

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ST. LOUIS COMMUNITY COLLEGE  
THURSDAY, SEPTEMBER 26, 2019**

The Regular Meeting of the Board of Trustees of St. Louis Community College was held on Thursday, September 26, 2019, at the Corporate College, 3221 McKelvey Road, Bridgeton, MO, pursuant to notice and in accordance with Section 610.020 RSMo, as amended.

1. Call to Order and Roll Call

Dr. Kevin M. Martin, Chair, called the meeting to order at 6:14 p.m. The following members of the Board of Trustees were present: Dr. Kevin M. Martin, Chair; Ms. Pam Ross, Vice Chair; Ms. Libby Fitzgerald, Trustee; Ms. Anne Marshall, Trustee; Dr. Craig Larson, Trustee; Mr. Rodney Gee, Trustee; and Dr. Doris Graham, Trustee.

Also present were Dr. Jeff Pittman, Chancellor; Ms. Kate Nash, Tueth Keeney; and Ms. Jessica Grove, Associate for Board Relations.

2. Public Hearing for Setting the Tax Rate

On motion by Dr. Larson and seconded by Mr. Gee, Dr. Martin recessed the regular meeting, and a Public Hearing was held in accordance with Section 67.110, Revised Statutes of Missouri (2005), which requires each political subdivision to hold a public hearing, after appropriate public notice prior to fixing its property tax rates for the fiscal year. Mr. Paul Zinck, Vice Chancellor for Finance and Administration, made a presentation on the tax rate. Following the presentation, Dr. Martin asked if there were any citizens who wished to be heard concerning the proposed tax rate. Hearing none, Dr. Martin asked for a motion to adjourn the hearing. On motion by Dr. Larson and seconded by Ms. Fitzgerald, the Board voted unanimously to adjourn the public hearing and the regular Board meeting was reconvened.

3. Approval of Resolution Setting the Tax Rate for 2019

On motion by Ms. Marshall and seconded by Ms. Ross, the Board unanimously adopted a Resolution to set the tax rate for the district for the tax year 2019 at 19.86 cents per one hundred dollars assessed valuation, for the General Fund of the College in the form attached hereto and by this reference incorporated herein in Exhibit A.

4. Welcome to Guests

Dr. Martin welcomed guests attending the meeting.

5. Citizens Desiring to Address the Board Regarding Agenda Items  
None
6. Adoption of Agenda/Revisions to Agenda  
Mr. Gee moved and Ms. Fitzgerald seconded to adopt the agenda. The Board unanimously adopted the agenda.
7. Recommended Approval of the August 15, 2019 Regular Board Meeting Minutes and the August 23, 2019 Special Meeting Minutes  
On motion by Dr. Larson and seconded by Dr. Graham, the Board unanimously approved the August 15, 2019 Regular Board Meeting Minutes and the August 23, 2019 Special Meeting Minutes.
8. Recognition of Student, Staff and Trustee Accomplishments  
Ms. Nez Savala, Communications Manager, read statements of congratulations for students and staff on their recent awards and accomplishments.
9. Information Items
  - Economic Impact Study  
Dr. Jeff Pittman presented on the Economic Value of St. Louis Community College.
10. Recommended Approval of Resolutions Re: October 24, 2019 Executive Sessions of the Board of Trustees  
On motion by Dr. Larson and seconded by Dr. Graham, the Board, by a roll-call vote, unanimously approved the resolution in Agenda Item #10, to schedule executive sessions of the Board on October 24, 2019 for the reasons and pursuant to the provisions of Section 610.022 of the Revised Statutes of Missouri stated in the resolution, all as more fully set forth in **Exhibit A** attached hereto and by this reference incorporated herein.
11. Recommended Approval of Trustee Travel to MCCA Annual Conference - November 6-8 in Kansas City  
On motion by Mr. Gee and seconded by Ms. Fitzgerald, the Board unanimously approved Trustee Travel to MCCA Annual Conference.
12. Recommended Approval of Voting Delegate/Alternate for the Association of Community College Trustees Leadership Congress  
On motion by Ms. Marshall and seconded by Ms. Fitzgerald, the Board voted unanimously to approve appointing Dr. Graham as the voting delegate and Dr. Larson as the alternate for the Association of Community College Trustees Leadership Congress.

13. Recommended Approval of Scheduling a Public Session Meeting for March 23, 2020 at 4pm for Board Policy Approval

On motion by Ms. Ross and seconded by Ms. Fitzgerald, the Board unanimously to approve scheduling a Public Session Meeting for March 23, 2020 for Board Policy Approval.

14. Board Committee Reports

**Board Policy Committee**

Dr. Martin presented the Board Policy Committee Report. Dr. Martin reminded attendees of the new Board email address: [board@stlcc.edu](mailto:board@stlcc.edu). He outlined the schedule for the lodging, review and approval of the updating board policies:

- Sections H, I & J – Lodged at the October meeting  
Approval at the November meeting  
Effective date of January 1, 2020
- Sections A-G - Lodged at the February meeting  
Approval at the March meeting  
Effective date of June 1, 2020

Dr. Martin said the committee is considering adding two sections – one for Students and then separating the Administrative and Professional Staff section. He emphasized that AP will need to align with Board Policy.

**Childcare Center Committee**

Dr. Pittman provided an update. There are several planning activities for the proposed Child Care Center at Forest Park at this time:

- Trustees have been visiting area school districts that operate Child Care Centers to observe and learn how they are managed
- An internal team within the College is meeting to develop a proposed business model plan similar to the Child Care Center at Flo Valley
- The Chancellor has met with Jeff Bonner, CEO, Saint Louis Zoo, and his staff and Michael McMillian, Urban League CEO with his staff to discuss potential partnerships. Tomorrow, representatives from the Urban League will tour a section of the PE building adjacent to the softball field that College staff are considering that may be converted into Child Care Space. The Zoo is interested in partnering with the College for a specific number of seats and the Urban League Head Start program is preparing its 5 year federal grant request and is interested in opening a center at Forest Park.

Ms. Ross requested further information on the Urban League Head Start program.

15. Approval of Consent Agenda Items

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

15.1 Consent Item Motion and Vote

Dr. Martin recommended pulling Bid 0003850 and Bid 0003841.

On motion by Ms. Fitzgerald and seconded by Mr. Gee, the Board unanimously approved the consent agenda items.

After a discussion, on motion by Ms. Ross and seconded by Ms. Marshall, the Board unanimously (with Dr. Martin abstaining) approved Bid 0003850 and Bid 0003841.

15.2 Academic Affairs

The Board, by consent, approved the following Resolution regarding academic affairs recommendations:

RESOLVED, that the Board of Trustees hereby approves the program recommendations all as more fully set forth in **Exhibit B** attached hereto and by this reference incorporated herein; and that, where appropriate, said programs be submitted to the Coordinating Board for Higher Education.

15.3 Human Resources

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 C** 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.

15.4 Bid Awards

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 D** 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 D; 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.

15.5 Finance

A. Financial Reports

No items this month. Financial Reports will appear on a Quarterly Basis in November, February, May and August.

Ratifications

The Board, by consent, unanimously ratified investments/daily repurchase agreements and payments for services rendered all as more fully set forth in **Exhibit E** attached hereto and by this reference incorporated herein.

Resolutions

The Board, by consent, unanimously approved a resolution of funds disbursement all as more fully set forth in Exhibit F attached hereto and by this reference incorporated herein.

15.6 Contracts/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 F** attached hereto and by this reference incorporated herein, are adopted and approved; 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.

15.7 Workforce Solutions Group

The Board, by consent, approved the following Resolution regarding the ratification of direct pay agreements and 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 G** attached hereto and by this reference incorporated herein, are adopted and approved; 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.

#### 15.8 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 H**, 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.

### 16. Communications

#### 16.1 Chancellor's Report **Legislative Updates**

29 out of 40 Delegate have been schedule to meet with myself and Ryan McKenna. We are providing a tour to the Senators individually at the new Center for Nursing and Health Sciences and are meeting with the Representatives in small groups at different campuses.

The College is working with MCCA and requesting \$30MM in equity funding for all 12 Colleges

### **New Dual Credit Jump Start Scholarship Program**

Staff are receiving very positive feedback on the new dual credit Jump Start Scholarship Programs from several school districts. I have been informed that two school districts are now considering moving all of their dual credit students to STLCC!

We will continue to promote this opportunity for high school students and have two promotional days planned at area high schools.

#### 16.2 Board Chair's Report

Dr. Martin shared that he will be joining Dr. Larson, Dr. Graham, Mr. Gee and Dr. Pittman in San Francisco for the ACCT Leadership Congress. Dr. Pittman and Dr. Larson will be presenting during the conference. He thanked JoAnn Digman, the Foundation staff and all the attendees for their support of the Tee for Tuition tournament. He reported that the first quarterly Board video Board Matters has been released. Dr. Martin thanked Kate Nash, the Board Policy Committee and the administration for their work on Board Policy.

Dr. Pittman introduced the Director of Online Education, Renita Luck.

#### 16.3 Citizens Desiring to Address the Board Regarding Other Concerns

None

#### 16.4 Board Member Comments

Dr. Graham expressed appreciation for the earlier meeting time. She attended the Salute to Excellence Dinner and said it was a great event. Dr. Graham also shared a personal story about early childhood education.

Dr. Larson encouraged STLCC faculty and staff to attend the MCCA Annual Conference in Kansas City. He also shared that the conference will be in St. Louis in 2020.

Ms. Ross shared details about her visits to other childcare facilities in the St. Louis area and how many of the staff members were educated at STLCC. Ms. Ross stressed the importance of early childhood education.

Ms. Marshall thanked Dr. Martin for appointing her to the Board Policy and Childcare Committees.

17. New Business

None

18. Adjournment

On motion made by Dr. Larson and seconded by Mr. Gee, the Board, voted unanimously to adjourn the public session at 7:12 p.m.

19. Workshop

Kelli Burns, Executive Director, Institutional Research, provided a report on enrollment and space utilization.

Trustees questioned how many high school students that participated in dual enrollment or dual credit, continue with STLCC.

Dr. Martin requested enrollment goals for the next 1, 3 and 5 years in the following categories:

- Campus
- Age Range
- Entry Status (Student type)
- High School
- District
- Online

20. Adjournment

The workshop adjourned at 7:52 p.m.

