

FACILITIES AND FINANCE COMMITTEE
Seibert Conference Room
Belleville Campus
March 18, 2019
2:00 p.m.

Committee members present:	Richard E. Roehrkasse, Chairman Robert G. Morton
Committee member absent:	Harry Briggs, Ph.D.
Administrators present:	Nick J. Mance Bernie Ysursa Gary Gruenert Jim Gunter Missy Roche Mike Thomas
Attorney present:	Garrett Hoerner

CALL TO ORDER

Chairman Roehrkasse called the special meeting to order at 2:00 p.m. and stated the purpose of the special meeting was to interview the finalist architectural firms to provide services for the college.

PROCESS

Southwestern Illinois College completed a Request for Qualification (RFQ) for Architectural Services in February, 2019. The college published in two newspapers and directly solicited proposals from multiple firms. The RFQ was also sent to all diversity firms registered with Central Management Services on its Business Enterprise Program website. Five proposals were received and reviewed by an internal committee comprised of the following:

Nick Mance, President
Beverly Fiss, Board Secretary
Gary Gruenert, Physical Plant Supervisor at SWGCC
Jim Gunter, Director of Physical Plant
Garrett Hoerner, Board Attorney
Missy Roche, CFO
Bernie Ysursa, Vice President for Administrative Services

The internal committee recommended the following three finalists be interviewed:

Farnsworth Group
FGM Architects
Woolpert Architecture

Each of the finalists was interviewed and were evaluated on the following criteria:

1. Experience in higher education
2. Physical location of the firm
3. Architectural experience and expertise
4. Additional services provided in-house:
 - a. Engineering
 - b. Project Management
 - c. Compliance
 - d. Interior Design
5. Ability to provide master site planning
6. History of A&E generated change orders
7. Experience with LEED projects
8. Project cost estimating record

After discussion consensus was to rank the firms as follows based on evaluation of the proposals and interviews:

1. Farnsworth Group
2. Woolpert Architecture
3. FGM Architects

Mr. Morton moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees direct the Board Attorney to negotiate a contract with the following architectural firm in ranked order to provide architectural services for the college:

1. Farnsworth Group
2. Woolpert Architecture
3. FGM Architects

The motion carried. (This item will appear on the consent agenda.)

ADJOURNMENT

Mr. Morton moved, seconded by Mr. Roehrkasse, to adjourn the meeting at 4:35 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees