



Bryan D. Albrecht, Ed.D.
President

BURLINGTON CENTER

496 McCanna Pkwy.
Burlington, WI 53105-3623
262.767.5200

February 14, 2013

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& INFORMATION
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Burlington, WI 53105-3622
262.767.5204

NOTICE OF MEETING

GATEWAY TECHNICAL COLLEGE

DISTRICT BOARD

Regular Meeting

February 21, 2013 – 8:00 a.m.

SC Johnson integrated Manufacturing and Engineering Technology (iMET)
2320 Renaissance Blvd, Room 104, Sturtevant, WI

**HORIZON CENTER FOR
TRANSPORTATION
TECHNOLOGY**

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Kenosha, WI 53144-7467
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**iMET (iNTEGRATED
MANUFACTURING
& ENGINEERING
TECHNOLOGY CENTER)**

Renaissance Business Park
2320 Renaissance Blvd.
Sturtevant, WI 53177-1763
262.898.7500

The Gateway Technical College District Board will hold its regular meeting on Thursday, February 21, 2013 at 8:00 a.m. at the SC Johnson integrated Manufacturing and Engineering Technology (iMET) – Room 104 – 2320 Renaissance Blvd, Sturtevant, Wisconsin. The agenda is included.

KENOSHA CAMPUS

3520 - 30th Avenue
Kenosha, WI 53144-1690
262.564.2200

Bryan D. Albrecht, Ed.D.
President and Chief Executive Officer

**LAKEVIEW ADVANCED
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GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
 Regular Meeting – February 21, 2013 – 8:00 a.m.
 SC Johnson integrated Manufacturing and Engineering Technology (iMET)
 2320 Renaissance Blvd, Room 104, Sturtevant, WI

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	X			B. Executive Limitations 1. 3.4 FY2013-14 Budget/Forecasting (B. Thomey)	112	
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GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting

February 21, 2013 – 8:00 a.m.

SC Johnson integrated Manufacturing and Engineering Technology (iMET)
2320 Renaissance Blvd, Room 104, Sturtevant, WI

- I. CALL TO ORDER
 - A. Open Meeting Compliance

- II. ROLL CALL

Todd Battle	_____
Gary Olsen	_____
Scott Pierce	_____
Leslie Scherrer	_____
Neville Simpson	_____
Jenny Trick	_____
Roger Zacharias	_____
Pamela Zenner-Richards	_____
Ram Bhatia	_____

Our Positive Core – Gateway Technical College District Board

Our shared strengths as a Board that we draw upon to do our work:

- Belief in the value of Gateway Technical College
- Commitment to our community
- Common sense of mission
- Mutual respect
- Sense of humor
- Open-mindedness & willingness to question

III. APPROVAL OF AGENDA

Items on the Consent Agenda for discussion

IV. APPROVAL OF MINUTES

A. January 10, 2013 – Public Hearing

B. January 14, 2013 – Regular Meeting

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
Public Hearing
January 10, 2013

The Gateway Technical College District Board met on Thursday, January 10, 2013 at the Kenosha Campus, Center for Bioscience and Information Technology, Room 120, 3520 – 30th Avenue, Kenosha, Wisconsin. The meeting was called to order at 7:01 pm by Ram Bhatia, Chairperson.

Open Meeting Compliance

K. Jackson confirmed the meeting was duly noticed in accordance with state statutes for open meeting compliance.

In attendance were Todd Battle, Ram Bhatia, Gary Olsen, Scott Pierce, Leslie Scherrer, Neville Simpson and Roger Zacharias. Also in attendance were Bryan Albrecht, Kamaljit Jackson and 15 citizens/reporters.

Jenny Trick and Pamela Zenner-Richards were excused.

Approval of Agenda

It was moved by G. Olsen, seconded by R. Zacharias and carried to approve the agenda.

Proposed Referendum Presentation – Facilities Expansion Proposal

Z. Haywood and M. Zlevor presented project elements for the Facilities Expansion Proposal:

- A. Facility Expansion Projects:
 - a. Academics
 - b. Student Services/Support
 - c. District
 - d. Finance
- B. Academics = \$34 million
 - a. Public Safety Training Center
 - i. Land Purchase and Improvements
 - ii. EVOC Course
 - iii. Indoor Pistol/Rifle Firing Range
 - b. Renovation of Racine Campus
 - i. Freshwater Program
 - ii. Faculty Office Space
 - c. Renovation and Expansion – Elkhorn Campus
 - i. New Veterinary Technician and Food Manufacturing Labs
 - ii. New CNC, Cosmetology and Culinary Labs
 - iii. Expansion of Welding Lab
 - d. Remodel Vacated Technical Wing Space – Kenosha Campus
 - i. Create Interior Design lab and studio space
 - ii. Create Barber lab space
- C. Student Services/Support - \$8 million
 - a. Renovation and Expansion – Kenosha Campus
 - i. Create student-centered Student Services Center to enhance student experience
 - ii. Create innovative Learning Success Center
 - iii. Expand campus bookstore
- D. District - \$7 million

- a. Energy Efficiency and Infrastructure
 - i. HVAC
 - ii. Automated Building Controls
 - iii. Lighting Retrofits
 - iv. Administration Center
- E. Finance – Borrowing Costs
 - a. Estimated annual debt cost per \$100,000 property valuation
 - i. \$49 million payable over 20 years = \$9.73
 - ii. Interest cost of 4.5%
 - iii. GTC debt is 4th lowest compared to other technical colleges
- F. Finance – Estimated Operating Costs
 - a. Estimated increase of annual operating costs
 - i. Law Enforcement Center \$372,000
 - ii. Elkhorn Campus Expansion \$ 68,000
 - iii. Automated HVAC Project - Kenosha (\$50,000)
 - iv. Estimated Increase of Annual Operating Costs: \$390,000

Citizen Comments

Two citizen comments were submitted:

1. Alfonso Gardner – Economic Inclusion
2. Jeff Schultz – Public access to proposed additions

Next Meeting Date and Adjourn

Regular Meeting Date – Monday, January 14, 2013 at 8:00 a.m. at Kenosha

At approximately 7:21 p.m. it was moved by S. Pierce, seconded by L. Scherrer and carried that the meeting adjourn.

Submitted by,

Gary Olsen
Secretary

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting

January 14, 2013

The Gateway Technical College District Board met on Monday, January 14, 2013 at the Kenosha Campus, Center for Bioscience and Information Technology, Room 120, 3520 – 30th Avenue, Kenosha, Wisconsin. The meeting was called to order at 8:00 am by Ram Bhatia, Chairperson.

Open Meeting Compliance

K. Jackson confirmed the meeting was duly noticed in accordance with state statutes for open meeting compliance.

In attendance were Todd Battle, Ram Bhatia, Gary Olsen, Scott Pierce, Leslie Scherrer, Neville Simpson, Jenny Trick, Roger Zacharias, and Pamela Zenner-Richards. Also in attendance were Bryan Albrecht, Kamaljit Jackson and 17 citizens/reporters.

Approval of Agenda

It was moved by S. Pierce, seconded by G. Olsen and carried to approve the agenda.

Approval of Minutes

It was moved by R. Zacharias, seconded by T. Battle and carried to approve the minutes of the December 13, 2012 meeting with modification to include Neville Simpson as excused from the December 13, 2012 meeting.

Citizen Comments

No citizen comments were submitted

Chairperson's Report

A. Meeting Evaluation of the December 13, 2012 meeting:

- a. 5 responses received; overall positive
- b. Committee of the Whole discussions regarding referendum are valuable
- c. R. Bhatia encouraged all members to complete meeting evaluations

B. Board Goals – 2nd Quarter

- a. Members completed their input on goals; R Bhatia thanked all members for completing goal sheets

President's Report

Bryan Albrecht offered announcements as follows:

- Welcomed journey member Victoria Hulback
- Thanked T. Battle for inviting GTC with out-of-state business employers
- District Boards Meeting will be held on 1/17/2013-1/18/2013; will hearing presentation on student success; Board members will be touring capital, visiting legislators and will be provided talking points on the referendum
- Racine Student Center is now open; directionals are good; space is welcoming
- Thanks to all for attending the Public Hearing on 1/10/13; we had two citizen comments:
 1. Request to include language on economic inclusion in RFP. B. Albrecht and M. Zlevor will coordinate this effort
 2. Access to computers for public at the Racine Campus. J. Thielen and R. Kourkari are coordinating this effort

- Received positive feedback on the December graduation; now gearing up for May's ceremony
- Grant awarded to Service Occupations for \$40K from the Wisconsin Department of Justice Office of Justice Assistance
- Congratulations for purchasing for securing new contract for building supplies which will result in an annual savings of ~\$17,000 annually
- Recognize D. Davidson and the Economic Development Team on their growth initiatives
- Six employees received the BICSI certification through the Forest County Potawatomi Gaming Commission; the highest level of certification earned
- Morna Foy appointed new President for WTCS
- System changes will be forthcoming from the President's Association on budget, policies, procedures, program approvals, certifications, etc
- Ribbon cutting ceremony set for 2/12/13 at 11:30 at the SC Johnson iMET Center
- Foundation Scholarship Award Ceremony was held on 1//8/13; foundation awarded \$87K in scholarships
- MLK event is scheduled for 1/21/13 from 12-1

A. Energy Efficiencies

- a. B. Albrecht presented GTC sustainability initiatives at the NCSE/CEDD.
 - i. S. Sklba provided update on electric and natural gas usage analysis
 1. Received data from WE Energies and Elkhorn Gas/Electric
 2. Usage has gone down from an energy use perspective
 3. Greenhouse gas inventory completed/carbon footprint measurement

Electric Energy Usage Analysis

Totals per Campus	FY2010 Kwh per sq ft	FY2011 Kwh per sq ft	Fy2012 Kwh per sq ft	Change
Racine	15.7	15.31	14.2	-1.11
Kenosha	13.42	13.4	13.06	-0.34
Walworth	10.93	9.92	9.81	-0.12
Burlington	8.85	7.94	7.26	-0.68
All Buildings	13.68	13.26	12.62	-0.64

Natural Gas Energy Usage Analysis

Total per Campus	FY2010 Therms per sq ft	FY2011 Therms per sq ft	FY2012 Therms per sq ft	Change
Racine	0.48	0.51	0.36	-0.15
Kenosha	0.66	0.61	0.48	-0.13
Walworth	0.46	0.49	0.38	-0.13
Burlington	0.32	0.36	0.27	-0.09
All Buildings	0.55	0.54	0.43	-0.11

- ii. Projects Completed – Data Not Included; anticipate data to be included next year
 1. Administration
 2. Madigrano
 3. Met Wing
 4. SC Johnson iMET
 5. Upcoming
 - a. Boiler for Racine
 - b. Boiler for Kenosha

B. Security Measures

- a. D. Sherwood presented the GTC annual security report
 - i. August 2012 conducted table top exercise provided to new administrators
 1. This will be conducted on a quarterly basis at the administration meetings in addition to the annual event
 - ii. October 2012, D. Sherwood and R. Kourkari attended a three day training related to Threat Assessment
 - iii. All campuses equipped with high definition cameras
 - iv. Maxient Reports now utilized to report and track criminal activities, injuries (staff, student and visitors), violation of GTC policies, C.A.R.E. Reports, Information and Academic
 1. Total of 1,077 reports filed in 2012
 - a. 401 reports filed on the Kenosha Campus
 - b. 531 reports filed on the Racine Campus
 - c. 69 reports filed on the Elkhorn Campus
 - d. 43 reports filed on the Burlington Campus
 - e. 33 reports filed but no attached to a campus
 - v. C.A.R.E (Communication, Awareness, Referral and Evaluation) Team:
 1. Established to take proactive approach with persons posing threat or potential of threat to the campus community
 2. Has handled 35 cases ranging from physical threats to staff, general behaviors of concern and students who are/were under duress
 - vi. Security Staff
 1. Contract with G4S Security Solutions
 2. On duty ~15 hours a day (M-F); limited hours on Saturdays
 3. Contract expires 6/30/13; currently have RFP seeking quotes for a 3 year contract period

Operational Agenda

A. Action Agenda

- a) **Resolution No. F-2012-2013D.2 - Initial Resolution Authorizing Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$49,000,000**

The District Board of Gateway Technical College District has determined it is necessary, desirable and in the best interest of the District to make capital expenditures for projects which are included in the District's facility plan consisting of constructing new buildings and facilities; adding to, upgrading, remodeling, and improving existing buildings; acquiring furnishings, fixtures and equipment; and acquiring and improving property (the "Program"); with total costs of the Program not to exceed \$49,000,000.

The initial resolution authorizes the purchase of bonds or promissory notes in an amount not to exceed \$49,000,000 for the public purpose of paying the cost of capital expenditures for projects which are included in the District's facility plan consisting of constructing new buildings and facilities; adding to, upgrading, remodeling, and improving existing buildings; acquiring furnishings, fixtures and equipment; and acquiring and improving property. **Following discussion it was moved by N. Simpson, seconded by R. Zacharias and carried unanimously by roll call vote to approve Resolution No. F-2012-2013D.2 - Initial Resolution Authorizing Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$49,000,000**

- b) **Resolution No. F-2012-2013D.3 - Resolution Providing for a Referendum Election on the Question of the Approval of an Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed**

\$49,000,000

The District Board of Gateway Technical College District has determined it is necessary, desirable and in the best interest of the District to make capital expenditures for projects which are included in the District's facility plan consisting of constructing new buildings and facilities; adding to, upgrading, remodeling, and improving existing buildings; acquiring furnishings, fixtures and equipment; and acquiring and improving property (the "Program"); with total costs of the Program not to exceed \$49,000,000.

The initial resolution, adopted by the Gateway Technical College Board of Trustees, authorizes the purchase of bonds or promissory notes in an amount not to exceed \$49,000,000 for the public purpose of paying the cost of capital expenditures for projects which are included in the District's facility plan consisting of constructing new buildings and facilities; adding to, upgrading, remodeling, and improving existing buildings; acquiring furnishings, fixtures and equipment; and acquiring and improving property.

The resolution for referendum election authorizes the Board Secretary to submit the Initial Resolution to the electors including:

1. Referendum Election Date: directing to call a referendum election April 2, 2013 for the purpose of submitting to the qualified electors of the District the proposition of whether the Initial Resolution shall be approved
2. Notice to Electors: causing a Notice to Electors of adoption of initial resolution
3. Notice of Election: election to be held on Tuesday, April 2, 2013 providing question submitted to a vote of the people
4. Notice of Referendum
5. Official Referendum Ballot

Following discussion it was moved by N. Simpson, seconded by R. Zacharias and carried unanimously by roll call vote to approve Resolution No. F-2012-2013D.3 - Resolution Providing for a Referendum Election on the Question of the Approval of an Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$49,000,000

c) Resolution No. F-2012-2013E.1 – Resolution Authorizing the Issuance of General Obligation Promissory Notes, Series F-2012-2013E in an Amount Not to Exceed \$1,500,000

The Administration is recommending approval to issue General Obligation Promissory Notes, Series F-2012-2013E; in the principal amount of \$1,500,000; \$1,100,000 for the public purpose of financing building remodeling and improvement projects and \$400,000 for the public purpose of financing site improvement projects, consisting of the S C Johnson iMET Center parking lot, Sturtevant, WI. This borrowing is included in the 2012-13 budget. Upon approval, appropriate legal notices will be published in the official district newspapers. **Following discussion it was moved by R. Zacharias, seconded by S. Pierce and carried unanimously by roll call vote to approve Resolution No. F-2012-2013E.1 – Resolution Authorizing the Issuance of General Obligation Promissory Notes, Series F-2012-2013E in an Amount Not to Exceed \$1,500,000**

Operational Agenda

Consent Agenda

It was moved by R. Zacharias, seconded by P. Zenner-Richards and carried that the Board approve the following items in the consent agenda.

Financial Statement and Expenditures over \$2,500

Approved the financial statement and expenditures as of December 31, 2012

Cash and Investment Schedules

Approved the monthly cash reconciliation, investment schedule and investment report

Personnel

Approved the personnel report of nine (9) employment approvals-new hires/promotions/transfers; one (1) resignation; one (1) retirement; twelve (12) employment approvals-casual, non-instructional; and no employment approvals-adjunct faculty.

Grant Awards

Approved the Grant Awards – January 2013

Program Approval

Approved – Perioperative Nursing Advanced Technical Certificate

Board approval is requested to submit the Request for Initial Approval for a new Perioperative Nursing Advanced Technical Certificate to the Wisconsin Technical College System for consideration

Contracts for Instructional Delivery

Approved the contracts for instructional delivery report for December 2012

Advisory Committee Activity Report

Approved the advisory committee 2012-2013 meeting schedule and new members as of January 1, 2013

Board Policy Monitoring

Approved the report for Board Policies 1.6 to 1.12

Policy Governance Monitoring Reports

Ends Statement Monitoring (M. Zlevor)

End Statement #5 – Gateway provides a positive return on taxpayer and community investment by leveraging its core capabilities in a financially and socially responsible manner

A. Revenues:

- a. General Fund revenues are expected to be about \$1.0 million less than budget
- b. Student Fees - \$1.4 million shortfall
- c. Contracts for Service - \$500,000 favorable

B. Expenditures:

- a. Salaries favorable by \$1.7 million
- b. Benefits favorable by \$2.5 million
 - i. Long-term care settlement
 - ii. Favorable health insurance costs
- c. Other expenses close to budget

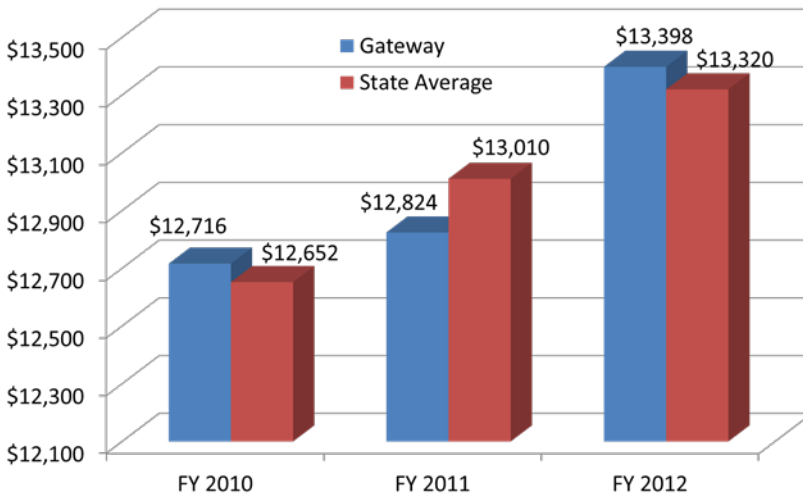
C. Overall expected results:

- a. Favorable by \$3.0 million
- b. Approximately 4% of total operating budget

D. Tax Rates:

- a. Total tax rate of \$1.56 – 5th lowest; 10% below state average
- b. Operating tax rate of \$1.34 – 7th lowest at state average
- c. Debt tax rate of \$.22 – 4th lowest; 44% below the state average

E. Cost per FTE:



Following discussion, it was moved by S. Pierce, seconded by L. Scherrer and carried that this report is evidence that the college is making progress on Ends Statement #5

Executive Limitations

3.4 Budget/Forecasting (B. Thomey)

- A. FY14 Budget Development
 - a. December/January
 - i. Budget kickoff
 - ii. Department meetings
 - iii. Prepare preliminary budgets
 - b. February-April
 - i. Budget Council review
 - ii. ELC reviews, counsel and approval
 - iii. Board presentations
 - c. May/June
 - i. Final review
 - ii. Public Hearing
 - iii. Adjustments
 - iv. Board approval
 - v. State submission
- B. FY14 Budget Kickoff
 - a. Budget Officers met January 7th
 - b. President shared college strategies and priorities in our strategic plan
 - c. Guidelines, parameters and calendar discussed
 - d. Promote efficiency and productivity
 - e. Manage costs in line with expected revenue
 - f. Maintain adequate reserves

Following discussion, it was moved by R. Zacharias, seconded by G. Olsen and carried that this report is evidence that the college is making progress on Executive Limitations 3.4 – Budget/Forecasting

Strategic Plan Monitoring Vision 3.2.1 (Z. Haywood)

Strategic Direction #1 – Students will experience educational excellence and academic success

- A. Goals:
 - a. Gateway will enhance transfer opportunities for students

- b. Gateway will design proactive systems to achieve individual student success
- c. Gateway will promote teaching excellence and an inspirational learning environment

B. Measures – current status:

- a. Graduation rate – baseline 26.45% (Perkins cohort data)
- b. Students enrolled in dual enrollment programs
- c. Semester to semester retention rate – baseline

	Spring to Summer	Summer to Fall	Fall to Spring
2012	34.6%	76.4%	73.1%

- d. Strong and competent faculty

C. Improvement Actions:

- a. Gateway will enhance transfer opportunities for students
 - i. Weekend General Studies Certificate Program – Spring 2013
 - ii. Dual Enrollment with UW-P for General Studies Certificate – Spring 2013
 - iii. Began discussions with UWM on ADN transfer/dual enrollment
- b. Gateway will design proactive systems to achieve individual student success
 - i. Mandatory assessment and placement of students who wish to enroll in alternative delivery courses
 - ii. Coordination of tutoring services
 - iii. Multicultural Centers
 - iv. 321 Contact – Prior to Application, at Program Acceptance, and orientation – “Navigating Gateway Systems”
 - v. Mobile access to Blackboard
- c. Gateway will promote teaching excellence and an inspirational learning environment
 - i. Restructure of Faculty Mentoring Program
 - ii. New Faculty Institute
 - iii. Faculty Evaluation and Continuing Professional Development Plans

Following discussion, it was moved by R. Zacharias, seconded by P. Zenner-Richards and carried that this report is evidence that the college is making progress on Strategic Direction #1

Board Member Community Reports

G. Olsen:

- Attended GTC Graduation Ceremony (December 20, 2012)
- Will be attending DBA Meeting in Madison (January 17-18, 2013)

S. Pierce:

- Attended GTC Graduation Ceremony (December 20, 2012)

R. Bhatia:

- Attended Foundation Scholarship Awards Ceremony (January 8, 2013)
- Foundation Board Meeting (January 2013)
- Foundation Board Retreat (January 2013)

N. Simpson:

- Met with Rick Schmitt of United Hospital
- Will be attending DBA Meeting in Madison (January 17-18, 2013)
- Will be attending ACCT Legislative Summit in Washington, DC (February 11-15, 2013)

Next Meeting Date and Adjourn

Regular Meeting Date – Thursday, February 21, 2013 at 8:00 a.m. at SC Johnson iMET, Sturtevant
At approximately 9:47 a.m. it was moved by R. Zacharias, seconded by N. Simpson and carried that the meeting adjourn. Following the regular meeting, the Gateway Technical College District Board will meet in executive session pursuant to Wisconsin Statutes 19.85 (1)(c) to discuss personnel issues and the President's goals. The Board reserves the right to reconvene in open session to take action on items discussed in executive session

Submitted by,

Gary Olsen
Secretary

V. CITIZEN COMMENTS

- A. The Gateway Technical College District Board has established a limit of thirty minutes for citizen comments. Individuals will be limited to three to five minutes for their comments depending on the number of individuals who wish to address the Board. Citizens wishing to address the Board are to sign up prior to the meeting on the forms provided at the entrance to the meeting room.

VI. Chairperson's Report

- A. District Board Association Meeting
- B. ACCT Legislative Summit
- C. WTCS Student Success
- D. Request for Nominations – District Board Officers
- E. Meeting Evaluation

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

CHAIRPERSON'S REPORT District Board Association Meeting

Governance Process:
Board Liaison:

Policy 1.2 – Governing Philosophy
Ram Bhatia

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

CHAIRPERSON'S REPORT ACCT Legislative Summit

Governance Process:
Board Liaison:

Policy 1.2 – Governing Philosophy
Ram Bhatia

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

CHAIRPERSON'S REPORT WTCS Student Success

Governance Process:
Board Liaison:

Policy 1.2 – Governing Philosophy
Ram Bhatia

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

CHAIRPERSON'S REPORT **Request for Nominations – District Board Officers**

Governance Process:
Board Liaison:

Policy 1.2 – Governing Philosophy
Ram Bhatia

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

CHAIRPERSON'S REPORT Meeting Evaluation

Governance Process:
Board Liaison:

Policy 1.2 – Governing Philosophy
Ram Bhatia

VII. President's Report

- A. CFO and Vice President Announcement
- B. Aspen Institute
- C. SC Johnson iMET Ribbon Cutting
- D. Referendum Update

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

PRESIDENT'S REPORT CFO and Vice President Announcement

Policy/Ends Statement: Policy 2.1

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

PRESIDENT'S REPORT Aspen Institute

Policy/Ends Statement: Policy 2.1

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

PRESIDENT'S REPORT SC Johnson iMET Ribbon Cutting

Policy/Ends Statement: Policy 2.1

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

PRESIDENT'S REPORT Referendum Update

Policy/Ends Statement: Policy 2.1

VIII. OPERATIONAL AGENDA

A. Action Agenda

- a) Resolution No. F-2012-2013E.2 – Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2012-2013E

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call __x__
Action _____
Information _____
Discussion _____

**RESOLUTION NO. F-2012-2013E.2
RESOLUTION AWARDING THE SALE OF \$1,500,000 GENERAL
OBLIGATION PROMISSORY NOTES, SERIES 2012-2013E**

Summary of Item: The administration is recommending Board approval of a resolution awarding the sale of \$1,500,000 of General Obligation Promissory Notes, Series 2012-2013E; \$1,100,000 for the public purpose of financing building remodeling and improvement projects and \$400,000 for the public purpose of financing site improvement projects.

The actual sale will take place at the Board meeting. This debt issue is included in the Board-approved budget for FY 2013.



Attachments: *Draft* Resolution No. F-2012-2013E.2

Ends Statements and/or
Executive Limitations: Section 3 - Executive Limitations
 Policy 3.5 - Financial Condition

Staff Liaison: Bane Thomey

ROLL CALL

Todd Battle	_____	Jenny Trick	_____
Gary Olsen	_____	Roger Zacharias	_____
Scott Pierce	_____	Pamela Zenner-Richards	_____
Leslie Scherrer	_____	Ram Bhatia	_____
Neville Simpson	_____		

RESOLUTION NO. F-2012-2013E.2

RESOLUTION AWARDING THE SALE OF
\$1,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2012-2013E

WHEREAS, the District Board of Gateway Technical College District, Racine, Kenosha and Walworth Counties, Wisconsin (the "District") has, by a resolution adopted January 14, 2013 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2012-2013E (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes, in the amount of \$1,100,000 for the public purpose of financing building remodeling and improvement projects and in the amount of \$400,000 for the public purpose of financing site improvement projects, consisting of the S C Johnson iMet Center parking lot in Sturtevant, Wisconsin;

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Kenosha News on January 21, 2013, in the Journal Times on January 22, 2013 and in the Elkhorn Independent on January 24, 2013 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance building remodeling and improvement projects;

WHEREAS, no petition for referendum has been filed with the Secretary and the time to file such a petition will expire on February 25, 2013; and

WHEREAS, it is the finding of the District Board that it is necessary, desirable and in the best interest of the District to sell the Notes to Robert W. Baird & Co. Incorporated (the "Purchaser"), pursuant to the terms and conditions of its note purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1. Sale of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted (subject to the condition that no valid petition for a referendum is filed by February 24, 2013 in connection with the Notes), and the Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. To evidence the obligation of the District, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, the Notes aggregating the principal amount of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2012-2013E"; shall be issued in the aggregate principal amount of \$1,500,000; shall be dated April 1, 2013; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per

annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2013. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on April 1, 2022 and thereafter shall be subject to redemption prior to maturity, at the option of the District, on April 1, 2021 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, and if in part, from maturities selected by the District and within each maturity, by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2013 through 2022 for the payments due in the years 2013 through 2023 in the amounts set forth on the Schedule. The amount of tax levied in the year 2013 shall be the total amount of debt service due on the Notes in the years 2013 and 2014; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal of or interest on the Notes in the year 2013.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

(D) Appropriation. The District hereby appropriates from taxes levied in anticipation of the issuance of the Notes, proceeds of the Notes or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay the interest on the Notes coming due on October 1, 2013 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for \$1,500,000 General Obligation Promissory Notes, Series 2012-2013E, dated April 1, 2013" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The District Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the District and disbursed solely for the purposes for which borrowed or for the payment of the principal of and the interest on the Notes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purposes shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 11. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by the District Secretary or District Treasurer (the "Fiscal Agent").

Section 12. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 13. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 14. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the District and on file in the District office.

Section 15. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or Final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

Section 16. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

Section 17. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 18. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 19. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded February 21, 2013.

Ram Bhatia
Chairperson

ATTEST:

Gary Olsen
Secretary

(SEAL)

DRAFT

EXHIBIT A

Note Purchase Proposal

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B-1

Pricing Summary

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS
STATE OF WISCONSIN
RACINE, KENOSHA AND WALWORTH COUNTIES
NO. R-___ GATEWAY TECHNICAL COLLEGE DISTRICT \$_____
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2012-2013E

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
April 1, _____ April 1, 2013 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, Gateway Technical College District, Racine, Kenosha and Walworth Counties, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2013 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the Secretary or District Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding the semi-annual interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$1,500,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for public purposes including paying the cost of building remodeling and improvement projects (\$1,100,000) and site improvement projects, consisting of the S C Johnson iMet Center parking lot in Sturtevant, Wisconsin (\$400,000), all as authorized by resolutions of the District Board duly adopted by said governing body at meetings held on January 14, 2013 and February 21, 2013. Said resolutions are recorded in the official minutes of the District Board for said dates.

The Notes maturing on April 1, 2022 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2021 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District and within each maturity, by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, upon surrender of this Note together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, Gateway Technical College District, Racine, Kenosha and Walworth Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

GATEWAY TECHNICAL COLLEGE DISTRICT,
RACINE, KENOSHA AND WALWORTH
COUNTIES, WISCONSIN

By: _____
Ram Bhatia
Chairperson

By: _____
Gary Olsen
Secretary

(SEAL)

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

VIII. OPERATIONAL AGENDA

B. Consent Agenda

1. Finance
 - a) Financial Statement and Expenditures over \$2,500
 - b) Cash and Investment Schedules
2. Personnel Report
3. Approval of Bids:
 - a) Bid No. 1398 – SC Johnson iMET Center Site Improvements Project, Sturtevant, WI
 - b) Bid No. 1402 – Breakwater Dining Room, Racine Campus
 - c) Bid No. 1405 – Electrical Service Upgrade, Kenosha Campus
4. Service Provider Approval
 - a) Quarles & Brady - Legal Services (In conjunction with Waukesha County Technical College's RFP 1213-76)
5. Contracts for Instructional Delivery
6. Advisory Committee Activity Report

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call
Action X
Information
Discussion

FINANCIAL STATEMENT AND EXPENDITURES OVER \$2,500

Summary of Item: Summary of revenue and expenditures as of **1/31/13**

Ends Statements and/or Executive Limitations
Section 3 - Executive Limitations
Policy 3.5 Financial Condition

Staff Liaison: **Bane Thomey**

02/13/13

**GATEWAY TECHNICAL COLLEGE
2012-13 SUMMARY OF REVENUE & EXPENDITURES AS OF 1/31/13**

<u>COMBINED FUNDS</u>	2012-13 APPROVED BUDGET	2012-13 WORKING BUDGET	2012-13 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 59,436,000	\$ 59,436,000	\$ 59,399,276	99.94%
STATE AIDS	9,001,464	9,001,464	5,850,443	64.99%
STATUTORY PROGRAM FEES	18,371,000	18,371,000	16,975,663	92.40%
MATERIAL FEES	920,000	920,000	785,616	85.39%
OTHER STUDENT FEES	3,035,000	3,035,000	2,627,090	86.56%
INSTITUTIONAL	9,413,900	10,113,900	7,157,159	70.77%
FEDERAL	46,341,216	46,341,216	22,772,639	49.14%
OTHER RESOURCES	<u>12,000,000</u>	<u>12,000,000</u>	<u>9,500,000</u>	79.17%
TOTAL REVENUE & OTHER RESOURCES	<u><u>\$ 158,518,580</u></u>	<u><u>\$ 159,218,580</u></u>	<u><u>\$ 125,067,886</u></u>	78.55%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 61,807,936	\$ 62,507,936	\$ 32,906,329	52.64%
INSTRUCTIONAL RESOURCES	1,352,000	1,352,000	668,698	49.46%
STUDENT SERVICES	61,260,086	61,260,086	30,876,751	50.40%
GENERAL INSTITUTIONAL	10,975,998	10,975,998	5,111,759	46.57%
PHYSICAL PLANT	23,538,000	23,538,000	9,971,412	42.36%
AUXILIARY SERVICES	600,000	600,000	325,394	54.23%
PUBLIC SERVICES	<u>359,560</u>	<u>359,560</u>	<u>212,895</u>	59.21%
TOTAL EXPENDITURES	<u><u>\$ 159,893,580</u></u>	<u><u>\$ 160,593,580</u></u>	<u><u>\$ 80,073,238</u></u>	49.86%
EXPENDITURES BY FUNDS:				
GENERAL	\$77,766,000	\$78,466,000	\$40,419,385	51.51%
SPECIAL REVENUE - OPERATIONAL	8,034,580	8,034,580	3,278,515	40.81%
SPECIAL REVENUE - NON AIDABLE	50,793,000	50,793,000	26,330,745	51.84%
CAPITAL PROJECTS	14,325,000	14,325,000	9,026,205	63.01%
DEBT SERVICE	8,375,000	8,375,000	692,994	8.27%
ENTERPRISE	<u>600,000</u>	<u>600,000</u>	<u>325,394</u>	54.23%
TOTAL EXPENDITURES	<u><u>\$ 159,893,580</u></u>	<u><u>\$ 160,593,580</u></u>	<u><u>\$ 80,073,238</u></u>	49.86%

02/13/13

**GATEWAY TECHNICAL COLLEGE
2012-13 SUMMARY OF REVENUE & EXPENDITURES AS OF 1/31/13**

<u>GENERAL FUND</u>	2012-13 APPROVED BUDGET	2012-13 WORKING BUDGET	2012-13 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 48,830,000	\$ 48,830,000	\$ 48,793,276	99.92%
STATE AIDS	5,265,000	5,265,000	4,477,743	85.05%
STATUTORY PROGRAM FEES	18,371,000	18,371,000	16,975,663	92.40%
MATERIAL FEES	920,000	920,000	785,616	85.39%
OTHER STUDENT FEES	1,845,000	1,845,000	1,570,905	85.14%
INSTITUTIONAL	2,530,000	3,230,000	1,142,060	35.36%
FEDERAL REVENUE	5,000	5,000	1,446	
OTHER RESOURCES			-	
	<u>\$ 77,766,000</u>	<u>\$ 78,466,000</u>	<u>\$ 73,746,709</u>	93.99%

EXPENDITURES BY FUNCTION:

INSTRUCTIONAL	\$ 51,953,000	\$ 52,653,000	\$ 27,371,559	51.98%
INSTRUCTIONAL RESOURCES	1,302,000	1,302,000	659,077	50.62%
STUDENT SERVICES	9,008,000	9,008,000	4,164,215	46.23%
GENERAL INSTITUTIONAL	7,840,000	7,840,000	4,325,011	55.17%
PHYSICAL PLANT	<u>7,663,000</u>	<u>7,663,000</u>	<u>3,899,523</u>	50.89%
	<u>\$ 77,766,000</u>	<u>\$ 78,466,000</u>	<u>\$ 40,419,385</u>	51.51%

02/13/13

**GATEWAY TECHNICAL COLLEGE
2012-13 SUMMARY OF REVENUE & EXPENDITURES AS OF 1/31/13**

<u>SPECIAL REVENUE -OPERATIONAL FUND</u>	2012-13 APPROVED BUDGET	2012-13 WORKING BUDGET	2012-13 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 2,286,000	\$ 2,286,000	\$ 2,286,000	100.00%
STATE AIDS	1,179,964	1,179,964	116,444	9.87%
INSTITUTIONAL	44,400	44,400	382,138	860.67%
FEDERAL	4,524,216	4,524,216	1,043,832	23.07%
	<u>\$ 8,034,580</u>	<u>\$ 8,034,580</u>	<u>\$ 3,828,414</u>	47.65%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 5,854,936	\$ 5,854,936	\$ 2,408,055	41.13%
STUDENT SERVICES	1,388,086	1,388,086	488,302	35.18%
GENERAL INSTITUTIONAL	456,998	456,998	182,927	40.03%
PUBLIC SERVICES	334,560	334,560	199,231	59.55%
	<u>\$ 8,034,580</u>	<u>\$ 8,034,580</u>	<u>\$ 3,278,515</u>	40.81%

