

**RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
BOARD OF TRUSTEES REGULAR MEETING**

**CLINTON COUNTRY CLUB
Clinton, Illinois**

October 17, 2006

The Vision: To be the premier source for education, workforce training, partnerships, and economic development.

College Mission: To offer educational programs which enable students to achieve their potential by obtaining the abilities, attitudes, and skills needed for personal and professional growth.

Core Values: Commitment, Respect, Excellence, Accountability, and Diversity

REACH PRESENTATION – 5:30 p.m.

- I. Convening of the Regular Meeting – 6:15 p.m.
 - A. Call to Order
 - B. Roll Call
- II. [Minutes of the Regular Meeting on September 19, 2006](#)
- III. Appearance of Citizens and Introduction of Guests
- IV. Written Communications
 - Correspondence from Bob and Phyllis Schwandt thanking Dr. Saunders for the Foundation's dinner given in their honor
 - Correspondence from Bill Brady, State Senator, 44th Legislative District, acknowledging Richland Community College's Constitution Day celebration
 - Correspondence from Kevin Kast, Executive Vice President/Administrator, St. Mary's Hospital, thanking Dr. Saunders and staff for hosting a luncheon and tour for he and his staff
 - Correspondence from Paul Otte, President, Franklin University, recognizing two Community College Alliance students' graduation from Franklin University
 - Correspondence from Dr. Elaine S. Johnson, Vice President, Illinois Community College Board, informing Richland Community College that the Entrepreneur Certificate program has been approved

- [Foundation Report](#)
- Student Senate Election Results – Fall 2006
- [College Activities Highlights](#)
- [Personnel Updates](#)

V. Special Reports

A. Report of the President

1. FY'06 Audit (to be distributed at meeting for review only)
2. Strategic Plan Update – Teena Zindel-McWilliams

B. College Spotlight – High Tech Edge Project – Ron Wilson, Clinton High School, and Clinton Christian Academy students

C. Report of ICCTA

D. Report of Audit Committee

E. Report of Student Trustee

F. [Agreements/Contracts authorized by President Saunders for the month of August/September 2006](#)

VI. Executive Session (IVORY COLOR)

VII. Consent Agenda (PINK COLOR)

A. Purchase Recommendations and Bids

1. [Purchase of Welding Equipment](#)

B. Full-Time Employments

1. [John Bell](#) - Assistant Director of Human Resources – Finance and Administration
2. [Erik Ashby](#) - Director of Campus Life – Enrollment and Retention Services
3. Director of Decatur Community Partnership

C. Part-Time Employment

1. [Lori Pumphrey](#) – Evening Secretary I – Business & Technology

VIII. Old Business (BLUE COLOR)

A. [Construction Report](#)

IX. New Business (IVORY COLOR) – None

X. Board Policies, Proposals, and Changes (YELLOW COLOR) – None

XI. *Financial Report (GREEN COLOR)*

A. Treasurer's Report and Financial Statement (WHITE COLOR)

B. Bills for Ratification

XII. Adjournment

Bold and Italics Denotes Action Items

**MINUTES OF BOARD OF TRUSTEES REGULAR MEETING
DISTRICT NO. 537
RICHLAND COMMUNITY COLLEGE
ONE COLLEGE PARK – DECATUR, ILLINOIS 62521**

September 19, 2006

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 5:35 p.m. on Tuesday, September 19, 2006, in Conference Room A/B of the College by Chairman Prince. Chairman Prince also recited the College Vision, Mission and Core Values.

Roll Call

Members Present:

Carol Chiligris, Rita Colee, Julie Curry, Tim Dudley, Rev. Wayne Dunning, Michelle Jorgensen, Dr. Larry Osborne, and Randy Prince

Also present: Dr. Gayle Saunders, President, Attorney Darrell Woolums, Attorney Jim Zuehl, and other staff members

MINUTES OF PREVIOUS MEETINGS

The minutes of the regular meeting of August 22, 2006, had been distributed to the Board prior to this meeting.

