

ILLINOIS EASTERN COMMUNITY COLLEGES

**BOARD OF TRUSTEES
MONTHLY MEETING**

February 17, 2009



Location:

**Lincoln Trail College
11220 State Highway 1
Robinson, IL 62454**

**Dinner – 6:00 p.m. – Lincoln Room
Meeting – 7:00 p.m. – Cafeteria**

The mission of Illinois Eastern Community College District 529 is to provide excellence in teaching, learning, public service, and economic development.

**Illinois Eastern Community Colleges
Board Agenda**

**February 17, 2009
7:00 p.m.
Lincoln Trail College**

1. Call to Order & Roll Call.....Chairman Fischer
2. Disposition of Minutes..... CEO Bruce
3. Recognition of Visitors and Guests Bruce
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
Coal Mining Technology/Telecom
6. Policy First Reading (and Possible Approval)..... Bruce
 - A. None
7. Policy Second Reading Bruce
 - A. None
8. Staff Recommendations for Approval
 - A. Statements of Final Construction Compliance.....Browning
 - B. Phase IX Carryover Funds, Project Applications..... Bruce
 - C. Phase IX Carryover Funds, Resolutions Bruce
 - D. DOC Contract Amendment for Lawrence Correctional Center Bruce
 - E. DOC Contract Amendment for Robinson Correctional Center Bruce
 - F. Illinois Sustainability University Compact..... Bruce
 - G. McCoy Property Application Bruce
9. Bid Committee Report Bruce
 - A. Mobile Training Gallery Van for Workforce Education
10. District Finance
 - A. Financial Report.....Browning
 - B. Approval of Financial Obligations.....Browning
11. Chief Executive Officer's Report Bruce
12. Executive Session Bruce

- 13. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes Bruce
 - B. Audio Executive Session Minutes..... Bruce
- 14. Approval of Personnel Report Bruce
- 15. Collective Bargaining Bruce
- 16. Litigation..... Bruce
- 17. Acquisition and Disposition of Property..... Bruce
- 18. Other Items
- 19. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White, and State of Illinois, held in Foundation Hall, at Frontier Community College, 2 Frontier Drive, Fairfield, Illinois, Tuesday, January 20, 2009.

AGENDA #1 – “Call to Order & Roll Call” – Chairman George Andrew Fischer called the meeting to order at 7:00 p.m. and directed the Board Secretary, Harry Hillis, Jr., to call the roll.

Roll Call: The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present:

John D. Brooks, George Andrew Fischer, William C. Hudson “Jr.,” Walter L. Koertge, Larry Rost, Marilyn J. Wolfe. Also present was Terra Ochs, student trustee. Trustees absent: Benda K. Culver. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.

Jack Davis, President of Olney Central College.

Matt Fowler, President of Wabash Valley College.

Timothy Taylor, President of Frontier Community College.

Beverly Turkal, President of Lincoln Trail College.

Renee Smith, Executive Assistant to CEO.

Christine Cantwell, Associate Dean of Academic & Student Support Services.

Alex Cline, Director of Information & Communications Technology.

Kathleen Pampe, Associate Dean, Career Education & Economic Development.

Pamela Schwartz, Associate Dean of Institutional Development.

George Woods, Dean of Workforce Education.

Abbreviations Used in Minutes:

DO – District Office

DOC – Department of Corrections

FCC – Frontier Community College

HLC – Higher Learning Commission

ICCB – Illinois Community College Board

ICCTA – Illinois Community College Trustees Association

IECC – Illinois Eastern Community Colleges

IECEA – Illinois Eastern Colleges Education Association

LCC – Lawrence Correctional Center

LTC – Lincoln Trail College

OCC – Olney Central College

PHS – Protection, Health & Safety

RCC – Robinson Correctional Center

SURS – State Universities Retirement System

WED – Workforce Education
WVC – Wabash Valley College

Condolences Expressed: The CEO informed the Board that Trustee Brenda Culver was absent because of the death of her brother, Louis Palmer. Condolences were expressed to Mrs. Culver and her family.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, December 9, 2008 were presented for disposition. A correction was presented. The Board Action as recorded for Agenda Item #8-C should be corrected to read as follows:

“Board Action: *Trustee Larry Rost made a motion to accept emergency plans for each of the four IECC colleges as recommended. Student Trustee Terra Ochs seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Brenda Culver, Andrew Fischer, William Hudson, Walter Koertge, Larry Rost, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.”*

#2-A. Board Action to Correct Minutes: Trustee Walter Koertge made a motion to amend minutes of the Board of Trustees meeting of Tuesday, December 9, 2008, to correct Agenda Item #8-C, as stated. Trustee William Hudson seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion carried.

#2-B. Board Action to Approve Amended Minutes: Trustee John Brooks made a motion to approve minutes of the foregoing meeting as prepared and amended. Trustee Larry Rost seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion carried.

AGENDA #3 – “Recognition of Visitors and Guests” –

#3-A. Visitors and Guests: Visitors and guests present were recognized, including several Frontier Community College staff members.

(1) Special Presentation: Kathy Pampe reviewed a Job Training Grant that was recently awarded to the IECC district by the U.S. Department of Labor in the amount of \$1,923,719, to be distributed over a period of three years. The grant will be used to both improve existing programs and add new programs.

#3-B. IECEA Representative: None.

AGENDA #4 – “Public Comment” None.

AGENDA #5 – “Reports” –

#5-A. Trustees: None.

#5-B. Report from Presidents: Written reports were noted from each of the colleges.

#5-C. Report from Cabinet: None.

AGENDA #6 – “Policy First Readings (and Possible Approval)” –

#6-A. Victims Economic Security and Safety Act (VESSA) Policy 400.26: The Illinois legislature has added the Illinois Victims Economic Security and Safety Act (VESSA) to the requirements for employers in the State of Illinois. Under VESSA, employees may take up to 12 weeks unpaid leave if they are victims of domestic or sexual violence. For the employee to be eligible, he or she must provide certification documentation by an agent of a victim’s services organization; or a police record or other collaborating evidence. All expenses involved with getting the required certification is the responsibility of the employee. Recertification can be required by the district on a reasonable basis.

A copy of the new VESSA Policy 400.26 was presented and is made a part of the records of this community college district by this reference.

Recommendation: The CEO recommended that second reading be waived and the foregoing new policy (400.26) be adopted to conform with state legal requirements.

Board Action: Trustee William Hudson made a motion to waive second reading and adopt the new “Victims Economic Security and Safety Act (VESSA) Policy 400.26” as recommended. Trustee Larry Rost seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Andrew Fischer, William Hudson, Walter Koertge, Larry Rost, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Brenda Culver. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #7 – “Policy Second Readings” – None.

AGENDA #8 – “Staff Recommendations for Approval” – The following staff recommendations were presented for approval.

#8-A. Tuition Rate Increase: For eligibility for equalization funding, qualified districts must maintain a per credit hour tuition and universal fee rate that is equal to 85% of the statewide average tuition and universal fee rate. The Illinois Community College Board has notified the IECC district that the minimum tuition and universal fee rate required to qualify for fiscal year 2010 equalization funding has been established as \$66.61 per semester hour, which is 85% of the fiscal year 2008 statewide average tuition and universal fee rate. Therefore, for Illinois Eastern to qualify, tuition and universal fees will have to be increased by at least \$3.61. The example of tuition and fees: Fiscal year 2008 statewide average tuition and universal fee rate is \$78.36, and 85% of the fiscal year 2008 average tuition and universal fee rate is \$66.61.

Current IECC tuition: \$60.00.

Current IECC universal fee (technology fee): \$3.00.

Total current tuition and universal fees: \$63.00.

Proposed IECC tuition: \$62.00.

Proposed universal fee (technology fee): \$5.00.

Total proposed tuition and universal fees: \$67.00.

Recommendation: The CEO recommended that IECC's total tuition and universal fees be increased from \$63.00 to \$67.00 per semester hour, effective the summer session of 2009.

Board Action: Trustee Walter Koertge made a motion to increase IECC's tuition and universal fees from \$63.00 to \$67.00 per semester hour, effective the summer session of 2009 as recommended. Trustee Marilyn Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Andrew Fischer, William Hudson, Walter Koertge, Larry Rost, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Brenda Culver. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. Tax Exemption for McCoy Property: All necessary documents to transfer the McCoy Property to the ownership of Illinois Eastern Community College District #529 have been filed and recorded. The district is exempt from property taxes, but must file an application to secure such exemption. Following is the application for tax exemption that must be filed with Betty Bailey, Supervisor of Assessments, Crawford County, Robinson, Illinois, and subsequently with the Illinois Department of Revenue.

Recommendation: The CEO recommended approval of the following application for tax exemption.

1) Illinois Eastern Community College District #529 hereby files this Application for Property Tax Exemption under 35ILCS 200/15-35 for property parcel numbered 05-4-34-043-02, commonly known as the "McCoy Property" located at 310 Locust Street in the City of Robinson, County of Crawford, State of Illinois.

2) Located on the property is a vacant 4025 square foot structure that once housed McCoy's Welding and Heavy Equipment Business.

3) That the Board of Trustees of Illinois Eastern Community College District #529, at a regularly scheduled meeting of the Board of Trustees, held in Fairfield, Illinois, on the 20th day of January, 2009, by a recorded majority vote, did approve the filing of such Application for Property Tax Exemption.

4) That the current assessed valuation of the property is thirteen thousand three hundred sixty dollars (\$13,360.00) and the district hereby requests the property's assessed valuation be reduced to zero dollars (\$0) for the taxing year 2009, and for all future taxing years.

5) If this application is approved, the property's assessed valuation will not be decreased by \$100,000.00 or more and therefore, no units of local government must be notified that this application has been filed and no notice has been provided to other units of local government.

6) That Illinois Eastern Community College District #529 is a duly organized 12-county community college district recognized by the State of Illinois and is statutorily exempt from paying property taxes.

7) That on December 18, 2008, the duly authorized agents of the Board of Trustees of Community College District #529, executed and recorded documents to complete the transfer of the property to the college district.

8) That Community College District #529 will use the facility for educational purposes and that no contracts or leases of the property for other uses are in existence or contemplated, and that activities within the structure shall include but not be limited to, placement of college personnel and office space, degree and non-degree educational programs,

training programs for industry, vocational training programs, and the placement of maintenance equipment and supplies.

9) That a hearing be held on this Application for Property Tax Exemption in the office of Betty Bailey, Supervisor of Assessment, Crawford County, Crawford County Courthouse, Robinson, Illinois, at which time Community College District #529 will present this application for review and approval.

10) That following such hearing, if this application is approved by Betty Bailey, Supervisor of Assessments, Crawford County, Illinois, that such approval be presented to the Crawford County Board of Review for consideration and possible approval, and if approved, subsequently submitted to the Illinois Department of Revenue Office of Local Government Services, Exemption Section (3-502), 101 West Jefferson Street, Springfield, Illinois 62702 for consideration and possible approval.

Board Action: Trustee William Hudson made a motion to approve the foregoing application for property tax exemption for the McCoy Property in Robinson, Crawford County, Illinois as recommended. Student Trustee Terra Ochs seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Andrew Fischer, William Hudson, Walter Koertge, Larry Rost, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Brenda Culver. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-C. Acceptance of Additional McCoy Property: At the November 18, 2008 regular meeting of the Board of Trustees, the Board accepted property conveyed by Mrs. Jane McCoy, located on Locust Street in the City of Robinson. Following that conveyance, Mrs. McCoy has decided to convey additional property, which is located adjacent to the property previously conveyed. Mrs. McCoy provided a deed on January 9, 2009 for the additional property described as follows:

Beginning at a point Three Hundred Ninety-Six (396) feet East Two Hundred Twenty-Five (225) feet South of the Northeast corner of the Original Town, now City, of Robinson, Illinois, thence North Fifty (50) feet, thence West One Hundred Forty-Nine (149) feet, thence South Fifty (50) feet, and thence East One Hundred Forty-Nine (149) feet, to the place of the beginning. Situated in the County of Crawford in the State of Illinois.

Recommendation: The CEO recommended acceptance of the foregoing property conveyance by Mrs. Jane McCoy.

Board Action: Trustee Marilyn Wolfe made a motion to accept the foregoing property conveyance by Mrs. Jane McCoy as described and recommended. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Andrew Fischer, William Hudson, Walter Koertge, Larry Rost, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Brenda Culver. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. Filing of Second "Application for Property Tax Exemption": Earlier in this meeting the Board of Trustees approved a completed Application for Property Tax Exemption for property the Board had received from Mrs. Jane McCoy on November 18, 2008. On January 16, 2009, the district was notified that additional property had been conveyed to the district by Mrs. Jane McCoy. This additional conveyance was accepted by the Board earlier in this

meeting. It has not been possible to prepare a second Application for Property Tax Exemption in the time allowed. The district will be required to either draft a new application or amend the application already approved, and file a new or amended application with Crawford County officials.

Recommendation: The CEO recommended that the Board approve the filing of a second “Application for Property Tax Exemption,” which substantially will be in identical form to the application that the Board earlier in this meeting considered and approved. There is also a possibility that the first application could be amended to reflect the additional property. The CEO therefore recommended additional approval to file an amended “Application for Property Tax Exemption,” if that is possible.

Board Action: Trustee William Hudson made a motion to authorize the Chief Executive Officer to file a second “Application for Property Tax Exemption,” or to file an amended “Application for Property Tax Exemption” to reflect the additional property conveyed to the IECC district by Mrs. Jane McCoy, as described and recommended. Trustee Larry Rost seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Andrew Fischer, William Hudson, Walter Koertge, Larry Rost, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Brenda Culver. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #9– “Bid Committee Report” – The CEO presented the following recommendations of the Bid Committee, followed by Board action as recorded.

#9-A. Frontier Community College: The Bid Committee recommended acceptance of the following bids for motor vehicles for FCC:

(1) Used 2008 or Newer Automobile: The Bid Committee recommended acceptance of the bid that meets all specifications with the best combination of low mileage and sale price from Max Dye, Salem, IL, for a 2008 Chrysler Sebring with 8,600 miles for a total of \$11,6004.00.

Source of Funds: Education Fund. Department: Staff and Faculty.

(2) Used 2007 or Newer Pickup Truck: The Bid Committee recommended acceptance of the low bid that meets all specifications from Terry Wiseman’s, Robinson, IL, for a new 2008 Ford F-150 XL for a total bid of \$20,347.45.

Source of Funds: EDS Congressional Grant. Department: Electrical Distribution Systems.

Recommendation: The CEO recommended approval of the foregoing recommendations of the Bid Committee as outlined.

Board Action: Trustee Larry Rost made a motion to approve the foregoing recommendations of the Bid Committee to accept the bids as listed for an automobile and pickup truck for FCC. Trustee Walter Koertge seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Andrew Fischer, William Hudson, Walter Koertge, Larry Rost, Marilyn Wolfe. Student advisory vote: Yea. Trustees

voting nay: None. Trustees absent: Brenda Culver. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-B. Workforce Education – Mobile Training Gallery Van: The Bid Committee recommended rejecting all bids received and to revise the specifications and rebid at a later date.

Recommendation: The CEO recommended rejecting all bids for a mobile training gallery van for Workforce Education as recommended by the Bid Committee.

Board Action: Trustee Marilyn Wolfe made a motion to reject all bids received for a mobile training van for Workforce Education as recommended. Student Trustee Terra Ochs seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken. The Chair declared the “Ayes” have it and the motion carried.

AGENDA #10 – “District Finance” – The following district financial matters were presented:

#10-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing a balance in all funds of \$6,192,264.40, as of December 31, 2008. As of December 31, the district has spent approximately 48% of the total operating budget.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for January 2009, totaling \$914,495.74, were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Marilyn Wolfe made a motion to approve payment of district financial obligations for January 2009, in the amounts listed, and payments from the revolving fund for December 2008. Trustee Larry Rost seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Andrew Fischer, William Hudson, Walter Koertge, Larry Rost, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Brenda Culver. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 – “Chief Executive Officer's Report” – CEO Terry Bruce presented an informational report on matters of interest to the Board of Trustees.

AGENDA #12 – “Executive Session” – The Board of Trustees did not hold an executive session at this meeting.

AGENDA #13 – “Approval of Executive Session Minutes” – The Board of Trustees did not hold an executive session at the meeting of Tuesday, December 9, 2008.

AGENDA #14 – “Approval of Personnel Report” – The CEO presented the following amended Personnel Report and recommended approval:

400.1. Employment of Personnel

A. Faculty

1. Rick Waldeck. Workforce Education Instructor, effective February 1, 2009.

400.2. Reduction in Force and Adoption of Resolution

A. Classified

1. Laurie Rist, Administrative Assistant, effective February 3, 2009.

Resolution to Reduce Personnel

WHEREAS, the Board of Trustees of Illinois Eastern Community Colleges District Number 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, has the authority to dismiss any classified personnel employed by the Board; and

WHEREAS, the Board of Trustees has therefore decided to dismiss Laurie Rist as a classified employee in and for this Community College District effective on the 3rd day of February, 2009.

NOW, THEREFORE be it and it is hereby Resolved by the Board of Board of Trustees of Illinois Eastern Community Colleges District Number 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois; as follows:

1. That the Board of Trustees has decided to and hereby does dismiss Laurie Rist as a classified employee in and for this Community College district effective on the 3rd day of February, 2009.
2. That the dismissal of said individual constitutes honorable dismissal.
3. That the Chairman and Secretary of the Board are hereby empowered and directed to give notice to the said individual of the dismissal.
4. That this resolution is in full force and effective immediately upon its adoption.

400.3. Special Assignments

- A. Olney Central College – Academic – Spring 2009
Tyler Boyles, Lead Instructor, CRT Auto Service Tech, \$225.
- B. Wabash Valley College – Academic – Spring 2009
Brian Wick, Lead Instructor, Gunsmithing, \$225.

400.4. FMLA Leave Request

A. Classified

1. Megan Dillard, Assistant to the President, WVC, Family Medical Leave, effective February 2, 2009, with up to 12 weeks of leave. The requested leave is unpaid with allowance of substitution of paid leave time.

2. Jennifer Barbre, Clerk/Receptionist, FCC, Family Medical Leave, effective March 1, 2009, with up to 12 weeks of leave. The requested leave is unpaid with allowance of substitution of paid leave time.

400.5. Leave of Absence Approved by CEO since December 9, 2008

- A. None.

400.6. Retirement

- A. Professional/Non-Faculty

- 1. Blenda Demaret, Assistant to the Dean of Instruction, FCC, effective February 18, 2009.

400.7. Resignations

- A. Faculty

- 1. James Patrick, Commercial Custodial Services Instructor, LTC/LCC, effective January 1, 2009.

- B. Classified

- 1. Lee Ann Macy, Office Assistant, International Program, DO, effective January 30, 2009.

Personnel Report Addendum

400.8. Change in Status

- A. Classified

- 1. Deborah Coale, Records Clerk, FCC, to Billing & Records Clerk, FCC, effective January 21, 2009.

#14-A. Board Action to Amend Personnel Report: Trustee Walter Koertge made a motion to amend the Personnel Report, to add an addendum containing Section 400.8 as recommended. Trustee Larry Rost seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion carried.

#14-B. Board Action to Approve Personnel Report: Trustee Larry Rost made a motion to approve the foregoing amended Personnel Report as recommended. Trustee Marilyn Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Andrew Fischer, William Hudson, Walter Koertge, Larry Rost, Marilyn Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Brenda Culver. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – “Collective Bargaining” – None.

AGENDA #16 – “Litigation” – None.

AGENDA #17 – “Acquisition and Disposition of Property” – None.

AGENDA #18 – “Other Items” – None.

AGENDA #19 – “Adjournment” – Trustee Walter Koertge made a motion to adjourn. Student Trustee Terra Ochs seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 8:25 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

A. Visitors and Guests

B. IECEA Representatives

Agenda Item #4

Public Comment

Agenda Item #5

Reports

A. Trustees

B. Presidents

C. Cabinet

Coal Mining Technology/Telecom

Agenda Item #6

Policy First Reading (and Possible Approval)

None

Agenda Item #7

Policy Second Reading

None

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

Statements of Final Construction Compliance

MEMORANDUM

TO: Board of Trustees
 FROM: Terry L. Bruce
 DATE: February 17, 2009
 SUBJECT: Statements of Final Construction Compliance

IECC is required by the Illinois Community College Board (ICCB) to take Board action on Protection, Health and Safety, Capital Renewal and state and locally funded projects completed each year.

Attached are statements of final construction compliance for Illinois Eastern Community Colleges projects as required by the ICCB. There are \$3,302,283 in construction costs for Protection, Health and Safety and locally funded projects which were completed this past year as outlined below. I request that the Board approve these attached statements of final construction as presented so that they may be submitted to the ICCB.

<u>Project Number</u>	<u>Project Name</u>	<u>Actual Cost</u>	<u>Funds</u>
0031-0507	Greenhouse Building	\$ 154,055	L
1680-0905	Upgrade Plumbing	107,776	B
1858-0607	Compressed Air System Replacement	49,501	BE
1859-0607	Ventilation Upgrades	45,052	BE
1860-0607	Site Paving Replacements	143,915	BE
1864-1007	Install/Expand Energy Mgmt Systems	173,798	B
1865-1007	ADA Compliance Work	342,213	B
1866-1007	HVAC Replacement & Upgrades	1,150,075	B
1867-1007	Roof Replacements	368,930	B
1868-1007	Combustible Wall Panel Replacement	114,242	B
1869-1007	Restroom Upgrade	75,098	B
1870-1007	Asbestos Abatement	294,295	B
1871-1007	Site Lighting Upgrade	79,760	B
1872-1007	Door & Window Replacement	184,486	B
1873-1007	Carpet Replacement	19,087	B

TLB/rs

Statement of Final Completion of State and Locally Funded Projects

Name and address of architect/engineer providing the Statement of Final Completion:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost and scope of the project: Greenhouse Building (0031-0507)

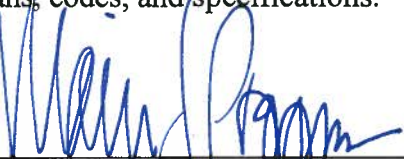
Approved Budget \$ 156,700 Actual Cost \$ 154,055

Approved Scope:

Actual Scope:

Classrooms	_____	_____
Laboratories	_____	_____
Offices	_____	_____
Study	_____	_____
Special Use	_____	_____
Support	_____	_____
Other	_____	_____

I have reviewed the originally approved construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

02.09.2009

Date

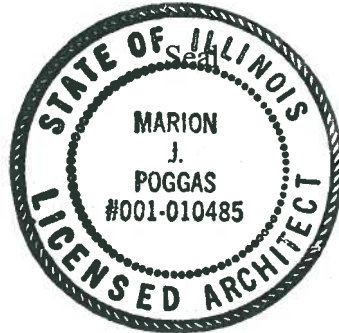
001-010485

Illinois Registration or License Number

District Official's Signature

February 17, 2009

Date



Protection, Health, and Safety Project

Statement of Final Construction Compliance

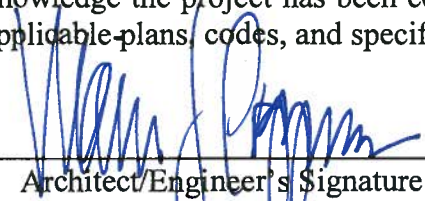
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Upgrade Plumbing (1680-0905)

Approved Budget \$ 173,317 Actual Cost \$ 107,776

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



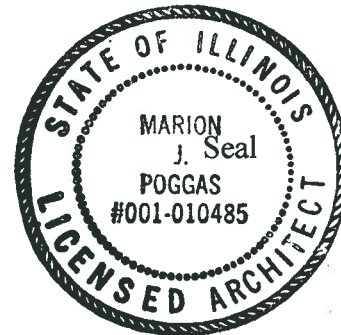
Architect/Engineer's Signature

02.09.2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

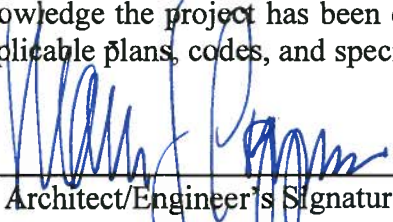
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Compressed Air System Replacement (1858-0607)

Approved Budget \$ 99,329 Actual Cost \$ 49,501

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

02-09-2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

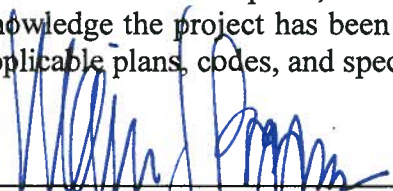
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Ventilation Upgrades (1859-0607)

Approved Budget \$ 60,500 Actual Cost \$ 45,052

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



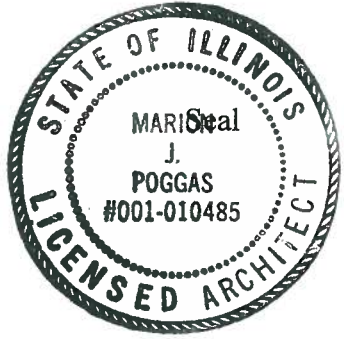
Architect/Engineer's Signature

02-09-2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

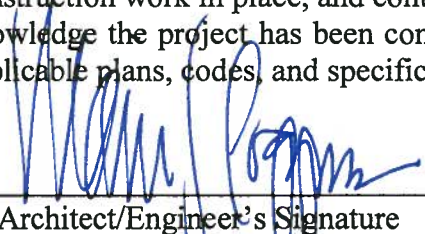
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Install/Expand Energy Mgt. Systems (1864-1007)

Approved Budget \$ 173,700 Actual Cost \$ 173,798

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

02.09.2009
Date

001-010485
Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson
_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: ADA Compliance Work (1865-1007)

Approved Budget \$ 467,800 Actual Cost \$ 342,213

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



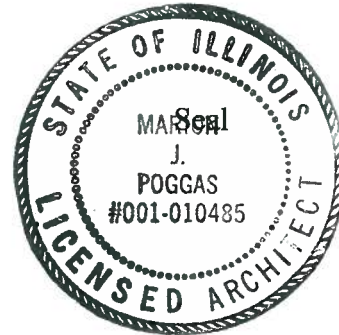
Architect/Engineer's Signature

02-09-2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: HVAC Replacements & Upgrades (1866-1007)

