

WESTERN COMMUNITY COLLEGE AREA
BOARD OF GOVERNORS

PROPOSED AGENDA

REGULAR MEETING

June 21, 2017

A. Call to Order, Ms. Walworth

12:00 P. M. - LUNCH

Conference Room

Pioneer Activity Center

Western Nebraska Community College

Scottsbluff Campus

1409 East 27th Street

Scottsbluff, Nebraska

B. Roll Call

C. Community Comments

1:00 P.M. - REGULAR MEETING

Boardroom

Western Nebraska Community College

Scottsbluff Campus

1601 East 27th Street

Scottsbluff, Nebraska

D. Board Chairperson Comments

- 1) Copy of Nebraska Open Meetings Act
Available at Back of Room

E. Consent Calendar

1) Review Contents of Consent Calendar

a) Agenda

b) Excuse Absent Board Member(s)

c) Minutes

1) Regular Meeting, May 17, 2017

(Pages 1 - 1x)

d) Claims

1) WCCA Unrestricted Fund - \$2,361,407.62

(Pages 1 - 13)

2) WCCA Restricted Fund - \$17,634.82

(Page 13)

3) WCCA Federal Fund - \$3,961.87

(Page 13)

4) WCCA Agency Fund - \$11,089.33

(Pages 13 - 14)

5) WCCA Loan Fund - \$ -0-

6) WCCA Plant Fund - \$ -0-

7) WCCA Auxiliary Fund - \$135,821.52

(Pages 14 - 17)

e) City Planning Commission Reports

(Attachment)

f) Reports and Proposals

1) From the Students

2) From the Faculty

3) From the Administration

4) From the Board

E. Consent Calendar – Cont.

- 2) Approval of Consent Calendar
- 3) Consideration of Items Extracted from Consent Calendar

F. Reports and Recommendations from ad hoc Committee to Fill Board
Vacancy - District Four – Ms. Klemke

G. Oath of Office

H. Bid Consent Calendar

1) Review Contents of Bid Consent Calendar

- a) #17-EQ-36 – Two Cargo Trailers (Pages 2 – 2a)
- b) #17-FAC-41 – HVAC Makeup Unit for APTC (Pages 2b – 2c)
- c) #17-EQ-43 – Mobile Learning Lab Workstations (24) (Pages 2d – 2e)
- d) #17-SE-33 – Proposal for Website Content Management System (Pages 2f – 2g)
- e) #17-SE-44 – Document Management Services (Handout)

2) Approval of Consent Calendar

3) Consideration of Items Extracted From Bid Consent Calendar

I. Personnel Consent Calendar

1) Review Contents of Personnel Consent Calendar

- a) Resignation(s):
 - 1) Ms. Anissa M. Drake, Healthcare Education Coordinator (Page 3)
 - 2) Ms. Bambi J. Sell, Admissions Assistant Director (Page 3a)
 - 3) Dr. Jason L. Stratman, Dean of Instruction & Workforce Development (Page 3b)
- b) Appointment(s):
 - 1) Ms. Lisa M. Gion, Human Resources Generalist (Pages 3c – 3e)
 - 2) Ms. Jenny L. Keener, Human Resources Generalist (Pages 3f – 3L)
 - 3) Mr. Daniel F. Joppa, Technical Studies Instructor (Handout)

2) Approval of Personnel Consent Calendar

3) Consideration of Items Extracted from Personnel Consent Calendar

J. Western Community College Area Board of Governors - Ms. Walworth

- 1) Informal Meeting
 - a) Budget Work Session
 - 1) July 19, 2017, 9:30 a.m. - Designated Fund, Restricted Fund
(Change Start Time)

K. Reports and Recommendations from Budget and Finance
Committee - Mr. Perlinski, Mr. Groshans

- 1) 2017 - 2018 Non-Faculty Employee Compensation
- 2) 2017 - 2018 Adjunct Faculty Contract Rate

L. Monitoring Reports

- 1) Proposed 2017 - 2018 Student Charges - Mr. Knapper (Pages 4 - 4a)
 - a) Course Fees Update for FY 2018 - New Courses
- 2) Nebraska Community College Association - Dr. Gramberg, Dr. Perkins
- 3) Association of Community College Trustees - Dr. Perkins

M. Western Nebraska Community College/Scottsbluff Campus Main Building Addition
And Renovation - Mr. Knapper, Mr. Kelly

- 1) Update - Re: Addition/Renovation Project - Dr. Holcomb
- 2) Motion to Authorize College President to Approve Architect's Contract
- 3) Report from Construction Manager Selection Committee - Mr. Knapper
- 4) Board Member Evaluation and Ranking of Requests for Proposals - Re: Construction
Manager at Risk - Mr. Kelly
- 5) Motion to Authorize College President to Negotiate Contract with Top Ranked
Construction Manager at Risk

N. Board Member Comments

O. President's Comments

P. Upcoming Meetings and Events

1) Western Community College Area Board of Governors

a) Informal Meetings

1) Budget Work Sessions

A) July 19, 2017, 10:30 a.m. - Designated Fund, Restricted Fund

B) August 16, 2017, 11:00 a.m. - Capital Construction Fund

C) September 13, 2017, 10:30 a.m. - Final Review of All Budgets

b) Public Hearings on Proposed 2017 - 2018 WCCA Budgets

1) September 13, 2017, 1:00 p.m.

2) Boardroom, Western Nebraska Community College, Scottsbluff Campus

c) Regular Board of Governors Meetings

1) September 13, 2017, immediately following the Public Hearings on the Proposed 2017 - 2018 WCCA Budgets

2) October 18, 2017, 1:00 p.m. Western Nebraska Community College Alliance Campus

2) Nebraska Community College Association

a) 2017 Regular Meetings

1) Third Quarter Meeting

A) August 14, 2017

B) Lincoln, Nebraska

2) Fourth Quarter (Annual Meeting)

A) November 6 and 7, 2017

B) McCook, Nebraska

3) Association of Community College Trustees

a) 2017 Annual Leadership Congress

1) September 25 - 28, 2017

2) The Cosmopolitan Las Vegas

Q. Next Regular Meeting: July 19, 2017, 1:00 p.m., Boardroom, Western Nebraska Community College, Scottsbluff Campus, 1601 East 27th Street, Scottsbluff, Nebraska.

R. Adjournment

MISSION STATEMENT: "WNCC assures learning opportunities for all - enriching lives, invigorating communities, creating futures"

MINUTES OF MEETING
BOARD OF GOVERNORS
WESTERN COMMUNITY COLLEGE AREA

TIME AND PLACE
ROLL CALL
NOTICE OF MEETING

A regular meeting of the Western Community College Area Board of Governors was held at 1:02 p.m., on Wednesday, June 21, 2017, in the Boardroom, Western Nebraska Community College, Scottsbluff Campus, located at 1601 East 27th Street, in the City of Scottsbluff, in the County of Scotts Bluff, in the State of Nebraska, as per the publicized notice in the Star-Herald, on Wednesday, June 14, 2017, with the following members present: Merlyn L. Gramberg, Linda A. Guzman-Gonzales, F. Lynne Klemke, Kimberly A. Macy, William M. Packard, M. Thomas Perkins, Thomas L. Perlinski, R. J. Savely, Jr., Richard G. Stickney, Julienne K. Walworth, Chairperson. Absent: None. Student Representatives present: None. Faculty Representatives present: William A. Loring, Scottsbluff Campus. College staff present: Todd R. Holcomb, William D. Knapper, Coral E. Richards, Kimberly J. Dale, Evangeline K. Grant, David E. Groshans, Paula J. Abbott, Kathy A. Ault, Ellen M. Dillon, Rosie Hernandez, Allison Judy, Jennifer M. Rogers, Kristin R. Wiebe. College Attorney present: Philip M. Kelly. A current agenda was available in the College President's office and the Board Secretary's office on the Scottsbluff Campus at the time of the publicized notice.

QUORUM

Ms. Walworth declared a quorum was present for the transaction of business.

COMMUNITY COMMENTS

Ms. Walworth asked for comments from the community. Pursuant to Board Policy #830.1000.79, Ms. Walworth reminded community members who wish to make comments that each speaker will be limited to a five minute presentation.

Mr. Kelly recognized Ms. Michelle Coolidge, Administrative Services Coordinator. Ms. Coolidge is also the Mayor of the City of Bayard, which was recently struck by a tornado. Mr. Kelly remarked that Ms. Coolidge's calm, cool management to organize citizens and volunteers was excellent during a very difficult situation, and is a testament to her leadership.

Ms. Coolidge remarked that her work experiences at the College have been of tremendous help with her responsibilities as Mayor of the City of Bayard. She commented the community support has been overwhelming. Ms. Coolidge

COMMUNITY COMMENTS
Cont. thanked members of the College staff who traveled to Bayard to assist with the cleanup. She especially thanked Mr. Ed Salazar and the College Powerline students who provided invaluable assistance with the cleanup effort while gaining some hands on experience within the limitations of what they could do with electricity.

BOARD CHAIRPERSON
COMMENTS Ms. Walworth announced that for public information, there is a copy of the Nebraska Open Meetings Act available on the table at the back of the room.

Ms. Walworth acknowledged receipt of the thank you letter from Ms. Coolidge regarding the support the Bayard community received following the tornado. Dr. Holcomb forwarded the letter to Board members.

CONSENT CALENDAR
Review Contents Ms. Walworth reviewed the contents of the Consent Calendar which include the following item(s):

- 1) Agenda, June 21, 2017
- 2) Excuse Absent Board Members – None
- 3) Minutes
 - a) Regular Meeting May 17, 2017
- 4) Claims:
 - a) WCCA Unrestricted Fund - \$2,361,407.62
 - b) WCCA Restricted Fund - \$17,634.82
 - c) WCCA Federal Fund - \$3,961.87
 - d) WCCA Agency Fund - \$11,089.33
 - e) WCCA Loan Fund - \$-0-
 - f) WCCA Plant Fund - \$-0-
 - g) WCCA Auxiliary Fund - \$135,821.52
- 5) City Planning Commission Reports – Attachment A
- 6) Reports and Proposals
 - a) From the Students
 - b) From the Faculty
 - c) From the Administration
 - d) From the Board

Ms. Walworth inquired if there were any item(s) on the Consent Calendar which any Board member wished to have removed for separate consideration. There were none.

CONSENT CALENDAR
Approval Dr. Perkins moved the Consent Calendar be approved as presented. Seconded by Mr. Stickney. The vote was, Yes: Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Walworth. No: None. Absent: None. Motion carried.

CONSENT CALENDAR
Consider Items Extracted

There were no items extracted from the Consent Calendar.

REPORTS AND RECOM-
MENDATIONS FROM ad
hoc COMMITTEE TO FILL
BOARD VACANCY
DISTRICT FOUR

Ms. Klemke reported the ad hoc Committee To Fill Board Vacancy in District Four met on June 8, 2017. She reported the Committee interviewed three individuals who had applied to fill the vacancy. A fourth individual initially applied for the position; but, later withdrew the application. Ms. Klemke reported all of the applicants were well-qualified, and the Committee had a pleasant afternoon meeting with them. Ms. Klemke reported after careful consideration, the Committee is recommending Ms. Karen S. Anderson be appointed to fill the unexpired term of Mr. Timothy H. Daniels, representing District Four.

Ms. Klemke moved Ms. Karen S. Anderson be appointed to fill the unexpired term of Mr. Timothy H. Daniels representing District Four. Seconded by Mr. Perlinski. The vote was, Yes: Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Gramberg, Walworth. No: None. Absent: None. Motion carried.

OATH OF OFFICE

Ms. Walworth administered the Oath of Office to Ms. Karen S. Anderson.

Ms. Anderson assumed her position on the Board of Governors representing District Four.

BID CONSENT CALENDAR
Review Contents

Ms. Walworth reviewed the contents of the Bid Consent Calendar which include the following bids:

- 1) #17-SE-33 – Proposal for Website Content Management System – Attachment B
- 2) #17-EQ-36 – Two Cargo Trailers – Attachment C
- 3) #17-FAC-41 – HVAC Makeup Unit for APTC – Attachment D
- 4) #17-EQ-43 – Mobile Learning Lab Workstations (24) – Attachment E
- 5) #17-SE-44 – Document Management Services – Attachment F

Ms. Walworth inquired if there were any item(s) on the Bid Consent Calendar which any Board member wished to have removed for separate consideration. There were none.

BID CONSENT CALENDAR
Approval

Mr. Perlinski moved the Bid Consent Calendar be approved as presented. Seconded by Dr. Gramberg. The

BID CONSENT CALENDAR
Approval
Cont. vote was, Yes: Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Walworth. No: None. Absent: None. Motion carried.

BID CONSENT CALENDAR
Consider Items Extracted There were no items extracted from the Bid Consent Calendar.

PERSONNEL CONSENT
CALENDAR
Review Contents Ms. Walworth reviewed the contents of the Personnel Consent Calendar which include the following resignation(s) and appointment(s):

- 1) Resignation(s):
 - a) Ms. Anissa M. Drake, Healthcare Education Coordinator, effective June 24, 2017.
 - b) Ms. Bambi Sell, Admissions Assistant Director, effective June 30, 2017.
 - c) Dr. Jason L. Stratman, Dean of Instruction and Workforce Development, effective July 31, 2017.
- 2) Appointment(s):
 - a) Ms. Lisa M. Gion, Human Resources Generalist, effective July 5, 2017 through June 30, 2018, wage to be \$22.96 per hour.
 - b) Ms. Jenny Lea Keener, Human Resources Generalist, effective July 1, 2017 through June 30, 2018, wage to be \$22.96 per hour.
 - c) Mr. Daniel F. Joppa, Technical Studies (Advanced Manufacturing) Instructor, effective August 14, 2017, through May 16, 2018, salary to be determined in accordance with the provisions of the WCCA Negotiated Agreement.

Ms. Walworth inquired if there were any item(s) on the Personnel Consent Calendar which any Board member wished to have removed for separate consideration. There were none.

PERSONNEL CONSENT
CALENDAR
Approval Mr. Stickney moved the Personnel Consent Calendar be approved as submitted. Seconded by Mr. Savely. The vote was, Yes: Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Walworth. No: None. Absent: None. Motion carried.

