

Johnson County Community College
Committee of the Whole
Monday, June 28, 2021
8:30 a.m.
Zoom Webinar

Agenda

8:30 Information Updates:

- Stimulus presentation – Rachel Lierz, Associate VP, Financial Services/CFO
- Adjustment and timelines of process under SB13 – Rachel Lierz, Associate VP, Financial Services/CFO

9:25 Policy Recommendations:

- Recommendation: Disposition of Surplus Property Policy 215.07 – Mike Neal
- Recommendation: Financial Aid Policy 313.01 – Randy Weber
- Recommendation: Suspension Demotion and Termination Policy 415.08 – Leslie Hardin
- Recommendation: Suspension Demotion and Termination Appeal Policy 416.01 – Leslie Hardin
- Recommendation: Employee Complaint Policy 421.01 – Leslie Hardin
- Recommendation: Dating and Relationship Policy 423.02 – Leslie Hardin
- Recommendation: Weapons Policy 660.00 – Mike Neal

9:40 Monitor Business Services: Single Source Purchase report: Review monthly purchasing report – Janelle Vogler, Associate Vice President, Business Services

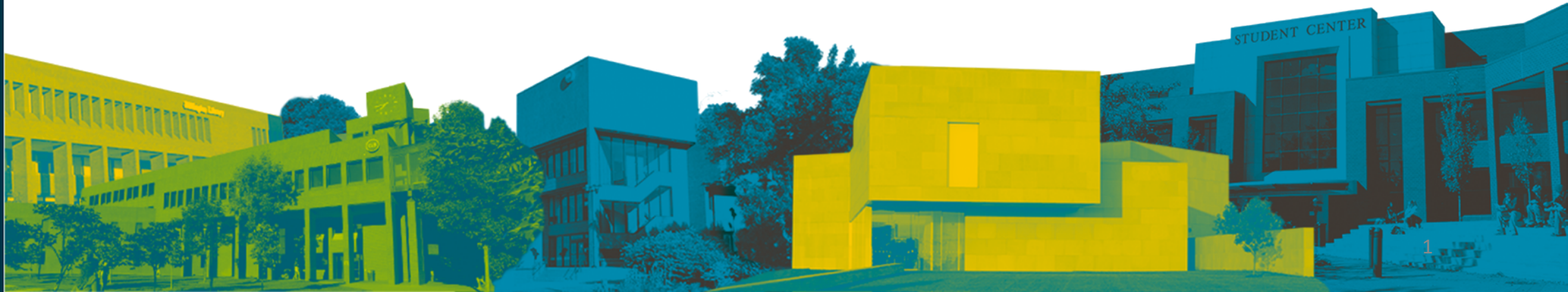
- Recommendation: Ellucian
- Recommendation: Sirius Computer Solutions
- Recommendation: Apple
- Recommendation: KanREN
- Recommendation: McConnell and Associates (MAC)
- Recommendation: Scott Rice/Steelcase

9:55 Monitor Business Services: Bid/RFP Review – Janelle Vogler, Associate Vice President, Business Services

- Bid/RFP Summary Report
- Contract Renewals
- Recommendation: Parking Garage Repairs, Bid 21-076
- Recommendation: Cyber Security Assessment Training Program, RFP 21-037
- Recommendation: On-Call Architectural Services, RFP 21-062
- Recommendation: On-Call Carpentry Services, RFP 21-063
- Recommendation: On-Call Civil Engineering Services, RFP 21-064
- Recommendation: On-Call Codes Consulting & Building Inspection Services, RFP 21-065
- Recommendation: On-Call Electrical Repair & Installation Services, RFP 21-066
- Recommendation: On-Call Landscape Architect & Design Consultant Services, RFP 21-067
- Recommendation: On-Call Mechanical, Electrical, Plumbing (MEP) Engineering Services, RFP 21-068
- Recommendation: On-Call Structural Engineering Services, RFP 21-069
- Recommendation: On-Call Painting and Wall Covering Services, RFP 21-070
- Recommendation: On-Call Plumbing Services, RFP 21-071
- Recommendation: On-Call Roof Consulting Services, RFP 21-072
- Recommendation: On-Call Parking Garage Consulting Services, RFP 21-073

Stimulus Funds Update

Committee of the Whole
June 28, 2021

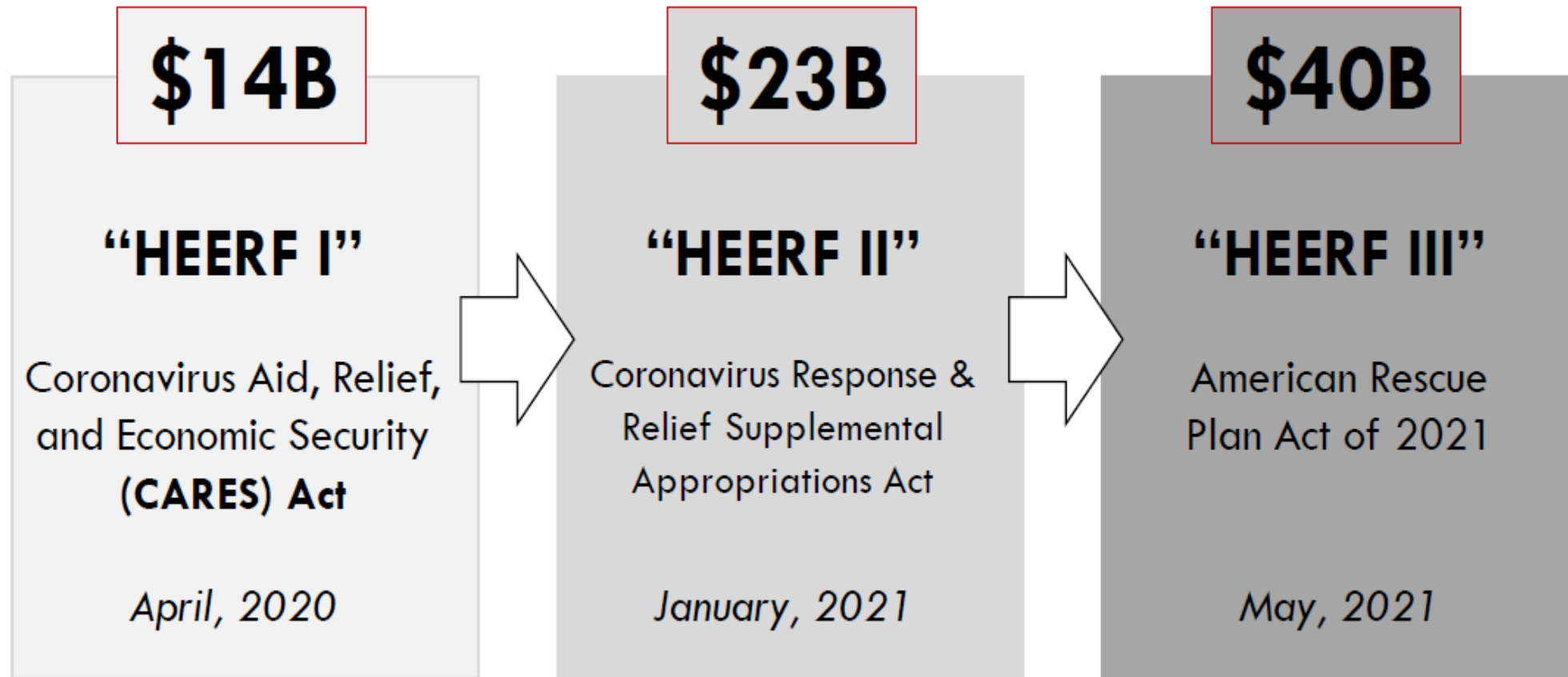


- Since April 2020, JCCC has been awarded approximately \$40 million in grant funds related to the COVID-19 pandemic from Federal, State and County sources
- President's Cabinet and staff from various campus departments responsible for identification and prioritization of expenditures and administration of grant requirements
- Expenditures are subject to audit and reporting requirements
<https://www.jccc.edu/admissions/financial-aid/consumer-information/cares-act-reporting.html>

Strategic Prioritization and Spending

1. Full utilization of Student funds
2. Short-term or one-time needs
 - Safety & physical spaces, including personal protective equipment (PPE) such as masks, plexiglass, cleaning supplies, UV light sanitation for air handling units
 - Technology supporting remote learning and work environments
 - Lost revenue reimbursements
3. Longer-term or ongoing initiatives that address student success
 - Programs that support enrollment
 - Support for student basic needs, technology & financial assistance

Higher Education Emergency Relief Fund "HEERF"



Coronavirus Aid, Relief and Economic Security Act “CARES” – HEERF I

- Awarded in April 2020 through the Higher Education Emergency Relief Fund “HEERF” based on US Department of Education allocation formula
- \$5,080,285
 - 50% Student Portion = \$2,540,143 required for emergency grants to students for expenses related to the disruption of campus operations due to coronavirus
 - 50% Institutional Portion = \$2,540,142 required to cover costs associated with significant changes to the delivery of instruction due to coronavirus
- Twelve- month expenditure period / fully spent

- Awarded in January 2021 through the Higher Education Emergency Relief Fund “HEERF II” based on US Department of Education allocation formula
- \$11,797,233
 - Student Portion = \$2,540,143 (same amount as CARES) required for emergency grants to students for eligible cost of attendance expenses such as food, housing, course materials, technology, health care, childcare; prioritizing exceptional need
 - Institutional Portion = \$9,257,090 to defray expenses associated with coronavirus, including lost revenue, or to make additional grants to students
- Twelve- month expenditure period / fully spent

American Rescue Plan Act “ARPA” – HEERF III

- Awarded in May 2021 through the Higher Education Emergency Relief Fund “HEERF III” based on US Department of Education allocation formula
- \$21,086,325
 - Student Portion = \$10,667,371 required for emergency grants to students for eligible cost of attendance expenses such as food, housing, course materials, technology, health care, childcare
 - Institutional Portion = \$10,418,954 to defray expenses associated with coronavirus, including lost revenue, or to make additional grants to students
- Requires implementation of evidence-based practices to monitor & suppress COVID, and direct outreach to financial aid applicants
- Twelve-month expenditure period

Strengthening People and Revitalizing Kansas “SPARK”

- Awarded in August 2020 through the SPARK task force and Kansas Board of Regents to enable community & technical colleges to deliver instruction and prepare for campus operations in Fall 2020 semester. Expenditures related to COVID & not previously budgeted.
- \$1,012,491
 - Uses included:
 - Expanded server capacity to support online instruction
 - Computer hardware and software
 - Campus signage and PPE
 - Instructional supplies – science lab kits for students
- Grant period ended December 31, 2020 / fully spent