02/13/13

**GATEWAY TECHNICAL COLLEGE
2012-13 SUMMARY OF REVENUE & EXPENDITURES AS OF 1/31/13**

<u>SPECIAL REVENUE -OPERATIONAL FUND</u>	2012-13 APPROVED BUDGET	2012-13 WORKING BUDGET	2012-13 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 2,286,000	\$ 2,286,000	\$ 2,286,000	100.00%
STATE AIDS	1,179,964	1,179,964	116,444	9.87%
INSTITUTIONAL	44,400	44,400	382,138	860.67%
FEDERAL	<u>4,524,216</u>	<u>4,524,216</u>	<u>1,043,832</u>	23.07%
	<u>\$ 8,034,580</u>	<u>\$ 8,034,580</u>	<u>\$ 3,828,414</u>	47.65%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 5,854,936	\$ 5,854,936	\$ 2,408,055	41.13%
STUDENT SERVICES	1,388,086	1,388,086	488,302	35.18%
GENERAL INSTITUTIONAL	456,998	456,998	182,927	40.03%
PUBLIC SERVICES	<u>334,560</u>	<u>334,560</u>	<u>199,231</u>	59.55%
	<u>\$ 8,034,580</u>	<u>\$ 8,034,580</u>	<u>\$ 3,278,515</u>	40.81%

02/13/13

**GATEWAY TECHNICAL COLLEGE
2012-13 SUMMARY OF REVENUE & EXPENDITURES AS OF 1/31/13**

<u>SPECIAL REVENUE-NON AIDABLE FUND</u>	2012-13 APPROVED BUDGET	2012-13 WORKING BUDGET	2012-13 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
STATE AIDS	\$ 2,536,500	\$ 2,536,500	\$ 1,256,256	49.53%
OTHER STUDENT FEES	930,000	930,000	885,003	95.16%
INSTITUTIONAL	5,519,500	5,519,500	4,084,284	74.00%
FEDERAL	<u>41,807,000</u>	<u>41,807,000</u>	<u>21,727,361</u>	51.97%
	<u>\$ 50,793,000</u>	<u>\$ 50,793,000</u>	<u>\$ 27,952,904</u>	55.03%
EXPENDITURES BY FUNCTION:				
STUDENT SERVICES	\$ 50,114,000	\$ 50,114,000	\$ 25,896,949	51.68%
GENERAL INSTITUTIONAL	<u>679,000</u>	<u>679,000</u>	<u>433,796</u>	63.89%
	<u>\$ 50,793,000</u>	<u>\$ 50,793,000</u>	<u>\$ 26,330,745</u>	51.84%

02/13/13

**GATEWAY TECHNICAL COLLEGE
2012-13 SUMMARY OF REVENUE & EXPENDITURES AS OF 1/31/13**

<u>CAPITAL PROJECTS FUND</u>	2012-13 APPROVED BUDGET	2012-13 WORKING BUDGET	2012-13 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ -	\$ -	\$ -	
STATE AIDS	20,000	20,000	-	0.00%
INSTITUTIONAL	925,000	925,000	1,146,668	123.96%
FEDERAL	5,000	5,000	-	0.00%
OTHER RESOURCES	12,000,000	12,000,000	9,500,000	79.17%
	<u>\$ 12,950,000</u>	<u>\$ 12,950,000</u>	<u>\$ 10,646,668</u>	82.21%
EXPENDITURES BY FUNCTION:				
INSTRUCTIONAL	\$ 4,000,000	\$ 4,000,000	\$ 3,126,715	78.17%
INSTRUCTIONAL - RESOURCES	50,000	50,000	9,621	19.24%
STUDENT SERVICES	750,000	750,000	327,285	43.64%
GENERAL INSTITUTIONAL	2,000,000	2,000,000	170,025	8.50%
PHYSICAL PLANT	7,500,000	7,500,000	5,378,895	71.72%
PUBLIC SERVICE	25,000	25,000	13,664	54.66%
	<u>\$ 14,325,000</u>	<u>\$ 14,325,000</u>	<u>\$ 9,026,205</u>	63.01%

02/13/13

**GATEWAY TECHNICAL COLLEGE
2012-13 SUMMARY OF REVENUE & EXPENDITURES AS OF 1/31/13**

<u>DEBT SERVICE FUND</u>	2012-13 APPROVED BUDGET	2012-13 WORKING BUDGET	2012-13 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 8,275,000	\$ 8,275,000	\$ 8,275,000	100.00%
INSTITUTIONAL	<u>100,000</u>	<u>100,000</u>	<u>158,294</u>	158.29%
	<u>\$ 8,375,000</u>	<u>\$ 8,375,000</u>	<u>\$ 8,433,294</u>	100.70%
EXPENDITURES BY FUNCTION:				
PHYSICAL PLANT	\$ 8,375,000	\$ 8,375,000	\$ 692,994	8.27%
	<u>\$ 8,375,000</u>	<u>\$ 8,375,000</u>	<u>\$ 692,994</u>	8.27%

02/13/13

**GATEWAY TECHNICAL COLLEGE
2012-13 SUMMARY OF REVENUE & EXPENDITURES AS OF 1/31/13**

<u>ENTERPRISE FUND</u>	2012-13 APPROVED BUDGET	2012-13 WORKING BUDGET	2012-13 ACTUAL TO DATE	PERCENT INCURRED
REVENUE:				
LOCAL GOVERNMENT	\$ 45,000	\$ 45,000	\$ 45,000	100.00%
OTHER STUDENT FEES	260,000	260,000	171,182	
INSTITUTIONAL	295,000	295,000	243,715	82.62%
FEDERAL	-	-	-	
	<u>\$ 600,000</u>	<u>\$ 600,000</u>	<u>\$ 459,897</u>	76.65%
EXPENDITURES BY FUNCTION:				
AUXILIARY SERVICES	<u>\$ 600,000</u>	<u>\$ 600,000</u>	<u>\$ 325,394</u>	54.23%
	<u>\$ 600,000</u>	<u>\$ 600,000</u>	<u>\$ 325,394</u>	54.23%

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call
Action X
Information
Discussion

CASH AND INVESTMENT SCHEDULES

Summary of Item: Monthly cash and investment schedules

Ends Statements and/or Executive Limitations:
Section 3 - Executive Limitations
Policy 3.5 Financial Condition

Staff Liaison: Bane Thomey

GATEWAY TECHNICAL COLLEGE
MONTHLY CASH RECONCILIATION
FOR THE MONTH ENDING DECEMBER 31, 2012

Cash Balance November 30, 2012	\$ 19,318,985.50
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PLUS:

Cash Receipts	2,711,833.37
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22,030,818.87

LESS:

Disbursement:

Payroll	3,749,516.77
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Accounts Payable	<u>4,039,103.71</u>
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7,788,620.48

Cash Balance December 31, 2012

\$ 14,242,198.39

DISPOSITION OF FUNDS

Cash in Bank	\$ 766,524.44
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Cash In Transit	73,783.34
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Investments	13,397,490.61
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Petty Cash	<u>4,400.00</u>
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TOTAL: December 31, 2012

\$ 14,242,198.39

GATEWAY TECHNICAL COLLEGE

MONTHLY INVESTMENT REPORT

JULY 2012 - JUNE 2013

	Investments At Beginning Of Month	Investments At End Of Month	Change In Investments For Month	Investments Income For Month	YTD Investments Income	Average Monthly Rate of Investment Income
July-12	\$ 13,580,666	\$ 18,282,800	\$ 4,702,134	\$ 2,134	\$ 2,134	0.15
AUGUST	18,282,800	30,835,586	12,552,786	2,786	4,920	0.15
SEPTEMBER	30,835,586	26,839,240	(3,996,346)	3,654	8,574	0.16
OCTOBER	26,839,240	24,642,645	(2,196,595)	3,406	11,980	0.16
NOVEMBER	24,642,645	17,545,283	(7,097,362)	2,638	14,618	0.16
DECEMBER	17,545,283	13,397,491	(4,147,792)	2,208	16,826	0.16
January-13	-	-	-	-	-	-
FEBRUARY	-	-	-	-	-	-
MARCH	-	-	-	-	-	-
APRIL	-	-	-	-	-	-
MAY	-	-	-	-	-	-
JUNE	-	-	-	-	-	-

INVESTMENT SCHEDULE

December 31, 2012

<u>NAME OF BANK/INST</u>	<u>DATE INVESTED</u>	<u>DATE OF MATURITY</u>	<u>AMOUNT</u>	<u>INTEREST RATE</u>	<u>PRESENT STATUS</u>
LOCAL GOV'T POOL	Various	Open	\$ 6,157,083	0.18	OPEN
WELLS FARGO	Various	Open	<u>\$ 7,240,408</u>	0.15	OPEN
		TOTAL	<u>\$ 13,397,491</u>		

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

PERSONNEL REPORT

Summary of Item: Monthly Personnel Activity Report

**Employment Approvals: New Hires
Promotions
Resignation
Employment Approvals: Casual, Non-Instructional**

**Ends Statements and/or Executive Limitations:
Section 3: Executive Limitations
Policy 3.3 - Compensation & Benefits**

Staff Liaison: William Whyte

02/21/13

**PERSONNEL REPORT
February 2013**

EMPLOYMENT APPROVAL: NEW HIRES

Terry W. Nelson, Cleaner, Facilities; Racine; Annual Salary \$28,017; effective January 28, 2013

Chinedu C. Obowu, International Education Coordinator, Academic & Campus Affairs; Racine; Annual Salary: \$54,246.40; effective February 4, 2013

Courtney M. Pfad, Instructor Horticulture/Urban Agriculture, Horticulture; Kenosha; Annual Salary \$56,000; effective January 22, 2013

Nikole Pucci, College Connection Coach, Student Development; Burlington; Annual Salary: \$43,000; effective January 7, 2013

Cherie B. Tenfel, Instructor Nursing, Health Occupations; Kenosha; Annual Salary: \$67,000; effective January 10, 2013

PROMOTION:

Manoj Babu, Associate Dean of Business, Business & IT; Elkhorn; Annual Salary: \$84,000; previously Instructor Supervision/Leadership; effective January 14, 2013

Bane Thomey, Chief Financial Officer / Vice President Administrative Services, Administrative Services; District Wide; Annual Salary: \$110,000; previously Director Budget & Internal Audit; effective January 28, 2013

RESIGNATION:

Dominica Jaramillo, Student Express Associate, Enrollment Services; Racine; effective January 17, 2013

EMPLOYMENT APPROVALS: CASUALS, NON-INSTRUCTIONAL

Name	Assignment	Supervisor
Ziegler, Linda	Casual	J. Charpentier
Sosinski, Michael		J. Herring
Kaley, Jennifer	Federal Work Study	L. Howard
Olson, Clifford	Tutor	
Garcia, Christie-Lyn	Federal Work Study	R. Koukari
Winnen, David	Casual	
Ramos, Rosa	Federal Work Study	D. Madsen
Finn, Tessa	Casual	C. Tutlewski
Schaffer, Andrew		
Strand, Lauren		

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

BID NO. 1398 S C JOHNSON iMET CENTER SITE IMPROVEMENTS PROJECT STURTEVANT, WI

Summary of Item: The college solicited for and received sealed bids from various subcontractors to provide all labor and materials for the S C Johnson iMET Center Site Improvements Project (including earthwork, asphalt, site concrete, landscaping, electrical and masonry), Sturtevant, WI.

Administration is recommending the contract to provide all construction manager services for the S C Johnson iMET Center Site Improvements Project, Sturtevant, WI and all associated work required for this project based on the subcontractor bids received be awarded to:

Riley Construction
Kenosha, WI

For a total contract value of	\$365,556
Architect and Engineering Fees	<u>26,700</u>
	<u>\$392,256</u>

Funding Sources: FY 13 Capital Site Improvements
GO Promissory Notes Series F-2012-2013E

Attachments: Letter of Recommendation for Award of Bid
Tabulation of Bids

Ends Statements
and/or Executive
Limitations: Section 3 – Executive Limitations,
Policy 3.5, Financial Condition

Staff Liaison: William Whyte

Top763.docx 02/13/13



Partners in Design
ARCHITECTS

**Partners in Design
Architects, Inc.**

W I S C O N S I N
600 Fifty Second Street
Suite 220
Kenosha, WI 53140
voice: 262.652.2800
fax: 262.652.2812

I L L I N O I S
2610 Lake Cook Road
Suite 280
Riverwoods, IL 60015
voice: 847.940.0300
fax: 847.940.1045

February 11, 2013

Mr. William Whyte
Gateway Technical College
3520 30th Avenue
Kenosha, Wisconsin 53140

Re: Racine Campus
iMET Site Improvements - Official Notice No. 1398

Dear Mr. Whyte:

On Tuesday, November 20, 2012 at the Administration Center on the Kenosha Campus we received subcontractor bids for the Site Improvements at the iMET Center. Representatives of the college, our office and Riley were present for the receipt of bids. Since that date we have been working the college and Riley Construction, to evaluate the bids and review any potential value engineering options.

The Site Improvement Package scope of work includes the following trades: Earthwork, Asphalt, Site Concrete, Landscaping, Electrical and Masonry.

Attached you will find a bid tabulation for the Site Improvement project prepared by your construction manager. After reviewing the bids for compliance with the overall project budget and previous board action, as well as individual subcontractor compliance with the apprenticeship language included in the bid documents, we are recommending approval of the Site Improvement Project in the amount of \$365,556.00..

Following board approval, Riley Construction will draft a GMP AIA contract for review and signature by both parties.

Additionally, we are recommending the college budget an additional \$26,500.00 for A/E fees and \$200.00 for reimbursable expenses.

Should you have any questions regarding our recommendation, please do not hesitate to give me a call.

Sincerely,

Jeffrey E. Bridleman



BID TABULATION

Project: GTC iMET Site Improvements

Location: Sturtevant, WI

Owner: Gateway Technical College

Architect: Partners In Design

BID/GMP Value: \$37,305

Pre-Award Date: 1/24/2013

Attendees: David Hanner (RCCI), Tom O'Connell (PID), Andrea Cecelia (PID), John Thielen (GTC), Judy Braun (GTC)

Contract #: 1

Description: Earthwork

Bid Due Date: 11/20/2012

Bid Due Time: 3:00 PM

	Wanasek Corp.	Willkomm Excavating	DK Contractors	AW Oakes	Reesman's Excavating & Grading	Veit Company			
SCOPE DESCRIPTION	SUBCONTRACTOR/SUPPLIER								
Base Bid	\$ 24,944	\$ 50,520	\$ 52,137	\$ 150,000			\$ -	\$ -	\$ -
Alternate 1	NA	NA	NA	NA	Declined Invitation to Bid	Declined Invitation to Bid			
Design Revision - Dec 12th	\$ 12,361	(200)	(2,433)	No Bid					
Subtotal:	\$ 37,305	\$ 50,320	\$ 49,704	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
Ackn. Schedule (Y/N)	Y								
Addenda (#, Y/N)	1, Y								
P&P Bond (Y/N)	Y								
Apprenticeship (Y/N)	Y								
Prevailing Wage (Y/N)	Y								
Total:	\$ 37,305	\$ 50,320	\$ 49,704	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
Variance [Over/(Under)]:	\$ -	\$ 13,015	\$ 12,399	\$ 112,695	\$(37,305)	\$(37,305)			

Recommended Award: Wanasek Corporation

Owner Approval: _____

Date: _____



BID TABULATION

Project: GTC iMET Site Improvements
Location: Sturtevant, WI
Owner: Gateway Technical College
Architect: Partners In Design
BID/GMP Value: \$87,845
Pre-Award Date: 1/24/2012
Attendees: David Hanner (RCCI), Tom O'Connell (PID), Andrea Cecelia (PID), John Thielen (GTC), Judy Braun (GTC)

Contract #: 2
Description: Asphalt Paving
Bid Due Date: 11/20/2012
Bid Due Time: 3:00 PM

SCOPE DESCRIPTION	SUBCONTRACTOR/SUPPLIER								
	Cicchinni Asphalt	Black Diamond	BR Amon & Son	Payne & Dolan	Poblocki Paving	Stark Asphalt			
Base Bid	\$ 91,449	\$ 90,270					\$ -	\$ -	\$ -
Alternate #1	1,382	5,000	Declined Invitation to Bid	Declined Invitation to Bid	Declined Invitation to Bid	Declined Invitation to Bid			
Design Revision - Dec 12th	(4,986)	No Bid							
Subtotal:	\$ 87,845	\$ 95,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ackn. Schedule (Y/N)	Y								
Addenda (#, Y/N)	1, Y								
P&P Bond (Y/N)	Y								
Apprenticeship (Y/N)	Y								
Prevailing Wage (Y/N)	Y								
Total:	\$ 87,845	\$ 95,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Variance [Over/(Under)]:	\$ -	\$ 7,425	\$(87,845)	\$(87,845)	\$(87,845)	\$(87,845)			

Recommended Award: Cicchinni Asphalt

Owner Approval: _____

Date: _____



BID TABULATION

Project: GTC iMET Site Improvements
Location: Sturtevant, WI
Owner: Gateway Technical College
Architect: Partners In Design
BID/GMP Value: \$32,060
Pre-Award Date: 1/24/2013
Attendees: David Hanner (RCCI), Tom O'Connell (PID), Andrea Cecelia (PID), John Thielen (GTC), Judy Braun (GTC)

Contract #: 3
Description: Site Concrete
Bid Due Date: 11/20/2012
Bid Due Time: 3:00 PM

SCOPE DESCRIPTION	Riley Construction Co. Inc.	Camosy Construction	Raasch Construction							
Base Bid	\$ 32,060			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Alternate 1	NA	Declined Invitation to Bid	Declined Invitation to Bid							
Design Revision - Dec 12th	NA									
Subtotal:	\$ 32,060	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Ackn. Schedule (Y/N)	Y									
Addenda (#, Y/N)	1, Y									
P&P Bond (Y/N)	Y									
Apprenticeship (Y/N)	Y									
Prevailing Wage (Y/N)	Y									
Total:	\$ 32,060	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Variance [Over/(Under)]:	\$ -	\$(32,060)	\$(32,060)							

Recommended Award: Riley Construction Co. Inc.

