

NORTHERN NEW MEXICO COLLEGE



BOARD OF REGENTS MEETING

MAY 31, 2019



NOTICE

The Board of Regents of Northern New Mexico College will hold a regular meeting on **Friday, May 31, 2019**, at **2:00PM** at the Higher Education Center, Room 207, 1950 Siringo Road, Santa Fe, NM.

FINAL AGENDA

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. COMMENTS FROM THE BOARD**
 - A. Board of Regents Subcommittee Reports – Informational
 - B. Committee Chair Appointments – Action Required
 - C. Review of Committee Charters - Informational
 - D. NMHERC – Action Required
- IV. APPROVAL OF MINUTES**
- V. PRESIDENT’S REPORT AND ANNOUNCEMENTS**
 - A. Celebrate Northern – Informational
 - B. CUP/NMICC Report – Informational
 - C. NNMC Foundation - Informational
 - D. Residence Halls – Informational
 - E. Returning Student Scholarship - Informational
- VI. STAFF REPORTS**
 - A. Provost & Vice President for Academic Affairs
 - 1. Associate of Applied Science in Technical Trades (Plumbing) - Informational
 - 2. Out of Country Travel – Action Required
 - B. Vice President for Finance & Administration
 - 1. Fiscal Watch Reports - Action Required
 - 2. 2019 NMHED Capital Outlay Summer Hearing Documents – Action Required
 - 3. Submission for July HED Facilities Meeting – Action Required
 - 4. VE (Nursing) Building HVAC Repair – Action Required
- VII. DEEP DIVE**
 - A. Facilities Strategic Outlook
- VIII. PUBLIC INPUT**
- IX. EXECUTIVE SESSION**
 - (1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employer;
 - a. No items
 - (2) Bargaining strategy preliminary to collective bargaining
 - a. No items
 - (3) Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant; and
 - a. No items
 - (4) Real estate acquisition or disposal.
 - a. No Items
- X. ADJOURNMENT**

In accordance with the Americans with Disabilities Act (ADA), physically challenged individuals who require special accommodations should contact the President’s Office at 505-747-2140 at least one week prior to the meeting or as soon as possible.

**Board of Regents
Standing Committees**

<p>Committee Name:</p>	<p>Executive Committee</p>	<p>Chair:</p>
<p>Charge:</p>	<p>The committee reviews and advises the board on matters related to institutional and board policies; governmental relations, regent orientations and trainings; and external relations/communications.</p>	
<p>Structure:</p>	<p>Two regents, Vice President for Institutional Advancement</p>	
<p>Responsibilities:</p>	<ol style="list-style-type: none"> 1. Ensure new Regent orientation and continuing education 2. Monitor and suggest improvement to Board of Regents' activities including communication with the college community 3. Assess the effectiveness of the Board as a whole, the committees of the Board and the contribution of individual Regents 4. Advise and assist the Board with development of policy and strategies regarding the college's external and governmental relations 5. Lead the development of, and amendments to Board policies and bylaws 6. Participate in the development of institutional policies 	
<p>Meeting Schedule:</p>	<p>Proposed – Monthly</p>	

Committee Name:	Audit/Finance/Facilities	Chair:
Charge:	The committee reviews and advises the board on matters, activity, and policies relating to financial accounting and reporting; the institution's internal control; risk management; fiscal compliance matters; long-range physical planning; capital projects; and operations and maintenance.	
Structure:	Two Regents, at-large member (financial expert), VP for Finance and Administration	
Responsibilities:	<p>General</p> <ol style="list-style-type: none"> 1. Review and re-assess the adequacy of this charter annually and propose changes to the Board for approval. 2. Review with senior management and outside auditors' significant accounting and reporting principles, practices, and procedures applied by the institution in preparing its financial statements. 3. Receive periodic reports from outside auditors on new accounting standards or practices, if any, that will affect the institution's financial reporting. <p>Internal Control</p> <ol style="list-style-type: none"> 1. Review the institution's accounting and financial-reporting controls with senior management and outside auditors. 2. Make certain that the internal and external auditors keep the audit committee informed about deficiencies in internal control, as well as any instances of fraud, unlawful acts, and other audit-related matters. 3. Ensure that internal-control recommendations made by internal and external auditors have been implemented by the institution. 4. Approve which aspects of internal-control and compliance procedures should be tested annually by internal and external auditors. 5. Understand the nature of significant deficiencies and material weaknesses reported to the committee. <p>External Audit</p>	

1. Procure external audit services. The external auditor will be selected by and report to the audit committee.
2. Review the scope and general extent of the outside auditor's annual audit. The committee's review should include an explanation from the outside auditors of the factors they considered in determining the audit scope, including the major risk factors identified. The outside auditors should confirm to the committee that no limitations have been placed on the scope or nature of their planned audit procedures.
3. Review annually with senior management the fee arrangement with the outside auditors.
4. Inquire as to the independence of the outside auditors and obtain from the outside auditors, at least annually, a formal written statement delineating any relationships between the outside auditors and the institution, including any other services being performed by the outside auditors for the institution.

Internal Audit

1. The institution's internal auditor will report to the Board through the audit committee.
2. Review and approve the internal audit department's annual budget, annual audit schedules, and long-range audit plans.
3. Receive quarterly reports of the internal auditor.

Financial Statements

1. Review the institution's annual financial reports and forward with recommendations to the full Board. These reports shall include, but not be limited to:
 - The institution's annual budget and budget adjustment requests (BARs).
 - The annual external auditor's report on financial statements and the adequacy of internal control, and the adequacy of internal control; and
 - The schedule of federal financial assistance prepared in accordance with the requirements of Office of Management and Budget Circular A-133.
2. Receive an annual report from senior management reviewing the prior year's management letter and updating the committee on corrective actions taken.

Risk Management

1. Establish and monitor formal risk-management programs for finance, compliance, and reputational risks, including:

- An annual report of outstanding and resolved litigation;
- Reports pertaining to major financial risks and the institution's risk-management activities; and
- Reports of the institution's compliance officer, including summaries of conflicts of interest.

Compliance

1. Review the effectiveness of the institution's system for monitoring compliance with laws, regulations, and donor intent.
2. Review the IRS Form 990 and all of its disclosures.
3. Review the effectiveness of and any issues arising from the institution's annual reporting on conflict-of-interest disclosures for faculty, staff, and members of the Board.
4. Review the institution's ethics and conflict-of-interest policies on an annual basis and make recommendations to the Board for changes as appropriate.
5. Establish and maintain whistleblower policies and practices, and receive whistleblower complaints. Review quarterly reports, prepared by the internal auditor, on the disposition of whistleblower actions.
6. Review the record-retention policy on an annual basis and make recommendations to the Board for changes as appropriate.

Facilities Management

1. Consider matters relating to the acquisition and use of the grounds and buildings on campus and other property owned by the institution.
2. Review proposed construction projects and make decisions on the selection of architects for projects determined by the Board to be of special interest; review plans and recommend bids for construction projects.
3. Make recommendations to the Board on the award and execution of construction and equipment contracts.
4. Make recommendations to the Board with respect to the naming of University buildings and other major facilities.

Meeting Schedule:	Bi-weekly
Committee Name:	Student and Academic Affairs
Charge:	Chair: The Committee reviews and advises the Board on issues and topics relating to academic and student affairs as they fall within or affect the general scope of the Board's mandate and responsibilities.
Structure:	VP for Academic Affairs & Provost, Dean of Students, student representative
Responsibilities:	<ol style="list-style-type: none"> 1. Ensure that the College's academic program is consistent with the College's mission and strategies 2. To ensure that the academic and student affairs budget reflect the institution's priorities and long-range academic planning efforts of the Board 3. To ensure that academic personnel policies and procedures complement academic priorities 4. To ensure that the institution's academic programs are appropriate for its students 5. To ensure that the institution assesses the effectiveness of its academic programs 6. To ensure that the best interests of the students are at the center of the board's considerations and decisions 7. To educate each other and board colleagues about students attending the College and the services in place to support them 8. To promote and support institutional efforts to create a climate that is focused on student engagement both inside and outside of the classroom 9. To help ensure that adequate resources for programs and services exists to support students in their learning and development
Meeting Schedule:	Proposed – a minimum of four times per year



MEMORANDUM

To: Board of Regents,
Northern New Mexico College

From: Richard J. Bailey, Jr., Ph.D.
President

Date: May 31, 2019

Re: Board of Regents Meeting Minutes

Issue

Northern New Mexico College (NNMC) provides, on a monthly basis, Board of Regents Minutes from the previous month for approval.

Recommendation

Staff recommends that the Board of Regents approve the attached Board of Regents Minutes for April 29, 2019 as submitted or if applicable, as amended.

**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS MEETING
APRIL 29, 2019**

A Regular Meeting of the Board of Regents of Northern New Mexico College was held on Monday, April 29, 2019, in the Board Room of Northern New Mexico College, Espanola Campus. Regents Present (Roll Call was taken): Damian L. Martinez, Esq., Michael A. Martin, Porter Swentzell, Ph.D., Erica Rita Velarde and Tomás A. Rodriguez. The Board of Regents meeting was called to order at 1:05PM.

Northern New Mexico College Staff Present: President Richard J. Bailey, Jr., Ph.D.; Ricky Bejarano, Vice President for Finance & Administration; Vince Lithgow, Comptroller; Chris Trujillo, IT; Sandy Krolick, Creative Director Communications and Marketing; Jimi Montoya, Director, IT; Sally Martinez, Executive Assistant to the Provost and Vice President for Academic Affairs; Carmella Sanchez, Director, Institutional Research; Donna Castro, Director of Human Resources; Andy Romero, Director, Facilities; David Lindblom, Assistant Professor, FDMA, Creative Director of Canal Seis; Evette Abeyta, Budget Analyst and Amy Pena, Executive Assistant to the President/Board Secretary.

Faculty Present: Heather Winterer, Ph.D., Ajit Hira, Ph.D.; Victoria Erhart; and Simon Voz

Others Present: Bob Trapp, Rio Grande Sun; Joshua K. Jaio Martinez; and John Ussery

I. CALL TO ORDER

Board President Martin called the meeting to order at 1:05PM.

II. APPROVAL OF AGENDA

Regent Martin stated the first item on the Agenda is Approval of Agenda. Regent Martinez stated he would like to move a couple of items on the Agenda. Under VI, Staff Reports, he would like to move the finance portion above the academic portion for purposes of a staff member's schedule. Regent Martinez also stated he would like to move the Deep Dive, VII as the last thing before adjournment for purposes of his schedule.

Board President Martin asked if there were any other comments from the Board or any other additions. With none, Board President Martin entertained entertain a motion to approve the Agenda as amended.

Regent Swentzell moved to approve the Agenda as amended. Second - Regent Velarde. Motion passed unanimously.

Board President Martin stated the next item on the agenda is Comments from the Board.

III. COMMENTS FROM THE BOARD

A. Board of Regents Meeting Dates

President Bailey stated so the last time, there was a discussion about Tomás' schedule and Dr. Swentzell's schedule for meeting dates, and it was decided the Board of Regents decided that we

were going to shoot for the rest of the summer. The Board of Regents was going to try and do Friday meetings and then we were going to look and reevaluate the summer. Regent Swentzell stated starting August.

President Bailey asked if Amy had a schedule for commencement week. President Bailey stated it is tentative, but he thought there was a potential meeting on May 17th? Amy Pena stated this is correct. President Bailey stated he knew Regent Martinez is going to be gone for that one. Regent Martinez stated only because my son is graduating, so I can't miss it.

President Martin asked if this is doable for everyone. Regent Martinez stated he may be able to attend telephonically on that, whenever it is and asked Ms. Pena to send him a call-in number for the meeting. President Bailey asked if there is a time sent for this. Ms. Pena stated 10:00 o'clock. Board President Martin asked Regent Rodriguez, if this would work for him, the 17th at 10:00? Regent Rodriguez stated it would. President Bailey asked if a motion was needed for this. Ms. Pena stated we do need a motion. Board President Martin stated we are just setting the meeting. Regent Martinez stated the Board of Regents is taking action, so yes, they need a motion.

Regent Swentzell asked if the Board of Regents would like to set the meeting after that as well, just to get them on the schedule. Regent Martinez asked if the Board of Regents does the third Friday of the month. Ms. Pena stated it is the third or fourth Friday of the month and she believed President Bailey was going to let Mr. Bejarano drive this because of the Fiscal Watch Reports.

President Bailey stated because of Fiscal Watch Reports, it helps on the business side of the house for us to do any time after the 20th of the month is the goal. So, we would shoot for either the third or fourth Friday or Monday based on scheduling.

Regent Martinez stated he is fine with Friday and asked if Regent Swentzell is kind of hosed on Monday. Regent Swentzell stated when semester ends my schedule opens up a lot, but he is going on travel at the end of June, so I'll been in New Zealand so calling in will probably not work. It'll be 3:00 in the morning there. Regent Swentzell stated maybe earlier or later in July.

Regent Martinez stated during the winter break the Board of Regents generally collapses two meetings into one and maybe for purposes of the summer and travel maybe the Board of Regents could collapse June and July into one meeting. Because he was planning on taking some time off in June also.

Regent Velarde stated being that summer hearings are in July and the College might need approvals, things might change in the meantime. The Board of Regents might want to at least have the Board of Regents meetings right before summer hearings for HED Capital Outlay.

Regent Martinez asked when Summer Hearings take place. President Bailey stated July 29th. Regent Velarde agreed, July, 29th. Regent Martinez stated maybe the week before. President Bailey stated the Board of Regents was going to have the July meeting in El Rito and they were going to do a Board Retreat for all the new Board members as a part of that meeting. Regent Martinez stated possibly Friday, July 19th maybe? Regent Swentzell stated he is pretty sure he going to be on travel that date. Regent Swentzell stated he possibly could roll it the next week or the week before, like the 12th or the 26th?

President Bailey stated what the Board of Regents may up doing, because really to Regent Velarde is right, so the July 29th for summer hearings, we would have to have the packet in a month before that, which is end of June at the latest, so. The Board of Regents may need to do a, we may need to do a special or even if the Board of Regents

does it virtually just for the purpose of approving the Capital Outlay packet and that would be something that we just call in for and then maybe we shoot for the retreat and the Board Meeting on, it would have to be either Monday the 15th or Friday the 12th of July. President Bailey asked if this would work. Regent Velarde stated she believes this would work. Regent Martinez stated theoretically, at this point, he is available except, he has a trailing docket on a police shooting right in the middle of that, so depending on how Judge Martin feels, he might have a trial that week.

Regent Velarde stated she will be in DC from the 8th through the 12th. President Bailey asked if it would be Monday the 15th. Board President Martin stated they should try that. Regent Velarde stated she is clear on Monday the 15th. Board President Martin stated the idea is to have a retreat though, and asked President Bailey if it would be really good for the new Regents to be there. President Bailey stated yes.

President Bailey stated the Board of Regents will shoot for Monday, July 15th, and it will be in El Rito and the idea would be that we would have the actual Board Meeting probably starting at around 9:00AM followed by a lunch followed by a retreat in the afternoon. And would be done by early afternoon.

Board President Martin stated he would entertain a motion to both in July, July 15th. Ms. Pena stated this would be the week of the CUP Retreat. Regent Martinez stated this just put the kibosh on it. President Bailey stated for the audience, the Board of Regents will do a doodle pole in the future. Regent Martinez asked if everybody is good the 22nd. Regent Velarde stated she is good the 22nd. Regent Martinez stated hopefully this thing will go away but he doubts it.

Regent Martinez moved to have the May Board of Regents Meeting on the 17th May, 10:00 a.m. and then have a meeting July 22nd with the retreat at 9:00 a.m. in El Rito and then if the Board of Regents needs a June special meeting they can attend by phone. Second – Regent Swentzell. Motion passed unanimously.

Board President Martin stated the Board of Regents will move on to the Subcommittee Reports.

B. Board of Regents Subcommittee Reports

Academic and Student Affairs:

Board President Martin asked Regent Swentzell to fill the Board of Regents in on what is new. Regent Swentzell Stated first, the Business Certificate Program, the Board of Regents reviewed the documents at the last Board meeting. That's an item here for action (6A). The Board of Regents will be taking action on that so we reviewed those business certificate program forms and then also as sort of a heads-up for, this is pre-informational informational section, there will be the annual program review has occurred, the initial meeting was this past Friday for annual program review and so down the pipeline the Board of Regents will be getting more information because the Bachelor's and Business Administration and the Pueblo Indian Studies Programs were reviewed or are in the process of being reviewed I should say accurately. Regent Swentzell stated he feels like there's one other item. President Bailey stated Plumbing Program. Regent Swentzell stated of course, that's pretty informational as well. The Trades Program and Plumbing and possible other programs as well. That's even pre-informational. So, expect at the next Board of Regents meeting that we will get that more detailed information about that program.

Board President Martin asked Regent Rodriguez if he had anything to add. Regent Rodriguez stated he got it all. Board President Martin thanked Regent Rodriguez.

Audit/Finance/Facilities Committee

Regent Martin asked who wanted to speak for Audit/Finance/Facilities. Regent Martinez stated the Committee had their meeting in lovely Santa Fe on Amy's Birthday. The Board of Regents will be going through the budget for next year and we'll talk about such exciting things as estimated actuals and the budget looks good for next year as Mr. Bejarano will tell the Board of Regents, it's essentially flat other than there is some raises that will be included in the budget for everyone except this guy who chose not to take his raise, which is probably the only President of any school in New Mexico who chose not to take the raise and I've been working with Rick for like 10 years, but Rick has gone above and beyond and is Regent Martinez believes the lowest paid President of any higher education outfit in the State of New Mexico. President Bailey stated but not struggling by the way. Regent Martinez stated but it goes to show you what he's done in putting together a team to bring us out of that valley the College was in and he still chooses not to take raises. So that's great.

Board President Martin asked Regent Velarde any additional comments. Regent Velarde stated she did not but actually the Vice Presidents also had declined it as well, but you know, Rick put him in a headlock and made them take it so. Board President Martin thanked Regent Velarde and stated the next item on the agenda is approval of minutes

IV. APPROVAL OF THE MINUTES

Regent Martin asked if anyone had any corrections, additions, deletions to the minutes from the last meeting. Regent Velarde stated just the corrections that came out. Board President Martin stated if there are not any, he would entertain a motion to approve them as presented.

Regent Velarde moved to approve the minutes. Second – Regent Rodriguez. Motion passed unanimously.

V. PRESIDENT'S REPORT

A. Celebrate Northern

1. Recognition of Board Service

President Bailey thanked Board President Martin and stated he going to make this pretty short, because I know there is a lot on the agenda, but he did want to start out with stating the Board of Regents is a thankless job and he doesn't know personally, but just knowing what they sacrifice in terms of time and energy and really not for a lot of resources for it. They do it because they love this institution and we have one of our Regent Emeriti who is in the audience and he served faithfully as the College's student regent and so the Board of Regents wanted to take a moment to recognize his service to the Board. The Board of Regents and the College is very grateful to Joshua, for everything that he did and President Bailey stated he would like to present Joshua Martinez with a small token that the Board would like to present. It's a certificate of appreciation for his service to this institution. President Bailey asked Mr. Martinez if he would like to say anything, any words of wisdom for the Board of Regents.

Mr. Martinez stated it was really good serving with the Board Members and the support Dr. Bailey gave him and he appreciates all that the Board of Regents does for the benefit of the College and keep up the good work.

B. CUP/NMICC Report

President Bailey stated there are a couple other things I want to mention. I'm going to skip the CUP and NMICC. We are going to have our retreat this summer. Both institutions the Council of University Presidents and the New Mexico Independent Community Colleges are looking at the 60-day session, what went well, what didn't go well, and personally one of the things President Bailey thinks they are going to work on is institutions is making sure that they are as supportive of each other as we can. He thinks in the past there have been challenges where in this culture of scarcity where if the community colleges have a proposal that they're trying to put forward and it doesn't exactly help the four-year institutions that they are not supporting them and visa-versa. So, they need to work together at all of higher ed with one voice at the legislature and he thinks that's our goal for next year. The other thing that they going to look at in the interim period between now and the next legislative session is to look at public awareness campaign for higher education. They are going to look at the potential tweaks to the funding formula, the higher education performance funding formula, which is important for Northern to have that dialogue and maybe a few other issues, but those are the big muscle movements that we're going to have.

Regent Martinez asked kind of tweaks they are looking at

President Bailey stated he could tell the Board of Regents one that we're interested in is that he thinks and not to get on the soap box, but he thinks that there is a fundamental assumption in the funding formula that's flawed and that is that an incoming student at Northern and an incoming student at UNM and an incoming student at Western are all at the same place. That's a flawed assumption because Northern is an open enrollment school and is going to stay an open enrollment school. The College is proud of the fact that it an open enrollment school, but when the College is judged the same way as a school that says here's SAT requirements, here's ACT requirements, here's GPA requirements, then that assumption is flawed. Meaning, Northern invests more time and resources often on students and the College has faculty members who will attest to this, the Colleges invests in that because we know it's important to give students a pathway no matter where they are, as long as they're willing to work their tails off for it, so the College has to give them the tools to succeed. And what President Bailey would like to do and Dr. Lopez and President Bailey are trying to figure a way to do this, but to add a proxy variable in the funding formula that captures the average incoming student level capacity, not just for college readiness. The College commit to developmental programming. The College commit to co-requisite education. All of these things that are important and our students are succeeding with it, but it's an investment in the college. And so, what we want is for schools who are committed to helping pathways for a larger group of students. The College thinks that the formula should reflect that effort and do something in the formula that rewards schools for doing that. So, President Bailey does not have the answer yet, but that's what we're trying to figure out. Regent Velarde stated this makes sense.

C. NMMC Foundation

President Bailey stated on the Foundation, the Foundation board had a meeting in the last two weeks and it was a very productive meeting. President Bailey stated he can't speak to resolutions that the Board had said; however, we discussed the audit and the \$251,000 payment that the college put forward in order to pay for scholarships the last two years and there was an interest in the foundation in transmitting that funding to the College. The College also shared with them, and it's in this budget, the College is stepping up to provide scholarships in the form of really accepting less tuition to the student and it's a scholarship for this year while we allow the Foundation to be analyzed for its specific accounts and to let the corpus grow in the interim. And so, President

Bailey wants to give thanks to the group of professionals here at the college who have volunteered basically to be that scholarship committee for the college and we're really grateful for their time and effort.

Regent Martinez asked if he could ask a question. President Bailey stated he could. Regent Martinez stated it is going to be a question for Ricky. With the ding we took on the audit because of the Foundation issue, will we still take a hit in the audit with the Foundation if they do not repay the full amount by the next audit? Mr. Bejarano stated Mr. President, Regent Martinez, the only way we would take a ding is if we don't address the issue so we'll come up with some type of plan for them to pay back or have them pay back. (inaudible). We're hoping when the audit starts we'll have it paid back.

President Bailey stated if he may to add on to that, the other way he thinks the College would have been dinged is if we hadn't acted on the College's expenses and what the College is funding. Actually, there is a very, and he is not just saying this because Mr. Trapp is at the Board of Regents meeting, but there was a good article in the Sun about this and it's why the College took the action we did before June 30th because it needed to be able to show the auditors that as of June 30th the College is not now spending on Foundation operation spending.

D. Residence Halls

President Bailey stated there was a discussion at the Audit/Finance/Facilities Committee regarding residence halls. There are some challenges to, and even if someone came to the College right now with \$20 million dollars and said they wanted to build a residence hall on the campus, there is a committee that the Higher Education Department chairs with a multi-agency team that still has the right to tell us whether or not we can do it. And there is a real concern about square footage and so there are some challenges that the College is going to have to address; however, the College is not going to give up on it. The College going to meet with former Regent President, Kevin Powers has offered to serve as an advisor for the College on this. The College will be planning on going down to Albuquerque to meet with him in the coming weeks and we are going to look at public/private partnerships to allow us to do this. As ambitious as it is every month counts in this effort. The College want to get an RFP out as soon as we can. The question for us is going to be whether or not the College can either give part of our land in a sale to do this to a private investor or whether or not private investors would have to purchase property adjacent to the College and then build on that. There is still a lot of good will and President Bailey thinks there are investors who are interested in doing this and the College has a lot of students who I know would benefit from having residences here. Regent Martinez stated President Bailey needs to keep in mind long-term ground leases.

President Bailey stated, yes, absolutely. The issue we're going to have with that committee is the long-term maintenance plan and so he College either needs to partner with an agency so that they own it, operate it, maintain it long-term, well that might be the only way.

Regent Velarde stated she believes that is the only way and the College we can discuss it further with Gerald Hoehne of HED, but that's really going to come down to it.

Regent Martinez stated he does not want people to think that we're trying to get dorms just because we're trying to get dorms. It's a real safety issue for our student athletes. A couple years ago one of the females, he believes it was basketball player, because they rent from people in the local economy, the place was substandard. Most people wouldn't live there, but we're putting our

athletes in these places and there was someone in her apartment and it's a safety issue for our students so people can be parents can understand that when they send somebody to Northern, we're not going to put them in an area of town where there's no oversight of their 18-year-old kid and I never want to be on the phone call or get the phone call that says something happened to one of our students because they're living off campus in a place that's probably not as safe as a dorm facility. Not that things don't happen in dorms, but it's a safety issue and people entrust us with their kids, not just their education but their safety, and that's how Regent Martinez thinks is one way that the College can address it with the powers that be who will tell us no, one or two times before it gets where we need to go.

Regent Velarde stated this has been discussed at HED for a few years now she thinks. She thinks every time Dr. Burke gets a little perturbed by it because he said no and when he says no, so that's why we need to really discuss with Gerald how we can find a way to still complete what we're looking for so that we can provide that for our students and still abide by their guidelines.

Regent Martinez stated Dr. Burke won't always be there and if he doesn't want to do it well then we'll go to the press and say he's the one that doesn't want your kid safe and then he can deal with the press. Regent Martinez stated he understands how politics works, he's not a politician. Regent Martinez only care about this school, not Dr. Burk's ego.

Regent Martin asked President Bailey if he has anything else. President Bailey stated he did not and that covers it. For everyone, clearly the College is going into this eyes open, they understand the need. The College will work to make this happen and this is all President Bailey has.

Board President Martin asked if there were any comments from the Board of Regents, if not, they would move on to the Staff Reports.

VI. STAFF REPORTS

A. Provost & Vice President for Academic

Mr. Bejarano thanked Board President Martin and members of the Board. Essentially the first item of business is the budget that the Board of Regents received by email last Thursday. For all intents and purposes, the budget is flat with the exception of the compensation package, which was approximately \$392,000, which allows for a 4% increase for regular employees, that would be full time and part time and other appropriations that he will bring up in a minute. With regard to the adjunct faculty, currently the CBA is in negotiation but the College anticipate and the College from other sources going to be utilizing other sources to get them up to a more acceptable level. The Adjuncts are some of the most underpaid in the whole state so that's a critical need. The other thing is we anticipate it will be at a least a 4% if not more.

Board President Martin asked if this was for the adjuncts. Mr. Bejarano stated that is correct. Mr. Bejarano stated with the adjuncts because they are not full time, they are not teaching all the time, and it's basically we pay as we go so that allows us a little bit of flexibility and so the College thins it in a good step there. Mr. Bejarano pointed out there is no tuition increase for students, so he does not know how long the College will be able to sustain that, but for the current period of time the College scrubbed the budget every which way they can to, unlike a lot of our brother and sister universities and colleges, I think we are the only one that's not increasing of the four year is that correct? Regent Martin stated that is great. Mr. Bejarano stated the College are the only ones that are not seeing the tuition increase.

Regent Velarde thanked the College for this and congratulated the College. She knows it was a sort of a curved ball and the College had kind of already had come up with all the different numbers and she thought okay we have it and then all of a sudden it came up differently. Regent Velarde thanked the College for this and for not having to increase tuition for our students because that is super important.

Mr. Bejarano stated the College will be maintaining the mandatory 3% fund balance. This year we're going to wind up at about 4%, but he did want to mention that the College used fund balance every year. That's just a reality that the College has been in, but this year the College be using \$200,000 less in fund balance. Each year the College has gone down in the amount that it had to use. Last year the College used \$840,000 in fund balance. This year what the College is projecting is \$640,000. So, the estimate was high for last year intentionally, so this way the College could come back and tell the Board of Regents that the College didn't spend it all, or the College does not intend to spend it all. With that Mr. Bejarano had Evette talk about the special appropriations

Ms. Abeyta stated this year and in the Board Packets, she just want to mention that this is the first year, on page 45, where Mr. Bejarano actually submitted a memo to the State Budget Division and for the first time the College were asked to submit allotment forms for those special appropriations and basically the reason for these allotment forms is just indicating that to this date, Budget Division that the College will not be spending one of the items, which is for the Anna Age Eight that was budgeted for multi-years starting in FY19 and through FY20 and so they just basically wanted to know why they College wouldn't be spending it starting 19 and so Mr. Bejarano is giving us justification there and there are different variables for not budgeting it right now.

Mr. Bejarano stated this is anomalous but we think it's going to become an ongoing thing. He does not know of any agency or institutions that have had to justify on a multi-year appropriation not spending right away. So, the College needs to keep track of them and also, it's a good bellwether for the future that when the College requests certain appropriations that it makes sure that it is not going to start until July 1 that it asks the sponsor please don't put an emergency clause in it because now the College going to have to justify not using it. So essentially with an emergency clause, which this had, once the Governor signs the bill it can be spent right then, which is in this current fiscal year; whereas most other appropriations push out into 20 in this case, into the 20th fiscal year. This is the first year evidently that the College has been requested a justification. Agencies have had to that in the past but outside institutions have not.

President Bailey stated just for everyone else's edification, so the Anna Age Eight Institute is the initiative that Northern did this year with the legislature because the College wanted to create an institute for the study and prevention of childhood trauma, well that institute was always planned to start July 1st. The whole purpose of it was to use the spring and the summer to look at how we were going to initiate this and how they were going to implement the three pilot programs in Socorro County, Dona Ana and Rio Arriba and so now because of the way that DFA scored it, there was a question about okay well are you going to have to spend some of that money in FYE19 like right now. What the College does not want to do is rush into spending money just to spend money and not do strategically what it needs to do invest that money. It's a little over \$1 million dollars, which is great and it's more than they started with, but they want to be very thoughtful about how we spend that money and so part of what this is doing is telling the State that hey, with this institute they are planning to start in July and so it is going to be an FY20 spend plan. Regent Martin stated this is great.

Mr. Bejarano stated even though the legislation might have stated recurring, all our specials came out of the Junior Bill, is what it's referred to, are nonrecurring. So DFA has the authority to come back and score them as nonrecurring based on the economic outlook or the probability that the level of revenue statewide will remain the same. So, I Mr. Bejarano thinks that there was some talk about everything being recurring initially, they are nonrecurring and he thinks the Board of Regents needs to be aware of that. So, what that means is the College will have to go back next year and ask for these amounts. Mr. Bejarano asked if there were any questions on the budget and stated he thinks he needs an action to allow College to submit it to HED and DFA?

Regent Martinez asked if Mr. Bejarano wanted the action on the special allotment first. Mr. Bejarano stated yes.

Regent Martinez stated he would move that the Board of Regents the letters written on page 45 to send to DFA for the purposes of spending money allocated in 19 and 2020. Second – Regent Velarde. Motion passed unanimously.

Board President Martin asked for a a motion on the budget.

Regent Martinez moved to approve the 2020 fiscal year budget as provided in these reports. Second – Regent Swentzell.

Mr. Bejarano stated the College needs on more motion on the on the final budget adjustment request that has to be submitted as a part of the budget.

Regent Martinez moved to approve the final budget requests, BARs that need to be submitted with the budget. Second – Regent Rodriguez. Motion passed unanimously.

2. Monthly Budget Adjustment Requests (BARs)

Mr. Bejarano stated the next item is regular budget adjustment requests. Mr. Bejarano stated this did not need to be done because they are already in the final requests.

3. Final Budget Adjustment Requests (BARs)

This was covered in the final requests

4. President's Discretionary Account for FY20

Mr. Bejarano stated the next thing we need is the President of the college, not the President of the Board of Regents, we clarified that, but the President of the College has a discretionary fund and the fund is essentially for everything from unanticipated travel, promoting the College, so essentially it gives the President the discretion to spend this fund as essentially as he sees fit to promote Northern to the rest of the world. So, the actual resolution is a paragraph giving him the authority, but there's an attachment to that, that basically states what the president can spend that on and what he cannot.

Mr. Bejarano stated a new one was passed out and the Regents at the Finance Committee recommended that the College make it very clear that it's the College President not the Board of

Regents President that is spending this money. The also added that disbursements from the College president's discretionary funds are reviewed and subject to final approval by the Board of Regents President or Board of Regents Vice President.

Regent Martinez stated he would like to point out that this is the second year that Dr. Bailey has been given a discretionary fund. Before last year, he was paying out of his pocket for all the stuff he was doing on behalf of Northern from taking people out to business lunches, to all the stuff that he does. If you read his Saturday and Sunday email you guys understand (inaudible). So that's the reason because Dr. Bailey shouldn't have to be spending his own money to promote the school and do stuff that's required of him. So that's why that's there and Regent Martinez just wanted to point it out because he knows everyone wasn't on the Board when this first came up.

Regent Swentzell thanked Regent Martinez for clarifying and asked in this regard, he was curious since this is the second year that this has come up, how does this compare to the previous discretionary amount. Regent Martinez stated last year we gave him \$75, I think in a sock. I believe it's the same amount. Regent Swentzell stated that may be a question for you President was that sufficient or how did that work? President Bailey stated he would will say that Vince Lithgow and Amy Pena pulled their hair out this morning trying to figure out. So, the College will come to the Board of Regents with a report. Mr. Bejarano the amount is really low, especially compared to other presidents, is very low and probably does not cover everything, but it's what we have that we can spare. Regent Martinez stated we did get him off his requirement of last year that he have a private jet always available. He dug his heels in on that one.

Mr. Bejarano stated the allowable items are meals, for example with donors, with politicians with everything under the sun. For hotels, what the College would like the Board to approve is currently it follow the procurement protocol the rest of us do, but for the president's discretionary fund it would like to not limit him to that he has to rather than stay in downtown Santa Fe, stay on the edges of south Santa Fe in order to meet the 35-mile requirement. The College would like to have that in writing and the rates, basically hotel rates it does not want our President meeting somebody at Motel 6 because it's what is allowable under the per diem. Especially sophisticated donors and what not probably expect to meet at La Fonda or at Red Roof. Regent Martinez asked if on the 35 miles, is that 35 miles from Espanola or 35 miles from El Rito. Mr. Bejarano stated it is from Espanola, post of duty. Regent Martinez stated he lives in El Rito. Mr. Bejarano stated it is not from your place of residence.

Regent Velarde asked if it is not. Mr. Bejarano stated it is from your post of duty. Regent Martinez stated he works one day a week in El Rito. Mr. Bejarano stated because he only works one day out of El Rito, would have been a tough sale. Regent Martinez asked if this will allow him to go to dinner with him and not have to take an Uber to Cerrillos Road. Mr. Bejarano stated and allow him to pay instead of making you pay. Regent Martinez stated that is only because there is stuff on here that he can't pay for. Mr. Bejarano stated and also gifts and gift cards, mileage, same thing with the 35-mile requirement and any fees incurred for public events. For example, if the College wants him to attend a certain event and there is a certain fee or any costs associated, the College would like for those to be able to come out of the discretionary fund. Regent Martinez stated it has alcohol and it can't pay for his tickets. Mr. Bejarano stated this is correct. The College will not pay for bail, speeding tickets, parking tickets. Actually, parking tickets are the most common and alcohol. Regent Martinez stated the alcohol thing, he has gotten to go to several president things at different universities throughout the state and there is alcohol. Mr. Bejarano stated he believes this is the only President who is not allowed to spend money on alcohol from the discretionary fund. Regent Martinez stated if we wanted to have something for Northern, homecoming or alumni

are coming together, and we wanted to have some wine and Coor's lite since it's the best beer out there. Mr. Bejarano stated you can do nonalcoholic.

Regent Martinez asked if there a way for the College to do that without requiring out of his own pocket. I mean because you go to every College President's coffee during homecoming and there's no coffee there, there is booze. Mr. Bejarano stated there is not, under this plan. The Board has the authority to throw alcohol in, but in light of what's happening with every other university and college, we felt it was better to do this. Board President Martin asked for a motion on this.

Regent Swentzell moved to approve the President's Discretionary Account. Second – Regent Velarde. Motion passed unanimously.

5. Fiscal Watch Reports

Mr. Bejarano asked Mr. Litghow to briefly go over the Fiscal Watch Reports. Mr. Litghow stated on page 200, which begins the Fiscal Watch Reports. Mr. Bejarano stated he would like to ask the Board not to get too excited over the \$5 million cash balance. Mr. Litghow stated on page 200 is a statement of net position, so as Mr. Bejarano alluded to, cash as of March 31st the College had \$5 million dollars in cash. The College also had a nominal amount of \$1.3 million dollars of receivables as it went on. So, the College was doing pretty well, but then it also has our liabilities, which significantly reduced that. Most of that is (inaudible) and financial statements he thinks the two last month were liabilities that we paid into pensions and other expenditures. And so, at the bottom of the page our unrestricted is about \$1.9 just over \$1.9 million, which is about 4.5%. So, the College is well above the 3% balance that we need to maintain. Going on to page 201, one is the summary of the current expenditures. Total revenues as of March collecting stuff are 75.6%, so the College is three-quarters of the way through the fiscal year and has collected 75.6% already, which is good. Expenses on the other hand are 67%. So that means the College has been towing the line, but as Mr. Bejarano eluded it has a whole flood of year-end purchasing that is going to askew that back up. Right now, the College is looking pretty good. The College has met our internal deadlines for budget adjustments and for our procurements so we're busy processing them right now.

Mr. Bejarano stated the purchase requests were due now for the rest of the year on Friday. Any others are going to be done by exception and the reason the College did that is has got to be able to close out the year timely this year. This helps control spending immensely. Board President Martin thanked Mr. Bejarano.

Mr. Litghow stated the processed 107 bars this year as compared to the member (inaudible) over 600 budget adjustment requests so the staff over the last years have been consistently been groomed and enlightened how to budget, what are budgets, so the College has as few as adjustments as necessary. That has also helped us go through this process. Board President Martin asked if there were any questions of the Comptroller. If not, he would entertain a motion to approve the Fiscal Watch Reports.

Regent Velarde moved to approve the Fiscal Watch Reports as presented. Second – Regent Martinez. Motion passed unanimously.

6. Energy Audit.

Mr. Bejarano called on President Bailey to present this section of the presentation. President Bailey stated he loves that the College has Regent Velarde on the Board, who is the preeminent state expert on energy audit and so very, very briefly, the College is still in the middle of an energy audit with Ameresco for both campuses. The College is exploring options with them on how to utilize green energy initiatives on both campuses. The College plans to come to the summer outlay with very a specific package looking specifically in El Rito too because he thinks we have an opportunity there to utilize some renewable energy, infrastructure alternatives that are going to dramatically reduce the cost of business there and this is in line with one of the budget promises that the College made to everyone else is that retail and the expenses that the College is making in our retail we have got to find a way to make that self-sustaining and one of the ways to do that is to offer some programming there and do it in a way that minimizes our costs. And the biggest cost every year with that campus is heat and propane. And so, President Bailey is excited about what the College is going to be bringing to them. The College is are hosting the summer outlay sessions here in Espanola, which is great and it shows he thinks is really good will with that committee, but the College want to have all its ducks in a row by then, President Bailey thinks and Andy Romero is at the Board Meeting, so they know that they have to have that summer outlay package put together here in the next several weeks so the College is planning on sometime early June to have a special meeting probably telephonically with the Board to do it. Mr. Romero stated it is due the first week of June. Like right at the beginning of June.

President Bailey asked Regent Velarde anything you want to add to that?

Regent Velarde stated they are just working on it. She has a meeting with them, a telephone meeting, this week to touch base on where they are at. She knows that they are getting some numbers regarding some solar potential here and it looked really good. And they had also met with somebody from Jemez Electric.

7. El Rito Plumbing Project

Mr. Bejarano stated the final item is the El Rito Plumbing Project and that's water to the dorms so the College so we can do some special projects. The Board of Regents received the description of it in their packet and then today they should all have this breakdown.

Regent Martinez asked if this was going to be more formalized. Mr. Bejarano stated it is. Regent Martinez asked if is just a firm, no one is coming back with change orders saying they need another \$20,000. Mr. Romero stated no. What it is this is what the College could get right now so that it can get it approved. It has to go up to HED and it has to go through CES, so if the College has to get all of the persons the CES requires for us to put into it, so it's going to be really more dignified than what this is. This is for the College to be able to move forward and to be able to get a signature and approval so that it can send it to HED so it can get that approval from them. So, it's more of a packet that has to come out, this is just more of us getting the approval from the Board saying that it can move forward and go to HED now and that's for that approval because there are still more approvals to go before we can actually start this project.

Regent Velarde asked if there is a reason why the College is using CES. Why we are going to them because that costs. Mr. Romero stated because that's the one that our contractor is under. They are not under the State but they are under CES. Regent Velarde asked if the College can use a contractor that's under a state price agreement so it is not paying the percent. Because CES is a

contracting agency throughout the state, but they charge a percent on the project that they put in their pocket and so it adds costs to us. She knows the College needs to do this right away, but isn't there another person who is maybe on a state price agreement that we could utilize without a 1% fee?

Mr. Romero stated he does not know of here in Northern New Mexico unless Regent Velarde does do, but he does know the other part we want to do is try to keep it local to our companies that here at Northern New Mexico because if the College start going out of state, then those are the big ones in Albuquerque and further down south, and he would really like to keep it all localized as well.

Regent Velarde asked when Mr. Romero looks at starting. Mr. Romero stated whenever he gets approval. Regent Velarde asked if he is going to the May meeting for HED for Capital Outlay to get approval. Mr. Romero stated yes.

