

**NORTHWEST FLORIDA STATE COLLEGE
BOARD OF TRUSTEES**

Regular Business Meeting
November 28, 2017, 4:35 p.m.

Northwest Florida State College
Building 400, Morell Room 302
Niceville, FL

Regular Business Meeting

- I. Call to Order
- II. Approval of Agenda
- III. Public Comments
- IV. Approval of Regular Meeting Minutes, October 17, 2017 1
- V. Old Business
- VI. New Business

A. CONSENT AGENDA

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- 2. Approval of RFP 2017-2018-01 Niceville Campus Renovation/
Remodel of Building 400 Student Services Building and Remodel
of Building 310 Engineering Tech Labs 22
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- 4. Approval to Admit Students to the AS Nursing Program in Fall
and Spring 27

C. INFORMATIONAL/DISCUSSION ITEMS

1. SGA General Report
2. Johnson Controls Performance Based Contract Presentation..... 30
3. College Monthly Financial Reports 42
4. Purchases over \$65,000 Not Requiring Board Approval 45
5. Chairman's Comments
6. President's Report

D. ANNOUNCEMENTS

1. November 30 – December 2, 2017, 7:30pm each evening, **A Christmas Carol**, Sprint Theater/Gallery
2. December 6, 2017, 8 a.m., **NWFSC Foundation Board Meeting**, SSC, Bldg 400, Morell Room 302, Niceville Campus
3. December 8, 2017, 6:00 p.m., **President's Reception** (*invitation only*), Mattie Kelly Arts Center Galleries; 7:30 p.m. **NFSO Holiday Pops Concert** (*all invited*), Main Stage, Mattie Kelly Arts Center
4. December 9, 2017, 7:30p.m., **Sea Breeze Presents: Norman Brown Christmas**, Main Stage, Mattie Kelly Arts Center
5. December 12, 2017, 7:30p.m., **Jazz Ensemble – Holiday Concert**, Free, Main Stage, Mattie Kelly Arts Center
6. December 19, 2017 – January 1, 2018, **Northwest Florida State College Closed for Winter Holiday Break**. Staff will return on January 2, 2018
7. January 10, 2018, 5:30/7:30pm, **Women's and Men's Raider Basketball Conference Home Openers vs. Gulf Coast State College**, Raider Arena
8. January 16, 2018, 4:30/4:35 p.m. **Governing Board for the Collegiate High School and Board of Trustees Meetings**, SSC, Bldg 400, Morell Room 302, Niceville Campus

Minutes

Board of Trustees Meeting
 Fort Walton Beach Campus
 Building 1, Room 126
 October 17, 2017, 4:45 p.m.

Present:

Brian S. Pennington, Chairman
 William Jeff Floyd, Vice Chairman
 Shane Abbott
 Craig Barker (by phone)
 Michael M. Flynt, Sr.
 Robert Chedister
 Hayward Dykes, Board Attorney
 Dr. Devin Stephenson, President

Others present: Charlotte Flynt, District Fire Commissioner, Walton County; Randy White, VP for Administrative Services; Cristie Kedroski, VP for College Advancement; Nathaniel Slaton, VP for Student Success; Pauline Anderson, Dean, Research, Analytics, and Planning; Stephanie Pettis, Director of Strategic Communications; Deb Fontaine, Chair, Communications, English, and Social Science; Anthony Boyer, Principal, Collegiate High School; Roberta Mackey, Director, Human Resources; Cole Allen, CIO, Information Technology; Sam Jones, Facilities Director; Janice Henderson, Director, Learning Resources Center; Jeanette Shires, Director, Mattie Kelly Arts Center; Sam Hill, Student Life Specialist; Ann Southard, Dean, General Education and Online Learning; Michael Lucchesi, Director of Grant Development; Ross Hamilton, Director of Community Education; John Rickard, Director, Physical Plant; Dennis Sherwood, Dean, Career and Technical Education; Dedria Lunderman, Director, Purchasing; Dedria Price, Interim Director, Instructional Technology & Online Education; Patrice Williams-Shuford, Director, Sikes Center; Julie Cotton, Director, Fort Walton Beach Campus; Wanjiku Jackson, Director, Business and Computer Sciences; Shandra DeJournette, Admissions Specialist, Student Success; Kelsey King, Coordinator, Strategic Communications; Drew Bowman, Coordinator, Strategic Communications; Carly Cory Perkins, IT Technology Service Delivery Manager; Donald Weese, IT Technology Support Specialist; Carly Herrera-McClelland, President, SGA; Samantha Sunthorn, Legislative Liaison, SGA; Julie Schrod, Executive Assistant to the President; Media: Mike Griffin, Bay Beacon

Call to Order

Brian S. Pennington, Chairman

Approval of Agenda

The Board of Trustees unanimously approved the Agenda. (Motion: Chedister; Second: Flynt; Voted For: Pennington, Floyd, Abbott, Barker – by phone, Flynt and Chedister).

Approval of Minutes The Board of Trustees unanimously approved the Board of Trustees Workshop Meeting Minutes of September 19, 2017, as presented (Motion: Floyd; Second: Abbott; Voted For: Pennington, Floyd, Abbott, Barker – by phone, Flynt and Chedister).

The Board of Trustees unanimously approved the Regular Meeting Minutes of August 15, 2017, as presented (Motion: Floyd; Second: Abbott; Voted For: Pennington, Floyd, Abbott, Barker – by phone, Flynt and Chedister).

CONSENT AGENDA

The Board of Trustees unanimously approved the following item on the consent agenda (Motion: Flynt; Second: Floyd; Voted For: Pennington, Floyd, Abbott, Barker – by phone, Flynt and Chedister):

- Personnel Agenda
- Dalpar Lease Termination
- Resolution to Affirm Support to Students Displaced by Hurricane Maria
- Retirement Resolution: Cecelia Rivers
- Grants Development Listing

INFORMATIONAL/DISCUSSION ITEMS

Custodial/Grounds December Paychecks The Board members were presented with the the Administration’s recommendation to pay current custodial and grounds maintenance employees through the end of December 2017. The Board members agreed that it was acceptable to pay the current custodial and grounds maintenance employees through the end of December 2017.

Strategic Plan 2017-2020 The Board members were each given Strategic Plan 2017-2020 Campaign items, which included a booklet, bookmark, branded candy bar, and branded water bottle. These items will be issued to all faculty and staff on November 13, 2017, at which time each department will begin to align their functional area and personnel goals to

those set forward in the Strategic Plan 2017-2020.

College Financial Reports	The Board members reviewed the College's monthly Statement of Revenues and Expenses and Investment Report for September 2017 as presented.
Foundation Financials	The Board members reviewed the Foundation's Statement of Financial Position, the Statement of Activities and the Investment Report as of August 31, 2017 as presented.
Chairman's Comments	Chairman Pennington commended President Stephenson and the NWF State staff on the new Strategic Plan 2017-2020, as he believes it will propel the College to new heights.
President's Report	President Stephenson updated the Board of Trustees on the current search for NWF State College's next Vice President for Teaching and Learning. The screening committee narrowed the pool of 155 applicants down to 12 semi-finalists who would each have a Skype interview. Finalists will have half-day on-campus interviews in early November.

President Stephenson provided the following report:

- August 22, attended the Legislative Wrap-Up Breakfast hosted by the Emerald Coast Association of Realtors
- August 24, NWF State College enrolled its largest Associate in Nursing Class comprised of 156 future nurses
- August 29, was recognized as a Florida Public Relations Association, Person of the Year Nominee
- Sep 1, attended the NWF Foundation Board installation and reception
- September 7, welcomed four French exchange students from the Institute of Technology in La Roche-sur-Yon, France, who will study in our BAS program in Project Management

- September 12, spoke at the Fort Walton Beach Kiwanis Club
- September 14, hosted a President's Circle Luncheon
- September 14, NWF State College was named in the top 10 (ninth) most affordable BSN degrees in Florida for 2017
- September 14, CHS Students, Kai Hall and Allison Keen, were named National Merit Scholarship semi-finalists
- September 19, welcomed this year's Leadership Okaloosa Class
- September 2017, attended the ACCT Leadership Congress
- October 1-3, presented a Talent Talk at the 2017 Gulf Power Symposium
- October 3-5, attended the Florida College System Innovation Conference & Council of President's Meeting
- October 10, NWF State College hosted a Triumph Gulf Coast Board Meeting
- October 11, was named in the 2019 Aspen Prize Top 150 for community college excellence
- October 12, welcomed local area guidance counselors to NWF State College
- October 13, hosted and spoke at the NWF State College Retiree Luncheon

AROUND THE ROOM

Trustee Abbott

Mr. Abbott encouraged President Stephenson along with the Faculty and Staff at Northwest Florida State College to keep up the good work.

- Trustee Flynt Mr. Flynt thanked the Board members for their kind wishes during his absence and is thankful to be back. He is reinvigorated by the direction the College is taking.
- Trustee Floyd Mr. Floyd thanked Ms. Julie Cotton, Director, Fort Walton Beach Campus, for coordinating the 25th Anniversary Celebration of the Fort Walton Beach Campus and for hosting the Board of Trustees meeting.
- Trustee Barker Mr. Barker welcomed Mr. Flynt back to the Board table. He commended President Stephenson for his diligence toward legislative affairs as a means to advance the College. He is enthused by the Strategic Plan 2017-2020 presentation and offers his full support.
- Trustee Chedister MG (ret) Chedister announced to the Board of Trustees that he has taken employment in Colorado Springs, CO and is resigning from the Northwest Florida State College Board of Trustees effective November 28, 2017. He has thoroughly enjoyed being a Trustee and making Northwest Florida State College a better institution than when he started.

ADJOURNMENT: The meeting adjourned at 5:30 p.m.

Dr. G. Devin Stephenson, President
Northwest Florida State College
And Corporate Secretary

Brian S. Pennington, Chairman
Board of Trustees
Northwest Florida State College

Please note: Please be advised that if any person decides to appeal any decisions made by the Board of Trustees with respect to any matter considered at the above referenced meeting, a record of such proceedings will be needed, and for such purposes, it may be necessary to ensure the verbatim record of such proceedings.

Memo

To: Board of Trustees
From: Dr. Devin Stephenson, President
Date: November 28, 2017
Re: Personnel Agenda

Attached is the current Personnel Agenda for your review and approval.

DS:js

RECOMMENDATION: The Board of Trustees approves the Personnel Agenda, as presented.



President

11/28/2017

Date

**NORTHWEST FLORIDA STATE COLLEGE
PERSONNEL ACTIONS**

11/17

FULL-TIME EMPLOYMENT

<u>Name:</u>	<u>Position:</u>	<u>Effective Date(s):</u>
Boxen, Jennifer	Librarian - Educational Services	11/13/2017
Castro, Edwin	Supervisor of Plant Operations (HVAC)	11/13/2017
Chavez, Anthony	Office Specialist I - Admissions Specialist	11/06/2017
Frazier, Kenneth	Temporary Institutional Research Analyst	11/13/2017
Goss, Jeremy	Director - Professional & Workforce Training	12/01/2017
Precht, Jennifer	Office Specialist I - Academic Affairs	10/02/2017

REASSIGNMENTS

Morris, Jeremy	EMS Lead Instructor	10/01/2017
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RESIGNATIONS

Albers, Tammy	PT Student Life Program Assistant	11/07/2017
Devine, Dennis	Custodial Worker	10/05/2017
Goodwin, Virginia Laurel	Office Specialist I - Human Resources	11/27/2017
Mattingly, Parker	PT CBA Ecology Technician	09/25/2017
Mesta, Kwang	Custodial Worker	10/25/2017
Monte, Brandon	Custodial Worker	10/06/2017
Odom, Jonathan	Custodial Worker	10/20/2017
Wherrett, Michael	Custodial Worker	11/01/2017
Wood, David	Custodial Worker	11/16/2017

RETIREMENT

Rivers, Cecelia	Professor - Social Science	11/02/2017
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PERSONNEL ACTIONS
PAGE 2

PART-TIME EMPLOYMENT

<u>Name:</u>	<u>Position:</u>	<u>Effective Date(s):</u>
Bowden, Amy	Teacher Ed. Development Training	8/21/2017 - 12/15/2017
Briant, Amanda	CBA Education Technician	10/01/2017 - 06/30/2018
Coffey, Andrew	Math Lab Tutor	09/20/2017 - 12/17/2017
Cogswell, Jamie	CBA Ecology Technician	10/01/2017 - 06/30/2018
Foster, Donna	CASC Lab Assistant	10/16/2017 - 12/09/2017
Gray, Richard	MKEI Environmental Technician	10/02/2017 - 06/30/2018
Jean, Alison	CBA Education Technician	10/01/2017 - 06/30/2018
Miller-Jakaitis, Erica	CASC Lab Assistant	10/11/2017 - 12/09/2017
Moore, Chadley	Campus Safety Specialist	10/20/2017 - 06/30/2018
Pineda, Erin	CASC Tutor	10/16/2017 - 12/09/2017
Roberts, Mellie	Campus Safety Specialist	10/20/2017 - 06/30/2018
Thompson, LaTrell	CBA Ecology Technician	10/01/2017 - 06/30/2018
Timbs, Riley	CBA Ecology Technician	10/01/2017 - 06/30/2018
Ullo, Patricia	LRC Staff Assistant	10/30/2017 - 06/30/2018

RESOURCE POOL FOR TEACHING:

<u>Name:</u>	<u>Department/Area:</u>	<u>Qualifications:</u>
Bailey, Jeff	EMS/PCE	Master's - Public Health
Garner, Mary	Allied Health Nursing	M.S. - Public Health M.S. - Nursing M.S. - Public Administration Healthcare Management

RESOURCE POOL FOR TEACHING (CONT):

<u>Name:</u>	<u>Department/Area:</u>	<u>Qualifications:</u>
Guy, Olga	Continuing Education	Taught Spanish For Over 17 Years
Lloyd, Gregory	EMS/PCE	Firefighter Instructor
Mahar, Tiffany	EMS/PCE	Bachelor's - Nursing
Rezmer, Barbara	Continuing Education	Certified Tai Chi Instructor For 10 Years
Richter, John	Mathematics	Bachelor's - Electrical Engineering Master's - Aerospace Engineering
Strickland, Marc	Continuing Education	Extensive Background in Genealogy and Computer Programs For Searching Family History
Vu, Joshua	Business and Computer Technology	Bachelor's - Electrical Engineering Master's - Electrical Engineering

Memo

To: Board of Trustees
From: Devin Stephenson
Date: November 28, 2017
Re: Deletion of Courses 5 years or older

In accordance with Florida Statute 1007.24, and Board Policy #AA 41.00, Deletion of Courses, the College is required to annually review the courses in the catalog and to delete those courses that have not been offered during the preceding five (5) years. A list of those courses requested to be deleted is attached, as well as courses that have been inactivated in the previous year. Courses which the institution plans to offer in the next five (5) years may be retained.

SLJ/keI

RECOMMENDATION:

The Board of Trustees approves inactivation of courses from the catalog master file that have not been offered during the preceding five (5) years, including courses that have been inactivated in the previous year as submitted.



President

11/28/17

Date

Courses not taught in the past 5 years - 201720

Last Term Offered	Course ID	Course Title	Effective Term	Credit Type	Course Status
20042	CTS2445	ADVANCED ORACLE	20112	2	ACTIVE
20081	DAA2220	POINTE	20081	1	ACTIVE
20111	DAA2930	DANCE-SP TOPICS	20081	1	ACTIVE
20111	DSC1004	INTRO TO NRP & NIMS	20071	2	ACTIVE
20092	EDF3911	IND RESRCH TEACH ED	20092	1	ACTIVE
20073	EEC2930	CHILD DEV SEMINAR	20131	2	ACTIVE
20111	ETD2395C	ARCH DESKTOP FOR ARC	20061	2	ACTIVE
20102	GEO1200C	PHYSICAL GEOGRAPHY	20071	1	ACTIVE
20101	GRA2142C	WEB DESIGN I	20101	2	ACTIVE
20102	MUM2600L	RECORDING LAB	20091	1	ACTIVE
20062	MUN2211	NWFSC SYM ORCH II	20101	1	ACTIVE
20111	NUR3905C	IND STDY-CLC: RN-BSN	20101	1	ACTIVE
20103	PAD4940	INTERN: PUBLIC SVC	20111	1	ACTIVE
20072	PHY1020L	PHYSICAL SCIENCE LAB	20032	1	ACTIVE

Courses not taught in five years (since 20131)

Course Title	Course ID	STATUS
Educational Psychology	EDP2002	A
Debate & Discussion	SPC2511	A
Directed Work Study-Biology	BSC2946	A
Learning & Devlp Adolescent	EDF3131	A
Dance-Special Topics	DAA1932	A
Dance-Special Topics	DAA1932A	A
Jazz Workshop	MUN1711	A
Music-Special Topics	MUS1931	A
Intro Jazz Theory Arranging	MUT2351	A
Classical Guitar	MVS1111	A
Interpersonal Skills I	CJK0100	A
Interpersonal Skills II	CJK0101	A
Correctional Operations	CJK0102	A
Law Enf Aux Intro	CJK0240	A
Law Enf Aux Patrol & Traffic	CJK0241	A
Law Enf Aux Investigations	CJK0242	A
Legal I	CJK0270	A
Legal II	CJK0285	A
Communications	CJK0286	A
Correctnl Emerg Preparedness	CJK0480	A
Public Policy in Emergency Mgmt	FFP1880	A
Independ Study: Emerg Mgmt	FFP2905	A
Ind Stdy Mil Sci & Leadership	MSL2905	A

Memo

To: Board of Trustees
From: Dr. Devin Stephenson, President
Date: November 28, 2017
Re: Grants Development Listing

A status report of the College's current grants development listing is attached for your review and approval.

DS:ml

RECOMMENDATION: The Board of Trustees approves the Grants Development Listing, as presented.



President

11/28/17

Date

Grants Development Listing

Grants Activities in Academic Year 2017-2018

#	Status	*KEY GRANTS in CONSIDERATION	Closing Date	Agency	Opportunity Number
1	In Writing	Triumph Gulf Coast - Centers of Excellence (Trifecta)	TBD	Triumph Board	Pre-Application Submitted 11/08/2017
2	Planning Phase	Department of Education, Title III - Strengthen Institutional Program	04/01/19	DOE	Awaiting Application
#	Date Submitted	GRANTS SUBMITTED	Project Begin Date	Project End Date	Total Amount Requested
1	7/13/2017	CBA: Impact 1000 - Waterway on Wheels	12/01/17	06/30/18	\$102,000.00
2	8/24/2017	Florida Job Growth - Workforce Training (Industrial Mechanic, Unmanned Systems, and Employability skills)	01/01/18	12/31/18	\$1,952,184.80
3	8/28/2017	Lockheed Martin - Unmanned Systems equipment	01/15/18	09/30/18	\$2,000.00
4	9/14/2017	Gulf of Mexico Co-Alliance - Gulf Star grant (CBA and MKEI)	10/01/17	09/30/19	\$111,407.13
5	9/18/2017	Air Force Research Lab - Mathematics event	03/01/18	09/28/18	\$3,950.00
Total Funds Requested					\$2,171,541.93
#	Index	GRANTS and CONTRACTS AWARDED	Project Begin Date	Project End Date	Total Award Amount
1	210918	NSF: Recruiting Impassioned STEM Educators (RISE): Robert Noyce Teacher Scholarship Program-(subaward) FY 2017-2020	04/01/17	03/31/20	\$22,436.00
2	212718	FDLE Trust Fund FY 2017-2018	07/01/17	06/30/18	\$59,404.50
3	212218	Carl D. Perkins Career Technical Education Postsecondary FY 2017-2018	07/01/17	06/30/18	\$238,734.00
4	212318	Carl D. Perkins Rural and Sparsely Populated FY 2017-2018	07/01/17	06/30/18	\$43,841.00
5	213118	AEFL Adult General Education: Geographical Okaloosa FY 2017-2018	07/01/17	06/30/18	\$230,674.00
6	213218	AEFL Adult General Education: Geographical Walton FY 2017-2018	07/01/17	06/30/18	\$135,387.00
7	213818	AEFL English Literacy/Civics Education-Okaloosa FY 2017-2018	07/01/17	06/30/18	\$37,827.00
8	213818	AEFL English Literacy/Civics Education-Walton FY 2017-2018	07/01/17	06/30/18	\$27,258.00
9	216018	AmeriCorps NWF Environmental Stewards FY18	08/01/17	07/30/18	\$179,790.00
10	259010	A Breath of Fresh Air: Take A Stand (Truth Innovative) Year 3	04/01/17	12/31/17	\$5,000.00
11	2W0001	CBA: Water Quality Improvements to Enhance Fisheries Habitat in the Lower Choctawhatchee River Basin - Phase 1 Florida Department of Environmental Protection (FDEP TSS Monitoring)	03/01/17	03/31/19	\$17,504.28
12	2W0012	CBA: USFWS Coastal Program Living Shorelines and Invasive Species Removal Modification #3 (Living Shoreline II) F14AC00622-0002-000	08/16/15	12/31/18	\$17,000.00

