

**NAVARRO COLLEGE BOARD OF TRUSTEES
APRIL 1, 2008 SPECIAL MEETING
MINUTES**

The governing body of NAVARRO COLLEGE met in the President's Dining Room located in the Walker Dining Hall for a special meeting on Tuesday, April 1, 2008. The following trustees were in attendance: Mr. Homer Wasson, Chairman; Dr. James Price, Secretary/Treasurer; Mr. James Borkchum, Member; and Mr. Todd McGraw, Member. Members absent were: Mr. Lloyd Huffman, Vice-Chairman, Mr. Liston Herod Jr., Member, and Mr. Zane Stites, Member.

Others in attendance were:	Dr. Richard Sanchez	District President
	Dr. Harold Nolte	President, Ellis County Campuses
	Dr. Kenneth Martin	Vice President for Academic Affairs
	Mr. Darrell Raines	Vice President for Finance and Administration
	Dr. Tommy Stringer	Vice President for Institutional Effectiveness
	Ms. Donna Parish	Director of Marketing and Public Relations
	Ms. Leslie Smith	Executive Administrative Assistant
	Mr. Lloyd Cook	<u>Corsicana Daily Sun</u>

Call to Order

Mr. Wasson called the meeting to order at approximately 12:10 p.m. and asked Dr. Sanchez to lead the assembly in prayer.

Review Bids and Award Contract for Addition to Gibson Hall

Dr. Sanchez asked Mr. Raines to present the bid results for the addition of Gibson Hall.

Mr. Raines stated three (3) bids were received: Watkins Development - \$510,763; Generation 2 - \$549,314; and JL Construction - \$631,000. He stated the College is familiar with the two local bidders, Watkins Development and Generation 2. The low bidder, Watkins Development, previously constructed Navarro College's John Deere Ag Tech and the Physical Plant/Maintenance buildings on the Corsicana campus.

Mr. Raines stated because of the addition of a roof-top air conditioning unit and restroom facilities to the original plans and inflation, the bids were higher than the original estimate of \$378,000. He stated the roof-top air conditioning unit is needed to prevent problems with sweat and moisture being experienced in the current weight room, and in order to hold the 24-ton unit, changes also had to be made to the structural design of the roof. In addition, there has been a need for accessible restrooms during soccer games and other athletic events on campus. He stated the restrooms are designed to be accessed from an outside entrance on the west side of the building and can be locked for security.

In reviewing the budget for the proposed addition to Gibson Hall, Mr. Raines stated that by deleting the Payment and Performance Bond in the amount of \$7,000, the cost can be lowered to \$503,000. He stated the College always reserves final payment contingent upon the contractor meeting their obligations and satisfactory completion of the job. He stated \$22,000 is budgeted for architect fees, and based on the architect's suggestion, an additional \$10,000 has been budgeted for materials testing by an independent contractor. Mr. Raines stated an independent contractor will provide quality assurance that the soil is being

tested correctly and the concrete is poured at the right consistency. The total estimated cost for the project, not including renovations and furniture, is \$535,763.

Mr. Raines stated that if the Board chooses to award the contract, the construction of the addition will not be completed until October 1, 2008. He explained the reason for the delay is because of a 120 day waiting period for the steel to be fabricated and shipped, and another 60 days for the job to be finished. Because of this delay, the cost of the furniture and renovations will be included in next year's (2008-09) Auxiliary Fund budget.

Dr. Price inquired about the difference between cased and uncased piers. Mr. Raines stated that the base bid is based on uncased piers made of concrete. Cased piers include steel. He stated that if the soil is determined to be unstable and the piers have to be drilled at a deeper depth and/or require steel casing, it is likely the price will increase.

Dr. Price stated that because of the College's growth, the expansion is necessary to provide more room for students. He made a motion to award the contract to Watkins Development, and Mr. Borkchum seconded the motion. The decision was unanimous.

President's Report

Dr. Sanchez informed the Board that he had received a call from the State Auditor's office regarding a red flag that had been raised because of a surge in contact hours at the Midlothian Campus, spring 2006. He stated this was the first year the Midlothian campus was open, and Dr. Cubie Ward, Dean of Midlothian Campus, was responsible for all online courses. Because of this, all contact hours for online courses were bundled together and reported under Dr. Ward's area at the Midlothian campus.

Dr. Sanchez stated the State Auditor informed him they are primarily looking at three things: (1) computer glitches, (2) reporting errors, and (3) criminal activity. Dr. Sanchez stated none of these apply to Navarro College. He stated all documentation has been sent to the State Auditor, and he expects to hear back from them soon.

Adjournment

Mr. McGraw made the motion to adjourn at 12:25 p.m. and Mr. Borkchum seconded the motion.

Respectfully submitted,

Dr. James G. Price, Secretary/Treasurer
Navarro College Board of Trustees