PERSONNEL CONSENT
CALENDAR
Consider Items Extracted There were no items extracted from the Personnel Consent Calendar.

WESTERN COMMUNITY
COLLEGE AREA BOARD
OF GOVERNORS
Informal Meeting

Ms. Walworth reported the Board previously voted to hold an Informal meeting on July 19, 2017, at 10:30 a.m. for the purpose of a budget work session. She reported Mr. Greg Adams, Executive Director of the Nebraska Community College Association, has been invited to meet with the Board to present, among other things, an action plan for the 2018 Legislative Session. Mr. Adams is available to meet with the Board during the Informal meeting on July 19, 2017. Ms. Walworth suggested the starting time of the Informal meeting be changed to 9:30 a.m., to allow sufficient time for Mr. Adams to present his report prior to the budget work session.

Ms. Guzman-Gonzales moved the starting time for the Informal meeting to be held on July 19, 2017, be changed to 9:30 a.m. Seconded by Mr. Savely. The vote was, Yes: Packard, Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Walworth. No: None. Absent: None. Motion carried.

REPORT AND RECOM-
MENDATIONS FROM
BUDGET AND FINANCE
COMMITTEE
2017-2018 Non-Faculty
Employee Compensation

Mr. Perlinski reported that during the meeting of the Budget and Finance Committee earlier today, the Committee considered 2017 – 2018 Non-Faculty Employee Compensation and the Adjunct Faculty Contract Rate.

Mr. Perlinski moved the Board approve a 3.5 percent overall increase in total compensation for all full-time, non-faculty employees and a 1.1 percent increase in salary for all part-time, non-faculty employees for the 2017 – 2018 Fiscal Year. Seconded by Mr. Savely. The vote was, Yes: Perkins, Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy Packard, Walworth. No: None. Absent: None. Motion carried.

2017-2018 Adjunct
Faculty Contract Rate

Mr. Perlinski moved the Board approve the 2017 – 2018 adjunct faculty contract rate of \$925.00 per credit hour of instruction for each course, which is an increase of \$25.00 per credit hour. Seconded by Ms. Klemke. The vote was, Yes: Perlinski, Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Walworth. No: None. Absent: None. Motion carried.

MONITORING REPORTS
Proposed 2017 – 2018
Student Charges
Course Fees Update for
FY18 – New Courses

Mr. Knapper referred Board members to the mailed packet of information which includes a listing of proposed course fees for the new Medical Technology courses that will be offered beginning in the Fall 2017 semester. Mr. Knapper recommended the Board approve the proposed fees as listed.

MONITORING REPORTS
Proposed 2017 – 2018
Student Charges
Course Fees Update for
FY18 – New Courses
Cont.

Mr. Savely moved the Board approve the 2017-2018 course fees for Medical Technology courses as presented. Seconded by Mr. Stickney. The vote was, Yes: Savely, Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Walworth. No: None. Absent: None. Motion carried.
(The list of fees is attached in the official minute book.)

MONITORING REPORTS
Nebraska Community
College Association

Dr. Perkins reported he will be attending a meeting of the Nebraska Community College Association Executive Committee on Monday, June 26, 2017, in Lincoln, NE. Mr. Adams will present the 2018 Action Plan for Committee review.

MONITORING REPORTS
Association of
Community College
Trustees

Dr. Perkins remarked he would defer a report from the Association of Community College Trustees until the July 2017 Regular meeting.

RECESS

Ms. Walworth remarked the meeting today is Mr. Groshans' last Board meeting as he is retiring after thirty-six years of service. On behalf of the Board, Ms. Walworth thanked Mr. Groshans for his dedicated service, and extended best wishes for the future.

Mr. Groshans commented he has made many friends and worked with many great people during his employment with the College.

Ms. Walworth declared a fifteen minute recess at 1:20 p.m. to allow Board members an opportunity to extend personal best wishes to Mr. Groshans.

OPEN MEETING

Ms. Walworth declared the Open meeting in session at 1:35 p.m.

WESTERN NEBRASKA
COMMUNITY COLLEGE
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Update – Re: Addition/
Renovation Project

Dr. Holcomb reported the President's Cabinet is serving as the construction management team. All members have construction experience with large projects – Dr. Holcomb - \$75 Million; Mr. Knapper - \$60 Million; Dr. Dale - \$50 Million; and Ms. Grant - \$30 Million. The team meets weekly for two hours each on Thursday morning.

Dr. Holcomb reported the overall construction project has been broken down into three programmatic areas: Performing Arts, Welcome Center and Learning Center. He reported there are twelve to fifteen people who have been attending the programmatic meetings. Ms. Grant is

WESTERN NEBRASKA
COMMUNITY COLLEGE
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Update – Re: Addition/
Renovation Project
Cont.

leading the Welcome Center group and Dr. Holcomb is leading the Learning Commons and Performing Arts groups.