Owner Approval: _____

Date: _____



BID TABULATION

Project: GTC iMET Site Improvements
Location: Sturtevant, WI
Owner: Gateway Technical College
Architect: Partners In Design
BID/GMP Value: \$50,452
Pre-Award Date: 1/24/2013
Attendees: David Hanner (RCCI), Tom O'Connell (PID), Andrea Cecelia (PID), John Thielen (GTC), Judy Braun (GTC)

Contract #: 4
Description: Landscaping
Bid Due Date: 11/20/2012
Bid Due Time: 3:00 PM

SCOPE DESCRIPTION	SUBCONTRACTOR/SUPPLIER								
	Breezy Hill	Kenosha Grounds Care	Brickman Group	David J. Frank Landscape	Reesman's Service	Shawn Roberts Lawn & Tree	The Bristol Group		
Base Bid	\$ 50,452	\$ 65,716						\$ -	\$ -
Alternate 1	NA	NA	Declined Invitation to Bid	Declined Invitation to Bid	Declined Invitation to Bid	Declined Invitation to Bid	Declined Invitation to Bid		
Design Revision - Dec 12th	NA	NA							
Subtotal:	\$ 50,452	\$ 65,716	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ackn. Schedule (Y/N)	Y								
Addenda (#, Y/N)	1, Y								
P&P Bond (Y/N)	Y								
Apprenticeship (Y/N)	Y								
Prevailing Wage (Y/N)	Y								
Total:	\$ 50,452	\$ 65,716	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Variance [Over/(Under)]:	\$ -	\$ 15,264	\$(50,452)	\$(50,452)	\$(50,452)	\$(50,452)	\$(50,452)		

Recommended Award: Breezy Hill

Owner Approval: _____

Date: _____



BID TABULATION

Project: GTC iMET Site Improvements
Location: Sturtevant, WI
Owner: Gateway Technical College
Architect: Partners In Design
BID/GMP Value: \$31,735
Pre-Award Date: 1/24/2013
Attendees: David Hanner (RCCI), Tom O'Connell (PID), Andrea Cecelia (PID), John Thielen (GTC), Judy Braun (GTC)

Contract #: 5
Description: Electrical
Bid Due Date: 11/20/2012
Bid Due Time: 3:00 PM

SCOPE DESCRIPTION	Wil-Surge	Next Electric	Triple E Electric	Pieper Electric	Bohn Electric Co.	Delta Electric	Gagliardi Electric	Venture Electric	Electrical Systems & Service
Base Bid	\$ 31,735	\$ 32,500	\$ 33,950	\$ 37,599					
Alternate 1	NA	NA	NA	NA	Declined Invitation to Bid	Declined Invitation to Bid	Declined Invitation to Bid	Declined Invitation to Bid	Declined Invitation to Bid
Design Revision - Dec 12th	NA	NA	NA	NA					
Subtotal:	\$ 31,735	\$ 32,500	\$ 33,950	\$ 37,599	\$ -	\$ -	\$ -	\$ -	\$ -
Ackn. Schedule (Y/N)	Y								
Addenda (#, Y/N)	1, Y								
P&P Bond (Y/N)	Y								
Apprenticeship (Y/N)	Y								
Prevailing Wage (Y/N)	Y								
Total:	\$ 31,735	\$ 32,500	\$ 33,950	\$ 37,599	\$ -	\$ -	\$ -	\$ -	\$ -
Variance [Over/(Under)]:	\$ -	\$ 765	\$ 2,215	\$ 5,864	\$(31,735)	\$(31,735)	\$(31,735)	\$(31,735)	\$(31,735)

Recommended Award: Wil-Surge

Owner Approval: _____

Date: _____



BID TABULATION

Project: GTC iMET Site Improvements
Location: Sturtevant, WI
Owner: Gateway Technical College
Architect: Partners In Design
BID/GMP Value: \$8,605
Pre-Award Date: 1/24/2013
Attendees: David Hanner (RCCI), Tom O'Connell (PID), Andrea Cecelia (PID), John Thielen (GTC), Judy Braun (GTC)

Contract #: 6
Description: Masonry
Bid Due Date: 11/20/2012
Bid Due Time: 3:00 PM

Riley Construction Co. Inc.									
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SCOPE DESCRIPTION	SUBCONTRACTOR/SUPPLIER									
Base Bid	\$ 8,605	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Alternate 1	NA									
Design Revision - Dec 12th	NA									
Subtotal:	\$ 8,605	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ackn. Schedule (Y/N)	Y									
Addenda (#, Y/N)	1, Y									
P&P Bond (Y/N)	Y									
Apprenticeship (Y/N)	Y									
Prevailing Wage (Y/N)	Y									
Total:	\$ 8,605	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Variance [Over/(Under)]:	\$ -									

Recommended Award: Riley Construction Co. Inc.

Owner Approval: _____

Date: _____



**Gateway Technical College
iMET Site Improvements
Sturtevant, WI**

**Budget Proposal
January 18, 2013**

Cost Summary

CSI #	DESCRIPTION	AMOUNT
01000	General Conditions	44,843
02005	Site Improvements	45,078
02200	Selective Demolition	5,000
02300	Earthwork	37,305
02700	Asphalt Paving & Striping	87,845
02750	Site Concrete	32,060
02900	Landscaping	50,452
04200	Masonry	8,605
16100	Electrical	31,735
	Subtotal	342,923
	Contingency (2.5%)	8,573
	Subtotal	351,496
	Builders Risk Insurance	By Owner
	CM Fee (4%)	14,060
	TOTAL	\$ 365,556

**Gateway Technical College
iMET Site Improvements
Sturtevant, WI**

**Budget Proposal
January 18, 2013**

Clarification Summary

#	DESCRIPTION
1	Proposal is based upon documents prepared by Partners in Design Architects, dated November 1, 2012, Addendum #1 issued November 13, 2012, Addendum #2 issued November 15, 2012 and a design clarification issued by Nielsen, Madsen, Barber dated December 12, 2012.
2	All work is assumed to be performed during normal working hours, Monday - Friday, 7 AM to 3:30 PM.
3	Proposal assumes that the project will commence in the Spring 2013 and be completed in one phase.
4	Proposal assumes that the all testing services will be provided by the Owner.
5	Proposal assumes that all utility usage costs (water & electric) will be provided by the Owner.
6	Proposal does not include unsuitable soil removal or replacement.
7	Proposal does not include buried structure removal or backfill.
8	Proposal assumes that all spoils or excavated material not reused onsite can be placed with the existing berm on the west side of the site.
9	Per the design clarification issued by Nielsen, Madsen, Barber the existing stone site access road outside of the limits of the new parking lot is to remain in place and utilized as subbase for the new asphalt pavement driveway. The portion of the site access road within the limits of the new parking lot will be removed and the subgrade will be graded to provide the required elevation for the parking lot pavement section.
10	Proposal assumes that stone removed from the existing site access road can be utilized as fill material on other areas of the site.
11	GTC has accepted alternate #1 to provide PG58-22 asphalt paving. The proposal includes providing PG58-22 asphalt paving.
12	The landscape plan indicates "Landscape Chips" are to be provided along the bike path. The landscape chips are not defined. Our proposal includes hardwood mulch at these locations.
13	Proposal does not include installation of an irrigation system. This is not identified on the construction documents.

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

BID NO. 1402 BREAKWATER DINING ROOM RACINE CAMPUS

Summary of Item: The College solicited for and received sealed bids from seven (7) contractors for the Racine Campus Breakwater Dining Room project. The contractor will provide all labor and materials for the Breakwater Dining Room.

Administration is recommending the contract to provide all labor and materials required for this project be awarded to:

Absolute Construction Enterprises, Inc.
Racine, WI

For a Contract Value of:	\$174,000
Architect and Engineering Fees:	19,722
Contingency (10%)	<u>10,000</u>
	<u>\$203,722</u>

Funding Source: FY 13 Capital Fund
GO Promissory Notes Series F-2012-2013E

Attachments: Letter of Recommendation for Award of Bid and Tabulation of Bids from Partners in Design

Ends Statements and/or Executive Limitations: Section 3 – Executive Limitations, Policy 3.5, Financial Condition

Staff Liaison: William R. Whyte

TOP 1402 Breakwater Dining Room Racine 02-2013



Partners in Design
ARCHITECTS

**Partners in Design
Architects, Inc.**

W I S C O N S I N
600 Fifty Second Street
Suite 220
Kenosha, WI 53140
voice: 262.652.2800
fax: 262.652.2812

I L L I N O I S
2610 Lake Cook Road
Suite 280
Riverwoods, IL 60015
voice: 847.940.0300
fax: 847.940.1045

February 4, 2013

Mr. William Whyte
Gateway Technical College
3520 30th Avenue
Kenosha, Wisconsin 53140

Re: Racine Campus
Breakwater Dining Room - Official Notice No. 1402

Dear Mr. Whyte:

As you are aware, we received construction bids for the Racine Campus Breakwater Dining Room project on behalf of Gateway Technical College on Friday, January 18, 2013 at the Administration Center on the Kenosha Campus with Judy Braun and Terry Simmon in attendance on behalf of Gateway and myself present on behalf of Partners in Design Architects.

The Breakwater Dining Room project was bid with one base bid and three alternate bids as noted below:

- Base Bid
- Alternate Bid 1 – To eliminate the operable glass partition and in-fill with knock-down steel stud and gypsum board to allow the operable partition to be installed at a later date.
- Alternate Bid 2 – To remove and replace the existing hollow metal frames with new aluminum frames, maintaining the existing masonry piers in lieu of removing the hollow metal window frames and the masonry wall.
- Alternate Bid 3 – To maintain the brick masonry along the west wall in lieu of removing it.

Rasch Construction was the low bidder at the time bids were opened. I have reviewed Rasch's bid with them and determined, during the review, that a mistake was made. Their alternate bid no. 1 was an add to the contract value in lieu of a deduct as specified. This meant their base bid did not include operable glass partition as the bid document requested. I am recommending that the board disregard the bid from Rasch Construction.

Having reviewed the next lowest bid with Mr. Thielen, Mr. Simmons and Mr. Zlevor, Gateway has decided to accept the base bid and all alternate bids (No. 1 and No. 2). We are recommending that the College enter into a contract with Absolute Construction Enterprises, Inc to complete the Breakwater Dining Room Renovation.

Based on our bid evaluation, we further recommend that the contract value be \$174,000.00. Gateway should also budget approximately \$19,022.80 for architectural and engineering fees as well as budget \$700.00 for reimbursable costs related to the competitive bid process

The contract total and fee breakdown is as follows:

Contract Value:	\$174,000.00
Base Bid	\$206,000.00
Alternate Bid No. 1	(\$23,000.00)
Alternate Bid No. 2	(\$ 9,000.00)

www.pidarchitects.com

Architectural Fees:	\$19,022.80
Base Bid Contract Value (9.5%)	\$ 16,530.00
Alternate Bid No. 1 (80% (9.5%))	\$ 1,748.00
Alternate Bid No. 2 (80% (9.5%))	\$ 684.00
Alternate Bid No. 3 (80% (9.5%))	\$ 60.80

We further recommend that a value of approximately \$10,000.00 be held by the college in a contingency fund outside the construction contract for any unforeseen conditions that can arise due to the renovation nature of the project.

Should you have any questions regarding our recommendation, please do not hesitate to give me a call.

Sincerely,



Jeffrey E. Bridleman

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call
Action
Information
Discussion

BID NO. 1405 ELECTRICAL SERVICE UPGRADE KENOSHA CAMPUS

Summary of Item: The College solicited for and received sealed bids from nine (9) contractors to provide all labor and materials for the Electrical Service Upgrade, Kenosha Campus.

Administration is recommending the contract to provide all labor and materials required for this project be awarded to:

Great Lakes Electric
Kenosha, WI

For a Contract Value Base Bid of:	\$ 94,158
Architect and Engineering Fees	14,845
Contingency Fund	<u>6,000</u>
	<u>\$115,003</u>

Funding Source: FY2013 Capital Fund
GO Promissory Notes Series F-2012-2013E

Attachments: Letter of Recommendation for Award of Bid and Tabulation of Bids from Partners in Design

Ends Statements and/or Executive Limitations: Section 3 – Executive Limitations, Policy 3.5, Financial Condition

Staff Liaison: William R. Whyte

TOP1405Electrical Service Upgrade 02-2013



Partners in Design
ARCHITECTS

Partners in Design Architects, Inc.

W I S C O N S I N
600 Fifty Second Street
Suite 220
Kenosha, WI 53140
voice: 262.652.2800
fax: 262.652.2812

I L L I N O I S
2610 Lake Cook Road
Suite 280
Riverwoods, IL 60015
voice: 847.940.0300
fax: 847.940.1045

February 11, 2013

Mr. William Whyte
Gateway Technical College
3520 30th Avenue
Kenosha, Wisconsin 53140

Re: Kenosha Campus
Electrical Service Upgrade - Official Notice No. 1405

Dear Mr. Whyte:

As you are aware, we received construction bids for the Kenosha Campus Electrical Service Upgrade project on behalf of Gateway Technical College on Thursday, February 7, 2013 at the Administration Center on the Kenosha Campus with Sue Debe in attendance on behalf of Gateway and myself present on behalf of Partners in Design Architects.

The Electrical Service Upgrade project was bid with one base bid. During our due diligence we became aware of a discrepancy that some of the bidders did not included the cost to cover Siemens scope of work. After reviewing this with Larry and yourself the college has determined that Siemens scope of work should be included in the base contract.

Having reviewed the bids with Mr. Paruszkiewicz, and yourself, Gateway has decided to accept the base bid. We are recommending that the College enter into a contract with Great Lakes Electric to complete the Electrical Service Upgrade.

Based on our bid evaluation, we further recommend that the contract value be \$94,158.00. Gateway should also budget approximately \$14,645.00 for architectural and engineering fees as well as budget \$200.00 for reimbursable costs related to the competitive bid process

The contract total and fee breakdown is as follows:

Contract Value:	\$94,158.00	
Base Bid		\$94,158.00
Architectural Fees:	\$14,645.00	
Base Bid Contract Value (9.5%)	\$	8,945.00
Equipment Purchased (9.5%)	\$	5,700.00

We further recommend that a value of approximately \$6,000.00 be held by the college in a contingency fund outside the construction contract for any unforeseen conditions that can arise due to the renovation nature of the project.

Should you have any questions regarding our recommendation, please do not hesitate to give me a call.

Sincerely,

Jeffrey E. Bridleman

www.pidarchitects.com

BID TABULATION
Official No. 1405
GTC Kenosha Campus – Electrical Service Upgrade



Project No.: 191.12.135
Bid Date: Thursday February 07, 2013
Bid Time: 2:00 p.m.

General Contractor	Bid Bond	1402 Base Bid	Alt Bid No. 1	Addendum 1 – 2	Comments
Absolute Construction		\$107,000.00		X	Did Not include Siemens
Bane Nelson		\$95,200.00		X	Did Not include Siemens
Camosy Construction		\$93,900.00		X	Did Not include Siemens
Great Lakes Electric		\$94,158.00		X	
KATT Construction		\$112,262.00		X	
Pieper Electric		\$105,104.00		X	
Rasch Construction		\$98,400.00		X	
Riley Construction		\$105,580.00		X	
Triple E Electric		\$108,700.00		X	

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

LEGAL SERVICES

(In conjunction with Waukesha County Technical College's RFP 1213-76)

Summary of Item: In conjunction with the above noted WCTC RFP for Legal Services which was conducted on November 13, 2012, the Administration is recommending the contract for legal services which includes areas of labor and employment, bond counsel, immigration law, litigation, college administration, student and school law, general and board counsel, and insurance and liability issues as submitted in the WCTC proposal be awarded to:

**Quarles & Brady, LLP
Milwaukee, WI**

The contract for legal services is for three years with two (2) possible one-year annual renewals for a total of five (5) years commencing on January 1, 2013.

Attachment: Signed confirmation letter by and between Gateway Technical College and Quarles & Brady, LLP

**Ends Statements
and/or Executive
Limitations:** Section 1 - Governance Process
Policy 1.3, Board Responsibility

Staff Liaison: William R. Whyte

Top Legal Services 02-2013



Bryan D. Albrecht, Ed.D.
President

BURLINGTON CENTER
496 McCanna Pkwy.
Burlington, WI 53105-3623
262.767.5200

**CENTER FOR BIOSCIENCE
& INFORMATION
TECHNOLOGY**
3520 - 30th Avenue
Kenosha, WI 53144-1690
262.564.3900

ELKHORN CAMPUS
400 County Road H
Elkhorn, WI 53121-2046
262.741.8200

HERO CENTER
380 McCanna Pkwy.
Burlington, WI 53105-3622
262.767.5204

**HORIZON CENTER FOR
TRANSPORTATION
TECHNOLOGY**
4940 - 88th Avenue
Kenosha, WI 53144-7467
262.564.3900

**IMET (INTEGRATED
MANUFACTURING
& ENGINEERING
TECHNOLOGY CENTER)**
Renaissance Business Park
2320 Renaissance Blvd.
Sturtevant, WI 53177-1763
262.898.7500

KENOSHA CAMPUS
3520 - 30th Avenue
Kenosha, WI 53144-1690
262.564.2200

**LAKEVIEW ADVANCED
TECHNOLOGY CENTER**
9449 - 89th Avenue (Highway H)
Pleasant Prairie, WI 53158-2216
262.564.3400

RACINE CAMPUS
1001 South Main Street
Racine, WI 53403-1582
262.619.6200

WGTD HD
Your Gateway to Public Radio
wgtd.org
262.564.3900

262.741.8492 TTY

866.971.7688 VP

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ACCESO EMPLEO Y EDUCACION

www.gtc.edu

Mr. Michael Aldana
Quarles & Brady, LLP
411 East Wisconsin Avenue
Milwaukee WI 53202-4497

January 10, 2013

RE: RFP 1213-76 Legal Services

Dear Mr. Aldana:

This letter is to confirm that Gateway Technical College has elected to award a contract to your firm, in accordance with RFP 1213-76 issued by Waukesha County Technical College (WCTC) on November 13, 2012.

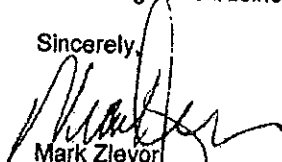
At this time, we intend to utilize your legal services in the areas of labor and employment, bond counsel, immigration law, litigation, college administration, student and school law, general and board counsel, and insurance and liability issues as submitted in your WCTC proposal, including prices, terms and conditions outlined therein.