Osborne moved to approve the minutes of the August 22, 2006, meeting, as amended. Colee seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Linda Boles, Secretary/Treasurer for Richland Adjunct Federation of Teachers Local #6218, addressed the Board regarding the union's hope that, with the help of mediation, a fair agreement will be reached.

WRITTEN COMMUNICATIONS

1. College Activities Report
2. Memorandum from Deborah McGee, Director, Human Resources, regarding the Personnel Updates:
 - Sarah McDaniel, Administrative Assistant, Decatur Community Partnership, has resigned her position effective September 1, 2006.
 - Tammy Stanton, Secretary I, Communications, Education, Humanities, and Fine Arts Division, has resigned her position effective September 13, 2006.

SPECIAL REPORTS

REPORT OF THE PRESIDENT

Dr. Saunders reported that the Student Welcome Back cook-out was held on September 7, 2006, and featured the "Barefoot Hawaiians".

Michele Bromberg, Nursing Act Coordinator for the Illinois Financial and Professional Regulation Department, conducted "A Central Illinois Listening Tour for Nursing Education" on September 7, 2006. Ms. Bromberg toured the Health Professions Division and met with Health Professions faculty prior to the round table discussions.

Constitution Day was observed on September 15, 2006. Carol Chiligiris, Tim Dudley, Rev. Wayne Dunning, and Randy Prince participated in the reading of the Declaration of Independence.

The Food Systems Policy Food Defense Tabletop exercise will be held on Friday, September 22, 2006, from 8:30 a.m. – 3:00 p.m. in the Shilling Salons.

Carol Chiligiris, Randy Prince, and Dr. Saunders will travel to Orlando, Florida, on October 10-14, 2006, for the ACCT Annual Leadership Congress.

The next board meeting will be October 17, 2006, at Clinton Country Club, Clinton, Illinois, beginning at 6:15 p.m.

The Fall scholarship reception will be held on Sunday, October 29, 2006, at 1:30 p.m. in the Shilling Salons. Board members are encouraged to attend.

A request to purchase welding equipment in the amount of \$12,000 will be presented at the October board meeting.

The College will be closed on October 9, 2006, in observance of Columbus Day.

REPORT OF ICCTA

Carol Chiligiris reported that she will attend the ICCTA seminar on September 29, 2006. The session will include a Legal Update on the Illinois Ethics Act and Part 1 of the Best Practices for Community Colleges. Carol encouraged all Board members to attend.

REPORT OF STUDENT TRUSTEE

Michelle Jorgensen reported that Student Senate elections will be held Wednesday, September 20, 2006, and Thursday, September 21, 2006. Newly elected senators will be present at the November Board meeting. A double feature drive-in movie will be held on September 22, 2006.

REPORT OF AGREEMENTS/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF AUGUST 2006

During the month of August, Dr. Saunders signed six (6) documents that are listed in the Board Book. On August 10, Dr. Saunders signed the Office of the Secretary of State, Illinois State Library Agreement for the FY 2007 Family Literacy Project and FY 2007 Adult/Volunteer Literacy Project. On August 16, Dr. Saunders signed the contract for Educational Dividends Services for the High Tech Edge Project to provide dual credit opportunities for high school students. On August 18, Dr. Saunders signed the FY 2007 Illinois Community College Board Career and Technical Education Program Perkins Postsecondary Grant Agreement. On August 29, Dr. Saunders signed the FY 2007 Illinois Community College Board Adult Education and Family Literacy Grant Agreement. On August 29, Dr. Saunders signed the FY 2007 Illinois Board of Higher Education Innovation Grant for Diversity in Faculty Hiring. On August 29, Dr. Saunders signed the FY 2007 Illinois Board of Higher Education Innovation Grant for Encouraging Diversity Growth through Education (EDGE) Program.

