

**PROCEEDINGS
OF
GRAND RAPIDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
OFFICIAL
REGULAR MEETING
BOARD LIBRARY
MONDAY, JUNE 10th, 2019**

I. ORDER OF BUSINESS

Meeting called to order at 4:25 p.m., Dave Koetje in the chair.

A. Present: Bailey, Bristol, Brame, Bruinsma, Crosby, Siegel & Koetje – 7

B. Review and Approval of Agenda to include additions, deletions, or corrections.

- Agenda was approved 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)

- Michigan New Job Training Agreement (MNJTP) Performance Fabrics Inc., HexArmor.
 - o Motion made by Trustee Crosby, seconded by Trustee Bristol to approve MNJTP as presented. Motion carries 7-0.

II. MONITORING REPORTS

F. Report (s)

- Lisa Freiburger presented the finance update.
- B. Afeni McNeely Cobham & Sophia Brewer presented the Equity Monitoring report.

III. UPDATES

G. Student Alliance Report – None at this time.

H. Foundation Update (Quarterly Report) – Kathy Mullins gave a Capital Campaign update.

I. Board Chair Report – David Koetje

- 2019-20 Board Meeting Schedule will be posted online this week.
- Chairperson Koetje reviewed Dr. Pink's evaluation, stating all Trustees were incredibly grateful for President Pink giving him a highly effective evaluation.
- Chairperson Koetje explained that the Board's Self Evaluation will now be completed at the end of year fiscal year, this way it aligns with Trustee's terms, therefore the evaluation will be shared at the February board meeting.

- J. President's Update – Dr. Pink congratulated Coach Forton and GRCC Men's Golf Team for finishing 14th in the National Junior College Athletic Association Division II national Championship Tournament. Dr. Pink went on to say that the students perform at a high level both in the classroom and on the greens.
- 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 6 Budget Work Session & May 20, 2019 Board Meeting.
- Grants received from May 1, 2019 – May 31, 2019.

Financial Transactions

(May 1 - 31, 2019)

- 1) **1** Purchase order change notice issued to provide welding gases for the Tassell MTEC welding program. Order increased \$4,000.00; from \$22,000.00 to \$26,00.00.

Requestor: Scott Mattson – Job Training

Expenditure: \$4,000.00/\$26,000.00

Disposition: Recurring Purchase

Supplier: Praxair Distribution

Grand Rapids, MI

Bid: No, less than threshold when issued.

- 2) Blanket purchase order change notice issued to provide funds for the rental of the Meijer/GVSU facility. Order increased \$12,500; from \$17,000 to \$29,500.

Requestor: Daniel Clark – Academic Outreach

Expenditure: \$12,500.00/\$29,500.00

Disposition: Recurring Purchase

Suppliers: Grand Valley State University

Grand Rapids, MI

Bid: No, single source.

- 3) Purchase order issued to provide annual maintenance for the Cisco network and voice environment.

Requestor: Donovan Wallace – Information Technology

Expenditure: \$91,540.03

Disposition: Recurring Purchase

Supplier: Cisco Systems Capital Corp

Philadelphia, PA

Bid: No, single source.

a. **Other Special Funds**

- 1) Blanket purchase order change notice issued to provide accessible textbooks to fulfill ADA accommodations for students. Order increased \$25,000; from \$38,000 to \$63,000.

Requestor: Sarah Rose - Occupational
Support Expenditure: \$25,000.00/\$63,000.00 (51-2821)
Disposition: Recurring Purchase
Suppliers: Georgia Tech Research Corp.
Atlanta, GA
Source of Funds: Special Populations Grant
Bid: No, textbooks are exempt.

- 2) Purchase order issued to provide multimedia equipment for Computer Information Systems courses.

Requestor: Mark Vogel – Media technologies
Expenditure: \$25,444.73 (51-2821)
Disposition: New Purchase
Supplier: B&H Photo
New York, NY
Source of Funds: College Channel
Higher Education Television Authority
grant
Bid: No, E&I consortium purchase.

- 3) Purchase order issued to provide registration fee payment for International Service Learning students study abroad trip to Costa Rica.

Requestor: Michael Schavey – Experiential Learning
Expenditure: \$44,348.75 (15-2359)
Disposition: New Purchase
Supplier: International Service Learning
Corpus Christi, TX
Source of Funds: Designated Funds
Bid: No, travel is
exempt.