13	2W0018	CBA: USFWS Panhandle Coastal Program (Living Shoreline III) Choctawhatchee Bay Restoration and Education F14AC00622-0003-000	07/14/16	12/31/19	\$19,500.00
14	2W0019	CBA: National Fish and Wildlife Foundation Five Star and Urban Waters Restoration Grant: Populating Oyster Reefs in Choctawhatchee Bay (Southern Company and USEPA)	07/01/16	06/30/18	\$39,992.37
15	231052	Okaloosa School District: DoDEA Science Project (Contract for grant evaluator) Year 4	08/12/17	07/30/18	\$11,970.00
16	2W0001	CBA: Three Rivers Resource Conservation and Development Council Contract Phase 2 - Bay Flats	07/01/16	12/30/17	\$60,056.68
17	2W0001	CBA: Three Rivers Resource Conservation and Development Council Contract Phase 1 - Alaqua	04/01/16	12/30/17	\$59,913.98
18	2W0001	Eglin AFB Cultural Resources Management/Eglin Main Contract W9128F-12-2-002 Task Order CR-16-0005	12/14/16	11/19/17	\$68,183.00
19	2W0001	Eglin AFB Cultural Resources Management/Alaqua Area B Contract W9128F-12-2-002 Task Order CR-16-0004	12/14/16	11/19/17	\$30,555.70
Total Funds Awarded					\$1,305,027.51
#	Date Rejected	Grants not Awarded (Rejected)	Reason		Total Amount Requested
1	07/02/17	AEFL Corrections Education: Walton County Jail FY 2017-2018	Did not meet cut-off score		\$100,000.00
2	07/02/17	AEFL Corrections Education: Okaloosa County Jail FY 2017-2018	Did not meet cut-off score		\$74,440.00
3	7/6/2017	American Welding Society Welder Workforce Grant (expand welding stations)	Not Selected-No Feedback provided		\$25,000.00
Total Funds not received					\$199,440.00

*Grants in consideration are not all inclusive and only list the high value efforts the college is pursuing.

Memo

To: Board of Trustees
From: Dr. Devin Stephenson, President
Date: November 28, 2017
Re: Board Resignation Resolution: Robert "ChedBob" Chedister

Gen. Robert "ChedBob" Chedister is seeking resignation from the Northwest Florida State College Board of Trustees due to employment relocation after serving since April 2016.

DS:js

RECOMMENDATION: The Board of Trustees approves the Resolution honoring the resignation of ChedBob Chedister, as presented.



President

11/28/17

Date

Resolution No. FY #17-11
Honoring

Major General (ret) Robert “ChedBob” Chedister

Member, District Board of Trustees
April 19, 2016 – November 28, 2017

WHEREAS, Major General (ret) Robert “ChedBob” Chedister served as a trustee of Northwest Florida State College from April 19, 2016 through November 28, 2017; and,

WHEREAS, Major General (ret) Robert “ChedBob” Chedister served on the Facilities Committee in 2016 and 2017; was an active member of both the 2016 and 2017 President’s Circle and was an encouraging presence at major College functions; and,

WHEREAS, Major General (ret) Robert “ChedBob” Chedister, during his service, provided both leadership and support for major college initiatives such as the hiring of Northwest Florida State College’s fourth President, Dr. Devin Stephenson; and was an integral member of the Strategic Planning Committee that formulated the goals and strategic initiatives which will lead NWF State College through 2020; and his guidance was instrumental in positioning the College for future Performance Based Funding gains; and,

WHEREAS, Major General (ret) Robert “ChedBob” Chedister constantly provided enthusiastic support and leadership to support the college mission; and, was always willing to share experiences from his career in the Air Force; and,

THEREFORE BE IT HEREBY RESOLVED, that the District Board of Trustees extends appreciation for his service and his enthusiastic, spirit-filled love for students, faculty, staff, community, and his fellow trustees; and,

BE IT FURTHER RESOLVED, that Major General (ret) Robert “ChedBob” Chedister be invited to attend future college events and encouraged to continue his association with Northwest Florida State College.

Adopted in Regular Session this 28th day of November, 2017.

Board of Trustees
Northwest Florida State College

Attest:

Dr. Devin Stephenson, President
And Corporate Secretary

Brian S. Pennington, Chair

Memo

To: Board of Trustees
From: Devin Stephenson
Date: November 28, 2017
Re: Selection of Architectural Design Services Firm

On November 7, 2017, the Architectural Design Services Firm Selection Committee, comprised of Board of Trustee Chairman, Mr. Brian Pennington, selected staff (Sam Jones, Ozzie Falk, and Katherine St. Onge) selected three proposals out of a total of seven to make presentations to the committee. A list is attached identifying these firms.

On the afternoon of November 15th, the three short-listed firms made presentations to the selection committee. At 4:00 PM that same afternoon, the selection committee met with the purpose of ranking the three firms. After consideration all information available (written proposals, reference checks and presentations), the committee voted and ranked the firms as follows:

1. Bay Design Associate Design Services, PL
2. Florida Architects. Inc.
3. STOA Architects

RECOMMENDATION:

The Board of Trustee approve the ranking of the top firm in accordance with the Section 287.055, Florida Statutes.

Bay Designs Associate Design Services, PL

And authorize the Northwest Florida State College President to negotiate terms and contract with the first firm. If a contract can be reached, the President is authorized to negotiate terms with the second and third firms, if necessary.



