



COLLEGE OF DuPAGE

Regular Board of Trustees Meeting

December 19, 2013

Regular Board Meeting Agenda
December 19, 2013

- 1. Call to Order**
- 2. Roll Call**

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

Approval of Regular Board Meeting Agenda.

2. **PURPOSE**

At this time, the Board may approve tonight's Agenda.


3. **RECOMMENDATION**

It is recommended that the Board of Trustees approve tonight's Regular Board Meeting Agenda.

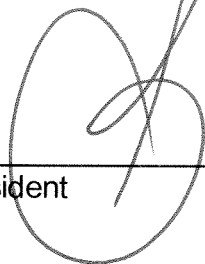
SIGNATURE PAGE FOR APPROVAL OF REGULAR BOARD MEETING AGENDA

ITEM(S) ON REQUEST

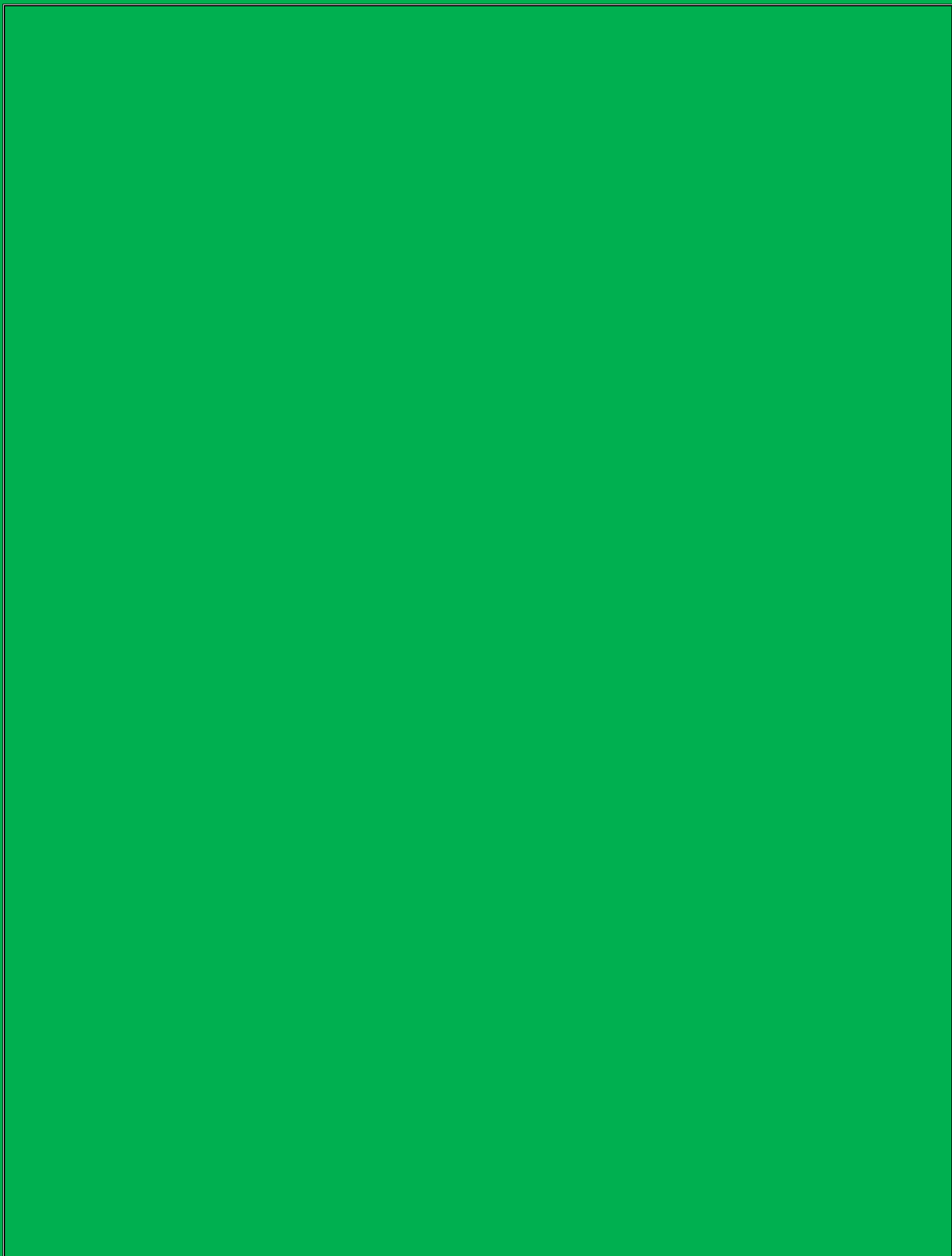
That the Board of Trustees approves the December 19, 2013 Regular Board Meeting Agenda.



Administrative Assistant, Office of the President
12/3/13
Date



President
12/4/13
Date





**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502
COUNTIES OF DuPAGE, COOK AND WILL
STATE OF ILLINOIS**

THURSDAY, DECEMBER 19, 2013
7:00 P.M. ~ SSC-2200

REGULAR BOARD MEETING AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **PRESENTATIONS**
 4. A. TLC and Leadership Academy Update
 - Linda Sands-Vankerk, Vice President Human Resources
 - Judy Coates, Manager Learning and Organization Development
5. **STUDENT TRUSTEE'S REPORT**
6. **PRESIDENT'S REPORT**
7. **COMMENTS FROM COLLEGE OF DuPAGE**
 7. A. College of DuPage Employees
 7. B. College of DuPage Students
8. **COMMENTS FROM CITIZENS**
 8. A. District No. 502 Citizens
 8. B. Citizens-at-Large
9. **CONSENT AGENDA**** (Roll Call Vote)
 9. A. **For Information: Standard Items**
 9. A. 1) Gifts and Grants Report
 9. A. 2) Governmental Consortium/Cooperative Purchases Report
 9. A. 3) Financial Statements
 - a) Schedule of Investments
 - b) Operating Funds – Budget and Expenditures

9. B. For Approval: Standard items

9. B. 1) Minutes

- a) October 17, 2013 Regular Board Meeting - REVISED
- b) November 21, 2013 Regular Board Meeting

9. B. 2) Financial Reports

- a) Treasurer's Report
- b) Payroll and Accounts Payable Report

9. B. 3) Bid Items

- a) Physical Education (PE) Interior Signage Package, Bid
- b) Exterior Signage Package, Bid
- c) McAninch Arts Center (MAC) and Student Resource Center (SRC) Interior Signage Package, Bid

9. B. 4) Requests for Proposals

- a) Architectural Contract for the Naperville Regional Center Renovation

9. B. 5) Purchase Orders

- a) Intelligent Learning Platform (ILP)
- b) Project Management Consulting Services with Owner Services Group, Inc. (OS) Contract Extension
- c) City of Chicago Office of Emergency Management and Communications (OEMC) Contractual Fees with Tetra Tech EM, Inc.
- d) City of Chicago Office of Emergency Management and Communications (OEMC) Contractual Fees with Project Manager Dr. James Hagen
- e) Consulting, Design and Construction Administration Services for Tennis Court Revisions

9. B. 6) Personnel Actions

- a) Ratification of Managerial Appointments
- b) Ratification of Classified Appointments
- c) Ratification of Administrator Promotions / Transfers
- d) Ratification of Managerial Promotions / Transfers
- e) Ratification of Classified Promotions / Transfers
- f) Ratification of Classified Resignations / Terminations

9. C. For Approval: Construction-Related Items

9. C. 1) Ratification of Construction Change Orders

- Referendum-Related Projects
- Capital Budget Projects

9. C. 2) Approval of Construction Change Orders

- Referendum-Related Projects
- Capital Budget Projects

9. C. 3) Construction Management (CM) Contract for the Naperville Regional Center Renovation

10. **NEW BUSINESS**
10. A. **For Information**
- None

10. B. **For Approval**
- None

11. **TRUSTEE DISCUSSION ITEMS**

12. **ANNOUNCEMENTS BY BOARD CHAIRMAN**
12. A. Communications

12. B. Calendar Dates

Campus Events (Note: * = Required Board Event)

- ***Thursday, January 23, 2014 – Regular Board Meeting – SSC-2200 – 7:00 p.m.**

13. **ADJOURN**

<p>FUTURE MEETING</p> <p><u>Thursday, January 23, 2014</u></p> <p><u>7:00 p.m. – Regular Board Meeting – SSC-2200</u></p>
--

** Certain recurring recommendations may be included in the Consent Agenda at the discretion of the President. At the request of a Trustee or the President, an item may be removed from the Consent Agenda for separate discussion or approval.

- 4. PRESENTATIONS**
 - A. TLC and Leadership Academy Update**
 - Linda Sands-Vankerk
 - Judy Coates
- 5. STUDENT TRUSTEE'S REPORT**
- 6. PRESIDENT'S REPORT**

- 7. Comments from College of DuPage**
 - A. College of DuPage Employees**
 - B. College of DuPage Students**

- 8. Comments from Citizens**
 - A. District No. 502 Citizens**
 - B. Citizens-at-Large**

9. CONSENT AGENDA

A. For INFORMATION: Standard Items

- 1) Gifts and Grants Report**
- 2) Governmental Consortium /
Cooperative Purchases Report**
- 3) Financial Statements**

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD INFORMATION

1. **SUBJECT**

Grants and Gifts Status Report.

2. **REASON FOR CONSIDERATION**

The Board is provided with a monthly update of grants and gifts.

3. **BACKGROUND INFORMATION**

The attachment reports the current status of operational public and private grants to the College, and status of cash donations and in-kind gifts to the Foundation.

College of DuPage Foundation
Monthly Gift Summary Report
October 31 - November 27, 2013

Fund Description	Gift Count	Cash	Pledges/Stocks	Gifts-In-Kind	Planned	Total
A. Zarcone Memorial Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
A.R.C. Memorial Scholarship	2	\$2.00	\$0.00	\$0.00	\$0.00	\$2.00
ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Fund	2	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
Athletic Fund	2	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
Buffalo Theatre Ensemble	5	\$2,350.00	\$0.00	\$0.00	\$0.00	\$2,350.00
Carol Stream Community College Scholarship	2	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00
Carter Carroll Excellence in History Award	2	\$4.00	\$0.00	\$0.00	\$0.00	\$4.00
Catherine M. Brod Endowed Scholarship for Speech and Theatre	2	\$160.00	\$0.00	\$0.00	\$0.00	\$160.00
Center for Entrepreneurship Fund for Workforce Development	5	\$3,120.00	\$0.00	\$0.00	\$0.00	\$3,120.00
Cleve Carney Endowed Art Fund	2	\$76.92	\$0.00	\$0.00	\$0.00	\$76.92
COD Foundation's Need-Based Scholarship Fund	4	\$25.00	\$0.00	\$0.00	\$0.00	\$25.00
COD Foundation's Returning Adult Scholarship Fund	4	\$12.00	\$0.00	\$0.00	\$0.00	\$12.00
COD Foundation's Single Parent Scholarship	4	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
College of DuPage Faculty Association Scholarship	4	\$60.00	\$0.00	\$0.00	\$0.00	\$60.00
Community Education Farm Fund	6	\$33.34	\$0.00	\$0.00	\$0.00	\$33.34
Community Relations Fund	9	\$2,125.00	\$2,500.00	\$10,250.00	\$0.00	\$14,875.00
Culinary & Hospitality Center	44	\$7,203.32	\$0.00	\$0.00	\$0.00	\$7,203.32
Donald Carter Memorial Scholarship	2	\$106.00	\$0.00	\$0.00	\$0.00	\$106.00
Dr. Joseph and Donna Collins Student Success Scholarship	2	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
Early Childhood Education Fund	2	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00
Ellen Johnson Memorial Scholarship	1	\$3.00	\$0.00	\$0.00	\$0.00	\$3.00
Everyone Matters Scholarship Fund	2	\$4.00	\$0.00	\$0.00	\$0.00	\$4.00
G.E.D. Scholarship Fund	2	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
General Scholarship Fund	36	\$755.34	\$0.00	\$0.00	\$0.00	\$755.34
George Macht Endowed Scholarship Fund	2	\$2.00	\$0.00	\$0.00	\$0.00	\$2.00
George Macht Endowment	1	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
Greg Joos Memorial Scholarship	1	\$239.49	\$0.00	\$0.00	\$0.00	\$239.49
H. J. Kleemann Engineering Scholarship	1	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Healthcare Instructional Support	3	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00
Hispanic-Latino Scholarship	2	\$4.00	\$0.00	\$0.00	\$0.00	\$4.00
Horticulture Student Competition	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
MAC Annual Fund	14	\$1,605.90	\$0.00	\$0.00	\$0.00	\$1,605.90
MAC Madness Event	2	\$500.00	\$50,000.00	\$0.00	\$0.00	\$50,500.00
Mary Mack Scholarship	2	\$151.00	\$0.00	\$0.00	\$0.00	\$151.00
Meteorology Program Fund	3	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
Morrissey Dental Hygiene Scholarship	1	\$0.00	\$2,637.50	\$0.00	\$0.00	\$2,637.50
Music Program Fund	2	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
New Philharmonic Orchestra	21	\$34,590.00	\$130,000.00	\$0.00	\$0.00	\$164,590.00
Power Construction Scholarship	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00

College of DuPage Foundation
Monthly Gift Summary Report
October 31 - November 27, 2013

Fund Description	Gift Count	Cash	Pledges/Stocks	Gifts-In-Kind	Planned	Total
Resource for Excellence Fund	20	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00
Ruth Nechoda Memorial Endowment	2	\$5.00	\$0.00	\$0.00	\$0.00	\$5.00
Student Crisis Emergency Fund	2	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00
Study Abroad Scholarship Fund	6	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
US Bank Scholarship Fund	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Veteran Services Program	2	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
Veterans Textbook Scholarship	2	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
WDCB Individual Gifts	658	\$21,708.93	\$120.00	\$0.00	\$0.00	\$21,828.93
WDCB Underwriting	1	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00
Grand Totals:		\$87,181.24	\$185,257.50	\$10,250.00	\$0.00	\$282,688.74

898 Gift(s) listed

799 Donor(s) listed

No new planned gifts

College of DuPage Foundation
Fiscal Year 2014 Gift Summary Report
Year-to-Date as of November 27, 2013

Fund Description	Gift Count	Cash	Pledges/Stocks	Gifts-In-Kind	Planned	Total
A. Zarcone Memorial Scholarship	2	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00
A.R.C. Memorial Scholarship	9	\$9.00	\$0.00	\$0.00	\$0.00	\$9.00
ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Fund	9	\$45.00	\$0.00	\$0.00	\$0.00	\$45.00
Athletic Fund	9	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00
Buffalo Theatre Ensemble	23	\$4,205.00	\$0.00	\$0.00	\$0.00	\$4,205.00
Carol Stream Community College Scholarship	9	\$90.00	\$0.00	\$0.00	\$0.00	\$90.00
Carter Carroll Excellence in History Award	9	\$18.00	\$0.00	\$0.00	\$0.00	\$18.00
Catherine M. Brod Endowed Scholarship for Speech and Theatre	9	\$720.00	\$0.00	\$0.00	\$0.00	\$720.00
Center for Entrepreneurship Fund for Workforce Development	19	\$3,540.00	\$0.00	\$0.00	\$0.00	\$3,540.00
Central DuPage Kiwanis Club Scholarship	1	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00
Christopher & Karen Thielman Culinary & Hospitality Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Christopher & Karen Thielman International Field Studies Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Cleve Carney Art Gallery Fund	7	\$1,550.00	\$0.00	\$2,000.00	\$0.00	\$3,550.00
Cleve Carney Endowed Art Fund	17	\$2,056.14	\$0.00	\$0.00	\$0.00	\$2,056.14
COD Foundation's Need-Based Scholarship Fund	18	\$112.50	\$0.00	\$0.00	\$0.00	\$112.50
COD Foundation's Returning Adult Scholarship Fund	16	\$44.00	\$0.00	\$0.00	\$0.00	\$44.00
COD Foundation's Single Parent Scholarship	20	\$185.00	\$50.00	\$0.00	\$0.00	\$235.00
College of DuPage Faculty Association Scholarship	19	\$770.00	\$0.00	\$0.00	\$0.00	\$770.00
Community Education Farm Fund	28	\$415.23	\$0.00	\$0.00	\$0.00	\$415.23
Community Relations Fund	77	\$11,537.00	\$2,500.00	\$10,250.00	\$0.00	\$24,287.00
Culinary & Hospitality Center	51	\$7,214.94	\$0.00	\$0.00	\$0.00	\$7,214.94
Dick Wood Memorial Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Donald Carter Memorial Scholarship	6	\$318.00	\$0.00	\$0.00	\$0.00	\$318.00
Dr. Joseph and Donna Collins Student Success Scholarship	9	\$360.00	\$0.00	\$0.00	\$0.00	\$360.00
DuPage Chapter Mothers and More Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Early Childhood Education Fund	9	\$90.00	\$0.00	\$0.00	\$0.00	\$90.00
Ellen Johnson Memorial Scholarship	6	\$18.00	\$0.00	\$0.00	\$0.00	\$18.00
Everyone Matters Scholarship Fund	9	\$18.00	\$0.00	\$0.00	\$0.00	\$18.00
Fashion Program	1	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00
Football Program Fund	1	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
G.E.D. Scholarship Fund	9	\$360.00	\$0.00	\$0.00	\$0.00	\$360.00
General Scholarship Fund	154	\$6,011.53	\$0.00	\$0.00	\$0.00	\$6,011.53
George Macht Endowed Scholarship Fund	9	\$9.00	\$0.00	\$0.00	\$0.00	\$9.00
George Macht Endowment	1	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
Glen Ellyn Infant Welfare Scholarship	1	\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00
Greg Joos Memorial Scholarship	1	\$239.49	\$0.00	\$0.00	\$0.00	\$239.49
H. J. Kleemann Engineering Scholarship	1	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Healthcare Instructional Support	12	\$52,450.00	\$0.00	\$0.00	\$0.00	\$52,450.00
Hispanic-Latino Scholarship	9	\$18.00	\$0.00	\$0.00	\$0.00	\$18.00

College of DuPage Foundation
Fiscal Year 2014 Gift Summary Report
Year-to-Date as of November 27, 2013

Fund Description	Gift Count	Cash	Pledges/Stocks	Gifts-In-Kind	Planned	Total
Horticulture Student Competition	1	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Howard K. Canaday Music Scholarship	1	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Jerry Bradshaw Memorial Scholarship	1	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
Jill Johnson Hall Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Library Development Fund	1	\$0.00	\$0.00	\$3,317.00	\$0.00	\$3,317.00
MAC Annual Fund	27	\$2,185.90	\$0.00	\$0.00	\$0.00	\$2,185.90
MAC Madness Event	8	\$19,750.00	\$101,000.00	\$0.00	\$0.00	\$120,750.00
Mary Mack Scholarship	5	\$286.00	\$0.00	\$0.00	\$0.00	\$286.00
Meteorology Program Fund	8	\$1,290.00	\$0.00	\$0.00	\$0.00	\$1,290.00
Morrissey Dental Hygiene Scholarship	1	\$0.00	\$2,637.50	\$0.00	\$0.00	\$2,637.50
Music Program Fund	9	\$45.00	\$0.00	\$0.00	\$0.00	\$45.00
New Philharmonic Orchestra	248	\$97,150.74	\$130,380.00	\$0.00	\$0.00	\$227,530.74
Power Construction Scholarship	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Resource for Excellence Fund	94	\$9,247.72	\$0.00	\$0.00	\$0.00	\$9,247.72
Ruth Nechoda Memorial Endowment	7	\$17.50	\$0.00	\$0.00	\$0.00	\$17.50
Student Crisis Emergency Fund	10	\$1,090.00	\$0.00	\$0.00	\$0.00	\$1,090.00
Study Abroad Scholarship Fund	27	\$360.00	\$0.00	\$0.00	\$0.00	\$360.00
Troy Scholarship for Nursing	1	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
US Bank Scholarship Fund	1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Veteran Services Program	9	\$135.00	\$0.00	\$0.00	\$0.00	\$135.00
Veterans Textbook Scholarship	9	\$135.00	\$0.00	\$0.00	\$0.00	\$135.00
Visiting Chefs Series	4	\$5,400.00	\$0.00	\$0.00	\$0.00	\$5,400.00
WDCB Employer Matching Gift Revenue (EMG)	16	\$1,436.00	\$185.00	\$0.00	\$0.00	\$1,621.00
WDCB Future Fund	1	\$111.25	\$0.00	\$0.00	\$0.00	\$111.25
WDCB Individual Gifts	4,813	\$203,081.58	\$488.00	\$0.00	\$0.00	\$203,569.58
WDCB Merchandising	21	\$366.80	\$0.00	\$0.00	\$0.00	\$366.80
WDCB Underwriting	21	\$13,400.00	\$0.00	\$0.00	\$0.00	\$13,400.00
Wilbur Walker Dodge Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Grand Totals:		\$518,617.32	\$237,240.50	\$16,767.00	\$0.00	\$772,624.82

5,941 Gift(s) listed

3,023 Donor(s) listed

15 Total Planned Gifts (no new for FY14)

College of DuPage
FY14 Grants Awarded Report
July 1, 2013 - November 30, 2013

Note: New/Revised Entries in Bold

Granting Agency	Title	Division	Project Director	Type	Amount	Start Date	End Date	Description
COMPETITIVE GRANTS								
U.S. Department of Defense/ Illinois Department of Commerce and Economic Opportunity (DCEO)	FY14 Procurement Technical Assistance Center (PTAC)	Business & Technology	Rita Haake	Federal	\$89,000	7/1/13	6/30/14	To support operations of the COD Center for Entrepreneurship Procurement Technical Assistance Center (PTAC).
Illinois Department of Commerce and Economic Opportunity (DCEO)	FY14 Procurement Technical Assistance Center (PTAC)	Business & Technology	Rita Haake	State	\$13,000	7/1/13	6/30/14	To support operations of the COD Center for Entrepreneurship Procurement Technical Assistance Center (PTAC).
Illinois State Library/ Literacy Office	FY14 Adult Volunteer Literacy: People Educating People (PEP)	Continuing Education	Joseph Cassidy Dan Deasy	State	\$41,000	7/1/13	6/30/14	To offer individualized instruction and provide tutoring for ABE, GED, ESL classes.
Illinois State Library/ Literacy Office	FY14 Family Literacy: Bensenville	Continuing Education	Joseph Cassidy Dan Deasy	State	\$25,000	7/1/13	6/30/14	To support the Bensenville family literacy program.
Illinois State Library/ Literacy Office	FY14 Family Literacy: West Chicago	Continuing Education	Joseph Cassidy Dan Deasy	State	\$29,750	7/1/13	6/30/14	To support the <i>Leer es Poder</i> (Reading is Power) family literacy program.
Illinois Arts Council	FY14 Partner In Excellence (McAninch Arts Center)	Liberal Arts	Roland Raffel	State	\$24,300	9/15/13	8/31/14	General operating support for the 2013-2014 season.
Institute of Museum & Library Sciences	2013 Sparks! Ignition Grant for Libraries	Learning Resources	Ellen Sutton	Federal	\$ 15,799	8/1/13	7/31/14	To support administrative services assistance to veterans.
National College Testing Association	2013-2014 National College Testing Association Grant	Learning Resources	Diane Szakonyi	Private	\$3,000	7/15/13	7/25/14	To support training for testing.
COMPETITIVE GRANTS (Includes grants from State, Federal and Private Agencies where the proposal was in competition with other proposals and awards were made to a select number of institutions based on the merits of the project and proposal.)					\$240,849			

College of DuPage
FY14 Grants Awarded Report
July 1, 2013 - November 30, 2013

Note: New/Revised Entries in Bold

Granting Agency	Title	Division	Project Director	Type	Amount	Start Date	End Date	Description
AGENCY-ALLOCATED GRANTS								
Illinois Arts Council	FY14 WDCB-FM Public Radio and Television Basic Grant	Marketing & Communications	Joseph Moore	State	\$12,575	10/15/13	8/31/14	General operating support.
Illinois Community College Board	FY14 Adult Education and Family Literacy	Continuing Education	Joseph Cassidy Dan Deasy	Federal/ State	\$1,920,712	7/1/13	6/30/14	To support the Adult Education and Family Literacy programming.
Illinois Community College Board	FY14 Career & Technical Education Program Postsecondary Perkins	Academic Affairs	Jean Kartje	Federal	\$518,289	7/1/13	6/30/14	For CTE programs and activities, equipment acquisition, faculty and staff development, and collaborations that will support students to enhance academic success, build technical skills, and prepare for future careers.
AGENCY-ALLOCATED GRANTS (Includes grants where it was necessary to develop a concept or project and follow comprehensive guidelines for proposal submission in order to receive allocated funds. Adherence to reporting requirements and ability to measure successful program outcomes determines the level of the award.)					\$2,451,576			
SUBCONTRACTOR / PARTNER in GRANT								
IL Department of Human Services and IL Coalition for Immigrant and Refugee Rights	New Americans Initiative	Continuing Education/ Extended Learning	Dan Deasy	State	\$23,380	7/1/13	6/30/14	Partnership with World Relief DuPage, West Chicago High School District 94 and Exodus World Services to offer citizenship preparation classes, tutoring, legal assistance and application services to DuPage County permanent residents.
SUBCONTRACTOR / PARTNER in GRANT					\$23,380			
FY14 Total All Grants Awarded as of November 30, 2013					\$2,715,805			

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD INFORMATION

Below is a listing of items purchased using governmental consortium/
cooperative agreements.

