

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 Regular District Governing Board Meeting, open to the public, on **September 19, 2023 beginning at 10:00 a.m.** The meeting will be held at the Northland Pioneer College Little Colorado Campus, 1400 E. Third St. Winslow, Arizona in Learning Center Room 109. The meeting can also be joined remotely using [WebEx](#). A passcode is required under certain circumstances and it is Sep23DGB.

One or more Board members and/or staff members may participate in the meeting remotely if necessary.

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 September, 2023, at 10:00 a.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

Little Colorado Campus, Learning Center 109
1400 E. Third St., Winslow, Arizona

Or you can join on [WebEx](#) (Passcode Sep23DGB).

Date: September 19, 2023

Time: 10:00 a.m.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order and Pledge of Allegiance	Chair Laughter
2.	Adoption of the Agenda (Action)	Chair Laughter
3.	Call for Public Comment Individuals may address the Board on any relevant issue for up to 5 minutes. At the close of the call to the public, Board members may not respond to any comments but may respond to criticism, ask staff to review a matter or ask that a matter be placed on a future agenda.	Chair Laughter
4.	Discussion Items:	
	A. Standing Presentations:	
	1. Financial Position VPAS Ellison will provide a report on the financial position of the college for period July 1, 2023 to July 31, 2023.	VPAS Ellison
	2. NPC Student Government Association (SGA) No Report.	No Report
	3. NPC Faculty Association No report.	No Report
	4. Classified & Administrative Staff Organization (CASO) No Report	No Report
	5. Northland Pioneer College (NPC) Friends and Family Betsy Wilson, Director of Friends and Family, will report on Scholarships, application deadlines, and upcoming events.	Director Wilson
	6. Human Resources Staff has provided a written report, included in the packet, and will be available to answer questions.	Written Report
	7. Construction Update Director Huish will provide an update on construction projects.	Director Huish
	8. Arizona Association of Community College Trustees (AACCT) .. Chair Laughter may provide an update on activities from AACCT.	Chair Laughter
	9. President's Report President Hazelbaker will provide a report on activities from the President's office since the August meeting.	President Hazelbaker
	B. Review Budget Calendar and Budget Assumptions VPAS Ellison will provide a first read of the budget calendar and budget assumptions to be used for the Fiscal Year 2025 budget creation.	VPAS Ellison
	C. Gila Provisional Community College Update President Hazelbaker has provided a written update in the packet and will be available to answer questions during the meeting.	President Hazelbaker
	D. Board Self-Evaluation Process President Hazelbaker will alert the Board to the start of the self-evaluation process and answer any questions at the meeting.	President Hazelbaker
5.	Consent Agenda for Action	Chair Laughter
	A. August 15, 2023 Regular Board Meeting Minutes	
6.	For Discussion and Possible Action:	
	A. Old Business None.	

B. New Business:

- 1. [Request to approve FY24 Revised Budget](#)..... VPAS Ellison
VPAS Ellison will review changes made to the Fiscal Year 2024 budget and request Board approval for the revisions.
- 2. [Request to Approve Annual SMARTnet Renewal](#)..... CIO Jacob
CIO Jacob will review the request to renew a contract with SMARTnet for technology support services.
- 3. [Request to Increase Funding on Cellular One Agreement](#)..... CIO Jacob
CIO Jacob will review the request to increase funds for an agreement with Cellular One for leased line connectivity.

7. **DGB Agenda Items and Informational Needs for Future Meetings** Chair Laughter

8. **Board Report/Summary of Current and Upcoming Events**..... Board Members

College/Board Events:

2023 ACCT Leadership Congress, October 9 – October 12, Las Vegas, NV
EagleFest, 3pm – 6pm at the Painted Desert Campus, Holbrook

Community Events:

Harvest Fest, 9am – 2pm on October 14th at Pioneer Park, Snowflake
Standing on the Corner – September 29 and 30 at the Eagle Pavillion, Winslow
Just Cruisin’ Car Show – October 6 and 7, Downtown Winslow
White Mountain Symphony Orchestra Patriotic Concert - Saturday, September 30, 3:00 pm, Show Low School District Auditorium. Free admission for first responders, active duty and veterans. Adults \$10; Youth (5-18) \$5.

Please let Paul Hempsey know if you plan to attend any of the listed events.

9. **Announcement of Next Regular Meeting**..... **October 17, 2023** Chair Laughter

10. **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

NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Financial Position

July 1, 2023 to July 31, 2023

Budget Period Expired

8%

Tax Supported Funds				
Current General Fund				
	Revised Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Primary Tax Levy	17,000,000	87,643	87,643	1%
State Aid:				
Maintenance and Operations	1,346,100	336,525	336,525	25%
Equalization	11,189,600	2,797,400	2,797,400	25%
Rural Aid	1,322,400	330,600	330,600	25%
Tuition and Fees	3,800,000	215,374	215,374	6%
Investment earnings	300,000	190,545	190,545	64%
Grants and Contracts	2,530,000	1,763	1,763	0%
Other Miscellaneous	387,000	11,773	11,773	3%
Fund Balance	12,342,727	-	-	0%
Transfers	(11,145,000)	(441,877)	(441,877)	4%
TOTAL REVENUES	\$ 39,072,827	\$ 3,529,746	\$ 3,529,746	9%
EXPENDITURES				
Salaries and Benefits	23,002,035	1,876,291	1,876,291	8%
Operating Expenditures	16,070,792	231,545	231,545	1%
TOTAL EXPENDITURES	\$ 39,072,827	\$ 2,107,836	\$ 2,107,836	5%
Unrestricted Plant				
	Revised Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
State Aid:				
Capital/STEM	262,500	65,625	65,625	25%
Fund Balance	2,075,000	-	-	0%
Transfers In	10,445,000	316,571	316,571	3%
TOTAL REVENUES	\$ 12,782,500	\$ 382,196	\$ 382,196	3%
EXPENDITURES				
Capital Expenditures - WMC/LCC Facilities	5,000,000	-	-	0%
Capital Expenditures - Other	7,782,500	382,196	382,196	5%
TOTAL EXPENDITURES	\$ 12,782,500	\$ 382,196	\$ 382,196	3%

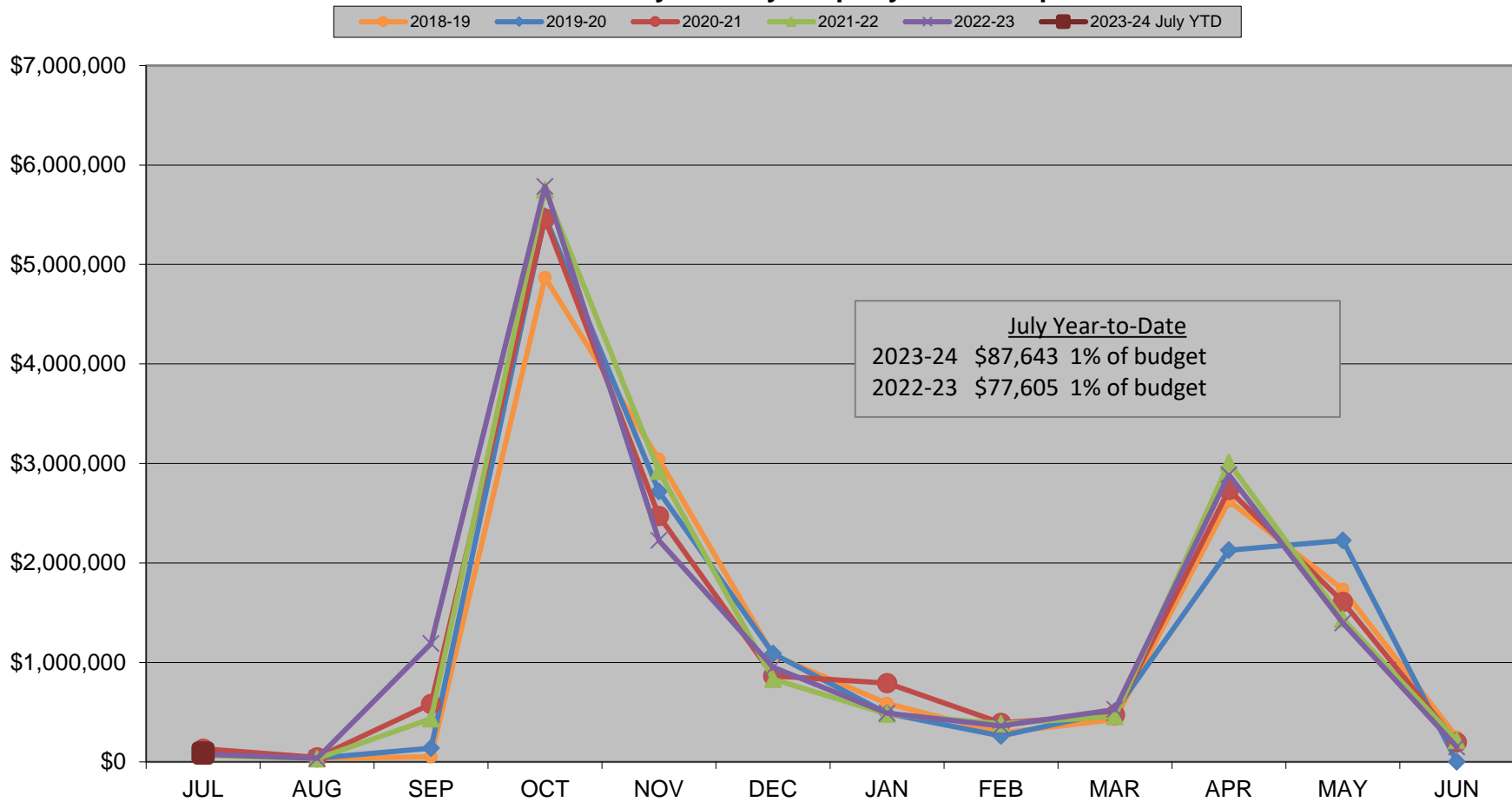
NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
Statement of Financial Position
July 1, 2023 to July 31, 2023

