

PROCEEDINGS
OF
GRAND RAPIDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
OFFICIAL
REGULAR MEETING
BOARD CHAMBERS
MONDAY, APRIL 17, 2017

I. ORDER OF BUSINESS

Meeting called to order at 4:15 p.m., Dave Koetje in the chair.

A. Present: Bailey, Bristol, Bleke, Brame, Bruinsma, Stewart, & Koetje – 7

B. Introduction of Guests

- President Ender introduced Tina Hoxie who highlighted Megan Dungy and Caleb Graveldinger two students that were honored for being part of the 2017 All-Michigan Academic Team. She went on to share the great year the Men's basketball team had as they made the CC Sweet 16 (playoffs), introducing the following players and coaches: Coach Luke Bronkema & Melvin Selmon, players; Jeffrey Drake-Todd, Bryce Elliot, Zachary Pangborn, Darron Ewing, Jr., A.J. Whittaker, & Maxwell Prendergast. Dr. Ender also asked Erin Busscher PTK Advisor to introduce GRCC PTK students; Morgan Brown, Alexander Brown, Caleb Graveldinger, and Gino Gonzalez as they attended the PTK National Conference where GRCC PTK won several awards.

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

- Motion by Trustee Bailey, seconded by Trustee Bruinsma to approve the agenda as presented. Motion carries 7-0.

D. Open Comments

- None at this time.

E. Special Order of Business (New Business)

- Chairperson Koetje asked for a motion to name Dr. Ender, President Emeritus.
- Motion by Trustee Bailey, seconded by Trustee Bristol to approve naming Dr. Ender, President Emeritus. Motion carries 7-0.

II. MONITORING REPORTS

F. Report (s)

- Academic Foundation Monitoring Report was presented by John Cowles and Vicki Cooper.

III. UPDATES

G. Student Report

- Jose Garcia presented the Student Alliance activities over the last month and highlighted the increase of student involvement. Jose G. introduced Cale Merdzinski who is the 2017-16 Student Alliance President his term goes into effect in May 2017.

H. Foundation Update (Quarterly Report)

- None at this time.

I. Board Chair Report

- Reminded the group that May 1st the Board will hold a budget work session.

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

- Dr. Ender thanked the Board for naming him President Emeritus as he feels this is the highest and most important award he has received in his 40 plus years in higher education.

K. Faculty Association Update

- None at this time.

IV. COMMUNITY CONNECTIONS

L. Communications to the Board

- None at this time.

V. CONSENT ITEMS

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

- Minutes from March 13, 2017 Board Meeting
 - No grants received from March 1, 2017 – March 31, 2017.

PERSONNEL REPORT

(Includes in-process transactions through 3-30-17)

Appointments

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Thomas Hornak	Facilities	CEBA	HVAC Technician	3-20-17	Transfer from Building Maintenance (DeVos)
Jeremy Manning	Facilities	CEBA	Building Maintenance (DeVos)	3-20-17	Transfer from Building Maintenance (Main)

David Dick	Information Technology	Meet & Confer	Enterprise Analyst	4-3-17	Transfer from Junior Enterprise Analyst
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Separations

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Lisa Gallinari	General Counsel	Meet & Confer	Labor Relations & EO Generalist	3/25/2017	Separation
Marguerite Erlandson	Business	Adjunct	Adjunct Faculty	4-29-17	Retirement
Barbara Egeler	Language & Thought	Adjunct	Adjunct Faculty	4-29-17	Retirement
Susan Wallsteadt	Psychology	Adjunct	Adjunct Faculty	4-29-17	Retirement
Joseph Cortez	Facilities	CEBA	Custodian	4-7-17	Separation

CONGRATULATIONS ON YOUR NEW POSITION

Thomas Hornak

From: Building Maintenance (DeVos)

To: HVAC Technician

Effective 3-20-17

Jeremy Manning

From: Building Maintenance (Main)

To: Building Maintenance (DeVos)

Effective 3-20-17

David Dick

From: Junior Enterprise Analyst

To: Enterprise Analyst

Effective 4-3-17

Financial Transactions (March 1 - 31, 2017)

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

a. **General Fund**

- 1) Purchase order change notice issued to provide payment for RETAIN GroupWise archiving solution annual maintenance.

Requestor **Donovan Wallace**
Expenditure: **\$25,137.00**
Disposition: **Recurring Purchase**
Supplier: **GWAVA**
 Orem, UT
Bid: No, single source.

- 2) Purchase order issued to provide stacking chairs for the ATC banquet rooms.

Requestor **Jim Vandokkumburg - Facilities**
Expenditure: **\$29,889.80**
Disposition: **Replacement Purchase**
Supplier: **Interphase**
 Grand Rapids, MI
Bid: No, MiDEAL consortium purchase.

- 3) Purchase order issued to provide Cisco Wireless 5520 switches, required for wireless connectivity upgrade.

Requestor **Donovan Wallace**
Expenditure: **\$29,991.28**
Disposition: **New Purchase**
Supplier: **Presidio Infrastructure Solutions**
 Troy, MI
Bid: Yes, RFQ 1415-5226, previously reported.

- 4) Purchase order issued to provide tables for the ATC banquet rooms.

Requestor **Jim Vandokkumburg - Facilities**
Expenditure: **\$68,365.76**
Disposition: **Replacement Purchase**
Supplier: **Custer Workplace Interiors**
 Grand Rapids, MI
Bid: Yes. RFQ #1516-4260, previously reported

b. **Other Special Funds**

- 1) Purchase order issued to provide ELVIS trainers for the EL203 Applied Measurements – Labview Training course.