Respectfully submitted,

Jessica Grove  
Associate for Board Relations



**RESOLUTION OF THE ST. LOUIS COMMUNITY COLLEGE  
SETTING TAX RATE FOR 2019**

**WHEREAS**, the Community College District of St. Louis, St. Louis County, Missouri (hereinafter referred to as the “St. Louis Community College” or the “District”), at its regular meeting of the Board of Trustees (the “Board”) duly called and held on June 19, 2019 did adopt for the fiscal year ending June 30, 2020, a budget which calls for an expenditure of \$151,258,499; and

**WHEREAS**, it is necessary to partially fund said budget through General Fund tax revenues to be collected throughout the District; and

**WHEREAS**, the Board has the power under the Missouri Revised Statutes, as amended (“R.S.Mo.”) Section 178.870 to levy a tax of up to 10 cents per hundred dollars of assessed valuation on all taxable property within the District without voter approval; and

**WHEREAS**, based on an election duly called and held on February 3, 1970, the voters of the District authorized the District to levy a total of up to 15 cents per hundred dollars of assessed valuation of taxable property within the District; and

**WHEREAS**, based on an election duly called and held on August 5, 1980, , the voters of the District authorized the District to levy a total of up to 20 cents per hundred dollars of assessed valuation of taxable property within the District, and

**WHEREAS**, based on an election duly called and held on November 5, 1984, , the voters of the District authorized the District to levy a total of up to 30 cents per hundred dollars of assessed valuation of taxable property within the District, and which is the rate approved in the last previous school election; and

**WHEREAS**, because of the general reassessment of real property and due to the provisions of R.S.Mo. Section 137.073, as amended, the authorized rate of levy for the District was revised in 1985 to 22 cents, revised again in 1989 to 24 cents, and further revised in 2008 to 22 cents; and

**WHEREAS**, the District’s tax rate for the year 2019 has been calculated in accordance with R.S.Mo. Section 137.115, as amended; and

**WHEREAS**, pursuant to R.S.Mo. Sections 67.110 and 137.073, as amended, the 2019 ad valorem property tax rate to be fixed is as follows:

For the General Fund **19.86** cents

**NOW, THEREFORE, BE IT RESOLVED** by the Board of the St. Louis Community College as follows:

**Section 1.** That pursuant to the provisions of Article X, Sections 11(a), 11(b), 11(c) and 11(e) of the Constitution of Missouri, as amended, and R.S.Mo. Sections 164.011, 164.041, 164.161, 164.291, 178.770, 178.870 and 178.880, as amended, further pursuant to the authority granted to the District and its Board by voters at elections duly called and held on February 3, 1970, August 5, 1980 and November 5, 1984, and further pursuant to the provisions of R.S.Mo. Sections 137.073 and 67.110 as amended, the Board hereby finds and determines and hereby establishes and orders that a tax for the benefit of the District for the year 2019 be levied and collected as follows.

For the General Fund of the said St. Louis Community College, an operating tax at the rate of **19.86** cents on each one hundred dollars of the properties hereinafter described in Section 2;

**Section 2.** The tax hereinabove authorized to be levied and collected shall be levied and collected for 2019 at the rate hereinabove specified in Section 1, on each one hundred dollars of:

The assessed value of all real, personal and other property, within the corporate limits of the St. Louis Community College, including properties made taxable by law for state purposes, including, but not by way of limitation, all real and tangible personal property owned by railroads, street railways, boats, vessels, aircraft, bridge companies, electric light and power companies, electric transmission line companies, pipe line companies, express companies, air line companies, and other companies and public utilities whose property is assessed by the State Tax Commission.

**Section 3.** That the Assessor of the City of St. Louis, the Director of the Department of Revenue of the County of St. Louis, the Assessor of Jefferson County and the Assessor of Franklin County, and all other officers in said city and counties charged by law with the assessment of taxes, be and they are hereby requested and directed to enter upon the assessment books of taxable property in said city and counties, before delivering the same to the collector or other officials charged with the duty of collecting taxes, the tax levied and to be collected pursuant to Section 1 and 2 hereof.

**Section 4.** That the Secretary and the Treasurer of this Board be and hereby are directed to forthwith furnish a copy of this resolution, duly certified according to law to the Comptroller, the City Register and Collector of Revenue, the Assessor and License Collector of the City of St. Louis, and the County Clerks, the Assessors and the Collectors of St. Louis County, Franklin County and Jefferson County on or before October 1, 2019.

Trustee \_\_\_\_\_ moved to adopt the foregoing resolution, and the resolution as amended, being put to a roll call vote, the result was as follows:

Those voting YES:

Those ABSENT:

Those voting NO:

The motion having received the approval of the Board, President of the Board declared the motion carried and the resolution duly adopted this 26<sup>th</sup> day of September, 2019.

This is to certify that the foregoing is a true and correct copy of the proceedings held and the resolution adopted by the Board of Trustees of the St. Louis Community College, at its meeting duly called and held on September 26, 2019.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the official seal of the District this 26<sup>th</sup> day September of 2019.

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Jessica Grove  
Secretary, Board Of Trustees  
St. Louis Community College

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_ 2019.

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Notary Public

My commission expires: \_\_\_\_\_

**MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES  
ST. LOUIS COMMUNITY COLLEGE  
THURSDAY, AUGUST 15, 2019**

The Regular Meeting of the Board of Trustees of St. Louis Community College was held on Thursday, August 15, 2019, at the Corporate College, 3221 McKelvey Road, Bridgeton, MO, pursuant to notice and in accordance with Section 610.020 RSMo, as amended.

1. Call to Order and Roll Call

Dr. Kevin M. Martin, Chair, called the meeting to order at 6:06 p.m. The following members of the Board of Trustees were present: Dr. Kevin M. Martin, Chair; Ms. Pam Ross, Vice Chair; Ms. Libby Fitzgerald, Trustee; Ms. Anne Marshall, Trustee; Dr. Craig Larson, Trustee; and Dr. Doris Graham, Trustee. Mr. Rodney Gee, Trustee, was absent.

Also present were Dr. Jeff Pittman, Chancellor; Ms. Kate Nash, Tueth Keeney; and Ms. Yvonne Bloom, Acting Associate for Board Relations.

2. Welcome to Guests

Dr. Martin welcomed guests attending the meeting.

3. Citizens Desiring to Address the Board Regarding Agenda Items

None.

4. Adoption of Agenda/Revisions to Agenda

Dr. Larson moved and Ms. Fitzgerald seconded to adopt the agenda/revisions to the agenda. The Board unanimously adopted the agenda/revisions as amended (with Trustee Gee being absent).

5. Recommended Approval of the June 19, 2019 Regular Board Meeting Minutes and the July 30, 2019 Special Meeting Minutes

On motion by Ms. Marshall and seconded by Ms. Ross, the Board unanimously approved (with Trustee Gee being absent) the June 19, 2019 Regular Board Meeting Minutes and the July 30, 2019 Special Meeting Minutes.

6. Recognition of Student, Staff and Trustee Accomplishments

Ms. Nez Savala, Communications Manager, read statements of congratulations for students and staff on their recent awards and accomplishments.

7. Information Items

- Quarterly Finance Report  
Mr. Paul Zinck, Vice Chancellor of Finance & Administration and Mr. Mark Swadener, Assistant Controller presented the Quarterly Financial Reports and answered questions from the Board.
- Chancellor's Leadership Academy (CLA) Team Presentation – Cultural Transformation  
Members of the Chancellor's Leadership Academy (Jason Boehm, Joe Bryant, Susan Imbeah, Julia Jenner, Sanela Mesic and Keishauna Simms) presented information on the CLA leadership project and answered questions from the Board.

8. Recommended Approval of Resolutions Re: September 9, 2019 and September 26, 2019 Executive Sessions of the Board of Trustees

On motion by Dr. Graham and seconded by Ms. Ross, the Board, by a roll-call vote, unanimously approved (with Mr. Gee being absent) the resolution in Agenda Item #8, to schedule executive sessions of the Board on September 9, 2019 and September 26, 2019 for the reasons and pursuant to the provisions of Section 610.022 of the Revised Statutes of Missouri stated in the resolution, all as more fully set forth in **Exhibit A** attached hereto and by this reference incorporated herein.

9. Recommended Approval of Resolution re: Childcare

Ms. Ross read the resolution regarding childcare out loud for the record and introduced several guests who have assisted the Board committee on childcare with their work. On motion by Dr. Larson and seconded by Ms. Marshall, the Board unanimously approved (with Trustee Gee being absent) the resolution regarding childcare, all as more fully set forth in **Exhibit B** attached hereto and by this reference incorporated herein.

10. Recommended Approval of Scheduling a Public Hearing to Set the Tax Rate on September 26, 2019

On motion by Ms. Fitzgerald and seconded by Dr. Graham, the Board voted unanimously (with Trustee Gee being absent) to approve scheduling a Public Hearing to set the tax rate on September 26, 2019.

11. Recommended Approval of 2020 Board Meeting Schedule

On motion by Ms. Ross and seconded by Ms. Fitzgerald, the Board unanimously approved (with Trustee Gee being absent) setting the Board meeting schedule for 2020 all as more fully set forth in **Exhibit C**, attached hereto and by this reference incorporated herein.

12. Recommended Approval of Agreement between STLCC and SEIU, Local 1  
On motion by Ms. Ross and seconded by Ms. Fitzgerald, the Board voted unanimously (with Trustee Gee being absent) to approve the agreement between STLCC and SEIU, Local 1 all as more fully set forth in **Exhibit D**, attached hereto and by this reference incorporated here in.

13. Approval of Consent Agenda Items  
Consent items were approved by a single motion and vote unless otherwise noted below.

13.1 Consent Item Motion and Vote  
On motion by Dr. Graham and seconded by Ms. Ross, the Board unanimously approved (with Trustee Gee being absent) the consent agenda items.

13.2 Academic Affairs  
The Board, by consent, approved the following Resolution regarding academic affairs recommendations:

RESOLVED, that the Board of Trustees hereby approves the program recommendations all as more fully set forth in **Exhibit E** attached hereto and by this reference incorporated herein; and that, where appropriate, said programs be submitted to the Coordinating Board for Higher Education.

13.3 Human Resources  
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 F** 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.

13.4 Bid Awards  
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 G** 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 G; 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.

### 13.5 Finance

#### Budget

The following financial reports as of June 30, 2019, were submitted for the Board's information: general operating fund; student technology fee; college and student activities fees; public safety, pedestrian and traffic access; rental of facilities; student financial aid fund; restricted general fund; auxiliary enterprise fund; capital fund, agency fund, self-funded insurance; statement of net position; and investment reports.

#### Ratifications

The Board, by consent, unanimously ratified investments/daily repurchase agreements and payments for services rendered all as more fully set forth in **Exhibit H** attached hereto and by this reference incorporated herein.

#### Resolutions

The Board, by consent, unanimously approved a resolution of funds disbursement all as more fully set forth in Exhibit H attached hereto and by this reference incorporated herein.

### 13.6 Contracts/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 I** attached hereto and by this reference incorporated herein, are adopted and approved; 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.

13.7 Workforce Solutions Group

The Board, by consent, approved the following Resolution regarding the ratification of direct pay agreements and 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 J** attached hereto and by this reference incorporated herein, are adopted and approved; 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.

13.8 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 K**, 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.

#### 14. Communications

##### 14.1 Chancellor's Report

Dr. Jeff Pittman, Chancellor gave a PowerPoint presentation with highlights from the 2019 State of the St. Louis Workforce Report.

##### 14.2 Board Chair's Report

Dr. Martin welcomed everyone to a new semester. Shared that he is looking forward to a cost-neutral childcare proposal at the November meeting and reported that he will be disseminating a quarterly Board video update soon. Dr. Martin also introduced Kate Nash, an attorney with Tueth Keeney.

##### 14.3 Citizens Desiring to Address the Board Regarding Other Concerns

None.

##### 14.4 Board Member Comments

Dr. Graham complimented Dr. Martin on the way he moves the Board meetings along. She thanked Dr. Pittman for all of his hard work and she expressed sympathy for Keith Fuller on the recent loss of his mother. Dr. Graham also shared that her husband Jerry recently underwent spinal stenosis surgery. Jerry is rehabilitating in Delmar Gardens North and Dr. Graham would appreciate prayers for his recovery.