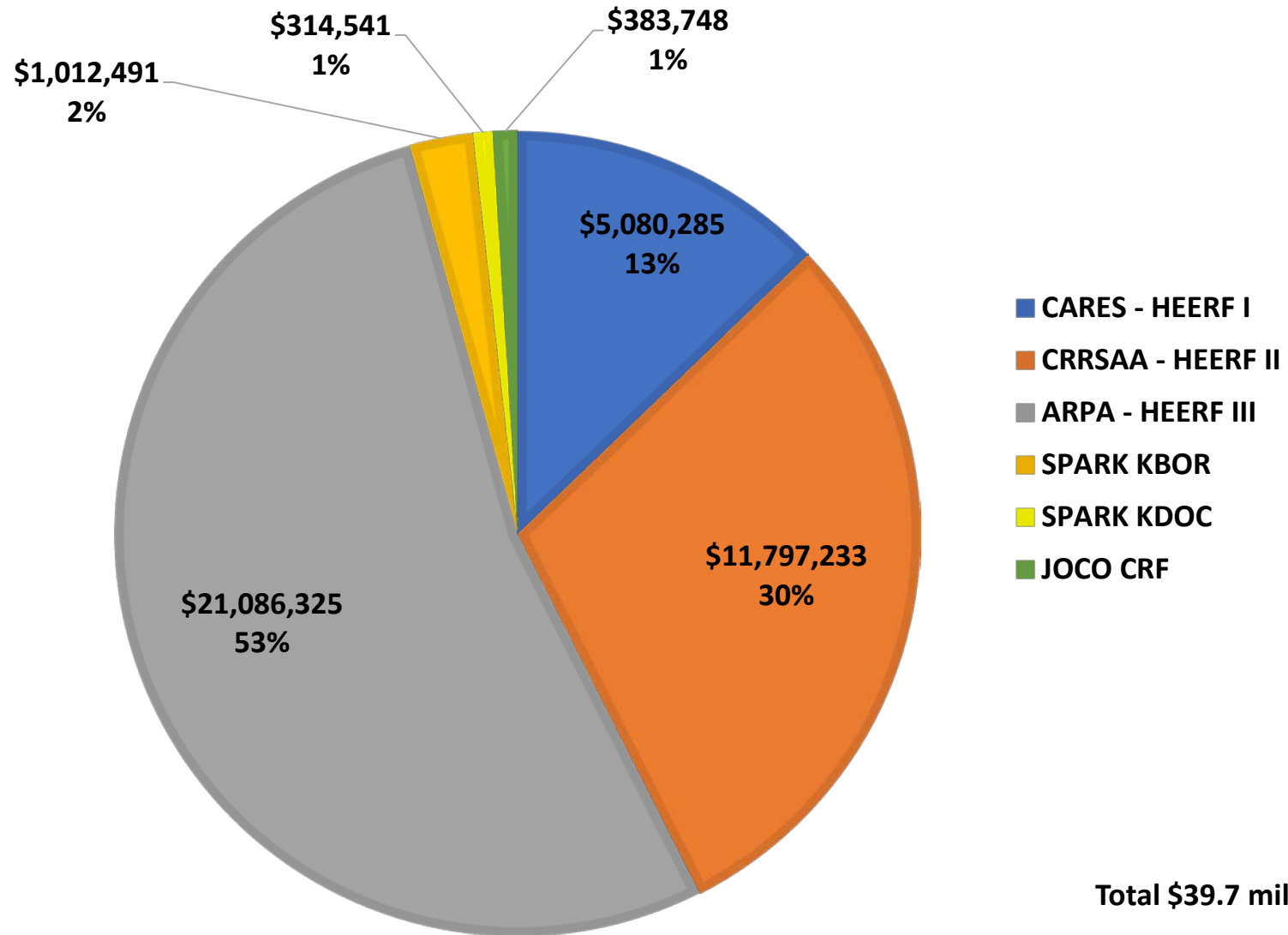
Strengthening People and Revitalizing Kansas “SPARK”

- Advanced Manufacturing Grant
- Awarded in October 2020 through the SPARK task force and Kansas Department of Commerce to support the needs of the advanced manufacturing industry in Kansas by focusing on reskilling or upskilling individuals affected by COVID to meet economic sector needs in high wage, high demand occupations
- \$314,541
 - Grant funds were used to purchase equipment for Credit and Continuing Education courses in Automation Engineering Technology
 - Grant period ended March 15, 2021 / fully spent

Johnson County Coronavirus Relief Funds "CRF"

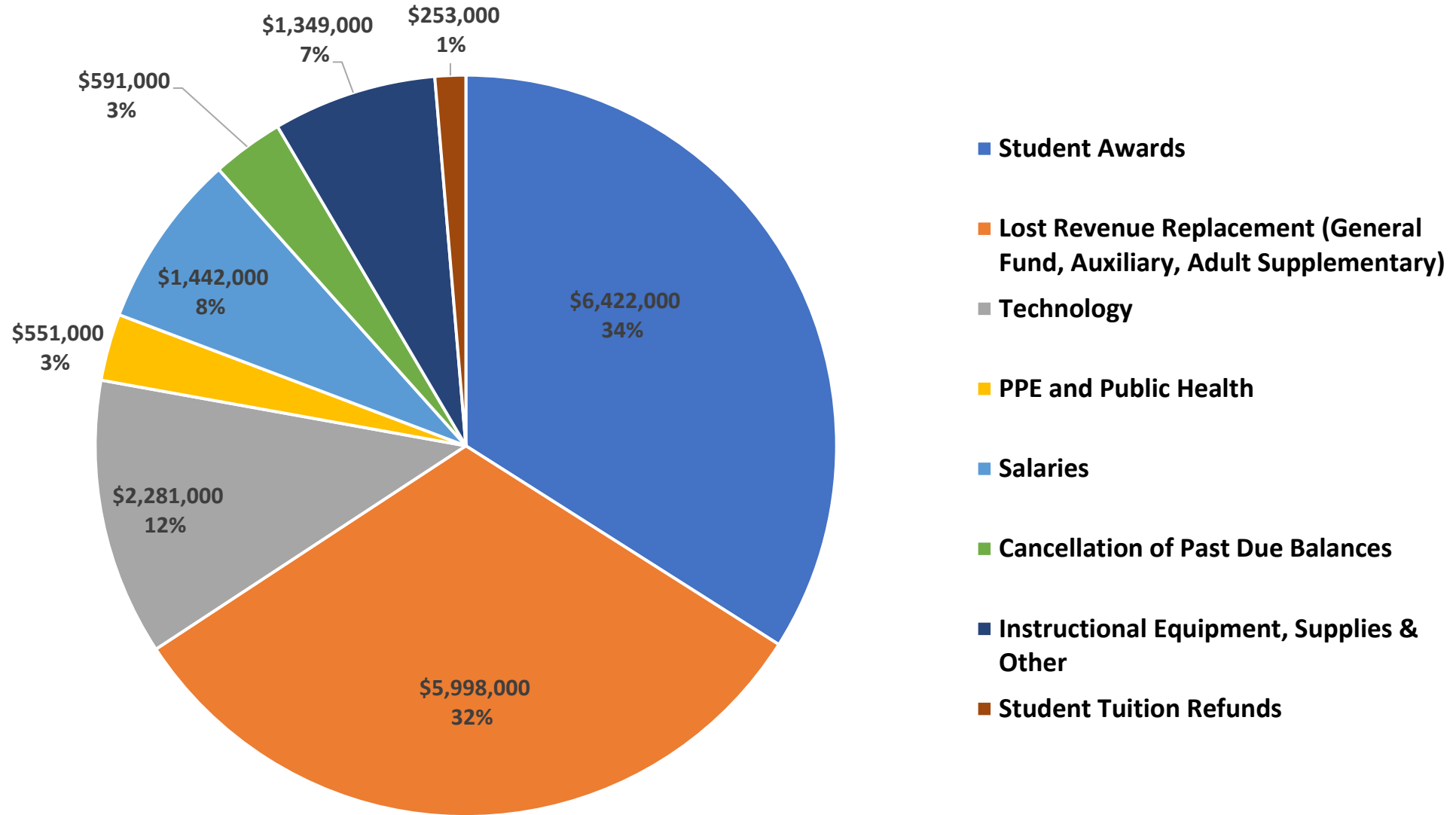
- Awarded in September 2020 to local governments & schools in Johnson County to reimburse costs related to COVID that were not previously budgeted or covered through another funding source
- \$383,748
 - Uses included:
 - Student laptops
 - Contactless ordering system for campus dining
 - Air handling unit sanitation
 - Contactless check out system for Billington Library
 - 100 temperature scanning stations
- Grant period ended December 31, 2020 / fully spent

Stimulus Funds Awarded to JCCC by Source



Total \$39.7 million

Summary of Spending by Category



HEERF Examples of Institutional Portion Spending for Students

- Used approximately \$600,000 of Institutional funds to cancel unpaid balances for over 1,100 student accounts from the Spring 2020, Summer 2020 and Fall 2020 semesters totaling so that students can re-enroll or obtain transcripts
- Used over \$1.3 million of Institutional funds to make additional student awards to credit and continuing education students
- A note from Bursar's Office staff (April 2021): *"I had the pleasure of telling a student yesterday that he had received a HEERF grant. He was extremely happy! Sounded like he had lost his job due to COVID and has kids. It's not often that we get to deliver good news".*

- JCCC distributed **\$6,243,750** in emergency grants to credit students from Spring 2020 thru Spring 2021
- 4,028 applications were submitted
- **5,708** Students were awarded either through block awards or application
- Awards ranged from \$250 to \$2,000 (average award was \$1,000)
- Award amounts were based on FAFSA (Estimated Family Contribution) and Enrollment Status
- Funds could be used to cover Tuition & Fees, Books, Child Care, Transportation, Housing & Food, Technology and other Personal Expenses

HEERF I and II Student Emergency Funds – Examples of Student Feedback

- **Bailee, age 28, Liberal Arts** – *“I wanted to take the time to say thank you a million times! I also wanted to share with you how very grateful I am, and how God has used you and JCCC to help.”*
- **Eliud, age 32, Marketing Management** – *“Thank you, Thank you, Thank you. God Bless You and thank you again!”*
- **Angela, age 57, Cosmetology** – *“That's great news, because I can use it. And thank you.”*

HEERF III Student Emergency Funds

- JCCC was awarded \$10,667,371 in May 2021 (this is 50% of the HEERF III total award)
- Applications for Summer 2021 term are currently being accepted
- Awards will range from \$250 to \$2025 for Summer
- Award amounts are based on FAFSA (Estimated Family Contribution) and Enrollment status
- Strategy is being developed for Fall 2021 and Spring 2022 terms

On Campus Technology – Del Lovitt, Interim Chief Information Officer

TECHNOLOGY

Project/Activity	Outcomes
Dining Mobile App	Hardware & software for mobile app to place remote orders with Dining Services
Classroom/Teaching Environment	HD pan/tilt cameras for Hospitality Management and Fashion Design programs Voice Amplifiers to carry voice with masks Document cameras to integrate with Zoom and Yuja systems Disposable headsets for lab usage Web cameras, microphones for classrooms and resource centers Point/tilt cameras and ceiling microphones for CIS/IT and Industrial Tech programs Annotation tool for instructors
Administrative/Office Updates	Cubicle doors for social distancing and privacy Headsets for Call Centers Audio Mixer equipment for live streamed Webinars

Total \$430,000

Off Campus Technology

Project/Activity	Outcomes
Student Loaner Laptops	74 Laptops/devices with bags for credit student checkout 250 Chromebooks for JCAE student checkout
Faculty and Staff Equipment	121 Desktop and Conferencing Monitors 377 Laptops/mobile devices Additional cables and cords for Remote /Campus Desk set up
Software/Licensing	Adobe Creative Cloud Student Licenses GradLeaders Virtual Job Fair functionality for Career Development Center Site license for Yuja Proctoring and additional storage for YuJa RECAST Software to manage individual devices anywhere TeamViewer Remote desktop software for maintenance of computers Expanded Adobe Sign for Enterprise Transactional Zoom Webinar licensing increase to 11 licenses

Total \$1.1 Million

Network Technology

Project/Activity	Outcomes
Verizon Mobile Hotspots	Internet network connections for students, faculty and staff with limited network options
Virtual Machine Storage	Additional datacenter resources for VMs for CIS/IT classes
Server Expansion	Additional Compute Capacity to support online courses for students
NetLab Expansion	CISCO IT NetLab Expansion

Total \$315,000

- Laptops for CLEAR PROGRAM – allows each student to have individual laptop for project and classroom use
- UbiDuo – translating equipment that allows seamless communication between deaf students and faculty/staff while maintaining safe distancing
- iPads – expedites wait time for students while streamlining visit with counselor and allowing safe distancing
- Student Basic Needs Center
 - Provided 153 laptops to students in need
 - Provided 60 Hotspots to students in need

Student Programs

- Summer 2021 Boot Camp – equips incoming high school students with tools for college success. These skills, for many students, were lost due to fluctuating learning environments during the pandemic.
- Student Basic Needs Center – distributed funds to students in need as a result of COVID related job loss or hours reductions.

Student Financial Assistance – MargE Shelley, Dean of Enrollment Services

- COLL 200 Success Strategies – tuition scholarships awarded for the class to help students better make the transition to college following a year in which some students have experienced lower academic achievement and higher mental health issues:
 - Students in the S.O.S. Program
 - Student in the TIPS Program
 - Student who need remediation on academic skills and adjustment to higher education expectation
- COVID continues to create hardships for students leading to delayed academic goals. Funding Prior Learning Assessment (PLA) fees allows students to progress toward earning college credit in lieu traditional college courses.


Goals:

- Serve **unemployed** individuals in securing employment and **underemployed** in securing increased salaries/promotions
- Provide training to **businesses impacted** by the pandemic to upskill existing employees in order to increase revenue, efficiencies and/or jobs
- Eliminate cost as a barrier to accessing the continuing education needed to gain employment and upskill the workforce.