- 4) Purchase order issued to provide replacement of the sprinkling system in the Wisner-Botrall ATC parking ramp.

Requestor: Jim Vandokkumburg - Facilities
Expenditure: \$46,715.00 (42-2330)
Disposition: Construction Purchase
Suppliers: Dependable Fire Protection
Cedar Springs, MI

Source of Funds: Plant Fund
Bid: Yes, RFP #1819-4258.

- 5) Purchase order issued for provide payment of invoice for the annual Hyland Perceptive Content maintenance and support agreement.

Requestor: Nathan Hamilton – Information Technology
Expenditure: \$59,492.12 (14-2359)
Disposition: Recurring Purchase
Suppliers: Hyland, LLC
Westlake, OH
Source of Funds: Auxiliary Funds
Bid: No, single source.

- 6) Purchase order issued to provide renovation of the Ford Fieldhouse tunnel.

Requestor: Jim Vandokkumburg - Facilities
Expenditure: \$81,400.00 (42-2330)
Disposition: Construction Purchase
Suppliers: M One Limited
Detroit, MI
Source of Funds: Plant Fund
Bid: Yes, RFP #1819-5231B.

**GRAND RAPIDS COMMUNITY COLLEGE
2018-2019 GENERAL OPERATING FUND BUDGET REPORT
FOR THE PERIOD ENDED MAY 31, 2019**

	MONTHLY ACTIVITY 5/31/2019	MONTHLY ACTIVITY 5/31/2018	YEAR-TO- DATE 5/31/2019	YEAR-TO- DATE 5/31/2018
REVENUE:				
TUITION	(194,911)	(224,918)	44,492,198	45,637,083
FEES	103,184	152,835	6,843,544	6,872,316
PROPERTY TAX	(21,431)	10,079	31,792,522	30,536,279
STATE AID	2,316,999	2,224,193	19,715,159	18,617,945
INTEREST	143,201	3,439	1,168,999	464,925
MISCELLANEOUS	344,250	298,486	1,281,127	1,311,686
TOTAL REVENUE	2,691,292	2,464,114	105,293,548	103,440,234
EXPENSE:				
SALARIES:				
INSTRUCTION	3,630,411	2,618,017	25,970,439	25,366,798
COUNSELING	176,100	128,092	1,241,494	1,172,095
LIBRARIAN	60,113	41,360	464,124	414,195
ADMINISTRATION	579,370	374,144	4,486,992	4,249,283
ADMINISTRATIVE SUPPORT	146,566	83,619	991,577	935,039
TECHNICAL SUPPORT	932,927	613,995	7,216,881	6,686,164
SECRETARIAL	520,010	315,579	3,814,227	3,613,428
BLDG OPERATIONS	457,301	291,542	3,624,162	3,397,033
STUDENT ASSISTANT	155,523	74,681	968,738	1,193,042
TOTAL SALARIES	6,658,321	4,541,029	48,778,634	47,027,077
NON-SALARY:				
FRINGE BENEFITS	3,279,185	2,560,191	26,493,375	27,089,188
CONTRACTED SERVICES	314,267	327,262	3,782,414	3,587,689
SUPPLIES & REPAIRS	611,302	452,711	3,679,179	3,427,582
UTILITIES & RENT	290,777	294,508	2,738,771	2,875,926
TRANSFERS	131,794	21,331	962,980	771,365
OTHER COSTS	170,777	111,705	1,674,151	1,661,021
EQUIPMENT	48,418	22,940	180,198	110,872
CONTINGENCY	-	-	-	-
TOTAL NON-SALARY	4,846,520	3,790,648	39,511,068	39,523,643
TOTAL EXPENSE	11,504,841	8,331,677	88,289,702	86,550,720
NET REVENUE (EXPENSE)	(8,813,549)	(5,867,563)	17,003,846	16,889,514

