

FACILITIES AND FINANCE COMMITTEE
Seibert Conference Room
Belleville Campus
December 10, 2018
5:00 p.m.

Committee members present:

Richard E. Roehrkaske, Chairman
Harry Briggs, Ph.D.
Robert G. Morton

Trustees present:

John Blomenkamp
Philip L. Smith

Administrators present:

Nick J. Mance
Staci Clayborne
Bernie Ysursa

Linda Andres
Brad Sparks
Janet Fontenot, Ed.D.
Rob Luttrell
Anna Moyer
Missy Roche
Mike Thomas

Attorney present:

Garrett Hoerner

CALL TO ORDER

Chairman Roehrkaske called the meeting to order at 5:45 p.m.

APPROVAL OF MINUTES

Dr. Briggs moved, seconded by Mr. Morton, to approve the minutes of the November 13, 2018 meeting as submitted. The motion carried.

FACILITIES

Bid Awards

There were no bid awards.

Discussion/Information/Action Items

Vice President Ysursa presented the Protection, Health & Safety (PHS) Projects proposal for FY 2020. The proposed PHS Projects for FY 2020 total \$3,250,000 and have been reviewed by the college architect and the SWIC Physical Plant Department.

A question concerning the use of PHS funds for LED lights was voiced. Mr. Ysursa replied he would have to check on it.

Dr. Briggs moved, seconded by Mr. Morton, to recommend the Board of Trustees approve the Protection, Health, and Safety Projects for FY 2020. The motion carried. (This item will appear on the consent agenda.)

Public Safety

Chairman Roehrkasse directed any questions concerning the Public Safety reports be referred to him or to Vice President Ysursa.

FINANCE

Approval of Bills

Chairman Roehrkasse directed Approval of Bills be placed on the non-consent agenda for action by the Board of Trustees. CFO Roche called attention to Fund 04, Bond & Interest Fund which reflected the principal and interest payment on the bonds.

Mr. Morton moved, seconded by Dr. Briggs, to place the topic Approval of Bills on the non-consent agenda for action by the Board of Trustees. The motion carried.

Bid Awards

CFO Roche reported the Public Safety Department at the Belleville Campus will relocate to MC1240 which will require construction of a new dispatch center. For this project it is recommended to use a Job Order Contractor (JOC) which is awarded through a consortium. The use of a JOC is increasingly being used by Illinois universities and community colleges because of cost efficiency for smaller projects.

Trustee Blomenkamp questioned the need to spend the money. Public Safety Director Rob Luttrell offered the relocation would better serve students, faculty and staff and would allow for all Public Safety personnel to be in one location. Trustee Briggs stated he understood the need and thought it was worth the investment.

Dr. Briggs moved, seconded by Mr. Morton, to recommend the Board of Trustees approve construction of a dispatch center in Room 1240 of the Main Complex at the Belleville Campus for the SWIC Public Safety Department to J. E. Novak, St. Louis, MO at a cost not to exceed \$55,031. The motion carried. (This item will appear on the consent agenda.)

CFO Roche presented a request to award the purchase of virtual welding equipment to Realityworks, Eau Claire, WI in the amount of \$26,435.89. The virtual welding devices at the SWGCC will allow students to train without using live equipment. The equipment is considered sole source and will be purchased using funds from the Perkins grant.

Dr. Briggs moved, seconded by Mr. Morton, to recommend the Board of Trustees award the purchase of virtual welding equipment to Realityworks, Eau Claire, WI in the amount of \$26,435.89. The motion carried. (This item will appear on the consent agenda.)

Ms. Roche presented a request to award the lowest responsible bid for welding equipment to Aidex Corporation, Rossville, IN in the amount of \$115,218. This equipment will add capacity for welding classes in the Technical Education Division and will be purchased from Perkins grant funding.

Mr. Morton moved, seconded by Dr. Briggs, to recommend the Board of Trustees award the lowest responsible bid for welding equipment to Aidex Corporation, Rossville, IN in the amount of \$115,218. The motion carried. (This item will appear on the consent agenda.)

IT Director Andres presented a request to approve bulk purchase of 367 computers from Dell, Round Rock, TX in an amount not to exceed \$503,418.52.

A recommendation from the Capital Committee was to organize a controlled/bulk purchase of computers tied directly to obsolete machine disposals as opposed to past practice of purchasing machines as needed throughout the fiscal year. The number of computers marked for disposal for FY 2019 is 437; the request for replacement computers is 367. Negotiations with Dell are ongoing, realizing as of January 1, 2019, Dell will be including a 25% tariff. Funding sources: Perkins grant (approximately 33%) and Education Fund.

Chairman Roehrkas directed to add any updates and/or pricing for the bulk purchase to the green sheets of the agenda.

Dr. Briggs moved, seconded by Mr. Morton, to recommend the Board of Trustees approve bulk purchase of 367 computers from Dell, Round Rock, TX in an amount not to exceed \$503,418.52. The motion carried. (This item will appear on the consent agenda.)

Ms. Roche presented a request to award the lowest responsible bid for a coordinated measurement machine to Carl Zeiss Industrial Metrology, LLC, Maple Grove, MN in the amount of \$46,234. Dean Sparks stated this equipment will be used to train students on automated measurement devices used in manufacturing and will also increase the capacity for machining classes in the Technical Education Division. The funding source is Perkins grant.

Mr. Morton moved, seconded by Dr. Briggs, to recommend the Board of Trustees award the lowest responsible bid for a coordinated measurement machine to Carl Zeiss Industrial Metrology, LLC, Maple Grove, MN in the amount of \$46,234. The motion carried. (This item will appear on the consent agenda.)

CFO Roche presented a request to award the purchase of a boiler for the Schmidt Art Center to C&K Heating and Cooling, Inc., Lebanon, IL in the amount of \$57,762. The current boiler at the Schmidt Art Center operates on three heat exchangers, one of which is cracked and cannot be repaired. Bid procedures were followed and six responses were received. Funding source: budgeted departmental funds.

Dr. Briggs moved, seconded by Mr. Morton, to recommend the Board of Trustees award the purchase of a boiler for the Schmidt Art Center to C&K Heating and Cooling, Inc., Lebanon, IL in the amount of \$57,762. The motion carried. (This item will appear on the consent agenda.)

Financial Aid Update

Vice President Clayborne provided the monthly Financial Aid update as presented at the Personnel, Programs and Services Committee meeting earlier this evening.

FY 2018 Business Enterprise Program Diversity Reporting

Director of Purchasing Mike Thomas reported the FY 2018 Business Enterprise Program (BEP) diversity reporting for SWIC was sent to the ICCB on November 30, 2018. SWIC's reporting will be combined with other Illinois community colleges and sent as one report to Central Management Services.

Director Thomas stated our aspirational goal is 20% and we continue to try to improve; however several of our challenges are the area in which we are located and the difficulty in getting minority vendors to sign up. We continue to encourage sign-ups, and the college also sets up booths at diversity fairs. SWIC is trying to host a diversity fair next year.

OTHER COMMITTEE RELATED BUSINESS

Trustee Blomenkamp inquired about the PSOP audit. President Mance reported the auditors have not contacted him even though directed to. CFO Roche will reach out to the auditors.

NEXT SCHEDULED MEETING

The next regular meeting of the Facilities and Finance Committee will be Monday, January 14, 2019 at 5:00 p.m. in the Seibert Conference Room.

ADJOURNMENT

Mr. Morton moved, seconded by Dr. Briggs, to adjourn the meeting at 6:15 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees