

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES
ST. LOUIS COMMUNITY COLLEGE
THURSDAY, APRIL 28, 2016**

The Regular Meeting of the Board of Trustees of St. Louis Community College was held on Thursday, April 28, 2016, at the Florissant Valley Campus, 3400 Pershall Rd., St. Louis, MO, pursuant to notice and in accordance with R.S. MO 610.020 as amended.

1. Call to Order/Roll Call

Ms. Hattie Jackson, Chair, called the meeting to order at 7:07 p.m. The following members of the Board of Trustees were present: Ms. Hattie Jackson, Chair; Ms. Joan McGivney, Vice-Chair; Mr. Rodney Gee, Trustee; Dr. Doris Graham, Trustee; Ms. Libby Fitzgerald, Trustee; Dr. Craig Larson Trustee, and Ms. Candace Gardner, Trustee-elect.

Also present were Dr. Jeff Pittman, Chancellor; Ms. Mary Nelson, General Counsel, and Ms. Rebecca Garrison, Associate for Board Relations.

2. Welcome to Guests

Ms. Jackson welcomed guests attending the meeting.

Mr. John Harper, President of the St. Louis Family Violence Council, along with Dr. Pittman, signed a Memorandum of Understanding between STLCC and the St. Louis Family Violence Council, all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

3. Certification of April 5, 2016 Election Results

The Board was presented with the official April 5, 2016 election results from Sub Districts 1 and 4.

Whereupon, on motion by Dr. Graham, and seconded by Mr. Gee, the Board unanimously approved the resolution certifying the election results, all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

A. Oath of Office – Ms. Candace Gardner

Ms. Jackson administered the Oath of Office to Ms. Gardner. Thereafter, Ms. Gardner assumed her seat as a member of the Board of Trustees. A copy of the signed Oath of Office is attached hereto and by this reference incorporated herein.

B. Oath of Office – Dr. Craig Larson

Ms. Jackson administered the Oath of Office to Dr. Larson. Thereafter, Dr. Larson assumed his seat as a member of the Board of Trustees. A copy of the signed Oath of Office is attached hereto and by this reference incorporated herein.

4. Citizens Desiring to Address the Board Regarding Agenda Items

None.

5. Adoption of Agenda/Revisions to Agenda

On motion by Dr. Larson and seconded by Ms. Fitzgerald, the Board unanimously adopted the agenda as revised.

6. Approval of the March 24, 2016 and April 6, 2016 Board Meeting Minutes

On motion by Ms. McGivney and seconded by Ms. Fitzgerald, the Board unanimously approved the March 24, 2016 and April 6, 2016, meeting minutes as written.

7. Approval of Resolution Re May 19, 2016 Executive Session of the Board of Trustees

On motion by Dr. Larson, and seconded by Ms. Fitzgerald, the Board unanimously approved, by a roll-call vote, the resolution scheduling an executive session on May 19, 2016, all as more fully set forth in Exhibit A attached hereto and by this reference incorporated herein.

8. Recognition of Student, Staff and Trustee Accomplishments

Ms. Kedra Tolson, Director of Public Information and Marketing, read statements of congratulations for students, staff and trustees on their recent awards and accomplishments.

9. Information Items

Bill Miller, Human Resources, introduced John Pahl, Manager of Total Compensation, Phil Brandt, President and CEO of AAIM Employers Association, and Kristy Arciszewski, Area Vice President of Gallagher, who presented the results of a recent compensation study and answered questions from the Board. Mr. Pahl said he hopes to come to the Board with recommendations as early as July.

10. Recommended Approval of Revised Board Policy H.20.1 Maintenance Fees

On motion by Dr. Larson and seconded by Dr. Graham, the Board unanimously approved revisions to Board Policy H.20.1 Maintenance Fees, all as more fully set forth in Exhibit A, attached hereto and by this reference incorporated herein.

11. Approval of Consent Items

Consent items are approved by a single motion and vote unless otherwise noted below.

11.1 Consent Item Motion and Vote

Mr. Gee moved approval of the consent agenda items. Dr. Graham seconded the motion. Following discussion, the consent agenda items were unanimously approved.

11.2 ACADEMIC AFFAIRS

Approval of Program Recommendations and Revisions

No Items.

11.3 HUMAN RESOURCES

Human Resource Recommendations

The Board, by consent, approved the following resolution regarding human resource recommendations:

RESOLVED, that the Board hereby ratifies and/or approves personnel actions for certificated, physical plant and classified staff in accordance with

established policies of the District, all as more fully set forth in Exhibit B attached to these minutes and by this reference incorporated herein; and

FURTHER RESOLVED, that, where appropriate, the Chancellor of the District or his designee is hereby authorized and directed to execute for and on behalf of the District, the appropriate contract or amendment to contract for the affected personnel.

11.4 BID AWARDS

Acceptance of Bids/Ratification of Contracts

The Board, by consent, approved the following resolution:

RESOLVED, that the Board of Trustees hereby accepts the bids and/or ratifies the contracts set forth in Exhibit C attached hereto and by this reference incorporated herein, to the lowest responsible bidder for the amounts indicated thereon and all in accordance with District specifications specified in the contract numbers indicated; said funds to be paid from the funds set forth in each item of Exhibit C; and

FURTHER RESOLVED, that the appropriate officer of the Board or the District be and hereby is authorized and directed to execute an appropriate contract in each instance.

11.5 FINANCE

No items. Financial Reports will appear on a quarterly basis, in November, February, May and August.

11.6 FEES and FINES

No Items.

11.7-11.8 CONTRACTS AND/OR AGREEMENTS – WORKFORCE SOLUTIONS GROUP

Contracts and/or Agreements

The Board was requested to approve the acceptance or renewal of various contracts, agreements and resolutions.

The Board, by consent, approved the following resolution regarding the acceptance or renewal of various contracts, agreements and resolutions between the District and various agencies, corporations and individuals located throughout the District:

RESOLVED, that the contracts, agreements and resolutions set forth in Exhibit D attached hereto and by this reference incorporated herein, are adopted and approved; and

FURTHER RESOLVED, that the appropriate Officer of the Board of the District be and hereby is authorized and directed to execute an appropriate contract in each instance.

11.9 ACCEPTANCE OF EXTERNAL FUNDS

Acceptance of External Funds

The Board, by consent, approved the following resolution regarding the acceptance of grants, contracts and equipment donations:

RESOLVED, that the Board of Trustees does hereby accept the grants, contracts, gifts and equipment donations for the College, all as more fully set forth in Exhibit E attached hereto and by this reference incorporated herein; and

FURTHER RESOLVED, that the Chancellor be and hereby is authorized and directed to express appreciation, where appropriate, for and on behalf of the District; and

FURTHER RESOLVED, that with respect to federal grants for work-study programs, the Agency involved will be billed for matching funds and for Social Security; and

FURTHER RESOLVED, that the appropriate Officer of the Board or District be and hereby is authorized and directed to execute contracts with said agencies in each instance.

11.10 INSURANCE

Approval of Award/Renewal of Employee Insurance

No Items.