GRAND RAPIDS COMMUNITY COLLEGE
2018-2019 GENERAL OPERATING FUND BUDGET REPORT
FOR THE PERIOD ENDED MAY 31, 2019

GENERAL OPERATING	ADOPTED BUDGET	2018/2019 ACTUAL 5/31/2019	PERCENTAGE
REVENUE:			
TUITION	44,321,500	44,492,198	100.39%
FEES	6,779,940	6,843,544	100.94%
PROPERTY TAX	32,328,068	31,792,522	98.34%
STATE AID	27,590,200	19,715,159	71.46%
INTEREST	750,000	1,168,999	155.87%
MISCELLANEOUS	1,915,000	1,281,127	66.90%
TOTAL REVENUE	113,684,708	105,293,548	92.62%
EXPENSE:			
SALARIES:			
INSTRUCTION	31,817,398	25,970,439	81.62%
COUNSELING	1,565,473	1,241,494	79.30%
LIBRARIAN	555,880	464,124	83.49%
ADMINISTRATION	5,187,796	4,486,992	86.49%
ADMINISTRATIVE SUPPORT	1,113,800	991,577	89.03%
TECHNICAL SUPPORT	8,387,474	7,216,881	86.04%
SECRETARIAL	4,616,049	3,814,227	82.63%
BLDG OPERATIONS	4,162,950	3,624,162	87.06%
STUDENT ASSISTANT	1,208,964	968,738	80.13%
EST SAVINGS ON OPEN POSITIONS	(500,000)		
TOTAL SALARIES	58,115,784	48,778,634	83.93%
NON-SALARY:			
FRINGE BENEFITS	33,579,000	26,493,375	78.90%
CONTRACTED SERVICE	4,789,498	3,782,414	78.97%
SUPPLIES & REPAIRS	4,972,514	3,679,179	73.99%
UTILITIES & RENT	3,945,000	2,738,771	69.42%
TRANSFERS	3,341,016	962,980	28.82%
OTHER COSTS	3,058,784	1,674,151	54.73%
EQUIPMENT	360,063	180,198	50.05%
CONTINGENCY	117,425	-	0.00%
EST SAVINGS ON CONTROLLABLES	(500,000)		
TOTAL NON-SALARY	53,663,300	39,511,068	73.63%
TOTAL EXPENSE	111,779,084	88,289,702	78.99%
NET REVENUE (EXPENSE)	1,905,624	17,003,846	

GRAND RAPIDS COMMUNITY COLLEGE
2018 - 2019 DESIGNATED FUND BUDGET REPORT
FOR PERIOD ENDING MAY 31, 2019

DESIGNATED	2018 - 2019		
	ADOPTED BUDGET	ACTUAL 5/31/19	PERCENTAGE
REVENUE:			
CONTRACTED TRAINING	1,596,845	1,751,908	109.71%
OTHER MISCELLANEOUS LOCAL	868,075	543,160	62.57%
TOTAL REVENUE	2,464,920	2,295,068	93.11%
EXPENSES:			
SALARIES			
INSTRUCTION	229,300	350,616	152.91%
ADMINISTRATION	431,680	335,323	77.68%
CUSTODIANS & SECURITY	25,500	20,574	80.68%
SECRETARIAL	20,480	18,181	88.77%
STUDENT ASSISTANTS	21,225	12,186	57.41%
TOTAL SALARIES	728,185	736,879	101.19%
NON-SALARY			
FRINGE BENEFITS	294,806	224,431	76.13%
CONTRACTED SERVICES	530,176	817,441	154.18%
SUPPLIES & REPAIRS	1,004,278	880,968	87.72%
UTILITIES & RENTALS	3,150	0	0.00%
CAPITAL OUTLAY	112,200	118,605	105.71%
TRANSFERS	(143,466)	(130,506)	90.97%
OTHER	137,707	68,874	50.01%
TOTAL NON-SALARY	1,938,851	1,979,813	102.11%
TOTAL EXPENSE	2,667,036	2,716,692	101.86%
NET REVENUE (EXPENSE)	(202,116)	(421,624)	

