

WILLIAM RAINEY HARPER COLLEGE
BOARD OF JUNIOR COLLEGE DISTRICT 512
COOK COUNTY, ILLINOIS

Minutes of an Adjourned Regular Board Meeting, September 7, 1967

CALL TO ORDER: The adjourned regular meeting of the Board of Junior College District No. 512 was called to order at 8:25 p.m., September 7, 1967 at the Harper College Data Processing Center, 1200 West Algonquin Road, Palatine, Illinois by President Haas.

ROLL CALL: Present: Haas, Hansen, Hamill, Hutchings, O'Dea, Nicklas, and Johnson.
Absent: None

NEW BUSINESS: Dr. Lahti distributed to the board a recommendation for the employment of Andrew J. Aguero as administrative Programmer I. Dr. Lahti indicated to the Board that the salary for this position had been budgeted in the forthcoming year's budget.

Member O'Dea moved and Member Hutchings seconded the motion to appoint Andrew J. Aguero as Programmer I at an annual salary of \$7,200, with an increase to \$7,800 per year upon satisfactory completion of a probationary period of six (6) months. Mr. Aguero will not be issued an employment contract but will receive two weeks vacation annually and military leave in accordance with established board policy.

Upon roll call, the vote was as follows:

Aye: Haas, Hansen, Hamill, Hutchings, O'Dean, Nicklas, and Johnson.

Nay: None

Discussion of Bid
Openings

Mr. Ed Finday and Mr. Fridstein, architects for the college, discussed with the board the opening of bids on September 6th. Mr. Finday indicated that the college had received some very excellent bids. A total of forty-three (43) bids were submitted, thirty-nine (39) bids were submitted by sub-contractors and four (4) bids were submitted by general contractors. Mr. Finday went on to indicate that MBM had reviewed the bids and feels that all the contractors are very reliable firms. Mr. Fridstein distributed to the Board a summary of the low bidders and explained the various alternates for each of the areas under bid. It was indicated by Mr. Fridstein that the Illinois Building Authority requires the college to accept the alternates

NEW BUSINESS:
(Contd.)

in the order in which they occur. Therefore the base bid for a contractor might be low but an alternate may cause him to be a high bidder for the overall work to be performed. Thus, as Mr. Fridstein pointed out, if the college elected to take some of the alternates indicated in the bid specifications, it was quite possible to end up with a contractor other than what would appear to be the low bidder in the initial bidding. Member Hamill asked Mr. Fridstein to explain the assignment of responsibilities. Mr. Fridstein explained that all sub-contractors would be assigned to the general contractor whose responsibility it would be to coordinate the project. Member Hamill asked Mr. Fridstein if he was satisfied with the Corbetta bid in as much as it was so much lower than the rest of the bids submitted by general contractors. Mr. Fridstein indicated that he had visited with Mr. Corbetta and Mr. Corbetta had stated that he felt that he would have no problems in meeting the schedule in completing the work as required. Mr. Corbetta went on to further state that the plans as prepared by the architects were very complete and the specifications were performance type of specifications and were much more definitive and therefore enabled him to secure better bids from sub-contractors and suppliers. Mr. Fridstein went on to say that all of the contractors were very high caliber firms and generally recognized as being top flight people in the area. It was indicated that Economy Plumbing and Heating has submitted the low bid for heating, refrigeration, and temperature control. Assuming that the alternate would be taken, Economy's base bid was \$11,000 more than the others, however, they submitted a \$60,000 difference on bidding the alternate, thus if the college elected to take the alternate this could result in selecting another contractor as low bidder for heating, refrigeration, and temperature control. Member Hutchings asked the relationship of the other bids to that of Economy's. Mr. Fridstein indicated that the next low base bid was \$960,000 with an alternate of \$140,000. Mr. Finlay indicated to the Board that about three per cent of the total construction budget of \$12,166,708. was available for change orders. Member Johnson inquired if he felt this was a large enough sum. Mr. Fridstein responded indicating the plans were pretty complete and felt that for \$360,000. many changes could be made throughout the construction period. It was also pointed out to the Board that we have omitted about \$50,000. to \$60,000. for art equipment. Rather than get involved with the contractors and change specifications, the