12. COMMUNICATIONS

12.1 Chancellor's Report

On Friday, April 22, 2016, I attended a meeting at the Coordinating Board for Higher Education where all college and university presidents and chancellors were invited. The purpose of the meeting was a broad-based conversation about the structure of the state's higher education system, institutional missions, and the process for degree review and approval. The meeting was prompted by Speaker Todd Richardson's letter to the CBHE that requested the development of a structure for higher education in Missouri.

There was much dialogue about programming and where programs were offered across the state of Missouri, particularly with the four-year institutions. Ultimately, it was decided to form a taskforce to begin work in developing recommendations for future programming relevant to each institution's mission.

As the primary emphasis seems to be with the four-year institutions and graduate programs, they are anticipating a group of nine or ten with two or three representatives from community colleges.

Goldman Sachs, in collaboration with the American Association of Community Colleges, announced that St. Louis Community College was one of only nine community colleges nationwide selected to receive grants from the Goldman Sachs Gives Community College Fund. This scholarship fund will pay for tuition, books and even transportation costs as part of a partnership with City and North County School Districts.

College officials recently met with a team of local franchise owners to lay out a recruitment and admissions plan for McDonald's employees of the St. Louis Region.

During our time, I discussed my past involvement with the development of a national agreement with Hamburger U while I worked at Ivy Tech Community College. In that model, Ivy Tech cross-walked training that shift managers and supervisors received at Hamburger U and established an alignment for online program completion in Business Administration and General Studies (i.e., 18 - 21 hours were cross-walked by program faculty).

The feedback we received from the meeting is that local franchise owners are very interested in partnering with the College in the future and working to align McDonald's employees with St. Louis Community College programs either in an online format or at each of our campuses. They are very willing to let us market to potential students directly and have tuition funds available for each employee. These "Archways to Opportunities" scholarships could assist in allowing an employee to graduate with a degree without debt. We are working to establish pathways to enroll via our mobile tech van and will plan to put a launch page on the College website. We will meet again in May to flush out operations.

I recently attended a "Connect" reception with the University of Missouri St. Louis. Chancellor Tom George and I meet with Faculty and department heads of each institution to talk about partnering around transfer credit and how to better align transfer opportunities at Wildwood.

I want to thank Dr. Larson, Dr. Graham and Mr. Gee for attending Community College Week in the Capitol. Nine STLCC students were there and met with staff and learned about the political process.

I have been in discussion with Michael Holmes from SLATE, Adolphus Pruitt of the NAACP and Ben Johnson of Bio STL about advancing Bioscience in St. Louis. New companies coming into the region say they could not be here without a program like we have at our Bridge Park Facility.

The remaining Provost and Associate Provost positions should be filled by July 1st. The Committee has been re-convened and 40 applications have been received.

Commencement will be held on May 22nd. This is the best day of the year for the college, as almost 3,000 students have earned degrees or certificates.

12.2 Board Chair's Report

On April 5th, Ms. Candace Gardner won the popular vote for trustee in Subdistrict 1. The Board welcomes Ms. Gardner and expresses its appreciation to Mr. Derek Novel for serving in the interim.

At a special meeting on April 6, 2016, the Board swore in its 7th trustee, Mr. Rodney Gee, who was appointed by the CBHE at its February Board Meeting. The Board welcomes Mr. Gee and we look forward to working with him.

On Sunday, April 10th, Dr. Doris Graham was recognized as a professional with a caring spiritual character and ambition by the Metro Area Professional Organization. The Board Congratulates Dr. Graham on this honor.

On April 19th, Mr. Gee, Dr. Graham and Dr. Larson participated in Community College Week at our State Capitol, participating in a day of advocacy. They attended a morning coffee with senators and representatives, had meetings with key staff, were introduced on floors of both the house and the senate, and attended an appropriations hearing. Thanks to these Board members for advocating on behalf of the College.

It has long been a tradition at St. Louis Community College to recognize students who have exhibited outstanding achievement in their field of study or extracurricular activities. On April 23rd, Joan McGivney, Libby Fitzgerald and I attended the Forest Park Student Awards Banquet. I hope all Board members have a chance to participate in the Student Awards Banquets over the next few weeks. We congratulate these hard-working students on their success.

As you are aware, the Board is planning a retreat this summer and I would like to propose that we discuss the role of the Board in College Completion. Specifically, I would like to discuss our role as board members and if that role is reflected in our policy.

12.3 Citizens Desiring to Address the Board Regarding Other Concerns

None.

12.4 Board Member Comments

Dr. Graham thanked the College for their support as she was honored at the Metro Area Professional Association Banquet on April 10. She said she reached out to our new Trustee, Candace Gardner and was pleased that she could attend.

Dr. Graham praised the Student Activities staff who chaperoned the students on their trip to Jefferson City. She said the students were very well mannered and engaged.

Ms. Gardner thanked everyone for their support as she ran for the sub district 1 office and said she is looking forward to getting to work.

13. NEW BUSINESS

None.

14. ADJOURNMENT

There being no other or further business to come before the Board, the meeting was adjourned at 8:28 p.m.

Respectfully submitted,

Rebecca Garrison
Associate for Board Relations

MEMORANDUM

TO: Board of Trustees

FROM: Jeff Pittman

DATE: April 28, 2016

SUBJECT: Board Agenda Modifications

Board of Trustees

Hattie R. Jackson, *Chair*
Joan McGivney, *Vice Chair*
E. Libby Fitzgerald
Rodney Gee
Doris Graham, Ph.D.
Craig H. Larson, Ed.D.
Derek R. Novel

Section Page No.

- | | | |
|---|---|--|
| 1 | 1 | Revise: Certification of Election Results – Final Results, Brown, 9,653, Novel, 9,378, and Gardner, 20,433. Revise term of office, Gardner, from six to four years, Gardner is serving remainder of unexpired term of Theodis Brown. |
| 3 | 2 | Add: Appointments / Full-time Classified Staff:

Metcalf, Celeste; CC; Controller; A 22; \$115,00.00; replacement; effective 05/16/16

Jones, Kennard; CC; Staff Attorney; P 14; \$80,000.00; replacement; effective 05/02/16

Roman, Mary; CC; Student Information System Lead; P 13; \$65,286.00; replacement; effective 05/02/16 |
| 3 | 1 | Add: Revisions to Previously Approved Items:

Board of Trustees Approval on 03/24/16, page 1
Revise effective date for Amanda Bair from 04/14/16 to 04/18/16.

Board of Trustees Approval on 04/28/16, page 1
Revise comment for Pamela Lanning from Reclassification to Reorganization
Revise comment for Pat Chappius from Reclassification to Reorganization |
| 3 | 3 | Add: Retirements/Full Time Faculty
Jeffrey McManemy; FV; Professor (Nursing); 16 years of service; effective 06/30/16 |
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Memorandum of Understanding

This MEMORANDUM OF UNDERSTANDING is made and entered into as of this 28th day of April 2016, by and between St. Louis Community College at St. Louis, Missouri, ("STLCC"), and the St. Louis Family Violence Council, St. Louis, Missouri ("FVC"):

Witnesseth

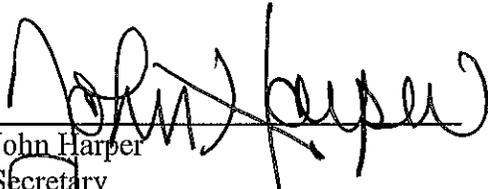
WHEREAS, intimate partner and dating violence, sexual assault, stalking and harassment continues to be a concern to many students, faculty and staff on campuses at the STLCC; and

WHEREAS, the STLCC wishes to continue its partnership with the FVC to help provide a prompt, professional, and resourceful response when incidents of domestic and sexual violence, stalking, and harassment occur on campus.