These governmental contracts, cooperative/consortium agreements meet the
competitive bidding requirements of Illinois law.

Governmental Consortium/Cooperative Agreements
Purchases for December, 2013

Date	Vendor	Agreement	Description	\$ Amount
11/14/13	GovConnection	GSA	Document Camera Replacements	\$ 34,839.35
12/6/13	Advanced Waste Disposal	IPHEC	Utilities –Refuse Disposal Service	\$ 39,578.00
			TOTAL	\$74,417.35

GSA - General Services Administration

IPHEC - Illinois Public Higher Education Cooperative

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD INFORMATION

1. SUBJECT

Financial Statements.

2. REASON FOR CONSIDERATION

For monthly Board information.

3. BACKGROUND INFORMATION

- a) Schedule of Investments – This report is presented to the Board for information each month. It lists the Schedule of Investments for each of the College's Funds. The report details the purchase and maturity dates and interest rate earned.
- b) Operating Funds – Budget and Expenditures - This report is presented to the Board for information each month. It lists the budget-to-actual results for the current fiscal year for the Operating Funds.

**COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
INVESTMENT SCHEDULE
11/30/2013**

FINANCIAL INSTITUTION	DATE PURCHASED	DATE OF MATURITY	RATE OF RETURN	PRINCIPAL
OPERATING INVESTMENTS:				
EDUCATIONAL FUND				
US Bank - IL FUNDS	N/A	N/A	0.03	\$ 194,830
Wheaton Bank & Trust NOW Acct	N/A	N/A	0.20	16,143,649
PFM Liquidity Acct	N/A	N/A	0.07	558
Discover Bank CD	4/3/2013	4/3/2014	0.30	249,000
Firstbank PR Santurce CD	8/9/2013	8/8/2014	0.40	249,000
Bank India New York NY CD	9/18/2013	9/17/2014	0.40	249,000
Safra Nat'l Bk New York CD	8/15/2013	11/17/2014	0.45	249,000
Chase High Yield Saving	N/A	N/A	0.15	107,311,873
Northern Trust Ultra-Short Fixed Income	N/A	N/A	0.64	10,149,756
Global Gov't Securities: FNMA	07/26/12	08/14/17	1.00	30,000,000
Global Gov't Securities: FMV Adjustment	N/A	N/A	N/A	(55,759)
Global Gov't Securities: Money Market	N/A	N/A	0.01	300,012
				<u>165,040,919</u>
WORKING CASH FUND				
PFM Investments	N/A	N/A	0.04	8,063,141
PFM Fair Market Value Adjustment	N/A	N/A	N/A	(61,771)
PFM IIIT	N/A	N/A	0.03	16,185
				<u>8,017,555</u>
SUB-TOTAL OPERATING INVESTMENTS				<u>173,058,474</u>
DEBT SERVICE FUNDS				
SERIES 2013A Bonds				
Amalgamated Money Market	N/A	N/A	0.01	<u>1,860,994</u>
CONSTRUCTION INVESTMENTS:				
SERIES 2013A Bonds				
Chase High Yield Saving NOTE 1	N/A	N/A	0.15	(20,133,471)
Managed Portfolio - 5/3 Bank	N/A	N/A	-0.72	381,523
Money Market	N/A	N/A	0.01	7,861,371
Managed Portfolio Fair Value Adjustment	N/A	N/A	N/A	(80,564)
Deutsche Bank - Fidelity Mutual Fund	N/A	N/A	0.25	18,053,492
Deutsche Bank - Fidelity Mutual Fund Fair Value Adjustment	N/A	N/A	N/A	9
State Street - Federated Mutual Fund	N/A	N/A	0.10	18,022,816
State Street - Federated Mutual Fund Fair Value Adjustment	N/A	N/A	N/A	(36,276)
Northern Trust - GS Enhanced Income Mutual Fund	N/A	N/A	0.27	18,060,152
Northern Trust - GS Short Duration Fund	N/A	N/A	0.61	18,129,471
Northern Trust Fair Value Adjustment	N/A	N/A	N/A	(352)
				<u>60,258,171</u>
OPERATIONS AND MAINTENANCE (RESTRICTED) FUND				
PFM Investments	N/A	N/A	0.04	17,725,469
PFM Fair Market Value Adjustment	N/A	N/A	N/A	(144,132)
PFM IIIT	N/A	N/A	0.03	37,765
				<u>17,619,102</u>
SUB-TOTAL CONSTRUCTION INVESTMENTS				<u>77,877,273</u>
GRAND TOTAL ALL INVESTMENTS				<u><u>\$ 252,796,741</u></u>

NOTE 1 - Represents amounts due from operating funds for construction expenses.

NOTE 2 - All rates of return are annual except for the investment portfolio in the Construction Fund which are fiscal year-to-date.

**COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
INVESTMENT SCHEDULE
11/30/2013**

	CASH EQUIVALENTS AND INVESTMENTS	FY2014 INTEREST BUDGET	BUDGETED PLANNED TO DATE	INTEREST EARNED TO DATE
EDUCATIONAL FUND *	\$ 106,679,210	\$ 387,921	\$ 118,617	\$ 159,742
OPERATIONS AND MAINTENANCE FUND *	26,160,201	113,132	40,432	32,347
OPERATIONS AND MAINTENANCE (RESTRICTED) FUND	77,877,273	293,300	180,184	126,356
DEBT SERVICE FUND * **	24,869,100	129,014	47,719	27,382
AUXILIARY FUND *	9,193,402	45,753	15,411	11,715
WORKING CASH FUND	8,017,555	40,000	17,542	6,060
	<u>\$ 252,796,741</u>	<u>\$ 1,009,120</u>	<u>\$ 419,905</u>	<u>\$ 363,602</u>

* The actual cash equivalents and investments are held in the Education Fund. The allocation of these cash equivalents and investments are based on the cash balance for each of these funds. Excludes unrealized gains/(losses) on investments.

** Includes \$1,860,994 reserved for future debt service interest payments for the Series 2013A bonds.

**COLLEGE OF DUPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
CONSTRUCTION BONDS
11/30/2013**

College of DuPage - 2013A Building Bonds

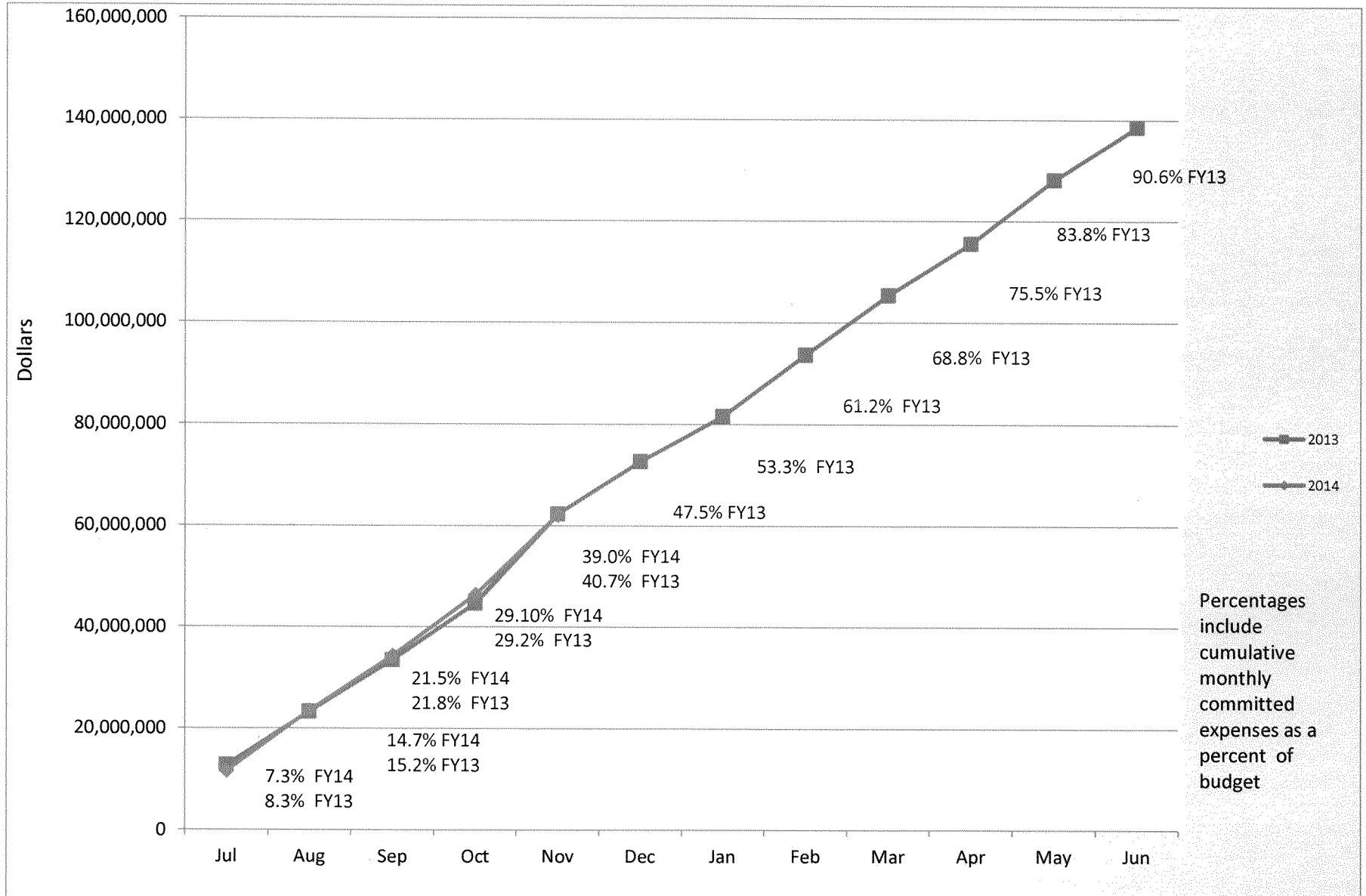
Date of Issue		5/31/2013
Original Bond Proceeds	\$	93,455,230
Original Expense Budget		93,455,230
Expenses to Date		36,103,456
Future Funds Available		60,258,171

COLLEGE OF DUPAGE
FISCAL YEAR 2013 BUDGET AND EXPENDITURES
November 30, 2013
As of November 30, 2013 11 of 26 Payrolls have occurred = 42.3%

DIVISION	CURRENT ANNUAL BUDGET	EXPENDITURES YEAR TO DATE	FUTURE COMMITMENTS	TOTAL COMMITTED	UNCOMMITTED BALANCE	% OF BUDGET COMMITTED
EDUCATION FUND						
President	\$ 982,990	\$ 319,852	\$ 4,171	\$ 324,023	\$ 658,967	32.96%
Govern. Relations/Board of Trustees	431,230	157,848	6,605	164,453	266,777	38.14%
Executive Vice President						
Executive VP Administration	1,159,331	154,214	106	154,320	1,005,011	13.31%
Academic Affairs Administration	4,443,476	1,378,413	107,595	1,486,008	2,957,468	33.44%
Business & Technology	16,124,154	6,195,639	180,756	6,376,395	9,747,759	39.55%
Health & Social Sciences	31,797,688	12,280,401	142,018	12,422,419	19,375,269	39.07%
Liberal Arts	22,001,016	8,546,884	57,591	8,604,475	13,396,541	39.11%
Library	8,984,163	3,474,318	176,821	3,651,139	5,333,024	40.64%
Continuing Education	3,048,841	1,557,431	51,063	1,608,494	1,440,347	52.76%
Academic Affairs Total	86,399,338	33,433,086	715,844	34,148,930	52,250,408	39.52%
Student Affairs	15,612,243	5,493,170	265,762	5,758,932	9,853,311	36.89%
Information Technology	15,703,742	5,988,877	1,567,642	7,556,519	8,147,223	48.12%
Plan & Inst Effectiveness	828,020	298,815	9,079	307,894	520,126	37.18%
Total Executive Vice President	119,702,674	45,368,162	2,558,433	47,926,595	71,776,079	40.04%
Administrative Affairs						
Administrative Affairs Admin.	685,188	240,909	12,874	253,783	431,405	37.04%
Business Affairs	2,049,177	630,925	515,065	1,145,990	903,187	55.92%
Police Department	2,374,712	833,916	32,414	866,330	1,508,382	36.48%
Finance Office	4,413,152	1,419,090	136,790	1,555,880	2,857,272	35.26%
Facilities/Plant Administration	4,917,016	1,580,264	691,133	2,271,397	2,645,619	46.19%
Risk Management	381,395	88,609	15,496	104,105	277,290	27.30%
General Institutional	13,824,907	3,521,043	71,651	3,592,694	10,232,213	25.99%
Total Administrative Affairs	28,645,547	8,314,756	1,475,423	9,790,179	18,855,368	34.18%
Human Resources	2,771,683	949,571	33,794	983,365	1,788,318	35.48%
Development & Foundation	1,973,310	621,986	113,891	735,877	1,237,433	37.29%
External Relations	4,454,233	1,630,844	495,356	2,126,200	2,328,033	47.73%
Total Education Fund:	\$ 158,961,667	\$ 57,363,019	\$ 4,687,673	\$ 62,050,692	\$ 96,910,975	39.04%
OPERATIONS & MAINTENANCE FUND						
Administrative Affairs	\$ 15,223,785	\$ 4,653,851	\$ 3,697,298	\$ 8,351,149	\$ 6,872,636	54.86%
Information Technology	653,856	283,219	324,319	607,538	46,318	92.92%
Total Operations & Maintenance Fund:	\$ 15,877,641	\$ 4,937,070	\$ 4,021,617	\$ 8,958,687	\$ 6,918,954	56.42%
Total General Funds	\$ 174,839,308	\$ 62,300,089	\$ 8,709,290	\$ 71,009,379	\$ 103,829,929	40.61%

College of DuPage

FY 2013 & FY 2014 Education Fund Committed Expenditures



9. CONSENT AGENDA

B. For APPROVAL: Standard Items

- 1) Minutes**
- 2) Financial Reports**
- 3) Bids**
- 4) Requests for Proposals (RFP)**
- 5) Purchase Orders (PO)**
- 6) Personnel Actions**

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**
Approval of Board Meeting Minutes.
2. **REASON FOR CONSIDERATION**
The minutes of all Board of Trustees Meetings of Community College District 502 must be approved by the Trustees at a public Board Meeting.
3. **BACKGROUND INFORMATION**
Minutes are normally approved the month following the meeting dates.
4. **RECOMMENDATION**
That the Board of Trustees approves the following Board Meeting Minutes:
 - a) October 17, 2013 Regular Board Meeting - REVISED
 - b) November 21, 2013 Regular Board Meeting

SIGNATURE PAGE FOR APPROVAL OF BOARD MEETING MINUTES

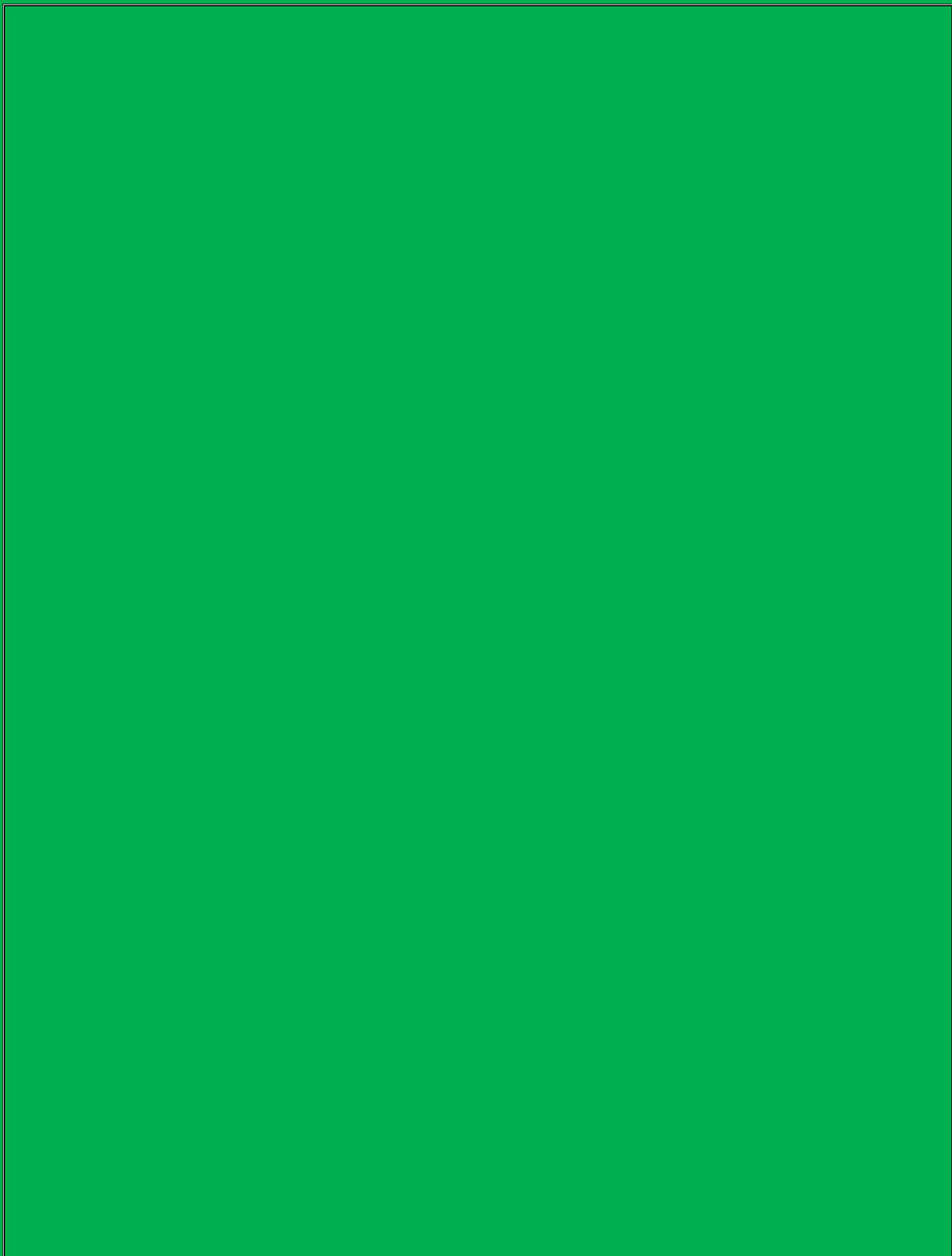
ITEM(S) ON REQUEST

That the Board of Trustees approves the following Board Meeting Minutes:

- a) October 17, 2013 Regular Board Meeting - REVISED
- b) November 21, 2013 Regular Board Meeting

Gini Carrillo 12/3/13
Administrative Assistant, Office of the President Date

[Signature] 12/4/13
President Date



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502
COUNTIES OF DuPAGE, COOK AND WILL
STATE OF ILLINOIS**

**MINUTES - REVISED
REGULAR BOARD MEETING
THURSDAY, OCTOBER 17, 2013
HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL**

1. CALL TO ORDER

At 7:04 p.m., the Regular Meeting of the Board of the College of DuPage Board of Trustees was called to order by Chairman Birt.