Approved Budget \$ 1,149,500 Actual Cost \$ 1,150,075

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



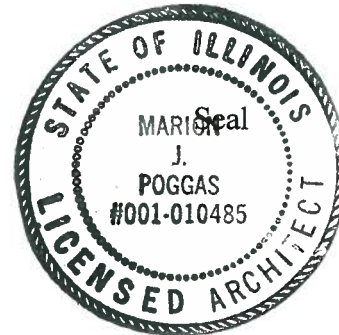
Architect/Engineer's Signature

02-09-2009

Date

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Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

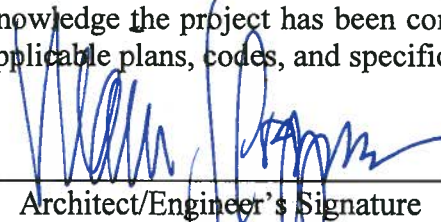
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Roof Replacement (1867-1007)

Approved Budget \$ 471,800 Actual Cost \$ 368,930

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

02-09-2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

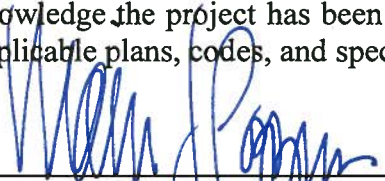
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Combustible Wall Panel Replacement (1868-1007)

Approved Budget \$ 150,300 Actual Cost \$ 114,242

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



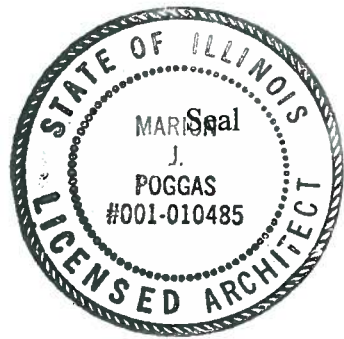
Architect/Engineer's Signature

02-09-2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

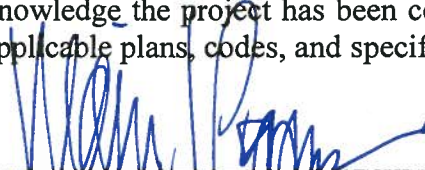
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Toilet Replacement (1869-1007)

Approved Budget \$ 90,800 Actual Cost \$ 75,098

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



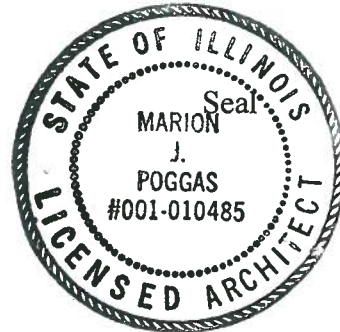
Architect/Engineer's Signature

02.09.2009

Date

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Illinois Registration or License Number



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Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

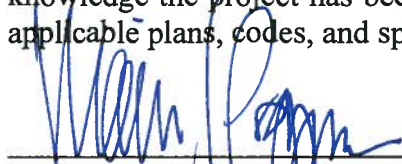
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Site Paving Replacement (1860-0607)

Approved Budget \$ 176,641 Actual Cost \$ 143,915

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

02.09.2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Asbestos Abatement (1870-1007)

Approved Budget \$ 515,900 Actual Cost \$ 294,295

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

02.09.2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

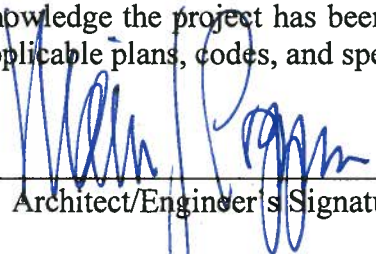
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Site Lighting Upgrade (1871-1007)

Approved Budget \$ 198,500 Actual Cost \$ 79,760

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

02.09.2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

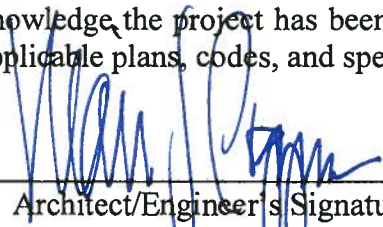
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Door & Window Replacement (1872-1007)

Approved Budget \$ 219,900 Actual Cost \$ 184,486

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

02.09.2009
Date

001-010485
Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Protection, Health, and Safety Project

Statement of Final Construction Compliance

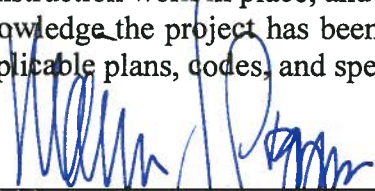
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Image Architects
1118 West Main
P.O. Box 850
Carbondale, IL 62901

Final cost of the project: Carpet Replacement (1873-1007)

Approved Budget \$ 32,700 Actual Cost \$ 19,087

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



Architect/Engineer's Signature

02-09-2009

Date

001-010485

Illinois Registration or License Number



Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Agenda Item #8B

Phase IX Carryover Funds, Project Applications

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 17, 2009
SUBJECT: Phase IX Carryover Funds, Project Applications

Under the Protection, Health, and Safety bonding authority afforded the Board of Trustees, the Board issued \$3.675 million worth of PHS bonds in December of 2007. Because of the nature of the bids on the previous projects funded with this bond issue and because the projects were completed efficiently with minimal change orders, we have excess PHS funds available to be carried over and additional projects completed.

Roger Browning, the Presidents, and the college O & M Team Leaders, have identified several projects including electrical and lighting upgrades at FCC, LTC, and OCC; Restroom repairs and upgrades at LTC; fire suppression upgrades in the cafeterias of LTC, OCC, and WVC; and ADA compliant automatic door openers at FCC that should have priority for these remaining PHS funds. These projects have been incorporated into the Capital Project Applications attached.

Subject to the Board's approval of these project applications, they will be submitted to the Illinois Community College Board for their approval. If the project applications are approved by the ICCB, then we will proceed to bid and complete the projects.

I ask the Board's approval of these Capital Project Application Forms for submittal to the Illinois Community College Board.

TLB/cr

Attachments

(Revised 11/3/99)

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Illinois Eastern Community Colleges District 528

Contact Person Mr. Roger Browning Phone # 618-393-2982

Project Title Electrical & Lighting Upgrades – LTC, OCC, FCC

Project Budget \$ 378,600 () check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2

Date February 9, 2009

Application Type (check the appropriate application type and follow instructions):

Locally Funded New Construction--complete/submit Sections I, II, and II.

Locally Funded Remodeling--complete/submit Sections I and III.

Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.

Protection, Health and Safety--complete/submit Section I and Attachment PHS.

Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.

ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes No

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes? Yes No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Electrical & Lighting Upgrades – LTC, OCC, FCC
Project Budget \$ 378,600

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The existing fluorescent lighting in the teaching laboratories areas of the McCoy Building at Lincoln Trail Community College, and the Welding, Autobody Tech, and Industrial Tech Buildings at Olney Central College are original to the buildings. The fixtures do not meet functional illumination standards and do not light the instructional areas effectively - several fixtures are loose, and all fixtures have tarnished and discolored reflective shields. This project will install new lighting fixtures in place of the existing deteriorated fluorescent fixtures to provide proper lighting for the educational activities in these areas.

Currently at the Frontier Community College LRC parking lot, the only lighting available is minimal spillover from adjacent areas. This creates security concerns for students, staff and visitors that walk after dark to and from the parking lot from other parts of campus. These conditions present inadequate lighting levels and a high maximum to minimum lighting ratio. This project will provide lighting specifically for the parking lot to provide for safe and secure pedestrian traffic.

The theater dimming system at Lincoln Trail College is original to the building (35+ years), and is beyond expected and useful life. Several instances have occurred where malfunctions have rendered the system nonfunctional. Proper parts are difficult or impossible to find for repairs. This project will provide a new dimming and lighting control system to control the stage and house lighting.

The existing electrical service to the McCoy Building at Lincoln Trail Community College is original to the building (late 1930s to early 1940s). The service and wiring are inadequate in size to serve the planned welding laboratory. This project will replace the existing service with new service from the power provider and new main electrical equipment in the building.

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

Remove the existing fluorescent lighting fixtures in the McCoy Building at Lincoln Trail Community College, and the Welding, Autobody Tech, and Industrial Tech Buildings at Olney Central College and replace with new fixtures. The lighting requirements of the International Building Code and the National Electrical Code shall be met with the new lighting system. International PMC 604.3, 605.1

Install site lights immediately adjacent to the Frontier Community College LRC parking lot to provide adequate lighting and to comply with the recommendations of the Illuminating Engineering Society for site lighting. International PMC 302.3

Replace the existing dimming and control systems with new systems. Rewire existing lighting to provide for proper circuiting and control. New equipment shall be UL compliant and installed in accordance with the National Electrical Code. International PMC 604.3

Replace the existing electrical service and main panels with new service and panels in accordance with the National Electrical Code. International PMC 604.2, 604.3

**Attachment #1
Project Budget**

Check One:

- New Construction**
- Remodeling**

Project Name

	<u>Budget Amounts</u>	
	<u>New Construction</u>	<u>Remodeling</u>
Land		
Site Development		
Construction (including Fixed Equipment)		
Mechanical		
Electrical		
General Conditions		
Contingency (10%)		
A/E Professional Fees		
Total		

Protection, Health, and Safety Project Name Electrical & Lighting Upgrades – LTC, OCC, FCC

	<u>Budget Amounts</u>
Project Costs	<u>312,800</u>
Contingency	<u>31,300</u>
A/E Professional Fees	<u>34,500</u>
Total	<u>\$ 378,600</u>

(Revised 11/3/99)

**Attachment #2
Funding Source**

District/College Name Illinois Eastern Community Colleges No. 528

Project Name Electrical & Lighting Upgrades – LTC, OCC, FCC

Check the source(s) of funds:

Available fund balance
(Including excess funds from
previously approved protection,
health, and safety projects)

Fund name (s): O & M (Restricted) - Excess funds
from previously approved protection,
health, and safety projects.

Bond Proceeds
(including protection, health,
and safety bonds)

_____ Type of bond issuance (s):

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

_____ Tax rate/fiscal year:

Contract for Deed
(ILCS 805/3-36)

_____ Term of Contract for Deed in months:

Lending Arrangement with a
Financial Institution
(ILCS 805/3-37)

_____ Term of Lending Arrangements in months:

Lease Agreement
(ILCS 805/3-38)

_____ Term of Lease in months:

Capital Renewal Funding

_____ Proposed Fiscal Year Source(s):

ADA
Access for All Funding

_____ Proposed Fiscal Year Source(s):

Protection, Health, and Safety Signature/Certification Page

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required) x

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification
of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Illinois Eastern Community Colleges Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Image Architects Inc.
1118 West Main Street
Carbondale, Illinois 62901

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

	February 9, 2009
Architect/Engineer's Signature	Date
001-010485	
Illinois Registration or License Number	

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

Replace Theater Lighting/Controls – LTC	125,000
Upgrade Electrical Service/Ltg McCoy Bldg – LTC	51,800
Upgrade Lighting Welding Bldg - OCC	25,200
Upgrade Lighting Autobody Bldg – OCC	17,000
Upgrade Lighting Industrial Tech – OCC	73,800
Install Lighting – LRC Parking Lot	<u>20,000</u>
Subtotal	\$ 312,800
Contingency - 10%	31,300
A/E Compensation and reimbursables	<u>34,500</u>
Project Total	\$ 378,600

Note: Project not yet designed.

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Illinois Eastern Community Colleges District 528

Contact Person Mr. Roger Browning Phone # 618-393-2982

Project Title Toilet & Locker Room Upgrades – LTC

Project Budget \$ 130,100 () check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2

Date February 9, 2009

Application Type (check the appropriate application type and follow instructions):

- Locally Funded New Construction--complete/submit Sections I, II, and II.
- Locally Funded Remodeling--complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
- Protection, Health and Safety--complete/submit Section I and Attachment PHS.
- Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.
- ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes ___ No ___
If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion
- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?
Yes ___ No ___
If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Toilet & Locker Room Upgrades – LTC
Project Budget \$ 130,100

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The toilets and locker rooms serving the Lincoln Trail College gymnasium and natatorium have several issues that require attention. Floors throughout these areas are bare, sealed concrete and become slippery when wet. The ceiling in the women's locker room is damaged and deteriorated due to moisture from below and past roof leaks from above. Toilet partitions in the locker rooms are original to the building and have deteriorated. The same is the case for the doors and frames between the toilets and the pool area. Finally, the shower towers in both the men's and women's locker rooms cannot be completely turned off, and parts can no longer be found to make necessary repairs. This project will address all of these issues.

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

Prepare the existing floors in the toilets and locker rooms and install a non-slip floor coating to provide a safe surface for walking and showering. Illinois Accessibility Code 400.310a)5), International PMC 304.1, 304.4

Replace the ceiling tiles in the women's locker room with moisture resistant tiles. International PMC 304.1, 304.3

Replace the toilet partitions with stainless steel or composite partitions that will resist deterioration from rust. International PMC 304.1

Replace the doors and frames between the toilets and the pool area with stainless steel frames and non-metallic doors. International PMC 304.3, 304.6

Replace four shower towers with new units that will allow proper control and function. International PMC 504.1

**Attachment #1
Project Budget**

Check One:

- New Construction**
- Remodeling**

Project Name

Budget Amounts

New Construction

Remodeling

Land
Site Development
Construction (including Fixed Equipment)
Mechanical
Electrical
General Conditions
Contingency (10%)
A/E Professional Fees
Total

Protection, Health, and Safety Project Name Toilet & Locker Room Upgrades – LTC

	<u>Budget Amounts</u>
Project Costs	<u>107,400</u>
Contingency	<u>10,800</u>
A/E Professional Fees	<u>11,900</u>
Total	<u>\$ 130,100</u>

(Revised 11/3/99)

**Attachment #2
Funding Source**

District/College Name Illinois Eastern Community Colleges No. 528

Project Name Toilet & Locker Room Upgrades – LTC

Check the source(s) of funds:

Available fund balance
(Including excess funds from
previously approved protection,
health, and safety projects)

Fund name (s): O & M (Restricted) - Excess funds
from previously approved protection,
health, and safety projects.