NOW, THEREFORE, for good and valuable consideration given and received, the parties hereto agree as follows:

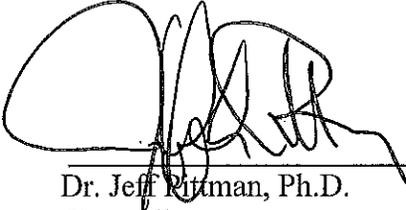
1. FVC members and organizations will serve as important collaboration resources to the STLCC for information, advocacy, services, and assistance for students, teachers and staff involved in violence and abuse.
2. FVC members and organizations, when called on and available, will assist STLCC in providing training and education for campus police, administrators, teachers and staff regarding domestic, intimate partner and dating violence, sexual assault, and stalking.
3. At its sole discretion, STLCC may provide meeting space at no cost to the FVC for an annual conference and other similar special events when meeting space is available. It is expressly understood however, that FVC shall assume all other costs of presenting such annual conference, including without limitation, insurance, equipment rentals, security, marketing, and printed materials.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement and affixed their signatures as of the day and year first above written.



John Harper
Secretary
St. Louis Family Violence Council

P.O. Box 775635
St. Louis, MO 63177-5635



Dr. Jeff Pittman, Ph.D.
Chancellor
St. Louis Community College

300 South Broadway
St. Louis, MO 63102

#3 Certification of Election Results – April 5, 2016

It is recommended that the Board of Trustees approve the following Resolution:

A. Subdistrict #1

WHEREAS, the Board of Trustees of St. Louis Community College of St. Louis, St. Louis County, Missouri has received from the Board of Election Commissioners of the St. Louis County, Missouri, certification of the results of the election of Trustee from Subdistrict #1, said election having been held on Tuesday, April 5, 2016; and

WHEREAS, the Board, on the basis of said certification, has jointly tabulated the results which are as follows:

<u>Candidates – Subdistrict #1</u>	<u>Vote Total</u>
Theodis Brown Sr.	9,628
Derek R. Novel	9,360
Candace D. Gardner	20,359

WHEREAS, it appears from the official certification and from the tabulation of results that Candace Gardner has received the greatest number of votes from Subdistrict #1;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby declare and certify that Candace Gardner has been duly elected from Subdistrict #1; said term of office is for six years and until her successor shall be elected and qualified.

B. Subdistrict #4

Candidate – Subdistrict #4

Craig H. Larson

WHEREAS, the Board of Trustees of St. Louis Community College of St. Louis, St. Louis County, Missouri shall abide by 115.124 RSMo, which reads...if notice has been published in at least one newspaper of general circulation as defined in section [493.050](#) in the district, and if the number of candidates who have filed for a particular office is equal to the number of positions in that office to be filled by the election, no election shall be held for such office, and the candidates shall assume the responsibilities of their offices at the same time and in the same manner as if they had been elected.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby declare and certify that Craig H. Larson shall assume the responsibilities of the office of Trustee of Subdistrict 4, in the same manner as if he had been elected from Subdistrict #4; said term of office is for six years and until his successor shall be elected and qualified.

3 **Oath of Office:**

**BOARD OF TRUSTEES
ST. LOUIS COMMUNITY COLLEGE**

I do solemnly swear that I will support and defend the Constitutions of the United States and of the State of Missouri; and that I will faithfully conduct myself in the Office of Trustee of St. Louis Community College.

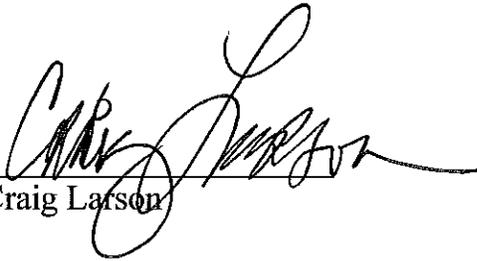

Candace Gardner

Attest:



3 **Oath of Office:**

I do solemnly swear that I will support and defend the Constitutions of the United States and of the State of Missouri; and that I will faithfully or conduct myself in the Office of Trustee of St. Louis Community College.


Craig Larson

Attest:



#7 Resolution Re May 19, 2016 Executive Session of the Board of Trustees

The Board is requested to approve the following resolution:

RESOLVED, that the Board of Trustees, pursuant to R.S. Mo. Section 610.022 (as amended 2004), schedules the holding of a closed meeting, record and vote on May 19, 2016 at 6 p.m. at the Meramec Campus, 11333 Big Bend Rd., Kirkwood, Missouri, in room SC 125, for the following reasons:

- 1) to discuss legal actions, causes of action or litigation involving St. Louis Community College and to hold any confidential or privileged communications with the attorney for the College (Section 610.021 [1]), and the lease, purchase or sale of real estate (Section 610.021 [2]); and
- 2) to discuss action upon any personnel matters relating to the hiring, firing, disciplining or promotion of personnel, (Section 610.021 [3]); and
- 3) to discuss pending and future discussion and negotiations with employee groups of St. Louis Community College and the work product related thereto (Section 610.021 [10]); and
- 4) to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, (Section 610.021 [8]); and
- 5) to hold confidential or privileged communications with the auditor, including all auditor work product (610.021 [17]), and

FURTHER RESOLVED, that notice of the closed meeting be given in accordance with R.S. Mo. Section 610.020 as amended 2004.

April 28, 2016
Board Agenda

#10 Recommended Approval of Revised Board Policy H.20.1 Maintenance Fees

H. Dual Credit Maintenance and Service Fee Reduction Policy Statement:

- Dual credit maintenance and service fee reduction – students who are enrolled in public and private high schools in the St. Louis Community College district may enroll in dual credit courses offered by the College, and ~~pay 50 percent of the maintenance fee, the technology fee, the student activity fee, and other mandatory course fees~~ **PAY A CREDIT HOUR MAINTAINENCE FEE TO BE DETERMINED AND NEGOTIATED THROUGH DUAL CREDIT COURSE AGREEMENTS WITH PARTICIPATING SCHOOL DISTRICTS. DUAL CREDIT REGISTRATION WILL BE SUBJECT TO THE FOLLOWING CONDITIONS:**

- Students must be enrolled **FRESHMEN, SOPHOMORES**, juniors or seniors at the high school.