Budget Period Expired 8%

Restricted and Auxiliary Funds				
	Restricted			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Grants and Contracts	6,457,811	57,222	57,222	1%
Fund Balance				
Transfers In	500,000	125,000	125,000	25%
TOTAL REVENUES	\$ 6,957,811	\$ 182,222	\$ 182,222	3%
EXPENDITURES				
Salaries and Benefits	2,201,602	144,063	144,063	7%
Operating Expenditures	4,756,209	181,838	181,838	4%
TOTAL EXPENDITURES	\$ 6,957,811	\$ 325,901	\$ 325,901	5%
	Auxiliary			
	Budget	Current Month Actual	Y-T-D Actual	%
REVENUES				
Sales and Services	400,000	12,439	12,439	3%
Fund Balance				
Transfers	200,000	306	306	0%
TOTAL REVENUES	\$ 600,000	\$ 12,745	\$ 12,745	2%
EXPENDITURES				
Salaries and Benefits	226,154	12,390	12,390	5%
Operating Expenditures	373,846	355	355	0%
TOTAL EXPENDITURES	\$ 600,000	\$ 12,745	\$ 12,745	2%

Cash Flows	
Cash flows from all activities (YTD)	\$4,106,909
Cash used for all activities (YTD)	\$2,828,678
Net Cash for all activities (YTD)	\$1,278,231

Monthly Primary Property Tax Receipts





Northland Pioneer College

EXPANDING MINDS • TRANSFORMING LIVESSM

HUMAN RESOURCES

MONTHLY REPORT

September 2023

EMPLOYEE RELATIONS AND STAFFING

We are currently working to enhance our employee onboarding process and professional development initiatives. Our primary focus is reintroducing and revamping the new employee orientation and onboarding process to create an improved experience.

In addition, we are excited to announce the launch of new supervisor workshop courses that will leverage a combination of resources, including LinkedIn Learning, Moodle, and in-person training sessions.

EMPLOYEE CENSUS DATA

The following employees have left the institution since the last report.

- ❖ Sarah Steinmetz – Separated – Effective – 8/18/2023
- ❖ Michael Meeks – Separated – Effective – 8/31/2023

Turnover Rate For FY23/24	Employee Count	Separated	Turnover Rate
Total Employees as of 7/1/2023	334	5	1.2%
Total New Hires from 07/01/2023 to 09/06/2023	29	0	0

Turnover Rate For the Last 12 Months	Employee Count	Separated	Turnover Rate
Totals for September 2022- September 2023	315	29	8.89%

*Turnover Rate Calculated by dividing the number of separated employees during the period by the number of employees at the beginning of the period. This figure reflects contract employees only and excludes temporary employees

RECRUITMENT

	# Qualified Applicants	Date Opened	Closing Date	Status
Behavioral Health Success Coach Silver Creek Campus	0	9/6/23	Open Until Filled	
Behavioral Health Program Coordinator Silver Creek Campus	0	9/5/23	Open Until Filled	
Behavioral Health Recruitment Specialist Silver Creek Campus	0	9/1/23	Open Until Filled	
Assistant to the Campus Manager (PT) White Mountain Campus	0	9/1/23	Open Until Filled	
Faculty in Nursing	2	8/24/23	Open Until Filled	
Faculty in Behavioral Health	2	8/23/23	Open Until Filled	
Human Resources Information Specialist (HRIS) Painted Desert Campus	1	8/21/23	Open Until Filled	
Hopi Center Manager Hopi Center	7	8/3/23	Open Until Filled	
Assistant to the Campus Manager White Mountain Campus	70	7/13/23	Open Until Filled	Offer In Progress
Custodian Silver Creek Campus	112	7/13/23	Open Until Filled	Offer In Progress
Financial Aid Specialist Little Colorado Campus	16	7/10/23	Open Until Filled	
Financial Aid Systems Technician Painted Desert Campus	2	7/10/23	Open Until Filled	
Faculty in Energy and Industrial Technician White Mountain Campus	5	07/03/23	Open Until Filled	
Maintenance II / HVAC Painted Desert Campus	8	6/23/23	Open Until Filled	Offer In Progress
Procurement Manager Painted Desert Campus	20	06/01/23	Open Until Filled	Offer in Progress

EMPLOYEE DEVELOPMENT

On August 30, 2023, we held our first supervisor workshop for the year. President Hazelbaker led the session, delving into the fundamental aspects of communication within our supervisory roles. The discussion revolved around establishing clear expectations for supervisors, defining effective communication methods between supervisors and their teams, and fostering desired modes of communication from teams to supervisors. Additionally, we explored strategies for capitalizing on both our strengths and weaknesses, as well as how to harness the strengths and weaknesses within our teams for enhanced collaboration.

We are looking forward to our upcoming workshop on September 27, 2023. The topic will be "Introduction to Strategy Development and Project Planning." This session will be presented by Judy Yip-Reyes and Betsy Ann Wilson

WELCOME AND RECOGNITION

We would like to welcome the following new employees to Northland Pioneer College

❖ Project Manager	Colleen Marsh
❖ Learning Communities Coordinator – Title III ARMSS Grant	Rickey Jackson
❖ Director of Technical Service	Debra Stuart
❖ Faculty in Welding	Charles Rice
❖ Maintenance I	Alexander Richie
❖ Early College Advisor	Monty Begay

Congratulations to the below employees as they transition to new positions

❖ Associate VP Chief Information Officer	Michael Jacob
❖ Payroll Specialist III	Stacy Rollins

TOTAL REWARDS

BENEFITS AND COMPENSATION

Interim Associate Vice President of Human Resources Shenethia Manual presented the compensation study results to all staff at the August 14 Convocation.



Trustees from the 10 Arizona community college districts met on the NAU campus on August 23 & 24 to discuss long-range strategies and priorities for the future. The free-flowing discussion was separate from the strategic planning being done by the AC4 College Presidents and CEO's.

While no formal vote was taken, the Trustees stressed the need for Rural-Urban partnerships going forward and to encourage flexibility in state funding to allow more latitude at the local level. A long-term solution for the Expenditure Limitation (EL) was a concern for all districts, with Maricopa, and possibly Pima, seeking voter approval for an override.

Some of the long-term strategies proposed included:

- Increased funding for Small Business Development Centers (SBDCs). Same level of funding since 2009.
- Articulating a statewide 5-Year Vision Statement reinforced by data and measurable outcomes.
- Defining "Workforce" to not just include welding, automotive, etc. but the spectrum of new technology and expansion of apprenticeship programs in the trades.
- The vital role community colleges play in economic development. CC's need to be at the table when attracting new industries to the state.
- Faculty compensation needs to be tied to faculty recruitment and faculty growth (professional development) to stay current with industry trends and needs.
- The need to invest in ourselves to invest in our communities.
- Work with our high schools and industry partners to develop more short-term certificate programs.
- Encourage high school graduates to take advantage of the Promise Scholarships (free tuition) to increase the high school-to-college going rate.
- Conduct a GAP analysis of issues, needs & capability.
- Stress the high-quality education available at the community colleges.



Several trustees expressed the value of having board work sessions, while those from the rural colleges explained why having additional meetings was a hardship.

Thursday's discussion focused on the relationship between AC4 and ACCT, and the benefits and possible conflicts of having a common director.

We also reviewed the statutory obligation of Trustees to act on behalf of their districts and whether each district's board needed to individually approve the legislative initiatives proposed by AC4 before they are presented to the Governor's Office in November.

All agreed that there should be more frequent statewide Trustees meetings and Director Dr. David Borofsky recruited assistance from those present to help organize the events.

ACCT will be hosting a breakfast and a reception on Wednesday, October 11, for the Arizona Trustees attending the national ACCT Leadership Congress in Las Vegas.

Respectfully submitted,

Everett Robinson

Board Clerk/Vice Chair

Review Budget Calendar and Budget Assumptions

Summary:

The development of the budget cycle starts in July of each year, when NPC develops and submits its State Aid request. The consolidated AZ Community Colleges State Aid request is due to the state by September 1st of each year. In order to complete the State Aid Request, transactions for Accounts Payable, Purchasing and Grants for the prior year ending June 30 must adhere to a tight deadline for completion.

The District Governing Board will be asked to approve the Budget Calendar and Assumptions in October.



BUDGET DEVELOPMENT CALENDAR

FISCAL YEAR 2024-2025

PROPOSED

ACTIVITY	RESOURCE	DUE BY
1. Receive budget calendar and budget assumptions	DGB	19 September 2023
2. Approve budget calendar and budget assumptions	DGB	17 October 2023
3. Provide budget training for supervisors/department managers	CFO	15 November 2023
4. Distribute materials for operational & capital budgets and staffing requests	Financial Services	1 December 2023
5. President, CHRO, faculty, CASO meet on compensation	President, CHRO, FA, CASO	16 November 2023 to 24 January 2024
6. Financial Services receives department budget & justifications	Department Budget Managers & Financial Services	25 January 2024
7. President's Cabinet receives staffing requests	Department Budget Managers & President's Cabinet	25 January 2024
8. President receives compensation recommendation	President, CHRO, FA, CASO	25 January 2024
9. President's Cabinet finalizes staffing needs	President's Cabinet	12 February 2024
10. President's Cabinet reviews operational & capital budget requests, including compensation	President's Cabinet	12 February 2024
11. Receive introductory budget analysis	DGB	20 February 2024
12. Receive tuition and fee schedules	DGB	20 February 2024
13. Receive compensation proposal	DGB	20 February 2024
14. Budget hearing (if necessary)	President's Cabinet	4 March 2024
15. Receive preliminary budget analysis	DGB	19 March 2024
16. Approve tuition and fee schedules	DGB	19 March 2024
17. Approve compensation	DGB	19 March 2024
18. Receive state budget forms and analysis <i>(no later than June 5 A.R.S. 15-1461)</i>	DGB	16 April 2024
19. Adopt or modify preliminary budgets	DGB	16 April 2024
20. Publish notice of budget hearing & special board meeting <i>(not later than 15 days prior to hearing A.R.S. 15-1461)</i>	CFO	6 May 2024
21. Publish budget on website <i>(not later than 15 days prior to hearing A.R.S. 15-1461)</i>	CFO	6 May 2024
22. Publish notice in newspaper and issue a press release for truth in taxation (TNT) hearing <i>(14-20 days prior to hearing A.R.S. 15-1461.01)</i>	CFO	6 May 2024
23. 2 nd notice in newspaper for TNT hearing <i>(7-10 days prior to hearing A.R.S. 15-1461.01)</i>	CFO	14 May 2024
24. 2 nd notice of public budget hearing & special board meeting in newspaper <i>(not later than 5 days prior to hearing A.R.S. 15-1461)</i>	CFO	16 May 2024
25. 2 nd publication of budget in newspaper <i>(not later than 5 days prior to hearing A.R.S. 15-1461)</i>	CFO	16 May 2024
26. Conduct public budget hearing and TNT hearing <i>(no later than June 20 A.R.S. 15-1461 & 15-1461.01)</i>	DGB	21 May 2024
27. Adopt property tax levy & final budgets at special meeting	DGB	21 May 2024
28. Notify PTOC of primary property tax levy <i>(within 3 days after hearing A.R.S. 15-1461.01)</i>	CFO	24 May 2024
29. Submit tax levy to Navajo County	CFO	24 May 2024

