

Board of Regents Meeting
Memorial Union, Kansas Room
Friday, 12/4/2015
4:00 - 6:00 PM CT

I. Call to Order

II. Roll Call

Mr. Beck
Mr. Boles
Mr. Feuerborn
Mr. Hoferer
Mr. McGivern
Mrs. Parks
Mr. Sneed
Mrs. Sourk
Mr. Wolgast

III. Approval of Minutes of Past Meeting(s)

A. Approval of the Minutes of the November 12, 2015 meeting
November 12, 2015 Board Minutes - Page 3

IV. Officer Reports

A. Chair's Report

B. President's Report

C. Committee Report(s)

D. Treasurer's Report

1. Liquidatec Claims Approval - September 2015

Liquidated Claims - Sept - Page 7

2. Liquidated Claims Approval - October 2015

Liquidated Claims - Oct - Page 8

V. New Business

A. Consent Agenda

1. Personnel

a. Designate Mr. John C. Hunter as Professor Emeritus, Dr. Gordon McQuere as Professor Emeritus, and Dr. Donna LaLonde as Associate Professor Emeritus

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b. Faculty/Staff Personnel Actions

Faculty Staff Personnel - Page 11

B. Action Items

1. New Housing and Dining Project

New Housing and Dining - Page 12

2. Moore Bowl Turf Replacement - Project #900223

Moore Bowl Turf Replacement - Page 14

3. Roof Replacement for White Concert Hall - Project #900275

White Concert Hall Roof - Page 16

4. Roof Overlay of Morgan Hall - Project #900275

Morgan Hall Roof - Page 17

5. New Parking Lot at SE corner of campus (Law School) - Project No. M15011

New SE Parking Lot - Page 18

6. Washburn Institute of Technology Building D Renovation

Washburn Tech Building D Ventilation - Page 20

7. UPS/Power Distribution Unit for Washburn Data Center

UPS-Power Distribution - Page 22

8. Forensic Science Program Purchase of Bunker LUMOS Fourier Transform Infrared (FT-IR) Microscope and Briker SENTERRA Raman Spectroscopy Microscope

Forensic Science Program - Page 23

9. KanTRAIN Mobile Connections Center

KanTRAIN Mobile Connections Center - Page 24

C. Information Item(s)

1. Report of Purchases between \$25,001 and \$50,000

WASHBURN UNIVERSITY OF TOPEKA
BOARD OF REGENTS
MINUTES
November 12, 2015

I. Call to Order

Chairperson Sneed called the meeting to order at 4:00 p.m.in Conference Center C/D side on the Washburn Institute of Technology campus.

II. Roll Call

Present were: Mr. Beck, Mr. Boles, Mr. Feuerborn, Mr. Hoferer, Mr. McGivern, Mrs. Parks, Mr. Sneed, Mrs. Sourk and Mr. Wolgast.

III. Approval of Minutes of the September 25, 2015 meeting

It was moved and seconded to approve the Minutes of the September 25, 2015 meeting. Motion by Regent Parks and seconded by Regent Boles. Motion passed.

IV. Officer Reports

A. Chair's Report

There was no Chair's report.

B. President's Report

President Farley thanked all who were able to participate in 150th Grand Homecoming, saying he heard no comments that were not positive about the event. He thanked members of the Oversight committee - Dr. Ottinger, Dr. Mazacheck, Dr. Hornberger, Amanda Hughes and Julie Olsen – saying all worked very hard to make this event successful.

Dr. Farley reported the Governor released recommendations based on new estimates for tax revenues. For this year, there no recommendations relating to higher education. Proposals for next year also have no cuts for higher education.

President Farley said that on July 1, 2017, the option to prohibit concealed weapons on campus will expire. He said discussions have begun about what policies need to be in place at that time. Two town hall meetings were held on the Washburn University campus which were productive. There is a good deal of anxiety among the faculty, but discussions focused on being proactive about these policies. A town hall meeting will be held at Washburn Tech Friday morning, November 13.

Dr. Farley reported student councils for Kansas Board of Regents' (KBOR) institutions are looking to create a survey instrument for students on all campuses. Washburn was invited to participate with the KBOR institutions. Washburn will participate, but in a slightly different way. Washburn will send a scientifically established sample to develop reliable data about what the students are thinking. How the data will be utilized has not yet been determined. Dr. Farley said there are five other states that have or will have the same law in place by July 1, 2016. Washburn will have the option to secure every entrance for every building, but the cost is prohibitive. Only people who are 21 years of age and older can carry concealed weapons, so a significant portion of population is eliminated.

