



Northwestern
Michigan
College

Board of Trustees

www.nmc.edu/trustees

Northwestern Michigan College provides lifelong learning opportunities to our communities.

1701 East Front Street
Traverse City, MI 49686
(231) 995-1010
trustees@nmc.edu

Special Meeting Agenda

Wednesday, June 9, 2021

Virtual Zoom Webinar ID: 977 1319 3197

<https://nmc.zoom.us/j/97713193197>

Phone: 1 312 626 6799 or 1 646 558 8656

9:30 a.m. Special Meeting

I. GENERAL BUSINESS

- A. Call to Order
- B. Roll Call

In compliance with PA 254 each trustee should publicly announce if they are attending remotely and provide their current physical location. The member's announcement must identify specifically the member's physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely.

- C. Pledge of Allegiance
- D. Review of Agenda and Approval of Additions, Deletions, or Rearrangements

II. ACTION ITEMS

- E. **Oleson Center Roof Project** (Pursuant to Policy A-106.00 Finance)

Recommend authorization for administration to enter into a contract with Excel Roofing in the amount of \$73,500, plus a 15% contingency of \$11,025, for a total amount of \$84,525, for the Oleson Center building roof project.

III. DISCUSSION ITEMS

- F. **Strategic Planning Vision and Values Workshop**—*Dr. Chrissy Coley and Dr. Kevin David, CampusWorks, Inc.*

IV. PUBLIC INPUT

Requests for public input should be typed into the "Chat" function of the Zoom meeting prior to the Public Input time in the agenda. You will be called upon to speak, and please start by stating your name. The topic addressed should be related to business within the jurisdiction of the Board.

Comments will be limited to (3) three minutes in length per speaker and the speaker will be muted by NMC technology staff at the end of that (3) three minutes. The Board will take public remarks into consideration, but will not comment at time of input.



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V. REVIEW OF FOLLOW-UP REQUESTS

Confirm requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

VI. ADJOURNMENT

Upcoming Board Meeting Dates:

All board meetings are open to the public.

June 28, 2021
July 26, 2021
August 23, 2021
September 27, 2021
October 25, 2021
November 22, 2021
December 20, 2021
January 24, 2022
February 28, 2022
March 21, 2022
April 25, 2022
May 23, 2022
June 27, 2022



MEMO
Administrative Services

To: Dr. Nick Nissley, President
From: Troy Kierczynski, Interim Vice President of Finance and Administration
 Michael Chrypinski, Director of Facilities
Date: June 7, 2021
Subject: Oleson Center Roof Project

This document is intended to provide an overview and recommendation for the selection of a vendor to repair, restore and shingle the Oleson Center building roof.

Board Action Requested

Authorize Northwestern Michigan College administration to enter into a contract with Excel Roofing of Grand Rapids, Michigan, in the amount of \$73,500 (plus a 15% contingency) for the Oleson Center building roof project. Excel Roofing was the lowest qualified bidder for the project.

Background / Project Scope:

The scope of work for this project includes the repair, restoration and shingle of the Oleson Center roof. The current roof was constructed in 2000 and is now damaged and leaking. Repairs are needed prior to moving the NMC/Munson Child Care Center into the Oleson Center on August 1, 2021.

Bid Analysis

The Request for Proposal was placed in the Builders Exchange and on the NMC Website with a June 3, 2021 deadline. Bid respondents are listed below:

Company Name:	Location	Base Bid Amount
Excel Roofing	Grand Rapids, MI	\$73,500
IRT Services	Traverse City, MI	\$88,959
Ostrander Roofing	Belding, MI	\$78,800

Recommendation

Recommend authorization for administration to enter into a contract with Excel Roofing in the amount of \$73,500, plus a 15% contingency of \$11,025, for a total amount of \$84,525, for the Oleson Center building roof project.



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Board Policy C-101.00

Ends Policy

Vision

NMC will be the resource of choice for higher education, lifelong learning and cultural experiences. NMC will be an essential contributor to quality of life and a vibrant economy. We will demonstrate collaborative and inventive approaches to education and training for liberal studies, careers, interests and emerging learner markets.

If any provision(s) of this policy or set of bylaws conflicts with laws applicable to Northwestern Michigan College, including the Community College Act of 1966, the Freedom of Information Act, or the Open Meetings Act, as each may be amended from time to time, such laws shall control and supersede such provision(s).

Initially adopted by the Northwestern Michigan College Board of Trustees November 23, 1998

Replaces C-100.00, adopted May 24, 1993

Revised March 26, 2007

Reviewed without changes November 22, 2010

Reviewed without changes October 23, 2017



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Board Policy C-102.00

Ends Policy

Values

Our individual and collective efforts create the legacy of NMC. In order to achieve our mission, we are individually committed and responsible to live these values:

- **Learning** is at the center of all we strive to achieve. It is the foundation upon which an enlightened citizenry and a dynamic community are built and is a lifelong process in which we are all engaged.
- We will continuously improve the learning experience and its global relevance to those we serve through **innovation, agility and thoughtful risk-taking**.
- Our actions are governed by the highest degree of **ethics, integrity and personal responsibility**, exhibited through **transparency, openness and trust**.
- We each will practice **responsible stewardship** for the human, physical, financial and environmental resources entrusted to our care.
- Each of us will strive to **exceed expectations** for quality and service in all that we do.
- We **value all people** and will invest in their personal and professional growth and development.
- We will **exhibit foresight** by monitoring the changing world around us and taking actions today that prepare us to meet future needs of our communities.
- We will **seek others** who share our vision and values, and **collaborate** with them on behalf of our communities.

If any provision(s) of this policy or set of bylaws conflicts with laws applicable to Northwestern Michigan College, including the Community College Act of 1966, the Freedom of Information Act, or the Open Meetings Act, as each may be amended from time to time, such laws shall control and supersede such provision(s).

Adopted by the Northwestern Michigan College Board of Trustees November 23, 1998

Replaces C-102.00, adopted August 28, 1995

Revised March 26, 2007

Revised November 22, 2010

Reviewed without changes December 21, 2015