

**PROCEEDINGS
OF
GRAND RAPIDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
OFFICIAL
REGULAR MEETING
BOARD LIBRARY
MONDAY, JUNE 4th, 2018**

I. ORDER OF BUSINESS

Meeting called to order at 4:30 p.m., Dave Koetje in the chair.

- A. Present: Bailey, Bristol, Brame, Bruinsma, Sanchez, Stewart, & Koetje – 7
- B. Review and Approval of Agenda to include additions, deletions, or corrections.
 - Motion made by Trustee Bristol, seconded by Trustee Bailey to approve the agenda as presented. Motion carries 7-0.
- C. Introduction of Guests
 - None at this time.
- D. Open Comments - None
- E. Special Order of Business (New Business)
 - Institutional Vision & Values Revisions – President Pink presented.
 - Motion made by Trustee Bristol, seconded by Trustee Stewart to approve the changes to Vision and Values as presented. Motion carried 7-0
 - New Strategic Goals(Ends) & Indicators of Success – President Pink presented.
 - Motion made by Trustee Bruinsma, seconded by Trustee Bailey to approve Strategic Goals & Indicators of Success as presented. Motion carries 7-0.

II. MONITORING REPORTS

- F. Report (s)
 - Lisa Freiburger presented the finance update.

III. UPDATES

- G. Student Alliance Report – None at this time.
- H. Foundation Update (Quarterly Report) – None at this time.
- I. Board Chair Report – David Koetje
 - 2018-19 Board Meeting Schedule will be posted online this month. Changes to the meeting schedule, 7 regular meetings this throughout the year, giving more time to hold work sessions.
 - Chairperson Koetje reviewed Dr. Pink’s evaluation, stating all Trustees were incredibly grateful with President Pink’s work over his first year as President, giving him a highly effective evaluation.
 - Chairperson Koetje briefly reviewed the Board’s Self Evaluation, stating the Board will be working to make improvements this year.
- J. President’s Update – None at this time.
- K. Faculty Association Update – None at this time.

IV. COMMUNITY CONNECTIONS

- L. Communications to the Board – None at this time.

V. CONSENT ITEMS

These items will be adopted as a group without specific discussion. When approving the meeting agenda, any board member may request that a consent agenda item be moved to the regular agenda for discussion or questions. *Recommended that the following items be approved as presented:*

- Minutes of previous meetings, Grant Awards/Requests, Personnel Transactions, & Financial Transactions
 - Minutes from May 21, 2018 Board Meeting.
 - No grants received from May 1, 2018 – May 31, 2018.

Financial Transactions
(May 1 - 31, 2018)

1. Purchases \$25,000-\$100,000

a. General Fund

- 1) Purchase order change notice issued to provide legal services related to open meeting, FOIA and employment. Order increased \$50,000; from \$19,500 to \$69,500.

Requestor:	Kathy Keating – General Counsel
Expenditure:	\$50,000.00/\$69,500.00
Disposition:	Recurring Purchase
Supplier:	Rhoades McKee PC
	Grand Rapids, MI
Bid:	No, exempt.

2) Purchase order issued to provide ALEKS (Assessment and Learning in Knowledge Spaces) math assessment testing units for the Enrollment Center.

Requestor: Lori Cook – Enrollment Center
Expenditure: \$57,720.00
Disposition: Recurring Purchase
Supplier: McGraw Hill Global Education Holdings
Chicago, IL
Bid: No, single source.

b. Other Special Funds

1) Purchase order issued to provide a panoramic digital x-ray machine for the Dental department.

Requestor: Amy Mansfield – Workforce Development
Expenditure: \$29,750.00 (2821-51)
Disposition: Replacement Purchase
Supplier: Midway Dental Supply
Kentwood, MI
Source of Funds: Perkins Grant
Bid: Yes, RFQ 1718-5243.

2) Purchase order issued to provide payment of invoice for the 36th annual Giant Awards and Banquet.

Requestor: Jennifer Smith – Woodrick Center for Equity and Inclusion
Expenditure: \$36,307.97 (91-2359)
Disposition: Recurring Purchase
Supplier: Amway Grand Plaza
Grand Rapids, MI
Source of Funds: Agency Funds
Bid: No, single source.

**2018-2019 BLANKET PURCHASE ORDERS
(July 1, 2018 through June 30, 2019)**

Consent blanket purchase orders will be reported at the September 17, 2018 Board of Trustees regular meeting.

ACCOUNTS:

- 11 – General Fund
- 14 – Auxiliary Fund
- 15 – Designated Fund
- 42 – Bonds, Plant Fund
- 51 – Grants
- 91 – Agency Funds

KEY:

- * MBE
- ** WBE
- *** M/WBE
- ****MLBE
- # Non Responsive Bid
- NTE - Not to exceed

Sole Source: A single supplier that controls the supply of products or services in a defined market. Typically the product of market conditions such as: technology leadership, patent protection, limited or exclusive distributorship, etc.

