

MORAIN VALLEY COMMUNITY COLLEGE
9000 West College Parkway
Palos Hills, IL 60465

Governing Board of Moraine Valley Community College, Community College District #524,
Regular Meeting, 6:30 PM, Tuesday, February 20, 2018, Blue Island Education Center, Room
211, 12940 Western Avenue, Blue Island, IL 60406.

A G E N D A

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **MINUTES**

1) Approved Minutes - Regular Meeting, November 14, 2017

4. **AUDIENCE PARTICIPATION**

5. **BOARD REPORTS AND/OR REQUESTS**

1) Student Trustee Report – Asfar

6. **REPORTS OF ADMINISTRATION**

1) President's Report

- Blue Island Education Center Title III Grant Review and Introduction of New Staff
- Higher Learning Commission (HLC) Update

7. **COMMUNICATIONS**

1) National Council for Marketing & Public Relations (NCMPR) Paragon Awards
Notification Letter

2) Thank You Letter from Country House Restaurant re Welcome to Moraine Valley

8. **FINANCIAL STATEMENT**

For DECEMBER 2017:

1) Treasurer's Report

2) Budget Summary Report

For JANUARY 2018:

3) Treasurer's Report

4) Budget Summary Report

CONSENT AGENDA (Agenda Items 9 - 12) (*items included for action)

9. **WARRANTS**

1) * Account Expenditure Summaries (including Travel Expense Reimbursements)

a. **FOR DECEMBER 2017**

b. **FOR JANUARY 2018**

- 2) * Education Fund
- 3) * Operation & Maintenance Fund
- 4) * Operation & Maintenance (Restricted)
- 5) * Bond & Interest Fund
- 6) * Auxiliary Enterprise Fund
- 7) * Restricted Purpose Fund
 - a. * Grants & Contracts Fund
 - b. * Federal Fund
 - c. * College Activity Clubs
- 8) * Working Cash Fund
- 9) * Tort & Audit
10. **REPORT OF PERSONNEL**
 - 1) * Full-Time
 - a. * Tenure Contract for Bargaining Unit Members
 - b. * Second-Year Contract for Bargaining Unit Members
 - c. * Third-Year Contract for Bargaining Unit Members
 - d. * Extension of Contract for Bargaining Unit Member - Third Year Contract
 - 2) * Part-Time/Supplemental/Other
 - 3) Salary Revisions
 - 4) * Leave of Absence (LOA)
 - a. * Sabbatical Leave - Faculty
 - 5) * Resignations/Terminations
 - a. * Retirement - Administrative Professional
 - b. * Retirement - Faculty
 - c. * Retirement - Support Staff
 - 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
 - 1) * Affiliation Agreement with Counseling Center of Illinois (Addictions Studies)
 - 2) * Network Switches Infrastructure Upgrade Purchase
 - 3) * Document Imaging Solution Supporting Hardware & Software Purchase
 - 4) * Building M Finishes Upgrades Bid
 - 5) * Building T Air Handler Replacement Phase 1 Re-Bid
13. **MISCELLANEOUS**
14. **AUDIENCE PARTICIPATION**
15. **ADJOURNMENT**

MINUTES

Approved Minutes of the Regular Meeting of November 14, 2017

Enclosed

APPROVED

**MORAIN VALLEY COMMUNITY COLLEGE
9000 West College Parkway
Palos Hills, IL60465**

The Governing Board of Moraine Valley Community College, District No. 524, Regular Meeting, was held on Tuesday, November 14, 2017, in the Board Room D219, 9000 West College Parkway, Palos Hills, Illinois 60465.

I. CALL TO ORDER

The meeting was called to order by Chairman John Coleman at 6:30 PM.

II. ROLL CALL

Present: John Coleman, Chairman; Kimberly Hastings; Joseph Murphy; Michael Murphy (Arrived 6:32PM); Brian O'Neill; Eileen O'Sullivan; Sandra Wagner; Hana Asfar, Student Trustee

Absent: None

III. MINUTES

The Board of Trustees, having reviewed the unapproved Minutes of the Regular Meeting of October 10, 2017, and the unapproved Minutes of the Closed Session held October 10, 2017, and there being no further corrections to the minutes, the minutes are approved as presented.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 ICCTA Meeting Report

Mr. Coleman reported that he attended the ICCTA Meeting on November 10. The ICCTA's Roundtable morning discussion covered student retention, BSN degrees, and program expansion, with many ideas exchanged. On student retention, it was recommended that students be reminded that it is important to complete their programs. On BSN degrees, much attention was given to the possibility of baccalaureate degrees and it was agreed that there is an overall

need for nurses. On program expansion, some colleges are expanding Nursing and IT programs, but some colleges are working to get back to normal operations after the state's budget crisis. The new ICCSF president, Dr. Joe Kanosky, was welcomed at the lunch, and in the afternoon, attendees delved into "Legal, Legislative and Ethics Updates" during which they were informed about the State Officials & Employees Ethics Act, the Freedom of Information Act, the Illinois Open Meetings Act, and Sexual Harassment Awareness and Prevention. Mr. Coleman shared copies of these updates with the Board. Illinois Comptroller Susana Mendoza noted that prospects for the state's FY19 budget are murky, due to 2018 election politics, and she recommended that community colleges remain cautious in their fiscal planning.

5.2 Student Trustee Report

Ms. Asfar reported on Student Life events, included Day of the Dead (Dia de los Muertos), which was sponsored by the Alliance of Latin American Students (ALAS). Participants enjoyed a buffet and face painting while learning about Hispanic culture. Profits from the event went toward a book scholarship fund. The Arab Student Union hosted a Leadership in Law panel which highlighted views of different law professions. The panel included an assistant judge, a public defender, an assistant state's attorney, a detective, and a police officer and students asked many questions. The Anime Club hosted a Run Like Naruto event as a fun way to promote running, with pizza and refreshments.