All of the agreements are on file in the President's Office for review.

EXECUTIVE SESSION

Dudley moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for discussion of collective negotiating matters, as specified in Section 2 (c) (2); for discussion of land acquisition, as specified in Section 2 (c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (11), and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act. Osborne seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

Meeting recessed at 5:56 p.m.

Meeting convened into closed session at 5:56 p.m.

Meeting reconvened into open session at 6:56 p.m.

Vice Chairman Rita Colee left the meeting following Executive Session.

CONSENT AGENDA

Charge-Backs

A recommendation to approve the charge-back for Julie Ellis to attend Oakton Community College in the NCLEX Certificate program for the Fall 2006 semester was presented to the Board for approval.

Full-Time Employments

A recommendation to approve the employment of Rhonda Mitchell as Director of Budgeting for Finance and Administration at a salary of \$47,000, effective October 23, 2006, was presented to the Board.

A recommendation to approve the employment of Terry Robinson as Dean of Continuing and Professional Education at a salary of \$68,667, effective October 11, 2006, was presented to the Board.

A recommendation to approve the employment of James Bryon Kirwan as Director of Food Systems Policy Council at a salary of \$51,500, effective October 16, 2006, was presented to the Board.

Temporary Full-Time Employments

A recommendation to approve the employment of Dency Grubbs as Temporary ISTEP Specialist for Enrollment and Retention Services at a salary of \$1,971.66 per month, effective September 20, 2006, was presented to the Board.

Documentation supporting the Consent Agenda is on file with original copy of minutes.

Dunning moved to approve the consent agenda items as presented. Osborne seconded. Roll call vote being six ayes and one present (Dudley), Chairman Prince declared the motion carried.

OLD BUSINESS

Construction Report

Greg Florian, Vice President of Finance and Administration, updated the Board on the current construction projects and the status of each. Due to the frequent rain, the construction schedule for the Agri-Business and Occupational Technology Center has been extended beyond the original August 2007 date. Contractors have been urged to make adjustments to their work in order to get the project back on schedule. Because of these delays, the adjusted schedule shows the building to be completed in mid-September. Additionally, the structural steel supplier has experienced some difficulty getting the materials delivered. The concrete floor slab should be poured within the next week. Most of the plumbing and electrical work underneath the slab is in place. Weekly construction meetings continue in order to address concerns and answer questions so that the project will be completed on schedule.

The project timeline has been set for the insulated panel project. Bidding will begin in October with construction to begin in the spring.

The proposed Fitness Center, Childcare, and Culinary Arts additions are still over budget.

NEW BUSINESS – NONE

BOARD POLICIES, PROPOSALS, AND CHANGES – NONE

FINANCIAL REPORT

Bills Payable

The August 2006 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills for payment and ratification in the amount of \$1,192,297.88 for August 2006 was distributed to the Board prior to the meeting.

Osborne moved to approve the bills for payment and ratification as presented and to approve the Financial Statement to be filed for audit. Chiligris seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

ADJOURNMENT

Osborne moved and Dunning seconded to adjourn the meeting at 7:07 p.m.

Tim Dudley, Secretary

To: Dr. Gayle Saunders

From: Carol Condon

Date: October 3, 2006

SUBJECT: FOUNDATION REPORT FOR OCTOBER

Please share the following with the Board of Trustees...

- The Foundation has received \$41,595 to establish the John Wagner/Internet Scholarship Endowment. This fund will be used to assist former Wagner Castings and Internet employees and their family members with their educational needs at Richland.
- The Foundation has received \$9,000 so far from members of the Board of Directors to assist with future development initiatives.
- The Foundation's annual Scholarship Reception for donors and scholarship recipients will be held Sunday, October 29, at 1:30 p.m. Over 500 guests are anticipated in our Shilling Salons. Invitations have been mailed to the Trustees and Foundation Directors.
- The Foundation Board will hold its quarterly meeting on Thursday, October 26, at Noon at the Decatur Club.
- The Foundation is hosting a reunion on campus Friday, November 3. Invitations will be mailed to 5,000 local alumni in October. All will be invited to dinner for a nominal fee.