(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds
(including protection, health,
and safety bonds)

_____ Type of bond issuance (s):

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

_____ Tax rate/fiscal year:

Contract for Deed
(ILCS 805/3-36)

_____ Term of Contract for Deed in months:

Lending Arrangement with a
Financial Institution
(ILCS 805/3-37)

_____ Term of Lending Arrangements in months:

Lease Agreement
(ILCS 805/3-38)

_____ Term of Lease in months:

Capital Renewal Funding

_____ Proposed Fiscal Year Source(s):

ADA

Access for All Funding

_____ Proposed Fiscal Year Source(s):

Protection, Health, and Safety Signature/Certification Page

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required) x

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification
of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Illinois Eastern Community Colleges Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Image Architects Inc.
1118 West Main Street
Carbondale, Illinois 62901

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

Architect/Engineer's Signature

February 9, 2009
Date

001-010485
Illinois Registration or License Number

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

Upgrade Toilets/Locker Rooms Natatorium – LTC	107,400
Contingency - 10%	10,800
A/E Compensation and reimbursables	<u>11,900</u>
Project Total	\$ 130,100

Note: Project not yet designed.

(Revised 11/3/99)

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Illinois Eastern Community Colleges District 528

Contact Person Mr. Roger Browning Phone # 618-393-2982

Project Title Fire Suppression Systems Upgrades – LTC, OCC, WVC

Project Budget \$ 72,600 () check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2

Date February 9, 2009

Application Type (check the appropriate application type and follow instructions):

Locally Funded New Construction--complete/submit Sections I, II, and II.

Locally Funded Remodeling--complete/submit Sections I and III.

Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.

Protection, Health and Safety--complete/submit Section I and Attachment PHS.

Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.

ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes No

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?
Yes No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Fire Suppression Systems Upgrades – LTC, OCC, WVC
Project Budget \$ 72,600

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

Several fire suppression systems in kitchen hoods at Lincoln Trail College, Olney Central College, and Wabash Valley College are dry chemical type. The Office of the State Fire Marshal has updated the section of the Illinois Administrative Code that pertains to fire suppression systems for cooking operations that produce grease-laden vapors. Specifically, 41 Ill. Adm. Code 251 has been updated effective October 1, 2008. The modification to the rules now requires that existing fire suppression systems for protecting cooking operations be listed in accordance with Underwriters Laboratories Standard 300 "Standard for Fire Testing of Fire Extinguishing Systems for Protection of Commercial Cooking Equipment". This change requires that non UL-300 compliant existing dry chemical cooking surface suppression systems be replaced by UL-300 compliant wet-chemical fire suppression systems.

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

Replace non-compliant dry chemical kitchen hood suppression systems with new UL-300 compliant wet-chemical systems – two systems at Lincoln Trail College, one system at Olney Central College, and one system at Wabash Valley College. 41 Ill. Adm. Code 251

**Attachment #1
Project Budget**

Check One:

- New Construction**
- Remodeling**

Project Name

Budget Amounts

New Construction

Remodeling

Land
Site Development
Construction (including Fixed Equipment)
Mechanical
Electrical
General Conditions
Contingency (10%)
A/E Professional Fees
Total

Protection, Health, and Safety Project Name Fire Suppression Systems Upgrades – LTC, OCC, WVC

	<u>Budget Amounts</u>
Project Costs	<u>60,000</u>
Contingency	<u>6,000</u>
A/E Professional Fees	<u>6,600</u>
Total	<u>\$ 72,600</u>

(Revised 11/3/99)

**Attachment #2
Funding Source**

District/College Name Illinois Eastern Community Colleges No. 528
Project Name Fire Suppression Systems Upgrades – LTC, OCC, WVC

Check the source(s) of funds:

Available fund balance
(Including excess funds from
previously approved protection,
health, and safety projects)

 X Fund name (s): O & M (Restricted) - Excess funds
from previously approved protection,
health, and safety projects.

(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds
(including protection, health,
and safety bonds)

 Type of bond issuance (s):

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

 Tax rate/fiscal year:

Contract for Deed
(ILCS 805/3-36)

 Term of Contract for Deed in months:

Lending Arrangement with a
Financial Institution
(ILCS 805/3-37)

 Term of Lending Arrangements in months:

Lease Agreement
(ILCS 805/3-38)

 Term of Lease in months:

Capital Renewal Funding

 Proposed Fiscal Year Source(s):

ADA
Access for All Funding

 Proposed Fiscal Year Source(s):

Protection, Health, and Safety Signature/Certification Page

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required) x

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification
of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Illinois Eastern Community Colleges Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Image Architects Inc.
1118 West Main Street
Carbondale, Illinois 62901

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

Architect/Engineer's Signature

February 9, 2009
Date

001-010485
Illinois Registration or License Number

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

Upgrade Fire Suppression Systems – LTC	30,000
Upgrade Fire Suppression System – OCC	15,000
Upgrade Fire Suppression System – WVC	<u>15,000</u>
Subtotal	\$ 60,000
Contingency - 10%	6,000
A/E Compensation and reimbursables	<u>6,600</u>
Project Total	\$ 72,600

Note: Project not yet designed.

(Revised 11/3/99)

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Illinois Eastern Community Colleges District 528

Contact Person Mr. Roger Browning Phone # 618-393-2982

Project Title ADA Hardware Replacement/Supplement – FCC

Project Budget \$ 53,300 () check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2

Date February 9, 2009

Application Type (check the appropriate application type and follow instructions):

- Locally Funded New Construction--complete/submit Sections I, II, and II.
 Locally Funded Remodeling--complete/submit Sections I and III.
 Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
 Protection, Health and Safety--complete/submit Section I and Attachment PHS.
 Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.
 ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes ___ No ___
If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion
- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?
Yes ___ No ___
If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

**ADA Hardware Replacement/Supplement – FCC
Project Budget \$ 53,300**

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

Several entrance doors to buildings at Frontier Community College are equipped with wireless automatic door openers to provide compliance with the Illinois Accessibility Code. The units are not durable and dependable, and are adversely affected by heat, cold and moisture. Often the units are not functioning properly, causing difficulty in building access by students, staff and visitors who are physically impaired. This project will replace the existing units with new hard-wired units and install one new unit at an entrance door that currently does not have an automatic opener.

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

Replace seven wireless automatic door openers with new wired automatic openers. Install a wired opener at the main entrance to the Extension Building. Illinois Accessibility Code 400.310j)10) and 11).

**Attachment #1
Project Budget**

Check One:

- New Construction**
- Remodeling**

Project Name

	<u>Budget Amounts</u>	
	<u>New Construction</u>	<u>Remodeling</u>
Land		
Site Development		
Construction (including Fixed Equipment)		
Mechanical		
Electrical		
General Conditions		
Contingency (10%)		
A/E Professional Fees		
Total		

Protection, Health, and Safety Project Name ADA Hardware Replacement/Supplement – FCC

	<u>Budget Amounts</u>
Project Costs	<u>44,000</u>
Contingency	<u>4,400</u>
A/E Professional Fees	<u>4,900</u>
Total	<u>\$ 53,300</u>

(Revised 11/3/99)

**Attachment #2
Funding Source**

District/College Name Illinois Eastern Community Colleges No. 528

Project Name ADA Hardware Replacement/Supplement – FCC

Check the source(s) of funds:

Available fund balance
(Including excess funds from
previously approved protection,
health, and safety projects)

 X Fund name (s): O & M (Restricted) - Excess funds
from previously approved protection,
health, and safety projects.

(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds
(including protection, health,
and safety bonds)

 Type of bond issuance (s):

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

 Tax rate/fiscal year:

Contract for Deed
(ILCS 805/3-36)

 Term of Contract for Deed in months:

Lending Arrangement with a
Financial Institution
(ILCS 805/3-37)

 Term of Lending Arrangements in months:

Lease Agreement
(ILCS 805/3-38)

 Term of Lease in months:

Capital Renewal Funding

 Proposed Fiscal Year Source(s):

ADA
Access for All Funding

 Proposed Fiscal Year Source(s):

Protection, Health, and Safety Signature/Certification Page

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required) x

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification
of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Illinois Eastern Community Colleges Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Image Architects Inc.
1118 West Main Street
Carbondale, Illinois 62901

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

Architect/Engineer's Signature

February 9, 2009

Date

001-010485

Illinois Registration or License Number

Seal

Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

Replace/Add Automatic Door Openers – FCC	44,000
Contingency – 10%	4,400
A/E Compensation and reimbursables	<u>4,900</u>
Project Total	\$ 53,300

Note: Project not yet designed.

Agenda Item #8C

Phase IX Carryover Funds, Resolutions

Agenda Item #8C

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 17, 2009
SUBJECT: Phase IX Carryover Funds, Resolutions

The following resolutions are required attachments for the Capital Project Applications.

I would request the Board's approval of these attached Resolution to Approve PHS Construction Projects, in order that they may be submitted to the Illinois Community College Board along with the Capital Project Application Forms.

TLB/cr

Attachments

Resolution to Approve PHS Construction Projects

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Community College District No. 529 (Hereinafter referred to as IECC) is authorized to complete necessary projects dealing with handicapped accessibility of students, employees, or visitors; and,

WHEREAS, there is a need for repair and alteration of certain facilities of Illinois Eastern Community Colleges District No. 529; and

WHEREAS, the board has received reports from a licensed professional architect/engineer that there are projects at IECC which requires repair and alterations, as defined in ICCB Rule 1501.601; and,

WHEREAS, Section 3-20.3-01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to sell protection health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the projects recommended for repair and alterations are:

Toilet & Locker room Upgrades – LTC
Total estimated cost including fees and contingency: \$130,100

WHEREAS, the Board certifies these projects also meet the requirements of 805/3-20.3.01 of the Public Community College Act and are necessary projects for Americans with Disabilities Act of 1990 or handicapped accessibility and not routine maintenance projects.

NOW, be it resolved by the Board of Trustees of Community College District 529 as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the projects set forth above require alterations or repair and are necessary to remove accessibility barriers to the students, employees, or visitors of IECC.
3. There are not sufficient funds available in the Operations & Maintenance Fund of IECC to complete the projects set forth above.
4. The cost of the projects above, as determined in the certified estimate of a licensed architect, is not less than \$25,000.
5. Properly completed application forms shall be completed and forwarded to the Illinois Community College Board for approval of the above referenced projects.

Resolution adopted by roll call vote this 17th day of February, 2009.

Approved: Chairman: _____

Secretary: _____

(Revised 11/3/99)

Resolution to Approve PHS Construction Projects

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Community College District No. 529 (Hereinafter referred to as IECC) is authorized to complete necessary projects dealing with handicapped accessibility of students, employees, or visitors; and,

WHEREAS, there is a need for repair and alteration of certain facilities of Illinois Eastern Community Colleges District No. 529; and

WHEREAS, the board has received reports from a licensed professional architect/engineer that there are projects at IECC which requires repair and alterations, as defined in ICCB Rule 1501.601; and,

WHEREAS, Section 3-20.3-01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to sell protection health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the projects recommended for repair and alterations are:

Fire Suppression Systems Upgrades – LTC, OCC, WVC
Total estimated cost including fees and contingency: \$72,600

WHEREAS, the Board certifies these projects also meet the requirements of 805/3-20.3.01 of the Public Community College Act and are necessary projects for Americans with Disabilities Act of 1990 or handicapped accessibility and not routine maintenance projects.

NOW, be it resolved by the Board of Trustees of Community College District 529 as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the projects set forth above require alterations or repair and are necessary to remove accessibility barriers to the students, employees, or visitors of IECC.
3. There are not sufficient funds available in the Operations & Maintenance Fund of IECC to complete the projects set forth above.
4. The cost of the projects above, as determined in the certified estimate of a licensed architect, is not less than \$25,000.
6. Properly completed application forms shall be completed and forwarded to the Illinois Community College Board for approval of the above referenced projects.

Resolution adopted by roll call vote this 17th day of February, 2009.

Approved: Chairman: _____

Secretary: _____

(Revised 11/3/99)

Resolution to Approve PHS Construction Projects

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Community College District No. 529 (Hereinafter referred to as IECC) is authorized to complete necessary projects dealing with handicapped accessibility of students, employees, or visitors; and,

WHEREAS, there is a need for repair and alteration of certain facilities of Illinois Eastern Community Colleges District No. 529; and

WHEREAS, the board has received reports from a licensed professional architect/engineer that there are projects at IECC which requires repair and alterations, as defined in ICCB Rule 1501.601; and,

WHEREAS, Section 3-20.3-01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to sell protection health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the projects recommended for repair and alterations are:

ADA Hardware Replacement/Supplement – FCC
Total estimated cost including fees and contingency: \$53,300

WHEREAS, the Board certifies these projects also meet the requirements of 805/3-20.3.01 of the Public Community College Act and are necessary projects for Americans with Disabilities Act of 1990 or handicapped accessibility and not routine maintenance projects.