Mr. Romero stated he would submit it right away because this is under the \$300,000 so the College does not have to present it to HED, the College just has to submit to them. The College has to send the packet to Gerald and Gerald will be the one that will look it over and give the approval for it or not. Once the College gets the approval then it can start construction at that point.

Regent Velarde asked if the Board of Regents minds, she work with GSD. GSD runs the state purchasing department so she can look up price agreements. She would like to at least see if she can find a provider in Northern New Mexico on a state price agreement where the College is not paying a 1% extra fee just for utilizing the contract. Because what CES does is you're paying 1% of the overall project cost just to utilize their contract.

Regent Martinez stated he agrees we shouldn't spend more money than what we have to, but in order, and correct him if he is wrong, if we were to do that and he has no issue with it, the Board of Regents would then need a special meeting to approve if you find something new or if you don't find something new, the Board of Regents is going to need a special meeting to approve that, which can be telephonic. Regent Velarde stated Regent Martinez is right.

Mr. Romero stated the College needs the Board's approval prior to what's going further.

Regent Velarde asked if from now on for maybe for the future here on out before we just go straight to CES, because every time we use CES we're just spending unnecessary money, and she would like to utilize statewide price agreements because they're free.

Regent Martinez stated he thinks in the past the College has not just used CES.

Mr. Romero stated that is that is what the College normally uses.

Regent Velarde stated this is what the College normally does, so it is paying 1% for no reason on every contract we have. She would like to try and not.

Regent Martinez asked Mr. Romero to get the, just so they know for the future, let the Board of Regents know who would be on the contracts so they can have not only a package but a database so next time something comes up

Regent Velarde stated yes, it's a statewide price agreement, so if she could get a link and send it out to everybody on an email, so that you can just go to the statewide price agreements and look up plumbing or whatever and who is on the statewide price agreement and you can call them up so that we're not paying more.

Regent Martin stated with no further questions he would ask for a motion to approve the El Rito Plumbing Project.

Regent Martinez stated he would approve the El Rito Plumbing Project. Second - Regent Swentzell. Motion passed unanimously.

Regent Velarde stated the Board of Regents is going to need to add a cost on to here because if they are just going to approve an amount, this is what they're quoting us but the College is going to also pay a 1% fee on this. So, if the Board of Regents is going to approve an amount it needs to add a 1% fee onto this because that's what it is actually paying.

Regent Martinez stated he could do that. He thought it was already included in the price.

Mr. Romero stated it is included, from my understanding it's already included in the quote. They're working through the CES, so in order to do this it is in the price.

B. Provost & Vice President for Academic Affairs

1. College of Business Certificate Program.

President Bailey thanked Board President Martin and stated he is sitting in for the Provost today, just so everyone knows, Dr. Lopez is doing a site visit for the Higher Learning Commission (HLC), he was selected as a peer reviewer, which is a really high honor, meaning he goes now to do accreditation visits at other colleges. It just so happens that today he is at President Bailey's alma mater at the US Air Force Academy so I told him to take it easy. The College is really proud of him. I'd also like to recognize, so we did an informal reading, page 29 in your packets, the Board of Regents is looking at two approvals today that the College is asking for. The Board of Regents had a chance to read these informally for the last reading. The two programs are a certificate in Project Management, which starts on page 30 and a certificate in a Microsoft Office Suite, which starts on page 37. The Board of Regents went through this for the last meeting, at the end the Board of Regents will see the required approvals from all of the different committees to include the Faculty Senate, on page 34. President Bailey stated also present are Professor Erhart and Professor Voz, who are affectionately known as the odd couple, President Bailey does not know how they got that moniker and doesn't know which one is the Jack Lemmon and which one is the other, but they are both fantastic educators and the College is really proud of them. So, if there are specific questions they're here to answer any questions about the curriculum design. As President Bailey understand it, these are, once the Board approves these certificates are basically good to go. There is a notification that the College gives to HED and to the Higher Learning Commission, but it's just notification. This is the actual approval point.

Regent Martinez asked what the costs of these are.

President Bailey stated the cost as he understands it are negligent because these are already courses that the College is offering. Regent Martinez stated he apologizes, he meant the cost to the student. President Bailey stated it is just within the College's regular tuition. It's just within our regular tuition.

Professor Erhart stated these are just pullout courses for certificate courses we already offer, so there's no special fees or anything associated with them. No new equipment is necessary for these. It's basically a fast-track to employability at the lab.

Regent Martinez asked if the students could get the certificate and continue on. Professor Erhart stated absolutely. Regent Martinez stated so the student do not have to have to go back and take the class again. President Bailey stated no and actually Regent Rodriguez brought up a really good point in the committee in that one of the goals in doing this is so as Professor Earhart said the idea that the certificate could open doors to direct employment. The other is that there is an inspirational second order affect here for students that once they have these courses, even if they're working toward an Associate Degree, that once they have the courses complete for their certificate it's a way for us to acknowledge their progress.

Professor Voz stated if you look at the courses for Project Management, the classes are only 300 and 400 level classes, they're not 100 and 200. He already has people lined up who want this, who have Bachelor Degrees from other places who work at a lab. In fact, last week he had two or three people that were in his office going over this with them because they needed for promotional reasons at work. Regent Velarde stated even just at the State that would be helpful as well.

President Bailey stated he promised this is not the driver for this, but the other net benefit is that the college in terms of the higher education funding formula, the College gets credit for completed degrees and certificates, so this is actually a good move from a higher ed performance standpoint too.

Regent Martinez asked if there are there any other schools in the state that offer this certificate program. Professor Erhart stated there are no other schools that offer a certificate, or Mesalands offers she believe an Associates in Office Administration, but does not think there are any other entities in the state that offers a certificate. Santa Fe Community College does not nor does UNM Los Alamos.

Regent Martinez asked if this is the type of program that's going to be able to be taught remotely so if other people from across the state want to take the certificate program you can have somebody doing it. Professor Erhart stated yes. Regent Velarde stated this is great.

Professor Erhart stated people who are learning Microsoft Office special skills need to have computer skills so they will be able to take these courses on line as well.

Professor Voz stated in the case of the project management classes, some of them are online, but the College piloted this semester in one of his classes. He teaches mainly only project management, where he had a student zooming in to class that is doing very well. In the case of certificates with project management, there's UNM Albuquerque and CNM have two, but they are only through their continuing ed, they're not really credit based, so they are the only competition the College has for certificate and since it is pulled from the Bachelors and the College is the only school in New Mexico that has a Bachelors in business that has an emphasis in project management. President Bailey stated it is the only accredited project management program in the state.

Board President Martin thanked everyone. President Bailey stated the College is asking for approval of these two certificate programs, Certificate in Project Management and Certificate in Microsoft Office Suite.

Regent Swentzell moved to approve the Certificates in Microsoft Office Suite and Project Management. Second – Regent Velarde. Motion passed unanimously.

Board President Martin thanked everyone and stated the Board of Regents is on Public Input. Regent Velarde stated the Board of Regents had to go back up to the Provost & Vice President for Academic Affairs. She then stated the Board of Regents had already done it.

VII. PUBLIC INPUT

Board President Martin asked who would be addressing the Board of Regents. President Bailey asked if Professor Erhart and Professor Voz had anything else for the Board of Regents for Public Input. Professor Erhart stated she will be beginning the Microsoft Office specialization with a boot camp to offer Word and Excel in concentrated two-week of courses in order to jumpstart the first cohort for the Microsoft Office specialist training.

Professor Voz stated this is going to start in the fall with the regular classes. We don't have any of these classes for the summer, but it starts in the fall.

President Bailey stated he would also like to brag about these two helping out with our expo and job fair and Simon in addition to that made a very nice speech stew that was pretty much everybody. Because she walked in, President Bailey also want to recognize Carmella Sanchez, so the College was talking about the scholarship committee and Ms. Sanchez is the one who basically has taken on the role of doing the survey and the scholarship application for students and so she's been working really well with that committee.

President Bailey last on the Public Input is Mr. John Ussery.

Mr. Ussery stated he knows the Board of Regents guys get tired of him talking about biomass, but they had a great meeting in El Rito for the community talking about the future of the community college in El Rito and the energy options and there's been a lot of things going on. The College had the Renewable Energy Festival over the weekend and in the past month he has been talking to a number of organizations in the country about the opportunities for combined heat and power demonstration and he thinks there may be a potential for some taking a leading edge in matching forest restoration with biomass heat and generation of power to backup that solar rate during times when the sun doesn't shine so much. I was talking to Carl Kinopsis and they are doing the micro grid project for Santa Fe Community College and it looks like there's a real option for micro grid when the College has the solar array and he was just asking well how interested the college is in general. Mr. Ussery told him he would bring it up at the Board of Regents Meeting so he thought he would keep the Board of Regents informed. He is getting a lot of feedback from the unfunded proposal that we made to New Mexico EPSCOR to do a conference to bring together some of the leaders in biomass and forest restoration and energy and it is supposed to be between 8 and 12 participants in an innovation working group and Mr. Ussery sent out some invitations for who might be interested and like 30 said yes and so out there, there is a lot of support for these ideas among the community. But as noted, this is unproven. The previous experience with biomass in Northern Mexico is dismal and Mr. Ussery thinks a whole different approach is needed and our biochar project may be the leading edge of that. So, Mr. Ussery stated he would like to say that he

started working on it and he has energy options for the El Rito campus where they're going to update, but it's on the legislation that's passed that can really affect it. The HB266 of Forest and Watershed Restoration Act funded \$1 million dollars to work on projects, so he thinks that if the College approaches them it would have a fair degree of success. Buck Sanchez who is a Region III USDA Biomass utilization coordinator has been pushing for a distributed energy smaller scale proposal to them and that's up to \$300,000 that can buy equipment. There is a couple other opportunities (inaudible) who are interested in a tribal connection, they're doing an awful lot of restoration up here in the Southwest (inaudible) and he was talking to Terry Connelly who is running their Pelican or their other harvest operations up there. So, this is going on and Mr. Ussery thinks the College can really participate and be useful in training and all of that. One of the things that the College has been planning to do for a long time, since September, is having a continuing ed class for the installers of solar array. So, the College is going to try to pull that together before the array happens and work on a continuing ed approach where we can and Zeke been great helping and Steve Clarks (phonetic sp.) as well in submitting proposals. The College is hoping that the GEO science pathways proposal comes, which will help coordinate a very interesting technical level with a SIM table and the forest service and the soil and water concentration and the archeology program that's happening where the College is using all the geographical information and using students as the pathway to bring these skills into those who have actually (inaudible) so Mr. Ussery thinks the College be holding a conference sometime this summer even without that funding. It was really only going to pay for us staying at the dorms which are probably not ready. Mr. Ussery stated he is going to send somehow a post this big a power point that he gave on the weekend about writing nature cycles towards renewable energy future and the other one, the campus energy options. So just keep in mind that there are some pathways that are sort of unexplored but may be very beneficial developing the work force and a set of skills in a unique position within a state that could be useful. Mr. Ussery added about the Energy Transition Act, in the first draft it says that renewable energy portfolio excluded biomass and just crossed it off and it came back in the one that passed referring to weight by mass under 8-inch diameter tied to forest restoration used locally so it's almost written in the law that this is how it has to be done, and the College may be the only ones who could do something soon especially with the opportunity we have in El Rito. There are a lot of things converging on this so Mr. Ussery just wanted to keep you informed.

Board President Martin and Regent Velarde thanked Mr. Ussery. Okay, thank you Mr. Ussery. Board President Martin asked if this was it for Public Input. President Bailey stated it is.

VIII. EXECUTIVE SESSION

Board President Martin stated the Board of Regents would then go into Executive Session. Regent Martinez asked if the Board of Regents could take a break. If they could move into Executive Session and then take a break. Board President stated this would be fine and asked Regent Martinez to make the motion.

Regent Martinez moved to go into Executive Session to discuss items listed on Roman Numeral IX, which would include collective bargaining and law suits involving the Velasquez and Martinez. Second – Regent Swentzell. **A roll call vote was taken: Regent Swentzell - yes, Regent Velarde - yes, Regent Rodriguez - yes, Regent Martinez - yes, Board President Martin - yes. The Board of Regents entered into Executive Session at 2:15PM.**

President Bailey stated Executive Session should be pretty fast and then the Board of Regents will come back and would be a really exciting Deep Dive discussion on strategic Direction.

Board President Martin asked if the Board of Regents should reconvene and asked for a motion.

Regent Martinez moved to return from Executive Session and affirmatively stated no items were discussed other than what was on the Agenda. Second - Regent Swentzell. A roll call vote was taken: Regent Swentzell - yes, Regent Velarde - yes, Regent Rodriguez - yes, Regent Martinez - yes, Board President Martin - yes.

At this time, Regent Martinez left the meeting.

VII. DEEP DIVE

President Bailey stated he what he wanted to do is make it, just to give everyone kind of an idea of how we came to the strategic direction. The Board of Regents talked about it a little bit when they first met. Because all of the decisions that the College makes in terms of resource allocation as it builds the budget all of the things that the College is doing in terms of resource allocation as it builds the budget, all of the things that it is doing are tied to this, everything it does is tied to this and President Bailey want to talk about how the College got to it. President Bailey stated this is how the College started. President Bailey asked everyone to identify the current environment. What are the things that you like about what the college is doing? What are the things that you don't like? What are the challenges that we have? What are the opportunities, and then he asked everyone to just completely let go of any kind of anchor and just say what in a perfect world what does this college look like in 2022? President Bailey had only been here a couple weeks when the College started this project. When the College did that, they looked at the difference between current environment and desired environment and all of the differences started to find a way into one of these four big categories, enrollment student services, student success, communication and team spirit and so really those became the four big lines of effort. President Bailey stated it wasn't just, and he has said this publicly, it wasn't just him and the vice presidents and a couple of directors coming together, we asked everybody. We asked facilities staff members, the College asked custodial staff, security folks, faculty members, adjuncts, everyone had a say in this. The thing President

Bailey stated he should have done better is that he should have brought students into this and if he had thought better about it the College would have done that. The College had some student voice in it, but he should have done a better job with that. So, bottom line is this was all of our decision. This was a huge college-wide initiative. President Bailey gave the Board of Regents a very quick and dirty on each of these four lines and the objectives.

With the enrollment line of effort, the goal was to increase enrollment, head count and credit hour and credit hour really applies in a way to our revenue streams as well, but the vision for 2022 is a headcount of 1400 and credit hours at 14,000. Right now, headcount is about 1100 and he doesn't want to over promise it, but if the College gets this plumbing project off the ground, it going to give the College 198 students so it will to be very close within a day if we get to that. President Bailey wanted to give the Board of Regents an idea and noted another failure on his part, he started going down the line of okay for every one of these objections, these were identified by the whole college, let's now divide that into tasks and the College is going to have milestones and so they really started going down that road. The problem is that they started having some serious fatigue and President Bailey didn't want this thing to become a bigger pain in the neck than it would serve. So, the College has already identified the objectives and the challenge for all of us is, he stated let's

look at the objectives and start doing some things that are in line with the objectives, rather than over analyzing it and making it too granular. And so what President Bailey wanted to do and as he prepared this, he hasn't changed any of this by the way since it started, but he wanted to give just a couple of examples of work that they doing already that are in line with these objectives. So, in terms of strengthening affective partnerships with local schools, articulation agreements, the College just went, Dr. Lopez and President Bailey just went with our Dean of our College of Business and the Chair of our Engineering and Technology to Mesalands Community College and you probably saw that in the report in Tucumcari. There is now a plan where their business students are going to look and do some of the College's project management bachelor's programs and they have a real interesting wind energy facility there and those associate's degree graduates are really interested now in our electromechanical engineering program and so we're actually going to be able to provide zoom classes in Tucumcari for those students, but they will register as Northern students. So that just gives you an idea. When the College talks about expand affective compelling marketing and recruitment strategies, President Bailey gave credit to Sandy Krolick, one of the things that the College did and the Board approved a couple of months ago, is the College now has a tuition promotion for community members who are 55 or older so that the very first class every semester that they take is \$150, tuition and fees, everything included. And the idea is that the more of them the College brings into the system the more they're telling their grandkids and their nephews and nieces and everyone else that Northern is a good place for them. So, the College is thinking outside the box on that. Determine and implement appropriate program offerings to prepare for students. The College just signed a radiological control technician contract with Los Alamos, that's \$1M project to provide a pipeline to the lab. President Bailey just talked about the plumbing and pipefitting program, so the College is clearly doing some things that are solving job needs here in Northern New Mexico. Establish and maintain affordable tuition and fees, with this news with ECMC that the College just talked about they are doing that market analysis, which is going to help us with our program evaluation and the College is doing the cost analysis, which is going to help the College with its program evaluation and it is doing the cost analysis so that it brings a very thoughtful tuition structure to all of you. Establish student resident options, the Board of Regents already talked about that. The College is going to be working hard on developing the RFP and making sure that it doesn't piss off Dr. Burke, but at the same time make sure that they are moving forward and doing the things that it needs to do to try and take care of our students. And then increase in Northern Foundation Scholarship and Grant giving capacity. One of the things talked about with the change in the Foundation makeup the College is doing some things on the college side, it is doing that \$100,000 for student scholarships. The College is also going to be hiring an interim major gifts officer on the college side so that it still in line with the anti-donation rules, but now that person will help President Bailey going out to find money for things like endowed chairs and other things that will benefit the college specifically. Regarding student success, it is not just important that we bring students in and increase enrollment, it's important that we make sure that they have a pathway to succeed while they are with us. The 2022 vision is retention rates at or above 65% and graduation rates at or above 30%. President Bailey talked about graduation rate and right now it is sitting around 25% and retention rates are probably in the upper 60s, but, with what the College did this convocation he thinks the College is looking at swinging for the fences. Because he does don't think the College should ever be happy with a graduation rate of 30%. He thinks the College should be looking at 70%, 80% and the way to do that is to implement some innovative strategies with complete College America and some other things, so President Bailey is confident that not only is the College going to hit this mark, but it will surpass it. In the student success objectives, you can take a second to read all these, the has a Title V Grant that we just got, \$2.75 million dollars. The lion's share of that is in that first line. The College are doing everything it can to improve every touch point in student services. The College is flooding the markets with mentors and advisors and mental health counseling and all these other things that are going to help them. The College is looking at eight-week terms instead of full semesters, because that can help

students with their own scheduling challenges. The College has students that are going to be operating a food pantry for the first time where now you have students helping other students and helping them with basic needs and securities. The College is going to a full-time position rather than a part time position for the office of equity and diversity, meaning that it is actually going to have someone full time who is focused on making sure that the College is celebrating the cultural diversity that makes this place so important. Student Senate and Student Life offices have really kicked into overdrive in terms of enhancing campus and student life experiences.

President Bailey stated regarding communication, the College's 2022 vision is that everyone feels they have the information they need to support the College's mission and that everyone has an opportunity to have their voices heard and they can contribute to the overall mission. Sandy Krolick and President Bailey are working on a communication strategy. This is still in progress in order to kind of institutionalize that. Optimize college communication resources, they have everything from the biweekly radio show that Ms. Krolick produces and the College has a team of volunteers who help out with that including Ryan Cordova and some others. The College also just recently has a couple of students that opened up a Snap Chat site and students are running it, which is fantastic and actually its student athletes who are running it. President Bailey stated he does not think he could have bragged about this until recently because when you look at things that the Anna Eight Institute, where we're looking at combatting childhood and family trauma, that's Northern. The College is the ones leading the statewide initiative and he loves that. Up\$tart will be the other one that he thinks the College is going to be able to triumph on. Institutionalize effective communication channels; the Board of Regents has seen just in the last couple of years the almost seismic shift in terms of the Rio Grande Sun and the type of coverage that the College is getting with them and there are more good news stories than there are anything else, this is something that the Board President pointed out. This is good, it's a litmus test for us. Ms. Krolick's press releases, the op-eds that the College does, President Bailey thinks all of that is starting to hit home and it's creating a good will affect with the state. And the venues for suggestions and concerns, one of the things that Mr. Krolick created last year was an "ask the President" platform so that students could ask any question they wanted to that goes directly to President Bailey and then he answers that and the answers go online so that all the students have access to those answers and they can do it completely anonymously. Mr. Bejarano did this with requirements so that there are hotlines directly to the office of the state auditor if there is any thought that there is fraud happening or anything. The College is doing everything it can so that everyone has a voice and a stake in the institution.

President Bailey stated regarding Team Spirit, the vision here is that everyone in the Northern community knows, not just feels, knows that they are valued and respected. The College has done a team spirit retreat where it had a lot of our team members go out to El Rito and this was part of a two-day session, they ran discussion groups, they had a big survey, they had classes on managing conflict that have been mandatory. The College has had dialogues on effective communication. The College has given sabbaticals now for the first time the last couple of years for faculty. The College hadn't done that in many years. The College implemented a salary matrix, the one it talked about for the first time. That is a tool to help the College start to solve inequities so that it has that salary structure consistent. The College is looking at interdepartmental collaboration in ways. A good example is that Mesalands trip. The College now has Dr. Baca and Dr. Ahmed who are working on a project management program in IT or project management in electro mechanicals and now you're combining programs that President Bailey thinks is going to be really important. Develop functional and welcoming learning working community spaces, President Bailey recognized the strategic enrollment management group, this is a group of volunteers, Mr. Krolick included and actually Amy Pena and Sally Martinez included too, who on their own they formed to try and look at how we think about hitting our enrollment goals and so one of the things they

really pushed for is to create kind of a welcome center right when you walk in so that students for the very first time when they walk in day one and they're scared to death, that there is someone, almost like at the hospital, there is someone there who is there to welcome them and no matter what question they have they are going to hand walk them to where they need to go and show them that they are really cared for, green energy, walking pass, all these other initiatives that we're looking at are going to focus on making sure that people know how valued they are and the two years in a row with raises for 98% of our faculty and staff that doesn't hurt. So all of that is good, but President Bailey stated this and he thinks Ms. Krolick would agree with him, he feels so confident in the leaps that the College has made in enrollment and student success and he knows the pieces are in place and he thinks communication, the College is knocking it out of the park, but it still have to work on how we communicate internally as a team and we still need to work on team spirit. This institution still needs a lot of healing and it has endured a lot and you can't do that overnight, but President Bailey thinks those are the things that we really want to focus on and those last two objectives are really important for us.

President Bailey stated the strategic directing guides, the resource decisions, when the College had its Christmas list its wish list for all the things that it was going to do before it had its hands tied, this is what will prioritize that list. This is the thing that will help the College prioritize those issues and it had a list of 14 or 15 things, but the stronger they were tied to these objectives, the higher they were going to go on the list. The College needs to do that. Second, it's a living document, this isn't perfect and so as it moves closer and closer to 2022, if there are tweaks that need to be made to this, then the College is going to do that and lastly the purpose isn't to create extra work. It's really to make just the opposite, make the College more efficient in the decision making that we make here. President Bailey asked if there were any questions or thoughts.

Regent Velarde stated she has one, she went to that community forum, it was a forum in Albuquerque about bringing back the trades and she met a lady by the name of Alicia Morales who's from Escalante High School, she graduated from there, and she asked if we go out into our communities and discuss Northern and the different programs and she just asked if maybe the College could have more of a presence at Escalante High School, because she says her community is really starting to wither away and if it wasn't for somebody going to her school in high school and talking about business she would have just never even thought about going to college she said, and so Regent Velarde has an email that I would love to forward to President Bailey and Ms. Pena and doing that.

President Bailey stated he is so lucky that you asked that question today because tomorrow I will be at Escalante High School at 4:00. Regent Velarde stated this is great. President Bailey stated he is going up there because Chama is one of the school districts that we are considering including in the community college branch district so President Bailey is meeting with the Chama school district facilities and finance committee of their school board to talk about Senate Bill 431 state here's what we're going to be doing and here are the programs we're going to have at El Rito and part of this budget if you partner with us is that we will make sure that there is a transportation network to bring your students here and dual credit and so all of that we will discuss.

Board President Martin asked if there are any other questions. Regent Swentzell stated he thinks that this is a great example of strategies or planning in action. Regent Swentzell likes that there's concrete steps being taken, the direction going in and so he appreciates the work that not just President Bailey, but everybody who was involved put into this. It's an incredible journey. President Bailey thanked Regent Swentzell.

Board President Martin asked Regent Rodriguez if he had any thoughts. Board President Martin thanked President Bailey. Board President Martin stated we've come to my favorite item on the agenda – adjournment and asked for a Motion to Adjourn

ADJOURNMENT

Board President Martin stated he would entertain a Motion to Adjourn.

Regent Swentzell moved to adjourn. Second - Regent Rodriguez. The Board of Regents adjourned at 3:40PM.

APPROVED:

Michael A. Martin, Board President

Erica Velarde, Vice President

7.3.1
Northern New Mexico College
New Degree Program Approval Form

Form NNMCI001- rev1005 (New Degree Program Approval)

Type in the designated areas. Please do not alter any element of the form.				
1*	Initiator:	Ivan Lopez Hurtado	Date: 04/14/2019	
2*	Subject area:	Technical Trades		
3*	Academic division:	Trades (Non-existing as of today, but will be created)		
4*	Proposed title for New Curriculum Program: Associate of Applied Science in Technical Trades (Plumbing)			
5*	To begin: 2020	Semester: Spring	Academic Year:	2019-2020
6*	Degree or certificate to be offered: Associate of Applied Sciences, Technical Trades (Plumbing)			
7*	Program catalog description: The Associate of Applied Sciences in Technical Trades (Plumbing Concentration) Program will provide opportunities to develop marketable skills installing, repairing, and maintaining common residential and commercial plumbing systems. The core principles and concepts of plumbing systems are covered in each course.			
8*	Tentative timeline for program implementation: <ul style="list-style-type: none"> • Fall 2018: Program proposal preparation. • Spring 2019: Approval process: Faculty Senate (and committees) • Summer/Fall 2019: Board of Regents, HED and HLC. • Spring 2020: Program (apprenticeship version) is offered at the Local 412 Plumbers and Pipefitters Training Center. • Fall 2020: Program will only start in El Rito Campus if the local tax funding becomes available. 			
NEED				
9	<p>What are the College's strengths that would support offering the program (e.g., trained staff, facilities, adequate budget, sustainability, etc.)?</p> <p>NNMC has a dual mission that allows it to increase the number of associate degrees under the same academic structure. Current academic policies are already in place and in good standing with the Higher Learning Commission. The community's confidence in NNMC has improved tremendously and enrollment has grown 10% in the last two years while the six-year graduation rate improved from 15% to 25%. NNMC currently has the number one High School Equivalency Program in the nation according to the Department of Education. Finally, the recent approval of SB 431 will allow for NNMC to seek new funding through the local taxpayers.</p> <p>NNMC has established a partnership with the United Association Local 412 Plumbers and Pipefitters (Local 412) so that the apprentices become college students and for NNMC to use their facilities to teach a subset of courses on-site.</p> <p>NNMC has adequate classroom and lab space at the El Rito Campus for the program and a partnership with the Local 412 will allow NNMC to use their training centers.</p> <p>If a recently submitted grant proposal is awarded with the ECMC Foundation, then \$650K in new funding over three years will become available on July 1, 2019. This funding will be used to hire a program director, marketing materials, cost analysis, and program evaluation. This potential funding will be enhanced from another \$50K funding from the United Association Local 412 grant, that will allow NNMC to start the program at their training centers. This funding will be used to hire a full-time faculty member.</p>			

10	<p>What are the College's weaknesses that must be overcome so as to offer the program?</p> <p>The root cause to all current NNMC weaknesses is the lack of funding. The program will require full-time and part-time instructors; equipment acquisition; marketing plan, and a competitive tuition/fees model to be successful. However, the way to address this issue is dependent on the infusion of funding through a mill-levy that will go to local voters.</p>
11	<p>What are opportunities external to the College that support the new program (e.g., employer data, demographics, numbers of prospective students, market trends for the field, etc.)?</p> <p>The program is needed for the current employment demand. According to the New Mexico Workforce Connection data, the projected number of annual new jobs for the next 8 years is 27 jobs/year without considering Los Alamos National Lab (LANL) jobs. LANL job demands for plumbers is between 33 to 50 annual new jobs in the next 5 years. Currently, the number of graduates between Santa Fe Community College (SFCC) and Central New Mexico Community College (CNM) is 39 per year. Therefore, there is an area of opportunity for the program to fill the employment gap the region will experience. The partnership with Local 412 will allow for the program to become part of the apprenticeship program that the union offers. Therefore, the program will be offered in two formats: the regular form and the apprenticeship version. The curriculum (course content) will be exactly the same in both versions but the delivery of each technical course will be concentrated for the apprenticeship program (the courses will be taught concurrently). It is important to notice that Local 412 was implementing their apprenticeship program in a partnership with CNM until last year and they made a decision to work with NNMC. This will allow for some NNMC faculty members to teach courses on site at the five technical centers run by the Local 412 throughout the state of New Mexico.</p>
12	<p>What are the threats external to the College that would need to be dealt with (e.g., competitors' programs, demographic shifts, etc.)?</p> <p>SFCC is the only institution within a 35-mile radius that is currently offering the program. It is obvious that the demand signal for this program exists because their program is not enough to provide a sustainable pipeline for the jobs available in the region. Therefore, there is a local need for our program to be implemented. The main threat for the program is the possibility that local voters will not approve the mill levy tax. Without this funding, it is not possible to offer this program at the El Rito Campus unless other programs are terminated, and the funding is transferred to this new program.</p>
13*	<p>Statement of fit with College mission, strategic goals, and strategic initiatives:</p> <p>NNMC's mission states: "The mission of Northern New Mexico College is to ensure student success by providing access to affordable, community-based learning opportunities that meet the educational, cultural, and economic needs of the region.</p> <p>NNMC's current vision statement states: "Northern New Mexico College is a Hispanic, and Native American-serving comprehensive institution that will be recognized nationally for cultural sustainability, quality student learning and developing economically strong communities among diverse populations."</p> <p>This proposed program is in compliance with NNMC's mission of providing affordable and accessible opportunities for the educational and economic needs of the region. This certificate program will improve the chances for our students to get higher paying jobs. The program will contribute to an increase of the number of graduates who are prepared to get jobs at the LANL or local contractors in the construction industry. This in turn will contribute to the economic development of the community.</p>

* A partially completed proposal (short form) may be submitted to obtain and "Approval Pending Additional Planning" status which will determine the degree of feasibility of offering a particular degree program. If the Office of the President approves "pending additional planning" then a complete proposal may be submitted for approval/denial. This short-form" must include the criteria marked with an asterisk (*) as indicated on Form NNMC1001-rev1005.

CURRICULUM

14	<p>Program mission:</p> <p>The mission of the program is to provide Associate Degree in Technical Trades in the field of Plumbing. The program offers a curriculum combining plumbing for residential, commercial, and industrial structures. Through a combination of classroom theory and hands-on laboratory training, students are given the opportunity to acquire the skills required for entry level employment in the plumbing industry.</p>
15	<p>Program objectives:</p> <ol style="list-style-type: none"> 1. The Associate Degree in Technical Trades in the field of Plumbing will provide students with the appropriate knowledge and skills in using basic plumbing tools; methods of fabrication; fitting identification and usage; drainage; waste and venting; water piping methods and design; sewage disposal and treatment; water sources and distribution; and household and industrial maintenance. 2. The graduates of the program will keep abreast of new developments in the field. 3. The graduates of the program will continue personal and professional growth to remain competitive.
16	<p>Student learning outcomes:</p> <ol style="list-style-type: none"> 1. Students will demonstrate personal wellness as a plumber through outlining financial goals and identifying person/work priorities. 2. Students will demonstrate logical reasoning in plumbing through identifying best material selection, identifying adequate joining processes, and discussing plumbing fittings by their industry name, classifying materials by industry standard terms, and explaining processes using industry appropriate terms. 3. Students will demonstrate plumbing technology through using current plumbing tools, interpreting plumbing drawings, and demonstrating code compliance. 4. Students will implement plumbing projects in a group by expressing ideas, accepting others' ideas, and demonstrate taking personal responsibility for their own portion of the project. 5. Students will interact with people in a professional manner in the construction industry by identifying diversity and demonstrating mutual respect for others. 6. Students will apply employability skills in plumbing by demonstrating a willingness to work and conducting themselves in an industry leading manner.
17	<p>Program matrix (outcomes by courses in the major):</p> <p>The program will have two types of Student Learning Outcomes (SLOs): the college-wide outcomes and the program-specific for this program are the following. College-wide outcomes are assessed through General Education courses and program-level SLOs are assessed through the technical courses. Program-level SLOs are defined next:</p> <ol style="list-style-type: none"> 1. Students will demonstrate personal wellness as a plumber through outlining financial goals and identifying person/work priorities. 2. Students will demonstrate logical reasoning in plumbing through identifying best material selection, identifying adequate joining processes, and discussing plumbing fittings by their industry name, classifying materials by industry standard terms, and explaining processes using industry appropriate terms. 3. Students will demonstrate plumbing technology through using current plumbing tools, interpreting plumbing drawings, and demonstrating code compliance.

4. Students will implement plumbing projects in a group by expressing ideas, accepting others' ideas, and demonstrate taking personal responsibility for their own portion of the project.
5. Students will interact with people in a professional manner in the construction industry by identifying diversity and demonstrating mutual respect for others.
6. Students will apply employability skills in plumbing by demonstrating a willingness to work and conducting themselves in an industry leading manner.

The curriculum map shows where the different SLOs will be assessed. Students in this program are also assessed in co-curricular activities through the established mechanisms for Co-Curricular Assessment.

Technical Mandatory Courses	1	2	3	4	5	6
OSHA 10 for the Construction Industry	A					A
Use and Care of Tools			A	A		
Soldering and Brazing			A			
Rigging and Signaling					A	
Plan Reading/Drawing			A			
Pipes, Valves, Fitting			A			
Plastic Piping Installer		A				
Plumbing Fixtures and Appliances				A		A
Water Supply			A		A	
Drainage		A				
Gas Installations	A					
Basic Electricity	A					
Hydronics				A		A
Mechanical Code			A		A	
Plumbing Code			A			
Pneumatic & Electrical Controls				A	A	A

Coordination with other College programs:

- 18** This program will coordinate with the College of Engineering and the College of Arts and Sciences to make available the General Education courses in an online format when possible.

Articulation to other institutions:

- 19** This program is not articulated to programs from other higher education institutions, but students who are part of the apprenticeship offered through the United Association Local Union No. 412 will be able to join the program and get an associate degree while they complete their five-year apprenticeship program.

- 20** What plans, if any, are there for alternative delivery of courses (e.g., distance learning)?

Not applicable. Face-to-face only.

ASSESSMENT

- 21** Plan for program assessment:

See Appendix I "Assessment Plan"

SUPPORT AND SUSTAINABILITY

- 22** Faculty and facility needs (including classrooms):

The program will require one full-time faculty member with background in plumbing and at least two adjunct faculty members with similar background. The program will require a shared director for the technical trades.

At least three spaces (at least 20 x 14 ft each) for different laboratories (Soldering, Pipes/Valves, and Hydronics) will be needed at El Rito campus.

Office space for the full-time faculty member and one shared office space for the adjunct

	<p>faculty will also be needed. The office space will require computer with internet access.</p> <p>Classroom space can be shared from the available classrooms in the El Rito campus.</p> <p>A shared computer lab will be needed for this program that can be shared with the other trades programs offered by NNMC, i.e., Electrical Technology and/or Renewable Energy.</p>
23	<p>Annual budget:</p> <p>See Appendix II "Cost & Revenue Analysis"</p>
24	<p>Plans for sustainability (including a five-year enrollment projection):</p> <p>See Appendix II "Cost & Revenue Analysis"</p>

CONCURRENCES					
External Advisory Committee Chair	/	/ Yes	/	/ No	Date
Justification					
Educational Policy Committee Chair	/	/ Yes	/	/ No	Date
Justification					
Curriculum Committee Chair	/	/ Yes	/	/ No	Date
Justification					
Faculty Senate President	/	/ Yes	/	/ No	Date
Justification					
Librarian	/	/ Yes	/	/ No	Date
Justification					
Registrar	/	/ Yes	/	/ No	Date
Justification					
Distance Ed Directors	/	/ Yes	/	/ No	Date
Justification					
Facilities Chair	/	/ Yes	/	/ No	Date
Justification					
Human Resources	/	/ Yes	/	/ No	Date
Justification					

VP for Finance and Administration / / Yes / / No	Date
Justification	
Provost / / Yes / / No	
Justification	

APPROVALS	
Office of the President / / Approval to Implement / / Denial 1st Review / / Approval Pending Additional Planning	Date
Justification for approval or denial	
Office of the President / / Approval to Implement / / Denial 2nd Review / / Approval Pending Additional Planning	Date
Justification for approval or denial	
Justification for approval or denial	
Board of Regents / / Approval / / Denial	Date
Justification for approval or denial	
Feedback to Institution	

Revenue and Cost Analysis

Associate of Applied Science, Technical Trades – Plumbing

At Northern New Mexico College (NNMC), there are three main funding sources: tuition generation, state funding formula and grants. The revenue projection needs to guarantee these revenue sources are enough to cover the operational cost of the program. In this particular, a mill levy funding may be available to operate the program.

Enrollment Analysis

The analysis of a five-year projected enrollment in the program is in Table 1.

Table 1 Projected Student Enrollment					
Year	1	2	3	4	5
New Students, Part-time	6	6	6	6	6
Returning Students, Part-time	0	4	7	7	7
New Students Full-time	8	8	8	8	8
Returning Students, Full-time	0	6	6	6	6
Total Headcount	14	24	27	27	27
Graduates with an Associate Full-time	0	6	6	6	6
Graduates with an Associate Part-time	0	0	3	3	3
Total Graduates	0	6	9	9	9

Enrollment in Table 1 is break down in terms of new students per year (full-time and part-time); returning students (the number is calculated from new students in the previous year minus the students who dropped or graduated, full-time and part-time). We are assuming a student retention rate of approximately 75% from Year 1 to Year 2 for full-time students and 66% for Year 1 to Year 2 for part-time students. We also assume a retention rate of 75% for part-time students from Year 2 to Year 3.

We assume also that in year one the cohort starts with 6 part-time students and 8 full-time new students.

Revenue Analysis

The analysis assumes that full-time students will take 24 credit hours per academic year and part-time students will take 12 student credit-hours (SCH) per academic year.

For a full-time student, let's assume a tuition/fees rate of \$80 per credit. This model is equivalent to \$1,920 per full-time student and \$960 per part-time student per year.

Revenues from the state funding formula are not considered because they are negligible.

These revenues are summarized in Table 2 and are just simple calculations from Table 1 and the revenue sources explained above. For the sake of simplicity, the revenues do not include any potential increase to tuition/fees during the five years.

Year	1	2	3	4	5
Tuition – Part Time Students	\$5,760	\$9,600	\$12,480	\$12,480	\$12,480
Tuition – Full Time Students	\$15,360	\$26,880	\$26,880	\$26,880	\$26,880
Total - Revenue	\$21,120	\$36,480	\$39,360	\$39,360	\$39,360

Similarly, we assumed no change in the annual cost to run the program (Table 3).

Expenditure Analysis

Table 3 shows the expected planned expenditures.

Year	1	2	3	4	5
Department Head (0.5 FTE)	\$40,640	\$40,640	\$40,640	\$40,640	\$40,640
Administrative Assistant Support (0.5 FTE)	\$21,280	\$21,280	\$21,280	\$21,280	\$21,280
Full-time Faculty (1 FTE)	\$66,500	\$66,500	\$66,500	\$66,500	\$66,500
Adjunct Faculty (0.2 FTE)	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Lab Tech Assistant (0.5 FTE)	\$26,600	\$26,600	\$26,600	\$26,600	\$26,600
Academic Advisor (0.5 FTE)	\$26,600	\$26,600	\$26,600	\$26,600	\$26,600
Recruiter (0.5 FTE)	\$26,600	\$26,600	\$26,600	\$26,600	\$26,600
Equipment and supplies	\$105,000	\$5,000	\$5,000	\$5,000	\$5,000
Equipment maintenance	\$0	\$0	\$20,000	\$0	\$0
Computer Lab	\$20,000	\$0	\$0	\$20,000	\$0
Library resources	\$81,500	\$81,500	\$66,500	\$66,500	\$66,500
Marketing materials	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total - Expenditures	\$430,720	\$310,720	\$315,720	\$315,720	\$295,720

We assume one full-time faculty member associated with this program and one adjunct faculty member/semester. We also assume that the Technical Trades department, which will also include the Electrical Technology program, will share the same Department Chair/Program Director and the same Administrative Assistant. A new recruiter and a new

academic advisor will be required to assist with the new expected enrollment. Those two positions will be shared with the other trades program. Equipment for the lab will be acquired in Year 1 and some renewable and maintenance will occur in Year 3. Consistent and effective marketing is relevant to make the community aware that NNMC is bringing back this program. Finally, the college will need to invest in more library staff and updated library materials for this purpose.

Assumed Shared Cost

The previous cost analysis assumes that the Plumbing program that will also be based at El Rito campus contributes to some shared expenditures. For budgetarily purposes, we identify those shared costs that are assumed will be encumbered concurrently.

The difference between cost and revenue is in Table 5.

Table 5 Program Deficit					
Year	1	2	3	4	5
Total – Annual Revenue	\$21,120	\$36,480	\$39,360	\$39,360	\$39,360
Total - Annual Expenditures	\$430,720	\$310,720	\$315,720	\$315,720	\$295,720
Annual Program Deficit	(\$409,600)	(\$274,240)	(\$276,360)	(\$276,360)	(\$256,360)

From the revenue projected above, it is clear that the program will be run with a deficit that will be covered by mill levy funding. The mill levy funding will provide funding at an annual level of \$1.2M.

Technical Trades - Plumbing Program

Plan for

Assessment and Evaluation of Student Outcomes

Assessment Processes

The high-level process for defining, assessing, and evaluating student outcomes is shown in Figure 1. The assessment and evaluation processes are described below in some detail.