2. ROLL CALL

Present: Student Trustee Stephanie Torres and Trustees Erin Birt, Katharine Hamilton, Dianne McGuire, Kim Savage, Nancy Svoboda and Joe Wozniak.

Absent: Allison O'Donnell.

Also Present: President Dr. Robert L. Breuder, Legal Counsel Respicio F. Vazquez of Franczek Radelet P.C., staff members, representatives of the press and visitors. (Minutes prepared by Erin Carrillo, Administrative Assistant, Office of the President.)

3. APPROVAL OF AGENDA

Chairman Birt called for a motion to approve tonight's Agenda. Trustee Savage moved, Vice Chairman Hamilton seconded the motion. On voice vote, the Board of Trustees approved the Agenda for the Regular Board Meeting of October 17, 2013. The motion carried unanimously.

4. PRESENTATIONS

4. A. FY2013 Audit

- John Weber and Christine Torres presented FY2013 Audit results

5. STUDENT TRUSTEE'S REPORT

- Student Trustee Torres reported that the Break the Silence Event was a huge success
- Student Leadership will be attending two upcoming conferences:
 - Illinois Community College Student Activities Conference November 1-2, 2013; and
 - National Student Leadership Citizen and Advocacy Conference November 7-10, 2013.

6. PRESIDENT'S REPORT

6. A. Strategic Planning and the Board's Role

- Dr. Robert L. Breuder presented Making Decisions in Advance of Tomorrow

6. B. Homeland Security Complex Phase II

- Dr. Joseph Collins, Executive Vice President introduced:
 - Dr. Thomas Cameron, Dean Health & Science
 - Joseph Cassidy, Dean Continuing Education
 - Thomas Brady, Associate Dean/Director CE/HEC
 - Dr. Jean Kartje, Vice President Academic Affairs
- All spoke regarding Homeland Security Phase II

7. COMMENTS FROM COLLEGE OF DuPAGE

7. A. College of DuPage Employees

- None

7. B. College of DuPage Students

- Haroon Atcha, spoke about Model United Nations Event
- Carlos Sam Ortega-Guerrero, spoke about COD Foundation Scholarship Reception

8.A. COMMENTS FROM DISTRICT 502 CITIZENS

- None

8.B. COMMENTS FROM CITIZENS AT-LARGE

- None

At 8:50 p.m. Chairman Birt called for a 5 minute break. Board reconvened at 9:08 p.m. Secretary Pro Tem Svoboda called the roll: Student Trustee Stephanie Torres and Trustees Erin Birt, Katharine Hamilton, Dianne McGuire, Kim Savage, Nancy Svoboda and Joe Wozniak.

Absent: Allison O'Donnell.

9. CONSENT AGENDA

- Chairman Birt asked if there were any Consent Agenda items the Board would like to pull and vote on separately. Trustee Savage indicated that Items 9.B.5)b) Architectural Contract for the Homeland Security Training Center and 9.B.5)c) Construction Management (CM) Contract for the Homeland Security Training Center are significant and asked that they be pulled from the Consent Agenda to be discussed and voted on separately. Trustee McGuire moved, Trustee Savage seconded, that the Board of Trustees approve the Consent Agenda consisting of the following items:

A. The following items for BOARD INFORMATION only:

- 9. A. 1) Gifts and Grants Report
- 9. A. 2) Governmental Consortium/Cooperative Purchases Report
- 9. A. 3) Financial Statements

- a) Schedule of Investments
- b) Operating Funds – Budget and Expenditures
- c) Tax Levy Collections

B. The following items for BOARD APPROVAL:

1) Minutes

- a) October 17, 2013 Regular Board Meeting
- b) October 17, 2013 Closed Session Meeting –
CONFIDENTIAL FOR BOARD ONLY

2) Financial Reports

- a) Treasurer's Report
- b) Payroll and Accounts Payable Report
- c) Budget Transfer Report

3) Bid Items

- a) Unleaded and Diesel Fuel – Bulk Delivery to the lowest responsible bidder Heritage FS, Inc., 18251 W. Commercial Drive, Wilmington, IL 60481 through June 30, 2016 for an estimated Annual expenditure not to exceed \$118,518.71.
- b) Multimedia Equipment – Camera System to the lowest responsible bidder, AVI Systems, Inc., 717 W. Algonquin Road, Arlington Heights, IL 60005, for a total expenditure of \$81,664.00.
- c) Multimedia Equipment – HD Studio Production Switcher to the lowest responsible bidder, AVI Systems, Inc., 717 W. Algonquin Road, Arlington Heights, IL 60005, for a total expenditure of \$39,122.00.
- d) Multimedia Equipment – Studio Cameras and Controllers to the lowest responsible bidder, Video Tape Products, Inc., 2721 W. Magnolia Blvd., Burbank, CA 91505, for a total expenditure of \$32,493.88.
- e) Berg Instructional Center Fan Room Lighting Retrofit to the lowest responsible bidder, Eco Lighting Services and Technology, LLC, 724 West Racquet Club Drive, Addison, IL 60101, for a total expenditure of \$57,700.00.
- f) Audio Video Installation to Media Resources, 1989 University Lane, Suite C, Lisle, IL 60532, for a total expenditure of \$209,186.00.
- g) Exterior Signage, Cleve Carney Art Gallery (MAC) & Wheat Café Culinary Market (CHC) rejection of all bids due to budgetary concerns.

4) Requests for Proposals:

- None

- 5) Purchase Orders:
 - a) Transcript Capture and Transfer Credit Evaluation Solution, from Hyland Software, Inc., 28500 Clemens Road, Westlake, OH 44145 for a total expenditure not to exceed \$185,671.00.
 - b) Item Pulled
 - c) Item Pulled
 - d) CT Scanner Three-Year Maintenance Agreement with MagnaServ, Inc., 2862 SE Monroe Street, Stuart, FL 34997, for the period 2/25/14 through 2/25/17, for a total expenditure of \$74,400.00.
 - e) Approval to Terminate the Agreement between the College of DuPage and ECB Rx, LLC d/b/a Rx'n Go Services, 53 West Ogden Avenue, Clarendon Hills, IL 60514.
- 6) Ratify the Personnel Actions.
 - a) Ratification of Classified Appointments
 - b) Ratification of Managerial Promotions / Transfers
 - c) Ratification of Classified Promotions / Transfers
 - d) Ratification of Classified Resignations / Terminations
 - e) Ratification of Operating Engineers Resignations / Terminations
 - f) Ratification of Classified Retirements
- 7) In-Kind Donations Quarterly Report
- 8) Acceptance of FY2013 Audit

9. C. The following Construction-Related items were approved:

- 1) **Ratification of Construction Change Orders**
 - **Referendum-Related Projects**
- **2013 SITE IMPROVEMENTS – PEPPER #036: \$886.00.** This change is for the adjustment of steel reinforcements in the foundation for the BIC sculpture. This adjustment was needed to accommodate the coordination of the sculpture foundation requirements. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #038: CREDIT (\$1,929.00).** This credit is for the deletion of factory testing of the revised components of the irrigation well pump. This testing was called for in the purchased specifications; however, upon input from the designer and well contractor, was determined to be unnecessary. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #039: (\$1,835.00).** This credit is for the revision of a motor starter for the irrigation pump. The originally specified variable frequency drive was determined as unnecessary, based on the continuous full-throttle operation necessary to provide large volumes of water to the irrigation system. *This is an Owner-Requested Scope Change.*

- **2013 SITE IMPROVEMENTS – PEPPER #057: \$5,436.00.** This change incorporates the minor expansion of the irrigation system to include a non-irrigated area that is adjacent to ongoing work of Project 13 -7, along Park Boulevard. This work was added to the 2013 scope to take advantage of cost efficiencies of performing the work while equipment was in the area, rather than creating a separate project at some time in the future. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #060: \$674.00.** This change provides for the premium time required to backfill trenches, permitting paving to proceed on schedule. The backfill operation had been delayed due to several days of rains and further delay would prevent re-opening of the northern section of College Lot 2. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #065: CREDIT (\$17,633.00).** This credit is for the un-used portion of the well development purchased at the time of bid. Measured water flow after the initial flow tests confirmed that further well development was unnecessary. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #083: \$2,266.00.** This change addresses the revision of the storm water backflow preventer at manhole number 2, near Fawell E parking lot. It was known prior to bid, that as-builts of this area did not address uncharted improvements. While bid documents predicted a standard backflow preventer, it was understood that design adjustments would likely be required, once the area was excavated and existing conditions could be confirmed. *This is an Unforeseen Condition Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #084: \$1,272.00.** This change incorporates adding irrigation heads at a curbed area west of HEC. During the construction of Fawell E parking, this previously ignored area was discovered and added to the project scope, providing a level of coverage consistent with the surrounding areas. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #130: CREDIT (\$3,272.00).** This credit change is to furnish and install standard, in lieu of custom, window treatments in the offices of the campus maintenance center. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #167: \$10,257.00.** This change is to furnish and install additional exterior lighting as required by DuPage County. This change also includes, at no cost, furnishing and installing the electrical box with power for the exterior building identification sign. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #168: \$35,352.00.** This change is to furnish and install additional security cameras on the interior and exterior of the building for improved safety and surveillance. *This is an Owner-Requested Scope Change.*

- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #170: \$2,169.00.** This change is to furnish and install a tier 22 cover in lieu of the specified and currently installed tier 15 cover for the exterior fiber hand hole. *This is an Errors and Omissions Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #177: \$2,140.00.** This change is to relocate the center (2) ceiling fans in the vehicle storage bay. The specified installed locations conflict with the gated openings to the mezzanine creating an unsafe condition when loading the mezzanine. *This is an Errors and Omissions Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #178: \$10,335.00.** This change is to modify the existing electrical and data systems in the Carpenter's Shop to provide emergency phones and connections for existing equipment. *This is an Errors and Omissions Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #182: \$9,787.00.** This change is to furnish and install additional temporary fencing to facilitate safe pedestrian traffic across the adjoining Building M Demolition project and to avoid project delays. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #183: \$597.00.** This change is to furnish and install coat hooks in each office in the new Campus Maintenance Center. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #185: \$906.00.** This change is for all labor, materials, equipment, and supervision to cut the telephone and fiber cable within the Building M Demolition project and pull cable to the nearby fiber manhole in order to avoid project delays. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #187: \$5,508.00.** This change is to modify the existing dust collection duct work system in the Carpenter's Shop based on the equipment locations. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #188: \$3,659.00.** This change is to furnish and install (2) Sargent fail secure door latches and (1) door closer. *This is an Errors and Omissions Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #189: \$1,666.00.** This change is to remove pavers on a nearby site to facilitate the Building M Demolition project and avoid delays. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #098: \$18,946.00.** This change is for the cost associated with the additional maple benches and the addition of (3) duplex outlets under the main stairs in the main lobby and for the cane rail under the Chaparral stair. *This is an Owner-Requested and Code-Compliance Scope Change.*

- **PE RENOVATION – POWER #107: \$4,006.00.** This change is for replacing all exterior IPE siding with a Norman thin face brick. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #109: \$12,540.00.** This change is for providing track mounted LED accent lighting at the plaza level. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #111:\$0.00.** This change is for modifications to the door hardware. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #115: \$6,750.00.** This change is for miscellaneous electrical revisions in the pool, mechanical, multi-activity room, and janitor closet areas. *This is a Permit-Required Scope Change.*
- **PE RENOVATION – POWER #116: \$5,047.00.** This change is for replacing an existing flat roofing system, at the south east vestibule, with a new metal panel roofing system to match the existing roof, to the north of the vestibule. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #121: \$468.00.** This change is for reducing ceiling heights at the plaza level to avoid existing mechanical systems. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #125: \$12,296.00.** This change is for miscellaneous millwork, electrical and plumbing revisions throughout the PE Center. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #126: \$ 10,194.00.** This change is for replacing the IPE wood flooring with Plyboo Havana flooring at the main stairs. This change is due to removing the IPE from the front of the south elevation of the PE Center. Since the IPE was not being used on the exterior, the design team thought it would be better to change the design. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #127: \$19,292.00.** This change is for correcting pre-existing leaks between the existing precast wall panels and existing metal panel roofing. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #128: \$6,952.00.** This change is for ejecting epoxy and patching the existing concrete walls and ceiling in the existing electrical room 144D where seepage has occurred. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #129: \$14,064.00.** This change is to remove existing concrete curbs and sidewalk in front of the PE Center. This is a transfer of funds from the landscape projects to the PE Center project. Due to the ongoing construction, it was safer that the work be controlled by the PE Center contractor. *This is an Owner-Requested Scope Change.*

- **PE RENOVATION – POWER #130: \$34,751.00.** This change is for removing existing unsuitable soils from below the pool and filling in with lean concrete. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #131: \$6,858.00.** This change is for extending a new steel beam and decking at the landing of the main stairs. *This is an Errors and Omissions Scope Change.*
- **PE RENOVATION – POWER #132: \$5,998.00.** This change is for new floor and data boxes in the Chaparral conference room. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #133: \$ 3,786.00.** This change provides electrical power to (3) doors, 116B, 117D, and 121S. Alternates were accepted; however, not all the drawings were updated to reflect the change. *This is an Errors and Omissions Scope Change.*
- **PE RENOVATION – POWER #135: \$ 20,958.00.** This change is for the CM's fee adjustment. The fees were calculated incorrectly. The General Conditions and Insurance were to be calculated on the fee and sub cost. *This is a Contract Review Oversight Change.*
- **WAYFINDING & SIGNAGE – HERRICANE GRAPHICS #005: \$82,326.00.** This change is to increase the task order contract with Hurricane Graphics to include additional design services for the following owner-requested projects: Additional Column Covers at US Bank and Starbucks, Revised BIC Overhead Prototype, MAC Dedication Sign, PE Center Dedication Sign, SRC Dedication Sign, BIC Re-Dedication Sign, PE Center Branding and Logo Signs, Exterior Banners, Exterior PE Center and CMC Logo Signs, Exterior CMC Building Identification Sign. *This is an Owner-Requested Scope Change.*

CAPITAL BUDGET PROJECTS

- **HSC SIMULATION LAB RENOVATION – STUCKEY CONSTRUCTION #001: \$829.92.** This change is for the cost to fabricate and install custom millwork to cover the electrical panels in the SIM Lab exam room. *This is an Owner-Requested Scope Change.*

2) Approval of Construction-Related Change Orders

- **Referendum-Related Projects**
None
- **Capital Budget Projects**
None

Chairman Birt asked if any Trustee had a question regarding a Consent Agenda item. Hearing no questions or comments from the Board, Secretary Pro Tem Svoboda called the roll for approval of the Consent Agenda items. Student Trustee Torres' preference is for the motion. Voting aye: Vice Chair Hamilton, Trustees McGuire, Savage, Svoboda, Co-Vice Chair Wozniak and Chair Birt. Motion to approve all Consent Agenda items listed

above carried.

Chairman Birt called for a motion to approve the items pulled from the Consent Agenda:

- 9.B.5)b) Trustee Svoboda moved and Trustee McGuire seconded that the Board approve Architectural Contract for the Homeland Security Training Center with Legat Architects, 2015 Spring Road, Oak Brook, IL 60523, for a total not-to-exceed expenditure of \$1,385,777.51, including reimbursable expenses.

Trustee Savage indicated that the Trustees were approving design and construction of the \$16,000,000.

Chairman Birt asked Secretary Pro Tem Svoboda to take a vote. Voting aye: Student Trustee Torres' preference is for the motion. Trustees McGuire, Savage, Svoboda, Co-Vice Chair Wozniak, Vice Chair Hamilton and Chairman Birt. Motion passed unanimously.

- 9.B.5)c) Trustee McGuire moved and Trustee Savage seconded that the Board approve the Construction Management (CM) Contract for the Homeland Security Training Center with Power Construction Company, LLC, 2360 Palmer Drive, Schaumburg, IL 60173, for a total not-to-exceed expenditure of \$1,265,000.00, including reimbursable expenses.

Chairman Birt asked Secretary Pro Tem Svoboda to take a vote. Voting aye: Student Trustee Torres' preference is for the motion. Trustees McGuire, Savage, Svoboda, Co-Vice Chair Wozniak, Vice Chair Hamilton and Chairman Birt. Motion passed unanimously.

10. NEW BUSINESS

A. For Information Only:

None

B. For Approval:

None

11. TRUSTEE DISCUSSION ITEMS

Chairman Birt introduced this new item added to the Agenda. Suggestions for items to be discussed need to be submitted to Chairman Birt by the first of each month.

12. ANNOUNCEMENTS:

ACCT Report

Trustee Svoboda reported that the ACCT Leadership Conference was held on October 2-5, 2015 in Seattle, with Bill Gates as keynote speaker. Trustee Svoboda and Trustee Savage both commented on the status of the Return to Title IV Funds issue.

ICCTA Report

Trustee Svoboda reported that the next ICCTA meeting will be held in Schaumburg on November 8-9, 2013.

Foundation Report

Trustee McGuire reported that the Annual Scholarship Reception was a huge success. The Quarterly Foundation Report was provided to each Trustee. The Foundation announced their newest member to the Board of Directors, Dan Cronin. MAC Madness will be held March 8, 2014. Next Foundation Board meeting will be held on December 10, 2013.

Other Announcements

Trustee Savage asked for a follow-up regarding Transgender in Board Policies. Chairman Birt said that the current policy has been reviewed by legal counsel. It is sufficient and includes transgender persons. Trustee Savage would like the language to be updated. Chair Birt said item needs further discussion.

At 9:43 p.m. Chairman Birt announced that the Board would move into Closed Session for the purpose of discussing: "The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity."

Trustee Savage moved and Trustee McGuire seconded. On a voice vote the motion carried unanimously. Chairman Birt announced that there will be no formal vote after closed session.

At 11:11 p.m. the Trustees came out of closed session.

Chairman Birt entertained a motion to return to open session, Trustee Savage moved and Trustee McGuire seconded. Secretary Pro Tem Svoboda called the roll:

Present: Student Trustee Stephanie Torres and Trustees Erin Birt, Katharine Hamilton, Dianne McGuire, Kim Savage, Nancy Svoboda and Joe Wozniak.

Absent: Allison O'Donnell.

Also Present: Legal Counsel Respicio F. Vazquez of Franczek Radelet P.C.

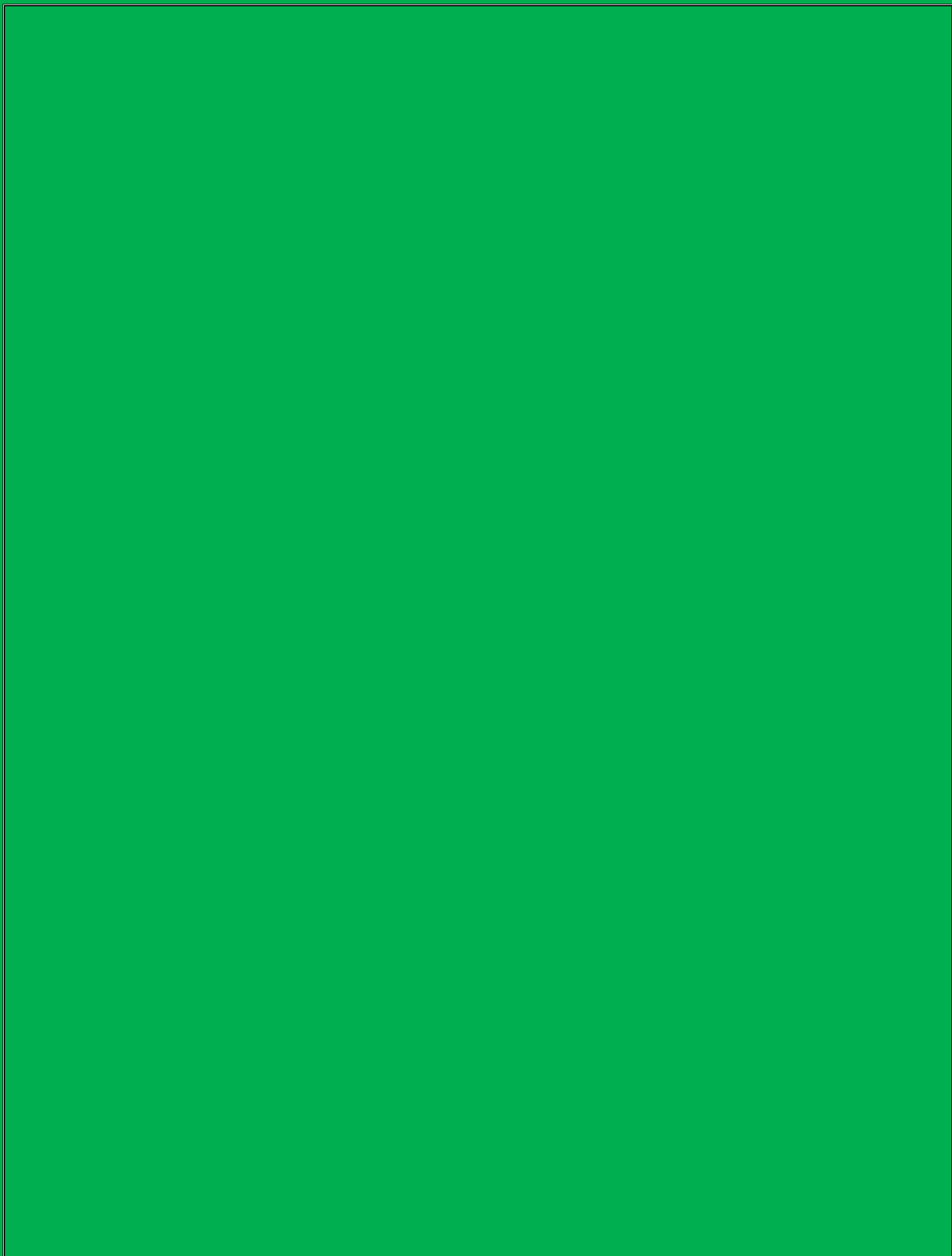
13. ADJOURN

At 11:12 p.m., Chairman Birt noted that, if there was no further business to come before the Board, she would entertain a motion to adjourn. Trustee Savage moved, Trustee McGuire seconded, that the Board Meeting adjourn. On voice vote, the motion carried unanimously.