NOW, be it resolved by the Board of Trustees of Community College District 529 as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the projects set forth above require alterations or repair and are necessary to remove accessibility barriers to the students, employees, or visitors of IECC.
3. There are not sufficient funds available in the Operations & Maintenance Fund of IECC to complete the projects set forth above.
4. The cost of the projects above, as determined in the certified estimate of a licensed architect, is not less than \$25,000.
7. Properly completed application forms shall be completed and forwarded to the Illinois Community College Board for approval of the above referenced projects.

Resolution adopted by roll call vote this 17th day of February, 2009.

Approved: Chairman: _____

Secretary: _____

(Revised 11/3/99)

Resolution to Approve PHS Construction Projects

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Community College District No. 529 (Hereinafter referred to as IECC) is authorized to complete necessary projects dealing with handicapped accessibility of students, employees, or visitors; and,

WHEREAS, there is a need for repair and alteration of certain facilities of Illinois Eastern Community Colleges District No. 529; and

WHEREAS, the board has received reports from a licensed professional architect/engineer that there are projects at IECC which requires repair and alterations, as defined in ICCB Rule 1501.601; and,

WHEREAS, Section 3-20.3-01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to sell protection health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the projects recommended for repair and alterations are:

Electrical & Lighting Upgrades – LTC, OCC, FCC
Total estimated cost including fees and contingency: \$378,600

WHEREAS, the Board certifies these projects also meet the requirements of 805/3-20.3.01 of the Public Community College Act and are necessary projects for Americans with Disabilities Act of 1990 or handicapped accessibility and not routine maintenance projects.

NOW, be it resolved by the Board of Trustees of Community College District 529 as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the projects set forth above require alterations or repair and are necessary to remove accessibility barriers to the students, employees, or visitors of IECC.
3. There are not sufficient funds available in the Operations & Maintenance Fund of IECC to complete the projects set forth above.
4. The cost of the projects above, as determined in the certified estimate of a licensed architect, is not less than \$25,000.
8. Properly completed application forms shall be completed and forwarded to the Illinois Community College Board for approval of the above referenced projects.

Resolution adopted by roll call vote this 17th day of February, 2009.

Approved: Chairman: _____

Secretary: _____

(Revised 11/3/99)

Agenda Item #8D

DOC Contract Amendment for Lawrence Correctional Center

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 17, 2009
RE: Lawrence Correctional Center
Amendment to FY09 Budget

When the District prepares the Department of Corrections budget, an estimate is made of the number of hours that will be generated at the facility and the payment rate that will be provided by the Illinois Community College Board. For the FY09 Budget, this estimate was made in FY07.

The estimated rate for reimbursement for baccalaureate hours was \$18.61; for business hours \$22.98; and for technical hours was \$61.65. By FY09 the respective reimbursement rates had been changed to \$20.04; \$23.00; and \$55.31 which require us to make an adjustment to the FY09 budget of -\$7,341.49.

The Department of Corrections (DOC) will increase the amount paid to IECC by this identical amount and approves the District's change in the budget.

I ask the Board to approve the change to the FY09 Budget for the Lawrence Correctional Center.

TLB/rs

Agenda Item #8E

DOC Contract Amendment for Robinson Correctional Center

Agenda Item #8E

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 17, 2009
RE: Robinson Correctional Center
Amendment to FY09 Budget

When the District prepares the Department of Corrections budget, an estimate is made of the number of hours that will be generated at the facility and the payment rate that will be provided by the Illinois Community College Board. For the FY09 Budget, this estimate was made in FY07.

The estimated rate for reimbursement for baccalaureate hours was \$18.61; for business hours \$22.98; and for technical hours was \$61.65. By FY09 the respective reimbursement rates had been changed to \$20.04; \$23.00; and \$55.31 which require us to make an adjustment to the FY09 budget of -\$10,172.65.

The Department of Corrections (DOC) will increase the amount paid to IECC by this identical amount and approves the District's change in the budget.

I ask the Board to approve the change to the FY09 Budget for the Robinson Correctional Center.

TLB/rs

Agenda Item #8F

Illinois Sustainability University Compact

Agenda Item #8F

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 17, 2009
RE: Sustainable University Compact

The Illinois Board of Higher Education and the Illinois Community College Board have taken a position in support of the Illinois Sustainable University Compact (ISUC). The ISUC outlines twelve environmental goals that universities and community colleges may adopt for their campuses. The ISUC includes such objectives as purchasing renewable energy, implementing green building practices, developing sustainable transportation options, and improving water conservation.

As of January 27, 2009, 21 of 48 community colleges had agreed to participate in the ISUC.

The total ISUC is attached. I ask the Board's agreement to approve the Illinois Sustainable University Compact.

TLB/rs

Attachment

Agenda Item #8G

McCoy Property Application

Agenda Item #8G

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: February 17, 2009
RE: McCoy Property Application

The deeds for each of the McCoy properties have been filed and Applications for Property Tax Exemption have been filed with the County Assessor of Crawford County.

The Board needs to apply to the Illinois Community College Board (ICCB) for acceptance of this property into the calculation of IECC's assignable square footage. The McCoy building contained approximately 4,025 square feet.

Attached is the Application to the Illinois Community College Board to add the assignable square footage of the McCoy building.

I ask the Board's approval to submit this application to the ICCB.

TLB/rs

Attachment

RESOLUTION

WHEREAS, Mrs. Jane McCoy has made two gifts of property, located in Robinson, Illinois, to Illinois Eastern Community College District #529; and,

WHEREAS, upon this property there is a structure of approximately 4025 square feet; and,

WHEREAS, the District has filed Applications for Property Tax Exemption stating that this property will be used exclusively and solely for the purpose of education; and,

WHEREAS, the District reaffirms its commitment, by this resolution, that the premises involved will be used for educational purposes by Illinois Eastern Community College District #529; and,

WHEREAS, the Illinois Community College Board has the authority to add this assignable square footage to the calculation of benefits due to the District; and,

THEREFORE, the Board of Trustees of Illinois Eastern Community College District #529 hereby petitions the Illinois Community College Board, by this application, that the McCoy property and the structure containing 4025 square feet be added to the assignable square footage approved by the Illinois Community College Board.

Resolution adopted by roll call vote on this 17th day of February, 2009.

Approved: Chairman: _____

Secretary: _____

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Illinois Eastern Community Colleges District 529

Contact Person Mr. Roger Browning Phone # 618-393-2982

Project Title Donation of Building and Lot to Lincoln Trail College

Project Budget \$ 69,500 () check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2

Date February 17, 2009

Application Type (check the appropriate application type and follow instructions):

(Donated Building and Lot)

- Locally Funded New Construction--complete/submit Sections I, II, and II.
 Locally Funded Remodeling--complete/submit Sections I and III.
 Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
 Protection, Health and Safety--complete/submit Section I and Attachment PHS.
 Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.
 ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- 0
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No x

If no, please update your District's Site and Construction Master Plan and submit to the ICCB.
Anticipated date of completion 3-17-09

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
- C. Has the site been determined professionally to be suitable for construction purposes?
Yes _____ No _____ N/A - no construction at this time

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)
Building and lot being donated to Lincoln Trail College, no construction at this time

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Programmatic Justification

Mrs. Jane McCoy currently owns a building located in downtown Robinson. Mrs. McCoy is the widow of W. "Red" McCoy, who operated a local welding and heavy equipment repair business.

The building is a 4,025 square foot facility that would serve as a lab for Lincoln Trail College. It has been kept in good repair over the years and can be easily converted into a building that could house a welding program. Lincoln Trail has a strong desire to revive their welding program and has submitted an application to ICCB for such a revised/improved program.

The land is comprised of three tracts. Tract I is a 75' x 95' lot used for parking. Tract II is a 57' x 159' lot that the building sets upon. Tract III is a 65' x 169' frontal property.

Scope of Work

To accept the property (building and lot) as a donation from a private citizen, Jane H. McCoy.

**Attachment #1
Project Budget**

Check One:

~~New Construction~~ (Donation of Property)

Remodeling

Project Name Donation of Building and Lot to Lincoln Trail College

	<u>Budget Amounts</u>	
	<u>Donation</u>	<u>Upgrades Remodeling</u> (To be done at a later date)
Land	<u>5,500</u>	<u>N/A</u>
Site Development	<u> </u>	<u>N/A</u>
Construction (including Fixed Equipment) (donated building)	<u>64,000</u>	
Mechanical	<u> </u>	<u>17,000</u> Upgrade Lighting
Electrical	<u> </u>	<u>35,000</u> Upgrade Electrical
General Conditions	<u> </u>	
Contingency (10%)	<u>N/A</u>	<u>5,200</u>
A/E Professional Fees	<u>N/A</u>	<u>4,800</u>
Total	<u>69,500</u>	<u>62,000</u> *All upgrades to be done at a later date

Protection, Health, and Safety Project Name

	<u>Budget Amounts</u>
Project Costs	<u> </u>
Contingency	<u> </u>
A/E Professional Fees	<u> </u>
Total	<u> </u>

(Revised 11/3/99)

**Attachment #2
Funding Source**

District/College Name Illinois Eastern Community Colleges No. 529

Project Name Donation of Building and Lot to Lincoln Trail College

Check the source(s) of funds:

Available fund balance _____ Fund name (s): _____
(Including excess funds from
previously approved protection,
health, and safety projects)

Bond Proceeds _____ Type of bond issuance (s): _____
(including protection, health,
and safety bonds)

Protection, Health, and _____ Tax rate/fiscal year: _____
Safety Tax Levy
(ILCS 805/3-20.3.01)

Contract for Deed _____ Term of Contract for Deed in months: _____
(ILCS 805/3-36)

Lending Arrangement with a _____ Term of Lending Arrangements in months: _____
Financial Institution
(ILCS 805/3-37)

Lease Agreement _____ Term of Lease in months: _____
(ILCS 805/3-38)

Capital Renewal Funding _____ Proposed Fiscal Year Source(s): _____

ADA _____ Proposed Fiscal Year Source(s): _____
Access for All Funding

Donation X _____

Square Footage Summary

District/College Name Illinois Eastern Community Colleges District #529

Project Name Donation of Building and Lot to Lincoln Trail College

Identify the increased square footage associated with a new construction project or provide a detailed summary of the space affected by this project. If additional explanation is necessary, please include in the scope of work narrative.

Net Assignable Square Feet

	New Square Footage	Existing Square Footage	Remodeled Square Footage
Classrooms	<u>0</u>	<u> </u>	
Laboratories	<u>4,025</u>	<u> </u>	
Offices	<u>0</u>	<u> </u>	
Study	<u> </u>	<u> </u>	
Special Use	<u> </u>	<u> </u>	
Support	<u> </u>	<u> </u>	
Other	<u> </u>	<u> </u>	
Total NASF	<u> </u>	<u> </u>	
Total Gross Square Feet (GSF)	<u>4,025</u>	<u> </u>	
Efficiency (NASF / GSF)*	<u>100</u> %	<u> </u> %	<u> </u> %

*Minimum acceptable efficiency is 70 percent.

Certification Page

Check if

Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required) x

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification
of this Project

We certify we have examined this application as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project.

Approved by the Illinois Eastern Community Colleges Board of Trustees

Date February 17, 2009

Signed _____, Chairperson

_____, Secretary

Agenda Item #9

Bid Committee Report

BID COMMITTEE REPORT

FEBRUARY 17, 2009

Workforce Education

1. Mobile Training Gallery Van for Workforce Education

TO: Board of Trustees

FROM: Bid Committee

SUBJECT: Bid Recommendation – Mobile Training Gallery Van for Workforce Education

DATE: February 17, 2009

The bid committee recommends that the Board accept the bid of Farber Specialty Vehicles in the amount of \$287,527.00.

At the last Board meeting, the Board considered bids from Farber Specialty Vehicles in the amount of \$298,580.00 and Gerling and Associates in the amount of \$250,480.00. The Gerling bid did not meet bid specifications.

The funds for this purchase come from accounts as follows:

Department of Commerce and Economic Opportunity Grant	\$126,000.00
Department of Commerce and Economic Opportunity Grant	63,522.00
Federal Mining Safety and Health Administration	48,000.00
Peabody Coal Company	15,000.00
Carter Coal Company	10,000.00
Workforce Education Industrial Account	<u>25,005.00</u>
	\$287,527.00

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality and serviceability.

The Bid Committee recommends acceptance of the only bid received that meets all specifications from Farber Specialty Vehicles in Reynoldsburg, Ohio for a total bid of \$287,527.00.

Mobile Training Gallery Van For Workforce Education Bid Tabulation Sheet	
Vendor	Total Bid
Farber Specialty Vehicles Reynoldsburg, OH	\$287,527.00

Respectfully submitted,

Terry Bruce
 Harry Hillis, Jr.
 Diane Lutes
 George Woods

Source of Funds: Mine Safety & Health Administration Grant, State of Illinois, Contributions from Coal Mining Companies and Educational Fund

Department: Workforce Education

The "Advertisement for Bids" was placed in the Daily Republican Register for one (1) day.