VI. REPORTS OF ADMINISTRATION

6.1 Presentation to Mary Beth Walsh

On behalf of the Board and the administration, Vice Chairman Murphy presented Mary Beth Walsh, Professor, Leisure Services, with a retirement gift and thanked her for her many years of service to students and to the college.

6.2 Presentation to Mary O'Malley-Absalon

On behalf of the Board and the administration, Trustee O'Sullivan presented Mary O'Malley-Absalon, Associate Professor, Medical Office Assistant, with a retirement gift and thanked her for her years of service to the college and its students.

6.3 President's Report

- Food Services Update – Dr. Jenkins reported that Country House, in Alsip, Illinois, is being recommended for the college’s food services provider. She recognized owners Paul and Dave Boundas in the audience and indicated that after talking with them and doing some research, she felt very comfortable in recommending Country House for the college’s food services. She also reported that Sodexo is being recommended for the college’s vending machine services. She shared copies with the trustees of the final agreement with Sodexo for vending services.
- Grants Report – Dr. Sharon Katterman, Director of Resource Development and Institutional Effectiveness, provided a report on grants received by the college, which totaled \$5,174,535 for FY17. She noted that while the Illinois Community College Board is on the list with grants totaling \$1.3 million, some of that money is actually federal money that comes through the state to the college. She also noted a number of new grants, including from the National Security Agency (NSA), National Science Foundation (NSF), the college’s Title III five-year grant, and the Walmart Brighter Futures grant. She indicated that the report shared with the Board members also includes a brief summary of the college’s current active grants.
- College 101 Book – Dr. Normah Salleh-Barone, Vice President of Student Development, introduced the team who worked on the COL 101 book, which is personalized for the Moraine Valley student experience. The photos in the book are Moraine Valley photos, and Karen Town was also recognized for her assistance in editing the content for the book. It was noted that the e-book version of the textbook is in production. A group photo was taken with Chairman Coleman.
- Legislative Update - Senator Maloney provided an update on legislative business, sharing that 24 people are not up for re-election but will be in office through next year. Those not running for re-election may impact what happens in the legislature. He reported that Senate Bill 2234 regarding higher education caused a great deal of conversation. This bill wants a common college application and will refer students to local community colleges. It also asks the IBHE (Illinois Board of Higher Education) to administer this, but Senator Maloney reported that the IBHE does not have the personnel to handle this at this time. He indicated that legislators would like to take something back to their constituencies in the possible form of capital projects. The legislators are off until January and he suggested that now, while legislators are in their local offices, is a good time for advocacy.

Dr. Jenkins reported that Chairman Coleman was recently in the newspaper for supporting the Fine and Performing Arts Center through a matching grant for critical technology upgrades for the Center. She thanked the Board and college

staff for the successful League fall board meeting that was hosted by the college in October. She announced that she will serve as chair for the League Board for two years and Dr. Salleh-Barone will serve as chair for the League Representatives. The League has added some new member colleges. She reported that she will be leaving in the morning to attend the AACC (American Association of Community Colleges) Fall Board Meeting in Arlington, Virginia.

VII. COMMUNICATIONS

- 7.1 Letter from Arbor Day Foundation re Moraine Valley Receiving 2016 Tree Campus USA Recognition
- 7.2 Letter from Illinois Community College System Foundation re Donations from MVCC for Hurricane Harvey Recovery Efforts
- 7.3 Thank You Letter from the Greater Englewood Community Development Center re Donated Computers
- 7.4 Thank You Letter from Palos Fine Arts re MVCC Bookstore Support for 2017 Palos Reads Community Event

VIII. FINANCIAL STATEMENT

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$153,600,003.01 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

CONSENT AGENDA (IX – XII):

It was moved by Mr. Joseph Murphy and seconded by Mrs. Wagner to approve the following consent agenda items:

IX. WARRANTS

Mr. Sterkowitz read the warrant summaries as presented to the Board.

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$7,551,793.56
9.3	Operation & Maintenance Fund	921,313.68

9.4	Operation& Maintenance Fund (Restricted)	323,371.22
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	751,031.48
9.7	Restricted Purpose Fund	550,011.52
9.7A	Grants & Contract Fund	400,155.86
9.7B	Federal Fund	1,245,969.51
9.7C	College Activity Clubs	15,400.28
9.8	Working Cash Fund	75,000.00
9.9	Tort & Audit	25,000.00

(DOCUMENT C - SUPPLEMENT TO MINUTES)

X. REPORT OF PERSONNEL

Chairman Coleman publicly identified the nature of the agenda items contained in the Report of Personnel.

10.1-1 Full-Time

Paul Alleruzzo - Secretary II, Career Programs - effective 11/27/17
 Ross Brenza - Police Officer, Police Department -effective 11/20/17
 Azia Martin - Warehouse Supervisor, Shipping & Receiving – effective 11/27/17
 Jennifer Ross-Hernandez – Dispatcher, Police Department - effective 11/20/17
 Dennis Sage - Director, IT Project Management, Information Technology – effective 11/27/17
 Paul Widauf - Supervisor of Roads and Grounds, Campus Operations – effective 11/27/17
 (DOCUMENT D - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

Francisco Arteaga – Sergeant, Police Department - L.O.A. (FMLA)
 10/11/17 – 1/2/18

Christine Bennett - Foundation Support Coordinator, Foundation - L.O.A.
(FMLA) 10/13/17 – 11/13/17
Diane Niedz - Project Facilitator, Registration & Records - L.O.A. (FMLA)
Intermittent 11/17/17 – 11/16/18
Shelita Shaw - Assistant Professor, Communications, Liberal Arts - L.O.A.
(FMLA) Intermittent 11/10/17 – 11/9/18
Gregory Voltolina – Groundskeeper, Campus Operations - L.O.A. (FMLA)
Intermittent 11/8/17 – 11/7/18
Amber Whited - Payroll Assistant, Finance - L.O.A. (FMLA) 11/29/17 –
5/7/18
(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-4(a) Sabbatical Leave - Faculty