By: _____
Nancy Svoboda, Secretary Pro Tem

Approved: November 21, 2013

By: _____
Erin Birt, Board Chairman



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502
COUNTIES OF DuPAGE, COOK AND WILL
STATE OF ILLINOIS**

**MINUTES
REGULAR BOARD MEETING
THURSDAY, NOVEMBER 21, 2013
HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL**

1. CALL TO ORDER

At 7:03 p.m., the Regular Meeting of the Board of the College of DuPage Board of Trustees was called to order by Chairman Birt.

2. ROLL CALL

Present: Student Trustee Stephanie Torres and Trustees Erin Birt, Katharine Hamilton, Dianne McGuire, Kim Savage, Nancy Svoboda and Joe Wozniak. Allison O'Donnell attended via telephone.

Also Present: President Dr. Robert L. Breuder, Legal Counsel Respicio F. Vazquez of Franczek Radelet P.C., staff members, representatives of the press and visitors. (Minutes prepared by Erin Carrillo, Administrative Assistant, Office of the President.)

3. APPROVAL OF AGENDA

Chairman Birt called for a motion to approve tonight's Agenda. Trustee Savage moved, Trustee McGuire seconded the motion. On voice vote, the Board of Trustees approved the Agenda for the Regular Board Meeting of November 21, 2013. The motion carried unanimously.

4. PRESENTATIONS

4. A. People's Choice Award for Top Chef to Chef David Kramer
- Paula Gleason, Director, West Suburban Community Pantry

5. STUDENT TRUSTEE'S REPORT

- Student Leadership Council hosted a "Coffee Connections"
- 15 volunteers helped at the Children's Museum in Naperville
- Two events coming up:
 - Coat Drive to benefit Humanitarian Service Drive
 - Plastic Bottle Drive to benefit victims of typhoon and the tornado victims in Illinois.

6. PRESIDENT'S REPORT

- None

7. COMMENTS FROM COLLEGE OF DuPAGE

7. A. College of DuPage Employees

- Glen Hansen, Professor of Psychology, spoke about College of DuPage
- Richard Jarman, Professor of Chemistry, is incoming Faculty Senate Vice President
- Alan Lanning and Russell Watson, Retired Psychology, spoke on SURS Return to Work
- Pam Lawry, Joanne East, Ida Lee and Robert Warburton spoke of the ceramic mural (AIDOS)

7. B. College of DuPage Students

- Brad Setter, Marilyn Klais and Andrea Swanson spoke of Sodexo bringing in Chick fil A
- Carlos (Sam) Ortega-Guerrero, President, Student Leadership Council, spoke regarding Student Leadership Updates

8.A. COMMENTS FROM DISTRICT 502 CITIZENS

- None

8.B. COMMENTS FROM CITIZENS AT-LARGE

- None

9. CONSENT AGENDA

- Chairman Birt asked if there were any Consent Agenda items the Board would like to pull and vote on separately. Trustee Savage indicated that the following Items are significant and asked that they be pulled from the Consent Agenda to be discussed and voted on separately:

<u>Item 9.B.1)a)</u>	Minutes of the October 17, 2013 Board Meeting
<u>Item 9.B.5)e)</u>	Sodexo Contract Amendment
<u>Item 9.B.10)</u>	Tax Levy Resolution
<u>Item 9.B.11)</u>	Resolution to Abate Taxes

- Trustee Svoboda indicated that the following Items are significant and asked that they be pulled from the Consent Agenda to be discussed and voted on separately:

<u>Item 9.B.8)</u>	New Perioperative Nursing Certificate Program
<u>Item 9.B.9)</u>	New A.A.S. Degree in Music Business
<u>Item 9.B.12)</u>	New Audio Production Certificate Program

Trustee McGuire moved, Trustee Savage seconded, that the Board of Trustees approve the Consent Agenda consisting of the following items:

A. The following items for BOARD INFORMATION only:

9. A. 1) Gifts and Grants Report

- 9. A. 2) Governmental Consortium/Cooperative Purchases Report
 - 9. A. 3) Financial Statements
 - a) Schedule of Investments
 - b) Operating Funds – Budget and Expenditures
 - c) Tax Levy Collections
- B. The following items for BOARD APPROVAL:**
- 1) Minutes
 - a) Item Pulled
 - b) October 17, 2013 Closed Session Meeting –
CONFIDENTIAL FOR BOARD ONLY
 - 2) Financial Reports
 - a) Treasurer's Report
 - b) Payroll and Accounts Payable Report
 - c) Budget Transfer Report
 - 3) Bid Items
 - a) Furniture, MacAninch Arts Center (MAC) FF&E II the Board of Trustees rejects all bids for the Furniture, MacAninch Arts Center (MAC) FF&E II due to non-compliance.
 - b) Student Resource Center (SRC) Kitchen Ceiling Upgrades to the lowest responsible bidder, Stuckey Construction Company, Inc., 2020 North Lewis Avenue, Waukegan, IL 60087, for a total expenditure of \$49,200.00.
 - c) Interpreting Services for Hearing Impaired Students to the lowest responsible bidder, CAIRS, 17 North State Street, Suite 1650, Chicago, Illinois 60602 for a total expenditure of \$110,250.00.
 - 4) Requests for Proposals:
 - a) Projection System Partnership (RFP) – Contract Extension with Conference Technologies, Inc., 11653 Adie Road, Maryland Heights, MO 63043 for the contract term January 1, 2014 through December 31, 2015, for an estimated two year expenditure in the amount of \$225,205.00
 - 5) Purchase Orders:
 - a) Apple Computer Equipment, from Apple, Inc., 12545 Riata Vista Circle, Augustin, TX 78727, for a total expenditure of \$84,888.00.
 - b) Culinary & Hospitality Center (CHC) and Waterleaf Restaurant Produce Purchase, \$55,000 for the Culinary & Hospitality Center (CHC) and \$50,000 for the Waterleaf Restaurant, for a total expenditure of \$105,000.
 - c) Employee Wellness Screenings to Wellness, Inc., 4205

Westbrook Drive, Aurora, IL 60504, for a total expenditure not to exceed \$33,000.00.

- d) Site Work, Infrastructure and Parking Improvements Project 2014 with V3 Companies of Illinois, 7325 Janes Avenue, Woodridge, IL 60517 for a total expenditure not to exceed \$402,364.00, including additional fees and reimbursable expenses
- e) Item Pulled

6) Ratify the Personnel Actions.

- a) Ratification of Administrator Appointments
- b) Ratification of Faculty Appointments
- c) Ratification of Managerial Appointments
- d) Ratification of Classified Appointments
- e) Ratification of Classified Promotions / Transfers
- f) Ratification of Classified Resignations / Terminations
- g) Ratification of Faculty Retirements
- h) Ratification of Classified Retirements

7) Approval of the 2015-2016 and 2016-2017 Academic Calendars

8) Item Pulled

9) Item Pulled

10) Item Pulled

11) Item Pulled

12) Item Pulled

9. C. The following Construction-Related items were approved:

1) Ratification of Construction Change Orders

• Referendum-Related Projects

- **2013 SITE IMPROVEMENTS – PEPPER #011: \$373.00.** Remove existing light pole at SCC. This removal was not indicated on demolition drawings, but necessary to perform new work. *This is an Errors and Omissions Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #054: \$919.00.** Investigate, cut and cap uncharted sewer pipe discovered during excavation for the mechanical vault at the BIC fountain project. *This is an Unforeseen Condition Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #061: \$2,267.00.** Increase conduit and wire size at Irrigation Well pump to meet national electric code. *This is an Errors and Omissions Scope Change.*

- **2013 SITE IMPROVEMENTS – PEPPER #071: \$3,496.00.** Add two electrical conduits from generator plant to parking area to serve future car charging stations. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #076: \$28,431.00.** Revise asphalt paving at HEC Greenhouse parking to provide proper drainage and correct unsafe existing conditions. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #078: \$424.00.** Premium time for sprinkler contractor to perform work before final week of construction at Fawell Lot E. Due to heavy equipment being used during the week, for safety purposes, this trade was requested to work weekends. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #087: \$1,932.00.** Flushing and cleaning of irrigation nozzles during the performance of work at Fawell Lot E. Remnant debris carried in from existing COD irrigation system pipes fouled the newly installed work requiring the contractor to flush and clean the irrigation heads and branches several times. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #089: \$8,623.00.** Furnish and install asphalt paving at utility trenches necessary for Irrigation Well in College Lot 2. The extent of this scope was not definable at bid time, and was purchased after trench work, at approved unit prices. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #090: \$2,997.00.** Hand excavation at SCC gas line to allow access for College to install protective wrapping around pipe. Upon initial excavation, the wrapping on the gas line was found to have deteriorated and needed to be replaced. *This is an Unforeseen Condition Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #092: \$1,273.00.** This change request is for the removal of a temporary sidewalk that was not correctly identified in the project bid documents. *This is an Errors and Omissions Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #093: CREDIT (\$30,650.00).** The credit is for signage purchased in bid package 4, at the northwest corner of Fawell Lot E, which was deleted from the scope. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #095: \$4,830.00.** Revise tree species at CMC building to provide appropriate level of landscaping against the East wall. (Total of 35 trees.) *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #104: \$12,554.00.** Remove deteriorating existing curbs in front of the MAC entry and replace with new. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #106: CREDIT (\$12,231.00).** This credit is for deleting asphalt paving at the 50 foot road extension south of the Fawell E from the scope of work. This will prevent new asphalt from being damaged by demolition project hauling operations. *This is an Owner-Requested Scope Change.*

- **2013 SITE IMPROVEMENTS – PEPPER #107: CREDIT (\$15, 899.00).** This credit is for deleting asphalt paving and stone base at the construction access ramp located in demolition project phase 2 and phase 3, which was deemed unnecessary during the progress of the work. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #110: \$2,873.00.** Provide excavation, sand bags, silt fence and sump pump to control water runoff during rain events, to protect the SCC generator vault from run-off water damage. *This is an Unforeseen Condition Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #111: \$3,344.00.** Increase amount of drainage piping installed along College Parking 2 to control water run-off and improve pavement longevity. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #115: \$830.00.** Premium time for irrigation line installation at Fawell Lot E. This effort was necessary to assure the parking lot would be available when classes started. *This is an Owner-Requested Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #125: \$7,928.00.** Remove existing soil and replace with topsoil at BIC fountain area. As landscaping began, it was determined that the existing soil was insufficient to support healthy turf and plant growth. *This is an Unforeseen Condition Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #129: \$2,673.00.** Relocate existing irrigation line found during excavation for storm sewer lines north of Pond 9. *This is an Unforeseen Condition Scope Change.*
- **2013 SITE IMPROVEMENTS – PEPPER #132: \$333.00.** Raise and re-activate an existing exterior hose bib found during excavation of SRC site work. *This is an Unforeseen Condition Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #180: CREDIT (\$42.00).** This credit change is to reconcile CR 65. CR 65 was previously approved with an incorrect value. *This is a Reconciliation Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #181: CREDIT (\$1,426.00).** This credit change is to reconcile CR 87. CR 87 was previously approved with an incorrect value. *This is a Reconciliation Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #184: \$4,352.00.** This change is to furnish and install additional corner guards, bathroom accessory trim, and FRP panels in the janitor's closet to help protect the drywall. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #191: \$1,302.00.** This change is to excavate and remove a portion of the existing concrete encased fiber duct bank and cap the conduits on a nearby site to facilitate the Building M Demolition project and avoid delays. This is "Phase 2" of previously approved CR 185. *This is an Owner-Requested Scope Change.*

- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #197: \$1,728.00.** This change is to provide power and install bathroom and locker room accessories after rough-in as these items were missed scope on the electrical drawings. *This is an Errors and Omissions Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #201: \$3,351.00.** This change is to furnish a new triple basin floor drain due to an incorrect elevation shown on the contract drawings. *This is an Errors and Omissions Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #204: CREDIT (\$636.00).** This credit change is to reconcile CR 69. CR 69 was previously approved with an incorrect value. *This is a Reconciliation Change.*
- **WAYFINDING & SIGNAGE – HERRICANE GRAPHICS TASK ORDER CONTRACT #006: \$36,452.40.** This change is to increase the task order contract with Hurricane Graphics to include additional services relating to the Chronology wall and PUD amendment for the Waterleaf sign, work associated with previous vendor contract cancellations, and for participation in the pre-bid meetings for the current bid packages. *This is an Owner-Requested Scope Change.*
- **MOVE MANAGEMENT – LEGAT ARCHITECTS TASK ORDER CONTRACT #043R: \$13,635.00.** This change is to increase the task order contract with Legat Architects to include additional move management services related to the MAC building renovation. This change order will be funded by the MAC construction budget. *This is an Owner-Requested Scope Change.*
- **MOVE MANAGEMENT – LEGAT ARCHITECTS TASK ORDER CONTRACT #051: \$10,695.00.** This change is to increase the task order contract with Legat Architects to include move management services related to the construction of the CMC building. This change order will be funded by the CMC construction budget. *This is an Owner-Requested Scope Change.*
- **MOVE MANAGEMENT – LEGAT ARCHITECTS TASK ORDER CONTRACT #052: \$2,070.00.** This change is to increase the task order contract with Legat Architects to include additional move management services related to the SCC building renovation. This change order will be funded by the SCC construction budget. *This is an Owner-Requested Scope Change.*
- **MOVE MANAGEMENT – LEGAT ARCHITECTS TASK ORDER CONTRACT #053: \$29,970.00.** This change is to increase the task order contract with Legat Architects to include additional move management services related to the SRC building renovation. This change order will be funded by the SRC construction budget. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #136: \$11,527.00.** This change is for the cost associated with the changes to the Mind and Body studio lighting. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #137: \$6,375.00.** This change is for replacing two existing motor operated dampers with gravity dampers. This is required to service the units. *This is an Errors and Omissions Scope Change.*

- **PE RENOVATION – POWER #140: CREDIT (\$4,817.00).** This change is a credit for eliminating the fluid applied vapor barrier on the east wall of the arena. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #141: \$7,230.00.** This change is to remove and replace the existing gypsum board in the Chaparral room. This is required because the existing finishes were in poor condition. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #145: \$1,051.00.** This change is modifying the roof enclosure at the elevator. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #147: \$1,138.00.** This change is office 121P where the outlet was moved to accommodate the revised door layout. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #148: \$5,337.00.** This change is for revising the electrical in the All-American room to provide data and power to computer furniture changes. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #149: \$154.00.** This change is for adding two light fixtures. The original intent was to reuse existing light fixtures which proved to be unfit for reuse. *This is an Unforeseen Condition Scope Change.*
- **PE RENOVATION – POWER #151: \$ 6,139.00.** This change is for extending the gas line 70 feet from the mechanical room 144 to the pool mechanical room 144a. *This is an Errors and Omissions Scope Change.*
- **PE RENOVATION – POWER #153: \$5,125.00.** This change is for adding HVAC grilles and painting ducts. *This is an Errors and Omissions Scope Change.*
- **PE RENOVATION – POWER #157: \$1,683.00.** This change is for relocating diffusers in corridor 1B ceiling due to fire rating issues. *This is an Errors and Omissions Scope Change.*
- **PE RENOVATION – POWER #158: CREDIT (\$2,150.00).** This change is to remove fire alarm devices that were shown on the plans but were not required. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #160: \$15,907.00.** This change is for adding exit signs throughout the facility not shown on the documents. *This is an Errors and Omissions Scope Change.*
- **PE RENOVATION – POWER #161: \$2,228.00.** This change is for adding gypsum board soffits at the dance studio and at the arena field house doors. *This is an Owner-Requested Scope Change.*
- **PE RENOVATION – POWER #163: \$10,908.00.** This change is for adding additional supports in the Natatorium to re-support existing light fixtures. *This is an Unforeseen Condition Scope Change.*

- **PE RENOVATION – POWER #166: \$1,505.00.** This is a change to alter the metal furring to standard 3 5/8 metal studs to accommodate Audio visual equipment. *This is an Unforeseen Condition Scope Change.*
 - **PE RENOVATION – POWER #171: \$761.00.** This change is for the changing the electrical wiring due to the relocation of the condensate pump CP-1 to make it serviceable. *This is an Owner-Requested Scope Change.*
 - **PE RENOVATION – POWER #172: \$3,841.00.** This change is for infilling an existing opening with drywall and metal studs in office 118. *This is an Unforeseen Condition Scope Change.*
 - **Capital Budget Projects**
None
- 2) **Approval of Construction-Related Change Orders**
- **Referendum-Related Projects**
None
 - **Capital Budget Projects**
None

Chairman Birt asked if any Trustee had a question regarding a Consent Agenda item. Hearing no questions or comments from the Board, Secretary Pro Tem Svoboda called the roll for approval of the Consent Agenda items. Student Trustee Torres' preference is for the motion. Voting aye: Vice Chair Hamilton, Trustees McGuire, Savage, Svoboda, Co-Vice Chair Wozniak and Chair Birt. Motion to approve all Consent Agenda items listed above carried.

Chairman Birt called for a motion to approve the items pulled from the Consent Agenda:

- 9.B.1)a) Trustee Svoboda moved and Vice Chair Hamilton seconded that the Board approve the October 17, 2013 Regular Board Meeting Minutes.

Trustees Savage and Svoboda asked that the reason the items were pulled be noted in the minutes.

Chairman Birt asked Secretary Pro Tem Svoboda to take a vote. Voting aye: Student Trustee Torres' preference is for the motion. Co-Vice Chair Wozniak, Secretary O'Donnell and Chairman Birt. Voting nay: Vice Chair Hamilton, Trustees McGuire, Savage and Svoboda. Motion failed.

- 9.B.5)e) Trustee Savage moved and Trustee McGuire seconded that the Board approve the Sodexo Contract Amendment extending the current contract term, which expires August 4, 2016, for three (3) years, with a mutual renewal option of an additional four (4) years.

Trustee Savage indicated the College should not generate revenue for an organization that does not uphold the College's non-discrimination guidelines. Tom Glaser indicated that the College and Sodexo is a good partnership. Their bringing in Chick fil A is based upon additional revenues that could be generated.

Chairman Birt asked Secretary Pro Tem Svoboda to take a vote. Student Trustee Torres abstained. Voting aye: Co-Vice Chair Wozniak, Vice Chair Hamilton, Secretary O'Donnell and Chairman Birt. Voting nay: Trustees McGuire, Savage and Svoboda. Motion passed.

- 9.B.8) Trustee Svoboda moved and Trustee Savage seconded that the Board approve the New Perioperative Nursing Certificate Program.

Trustee Svoboda indicated that the College's focus is the students and is pleased with the different certificates moving forward.

Chairman Birt asked Secretary Pro Tem Svoboda to take a vote. Voting aye: Student Trustee Torres' preference is for the motion. Trustees McGuire, Savage and Svoboda, Secretary O'Donnell, Vice Chair Hamilton, Co-Vice Chair Wozniak and Chairman Birt. Motion passed unanimously.

- 9.B.9) Trustee Svoboda moved and Trustee Savage seconded that the Board approve the New A.A.S. Degree in Music Business.

Chairman Birt asked Secretary Pro Tem Svoboda to take a vote. Voting aye: Student Trustee Torres' preference is for the motion. Trustees McGuire, Savage and Svoboda, Secretary O'Donnell, Vice Chair Hamilton, Co-Vice Chair Wozniak and Chairman Birt. Motion passed unanimously.

- 9.B.10) Trustee Savage moved and Trustee McGuire seconded that the Board approve the Tax Levy Resolution.

Vice Chair Hamilton indicated that she does not believe the College needs this increase. Trustee Savage suggested that after Spring enrollment figures are in to revisit the tuition increase.

Chairman Birt asked Secretary Pro Tem Svoboda to take a vote. Voting aye: Student Trustee Torres' preference is for the motion. Trustees McGuire, Savage and Svoboda, Secretary O'Donnell, Co-Vice Chair Wozniak and Chairman Birt. Voting nay: Vice Chair Hamilton. Motion passed.

- 9.B.11) Trustee Savage moved and Trustee Svoboda seconded that the Board approve the Resolution to Abate Taxes.

Trustee McGuire indicated that this is a testament to the College's sound financial position.

Chairman Birt asked Secretary Pro Tem Svoboda to take a vote. Voting aye: Student Trustee Torres' preference is for the motion. Trustees McGuire, Savage and Svoboda, Secretary O'Donnell, Co-Vice Chair Wozniak, Vice Chair Hamilton and Chairman Birt. Motion passed unanimously.

- 9.B.12) Trustee Svoboda moved and Trustee McGuire seconded that the Board approve the New Audio Production Certificate Program.

Chairman Birt asked Secretary Pro Tem Svoboda to take a vote. Voting aye: Student Trustee Torres' preference is for the motion. Trustees McGuire, Savage and Svoboda, Secretary O'Donnell, Co-Vice Chair Wozniak, Vice Chair Hamilton and Chairman Birt. Motion passed unanimously.

10. NEW BUSINESS

A. **For Information Only:**
None

B. **For Approval:**
None

11. TRUSTEE DISCUSSION ITEMS

Discussion regarding Non-discrimination Policy. Trustees Savage and Svoboda would like the language in the policy to be updated.

GOING FORWARD: Discussion topics should be sent to Co-Vice Chair Joe Wozniak by the first of the month.

12. ANNOUNCEMENTS:

ACCT Report

Trustee Svoboda reported that the next ACCT Leadership Meeting will be in February, in Washington D.C.

ICCTA Report

Trustee Svoboda reported that the ICCTA meeting held in Schaumburg on November 8-9, 2013 with discussions on Foundation Issues, Trustee Education, Veto Session and Change in SURs.

Foundation Report

Trustee McGuire indicated that the Foundation has hit an all-time high in net assets of \$12,000,000. This is a 500% increase in gifts over last year. John Attard, Senior Vice President of ABS has joined the Board, and David Carlin has joined the Foundation's Emeritus Board. The year-end direct mail appeal will begin in December with

Scholarships, Cultural Arts and Resource for Excellence Fund to be highlighted. Mortenson Construction has agreed to be a Platinum Sponsor for the March Madness Grand Opening of the MAC at \$50,000 level. Cadence Health Systems and Wight & Co. have agreed to be Gold Sponsors at \$25,000 each. Save the date for March Madness March 8, 2014 featuring a performance by Jim Belushi. Next Foundation Board meeting will be held on December 10, 2013.

Other Announcements

Trustee Svoboda requested discussion of SURs Back to Work and the Mural at the next meeting.