NEW BUSINESS:
(Contd.)

architects had elected to use an addendum to the contracts, so therefore part of the money earmarked for contingencies would be used for purchase of art equipment. It was also pointed out to the Board that there is a large amount of fixed equipment in the library and other areas that were not included in the present contract. The omission of this equipment was made so that the faculty and staff could become involved in the selection of the individual items of fixed furniture. Dr. Lahti indicated that there are many types of carrels on the market and that he felt it would be to the benefit of the college to have the library staff on board to give their input in the selection of these items. He further indicated that many of these carrels cost a minimum of \$70.00 and up and that we will need about a thousand of these in the library. Mr. Fridstein presented to the Board an outline of the procedures that would be followed in making the final award of the contracts. First, MBM will review the bids and make an official recommendation to the architects in writing concerning the validity of the bids submitted by the various contractors. Fridstein and Fitch, architectural firm, will then submit a resolution to the IBA in which they concur with the recommendations of MBM and the architect. The Illinois Building Authority will then make a recommendation to their board by mail which will take about one week. At that time the Health, Education, and Welfare Office will give their approval which will require about ten (10) days. Mr. Fridstein indicated that the minimum time required will be about three weeks. However, he indicated that the contractors can use this three week period for certain administrative activities and at the end of that time can be ready to begin site work.

