

**INDEPENDENCE COMMUNITY COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
Zoom Webinar - 7:00 p.m.
July 6, 2020**

AGENDA

I. ROUTINE

- A. Call to Order
- B. Approval of Agenda Action
- C. Welcome Guests
- D. Mission Statement – Independence Community College serves the best interests of students and the community by providing academic excellence while promoting cultural enrichment and economic development.
- E. Vision Statement – To be a community college that provides an exceptional educational experience by cultivating intellect, encouraging creativity and enhancing character in a student and community centered environment.

II. INSTITUTIONAL OPERATIONS

- A. Purchase of Laptops for Upward Bound Program Action Section 1

III. EXECUTIVE SESSION – Non-elected Personnel.

I move that we recess for an Executive Session for discussion of *(insert subject to be discussed)*, pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session will resume through the Zoom link at *(insert time)*. Those invited to attend are: *(list attendees)*.

EXECUTIVE SESSION – Attorney/Client Privilege.

I move that we recess for an Executive Session for consultation with the College attorney regarding *(insert subject to be discussed)*, pursuant to the attorney/client privilege exception, K.S.A. 75-4319(b)(2). Open Session will resume through the Zoom link at *(insert time)*. Those invited to attend are: *(list attendees)*.

IV. ADJOURN

Action

PUBLIC PARTICIPATION AT BOARD MEETING

Items on the Agenda

Members of the public wishing to address the Board concerning an item which is on the agenda must submit the item through the webinar link provided. There are three opportunities for public comment during regular meetings.

First, the public may comment on any item on the agenda during a period at the beginning of meetings, with a total comment period of ten minutes and individual comments limited to two minutes. This comment period may be extended by Board vote.

Second, prior to each Board vote, the public will be invited to speak directly to the issue being voted upon.

Third, any member of the public may make a lengthier presentation on agenda items, provided that a request for such a presentation is made in writing in advance of the meeting. Permission to make such presentations, and their length, is at the discretion of the Board Chair.

Information to the Audience

The Board members receive the complete agenda along with background material that they study individually before action is taken at the meeting. Any member of the Board may remove items from the consent agenda at the time of the meeting.

Examples of Motions for Executive Session

Remember that a motion to move into Executive Session needs to state the subject, provide justification, and state a time and place for return to Open Session

EXECUTIVE SESSION: Non-Elected Personnel

Sample Subjects: Employee job performance; employee evaluations; or annual review of probationary employees. I move that we recess for an executive session for discussion of *(insert subject to be discussed)*, pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session will resume through the Zoom link at *(insert time)*. Those invited to attend are: *(list attendees)*.

EXECUTIVE SESSION: Negotiations

Sample Subject: Faculty and Board proposals.

I move that we recess for an executive session for the purpose of discussing *(insert subject to be discussed)*, pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3). Open Session will resume through the Zoom link at *(insert time)*. Those invited to attend are: *(list attendees)*.

EXECUTIVE SESSION: Possible Acquisition of Real Estate

Sample Subject: For future expansion.

I move that we recess for an executive session for discussion of *(insert subject to be discussed)*, pursuant to the preliminary discussion on acquisition of real estate exception, K.S.A. 75-4319(b)(6). Open Session will resume through the Zoom link at *(insert time)*. Those invited to attend are: *(list attendees)*.

EXECUTIVE SESSION: Attorney/Client Privilege.

Sample Subjects: Ongoing litigation; a settlement proposal; or a claim made against the College.

I move that we recess for an Executive Session for consultation with the College attorney regarding *(insert subject to be discussed)*, pursuant to the attorney/client privilege exception, K.S.A. 75-4319(b)(2). Open Session will resume through the Zoom link at *(insert time)*. Those invited to attend are: *(list attendees)*.



June 29, 2020

To the ICC Board of Trustees,

I am writing to request your approval to purchase 35 laptops for Upward Bound's Mobile Lab. We have allocated money to purchase the lab for our Saturday Seminar sessions and for UB participants' use for school/UB projects.

We have received bids from three companies are as follows: **Insight Public Sector**/\$32,145.05, **Indoff**/\$29,748.25, and **CDW-G LLC**/\$28,645.05. After comparing the bids, the most cost-effective bid was CDW-G LLC. The reasons are as follows:

1. Lowest bid by \$1,103.20
2. Positive history of customer service

The mobile lab will ensure the continued success of our Saturday Sessions and possibly site visits at each high school if the pandemic restrictions are to remain in effect.

Thank you for your support.

