



Bryan D. Albrecht, Ed.D.
President

July 3, 2013

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

**CENTER FOR BIOSCIENCE
& INFORMATION
TECHNOLOGY**
3520 - 30th Avenue
Kenosha, WI 53144-1690
262.564.3600

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

**HERO (HEALTH AND
EMERGENCY RESPONSE
OCCUPATIONS) CENTER**
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Burlington, WI 53105-3622
262.767.5204

**HORIZON CENTER FOR
TRANSPORTATION
TECHNOLOGY**
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Kenosha, WI 53144-7467
262.564.3900

**SC JOHNSON
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 - 88th Avenue (Highway H)
Pleasant Prairie, WI 53158-2216
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RACINE CAMPUS
1001 South Main Street
Racine, WI 53403-1582
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**NOTICE OF MEETING
GATEWAY TECHNICAL COLLEGE
DISTRICT BOARD**

**Organizational Meeting and Board Retreat
Monday, July 8, 2013 – 8:00 a.m.
SC Johnson integrated Manufacturing and
Engineering Technology Center (iMET)**

2320 Renaissance Blvd., Room 104, Sturtevant, Wisconsin 53177

The Gateway Technical College District Board will hold its annual organizational meeting on Monday, July 8, 2013 at 8:00 am at the SC Johnson integrated Manufacturing and Engineering Technology Center (iMET), 2320 Renaissance Blvd., Room 104, Sturtevant, Wisconsin 53177.

AGENDA FOR THE ORGANIZATIONAL MEETING

- I. Call to Order
 - A. Open Meeting Compliance
- II. Roll Call
- III. Oath of Office
- IV. Citizen Comments
- V. Election of Officers
- VI. Approval of Bid:
 - A. Bid No. 1415 Boiler Plant Upgrade, Racine Campus
- VII. Appointment of Board Representatives
- VIII. Establish Dates, Times and Locations for the 2013-2014 Board Meetings
- IX. Next Meeting Date and Adjourn

Immediately following the organizational meeting, the Gateway Technical College District Board will meet for their annual retreat. The agenda for the retreat will include the Board's goals and future strategic directions for the college. No action will be taken.

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

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Organizational Meeting

Monday, July 8, 2013 – 8:00 a.m.

SC Johnson integrated Manufacturing and

Engineering Technology Center (iMET)

2320 Renaissance Blvd., Room 104, Sturtevant, Wisconsin 53177

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

II. ROLL CALL

William Duncan	_____
Gary Olsen	_____
Bethany Ormseth	_____
Scott Pierce	_____
Neville Simpson	_____
Sheila Webber	_____
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. Oath of Office

**GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
ORGANIZATIONAL MEETING**

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

OATH OF OFFICE

Summary of Item: The following board appointees are required to take the Oath of Office:

William Duncan
Bethany Ormseth

"I, _____, swear that I will support the Constitution of the United States and the Constitution of the State of Wisconsin, and will faithfully and impartially discharge the duties of the office of Technical College District Board Member for Gateway Technical College to the best of my ability."

IV. 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.

V. Election of Officers

**GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
ORGANIZATIONAL MEETING**

Roll Call	_____
Action	_____X_____
Information	_____
Discussion	_____

ELECTION OF OFFICERS

Summary of Item: The District Board shall hold its annual organizational meeting on the second Monday in July at which it shall elect from among its members a Chairperson, Vice-Chairperson, Secretary and Treasurer. No person may serve as Chairperson for more than two (2) successive annual terms. (Source: Wisconsin Statutes, Section 38.08[3])

Procedure

The Board Chair's designee shall conduct the election by soliciting nominations from the membership.

In order for a name to be placed in nomination for the above-named offices, a motion and a second are required. The Board Chair's designee will call for the closing of the nominations and the distribution of ballots. The ballots will be tallied by the Board Chair's designee, and the results announced to the full Board.

At the conclusion of the elections, the newly elected officers will assume their duties.

Staff Designee: Bill Whyte

ELECTION OF OFFICERS

Nominations are now in order for the office of:

Chairperson

Nominations are now in order for the office of:

Vice Chairperson

Nominations are now in order for the office of:

Secretary

Nominations are now in order for the office of:

Treasurer

VI. Approval of Bid:

A. Bid No. 1415 Boiler Plant Upgrade, Racine Campus

GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Roll Call _____
Action X
Information _____
Discussion _____

BID NO. 1415 BOILER PLANT UPGRADE RACINE CAMPUS

Summary of Item: The College solicited for and received sealed bids from two (2) contractors for the Racine Campus Boiler Plant Upgrade. The contractor will provide all labor and materials for the Boiler Plant Upgrade.

Administration is recommending the base bid package with the two alternate bids contract including all labor and materials required for this project be awarded to:

Lee Heating and Cooling, Inc..
Kenosha, WI

For a Contract Value of:	\$652,170
Architect and Engineering Fees:	57,064
Reimbursable Costs	<u>500</u>
	<u>\$709,734</u>

Funding Source: FY2013-2014 Borrowing: \$6,750,000 GO Promissory Notes, Series F-2013-2014A

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 1415 Racine Campus Boiler Plant Upgrade 07-2013



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

July 01, 2013

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

Re: Racine Campus – Boiler Plant Upgrade

Dear Mr. Whyte:

As you are aware, we received construction bids for the Boiler Plant Upgrade project on behalf of Gateway Technical College on Friday, June 28, 2013 at the Administration Center on the Kenosha Campus with Judy Braun and John Thielen in attendance on behalf of Gateway, as well as myself present on behalf of Partners in Design Architects.