TRAINING VAN- DIESEL POWERED

OBJECTIVE OF THE ENGAGEMENT

The Illinois Eastern Community Colleges (hereinafter The Board or IECC) is soliciting proposals from qualified vendors to provide a new 2008/2009 specialty vehicle to be outfitted as a mobile training gallery (MTG). The MTG will be a self-contained vehicle equipped with state-of-the-art equipment including thermal imaging and infrared cameras and LED water resistant lighting. The MTG chassis and generator should be diesel powered. A minimum of 30 feet of interior length should be available to design the maze. The MTG will be used to train breathing apparatus wearers in carrying out tasks under conditions close to those encountered in real life coal mining situations. Through the use of the MTG the performance of the trainees will be improved in the areas of stress control, orientation, and sharpening reactions. MTG must not require CDL license to operate.

DESIGN REQUIREMENTS

The MTG is configured with variable orientation routes with obstacles through a modular construction design. There will be two removable wall sections to run front to rear of vehicle. Effects such as darkness, smoke, heat, noise and glare are to be incorporated to complicate tasks. Areas for storing SCSRs, and a control area shall be designed into the vehicle. One 12 foot slide out room hydraulically or electrically powered shall be designed into the driver side of the vehicle. The slide out area shall extend a minimum of 20 inches. One right-side door and one rear entry/exit door should be included in design. Side door shall have removable landing platform and steps (easily setup by one person); rear door should include ramp. All platforms, steps and ramps shall have stainless steel handrails on all side of the entrances.

The maze should be constructed of steel or aluminum framework. Wire mesh panels should be used to permit free circulation of smoke, heat and sound effects. All steel or aluminum components shall be finished in a durable black epoxy finish to prevent reflection to the IRCCTV. The maze should be designed to allow removal of or modification to the maze layout in a relatively short amount of time. The two removable maze wall sections should include 12-14 fully swinging doors to enhance configuration changes. Two Kennedy type man-doors are to be incorporated into removable maze wall sections. All components of the maze walls must be completely removable. (*Jack Kennedy Metal Products & Buildings, Inc. P.O. Box 138. Taylorville, IL 62568 217-287-7231; [fax] 217-287-7232; www.kennedymetal.com*)

A control room shall be provided in the cab of the vehicle to monitor and control all aspects of the training session. A partition with a solid door (sealable) shall be provided. All controls to be ergonomically designed and arranged in cabinets and wall modules. Control monitors for thermal imaging, infrared cameras, smoke machine, light dimmers and sound system to be located in this area. Vehicle must be a totally open walk through from the cab to the rear of the training area. Door between cab and training area must be sealable to keep smoke and moisture from entering the cab

Requirements for high moisture content should be designed into the vehicle including LED moisture proof lighting fixtures and all electrical fixtures.

Vehicle shall be self contained with generator and HVAC systems. Shoreline shall also be provided with a minimum length 36 feet.

Two 3M vinyl graphics with a 7 year warranty (or equivalent) shall be applied to each side of the body of the MTG. The specific graphic will be determined by IECC. The size of the two (2) 3M vinyl graphics may include the total area of each side of the training gallery.

SPECIFICATIONS

All proposals should meet the following minimum specifications. Please use the space on the enclosed response form (Schedule A) to describe both the specifications you will provide and any innovations or exceptions you will make beyond the minimum specifications.

Basic Specifications and Dimensions

Any dimensions which do not meet the minimum requirements must be listed as exceptions to the specification son form Schedule A..

- Overall length: 39 ft. to 40ft
- Exterior width: 96 in. minimum. Cannot exceed 102"
- Overall height: 13 ft.6 in. maximum
- Interior load space: 30 ft. (back of drivers seat to rear wall)
- Interior width: 92 in. minimum
- Interior headroom: 80 to 84 in.

CHASSIS SPECIFICATIONS

Chassis Type: Freightliner MT 55 or equivalent. All aluminum body, including the cab. Flat front windshield. Diesel powered chassis which will adequately handle the weight and load of the vehicle.

Engine: A diesel powered Cummins engine shall be located in the front of the chassis, with a minimum of 260 horsepower. The engine shall provide power to cruise at 70 miles per hour. Cummins engine is required due to availability of repair shops.

Transmission: Transmission shall be a 5 speed automatic type. Size and capacity ratings of unit shall be fully compatible with maximum engine horsepower and torque ratings. Allison brand transmission required

Suspension: Air suspension designed to provide maximum ride quality and vehicle control.

Cooling System: Heavy duty radiator, with coach fully loaded to maximum G.V.W.R. while climbing a seven mile long, seven percent grade at a minimum speed of 35 mph, cooling system furnished shall be capable of adequately cooling both the engine and transmission at an ambient temperature of 115 degrees F.

Alternator: 12-volt, 200 Amp minimum

GVWR: No less than 25,000 lbs. and no more than 26,000 lbs. CANNOT EXCEED 26,000 lbs.

Batteries: Two chassis 12-volt rated, group 31, 1300 CCA minimum to be provided for engine and one deep cycle battery, group 27, to be provided for auxiliary use and generator. Emergency start jump switch between batteries to be provided.

Brakes: Hydraulic brakes with air supply – air brakes not acceptable.

Fuel Tank: Steel tank with a minimum 60 (U.S.) gallon capacity. Generator fuel pickup tube installed by fuel tank manufacturer, set at depth not to empty tank. Fuel fill door with twist lock.

Instrumentation: Engine hour meter, speedometer, odometer, tachometer, voltmeter, engine oil pressure, engine coolant temperature, transmission oil temperature and fuel gauges; directional signal and high beam indicators, warning lights.

Horns: Dual electric. An electronic type audible backup alarm shall be furnished, designed to automatically activate when the transmission is placed in reverse gear.

Steering: Heavy duty power system designed for vehicle weight and application. An adjustable tilt steering wheel shall be furnished.

Tires/Wheels: All tires (7) furnished shall comply with FMVSS 119. Tires shall be all season radial, tubeless. Seven (7) wheels shall be furnished, four (4) outer aluminum wheels and two (2) inner steel wheels on rear duals. Spare tire and steel wheel to be shipped loose for garage storage.

Undercoating: Body floor, skirt, and wheel housing are to be undercoated after assembly. Ziebert undercoat preferred. Undercoat on all exposed framework.

Drivers Compartment: Automotive features shall include; intermittent windshield wipers, cruise control, auxiliary start circuit, adjustable sun visors, two (2) electric dash fans mounted overhead with dash switch, map light, automotive air conditioning. Swivel driver and passenger seats in driver's compartment. Control room shall be located in the driver's compartment.

Bumpers: Bumpers shall be steel, reinforced to provide maximum protection in a collision.

Body Specifications

Construction: Body framework shall be aluminum, with a minimum 96" wide exterior dimension. Floor must be flat from cab area to rear interior wall. No interior wheel wells to protrude into work area. Flat sidewalls, not curved are preferred to provide maximum interior operations area. Cab will have a sound control package. Exterior side paneling shall be .125 aluminum minimum and be designed to contribute to the overall structural integrity of the coach body. All glass furnished shall be Automotive Approved Safety type. 12 foot in length electric powered slide out room to be located on drivers side of vehicle.

Windshield: Wipers shall provide intermittent feature with single motor and pantograph arms. All glass furnished shall be automotive approved laminated safety type. Glass to be tinted.

Doors: Body shall have one sedan-type entrance door, right side, aft of front axle with slam type lock. Removable steps and platform with handrails should be provided. One door located on rear of vehicle should be provided with ramp. The ramp is to be stored in a below-the-floor compartment. Body shall have a drivers and passengers door with steel recessed step well and assist bar mounted vertically aft of doors to aid in entering and exiting. Doors shall have slider type opening windows. A common key lock system for doors.

Exterior Mirrors: Heated remote control exterior mirrors. Each mirror is to have 60 sq. inch viewing area, flat glass and a 30 inch viewing area, convex glass.

Lights: Provide halogen front headlights and necessary tail lights to meet Federal guidelines.

Insulation: Polyurethane block foam sheet insulation bonded and routed to incorporate framework. Sound adding insulation to be installed in the walls.

Floor Covering: Commercial grade non skid vinyl flooring run front to rear, no seams. Color to be selected at the award of the Request For Proposal. The driver cab area and engine area will have a commercial finish.

Ceiling and Walls: To be finished with white Fiberglass Reinforced Plywood (FRP), one piece front to rear on walls and ceiling.

Seating: Cab driver and passenger swivel seats, all fabric, shall be high back, with arm rests, headrests contoured design, dual-density foam and high-line fabric.

Rearview Camera System

A rearview camera system with exterior speaker and monitor will be provided to assist in backing up the vehicle. Monitor should be a minimum of seven inches measured diagonally and automatically turn on when vehicle gear lever is set in reverse. Camera to provide field of view of one hundred degrees (180) horizontally and eighty degrees vertically

Electrical

One (1) 90-amp converter with charger to convert 120 volts nominal A.C. to 13.6 volts D.C. to include reverse battery polarity protection, brown out input protection. Fan speed to be controlled by converters internal ambient temperature.

120V AC Wiring Requirements

120/240 volt wiring sufficient to supply all electrical services and HVAC requirements, Wiring shall be THHN stranded, bundled, and color coded. All circuits are to be controlled by UL listed magnetic hydraulic circuit breakers. Breakers should be protected GFCI.

12V DC Wiring Requirements

All 12-Volt interior wiring THHN stranded, bundled, color coded and numbered. All circuits to be controlled by UL listed magnetic/hydraulic circuit breakers. Each circuit shall be independently protected.

The complete 12Volt DC wiring system and electrical appliances shall be to modern automotive standards throughout the installation. Electrical items shall include, 120-volt shoreline, 36 ft.

Lighting

Water proof light fixtures to be flush mounted in ceiling with control switch and dimmer located in Control Room.

Two 12-volt exterior floodlights mounted on right side of vehicle. Thirty-two degree optics shall provide sufficient lighting at doors, Controls to be dash mounted.

Generator

One (1) 10Kw Quiet, water cooled, power generator shall be furnished to provide electrical power to the coach electrical system. Diesel powered generator shall be sufficient to power all AC and DC requirements. Include vibration isolation, radio suppression to commercial standards, fan and belt guards, running time meter, and battery charging alternator. Controller to include high engine temperature safety shut down and low oil pressure safety shutdown. Generator shall be plumbed to draw fuel from the chassis fuel tank. Insulation package shall include full heat insulation kit and sound deadening insulation. Entire unit shall be mounted so as to dampen vibration and reduce engine noise. AC power generator furnished shall be designed for heavy duty commercial type application and be capable of operating properly either when the coach is stationary or when traveling on the road. Operator shall be able to select between shoreline use or generator.

Heat / Air Conditioning

Roof air conditioner(s) and electric heat. One air located in control room, one air located in training area. The air conditioning system is to provide dissipation of air conditioning condensation.

Exterior Storage

A minimum of three (3) exterior storage compartments will be required to handle equipment and supplies. All doors shall be locking with hold-ups, full length hinges with a single paddle latch type system.

Warranty

Chassis, motor and drive-train shall be warranted by the manufacturer for a minimum of three years. All body and interior up-fitting warranted for at least one year.

Miscellaneous Required Features

1. Provide leveling and stabilizing system, four point system with touchpad control located in driver's area console.
2. Two (2) front windshield fans (Meradyne 3000 or equal).
3. Interior strobe light.
4. Provide one 18 foot electric powered awning on passenger side of vehicle.
5. Twenty-four inch LCD flat screen monitor be located in cab area overhead cabinet. Sony preferred.
6. Provide recordable DVD/VHS. This shall be a separate unit. Sony or Panasonic preferred.
7. Provide quad splitter to view all cameras simultaneously. A PELCO QD104 Quad splitter preferred
8. Heat simulator installed in the testing area and operated from a panel in the control room. Provide heat surges in immediate proximity to the trainee. Approximate 104 degrees temperatures.
9. Smoke generating machine, 20,000 CFM output capacity to fill the training area with artificial smoke. Unifire brand, model UF-Z1500 preferred. Provide exhaust fan(s) for smoke removal within 60 seconds.
10. Control station inside the cab with camera monitors for four separate views. Three views connected to cameras in the maze area, one to view recorded output. Camera controls, switch controls for safety lights, maze lights controls w/dimmer, smoke control, intercom speakers and microphone to be located in the control module.
11. Two (2) thermal imaging cameras to be provided to provide excellent imagery in total darkness, through smoke. Video output in both NTSC formats. Cameras should be fully adjustable and water resistant.
12. Two (2) CCD infrared cameras to be provided with stainless steel enclosure. Cameras should be fully adjustable within the enclosure. Cameras should be water resistant. Color imaging should automatically switch to black/white under low lighting conditions.
13. Sign on dash with vehicle height listed. "Tail Swing" label to be located on dash.
14. Payload sticker in cab area with vehicle axle loads and available axle payload as built.
15. Two way communications system with controls in the Control Room. Must be able to communicate from Control Room to interior of MTG and from interior of MTG to Control Room.
16. Complete training on all components should be provided.

17. Bid price must include all costs, including shipping and handling.
18. One piece roof and under-floor silicone sealed. Under Coating on all exposed framework. (*Undercoating? Did Farber recommend it?*)
19. Cab shall have overhead storage above the windshield.
20. Bumpers shall be steel front and rear.
21. Minimum of three year warranty on engine and transmission.
22. Removable landing platform and steps
23. 30" wide Main Entrance door, aluminum construction.

