

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES January 19, 2016

EPICENTER MEETING ROOM (1-453)
13805 – 58TH STREET N.
LARGO, FLORIDA

REGULAR MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. PRELIMINARY MATTERS

- A. Presentation of Retirement Resolutions and Motion for Adoption
 - 1. Sara Bird (*Not Attending*)
 - 2. Kathy Federico (*Attending*)
 - 3. Rachel Marks (*Not Attending*)
 - 4. Barbara Rehkemper (*Not Attending*)
 - 5. Paul Spinelli (*Not Attending*)
 - 6. Barbara Thompson (*Not Attending*)
- B. Recognitions/Announcements
 - 1. Introduce New Trustees
 - 2. Gregory Wright, and Melissa Seixas, Duke Energy – Ms. Frances Neu, Vice President, Institutional Advancement and Executive Director Foundation
 - 3. Charles Ray, EPA Brownfields Phoenix Award – Mr. Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services

III. COMMENTS

- A. Board Chair
- B. Board Members
- C. President
- D. Public Comment pursuant to §286.0105 FS

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of November 17, 2015 (*Action*)

Board of Trustees' Strategic Planning Workshop of December 15, 2015 (*Action*)

V. MONTHLY REPORTS

- A. Board Attorney
- B. General Counsel

VI. STRATEGIC FOCUS AND PLANNING

A. STUDENT SUCCESS AND ACHIEVEMENT

1. Spring 2016 Who's Here (*Presentation*) – Dr. Patrick Rinard, Associate Vice President, Enrollment Services, Dr. Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services
2. Fall 2015 Courses Success Rates (*Presentation*) – Dr. Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services

B. BUDGET AND FINANCE

1. Monthly Financial Report (*Presentation*)– Ms. Janette Hunt, Acting Budget and Compliance Director
2. 2016-2017 Operating Budget Calendar Events (*Presentation*) – Ms. Janette Hunt, Acting Budget and Compliance Director
3. Budget Strategic Priorities 2016-2017 (*Action*) – Dr. Doug Duncan, Senior Vice President Administrative/Business Services and Information Technology

C. ADMINISTRATIVE MATTERS

1. Human Resources
 - a. Personnel Report (*Action*)
2. Construction
 - a. Overview of Selection Process for Architects and Contractors (*Information*)
 - b. Approval of Construction Manager At Risk Services, Career and Academic Advising Center, Seminole Campus (*Action*)
 - c. Update of ongoing Capital Projects (*Presentation*) – Mr. Jim Waechter, Associate Vice President, Facilities Planning & Institutional Services

D. ACADEMIC MATTERS

1. Baccalaureate Education at SPC (*Presentation*) – Mr. Djuan Fox, Coordinator, Special Projects
2. Program Changes, Orthotics and Prosthetics (*Presentation/Action*) –Dr. Richard Flora, Dean Veterinary Technology and Health Programs

E. STRATEGIC PRIORTIES

1. Florida TRADE Sustainability Plan (*Presentation/Action*) – Dr. Gary Graham, Director: Florida TRADE Consortium

VII. CONSENT AGENDA

A. OLD BUSINESS (items previously considered but not finalized)

1. Tarpon Springs Land Sale Update (*Information*)

B. NEW BUSINESS

1. GRANTS/RESTRICTED FUNDS CONTRACTS
 - a. The Honor Society of Phi Kappa Phi – Excellence in Innovation Award (*Action*)
2. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000 – NONE
3. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION
 - a. Amendment #3 to the Lease Agreement between St. Petersburg College and Pinellas County Osteopathic Medical Society (*Action*)

VIII. INFORMATIONAL REPORTS

- A. Quarterly Informational Report of Exempt and Non-Exempt Purchases (*Information*)
- B. Quarterly Informational Report of Contract Items (*Information*)
- C. Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000 (*Information*)

IX. PUBLIC ACCESS/UNAGENDAED ITEMS

X. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing - NONE

XI. PRESIDENT’S REPORT

A. Campus Safety

XII. NEXT MEETING DATE AND SITE

February 16, 2016 Clearwater Campus, ES 104

XIII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting January 19, 2016, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

Items summarized on the Agenda may not contain full information regarding the matter being considered. Further information regarding these items may be obtained by calling the Board Clerk at (727) 341-3241.

***No packet enclosure**

Date Advertised: January 8, 2016

Confirmation of Publication

[Notice of meeting](#)

Welcome New Trustees

Bill Foster, of St. Petersburg, is the former mayor of the City of St. Petersburg. An attorney at Foster and Foster, P.A., he also served 10 years on the St. Petersburg City Council, two years as chairman. He has been a participating member of St. Petersburg Vision 2020, the Pinellas County Annexation Task Force, the NAACP and the St. Petersburg History Museum. He is a graduate of Northeast High School, Samford University and the Cumberland Law School at Samford University. He was appointed for a term beginning December 18, 2015, and ending May 31, 2019.

Nathan Stonecipher, of St. Petersburg, is co-owner of Green Bench Brewing Co. A Pinellas County native, he is a graduate of St. Petersburg College and the University of Florida. He previously was vice president of Directed Capital Resources LLC and was an assistant bond trader with Raymond James Financial. He is a member of the board of directors of the EDGE Business District Association in St. Petersburg. He was appointed for a term beginning Dec. 18, 2015, and ending May 31, 2018

Foundation Scholarship Sponsor



Charles Ray, EPA Brownfields Phoenix Award

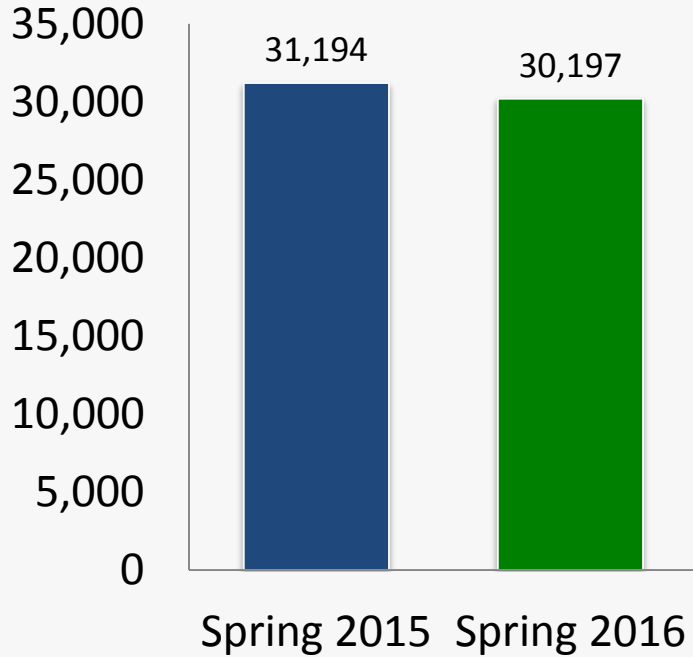


Spring 2016 Who's Here

SPC Board of Trustees Meeting
January 19, 2016

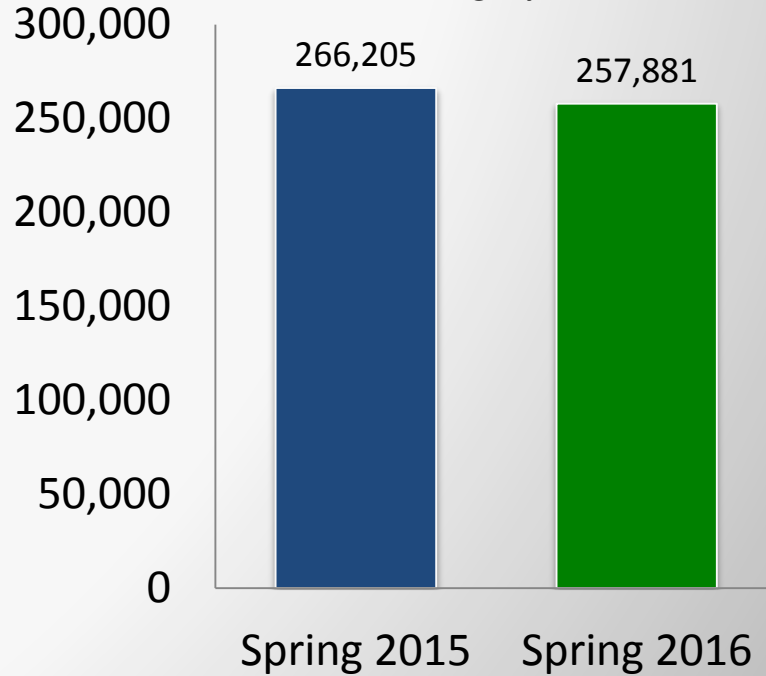


-3.2%



Headcount

-3.1%

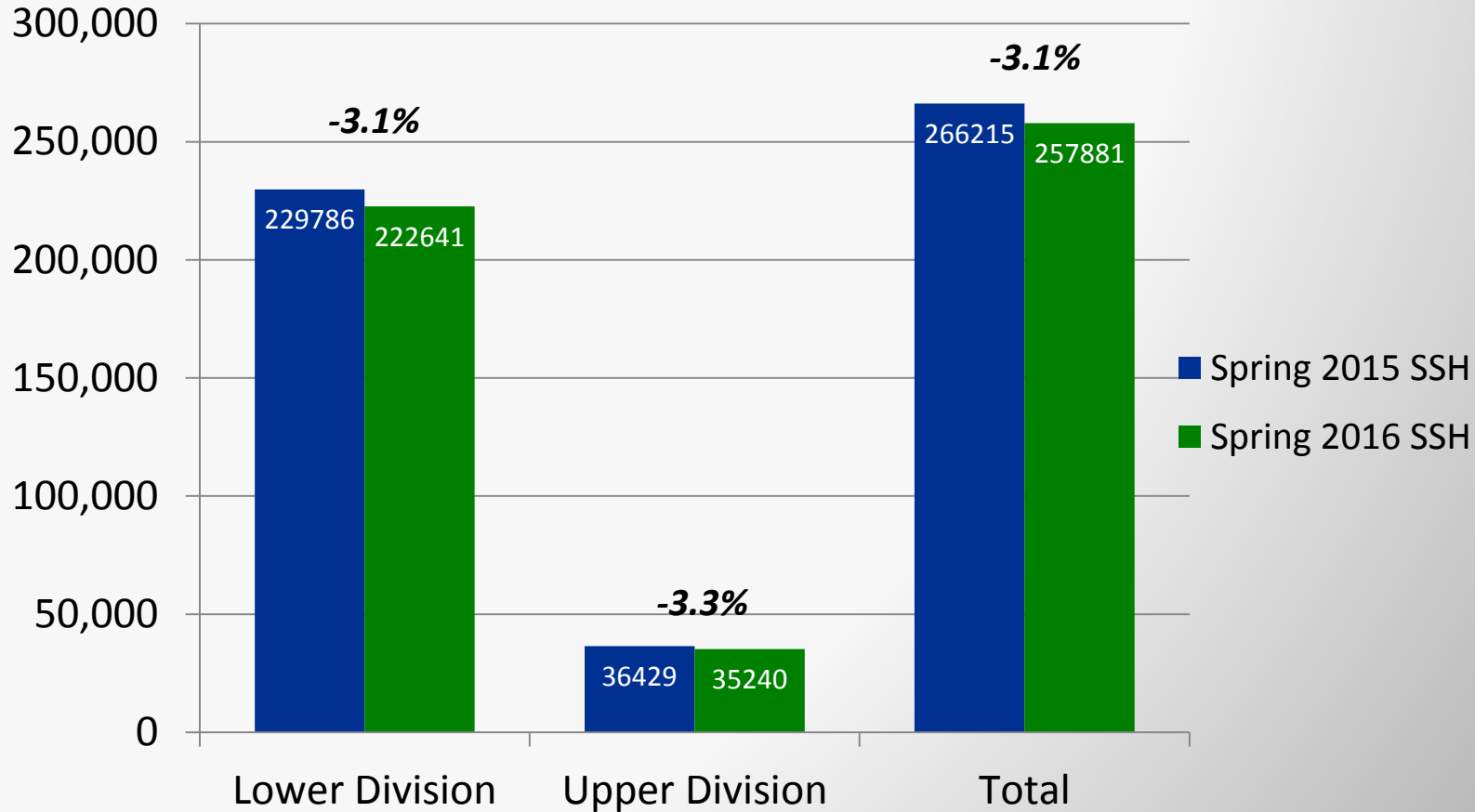


SSH

Opening Day Enrollment

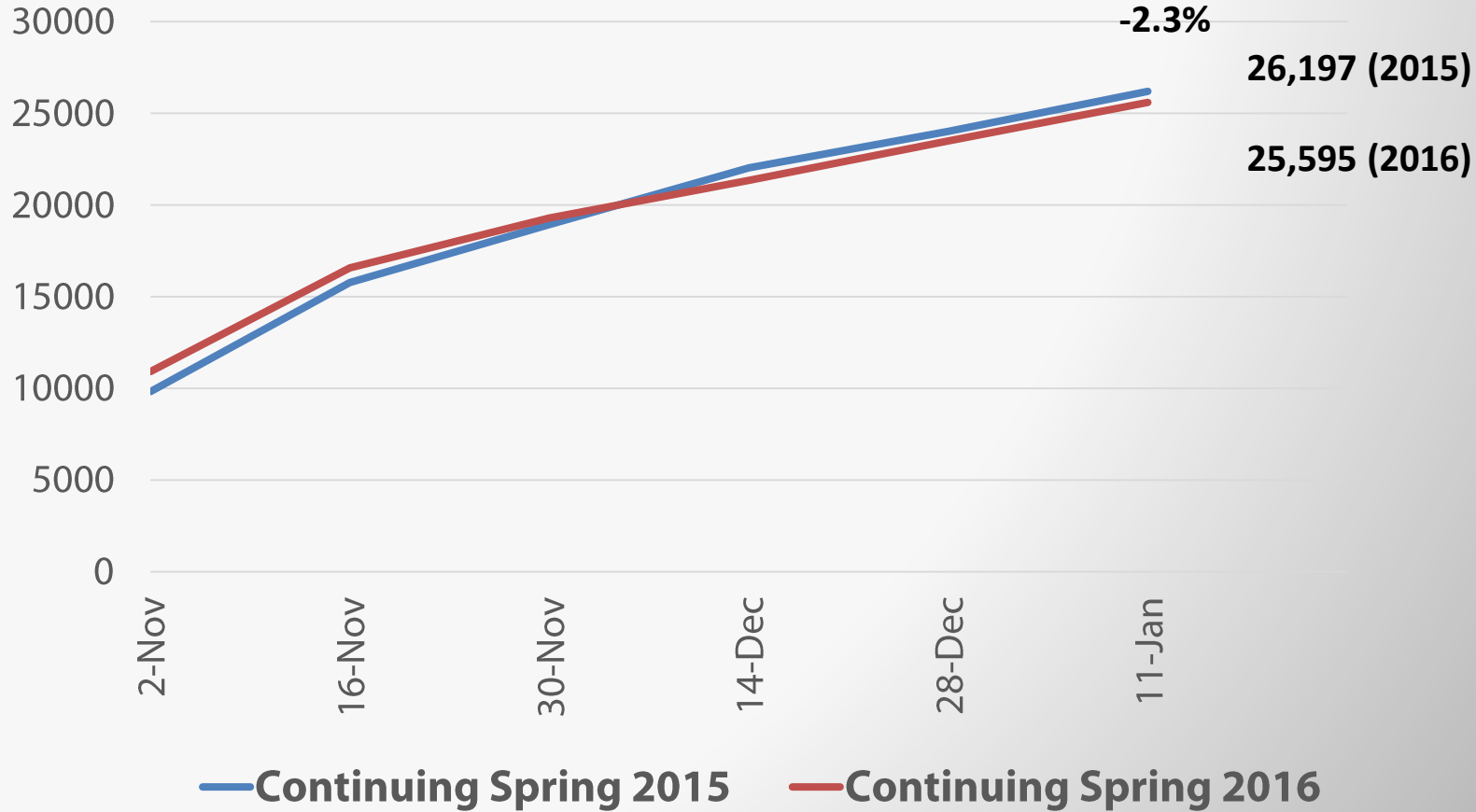
Note: SSH = Student Semester Hours.

Source: BI, Pulse – Headcount and Enrollment By Day Dashboards, Data Extracted January 11, 2016