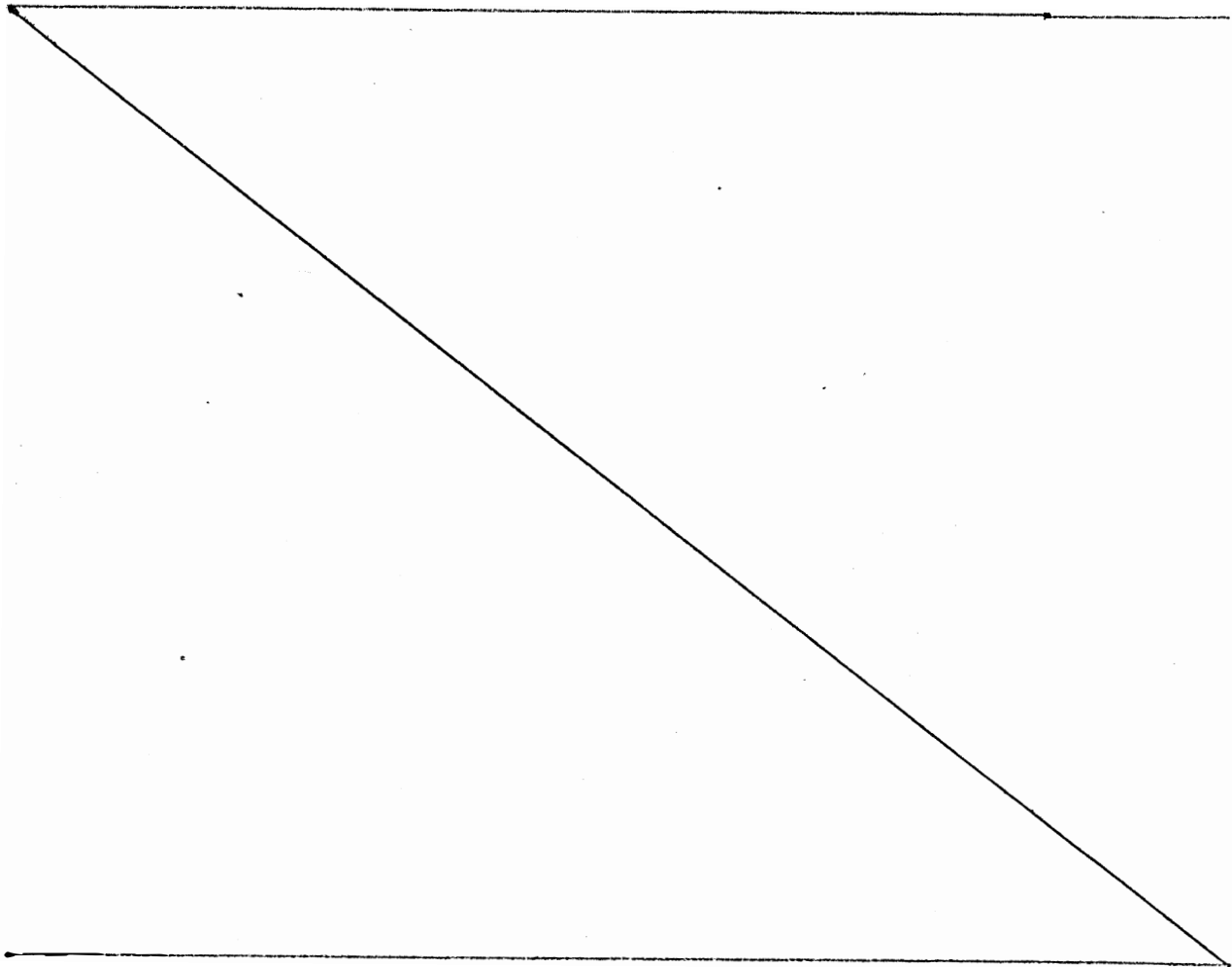
Approval of a
resolution -
Payments

Attorney Hines indicated to the Board that the college would receive credit against the 25% local matching funds for various fees incurred in connection with the construction project which had been paid to date. It was further indicated that some of these bills had not been approved for payment and it would be to our advantage to approve those bills in order to receive credit as part of our local matching monies. The items and the amounts are as follows:

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|----------------------|--|---------------|
| <u>NEW BUSINESS:</u> | Architectual Service | \$ 39,501.98 |
| (Contd.) | Reimbursement of Construction | |
| | Document Printing | 15,000.00 |
| | The College's share of the pre- paration of the Model | 1,900.00 |
| | Water Tap on Fee | 4,000.00 |
| | Supplemental Survey Bill | <u>110.00</u> |
| | TOTAL | \$ 60,511.98 |

Member Johnson moved and Member Hamill seconded the motion to approve the resolution for approving payment of various bills for services incurred in conjunction with the construction project.

(RESOLUTION ATTACHED TO OFFICIAL COPY OF MINUTES)



NEW BUSINESS:

(Contd.)

Upon roll call, the vote was as follows:

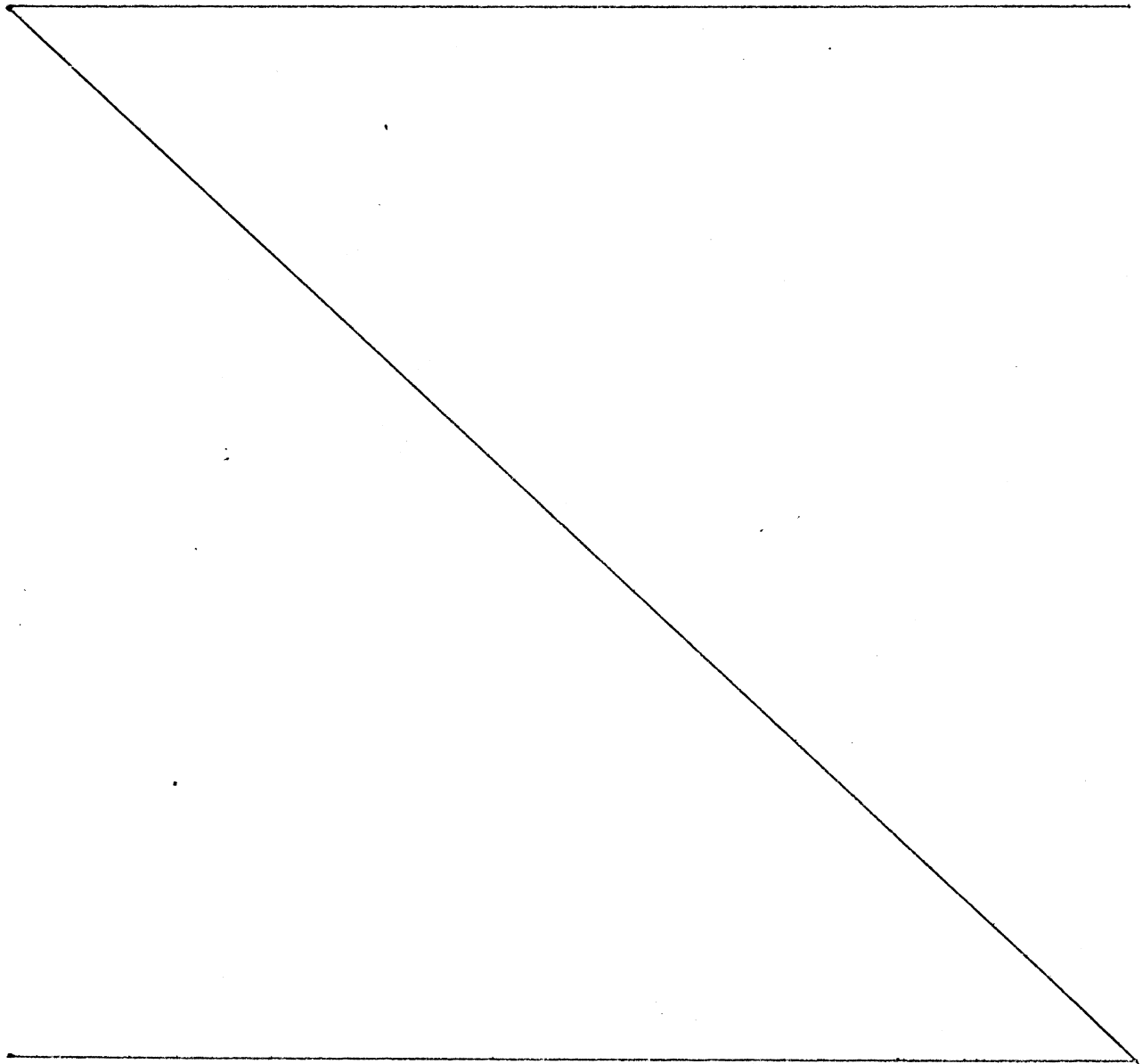
Aye: Haas, Hansen, Hamill, Hutchings, O'Dean, Nicklas,
and Johnson.

Nay: None

Resolution on
awarding of Bids

Member Nicklas moved and Member Hamill seconded the
motion to approve the resolution on the awarding of
bids to the IBA as follows:

(RESOLUTION ATTACHED TO OFFICIAL COPY OF MINUTES)



NEW BUSINESS:
CPM Consultant

Mr. Fridstein indicated that the CPM Consultant will be required to begin working with the contractor about 30 days after the award of bid. At that time the general contractor and the CPM Consultant get together and work out their schedule and then fit into that the schedules of the various sub-contractors. Mr. Fridstein further indicated that his firm would like to do some more investigating and report back to the Board in about three weeks. No further action was taken on the CPM Consultant at this time.

OTHER BUSINESS:

Member Hansen reported to the Board that he had received a telephone call from a citizen in the community who is a professional engineer with a firm that was interested in doing some of the site improvement work. It was indicated that the engineer had raised some questions concerning the specifications prepared for such work. Mr. Finlay reported to the Board that he had visited with the gentleman and discussed his questions with him. Mr. Finlay stated that most of the engineer's comments were items which could be taken up if his firm was successful. Mr. Finlay further went on to say that he had indicated to the gentleman that the architects would be very happy to discuss any proposed alternates that any contractor might wish to submit to the architects. Mr. Finlay pointed out that it is general procedure to allow a contractor 30 days after notice of award to submit alternate or equal items in place of certain specifications.