It is recommended that the following faculty member be granted a sabbatical leave:

Lynn Peters, Professor, Art Fall 2018 semester with full pay
(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Lynn Bailey Mackey - Associate Professor, Counseling, Counseling &
Advising - effective 10/30/17
(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Administrative Professional

It is recommended that the requests for retirement be approved as presented:

Deborah Sievers - Director, Center for Disability Services, Student
Development – effective 6/30/18
Diane Viverito - Assistant Dean, International Student Affairs, Student
Development – effective 6/30/18
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Administrative Classified

It is recommended that the request for retirement be approved as presented:

Laura Cullen – Human Resources Assistant, Human Resources –
effective 6/30/18
(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-5(c) Retirement – Support Staff

It is recommended that the requests for retirement be approved as presented:

Marian Berrigan - Secretary II, Liberal Arts – effective 6/30/18

James Donaldson - Event Set-Up Worker, Campus Operations – effective 6/30/18

Robert Fisher - Warehouse Worker, Shipping & Receiving – effective 1/31/18

Gwendolyn Junge - Departmental Assistant, Corporate, Community & Continuing Education – effective 6/30/18

(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-6 Reclassifications (Promotions, Transfers, Corrections, etc.)

Guadalupe Cuellar – from P.T. Financial Aid Expeditor, Financial Aid to F.T. Financial Aid Expeditor Labor - effective 1/3/18

Jenine Galka – from Assistant Professor, Developmental Math, Learning Enrichment & College Readiness to Associate Professor – effective Academic Year 2017-2018

Stephanie Meuris – from Internal Auditor, President’s Office to Accounting Manager, Finance - effective 11/20/17

Victoria Neubeck-O’Connor – from Assistant Professor, Humanities, Liberal Arts to Associate Professor - effective Academic Year 2017-2018

Christopher Riola – from Associate Professor, Developmental Math Learning Enrichment & College Readiness to Professor – effective Academic Year 2017-2018

Jennifer Sheppard – from Associate Professor, Natural Science, Science, Business & Computer Technology to Professor - effective Academic Year 2017-2018

Susan Tuxford – from P.T. Departmental Assistant, Liberal Arts to Secretary II, Campus Operations - effective 11/20/17

Ann Webb – from Assistant Professor, Communications, Liberal Arts to Associate Professor - effective Academic Year 2017-2018

(DOCUMENT L - SUPPLEMENT TO MINUTES)

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS

Chairman Coleman publicly identified the nature of the agenda items contained in New Business.

12.1 Affiliation Agreement with University Retina and Macula Associates PC (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with University Retina and Macula Associates PC for Medical Assistant. (DOCUMENT M - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Advocate Health and Hospitals Corporation—North Side, Condell, Sherman, Dreyer, EHS Home, Meridian Hospice (Associate Degree Nursing)

It is recommended that the Board of Trustees approve the affiliation agreement with Advocate Health and Hospitals Corporation—North Side, Condell, Sherman, Dreyer, EHS Home, Meridian Hospice for Associate Degree Nursing. (DOCUMENT N - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Premier Behavior Services (Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Premier Behavior Services for Addictions Studies. (DOCUMENT O - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with Dr. S. Setia M.D. (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Dr. S. Setia M.D. for Medical Assistant. (DOCUMENT P - SUPPLEMENT TO MINUTES)

12.5 Affiliation Agreement with Loyola University Medical Center (Associate Degree Nursing)

It is recommended that the Board of Trustees approve the affiliation agreement with Loyola University Medical Center for Associate Degree Nursing. (DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.6 Affiliation Agreement with Roberts Park Fire Protection District (Fire Science)

It is recommended that the Board of Trustees approve the affiliation agreement with Roberts Park Fire Protection District for Fire Science.
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.7 Affiliation Agreement with MetroSouth Medical Center (Associate Degree Nursing)

It is recommended that the Board of Trustees approve the affiliation agreement with MetroSouth Medical Center for Associate Degree Nursing.
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.8 Affiliation Agreement with Nazih Khatib, M.D., Pediatrics (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Nazih Khatib, M.D., Pediatrics for Medical Assistant.
(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.9 Resolution Determining the Estimated Tax Levy and Public Hearing

It is recommended that the Board of Trustees approve the resolution as presented. (DOCUMENT U - SUPPLEMENT TO MINUTES)

12.10 Board Policy Revisions

It is recommended that the Board of Trustees approve the proposed revisions to board policies #4620, 4730, 5520, 5530, 6220, 6230, 6280, 6320, 6330, 6420, 6440 and 6534. (DOCUMENT V - SUPPLEMENT TO MINUTES)

12.11 New Certificate Programs

It is recommended that the Board of Trustees approve two new certificate programs in Computed Tomography (CT) and Patient Care Technician (PCT), effective August 20, 2018 (fall 2018). (DOCUMENT W - SUPPLEMENT TO MINUTES)

12.12 Life Safety Submission

It is recommended that the Board of Trustees approve the life safety project as outlined on the attached application. (DOCUMENT X - SUPPLEMENT TO MINUTES)

12.13 Building T Vehicle Storage Building Addition Re-Bid

Whereas FBG Corporation, of Elmhurst, Illinois, is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this re-bid and authorize the issuance of a purchase order in the amount of \$1,172,500.00 for the Building T Vehicle Storage Building Addition Re-Bid. (DOCUMENT Y - SUPPLEMENT TO MINUTES)