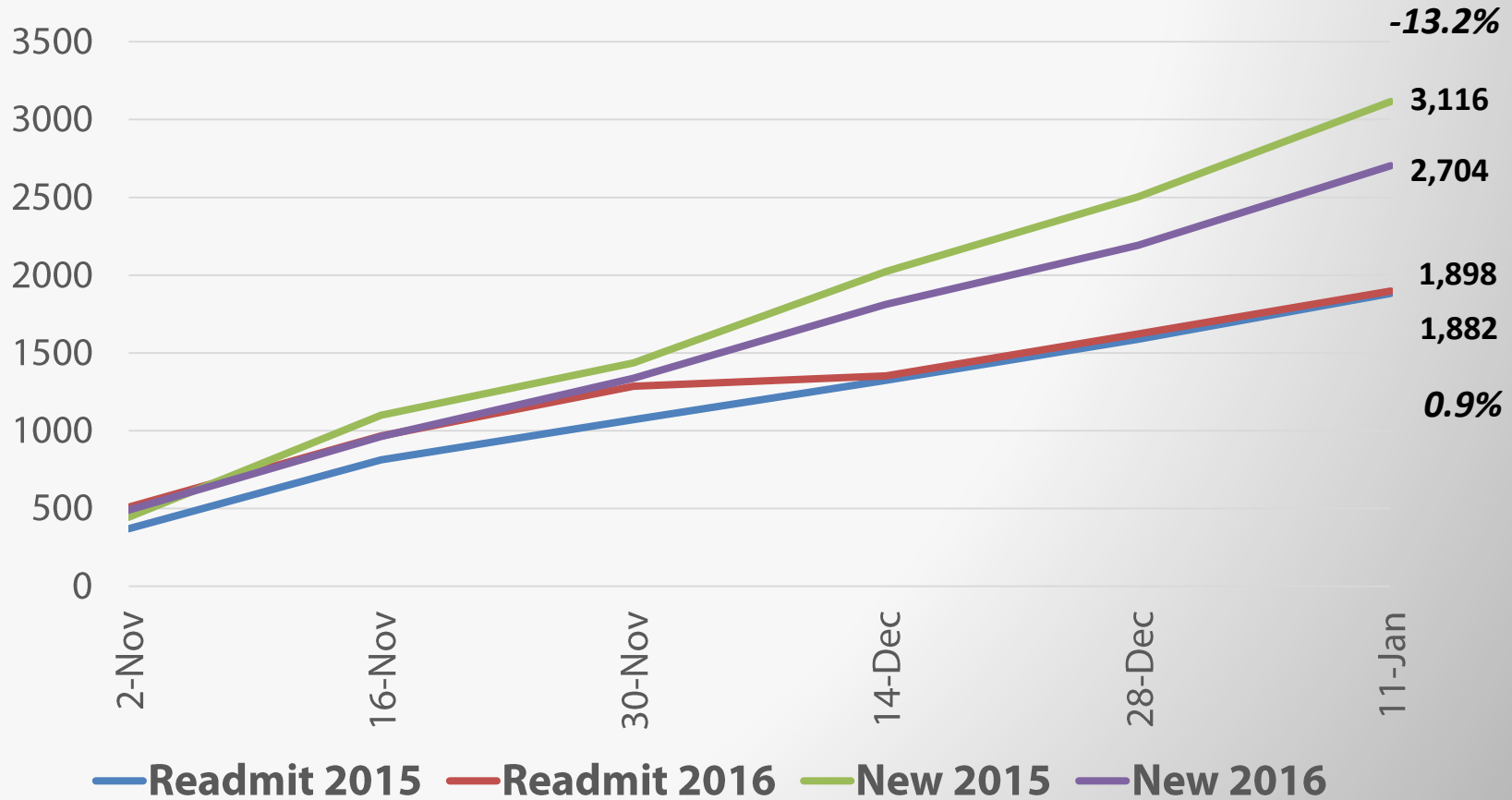
SSH – Student Semester Hours

Lower & Upper Division - SSH



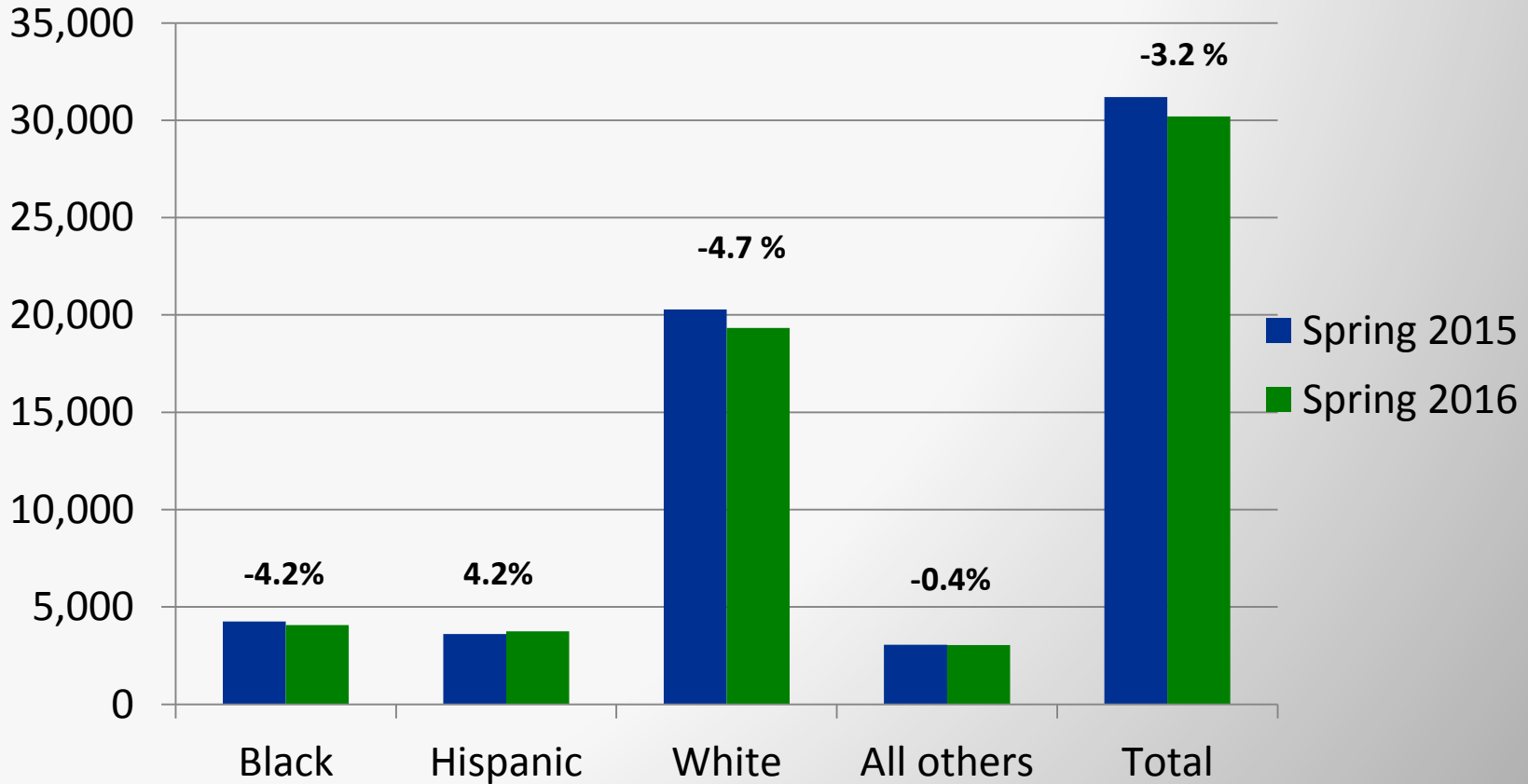
Continuing Student Trend

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 11, 2016



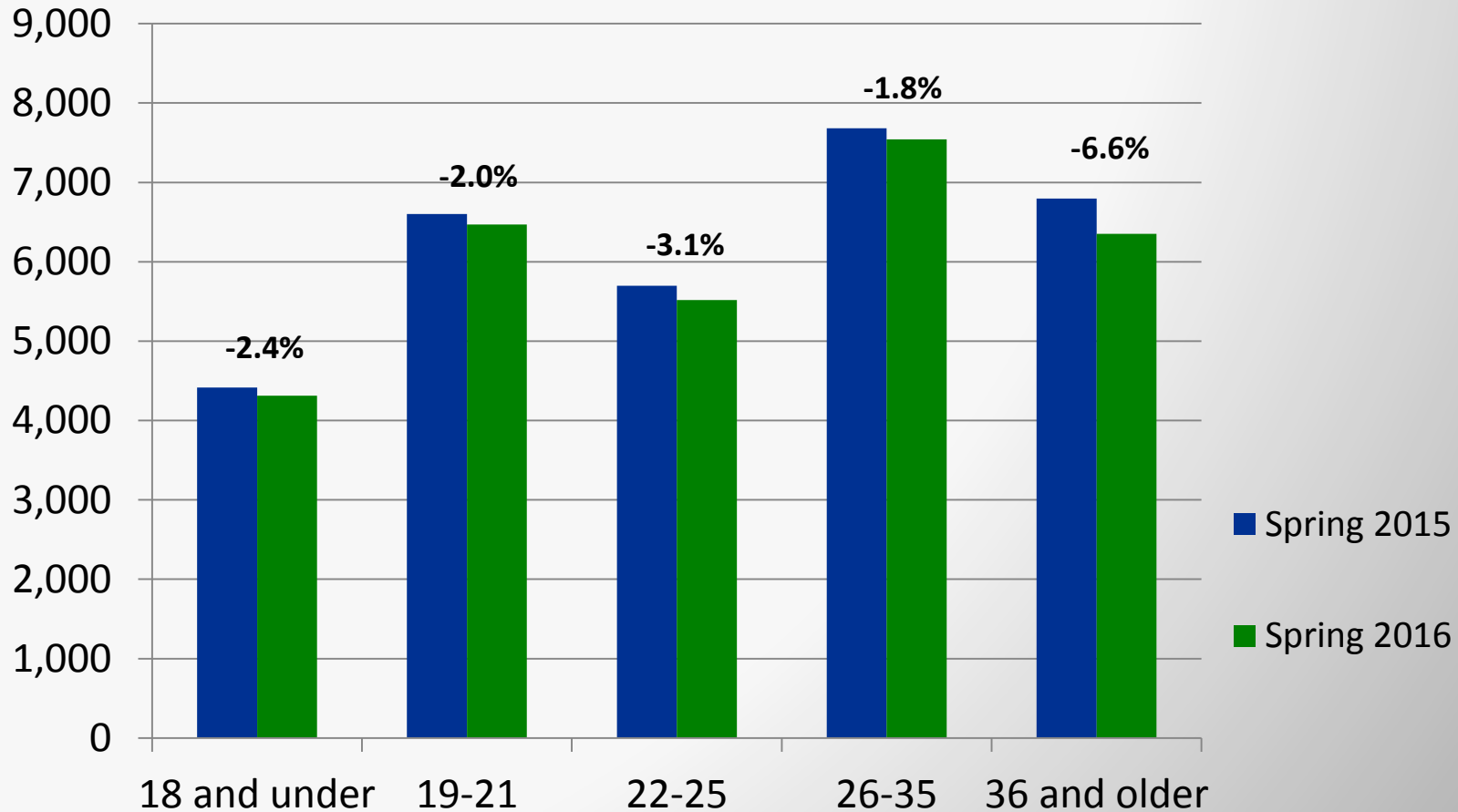
New and Readmit Student Trend

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 11, 2016



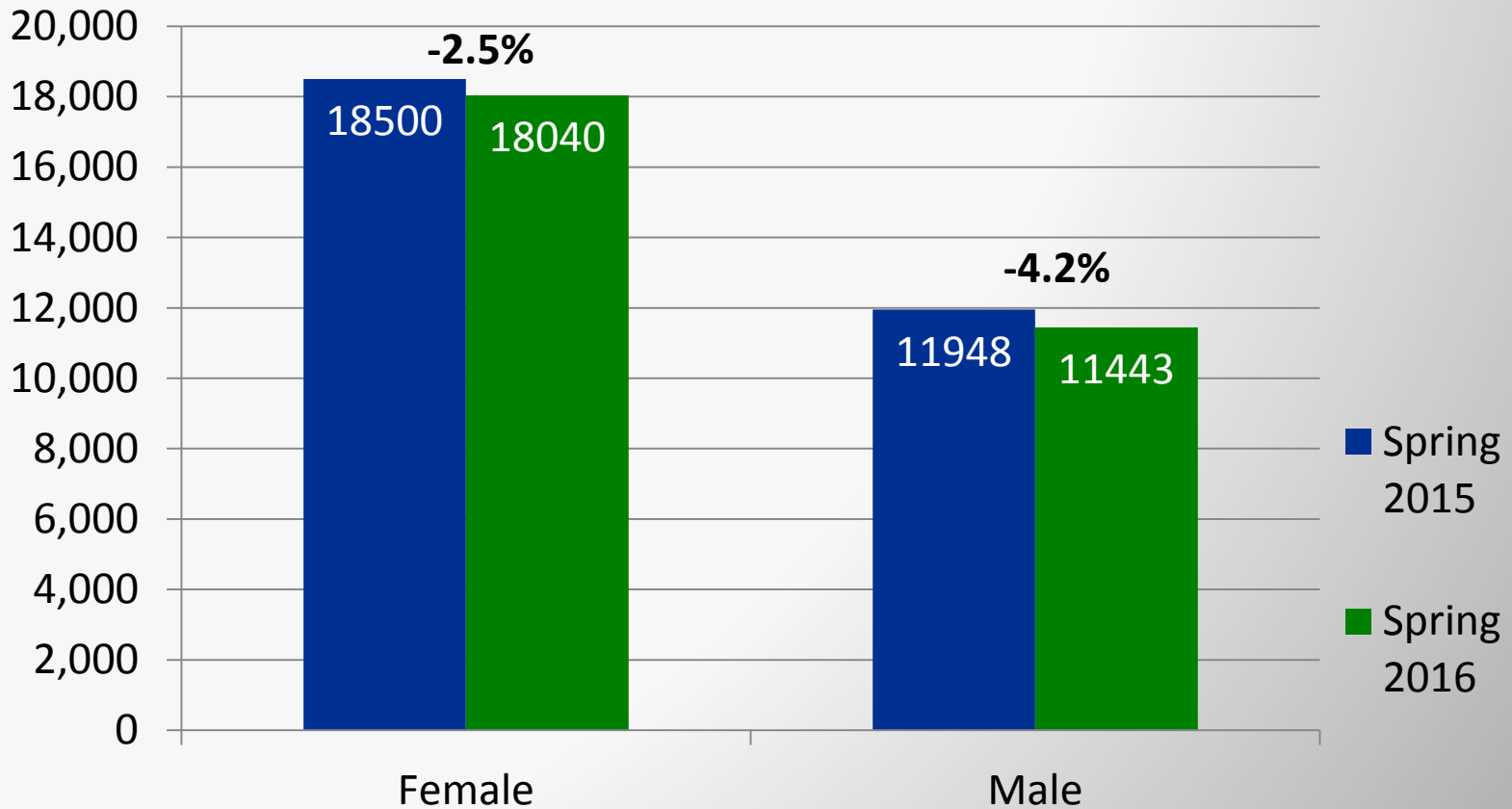
Headcount by Ethnicity

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 11, 2016



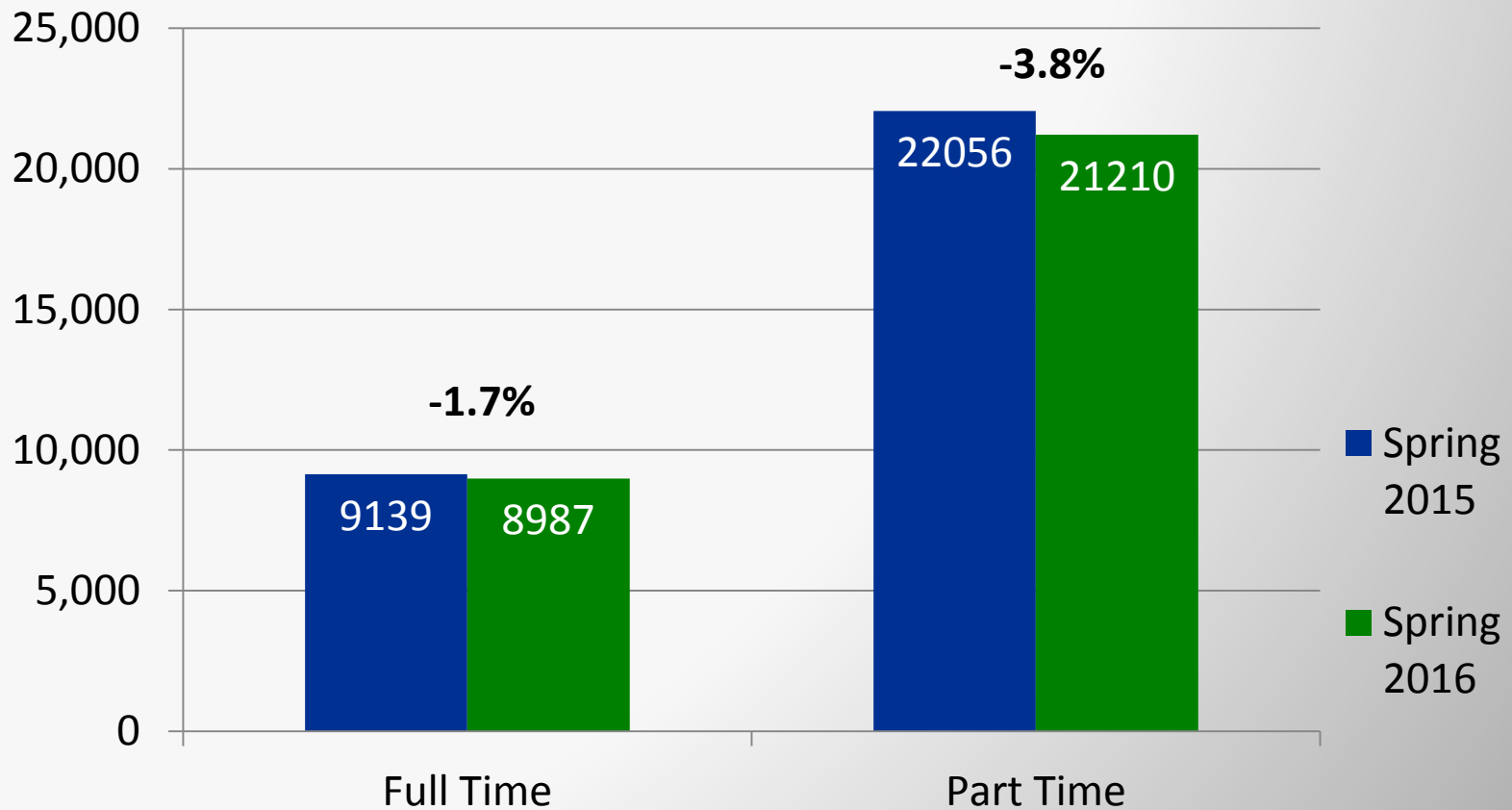
Headcount by Age

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 11, 2016



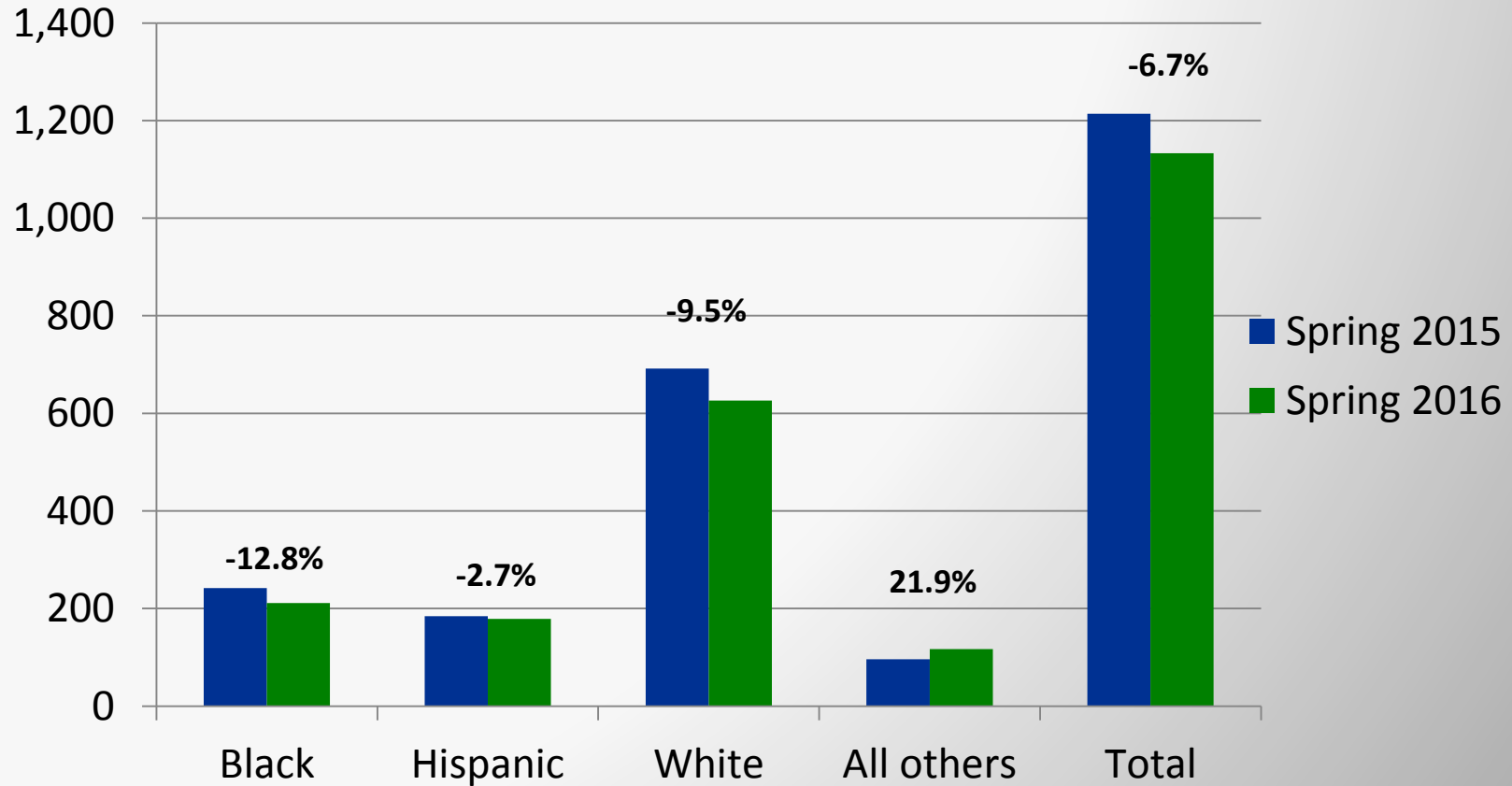
Headcount by Gender

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 11, 2016



Enrollment Status

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 11, 2016



First Time in College

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 11, 2016

Financial Aid

2015-16 Award Year

- **22,519 students awarded \$150,455,143 million!**
 - Average award package - \$6,397 per year

- **Pell Grant – 16,155 students, \$54.9 million**
 - Average award - \$3,398 per year

- **Scholarships and Waivers – 3,184 students, \$6.5 million**
 - Average award - \$2,041 per year

- **Other grants – 7,385 students, \$7.7 million**
 - Average award - \$1,043 per year

- **Student Loans – 11,655 students, \$80.6 million**
 - Average accepted – \$6,915 per year

Prior Term	Budgeted SSH	Current SSH Capacity	Actual SSH	Remaining SSH	Percent Full SSH	On-Hold SSH
258,875	252,731	280,259	253,637	26,622	90.5%	5,683

Note: Excludes Off-site Dual Enrollment (Open Campus).