Dr. Holcomb reported the programming phase of the renovation and addition is nearly complete, and the group has moved into schematic design. Since the Performing Arts area is scheduled to be renovated first, that group is further along. For the last three years, design teams have been reading articles and visiting other colleges and universities seeking new ideas.

Ms. Judy has developed a Renovation and Construction Communication Plan, which includes communicating to internal and external entities. An email account, cougar notes, and a portal page have been created.

Dr. Holcomb reported the President's Cabinet (Mr. Knapper, Dr. Dale, Ms. Grant and himself) have been reviewing Potential swing space for College operations. Space has been reviewed at SWBC, Panhandle Plains Extension Center, TCD, Monument Mall and the former Kmart buildings. Portable modular units, fabrication buildings, and temporary structures have also been considered.

A bid has been solicited from a moving company to pack and move files and furniture. The document "ISU Relocation Plan" has been distributed to the President's Leadership Team members. Dr. Holcomb thanked Dr. Perkins for his suggestion to provide additional information to College staff.

The architects have been working with the local Fire Marshall on the fire suppression system and what is needed for the remodel and addition.

It has been decided the Testing Center will move to D pod and will not be located in the Learning Commons.

Dr. Holcomb commented that he is widening the spectrum of communication to help relieve stress the College staff may have about the project and the temporary relocation of offices while the project is being completed. Additionally, the State Guidelines regarding retention of records have been distributed to staff members to assist them as they purge files in preparation of the project.

Dr. Perkins thanked Dr. Holcomb for his report.

WESTERN NEBRASKA
COMMUNITY COLLEGE
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Motion to Authorize
College President to
Approve Architect's
Contract

Mr. Kelly reported he has reviewed a contract between the College and RDG Planning and Design for architectural design and construction services for the renovation/addition project. He reported the contract is a standard AIA (American Institute of Architects) document in the amount of \$1,450,000. Mr. Kelly reported there are some minor changes to the contract that have been agreed to by the College and RDG. Mr. Kelly is recommending the Board authorize the College President to approve the contract subject to a final review by Legal Counsel once the changes have been made to the final document.

Dr. Packard moved the Board authorize the College President to approve a contract with RDG Planning and Design in the amount of \$1,450,000 for architectural design and construction services subject to a final review by College Legal Counsel. Seconded by Mr. Savely. The vote was, Yes: Stickney, Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Walworth. No: None. Absent: None. Motion carried.

Report from Construction
Manager Selection
Committee

Dr. Holcomb reported the College received Requests for Proposal to serve as Construction Manager at Risk on Monday June 19, 2017, from four firms: Beckenhauer Construction, Inc. (BCI); FCI Construction of Wyoming, LLC (FCI); Hausmann Construction, Inc. (Hausman); and Sampson Construction Company, Inc. (Sampson).

Dr. Holcomb reported the Construction Manager Selection Committee met yesterday afternoon (Tuesday, June 20, 2017) to evaluate and rank the Requests for Proposal. Dr. Holcomb reported the members of the Selection Committee are: Mr. Richard G. Stickney, Ms. Julianne K. Walworth, Mr. Nick Schulz, Mr. Bill Trumbull, Mr. Gary E. Warner, Mr. William D. Knapper and himself.

Dr. Holcomb reported each firm was allowed a total of thirty minutes that included a ten minute presentation and an opportunity to answer questions from the Committee members prior to the Committee members evaluating and ranking the proposals.

Using the Construction Manager at Risk Evaluation Criteria the Committee members then ranked each proposal. There are nine Areas of Review with each area assigned a maximum number of points. Dr. Holcomb reported all four firms are very good companies as evidenced by the

WESTERN NEBRASKA
COMMUNITY COLLEGE
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Report from Construction
Manager Selection
Committee
Cont.

average score each firm received from ranking by the Selection Committee: BCI – 93 points; FCI – 90 points; Hausmann – 92 points; and Sampson – 95 points.

Dr. Holcomb reported that over the last five years, Sampson Construction had the largest amount of Construction Manager at Risk work performed (\$640 million) by any of the firms submitting bids.

The Committee interviewed the entire Sampson team that would be working on the College project. The Superintendent and Senior Project Manager have worked together for over forty years. The Project Manager is LEED certified and is just completing the CCC Kearney campus. The Vice President for operations includes: Colorado, Wyoming and Western Nebraska.

Dr. Holcomb reported that Sampson completed their due diligence by spending several days on-site examining and inspecting the facilities. Sampson demonstrated experience in fully functioning occupied college buildings.

Dr. Holcomb reported Sampson has recently completed college projects on performing arts and learning centers, theaters and libraries. They have also recently completed the CCC- Kearney Campus building.

