1.0 GENERAL FUNCTIONS

1.01 Call to Order

Mr. Huggins called the meeting to order at 8:45 a.m.

1.02 Pledge of Allegiance

1.03 Invocation

1.04 Roll Call

The following Trustees were in attendance:

Mr. Thomas Huggins, III
Mr. Rod Jurado
Mr. Daniel Coton
Mr. Andrew Graham
Ms. Nancy Watkins

Frazier Carraway, legal council, participated via conference call.

1.05 The Chairman recommended adoption of the Agenda, all revisions to the Agenda and approval of all agenda items marked “Consent”.

Dr. Stephenson explained that the agenda has been revised as follows:

Agenda Item 2.02 [Consent] – The agenda item was amended to “[Non-Consent]”; “termination” was changed to “resignation”.

After due discussion and consideration, Mr. Graham made a motion of approval as amended, seconded by Mr. Coton, with approval given by aye vote of all members present.

2.0 HUMAN RESOURCES

2.01 The President recommended approval of full-time employment recommendations. These full-time employees will be compensated in accordance with the BOT-approved Salary Schedule.
After due discussion and consideration, Mr. Graham made a motion of approval, seconded by Mr. Coton, with approval given by aye vote of all members present.

2.02 The President recommended acknowledgment of employment separations.

This item was amended from “termination” to “resignation” of M. Christine Thomas.

After due discussion and consideration, Ms. Watkins made a motion of approval, seconded by Mr. Graham, with approval given by aye vote of all members present.

3.0 FINANCIAL SERVICES

3.01 The President recommended approval of Change Order No. 1 to the contract with Cutler & Associates, Inc., to revise the Guaranteed Maximum Price (GMP) in the amount of $13,355,844 and to change the substantial completion date from December 16, 2009 to April 1, 2010.

Ms. Watkins reiterated that all fourth floor engineering and construction completed to date should remain in place to accommodate the possible future addition of a fourth floor. Barbara Larson, VP of Finance, advised that structurally it can be done but also that the architects do not recommend it. Ms. Watkins requested staff not to make changes to the project without prior Board approval.

Mr. Huggins asked where HCC was on the height variance process. Dr. Martha Kaye Koehler, College Attorney, advised that the variance was approved on June 22, 2009, with no objections from the community. A request to amend the zoning was filed with the City of Tampa immediately following the height variance approval. This amendment will be considered by the City at their July meeting. Dr. Koehler advised that there is also an Interlocal Agreement between the City and HCC that will be brought before the Board in August 2009. The agreement will include all of the elements from the settlement agreement and all future projects must meet the terms of the agreement. Mr. Huggins asked what the zoning code says. Dr. Koehler stated that for future projects in the YC-3 Zone, exterior changes would go before the Barrio Latino Commission (BLC) to the extent that changes recommended would not conflict with state requirements. Ms. Watkins asked what would happen if we did not go before the BLC. Dr. Koehler advised that we are not required to but have agreed to go before the BLC which can then make recommendations. Ms. Watkins asked if the BLC recommends design changes and HCC does not agree, what would happen next. Dr. Koehler advised HCC would have to go back to the Florida Department of Education (DOE) and they would have the final word.

Mr. Jurado asked if the $700,000+ difference in the GMP would be returned to the state. Ms. Larson stated that there is a process whereby a request for re-appropriation of funds can be made. Mr. Jurado asked what the chances were to be able to use the funds for remodeling. Dr. Stephenson advised she would
be speaking directly with Chancellor Holcombe about the re-appropriation. Mr. Coton asked if the new GMP included remodeling of vacated space. Ms. Larson advised no. Mr. Huggins asked what the liquidated damages would be. David Cabeceiras, Director of Facilities Planning and Construction, stated liquidated damages would not be applicable unless construction was not completed by the substantial completion date; After that, liquidated damages would be approximately $1,500 per day. (NOTE: In reviewing the College’s contract with Cutler & Associates, Inc., the daily liquidated damages amount is $1,250 per calendar day). Dr. Stephenson reminded the Board of the new substantial completion date of April 1, 2010.

Mr. Huggins asked what the project start time would be. Ms. Larson advised that once the change order is approved, remobilization would begin immediately with ‘Notice to Proceed’ being issued today; actual construction should begin in a few weeks. Mr. Huggins asked if all W/MBE subcontractors were still on board. Michael Johnson, Project Manager for Cutler & Associates, stated that all participants were cooperating. Ms. Watkins asked if the new schedule would allow everyone to remobilize immediately. Mr. Johnson advised that the timing would be a struggle but subcontractors committed to rapid remobilization when they were asked to re-price the project.

After due discussion and consideration, Mr. Coton made a motion of approval, seconded by Mr. Graham, with approval given by aye vote of all members present.

4.0 ADJOURNMENT

4.01 There being no further business, the meeting adjourned at 9:00 a.m.