**Northland Pioneer College
Budget Development Assumptions
FY25**

GENERAL ASSUMPTIONS

- Budget Development Calendar will establish the due dates.
- Introductory budget analysis for DGB in February will be prior to budget hearings and will be limited to an overview of expenditure and revenue trends.
- Preliminary budget analysis for DGB in March will include a detailed examination of budget planning.
- Expenditure limit breach will use carry forward amounts to comply with statutory limits. Ongoing legislative relief is being pursued.

REVENUE ASSUMPTIONS

- Assessed valuations for setting the primary property tax levy will be available in February and a decline is expected due to lower assessed valuations related to the closure of the Cholla Power Plant. To protect the equalization funding, the levy needs to be set at the maximum allowable amount. The maximum is a 2% increase over the prior year, plus the impact of new construction. For FY25 the levy will be set at the maximum allowed.
- State appropriations for equalization is expected to increase compared to the current fiscal year, offset by a decrease to operating state aid. Rural aid is expected to be flat compared to the current fiscal year.
- The District Governing Board adopts tuition rates on a three-year cycle. The current approved plan covers the period FY24 to FY26.
 - In-district tuition rates reflects a small increase for each year listed:
 - (A) FY24 is \$70 per credit hour
 - (B) FY25 is \$73 per credit hour
 - (C) FY26 is \$75 per credit hour
 - Tuition and general fees are set at a rate that:
 - (A) considers the impact on students, student enrollment, and student retention rates,
 - (B) increases incrementally, and
 - (C) is competitive in our market by maintaining a comparative position to the average overall tuition and general fees at other Arizona community colleges.
- Course fees will be set at a rate to offset expendable supplies and equipment.
- Other revenues will be based on historical information and emerging trends.

EXPENDITURE ASSUMPTIONS

- Overall expenditures will match revenues.
- Budget requests from Department Budget Managers for operational and capital expenditures are due **January 25, 2024.**
- Budget requests that are higher than the current budget or actual historical spending will require justifications and are due **January 25, 2024.**
- Budget requests to add new employee positions or modify existing contractual positions, including Grant positions, are due **January 25, 2024.**

- SALARY SCHEDULES
 - The Gallagher compensation study has been received and will be incorporated into the compensation proposal for FY25, along with a proposal for a cost of living adjustment.
 - The college will continue to develop compensation proposals with the following in mind:
 - (A) consider available funds and the impact to expenditure limit,
 - (B) consider competitive market conditions with the goal to maintain a comparative position to the average increases/rates at other local public entities, other Arizona community colleges, and other similar institutions, and
 - (C) consider salary recommendations received through the shared governance process.

- BENEFITS will be developed with:
 - (A) consideration on impacts from third-party partnerships including:
 - (1) Employee benefit trust for medical insurance, and
 - (2) Arizona State Retirement System for retirement contributions.

- Education partner relationships will be maintained with:
 - (A) Apache County,
 - (B) NAVIT,
 - (C) Dual enrollment, and
 - (D) others.

- OPERATING budget requests cover a one-year period.
- CAPITAL budget requests cover a three-year period (FY25, FY26, and FY27).
- GRANT funding will continue to be identified and pursued.
- AUXILIARY fund activities will be maintained.

**Northland Pioneer College
Budget Development Guidelines
FY25**

Budget Categories & Targets:

Revenues	<ul style="list-style-type: none"> • Administrative Services will prepare the budget.
Salaries/Wages & Benefits	<ul style="list-style-type: none"> • HR and Administrative Services will prepare the budget for contract positions and the benefits for all positions. • Budget Managers will prepare budget for non-contract positions and include in their department budget requests. These include: <ul style="list-style-type: none"> ○ Adjunct faculty ○ Faculty overload ○ Temporary employee ○ Lab aid ○ Substitute faculty
Operating Expenditures	<ul style="list-style-type: none"> • Budget to remain level. • Any new programs/services must demonstrate linkage to the strategic plan.
Capital Expenditures	<ul style="list-style-type: none"> • Budget requests to align with revenues from the operational budget, grant funds, or reserved funds.

**Report to the District Governing Board
Gila County Provisional Community College District**

September 8, 2023

Updates on Higher Learning Commission Accreditation (HLC): Since the August 2023 report to the District Governing Board (DGB) Director of Institutional Effectiveness Judy Yip-Reyes and I consulted with the HLC. The Higher Learning Commission stated that we would need to work closely with them throughout the process as accreditation is about overseeing the entire college program and not just narrowly on instruction. For instance, when HLC accredits a college they look at things like the financial ratios to ensure the long-term sustainability of the institution. HLC also agrees with the assessment of the Gila County Provisional Community College District (GCC) leadership in that if GCC seeks HLC accreditation they are on a five-year timeline. There are no particular barriers to NPC entering into an IGA with GCC, however it is clear that if we were working together toward the goal of GCC having separate accreditation we would need to work very closely with HLC and it would be a step by step process requiring more time and resources than our agreement with Apache County which is primarily to provide educational services, and does not include this component of helping GCC move to a separate accreditation.

Other Updates: I did also have a short conversation with GCC and a short conversation with our lobbyist Michael Racy about the potential partnership. Racy was going to meet directly with the GCC lobbyist and talk about the legislative and political landscape going forward but I do not have a report on that meeting at this time. In my meeting with the GCC leadership they reiterated that they want to be a good, full financial partners who does not put demands on the partner and is working on their side to do everything possible to gain separate accreditation.

Navajo County Community College District Governing Board Meeting Minutes

August 15, 2023 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Ms. Kristine Laughter; Mr. Frank Lucero; Mr. Everett Robinson; Mr. Elias Jouen (Joined 10:04 a.m.) Mr. Derrick Leslie (joined 10:16 a.m.)

Governing Board Member Absent:

Others Present: President Chato Hazelbaker; Vice President for Learning and Student Services (VPLSS) Michael Solomonson; Vice President for Administrative Services (VPAS) Maderia Ellison; Director of Institutional Effectiveness Judy Yip-Reyes; Associate Vice President for Human Resources (AVPHR) Christine Schaefer; Recording Secretary to the Board Paul Hempsey; Norvita Charleston; Betsy Wilson; Kathy Meza; David Huish; Jeremy Raisor; Russell Kupfer; Matt Weber; Josh Rogers; Allison Landy; Nicole Ulibarri; Scott Flake; Nicole Ulibarri; Dawayne Bahe; Melody Niesen; Lia Keenan; Larry Roberson; Talaina Kor; Michael Broyles; Kristina Jensen; Olivia Jaquez; Katie Matott; Rebecca Hunt; Frank Orona.

Agenda Item 1: Call to Order and Pledge of Allegiance

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

Agenda Item 2: Adoption of Agenda

Mr. Robinson made a motion to adopt the agenda as presented. Mr. Lucero seconded the motion. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, and Chair Laughter voting in favor. There were no votes against.

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Compensation Study

Larry Robertson, Senior Consultant for Gallagher, addressed the Board and presented a report on the completed Compensation study Gallagher conducted for Northland Pioneer College (NPC).

Mr. Jouen asked for clarification on potential changes for faculty which Mr. Robertson provided.

President Hazelbaker provided the next steps the college would take now that they had the recommendation from Gallagher.

Mr. Leslie asked how the recommendation, of completing a salary study every three to five years, could be included in college processes moving forward. President Hazelbaker noted that a



future action item to the Board will include the recommendation and that AVPHR Schaefer would be responsible for managing the process.

Agenda Item 5: Consent Agenda

- A. June 20, 2023 Regular Board Meeting Minutes**
- B. Intergovernmental Agreement** between Northland Pioneer College and Apache County for leased space

Mr. Jouen made a motion to accept the consent agenda as presented. Mr. Leslie seconded the motion. The motion carried upon a roll-call vote with Mr. Jouen; Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

Agenda Item 6: For Discussion and Possible Action

6.A. Old Business

None.

6.B. New Business

6.B.1. Establish Reserve for Remodel/Construction of Facilities at Little Colorado Campus

VPAS Ellison reviewed potential options for construction at the Little Colorado Campus and requested the Board approve a fund reserve to ensure money was available when required.

Mr. Lucero asked how long it would be before the college was ready to receive bids for the projects. VPAS Ellison responded that past experience with construction projects would suggest anywhere from six to nine months.

Mr. Lucero made a motion to establish a reserve of \$6 million for construction at the Little Colorado Campus. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

6.B.2. Request to Approve Contract for Consulting and Design work at PDC

Jeremy Raisor, Dean of Career and Technical Education, addressed the Board and provided information on the possibility of expanding the Automotive program, requesting funds for consulting and design fees to further explore the options in the amount of \$97,000.00.

Mr. Lucero asked if the required lifts for an automotive program would require additional foundation work to accommodate the weight. Director of Construction, David Huish, responded that from speaking to a supplier of lifts that the current floor would be adequate. Dean Raisor suggested the electrical requirements would be the main unknown at this stage.

Mr. Lucero made a motion to approve the contract for consulting and design work as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.



