DISTRICT BOARD
OF TRUSTEES

BOARD MEETING

HILLSBOROUGH
COMMUNITY
COLLEGE

LOCATION:
DISTRICT ADMINISTRATIVE OFFICES
39 COLUMBIA DRIVE, TAMPA, FL
BOARD ROOM
4:00 PM

MAY 25, 2010
1.0 GENERAL FUNCTIONS

1.01 Call to Order
1.02 Pledge of Allegiance
1.03 Invocation
1.04 Roll Call
1.05 Welcome to Guests and Staff Members
1.06 Foundation Report
1.07 Faculty and Staff Recognitions
   1.07.01 Suzanne Lynch – Fullbright Scholarship
   1.07.02 Susan McClung – National Endowment for Humanities
   1.07.03 Tom Tankersley and Dr. Felix Haynes – NACCE Quarterly Journal
   1.07.04 Dr. Liana Fox – Florida Financial Literacy Council
   1.07.05 Craig Johnson – Baldridge National Quality Program
   1.07.06 Dr. Shawn Robinson – 2010 Chancellor’s Leadership Seminar
   1.07.07 Dr. Gwendolyn W. Stephenson – FACU Distinguished Service Award
   1.07.08 HCC Lady Hawks Tennis Team – NJCAA National Tournament
   1.07.09 Dale Mabry Campus Highlights

1.08 The Chairman recommends adoption of the Agenda, all revisions to the Agenda and approval of all agenda items marked “Consent".
1.09 The President recommends approval of the minutes as follows:

April 27, 2010 [Budget Workshop]
April 27, 2010 [Regular Meeting]
April 29, 2010 [Special Meeting]
(submitted herein for your review).

2.0 HEARING OF STUDENTS

3.0 HEARING OF CITIZENS

4.0 HEARING OF FACULTY AND STAFF

5.0 HUMAN RESOURCES

5.01 The President recommends approval of the employment of the following employees. These full-time employees will be compensated in accordance with the BOT approved Salary Schedule (submitted herein for your review).

5.02 The President recommends appointing the persons on the attached list to be employed during Term 10/SP. Each part-time employee will be compensated in accordance with the BOT approved Salary Schedule (submitted herein for your review).

5.03 The President recommends acknowledgment of employment separations (submitted herein for your review).

5.04 The President recommends the following employee be granted Sabbatical Leave: Norma Caltagirone, Psychology, December 15, 2010 – August 18, 2011 (submitted herein for your review).

5.05 The President recommends the approval of annual contracts, as appropriate, for full-time non-tenured instructional personnel (submitted herein for your review).

5.06 The President recommends awarding continuing contracts, as appropriate, for full-time tenured instructional personnel (submitted herein for your review).
6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

CONSENT

6.01 The President recommends approval of the course deletions, course modifications, a new program, program moratoria and program modifications effective Fall Term 2010 (submitted herein for your review).

CONSENT

6.02 The President recommends approval of an articulation agreement between Foundation Christian Academy and High School and Hillsborough Community College for the Dual Enrollment Program (submitted herein for your review).

7.0 INSTITUTIONAL SERVICES

CONSENT

7.01 The President recommends approval of the 2010-2011 Apprenticeship Training Program Agreement with Independent Electrical Contractors, Florida West Coast Chapter, Inc., for one (1) year beginning August 20, 2010 (submitted herein for your review).

7.02 The President recommends approval of the contract between the College and the Florida Department of Juvenile Justice to provide instructional services to the Department of Juvenile Justice beginning July 1, 2010 (submitted herein for your review).

7.03 The President recommends approval of the Covenant of Purpose, Use and Ownership with the Economic Development Administration in conjunction with the award of federal funds for the Columbus Drive Automotive Program (submitted herein for your review).

7.04 The President recommends approval of the Plant City Campus Master Plan (submitted herein for your review).

8.0 FINANCIAL SERVICES

8.01 The President recommends the award of Request for Proposal to Execu Sys Ltd of New York, NY, and Computer Consultants of America Inc. (submitted herein for your review).

8.02 The President recommends approval of Amendment No. 7 to the contract with Crossroads Construction Company establishing the Guaranteed Maximum Price in the amount of $469,508.00, for the remodeling of the Environmental Science Technology laboratory in the Plant City Educational Partnership Center (PEPC) located at the Plant City Campus (submitted herein for your review).
8.03 The President recommends approval of Amendment No. 1 to the contract with Cutler Associates, Inc., establishing the Guaranteed Maximum Price in the amount of $2,673,322.00, for the remodeling of existing space located at the Ybor City Campus Training Center, 5610 East Columbus Drive, to be converted into a Laboratory Suite to house the College’s Automobile Mechanics Technology Program (submitted herein for your review).

8.04 The President recommends approval of the application for final payment in the amount of $18,494.50 to Southern Roofing Company, for completion of the Construction and Installation of the Dale Mabry Gymnasium Roof Replacement, as reviewed and recommended by Elements (submitted herein for your review).

8.05 The President recommends approval of the application for final payment in the amount of $17,895.66 to Crossroads Construction Company, for completion of the replacement of two (2) cooling towers at the Brandon Campus, as reviewed and recommended by VoltAir Consulting Engineering (submitted herein for your review).

8.06 The President recommends approval of Request for Proposals #2531-10 to Sodexo America, LLC of Gaithersburg, MD, to provide custodial services college-wide for a period of five (5) years with the option to renew for an additional three (3) years, one (1) year at a time, for an estimated total cost of $1,891,932 for the first year. Beginning in Year 2, the annual cost will increase each year based on the Employee Cost Index (ECI); however, it will not exceed 2.5% per year. As additional space is added, the cost will increase based on the price per square foot for the type of space being added (submitted herein for your review).

9.0 ADMINISTRATIVE REPORT

9.01 Legislative Update

9.02 Brandon and SouthShore Master Plans

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

11.01 Discussion of Presidential Search and Contract

12.0 ADJOURNMENT
The Board Workshop commenced at 2:35 p.m.

The following Trustees were in attendance:

Mr. Rod Jurado  
Mr. Andrew Graham  
Mr. Daniel Coton  
Ms. Nancy Watkins [arrived at 2:45 p.m.]  
Mr. Randall Reid [arrived at 2:45 p.m.]

Dr. Stephenson advised that the purpose of the workshop was to provide the Board with an overview of the 2009-2010 Budget and the Preliminary Proposed Budget for 2010-2011.

Ms. Barbara Larson, CFO/Vice President for Administration, and Ms. Bonnie Carr, Controller presented the FY 2010-2011 Board of Trustees Budget Workshop document and proceeded to review the document with the Board of Trustees.

The Board of Trustees will meet on June 15, 2010, at 1:30 p.m. for a final Budget Workshop.

The meeting adjourned at 3:25 p.m.
1.0 GENERAL FUNCTIONS

1.01 Call to Order
1.02 Pledge of Allegiance
1.03 Invocation
1.04 Roll Call

The following Trustees were in attendance:
- Mr. Rod Jurado
- Mr. Andrew Graham
- Mr. Daniel Coton
- Ms. Nancy Watkins
- Mr. Randall Reid

1.05 Welcome to Guests and Staff Members

1.06 Foundation Report

Dr. Adrienne Garcia, Executive Director of the Foundation, provided the Board with an update and reported that since March 22, 2010, the Foundation received $81,000 in grants from the Children’s Board of Hillsborough County.

Scholarships

- $7,400 from the Bailey Family Foundation
- $2,200 from GoodWorks International
- $2,000 from the Miss. America Scholarship Fund
- $1,500 from Florida Strawberry Festival, Inc.
- $1,200 from the University Village Scholarship
- $1,000 from Lake Towers Good Samaritan Fund
- $700 from the Akwesasne Area Management Board
$500 from the Distributive Education Clubs of America

**College Support**

- $1,000 from Kellogg Marketing

**Internal Campaign**

- $500 and above from Dr. Allen Witt, Barbara Larson, Dr. Ken Ray, Dr. Carlos Soto, Dr. Adrienne Garcia, Elizabeth Johnson and Jeneice Sorrentino

The Foundation is currently in the third week of a six-week campaign, and has raised $14,338 from 67 employee gifts, representing 29% of our $50,000 goal. Our other goal is for 100% participation from employees. Next week, the Foundation will conduct a series of socials on campus as well as desk-to-desk solicitations to ensure success. Most gifts are directed to First Generation in College Scholarship Fund, the Dr. Gwendolyn Stephenson Endowed Scholarship Fund, other scholarships or campus funds and some college support funds. Each individual determines where they want to direct their donation.

1.07  **Faculty, Staff and Student Recognitions**

1.07.01  HCC’s Delta Epsilon Chi Chapter (DECA) recently competed in the Florida Association DECA Competition. DECA is an international association of high school and college students studying marketing, management and entrepreneurship in business, finance, hospitality and marketing. Attendees from HCC were Jeremiah Tatum, Christelle Mukengele, Daniel Neufeld, David Fanciullacci, Yaritza Quiones and Pablo Rivera. All of the students qualified for the international conference held this past week in Kentucky. Katen Amin and Gina Yaqunto are the club’s advisors and Ralph Waithie served as the chaperone.

1.07.02  Linda Prescott and Barry Silber will be making presentations at the Annual National Institute for Staff and Organizational Development (NISOD) conference this May. Ms. Prescott’s presentation is “QEP Results of a Quasi-Experimental Design: Improving Student Learning Outcomes in Gateway Courses.” Mr. Silber’s presentation is “Create Your Own Captivating Classroom – the world is your oyster and so is your classroom.” His session will reveal a variety of innovative techniques to engage students and enhance the learning process.

1.07.03  Dr. Bill Day, Dale Mabry Human Services Program Manager, was reappointed to the State Board of Clinical Social Work, Marriage and Family Therapy, and Mental Health Counseling by Governor Charlie Crist. His new term began March 15, 2010 and ends on October 31, 2013.

1.07.04  Judy Alicea, Brandon Counselor, and Shannon Grinstead, Success Center Coordinator, presented at the American Association of
Community Colleges Conference in Seattle last week. The topic of their presentation was “Courageous Conversations in Leadership: HCC’s Excellence through Leadership Program.”

1.07.05 Barbara Larson, College VP of Finance and Administration/CFO, spoke earlier today to the American Society of Military Comptrollers, MacDill Air Force Base Chapter. Her topic was the impact of HCC on the regional economy and the success of HCC graduates.

1.07.06 Dale Mabry’s Dental Hygiene Program just received the results of the National Board Exam with 100% of students passing the exam. Debra Heysek, Program Manager, is here today.

1.07.07 Students in Free Enterprise (SIFE) is an international non-profit organization that works with leaders in business and higher education to mobilize college students to make a difference in their communities while developing the skills to become socially responsible business leaders. HCC’s SIFE club placed first runner up at the Regional Competition League One in Dallas, Texas. Here today, are students Katherine Gonzalez, Blake Wheeler and Joerod Collier, along with Linda Tarrago, Club Advisor. The Club was also notified that they are one of three finalists for the Jack Shewemaker Spirit Award for Team Video which was created by Blake Wheeler. The winning team will be notified of the final award on May 3rd in Minneapolis.

1.07.08 The SouthShore EMT (Emergency Medical Technology) Program achieved a 93% Pass Rate on the Florida EMT Basic Certification Exam during 2009. This was the highest EMT pass rate in the College for the last three years and the first full year of the SouthShore EMT Program, supervised by William Corso and Lawrence Linder.

1.07.09 Dr. Gwendolyn Stephenson was selected as one of four finalists for the Executive Woman of the Year Award. She was nominated for extraordinary Vision that lead to HCC’s transformation over her 13 years of administration.

1.07.10 Jim Reese, Dale Mabry Faculty Member, was the winner of the HCC 2010 Innovation of the Year. Mr. Reese presented a brief overview and demonstration of this new project, the Opticianary Program’s online orientation. Mr. Reese provided a brief overview and demonstration of his project.

1.07.11 The Phi Theta Kappa (PTK) Honor Society and the American Association of Community College (AACC) jointly recognized the All USA Today Academic Team. The 20 students chosen were selected by a panel of judges from 1,523 students nominated by community colleges across the United States, Guam and American Samoa. Each student received a $2,500 cash award from USA TODAY and a medallion from PTK.
1.07.12 Dual Enrollment Speaker, Mr. Ralph Jacobi, was HCC’s first student selected for the All USA Today Academic Team. He was one of 20 students in the country recognized during last week’s AACC conference in Seattle. Mr. Jacobi first came to HCC through our Dual Enrollment Program.

1.07.13 Ashley Carl introduced dual enrollment speaker and All USA Today Academic Team member, Mr. Ralph Jacobi. Mr. Jacobi thanked the Board for allowing him to speak. He attributed his success at HCC to home-schooling, his parents and self-study. He then introduced his father, Mike Jacobi, who was in the audience. Mr. Jacobi passed around a framed print of the US Today article as well as his award received in Seattle.

Dr. Stephenson called attention to another article which identified the 20 awardees and noted that four of the 20 were from Florida community colleges.

On behalf of the board, Mr. Jurado congratulated everyone on their efforts and awards.

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

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

1.09 The President recommended approval of the minutes as follows:

March 25, 2010 [Regular Meeting]

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

The President recommended approval of the minutes as follows:

April 2, 2010 [Special Board Meeting]

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.

2.0 HEARING OF STUDENTS

3.0 HEARING OF CITIZENS

4.0 HEARING OF FACULTY AND STAFF
5.0  HUMAN RESOURCES

5.01 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. Reid, with approval given by aye vote of all members present.

5.02 The President recommended approval of part-time faculty and staff employment recommendations for Term 10/SP. Each part-time employee 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. Reid, with approval given by aye vote of all members present.

5.03 The President recommended acknowledgment of employment separations.

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

5.04 The President recommended the following employees be granted Sabbatical Leave: John Hardin, Humanities, August 2010 through August 2011; and Rebecca Mills, English, August 2010 through August 2011.

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

5.05 The President recommended the approval of the awarding of administrative contracts for the 2010-2011 fiscal year.

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.

5.06 The President recommended that Dr. Bruce Judd, Vice President of Information Technology, be placed on a month-to-month contract beginning July 1, 2010. The contract will automatically renew on the last day of the month for an additional month unless the President determines that the contract will not be renewed by providing written notice to Dr. Judd five (5) calendar days prior to the end of the month.

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

6.0  EDUCATIONAL PROGRAMS & STUDENT SERVICES

6.01 The President recommended approval of the course modifications and program modifications effective Fall Term 2010.
After due discussion and consideration, Mr. Graham made a motion of approval, seconded by Mr. Reid, with approval given by aye vote of all members present.

7.0 INSTITUTIONAL SERVICES

7.01 The President recommended approval of an Interlocal Agreement with the City of Tampa to allow HCC to place and maintain an underground communication line from the Ybor City campus to the former Heidt Building in the City’s right-of-way.

Mr. Graham asked how this work would be completed. Martha Kaye Koehler advised that cabling is laid in the right-of-way. Dr. Bruce Judd, VP of Information Technology, stated the cable is run through a conduit underground.

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.

7.02 The President recommends approval to adjust the College’s records.

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.

8.0 FINANCIAL SERVICES

8.01 The President recommended approval of a Budget Amendment No. 4.

Ms. Larson stated the budget amendment contained several key items. Originally, the federal stimulus money was recognized as restricted funds. After further discussion with the State Department of Education, all 28 Florida community colleges agreed to recognize the funds as general operating revenues. A new technology fee was introduced which was underbudgeted so $250,000 of additional revenue will be recognized and budgeted to be used for instructional technology. Finally, the amendment includes a $2,000,000 non-mandatory transfer to the plant fund to assist with renovation and maintenance projects, energy improvement projects, and additional security costs with the potential for creating a new dispatch center.

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


After due discussion and consideration, Mr. Reid made a motion of approval, seconded by Ms. Watkins, with approval given by aye vote of all members present.
8.03 The President recommended approval of the attached HCC Tennis Complex Membership Fee Schedule.

Ms. Watkins asked if this was a monthly or annual fee. Dr. Chunn advised they are proposing an annual fee. Ms. Watkins asked if the City's annual fee was paid all at once or if players have the option to pay over time. Ms. Larson stated the City requires full payment in advance. Ms. Watkins asked what payment options the tennis complex is considering and asked how, if making payments over time, the college would enforce payment if someone stops paying. Dr. Chunn said that HCC would not consider going after the balance. Dr. Chunn stated that most players have expressed an interest in paying all at one time. Ms. Watkins expressed her concern that the schedule presented reflects the option of paying monthly and recommended allowing two half-payments or three 1/3 payments instead. Ms. Watkins also recommended a very short grace period for non-payment of dues. Dr. Stephenson recommended adjusting the payment process based on Board recommendations.

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

8.04 The President recommended approval of Amendment No. 5 to the contract with Horus Construction Services, Inc., establishing the Guaranteed Maximum Price in the amount of $589,893.00 for the renovation of the locker rooms in the Gymnasium located at the Dale Mabry Campus.

Mr. Jurado started that he had the opportunity to walk through the gymnasium and believes this investment will be a great improvement for the athletics program and for students using the facility.

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

8.05 The President recommended approval of Amendment No. 6 to the contract with Horus Construction Services, Inc., establishing the Guaranteed Maximum Price in the amount of $133,985.00 for the remodeling of the computer laboratory in the Technology Building located at the Brandon Campus.

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.

8.06 The President recommended approval of Amendment No. 7 to the contract with Kraft Construction Company, Inc., establishing the Guaranteed Maximum Price in the amount of $539,700 for the renovation of the south central portion of the exterior courtyard located at the Dale Mabry Campus.

Dr. Chunn stated that this project will not only improve the campus aesthetically, but that the concrete is uneven in places and is also prone to flooding and algae growth, all of which present hazardous conditions for pedestrians.
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.

9.0 **Administrative Report**

9.01 2009 Black, Brown and College Bound (BBCB) Summit Report

Dr. Ken Ray, Vice President of Student Services, thanked committee members Barbara Coxfield, Judy Alicea, Derrick Brown, Ed Corsey, Joan Holmes, Ed Olmo, Liza Stewart and Oscar Benavitas, student, for making this year’s BBCB event a success. The event hosted 199 professionals and 109 students.

Dr. Ray introduced Dr. Sylvia Marion Carley, Consultant, who provided a brief overview of the fourth annual summit which was held in February. She stated that by moving the summit from November to February allowed participation from another five states bringing the total participation to 25 states. The conference theme, “Reality Check, Status Quo, or Route to Change” was developed based on a student panel conversation at the previous year’s conference.

The conference consisted of four tracks. Track One: the issue of equity and equality and how it affects retention, persistence and graduation rates; Track Two: policy issues and what happens in our society when we make issues in the workforce and develop policies that may affect who will work and in what conditions; Track Three: looking at educational expectations by actually looking at educational instructions, do the students have a quest, and we delivering what the students expect; and Track Four: checking in on reality, looking at the family dynamic that may affect their participation in school and how the students relate to one another.