Budgeted Enrollment

Source: BI – Daily Enrollment Dashboard, Data Extracted January 11, 2016



Questions



Fall 2015 Course Success Rates

*Board of Trustees Meeting
January 19, 2016*



The Course Success Rate is the number of A, B, and C letter grades divided by the overall number of grades.

A, B, C

A, B, C, D, F, W, WF, I

All Students	Number of Grades	Success Rate
Fall 2013	93,508	76.9%
Fall 2014	93,484	76.6%
Fall 2015	92,542	78.4%

Note: Excludes Pass/Fail Grading basis courses and audits

Note: Success rates exclude Pass/Fail Grading basis courses and audits.

Course Success Rates

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 10, 2016.

	Fall 2013	Fall 2014	Fall 2015	Two Year Diff	One Year Diff
FTIC Students	74.6%	68.7%	71.4%	-3.2%	2.7%
Gender					
<i>Male</i>	70.7%	64.1%	66.4%	-4.3%	2.3%
<i>Female</i>	77.8%	72.5%	75.2%	-2.6%	2.7%
Ethnicity					
<i>Black/African American</i>	67.0%	53.3%	57.8%	-9.2%	4.5%
<i>Hispanic/Latino</i>	77.9%	73.6%	68.6%	-9.3%	-5.0%
White	75.2%	70.7%	74.2%	-1.0%	3.5%
Male/Ethnicity					
<i>Black/African American Male</i>	65.1%	47.7%	54.6%	-10.5%	6.9%
<i>Hispanic/Latino Male</i>	72.8%	66.9%	61.1%	-11.7%	-5.8%
<i>White Male</i>	70.7%	66.7%	69.2%	-1.5%	2.5%

Note: Success rates exclude Pass/Fail Grading basis courses and audits. FTIC refers to students who are First-Time-in-College (FTIC).

FTIC Comparison

Source: Pulse Business Intelligence System , Campus Success Rates dashboard, Data extracted January 11, 2016.

	Fall 2014	Fall 2015	Diff
FTIC Students	61.2%	67.2%	6.0%
Gender			
<i>Male</i>	57.6%	65.1%	7.5%
<i>Female</i>	63.6%	68.7%	5.1%
Ethnicity			
<i>Black/African American</i>	53.2%	58.6%	5.4%
<i>Hispanic/Latino</i>	69.0%	66.8%	-2.2%
White	63.9%	70.2%	6.3%
Male/Ethnicity			
<i>Black/African American Male</i>	47.3%	60.9%	13.6%
<i>Hispanic/Latino Male</i>	59.3%	58.3%	-1.0%
<i>White Male</i>	62.4%	67.6%	5.2%

Note: Success rates exclude Pass/Fail Grading basis courses and audits. FTIC refers to students who are First-Time-in-College (FTIC).

FTIC Developmental Courses

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 10, 2016.

	Fall 2014	Fall 2015	Diff
FTIC Students	65.7%	67.8%	2.1%
Gender			
<i>Male</i>	61.0%	62.1%	1.1%
<i>Female</i>	70.1%	72.3%	2.2%
Ethnicity			
<i>Black/African American</i>	50.4%	55.0%	4.6%
<i>Hispanic/Latino</i>	72.2%	65.6%	-6.6%
White	67.1%	70.6%	3.5%
Male/Ethnicity			
<i>Black/African American Male</i>	45.9%	50.4%	4.5%
<i>Hispanic/Latino Male</i>	65.0%	55.4%	-9.6%
<i>White Male</i>	62.8%	65.2%	2.4%

Note: Success rates exclude Pass/Fail Grading basis courses and audits. FTIC refers to students who are First-Time-in-College (FTIC).

FTIC Gateway Courses

Source: Pulse Business Intelligence System , Campus Success Rates dashboard, Data extracted January 10, 2016.

Developmental Education Results – Spring 2014

Flexible placement

MATHRecommended
Developmental educationEnrolled in college
level course
MAT1033Only 2 out of 10 students
passed with a C or better

Flexible placement

READINGRecommended
Developmental educationEnrolled in college
level course
ENC1101Only 5 out of 10 students
passed with a C or better

Flexible placement

WRITINGRecommended
Developmental educationEnrolled in college
level course
ENC1101Only 5 out of 10 students
passed with a C or better

Developmental Education courses will help build the skills you need to be successful in college.
Learn more: www.spcollege.edu/advising

14-0740-11

- Have a 'choice' regarding taking a placement test or participating in Dev Ed courses.
- Evaluated using a prediction model based on prior performance.
- Provided a *Likely College Ready*, *Dev Ed Recommended*, or *Dev Ed Strongly Recommended* prediction in each developmental education area.

Flexible Placement Students

Courses	All FTIC Students	Likely College Ready	Dev Ed Recommend	Dev Ed Strongly Recommend
Math Recommendations				
MAT 1033 and MAT 1100	60.1%	66.1% (626)	42.1% (318)	39.1% (174)
Developmental Ed Courses	59.8%	77.8% (36)	58.8% (148)	43.0% (93)
Writing Recommendations				
ENC 1101	69.5%	71.5% (1,028)	56.4% (218)	52.7% (186)
Developmental Ed Courses	75.4%	83.6% (55)	79.5% (73)	78.3% (46)
Reading Recommendations				
ENC 1101	69.5%	72.7% (896)	61.7% (326)	49.5% (210)
Developmental Ed Courses	78.4%	70.0% (10)	81.4% (43)	69.6% (23)

Note: Success rates exclude Pass/Fail Grading basis courses and audits.

Prediction Model Outcomes

- The overall college has steady increased over the last three Fall terms with a 1.8% increase this last Fall.
- FTIC students had a 2.7% increase this last Fall.
- FTIC students improved course success rates in Developmental Education 6% (Hispanic students were the exception).
- FTIC students improved course success rates in Gateway Courses 2% (Hispanic students were again the exception).
- Flex Placement Students perform better when taking the college recommended Dev Ed course.

Noteworthy Observations



Questions?

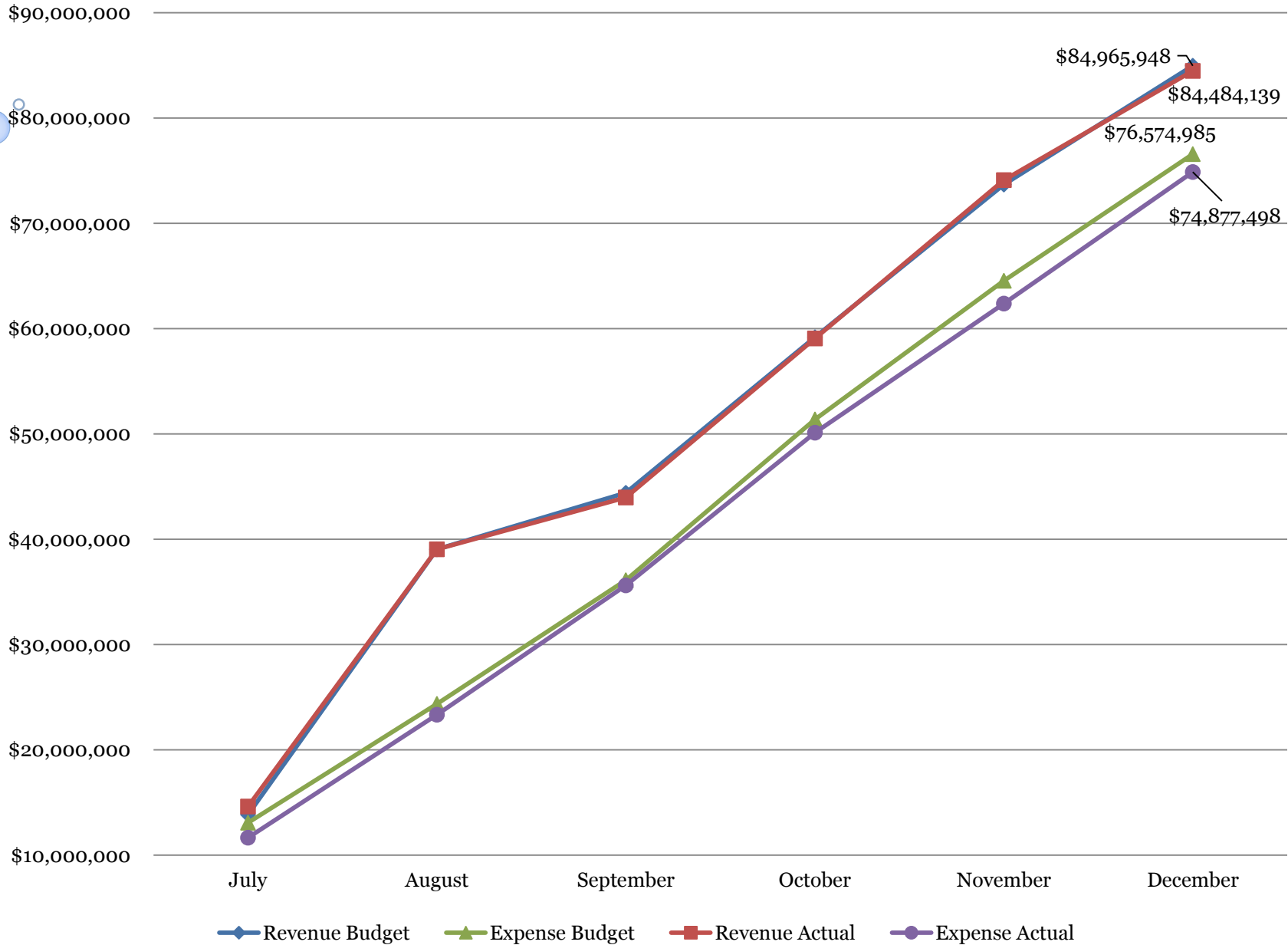




**St. Petersburg College
Board of Trustees
Monthly Financial Report**

**Janette Hunt
January 19, 2016**

St. Petersburg College FY15-16 Fund 1 Actuals



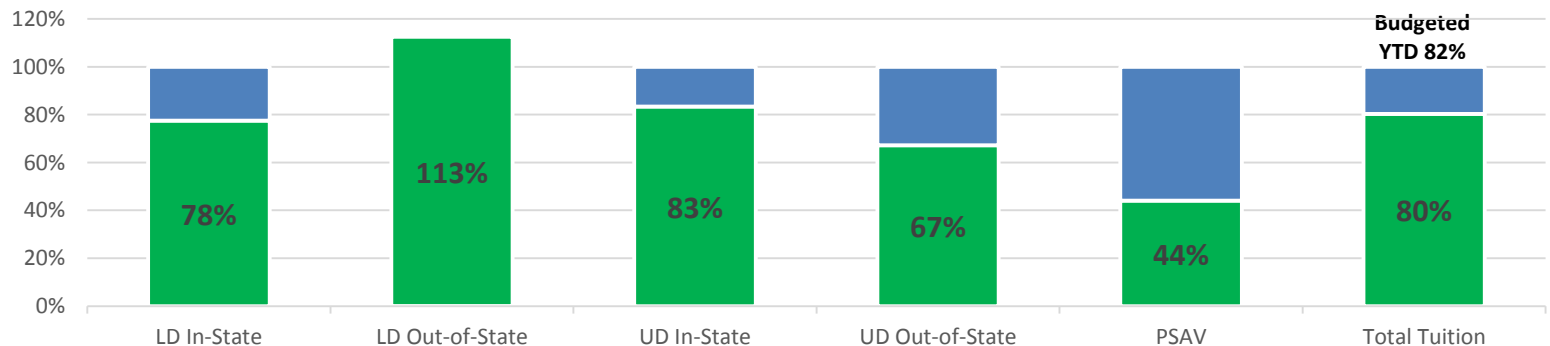
Revenue Focus

ST. PETERSBURG COLLEGE

FY15-16 OPERATING BUDGET TO ACTUAL REPORTING: July 1 - Dec 31

Revenue	FY15-16 Budget	FY15-16 Actual	% YTD Actual to Total Budget	% Tracking to YTD Budget
Student Tuition & Out-of-State Fees	\$ 56,498,805	\$ 45,365,559	80%	
State Appropriation - CCPF	\$ 54,863,174	\$ 27,548,293	50%	
State Appropriation - Lottery	\$ 14,934,524	\$ -	0%	
Performance Funding	\$ 1,202,209	\$ 571,048	47%	
Operating Cost for New Facilities	\$ 172,604	\$ -	0%	
Learning Support Access Fee	\$ 1,831,810	\$ 1,400,026	76%	
Distance Learning Fee	\$ 3,752,441	\$ 2,894,286	77%	
Technology Fee	\$ 2,815,337	\$ 2,223,501	79%	
Lab Revenue Fees	\$ 1,714,401	\$ 1,518,198	89%	
Industry Certifications	\$ 150,000		0%	
Other Revenues	\$ 5,397,200	\$ 2,393,883	44%	
Other Student Fees	\$ 1,622,007	\$ 569,344	35%	
Fund Transfers In	\$ 3,568,839		0%	
Revenue Stabilization Reserve	\$ 2,173,009	\$ -	0%	
One-Time Non-Recurring Funds	\$ 2,291,443		0%	
Total Revenues - Fund 1x	\$ 152,987,803	\$ 84,484,139	55.2%	55.5%

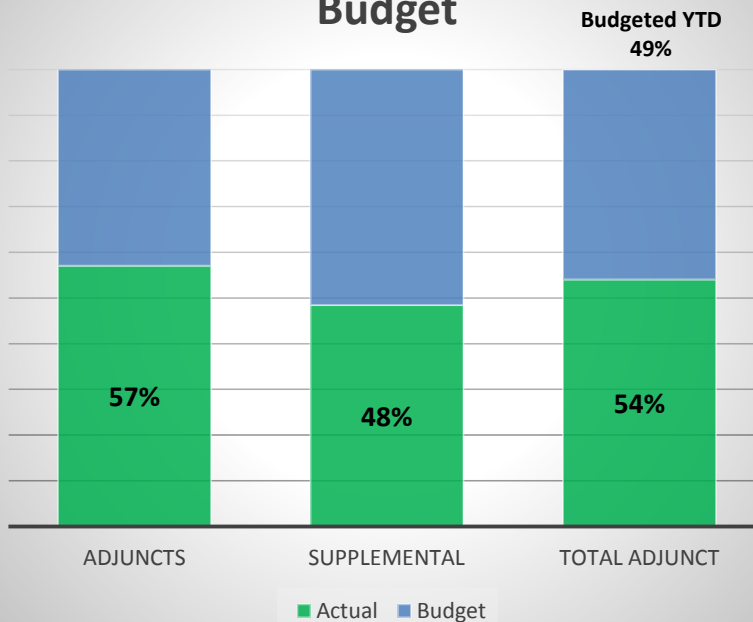
Tuition Revenue Tracking to Budget



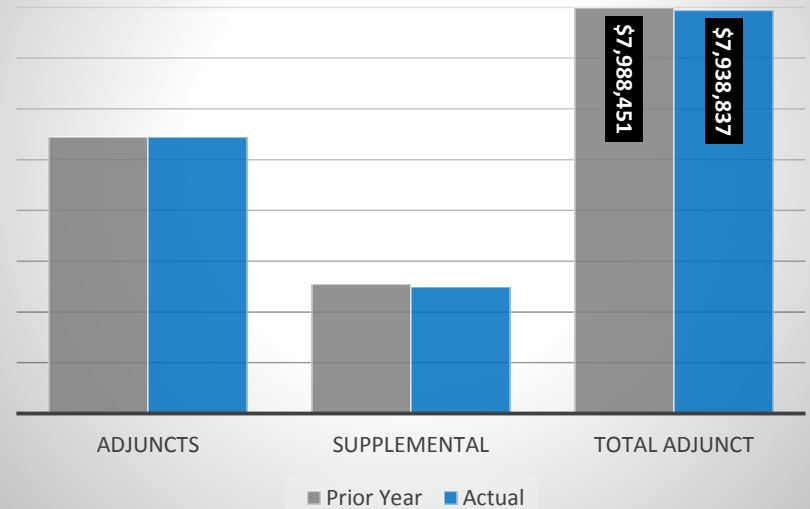
Expense Focus

Operating Costs	FY15-16 Budget	FY15-16 Actual	% YTD Actual	% Tracking to
			to Total Budget	YTD Budget
Personnel & Benefits				
Total Personnel & Benefits	\$ 118,154,416	\$ 59,144,478	50.1%	51.1%
Current Expense				
Total Current Expense	\$ 31,771,510	\$ 14,419,731	45.4%	43.1%
Capital Spending				
Total Capital Spending	\$ 3,347,196	\$ 1,313,289	39.2%	73.3%
Total Operating Costs - Fund 1x	\$ 153,273,122	\$ 74,877,498	48.9%	50.0%
Total Remaining Funds (Surplus/Deficit)	\$ (285,320)	\$ 9,606,641		

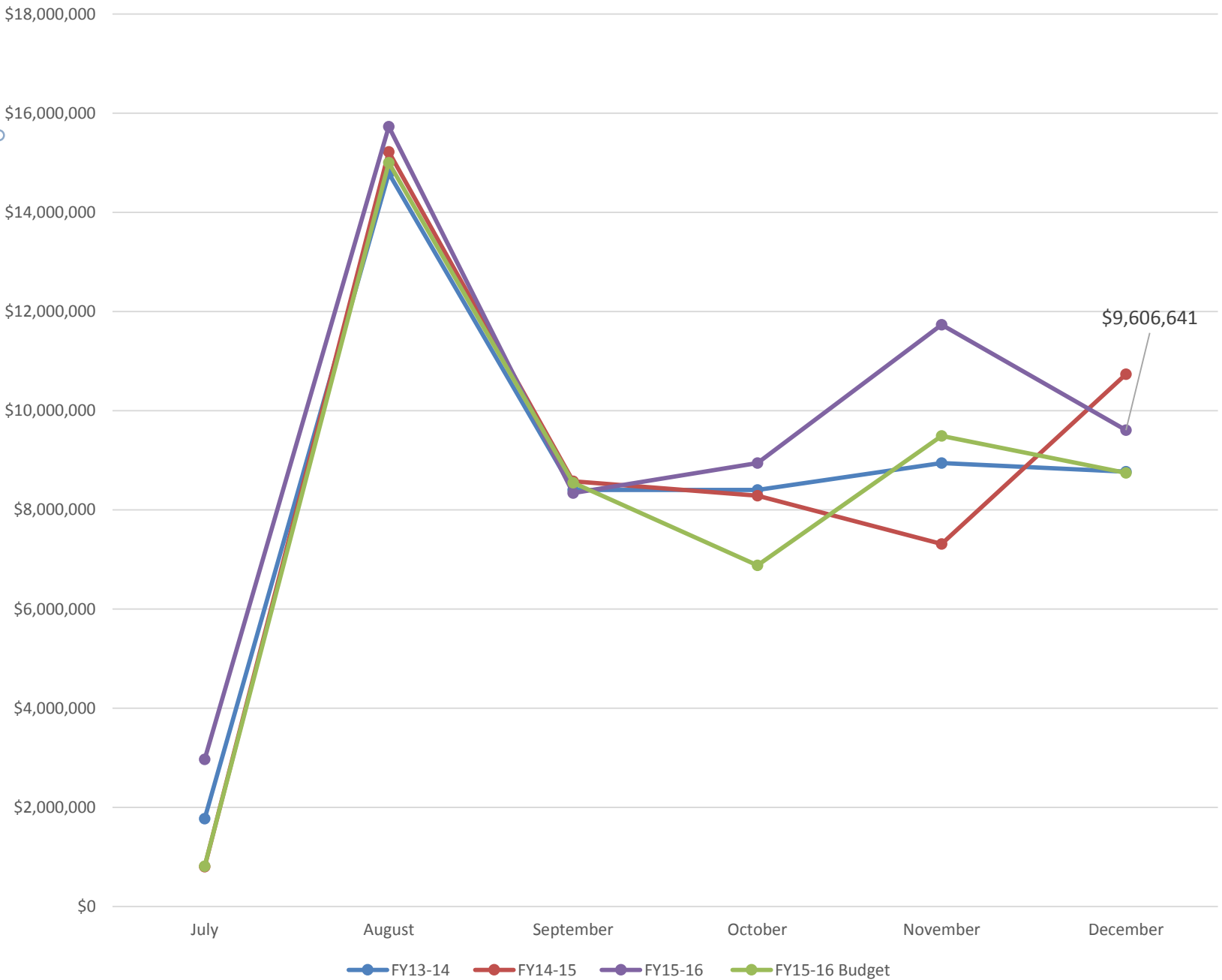
Adjunct Expense Tracking to Budget



Year Over Year Adjunct Expense Comparison



Operating Budget Fund Balance Trends





Questions?


