PROCEEDINGS
OF
GRAND RAPIDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
OFFICIAL
REGULAR MEETING
BOARD LIBRARY
MONDAY, JUNE 20th, 2016

I. ORDER OF BUSINESS

Meeting called to order at 4:15 p.m., Bert Bleke in the chair.

A. Present: Bailey, Bristol, Stewart, Bleke – 6
Absent: Koetje – 1

B. Review and Approval of Agenda to include additions, deletions, or corrections.
- Motion made by Trustee James, seconded by Trustee Bailey to approve the agenda as presented. Motion carries 6-0.

C. Introduction of Guests
- None

D. Open Comments
- None

E. Special Order of Business (New Business)
- Certification of Appointment 2016-2017 MCCA Board of Directors
Motion made by Trustee Bristol, seconded by Trustee James to approved as presented. Motion carries 6-0.
- Michigan New Jobs Training Program Agreement (MNJT)
Motion made by Trustee Bailey, seconded by Trustee Stewart to approved MNJT Agreement as presented. Motion carries 6-0.

II. MONITORING REPORTS

F. Report (s)
- Laurie Chesley presented 2016-2017 Monitoring Report Schedule.
- Lisa Freiburger presented the finance update.

III. UPDATES

G. Student Alliance Report – Jose Garcia
- Student Alliance will be working this summer to improve GRCC experience for students over the 2016-17 academic year along with working on four initiatives: partnering with Student Life Office, being

proactive around diversity and inclusion, support both on-campus and off-campus students, and help to improve campus community which includes not only students but faculty and staff as well.

H. Foundation Update (Quarterly Report) – None

I. Board Chair Report – Bert Bleke

- Chairperson Bleke gave a brief update on the presidential search, search committee and search firm have met the final draft of the presidential profile and time-lines will be completed soon and shared with the public. If all goes well a new president will be named end of November.

J. President's Update – Steven C. Ender, Ed.D.

- Dr. Ender said the fall semester enrollment is currently running below previous years but is above the -6% that was budgeted at -4.2% down.

K. Faculty Association Update – Fred van Hartesveld

- Fred V. introduced Amy Pattullo who spoke on behalf of the Rapid Ridership Proposal that she presented at the May meeting, thanking the Board for asking for data in regards to bus usage before making a decision.

IV. COMMUNITY CONNECTIONS

L. Communications to the Board

- Trustee Bristol read a thank you note from Wyoming Public Schools in regards to the Middle College Program as the first cohort of students graduated in April.

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:*

M. Minutes of previous meetings, Grant Awards/Requests, Personnel Transactions, & Financial Transactions

- Minutes from May 16, 2016 Board Meeting & the June 6, 2016 Budget Work Session
- The W.K. Kellogg Foundation has approved a grant of $5,000 to support the Alpha Beta Omega (ABO) Leadership Program. The funds will be used to provide incentives that support student success.

PERSONNEL REPORT

(Includes in-process transactions through 6-13-16)

Appointment

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
John Stewart	Secchia Institute for Culinary Education	Faculty	Assistant Professor	5-9-16	New to College
Michael Helsel	Facilities	CEBA	Master Electrician	6-13-16	New to College
Sarah Laycock	Financial Aid	Meet & Confer	Coordinator, Scholarships & State Financial Aid	6-13-16	Formerly Contingency
Rebecca Rahn	Financial Aid	Meet & Confer	Financial Aid Functional Analyst	6-13-16	New to College
Lauren Shirey	Child Development & Education	APSS	Support Professional	6-20-16	New to College
Pamela Miller	School of Workforce Development	Meet & Confer	Associate Dean, Faculty Evaluation and Hiring	6-28-16	New to College
Kelli Fedder	Dental Auxiliary	Faculty	Assistant Professor	8-25-16	New to College

Separation

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Miriam Thompson	Library & Learning Commons	Faculty	Professor	5-31-16	Separated