Dr. Carley thanked the four guest speakers, Simone Silver, renowned artist from California; Dr. Jose Hernandez, over-inclusion and diversity in North Carolina; Dr. Calvin Mackey, motivational speaker, author, educator, inventor and engineer; and Dr. Tomas Morales, president of the College of Staten Island. Dr. Carley presented the Board with book bags which included books by the various authors that were at the conference.

Mr. Jurado asked, as valuable as this program is, did the conference make money or just break even. Dr. Carley advised the conference was “in the black.” Mr. Jurado asked if we would be able to host the conference again next year. Dr. Carley stated yes.

9.02 Plant City Campus Master Plan

Ms. Larson advised that the College updates the master plans every five years and Plant City is first of five presentations planned for the next several Board Meetings. She thanked Dr. Felix Haynes, Plant City Campus President, and the team from WilsonMiller, Neale Stralow and Michael English, and Mickey Jacob from Urban Studio Architects, for being here to present the plan.
Dr. Haynes provided a brief explanation of the transition of the leased land by Parks and Recreation back to the Plant City campus. He introduced Mr. Jacob who further explained the master plan.

There was a lengthy discussion regarding the location of the buildings and the lack of parking close to the new buildings. It was determined that the Plant City Master Plan would be revisited and presented again at the next Board Meeting on May 25, 2010.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

12.0 ADJOURNMENT

12.01 There being no further business, the meeting adjourned at 6:05 p.m.
HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
THURSDAY, APRIL 29, 2010 - 4:00 P.M.
SPECIAL BOARD MEETING
DISTRICT ADMINISTRATIVE OFFICES
BOARD ROOM
MINUTES

The Board Workshop commenced at 4:20 p.m.

The following Trustees were in attendance:

    Mr. Rod Jurado
    Mr. Andrew Graham
    Mr. Daniel Coton
    Ms. Nancy Watkins
    Mr. Randall Reid

    Mr. Jurado requested that during the moment of silence, we remember
SouthShore students Ryan Modrow and Shawn A. James, who recently died.

    Mr. Jurado thanked Dr. Narcissa Polonio for her assistance in HCC's presidential
search.

1. Review of Public Forum Feedback Forms from College and Constituencies

Dr. Polonio advised she had heard from some of the constituencies inquiring as to
the best way to organize feedback for the Board. She suggested they focus on
strengths and weaknesses. Dr. Polonio stated that the feedback received was done
in a respectful manner. She then asked the Board if they had any questions
regarding the Public Forum Feedback Forms. The Board did not have any
questions.

Dr. Polonio advised that Dr. Mark Rocha no longer wished to be considered for the
president’s position. She also stated that Dr. Rocha was very impressed with the
entire process and thanked everyone for the courtesies afforded to him. Mr. Jurado
asked if he gave a reason for removing his name from contention. Dr. Polonio
advised it was largely a timing issue and that Dr. Rocha could no longer commit the
time needed for the search process.
2. Review of Pertinent Background Information on Candidates

Dr. Polonio stated she is continuing to compile background information on three candidates through Google, Internet reviews, LexisNexis, and an array of interviews of people who have worked with the candidates in the past. She stated that all candidates had given ACCT permission to speak to people at their respective institutions and will continue to work on a fifth layer of review once a final candidate is selected.

Mr. Jurado asked if there were any “red flags”. Dr. Polonio advised there was no evidence of legal litigation for any of the candidates; some had circumstances but no evidence of bankruptcy, malfeasance, etc.

3. General Discussion of Candidates

Dr. Polonio distributed a matrix to narrow the consideration down to one individual so the Board can move forward with a campus visit. Dr. Polonio asked that the Board complete the matrix by circling one candidate’s name. Ms. Watkins stated this matrix would become public record under Florida’s Sunshine Law. Mr. Carraway asked that each board member initial their selection.

Dr. Polonio collected the completed forms and advised that there were five (5) votes for Dr. Ken Atwater. Mr. Jurado stated it might be important to talk about the decision to select Dr. Atwater.

Ms. Watkins stated her rationale for selecting Dr. Atwater. She noted that Dr. Dorsey was extremely pleasant, personable and very competent in her position but had doubts about her transition to a school with this type of governance and particularly the size of this school. From her interview with Dr. Tricoli, she stated that if we needed a change agent for the College, then without question, that would have tipped the scale in his direction. She also stated that he would be a fabulous president but his strengths aren’t what the College needs at this time. Dr. Atwater’s background and experience are more relevant to this institution. She also noted that Arizona also has more of a national/international presence.

Mr. Reid stated he felt the same as Ms. Watkins and if we had deferred to Dr. Tricoli, he would have been good with that selection as well.

Mr. Coton stated he would have been comfortable with Dr. Tricoli as well. However, he had a sense with Dr. Atwater, that he is the type of leader who doesn’t “steer the ship” himself but finds the right people to steer the ship and doesn’t want to see the College digress from that attitude. He said he would like to know more about Dr. Atwater. He stated that Dr. Atwater is very knowledgeable about the community college system and that the Maricopa system is a little more similar to ours than Dr. Tricoli’s. In addition, he said that Dr. Dorsey is the up and coming star of the community college system and was a delightful person. However, he would have
been concerned about her transition from her system to our system. He said that, in a few years, she would be one of the more sought-after college presidents.

Mr. Graham concurred with everything the board members said about each of the candidates and that he liked them all. He said he chose Dr. Atwater because he seemed to have the respect of his community and that he got the sense he was a leader.

Mr. Jurado agreed that Dr. Dorsey was very well-respected at the AACC and reiterated that she was very pleasant. He said that, after spending time with Dr. Tricoli, if the College needed a hard right or hard left, he would have been the right person for the job. Mr. Jurado stated that Dr. Atwater was very optimistic about education and community colleges. In addition, he is a member of the League for Innovation and he would like to learn more about him.

Dr. Polonio advised that Dr. Atwater had been at his college for many years and is credited with building the institution. She stated that Arizona is a very diverse and complex environment and Dr. Atwater has been able to transcend many communities, raising money and increasing visibility. In addition, he is well-connected in the political arena.

4. Selection of Candidate Campus Visit

Dr. Polonio recommended making the campus visit as soon as possible. Once we know who is planning to visit the campus, her office will help with the arrangements. In addition, she will prepare a cross-section of different people in the school, tour of the facilities, an opportunity to meet with the trustees and with members of the community.

Mr. Jurado advised, due to Sunshine Law, only one Trustee would be able to visit the campus. Mr. Jurado then volunteered Mr. Coton to make the campus visit and asked if he was available. Mr. Coton advised yes. Mr. Jurado nominated Mr. Coton to go out and visit South Mountain Community College and Ms. Watkins seconded the motion with an aye vote of all members present.

Mr. Coton asked if there were questions from everyone to make sure all concerns were addressed. Ms. Watkins advised that he take license, as a lot of questions will arise when he is there. Mr. Coton asked if there were any Sunshine Law issues if everyone gave him a list of questions. Mr. Carraway advised the questions would have to be a matter of public record so questions should be sent to counsel and he would forward them to Mr. Coton. Mr. Coton asked if Dr. Polonio would be available to attend the campus visit. Dr. Polonio advised no, but that a staff member would be available for him.
5. Selection and Process for Negotiation of Contract

Dr. Polonio presented the Board with a salary scale for presidents in Florida. She asked that the Board consider one trustee to be ready to negotiate on behalf of the Board. There was a lengthy discussion on what type of contract should be offered.

Mr. Graham nominated Ms. Watkins to negotiate the contract, seconded by Mr. Reid followed by an aye from all board members.

Ms. Watkins said she would need more information before starting on this contract. She stated she would like to have another meeting as soon as possible after the campus visit occurs to have a discussion and make a decision.

Dr. Polonio asked if, in the interim, she could still meet with Ms. Watkins to discuss terms of contract. Ms. Watkins advised yes but it would not preclude any possibility that we wouldn’t look at another candidate if something came up.

6. Next Steps

Mr. Graham asked about Dr. Rocha’s withdrawal and if he would have considered the position if an offer was made today. Dr. Polonio advised when he was visiting HCC, his family wanted to live here; however, he received an offer from another location and although his heart was here, he just could not wait any longer for an offer to be made.

Mr. Coton asked if we were behind on the schedule. Dr. Polonio advised that the search was only a few weeks behind due to the snowstorms experienced in February. Dr. Polonio complemented the Board for taking the time during the process to listen and assess and make the judgment of what is in the best interest of the school in the long term.

The meeting adjourned at 5:30 p.m.
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

BACKGROUND AND PERTINENT FACTS:

These positions are budgeted full-time positions. The positions were properly advertised, and applicants have been scrutinized using the College’s screening process.

ECONOMIC IMPACT:

All of the positions are budgeted within the current fiscal year (2009-10) budget. Except for temporary positions, these positions will be fully budgeted in FY 2010-11 and in all subsequent fiscal years unless program or service changes or financial exigency requires that funds be discontinued.

OBJECTIVE:

To provide necessary staff support for the appropriate divisional unit.

LEGAL AUTHORITY:

SBE 6A-14.0261, FAC
F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends that the Board approve the employment of the following employees. These full-time employees will be compensated in accordance with the BOT approved Salary Schedule.