President

11/27/17

Date



RFQ 2017-2018 01 Architectural Design Services

Bid Opening: Thursday, November 2, 2017 @ 2:00 PM CST

Oral Presentations: Wednesday, November 15, 2017

Building 410/ Conference Room 118

	Company	Proposed Project Team, Staff Functions 30	Project experience, approach methodology 30	Knowledge NWFSC Design & Construction Standards 20	Time & Budget 10	Support of NWFSC Mission 10	Combined Committee Total
1	Bay Design Associate Architectural Design Services, PL Pensacola, FL	120	116	80.0	40	40	396
2	Florida Architects, Inc. Panama City, FL	119	117	75	37	37	385
3	STOA Architects Pensacola, FL	116	113	74	35	37	375

RFQ 2017-2018 01 Architectural Design Services

Written Proposal Evaluations - Short List
November 7, 2017

	Company	Project Compatibility 5	Distance from College 5	Diversity 10	Firm's Professional Experience Profile 30	Related Experience 30	LEED Certified Projects 10	Contract Work NWFSC 5	Disputes Litigations Defaults 5	Total
1	Bay Design Associate Architectural Design Services, PL Pensacola, FL	18	15	34.5	110	101	34	15	20	347.50
2	Caldwell Associate Architects, Inc. Pensacola, FL	19	14	10	101	105	36	5	14	304
3	Florida Architects, Inc. Panama City, FL	17	12	25	100	100	38	5	20	317
4	STOA Architects Pensacola, FL	16	15	38	98	94	36	5	17	319
5	Sam Marshall Architects Pensacola, FL	19	15	10	104	109	24	11	20	312
6	Townes & Architects Pensacola, FL	8	15	10	80	40	25	5	20	203
7	VBA Design, Inc. Panama City, FL	10	11	40	77	62	-	5	20	225

RFQ 2017-2018 01 Architectural Design Services Short List:

1. Bay Design Associate Architectural Design Services, PL
2. STOA Architects
3. Florida Architects, Inc.

MEMORANDUM

TO: Dr. Devin Stephenson
FROM: Sam Jones
Facilities Director
DATE: November 17, 2017
SUBJECT: RFQ Evaluation Committee Recommendation
RFQ 2017-2018 01 Architectural Design Services

Proposals were received as follows:

- Bay Design Associate Architectural Design Services, PL
- Caldwell Associate Architects, Inc.
- Florida Architects, Inc.
- STOA Architects
- Sam Marshall Architects
- Townes & Architects
- VBA Design, Inc.

Recommendation: The Evaluation Committee will recommend the following firm for Architectural Design Services to the Board of Trustees of Northwest Florida State College for review and approval. This recommendation is not final until the Board of Trustees of Northwest Florida State College review this recommendation and take action.

Bay Design Associate Architectural Design Services, PL



Director of Purchasing

11/17/17

Date

Memo

To: Board of Trustees
From: Devin Stephenson
Date: November 28, 2017
Re: Selection of Construction Management Firm for Niceville Campus Renovation and Remodel of Buildings 400 and 310

On November 7, 2017, the Construction Management Firm Selection Committee, comprised of Board of Trustee Chairman, Mr. Brian Pennington, selected staff (Sam Jones, Ozzie Falk, and Katherine St. Onge) selected three proposals out of a total of five to make presentations to the committee. A list is attached identifying these firms.

On the morning of November 14th, the two of the three short-listed firms made presentations to the selection committee. At 1:00 PM that same afternoon, the selection committee met with the purpose of ranking the three firms. After consideration all information available (written proposals, reference checks and presentations), the committee voted and ranked the firms as follows:

1. Ajax Building Corporation
2. Greenhut Construction Company, Inc.
3. Childers Construction Company*

*Childers Construction did not attend oral presentation.

RECOMMENDATION:

The Board of Trustee approve the ranking of the top firm in accordance with the Section 287.055, Florida Statutes.

Ajax Building Corporation

And authorize the College President to negotiate terms and contract with the first firm. If a contract can be reached, the President is authorized to negotiate terms with the second firm, if necessary.



11/28/17

President

Date



RFP 2017-2018 01 Niceville Campus Ren/Rem of Buildings 400 and 310

Bid Opening: Tuesday, October 31, 2017 @ 2:00 PM CST
 Evaluating Proposals: Tuesday, November 7, 2017 @ 2:00 PM CST
 Administrative Services/Purchasing Conference Area

	Company	Project Experience 20	Firm Experience 20	Proposed Team 15	Financial Strength & Bonding 15	Methodology 15	Approach to Project 15	Total Score
1	Ajax Building Corporation Crestview, FL	80	77	59	60	60	57	393
2	Childers Construction Company Tallahassee, FL	68	71	43	53	59	56	350
3	D&B Builders, Inc. Molina, FL	41	40	40	6	35	32	194
4	Greenhut Construction Company, Inc. Pensacola, FL	64	70	51.5	56	59	54	354.50
5	Lord & Sons Construction, Inc. Ft. Walton Beach, FL	57.00	56.00	44.00	51.50	58.00	55.00	321.50

RFP 2017-2018 01 Architectural Design Services Short List:

1. Ajax Building Construction
2. Childers Construction Co.
3. Greenhut Construction Company, Inc.



RFP 2017-2018 01 Niceville Campus Ren/Rem of Buildings 400 and 310

Bid Opening: Tuesday, October 31, 2017 @ 2:00 PM CST

Oral Presentations: Tuesday, November 14, 2017

Building 410/Conference Room 118

Company	Proposed Project Team 30	Firm's Experience and Qualifications 30	Project Delivery 30	Combined Committee Scores
Ajax Building Construction Crestview, FL	119	115	118	352
Childers Construction Co * Tallahassee, FL	0	0	0	0
Greenhut Construction Company, Inc. Pensacola, FL	110	111	108	329

* Company did not attend oral presentation

MEMORANDUM

TO: Dr. Devin Stephenson
FROM: Sam Jones
Facilities Director
DATE: November 17, 2017
SUBJECT: RFP Evaluation Committee Recommendation
RFP 2017-2018 01 Niceville Campus Ren/Rem of Building 400 and 310

Proposals were received as follows:

- Ajax Building Construction
- Childers Construction Co.
- D&B Builders
- Greenhut Construction Company, Inc.
- Lord & Sons Construction

Recommendation: The Evaluation Committee will recommend the following firm for Niceville Campus Ren/Rem of Building 400 and 310, to the Board of Trustees of Northwest Florida State College for review and approval. This recommendation is not final until the Board of Trustees of Northwest Florida State College review this recommendation and take action.

Ajax Building Construction



Director of Purchasing

11/17/17

Date

Memo

To: Board of Trustees
 From: Devin Stephenson
 Date: November 28, 2017
 Re: New Academic Programs for Fall 2018

New program offerings which differ substantively from existing programs require external approval from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Pending board action, the College will submit the appropriate paperwork to SACSCOC to request approval to offer the following programs beginning Fall 2018.

Program/Certificate:	Program Length
Associate of Science (AS) in Culinary Management	60 credit hours
<ul style="list-style-type: none"> • Chef's Apprentice (CCC) 	12 credit hours
<ul style="list-style-type: none"> • Culinary Arts (CCC) 	36 credit hours
<ul style="list-style-type: none"> • Culinary Arts Management Operations (CCC) 	18 credit hours
Associate of Science (AS) in Unmanned Vehicle Operations	60 credit hours
Post-Secondary Adult Vocational (PSAV) in Natural Gas Operations and Distribution	1220 clock hours

SLJ/keI

RECOMMENDATION:

The Board of Trustees approves the above new programs be submitted to Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).