6.B.3. Request for Renewal of CampusLogic Services

VPLSS Solomonson addressed the Board and reviewed the request to activate the one-year extension in the CampusLogic contract at a cost of \$63,206.00.

Mr. Lucero made a motion to approve the contract with CampusLogic as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

6.B.4. Adoption of the Fiscal Year 2021-22 Expenditure Limitation Report

VPAS Ellison addressed the Board and reviewed the 2021-22 Expenditure Limitation Report from State auditors and recommended adoption.

Mr. Lucero confirmed the fine for breaching the Expenditure Limitation was \$5000.00 and asked if it was necessary to pay it to protect the large carry forward the college currently held. VPAS Ellison responded that the college constantly monitors Expenditure Limitation and carry forward amounts and felt the college was better served by taking the fine this year.

Mr. Lucero asked how the fine would be paid. VPAS Ellison responded that the \$5000.00 would be removed from a quarterly distribution of funding from the State.

Mr. Lucero made a motion to accept the Expenditure Limitation report as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

6.B.5. Adjustment to Fiscal Year 2022 Adopted Budget

VPAS Ellison asked the Board to approve the adjustment to the Fiscal Year 2022 adopted budget to bring it into alignment with actual expenditures for the year.

Mr. Robinson made a motion to approve the adjustment to the Fiscal Year 2022 adopted budget as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

Agenda Item 7: Discussion Items

7.A. Standing Presentations:

7.A.1. Financial Position

VPAS Ellison presented the monthly Financial Position report for the period to June 30th, 2023.

Mr. Lucero asked what revenues were included in the line item labeled Other Miscellaneous. VPAS noted the revenues that fell within this category.

7.A.2. NPC Student Government Association (SGA)

No Report.



7.A.3. Faculty Association

No Report.

7.A.4. Classified & Administrative Staff Organization (CASO)

No Report.

7.A.5. Northland Pioneer College (NPC) Friends and Family

Betsy Wilson, Director of NPC Friends and Family, addressed the Board and introduced Kathy Meza who has joined the college as a Development Director. Director Wilson then provided a report on recent scholarship awards and recipients, plus a reminder of upcoming events.

7.A.6. Human Resources

Written Report.

7.A.7. Construction Report

David Huish, Director of Construction, addressed the Board and provided a report on the construction projects at the college.

7.A.8 Arizona Association of Community College Trustees (AACCT)

Chair Laughter reported that Secretary Robinson would attend the joint AC4 and AACCT retreat in Flagstaff later in August.

7.A.9 President's Report

President Hazelbaker addressed the Board and provided a report on topics including: the yearly planning cycle; Strategic Initiatives and Priority Actions; and his appointment to a State Broadband Advisory Committee.

7.B. Implementation of a Development Office at NPC:

Director Wilson presented on the recently implemented Development Office at NPC.

Chair Laughter asked if there were plans to bring an evaluator at any point in the process. Director Wilson noted that this was not currently a consideration but hoped to complete some self-evaluations on the measurable outcomes that had been written into the plan, and would be reporting on those outcomes, to the Board, at future meetings.

7.C. IE Quarterly Report:

Written report.

7.D. Assessment of Student Knowledge (ASK) Yearly Report:

Dr. Michael Broyles, Chair of the ASK committee, addressed the Board and provided additional information on the yearly report from the committee.

7.E. Enrollment Report:

President Hazelbaker provided a presentation on Enrollment and strategies for the future.



Chair Laughter asked if the college was looking at the renewable energy industry to offset the enrollment decline in the current energy program. President Hazelbaker responded that a new faculty member hired for the program would be tasked with reimagining courses to meet current regional needs.

Mr. Lucero left the meeting at 11:57 a.m.

Chair Laughter asked about the reasons some centers or campuses did not have Hybrid, Multi-Course, or Stand alone courses this semester. President Hazelbaker outline some of the potential reasons and struggles the college faced.

Chair Laughter asked what relationship building was taking place to add TALON classrooms to more school districts. President Hazelbaker outlined many of the outreach efforts the college was currently working on.

Mr. Leslie left the meeting at 12:07 p.m.

7.F. Gila County Partnership:

President Hazelbaker provided a written report in the Board Packet and noted that he would continue to meet with lobbyists, legislators, and the Higher Learning Commission representatives on the potential impacts from a partnership.

Chair Laughter asked if Gila Provisional College was looking at other community colleges as potential partners. President Hazelbaker responded that they had contacted other districts and would continue to look at all their options.

Agenda Item 8: DGB Agenda Items and Informational Needs for Future Meetings

Chair Laughter asked for information on outreach efforts in the Pinon area.

Agenda Item 9: Board Report/Summary of Current and Upcoming Events

A list of upcoming events was provided in the agenda for Board Discussion.

Agenda Item 10: Announcement of Next Regular Meeting

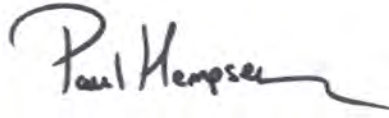
Regular District Governing Board meeting on Tuesday, September 19, 2023 at 10 a.m. The meeting will take place at the Winslow Campus.

Agenda Item 11: Adjournment

The meeting was adjourned at 12:26 p.m. upon a motion by Mr. Robinson and a second by Mr. Jouen. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, and Chair Laughter voting in favor. There were no votes against.



Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

Draft



Request to approve FY24 Revised Budget

Recommendation:

Staff recommends approval of the fiscal year 2024 (FY24) revised budget to reflect final state appropriations. Only the General Fund was impacted. The total revenue budget remains the same as the budget approved in May 2023. Both the original state budget forms approved by the District Governing Board and the revised stated budget forms are attached.



NAVAJO COUNTY COMMUNITY COLLEGE DISTRICT
 FY24 General Fund Budget - Revised for State Appropriations

Tax Supported Funds	General Unrestricted		
	Budget	Reclass	Revised Budget
REVENUES			
Primary Tax Levy	17,000,000		17,000,000
State Aid:			
Maintenance and Operations	1,349,900	(3,800)	1,346,100
Equalization	11,189,600		11,189,600
Rural Aid	1,305,600	16,800	1,322,400
Tuition and Fees	3,800,000		3,800,000
Investment earnings	300,000		300,000
Grants and Contracts	2,530,000		2,530,000
Other Miscellaneous	400,000	(13,000)	387,000
Fund Balance	12,342,727		12,342,727
Transfers	(11,145,000)		(11,145,000)
TOTAL REVENUES	\$ 39,072,827	\$ -	\$ 39,072,827

**Official Budget Forms
Navajo County Community College District
Northland Pioneer College
Fiscal year 2024**

**Navajo County Community College District
Northland Pioneer College
Budget for fiscal year 2024
Summary of budget data**

	<u>Budget 2024</u>	<u>Budget 2023</u>	<u>Increase/Decrease From budget 2023 To budget 2024</u>	
			<u>Amount</u>	<u>%</u>
I. Current General and Plant Funds				
A. Expenditures:				
Current General Fund	\$ 39,072,827	\$ 35,265,978	\$ 3,806,849	10.8%
Unexpended Plant Fund	12,782,500	11,519,900	1,262,600	11.0%
Retirement of indebtedness Plant Fund	0		0	
Total	\$ 51,855,327	\$ 46,785,878	\$ 5,069,449	10.8%
B. Expenditures per Full-time student equivalent (FTSE):				
Current General Fund	\$ 21,316 /FTSE	\$ 18,160 /FTSE	\$ 3,157 /FTSE	17.4%
Unexpended Plant Fund	\$ 6,974 /FTSE	\$ 5,932 /FTSE	\$ 1,042 /FTSE	17.6%
Projected FTSE count	1,833	1,942		
II. Total all funds estimated personnel compensation				
Employee salaries and hourly costs	\$ 20,059,059	\$ 18,905,406	\$ 1,153,653	6.1%
Retirement costs	2,209,092	2,200,000	9,092	0.4%
Healthcare costs	2,423,572	2,336,504	87,068	3.7%
Other benefit costs	2,263,346	1,677,620	585,726	34.9%
Total	\$ 26,955,069	\$ 25,119,530	\$ 1,835,539	7.3%
III. Summary of primary and secondary property tax levies and rates				
A. Amount levied:				
Primary tax levy	\$ 17,000,000	\$ 16,084,078	\$ 915,922	5.7%
Property tax judgment			0	
Secondary tax levy			0	
Total levy	\$ 17,000,000	\$ 16,084,078	\$ 915,922	5.7%
B. Rates per \$100 net assessed valuation:				
Primary tax rate	1.7536	1.7505	0.0031	0.2%
Property tax judgment			0.0000	
Secondary tax rate			0.0000	
Total rate	1.7536	1.7505	0.0031	0.2%
IV. Maximum allowable primary property tax levy for fiscal year 2024 pursuant to A.R.S. §42-17051				\$ 17,371,883
V. Amount received from primary property taxes in fiscal year 2023 in excess of the maximum allowable amount as calculated pursuant to A.R.S. §42-17051				\$ _____

