



**YOUNGSTOWN
STATE
UNIVERSITY**

**BOARD OF TRUSTEES
FINANCE AND FACILITIES COMMITTEE
Michael A. Peterson, Chair
Capri S. Cafaro, Vice Chair
All Trustees are Members**

**BACKGROUND MATERIALS
Wednesday, September 4, 2019**

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| 1. Budget and Interfund Transfers for the Quarter Ending June 30, 2019,
Reportable under Policy Number 3356-3-11.1, Budget Transfers | Tab 1 |
| 2. Diversity and EDGE Spend Report
Fourth quarter Diversity Spend Report with detail. | Tab 2 |



YOUNGSTOWN STATE UNIVERSITY
Reportable Budget and Interfund Transfers
Quarter Ended June 30, 2019

BUDGET TRANSFERS WITHIN THE OPERATING BUDGET (i.e., General Fund and Auxiliaries):

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>REASON</u>
None			

TRANSFERS OUTSIDE OF THE OPERATING BUDGET:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>REASON</u>
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FY2019 Year End Transfers

General Funds	Operating Carry Forward (Designated Fund)	(\$1,393,884)	Transfer net year end balance.
Intercollegiate Athletics	Operating Carry Forward (Designated Fund)	\$73,639	Transfer year end balance.
Andrews Recreation & Wellness Center (Auxiliary Fund)	Andrews Recreation & Wellness Center Plant Reserve (Auxiliary Plant Fund)	\$44,439	Transfer portion of \$88,875 year end balance.
Andrews Recreation & Wellness Center (Auxiliary Fund)	Rec Center Improvements & Repairs (Auxiliary Plant Fund)	\$22,218	Transfer portion of \$88,875 year end balance.
Andrews Recreation & Wellness Center (Auxiliary Fund)	Rec Center Equipment Replacement Reserve (Auxiliary Plant Fund)	\$22,218	Transfer portion of \$88,875 year end balance.
Housing Services (Auxiliary Fund)	Kilcawley Center (Auxiliary Fund)	\$164,455	Transfer portion of \$995,210 year end balance to cover deficit.
Housing Services (Auxiliary Fund)	Housing Services Plant Reserve (Auxiliary Plant Fund)	\$796,335	Transfer portion of \$995,210 year end balance.

TRANSFERS OUTSIDE OF THE OPERATING BUDGET:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>REASON</u>
Housing Services (Auxiliary Fund)	Housing Services Operating Contingency (Quasi-Endowment)	\$32,754	Transfer portion of \$995,210 year end balance.
Housing Services (Auxiliary Fund)	Student Experience Discretionary Fund (Auxiliary Designated Fund)	\$1,666	Transfer portion of \$995,210 year end balance to cover deficit.
Parking Services (Auxiliary Fund)	Parking Services Plant Reserve (Auxiliary Plant Fund)	\$913,564	Transfer year end balance.
<i>Fourth Quarter Transfers</i>			
Institutional Work Study 18-19 (Designated Fund)	YSU Match FWS 18-19 (Restricted Fund)	\$250,622	Transfer funds equal to current year usage of Institutional Work Study funds.
YSU Match FWS 18-19 (Restricted Fund)	General Fund	\$203,028	Transfer excess match funds back to General Fund.
General Fund	Legal Contingency Reserve (Designated Fund)	\$163,208	Transfer to fund deficit fund balance.
Institutional Work Study 18-19 (Designated Fund)	Institutional Work Study 19-20 (Designated Fund)	\$159,359	Transfer current year residual funds to next award year fund.
General Fund Plant Reserve (Unrestricted Plant Fund)	Classroom Door Locking (Unrestricted Plant Fund)	\$150,000	Transfer to fund new classroom door locking system.
North Central Parking Lot (Unrestricted Plant Fund)	BUILD- SMART2 Match (Restricted Plant Fund)	\$150,000	Transfer to fully fund the University's portion of match requirement for the Department of Transportation's BUILD grant for the SMART2 Network Project.
Athletic Youth Camps 18 (Auxiliary Designated Fund)	Swim/Lacrosse Office/Locker Renov (Unrestricted Plant Fund)	\$131,744	Transfer residual funds to project fund.
General Fund	Research Incentive Carryforward Fund (Designated Fund)	\$122,518	Transfer residual funds to carryforward fund.
College Fee Carryforward Fund (Designated Fund)	Bliss Hall Lobby/Ent Renovations (Unrestricted Plant Fund)	\$117,000	Transfer to fund portion of project.