GRAND RAPIDS COMMUNITY COLLEGE
 BUILDING & SITE FUND - GENERAL
 FOR PERIOD ENDED May 31, 2019

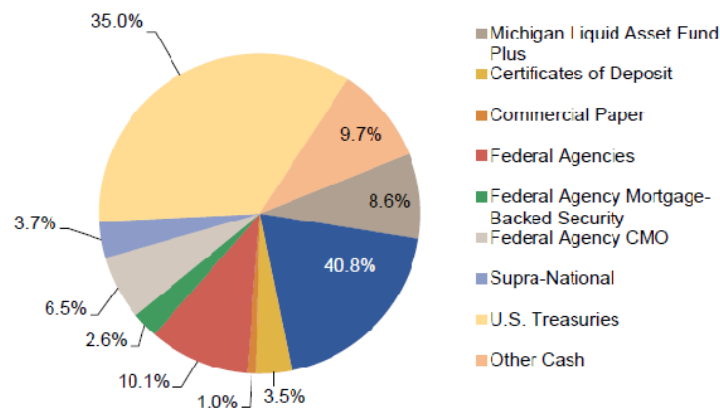
	ADOPTED BUDGET	ACTUAL 5/31/19	PERCENTAGE
REVENUE:			
PROPERTY TAXES	8,519,000	8,468,249	99.40%
TRANSFER FROM GENERAL FUND	1,875,000	0	0.00%
DONATIONS	3,638,000	0	0.00%
FACILITIES FEE	2,079,000	2,133,680	102.63%
TOTAL REVENUE	16,111,000	10,601,929	65.81%
EXPENSES:			
MAINTENANCE & OTHER	2,941,000	1,635,633	55.61%
FIELDHOUSE RENOVATIONS	6,550,000	5,402,404	82.48%
ATC RENOVATION	5,367,250	333,622	6.22%
DOORS/POS Project	1,411,750	1,019,070	72.18%
MABLE-ENGLE	600,000	250,743	41.79%
LETTINGA	1,500,000	54,238	3.62%
PRESCHOOL BUILDING	138,000	67,329	48.79%
OTHER PROJECTS	840,000	19,960	2.38%
TRANSFERS TO DEBT FUND	7,206,158	7,310,000	101.44%
TOTAL EXPENSES	26,554,158	16,092,999	60.60%
NET REVENUE (EXPENSE)	(10,443,158)	(5,491,070)	

PLANT FUND - DEBT RETIREMENT FUND
2018-2019 BUDGET

	2018/19 BUDGET	2018/19 ACTUAL 5/31/2019
REVENUE		
TRANSFER FROM PLANT - FACILITIES FEE	1,986,568	1,986,469
TRANSFER FROM PLANT - GENERAL	5,219,590	5,323,532
TOTAL REVENUE	7,206,158	7,310,000
EXPENSE		
2009 ISSUE		
PRINCIPAL	600,000	600,000
INTEREST	295,759	352,557
OTHER EXPENSE	750	0
TOTAL EXPENSE	896,509	952,557
2012 ISSUE - REFUNDING		
PRINCIPAL	505,000	505,000
INTEREST	73,006	73,006
OTHER EXPENSE	100	100
TOTAL EXPENSE	578,106	578,106
2012 ISSUE - FACILITIES		
PRINCIPAL	1,100,000	1,100,000
INTEREST	886,468	886,469
OTHER EXPENSE	0	0
TOTAL EXPENSE	1,986,468	1,986,469
2013 ISSUE		
PRINCIPAL	535,000	535,000
INTEREST	53,600	53,600
OTHER EXPENSE	450	450
TOTAL EXPENSE	589,050	589,050
2016 ISSUE - 2006 REFUNDING		
PRINCIPAL	1,615,000	1,615,000
INTEREST	16,958	16,958
OTHER EXPENSE	0	0
TOTAL EXPENSE	1,631,958	1,631,958
2018 ISSUE - 2008 REFUNDING		
PRINCIPAL	1,370,000	1,370,000
INTEREST	132,322	132,322
OTHER EXPENSE	500	500
TOTAL EXPENSE	1,502,822	1,502,822
GRAND TOTAL EXPENSE	7,184,913	7,240,961

**Grand Rapids Community College
Aggregate Cash and Investments
As of May 31, 2019**

Security Type	Market Value	% of Total
Michigan Liquid Asset Fund Plus	\$6,325,009	8.6%
Michigan Class	\$14,155,968	19.3%
Certificates of Deposit	\$2,569,953	3.5%
Commercial Paper	\$706,897	1.0%
Federal Agencies	\$7,417,164	10.1%
Federal Agency Mortgage-Backed Security	\$1,938,233	2.6%
Federal Agency CMO	\$4,753,575	6.5%
Supra-National	\$2,687,537	3.7%
U.S. Treasuries	\$25,647,477	35.0%
Other Cash	\$7,080,770	9.7%
Total	\$73,282,583	100.0%



* The above information includes all of the College's cash and investments.