Thank you.

TO: Dr. Gayle Saunders
FROM: Karla Jordan, Marketing Specialist
DATE: September 27, 2006
SUBJECT: College Activities Report

Please find attached the *Richland Community College Activities Report* for the current month and a preview of next month. The *Activities Report* is meant to provide information on items of College-wide and community interest and to spotlight the variety of activities and events in which the College is engaged.

October 2006

- October 17 Cultural Fair – Experience all parts of the World through food, song and learning.
11:00 – 1:00 p.m. – Mueller Student Center
- October 19 Barbara Bailey-Hutchison – Award-Winning Artist
All proceeds will be donated to DOVE Domestic Violence Center
12:00 p.m. – Mueller Student Center (free)
7:00 p.m. – Shilling Auditorium
Tickets \$10 each; \$45 for Season Pass
- October 24 Richland Community College Graduation Ceremony
10:00 a.m. – Jacksonville Correctional Center
- October 26 Foundation Board Meeting
12:00 p.m. – Decatur Club
- October 26 Health and Education Job Fair
2:00 p.m. – 5:00 p.m., Schrodt Health Education Center
- October 29 Foundation Scholarship Reception
1:30 p.m. – Shilling Salons
- October 31 Red Cross Blood Drive – Student Senate
9:00 a.m. – 3:00 p.m. – Shilling Salons

November 2006

- November 2, 3 & 4 One Flew Over the Cuckoo's Nest – Presented by The Richland Players
7:30 p.m. – Shilling Auditorium
8:00 p.m. – Shilling Auditorium (November 3)
Tickets \$10 General Audience, \$5 Students and Seniors; \$45 Season Pass
- November 3 Alumni Reunion
5:30 p.m. – Shilling Center
- November 6 – 9 Spring Registration begins – Currently Enrolled Students
- November 10 Veterans Day – College Closed
- November 9, 10, & 11 One Flew Over the Cuckoo's Nest – Presented by The Richland Players
7:30 p.m. – Shilling Auditorium

November 2006 (Cont.)

November 13	Spring Registration begins
November 21	Board of Trustees meeting 5:30 p.m. – Board Room
November 23 & 24	Thanksgiving Holiday – Campus Closed

TO: Dr. Gayle Saunders, President
FROM: Deborah L McGee, Director, Human Resources
DATE: October 11, 2006
SUBJECT: Resignations/Retirements/Terminations

We have received resignations/retirements/terminations notices on the following employees:

Resignations

Name	Title	Termination Date	Full-Part Time	Years of Service
Tammy Ross	Secretary I – Adjunct Faculty Office	October 4, 2006	Part-Time	2
Carol Condon	Executive Director, Foundation and Development	October 31, 2006	Full-Time	5.5

AGREEMENTS/CONTRACTS

AUTHORIZED BY PRESIDENT SAUNDERS

FOR THE MONTHS OF AUGUST/SEPTEMBER 2006

- 8/21/06 Dr. Saunders signed the Cooperative Agreement between Lincoln Land Community College and Richland Community College for students seeking individual courses not currently offered by their “home” community college.
- 9/14/06 Dr. Saunders signed the contract with Premiere Speakers Bureau to confirm the attendance of keynote speaker, Ron Clark, at the 7th Annual Diversity Conference.
- 9/15/06 Dr. Saunders signed the 2007 CTE Strand Grant Agreement (Continuous Quality Improvement, Program Enhancement, and Innovation) with the Illinois Community College Board.
- 9/27/06 Dr. Saunders signed the Dual Credit Agreement between the Decatur Area Technical Academy and Richland Community College for the 2006-07 school year.
- 9/27/06 Dr. Saunders signed the Cooperative Work Study Program Fiscal Year 2005 Final Evaluation with Illinois Board of Higher Education.