12.14 Vending Services Program Request for Proposal (RFP)

Whereas Convenience Solutions Services by Sodexo has presented the best financial return on the proposal, it is recommended that the Board of Trustees approve a five (5) year contract, effective December 18, 2017, and this contract may be renewed at the mutual option of both the college and the vendor for up to an additional five (5) years, provided that renewal negotiations shall be initiated by written request of either party no less than 180 days prior to the expiration date of the contract, and renewal terms agreed upon no less than 90 days prior to the expiration of the agreement. (DOCUMENT Z - SUPPLEMENT TO MINUTES)

12.15 Retail Dining, Catering Services and Coffee Shop Program

Whereas Country House Restaurant has submitted a proposal that best fits Moraine Valley’s dining and catering needs, it is recommended that the Board of Trustees approve a one (1) year contract, effective December 18, 2017, with an option to be renewed after one (1) year review for an additional four (4) years, provided that renewal negotiations shall be initiated by written request of either party no less than 180 days prior to the expiration date of the contract, and renewal terms agreed upon no less than 90 days prior to the expiration of the agreement. (DOCUMENT AA - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Consent Agenda Items 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.7A, 9.8, 9.9, 9.9B, and 9.9C; 10.1-1, 10.1-2, 10.1-3, 10.1-4, 10.1-4(a), 10.1-5, 10.1-5(a), 10.1-5(b), 10.1-5(c), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, 12.8, 12.9, 12.10, 12.11, 12.12, 12.13, 12.14, and 12.15:

Yes: Coleman, Hastings, M. Murphy, S. Murphy, O’Sullivan, Wagner, J. Murphy

Student

Advisory: Yes

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

It was moved by Mr. Joseph Murphy and seconded by Ms. O’Sullivan to move to closed session for purposes of discussing matters regarding collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees, pursuant to Sections 2(c)(2) of the Illinois Open Meetings Act.

ROLL CALL taken on the motion to move to closed session:

Yes: Hastings, M. Murphy, O’Neill, O’Sullivan, Wagner,
J. Murphy, Coleman

Student

Advisory: Absent

Motion carried.

Chairman Coleman indicated that there would be no action following the closed session.

The Board moved to closed session at 7:35 PM, returning to open session at 8:50 PM.

Roll Call: Hastings, J. Murphy, M. Murphy, O’Neill, O’Sullivan, Wagner,
Coleman

XV. ADJOURNMENT

The meeting adjourned at 8:51 PM.

BOARD REPORTS AND/OR REQUESTS

5.1 Student Trustee Report - Asfar

Verbal

REPORTS OF ADMINISTRATION

6.1 President's Report

Verbal

- Blue Island Education Center Title III Grant Review and Introduction of New Staff
- Higher Learning Commission (HLC) Update

COMMUNICATIONS

- | | |
|--|----------|
| 7.1 National Council for Marketing & Public Relations (NCMPR) Paragon Awards Notification Letter | Enclosed |
| 7.2 Thank You Letter from Country House Restaurant re Welcome to Moraine Valley | Enclosed |

2017-18 Board of Directors

President

Michele Kersten-Hart
Manager of Multimedia and Web Services
Oakland Community College
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Vice President / President-Elect

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South Plains College, TX

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Juan Gutierrez
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Immediate Past President

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Portland Community College, OR

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Foothill College, CA

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Laurie Farrell
Anne Arundel Community College, MD

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Dee Dee Doeckel
Chattahoochee Technical College, GA

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Kayle Hamel
Kishwaukee College, IL

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Houston Community College, TX

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Erin Edlund
Minnesota State Colleges and Universities, MN

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Kai Stearns Moore
North Orange County
Community College District, CA

District 7

Aimee Metcalf
Central Oregon Community College, OR

Director-at-Large

Stephanie Pettis, APR
Northwest Florida State College, FL

Executive Director

Debra Halsey
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An affiliated council of



January 5, 2018

Karen Town
Marketing Specialist
Moraine Valley Community College
9000 W. College Pkwy.
Palos Hills, IL 60465

Dear Karen,

CONGRATULATIONS! Your college is a Paragon winner!

Your entries in the following categories will receive a gold, silver or bronze Paragon at NCMPR's 2018 national conference, scheduled March 18-20 in Las Vegas, Nevada. We hope you and others from your college will be able to attend the conference to accept your awards in person.

Your winning entries:

- Sports Brochure or Sports Program, "Fall 2016 Sports Report"
- Spot News-Event Video, "Cyclone Softball Team Hosts Clinic"
- Spot News-Event Video, "Cross Country Team Runs With Shelter Dogs"
- Spot News-Event Video, "Women's Soccer Friendly Scrimmage"

This year's Paragon Awards competition drew nearly 1,950 entries from 243 colleges across the country. These prestigious awards recognize excellence in design and communication exclusively among two-year community and technical colleges. Judging was done by nearly 90 professionals from the marketing and PR industry.

We'll celebrate your achievements and those of the other winners at our Paragon Awards program and dinner on Sunday, March 18, beginning right after our opening keynote. If you haven't yet registered for the conference, be sure to sign up before Feb. 16 to get the early-bird rate, which offers a savings of \$50 off the regular fee. Details, including the conference brochure and registration and hotel information, are online at www.ncmpr.org/18conf-reg.

IMPORTANT! We will ship to the conference location only those awards that will be picked up the evening of the awards ceremony. Please confirm your attendance by contacting me at dhalsey@ncmpr.org or (505) 349-0500, ext. 1. Otherwise, your awards will be mailed to your office about three weeks after the Paragon presentation.

Again, congratulations on your awards. It's a big achievement, and the NCMPR board of directors looks forward to personally congratulating you in Las Vegas!