**Navajo County Community College District
Northland Pioneer College
Budget for fiscal year 2024**

Resources

	Current funds			Plant Fund		Other funds 2024	Total all funds 2024	Total all funds 2023	% Increase/ Decrease
	General Fund 2024	Restricted Fund 2024	Auxiliary Fund 2024	Unexpended Plant Fund 2024	Retirement of indebtedness 2024				
Beginning balances/(deficits)—July 1*									
Restricted	\$						0	\$ 0	0.0%
Unrestricted	72,300,000			33,000,000			105,300,000	93,400,000	12.7%
Total beginning balances	\$ 72,300,000	\$ 0	\$ 0	\$ 33,000,000	\$ 0	\$ 0	\$ 105,300,000	\$ 93,400,000	12.7%
Revenues and other inflows									
Student tuition and fees									
General tuition	\$ 3,170,000	\$	\$	\$	\$	\$	\$ 3,170,000	\$ 3,600,000	-11.9%
Out-of-district tuition							0	0	0.0%
Out-of-State tuition	90,000						90,000	100,000	-10.0%
Student fees	540,000						540,000	600,000	-10.0%
Tuition and fee remissions or waivers							0	0	0.0%
State appropriations									
Maintenance support	1,349,900						1,349,900	1,393,400	-3.1%
Equalization aid	11,189,600						11,189,600	9,912,900	12.9%
STEM Workforce				262,500			262,500	283,600	-7.4%
Rural Community College Aid	1,305,600						1,305,600	1,305,600	0.0%
							0	0	0.0%
							0	0	0.0%
Property taxes									
Primary tax levy	17,000,000						17,000,000	16,084,078	5.7%
Secondary tax levy							0	0	0.0%
Gifts, grants, and contracts	2,530,000	4,957,811	250,000				7,737,811	12,800,000	-39.5%
Sales and services							0	0	0.0%
Investment income	300,000						300,000	300,000	0.0%
State shared sales tax (Prop 301)		600,000	150,000				750,000	550,000	36.4%
Smart and Safe Arizona Act (Prop 207)		900,000					900,000	500,000	80.0%
Other revenues	400,000						400,000	170,000	135.3%
Proceeds from sale of bonds							0		0.0%
Total Revenues and Other Inflows	\$ 37,875,100	\$ 6,457,811	\$ 400,000	\$ 262,500	\$ 0	\$ 0	\$ 44,995,411	\$ 47,599,578	-5.5%
Transfers									
Transfers in		500,000	200,000	10,445,000			11,145,000	2,700,000	312.8%
(Transfers out)	(11,145,000)						(11,145,000)	(2,700,000)	312.8%
Total transfers	\$ (11,145,000)	\$ 500,000	\$ 200,000	\$ 10,445,000	\$ 0	\$ 0	\$ 0	\$ 0	0.0%
Reduction for amounts reserved for future budget year expenses:									
Maintained for future financial stability	(35,265,978)						(35,265,978)	(33,417,324)	5.5%
Maintained for future capital acquisitions/projects	(12,348,568)			(30,925,000)			(43,273,568)	(13,920,000)	210.9%
Maintained for future debt retirement							0	0	0.0%
Maintained for grants or scholarships							0	0	0.0%
Fund Balance - Unrestricted	(12,342,727)						(12,342,727)	(46,062,676)	-73.2%
							0	10,736,300	-100.0%
Total resources available for the budget year	\$ 39,072,827	\$ 6,957,811	\$ 600,000	\$ 12,782,500	\$ 0	\$ 0	\$ 59,413,138	\$ 58,335,878	1.8%

*These amounts exclude nonspendable amounts (e.g., prepaids, inventories, and capital assets) or amounts legally or contractually required to be maintained intact.

**Navajo County Community College District
Northland Pioneer College
Budget for fiscal year 2024**

Expenditures and other outflows

	Current funds			Plant Fund		Other funds 2024	Total all funds 2024	Total all funds 2023	% Increase/ Decrease
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Total resources available for the budget year (from Schedule B)	\$ 39,072,827	\$ 6,957,811	\$ 600,000	\$ 12,782,500	\$ -	\$ -	\$ 59,413,138	\$ 58,335,878	1.8%
Expenditures and other outflows									
Instruction	\$ 13,200,469	\$ 3,660,955					\$ 16,861,424	\$ 18,798,077	-10.3%
Public service							0	0	0.0%
Academic support	1,910,251						1,910,251	2,050,967	-6.9%
Student services	2,608,800	1,000,000					3,608,800	3,092,088	16.7%
Institutional support (Administration)	16,017,719						16,017,719	12,486,956	28.3%
Operation and maintenance of plant	2,352,916						2,352,916	2,082,032	13.0%
Scholarships	1,945,075	2,296,856					4,241,931	6,215,275	-31.7%
Auxiliary enterprises			600,000				600,000	350,000	71.4%
Capital assets				12,782,500			12,782,500	11,519,900	11.0%
Debt service—general obligation bonds							0	0	0.0%
Debt service—other long term debt							0	0	0.0%
Other expenditures							0	0	0.0%
Property tax judgments							0	0	0.0%
Contingency	1,037,597						1,037,597	1,740,583	-40.4%
Total expenditures and other	\$ 39,072,827	\$ 6,957,811	\$ 600,000	\$ 12,782,500	\$ 0	\$ 0	\$ 59,413,138	\$ 58,335,878	1.8%

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Northland Pioneer College
Fiscal year 2024**

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Northland Pioneer College
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Employee salaries and hourly costs	\$ 20,059,059	\$ 18,905,406	\$ 1,153,653	6.1%
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Total	\$ 26,955,069	\$ 25,119,530	\$ 1,835,539	7.3%
III. Summary of primary and secondary property tax levies and rates				
A. Amount levied:				
Primary tax levy	\$ 17,000,000	\$ 16,084,078	\$ 915,922	5.7%
Property tax judgment			0	
Secondary tax levy			0	
Total levy	\$ 17,000,000	\$ 16,084,078	\$ 915,922	5.7%
B. Rates per \$100 net assessed valuation:				
Primary tax rate	1.7536	1.7505	0.0031	0.2%
Property tax judgment			0.0000	
Secondary tax rate			0.0000	
Total rate	1.7536	1.7505	0.0031	0.2%
IV. Maximum allowable primary property tax levy for fiscal year 2024 pursuant to A.R.S. §42-17051				\$ 17,371,883
V. Amount received from primary property taxes in fiscal year 2023 in excess of the maximum allowable amount as calculated pursuant to A.R.S. §42-17051				\$ _____

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Northland Pioneer College
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Beginning balances/(deficits)—July 1*									
Restricted	\$						0	\$ 0	0.0%
Unrestricted	72,300,000			33,000,000			105,300,000	93,400,000	12.7%
Total beginning balances	\$ 72,300,000	\$ 0	\$ 0	\$ 33,000,000	\$ 0	\$ 0	\$ 105,300,000	\$ 93,400,000	12.7%
Revenues and other inflows									
Student tuition and fees									
General tuition	\$ 3,170,000	\$	\$	\$	\$	\$	\$ 3,170,000	\$ 3,600,000	-11.9%
Out-of-district tuition							0	0	0.0%
Out-of-State tuition	90,000						90,000	100,000	-10.0%
Student fees	540,000						540,000	600,000	-10.0%
Tuition and fee remissions or waivers							0	0	0.0%
State appropriations									
Maintenance support	1,346,100						1,346,100	1,393,400	-3.4%
Equalization aid	11,189,600						11,189,600	9,912,900	12.9%
STEM Workforce				262,500			262,500	283,600	-7.4%
Rural Community College Aid	1,322,400						1,322,400	1,305,600	1.3%
							0	0	0.0%
							0	0	0.0%
Property taxes									
Primary tax levy	17,000,000						17,000,000	16,084,078	5.7%
Secondary tax levy							0	0	0.0%
Gifts, grants, and contracts	2,530,000	4,957,811	250,000				7,737,811	12,800,000	-39.5%
Sales and services							0	0	0.0%
Investment income	300,000						300,000	300,000	0.0%
State shared sales tax (Prop 301)		600,000	150,000				750,000	550,000	36.4%
Smart and Safe Arizona Act (Prop 207)		900,000					900,000	500,000	80.0%
Other revenues	387,000						387,000	170,000	127.6%
Proceeds from sale of bonds							0		0.0%
Total Revenues and Other Inflows	\$ 37,875,100	\$ 6,457,811	\$ 400,000	\$ 262,500	\$ 0	\$ 0	\$ 44,995,411	\$ 47,599,578	-5.5%
Transfers									
Transfers in		500,000	200,000	10,445,000			11,145,000	2,700,000	312.8%
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Total transfers	\$ (11,145,000)	\$ 500,000	\$ 200,000	\$ 10,445,000	\$ 0	\$ 0	\$ 0	\$ 0	0.0%
Reduction for amounts reserved for future budget year expenses:									
Maintained for future financial stability	(35,265,978)						(35,265,978)	(33,417,324)	5.5%
Maintained for future capital acquisitions/projects	(12,348,568)			(30,925,000)			(43,273,568)	(13,920,000)	210.9%
Maintained for future debt retirement							0	0	0.0%
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Fund Balance - Unrestricted	(12,342,727)						(12,342,727)	(46,062,676)	-73.2%
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**Navajo County Community College District
Northland Pioneer College
Budget for fiscal year 2024**

Expenditures and other outflows

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Expenditures and other outflows									
Instruction	\$ 13,200,469	\$ 3,660,955					\$ 16,861,424	\$ 18,798,077	-10.3%
Public service							0	0	0.0%
Academic support	1,910,251						1,910,251	2,050,967	-6.9%
Student services	2,608,800	1,000,000					3,608,800	3,092,088	16.7%
Institutional support (Administration)	16,017,719						16,017,719	12,486,956	28.3%
Operation and maintenance of plant	2,352,916						2,352,916	2,082,032	13.0%
Scholarships	1,945,075	2,296,856					4,241,931	6,215,275	-31.7%
Auxiliary enterprises			600,000				600,000	350,000	71.4%
Capital assets				12,782,500			12,782,500	11,519,900	11.0%
Debt service—general obligation bonds							0	0	0.0%
Debt service—other long term debt							0	0	0.0%
Other expenditures							0	0	0.0%
Property tax judgments							0	0	0.0%
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Total expenditures and other	\$ 39,072,827	\$ 6,957,811	\$ 600,000	\$ 12,782,500	\$ 0	\$ 0	\$ 59,413,138	\$ 58,335,878	1.8%

Request to Approve Annual SMARTnet Renewal

Recommendation:

Staff recommends approval to renew SMARTnet services for an additional one-year term, through HyeTech Network & Security Solutions, LLC., in the amount of \$89,341.08.

Procurement Process and Budget Information:

This is an annual budgeted expense and utilizes Government Procurement Alliance Contract 22-02PV-08 to ensure competitive pricing for the college.

Summary:

SMARTnet is an integral application to overall college functions and has been used for a number of years. Cisco SMARTnet Service provides the following support:

- Access 24 hours a day, 365 a year to specialized engineers in the Cisco TAC
- Anytime access to the extensive Cisco.com online knowledge base, resources, and tools
- Hardware replacement options include 2-hour, 4-hour, Next-business-day (NDB) advance replacement, as well as Return for Repair (RFR)
- Ongoing operating system software updates, including both minor and major releases within our licensed feature set
- Proactive diagnostics and real-time alerts on select devices with Smart Call
- Onsite Service by a field engineer to install replacement parts
- Ensures that our network operates at the highest levels

The quote includes all applicable taxes.