Ms. Marshall thanked Dr. Martin for moving the meeting time to 6:00 p.m. She also congratulated Dr. Pittman on the successful State of St. Louis Workforce event. Ms. Marshall shared that she recently attended a very informational ACCT board conference where she learned a great deal.

Ms. Ross thanked Dr. Martin for his work on the Board Policy review and his help with the childcare proposal. Ms. Ross also thanked Paul Zinck for his work on the childcare proposal.

Ms. Fitzgerald welcomed everyone to the fall semester. She is very excited about the possibility of having a childcare center at the Forest Park campus.

#### 15. New Business

None.

## 16. Adjournment

On motion made by Dr. Graham and seconded by Ms. Ross, the Board, voted unanimously (with Trustee Gee being absent) to adjourn the public session at 7:19 p.m.

## 17. Workshops

- STLCC Foundation  
Jo-Ann Digman, Executive Director of the STLCC Foundation and Traci O'Bryan, Chair of the Foundation Board gave an update on activities of the STLCC Foundation.
- MBE/WBE  
Paul Zinck, Vice Chancellor of Finance & Administration; Jill Houghton, Controller; Keith Fuller, Director of Diversity & Inclusion; Ken Kempf, Manager of Engineering & Design, and KeJuan Torrence, Buyer gave a report on efforts to increase our use of MBE/WBE firms.
- Digital Board Packet  
Keith Hacke, Chief Information Officer gave a presentation on board portal tools. Dr. Larson indicated that he would like to participate in the selection of a board portal along with Jessica Grove when she returns. Dr. Martin would like to have a digital board portal implemented in January 2020.
- Student Course Success Update  
Andrew Langrehr, Vice Chancellor for Academic Affairs provided an update on sharing student course success data with faculty.

## Adjournment

The workshop adjourned at 8:40 p.m.

Respectfully submitted,

Yvonne Bloom  
Acting Associate for Board Relations

**MINUTES OF SPECIAL MEETING  
BOARD OF TRUSTEES  
ST. LOUIS COMMUNITY COLLEGE  
FRIDAY, AUGUST 23, 2019**

A Special Meeting of the Board of Trustees of St. Louis Community College was held on Friday, August 23, 2019, at the Forest Park Campus, 5600 Oakland Avenue, St. Louis, MO, pursuant to notice and in accordance with Section 610.020 RSMo, as amended.

1. Call to Order and Roll Call

Dr. Kevin M. Martin, Vice Chair, called the meeting to order at 9:30 a.m. The following members of the Board of Trustees were present: Dr. Kevin M. Martin, Chair; Ms. Pam Ross, Vice Chair; Ms. Libby Fitzgerald, Trustee; and Ms. Anne Marshall, Trustee. Trustees Gee, Graham and Larson were absent.

Also present were Dr. Jeff Pittman, Chancellor; Mr. Hart Nelson, Associate Vice Chancellor for Workforce Solutions; and Ms. Yvonne Bloom, Acting Associate for Board Relations.

2. Recommended Approval of a Memorandum of Understanding between St. Louis Community College and Moberly Area Community College

On motion by Ms. Ross and seconded by Ms. Fitzgerald, the Board unanimously approved (with Trustees Gee, Graham and Larson being absent) the memorandum of understanding between St. Louis Community College and Moberly Area Community College, all as more fully set forth in **Exhibit A** attached hereto and by this reference incorporated herein.

3. Adjournment

On motion made by Ms. Marshall and seconded by Ms. Ross, the Board, voted unanimously (with Trustees Gee, Graham and Larson being absent) to adjourn the meeting at 9:33 a.m.

Respectfully submitted,

Yvonne Bloom  
Acting Associate for Board Relations

The Board is requested to approve the following resolution:

RESOLVED, that the Board of Trustees, pursuant to Section 610.021, RSMo, hold a closed meeting, record and vote on **October 24, 2019** at 5:00 p.m., at the Corporate College, 3221 McKelvey Rd, St. Louis, MO, 63044 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), RSMo); and
- 2) to discuss the lease, purchase or sale of real estate (Section 610.021(2), RSMo); and
- 3) to discuss action upon any personnel matters relating to the hiring, firing, disciplining or promotion of personnel, (Section 610.021(3), RSMo); and
- 4) to discuss preparation, including discussions or work product, on behalf of St. Louis Community College or its representatives for negotiations with employee groups (Section 610.021(9), RSMo); and
- 5) to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, (Section 610.021(13), RSMo); and
- 6) to discuss records which are protected from disclosure by law (Section 610.021(14), RSMo).

FURTHER RESOLVED, that notice of the closed meeting be given in accordance with Section 610.020, RSMo.

September 26, 2019

Board Agenda

*Academic Affairs*

**◆The college recommends that the Board of Trustees approve the revision of the Deaf Communication Studies: American Sign Language Certificate of Proficiency program submitted by the District Curriculum Committee.**

Program: Deaf Communication Studies: American Sign Language  
Certificate of Proficiency

Effective: Fall 2020 pending BOT approval

**Impact Statement**

This program is being revised to comply with HLC accreditation standards.

<b>Current Program</b>			<b>Revised Program</b>		
<b>Courses</b>		<b>Credits</b>	<b>Courses</b>		<b>Credits</b>
DCS 104	American Sign Language I	5	DCS 104	American Sign Language I	5
DCS 105	American Sign Language II	5	DCS 105	American Sign Language II	5
DCS 107	Fingerspelling and Numbers	3	DCS 107	Fingerspelling and Numbers	4
DCS 120	Fingerspelling Lab	1	DCS 111	American Sign Language Linguistics	4
DCS 111	American Sign Language Linguistics	3	DCS 115	Introduction to Deaf Culture	3
DCS 119	Theory of American Sign Language Lab	1	DCS 116	American Sign Language Semantics	3
DCS 115	Introduction to Deaf Culture	3			
DCS 116	American Sign Language Semantics	3			
<b>Program total</b>		<b>24 credits</b>	<b>Program total</b>		<b>24 credits</b>

## HUMAN RESOURCES AGENDA SUMMARY

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### APPOINTMENTS / FULL-TIME FACULTY

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Florini, Jeanne	Current Employee	FP	Professor	F5	\$84,484	Location Change	08/01/2019

### APPOINTMENTS / FULL-TIME ADMINISTRATIVE/PROFESSIONAL STAFF

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
McMeans, Nicole	Current Employee	CO	Co-Outreach/Intake Specialist	P-7	\$42,000	Replacement	10/01/2019
Dantzler, Sherese	New Employee	FV	Admissions Advisor I	PU-7	\$36,920	Replacement	10/01/2019
Smith, Sarah	New Employee	DW	District Dean of Libraries	A-22	\$105,000	Reorganization	11/04/2019
Boedeker, Elizabeth	Current Employee	FV	Dst Dir, Center for Plant & Life Science	P-15	\$80,100	Replacement	09/27/2019
Ahmed, Saira	New Employee	MC	Academic Advisor	PU-8	\$40,619	Replacement	10/07/2019
Cooper, Joseph	Current Employee	FP	Project Associate II	PU-8	\$46,178	Replacement	09/27/2019
Vlahos, Alexandria	Current Employee	CO	Sr Prog Planner/Cont Ed Coordinator	P-12	\$59,467	New Position	09/27/2019
Phillips, Robin	New Employee	CO	Assoc Vice Chancellor, Human Resources	A-24	\$138,000	Replacement	10/14/2019

### APPOINTMENTS / CLASSIFIED STAFF

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Reed, Anthony	New Employee	FP	Housekeeper	N/A	\$12.17/HR	Replacement	09/30/2019
Williams, Jennifer	New Employee	FP	Housekeeper	N/A	\$12.17/HR	Replacement	09/30/2019
Goodwin, Katie	New Employee	FP	Financial Aid Counselor	CU-6	\$37,087	Replacement	09/30/2019
Lawhorn, Alison	Current Employee	FV	Library Assistant I	CU-5	\$41,460	Location Change	09/30/2019
Lumsden, Kisha	Current Employee	CO	Business Services Specialist	CU-6	\$39,857	Replacement	09/30/2019
Bielicki, Kathleen	Current Employee	MC	Administrative Assistant I	CU-7	\$47,621	Replacement	09/27/2019
Barnett, Susan	Current Employee	FP	Coordinator, Campus Bookstore	CU-8	\$42,440	Replacement	09/27/2019
Reynolds, Kierra	Current Employee	CO	Administrative Secretary II	C-6	\$38,184	Reorganization	09/27/2019
Fox, Jessica	Current Employee	WW	Bookstore Assistant I	CU-4	\$32,386	Replacement	09/27/2019
Buckner, Andrea	Current Employee	FV	Housekeeper	N/A	\$17.50/HR	Location Change	09/27/2019



## APPOINTMENTS / CLASSIFIED STAFF

NAME	CURRENT/NEW EMPLOYEE	LOC	TITLE	RANGE	PAY RATE	COMMENTS	EFFECTIVE DATE
Wilson, Lakimyon	New Employee	MC	Housekeeper	N/A	\$11.93/HR	Replacement	09/30/2019
Harmon, Jennifer	Current Employee	MC	Continuing Laboratory Technician	CU-6	\$37,087	Replacement	09/27/2019
Lipinski, Steve	Current Employee	WW	General Maintenance Mechanic	N/A	\$32.42/HR	Location Change	09/27/2019
Battles, William	Current Employee	MC	General Maintenance Mechanic	N/A	\$32.42/HR	Location Change	09/27/2019
Payne, Elex	Current Employee	FP	Shipping & Receiving Clerk	N/A	\$26.35/HR	Replacement	09/27/2019
Miller, John	New Employee	CO	College Police Officer-DW	CU-6	\$37,087	Replacement	09/30/2019

## PROBATIONARY TO NON-PROBATIONARY STATUS / FULL-TIME CLASSIFIED STAFF

NAME	LOC	TITLE	PAY RATE	COMMENTS	EFFECTIVE DATE
McGuirk, Deborah	MC	Housekeeper	\$13.66 HR	Completion of Probationary Period	06/16/2019

## IT APPOINTMENTS

NAME	LOCATION	TITLE	RANGE	PAY RATE	EFFECTIVE DATE
Streicher, Lisa	CO	Business Analyst, HR	P-12	\$67,000	09/23/2019

## RESIGNATIONS/ADMINISTRATIVE/PROFESSIONAL STAFF

NAME	LOCATION	TITLE	RESIGNATION DATE	EFFECTIVE DATE
Turner, Frenchi	FP	CTE Retention Specialist	08/16/2019	08/31/2019
Goree, Cerra	FP	Coordinator Dual Credit/Enrollment Partnerships	09/05/2019	09/20/2019

## RESIGNATIONS / CLASSIFIED STAFF

NAME	LOCATION	TITLE	EFFECTIVE DATE
Murphy, Aileen	FV	Educational Assistant II	08/05/2019
Jennings, Justin	WW	End User Technology Specialist	08/16/2019

## REVISIONS TO PREVIOUSLY – APPROVED ITEMS

Board of Trustees approval of Edmond O’Neil on August 15, 2019, page 1: revised start date: from August 19, 2019 to September 3, 2019.

Board of Trustees approval of Clarissa Swope on April 25, 2019, Memo: revised location from FV to FP.