Mr. Haas reported to the Board that an ad hoc committee had been established in our area to promote the development of a senior college somewhere within the Junior College District. Mr. Haas went on to say that there had been some discussions within the group as to whether or not the college proposed would be a four year institution or a senior and graduate institution. Dr. Lahti indicated that he had talked to Dr. Gilbert about the matter and that he had indicated if the committee was serious in establishing a four year institution it would certainly lose his support. Member Haas indicated that the committee was having a meeting on the 20th, also, the 27th and that Dr. Lahti had been invited to attend these meetings. Member Johnson said that he felt Jim Broman of the Junior College Association should be alerted to the actions of the committee in as much as developments which might take place in this area would reflect on the overall Junior College Movement in the state. Member Hamill indicated he

OTHER BUSINESS:
(Contd.)

felt the Board should give positive support to the group if the institution proposed will in effect be a senior institution. Member O'Dea stated that he believed that at this point it was just a problem of semantics with the group and that they were not seriously considering a four year institution. Member Hansen said he agreed with Member Hamill that such an institution would be of great benefit to this area. Member Haas stated that he felt definitely the Junior College Board should support the ad hoc committee, however, if the proposed institution did develop into a four year university Harper College would then become simple an area vocational school.

Awarding of Bids
for AV Equipment

Dr. Lahti introduced a recommendation to the Board for the purchase of various Audio Visual equipment. He indicated that if we can place the equipment on order it will enable our staff to have the equipment as soon as possible so that they may begin using it in their classroom instruction. He further stated that these items are about 50% reimburseable under a higher education grant in which the College must match the funds presented by the U. S. Office of Education. Member Hamill stated that he was interested in the College's bidding philosophy. For example, he indicated was it possible for us to specify a particular piece of equipment and manufacturer and yet accept a bid from a company which proposes their own equipment. Mr. Misic, Purchasing Agent, responded that in this particular instance Allied Radio had a lower price than the Ampex Corporation on a particular unit which had specified Ampex as the manufacturer. He further went on to say that we will accept any comparable item when a lower bid is received by another supplier. Member O'Dea asked if the purchase of this equipment meant that we will not have to use any of the Audio Visual equipment of High School District 214. Mr. Misic indicated that no we are trying to get phonographs, overhead projectors, and other items in which there is greatest need, but that we would still be using some of High School District 214's equipment. Dr. Lahti indicated the Board had originally planned to share the equipment with High School District 214, but that after looking at our needs some concern was expressed on the part of both the College and the High School District. He stated that basically this equipment will serve the needs of our staff, however, there may be instances in which we will need to use some

OTHER BUSINESS:
(Contd.)

of Elk Grove's equipment. Member O'Dea asked where this equipment would be stored. Dr. Lahti responded that the equipment would be stored in the Audio Visual Equipment Room at the Elk Grove High School and, also, in the Library assigned to the College.

Member Hansen moved and Member Hutchings seconded the motion to approve the purchase of various Audio Visual equipment as recommended in the attached document entitled "Request for the Purchase of Various Audio Visual Equipment".

Upon roll call, the vote was as follows:

Aye: Haas, Hansen, Hamill, Hutchings, O'Dea, Nicklas,
and Johnson.

Nay: None

PRESIDENT'S
REPORT:

Dr. Lahti introduced Mr. William Mann, the new Dean of Business, to the Board.

Dr. Lahti asked Dr. Harvey, Dean of Students, to report on admissions at this point. Dr. Harvey indicated that as of two days ago some seventeen hundred students had made application for admission to the College. He further stated that at the present time we now have some eleven hundred full time applications of which about eight hundred have pre-registered for classes. He further stated that we now have about five hundred, sixty part-time applications. Dr. Lahti indicated that members of the American Association of University Women are assisting in the registration procedures. The ladies from the AAUW are donating their time and the College is very, very pleased to have their services.

Member O'Dea moved and Member Nicklas seconded the motion to adjourn the meeting at 10:40 p.m. Motion carried.

President Haas

Secretary Nicklas