The contract for legal services shall be for a three-year period with two possible one-year annual renewals for a total of five years commencing on January 1, 2013. Price increases may be allowed annually by providing written notice to the authorized Gateway representative of the proposed rate change at least 60 days prior to the effective date of the rate change. This notice shall detail the requested price increase and justification for that increase.

If you are in agreement with the terms and conditions as outlined above and contained in your response to WCTC's RFP 1213-76, please sign and date below and return one copy to my attention.

Thank you for your willingness to provide this service to us and we look forward to continuing to do business with you.

Sincerely,


Mark Zlevor
Chief Financial Officer /
Vice President Administration

Accepted by:


Authorized Signature

MICHAEL ALDANA 1-11-13
Print Name Date

MWZ/smd
107mwz.docx

c: W. Whyte
B. Hansen
B. Thomey
J. Braun
Accounts Payable



411 East Wisconsin Avenue
Milwaukee, Wisconsin 53202-4426
Tel 414.277.5000
Fax 414.271.3552
www.quarles.com

Attorneys at Law in:
*Phoenix and Tucson, Arizona
Naples and Tampa, Florida
Chicago, Illinois
Milwaukee and Madison, Wisconsin
Washington, DC
Shanghai, China*

Writer's Direct Dial: 414.277.5151
E-Mail: michael.aldana@quarles.com

January 4, 2013

VIA ELECTRONIC AND U.S. MAIL

Mr. William Whyte
Vice President, Human Resources
Gateway Technical College District
3520 - 30th Avenue
Kenosha, WI 53144-1690

RE: Representation


Dear Mr. Whyte:

As we have discussed, Quarles & Brady LLP would be honored to continue to serve as the College's legal counsel. Our representation would include, but not be limited to, issues involving labor and employment, public finance, student issues and litigation. To that end, and as we also discussed, we would be happy to provide those services under the same fee arrangements that we are currently offering to Waukesha County Technical College. I am enclosing a copy of our recent proposal to WCTC for legal services, which was accepted by WCTC. I am also enclosing a letter between WCTC and our firm, confirming our selection as its legal counsel.

After you have had a chance to review all of this, please feel free to contact me with any questions.

Very truly yours,

QUARLES & BRADY LLP



Michael Aldana

MA2/jmw
Enclosures



WAUKESHA COUNTY TECHNICAL COLLEGE
800 Main Street | Pewaukee, Wisconsin 53072

November 15, 2012

Quarles & Brady, LLP
Attn: Mr. Michael Aldana
411 East Wisconsin Avenue
Milwaukee, WI 53202-4497

RE: RFP 1213-76 Legal Services

Dear Mr. Aldana:

This letter is to confirm that Waukesha County Technical College has elected to award a contract to your firm per RFP 1213-76 in accordance with WCTC Board approval on November 13, 2012.

At this time we intend to utilize your legal services in the areas of labor and employment, bond counsel, immigration law, litigation, college administration, student and school law, general and board counsel, and insurance and liability issues per your submitted proposal, including prices, terms and conditions outlined therein.

This contract for legal services shall be for a three-year period with two possible one-year annual renewals for a total of five years commencing on January 1, 2013. Price increases may be allowed annually by providing written notice to the authorized WCTC representative of the proposed rate change at least 60 days prior to the effective date of the rate change. This notice shall detail the requested price increase and justification for that increase.

If you are in agreement with the terms and conditions as outlined above and contained in your response to RFP 1213-76, please sign and date below and return one copy to my attention.

Thank you for your willingness to provide this service to us and we look forward to continuing to do business with you.

Sincerely,

Cary Tessmann
Chief Financial Officer

Accepted By:

Authorized Signature

MICHAEL ALDANA 11-16-12

Print Name

Date

CC: RFP File

Common Ground.

Uncommon Mission.



Quarles & Brady LLP's Cost Proposal for Waukesha County Technical College

Proposal # 1213-76

Due October 5, 2012 at 2 p.m.

Contact Attorney:

Michael Aldana

411 East Wisconsin Avenue

Suite 2350

Milwaukee, Wisconsin 53202

Phone: (414) 277-5151

Fax: (414) 978-8951

Email: michael.aldana@quarles.com

1. Provide a standard fee schedule proposal for WCTC clearly differentiating fees as appropriate by type of service (e.g. hourly, rate based on amount of notes issued, etc.) and by type of attorney, paralegal or other person assigned to WCTC's legal service contract.

Below is a chart with our proposed WCTC rates.

Name	Level	2012 WCTC Hourly Rate	2013 WCTC Hourly Rate	2014 WCTC Hourly Rate	2015 WCTC Hourly Rate
Michael Aldana	Partner	\$340	\$350	\$360	\$370
Nicholas Anderson	Associate	\$340	\$350	\$360	\$370
Keith Bruett	Partner	\$340	\$350	\$360	\$370
Amy Ciepluch	Partner	\$340	\$350	\$360	\$370
Kevin Eldridge	Associate	\$340	\$350	\$360	\$370
Mike Fischer	Partner	\$340	\$350	\$360	\$370
Sarah Fowles	Associate	\$340	\$350	\$360	\$370
Judith Gunn	Legal Project Assistant	\$155	\$165	\$175	\$185
Margaret Kupsik	Paralegal	\$200	\$210	\$220	\$230
Brian Lanser	Partner	Per Fee Schedule	Per Fee Schedule	Per Fee Schedule	Per Fee Schedule
Jeffrey LaValle	Partner	\$340	\$350	\$360	\$370
Ely Leichtling	Partner	\$340	\$350	\$360	\$370
Kevin Long	Partner	\$340	\$350	\$360	\$370
David Muth	Partner	\$340	\$350	\$360	\$370

Christopher Nickels	Associate	\$340	\$350	\$360	\$370
Pamela Ploor	Partner	\$340	\$350	\$360	\$370
Ann Rabe	Associate	\$340	\$350	\$360	\$370
Laurene Reynolds	Legal Project Assistant	\$185	\$195	\$205	\$215
Carl Schwartz	Partner	\$340	\$350	\$360	\$370
Eric Van Schyndle	Associate	\$340	\$350	\$360	\$370

2. Identify any governmental or other fee reductions or rate discounts being offered, if any. If none are being offered, clearly state this.

Many of the attorneys proposed to work with WCTC have billing rates substantially higher than the blended rate proposed. This is done in recognition of the Firm's long history with the College. The blended rate arrangement gives the College the benefit of receiving advice from attorneys with significant experience and institutional knowledge of the College at lower rates than normally billed by those attorneys.

3. Provide a breakdown of fees by the type of service. Clearly identify if the fee is a standard hourly rate, flat rate, a tiered rate, or some other rate structure. Fees should be identified for the following types of service, at a minimum. If other fees are to be charged for activities not listed below, be sure to include a listing of the activity and related fees in the firm's proposal.

- a. Attendance at WCTC board meetings. The WCTC Board meets one to two times per month. Legal representation at these meetings is only required if a specific agenda item requires it, such as a grievance complaint hearing, negotiations, or insurance claim, which occur very infrequently at the Board level.**

All rates for services provided, including attendance at Board meetings, will be billed at the blended hourly rate of \$350 per hour for 2013, unless another fee arrangement is reached, with the exception of Public Finance services, which are detailed in the

attached schedule (Attachment I). Specific to Board meetings, we have always suggested our appearances be done in the most efficient manner. Some issues require attendance of a lawyer; at those meetings, we are mindful of expenses and time our arrival as closely as possible to our appearance on the Board's agenda. For other Board items, which may require only a short discussion, we have suggested and the College has agreed, that our appearance by telephone will suffice. In that way, the Board still receives high quality legal advice in a more efficient manner.

b. Preparation of a legal opinion.

See answer to a. As an additional note, we always strive to provide our written legal opinions practically and efficiently. In our experience with the College, it is rare that it is necessary to provide a lengthy legal opinion, containing numerous case citations, quotes and extended legal analysis. When appropriate and necessary, we can provide such opinions. However, we find that the most practical written legal advice for the College has been through short memoranda or e-mails, which briefly summarize the pertinent legal issue and gives our legal opinions and advice practically and succinctly. In short, our legal expertise and deep knowledge of the issues the College faces allows us to provide user-friendly, efficient advice, which busy College officials have always appreciated.

c. Appearance before judicial bodies.

See answer to a.

d. Bonded debt issuance fees or rates.

See fee schedule attached for Public Finance services.

e. Rate if other staff is used. Identify staff person or position and hourly rate that will be charged.

See chart above, listing rates for the Firm's WCTC team, by position and applicable rate. The hourly rate for any attorney not listed in answer to question 1 above will be the

blended hourly rate for all other attorneys in effect for that calendar year (\$350 for 2013). The hourly rate for any non-attorney timekeeper not listed in answer to question 1 above will be his or her normal hourly rate for the then current year and, once billed, will not be increased by more than \$10/year in any subsequent calendar year.

f. Rate for doing basic legal research and/or investigation of claims brought against the WCTC Board or staff.

See answer to (a) above, for applicable rates. As described above, our legal expertise and knowledge of the College allows us to conduct legal research - when necessary - very efficiently. We are subject matter experts on most issues the College confronts, and do not need to perform "basic" legal research; we know the law and feel it is our professional obligation as attorneys to stay on top of new developments. Thus, the research we conduct for the College is typically only done when a unique legal issue presents itself, or during litigation, in response to legal arguments presented by the opposing party. When we do research, we do it efficiently, using in-house legal resources, including our extensive library (both paper and electronic), our information specialists, and if necessary, on-line legal research resources.

With regard to investigation of claims, we again strive to do so efficiently, assessing the scope of the issue, what information is necessary from relevant documents or individuals and conducting interviews and document review in a targeted, strategic manner to gather the required information, and best protect the College while minimizing disruption to staff when possible.

g. Additional charges for postage, telephone (local and long-distance), copying, faxes, word processing, mileage, etc. Identify if this would be on an hourly rate or flat fee basis.

We do not currently separately charge for long distance domestic calls or regular U.S. mail delivery. Photocopying is done at a per page rate:

- .10 per page for plain copies
- .40 per page for color copies
- .80 per page for 11 x 17 color copies

We prefer to scan and use email whenever possible. Our facsimile charges include:

- .60 per page for outgoing only
- No charge for incoming faxes

We rarely use overnight mail and only when it is in the best interest of the client.

h. Charge for local (if any) and other travel time. Provide an explanation of what is included in travel time (i.e. windshield time, actual mileage, etc.) What all is included in the travel time rate?

We will not charge for travel time to/from meetings at Waukesha County Technical College. Time spent travelling by attorneys for the College to other locations will be charged, unless other work can be performed during such travel time (e.g., travel to Chicago on train, where attorney can perform other work or activities). In our experience, almost all of the travel associated with our services for the College has been limited to meetings at the College. Travel related expenses incurred will be billed, including mileage at the IRS rate and actual expenses, except for mileage expenses to/from meetings at WCTC.

i. State your plan for charging attorney time for WCTC telephone calls.

Time spent providing advice to the College on the telephone will be billed at the rates listed in the chart above. It has been our practice, and will continue to be our practice, that short telephone conferences, typically less than six minutes in length, generally will not be billed, using our best judgment as to the value we have added.

j. Cost for supervising/reviewing work of other attorneys.

On most issues, we staff matters leanly, using one or two attorneys. It is our practice to not duplicate efforts by attorneys. We will only bill time for a supervising attorney's review of work of other attorneys when we believe the supervising attorney's time adds value to the College in addition to the other work performed. Applicable hourly rates for our attorneys are listed in the chart above.

k. Cost for consultation/collaboration with other staff on an issue.

As described above in our answer to (j), we staff our matters for the College leanly and only bill for collaboration time when it adds value to the College. There may be circumstances when short efficient consultation and collaboration time between attorneys will result in more effective and practical advice for the College. While we take a team approach to client service, we do so to efficiently reap the benefits of our collective knowledge, experience and information regarding the College. Applicable hourly rates for our attorneys are listed in the chart above. If, however, in a rare instance, work is being reassigned from one attorney to another in the same practice area due to workloads or schedules, the College would, of course, not be billed for any gear up time or duplication of efforts because it was incurred for our benefit, not the College's.

l. Review of contracts before issuance.

All attorney rates will be billed at the blended hourly rate of \$350 per hour for 2013, and non-attorney time will be billed in accordance with (e) above, unless another fee arrangement is reached, with the exception of Public Finance services, which are detailed in the attached schedule (Attachment I).

4. WCTC plans to issue a contract(s) for legal services with the winning proposer(s) for a three-year period with two possible one-year annual renewals for a total of five years. Price increases may be allowed at the time of each yearly renewal of contract if approved by both parties. The successful proposer shall provide written notice to the authorized WCTC representative of the proposed rate change at least 60 days prior to the effective date of the rate change. This notice shall detail the price increase and the proposer's justification for the increase along with a minimum three-year history of the firm's rate changes. The firm's proposal should identify the caps to be used for the annual increases.

5. Provide a sample detailed hourly billing statement for WCTC. This sample should look like the statements WCTC would receive from your firm if you were awarded the contract. Use the information provided in the appendix section of this RFP along with your rate schedule to prepare the statement. The statement needs to include, at a minimum, the following:

- a. Date of service.**
- b. Type of service with sufficient detail of subject matter describing the services and the WCTC staff person who initiated the work.**
- c. Identification of attorney and/or staff member doing the work with the number of hours involved (itemized to the 1/10 hour), the hourly rate, and the total amount billed.**
- d. Itemized list of any additional charges.**

The requested sample detailed hourly billing statements are attached as Attachments II and III.

6. Identify whether or not your proposal includes any hours, on an annual basis, for one or more of your attorneys to provide training to WCTC staff and/or the WCTC Board on general legal issues at no cost to WCTC. This would be training that has been identified by WCTC to be relevant to staff and where your firm has the legal expertise to provide this training. In the past this type of training has included, but not been limited to, training on ethics policy, union contract provisions, employee discipline, general legal training, basic law, and discrimination laws. On average, WCTC has provided 12 hours of this type of training to staff and Board members.

No charge for up to 12 hours per year of tailored training time for up to 3 training sessions.

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

CONTRACTS FOR INSTRUCTIONAL DELIVERY

- Summary of Items:
- 1. 38.14 Contract reports for January 2013 over \$500**
lists all contracts for service of \$500 or greater completed or in progress for the time period of January 2013.
 - 2. 38.14 Contract reports for January 2013 under \$500 -**
lists all contracts for service less than \$500 completed or in progress for the time period of January 2013.

Ends Statements and/or Executive Limitations:
Policy 4.4 College Strategic Directions/Ends Statements #1 and #3

Staff Liaison: Debbie Davidson

**38.14 CONTRACT REPORT
FOR THE PERIOD OF JANUARY 2013**

Gateway Technical College
Contracts over \$500.00

Contract Number	Company & City	Type of Recipient	Services	Type of Service	Dates	Estimated Cost of Service	Course Number	Number Served
2013-0016	VANguard – Big Foot HS Walworth	11	Technical Assistance	TA	1/16/13- 5/9/13	3,000.00	900-019-3m15	1
2013-0018	VANguard – Delavan Darien HS Walworth	11	Technical Assistance	TA	1/16/13- 5/9/13	3,000.00	900-019-3m16	1
2013-0020	VANguard – Elkhorn HS Elkhorn	11	Technical Assistance	TA	1/16/13- 5/9/13	3,000.00	900-019-3m17	1
2013-0022	VANguard – Messmer HS Milwaukee	11	Technical Assistance	TA	1/16/13- 5/9/13	3,000.00	900-019-3m18	1
2013-0024	VANguard – Milw Public Museum Milwaukee	11	Technical Assistance	TA	1/16/13- 5/9/13	3,000.00	900-019-3m14	1
2013-0026	VANguard – Waterford HS Waterford	11	Technical Assistance	TA	1/16/13- 5/9/13	3,000.00	900-019-3m11	1
2013-0028	VANguard – Williams Bay HS Williams Bay	11	Technical Assistance	TA	1/16/13- 5/9/13	3,000.00	900-019-3m12	1
2013-0026	VANguard – WI School for Deaf Delavan	11	Technical Assistance	TA	1/16/13- 5/9/13	3,000.00	900-019-3m13	1
2013-0111	Big Foot HS Walworth	11	Nursing Assistant	CT	1/17/13- 5/7/13	4,080.30	543-300-3zbe	10
2013-0112	Burlington HS Burlington	11	Nursing Assistant	CT	1/28/13- 5/13/13	4,080.30	543-300-3zba	5
2013-0114	Elkhorn HS Elkhorn	11	Nursing Assistant	CT	1/28/13- 5/7/13	4,080.30	543-300-3eba	10
2013-0115	Delavan/Darien HS Delavan	11	Nursing Assistant	CT	1/28/13- 5/7/13	4,080.30	543-300-3ebb	8
2013-0116	Badger HS Lake Geneva	11	Nursing Assistant	CT	1/16/13- 5/6/13	4,080.30	543-300-3zbb	1
2013-0117	Wilmot HS Wilmot	11	Nursing Assistant	CT	1/16/13- 5/6/13	4,080.30	543-300-3zbb	1

2013-0166	KUSD/Lakeview Pleasant Prairie	11	Switching & WAN Intro to Programming Network Security Intro to Java	CT	1/20/13-6/11/13	38,853.00	150-135-311a 152-126-311a 150-194-311a 152-138-311a	57
2013-0231	Waterford HS Waterford	11	Nursing Assistant	CT	1/28/12-5/8/13	1,224.09	543-300-3bbc	3
2013-0268	IBEW 127 WATG 184 Kenosha	41	Belden 726 Copper Belden 746 Fiber	CT	1/19/13-2/13/13	2,377.00	150-406-3cb8 150-405-3cb8	6
2013-0284	Walworth County Jail Elkhorn	21	Math 200 ABE Success Lab Supervision	CT	1/14/13-4/29/13	11,025.00	854-750-3zlj 890-720-3zlj 900-020-3zIW	13
2013-0286	Kenosha County Jail Kenosha	21	Math for GED Comm Skills 200 GED Orientation	CT	1/9/13-5/14/13	9,016.00	854-798-3z1c 851-740-3z1k 890-721-3m1k	11
2013-0298	Forest County Potawatomi Milwaukee	41	Technical Assistance	TA	1/25/12	888.00	900-019-3m1f	1
2013-0325	Kenosha County Job Center Kenosha	21	Technical Assistance – CDL	TA	1/14/13-2/15/13	3,950.00	900-019-3m1y	1
2013-0332	CNH Sturtevant	41	Gauging/Inspection	CT	1/8/13-1/24/13	2,103.00	623-493a-3zba	8
2013-0341	West Allis Police Dept. West Allis	21	Firearms Instructor	CT	11/26/12-11/30/12	1,563.25	504-467-2z1a	5
2013-0261	KUSD/Indian Trails Kenosha	11	Intro. To Criminal Justice	CT	1/28/13-5/20/13	9,186.72	504-900-3z1a	26

Type of Service Recipient

- 11=Public Educational Inst./K-12
- 13=Public Educ. Inst./K-12-Slotter
- 15=Multiple Educational Inst.
- 18=Public Educ. Inst./Postsecondary
- 19=Private Educational Institutions
- 21=WI Local Governmental Units
- 22=Indian Tribal Governments
- 23=Economic Development Corp.
- 24=County Board of Supervisors
- 25=Multiple Local Governmental Units
- 31=State of Wisconsin
- 32=WI Dept. of Corrections
- 33=WI Division of Voc. Rehabilitation
- 35=Multiple State Governmental Units
- 41=Business & Industry
- 42=Community Based Organization
- 43=Workplace Education initiative
- 44= WMEP Related Contracts
- 45=Multiple Business &/or Industries
- 47= WAT Grant
- 51=Federal Government
- 55=Multiple Federal Government Units
- 61=Foreign Governments
- 62=States Other Than WI
- 63=Out of State Businesses

Type of Service

- C=Customized Instruction
- T=Technical Assistance
- F=Fiscal & Management Service

District Contact _____ Date _____

District Contact _____ Date _____
I affirm that the foreign and out-of-state contracts in this report are in compliance with the requirements of s.38.14(3), Wisconsin Statutes.