Student Senate Report



September Update

- 9/5 Student Club Day: 18 clubs participated
- 9/7 Program Board and Student Senate hosted the welcome back cookout with entertainment by The Barefoot Hawaiians, 600 meals served, 500 leis and 250 tribal mugs handed out as giveaways
- 9/1 Fire Science and Campus Life held tribute for 5-year anniversary for September 11th
- 9/14 Students had an opportunity to enjoy a day outside with Inflatables and Women of Worth held bake sale
- 9/15 111 students attended Constitution Day held in Shilling Salons
- 9/20 & 21 During the Senate Elections, 320 students voted. Newly elected Senators: DeRichey Abdullah, Kathy Irvin, Holly Markwell, Jeffonne Smith, LeAnne Ulrey
- 9/22 Program Board hosted a free double feature drive-in movie: 400 students, staff, and faculty and community members attended. 12 boxes non-perishable food item (\$400 estimated value) donated to Good Samaritan Inn
- 9/27 Generations Connect Forum held with RCC students, retirees, educators and community members of all ages to discuss the interdependence of generations in an aging world
- 9/28 Women of Worth sold hot dog lunch combos to students as fundraiser

October Workshops & Events:

- College Transfer Day
- Round table discussion: US Policy on Southern Borders Necessary Yes or No?
- Teacher Education Major Info Meeting
- CDL Job Fair
- Analyzing and Improving Your Study Habits
- RCC Student Leadership Retreat
- PRIDE workshop: The Struggle to Come Out
- Film Festival during Hispanic Heritage Month: In the Time of Butterflies
- 10/ 3 Midterm
- Domestic Violence Awareness
- Jobs in the Health Field

TO: Board of Trustees
FROM: Dr. Gayle Saunders
DATE: October 12, 2006
SUBJECT: Consent Agenda

Mr. Chairman, Members of the Board, the following items are presented as a consent agenda to be acted upon within the same motion. Any Board member may remove an item from the consent agenda to be acted upon separately. Supporting documentation for each consent agenda item is attached.

Therefore, it is recommended that the Board of Trustees approve the following:

A. Purchase Recommendations and Bids

1. Purchase of Welding Equipment from S. J. Smith Welding, Decatur, Illinois, for \$10,509.59

B. Full-Time Employments

1. John Bell – Assistant Director of Human Resources – Finance and Administration – \$38,000 – Effective October 23, 2006
2. Erik Ashby – Director of Campus Life – Enrollment and Retention Services - \$36,000 – Effective November 1, 2006
3. Director of Decatur Community Partnership

C. Part-Time Employment

1. Lori Pumphrey – Evening Secretary – Business and Technology – \$8.25 per hour - Effective October 18, 2006

Thank you.

c: Sheryl Blahnik
Greg Florian
Jane Johnson
Deborah McGee
Tim Taylor

TO: Board of Trustees
FROM: Dr. Gayle Saunders
DATE: October 12, 2006
SUBJECT: Welding Equipment for Welding Program

Mr. Chairman, Members of the Board, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, and David Holtfreter, Director, Operations and Technical Services, recommending the purchase of welding equipment for lab use in the Welding Program.

The College received one bid from S. J. Smith Welding of Decatur, Illinois, for two (2) Miller Electric 3-phase power sources (\$4,123 each); one (1) Miller Electric Wire Feeder with Mig gun (\$1,186); and one (1) Lincoln Electric Invertec 3-phase power source (\$2,826) for a total cost of \$10,509.59. This price includes a trade-in allowance for three (3) ESAB power sources. The bid was within estimates and below the amount budgeted in the College's equipment plan.

Greg Florian and David Holtfreter will be available to answer any questions you may have.

