

### **CALL TO ORDER/ROLL CALL**

The meeting was called to order by Trustee Potter at 4:01 p.m. in Room A300.

Present: Mr. Abezetian, Ms. Carpenter, Mr. Garrity, Mr. Klinger, Mr. Kubiczky,  
Mr. Lambrecht, Mrs. Potter, Mr. Reynolds, Mr. Sullivan.

Absent: Ms. Peluso.

Also Present: Ms. Page, Dr. Campos, Dr. King.

### **APPROVAL OF MINUTES**

Mr. Sullivan moved, Mr. Lambrecht seconded to approve the minutes of the July 3, 2018, Finance meeting. Voice vote carried the motion unanimously.

### **CITIZEN PARTICIPATION/PRESENTATIONS**

There was no citizen participation.

Human Resources Update – Mr. Klinger reported on new employee hires for the fall semester.

Without objection from the committee, Mrs. Potter turned the meeting over to Mr. Sullivan.

### **NEW BUSINESS**

#### **\*1. Amendment to the U.S. Bank N.A. Branch On-Campus Agreement**

Mr. Sullivan stated that this is an Amendment to the On-campus License Agreement with U.S. Bank N.A. The Agreement will be for a two-year term commencing on November 12, 2018 through November 11, 2020 and will provide the College annual rent of \$12,000.

#### **\*2. DePue Mechanical Inc. HVAC Services**

Mr. Sullivan stated that this is a request to approve an open purchase order with DePue Mechanical Inc., a heating, ventilation, and air conditioning contractor that provides emergency equipment and repair services on main campus HVAC systems for the Operations & Maintenance department. It is recommended that the Board approve an FY19 vendor limit of \$25,000.

**\*3. Hayes Mechanical, HVAC Services**

Mr. Sullivan stated that this is a request to approve an open purchase order with Hayes Mechanical, a heating, ventilation, and air conditioning contractor that provides emergency equipment and repair services on main campus HVAC systems for the Operations & Maintenance department. It is recommended that the Board approve an FY19 vendor limit of \$25,000.

**\*4. Murphy & Miller, Inc. HVAC Services**

Mr. Sullivan stated that this is a request to approve an open purchase order with Murphy & Miller, Inc., a heating, ventilation, and air conditioning contractor that provides emergency equipment and repair services on main campus HVAC systems for the Operations & Maintenance department. It is recommended that the Board approve an FY19 vendor limit of \$25,000.

**\*5. W.J. O'Neil Chicago LLC, HVAC Services**

Mr. Sullivan stated that this is a request to approve an open purchase order with W.J. O'Neil Chicago LLC, a heating, ventilation, and air conditioning contractor that provides emergency equipment and repair services on main campus HVAC systems for the Operations & Maintenance department. It is recommended that the Board approve an FY19 vendor limit of \$25,000.

**\*6 Trane Supply Vendor Limit Increase**

Mr. Sullivan stated that this is a request to approve a vendor limit increase to \$40,000 for FY19 for Trane Supply to provide the college with Trane manufactured chiller parts.

**\*7. Certificate of Final Completion and Authorization of Final Payment for the "D" Building Roof Replacement Project**

Mr. Sullivan stated that this is a Certificate of Final Completion and Final Pay Application of \$2,000 for the D Building Roof Replacement project. The total project cost was \$417,800.

**\*8. FY 2019 – Waiver of Room Rental Fee Triton Foundation 26<sup>th</sup> Annual President's Reception**

Mr. Sullivan stated that this is a request to use Triton facilities for the FY19 President's Reception scheduled for November 14, 2018, and to waive room rental fees and set up charges of approximately \$2,000 as per the Triton College Facilities Rental Policy.

**\*9. Fee Waiver for the Cook County Clerk's Office**

Mr. Sullivan stated that this is a request to utilize Triton facilities on February 26, 2019, April 2, 2019, March 1 and November 3, 2020, between 4:00 a.m. and 12:00 midnight for judges of the Cook County election to submit returns. The County will pay the College \$400 per date for the use of facilities to cover maintenance, setup and cleanup. The total value of the facility fee waiver is estimated at \$2,550 per date.

**\*10. Certificate of Final Completion and Authorization of Final Payment for the "M Building" Chiller & DX Unit Installation Project**

Mr. Sullivan stated that this is a Certificate of Final Completion and Final Pay Application of \$2,000 for the "M Building" Chiller & DX Unit Installation project. The total project cost was \$276,053.

**\*11. Equal Opportunity and Affirmative Action Program – Fiscal Year 2018 Summary**

Mr. Sullivan stated that this item is the Equal Opportunity and Affirmative Action Program Fiscal Year 2018 Summary which is prepared annually by the Human Resources department.

**\*12. Contract between Triton College Board of Trustees and Triton College Faculty Association 2018-2021 (Draft)**

Mr. Sullivan stated that the Faculty Contract has been ratified by the membership of the Faculty Association by a vote of 49 in favor and 20 against on July 18, 2018. All terms and conditions and language of the Agreement have to be finalized at a date not certain. (*Date of contract finalization - August 23, 2018*)

**\*13. Microsoft Consolidated Campus Agreement with CDW-G**

Mr. Sullivan stated that this is a one-year renewal Agreement with CDW-G to provide Microsoft software products for all Triton owned or leased PC's at a cost of \$44,030 for FY19. The renewal will run from September 1, 2018 through August 31, 2019 and will cost \$555.89 less than FY18.

**\*14. Service Renewal Agreement with Chicago Area Interpreter Referral Services (CAIRS)**

Mr. Sullivan stated that this is an updated fee and scheduling Agreement with CAIRS who provides interpreter services to the College. The Agreement is effective August 1, 2018 and shall continue until updated by CAIRS. Based on the

College's past experience, services are projected not to exceed \$200,000 per fiscal year.