President _____ Date _____

**38.14 CONTRACT REPORT
FOR THE PERIOD OF JANUARY 2013**

Gateway Technical College
Contracts Under \$500.00

Contract Number	Company & City	Type of Recipient	Services	Type of Service	Dates	Estimated Cost of Service	Course Number	Number Served
2013-0342	Mt. Pleasant Police Dept. Mt. Pleasant	21	Firearms Instructor	CT	11/26/12- 11/30/12	312.65	504-467-2z1b	1
2013-0343	Kenosha Police Dept. Kenosha	21	Firearms Instructor	CT	11/26/12- 11/30/12	312.65	504-467-2z1c	1
2013-0344	Walworth County Sheriff Elkhorn	21	Firearms Instructor	CT	11/26/12- 11/30/12	312.65	504-467-2z1d	1

Type of Service Recipient

- 11=Public Educational Inst./K-12
- 13=Public Educ. Inst./K-12-Slotter
- 15=Multiple Educational Inst.
- 18=Public Educ. Inst./Postsecondary
- 19=Private Educational Institutions
- 21=WI Local Governmental Units
- 22=Indian Tribal Governments
- 23=Economic Development Corp.
- 24=County Board of Supervisors
- 25=Multiple Local Governmental Units
- 31=State of Wisconsin
- 32=WI Dept. of Corrections
- 33=WI Division of Voc. Rehabilitation
- 35=Multiple State Governmental Units
- 41=Business & Industry
- 42=Community Based Organization
- 43=Workplace Education initiative
- 44=WMEP Related Contracts
- 47 WAT Grant
- 45=Multiple Business &/or Industries
- 51=Federal Government
- 55=Multiple Federal Government Units
- 61=Foreign Governments
- 62=States Other Than WI
- 63=Out of State Businesses

Type of Service

- C=Customized Instruction
- T=Technical Assistance
- F=Fiscal & Management Service

District Contact _____ Date _____

District Contact _____ Date _____

I affirm that the foreign and out-of-state contracts in this report are in compliance with the requirements of s.38.14(3), Wisconsin Statutes.

President _____ Date _____

Workforce & Economic Development Division Contracts for Service as of February 1, 2013

Contract Number	ATC	Company	City	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Case End Date	Instructor	Cost
2013-0007		Cancelled										
2013-0008		Burlington High School Burlington	R	Michael Raether	Jo Hart	I	9/6/12- 12/15/12	Nursing Assistant	543-300-2bba	12/15	Jo Hart	3,916.80
2013-0009		Waterford High School Waterford	R	Keith Brandstetter	Jo Hart	I	9/6/12- 12/15/12	Nursing Assistant	543-300-2bbb	12/15	Jo Hart	3,916.80
2013-0010		Elkhorn High School Elkhorn	W	Tina Bosworth	Jo Hart	Sent to billing 12/56/12	9/6/12- 12/06/12	Nursing Assistant	543-300-2eba	12/6	Jo Hart	3,916.80
2013-0011		Delavan-Darien High School Delavan	W	Mark Schmitt	Jo Hart	Sent to billing 12/56/12	9/6/12- 12/06/12	Nursing Assistant	543-300-2ebb	12/6	Jo Hart	3,525.12
2013-0012		Wilnot High School Wilnot	K	Cheryl Kothe	Jo Hart	Sent to billing 12/56/12	9/6/12- 12/06/12	Nursing Assistant	543-300-2zbc	12/6	Jo Hart	3,133.44
2013-0013		Badger High School Lake Geneva	W	Robert Kopydlowski	Jo Hart	Sent to billing 12/56/12	9/6/12- 12/06/12	Nursing Assistant	543-300-2zbd	12/6	Jo Hart	2,350.08
2013-0014		FY12										
2013-0015		VANGUARD Big Foot High School - Walworth	W	Dorothy Kaufman	Jeff Robshaw	to billing 5/4/12	9/6/12- 12/12/12	Virtual Technical Assistance	900-019-2m15	12/12		3,000.00
2013-0016		VANGUARD Big Foot High School - Walworth	W	Dorothy Kaufman	Jeff Robshaw	to billing 5/4/12	1/16/13- 5/9/13	Virtual Technical Assistance	900-019-3m15	12/12		3,000.00
2013-0017		VANGUARD Delavan-Darien HS Delavan	W	Tracy Deavers	Jeff Robshaw	to billing 5/4/12	9/6/12- 12/12/12	Virtual Technical Assistance	900-019-2m16	12/12		3,000.00
2013-0018		VANGUARD Delavan-Darien HS Delavan	W	Tracy Deavers	Jeff Robshaw	to billing 5/4/12	1/16/13- 5/8/13	Virtual Technical Assistance	900-019-3m16	12/12		3,000.00
2013-0019		VANGUARD Elkhorn HS - Elkhorn	W	Greg Wescott	Jeff Robshaw	to billing 5/4/12	9/6/12- 12/12/12	Virtual Technical Assistance	900-019-2m17	12/12		3,000.00
2013-0020		VANGUARD Elkhorn HS - Elkhorn	W	Greg Wescott	Jeff Robshaw	to billing 5/4/12	1/16/13- 5/8/13	Virtual Technical Assistance	900-019-3m17	12/12		3,000.00
2013-0021		VANGUARD Messmer HS - Milwaukee	O	Mike Bartles	Jeff Robshaw	to billing 5/4/12	9/6/12- 12/12/12	Virtual Technical Assistance	900-019-2m18	12/12		3,000.00
2013-0022		VANGUARD Messmer HS - Milwaukee	O	Mike Bartles	Jeff Robshaw	to billing 5/4/12	1/16/13- 5/8/13	Virtual Technical Assistance	900-019-3m18	12/12		3,000.00
2013-0023		VANGUARD Milwaukee Public Museum - Milw	O	Gaye-Lynn Clyde	Jeff Robshaw	to billing 5/4/12	9/6/12- 12/12/12	Virtual Technical Assistance	900-019-2m14	12/12		1,000.00
2013-0024		VANGUARD Milwaukee Public Museum - Milw	O	Gaye-Lynn Clyde	Jeff Robshaw	to billing 5/4/12	1/16/13- 5/8/13	Virtual Technical Assistance	900-019-3m14	12/12		1,000.00
2013-0025		VANGUARD Waterford HS - Waterford	R	Keith Brandstetter	Jeff Robshaw	to billing 5/4/12	9/6/12- 12/12/12	Virtual Technical Assistance	900-019-2m11	12/12		3,000.00
2013-0026		VANGUARD Waterford HS - Waterford	R	Keith Brandstetter	Jeff Robshaw	to billing 5/4/12	1/16/13- 5/8/13	Virtual Technical Assistance	900-019-3m11	12/12		3,000.00
2013-0027		VANGUARD Williams Bay HS - Williams Bay	W	Dr. Fred Vorplo	Jeff Robshaw	to billing 5/4/12	9/6/12- 12/12/12	Virtual Technical Assistance	900-019-2m12	12/12		3,000.00

Contract Number	ATC	Company	City	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Crse End Date	Instructor	Cost
2013-0028		Vanguard Williams Bay HS - Williams Bay	W	Dr. Fred Vorplo	Jeff Robshaw	to billing 5/4/12	1/16/13-5/8/13	Virtual Technical Assistance	900-019-3m12	12/12		3,000.00
2013-0029		Vanguard WI School for the Deaf - Delavan	W	Alex Slappey	Jeff Robshaw	to billing 5/4/12	9/6/12-12/12/12	Virtual Technical Assistance	900-019-2m13	12/12		1,000.00
2013-0030		Vanguard WI School for the Deaf - Delavan	W	Alex Slappey	Jeff Robshaw	to billing 5/4/12	1/16/13-5/8/13	Virtual Technical Assistance	900-019-3m13	12/12		1,000.00
2013-0031		FY12										
2013-0032	C	Forest County Potowatomi Gaming Commission -Milw	O	John Wallner	Randy Reusser	Sent to billing 9/25/12	7/9/12-7/14/12	BICSI IN101	150-411-1zbx	7/14	R. Reusser	9,849.00
2013-0039		Elkhorn High School Elkhorn	W	Tina Bosworth	Mary Blue	I	9/6/12-12/20/12	ASL 3	533-128-2eba	12/20	M. Mair	2,565.20
2013-0040		Central High School Salem	K	Gail Netzer-Jensen	Mary Blue	I	9/10/12-12/21/12	Mandarin Chinese	802-113-zzbb	12/21	Xin Hill	3,827.80
2013-0041		Elkhorn High School Elkhorn	W	Tina Bosworth	Mary Blue	I	9/10/12-12/21/12	Mandarin Chinese	802-113-zzbc	12/21	Xin Hill	3,827.80
2013-0042		Waterford High School Waterford	R	Keith Brandstetter	Mary Blue	I	9/10/12-12/21/12	Mandarin Chinese	802-113-zzbd	12/21	Xin Hill	3,827.80
2013-0043		Elkhorn High School Elkhorn	W	Tina Bosworth	Mary Blue	I	9/6/12-12/20/12	ASL 2	533-127-2eba	12/20	M. Mair	2,565.20
2013-0044		Williams Bay High School Williams Bay	W	Barry Butters	Mary Blue	I	9/6/12-12/20/12	ASL 2	533-127-2ebb	12/20	M. Mair	2,565.20
2013-0045		Big Foot High School Walworth	W	Bob Sullivan	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebc	12/20	M. Mair	2,565.20
2013-0046		Central High School Salem	K	Gail Netzer-Jensen	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebd	12/20	M. Mair	2,565.20
2013-0047		Burlington High School Burlington	W	Michael Raether	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2eba	12/20	M. Mair	2,565.20
2013-0048		Central High School Salem	K	Gail Netzer-Jensen	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebb	12/20	M. Mair	2,565.20
2013-0049		Big Foot High School Walworth	W	Barry Butters	Mary Blue	I	9/6/12-12/20/12	Medical Terminology	501-101-2eba	12/20	R Formanek	3,827.80
2013-0050		Burlington High School Burlington	R	Michael Raether	Mary Blue	I	9/6/12-12/20/12	Medical Terminology	501-101-2ebb	12/20	R Formanek	3,827.80
2013-0051		Messmer High School Milwaukee	O	Mike Bartels	Mary Blue	I	9/6/12-12/20/12	Medical Terminology	501-101-2ebc	12/20	R Formanek	3,827.80
2013-0052		Messmer High School Milwaukee	O	Mike Bartels	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebe	12/20	M. Mair	2,565.20
2013-0053		Elkhorn High School Elkhorn	E	Tina Bosworth	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebf	12/20	M. Mair	2,565.20
2013-0054		Delavan-Darien High School Delavan	W	Cora Rund	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebg	12/20	M. Mair	2,565.20
2013-0055		Elkhorn High School Elkhorn	O	Tina Bosworth	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebh	12/20	M. Mair	2,565.20
2013-0056		Waterford High School Waterford	R	Keith Brandstetter	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebi	12/20	M. Mair	2,565.20
2013-0057		Williams Bay High School Williams Bay	W	Barry Butters	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebj	12/20	M. Mair	2,565.20
2013-0058		Delavan-Darien High School Delavan	R	Cora Rund	Mary Blue	I	9/6/12-12/20/12	ASL 1	533-126-2ebk	12/20	M. Mair	2,565.20

Contract Number	ATC	Company	City	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Crse End Date	Instructor	Cost
2013-0120 2013-0121		Walworth County Jail Elkhorn	W	John Delaney	Lauri Howard	Sent to billing 1/9/13	9/6/12-12/19/12	Math 200 ABE Lab Supv	854-750-2z1j 890-721-2z1j 900-020-2z1w	12/19	S. Palmer	11,025.00
2013-0122		Swiss Tech Delavan	W	Cheryl Roth	Richard Hanson	Sent to billing 11/20/12	8/30/12-10/04/12	Supervision I	196-461-1zbs	10/12	R. Hanson	1,764.00
2013-0127		River Crest Tire & Auto Multi Recipient CFS Mukwonago	O	Mike Kuzba	Matt Janisin	Sent to billing 9/25/12	8/28/12-8/30/12	Verus Training	602-411-1zb1	8/30	M. Janisin	1,180.00
2013-0128		Kenosha Fire Department Kenosha	K	Chief Poltrock	Gary Leyer	Sent to billing 10/30/12	9/12/12-9/27/12	Basic Refresher Paramedic Ref	531-801-2kba 531-801-2kbb 531-805-2kbc 531-805-2kba 531-805-2kbb 531-805-2kbc	9/27	B O'Connell	1,494.09
2013-0129		Matt's Auto Repair & Sales Multi-Recipient CFS w/2013-0127 River Crest Eagle, WI	O	Matthew Day	Matt Janisin	Sent to billing 9/25/12	8/28/12-8/30/12	Verus Training	602-411-1zb2	8/30	M. Janisin	295.00
2013-0130		IRIS USA Inc Pleasant Prairie	K	Sharon Emerson	Kim Sanderson	Sent to billing 11/14/13	10/9/12-10/30/12	Excel Adv	103-432D-2KBA	10/30	Kim Sanderson	1,838.00
2013-0131 February 21, 2013 96		KUSD/Lakeview Pleasant Prairie	K	Mark Hinterberg	John Nelson	I	9/4-1/25/13	CAD Inter CAD Inter Mech Skills Mech Skills DC/AC I Pneumatics/Hyd	606-127-2L1A 606-127-2L1B 628-109-2L1A 628-109-2L1B 605-113-2L1A 612-102-2L1A	1/25	John Nelson J Jazdzewski M Lazarevic	53,104.00
2013-0132		Waterford High School Waterford	R	Keith Brandstetter	Mary Blue	I	9/6-12/20/12	Intro to Sociology	809-196-2ZBA	12/20	S Summers	9,569.50
2013-0133		KUSD/Lakeview Pleasant Prairie	K	Mark Hinterberg	Pam See	Sent to billing 11/13/12	9/4-11/9/12	Network Admin IT Essentials	150-111-2L1B 107-193-2L1A	11/9	Pam See	13,619.52
2013-0134		KUSD/Lakeview Pleasant Prairie	L	Mark Hinterberg	Pam See	I	11/12-1/25/13	Rerouting CCNAll Network Concepts	150-124-2L1D 107-114-2L1C	1/25	Pam See	15,541.20
2013-0135		Badger High School Lake Geneva	W	Bob Kopydlowski	Jane Finkenbine	I	9/04/12-6/16/13	Mktg Sports Events Hospitality Entrepreneurship Culinary Skills Competition 1 Sanitation & Hygiene Medical Terminology Brakes Systems Auto Serv. Fund DC/AC Digital Electronics Futures in Engineer.	104-109t-2zta 109-101t-2zta 145-105t-2ztc 316-131t-2zta 316-136t-2ztb 316-107t-2zta 501-101-2zte 602-104t-2zta 602-107t-2ztc,2ztd,2zte 605-113t-2ztb 605-130t-2ztb 605-183t-2zta	12/31	P. Huff R. Tronsen V. Kirk S. Sherman T. Sheeley G. Groom P. Hoppe	66,559.31
2013-0136		Badger High School Lake Geneva	W	Bob Kopydlowski	Jane Finkenbine	I	Spring 2013	transcripted		5/15		