Therefore, it is recommended that the Board of Trustees authorize the purchase of welding equipment for lab use in the Welding Program from S. J. Smith Welding of Decatur, Illinois, for \$10,509.59, which includes installation and trade-in allowance.

Thank you.

Attachment

c: Greg Florian
David Holtfreter

MEMORANDUM

TO: Dr. Gayle Saunders
FROM: Greg Florian and David Holtfreter
DATE: October 6, 2006
RE: Purchase Approval of Welding Equipment

The College is requesting approval to purchase welding equipment needed to update the Welding Lab. The equipment to be replaced includes two (2) Miller Electric 3-phase power sources (\$4,123 each); one (1) Miller Electric Wire Feeder with Mig gun (\$1,186); and one (1) Lincoln Electric Invertec 3-phase power source (\$2,826). The proposal includes a trade-in allowance for the existing equipment and installation.

In accordance with statute, an Invitation for Bids was published in the Herald & Review and sent to area companies that provide these items. S. J. Smith Welding of Decatur, Illinois, was the sole vender responding to the invitation with a net price of \$10,509.59. This equipment is part of the Capital Equipment Budget for 2006-2007.

TO: Dr. Gayle Saunders, President

FROM: Deborah McGee, Director, Human Resources

DATE: October 2, 2006

SUBJECT: Employment of Assistant Director of Human Resources

As requested by Greg Florian, Vice President, Finance and Administration, and Deborah McGee, Director, Human Resources, it is recommended that Mr. John Bell be employed as a full-time Assistant Director of Human Resources. This is a replacement position.

Mr. Bell received his Bachelor of Science degree in Business Management from Eastern Illinois University in May 1972.

Mr. Bell was employed by K's Merchandise Mart, Inc., as a Diamond Jewelry Buyer and Manufacturing Supervisor (August 1999 – May 2006) and as Director of Human Resources (July 1973 – December 1992). Mr. Bell was also previously employed by Reinke Insulation, Inc. in Illiopolis, Illinois, as a General Manager (April 1998 – August 1999), by Equitable/AXA in St. Louis, Missouri, as a Salesperson (January 1997 – March 1998), and at Keigel's Jewelers in St. Peters, Missouri, as a Store Manager (August 1995 – December 1996).

The search committee consisted of Deborah McGee, Debra Holtfreter, Jane Johnson, Leon Fonville, and Sandy Harmison.

It is recommended that Mr. Bell receive a starting salary of \$38,000 on the "Administrative I" Salary Range Schedule for "Exempt Staff" with an effective start date of October 23, 2006.

c: Greg Florian

TO: Dr. Gayle Saunders, President

FROM: Deborah McGee, Director, Human Resources

DATE: October 10, 2006

SUBJECT: Employment of Director of Campus Life

As requested by Jane Johnson, Vice President, Student and Academic Services and Sheryl Blahnik, Dean of Enrollment and Retention Services, it is recommended that Mr. Erik Ashby be employed as the full-time Director of Campus Life. This is a replacement position.

Mr. Ashby received his Master of Science degree in Library and Information Management from Emporia State University at Emporia, Kansas in May 2002 and his Bachelor of Science degree in History from Weber State University at Ogden, Utah in December 1998.

Mr. Ashby has been employed in the field of student affairs for six years and is currently employed by Illinois State University as a Residence Hall Coordinator (July 2002 – present). Mr. Ashby's skills and relevant experience include student leadership development, research and assessment, program planning and implementation, training and instruction, mediation and adjudication, student group advising, residence hall management, graphic design support, marketing, and multi-cultural education awareness. Mr. Ashby was previously employed by Emporia State University as a Residence Hall Director (July 2000 – June 2002).

The search committee consisted of Jack Adwell, Sheryl Blahnik, Leon Fonville, Eyvonne Hawkins, and Jane Johnson.

