



GARDEN CITY COMMUNITY COLLEGE

801 Campus Drive • Garden City, Kansas 67846 • (620) 276-7611 • FAX (620) 276-9573 • www.gcccks.edu

June 25, 2009

Board of Trustees
Garden City Community College
801 Campus Drive
Garden City, KS 67846

Dear Trustees,

The Board of Trustees will meet in a special session on **Monday, June 29, 2009**. The meeting will take place in the **Administrative Conference Room, Student and Community Services Center**, Garden City Community College campus.

7:00 P.M. Special Board Meeting, **Administrative Conference Room**

AGENDA

CALL TO ORDER

- A. Comments from the Chair
- B. Open comments from the public

CONSENT AGENDA

- A. Consideration of bids for Worker's Compensation Insurance coverage
- B. Replacement of Dennis Perryman Athletic Complex parking lot lighting

Upcoming calendar dates:

- July 18: Regular meeting of the board and annual budget retreat, 8 a.m.
- Sept. 13: GCCC 90th Anniversary Celebration, 1:30 p.m. Sunday, Sept. 13.
- Oct. 7-10: ACCT 40th Annual Community College Leadership Congress, San Francisco, CA

Executive Session

Adjournment

Sincerely,

Ron Schwartz, Chair

Carol E. Ballantyne, Ph.D., Secretary

Mission: Garden City Community College exists to produce positive contributors to the economic and social well-being of society
Five Ends: Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, Workforce Development

M E M O R A N D U M
Garden City Community College
Office of the President

TO: GCCC Board of Trustees

FROM: Carol E. Ballantyne, Ph.D.

DATE: June 26, 2009

RE: Workers Comp Insurance

We have received bids for Workers Comp Insurance. We are recommending Accident Fund from Keller Leopold for \$89,516 since it falls within the 10% variance for local businesses. The bids were as follows:

Liberty	\$85,068
Allied General	did not bid
KASB	\$90,342
Accident Fund (Keller Leopold)	\$89,516
Farmers Union (Mario Lopez)	did not bid

Dee talked to Mario Lopez last week and he said he needed some payroll information and he would call Cricket on Monday to get it. Cricket ended up not returning to work until Wednesday. She contacted him as soon as she got the message but he said 2 days wasn't enough time to get his bids.

We will stay with Accident Fund – Keller Leopold for 5 years unless there is a substantial increase in one year or some catastrophic change occurs. We will ask for early quotes for the next year (2 months in advance)

GARDEN CITY COMMUNITY COLLEGE
Workers Compensation Proposal
July 1, 2009 to July 1, 2010

Presented By: Keller-Leopold Insurance, Inc.

Workers Compensation Limits:

Employer Liability: Each Accident	\$1,000,000
Disease-Policy Limit	\$1,000,000
Disease-Each Employee	\$1,000,000

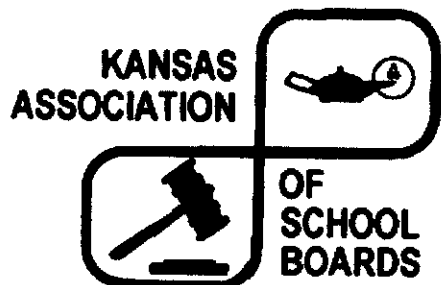
Class Description	Payroll Estimate
	7/1/09 to 6/30/10
7380 - Drivers & Chauffeurs	\$ 33,660
8868 - College Professional,Clerical	9,992,726
9101 – College All Others	650,573
TOTAL	<hr/> \$ 10,676,959

Accident Fund Insurance Company of America

Dividend Proposal – Please see attached dividend table

Total Annual Premium **\$89,516**

www.accidentfund.com



Workers Compensation
 1420 S.W. Arrowhead Rd. Topeka, KS 66604-4024

USD # 710

Contract Date
 7/1/2009-6/30/2010

Deductible Quoted
 \$0

Workers Compensation Fund, Inc.

Garden City Community College #71
 801 Campus Dr

Date
 6/11/2009

Garden City, KS 67846-6333

Premium Worksheet for Year
 2009

Classification of Operations		Number of Employees	Manual Rates (per \$100)	Estimated Payroll (Rounded to Nearest Dollar)	Estimated Manual Premium	Deductible Reduction
7380	Drivers	12	\$4.59	\$37,000	\$1,698	\$0
8868	Professional & clerical	831	\$0.42	\$9,830,000	\$41,286	\$0
9101	All others	45	\$5.48	\$700,814	\$38,405	\$0
Totals				\$10,567,814	\$81,389	\$0

For additional information call:
1-800-432-2471

Workers Compensation

Annual gross premium exceeding \$25,000 may be paid in full or in pre-arranged payments. Those with an annual gross premium of \$25,000 or less must pay in full.

Experience Modification Factor	1.11
Standard Premium	\$90,342
Premium Discount	\$0
Adjusted Premium	\$90,342
Advanced Discount	0.0% \$0
Annual Gross Premium	\$90,342

The annual gross premium will be adjusted at the end of each year based upon actual payroll. Experience modification factors are promulgated by an approved rating organization and are subject to change.



Allied General Agency Company

a member of Nationwide Insurance

1100 Locust Street, Department 2002
Des Moines IA 50301
Tel (888) 314-3434
Fax 866.481.4381
bumpc@nationwide.com



DECLINATION OF NEW APPLICATION

June 17, 2009

Fax # 620-271-0943

JACQUELINE PEREZ
508 COLLEGE STREET SUITE A
GARDEN CITY, KS 67848

Attn: JACQUELINE PEREZ

RE: GARDEN CITY COMMUNITY COLLEGE

Dear JACQUELINE

Thank you for your submission to Allied General Agency. Unfortunately, we will not be able to provide you with a quotation due to the exposure. We currently do not have a market that will write colleges. Sorry I couldn't help you on this one. Please let me know if you have any questions

Again, thanks for thinking of Allied General Agency! We hope to get another opportunity to assist you with your insurance needs.