 President

11/28/17

Date

Memo

To: Board of Trustees
From: Devin Stephenson
Date: November 28, 2017
Re: Admit Students into the AS Nursing Program in Fall and Spring

Northwest Florida State College is requesting approval to admit students into the AS Nursing Program twice/year (Fall and Spring). This proposal allows the College to significantly increase capacity, balances the numbers of students in each level of the program, and enables faculty to consistently teach in the same level while maximizing their effectiveness thus creating a higher degree of excellence in each course.

It will be important to inform our stakeholders (applicants, clinical facilities, and the public) that while we will be decreasing the number of selectees each fall, we will be increasing the overall number of selectees for the academic year. (Fall 2016 - 54 selectees; Fall 2017 – 60 selectees; Fall 2018/Spring 2019 and thereafter – 72 selectees)

For the size of our program, classroom space, lab space, and the number of nurses in clinical facilities available to precept students during their practicum, 60 students in one level presents a challenge. The proposed numbers will enable us to maintain quality and continue to be the best.

Key points (please see attached chart):

- There will be a temporary drop in the number of graduates (AY2020) because those who are admitted in Spring 2019 won't graduate until Fall 2020 (counted in AY2021 graduation numbers).
- There will be a temporary drop in FALL enrollment until the plan unfolds completely. However, there will be a consistent increase in SPRING enrollment.
- Overall capacity numbers will continue to increase because of the increase in the number of admissions, up to 43% increase from our average total enrollment prior to this year (32% using predicted attrition figures).
- Number of graduates will ultimately increase by 28% from number of graduates this year (24% using predicted attrition figures).

RECOMMENDATION:

The Board of Trustees approves Northwest Florida State College to admit students into the AS Nursing Program twice/year (Fall and Spring).



President

11/28/17

Date

AS-Nursing: Proposal to change to twice/year admissions

AY 2018					
Fall 2017		Spring 2018		Totals	Projected Attrition
NP1	60	NP1	N/A	Total capacity:	5%
NP2	21	NP2	60	291	(15 for year)
NP3	51	NP3	24		
NP4	24	NP4	51	# of graduates:	Projected # of grads:
	156		135	75	71
AY 2019					
Fall 2018	Capacity	Spring 2019	Capacity	Totals	*Possible Attrition
NP1	36	NP1	36	Total capacity:	8%
NP2	24	NP2	40	304	(24 for year)
NP3	60	NP3	24		
NP4	24	NP4	60	# of graduates:	Projected # of grads:
	144		160	84	77
AY 2020					
Fall 2019	Capacity	Spring 2020	Capacity	Totals	*Possible Attrition
NP1	36	NP1	36	Total capacity:	8%
NP2	48	NP2	48	320	(25 for year)
NP3	40	NP3	48		
NP4	24	NP4	40	# of graduates:	Projected # of grads:
	148		172	64	59
AY 2021					
Fall 2020	Capacity	Spring 2021	Capacity	Totals	*Possible Attrition
NP1	36	NP1	36	Total capacity:	8%
NP2	48	NP2	48	360	(29 for year)
NP3	48	NP3	48		
NP4	48	NP4	48	# of graduates:	Projected # of grads:
	180		180	96	88

Average Fall Enrollment:

AY2015, 2016 & 2017 – 135 total; 60 for NP3 & 4

Average # of Graduates:

AY2015, 2016 & 2017 - 55

Fall enrollment 2017 – 156 (increase of 15.6%); 75 in NP3 & 4

Increase in enrollment: NP1 increase of 11%

Increase in retention (NP3 & 4) increase of 25%

Average Total Enrollment:

AY2015, 2016 & 2017 – 251

Average Attrition:

AY2015 & 2016– 9%

AY2017 – 4.5%

(Accounting for readmits)

Projected Attrition:

AY2018 – 5%

(Accounting for readmits)

Projected Total Capacity (Enrollment Potential):

AY2018 – 291 (16% increase from prior 3-year average)

AY2019 – 304 (4% increase from previous year; 21% increase from avg prior to AY2018)

AY2020 – 320 (5.3% increase from previous year; 27.5% increase from avg prior to AY2018)

AY2021 – 360 (12.5% increase from previous year; 43.4% increase from avg prior to AY2018)

*Includes possibility of not filling LPN to RN/Paramedic to RN seats

Memo

To: Board of Trustees
From: Dr. Devin Stephenson, President
Date: November 28, 2017
Re: Johnson Controls Performance Based Contract Presentation

Northwest Florida State College is providing the Board with a presentation on the Johnson Controls Performance Based Contract. There will be a follow-on Project Update Presentation offered by Johnson Controls for Board review.



**NORTHWEST FLORIDA
STATE COLLEGE**

**Proposal For A Performance Based
Contract
BOARD OF TRUSTEES**

Nov 28, 2017

**Randall White
Vice President of Administration/CFO**

What Are The Issues?

- ~\$40M in Deferred Maintenance Accumulated
 - Only Receive ~\$750K Per Year in PECO General Rem/Ren
 - Get Even Less in Fund One Maintenance Dollars
- Infrastructure Projects Rarely Are Funded By Legislature
 - Project Point Scores Are Low For These Types of Projects
- Some Big Items Are At A Critical Stage
 - Central HVAC Systems Are 25 Years Old On Average
 - Five Main Buildings On Niceville Campus Have Air Handlers That Were Installed In 1967 – 50 Years Ago
 - No Parts Available For These Systems – When A Cooling Tower Goes Down It May Be Down For Months Before Parts Can Be Found And Installed
 - We Currently Have One Unit Down Waiting On An O-Ring – 2 Months!
- Represents An Unfunded Liability of Over \$9 Million Since All Equipment is Fully Depreciated

What Are The Issues?

- We are Exceeding Capacity Of Our HVAC Systems And Need To Expand (15K Ton Capacity Currently, Need Over 20K Ton Capacity)
- Safety Issues – Main Electrical Power Comes Through This Area, Which Also Houses Our Boilers For Heating
 - Not Compliant With Current Code
- Systems Are Extremely Inefficient Compared to New Equipment
 - Current Systems Run At 100% Capacity – New Systems Would Be Variable Depending On Load And Could Run As Low As 10% When Loads Are Low
 - New Units Would Bring 40% Savings Over Current Systems
- FWB Systems Are Original To The Campus – 25 Years
- Also Would Get Uniform, Upgraded LED Lighting Throughout All Campuses, Indoors and Outdoors
 - Would Improve Safety, Appearance, And Quality of Life

3

What Are The Issues?