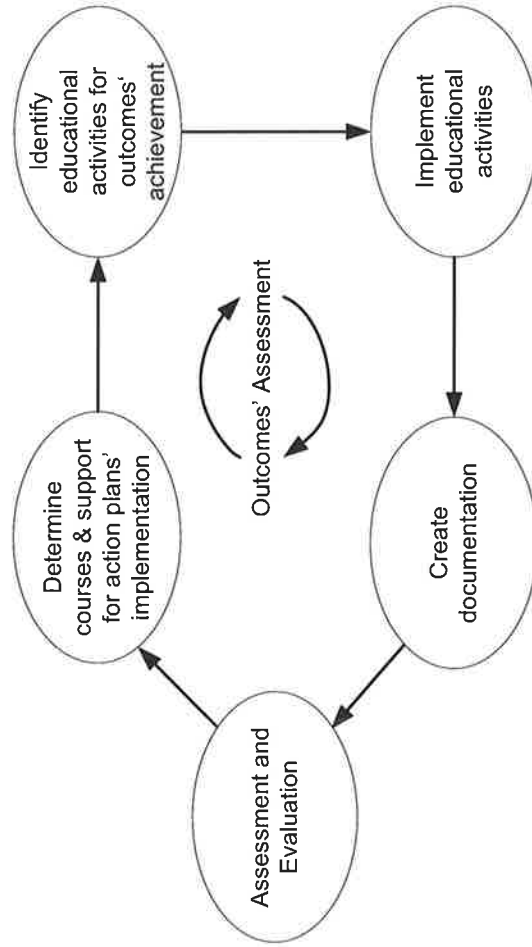


Figure 1. The process for defining, evaluating, and assessing program outcomes.

Assessment Reports

Assessment reports must include the following information:

- Grades: the number of students who obtain an A, B, C, D, F, or an incomplete/drop.
- Assessment tools/activities/instruments/data collection processes used to measure the level of attainment of student outcomes, presented in a table.
- A section with at least the following information:
 - Methodology: when/how much time students were given for this activity; tools (software/hardware/applications) students used to complete the activity; type of activity (theoretical, hands-on, simulation).
 - Target: the expected level of performance of a student in a given activity. Since the activity is mapped to a student outcome, the target represents the expected level of attainment of the corresponding student outcome.
 - Description: an explanation of the activity and how different items of the activity contribute to the achievement of student outcomes being assessed and evaluated; description of each question/task used for evaluation purposes.
 - Results: comprehensive analysis of the results for all questions/tasks used for assessment and evaluation purposes; results may be broken down for each question or reported collectively.
 - Conclusion and action plans: the instructor provides concluding remarks based on the analysis of the results of the activities. The instructor may highlight those activities that were successfully implemented and that might be worth repeating or strengthened. Action plans are recommendations (justified on evaluations of results) to be implemented in future offerings of the course and are intended to correct identified issues/deficiencies/problems. Recommendations are then presented during the assessment and evaluation meetings and confirmed/changed/denied by faculty members.

Each course of the Technical Trades -Plumbing program has an assessment coordinator responsible.

Instructors and the assessment coordinator identify educational activities such as laboratory development and rubrics to measure and judge performance, exams, quizzes, educational materials, and hands-on activities. If educational activities are changed or added to a course, then these activities may require a modification of specific knowledge, techniques, and skills that are subsequently mapped to student outcomes.

Guidelines for the Assessment Cycle Fall 2019 - Spring 2021

Student Learning Outcomes

- Each of the 6 student learning outcomes has a course identified where it will be measured during the two-year cycle.
- Every outcome has a full-time faculty member identified and responsible for the measurement and the report.
- Table I provides the above information.
- Monthly departmental meeting will provide time for discussion and updates on assessment and measurement instruments.

Data Sampling

- Data will be collected only from students enrolled in the class for credit.
- Since current classes are typically less than 20 students, there is no sampling for assessment. This will be revisited if the size of the classes increases.
- Dropouts are not considered to evaluate the achievement of the outcome if the measurement is taken after the drop.

Definitions of Performance

- Assessment instruments will be peer-reviewed before using them.
- Data will be presented in histograms/table.

Level of Attainment of outcomes per student:

- Target Met: a student achieves a 70% of the instrument scale.
- Target Not Met: a student does not achieve a 70% of the instrument scale.

Level of Attainment of outcomes per class:

- Target met: 75% of all students achieve target.
- Target in progress: less than 75% of all students achieve target.

Level of Attainment of outcomes for the Program:

- For 100-level and 200-level classes, the department assigns 1 point if the level of attainment is marked as "Target in progress".
- For 100-level and 200-level classes, the department assigns 2 point if the level of attainment is marked as "Target met".
- For 300-level and 400-level classes, the department assigns 2 point if the level of attainment is marked as "Target in progress".
- For 300-level and 400-level classes, the department assigns 4 point if the level of attainment is marked as "Target met".

The level of attainment of a student outcome considering all courses where the student outcome is measured, is defined as:

$$\text{Level of attainment of outcome} = \frac{\text{Points achieved}}{\text{Maximum points in outcome}}$$

Action Plan Development:

- A meeting at the end/beginning of the current/next semester will be held and the actions plans will be developed after analyzing all the data collected.

Discuss Program Educational Objectives

- Program Objectives for this new proposed program were developed by the faculty and the external advisory committee.
- Program Objectives will be reviewed and updated every 3 years. They will be reviewed by all constituencies including: external advisory committee, employers, alumni, faculty and current senior students.
- The data will be collected from employers and alumni to help faculty and the advisory group to review the Program Educational Objectives.

Course Materials used for Assessment.

- One white binder per course (only for courses where outcomes were assessed).
- Tab one (yellow) for the syllabus.
- Tab two (yellow) for the assessment report.
- For every outcome assessed in the course, a tab (red) will be used to separate them.
- At the beginning of every outcome, a brief description of the instrument(s) used to measure the outcome.
- The tab will contain the ALL student work (unless sampling was used for assessment: see sampling instructions) and the instrument used.

Courses Material (for all classes)

- Syllabus
- Samples of exams, homework, quizzes, projects, etc. Three samples of each instrument.

This will be kept electronically in a cloud-based system and printed as needed.

Curriculum Map for Technical Trades - Plumbing

(Student Learning Outcomes)

A preliminary draft of the curriculum map is shown next. This evolving document will be updated after the proposal is reviewed by the Curriculum Committee.

Technical Mandatory Courses	1	2	3	4	5	6
OSHA 10 for the Construction Industry	A					A
Use and Care of Tools			A	A		
Soldering and Brazing			A			
Rigging and Signaling					A	
Plan Reading/Drawing			A			
Pipes, Valves, Fitting			A			
Plastic Piping Installer		A				
Plumbing Fixtures and Appliances				A	A	A
Water Supply			A		A	
Drainage		A				
Gas Installations	A					
Basic Electricity	A					
Hydronics				A	A	A
Mechanical Code			A	A	A	

Plumbing Code		A		
Pneumatic & Electrical Controls			A	A

Student Learning Outcomes:

1. Students demonstrate personal wellness as a plumber through outlining financial goals and identifying person/work priorities.
2. Students will be able to demonstrate logical reasoning in plumbing through identifying best material selection, identifying adequate joining processes, and discussing plumbing fittings by their industry name, classifying materials by industry standard terms, and explaining processes using industry appropriate terms.
3. Students will demonstrate plumbing technology through using current plumbing tools, interpreting plumbing drawings, and demonstrating code compliance.
4. Students will be able to implement plumbing projects in a group by expressing ideas, accepting others' ideas, and demonstrate taking personal responsibility for their own portion of the project.
5. Students will be able to interact with people in a professional manner in the construction industry by identifying diversity and demonstrating mutual respect for others.
6. Students will apply employability skills in plumbing by demonstrating a willingness to work and conducting themselves in an industry leading manner.

Student Learning Outcomes Assessment Plan
Fall 19 - Spring 21

Fall 2019

OSHA 10 for the Construction Industry: Outcomes 1, 6
 Use and Care of Tools: Outcomes 3, 4
 Soldering and Brazing: Outcome 3

Spring 2020

Rigging and Signaling: Outcome 5
 Plan Reading/Drawing: Outcome 3

Pipes, Valves, Fitting: Outcome 3
Plastic Piping Installer: Outcome 2

Fall 2020

Plumbing Fixtures and Appliances: Outcomes 4, 6
Water Supply: Outcomes 3, 5
Drainage: Outcome 2
Gas Installations: Outcome 1
Basic Electricity: Outcome 1
Hydronics: Outcomes 4, 6

Spring 2021

Mechanical Code: Outcomes 3, 5
Plumbing Code: Outcome 3
Pneumatic & Electrical Controls: Outcomes 4, 5, 6

Future semesters will be planned later.

NORTHERN NEW MEXICO COLLEGE



DEGREE SHEET / 2019-2020 CATALOG

Student name:

Eagle ID:

Eagle Email:

Phone:

Associate of Applied Sciences Technical Trades (Plumbing Apprenticeship)

The Associate of Applied Sciences in Technical Trades (Plumbing Concentration) program will provide you with opportunities to develop marketable skills installing, repairing, and maintaining common residential and commercial plumbing systems. The core principles and concepts of plumbing systems are covered in each course.

GENERAL EDUCATION REQUIREMENTS (16 Credits)	SEMESTER	GRADE
AREA I: COMMUNICATIONS (3 Credits)		
ENG 111 Composition I (3) <i>Pre-requisites: ENG 109 or adequate score on the Course Placement Evaluation</i>		
AREA II: MATHEMATICS (3 Credits)		
MATH 145 Introduction to Probability and Statistics (3)		
AREA III: LABORATORY SCIENCES (4 Credits) <i>You must select one science course with a lab</i>		
CS 100 Computer Science for All (4) <i>Pre-Requisite: None</i>		
AREA IV: SOCIAL/BEHAVIORAL SCIENCES (3 Credits) <i>Pre-requisite: ENG 109 or adequate score on the Course Placement Evaluation</i> <i>You must select one Area IV course.</i>		
Area IV Course (3)		
AREA V: HUMANITIES (3 Credits) or AREA VI: FINE ARTS (3 Credits) <i>Pre-requisite: ENG 109 or adequate score on the Course Placement Evaluation</i> <i>You must select one Area V course.</i>		
Area V or Area VI Course (3)		
SUPPORT AREA (15 Credits)		
ES 205 Critical Thinking in Science (3) <i>Pre-Requisite: None</i>		

BCIS 249 Microsoft Word (3) <i>Pre-Requisite: None</i>		
BCIS 226 PowerPoint (3) <i>Pre-Requisite: None</i>		
BCIS 225 Excel (3) <i>Pre-Requisite: None</i>		
BA 220 Introduction to Business (3) <i>Pre-Requisite: None</i>		
PROGRAM REQUIREMENTS (29 Credits)		
PLAP 1117 Plumbing Apprenticeship I (5) <i>Pre-requisite: None</i>		
PLAP 1127 Plumbing Apprenticeship II (2.5) <i>Pre-requisite: None</i>		
PLAP 1217 Plumbing Apprenticeship III (5) <i>Pre-requisite: None</i>		
PLAP 1227 Plumbing Apprenticeship IV (3.5) <i>Pre-requisite: None</i>		
PLAP 1317 Plumbing Apprenticeship V (2.5) <i>Pre-requisite: None</i>		
PLAP 1327 Plumbing Apprenticeship VI (2.5) <i>Pre-requisite: None</i>		
PLAP 1417 Plumbing Apprenticeship VII (2.5) <i>Pre-requisite: None</i>		
PLAP 1427 Plumbing Apprenticeship VIII (5.5) <i>Pre-requisite: None</i>		
TOTAL CREDITS 60		
ADVISOR APPROVAL	DATE	

Mapping

- Plumbing Apprenticeship I will include concepts in OSHA 1000, Use & Care of Tools, and Soldering and Brazing
- Plumbing Apprenticeship II will include concepts in Rigging and Signaling
- Plumbing Apprenticeship III will include concepts in Plan Reading/Drawing, Pipe, Valves, Fitting, and Plastic Piping Installer
- Plumbing Apprenticeship IV will include Plumbing Fixtures and Appliances, and Water Supply
- Plumbing Apprenticeship V will include Drainage and Gas Installations
- Plumbing Apprenticeship VI will include Basic Electricity
- Plumbing Apprenticeship VII will include Hydronics
- Plumbing Apprenticeship VIII will include Plumbing Code, Mechanical Code and Pneumatic and Electrical Controls

SUGGESTED SEQUENCE OF COURSES

FIRST SEMESTER (5 Credits)

PLAP 1117 Plumbing Apprenticeship I (5)

SECOND SEMESTER (5.5 Credits)

PLAP 1127 Plumbing Apprenticeship II (2.5)
MATH 145 Introduction to Probability and Statistics (3)

THIRD SEMESTER (6 Credits) -SUMMER-

HUM/FA Elective (3)
SBS Elective (3)

FOURTH SEMESTER (5 Credits)

PLAP 1217 Plumbing Apprenticeship III (5)

FIFTH SEMESTER (5.5 Credits)

PLAP 1227 Plumbing Apprenticeship IV (2.5)
BCIS 249 Microsoft Word (3)

SIXTH SEMESTER (6 Credits) -SUMMER-

ES 205 Critical Thinking in Science (3)
ENGL 111 Composition I (3)

SEVENTH SEMESTER (5.5 Credits)

PLAP 1317 Plumbing Apprenticeship V (2.5)
BCIS 226 Power Point (3)

EIGHTH SEMESTER (6.5 Credits)

PLAP 1327 Plumbing Apprenticeship VI (2.5)
CS 100 Computer Science for All (4)

NINTH SEMESTER (6 Credits) -SUMMER-

BCIS 225 Excel (3)
BA 220 Introduction to Business (3)

TENTH SEMESTER (5 Credits)

PLAP 1417 Plumbing Apprenticeship VII (5)

ELEVENTH SEMESTER (4 Credits)

PLAP 1427 Plumbing Apprenticeship VIII (4)

NORTHERN NEW MEXICO COLLEGE



DEGREE SHEET / 2019-2020 CATALOG

Student name:

Eagle ID:

Eagle Email:

Phone:

Associate of Applied Sciences Technical Trades (Plumbing Concentration)

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GENERAL EDUCATION REQUIREMENTS (16 Credits)

SEMESTER

GRADE

AREA I: COMMUNICATIONS (3 Credits)

ENG 111 Composition I (3)

Pre-requisites: ENG 109 or adequate score on the Course Placement Evaluation

AREA II: MATHEMATICS (3 Credits)

MATH 145 Introduction to Probability and Statistics (3)

AREA III: LABORATORY SCIENCES (4 Credits)

You must select one science course with a lab

CS 100 Computer Science for All (4)

Pre-Requisite: None

AREA IV: SOCIAL/BEHAVIORAL SCIENCES (3 Credits)

Pre-requisite: ENG 109 or adequate score on the Course Placement Evaluation

You must select one Area IV course.

Area IV Course (3)

AREA V: HUMANITIES (3 Credits) or AREA VI: FINE ARTS (3 Credits)

Pre-requisite: ENG 109 or adequate score on the Course Placement Evaluation

You must select one Area V course.

Area V or Area VI Course (3)

SUPPORT AREA (15 Credits)

ES 205 Critical Thinking in Science (3)

Pre-Requisite: None

BCIS 249 Microsoft Word (3) <i>Pre-Requisite: None</i>		
BCIS 226 PowerPoint (3) <i>Pre-Requisite: None</i>		
BCIS 225 Excel (3) <i>Pre-Requisite: None</i>		
BA 220 Introduction to Business (3) <i>Pre-Requisite: None</i>		
PROGRAM REQUIREMENTS (29 Credits)		
PLBT 1000 OSHA 10 for the Construction Industry (1) <i>Pre-requisite: None</i>		
PLBT 1001 Use and Care of Tools (2) <i>Pre-requisite: None</i>		
PLBT 1002 Soldering and Brazing (2) <i>Pre-requisite: None</i>		
PLBT 1200 Rigging and Signaling (2.5) <i>Pre-requisite: None</i>		
PLBT 1201 Plan Reading/Drawing (1) <i>Pre-requisite: None</i>		
PLBT 1202 Pipes, Valves, Fitting (2) <i>Pre-requisite: None</i>		
PLBT 1203 Plastic Piping Installer (2) <i>Pre-requisite: None</i>		
PLBT 1204 Plumbing Fixtures and Appliances (1.5) <i>Pre-requisite: None</i>		
PLBT 1205 Water Supply (2) <i>Pre-requisite: None</i>		
PLBT 1300 Drainage (1) <i>Pre-requisite: None</i>		
PLBT 1301 Gas Installations (1.5) <i>Pre-requisite: None</i>		
PLBT 2100 Basic Electricity (2) <i>Pre-requisite: None</i>		
PLBT 2102 Hydronics (2.5) <i>Pre-requisite: None</i>		
PLBT 2200 Mechanical Code (2.5) <i>Pre-requisite: None</i>		
PLBT 2201 Plumbing Code (2.5) <i>Pre-requisite: None</i>		
PLBT 2300 Pneumatic & Electrical Controls (1) <i>Pre-requisite: None</i>		
TOTAL CREDITS 60		
ADVISOR APPROVAL	DATE	

SUGGESTED SEQUENCE OF COURSES

FIRST SEMESTER (15 Credits)

PLBT 1000 OSHA 10 for the Construction Industry (1)
PLBT 1001 Use and Care of Tools (2)
PLBT 1002 Soldering and Brazing (2)
MATH 145 Introduction to Probability and Statistics (3)
CS 100 Computer Science for All (4)
SBS Elective (3)

SECOND SEMESTER (16.5 Credits)

BCIS 249 Microsoft Word (3)
ES 205 Critical Thinking in Science (3)
ENGL 111 Composition I (3)
PLBT 1200 Rigging and Signaling (2.5)
PLBT 1201 Plan Reading/Drawing (1)
PLBT 1202 Pipes, Valves, Fitting (2)
PLBT 1203 Plastic Piping Installer (2)

THIRD SEMESTER (13.5 Credits)

PLBT 1204 Plumbing Fixtures and Appliances (1.5)
PLBT 1205 Water Supply (2)
PLBT 1300 Drainage (1)
PLBT 1301 Gas Installations (1.5)
PLBT 2100 Basic Electricity (2)
PLBT 2102 Hydronics (2.5)
BCIS 225 Excel (3)

FOURTH SEMESTER (15 Credits)

BCIS 226 Power Point (3)
BA 220 Introduction to Business (3)
PLBT 2200 Mechanical Code (2.5)
PLBT 2201 Plumbing Code (2.5)
PLBT 2300 Pneumatic & Electrical Controls (1)
HUM/FA Elective (3)

Office of the Provost

NORTHERN New Mexico College



MEMORANDUM

To: Board of Regents
Northern New Mexico College

From: Ivan Lopez, Provost and VPAA ILH

Date: May 31, 2019

Re: Out-of-Country Travel Request for NNMC Student Josef Weese

Issue

Requesting approval for NNMC's student, Josef Weese to travel out of the country to attend the Bridges Math/Art Conference in Austria.

Overview

Dr. Sadia Ahmed, Chair for the College of Engineering and Technology is requesting permission for Josef Weese to attend the Bridges Math/Art Conference this coming summer. Conference will be held in Linz, Austria from July 16-20. The student needs to arrive on July 15 in order to set up his sculpture, hence he will need to leave on July 13 and depart Linz, Austria, on July 21. The College of Engineering will provide \$300 to assist with travel expenses. The student will be responsible to for any additional expenses.

Attached, is the paper that will be presented at the Conference.

Recommendation

I recommend the Board of Regents approve travel for Josef Weese.

The Pythagorean Forest

Josef Weese¹, Joshua Martinez², Christian Caraveo³, and Jesse Atkinson⁴

¹IT, Northern New Mexico College (NNMC) josef_c_weese@nnmc.edu; ²Engineering, NNMC, joshua_k_martinez@nnmc.edu; ³Engineering, NNMC, christian_n_caraveo@nnmc.edu; ⁴Math, NNMC, jesse_l_atkinson@nnmc.edu

Abstract

We show how a network of ideas—a forest of trees—that constitute a 3-D tree graph of a proof in geometry both interact and accumulate in number and kind. Our bar graphs, adjacency matrices, and a new 3-D glass and wood sculpture represent ways to visualize a geometry proof (in our case, the Pythagorean Theorem) and its interacting premises.

Perspective from the Tree

Proving Euclid’s propositions from his *Elements* is one thing. Graphing them, on the other hand, seems a “no-go.” Recently, in *MathOverflow*, a Q. & A. math website, this query appeared: “Is anyone aware of any attempt to describe the dependencies of theorems [propositions]...in the form of a family tree [tree graph]... where each node on the tree might correspond to a theorem and branches would indicate dependencies between theorems” [9]?

The answer is: Yes! That is what we do. Our colleague, Jesse Atkinson, is the first, publishing in the Bridges Math/Art Conference Proceedings (2016) [1] and exhibiting in the Conference’s art gallery his rooted and directed in-tree 3-D dependency graph for Euclid’s proof of the Pythagorean Theorem, Book 1, 1.47—see numbered graph in figure 1 [2]. An in-tree directed dependency occurs when “A depends upon B if B is necessary in the proof of A” [1].

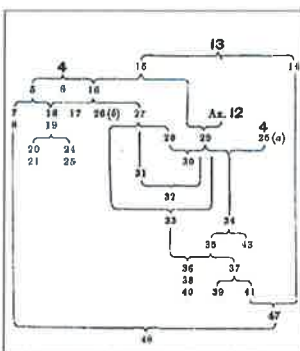


Figure 2: From Lewis Carroll’s *Book*, 1879, showing dependencies among all Propositions in Book 1, Euclid’s *Elements* [5].

Dependency graphs do exist in the literature, but they are for the whole of Euclid’s Book 1—see e.g., figure 2 (Lewis Carroll) [5]. More recently, Schiefsky (2007)[11], Boxer and Clutter (2016) [4], and Boman’s group (2014) [3] produce similar graphs (none shown here). However, these dependency graphs are not for a single proof such as Euclid’s 1.47, hence none is a “family tree.” Put another way, there is no root in their graphs.

All edges (connections) in our 3-D graphs direct towards the root of the tree because that root is dependent upon all the premises (vertices, nodes) for its proof. These graphs are unique because there is a proof for every proposition needed to prove any other proposition, should it appear as a premise. However, if a proposition appears more than once, we cite it but do not prove it again.



Figure 1: 3-D Tree Dependency Graph for the proof of the Pythagorean Theorem, 1.47, Euclid, Book 1. Proposition 47 is at bottom, center. Key: White – Propositions; Red – Common Notions; Blue – Postulates; Green – Definitions [2].

Schiefsky's matrix for Book 1 [11], mentioned above, shows results very similar to ours for a Propositions X Propositions matrix (neither shown here). However, our data is for the Pythagorean Theorem alone. Given the amount of space 1.47 takes in Book 1, perhaps this is not unexpected.

A Forest among the Tree

Being mindful that truth is beauty and that our original tree graph in figure 1 contains several kinds of premises, we move beyond matrices and bar graphs and use our 2-D generic data in a new 3-D sculpture of Euclid's proof of Pythagorean Theorem—figure 5. Our original tree becomes a forest of trees.

Each kind of premise appears separated from the others in the seven levels that the proof occupies. For example, Definitions in levels 2, 4, 5 and 7, appear as the smallest wooden spheres. Similarly, if Technological Q.E.F. (Construction) Propositions (e.g., Euclid's 1.1) are in levels 3, 5, and 7, they appear there as larger wooden spheres. These new "trees" are not dependency tree graphs in the sense understood up to now. They are just trees, made up of similar kinds of premises that occur at different levels.

Three other kinds of "trees" exist in the forest—Logical Q.E.D. (Inference) Propositions, Common Notions, and Postulates. In total, there are 26 construction propositions, 63 logical propositions, 15 definitions, 43 common notions, and 45 postulates in the 5 trees in our forest.

All these premises and their root occur in figure 5, our prototype sculpture. Each of the seven levels is a glass surface, 24" x 18", with an overall height of 16.5", pillared by 2" wood cubes. At ground level, there are 5 wooden spheres (the largest ones), each representing the root of their tree, 1.47. All spheres and pillars are either maple (Acer) or birch (Betula), two genera common in ancient Greece. Acrylic plates replace the glass surfaces when the sculpture travels, and another version color codes the 5 kinds of trees.

An unexpected consequence of the new 3-D sculpture is that the spheres at each level reflect below that level's surface, as if reaching towards its predecessor, as one might expect given the in-root form of the dependency. Viewed from the top, the spheres appear as a virtual universe floating in space. As in any forest, the levels interact with each other, from the ground to the canopy.

View from the Canopy

We are aware that there are many proofs for the Pythagorean Theorem; even Euclid has another in Book VI (6.31). However, we claim that if Book 1's proof of 1.47 is invalid, so are all its other

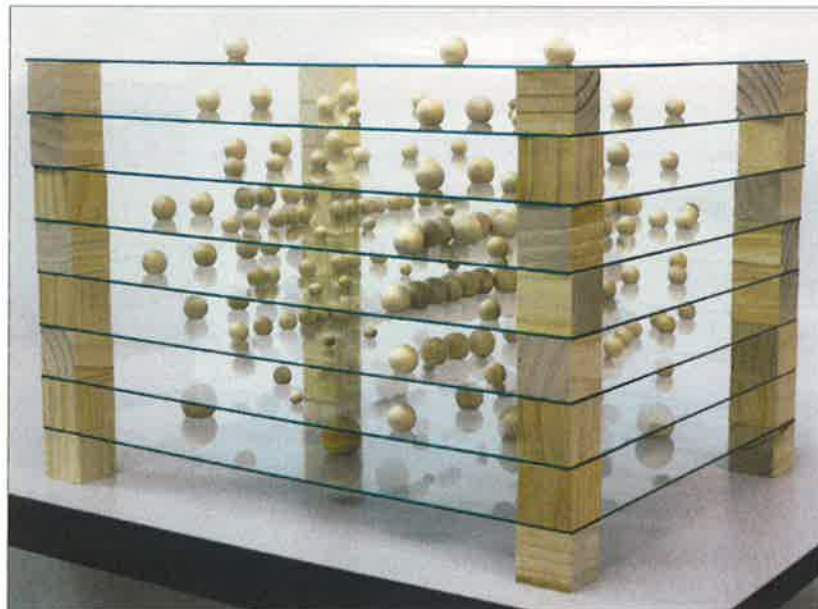


Figure 5: 3-D Prototype Forest Graph sculpture in wood and glass of the network of premises in Euclid's proof of the Pythagorean Theorem, Book 1, 1.47. See details in previous section.

proofs. Be that as it may, we ask: What does our Pythagorean Forest teach us about this proof and, by implication, others?

A sole consideration of the direct premises of a proof such as Euclid's 1.47, for which there are 14 by our count, obscures the role played by the much larger number of indirect premises, of which there are approximately 178, depending upon who is counting. We teased apart these latter, noting their different kinds and analyzing their relationships to the root proposition that depends on them through our two 3-D tree sculptures, bar graphs, and adjacency matrices.

Premises are ideas. We ask the significance that Common Notion (C.N.) 1 appears more often than any other C.N., 29 times, in fact. Postulate (P.) 1 appears 18 times, more than 3 times as often as P. 4, and 6 more times than P. 2. There is a hierarchy here. Can one claim that a premise that appears least often is less important than one that appears more often? If so, important in what way—a more fundamental idea? We calculated the mean, mode and median distances for all premises but do not present that data here; again, this is data needing interpretation. We plan to do similar analyses for the structure of Euclid's proof, 1.45, and already have a prototype 3-D directed dependency graph sculpture for that proposition.

Acknowledgements

We thank the following: Northern New Mexico College, Española, New Mexico, 87532, U.S.A., for its support through AMP grants #HRD1305011 (J. Garland, D. Torres, C. Knight); Title III's NSF STEM Scholar Grant #PO31C110094; Graph design: David Nunn; Photo credit: 3-D sculptures, S. Krolick; Photoshop, J. Romero; Figure 1 artists: J. Atkinson, P. Weaver, C. Knight; Figure 5 artists: J. Weese, C. Knight, J. Atkinson, J. Martinez.

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- [1] J. L. Atkinson. "The Pythagorean Theorem as a Rooted In-tree Dependency Graph." Bridges Conference Proceedings, Jyväskylä, Finland, Aug. 9–13, 2016, pp. 503–506.
- [2] J. L. Atkinson. "The Proof, the Whole Proof, and Nothing but the Proof." <http://gallery.bridgesmathart.org/exhibitions/2016-bridges-conference/jesse-atkinson>
- [3] E. Boman. "Euclid's *Elements* for the 21st Century—What We Have Wrought?" <http://www.maa.org/book/export/html/59037>
- [4] A. Boxer and J. Clutter. "A Concept Map for Book 1 of Euclid's *Elements*." Bridges Conference Proceedings, Jyväskylä, Finland, July 29–Aug 1, 2015, pp. 403–406.
- [5] L. Carroll (Charles L. Dodgson). *Euclid and his Modern Rivals*. Macmillan and Co., 1879.
- [6] Clark University. Euclid's *Elements*. <https://mathcs.clarku.edu/~djoyce/java/elements/elements.html>
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- [8] Euclid, *Elements*. T. L. Heath trans., Dover, New York, 1956.
- [9] Menachem. "'Family Tree' of Theorems." *MathOverflow*, June 9, 2015. <https://mathoverflow.net>
- [10] Erwin Alfred Neuenchwander. "Die ersten vier Bücher der Elemente Euklids: Untersuchungen über den mathematischen Aufbau, die Zitierweise und die Entstehungsgeschichte." Zürich: Universitätsdruckerei H. Stürtz, 1973. Offprint from Archive for *History of Exact Sciences*, Volume 9, Number 4/5, 1973, pp. 325–380.
- [11] M. Schiefsky. "New Technologies for the Study of Euclid's *Elements*." February 2007. <http://archimedes.fas.harvard.edu>

*Office of the President***NORTHERN New Mexico College****MEMORANDUM**

To: Board of Regents
Northern New Mexico College

From: Ricky Bejarano, CPA, CGMA
Vice President for Administration & Finance

Date: May 31, 2019

Re: Fiscal Watch Report

Issue

On a monthly basis, Northern New Mexico College (NNMC) provides an institutional financial report for Board of Regent (BOR) review and approval.

Overview

The NNMC Business Office, on a monthly basis, prepares a Fiscal Watch Report for review and discussion at the monthly Audit, Finance and Facilities Committee (AF&F) meeting. The financial report provides an overview of the institution's financial condition for all unrestricted and restricted operational funds and grants throughout the College.

The fiscal watch reports are presented in the format prescribed by the New Mexico Higher Education Department (NMHED) with titles are located at the top of the page. An additional fiscal watch report is included to provide an updated budget status report for all Budget Adjustment Requests processed through the time of the monthly AF&F meeting.

In addition, the BOR is also provided individual reports for the following financial areas summarized in the monthly institution-wide fiscal watch report:

- Unrestricted funds (11)
- Auxiliary Programs (12)
- Institutional Grants (41)
- Student Aid (42)
- Plant Funds (91)
- Capital Projects (92)

Although the NMHED requires all higher education institutions to submit fiscal watch reports on a quarterly basis, NNMC produces fiscal watch reports on a monthly basis to insure that the BOR is regularly informed about the current financial condition of the institution.

Recommendation

Staff recommends that the Board of Regents approve the Fiscal Watch Report for the period ending April 30, 2019.

Northern New Mexico College

Statement of Net Position

(Unaudited and Unadjusted)

April 30, 2019

Assets		
Current Assets:		
Cash and Cash Equivalents		3,567,687
Short-Term Investments		-
AR - Student		220,953
AR - Other than student		240,038
Inventories		238,418
Prepaid Expenses		6,962
Loans Receivable, net		529,008
Total Current Assets		<u>4,803,066</u>
Non-Current Assets		
Restricted Cash and Cash Equivalents		-
Restricted Short Term Investments		-
Investments Held by Others		-
Other Long-Term Investments		-
Prepaid Expenses		-
Capital Assets, net		32,640,691
Total Non-Current Assets		<u>32,640,691</u>
Total Assets		<u>37,443,757</u>
Deferred Outflows of Resources		
Pension Related (6/30/18 balances)		10,400,615
Total Deferred Outflows of Resources		<u>10,400,615</u>
Liabilities		
Current Liabilities		
Accounts Payable		640
Other Accrued Liabilities		497,537
Deferred Income		88,737
LT Liabilities - Current Portion		-
Total Current Liabilities		<u>586,913</u>
Non-Current Liabilities		
Accrued Interest Payable		-
Accrued Benefit Reserves		-
Other LT Liabilities		225,255
OPED Liability		7,815,776
Net Pension Liability		30,865,435
Total Non-Current Liabilities		<u>38,906,466</u>
Total Liabilities		<u>39,493,379</u>
Deferred Inflows of Resources		
Pension Related (6/30/18 balances)		2,523,457
Total Deferred Inflows of Resources		<u>2,523,457</u>
Net Position		
Invested in Capital Assets, net of Related Debt		32,640,691
Restricted for:		
Nonexpendable:		
Endowments		-
Expendable:		
General Activities		(49,580)
Federal Student Loans		-
Term Endowments		-
Capital Projects		-
Debt Service		-
Related Entity Activities		-
Unrestricted		
Unrestricted without NFP		1,753,116
Net Fiduciary Position		-
Total Unrestricted (includes 6/30/18 NFP)		<u>1,753,116</u>
Total Net Position		<u>34,344,228</u>

Northern New Mexico College
Summary of Operating and Plant Funds
(Unadjusted and Unaudited)
Fiscal Year 2019

Operating Funds	FY 2019 Original Budget	FY 2019 Adjusted Budget	FY 2019 Actuals as of April 30, 2019	Percentage Earned/Spent
REVENUES				
Tuition & Misc Fees	\$ 3,732,074	\$ 4,001,051	\$ 3,883,510	97.1%
Federal Appropriations	-	-	-	-
State Appropriations	10,739,000	10,739,000	9,459,914	88.1%
Local Appropriations	-	-	-	-
Gifts, Grants & Contracts	6,906,223	8,635,727	6,086,671	70.5%
Endowment/Land & Perm Inc	163,525	163,525	196,996	120.5%
Sales & Services	706,716	739,970	519,033	70.1%
Other	160,789	169,502	210,995	124.5%
Total Revenue	22,408,327	24,448,775	20,357,120	83.3%
BEGINNING BALANCE	1,706,327	1,706,327	1,791,221	104.98%
TOTAL AVAILABLE	24,114,654	26,155,102	22,148,342	84.7%
EXPENDITURES				
Instruction & General	16,291,603	17,531,589	12,554,832	71.6%
Student Social & Cultural	87,865	102,846	73,678	71.6%
Research	-	-	-	-
Public Service	591,110	495,124	332,122	67.1%
Internal Services	169,739	169,739	141,449	83.3%
Student Aid	4,554,146	5,225,540	4,611,025	88.2%
Auxiliary Enterprises	823,869	823,869	642,459	78.0%
Intercollegiate Athletics	506,025	505,775	462,299	91.4%
Independent Operations (NMDA)	-	-	-	-
Total Expenditures	23,024,357	24,854,482	18,817,864	75.7%
NET TRANSFERS OUT / (IN)	230,000	230,000	262,595	114.2%
TOTAL EXPENDITURES & TRANSFERS	23,254,357	25,084,482	19,080,459	76.1%
ENDING FUND BALANCE	\$ 860,297	\$ 1,070,619	\$ 3,067,883	

Plant Funds	FY 2019 Original Budget	FY 2019 Adjusted Budget	FY 2019 Actuals as of April 30, 2019	Percentage Earned/Spent
REVENUES AND TRANSFERS				
Required Student Fees				
Bond Proceeds				
Gifts, Grants and Contracts				
Interest Income				
State Appropriation	\$ 1,050,679	\$ 1,017,090	\$ 487,114	47.9%
Debt Service Transfers				
Other				
Total Revenues and Transfers	1,050,679	1,017,090	487,114	47.9%
BEGINNING BALANCE	-	-	-	
TOTAL AVAILABLE	1,050,679	1,050,679	487,114	46.4%
EXPENDITURES				
Capital Projects	1,050,679	1,050,679	487,114	46.4%
Building Renewal	230,000	230,000	127,954	55.6%
Internal Service Renewal/Replacement				
Auxiliary Renewal/Replacement				
Debt Retirement				
Total Expenditures	1,280,679	1,280,679	615,068	48.0%
NET TRANSFERS OUT / (IN)	(230,000)	(230,000)	(262,595)	114.2%
TOTAL EXPENDITURES & TRANSFERS	1,050,679	1,050,679	352,473	33.5%
ENDING FUND BALANCE	\$ -	\$ -	\$ 134,641	

Northern New Mexico College
Comparison of Operating and Plant Funds
(Unadjusted and Unaudited)
Fiscal Year's 2019 and 2018

Operating Funds	FY 2019 Actuals as of April 30, 2019	FY 2018 Actuals as of April 30, 2018	Percentage Increase (Decrease)
REVENUES			
Tuition & Misc Fees	\$ 3,883,510	\$ 3,859,120	0.6%
Federal Appropriations	-	-	
State Appropriations	9,459,914	9,166,188	3.2%
Local Appropriations	-	-	
Gifts, Grants & Contracts	6,086,671	5,739,350	6.1%
Endowment/Land & Perm Inc	196,996	150,654	30.8%
Sales & Services	519,033	613,588	-15.4%
Other	210,995	153,468	37.5%
Total Revenue	20,357,120	19,682,369	3.4%
BEGINNING BALANCE	1,791,221	931,318	92.3%
TOTAL AVAILABLE	22,148,342	20,613,687	7.4%
EXPENDITURES			
Instruction & General	12,554,832	12,196,692	2.9%
Student Social & Cultural	73,678	69,166	6.5%
Research	-	5,839	-100.0%
Public Service	332,122	365,524	-9.1%
Internal Services	141,449	152,569	-7.3%
Student Aid	4,611,025	4,155,160	11.0%
Auxiliary Enterprises	642,459	312,732	105.4%
Intercollegiate Athletics	462,299	462,794	-0.1%
Independent Operations (NMDA)	-	-	
Total Expenditures	18,817,864	17,720,476	6.2%
NET TRANSFERS OUT / (IN)	262,595	79,861	228.8%
TOTAL EXPENDITURES & TRANSFERS	19,080,459	17,800,337	7.2%
ENDING FUND BALANCE	\$ 3,067,883	\$ 2,813,350	9.0%

Plant Funds	FY 2019 Actuals as of April 30, 2019	FY 2018 Actuals as of April 30, 2018	Percentage Increase (Decrease)
REVENUES AND TRANSFERS			
Required Student Fees	\$ -	\$ -	0.0%
Bond Proceeds	-	-	0.0%
Gifts, Grants and Contracts	-	-	0.0%
Interest Income	-	-	0.0%
State Appropriation	487,114	578,396	-15.8%
Debt Service Transfers	-	-	0.0%
Other	-	-	0.0%
Total Revenues and Transfers	487,114	578,396	-15.8%
BEGINNING BALANCE	-	-	
TOTAL AVAILABLE	487,114	578,396	-15.8%
EXPENDITURES			
Capital Projects	487,114	502,370	-3.0%
Building Renewal	127,954	76,464	67.3%
Internal Service Renewal/Replacement	-	-	0.0%
Auxiliary Renewal/Replacement	-	-	0.0%
Debt Retirement	-	-	0.0%
Total Expenditures	615,068	578,834	6.3%
NET TRANSFERS OUT / (IN)	(262,595)	(79,861)	228.8%
TOTAL EXPENDITURES AND TRANSFERS	352,473	498,973	-29.4%
ENDING FUND BALANCE	\$ 134,641	\$ 79,423	69.5%

Some revenues are reported on a seasonal basis or by semester and therefore may affect the Increase/(Decrease) to Fund Balance

Northern New Mexico College

Statement of Cash Flows

(Unaudited and Unadjusted)

April 30, 2019

Cash Flows from Operating Activities	
Receipts from student tuition and fees	\$ 3,662,557
Receipts from grants and contracts	5,846,633
Other receipts	-
Payments to or on behalf of employees	(10,416,391)
Payment to suppliers for goods and services	(7,119,366)
Receipts from Sales and Services	519,033
Payments for scholarships	(1,071,021)
Other Operating Revenue	210,995
Net cash (used) by operating activities	(8,367,559)
Cash Flows from Non-Capital Financing Activities	
State Appropriations	9,947,028
Gifts for other than Capital Purposes	-
Private Gifts for Endowment	-
Other Non-operating Expense	-
Net Cash provided (used) for non-capital financing activities	9,947,028
Cash Flows from Capital and Related Financing Activities	
Proceeds from Capital Debt	-
Capital Gifts, Grants and contracts	-
Purchase/Construction/Renovation of Capital Assets	-
Principal Received/Paid on Capital Debt and Leases	-
Interest and Fees Paid on Capital Debt and Leases	-
Building Fees Received from Students	-
Net Cash provided (used) for capital financing activities	-
Cash Flows from Investing Activities	
Investment Earnings	196,996
Net Cash provided by Investing Activities	196,996
Increase (Decrease) in Cash and Cash Equivalents	1,776,466
Cash and Cash Equivalents- beginning of year	1,791,221
Cash and Cash Equivalents- end of reporting period	\$ 3,567,687

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M O'NEILL, ED.D
CABINET SECRETARY

2019/FY21 YEARLY CAPITAL PROJECTS SUMMER HEARINGS

Project Submittal Checklist

DEADLINE TO UPLOAD DOCUMENTS IS COB ON JUNE 3, 2019

- 00 - Checklist
- 01 - Submittal Certification (Signed by Governing Board President and Institution Chancellor/President)
- 02 - Project Evaluation Form (One per project)
- 03 - Five-Year Plan for Capital Project Funding
- 04 - I&G Spreadsheet
- 05 - Status of all Active Projects
- 06 - Status of all Closed Projects
- 07 - I&G Campus wide Space Verification Spreadsheet

Submittal Instructions:

- Upload each document, including checklist, as a separate file to the HED FTP Site. A subfolder has been created within each HEI folder called "2019 Summer Hearing Documents"
- Name the documents the same as the naming scheme above
- Item 00, 01, 02, and 07 above should be converted to PDF. All other documents need to remain in EXCEL
- If no project request is being submitted, a formal letter signed by the President will need to be uploaded

Andy Romero
Printed Name and Title of Contact Person

andy@nnmc.edu
Email

Signature

5/13/19
Date

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M O'NEILL, ED.D
CABINET SECRETARY

2019 Capital Outlay Summer Hearings

SUBMITTAL CERTIFICATION

Name of Institution: Northern New Mexico College

I hereby certify that the five (5) year plan for our institution, included with this submittal, was approved by the Governing Board on _____. I also certify that the proposed capital outlay projects submitted have been included on the institutions ICIP, are ranked in priority order, are considered to represent the institutions greatest need, have been developed sufficiently to validate project cost, and if funded, will have a minimum of five percent (5%) of the appropriation incurred within the first six (6) months from the date the Bonds are issued.

