

**FACILITIES AND FINANCE COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**December 10, 2012**  
**6:15 p.m.**

Committee members present:	Richard E. Roehrkasse, Chairman Kenneth R. Joseph Nick J. Mance
Trustee present:	Eugene Verdu
Administrators present:	Georgia Costello, Ph.D. Clay Baitman H. O. Brownback Staci Clayborne Mike Fleming James Riha, Ph.D. Bernie Ysursa  Deb Massena
Attorney present:	Garrett Hoerner
Guest present:	Taulby Roach St. Clair County Transit District

**CALL TO ORDER**

Chairman Roehrkasse called the meeting to order at 6:35 p.m. and announced a quorum.

**APPROVAL OF MINUTES**

Mr. Mance moved, seconded by Mr. Joseph, to approve the minutes of the regular meeting of November 13, 2012 as submitted. The motion carried.

**MULTI-MODAL TRANSPORTATION PRESENTATION**

Vice President Ysursa introduced Taulby Roach of the St. Clair County Transit District, who made a presentation concerning the Multi-Modal Transportation project. The Belleville Campus' power grid would be redesigned for single point of delivery, which will completely eliminate all power lines on the Route 161 side of the campus. Because of the on-going construction for the Green Campus Initiative Project, there now appears to be a window of opportunity to lay conduit for a future distribution line via the open trench along the proposed loop road during construction operations. This conduit could be laid now with minimal disruption to the campus and potentially at a discounted rate since the contractor is already mobilized and on site.

Mr. Roach stated that SIUE recently cut ties with Ameren and will manage its own electrical system. He projected possible cost savings to SWIC of \$53K rent for energy facilities; \$40K for bulk delivery; and between \$60K and \$100K energy savings. Mr. Roach requested the following:

Authorization of \$70K for conduit placement through current contractor;

Authorization of \$200K for professional fees to design SWIC campus substation and distribution system; and

Budget \$1.8M for hard costs to build system.

Chairman Roehrkasse directed administration to review the proposal and to make a recommendation to the committee at its January 2013 meeting.

### **FACILITIES**

Mr. Roehrkasse stated due to time constraints, he would entertain presentation of the action items only and requested any questions concerning the remaining agenda topics be directed to him or to Vice President Ysursa.

### **Change Orders**

Vice President Ysursa presented the following change orders for the Liberal Arts Building II project:

Change Order #012 to Pyramid Electrical Contractors, Inc., Fairview Heights, IL in the net sum of \$67,118.00 for changes associated with electric vehicle charging stations, light fixtures and re-programming of fire alarm system and voice/data identification. The addition of this net change to the contract with Pyramid Electrical Contractors, in which the overall percent change exceeds 10%, Illinois Statute would require rebidding a portion or all of the work unless exceptional circumstances exist. In order to maintain delivery of the building for academic use, avoid delay in the project and further avoid potential conflict in workmanship that would arise from a second party contractor, staff recommends the current work be allowed to proceed.

Change Order #011 to Pyramid Electrical Contractors, Inc., Fairview Heights, IL in the net sum of \$14,634.00 for changes associated with equipment relocation and additional variable frequency drives.

Change Order #006 to France Mechanical Corporation, Glen Carbon, IL in the net sum of \$13,520.00 to relocate condensing unit and to provide and install remote temperature sensor in skylight area.

Change Order #006 to Hammert's Iron Works, St. Louis, MO in the net sum of \$10,192.00 to provide and install steel framed gate in the mechanical utility yard.

Change Order #002 to Engineered Fire Protection, St. Louis, MO in the net sum of \$22,958.00 to provide and install remote fire department connection.

Mr. Mance moved, seconded by Mr. Joseph, to recommend the Board of Trustees approve the five change orders as presented. The motion carried. (These items will appear on the consent agenda.)

**Protection Health Safety (PHS) Project Revision for FY 2014**

Mr. Ysursa reported the three PHS projects approved by the Board at its November meeting were submitted to ICCB. After submitting the projects we were notified that one of the projects did not meet the criteria for PHS funding. The project Renovations of 2460-2464 for Computer Lab at the Belleville Campus Main Complex has been removed, and the project Accessibility and Sidewalk Improvements at the Belleville Campus Central Quad has been added.

Mr. Mance moved, seconded by Mr. Joseph, to recommend the Board of Trustees approve the revised PHS Applications for FY 2014 and to re-submit the required application forms to the ICCB. The motion carried. (These items will appear on the consent agenda.)

**Ittner Additional Services Proposals**

Vice President Ysursa presented five Additional Services Proposals from Ittner and a Professional Services Contract for Miscellaneous Projects for current and future projects that are financed with Bond Funds. Trustee Mance expressed concern the Professional Services Contract for Miscellaneous Projects was not itemized as to projects. He stated the trustees needed to know the projects. Vice President Baitman offered the projects are considered to be minor, smaller projects. Four of the five projects would take over three years. Mr. Mance stated he had no problem approving the proposals and contract if staff prioritizes and spreads the projects over multiple years.