<table>
<thead>
<tr>
<th>Initiator</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>[Signature]</td>
<td>5/6/10</td>
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<thead>
<tr>
<th>Vice President/Campus President/Exec Dir of Human Resources</th>
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<table>
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<tr>
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HILLSBOROUGH COMMUNITY COLLEGE

DATE OF BOARD OF TRUSTEES MEETING: MAY 25, 2010

FULL-TIME NEW HIRES

<table>
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<tr>
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<tr>
<td>Nicolaides, Thea</td>
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STAFF EXEMPT

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<tr>
<td>Hecksher, Kay*</td>
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STAFF NON-EXEMPT

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<tr>
<td>Fisher, Jeanmaria</td>
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<tr>
<td>MacFarlane, Matthew</td>
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PROMOTION

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LATERAL TRANSFER

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<td>Physics Instructor FFC30098 Brandon</td>
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</table>

*Full-Time Temporary
**FTT/Grant Funded
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.02

BACKGROUND AND PERTINENT FACTS:

The College has determined that part-time faculty and staff are needed to support the academic programs for the Academic Term 10/SP. Part-time faculty will be employed on a term-by-term basis. If additional part-time staff is needed, a supplementary list will be submitted for appointment.

ECONOMIC IMPACT:

All of the positions are budgeted within the current fiscal year (2009-10) budget. All part-time faculty and staff budgets will be reviewed as part of 2010-11 budget development, and established based on enrollment projections and departmental need.

OBJECTIVE:

To augment full-time faculty and staff with temporary assistance to meet the academic goals of the College.

LEGAL AUTHORITY:

SBE 6A-14.0261, FAC
F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends that the Board appoint the persons on the attached list to be employed during Term 10/SP. Each part-time employee will be compensated in accordance with the BOT approved Salary Schedule.

Initiator

Vice President/Campus President/Exec Dir of Human Resources

District President

Date 5/14/10

Date 5/10/10

Date 5/14/10

1-0-024(2/04)
# PART-TIME NEW HIRES/REHIRES

**DATE OF BOARD OF TRUSTEES MEETING:** MAY 25, 2010

## FACULTY

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<tr>
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<tbody>
<tr>
<td>Bennett, Aaron</td>
<td>FPNC0351</td>
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<td>Adj Avocational Instr</td>
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<td>FPNC0409</td>
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<td>SouthShore</td>
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<td>Emmanuel, Harold</td>
<td>FPNC0173</td>
<td>Adj CmptSr Sci Instr</td>
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<td>Greenson, Brian</td>
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<td>Adj Motorcycle Trm Instr</td>
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<td>Johnson, Michael</td>
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<td>McWilliams, James</td>
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<td>Adj Radio Comm Instr</td>
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<td>Mitchell, Christopher</td>
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<td>Adj Law Enf NC Instr</td>
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<td>Montevago, James</td>
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<td>Reece, Jacqueline</td>
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<td>Adj Speech Instr</td>
<td>Brandon</td>
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<td>Senechal, Neil</td>
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<td>Walmsley, Elaine</td>
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## NON-FACULTY

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<td>Tarazona, Maritza</td>
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<td>Webb, Rashod</td>
<td>ZPC20113</td>
<td>PT Tech</td>
<td>Plant City</td>
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</table>

*Grant Funded
BACKGROUND AND PERTINENT FACTS:

Upon review of documentation it has been determined that the employees listed herein will separate from employment at the College as indicated.

ECONOMIC IMPACT:

None. All open positions are reviewed by the College to determine whether the position is needed. All positions must be approved by the College President prior to advertising.

OBJECTIVE:

To acknowledge separations.

LEGAL AUTHORITY:

SBE 6A-14.0261, FAC
F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends acknowledgement of the following separations. (Listing submitted herein for your review.)

Initiator: [Signature] Date 5/6/10
Vice President/Campus President/Exec Dir of Human Resources: [Signature] Date 5/6/10
District President: [Signature] Date 5/7/10
HILLSBOROUGH COMMUNITY COLLEGE
FULL-TIME SEPARATIONS
DATE OF BOARD OF TRUSTEES MEETING: MAY 25, 2010

RESIGNATION

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<tr>
<td>Miller, Joel</td>
<td>Chief, Public Safety</td>
<td>Dale Mabry</td>
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RETIREMENT

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<td>Warnock, Charles</td>
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<td>05/03/10</td>
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EXPIRATION OF TEMPORARY ASSIGNMENT

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<tr>
<td>Anderson, Carrie Jo*</td>
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<td>Bielecki, Jana*</td>
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<td>Caya, Myrah*</td>
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<td>Conrad, David*</td>
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</table>

*Full-Time Temporary
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

BACKGROUND AND PERTINENT FACTS:

The agreement between the Hillsborough Community College District Board of Trustees and the Faculty United Service Association (FUSA) regarding Sabbatical Leave provides that "no more than 6 full-time equivalent faculty members shall receive Sabbatical Leave for an academic year." We have not yet reached our six awards for 2010-2011.

ECONOMIC IMPACT:

Compensation while on sabbatical leave is ¾ of the faculty member's annual salary prorated for the period of the leave. This is paid from the Faculty, Staff and Program Development fund.

OBJECTIVE:

To provide eligible full-time, tenured faculty members with an opportunity for professional growth and/or the completion of their doctoral degree.

LEGAL AUTHORITY:

SBE 6A-14.0411
FUSA Agreement, Article 12.7

RECOMMENDATION:

The President recommends that the Board approve the following faculty member be granted Sabbatical Leave during the 2010-2011 Academic Year.

Norma Caltagirone, Psychology (December 15, 2010 –August 18, 2011)

Initiator

Date 5/10/10

Vice President/Campus President/Director of Human Resources

Date 5/10/10

District President

Date 5/14/10
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.05

BACKGROUND AND PERTINENT FACTS:

The Board awards contracts to community college instructional personnel pursuant to Florida statutes. Current full-time non-tenured instructional personnel have been reviewed by the respective Deans and Campus Presidents and recommendations have been made for the issuance of contracts for the 2010-11 academic year.

ECONOMIC IMPACT:

Funds are internally available within the 2010-2011 Budget.

OBJECTIVE:

To issue contracts to non-tenured instructional personnel for the 2010-2011 academic year.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65; 1012.83
SBE 6A-14.0261; 6A-14.041
HCC 6HX-10-2.001

RECOMMENDATION:

The President recommends that the Board approve annual contracts, as appropriate, for full-time non-tenured instructional personnel.

Initiator [Signature] Date 5/6/10
Vice President/Campus President/Exec Dir of Human Resources [Signature] Date 5/4/10
District President [Signature] Date 5/14/10

1-0-024(2/04)
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Campus</th>
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<tbody>
<tr>
<td>Afflick, Barbara E</td>
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<td>Dale Mabry Campus</td>
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<td>Anzalone, Alessandro</td>
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<td>Bacheller, John</td>
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<tr>
<td>Ericsson, Edward D.</td>
<td>Nursing Instructor</td>
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<tr>
<td>Ghosh, Debarati</td>
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<td>Hajari, Sheila A</td>
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<tr>
<td>Holland, Leland N</td>
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<tr>
<td>Hubbard, Barry C</td>
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<td>Dale Mabry Campus</td>
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<td>Johnson, Sybil Barnes</td>
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<td>Smith-Palinhas, Barbara A</td>
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<td>Stein, Shelly K</td>
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<td>Stellato, Jean A</td>
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<td>Thompson, Michelle</td>
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<td>Truong, Vien V</td>
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<tr>
<td>Wilson, Ebony Nicole</td>
<td>Counselor</td>
<td>Dale Mabry Campus</td>
</tr>
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May 2010
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

BACKGROUND AND PERTINENT FACTS:

SBE Rule 6A-14.0411 provides the legal basis for awarding continuing contracts to community college personnel upon recommendation of the President. In accordance with the HCC/FUSA Agreement, Article 6.16, Tenure (Continuing Contract) the College-Wide Tenure Committee deliberated to review documentation and to interview individual spring term 2010 tenure candidates to support the issuance of continuing contracts. Based on that process and by unanimous vote, the committee recommended that the spring term 2010 candidates be issued continuing contracts, and based on further review of coursework and activities the Vice President for Academic Affairs recommends the issuance of a continuing contract to the 2010 candidates listed below.

ECONOMIC IMPACT:

None anticipated.

OBJECTIVE:

To issue continuing contracts to the below-named instructional personnel to be effective the 2010-2011 academic year.

LEGAL AUTHORITY:

SBE Rule 6A-14.0411
SBE Rule 6A-14.002(1)
FS 1012.83

RECOMMENDATION:

The President recommends that the Board of Trustees approve the awarding of continuing contracts to the following faculty:

Aaron Anderson  Jose Galvis  Gina Ricard
John Ball       Sarah Gonzalez  Athena Smith
Anthony Buonaquisti  Jeanne Hendricks  Christopher Tidwell
Vincent Centonze  L. Michael Lopez  Christopher Weeks
Stephen Gagnon  Travis Meek
Teresa Galloway  Gregory Miller

Initiator

Vice President/Campus President/Director of Human Resources

District President

Date 4/30/10

Date

Date 5/14/10

1-0-024(2/04)
BACKGROUND AND PERTINENT FACTS:

Cluster 8 (Nursing) presented course modifications; Cluster 9 (EMS) presented course modifications and a program modification; and Cluster 10 (Business) presented a new college credit certificate and program moratoria; and ROTC course deletions and modifications were presented to the Academic Affairs Committee (AAC). The Academic Affairs Committee approved the course deletions, course modifications, new program, program moratoria, and program modifications, and forwarded them to the Vice President for Academic Affairs who reviewed them with the appropriate staff for forwarding to the President.