~~Students~~**JUNIORS AND SENIORS** must have obtained a minimum, overall grade point average of ~~3.0 (on a 4.0 scale)~~ **2.5 (ON A 4.0 SCALE)** and meet the same admissions requirements to individual courses as the College's on-campus students; **SOPHOMORES MUST HAVE A 3.0 (ON A 4.0 SCALE); FRESHMEN MUST HAVE A 3.0 (ON A 4.0 SCALE) AND A 90TH PERCENTILE SCALED SCORE ON THE ACT ENTRANCE EXAM.**

- Students must obtain prior written approval from their high school principal or his/her designee to participate. Furthermore, students must obtain prior written approval from their parents or guardians to participate.
- Students must submit a high school transcript, the principal's or his/her designee's written approval and parental approval to ~~the cashier's~~ **THE SCHOOL AND COMMUNITY PARTNERSHIPS** office at the College.
- Students must complete all College mandated procedures each semester in which they wish to participate in the dual credit program.

HUMAN RESOURCES AGENDA SUMMARY

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04/28/16

APPOINTMENTS / FULL-TIME ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Peck, Donna	C	CC	Acting Application & Systems Analyst/ Programmer, Specialist	P 12	\$64,710.80	Duties of vacant position	04/29/16

ADDITIONAL COMPENSATION / ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	LOC	TITLE	RGE	FY16 BASE RATE	ADDITIONAL COMPENSATION RATE	COMMENTS	EFFECTIVE DATE
Kirkley, Brian	CC	Supervisor, Grant Accounting	P 10	\$66,300.00	\$72,930.00	assuming partial duties of vacant position	04/07/16 until filled

CLASSIFICATION REVIEW / FULL-TIME ADMINISTRATIVE / PROFESSIONAL STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Lanning, Pamela	C	CC	Oracle Application Database Analyst	PN 11	\$56,000.00	Reclassification	05/01/16
Chappius, Patricia	C	CC	Data & Process Automation Analyst	PN 10	\$53,000.00	Reclassification	05/01/16

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04/28/16

APPOINTMENTS / PART-TIME CLASSIFIED STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Ivy, SSire	N	FV	Administrative Clerk II, part-time, continuing	OC 4	\$13.16 / hr	Replacement	04/18/16

APPOINTMENTS / FULL-TIME CLASSIFIED STAFF

NAME	CURRENT OR NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Carpenter, Traci	C	W	Information & Enrollment Assistant	CU 5	\$37,179.00	Replacement	05/02/16
Lesmeister, Michael	N	MC	Groundskeeper	n/a	\$17.85 / hr	Replacement	05/16/16
Grass, Robert	N	FP	General Maintenance Mechanic	n/a	\$26.95 / hr	Replacement	05/23/16
Parker, David	N	FP	General Maintenance Mechanic	n/a	\$26.95 / hr	Replacement	05/02/16
McGraw, Kendal	N	FV	General Maintenance Mechanic	n/a	\$26.95 / hr	Replacement	05/16/16

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REVISIONS TO PREVIOUSLY- APPROVED ITEMS

Board of Trustees Approval on 02/25/16, page 1

Revise effective date for Rasmus Nielsen from 03/25/16 to 04/25/16.

INFORMATION ONLY

RETIREMENTS / FULL-TIME FACULTY

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Babbitt, Donna	W	Professor (Accounting)	9 years of service	05/31/16
Day, Leroy	MC	Professor (Foreign Language)	20 years of service	06/30/16
Montgomery, David	MC	Professor (Art)	16 years of service	05/31/16

RETIREMENTS / FULL-TIME ADMINISTRATIVE/ PROFESSIONAL STAFF

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Burks, Michael	MC	Manager, Digital Arts/ Tech Alliance	6 years of service	06/30/16
McCready, Joan	CC	Application/ Systems Analyst/ Programmer, Lead	12 years of service	06/30/16
Werner, Adria	FV	Executive Assistant	19 years of service	06/30/16
Ballot, Steven	FP	Network Systems Analyst	20 years of service	06/30/16

RETIREMENTS / FULL-TIME CLASSIFIED STAFF

NAME	LOCATION	TITLE	COMMENTS	EFFECTIVE DATE
Phillips, Eileen	FV	Secretary (Mass Communication)	44 years of service	03/31/16
Ehmke, Rita	CC	Accounting Clerk II	18 years of service	04/22/16
Kuenzel, Elizabeth	FV	Administrative Secretary II	33 years of service	06/30/16

INFORMATION ONLY

04/28/16

RESIGNATIONS / FULL-TIME ADMINISTRATIVE/ PROFESSIONAL STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Foster, Mark	CC	Application/ Systems Analyst/ Programmer, Specialist	04/01/16
Trauterman, Tammy	FV	Child Care Specialist	06/30/16

RESIGNATIONS / FULL-TIME CLASSIFIED STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Ash, Latricia	FP	College Police Officer	02/29/16
Taylor, Unlandia	CC	Accounting Clerk II	02/09/16

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Recommendation for Award/Purchasing – Renewal

- Supports: Assessment Departments – District Wide

Contract B0003400 with *ACT, INC.*, for the purchase of CAAP Placement Test materials, was originally approved by the Board of Trustees on May 28, 2015, for an annual amount estimated at \$75,000.00 for a period of one (1) full year with option to renew for a second and third year, beginning July 1, 2015. The original approval was for the use of three (3) tests, however, use of the COMPASS and ASSET tests have been discontinued. We are requesting approval to exercise the second year renewal option with additional funding estimated at **30,000.00**.

Recommendation for Award/Purchasing – Renewal

- Supports: Assessment Departments – District Wide

Board approval is requested for the renewal of Usablenet Assistive with **USABLENET, INC.** to provide a hosted product which creates an accessible view of the college's website for users with impaired physical or sensory abilities. The use of this product was originally approved on the May 17, 2007 agenda. The services provided through this product allows the college to comply with the American with Disabilities Act (ADA) and Web Content Accessibility Guidelines (WCAG) for web accessibility standards. The fee to renew this agreement is **\$26,236.10** for the contract period **April 30, 2016 through April 29, 2017**.

Recommendation for Award/Purchasing - Contract

- Supports: Physical Facilities – District Wide

Board approval is requested for the award of a contract for moving and storage services to **FRY-WAGNER, CORD MOVING AND STORAGE** and **GRAEBEL/ST. LOUIS MOVERS, LLC.**, in an amount estimated at **\$50,000.00**, split among the three (3) bidders with no guaranteed amount to any one bidder, for a period of three (3) full years, to begin July 1, 2016.

Description

This contract will be used primarily by the Physical Facilities Departments, at all locations, for the routine transport of equipment and materials to off-site locations and worksites. It will also be used to supplement in-house services for activities such as equipment and furniture removal during renovations, off-site temporary storage with re-delivery of same, transport of items between College locations and executive relocations. The recommended bidders offered the overall lowest prices, achieved the best overall scores and met all specifications. One known minority-owned and one known woman-owned business enterprises participated in this bid process.

