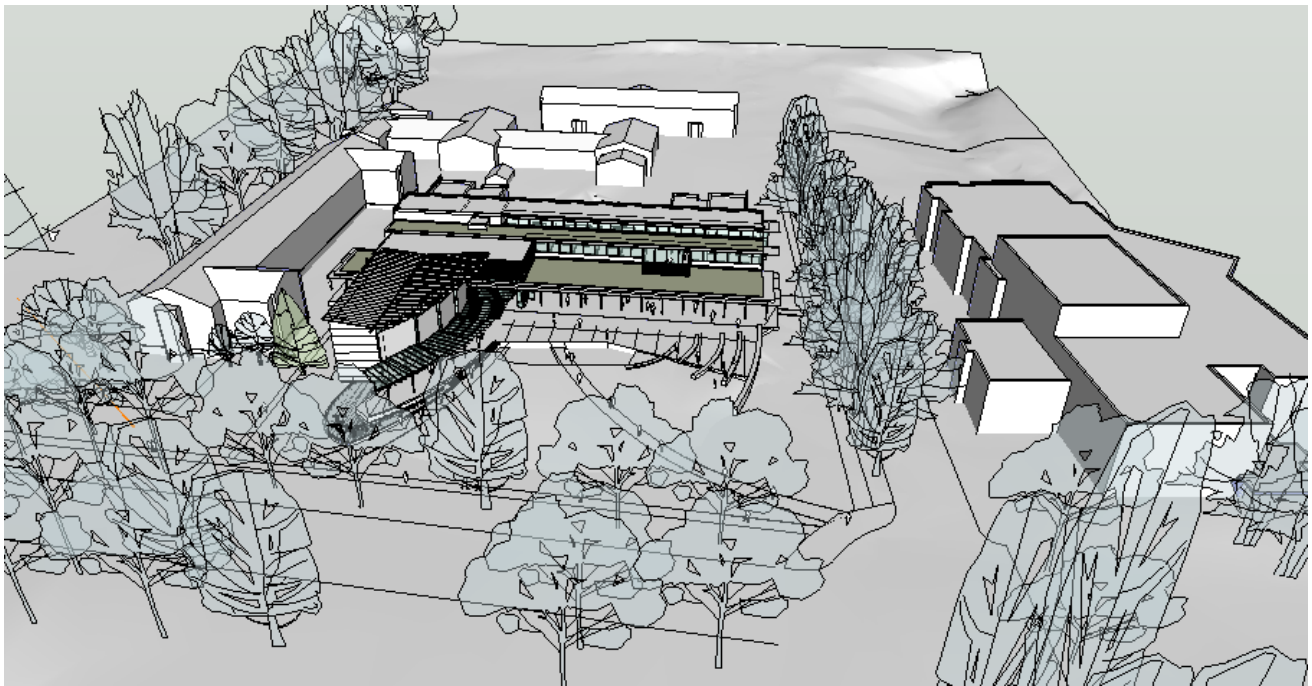


FCIS

Facilities Condition Index Survey
Survey of Building Conditions in Higher Education
August 2026



adhe
ARKANSAS DIVISION OF
HIGHER EDUCATION

Facilities Condition Index Survey (FCIS) Survey of Building Conditions in Higher Education August 2026

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Introduction

This book contains a description of the Arkansas Division of Higher Education's Facilities Condition Index Survey (FCIS), to be used by institutions to document and produce their critical maintenance capital-funding request for the 2027-29 biennium. Users will find in this book instructions for submitting critical maintenance requests and instructions for using the software.

The Arkansas Division of Higher Education (ADHE) and Arkansas Building Authority (ABA) staff developed the Facilities Audit Program. SBS no longer services the schools which leaves ADHE alone to maintain the program. The name of the program is being updated for the future from the Facilities Audit Program to the Facilities Condition Index Survey. FCIS represents a continued development of the facilities audit software.

The program was redesigned in 2008. The new web-based program allows institutions to view, revise, and input data through a secure website. There is no software to install and no data to transfer between ADHE and the institutions. Any computer with an internet browser and Adobe Reader can be used to complete FCIS. Users who are experiencing problems may call ADHE staff for software help. *The current web-based system has not been functional since 2018. Until the DHE data group is able to update and replace the non-functional system, basic spreadsheets will be requested to be completed in order to compile the needed data.

Summary of Procedures

The recommendations of the Arkansas Higher Education Coordinating Board for critical maintenance funding in the 2027-29 biennium will be based on data developed during the following steps:

1. Inspection of each building by the institution's physical plant staff.
2. Entering revised building system data into the FCIS spreadsheet and, where applicable, completing each data element for each building record contained in the institution's building inventory. A record should be added for any building, which is in use but not included in the established building records, or for new construction which is scheduled to be in use *by the end of fiscal year 2028*.
3. Development by the institution of a priority listing of projects and completion of the Maintenance Priorities Report. This report should be printed from the FCIS program and a signed copy sent to ADHE.
4. Identification by ADHE of the most critical maintenance requirements statewide, and formulation of staff recommendations to the AHECB.