## RESOLUTION

**WHEREAS**, bids and change orders for material needs and/or services of St. Louis Community College (the “District”) have been solicited in accordance with Board Policy and Procedures, with applicable Federal and State laws, and such bids and change orders have now been tabulated and presented to the District’s Board of Trustees:

**NOW, THEREFORE, BE IT RESOLVED**, upon recommendation of the District’s Chancellor, the following awards and change orders are made to bidder complying with the specifications as follows:

<b><u>Request #</u></b>	<b><u>Description</u></b>	<b><u>Successful Bidder</u></b>	<b><u>Amount</u></b>
B0003506	Career Coach- Contract Renewal Change Order	Patterson Towing	\$112,000.00
CT160910001	Cooperative Contract Award	SHI International	\$500,000.00
CC190367002	Cooperative Contract Purchase	Lou Fusz Dodge	\$26,865.00
B0003843	Purchase of Chef’s Culinary Sets	Mercer Culinary	\$79,259.70
B0003842	Moving & Storage	Cord Moving & Storage, Hazzard Moving and 2XL Logistics LLC	\$165,000.00
B0003850	Scientific Laboratory Supplies	MIDSCI, Carolina Biological, Thomas Scientific, Fischer Scientific, Flinn Scientific, and Wards Science	\$435,000.00
B0003838	Paint and Related Supplies & Equipment	Sherwin-Williams and PPG	\$19,500.00
B0003735	Drug Testing Services	F&R Services (Contract Renewal) (No additional funding)	\$35,000.00
B0003877	Internet Service Provider	Missouri Education and Research Network (MOREnet)	\$67,000.00
B0003517	Cooperative Contract Award	CDW Government Inc.	\$500,000.00

**Agenda Item Details**

Meeting	September 26, 2019 – STLCC Board of Trustees Regular Meeting
Category	16.5 Finance
Subject	Award Renewal Change Order - B0003506 – Patterson Towing
Type	Consent Agenda
Recommended Action	The Board of Trustees adopt the resolution approving the contract renewal

**Initiator:** Matt Huber

**Background:**

The Career Coach Contract B0003506 is used to manage the college’s self-contained interactive educational and presentation vehicle designed to make perspective students aware of careers and technical training opportunities available at St. Louis Community College. The initial award was approved by the Board of Trustees on May 19, 2016 for a period of three (3) full years and five (5) months with an option to renew for one (1) subsequent year, for an amount estimated at \$112,500.00, annually.

The contract is scheduled to expire on November 30, 2019; however, we would like to continue use of this contract, therefore, Board of Trustee approval is requested to exercise the optional one (1) year renewal of the contract with an increase to the award amount estimated at \$112,500.00.

**Responses:**

<b>Firm</b>	<b>Location</b>	<b>Base Amount</b>
Patterson Towing (MBE)	St. Louis, MO	\$112,500.00

**The following companies/organizations also received the solicitation:**

- Mid-American Coaches, Washington, MO
- The Kerry Group, Fenton, MO

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

**Agenda Item Details**

Meeting	September 26, 2019 – STLCC Board of Trustees Regular Meeting
Category	16.5 Finance
Subject	Award Renewal Change Order – CT160910001– SHI International Corp.
Type	Consent Agenda
Recommended Action	The Board of Trustees adopt the resolution approving the continued use of the cooperative contract

**Initiator:** Keith Hacke

**Background:**

This State of Missouri Cooperative Contract is used to purchase complete microcomputer systems, components and related items and was initially approved by the Board of Trustees on September 27, 2018 for a period of one (1) year with the option to renew for three (3) consecutive one (1) year periods.

The State of Missouri has exercised the first renewal option, therefore Board approval is requested to continue use of this contract for one (1) year with an increase to the award amount estimated at \$500,000.00.

**Responses:**

This contract was competitively bid by the State of Missouri’s Division of Purchasing and thereafter awarded on a cooperative basis.

**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Cooperative Contract Purchase– CC190367002– Lou Fusz Dodge  
Type Consent Agenda  
Recommended Action The Board of Trustees adopt the resolution approving the purchase

**Initiator:** Alfred Adkins

**Background:**

This purchase is for a vehicle to be used by the Meramec Police Department for routine patrol operations.

Board approval is requested to use the State of Missouri Cooperative Contract – CC190367002 to purchase one (1) 2020 Dodge Durango Special Service Package Rear Wheel Drive Sport Utility from Lou Fusz Dodge, in an amount estimated at \$26,865.00.

**Responses:**

This contract was competitively bid by the State of Missouri’s Division of Purchasing and thereafter awarded on a cooperative basis.

## Agenda Items Details

Meeting	September 26, 2019 – STLCC Board of Trustees Regular Meeting
Category	16.5 Finance
Subject	Bid Award – B0003843 – Purchase of Chef’s Cutlery Sets
Type	Consent Agenda
Recommended Action	The Board of Trustees adopt the resolution approving the lowest acceptable and/or most responsive bid meeting STLCC’s requirements.

Initiator: Chef Piazza & Chef Shiller

### Background:

Chef Cutlery Sets were approved for purchase by the Board of Trustees on May 19, 2016. This contract enables the students of the Forest Park Hospitality Program to obtain the required basic cutlery sets that are used for classroom instruction and thereafter taken to their place of employment as tools of their profession.

Request for Proposal – B0003843 was issued on July 9, 2019, to establish a new contract for the purchase of Chef’s Cutlery sets; 15 (fifteen) vendors were contacted to provide proposals. Mercer Culinary was deemed to be the lowest and best responsive submittal meeting all requirement of the specification. Therefore, Board approval is requested for the award of a contract for the purchase of Chef’s cutlery sets to **MERCER CULINARY**, in an amount estimated at **\$80,000.00**, for a period of three (3) years, to begin October 1, 2019.

<u>Amount</u>	<u>Description</u>	<u>Vendor</u>	<u>Location</u>	<u>Fund Source</u>
79,259.70	Chef’s Cutlery Sets	Mercer Culinary	FP	General

### Responses:

<b>Supplier</b>	<b>Location</b>	<b>Base Amount</b>
Mercer Culinary	Ronkonkoma, NY	\$79,259.70
Ford Hotel Supply	St. Louis, MO	\$84,015.39

### The following companies/organizations also received the solicitation:

Westhof Knife, Norwalk, CT (non-responsive submission)  
Friedr Dick Knife, Farmingdale, NY (non-responsive submission)  
Cutlery and More, East Dundee, IL (non-responsive submission)  
JB Prince, New York, NY (non-responsive submission)  
B&J Peerless, St. Louis, MO (non-responsive submission)  
Gateway Restaurant Solutions, Columbia, IL (non-responsive submission)  
Sysco St. Louis, St. Charles, MO (non-responsive submission)  
US Foods, St. Louis, MO (non-responsive submission)  
Need-A Uniform, St. Louis, MO (non-responsive submission)  
Culinary Depot, Monsey, NY (non-responsive submission)  
The Ultimate Image, New York, NY (non-responsive submission)  
Messermmeister, Ojai, CA (non-responsive submission)  
Ergo Chef, Danbury, CT (non-responsive submission)

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

## Agenda Items Details

Meeting	September 26, 2019 – STLCC Board of Trustees Regular Meeting
Category	16.5 Finance
Subject	Bid Award – B0003842 – Moving & Storage
Type	Consent Agenda
Recommended Action	The Board of Trustees adopt the resolution approving the lowest acceptable and/or most responsive bid meeting STLCC’s requirements.

Initiator: Dennis Dill

### Background:

The Moving and Storage service contract was approved for purchase by the Board of Trustees on July 1, 2016. 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.

Request for Proposal – B0003842 was issued on July 5, 2019, to establish a new contract for a moving and storage service; 15 (fifteen) vendors were contacted to provide proposals. Cord Moving & Storage, and Hazzard Moving & Storage are deemed to be the lowest and best responsive submittal meeting all requirements of the specification for moving. It is also recommended to include 2XL Logistics LLC, MBE Firm, for storage needs. Therefore, Board approval is requested for the award of a contract for the purchase of a Moving & Storage service to ***CORD MOVING & STORAGE, HAZZARD MOVING & STORAGE AND 2XL LOGISTICS LLC***, in an amount estimated at ***\$165,000.00***, for a period of three (3) years, to begin October 1, 2019.

<u>Moving</u>	<u>Description</u>	<u>Vendor</u>	<u>Location</u>	<u>Fund Source</u>
\$422.64	Moving & Storage	Cord Moving & Storage	DW	General
\$654.70	Moving & Storage	Hazzard Moving & Storage	DW	General
\$206.00	Moving & Storage	2XL Logistics LLC (MBE)	DW	General

### Responses:

<u>Supplier</u>	<u>Location</u>	<u>Base Amount</u>
Cord Moving & Storage	Earth City, MO	\$422.64
Hazzard Moving & Storage	St. Louis, MO	\$654.70
2XL Logistics LLC	Cahokia, IL	\$206.00
Dodge Moving & Storage	Earth City, MO	\$421.45
Fry-Wagner Moving & Storage	Earth City, MO	\$372.00
A-MRAZEK Moving System	Kirkwood, MO	\$363.25

### The following companies/organizations also received the solicitation:

Small Movers LLC, St. Louis, MO (non-responsive submission)  
All My Sons, St. Ann, MO (non-responsive submission)  
Prossers Moving, St. Louis, MO (non-responsive submission)  
Bellhops Moving, St. Louis, MO (non-responsive submission)  
Senior Moving Managers, St. Louis, MO (non-responsive submission)  
Dielman Moving, St. Louis, Mo (non-responsive submission)



Allstar Moving, St. Louis, MO (non-responsive submission)  
 Smooth Transitions Moving, St. Louis, MO (non-responsive submission)  
 Two Men and a Truck, St. Louis, MO (non-responsive submission)  
 Federal Companies, Overland, MO (non-responsive submission)  
 ABC Quality Moving, St. Louis, MO (non-responsive submission)

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

**Agenda Items Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
 Category 16.5 Finance  
 Subject Bid Award – B0003841 – Scientific Laboratory Supplies  
 Type Consent Agenda  
 Recommended Action The Board of Trustees adopt the resolution approving the lowest acceptable and/or most responsive bid meeting STLCC’s requirements.

Initiator:

Background:

The purchase of Scientific Laboratory Supply Items was approved for purchase by the Board of Trustees on July 1, 2016. This contract is used by the Science and Allied Health Departments at all campus locations for the routine purchase of laboratory supply items, to include, but not limited to, reusable and disposable glassware, chemicals, reagents, culture media, diagnostic tests and small equipment items.

Request for Proposal – B0003850 was issued on July 30, 2019, to establish a new contract for the purchase of Scientific Laboratory Supply Items; 10 (ten) vendors were contacted to provide proposals. Midsci, Carolina, Biological, Thomas Scientific, Fisher Scientific, Flinn Scientific and Ward’s Science are deemed to be the lowest and best responsive submittal meeting all requirement of the specification. Therefore, Board approval is requested for the award of a contract for the purchase of Scientific Laboratory Supply Items to **MIDSCI, CAROLINA BIOLOGICAL, THOMAS SCIENTIFIC, FISHER SCIENTIFIC, FLINN SCIENTIFIC**, and **WARDS SCIENCE**, in an amount estimated at **\$435,000.00**, for a period of three (3) years, to begin October 1, 2019.

