

Notice of Public Meeting

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Navajo County Community College District Governing Board (Board) and to the general public that the Board will meet for a Special District Governing Board Meeting, open to the public, on **April 19, 2023 beginning at 5:30 p.m.** The meeting will be held remotely using [WebEx](#). A passcode is required under certain circumstances and it is Apr23DGBSpecial.

The public is invited to check on addenda that may be posted up to 24 hours prior to the meetings. Copies of the meeting agenda may be obtained through the Office of the President, Northland Pioneer College, Painted Desert Campus, 2251 E. Navajo Blvd., Holbrook, AZ, telephone (928) 524-7418 or (800) 266-7845 Ext. 7418, at least 24 hours in advance of the meeting. If any disabled person needs any type of accommodation, please notify Paul Hempsey at the above address or telephone number at least 24 hours prior to the scheduled start time.

The Board may vote to hold an executive session for discussion or consideration of a personnel matter(s) pursuant to A.R.S. §38-431.03(A)(1). The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). The Board may vote to hold an executive session for the purpose of considering its position and instructing its attorney regarding the public body's position regarding contracts that are the subject of negotiations pursuant to A.R.S. §38-431.03 (A)(4). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.

I, Paul Hempsey, certify that this notice of public meeting, prepared pursuant to A.R.S. § 38-431.02, was posted on or before the 18th day of April, 2023, at 5:30 p.m.

Paul Hempsey
Recording Secretary to the Board

NOTICE DISTRIBUTION

1. WHITE MOUNTAIN INDEPENDENT NEWSPAPER
2. TRIBUNE-NEWS & SNOWFLAKE HERALD NEWSPAPERS
3. NAVAJO TIMES
4. KINO RADIO
5. KNNB RADIO
6. COUNTRY MOUNTAIN AIRWAVES [KQAZ/KTHQ/KNKI RADIO]
7. KWKM RADIO
8. WHITE MOUNTAIN RADIO
9. NPC WEB SITE
10. NPC ADMINISTRATORS AND STAFF
11. NPC FACULTY ASSOCIATION PRESIDENT
12. NPC CLASSIFIED AND ADMINISTRATIVE SUPPORT ORGANIZATION PRESIDENT
13. NPC STUDENT GOVERNMENT ASSOCIATION PRESIDENT

M I S S I O N

**NORTHLAND PIONEER COLLEGE
PROVIDES EDUCATIONAL
EXCELLENCE THAT IS AFFORDABLE
AND ACCESSIBLE FOR THE
ENRICHMENT OF COMMUNITIES
ACROSS NORTHEASTERN ARIZONA.**

V I S I O N

NPC continually responds to the needs of our communities by cultivating generations of learners. By 2030, NPC will transform lives by advancing student success and socio-economic well-being through a spirit of innovation, partnership, and creative problem-solving.

V A L U E S

INTEGRITY
INCLUSION
ADAPTABILITY
CIVILITY
ACCESS

Governing Board Meeting Agenda

[WebEx](#)

(Passcode Apr23DGBSpecial).

Date: April 19, 2023

Time: 5:30 p.m. (MST)

Item	Description	Resource
1.	Call to Order and Pledge of Allegiance	Chair Laughter
2.	Adoption of the Agenda (Action)	Chair Laughter
3.	Remodel at Snowflake Student Center (Action)	VPAS Ellison
4.	Announcement of Next Regular Meeting May 16, 2023	Chair Laughter
5.	Adjournment (Action)	Chair Laughter

The District Governing Board may consider any item on this agenda in any order and at any time during the meeting. The District Governing Board may take action regarding any items in sections 5 and 6. The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

Remodel at Snowflake Student Center

Recommendation:

Staff recommends awarding a contract to Restore Pro to remodel the Snowflake Student Center not to exceed \$155,000.

Procurement Process and Budget Information:

An evaluation by the Procurement Manager has found that the regular competitive purchasing activity would significantly disrupt timelines and the work currently in progress. Restore Pro is already contracted by our insurance company and already performing work on the Student Center. Cost for the remodel would be covered from contingency funding.