Single Source: Supplier selection is determined by objective business decisions such as: leveraged volume purchase contracts, standardization programs, OEM (original equipment manufacturer) parts/service, just in time delivery requirements, etc.

Motion was made by Trustee Bailey, seconded by Trustee Bristol to approve the consent items as presented. Motion carries 7-0.

ACTION ITEMS

N. Purchasing Items over \$100,000

a. General Fund

No purchases for May 2018.

b. Other Special Funds

- 1) Request permission to issue purchase orders for Construction Manager services and A/E services as required for the Lettinga Hall renovation.

Requestor: Jim Vandokkumburg - Facilities

Expenditure: \$1,500,000.00 (42-2810)

Disposition: Construction Purchase

Suppliers: TowerPinkster AE (AE)

Grand Rapids, MI

Pioneer Construction (CM)

Grand Rapids, MI

Source of Funds: Plant Fund

Bid: Yes, RFPs #1415-3282 & #1415-6211, both previously reported.

- 2) Request permission to issue purchase orders for Construction Manager services and A/E services as required for the Mable Engle House renovation.

Requestor: Jim Vandokkumburg - Facilities

Expenditure: \$2,500,000.00 (42-2810)

Disposition: Construction Purchase

Suppliers: Progressive AE (AE)

Grand Rapids, MI

Pioneer Construction (CM)

Grand Rapids, MI

Source of Funds: Plant Fund

Bid: Yes, RFPs #1415-3282 & #1415-6211, both previously reported

**2018-2019 BLANKET PURCHASE ORDERS
(July 1, 2018 through June 30, 2019)**

<i>Requisitioner/Department</i>	<i>Vendor</i>	<i>Reason</i>	18/19 17/18 <i>Amounts</i>
Anderson, Dave (IT) 2271-11-0030-200-00	Oracle	Issued for annual maintenance and expansion orders for the fiscal year. Year 5 of 5. Total 5 year contract price of \$3,931,569.00	\$692,962.12 \$692,962.12
Beecher, Brian (Library & Learning Commons) 2322-11-0071-410-00 - \$55,000 2325-11-0071-410-00 \$65,000	EBSCO	Issued for EBSCO print subscription & database (e-journals, e-books, e-resource management).	\$120,000.00 \$136,500.00
Beecher, Brian (Library & Learning Commons) 2271-11-0071-410-00 \$3,500.00 2321-11-0071-410-00 \$107,000	Midwest Collaborative Library Services	Issued for electronic content and services for books and databases.	\$110,500.00 \$72,399.15
Meinders, Kurt (IT) 2822-42-0000-000-00-GENPC	CDW G	Issued to purchase new laptop, desktop and tablet computers (replacements for labs, classrooms, etc.).	\$450,000.00 \$475,000.00
Freiburger, Lisa (Finance & Administration) 2271-14-0081-550-00	Ellis Parking	Issued for Parking Ramp Management.	\$250,000.00 \$250,000.00
Freiburger, Lisa (Finance & Administration) 2411-11-0345-440-00	Ottawa Area Intermediate School District	Issued for 1 st & 2 nd semester billing for Thompson MTEC.	\$220,000.00 \$200,000.00

Kubiak, Cathy (Human Resources) 2186-11-0000-000-00	USI/FCCI	Issued for processing Workers Compensation claims.	\$151,959.00 \$155,031.00
Lloyd, Nat (Finance & Administration) 2472-11-0078-620-00 - \$135,000.00 2471-11-0231-620-00 \$135,000.00	Middle Cities Risk Management Trust	Issued for general property insurance and liability insurance.	\$270,000.00 \$257,800.00
Sedore, Danelle (ePrint) 2353-11-0035-620-00	Reserve Account	Issued for Reserve Account Postage Meter	\$100,000.00 \$100,000.00
VanDokkumburg, Jim (Facilities) 2371-11-0078-730-00	Allied Eagle	Issued for janitorial supplies for campus.	\$137,000.00 \$137,000.00
VanDokkumburg, Jim (Facilities) 2271-11-0078-730-00	Grand Rapids Building Services	Issued for custodial services at DeVos Campus, College Park Plaza, and Main Building.	\$266,766.00 \$280,528.44
Vogel, Mark (Media Technologies) 2822-42-0000-000-00-GENCWI	Tel Systems Electronics	Issued for classroom multi-media equipment (new and replacement).	\$150,000.00 \$170,000.00

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Motion was made by Trustee Bruinsma to approve action items as presented, seconded by Trustee Bailey. Motion carries 7-0.

- O. 2018-19 Meet & Confer Compensation – Cathy Kubiak presented.
 - Up to 2.5% compensation pool was presented for Meet & Confer Employee group.
 - Motion made by Trustee Bruinsma, seconded by Trustee Stewart. Motion unanimously carries, 7-0
- P. Exempt Contracts – President Pink presented.
 - 2.5% compensation pool was presented. Motion made by Trustee Bailey, seconded by Trustee Sanchez. Motion unanimously carries, 7-0

VII. OPEN COMMENT

None at this time.

VIII. ADJOURNMENT - 4:49 PM