EVALUATION CRITERIA

The Proposer may be required to make a presentation. Each Proposer will be evaluated against the following criteria to determine their capabilities of meeting the requirements of this proposal in a manner most advantageous to the needs of Board, price, and other factors considered:

- Overall quality of the proposal including adherence to specifications.
- The Proposer's qualifications and prior experience. Provide a minimum of six (6) references.
- The Proposer's ability to comply with the requirements and specifications of this proposal.
- Ability to meet the delivery requirements.
- Total cost of the vehicle.
- Warranty
- The Proposer's presentation if requested.

Every bidder must be able to provide an on-site inspections of the vehicle during construction and when completed by the vendor. This vehicle must be built in the same general body style as specified.

ENGINEERING BLUEPRINTS: In order to fairly evaluate each vendor's technical ability and design capability, blueprints are to be provided with bid. CAD prints are preferred. The blueprints should be provided as follows:

- Interior floor plan (overhead)
- Right hand section view interior and exterior
- Left hand section view interior and exterior

DELIVERY: The vehicle will be required to be completed and delivered in no more than 60 days after issuance of purchase order. Delivery to be made by vendor driver who will make any minor adjustment to the vehicle as well as explain complete operation of vehicle. Provide a schedule date for the start of construction, final inspection and delivery of the vehicle.

ELIGIBLE PROVIDERS

Who can respond: All businesses who have a demonstrated experience in supplying similar specialty vehicles. Minority and women-owned and operated businesses are encouraged to submit a proposal.

Each proposer is advised that the Board shall hold the contractor totally responsible and accountable for effectively and efficiently providing a specialty vehicle described in this RFP.

Who cannot respond: An organization shall not be considered if:

- It has been debarred by an action of any governmental agency;
- It has had a previous contract with any governmental entity terminated for cause;
- It has not complied with an official order of any agency of the State or the United States Department of Labor to repay disallowed costs incurred during its conduct of projects or services;
- If, at the discretion of the Workforce Board, there is good and just cause.

BID BOND AND PERFORMANCE BOND

Each request for proposal must be accompanied by a bid bond from the manufacturer in the penal amount of ten (10%) percent of the maximum amount of the bid, or in lieu thereof, a certified check in an amount equal to ten (10%) percent of the maximum amount of the bid, to assure the purchaser of the adherence of the Bidder to his proposal, the execution of the Contract, and the option of the Board to request the manufacturer to furnish a 100% performance bond if the proposal is accepted.

Within thirty (30) days after the opening of proposals, the deposits of all but three (3) of the most advantageous proposals who comply with these specifications will be returned. Within ten (10) days after the award of the contract, if an award is made, the deposits of the remaining two (2) unsuccessful proposals will be returned, or if all proposals are rejected, the deposits of said three (3) of the most advantageous proposals will be returned.

DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

Federal regulations require the Board to determine if a contractor is debarred, suspended, ineligible or voluntarily excluded from applying for federal funds. Proposer is required to provide with bid a form signed by an officer of the corporation certifying they are NOT currently debarred, suspended, ineligible or voluntarily excluded from applying for federal funds.

TERMS AND CONDITIONS

This RFP does not commit the Board to award a contract. The Board will not pay any costs incurred by the Proposer in the preparation of this proposal. The Board may accept or reject any or all proposals received as a result of this RFP, or cancel in part or in its entirety this RFP if it is in the best interest of The Board to do so.

The Board may request additional information or a personal interview in support of the written proposals.

The Board may award a contract under this RFP without discussion with the Proposer. Therefore, proposals should be submitted on the most favorable terms from both the technical and cost standpoint.

The Board may require the selected Proposer to participate in negotiations and submit price, technical or other revisions to the proposal as a result of the negotiations.

All proposals must be signed by the authorized consultant submitting the proposal.

SCHEDULE A

Provide a detailed description of the vehicle specifications that are being proposed. Use this form to describe both the specifications you will provide and any innovations or exceptions you will make beyond the minimum specifications outlined in the RFP. Each section must be addressed.

Overall Dimensions Of The Vehicle
Chassis Brand and Model
Description Of The Engine And Transmission
Detail Body Construction
Interior Dimensions
Generator (Specify wattage along with a complete description)
Alternator
GVWR Weight

Front And Rear Axle Capacity
Brakes
Fuel Tank
Instrumentation
Horns/Steering
Tires/Wheels
Dust Sealing
Under Coating
Drivers Compartment Features
Bumpers
Lighting Inside The Vehicle
Heat/Air Conditioning Systems
What are the sizes of the doors and how are they constructed?
Describe the steps and step wells.
Exterior Mirrors

Exterior Lights- Head Lights And Tail Lights
Insulation
Floor Covering
Ceiling
Rear View Camera System
Vehicle Warranty
Infrared camera system
Thermal imaging camera system
Smoke system
DVD/VHS
Quad splitter

All freight, shipping, delivery and handling charges are to be included in bid total. The quotation as submitted on this form will remain firm for six weeks from the date quotation is opened by Illinois Eastern Community Colleges.

TOTAL BID _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX NO. _____

DATE _____

NOTE: PLEASE SUBMIT BID IN DUPLICATE

Agenda Item #10

District Finance

A. Financial Report

B. Approval of Financial Obligations

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
January 31, 2009**

FUND		BALANCE
Educational	\$	395,031.65
Operations & Maintenance	\$	1,878,776.30
Operations & Maintenance (Restricted)	\$	56,777.32
Bond & Interest	\$	283,728.18
Auxiliary	\$	1,507,730.26
Restricted Purposes	\$	109,473.10
Working Cash	\$	61,692.38
Trust & Agency	\$	419,171.36
Audit	\$	(585.92)
Liability, Protection & Settlement	\$	577,770.63
TOTAL ALL FUNDS	\$	5,289,565.26

Respectfully submitted,

Roger Browning, Treasurer

ILLINOIS EASTERN COMMUNITY COLLEGES
Combined Balance Sheet - All Funds
January 31, 2009

	ALL FUNDS
	Fiscal Year 2009
ASSETS:	
CASH	5,289,565
IMPREST FUND	21,500
CHECK CLEARING	12,000
INVESTMENTS	9,849,591
RECEIVABLES	3,259,070
ACCRUED REVENUE	-
INTERFUND RECEIVABLES	-
INVENTORY	512,740
OTHER ASSETS	456,014
TOTAL ASSETS AND OTHER DEBITS:	19,400,480
LIABILITIES:	
PAYROLL DEDUCTIONS PAYABLE	-
ACCOUNTS PAYABLE	98,751
ACCRUED EXPENSES	-
INTERFUND PAYABLES	-
DEFERRED REVENUE	736,278
OTHER LIABILITIES	731,939
TOTAL LIABILITIES:	1,566,968
EQUITY AND OTHER CREDITS:	
INVESTMENT IN PLANT	2,567,241
PR YR BDGTD CHANGE TO FUND BALANCE	765,399
FUND BALANCES:	
FUND BALANCE	7,498,108
RESERVE FOR ENCUMBRANCES	7,002,764
TOTAL EQUITY AND OTHER CREDITS	17,833,512
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	19,400,480

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Statement of Revenues, Expenses,
 and Changes in Net Assets
 As Of January 31, 2009

ALL FUNDS

FY 2009
 YEAR-TO-DATE

REVENUES:

LOCAL GOVT SOURCES	4,630,156
STATE GOVT SOURCES	4,093,075
STUDENT TUITION & FEES	10,394,413
SALES & SERVICE FEES	2,233,353
FACILITIES REVENUE	4,144
INVESTMENT REVENUE	173,831
OTHER REVENUES	88,976
TOTAL REVENUES:	21,617,948

EXPENDITURES:

INSTRUCTION	6,694,210
ACADEMIC SUPPORT	312,178
STUDENT SERVICES	727,509
PUBLIC SERV/CONT ED	39,074
OPER & MAINT PLANT	2,225,612
INSTITUTIONAL SUPPORT	5,859,407
SCH/STUDENT GRNT/WAIVERS	4,834,042
AUXILIARY SERVICES	2,770,387
TOTAL EXPENDITURES:	23,462,419

TRANSFERS AMONG FUNDS:

INTERFUND TRANSFERS	0
TOTAL TRANSFERS AMONG FUNDS:	0

NET INCREASE/DECREASE IN NET ASSETS	-1,844,471
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**OPERATING FUNDS
COMPARISON REPORT FY07-09**

College	Category	FISCAL YEAR 2007			FISCAL YEAR 2008			FISCAL YEAR 2009			
		Annual Budget	Spent Thru January	% of Bdgt	Annual Budget	Spent Thru January	% of Bdgt	Annual Budget	Spent Thru January	% of Bdgt	% of Year
Frontier	Bills		\$1,109,638			\$1,387,575			\$1,577,773		
	Payroll		1,127,662			1,099,102			1,088,665		
	Totals	\$3,458,981	2,237,300	65%	\$3,816,505	2,486,677	65%	\$4,263,669	2,666,438	63%	58%
Lincoln Trail	Bills		833,756			910,846			1,348,251		
	Payroll		1,348,707			1,401,091			1,442,073		
	Totals	3,557,096	2,182,463	61%	3,689,160	2,311,937	63%	4,413,394	2,790,324	63%	58%
Olney Central	Bills		1,113,757			1,170,862			1,659,798		
	Payroll		2,557,132			2,476,391			2,614,866		
	Totals	5,884,839	3,670,889	62%	6,010,935	3,647,253	61%	6,923,845	4,274,664	62%	58%
Wabash Valley	Bills		1,290,525			1,477,971			2,044,975		
	Payroll		1,717,371			1,715,580			1,939,792		
	Totals	4,514,697	3,007,896	67%	4,777,611	3,193,551	67%	5,841,712	3,984,767	68%	58%
Workforce Educ.	Bills		882,795			959,543			1,130,851		
	Payroll		570,651			596,303			692,969		
	Totals	2,421,914	1,453,446	60%	2,575,034	1,555,846	60%	2,886,307	1,823,820	63%	58%
District Office	Bills		137,779			142,696			158,007		
	Payroll		501,874			518,210			529,931		
	Totals	1,240,904	639,653	52%	1,295,077	660,906	51%	1,322,403	687,938	52%	58%
District Wide	Bills		734,942			1,033,052			952,898		
	Payroll		427,892			483,516			509,665		
	Totals	5,282,077	1,162,834	22%	6,443,345	1,516,568	24%	6,231,570	1,462,563	23%	58%
GRAND TOTALS		\$26,360,508	\$14,354,481	54%	\$28,607,667	\$15,372,738	54%	\$31,882,900	\$17,690,514	55%	58%

Excludes DOC

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Expense Report
January 31, 2009

	Amount	% of Total
Salaries	8,817,961	49.85%
Employee Benefits	983,203	5.56%
Contractual Services	354,310	2.00%
Materials	867,223	4.90%
Travel & Staff Development	125,322	0.71%
Fixed Charges	271,116	1.53%
Utilities	739,951	4.18%
Capital Outlay	627,035	3.54%
Other	4,904,393	27.72%
	<u>17,690,514</u>	<u>100.00%</u>

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Executive Session

Agenda Item #13

Approval of Executive's Session Minutes

- A. Written Executive Session Minutes**
- B. Audio Executive Session Minutes**

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: February 12, 2009

RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. Additional information for item 400.6. will be mailed under separate cover

INDEX

- 400.1. Faculty Seniority List for 2008-09**
- 400.2. Reemployment of Faculty for 2009-2010 Academic Year**
- 400.3. Extension of Non-Tenure Status & Adoption of Resolution**
- 400.4. Special Assignment**
- 400.5. Leave of Absence Approved by CEO since January 20, 2009**
- 400.6. Retirement**

PERSONNEL REPORT

400.1. Faculty Seniority List for 2008-09

Accounting

10 yrs. Kristi Urfer (one year seniority for 2008-09 academic year)

Adult Education

14 yrs. Mary Jane Beckett (one year seniority for 2008-09 academic year)

2 yrs. Travis Mathews

Agricultural Technology

* 2 yrs. Steve Hnetkovsky (one year seniority for 2008-09 academic year)

* 2 yrs. Doug Robb (one year seniority for 2008-09 academic year)

Art

2 yrs. Lonnie Devin

1 yr. Michael Conn (one year seniority for 2008-09 academic year)

Automotive Service Tech

6 yrs. Rodney Maxey (one year seniority for 2008-09 academic year)

4 yrs. Brian Wick (one year seniority for 2008-09 academic year)

1 yr. Tyler Boyles (one year seniority for 2008-09 academic year)

Business (Transfer)

32 yrs. Gaziur Rahman (one year seniority for 2008-09 academic year)

4 yrs. Lonnie Devin

3 yrs. Teresa Tegeler

Chemical Sciences

21 yrs. Gary Adams (one year seniority for 2008-09 academic year)

13 yrs. Don Florida (one year seniority for 2008-09 academic year)

1 yr. Nick Wright (one year seniority for 2008-09 academic year)

*/** = same seniority

Coal Mining Technology (non-bargaining unit)

18 yrs. 1mo. Mitchell Wolfe (one year seniority for 2008-09 academic year)
18 yrs. Fred Schwappach (one year seniority for 2008-09 academic year)
11 yrs. Randall Questelle (one year seniority for 2008-09 academic year)
8.5 yrs. Gary Wangler (one year seniority for 2008-09 academic year)
7.5 yrs. Philip Edmondson (one year seniority for 2008-09 academic year)
6 yrs. John Nutter (one year seniority for 2008-09 academic year)
5 yrs. Michael Thomas (one year seniority for 2008-09 academic year)
4.5 yrs. Kim Underwood (one year seniority for 2008-09 academic year)
2.5 yrs. Jim Beers (one year seniority for 2008-09 academic year)
1 yr. Donald Bennett (one year seniority for 2008-09 academic year)
Rick Waldeck (*hire date February 1, 2009*)