<u>Discount Percentage</u>	<u>Description</u>	<u>Vendor</u>	<u>Location</u>	<u>Fund Source</u>
5%	Scientific Lab Supplies	Carolina Biological	DW	General
.1% - 73%	Scientific Lab Supplies	Fisher Scientific	DW	General
15%	Scientific Lab Supplies	Flinn Scientific	DW	General
5% - 47%	Scientific Lab Supplies	Thomas Scientific	DW	General
15% - 33%	Scientific Lab Supplies	Wards Science	DW	General
20%	Scientific Lab Supplies	Midsci	DW	General

**Responses:**

<u>Supplier</u>	<u>Location</u>	<u>Base Percentage Amount</u>
Carolina Biological	Burlington, NC	5%
Fisher Scientific	Pittsburgh, PA	.1% - 73%
Flinn Scientific	Batavia, IL	15%
Thomas Scientific	Swedesboro, NJ	5% - 47%

Wards Science	Rochester, NY	15% - 33%
Midsci	Valley Park, MO	20%

**The following companies/organizations also received the solicitation:**

- VWR Scientific, Chicago, IL (non-responsive submission)
- School Specialty, Greenville, WI (non-responsive submission)
- Cen-Med, New Brunswick, NJ (non-responsive submission)
- Taylor Scientific, St. Louis, MO (non-responsive submission)

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

**Agenda Item Details**

Meeting	September 26, 2019 – STLCC Board of Trustees Regular Meeting
Category	16.5 Finance
Subject	Bid Award - B0003838 – Paint and Related Supplies & Equipment
Type	Consent Agenda
Recommended Action	The Board of Trustees adopt the resolution approving the lowest acceptable and/or most responsive bid meeting STLCC’s requirements.

**Initiator:** Dennis Dill

**Background:**

A contract for paint and related supplies & equipment was approved for by the Board of Trustees on July 1, 2016. The contract is used District-wide by maintenance staff to purchase a variety of paint, primers, stains, and related supplies to maintain cosmetic appearance of college facilities.

Request for Proposal - B0003838 was issued on July 1, 2019, to establish a new contract for Paint and Related Supplies & Equipment and 9 (nine) vendors were contacted to provide proposals. Sherwin – Williams and PPG were deemed to be lowest and best responsive submittal meeting all requirements of the specification. Therefore, Board approval is requested for the award of a contract for the purchase of paint, related supplies and equipment as needed to **SHERWIN-WILLIAMS**, and **PPG**, in an amount estimated at **\$19,500.00**, for a period of three (3) years, to begin October 1, 2019.

<u>Amount</u>	<u>Description</u>	<u>Vendor</u>	<u>Location</u>	<u>Fund Source</u>
\$953.04	Paint, Supplies & Eqpt	Sherwin - Williams	DW	General
\$1,122.15	Paint, Supplies & Eqpt	PPG	DW	General

**Responses:**

<b>Supplier</b>	<b>Location</b>	<b>Base Amount</b>
Sherwin – Williams	St. Louis, MO	\$953.04
PPG	St. Louis, MO	\$1,122.15
Flanagan Paint & Supply	Creve Coeur, MO	\$1,267.22

**The following companies/organizations also received the solicitation:**

- Reineke Decorating Ctr, St. Louis, MO (non-responsive submission)
- Farrell-Calhoun, St. Peters, MO (non-responsive submission)
- Benjamin Moore Paint, St. Louis, MO (non-responsive submission)
- Lowes, Kirkwood, MO (non-responsive submission)
- Handyman St. Louis, Florissant, MO (non-responsive submission)
- Home Depot, Bridgeton, MO (non-responsive submission)

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

**Agenda Item Details**

Meeting	September 26, 2019 – STLCC Board of Trustees Regular Meeting
Category	16.5 Finance
Subject	Contract Renewal - B0003735 F & R Services
Type	Action
Recommended Action	The Board of Trustees approves the second renewal option
Initiator	Director Adkins

**Background**

Contract B0003735 is used by St. Louis Community College Police Department, for drug testing services and was approved by the Board of Trustees on November 29, 2018, for a period of one (1) year, with an option to renew for a second and third year for an amount estimated at \$35,000.00.

Award/Change Order Approvals:

Contract B0003735 Award Approved November 29, 2018	\$ 35,000.00
Total Funding Approved To Date	<u>\$ 35,000.00</u>

The current award balance is \$33,534.00; therefore, Board of Trustee approval is requested to exercise the second year renewal option with no additional funding.

**Responses:**

<b>Firm</b>	<b>Location</b>	<b>Base Amount</b>
Concentra	St. Louis, MO	\$95
F&R Services (MBE)	Florissant, MO	\$172

**The following companies/organizations also received the solicitation**

Total Access Care, St. Louis, MO (non-responsive submission)  
Barnes Care, St. Louis, MO (non-responsive submission)  
Quest Diagnostic, Bridgetown, MO (non-responsive submission)  
LabCorp, St. Louis, MO (non-responsive submission)

This Invitation for Bid was advertised in the St. Louis American Newspaper, and the St. Louis Post-Dispatch. Also posted on St. Louis Community College website  
<https://www.stlcc.edu/departments/procurement.aspx>

**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Consortium Contract Purchase – Missouri Education and Research Network (MOREnet)  
Type Consent Agenda  
Recommended Action The Board of Trustees adopt the resolution ratifying the purchase

**Initiator:** Gene Galliani

**Background:**

This service provides a secure broadband internet connection, staff training, and IP addressing for the college. MOREnet is the State of Missouri’s research and education network of which the college has been a member since 1996.

Board ratification is requested to use MOREnet to acquire internet services, in an amount estimated at \$67,000.00, for a period of one year which began July 1, 2019.

**Responses:**

The University of Missouri System is the fiscal agent of the network, as fiscal agent all contracts and services are bid on behalf of the network.

### **Agenda Item Details**

Meeting	September 26, 2019 – STLCC Board of Trustees Regular Meeting
Category	16.5 Finance
Subject	Award Additional Funding – B0003517– CDW Government Inc.
Type	Consent Agenda
Recommended Action	The Board of Trustees adopt the resolution approving additional funds for use of the cooperative contract

**Initiator:** Keith Hacke

#### **Background:**

This Cooperative Contract is used to purchase complete microcomputer systems, components and related items and was initially approved by the Board of Trustees on November 30, 2017 for a period of one (1) year.

The Cooperative Contract with the National Intergovernmental Purchasing Alliance has exercised a third renewal option, therefore Board approval is requested to continue use of this contract for one (1) year with an increase to the award amount estimated at \$500,000.00

#### **Responses:**

This contract was competitively bid by National Intergovernmental Purchasing Alliance and thereafter awarded on a cooperative basis.

## RESOLUTION

**WHEREAS**, bids and consulting agreements for material needs and/or services of St. Louis Community College (the “District”) have been solicited in accordance with Board Policy and Procedures, with applicable Federal and State laws, and such bids and consulting agreements have now been tabulated and presented to the District’s Board of Trustees:

**NOW, THEREFORE, BE IT RESOLVED**, upon recommendation of the District’s Chancellor, the following awards and ratifications are made to the firm complying with the specifications as follows:

<b><u>Request #</u></b>	<b><u>Description</u></b>	<b><u>Recommended Firm</u></b>	<b><u>Amount</u></b>
F 20 201	Evaporative Cooler Replacement (CC)	Integrated Facility services	\$334,500.00
F 18 401N	Center for Nursing & Health Sciences – Carpentry (FP)	TW Constructors	\$20,057.00 (co #16)
F 18 401O	Center for Nursing & Health Sciences – Flooring (FP)	CI Select Flooring Solutions	\$25,701.00 (co #3)
F 18 401R	Center for Nursing & Health Sciences – Drywall (FP)	D & L Painting and Drywall	\$21,799.00 (co #21)
F19 402	Science Lab Relocations	Atlas Building Group	\$63,151.48 (co #5)
F19 402	Science Lab Relocations	Atlas Building Group	\$27,018.15 (co #6)
F20 402	Creation of Study Rooms In Library (FP)	Carrigan Construction	\$25,000.00
F20 403	Replacement of Electrical Substation (FP)	Kaiser Electric, Inc.	\$1,274,500.00
F20 404	New Flooring in Theater, Student Center, and Tower Bridges (FP)	TBD	\$25,000.00 (Est.)
F 20 501	Drainage Improvements (FV)	Byrne and Jones Construction	\$46,865.00
F20 602	Flooring Replacement in Continuing Ed Building (M)	TBD	\$24,000.00 (Est.)
F20 603	Renovation of SW108 for Nursing Expansion (M)	TBD	\$250,000.00 (Est.)
A19-0304 CHR #03	Design of Nursing Expansion (M)	Christner	\$ 25,400.00
A19-0310 H&S #04	Study of Kiln Gas Train (M)	Horner and Shifrin	\$ 2,000.00

**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Bid Approval – F20 201, Evaporative Cooler Replacement Corporate College – Integrated Facility Services  
Type Consent Agenda  
Recommended Action The Board of Trustees adopt the resolution approving the bid award

**Initiator:** Dennis Dill

**Background:**

The Evaporative Cooler (Cooling Tower) which supplies air conditioning to the Corporate College is unreliable and in increasing need of repairs. This contract will replace the condensing units, circulation fans, and associated systems. The work is scheduled to begin in the fall, when the cooling system can be taken off-line. Plans and specifications were created by the Engineering and Design and Horner and Shifrin consulting engineers

Request for Bid was issued on August 17, 2019, to replace the condensing units, circulation fans and associated equipment, and 7 (seven) contractors were contacted to provide proposals. Integrated Facility Services was deemed to be the lowest and best responsive submittal meeting all requirements of the specification. Therefore, Board approval is requested for the award of a contract for the work to **Integrated Facility Services** in the amount of **\$344,500.00**.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
*\$344,500.00	Evaporative Cooler Replacement	Integrated Facility Services	CO	Operating/ Capital

\*Recommended amount represents base bid of \$374,500, less voluntary alternate of a \$30,000 deduct to use an alternate fan, approved by the engineer.

**Responses:**

<b>Contractor</b>	<b>Location</b>	<b>Base Amount</b>
Integrated Facility Services	Fenton, MO	\$374,500.00
American Boiler Services, Inc.	St. Louis, MO	\$433,100.00
Waldinger Corporation	St. Louis, MO	\$505,153.00

**The following companies/organizations also received the solicitation:**

SystemAire, Earth City, MO  
Haberberger Mechanical Contractors, St. Louis, MO  
C & R Mechanical Company, Bridgeton, MO  
TRI Contractors, St. Louis, MO  
E-Plan, Columbia, MO  
Newspaper advertisements were placed in the St. Louis Countian, St. Louis Daily Record, and the St. Louis American.

**Agenda Item Details**

Meeting            September 26, 2019 – STLCC Board of Trustees Regular Meeting

Category           16.5 Finance

Subject            Change Order – F 18 406N, Center for Nursing & Health Sciences – Carpentry and General Trades at Forest Park – TW Constructors

Type                Consent Agenda

Recommended Action    The Board of Trustees adopt the resolution approving the issuance of the change order

**Initiator:** Bill Hubble

**Background:**

As they are located on the north side of the building, the dean’s and first floor dental offices were designed without shades. The dean requested shades for these offices to match the west side offices on the other floors.