Governing Board President (Printed Name)

Institution Chancellor/President (Printed Name)

Governing Board President (Signature)

Institution Chancellor/President (Signature)

Date

Date

NEW MEXICO HIGHER EDUCATION DEPARTMENT



Michelle Lujan Grisham
GOVERNOR

Kate M. O'Neill ED.D
CABINET SECRETARY

2019/FY21 YEARLY CAPITAL PROJECTS SUMMER HEARINGS

Project Evaluation Form

Name of Institution: Northern New Mexico College

Location of Project (Attach Aerial Map): El Rito Campus

Project Title: EL Rito Campus Buildings Potable Water Pipe Installation & Sewer Infrastructure Impro

FY21 Priority #: 1

Master Plan Priority #: 1

Total Project Cost: \$ 1,400,000.00

Total Funding Request: \$ 1,400,000.00

Total Match Funding: \$ 0.00

Source of Match Funding:

N/A

Detail of how project cost was determined:

The project cost was determined by General Contractors project estimates.

**New Mexico Higher Education Department
Summer Hearings 2019**

Complete table below if this project request contains multiple projects or if the project can be phased. List in priority order:

Phase/ Project #	Phase/Project Description	Amount
1	Potable Water Pipe Installation & Sewer Infrastructure Improvements	\$1,400,000.00

Project Timeline for single project, multiple projects or phases:

Phase/Project Start Date (mm/yyyy) Completion Date (mm/yyyy)

1	07/2020	06/2022
2	07/2020	06/2022

If funding has been requested in the past for this project, provide a brief summary to include when it was presented and any changes from original request(s) (Cost, Scope, etc.):

N/A

New Mexico Higher Education Department
Summer Hearings 2019

Project Description: Be thorough in description. Must include general description of facility, GSF, age, date of last improvement, funds used for last improvement, types of space within facility, instructional programs served, and description of work to be performed.

Potable Water Pipe Installation:

This project will provide labor, materials, and equipment for the replacement of existing old corrugated galvanized water piping to three buildings at the El Rito Campus; Jaramillo Hall, North Dorm and Delgado Hall (AD).

Drains are to be installed to enable staff to drain down the system during colder winter months and/or for repairs.

Sewer Infrastructure Improvements:

This project will also include labor, materials, and equipment for the cleaning of the sewer system pipes, manholes, collection ponds and any other sewer related work needed at the El Rito Campus.

Location of Facilities: El Rito Campus

Age of Facility:

Jaramillo Hall (1954) 65yrs;

North Dorm (1937) 82 yrs;

Delgado Hall (1909) 110yrs.

Types of Space with in the Facility:

Jaramillo Hall - classrooms, offices and general space

North Dorm - dorm rooms, laundry, general study spaces

Delgado Hall - classrooms, offices, general space and support space

Gross Square Footage of Facilities:

Jaramillo Hall - 1,955 Gross Square Feet

North Dorm - 22,138 Gross Square Feet

Delgado Hall - 16,622 Gross Square Feet

Last Improvement: N/A

Funds used for last Improvement: N/A

New Mexico Higher Education Department

Summer Hearings 2019

Rationale: Be thorough in explaining the purpose of the project. Must include method used to determine project priority (FCI, etc.), how project supports mission and role of IHE, how project relates to instructional programs and, consequences of project not receiving funding.

The Water and Sewer Infrastructure Project will provide Northern New Mexico College, El Rito Campus, the ability to open the buildings for a minimum of six months in the warmer/summer months. This also allows us to close up the buildings during the colder/winter months until a sustainable heating source can be installed on this campus. This project will also provides cleaner, clear water for consumption to all who occupy the buildings. Steady sewer flow with less sewer blockages and backups will improve the system when the campus is being utilized.

New Mexico Higher Education Department
Summer Hearings 2019

Health and Safety: Describe major health and safety problems being addressed by this project, including ADA upgrades if applicable.

Drinking from old, rusty galvanized water pipes can be a major health issue as pipes are old and have reached the point of not being able to thoroughly be cleaned.

Sewage back ups in restrooms, and exterior man holes poses as an extreme health and safety threat if this is not addressed.

New Mexico Higher Education Department
Summer Hearings 2019

Green Screen for Buildings: Describe the Energy Efficiency measures that will be incorporated into the design and construction of this project.

N/A

New Mexico Higher Education Department
 Summer Hearings 2019

Full-Time Student Enrollment Trends:

Provide the instructional program majors being served by this project:

Major Title	Head Count	FTE	% Growth from Last Year	Avg. Growth last 10 years

Provide Fall Semester enrollment data per year reported to the NMHED:

Year	2011	2012	2013	2014	2015	2016	2017	2018
FTE	1254.4	1185.6	1059.7	870.1	706.8	782.6	778.7	798.7
OFTE	211.9	155	144.7	131	123.2	174.1	128.7	136.5
FTE-OFTE	1042.5	1030.6	915	739.1	583.6	608.5	650	662.20

*OFTE = Online/Distance Education FTE

Language for appropriation: Compose the legislative language that would best suit your project needs should the project be funded (Example: to plan, design, construct, and equip infrastructure improvements at John Doe College)
 To plan, design, construct , and equip all plumbing upgrades & infrastructure improvements on the El Rito campus.

Northern NM College

Full-Time Student Enrollment Trends:

Major Title	Headcount (HC) Fall 2018	FTE 2018	% Growth from Last Year (HC)	Avg. Growth last 10 years (HC)
ALT Special Education	7	75%	2.3	26%
ALT-Elementary(K-8)	9	-10%	2.5	18%
Accounting	15	-12%	16.3	-2%
Allied Health	3	-40%	3.9	0%
Alt Secondary(7-12)	6	50%	3.3	0%
Art	2	-50%	2.3	14%
Barbering	16	23%	18.6	9%
Biology	43	8%	51.3	-3%
Business Administration	126	12%	130.7	18%
Chemical Technician	2		2.8	-13%
Cosmetology	16	7%	20.8	-6%
Criminal Justice	43	0%	46.5	5%
Early Childhood Education	31	48%	27.6	2%
Electrical Technology	3	-67%	2.8	-4%
Electromechanical Engr Tech	24	-33%	25.6	73%
Elementary Education	45	15%	43.8	-10%
Environmental Science	46	-2%	48.8	8%
Film and Digital Media Arts	23	144%	27.0	204%
General Psychology	13	44%	14.3	16%
Hospitality, Tour, Res Mgt	1		0.3	0%
Human Services in Soc Sci	2	0%	1.0	-14%
Humanities	8	0%	8.1	7%
Information Engineering Tech	60	22%	62.2	13%
Liberal Arts	30	-9%	33.8	66%
Mathematics	6	-25%	5.7	19%
Mechanical Engineering	9	29%	9.7	-4%
Music	4	-69%	2.7	-5%
Non-Degree	213	-17%	92.5	-10%
Nursing (ADN)	30	-19%	28.8	-15%
Nursing (ADN) AS	69	25%	73.0	1%
Office Administration	6	20%	4.0	21%
Practical Nurse	2	0%	1.4	13%
Pre-Engineering	6	20%	6.6	-25%
Pre-Forestry	1	0%	1.2	-7%
Project Management	17	21%	17.9	102%
Psychology	55	2%	58.9	31%
RN to BSN	68	-11%	65.2	24%

Northern NM College

Radiation Control Technician	4	33%	3.9	-8%
Radiation Protection	17	21%	17.9	52%
Renewable Energy	1	0%	1.2	-21%
Self-Design	4	100%	3.5	13%
Substance Abuse Counselor	9	13%	10.8	3%
Theatre	2	100%	2.7	-5%
Wildland Fire Science	1		1.3	-5%

Year	2010	2011	2012	2013	2014	2015	2016	2017	2018
FTE	1352.5	1254.4	1185.6	1059.7	870.1	706.8	782.6	778.7	798.7
OFTE	245.5	211.9	155	144.7	131	123.2	174.1	128.7	136.5
FTE-OFTE	1107	1042.5	1030.6	915	739.1	583.6	608.5	650	662.2



New Mexico Department of Higher Education

2019 Summer Hearing - Five Year Capital Project Funding Plan

Northern New Mexico College

INSTITUTION:

DATE: 5/6/2019

Institution acronym	FY20 Funding Priority #	Overall Funding Priority #	Project Title	Description	Year Project Funding will be requested	Month/Year Project to be started	Month/Year Project to be completed	Phase	Cost of Project or Phase	GOB	STB	Other	Percent of GOB or STB	Percent of Other Funding Source	Description of Other Funding Source	New Construction	Renovation	Square Footage (GSF)
XXXX		1	Roofing Improvements Campuswide	Replace the roof on the Science Building and repair/replace other roofs campuswide	2019	Apr-19	Apr-19	X	\$3,500,000	X	X	X	90%	10%	BRG	X	X	29,580
NNMC	1	1	El Rito Campus Utility/Sustainability	Follow up to the Ameresco Energy Audit for dual campus findings; to do upgrades and improvements for longevity of campus for the next 20 years. Prepare campus for long time sustainability to provide education.	2020	Jul-20	Jun-23	X	\$4,000,000				100%	0%	N/A			
NNMC	2	2	Expansion of Parking Lots and Road Improvements for both Espanola and El Rito Campus'	This is to provide additional parking spaces to accommodate students, faculty, and staff and to improve road conditions on campus.	2020	Jul-20	Jun-23	X	\$3,500,000				100%	0%	N/A			
NNMC	3	3	Future Campus' Infrastructure Needs	This is to provide pathways, shade structures, student common areas for our surrounding housing residences.	2021	Jul-21	Jun-24	X	\$ 2,000,000				100%	0%	N/A			
NNMC	4	4	NNMC Student Union	To provide needed facility space for students living on or near campus	2021	Jul-21	Jun-24	X	\$ 5,000,000				100%	0%	N/A			
NNMC	5	5	Metal Trades/Continuing Education Building Upgrade	This is to modernize the facility to allow for more comprehensive suites for classes in Continuing Education opportunities.	2022	Jul-22	Jun-25	X	\$ 3,500,000				100%	0%	N/A			
NNMC	6	6	Espanola Campus Event Center	This is to provide a centralized location to host all NNMC and Community events	2023	Jul-23	Jun-26	X	\$ 2,000,000				100%	0%	N/A			
NNMC	7	7	El Rito Campus Infrastructure/Sustainability	to do upgrades and improvements for longevity of campus buildings for the next 20 years. Prepare campus for long time sustainability to provide education.	2024	Jul-24	Jun-27	X	\$ 4,000,000				100%	0%	N/A			



New Mexico Department of Higher Education

2019 Summer Hearing I&G Data Submitted by IHE's

Institution Type	Institution Acronym	Space Utilization for New Mexico Higher Education Institutions	Institution reported BRR eligible GSF Per Parsons (3DI) 2006	Institution Eligible Instructional and General GSF 2016	Percent Difference Between 2017 & 2018	Institution Eligible Instructional and General GSF 2018	Fall Semester I&G FTE 2018	Fall Semester I&G Online FTE 2018	Fall Semester I&G FTE minus Online FTE (b-c)	Fall Semester I&G Sq. Ft. / (FTE minus Online FTE)
				a	b	c				a/(b-c)
Research University	NMSU	New Mexico State University	2,970,141						0	
	UNM	University of New Mexico (including HSC)	5,146,904						0	
	NMIMT	New Mexico Institute of Mining and Technology	851,904						0	
	ENMU	Eastern New Mexico University	1,039,186						0	
	NMHU	New Mexico Highlands University	719,742						0	
	WNMU	Western New Mexico University	535,394						0	
	NNMC	Northern New Mexico College	359,025	380,064	-40%	270,816	798.7	136.5	662	409
	NMSU - DACC	NMSU - Dona Ana	380,537						0	
	UNM - T	UNM - Taos							0	
	UNM - G	UNM - Gallup	167,799						0	
Comprehensive University	NMSU - C	NMSU - Carlsbad	142,314						0	
	ENMU - Rui	ENMU - Ruidoso	40,000						0	
	ENMU - Ros	ENMU - Roswell	498,062						0	
	NMSU - A	NMSU - Alamogordo	190,976						0	
	UNM - V	UNM - Valencia	142,033						0	
	NMSU - G	NMSU - Grants	118,578						0	
	UNM - LA	UNM - Los Alamos	75,462						0	
	CNM - Main	Central New Mexico Community College	1,215,597						0	
	LCC	Luna Community College	353,924						0	
	SJC	San Juan College	870,500						0	
Independent Public Community Colleges and Special Schools	SFCC	Santa Fe Community College	503,673						0	
	CCC	Clovis Community College	311,561						0	
	MCC	Mesalands Community College	113,535						0	
	NMJC	New Mexico Junior College	427,643						0	
	NMMI	New Mexico Military Institute	740,149						0	
	NMSD	New Mexico School for the Deaf	254,339						0	
	NMSBVI	New Mexico School for the Blind and Visually Impaired	150,500						0	
	DINE	DINE College	0						0	
	IAIA	Institute of American Indian Arts	0						0	
	NTC	Navajo Technical College	0						0	
Native American Institutions	SIPI	Southwestern Indian Polytechnic Institute	0						0	
	Total:		18,319,478	380,064	0	270,816	799	137	662	409

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M O'NEILL, ED.D
CABINET SECRETARY

2019/FY21 YEARLY CAPITAL PROJECTS SUMMER HEARINGS

Project Submittal Checklist

DEADLINE TO UPLOAD DOCUMENTS IS COB ON JUNE 3, 2019

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- If no project request is being submitted, a formal letter signed by the President will need to be uploaded

Andy Romero
Printed Name and Title of Contact Person

andy@nnmc.edu
Email

Signature

5/13/19
Date

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M O'NEILL, ED.D
CABINET SECRETARY

2019 Capital Outlay Summer Hearings

SUBMITTAL CERTIFICATION

Name of Institution: Northern New Mexico College

I hereby certify that the five (5) year plan for our institution, included with this submittal, was approved by the Governing Board on _____. I also certify that the proposed capital outlay projects submitted have been included on the institutions ICIP, are ranked in priority order, are considered to represent the institutions greatest need, have been developed sufficiently to validate project cost, and if funded, will have a minimum of five percent (5%) of the appropriation incurred within the first six (6) months from the date the Bonds are issued.

Governing Board President (Printed Name)

Institution Chancellor/President (Printed Name)

Governing Board President (Signature)

Institution Chancellor/President (Signature)

Date

Date

NEW MEXICO HIGHER EDUCATION DEPARTMENT



Michelle Lujan Grisham
GOVERNOR

Kate M. O'Neill ED.D
CABINET SECRETARY

2019/FY21 YEARLY CAPITAL PROJECTS SUMMER HEARINGS

Project Evaluation Form

Name of Institution: Northern New Mexico College

Location of Project (Attach Aerial Map): El Rito Campus

Project Title: Ground Source Heating & Cooling Infrastructure & Sustainability Campus Wide

FY21 Priority #: 2

Master Plan Priority #: 2

Total Project Cost: \$ 7,378,000.00

Total Funding Request: \$7,378,000.00

Total Match Funding: \$ 0.00

Source of Match Funding:

N/A

Detail of how project cost was determined:

The project cost was determined by Ameresco, who is Northern New Mexico College's partner in the dual campus Renewable Energy Audit, who is also under the supervision of New Mexico Energy, Minerals, and Natural Resource Division.

**New Mexico Higher Education Department
Summer Hearings 2019**

Complete table below if this project request contains multiple projects or if the project can be phased. List in priority order:

Phase/ Project #	Phase/Project Description	Amount
1	South Dormitory/Kitchen	
2	Jaramillo Hall	
3	North Dormitory	
4	Delgado Hall	

Project Timeline for single project, multiple projects or phases:

Phase/Project	Start Date (mm/yyyy)	Completion Date (mm/yyyy)
1	07/2020	06/2022
2	07/2020	06/2022
3	07/2020	06/2022
4	07/2020	06/2022

If funding has been requested in the past for this project, provide a brief summary to include when it was presented and any changes from original request(s) (Cost, Scope, etc.):
N/A

New Mexico Higher Education Department

Summer Hearings 2019

Project Description: Be thorough in description. Must include general description of facility, GSF, age, date of last improvement, funds used for last improvement, types of space within facility, instructional programs served, and description of work to be performed.

For this project space heating & cooling will be provided by high efficiency heat pumps located on the ceiling plenum or in small mechanical rooms. Each heat pump has its own refrigeration compressor and fan. The heat pumps will provide heating and cooling to the space. Heat will be added to and rejected from from the heat pumps condensing water loop using an array of vertical piping buried beneath the site. Low Velocity duct work will connect the heat pumps to the diffusers in the space. The return air will recirculate to the heat pumps through the open ceiling plenums. Ventilation air will be provided by a dedicated outside air handler unit. This unit will be a package heat recovery unit located on the roof of the building or in the buildings mechanical rooms. The heat recover unit will use the general building exhaust air to preheat and cool in the incoming outside air using a rotating heat wheel. The ventilation air will be ducted to the individual space ceiling plenums, where it will be mixed with the air recirculating to the heat pumps. The Ground Source Loop will be a series of vertical wells drilled into the ground to use the earth as an energy source or "heat sink." This "closed loop" transports energy to and from the ground using the water in the piping. This is a non insulated pipingloop made of copper or steel inside the buildings and plastic outside the buildings. The Ground Source Array would consist of 4.5" diameter holes dug 300 feet deep and approximately 25 feet on center. Parking lots are ideal locations for bore holes. The building mechanical rooms will house ground coupled loop manifolds, two heat pumps, circulating water pumps (one is back up) with variable speed drive (USD). The primary cooling/heating plant consists of condensor water loop buried in the ground using the earth as a heat sink. In the cooling season the loop will transfer heat absorbed from the space by the heat pumps and transfer it to the ground for storage. When heating is required, the condensor loop recaptures the heat fro the ground and returns it to the space. EL Rito Campus buildings that are proposed to run of of this heating/cooling system is the South Dormitory/Kitchen, Jaramillo Hall, North Dormitory and Delgado Hall (AD).

Location of Facilities: El Rito Campus

Age of Facility:

Jaramillo Hall (1954) 65yrs;

North Dorm (1937) 82 years

Delgado Hall (1909) 110years

South Dorm (1937) 82 years.

Types of Space with in the Facility:

Jaramillo Hall - classrooms, offices and general space

North Dorm - dorm rooms, laundry, general study spaces, staff and guest laundry

Delgado Hall - classrooms, offices, general space and support space

South Dorm - Kitchen, dining, dorm rooms, library and guest laundry

Gross Square Footage of Facilities:

Jaramillo Hall - 1,955 Gross Square Feet

North Dorm - 22,138 Gross Square Feet

Delgado Hall - 16,622 Gross Square Feet

South Dorm - 24,017 Gross Square Feet

Last Improvement: N/A

Funds used for last Improvement: N/A

New Mexico Higher Education Department
Summer Hearings 2019

Rationale: Be thorough in explaining the purpose of the project. Must include method used to determine project priority (FCI, etc.), how project supports mission and role of IHE, how project relates to instructional programs and, consequences of project not receiving funding.

The El Rito Ground Coupled Heat Pump (GCHP) System will remove the campus' dependency of propane completely.

Installing the Ground Coupled Heat Pump (GCHP) System will provide a number of benefits to the occupants of the buildings, the Facility Operations Staff, and the overall operating budget of the College.

Occupants of the buildings will be more comfortable with the addition of mechanical cooling.

The New System will include a full direct digital control system which will give the Facilities department Staff the ability to schedule equipment operating times to match the schedule of the occupants. The Control System will also give the staff the capability to troubleshoot complaint calls remotely.

The spaces will be provided with adequate levels of ventilation.

The El Rito Ground Couple Heat Pump System will reduce the energy consumption and operating cost of the El Rito Campus.

New Mexico Higher Education Department
Summer Hearings 2019

Health and Safety: Describe major health and safety problems being addressed by this project, including ADA upgrades if applicable.

The occupants of these buildings will be provided with acceptable temperatures in both heating and cooling times of the year.

**New Mexico Higher Education Department
Summer Hearings 2019**

Green Screen for Buildings: Describe the Energy Efficiency measures that will be incorporated into the design and construction of this project.

The Ground Coupled Heat Pump (GCHP) System has a lower life cycling operating cost than comparable four pipe heating and cooling systems.

The Ground Coupled Heat Pump (GCHP) System will also remove the campus' dependability of propabe, therefore, saving on utility and operation costs.

New Mexico Higher Education Department
 Summer Hearings 2019

Full-Time Student Enrollment Trends:

Provide the instructional program majors being served by this project:


Major Title	Head Count	FTE	% Growth from Last Year	Avg. Growth last 10 years

Provide Fall Semester enrollment data per year reported to the NMHED:

Year	2011	2012	2013	2014	2015	2016	2017	2018
FTE	1254.4	1185.6	1059.7	870.1	706.8	782.6	778.7	798.7
OFTE	211.9	155	144.7	131	123.2	174.1	128.7	136.5
FTE-OFTE	1042.5	1030.6	915	739.1	583.6	608.5	650	662.2

*OFTE = Online/Distance Education FTE

Language for appropriation: Compose the legislative language that would best suit your project needs should the project be funded (Example: to plan, design, construct, and equip infrastructure improvements at John Doe College)
 To plan, design and construction of Energy and Campus upgrades.

 New Mexico Department of Higher Education																			
2019 Summer Hearing - Five Year Capital Project Funding Plan Northern New Mexico College																			
Institution acronym	FY20 Funding Priority #	Overall Funding Priority #	Project Title	Description	Year Project Funding will be requested	Month/Year Project to be started	Month/Year Project to be completed	Phase	Cost of Project or Phase	GOB	STB	Other	Percent of GOB or STB	Percent of Other Funding Source	Description of Other Funding Source	New Construction	Renovation	Square Footage (GSF)	DATE:
																			5/16/2019
xxxx			Booing Improvements Campuswide	Replace the roof on the Student Building and repair/replace other roofs campuswide.	2019	Oct-23	Apr-19	X	\$216,000	X	X	X	50%	10%	BRN		X	29,560	
NNMC	1	1	El Rito Campus Utility/Sustainability	Follow up to the Ameresco Energy Audit for dual campus findings; to do upgrades and improvements for longevity of campus for the next 20 years. Prepare campus for long time sustainability to provide education.	2020	Jul-20	Jun-23	X	\$4,000,000				100%	0%	N/A				
NNMC	2	2	Expansion of Parking Lots and Road Improvements for both Espanola and El Rito Campus	This is to provide additional parking spaces to accommodate students, faculty, and staff and to improve road conditions on campus.	2020	Jul-20	Jun-23	X	\$3,500,000				100%	0%	N/A				
NNMC	3	3	Future Campus' Infrastructure Needs	This is to provide pathways, shade structures, student common areas for our surrounding housing residences.	2021	Jul-21	Jun-24	X	\$ 2,000,000				100%	0%	N/A				
NNMC	4	4	NNMC Student Union	To provide needed facility space for students living on or near campus	2021	Jul-21	Jun-24	X	\$ 5,000,000				100%	0%	N/A				
NNMC	5	5	Metal Trades/Continuing Education Building Upgrade	This is to modernize the facility to allow for more comprehensive suites for classes in Continuing Education opportunities.	2022	Jul-22	Jun-25	X	\$ 3,500,000				100%	0%	N/A				
NNMC	6	6	Espanola Campus Event Center	This is to provide a centralized location to host all NNMC and Community events	2023	Jul-23	Jun-26	X	\$ 2,000,000				100%	0%	N/A				
NNMC	7	7	El Rito Campus Infrastructure/ Sustainability	to do upgrades and improvements for longevity of campus buildings for the next 20 years. Prepare campus for long time sustainability to provide education.	2024	Jul-24	Jun-27	X	\$ 4,000,000				100%	0%	N/A				

New Mexico Department of Higher Education										
2019 Summer Hearing I&G Data Submitted by IHE's										
Institution Type	Institution Acronym	Space Utilization for New Mexico Higher Education Institutions	Institution reported BRR eligible GSF Per Parsons (3D1) 2006	Institution Eligible Instructional and General GSF 2016	Percent Difference Between 2017 & 2018	Institution Eligible Instructional and General GSF 2018	Fall Semester I&G FTE Students 2018	Fall Semester I&G Online FTE 2018	Fall Semester I&G FTE minus Online FTE (b-c)	Fall Semester I&G Sq. Ft. / (FTE minus Online FTE)
				a	b	c	a	b	a(b-c)	
Research University	NMSU	New Mexico State University	2,970,141						0	
	UNM	University of New Mexico (including HSC)	5,146,904						0	
Comprehensive University	NMIMT	New Mexico Institute of Mining and Technology	851,904						0	
	ENMU	Eastern New Mexico University	1,039,186						0	
	NMHU	New Mexico Highlands University	719,742						0	
	WNMU	Western New Mexico University	535,394						0	
	NNMC	Northern New Mexico College	359,025	380,064	-40%	270,816	798.7	136.5	662	409
Branch Community Colleges	NMSU - DACC	NMSU - Dona Ana	380,537						0	
	UNM - T	UNM - Taos							0	
	UNM - G	UNM - Gallup	167,799						0	
	NMSU - C	NMSU - Carlsbad	142,314						0	
	ENMU - Rui	ENMU - Ruidoso	40,000						0	
	ENMU - Ros	ENMU - Roswell	498,062						0	
	NMSU - A	NMSU - Alamogordo	190,976						0	
	UNM - V	UNM - Valencia	142,033						0	
	NMSU - G	UNM - Grants	118,578						0	
	UNM - LA	UNM - Los Alamos	75,462						0	
Independent Public Community Colleges and Special Schools	CNM - Main	Central New Mexico Community College	1,215,597						0	
	LCC	Luna Community College	353,924						0	
	SJC	San Juan College	870,500						0	
	SFCC	Santa Fe Community College	503,673						0	
	CCC	Clovis Community College	311,561						0	
	MCC	Mesalands Community College	113,535						0	
	NMJC	New Mexico Junior College	427,643						0	
	NMMI	New Mexico Military Institute	740,149						0	
	NMISD	New Mexico School for the Deaf	254,339						0	
	NMSBVI	New Mexico School for the Blind and Visually Impaired	150,500						0	
Native American Institutions	DINE	DINE College	0						0	
	IAIA	Institute of American Indian Arts	0						0	
	NTC	Navajo Technical College	0						0	
	SIPI	Southwestern Indian Polytechnic Institute	0						0	
		Total:	18,319,478	380,064		270,816	799	137	662	409

New Mexico Department of Higher Education																		
2019 Summer Hearing - Status of all Active Projects regardless of funding source - 2015 to Current																		
Northern New Mexico College																		
Appropriation Title (CPMS)	Appropriation ID (CPMS)	Local Project ID	Project Description	Current Status	HED Approval Date	IGF Approval Date	Original Project Cost	Anticipated Completion Date	GOB	STB	Other	Percent of GOB or STB	Percent of Other Funding Source	Description of Other Funding Source	New Construction	Renovation	Square Footage (GSF) of I&G Space	Square Footage (GSF) of non-I&G Space
X00 North Gate Course Open Space Improvements	42616	N/A	Improvements to the X-00 North Gate Course to include install roof eave gutters, walk way, paths and coverings	Project is currently on hold pending approval to escape from Summer-19 Equity.	N/A	N/A	\$289,500	7/7/2018	N/A	X		85%	35%	IGF - Summer Research		X	N/A	N/A
Installation of Emergency Notification System and Fire Alarm System and Outdoor Fire Alarm System upgrade Phase 1	A5138		Installation of a campus wide annunciator system for the Common Areas, Classrooms and Outdoor spaces. Emergency Evacuation System for the Gym and all building Fire Alarm System Upgrade - Phase 1 - for the Espanola Campus	Installation of Emergency Notification System and Fire Alarm System upgrade Phase 1 started in 8/29/2018 and will be completed by 6/30/2019	Aug-18		\$427,638	6/30/2019	X			100%	0%	N/A		X		
Johnson Control Building HVAC & Mechanical Upgrades	A5138		Replace 3 existing Trane RTU's with New Carrier Electric DX Cooling and GAS Heat RTU's, run new gas supply to RTU's, drain and cap off existing boiler, new electrical disconnects. Install New BACNET Controls System for a complete operating HVAC System	Job pending weather permitance	Sep-18		\$229,197	6/30/2019	X			100%	0%	N/A				
Roofing Repairs - Espanola & El Rito campus	A5138		full tune up on the roof of Jaramillo Hall at the El Rito Campus. Apply a GAF roofmate Top Coat System to HI Tech Building on the Espanola campus.	Job pending weather permitance	Sep-18		\$79,213	6/30/2019	X			100%	0%	N/A				



New Mexico Department of Higher Education
 2019 Summer Hearing - I&G Space Verification

INSTITUTION:

Northern New Mexico College

DATE:

Building Number	Building Name	City	County	Year Built	Total Building Gross Square Feet (GSF)	Building Ownership (Own or Lease)	I&G Totals		O&M & Utilities Totals	
							Eligibility %	Eligible Gross Square Feet (GSF)	Eligibility %	Eligible Gross Square Feet (GSF)
ES - Administration	Espanola	Rio Arriba	1970	59,292	Own		59,292		59,292	
ES - General Education	Espanola	Rio Arriba	1978	24,733	Own		24,733		24,733	
ES - Metal Trades	Espanola	Rio Arriba	1979	17,844	Own		17,844		17,844	
ES - Learning Resource Center	Espanola	Rio Arriba	1980	33,939	Own		33,939		33,939	
ES - Vocational Education/Nursing	Espanola	Rio Arriba	1981	22,745	Own		22,745		22,745	
ES - Center for the Arts	Espanola	Rio Arriba	1986	22,093	Own		22,093		22,093	
ES - Gymnasium	Espanola	Rio Arriba	1987	32,526	Own		32,526		32,526	
ES - Portable A	Espanola	Rio Arriba	1990	1,680	Own		1,680		1,680	
ES - Portable B	Espanola	Rio Arriba	1990	1,680	Own		1,680		1,680	
ES - Portable C	Espanola	Rio Arriba	1990	1,640	Own		1,640		1,640	
ES - Student Services	Espanola	Rio Arriba	1992	7,146	Own		7,146		7,146	
ES - Student Success	Espanola	Rio Arriba	1996	11,765	Own		11,765		11,765	
ES - High Technology	Espanola	Rio Arriba	1998	21,412	Own		21,412		21,412	
ES - Johnson Controls	Espanola	Rio Arriba	1999	15,519	Own		15,519		15,519	
ES - Automotive/Facilities	Espanola	Rio Arriba	2008	14,305	Own		14,305		14,305	
ES - Teacher Education	Espanola	Rio Arriba	2009	11,432	Own		11,432		11,432	
ES - SERPA	Espanola	Rio Arriba	2010	9,814	Own		9,814		9,814	
ER - Delgado Hall (Admin)	El Rito	Rio Arriba	1909	16,622	Own				16,622	
ER - Cutting Hall/South Dorm	El Rito	Rio Arriba	1937	24,017	Own				24,017	
ER - Jaramillo Hall	El Rito	Rio Arriba	1954	11,955	Own				11,955	
ER - Grant Gym	El Rito	Rio Arriba	1957	13,657	Own				13,657	
ER - Hazmat	El Rito	Rio Arriba	1967	11,823	Own				11,823	
ER - Pueblo	El Rito	Rio Arriba		5,886	Own				5,886	
ER - Spanish Colonial/ Diesel	El Rito	Rio Arriba		15,539	Own				15,539	
ER - Weaving	El Rito	Rio Arriba		3,274	Own				3,274	
ER - North Dorm	El Rito	Rio Arriba		22,138	Own				22,138	
ER - Student Center	El Rito	Rio Arriba		2,058	Own				2,058	
ER - Astronomy Dome	El Rito	Rio Arriba		118	Own				118	

 New Mexico Department of Higher Education									
2019 Summer Hearing - I&G Space Verification									
INSTITUTION:					DATE:				
Northern New Mexico College									
Totals					436,652			207,696	436,652

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M O'NEILL, ED.D
CABINET SECRETARY-DESIGNATE

2019/FY21 YEARLY CAPITAL PROJECTS SUMMER HEARINGS

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Andy Romero

Printed Name and Title of Contact Person

andy@nnmc.edu

Email

Signature

5/13/19

Date

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M O'NEILL, ED.D
CABINET SECRETARY-DESIGNATE

2019 Capital Outlay Summer Hearings

SUBMITTAL CERTIFICATION

Name of Institution: Northern New Mexico College

I hereby certify that the five (5) year plan for our institution, included with this submittal, was approved by the Governing Board on _____. I also certify that the proposed capital outlay projects submitted have been included on the institutions ICIP, are ranked in priority order, are considered to represent the institutions greatest need, have been developed sufficiently to validate project cost, and if funded, will have a minimum of five percent (5%) of the appropriation incurred within the first six (6) months from the date the Bonds are issued.

Governing Board President (Printed Name)

Institution Chancellor/President (Printed Name)

Governing Board President (Signature)

Institution Chancellor/President (Signature)

Date

Date

NEW MEXICO HIGHER EDUCATION DEPARTMENT



Michelle Lujan Grisham
GOVERNOR

Kate M. O'Neill ED.D
CABINET SECRETARY-DESIGNATE

2019/FY21 YEARLY CAPITAL PROJECTS SUMMER HEARINGS

Project Evaluation Form

Name of Institution: Northern New Mexico College

Location of Project (Attach Aerial Map):

Project Title: Expansion of New Parking Lot, Roads & Improvements for Both the Espanola & El Rito

FY21 Priority #: 3

Master Plan Priority #: 3

Total Project Cost: \$ 2,000,000.00

Total Funding Request: \$ 2,000,000.00

Total Match Funding: \$ 0.00

Source of Match Funding:

N/A

Detail of how project cost was determined:

Project Cost was determined by obtaining quotes that have been generated by a General Contractor for both campus projects.

**New Mexico Higher Education Department
Summer Hearings 2019**

Complete table below if this project request contains multiple projects or if the project can be phased. List in priority order:

Phase/ Project #	Phase/Project Description	Amount
1	El Rito Campus Asphalt Improvements	\$1,600,000.00
2	Española Campus New Parking Lots	\$400,000.00

Project Timeline for single project, multiple projects or phases:

Phase/Project Start Date (mm/yyyy) Completion Date (mm/yyyy)

1	07/01/2020	06/30/2023
2	07/01/2020	06/30/2023

If funding has been requested in the past for this project, provide a brief summary to include when it was presented and any changes from original request(s) (Cost, Scope, etc.):
N/A

New Mexico Higher Education Department

Summer Hearings 2019

Project Description: Be thorough in description. Must include general description of facility, GSF, age, date of last improvement, funds used for last improvement, types of space within facility, instructional programs served, and description of work to be performed.

El Rito Campus Asphalt Improvements

1. Replace all existing roadways campus wide. See campus map detail #1
2. Replace existing asphalt at the North Dorm parking lot. See campus map detail #2
3. Replace existing asphalt at the Delgado Hall (AD) parking lot. See campus map detail #3
4. Replace existing asphalt at the South Dorm/Jaramillo Hall parking lots. See campus map detail #4
5. Replace existing asphalt at the Construction Trades/Colonial Arts building parking lots. See campus map detail #5
6. Install new roadway path & existing asphalt improvements to Transfer Station, which is located directly behind the the Construction Trades/Colonial Arts Building. See campus map detail #6

Espanola Campus New Parking Lots

1. Propose to asphalt existing dirt parking lot located at the North Side of the General Education (GE) Building. See campus map detail #1
2. Propose to asphalt the existing dirt parking lots located at the North Side of Portable Buildings/East Side of Gym. See campus map detail #2
3. Propose to asphalt the existing dirt road and parking lot located at the South Side of the High Technology Building. See campus map detail #3
4. Propose to asphalt the unfinished dirt areas at the Facilities Building. These serve as an access road and Fleet parking lot. See campus map detail #4

El Rito Campus is 110 years old (1909-2019).

El Rito Paving Project is approximately 160,679 square feet.

El Rito Campus houses multiple builds; 9 buildings, 6 residential houses, and 6 trailer court spaces, along with multiple maintenance shops.

El Rito Campus provides College Educational Courses.

Espanola Campus is 49 years old (1970 - 2019)

Espanola Paving Project is approximately 74,370 square feet

Espanola Campus has 15 educational buildings

Espanola Campus provides College Educational Courses.

Last Improvement: N/A

Funds used for last Improvement: N/A

New Mexico Higher Education Department
Summer Hearings 2019

Rationale: Be thorough in explaining the purpose of the project. Must include method used to determine project priority (FCI, etc.), how project supports mission and role of IHE, how project relates to instructional programs and, consequences of project not receiving funding.

El Rito Campus Asphalt Improvements

El Rito campus existing asphalt roads and parking lots have deteriorated over the past 40+ years. The average life span for asphalt is 15-20 years. These areas show excessive amounts of large cracks, potholes, and drainage issues. The existing asphalt has worn down to a thin layer exposing the surface to be uneven and showing aggregate exposure of the gravel within in the asphalt. To address these problems and the Health & Safety Issues that they cause, we are proposing that new asphalt to remediate these issues. The El Rito Campus is visited by community members, teens and visitors that utilize the park, basketball & tennis courts, and walking paths. This is especially during the Spring and Summer months. The campus also hosts our tenants and their families that reside within our campus rentals and trailer spaces. The El Rito campus will start to see more students, faculty and staff presence this summer and future years to come.

Espanola Campus New Parking Lots

The proposed "new" parking lots at the Espanola Campus are a high priority for our entire College Community. These existing spaces are presently dirt lots that are utilized by students, faculty, staff and community members for parking. These dirt lots currently have no ADA accessibility, and by asphaltting these lots we could then install ADA parking spaces closer to our buildings. This will provide more adequate parking spaces thus relieving the high risk of health & safety issues that are occurring at the present time.

These dirt lots are not accessible during wet weather and are then closed to vehicle parking. Espanola Campus parking spaces are limited at times, therefore extra parking would help dramatically during high peaks.

New Mexico Higher Education Department
Summer Hearings 2019

Health and Safety: Describe major health and safety problems being addressed by this project, including ADA upgrades if applicable.

El Rito Campus Asphalt Improvements

Major Health & Safety problems pertaining to the El Rito campus are uneven asphalt, potholes, aggressive cracks, exposure to large aggregated rocks due to the deteriorating of asphalt on all roadways and parking lots. These problems are campus wide and are a high Health & Safety Issue to our tenants and their families that reside on our campus rentals and trailer spaces. The campus is also visited by community members and students who utilize the out door recreational facilities. There is a potential risk of injury if you are visiting the El Rito Campus. ADA access throughout these areas is extremely difficult to maneuver wheelchairs, walkers and ADA assisted device that a person would be dependant on.

Espanola Campus New Parking Lots

Major Health & Safety problems on the Espanola Campus is that the dirt lots are uneven soil based surfaces. There is loose gravel and rocks protruding through the soil surface. These areas are extremely dangerous when rain or snow falls due to making the soil saturated and unstable for vehicles and pedestrians to maneuver over. ADA access through these dirt lots are very dangerous to nearly impossible.

New Mexico Higher Education Department
Summer Hearings 2019

Green Screen for Buildings: Describe the Energy Efficiency measures that will be incorporated into the design and construction of this project.