Requestor: **Jeff Danner – Workforce Development**
Expenditure: **\$25,720.96 (51-2821)**
Disposition: **Replacement Purchase**
Supplier: **National Instruments**
 Austin, TX
Source of Funds: Perkins Grant
Bid: Yes, RFQ #1617-2327A.

- 2) Purchase order issued to provide payment for Schedule Planner (student schedule/registration software) annual subscription.

Requestor: Eric Mullen – Enrollment Management & Financial Aid

Expenditure: \$27,829.00 (15-2359)

Disposition: New Purchase

Supplier: College Scheduler
Chico, CA

Source of Funds: Designated Fund

Bid: Yes, RFP #1617-9107.

- 3) Purchase order change notice issued for the phase one renovation of the GRCC Bostwick Parking Structure. Order increased \$26,931.00; from \$644,700.60 to \$671,163.60.

Requestor: Jim Vandokkumburg - Facilities

Expenditure: \$26,931.00/671,163.60 (14-2331)

Disposition: Construction Purchase

Supplier: RAM Construction Services
Wyoming, MI

Source of Funds: Auxiliary Fund

Bid: Yes, RFP 1516-3283, previously reported.

- 4) Purchase order issued to provide reimbursement for SDI (Strength Deployment Inventory) Leadership Training program for Founders Brewing Company employees.

Requestor: Julie Parks – Workforce Development

Expenditure: \$32,500.00 (51-2271)

Disposition: N/A

Supplier: Founders Brewing Company
Grand Rapids, MI

Source of Funds: Michigan New Jobs Training Grant

Bid: No, single source.

- 5) Purchase order issued to provide payment for services required for the 35th Annual Giants Awards & Banquet.

Requestor: Domingo Hernandez-Gomez – Woodrick Center for Equity and Inclusion

Expenditure: \$39,671.90 (91-1599)

Disposition: N/A

Supplier: Amway Grand Plaza
Grand Rapids, MI

Source of Funds: Agency Funds

Bid: No, single source.

- 6) Purchase order issued to provide a Bonguard Hearth Deck Oven, with installation, for the Secchia Institute for Culinary Education.

Requestor: Jeff Danner – Workforce Development
Expenditure: \$56,980.00 (51-2821)
Disposition: Replacement Purchase
Supplier: FBM Baking Machines

Cranbury, NJ
Source of Funds: Perkins Grant
Bid: No, single source.

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

ACTION ITEMS

N. Purchasing Items over \$100,000

a. General Fund

- 1) Request permission to issue purchase order for the renovation of the Tassell MTEC lobby.

Requestor: **Jim Vandokkumburg - Facilities**

Expenditure: **\$126,639.00**

Disposition: **Construction Purchase**

Supplier: **Pioneer Construction**

Grand Rapids, MI

Bid: Yes, RFP 1415-6211 (previously reported) and RFP 1617-3298A.

Subcontractors:

- Work Category 9A – Gypsum Board Assemblies to D-9 Systems @ \$27,480.00
- Work Category 9B – Painting to Exclusive Finish Solutions* @ \$15,500.00
- Work Category 27 – Electrical/Lighting to Circuit Electric @ \$54,500.00

b. Other Special Funds

- 1) Request permission to issue purchase order for the phase two renovation of the GRCC Bostwick Parking Structure and Pedestrian Bridges.

Requestor: **Jim Vandokkumburg - Facilities**

Expenditure: **\$339,106.00 (14-2331)**

Disposition: **Construction Purchase**

Supplier: **D.C. Byers**

Grand Rapids, MI

Source of Funds: Auxiliary Fund

Bid: Yes, RFP 1617-2311.

- 2) Request permission to issue purchase orders to provide Cook Hall roof replacement and building envelope restoration (including concrete repairs and waterproofing, doors and parking level screening).

Requestor: **Jim Vandokkumburg - Facilities**

Expenditure: **\$750,000.00 NTE (42-2330)**

Disposition: **Construction Purchase**

Supplier: **Integrated Design Solutions (IDS)**

Troy, MI

Pioneer Construction

Grand Rapids, MI

Source of Funds:

Plant Fund

Bid:

Yes, RFP 1415-3282 & RFP 1415-6211, previously reported.

ACCOUNTS:

11 – General Fund
14 – Auxiliary Fund
15 – Designated Fund
42 – Bonds, Plant Fund
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KEY:

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

VII. OPEN COMMENT

- None at this time.

VIII. FINAL BOARD COMMENTS

Trustee Bailey, thanked all those involved with the Delta Pi Alpha Banquet, saying it was great evening highlighting the top five percent of our graduating students. She went on to say the support from faculty and staff at that were in attendance was great. Trustee Bailey thanked both Tina Hoxie and Erin Busscher for highlighting the many different student groups both at the academic and athletic levels. She also congratulated President Ender on his retirement.

Trustee Stewart, stated that because of the wonderful faculty and superb administration the success of students are possible, as shared today.

Trustee Bristol, thanked the student leadership for their hard work as she attended the Student Leadership Banquet where all the good work of student leadership was highlighted. She also thanked Jose Garcia for his work as President of Student Alliance and wished him well. Trustee Bristol went

on to thank Karen Ender for her support to both the institution and community. She thanked President Ender for his dedication and years of service to the institution.

Trustee Bruinsma, said she also attended the Delta Pi Alpha Banquet and she to enjoyed the celebration that brought rich conversation with students and faculty as it was good to see how the students have been inspired by their professors.

Trustee Bleke, thanked President Ender for his leadership, courage and visions over the past eight years, stating the institution is in a great place when not many other institution can say the same. He went on to say Dr. Ender has always made sure the institution reminded open access college that provided oppourtunities to students that might not have another alternative for higher education.

Adjourned 5:19 p.m.