CONGRATULATIONS ON YOUR NEW POSITION

Sarah Laycock
From: Student Success Coach (contingency position)
To: Coordinator of Scholarships and State Financial Aid
Effective 6-13-16

Kristen Doneth
From: Support Professional, Dean of Instructional Support
To: Support Professional, Associate Dean of Operations, School of Arts & Sciences
Effective 6-20-16

Sally Zokoe
From: Support Professional, Cashier's Office
To: Support Professional, Accounts Payable Clerk
Effective 6-27-16

Financial Transactions
(May 1 - 31, 2016)

1. **Purchases $10,000-$100,000**
   a. **General Fund**

      1) Blanket purchase order change notice issued to provide marketing advertising services. Order increased $10,000; from $30,000.00 to $40,000.00.
         Requestor: **Leah Nixon - Communications**
         Expenditure: **$10,000.00/$40,000.00**
         Disposition: **Recurring Purchase**
         Supplier: **Valassis**
         Belleville, MI
         Bid: No, single source.

      2) Purchase order issued to provide year (1) of (3) membership fee for "To College through College" sponsorship.
         Requestor: **Misty McClure-Anderson - Presidents**
         Expenditure: **$10,000.00**
         Disposition: **New Purchase**
         Supplier: **Our Community's Children**
         Grand Rapids, MI
         Bid: No, sole source.

      3)

Purchase order issued to provide 1098T (tuition statement) processing and mailing fees.

Requestor:	**Todd Hurley – Accounting and Budget Services**
Expenditure:	**$11,841.31**
Disposition:	**Recurring Purchase**
Supplier:	**General Dynamics Information Technology** Pittsburg, PA
Bid:	No, single source.

4) Purchase order change notice issued to provide student virtual tour recruitment services - (year (1) of (3) renewal).

Requestor:	**Eric Mullen – Student Affairs**
Expenditure:	**$12,096.00**
Disposition:	**Recurring Purchase**
Supplier:	**YouVisit, LLC** Aventura, FL
Bid:	No, single source.

5) Purchase order issued to provide annual license and maintenance agreement renewal for campus Novell systems.

Requestor:	**Donovan Wallace – Info. Technology**
Expenditure:	**$16,261.14**
Disposition:	**Recurring Purchase**
Supplier:	**Novacoast, Inc.** Santa Barbara, CA
Bid:	Yes, RFP #1112-6173B, previously reported.

6) Purchase order issued to provide furniture for library upgrades, including study carrels, power hubs, etc.

Requestor:	**Thomas Smith - Facilities**
Expenditure:	**$19,541.77**
Disposition:	**Replacement Purchase**
Supplier:	**Custer Workplace Interiors** Grand Rapids, MI
Bid:	No, E&I consortium purchase.

7) Purchase order issued to provide annual license and maintenance agreement renewal for UPS and AC units.

Requestor:	**Donovan Wallace – Info. Technology**

Expenditure:	**$19,816.50**
Disposition:	**Recurring Purchase**
Supplier:	**Emerson Network Power** Westerville, OH
Bid:	No, single source.

8) Purchase order issued to provide food service equipment (tables, range, steamer) for the SICE ATC kitchens.

Requestor:	**Mike Kidder – Secchia Institute for Culinary Education**
Expenditure:	**$24,951.74**
Disposition:	**Replacement Purchase**
Supplier:	**Sam Tell and Son, Inc.** Farmingdale, NY
Bid:	Yes, RFQ #1516-4247.

9) Purchase order issued to provide Presidential executive search services.

Requestor:	**Misty McClure-Anderson - Presidents**
Expenditure:	**$70,000.00**
Disposition:	**New Purchase**
Supplier:	**Gold Hill Associates*** Jackson, MS
Bid:	Yes, RFP #1516-4249.

b. <u>Other Special Funds</u>

1) Purchase order issued to provide math software licenses and training updates.

Requestor:	**Mike Steinfort - Mathematics**
Expenditure:	**$14,350.00 (15-2359)**
Disposition:	**Recurring Purchase**
Supplier:	**Edmentum** Bloomington, MN
Source of Funds:	Designated Fund
Bid:	No, single source.