ECONOMIC IMPACT:

None

OBJECTIVE:

To strengthen the college curriculum.

LEGAL AUTHORITY:

SBE 6A-14.0261
HCC 6HX-10-4.06

RECOMMENDATION:

The President recommends that the BOT approve the course deletions, course modifications, a new program, program moratoria and program modifications to be effective Fall Term 2010, unless otherwise noted.

Initiator

Date 5-5-10

Vice President/Campus President/Director of Human Resources

Date 5-6-10

District President

Date 5/14/10
1. **Course Deletions**

**Effective FA/10**
- MSL 1001L, Foundations of Officering Lab
- MSL 1002L, Basics of Leadership Lab
- MSL 2101L, Individual Leadership Lab
- MSL 2102L, Leadership and Teamwork Lab

2. **Course Modifications**

**Effective FA/10**
- HSC 1220, Introduction to the Health Sciences
  - Add "MAT 0012, REA 0001 and ENC 0010 or equivalent CPT scores" as prerequisites

- EMS 1119, Emergency Medical Technician
  - Add "MAT 0012, REA 0001 and ENC 0010 or equivalent CPT scores" as prerequisites

- EMS 1119L, EMT Practicum
  - Add "MAT 0012, REA 0001 and ENC 0010 or equivalent CPT scores" as prerequisites

- EMS 1431, EMT Clinical
  - Add "MAT 0012, REA 0001 and ENC 0010 or equivalent CPT scores" as prerequisites

- MSL 1001, Foundations of Officering
  - Change course prefix/number to MSL 1001C
  - Change course title to Leadership and Personal Development
  - Change course description to read:
    Introduces personal challenges and competencies critical to effective leadership; teaches personal development life skills relative to leadership, officering, and the Army profession; focuses on gaining an understanding of the ROTC program and its purpose in the Army.

- MSL 1002, Basic Leadership
  - Change course prefix/number to MSL 1002C
  - Change course title to Introduction to Tactical Leadership
  - Change course description to read:
    Presents leadership basics (e.g.: setting direction, problem-solving, listening, briefs, giving feedback and use of effective writing skills); explores dimensions of leadership values, attributes, skills, and actions in context of practical hands-on exercises.

- MSL 2101, Individual Leadership Studies
  - Change course prefix/number to MSL 2101C
  - Change course title to Innovative Team Leadership
  - Change course description to read:
    Explores creative and innovative tactical leadership strategies and styles. Develops knowledge of leadership values and attributes by understanding Army rank, structure, and duties. Broadens knowledge of land navigation and squad tactics.

- MSL 2102, Leadership and Teamwork
  - Change course prefix/number to MSL 2102C
  - Change course title to Foundations of Tactical Leadership
• Change course description to read:
  Examines challenges of leading tactical teams in complex current operating environment; highlights
dimensions of terrain analysis, patrolling and operation orders; develops greater self-awareness,
communication and team building.

MSL 2900, Army Physical Readiness
• Change course description to read:
  This course will train students in the unique role of Army physical readiness in sustaining military
operations. It will also prepare students to plan, prepare, and conduct military fitness training.
Repeatable for eight semesters, but only four credit hours will be counted toward the program.

NUR 1004C, Basic Nursing Skills Process
• Delete BSC 1086 as a corequisite
• Add BSC 1086 as a prerequisite

NUR 1142, Introduction to Math Pharmacology
• Delete BSC 1086 as a corequisite
• Add BSC 1086 as a prerequisite

3. Program Modifications

Effective FA/10
Emergency Medical Services (AAS)
• Change program status from AAS to AS/AAS

4. New Program

Effective FA/10
• Food and Beverage Operations (CCC)

5. Program Moratorium

Effective FA/10
• Credit Union Management (CCC)
• Credit Union Operations (CCC)
• Credit Union Specialist (CCC)

CCC • Food and Beverage Operations
(18 credit hours)

Program Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGS 1107</td>
<td>Introduction to Computers</td>
<td>1 cr.</td>
</tr>
<tr>
<td>FOS 1201</td>
<td>Safety and Sanitation Management</td>
<td>2 cr.</td>
</tr>
<tr>
<td>FSS 2110</td>
<td>Food Plans and Menu Preparation</td>
<td>3 cr.</td>
</tr>
<tr>
<td>FSS 2120</td>
<td>Food Purchasing and Storing</td>
<td>3 cr.</td>
</tr>
<tr>
<td>HFT 2210</td>
<td>Supervisory Development</td>
<td>3 cr.</td>
</tr>
<tr>
<td>HFT 2600</td>
<td>Hospitality Law</td>
<td>3 cr.</td>
</tr>
<tr>
<td>HFT 2840</td>
<td>Maître d’ and Dining Room Service</td>
<td>3 cr.</td>
</tr>
</tbody>
</table>
BACKGROUND AND PERTINENT FACTS:

Hillsborough Community College is proposing an articulated agreement for a Dual Enrollment Program with Foundation Christian Academy and High School, located in Valrico, Florida.

ECONOMIC IMPACT:

The economic impact is enrollment dependent. Dual enrollment students do not pay HCC tuition, so there is an opportunity cost to provide instruction to non-fee paying students.

OBJECTIVE:

To request approval to offer Foundation Christian Academy and High School's qualified high school students a Dual Enrollment Program, including early admission.

LEGAL AUTHORITY:

F.S. 1007.27, 1007.271, 1007.235, 1002.42, and 1003.43

RECOMMENDATION:

The President recommends that the Board approve an articulation agreement between Foundation Christian Academy and High School and Hillsborough Community College for the Dual Enrollment Program.

Initiator

Date 5-4-10

Vice President/Campus President/Director of Human Resources

Date 5-5-10

District President

Date 5/14/10
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

BACKGROUND AND PERTINENT FACTS:

The College, in concert with Independent Electrical Contractors, Florida West Coast Chapter, Inc. (IEC), has provided apprenticeship vocational training programs and courses to students since the academic year 2000/01. HCC would like to extend our relationship and enter into a 2010-2011 Apprenticeship Training Program Agreement with IEC for a one (1) year period beginning on August 20, 2010, for an annual cost that is not greater than $370,500.

ECONOMIC IMPACT:

$370,500. This amount is available within the operating budget

OBJECTIVE:

To enter into a one (1) year Apprenticeship Training Program Agreement with IEC

LEGAL AUTHORITY:

FS 1001.64; 1001.65; SBE 6A-14.0261

RECOMMENDATION:

The President recommends that the Board approve the 2010-2011 Apprenticeship Training Program Agreement with Independent Electrical Contractors, Florida West Coast Chapter, Inc. for one (1) year beginning on August 20, 2010.

Initiator

Date 4/27/10

Vice President/Campus President/Director of Human Resources

Date 4/29/10

District President

Date 5/14/10
BACKGROUND AND PERTINENT FACTS:

HCC has provided training to the employees of the Florida Department of Juvenile Justice (DJJ) for the past ten (10) years through an annual service contract. DJJ has offered HCC with the opportunity to extend the service contract through June 30, 2013.

ECONOMIC IMPACT:

This contract will generate revenue for FY 2010-2011 in the amount of 150,000.

OBJECTIVE:

To obtain Board approval to enter into a contract with the Florida Department of Juvenile Justice to provide instructional services.

LEGAL AUTHORITY:

FS 1001.64; 1001.65
SBE 6A-14.0261

RECOMMENDATION:

The President recommends that the Board approve the contract between the College and the Florida Department of Juvenile Justice to provide instructional services to the Department of Juvenile Justice beginning July 1, 2010.

Initiator: Mr. Jack Evans, Ybor Dean A.S. & Technical Programs
Date: 5/5/10

Vice President/Campus President/Director of Human Resources: Dr. Shawn Robinson, Ybor Campus President
Date: 5/5/10

District President:
Date: 5/4/10
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 7.03

BACKGROUND AND PERTINENT FACTS:

HCC as a recipient of federal funds through the Economic Development Administration, is required as a recipient to enter into a Covenant of Purpose, Use and Ownership, indicating that HCC will not sell, lease or mortgage the property or the use of the property for any other use than as an educational/training facility, as included in the award agreement.

ECONOMIC IMPACT:

None.

OBJECTIVE:

To approve the Covenant of Purpose, Use and Ownership with the Economic Development Administration.

LEGAL AUTHORITY:

FS 1001.64; 1001.65
SBE 6A-14.0261

RECOMMENDATION:

The President recommends that the Board approve the Covenant of Purpose, Use and Ownership with the Economic Development Administration in conjunction with the award of federal funds for the Columbus Drive Automotive Program.

Initiator

Vice President/Campus President/Director of Human Resources

District President

Date 5/14/10

1-0-024(2/04)
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 7.04

BACKGROUND AND PERTINENT FACTS:

At the April 2010 Board of Trustees meeting, the Plant City Campus Master Plan was presented to the Board. The WilsonMiller team and College staff have incorporated input received from the Board of Trustees during the presentation. The Campus Master Plan is now being submitted and recommended for approval.

ECONOMIC IMPACT:

The economic impact of the Campus Master Plan will be determined as implemented.

OBJECTIVE:

To obtain Board approval of the final Plant City Campus Master Plan.

LEGAL AUTHORITY:

FS 1013.31
SBE 6A-14.0261

RECOMMENDATION:

The President recommends that the Board approve the Plant City Campus Master Plan.

