

Navajo County Community College District Governing Board Meeting Minutes

July 28, 2017 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Mr. Frank Lucero; Mr. James Matteson; Mr. Peaches.

Governing Board Member Present by Phone: Mr. Derrick Leslie.

Governing Board Member Absent: Mr. George Joe.

Staff Present: President Jeanne Swarhout; Chief Operations Officer (COO) Jason Foutz; Chief Information Officer (CIO) PJ Way; Recording Secretary to the Board Paul Hempsey.

Others Present: Everett Robinson; Ed Gentry; Michael Chance; Bill Fee; Laura Parsons

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Lucero called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

*Mr. Matteson moved to adopt the agenda as presented. Mr. Peaches seconded the motion. **The vote was unanimous in the affirmative.***

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: New Business

4.A. Request to Approve Labor for 11 Network Tower Installs

CIO Way addressed the Board and thanked them for making themselves available for the meeting. CIO Way reviewed the request to Approve Labor for 11 Network Tower Installs.

Chair Lucero asked for some background on why the emergency meeting was required. CIO Way responded that one of the quotes on the agenda expires today and by not getting it approved it could increase the cost to the college between \$40,000 and \$60,000.

Mr. Matteson confirmed that the equipment was purchased from JTS and asked if it had been received. CIO Way confirmed that the equipment had been received but due to the size and volume was not stored on NPC property.

Mr. Matteson asked if any other bids were sought for the installation of the towers. CIO Way explained that only two companies within the USA were capable of completing the install of the equipment that the college required and pricing had ruled the second one out of the running. Mr.



Matteson stated he had researched companies that could install network towers and found two in Phoenix. CIO Way responded that they could not provide the services for the hardware the college would require. Mr. Matteson asked if they had bid out the work. CIO Way commented that they had not bid out this work as this was phase two of the operation and from researching in phase one knew that JTS would be the only option for the college.

Mr. Matteson noted that a sole source option could look bad in the eyes of the public and should not be done without unequivocal evidence to back it up. Mr. Matteson asked why the college had not bid out both equipment and installation. CIO Way stated that this is the procedure the college had followed and the initial phase of this project was approved by the Board in around March 2017. In order to meet the budgeting requirement of the project it was split between budget years and this was the second part of the project. President Swarhout commented, after a search of the records, that the initial item came to the Board in February of 2017 and was approved.

Chair Lucero noted that the previous request was for the hardware associated with the project and this request was now for the labor required. CIO Way agreed.

Mr. Matteson commented that knowing the background story, which hadn't been clear in the summary provided, clarified for him the nature of the request and satisfied the concerns he had about appearance of a sole source request.

Mr. Leslie confirmed that the purchase was already budgeted. CIO Way confirmed that it was.

*Mr. Matteson made a motion to approve Labor for 11 Network Tower Installs from JTS for the amount of \$335,848.79, noting that it was a continuation of a previously approved contract. Mr. Peaches seconded. **The vote was unanimous in the affirmative.***

4.B. Request to Approve Labor for 3 Network Tower Installs

CIO Way addressed the Board and reviewed the request to Approve Labor for 3 Network Tower Installs.

Chair Lucero asked if this was also part of the February contract. CIO Way confirmed that it was. Chair Lucero asked why it was not included along with the other 11 installs. CIO Way responded that the request included different equipment and would also be installations on the White Mountain Apache Tribe land which required JTS to provide recompense for operating there. Mr. Matteson asked if the fee to the tribe was included in the requisition amount. CIO Way confirmed that it was.

*Mr. Matteson made a motion to approve Labor for 3 Network Tower Installs from JTS for the amount of \$59,114.62. Mr. Peaches seconded. **The vote was unanimous in the affirmative.***

4.C. Request to Approve IT Security Software

CIO Way reviewed the request to Approve IT Security Software with the Board noting that staff recommends approval.



Mr. Matteson asked if this purchase was through the state. CIO Way noted the purchase was through a National IPA ensuring the best price for the college.

Mr. Matteson made a motion to approve the Purchase of IT Security Software in the amount of \$295,685.00 as presented. Mr. Peaches seconded. The vote was unanimous in the affirmative.

Agenda Item 5: Announcement of Next Regular Meeting: Regular District Governing Board meeting on Tuesday, August 15, 2017.

Agenda Item 6: Adjournment

The meeting was adjourned at 10:27 a.m. upon a motion by Mr. Matteson, a second by Mr. Peaches, and a unanimous affirmative vote.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