Sincerely,



Michele Kersten-Hart
NCMPR President



Debra L. Halsey
NCMPR Executive Director

cc: Dr. Sylvia M. Jenkins, President, Moraine Valley Community College

From: Paul Boundas
Date: February 8, 2018
To: Kashif Shah, Bob Sterkowitz, Rick Hendricks
Subject: A Big Thanks From Country House

Gentlemen,

We truly can't believe what a great time it has been so far at Moraine!! Everyone has welcomed us so warmly and the reactions to our services and food have been at the very least amazing! From the video you all made for the monitors in the cafe to the recent video a student took of the daily special and burrito bowls to brag to friends, we all get energized daily to "go to work". Our wives don't believe we work because we "go to have fun every day. So, griping that we woke up at 4:30am does not work as an excuse for taking the trash out!

We just wanted to touch base briefly to first of all make sure we are living up to the promises we gave you leading up to our partnership. It is very important to us that we are true to our word.

Secondly, we want to take a moment to really thank you for the trust you put in us to bring us in. We know it is not always easy to make the choice to switch and then to go out on a limb to bring in the "little guy"! But you did and know that it means a lot to us.

Also, we really appreciate all of the support to get us what we needed to get the service up and running so quickly! Kash has been amazing and always on the spot. It's great to immediately be on the same page and not miss a beat! Our staff also sends their appreciation—we have very hard working people working with us. Know that our staff is our backbone and also part of our family!

Lastly, as always please know that we are always there for you whenever you need anything. We love feedback and will always react quickly to issues. We are at worst a phone call away and more likely a trip to the U building away!

We look forward to a long and prosperous relationship. As well as Bob coming back weekly after retirement to visit Moraine just to get a great lunch!!

With Gratitude,
The Guys at Country House

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED DECEMBER 31, 2017**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$48,466,870.03	\$2,696,980.57	\$5,627,480.69	\$45,536,369.91
OPERATION & MAINT FUND	4,477,468.44	18,852.83	933,672.49	3,562,648.78
OPERATION & MAINT (RESTR.)	11,464,977.18	223,856.96	142,027.72	11,546,806.42
AUXILIARY ENT. FUNDS	8,565,376.99	397,826.11	794,707.45	8,168,495.65
RESTRICTED PURPOSE FUNDS	22,879,787.12	1,708,391.53	899,909.85	23,688,268.80
BOND & INTEREST FUND	50,772,696.64	20,274.16	1,126,875.00	49,666,095.80
TRUST & AGENCY FUNDS	136,787.43	3,248.14	13,320.35	126,715.22
TOTAL	<u>\$146,763,963.83</u>	<u>\$5,069,430.30</u>	<u>\$9,537,993.55</u>	<u>\$142,295,400.58</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,100.00
HUNTINGTON BANK	CHECKING ACCT	1,026,715.22
FIRST MIDWEST BANK	CHECKING ACCT	3,564,065.06
WINTRUST MAXSAFE	MONEY MARKET	1,005,059.71
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	2,397,048.25
IL SCHOOL DIST LIQUID ASSEST FUND	MONEY MARKET	2,271,086.67
SHORT TERM INVESTMENTS	VARIOUS	70,977,529.28
LONG TERM INVESTMENTS	VARIOUS	61,030,796.39
TOTAL		<u>\$142,295,400.58</u>

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED JANUARY 31, 2018**

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIVED</u>	<u>DISBURSED</u>	<u>ENDING BALANCE</u>
EDUCATION FUND	\$45,536,369.91	\$7,729,455.24	\$5,439,726.97	\$47,826,098.18
OPERATION & MAINT FUND	3,562,648.78	3,861,910.20	1,174,201.49	6,250,357.49
OPERATION & MAINT (RESTR.)	11,546,806.42	325,784.65	39,154.24	11,833,436.83
AUXILIARY FUNDS	8,168,495.65	2,094,436.56	1,195,932.33	9,066,999.88
RESTRICTED PURPOSE FUNDS	23,688,268.80	742,859.84	1,799,055.01	22,632,073.63
BOND & INTEREST FUND	49,666,095.80	205,571.36	8,485,000.00	41,386,667.16
TRUST & AGENCY FUNDS	126,715.22	3,278.09	5,780.38	124,212.93
TOTAL	<u>\$142,295,400.58</u>	<u>\$14,963,295.94</u>	<u>\$18,138,850.42</u>	<u>\$139,119,846.10</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS		\$23,660.00
HUNTINGTON BANK	CHECKING ACCT	1,024,212.93
FIRST MIDWEST BANK	CHECKING ACCT	5,506,799.65
WINTRUST MAXSAFE	MONEY MARKET	1,005,870.65
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET	2,400,748.18
IL SCHOOL DIST LIQUID ASSEST FUND	MONEY MARKET	5,274,023.11
SHORT TERM INVESTMENTS	VARIOUS	62,607,577.62
LONG TERM INVESTMENTS	VARIOUS	61,276,953.96
TOTAL		<u>\$139,119,846.10</u>

DECEMBER
ACCOUNT EXPENDITURE SUMMARIES

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$5,627,480.69
9.3	OPERATION & MAINTENANCE FUND	933,672.49
9.4	OPERATION & MAINTENANCE (RESTR)	142,027.72
9.5	BOND & INTEREST FUND	1,126,875.00
9.6	AUXILIARY ENTERPRISE FUND	794,707.45
9.7	RESTRICTED PURPOSE FUND	151,341.44
9.7a	GRANTS & CONTRACTS FUND	374,590.94
9.7b	FEDERAL FUND	371,304.47
9.7c	COLLEGE ACTIVITY CLUBS	13,320.35
9.8	WORKING CASH FUND	-
9.9	TORT & AUDIT	2,673.00
	TOTAL	<u><u>\$9,537,993.55</u></u>

