

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Meeting Minutes
November 11, 2016**

The Collin County Community College District conducted a special called meeting of the Board of Trustees on November 11, 2016, at the Collin Higher Education Center, with Chairman J. Robert Collins presiding. Trustees in attendance were Mr. Andy Hardin, Mr. Mac Hendricks, Ms. Jenny McCall, and Mr. Larry Wainwright. Trustees Jim Orr, Adrian Rodriguez, and Nancy Wurzman were not in attendance. Other attendees included District President H. Neil Matkin, and Collin College administrators and staff.

CALL TO ORDER

Chairman Collins called the November 11, 2016, meeting of the Board of Trustees of Collin County Community College District to order at 12 p.m. The Board met in the Board Room 139 at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069.

CLOSED OR EXECUTIVE SESSION

The Board of Trustees recessed into closed session beginning at 12:01 p.m. in Room 135 at the Collin Higher Education Center, as authorized by Article 551.001, Texas Government Code, Sections 551.071 Consultations with Attorney; 551.072 Deliberations about Real Property; and 551.074 Personnel Matters.

RECONVENE

Chairman Collins reconvened the meeting into open session at 12:15 p.m. He called on Shirley Harmon, Executive Assistant to the District President/Secretary to the Board of Trustees, to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE NOVEMBER 11, 2016, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Ms. Harmon certified the notice of the November 11, 2016, Collin County Community College District Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

PLEDGES OF ALLEGIANCE

Dr. Collins led the pledge of allegiance to the American and Texas flags.

PUBLIC COMMENT

No public comment was presented.

AGENDA

2016-11-1 Bid Report for November 2016

The Board of Trustees considered approval of the Bid Report for November 2016 with one new solicitation, that being the contract for custodial services at the Preston Ridge Campus. Dr. Matkin said nine (9) firms bid on the contract, with UMB Enterprise ranking first. The current vendor ranked fifth in the ranking system. He said UMB's bid was slightly more expensive than the outgoing contract; however, overall quality was a factor in determining the recommended vendor.

In answer to Trustee Hardin's question, Acting Vice President of Administrative Services/CFO Ken Lynn said that UMB's evaluation score totaled 408. Eight categories were considered including: Experience and Qualifications; Project Team/Staff Qualifications/Experience/Credentials; Training Programs, including recurring employee orientation and in-service training programs; Quality Control Plan/Procedures; References; Projected dollar value and type of equipment to be in place on-site and dedicated to support the agreement; Projected dollar value of monthly expenditures for supplies; and Price Proposal. Mr. Lynn said the process was tightened this year and made more representative of the college's values and what would represent the best value to the college.

In answer to Trustee Wainwright's question regarding drug testing, Mr. Lynn said the vendor does drug test before hiring and putting employees on our campuses; however, there is not a requirement for ongoing drug testing of employees during the three years of the contract. Mr. Lynn said there is a standard 30 day out of the contract if the college runs into problems with a vendor.

Mr. Hendricks requested that in the future, the backup materials include a breakdown of the scoring for each of the eight categories by the individual evaluation team member.

On motion of Mr. Hardin, second of Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for November 2016 as presented.

I. NEW SOLICITATIONS

Purchase Request #1		
Contract for Custodial Services at Preston Ridge Campus	\$	1,875,735.00
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TOTAL OF NEW SOLICITATIONS		1,875,735.00
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GRAND TOTAL	\$	1,875,735.00
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ADJOURNMENT

There being no further business, Dr. Collins adjourned the meeting at 12:30 p.m.