CONTINUING EDUCATION TRAINING AWARD

JCCC Continuing Education has funding available to eligible students. These funds may cover up to 100% of your tuition for CE courses!

Browse our online catalog at www.jccc.edu/ceandme



ARE YOU UNEMPLOYED OR UNDEREMPLOYED? ARE YOU LOOKING FOR A BETTER JOB?

Whether you need to reskill or upskill, JCCC Continuing Education is here to help you enhance your résumé and increase your value in the workplace.

You could be eligible for up to \$10,000 in training per calendar year.

HOW DO I QUALIFY?

You must:

- Be unemployed **OR**
- Have a FAFSA EFC of 14000 or lower **AND**
- Be a resident of Kansas or Missouri

BUSINESSES CAN QUALIFY TOO.

Has COVID-19 impacted your business?

Your business could qualify for up to \$25,000 in employee training per calendar year.

To qualify, your business must:

- Demonstrate the impact of COVID-19
 - Examples of proof of impact:
 - PPP Loan
 - EIDL Loan
 - Employee Layoffs
 - Employee Furloughs
 - Revenue Decline of at least 20% **OR**
 - Be approved by the JoCo Works program

APPLY TODAY! IT'S EASY!

Your application can be approved in as little as one day.

Request an application by emailing CECARES@jccc.edu

THANKS TO OUR PARTNERS

Continuing Education Training Awards are generously funded through a variety of sources, including:

- U.S. Department of Education Higher Education Emergency Relief Funds
- JoCo Works, Workforce Partnership, and Johnson County
- JCCC Foundation

Continuing Education Workforce Training

- In March 2021, Department of Education determined that HEERF funds can be used to support non-credit, Continuing Education students and initiatives.
- Prior to March 2021, CE assisted students in securing JoCo Works funding from Johnson County.

October 2020-March 2021:

Enrollments: 492 individuals

740 employees from 36 companies

Revenue: \$684,148

Continuing Education Training Awards

- CE Training Awards (available since April 2021):

Enrollments: 79 individuals
 264 employees from 26 companies
Revenue: \$168,251

Program Area	Percent of total registrations funded
Computer Applications and IT	48%
Professional Education	17%
Business & Leadership	14%
Commercial Driver's License	9%
Health & Human Services	7%
Trades	3%
Misc	2%

Continuing Education Institutional Awards (approved to date)

- **Paraprofessionals in Summer Youth classrooms: \$17,500**

Fund paraprofessionals in all in-person youth courses to assist with check in/out, wellness checks, and temperature checks, allowing our classroom instructors to focus solely on their content and student questions/feedback.

72 courses with a potential maximum of 976 students.

- **New ECG and Phlebotomy equipment: \$33,708**

New equipment to replace aging, out-of-date ECG and phlebotomy equipment currently used in our programs. Updated equipment will be more closely aligned with what students will see during their clinical rotation as well as when working in the industry, allowing our program to better prepare students for employment.

- **Advanced Electrical Trainers (6 PLC Trainers): \$108,000**

New equipment to support continual requests received for training in this area. The equipment works with current VFD equipment purchased through a grant this year, providing the students with better training overall. Provides students the ability to learn on current automation equipment that will directly impact their performance in the workplace.

Next Steps

- Assess what has worked well and what hasn't in the remote learning and work environment
- Understand the costs of sustaining technology and physical infrastructure
- Maintain longer term focus on student success
 - Electronic academic plans
 - Vaccine Champion College initiatives

Summary

- Over 1/3 of stimulus funds spent to date have been directed to students in the form of emergency grants, tuition refunds or write-off of past due balances
- Funding used for personal protective equipment and other public health initiatives has helped create a safe campus environment for faculty, staff and students
- New HEERF III funds can be utilized for student emergency grants and to fund longer-term initiatives

Update
Senate Bill 13/House Bill 2104

Committee of the Whole

June 28, 2021

SB 13/HB 2104 Subject & Status

- Establishing notice and public hearing requirements prior to approval by a governing body to exceed its revenue neutral rate for property tax purposes and discontinuing the city and county tax lid, prohibiting valuation increase of real property solely as the result of normal repair, replacement or maintenance of existing structure and establishing a payment plan for the payment of delinquent or nondelinquent property taxes
- Notice and hearing requirements are effective for JCCC Fiscal 2022 Budget
- County clerk notification requirements to taxpayers are not effective until JCCC Fiscal 2023 Budget

JCCC Timeline & Process

- **June 15, 2021** – Johnson County clerk calculates revenue neutral mill rate and includes such rate on the notice of estimated assessed valuation provided to JCCC for budget purposes

Revenue Neutral Rate for FY22 Budget =
8.761 Mills

- Revenue neutral rate is defined as “the tax rate for the current tax year that would generate the same property tax revenue as levied the previous tax year using the current tax year’s total assessed valuation”

Revenue Neutral Rate vs JCCC Proposed Rate

Revenue Neutral Rate (RNR) Calculation:

Estimated Tax Generated (excludes Motor Vehicle)	\$107,828,619
Estimated Assessed Valuation	12,308,305,060
Tax / Assessed Valuation x 1,000	8.761

JCCC Proposed Rate Calculation:

Estimated Tax Generated (excludes Motor Vehicle)	\$111,894,801
Estimated Assessed Valuation	12,308,305,060
Tax / Assessed Valuation x 1,000	9.091

Difference in Tax Generated	\$4,066,182
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JCCC Timeline & Process

- JCCC cannot levy in excess of the revenue neutral rate unless the SB 13 procedure is followed
- On or before **July 20, 2021** – JCCC notifies County clerk of intent to exceed the revenue neutral rate and provides date, time and location of the public hearing as well as the proposed tax rate:

Intent to Exceed Revenue Neutral Rate (RNR)

Johnson County Community College

Proposed Tax Rate: 9.091 mills

Date for public RNR hearing: September 16, 2021

Time of public hearing: 5:00 p.m.

Place/address of public hearing: 12345 College Blvd, Overland Park, KS

JCCC Timeline & Process

- At least 10 days in advance of the revenue neutral rate hearing, JCCC publishes notice of proposed intent to exceed the revenue neutral rate A) on the college website; and B) in a newspaper of general circulation. Notice shall include proposed tax rate, revenue neutral rate, and the date, time and location of the public hearing. JCCC will also publish notice of the annual budget hearing.
- **Not sooner than August 20 and not later than September 20** – public hearing is held to consider exceeding the revenue neutral rate (during the September 16, 2021 Board meeting, immediately preceding the annual budget hearing). Majority vote of the Board is required to adopt a resolution exceed the revenue neutral rate.
- **October 1, 2021** – JCCC legal budget is due to the County clerk certifying the amount of tax to be levied.

JCCC Timeline & Process

- For tax years AFTER 2021 (JCCC Fiscal 2023 Budget), the County clerk shall notify each taxpayer with property in the taxing subdivision of the proposed intent to exceed the revenue neutral rate at least 10 days in advance of the public hearing. County clerk consolidates information for all taxing subdivisions relevant to the taxpayer's property on one notice.

JCCC Timeline & Process

- If JCCC would not intend to exceed the revenue neutral rate, then the previous budget process would be followed with the legal budget to be submitted to the county clerk by August 25.
- Penalty for noncompliance with SB 13 is refund to taxpayers of any amount levied in excess of the revenue neutral rate.

Questions?

Committee of the Whole
June 28, 2021

Policy	Recommended Action	Material Changes
Disposition of Surplus Property Policy 215.07	Modify	The recommended changes clarify that surplus property will not be disposed of via the trash unless there is no other viable option.
Financial Aid Policy 313.01	Modify	The recommended changes clarify the beginning of the financial aid year and the process for submitting an appeal.
Suspension, Demotion and Termination Policy 415.08	Modify	The recommended changes clarify the requirement that employees be notified in writing of suspension and incorporate information from the Suspension, Demotion and Termination Appeal Policy 416.01.
Suspension, Demotion and Termination Appeal Policy 416.01	Delete	The recommended changes move the entirety of the Suspension, Demotion and Termination Appeals Policy 416.01 into Suspension, Demotion and Termination Policy 415.08.
Employee Complaint Policy 421.01	Modify	The recommended changes add an applicability statement, clean up policy references and standardize the retaliation language.
Dating and Relationship Policy 423.02	Modify	The recommended changes add an applicability and purpose statement and add reference to the Sexual Harassment and employee discrimination policies.
Weapons Policy 660.00	Modify	The recommended changes bring the policy into compliance with new legislation, HB 2058, which was signed into law, by granting reciprocity to conceal carry to those who are licensed in other states or who have a valid license in Kansas. Additional changes include adding a purpose statement, moving definitions from footnotes to a definitions section.

Report:

The Committee of the Whole has reviewed the recommended changes to the Disposition of Surplus Property Policy 215.07. The recommended changes clarify that surplus property will not be disposed of via the trash unless there is no other viable option.

RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Disposition of Surplus Property Policy 215.07, as shown subsequently in the Board packet.

Disposition of Surplus Property Policy 215.07

Johnson County Community College
Series: 200 Administrative Services
Section: Facilities and Property

Cross-Reference: [Disposition of Surplus Property Operating Procedure 215.08](#)

Applicability: [This Policy applies to all Johnson County Community College \(“JCCC” or the “College”\) Surplus Property, as defined in this Policy.](#)

Purpose: [The purpose of this Policy is to govern the disposal of Surplus Property, as defined in this Policy.](#)

Definitions:

[“Surplus Property” means College assets and inventory such as equipment, furniture, supplies or other personal property of the College that are obsolete, damaged, worn out or no longer needed by any College department.](#)

Statement:

~~Disposition of Property: When College assets/inventory such as equipment, furniture, supplies or other personal property of the College are obsolete, damaged, worn out or no longer needed by any College department, the property shall be deemed surplus property (“Surplus Property”), and t~~
The Executive Vice President of Finance and Administration ~~ive Services~~ (“EVP”) or designee shall be authorized to dispose of Surplus Property. Prior to designating property as Surplus Property, reasonable efforts shall be made to redistribute the property for use within the College. Disposition of Surplus Property should focus on stewardship of public property, support the mission of the College, promote sustainability, fairness and transparency, and be conducted in compliance with all applicable laws and regulations.

Surplus Property may be disposed of in any of the following manners:

1. Trade-in;
2. Advertised public sale (by fixed price, negotiated price, sealed bid or public auction);
3. Donation to educational institutions or non-profit organizations;
4. Recycling or salvage; and
5. Trash.

In determining the method of disposal, the EVP or designee shall use best efforts to maximize the value and benefit to the College considering all circumstances, including anticipated proceeds as well as costs associated with each method of disposition. Disposing of items in the trash shall be the method of last resort, after all other avenues have been exhausted.

If the ~~estimated~~ sale value of a piece or lot of Surplus Property exceeds \$50,000, the President or designee shall report ~~same~~ the sale to the Board Management Committee.

For clarification purposes, Surplus Property does not include real property. Disposition of College real property shall be effective only when authorized by an affirmative vote of at least two-thirds of all members of the Board of Trustees.

Date of Adoption: 07/06/1982

Revised: 07/07/1994, 07/11/2007, 08/02/2007, 09/18/2008, 01/27/2011, 11/21/2013, 06/20/2019, 07/15/2021

Report:

The Committee of the Whole has reviewed the recommended changes to the Financial Aid Policy 313.01. The recommended changes clarify the beginning of the financial aid year and the process for submitting an appeal.

RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Financial Aid Policy 313.01, as shown subsequently in the Board packet.

Financial Aid Policy 313.01

Johnson County Community College

Series: 300 Students

Section: Tuition and Financial Aid

Applicability: This Policy applies to all Johnson County Community College (“JCCC” or the “College”) students.

Purpose: The purpose of this Policy is to explain JCCC’s participation in financial aid programs and basic student eligibility.

Statement:

Financial Aid Programs

Students who meet basic federal eligibility requirements and ~~are meeting exhibit~~ Satisfactory Academic Progress standards may qualify for financial assistance through federal, state ~~and/or~~ College-organized funding.

1. Federal ~~and/~~ State Programs

The College will seek participation in federal and state student aid programs that are available to two-year public institutions. The College will comply with all regulations ~~which governing govern~~ the various programs.

2. College Programs

Based on the availability of resources, the Board of Trustees may elect to authorize funds for student assistance programs from general or student activity revenue.