Our File # 60930.01

Regards,

Carl Bump



Garden City Community College

Workers' Compensation - Quote 636735.1 (Renewal of WC7-141-438394-018)
 Company 7 - Liberty Insurance Corporation

Policy Period 07/01/2009 to 07/01/2010

States Covered
 KS

Employers Liability Limits

Bodily Injury By Accident	\$1,000,000	Each Accident
Bodily Injury By Disease	\$1,000,000	Each Employee
Bodily Injury By Disease	\$1,000,000	Policy Limit

Premium Summary

<u>Entity</u>	<u>Estimated Payroll</u>	<u>Total Manual Premium</u>	<u>Standard Premium</u>	<u>Premium Discount</u>	<u>Estimated Premium</u>
Garden City Community College	10,676,959	80,850	90,013	(7,281)	85,068
TOTALS	10,676,959	80,850	90,013	(7,281)	<u>85,068</u>
*Estimated Payroll	<u>excludes</u>	non-payroll class codes			
**Estimated Premium	<u>includes</u>	Terrorism (if applicable).			
***Estimated Premium	<u>includes</u>	Catastrophe - Other Than Certified Acts of Terrorism (if applicable).			

Terrorism

<u>State</u>	<u>Rate</u>	<u>Amount</u>
KS	0.010	1,068
TOTALS		1,068

Catastrophe - Other Than Certified Acts of Terrorism

<u>State</u>	<u>Rate</u>	<u>Amount</u>
KS	0.010	1,068
TOTALS		1,068

Miscellaneous Charges

<u>State</u>		<u>Rating Units</u>	<u>Rate</u>	<u>Amount</u>
KS	Expense Constant			200
TOTALS				200

M E M O R A N D U M
Garden City Community College
Office of the President

TO: GCCC Board of Trustees

FROM: Carol E. Ballantyne, Ph.D.

DATE: June 26, 2009

RE: DPAC Parking lot lights

It was determined that the DPAC parking lot lights have become a safety hazard. Two have fallen in high winds and fortunately no damage has occurred except to the asphalt. Since we have some dollars left in FY 08-09 we would like to replace all 6 lights before the baseball tournaments at the end of summer before school starts.

The bids include 6 30 foot poles (these are taller than before) with 3 lights on each pole. They are removing 4 poles and all 6 bases The bids are as follows:

Electrical Solutions	\$32,600
3 G Electric	\$35,400
Wallace Electric	\$27,315

Our recommendation is to accept the low bid from Wallace

Garden City Community College

Bid to replace existing light poles in DPAC west parking lot.

June 23, 2009

- Remove existing lighting poles (4). (Two poles came down in wind storm.)
- Remove existing pole bases. (6)

- Re-use existing conduits and wire **if possible**.
- Existing feed is two (2) 277 Volt 20 Amp breakers.

- Replace existing pole bases with new concrete bases elevated at 36" above grade.
- Repair concrete walkways around pole *6' Below grade*
- Furnish and install six (6) new 30 ft round light poles dark bronze in color (see spec).
- Furnish 3 – 400W MH 277 V shoebox fixtures per pole (see spec).

All materials to be equal to attached spec sheets.

Prices will include all labor and materials.

Contact Lyle Bitikofer at 620-271-8936 for questions or to conduct an on-site tour.

Bids must be submitted to Physical Plant by 3:00 pm on Friday June 26th. Bids will go before the board Monday morning.

Electrical Solutions Co.

(620) 275-4423
 (620) 521-7966
 P.O. Box 532
 Garden City, KS 67846

Estimate

Date	Estimate #
6/26/2009	186

Name / Address
Garden City Community College 801 Campus Drive Garden city, Ks. 67846 ATTN: Larry

			Project
Description	Qty	Cost	Total
after conducting a site visit, and going over the specs. for the replacement of 6 light poles along with the concrete bases for the Gym parking lot. Electrical solutions Co. submits a price for the work described below. removal of old light poles tear down and removal of concrete bases Install new conduits stub ups and wiring from pole to pole. pour new concrete pole bases 2 foot diameter by 7 feet deep (3 foot sticking out the ground and 4 foot in the ground) with 1/2 steel rebar and 3/8 rebar tie ins. fix concrete around pole bases Installation and furnishing of light poles per specs. NOTE: In case of light pole concrete base design needed the college will be responsible for providing stamped approved drawings. Sales Tax		32,600.00 0.00%	32,600.00 0.00
		Total	\$32,600.00



June 26, 2009

Larry Johnson
Garden City Community College
Garden City, Kansas

Re: Replace existing Light Poles
Parking Lot Lighting

Larry,

After our visit with Lyle B., I have prepared the following quote for your review. If accepted, Wallace Electric, LLC will demo existing light pole bases (qty-6) We will then install 6- new light pole bases for the new light poles. Each Light pole will Have 3-lights mounted on top. This will be a turn key project for us. We will not be responsible for existing insufficient wiring to light poles, for the amp draw.

Materials and Labor:

Price:.....\$27,315.00
(Twenty-seven thousand, Three hundred fifteen dollars and no cents)

If you have any questions or concerns, please give me a call. 620-640-2023.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Nic Gallardo", written over a horizontal line.

Nic Gallardo
Wallace Electric, LLC