2019-2020 BLANKET PURCHASE ORDERS

July 1, 2019 through June 30, 2020

Consent Agenda

Requisitioner	Department	Acct Number	Vendor	Description	19/20	18/19
Beecher, Brian	Library & Learning Commons	2271-11-0071-410-00	Innovative Interfases	Issued to provide Innovative Interfaces annual renewal	\$65,000.00	\$60,000.00
Beecher, Brian	Library & Learning Commons	2321-11-0071-410-00	GOBI Library Solution from Ebsco	Issued to provide funds for the purchase of new Gobi books	\$75,000.00	\$75,000.00
Beecher, Brian	Library & Learning Commons	2321-11-0071-410-00 (\$17 ,000) 2325-11-0071-410-00 (\$2,300) 2323-11-0071-410-00 (\$9,000)	ProQuest Information & Learning	Issued to provide funds for the Proquest annual renewal	\$28,300.00	\$12,600.00
Beecher , Brian	Library & Learning Commons	2322-11-0071-410-00 (\$52,000) 2325--11-0071-410-00 (\$36,000)	EBSCO Publishing	Issued to provide funds for the Ebsco annual renewal	\$88,000.00	\$120,000.00
Beecher, Brian	Library & Learning Commons	2325 -11-0071-410-00 (\$70,000) 2321-11-0071-410-00 (\$17,000) 2271-11-0071-410-00 (\$9,000)	Midwest Collaborative Library Services	Issued to provide online databases along with online books and periodicals.	\$90,500.00	\$110,500.00
Brown, Erica	Cashiers	2210-11-0027-620-00	Nelnet Business Solutions	Issued to provide funds for online student tutition payments	\$44,100.00	\$44,100.00
Clark, Dan	Academic Outreach	2411-11-0389-440-00	Midtown Center Jubilee Ministries	Issued to provide funds for Jubilee Ministries facility rental.	\$67,200.00	\$67,200.00
Clark, Dan	Academic Outreach	2411-11-0256-440-00	Grand Valley State University	Issued to provide funds for the GVSU/Meijer Campus facility rental.	\$27,000.00	\$17,000.00
Clark, Dan	Academic Outreach	2411-11-0313-440-00	West Ottawa Public Schools	Issued to provide funds for the West Ottawa High School facility rental	\$45,000.00	\$48,000.00
Clar k, Dan	Academic Outreach	2271-11-0389-440-00	DK Security	Issued to provide funds for Security services for the Lakeshore Campus	\$50,000.00	\$52,500.00
Firn , William	Athletics	2823-11-0001-560-00	Business Impact Group (BIG)	Issued to provide funds for the purchase of Athletic Apparel for various althletic programs.	\$60,000.00	\$40,000.00
Firn, William	Athletics	2512-11-0001-560-00	Compass Coach	Athletics travel ground transportation (buses) .	\$70,000.00	NEW
Freiburger , Lisa	Finance & Administration	2271-14-0081-550-00	Central Reformed Church	Issued to provide funds for the RENTAL OF 155 PARKING SPACES FOR STUDENTS	\$31,000.00	\$29,760.00
Freiburger, Lisa	Finance & Administration	2271-11-0077-620-00	McAlvey, Merchant & Assoc.	Issued to provide lobbying services	\$40,000.00	\$39,000.00
Freiburger , Lisa	Finance & Administration	2271-14-0022-550-00	Creative Dining	Issued to provide payment for monthly supplemental fee	\$45,000.00	\$42,000.00
Freiburger, Lisa	Finance & Administration	2271-1400081-550-00	GR Parking Services	Issued for rental of 105 Student Dash Lot Parking Spots	\$62,000.00	\$62,000.00
Freiburger, Lisa	Finance & Administration	2210-11-0223-620-00	Plante & Moran	Issued to provide auditing services.	\$70,000.00	\$65,575.00
Freiburger, Lisa - Keating, Kathy	Finance & Administration and General Counsel	2213-11-0315-610-00	Rhoades, McKee	Issued to provide Legal Services	\$30,000.00	\$30,000.00