Mr. Mance moved, seconded by Mr. Joseph, to recommend the Board of Trustees:

approve Additional Services Proposal with Wm. B. Ittner, Inc., Fairview Heights, IL in the amount of \$17,090.00 plus reimbursable expenses for electrical upgrade in the HVAR lab in the Main Complex at the Belleville Campus. The proposed upgrade will support the power requirements for the equipment used in the lab. The cost of services is covered by Protection, Health and Safety funding;

approve Additional Services Proposal with Wm. B. Ittner, Inc., Fairview Heights, IL in the amount of \$13,220.00 plus reimbursable expenses to replace doors in the Main Complex at the Belleville Campus. The first phase of this project was completed in 2011. The preliminary estimate of the probable project cost is \$131,200. The cost of services is covered by Protection, Health and Safety funding;

approve Additional Services Proposal with Wm. B. Ittner, Inc., Fairview Heights, IL in the amount of \$91,200.00 plus reimbursable expenses to replace emergency generator in the Main Complex at the Belleville Campus. The existing emergency lighting and electric diesel generators are no longer adequate to serve the Main Complex. There is insufficient emergency power to serve the switching closets for the IT department in the Main Complex and needs to be upgraded. The cost of services is covered by Protection, Health and Safety funding;

approve Additional Services Proposal with Wm. B. Ittner, Inc., Fairview Heights, IL in the amount of \$24,660.00 plus reimbursable expenses for roof restoration on the Main Complex at the Belleville Campus. The preliminary estimate of the probable project cost is \$244,660. The cost of services is covered by FY 2014 Protection, Health and Safety funding;

approve Additional Services Proposal with Wm. B. Ittner, Inc., Fairview Heights, IL in the amount of \$59,300.00 plus reimbursable expenses for the renovation of rooms 1181-1183 Biology lab in the Main Complex at the Belleville Campus. The preliminary estimate of the probable project cost is \$588,310. The cost of services is covered by FY 2014 Protection, Health and Safety funding; and

approve professional services contract with Wm. B. Ittner, Inc., Fairview Heights, IL to provide services for: Main Complex 2160; Main Complex 603; Main Complex 506/507; Main Complex 1461-1464; and Information Sciences 1145 renovations at the Belleville Campus, projects to be prioritized and spread over multiple years.

The motion carried. These items will appear on the consent agenda.

#### **St. Clair County Coordinated Communications Service Contract Renewal**

Mr. Ysursa reported the MOU with St. Clair County will allow CENCOM to enter SWIC's stolen property, abandoned/towed vehicles, lost vehicle registrations and articles in the Law Enforcement Data System. SWIC's Public Safety cannot enter data because we are a less than full access point with LEADS.

Mr. Mance moved, seconded by Mr. Joseph, to recommend the Board of Trustees approve renewal of St. Clair County Coordinated Communications Service Contract for the period December 1, 2012 through December 31, 2013 to allow CENCOM to enter information in the Law Enforcement Data System. The motion carried. (This item will appear on the consent agenda.)

#### **FINANCE**

##### **Disposal of Capitalized Surplus Network Equipment**

CIO Riha requested disposal of capitalized surplus network equipment. The equipment age range is six years to 28 years old. The equipment has outlived its useful life; can no longer be maintained under maintenance agreement; and is no longer able to support any institutional need.

Mr. Mance moved, seconded by Mr. Joseph, to recommend the Board of Trustees approve disposal of surplus network equipment identified in Attachment A, per Administrative Procedure 6008AP. The motion carried. (This item will appear on the consent agenda.)

##### **Belleville News-Democrat Advertising Contract**

Vice President Fleming requested approval to renew advertising contract with Belleville News-Democrat. This six month contract for \$25,000 provides an option to renew for another half-year at the same price.

Mr. Mance moved, seconded by Mr. Joseph, to recommend the Board of Trustees renew advertising contract with Belleville News-Democrat in the amount of \$25,000.00 for the period January 1, 2013 through June 30, 2013. The motion carried. (This item will appear on the consent agenda.)

**Renewal of Merchandise License Agreements**

Mr. Fleming requested approval of calendar year 2013 sample agreement and any/all subsequent like contracts as they are vendor-signed and received throughout the coming year. These contracts allow the sale of SWIC-trademarked items and SWIC-logo merchandise.

Mr. Mance moved, seconded by Mr. Joseph, to recommend the Board of Trustees approve calendar year 2013 sample agreement and any/all subsequent like contracts as they are vendor-signed and received throughout the coming year. The motion carried. (This item will appear on the consent agenda.)

**IGEN Strategic Planning and Communications RFP**

Mr. Hoerner reported a request for proposal was submitted by the Illinois Green Economy Network (IGEN) to select a consultant for Strategic Planning and Communication Services. SWIC acts as the fiscal agent for IGEN. These services will be funded by a DECO base grant. The evaluation of the RFP was performed by a team of individuals representing IGEN who recommended the Council for Adult and Experiential Learning of Chicago, IL be awarded the contract.

Mr. Mance moved, seconded by Mr. Joseph, to recommend the Board of Trustees approve Council for Adult and Experiential Learning (CAEL) of Chicago, IL as consultants to IGEN in the area of strategic planning and communication services for a fee not to exceed \$48,519.00. The motion carried. (This item will appear on the consent agenda.)

**OTHER RELATED COMMITTEE BUSINESS**

Mr. Ysursa addressed the responses to the auditors' three suggestions for improvement and suggested convening a committee for further exploration. After brief discussion it was recommended the college's responses be explored further.

**NEXT COMMITTEE MEETING**

The next meeting of the Facilities and Finance Committee will be held Monday, January 7, 2013 at 6:15 p.m. in the Seibert Conference at the Belleville Campus.

**ADJOURNMENT**

Mr. Joseph moved, seconded by Mr. Mance, to adjourn the meeting at 7:45 p.m. The motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Secretary to the Board of Trustees