13. ADJOURN

At 9:02 p.m., Chairman Birt noted that, if there was no further business to come before the Board, she would entertain a motion to adjourn. Trustee Savage moved, Trustee McGuire seconded, that the Board Meeting adjourn. On voice vote, the motion carried unanimously.

By: _____
Nancy Svoboda, Secretary Pro Tem

Approved: December 19, 2013

By: _____
Erin Birt, Board Chairman

COLLEGE OF DuPAGE
REGULAR BOARD MEETING
STANDARD BOARD APPROVAL

1. SUBJECT

Financial Reports.

2. REASON FOR CONSIDERATION

For monthly Board approval.

3. BACKGROUND INFORMATION

- a) Treasurer's Report - The Treasurer's Report goes to the Board for approval every month except July. The Treasurer's Report includes the receipts and disbursements for each month by fund on strictly a cash basis. Therefore, the ending balance in each fund is equal to the balance of the cash and investments by fund.
- b) Payroll and Accounts Payable Report – This report is presented to the Board for approval each month. This report lists the total payroll and accounts payable for the accounting month by fund.


4. RECOMMENDATION

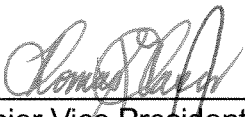
That the Board of Trustees approves the Treasurer's Report and Payroll & Accounts Payable Report.

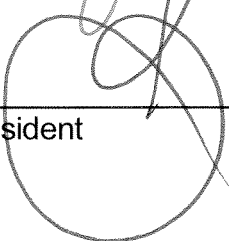
SIGNATURE PAGE FOR FINANCIAL REPORTS

ITEM(S) ON REQUEST

That the Board of Trustees approves the Treasurer's Report and Payroll & Accounts Payable Report.


Assistant Vice President Financial Affairs and Controller
12/10/2013
Date


Senior Vice President, Administration and Treasurer
12/10/2013
Date


President
12/10/13
Date

College of DuPage
Community College District No. 502
Treasurer's Report as of November 30, 2013

MB Financial and Chase Concentration Accounts

Beginning Balance	\$ 20,313,627
Current Activity	
Cash Receipts	10,145,474
Cash Disbursements	(31,201,797)
Wire Transfer/Bank Charges/Voids	34,472,441
Payroll	(8,641,353)
Total Month Activity	<u>4,774,765</u>
Ending Balance	<u>\$ 25,088,392</u>

Cash

MB Financial Concentration Account	\$ 13,152,624
Change Funds	17,955
Chase Concentration and Credit Card Accounts	11,935,768
Total Cash	<u>\$ 25,106,347</u>

Cash Equivalents

ILFUNDS	\$ 194,830
Wheaton NOW Account	16,143,649
Money Market	681,535
PFM Liquidity Account	558
Amalgamated Money Market	1,860,994
Chase High Yield	87,178,402
Total Cash Equivalents	<u>\$ 106,059,968</u>

Investments

Time Deposits	\$ 996,000
Northern Trust	10,149,756
PFM	25,788,609
PFM Fair Value Adjustment	(205,902)
IIIT PFM	53,950
Fifth Third Managed Portfolio	7,861,371
Fifth Third Managed Portfolio Fair Value Adjustment	(136,323)
Other Government Securities	30,000,000
Deutsche Bank	18,053,492
Deutsche Bank Fair Value Adjustment	9
State Street Bank	18,022,816
State Street Fair Value Adjustment	(36,276)
Northern Trust	36,189,623
Northern Trust Fair Value Adjustment	(352)
Total Investments	<u>\$ 146,736,773</u>

Total Cash Equivalents & Investments	<u>\$ 252,796,741</u>
Total Cash, Cash Equivalents & Investments	<u>\$ 277,903,088</u>

College of DuPage
Community College District No. 502
PAYROLL AND ACCOUNTS PAYABLE REPORT
CASH DISBURSEMENTS
November 30, 2013

Payroll - November 2013

	Gross	Net
Advices	\$ 12,285,634	\$ 8,233,643
Checks	564,284	407,710
Total Payroll	\$ 12,849,918	\$ 8,641,353
% Electronic		95.3%

Accounts Payable - November 2013*

Imprest checks - Vendors	524,479
Imprest Echecks - Vendors	837,515
Imprest checks - Employees	16,118
Imprest Echecks - Employees	45,485
Imprest checks - Student Refunds	6,171,766
Imprest Debit Cards - Student Refunds	3,514,892
Imprest E-commerce - Student Refunds	51,255
Total Imprest	\$ 11,161,510
% Electronic	39.9%

Operating checks - Vendors	\$ 867,138
Operating Echecks - Vendors	11,074,909
ACH transfers - Vendors	2,266,616
Wire transfers - Vendors	5,831,624
Total Operating	\$ 20,040,287
% Electronic	95.7%

Combined Payroll and Accounts Payable - November 2013

Total Net Payroll Disbursements	\$ 8,641,353
Total Accounts Payable Disbursements	31,201,797
Total Cash Disbursements	\$ 39,843,150

*Includes payroll cash disbursements made to vendors and government agencies for employee withholdings.

COLLEGE OF DuPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
ACCOUNTS PAYABLE TO BE APPROVED BY BOARD
AT THE DECEMBER 2013 BOARD MEETING

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER

<u>NUMBER</u>	<u>PAYEE NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
IM*0134357	Ameren Energy Marketing	Electric Services September - October 2013	\$ 148,518.42
IM*0134358	Central Dupage Hospital	Fees for COD Fire Science Paramedic Program	15,680.00
IM*0134359	ComEd/Commonwealth Edison	Distribution charges for September - October 2013	73,088.36
IM*0134360	Dunn Solutions Group	Services for Data Warehousing project for IT	22,747.25
IM*0134361	En Pointe Technologies	Microsoft products for IT	149,845.93
IM*0134362	Healthcare Service Corp	Run out of medical claims; dental claims September-October 2013	38,932.18
IM*0134363	HFO Chicago LLC	HAAS vertical milling machines for Business and Technology	41,654.00
IM*0134364	High Voltage Maintenance	Emergency services for SCC generator plant	19,608.76
IM*0134365	Midway Bldg Services	Janitorial services - September 2013	36,617.77
IM*0134366	Reliance Standard Life Insurance	Payroll deductions Life Insurance September 2013	18,818.08
IM*0134366	Reliance Standard Life Insurance	Life Insurance college share August 2013	13,328.59
IM*0134366	Reliance Standard Life Insurance	Payroll deductions Long-term disability September 2013	7,624.14
IM*0134367	Robbins, Schwartz, Nicholas, Lifton & Taylor	Legal fees and services September 2013	17,242.03
IM*0134368	Wight & Company	Architectural and engineering services for MAC project	180,625.45
IM*0135044	POSTMASTER - Glen Ellyn	Replenish USPS permit usage	40,000.00
IM*0135045	Reserve Account	Postage usage replenishment for November 2013	15,000.00
IM*0135353	IDES-Magnetic Media Unit	Unemployment claims July - September 2013	27,807.00
IM*E0024442	Edward Hospital-Emss	Fees for COD Fire Science Paramedic Program Class	17,408.00
IM*E0024443	Ologie Llc	Professional services/fees for Marketing & Creative Services	65,362.91
IM*E0024444	Power Construction Company	Construction management services for PE project	1,535,318.00
IM*E0026653	Block Electric Company	Electrical Services for Infrastructure project	399,932.00
IM*E0026654	DAOES	Pass through funds from ISBE	151,764.00
IM*E0026655	Interiors for Business, Inc.	Furniture for the Academic Computing Center	33,630.53
IM*E0026656	Krueger International, Inc.	Furnishings for the BIC/SRC project	174,220.12
IM*E0026657	Mortenson Construction	Construction management services for the MAC and SRC projects	3,852,558.00
IM*E0026658	Pepper Construction	Construction services for Site Work and CMC projects	748,696.58
IM*E0026659	Videotape Products Inc.	Fujinon Studio Lens package Television/Audio program	32,493.88
IM*E0026660	Village of Glen Ellyn	Water and Sewer Fees September - October 2013	33,281.62
IM*E0026961	College of Dupage Faculty Association	Payroll deduction 11/15/13 payroll	23,884.00
IM*E0026962	College of Dupage-CODAA	Payroll deduction 11/15/13 payroll	31,641.25
IM*E0026963	DuPage Credit Union	Payroll deduction 11/15/13 payroll	46,644.33
IM*E0026964	SURS-State Univ Retirement System	SURS withholding 11/15/13 payroll	337,684.25
IM*E0026964	SURS-State Univ Retirement System	College share SURS health 11/15/13 payroll	14,051.45
IM*E0026964	SURS-State Univ Retirement System	Trust & Federal funds 11/15/13 payroll	2,843.50
IM*E0026965	Valic Retirement Services	Payroll deduction 11/15/13 payroll	137,260.01
IM*E0026997	Hewlett Packard	HP Probook PCs for IT	16,284.30
IM*E0026998	Legat Architects	Professional services for the Infrastructure Project	29,452.50
IM*E0026999	Mortenson Construction	Construction management services for the MAC project	1,151,253.00
IM*E0027000	Precise Printing Network	Printing services for COD October 2013 Impact magazine	52,811.33
IM*E0027001	Riverside Technologies, Inc.	HP Network Equipment for Information Technologies	26,271.00
IM*E0027002	Ron Clesens Ornamental Plants	2013 Mum order for college campus	15,635.00
IM*E0027003	Wesco	LED light fixtures for walkways and parking lots	16,800.00
IM*E0027183	Ameren Energy Marketing	Electric Services October - November 2013	96,214.59
IM*E0027184	Community College Health	Claims for medical insurance plans October 2013	1,183,807.25
IM*E0027185	Conference Technologies, Inc.	Epson Power Lite Multimedia Projectors	96,005.00
IM*E0027186	Franczek Radelet	Professional services and fees October 2013	22,326.40
IM*E0027187	Joliet Junior College	Chargebacks for Fall term 2013	27,973.64
IM*E0027188	Legat Architects	Professional services for the Campus Maintenance Center Project	35,869.60
IM*E0027189	Nelnet Business Solution	Credit card discount fees (October 2013) for FACTS	26,814.63

COLLEGE OF DuPAGE
COMMUNITY COLLEGE DISTRICT NO. 502
ACCOUNTS PAYABLE TO BE APPROVED BY BOARD
AT THE DECEMBER 2013 BOARD MEETING

CHECKS ISSUED DURING ACCOUNTING MONTH - NOVEMBER

<u>NUMBER</u>	<u>PAYEE NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
IM*E0027190	Nicor Enerchange	Natural gas supply - October 2013	\$ 60,096.63
IM*E0027191	Patriot Paving Maintenance	Labor and Materials to repair southside lot asphalt	17,884.00
IM*E0027311	College of Dupage Faculty	Payroll deduction 11/27/13 payroll	23,803.00
IM*E0027312	DuPage Credit Union	Payroll deduction 11/27/13 payroll	46,594.33
IM*E0027313	SURS-State Univ Retirement System	SURS withholding 11/27/13 payroll	334,638.37
IM*E0027313	SURS-State Univ Retirement System	College share SURS health 11/27/13 payroll	13,904.53
IM*E0027313	SURS-State Univ Retirement System	Trust & Federal funds 11/27/13 payroll	2,678.05
IM*E0027314	Valic Retirement Services	Payroll deduction 11/27/13 payroll	139,117.86
IM*A282	Dept of Treasury	Federal Tax withholding 11/1/13 payroll	506,147.17
IM*A282	Dept of Treasury	College share FICA tax withholding 11/1/13 payroll	8,912.82
IM*A282	Dept of Treasury	College share Medicare tax withholding 11/1/13 payroll	57,703.64
IM*A283	IDES-Magnetic Media Unit	State tax withholding 11/1/13 payroll	176,576.96
IM*A284	Dept of Treasury	Federal Tax withholding 11/15/13 payroll	518,092.24
IM*A284	Dept of Treasury	College share FICA tax withholding 11/15/13 payroll	8,961.93
IM*A284	Dept of Treasury	College share Medicare tax withholding 11/15/13 payroll	58,986.88
IM*A285	IDES-Magnetic Media Unit	State tax withholding 11/15/13 payroll	179,366.00
IM*A287	Dept of Treasury	Federal Tax withholding 11/27/13 payroll	507,966.94
IM*A287	Dept of Treasury	College share FICA tax withholding 11/27/13 payroll	8,365.98
IM*A287	Dept of Treasury	College share Medicare tax withholding 11/27/13 payroll	58,249.73
IM*A288	IDES-Magnetic Media Unit	State tax withholding 11/27/13 payroll	177,285.85
IM*W178	Amalgamated Bank of Chicago	Bond interest payments for Series 2007, 2011A, 2013A	5,831,623.71
TOTAL CHECKS, E-CHECKS, ACH & WIRE TRANSFERS ISSUED DURING ACCOUNTING MONTH			<u><u>\$20,040,287.25</u></u>

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

SUMMARY OF BIDS

Item 9. B. 3) a) Physical Education Center (PEC) Signage Package, Bid

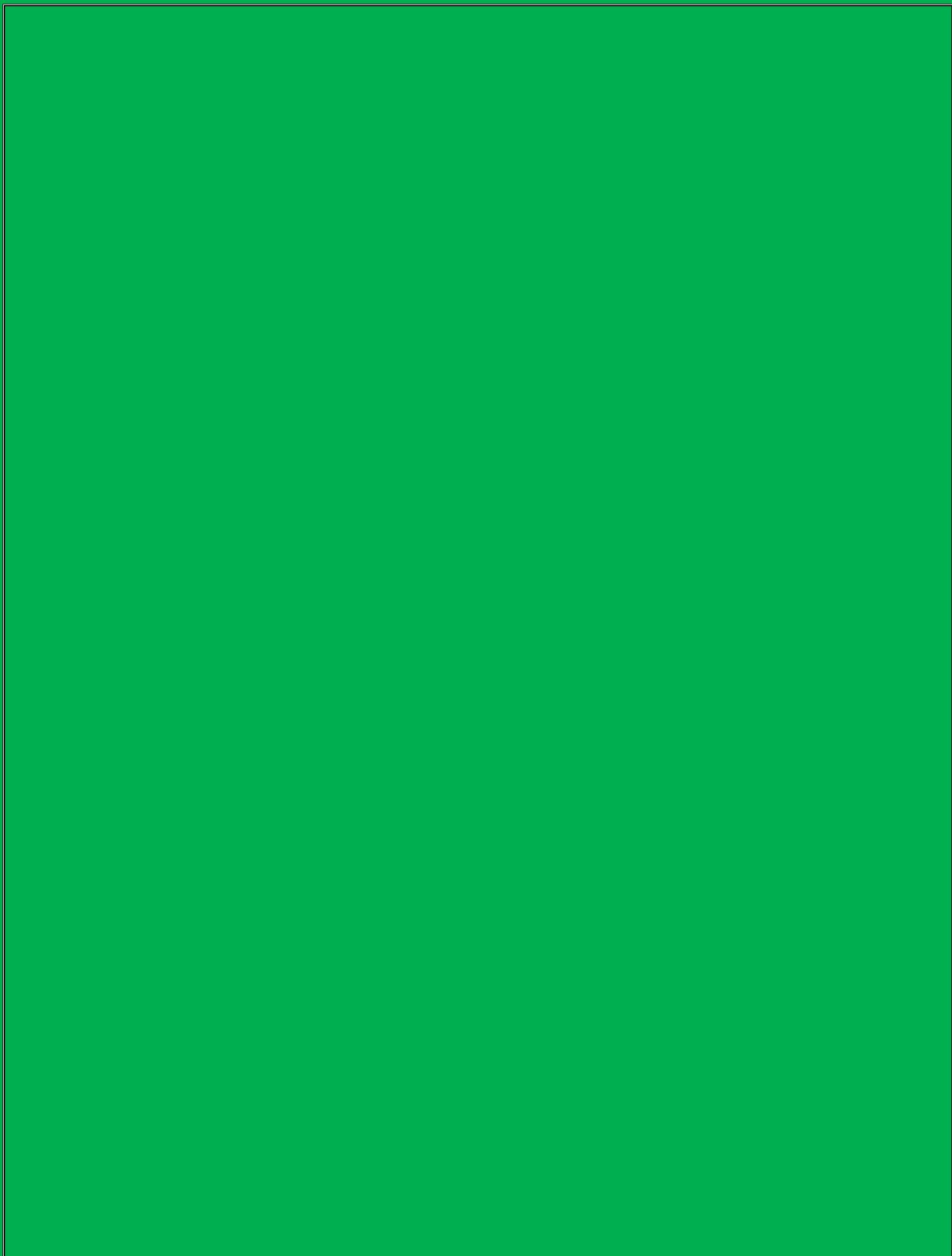
That the Board of Trustees awards the bid for the Physical Education Center (PEC) Interior Signage Package, Bid to the lowest responsible bidder, Troop Contracting, Inc., 648 Executive Drive, Willowbrook, IL 60527 for the lump sum bid total of \$120,000.00.

Item 9. B. 3) b) Exterior Signage Package, Bid

That the Board of Trustees awards the bid for the Exterior Signage Package, Bid excluding the Building ID Capsules (Future Pavilion) to the lowest responsible bidder, Design Communication, 25 Drydock Avenue, Boston, MA 02210 for the bid total in the amount of \$56,440.00.

Item 9. B. 3) c) McAninch Arts Center (MAC) and Student Resource Center (SRC) Interior Signage Package, Bid

That the Board of Trustees awards the bid for MAC and SRC Interior Signage Package, Bid to the lowest responsible bidder, Latimer Associates, Inc. dba ASI Signage Innovations, 1219 Zimmerman Drive South, Grinnell, IA 50112 for the lump sum bid total of \$55,063.00.



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

Physical Education Center (PEC) Signage Package, Bid.

2. **BUDGET STATUS**

Herricane Graphics, the College's design consultant, estimated the cost of construction for this project package to be \$57,500.00. All signs in the PEC interior signage package came in around the estimated cost, with the exception of the interior graphics, which was estimated around \$40,000. The market value for the PE interior graphics material was consistently higher from all bidders than the initial estimate. The designer believes the alucobond / dibond material is the correct design decision to cover the existing corrugated concrete and add colorful panels to liven the work out area. The College supports this recommendation. The recommended contractor bid is \$120,000.00, or \$62,500.00 over budget. Funding for this project is being provided by the Wayfinding/Signage budget # 03-90-32758-5804001.

3. **BACKGROUND INFORMATION**

This bid represents additional signage located at the Physical Education Center (PEC).

The components of this signage package will include a PE building dedication plaque, a PE interior chaparral gitness sign, and PE interior graphics to be installed on the existing precast walls. Pricing includes samples, materials, drawings and installation. The contract will include a five-year written warranty.

A legal notice was published and fifty-three businesses were solicited. Three bids were received. One was in-District.

Troop Contracting is a certified service-disabled veteran-owned contractor.

This purchase complies with state statute, Board Policy and Administrative Procedures.

Following is a recap of the bid tabulation:

Vendor	<i>Troop Contracting</i>	Latimer Assoc. (ASI)	Design Communications
Bid	<i>\$120,000.00</i>	\$146,386.00	\$280,330.00

Recommended Bidder in Bold

Italicized Bidder is Veteran-Owned


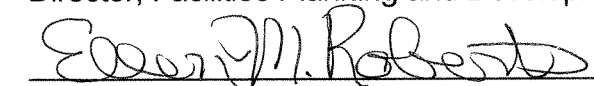
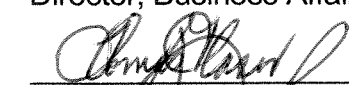
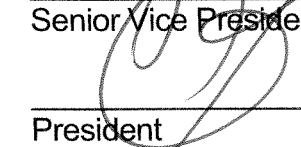
4. RECOMMENDATION

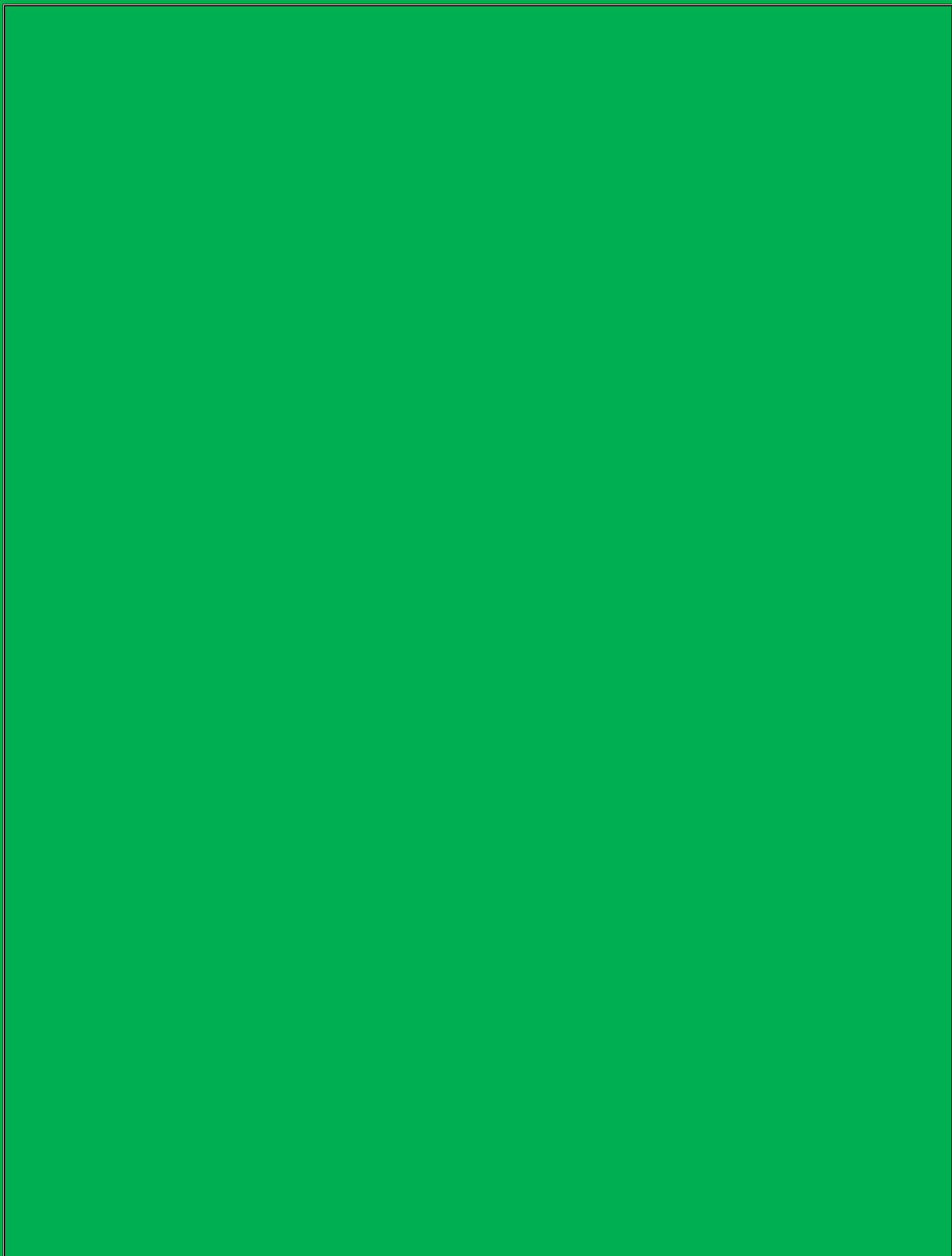
That the Board of Trustees awards the bid for the Physical Education Center (PEC) Interior Signage Package, Bid to the lowest responsible bidder, Troop Contracting, Inc., 648 Executive Drive, Willowbrook, IL 60527 for the lump sum bid total of \$120,000.00.