Angela Houston
Upward Bound Director
620-332-5452
ahouston@indycc.edu

QUOTE CONFIRMATION



DEAR BRETT BERTIE,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LMCZ997	6/19/2020	I5 STD	0474895	\$28,645.05

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
HP ProBook 440 G7 - 14" - Core i5 10210U - 8 GB RAM - 256 GB SSD - US Mfg. Part#: 8WC35UT#ABA Contract: Kansas HP Inc NVP Computer Equipment (MNNVP-133 40399AA)	35	5895158	\$818.43	\$28,645.05

PURCHASER BILLING INFO		SUBTOTAL	
Billing Address: INDEPENDENCE COMMUNITY COLLEGE ACCTS PAYABLE PO BOX 708 1057 W COLLEGE INDEPENDENCE, KS 67301-0708 Phone: (620) 331-4100 Payment Terms: VISA			\$28,645.05
		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$28,645.05
DELIVER TO		Please remit payments to:	
Shipping Address: INDEPENDENCE COMMUNITY COLLEGE JIM CORRELL 111 W MYRTLE ST INDEPENDENCE, KS 67301-3316 Shipping Method: UPS Ground		CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION			
	Kelly Peyton	(877) 402-4309	kellpey@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager

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SOLD-TO PARTY 10037501

INDEPENDENCE COMM COLLEGE
 PO BOX 708
 INDEPENDENCE KS 67301-0708

SHIP-TO PARTY

INDEPENDENCE COMM COLLEGE
 1057 W COLLEGE AVE
 INDEPENDENCE KS 67301-8556

Quotation	
Quotation Number :	222378786
Document Date :	03-JUN-2020
PO Number :	
PO Release :	
Sales Rep :	Margery Murphy
Email :	MARGERY.MURPHY@INSIGHT.COM
Telephone :	9374159418

We deliver according to the following terms:

Payment Terms : Net 30 days
 Ship Via : Insight Assigned Carrier/Ground
 Terms of Delivery : FOB DESTINATION
 Currency : USD

Material	Material Description	Quantity	Unit Price	Extended Price
8WC35UT#ABA	HP ProBook 440 G7 - 14" - Core i5 10210U - 8 GB RAM - 256 GB SSD - US OPEN MARKET	35	916.83	32,089.05


Product Subtotal	32,089.05
Freight	56.00
TAX	0.00
Total	32,145.05

PURCHASE ORDER REQUIREMENTS:

Quote Number:222378786

Purchase Order Number: _____

Authorized by/Title: Angela Houston/Upward Bound Director (please print)

Authorized Signature:  Date: 6-15-2020

Thank you for considering Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Margery Murphy
 9374159418
MARGERY.MURPHY@INSIGHT.COM

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

The U.S. government has imposed tariffs on technology-related goods. Many of Insight's OEM and distribution partners have notified Insight that these tariffs will result in frequent and significant price increases. Some of our major partners have already provided Insight with cost increases, in some instances multiple times per day, while other providers are still assessing their

situations. Due to the situation it is possible this quote may be subject to cost changes for Insight which will necessitate changes to the quoted pricing, or withdrawal of the quote.

This purchase is subject to Insight's online Terms of Sale unless you have a separate purchase agreement signed by both your company and Insight, in which case, that separate agreement will govern. Insight's online Terms of Sale can be found at: http://www.insight.com/en_US/help/terms-of-sale-products-ips.html



QUOTE
Quote Date 06/23/2020

8333727

Rick Hensley
Email: rick.hensley@indoff.com
Phone: 620-644-9056 Fax: 620-506-4079

Bill To: Independence Community College
1057 W College Ave
Independence, KS 67301

Ship To: Independence Community College
1057 W College Ave
Independence, KS 67301

<u>Customer</u> 380584	<u>Purchase Order Number</u> Brett	<u>Department/Tag</u>
<u>Sales Person</u> Rick Hensley	<u>Date Requested</u> 2020-06-23	

Customer Instructions

<u>Qty</u>	<u>UM</u>	<u>Item</u>	<u>Description</u>	<u>Unit Price</u>	<u>Extended Price</u>
35.00	EA	HP-8WC35UT#ABA Upward Bound	PB440G7/i5-10210U/14/8GB/256 PC Intel i5-10210U, 14.0 FHD AG LED UWVA, UMA, Webcam, 8GB DDR4, 256GB SSD, AC+BT, 3C Batt, W10 Pro64, 1yr Wrty	849.95	29,748.25

Sub-total	29,748.25
* Estimated Tax	0.00
Quote Total	(USD) 29,748.25

Due to the current trade tariff environment, prices quoted are accurate as of the date of this quote. The current tariff environment may lead to a change in pricing with little or no notification. We will endeavor to update pricing as we are made aware of any tariff changes; we will confirm pricing at your order date prior to finalizing the order with our factories.