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2) Purchase order issued to provide annual license and maintenance agreement renewal for Rave Alert (emergency alert system).

Requestor:	**David Anderson – Info. Technology**
Expenditure:	**$19,000.00**
Disposition:	**Recurring Purchase**
Supplier:	**Rave Wireless**
	Framington, MA
Bid:	No, single source.

3) Purchase order issued to provide replacement classroom carpeting in the Calkins Science Center.

Requestor:	**Thomas Smith - Facilities**
Expenditure:	**$17,212.96 (42-2830)**
Disposition:	**Replacement Purchase**
Supplier:	**DeGraaf Interiors, Inc.**
	Jenison, MI
Source of Funds:	Plant Fund
Bid:	Yes, RFP #1415-6197C, previously reported.

4) Purchase order issued to provide payment for the Costa Rica Study Away Trip (August 2016).

Requestor:	**Mike Schavey – Experiential Learning**
Expenditure:	**$20,300.00 (15-2359)**
Disposition:	**New Purchase**
Supplier:	**International Service Learning**
	Corpus Christi, TX
Source of Funds:	Designated Fund
Bid:	No, travel is exempt.

5) Purchase order issued to provide Manufacturing and NCRC (National Career Readiness Certificate) marketing materials (document, flyers, letters and certificates) for high school juniors and seniors in Ottawa County.

Requestor:	**Julie Parks – Workforce Development**
Expenditure:	**$22,193.29 (51-2359)**
Disposition:	**New Purchase**
Supplier:	**Kent Intermediate School District**
	Grand Rapids, MI
Source of Funds:	Michigan Coalition for Advanced Manufacturing (MCAM) Grant
Bid:	No, supplier determined by Grantor.

6) Purchase order issued to provide payment for 34th Annual Giants Awards & Banquet culinary services.

Requestor:	**Chris Arnold – Woodrick Diversity Learning Center**
Expenditure:	**$30,868.15 (91-2359)**
Disposition:	**Recurring Purchase**
Supplier:	**Amway Grand Plaza**
	Grand Rapids, MI
Source of Funds:	Agency Funds
Bid:	No, single source.

7) Purchase order issued to provide renovations to the Ford Fieldhouse locker rooms.

Requestor:	**Thomas Smith - Facilities**
Expenditure:	**$37,715.00 (42-2330)**
Disposition:	**Construction Purchase**
Supplier:	**BCI Construction**
	Grand Rapids, MI
Source of Funds:	Plant Fund
Bid:	Yes, RFP #1415-6211, previously reported.

8) Purchase order issued to provide a steam water heater for the Wisner-Botrall Applied Technology Center.

Requestor:	**Thomas Smith - Facilities**
Expenditure:	**$51,614.58 (42-2330)**
Disposition:	**Replacement Purchase**
Suppliers:	**Galloup**
	Wyoming, MI
Source of Funds:	Plant Fund
Bid:	Yes, RFQ #1516-5214.

9) Blanket purchase order change notice issued to provide multi-media equipment for technology classrooms. Order increased $55,000.00; from $95,000.00 to $150,000.00.

Requestor:	**Mark Vogel – Media Technologies**
Expenditure:	**$55,000.00/$150,000.00 (42-2822)**
Disposition:	**Replacement Purchase**
Suppliers:	**Thalner Electronic Labs**
	Ann Arbor, MI
Source of Funds:	Plant Fund
Bid:	Yes, RFQ #1516-12016A-1.

10) Purchase order issued to provide annual license and maintenance agreement renewal for campus account management software systems.

Requestor:	**Donovan Wallace – Info. Technology**
Expenditure:	**$74,709.39 (42-2822)**
Disposition:	**Recurring Purchase**

Supplier:	**Novacoast, Inc.**
	Santa Barbara, CA
Source of Funds:	Plant Fund
Bid:	No, MiDEAL consortium agreement.