Capital Request Deadline

Institutional requests for critical maintenance and renovation/construction capital fund requests are due at the Arkansas Division of Higher Education, Institutional Finance, no later than August 31, 2026. Institutions should submit updated **Facilities Condition** reports to support their requests no later than **August 31, 2026**. Forms and instructions for completion of renovation/construction capital requests (other than Critical Maintenance) have been emailed to each institution.

Capital Funding Priorities for the 2027-29 Biennium

With an approximate plant replacement value over \$6.0 billion, Arkansas higher education must continue to protect and improve its investment in plant facilities, equipment, and library holdings/technology. In particular, public higher education in Arkansas needs to strategically adopt emerging technologies available for instruction, library resources, and communications infrastructure.

Furthermore, perpetual investments need to be made in critical maintenance to increase both plant longevity and safety. The Arkansas Higher Education Coordinating Board will request funding from the General Improvement Fund in the 2027-29 biennium within the following capital funding priorities:

- Technology infrastructure improvements including installations or upgrades of local area networks (LANS); campus infrastructure to support increased bandwidth; and instructional technology equipment for classrooms, laboratories, and distance learning delivery systems.
- Critical maintenance projects where “critical” needs are defined as those which must be addressed before the end of 2028 and which, if neglected, could result in substantial damage to the structural integrity of a building, or needs that are related to the imminent failure of building systems such as HVAC, electrical, and plumbing. In addition, critical maintenance projects include those associated with ADA compliance and/or safety needs.
- Improvements in instructional, research, and clinical equipment as well as library holdings/technology.
- Renovation of existing facilities to address changing program needs.
- New construction of facilities when the renovation of an existing building is either not cost effective or is not an option, e.g., new space to address enrollment growth.

Institutional funding requests should be constructed within the context of the above statewide capital funding priorities according to each institution’s capital needs.

The following types of projects will **not** be considered:

- Renovation, repair, or construction of facilities primarily used for auxiliary projects; only the educational and general portion of projects having mixed use will be considered for state funding.
- Projects related to the operation of a student bus or transportation service.
- Parking lots.

Such projects should be funded by institutional revenue bonds, user fees, or from other non-state funds.

Uses of FCIS data

FCIS data will support institutional requests for state funding of the critical maintenance needs of their educational and general buildings. FCIS data will also be used as part of the funding models in determining an institutions operating funds need.

Users will enter and update building data, including maintenance needs data. The costs of those maintenance needs are calculated by FCIS in the same way they were calculated in previous versions of FCIS, and except for a seismic adjustment this method is uniform across all institutions. *Critical maintenance* needs, however, must be calculated *manually* and input as a dollar value to permit users to reflect the actual regional costs of the proposed critical maintenance project with their unique building conditions.

Users are also requested to prioritize their critical maintenance needs, indicating which needs are most urgent.

Critical Maintenance Request

When designating critical maintenance and the priorities of the various projects, please keep the Coordinating Board’s **definition of critical maintenance** in mind:

Critical maintenance needs are those needs which must be addressed before the end of 2028 and which, if neglected, could result in substantial damage to the structural integrity of the

building, or as those needs which are related to the imminent failure of building systems such as HVAC, electrical, plumbing, etc. In addition, critical maintenance projects include those associated with ADA compliance and/or safety needs.

ADA modifications are considered to be part of an institution's maintenance needs and are included in FCIS as a building system. ADA cost estimates are calculated automatically if a value for a need is input in the ADA needs area of the program. If no ADA modifications are required, leave the ADA fields blank.

Infrastructure needs, such as the repair of utility tunnels, sewer systems, etc., may also be included in your critical needs. *Do not attempt to include infrastructure needs in the FCIS spreadsheet.* The spreadsheet was not designed to include infrastructure items, and attempts to make those items fit into the spreadsheet are not effective.

Requests for infrastructure maintenance should be included with your bound capital construction requests that will be sent under separate instructions by ADHE.

All public institutions of higher education should review and enter any building data to the FCIS spreadsheet. Be sure that **all buildings** are included in the inventory, including both **educational and general** buildings and **auxiliary enterprise** buildings. Each building must be evaluated, and the institution's FCIS data updated. Be sure to include information reflecting maintenance, renovations, and systems replacements achieved since the previous completion of FCIS. The updates to FCIS will generate maintenance needs costs that should be somewhat different from those reported in institutions' previous FCIS submissions, due to changing building conditions and updated construction rates.

Buildings under construction and planned to be on-line by the end of the second year of the budgeted biennium (June 2029) should be entered into the FCIS spreadsheet. These buildings will not have any needs associated with them, and building needs data need not be entered. The addition of these new buildings or additional square footage in the FCIS inventory, however, will be the source for determining educational and general square footage funding for the next two years.

Building Evaluation

The physical condition of institutions' facilities is the basis for the Coordinating Board's critical maintenance recommendations, and the current replacement value (CRV) calculated by FCIS supports any funded depreciation recommendation, which may be included in institutional operating budgets. The condition of facilities statewide is described by the FCIS data, and it is extremely important that conditions be documented in a standard manner.

Institutional Request and Submittal

Electronic copies must be submitted by **August 31, 2026**.

Institutions' priority requests will be reviewed by staff members of ADHE.

Users needing help with FCIS should contact Chandra Robinson – via phone at (501) 371-2024 or email at Chandra.Robinson@adhe.edu.