JANUARY

ACCOUNT EXPENDITURE SUMMARIES

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$5,439,726.97
9.3	OPERATION & MAINTENANCE FUND	1,174,201.49
9.4	OPERATION & MAINTENANCE (RESTR)	39,154.24
9.5	BOND & INTEREST FUND	8,485,000.00
9.6	AUXILIARY ENTERPRISE FUND	1,195,932.33
9.7	RESTRICTED PURPOSE FUND	1,074,269.79
9.7a	GRANTS & CONTRACTS FUND	442,767.27
9.7b	FEDERAL FUND	281,342.95
9.7c	COLLEGE ACTIVITY CLUBS	5,780.38
9.8	WORKING CASH FUND	-
9.9	TORT & AUDIT	675.00
	TOTAL	<u><u>\$18,138,850.42</u></u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	Enclosed
10.1-1(a)	Tenure Contract for Bargaining Unit Members	Enclosed
10.1-1(b)	Second-Year Contract for Bargaining Unit Members	Enclosed
10.1-1(c)	Third-Year Contract for Bargaining Unit Members	Enclosed
10.1-1(d)	Extension of Contract for Bargaining Unit Member – Third Year Contract	Enclosed
10.1-2	Part Time/Supplemental/Other	Enclosed
10.1-3	Salary Revisions	None
10.1-4	Leave of Absence (LOA)	Enclosed
10.1-4(a)	Sabbatical Leave – Faculty	Enclosed
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirement – Administrative Professional	Enclosed
10.1-5(b)	Retirement – Faculty	Enclosed
10.1-5(c)	Retirement – Support Staff	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

S U B J E C T R E P O R T – Full Time

Hanan Bekri	Technical Engineer Information Technology	Effective: 2/26/18
Maria Belmontez	Departmental Assistant Multicultural Student Affairs	Effective: 3/5/18
Caleb Donaldson	Media Specialist Information Technology	Effective: 2/26/18
Thomas Greene	Media Specialist Information Technology	Effective: 2/26/18
Gianna Kafka	Departmental Assistant International Student Affairs	Effective: 2/26/18
Elizabeth Micheletti	Outreach Coordinator Corporate, Community & Continuing Education	Effective: 3/12/18
Jennifer Morgan	Departmental Assistant Learning Enrichment & College Readiness	Effective: 2/26/18

R E C O M M E N D E D A C T I O N

That the above be employed.

Tenure Contract for Bargaining Unit Members

Pursuant to the terms of the negotiated Agreement for the Faculty Association, Article 4.3, Non-Tenured Faculty, it is recommended that a contract for the following non-tenured bargaining unit members be renewed for the 2018-2019 academic year.

Shelley Engstrom-Kestel	American Sign Language Interpretation
Michele Foote	Nursing
Amanda Gerdes	Developmental Communications
Shanya Gray	Counselor
Peter Keep	Mathematics
Karen Kowalski	Medical Office Assistant
Daniel Matthews	Digital Media Librarian
Angela Nicholson	Nursing
LaToya Pryor	Respiratory Therapy
William Wolfe II	Computer Integrated Technology

RECOMMENDED ACTION

That the Board of Trustees approves the award of a contract for the 2018-2019 academic year for the above-named individuals.

Second-Year Contract for Bargaining Unit Members

According to Article 4.3 of the Faculty Agreement, first-year faculty are to be notified in writing of the decision to continue or terminate employment for the upcoming academic year no later than 60 days prior to the end of the first academic year. The following employees are being recommended to be given a contract for the 2018-2019 academic year.

- | | |
|-----------------|--------------------------------|
| Lisa Couch | Communications |
| David Huber | Mathematics |
| Frank Johnson | Mathematics |
| Tiffany McCrary | Basic Nursing Assistant |
| Lisa Mittler | Business |
| Leslie Moyar | Nursing |
| Robert Schwien | Computer Integrated Technology |

RECOMMENDED ACTION

That the Board of Trustees approves the award of a contract for the 2018-2019 academic year for the above-named individuals.

Third-Year Contract for Bargaining Unit Members

According to Article 4.3 of the Faculty Agreement, first-year faculty are to be notified in writing of the decision to continue or terminate employment for the upcoming academic year no later than 60 days prior to the end of the first academic year. The following employees are being recommended to be given a contract for the 2018-2019 academic year.

Heather Casiello
Kimberly Wroble

Nursing
Nursing

RECOMMENDED ACTION

That the Board of Trustees approves the award of a contract for the 2018-2019 academic year for the above-named individuals.

Extension of Contract for Bargaining Unit Member – Third Year Contract

As a result of medical leave of absence, it is recommended that Michelle Flory's probationary period be extended six months for her third year contract.

RECOMMENDED ACTION

It is recommended that the above be approved as presented.

S U B J E C T R E P O R T – Leave of Absence (LOA)

Randall Basick	Telecommunications Manager User Support/Telephone	L.O.A. (FMLA) 1/29/18 – 2/16/18
Helen Dunne	Departmental Assistant Academic Advising	L.O.A. (FMLA) 3/12/18 – 4/13/18
Carol Franrick	P.T. Departmental Assistant Academic Services	L.O.A. (FMLA) 2/8/18 – 5/3/18
Leann Murphy	Secretary II Career Programs	L.O.A. (FMLA) 2/7/18 – 3/6/18

R E C O M M E N D E D A C T I O N

That the above leaves be granted.

Sabbatical Leave – Faculty

In accordance with the Faculty Negotiated Agreement, one (1) application for sabbatical leave was received. The application was reviewed by the Faculty Development Committee, the appropriate Dean and the Vice President of Academic Affairs. It is recommended that the following faculty member be granted a sabbatical leave:

Cara Williams, Associate Professor, Psychology
Fall 2018 semester with full pay

RECOMMENDED ACTION

That the above leave be granted.