- Window Replacement Of As Many Buildings As Possible – From Single Pane to Hurricane Glass
 - Window Curtain Walls Would Significantly Upgrade/Modernize The Appearance Of Buildings Across the Campus
- All Roofs Will Be Replaced on the FWB Campus
 - They Have Leaked Since Installation 25 Years Ago
- Many, Many Other Improvements And Repairs That We Have No Ability To Achieve Any Other Way

4

Why Now?

- Interest Rates Are At Historic Lows (this project would be at 2.65% interest)
- We Have The Potential For a Catastrophic Failure Of Our HVAC Systems That Would Take A Campus Down For a Semester Or more
- We Can Use The Hot/Cold Water Loop PECO Funding (\$3M) As Seed Money For This Entire Project
- We Can't Go On With a "Band Aid" Approach Anymore
 - We Must Replace Significantly Aging Systems Across Multiple Campuses

5

What Is The Proposed Solution?

- A "Performance Based Contract"
- Florida Statute 489.145 Lays Out Requirements For This Type of Contract

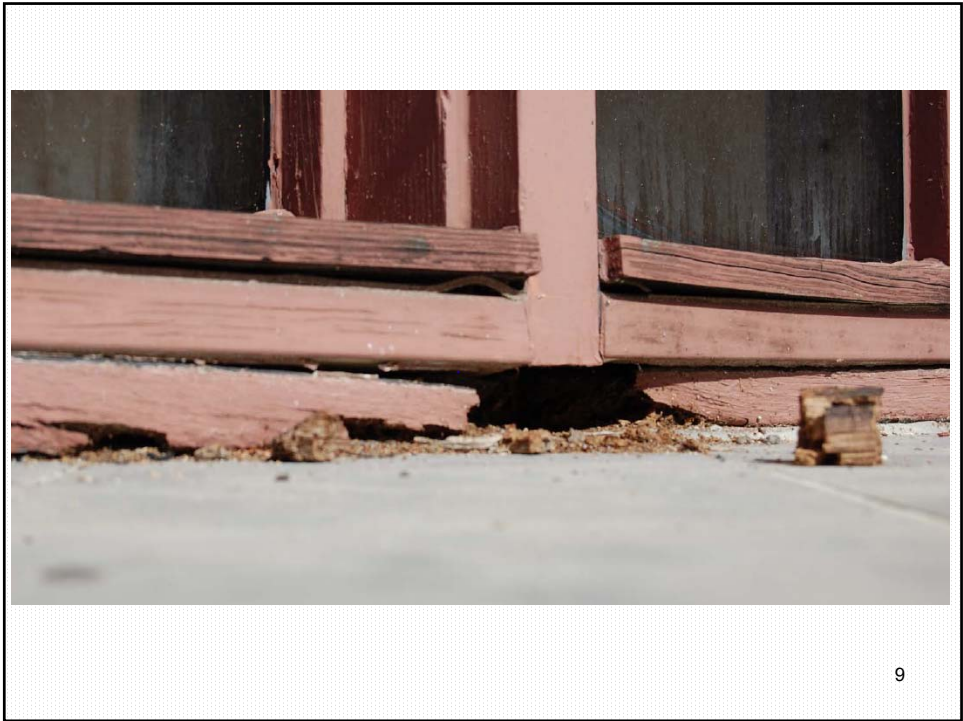
489.145 Guaranteed energy, water, and wastewater performance savings contracting.

(c) An agency may enter into a guaranteed energy, water, and wastewater performance savings contract with a guaranteed energy, water, and wastewater performance savings contractor if the agency finds that the amount the agency would spend on the energy, water, and wastewater efficiency and conservation measures is unlikely to exceed the amount of the cost savings for up to 20 years after the date of installation, based on the life cycle cost calculations provided in s. 255.255, if the recommendations in the report were followed and if the qualified provider or providers give a written guarantee that the cost savings will meet or exceed the costs of the system. However, actual computed cost savings must meet or exceed the estimated cost savings provided in each agency's program approval. Baseline adjustments used in calculations must be specified in the contract. The contract may provide for repayment to the lender of the installation construction loan through installment payments for a period not to exceed 20 years.

(e) The guaranteed energy, water, and wastewater performance savings contract must require the guaranteed energy, water, and wastewater performance savings contractor to provide to the agency an annual reconciliation of the guaranteed energy or associated cost savings. If the reconciliation reveals a shortfall in annual energy or associated cost savings, the guaranteed energy, water, and wastewater performance savings contractor is liable for such shortfall. If the reconciliation reveals an excess in annual cost savings, the excess savings may be allocated under paragraph (d) but may not be used to cover potential energy or associated cost savings shortages in subsequent contract years.

6







11





Recommendation to the Board:

Approve Performance Based
Contract At January Meeting.

Campus Improvements Through Performance Infrastructure™



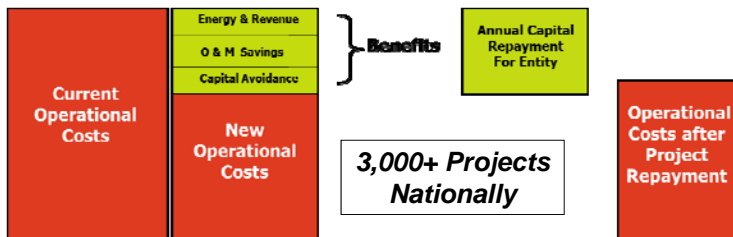
Project Update

November 28, 2017



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Program Process in Florida



- ✓ FL Legislation in Place since 1994
- ✓ Alternative Funding Thru Energy, Water, and Operational Savings
- ✓ Industry Standards Updated Over Time
- ✓ Updated Protocols for
 - ✓ Contemporary Systems
 - ✓ Finance Models
 - ✓ Measurement & Verification



If Project Savings Don't Materialize as Guaranteed, Johnson Controls Reimburses College for the Difference

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General Process Overview - Prioritization



Infrastructure Improvement	Project Priorities
Interior Lighting Improvements	-
Domestic Water Conservation	-
CHW/HHW Pipe Replacement	1
Central Plant Improvements	2
Roof Replacements - FWB, Metal Cover Over ~176,000 sf	3
Roof Replacements - TPO ~240,000 sf Niceville	4
Building Envelope/Glass Curtainwall High Impact ~37,000 sf	5
AHU Replacements/HVAC System Upgrades	6



3

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General Process Overview - Design

- ✓ Campus Surveys
- ✓ Operational Review (Utilities and Maintenance)
- ✓ Pre-measurement of existing conditions
 - ✓ Sampling
 - ✓ Data logging
 - ✓ Modeling
- ✓ Design of Critical Infrastructure with A/Es
 - ✓ Roofs/Curtain Walls
 - ✓ Campus Piping/Central Energy Plant
- ✓ RFPs to Various Subcontractors by Scope
- ✓ Implementation Plan, Training Plan, Ongoing M&V Plan



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Key Steps and Timeline

Design/Investment Grade Audit

- June 2017-December 2017
- Staff Selects Scopes/Campuses
- Board Approval before Implementation (Jan. 2018)

Implementation

- Estimated at 18 months
- Aligned with Campus Schedules
- Scopes Coordinate for Efficiency/Scale

Guarantee

- 15 years
- Annual Reconciliation
- Expected Overall Life of Project ≥ 25 years

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Comprehensive Infrastructure Renewal

Central Energy Plants – Niceville/FWB

Campus Piping – Niceville

Roof Replacements – FWB/Niceville

Window/Curtain Wall Resiliency – Niceville

Building Management System Upgrades – Niceville/FWB

Interior Lighting Upgrades/Standardization – College-wide

Water Conservation Upgrades/Standardization – College-wide

HVAC Equipment (AHU) Replacements – Niceville/CC

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Open Discussion & Questions



Memo

To: Board of Trustees
From: Dr. Devin Stephenson, President
Date: November 28, 2017
Re: College Financial Reports

Attached are the College's Financial Reports for October, 2017, for your review.