Freiburger, Lisa - Keating, Kathy	Finance & Administration and General Counsel	2213-11-0315-610-00	Varnum	Issued to provide Legal Services	\$30,000.00	\$15,000.00
Kidder , Mike	Secchia Institute for Culinary Education	2311-11-0056-126-00	Valley City Linen	Issued to provide SICE student kitchen and dining room uniforms	\$46,613.00	\$46,613.00
Kubiak, Cathy	Human Resources	2271-11-0000-000-00	ASR Corp	To provide funds for employee reimbursement checks for dental and vision.	\$50,500.00	\$50,500.00
Murray , David	Communications	2530-11-0247-630 -00	Cumulus Broadcasting	Issued to provide Advertising Services	\$30,000.00	\$32,660.00
Murray, David	Communications	2530-11-0247-630-00	Townsquare Media	Issued to provide Advertising Services	\$36,000.00	\$36,600.00
Murray, David	Communications	2530-11-0247-630-00	Adtegrity	Issued to provide Advertising Services	\$60,000.00	\$59,000.00
Parks, Julie	Workforce Development	2311-15-0049-122-00	ACT	Issued to provide Workkeys Tests and testing supplies	\$27,000.00	\$27,000.00
Parks, Julie	Workforce Development	2273-51-0000-320-00-F2F	Petersen Research Consultants	Issued to provide program evaluations required to fulfill the F2F grant	\$30,000.00	\$11,962.50
Parks, Julie	Workforce Development	2271-51-0000-320-F ED-PROMISE	Grand Rapids Urban League	Issued for grant funded activity per the sub recipient agreement	\$51,150.00	\$53,707.50
Parks, Julie	Workforce Development	2271-51-0000-320 -FED-PROMISE	Hispanic Center of West Michigan	Issued for grant funded activity per the sub recipient agreement	\$47,754.37	\$53,501.00
Parks, Julie	Workforce Development	2585-51-0000-320-FED PROMISE (\$46,250.00) ; 2359-51-0000-320-FED Promise (\$15,000)	Ottawa ISO	Issued for grant funded activity for Tuition per the sub recipient agreement/for grant funded activity for assessments per the sub recipient agreement	\$61,250.00	\$92,186.00
Passer, Michael	Information Technology	2271-11-0030-200-00	CollegeNet	Issued to provide 25Live, Schedule 25 and associated services .	\$29,440.00	\$29,440.00
Rose, Sarah	Occupational Support	2821-51-0000-530-00-SPP19	Georgia Tech Research	Issued to provide accessible text .	\$25,000.00	\$63,000.00
Sedore, Danelle	GRCC ePrint	2412-14-0601-550-00	Wells Fargo	Issued for ePrint equipment lease #521358-1026797ML	\$26,406.24	\$26,406.24
Sedore, Danelle	GRCC ePrint	2343-14-06-1-550-00	Konica Minolta Business Solutions	Issued for copier/printer service and support	\$32,000.00	\$32,000.00
Sedore, Danelle	GRCC ePrint	2343-14-0601-550-00	Ricoh	Issued to provide service and supplies for Ricoh C7100 and two Ricoh 8110s	\$35,000.00	\$45,000.00
Sedore, Danelle	GRCC ePrint	2353-11-0035-620-00	US Postal Service	Issued for US Postage Permit 415	\$35,000.00	\$25,000.00
Sedore, Danelle	GRCC ePrint	2353-11-0035-620-00	Reserve Account	Issued for Reserve Postage Account	\$80,000.00	\$100,000.00
VanDokkumburg, Jim	Facilities	2271-11-0078-730-00	Midwest Air Filter	Issued to provide air filters for all campus bldgs.	\$25,000.00	\$22,520.67
VanDokkumburg, Jim	Facilities	2271-11-0078-730-00	Contract Direct	Issued to provide window cleaning for Tassell, MTEC and DeVos campuses .	\$42,086.00	\$42,086.00
VanDokkumburg , Jim	Facilities	2271-11-0078-730-00	Summit Landscape	Issued to provide snow plowing services for Main, DeVos, MTEC campuses and parking ramps.	\$43,923.00	\$43,923.00
VanDokkumburg , Jim	Facilities	2271-11-0078-730-00	Broadmoor Products	Issued to provide water treatment chemicals.	\$51,500.00	\$40,000.00
VanDokkumburg, Jim	Facilities	2271-11-0078-730-00	Elevator Service	Issued to provide elevator maintenance and service.	\$70,759.58	\$70,759.59
VanDokkumburg , Jim	Facilities	2454-11-0078-740-00	Arrowwaste	Issued to provide trash and composite services .	\$74,400.00	\$74,400.00