El Rito Campus Asphalt Improvements = N/A

Espanola Campus New Parking Lots = N/A

New Mexico Higher Education Department
Summer Hearings 2019

Full-Time Student Enrollment Trends:

Provide the instructional program majors being served by this project:

Major Title	Head Count	FTE	% Growth from Last Year	Avg. Growth last 10 years

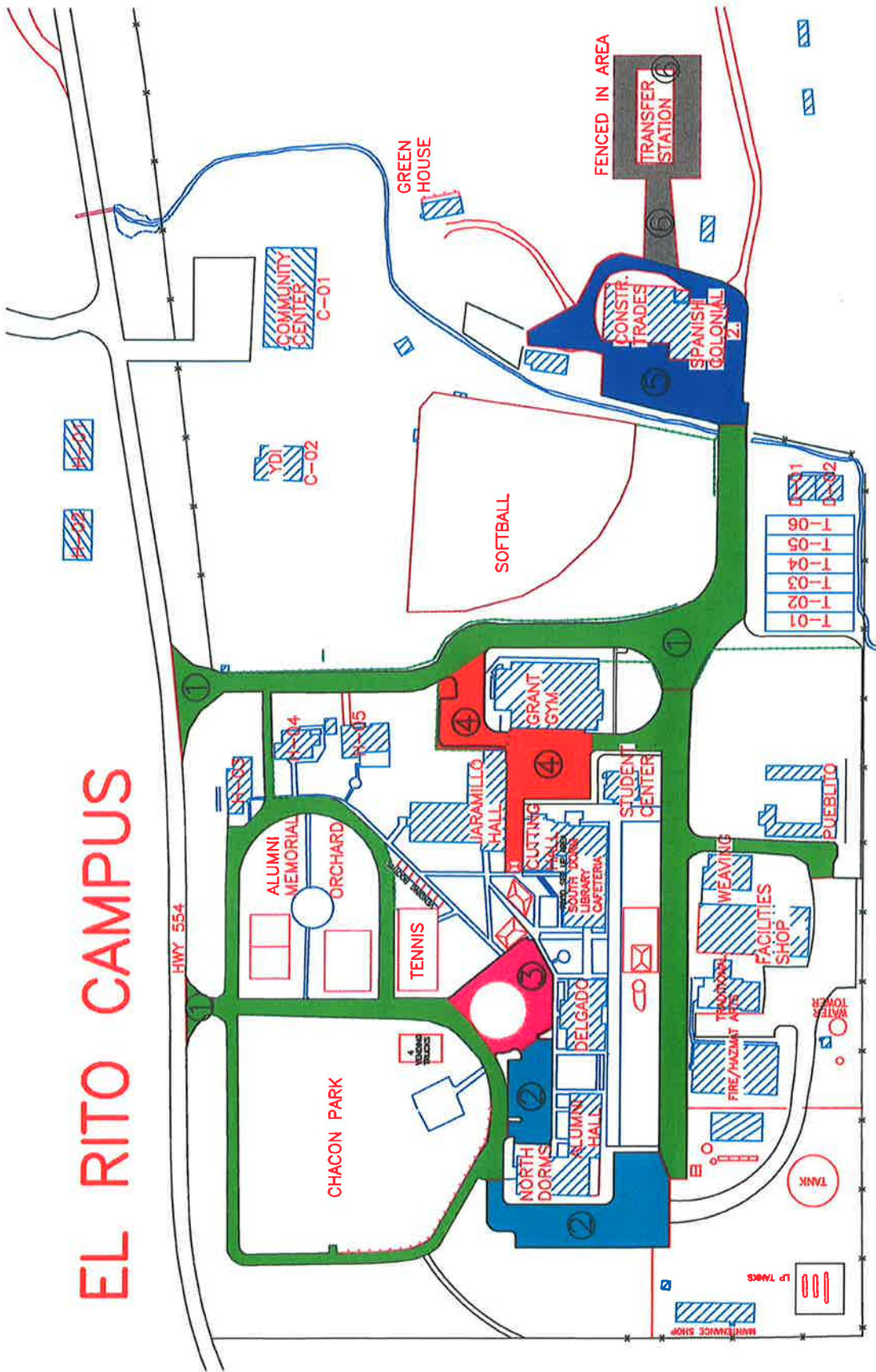
Provide Fall Semester enrollment data per year reported to the NMHED:

Year	2011	2012	2013	2014	2015	2016	2017	2018
FTE	1254.4	1185.6	1059.7	870.1	706.8	782.6	778.7	798.7
OFTE	211.9	155	144.7	131	123.2	174.1	128.7	136.5
FTE-OFTE	1042.5	1030.6	915	739.1	583.6	608.5	650	662.2

*OFTE = Online/Distance Education FTE

Language for appropriation: Compose the legislative language that would best suit your project needs should the project be funded (Example: to plan, design, construct, and equip infrastructure improvements at John Doe College)

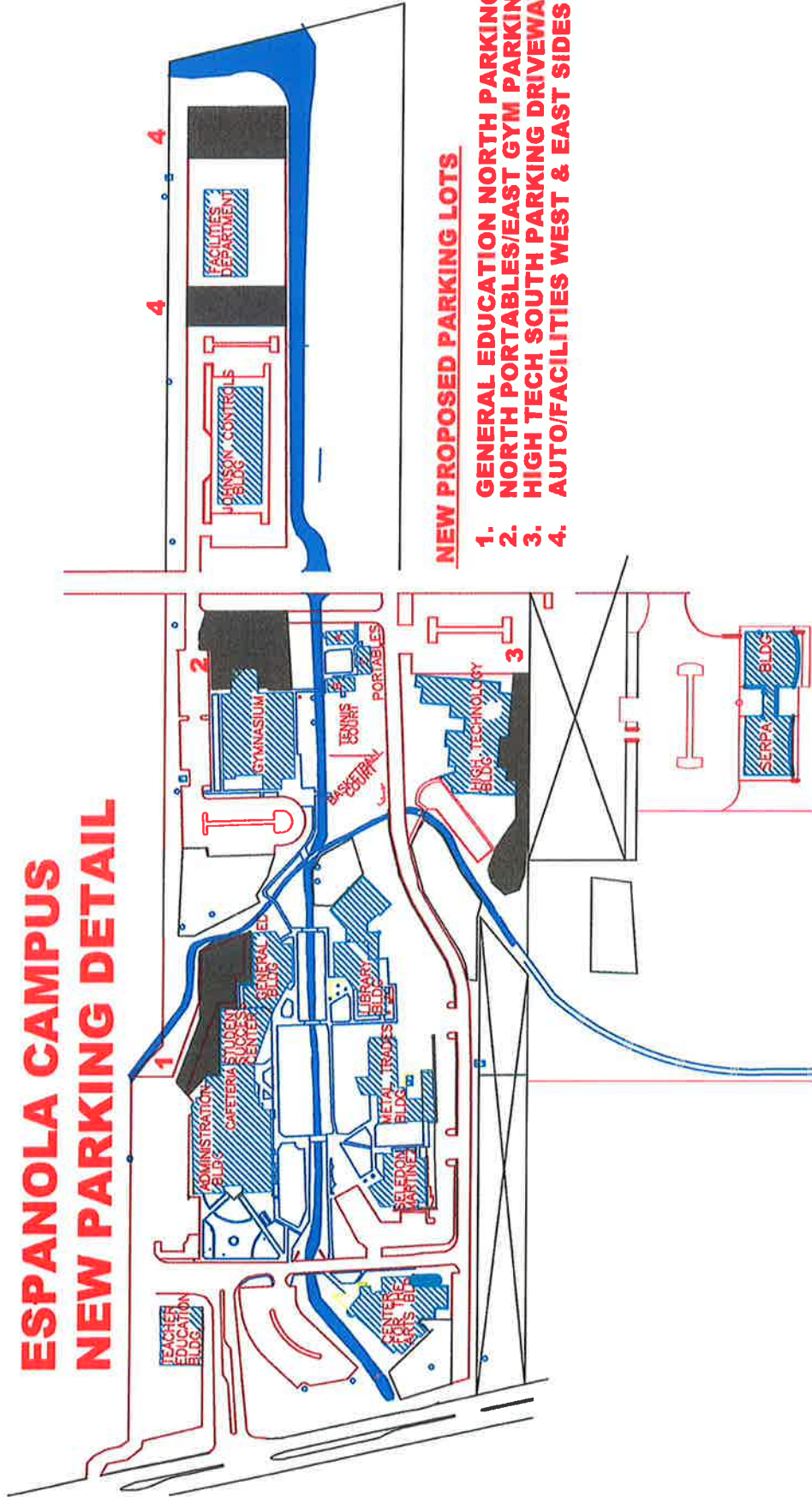
To plan, design, construct and equip newparking lots and upgrades of existing Infrastructure Improvements on the Espanola and El Rito campuses. To include all asphalt projects.



EL RITO CAMPUS MAP DETAIL

1. ALL EXISTING ROADWAYS
 2. EXISTING NORTH DORM PARKING LOT
 3. EXISTING DELGADO HALL (AD) PARKING LOT
 4. SOUTH DORM/JARAMILLO HALL PARKING LOT
 5. EXISTING CONSTRUCTION TRADES/COLONIAL ARTS PARKING LOT
- NEW ROADWAY PATH & TRANSFER STATION IMPROVEMENTS

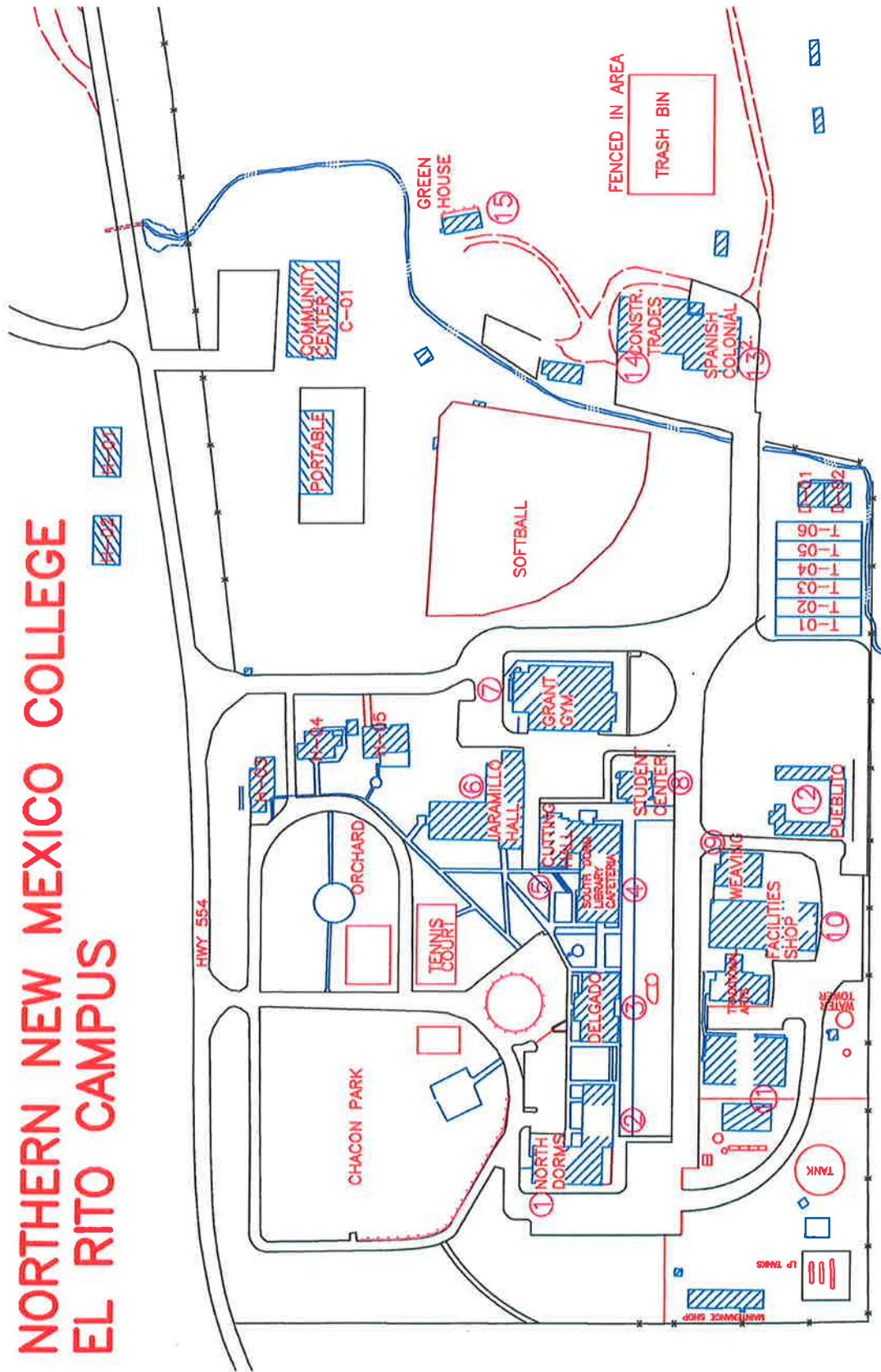
ESPANOLA CAMPUS NEW PARKING DETAIL



NEW PROPOSED PARKING LOTS

1. GENERAL EDUCATION NORTH PARKING LOT
2. NORTH PORTABLES/EAST GYM PARKING LOT
3. HIGH TECH SOUTH PARKING DRIVEWAY
4. AUTO/FACILITIES WEST & EAST SIDES PARKING LOT

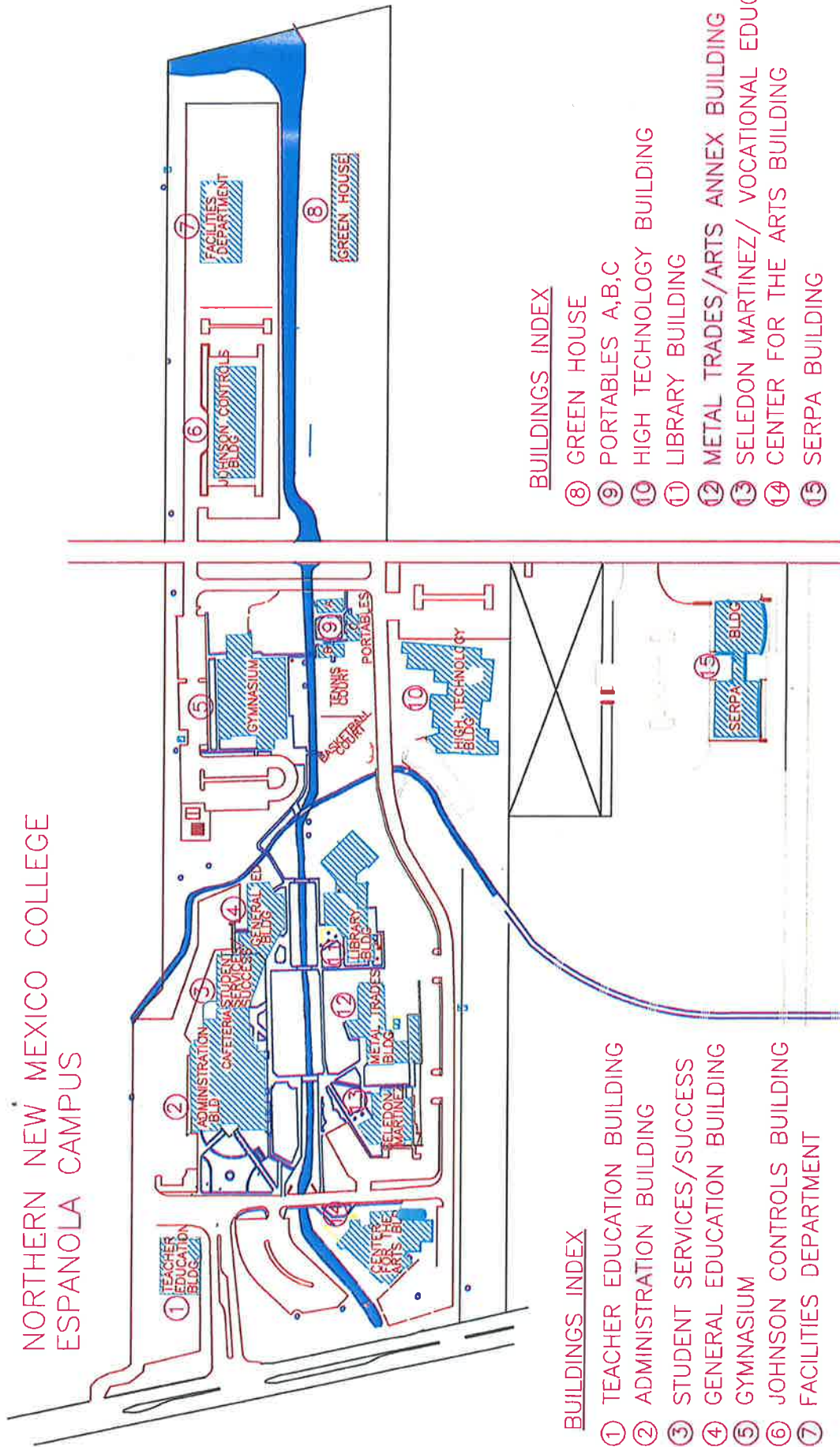
NORTHERN NEW MEXICO COLLEGE EL RITO CAMPUS



BUILDING INDEX

- ① NORTH DORM
- ② OLD GYM/ALUMINI HALL
- ③ DELGADO HALL
- ④ SOUTH DORM
- ⑤ CUTTING HALL
- ⑥ JARAMILLO HALL
- ⑦ GRANT GYM
- ⑧ STUDENT CENTER
- ⑨ WEAVING BLD.
- ⑩ FACILITIES
- ⑪ HAZMAT
- ⑫ PUEBLITO
- ⑬ SPANISH COLONIAL
- ⑭ CONSTRUCTION TRADES
- ⑮ GREEN HOUSE

NORTHERN NEW MEXICO COLLEGE
ESPANOLA CAMPUS



BUILDINGS INDEX

- ① TEACHER EDUCATION BUILDING
- ② ADMINISTRATION BUILDING
- ③ STUDENT SERVICES/SUCCESS
- ④ GENERAL EDUCATION BUILDING
- ⑤ GYMNASIUM
- ⑥ JOHNSON CONTROLS BUILDING
- ⑦ FACILITIES DEPARTMENT

BUILDINGS INDEX

- ⑧ GREEN HOUSE
- ⑨ PORTABLES A,B,C
- ⑩ HIGH TECHNOLOGY BUILDING
- ⑪ LIBRARY BUILDING
- ⑫ METAL TRADES/ARTS ANNEX BUILDING
- ⑬ SELEDON MARTINEZ/ VOCATIONAL EDUCATION CENTER FOR THE ARTS BUILDING
- ⑭ CENTER FOR THE ARTS BUILDING
- ⑮ SERPA BUILDING

New Mexico Department of Higher Education



2019 Summer Hearing - Five Year Capital Project Funding Plan

Northern New Mexico College

DATE: 5/6/2019

Institution acronym	FY20 Funding Priority #	Overall Funding Priority #	Project Title	Description	Year Project Funding will be requested	Month/Year Project to be started	Month/Year Project to be completed	Phase	Cost of Project or Phase	GOB	STB	Other	Percent of GOB or STB	Percent of Other Funding Source	Description of Other Funding Source	New Construction	Renovation	Square Footage (GSF)
xxxx			Roofing Improvements Campuswide	Replace the roof on the Sues Building and repair/replace other roofs campuswide	2019	06-20	06-19	X	\$500,000	X	X	X	90%	10%	BRIT		X	29,580
NNMC	1	1	El Rito Campus Utility/Sustainability	Follow up to the Ameresco Energy Audit for dual campus findings; to do upgrades and improvements for longevity of campus for the next 20 years. Prepare campus for long time sustainability to provide education.	2020	Jul-20	Jun-23	X	\$4,000,000				100%	0%	N/A			
NNMC	2	2	Expansion of Parking Lots and Road Improvements for both Espanola and El Rito Campus'	This is to provide additional parking spaces to accommodate students, faculty, and staff and to improve road conditions on campus'.	2020	Jul-20	Jun-23	X	\$3,500,000				100%	0%	N/A			
NNMC	3	3	Future Campus' Infrastructure Needs	This is to provide pathways, shade structures, student common areas for our surrounding housing residences.	2021	Jul-21	Jun-24	X	\$ 2,000,000				100%	0%	N/A			
NNMC	4	4	NNMC Student Union	To provide needed facility space for students living on or near campus	2021	Jul-21	Jun-24	X	\$ 5,000,000				100%	0%	N/A			
NNMC	5	5	Metal Trades/Continuing Education Building Upgrade	This is to modernize the facility to allow for more comprehensive suites for classes in Continuing Education opportunities.	2022	Jul-22	Jun-25	X	\$ 3,500,000				100%	0%	N/A			
NNMC	6	6	Espanola Campus Event Center	This is to provide a centralized location to host all NNMC and Community events	2023	Jul-23	Jun-26	X	\$ 2,000,000				100%	0%	N/A			
NNMC	7	7	El Rito Campus Infrastructure/Sustainability	to do upgrades and improvements for longevity of campus buildings for the next 20 years. Prepare campus for long time sustainability to provide education.	2024	Jul-24	Jun-27	X	\$ 4,000,000				100%	0%	N/A			

New Mexico Department of Higher Education



2019 Summer Hearing I&G Data Submitted by IHE's

Institution Type	Institution Acronym	Space Utilization for New Mexico Higher Education Institutions	Institution reported BRR eligible (301) 2008	Institution Eligible Instructional and General GSF 2016	Percent Difference Between 2017 & 2018	Institution Eligible Instructional and General GSF 2018	Fall Semester I&G FTE 2018	Fall Semester I&G Online FTE 2018	Fall Semester I&G FTE minus Online FTE (b-c)	Fall Semester I&G Sq. Ft. / (FTE minus Online FTE) a/(b-c)	
						a	b	c	(b-c)	a/(b-c)	
Research University	NMSU	New Mexico State University	2,970,141						0		
	UNM	University of New Mexico (including HSC)	5,146,904						0		
	NMIMT	New Mexico Institute of Mining and Technology	851,904						0		
Comprehensive University	ENMU	Eastern New Mexico University	1,039,186						0		
	NMHU	New Mexico Highlands University	719,742						0		
	WNMU	Western New Mexico University	535,394						0		
	NMNC	Northern New Mexico College	359,025	380,064	-40%	270,816	798.7	136.5	662	409	
		NMSU - DACC		380,537						0	
Branch Community Colleges	UNM - T	UNM - Taos							0		
	UNM - G	UNM - Gallup	167,799						0		
	NMSU - C	NMSU - Carlsbad	142,314						0		
	ENMU - RUI	ENMU - Ruidoso	40,000						0		
	ENMU - ROS	ENMU - Roswell	498,062						0		
	NMSU - A	NMSU - Alamogordo	190,976						0		
	UNM - V	UNM - Valencia	142,033						0		
	NMSU - G	NMSU - Grants	118,578						0		
	UNM - LA	UNM - Los Alamos	75,462						0		
		Central New Mexico Community College	1,215,597							0	
		Luna Community College	353,924							0	
		San Juan College	870,500							0	
	Independent Public Community Colleges and Special Schools	SFCC	Santa Fe Community College	503,673						0	
CCC		Clovis Community College	311,561						0		
MCC		Mesalands Community College	113,535						0		
NMJC		New Mexico Junior College	427,643						0		
NMMI		New Mexico Military Institute	740,149						0		
NMSD		New Mexico School for the Deaf	254,339						0		
NMSEVI		New Mexico School for the Blind and Visually Impaired	150,500						0		
DINE		DINE College	0						0		
IAIA		Institute of American Indian Arts	0						0		
NTC		Navajo Technical College	0						0		
Native American Institutions	SPI	Southwestern Indian Polytechnic Institute	0						0		
	Total:		18,319,478	380,064	0	270,816	799	137	662	409	

New Mexico Department of Higher Education																		
2019 Summer Hearing - Status of all Active Projects regardless of funding source - 2015 to Current																		
Northern New Mexico College																		
Appropriation Title (CPMS)	Appropriation ID (CPMS)	Local Project ID	Project Description	Current Status	HED Approval Date	BOF Approval Date	Original Project Cost	Anticipated Completion Date	GOB	STB	Other	Percent of GOB or STB	Percent of Other Funding Source	Description of Other Funding Source	New Construction	Renovation	Square Footage (GSF) of I&G Space	Square Footage (GSF) of non-I&G Space
XXX North Golf Course Open Space Improvements	A5138	N/A	Improvements to the XXX North Golf Course to include installation of irrigation system, watering pits, and coverings	Project on hold pending proposal scope from Sandoval County	N/A	N/A	\$289,980	7/15/2018	N/A	X	X	65%	35%	GOB Source - Reserves		X	N/A	N/A
Installation of Emergency Notification System for the Common Areas, Classrooms and Outdoor spaces. Emergency Evacuation System for the Gym and all building Fire Alarm System Upgrade - Phase 1 - for the Espanola Campus	A5138		Installation of a campus wide announcement system for the Common Areas, Classrooms and Outdoor spaces. Emergency Evacuation System for the Gym and all building Fire Alarm System Upgrade - Phase 1 - for the Espanola Campus	Installation of Emergency Notification System and Fire Alarm System upgrade Phase 1 started in 8/29/2018 and will be completed by 6/30/2019	Aug-18		\$427,638	6/30/2019	X			100%	0%	N/A	X			
Johnson Control Building HVAC & Mechanical Upgrades	A5138		Replace 3 existing Trane RTU's with New Carrier Electric DX Cooling and GAS Heat RTU's, run new gas supply to RTU's, drain and cap off existing boiler, new electrical disconnects, install New BACNET Controls System for a complete operating HVAC System	Job pending weather permitance	Sep-18		\$229,197	6/30/2019	X			100%	0%	N/A				
Roofing Repairs - Espanola & El Rito campus	A5138		full tune up on the roof of Jaramillo Hall at the El Rito Campus. Apply a GAF roofmate Top Coat System to Hi Tech Building on the Espanola campus.	Job pending weather permitance	Sep-18		\$79,213	6/30/2019	X			100%	0%	N/A				

New Mexico Department of Higher Education

2019 Summer Hearing - I&G Space Verification

DATE:

Northern New Mexico College

INSTITUTION:

Building Number	Building Name	City	County	Year Built	Total Building Gross Square Feet (GSF)	Building Ownership (Own or Lease)	I&G Totals		O&M & Utilities Totals	
							Eligibility %	Eligible Gross Square Feet (GSF)	Eligibility %	Eligible Gross Square Feet (GSF)
ES - Administration		Espanola	Rio Arriba	1970	59,292	Own		59,292		59,292
ES - General Education		Espanola	Rio Arriba	1978	24,733	Own		24,733		24,733
ES - Metal Trades		Espanola	Rio Arriba	1979	17,844	Own		11,621		17,844
ES - Learning Resource Center		Espanola	Rio Arriba	1980	33,939	Own		33,939		33,939
ES - Vocation Education/Nursing		Espanola	Rio Arriba	1981	22,745	Own		22,745		22,745
ES - Center for the Arts		Espanola	Rio Arriba	1986	22,093	Own		22,093		22,093
ES - Gymnasium		Espanola	Rio Arriba	1987	32,526	Own		32,526		32,526
ES - Portable A		Espanola	Rio Arriba	1990	1,680	Own		1,680		1,680
ES - Portable B		Espanola	Rio Arriba	1990	1,680	Own		1,680		1,680
ES - Portable C		Espanola	Rio Arriba	1990	1,640	Own		1,640		1,640
ES - Student Services		Espanola	Rio Arriba	1992	7,146	Own		7,146		7,146
ES - Student Success		Espanola	Rio Arriba	1996	11,765	Own		11,765		11,765
ES - High Technology		Espanola	Rio Arriba	1998	21,412	Own		21,412		21,412
ES - Johnson Controls		Espanola	Rio Arriba	1999	15,519	Own		15,519		15,519
ES - Automotive/Facilities		Espanola	Rio Arriba	2008	14,305	Own		14,305		14,305
ES - Teacher Education		Espanola	Rio Arriba	2009	11,432	Own		11,432		11,432
ES - SERPA		Espanola	Rio Arriba	2010	9,814	Own		9,814		9,814
ER - Delgado Hall (Admin)		El Rito	Rio Arriba	1909	16,622	Own				16,622
ER - Cutting Hall/South Dorm		El Rito	Rio Arriba	1937	24,017	Own				24,017
ER - Jaramillo Hall		El Rito	Rio Arriba	1954	11,955	Own				11,955
ER - Grant Gym		El Rito	Rio Arriba	1957	13,657	Own				13,657
ER - Hazmat		El Rito	Rio Arriba	1967	11,823	Own				11,823
ER - Puebloito		El Rito	Rio Arriba		5,886	Own				5,886
ER - Spanish Colonial/ Diesel		El Rito	Rio Arriba		15,539	Own				15,539
ER - Weaving		El Rito	Rio Arriba		3,274	Own				3,274
ER - North Dorm		El Rito	Rio Arriba		22,138	Own				22,138
ER - Student Center		El Rito	Rio Arriba		2,058	Own				2,058
ER - Astronomy Dome		El Rito	Rio Arriba		118	Own				118

NEW MEXICO HIGHER EDUCATION DEPARTMENT
2044 Galisteo Street, Suite 4, Santa Fe, NM 87505-2100

CAPITAL PROJECT TRANSMITTAL SUMMARY SHEET

Complete this summary sheet and include with project submittal. The deadline to submit project documents can be found on the NMHED Annual Calendar of Events at <http://www.hed.state.nm.us/institutions/resources.aspx>. In order to ensure your project will be considered, it must be uploaded by the deadline to the following FTP address: <https://nmhedssl.state.nm.us/ThinClient/Login.aspx>.

Institution: **Northern New Mexico College**

Date: **05/23/2019**

1. Project title: **Restroom & Labratory Renovations - Phase II**
2. HED meeting date when project consideration is requested:
3. Contact person: **Andy Romero** Phone: **505-747-0347**
 Email: **andy@nnmc.edu**
4. Required forms for project categories (5.3.10 and 2.70.4 NMAC):
 - a) Construction, Alterations, or Demolition (All Forms)
 - b) Revenue Bond Forms (1, 1-A, 4, 5, 6)
 - c) Property Acquisition – Purchase, Lease, or Donation (Forms 1, 1-A, 3, 4, 5, 6)
 - d) Property Disposition – Sale or Trade (Forms 1 and 6)
5. A site plan or plat, as-builts or completed preliminary floor plan drawings, including elevations, with each space identified as to function. (Required for all project categories)
6. Supporting Documentation for Funding Sources. (Required for project category a, b, and c)
7. Certificate of Adequate Parking. (Only required for new construction and property acquisition)
8. Evidence of Energy Measures (Required for project category a and c)
9. Form 1 – Project Information
10. Form 1-A – Institutional and General Information
11. Form 2 – Space Information
12. Form 3 – Estimated Utilities Costs
13. Form 4 – Proposed Project Costs
14. Form 5 – Proposed Project Square Footage and Funding Sources
15. Form 6 – Certification by Governing Board
16. Completed Presenter Information Sheet

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1: PROJECT INFORMATION

Spell out and define all acronyms

Institution: Northern New Mexico College

Original: **Date:** 05/23/2019

Project title: Restroom & Laboratory Renovations - Phase II

Revision: **Date:**

Location of Facility: Espanola Campus - Lower Administration and General Education buildings

Age of Facility: Lower Administration Building - 1970 and General Education Building - 1978

Date of Last Improvement: N/A

Types of Space within Facility: classrooms, laboratories, offices and general space

Gross Square Footage of Facility: Lower Administration Building - 11,714 and General Education Building - 24,733

Gross Square Footage Offset: N/A

General Nature of Use and User Groups within Facility:

The lower Administration Building houses Language and Letters, Humanities and Social Services departments and courses, The General Education building houses Biology, Chemistry, Environmental Science, and Math and Physical Science courses and departments.

Description of Work to be Performed and Impact to User Groups:

The Lower Administration Building Renovation will consist of labor, materials and equipment to renovate men and women's restrooms to include ADA specifications, flooring, plumbing fixtures, paint, toilet partitions, and wall tile & counters. Restrooms will be closed during construction. Directional signs will be placed for restroom use at the end of the hallway, in the Student Services Area, approximately 150' away.

The General Education Lab renovation will consist of labor, material, and equipment to renovate GE205 Chemistry Lab & Storage. The floors will be cleaned, prepped and painted with new epoxy paint. A quantity of four sinks and faucets will be removed and replaced with new sinks and fixtures. A total of thirty four turrets (water, gas, and air) are to be removed and replaced with new, to match, existing fixtures. The Eye Wash System will be removed and replaced. All wall in the lab will be prepped and painted, as well as polishing to the existing solid counter tops.

The GE 205 Chemistry Lab will be closed during the construction. GE - Lab 204 across the room will be scheduled for classes during construction, as well as Hi Tech Building Laboratory 125.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1: PROJECT INFORMATION (con't)

Institution: Northern New Mexico College

Original: **Date:** 05/23/2019

Project title: Restroom & Laboratory Renovations - Phase II

Revision: **Date:**

Description of why this project is needed and how it satisfies program needs/enrollment/mission:

The Lower Administration Building Restroom Renovation is needed to address the ADA wheel chair accessibility requirements, and to provide upgraded hand free faucets and flush valves. This will give the restrooms a modern look.

The General Education Lab Renovation is needed to provide a safe and functional work space for our students and faculty. By upgrading the fixtures, faucets, and eyewash system we are providing a a safe working environment for our students and their education.

Describe the consequences of this project not receiving approval:

If these projects do not receive approval, the restrooms will not be in ADA compliance and may possibly have to be closed off, as where the lab situation would have to be reconsidered and addressed.

Was this project included in the annual Capital Outlay Plan submitted to HED, and if not, provide reason why:

Yes, this project was originally included in the annual Capital Outlay Plan.

If this request was included in a previous recommendation for Legislative funding, provide information on differences from initial recommendation to current project request:

N/A

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1-A: INSTITUTIONAL AND GENERAL INFORMATION

Institution: Northern New Mexico College

Original: Date: 05/23/2019

Project title: Restroom & Laboratory Renovations - Phase II

Revision: Date:

Current Total On-Campus Enrollment – Fall Semester	
Head Count: <u>1096</u>	FTE: <u>798.73</u>
<u>5</u> % Growth from previous year	<u>1</u> % Average growth in previous 5-year period

Current Total Off-Campus Enrollment (web-based or Distance Ed., etc.) – Fall Semester	
Head Count: <u>674 (duplicated)</u>	FTE: <u>136.5</u>
<u>5</u> % Growth from previous year	<u>1</u> % Average growth in previous 5-year period

Tuition – Fall Semester		
Current Tuition Per Credit Hour: \$ _____	Current Tuition Per Semester: \$ _____	
Month/year per semester tuition was last increased: ____/____	Amount of last per semester tuition increase: \$ _____	____ % Change from last increase

Program Enrollment Being Served by this Project – Fall Semester	
Head Count: _____	FTE: _____
____ % Growth from previous year	____ % Average growth in previous 10-year period

Bonding Information (to be completed if local bond proceeds are used for project funding)	
Assessed Valuation: _____	Month/year of most recent local bond issue: ____/____
Outstanding Debt: _____	
Available Capacity: _____	

Project Schedule	
Month/year proposed construction start date: <u>07</u> / <u>2019</u>	Month/year proposed construction completion date: <u>06</u> / <u>2023</u>

Comments:

Northern NM College

Full-Time Student Enrollment Trends:

Major Title	Headcount (HC) Fall 2018	FTE 2018	% Growth from Last Year (HC)	Avg. Growth last 10 years (HC)
ALT Special Education	7	75%	2.3	26%
ALT-Elementary(K-8)	9	-10%	2.5	18%
Accounting	15	-12%	16.3	-2%
Allied Health	3	-40%	3.9	0%
Alt Secondary(7-12)	6	50%	3.3	0%
Art	2	-50%	2.3	14%
Barbering	16	23%	18.6	9%
Biology	43	8%	51.3	-3%
Business Administration	126	12%	130.7	18%
Chemical Technician	2		2.8	-13%
Cosmetology	16	7%	20.8	-6%
Criminal Justice	43	0%	46.5	5%
Early Childhood Education	31	48%	27.6	2%
Electrical Technology	3	-67%	2.8	-4%
Electromechanical Engr Tech	24	-33%	25.6	73%
Elementary Education	45	15%	43.8	-10%
Environmental Science	46	-2%	48.8	8%
Film and Digital Media Arts	23	144%	27.0	204%
General Psychology	13	44%	14.3	16%
Hospitality, Tour, Res Mgt	1		0.3	0%
Human Services in Soc Sci	2	0%	1.0	-14%
Humanities	8	0%	8.1	7%
Information Engineering Tech	60	22%	62.2	13%
Liberal Arts	30	-9%	33.8	66%
Mathematics	6	-25%	5.7	19%
Mechanical Engineering	9	29%	9.7	-4%
Music	4	-69%	2.7	-5%
Non-Degree	213	-17%	92.5	-10%
Nursing (ADN)	30	-19%	28.8	-15%
Nursing (ADN) AS	69	25%	73.0	1%
Office Administration	6	20%	4.0	21%
Practical Nurse	2	0%	1.4	13%
Pre-Engineering	6	20%	6.6	-25%
Pre-Forestry	1	0%	1.2	-7%
Project Management	17	21%	17.9	102%
Psychology	55	2%	58.9	31%
RN to BSN	68	-11%	65.2	24%
Radiation Control Technician	4	33%	3.9	-8%

Northern NM College

Radiation Protection	17	21%	17.9	52%
Renewable Energy	1	0%	1.2	-21%
Self-Design	4	100%	3.5	13%
Substance Abuse Counselor	9	13%	10.8	3%
Theatre	2	100%	2.7	-5%
Wildland Fire Science	1		1.3	-5%

Year	2010	2011	2012	2013	2014	2015	2016	2017	2018
FTE	1352.5	1254.4	1185.6	1059.7	870.1	706.8	782.6	778.7	798.7
OFTE	245.5	211.9	155	144.7	131	123.2	174.1	128.7	136.5
FTE-OFTE	1107	1042.5	1030.6	915	739.1	583.6	608.5	650	662.2

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 2: SPACE INFORMATION**

Institution: Northern New Mexico College

Original: Date: 05/23/2019

Project title: Restroom & Laboratory Renovations - Phase II

Revision: Date:

List the Net Assignable Square Feet (NASF) and Net Usable Square Feet (NUSF) of spaces to be constructed, altered, or demolished by this project. Definitions of classifications used below may be found in "Postsecondary Education Facilities Inventory and Classification Manual" (FICM) published by the U.S. Department of Education.

CLASSIFICATION CODE	TYPE OF SPACE	DEMO	NEW	ALTERATION	% OF NUSF (NEW & ALT)	
100	Classroom	0	0	0	0	
200	Laboratory		0	1,464	2154882154882	
300	Office	0	0	0	0	
400	Study	0	0	0	0	
500	Special	0	0	318	78451178451178	
600	General	0	0	0	0	
700	Support	0	0	0	0	
800	Health	0	0	0	0	
900	Residential	0	0	0	0	
TOTAL NET ASSIGNABLE AREA (NASF)		0	0	1,782	-9.999999	
WWW	Circulation Area	0	0	0	0	
XXX	Building Services Area	0	0	0	0	
YYY	Mechanical Area	0	0	0	0	
TOTAL NONASSIGNABLE AREA		0	0	0	0	NIC SQ FT
TOTAL NET USABLE AREA (NUSF)		0	0	1,782	-9.999998	34,665
TARE		0	0	-1,782		TOTALS
TOTAL PROJECT GROSS SQUARE FEET		0	0	0		0
FINAL PROJECT GROSS SQUARE FEET						0
ORIGINAL BUILDING GROSS SQUARE FEET						36,447
FINAL BUILDING GROSS SQUARE FEET						34,665
FINAL BUILDING GROSS SQUARE FEET DIFFERENCE						-1,782

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 3: ESTIMATED UTILITIES COST

Institution:Northern New Mexico College

Original: **Date:**05/23/2019

Project title:Restroom & Labratory Renovations - Phase II

Revision: **Date:**

This form is designed to estimate the project's effect on current utilities costs, and to note submittal of supporting documentation related to Energy Saving Measures incorporated into the project.

FORMULA	CURRENT EXPENSES	PROJECTED ANNUAL EXPENSES AFTER COMPLETION	DIFFERENCE BETWEEN CURRENT AND PROJECTED (+ OR -)
Eligible GSF: _____ x \$3.75			

Check applicable boxes below:

Space is non I&G
(Comment Required)

Target Finder attached

LEED Checklist attached

Project Green Screen Features and Comments:
No energy cost savings all items are a like to like replacement

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 4: PROPOSED PROJECT COSTS

Institution: Northern New Mexico College

Original: Date: 05/23/2019

Project title: Restroom & Laboratory Renovations - Phase II

Revision: Date:**I. PROJECT BUDGET**

EXPENDITURES	ITEMS INCLUDED IN TOTAL COST FOR EACH EXPENDITURE	ORIGINAL SUBMISSION		BUDGET REVISION
		NEW CONSTRUCTION	ALTERATIONS	
A. Building Cost				
1. General	Building Labor, Materials, All Signage, Material Testing & Seismic Testing		\$ 45,600.00	
2. Mechanical/Plumbing	Controls, Fire Suppression Systems, Test & Balance		\$ 37,480.00	
3. Electrical	Lighting Control Systems, Performance Testing			
4. Special Systems (voice, data, other)	Voice/Data, Wiring Performance Testing, Audio/Video Infrastructure, Access Control, Security/Camera's, Fire Alarms			
5. Demolition	Interior Demo, HAZMAT & Abatement			
BUILDING COST SUBTOTAL		\$ 0.00	\$ 83,080.00	\$ 0.00
B. Built-in Equipment	Equipment permanently attached to building and/or infrastructure (Fume hoods, autoclaves, and lab casework)			
C. Site Development				
1. Utilities, Infrastructure	Utilities 5' beyond new building perimeter, relocations and tunnels			
2. Landscaping/Site Improvements	Free standing lighting, hardscapes, parking			
3. Demolition	Building, Site or Parking Removal			
TOTAL CONSTRUCTION COST (T.C.C.)		\$ 0.00	\$ 83,080.00	\$ 0.00

NEW MEXICO HIGHER EDUCATION DEPARTMENT

Construction Contingency	Not more than 5% for new Construction or 10% for renovations of Total Construction Cost (T.C.C.)		\$ 9,050.53	
E. Professional Fees				
1. Architectural/Engineering	Planning, Programming, Design thru Construction and Specialized Services			
2. Project Administration	PM Fees, Construction Manager at Risk (CMAR) Pre-Construction Services, IT Admin Fees, Parking Mitigation, Consultant Services, Tax Segregation services fee, Project Reserve			
3. Surveys/Commissioning	Soils Reports, Environmental Reports, Structural Shear Reports			
F. Movable Equipment	Special Systems Equipment			
G. Other	Site acquisition, etc.			
H. Art in Public Places (1% of State Appropriation)	AIPP or N/A			
I. Gross Receipts Tax	GRT is Not Nested within Costs Above. Amount entered will be added to Total Project Budget		\$ 7,425.28	
J. Gross Receipts Tax	GRT is Nested within Costs Above. Amount entered is Included in Total Project Budget			
TOTAL PROJECT BUDGET		\$ 0.00	\$ 99,555.81	\$ 0.00

Comments:

	ALTERATIONS	Lower AD Restroom	GE Laboratory	
1	General	\$ 31,100.00	\$ 14,500.00	
3	Mechanical/Plumbing	\$ 15,000.00	\$ 22,480.00	
	PROFESSIONAL FEES			
D.	Construction Contingency	\$ 5,022.02	\$ 4,028.51	
I.	Gross Receipt Tax	\$ 4,120.19	\$ 3,305.09	
	TOTAL PROJECT BUDGET:	\$ 55,242.21	\$ 44,313.60	\$ 99,555.81

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 5: PROPOSED PROJECT SQUARE FOOTAGE
AND FUNDING SOURCES

Institution: Northern New Mexico College

Original: Date: 05/23/2019

Project title: Restroom & Laboratory Renovations - Phase II

Revision: Date:

COSTS PER GROSS SQUARE FOOT (GSF)			
	Cost (Items A-C on Form 4)	GSF for New Construction NUSF for Alteration	Cost per GSF
New Construction	\$ 0.00	0	NaN
Alterations	\$ 83,080.00	1,782	46.621773288439954

RATIO OF NET USABLE TO GROSS SQUARE FEET (NUSF/GSF)			
	NUSF (same as total from Form 2)	GSF	RATIO NUSF/GSF (%)
New Construction	0	0	NaN
Alterations	1,782	0	Infinity

FUNDING SOURCE		
Enter the source of funding for the project. Total must match the total project budget on Form 4.		
Funding Source and Description	Original Submission	Budget Revision
State Appropriations:		
GF2019, Appropriation ID: A19D3499; SB280, Laws 2019 - Chapter 277, Section 47	\$ 99,555.81	
Other Funding Sources:		
N/A		
Total:	\$ 99,555.80	\$ 0.00

List State Appropriations as follows: Bond Series #: GOBxx or STBxx or GF 20xx, DFA#: A0x-xxxx), SBxxx or HBxxx, Laws of 20xx, chapter x, and section x. This information is available on the CPMS website at <http://cpms.dfa.state.nm.us/>. For all other funding, list revenue source and year budgeted.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 6: CERTIFICATION BY GOVERNING BOARD

Institution: Northern New Mexico College

Original: **Date:** 05/23/2019

Project title: Restroom & Laboratory Renovations - Phase II

Revision: **Date:**

ORIGINAL CERTIFICATION

I hereby certify, on the basis of the information contained in Forms 1 through 5 of this capital project submittal and all attached supporting documentation, if appropriate, that the Governing Board approved the original submission of this project at its meeting on _____.