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) parts/service, just in time delivery requirements, etc.

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2016-2017 BLANKET PURCHASE ORDERS **(July 1, 2016 through June 30, 2017)**			
Requisitioner/Department/ Account	Vendor	Reason	Amounts 16/17 15/16
Brinks, Becky (Child Development & Education) 2311-51-0000-124-00-CCFP 15	Simply Gooder	Issued for preschool food services - 7/1/16 – 9/30/16.	**$12,000.00** $12,000.00
Brewer, Sophia (Learning Resource Center) 2322-11-0071-410-00	JSTOR	Issued for digital archive subscription for standard journals.	**$10,850.00** $13,000.00
Brewer, Sophia (Learning Resource Center) 2321-11-0071-410-00	Midwest Collaborative Library Services	Issued for MCLS Databases.	**$56,500.00** $55,000.00
Brewer, Sophia (Learning Resource Center) 2321-11-0071-410-00	Midwest Collaborative Library Services	Issued for electronic content and services.	**$15,100.00** $15,100.00
Brewer, Sophia (Learning Resource Center) 2271-11-0071-410-00	Online Computer Library Center (OCLC)	Issued for providing cooperative contributed catalog record development services and delivery.	**$23,000.00** $23,500.00
Brewer, Sophia (Learning Resource Center) 2325-11-0071-410-00	Proquest LLC	Issued to provide an aggregation of resources in all areas.	**$24,500.00** $24,018.00
Brewer, Sophia (Learning Resource Center) 2325-11-0071-410-00	YBP Library Services	Issued to provide discount book rates.	**$50,000.00** $40,000.00
Freiburger, Lisa (Finance & Administration) 2271-14-0081-550-00	Grand Rapids Parking Services	Issued for Dash Lot Parking Services. 135 total spaces	**$80,000.00** $152,000.00
Freiburger, Lisa (Finance & Administration) 2271-11-0077-620-00	McAlvey, Merchant & Associates	Issued for lobbying services.	**$37,440.00** $37,440.00
Freiburger, Lisa (Finance & Administration) 2271-14-0022-550-00	Creative Dining Services	Issued for food service contract on campus.	**$41,000.00** $39,000.00
Freiburger, Lisa (Finance & Administration) 2271-14-0081-550	Central Reformed Church	Issued for student parking.	**$27,500.00** $26,040.00
Freiburger, Lisa (Finance & Administration) 2566-11-0077-620-00	Nelnet Business Solutions	Issued for monthly service charge for payment and transaction fees. (5th year of 5 year contract)	**$44,100.00** $44,100.00