Application for Financial Aid

Students who apply for financial aid at JCCC will be required to complete and submit all appropriate application materials by the published deadlines. A new application is required each fall semester, which is the start of the financial aid year. Financial aid Awards will be packaged and disbursed distributed to students based on the criteria established ~~for the fundaward~~ and ~~the~~ availability of funds. Information about financial aid opportunities is maintained by the Financial Aid Office.

Satisfactory Academic Progress

Federal regulations require that a student must ~~be making~~ [Satisfactory Academic Progress](#) toward an eligible certificate, degree or transfer program in order to be eligible to receive aid from any federal ~~and/or state~~ aid programs.

The College maintains Satisfactory Academic Progress standards for evaluating a student's academic efforts to achieve an educational goal that will comply with all federal regulations and the intent of all relevant statutes. In addition to all federal ~~and state~~ aid programs, the Satisfactory Academic Progress standards will be applied to all students receiving any type of aid from the College.

Appeals

Students may appeal any decision by the College that could cause them to lose their eligibility for financial assistance. Appeals must be submitted ~~using the Financial Aid Satisfactory Academic Progress (SAP) Appeal Form in writing~~ to the Financial Aid Office by the posted deadlines, ~~and Appeals must include a Satisfactory Academic Progress Appeal form~~ signed by ~~the student~~ and academic counselor ~~(if required)~~, ~~a copy of the student's degree audit, and include~~ a statement from the student articulating the reason for appeal, ~~the student's success plan~~, and any other supporting documentation. The ~~written appeal~~ ~~SAP Appeal Form~~ and documentation will be reviewed by a Satisfactory Academic Progress Appeal Committee to determine if the student has documented sufficient mitigating circumstances ~~which that~~ prevented the student from maintaining Satisfactory Academic Progress ~~and that the student has outlined a feasible plan for success~~. The decision of the Satisfactory Academic Progress Appeal Committee is final. ~~and t~~The student will be informed in writing of the Committee's decision.

Date of Adoption:

Revised: 06/16/1994, 02/15/2001, 04/17/2014, 01/16/2020, [07/15/2021](#)

Related Links:

[Financial Aid Eligibility](#)

[Satisfactory Academic Progress](#)

[Financial Aid Satisfactory Academic Progress \(SAP\) Appeal Form](#)

Report:

The Committee of the Whole has reviewed the recommended changes to the Suspension, Demotion and Termination Policy 415.08. The recommended changes clarify the requirement that employees be notified in writing of suspension and incorporate information from the Suspension, Demotion and Termination Appeal Policy 416.01.

RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Suspension, Demotion and Termination Policy 415.08, as shown subsequently in the Board packet.

Suspension, Demotion and Termination Policy 415.08

Johnson County Community College

Series: 400 Personnel

Section: Employee Complaints and Discipline

Cross-References: Suspension, Demotion and Termination Appeal Operating Procedure 416.02

Applicability: This Policy applies to all Johnson County Community College (“JCCC” or the “College”) employees.

Purpose: The purpose of this Policy is to govern employee suspension, demotion and termination.

Statement:

A1. Reasons for Suspension, Demotion and Termination

The College expects professional, courteous and respectful behavior from all of its employees. The following is a non-exhaustive list of valid reasons or causes for suspension, demotion or termination of any employee.

- ◆ 1. a- Abolition of position or program.
- ◆ 2. b- Activity which could adversely reflect upon the College or impair effectiveness on the job.
- ◆ 3. c- Commission of acts which could cause or result in disruption of the operation of classes or other activities at the College or which could endanger the safety of persons or property.
- ◆ 4. d- Conviction of a criminal act. (If an employee with a felony conviction is employed, and it is revealed at the time of employment and made a matter of record in the employee's personnel file, that conviction shall not constitute a reason for subsequent non-renewal or termination.)
- ◆ 5. e- Dishonesty or falsification of information.
- ◆ 6. f- Failure to comply with any College pPolicy, oOperating pProcedure, or rules or any laws or /regulations.

- ◆ ~~7. g.~~ Failure to comply with reasonable requirements of the job, as may be prescribed from time to time.
- ◆ ~~8. h.~~ Failure to maintain required training, certification ~~and/or~~ licensing.
- ◆ ~~9. i.~~ Inefficiency or incompetency in the performance of duties.
- ◆ ~~10. _____ j.~~ Insubordination ~~and/or~~ failure to comply with and carry out reasonable directives of supervisor(s).
- ◆ ~~11. _____ k.~~ Insufficient revenue.
- ◆ ~~12. _____ l.~~ Mental or physical unfitness which renders the employee incapable of satisfactorily performing essential job functions.
- ◆ ~~13. _____ m.~~ Neglect of duty.
- ◆ ~~14. _____ n.~~ Negligent, careless or improper use of College property, resources or / funds or unauthorized use of College property, resources or / funds for personal use.
- ~~6. — o. Non-professional conduct.~~
- ◆ ~~15. _____ p.~~ Reduction in staff.
- ◆ ~~16. _____ q.~~ Refusal to submit to a polygraph test relating to job related duties.
- ◆ ~~17. _____ r.~~ Unauthorized absence or excessive absenteeism. Failure to appear for work may be treated as a resignation in accordance with the Resignation Policy Resignation Policy 415.07.
- ◆ ~~18. _____ s.~~ Unauthorized conversion of property.
- ◆ ~~19. t.~~ Unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or abuse of alcohol (as defined in the Drug-Free Workplace Act of 1988 and in the Drug-Free Schools and Communities Act Amendments of 1989) by an employee on College property or as part of any College activities; ~~and/or~~ the failure of an employee to notify the College of any criminal drug statute conviction for a violation occurring in the workplace ~~no later than five (5) days after such conviction. (See as required by the Substance Abuse and Alcohol Policy Substance Abuse and Alcohol Policy 424.03.)~~
- ◆ ~~20. _____~~ Unprofessional conduct.
- ◆ ~~21. _____ u.~~ Violation of a written contract.

B2. Notice of Demotion or Termination

Unless otherwise specified in a written contract or by law, employment for College employees is at will, and such employees may be demoted or terminated without cause and without any reason being given for such action.

Whenever the employee's supervisor and a director over Human Resources determine that an employee should be demoted or terminated, Human Resources will send written notification to the

employee that such a recommendation will be made at an upcoming regular Board meeting or a special Board meeting.

If an employee is recommended for demotion or termination, the notice will include:

1. ~~a-~~The date of determination.
2. ~~b-~~The nature of the determination and the effective date.
3. ~~c-~~The reasons for the determination.
4. ~~d-~~The option to review the employee's personnel file in accordance with the [Personnel File Policy 413.00](#).
5. ~~e-~~The employee's appeal rights, if applicable. ~~{This requirement may be satisfied by citing or including a copy of the relevant pPolicies.}~~

Employees not in a Probationary Period as defined by the ~~Probationary Period Policy Probationary Period Policy 415.06~~ will receive two (2) weeks' notice of demotion or termination.

However, employees subject to a written contract or to the provisions of K.S.A. 72-2251 et seq. will receive notice of termination, demotion, suspension or non-renewal in accordance with the written contract or the provisions of the law, respectively, to the extent that those provisions are inconsistent with this Policy. The fact that an employee's written contract has been renewed in the past shall not be deemed to create an expectation of continued employment beyond the written contract expiration date, nor shall it create any protected property interest in employment beyond the written contract expiration date.

C3. Notice of Suspension

Employees may be suspended with or without pay if it is necessary to protect the best interests of the College. ~~Whenever the employee's supervisor and a director over Human Resources determine that an employee should be suspended, Human Resources will send the employee written notification of the same.~~ An employee may be suspended by the supervisor and a director over Human Resources for a period up to thirty (30) work-days. ~~Suspensions exceeding thirty (30) work days may be imposed by the supervisor and Human Resources, but must be confirmed by the Board of Trustees within 45 days. Suspensions with pay are not appealable. Other suspensions may be appealed in accordance with the applicable appeal procedures.~~

~~In the event a suspension is followed by a recommendation that the suspended employee be demoted or terminated, the matter of any appeal of the suspension shall become moot.~~

D. Appeals

~~Employees may appeal a suspension, demotion or termination, except that there shall be no right of appeal if:~~

1. ~~The employee is suspended with pay.~~
2. ~~The employee is a part-time or temporary employee.~~

1.3. The employee is not to be reappointed because of insufficient revenues, abolition of position or program, reduction of program, failure of employee to satisfactorily complete the probationary period, or failure of the employee to maintain certification and/or licensing or provide satisfactory evidence thereof.

Appeals must be made in writing to the Vice President of Human Resources within ten (10) business days of the notification of suspension, demotion or termination. Appeals will be processed in accordance with the Suspension, Demotion and Termination Appeal Operating Procedure 416.02.

In the event a suspension is followed by a recommendation that the suspended employee be demoted or terminated, the matter of any appeal of the suspension shall become moot.

Date of Adoption:

Revised: 01/06/1994, 05/15/1997, 05/14/2015, 06/21/2018, 07/15/2021 (material incorporated from Suspension, Demotion and Termination Appeal Policy 416.01)

Report:

The Committee of the Whole has reviewed the recommended changes to the Suspension, Demotion and Termination Appeal Policy 416.01. The recommended changes move the entirety of the Suspension, Demotion and Termination Appeals Policy 416.01 into Suspension, Demotion and Termination Policy 415.08.

RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve deletion of the Suspension, Demotion and Termination Appeal Policy 416.01, as shown subsequently in the Board packet.

~~Suspension, Demotion and Termination Appeal Policy 416.01~~

~~Johnson County Community College~~

~~Series: 400 Personnel~~

~~Section: Employee Complaints and Discipline~~

~~**Cross Reference:** Suspension, Demotion and Termination Appeal Operating Procedure 416.02~~

~~**Applicability:** This Policy applies to an employee that has been suspended without pay, demoted or terminated under Policy 415.08, except that there shall be no right of appeal for part-time or temporary employees. Additionally, an employee shall not have the right to appeal if the employee is not to be reappointed because of insufficient revenues, abolition of position or program, reduction of program, failure of employee to satisfactorily complete the probationary period, or failure of the employee to maintain certification and/or licensing or provide satisfactory evidence thereof.~~

~~**Filing an Appeal:** An appeal shall be made in writing to the Vice President over Human Resources within ten (10) days of the notification of suspension, demotion or termination.~~

~~Appeals that are appropriately filed under this Policy shall be reviewed and decided in accordance with the Suspension, Demotion and Termination Appeal Operating Procedure.~~

Date of Adoption:

Revised: 04/20/2017 (effective 07/01/2017)

Report:

The Committee of the Whole has reviewed the recommended changes to the Employee Complaint Policy 421.01. The recommended changes add an applicability statement, clean up policy references and standardize the retaliation language.

RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Employee Complaint Policy 421.01, as shown subsequently in the Board packet.

Employee Complaint Policy 421.01

Johnson County Community College

Series: 400 Personnel

Section: Employee Complaints and Discipline

Applicability: This Policy applies to Johnson County Community College (“JCCC” or the “College”) employees.

Purpose: It is the policy of Johnson County Community College to provide its ~~The purpose of this Policy is to provide JCCC~~ employees with a fair and efficient process to present and resolve ~~problems or~~ issues negatively impacting the workplace arising out of the employment relationship.

Statement:

Applicability: ~~This Employee Complaint Policy is~~ shall be available to any employee who wishes to bring forward a work-related complaint that is not covered by another avenue of redress through College policies or operating procedures. For example, the following matters can be addressed through other College ~~p~~Policies and P~~operating p~~rocedures and processes and are not subject to this Policy:

- Sexual Harassment Policy 650.00 and Sexual Harassment Complaint Operating Procedure 650.01 for complaints of Sexual Harassment involving a student or employee.
- Employee Discrimination, Harassment or Retaliation Policy 420.00 and Employee Discrimination, Harassment or Retaliation Complaint Operating Procedure 420.01 for complaints against a College employee or third party.
- Student Discrimination, Harassment or Retaliation Policy 319.05 and Student Discrimination, Harassment or Retaliation Complaint Operating Procedure 319.05 for complaints against a student.
- Suspension, Demotion or Termination Policy 415.08, Suspension, Demotion or Termination Appeal Policy 416.01 and Suspension, Demotion or Termination Appeal Operating Procedure 416.02 for eligible employee suspensions, demotions or terminations. Complaints related to employee discipline or separation of employment not covered by the Suspension, Demotion or Termination Appeal Policy and Operating Procedure can be addressed directly with the Office of Human Resources.
- Grievance ~~p~~Procedures of under the Master Agreement for applicable Bargaining Unit Member grievances.