St. Petersburg College FY16-17 Budget Process Key Dates

Date	Activity
November 23 rd	Governor's Budget Released
December 15 th	BOT Strategic Workshop
January 12 th	Legislative Budget Session Started
January 19 th	BOT Confirmation of Strategic Goals
February 8 th - 12 th	Course Fee Reviews with Deans
February 16 th	BOT Update: Revenues
March 3 rd	Strategic Budget Presentation Day
March 7 th – 11 th	College Closed for Spring Break
March 11 th	Legislative Budget Session Ends
March 15 th	BOT Update: Expenses/Overview of Strategic Budget Request
March 16 th – April 6 th	Strategic and Executive Committee Prioritizations
April 19 th	BOT Update: Budget Draft to Meet Strategic Goals/Faculty and Provost Hiring
May 17 th	BOT Budget Approval
June 21 st	BOT Budget Confirmation
June 30 th	Budget Due to State

January 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effect. Date
Felman, Stephen J	Analyst/Programmer	Admin Info Sys - Development DO	11/30/15-06/30/16
Wright, Michel C	Analyst Programmer	Admin Info Sys - Development DO	01/04/16-06/30/16
Pascua, Elena L	Nursing Skills Facilitator	Nursing HC	11/30/15-06/30/16
Rodak, Dawn A	Associate Provost	SPC-Downtown	01/04/16-06/30/16

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effect. Date
Comeau, Kimberly A	(Acting) Student Success Mgr	Associate Provost CL	01/04/16-05/04/16
Woods, Katherine A	Chair, Dental Hygiene -AS Prog	Dental Hygiene HC	01/04/16-06/30/16
Pawlowski, David J	Coord, Tech App Support	Desktop Software Support DO	12/07/15-06/30/16
Van Nostrand, Thomas M	Coord, Tech App Support	Desktop Software Support DO	12/07/15-06/30/16
Nash, Michael A	Coord, Tech App Support	Desktop Software Support DO	12/07/15-06/30/16
Oliver, Brian D	Coord, Tech App Support	Desktop Software Support DO	12/07/15-06/30/16
Huetson, Linda Jean	Career & Academic Advisor	Enrollment Management DO	11/28/15-06/30/16
Gebler, Ashley M	Manager, Marketing Services	Marketing & Strategic Comm DO	11/28/15-06/30/16
Thomas, Kory B	Program Director II	Physical Therapist Asst HC	11/23/15-06/30/16
Collins, Jody L	Development Officer	Resource Development DO	12/14/15-06/30/16
Carter, Caitlin	Scholarship Manager	Resource Development DO	01/04/16-06/30/16

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effect. Date
Murray, Fabre Latravia	Sr Administrative Svcs Assist	Business Technologies CL	11/23/15
Bullock-Smith, Jesse D	Security Officer	Campus Security CL	11/30/15
Gooch, Kelly L	Facilities Specialist	College Construction DO	11/16/15
Lopez, Josiah A	Custodian	Custodial Services CL	12/14/15
Tran, Tinh V	Custodian	Custodial Services SE	12/14/15
Parker, George	Custodial Supervisor	Custodial Services SPG	11/02/15
Rodriguez, Erik	Custodian I	Custodial Services TS	11/16/15
Cole, Tammy E	Administrative Svcs Specialist	Dental Hygiene HC	12/14/15
Semones, Sarah	Sr Administrative Svcs Assist	Facilities Plan & Inst EPISvcs	12/07/15
Kuhn, Christina M	Research Specialist	Institutional Research DO	11/09/15
Custode, Fiore P	Sr Landscaper	Landscape Services CL	11/16/15
Williams, John J	Landscaper	Landscape Services TS	12/07/15
Breier, Michael David	Accounting Support Specialist	Scholarships/Stu Fin Assist DO	11/02/15

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effect. Date
Fuchs,Richard C	Lead Custodian	Custodial Services SPG	12/07/15

HIRE Temporary/Supplemental			
Name	Title	Department/Location	Effect. Date
Gordos,John	Professional Trainer	Corporate Training DO	12/01/15
Morales,Nichole	Professional Trainer	Corporate Training DO	12/01/15
Marinelli,James	Instructor, Temporary Credit	Criminal Justice AC	12/07/15
Wolpert,Thomas H	OPS Career Level 2	Facilities Plan & Inst EPISvcs	12/15/15
Joiner,Daniel E	OPS Professional	Fine & Applied Arts SPG	12/03/15
Indianos,Elizabeth	OPS Professional	Fine & Applied Arts TS	12/05/15
Kantzer,Mark L	OPS Career Level 5	Human Resources EPISvcs	01/04/16
Sciarrino,Ericka	OPS Career Level 5	Learning Resources CL	01/02/16
Koontz,Hadley Christine	General Support	Marketing & Strategic Comm DO	01/04/16
Toth,Andrea F	OPS Career Level 2	Provost AC	11/30/15
Bailey,Sandra G	OPS Career Level 1	Provost SE	11/21/15
Leeks,Dena M	OPS Career Level 1	Provost SE	11/21/15
Thompson,Tamara N	OPS Teaching Asst/Interpreter	Srvcs Spc Students CL	11/23/15
Allah,Ishmael A	General Support	Student Activities CL	01/04/16

TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES			
Name	Title	Department/Location	Effect. Date
Hernandez, Roberto	Faculty	Center for Public Safety Innovation	12/13/15-12/19/15

The purpose of this trip was to travel to the Central Department of State in El Salvador, San Salvador, to introduce the Community Policing Class #20287. The benefit to the College is to provide for nationally recognized training programs.

Funded by the Center for Public Safety Innovation Department. Estimated cost to the College is \$2,657.10.

White-Morelli, Nan	Faculty	Communications	12/26/15-01/02/16
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The purpose of this trip was to travel to Park Plaza Riverbank, London, to attend the Second International Conference on Media and Pop Culture as well as various other cultural activities in the city of London in support of my teaching of literature, humanities and interdisciplinary studies at St. Petersburg College. The benefit to the College is that this conference will examine the ways in which media affects our "daily lives by creating identities, images, and by generally influencing our views." Representations of women in the media and significant topics such as discrimination and human rights will be discussed.

Funded by the Communications Department. Estimated cost to the College is \$1,041.13.

Gilleland,Jean	Faculty	Communications	02/14/16-02/18/16
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The purpose of this trip is to travel to Palocio de Convenciones in Havana, Cuba, and attend the 10th International Higher Education Congress, which will draw professors from around the world, especially the Americas and the Iberian peninsula. The benefit to the College is to represent the College by participating in contemporary debates regarding higher education and promoting its English for Academic Purposes Program to colleagues from the Spanish and Portuguese speaking world.

Funded by the Communications Department. Estimated cost to the College is \$1,747.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology and the Strategic Issues Council Members bringing the actions forward, recommend approval.

Sw010416

PROCEDURE

SUBJECT	PROCEDURE: ACQUISITION OF PROFESSIONAL ARCHITECTURAL, ENGINEERING, LANDSCAPE ARCHITECTURAL OR SURVEYING AND MAPPING SERVICES	PAGE
		P6.08-1
LEGAL AUTHORITY	P6Hx23-6.08	5/12/14 Revision #14-5

P6Hx23-6.08 **PROCEDURE: ACQUISITION OF PROFESSIONAL ARCHITECTURAL, ENGINEERING, LANDSCAPE ARCHITECTURAL OR SURVEYING AND MAPPING SERVICES**

- I. This Procedure establishes a uniform method for acquiring architectural, engineering, landscape architectural or surveying and mapping professional services as contemplated by Sections 1013.45 and 287.055 of the Florida Statutes, and the State Requirements for Educational Facilities (“SREF”).

- II. The Associate Vice President of Facilities Planning and Institutional Services (“Facilities”) will recommend to the President when acquisition of professional services are advisable, and the President will consider the advice and make a final recommendation to the Board of Trustees (“Board”). The Board will evaluate the recommendation and decide whether to approve the use of such services. If the Board approves the President’s recommendation, Facilities will prepare the Request for Qualifications (“RFQ”), detailing the two-step screening and selection process and the criteria upon which competing firms will be evaluated. The Board will review the RFQ and decide whether to approve its use. If the President or Board determines not to use professional services as anticipated hereunder, Facilities may proceed with advertising the work in any manner it deems appropriate provided the method of advertisement is consistent with Florida Statutes and SREF.

- III. If the Board approves use of the RFQ, Facilities will advertise the RFQ pursuant to Florida Statutes and SREF.

- IV. The Board may select members to serve on the Screening Committee and Selection Team. Members for the Screening Committee may be employees of the College or members of the community. The Screening Committee will consist of no less than five members while the Selection Team will consist of no less than two members to include the College President and a member of the Board.

PROCEDURE

SUBJECT	PROCEDURE: ACQUISITION OF PROFESSIONAL ARCHITECTURAL, ENGINEERING, LANDSCAPE ARCHITECTURAL OR SURVEYING AND MAPPING SERVICES	PAGE
		P6.08-2
LEGAL AUTHORITY	P6Hx23-6.08	5/12/14 Revision #14-5

- V. Each member of the Screening Committee will review RFQ submittals and evaluate each submittal against the criteria referenced in the RFQ. When each member has conducted his or her individual review, the Committee will meet at a publicly noticed, open meeting to collaboratively decide which firms will be short-listed to proceed to the selection phase of the process. The Screening Committee will use a three-envelope system to determine which firms are shortlisted in an unranked order. The short-listing process will focus on excluding the least qualified firms from further consideration. The meeting to determine the short-listed firms will be recorded.

- VI. Once the short-list has been developed, the Screening Committee will randomly select the order of interviews of the short-listed firms with the Selection Team. The Associate Vice President of Facilities will contact each of the short-listed firms to advise them of their interview with the Selection Team.

- VII. The Selection Team will evaluate each shortlisted firm on the criteria referenced in the RFQ. The Selection Team's evaluation will consist of reviewing submittals and interviewing each firm and the interviews will be recorded. Once all interviews are complete, the Selection Team will submit to the Board, in order of preference based on numerical rankings, the three firms deemed to be the most highly qualified to perform the required services. The submission will be made by the College President to the Board with a recommendation to negotiate with the highest ranking firm.

- VIII. When authorized by the Board, the Associate Vice President of Facilities will notify the successful firm of selection and proceed into negotiations. The College will negotiate and enter into a contract for project services at compensation determined to be fair, competitive and reasonable.

- IX. Should the College be unable to negotiate a satisfactory contract with the firm deemed most qualified, negotiations with that firm will be formally terminated and the College will proceed to negotiating with the second most qualified firm. Should the College be unable

PROCEDURE

SUBJECT	PROCEDURE: ACQUISITION OF PROFESSIONAL ARCHITECTURAL, ENGINEERING, LANDSCAPE ARCHITECTURAL OR SURVEYING AND MAPPING SERVICES	PAGE
		P6.08-3
LEGAL AUTHORITY	P6Hx23-6.08	5/12/14 Revision #14-5

to negotiate a satisfactory contract with the second most qualified firm, the College will proceed to negotiating with the third most qualified firm. Should the College be unable to negotiate a satisfactory contract with any of the selected firms, additional firms will be selected in accordance with law. The College reserves the right to determine not to proceed with the project.

- X. Upon completion of negotiations, the proposed contract will be presented for approval by the Board, which has exclusive authority for the final award decision.

History: 8/21/01. Filed – 8/21/01. Effective – 8/21/01; 12/7/09. Filed – 12/7/09. Effective – 12/7/09; 5/12/14. Filed – 5/21/14. Effective 5/12/14.

PROCEDURE

SUBJECT	PROCEDURE: ACQUISITION OF CONSTRUCTION MANAGEMENT SERVICES	PAGE
		P6.12-1
LEGAL AUTHORITY	P6Hx23-6.12	5/12/14 Revision #14-5

P6Hx23-6.12 PROCEDURE: ACQUISITION OF CONSRUCTION MANAGEMENT SERVICES

- I. This Procedure establishes a uniform method for acquiring construction management services as contemplated by Sections 1013.45 and 287.055 of the Florida Statutes, and the State Requirements for Educational Facilities (“SREF”).
- II. The Associate Vice President of Facilities Planning and Institutional Services (“Facilities”) will recommend to the President when acquisition of construction management services are advisable, and the President will consider the advice and make a final recommendation to the Board of Trustees (“Board”). The Board will evaluate the recommendation and decide whether to approve the use of such services. If the Board approves the President’s recommendation, Facilities will prepare the Request for Qualifications (“RFQ”), detailing the two-step screening and selection process and the criteria upon which competing firms will be evaluated. The Board will review the RFQ and decide whether to approve its use. If the President or Board determines not to use construction management services, Facilities may proceed with advertising the work in any manner it deems appropriate provided the method of advertisement is consistent with Florida Statutes and SREF.
- III. If the Board approves use of the RFQ, Facilities will advertise the RFQ pursuant to Florida Statutes and SREF.
- IV. The Board may select members to serve on the Screening Committee and Selection Team. Members for the Screening Committee may be employees of the College or members of the community. The Screening Committee will consist of no less than five members while the Selection Team will consist of no less than two members to include the College President and a member of the Board.
- V. Each member of the Screening Committee will review RFQ submittals and evaluate each submittal against the criteria referenced in the RFQ. When each member has conducted his or her individual review, the Committee will meet at a publicly noticed, open meeting to collaboratively decide which firms will be short-

PROCEDURE

SUBJECT	PROCEDURE: ACQUISITION OF CONSTRUCTION MANAGEMENT SERVICES	PAGE
		P6.12-2
LEGAL AUTHORITY	P6Hx23-6.12	5/12/14 Revision #14-5

listed to proceed to the selection phase of the process. The Screening Committee will use a three-envelope system to determine which firms are shortlisted in an unranked order. The short-listing process will focus on excluding the least qualified firms from further consideration. The meeting to determine the short-listed firms will be recorded.

- VI. Once the short-list has been developed, the Screening Committee will randomly select the order of interviews of the short-listed firms with the Selection Team. The Associate Vice President of Facilities will contact each of the short-listed firms to advise them of their interview with the Selection Team.
- VII. The Selection Team will evaluate each shortlisted firm on the criteria referenced in the RFQ. The Selection Team's evaluation will consist of reviewing submittals and interviewing each firm and the interviews will be recorded. Once all interviews are complete, the Selection Team will submit to the Board, in order of preference based on numerical rankings, the three firms deemed to be the most highly qualified to perform the required services. The submission will be made by the College President to the Board with a recommendation to negotiate with the highest ranking firm.
- VIII. When authorized by the Board, the Associate Vice President of Facilities will notify the successful firm of selection and proceed into negotiations. The College will negotiate and enter into a contract for project services at compensation determined to be fair, competitive and reasonable.
- IX. Should the College be unable to negotiate a satisfactory contract with the firm deemed most qualified, negotiations with that firm will be formally terminated and the College will proceed to negotiating with the second most qualified firm. Should the College be unable to negotiate a satisfactory contract with the second most qualified firm, the College will proceed to negotiating with the third most qualified firm. Should the College be unable to negotiate a satisfactory contract with any of the selected firms, additional firms will be selected in accordance with law. The College reserves the right to determine not to proceed with the project.

PROCEDURE

SUBJECT	PROCEDURE: ACQUISITION OF CONSTRUCTION MANAGEMENT SERVICES	PAGE
		P6.12-3
LEGAL AUTHORITY	P6Hx23-6.12	5/12/14 Revision #14-5

- X. Upon completion of negotiations, the proposed contract will be presented for approval by the Board, which has exclusive authority for the final award decision.

History: Adopted - 8/21/01. Filed – 8/21/01. Effective – 8/21/01; 5/12/14.
Filed – 5/12/14. Effective 5/12/14.

PROCEDURE

SUBJECT	PROCEDURE: ACQUISITION OF PROFESSIONAL SERVICES WITH DESIGN-BUILD FIRMS	PAGE
		P6.13-1
LEGAL AUTHORITY	P6Hx23-6.13	5/12/14 Revision #14-5

P6Hx23-6.13 PROCEDURE: ACQUISITION OF PROFESSIONAL SERVICES WITH DESIGN-BUILD FIRMS

- I. This Procedure establishes a uniform method for acquiring professional services as contemplated by Sections 1013.45 and 287.055 of the Florida Statutes, and the State Requirements for Educational Facilities (“SREF”).

- II. The Associate Vice President of Facilities Planning and Institutional Services (“Facilities”) will recommend to the President when acquisition of professional services with design-build firms are advisable, and the President will consider the advice and make a final recommendation to the Board of Trustees (“Board”). The Board will evaluate the recommendation and decide whether to approve the use of such services. If the Board approves the President’s recommendation, Facilities will prepare the Request for Qualifications (“RFQ”), detailing the two-step screening and selection process and the criteria upon which competing firms will be evaluated. The Board will review the RFQ and decide whether to approve its use. If the President or Board determines not to use construction management services, Facilities may proceed with advertising the work in any manner it deems appropriate provided the method of advertisement is consistent with Florida Statutes and SREF.

- III. If the Board approves use of the RFQ, Facilities will advertise the RFQ pursuant to Florida Statutes and SREF.

- IV. The Board may select members to serve on the Screening Committee and Selection Team. Members for the Screening Committee may be employees of the College or members of the community. The Screening Committee will consist of no less than five members while the Selection Team will consist of no less than two members to include the College President and a member of the Board.