Contract Number	ATC	Company	Only	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Crse End Date	Instructor	Cost
2013-0137		Burlington High School Burlington	R	Eric Burling	Jane Finkenbine	I	9/4/12-6/6/13	Pers. Financial Plng PC Basics IT Essentials	114-101t-2zta, 2ztb,2ztc 103-199t-2zta 107-193t-2zta	12/31	J. Gribble M. Peetz	26,054.29
2013-0138		Burlington High School Burlington	R	Eric Burling	Jane Finkenbine	I	Spring 2013	transcripted		5/15		
2013-0139		Delavan/Dar High School Delavan	W	Mark Schmitt	Jane Finkenbine	I	9/04/12- 1/17/13	Plant Biology for Horticulture	001-107t-2zta	1/17	Marty Speth	8,568.63
2013-0140		Delavan/Dar High School Delavan	W	Mark Schmitt	Jane Finkenbine	I	Spring 2013	transcripted		5/15		
2013-0141		East Troy High School East Troy	W	Charles Penniston	Jane Finkenbine	I	9/4/12- 1/24/13	PC Basics	103-199t-2ztb	12/31	Marty Speth	6,507.26
2013-0142		East Troy High School East Troy	W	Charles Penniston	Jane Finkenbine	I	Spring 2013	transcripted		5/15		
2013-0143		Elkhorn High School Elkhorn	W	Tina Bosworth	Jane Finkenbine	I	9/04/12- 6/7/13	Acctg Principles PC Basics Marketing Marketing Sports Retailing Keyboarding Pers. Fin. Planning Medical Terminology Sanitation & Hygiene	101-114t-2zta 103-199t-2ztc 104-101t-2ztc 104-109t-2ztb 104-127t-2zta 106-137t-2ztb 114-101t-2ztd 501-101t-2zta,2ztb 316-170t-2ztb	12/31	J. Pella P. Brueggeman D. Anderson L. Anazalone S. Steinke S. Wiskie	53,352.68
2013-0144		Elkhorn High School Elkhorn	W	Tina Bosworth	Jane Finkenbine	I	Spring 2013	transcripted		5/15		
2013-0145		KUDS/Ind Trail Academy Kenosha	K	Dr. Bethany Ormseth	Jane Finkenbine	I	9/4/12- 6/1/13	Entrepreneurship Medical Terminology Intro to Health Comp. Illust. Media Concepts Healthcare Cust Serv Intro to Business	145-101t-2ztb 501-101t-2ztc 501-107t-2zta,2ztb 204-125t-2zta 501-104t-2zta 103-137t-2zta	12/31	S. Osenga H. Newberry B. McGonegle S. Bleser	31,127.30
2013-0146		KUSD/Ind Trail Academy Kenosha	K	Dr. Bethany Ormseth	Jane Finkenbine	I	Spring 2013	transcripted		5/15		
2013-0147		Kenosha County Jail Kenosha- Kenosha	K	David Beth	Lauri Howard	Sent to billing 1/9/13	9/10/12- 12/19/12	Math for GED Comm Skills 200 GED Orientation	854-798-2z1c 851-740-2z1k 890-721-2m1k	12/19	D. Greve C. Doorn	3,000.00
2013-0148		Racine County Jail Racine - Racine	R	Geoffrey Greivelanderinger	Lauri Howard	Sent to billing 1/9/13	9/10/12- 12/21/12	Comm for GED Math for GED Comm Skills 200 GED Orientation	851-798-2z1p,2z1j 854-798-2z11,2z1j 851-740-2z1j 890-721-2m1r	12/21	F. Eulingborough J. Auer	9,000.00
2013-0149		Kenosha County Job Center Kenosha	K	Terri Johnson	Beth Tilley	sent to billing 9/20/12	7/9/12- 8/10/12	Technical Assistance - CDL	900-019-1m1x		Eagle	2,710.00
2013-0150		NC3 Pleasant Prairie	O	Joanie Brookhouse	Beth Tilley	PD	8/13/2012	Tech Assistance - CDL	900-019-2m1j		Eagle	8,400.00
2013-0151		Kenosha Area Business Alliance Kenosha	K	Todd Battle	Richard Hanson	Sent to billing 11/20/12	9/28/12- 11/02/12	Fund. Supervision II	196-465-2zba	11/2	R. Hanson	1,764.00

Contract Number	ATC	Company	City	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Crse End Date	Instructor	Cost
2013-0152		NECA/IBEW-494 Wauwatosa	O	John Cyer	Randy Reusser	Sent to billing 1/9/13	10/22/12- 12/02/12	BICSI 225 BICSI 250	150-412-2cba 150-410-2cba	12/1	R. Reusser	24,212.16
2013-0153		Lavelle Industries WATG 193 Burlington	R	Nathan Braun	Rick Lofy	I	9/12/12- 6/30/13	Maint. Best Practices LSS Green Belt ISO Internal Auditor Hydraulic Elec Schm		6/30	R. Lofy R. Hanson	21,952.00
2013-0156	H	Bradshaw Medical WATG 191 Kenosha	K	Keith Easter	Rick Lofy	I	8/28/12- 6/30/13	LSS Green Belt	623-808-1hba	12/2	R. Lofy	22,832.00
2013-0159		Honeywell Cable Products WATG 144	K	Jeannie Leafblad	Kim Sanderson	I	9/10/12-tba	Project Mgmt	196-895a-2zba	11/16	R. Hanson	58,036.00
2013-0160		Pleasant Prairie										
2013-0161												
2013-0163		GTC Foundation, Inc Kenosha	K	Jane Finkenbine	Rick Lofy	I	9/10- 12/14/12	CNC Intro CNC Mach Op CNC Offsets Gauging Blueprint Rdg LEAN/Six Sigma Mfg Shop Safety Oral/Interpersonal Applied Math	420-342-2rba 420-343-2tba 420-344-2rba 420-345-2rba 421-376-2tba 623-146-2rba 623-147-2rba 801-196-2rba 804-370-2rba	12/14	Rick Lofy C Maeschen Neil Petersen L Wilkins S Yousof	54,375.00
2013-0164		Kenosha County Job Center Kenosha	K	Jane Finkenbine	Rick Lofy	I	9/10- 12/14/12	CNC Intro CNC Mach Op CNC Offsets Gauging Blueprint Rdg LEAN/Six Sigma Mfg Shop Safety Oral/Interpersonal Applied Math	420-342-2kba 420-343-2kba 420-344-2kba 420-345-2kba 421-376-2kba 623-146-2kba 623-147-2kba 801-196-2kba 804-370-2kba	12/14	Rick Lofy C Maeschen Neil Petersen L Wilkins S Yousof	14,500.00
2013-0165		Scot Forge Clinton	W	Jane Finkenbine	Rick Lofy	I	9/10- 12/14/12	CNC Intro CNC Mach Op CNC Offsets Gauging Blueprint Rdg LEAN/Six Sigma Mfg Shop Safety Oral/Interpersonal Applied Math	420-342-2kbb 420-343-2kbb 420-344-2kbb 420-345-2kbb 421-376-2kbb 623-146-2kbb 623-147-2kbb 801-196-2kbb 804-370-2kbb	12/14	Rick Lofy C Maeschen Neil Petersen L Wilkins S Yousof	3,625.00
2013-0166		KUSD/LakeView Adv Tech Center Pleasant Prairie	K	Mark Hinterberg	Pam See	I	1/29-6/11/13	Switching & WAN Intro-Programming Network Security Intro to Java	150-135-3L1A 152-126-3L1A 150-194-3L1A 152-138-3L1A	6/11	Pam See	38,853.00
2013-0167												
2013-0168												
2013-0169		KUSD/LakeView Adv Tech Center Pleasant Prairie	K	Mark Hinterberg	Jane Finkenbine	I	9/24/12- 1/25/13	Digital Electronics	605-130T-2ztc	12/31	T Garringer	7,965.60
2013-0170		KUSD/LakeView Adv Tech Center Pleasant Prairie	K	Mark Hinterberg	Jane Finkenbine	I	Spring 2012	transcribed		6/11		

Contract Number	ATC	Company	Only	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Crse End Date	Instructor	Cost
2013-0171		RUSD/Case High School Racine	R	Jeff Eben	Jane Finkenbine	I	Fall 2012	transcripted	104-127t-2zte	12/31	D Cronkright	5,358.98
2013-0172		RUSD/Case High School Racine	R		Jane Finkenbine	I	Spring 2012	transcripted		6/11		
2013-0173		RUSD/Horlick High School Racine	R	Angela Apmann	Jane Finkenbine	I	9/4/12- 6/11/13	Keyboarding DC/AC1 Retailing	106-137- 2ztc,2ztd,2zte,2tf,2 zlg 605-113t-2ztc 104-127t-2ztf	12/31	C. Halberstadt J. Sus M. Dawson W. Heidenreich S. McClanahan	22,687.90
2013-0174		RUSD/Horlick High School Racine	R	Angela Apmann	Jane Finkenbine	I	Spring 2012	transcripted		6/11		
2013-0175		RUSD/Park High School Racine	R	Dan Thielen	Jane Finkenbine	I	9/4/12- 6/11/13	Retailing	104-127t-2zlg	12/31	A Betker	7,272.82
2013-0176		RUSD/Park High School Racine	R	Dan Thielen	Jane Finkenbine	I	Spring 2012	transcripted		6/11		
2013-0177		Union Grove High School Union Grove	R	Tom Hermann	Jane Finkenbine	I	9/4/12- 11/5/12	PC Basics Keyboarding Entrepreneurship I	103-199t-2zte, 2ztf, 106-137t-2zth, 2ztl, 2ztk, 2 145-105t-2ztd	12/31	W. Coury E. Swanson	28,314.16
2013-0178	February	Union Grove High School Union Grove	R	Tom Hermann	Jane Finkenbine	I	Spring 2012	transcripted		6/11		
2013-0179	February	Waterford High School Waterford	R	Eric Blake	Jane Finkenbine	I	Spring 2012	transcripted		6/11		
2013-0180	NO	Westosha High School Paddock Lake	K	Lisa Albrecht	Jane Finkenbine	I	9/5/12-6/7/13	Marketing Principles IT Essentials	104-101t-2ztd 107- 193t-2ztd	12/31	Bamson Pongratz	14,285.08
2013-0181	NO	Westosha High School Paddock Lake	K	Lisa Albrecht	Jane Finkenbine	I	Spring 2012	transcripted		6/11		
2013-0182		Whitewater High School Whitewater	W	Doug Parker	Jane Finkenbine	I	9/4/12- 1/24/13	Princ Hospitality Auto Service Fnd	109-101t-2ztd 602-107t-2ztf	12/31	Weilbrenn Wintz	6,026.72
2013-0183		Wilmot High School Wilmot	K	Chris Trottier	Jane Finkenbine	I	9/4/12-6/7/13	Pc Basics/MS Office Marketing Principles Retailing Auto Tech 1	103-199t-2ztg 104-101t-2zte 104-127t-2zthg 602-107t-2ztg, 2zth	6/7	E. Burton E.Grochowski B. Fell	29,139.48
2013-0184		Wilmot High School Wilmot	K	Chris Trottier	Jane Finkenbine	I	Spring 2012	transcripted		6/11		
2013-0185		R&B Grinding WATG 191 Racine	R	Barbara Lange	Richard Hanson	I	9/10/12- 6/30/13	Fund of Supv I Blueprint Reading	196-461-2zba 421-409g-2zbr	12/2	R. Hanson	8,699.00
2013-0187		USG Interiors WATG 193 Walworth	W	Tricia Dixon	Richard Hanson	I	9/12/12- 6/30/13	Mech Power Trans Maint. Best Practices Adv. Machine & Eq Fund. Of Supv. 1		3/28	R. Hanson	17,583.00
2013-0189		Poclair Hydraulics WATG 176 Sturtevant	R	Steve Newell	Lauri Howard	I	9/12/12- 6/30/13	Hydraulics Blueprint Reading Gauge & Inspection CNC Offsets		TBD	C. Maeschen	32,804.00

Contract Number	ATC	Company	City	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Crse End Date	Instructor	Cost
2013-0191 2013-0192		Pentair WATG 167 Delavan	W	Scott Woodward	Lauri Howard	I	TBA	Blueprint Reading Basic Metrology		TBD		16,405.00
2013-0193 2013-0194		Fred Knapp Engraving WATG 146 Racine	R	John Boticki	Lauri Howard	I	TBA	Lean Six Sigma Green Belt PC Basics Excel 1		TBD	R. Lofy	9,333.00
2013-0196		Diversey Racine				PEND		Business Writing				
2013-0197		Scot Forge Spring Grove, IL	O	Lindsey Canell	Craig Maeschen	Sent to billing 11/27/12	10/18/12- 11/07/12	GD&T	606-415-2zbs	11/7	C. Maeschen	4,452.02
2013-0198		part of 2013-0153										
2013-0199		NAMI - Kenosha County Kenosha		Jack Rose	Molly Meagher	Sent to billing 10-11-12	9/17/12- 9/21/12	Technical Assistance: CIT	900-019-2k1a	9/21	NAMI	2,147.98
2013-0200	H	SysTech International New Berlin	O	Jack Pierce	Matt Janisin	Sent to billing 11/26/12	9/25/12- 11/27/12	Emissions Testing	602-407-2zb1 602-407-2zb2	9/25 10/30 11/27	M. Janisin	882.00
2013-0201		In-Sink-Erator Racine	R	Steve Mueller	Richard Hanson	I	Fall 2012	TA	900-003-2M11	12/21	Richard Hanson Dan Neuman Ki Sanderson	63,842.50
2013-0202		Johnson Wax Racine	R	Patrice Biskup	Dan Neuman	I	Fall 2012	TA	900-003-2M13	12/21	Dan Neuman	17,640.00
2013-0203		KUSD/LakeView Tech Pleasant Prairie	K	Greg Wright	John Nelson	I	9/4-1/25/13	CIM Int Mf I CIM Int Mf II	628-123-2L1A 628-124-2L1A	1/25	John Nelson	15,751.00
2013-0204		Part of 2012-0211 Edstrom										
2013-0205		Kenosha Fire Department Kenosha	K	Chief Poltrock	Gary Leyer	Sent to billing 10/30/12	10/2/12- 10/10/12	EMS Ce 4hr	531-801-2BBA 531-801-2BBB	10/10	M Mansell J Wuerker	398.64
2013-0206		Elkhorn High School Elkhorn	W	Tina Bosworth	Mary Blue	I	9/6/12- 12/20/12	ASL I	533-126-2ZBL	12/20	Mary Mair	2,565.20
2013-0207		Part of Intertractor 2012-0201										
2013-0208												
2013-0209												
2013-0210		Part of Twin Disc 2012-0213										
2013-0215		Part of Edstrom 2012-0211										
2013-0216		CNH Racine	R	Laurie Ozbolt	Craig Maeschen	Sent to billing 11/20/12	10/16/12- 11/13/12	GD&T	606-415-2zbc	11/13	C. Maeschen	3,905.95
2013-0217		WE Energies Pleasant Prairie	K	Robert Weisheim	Craig Maeschen	Sent to billing 10/29/12	10/2/12- 10/12/12	Lathe Milling	420-432-2fbw 430-433-2fbw	10/5/12 10/12/12	C. Maeschen	12,044.40
2013-0218		GTC Foundation, Inc.	k	Jennifer Charpentier	Julie Capelli	I	3/25-4/29/13	Nursing Assistant Boot Camp	543-300-3R1G	4/29	Pat ontko	11,544.32
2013-0223		NC3 Pleasant Prairie	K	Joanie Brookhouse	Beth Tilley	Paid	9/24/2012		900-019-2m1z		Eagle Training	7,400.00
2013-0224		Lake County WDC Waukegan IL	O	Feleicia Nixon	Beth Tilley	Sent to billing 10-16-12	9/24/12- 10/26/12	Technical Assistance - CDL	900-019-2m1w		Eagle Training	3,950.00
2013-0230		PPG Partners LLC Kenosha	K	Debbie Stevens	Kim Sanderson	Sent to billing 12/6/12	10/25/12	Excel 1	103-435e-2zba	10/25	Kim Sanderson	691.67

Contract Number	ATC	Company	Company	Only	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Crse End Date	Instructor	Cost
2013-0231		Waterford High School Waterford	Waterford High School Waterford	R	Keith Brandstetter	Mary Blue	I	1/28/12- 5/8/13	Nursing Assistant	543-300-3BBC	5/8	H. Holder	1,224.09
2013-0232		Waterford High School Waterford	Waterford High School Waterford		Keith Brandstetter	Lauri Howard	I	3/5-5/16/13	Pre-Technical Writing	851-760-3Z1A	5/13	T. Gadbury	3,240.00
2013-0233		KABA Kenosha	KABA Kenosha	K	Todd Battle	Richard Hanson	Sent to billing 12/6/12	11/09/12- 12/19/12	Fund of Supv 3	196-460-2zbc	12/19	R. Hanson	1,764.00
2013-0234		PPG Partners Kenosha	PPG Partners Kenosha	K	Debbie Stevens	Kim Sanderson	Sent to billing 12/7/12	11/01/12- 11/02/12	Excel 2 Excel 3	103-435e-2zbb 103-466a-2zbc	11/01/12 11/02/12	Kim Sanderson	1,836.00
2013-0236		Racine County Sheriff Racine	Racine County Sheriff Racine	R		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1A	11/9	G. Szablewski	796.44
2013-0237		UW Milwaukee PD Milwaukee	UW Milwaukee PD Milwaukee	O		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1B	11/9	G. Szablewski	265.48
2013-0238		Brown Deer PD Brown Deer	Brown Deer PD Brown Deer	O		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1C	11/9	G. Szablewski	132.74
2013-0239		Greenfield PD Greenfield	Greenfield PD Greenfield	O		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1D	11/9	G. Szablewski	132.74
2013-0240		Milwaukee PD Milwaukee	Milwaukee PD Milwaukee	O		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1E	11/9	G. Szablewski	132.74
2013-0241		West Milwaukee PD West Milwaukee	West Milwaukee PD West Milwaukee	O		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1F	11/9	G. Szablewski	132.74
2013-0242		Mt. Pleasant PD Racine	Mt. Pleasant PD Racine	R		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1G	11/9	G. Szablewski	132.74
2013-0243		Pleasant Prairie PD Pleasant Prairie	Pleasant Prairie PD Pleasant Prairie	K		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1H	11/9	G. Szablewski	132.74
2013-0244		Twin Lakes PD Twin Lakes	Twin Lakes PD Twin Lakes	R		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1I	11/9	G. Szablewski	132.74
2013-0245		Whitefish Bay PD Whitefish Bay	Whitefish Bay PD Whitefish Bay	O		Molly Meagher	Sent to billing 12/10	11/06/12- 11/09/12	IDC Training	504-427-2K1J	11/9	G. Szablewski	132.74
2013-0246		Racine County Sheriff Racine	Racine County Sheriff Racine	R		Molly Meagher	Sent to billing 12/10	10/15/12- 10/19/12	SWAT Training	504-454-2K1A	10/19	R. Merlin	1,042.80
2013-0247		Marinette PD Marinette	Marinette PD Marinette	O		Molly Meagher	Sent to billing 12/10	10/15/12- 10/19/12	SWAT Training	504-454-2K1B	10/19	R. Merlin	695.20
2013-0248		Racine Police PD Racine	Racine Police PD Racine	R		Molly Meagher	Sent to billing 12/10	10/15/12- 10/19/12	SWAT Training	504-454-2K1C	10/19	R. Merlin	347.60
2013-0249		South Milwaukee PD South Milwaukee	South Milwaukee PD South Milwaukee	O		Molly Meagher	Sent to billing 12/10	10/15/12- 10/19/12	SWAT Training	504-454-2K1D	10/19	R. Merlin	347.60
2013-0250		Cudahy PD Cudahy	Cudahy PD Cudahy	O		Molly Meagher	Sent to billing 12/10	10/15/12- 10/19/12	SWAT Training	504-454-2K1E	10/19	R. Merlin	347.60
2013-0251		Kenosha PD Kenosha	Kenosha PD Kenosha	K		Molly Meagher	Sent to billing 12/10	10/15/12- 10/19/12	SWAT Training	504-454-2K1F	10/19	R. Merlin	347.60
2013-0252		Kenosha County Sheriff Kenosha	Kenosha County Sheriff Kenosha	K		Molly Meagher	Sent to billing 12/10	10/15/12- 10/19/12	SWAT Training	504-454-2K1G	10/19	R. Merlin	347.60
2013-0253		Kenosha PD Kenosha	Kenosha PD Kenosha	K		Molly Meagher	Sent to billing 12/10	10/30/12- 11/01/12	Carbine Rifle Instr	504-469-2z1a	11/1	R. Merlin	633.06