TRANSFERS OUTSIDE OF THE OPERATING BUDGET:

FROM	TO	AMOUNT	REASON
General Fund	Capital Facilities Project Fund (Unrestricted Plant Fund)	\$111,741	Transfer portion of fourth quarter administrative fee income.
YSU Match FSEOG 18-19 (Restricted Fund)	General Fund	\$89,886	Transfer excess match funds back to General Fund.
Unrestricted Gifts (Designated Fund)	Unrestricted Gifts Carryforward (Designated Fund)	\$79,712	Transfer current year residual funds to carryforward fund.
Athletics	Stambaugh Multimedia Ctr - Local (Unrestricted Plant Fund)	\$71,000	Transfer to fund portion of cost to extend the campus network to the Tennis Center.
General Fund	Distance Learning Match FY18 & FY19 (Restricted Fund)	\$62,500	Transfer to fund required match.
Ohio BMV License Plate Scholarship Fund (Restricted Fund)	Ohio BMV Scholarships for Excellence (Restricted Fund)	\$52,827	Transfer funds to support Scholarship for Excellence Program.
General Fund	Unrestricted Gifts Carryforward (Designated Fund)	\$52,487	Transfer excess unrestricted gift revenue to the unrestricted gift carryforward fund.
Outdoor Athletic Facilities - Gift Fund (Restricted Fund)	Debt Service Reserve - Outdoor Athletic Facilities (Restricted Plant Fund)	\$50,000	Transfer quarterly cash received for Outdoor Athletic Facilities to a debt service fund. Outstanding pledges at 6.30.19 total \$150,000.
Andrews Recreation & Wellness Center Plant Reserve (Auxiliary Plant Fund)	Rec Center Improvements & Repairs (Auxiliary Plant Fund)	\$46,000	Transfer to fund steam pressure repairs and replacement of cameras.
Technology/Lab Material Fees (General Fund)	Jambar Office Project (Unrestricted Plant Fund)	\$45,000	Transfer to fund portion of renovation project.
Property Acquisition Fund (General Fund)	Bliss Hall Lobby/Ent Renovations (Unrestricted Plant Fund)	\$33,000	Transfer to fund portion of project.
General Fund	SBDC Federal Match Year 32 (Restricted Fund)	\$31,665	Transfer to fund portion of required match.

TRANSFERS OUTSIDE OF THE OPERATING BUDGET:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>REASON</u>
General Fund Debt Service Reserve (Unrestricted Plant Fund)	Bond Fund - Series 2010 (Debt Service Fund)	\$31,106	Transfer to fund shortfall due to federal subsidy reduction.
YSU Match FWS 18-19 (Restricted Fund)	YSU Match FWS 19-20 (Restricted Fund)	\$25,435	Transfer to fund required match.
Centers for Excellence (Designated Fund)	SBDC Federal Match Year 32 (Restricted Fund)	\$25,000	Transfer to fund portion of required match.

Youngstown State University
Fiscal Year 2019 Fourth Quarter Diversity Spend Report
April 1, 2019 through June 30, 2019

	FY2019				FY2018			
	4th QTR	Percent of Addressable	YTD	Percent of Addressable	4th QTR	Percent of Addressable	YTD	Percent of Addressable
Diversity Spend - Goods and Services (excludes EDGE and construction)								
MBE - Ohio Certified	\$ 344,710	6.87%	\$ 1,209,806	6.31%	\$ 400,395	10.55%	\$ 952,624	4.32%
MBE - Other Certified	6	0.00%	814	0.00%	34	0.00%	5,930	0.03%
Disability Challenged	121,257	2.42%	513,623	2.68%	124,639	3.28%	521,108	2.36%
Recycled Materials	2,868	0.06%	13,522	0.07%	8,748	0.23%	73,310	0.33%
Veteran Owned	8,984	0.18%	62,747	0.33%	2,963	0.08%	39,967	0.18%
Woman Owned	18,943	0.38%	86,260	0.45%	13,886	0.37%	113,555	0.52%
Total Diversity Spend	\$ 496,768	9.90%	\$ 1,886,772	9.83%	\$ 550,665	14.51%	\$ 1,706,494	7.74%
Total Addressable Spend - Goods and Services	\$ 5,016,141	100.00%	\$ 19,186,539	100.00%	\$ 3,796,049	100.00%	\$ 22,042,702	100.00%
EDGE Spend - Goods, Services, and Construction								
EDGE - Ohio Certified - Construction	\$ 67,439	1.13%	\$ 535,904	1.87%	\$ 53,995	1.40%	\$ 541,217	1.65%
Total EDGE Spend	\$ 67,439	1.13%	\$ 535,904	1.87%	\$ 53,995	1.40%	\$ 541,217	1.65%
Total Addressable Spend - Goods, Services, and Construction	\$ 5,985,692	100.00%	\$ 28,730,816	100.00%	\$ 3,860,504	100.00%	\$ 32,842,675	100.00%

Definitions:

MBE (Minority Business Enterprise): The MBE program is designed to assist minority businesses in obtaining state government contracts for goods and services. (Unlike the Encouraging Diversity, Growth and Equity program, the MBE program does not apply to construction contracts.) The State of Ohio developed the program because it recognized the need to encourage, nurture and support the growth of minority businesses to foster their development and increase the number of qualified competitors in the marketplace.