VanDokkumburg, Jim	Facilities	2271.-11.0078-730-00	Ellis Parking	Issued to provide cleaning services for GRCC parking ramps	\$92,133.24	\$92,133.24
Vogel, Mark	Media Technologies	2822-42-0000-000-00-GENCWI	Conference Technologies	Issued to provide funds for the purchase of classroom Multimedia Equipment	\$30,000.00	New
Vogel , Mark	Media Technologies	2822 -42-0000-000-00-GENCWI	Telesystems	Issued to provide funds for the purchase of classroom Multimedia Equipment	\$30,000.00	\$75,000.00
Wallace, Donovan	Information Technology	2453-11-01230-200-00	Windstream	Issued to provide local and long distance telephone services.	\$35,000.00	\$46,400.00
Whitman, Rebecca	Campus Police	2559-15-0042-750-00	State of Michigan - Finger Printing	Issued to provide finger printing services	\$40,000.00	\$40,000.00
Whitman, Rebecca	Campus Police	2271-14-0081-550-00	Traffic & Safety	Issued to provide parking ramp maintenance services	\$62,000.00	\$62,000.00

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

2. Purchases over \$100,000 (ACTION ITEMS)

a. General Fund

No purchases for May 2019.

b. Other Special Funds

- 1) Request permission to issue purchase order issued to provide repairs to the Wisner-Botrall ATC parking facility, including ramp repair and deck coating.

Requestor: Jim Vandokkumburg - Facilities
Expenditure: \$191,930.00 (14-2331)
Disposition: Construction Purchase
Suppliers: M One Limited
Detroit, MI
Source of Funds: Auxiliary
Fund:
Bid: Yes, RFP #1819-5231B.

- 2) Request permission to issue purchase order change notices for Construction Manager services and A/E services as required for the Lettinga Hall renovation. Order increased \$306,723; from \$1,500,000 to \$1,806,723.

Requestor: Jim Vandokkumburg - Facilities
Expenditure: \$306,723.00/ \$1,806,723.00 (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.

- 3) Request permission to issue purchase order to provide MMTC/SDI training for LGChem employees.

Requestor: Julie Parks – Workforce Training
Expenditure: \$400,000.00 (51-2218)
Disposition: New Purchase
Supplier: Right Place
Grand Rapids, MI
Source of Funds: Michigan New Jobs Grant
Bid: No, grant designated

- 4) Request permission to issue purchase order change notices for Construction Manager services and A/E services as required for the Mable Engle House renovation. Order increased \$860,544; from \$2,500,000 to \$3,360,544.

Requestor: Jim Vandokkumburg - Facilities
Expenditure: \$860,544.00/\$3,360,544.00 (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.