Collision Repair Technology

8 yrs. Mark Fitch (one year seniority for 2008-09 academic year)

Communications

11 yrs. Judith Puckett

Computer Science

14.5 yrs. Dan Tahtinen (one year seniority for 2008-09 academic year)
4 yrs. Wayne Morris (one year seniority for 2008-09 academic year)

Computer Networking Specialist

6 yrs. Jeff Cutchin

Counseling

14 yrs. David Cunningham

Diesel Equipment Technology

32 yrs. Larry Hoeszle (one year seniority for 2008-09 academic year)
7 yrs. Scott Balding (one year seniority for 2008-09 academic year)

Drafting Technology

20 yrs. Lonnie Devin

Drama

2 yrs. Barb Shimer (one year seniority for 2008-09 academic year)

Early Childhood Development

31.5 yrs. Linda Kolb (one year seniority for 2008-09 academic year)

Economics

18 yrs. Kathy Doty

Education

16 yrs. Linda Kolb

8 yrs. Kathy Harris (one year seniority for 2008-09 academic year)

Electrical Distribution Systems

1 yr. Steve Rafferty (one year seniority for 2008-09 academic year)

Electronics Technology

4 yrs. Jay Carter (one year seniority for 2008-09 academic year)

English

25 yrs. Brenda Phegley (one year seniority for 2008-09 academic year)

21 yrs. Diane Reed (one year seniority for 2008-09 academic year)

14 yrs. William Tucker (one year seniority for 2008-09 academic year)

9 yrs. Judith Puckett (one year seniority for 2008-09 academic year)

8 yrs. Winifred Wolven (one year seniority for 2008-09 academic year)

5 yrs. Kelly Payne (one year seniority for 2008-09 academic year)

English As a Second Language

6.5 yrs. Mary Mersinger (one year seniority for 2008-09 academic year)

Health

23 yrs. Clyde Buck (one year seniority for 2008-09 academic year)

12 yrs. Kathy Harris

History

29 yrs. Patricia Owens (one year seniority for 2008-09 academic year)
19 yrs. David Denton (one year seniority for 2008-09 academic year)
5 yrs. Carmen Jones (one year seniority for 2008-09 academic year)

Home Economics

16 yrs. Linda Kolb

Horticulture

2.5 yrs. Paul Stouse (one year seniority for 2008-09 academic year)

Industrial Maintenance Technology

33 yrs. Russ Jausel (one year seniority for 2008-09 academic year)
* 8 yrs. Michael McKern (one year seniority for 2008-09 academic year)
* 8 yrs. Gary Spraggins (one year seniority for 2008-09 academic year)

Industrial Studies

3 yrs. Byford Cook (one year seniority for 2008-09 academic year)

Information Processing

11 yrs. Wayne Morris

Information Systems Management

2 yrs. Jeff Cutchin (one year seniority for 2008-09 academic year)

Life Science

29 yrs. Don Leynaud (one year seniority for 2008-09 academic year)
24 yrs. James Burnett (one year seniority for 2008-09 academic year)
22 yrs. Anuradha Roy (one year seniority for 2008-09 academic year)
10 yrs. Richard Poskin (one year seniority for 2008-09 academic year)
9 yrs. Christian Mathews (one year seniority for 2008-09 academic year)
* 6 yrs. Nixie Hnetkovsky (one year seniority for 2008-09 academic year)
* 6 yrs. Carrie Mallard (one year seniority for 2008-09 academic year)
3 yrs. Nick Short (one year seniority for 2008-09 academic year)

*/** = same seniority

Machine Shop Technology

11 yrs. Byford Cook
6 yrs. Mark Pettigrew (one year seniority for 2008-09 academic year)

Manufacturing Technology

5 yrs. Gary Wise (one year seniority for 2008-09 academic year)

Marketing Business Management

15 yrs. David Wilderman (one year seniority for 2008-09 academic year)

Massage Therapy

2 yrs. Penny Campbell (one year seniority for 2008-09 academic year)

Mathematics

16 yrs. C. Allen Brown (one year seniority for 2008-09 academic year)
10 yrs. Lisa Benson (one year seniority for 2008-09 academic year)
8 yrs. Laurel Cutright (one year seniority for 2008-09 academic year)
3 yrs. Mary Jane Beckett
* 2 yrs. Don Florida
* 2 yrs. Kimberly Stevens (one year seniority for 2008-09 academic year)

Microcomputer Support Specialist

1 yr. Travis Matthews (one year seniority for 2008-09 academic year)

Music

18 yrs. Yvonne Newlin (one year seniority for 2008-09 academic year)
5 yrs. Suzanne Downes (one year seniority for 2008-09 academic year)
1 yr. Ryan Perry (one year seniority for 2008-09 academic year)

*/** = same seniority

Nursing

20 yrs.	Carole Fusco (one year seniority for 2008-09 academic year)
19 yrs.	Kathleen Nelson (one year seniority for 2008-09 academic year)
16.5 yrs.	Kathleen Hudson (one year seniority for 2008-09 academic year)
8.5 yrs.	Janet Kinkade (one year seniority for 2008-09 academic year)
8 yrs.	Tamara Fralicker (one year seniority for 2008-09 academic year)
7 yrs.	Teresa Diekmann (one year seniority for 2008-09 academic year)
6 yrs.	Ruby Houldson (one year seniority for 2008-09 academic year)
5.5 yrs.	Hollie Kelly (one year seniority for 2008-09 academic year)
5 yrs.	Lori Phillips (one year seniority for 2008-09 academic year)
* 4 yrs.	Brenda Grove (one year seniority for 2008-09 academic year)
* 4 yrs.	Anne Hustad (one year seniority for 2008-09 academic year)
* 4 yrs.	Sharen Wolke (one year seniority for 2008-09 academic year)
3.5 yrs.	Holly Farley (one year seniority for 2008-09 academic year)
** 3 yrs.	Shirley Smithenry (one year seniority for 2008-09 academic year)
** 3 yrs.	Angelia Williams (one year seniority for 2008-09 academic year)
2.5 yrs.	Cheryl Dill (one year seniority for 2008-09 academic year)
2 yrs.	Judith Hudson (one year seniority for 2008-09 academic year)
1 yr.	Mary Doerner (one year seniority for 2008-09 academic year)
	Susan Batchelor (<i>hire date 1-7-2009</i>)

Office Careers

19 yrs.	Teresa Tegeler (one year seniority for 2008-09 academic year)
14 yrs.	Bea Abernathy (one year seniority for 2008-09 academic year)
* 10 yrs.	Kathy Doty (one year seniority for 2008-09 academic year)
* 10 yrs.	Cathy Robb (one year seniority for 2008-09 academic year)
7 yrs.	John Kendall (one year seniority for 2008-09 academic year)
** 6 yrs.	Shasta Bennett (one year seniority for 2008-09 academic year)
** 6 yrs.	Amie Mayhall (one year seniority for 2008-09 academic year)

Physical Education

22 yrs.	Kathy Harris
7 yrs.	Clyde Buck

Physics

10 yrs.	Robert Mason (one year seniority for 2008-09 academic year)
2 yrs.	Alan O'Keefe (one year seniority for 2008-09 academic year)

* /** = same seniority

Psychology

30 yrs. David Cunningham (one year seniority for 2008-09 academic year)
9 yrs. John Day (one year seniority for 2008-09 academic year)
7 yrs. Susan Polgar (one year seniority for 2008-09 academic year)
3 yrs. Andrea Gere (one year seniority for 2008-09 academic year)

Quality Improvement Specialist

8 yrs. Lonnie Devin (one year seniority for 2008-09 academic year)

Radio/TV Broadcasting

3 yrs. Kyle Peach (one year seniority for 2008-09 academic year)

Religion

12 yrs. Judith Puckett

Social Services

7 yrs. Judy Neikirk (one year seniority for 2008-09 academic year)

Spanish

13.5 yrs. Hal Kizer (one year seniority for 2008-09 academic year)

Speech

10 yrs. James Tucker (one year seniority for 2008-09 academic year)
6 yrs. Jill Winter (one year seniority for 2008-09 academic year)

Telecommunications Technology

20 yrs. David Goodson (one year seniority for 2008-09 academic year)
11 yrs. Tom Baird (one year seniority for 2008-09 academic year)
10 yrs. George Kocher (one year seniority for 2008-09 academic year)
6 yrs. Travis Matthews
1 yr. Chris Teague (one year seniority for 2008-09 academic year)

400.2. Reemployment of Faculty for 2009-2010 Academic Year

A. Continuation of Tenure

1. Bea Abernathy
2. Gary Adams
3. Tom Baird
4. Scott Balding
5. Mary Jane Beckettell
6. Shasta Bennett
7. Lisa Benson
8. C. Allen Brown
9. Clyde Buck
10. James Burnett
11. Jay Carter
12. Byford Cook
13. David Cunningham
14. Jeff Cutchin
15. Laurel Cutright
16. John Day
17. David Denton
18. Lonnie Devin
19. Teresa Diekmann
20. Kathy Doty
21. Suzanne Downes
22. Phillip Edmondson
23. Mark Fitch
24. Donald Florida
25. Tamara Fralicker
26. Carole Fusco
27. David Goodson
28. Brenda Grove
29. Kathryn Harris
30. Nixie Hnetkovsky
31. Larry Hoeszle
32. Ruby Houldson
33. Kathleen Hudson
34. Anne Hustad
35. Russell Jausel
36. Carmen Jones
37. Hollie Kelly
38. John Kendall
39. Janet Kinkade
40. Hal Kizer
41. George Kocher
42. Linda Kolb
43. Don Leynaud
44. Carrie Mallard
45. Rob Mason
46. Christian Mathews
47. Travis Matthews
48. Rodney Maxey
49. Amie Mayhall
50. Michael McKern
51. Mary Mersinger
52. Wayne Morris
53. Judy Neikirk
54. Kathleen Nelson
55. Yvonne Newlin
56. John Nutter
57. Patricia Owens
58. Kelly Payne
59. Mark Pettigrew
60. Brenda Phegley
61. Lori Phillips
62. Susan Polgar
63. Richard Poskin
64. Judith Puckett
65. Randy Questelle
66. Gaziur Rahman
67. Diane Reed
68. Cathy Robb
69. Anurahda Roy
70. Fred Schwappach
71. Gary Spraggins
72. Dan Tahtinen

- | | |
|--------------------|-------------------------|
| 73. Teresa Tegeler | 80. Brian Wick |
| 74. Michael Thomas | 81. David Wilderman |
| 75. James Tucker | 82. Jill Winter |
| 76. William Tucker | 83. Gary Wise |
| 77. Kim Underwood | 84. Mitchell Wolfe |
| 78. Kristi Urfer | 85. Sharen Wolke |
| 79. Gary Wangler | 86. Winifred Ann Wolven |

B. Initial Tenure

1. Holly Farley
2. Andrea Gere
3. Kyle Peach
4. Nick Short
5. Angelia Williams

C. Non-Tenure

1. Susan Batchelor
2. James Beers
3. Donald Bennett
4. Tyler Boyles
5. Penny Campbell
6. Michael Conn
7. Cheryl Dill
8. Mary Doerner
9. Steve Hnetkovsky
10. Judith Hudson
11. Alan O'Keefe
12. Ryan Perry
13. Steve Rafferty
14. Doug Robb
15. Barbara Shimer
16. Kimberly Stevens
17. Paul Stouse
18. Christopher Teague
19. Rick Waldeck
20. Nick Wright

400.3. Extension of Non-Tenure Status & Adoption of Resolution

A. Faculty

1. Shirley Smithenry

400.4. Special Assignment

A. Olney Central College

Recommended		Academic Year
1. Extra Curricular		
2008-2009		
Laurel Cutright	WYSE Coordinator	\$ 550

400.5. Leave of Absence Approved by CEO since January 20, 2009

A. None

400.6. Retirement

A. Classified

1. Andy Pottorff, Custodian, FCC, effective April 1, 2009

Agenda Item #15

Collective Bargaining

Agenda Item #16

Litigation

Agenda Item #17

Acquisition and Disposition of Property

Agenda Item #18

Other Items

Agenda Item #19

Adjournment

TENTATIVE
Protection, Health, Safety and ADA
Projects Schedule
Phase 9

	Estimated Budget										
Districtwide Plumbing & Electrical Survey	\$38,500	██████████									
Install / Expand Energy Mgt System - FCC	\$173,700	██████████									
Districtwide ADA Compliance Work	\$467,800	██████████									
HVAC Replacements & Upgrades, LTC, OCC	\$1,149,500	██████████									
Roof Replacement - LTC, OCC	\$471,800	██████████									
Combustible Wall Panel Replacement, LTC	\$150,300	██████████									
Toilet Replacement & Upgrade, LTC	\$90,800	██████████									
Districtwide Asbestos Abatement	\$515,900	██████████									
Site Lighting Upgrade, OCC	\$198,500	██████████									
Door & Window Replacement, LTC & OCC	\$219,900	██████████									
Carpet Replacement, WVC	\$32,700	██████████									
Storm Water Remediation, WVC	\$121,000	██████████									
GRAND TOTAL	\$3,630,400		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Partial Accepted	Fully Accepted

1/31/2009