HyeTech Network & Security Solutions, LLC.
 10235 S. 51st Street #120
 Phoenix, AZ 85044

Quotation

Date: September 06, 2023
Quotation #: 1102-067
Customer ID: 1102
Prepared by: Richie Gann
Quotation valid until: October 31, 2023
Project Detail: Smartnet Renewal 2023
Contract: 1GPA Contract 22-02PV-08

Bill To: Northland Pioneer
 Curtis Stevens
 2251 E. Navajo Blvd.
 Holbrook, AZ 86025

Ship To: Northland Pioneer
 Curtis Stevens
 2251 E. Navajo Blvd.
 Holbrook, AZ 86025

Products:

Serial #	Service SKU	Description	Support Level	Start Date	End Date	List Price	Unit Price	Qty	Ext. Price
FXS2502Q2K0	ASR1001-X	Cisco ASR1001-X Chassis, 6 built-in GE, Dual P/S, 8GB DRAM	SNT	10/1/2023	9/30/2024	\$1,631.00	\$1,109.08	1	\$1,109.08
FXS2502Q2G3	ASR1001-X	Cisco ASR1001-X Chassis, 6 built-in GE, Dual P/S, 8GB DRAM	SNT	10/1/2023	9/30/2024	\$1,631.00	\$1,109.08	1	\$1,109.08
FXS2449Q2LL	ASR1001-X	Cisco ASR1001-X Chassis, 6 built-in GE, Dual P/S, 8GB DRAM	SNT	10/1/2023	9/30/2024	\$1,631.00	\$1,109.08	1	\$1,109.08
FXS2501Q07C	ASR1001-X	Cisco ASR1001-X Chassis, 6 built-in GE, Dual P/S, 8GB DRAM	SNT	10/1/2023	9/30/2024	\$1,631.00	\$1,109.08	1	\$1,109.08
FXS2502Q2EL	ASR1001-X	Cisco ASR1001-X Chassis, 6 built-in GE, Dual P/S, 8GB DRAM	SNT	10/1/2023	9/30/2024	\$1,631.00	\$1,109.08	1	\$1,109.08
5537178811	BE6/7K-VIRTBASP-7X	Cisco BE Embedded Virt. Basic Plus 7x, BE6K/7K only	ECMU	10/1/2023	9/30/2024	\$354.00	\$240.72	1	\$240.72
5537178821	BE6/7K-VIRTBASP-7X	Cisco BE Embedded Virt. Basic Plus 7x, BE6K/7K only	ECMU	10/1/2023	9/30/2024	\$354.00	\$240.72	1	\$240.72
WMP244600LW	BE7H-M5-K9	Cisco Business Edition 7000H (M5) Appliance, Export Restr SW	SNT	10/1/2023	9/30/2024	\$4,599.89	\$3,127.93	1	\$3,127.93
WMP244600M8	BE7H-M5-K9	Cisco Business Edition 7000H (M5) Appliance, Export Restr SW	SNT	10/1/2023	9/30/2024	\$4,599.89	\$3,127.93	1	\$3,127.93
FXS2103Q0L1	C1-ASR1001-X/K9	Cisco ONE - ASR1001-X	SNT	10/1/2023	9/30/2024	\$2,162.00	\$1,470.16	1	\$1,470.16
FXS2103Q0CL	C1-ASR1001-X/K9	Cisco ONE - ASR1001-X	SNT	10/1/2023	9/30/2024	\$2,162.00	\$1,470.16	1	\$1,470.16
5122286596	C1F1PASR1K9	Cisco ONE Foundation Perpetual Suite AES IPSec FW AVC Prime	ECMU	10/1/2023	9/30/2024	\$5,457.00	\$3,710.76	1	\$3,710.76
5122286609	C1F1PASR1K9	Cisco ONE Foundation Perpetual Suite AES IPSec FW AVC Prime	ECMU	10/1/2023	9/30/2024	\$5,457.00	\$3,710.76	1	\$3,710.76
JAD230800WF	C9200-48P-E	Catalyst 9200 48-port PoE+, Network Essentials	SNT	10/1/2023	9/30/2024	\$623.00	\$423.64	1	\$423.64
JAD24170LKD	C9200-48P-E	Catalyst 9200 48-port PoE+, Network Essentials	SNT	10/1/2023	9/30/2024	\$623.00	\$423.64	1	\$423.64
JAD24160MVC	C9200-48P-E	Catalyst 9200 48-port PoE+, Network Essentials	SNT	10/1/2023	9/30/2024	\$623.00	\$423.64	1	\$423.64
JAE243605T6	C9200-48T-E	Catalyst 9200 48-port data only, Network Essentials	SNT	10/1/2023	9/30/2024	\$406.00	\$276.08	1	\$276.08



Products:

Serial #	Service SKU	Description	Support Level	Start Date	End Date	List Price	Unit Price	Qty	Ext. Price
FCZ2314F025	CS-ROOM55-K9	Room 55 with Navigator and Mount	ECDN	10/1/2023	9/30/2024	\$2,813.00	\$1,912.84	1	\$1,912.84
FCZ2314F024	CS-ROOM55-K9	Room 55 with Navigator and Mount	ECDN	10/1/2023	9/30/2024	\$2,813.00	\$1,912.84	1	\$1,912.84
FCZ2315F04T	CS-ROOM55-K9	Room 55 with Navigator and Mount	SNT	10/1/2023	9/30/2024	\$2,813.00	\$1,912.84	1	\$1,912.84
WMP270800DY	FMC1600-K9	Cisco Firepower Management Center 1600 Chassis	SNT	3/20/2024	9/30/2024	\$1,865.05	\$1,268.23	1	\$1,268.23
FLM2039W1R4	ISR4331-V/K9	Cisco ISR 4331 UC Bundle, PVD4-32, UC License	SNT	10/1/2023	9/30/2024	\$702.38	\$477.62	1	\$477.62
FLM2343120H	ISR4331-V/K9	Cisco ISR 4331 UC Bundle, PVD4-32, UC License	SNT	10/1/2023	9/30/2024	\$702.38	\$477.62	1	\$477.62
FLM2343120F	ISR4331-V/K9	Cisco ISR 4331 UC Bundle, PVD4-32, UC License	SNT	10/1/2023	9/30/2024	\$702.38	\$477.62	1	\$477.62
FLM2343120R	ISR4331-V/K9	Cisco ISR 4331 UC Bundle, PVD4-32, UC License	SNT	10/1/2023	9/30/2024	\$702.38	\$477.62	1	\$477.62
FLM2343120N	ISR4331-V/K9	Cisco ISR 4331 UC Bundle, PVD4-32, UC License	SNT	10/1/2023	9/30/2024	\$702.38	\$477.62	1	\$477.62
FLM2343120K	ISR4331-V/K9	Cisco ISR 4331 UC Bundle, PVD4-32, UC License	SNT	10/1/2023	9/30/2024	\$702.38	\$477.62	1	\$477.62
FLM2343120L	ISR4331-V/K9	Cisco ISR 4331 UC Bundle, PVD4-32, UC License	SNT	10/1/2023	9/30/2024	\$702.38	\$477.62	1	\$477.62
FLM234412EH	ISR4351-V/K9	Cisco ISR 4351 UC Bundle, PVD4-64, UC License	SNT	10/1/2023	9/30/2024	\$1,889.26	\$1,284.70	1	\$1,284.70
FLM234412EJ	ISR4351-V/K9	Cisco ISR 4351 UC Bundle, PVD4-64, UC License	SNT	10/1/2023	9/30/2024	\$1,889.26	\$1,284.70	1	\$1,284.70
FLM234412EK	ISR4351-V/K9	Cisco ISR 4351 UC Bundle, PVD4-64, UC License	SNT	10/1/2023	9/30/2024	\$1,889.26	\$1,284.70	1	\$1,284.70
FLM234412EL	ISR4351-V/K9	Cisco ISR 4351 UC Bundle, PVD4-64, UC License	SNT	10/1/2023	9/30/2024	\$1,889.26	\$1,284.70	1	\$1,284.70
FJC2020D07S	ISR4451-X-AX/K9	Cisco ISR 4451 AX Bundle with APP and SEC license	SNT	10/1/2023	9/30/2024	\$3,371.00	\$2,292.28	1	\$2,292.28
FDO21501EZV	N9K-C93180YC-EX-B	Nexus 93180YC-EX bundle PID	SNT	10/1/2023	9/30/2024	\$1,173.13	\$797.73	1	\$797.73
FDO21501EWF	N9K-C93180YC-EX-B	Nexus 93180YC-EX bundle PID	SNT	10/1/2023	9/30/2024	\$1,173.13	\$797.73	1	\$797.73
5198759977	N9K-C93180YCEXB18Q	2 Nexus 93180YC-EX with 8 QSFP-40G-SR-BD	SNT	10/1/2023	9/30/2024	\$0.00	\$0.00	1	\$0.00
5120881442	R-ISE-VM-M-K9=	^Cisco Identity Services Engine Migration VM (eDelivery)	ECMU	10/1/2023	9/30/2024	\$1,282.00	\$871.76	2	\$1,743.52
5131199240	R-ISE-VM-M-K9=	^Cisco Identity Services Engine Migration VM (eDelivery)	ECMU	10/1/2023	9/30/2024	\$1,282.00	\$871.76	1	\$871.76
5131199242	R-ISE-VM-M-K9=	^Cisco Identity Services Engine Migration VM (eDelivery)	ECMU	10/1/2023	9/30/2024	\$1,282.00	\$871.76	1	\$871.76
5578324082	SL-ASR1-APP	Application Data Solution License for ASR1000 Series	SNT	10/1/2023	9/30/2024	\$816.00	\$554.88	1	\$554.88
5578324091	SL-ASR1-APP	Application Data Solution License for ASR1000 Series	SNT	10/1/2023	9/30/2024	\$816.00	\$554.88	1	\$554.88
5578324095	SL-ASR1-APP	Application Data Solution License for ASR1000 Series	SNT	10/1/2023	9/30/2024	\$816.00	\$554.88	1	\$554.88
5578324099	SL-ASR1-APP	Application Data Solution License for ASR1000 Series	SNT	10/1/2023	9/30/2024	\$816.00	\$554.88	1	\$554.88
5578324103	SL-ASR1-APP	Application Data Solution License for ASR1000 Series	SNT	10/1/2023	9/30/2024	\$816.00	\$554.88	1	\$554.88
5578323969	SLASR1-AIS	Cisco ASR 1000 Advanced IP Services License	SNT	10/1/2023	9/30/2024	\$1,040.00	\$707.20	1	\$707.20
5578323973	SLASR1-AIS	Cisco ASR 1000 Advanced IP Services License	SNT	10/1/2023	9/30/2024	\$1,040.00	\$707.20	1	\$707.20
5578323979	SLASR1-AIS	Cisco ASR 1000 Advanced IP Services License	SNT	10/1/2023	9/30/2024	\$1,040.00	\$707.20	1	\$707.20