SIGNATURE PAGE FOR THE PEC INTERIOR SIGNAGE PACKAGE

ITEM(S) ON REQUEST

That the Board of Trustees awards the bid for the Physical Education Center (PEC) Interior Signage Package, Bid to the lowest responsible bidder, Troop Contracting, Inc., 648 Executive Drive, Willowbrook, IL 60527 for the lump sum bid total of \$120,000.00.

	12.2.13
Director, Facilities Planning and Development	Date
	12-4-13
Director, Business Affairs	Date
	12/4/2013
Senior Vice President, Administration and Treasurer	Date
	12/6/13
President	Date



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

Exterior Signage Package, Bid.

2. **BUDGET STATUS**

Herricane Graphics, the College's design consultant, estimated the cost of construction for the project package to be \$95,000.00. All signs in the exterior signage package came in around the estimated cost, with the exception of the building ID capsules (HTC), which were estimated at \$30,000.00. The building ID capsules (HTC) have been removed from the scope of work. The recommended contractor bid, excluding the building ID capsules (HTC), is \$56,440.00, or \$38,560.00 under budget. This \$38,000.00 difference includes the initial \$30,000 estimate. Funding for this project is being provided by the Wayfinding/Signage budget # 03-90-32758-5804001.

3. **BACKGROUND INFORMATION**

This bid represents additional exterior signage located at the various locations including McAninch Arts Center (MAC), Culinary & Hospitality Center (CHC), Campus Maintenance Center (CMC), and the Physical Education Center (PEC). Two of these items are a result of a rebid for the MAC and CHC.

The components of this signage package will include the Cleve Carney Art Gallery rebid (MAC), Wheat Café Culinary Market Inn at Water's Edge rebid (CHC), building ID capsule bid (CMC), teardrop logo bid (CMC), and chaparral fitness bid (PEC).

One alternate was specified. Alternate #1 is for use of aluminum, in lieu of copper, on the Cleve Carney Art Gallery (MAC) and Wheat Café Culinary Market Inn at Water's Edge (CHC). This alternate is not being accepted by the College.

The building ID capsules (HTC) were initially included in this package to secure building ID signs for the upcoming Homeland Security Phase II (HTC). The bidders were required to hold their pricing for two years from time of award for construction of the building. The College will remove this line item from the contract due to the high bid received from all bidders. The HTC building ID signs will be re-bid under Power, the Construction Manager of HTC.

Pricing includes materials, project manual, drawings and installation. The purchase includes a five year written warranty for all components.

A legal notice was published and fifty-three businesses were solicited. Four bids were received. Two were in District and one was Veteran owned.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

Following is a recap of the bid tabulation:

EXTERIOR SIGNAGE PACKAGE	LATIMER ASSOCIATES (ASI)	DESIGN COMMUNICATIONS	TROOP CONTRACTING	WESTERN REMAC
CLEVE CARNEY COPPER	NO BID	\$18,330	\$20,570	\$50,000
WHEAT CAFÉ COPPER	\$11,895	\$9,295	\$17,710	\$13,568
CMC BUILDING ID	\$24,639	\$17,155	\$16,720	\$18,603
CMC TEARDROP	\$1,757	\$3,025	\$6,490	\$6,001
PE CHAPARRAL FITNESS	\$3,466	\$4,095	\$9,100	\$14,976
Mock up Allowance		\$800		
General Conditions		\$3,740		
TOTAL WITH COPPER	NO BID	\$56,440	\$70,590	\$103,148

Recommended Bidder in Bold

Italicized Bidder Veteran Owned Business


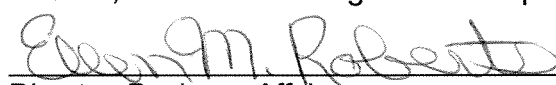
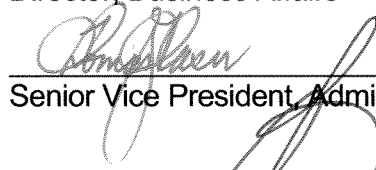
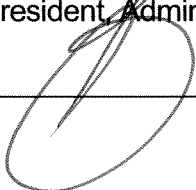
4. RECOMMENDATION

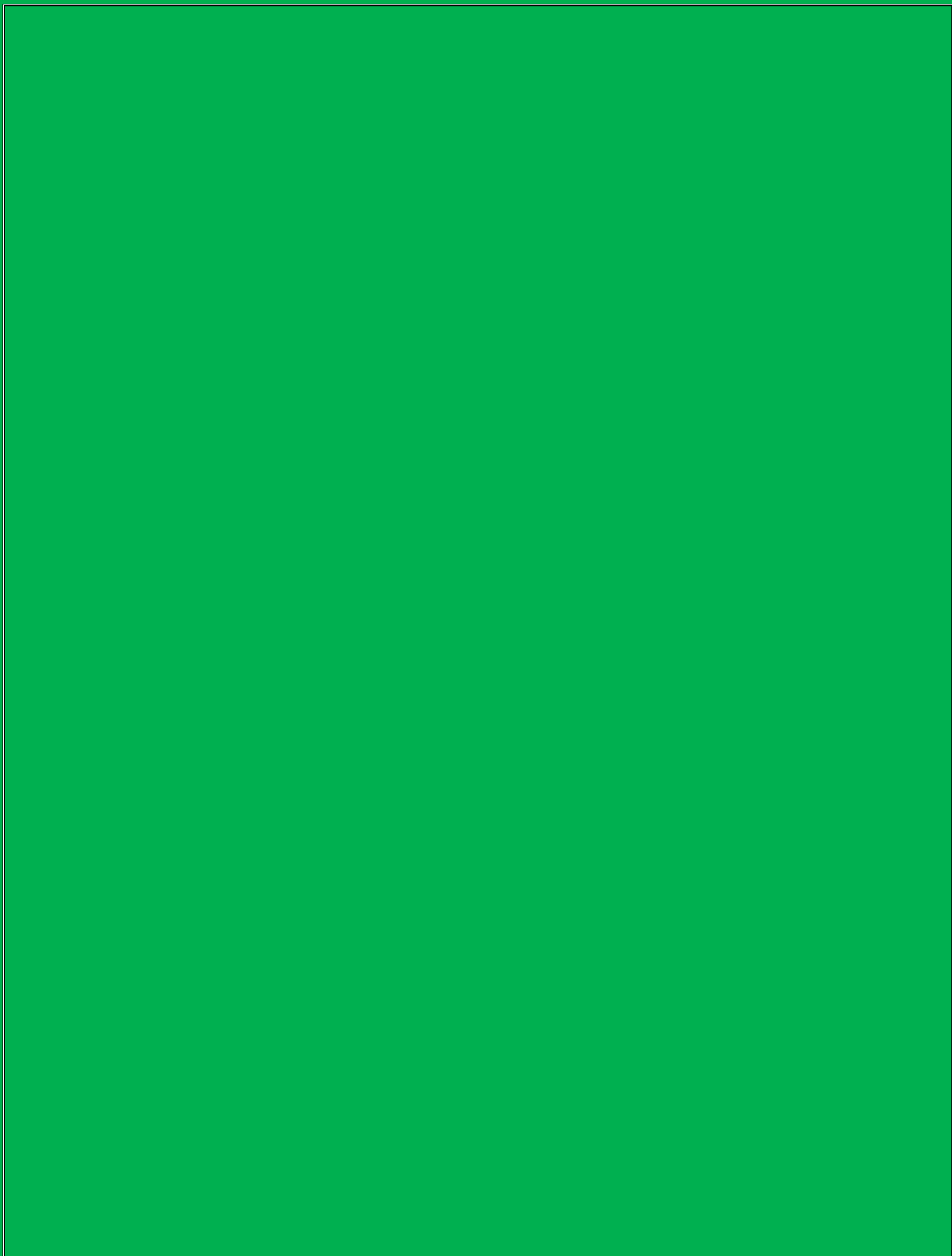
That the Board of Trustees awards the bid for the Exterior Signage Package, Bid excluding the building ID capsules (Future Pavilion) to the lowest responsible bidder, Design Communication, 25 Drydock Avenue, Boston, MA 02210 for the bid total in the amount of \$56,440.00.

SIGNATURE PAGE FOR EXTERIOR SIGNAGE PACKAGE, BID

ITEM(S) ON REQUEST

That the Board of Trustees awards the bid for the Exterior Signage Package, Bid excluding the building ID capsules (Future Pavilion) to the lowest responsible bidder, Design Communication, 25 Drydock Avenue, Boston, MA 02210 for the bid total in the amount of \$56,440.00.

	11.26.13
Director, Facilities Planning and Development	Date
	11-27-13
Director, Business Affairs	Date
	12/2/2013
Senior Vice President, Administration and Treasurer	Date
	12/6/13
President	Date



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

McAninch Arts Center (MAC) and Student Resource Center (SRC) Interior Signage Package, Bid.

2. BUDGET STATUS

Herricane Graphics, the College's design consultant, estimated the cost of construction for this project package to be \$90,000. The recommended contractor bid is \$55,063 or \$34,937 under budget. Two designs for the MAC Donor Wall were initially presented. The more cost effective option meeting the College's specifications is preferred and recommended. Funding for this project is being provided by the Wayfinding/Signage budget # 03-90-32758-580400.

3. BACKGROUND INFORMATION

This bid represents additional signage located at the McAninch Arts Center (MAC) and Student Resource Center (SRC).

The components of this signage package will include a MAC building dedication plaque, the MAC Donor Wall, and an SRC building dedication plaque. The MAC Donor Wall will incorporate digitized graphics, high resolution touch screens with programmable video, and the ability to display more than 3,000 donor name listings. The contract will include one year of phone support and 2 days of onsite training.

A legal notice was published and fifty-three businesses were solicited. Two bids were received. None were in District.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

Following is a recap of the bid tabulation:

Vendor	Latimer Assoc. (ASI)	Design Communications
Bid	\$55,063.00	\$85,495.00

Recommended Bidder in Bold


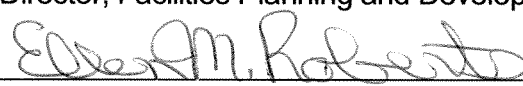
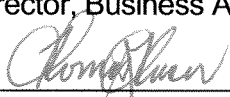
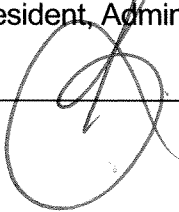
4. RECOMMENDATION

That the Board of Trustees awards the bid for MAC and SRC Interior Signage Package, Bid, to the lowest responsible bidder, Latimer Associates, Inc. dba ASI Signage Innovations, 1219 Zimmerman Drive South, Grinnell, IA 50112 for the lump sum bid total of \$55,063.00.

SIGNATURE PAGE FOR MAC and SRC Interior Signage Package, Bid

ITEM(S) ON REQUEST

That the Board of Trustees awards the bid for MAC and SRC Interior Signage Package, Bid, to the lowest responsible bidder, Latimer Associates, Inc. dba ASI Signage Innovations, 1219 Zimmerman Drive South, Grinnell, IA 50112 for the lump sum bid total of \$55,063.00.

	11.26.13
Director, Facilities Planning and Development	Date
	11-27-13
Director, Business Affairs	Date
	12/2/2013
Senior Vice President, Administration and Treasurer	Date
	12/6/13
President	Date

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

SUMMARY OF REQUESTS FOR PROPOSALS

9. B. 4) a) That the Board of Trustees approves a contract for Architectural Services for the Naperville Regional Center with Bailey Edward, 35 East Wacker Drive, Suite 2800, Chicago, IL 60601 for a total not to exceed expenditure of \$367,046.00, including reimbursable expenses.

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

SUMMARY OF REQUESTS FOR PROPOSALS

9. B. 4) a) That the Board of Trustees approves a contract for Architectural Services for the Naperville Regional Center with Bailey Edward, 35 East Wacker Drive, Suite 2800, Chicago, IL 60601 for a total not to exceed expenditure of \$367,046.00, including reimbursable expenses.

COLLEGE OF DUPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Architectural Contract for the Naperville Regional Center Renovation.

2. BUDGET STATUS

Funds are being provided by Bond Referendum #2 as follows:

Project	Architect	Funding	Planned Project Budget
Naperville Regional Center	Bailey Edward	03-90-36808-5303001	\$367,046.00

3. BACKGROUND INFORMATION

A need has been determined and education specifications have been developed for renovating the facility to support the current and future needs of the Naperville Regional Center. The first floor will be reconfigured to create more usable open area and student spaces. The mechanical, electrical, plumbing, fire sprinkler, audio visual, and security systems will be evaluated and updated to meet the College's current standards. The Naperville Regional Center Renovation has an estimated total project cost of \$6 million dollars. The renovation will enable COD to address the immediate and future needs of the Naperville building users.

A legal notice was published and twenty-five firms were solicited. A letter of interest was issued, resulting in twenty interested firms. Firms were short listed and three candidate firms were interviewed.

Bailey Edward's fees for basic services compare favorably to fees charged by the other architectural firms and are consistent with industry norms. Bailey Edward is recognized as a Woman-Owned Small Business (WOSB), an Economically Disadvantaged Woman-Owned Small Business (EDWOSB), and a Small Business Enterprise (ESB).

Fees for this facility include pre-construction, schematic design, design development, construction documents, bidding, construction administration services and

reimbursable expenses. Bailey Edward is being recommended for award of this contract based on their qualifications, proposal and interview.

Fees for Bailey Edward are not to exceed as follows:

Basic Services	\$290,086	6.45%
Architectural		
Structural Engineering		
MEP Engineering		
Civil Engineering		
Landscape Architect		
Cost Estimation		
Additional Services	\$56,360	1.25%
A/E LEED Consulting Services		
Fixtures, Furnishings & Equipment Design		
Interior Design		
Reimbursables	\$20,600	0.46%
Total	\$367,046	8.16%

This purchase complies with State Statute, Board Policy and Administrative Procedures.

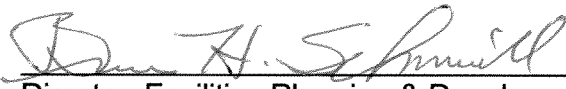
4. **RECOMMENDATION**

That the Board of Trustees approves a contract for Architectural Services for the Naperville Regional Center with Bailey Edward, 35 East Wacker Drive, Suite 2800, Chicago, IL 60601 for a total not to exceed expenditure of \$367,046.00, including reimbursable expenses.


SIGNATURE PAGE FOR ARCHITECT CONTRACT FOR THE NAPERVILLE
REGIONAL CENTER

ITEM(S) ON REQUEST


That the Board of Trustees approves a contract for Architectural Services for the Naperville Regional Center with Bailey Edward, 35 East Wacker Drive, Suite 2800, Chicago, IL 60601 for a total not to exceed expenditure of \$367,046.00, including reimbursable expenses.



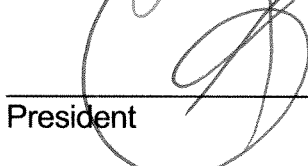
Director, Facilities Planning & Development
12-12-13
Date



Director, Business Affairs
12-12-13
Date



Senior Vice President, Administration and Treasurer
12/12/2013
Date



President
12/12/13
Date

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

SUMMARY OF PURCHASE ORDERS

Item 9. B. 5) a) Intelligent Learning Platform (ILP)

That the Board of Trustees approve a contract with Ellucian, 4375 Fair Lakes Ct., Fairfax, VA 22033 for a total expenditure not to exceed \$85,000.00.

Item 9. B. 5) b) Project Management Consulting Services with Owner Services Group Inc. (OS)

That the Board of Trustees approve extending the contract with Owners Services Group, Inc. to provide on-site Project Management Consulting Services through March 31, 2014.

Item 9. B. 5) c) City of Chicago Office of Emergency Management and Communications (OEMC) Contractual Fees with Tetra Tech EM, Inc.

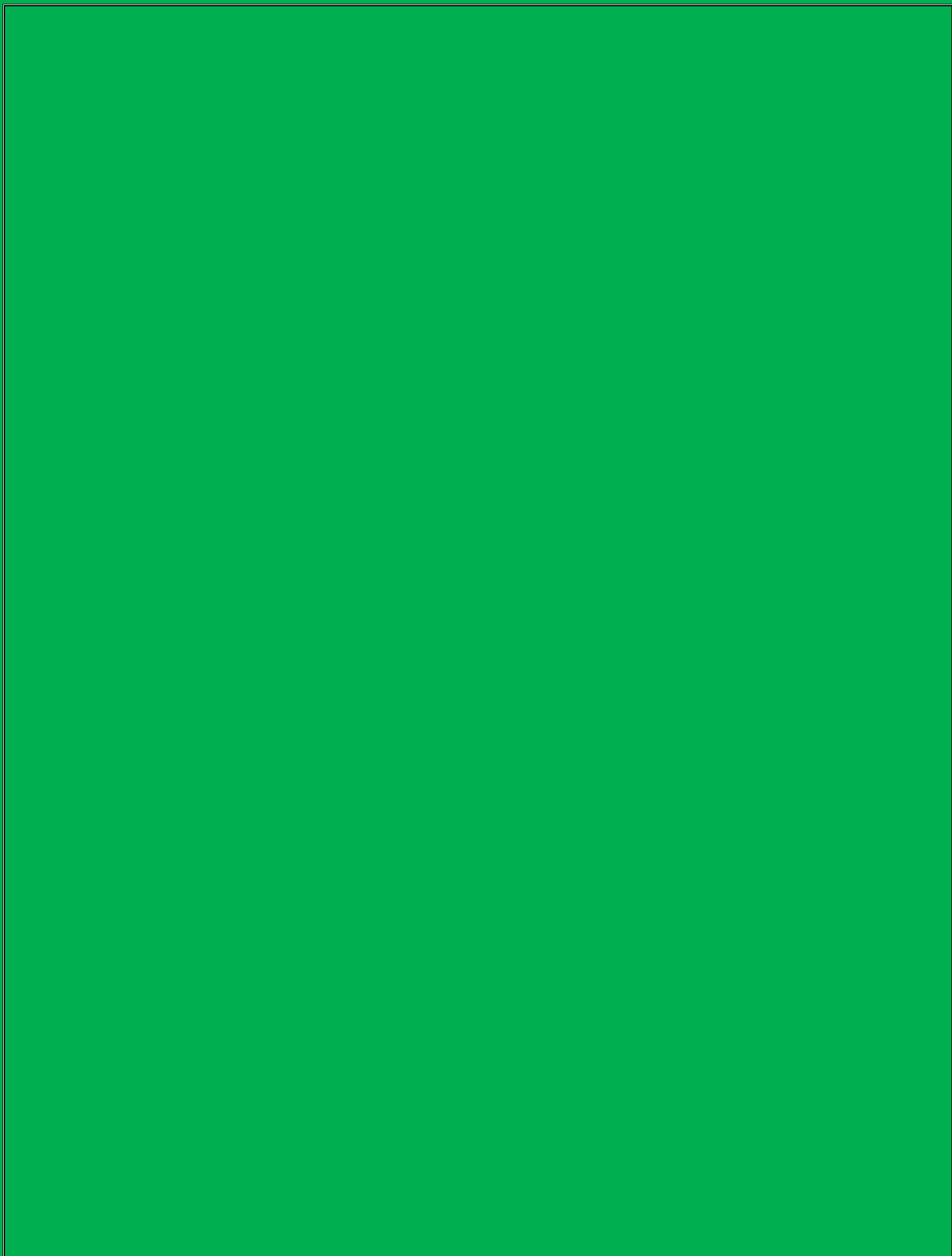
That the Board of Trustees approve contractual fees in an amount not to exceed \$597,824.31 to Tetra Tech, EM, Inc., 3475 East Foothill Boulevard, Pasadena, CA 91107 for grant coordination and completion under College of DuPage management.

Item 9. B. 5) d) City of Chicago Office of Emergency Management and Communications (OEMC) Contractual Fees with Project Manager, Dr. James Hagen

That the Board of Trustees approve contractual fees in the amount of \$60,000 to Project Manager, Dr. James Hagen, 1040 Woodview Road, Burr Ridge, IL 60527 for grant coordination and completion under College of DuPage management.

Item 9. B. 5) e) Consulting, Design and Construction Administration Services for Tennis Court Revisions

That the Board of Trustees approve a contract for consulting, design and construction administration services to Wiss, Janney, Elstner Associates, Inc., (WJE), 330 Pfingsten Road, Northbrook, Illinois 60062 for an amount of \$70,000.00.



COLLEGE OF DUPAGE
REGULAR BOARD MEETING
STANDARD BOARD APPROVAL

1. SUBJECT

Intelligent Learning Platform (ILP)

2. BUDGET STATUS

Funds in the amount of \$120,000.00 are budgeted in the IT Plan #01-90-90111-5304004.

3. BACKGROUND INFORMATION

This represents the purchase of Ellucian's Intelligent Learning Platform solution. This replaces and extends the functionality of Ellucian's Active Campus Portal. Active Campus Portal was acquired from Datatel (Ellucian's predecessor) for \$190,370 in August 2009. The acquisition of Active Campus Portal allowed the College to consolidate the existing student and employee portals into a single configurable portal.