Bid – B0003505

The evaluation of this bid, which opened March 1, 2016, is listed below:

<u>Bidders</u>	<u>Sample Job 4 Hr./Cost Labor & Equip.=60 Pts.</u>	<u>Other Evaluation Criteria=40 Points</u>	<u>Total Evaluation Score/100 Points</u>
FRY-WAGNER	\$331.00 = 59.88	38.34	98.22
CORD MOVING & STORAGE	330.00 = 60.00	37.30	97.30
GRAIBEL/ST. LOUIS MOVERS, INC.	359.96 = 56.67	40.00	96.67
Dodge Moving & Storage Company, Inc.	378.76 = 54.85	38.61	93.46
A-Mrazek.Com	397.00 = 53.25	38.64	91.89
Processer's Moving & Storage Co.	417.57 = 51.61	37.54	89.15
ABC Quality Moving & Storage	502.76 = 46.26	37.33	83.59
Hazzard Moving & Storage Co.	615.00 = 41.46	39.90	81.36

Funding

Expenditures made against this contract will be funded from current operating budgets.

Recommendation for Award/Purchasing – Contract

- Supports: Campus Registrars – District Wide

Board approval is requested for the award of a contract for the purchase of diplomas to **HERFF JONES, INC.**, in an estimated amount of **\$50,000.00**, for a period of three (3) full years, to begin July 1, 2016.

Description

This contract will be used by the four campus registrars to secure diploma sets, which includes a printed diploma, diploma cover and envelope, for all students awarded diplomas and program certificates. The contract also provides for blank diploma inserts and diploma reprints. Six (6) bid responses were received of which four (4) were “no bids”. When asked why “no bid”, they stated that they could not meet our current vendor’s low pricing. The recommended bidder offered the overall lowest price and meets all specifications.

Bid – B0003520

The evaluation of this bid, which was opened on March 16, 2016, is listed below:

<u>Bidder</u>	<u>Printed Diploma Inserts</u>	<u>Diploma Covers & Envelopes</u>	<u>Printed Diploma Insert, Diploma Cover & Envelope Per Set</u>
HERFF JONES, INC.	\$1.55	\$2.23	\$3.78
Balfour	3.18	6.51	9.69
Zebra Envelope	no bid		
Key Plus Products	no bid		
Continental Group	no bid		
Paradigm Inc.	no bid		

Funding

Expenditures against this contract will be funded from current operating budgets.

Recommendation for Award/Purchasing – Contract

- Supports: Campus Bookstores – District Wide

Board approval is requested for the award of a contract for the routine purchase of assorted food products for resale to ***OLD VIENNA L.L.C., BURKLUND DISTRIBUTORS, INC., WILLIAM F. BROCKMAN COMPANY, JELLY BELLY CANDY CO., MISTER SNACKS,*** and ***VISTAR KANSAS CITY,*** in an amount estimated at ***\$250,000.00*** with no guaranteed amount to any one vendor, for a period of three (3) full years, to begin July 1 2016.

Description

This contract will be used by the four campus bookstores to purchase items such as snack cakes, candies, snacks, chips, gums and sundry items for resale. All responding bidders are included in the recommendation for award to allow each campus location to purchase the items preferred by their patrons. One woman-owned enterprise participated in this bid process.

Bid – B0003512

The evaluation of this bid, which opened March 22, 2016, is listed below:

<u>Bidders</u>	<u>Number of Product Categories Offered</u>
<i>OLD VIENNA LLC</i>	<i>2 out of 7 categories</i>
<i>BURKLUND DISTRIBUTORS, INC.</i>	<i>6 out of 7 categories</i>
<i>WILLIAM F. BROCKMAN COMPANY</i>	<i>7 out of 7 categories</i>
<i>JELLY BELLY CANDY CO.</i>	<i>1 out of 7 categories</i>
<i>MISTER SNACKS</i>	<i>5 out of 7 categories</i>
<i>VISTAR KANSAS CITY</i>	<i>7 out of 7 categories</i>

Funding

Expenditures against this contract will be funded from current operating budgets.

Advertisements

Newspaper advertisements were placed in the St. Louis American and the St. Louis Post-Dispatch.

Recommendation for Award/Purchasing – Contract

- Supports – Physical Facilities District-Wide

Board approval is requested to allow the use of the National Intergovernmental Purchasing Alliance (National IPA) contract #141003 with **GRAINGER** for the purchase of maintenance, repair and operations supplies and equipment, for a period of three (3) years and eight (8) months, in an amount estimated at **\$180,000.00** to begin May 1, 2016.

Description

This contract will be used district-wide primarily to purchase supplies and equipment to maintain the college’s facilities. Usage of this contract will supplement the current hardware contract and broaden our access to a wide range of industrial supplies.

<u>Product Category</u>	<u>Discount % Off Listed Price</u>
Air Filters	45%
Motors and Power Transmission	28%
Cleaning Equipment and Supplies	25%
Personal Protective Equipment	25%
Lighting	25%
Tools	20%
Police, Fire, EMS Equipment and Supplies	20%
Batteries	18%
Electrical Supplies	15%
Pumps and Plumbing Supplies	15%
HVAC Equipment and Supplies	15%
Material Handling, Storage and Packaging	15%
Safety and Security Supplies	10%
Pneumatics	10%
Measuring Tools and Test Instruments	10%
Machining and Cutting	10%
Welding	10%
Lubricants, Sealants and Paint	10%
Fasteners and Adhesives	10%
Outdoor Equipment and Supplies	10%
Lab Equipment and Supplies	10%

Funding

Expenditures against this contract will be funded from current operating and external budgets.

Recommendation for Award/Purchasing – Contract

- Supports: Physical Facilities - District Wide

Board approval is requested for the award of a contract for the routine purchase of janitorial paper products including non-proprietary dispensers for district-wide standardization to **OLIVETTI ENTERPRISES** for Section IB-Toilet Tissue Paper and **ROYAL PAPERS** for Section IIB-Paper Towels, in an amount estimated at **\$300,000.00** annually, to be split between two (2) bidders, with no guaranteed amount to any one bidder, for a period of three (3) full years, with option to renew for a fourth and fifth year, to begin May 1, 2016.

Description

This contract will be used by the Physical Facilities Department at all College locations to standardize toilet tissue and roll paper towel purchases, district wide, with the goal of reducing cost. This contract is being awarded on a “section by section” basis. Three (3) bidders were disqualified due to the paper offered not meeting specifications and bidders that did not offer dispensers were not considered. The recommended bidders offered the best overall combination of product quality, pricing, escalation caps and delivery services and meet all requirements of the bid. A woman-owned business enterprises is being awarded Section IB of this bid.

Bid – B0003530

The evaluation of this bid, which opened on March 23, 2016, is listed below:

<u>Bidders</u>	SECTION IB TOILET TISSUE			SECTION IIB - PAPER TOWELS		
	Est. Cost/3 Years, w/Escalation			Est. Cost/3 Years, w/Escalation		
	<u>Price</u>	<u>Score</u>	<u>2 Items</u>	<u>Price</u>	<u>Score</u>	<u>4 Items</u>
OLIVETTI ENTERPRISES	\$ 324,979.10	100	2	668,666.07	80	3
ROYAL PAPERS	450,281.75	85	2	\$ 586,500.26	100	4
HP Products	338,016.47	96	2	502,171.50	75	3
Buckeye INTL	414,191.78	77	2	718,747.30	79	4
Veritiv	396,050.19	89	2	564,834.79	85	Disq
Dutch Hollow Supplies	369,184.55	88	2	564,641.88	80	Disq
New System	441,425.67	79	2	570,297.51	80	Disq
All-Type Vacuum	358,630.62	74	No Dispenser	514,661.39	60	No Dispensers
Clean Office Crew	743,219.21	41	No Dispenser	722,790.89	55	No Dispensers

Funding

Expenditures against this contract will be funded from current operating budgets.