Summary:

The remodel would accommodate a more functional floor-plan, the project would address the One-Stop-Shop layout and provide additional office spaces. It would also capture lost floorspace and make it usable for offices and a student commons area. This project would have to start immediately to have the building available for fall classes.

With the student center in a state of refurbishment from the flood, now would be a perfect time to make changes to the layout of the building and save money by costs already being paid by insurance. This upgrade would create a fluid, user friendly space where students could access most of their needs.

- One-Stop-Shop area would be all-inclusive with Advising, Financial Aid, Campus Office and a Testing room near the front door of the building.
- Five (5) additional offices would be created by adding and removing walls and doors.
- A new conference room would be created out of the front vestibule area that serves little purpose.
- Lounge area would offer a refrigerator, microwave, bottle filler and seating for students in the front area of the Student Center.
- Due to a 6-8week wait time for the AZ State fire marshal to review the plans we would need to start now to finish in time for Fall classes.



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Navajo County Community College District Governing Board



14 April 2023

MEMO TO FILE


SUBJECT: Restore Pro Inc. - Competition impracticable

Restore Pro Inc. has been contracted by *The Trust* to perform repairs associated with an insurance claim resulting from water damages. During the course of repairs, an opportunity to perform minor changes to align the facility with NPC's "One Stop Shop" concept was identified and *Restore Pro Inc.* was requested to quote the desired changes.

The quoted cost proposal for the additional work provides a stated not to exceed (NTE) total of \$155,000.00, per procedure 2335, sealed proposals are required for purchases exceeding \$49,999.99. *Restore Pro Inc.* is currently performing closely related work associated with an active insurance claim and other renovations associated with the "One-Stop Shop" campus design philosophy, a competitive purchasing activity would significantly disrupt timelines and the work currently in progress. Due to the potential disruption and negative impact to student experience, competitive procurement is deemed impractical. In order to mitigate potential service disruption and fulfill obligations to our students, *Restore Pro Inc.* is determined to be the firm most capable of meeting the needs of the College.

Attachments:

- **Attachment 1 - *Restore Pro Inc.* Proposal 447**


Maderia Ellison (Apr 17, 2023 08:16 PDT)

Maderia Ellison
Vice President for Administrative Services
Northland Pioneer College
White Mountain Campus (Show Low)
928-532-6743



CONSTRUCTION • RESTORATION

30 W 2nd St South | Snowflake, AZ 85937
928-536-3761

NAME / ADDRESS
Northland Pioneer College Justin White P.O. Box 610 Holbrook, AZ 86025-0610

Proposal

DATE	4/13/2023
PROPOSAL #	447

SHIP TO
Snowflake Learning Center

ITEM	DESCRIPTION	AMOUNT	TOTAL
RMD	Changes in multiple areas to the Snowflake Learning Center Campus. The changes reflect the sketch provided by Justin White and a walkthrough of the building on 4/10/2023. Some of the items are already accounted for with the current scope of work that is taking place due to water damage. The additional changes include: relocation of fire panel, demolition, framing, insulation, drywall, paint, grid ceiling, electrical, HVAC, plumbing, cabinets and millwork, flooring, doors and hardware, store front glass, and concrete. *Not to exceed \$155,000.00	155,000.00	155,000.00
		SALES TAX (5...	\$0.00
		TOTAL	\$155000.00

Changes to scope of work must be in writing and may require adjustments in pricing and time for completion.

ACCEPTED BY: _____

Pricing in this proposal is considered valid for 30 days from date of creation.






Competition Impracticable - Restore Pro Inc. 2

Final Audit Report

2023-04-17

Created:	2023-04-14
By:	Robert Johnson (robert.johnson@npc.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAX3GZ895ju8iFDyKBESrU4iHiTITi7J_Q

"Competition Impracticable - Restore Pro Inc. 2" History

-  Document created by Robert Johnson (robert.johnson@npc.edu)
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Main Level