2019-2020 BLANKET PURCHASE ORDERS

July 1, 2019 through June 30, 2020

Action Agenda

Requisitioner	Department	Acct Number	Vendor	Description	19/20	18/19
Blair, Lina	Student Life	2359-15-0152-520-00; 2359-15-0201-520-00; 2359-15-0102-520-00; 2359-15-0295-520-00	Interurban Transit Partnership	10-ride bus passes - 31 day bus passes -GO! Bus ADA-Eligible Passenger Tickets - semester bus pass	\$107,000.00	\$102,000.00
Freiburger, Lisa	Finance & Administration	2271-14-0081-550-00	Ellis Parking	Issued to provide payment for parking ramp management	\$250,000.00	\$250,000.00
Freiburger, Lisa	Finance & Administration	2411-11-0345-440-00	Ottawa Area ISD	Issued for first and second semester billings for the Thompson MTEC.	\$250,000.00	\$220,000.00
Freiburger, Lisa	Finance & Administration	2472-11-0078-620-00	Middle Cities Risk Management	Issued to provide Property/Liability Insurance for 2019-20	\$270,000.00	\$270,000.00
Janiowiak, Vicki	Operational Planning	2271-14-0081-550-00	Interurban Transit Partnership	College connector route between Raleigh J. Finkelstein Hall and DeVos Campus for student transportation - 2 shuttle lines	\$105,000.00	\$115,000.00
Kubiak, Cathy	Human Resources	2186-11-0000-000-00	FCCI Insurance	To provide funds for processing workers compensation claims	\$147,881.00	\$151,959.00
Meinders, Kurt	Information Technology	2822-42-0000-000-00-GENPC	CDW-G	Issued to provide REPLACEMENTS OF DESKTOP, LAPTOP AND TABLET COMPUTERS FOR FACULTY, STAFF AND LAB/CLASSROOMS.	\$415,000.00	\$450,000.00
Parks, Julie	Workforce Development	2271-15-0096-122-00	SDI Consulting	SDI to train LG Chem employees under the Michigan New Jobs Grant	\$600,000.00	\$400,000.00
Parks, Julie	Workforce Development	2218-51-0000-320-00-MJT-LGCHEM	The Right Place	MMTC/SDI training for LGChem employees for MNJT project	\$750,000.00	\$400,000.00
Parks, Julie	Workforce Development	2271-51-0000-320-FED-PROMISE	Muskegon Community College	Issued for Muskegon Community College for grant funded activity per the sub recipient agreement	\$175,177.80	NEW
Parks, Julie	Workforce Development	2271-51-0000-320-FED-PROMISE	West Michigan Works	Issued for payment of West Michigan Works for grant funded activity per the sub recipient agreement	\$573,794.00	\$571,983.30
Parks, Julie	Workforce Development	2271-51-0000-320-FED-PROMISE	Montcalm Community College	Issued for Montcalm Community College for grant funded activity per the sub recipient agreement	\$207,419.40	\$25,000.00
Passer, Michael	Information Technology	2271-11-0030-200-00	Oracle	Issued to provide support services	\$709,265.61	\$692,962.12
VanDokkumburg, Jim	Facilities	2371-11-0078-730-00	Allied Eagle Supply Co	Issued to provide janitorial supplies and management.	\$140,004.00	\$140,004.00
VanDokkumburg, Jim	Facilities	2271-11-0078-730-00	All Clean Again	Issued to provide cleaning services for Sneden, Administration Bldg., and Tassell MTEC.	\$162,627.00	\$131,312.00
VanDokkumburg, Jim	Facilities	2271-11-0078-730-00	GR Building Services	Issued to provide cleaning services for College Park Plaza and Raleigh J. Finkelstein Hall.	\$181,296.00	\$235,032.00

ACCOUNTS: **KEY:**

11 – General Fund	* MBE
14 – Auxiliary Fund	** WBE
15 – Designated Fund	*** M/WBE
42 – Bonds, Plant Fund	****MLBE
51 – Grants	# Non Responsive Bid
91 – Agency Funds	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)

Motion was made by Trustee Bristol to approve action items as presented, seconded by Trustee Siegel. 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 and increase to undergraduate tuition reimbursement from \$300 to \$400 and graduate from \$400 to \$500. Tuition reimbursement has not been increase in ten years.
 - Motion made by Trustee Bailey, seconded by Trustee Bristol. Motion unanimously carries, 7-0

P. Exempt Contracts – President Pink presented.

- 2.5% compensation increase was presented. Motion made by Trustee Bailey, seconded by Trustee Crosby. Motion unanimously carries, 7-0

Q. Presidents Contract –Chairperson Koetje presented.

- 2.5% base salary increase was presented. Motion made by Trustee Bristol, seconded by Trustee Bailey. Motion unanimously carries, 7-0

VII. OPEN COMMENT

Eric John Szczepaniak, a GRCC guest student, GVUS student and sits on the board at Kenowa Hills asked the board to consider endorsing Governor Whitmer’s executive directive designed to protect state employees from sexual orientation-related discrimination. Mr. Szczepaniak said that the Kenowa Hills Board would be voting to support this directive at their board meeting that evening.

VIII. ADJOURNMENT – 5:11 PM