Advertisement

Newspaper advertisements were placed in the St. Louis American and the St. Louis Post-Dispatch.

Recommendation for Award/Purchasing – Contract

- **Supports – Finance Division Compliance Requirements**

Board approval is requested for the award of a contract for independent auditing services to **KPM CPAs, PC**, in an amount estimated at **\$370,000.00**, for a period of five (5) full years, to begin with fiscal year 2016.

Description

Establishing this contract for independent auditing services will allow the College to have opinions rendered on: (1) the College's financial statements, (2) the College's federal awards under the terms of OMB Circular A-133, (3) the financial statements of the Non-Certificated Employees Retirement Plan, and (4) the financial statements of the St. Louis Community College Foundation. Bids were evaluated on the best combination of technical score and cost score.

Bid – B0003494

The evaluation of this bid, which opened March 21, 2016, is listed below:

<u>Bidders</u>	<u>Technical Score</u>	<u>5 Year Cost</u>	<u>Cost Score</u>	<u>Total Score</u>
KPM	31.44	370,000.00	60.00	91.44
KEB	30.33	437,000.00	50.80	81.13
Rubin Brown	35.72	448,500.00	49.50	85.22
Crowe Horwath	32.33	465,000.00	47.74	80.07
Plante Moran	33.33	485,500.00	45.73	79.06
BKD	34.60	498,000.00	44.58	79.18
Sikich LLP	33.40	498,200.00	44.56	77.96
Brown Smith and Wallace	30.47	500,000.00	44.40	74.87
Thurman L Brooks	19.00	500,000.00	44.40	63.40
Clifton Gunderson	29.33	511,650.00	43.39	72.72

Funding

All expenditures against this contract will be paid from current operating budgets and the Non-Certificated Employees Retirement Plan fund.

Advertisements

Newspaper advertisements were placed in the St. Louis American and the St. Louis Post-Dispatch.

Recommendation for Award/Purchasing - Contract

- Supports – Human Resources Department Administration of Employment Application Process

Board approval is requested for the renewal of software license, maintenance and support for an enterprise applicant tracking module from *PEOPLEADMIN*, in an amount estimated at **\$42,714.27**, for a period of one (1) full year to begin June 5, 2016.

Description

This software license will be used by Human Resources to continue providing access to the paperless applicant tracking system, which has streamlined the College's hiring process and enhanced applicant communications. New features have been added to integrate the application with Ellucian Banner and provide a mobile friendly applicant portal. PeopleAdmin is the sole developer of this software module, precluding a competitive bid.

Funding

This expenditure will be funded from current operating budgets.

Recommendation for Award/Purchasing

- Supports – Information Technology Departments District Wide

Board approval is requested to purchase licenses for Adobe Creative Cloud and Acrobat Professional from **SHI INTERNATIONAL CORPORATION**, in an amount estimated at **\$350,000.00**, for a period of three (3) full years, to begin June 1, 2016.

Description

Licenses for Adobe Creative Cloud and Acrobat Professional will provide students and staff access to Adobe’s full suite of creative tools for photography, video, audio and design, including Photoshop, Illustrator, InDesign, Dreamweaver, After Effects, Encore, and Muse. These software products are used for classroom and lab instruction in many programs: visual arts, technology, web development, education, engineering and communications programs. SHI International Corporation is an Adobe reseller; Adobe establishes the fee for their products, precluding a competitive bid. This vendor is a minority and woman-owned business enterprise.

<u>Software License</u>	<u>Unit Fee</u>	<u>Estimated Number of Licenses Required</u>	<u>Annual Fee</u>
Creative Cloud Complete	\$85.00	1,200	\$102,000.00
DC Pro	20.00	351	7,020.00
Captivate	35.10	54	<u>1,895.40</u>
Total Annual Fee			<u>\$110,915.40</u>

Funding

Expenditures against this contract will be funded from student technology and current operating budgets.

Recommendation for Award/Purchasing – Contract

- Supports – Workforce Solutions Group State of the St. Louis Workforce Event

Board approval is requested for the award of a contract to perform telephone surveys of regional employers to, ***DOCKING INSTITUTE OF PUBLIC AFFAIRS***, in an amount estimated at **\$30,084.00** (annually) for a period of one (1) year, with an option to renew for two (2) subsequent one (1) year periods.

Description

These telephone surveys will be conducted with regional employers doing business in industries that represent a composite of the St. Louis regional economy. The survey will attempt to gauge employer’s plans for hiring in the next year, the difficulties they are experiencing in finding a skilled workforce and the skill gaps they are finding in their applicants for job openings. The results of the surveys will be incorporated into the college’s annual “State of the St. Louis Workforce” report which will be disseminated at the annual State of the Workforce event hosted by the college. The recommended vendor meets all requirements of the bid.

Bid – B0003438

The evaluation of this bid, which opened Wednesday, April 13, 2016, is listed below:

<u>Bidders</u>	<u>Fee</u>
<i>DOCKING INSTITUTE OF PUBLIC AFFAIRS</i>	\$ 30,084.00
Lan Resources, LLC*	24,600.00
Professional Surveys of Pinellas, Inc.*	27,000.00
Priority Metrics Group*	31,500.00 Plus travel fees
Respana	32,632.50 Plus travel fees
Singo Solution, Inc.	33,000.00
California Marketing Group	33,750.00
Stakeholder Insights	37,500.00
Maximum Research, Inc.	37,500.00
Avant Marketing Group	38,000.00

*Firms do not meet labor market industry qualifications.

Funding

Expenditures against this contract will be funded from current operating budgets.

Advertisements

Newspaper advertisements were placed in the St. Louis American and the St. Louis Post-Dispatch.

Recommendation for Award/Purchasing – Contract

- Supports – Information Technology District Wide

Board approval is requested for the purchase of software license maintenance and support from *ORACLE*, in an amount estimated at **\$344,719.51**, for a period of one (1) full year, to begin, July 1, 2016.

Description

The Oracle database and business intelligence applications are an integral component of the Ellucian Resource Planning software system (Banner) used to run the College's Student, Financial Aid, Human Resources, and Finance systems, as well as other mission critical applications such as Hyperion and the Datamart.

Funding

This expenditure will be funded from current operating budgets.

Recommendation for Award/Purchasing - Contract

- Support Information Technology district-wide

Board approval is requested for the purchase of additional automic licenses from *ELLUCIAN*, in an amount estimated at *\$54,000.00*, with annual maintenance costs of *\$10,800.00*, with a 5% annual escalation to the maintenance fees.

Description

The automic license is used for process automation to run Banner jobs related to Finance, Financial Aid, Human Resources, Students and most integrated solutions. Additional licenses are required to provide business continuity and establish to establish redundancy at the disaster recovery site. This purchase will provide two (2) Unix Automation engines and 2 Unix agents which allows the systems to communicate with each other.

