



Complete and submit this form, along with any supplemental documentation, to the Office of the President by 5:00pm on the seventh day prior to the Board meeting.

**Date of Board Meeting:** March 26, 2024

**Subject:** Hutchins Building roof repairs

**Recommendation:** Approve the transfer of \$23,884.28 from the Plant Repair and Replacement Fund to cover the cost some needed repairs to the Hutchins roof.

**Background and Rationale:** The roof on the Hutchins Building was installed in 1994 and needs some repairs. We have a quote from TADCO Roofing and Waterproofing to remove 120' of existing gravel guard, fabricate and install new gravel guard, torch apply new cap sheet with reinforced Cool-Sil for a water tight seal. The cost of the repairs will be an estimated \$23,884.28


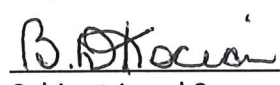
**Cost and Budgetary Support:** \$23,884.28  
Transfer from the Plant Repair and Replacement Fund

**Strategic Priority Alignment:** ☐ Student Success ☐ Community Impact  
☐ Resource Optimization ☒ Institutional Excellence


**Resource Person(s):**

Bryce D. Kocian, Vice President of Administrative Services  
Mike Feyen, Advisor to the Director of Facilities Management  
Philip Wuthrich, Director of Purchasing

**Signatures:**

 3-7-24 3/7/24  
Originator Date  
 03/18/2024  
Cabinet-Level Supervisor Date

**President's Approval:**

 3-18-24  
President Date