Dr. Holcomb reported Sampson presented ways to bring competitive bidding to the process through their contracts in Colorado, Wyoming, South Dakota, and Nebraska. Sampson also talked about ways to accelerate the schedule, saving time and money for the College. Sampson stressed student safety during the project, and minimizing disruption to the learning environment.

Dr. Holcomb reported Sampson presented the lowest costs on pre-construction and construction fees at \$392,250.

Dr. Holcomb reported the Selection Committee is recommending Sampson Construction to be the Construction Manager at Risk.

Dr. Holcomb thanked Ms. Walworth and Mr. Stickney for serving on the Construction Manager Selection Committee.

WESTERN NEBRASKA
COMMUNITY COLLEGE
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Board Member
Evaluation and Ranking
of Requests for Proposals
Re: Construction
Manager at Risk

Mr. Kelly reported the selection of a Construction Manager at Risk began several months ago, when the Board adopted a policy, pursuant to Nebraska Statutes §§13-2901 to 13-2914, which sets forth the policies and procedures for using the Construction Manager at Risk methodology for construction projects.

Mr. Kelly reported Letters of Interest were requested and four firms responded. The Letters of Interest were reviewed and pursuant to the established procedures, it was determined all four firms were qualified to submit a proposal. A Request for Proposals was published with a deadline for submittal of Monday, June 19, 2017. Mr. Kelly reported four firms submitted a proposal to serve as the Construction Manager at Risk. A copy of each proposal was provided to all Board members on Monday afternoon, June 19, 2017, as well as the community members serving on the Selection Committee. On Tuesday afternoon, June 20, 2017, the Selection Committee met and ranked the proposals.

Mr. Kelly commented the Board has heard the report from the Construction Manager Selection Committee, and it is now time for the Board members to evaluate and rank each proposal received based on the established criteria, and taking into consideration the recommendation of the Selection Committee.

The Construction Manager at Risk Proposal Evaluation Criteria form and a composite of the Construction Manager Selection Committee's ranking were distributed to each Board member. Board members were asked to sign the Criteria sheet. Ms. Walworth then guided the Board members through the evaluation and ranking of the four proposals received on the basis of the nine areas of review.

(A copy of the Proposal Evaluation Criteria form and the Selection Committee's composite ranking are attached in the official minute book.) composite

Board members reviewed and discussed each area of review. Upon completion, the Criteria Sheets were gathered and Mr. Nick Schulz with the assistance of Ms. Michelle Coolidge, compiled the results.

RECESS

Ms. Walworth declared a fifteen minute recess at 2:43 p.m.

OPEN MEETING

Ms. Walworth declared the Open meeting in session at 3:04 p.m.

OPEN MEETING
Cont.

To allow Mr. Schulz additional time to complete the compilation of the Board members evaluation and ranking of the proposals, Ms. Walworth proposed Board Member Comments and President's Comments be presented at this time, if Board members had no objection, There was no objection.

BOARD MEMBER
COMMENTS

Ms. Walworth asked for Board Member Comments.

Ms. Marcy thanked everyone for all of their cards, letters and support over the past months. She remarked it was good to be back.

PRESIDENT'S COMMENTS

Ms. Walworth asked for President's Comments.

Dr. Holcomb reported the Nursing and Science faculty received their first look at the new Anatomage Table with a hands-on demonstration on June 13, 2017. The table is the most technologically advanced anatomy visualization system for anatomy education, where the anatomy is presented as a fully interactive, life-sized touch screen experience. This new technology will debut in a number of classes beginning in the Fall 2017 semester. Dr. Holcomb commented the College is the first community college in Nebraska to incorporate this exciting new technology into the curriculum.

Theatre West has announced its 2017 season. College faculty, staff and students will receive discounted pricing for any performance.

Dr. Holcomb announced the College's Surgical Technology program has been granted accreditation by the Commission on Accreditation of Allied Health Programs. The initial accreditation, which recognized the Program's substantial compliance with the nationally established accreditation standards was received on May 19, 2017. This accreditation will allow all graduates to sit for the National Certifying Exam to become certified Surgical Technologists. Dr. Holcomb remarked programmatic accreditation helps to assure potential students that a school is a sound institution and has met certain minimum standards in terms of administration, resources, faculty and facilities to promote quality patient surgical care through quality education.

PRESIDENT'S COMMENTS
Cont.

Dr. Holcomb thanked and acknowledged Dr. Jason Stratman and Dr. Ronda Kinsey for their tedious contribution to this program and for their diligent work to make accreditation possible.