Initiator

Date 05.06.10

Vice President/Campus President/Director of Human Resources

Date 5/6/2010

District President

Date 5/14/10

1-0-024(2/04)
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number:  8.01

BACKGROUND AND PERTINENT FACTS:

BACKGROUND AND PERTINENT FACTS:
On March 20, 2010 the College advertised Request for Proposal #2526-10 for qualified firms to provide staff augmentation services primarily related to Datatel Colleague programming, systems administration, module implementation or module reimplementation for three (3) years with the option to renew for five (5) additional years, one (1) year at a time. The College received responses from four (4) firms. The four (4) firms were scored by an evaluation committee and ranked as follows:

<table>
<thead>
<tr>
<th>FIRM</th>
<th>LOCATION</th>
<th>SCORE</th>
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</thead>
<tbody>
<tr>
<td>Execu Sys Ltd.</td>
<td>New York, NY</td>
<td>77.00</td>
</tr>
<tr>
<td>Computer Consultants of America Inc.</td>
<td>Tampa, Fl</td>
<td>65.83</td>
</tr>
<tr>
<td>SAPTA Global Inc.</td>
<td>Woodbridge NJ</td>
<td>28.67</td>
</tr>
<tr>
<td>Wyvill Systems Inc.</td>
<td>Lisle, IL</td>
<td>10.00</td>
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An evaluation committee consisting of Vice President Information Technology/CIO, Employment Manager and Human Resource Analyst reviewed the responses. In addition, this evaluation committee consisted of one resource member, the Director of Human Resources.

The committee recommends award to Execu Sys Ltd. of New York, NY and Computer Consultants of America Inc. to establish a pre-qualified pool of firms.

ECONOMIC IMPACT:

Funds will be provided from the College’s General Operating Budget or from other project budgets designated by the HCC District Board of Trustees in the current year or in future years.

OBJECTIVE:

To provide staff augmentation services primarily related to Datatel Colleague programming, systems administration, module implementation or module reimplementation.

LEGAL AUTHORITY:

SBE 6A-14.074  HCC 6HX-5.300  FS 1001.02  FS 1001.64

RECOMMENDATION:

The President recommends the award of Request for Proposal to Execu Sys Ltd. of New York, NY and Computer Consultants of America Inc.

<table>
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<th>Date</th>
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<tbody>
<tr>
<td>[Signature]</td>
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<th>Date</th>
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<tbody>
<tr>
<td>[Signature]</td>
<td>5/14/10</td>
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## Written Proposal Evaluation Executive Report

**Date:** 4/21/2010  **Time:** 11:54:55 AM

**Project Name:** RFP 2526-10 Information Technology Staff Augmentation Services

<table>
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<tr>
<th>CRITERIA TYPE</th>
<th>Price</th>
<th>Plan for accomplishing RFP requirements</th>
<th>Experience</th>
<th>Ability to accomplish the RFP requirements</th>
<th>References</th>
<th>Total Score</th>
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<tbody>
<tr>
<td>WEIGHT%</td>
<td>40.00</td>
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<td>25.00</td>
<td>10.00</td>
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<tr>
<td>Execu Sys Ltd.</td>
<td>25.33</td>
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<td>22.50</td>
<td>7.67</td>
<td>9.00</td>
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<td>Computer Consultants of America Inc.</td>
<td>30.67</td>
<td>11.00</td>
<td>12.50</td>
<td>6.67</td>
<td>5.00</td>
<td>65.83</td>
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<tr>
<td>SAPTA Global Inc.</td>
<td>26.67</td>
<td>0.50</td>
<td>0.83</td>
<td>0.33</td>
<td>0.33</td>
<td>28.67</td>
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<tr>
<td>Wyvil Systems Inc.</td>
<td>8.00</td>
<td>0.50</td>
<td>0.83</td>
<td>0.33</td>
<td>0.33</td>
<td>10.00</td>
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</table>

- **Excellent:** 40.00 - 36.00  15.00 - 13.50  25.00 - 22.50  10.00 - 9.00  10.00 - 9.00  100.00 - 90.00
- **Good:** 35.60 - 28.00  13.35 - 10.50  22.25 - 17.50  8.90 - 7.00  8.90 - 7.00  89.00 - 70.00
- **Satisfactory:** 27.60 - 20.00  10.35 - 7.50  17.25 - 12.50  6.90 - 5.00  6.90 - 5.00  69.00 - 50.00
- **Marginal:** 19.60 - 8.00  7.35 - 3.00  12.25 - 5.00  4.90 - 2.00  4.90 - 2.00  49.00 - 20.00
- **Unsatisfactory:** 7.60 - 0.00  2.85 - 0.00  4.75 - 0.00  1.90 - 0.00  1.90 - 0.00  19.00 - 0.00
Written Proposal Evaluation Consensus Comments Executive Summary Report
Date: 5/12/2010  Time: 11:15:39 AM

Project Name: RFP 2526-10 Information Technology Staff Augmentation Services
Project Number: 000000061

**Execu Sys Ltd.**

**Price** - (Written Evaluation Criteria)

- Execusys is higher in their hourly rate; however, there is no 'finders fee' after 4 months of work; their markup is about in the middle of the range of markups.

**Plan for accomplishing RFP requirements** - (Written Evaluation Criteria)

- Large group of Datatel experienced contractors or potential employees available; they guarantee their customers who hire directly a 90 day placement guarantee.

**Experience** - (Written Evaluation Criteria)

- Excellent track record finding Datatel programmers for a significant number of higher education customers.

**Computer Consultants of America Inc.**

**Price** - (Written Evaluation Criteria)

- Mid-range pricing with a relatively high markup; a local firm that does provide volume discounts for a larger volume of business.

**Plan for accomplishing RFP requirements** - (Written Evaluation Criteria)

- Good plan for accomplishing the RFP requirements; local company that will assign a specific account manager to HCC; will issue credit for any person who does not work out; will find a replacement at no cost to HCC.

**Experience** - (Written Evaluation Criteria)

- They cited three Datatel placements, one of which was at HCC; two placements were over 3 years ago, but one is recent; the other related placements were with Unidata specifically and not in a higher education environment.
SAPTA Global Inc.

Plan for accomplishing RFP requirements - (Written Evaluation Criteria)

- They have no experience providing experienced staff for Datatel support.

Wyvyl Systems Inc.

Plan for accomplishing RFP requirements - (Written Evaluation Criteria)

- They have no experience providing experienced staff for Datatel support.
BACKGROUND AND PERTINENT FACTS:

In September of 2008, the District Board of Trustees entered into a contract with Crossroads Construction Company to provide construction management services under a continuing contract for miscellaneous projects for which total construction costs do not exceed $1,000,000.

Amendment No. 7 to the contract is the establishment of a Guaranteed Maximum Price (GMP) in the amount of $469,508.00 for the remodeling of the Environmental Science Technology laboratory in the Educational Partnership Center (PEPC) located at the Plant City Campus.

ECONOMIC IMPACT:

Funding for the project is provided from Capital Improvement Fees (CIF).

OBJECTIVE:

To receive Board approval of Amendment No. 7 to the contract with Crossroads Construction Company establishing the Guaranteed Maximum Price in the amount of $469,508.00 for remodeling of the Environmental Science Technology laboratory in the Educational Partnership Center (PEPC) located at the Plant City Campus.

LEGAL AUTHORITY:

COE 6-2.004, FS 287.055, HCC 6HX-10.4.101

RECOMMENDATION:

The President recommends approval of Amendment No. 7 to the contract with Crossroads Construction Company establishing the Guaranteed Maximum Price in the amount of $469,508.00 for the remodeling of the Environmental Science Technology laboratory in the Educational Partnership Center (PEPC) located at the Plant City Campus.

<table>
<thead>
<tr>
<th>Initiator</th>
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</thead>
<tbody>
<tr>
<td>David Cabeceras</td>
</tr>
<tr>
<td>Date</td>
</tr>
<tr>
<td>05.06.10</td>
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<table>
<thead>
<tr>
<th>Vice President/Campus President/Director of Human Resources</th>
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<tbody>
<tr>
<td>Barbara D. Storm</td>
</tr>
<tr>
<td>Date</td>
</tr>
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<td>5/6/2010</td>
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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Twendelyn V. Stephenson</td>
</tr>
<tr>
<td>Date</td>
</tr>
<tr>
<td>5/7/14/10</td>
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</table>
Crossroads Construction Co.

HILLSBOROUGH COMMUNITY COLLEGE
PLANT CITY CAMPUS – REMODEL ENVIRONMENTAL SCIENCE TECHNOLOGY LABORATORY, EDUCATIONAL PARTNERSHIP CENTER

The following represents anticipated W/MBE Subcontractors for the project:

<table>
<thead>
<tr>
<th>SCOPE OF WORK</th>
<th>SUBCONTRACTOR</th>
<th>W/MBE</th>
<th>AMOUNT</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mechanical (Plumbing)</td>
<td>J.R. Long, Inc.</td>
<td>Woman</td>
<td>68,035.00</td>
<td>14.49</td>
</tr>
</tbody>
</table>

$68,035.00  14.49%

Guaranteed Maximum Price = $469,508.00
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.03

BACKGROUND AND PERTINENT FACTS:

In November of 2009, the District Board of Trustees entered into a contract with Cutler Associates, Inc. to provide construction management services for the remodeling of existing space located in the Workforce Building at the Ybor City Campus Training Center, 5610 East Columbus Drive (formerly known as Workforce and Public Service Training Center). The space is to be converted into a Laboratory Suite to house the College’s Automobile Mechanics Technology Program that is administered by the Ybor City Campus.

Amendment No. 1 to the contract is the establishment of a Guaranteed Maximum Price (GMP) in the amount of $2,673,322.00.