- V. Each member of the Screening Committee will review RFQ submittals and evaluate each submittal against the criteria referenced in the RFQ. When each member has conducted his or her individual review, the Committee will meet at a publicly noticed,

PROCEDURE

SUBJECT	PROCEDURE: ACQUISITION OF PROFESSIONAL SERVICES WITH DESIGN-BUILD FIRMS	PAGE
		P6.13-2
LEGAL AUTHORITY	P6Hx23-6.13	5/12/14 Revision #14-5

open meeting to collaboratively decide which firms will be short-listed to proceed to the selection phase of the process. The Screening Committee will use a three-envelope system to determine which firms are shortlisted in an unranked order. The short-listing process will focus on excluding the least qualified firms from further consideration. The meeting to determine the short-listed firms will be recorded.

- VI. Once the short-list has been developed, the Screening Committee will randomly select the order of interviews of the short-listed firms with the Selection Team. The Associate Vice President of Facilities will contact each of the short-listed firms to advise them of their interview with the Selection Team.
- VII. The Selection Team will evaluate each shortlisted firm on the criteria referenced in the RFQ. The Selection Team's evaluation will consist of reviewing submittals and interviewing each firm and the interviews will be recorded. Once all interviews are complete, the Selection Team will submit to the Board, in order of preference based on numerical rankings, the three firms deemed to be the most highly qualified to perform the required services. The submission will be made by the College President to the Board with a recommendation to negotiate with the highest ranking firm.
- VIII. When authorized by the Board, the Associate Vice President of Facilities will notify the successful firm of selection and proceed into negotiations. The College will negotiate and enter into a contract for project services at compensation determined to be fair, competitive and reasonable.
- IX. Should the College be unable to negotiate a satisfactory contract with the firm deemed most qualified, negotiations with that firm will be formally terminated and the College will proceed to negotiating with the second most qualified firm. Should the College be unable to negotiate a satisfactory contract with the second most qualified firm, the College will proceed to negotiating with the third most qualified firm. Should the College be unable to negotiate a satisfactory contract with any of the selected firms, additional firms will be selected in accordance with law. The College reserves the right to determine not to proceed with the project.

PROCEDURE

SUBJECT	PROCEDURE: ACQUISITION OF PROFESSIONAL SERVICES WITH DESIGN-BUILD FIRMS	PAGE
		P6.13-3
LEGAL AUTHORITY	P6Hx23-6.13	5/12/14 Revision #14-5


- X. Upon completion of negotiations, the proposed contract will be presented for approval by the Board, which has exclusive authority for the final award decision.

History: Adopted– 11/15/11. Effective – 11/15/11; 5/12/14. Filed – 5/12/14.
Effective – 5/12/14.

January 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Selection for Construction Management At Risk Services for Renovations for Career and Academic Advising Center, Seminole Campus.

Authorization is requested to approve the selection for Construction Management At Risk Services for Renovations for Career and Academic Advising Center, Seminole Campus.

This project involves the design and renovation of the Career and Academic Advising Center, Seminole Campus. The square footage is approximately 15,000 square feet encompassed inside the University Partnership building.

The College received six (6) submittals. The Screening Committee shortlisted three firms and those firms made presentations to the Selection Team on January 6, 2016. The Selection Team, comprised of Catherine Kennedy, Associate Vice President, University Partnership Center; and Mark Strickland, Provost of the Seminole Campus, interviewed these firms and ranked the firms in the following order:

1. A. D. Morgan Corporation
2. J. Kokolakis Contracting, Inc.
3. Lema Construction

Authorization is specifically requested for the

following:

- To approve the Selection Team's recommendation and to proceed with contract negotiations with the #1 ranked firm;
- Should the negotiations not result in a satisfactory contract deemed to be fair, competitive and reasonable, negotiations will be undertaken with the second most qualified firm and thereafter, if necessary, with the third.

William D. Law, Jr., President; Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology, Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services, recommend approval.

Large Capital Project Update

Bay Pines



Location



East Elevation

Bay Pines

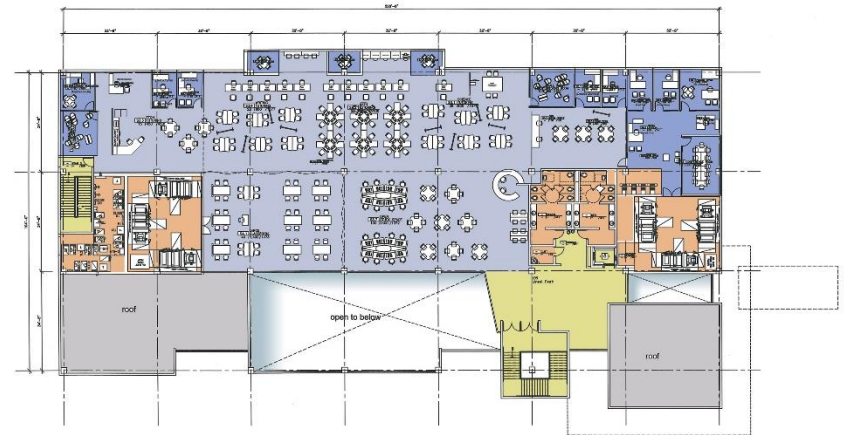
- 10,000+ Square feet
- Guaranteed Maximum Price: \$3.95M
- Completion date: Fall 2016

Clearwater Joint-Use Library



View from Drew Street

College Library Space



Clearwater Joint-Use Library

- ~ 42,000 Square feet
- Project Budget \$15M
- Completion date: Summer 2017

Update: Baccalaureate Education at SPC

Djuan Fox, Coordinator, Special Projects

SPC Board of Trustees – January 19, 2016

Baccalaureate History

1998:

Access to the Baccalaureate degree was identified as a significant problem.

1999:

Legislature authorized community colleges to seek approval to grant Baccalaureate degrees in areas of high demand.

2001:

SPC BOT was given authority to grant Baccalaureate degrees in Nursing, Education, and Information Technology.

2009:

SPC BOT authorized to add additional degrees based on local workforce needs.

2015:

Nearly 6,000 students enrolled and graduating more than 1,000 students per year

Growth of Baccalaureate

	2002 – 2003	2014 – 2015
Programs	3	22
Enrolled	648	5,897
% of Total Enrollment	1.9%	12.9%
Graduates	9	1,160
% of Total Graduates	0.3%	17.3%

Current Programs – 22 Total

College/Department/School	BS/BAS Programs
College of Business	Business Administration, International Business, Management & Org. Leadership, Sustainability Management
College of Computer and Information Technology	Technology Development & Management
College of Education	7- Teacher Certifications 1 – Non-teacher Certification
College of Health Sciences	Health Services Administration, Dental Hygiene, Orthotics and Prosthetics
College of Nursing	RN-BSN Nursing
College of Public Safety	Public Safety Administration
Natural Science Department	Biology
School of Policy and Legal Studies	Paralegal Studies, Public Policy and Admin.
School of Veterinary Technology	Veterinary Technology

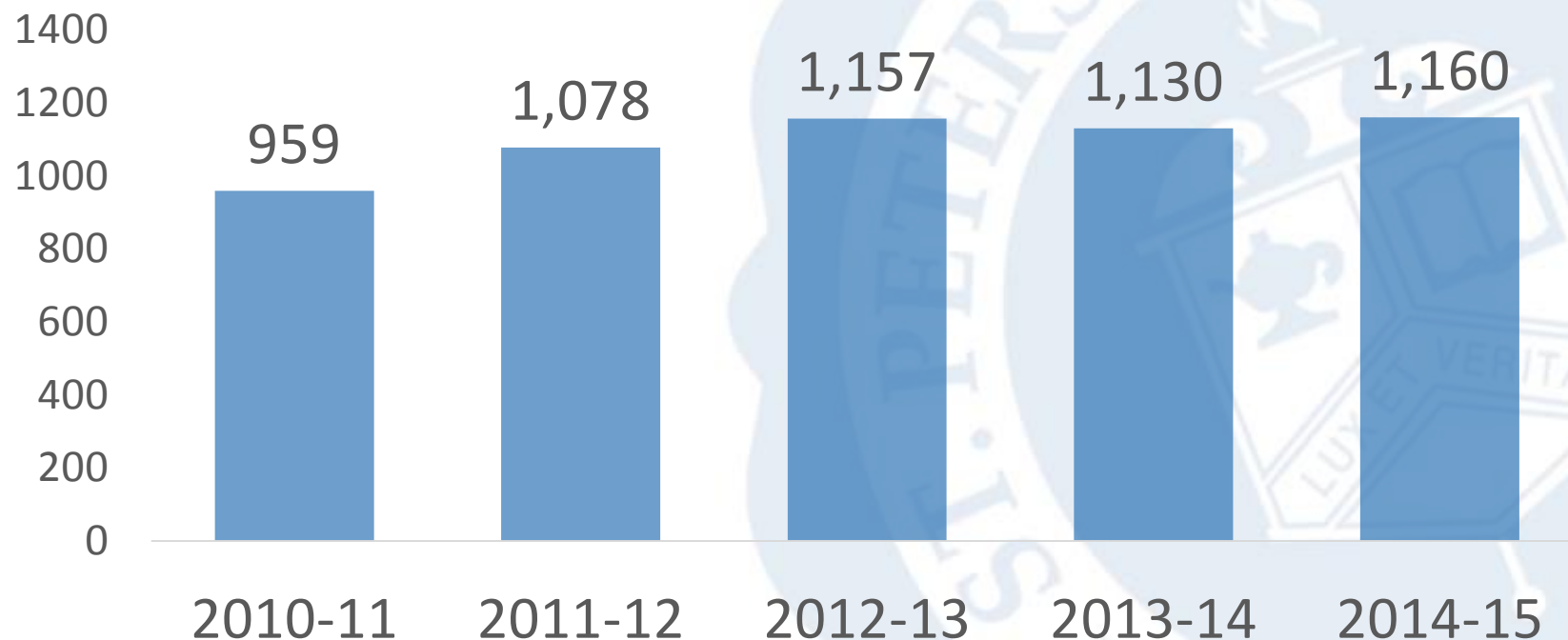
5 - Year Enrollment Trend



Source: SPC Pulse BI, Data Extracted 1/10/16

5 - Year Graduation Trend

- SPC has produced **8,721** baccalaureate graduates since inception
- Over 1,000 SPC graduates a year which leads the other 22 state colleges who have Baccalaureate Programs



2012-13 Student Outcomes

College	Number Completed	Number Continued Education	Percent Continued Education	Number Employed	Percent Employed	Estimated Average Annual Full-Time Wage
St. Petersburg College	1,157	122	10%	889	76%	\$52,144
Miami Dade College	817	89	10%	662	81%	\$50,208
Florida State College at Jacksonville	533	40	7%	406	76%	\$46,348
Indian River State College	432	46	10%	346	80%	\$41,680
Daytona State College	400	27	6%	299	74%	\$39,488
Broward College	348	24	6%	276	79%	\$48,984
Edison State College	345	29	8%	292	84%	\$50,316
Palm Beach State College	214	27	12%	167	78%	\$43,532

Source: The Florida College System, 2012-13 Student Outcomes Smart Choices

Student Profile

Fall 2015

- 4,371 Headcount Enrollment
- **Older: 35.7% are 36 or older**
- **Part-Time : 67.8% (Avg.=8.1 CHs)**
- Female: 65.4%
- Diversity: 72.3% White; 9.1% Black/African American; and 9.8% Hispanic/Latino
- **Online Only: 60.1% of students**
- New Students: 243 students were 'new' to SPC

Public Policy Issue

- Moratorium – Senate Bill 1148

“Restricted the State Board of Education...from approving any new baccalaureate degrees before May 31, 2015. No special exceptions allowed.”


- Reviewed the current state of baccalaureate programs
- Revised *Annual Baccalaureate Accountability Reports*
- Developed guidelines for new degree program development
- Letter of Intent – January 2014 BOT Approved

Questions?



January 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: BAS Orthotics & Prosthetics

Approval is sought to discontinue the BAS Orthotics & Prosthetics (ORTHO-BAS) Program, based on the following factors.

During the past five years, the BAS Orthotics & Prosthetics program has experienced decreasing enrollment as employment demand in the Tampa Bay area and Florida has diminished, and the credentialing requirements within the profession have changed. The admission goal of 24 students per year has not been achieved for the past four years, with admissions declining each year.

This proposal does not impact our AS Orthotics & Prosthetics program, established in 2014, which prepares our students for a career as an Orthotics and Prosthetics Technician. Additionally, graduates of our AS Orthotics and Prosthetics program have the opportunity to pursue our BAS – Human Services Administration degree if they so choose.

Included in this packet are a summary of the events of the past four years, the program's viability report, admissions data, enrollment data, job market information, an explanation of the Memoranda of Understanding with Florida State University and Florida International University allowing our graduates to earn their Master's degrees, and a close-out timeline.

To ensure a smooth closure of the program, communication plans have been developed for students, staff, advisory committee members, and the community. Students currently enrolled in the program have individualized plans for program completion and are assigned a dedicated advisor.

Dr. Anne Cooper, Sr. Vice President of Academic and Student Affairs; Dr. Eric Carver, Interim Provost Health Education Center; and Dr. Richard Flora, Dean Veterinary Technology and Health Programs, recommend the discontinuation of the BAS Orthotics & Prosthetics (ORTHO-BAS) Program.

Background

The B.A.S. – Orthotics and Prosthetics program at St Petersburg College was established in 2005 in response to requests from local orthotics and prosthetics interests. At that time a baccalaureate degree in orthotics and prosthetics was required in order to be credentialed as an O&P Practitioner.

In 2012 The National Commission on Orthotic and Prosthetic Education (NCOPE) changed the educational credentialing requirement for an Orthotic and/or Prosthetic practitioner from a baccalaureate degree to a master's degree. No input from any Orthotics and Prosthetics program, including St Petersburg College, was sought as the change was being considered or implemented. As a result of this change, baccalaureate degreed graduates were no longer able to become a practitioner but were required to articulate into and complete a master's degree program. Initially the master's degree program that articulated with our BAS O&P graduates was the Florida State University College of Engineering's MA - Industrial Engineering program. Subsequently, NCOPE required the master's degree programs to agree to sponsor the baccalaureate programs in order for the baccalaureate programs to be accredited by NCOPE. FSU is not willing to serve in the role as the sponsor for our BAS program.

A new Memorandum of Understanding is in the final stages of approval with Florida International University's master's degree program in Engineering Management with a specialization in O&P to replace FSU, which will allow our baccalaureate graduates to continue to earn their master's degree in order to meet the credentialing requirements to become a practitioner if they so desire.

At the same time the change in credentialing requirements to become an O&P Practitioner were instituted, NCOPE also established the credentialing requirements to become an Orthotics & Prosthetics Technician. An associate degree in Orthotics & Prosthetics is the academic credential now required for the O&P technician.

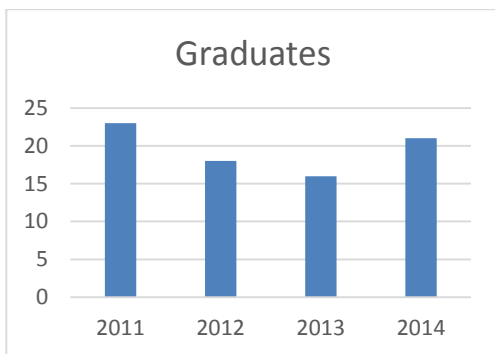
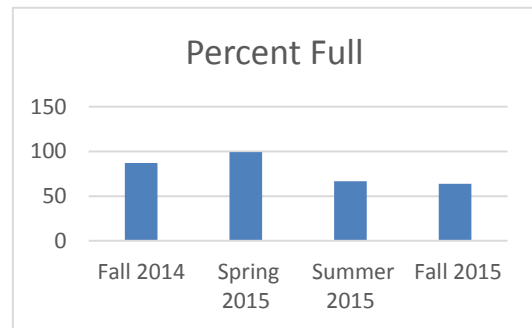
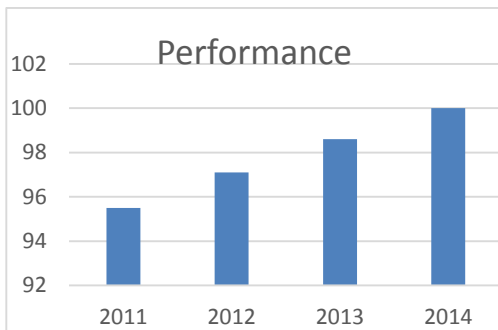
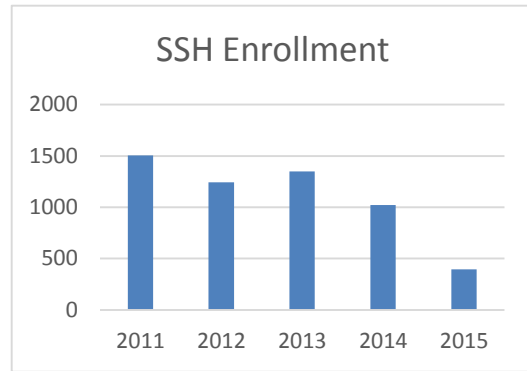
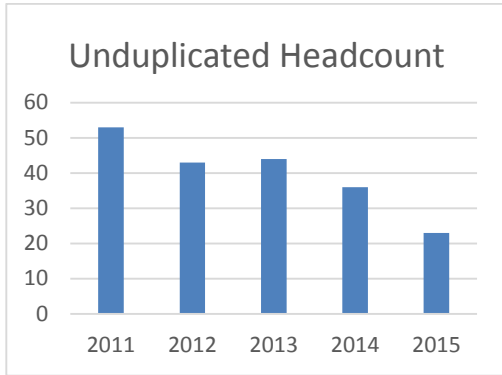
Also contributing to the decline in enrollment is the unregulated state of the profession. Currently 35 states do not require licensure to practice as an orthotist or prosthetist.

As a result of these changes, the baccalaureate degree is no longer required for any credentialed professional in the field of Orthotics and Prosthetics. This change has resulted in the dramatic drop in enrollment seen in the BAS program as reflected in the enrollment information provided in below.

B.A.S. – Orthotics and Prosthetics

Program Viability Measures Report 2014-15 (Draft)

Source: SPC Business Intelligence extracted 10/29/2015



Total Placement Data		
Source: Florida Department of Education, Smart Choices web portal		
	Continuing Education	Employed or Military
2009-10		66%
2010-11		48%
2011-12		35%
2012-13		40%

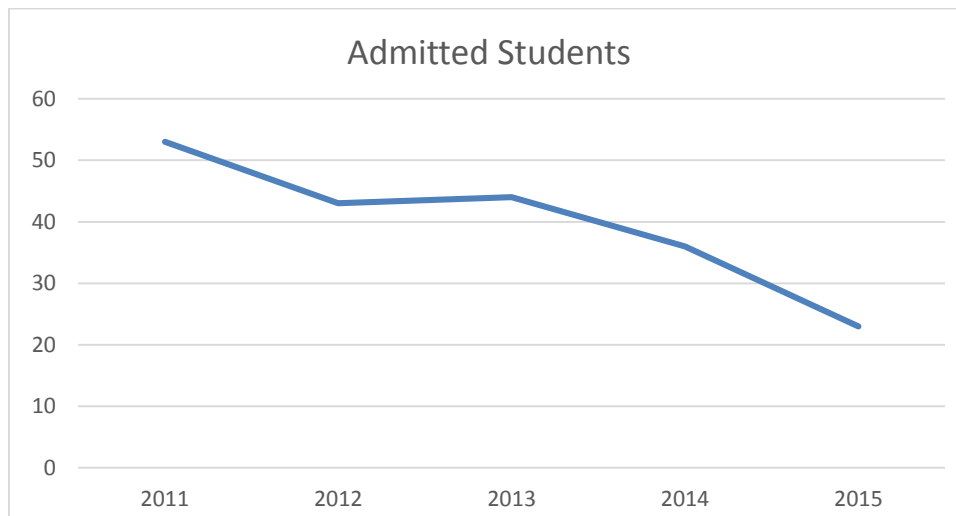
Admissions Data

Total enrollment figures for the program since 2011 are:

Year	2011	2012	2013	2014	2015
Total Enrollment	53	43	44	36	23

The annual enrollment goal is 24 new students each fall for a total of 48 students in the program.