Chairperson Sneed offered Regent Beck, who attended the town hall meetings, the opportunity to comment. Regent Beck agreed with President Farley's comments about anxiety amongst the faculty. He stated assessment is necessary for the costs of each policy provision. He did not hear anything about the impact on liability insurance with the change, so would like more information on that issue. The parties seem to understand this is not likely to change.

C. Committee Report(s)

1. Budget/Finance Committee

The Budget/Finance Committee met on November 5. The first issue is a change in the healthcare plan for employees. The plan is up for renewal on January 1, 2016. If there is no change, premiums would go up 11% for all employees. With recommendation, changes would be 5%. The second subject was a change to the policy to permit local preference in bidding of contracts. The proposed policy defines that it would be applicable when bids are comparable and also defines local as having a physical business address in Shawnee County.

D. Treasurer's Report

There was no Treasurer's report.

V. New Business

A. Consent Agenda

It was moved by Regent Sourk and seconded by Regent Parks to approve the Consent Agenda. Motion passed.

1. Faculty/Staff Personnel Actions

Recruit new position Project Coordinator, Sexual Assault Education & Prevention, fully grant funded salary of \$37,000.

B. Action Items

1. University Health Plan Renewal

Vice President for Administration and Treasurer, Rick Anderson presented the item. The analysis looked at how our plan is designed and how risk is spread to determine how to address changes. Analysis showed the fastest growing area in costs is in prescription drugs, recommending an increase of the co-pay for prescription drugs and adding a fourth category. He said there are four classes of prescription drugs and an increase in co-pays is consistent with BCBSKS across the state. Utilization in relation to premiums paid was also reviewed. The buy-up plan has been over utilizing services in comparison to premiums paid. As a result, the recommendation is an increase of 5% only to those purchasing the buy-up plan. The increase in co-pays for prescription drugs applies to both plans.

President Farley noted we still use a tiered salary approach to make it more affordable to lower wage employees and reminded the Regents that we are self-funded plan. It was noted that most likely changes in the future to help control costs are (1) tying the wellness plan to premiums, and (2) more actively managing the employee base, particularly as related to chronic diseases, such as diabetes. This would include having more people on site to address these matters. The wellness program currently is not tied to premiums but incentivized, and we have over two-thirds participation by the employees. This is a very robust participation, and eventually the wellness program participation will be tied into premiums.

Regent Hoferer moved to approve the recommendation for health plan for the next calendar year and Regent Fueborn seconded. The motion passed.

2. State Unemployment Insurance

Vice President for Administration and Treasurer, Rick Anderson presented the item. Regent McGivern abstained from the issue. Mr. Anderson said Washburn University was approached by the agency with a proposal structured for government and non-profit entities to jump out of state risk pool and jump into higher education/non-profit risk pool, which are more stable entities, so lower costs and savings. Representatives from the agency were present for questions. Topeka Collegiate has been on this plan for several years.

Regent Boles moved to approve moving out of state risk pool and into private risk pool for two years and Regent Parks seconded. Motion passed.

3. Policy Change in the Washburn University Policy Regulations and Procedures Manual – Purchasing and Financial Obligations

Vice President for Administration and Treasurer, Rick Anderson presented the item. He said a committee provided the policy change and also proposed procedures to be in place upon approval of policy. It was moved by Regent Parks, and seconded by Regent Sourk, to approve change in Policy. Motion passed.

4. Forensic Science Program Equipment Purchase of Applied Biosystems model 3500 Genetic Analyzer and AutoMate Express

Vice President for Academic Affairs, Randy Pembrook presented the item. He thanked everyone for attending the open house and tour at the KBI building. Dr. Pembrook advised the Regents will see over the next few meetings proposals to purchase equipment to complete our labs in the facility. Students will be working in spaces and on equipment similar to what is on the KBI side of the facility. He said tours of the facility were being led all week. Visitors from Oklahoma, Nebraska and Missouri came to see the building and learn about the programs. Dr. Pembrook said Washburn students and faculty will be using the equipment in the Washburn side, but there has been discussion that if the KBI wants to do a presentation or training, they could use the Washburn area instead of contaminating the lab.

It was moved by Regent Sourk and seconded by Regent Hoferer to approve the purchase of equipment. Motion passed.

5. School of Nursing Interior Upgrades – Project #C16008

Vice President for Academic Affairs, Randy Pembrook presented the item along with Nursing Dean, Monica Scheibmieir. He said the change will make the area in Petro more identifiable as the nursing area. It will also help recruit students and will update the spaces for our students and their educational experiences, including making the area quieter.

It was moved by Regent Hoferer and seconded by Regent Wolgast to approve the upgrade project. Motion passed.