ECONOMIC IMPACT:

Funds are provided from an Economic Development Administration (EDA) Grant and the College’s Capital Outlay Debt Services (CO&DS) funds provided to the College for use in completing projects that are on the College’s State Board of Education approved Project Priority List (PPL).

OBJECTIVE:

To receive Board approval of Amendment No. 1 to the contract with Cutler Associates, Inc. establishing the Guaranteed Maximum Price in the amount of $2,673,322.00 for the remodeling of existing space located at the Ybor City Campus Training Center, 5610 East Columbus Drive to be converted into a Laboratory Suite to house the College’s Automobile Mechanics Technology Program.

LEGAL AUTHORITY:

SBE 6A-14.074   HCC 6HX-10-5.300   FS 1001.02   FS 1001.64   FS 1013.45

RECOMMENDATION:

The President recommends that the Board approve Amendment No. 1 to the contract with Cutler Associates, Inc. establishing the Guaranteed Maximum Price in the amount of $2,673,322.00 for the remodeling of existing space located at the Ybor City Campus Training Center, 5610 East Columbus Drive to be converted into a Laboratory Suite to house the College’s Automobile Mechanics Technology Program.

Initiator
David Cabeceiras

Date
05-11-10

Vice President/Campus President/Director of Human Resources

Date
5-12-2010

District President

Date
5/14/10
Cutler Associates

HILLSBOROUGH COMMUNITY COLLEGE
YBOR CITY CAMPUS TRAINING CENTER – AUTO MECHANICS LABORATORY SUITE

The following represents anticipated W/MBE Subcontractors for the project:

<table>
<thead>
<tr>
<th>SCOPE OF WORK</th>
<th>SUBCONTRACTOR</th>
<th>W/MBE</th>
<th>AMOUNT</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concrete</td>
<td>Ervin Bishop Construction, Inc</td>
<td>Native</td>
<td>123,400</td>
<td>4.62</td>
</tr>
<tr>
<td>Framing, Drywall &amp; Stucco</td>
<td>Cornerstone Lathing, Inc</td>
<td>Woman</td>
<td>50,990</td>
<td>1.91</td>
</tr>
<tr>
<td>Ceramic Tile</td>
<td>General Flooring Corp</td>
<td>Woman</td>
<td>3,380</td>
<td>0.13</td>
</tr>
</tbody>
</table>

$177,770

Based on Guaranteed Maximum Price = $2,673,322

6.65%

Based on Cost of the Work (Divisions 02 -16) = $1,729,598

10.28%
BACKGROUND AND PERTINENT FACTS:

In January of 2010, the District Board of Trustees entered into a contract with Southern Roofing Company for the furnishing of all labor and materials and the performance of all work necessary to the Construction and Installation of Dale Mabry Gym Roof Replacement, in the amount of $184,945.00. The project was completed April 1, 2010 as per the contract for a total amount of $184,945.00. Elements Architects has reviewed and approved the application for final payment in the amount of $18,494.50 to Southern Roofing Company. All close-out documents including warranties have been provided to the College.

ECONOMIC IMPACT:

Funds were provided from the College’s General Renovation fund provided by the Public Educational Capital Outlay (PECO) appropriation.

OBJECTIVE:

To obtain Board approval for final payment of $18,494.50 to Southern Roofing Company for completion of the Construction and Installation of the Dale Mabry Gym Roof Replacement.

LEGAL AUTHORITY:

SBE 6A-14.074   HCC 6HX-10-5.300   FS 1001.02   FS 1001.64   FS 1013.45

RECOMMENDATION:

The President recommends that the Board approve the application for final payment in the amount of $18,494.50 to Southern Roofing Company as reviewed and recommended by Elements.

Initiator
David Cabceiras

Date
05.06.10

Vice President/Campus President/Director of Human Resources
Barbara G. Lavan

Date
5/10/2010

District President
Glendolyn F. Stephenson

Date
5/14/10
BACKGROUND AND PERTINENT FACTS:

In September of 2008, the District Board of Trustees entered into a contract with Crossroads Construction Company to provide construction management services under a continuing contract for miscellaneous projects for which total construction costs do not exceed $1,000,000. Amendment No. 4 to the contract established a Guaranteed Maximum Price (GMP) for the replacement of two (2) cooling towers at the Brandon Campus in the amount of $437,213.00. The project was completed on March 17, 2010 as per the contract for a total amount of $227,481.03. The final contract amount reflects a deduction of $158,735.69 for Direct Purchases. VoltAir Consulting Engineers has reviewed and approved the application for final payment in the amount of $17,895.66 to Crossroads Construction. The unused portion of the GMP in the amount of $51,196.28, which includes $9,762.14 for Tax Savings, is credited back to the College. All close-out documents including warranties have been provided to the College. All sub-contractor invoices have been paid.

ECONOMIC IMPACT:

Funding for the project was provided from the College’s General Renovation fund provided by the Public Education Capital Outlay (PECO) appropriation.

OBJECTIVE:

To obtain Board approval for final payment of $17,895.66 to Crossroads Construction Company for completion of the replacement of two (2) cooling towers at the Brandon Campus.

LEGAL AUTHORITY:

FS 1013.50; SBE 6A-14.0261

RECOMMENDATION:

The President recommends that the Board approve the application for final payment in the amount of $17,895.66 to Crossroads Construction Company as reviewed and recommended by VoltAir Consulting Engineering.

Initiator
David Cabeceiras
Date 05.10.10

Vice President/Campus President/Director of Human Resources
Barbara L. Davis
Date 5/10/2010

District President
Gwendolyn H. Stephen
Date 5/14/10
Crossroads Construction Co.

HILLSBOROUGH COMMUNITY COLLEGE
BRANDON CAMPUS – COOLING TOWER REPLACEMENT

The following represents anticipated W/MBE Subcontractors for the project:

<table>
<thead>
<tr>
<th>SCOPE OF WORK</th>
<th>SUBCONTRACTOR</th>
<th>W/MBE</th>
<th>ORIGINAL AMOUNT</th>
<th>%</th>
<th>FINAL AMOUNT</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>Henriquez Electric Corp</td>
<td>Hispanic</td>
<td>$24,830.00</td>
<td>5.68%</td>
<td>$15,904.87</td>
<td>6.99%</td>
</tr>
</tbody>
</table>

TOTAL

|                |              |          | $24,830.00      | 5.68% | $           | 6.99% |

Guaranteed Maximum Price = $437,213.00
Final Guaranteed Maximum Price = $227,481.03
RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.06

BACKGROUND AND PERTINENT FACTS:

On February 26, 2010, the College advertised Request for Proposals #2531-10 for qualified firms to provide custodial services college-wide for a period of five (5) years with the option to renew for an additional three (3) years, one (1) year at a time. The College received responses from eleven (11) firms. Three (3) firms were short-listed and were ranked as follows:

<table>
<thead>
<tr>
<th>FIRM</th>
<th>LOCATION</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sodexo America, LLC</td>
<td>Gaithersburg, MD</td>
<td>81.14</td>
</tr>
<tr>
<td>GCA Education Services, Inc.</td>
<td>Knoxville, TN</td>
<td>78.86</td>
</tr>
<tr>
<td>WFF Facility Services</td>
<td>Saint Louis, MO</td>
<td>71.29</td>
</tr>
</tbody>
</table>

An evaluation committee consisting of the Dale Mabry Campus Operations Manager, District Offices Facilities Manager, Brandon Campus Facilities Manager, Plant City Campus Facilities Manager, Ybor City Campus Facilities Manager, SouthShore Center Maintenance Supervisor, Ybor City Campus Child Development Coordinator, and one (1) non-voting resource member, the Vice President for Administration/Chief Financial Officer, reviewed the responses.

The committee recommends award to Sodexo America, LLC of Gaithersburg, MD.

ECONOMIC IMPACT:

Funds will be provided from the College’s General Operating Budget. The projected first year costs, 2010-11, are $1,891,932. Beginning in Year 2, the annual cost will increase each year based on the Employee Cost Index (ECI); however, it will not exceed 2.5% per year. As additional space is added, the cost will increase based on the price per square foot for the type of space being added.

OBJECTIVE:

To provide custodial services college-wide for a period of five (5) years with the option to renew for an additional three (3) years, one (1) year at a time.

LEGAL AUTHORITY:

SBE 6A-14.074          HCC 6HX-5.300          FS 1001.02          FS 1001.64

RECOMMENDATION:

The President recommends approval of Request for Proposals #2531-10 to Sodexo America, LLC of Gaithersburg, MD to provide custodial services college-wide for a period of five (5) years with the option to renew for an additional three (3) years, one (1) year at a time, for an estimated total cost of $1,891,932 for the first year. Beginning in Year 2, the annual cost will increase each year based on the Employee Cost Index (ECI); however, it will not exceed 2.5% per year. As additional space is added, the cost will increase based on the price per square foot for the type of space being added.