Products:

Serial #	Service SKU	Description	Support Level	Start Date	End Date	List Price	Unit Price	Qty	Ext. Price
5578323985	SLASR1-AIS	Cisco ASR 1000 Advanced IP Services License	SNT	10/1/2023	9/30/2024	\$1,040.00	\$707.20	1	\$707.20
5578323989	SLASR1-AIS	Cisco ASR 1000 Advanced IP Services License	SNT	10/1/2023	9/30/2024	\$1,040.00	\$707.20	1	\$707.20
SAL2115036B	SPA-8X1GE-V2	Cisco 8-Port Gigabit Ethernet Shared Port Adapter	SNT	10/1/2023	9/30/2024	\$1,295.00	\$880.60	1	\$880.60
SAL2115035C	SPA-8X1GE-V2	Cisco 8-Port Gigabit Ethernet Shared Port Adapter	SNT	10/1/2023	9/30/2024	\$1,295.00	\$880.60	1	\$880.60
JAE25090DK7	SPA-8X1GE-V2	Cisco 8-Port Gigabit Ethernet Shared Port Adapter	SNT	10/1/2023	9/30/2024	\$1,295.00	\$880.60	1	\$880.60
JAE25090DJG	SPA-8X1GE-V2	Cisco 8-Port Gigabit Ethernet Shared Port Adapter	SNT	10/1/2023	9/30/2024	\$1,295.00	\$880.60	1	\$880.60
JAE25090DMC	SPA-8X1GE-V2	Cisco 8-Port Gigabit Ethernet Shared Port Adapter	SNT	10/1/2023	9/30/2024	\$1,295.00	\$880.60	1	\$880.60
JAE25090DKH	SPA-8X1GE-V2	Cisco 8-Port Gigabit Ethernet Shared Port Adapter	SNT	10/1/2023	9/30/2024	\$1,295.00	\$880.60	1	\$880.60
JAE25090DPF	SPA-8X1GE-V2	Cisco 8-Port Gigabit Ethernet Shared Port Adapter	SNT	10/1/2023	9/30/2024	\$1,295.00	\$880.60	1	\$880.60
FOX2450PD3J	UCS-SP-5108-AC4	UCS SP Select 5108 AC2 Chassis w/2408 IO, 4x SFP cable 3m	SNTP	10/1/2023	9/30/2024	\$338.00	\$229.84	1	\$229.84
FOX2451PFRN	UCS-SP-5108-AC4	UCS SP Select 5108 AC2 Chassis w/2408 IO, 4x SFP cable 3m	SNTP	10/1/2023	9/30/2024	\$338.00	\$229.84	1	\$229.84
FDO244705X1	UCS-SP-FI6454	(Not sold standalone) UCS 6454 FI	SNTP	10/1/2023	9/30/2024	\$2,630.00	\$1,788.40	1	\$1,788.40
FDO244705P3	UCS-SP-FI6454	(Not sold standalone) UCS 6454 FI	SNTP	10/1/2023	9/30/2024	\$2,630.00	\$1,788.40	1	\$1,788.40
FDO244705TZ	UCS-SP-FI6454	(Not sold standalone) UCS 6454 FI	SNTP	10/1/2023	9/30/2024	\$2,630.00	\$1,788.40	1	\$1,788.40
FDO244705WH	UCS-SP-FI6454	(Not sold standalone) UCS 6454 FI	SNTP	10/1/2023	9/30/2024	\$2,630.00	\$1,788.40	1	\$1,788.40
FLM24480ALB	UCSB-B200-M5-U	UCS B200 M5 Blade w/o CPU, mem, HDD, mezz (UPG)	SNTP	10/1/2023	9/30/2024	\$604.00	\$410.72	1	\$410.72
FLM24480AKT	UCSB-B200-M5-U	UCS B200 M5 Blade w/o CPU, mem, HDD, mezz (UPG)	SNTP	10/1/2023	9/30/2024	\$604.00	\$410.72	1	\$410.72
FLM2409014T	UCSB-B200-M5-U	UCS B200 M5 Blade w/o CPU, mem, HDD, mezz (UPG)	SNTP	10/1/2023	9/30/2024	\$604.00	\$410.72	1	\$410.72
FLM244905EK	UCSB-B200-M5-U	UCS B200 M5 Blade w/o CPU, mem, HDD, mezz (UPG)	SNTP	10/1/2023	9/30/2024	\$604.00	\$410.72	1	\$410.72
FLM2406077P	UCSB-B200-M5-U	UCS B200 M5 Blade w/o CPU, mem, HDD, mezz (UPG)	SNTP	10/1/2023	9/30/2024	\$604.00	\$410.72	1	\$410.72
FLM24060428	UCSB-B200-M5-U	UCS B200 M5 Blade w/o CPU, mem, HDD, mezz (UPG)	SNTP	10/1/2023	9/30/2024	\$604.00	\$410.72	1	\$410.72
FLM240601MP	UCSB-B200-M5-U	UCS B200 M5 Blade w/o CPU, mem, HDD, mezz (UPG)	SNTP	10/1/2023	9/30/2024	\$604.00	\$410.72	1	\$410.72
FLM2409012F	UCSB-B200-M5-U	UCS B200 M5 Blade w/o CPU, mem, HDD, mezz (UPG)	SNTP	10/1/2023	9/30/2024	\$604.00	\$410.72	1	\$410.72
0M62N-4422L-08V5C-CRCK-AXRHH	VMW-VSP-STD-1A=	VMware vSphere 8 Std (1 CPU, 32 Core) 1-yr, Support Required	ISV1	10/1/2023	9/30/2024	\$690.00	\$469.20	1	\$469.20
4N225-44273-H8V5A-CC3HP-3002M	VMW-VSP-STD-1A=	VMware vSphere 8 Std (1 CPU, 32 Core) 1-yr, Support Required	ISV1	10/1/2023	9/30/2024	\$690.00	\$469.20	1	\$469.20



Products:

Serial #	Service SKU	Description	Support Level	Start Date	End Date	List Price	Unit Price	Qty	Ext. Price
4M235-44KFJ-48L5A-CC3UH-250KH	VMW-VSP-STD-1A=	VMware vSphere 8 Std (1 CPU, 32 Core) 1-yr, Support Required	ISV1	10/1/2023	9/30/2024	\$690.00	\$469.20	1	\$469.20
0M6CQ-04K7J-48V52-CV38M-CJUHM	VMW-VSP-STD-1A=	VMware vSphere 8 Std (1 CPU, 32 Core) 1-yr, Support Required	ISV1	10/1/2023	9/30/2024	\$690.00	\$469.20	1	\$469.20
SPE15340149	WS-C4506-E	^^Cat4500 E-Series 6-Slot Chassis, fan, no ps	SNT	10/1/2023	9/30/2024	\$2,879.98	\$1,958.39	1	\$1,958.39
FXS1912Q2CV	WS-C4506E-S7L+96V+	^^4506-E Chassis, two WS-X4648-RJ45V+E, Sup7L-E, LAN Base	SNT	10/1/2023	9/30/2024	\$2,415.00	\$1,642.20	1	\$1,642.20
FXS1912Q2EA	WS-C4506E-S7L+96V+	^^4506-E Chassis, two WS-X4648-RJ45V+E, Sup7L-E, LAN Base	SNT	10/1/2023	9/30/2024	\$2,415.00	\$1,642.20	1	\$1,642.20
FXS1916Q5TN	WS-C4506E-S7L+96V+	^^4506-E Chassis, two WS-X4648-RJ45V+E, Sup7L-E, LAN Base	SNT	10/1/2023	9/30/2024	\$2,415.00	\$1,642.20	1	\$1,642.20
FXS1743Q3FF	WS-C4507R+E-WS	Catalyst4500E 7 slot chassis for 48Gbps/slot REFURBISHED	SNT	10/1/2023	9/30/2024	\$3,605.16	\$2,451.51	1	\$2,451.51
Subtotal:									\$81,642.15

Quote Summary	Amount
Products:	\$81,642.15
Subtotal:	\$81,642.15
Estimated Tax:	\$7,698.93
Total:	\$89,341.08

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

If you have any questions concerning this quotation please contact sales@hyetechnetworks.com



Terms & Conditions:

Invoicing & Payment

Unless otherwise stated in an SOW, exhibit, or definitive agreement, Hye Tech shall invoice Customer on a project basis. Customer shall pay Hye Tech within thirty (30) calendar days from the date of invoice for any of the Services and expenses provided or incurred hereunder. Hye Tech may charge Customer interest and late fees on any overdue and unpaid portion of the Fees in an amount equal to one and one half percent (1.5%) per month. All payments shall be made in U.S. dollars. In the event Customer disputes any Fees, Customer shall pay any undisputed portion of the invoice containing the disputed Fees.

Suspension

In the event of non-payment of any Fees or other fees payable within forty-five (45) days from the date of invoice, HT may, in addition to any other rights and remedies it may have, suspend Customer's access to the Products and Services.

Request to Increase Funding on Cellular One Agreement

Recommendation:

Staff recommends approval to increase the funding on the expanded partnership with Cellular One for leased line connectivity over a three-year period by \$18,700.00 for a new total of \$889,400.00.