C. Information Item(s)

1. Report of Purchases between \$25,001 and \$50,000

Chairperson Sneed thanked Washburn Institute of Technology Dean Clark Coco for having members of the Board of Regents out for the surgical lab open house.

Regent Wolgast commented that knowing what happened at the University of Missouri, he has confidence in how Washburn handles situations, that our leadership is sensitive and attentive.

It was moved to adjourn by Regent Hoferer and seconded by Regent Parks. Motion passed.

The meeting adjourned at 4:30 p.m.

Marc Fried
Secretary, Board of Regents

Agenda Item No. IV. D. 1.
Washburn University Board of Regents

SUBJECT: Liquidated Claims Approval – September 2015

DESCRIPTION: Attached is the list of claims processed for the month of September, 2015 by fund, and a summary of all claims by fund is detailed below. The payroll claims will be presented to the Board of Regents for review at the December 4, 2015 meeting through the Chairperson.

To the best of my information and belief, I certify that the liquidated claims submitted in this transmittal are in compliance with all applicable laws and University policies.

Rick Anderson, Vice President for Administration & Treasurer

WASHBURN UNIVERSITY		
Fund #	Fund Name	Total Claims
1.	General Fund	\$ 4,500,963
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	1,260,560
4.	Endowment Fund	-0-
5.	Student Loan Fund	7,441
7.	Tort Claim Fund	21,491
8.	Restricted and Agency Fund	239,335
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	218,736
	Sub-Total	6,248,526
	Payroll	2,682,996
	Payroll Withholding ACH Transactions	4,307,573
	*Wire Transfers (Investments)	-0-
	Total	\$13,239,095

WASHBURN INSTITUTE OF TECHNOLOGY		
1.	General Fund	\$ 286,505
3.	Building and Construction Fund	591,462
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	4,819
13.	Government and Research Fund	40,949
	Sub-Total	923,735
	Payroll	316,628
	Payroll Withholding ACH Transactions	172,105
	Total	\$1,412,468

Date

Jerry B. Farley, President

Agenda Item No. IV. D. 2.
Washburn University Board of Regents

SUBJECT: Liquidated Claims Approval – October 2015

DESCRIPTION: Attached is the list of claims processed for the month of October, 2015 by fund, and a summary of all claims by fund is detailed below. The payroll claims will be presented to the Board of Regents for review at the December 4, 2015 meeting through the Chairperson.

To the best of my information and belief, I certify that the liquidated claims submitted in this transmittal are in compliance with all applicable laws and University policies.

Rick Anderson, Vice President for Administration & Treasurer

WASHBURN UNIVERSITY		
Fund #	Fund Name	Total Claims
1.	General Fund	\$ 2,855,424
2.	Debt Retirement & Construction Fund	-0-
3.	Building and Construction Fund	2,541,013
4.	Endowment Fund	-0-
5.	Student Loan Fund	2,000
7.	Tort Claim Fund	222,793
8.	Restricted and Agency Fund	316,914
9.	Plant Fund	-0-
10.	Smoothing Fund	-0-
12.	Capital Improvement	-0-
13.	Government and Research Fund	624,534
	Sub-Total	6,562,678
	Payroll	3,059,122
	Payroll Withholding ACH Transactions	2,698,487
	*Wire Transfers (Investments)	-0-
	Total	\$12,320,287

WASHBURN INSTITUTE OF TECHNOLOGY		
1.	General Fund	\$ 237,473
3.	Building and Construction Fund	433,181
5.	Student Loan Fund	-0-
8.	Restricted and Agency Fund	4,492
13.	Government and Research Fund	476,090
	Sub-Total	1,151,236
	Payroll	348,738
	Payroll Withholding ACH Transactions	185,800
	Total	\$1,685,774

Date

Jerry B. Farley, President

Agenda Item No. V. A. 1. a.
Washburn University Board of Regents

SUBJECT: Designate Mr. John C. Hunter as Professor Emeritus, Dr. Gordon McQuere as Professor Emeritus, and Dr. Donna LaLonde as Associate Professor Emeritus

DESCRIPTION:

Mr. John C. Hunter began his 40 year career at Washburn University in Fall 1975 as an Instructor and Technical Director of Theatre in the Theatre Department, in 1977 he was promoted to Assistant Professor, and in 1980 was granted tenure as well and appointed as Chairperson of the Theatre Department. He served as Chairperson of the Theatre department until 1997; during that time he was promoted to Associate Professor in 1981, and Professor in 1987. He was responsible for the creation of the Mass Media department for which he served as Acting Chair in 1992. From 1998 to 2007 he served at the Washburn University Foundation in fundraising before resuming his Professorship first in the Leadership Program then the Theatre Department. His years of service to Washburn University also include contributions to numerous theatrical productions in set and lighting design. He has also served as the Vice Chair of the Kansas Arts Commission and as President of the Association of Kansas Theaters. He was instrumental in the renovation and re-design of the Topeka Performing Arts Center, the Great Overland Park Station and served as co-chair of the renaissance of the North Topeka Arts District (NOTO) for which, in 2012, he was recognized as Business Man of the Year for the State of Kansas. He currently serves as Executive Director for Heartland Visioning. He continuously promotes the value of the arts and the goals of Washburn University in the cultural life of the Topeka community.

Dr. Gordon McQuere began his 13 year career at Washburn University as the Dean of the College of Arts and Sciences, as well as tenured Professor of Music in 2002. He served as Dean until 2012. He currently serves as Professor in the Department of Music. He is an active composer and has composed for different genres, including organ, solo voice, and vocal ensembles with various instrumental accompaniments. In his service to Washburn University he has made many significant contributions including leading the renovation of Stoffer Science Building, the largest building project to date at the time, reorganizing and simplifying the promotion and tenure calendar for the College of Arts and Sciences, and establishing *The Apeiron: A Forum for Student Research and Creativity* which has become a popular event on campus.

Dr. Donna LaLonde began her 23-plus year career at Washburn University in 1991 as Assistant Professor of Mathematics and Computer Information Sciences in the College of Arts and Sciences and was granted tenure in 1997 and promoted to the rank of Associate Professor in 2001. In service to Washburn she served as Associate Dean in the College of Arts and Sciences from 1996-2000, as Associate Vice President for Academic Affairs from 2000-2004, as Dean of the University Honors Program from 2004-2009, and as Interim Chair of the Education Department from 2012-2014. She also taught a wide range of courses, served on numerous committees and was the Scholarship Coordinator for Phi Kappa Phi honor society. Most recently she had taken a leave of absence to serve in an administrative position with the American Statistical Association.

FINANCIAL IMPLICATIONS: None

RECOMMENDATION:

President Farley recommends the Board of Regents bestow the title “Professor Emeritus” to Mr. John C. Hunter, “Professor Emeritus” to Mr. Gordon McQuere and “Associate Professor Emeritus” to Dr. Donna LaLonde.

Date

Jerry B. Farley, President

Agenda Item No. V. A. 1. b.
Washburn University Board of Regents

SUBJECT: Faculty/Staff Personnel Actions

DESCRIPTION:

The following routine adjustments to specific salary lines must either be reported to the Board or approved by the Board.

Name	Position	Change	Financial Implications	Comments	Action
Rebecca Vincent-Giles	<u>New Position:</u> Program Coordinator/ Lecturer	New Position: Effective January 1, 2016	Annual Salary \$65,000 from Forensic Program (position supported from new funding submitted into the general fund by the state)	This position is a new hire/new position to teach in Forensic Investigations/Criminal Justice and Legal Studies department	Request approval

RECOMMENDATION:

President Farley recommends approval of these personnel actions.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 1.
Washburn University Board of Regents

SUBJECT: New Housing and Dining Project

BACKGROUND:

On March 12, 2015 the Board approved the awarding of a construction contract for the Housing and Dining Project. The construction time frame to complete this project is extremely aggressive with a time frame of less than 17 months from start of construction to beneficial occupancy. This project like many others in this region has been hampered by significant weather delays, during late spring and early summer. As part of every large construction project, it is anticipated that there will be lost days to inclement weather. It was anticipated that the project would be hindered by normal wet conditions that would have an impact on the schedule and impede progress. But with the extraordinary amount of wet weather that plagued the site, in May, June, July, and August, footing and foundation work along with underground rough-ins slowed to a crawl and has had a significant impact of the critical path schedule of the project. In the chart below the anticipated versus actual inclement weather days are shown, in which the construction scheduled mirrored being one approximately one month behind on the 1st of October.