		$3,675.00 per month	
Freiburger, Lisa (Finance & Administration) 2210-11-0223-620-00	Plante & Moran LLP	Issued to provide funds for Accounting Services.	**$64,000.00** $62,700.00
Hoxie,Tina (Student Life) 2359-14-0004-550-00	Blackboard	Issued for Blackboard transact hardware support and maintenance.	**$20,000.00** $20,000.00
Hoxie,Tina (Student Life) 2359-91-0200-000-00	Grand Rapids Children's Museum	Issued for students, faculty and staff to visit the Children's Museum.	**$11,000.00** $12,700.00
Hoxie,Tina (Student Life) 2359-91-0200-000-00	John Ball Zoo	Issued for students, faculty and staff to visit John Ball Zoo.	**$13,000.00** $13,000.00
Hoxie,Tina (Student Life) 2359-15-0152-520-00	Interurban Transit Partnership (ITP)	Issued for student 10-ride bus passes and student 31-day bus passes.	**$92,000.00** $115,000.00
Hoxie, Tina (Student Life) 2359-91-0173-000-00	Phi Theta Kappa	Issued for Phi Theta Kappa memberships for students.	**$15,000.00** $10,000.00
Hoxie, Tina (Student Life) 2359-91-0200-000-00	USA Today	Issued for USA Today online.	**$12,000.00** $38,000.00
Keating, Kathy (General Counsel) 2213-11-0315-610-00	Thrun Law Firm PC	Issued for labor relations legal services.	**$30,000.00** $30,000.00
Keating, Kathy (General Counsel) 2213-11-0315-610-00	Varnum Consulting LLC	Issued for Real Estate, Bonds and Brewers License legal services.	**$15,000.00** $50,500.00
Keating, Kathy (General Counsel) 2213-11-0315-610-00	Rhoades McKee PC	Issued for Open Meetings, FOIA, and Employment legal services.	**$10,000.00** $15,000.00
Kidder, Mike (SICE) 2359-15-0289-520-00	Gordon Food Service	Issued for SICE student cutlery kits for 16-17 fiscal year.	**$20,000.00** $39,700.00
Kidder, Mike (SICE) 2359-15-0289-520-00	Professional Uniforms	Issued for SICE student dining room and kitchen uniforms.	**$44,100.00** $44,091.10
Kidder, Mike (SICE) 3550-14-0056-000-00	Valley City Linen	Issued for rental linens used throughout SICE, ATC Catering, McCabe Marlowe House, and FFH.	**$13,600.00** $13,508.76
Kubiak, Cathy (Payroll/Benefits) 2271-11-0046-620-00	ASR Corporation	Issued to provide reimbursement checks to employees for dental and vision claims.	**$49,500.00** $49,500.00
Kubiak, Cathy (Payroll/Benefits) 2271-11-0000-000-00	Flex Administrators	Issued for processing of flex spending cobra fee.	**$10,500.00** $10,500.00
Kubiak, Cathy (Payroll/Benefits) 2271-11-0000-000-00	Flex Administrators	Issued for employee flex account processing.	**$10,500.00** $10,000.00

Nixon, Leah (Communications) 2530-11-0247-630-00	Ghettothropic LLC	Issued for college advertising.	**$12,000.00** $10,000.00
Nixon, Leah (Communications) 2530-11-0247-630-00	Crosstown Communications, Inc.	Issued for college advertising.	**$22,000.00** $21,750.00
Nixon, Leah (Communications) 2530-11-0247-630-00	Iheartmedia +Entertainment Inc.	Issued for college advertising.	**$38,000.00** $36,830.00
Nixon, Leah (Communications) 2530-11-0247-630-00	Pandora Media Inc.	Issued for college advertising.	**$26,000.00** $49,879.01
Nixon, Leah (Communications) 2530-11-0247-630-00	WXMI Fox 17	Issued for college advertising.	**$26,000.00** $25,400.00
Nixon, Leah (Communications) 2530-11-0247-630-00	Townsquare Media	Issued for college advertising.	**$18,000.00** $17,880.00
Nixon, Leah (Communications) 2530-11-0247-630-00	Spectrum Reach	Issued for college advertising.	**$30,000.00** $30,000.00
Nixon, Leah (Communications) 2530-11-0247-630-00	Valassis	Issued for college advertising.	**$30,000.00** $40,000.00
Nixon, Leah (Communications) 2530-11-0247-630-00	Comcast Spotlight	Issued for college advertising.	**$38,000.00** $44,264.00
Nixon, Leah (Communications) 2530-11-0247-630-00	Cumulus Broadcasting	Issued for college advertising.	**$40,000.00** $40,000.00
Parks, Julie (Training Solutions) 2271-15-0049-122-00	ACT	Issued for WorkKeys tests.	**$22,000.00** $21,500.00
Parks, Julie (Training Solutions) 2271-15-0049-122-00	Plexus Systems, Inc.	Issued for Continuity Spectrum yearly use and support for non-credit enterprise system.	**$16,859.00** $15,266.00
Parks, Julie (Training Solutions) 2271-15-0049-122-00	Right Place Inc.	Issued for Continuing Education/Professional Development offerings for manufacturers with MMTC-W.	**$15,000.00** **NEW**
Passer, Mike (IT) 2271-11-0030-200-00	CollegeNet	Issued for annual maintenance and support.	**$29,440.00** $29,440.00
Sedore, Danelle (ePrint) 2343-14-0602-550-00	Canon Business Solutions	Issued for Service Contract for campus copier/printers.	**$80,000.00** $72,394.40