Reports include:

- Statement of Revenues and Expenses
- Summary Data

DS:pk

Northwest Florida State College
Statement of Revenue and Expenses - Budget to Actual - Unrestricted
October 31, 2017 - FY Benchmark of 33%

REVENUE	Budget	Revenues to Date	Revenues to Date %	Variance in Revenues	NOTES
Public Funds					
State Appropriation (Program, Performance, & Lottery)	18,876,748	4,969,191	26.32%	13,907,557	
Tuition (Net Waivers)					Tuition is recorded at registration; does not indicate paid status
<i>Fall</i>	4,730,837	4,620,196	97.66%	110,640	
<i>Spring</i>	4,160,614	-	0.00%	4,160,614	
<i>Summer</i>	1,616,283	(4,877)	-0.30%	1,621,160	
<i>Waivers</i>	(2,077,329)	(1,079,053)	51.94%	(998,276)	
Out of State Fees (Net Waivers)					
<i>Fall</i>	571,539	593,664	103.87%	(22,125)	
<i>Spring</i>	475,380	-	0.00%	475,380	
<i>Summer</i>	233,052	993	0.43%	232,058	
<i>Waivers</i>	(890,284)	(469,191)	52.70%	(421,093)	
Adult Gen Ed	45,074	18,870	41.86%	26,204	
Student Fees (Net Waivers)	2,035,785	929,298	45.65%	1,106,487	
Dual Enrollment - Public Schools	830,000	108,978	13.13%	721,022	
Dual Enrollment - Private Schools	179,701	-	0.00%	179,701	
Sales & Service					
Use of College Facilities	152,000	32,233	21.21%	119,767	
Interdepartmental Sales (Graphic Services)	100,891	7,746	7.68%	93,145	
Other Sales & Services	30,000	55,689	185.63%	(25,689)	Summer Student Production cleared higher revenue than projected
Other Income/Reimb					
Interest and Dividends	68,311	28,641	41.93%	39,670	
Other (Misc Income, etc.)	128,276	36,693	28.60%	91,583	
Proceeds from Sale of Surplus Property	10,000	1,374	13.74%	8,626	
Support From NWFSC Foundation	72,190	233,430	323.35%	(161,240)	Includes support identified post budget development
Transfers-In (CHS Capital Outlay & Admin Payroll due to Colleg	520,210	13,105	2.52%	507,105	The Admin Payroll Reimburse from CHS will post in June
Total Fund 1 Revenues	31,869,278	10,096,978	31.68%	21,772,300	
EXPENSES					
Functional Expense Classification					
Instruction (Direct Instructional expense)	11,696,830	3,521,844	30.11%	8,174,986	
Academic Affairs (Academic Administration, including VP, Library, Center Directors)					
Academic Support	3,788,461	1,008,677	26.62%	2,779,784	
Staff/Program Development	62,095	10,518	16.94%	51,577	
Student Services (Student Service Center, student life, athletics, & student theater)	3,565,575	997,840	27.99%	2,567,735	
Institutional Support Services (Admin, IT, Strategic Communications)	7,194,108	2,808,915	39.04%	4,385,193	
Utilities	1,995,585	569,795	28.55%	1,425,790	
Maintenance & Operations (Plant & Police Operations)	3,498,322	1,050,174	30.02%	2,448,148	
Transfers - Out - Fund 8 (Debt service Fund Transfers)	68,302	22,767	33.33%	45,535	
Total Fund 1 Expenses	31,869,278	9,990,531	31.35%	21,878,747	
Revenues to Date less Expenses to Date				106,447	

**Northwest Florida State College
Summary Data
October 31, 2017 - FY Benchmark of 33%**

Trending Summary

	2018	2017	2016	2015 *
Total Revenues	10,096,978	10,495,535	10,062,042	11,757,634
% of Budget	31.68%	33.34%	30.57%	35.61%
Total Expenses	9,990,531	10,168,192	10,206,198	10,139,316
% of Budget	31.35%	32.74%	30.40%	30.71%

* FY 2015, Student registration was still being calculated by the legacy system, which recorded unpaid student enrollment differently
 * FY 2017, Revenue recorded includes Dual Enrollment revenue collected in July that should have been recorded as prior fiscal year.

Interest Earnings Summary

Fund Allocation	State Board of		Total Interest Earned
	BBVA Compas Interest	Administration (SBA) Interest	
1 - Unrestricted	9,291	19,350	28,641
2C - Collegiate High School	1,310	-	1,310
7 - Unexpended Plant	-	33,911	33,911
	\$ 10,601	\$ 53,261	\$ 63,862

Balance of State Board of Administration Investment Account \$ 11,154,003
 Current Participant Return Rate: 1.36%

Memo

To: Board of Trustees
From: Dr. Devin Stephenson, President
Date: November 28, 2017
Re: Purchases over \$65,000 not requiring Board approval

Attached is a listing of purchases since the October 2017 Board of Trustee meeting in excess of \$65,000 not requiring Board of Trustee action. Purchases were made from contracts as listed or sole source purchases with substantiating documentation. The list includes service contracts.

DS:dl

Purchasing expenditures over \$65,000 October 2, 2017 through October 31, 2017

<u>PO#</u>	<u>VENDOR NAME</u>	<u>DATE</u>	<u>TOTAL AMOUNT OF PO</u>	<u>TYPE OF CONTRACT</u>	<u>ORIGINATOR</u>
P1800969	Northwest Florida State College Foundation, Inc.	10/4/2017	\$129,600.00	Housing for Baseball, softball Men's & Women's Basketball Athletes Spring 2018	Wanda Morgan
P1800988	Britt Landrum Temporaries, Inc.	10/4/2017	\$65,000.00	Temporary Service RFP #3-2016/2017 Gulf Coast State College	Jeanette Shires
P1801091	Bay Design Associates Architects	10/24/2017	\$102,876.00	Preliminary Floor Plans for FWB Hospitality Building	Sam Jones