

Navajo County Community College District Governing Board Meeting Minutes

July 20, 2021 – 9:00 a.m.

ZOOM

Governing Board Member Present: Mr. Frank Lucero; Mr. Everett Robinson; Mr. Elias Jouen; Ms. Kristine Laughter; Mr. Derrick Leslie.

Governing Board Member Present by Phone:

Governing Board Member Absent:

Staff Present: President Chato Hazelbaker; Vice President for Administrative Services (VPAS) Maderia Ellison; Chief Information Officer (CIO) Scott Estes; Director of Institutional Effectiveness Judy Yip-Reyes; Recording Secretary to the Board Paul Hempsey.

Others Present: David Huish; Amelinda Webb; Ann Hess; April Horne; Betsy Wilson; Colleen Readell; Curtis Stevens; David Borofsky; Josh Rogers; Lauren Maestas; Rob Bass; Richard Strickland; Ryan Orr; Terrie Shevat; Bob Pian.

Others Present by Phone:

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Lucero called the meeting to order at 9:00 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

Mr. Robinson moved to adopt the agenda as presented. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Consent Agenda

- A. **June 15, 2021 Regular Meeting Minutes**
- B. **2020-2022 Dual Enrollment Intergovernmental Agreement** between Navajo County Community College District and Hopi Jr/Sr High School.
- C. **2021-22 TALON Intergovernmental Agreement Amendment** between Navajo County Community College District and Dishchii'bikoh Community School.

Mr. Robinson moved to approve the Consent Agenda. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.



Agenda Item 5: For Discussion and Possible Action

5A. Old Business

None.

5B. New Business

5.B.1. Request to Award Contract for the White Mountain Campus Skill Center Project

VPAS Ellison addressed the Board and presented the request to award a contract to TSG Constructors, LLC., at a base bid price of \$11,727,000 plus Alternate 1 of \$250,000 for a total of \$11,977,000. VPAS Ellison then asked Director Huish to review the proposal and answer any questions the Board may have.

Mr. Jouen thanked everyone involved with bringing the recommendation to the Board.

Chair Lucero asked if the cost of site preparation was higher than expected. Director Huish noted it was but that all bids were similar and he had no concerns after reviewing the information.

Mr. Robinson asked if there was a penalty clause written in to the contract if construction is not complete in time. Director Huish noted that there was and the company understood the requirements and did not see any issues with the timeframe. If approved today a letter of intent and a directive to purchase the metal building would be sent to the contractor to lock in prices.

Chair Lucero asked if the contractor was expecting any difficulties in receiving the prefabricated metal building. Director Huish noted that this was the reason for the letter of intent, so the contractor can contact the vendor to begin designing the building. Site work would begin in anticipation of the receipt of the building.

VPAS Ellison provided additional information on the contract and letter of intent. VPAS Ellison also noted that a revised lease had been negotiated for the Automotive Technology facility the college currently utilizes in case construction runs over the timeframe.

Ms. Laughter asked what the original budget was for the project. Director Huish responded that \$7.7 million had initially been budgeted.

Ms. Laughter asked whether the pandemic would slow construction and if that had been considered. Director Huish noted that it was a possibility, that had been considered, which was why the letter of intent was required to speed the initial steps in the process.

Mr. Jouen made a motion to approve the award of a contract to TSG Constructors, LLC., at a total cost of \$11,977,000, which includes Alternate 1 of \$250,000.00. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.

President Hazelbaker thanked the Board for their support and mentioned the possibility of a Fall Retreat for the Board to discuss the increasing costs for construction.



5.B.2. Request to Approve Annual Jenzabar Support and Maintenance for 21/22

CIO Estes addressed the Board and presented the request to approve the annual renewal of Jenzabar Support and Maintenance for a total cost of \$269,500.90, noting this was a sole source request due to the integral part the application plays in college operations.

Mr. Robinson commented on the regular need to hold a July meeting to approve the Jenzabar contract due to the information being received after the June meeting.

Mr. Robinson made a motion to approve the annual maintenance contract with Jenzabar for a total cost of \$269,500.90, acknowledging it was a sole source request. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.

5.B.3. Request to Approve Annual Microsoft License and Assurance for 21/22

CIO Estes presented the request to approve a 3-year license with Microsoft for a total cost of \$134,153.40, noting that this was also a sole source request.

Mr. Robinson and Chair Lucero clarified the details of the request with CIO Estes and VPAS Ellison.

Mr. Jouen made a motion to approve the purchase of the Microsoft License for a three-year period and for a total of \$134,153.40. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.

Agenda Item 6: DGB Agenda Items and Informational Needs for Future Meetings

Mr. Robinson concurred with the need to hold a Fall Retreat.

Agenda Item 7: Board Report/Summary of Current Event

None.

Agenda Item 8: Announcement of Next Regular Meeting

Regular District Governing Board meeting on August 17, 2021.

Agenda Item 9: Adjournment

The meeting was adjourned at 9:42 a.m. upon a motion by Mr. Robinson and a second by Mr. Jouen. The motion carried upon a roll-call vote with Mr. Robinson, Mr. Jouen, Ms. Laughter, Mr. Leslie, and Chair Lucero voting in favor. There were no votes against.



Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

Approved