Washburn Housing and Dining Weather Days

Weather Zone 3 Anticipated Weather Days by Month: Shawnee County						
	May	June	July	August	Sept.	Total
Anticipated Calendar Days	11	9	8	7	7	
Actual Lost Calendar Days	21	9	14	9	8	
Net Calendar Days	10	0	6	2	1	19

Source: Topeka, AccuWeather for May through September 2015 for Zip Code 66612

DESCRIPTION:

The University has initiated in depth discussions with McPherson Construction to explore possible solutions to accelerate construction for the Housing and Dining Project. The University recognizes McPherson’s efforts to expedite the process in “Schedule Recovery” and the amount of vigorous activity of the site over the past couple of months is duly noted. Pre-fabrications of Mechanical, Electrical, and Fire Sprinkler rough-ins has contributed significantly to “Schedule Recovery”. Two other significant time saving and value adding activities that are underway would be the “panelizing” of the structural metal stud framing systems along with the installation of paperless gypsum board that is moisture resistant. Panelizing has accelerated the framing process meaningfully and the use of moisture resistant gypsum board has allowed interior construction activities to begin before the building is weather tight. The University believes that

these activities add value to the project and will help us in meeting the July 15, 2016 completion date. The University will bring forth a change order for the project with a “not to exceed “price that will compensate McPherson Construction for the extraordinary efforts, needed to be put forth in the schedule recovery efforts. As the schedule recovers, draws will be allowed against this amount to reimburse McPherson for these additional efforts.

FINANCIAL IMPLICATIONS:

An expenditure of not to exceed \$200,000 from the contingency pool of the Washburn Housing and Dining Project 900077.

RECOMMENDATION:

President Farley recommends the Board of Regents authorize the expenditure of an amount, not to exceed \$200,000, to accelerate the recovery process due to the inclement weather and rain days experienced during the May 2015 through September 2015 time period.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 2.

Washburn University Board of Regents

SUBJECT: Moore Bowl Turf Replacement – Project #900223

DESCRIPTION:

This project is to replace the synthetic turf for the competition field in Moore Bowl. The existing turf, installed in 2005, is at the end of its useful life as it is starting to show degradation in the playing surface. Also the centerfield logo needs to be updated to match the current Washburn logo.

The University interviewed and selected Baraka Sport to function as the Owner's Representative and to assist in drafting the RFP for procurement and final selection process. Barak Sport brought a wealth of knowledge and experience to the design and selection process and is knowledgeable with all current standards and products in the constantly evolving turf industry. The project was advertised in an RFP format allowing the vendors to propose their best and most applicable product for the Moore Bowl site. This procurement process allows the University to evaluate multiple products and systems at one time prior to selecting the final product and installer. Proposal requests were sent out to ten vendors nationally. The following vendors or manufacturers responded to the RFP (manufacturer information listed in parentheses, where applicable):

- Mid-America Golf & Landscape, Inc., Lees Summit, MO (AstroTurf, Dalton, GA)
- Sprinturf, LLC, Atlanta, GA
- Hellas Construction, Inc., Austin, TX
- Midwest Sport & Turf Systems, LLC, Chicago, IL (GreenFields USA, Atlanta, GA)
- ATG Sports Industries, Andover, KS (RamTurf, Dalton, GA)
- UBU Sports, Inc. – Dalton, GA
- FieldTurf, USA, Inc. – St. Louis, MO (Montreal, Canada and Calhoun, GA)
- Shaw Contract Flooring Services, Calhoun, GA (Shaw Sports Turf)
- Midwest Synthetic Turf Professionals, LLC, Little Rock, AR (ACT Global, Austin, TX)
- Midwest Synthetic Turf Professionals, LLC, Little Rock, AR (SporTurf, Dalton, GA)

The Base Bid required the vendors to propose their best suitable product, using the criteria of 2.5" minimum pile height with 2/3 of the fiber infill, using a slit film fiber. Seams were to be sewn or a combination of sewn and glued. Lines and markings were to be glued per the manufacturer's recommendations. Product data along with samples were to be submitted. Additionally, each vendor or manufacturer was permitted to submit more than one system for an add or deduct to their Base Bid pricing.

Additionally, five (5) alternates were requested including pricing for an eight (8) year maintenance contract, annual site visit for life of warranty, alternate infill material (rubber versus recycled material), deducts for recycling, reusing and repurposing materials and a deduct for any available grants, discounts or donations. Unit pricing was also required for several items, to be included in the base bid, so that individual items could be deleted from the final payment if hidden field conditions warranted that occurring.

After consideration of all proposals and review of the multiple products presented, four vendors (Sporturf, Shaw, Fieldturf, and UBU Sports) were considered for further evaluation. Shaw was the vendor (or manufacturer) selected, based on the following criteria:

- Price
- Systems offered
- Materials sourcing
- Experience
- References for system and for crew/superintendent
- Long-term maintenance and playability over the life of the product

FINANCIAL IMPLICATIONS:

A not to exceed expenditure of \$550,000 from University reserves authorized at the February 5, 2015 Washburn Board of Regents for Moore Bowl Turf Replacement project # 900223. This amount includes funds for the turf and our consults on the project.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of the contract to Shaw Sports Turf for an amount not to exceed \$525,000 for the synthetic turf replacement project at Moore Bowl.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 3.
Washburn University Board of Regents

SUBJECT: Roof Replacement for White Concert Hall – Project 900275

DESCRIPTION:

The roof on White Concert Hall is 30 years old, and has reached the end of its useful life. This roof experienced some hail damage in 2011 and the maintenance needs are increasing. The roofing materials are starting to break down and becoming more problematic. The last annual roofing inspection identified several deficiencies in the flashing systems. Patching and repairing can no longer provide a long term fix which warrants the complete replacement.