- Complaints related to salary placement or performance reviews can be addressed ~~by~~ directly with the Office of Human Resources.

Reporting and Reviewing Complaints: Complaints are best resolved if addressed early. It may be difficult to substantiate the allegations made if brought forward after significant time has passed. Complaints must be filed with the Office of Human Resources or JCCC Ethics Report Line. Upon receipt of the complaint, Human Resources will review the matter, implement any appropriate interim actions, and collaborate with appropriate parties and personnel to assess the complaint, review ~~or~~ investigate the facts, initiate a discussion or mediation ~~and~~/or determine what, if any, appropriate actions are to be taken. The decision of Human Resources will be final.

If the complaint is against an employee or an action of the Office of Human Resources or the President, the complaint can be submitted through the JCCC Ethics Report Line or it can be submitted directly to the College's Audit and Advisory Services. In that case, the Director, Audit & Advisory Services or ~~his/her~~ designee shall act in lieu of the Human Resources officer in the complaint resolution process.

It shall be considered a violation of this Policy for any individual to knowingly file a false or malicious complaint. If the College believes that such a complaint has been filed, the matter will be addressed in accordance with the College's applicable ~~p~~Policies and ~~operating p~~Procedures.

Confidentiality: Participants in the complaint resolution process should respect the matter as confidential. All information revealed and all discussions held shall be as confidential as reasonably possible within legal requirements and organizational responsibilities, and within limits allowing for the review to occur.

Retaliation: No employee shall retaliate or discriminate against another employee because of the employee's filing of or participating in the review of a complaint. Retaliation includes ~~taking~~ any action which may have a materially adverse impact on the terms or conditions or employment including, but not limited to, increasing discipline, demotion, changes in pay or hours, or material changes in job duties or functioning, if such action (~~whether actual or threatened~~) is ~~taken~~ because of the employee's filing of or participation in the review of a complaint under this Policy, whether or not such complaint is determined to be valid. Any person believing that retaliation has taken or is taking place should immediately report the matter to the Office of Human Resources or through ~~the~~ JCCC's Ethics Report Line.

Timeline: It is the goal of the College to process all complaints in a timely manner. Absent unusual circumstances, JCCC will conduct its initial review and acknowledge a complaint within seven business days of receiving the complaint.

Date of Adoption:

Revised: 03/17/1994 (effective 04/15/1994), 03/25/2010, 04/20/2017 (effective 07/01/2017; previously the Complaint and Grievance Policy and Operating Procedure), 07/15/2021

Report:

The Committee of the Whole has reviewed the recommended changes to the Dating and Relationship Policy 423.02. The recommended changes add an applicability and purpose statement and add reference to the Sexual Harassment and employee discrimination policies.

RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Dating and Relationship Policy 423.02, as shown subsequently in the Board packet.

Dating and Relationship Policy 423.02

Johnson County Community College

Series: 400 Personnel

Section: Employee Conduct and Performance

Applicability: This Policy applies to all Johnson County Community College (“JCCC” or the “College”) employees.

Purpose: Academic freedom and collegiality between those in positions of authority and others is encouraged on the JCCC campus. However, this policy serves to draw clear boundaries where situations involve individuals of unequal power.

Statement:

~~The greatest amount of academic freedom and collegiality between those in positions of authority and others is encouraged on this campus. It is, however, important to draw clear boundaries where situations involve individuals of unequal power, for example, faculty and student or supervisor and employee.~~

~~Situations of Sexual Misconduct have been clearly defined in JCCC’s Sexual Misconduct Policy 650.00, but outside the scope of Sexual Misconduct, as addressed in the Employee Discrimination, Harassment or Retaliation Policy 420.00, and Sexual Harassment, as defined in the Sexual Harassment Policy 650.00, dating, sexual and social relationships still may have some blurred boundaries.~~

It is ~~considered~~ unethical and a conflict of interest for an employee to have any dating or sexual relationship with a student, or a social ~~or~~ personal relationship with a student that is unprofessional and goes beyond the bounds of an ~~teaching-learning or~~ educational focus:

- ~~1) 1)~~ during the time of course ~~or~~ program enrollment in the employee’s department,
- ~~2) 2)~~ when an employee has oversight responsibilities for a student, or
- ~~3) 3)~~ when a significant power differential exists.

An example of a significant power differential would include, but not be limited to, ~~if~~ a faculty member who is in a position to recommend ~~the a~~ student for academic or employment opportunities, even after the student has completed courses with the faculty member.

It is ~~considered~~ unethical and a conflict of interest for a supervisor to engage in or pursue a dating or sexual relationship with an employee in the supervisor's area of supervision or when a significant power differential exists.

Date of Adoption: 05/15/2003

Revised: 09/21/2017, 07/15/2021

Report:

The Committee of the Whole has reviewed the recommended changes to the Weapons Policy 660.00. The recommended changes bring the policy into compliance with new legislation, HB 2058, which was signed into law, by granting reciprocity to conceal carry to those who are licensed in other states or who have a valid license in Kansas. Additional changes include adding a purpose statement, moving definitions from footnotes to a definitions section.

RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Weapons Policy 660.00, as shown subsequently in the Board packet.

Weapons Policy 660.00

Johnson County Community College

Series: 600 Safety and Security

Section: Campus Security and Control

Applicability: This Policy applies to ~~all the~~ Johnson County Community College ("JCCC" or the "College") campus community, including all students, ~~employees, volunteers~~personnel, and visitors: i) on the JCCC main campus and ~~within~~ locations owned or leased by JCCC that are not part of the JCCC main campus (~~collectively,~~ "Campus"), or ii) when attending ~~or~~ participating in College activities or performing College duties at any off-~~C~~campus ~~College-~~sponsored or supervised classes, practices, activities or other programs (~~collectively,~~ "Off-Campus Activity").

Purpose: The purpose of this Policy is to promote a safe and secure community college and learning environment.

Definitions:

"About the Person" means that an individual may carry a Handgun if it can be carried securely in a suitable carrier, such as a backpack, purse, handbag or other personal carrier designed and intended for the carrying of an individual's personal items. The carrier must at all times remain within the exclusive and uninterrupted control of the individual. This includes wearing the carrier with one or more straps consistent with the carrier's design, carrying or holding the carrier or setting the carrier next to or within the immediate reach or control of the individual.

"Concealed" means completely hidden from view and does not reveal the Handgun in any way, shape or form.

"Handgun" is defined as a "firearm", pursuant to K.S.A. 75-7c02, with cross-reference to K.S.A. 75-7b01-, Specifically, under K.S.A. 75-7b01, it is: and generally means (1) a pistol or revolver which is designed to be fired by the use of a single hand and which is designed to fire or capable of firing fixed cartridge ammunition; or (2) any other weapon which will or is designed to expel a projectile by the action of an explosive and which is designed to be fired by the use of a single hand.

"Public Areas" is defined at K.S.A. 75-7c20.

“Weapons” means a weapon described in K.S.A. 21-6301, as further defined under K.S.A. 75-7c20; and, for purposes of this Policy includes knives more than 4 inches in length.

Statement:

~~Weapons Statement:~~ ~~In order to promote a safe and secure community college and learning environment,~~ JCCC prohibits the possession or use of Weapons⁽¹⁾ on Campus and at Off-Campus Activities, other than as set forth below. In addition, knives less than 4 inches in length may not be openly carried.

In accordance with the Kansas Personal and Family Protection Act, K.S.A. 75-7c01 *et seq.*, as amended, ~~(the “Act”)~~ and other applicable ~~F~~ederal and ~~S~~tate laws, it is permissible and will not be a violation of this Policy for the:

- ~~1-i.~~ 1-i. carrying of a Concealed Handgun⁽²⁾ on Campus by legally qualified individuals, pursuant to ~~F~~ederal and ~~K~~ansas law, and also in accordance with the Concealed Carry Restrictions set forth below.
- ~~2-ii.~~ 2-ii. lawful carrying of a Concealed Handgun by an employee performing College duties at an Off-Campus Activity, when in accordance with applicable laws and ~~p~~olicies for such location⁽³⁾; though carrying of a Concealed Handgun is not considered to be within the scope and course of employment (other than for JCCC law enforcement employees) and JCCC is not liable for any resulting injuries to the employee under Workers’ Compensation.
- ~~3-iii.~~ 3-iii. lawful possession of a Handgun within a personal, ~~n~~on-College vehicle.
- ~~4-iv.~~ 4-iv. lawful possession of Weapons:
 1. by JCCC Police Department (~~JCCC PD~~) or other law enforcement officers while acting within the scope of their employment, by authorized armored car personnel, or by others authorized in writing by the JCCC Chief of Police or designee, or
 - ~~1-2.~~ 1-2. as necessary for the conduct of College approved programs.

Concealed Carry Restrictions:

Concealed Carry: Each individual who lawfully possesses a Handgun on Campus shall be wholly and solely responsible for carrying, storing and using that Handgun in a safe manner and in accordance with the law and this Policy. Individuals who carry a Handgun on Campus must carry it Concealed on or About their Person at all times. ~~“Concealed” means completely hidden from view and does not reveal the Handgun in any way, shape or form. “About” the person means that an individual may carry a Handgun if it can be carried securely in a suitable carrier, such as a backpack, purse, handbag or other personal carrier designed and intended for the carrying of an individual’s personal items. Moreover, the carrier must at all times remain within the exclusive and uninterrupted control of the individual. This includes wearing the carrier with one or more straps consistent with the carrier’s design, carrying or holding the carrier or setting the carrier next to or within the immediate reach/control of the individual.~~ It shall be a violation of this Policy to openly display any lawfully possessed Handgun while on Campus, and in accordance with K.S.A. 75-7c24, any person who carries a Handgun openly may be subject to denial to or removal from Campus or an Off-Campus Activity.

Federal and State Restrictions: Kansas law states that the only type of firearm that an individual can carry while concealed is a Handgun as defined above. The following Kansas State and Federal laws apply to possession and use of firearms, including the carry of Concealed Handguns, and the violation of any of the following restrictions is both a crime and a violation of this Policy.:

- An individual in possession of a concealed firearm must be at least 21 years of age [K.S.A. 21-6302(a)(4)] or possess a valid provisional license issued pursuant to K.S.A. 75-7c03 or a valid license or permit to carry a concealed firearm issued by another jurisdiction and recognized in Kansas pursuant to K.S.A. 75-7c03 [K.S.A. 21-6302(d)];
- A firearm cannot be carried by an individual:
 - under the influence of alcohol or drugs, or both, to such a degree as to render the individual unable to safely operate the firearm [K.S.A. 21-6332],
 - who is both addicted to and an unlawful user of a controlled substance [K.S.A. 21-6301(a)(10)],
 - who is or has been a mentally ill person subject to involuntary commitment [K.S.A. 21-6301(a)(13)],
 - with an alcohol or substance abuse problem subject to involuntary commitment [K.S.A. 21-6301(a)(13)],
 - who has been convicted of a person felony crime [K.S.A. 21-6304] or convicted in any court of a crime punishable by imprisonment for a term exceeding one year [18 U.S.C. 922(g)(1)];
 - An automatic firearm or ~~sawed-off~~sawed-off shotguns cannot be carried [K.S.A. 21-6301(a)(5)];
 - A cartridge which can be fired by a Handgun and which has a plastic-coated bullet with a core of less than 60% lead by weight is illegal [K.S.A. 21-6301(a)(6)];
 - Suppressors and silencers cannot be used with a firearm [K.S.A. 21-6301(a)(4)];
 - Firearms cannot be fired in the corporate limits of a city or at a dwelling, or at a structure or vehicle in which people are present, except in self-defense [K.S.A. 21-6308, K.S.A. 21-6308a];
 - A firearm cannot be carried by a person who:
 - is a fugitive from justice [18 U.S.C. § 922(g)(2)];
 - is unlawfully in the United States or admitted under a nonimmigrant visa [18 U.S.C. § 922(g)(5)(A) & (B)];
 - has been discharged from the Armed Forces under dishonorable conditions [18 U.S.C. § 922(g)(6)];

- has renounced ~~his/her~~ the person's United States citizenship [18 U.S.C. § 922(g)(7)];
- is subject to a court order restraining the person from harassing, stalking, or threatening an intimate partner or child of the intimate partner [18 U.S.C. § 922(g)(8)]; or,
- has been convicted of a misdemeanor crime of domestic violence [18 U.S.C. § 922(g)(9)].