It is recommended that Mr. Ashby receive a starting salary of \$36,000 on the "Administrative I" Salary Range Schedule for "Exempt Staff" with an effective start date of November 1, 2006.

c: Sheryl Blahnik
Jane Johnson

TO: Dr. Gayle Saunders, President

FROM: Deborah McGee, Director, Human Resources

DATE: October 2, 2006

SUBJECT: Employment of Part-Time Evening Secretary I – Business & Technology Division

As requested by Jane Johnson, Vice President, Student and Academic Services, and Leslie DeVore, Interim Dean, Business and Technology Division, it is recommended that Ms. Lori Pumphrey be employed as a part-time Evening Secretary I for the Business and Technology Division. This is a replacement position.

Ms. Pumphrey was previously employed by P.A. Wharf, Inc., as a waitress (January 1997 – May 2006), Sligo-Omega Steel as an Office Assistant (January 1998 – April 1999), Central Illinois Coating as an Office Manager (November 1991 – September 1996), and by Decatur Memorial Hospital as a Registration Clerk (December 1989 – November 1991).

Ms. Pumphrey was interviewed by Leslie DeVore, Linda Hays, Gina Williams and Margaret Swaim.

It is recommended that Ms. Pumphrey receive a starting salary of \$8.25 per hour, which is in “Pay Band B-3” on the Compensation Schedule for “Non-Exempt Classified Staff” with an effective start date of October 18, 2006.

c: Jane Johnson
Leslie DeVore

TO: Board of Trustees
FROM: Dr. Gayle Saunders
DATE: October 12, 2006
SUBJECT: Construction Report

Mr. Chairman, Members of the Board, attached is a memorandum from Greg Florian listing current construction projects and the status of each.


Greg Florian and David Holtfreter will be available to answer any questions you may have.

Thank you.

pj

Attachment

c: Greg Florian
David Holtfreter

To: Dr. Gayle Saunders
From: Greg Florian 
Date: October 12, 2006
Re: Construction Project Status



Current Construction Projects

Agri-Business and Occupational Technology Center – The weather has frustrated this project from the beginning by slowing the work. After some serious discussion and a little help from drier weather, the contractors were able to gain some lost time. However, once again difficulty has set in with the installation of the concrete floor slab. The slab was poured on a day that was unseasonably hot with strong winds. These conditions are detrimental to the concrete curing and shrinkage cracks appeared by the next day. It was determined that several portions of the concrete floor would need to be cut-out and new concrete put in place. Upon removal of the first area, it was discovered that the concrete did not meet the specified thickness. Several other areas were tested for thickness revealing that they as well did not meet the requirement. After testing most of the floor and discussion with BLDD, the Contractors, and Richland personnel, it was determined that a substantial amount of the floor slab had to be removed, the sub-grade lowered, compacted, and new concrete installed. This will be done at no cost to the College. This will delay the project at least a week while the new slab areas are installed. Masonry work for the walls was scheduled to begin on the 11th of October and now will be pushed back until the floor work is completed. On Columbus Day, the ceiling in the Industrial Technology Center hallway was removed to allow for extension work on the utilities for the new building. The actual work will be at times that will not interfere with classes.

We will work with the architects and contractors to adjust the schedule such that the original completion date can be met.

PH&S Projects

Replace Damaged and Deteriorated Sidewalks – This project will be included with the Panel Replacement Project to be bid in the next few weeks. Specifications of the areas to be worked on are being developed. The work will be done during the spring.

Replace Insulated Panels – A tentative project schedule has been developed which provides for bidding in October, contract award in November, and construction in the spring of 2007. Bid specifications are being refined and will be “on-the-street” in time for the November bid date. The work is scheduled to be done in the spring.

Other Projects

Fitness Center, Childcare, and Culinary Arts Additions – The least costly initial estimates for this project design and location exceeded \$480,000 for the fitness center and childcare room only. The culinary arts kitchen is not included in this estimate. The Architects have been directed to design and estimate a different type of construction that will be less costly and still meet the College's needs.