Plans and specifications were posted and available for review in November 2015. Bids were received for the roof replacement project on December 1, 2015. The following contractors obtained plans and submitted the following pricing:

<u>CONTRACTOR</u>	<u>Base</u>	<u>Alternate 1</u>	<u>Alternate 2</u>	<u>Total</u>
Delta Roofing Kansas City, KS	\$274,999	\$85,000	\$20,000	\$379,999
Boone Brothers Olathe, KS	\$290,094	\$74,472	\$20,272	\$384,838
J B Turner Topeka, KS	\$334,800	\$62,400	\$29,800	\$427,000
Guilfoyle Roofing Topeka KS	\$480,000	\$76,000	\$49,000	\$605,000

FINANCIAL IMPLICATIONS:

An expenditure of \$209,999 from the hail damage insurance proceeds fund, and \$170,000 from 2011FY Capital Project C11022 for a total of \$379,999.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of a contract to Delta Roofing in the amount of \$379,999 for the roof replacement of White Concert Hall.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 4.
Washburn University Board of Regents

SUBJECT: Roof Overlay of Morgan Hall – Project 900275

DESCRIPTION: The Morgan Hall roof was last replaced in 2003 and over the past few years there has been a high level of traffic and modification due to the renovation. This has significantly increased the need for maintenance. The extruded poly-styrene insulation has held up but the main east-west run roof needs supplementation to prevent major leakage. This east-west strip was the portion of the roof not included as part of the Welcome Center renovation/addition project.

Plans and specifications were available for review on November 2015. Bids were received for the roof replacement on December 1, 2015. The following contractors received plans and offered bids:

<u>CONTRACTOR</u>	<u>Base</u>	<u>Alternate</u>	<u>Total BID</u>
Boone Brothers Olathe, KS	\$34,486	\$ 2,200	\$36,686
JB Turner Roofing Topeka, KS	\$39,600	\$ 750	\$40,350
Delta Roofing Kansas City, KS	\$51,000	\$ 2,800	\$53,800
Danker Roofing Manhattan, KS	\$60,662	\$ 3,221	\$63,383
Guilfoyle Roofing Topeka, KS	\$48,000	\$19,000	\$67,000

FINANCIAL IMPLICATIONS:

An estimated expenditure of \$36,686 from the hail damage insurance proceeds fund.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of a contract to Boone Brothers Roofing in the amount of \$36,686 for the Roof Overlay of Morgan Hall.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 5.
Washburn University Board of Regents

SUBJECT: New Parking Lot at SE corner of campus (Law School) – Project No. M15011

BACKGROUND:

The Board approved in the March 12, 2015 the transfer of \$800,000 from University Reserves to construct two new parking lots. Two locations identified were at the corner of Jewell Avenue & Durow Drive (KTWU Lot) and the SW corner of Durow and Mulvane (New Law School Lot). The original estimate for the two new lots were \$350,000 for the KTWU Lot and \$450,000 for the New Law School Lot. The KTWU lot was completed at a cost of \$370,285 this past summer. The University project costs for these parking lots are higher than anticipated due to the inclusion of storm water quality features for both lots as required by the City of Topeka

DESCRIPTION:

This project is to build a new parking lot, with a total of 127 additional stalls, at the SE corner of the Washburn University campus (future Law School parking). This project was previously let last spring with the bids coming in higher than anticipated. The project was rebid in November, 2015 with the intention of getting more competitive pricing by attracting bidders during the slow months for concrete work, and while bidders are planning their following year's work load. Work will be completed over the spring and early summer of 2016. This project will be paid for out of miscellaneous funds.