Dr. Holcomb thanked Dr. Jason Stratman for his many years of service at the College, commenting he has made a positive difference at the College. Dr. Stratman has accepted a new position as Director of Education at Regional West Medical Center. Dr. Stratman's last day on campus will be Friday, June 23, 2017. Dr. Holcomb reported Dr. Stratman began working at the College as the Dean of Workforce Development developing noncredit programming and increasing full-time equivalent enrollment. He later added Division Chair of Applied Technology to his duties and most recently became the Dean of Instruction and Workforce Development, leading a variety of credit and noncredit career and technical education programs. Dr. Stratman recently earned his doctorate from Bellevue University. Dr. Holcomb wished Dr. Stratman all the best for this new chapter in his life.

Dr. Holcomb reported a national search for the Dean of Instruction and Workforce Development position will begin on or around July 1, 2017.

Dr. Holcomb remarked this is Mr. Groshans' last Board of Governors meeting, and he will be sorely missed. Dr. Holcomb reported Mr. Groshans has provided historical perspective about College matters, and much wise counsel to Dr. Holcomb throughout the years. Dr. Holcomb wished Mr. Groshans a wonderful retirement.

On May 19, 2017, the staff members at the Alliance and Sidney Campuses held a "Satellite Campus Retreat". It was a great day of teambuilding.

Ms. Iossi attended the Western Nebraska Development Network meeting in Crawford. The meeting was held on May 25, 2017.

On May 18, 2017, Ms. Abbott presented "Where is Education Going?" to the Cheyenne County Leadership group. Mr. Honstead gave the group a tour of the College's Aviation Program.

Mr. Honstead, Ms. Huddleston, and Ms. Abbott volunteered in Chappell for the Kids Museum that is travelling

PRESIDENT'S COMMENTS
Cont.

across Nebraska. On June 10, 2017, Ms. Prater represented the College at the Chappell Car Show.

Dr. Holcomb reported that the Bayard Community experienced a severe storm involving a tornado and large hail. Four College employees who live in Bayard were affected by the storm. Dr. Holcomb remarked the College is very thankful for faculty and staff who are in volunteer positions to help communities like Bayard through natural disasters. Dr. Holcomb recognized Ms. Coolidge, Administrative Services Coordinator, for doing an outstanding job as Mayor of Bayard. He also recognized Mr. Edward Salazar and his Powerline students for helping out on scene, cleaning up debris and cutting trees. Dr. Holcomb commented the faculty and students represented the College with the highest professionalism and integrity, and the College is very proud and grateful for their efforts in helping the Bayard community during this challenging time.

Dr. Holcomb asked for questions or comments. There were none.

WESTERN NEBRASKA
COMMUNITY COLLEGE
SCOTTSBLUFF CAMPUS
MAIN BUILDING ADDITION
AND RENOVATION
Motion to Authorize
College President to
Negotiate Contract With
Top Ranked Construction
Manager at Risk

Mr. Schulz completed tallying the Board members' evaluation and ranking of the Construction Manager at Risk proposals, and presented the results to Ms. Walworth.

Ms. Walworth reported the average score of the Board member evaluation and ranking is: Beckenhauer Construction, Inc. (BCI) – 95 points; FCI Construction of Wyoming, LLC (FCI) - 89 points; Hausmann Construction, Inc. (Hausmann) – 90 points; and Sampson Construction Company, Inc. (Sampson) – 97 points.

Ms. Walworth reported Sampson Construction Company received the highest ranking by the Construction Manager at Risk Selection Committee and by the Board of Governors. She called for a motion to authorize Dr. Holcomb to negotiate a contract with Sampson Construction Company, Inc.

Dr. Perkins moved the Board authorize the College President, Dr. Holcomb, to negotiate a contract with the top ranked Construction Manager at Risk, Sampson Construction Company, Inc. Seconded by Ms. Marcy. The vote was, Yes: Anderson, Gramberg, Guzman-Gonzales, Klemke, Marcy, Packard, Perkins, Perlinski, Savely, Stickney, Walworth. No: None. Absent: None. Motion carried.

Mr. Kelly will prepare a two part contract for pre-construction fees and for the Construction Manager at Risk for the project.

UPCOMING MEETINGS
AND EVENTS

Ms. Walworth reminded Board members of the following upcoming meetings and events:

1) Western Community College Area Board of Governors Informal Meetings for the purpose of Budget Work Sessions: a) July 19, 2017, 9:30 a.m. – Designated Fund, Restricted Fund; b) August 16, 2017, 11:00 a.m. – Capital Construction Fund; and c) September 13, 2017, 10:30 a.m. – Final Review of All Budgets.

2) The Western Community College Area Board of Governors Public Hearings on the Proposed 2017 - 2018 WCCA Budgets to be held on September 13, 2017, at 1:00 p.m., in the Boardroom, Western Nebraska Community College, Scottsbluff Campus.

3) The Western Community College Area Board of Governors Regular meetings to be held: a) September 13, 2017, immediately following the Public Hearings on the Proposed 2017 - 2018 WCCA Budgets; b) October 18, 2017, 1:00 p.m. Western Nebraska Community College Alliance Campus.