Sedore, Danelle (ePrint) 2343-14-0602-550-00	Graphco	Issued for supplies for DP60 Digital Press.	**$12,500.00** $12,500.00
Sedore, Danelle (ePrint) 2412-14-0601-550-00	GE Capital Information Technology	Issued for lease on 2 Ricoh 8110 copiers/printers.	**$26,406.24** $26,406.24
Sedore, Danelle (ePrint) 2412-14-0601-550-00	GE Capital Information Technology	Issued for lease on Ricoh C651 copier/printer	**$10,000.00** $12,700.45
Sedore, Danelle (ePrint) 2343-14-0601-550-00	GE Capital Information Technology	Issued for service and supplies for high end digital copier/printer.	**$35,000.00** $47,979.96
Sedore, Danelle (ePrint) 2353-11-0035-620-00	US Postal Service	Issued to provide replenishment of postage on Permit #415	**$40,000.00** $50,000.00
Selberg, Lynnae (Disability Support) 2109-51-0000-530-00-SPP16	Deaf and Hard of Hearing Service	Issued for interpreting services.	**$20,000.00** $20,000.00
Selmon, David (Academic Outreach) 2271-11-0389-440-00	All Clean Again	Issued for Lakeshore Campus Cleaning.	**$13,000.00** $7,500.00
Selmon, David (Academic Outreach) 2271-11-0389-440-00	DK Security Services	Issued for security services for Lakeshore Campus for Fall & Winter semesters.	**$40,000.00** $40,000.00
Selmon, David (Academic Outreach) 2271-11-0389-440-00	Holland Public Works	Issued for monthly fiber lease for Lakeshore Campus.	**$12,000.00** $12,000.00
Selmon, David (Academic Outreach) 2411-11-0389-440-00	Midtown Centre LLC - Jubilee Ministries	Issued for monthly rent and utilities for Lakeshore Campus.	**$67,186.00** $65,112.00
Selmon, David (Academic Outreach) 2411-11-0313-440-00	West Ottawa North High School	Issued for Fall 2015, Winter and Summer 2016 semesters for classroom and office usage for Lakeshore Campus.	**$47,000.00** $49,700.00
Vandokkumburg, Jim (Facilities) 2271-11-0078-730-00	ATI Group	Issued for HVAC Inspection and Maintenance (RFP #1415-6197L-1)	**$19,600.00** **NEW**
Vandokkumburg, Jim (Facilities) 2341-11-0078-720-00	Broadmoor Products	Issued for the purchase of boiler and cooling tower chemicals.	**$35,000.00** $39,000.00
Vandokkumburg, Jim (Facilities) 2271-14-0081-550-00	Ellis Parking	Issued for cleaning of parking ramp facilities.	**$69,100.00** $69,100.00
Vandokkumburg, Jim (Facilities) 2271-11-0078-720-00	Elevator Service, Inc.	Issued for elevator maintenance.	**$95,000.00** $95,000.00
Vandokkumburg, Jim (Facilities)	Engineered Protection Services	Issued for maintenance and testing of fire/burglary TV monitoring for	**$95,000.00** $101,739.20