The project bidding documents were available through the Facilities Services office and also through the Topeka Blue Plan Room. Proposal item #1 related to the construction of the actual parking lot. Proposal Item #2 related to the irrigation for plantings required around the lot. The bids came in as follows:

<u>BIDDER</u>	<u>ITEM #1</u>	<u>ITEM #2</u>	<u>TOTAL BID</u>
Skillman Construction	\$470,968	\$ 2,530	\$ 473,498
Bettis Asphalt	\$498,604	\$ 2,300	\$ 500,904
Unlimited Construction	\$517,420	\$ 2,568	\$ 519,988
Schmidtlein Excavating	\$539,008	\$ 2,487	\$ 541,495

Skillman Construction will serve as General Contractor and excavator for this project, having received bids from concrete, electrical, and landscape/irrigation contractors and staking consultants.

FINANCIAL IMPLICATIONS:

In March 12, 2015 The Washburn Board of Regents approved an \$800,000 transfer of reserves to build two parking lots. The KTWU parking lot used \$370,285. The expenditure of **\$473,498** will come from \$429,715 in reserves and \$43,783 from prior year unused capital projects.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of the contract to Skillman Construction for the new parking lot project.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 6.
Washburn University Board of Regents

SUBJECT: Washburn Institute of Technology Building D Renovation

BACKGROUND:

At the April 24, 2015 Board of Regents meeting, approval was given to enter into a Construction Manager at Risk (CMAR) contract with KBS Constructors for construction services, and with Bartlett and West Consulting Engineers for design service, to renovate and upgrade Building D on the Washburn Tech Campus. This project was necessitated by the need to prepare, upgrade and build out the building spaces to accommodate the relocation of the Advanced Systems Technology (AST) program that has been located at Forbes Field. Concurrently, the electrical service was upgraded to accommodate the AST program and to provide for more teaching stations for the increased enrollment in the welding curriculum. The relocation along with all significant construction has concluded. Upon completion it became evident that there were problems in the exhaust system with the smoke and particulates from the welding process. Bartlett and West reviewed the design and rechecked the Testing and Balancing reports from the mechanical contractor to determine the cause and possible solutions. It was determined that, while it could be accommodated in the Gross Maximum Price (GMP) agreed upon by the CMAR and the University, the ventilation system chosen is not able to fully serve novice and beginning welders who are the primary users of the ventilation system. After additional testing and evaluation by Washburn Tech instructors and administration, it was agreed the current system could not meet the needs of the Washburn Tech students.

Bartlett and West provided four potential remedies that would resolve the issue, meet the goals of being fully sustainable, and provide for future growth. After extensive review, site visits, and discussions with other welding programs in the Midwest, a solution was chosen to resolve this issue. Bartlett and West along with Washburn Tech are jointly participating in resolving this issue to meet the needs of our welding program and ensure the safety of our students.

DESCRIPTION:

This project will provide for the removal of the current ventilation system to be retrofitted and reused in the Diesel Technology Program/ Collision Repair. The current system in Diesel is 30 years old and is fast approaching the end of its useful life. A new Camfil Pollution Control ventilation system will be installed in Welding to provide an enhanced level of fume and particulates capture utilizing a canister system to collect the particulates, fully filter the air and then return the air into the welding classrooms. This new system will utilize curtains to assist in the capture of fumes and smoke and efficiently remove them from the work spaces. Work will begin as quickly as possible after engineering and procurement contractual details can be finalized.

FINANCIAL IMPLICATIONS:

An additional expenditure of \$226,000 which consists of \$80,000 from current year salary savings, \$80,000 from FY16 capital outlay funds, and \$66,000 from Washburn Institute of Technology reserves.

RECOMMENDATION:

President Farley recommends the Board of Regents increase the Gross Maximum Price (GMP) previously approved from \$1,800,000 to a new GMP of \$2,026,000 to upgrade and enhance the welding area ventilation system located in Building D.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 7.
Washburn University Board of Regents

SUBJECT: UPS/Power Distribution Unit for Washburn Data Center

DESCRIPTION:

This project is to replace the aging power distribution unit (PDU) and uninterruptable power supply (UPS) which supports the Washburn Data Center located in the Bennett Computer Center. These units provide the continuous, clean power required by application servers and campus networking equipment supporting business, academic and general Internet access for both the Washburn and Washburn Tech campuses. Based on the age of this equipment, we are recommending this purchase now to ensure we are proactive in addressing our business continuity needs for both campuses.

ITS and Facilities have been working with Latimer, Sommers and Associates (LSA) to select the best long term solution providing additional flexibility and service for our current and future power needs. We requested bids from three companies which can supply the needed equipment; ABB, Innovative Technology Solutions (Emerson) and P3.

This bid will cover the equipment purchase. A second RFP will be conducted in February for the any construction and installation of this equipment into the Bennett Computer Center.