The Boiler Plant Upgrade project was bid as a single base bid package with two alternate bids as follows:

- Base Bid – Boiler Plant Upgrade including architectural, HVAC and electrical scope
- Alternate Bid No. 1 – To install new DDC control package on existing air handling units
- Alternate Bid No. 1A – To install new DDC control package on existing VAV boxes

Having reviewed bids with Mr. Thielen and yourself, Gateway has decided to award the Base Bid Package and both Alternates No. 1 and No. 1A to Lee Heating and Cooling, Inc. We are recommending that the College enter into a contract with Lee Heating and Cooling, Inc. to complete the Racine Campus Boiler Plant Upgrade, inclusive of both alternate bids.

Based on our bid evaluation, we further recommend that the contract value for Lee Heating and Cooling, Inc. be \$652,170.00. Gateway should also budget approximately \$57,064.00 for architectural and engineering fees as well as budget \$500.00 for reimbursable costs related to the competitive bid process and various approvals.

The contract total and fee breakdown is as follows:

Contract Value: \$652,170.00

Base Bid Package	\$ 480,100.00
Alternate Bid No. 1	\$ 48,440.00
Alternate Bid No. 1A	\$ 123,630.00

Architectural Fees: \$57,064.00

8.5% (\$652,170.00)	\$ 57,064.00
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www.pidarchitects.com

July 8, 2013

July 01, 2013

**Partners in Design
Architects, Inc.**

The overall project cost is significantly under the budgeted figure for the scope of work. It should be anticipated that unforeseen conditions will arise due to the renovation nature of the project and contingency dollars will need to be spent to remedy the issue.

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

Sincerely,



Mark A. Molinaro Jr., AIA, LEED AP

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July 8, 2013

VII. Appointment of Board Representatives

**GATEWAY TECHNICAL COLLEGE DISTRICT BOARD
ORGANIZATIONAL MEETING**

Roll Call _____
Action X
Information _____
Discussion _____

APPOINTMENT OF BOARD REPRESENTATIVES

Summary of Item: The Gateway Technical College Board Chairperson appoints a Board of Director member and committee members to the Wisconsin Technical College District Boards Association, the Gateway Technical College Foundation Board, and the Association of Community College Trustees.

APPOINTMENT OF BOARD REPRESENTATIVES

<i>Wisconsin Technical College District Boards Association</i>		
Position/Committee	2012-2013 Representative	2013-2014 Representative
Board of Directors – two year term	R. Bhatia	
Legislative Committee	G. Olsen R. Zacharias	
Program Committee	J. Trick	
Marketing, Public Relations & Awards	P. Zenner-Richards	
Human Resources Committee	L. Scherrer	
Bylaws, Policies & Procedures	R. Bhatia N. Simpson	
Interdistrict/Interagency	G. Olsen S. Pierce	
<i>Association of Community College Trustees</i>	G. Olsen	
<i>Gateway Foundation Board</i>	R. Bhatia	

VIII. Establish Dates, Times and Locations for the 2013-2014 Board Meetings

ESTABLISH DATES, TIMES AND LOCATIONS FOR BOARD MEETINGS 2013-2014

DATE AND TIME	GATEWAY DISTRICT BOARD	DISTRICT BOARD ASSOCIATION	ACCT
JULY 8, 2013 – 8:00 AM	Organizational Meeting (iMET)	Summer Meeting, July 18-20, 2013, Rice Lake, WI	
AUGUST 15, 2013 – 8:00 AM	Regular Meeting (Kenosha Campus)		
SEPTEMBER 19, 2013 – 8:00 AM	Regular Meeting (Elkhorn Campus)		
OCTOBER 24, 2013 – 8:00 AM	Regular Meeting (Kenosha Campus)		Leadership Congress October 2-5, 2013
NOVEMBER 21, 2013 – 8:00 AM	Regular Meeting (Racine Campus)	Fall Meeting/Legal Issues Seminar, November 6-8, 2013, Waukesha, WI	
DECEMBER 12, 2013 – 8:00 AM	Regular Meeting (Kenosha Campus)		
JANUARY 16, 2014 – 8:00 AM	Regular Meeting (Racine Campus)	Winter Meeting, January 16-18, 2014, Appleton, WI	
FEBRUARY 20, 2014 – 8:00 AM	Regular Meeting (Kenosha Campus)		National Legislative Summit, February 10-13, 2014
MARCH 20, 2014 – 8:00 AM	Regular Meeting (Racine Campus)		
APRIL 17, 2014 – 8:00 AM	Regular Meeting (Kenosha Campus)	Spring Meeting, April 24-26, 2014, Green Lake, WI	
MAY 5, 2014 – 7:00 PM	Public Budget Hearing (Racine Campus)		
MAY 15, 2014 – 8:00 AM	Regular Meeting (Kenosha Campus)		
JUNE 19, 2014 – 8:00 AM	Regular Meeting (Racine Campus)		
JULY 14, 2014 – 8:00 AM	Organizational Meeting (Kenosha Campus)		

IX. Next Meeting Date and Adjourn

- A. Regular Board Meeting – Thursday, August 15, 2013, 8:00 am – Kenosha
- B. Adjourn: Immediately following the organizational meeting, the Gateway Technical College District Board will meet for their annual retreat. The agenda for the retreat will include the Board's goals and future strategic directions for the college. No action will be taken.