Admitted New Annual Cohort



Source: SPC Business Intelligence 10/29/15

Job Outlook

According to the Bureau of Labor Statistics, the job market for Orthotists and Prosthetists will increase by 8% in Florida during the 2012-2022 time period, representing 10 positions per year. The job market for Orthotics & Prosthetics Technicians will increase 7%, or 30 positions per year, for that same time period in Florida.

Relationships with Florida State University and Florida International University

Originally, our BAS Orthotics and Prosthetics graduates could enter Florida State University College of Engineering's MA - Industrial Engineering program to receive their master's degree with a specialization in Orthotics and Prosthetics to become credentialed as an orthotist and/or

prosthetist. Due to changes in the accrediting requirements set by the National Commission on Orthotic and Prosthetic Education (NCOPE), baccalaureate O&P programs must now be sponsored by a master's degree program. FSU is not willing to serve in the role as the sponsor for our program as a result of the low number of students coming from our program due to our declining enrollment. Florida International University's master's degree program in Engineering Management with a specialization in O&P has agreed to sponsor our BAS O&P program to replace FSU, allowing our currently enrolled BAS students to complete their credentialing requirements.

Close-out Timeline

There are currently 23 students enrolled in the B.A.S. – Orthotics and Prosthetics program – 10 second year students and 13 first year students. Students will be assigned a dedicated advisor to review the timeline and identify the remaining courses needed to successfully complete the program.

The time line for the teach-out would be as follows:

- Spring 2016 - teach second year spring semester courses to 10 current second year students completing their degrees. Teach first year spring semester courses to 13 current first year students.
- Summer 2016 - teach summer semester courses to 13 current first year students.
- Fall 2016 - no new admissions, teach second year fall semester courses to 13 current first year students.
- Spring 2017 - teach second year spring semester courses to 13 current first year students completing their degrees.

January 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President



SUBJECT: Sustainability of Florida TRADE Consortium

Approval is sought to implement a sustainability plan for the continuation of the Florida TRADE Consortium.

The Florida TRADE Consortium is a team of 15 state and community colleges across the state of Florida. SPC is the lead college in the consortium. In 2012, the Consortium received a Department of Labor (DOL) grant to develop and deliver accelerated technical training programs that lead to industry certifications, articulated credits toward academic degrees, and jobs in advanced manufacturing. The DOL grant expires on 9/30/16 and the Consortium would like to continue the programs and services offered by FL TRADE after the grant expires. The sustainability plan includes the development of a 501-C direct-support organization under the direction and leadership of St. Petersburg College and requires the support of all stakeholders (colleges, manufacturers, career source boards, and regional manufacturing associations).

Anne Cooper, Senior Vice President, Instruction and Academic Programs; John Chapin, Dean of Natural Science, recommend moving forward on this plan.



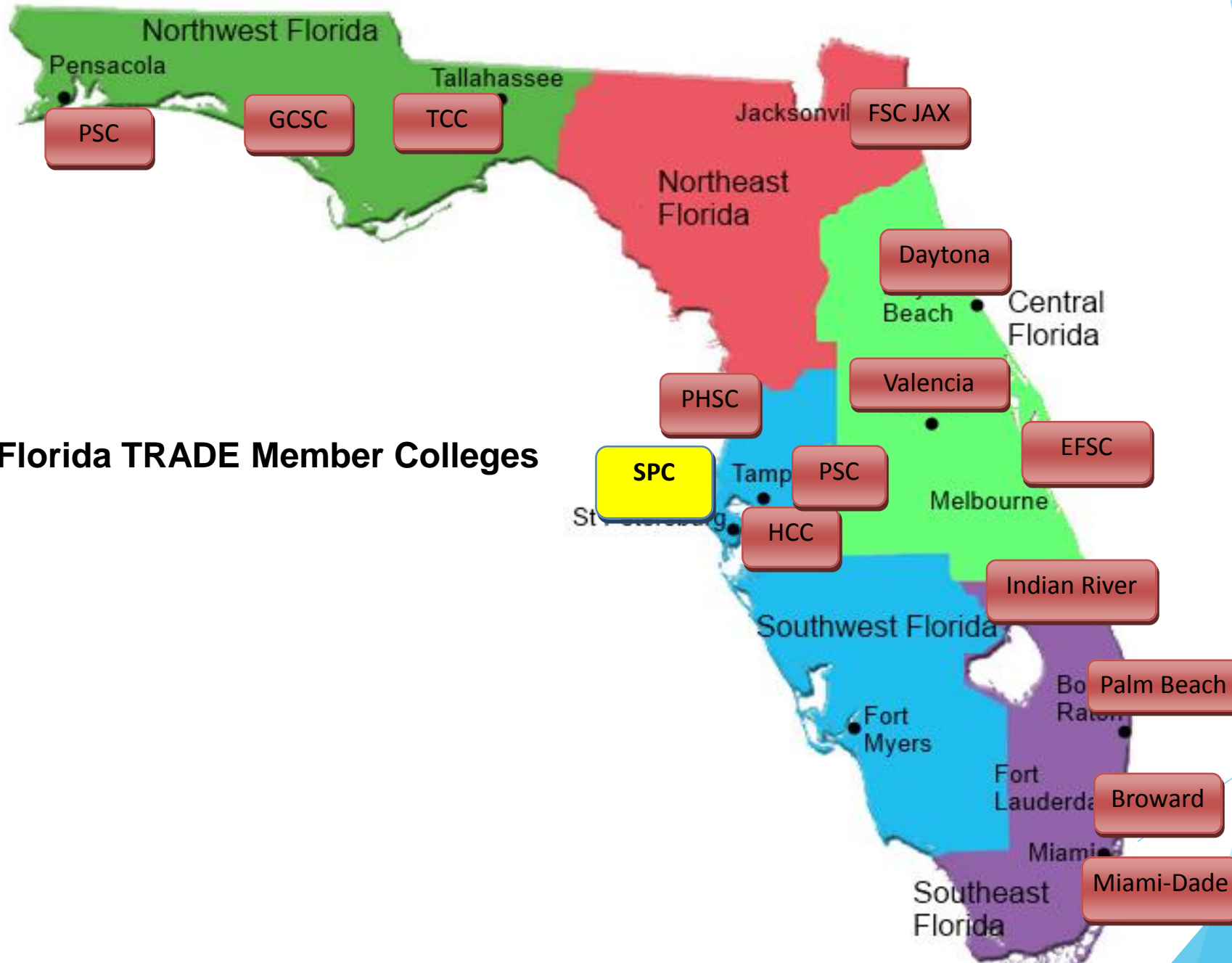
Sustaining the FLORIDA TRADE CONSORTIUM

Dr. Gary Graham - Director: FL TRADE Consortium
graham.gary@spcollege.edu
727-791-2478



42 15 State and Community Colleges
CareerSource Florida and Local CareerSource Boards
Business and Manufacturing Associations
Economic Development Organizations
K-12 School Districts and Technical Schools
Non-Profits and Other Community Partners

Florida TRADE Member Colleges



Department of Labor - TAACCCT Grant

- Awarded to Florida TRADE - 2012
 - Provide educational programs, training, services to:
 - Florida workers who have lost their job as a result of foreign trade
 - Unemployed workers
 - Veterans
 - Incumbent workers
 - Students

Florida TRADE's Mission

- Develop and deliver accelerated (4-6 months) technical training programs that upon completion will allow participants to:
 1. Upgrade current skills and knowledge
 2. Learn new skills
 3. Gain industry-recognized technical certifications
 4. Earn academic credits toward college degrees
 5. Procure employment in advanced manufacturing

State-Wide Performance Metrics - 9/30/15

Training		
Program Completers	2019	
Incumbent Workers Trained	1114	55%
Certifications Earned	1807	89%
Students Completing Credit Hours	703	35%

Outreach / Recruitment	Students Enrolled	
Female Participation	624	17%
Minority Participation	1549	43%
Veterans	529	15%

Placements	Through 12/31/15	Placement Rate
Intern/Job Placements	714	73%

 Plasma-Therm

The Coca-Cola Company



Southern
Premier Homes



 Metal Essence, Inc.
Precision CNC | Milling & Turning | Fabrication

Florida's
Natural

Belcan

Jabil
CIRCUIT

 BASF
The Chemical Company

Mosaic

 Hudson
Technologies

 Rochester
Electro-Medical

Rockwell
Automation

.decimal[®]
The benchmark for custom radiation therapy

LOCKHEED MARTIN

VISTAKON[®] PHARMACEUTICALS, LLC

MERMAID
MANUFACTURING
CLIMATE CONTROLLED SOLUTIONS

TeligentEMS

OCEANEERING



COVIDIEN

RYBOVICH
YACHTING INTEGRITY THROUGH REFIT

LumaSTREAM[®]

tervis[®]

Johnson
Controls 

Tropicana

CONMED[™]
LINVATEC



What Do We Sustain?

- **FL TRADE Brand**
- **FL TRADE Vision**
- **FL TRADE Mission**
- **FL TRADE Core Values**
- **FL TRADE Partnerships**
- **FL TRADE Manufacturing Programs and Services**

How Do We Sustain?

- **FL TRADE Advanced Manufacturing Consortium (FTAMC)**
 - Organize as a 501 C3 “direct-support organization” under the direction and leadership of SPC
 - Have developed a Sustainability Plan and are seeking Board approval to move forward with the implementation of the plan.

QUESTIONS?

Tarpon Springs Campus Land Sale Update

- 2014 Contract with Del Lago Ventures, Inc. (will be assigned to RaceTrac Petroleum, Inc.)
- 0.9 acres at corner of US 19 and Klosterman Rd.
- Contract price: \$550k
- Amended price: \$540k
- Closing date: Jan. 21, 2016
- Construction date: April 2016

RaceTrac Purchase



January 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President



SUBJECT: The Honor Society of Phi Kappa Phi – Excellence in Innovation Award

Confirmation is sought for an application that was submitted, subject to Board of Trustees' approval, to The Honor Society of Phi Kappa Phi, by St. Petersburg College for the Excellence in Innovation award competition. Permission is also sought to accept an estimated \$100,000 in unrestricted funds, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the award.

St. Petersburg College has submitted an application to The Honor Society of Phi Kappa Phi (Phi Kappa Phi) Excellence in Innovation award competition. Phi Kappa Phi is seeking to recognize colleges and universities for their achievement in finding powerful answers to important local, regional, national and global challenges through the presentation of this award. This biannual competition promotes the identification and distribution of best practices, while recognizing one institution of higher learning for the use of innovative and substantive solution to achieve meaningful and measurable outcomes that improve the lives of others and create systemic large-scale change.

Having already been recognized on a state and national level, SPC chose to submit the College's Academic Pathways Initiative for this award competition. SPC's application will highlight three distinct innovations within the College's Academic Pathways Initiative: 1) college-wide implementation; 2) integrated wraparound supports; and 3) imbedded stackable industry certifications. If selected as a semifinalist, SPC will then be invited to provide a portfolio of evidence that demonstrates the impact of this initiative such as visuals of the developed pathways for academic programs, the College's Academic Pathway video and year-to-year tracking of degree completion and attainment.

The winning institution will receive a \$100,000, as an unrestricted gift, to be used for the benefit of the institution over an unspecified period of time.


Anne Cooper, Senior Vice President, Instruction and Academic Programs; Jesse Coraggio, Associate Vice President, Institutional Effectiveness, Research & Grants; and Suzanne L. Gardner, General Counsel, recommend approval.

ks1211151

January 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Amendment #3 to the Lease Agreement between St. Petersburg College and Pinellas County Osteopathic Medical Society for a Lease of Office Space at the District Office

Authorization is requested to execute Amendment #3, which extends the lease agreement between St. Petersburg College and Pinellas County Osteopathic Medical Society for an additional 12 months. This authorization also includes authority for the President to enter into any renewals of the foregoing lease under the same terms and conditions.

On January 20, 2010, the Board approved a lease agreement between St. Petersburg College and the Pinellas County Osteopathic Medical Society. Amendment #1 was approved on February 22, 2011 and extended this lease agreement for an additional five (5) year term. Amendment #2 changed the invoice dates to align with the College's Fiscal year.

Amendment #3 will extend this lease agreement for additional one (1) year term. The other terms and conditions will remain the same.

The lease agreement amendment is being provided to the Board as required by Florida Statutes, Chapter 1013.15 Lease, rental, and lease-purchase of educational facilities and sites, Section (1):

Prior to entering into or executing any such lease, a board shall consider approval of the lease or lease-purchase agreement at a public meeting, at which a copy of the proposed agreement in its final form shall be available for inspection and review by the public, after due notice as required by law.

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services, recommend approval.

Attachment

EXHIBIT A

Pinellas County Osteopathic Medical Society
 Attn: Kenneth Webster, Ed D.
 P. O. Box 13489
 St. Petersburg, FL 33733

DESCRIPTION OF SERVICES PROVIDED: For lease of space at St. Petersburg College District Office.

FY 02/01/16 – 06/30/16

Base Rent – 661 sq. ft. x \$11.95/12 months * 5 months	\$3,291.25
7% Applicable Sales Tax	\$ 230.39
Total Annual Rent/Fees:	\$3,521.64

FY 07/01/16 – 01/31/2017 (Reflects 3% increase, once the May Consumer Price Index is available, there may be an additional increase, but no more than 6%.)

Base Rent – 661 sq. ft. x \$12.31/12 months * 7 months	\$4,746.56
7% Applicable Sales Tax	\$ 332.26
Total Annual Rent/Fees:	\$5,078.82

Invoice Schedule

Duration	Due Date	Amount Due
02/01/2016 – 03/31/2016	03/31/2016	\$ 1,408.65
04/01/2016 – 06/30/2016	06/30/2016	\$ 2,112.99
07/01/2016 – 09/30/2016	09/30/2016	\$ 2,176.64
10/01/2016 – 12/31/2016	12/31/2016	\$ 2,176.64
01/01/2017 – 01/31/2017	01/31/2017	\$ 725.54
	Total:	\$ 8,600.46

**THIRD AMENDMENT TO LEASE AGREEMENT
BETWEEN
ST. PETERSBURG COLLEGE
AND
PINELLAS COUNTY OSTEOPATHIC MEDICAL SOCIETY, INCORPORATED**

THIS THIRD AMENDMENT is entered by and between the Board of Trustees of St. Petersburg College, a Florida public body corporate, whose mailing address is P.O. Box 13489, St. Petersburg, Florida 33733, (hereinafter, the “College”) and Pinellas County Osteopathic Medical Society, Incorporated, a non-profit Florida corporation, whose mailing address is P.O. Box 2025, Largo, Florida 33779 (“PCOMS”).

WITNESSETH:

WHEREAS, the College and PCOMS did enter into that certain Lease Agreement dated January 20, 2010 whereby the College leased to PCOMS a portion of the premises located at the St. Petersburg College District Office, located at 6021 142nd Ave., Clearwater, Florida, 32760 (“District Office”), and that First Amendment executed by the College on February 24, 2011, and that Second Amendment executed by the College on June 24, 2011, (hereinafter, the “Agreement”); and

WHEREAS, unless otherwise specifically stated in this Third Amendment to the contrary, the terms and definitions used herein shall have the same meaning as set forth in the Agreement; and

WHEREAS, the Parties wish to extend the Agreement for one year; and

WHEREAS, the Parties wish to revise the payment schedule for the renewal period;

NOW, THEREFORE, in consideration of the premises and one dollar and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties further agree as follows:

1. The recitals are true and correct and are incorporated herein by reference.
2. The Lease Agreement is hereby extended for an additional year commencing February 1, 2016 and ending January 31, 2017.

3. **BASE RENT:**

The Base Rent for the period commencing February 1, 2016 and ending on June 30, 2016 shall be due and payable in installments based upon the following schedule:

Period	Due Date	Amount
Feb. 1 - Mar. 31, 2016	March 31, 2016	\$1,408.65
Apr. 1 – June 30, 2016	June 30, 2016	\$2,112.99
Total Rent/Fees for Period		\$3,521.64

The Base Rent for the period commencing July 1, 2016 and ending on January 31, 2017 shall be due and payable in installments based upon the following schedule:

Period	Due Date	Amount
July 1 – Sept. 30, 2016	Sept. 30, 2016	\$2,176.64
Oct. 1 – Dec. 31, 2016	Dec. 31, 2016	\$2,176.64
Jan. 1 – Jan. 31, 2017	Jan. 31, 2017	\$ 725.54
Total Rent/Fees for Period		\$5,078.82*

Additional details regarding the Base Rent and Invoice Schedule are as reflected on Exhibit A attached hereto.

4. **BASE RENT ADJUSTMENT:** The Base Rent for the period commencing on July 1, 2016 and continuing through January 31, 2017 above reflects a 3% increase from the prior rental adjustment period ending June 30, 2016. Once the May Consumer Price Index is available, this amount* may be further increased; however, any increase in the Base Rent shall be capped at six percent (6%) over the Base Rent at the prior Rental Adjustment Date.

Both the College and PCMOS agree that if the May CPI has not been determined when the July – September rental payment is due, PCMOS will pay rent in the amount of \$2,176.64 until the May CPI has been determined, and then PCMOS shall pay any difference to College upon demand and thereafter pay the newly determined rent.

5. **RATIFICATION:** The parties hereby reaffirm their rights and obligations under the Lease as modified by this Amendment. All other terms and conditions of the Agreement shall remain in full force and effect except as specifically modified herein. If any of the provisions of Amendment conflict with any terms of the Agreement, the terms and provisions of this Amendment shall govern and control. Landlord and Tenant each represent and warrant to the other (i) that the execution and delivery of this Amendment has been fully authorized by all necessary corporate action, (ii) that the person signing this Amendment has the requisite authority to do so and the authority and power to bind the company on whose behalf they have signed, and (iii) that to the best of their knowledge and belief, this Amendment is valid, binding and legally enforceable in accordance with its

terms. Each party hereby warrants and represents that, to the best of its knowledge, as of the date hereof, the parties have complied with all of the terms and conditions of the Lease.

6. **INVALIDITY OF PROVISIONS:** The unenforceability, for any reason, of any term, condition, covenant or provision of this Amendment shall neither limit nor impair the operation, enforceability or validity of any other terms, conditions, provisions or covenants of the Amendment.

IN WITNESS WHEREOF the parties set their hands and seals on the dates set forth below.

Witness as to the College:

Board of Trustees of St. Petersburg College

By: _____

By: _____

Name: _____

Name: _____

Its: _____

Witness as to Pinellas County:
Osteopathic Medical Society:

Pinellas County Osteopathic Medical
Society, Incorporated

By: _____

By: _____

Name: _____

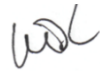
Name: _____

Its: _____

January 19, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Quarterly Informational Report of Exempt and Non-Exempt Purchases

This informational report includes purchases above Category 2 (currently \$35,000.) but not exceeding Category 5 (\$325,000.) as specified in Board of Trustee’s Rule 6Hx23-5.12. These transactions during the preceding quarter have been approved by the President’s designee and may be exempt from the bidding procedure pursuant to the State Board of Education Procurement Requirements 6A-14.0734.