<u>BIDDER</u>	<u>BID</u>
Innovative Technology Solutions	\$51,545
ABB	No bid
P3	No bid

The cost includes an 8% design fee from Latimer, Sommers & Associates which brings the total to \$55,665. While we only received one formal bid, we originally had informal quotes from each and the final bid was about \$12,000 less than their original quote, so we believe the bid process did its job.

FINANCIAL IMPLICATIONS:

An expenditure of \$55,665 from prior years' unspent technology equipment funds.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of a contract to Innovative Technology Solutions in the amount of \$55,665 for the purchase of a combined UPS/Power Distribution unit.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 8.
Washburn University Board of Regents

SUBJECT: Forensic Science Program Purchase of Bunker LUMOS Fourier Transform Infrared (FT-IR) Microscope and Bruker SENTERRA Raman Spectroscopy Microscope

DESCRIPTION:

Washburn University, through collaboration with the Kansas Bureau of Investigation (KBI) will offer students with accurate hands-on experiences using quality equipment, processes and tools. The Chemistry Department has established a teaching laboratory within the Forensic Science Building. The teaching laboratory will be offering advanced laboratory courses within this classroom that will support new and existing forensic academic programs. These courses require the use of the updated, quality equipment that is identical to what is being used by the KBI and crime labs throughout the country.

The Chemistry Department requests the purchase of the Bruker LUMOS Fourier transform infrared (FT-IR) microscope and a Bruker SENTERRA Raman Spectroscopy Microscope. This purchase will represent the identical instrument and software used by the Kansas Bureau of Investigation (KBI) chemistry laboratory. Students will be able to graduate in chemical forensic science with a working knowledge of the same instrument and protocol used by the KBI scientists. The software used for qualitative and quantitative analysis of data is the same for both instruments. Identical software allows for instructional consistency in operation of both of these instruments.

This new equipment will be housed in the KBI building within the Chemistry lab (room 200).

FINANCIAL IMPLICATIONS:

Funding for this equipment is within the general budget (financed through State funding) outlined for forensic lab equipment.

RECOMMENDATION:

President Farley recommends approval to award a contract to Bruker in the amount of \$224,490 for purchase of the equipment.

Date

Jerry B. Farley, President

Agenda Item No. V. B. 9.
Washburn University Board of Regents

SUBJECT: KanTRAIN Mobile Connections Center

DESCRIPTION:

The Round 4 TAACCCT grant's KanTRAIN Mobile Connections Center represents a collaborative outreach effort between Washburn University, the grant's lead institution, and the Kansas Department of Commerce (KDOC). The Mobile Connections Center will be operated by the KDOC at **KANSASWORKS** centers across Kansas to prepare and connect potential KanTRAIN participants, particularly TAA-eligible and veterans, to training, employers, & employment opportunities including pre-employment assessment & training options, interactive simulations, digital tutoring, resume and soft skills assistance, offer on-site training connections, TAA Rapid Response support, and the participant follow-up needed to become job-ready and employer-hired. The KanTRAIN Mobile Connections Center will provide supportive grant services and data analytics in support of grant performance outcomes on an on-going basis through September 30, 2018.

The RFP was sent to six different vendors (Farber Specialty Vehicles, Columbus, OH; Matthew Specialty Vehicles, Greensboro, NC; OBS Inc, Canton, OH 44702; Mobile Concepts, Mount Pleasant, PA; Hawleywood RV Ranch, Dodge City, KS; and Creative Mobile Interiors, Grove City, OH.) as well as a notice posted in the Topeka Capital-Journal.

Timeline: The U.S. Department of Labor has authorized the purchase of a KanTRAIN Connections Center vehicle to be completed and received by March 31, 2016.

One bid was received. The bid came in as follows:

<u>BIDDER</u>	<u>BID</u>
Farber Specialty Vehicles, Columbus, OH	\$ 239,000 Base Bid
Computers Option	\$ 22,740
Total Bid	\$ 261,740 Total Bid

In response to only one bid, Washburn's Director of Purchasing, Sherry Draper, recommends moving forward with this proposal. She believes it would be in the interest of Washburn not to put this out to bid again since this is a specialized product. In her experience with this type of RFP, you usually only get the one interested party bidding again with the same result.

KanTRAIN (\$11,997,957) is 100% funded by the U.S. Department of Labor's Trade Adjustment Assistance Community College and Career Training Program, #TC-26477-14-60-A-20.

FINANCIAL IMPLICATIONS:

An expenditure of \$261,740 from the KanTRAIN grant budget.

RECOMMENDATION:

President Farley recommends the Board of Regents approve award of a contract to Farber Specialty Vehicles in the amount of \$261,740 for the KanTRAIN Mobile Connections Center.

Date

Jerry B. Farley, President