**\*15. Cooperative Agreement with All Paws Veterinary Clinic**

Mr. Sullivan stated that this Agreement will allow Continuing Education veterinary assistant students to conduct the clinical component of their program onsite at the clinic. There is no cost to this Agreement.

**\*16. Examity Inc. One Year Agreement**

Mr. Sullivan stated that this Agreement will facilitate online monitoring and verification of proctoring for online courses in order to maintain test integrity. The contract will begin September 1, 2018, run for one year and shall not exceed a cost to the College of \$5,000 during the 12-month Agreement.

**\*17. Associated Health Education Affiliation Agreement with the Department of Veterans Affairs**

Mr. Sullivan stated that this is an Associated Health Education Affiliation Agreement with the Department of Veterans Affairs (Edward Hines Jr. Hospital). The program specific Agreements replace the 2005 Agreement and will become effective when signed by both parties and remain in effect for a period of five years. The Agreements will enable students in the College's Sterile Processing Surgical Technology and Ophthalmology programs to participate in clinical education experiences within the Hines VA system. There is no cost to the College for this Agreement.

**\*18. Addendum to Albany Care**

Mr. Sullivan stated that this is an addendum to the May 15, 2018 Clinical Affiliation Agreement with Albany Care. The addendum modifies insurance policy liability limits for the duration of the Agreement. The liability insurance limit has been reduced to \$1 million per occurrence and \$3 million in aggregate. The Addendum will permit Triton students the use of this healthcare facility under the terms and conditions of the existing agreement between the parties in A.E. No. 16104.

**\*19. Addendum to Bryn Mawr Care**

Mr. Sullivan stated that this is an addendum to the May 15, 2018 Clinical Affiliation Agreement with Bryn Mawr Care. The addendum modifies insurance policy liability limits for the duration of the Agreement. The liability insurance limit has been reduced to \$1 million per occurrence and \$3 million in aggregate. The Addendum will permit Triton students the use of this healthcare facility under the

terms and conditions of the existing agreement between the parties in A.E. No. 16103.

**\*20. Addendum to Generations at Oakton**

Mr. Sullivan stated that this is an addendum to the May 15, 2018 Clinical Affiliation Agreement with Generations at Oakton Pavilion. The addendum modifies insurance policy liability limits for the duration of the Agreement. The liability insurance limit requirement has been reduced to \$1 million per occurrence and \$3 million in aggregate. The Addendum will permit Triton students the use of this healthcare facility under the terms and conditions of the existing agreement between the parties in A.E. No. 16099.

**\*21. Addendum to Generations at Regency**

Mr. Sullivan stated that this is an addendum to the May 15, 2018 Clinical Affiliation Agreement with Generations at Regency. The addendum modifies insurance policy liability limits for the duration of the Agreement. The liability insurance limit requirement has been reduced to \$1 million per occurrence and \$3 million in aggregate. The Addendum will permit Triton students the use of this healthcare facility under the terms and conditions of the existing agreement between the parties in A.E. No. 16100.

**\*22. Addendum to Greenwood Care**

Mr. Sullivan stated that this is an addendum to the May 15, 2018 Clinical Affiliation Agreement with Greenwood Care. The addendum modifies insurance policy liability limits for the duration of the Agreement. The liability insurance limit requirement has been reduced to \$1 million per occurrence and \$3 million in aggregate. The Addendum will permit Triton students the use of this healthcare facility under the terms and conditions of the existing agreement between the parties in A.E. No. 16101.

**\*23. Addendum to Wilson Care**

Mr. Sullivan stated that this is an addendum to the May 15, 2018 Clinical Affiliation Agreement with Wilson Care. The addendum modifies insurance policy liability limits for the duration of the Agreement. The liability insurance limit requirement has been reduced to \$1 million per occurrence and \$3 million in aggregate. The Addendum will permit Triton students the use of this healthcare facility under the terms and conditions of the existing agreement between the parties in A.E. No. 16097.

### **APPROVAL ACTION EXHIBITS**

Mr. Sullivan moved, Mr. Lambrecht seconded to forward New Business items 1-23 to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously.

### **PURCHASING SCHEDULES**

**B41.04 Pavement Base Stabilization – M Building (Confirmation of Board Poll):**

Ms. Carpenter stated that this purchasing schedule was approved on July 24, 2018, by the Board of Trustees. A Lamp Concrete was awarded the Pavement Base Stabilization M Building Project with a proposal in the amount of \$69,510.50.

**B41.05 Welding Equipment:** Ms. Carpenter stated that it is recommended that a proposal for Welding equipment be awarded to Welding Industrial Supply Company in accordance with their low specified bid of \$50,253.24.

### **APPROVAL OF PURCHASING SCHEDULES**

Mr. Sullivan moved, Mr. Lambrecht second to forward Purchasing Schedule B41.05 to the Board of Trustees with a recommendation for approval. Voice vote carried the motion unanimously and Mr. Abezetian abstained from vote.

### **CLOSED SESSION**

The committee determined that there was no reason to move to Closed Session.

### **INFORMATION ITEMS**

- Monthly Financial Report  
Mr. Reynolds presented the Monthly Financial Report.
- FY 2018 Minority/Female/Disabled Vendor Enterprises Report  
(Board Policy 3316)

**ADJOURNMENT**

Mr. Sullivan moved, Mr. Abezetian seconded to adjourn the meeting at 4:46 p.m. Voice vote carried the motion unanimously.

Respectfully submitted,

*Carolyn Palmer*  
Carolyn Palmer  
Recording Secretary

Minutes approved by the Finance/Maintenance & Operations Committee: September 12, 2018