

**NAVARRO COLLEGE BOARD OF TRUSTEES**  
**JULY 13, 2010 SPECIAL MEETING**  
**MINUTES**

The governing body of NAVARRO COLLEGE met on Tuesday, July 13, 2010 at 12:00 noon in the Lone Star Room located in Walker Dining Hall. Trustees in attendance included: Mr. Lloyd Huffman, Chairman; Dr. James Price, Vice-Chairman; Mr. James Borkchum, Jr., Secretary-Treasurer; Mr. Richard Aldama, member; and Mr. Phil Judson, member.

Mr. A. L. Atkeisson and Mr. Todd McGraw were absent.

Others in attendance included:

Dr. Richard Sanchez	District President
Dr. Harold Nolte	President, Ellis County Campuses
Dr. Kenneth Martin	Vice President, Academic Affairs
Ms. Gertrud Moreno	Vice President, Finance and Administration
Dr. Tommy Stringer	Vice President, Institutional Advancement
Ms. Leslie Smith	Executive Administrative Assistant
Mr. Oliver Sheehan	<i>Corsicana Daily Sun</i>
Ms. Kris Smith	<i>Navarro County Times</i>

**Call to Order**

Mr. Huffman called the meeting to order at approximately 12:00 noon and asked Dr. Price to begin with a prayer.

**Approve Awarding Contract to Hill and Wilkinson, Ltd. for Construction of Petroleum Technology Building and Campus Police Building**

Ms. Moreno stated approval to award the contract for constructing the Petroleum Technology and Campus Police buildings to Hill and Wilkinson, Ltd. was requested. A selection committee comprised of representation from the college and the Board of Trustees reviewed three bids received and evaluated them to determine the best value for the college. Hill and Wilkinson received the highest ranking. Ms. Moreno stated that one contractor submitted a lower bid than Hill and Wilkinson but did not have the required experience.

Mr. Judson inquired how the vendors were ranked. Dr. Sanchez and Ms. Moreno responded that Hill & Wilkinson was ranked first, Watkins Development was ranked second and FBI Construction was ranked third.

An interview with Hill and Wilkinson was conducted and a maximum construction amount was negotiated. As a result of the price negotiated, both phase I and II of the Petroleum Technology Building will be constructed. An additional \$81,000 will be required which will be made available from Auxiliary Enterprises revenues at year end

Mr. Judson inquired how the vendors were ranked. Dr. Sanchez and Ms. Moreno responded that Hill & Wilkinson was ranked first, Watkins Development was ranked second and FBI Construction was ranked third.

Dr. Price moved to approve awarding the contract for construction of the Petroleum Technology and Campus Police buildings to Hill and Wilkinson, Ltd. Mr. Judson seconded the motion, and the vote was unanimous.

**Approve Watkins Development Corporation as Construction Manager at Risk for the Expansion of the Cook Education Center Project**

Ms. Moreno continued by stating approval was also being requested to approve Watkins Development Corporation as Construction Manager at Risk for the expansion of the Cook Education Center Project. A committee involving representatives from the college, Navarro College Foundation and Board of Trustees reviewed the submitted proposals and recommended awarding the contract to the low bidder, Watkins Development Corporation.

Dr. Price made a motion to approve Watkins Development Corporation as the Construction Manager at Risk for the expansion of the Cook Education Center project. Mr. Borkchum seconded the motion, and the decision was unanimous.

#### **Adopt Resolutions and Interlocal Agreements with Purchasing Cooperatives**

Ms. Moreno continued her presentation by discussing the value the college would accrue by joining a purchasing cooperative. She stated that purchasing cooperatives can save the college financial resources by utilizing contracts already in place and eliminating the need to issue bids. Ms. Moreno stated that purchasing cooperatives bid many contracts each year and usually obtain a better economic value because they represent more than one entity.

Ms. Moreno stated no fee was required to join the cooperative, BuyBoard, and requested the required resolution be adopted. Additional resolutions will be brought forward in August for joining several more purchasing cooperatives. This will allow the college to seek out the best prices on commodities such as computers, furniture, etc. She added the college will continue to issue bids for goods or services offered by local vendors.

Mr. Judson moved to adopt the resolution and interlocal agreement to have Navarro College join the purchasing cooperative, and Mr. Aldama seconded the motion. The vote was unanimous.

#### **Announcement and Adjournment**

Mr. Huffman announced the next regular monthly meeting will be held on Thursday, July 22, 2010, following a budget and planning workshop in the Lone Star Room beginning at 10:00 a.m.

Dr. Priced moved to adjourn the meeting at approximately 12:13 p.m. Mr. Aldama seconded the motion, and the decision was unanimous.

Respectfully submitted,

  
James E. Borkchum, Jr.  
Secretary-Treasurer