Contract Number	ATC	Company	City	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Crse End Date	Instructor	Cost
2013-0254		Geneva Township PD Lake Geneva	K		Molly Meagher	Sent to billing 12/10	10/30/12-11/01/12	Carbine Rifle Instr	504-469-2z1b	11/1	R. Merlin	211.02
2013-0255		Jefferson County PD Jefferson	O		Molly Meagher	Sent to billing 12/10	10/30/12-11/01/12	Carbine Rifle Instr	504-469-2z1c	11/1	R. Merlin	211.02
2013-0256		Madison PD Madison	O		Molly Meagher	Sent to billing 12/10	10/30/12-11/01/12	Carbine Rifle Instr	504-469-2z1d	11/1	R. Merlin	211.02
2013-0257		Walworth PD Walworth	W		Molly Meagher	Sent to billing 12/10	10/30/12-11/01/12	Carbine Rifle Instr	504-469-2z1E	11/1	R. Merlin	211.02
2013-0258		Walworth County Sheriff Elkhorn	W		Molly Meagher	Sent to billing 12/10	10/30/12-11/01/12	Carbine Rifle Instr	504-469-2z1F	11/1	R. Merlin	211.02
2013-0259		UW Whitewater PD Whitewater	W		Molly Meagher	Sent to billing 12/10	10/30/12-11/01/12	Carbine Rifle Instr	504-469-2z1g	11/1	R. Merlin	211.02
2013-0260		NAMI Kenosha	K	Jack Rose	Molly Meagher	Sent to billing 12/6/12	11/13/12-11/14/12	Technical Assistance - CIP Training	900-019-2k1b	11/14	NAMI	3,118.18
2013-0261		KUSD/Indian Trails Kenosha	K	Mark Hinterberg	Lauri Howard	I	1/28-5/20/13	Intro to Criminal Justice	504-900-3Z1A	5/20	S Stulo	9,186.72
2013-0265		Dentsply WATG 187 Racine	R	Tonja Hossalla	Lauri Howard	I	11/5/12-11/29/12	Medic First Aid Basic Extinguisher Diversity Awareness	531-419a-2zba 503-447-2zba 196-449a-2zba,2zbb,2zbc	11/29	B. Rigden M. Barnes M. Babu	3,435.00
2013-0268		IBEW-127 WATG 184 Kenosha	K	Ed Gray	Randy Reusser	I	1/9/13-2/13/13	Belden 726 Copper Belden 746 Fiber	150-406-3cb8 150-405-3cb8	2/13	R. Reusser	2,377.00
2013-0271		MicroPrecision WATG 194 Delavan	W	Joseph Moser	Lauri Howard	I	1/14/13-5/14/13	Supv. Mgmt 1 Supv. Mgmt 2 Blueprint Reading				9,038.00
2013-0272		Ocean Spray WATG 175 Kenosha	K	Warren Carter	Lauri Howard	I	1/14/13-5/14/13	Fund of Elec Systems Adv Elec Systems Machine Controls Hand Tools & Maint. Machine & Equip Trbl Integrated Mach Sys		5/14	D. Neuman	34,164.00
2013-0275		Meredith's Culligan & Water WATG 172 Union Grove	R	Don Meredith	Lauri Howard	I	1/14/13-5/14/13	Powerpoint Excel Intro to Electronics		5/13		3,410.00
2013-0277		Protect-All WATG 145 Darine	W	Laura Usky	Lauri Howard	I	1/14/13-5/14/13	ELL Business Writing Lean Overview LSSGB High Energy Teams		5/13		34,888.00
2013-0280		Kenosha County Job Center Kenosha	K	Rich Salisbury	Beth Tilley	Sent to billing 12/4/12	10/29/12-12/04/12	Technical Assistance - CDL	900-019-2m1P	12/4	Eagle	3,950.00
2013-0281		DVR					Pending	CDL-Mahan				
2013-0282		NC3 Pleasant Prairie	K	Joanie Brookhouse	Beth Tilley	PD	12/4/2012	Technical Assistance - CDL	900-019-2m1Q	12/4	Eagle	17,750.00

Contract Number	ATC	Company	Company	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Crse End Date	Instructor	Cost
2013-0283		WCEDA Elkhorn	Mike Van Den Bosch	Dick Hanson	I	4/15/13-5/22/13	Fundamentals of Supv I	196-461-3zbw	5/22	D. Hanson	1,764.00	
2013-0284		Walworth County Jail Elkhorn	John Delaney	Lauri Howard	I	1/14/13-4/29/13	Math 200 ABE Success Lab Supv.	854-750-3z1j 890-721-3z1j 900-020-3z1W	4/29	S. Palmer	11,025.00	
2013-0286		Kenosha County Jail Kenosha	Kenn Yance	Lauri Howard	I	1/9/13-5/4/13	Math for GED Commu Skills 200 GED Orientation	854-798-3z1c 851-740-3z1k 890-721-3m1k	5/4	C. Doorn	9,016.00	
2013-0290		Forest County Potawatami Milwaukee	Ken George	Randy Reusser	I	2/11/13-3/22/13	BISCI IN 250 Fiber BICSI IN 250 Fiber	150-410-3cbp 150-410-3cbq	3/18	R. Reusser	20,562.00	
2013-0296		Bradshaw Medical	Keith Easter	Rick Lofy	I	1/10/13-6/30/13	Fund of Supv 2 Fund of Supv 3	196-490c-3zbm 196-460-3zbq	6/30	R. Hanson		
2013-0297		WATG 191 - SP13 semester Kenosha	Ken George	Randy Reusser	Sent to billing 2/1/13	1/25/2012	Technical Assistance	900-019-3m1F	1/25	R. Reusser	888.00	
2013-0324		DVR Kenosha	Christopher Gerou	Beth Tilley	I	1/14/13-2/15/13	Tech Assist - CDL	900-019-3m1w	2/1	Eagle	3,950.00	
2013-0325		KCJC - DVR Kenosha	Rich Salisbury	Beth Tilley	I	1/14/13-2/15/13	Tech Assist - CDL	900-019-3m1y	2/1	Eagle	3,950.00	
2013-0326		XTEN Industries	Kendra Buchanan	Lauri Howard	I	1/14/13-5/14/13	Lean Training Fund Supv 1 Fund Supv 2 CNC Setup CNC Reduction SMED Solidworks		5/14		41,686.00	
2013-0327		WATG 195 Kenosha										
2013-0328		A&E Tools WATG 163 Racine	Chris Lange	Lauri Howard	I	1/14/13-5/14/13	Lean for Exec Lean 1 Lean 2 SMED CNC Supv. Leadership		5/14		17,039.00	
2013-0332		CNH Sturtevant	Laurie Ozbolt	Craig Maeschen	Sent to billing 2/1/13	1/8/13-1/24/13	Gauging/Inspection	623-493a-3zba	1/24	C. Maeschen	2,103.00	
2013-0340		KABA Kenosha	Todd Battle	Richard Hanson	I	2/15/13-3/15/13	Fund of Supv 2	196-465-3zba 196-465-3zbb	3/15	R. Hanson	1,563.25	
2013-0341		West Allis Police Dept West Allis	Michael Jungbluth	Molly Meagher	Sent to billing 2/6/13	11/26/13-11/30/12	Firearms Instructor	504-467-2z1a	11/30	R. Merlin		
2013-0342		Mt. Pleasant Police Dept. Mt. Pleasant	Tim Zarzecki	Molly Meagher	Sent to billing 2/6/13	11/26/13-11/30/12	Firearms Instructor	504-467-2z1b	11/30	R. Merlin	312.65	
2013-0343		Kenosha Police Dept. Kenosha	John Morrissey	Molly Meagher	Sent to billing 2/6/13	11/26/13-11/30/12	Firearms Instructor	504-467-2z1c	11/30	R. Merlin	312.65	

Contract Number	ATC	Company	City	Company Contact Person	Gateway Contact Person	Status	Dates	Course Name	Course Number	Case End Date	Instructor	Cost
2013-0344		Walworth County Sheriff Elkhorn	W	John Delaney	Molly Meagher	Sent to billin 2/6/13	11/26/13- 11/30/12	Firearms Instructor	504-467-2z1d	11/30	R. Merlin	312.65
											TOTAL	1,411,917.69

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action x
Information _____
Discussion _____

ADVISORY COMMITTEE ACTIVITY REPORT

Summary of Item: Approval of:

- New Members as of February 1, 2013
- 2012-13 Meeting Schedule as of February 1, 2013

Staff Liaison: John Thibodeau

**GATEWAY TECHNICAL COLLEGE
ADVISORY COMMITTEES -- NEW MEMBERS
as of February 1, 2012**

PROGRAM Name	Job Title	Employer	County Represented
EARLY CHILDHOOD EDUCATION			
Smith Erika	Education Supervisor	RKCAA-Head Start	Racine
FIRE PROTECTION TECHNICIAN			
Havel Gregory	Safety Director	Scherrer Construction Co Inc	Racine

ADVISORY COMMITTEE 2012-2013 MEETING SCHEDULE

as of January 1, 2013

ADVISORY COMMITTEE	DEAN	Fall 2012	Spring 2013
Accounting	R. Koukari	Wednesday, September 18, 2012 5:30 p.m. at IMET	Wednesday, April 24, 2013 5:30 p.m. Kenosha Campus
Administrative Professional Office Assistant	R. Koukari	Wednesday, September 18, 2012 5:30 p.m. at IMET	Wednesday, April 24, 2013 5:30 p.m. Kenosha Campus
Adult Basic Education	R. Mearns		
Adult High School	R. Mearns		
Aeronautics-Pilot Training	D. Sherwood		
Air Conditioning, Heating, And Refrigeration Technology	B. Frazier	Thursday, November 8, 2012 5:30 p.m. at Kenosha Campus	
Architectural-Structural Engineering Technician Civil Engineering Technology - Fresh Water Resources Civil Engineering Technology – Highway Technology Land Survey Technician	B. Frazier	Wednesday, October 24, 2012 5:00 p.m. , IMET	
Automated Manufacturing Systems Technician	B. Frazier	Wednesday, October 3, 2012 8:00 a.m., Elkhorn Campus	
Automotive Maintenance Technician Automotive Technology	B. Frazier	Tuesday, September 25, 2012 5:30 p.m., Horizon Center	
Barber/Cosmetologist	T. Simmons	Thursday, October 11, 2012 5:30 p.m. at Racine Campus	
Building Trades - Carpentry	B. Frazier		
Business Management	R. Koukari	Wednesday, September 18, 2012 5:30 p.m. at IMET	Wednesday, April 24, 2013 5:30 p.m. Kenosha Campus
CNC Production Technician	B. Frazier	Monday, October 1, 2012 (rescheduled) Wednesday, November 14, 2012 5:00 p.m. Racine Campus	
Community Pharmacy Technician	M. O'Donnell		
Criminal Justice - Law Enforcement	T. Simmons		
Criminal Justice – Law Enforcement Academy	T. Simmons		

ADVISORY COMMITTEE	DEAN	Fall 2012	Spring 2013
Culinary Arts	T. Simmons	Wednesday, November 7, 2012 3:00 p.m. Racine Campus	
Dental Assistant	J. Pinson		
Diesel Equipment Mechanic	B. Frazier	Wednesday, October 3, 2012 5:30 p.m. Horizon Center	
Diesel Equipment Technology	B. Frazier	Wednesday, October 3, 2012 5:30 p.m. Horizon Center	
Early Childhood Education	T. Simmons	Thursday, October 11, 2012 5:30 p.m., Racine Campus	
Electrical Engineering Technology	B. Frazier	Wednesday, October 10, 2012 5:30 p.m., IMET	
Electromechanical Technology	B. Frazier	Wednesday, October 3, 2012 8:00 a.m., Elkhorn Campus	
Electronics	B. Frazier	Wednesday, October 10, 2012 5:30 p.m., IMET	
Emergency Medical Technician - Basic Emergency Medical Technician - Intermediate Emergency Medical Technician - Intermediate Tech Paramedic Technician	T. Simmons	Thursday, October 18, 2012 11:00 a.m., HERO Center	
Facilities Maintenance	B. Frazier	Thursday, November 8, 2012 5:30 p.m. at Kenosha Campus	
Fire Protection Technician	T. Simmons	Thursday, October 18, 2012 11:00 a.m., HERO Center	
Graphic Communications	R. Koukari		Thursday, April 18, 2013 5:30 p.m., Elkhorn Campus
Health Information Technology	J. Pinson		
Health Unit Coordinator	J. Pinson		
Horticulture	B. Frazier	Monday, October 8, 2012 6:00 p.m., Pike Creek Center	
Hotel/Hospitality Management	T. Simmons	Wednesday, November 7, 2012 3:00 p.m. Racine Campus	
Human Services Associate	T. Simmons	Thursday, October 11, 2012 5:30 p.m., Racine Campus	
Industrial Mechanical Technician	B. Frazier	Friday, October 5, 2012 1:30 p.m., Racine Campus	
Instructional Assistant	T. Simmons	Thursday, October 11, 2012 5:30 p.m., Racine Campus	
Interior Design	B. Frazier		

ADVISORY COMMITTEE	DEAN	Fall 2012	Spring 2013
IT - Computer Support Specialist IT - Network Specialist IT - Web Developer/Administrator	R. Koukari	Thursday, October 18, 2012 5:30 p.m., Elkhorn Campus	
IT - Programmer/ Analyst	R. Koukari	Thursday, October 18, 2012 5:30 p.m., Elkhorn Campus	
Marketing	R. Koukari	Wednesday, September 18, 2012 5:30 p.m., IMET	Wednesday, April 24, 2013 5:30 p.m. Kenosha Campus
Mechanical Design Technology	B. Frazier	Monday, October 15, 2012 5:30 p.m., IMET	
Medical Assistant	J. Pinson	Thursday, November 8, 2012 9:00 a.m., Racine Campus	
Medical Transcription	J. Pinson		
Nursing Assistant	D. Skewes	Tuesday, September 25, 2012 3:00 p.m., Kenosha Campus	
Nursing Associate Degree Practical Nursing	D. Skewes	Thursday, October 18, 2012, 2:00 p.m., Kenosha Campus	
Physical Therapist Assistant	J. Pinson	Tuesday, September 18, 2012 6:30 p.m., Kenosha Campus	
Professional Communications	R. Koukari		Thursday, April 18, 2013 5:30 p.m. Elkhorn Campus
Radiography	J. Pinson		
Small Business Entrepreneurship	R. Koukari	Wednesday, September 18, 2012 5:30 p.m., IMET	
Supervisory Management	R. Koukari	Wednesday, September 18, 2012 5:30 p.m., IMET	Wednesday, April 24, 2013 5:30 p.m. Kenosha Campus
Surgical Technology	J. Pinson		
Welding	B. Frazier	Thursday, October 25, 2012 (rescheduled) Tuesday, November 13, 2012 5:30 p.m., Burlington Center	
Welding/Maintenance & Fabrication	B. Frazier	Thursday, October 25, 2012 (rescheduled) Tuesday, November 13, 2012 5:30 p.m., Burlington Center	

IX. POLICY GOVERNANCE MONITORING REPORTS

- A. Ends Statement Monitoring
 - 1. End Statement #4 – Gateway models integrity, social responsibility and continuous improvement in its internal and external processes and relationships (J. Thibodeau)
- B. Executive Limitations
 - 1. 3.4 FY2013-14 Budget/Forecasting (B. Thomey)
- C. Strategic Plan Monitoring – Vision 3.2.1
 - 1. Strategic Direction #4 – Gateway will strategically align programs and services with changing industry needs (D. Davidson and J. Robshaw)

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call	_____
Action	<u> X </u>
Information	_____
Discussion	_____

POLICY GOVERNANCE MONITORING REPORTS
Ends Statement Monitoring
Ends Statement #4

Summary: Gateway models integrity, social responsibility and continuous improvement in its internal and external processes and relationships

Staff Liaison: John Thibodeau

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

MONITORING REPORT Executive Limitation 3.4 – Budget/Forecasting

Summary of Item: The report will present information that will demonstrate progress in meeting executive limitation 3.4 below:

“Budgeting for any fiscal year or the remaining part of any fiscal year shall follow Board Ends priorities, control College financial risk and accurately reflect projection of income and expenses.”

Ends Statements and/or

Executive Limitations: Section 3 - Executive Limitations
Policy 3.4 – Budgeting/Forecasting

Staff Liaison: Bane Thomey

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GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

POLICY GOVERNANCE MONITORING REPORTS
Strategic Plan Monitoring
Vision 3.2.1
Strategic Direction #4

Summary of Item: Gateway will strategically align programs and services with changing industry needs

Governance Policies:

Policy 2.3 – Monitoring College Effectiveness
Policy 3.1.6 – General Executive Constraint

Staff Liaison: Debbie Davidson and Jeffrey Robshaw

X. BOARD MEMBER COMMUNITY REPORTS

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action _____
Information X
Discussion _____

BOARD MEMBER COMMUNITY REPORTS

Summary: Board members will share recent contacts.

Governance Policy: Policy 1.5-Board Member Role

XI. Next Meeting Date and Adjourn

- A. Regular Meeting Date – Thursday, March, 21, 2013, 8:00 a.m.,
Elkhorn Campus
- B. Adjourn