

FACILITIES AND FINANCE COMMITTEE
Seibert Conference Room
Belleville Campus
November 8, 2021

Amended and resubmitted 01-05-22

Committee members present:	Richard Roehrkasse, Chair Steve Campo Charles Hannon
Trustees present:	John Blomenkamp (left at 8:20 pm) Mya Gill, Student Trustee Nick Raftopoulos (left at 8:30 pm) Sara Soehlke (remote)
Administrators present:	Nick Mance Linda Andres Danielle Chambers Missy Roche Dr. Gina Segobiano Bob Tebbe Bernie Ysursa Marisa Ruser (remote)
Attorney present:	Garrett Hoerner

CALL TO ORDER

Chairman Roehrkasse called the meeting to order at 8:04 p.m.

FACILITIES

Public Safety Report

Chief Administrative Services Officer Bernie Ysursa presented the Public Safety report for October 2021. No action was required of the committee.

FINANCE

Approval of Bills

Chairman Roehrkasse directed that Approval of Bills be placed on the non-consent agenda for action by the Board of Trustees. In the interim, any questions should be directed to him or to CFO Missy Roche.

Purchases/Agreements/Contracts

Lengthy discussion ensued among trustees concerning the need for task chairs, carpet for the Information Sciences Building, and study pods for the Library. In addition to need, the discussion included the selection process, price, and funding sources. Upon conclusion of the discussion, the committee trustees agreed to an omnibus vote for all purchase/agreement/contract items on the agenda.

Mr. Campo moved, seconded by Mr. Hannon, to recommend the Board of Trustees approve the following:

- award the purchase of 175 Haworth task chairs to Louer Planning & Facility, Inc., Collinsville, IL in the amount of \$107,654.31 using institutional budgeted funds;
- award the purchase of carpet for the Information Sciences Building to CI Select, St. Louis, MO in the amount of \$70,645.00 utilizing institutional budgeted funds;
- award the purchase of a fusion lab to Cee Kay Supply, St. Louis, MO in the amount of \$66,742.58 using approved funds from the Workforce Equity Initiative grant;
- award the purchase of three study pods to Egyptian Workspace Partners, Belleville, IL in the amount of \$121,277.95 using Higher Education Emergency Relief (HEERF) grant funds;
- renew the Axway maintenance contract in the amount of \$11,874.13 for the period January 1, 2022 through June 30, 2022;
- purchase the design determining locations and cost to boost cellular carrier signals at the Belleville, Sam Wolf Granite City and Red Bud Campuses from Zagarr Engineering, St. Louis, MO in the amount of \$16,410.00 using CARES funds;
- renew the purchase of licensing, training and professional services to implement OnBase Document Imaging software from Hyland Software, Westlake, OH in the amount of \$165,034.00 using CARES funds;
- renew the purchase of 300 wireless Kajeet internet hubs for student and employee use from CDW-G LLC, Vernon Hills, IL in the amount of \$63,021.00 utilizing funds from CARES, the Workforce Equity Initiative grant and Adult Education grants;
- approve the renewal contract of TargetX Recruitment Suite and third-part subscriptions as Southwestern Illinois College customer relations management tool for recruitment and retention purposes;

- approve contracts with TEGNA/KSDK Channel 5 for a Spring 2022 enrollment ad campaign to include: 15-second TV commercials for \$6,000; the banner ad on KSDK.com and 30-second pre-roll (streaming) commercials for \$5,000; and six short feature segments on Show Me St. Louis for \$7,500, for a total investment of \$18,500 to air between December 1, 2021 and January 16, 2022; and
- approve contracts with Hubbard Radio for the Spring 2022 enrollment ad campaign to include: 30-second commercials on 105.7 The Point and 92.3 WIL TV radio, plus 5-second ad blasts on 106.5 The Arch for a total of \$18,600 for the period December 6, 2021 through January 16, 2022; 18 live endorsements to air between November 29, 2021 through January 14, 2022 for \$4,500; and geofencing ads to run between December 1, 2021 through January 31, 2022 for \$5,000 for a total investment of \$28,100.00.

Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkasse. The motion carried. (These items will appear on the consent agenda.)

Running Start Agreement Template

Executive Director of Enrollment Development Robert Tebbe presented the Running Start Agreement Template for the 2022-2023 academic year which provides the framework for the Running Start program. Mr. Tebbe requested a change in the Running Start program cost from \$4858 per year to \$4148 per year based on average number of hours Running Start students' complete times college tuition plus fees.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the Running Start Agreement Template for the 2022-2023 academic year and to reduce the Running start program cost from \$4858 per year to \$4148 per year. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkasse. The motion carried. (These items will appear on the consent agenda.)

Running Start Agreement Template - Homeschooled Students

Executive Director of Enrollment Development Robert Tebbe presented the Running Start Agreement Template - Homeschooled Students for the 2022-2023 academic year which provides the framework for the Running Start program. Mr. Tebbe requested a change in the Running Start program cost from \$4858 per year to \$4148 per year based on average number of hours Running Start students' complete times college tuition plus fees.

Mr. Campo moved, seconded by Mr. Hannon, to recommend the Board of Trustees approve the Running Start Agreement Template for the 2022-2023 academic year and to reduce the Running start program cost from \$4858 per year to \$4148 per year. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkasse. The motion carried. (These items will appear on the consent agenda.)

Disposal of a Capital Asset

Chief Administrative Services Officer Ysursa presented a request to dispose of a 1999 Plymouth Voyager Minivan, VIN #2P4G25G9XR315449, SWIC tag number 00012490, in accordance with Board Policy 6008 and Administrative Procedure 6008AP.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the request to dispose of a 1999 Plymouth Voyager Minivan as presented. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkaase. The motion carried. (These items will appear on the consent agenda.)

Project Authorizations - FGM Architects

CFO Missy Roche reported each year administration prepares a list of facilities projects that qualify for funding through the Protection, Health, and Safety (PHS) fund. At times the college has excess PHS funds available and are utilized for emergency projects that meet the requirements of PHS funding.

CFO Roche requested authorization to begin work on the following projects and obtain approval of the fees set with FGM:

Fire Alarm Upgrade
Project Budget: \$650,000
Fee: \$68,120
Bid Approved: \$393,932

Chiller Replacement at the Sam Wolf Granite City Campus (utilizing excess PHS funds)
Project Budget: \$500,000
Fee: \$57,500

Boiler Replacement at PSOP (utilizing excess PHS funds)
Project Budget: \$60,000
Fee: \$8,800

Emergency Mass Notification
Project Budget: \$922,930
Fee \$92,300

Ms. Roche added the project authorizations from FGM Architects are subject to the Board Attorney's review.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees approve proceeding with the PHS funded projects as presented, subject to review by the Board

Attorney. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkasse. The motion carried. (These items will appear on the consent agenda.)

Calendar Year 2021 Tax Levy

CFO Roche presented Resolution Adopting Calendar Year 2021 Tax Levy and Resolution of Intent to Levy an Additional Tax Pursuant to Section 3-14.3 of the Illinois Public Community College Act and requested the committee recommend the Board of Trustees adopt by title only and to adopt the resolutions. Board Attorney Hoerner has reviewed the documents.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees approve both resolutions by title only and to adopt the resolutions. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkasse. The motion carried. (These items will appear on the consent agenda.)

ADJOURNMENT

Mr. Hannon moved, seconded by Mr. Campo, to adjourn the meeting at 8:50 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Board Secretary