Funding

This expenditure will be funded from current operating funds.

Recommendation for Award/Purchasing

- Supports – Dining, Catering, and Snack Vending Services district wide

Board approval is requested for the award of a contract for full service cafeteria food services, catering services and snack, food and coffee vending services to **TREAT AMERICA FOOD SERVICES**, for a period of five (5) full years with an option to renew for two (2) additional three (3) year periods, with total net commissions to the college estimated at **\$135,383.00**, to begin July 1, 2016.

Description

This contract provides for dining services to students, staff and faculty for the Forest Park, Florissant Valley and Meramec campuses and catering services at all College locations. This contract also provides vended food, snack and coffee beverage services at all locations. The college is not offering the award to one bidder who offered a greater commission package which included vended beverages. The college is recommending the award of separate contract for vended beverages to another vendor with commissions and sponsorships estimated at \$1,071,200.00. The college would not receive the additional funds if all services were awarded together. Vending only proposals were eliminated because there were no proposals received for cafeteria and catering services only.

Bid – B0003486

The evaluation of this bid, which opened March 2, 2016, is listed below:

<u>Bidders</u>	<u>Vended Food Snack & Coffee Commission</u>	<u>Vended Beverage Commission</u>	<u>Café & Catering (Subsidy)/Commission</u>	<u>Net to College</u>
<i>TREAT AMERICA FOOD SERVICES</i>	<i>335,383.00</i>		<i>(200,000.00)</i>	<i>135,383.00</i> *
Aladdin	35,000.00	165,000.00	251,760.00	451,760.00
Consolidated	375,400.00		(382,500.00)	(7,100.00) *
<u>Vending Only Proposals</u>				
Advenco - Proposal 1	347,500.00			347,500.00
Advenco - Proposal 2	327,500.00			327,500.00
Canteen - Proposal 1	285,000.00			285,000.00
Canteen - Proposal 2	210,000.00			210,000.00

*These contracts allow for the award of a separate contract for vended beverages that will provide commissions to the college estimated at \$1,071,200.00

Funding

Expenditures against this contract will be paid from auxiliary service and current operating budgets.

Advertisements

Newspaper advertisements were placed in the St. Louis American and the St. Louis Post-Dispatch.

Recommendation for Award/Purchasing

- Supports – Vended and Fountain Beverage Services district wide

Board approval is requested for the award of a contract for vended and fountain beverage services with provisions for exclusive pouring rights to **PEPSI BEVERAGES COMPANY**, for a period of five (5) full years with an option to renew for two (2) additional three (3) year periods, with commissions to the college estimated at **\$1,071,200.00**, to begin July 1, 2016.

Description

This contract will be used at all College cafeterias and convenience stores to provide fountain beverages. This contract will also be used at each College location to provide vended beverages and beverage products for resale in the bookstores. The recommended bidder offered the overall best proposal and meets all bid requirements.

Bid – B0003486

The evaluation of this bid, which opened March 2, 2016, is listed below:

<u>Bidders</u>	<u>Beverage Commission</u>
<u>PEPSI BEVERAGE COMPANY</u>	<u>\$ 1,071,200.00</u>
Coca Cola Refreshments USA, Inc.	849,485.00

Funding

This is a revenue generating contract.

Advertisements

Newspaper advertisements were placed in the St. Louis American and the St. Louis Post-Dispatch.

Ratification for Award/Purchasing – Contract

- Supports – Campus Security District Wide

Board ratification is requested for the use of the National Joint Powers Alliance (NJPA) cooperative contract with *TYCO INTEGRATED SECURITY, LLC*, to purchase a one (1) year security camera maintenance contract, which began October 1, 2016, in an amount estimated at ***\$56,100.00***.

Description

The original purchase of the security camera system was approved by the Board of Trustees on May 16, 2016. This maintenance contract will cover charges for all parts and labor required for repairs and maintenance.

<u>Campus Security Camera System</u>	<u>Cost</u>
Florissant Valley Campus	\$ 15,000.00
Forest Park Campus	16,000.00
Meramec Campus	12,000.00
Wildwood Campus	3,100.00
South County Education Center	5,000.00
William J. Harrison Education Center	5,000.00
	<u>\$ 56,100.00</u>

Funding

This expenditure will be funded from the Public Safety, Pedestrian and Traffic Access budget.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of an annual concrete maintenance contract at various locations on the Florissant Valley, Meramec, South County Education Center, and Wildwood campuses to **Raineri Construction, LLC** in an amount of **\$46,594.75**.

Description:

This contract will cover general concrete repairs and replacement at the four locations. Included are plaza, roadway and drainage inlet repairs, correction of uneven sidewalks, curb replacement, and sealing all new concrete work. The scope of work was developed following recent site visits and receiving input from the campuses.

Bid specifications for Forest Park repairs will be rewritten and rebid at a later date.

Contractors were allowed to bid individual locations, combined for all locations or both. Award on an individual basis is in the best interest of the College.

Bid – F 16 004, Repairs to Concrete, St. Louis Community College at Florissant Valley, Meramec, South County Education Center, and Wildwood

The results of this bid, which opened March 31, 2016, are listed below

<u>Contractors:</u>	<u>Florissant Valley</u>	<u>Meramec & South County Education Ctr.</u>	<u>Wildwood</u>	<u>Total</u>
Raineri Construction, LLC	\$ 16,758.75	\$ 26,891.00	\$ 2,945.00	\$ 46,594.75
C. Rallo Contracting Company	26,100.00	61,300.00	5,800.00	93,200.00

Funding:

This project will be funded from capital budgets.

Advertisements:

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of four contracts to repair defective asphalt district wide to the following firms:

<u>Qualified Bidder</u>	<u>Contract Amount</u>	<u>Campus</u>
Ford Asphalt Company, Inc.	\$ 48,700.00	Florissant Valley
Asphaltic Maintenance & Construction, Inc.	16,710.00	FP & Harrison Education
Spencer Contracting Company	78,356.00	Meramec & South County
Byrne & Jones Construction	1,275.00	Wildwood
Grand Total	<u>\$145,041.00</u>	

Description:

Asphalt walkways, streets and parking lots were identified as areas to be roto-milled (removal of damaged top layer), overlaid, have cracks filled, and potholes patched. The scope of work was developed following recent site visits and receiving input from the campuses.

Contractors were allowed to bid individual locations, combined for all locations or both. Award on an individual basis is in the best interest of the College.

Bid – F 16 005, Repairs to Asphalt, St. Louis Community College at Florissant Valley, Forest Park, Harrison Education Center, Meramec, South County Education Center, and Wildwood

The results of this bid, which opened March 31, 2016, are listed below

<u>Contractors:</u>	<u>Florissant Valley</u>	<u>Forest Park & Harrison Education Ctr.</u>	<u>Meramec & South County Education Ctr.</u>	<u>Wildwood</u>	<u>Combined Bid</u>
Ford Asphalt Company, Inc.	\$ 48,700.00	19,900.00	84,100.00	1,850.00	154,500.00
Asphaltic Maintenance & Construction, Inc.	57,625.00	\$ 16,710.00	79,415.00	2,900.00	\$ 153,500.00
Spencer Contracting Company	54,300.00	20,447.00	\$ 78,356.00	4,600.00	155,000.00
Byrne & Jones Construction	55,200.00	23,550.00	87,600.00	\$ 1,275.00	0.00
Leritz Contracting, Inc., dba Busy Bee Paving, Inc.	57,371.00	36,521.00	102,272.00	1,900.00	198,064.00

Funding:

This project will be funded from capital budgets.