Location Restrictions: Certain Campus buildings and ~~for~~ Public Areas ~~that~~ within Campus buildings can be permanently or temporarily designated to prohibit concealed Handguns. There are no Campus buildings or Public Areas that have been permanently designated to prohibit ~~e~~Concealed Handguns with Adequate Security Measures (ASMs) in place. However, the JCCC Police Department may temporarily designate a specific location as prohibiting concealed Handguns and use temporary ASMs as defined and required by law. Appropriate notice will be given whenever this temporary designation is made.

Campus locations leased by JCCC or used for Off-Campus Activity, and owned by an entity that may lawfully exclude or permit firearms at their premises (~~C~~oncealed or otherwise), may choose at their sole discretion to exclude or permit Handguns from their premises, notwithstanding a lease or use arrangement with JCCC. If Handguns are excluded at such locations and would otherwise be permitted by this Policy, individuals are expected to comply with the rules imposed by the location.

Safety Requirements: To reduce the risk of accidental discharge on Campus, when carrying a concealed Handgun on Campus (whether on or About the ~~P~~erson, ~~or such as~~ in a carrier), the ~~C~~oncealed Handgun is to be secured in a holster that completely covers the trigger and the entire trigger guard area and that secures an external hammer in an un-cocked position through the use of a strap or by other means. The holster is to have sufficient tension or grip on the handgun to retain it in the holster even when subjected to unexpected jostling. Handguns with an external safety are to be carried with the safety in the “on” position. Semiautomatic Handguns are to be carried without a chambered round of ammunition and revolvers with the hammer resting on an empty cylinder.

Storage: Handgun storage is not provided by JCCC. Individuals may store a Handgun in the individual's vehicle when the vehicle is locked, and the Handgun is secured in a location within the vehicle that is not visible from outside the vehicle. ~~Handgun storage by any other means is prohibited. Specifically, it is prohibited for any individual to store a Handgun: i) in a vehicle that is unlocked or when the Handgun is visible from outside the vehicle, ii) in an individual's office, iii) in an unattended backpack or carrier, iv) in any type of locker or v) in any other location and under any circumstances except as specifically permitted by this Policy and by state and federal law.~~

Training: Training on the proper handling of a concealed Handgun is strongly encouraged. ~~Some local resources for training on the safe carrying a concealed Handgun are provided at the JCCC Concealed Carry on Campus webpage.~~ All JCCC employees are eligible for JCCC ~~C~~ontinuing ~~E~~ducation training reimbursement to supplement training for local, noncredit workshops, which could include a gun safety course (for reimbursement, employees must submit an Application to Staff Development). Additionally, JCCC may periodically offer ~~on-campus~~ presentations to students and ~~employees~~ related to safe Handgun practices.

Even the lawful carrying of a concealed Handgun has its own risks. Any report of Weapons on a JCCC Campus will be addressed by the JCCC Police Department and/or local police departments in coordination with the JCCC Police Department. The lawful carrying of a Concealed Handgun should not create concerns on Campus; however, anything other than the lawful carrying of a Concealed Handgun has the potential to create confusion and additional risk during police responses.

~~Additional information related to: where this Policy applies, how to report a suspected violation and other topics relevant to this Policy is available via the Concealed Carry on Campus webpage.~~

Enforcement:

Any individual violating this Policy will be subject to appropriate disciplinary action, including but not limited to suspension, expulsion, termination of employment, immediate removal/trespass from the premises, and/or and arrest. Enforcement of this Policy will be administered by the JCCC Police Department.

Reporting:

1. Suspected violations of this Policy should be reported to JCCC Police Department:

- Call: 913-469-2500
- Walk-in: Police Department lobby, Midwest Trust Center Suite 115 located at 12345 College Blvd., Overland Park, Kansas
- Text ~~via~~: JCCC Guardian Campus Safety App
- Non-emergency Anonymous Reporting (reports generally reviewed the next business day): KOPS-Watch via jccc.edu/kops or 888-258-3230

2. Emergency reports concerning threats or violence on campus:

- Call 913-469-2500 for JCCC Police Department
- Or call 911

~~[1] "Weapon" means a weapon described in K.S.A. 21-6301, as further defined under K.S.A. 75-7c20; and, for purposes of this Policy includes knives more than 4 inches in length.~~

~~[2] "Handgun" is defined as a "firearm", pursuant to K.S.A. 75-7c02, with cross-reference to K.S.A. 75-7b01. Specifically, under K.S.A. 75-7b01, it is: (1) a pistol or revolver which is designed to be fired by the use of a single hand and which is designed to fire or capable of firing fixed cartridge ammunition; or (2) any other weapon which will or is designed to expel a projectile by the action of an explosive and which is designed to be fired by the use of a single hand.~~

~~[3] Carrying of a concealed Handgun is not considered to be within the scope and course of employment (other than for JCCC law enforcement employees), and JCCC is not liable for any resulting injuries to the employee under Workers' Compensation.~~

~~[4] "Public Areas" is defined at K.S.A. 75-7c20.~~

Date of Adoption: 05/17/2007

Revised: 01/15/09, ~~and~~ 05/11/17 (effective 07/01/2017; renumbered from 424.06; ~~and consolidated~~
~~with material incorporated from~~ Student Code of Conduct Policy 319.01 ~~Section 18~~), 07/15/2021

**SINGLE SOURCE PURCHASE REPORT
JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)**

Vendor Name	Description	Policy 215.04 Exception	Fund	Department	Amount
Saint Louis University Center for Workforce Development	Strategic partnership allowing potential students of JCCC (via Continuing Education) the ability to participate in Saint Louis University Center for Workforce Development and Organizational Development public course offerings.	2c. Items or services required to meet specific educational objectives.	0601, Adult Supplementary Education Fund	1409, Microcomputer Training	\$ 70,000.00
Ellucian	JCCC-589 for Banner hosted services from May 31, 2021 to July 31, 2021, while contract renewal negotiations are ongoing.	2d. Items or services that ensure compatibility with existing equipment.	0201, General Fund	6401, Enterprise Application Support	\$ 40,462.00
Ellucian	For the College's ERP (Enterprise Resource Planning) system - Banner, for various hosted services for FY22.		0201, General Fund	6401, Enterprise Application Support	\$ 1,316,787.00
COMMITTEE OF THE WHOLE RECOMMENDATION					
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification for Ellucian, to support the College's ERP system, for an estimated expenditure of \$1,316,787.00 for FY22.					
Nalco Company	Chemicals for the College's cooling towers and chilled water loop treatments.	2d. Items or services that ensure compatibility with existing equipment.	0201, General Fund	Multi	\$ 64,230.64

**SINGLE SOURCE PURCHASE REPORT
JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)**

Vendor Name	Description	Policy 215.04 Exception	Fund	Department	Amount
Sirius Computer Solutions	C20-061-00 was awarded to Sirius Computer Solutions in June 2020 for Network Infrastructure products and software for a 5-year term, expiring 6/18/2025, with an annual estimated spend of \$1,065,878. CISCO recently changed their network software licensing and is mandating a 5-year subscription agreement term for their wireless network support services. To accommodate this new subscription, the current Sirius contract needs to be extended through July 15, 2026.	2d. Items or services that ensure compatibility with existing equipment.	0201, General Fund	7745, Information Technology Infrastructure 6351, Network & Data Center Operations	\$ 1,065,878.00

COMMITTEE OF THE WHOLE RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification to support the additional 1-year extension to Sirius Computer Solutions to support necessary Cisco products and services, for an estimated expenditure of \$1,065,878.00.

Apple	For Information Services to provide various Apple computer products for FY22. <i>CO-OP: National Association of State Procurement Officials (NASPO) ValuePoint #MNWNC-102</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	0201, General Fund	Multi	\$ 500,000.00
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COMMITTEE OF THE WHOLE RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification to support various Apple computer purchases, for an estimated expenditure of \$500,000.00 for FY22.

**SINGLE SOURCE PURCHASE REPORT
JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)**

Vendor Name	Description	Policy 215.04 Exception	Fund	Department	Amount
Feld Fire	For one Arctic system consisting of air compressor unit, 3-position fill station, and air cylinders for refilling air cylinders for Fire Sciences. <i>CO-OP: National Purchasing Partners (NPPGov) #PS20090</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	0201, General Fund	1214, Fire Science	\$ 43,340.10
Gartner	For 2 IT Leadership Team memberships and 1 Core IT Research for Higher Education membership, which is for the Gartner IT Leadership Team Essentials 3-year subscription (7/1/2021 - 6/30/2024). Also included is Gartner's RA (Registered Agent) consulting services for larger IT projects. <i>CO-OP: National Association of State Procurement Officials (NASPO) ValuePoint #186840</i>		0201, General Fund	6403, Chief Information Officer	\$ 127,657.00
KanREN	FY22 KanREN consortium membership which allows the IS Department to have representation on the KanREN Board to provide input and take advantage of internet access circuit, SIP circuit, point to point circuit, and network connectivity services. Contingencies provided to the college include a secure, reliable and predictable path for data exchange between institutions that the internet cannot provide. <i>CO-OP: State of KS #06807</i>		0201, General Fund	6351, Network & Data Center Operations	\$ 175,000.00

COMMITTEE OF THE WHOLE RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification for KanREN, to support the College's consortium annual membership, for \$175,000 for FY22.

**SINGLE SOURCE PURCHASE REPORT
JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)**

Vendor Name	Description	Policy 215.04 Exception	Fund	Department	Amount
Regents Flooring	To supply and install the following: Interface Harmonize Color Gravel & Roppe 4" cove base as needed for Project: GEB 213, 215, 238, 240, 242, 254, 256, 258, 279 and 281, MTC232 and 234. <i>CO-OP: E&I #CNR01308</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	0201, General Fund	7102, Director, Campus Services	\$ 51,013.00
McConnell and Associates (MAC)	For labor and materials to perform sidewalk and parking and drive repairs. <i>CO-OP: The Interlocal Purchasing System (TIPS-USA) #200602</i>		7127, Campus Development Fund	7501, Grounds	\$ 342,527.00

COMMITTEE OF THE WHOLE RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification for McConnell and Associates, for sidewalk and parking and drive repairs, for an estimated expenditure of \$342,527.00.

Scott Rice/ Steelcase	Furniture for Financial Services as part of the Phase 3 Facilities Master Plan. <i>CO-OP: E&I Steelcase and Kansas Affinity Agreement #CNR01146</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	7146, Phase 3 Facilities Master Plan	7759, Phase 3 Facilities Master Plan	\$ 174,742.83
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COMMITTEE OF THE WHOLE RECOMMENDATION

It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification for Scott Rice/Steelcase, to support the necessary furniture purchases for Financial Services, for an estimated expenditure of \$174,742.83.