EDGE (Encouraging Diversity, Growth, and Equity Program): The EDGE program is designed to assist socially and economically disadvantaged businesses in obtaining state government contracts in the following areas: construction, architecture and engineering; professional services; goods and services; and information technology services. (In contrast to the Minority Business Enterprise program, the EDGE program does apply to construction contracts.) The State of Ohio developed the program because it recognizes the need to encourage, nurture, and support the growth of economically and socially disadvantaged businesses to foster their development and increase the number of qualified competitors in the marketplace.

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Youngstown State University
Diversity Spend Detail Report - Goods and Services
(excludes EDGE and construction)
April 1, 2019 through June 30, 2019

Minority Business Enterprise (MBE) - Ohio Certified

Name	Address	Type of Contract	Purchases
B R Johnson Cleaning Services	P.O. Box 282, Akron, Ohio 44309	Janitorial Services	\$ 74,245
Brown Enterprise Solutions	5935 Wilcox Place, Suite E, Dublin, Ohio 43016	Computer Supplies	270,465
Subtotal - MBE - Ohio Certified			\$ 344,710

Minority Business Enterprise (MBE) - Other Certified

Name	Address	Type of Contract	Purchases
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	\$ 6
Subtotal - MBE - Other Certified			\$ 6

Disability Challenged

Name	Address	Type of Contract	Purchases
Agilent Technology	9780 S. Meridian Boulevard, Englewood, Colorado 80112	Laboratory Supplies	\$ -
Compass Family Services	535 Marmion Avenue, Youngstown, Ohio 44502	Janitorial Services	121,257
Subtotal - Disability Challenged			\$ 121,257

Recycled Materials

Name	Address	Type of Contract	Purchases
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	\$ 2,868
Subtotal - Recycled Materials			\$ 2,868

Veteran Owned

Name	Address	Type of Contract	Purchases
McRoyal Industries Inc.	1421 Lilac Street, Youngstown, Ohio 44502	Maintenance Supplies	\$ 3,394
Roby Supply	42 North Torrence Street, Dayton, Ohio 45403	Janitorial Supplies	1,730
Test Equipment Depot	99 Washington Street, Melrose, Massachusetts 02176	Laboratory Supplies	3,860
Subtotal - Veteran Owned			\$ 8,984

Woman Owned

Name	Address	Type of Contract	Purchases
Crogan Plumbing and Heating Supplies	5821 Poland Struthers Road, Youngstown, Ohio 44514	Maintenance Supplies	\$ 79
Data Ticket Inc.	4600 Campus Drive, Newport Beach, California 92660	Parking Software	86
Kdc	2100 Babcock Blvd, Pittsburgh, Pennsylvania 15209	Maintenance Supplies	1,063
Lane Science Equipment Corp	225 W 34th Street STE 1412, New York New York 10122	Laboratory Supplies	6,500
Protect-N-Shred	P.O. Box 85, Cortland, Ohio 44410	Document Shredding	1,716
Roar Postal Supplies & Solutions	10600 W. 108th Terrace, Overland Park, Kansas 66210	Postal Supplies	339
The Workroom	301 Superior Stree, Rossford, Ohio	Sewing Service	4,518
Union Eyes Optical Inc.	Suite B, 229 Churchill Hubbard Road, Youngstown, Ohio 44505	Public Safety Supplies	115
Youngstown Letter Shop	615 N. Meridian Road, Youngstown, Ohio 44509	Mailing Services	2,385
Your Image Works	4353 W. 96th Street, Indianapolis, Indiana 46268	Promotional Items	2,118
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	24
Subtotal - Woman Owned			\$ 18,943
Total Diversity Spend			\$ 496,768

Youngstown State University
EDGE Spend Detail Report
April 1, 2019 through June 30, 2019

Encouraging Diversity, Growth, and Equity (EDGE) - Ohio Certified
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Name	Address	Project	Purchases
The Murphy Contracting Company	285 Andrews Ave PO Box 1833, Youngstown, Ohio 44501	Jones Hall Student Success Phase 2	\$ 40,000
The Murphy Contracting Company	285 Andrews Ave PO Box 1833, Youngstown, Ohio 44501	Don Constantini Multimedia Center	5,000
Western Reserve Mechanical	3041 South Main Street, Niles, Ohio 44446	Campus Utility Distribution	<u>22,439</u>
	Total EDGE Spend		<u><u>\$ 67,439</u></u>