

June 1, 2018

Dear Member:

A special meeting of the Board of Trustees of Colby Community College will be held on **Monday, 6/4/2018, at 7:30 a.m.**, in the Board Room in Thomas Hall. The purpose of the meeting is review and approve the Request for Proposal (RFP) for dirt work; disposition of surplus; North Central Technical College agreement; RFP for sidewalk and RFP for Star Trans.

- I. Open the meeting
- II. Review and Approve Notice of Special Meeting
- III. Business
  - A. Dirt Work RFP
  - B. Disposition of Surplus
  - C. North Central Technical College-Agreement
  - D. Sidewalk RFP
  - E. Star Trans RFP
- IV. Adjournment

Sincerely,



Seth Macon Carter  
President

# RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

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## **I. CALL TO ORDER**

The special board meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas was held in the Board room in Thomas Hall on June 4, 2018, at 7:30 a.m.

### **MEMBERS PRESENT**

Quintin Flanagin, Audrey Hines, Carolyn Armstrong, Linda Vaughn, Arlen Leiker, Kenton Krehbiel, and Seth Carter.

### **OTHERS PRESENT**

None. Penny Cline recorded the minutes of the meeting.

### **CALL MEETING TO ORDER**

Board Chairman Quintin Flanagin called the meeting of the Colby Community College Board of Trustees to order at 7:30 a.m.

## **II. REVIEW AND APPROVE NOTICE OF SPECIAL MEETING**

Audrey Hines made a motion to approve the Review and Approve Notice of Special Meeting. Arlen Leiker seconded the motion; motion passed unanimously.

## **III. BUSINESS**

### **A. DIRT WORK RFP**

Dr. Carter presented the bid to complete dirt work at the farm. He spoke with the vendors and concerns were raised that the RFP does not cover the scope of work needing to be done. The cost was initially thought to be around \$20,000 and the current estimation is \$100,000. He would like to update the RFP and send out for re-bid. Dr. Carter asked for approval to reject the bid. Carolyn Armstrong made a motion to reject the dirt work bid. Arlen Leiker seconded the motion; motion passed unanimously.

### **B. DISPOSITION OF SURPLUS**

Dr. Carter reported Jori Steele, Beef Production Program Director, would like to sell a dry cow with no calf at auction and Shanda Mattix, Horse Production Program Director, and would like to donate back to the original owner a horse that has medical needs that can no longer be used for the equestrian team. The original owner will retire the horse on his farm. Dr. Carter also requested approval to sell IT equipment on Purple Wave. Audrey Hines made a motion to approve the disposition of surplus as presented. Kenton Krehbiel seconded the motion; motion passed unanimously.

### **C. NORTH CENTRAL TECHNICAL COLLEGE AGREEMENT**

Dr. Carter requested approval of the agreement between CCC and the North Central Technical College Dental Hygiene Program. This agreement is for one calendar year commencing on July 1, 2018. Carolyn Armstrong made a motion to approve the agreement with North Central Technical College. Linda Vaughn seconded the motion; motion passed unanimously.

### **D. SIDEWALK RFP**

Dr. Carter presented bids from Stephens Construction and Woofter Construction to redo three sections of sidewalk. Dr. Carter's proposal is to award Stephens Construction the bid for 1250 square feet (sidewalk located on the west side of Thomas Hall, leading into the entrance) and 2500 square feet (sidewalk on the east side of Thomas Hall that follows the path to the library) and award Woofter Construction the bid for 2500 square feet (sidewalk on the south side of

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the library, following the path to the north side of the Student Union). Kenton Krehbiel made a motion to approve the sidewalk bids as presented. Arlen Leiker seconded the motion; motion passed unanimously.

## **E. STAR TRANS RFP**

Dr. Carter presented bids from three vendors (Colby Dodge, MC Auto, and Midwest Transit). When Dr. Carter first visited with the vendors, the units could be delivered by June 30, 2018. However, the units were sold prior to the board meeting. The college could not officially commit to purchasing the vehicles until the board approved the bids, and other units could not be delivered by June 30 as the RFP specified. Arlen Leiker made a motion to approve the bid from Tubbs and Sons in the amount of \$56,675. Kenton Krehbiel seconded the motion. Mr. Krehbiel requested the board reject the lowest bid and show the board wanted to go with a local vendor. Carolyn Armstrong expressed concern that Colby Dodge could deliver a unit by June 30 at a cost of \$63,145, \$7,000 more than the lower bid. Arlen Leiker rescinded his motion and Kenton Krehbiel rescinded the second. Dr. Carter recommended rejecting bids as presented and re-bid at a later date. Carolyn Armstrong made a motion to reject all bids and re-bid at a later date. Audrey Hines seconded motion; motion passed unanimously.

## **IV. ADJOURNMENT**

Arlen Leiker made a motion to adjourn. Linda Vaughn seconded the motion; motion passed unanimously at 7:46 a.m.