Certified:

Printed Name of President/Chancellor

Signature

REVISED SUBMISSION CERTIFICATION

I hereby certify that the Governing Board approved this Revised Submission at its meeting on _____.

Certified:

Printed Name of President/Chancellor

Signature



Estimate 409

PO Box 1026
 Alcalde, NM 87511
 Office: (505) 852-1463
 Mobile: (505) 927-2027

Date: May 10, 2019

SC / PO Number: _____

Project Number: _____

Customer

Contact Name: Andy Romero
 Company Name: Northern New Mexico College
 Address: 921 N Paseo De Onate,
 Española, NM 87532

Project

NNMC Laboratory Renovations
 Company Name: Northern New Mexico College
 Address: 921 N Paseo De Onate,
 Española, NM 87532

Cost Code	Product Name / Description	QTY	Unit Price	Total
	This price includes labor, material and equipment to Revovate Laboratory and Laboratory Storage			
	New Epoxy Paint Floors			\$7,700.00
	4ea. Sink Faucets			
	34 ea. Air, Water, Gas Valves			
	1ea. Eye Wash Stations			\$22,480.00
	Paint Walls			\$3,900.00
	Polish Solid Surface Countertops			\$2,900.00
			Sub Total:	\$36,980.00
			GRT 8.9375	\$3,305.09
			Contingency	
			10%	\$4,028.51
			Total	\$44,313.60

Notes and Instructions	
Purchase Order Number Is required on all invoices. Notify R&M Construction if issues arise with shipping material as specified.	



Estimate
408

PO Box 1026
Alcalde, NM 87511
Office: (505) 852-1463
Mobile: (505) 927-2027

Date: May 10, 2019

SC / PO Number: _____
Project Number: _____

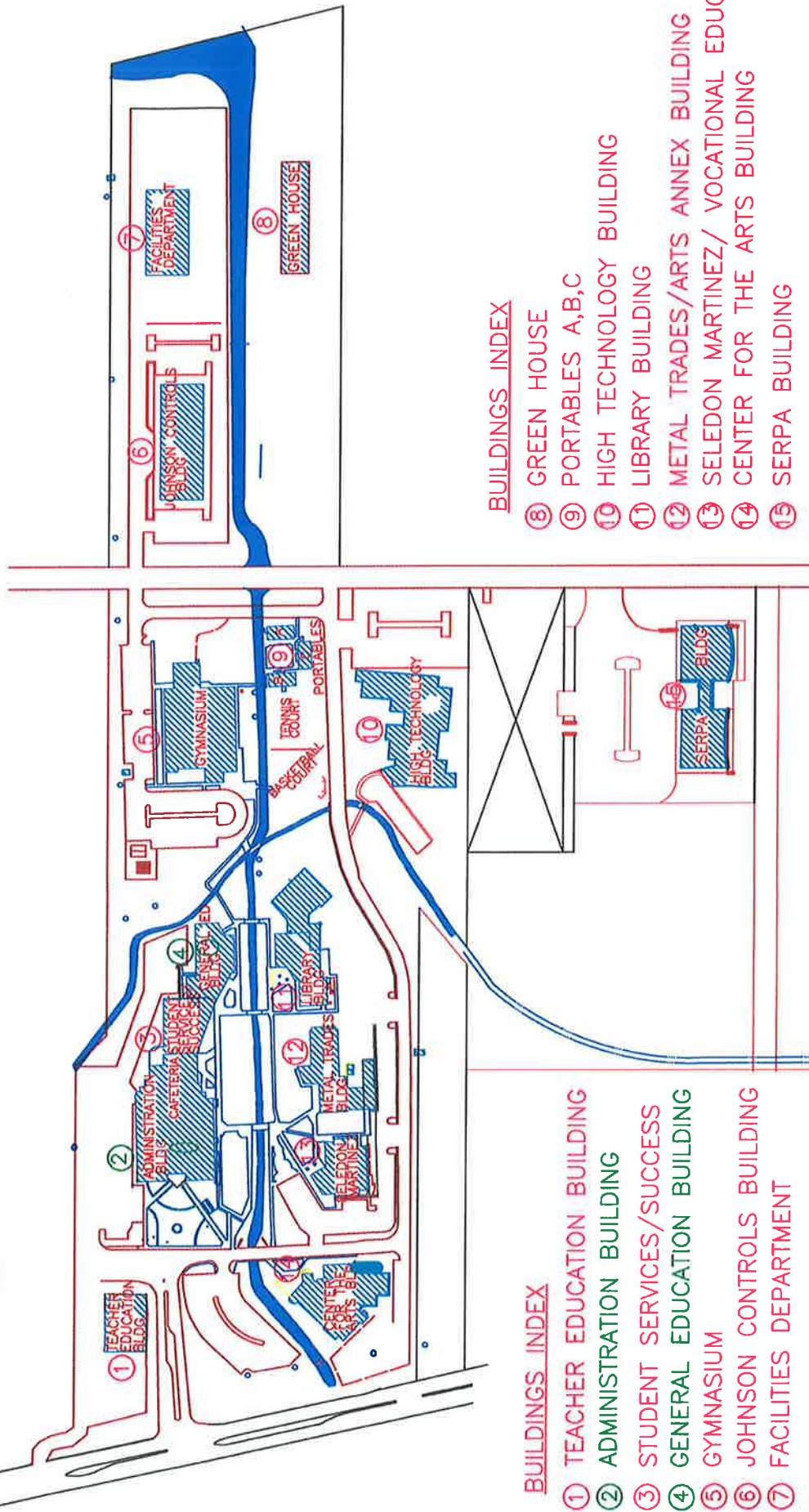
Customer
Contact Name: Andy Romero
Company Name: Northern New Mexico College
Address: 921 N Paseo De Onate,
Española, NM 87532

Project
NNMC South Wing Bathroom Renovations
Company Name: Northern New Mexico College
Address: 921 N Paseo De Onate,
Española, NM 87532

Cost Code	Product Name / Description	QTY	Unit Price	Total
	This price includes labor, material and equipment to Revovate Mens and women's bathrooms to incude flooring, Plumbing Fixtures, Paint, Bathroom Partitions			
	New Tile work to include Demo			\$11,000.00
	Plumbing and Fixtures/Chip Concrete			\$15,000.00
	Paint			\$3,500.00
	Bathroom Partitions			\$8,000.00
	Bathroom Partitions Install			\$1,800.00
	Counter tops			\$4,900.00
	Division 10 Accessories			\$1,900.00
			Sub Total:	\$46,100.00
			GRT 8.9375	\$4,120.19
			Contingency	
			10%	\$5,022.02
			Total	\$55,242.21

Notes and Instructions
Purchase Order Number is required on all invoices.
Notify R&M Construction if issues arise with shipping material as specified.

NORTHERN NEW MEXICO COLLEGE
ESPANOLA CAMPUS



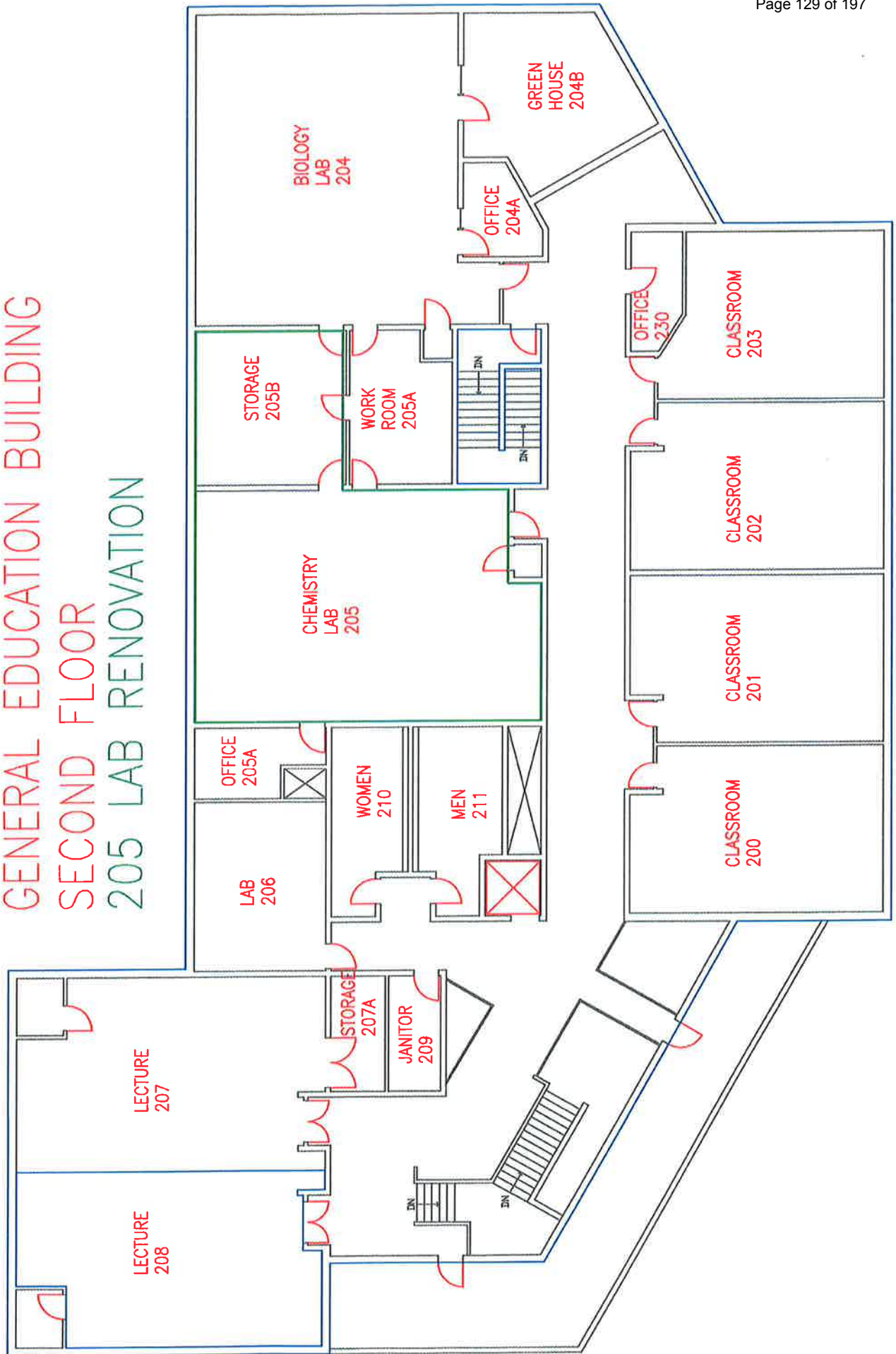
BUILDINGS INDEX

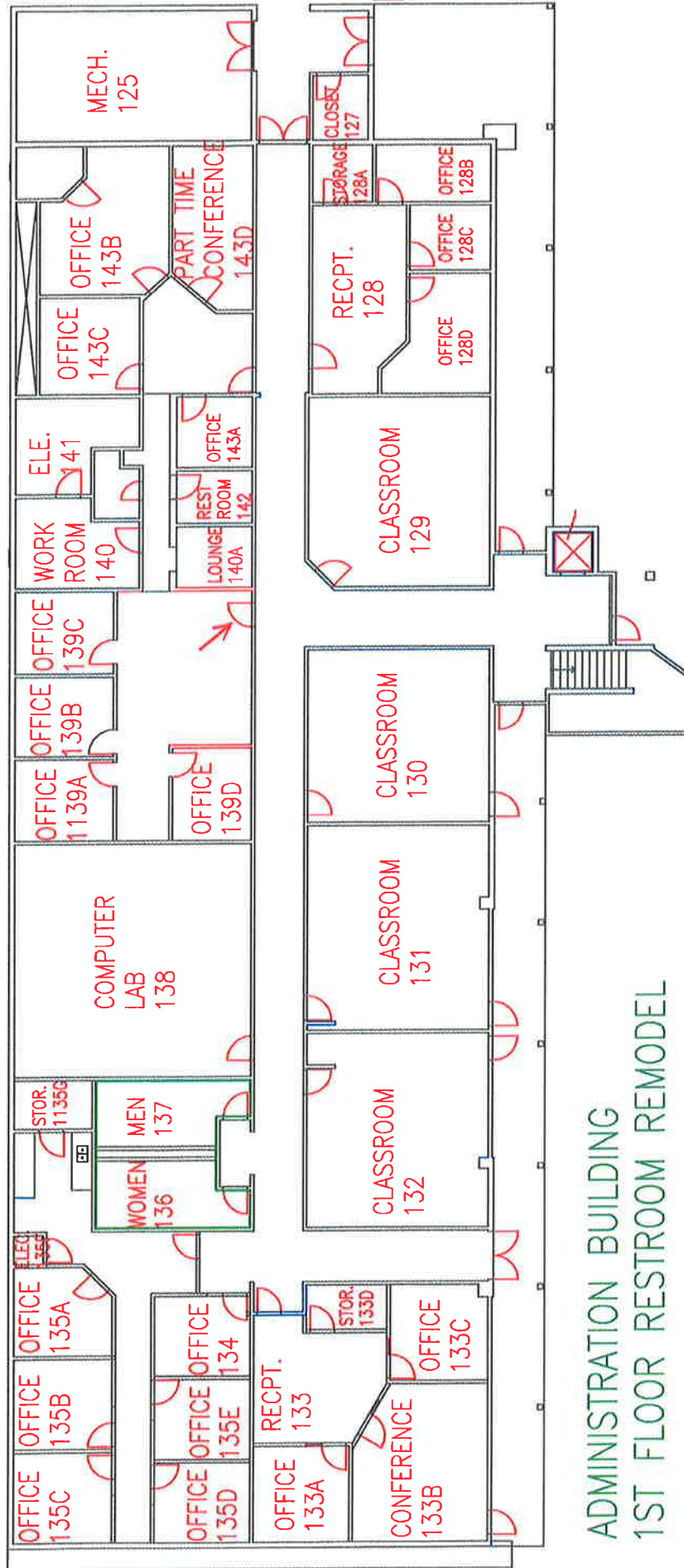
- ① TEACHER EDUCATION BUILDING
- ② ADMINISTRATION BUILDING
- ③ STUDENT SERVICES/SUCCESS
- ④ GENERAL EDUCATION BUILDING
- ⑤ GYMNASIUM
- ⑥ JOHNSON CONTROLS BUILDING
- ⑦ FACILITIES DEPARTMENT

BUILDINGS INDEX

- ⑧ GREEN HOUSE
- ⑨ PORTABLES A,B,C
- ⑩ HIGH TECHNOLOGY BUILDING
- ⑪ LIBRARY BUILDING
- ⑫ METAL TRADES/ARTS ANNEX BUILDING
- ⑬ SELEDON MARTINEZ/ VOCATIONAL EDUCATION CENTER FOR THE ARTS BUILDING
- ⑭ SERPA BUILDING

GENERAL EDUCATION BUILDING
SECOND FLOOR
205 LAB RENOVATION





ADMINISTRATION BUILDING
1ST FLOOR RESTROOM REMODEL

1 2. one million eight hundred fifty-five thousand
2 dollars (\$1,855,000) for expenditure in fiscal years 2020
3 through 2023, unless otherwise provided in Section 1 of this
4 act, to plan, design, construct, renovate and equip
5 infrastructure improvements campuswide, including roofs,
6 stucco, accessibility and sustainability initiatives, at the
7 Espanola campus of northern New Mexico state school in Rio
8 Arriba county.

9 SECTION 48. UNIVERSITY OF NEW MEXICO PROJECTS--GENERAL
10 FUND.--The following amounts are appropriated from the
11 general fund to the board of regents of the university of
12 New Mexico for expenditure in fiscal years 2019 through 2023,
13 unless otherwise provided in Section 1 of this act or in the
14 items below, for the following purposes:

15 1. one million one hundred fifty thousand dollars
16 (\$1,150,000) to plan, design, purchase, equip, renovate and
17 construct improvements to athletic facilities at the
18 university of New Mexico in Albuquerque in Bernalillo county;

19 ~~2. twenty-five thousand dollars (\$25,000) to plan,~~
20 ~~design, purchase, equip and renovate the center for financial~~
21 ~~capability at the university of New Mexico in Albuquerque in~~
22 ~~Bernalillo county;~~

23 3. fifty thousand dollars (\$50,000) to plan,
24 design, construct, renovate and make improvements to
25 geography laboratories at the university of New Mexico in

1 27. fifty thousand dollars (\$50,000) to plan,
2 design, construct, renovate and improve the Edgewood soil and
3 water conservation district facility, including a solar
4 array, floor resurfacing, a security gate, parking and
5 exterior finishes, in Moriarty in Torrance county;

6 28. one hundred fifty thousand dollars (\$150,000)
7 to plan, design, construct, furnish, equip and install a
8 boiler, including a control system and related
9 infrastructure, at the New Mexico state university
10 agricultural experiment station at Clayton livestock research
11 center in Clayton in Union county; and

12 29. one hundred thousand dollars (\$100,000) to
13 plan, design, construct, furnish and equip phase 2 of the
14 Whitfield visitor and education center for the Valencia soil
15 and water conservation district in Valencia county.

16 SECTION 47. NORTHERN NEW MEXICO STATE SCHOOL PROJECTS--
17 GENERAL FUND.--The following amounts are appropriated from
18 the general fund to the board of regents of northern
19 New Mexico state school for the following purposes:

20 1. one hundred thirty-two thousand five hundred
21 sixty-five dollars (\$132,565) for expenditure in fiscal years
22 2019 through 2023, unless otherwise provided in Section 1 of
23 this act, to plan, design and construct replacement of
24 corroded pipes in a dormitory and kitchen at the northern
25 New Mexico state school in El Rito in Rio Arriba county; and

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M. O'NEILL, ED.D
CABINET SECRETARY

PRESENTER INFORMATION SHEET

NMHED CAPITAL OUTLAY MONTHLY HEARING

NNMC South Dorm Potable Water

Institution Name: Northern New Mexico College Project Title: Pipe Installation

<u>Andy Romero</u> Printed Name	<u>Director of Facilities/Safety & Security</u> Title	<u>andy@nmmc.edu</u> Email Address
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<u>Ricky Bejarano</u> Printed Name	<u>VP of Finance & Administration</u> Title	<u>ricky.bejarano@nmmc.edu</u> Email Address
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<u>Richard Bailey</u> Printed Name	<u>President</u> Title	<u>rick.bailey@nmmc.edu</u> Email Address
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_____ Printed Name	_____ Title	_____ Email Address
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_____ Printed Name	_____ Title	_____ Email Address
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STATE BOARD OF FINANCE MONTHLY HEARING

_____ Printed Name	_____ Title	_____ Email Address
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_____ Printed Name	_____ Title	_____ Email Address
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_____ Printed Name	_____ Title	_____ Email Address
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_____ Printed Name	_____ Title	_____ Email Address
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NEW MEXICO HIGHER EDUCATION DEPARTMENT
2044 Galisteo Street, Suite 4, Santa Fe, NM 87505-2100

CAPITAL PROJECT TRANSMITTAL SUMMARY SHEET

Complete this summary sheet and include with project submittal. The deadline to submit project documents can be found on the NMHED Annual Calendar of Events at <http://www.hed.state.nm.us/institutions/resources.aspx>. In order to ensure your project will be considered, it must be uploaded by the deadline to the following FTP address: <https://nmhedss1.state.nm.us/ThinClient/Login.aspx>.

Institution: **Northern New Mexico College**

Date: **05/20/2019**

1. Project title: **Roofing Repairs - Espanola Campus**
2. HED meeting date when project consideration is requested:
3. Contact person: **Andy Romero** Phone: **505-927-0347**
 Email: **andy@nnmc.edu**
4. Required forms for project categories (5.3.10 and 2.70.4 NMAC):
 - a) Construction, Alterations, or Demolition (All Forms)
 - b) Revenue Bond Forms (1, 1-A, 4, 5, 6)
 - c) Property Acquisition – Purchase, Lease, or Donation (Forms 1, 1-A, 3, 4, 5, 6)
 - d) Property Disposition – Sale or Trade (Forms 1 and 6)
5. A site plan or plat, as-builts or completed preliminary floor plan drawings, including elevations, with each space identified as to function. (Required for all project categories)
6. Supporting Documentation for Funding Sources. (Required for project category a, b, and c)
7. Certificate of Adequate Parking. (Only required for new construction and property acquisition)
8. Evidence of Energy Measures (Required for project category a and c)
9. Form 1 – Project Information
10. Form 1-A – Institutional and General Information
11. Form 2 – Space Information
12. Form 3 – Estimated Utilities Costs
13. Form 4 – Proposed Project Costs
14. Form 5 – Proposed Project Square Footage and Funding Sources
15. Form 6 – Certification by Governing Board
16. Completed Presenter Information Sheet

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1: PROJECT INFORMATION

Spell out and define all acronyms

Institution: Northern New Mexico College **Original:** **Date:** 05/20/2019

Project title: Roofing Repairs - Espanola Campus **Revision:** **Date:**

Location of Facility: Espanola Campus

Age of Facility: AD Patio - 1992 - 27 yrs; Johnson Controls - 1999 - 20 yrs; Library - 1980 - 39 yrs

Date of Last Improvement: N/A

Types of Space within Facility: Classrooms, Offices, Laboratories, Study pods, tutoring center,

Gross Square Footage of Facility: AD Patio - 15,093; Johnson Controls - 14,855; Library - 17,454

Gross Square Footage Offset: N/A

General Nature of Use and User Groups within Facility:

The AD Patio is the rooftop for the GED classrooms, labs and offices, as well as the Student Success Center offices and labs. The Johnson Control Building houses the College of Business & Administration, The small Business Development Program and the Continuing Education offices. The Library houses our Computer Labs, books, study pods, tutoring center and Distance Education Department.

Description of Work to be Performed and Impact to User Groups:

All three projects are roofing projects and have very little, to no impact, on our students, faculty, staff and community guests during the completion of the projects.

AD PATIO PROJECT:

The AD Patio Project is a concrete deck coating of the Student Services/Student Success out door - roof patio. This project will consist of eight layers of coating with a miracote product. This includes the preparation of existing damaged concrete, RM3000 Repair Mortar, Chalking, Fiber Mesh and Membrane C from the Miracote Product on all concrete paver areas. Contractors will extend the existing roof drains to drain from pavers. This project is 15,093 sq ft. and is located at the Espanola Campus.

JOHNSON CONTROL BUILDING ROOFING PROJECT:

The Johnson Control building project is a roof overlay of a single ply roofing assembly. This will include preping the existing roof and installing a 115 mil, white Thermoplastic Polyolefin (TPO), fleece black membrane that is fully adhered to the existing membrane. The membrane will go up and terminate under the existing metal wall detail and existing coping. The membrane sheets will be heat welded together to form a monolithic sheet and flashing of penetrations per the manufacturer's standard details. This project is 14,855 sq. ft. and is located at the Espanola Campus.

LIBRARY ROOF PROJECT:

The Library project will consist of two BUR Roofs overlay and Deck Coating. This project includes preparation to the existing roof and then mechanically attaching 115 mil Thermoplastic Polyolefin (TPO) fleece back membrane roof system over existing cap sheet roof. The membrane will go up and terminate under the existing metal wall detail and existing metal coping. The membrane sheets will be heat welded together to form a monolithic sheet and all flashings of penetrations per the manufacturer's standard details.

Deck Coating will consist of stripping existing coated deck down to the concrete, Clean out deck drains and snake to the sewer. This includes filling in and patching the concrete cracks. Contractors will then apply the same coating that will be used on the AD Patio Project. The roofs are 2,400 sq ft. and the deck is 1,350 sq ft and is located at the Espanola Campus.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1: PROJECT INFORMATION (con't)

Institution: Northern New Mexico College

Original: **Date:** 05/20/2019

Project title: Roofing Repairs - Espanola Campus

Revision: **Date:**

Description of why this project is needed and how it satisfies program needs/enrollment/mission:

These roofing projects are needed to protect office, classroom and laboratory equipment from water damage caused by leaking roofs. These roof projects are also needed to protect the inner roofs structure from decaying from water penetration. This will provide a safe and adequate space for our students while attending their college courses.

Describe the consequences of this project not receiving approval:

The consequences of this project not receiving approval would be the continuation of costly roof leak repairs unforeseen equipment damage, continued damage to roof structure of buildings, and unsafe building spaces provided to our students, faculty, staff and guests.

Was this project included in the annual Capital Outlay Plan submitted to HED, and if not, provide reason why:

Yes, this project was included in the annual Capital Outlay Plan submitted in 2018.

If this request was included in a previous recommendation for Legislative funding, provide information on differences from initial recommendation to current project request:

N/A

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1-A: INSTITUTIONAL AND GENERAL INFORMATION

Institution: Northern New Mexico College

Original: Date: 05/20/2019

Project title: Roofing Repairs - Espanola Campus

Revision: Date:

Current Total On-Campus Enrollment – Fall Semester	
Head Count: <u>1096</u>	FTE: <u>798.73</u>
<u>5</u> % Growth from previous year	<u>1</u> % Average growth in previous 5-year period

Current Total Off-Campus Enrollment (web-based or Distance Ed., etc.) – Fall Semester	
Head Count: <u>674 (Duplicated)</u>	FTE: <u>136.5</u>
<u> </u> % Growth from previous year	<u> </u> % Average growth in previous 5-year period

Tuition – Fall Semester		
Current Tuition Per Credit Hour: \$ <u> </u>	Current Tuition Per Semester: \$ <u> </u>	
Month/year per semester tuition was last increased: <u> </u> / <u> </u>	Amount of last per semester tuition increase: \$ <u> </u>	<u> </u> % Change from last increase

Program Enrollment Being Served by this Project – Fall Semester	
Head Count: <u> </u>	FTE: <u> </u>
<u> </u> % Growth from previous year	<u> </u> % Average growth in previous 10-year period

Bonding Information (to be completed if local bond proceeds are used for project funding)	
Assessed Valuation: <u> </u>	Month/year of most recent local bond issue: <u> </u> / <u> </u>
Outstanding Debt: <u> </u>	
Available Capacity: <u> </u>	

Project Schedule	
Month/year proposed construction start date: <u>07</u> / <u>2019</u>	Month/year proposed construction completion date: <u>06</u> / <u>2022</u>

Comments:

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 2: SPACE INFORMATION**

Institution: Northern New Mexico College

Original: **Date:** 05/20/2019

Project title: Roofing Repairs - Espanola Campus

Revision: **Date:**

List the Net Assignable Square Feet (NASF) and Net Usable Square Feet (NUSF) of spaces to be constructed, altered, or demolished by this project. Definitions of classifications used below may be found in "Postsecondary Education Facilities Inventory and Classification Manual" (FICM) published by the U.S. Department of Education.

CLASSIFICATION CODE	TYPE OF SPACE	DEMO	NEW	ALTERATION	% OF NUSF (NEW & ALT)	
100	Classroom	0	0	0	0	
200	Laboratory	0	0	0	0	
300	Office	0	0	0	0	
400	Study	0	0	0	0	
500	Special	0	0	0	0	
600	General	0	0	0	0	
700	Support	0	0	0	0	
800	Health	0	0	0	0	
900	Residential	0	0	0	0	
TOTAL NET ASSIGNABLE AREA (NASF)		0	0	0	0	
WWW	Circulation Area	0	0	0	0	
XXX	Building Services Area	0	0	0	0	
YYY	Mechanical Area	0	0	0	0	
TOTAL NONASSIGNABLE AREA		0	0	0	0	NIC SQ FT
TOTAL NET USABLE AREA (NUSF)		0	0	0	0	0
TARE		0	0	0		TOTALS
TOTAL PROJECT GROSS SQUARE FEET		0	0	0		0
FINAL PROJECT GROSS SQUARE FEET						0
ORIGINAL BUILDING GROSS SQUARE FEET						0
FINAL BUILDING GROSS SQUARE FEET						0
FINAL BUILDING GROSS SQUARE FEET DIFFERENCE						0

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 3: ESTIMATED UTILITIES COST

Institution:Northern New Mexico College

Original: **Date:**05/20/2019

Project title:Roofing Repairs - Espanola Campus

Revision: **Date:**

This form is designed to estimate the project's effect on current utilities costs, and to note submittal of supporting documentation related to Energy Saving Measures incorporated into the project.

FORMULA	CURRENT EXPENSES	PROJECTED ANNUAL EXPENSES AFTER COMPLETION	DIFFERENCE BETWEEN CURRENT AND PROJECTED (+ OR -)
Eligible GSF: _____ x \$3.75			

Check applicable boxes below:

Space is non I&G
(Comment Required)

Target Finder attached

LEED Checklist attached

Project Green Screen Features and Comments:

- Projects will not have an effect on current utility costs. Materilas that will be replaced are considered like to like materials.
- Thermoplastic Polyolefin (TPO) is a single ply reflective roofing membrane made from Polypropylene and ethylene - proylene rubber polymerized together.
- White TPO reflects harsh sun rays and instead of absorbing them, so we would spend less money keeping rbe building cool durinh the hot summer months. White TPO meets and often exceeds hte U.S. Environmental Protection Agencies Energy Star Specifications.
- In addition to an average 15% - 20% energy savings; TPO is 100% recycable.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 4: PROPOSED PROJECT COSTS

Institution: Northern New Mexico College

Original: Date: 05/20/2019

Project title: Roofing Repairs - Espanola Campus

Revision: Date:**I. PROJECT BUDGET**

EXPENDITURES	ITEMS INCLUDED IN TOTAL COST FOR EACH EXPENDITURE	ORIGINAL SUBMISSION		BUDGET REVISION
		NEW CONSTRUCTION	ALTERATIONS	
A. Building Cost				
1. General	Building Labor, Materials, All Signage, Material Testing & Seismic Testing		\$ 263,379.25	
2. Mechanical/Plumbing	Controls, Fire Suppression Systems, Test & Balance			
3. Electrical	Lighting Control Systems, Performance Testing			
4. Special Systems (voice, data, other)	Voice/Data, Wiring Performance Testing, Audio/Video infrastructure, Access Control, Security/Camera's, Fire Alarms			
5. Demolition	Interior Demo, HAZMAT & Abatement			
BUILDING COST SUBTOTAL		\$ 0.00	\$ 263,379.25	\$ 0.00
B. Built-in Equipment	Equipment permanently attached to building and/or infrastructure (Fume hoods, autoclaves, and lab casework)			
C. Site Development				
1. Utilities, Infrastructure	Utilities 5' beyond new building perimeter, relocations and tunnels			
2. Landscaping/Site Improvements	Free standing lighting, hardscapes, parking			
3. Demolition	Building, Site or Parking Removal		\$ 37,309.34	
TOTAL CONSTRUCTION COST (T.C.C.)		\$ 0.00	\$ 300,688.59	\$ 0.00

NEW MEXICO HIGHER EDUCATION DEPARTMENT

Construction Contingency	Not more than 5% for new Construction or 10% for renovations of Total Construction Cost (T.C.C.)		\$ 5,102.05	
E. Professional Fees				
1. Architectural/Engineering	Planning, Programming, Design thru Construction and Specialized Services		\$ 25,432.00	
2. Project Administration	PM Fees, Construction Manager at Risk (CMAR) Pre-Construction Services, IT Admin Fees, Parking Mitigation, Consultant Services, Tax Segregation services fee, Project Reserve		\$ 64,869.19	
3. Surveys/Commissioning	Soils Reports, Environmental Reports, Structural Shear Reports			
F. Movable Equipment	Special Systems Equipment		\$ 13,946.59	
G. Other	Site acquisition, etc.			
H. Art in Public Places (1% of State Appropriation)	AIPP or N/A			
I. Gross Receipts Tax	GRT is Not Nested within Costs Above. Amount entered will be added to Total Project Budget		\$ 15,175.70	
J. Gross Receipts Tax	GRT is Nested within Costs Above. Amount entered is included in Total Project Budget			
TOTAL PROJECT BUDGET		\$ 0.00	\$ 425,214.13	\$ 0.00

Comments:

	ALTERATIONS	AD PATIO	JOHNSON CONTROLS	LIBRARY
1	General	\$ 138,528.00	\$ 97,216.00	\$ 27,635.25
3	Demolition - Building, Site	\$ 23,088.00	\$ 13,888.00	\$ 3,333.34
	PROFESSIONAL FEES			
1	Architectual/Engineering	\$ 11,544.00	\$ 13,888.00	
D.	Construction Contingency	Included in Quote	Included in Quote	\$ 2,102.55
2	Project Administration	\$ 46,176.00	\$ 13,888.00	\$ 4,805.19
F.	Moveable Equipment	\$ 11,544.00		\$ 2,402.59
I.	Gross Receipt Tax (9.0625%)	\$ 8,369.40	\$ 5,034.40	\$ 1,771.90
	TOTAL PROJECT BUDGET:	\$ 239,249.40	\$ 143,914.40	\$ 42,050.82

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 5: PROPOSED PROJECT SQUARE FOOTAGE
AND FUNDING SOURCES

Institution: Northern New Mexico College

Original: Date: 05/20/2019

Project title: Roofing Repairs - Espanola Campus

Revision: Date:

COSTS PER GROSS SQUARE FOOT (GSF)			
	Cost (Items A-C on Form 4)	GSF for New Construction NUSF for Alteration	Cost per GSF
New Construction	\$ 0.00	0	NaN
Alterations	\$ 300,688.59	0	Infinity

RATIO OF NET USABLE TO GROSS SQUARE FEET (NUSF/GSF)			
	NUSF (same as total from Form 2)	GSF	RATIO NUSF/GSF (%)
New Construction	0	0	NaN
Alterations	0	0	NaN

FUNDING SOURCE		
Enter the source of funding for the project. Total must match the total project budget on Form 4.		
Funding Source and Description	Original Submission	Budget Revision
State Appropriations:		
GF2019; Appropriation ID A19S3499; SB280; Laws 2019 - Chapter 277 - Section 47	\$ 425,214.13	
Other Funding Sources:		
Total:	\$ 425,214.13	\$ 0.00

List State Appropriations as follows: Bond Series #: GOBxx or STBxx or GF 20xx, DFA#: A0x-xxxx), SBxxx or HBxxx, Laws of 20xx, chapter x, and section x. This information is available on the CPMS website at <http://cpms.dfa.state.nm.us/>. For all other funding, list revenue source and year budgeted.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 6: CERTIFICATION BY GOVERNING BOARD

Institution: Northern New Mexico College

Original: **Date:** 05/20/2019

Project title: Roofing Repairs - Espanola Campus

Revision: **Date:**

ORIGINAL CERTIFICATION

I hereby certify, on the basis of the information contained in Forms 1 through 5 of this capital project submittal and all attached supporting documentation, if appropriate, that the Governing Board approved the original submission of this project at its meeting on _____.

Certified:

Printed Name of President/Chancellor

Signature

REVISED SUBMISSION CERTIFICATION

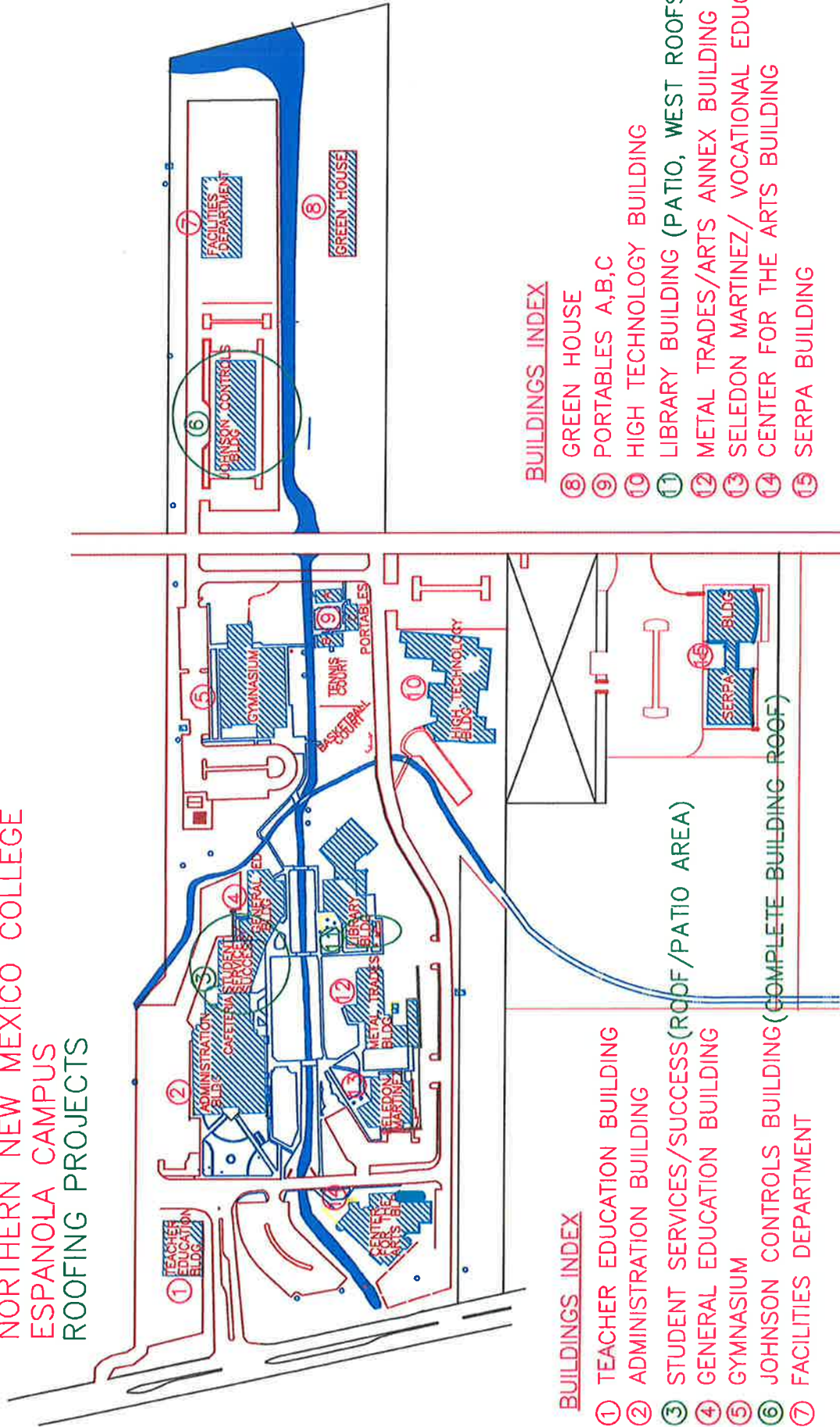
I hereby certify that the Governing Board approved this Revised Submission at its meeting on _____.

Certified:

Printed Name of President/Chancellor

Signature

NORTHERN NEW MEXICO COLLEGE
 ESPANOLA CAMPUS
 ROOFING PROJECTS



BUILDINGS INDEX

- ① TEACHER EDUCATION BUILDING
- ② ADMINISTRATION BUILDING
- ③ STUDENT SERVICES/SUCCESS (ROOF/PATIO AREA)
- ④ GENERAL EDUCATION BUILDING
- ⑤ GYMNASIUM
- ⑥ JOHNSON CONTROLS BUILDING (COMPLETE BUILDING ROOF)
- ⑦ FACILITIES DEPARTMENT

BUILDINGS INDEX

- ⑧ GREEN HOUSE
- ⑨ PORTABLES A,B,C
- ⑩ HIGH TECHNOLOGY BUILDING
- ⑪ LIBRARY BUILDING (PATIO, WEST ROOFS)
- ⑫ METAL TRADES/ARTS ANNEX BUILDING
- ⑬ SELEDON MARTINEZ/ VOCATIONAL EDUCATION CENTER FOR THE ARTS BUILDING
- ⑭ SERPA BUILDING

EverGuard® Roofing

512 Veranda Road NW
 Albuquerque, NM 87107
 Tel 505-821-9543
 Fax 505-821-9081
joe@everguardroofing.com

May 6, 2019
REVISED

Andy Romero
 Physical Plant Supervisor
 Northern New Mexico College
 921 North Paseo de Onate
 Espanola, NM 87532

Reference: Roof Inspection and Repair Proposal – AD Patio

Dear Andy,

Per your request, EverGuard Roofing performed an inspection of the deck at the AD Patio, recently. We have prepared a report with a roof plan and inspection photos.
State wage rate is \$32.89. Bond required over \$25K and included.