2271-11-0078-730-00		all systems throughout campus buildings.	
Vandokkumburg, Jim (Facilities) 2341-11-0078-730-00	Midwest Air Filter	Issued to purchase air filters for campus buildings.	**$18,000.00** $17,911.11
Vandokkumburg, Jim (Facilities) 2271-11-0078-730-00	River City Flooring	Issued for flooring installation on campus.	**$72,150.00** $72,150.00
Vandokkumburg, Jim (Facilities) 2271-11-0078-730-00	Valley City Linen	Issued for CEBA staff uniforms.	**$13,000.00** $13,000.00
VanOveren, Don (Academic Support) 2359-11-0243-111-00	ElSevier	Issued for HESI (Health Educations Systems Inc.) tests for nursing students.	**$20,000.00** $20,000.00
Vogel, Mark (Media Technologies) 2343-11-0059-430-00	B&H Photo	Issued for replacement equipment and video components required for technology classroom support.	**$20,000.00 NEW**
Vogel, Mark (Media Technologies) 2311-11-0059-430-00	GovConnection	Issued for accessories & supplies.	**$20,000.00** $25,000.00
Vogel, Mark (Media Technologies) 2271-11-0239-200-00	REVCOM	Issued for closed captioning services.	**$15,000.00** $10,000.00
Wallace, Donovan(IT) 2271-11-0123-200-00	123.net	Issued for 500Mb/s internet connection for the college.	**$37,188.00** $37,188.00
Wallace, Donovan(IT) 2271-11-0041-200-00	Fusemail	Issued for spam filtering service.	**$13,500.00** $13,175.04
Wallace, Donovan(IT) 2453-11-0123-200-00	Windstream	Issued for local and long distance telephone services.	**$46,400.00** $46,400.00
Whitman, Rebecca (Police) 2271-14-0081-550-00	Traffic & Safety	Issued for parking ramp equipment maintenance.	**$55,000.00** $55,000.00
Whitman, Rebecca (Police) 2559-15-0042-750-00	Michigan State Police - State of Michigan	Issued for fingerprinting of our Health students.	**$39,000.00** $39,000.00

Motion was made by Trustee Bailey, seconded by Trustee James to approve the consent items as presented. Motion carries 6-0.

ACTION ITEMS

N. Purchasing Items over $100,000

a. General Fund

No purchases for May 2016.

b. Other Special Funds

1) Request permission to issue purchase order for Administration Building Reroof renovation project including roof replacement, shutters, masonry, painting, etc. (sub-contractors will be reported at a later date)

Requestor:	**Jim VanDokkumburg - Facilities**
Expenditure:	**$212,910.00 NTE (42-2330)**
Disposition:	**Construction Purchase**
Supplier:	**BCI Construction**
	Grand Rapids, MI
Source of Funds	Plant Fund
Bid:	Yes, RFP #1415-6211, previously reported

2) Request permission to issue purchase order for a complete elevator modernization at the Wisner-Botrall Applied Technology Center. Two elevators to be renovated. Deemed a student safety emergency purchase.

Requestor:	**Jim VanDokkumburg - Facilities**
Expenditure:	**$240,000.00 NTE (42-2330)**
Disposition:	**New-Repair Purchase**
Supplier:	**Elevator Service**
	Grand Rapids, MI
Source of Funds	Plant Fund
Bid:	Yes, RFP #1415-6197F, previously reported.

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) parts/service, just in time delivery requirements, etc

2016-2017 BLANKET PURCHASE ORDERS (July 1, 2016 through June 30, 2017)			
Requisitioner/Department / Account	Vendor	Reason	Amounts 16/17 15/16
Anderson, Dave (IT) 2359-14-0004-550-00	**Blackboard**	**Issued for enterprise course management system that is used daily by faculty and staff.**	$161,414.59 **$152,757.00**
Anderson, Dave (IT) 2271-11-0603-200-00	**Blackboard**	**Issued for the RaiderCard transaction system.**	$141,677.00 $110,494.00
Anderson, Dave (IT) 2271-11-0030-200-00	**Oracle**	**Issued for annual maintenance and expansion orders for the fiscal year. Year 3 of 5. Total 5 year contract price of $3,931,569.00**	$692,962.12 $692,962.12
Brewer, Sophia (Learning Resource Center) 2322-11-0071-410-00 - $64,000.00 2325-11-0071-410-00 $84,000.00	**EBSCO**	**Issued for EBSCO print & database.**	$148,000.00 $148,000.00
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) 2472-11-0078-620-00 - $117,100.00 2471-11-0231-620-00	Middle Cities Risk Management Trust	Issued for general property insurance and liability insurance.	**$247,700.00** $247,700.00