Advertisements:

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

Recommendation for Award/Physical Facilities:

Board approval is requested for award of a contract to build an isolation containment in the Florissant Valley Humanities Building to **CENPRO Services, Inc.** in an amount of **\$35,700.00**.

Description:

The Humanities Building’s roof is scheduled to be replaced this summer. The underside of the concrete roof deck in two entry lobbies and six studios is coated with asbestos containing acoustical material. As a precautionary measure, the areas will be isolated by constructing temporary partitions and covering floors to allow cleanup of any loosened or delaminated asbestos containing material and removing any possible public exposure to asbestos. Alternate #1 will abate the south entry in advance of the work to provide easier access to the building during construction.

Plans and specifications were prepared by NPN Environmental and the Physical Facilities/Engineering and Design Department.

Bid – F 16 502, Isolation of Humanities Building for Roofing Work, St. Louis Community College at Florissant Valley

The results of this bid, which opened March 29, 2016, are listed below:

<u>Contractors:</u>	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Total</u>
CENPRO SERVICES, INC.	\$ 32,500.00	\$ 3,200.00	\$ 35,700.00
Cardinal Environmental Operations Corporation	42,012.00	2,966.00	44,978.00
Talbert ICS, Inc.	60,307.00	1,340.00	61,647.00
Midwest Service Group	83,200.00	9,600.00	92,800.00
Spray Services, Inc.	86,400.00	3,100.00	89,500.00
Envirotech, Inc.	121,336.00	12,000.00	133,336.00

Funding:

This project will be funded from capital budgets.

Advertisements:

The College places newspaper advertisements, in compliance with Board policy, on those bids estimated to exceed \$15,000.00.

Recommendation for Award/Physical Facilities:

Board approval is requested of Change Order #3, for labor to troubleshoot Forest Park’s field controls for the Building Automation System upgrades awarded to Automation Solutions Group (ASG) at the April 23, 2015 BOT Meeting.

Description:

Many issues related to air flow, temperature and sensor readings and other operational issues were discovered while updating Forest Park’s building automation system. ASG will investigate each of the issues on site, adjusting their controls and programming as required. Any defective mechanical controls will be replaced by ASG using Owner supplied parts. These services will be performed at an hourly cost not to exceed \$40,000. College personnel will monitor the work performed to ensure accurate recording of the hours expended.

F 15 007, Building Automation System, St. Louis Community College at Forest Park, Meramec, Wildwood, Cosand Center, South County Education and University Center, Harrison Education Center, and the Center for Workforce Innovation

Original Contract Total	\$	565,000.00
Change Order #1		1,225.00
Change Order #2		45,000.00
Change Order #3		<u>40,000.00</u> (This Recommendation)
New Contract Total	\$	651,225.00

No Items this Month
Financial Reports will appear on a
Quarterly Basis,
in November, February, May and
August

Academic Affairs

Contracts and Agreements

Clinical Agreements

The college recommends that the following clinical agreements be ratified and/or approved by the Board of Trustees to provide clinical experiences for students enrolled in these programs.

Participant	Program	Effective Date
Lutheran Senior Services at Mason Pointe	Human Services	02/22/16
St. Anthony's Medical Center	EMS/EMT/Fire Protection	02/24/16

Articulation Agreement – Maryville University

It is recommended that the Board of Trustees approve an articulation agreement between St. Louis Community College and Maryville University. This agreement will allow students who complete the Associate in Applied Science in Physical Therapy Assistant to transfer seamlessly to Maryville University Bachelor of Science in Healthcare Practice Management.

Dual Credit Course Agreement for BIO: 109 Human Biology

It is recommended that the Board of Trustees approve the dual credit agreement between St. Louis Community College and the Maplewood – Richmond Heights School District. This agreement will allow students who participate in the Human Body course to earn three (3) credit hours in BIO: 109 Human Biology for a \$25.00 fee per credit hour.

Dual Credit Course Agreement for BIO: 117 Conservation and Ecology

It is recommended that the Board of Trustees approve the dual credit agreement between St. Louis Community College and the Maplewood – Richmond Heights School District. This agreement will allow students who participate in the Exploring Environmental Sustainability course to earn three (3) credit hours in BIO: 117 Conservation and Ecology for a \$25.00 fee per credit hour.

Dual Credit Course Agreement for ENG: 101 College Composition I

It is recommended that the Board of Trustees approve the dual credit agreement between St. Louis Community College and the Bayless School District. This agreement will allow students who participate in the College Composition I course to earn three (3) credit hours in ENG: 101 College Composition I for a \$25.00 fee per credit hour.

Dual Credit Course Agreement for ENG: 101 College Composition II

It is recommended that the Board of Trustees approve the dual credit agreement between St. Louis Community College and the Bayless School District. This agreement will allow students who participate in the College Composition II course to earn three (3) credit hours in ENG: 102 College Composition II for a \$25.00 fee per credit hour.

Workforce Solutions Group

Ratification of Direct Pay Agreements

The purpose of these agreements is to provide services to employers in the St. Louis region.

<u>Funding Source</u>	<u>Title of Program and/or Purpose</u>	<u>Campus</u>	<u>Date</u>	<u>Amount</u>
Hussmann Corporation	Technical Training	Workforce Solutions Group	March 2, 2016 through June 30, 2016	\$8,400 <i>(Previously reported \$9,370 – September, 2015. YTD Total \$17,770)</i>
	Manager: Don Robison			

Contracts and/or Agreements

Agreement between St. Louis Community College and United States Probation Office and Pretrial Services

It is recommended that the Board of Trustees ratify an agreement between St. Louis Community College and United States Probation Office and Pretrial Services. The program is to allow United States Probation Office and Pretrial Services Office clients to participate in Adult Basic Education and High School Equivalency training during the time frame of March 1, 2016 through February 28, 2017. The agreement will not exceed the amount of \$25,000.

Institutional Development

Acceptance of External Funds

St. Louis County Department of Human Services	\$ 10,861.09	Contract with St. Louis Community College to operate a Workforce Investment Act (WIA) MO-40 Job-Driven National Emergency Grant. This is a statewide grant that focuses on long-term unemployed, Dislocated Workers with the opportunity to receive work-based training to aid their return to the workforce. These opportunities include: On-the-Job Training (OJT) and Work Ready Missouri (WRM). On-the-Job Training is designed to assist Dislocated Workers; up to 1040 hours (6 months) of training on a worksite to develop the skills within a specific occupation in order for the individual to mature his or her skills with the goal of retaining employment. Work Ready Missouri allows Dislocated Workers to be voluntarily placed in a paid training site, receiving occupational work experience, up to 240 hours. This award represents additional funding.	Restricted
		Project Period: 7/1/14-9/30/16 Project Director: Lesley Abram	