Intelligent Learning Platform will extend the existing portal allowing for presentation of Blackboard classes within the portal and grade submissions from Blackboard into the student system (Colleague) among other improvements. The adoption of Intelligent Learning Platform will improve functionality of the College portal and improve student experience. This purchase includes the software modules, software maintenance and consulting services.

This is being purchased on a non-bid, sole source basis, directly from Ellucian. The purchase of sole source items is exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

4. RECOMMENDATION

That the Board of Trustees approve a contract with Ellucian, 4375 Fair Lakes Ct., Fairfax, VA 22033 for a total expenditure not to exceed \$85,000.00.

SIGNATURE PAGE FOR INTELLIGENT LEARNING PLATFORM (ILP)

ITEM(S) ON REQUEST

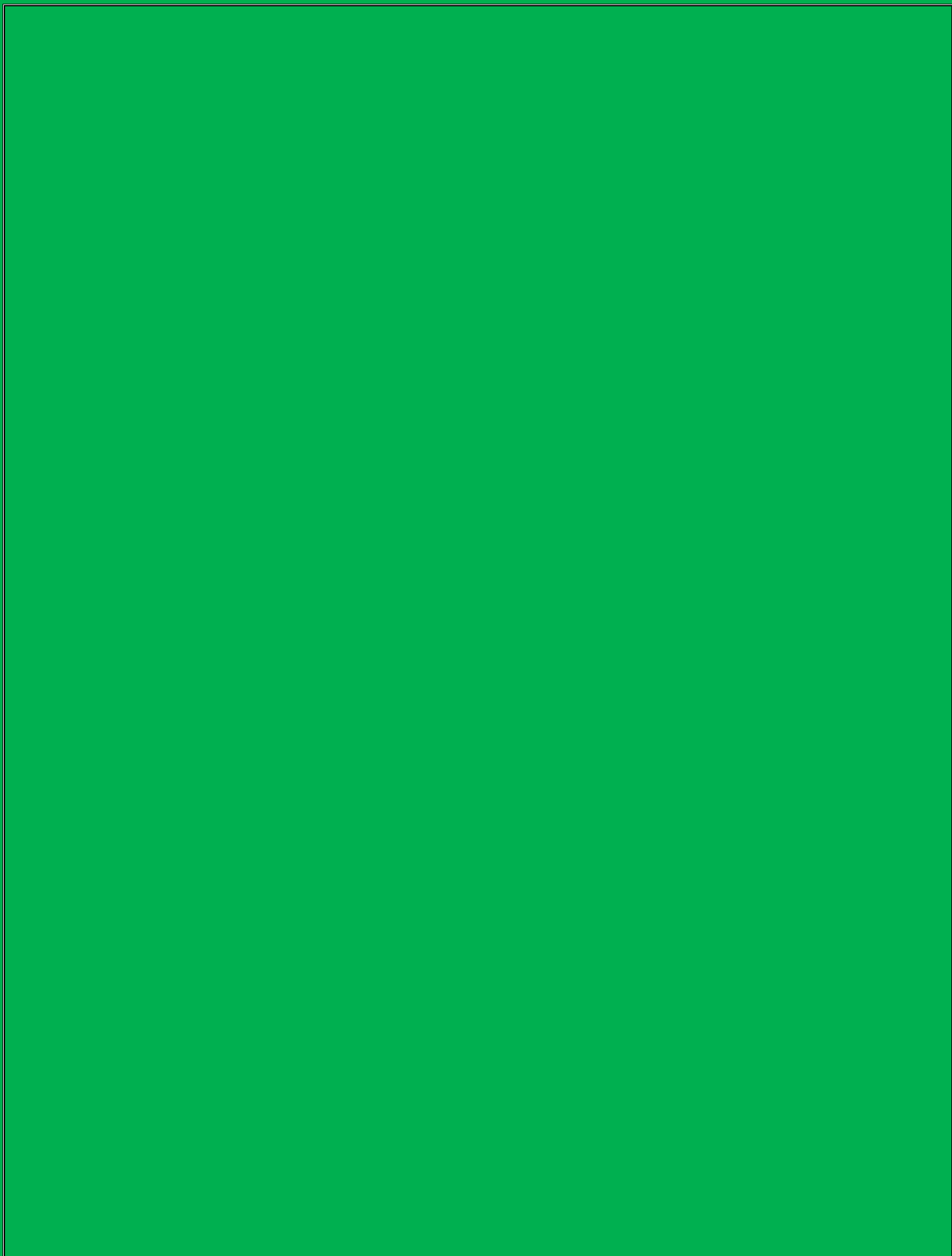
That the Board of Trustees approve a contract with Ellucian, 4375 Fair Lakes Ct., Fairfax, VA 22033 for a total expenditure not to exceed \$85,000.00.

Chuck Currier 11.26.13
Vice President, Information Technology Date

Simon M. Roberts 11-27-13
Director, Business Affairs Date

Thomas J. Hays 11/27/2013
Sr. Vice President, Administration and Treasurer Date

[Signature] 12/4/13
President Date



COLLEGE OF DuPAGE
REGULAR BOARD MEETING
STANDARD BOARD APPROVAL

1. SUBJECT

Project Management Consulting Services with Owner Services Group, Inc.
(OS) Contract Extension.

2. REASON FOR CONSIDERATION

In order to facilitate the completion of various College construction projects, Facilities Planning and Development engaged the services of a contract Senior Project Manager. Owner Services Group has been providing this service through an Agreement dated September 6, 2012. Due to continuation of these construction projects, we are requesting a contract extension through March 31, 2014.

3. BACKGROUND INFORMATION

The Senior Project Manager is an OS employee. He is on campus full-time and works under the direction and supervision of the Director, Facilities Planning and Development.

OS has agreed to extend the on-site Project Management placement services until March 31, 2014. Terms, conditions, and fees all remain the same as those outlined in the agreement executed on September 20, 2012. Owner Services Group will be paid a fee of \$6,304.17 twice per month, which represents 1/24th of the Senior Project Manager's annual salary plus an administrative fee of 1.7%. Given that the College will not be providing direct benefits to the Senior Project Manager, nor be required to pay severance when these projects are completed in mid-2014, this is a reasonable administrative fee, as well as a significant discount off of the OS traditional fee structure.

4. RECOMMENDATION

That the Board of Trustees approves extending the contract with Owners Services Group, Inc. to provide on-site Project Management Consulting Services through March 31, 2014.

SIGNATURE PAGE FOR PROJECT MANAGEMENT CONSULTING SERVICES
WITH OWNER SERVICES GROUP, INC. (OS) CONTRACT EXTENSION.

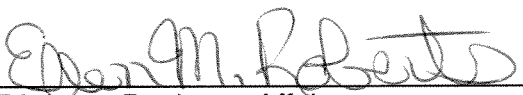
CHANGE ORDERS

ITEM(S) ON REQUEST


That the Board of Trustees approves extending the contract with Owners Services Group, Inc. to provide on-site Project Management Consulting Services through March 31, 2014.



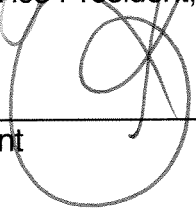
Director, Facilities Planning and Development
12.2.13
Date



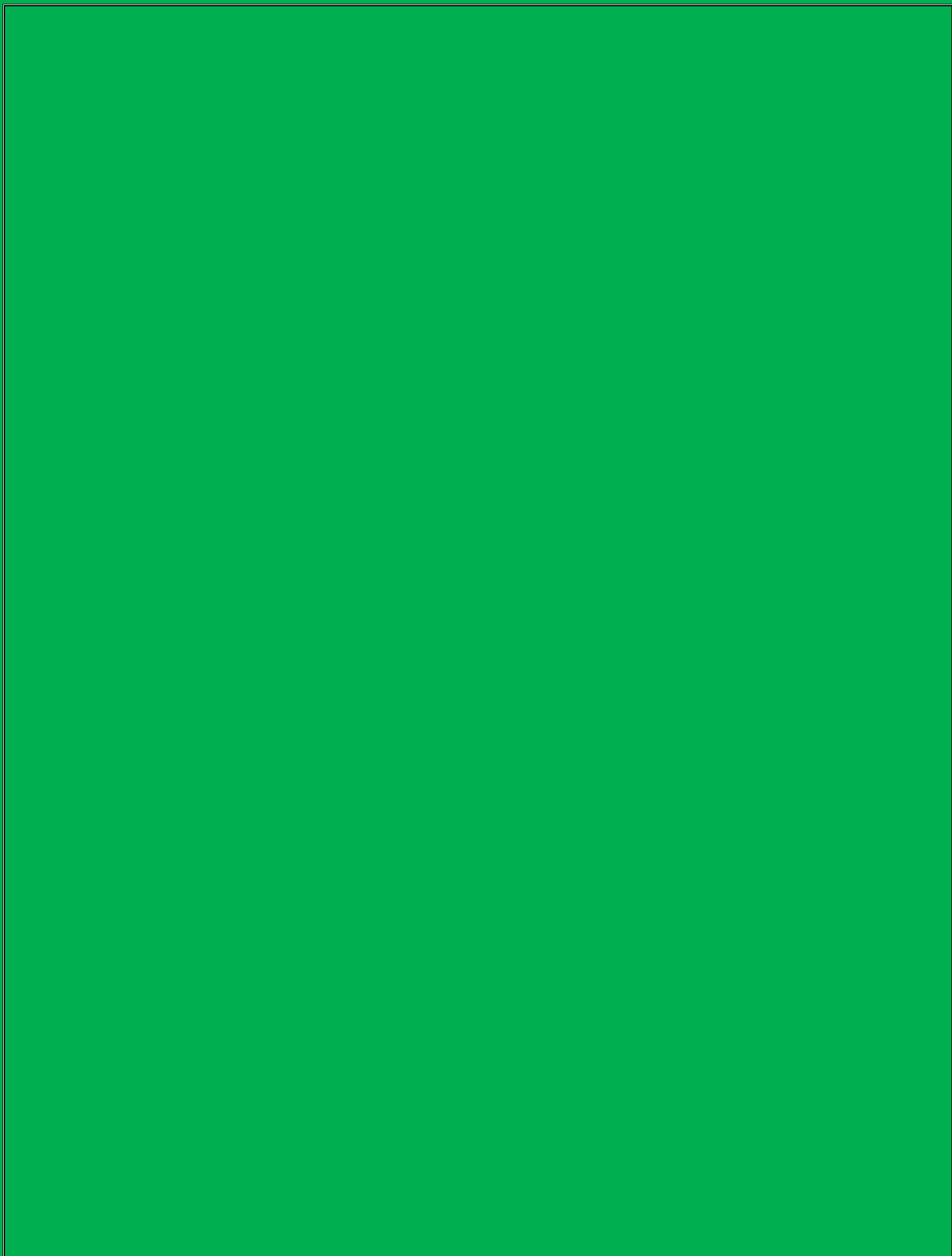
Director, Business Affairs
12-2-13
Date



Senior Vice President, Administration and Treasurer
12/2/2013
Date



President
12/4/13
Date



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

Contractual fees in an amount not to exceed \$597,824.31 to Tetra Tech EM, Inc. for grant coordination and completion under College of DuPage management.

2. **BUDGET STATUS**

College of DuPage is reimbursed directly by the City of Chicago Office of Emergency Management and Communications (OEMC) through the Regional Catastrophic Training and Exercise Grant program, reference no. 13-00281.

3. **BACKGROUND INFORMATION**

In August 2013, College of DuPage was awarded \$744,731.87 to deliver the Regional Catastrophic Training and Exercise Grant program, which is funded by the Federal Emergency Management Agency (FEMA) of the U.S. Department of Homeland Security (DHS) and administered by the City of Chicago Office of Emergency Management and Communications (OEMC). Franczek Radelet was very involved in negotiating the contract between the College and OEMC. College of DuPage will subcontract with Tetra Tech EM, Inc. to deliver the program. Contractual fees to be paid to Tetra Tech EM, Inc., the sole source provider for the fulfillment of the Regional Catastrophic Training and Exercise Grant program in an amount not to exceed \$597,824.31.

This Regional Catastrophic Preparedness Grant Program will increase regional catastrophic planning and response capabilities through training, regional plan creation and functional exercises. The project serves 17 counties and municipalities in three states, and past phase partners include institutions of higher education as well as private sector emergency response and planning firms.

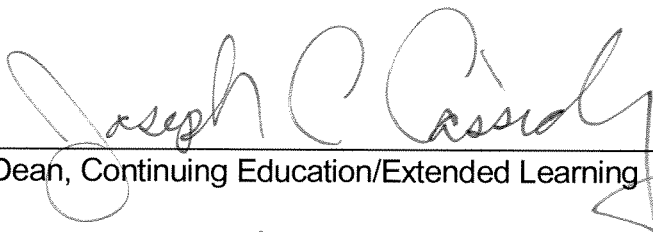
4. RECOMMENDATION

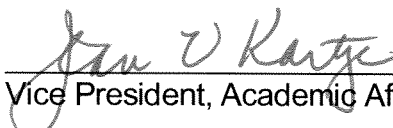
That the Board of Trustees approve contractual fees in an amount not to exceed \$597,824.31 to Tetra Tech EM, Inc., 3475 East Foothill Boulevard, Pasadena, CA, 91107 for grant coordination and completion under College of DuPage management.

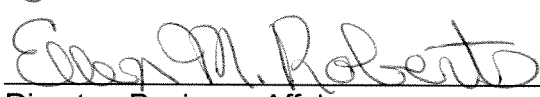
SIGNATURE PAGE FOR CONTRACTUAL FEES IN AN AMOUNT NOT TO EXCEED
\$597,824.31 TO TETRA TECH EM, INC. FOR GRANT COORDINATION AND
COMPLETION UNDER COLLEGE OF DUPAGE MANAGEMENT.

ITEM(S) ON REQUEST

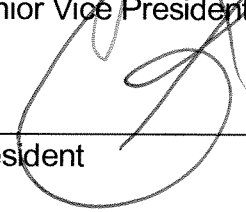
That the Board of Trustees approve contractual fees in an amount not to exceed
\$597,824.31 to Tetra Tech EM, Inc., 3475 East Foothill Boulevard, Pasadena, CA,
91107 for grant coordination and completion under College of DuPage management.

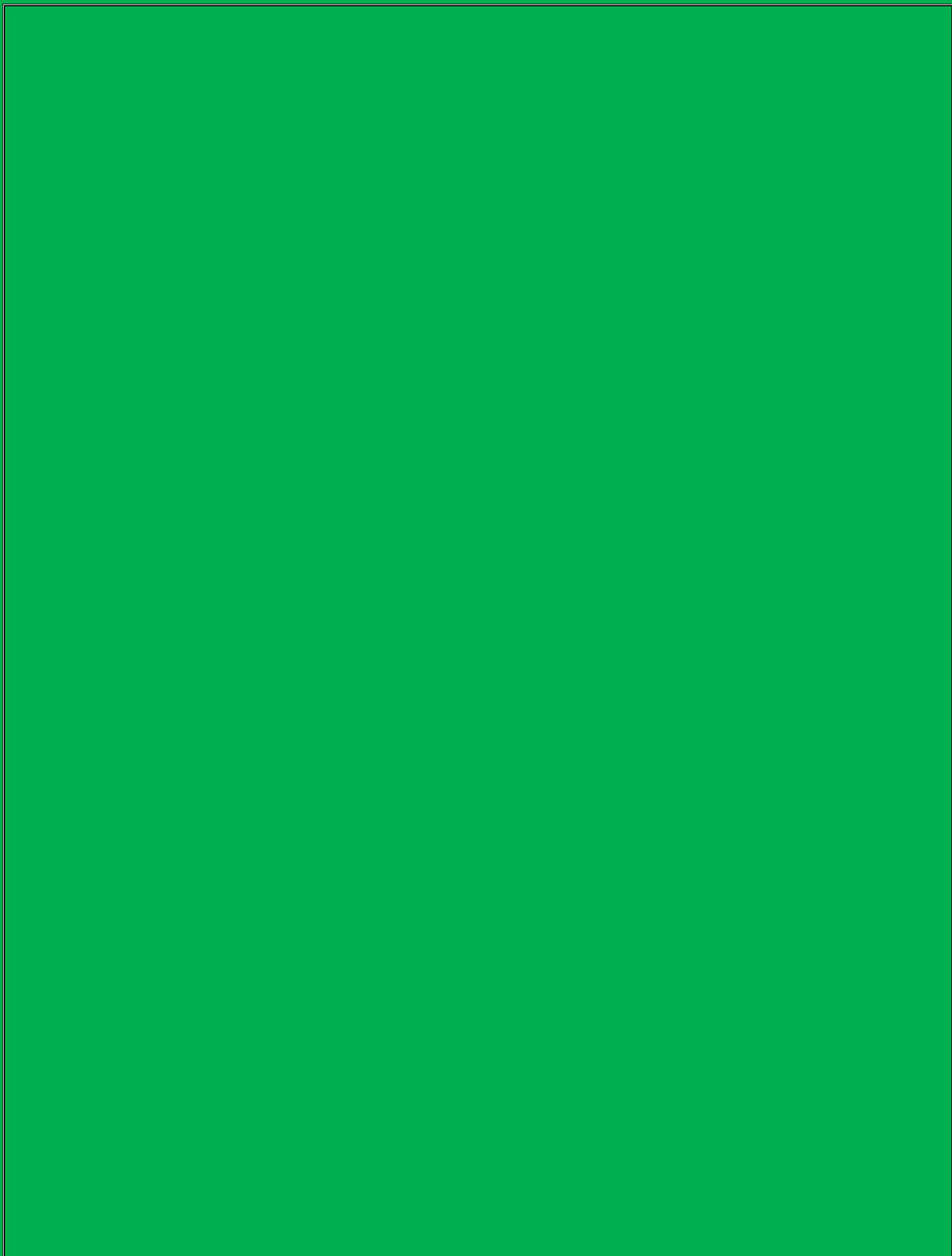

Dean, Continuing Education/Extended Learning
12/2/2013
Date


Vice President, Academic Affairs
12/2/13
Date


Director, Business Affairs
12-2-13
Date


Senior Vice President, Administration and Treasurer
12/2/2013
Date


President
12/4/13
Date



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. SUBJECT

Contractual fees in the amount of \$60,000.00 to Project Manager Dr. James Hagen for grant coordination and completion under College of DuPage management.

2. BUDGET STATUS

College of DuPage is reimbursed directly by the City of Chicago Office of Emergency Management and Communications (OEMC) through the Regional Catastrophic Training and Exercise Grant program, reference no. 13-00281.

3. BACKGROUND INFORMATION

In August 2013, College of DuPage was awarded \$744,731.87 to deliver the Regional Catastrophic Training and Exercise Grant program, which is funded by the Federal Emergency Management Agency (FEMA) of the U.S. Department of Homeland Security (DHS) and administered by the City of Chicago Office of Emergency Management and Communications (OEMC). Franczek Radelet was very involved in negotiating the contract between the College and OEMC. Contractual fees to be paid to Project Manager Dr. James Hagen for the coordination, management and fulfillment of the Regional Catastrophic Training and Exercise Grant program in the amount of \$60,000.00.

This Regional Catastrophic Preparedness Grant Program will increase regional catastrophic planning and response capabilities through training, regional plan creation and functional exercises. The project serves 17 counties and municipalities in three states and past phase partners include institutions of higher education as well as private sector emergency response and planning firms.

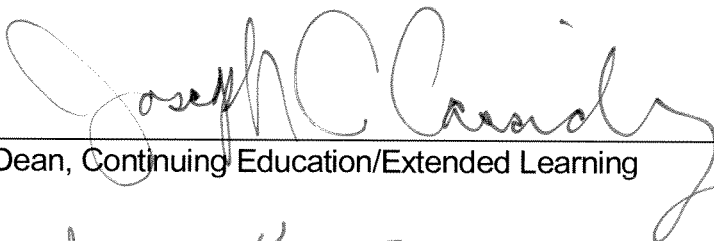
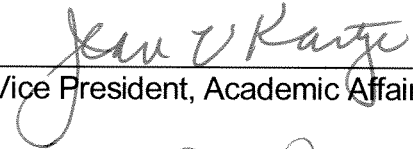
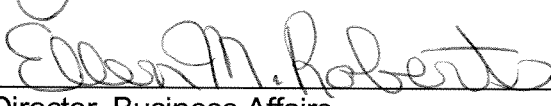
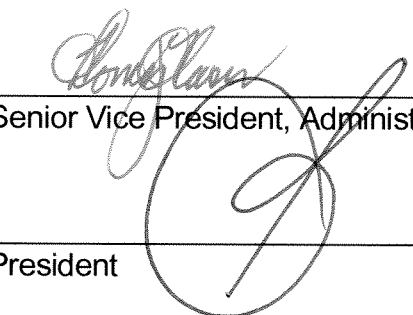
4. RECOMMENDATION

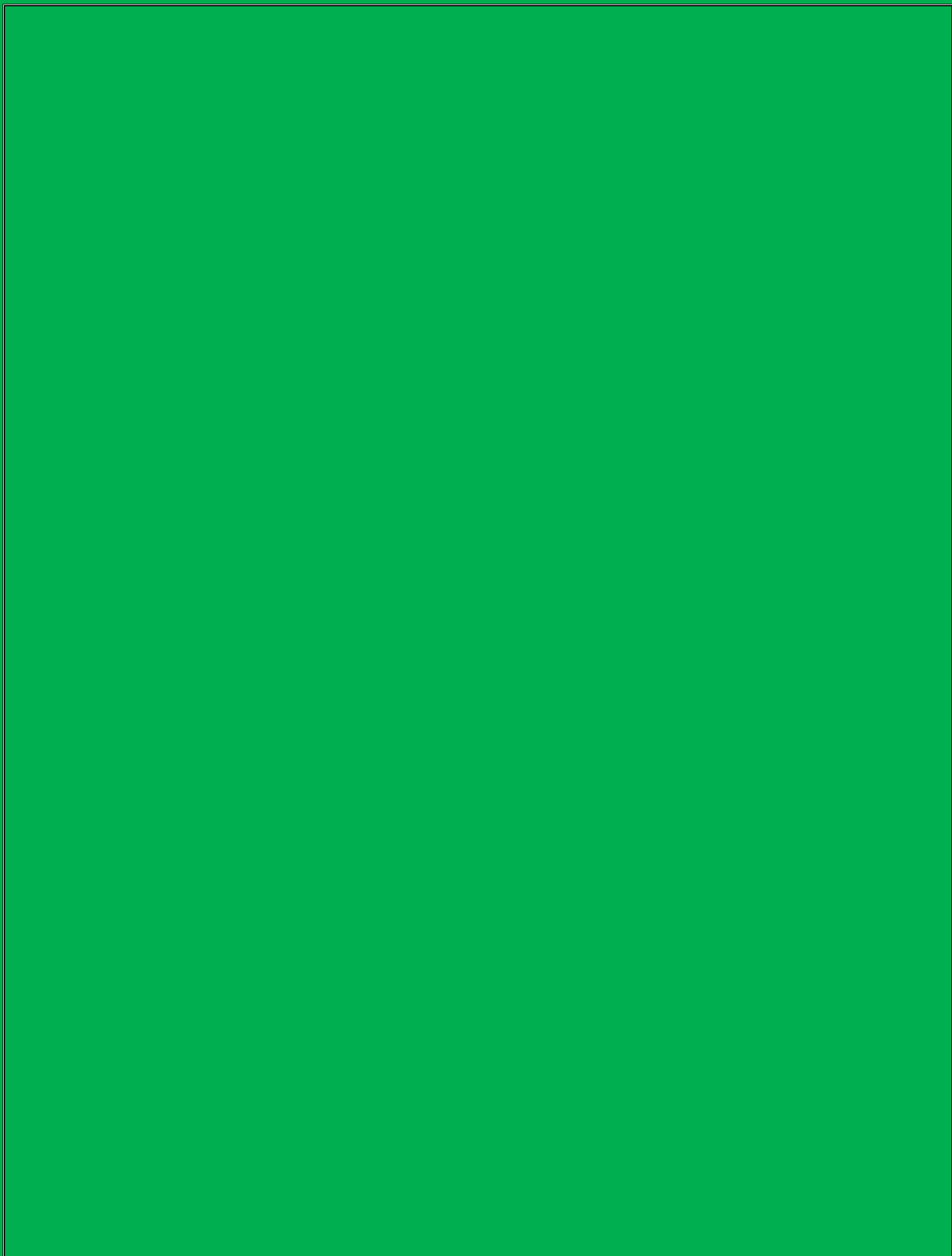
That the Board of Trustees approve contractual fees in the amount of \$60,000.00 to Project Manager Dr. James Hagen, 1040 Woodview Road, Burr Ridge, IL, 60527 for grant coordination and completion under College of DuPage management.