$130,600.00			
Freiburger, Lisa (Finance & Administration) 2411-11-0345-440-00	Ottawa Area Intermediate School District	Issued for 1st & 2nd semester billing for Thompson MTEC.	**$240,000.00** $240,000.00
Hoxie,Tina (Student Life) 2271-14-0081-550-00	**Interurban Transit Partnership (ITP)**	**Issued for Student Transportation - Sneden Hall shuttle services.**	**$131,000.00** $131,000.00
Kubiak, Cathy (Payroll/Benefits) 2186-11-0000-000-00	USI (new provider)	Issued for processing our Workers Compensation insurance claims.	**$139,645.00** $145,452.00
Meinders, Kurt (IT) 2822-42-0000-000-00-GEN PC	GovConnection	Issued to purchase new and replacement computers for labs, classrooms, etc.	**$400,000.00** $475,000.00
Sedore, Danelle (ePrint) 2353-11-0035-620-00	Reserve Account	Issued for Reserve Account Postage Meter	**$100,000.00** $100,000.00
Vogel, Mark (Media Technologies) 2822-42-0000-000-00-GEN CWI	Thalner Electronics	Issued for technology classroom multi-media equipment.	**$150,000.00** $150,000.00

Motion was made by Trustee James to approve action items as presented, seconded by Trustee Bailey. Motion carries 6-0.

N. Approval of the 2016-17 Budget
- Motion made by Trustee Stewart to approve 2016-17 budget as presented at the June 6th work session, seconded by Trustee James. Motion carries 6-0.

O. Lisa Freiburger presented Creative Dining contract
- Motion made by Trustee Bristol, seconded by Trustee James to approve the Creative Dining contract as presented. Motion carries 6-0.

P. 2016-17 Meet & Confer Compensation
- Roll call vote was taken to approve the 2% compensation pool as presented at 4:47 p.m. Motion unanimously carries.

Q. Exempt Contracts
- Roll call vote was taken to approve the exempt contracts as presented at 4:48 p.m. Motion unanimously carries

R. President's Contract

- Roll call vote was taken to approve President Ender's contract as presented at 4:49 p.m. Motion unanimously carries

VII. OPEN COMMENT

Joshua Naramore, Mobile GR and Parking Manager for the City of Grand Rapids spoke to the faculty's Rapid Ridership proposal stating the City supports this idea and is available to help with the implementation.

VIII. FINAL BOARD COMMENTS

Trustee Verburg felt it was a good meeting.

Trustee Bristol welcomed the new employees to the institution and congratulated those employees that have been promoted.

Trustee James thanked the Enrollment Center folks for their great customer service, as she had the privilege of bringing a young man down to the college to enroll in the culinary arts program and was delighted to see the care that was taken with him along with so many of the services available in one spot/department which she knows Dr. Ender has been working to implement, as it seemed easy to enroll feeling "effortless".

Trustee Bailey thanked everyone for their work around the 2016-17 budget. She went on to thank the Workforce Development department for their work around the Michigan New Jobs Training Grant and thanked Laurie Chesley and all those that worked on revising the monitoring schedule. Bailey also thanked Jose Garcia for stepping up to take over the leadership position for Student Alliance.

Trustee Stewart said the reports were excellent and thanked everyone for the thorough thinking that always goes into the reports which shows leadership and great administrative staff the college has. He went on to say that although he does feel budget planning is thorough each year tuition is increased he believes the middle class, that continue to see their pay shrinking but cost of living increasing, are the students feeling the increase, therefore he asked the other Trustees to think at a "serious policy level" when making decisions.

Chairperson Bleke stated that the college is "blessed with outstanding people in all employee groups" going on to say two percent is not a big increase which shows what a special place the institution and the employees are.

IX. ADJOURNMENT - 5:02 PM