Contract F 18 406N, Carpentry and General Trades was approved by the Board of Trustees at its April 26, 2018 meeting to TW Constructors. As this work falls within this contractor’s contract scope, they were contacted to provide pricing. The final change order costs were reviewed and recommended by Tarlton, the College’s Construction Manager on the project, and the College’s Engineering and Design department. Therefore, Board approval is requested for the award of a change order for the work to **TW Constructors** in the amount of **\$25,057.00**.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$20,057.00 (co #16)	Exterior Window Shades	TW Constructors	FP	Certificates of Participation

**Responses:**

<b>Contractor</b>	<b>Location</b>	<b>Base Amount</b>
TW Constructors	St. Louis, MO	\$20,057.00 (co #16)

**The following companies/organizations also received the solicitation:**

None



**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Change Order ratification – F 18 406O, Center for Nursing & Health Sciences – Flooring at Forest Park - CI Select Flooring Solutions  
Type Consent Agenda  
Recommended Action The Board of Trustees adopt the resolution ratifying the issuance of the change order

**Initiator:** Paul Zinck

**Background:**

The lobby area for all the floors required additional floor prep and leveling prior to the installation of the ceramic tile in these areas.

At its May 17, 2018 Board of Trustees meeting, The Board authorized the Chancellor to approve time sensitive change orders over \$15,000 for the Center for Nursing and Health Sciences construction, with subsequent ratification by the Board. The final change order cost was approved by the Chancellor, according to this policy.

Contract F 18 406O, Flooring was approved by the Board of Trustees at its April 26, 2018 meeting to CI Select Flooring Solutions. As this work falls within this contractor’s contract scope, they were contacted to provide pricing. The final change order costs were reviewed and recommended by Tarlton, the College’s Construction Manager on the project, and the College’s Engineering and Design department. Therefore, Board ratification is requested for the award of a change order for the work to **CI Select Flooring Solutions** in the amount of **\$25,701.00**.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$25,701.00 (co #3)	Additional Floor Prep	CI Select Flooring Solutions	FP	Certificates of Participation

**Responses:**

<b>Contractor</b>	<b>Location</b>	<b>Base Amount</b>
CI Select Flooring Solutions	St. Louis, MO	\$25,701.00 (co #3)

**The following companies/organizations also received the solicitation:**

None

**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Change Order ratification – F 18 R Center for Nursing & Health Sciences – Drywall at Forest Park – D & L Painting and Drywall  
Type Consent Agenda  
Recommended Action The Board of Trustees adopt the resolution ratifying the issuance of the change order

**Initiator:** Paul Zinck

**Background:**

Various drywall patching and vapor barrier additions, were required to complete the Center for Nursing and Health Sciences. A portion of these charges included back charges to other contractors, paid by the contractors necessitating the work through contract credits.

At its May 17, 2018 Board of Trustees meeting, The Board authorized the Chancellor to approve time sensitive change orders over \$15,000 for the Center for Nursing and Health Sciences construction, with subsequent ratification by the Board. The final change order cost was approved by the Chancellor, according to this policy.

Contract F 18 406R, Drywall and Air/ Vapor Barrier was approved by the Board of Trustees at its April 26, 2018 meeting to D & L Painting and Drywall. As this work falls within this contractor’s contract scope, they were contacted to provide pricing. The final change order costs were reviewed and recommended by Tarlton, the College’s Construction Manager on the project, and the College’s Engineering and Design department. Therefore, Board ratification is requested for the award of a change order for the work to **D & L Painting and Drywall** in the amount of **\$21,799.00**.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$21,799.00 (co #21)	Additional Drywall Repairs	D & L Painting and Drywall	FP	Certificates of Participation

**Responses:**

<u>Contractor</u>	<u>Location</u>	<u>Base Amount</u>
D & L Painting and Drywall	St. Louis, MO	\$21,799.00 (co #21)

**The following companies/organizations also received the solicitation:**

None

**Agenda Item Details**

Meeting            September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category            16.5 Finance  
Subject            Change Order ratification – F 19 402, Science Lab Relocations at Forest Park – Atlas Building Group  
Type                Consent Agenda  
Recommended Action    The Board of Trustees adopt the resolution ratifying the issuance of the change order

**Initiator:** Ken Kempf

**Background:**

During the renovation of the science labs, several mechanical revisions were needed to address hidden conditions. These revisions included re-routing piping and ductwork, field adapting and plumbing changes to replace water valves relocate the DI tank, and re-plumbing pipette washing stations. In order to meet the tight time frame for completion of the project before the fall semester, the mechanical subcontractor was authorized to make the necessary mechanical revisions on a time and material basis, per Board Policy I.5.

The final change order costs were reviewed and approved by the College’s Engineering and Design department. Therefore, Board ratification is requested for the award of a change order for the work to **Atlas Building Group** in the amount of **\$63,151.48**.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$63,151.48 (co #5)	Mechanical Work Revisions	Atlas Building Group	FP	HB 19 Funding/ Operating/ Capital

**Responses:**

<u>Contractor</u>	<u>Location</u>	<u>Base Amount</u>
Atlas Building Group	St. Charles, MO	\$63,151.48 (co #5)

**The following companies/organizations also received the solicitation:**

None

**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Change Order ratification – F 19 402, Science Lab Relocations at Forest Park – Atlas Building Group  
Type Consent Agenda  
Recommended Action The Board of Trustees adopt the resolution ratifying the issuance of the change order

**Initiator:** Ken Kempf

**Background:**

During the renovation of the science labs, several electrical revisions were needed to address hidden conditions. These revisions included additional outlets, and power, low voltage, and wiremold additions in labs. In order to meet the tight time frame for completion of the project before the Fall semester, the electrical subcontractor was authorized to make the revisions on a time and material basis, per Board Policy I.5.

The final change order costs were reviewed and approved by the College’s Engineering and Design department. Therefore, Board ratification is requested for the award of a change order for the work to **Atlas Building Group** in the amount of **\$27,018.15**.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$27,018.15 (co #6)	Electrical Work Revisions	Atlas Building Group	FP	HB 19 Funding/ Operating/ Capital

**Responses:**

<u>Contractor</u>	<u>Location</u>	<u>Base Amount</u>
Atlas Building Group	St. Charles, MO	\$27,018.15 (co #6)

**The following companies/organizations also received the solicitation:**

None

**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Bid Approval – F20 402, Creation of Study Rooms in Library at Forest Park – Carrigan Construction  
Type Consent Agenda

Recommended Action The Board of Trustees adopt the resolution approving the bid award

**Initiator:** Julie Fickas

**Background:**

The lower mezzanine of the library will be renovated to move various academic services areas from the 0 level of the building. This contract will construct two (2) group study rooms in the west lower mezzanine, including new finishes, lighting, and technology.

Request for Bid was issued on August 19, 2019, to construct study rooms at the Forest Park campus and 11 (eleven) contractors were contacted to provide proposals. Carrigan Construction was deemed to be lowest and best responsive submittal meeting all requirements of the specification. Therefore, Board approval is requested for the award of a contract for the work to **Carrigan Construction** the amount of **\$25,000.00**.

Plans and Specifications were prepared by the College’s Physical Facilities/ Engineering and Design department and Etegra architects.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$25,000.00	Creation of Study Rooms in Library	Carrigan Construction	FP	Operating/ Capital

**Responses:**

<b>Contractor</b>	<b>Location</b>	<b>Base Amount</b>
Carrigan Construction	Wentzville, MO	\$25,000.00
ICS Construction Services, Ltd.	St. Louis, MO	\$38,300.00
AME Construction	St. Charles, MO	\$39,996.00
Wachter, Inc.	St. Louis, MO	\$40,680.00
Brady Construction	St. Louis, MO	\$41,880.00
WB Construction	St. Louis, MO	\$43,227.46
John Kalicak Construction, Inc.	St. Louis, MO	\$44,626.00
Jackson Building Group	St. Louis, MO	\$52,320.00
Wright Construction Services	St. Louis, MO	\$58,000.00
Raineri Construction	St. Louis, MO	\$81,308.56

**Agenda Item Details** F20 402, Creation of Study Rooms in Library at Forest Park (Continued)

**The following companies/organizations also received the solicitation:**

Atlas Building Group, St. Charles, MO

Interface Construction, St. Louis, MO

KAI Design Build, St. Louis, MO

Kozeny Wagner, Inc., Arnold, MO

Simms Building Group, St. Louis, MO

E-Plan, Columbia, MO

MOKAN Construction Contractor Assistance Center, St. Louis, MO

The Builder's Association, Jefferson City, MO

Mid-States Minority Supplier Development Council, St. Louis, MO

Newspaper advertisements were placed in the St. Louis Countian, St. Louis Daily Record, and the St. Louis American.

**Agenda Item Details**

Meeting            September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category           16.5 Finance  
Subject            Bid Award – F20 403– Replacement of Electrical Substation at Forest Park - Kaiser Electric, Inc  
Type                Consent Agenda

Recommended Action    The Board of Trustees adopt the resolution approving the bid award.

**Initiator:** Dennis Dill

**Background:**

The campus substation, which distributes power to the Forest Park campus was seriously damaged by fire on February 11, 2019. This contract will replace the substation with the same type as the existing under the College’s insurance claim for the incident.

Due to the approval and fabrication time for the new gear, the substation will be replaced next fall and temporary measures to continue to provide power to the campus will be employed during the final installation and connections.

The bulk of this contract will be paid for by the College’s insurance claim for the loss, less the deductible amount, which has already been expensed. The College’s claim representative is reviewing the bid submittals.

Request for Bid was issued on August 12, 2019, to replace the electrical substation at the Forest Park campus and 9 (nine) contractors were contacted to provide proposals. Kaiser Electric, Inc. was deemed to be lowest and best responsive submittal meeting all requirements of the specification. Therefore, Board approval is requested for the award of a contract for the work to ***Kaiser Electric, Inc.*** in the amount of **\$1,274,500.00**.

Plans and Specifications were prepared by the College’s Physical Facilities/ Engineering and Design department and IMEG consulting engineers.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$1,274,000.00	Replacement of Electrical	Kaiser Electric, Inc	FP	Insurance/ Operating/ Capital

**Responses:**

<u>Contractor</u>	<u>Location</u>	<u>Base Amount</u>
Kaiser Electric, Inc.	St. Louis, MO	\$1,274,500.00
Guarantee Electrical Construction Company	St. Louis, MO	\$1,524,600.00

**Agenda Item Details** F20 403, Replacement of Electrical Substation at Forest Park (Continued)

**The following companies/organizations also received the solicitation:**

Sachs Electric Company, St. Louis, MO  
Schaeffer Electric Company, Inc., St. Louis, MO  
Schneider Electric Company, St. Louis, MO  
Electrorep, St. Louis, MO  
TGB, Inc., St. Louis, MO  
Interface Construction Corporation, Berkely, MO  
Powell Electrical Systems, Inc., Houston, TX  
E-Plan, Columbia, MO  
MOKAN Construction Contractor Assistance Center, St. Louis, MO  
The Builder's Association, Jefferson City, MO  
Mid-States Minority Supplier Development Council, St. Louis, MO

Newspaper advertisements were placed in the St. Louis Countian, St. Louis Daily Record, and the St. Louis American.



**Agenda Item Details**

Meeting            September 26, 2019 – STLCC Board of Trustees Regular Meeting

Category           16.5 Finance

Subject            Bid Award – F 20 404 – New Flooring in Theater, Student Center, and Tower Bridges at Forest Park - TBD

Type                Consent Agenda

Recommended Action    The Board of Trustees adopt the resolution delegating authority to the Vice Chancellor for Finance and Administration to approve the final bid award.