SUBJECT REPORT - Resignations/Terminations

Jason Levaggi	Multimedia Specialist Information Technology	Effective: 1/3/18
Margaret Lippert	International Student Services Specialist International Student Affairs	Effective: 1/5/18
Carolyn Markel	Education Specialist Learning Enrichment & College Readiness	Effective: 1/12/18

RECOMMENDED ACTION

That the above be approved as presented.

Retirement – Administrative and Professional

The following employee has submitted a notice of retirement per date listed:

Gina Rinella	Cashier Supervisor Finance	6/30/18
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RECOMMENDED ACTION

It is recommended that the request for retirement be approved as presented.

Retirement – Faculty

The following employees have submitted a notice of retirement per date listed:

Joseph Chaloka	Associate Professor, Reading Learning Enrichment & College Readiness	5/31/18
Bonnie Straton	Professor, Massage Therapy Career Program	5/31/18

RECOMMENDED ACTION

It is recommended that the request for retirement be approved as presented.

Retirement – Support Staff

The following employee has submitted a notice of retirement per date listed:

Charlene LiBrizzi	Project Facilitator Registration & Records	8/1/18
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RECOMMENDED ACTION

It is recommended that the request for retirement be approved as presented.

SUBJECT REPORT – Reclassifications (Promotions, Transfers, Etc.)

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Zaki Abdelrahim	P.T. User Support Services Specialist Information Technology Support Staff	Reclassified to: F.T. User Support Services Coordinator Administrative & Professional Effective: 2/26/18
Shanita Jones	Benefits Specialist Human Resources Administrative & Professional	Reclassified to: Human Resources Specialist Effective: 6/4/18
Denise Walsh	Human Resources Assistant Human Resources Administrative Classified	Reclassified to: Benefits Assistant Effective: 6/4/18

RECOMMENDED ACTION

That the above be approved as presented.

NEW BUSINESS

- | | |
|--|----------|
| *12.1 Affiliation Agreement with Counseling Center of Illinois
(Addictions Studies) | Enclosed |
| *12.2 Network Switches Infrastructure Upgrade Purchase | Enclosed |
| *12.3 Document Imaging Solution Supporting Hardware & Software
Purchase | Enclosed |
| *12.4 Building M Finishes Upgrades Bid | Enclosed |
| *12.5 Building T Air Handler Replacement Phase I Re-Bid | Enclosed |

DATE: February 6, 2018

TO: Bob Sterkowitz, Vice President of Finance
Kam Sanghvi, Chief Information Officer

FROM: Susan Gray, Director of Infrastructure and Network Services

RE: **Network Switches Infrastructure Upgrade Purchase**

The college's current network infrastructure was implemented in fiscal year 2008/2009, and has reached its end of life. Due to the age of the equipment and the fact that Cisco Engineering ceased to develop, repair, maintain and test product software for the various switches in the college's infrastructure, it has become necessary to upgrade the current equipment. The Network Infrastructure Equipment is included in the college's long-term Life Cycle Management (LCM) plan, with infrastructure projects scheduled for every nine (9) to ten (10) years.

In spring 2017, the Information Technology (IT) Department developed a plan to upgrade the network Infrastructure. This included the recent fiber project to increase bandwidth across the network, in order to take advantage of the latest infrastructure technologies.

The IT Department researched and tested network switch equipment from Dell, Logicalis (Cisco Systems) and Nexum (Juniper Networks). For the last twenty (20) years, the college's network infrastructure has been designed and built using Cisco Engineering equipment. Eight (8) years ago, after investigating other alternative providers in the market, the college began incorporating Juniper Networks equipment to test the capabilities of the operating system and equipment. IT tested and developed a feature comparison check list, rating each feature a number 1 through 3, with 3 being the best. The total scores were Juniper 37, Cisco 33, and Dell 29. The Juniper operating system, referred to as JUNOS, has proven to be superior in capabilities, the hardware is stable, and offers better performance based on a side-by-side comparison using vendor specifications.

The total cost of ownership over a five (5) year period ranges from \$567,579.79 to \$1,056,634.53. The Logicalis (Cisco) solution cost approximately \$1,056,634.53. The Dell solution costs \$567,579.79. Although the proposal from Dell is lower in cost than Nexum (Juniper Networks), the solution proposed by Dell does not meet the administration needs of the IT staff. The design of the system is cumbersome and unorganized as opposed to the ease of use in the Juniper solution. The Dell solution also lacks functionality and built in management features which, are available in the Juniper solution. Nexum Inc. submitted a solution for \$716,362.20. Based upon the comparison check list ratings, functionality, manageability and cost of proposals the college has determined that the Nexum Inc. solution best fits the overall needs of the college's network infrastructure design. Nexum has also been a longtime partner of the college for technology needs.

RECOMMENDED ACTION: Whereas Nexum Inc., of Chicago, Illinois, provided the best solution for the college, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order in the amount of **\$716,362.20 to Nexum Inc.**, for the Network Switches Infrastructure Upgrade Purchase Juniper Networks solution.

DATE: January 26, 2018

TO: Bob Sterkowitz, Vice President of Finance
Kam Sanghvi, Chief Information Officer

FROM: Susan Gray, Director of Infrastructure and Network Services

RE: **Document Imaging Solution Supporting Hardware/Software Purchase**

At the December, 2017 board meeting, the purchase of OnBase, a document imaging solution from Hyland, was approved for purchase. In order to implement the OnBase solution, the college must purchase supporting hardware and software as described below:

Servers

The OnBase solution will require two (2) physical servers to host the virtual environment. The Information Technology department recommends the college standard, Dell R740 servers. The purchase of these two (2) servers will support ten virtual servers for the production environment and five (5) for the test environment. The servers will be managed via a centralized management solution, which is currently in place.

Storage

Moraine currently has a Dell Compellent Storage array, which stores all of the data for the college's business systems, email, backups, etc. For the OnBase solution, the college would expand the Compellent storage by adding a new tray of discs. This new storage will be used for all of the images being scanned or imported into the OnBase Solution. The storage will be managed via a centralized solution, which is currently in place.