Here are our findings:

- The existing concrete deck is need of replacement as it is currently leaking and moisture protection has failed.
- The deck paver area appears to be a problem area and perhaps a major contributor to leaks.
- The deck joints, penetrations and terminations show signs of multiple failed repairs.
- The existing condition of the deck as of the date shown above is in poor condition and appears to be collecting and distributing water as the metal pans were not filled properly during construction and concrete decking will need to be coated.

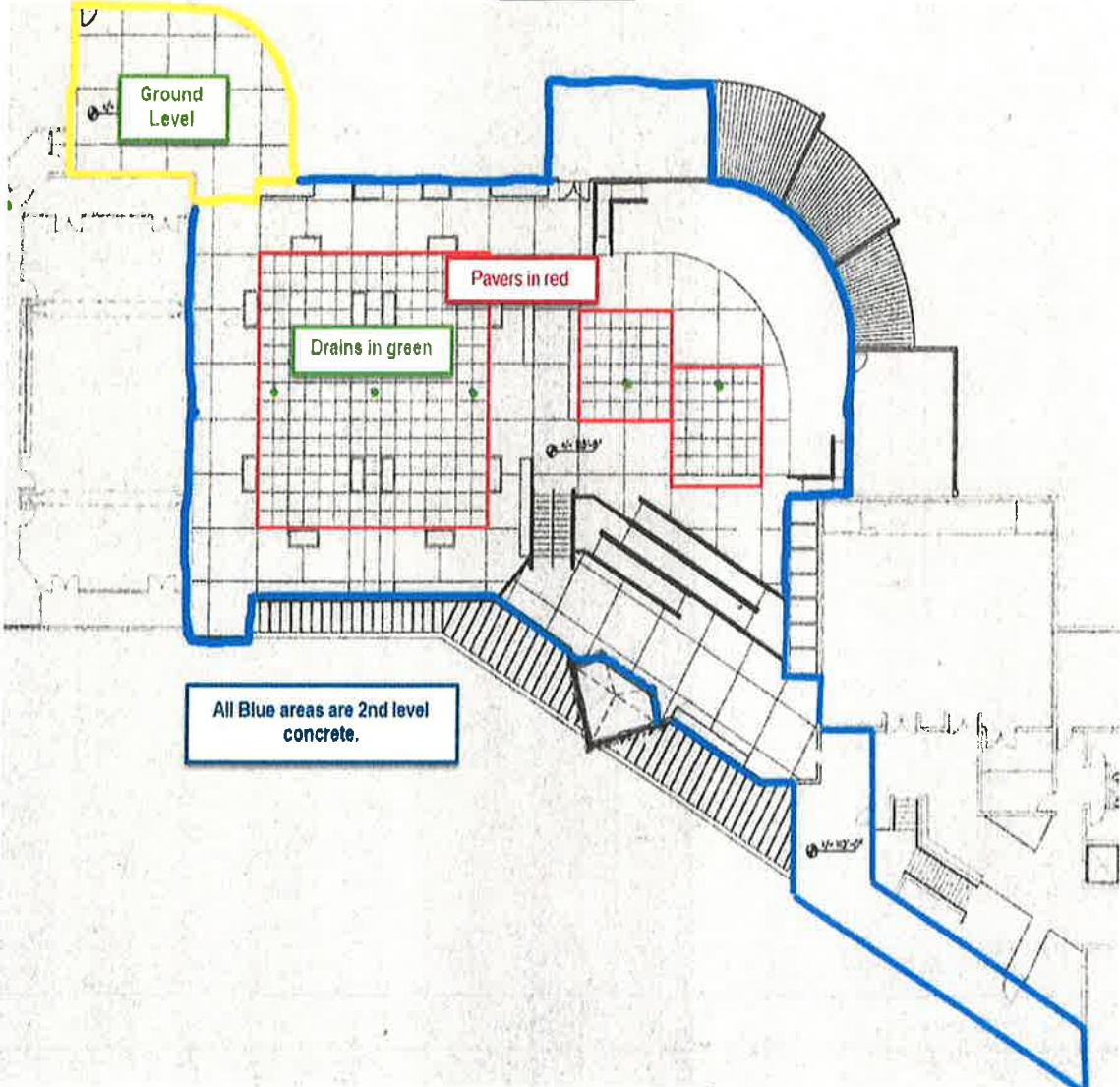
Here are the job statistics:

Area (SF)	Perimeter (LF)	Pavers (SF)	Bench Seats/ Penetrations (EA)	Stairs (SF)	Scuppers (EA)	Drains (EA)	Units (EA)
2 nd Level 12,268	1,547	2,825	18	120	4	5	3
Ground 1,200		Perimeter (LF) 342					

Recommendations: Prep and coat the concrete deck with Miracote Product (8 Layers of Coating).

1. Power wash entire area.
2. Remove broken concrete boarder, damaged concrete slope
 Create Drains on paver area as per Client request, Remove benches etc.

Roof Plan



EverGuard® Roofing

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 Fax 505-821-9081
joe@everguardroofing.com

May 6, 2019

Northern NM College – Johnson Controls Roof

Andy Romero
 Director of Facilities and Campus Security
 Northern New Mexico College
 921 Paseo De Oate
 Espanola, NM 87532

Reference: Reroof quote for Johnson Controls Roof at the Northern NM College in Espanola, NM.

Dear Andy,

Per your request, EverGuard Roofing is providing a budgetary quote. We have prepared a report with roof quote per your request. **State wage rate is \$32.89. Bond required over \$25K and included.**

Here are our findings:

- A roof core shows 1 layer of BUR cap sheet on a structurally sloped metal deck. Batt insulation is hung below.
- State and local code allows for 2 roofs; therefore, an overlay is allowed.
- The roof shows 3/8":12 slope. The roof slope appears to be good – no terrible ponding seen.
- The roof is at the end of its useful life and is currently leaking. All penetrations and curbs have been repaired in the past, but the field is now failing.
- The metal wall detail is in good condition and can be reused.
- The entire roof membrane is in poor condition, cracks are evident, and an overlay is recommended.

Recommendation: OVERLAY

- **Single Ply Roofing Assembly:** We are quoting to prep the existing roof. We will then install a 115 mil, white TPO fleece back membrane that is fully adhered to the existing membrane.
- The membrane will go up and terminate under the existing metal wall detail and existing metal coping.
- The membrane sheets will be heat welded together to form a monolithic sheet and all flashings of penetrations per the manufacturer's standard details.

Here are the roof statistics:

Roof Area (SQF)	Perimeter (LF)	Scuppers (EA)	Dish (EA)	Units (EA)	BRVs' (EA)	Roof Hatch (EA)	Gas/Elect (EA)
14,855	566	6	1	5	10	1	5

Our price includes the items shown above. 5% contingency included.

Price for roof overlay\$138,880.00
NM GRT on Labor only (9.0625%) \$55,552.00.....\$ 5,034.40
Total.....\$143,914.40

Exclusions: Tax, CMU, Metal roofing, Interior damage, other trades – HVAC/Duct work, copper lines and bricks, repair of damage by others, curbs, and vents. Abatement or remediation of any kind for any reason. Independent inspection or consultants. Price good for 120 business days. Roofing prices are volatile and price increases are for your account. **Proprietary and confidential information:** This proposal contains proprietary and confidential information of EverGuard Roofing and shall not be used, disclosed or reproduced, in whole or in part, for any purpose other than to evaluate this proposal and incorporate the proposal amount in recipient's subsequent bid.

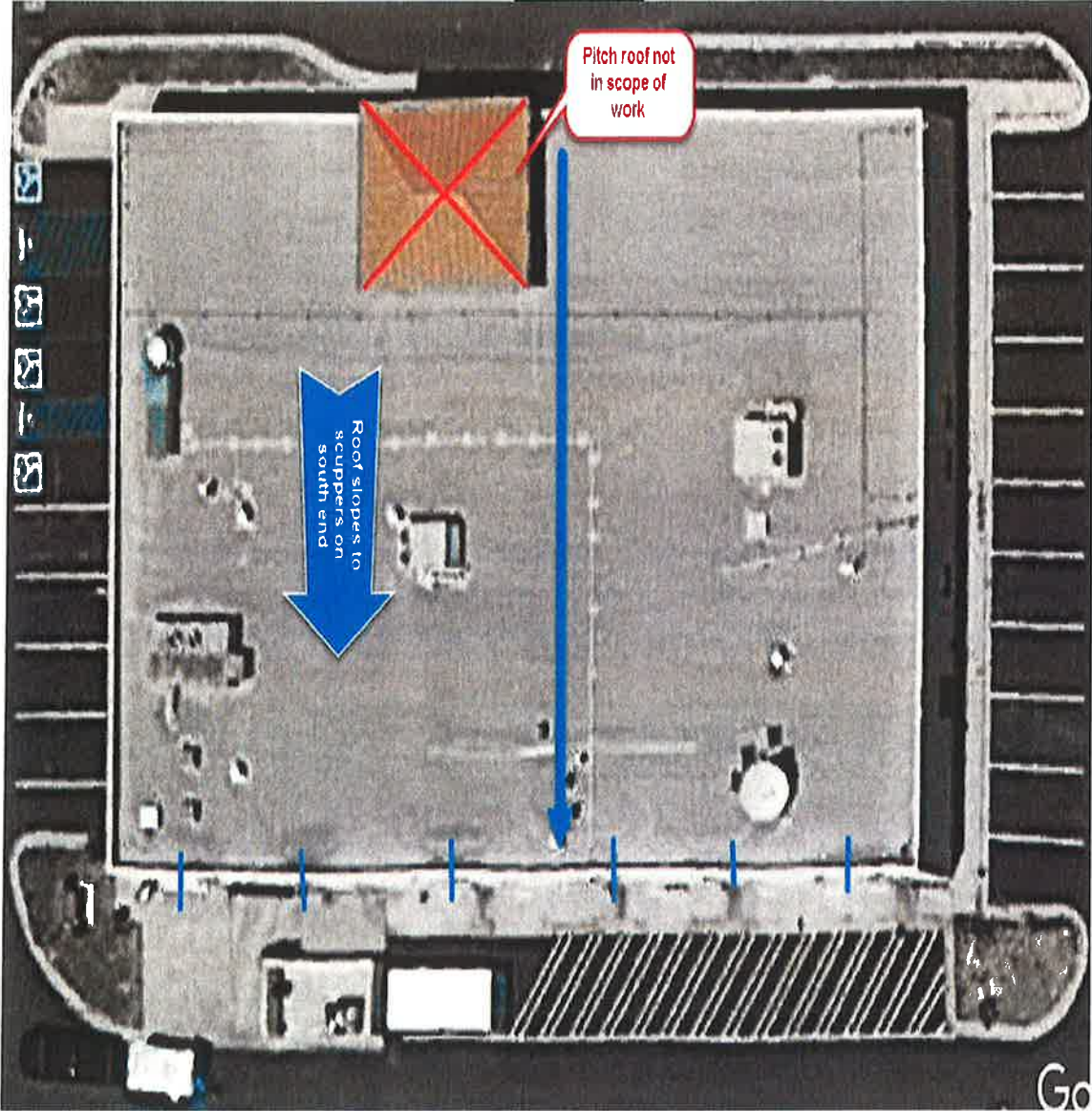
Please call with any questions.

Regards,

Joe Montes

Attachments: Roof plan

Roof Plan



EverGuard® Roofing

512 Veranda Road NW
 Albuquerque, NM 87107
 Tel 505-821-9543
 Fax 505-821-9081
joe@everguardroofing.com

May 6, 2019

Northern NM College – Library

Andy Romero
 Director of Facilities and Campus Security
 Northern New Mexico College
 921 Paseo De Oate
 Espanola, NM 87532

Reference: Reroof quote to sections at the Northern NM College Library in Espanola, NM.

Dear Andy,

Per your request, EverGuard Roofing performed an inspection of the library roof on the main campus recently. We have prepared a report with roof quotes per your request. **State wage rate is \$32.89. Bond required over \$25K and included.**

Here are our findings:

- We are quoting 2 BUR roofs and a deck on the library (See attached roof plan).
- A roof core shows 1 layer of cap sheet over 2" of fiber board on a structurally sloped metal deck. Batt insulation is hung below.
- State and local code allows for 2 roofs; therefore, an overlay is allowed.
- The roof shows 3/8":12 slope. The roof slope appears to be good – no terrible ponding seen.
- The roof is at the end of its useful life and is currently leaking. All penetrations and curbs have been repaired in the past, but the field is now failing.
- The metal wall detail is in good condition and can be reused.
- The metal roof above the windows is in good condition and not included in this quote.
- The entire roof membrane is in poor condition, cracks are evident, and an overlay is recommended.

Recommendations: 2 BUR Roofs - OVERLAY

- Prep the existing roof and then mechanically attach 115 Mil TPO fleece back membrane roof system over the existing cap sheet roof.
- The membrane will go up and terminate under the existing metal wall detail and existing metal coping.
- The membrane sheets will be heat welded together to form a monolithic sheet and all flashings of penetrations per the manufacturer's standard details.

Here are the roof statistics:

Maintenance Repairs Coatings Roofing Waterproofing

Roof Area (SQF)	Perimeter (LF)	Drains (EA)	Scuppers (EA)	Units (EA)	BRVs' (EA)
2,400	320	3	3	1	4

Library Deck – Coating

- The existing concrete deck is need of repairs and needs to be stripped, infilled and coated.

Here are the job statistics:

Area (SF)	Perimeter (LF)	Drains (EA)
1350	150	1

Recommendations: Repair and Coating

- Strip existing coated deck down to concrete.
- Clean out deck drain (snake out to sewer).
- Fill in and patch concrete cracks.
- Apply coating and let dry for at least 24 hours.

Our price includes the items shown above. 5% contingency included.

Price for roof overlay and coating.....	\$40,278.92
NM GRT on Labor only (9.0625%) \$19,552.00.....	\$ 1,771.90
Total.....	\$42,050.82

Exclusions: CMU, Metal roofing, Interior damage, other trades – HVAC/Duct work, copper lines and bricks, repair of damage by others, curbs, and vents. Abatement or remediation of any kind for any reason. Independent inspection or consultants. Price good for 120 business days. Roofing prices are volatile and price increases are for your account. **Proprietary and confidential information:** This proposal contains proprietary and confidential information of EverGuard Roofing and shall not be used, disclosed or reproduced, in whole or in part, for any purpose other than to evaluate this proposal and incorporate the proposal amount in recipient's subsequent bid.

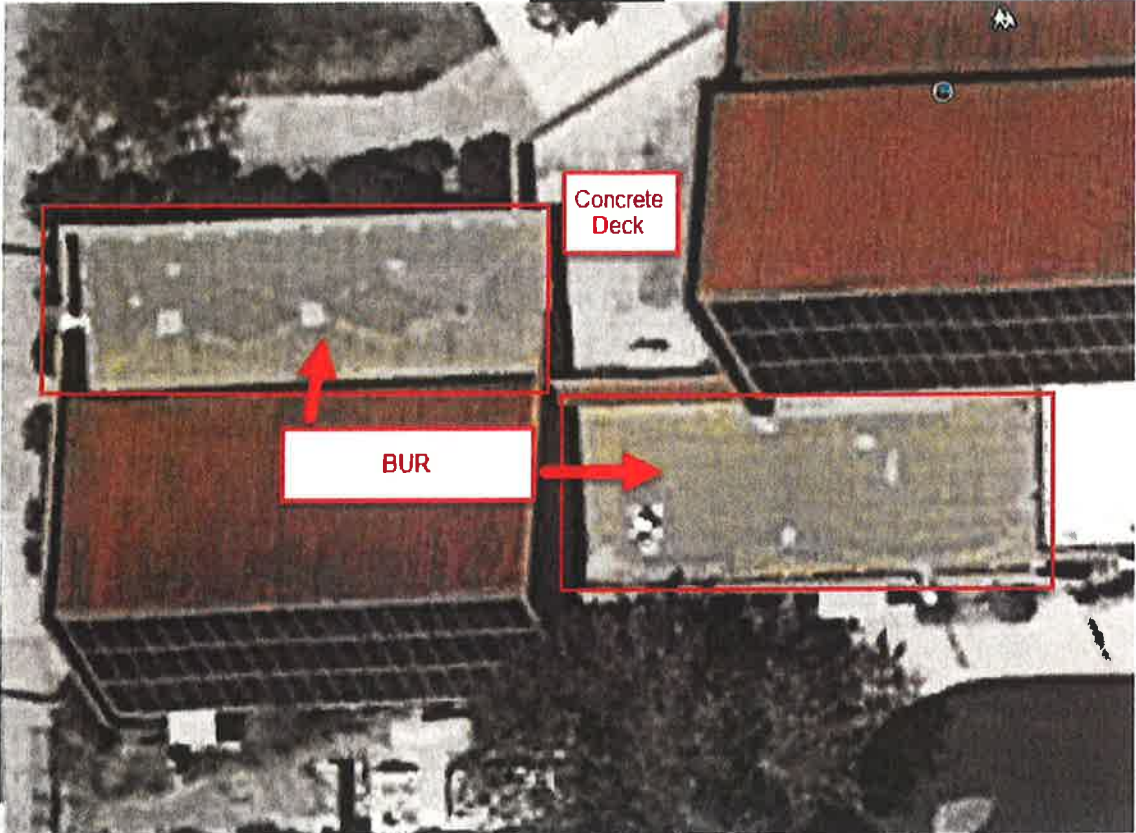
Please call with any questions.

Regards,

Joe Montes

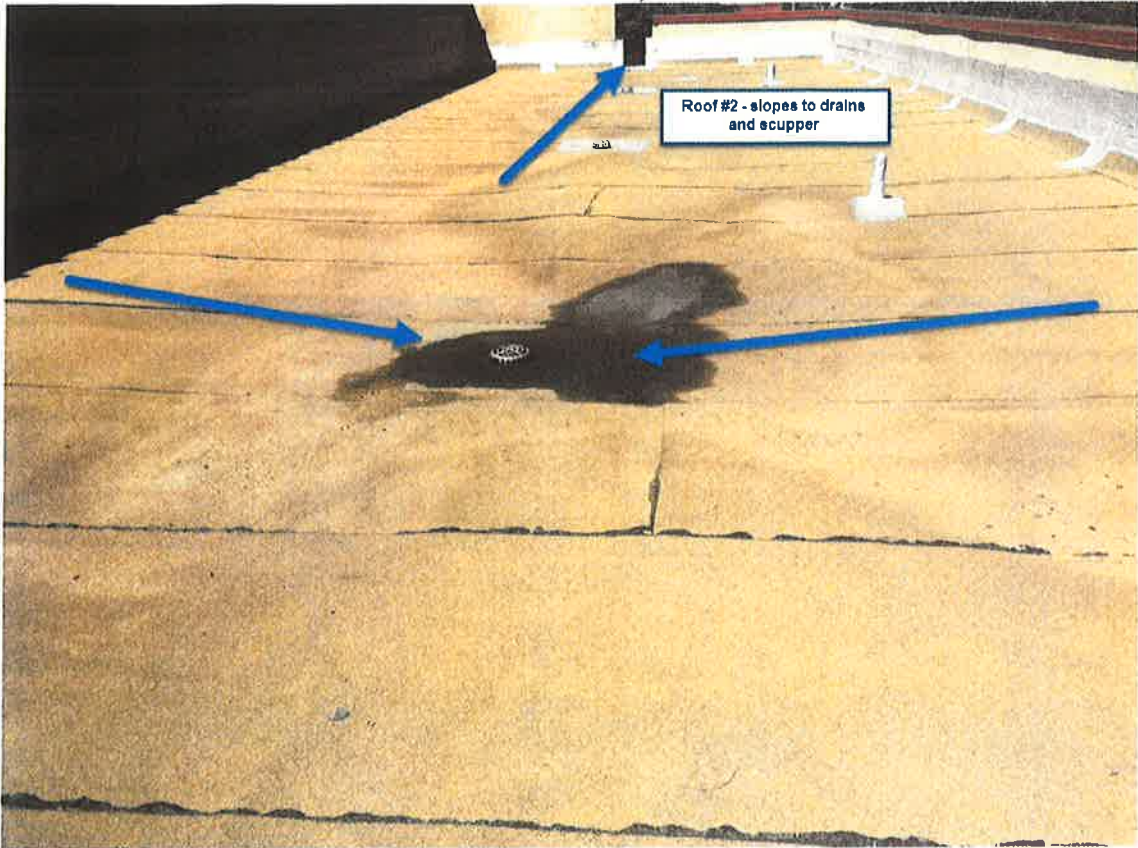
Attachments: Roof plan, Inspection Photos

Roof Plan



Inspection Photos





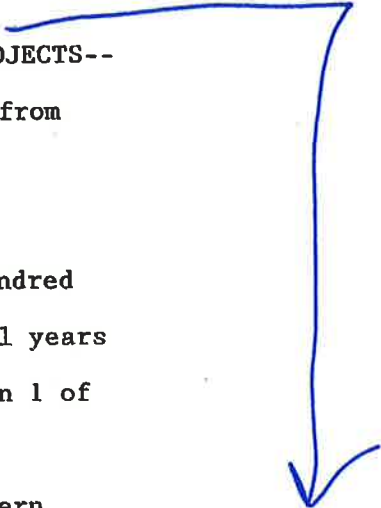
1 27. fifty thousand dollars (\$50,000) to plan,
2 design, construct, renovate and improve the Edgewood soil and
3 water conservation district facility, including a solar
4 array, floor resurfacing, a security gate, parking and
5 exterior finishes, in Moriarty in Torrance county;

6 28. one hundred fifty thousand dollars (\$150,000)
7 to plan, design, construct, furnish, equip and install a
8 boiler, including a control system and related
9 infrastructure, at the New Mexico state university
10 agricultural experiment station at Clayton livestock research
11 center in Clayton in Union county; and

12 29. one hundred thousand dollars (\$100,000) to
13 plan, design, construct, furnish and equip phase 2 of the
14 Whitfield visitor and education center for the Valencia soil
15 and water conservation district in Valencia county.

16 SECTION 47. NORTHERN NEW MEXICO STATE SCHOOL PROJECTS--
17 GENERAL FUND.--The following amounts are appropriated from
18 the general fund to the board of regents of northern
19 New Mexico state school for the following purposes:

20 1. one hundred thirty-two thousand five hundred
21 sixty-five dollars (\$132,565) for expenditure in fiscal years
22 2019 through 2023, unless otherwise provided in Section 1 of
23 this act, to plan, design and construct replacement of
24 corroded pipes in a dormitory and kitchen at the northern
25 New Mexico state school in El Rito in Rio Arriba county; and



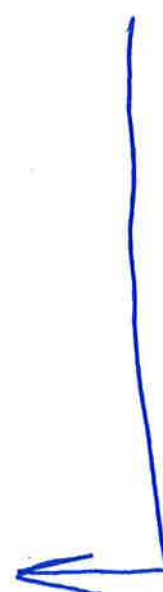
2. one million eight hundred fifty-five thousand dollars (\$1,855,000) for expenditure in fiscal years 2020 through 2023, unless otherwise provided in Section 1 of this act, to plan, design, construct, renovate and equip infrastructure improvements campuswide, including roofs, stucco, accessibility and sustainability initiatives, at the Espanola campus of northern New Mexico state school in Rio Arriba county.

SECTION 48. UNIVERSITY OF NEW MEXICO PROJECTS--GENERAL FUND.--The following amounts are appropriated from the general fund to the board of regents of the university of New Mexico for expenditure in fiscal years 2019 through 2023, unless otherwise provided in Section 1 of this act or in the items below, for the following purposes:

1. one million one hundred fifty thousand dollars (\$1,150,000) to plan, design, purchase, equip, renovate and construct improvements to athletic facilities at the university of New Mexico in Albuquerque in Bernalillo county;

~~2. twenty-five thousand dollars (\$25,000) to plan, design, purchase, equip and renovate the center for financial capability at the university of New Mexico in Albuquerque in Bernalillo county;~~

3. fifty thousand dollars (\$50,000) to plan, design, construct, renovate and make improvements to geography laboratories at the university of New Mexico in



NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M. O'NEILL, ED.D
CABINET SECRETARY

PRESENTER INFORMATION SHEET

NMHED CAPITAL OUTLAY MONTHLY HEARING

NNMC South Dorm Potable Water

Institution Name: Northern New Mexico College Project Title: Pipe Installation

<u>Andy Romero</u> Printed Name	<u>Director of Facilities/Safety & Security</u> Title	<u>andy@nnmc.edu</u> Email Address
------------------------------------	--	---------------------------------------

<u>Ricky Bejarano</u> Printed Name	<u>VP of Finance & Administration</u> Title	<u>ricky.bejarano@nnmc.edu</u> Email Address
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<u>Richard Bailey</u> Printed Name	<u>President</u> Title	<u>rick.bailey@nnmc.edu</u> Email Address
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_____ Printed Name	_____ Title	_____ Email Address
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_____ Printed Name	_____ Title	_____ Email Address
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STATE BOARD OF FINANCE MONTHLY HEARING

_____ Printed Name	_____ Title	_____ Email Address
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_____ Printed Name	_____ Title	_____ Email Address
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_____ Printed Name	_____ Title	_____ Email Address
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**NEW MEXICO HIGHER EDUCATION DEPARTMENT
2044 Galisteo Street, Suite 4, Santa Fe, NM 87505-2100**

CAPITAL PROJECT TRANSMITTAL SUMMARY SHEET

Complete this summary sheet and include with project submittal. The deadline to submit project documents can be found on the NMHED Annual Calendar of Events at <http://www.hed.state.nm.us/institutions/resources.aspx>. In order to ensure your project will be considered, it must be uploaded by the deadline to the following FTP address: <https://nmhedss1.state.nm.us/ThinClient/Login.aspx>.

Institution: **Northern New Mexico College**

Date: **05/20/2019**

1. Project title: **Campus Wide Fire Alarm Upgrade - Phase II**
2. HED meeting date when project consideration is requested:
3. Contact person: **Andy Romero** Phone: **505-927-0347**
Email: **andy@nnmc.edu**
4. Required forms for project categories (5.3.10 and 2.70.4 NMAC):
 - a) Construction, Alterations, or Demolition (All Forms)
 - b) Revenue Bond Forms (1, 1-A, 4, 5, 6)
 - c) Property Acquisition – Purchase, Lease, or Donation (Forms 1, 1-A, 3, 4, 5, 6)
 - d) Property Disposition – Sale or Trade (Forms 1 and 6)
5. A site plan or plat, as-builts or completed preliminary floor plan drawings, including elevations, with each space identified as to function. (Required for all project categories)
6. Supporting Documentation for Funding Sources. (Required for project category a, b, and c)
7. Certificate of Adequate Parking. (Only required for new construction and property acquisition)
8. Evidence of Energy Measures (Required for project category a and c)
9. Form 1 – Project Information
10. Form 1-A – Institutional and General Information
11. Form 2 – Space Information
12. Form 3 – Estimated Utilities Costs
13. Form 4 – Proposed Project Costs
14. Form 5 – Proposed Project Square Footage and Funding Sources
15. Form 6 – Certification by Governing Board
16. Completed Presenter Information Sheet

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1: PROJECT INFORMATION

Spell out and define all acronyms

Institution:Northern New Mexico College **Original:** **Date:**05/20/2019

Project title:Campus Wide Fire Alarm Upgrade - Phase II **Revision:** **Date:**

Location of Facility: Espanola Campus

Age of Facility: 8 to 49 Years Old; 1970-2010

Date of Last Improvement:N/A

Types of Space within Facility:Classroom, Labratories, Offices, Study, Support, Health and General Spaces.

Gross Square Footage of Facility: 538,768 sq. ft. calculated on Google Earth

Gross Square Footage Offset: N/A

General Nature of Use and User Groups within Facility:

Espanola campus buildings are utilized for instructional, reasearch, study, merchandising, food space, Administration, and all other College Departments,

Description of Work to be Performed and Impact to User Groups:

This project includes installing a complete Voice Evacuation Fire Alaram System in the following buildings; Administration, Student Success, General Education, Johnson Controls, Automotive, Serpa, High Tech, Library, Metal Trades, Vocational Education, Center for the Arts and the Teacher Education.

- to include back bone cabling to connect all buildings for central management from FireNET Graphix workstation,
- to include all Electrical rougg ins.
- to include patch/paint for exposed conduit in common areas
- to include and provide system monitoring for 1 year
- Connections to the following ancillary systems will be required per code, Elevator Control; Heating, Venting Air Conditioning (HVAC) shutdown for all units over 2,000CFM; and Kitchen Ansul System monitoring.
- to provide and install the means of connections for these system

This project will not affect the students, faculty, staff or community guests of the Institution, as the work will be completed around scheduled classes and events.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1: PROJECT INFORMATION (con't)

Institution: Northern New Mexico College

Original: **Date:** 05/20/2019

Project title: Campus Wide Fire Alarm Upgrade - Phase II

Revision: **Date:**

Description of why this project is needed and how it satisfies program needs/enrollment/mission:

The State of New Mexico adopted the Instructional Building Code in 2015 that requires all Educational Facilities to install a Voice Activation on all Fire Alarm Systems. The State Fire Marshal will start enforcing this, on this years annual inspections. Fire Safety is a high priority.

Describe the consequences of this project not receiving approval:

The consequences of this project not receiving approval would have the College remain out of code compliance. The college will start to receive correction notices from the State Fire Marshal.

Was this project included in the annual Capital Outlay Plan submitted to HED, and if not, provide reason why:

Yes, this project was included in the annual Capital Outlay Plan.

If this request was included in a previous recommendation for Legislative funding, provide information on differences from initial recommendation to current project request:

N/A

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1-A: INSTITUTIONAL AND GENERAL INFORMATION**

Institution: Northern New Mexico College

Original: Date: 05/20/2019

Project title: Campus Wide Fire Alarm Upgrade - Phase II

Revision: Date:

Current Total On-Campus Enrollment – Fall Semester	
Head Count: <u>1096</u>	FTE: <u>798.73</u>
<u>5</u> % Growth from previous year	<u>1</u> % Average growth in previous 5-year period

Current Total Off-Campus Enrollment (web-based or Distance Ed., etc.) – Fall Semester	
Head Count: <u>674 (duplicated)</u>	FTE: <u>136.5</u>
<u>5</u> % Growth from previous year	<u>1</u> % Average growth in previous 5-year period

Tuition – Fall Semester		
Current Tuition Per Credit Hour: \$ _____	Current Tuition Per Semester: \$ _____	
Month/year per semester tuition was last increased: ____/____	Amount of last per semester tuition increase: \$ _____	____% Change from last increase

Program Enrollment Being Served by this Project – Fall Semester	
Head Count: _____	FTE: _____
____% Growth from previous year	____% Average growth in previous 10-year period

Bonding Information (to be completed if local bond proceeds are used for project funding)	
Assessed Valuation: _____	Month/year of most recent local bond issue: ____/____
Outstanding Debt: _____	
Available Capacity: _____	

Project Schedule	
Month/year proposed construction start date: <u>07 /2019</u>	Month/year proposed construction completion date: <u>06 /2022</u>

Comments:

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 2: SPACE INFORMATION**

Institution: Northern New Mexico College

Original: **Date:** 05/20/2019

Project title: Campus Wide Fire Alarm Upgrade - Phase II

Revision: **Date:**

List the Net Assignable Square Feet (NASF) and Net Usable Square Feet (NUSF) of spaces to be constructed, altered, or demolished by this project. Definitions of classifications used below may be found in "Postsecondary Education Facilities Inventory and Classification Manual" (FICM) published by the U.S. Department of Education.

CLASSIFICATION CODE	TYPE OF SPACE	DEMO	NEW	ALTERATION	% OF NUSF (NEW & ALT)	
100	Classroom	0	0	0	0	
200	Laboratory	0	0	0	0	
300	Office	0	0	0	0	
400	Study	0	0	0	0	
500	Special	0	0	0	0	
600	General	0	0	0	0	
700	Support	0	0	0	0	
800	Health	0	0	0	0	
900	Residential	0	0	0	0	
TOTAL NET ASSIGNABLE AREA (NASF)		0	0	0	0	
WWW	Circulation Area	0	0	0	0	
XXX	Building Services Area	0	0	0	0	
YYY	Mechanical Area	0	0	0	0	
TOTAL NONASSIGNABLE AREA		0	0	0	0	NIC SQ FT
TOTAL NET USABLE AREA (NUSF)		0	0	0	0	0
TARE		0	0	0		TOTALS
TOTAL PROJECT GROSS SQUARE FEET		0	0	0		0
FINAL PROJECT GROSS SQUARE FEET						0
ORIGINAL BUILDING GROSS SQUARE FEET						0
FINAL BUILDING GROSS SQUARE FEET						0
FINAL BUILDING GROSS SQUARE FEET DIFFERENCE						0

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 3: ESTIMATED UTILITIES COST

Institution: Northern New Mexico College

Original: **Date:** 05/20/2019

Project title: Campus Wide Fire Alarm Upgrade - Phase II

Revision: **Date:**

This form is designed to estimate the project's effect on current utilities costs, and to note submittal of supporting documentation related to Energy Saving Measures incorporated into the project.

FORMULA	CURRENT EXPENSES	PROJECTED ANNUAL EXPENSES AFTER COMPLETION	DIFFERENCE BETWEEN CURRENT AND PROJECTED (+ OR -)
Eligible GSF: _____ x \$3.75			

Check applicable boxes below:

Space is non I&G
(Comment Required)

Target Finder attached

LEED Checklist attached

Project Green Screen Features and Comments:

N/A

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 4: PROPOSED PROJECT COSTS

Institution: Northern New Mexico College

Original: Date: 05/20/2019

Project title: Campus Wide Fire Alarm Upgrade - Phase II

Revision: Date:**I. PROJECT BUDGET**

EXPENDITURES	ITEMS INCLUDED IN TOTAL COST FOR EACH EXPENDITURE	ORIGINAL SUBMISSION		BUDGET REVISION
		NEW CONSTRUCTION	ALTERATIONS	
A. Building Cost				
1. General	Building Labor, Materials, All Signage, Material Testing & Seismic Testing			
2. Mechanical/Plumbing	Controls, Fire Suppression Systems, Test & Balance			
3. Electrical	Lighting Control Systems, Performance Testing		\$ 69,806.20	
4. Special Systems (voice, data, other)	Voice/Data, Wiring Performance Testing, Audio/Video infrastructure, Access Control, Security/Camera's, Fire Alarms		\$ 745,658.16	
5. Demolition	Interior Demo, HAZMAT & Abatement			
BUILDING COST SUBTOTAL		\$ 0.00	\$ 815,464.36	\$ 0.00
B. Built-in Equipment	Equipment permanently attached to building and/or infrastructure (Fume hoods, autoclaves, and lab casework)			
C. Site Development				
1. Utilities, Infrastructure	Utilities 5' beyond new building perimeter, relocations and tunnels			
2. Landscaping/Site Improvements	Free standing lighting, hardscapes, parking			
3. Demolition	Building, Site or Parking Removal			
TOTAL CONSTRUCTION COST (T.C.C.)		\$ 0.00	\$ 815,464.36	\$ 0.00

NEW MEXICO HIGHER EDUCATION DEPARTMENT

L. Construction Contingency	Not more than 5% for new Construction or 10% for renovations of Total Construction Cost (T.C.C.)		\$ 41,425.67	
E. Professional Fees				
1. Architectural/Engineering	Planning, Programming, Design thru Construction and Specialized Services			
2. Project Administration	PM Fees, Construction Manager at Risk (CMAR) Pre-Construction Services, IT Admin Fees, Parking Mitigation, Consultant Services, Tax Segregation services fee, Project Reserve		\$ 13,049.09	
3. Surveys/Commissioning	Soils Reports, Environmental Reports, Structural Shear Reports			
F. Movable Equipment	Special Systems Equipment			
G. Other	Site acquisition, etc.			
H. Art in Public Places (1% of State Appropriation)	AIPP or N/A			
I. Gross Receipts Tax	GRT is Not Nested within Costs Above. Amount entered will be added to Total Project Budget		\$ 77,750.80	
J. Gross Receipts Tax	GRT is Nested within Costs Above. Amount entered is included in Total Project Budget			
TOTAL PROJECT BUDGET		\$ 0.00	\$ 947,689.92	\$ 0.00

Comments:

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 5: PROPOSED PROJECT SQUARE FOOTAGE
AND FUNDING SOURCES

Institution: Northern New Mexico College

Original: Date: 05/20/2019

Project title: Campus Wide Fire Alarm Upgrade - Phase II

Revision: Date:

COSTS PER GROSS SQUARE FOOT (GSF)			
	Cost (Items A-C on Form 4)	GSF for New Construction NUSF for Alteration	Cost per GSF
New Construction	\$ 0.00	0	NaN
Alterations	\$ 856,890.00	0	Infinity

RATIO OF NET USABLE TO GROSS SQUARE FEET (NUSF/GSF)			
	NUSF (same as total from Form 2)	GSF	RATIO NUSF/GSF (%)
New Construction	0	0	NaN
Alterations	0	0	NaN

FUNDING SOURCE		
Enter the source of funding for the project. Total must match the total project budget on Form 4.		
Funding Source and Description	Original Submission	Budget Revision
State Appropriations:		
GF2019; Appropriation ID A19D3499; SB280; Laws 2019 - Chapter 277, Section 47	\$ 989,115.56	
Other Funding Sources:		
Total:	\$ 989,115.56	\$ 0.00

List State Appropriations as follows: Bond Series #: GOBxx or STBxx or GF 20xx, DFA#: A0x-xxxx), SBxxx or HBxxx, Laws of 20xx, chapter x, and section x. This information is available on the CPMS website at <http://cpms.dfa.state.nm.us/>. For all other funding, list revenue source and year budgeted.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 6: CERTIFICATION BY GOVERNING BOARD**

Institution: Northern New Mexico College

Original: **Date:** 05/20/2019

Project title: Campus Wide Fire Alarm Upgrade - Phase II

Revision: **Date:**

ORIGINAL CERTIFICATION

I hereby certify, on the basis of the information contained in Forms 1 through 5 of this capital project submittal and all attached supporting documentation, if appropriate, that the Governing Board approved the original submission of this project at its meeting on _____.

Certified:

Printed Name of President/Chancellor

Signature

REVISED SUBMISSION CERTIFICATION

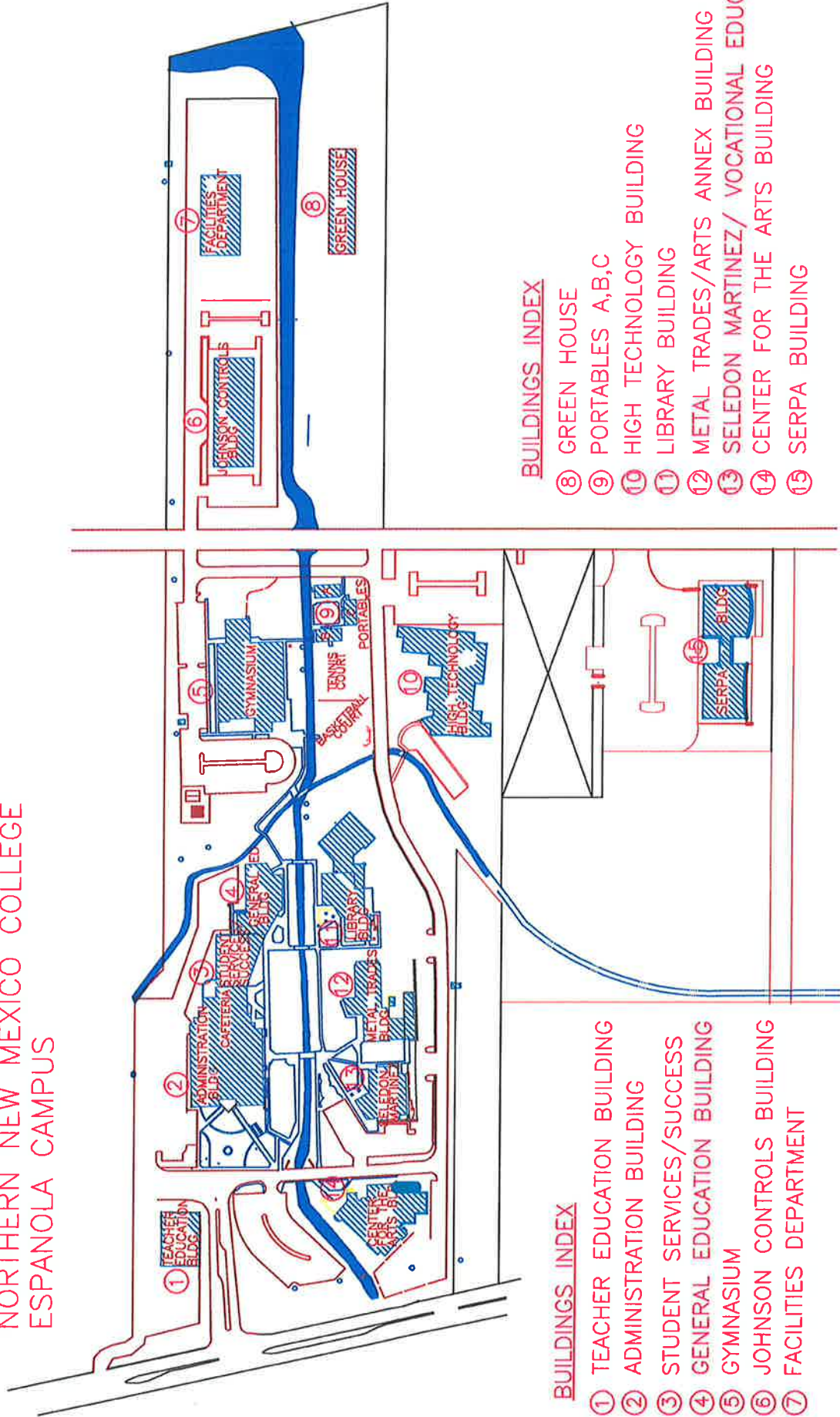
I hereby certify that the Governing Board approved this Revised Submission at its meeting on _____.