**Initiator:** Julie Fickas

**Background:**

The existing flooring in the bridges connecting D and E Tower, and the entry vestibules of the Student Center and Theater buildings is worn and in need of replacement. This contract will provide new vinyl composition tile for the bridges, and new walk off mats with imbedded College logo in D Tower, Theater and Student Center entry areas.

Board approval is requested to proceed with a flooring replacement project, with the understanding that the final bid award will be approved by the Vice Chancellor for Finance and Administration before the next regularly scheduled board meeting to allow the flooring materials to be ordered for installation over winter break. Therefore, it is requested that the Board delegate authority to the Vice Chancellor for Finance and Administration to approve the final award of the contract and present final details to the Board at its next regularly scheduled meeting. It is estimated that the contract award will be in the estimated amount of **\$25,000.00**.

Plans and specifications were created by the Engineering and Design department.

<b><u>Amount</u></b>	<b><u>Description</u></b>	<b><u>Contractor</u></b>	<b><u>Location</u></b>	<b><u>Fund Source</u></b>
\$25,000.00 Est.	New Flooring in Theater, at Student Center, Tower Bridges	TBD	FP	Operating/ Capital

Newspaper advertisements will be placed in the St. Louis Countian, St. Louis Daily Record, and the St. Louis American.

**Agenda Item Details**

Meeting            September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category           16.5 Finance  
Subject            Bid Approval – F20 501, Drainage Improvements at Florissant Valley – Byrne and Jones Construction  
Type                Consent Agenda

Recommended Action    The Board of Trustees adopt the resolution approving the bid award

**Initiator:** Jeff Smith

**Background:**

Improper drainage along the east side of the soccer field is causing erosion to the hillside. This contract will reroute the runoff directly to a nearby storm sewer inlet.

Request for Bid was issued on August 21, 2019, to improve the drainage at the Florissant Valley campus and 7 (seven) contractors were contacted to provide proposals. Byrne and Jones Construction was deemed to be lowest and best responsive submittal meeting all requirements of the specification. Therefore, Board approval is requested for the award of a contract for the work to **Byrne and Jones Construction** in the amount of **\$46,865.00**.

Plans and Specifications were prepared by the College’s Physical Facilities/ Engineering and Design department and IMEG consulting engineers.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$46,865.00	Drainage Improvements	Byrne and Jones Construction	FV	Operating/ Capital

**Responses:**

<u>Contractor</u>	<u>Location</u>	<u>Base Amount</u>
Byrne and Jones Construction	Bridgeton, MO	\$46,865.00
Raineri Construction LLC	St. Louis, MO	\$55,766.00

**The following companies/organizations also received the solicitation:**

- Bennish Construction Company, Inc., Ballwin, MO
- Gabion Contracting Company, Inc., St. Louis, MO
- Infrastructure Management, Inc., St. Louis, MO
- R.V. Wagner, Inc., St. Louis, MO
- C. Rallo Construction, St. Louis, MO
- E-Plan, Columbia, MO
- MOKAN Construction Contractor Assistance Center, St. Louis, MO
- The Builder’s Association, Jefferson City, MO

**Agenda Item Details**

Meeting            September 26, 2019 – STLCC Board of Trustees Regular Meeting

Category           16.5 Finance

Subject            Bid Award – F 20 602 – Flooring Replacement in Continuing Education Building at Meramec - TBD

Type                Consent Agenda

Recommended Action    The Board of Trustees adopt the resolution delegating authority to the Vice Chancellor for Finance and Administration to approve the final bid award.

**Initiator:** Dennis Dill

**Background:**

The existing flooring in the first and second floors of the Continuing Education building at Meramec, which houses Continuing Education and Marketing and Communications staff, is worn and in need of replacement. This contract will provide carpet in the offices and public areas, and new vinyl composition tile for the kitchenette and other service areas.

Board approval is requested to proceed with a flooring replacement project, with the understanding that the final bid award will be approved by the Vice Chancellor for Finance and Administration before the next regularly scheduled board meeting to allow the flooring materials to be ordered for installation over winter break. Therefore, it is requested that the Board delegate authority to the Vice Chancellor for Finance and Administration to approve the final award of the contract and present final details to the Board at its next regularly scheduled meeting. It is estimated that the contract award will be in the estimated amount of **\$24,000.00**.

Plans and specifications were created by the Engineering and Design department.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$24,000.00 Est.	Flooring Replacement in Continuing Education Building	TBD	M	Operating/ Capital

Newspaper advertisements will be placed in the St. Louis Countian, St. Louis Daily Record, and the St. Louis American.

**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Bid Award – F 20 603 – Renovation of SW108 for Nursing Expansion at Meramec - TBD  
Type Consent Agenda

Recommended Action The Board of Trustees adopt the resolution pre-approving the bid award.

**Initiator:** Bill Hubble

**Background:**

The MO-EXCELS grant is providing funding for the expansion of the nursing program at Meramec and Florissant Valley, and the creation of a nursing program at the Wildwood campus. Programming for the Florissant Valley and Wildwood renovations are continuing and approval will be requested at a subsequent Board meeting for construction next summer.

This contract will create a simulation lab in an existing classroom, as well as renovate areas in the present skills lab to provide additional checkout rooms, and improve access to the lab.

Board approval is requested to proceed with a renovation project, with the understanding that the final bid award will be approved by the Vice Chancellor for Finance and Administration before the next regularly scheduled board meeting to allow the renovation work to start this fall to have the area ready for the 2020 Spring semester. Therefore, it is requested that the Board delegate authority to the Vice Chancellor for Finance and Administration to approve the final award of the contract and present final details to the Board at its next regularly scheduled meeting. It is estimated that the contract award will be in the estimated amount of **\$250,000.00**.

Plans and specifications were created by the Physical Facilities/ Engineering and Design department and Christner architects.

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$250,000.00 Est.	Renovation of SW108 for Nursing Expansion	TBD	M	Grant/Capital/Operating

Newspaper advertisements will be placed in the St. Louis Countian, St. Louis Daily Record, and the St. Louis American.

**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Consulting Agreement ratification – A19-0304 CHR #04 – Design of Nursing Renovations at Meramec – Christner, Inc.  
Type Consent Agenda  
Recommended Action The Board of Trustees adopt the resolution ratifying the issuance of the consulting agreement.

**Initiator:** Bill Hubble

**Background:**

The MO-EXCELS grant is providing funding for the expansion of the nursing program at Meramec and Florissant Valley, and the creation of a nursing program at the Wildwood campus. This agreement will engage the consultant to prepare the construction documents for the renovations listed in Contract F20 603. The Florissant Valley and Wildwood renovations design fee approval will requested at a subsequent Board meeting for construction next summer.

College Board Policy I.8 – Selection of Architectural and Engineering (A/E) Services for Physical Facilities Projects requires that architectural and engineering consultants be selected on the basis of demonstrated competence and qualifications for the type of professional services required, and at fair and reasonable prices. This policy further requires Board ratification of consulting agreements less than \$50,000.

Christner was chosen from the College’s open end consultant list due to their experience in programming, conceptual design, and CDs for similar spaces, including the Optometry/ Nursing building at UMSL. Therefore, Board ratification is requested for the award of an agreement for the consulting agreement to **Christner** in the amount of **\$25,400.00**

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$25,400.00	Design of Nursing Renovations	Christner	M	Grant/ Capital/ Operating

**Responses:**

<u>Consultant</u>	<u>Location</u>	<u>Base Amount</u>
Christner	St. Louis, MO	\$25,400.00

**The following companies/organizations also received the solicitation:**

None

**Agenda Item Details**

Meeting September 26, 2019 – STLCC Board of Trustees Regular Meeting  
Category 16.5 Finance  
Subject Consulting Agreement ratification – A19-0310 H&S #04 – Study of Kiln Gas Train at Meramec – Horner and Shifrin  
Type Consent Agenda  
Recommended Action The Board of Trustees adopt the resolution ratifying the issuance of the consulting agreement.

**Initiator:** Dennis Dill

**Background:**

The existing gas supply system for the kilns in the campus’s ceramic program will be examined and a report will be issued recommending improvements or additions to the system.

College Board Policy I.8 – Selection of Architectural and Engineering (A/E) Services for Physical Facilities Projects requires that architectural and engineering consultants be selected on the basis of demonstrated competence and qualifications for the type of professional services required, and at fair and reasonable prices. This policy further requires Board ratification of consulting agreements less than \$50,000.

Horner and Shifrin was chosen from the College’s open end consultant list due to their mechanical engineering experience, availability, and familiarity with this academic area on the campus. Therefore, Board ratification is requested for the award of an agreement for the study to **Horner and Shifrin** in the amount of **\$2,000.00**

<u>Amount</u>	<u>Description</u>	<u>Contractor</u>	<u>Location</u>	<u>Fund Source</u>
\$2,000.00	Study of Gas Kiln Train	Horner and Shifrin	M	Operating/ Capital

**Responses:**

<u>Consultant</u>	<u>Location</u>	<u>Base Amount</u>
Horner and Shifrin	St. Louis, MO	\$2,000.00

**The following companies/organizations also received the solicitation:**

None

**Request for Approval/Disposal of Surplus Property**

Board approval is requested to dispose of surplus property by recycling per contract as listed on the following pages. This property has been declared excess and posted internally for redistribution.

<b>PDF#</b>	<b>Description</b>	<b>Property Tag</b>	<b>Location</b>	<b>Condition</b>	<b>Purchased Date</b>	<b>Original Cost</b>	<b>Book Value</b>
	Hydraulic Dental Chair	005336	FP	Poor	1/1/1998	\$ 11,900.00	\$ -
	Hydraulic Dental Chair	005337	FP	Poor	1/1/1998	\$ 11,900.00	\$ -
	Hydraulic Dental Chair	005335	FP	Poor	1/1/1998	\$ 11,900.00	\$ -
	Hydraulic Dental Chair	005334	FP	Poor	1/1/1998	\$ 11,900.00	\$ -
	Hydraulic Dental Chair	005323	FP	Poor	1/1/1996	\$ 4,727.00	\$ -
	Hydraulic Dental Chair	005324	FP	Poor	1/1/1996	\$ 4,727.00	\$ -
	Hydraulic Dental Chair	005325	FP	Poor	1/1/1996	\$ 4,727.00	\$ -
	Hydraulic Dental Chair	005333	FP	Poor	1/1/1996	\$ 4,727.00	\$ -
	Hydraulic Dental Chair	005326	FP	Poor	1/1/1996	\$ 4,727.00	\$ -
	Hydraulic Dental Chair	005327	FP	Poor	1/1/1996	\$ 4,727.00	\$ -
	Hydraulic Dental Chair	005328	FP	Poor	1/1/1996	\$ 4,727.00	\$ -
	Hydraulic Dental Chair	005329	FP	Poor	5/1/1997	\$ 9,686.00	\$ -
	Hydraulic Dental Chair	005332	FP	Poor	5/1/1997	\$ 9,686.00	\$ -
	Hydraulic Dental Chair	005331	FP	Poor	1/1/1998	\$ 11,900.00	\$ -
	Hydraulic Dental Chair	005330	FP	Poor	1/1/1998	\$ 11,900.00	\$ -
	Hydraulic Dental Chair	005150	FP	Poor	1/1/1998	\$ 11,900.00	\$ -
	Hydraulic Dental Chair	005152	FP	Poor	5/1/1997	\$ 9,686.00	\$ -
	Hydraulic Dental Chair	005149	FP	Poor	1/1/1998	\$ 11,900.00	\$ -
	Hydraulic Dental Chair	005338	FP	Poor	1/1/1998	\$ 11,900.00	\$ -
	Hydraulic Dental Chair	005749	FP	Poor	11/1/1983	\$ 4,393.20	\$ -
	Hydraulic Dental Chair	005747	FP	Poor	11/1/1983	\$ 4,393.20	\$ -
	Hydraulic Dental Chair	005744	FP	Poor	1/1/1980	\$ 6,000.00	\$ -
	Hydraulic Dental Chair	005741	FP	Poor	1/1/1975	\$ 3,700.00	\$ -
	Hydraulic Dental Chair	005740	FP	Poor	1/1/1975	\$ 3,700.00	\$ -
	Hydraulic Dental Chair	005739	FP	Poor	11/1/1983	\$ 4,393.20	\$ -
	Hydraulic Dental Chair	005738	FP	Poor	1/1/1975	\$ 3,700.00	\$ -
	Hydraulic Dental Chair	005737	FP	Poor	11/1/1983	\$ 4,393.20	\$ -
	Flouroscopy X-Ray/C-Arm	004892	FP	Poor	4/1/1989	\$ 26,318.00	\$ -
	X-Ray Controller	005142	FP	Poor	1/1/1980	\$ 7,100.00	\$ -
	Tuttner 3870 Sterilizer	015115	FP	Poor	1/25/2014	\$ 12,995.00	\$ 5,739.57
	Dental X-Ray Gendex GX	005748	FP	Poor	8/1/1998	\$ 5,995.00	\$ -
	Dental X-Ray Gendex GX	005746	FP	Poor	8/1/1998	\$ 5,995.00	\$ -