Fisher & Phillips	Legal services.	14. The President or the President's designee shall have the option to purchase services without soliciting formal, competitive proposals.	0201, General Fund	6108, General Counsel	\$ 40,000.00
Jackson Lewis	Legal services.		0201, General Fund	6108, General Counsel	\$ 40,000.00

AWARD OF BIDS/RFPs SUMMARY:

\$50,000 - \$150,000

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-Year Total or Single Purchase	Justification If other than Low Bid
21-078 Security Access Control Hardware One-Time Purchase Fund Source: General Firms Notified: 509	1. ColorID: \$143,056 2. DH Pace: \$146,262 3. Electronic Technology: \$149,404.35 4. INA Alert: \$154,381.31 5. Midwest Alarm Service: \$164,387.20 6. Cam-Dex Security: \$166,386.47 7. American Digital: \$173,530.62 8. Envision Tech Grp: \$176,251.25 9. Stanley Security: \$180,625 10. Honeywell: \$188,348 11. C&C Group: \$199,995 12. Malor Company: \$202,808.65 13. Kong Telecom: \$206,216.70 14. Tech Electronics: \$226,249	<p align="center">\$143,056.00</p> <p align="center"><i>Single Purchase</i></p>	Low bid
21-056 VRTEX 360+ Dual User Virtual Reality Welding Training Simulator One-Time Purchase Fund Source: Foundation Awards Account Firms Notified: 8	1. Williams Crow Inc. dba Aidex Corporation: \$122,534	<p align="center">\$122,534.00</p> <p align="center"><i>Single Purchase</i></p>	Low bid

RENEWALS SUMMARY:

\$50,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

<p align="center">JCCC Contract Total Contract Period Fund Source / Renewal Option</p>	<p align="center">Vendors Original Bid Amounts First Year / Multi-Year (if applicable)</p>	<p align="center">Renewal Option Amount</p>	<p align="center">Description of Services <i>Original BoT Approval</i></p>
<p>Canvas Learning Management System (JCCC-1416)</p> <p>Original Term: Base Year, 4 Renewal Option Years 8/1/2017 - 7/31/2022</p> <p>Fund Source: General Renewal Option: 4 of 4</p>	<ol style="list-style-type: none"> 1. Instructure, Inc.: \$91,165.50 / \$766,507.88 2. Blackboard, Inc.: \$181,596.00 / \$762,188.84 3. Cypher Learning: \$75,550.00 / \$377,750.00 4. Desire2Learn Ltd.: \$127,000.00 / \$674,260.25 5. Schoology, Inc.: \$157,916.00 / \$727,763.00 	<p align="center">*\$182,466.00</p>	<p>Annual renewal for the College’s Learning Management System contract. This application provides a comprehensive set of tools for faculty to manage learning resources, administrative functions, assessments, and grading.</p> <p><i>*Note: Current year pricing includes additional components. Partially based on number of licensed users and administration costs.</i></p> <p><i>BoT Approval: June 2017</i></p>
<p>IT Service Management System (C19-098-00)</p> <p>Original Term: 3-Year Term 5/31/2019 - 5/30/2022</p> <p>Fund Source: General 3rd Year of 3-Year Agreement</p>	<p>Single Source Justification: TeamDynamix: \$237,208.32</p>	<p align="center">\$88,332.75</p>	<p>Annual contract for IT Service Management System that provides the delivery of IT services in an IT Infrastructure Library (ITIL) framework. Includes customized functional capabilities for Incident, Problem, Knowledge, Change, Request Fulfillment, Service Catalog, Self Service, and Survey. The application also provides a configurable customer/end-user self-service portal, customized mobile device interfaces, and supports a comprehensive API/web services functionality providing integration capabilities with 3rd party applications such as Symantec Client Management Suite, Exchange/Office 365,Gmail, Ellucian Banner, Cisco VOIP, and Sugar CRM.</p> <p><i>BoT Approval: June 2019 - Single Source Justification (C19-098-00)</i></p>

Bid Title Total Contract Period	Vendors Original Bid Amounts	Renewal Option Amount	Description of Services Original BoT Approval
One Card Transaction System (JCCC-589) Original Term: Base Year, 4 Renewal Option Years 7/1/2018 - 6/30/2023 Fund Sources: General, Auxiliary Enterprise Funds Renewal Option: 3 of 4	<ol style="list-style-type: none"> 1. Blackboard: Not To Exceed \$98,613.15 / \$385,732.75 2. TouchNet: \$189,798.63 / \$948,993.15 3. The CBORD Group: \$139,423.00 / \$697,115.00 	\$60,478.00	Annual contract for a card transaction system to support card closed loop account purchases (the ability of funds to be deposited on a student card, in various accounts, to be used on campus - Ex. Bookstore or Dining Services). <i>BoT Approval: June 2018</i>
Bond Counsel Services (C19-061-00) Original Term: Base year, 4 optional renewals 7/1/2019 - 6/30/2024 Fund Source: General Renewal Option: 2 of 4	<ol style="list-style-type: none"> 1. Gilmore & Bell, P.C. 2. Kutak Rock LLP 	Fees incurred only when services are rendered (no annual retainer)	Comprehensive bond counsel services such as the following: developing and structuring debt financings, legal matters concerning compliance, preparing bond resolutions, preparing preliminary and final official statements, rendering customary written legal opinions as to the validity of the debt financing, preparing and disseminating pre-closing and closing documents, assessing the College's historical compliance with its Continuing Disclosure Obligations, and advising on arbitrage and/or rebate provisions. Services are "as-needed" with no annual retainer. <i>BoT Approval: June 2019</i>
Financial Advisor Services (C19-062-00) Original Term: Base year, 4 optional renewals 7/1/2019 - 6/30/2024 Fund Source: General Renewal Option: 2 of 4	<ol style="list-style-type: none"> 1. Piper Sandler & Co. (formerly Piper Jaffray Companies) 2. Kutak Rock LLP 	Fees incurred only when services are rendered (no annual retainer)	Assists the College's Administration and Board of Trustees by providing comprehensive financial advisory services including the following: expert financial advice and assistance on financing techniques and options on matters pertaining to the issuance and sale of securities including general obligation bonds, certificates of participation, revenue bonds, refundings, and other municipal financing options available.

		<p>Provides financing options by conducting studies and analyses to determine cost-effective financing methods, terms, security provisions and repayment structures. Assists with preparation of preliminary and final official statements to provide the market with timely and accurate information about bond issuances. Prepares materials for presentation to national credit rating service agencies regarding the College's financial condition and debt structures. Advises on arbitrage and/or rebate provisions. Compiles reports that meet Continuing Disclosure requirements. Services are "as-needed" with no annual retainer.</p> <p><i>BoT Approval: June 2019</i></p>
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AWARD OF BIDS/RFPs - SINGLE PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (*JUNE 28*)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts	Single Purchase	Justification <i>If other than Low Bid</i>
21-076, Parking Garage Repairs Base year/project completion Source of Funds: Capital Outlay Firms Notified: 35	1. Pullman Power LLC: \$149,368.00 2. Concrete Strategies LLC: \$178,195.00 3. John Rohrer Contracting: \$206,433.80 4. Innovative Masonry Restoration: \$312,462.11	\$149,368.00	Low Bid
PURPOSE & DESCRIPTION			
The purpose of this Request for Bid (RFB) is for Parking Garage Repairs on the three (3) JCCC parking garages.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Larry Allen: Senior Buyer, Procurement Services 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the low bid from Pullman Power LLC for Parking Garage Repairs, in the amount of \$149,368.00, with an additional 10% contingency of \$14,936.80 to allow for possible unforeseen costs, for a total estimated expenditure of \$164,304.80.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-037, Cyber Security Assessment Training Program Base Year, 2 Renewal Option Years 7/16/2021 - 7/15/2024 Base Year Fund Source: SBDC SBA CARES Act Firms Notified: 217	1. Anthony Timbers, LLC: \$128,900 / \$225,700 2. CyberProtex: \$150,595 / \$164,595 (<i>Non-compliant with mandatory requirements</i>) 3. SnapIT Solutions: \$559,499.67 / \$627,499.67 4. CBT: \$556,310 / \$677,718 5. ResilANT: <i>Non-responsive and non-compliant with mandatory requirements</i>	<p align="right"> \$128,900 \$225,700 </p>	Based on the service capabilities, previous similar experience, and proposed costs, it was determined that Anthony Timbers, LLC’s proposal would most effectively meet the college's requirements.
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for an Online Cyber Security Assessment Training Program for Small Businesses, which will have the purpose of providing a small business entity a guided questionnaire assessment where the answers provided in the questionnaire assessment will help determine the specific Cyber Security needs relevant to that particular Small Business Entity. The outcome of this assessment will aid small businesses to know what technologies, equipment, services, and resources are needed to improve their Cyber Security for their particular business area industry. The initial term of the contract will be from July 16, 2021 through July 15, 2022 and is renewable for two additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jessica Johnson: Regional Director SBDC Kansas • William Carey: Science Advisor SBDC Tech Innovation Center • Valerie Reese: SBDC Program Coordinator • Derrick Lane: Information Services Security Engineer • Julie Lombard: Senior Buyer Procurement Services 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposal from Anthony Timbers, LLC for an online Cyber Security Assessment Training program for a base year of \$128,900 and a total estimated expenditure of \$225,700 including the renewal options, through 2024.			

AWARD OF BIDS/RFPs:

ON-CALL SUMMARY

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

On-Call Bid Title	Description of Services	Vendor(s)	Current Year Amount <i>Multi-Year Estimate</i>
21-062, On-Call Architectural Services	Typical services may include research, design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to building improvements, including utilities such as lighting, water, electrical, gas, and sanitary sewer.	<ol style="list-style-type: none"> 1. Hollis + Miller Architects 2. BBN Architects Inc 3. Clark & Enersen 	<p align="right">*\$300,000 \$1,500,000</p>
21-063, On-Call Carpentry Services	Typical services may include furnishing of all labor, materials, tools, and equipment necessary to competently perform on-call carpentry services (both emergency and non-emergency), upgrades, installations and replacements.	<ol style="list-style-type: none"> 1. The Wilson Group 2. B.A. Green Construction 3. PARIC 	<p align="right">*\$500,000 \$2,500,000</p>
21-064, On-Call Civil Engineering Services	Typical services may include but not be limited to research, mapping, surveying, design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to building improvements, roadways and parking lots, sidewalks, drainage, lighting, and utilities and easements including water, electrical, gas and sanitary sewer.	<ol style="list-style-type: none"> 1. Walter P Moore 2. SK Design Group 3. Kaw Valley Engineering 	<p align="right">*\$100,000 \$500,000</p>
21-065, On-Call Codes Consulting & Building Inspection Services	Typical services may include site visits to inspect areas requiring repairs and construction, recommend solutions for compliance, review construction details, attend meetings and participate in design and construction document review process. The Codes Consultant will confer with state and local building authorities as needed and assist with procuring building permits and approvals as required.	<ol style="list-style-type: none"> 1. Jensen Hughes 	<p align="right">*\$50,000 \$250,000</p>
21-066, On-Call Electrical Repair & Installation Services	Typical services may include furnishing of all labor, materials, tools, and equipment necessary to competently perform on-call electrical maintenance, repairs (both emergency and non-emergency), upgrades, installations and replacements.	<ol style="list-style-type: none"> 1. Heritage Electric 2. Alpha Energy and Electric 	<p align="right">*\$125,000 \$625,000</p>
21-067, On-Call Landscape Architect & Design Consultant Services	Typical services may include the design and assessment of existing landscaping, recommending landscape materials, make design recommendations, provide budgetary information, generate reports and consult with design professionals to provide the best methods and processes for the evaluation, design, renovation and/or construction of landscaping.	<ol style="list-style-type: none"> 1. BBN Architects Inc 2. Confluence 3. Clark & Enerse 	<p align="right">*\$100,000 \$500,000</p>

On-Call Bid Title	Description of Services	Vendor(s)	Current Year Amount Multi-Year Estimate
21-068, On-Call Mechanical, Electrical and Plumbing (MEP) Engineering Services	Typical services may include but not be limited to research, mapping, design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to building mechanical systems, HVAC, lighting, photovoltaic systems and utilities including water, electrical, gas and sanitary sewer.	<ol style="list-style-type: none"> 1. Lankford Fendler + associates 2. Ross & Baruzzini 	<p style="text-align: right;">*\$250,000 \$1,250,000</p>
21-069, On-Call Structural Engineering Services	Typical services may include but not be limited to the following: structural research and evaluation, building structural design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to building improvements and new construction.	<ol style="list-style-type: none"> 1. Structural Engineering Associates 2. Walter P Moore 	<p style="text-align: right;">*\$50,000 \$250,000</p>
21-070, On-Call Painting and Wall-Covering Services	Typical services may include furnishing of all labor, materials, tools, and equipment necessary to competently perform on-call painting and wall covering services. This may include the painting, staining, or refinishing of interior and exterior surfaces (drywall, wood, masonry, metal etc.), minor repairs/patching of drywall and other surfaces.	<ol style="list-style-type: none"> 1. Blue Bear Inc. 2. Haren Contracting 	<p style="text-align: right;">*\$150,000 \$750,000</p>
21-071, On-Call Plumbing Services	Typical services may include furnishing of all labor, materials, tools, and equipment necessary to competently perform on-call plumbing maintenance, repairs (both emergency and non-emergency), upgrades, installations and replacements.	<ol style="list-style-type: none"> 1. Rand Construction 2. U.S. Engineering, LLC 	<p style="text-align: right;">*\$50,000 \$250,000</p>
21-072, On-Call Roof Consulting Services	Typical services may include research, design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to roof repairs and replacements.	<ol style="list-style-type: none"> 1. Roof Asset Management Services 2. RoofTech Consulting 	<p style="text-align: right;">*\$75,000 \$375,000</p>
21-073, On-Call Parking Garage Consulting Services	Typical services may include condition assessments of parking structures, and the specification, bidding and construction administration of maintenance and repairs of parking structures.	<ol style="list-style-type: none"> 1. Walter P Moore 2. PaveTech Consulting 	<p style="text-align: right;">*\$75,000 \$375,000</p>