Windows Server Software

For each virtual server, a Windows Operating System Server license will be required and purchased. The college has standardized on Windows Server Datacenter Edition.

VMWare Software

VSphere is the virtual software that is initially installed on the physical servers, and allow virtual servers to be hosted. The two (2) physical servers purchased for this project will run VSphere software, and then the fifteen (15) virtual servers required for the environment will be hosted on the two physical servers.

Backup Software

Maintaining backups of data is a best practice, and industry standard. For the college to back up data, a license for each physical server will be purchased. The college currently uses NetBackup for this purpose. Two (2) new server licenses will be required.

Scanners

The college will require scanners to scan data into the OnBase system. While the recently purchased multifunction Canon equipment can also be used, Moraine will utilize these new scanners for testing, implementation, and certification for areas that will require standalone scanner equipment.

Where applicable, unless sole source, quotations were obtained from multiple vendors for these purchases. Since this solution is an extension of the current network at Moraine Valley, the college quoted equipment that is standards.

RECOMMENDED ACTION: Whereas **Avalon Technologies**, of Bloomfield Hills, Michigan, provided the sole source quote for the product, it is recommended that the Board of Trustees approve and authorize the Compellent Storage Expansion for a cost of \$21,380.00.

Whereas **CDW-G**, of Vernon Hills, Illinois, provided the sole source quote for the product, it is recommended that the Board of Trustees approve and authorize the Windows Operating Server Environment for a cost of \$1,130.92.

Whereas **Dell Inc**, of Round Rock, Texas, provided the sole source quote for the product, it is recommended that the Board of Trustees approve and authorize the purchase of two PowerEdge R740 servers for a cost of \$22,111.60.

Whereas **CDW-G**, of Vernon Hills, Illinois, provided the lowest price quote for the product, it is recommended that the Board of Trustees approve and authorize the VMWare VSphere Software purchase for a cost of \$9,269.16.

Whereas **Continental Resources (ConRes)**, of Bedford, Massachusetts, provided the lowest price quote for the product, it is recommended that the Board of Trustees approve and authorize the NetBackup Software purchase for a cost of \$10,354.00.

Whereas **CDW-G**, of Vernon Hills, Illinois, provided the price quote for the product, it is recommended that the Board of Trustees approve and the purchase of two Scanners for a cost of \$1, 123.00.

The **total costs** for the supporting hardware and software for the OnBase solution is **\$65,368.68**.

DATE: February 6, 2018

TO: Robert J Sterkowitz, Vice President of Financial and
Business Service and College Treasurer

FROM: Jane M Bentley, Director of Purchasing

RE: **Building M Finishes Upgrades Bid**

The bid was duly advertised in a local newspaper as prescribed by law. The bid was also advertised on the college's web site. The bids were opened on Tuesday, February 6, 2018 at 10:00 AM in Room L145. Five (5) bids were received. The results of the bid are delineated on the attached sheet. The pricing for this bid was not via State contract or consortium contracts.

The scope of this project for the Moraine Rooms pre-function space and Moraine Rooms 1, 2, and 3 in Building M includes, but is not limited to, removal of the existing broadloom carpet, removal and installation of new large format carpet tiles and base, new paint on the walls, installation of new wall reveals and gypsum board partitions, and removal and replacement of existing vinyl wallcoverings.

The recommendation of a bidder for the award of this project is based on the bidder's responsiveness to the identified qualifications, requirements of the project, and the bid amount. Upon review of the bid submittal and vendor meeting by the college's architect, Demonica Kemper Architects (DKA), it was found that TORI Construction, LLC., of Alsip, Illinois, understood the scope of the re-bid and met all bidding requirements for the project including all the necessary bidding documents with their submission.

RECOMMENDED ACTION: Whereas TORI Construction, LLC. of Alsip, Illinois, is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this re-bid and authorize the issuance of a purchase order in the amount of **\$126,300.00** for the Building M Finishes Upgrades Bid.

DATE: February 6, 2018

TO: Robert Sterkowitz
Vice President Financial and Business Services and College Treasurer

FROM: Jane Bentley
Director of Purchasing

RE: **Building T Air Handler Replacement Phase 1 Re-Bid**

This project was originally bid in December 2017, where initial bids for this project were received. Upon review, bid submissions exceeded the college's estimated budget. Therefore, the college did not accept those initial bids and worked with IMEG, the college's engineering consultants, to reassess, modify and reevaluate the scope to reissue specifications for re-bid in January 2018.

The re- bid was duly advertised in a local newspaper as prescribed by law. It was also advertised on the college's web site. These bids were opened on Tuesday, February 6, 2018, at 11:00 AM, in room L 145. The results of the bid are delineated on the attached sheet. The pricing for this bid was not via State contract or consortium contracts.

The scope of the project consists of replacing the air handling units (AHU-3, 7,8,9) in the mechanical penthouse of Building T, including, but not limited to, disconnect, demolish and extend ductwork and piping as required, extending controls to provide new controls, electrical and accessories for the air handling units.

The recommendation of a bidder for the award of this project is based on the bidder's responsiveness to the identified qualifications, completion of the specifications, requirements of the project, and the bid amount. It was found upon review by the college's engineering consultants, IMEG (formerly KJWW), that Regan Heating, Inc., of Justice, Illinois understood the scope of the bid and met all bidding requirements for the project including all the necessary bidding documents with their submission.

RECOMMENDED ACTION: Whereas, Regan Heating, Inc., of Justice, Illinois is the lowest responsible responsive bidder, it is recommended that the Board of Trustees award and authorize the issuance of a purchase order in the amount of **\$ 1,038,000.00 to Regan Heating Inc.,** for the Building T Air Handler Replacement Phase 1 Re-Bid.