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



**Approval of Agreement Between On Course and St. Louis Community College**

Board approval is requested for an agreement between **St. Louis Community College and On Course** to facilitate an on-site professional development workshop for nursing faculty focused on student retention. The workshop is designed to provide faculty with learner-centered strategies for helping students become active, responsible and successful learners. The workshop will be scheduled during the spring 2020 semester; the total cost is estimated at **\$8,000.00**.

**Approval of Agreement Between Gateway Foundation and St. Louis Community College**

Board approval is requested to enter an agreement between **St. Louis Community College and Gateway Foundation** to place the loaned ‘Light Walls’ sculpture on the Forest Park campus.

**Approval of Revised Agreement Between Gateway Foundation and St. Louis Community College**

Board approval is requested to accept a revised agreement between **St. Louis Community College and Gateway Foundation** to relocate the loaned ‘Weathered Venus’ sculpture on the Forest Park campus.

**Approval of Agreement between Patron Insight, Inc. and St. Louis Community College**

Board approval is requested for an agreement between **St. Louis Community College and Patron Insight, Inc.** to conduct a feasibility study for the College to present an ballot item to increase the local property tax levied by the District. The feasibility study will provide data for the Board to consider in determining a possible tax vote initiative in a future election. The study will be conducted in the Fall of 2019 with results expected to be provided to the College before the end of November; the total cost not to exceed \$25,000.00.

## *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.

<b>Participant</b>	<b>Program</b>	<b>Effective Date</b>
Barnes-Jewish Hospital	Medical Laboratory Technician	06/21/19
Memorial Hospital Bellville & Memorial Hospital East	Medical Diagnostic Sonography	07/22/19
Circle of Concern	Dietetic Technology	06/10/19
Barnes-Jewish St. Peters Hospital and Progress West Hospital	Surgical Technology	07/10/19
Barnes-Jewish St. Peters Hospital	Radiology Technology	07/22/19
Clayton Fire Department	Emergency Medical Services	01/31/19
St. Luke's Episcopal-Presbyterian Hospitals	Diagnostic Medical Sonography	08/01/19 to 07/31/21
Alton Physical Therapy	Physical Therapist Assistant	08/01/19
Fox School District – Don Earl Early Childhood Center	Occupational Therapy Assistant	01/25/19
WGU	Nursing	08/01/19
Christian Hospital NE-NW	Nursing	08/13/19
St. Louis Children's Hospital	Patient Care Tech	08/16/19
Crystal Oaks Skilled Nursing Facility	Physical Therapist Assistant	08/22/19
Provident Behavioral Health	Human Services and Addiction Studies	08/21/19
Missouri Baptist Medical Center	Medical Laboratory Technician	07/26/19
Family Care Health Centers-Forest Park Southeast	Medical Assistant	10/01/19
Lonning Mortuary Services, Inc.	Funeral Services	09/01/19
Potential Therapy Services	Physical Therapist Assistant	08/20/19
Affinia Healthcare, Inc.	Dental Hygiene & Dental Assisting	08/06/19

**Memorandum of Understanding between St. Louis Community College and St. Louis Public Schools**

The college recommends that the Board of Trustees approve a Memorandum of Understanding between St. Louis Community College (STLCC) and St. Louis Public Schools to offer dual credit and dual enrollment opportunities for high school students.

**Memorandum of Understanding between St. Louis Community College and Hazelwood School District**

The college recommends that the Board of Trustees approve a Memorandum of Understanding between St. Louis Community College (STLCC) and Hazelwood School District to offer dual credit and dual enrollment opportunities for high school students.

**Memorandum of Understanding between St. Louis Community College and Jennings School District**

The college recommends that the Board of Trustees approve a Memorandum of Understanding between St. Louis Community College (STLCC) and Jennings School District to offer dual credit and dual enrollment opportunities for high school students.

**Memorandum of Understanding between St. Louis Community College and Pattonville School District**

The college recommends that the Board of Trustees approve a Memorandum of Understanding between St. Louis Community College (STLCC) and Pattonville School District to offer dual credit and dual enrollment opportunities for high school students.

## **Workforce Solutions Group**

### **Ratification of Direct Pay Agreements**

<b><u>Funding Source</u></b>	<b><u>Title of Program and/or Purpose</u></b>	<b><u>Campus</u></b>	<b><u>Date</u></b>	<b><u>Amount</u></b>
BJC Healthcare Christian Hospital	Patient Care Technician training program. <b>Manager: Hart Nelson</b>	Workforce Solutions Group	September 16, 2019 through November 22, 2019.	\$38,400
GKN Aerospace	Eighty hours of bonding mechanic training and instruction. <b>Manager: Hart Nelson</b>	Workforce Solutions Group	September 9, 2019 through September 28, 2019	\$12,000
GSI Diversified	ISO Internal Audit Consultation and Support (30 hours) <b>Manager: Hart Nelson</b>	Workforce Solutions Group	August 22, 2019 through June 30, 2020	\$3,600
Hussman Corporation	Instructor led Cell Operator Training. <b>Manager: Hart Nelson</b>	Workforce Solutions Group	August 12, 2019 through December 31, 2019	\$7,899
Metro Transit	Assessment instrument administration and scoring for Diesel Mechanic's Training Program. <b>Manager: Hart Nelson</b>	Workforce Solutions Group	July 26, 2019 through December 31, 2019	\$9,890
Procter & Gamble Manufacturing Company	2019 E&I Blitz customized technical skill training. <b>Manager: Hart Nelson</b>	Workforce Solutions Group	June 28, 2019 through June 30, 2020	\$51,000
St. Charles Community College	Forty-hour cohort of PLC Training. <b>Manager: Hart Nelson</b>	Workforce Solutions Group	August 10, 2019 through December 31, 2019	\$7,100
St. Louis Children's Hospital	Patient Care Technician training program. <b>Manager: Hart Nelson</b>	Workforce Solutions Group	September 1, 2019 through December 30, 2019	\$38,400

## **Workforce Solutions Group**

### **Ratification of Direct Pay Agreements – Cont.**

Valley Industries	Lean Transformation Services training.	Workforce Solutions Group	May 22, 2019 through December 30, 2019	\$2,720
	<b>Manager: Hart Nelson</b>			

### **Contracts and/or Agreements:**

#### **Agreement between St. Louis Community College and Accenture LLP**

It is recommended that the Board of Trustees ratify an agreement between St. Louis Community College Workforce Solutions Group and Accenture LLP for a four-week digital outreach campaign pilot concluding September 30, 2019.

#### **Agreement between St. Louis Community College and Bastian Solutions**

It is recommended that the Board of Trustees ratify a Customized Training agreement between St. Louis Community College Workforce Solutions Group and Bastian Solutions for the 2019-2020 fiscal year.

#### **Agreement between St. Louis Community College and LDR Worldwide #8490**

It is recommended that the Board of Trustees ratify an agreement between St. Louis Community College and LDR Worldwide to provide CDL Class B truck driving training at the cost of \$3,230 per participant commencing on September 16, 2019.

#### **Agreement between St. Louis Community College and Packaging Concepts, Inc.**

It is recommended that the Board of Trustees ratify a Customized Training agreement between St. Louis Community College Workforce Solutions Group and Packaging Concepts, Inc. for the 2019-2020 fiscal year.

#### **Agreement between St. Louis Community College and Precision Prototyping and Manufacturing**

It is recommended that the Board of Trustees ratify an agreement between St. Louis Community College Workforce Solutions Group and Precision Prototyping and Manufacturing for the storage and disposal of graded projects generated in STLCC's Boeing Pre-employment Sheet Metal Assembler Riveter Training Program for the period of July 1, 2019 through June 30, 2022.

#### **Agreement between St. Louis Community College and Watlow**

It is recommended that the Board of Trustees ratify a Customized Training agreement between St. Louis Community College Workforce Solutions Group and Watlow for the 2019-2020 fiscal year.

#### **Agreement between St. Louis Community College and Burning Glass International Inc. d/b/a Burning Glass Technologies**

It is recommended that the Board of Trustees ratify an agreement between St. Louis Community College and Burning Glass Technologies in the amount of \$8,489.46 to provide real-time labor market information. The agreement is effective for twelve (12) months with an execution date of July 16, 2019.

## *Institutional Development*

### Acceptance of External Funds

<u>AGENCY</u>	<u>AMOUNT</u>	<u>PURPOSE</u>	<u>FUND</u>
<b>Missouri Division of Workforce Development (DWD)</b>	\$615,000	<p>Pass-through of Workforce Innovation and Opportunity Act (WIOA) funds for individuals enrolled in the Mission St. Louis Beyond Jobs Program. The program provides support services to justice involved participants. These include life skills classes, career services, preparation for and participation in transitional job programs, and on-going mentorship from Mission St. Louis to assist in securing long-term employment. STLCC will receive \$15K to serve as the program's fiscal agent.</p> <p><b>Project Period:</b> 7/1/2019-5/31/2020  <b>Fiscal Contact:</b> Kelly Deloch</p>	Restricted
<b>Missouri Department of Elementary and Secondary Education (DESE)</b>	\$8,000	<p>Funds will support CISCO Academies in Missouri. STLCC is accredited to provide CISCO support and training.</p> <p><b>Project Period:</b> 7/1/2019-6/30/2020  <b>Project Director:</b> William Hocker</p>	Restricted
<b>Missouri Department of Elementary and Secondary Education (DESE)</b>	\$11,464	<p>Fee waivers for each STLCC campus to assist displaced homemakers with college expenses.</p> <p><b>Project Period:</b> 7/1/2019-6/30/2020  <b>Project Director:</b> Brett Richardson</p>	Restricted