Because each transaction stands on its own and does not occur in sequence with other transactions, a cumulative dollar amount is not implied when the same vendor appears more than once on the report. A summary appears at the end of the report, grouping vendors that appear on the report more than once, showing a total for each during the period.

The acronyms “SBE”, “BOT” and “ITB” stand for the State Board of Education, the St. Petersburg College Board of Trustees, and Invitation to Bid, respectively.

The listing is by Purchase Order Number:

1. **P.O. #97367 – Tampa Truck Center LLC** – This is in the amount of **\$86,732.00** For one Freightliner truck with 26’ body with lift gate. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Contract pricing ...” **Recommended** by Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services, and approved by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology.

Change Orders listed in numeric order:

NA

Summary of Vendors Appearing More Than Once (exclusive of change orders)

NA

For Information: Excerpt from Board of Trustees Rule 6Hx23-5.12 Purchasing

All non-exempt purchases exceeding the Category Two threshold amount [\$35,000] as specified in Section 287.017, Florida Statutes, require a formal sealed competitive solicitation requested from at least three responsible vendors, when possible. In addition, competitive solicitation awards exceeding the Category Five threshold amount [\$325,000] as specified in Section 287.017, Florida Statutes, must be approved by the Board of Trustees. Whenever two or more such solicitations, which are equal with respect to price, quality, and service, are received for the procurement of commodities or services, a solicitation response received from a business that certifies it has implemented a drug-free workplace program as specified in Section 287.087, Florida Statutes, shall be given preference in the award process. In the event it is desired to competitively solicit commodities or services that are included in the exempt from competitive solicitation category, the competitive solicitation must originate through Purchasing.

The following are exceptions to competitive solicitations:

- A. Purchases under Sections 946.515 (PRIDE) and 946.519 (The State Department of Corrections), Florida Statutes.
- B. Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audiovisual materials, and computer-based instructional software.
- C. Library books, reference books, periodicals, and other library materials and supplies.
- D. Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives.
- E. Food.
- F. Services or commodities available only from a single or sole source.
- G. Professional services, including, but not limited to artistic services, instructional services, health services, environmental matters, attorneys, legal services, auditors, and management consultants, architects, engineers, and land surveyors. Services of architects, engineers, and land surveyors shall be selected and negotiated according to Section 287.055, Florida Statutes. For the purposes of this paragraph, "professional services" shall include services in connection with environmental matters, including, but not limited to the removal of asbestos, biological waste, and other hazardous material.

H. Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange, and use information in various forms of voice, video and data and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.

I. Single Source procurements for purposes of economy or efficiency in standardization of materials or equipment.

J. Emergency purchases not in excess of the Category Two threshold [\$35,000] as specified in Section 287.017, Florida Statutes as provided for in P6Hx23-5.123.

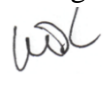
(Rule Authority: State Board of Education Rule 6A-14.0734 Bidding Requirements.)

This Quarterly Informational Report was compiled by Paul Spinelli, Director of Procurement, Asset Management and Auxiliary Services.

PAS010716

January 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Quarterly Informational Report of Contract Items

This informational report includes executed contracts and/or items that have been approved by either the President or designee during the preceding Quarter and are being reported to the Board pursuant to Board of Trustees' Rule 6Hx23-5.903.

Section A: Program Related Contracts

1. Agreement with **3M Health Information Systems, Inc.** to provide a license and related services for its Encoder software to be used in the Health Information Technology and Medical Coder Programs. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$8,024.87. This item was approved by Doug Duncan on October 15, 2015. Department—Health Information Technology
2. Agreement with **AccessData Corporation** for the College to continue to use the course curriculum and materials for the Computer Forensics training as part of the Public Safety Institute. The Agreement provides software licenses for up to 30 students. The Agreement will commence January 1, 2016 and continue through December 31, 2016 at a cost to the College of \$ 2,507. This item was approved by Anne Cooper on October 16, 2015. Department – Department—Public Safety Academies
3. Affiliation Agreement with **Adventist Healthcare Systems – Florida Hospital Wesley Chapel** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on November 6, 2015. Department—College of Nursing
4. Agreement with **Avid Technology, Inc.** that will allow the College to continue as an Avid Learning Partner to provide training courses to students using Avid products. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for the renewal period will be \$3,000. This item was approved by Anne Cooper on December 17, 2015. Department—Humanities & Fine Arts

5. Affiliation Agreement with **Brooks Health System d/b/a Brooks Rehabilitation** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on November 6, 2015. Department—College of Nursing
6. Agreement with **Burning Glass International, Inc. d/b/a Burning Glass Technologies** (BG) to continue the relationship with BG for the use of its online portal which provides users with access to the FOCUS portal platform through which they can build resumes, search job listings, and explore the job market and targeted careers. The renewal will include a one-year membership to Labor Insight which includes up to 10 licenses and a one-year membership to FOCUS (which includes the student tool, employer tool, and administrative tool). The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$21,500. This item was approved by Anne Cooper on October 19, 2015. Department—Career Pathways
7. Memorandum of Understanding (MOU) with **Cleveland State University** (CSU) whereby CSU will offer Masters in Nursing degrees through the College's University Partnership Center with specializations in Clinical Nurse Leader, Forensic, Nursing Education, and Specialized Populations. The MOU will commence as soon as possible and will continue for the period of one year. Thereafter, the MOU will automatically renew unless terminated by either party. The parties shall enter into a separate agreement for any charges or fees that may be associated with this MOU. This item was approved by Anne Cooper on October 22, 2015. Department—University Partnership Center
8. Agreement with **Elsevier, Inc.** for the right to access and use the HESI examination testing materials and provide the HESI Dental Hygiene Examination Testing Package which will include student remediation and aggregate reports for the program curriculum review. The Agreement will commence as soon as possible and will continue for the period of three years. The cost to the College for Year 1 of the Agreement will be \$2,340; thereafter, the anticipated cost will not exceed \$2,808 per year. Based on the foregoing, the total cost over the three-year period will not exceed \$7,956. This item was approved by Anne Cooper on September 8, 2015 and subsequently approved as revised on October 14, 2015. Department—Dental Hygiene
9. Agreement with **eSkill Corporation** to continue the eSkill Test Center subscription that allows the College to conduct unlimited testing for the period of one year. This testing assessment capability will be used by the College's Workforce Institute in providing training services to its client(s). The cost to the College for a one-year period will be \$3,500. This item was approved by Anne Cooper on November 16, 2015. Department—Workforce & Professional Development
10. Agreement with **Estudio Sampere**, headquartered in Madrid, Spain, to continue to offer Spanish language and culture programs for SPC's students to study at any of Estudio's institutes in Cuenca, Ecuador or Spain. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College

associated with entering into this Agreement. Any fees associated with this study-abroad program will be approved by the administration and be paid by program participants. This item was approved by Anne Cooper on December 3, 2015. Department—Center for International Programs

11. Agreement with **First Baptist Church of Indian Rocks** to provide the use of its Worship Center, Fellowship Center, and restroom facilities for the College's Nursing Pinning Ceremony to be held December 10, 2015. The Agreement will also include providing traffic control, sound, media, video, lighting and catering of beverages prior to the ceremony for 100 guests. The cost to the College for this Agreement will be \$5,025. This item was approved by Tonjua Williams on November 1, 2015. Department—College of Nursing
12. Affiliation Agreement with **Florida Department of Health, Children's Medical Services**, Tampa Bay Region to provide clinical experience to students in the Nursing, Health Information Technology, Physical Therapist Assistant and Emergency Medical Services Programs. The Agreement will commence as soon as possible and will continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on October 27, 2015. Departments—Nursing, Health Information Technology, Physical Therapist Assistant and Emergency Medical Services
13. Agreement with **Gehant & Associates, LLC** to continue the development of the Exploratory Lab Partnership Program. The current partnership is between SPC, Tech Data, and Tampa Bay Technology Forum. Phase II of the project includes a design phase, implementation phase, and documentation and lessons learned phase. The College will contribute funds for the renewal period of up to \$26,250. The project renewal period will commence as soon as possible and is anticipated to continue through June 30, 2016. This item was initially approved by Anne Cooper on August 17, 2015 and subsequently approved as revised on October 9, 2015. Department—Workforce & Professional Development
14. Affiliation Agreement with **Halifax Health Medical Center** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College. This item was approved by Anne Cooper on November 6, 2015. Department—College of Nursing
15. Affiliation Agreement with **HCA Galen Care d/b/a Brandon Regional Hospital** to provide clinical experience to students enrolled in the Physical Therapist Assistant Program at the College. The Agreement will commence as soon as possible and will continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on October 13, 2015. Department—Physical Therapist Assistant
16. Affiliation Agreement with **HCA Galen Care d/b/a Brandon Regional Hospital** to provide a medical surgical clinical site and preceptor for the RN Refresher/Remediation/Return-to-Work students in the Continuing Education Health

- Nursing Program. The Agreement will commence as soon as possible and will continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on December 15, 2015. Department—Continuing Education Health
17. Affiliation Agreement with **HCA Galen Care d/b/a Brandon Regional** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on December 15, 2015. Department—College of Nursing
 18. Affiliation Agreement with **HCA Largo Medical Center** to provide clinical experience to students enrolled in the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on October 27, 2015. Department—College of Nursing
 19. Affiliation Agreement with **HCA Largo Medical Center** to provide clinical experience to students enrolled in the Emergency Medical Services Program. The Agreement will commence as soon as possible and will continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on December 17, 2015. Department—Emergency Medical Services
 20. Affiliation Agreement with **HCA West Florida – MHT – LLC, d/b/a Memorial Hospital of Tampa** to provide clinical experience and site preceptor for RN Return to Work/Remediation Nursing students in the Continuing Education Health Program at the College. The Agreement will commence as soon as possible and will continue for the period of five years. There is no cost to the College. This item was approved by Anne Cooper on October 27, 2015, 2015. Department—Continuing Education Health
 21. Affiliation Agreement with **HCA West Florida PPH, d/b/a Palms of Pasadena Hospital** to provide clinical experience and site preceptor for RN Return to Work/Remediation Nursing students in the Continuing Education Health Program at the College. The Agreement will commence as soon as possible and will continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on October 21, 2015, 2015. Department—Continuing Education Health
 22. Agreement with **School Board of Hillsborough County** to place SPC's College of Education students in internship, practicum and observation experiences. It is anticipated that the Agreement will commence as soon as possible and continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on November 5, 2015. Department—College of Education
 23. Affiliation Agreement with **Indian River Memorial, Inc. dba Indian River Medical Center** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and will be for a period of three years.

There is no cost to the College. This item was approved by Anne Cooper on December 9, 2015. Department—College of Nursing

24. Affiliation Agreement with **Lakewood Ranch Medical Center** to provide clinical experience to students enrolled in the College's Respiratory Care Program. There is no cost to the College. The Agreement will commence as soon as possible and continue for the period of three years. This item was approved by Anne Cooper on October 6, 2015. Department—Respiratory Care
25. Agreement with **Pinellas County School Board** to place SPC's College of Education students in internship, practicum and observation experiences. It is anticipated that the Agreement will commence as soon as possible and continue for the period of five years. There is no cost to the College. This item was approved by Anne Cooper on November 5, 2015. Department—College of Education
26. Intergovernmental Agreement with the **Pinellas County School Board** to establish and update collegiate high school programs in dual enrollment for the next school year. The Agreement is for an annual period and is to be executed prior to January 1st of each year. This Agreement is pursuant to Florida Statutes 1007.273 which requires colleges to work with their school districts for this purpose. This item was approved by Anne Cooper on December 4, 2015. Department—University Partnership Center
27. Agreement with **SAP America, Inc.** to partner with the Workforce Institute to offer various business related courses through the SAP-E-Academy. SAP will provide online course content, subject matter experts for student mentor support and training system access. The College will register students and provide marketing for the courses. The Agreement will commence as soon as possible and will continue for one year. Thereafter, the Agreement will be ongoing from year to year unless terminated by either party with 60 days' notice. After expenses, the College anticipates a potential annual net revenue of approximately \$11,000. This item was approved by Anne Cooper on October 13, 2015. Department—Workforce & Professional Development
28. Agreement with **SimpleQuE, Inc.** to partner in offering online self-paced ISO Based Training for the implementation, upgrading, and maintenance of certified ISO Management Systems. The College will develop the online modules based on content provided by SimpleQuE, Inc. The College will assist with marketing and provide the online registration system for course enrollment. SimpleQuE, Inc. will assist in marketing, provide course content and updates and assign a liaison to work with the College's program coordinator. The College will pay SimpleQuE, Inc. 50% of the revenues received. After costs, if any, the anticipated net revenue to the College, per course offered, is \$1,990. The number of courses to be offered during the term of the Agreement is unknown at this time. The Agreement will commence as soon as possible and will continue for the period of one year. This item was approved by Anne Cooper on September 24, 2015 and subsequently approved as revised on October 19, 2015. Department—Workforce Institute at St. Petersburg College

29. Agreement with **Sinclair Community College** for a partnership to offer dual-branded online courses related to Unmanned Aircraft Systems (UAS). Sinclair has developed, will maintain and will provide instruction for the courses through its Learning Management System. The College will market the non-credit courses and certifications/CEUs and handle registration. The College will receive 20% of the revenues and Sinclair will receive 80%. The College anticipates its portion of the revenue for services associated with this Agreement to be approximately \$20,000. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Anne Cooper on October 27, 2015. Department—Workforce Institute at St. Petersburg College
30. Agreement with **Stryker Medical** to provide maintenance services on three MX-Pro stretchers and one Stair-Pro Stair Chair for one year. This equipment is used in the Emergency Medical Services Program. The cost to the College associated with this Agreement will be \$602.65. This item was approved by Doug Duncan on October 9, 2015. Department—Emergency Medical Services
31. Agreement with **Stryker Medical** to purchase an MX Pro stretcher and a Stair-Pro Stair Chair for use in the Emergency Medical Services Program. The Agreement also provides a seven-year maintenance plan associated with the purchase of this equipment. The cost for the purchase of this equipment will be \$7,220 and the maintenance plan costs will be \$1,512. This item was approved by Doug Duncan on October 9, 2015. Department—Emergency Medical Services
32. Agreement with the **City of St. Petersburg** to place Political Science students in credit internships with the City of St. Petersburg as part of their AA degree completion requirements. The Agreement will commence as soon as possible and will continue for the period of five years. There is no cost to the College. This item was approved by Anne Cooper on December 16, 2015. Department—College of Computer and Information Technology
33. Affiliation Agreement with **St. Vincent Infirmary Medical Center d/b/a CHI St. Vincent** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and will continue for a period of three years; thereafter, the Agreement will automatically renew annually unless terminated by either party. There is no cost to the College. This item was approved by Anne Cooper on November 6, 2015. Department—College of Nursing
34. Agreement with **Suncoast Communications & Electronics, Inc.** to provide radio maintenance for the Fire Science Program. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this Agreement will be \$628.30. This item was approved by Anne Cooper on October 29, 2015. Department—Fire Science
35. Agreement with **Tampa Bay Aviation (TBA)** to partner to offer private pilot ground school instruction and online training. TBA will design, develop and instruct online Unmanned Aircraft Systems courses through Sinclair College's learning management

- system. In addition TBA will design, develop and provide instruction for private pilot ground school courses. The College will advertise/market the program, provide classroom space for in-class program delivery and register students. The parties will share 50/50 of the revenue received. The anticipated net revenue to the College, after expenses, is expected to be \$8,000. This item was approved by Anne Cooper on October 22, 2015. Department—Workforce Institute at St. Petersburg College
36. Agreement with **Tampa Bay Times, Tampa Bay Expos** that will allow the College to participate in the Tampa Bay Job & Career Fair to be held at the Holiday Inn Tampa Westshore on October 26, 2015. The cost to the College for this Agreement will be \$635. This item was approved by Anne Cooper on October 19, 2015. Department—Workforce & Professional Development
 37. Agreement with **Tampa Bay Times, Tampa Bay Expos** that will allow the College to participate in Tampa Bay Job & Career Fairs to be held at The Coliseum in St. Petersburg or the Holiday Inn Tampa – Westshore/Airport. The expo dates will include January 11, 2016; April 11, 2016 and June 6, 2016. The cost to the College for this Agreement will be \$1,605. This item was approved by Anne Cooper on December 8, 2015. Department—Workforce & Professional Development
 38. Affiliation Agreement with **The University of Florida Board of Trustees, College of Dentistry** to provide clinical experience to students enrolled in the College’s Health Services Administration Program. There is no cost to the College. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. This item was approved by Anne Cooper on October 13, 2015. Department—College of Health Sciences
 39. Affiliation Agreement with **VA Montana Health Care System** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on December 15, 2015. Department—College of Nursing
 40. Articulation Agreement with **Warren County Community College** to allow WCCC students to articulate into SPC’s online AS Veterinary Technology Program. The Agreement will commence as soon as possible and continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on December 10, 2015. Department—Veterinary Technology
 41. Articulation Agreement with **Warren County Community College** that will allow WCCC students who have completed WCCC’s Veterinary Assistant Program to articulate into SPC’s AS Veterinary Technology Program and provide credit for eligible WCCC courses. The Agreement will commence as soon as possible and continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on December 10, 2015. Department—Veterinary Technology

Section B: Major Technology Contracts

42. Agreements with **Dell Financial Services, LLC** to lease a total of 100 computers; a server; network infrastructure equipment for various sites; AV infrastructure equipment; 25 work stations; and other computer equipment for use in various academic and administrative departments collegewide. The leases are for a period of 36 - 60 months. The cost to the College for these leases is expected to be approximately \$447,169.73. Should the College opt to purchase the equipment, if applicable, at the end of the lease term, the purchase option price would be an additional \$10,419.99. Based on the foregoing, the total cost to the College for these lease agreements will not exceed \$457,589.72. Should funds not be appropriated to continue the leases for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 60 days written notice prior to the end of the current fiscal period. These items are being reported to the Board based on its approval of the 2015-16 Budget on June 16, 2015. — Doug Duncan
43. Agreement with **Apple Financial Services** to lease 3 Apple computers for the Clearwater Campus. The lease is for a period of 48 months. The cost to the College for this lease is expected to be approximately \$6,272.28. Should the College opt to purchase the equipment, if applicable, at the end of the lease term, the purchase option price would be an additional \$1. Based on the foregoing, the total cost to the College for this lease agreement will not exceed \$6,273.28. Should funds not be appropriated to continue the lease for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 30 days' notice prior to the end of the current fiscal period. This item was approved by the Board based on its approval of the 2015-16 Budget on June 16, 2015. — Doug Duncan

Section C: Contracts above \$100,000 (\$100,001-\$325,000)

44. Agreement with **Nelnet Business Solutions** to continue to provide the College with installment payment plan administration services. This Agreement allows students to pay money owed to the College on a monthly installment schedule based on their enrollment dates. Specifically, Nelnet will administer the installment plan, provide online reporting, provide marketing materials, comply with the red flag rule, and remit funds to the College per terms of the Agreement. The College pays Nelnet 2.05% of credit card transaction fees and students pay Nelnet a plan fee of \$30-\$40 based on the payment plan they select. This item represents an extension of the current Agreement through November 1, 2018. The cost to the College per year is anticipated to be \$83,000 for a total cost during the extension period of approximately \$249,000. This item was approved by the President on October 9, 2015. Department—Budgeted CW Revenue & Other
45. Service Agreement with **Ricoh USA, Inc.** whereby Ricoh will provide two full-time print shop employees including one Site Manager and one On-Site Service Specialists at a monthly cost of \$11,642.97. These employees are replacing the current FT Xerox Site Manager and PT Xerox Production Specialist due to leave as of November 18, 2015. The Agreement is to commence November 24, 2015 and continue for the period of one year; thereafter, the Agreement shall automatically renew for 4 additional 12-month terms unless terminated by either party upon thirty days prior written notice. The cost to the College

for a one-year period will be \$139,715.64. This item was approved by the President on November 17, 2015. Department—Marketing & Strategic Communications