4) The Nebraska Community College Association 2017 Regular Meetings to be held as follows: a) Third Quarter Meeting, August 14, 2017, in Lincoln, Nebraska; b) Fourth Quarter (Annual Meeting) November 6 and 7, 2017, in McCook, Nebraska

5) The Association of Community College Trustees 2017 Annual Leadership Congress to be held on September 25 – 28, 2017, at The Cosmopolitan Las Vegas.

NEXT REGULAR MEETING

The next Regular meeting of the Western Community College Area Board of Governors will be held on

NEXT REGULAR MEETING
Cont.

Wednesday, July 19, 2017, at 1:00 p.m., in the Boardroom,
Western Nebraska Community College, Scottsbluff Cam-
pus, 1601 East 27th Street, Scottsbluff, Nebraska.

ADJOURNMENT

The meeting was adjourned by unanimous consent at
3:09 p.m.

Julienne K. Walworth, Chairperson

Coral E. Richards, Secretary

CITY PLANNING COMMISSION REPORTS

1) Notice of a Public Hearing by the City of Sidney Planning Commission on June 19, 2017, to consider the following:

a) The application of Kae Nelson, 1740 12th Avenue, for a Waiver for Truck Parking in a Residential Zone on Lot 8 and the East 12 Feet of lot 7, Block 8, Clarkson Second Addition.

MEMORANDUM

TO: Board of Governors
FROM: William D. Knapper
DATE: June 21, 2017
RE: Board Approval, RFP Number 17-SE-33

On May 16, 2017 proposals were received for the Website Content Management System

ACCOUNT NUMBER: 10.1.61200.5416.66

BUDGET: \$54,800.00

TABULATION:

COMPANY	CITY/STATE	GRAND TOTAL
OmniUpdate	Camarillo, CA	\$33,500.00
Acquia, Inc.	Boston, MA	\$38,450.00
Sitecore	Minneapolis, MN	\$77,856.00

Recommendation to come from the Finance Committee.

MEMORANDUM

TO: Board of Governors
FROM: William D. Knapper
DATE: June 21, 2017
RE: Board Approval, Bid Number 17-EQ-36

On June 30, 2017 bids were taken for two (2) Cargo Trailers

ACCOUNT NUMBER: 10.4.17510.5611.15

TOTAL BUDGET: \$20,000.00

TABULATION:

Company	City/State	Total Amount
Know How LLC dba Frank Motorsports	Scottsbluff, NE	\$13,764.70
Factory Direct Trailer Sales	Cheyenne, WY	\$15,546.50

Recommendation to come from the Finance Committee.

MEMORANDUM

TO: Board of Governors

FROM: William D. Knapper

DATE: June 21, 2017

RE: Board Approval, Bid Number 17-FAC-41

On June 6, 2017 bids were received for a HVAC Makeup Unit for APTC for WNCC

ACCOUNT NUMBER: 10.4.17510.5611.15

TOTAL BUDGET: \$50,000.00

TABULATION:

Company	City/State	Total Amount
Gering Valley Plumbing & Heating	Gering, NE	\$39,182.00
Independent Plumbing & Heating, Inc.	Scottsbluff, NE	\$57,552.00
Snell Services, Inc.	Gering, NE	\$64,150.00

Recommendation to come from the Finance Committee.

MEMORANDUM

TO: Board of Governors
FROM: William D. Knapper
DATE: June 21, 2017
RE: Board Approval, Bid Number 17-EQ-43

On June 6, 2017 bids were received for 24 Mobile Learning Lab Workstations

ACCOUNT NUMBER: 10.4.17510.5611.15

TOTAL BUDGET: \$50,000.00

TABULATION:

Company	City/State	Total Amount
Works Computing, Inc. for Hewlett Packard	Waverly, NE	\$43,051.68 (alternate)
Works Computing, Inc. for Hewlett Packard	Waverly, NE	\$43,670.40
Connecting Point	Scottsbluff, NE	\$88,560.00

Recommendation to come from the Finance Committee.

Administrative Services

Memo

To: WCCA Board of Governors
From: William D. Knapper
Date: June 20, 2017
Re: Sole Source Quote: Document Management Services 17-SE-44

The College has a license to use a Document Management system developed and marketed by Perceptive Content, Inc. for the capturing, indexing, retrieving and storage of documents pertaining to College Administration and Management.

The Financial Aid Office currently utilizes the system. The College at this time wishes to extend the use of this system into additional offices and departments.

Use of the Document Management system was identified as a key component of the Human Resource Office and the Business Office workflow reengineering that those offices recently conducted.

The College has received a quote for services from the vendor in the amount of \$43,000 to the install, configure and train users within the identified departments on the use of the Document Management system.

Recommendation to come from the Budget and Finance Committee.