Procurement Process and Budget Information:

Funds were budgeted in Fiscal Year 2023 by the Technology Advancement and Support (TAS) division and Arizona State Contract CTR049876 is utilized to ensure best value for the college.

Summary:

Due to the change in location of the Center in Springerville the non-recurring cost to install equipment at the new location increased from \$5000.00 to \$7500.00 and the monthly recurring costs increased by \$450 per month over the three years of the contract. This comes out to a \$18,700.00 increase to the total contract approved by the board at the February meeting.

The original recommendation from February is included below for reference.



Project Number: BIW-AZ2106-BNPC Date 7/26/2023

Client: Northland Pioneer College

Customer Type: Enterprise Project State AZ

Attention: Leslie Dye

Product Type: WAN Point To Point

Contact: Randy Mifflin

Mobile: (928) 358-7496 Office: (928) 537-0375 x2217

State Contract: CTR049876

Email Address: RMifflin@sunstatetech.com

Demarc	Customer Site Name	Address	LAT	LONG	Bandwidth	NRC	MRC	Term	Initial Here
Z-LOC	NPC Springerville Campus	830 E. Main Street, Suite 230 Springerville, AZ	34° 7'56.75"N	109°16'29.58"W	200 Mbps	\$7,500.00	\$2,500.00	Three (3) Years + (2) One Year extensions	
Z-LOC	NPC Springerville Campus	830 E. Main Street, Suite 230 Springerville, AZ	34° 7'56.75"N	109°16'29.58"W	50-100 Mbps	\$0.00	\$0.00	Month to Month	

Terms and Conditions

1. This Proposal is subject to all of the terms and conditions of the Agreement; provided, however, that in the case of a conflict between the above Service related terms of this Proposal and the terms of the Agreement, the Service related terms of this Proposal shall control.
2. Proposed pricing and services contained herein are subject to change and is contingent upon availability and pricing at the time of the order.
3. SBI dba Cellular One will not and cannot be held liable or responsible for any services that become unavailable at the time of order.
4. All non recurring and monthly recurring pricing in cost proposal is subject to changed based on availability of services at the time of order, Special Construction Cost may apply on a site by site basis.
5. In some cases SBI will be working with a third party to provide requested services which may occur in deviations to SLA.
6. Price Proposal is valid for 60 days and will need to be refreshed in the event that the bid evaluation period extends beyond pricing validity date however with bid award all pricing will be honored
7. All cost contained herein are based on site engineering performed at the time of request in conjunction with estimations of available frequency license, right of ways, Co Locations and available backhaul.

Definitions

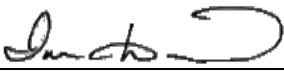
1. MRC - Monthly Recurring Charge.
2. NRC - Non Recurring Charge (Install Fee.)
3. MTTR - Meant Time To Respond.
4. SBI - Smith Bagley Inc. (parent company to Cellular One).

Included in Services:

- * 24-hour Outage Number
- * Secured Network Engineered to 99.99% up time
- * Updates, Network Maintenance and help line
- * Graphs provided of usage and available bandwidth
- * Timeframe to turn up will be provided upon receipt of order

Technical Specifications - SLA

1. Class of Service: WAN Point To Point
2. Availability: 99.9%
3. Frame Delay/Latency: <30ms
4. Delay Variation/Jitter: <20ms
5. MTTR: <4 hours


Signature _____ Date 7/26/2023

Accepted for Smith Bagley, Inc. by Ian Hathcock

Signature _____ Date _____

Accepted for Client by Leslie Dye

Request to Approve Cellular One Agreement

Recommendation:

Staff recommends approval of an expanded partnership with Cellular One for leased line connectivity over a three-year period in the amount of \$870,700.00.

Procurement Process and Budget Information:

Funds were budgeted in Fiscal Year 2023 by the Technology Advancement and Support (TAS) division and Arizona State Contract CTR049876 is utilized to ensure best value for the college.

Summary:

Northland Pioneer College (NPC) has a current lease agreement with Cellular One to provide leased line connectivity to several locations. Leased line connectivity provides hard wired connections that serve as additional, more reliable internet connections than our current wide area network (WAN) which relies on the radio towers. With leased line connectivity comes improved internet performance and increased bandwidth.

Cellular One has expanded capabilities in the region which allows NPC the opportunity to connect more locations to a leased line service. Cellular One will provide a robust Carrier Grade Network using hybrid Fiber Optic and Licensed Microwave technology for delivery of the NPC network services. In addition, Cellular One has been a long-time vendor with NPC and has a proven track record of providing services, responding to outages, and has worked in tandem with NPC as partners to aid in not just supporting our remote campuses but has gone beyond their contracted duty to support our own Microwave Network when called upon.

This recommendation can be extremely beneficial to NPC. As we look for future growth of instruction, and increased bandwidth obligations, our current tower infrastructure will need major enhancements to keep up with the demands of providing higher education in rural and remote locations. The transition to a single ISP will allow us greater flexibility to obtain those goals and set NPC up for success.



The total cost includes one-time non-recurring charges of \$26,500 for Cellular One to install necessary equipment and make new connections. When everything is set up the college will then see monthly costs of \$23,450 as outlined below which, over a three year period, brings the total cost to the requested \$870,700.00.



Northland Pioneer College

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

Project Number: BIW-AZ2106-BNPC Date 1/23/2023

Client: Northland Pioneer College

Customer Type: Enterprise Project State AZ

Attention: Dr. Hazelbaker - President

Product Type: WAN Point To Point

Contact: Randy Mifflin

Mobile: (928) 358-7496 Office: (928) 537-0375 x2217

State Contract: CTR049876

Email Address: RMifflin@sunstatetech.com

Demarc	Customer Site Name	Address	LAT	LONG	Bandwidth	NRC	MRC	Term	Initial Here
Z-LOC	NPC Hopi Campus	First Mesa, Highway 264 MP 397, Keams Canyon, AZ 86034	35° 49' 11.27" N	110° 18' 32.28" W	50 Mbps	\$0.00	\$1,800	Three (3) Years + (2) One Year extensions	
Z-LOC	Holbrook PAD	101 1st Avenue Holbrook, AZ 86025	34°54'3.76"N	110° 9'37.35"W	200 Mbps	\$3,500.00	\$1,200	Three (3) Years + (2) One Year extensions	
Z-LOC	NPC St. Johns Campus	65 South, 3rd West, St. Johns, AZ 85936	34°31'5.23"N	109°22'58.26"W	100 Mbps	\$0.00	\$2,950.00	Three (3) Years + (2) One Year extensions	
Z-LOC	NPC Kayenta Campus	1/4 Mile north of junction 160/163, Adjacent to Post Office	36°42'40.76"N	110°15'5.70"W	100 Mbps	\$1,500.00	\$2,000.00	Three (3) Years + (2) One Year extensions	
Z-LOC	NPC Whiteriver Campus	720 South Chief Avenue, Whiteriver, AZ 85941	33°49'31.55" N	109°58'24.30" W	200 Mbps	\$2,500.00	\$2,200.00	Three (3) Years + (2) One Year extensions	
Z-LOC	NPC Winslow Campus	1400 E. Third Street, Winslow, AZ 86047	35° 1'14.89"N	110°41'1.09"W	200 Mbps	\$5,000.00	\$1,250.00	Three (3) Years + (2) One Year extensions	
Z-LOC	NPC Springerville Campus	940 E. Maricopa Street, Springerville, AZ 85938	34°07'29"N	109°16'31"W	200 Mbps	\$5,000.00	\$2,050.00	Three (3) Years + (2) One Year extensions	
Z-LOC	NPC Holbrook Campus	2251 E. Navajo Blvd. Holbrook, AZ 86025	34°55'48.61"N	110° 8'28.19"W	1 Gbps	\$2,500.00	\$5,400.00	Three (3) Years + (2) One Year extensions	
Z-LOC	NPC Holbrook Campus	2251 E. Navajo Blvd. Holbrook, AZ 86025	34°55'48.61"N	110° 8'28.19"W	300 Mbps	\$5,000.00	\$2,400.00	Three (3) Years + (2) One Year extensions	
Z-LOC	NPC Snowflake Campus	1611 S. Main St. Snowflake, AZ 85937	34°29'13.97"N	110° 4'54.06"W	200 Mbps	\$1,500.00	\$2,200.00	Three (3) Years + (2) One Year extensions	

Terms and Conditions

- This Proposal is subject to all of the terms and conditions of the Agreement; provided, however, that in the case of a conflict between the above Service related terms of this Proposal and the terms of the Agreement, the Service related terms of this Proposal shall control.
- Proposed pricing and services contained herein are subject to change and is contingent upon availability and pricing at the time of the order.
- SBI dba Cellular One will not and cannot be held liable or responsible for any services that become unavailable at the time of order.
- All non recurring and monthly recurring pricing in cost proposal is subject to changed based on availability of services at the time of order, Special Construction Cost may apply on a site by site basis.
- In some cases SBI will be working with a third party to provide requested services which may occur in deviations to SLA.
- Price Proposal is valid for 60 days and will need to be refreshed in the event that the bid evaluation period extends beyond pricing validity date however with bid award all pricing will be honored
- All cost contained herein are based on site engineering performed at the time of request in conjunction with estimations of available frequency license, right of ways, Co Locations and available backhaul.

Definitions


- MRC - Monthly Recurring Charge.
- NRC - Non Recurring Charge (Install Fee.)
- MTTR - Meant Time To Respond.
- SBI - Smith Bagley Inc. (parent company to Cellular One).

Included in Services:

- * 24-hour Outage Number
- * Secured Network Engineered to 99.99% up time
- * Updates, Network Maintenance and help line
- * Graphs provided of usage and available bandwidth
- * Timeframe to turn up will be provided upon receipt of order

Technical Specifications - SLA

- Class of Service: WAN Point To Point
- Availability: 99.9%
- Frame Delay/Latency: <30ms
- Delay Variation/Jitter: <20ms
- MTTR: <4 hours


Signature _____ Date 12/19/2022

Accepted for Smith Bagley, Inc. by Ian Hathcock

Signature _____ Date _____

Accepted for Client by Dr. Hazelbaker - President