Section D: Contracts above \$50,000 (\$50,001-\$100,000)

46. Agreement with **Microsoft Corporation** to provide MS Premier Services including consulting, training and support for current SPC Microsoft related projects such as SharePoint 2016, Skype for Business 2015 and SQL 2016. The Agreement will commence November 1, 2015 and continue for the period of one year. The cost to the College for this Agreement will be \$63,320. This item was approved by Doug Duncan on October 12, 2015. Department—Information Systems—Networks
47. Lease and Services Agreement(s) with **Waste Management, Inc. of Florida** whereby the College will lease a 30-yard traditional self-contained compactor with cart dumpster and Waste Management will make any needed repairs to the compactor and haul trash. The Agreements will commence as soon as possible and continue for the period of five years. The costs to the College for Year One of this Agreement are anticipated to be \$16,773 and include monthly rental fees (\$625 per month), hauling and disposal costs based on the tonnage of trash hauled (estimated costs not to exceed \$772.75 per month). Thereafter, for Years Two through Five, the monthly rental cost shall be increased annually based on the change in the Consumer Price Index but will not exceed an amount of 5% per year. In addition, the College will be charged an equipment removal charge at the end of the lease and that cost will be based on the haul charge plus the disposal of any waste within the compactor at that time (removal charge not to exceed \$1,500). Based on the foregoing, the total costs for this Agreement over the five-year period are anticipated not to exceed \$90,307.12. This item was approved by the Doug Duncan on October 27, 2015. Department—Facilities Services

Section E: Contracts above \$10,000 (\$10,001-\$50,000)

48. Agreement with **AvePoint, Inc.** to provide maintenance for the DocAve Deployment Manager; DocAve Administrator and DocAve Storage Manager software used in Information Systems. The standard maintenance includes live phone, web, and email support during standard business hours (7am – 7pm local time, M-F), plus all minor releases and service packs. The Agreement will commence December 17, 2015 and continue through December 17, 2018. The annual cost to the College will be \$6,583 for a total cost over three years of \$19,749. This item was approved by Doug Duncan on November 20, 2015. Department—Information Systems
49. Agreement with **CareerAmerica, LLC d/b/a Financial Aid TV (FATV)** to continue to provide the College with FATV online financial aid videos which are available to students 24/7 and provide consistent, timely and student-friendly video answers to financial aid questions. FATV agrees to produce videos regarding Florida grants, scholarships, pre-paid tuition free of charge. The College will produce other SPC specific videos for placement on FATV's site. SPC will also use its videos and FATV's videos on the SPC TV channel and website. The cost to the College for this Agreement will be \$12,000. The Agreement will commence in November 9, 2015 and continue for the period of one year. This item

was approved by Tonjua Williams on October 16, 2015. Department—Financial Assistance Services

50. Agreement with **Copperhead Charities, Inc.** for the use of the Tarpon Springs Campus parking lots and facilities from March 10-13, 2016 during the Valspar Championship Golf Tournament to be held at the Innisbrook Inn and Resort. The College's Foundation will receive \$24,600 to provide for scholarships for Tarpon Springs Campus students. In addition, the College will receive \$17,800 for personnel and facilities usage expenses. This item was approved by Tonjua Williams on October 16, 2015. Department—Golf Tournament Operations
51. Agreement with **Enliven Wellness Works** to provide the services of a contracted wellness professional to assist in the implementation of the College's employee wellness program. The Agreement is expected to commence as soon as possible and continue through December 31, 2016. The wellness professional will provide services for approximately 30 hours per week at the College's EpiCenter. The College will pay Enliven for hours worked as well as administrative costs and mileage. Based on an estimate of 30 hours per week, the costs to the College for this Agreement are anticipated to be approximately \$32,329.22. Should the hours go over 30 per week, the total amount paid would increase based upon the terms of the Agreement. This item was approved by Doug Duncan on December 3, 2015. Department—Wellness
52. Agreement(s) with **Fassco, Inc.** to provide for the assignment of the Lease of retail space at the Downtown Center to the Nature's Table franchise, Fassco, Inc. and to provide for a modification of the Lease Agreement reflecting a change in rental payments, language related to signage, negotiated business hours and days, and the dissemination of information among students and building personnel regarding specials, menus and hours. The College will eliminate three months of rent obligation during May, July and December. The Agreement will continue through the existing Lease term which ends June 30, 2017. The revenue to the College for the use of the space through June 2016 is anticipated to be \$4,618.15. The revenue to the College for use of the space from July 1, 2016 through June 30, 2017 is anticipated to be \$8,561.16. Based on the foregoing, the revenue through June 2017 is anticipated to be \$13,179.31. This item was approved by Doug Duncan on November 17, 2015. Department—Facilities
53. Agreement with **First Baptist Church of Indian Rocks** for the use of its facilities and to provide food and catering services for the College's graduation ceremony which will be held on December 12, 2015. The cost to the College for this Agreement will be \$10,550. This item was approved by Tonjua Williams on October 16, 2015. Department—Enrollment Services
54. Agreement with **Hilton Garden Inn** to provide rooms and breakfast for students and staff as part of the Student Life & Leadership trip to Washington, D.C. on May 9-11, 2016. The cost to the College for this Agreement will be \$21,138. This item was approved by Tonjua Williams on October 12, 2015. Department—Student Life & Leadership

55. Agreement with **Mid Florida Armored & ATM Service, Inc.** to provide armored car services for all deposits transported to the bank vault. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for the Agreement will be \$27,827.80. This item was approved by Doug Duncan on October 15, 2015. Department—District Office Business Office
56. Agreement with **Optimal Resume** to continue to use the Optimal Resume service. This software is used in the College's Career Centers. The Agreement will commence as soon as possible and continue for one year. The cost to the College for the one-year renewal period will be \$12,419. This item was approved by Anne Cooper on November 23, 2015. Department—Career Pathways
57. Agreement with **Ovid Technologies, Inc.** to renew the subscription to electronic journals which will support the Nursing and Dental Hygiene programs. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$33,032. Department—District Library
58. Agreement with **The Power of Song, Inc.** to provide consulting services related to the musical production and live stage performance of *The Sounds of the Civil Rights Movement: The Power of Song* which will serve as the kick-off event of the Martin Luther King Jr. Day of Service. The consultant shall be paid a total of \$26,500 for all services provided under this Agreement. This item was approved by Tonjua Williams on October 14, 2015. Department—Retention Services
59. Agreement with **ProEducation Solutions, LLC** to provide access to its ProDoc electronic e-sign document portal which will allow students and parents to complete and e-sign school documents on any computer or smart device. The ProDoc forms are compliant with all federal and state electronic signature requirements. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$20,000. This item was approved by Tonjua Williams on December 17, 2015. Department—Financial Assistance Services
60. Agreement with **Sunburst Entertainment Group, LLC** for the use of the Tropicana Field and facilities for the College's graduation ceremony to be held May 7, 2016. The cost to the College for this Agreement is anticipated to be approximately \$15,600. This item was approved by Tonjua Williams on December 14, 2015. Department—Enrollment Services
61. Agreement with **Tampa Bay Food Truck Rally, Inc.** to provide food and catering services for the College's All College Day event to be held on the Clearwater Campus on October 20, 2015. The cost to the College for this Agreement will be \$18,700. This item was approved by Doug Duncan on October 8, 2015. Department—Professional Development/Human Resources
62. Agreement with **Tampa Bay Trane** for the renewal of the maintenance service for building management systems controllers (Trane Tracer Summit System). The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the

College for this Agreement will be \$22,385. This item was approved by Doug Duncan on December 9, 2015. Department—Facilities Services

Section F: Contracts below \$10,000

63. Agreement with **Ebsco Publishing, Inc.** to provide the Curriculum Builder plugin that will allow faculty to create and manage course reading lists in the Learning Management System and integrate with the products in Ebscohost. The Agreement will commence as soon as possible and continue through December 31, 2016. The cost to the College for this Agreement will be \$3,000. This item was approved by Anne Cooper on December 17, 2015. Department—District Library
64. Agreement with the **City of Clearwater** to provide a permit that will allow the College to conduct a 5K race from the College's Clearwater Campus to the Ream Wilson trail and back. The race will be held February 27, 2016 and is being conducted by the Clearwater Campus Student Government Association and will serve as a fundraiser for the St. Jude Children's Research Hospital. All proceeds will go to St. Jude's. The cost for the permit will be \$100. In addition, the SGA is covering the costs for insurance and Clearwater Police officers who will assist with traffic and security. This item was approved by Tonjua Williams on November 19, 2015. Department—Student Government Association
65. Agreement with the **Clearwater Police Department** to provide three police officers to assist with the 5K race from the College's Clearwater Campus to the Ream Wilson trail and back, which will be held on February 27, 2016. The event is being conducted by the Clearwater Campus Student Government Association and will serve as a fundraiser for the St. Jude Children's Research Hospital. The cost to the College for this Agreement will be \$480. This item was approved by Tonjua Williams on November 20, 2015. Department—Student Life & Leadership
66. Agreement with **Ektron** to provide software maintenance for the College's Content Management Software System that ensures quality, consistency and ADA accessibility for College webpages. The maintenance Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$5,015. This item was approved by Anne Cooper on December 7, 2015. Department—Marketing
67. Agreement with **Elsevier** to continue the online subscription for the eClinic database (Nursing and Veterinary Technology clinics) used in the College's libraries. The Agreement will commence January 1, 2016 and continue through December 31, 2016. The cost to the College for this Agreement will be \$3,394.17. This item was approved by Anne Cooper on November 6, 2015. Department—District Library
68. Agreement with **Elsevier** to add two journal titles to the current online clinics subscription which continues through December 31, 2016. The journals will support Health Education Programs. The cost to the College for this modification will be \$1,080.10. This item was approved by Anne Cooper on December 17, 2015. Department—District Library

69. Agreement with **EnvisionWare, Inc.** to provide annual system maintenance for the PC Reservation Enterprise edition for joint-use computers, which is used in the library. The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$1,278.75. This item was approved by Anne Cooper on October 5, 2015. Department—District Library
70. Agreement with **Florida Collegiate Umpires, Inc.** to provide umpires for the College's spring 2016 baseball games. The cost to the College for this Agreement will be up to \$2,500. This item was approved by Tonjua Williams on October 8, 2015. Department—Athletics
71. Agreement with **FPL Energy Services, Inc.** to provide 8 TECO Peoples Gas accounts that will allow the College to purchase natural gas for use by the College. The Agreement will commence on November 1, 2015 and continue through October 31, 2018. The natural gas will be purchased based on the rates and terms of the Agreement and those costs would be separately determined based on usage. The costs to service the 8 accounts will be \$480 per year or \$1,440 over three years. This item was approved by Doug Duncan on October 27, 2015. Department—Facilities Services
72. Agreement with **Holiday Inn Express** to provide rooms for students, faculty and staff as part of the President's leadership trip to Tallahassee on January 27-28, 2016. The cost to the College for this Agreement will be \$6,556. This item was approved by Tonjua Williams on October 9, 2015. Department—Student Reserve
73. Agreement with **Jarrish A. Jones** to provide consulting and professional services through January 7, 2016. Specifically, the consultant will provide a total of 8 one-hour parent workshops which will include financial and motivational content designed to assist parents of youth in the College's Center of Excellence program. The cost to the College for this Agreement will be \$400. This item was approved by Tonjua Williams on October 28, 2015. Department—Retention Services/Center of Excellence
74. Agreements with **Lexmark Enterprise Software, USA, Inc.** for the purchase of two scanners and CaptureNow PSIP TWAIN software. The Agreements also provide for annual software maintenance and support. The cost to the College for these Agreements will be a first-year cost of \$4,023 with an annual recurring software maintenance and support cost of \$308. This item was approved by Tonjua Williams on October 16, 2015. Department—Financial Assistance Services
75. Agreement with **Maxim Healthcare Services, Inc. d/b/a Maxim Staffing Solutions** to provide Nursing services to Collegiate High School students as required by Pinellas County Schools. The Agreement is currently in place and is ongoing unless terminated by either party. The annual cost is estimated to be \$1,520. This item was approved by Anne Cooper on December 18, 2015. Department—St. Petersburg Collegiate High School
76. Agreement with **Microsoft Corporation** whereby Microsoft will serve as a Gold Sponsor for the College's 2015 Moving the Needle Conference to be held on October 28-30, 2015. Microsoft will participate in the conference exhibit area and briefly address the conference

audience. Microsoft will pay the College a sponsorship fee of \$2,500. This item was approved by Anne Cooper on October 19, 2015. Department—Institutional Research and Effectiveness

77. Agreement with the **National Employers Council, Inc. d/b/a PeopleSystems** to continue to audit unemployment claims and monitor refunds from the state. The Agreement will commence as soon as possible and continue through December 31, 2016. The cost to the College for this Agreement will be \$4,800. This item was approved by Doug Duncan on December 7, 2015. Department—Human Resources
78. Agreement with **Ovid Technologies, Inc.** to provide licenses for new editions of eBooks to support the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this Agreement will be \$5,083. This item was approved by Anne Cooper on October 12, 2015. Department—District Library
79. Amendment to the Agreement with **Target X** to provide additional training sessions for the Recruitment CRM system. The cost for the additional training will be \$6,500. The training associated with this Amendment is expected to commence after the Christmas break. The training will cover areas such as admissions/pre-admissions, enrollment services, financial assistance, business services, and workforce. This item was approved by Doug Duncan on November 2, 2015. Department—Marketing & Public Information
80. Agreement with **Therapeutic Research Center** for an online subscription to the Natural Standard online database used in the College's libraries. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$900. This item was approved by Anne Cooper on December 7, 2015. Department—District Library
81. Agreement with **Wingate by Wyndham** to provide rooms for College Reach-Out Program students and mentors attending the Florida Blue Classic Battle of the Bands and football game in Orlando, Florida on November 20-21, 2015. The cost to the College for this Agreement will be \$2,268. This item was approved by Tonjua Williams on November 19, 2015. Department—College Reach-Out Program
82. Agreement with **WUSF Public Media, USF Public Broadcasting** to provide on-air promotion spots regarding the Institute for Strategic Policy Solutions' speaker series to be held during the month of January 2016. The cost to the College for this Agreement will be \$1,000. This item was approved by Tonjua Williams on October 28, 2015. Department—Institute for Strategic Policy Solutions

Pamela S. Smith, Legal Services Coordinator, prepared this Quarterly Informational Report on contract items not exceeding \$325,000.

Suzanne Gardner, General Counsel, recommends approval.

ps0106161

January 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President *wdl*

SUBJECT: Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000

1. Approval was received for Final Project Completion, Final Accounting and Extension of Time, Project 677-B-14-6, Site Development, Bay Pines Center.

This Construction Project consisted of construction of a new entry/exit location closer to our Bay Pines site, and extending the left turn lane by 200 feet on SR666. This project was completed in accordance with college standards including but not limited to “sustainable” design standards. This project was substantially complete on January 16, 2015, which represents an extension of one hundred eight days (108) days beyond the original completion date.

The Guaranteed Maximum Price (GMP) for this project was \$219,215.60. The final accounting summary for this project is detailed below:

Original GMP:	\$88,083.00
Change Order #1:	\$105,963.85
Change Order #2:	\$25,168.75
Owner Contingency:	\$0.00
Total Achieved Sales Tax Savings (Not Spent)	\$0.00
Less Direct Purchase:	\$0.00
Final GMP:	\$219,215.60

2. Approval was received for Final Accounting for Project LITE-REN-14-2, Renovation of Clearwater Campus Site Lighting, Clearwater Campus and to approve Change Order #2, for relocation of ground pull boxes and light poles in the amount of \$1,214.43. Through Direct Purchase we realized a sales tax savings of \$2,620.09 which was incorporated back into the project.

Original GMP:	\$139,372.00
Change Order #1:	\$5,544.43
Change Order #2:	\$1,214.43

Less Final Direct Purchase:	(\$42,001.50)
Final Accounting:	\$104,129.36

Change Order #2 in the amount of \$1,214.43 revised the Contract for this project to \$104,129.36. Approval was received for Change Order #2 in the amount of \$1,214.43 and Final Accounting.

3. Approval was received for Final Project Completion, Final Accounting and Extension of Time, Project 1707-G-15-4, Remodel TL 162, TL Building, Seminole Campus.

This Construction Project consisted of remodeling TL 162 from a classroom to a science lab. This project was completed in accordance with college standards including but not limited to “sustainable” design standards. This project was substantially complete on August 14, 2015, which represents an extension of twenty-one days (21) days beyond the original completion date.

The Guaranteed Maximum Price (GMP) for this project was \$82,346.00. The final accounting summary for this project is detailed below:

Original GMP:	\$82,346.00
Owner Contingency:	\$0.00
Total Achieved Sales Tax Savings (Not Spent)	\$0.00
Less Direct Purchase:	\$0.00
Final GMP:	\$82,346.00

4. Approval was received for Change Order #1, Project #1707-G-11-16, for Construct Midtown Center, to increase the contract amount by \$140,000 to cover increases to the Scope of the project and to accept Substantial Completion date and Extension of Time.

In the interest of getting the project started in a timely manner, the college engaged Lema Construction while we were still determining final finish items such as the Barnes & Noble bookstore, LumaStream LED lighting and the enhanced displays developed by Creative Arts. When these scopes were identified and added to the project, it was decided that we would exhaust all existing project funding rather than bring the change order totaling \$389,505 to represent the cost of these enhancements. As a result of savings achieved through the direct purchase of materials (sales tax savings) as well as the competitive solicitation of subcontractors, the net funds needed to close out the project was \$140,000. This represents approximately 1% of the project value, and this change order covered all costs for work expended, with no further changes.

Summary of Change Order:

- Increase in Project Contract Value of \$140,000;
- Acceptance of Substantial Completion date of May 29, 2015;

- Approval of Extension of Time for contract by 85 calendar days (March 5, 2015 to May 29, 2015).

Approval of this change order allowed the project to move quickly through the close-out phase, after which the final project accounting will be presented to the Board of Trustees.

5. Approval was received for Change Order #1 and to Release Final Payment to Hodge Management, Project 09-14-15 (DFR-AHU-15-2), Arts Auditorium (AA) Building, Air Handling Unit Replacement, Clearwater Campus.

This *Type II Miscellaneous Construction Manager Services, Collegewide (up to \$1 Million)* project consists of (2) Air Handling Units and (1) Fan Coil Unit replacement in the Clearwater Arts Auditorium.

The revised Guaranteed Maximum Price (GMP) for this project was \$496,000.00. This decrease in the amount of \$2,378.14 for this project is detailed below:

Original GMP:	\$ 496,000.00
Change Order #1: Unused Owner Contingency	\$ (2,378.14)
Less Direct Purchase: NA Not used for this Project	\$ -
FINAL GMP:	\$ 493,621.86

This information is provided by Doug Duncan, Senior Vice President, Business Services and Information Technology, Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services, pursuant to Board of Trustees Rules 6Hx23-6.09 and 6Hx2306.10