**All amounts based on historical average spend and anticipated future spending. Estimates only.*

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-062, On-Call Architectural Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 135	1. Hollis + Miller Architects 2. BBN Architects Inc 3. Clark & Enersen 4. Dake Wells Architecture 5. Helix Architecture + Design 6. Hoefer Welker 7. International Architects Atelier 8. Mackey Mitchell Architects 9. Odimo LLC 10. PGAV Architects 11. SFS Architecture 12. TreanorHL 13. Wellner Architects, Inc.	*\$300,000 \$1,500,000	Based on the service capabilities, resources, previous similar experience, and proposed fees, it was determined that the proposals from Hollis + Miller, BBN Architects and Clark & Enersen would most effectively meet the college's requirements. <i>*\$300,000 is based on historical average spend and anticipated future spending. Estimate only.</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Architectural Services as has been done in years past. Typical services may include research, design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to building improvements, including utilities such as lighting, water, electrical, gas, and sanitary sewer. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Michael Rea: Sustainability, Project Manager • Richard Hill: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Hollis + Miller Architects , BBN Architects Inc and Clark & Enersen for On-Call Architectural Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-063, On-Call Carpentry Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 107	1. The Wilson Group 2. B.A. Green Construction 3. PARIC 4. ATP Restoration 5. Haren Contracting, LLC 6. Lytle Construction, Inc. 7. Trinium	<p align="center"> *\$500,000 <i>\$2,500,000</i> </p>	Based on previous similar experience, staff qualifications, communication systems, customer service programs and proposed labor costs, it was determined that the proposals from The Wilson Group, B.A. Green Construction, and PARIC would most effectively meet the college's requirements. <i>*\$500,000 is based on historical average spend and anticipated future spending. Estimate only.</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Carpentry Services. Typical services may include furnishing of all labor, materials, tools, and equipment necessary to competently perform on-call carpentry services (both emergency and non-emergency), upgrades, installations and replacements. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Richard Hill: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
<p>It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from The Wilson Group, B.A. Green Construction, and PARIC for On-Call Carpentry Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.</p>			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-064, On-Call Civil Engineering Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 49	1. Walter P Moore 2. SK Design Group 3. Kaw Valley Engineering 4. Wallace Engineering	<p align="right">*\$100,000 <i>\$500,000</i></p>	Based on the service capabilities, resources, previous similar experience, and proposed fees, it was determined that the proposals from Walter P Moore, SK Design Group, and Kaw Valley Engineering would most effectively meet the college's requirements. <i>*\$100,000 is based on historical average spend and anticipated future spending. Estimate only</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Civil Engineering Services as has been done in years past. Typical services may include but not be limited to research, mapping, surveying, design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to building improvements, roadways and parking lots, sidewalks, drainage, lighting, and utilities and easements including water, electrical, gas and sanitary sewer. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Michael Rea: Sustainability, Project Manager • Richard Hill: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Walter P Moore, SK Design Group, and Kaw Valley Engineering for On-Call Civil Engineering Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-065, On-Call Codes Consulting & Building Inspection Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 230	1. Jensen Hughes 2. Henderson Engineers	*\$50,000 \$250,000	Based on the service capabilities, resources, previous similar experience, and proposed fees, it was determined that the proposal from Jensen Hughes would most effectively meet the college's requirements. <i>*\$50,000 is based on historical average spend and anticipated future spending. Estimate only.</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Codes Consulting & Building Inspection Services as has been done in years past. Typical services may include site visits to inspect any and all areas requiring repairs and construction, recommend solutions for compliance, review construction details, attend meetings and participate in design and construction document review process. The Codes Consultant will confer with state and local building authorities as needed and assist with procuring building permits and approvals as required. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Michael Rea: Sustainability, Project Manager • Richard Hill: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposal from Jensen Hughes for On-Call Codes Consulting & Building Inspection Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-066, On-Call Electrical Repair & Installation Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 97	1. Heritage Electric 2. Alpha Energy and Electric 3. Mark One Electric 4. Pro Circuit Inc. 5. Superior Electrical Construction	*\$125,000 \$625,000	Based on previous similar experience, staff qualifications, communication systems, customer service programs, response times and proposed labor costs, it was determined that the proposals from Heritage Electric and Alpha Energy and Electric would most effectively meet the college's requirements. <i>*\$125,000 is based on historical average spend and anticipated future spending. Estimate only.</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Electrical Repair & Installation Services. Typical services may include furnishing of all labor, materials, tools, and equipment necessary to competently perform on-call electrical maintenance, repairs (both emergency and non-emergency), upgrades, installations and replacements. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Marc Bouton: Supervisor, Maintenance • Michael Rea: Sustainability Project Manager 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Heritage Electric and Alpha Energy and Electric for On-Call Electrical Repair & Installation Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-067, On-Call Landscape Architect & Design Consultant Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 108	1. BBN Architects Inc 2. Confluence 3. Clark & Enersen 4. Gould Evans 5. Lamar Johnson Collaborative 6. LDB Landscape Architecture 7. SWT Design 8. Vireo	<p align="right"> *\$100,000 <i>\$500,000</i> </p>	Based on the service capabilities, resources, previous similar experience, and proposed fees, it was determined that the proposals from BBN Architects, Confluence, and Clark & Enersen would most effectively meet the college's requirements. <i>*\$100,000 is based on historical average spend and anticipated future spending. Estimate only</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Landscape Architect and Design Consultant Services as has been done in years past. Typical services may include the design and assessment of existing landscaping, recommending landscape materials, make design recommendations, provide budgetary information, generate reports and consult with design professionals to provide the best methods and processes for the evaluation, design, renovation and/or construction of landscaping. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Michael Rea: Sustainability, Project Manager • Dean Spaulding: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from BBN Architects, Confluence, and Clark & Enersen for On-Call Landscape Architect & Design Consultant Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-068, On-Call Mechanical, Electrical and Plumbing (MEP) Engineering Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 147	1. Lankford Fendler + associates 2. Ross & Baruzzini 3. Blanchard AE Group 4. Clark & Enersen 5. Custom Engineering 6. Henderson Engineers, Inc. 7. Hoefer Welker 8. IMEG Corp 9. InSite Group, Inc. 10. Professional Engineering Consultants	<p align="center"> *\$250,000 <i>\$1,250,000</i> </p>	Based on the service capabilities, resources, previous similar experience, and proposed fees, it was determined that the proposals from Lankford Fendler + associates, and Ross & Baruzzini would most effectively meet the college's requirements. <i>*\$250,000 is based on historical average spend and anticipated future spending. Estimate only</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Mechanical, Electrical and Plumbing (MEP) Engineering Services as has been done in years past. Typical services may include but not be limited to research, mapping, design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to building mechanical systems, HVAC, lighting, photovoltaic systems and utilities including water, electrical, gas and sanitary sewer. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Michael Rea: Sustainability, Project Manager • Brett Edwards: Supervisor, Maintenance • Kevin Swisher: Building Automation Engineer 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Lankford Fendler + associates, and Ross & Baruzzini for On-Call Mechanical, Electrical and Plumbing (MEP) Engineering Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (*JUNE 28*)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount <i>Multi-year Amount</i>	Justification <i>If other than Low Bid</i>
21-069, On-Call Structural Engineering Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 46	1. Structural Engineering Associates 2. Walter P Moore 3. Clark & Enersen 4. Norton & Schmidt Consulting 5. Professional Engineering 6. Wallace Engineering	*\$50,000 \$250,000	Based on the service capabilities, resources, previous similar experience, and proposed fees, it was determined that the proposals from Structural Engineering Associates and Walter P Moore would most effectively meet the college's requirements. <i>*\$50,000 is based on historical average spend and anticipated future spending. Estimate only.</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Structural Engineering Services as has been done in years past. Typical services may include but not be limited to the following: structural research and evaluation, building structural design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to building improvements and new construction. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Michael Rea: Sustainability, Project Manager • Richard Hill: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Structural Engineering Associates and Walter P Moore for On-Call Structural Engineering Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (*JUNE 28*)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount <i>Multi-year Amount</i>	Justification <i>If other than Low Bid</i>
21-070, On-Call Painting and Wall-Covering Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 135	1. Blue Bear Inc. 2. Haren Contracting	*\$150,000 <i>\$750,000</i>	Based on previous similar experience, staff qualifications, communication systems, customer service programs and proposed labor costs, it was determined that the proposals from Blue Bear Inc. and Haren Contracting would most effectively meet the college's requirements. <i>*\$150,000 is based on historical average spend and anticipated future spending. Estimate only.</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-call Painting and Wall-Covering Services. Typical services may include furnishing of all labor, materials, tools, and equipment necessary to competently perform on-call painting and wall-covering services. This may include the painting, staining, or refinishing of interior and exterior surfaces (drywall, wood, masonry, metal etc.), minor repairs/patching of drywall and other surfaces. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Richard Hill: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Blue Bear Inc. and Haren Contracting for On-Call Painting and Wall-Covering Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount <i>Multi-year Amount</i>	Justification <i>If other than Low Bid</i>
21-071, On-Call Plumbing Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 108	1. Rand Construction 2. U.S. Engineering, LLC 3. Waldinger	*\$50,000 \$250,000	Based on previous similar experience, staff qualifications, communication systems, customer service programs, response times and proposed labor costs, it was determined that the proposals from Rand Construction and U.S. Engineering would most effectively meet the college's requirements. <i>*\$50,000 is based on historical average spend and anticipated future spending. Estimate only.</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Plumbing Services. Typical services may include furnishing of all labor, materials, tools, and equipment necessary to competently perform on-call plumbing maintenance, repairs (both emergency and non-emergency), upgrades, installations and replacements. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Marc Bouton: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Rand Construction and U.S. Engineering for On-Call Plumbing Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-072, On-Call Roof Consulting Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 32	1. Roof Asset Management Services 2. RoofTech Consulting	*\$75,000 \$375,000	Based on the service capabilities, resources, previous similar experience, and proposed fees, it was determined that the proposals from Structural Engineering Associates and Walter P Moore would most effectively meet the college's requirements. <i>*\$75,000 is based on historical average spend and anticipated future spending. Estimate only.</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Roof Consulting Services as has been done in years past. Typical services may include research, design, preparation of plans, specifications, and contract documents, cost estimating, submittals review, presentations, and coordination of subcontractors for projects relating to roof repairs and replacements. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Michael Rea: Sustainability, Project Manager • Richard Hill: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Roof Asset Management Services and RoofTech Consulting for On-Call Roof Consulting Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			

AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE:

\$150,000+

JULY 2021 COMMITTEE OF THE WHOLE (JUNE 28)

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification If other than Low Bid
21-073, On-Call Parking Garage Consulting Services Base Year, 4 Renewal Option Years 7/1/2021 - 6/30/2026 Base Year Fund Source: Varies Firms Notified: 23	1. Walter P Moore 2. PaveTech Consulting	*\$75,000 \$375,000	Based on the service capabilities, resources, previous similar experience, and proposed fees, it was determined that the proposals from Walter P Moore and PaveTech Consulting would most effectively meet the college's requirements. <i>*\$75,000 is based on historical average spend and anticipated future spending. Estimate only.</i>
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish a contract for On-Call Parking Garage Consulting Services. Typical services may include condition assessments of parking structures, and the specification, bidding and construction administration of maintenance and repairs of parking structures. The initial term of the contract will be from July 1, 2021 through June 30, 2022 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> • Jeff Allen: Director, Campus Services & Energy Management • Tom Hall: Associate Vice President, Campus Services/Facilities Planning • Jim Feikert: Director, Procurement Services • Larry Allen: Senior Buyer, Procurement Services • Richard Hill: Supervisor, Maintenance 			
COMMITTEE OF THE WHOLE RECOMMENDATION			
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Walter P Moore and PaveTech Consulting for On-Call Parking Garage Consulting Services on an as-needed basis for a base year and all renewal options through June 2026, according to the specified labor rates.			