Initiator: [Signature]
Date: 5/13/2010

Vice President/Campus President/Director of Human Resources: [Signature]
Date: 5/13/2010

District President: [Signature]
Date: 5/14/10
<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>Experience</th>
<th>Ability to accomplish the RFP requirements</th>
<th>Price</th>
<th>Plan for accomplishing RFP requirements</th>
<th>References</th>
<th>Total Score</th>
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<tbody>
<tr>
<td>WEIGHT%</td>
<td>20.00</td>
<td>30.00</td>
<td>20.00</td>
<td>20.00</td>
<td>10.00</td>
<td>100.00</td>
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<tr>
<td>Sodexo America LLC</td>
<td>18.00</td>
<td>24.43</td>
<td>12.86</td>
<td>16.57</td>
<td>9.29</td>
<td>81.14</td>
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<tr>
<td>GCA Education Services Inc.</td>
<td>16.29</td>
<td>23.57</td>
<td>13.71</td>
<td>16.00</td>
<td>9.29</td>
<td>78.86</td>
</tr>
<tr>
<td>WFF Facility Services</td>
<td>15.14</td>
<td>21.00</td>
<td>11.71</td>
<td>14.00</td>
<td>9.43</td>
<td>71.29</td>
</tr>
<tr>
<td>Excellent</td>
<td>20.00 - 18.00</td>
<td>30.00 - 27.00</td>
<td>20.00 - 18.00</td>
<td>20.00 - 18.00</td>
<td>10.00 - 9.00</td>
<td>100.00 - 90.00</td>
</tr>
<tr>
<td>Good</td>
<td>17.80 - 14.00</td>
<td>26.70 - 21.00</td>
<td>17.80 - 14.00</td>
<td>17.80 - 14.00</td>
<td>8.90 - 7.00</td>
<td>89.00 - 70.00</td>
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<tr>
<td>Satisfactory -</td>
<td>13.80 - 10.00</td>
<td>20.70 - 15.00</td>
<td>13.80 - 10.00</td>
<td>13.80 - 10.00</td>
<td>6.90 - 5.00</td>
<td>69.00 - 50.00</td>
</tr>
<tr>
<td>Marginal</td>
<td>9.80 - 4.00</td>
<td>14.70 - 6.00</td>
<td>9.80 - 4.00</td>
<td>9.80 - 4.00</td>
<td>4.90 - 2.00</td>
<td>49.00 - 20.00</td>
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<tr>
<td>Unsatisfactory</td>
<td>3.80 - 0.00</td>
<td>5.70 - 0.00</td>
<td>3.80 - 0.00</td>
<td>3.80 - 0.00</td>
<td>1.90 - 0.00</td>
<td>19.00 - 0.00</td>
</tr>
</tbody>
</table>
Project Name: RFP 2531-10 Janitorial Services
Project Number: 000000060

Sodexo America LLC

Ability to accomplish the RFP requirements - (Oral Presentation Evaluation Criteria)

- Good; has serviced educational clients for 40 years; stated that HCC retention rates have been over 90% for the past ten (10) years; has developed a support structure to address employee training and recycling

Plan for accomplishing RFP requirements - (Oral Presentation Evaluation Criteria)

- Good; provided a comprehensive plan to meet APPA Level 2; stated that APPA Level 1 needs would be met; introduced a micro-fiber mop and cloth system to address cross-contamination; committee believes that Sodexo can respond to emergencies in a timely manner

References - (Oral Presentation Evaluation Criteria)

- Excellent; all references responded positively

GCA Education Services Inc.

Ability to accomplish the RFP requirements - (Oral Presentation Evaluation Criteria)

- Good; regional manager has 30 years experience; project manager has 10 years; account manager has 5 years; lack of local office may result in equipment storage issues and may not be able to effectively handle emergency situations

Plan for accomplishing RFP requirements - (Oral Presentation Evaluation Criteria)

- Good; provided a comprehensive plan to meet APPA Level 2 requirements along with a good transition plan; plans to use green products whenever possible; proposed a plan for a pool to draw from in regards to absenteeism

References - (Oral Presentation Evaluation Criteria)

- Excellent; all references responded positively
WFF Facility Services

Ability to accomplish the RFP requirements - (Oral Presentation Evaluation Criteria)

• Good; incorporated in 1974; has a focus on higher education

Plan for accomplishing RFP requirements - (Oral Presentation Evaluation Criteria)

• Good; supplied a plan which included a daily and weekly training program; utilizes a quality assurance software program called "Breeze"; agreeable to hiring present contractor employees but at a lower rate of pay

References - (Oral Presentation Evaluation Criteria)

• Excellent; all references responded positively
### Written Proposal Evaluation Executive Report

**Date:** 5/13/2010  **Time:** 2:21:27 PM

**Project Name:** RFP 2531-10 Janitorial Services

<table>
<thead>
<tr>
<th>CRITERIA TYPE</th>
<th>Experience</th>
<th>Ability to accomplish the RFP requirements</th>
<th>Price</th>
<th>Plan for accomplishing RFP requirements</th>
<th>References</th>
<th>Total Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weight%</td>
<td>20.00</td>
<td>30.00</td>
<td>20.00</td>
<td>20.00</td>
<td>10.00</td>
<td>100.00</td>
</tr>
<tr>
<td>Sodexo America LLC</td>
<td>18.00</td>
<td>21.86</td>
<td>12.00</td>
<td>15.71</td>
<td>7.86</td>
<td>75.43</td>
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<td>WFF Facility Services</td>
<td>15.43</td>
<td>21.43</td>
<td>12.00</td>
<td>14.00</td>
<td>8.86</td>
<td>71.71</td>
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<tr>
<td>GCA Education Services Inc.</td>
<td>12.57</td>
<td>22.29</td>
<td>13.14</td>
<td>16.57</td>
<td>6.57</td>
<td>71.14</td>
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<tr>
<td>UGL Unicco</td>
<td>10.57</td>
<td>17.14</td>
<td>11.14</td>
<td>16.86</td>
<td>7.29</td>
<td>63.00</td>
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<td>SSC Service Solutions</td>
<td>13.43</td>
<td>18.00</td>
<td>11.43</td>
<td>12.86</td>
<td>5.14</td>
<td>60.86</td>
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<td>11.71</td>
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<td>54.57</td>
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<td>American Maintenance</td>
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<td>13.29</td>
<td>13.14</td>
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<td>3.29</td>
<td>52.29</td>
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<td>The Budd Group</td>
<td>8.29</td>
<td>15.00</td>
<td>9.71</td>
<td>12.29</td>
<td>3.71</td>
<td>49.00</td>
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<tr>
<td>USSI</td>
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<td>10.86</td>
<td>8.29</td>
<td>4.43</td>
<td>45.86</td>
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<td>EMS Florida Inc.</td>
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<td>10.29</td>
<td>8.86</td>
<td>3.00</td>
<td>40.43</td>
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<tr>
<td>Varsity Contractors Inc.</td>
<td>6.57</td>
<td>4.50</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>11.07</td>
</tr>
</tbody>
</table>

**Score Ranges:**

- **Excellent:** 20.00 - 18.00
- **Good:** 17.80 - 14.00
- **Satisfactory:** 13.80 - 10.00
- **Marginal:** 9.80 - 4.00
- **Unsatisfactory:** 3.80 - 0.00

- **Total Score:** 100.00 - 90.00
  - 89.00 - 70.00
  - 69.00 - 50.00
  - 49.00 - 20.00
  - 19.00 - 0.00
Sodexo America LLC

Experience - (Written Evaluation Criteria)
- Excellent; extremely comprehensive list of similar experience which included many colleges comparable to HCC; on-site manager to be assigned to College’s account was identified by name and is the current on-site manager; on-site manager is very experienced

Ability to accomplish the RFP requirements - (Written Evaluation Criteria)
- Good; has serviced educational clients for 40 years; states retention and attrition rates for HCC; references eight (8) accounts similar to HCC

Price - (Written Evaluation Criteria)
- Year 1: $1,891,932; Year 5 maximum of $2,088,339 based on current square footage; annual increases will be negotiated based on Employee Cost Index (ECI) not to exceed 2.5% annually

Plan for accomplishing RFP requirements - (Written Evaluation Criteria)
- Good; provided a comprehensive plan to meet APPA Level 2

References - (Written Evaluation Criteria)
- Good; supplied a comprehensive list of references which included many comparable colleges

WFF Facility Services

Experience - (Written Evaluation Criteria)
- Good; focus is in servicing higher education institutions; many colleges listed; however, all are smaller in size than HCC; on-site manager to be assigned was not identified among the key personnel to be assigned; therefore, the overall experience of the key personnel to be assigned is unknown

Ability to accomplish the RFP requirements - (Written Evaluation Criteria)
- Good; established in 1974; does not have a local office or a retention/attrition rate for local office; office located in Daytona Beach

Price - (Written Evaluation Criteria)
- Year 1: $1,843,311; Year 5: $2,074,663; did not specify a price escalation clause

Plan for accomplishing RFP requirements - (Written Evaluation Criteria)
- Good; provided a plan to meet APPA Level 2; proposed an emergency response plan, but did not provide an emergency cleaning plan as requested

References - (Written Evaluation Criteria)
- Good; references are in higher education
GCA Education Services Inc.

Experience - (Written Evaluation Criteria)

- Satisfactory: listed experience for several accounts similar in size and scope including higher education accounts; on-site manager to be assigned was not identified among the key personnel to be assigned; therefore, the overall experience of the key personnel to be assigned is unknown

Ability to accomplish the RFP requirements - (Written Evaluation Criteria)

- Good; has twenty (20) years of service in higher education; serves seven (7) Florida colleges; only supplied national retention and attrition rates, but did not provide any information for the local office

Price - (Written Evaluation Criteria)

- Year 1: $1,695,260; Year 5: $1,799,023; did not specify any price escalation clause

Plan for accomplishing RFP requirements - (Written Evaluation Criteria)

- Good: provided a comprehensive plan to meet APPA Level 2 along with a transition plan and emergency response plan

References - (Written Evaluation Criteria)

- Satisfactory; references are similar in size and scope and include higher education

UGL Unicco

SSC Service Solutions

Grosvenor Building Services Inc.

American Maintenance

The Budd Group

USSI

EMS Florida Inc.

Varsity Contractors Inc.