SIGNATURE PAGE FOR CONTRACTUAL FEES IN THE AMOUNT OF \$60,000.00 TO
PROJECT MANAGER DR. JAMES HAGEN FOR GRANT COORDINATION AND
COMPLETION UNDER COLLEGE OF DUPAGE MANAGEMENT.

ITEM(S) ON REQUEST

That the Board of Trustees approve contractual fees in the amount of \$60,000.00 to
Project Manager Dr. James Hagen, 1040 Woodview Road, Burr Ridge, IL, 60527 for
grant coordination and completion under College of DuPage management.

	12/2/2013
Dean, Continuing Education/Extended Learning	Date
	12/2/13
Vice President, Academic Affairs	Date
	12-2-13
Director, Business Affairs	Date
	12/2/2013
Senior Vice President, Administration and Treasurer	Date
	12/4/13
President	Date



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Consulting, Design and Construction Administration Services for Tennis Court Revisions.

2. BUDGET STATUS

Funds for these consulting services are being provided by: Referendum #1 Other Contractual Services Budget 03-90-36811-5309001.

3. BACKGROUND INFORMATION

The Tennis Court Coating System, applied in late 2012, began to delaminate in 2013. Legal Counsel recommended that the College retain an objective consultant to technically analyze the source driver of the failed coating.

In July of 2013, the Facilities Planning and Development Department issued a Request for Qualifications (RFQ) for Consultation Services; specifically seeking nationally recognized firms with forensic experience with coatings, in-house laboratory testing, and civil engineering design services. Of the three qualified engineering firms who responded, Wiss, Janney, Elstner Associates, Inc. (WJE), who has a prior satisfactory relationship with the College, was ranked first as the most qualified to perform this work. They were contracted at a cost of \$28,800 to perform the necessary research, testing and analysis to assist the College in determining the failure.

The College will seek recovery of consultation and repair costs. WJE will aid, as appropriate.

Based on the technical findings, WJE is expected to provide consulting, design and construction administration services, which upon implementation will guarantee a successful court coating system, at the not-to-exceed price as follows:

Design Construction Documents, Bid and Award	\$42,000.00
Construction Administration	\$26,000.00
Estimated Reimbursable	<u>\$2,000.00</u>
Total All Anticipated Services	\$70,000.00

This contract is in compliance with the Local Government Professional Services Section Act 50 ILCS 510/6.

4. RECOMMENDATION:

That the Board of Trustees approve a contract for consulting, design and construction administration services to Wiss, Janney, Elstner Associates, Inc., (WJE), 330 Pfingsten Road, Northbrook, Illinois 60062 for an amount of \$70,000.00.

SIGNATURE PAGE FOR CONSULTING, DESIGN AND CONSTRUCTION
ADMINISTRATION SERVICES FOR TENNIS COURT REVISIONS

ITEM(S) ON REQUEST

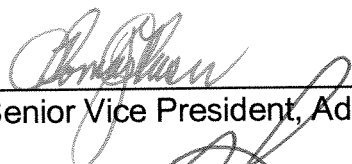
That the Board of Trustees approve a contract for consulting, design and construction administration services to Wiss, Janney, Elstner Associates, Inc., (WJE), 330 Pfingsten Road, Northbrook, Illinois 60062 for an amount of \$70,000.00.

 12.2.13

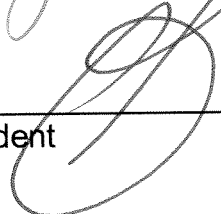
Director, Facilities Planning and Development Date

 12.2.13

Director, Business Affairs Date

 12/2/2013

Senior Vice President, Administration and Treasurer Date

 12/6/13

President Date

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

STANDARD BOARD APPROVAL

1. **SUBJECT**

Personnel Actions.

2. **REASON FOR CONSIDERATION**

Board Action is required to ratify and approve personnel actions for all employees.

3. **BACKGROUND INFORMATION**

- a) Ratification of Managerial Appointments
- b) Ratification of Classified Appointments
- c) Ratification of Administrator Promotions / Transfers
- d) Ratification of Managerial Promotions / Transfers
- e) Ratification of Classified Promotions / Transfers
- f) Ratification of Classified Resignations / Terminations

4. **RECOMMENDATION**

That the Board of Trustees ratifies the Managerial Appointments; Classified Appointments, Administrator Promotions / Transfers; Managerial Promotions / Transfers; Classified Promotions / Transfers; and Classified Resignations / Terminations.

Consent Agenda
Item 9. B. 6)
December 19, 2013

APPOINTMENTS

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
<u>MANAGERIAL</u>					
Jody Kasza	Manager, Employment	Human Resources	12/16/2013	New Hire Full Time	\$96,000
<u>CLASSIFIED</u>					
Alvin Almazar	Front Desk/Night Clerk	Culinary & Hospitality	10/24/2013	New Hire Part Time	\$14,653
Trish Ambrosio	Coordinator – Dual Credit	Academic Affairs	12/09/2013	New Hire Full Time	\$50,000
Keshia Brown	Custodian I	Facilities	01/02/2014	New Hire Full Time	\$24,960
Diana Christopher	Financial Aid Representative	Financial Aid	11/25/2013	New Hire Full Time	\$55,000
Angela Diener	Administrative Assistant III	Regional Centers	01/02/2014	New Hire Part Time	\$14,653
Fanny Diaz-Velazquez	Front Desk/Housekeeping Assistant	Culinary & Hospitality	12/13/2013	New Hire Part Time	\$14,040
Rosalba Fajardo	Custodian I	Facilities	01/02/2014	New Hire Full Time	\$24,960
Daisy Flores	Administrative Assistant III	Regional Centers	01/02/2014	New Hire Part Time	\$15,288
Amber Gardner	Administrative Assistant III	Center for Entrepreneurship	11/26/2013	New Hire Full Time	\$35,360

APPOINTMENTS - Continued

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
<u>CLASSIFIED</u> - continued					
Anne Guenther	Administrative Assistant V	Admissions & Enrollment Services	12/09/2013	New Hire Full Time	\$41,600
Christina McPhail	Library Assistant I	Library – LRC	01/02/2014	New Hire Part Time	\$15,600
Lisa Meyer	Administrative Assistant VI	Information Technology	12/09/2013	New Hire Full Time	\$50,800
Anna Miranda	Library Assistant I	Library – LRC	01/02/2014	New Hire Part Time	\$15,600
Ileana Nava	Administrative Assistant V	Student Affairs	12/02/2013	New Hire Full Time	\$40,248
Charlotte Peczkowski	Receptionist, Dental Hygiene	Health & Sciences	01/02/2014	New Hire Part Time	\$14,560
Maureen Price	Information Center Specialist II	Information Technology	12/03/2013	New Hire Full Time	\$56,160
Thomas Soderquist	Laboratory Assistant III	Health & Sciences	01/02/2014	New Hire Part Time	\$21,840
Lisa Tonak	Custodian I	Facilities	01/02/2014	New Hire Part Time	\$12,480
Maria Victoria Zerrudo	Accounts Payable Team Leader	Financial Affairs	12/09/2013	New Hire Full Time	\$45,760

PROMOTIONS / TRANSFERS

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
<u>ADMINISTRATOR</u>					
Ellen Sutton	Dean, Learning Resources	Learning Resources	12/20/2013	Promotion Full Time	\$137,779
<u>MANAGERIAL</u>					
Jane Schubert	Assistant Manager, Learning Support Services	Learning Commons	10/21/2013	Promotion Full Time	\$54,080
<u>CLASSIFIED</u>					
Laura Ebbole	Grading Support Specialist	Admission & Information Services	11/18/2013	Promotion Full Time	\$39,000
John O'Reilly	Library Assistant I	Library – LRC	01/02/2014	Transfer Part Time	\$14,976

RESIGNATIONS / TERMINATIONS

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>CLASSIFIED</u>					
Chirag Chaudhari	Administrative Assistant III	Regional Centers	10/29/2013	Resignation	0 Yrs. 10 Mos.
Clare Garling	Program Coordinator	Continuing Education	09/20/2013	Termination	10 Yrs. 0 Mos.
Melissa Thomas	Coordinator, Dual Credit	Academic Partnerships	11/05/2013	Resignation	0 Yrs. 1 Mos.

9. CONSENT AGENDA

C. For APPROVAL: Construction-Related Items

- 1) *Ratification* of Construction Change Orders**
 - **Referendum-Related Projects**
 - **Capital Budget Projects**
- 2) *Approval* of Construction Change Orders**
 - **Referendum-Related Projects**
 - **Capital Budget Projects**
- 3) Construction Management (CM) Contract for the Naperville Regional Center Renovation**

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

CONSTRUCTION-RELATED BOARD APPROVAL

1. SUBJECT

Ratification of Construction-Related Change Orders.

2. BUDGET STATUS

Change orders will be funded from the designated project's overall budget and fall within the project's approved budget. All change orders not in excess of \$100,000.00, or 10% of the contract price, have been approved by the Director of Facilities Planning and Development. All single change orders exceeding \$50,000.00 have been approved by the President. All single change orders exceeding \$100,000.00, or 10% of the contract price, require approval by the Board of Trustees. Multiple change orders to a single construction-related contract are allowed up to a cumulative limit of 20% of the original contract price. Multiple change orders exceeding 20% of the contract price require approval by the Board of Trustees.

3. BACKGROUND INFORMATION

Referendum-Related Projects

Errors and Omissions Scope Change: CMC, Pepper #203.

Owner-Requested Scope Change: SRC, Mortenson #050, #057, #060, #061, #062; CMC, Pepper #169, #190, #202, #205, #206, #207, #208; MAC Renovation #035.

Capital Budget Projects

None

4. RECOMMENDATION

That the Board of Trustees ratifies the Construction-Related Change Orders from the attached Summary for December, 2013.

SUMMARY OF RATIFICATION OF CONSTRUCTION-RELATED CHANGE ORDERS

REFERENDUM-RELATED PROJECTS

- **SRC – MORTENSON #050: CREDIT (\$253,508.00).** This credit is the result of unused allowances to complete the SRC corridor project. It included allowances for ductwork cleaning and electrical repairs. *This is an Owner-Requested Scope Change.*
- **SRC – MORTENSON #057: CREDIT (\$27,812.00).** This credit is the result of investigative work that determined the condition of preexisting ductwork, scheduled to be removed, which met or exceeded design specification requirements. This existing duct was cleaned and left in place in lieu of providing new duct and associated labor for installation. *This is an Owner-Requested Scope Change.*
- **SRC – MORTENSON #060.1: \$9,690.00.** This is for the build-out of an interior office space at the request of the Records Department. Costs for this work will be funded via a budget transfer to the SRC project from Student Affairs Contractual Services budget. *This is an Owner-Requested Scope Change.*
- **SRC – MORTENSON #061: \$2,193.00.** This change order is required to furnish and install two Automated External Defibrillator units for the BIC/SRC project. These items were not indicated in the initial contract documents in two locations in Fashion and Library. The request was made by Risk Management to add these two units to meet the Colleges minimum coverage requirements. *This is an Owner-Requested Scope Change.*
- **SRC – MORTENSON #062: CREDIT (\$12,366.00).** This credit is the result of revisions made to the main stairs in the Library. The work includes design modifications from a wood stringer to a prefinished stainless steel trim piece. The steel trim requires less blocking and on-site painting labor. The trim is more compatible with the new handrail and guard rail system. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #169: \$8,588.00.** This change is to rework doors and frames and install additional cable to enable the proximity readers to operate per COD's requirements. This change also includes reprogramming of the fire alarm panel and access control system to enable the doors to operate in fail safe mode per Lisle Woodridge Fire Department's requirements. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #190: \$3,218.00.** This change is to re-install pavers on a nearby site to facilitate the Building M Demolition project and avoid delays. The initial removal of the pavers was previously approved in change order #189. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #202: \$4,066.00.** This change is to furnish and install (3) window shades in the training room to allow for daylight control in the space. *This is an Owner-Requested Scope Change.*

- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #203: \$4,911.00.** This change is to furnish, install, and paint acoustical duct wrap around the ductwork and VAV boxes in the Conference Room to reduce the fan noise in the space. *This is an Errors and Omissions Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #205: CREDIT (\$283.00).** This credit change is the cost difference between the size of the specified electrical housing-box versus what was actually installed in the field. The installed size is adequate and is not required to be replaced. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #206: CREDIT (\$3,543.00).** This credit change is for (9) uninstalled bollards that were included in the initial General Trades package. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #207: \$1,829.00.** This change is to install (1) additional outlet and (2) additional data points in the general office area to connect the student worker desk equipment. *This is an Owner-Requested Scope Change.*
- **CAMPUS MAINTENANCE CENTER (CMC) – PEPPER #208: \$9,960.00.** This change is to furnish and install the conduit and materials required to re-program the existing Blue Ridge Lighting Control panel to the new West campus site lighting controller. *This is an Owner-Requested Scope Change.*
- **MAC RENOVATION – MORTENSEN #035: \$63,270.00.** This change is to add lighting to the roof to illuminate the roof tower. This is an Adjustment to the Construction Manager's Contract. *This is an Owner-Requested Scope Change.*

CAPITAL BUDGET PROJECTS

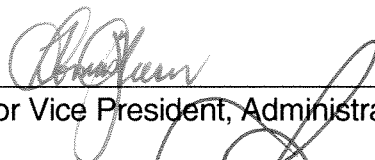
None


SIGNATURE PAGE FOR RATIFICATION OF CONSTRUCTION-RELATED
CHANGE ORDERS

ITEM(S) ON REQUEST

That the Board of Trustees ratifies the Construction-Related Change Orders from the attached Summary for December 2013.

12.2.13
Director Facilities Planning and Development Date

12/2/2013
Senior Vice President, Administration and Treasurer Date

12/4/13
President Date

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

CONSTRUCTION-RELATED BOARD APPROVAL

1. SUBJECT

Approval of Construction-Related Change Orders.

2. BUDGET STATUS

Change orders will be funded from the designated project's contingency and fall within the project's approved budget. All change orders not in excess of \$100,000.00, or 10% of the contract price, have been approved by the Director of Facilities Planning and Development. All single change orders exceeding \$50,000.00 have been approved by the President. All single change orders exceeding \$100,000.00, or 10% of the contract price, require approval by the Board of Trustees. Multiple change orders to a single construction-related contract are allowed up to a cumulative limit of 20% of the original contract price. Multiple change orders exceeding 20% of the contract price require approval by the Board of Trustees.

3. BACKGROUND INFORMATION

Board approval is required due to the change order cumulative total exceeding 20% of the original contract value.

Referendum-Related Projects

Owner-Requested Scope Change: 2013 Site Improvements, V3 Companies #002.

Capital Budget Projects

None

4. RECOMMENDATION

That the Board of Trustees approves the Construction-Related Change Orders from the attached Summary for December 2013.

SUMMARY OF APPROVED CONSTRUCTION-RELATED CHANGE ORDERS

REFERENDUM-RELATED PROJECTS

- **2013 SITE IMPROVEMENTS – V3 COMPANIES #002: \$88,025.75.** Provide additional Civil Engineering and Sitework services including surveys, conceptual and construction designs and construction administration for additional scope of work, added during the calendar year such as: sculpture foundations, parking lot repairs at TEC, SRC entry sidewalk repairs, storm sewer connection at SCC, storm sewer revision at West Campus, along with coordination and oversight of warranty tree replacement program. *These are Unforeseen Conditions and Owner-Requested Scope Changes.*


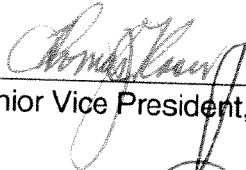

CAPITAL BUDGET PROJECTS

None

SIGNATURE PAGE FOR CONSTRUCTION-RELATED CHANGE ORDERS

ITEM(S) ON REQUEST

That the Board of Trustees approves the Construction-Related Change Orders from the attached Summary for December 2013.

	<u>11-26-13</u>
Director Facilities Planning and Development	Date
	<u>12/2/2013</u>
Senior Vice President, Administration and Treasurer	Date
	<u>12/4/13</u>
President	Date

COLLEGE OF DUPAGE
REGULAR BOARD MEETING

STANDARD BOARD APPROVAL

1. SUBJECT

Construction Management (CM) Contract for the Naperville Regional Center Renovation.

2. BUDGET STATUS

Funds are being provided by Bond Referendum #2 as follows:

Project	C.M.	Funding	Planned Project Budget
Naperville Regional Center	Pepper Construction	03-90-36808-5803001	\$480,791.00

3. BACKGROUND INFORMATION

A need has been determined and education specifications have been developed for renovating the facility to support the current and future needs of the Naperville Regional Center. The first floor will be reconfigured to create more usable open area and student spaces. The building will include five general classrooms, two computer labs, and five additional classrooms dedicated to English, Speech, and Science, which will allow COD to expand the number of classes currently offered. The mechanical, electrical, plumbing, fire sprinkler, audio visual, and security systems will be evaluated and updated to meet the College's current standards. The front entrance will be redesigned for a more defined, welcoming entryway, as well as for ADA compliance. The Naperville Regional Center Renovation has an estimated total project cost of \$6 million dollars. The renovation will enable COD to address the immediate and future needs of the Naperville building users.

Pepper Construction has developed a successful relationship with the College during the development and construction of the CMC. As a result of this successful project, we are recommending award of this contract to Pepper.

Pepper fees compare favorably to fees charged by other construction management firms with which the College has enjoyed productive relationships and are consistent with industry norms. Based on the amount of work currently under way on campus,

and on the positive experience with other educational projects on campus and their fees, Pepper was selected as the most qualified firm.

Pepper Construction – Naperville Regional Center:

Costs

Pre-Construction Services	\$32,159	.71%
Construction Management Fee	\$134,755	2.99%
General Conditions	\$266,227	5.92%
Insurance	\$47,650	1.06%
Total	<u>\$480,791</u>	<u>10.7%</u>

This purchase complies with State Statute, Board Policy and Administrative Procedures. The purchase of services of individuals possessing a high degree of professional skill are exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

4. RECOMMENDATION

That the Board of Trustees approves a contract for Construction Manager Services for the Naperville Regional Center with Pepper Construction, 411 Lake Zurich Road, Barrington, IL 60010 for a total not to exceed expenditure of \$480,791.00, including reimbursable expenses.


SIGNATURE PAGE FOR CONSTRUCTION MANAGER CONTRACT FOR THE
NAPERVILLE REGIONAL CENTER

ITEM(S) ON REQUEST

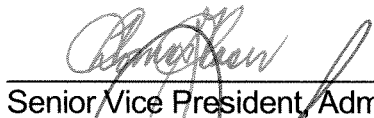
That the Board of Trustees approves a contract for Construction Manager Services for the Naperville Regional Center with Pepper Construction, 411 Lake Zurich Road, Barrington, IL 60010 for a total not to exceed expenditure of \$480,791.00, including reimbursable expenses.

 12.13.13

Director, Facilities Planning & Development Date

 12/13/13

Director, Business Affairs Date

 12/14/2013

Senior Vice President, Administration and Treasurer Date

 12/16/13

President Date

10. NEW BUSINESS

A. For INFORMATION

- **None**

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

NEW BUSINESS INFORMATION

There is no New Business Information this month.

10. NEW BUSINESS

B. For APPROVAL

- **None**

COLLEGE OF DuPAGE
REGULAR BOARD MEETING
NEW BUSINESS APPROVAL

There is no New Business for Approval this month.

11. Trustee Discussion Items

12. ANNOUNCEMENTS

A. Communications

B. Calendar Dates

Campus Events

- **Thursday, January 23, 2014**
Regular Board Meeting
SSC-2200 ~ 7:00 p.m.

Regular Board Meeting Agenda
December 19, 2013

13. ADJOURN