Certified:

Printed Name of President/Chancellor

Signature

NORTHERN NEW MEXICO COLLEGE
 ESPANOLA CAMPUS



BUILDINGS INDEX

- ① TEACHER EDUCATION BUILDING
- ② ADMINISTRATION BUILDING
- ③ STUDENT SERVICES/SUCCESS
- ④ GENERAL EDUCATION BUILDING
- ⑤ GYMNASIUM
- ⑥ JOHNSON CONTROLS BUILDING
- ⑦ FACILITIES DEPARTMENT

BUILDINGS INDEX

- ⑧ GREEN HOUSE
- ⑨ PORTABLES A,B,C
- ⑩ HIGH TECHNOLOGY BUILDING
- ⑪ LIBRARY BUILDING
- ⑫ METAL TRADES/ARTS ANNEX BUILDING
- ⑬ SELEDON MARTINEZ/ VOCATIONAL EDUCATION CENTER FOR THE ARTS BUILDING
- ⑭ CENTER FOR THE ARTS BUILDING
- ⑮ SERPA BUILDING



Proposal

NNMC- Fire Alarm Remediation Phase 2

NNMC

Quote # A-COM-2524

Date: 5/9/2019

Presented By:

Presented To:

A-Com Technologies

NNMC

2655 Pan American Freeway
Suite D
Albuquerque, NM 87107
505-344-1370
www.a-comtech.com

Scope of Work

Northern New Mexico College
Española, NM

Fire Alarm Remediation Phase 2 SOW-

- To provide a complete VOICE EVACUATION FIRE ALARM SYSTEM in the following buildings:
 - Admin Building
 - Student Success
 - GE
 - Johnson Controls
 - Automotive
 - Serpa
 - High Tech
 - Lujan Library
 - Metal Trades
 - Vocational
 - Performing Arts
 - Teachers Ed
- To provide Backbone cabling to connect all buildings for central management from FireNET Graphix Workstation
- To provide all Electrical Rough-In
- To provide Patch/Paint for exposed conduit in common areas
- To provide System Monitoring for 1 Year

NOTES

Underground Cabling will utilize existing pathways
Building Cabling will utilize existing pathways
Connections to the following ancillary systems will be required per code-

- Elevator Controls
- HVAC Shutdown for all HVAC units over 2,000 CFM
- Kitchen Ansul Systems monitoring

A-Com Technologies will be providing the means of connection for these systems, but all connections to Equipment(HVAC UNITS, ELEVATORS, KITCHEN ANSUL SYSTEMS), Any Additional Equipment or Upgrades Required, and Labor associated by specific trade WILL BE PROVIDED BY OWNER and is NOT included in this pricing.

*** PRICING PER SQUARE FOOT IS \$1.75. THIS FIGURE ASSUMES 538,768 SQUARE FEET CALCULATED ON GOOGLE EARTH***

*** PRICING VALID THROUGH DECEMBER 2019***

Modified: 5/9/2019

Revision: 0

* Price Includes Accessories

Presented By: A-Com Technologies

Project Name: NNMC- Fire Alarm Remediation Phase 2 Project No.: A-COM-2524

5/9/2019

Page 2 of 6



A-Com Technologies

Qty	Description	Equipment	Labor
11	FIRELITE ECC-RM Remote Microphone ECC-RM Remote Microphone	\$6,130.52	\$3,239.06
32220	General Cable 18/2 OAS FPLP	\$11,211.45	\$23,719.27
42720	GENERIC 14-2 FPLP 14-2 FPLP FA NACK CKT CABLE	\$9,661.36	\$31,448.84
72420	GENERIC 16-2 FPLP 16-2 FPLP SLC CKT	\$10,549.18	\$53,313.19
829	HOCHIKI ALN-V SMOKE DETECTOR	\$42,088.33	\$61,030.98
70	HOCHIKI ATJ-EA ATJ-EA HEAT SENSOR	\$3,446.10	\$5,153.40
108	HOCHIKI DCP-AMS-KL* SINGLE ACTION WITH KEY LOCK ADDRESSABLE MANUAL PULL STATION	\$7,144.20	\$7,950.96
86	HOCHIKI DH-99A ANALOG DUCT DETECTOR (REQUIRES SAMPLING TUBE)	\$14,035.20	\$12,661.78
46	HOCHIKI DIMM DUAL INPUT MONITOR MODULE FOR 4" BOX, CLASS "B	\$3,397.10	\$3,386.52
9	HOCHIKI FN-4127-NIC NETWORK INTERFACE CARD (FireNET & FireNET Plus)	\$3,046.14	\$662.58
1	HOCHIKI FN-4127-SLC DUAL SLC LOOP EXPANDER CARD (FireNET ONLY)	\$440.00	\$147.23
1	HOCHIKI FNLCDNUS00R024 NETWORK ANNUNCIATOR & BACKBOX (RED)	\$1,012.00	\$294.46
12	HOCHIKI FNLCD SUS00R024 SERIAL ANNUNCIATOR (RED), Includes surface backbox	\$4,615.44	\$2,650.20
12	HOCHIKI FNP1127US0ERS120 ANALOG ADDRESSABLE 1 LOOP NO DIALER, EXPANDABLE, RED*	\$11,353.80	\$17,667.60
10	HOCHIKI HA0711-10 Fire Document Box, Deep: 14.5"w x 12.2"h x 3.4"d - RED [AM2]	\$1,280.00	\$1,472.30

* Price Includes Accessories

Presented By: A-Com Technologies

5/9/2019

Project Name: NNMC- Fire Alarm Remediation Phase 2 Project No.: A-COM-2524

Page 4 of 6



A-Com Technologies

Qty	Description	Equipment	Labor
897	HOCHIKI HSB-NSA-6 Base HSB-NSA-6 Base	\$5,516.55	\$0.00
545	HOCHIKI HSSPK24CLPPW CEILING MOUNT SPEAKER/STROBE, 24VDC, 15/30/75/95/115 CD, PLAIN (NO LETTERING), WHITE	\$39,196.40	\$48,139.85
1	HOCHIKI PE-10SN (110V) POWER EXTENDER, 10 AMP, SYNC NOTIFICATION (110V)	\$553.85	\$220.85
12	HOCHIKI Power Extender, 6 Amp, Sync Notificatlon (110V) POWER EXTENDER, 6 AMP, SYNC NOTIFICATION (110V)	\$5,856.00	\$1,766.76
113	HOCHIKI R2ML DUAL RELAY MODULE 4", 2 AMPS @ 24VDC or 1 AMP @ 120VAC	\$7,215.05	\$8,319.06
5	HOCHIKI SPC-24 BEAM DETECTOR	\$2,360.00	\$736.15
86	HOCHIKI STS-5 SAMPLING TUBE 5 FT.	\$1,032.00	\$3,166.52
2	HOCHIKI TCH-B100 HAND-HELD PROGRAMMER	\$480.00	\$73.64
5	Spaceage MR101 Control Relay MR101 Control Relay	\$116.80	\$368.10
Fire Alarm System Total:		\$391,556.98	\$436,956.47
Contingency Fund			
1	A-Com Technologies Project Contingency To include Shop Drawings, Submittals, and Close-out documentation	\$41,425.67	\$0.00
Contingency Fund Total:		\$41,425.67	\$0.00
Project Subtotal:		\$432,982.65	\$436,956.47

* Price Includes Accessories

Presented By: A-Com Technologies

Project Name: NNMC- Fire Alarm Remediation Phase 2 Project No.: A-COM-2524

5/9/2019

Page 5 of 6



A-Com Technologies

Project Summary

Equipment:	\$432,982.65
Labor:	\$436,956.47
Sales Tax:	\$77,750.80
Grand Total:	<u>\$947,689.92</u>

Client:

Date

Contractor: **A-Com Technologies**

Date

* Price Includes Accessories

Presented By: A-Com Technologies

5/9/2019

Project Name: NNMC- Fire Alarm Remediation Phase 2 Project No.: A-COM-2524

Page 6 of 6

1 2. one million eight hundred fifty-five thousand
2 dollars (\$1,855,000) for expenditure in fiscal years 2020
3 through 2023, unless otherwise provided in Section 1 of this
4 act, to plan, design, construct, renovate and equip
5 infrastructure improvements campuswide, including roofs,
6 stucco, accessibility and sustainability initiatives, at the
7 Espanola campus of northern New Mexico state school in Rio
8 Arriba county.

9 SECTION 48. UNIVERSITY OF NEW MEXICO' PROJECTS--GENERAL
10 FUND.--The following amounts are appropriated from the
11 general fund to the board of regents of the university of
12 New Mexico for expenditure in fiscal years 2019 through 2023,
13 unless otherwise provided in Section 1 of this act or in the
14 items below, for the following purposes:

15 1. one million one hundred fifty thousand dollars
16 (\$1,150,000) to plan, design, purchase, equip, renovate and
17 construct improvements to athletic facilities at the
18 university of New Mexico in Albuquerque in Bernalillo county;

19 ~~2. twenty-five thousand dollars (\$25,000) to plan,~~
20 ~~design, purchase, equip and renovate the center for financial~~
21 ~~capability at the university of New Mexico in Albuquerque in~~
22 ~~Bernalillo county;~~

23 3. fifty thousand dollars (\$50,000) to plan,
24 design, construct, renovate and make improvements to
25 geography laboratories at the university of New Mexico in

1 27. fifty thousand dollars (\$50,000) to plan,
2 design, construct, renovate and improve the Edgewood soil and
3 water conservation district facility, including a solar
4 array, floor resurfacing, a security gate, parking and
5 exterior finishes, in Moriarty in Torrance county;

6 28. one hundred fifty thousand dollars (\$150,000)
7 to plan, design, construct, furnish, equip and install a
8 boiler, including a control system and related
9 infrastructure, at the New Mexico state university
10 agricultural experiment station at Clayton livestock research
11 center in Clayton in Union county; and

12 29. one hundred thousand dollars (\$100,000) to
13 plan, design, construct, furnish and equip phase 2 of the
14 Whitfield visitor and education center for the Valencia soil
15 and water conservation district in Valencia county.

16 SECTION 47. NORTHERN NEW MEXICO STATE SCHOOL PROJECTS--
17 GENERAL FUND.--The following amounts are appropriated from
18 the general fund to the board of regents of northern
19 New Mexico state school for the following purposes:

20 1. one hundred thirty-two thousand five hundred
21 sixty-five dollars (\$132,565) for expenditure in fiscal years
22 2019 through 2023, unless otherwise provided in Section 1 of
23 this act, to plan, design and construct replacement of
24 corroded pipes in a dormitory and kitchen at the northern
25 New Mexico state school in El Rito in Rio Arriba county; and

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M. O'NEILL, ED.D
CABINET SECRETARY

PRESENTER INFORMATION SHEET

NMHED CAPITAL OUTLAY MONTHLY HEARING

NNMC South Dorm Potable Water

Institution Name: Northern New Mexico College Project Title: Pipe Installation

Andy Romero Director of Facilities/Safety & Security andy@nnmc.edu
Printed Name Title Email Address

Ricky Bejarano VP of Finance & Administration ricky.bejarano@nnmc.edu
Printed Name Title Email Address

Richard Bailey President rick.bailey@nnmc.edu
Printed Name Title Email Address

Printed Name Title Email Address

Printed Name Title Email Address

STATE BOARD OF FINANCE MONTHLY HEARING

Printed Name Title Email Address

Printed Name Title Email Address

Printed Name Title Email Address

Printed Name Title Email Address

Printed Name Title Email Address

NEW MEXICO HIGHER EDUCATION DEPARTMENT
2044 Galisteo Street, Suite 4, Santa Fe, NM 87505-2100

CAPITAL PROJECT TRANSMITTAL SUMMARY SHEET

Complete this summary sheet and include with project submittal. The deadline to submit project documents can be found on the NMHED Annual Calendar of Events at <http://www.hed.state.nm.us/institutions/resources.aspx>. In order to ensure your project will be considered, it must be uploaded by the deadline to the following FTP address: <https://nmhedss1.state.nm.us/ThinClient/Login.aspx>.

Institution: **Northern New Mexico College**

Date: **05/08/2019**

1. Project title: **Exterior Paint & Stucco Campus Wide**
2. HED meeting date when project consideration is requested:
3. Contact person: **Andy Romero** Phone: **505-927-0347**
 Email: **andy@nnmc.edu**
4. Required forms for project categories (5.3.10 and 2.70.4 NMAC):
 - a) Construction, Alterations, or Demolition (All Forms)
 - b) Revenue Bond Forms (1, 1-A, 4, 5, 6)
 - c) Property Acquisition – Purchase, Lease, or Donation (Forms 1, 1-A, 3, 4, 5, 6)
 - d) Property Disposition – Sale or Trade (Forms 1 and 6)
5. A site plan or plat, as-builts or completed preliminary floor plan drawings, including elevations, with each space identified as to function. (Required for all project categories)
6. Supporting Documentation for Funding Sources. (Required for project category a, b, and c)
7. Certificate of Adequate Parking. (Only required for new construction and property acquisition)
8. Evidence of Energy Measures (Required for project category a and c)
9. Form 1 – Project Information
10. Form 1-A – Institutional and General Information
11. Form 2 – Space Information
12. Form 3 – Estimated Utilities Costs
13. Form 4 – Proposed Project Costs
14. Form 5 – Proposed Project Square Footage and Funding Sources
15. Form 6 – Certification by Governing Board
16. Completed Presenter Information Sheet

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1: PROJECT INFORMATION

Spell out and define all acronyms

Institution: Northern New Mexico College

Original: **Date:** 05/08/2019

Project title: Exterior Paint & Stucco Campus Wide

Revision: **Date:**

Location of Facility: Espanola Campus

Age of Facility: Painting: VE 1981; Metal Trades 1979; LRC East Wing 1980; GE 1978; AD & Student Services 1990' CFA

Date of Last Improvement: N/A

Types of Space within Facility: Classrooms, Labs, Offices, Genral Spaces, and Theater

Gross Square Footage of Facility: 66,300 Gross Square Feet of painting & 26,127 Gross Square Feet of Stucco

Gross Square Footage Offset: N/A

General Nature of Use and User Groups within Facility:

The Seledon Martinez building is the building that houses the Nursing Program. The Metal Trades building is the main building for Continuing Education courses. The Library building is the only one on campus and houses tutoring space needed for our students. The General Education Building houses all general classrooms and Science Labs.

Description of Work to be Performed and Impact to User Groups:

PAINTING:

This project consists of preparing walls and other surfaces for painting. This will be done by using sandpaper or scraping to remove old paint. Contractors will need to make on-site preparations for building scaffolding and the covering of fixtures. Holes and cracks in the walls and surfaces will be filled with appropriate materials. The buildings will then be repainted to match the existing colors. This is to include the repainting of existing parapet caps located on the buildings.

STUCCO:

This project consists of patching and repairing damaged areas where existing stucco and/or base insulation has deteriorated. Project will provide new sheathing as necessary for a sound base. New insulation will be provided as well as a path to match adjacent surfaces. Mechanically re-attach insulation that has detached from the walls in the areas that allow re-attachment. Project will provide a new stucco primer over entire surfaces that will be re stuccoed. Project will provide new stucco to match adjacent existing surfaces and colors.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1: PROJECT INFORMATION (con't)

Institution: Northern New Mexico College

Original: **Date:** 05/08/2019

Project title: Exterior Paint & Stucco Campus Wide

Revision: **Date:**

Description of why this project is needed and how it satisfies program needs/enrollment/mission:

The painting and stucco project is needed to protect and seal out moisture to the exterior shell of these buildings. This will provide a weather tight exterior seal from the weather elements. This will help to build the longevity and low maintenance while keeping the building appearance up for the College Community.

Describe the consequences of this project not receiving approval:

The consequence of this project not being approved would be that the buildings will continue to absorb moisture from the weather. This could cause health, safety, and structure issues if not addressed.

Was this project included in the annual Capital Outlay Plan submitted to HED, and if not, provide reason why:

Yes, this project was originally included in the annual Capital Outlay Plan submitted to HED.

If this request was included in a previous recommendation for Legislative funding, provide information on differences from initial recommendation to current project request:

N/A

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1-A: INSTITUTIONAL AND GENERAL INFORMATION

Institution: Northern New Mexico College

Original: Date: 05/08/2019

Project title: Exterior Paint & Stucco Campus Wide

Revision: Date:

Current Total On-Campus Enrollment – Fall Semester	
Head Count: <u>1096</u>	FTE: <u>798.73</u>
<u>5</u> % Growth from previous year	<u>1</u> % Average growth in previous 5-year period

Current Total Off-Campus Enrollment (web-based or Distance Ed., etc.) – Fall Semester	
Head Count: <u>674 (Duplicated)</u>	FTE: <u>136.5</u>
<u> </u> % Growth from previous year	<u> </u> % Average growth in previous 5-year period

Tuition – Fall Semester		
Current Tuition Per Credit Hour: \$ <u> </u>	Current Tuition Per Semester: \$ <u> </u>	
Month/year per semester tuition was last increased: <u> </u> / <u> </u>	Amount of last per semester tuition increase: \$ <u> </u>	<u> </u> % Change from last increase

Program Enrollment Being Served by this Project – Fall Semester	
Head Count: <u> </u>	FTE: <u> </u>
<u> </u> % Growth from previous year	<u> </u> % Average growth in previous 10-year period

Bonding Information (to be completed if local bond proceeds are used for project funding)	
Assessed Valuation: <u> </u>	Month/year of most recent local bond issue: <u> </u> / <u> </u>
Outstanding Debt: <u> </u>	
Available Capacity: <u> </u>	

Project Schedule	
Month/year proposed construction start date: <u>07 / 2019</u>	Month/year proposed construction completion date: <u>06 / 2023</u>

Comments:

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 2: SPACE INFORMATION**

Institution: Northern New Mexico College

Original: **Date:** 05/08/2019

Project title: Exterior Paint & Stucco Campus Wide

Revision: **Date:**

List the Net Assignable Square Feet (NASF) and Net Usable Square Feet (NUSF) of spaces to be constructed, altered, or demolished by this project. Definitions of classifications used below may be found in "Postsecondary Education Facilities Inventory and Classification Manual" (FICM) published by the U.S. Department of Education.

CLASSIFICATION CODE	TYPE OF SPACE	DEMO	NEW	ALTERATION	% OF NUSF (NEW & ALT)	
100	Classroom	0	0	0	0	
200	Laboratory	0	0	0	0	
300	Office	0	0	0	0	
400	Study	0	0	0	0	
500	Special	0	0	0	0	
600	General	0	0	0	0	
700	Support	0	0	0	0	
800	Health	0	0	0	0	
900	Residential	0	0	0	0	
TOTAL NET ASSIGNABLE AREA (NASF)		0	0	0	0	
WWW	Circulation Area	0	0	0	0	
XXX	Building Services Area	0	0	0	0	
YYY	Mechanical Area	0	0	0	0	
TOTAL NONASSIGNABLE AREA		0	0	0	0	NIC SQ FT
TOTAL NET USABLE AREA (NUSF)		0	0	0	0	0
TARE		0	0	0		TOTALS
TOTAL PROJECT GROSS SQUARE FEET		0	0	0		0
FINAL PROJECT GROSS SQUARE FEET						0
ORIGINAL BUILDING GROSS SQUARE FEET						0
FINAL BUILDING GROSS SQUARE FEET						0
FINAL BUILDING GROSS SQUARE FEET DIFFERENCE						0

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 3: ESTIMATED UTILITIES COST

Institution:Northern New Mexico College

Original: **Date:**05/08/2019

Project title:Exterior Paint & Stucco Campus Wide

Revision: **Date:**

This form is designed to estimate the project's effect on current utilities costs, and to note submittal of supporting documentation related to Energy Saving Measures incorporated into the project.

FORMULA	CURRENT EXPENSES	PROJECTED ANNUAL EXPENSES AFTER COMPLETION	DIFFERENCE BETWEEN CURRENT AND PROJECTED (+ OR -)
Eligible GSF: _____ x \$3.75			

Check applicable boxes below:

Space is non I&G
(Comment Required)

Target Finder attached

LEED Checklist attached

Project Green Screen Features and Comments:

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 4: PROPOSED PROJECT COSTS**

Institution: Northern New Mexico College

Original: Date: 05/08/2019

Project title: Exterior Paint & Stucco Campus Wide

Revision: Date:**I. PROJECT BUDGET**

EXPENDITURES	ITEMS INCLUDED IN TOTAL COST FOR EACH EXPENDITURE	ORIGINAL SUBMISSION		BUDGET REVISION
		NEW CONSTRUCTION	ALTERATIONS	
A. Building Cost				
1. General	Building Labor, Materials, All Signage, Material Testing & Seismic Testing		\$ 317,626.51	
2. Mechanical/Plumbing	Controls, Fire Suppression Systems, Test & Balance			
3. Electrical	Lighting Control Systems, Performance Testing			
4. Special Systems (voice, data, other)	Voice/Data, Wiring Performance Testing, Audio/Video infrastructure, Access Control, Security/Camera's, Fire Alarms			
5. Demolition	Interior Demo, HAZMAT & Abatement			
BUILDING COST SUBTOTAL		\$ 0.00	\$ 317,626.50	\$ 0.00
B. Built-in Equipment	Equipment permanently attached to building and/or infrastructure (Fume hoods, autoclaves, and lab casework)			
C. Site Development				
1. Utilities, Infrastructure	Utilities 5' beyond new building perimeter, relocations and tunnels			
2. Landscaping/Site Improvements	Free standing lighting, hardscapes, parking			
3. Demolition	Building, Site or Parking Removal			
TOTAL CONSTRUCTION COST (T.C.C.)		\$ 0.00	\$ 317,626.50	\$ 0.00

NEW MEXICO HIGHER EDUCATION DEPARTMENT

L. Construction Contingency	Not more than 5% for new Construction or 10% for renovations of Total Construction Cost (T.C.C.)		\$ 13,100.00	
E. Professional Fees				
1. Architectural/Engineering	Planning, Programming, Design thru Construction and Specialized Services			
2. Project Administration	PM Fees, Construction Manager at Risk (CMAR) Pre-Construction Services, IT Admin Fees, Parking Mitigation, Consultant Services, Tax Segregation services fee, Project Reserve		\$ 18,000.00	
3. Surveys/Commissioning	Soils Reports, Environmental Reports, Structural Shear Reports			
F. Movable Equipment				
	45 Foot Lift		\$ 2,695.00	
G. Other				
	Site acquisition, etc.			
H. Art in Public Places (1% of State Appropriation)				
	AIPP or N/A			
I. Gross Receipts Tax				
	GRT is Not Nested within Costs Above. Amount entered will be added to Total Project Budget		\$ 30,996.15	
J. Gross Receipts Tax				
	GRT is Nested within Costs Above. Amount entered is included in Total Project Budget			
TOTAL PROJECT BUDGET		\$ 0.00	\$ 382,417.65	\$ 0.00

Comments:

Painting Project:
 Materials: \$65,587.51
 Labor: \$7,800.00
 Moveable Equipment: \$2,695.00
 Gross Receipt Tax: \$6,387.73
 Contingency: \$2,500.00 (Applied)

Stucco Project:
 Materials/Labor: \$244,239.00
 Contingency: 13,100.00
 Project Administration: \$18,000.00
 Gross Receipt Tax: \$24,608.42

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 5: PROPOSED PROJECT SQUARE FOOTAGE
AND FUNDING SOURCES**

Institution:Northern New Mexico College

Original: **Date:**05/08/2019

Project title:Exterior Paint & Stucco Campus Wide

Revision: **Date:**

COSTS PER GROSS SQUARE FOOT (GSF)			
	Cost (Items A-C on Form 4)	GSF for New Construction NUSF for Alteration	Cost per GSF
New Construction	\$ 0.00	0	NaN
Alterations	\$ 317,626.50	0	Infinity

RATIO OF NET USABLE TO GROSS SQUARE FEET (NUSF/GSF)			
	NUSF (same as total from Form 2)	GSF	RATIO NUSF/GSF (%)
New Construction	0	0	NaN
Alterations	0	0	NaN

FUNDING SOURCE		
Enter the source of funding for the project. Total must match the total project budget on Form 4.		
Funding Source and Description	Original Submission	Budget Revision
State Appropriations:		
GF2019; Appropriation ID A19D3499; SB280; Laws 2019 - Chapter 277, Section 47	\$ 317,626.51	
Other Funding Sources:		
Total:	\$ 317,626.50	\$ 0.00

List State Appropriations as follows: Bond Series #: GOBxx or STBxx or GF 20xx, DFA #: A0x-xxxx), SBxxx or HBxxx, Laws of 20xx, chapter x, and section x. This information is available on the CPMS website at <http://cpms.dfa.state.nm.us/>. For all other funding, list revenue source and year budgeted.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 6: CERTIFICATION BY GOVERNING BOARD

Institution: Northern New Mexico College

Original: **Date:** 05/08/2019

Project title: Exterior Paint & Stucco Campus Wide

Revision: **Date:**

ORIGINAL CERTIFICATION

I hereby certify, on the basis of the information contained in Forms 1 through 5 of this capital project submittal and all attached supporting documentation, if appropriate, that the Governing Board approved the original submission of this project at its meeting on _____.

Certified:

Printed Name of President/Chancellor

Signature

REVISED SUBMISSION CERTIFICATION

I hereby certify that the Governing Board approved this Revised Submission at its meeting on _____.

Certified:

Printed Name of President/Chancellor

Signature

Proposal No. **05072019**

La Mesilla Construction, LLC

New Mexico DOL #01682820101201 GB-98 #352334

Proposal

Project		
Name	Northern New Mexico College Re-Stucco of Fine Arts Northern New Mexico College - PHASE II 921 Paseo De Onate Española, New Mexico	Date 5/7/2019
Owner Contact	Mr. Andy Romero	Owner Northern New Mexico College

Qty	Unit	Description	Unit Price	Direct Costs
		La Mesilla Construction (LMC) appreciates the opportunity to bid on re-stucco of a portion of the Fine arts Auditorium as indicated on the attached map. We propose to utilize our New Mexico State Purchasing Agreement which is valid through 7/10/2019, #50-000-15-00072. SCOPE OF WORK: Patch and repair damaged areas where stucco and / or base insulation has deteriorated. Provide new Sheathing as necessary for a sound base. Provide new insulation and patch to match adjacent surfaces. Mechanically re-attach all areas where insulation has detached from the walls but is in good condition for re-attachment. Provide new stucco primer over entire surfaces to receive new stucco and provide new stucco to match adjacent existing surfaces and colors.		
878	SY	Cost of Patching and repairing of damaged areas is \$35.00 / SY	\$ 35.00	\$ 30,730.00
1189	SY	Cost of Mechanically re-attaching detached insulation is \$25.00/ SY	\$ 26.00	\$ 30,914.00
2903	SY	Cost of new stucco over existing and repaired areas is \$65.00 / SY	\$ 66.00	\$ 191,598.00
		Labor, Materials and Performance Bond		\$ 8,997.00
		5% Construction Contingency		\$ 13,100.00
		Quoted Prices are Valid for one Year from Proposal Date		
		Subtotal		\$ 275,339.00
		Other NMGRT @ 8.9375%		\$ 24,608.42
		TOTAL		\$ 299,947.42

La Mesilla Construction, LLC
#98, CR 119
Española, NM 87532

Exclusions: additional items not listed in detailed scope above

Contractor: _____ Owner: _____

Proposal

NM Lic. No 26798



5816 Signal NE
 Albuquerque, New Mexico 87113
 (505) 823-2400 • Fax (505) 823-9191

PROPOSAL SUBMITTED TO:

Northern N.M. College
 Attn: Andy

Phone: 927-3047

Date: 5/6/19

Fax:

Job Name: Campus buildings

Job Location: Espanola ,NM

1. Stucco and block walls to be repaired as needed and repainted matching the existing colors. Repaint parapet caps on building areas to be painted.
2. On the Metals trade building paint red metal fascia along with the walls.
3. On the Student services building paint the steal portals along the front walls that are being painted.

All prices include labor, material and tax following CES pricing.

Sheldon Martinez –full building : \$20,922.54

Metals Trades – full building : \$17,202.97

Library (exclude east wing of building : \$12,204.81

General Education – full 3 sides : \$18,597.81

Admin. and student services front only including steal portals : \$5,164.73

Pony walls/planters in front of student services : \$2,502.77

Metal hand rails around building areas to be painted: \$1,869.37

Lift rental : \$2,935.87

Water tank and vault lid behind Admin. Building : \$1,069.37

Dan O'Neill

Accepted By Please sign and fax/mail copy to office

Please Note: a 3% convenience fee will be added to all credit card transactions

TERMS OF PROPOSAL: All specified material will be utilized. Work will be completed in a workmanship manner according to standard practices. Any alteration from the above specifications involving extra cost will become an extra charge over and above the estimate. A late fee of 2% per month will be added to any balance 30 days past due. Buyer agrees to pay all costs and fees, including reasonable attorney's fees, incurred by Seller in the collection amount due.



5816 Signal NE
 Albuquerque, New Mexico 87113
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Proposal

NM Lic. No 26798

PROPOSAL SUBMITTED TO:

Northern N.M. College
 Attn: Andy

Phone: 927-3047

Date: 5/6/19

Fax:

Job Name: Campus buildings

Job Location: Espanola, NM

Total cost of project with labor, material and tax = \$82,470.24

Total square footage of painted areas -- Approx. 66,300

This proposal is good for the year of 2019.

A contingency price of \$2,500.00 applies.

Estimated Prices Do Not Include Tax

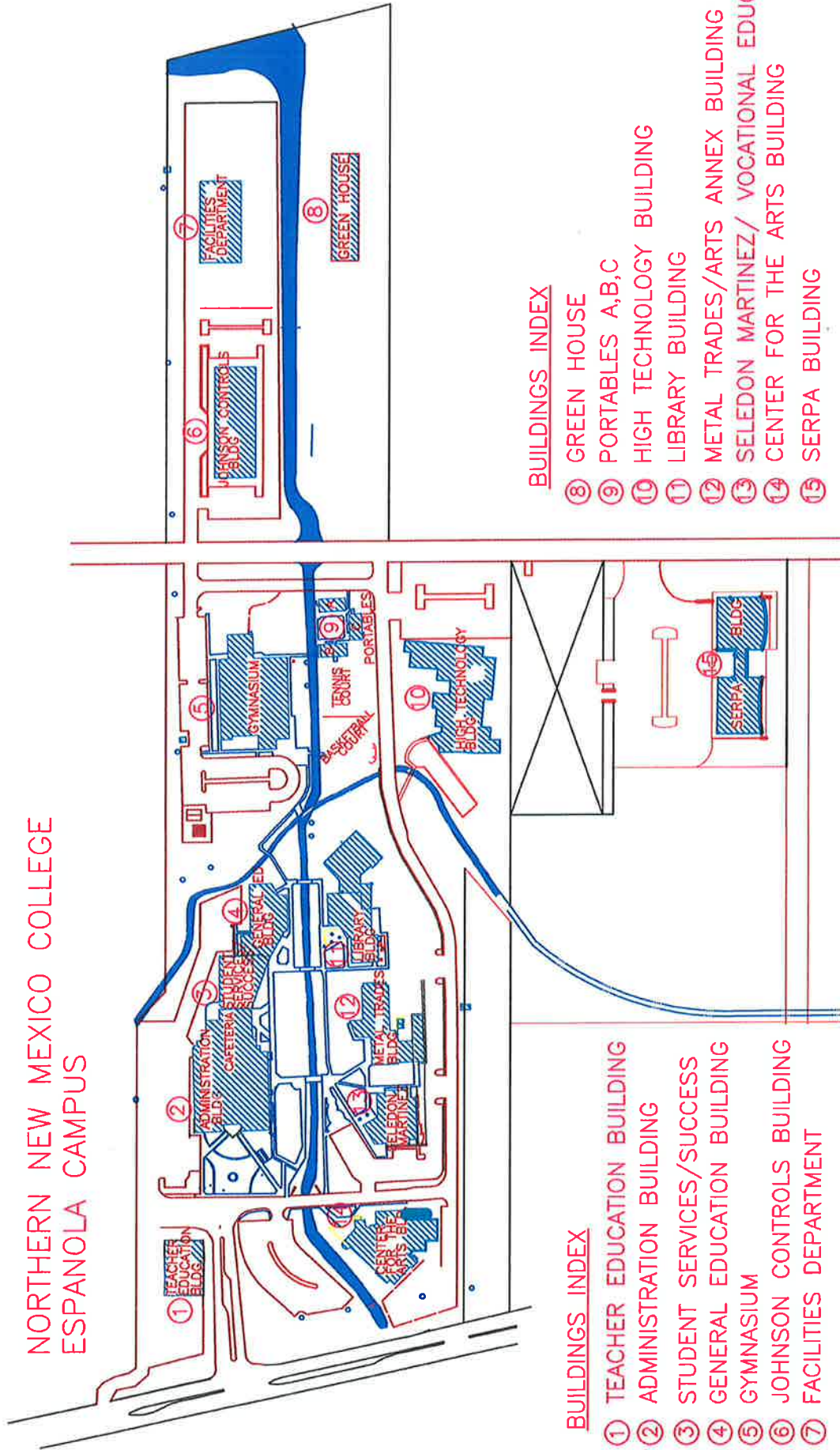
Dan O'Neill

Accepted By Please sign and fax/mail copy to office

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TERMS OF PROPOSAL: All specified material will be utilized, Work will be completed in a workmanship manner according to standard practices. Any alteration from the above specifications involving extra cost will become an extra charge over and above the estimate. A late fee of 2% per month will be added to any balance 30 days past due. Buyer agrees to pay all costs and fees, including reasonable attorney's fees, incurred by Seller in the collection amount due.

NORTHERN NEW MEXICO COLLEGE
ESPANOLA CAMPUS



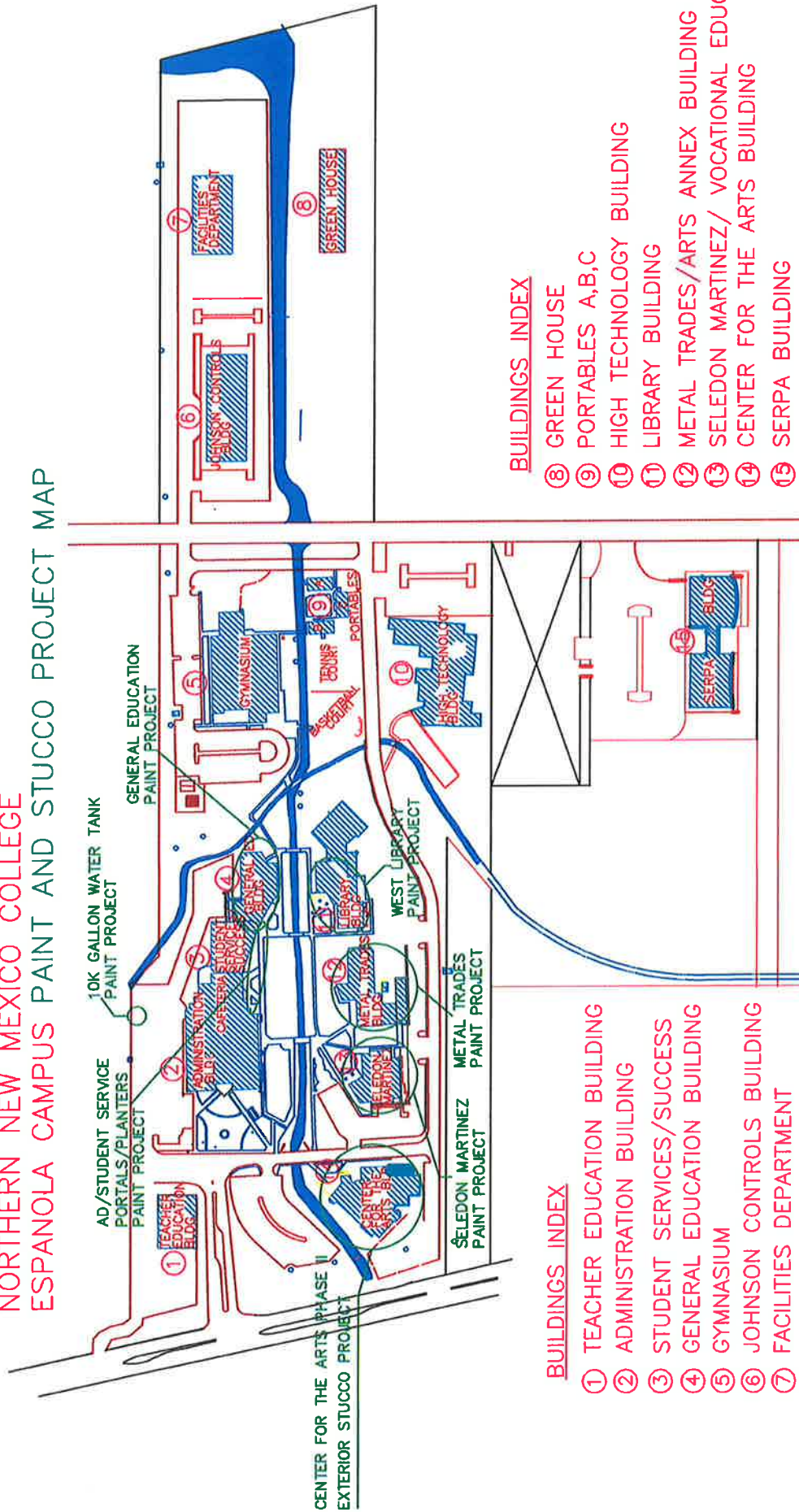
BUILDINGS INDEX

- ⑧ GREEN HOUSE
- ⑨ PORTABLES A,B,C
- ⑩ HIGH TECHNOLOGY BUILDING
- ⑪ LIBRARY BUILDING
- ⑫ METAL TRADES/ARTS ANNEX BUILDING
- ⑬ SELEDON MARTINEZ/ VOCATIONAL EDUCATION CENTER FOR THE ARTS BUILDING
- ⑭ SERPA BUILDING

BUILDINGS INDEX

- ① TEACHER EDUCATION BUILDING
- ② ADMINISTRATION BUILDING
- ③ STUDENT SERVICES/SUCCESS
- ④ GENERAL EDUCATION BUILDING
- ⑤ GYMNASIUM
- ⑥ JOHNSON CONTROLS BUILDING
- ⑦ FACILITIES DEPARTMENT

NORTHERN NEW MEXICO COLLEGE ESPANOLA CAMPUS PAINT AND STUCCO PROJECT MAP



BUILDINGS INDEX

- ⑧ GREEN HOUSE
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1 27. fifty thousand dollars (\$50,000) to plan,
2 design, construct, renovate and improve the Edgewood soil and
3 water conservation district facility, including a solar
4 array, floor resurfacing, a security gate, parking and
5 exterior finishes, in Moriarty in Torrance county;

6 28. one hundred fifty thousand dollars (\$150,000)
7 to plan, design, construct, furnish, equip and install a
8 boiler, including a control system and related
9 infrastructure, at the New Mexico state university
10 agricultural experiment station at Clayton livestock research
11 center in Clayton in Union county; and

12 29. one hundred thousand dollars (\$100,000) to
13 plan, design, construct, furnish and equip phase 2 of the
14 Whitfield visitor and education center for the Valencia soil
15 and water conservation district in Valencia county.

16 SECTION 47. NORTHERN NEW MEXICO STATE SCHOOL PROJECTS--
17 GENERAL FUND.--The following amounts are appropriated from
18 the general fund to the board of regents of northern
19 New Mexico state school for the following purposes:

20 1. one hundred thirty-two thousand five hundred
21 sixty-five dollars (\$132,565) for expenditure in fiscal years
22 2019 through 2023, unless otherwise provided in Section 1 of
23 this act, to plan, design and construct replacement of
24 corroded pipes in a dormitory and kitchen at the northern
25 New Mexico state school in El Rito in Rio Arriba county; and

1 2. one million eight hundred fifty-five thousand
 2 dollars (\$1,855,000) for expenditure in fiscal years 2020
 3 through 2023, unless otherwise provided in Section 1 of this
 4 act, to plan, design, construct, renovate and equip
 5 infrastructure improvements campuswide, including roofs,
 6 stucco, accessibility and sustainability initiatives, at the
 7 Espanola campus of northern New Mexico state school in Rio
 8 Arriba county.

9 SECTION 48. UNIVERSITY OF NEW MEXICO PROJECTS--GENERAL
 10 FUND.--The following amounts are appropriated from the
 11 general fund to the board of regents of the university of
 12 New Mexico for expenditure in fiscal years 2019 through 2023,
 13 unless otherwise provided in Section 1 of this act or in the
 14 items below, for the following purposes:

15 1. one million one hundred fifty thousand dollars
 16 (\$1,150,000) to plan, design, purchase, equip, renovate and
 17 construct improvements to athletic facilities at the
 18 university of New Mexico in Albuquerque in Bernalillo county;

19 ~~2. twenty-five thousand dollars (\$25,000) to plan,~~
 20 ~~design, purchase, equip and renovate the center for financial~~
 21 ~~capability at the university of New Mexico in Albuquerque in~~
 22 ~~Bernalillo county;~~

23 3. fifty thousand dollars (\$50,000) to plan,
 24 design, construct, renovate and make improvements to
 25 geography laboratories at the university of New Mexico in



Date: 5/22/19

Proposal valid for 30 days

Project: Vocational Education Building- Cooling Coil Repair
Location: Northern New Mexico Campus, Espanola

The project detailed on the accompanying page will be performed according to the MCS will honor the CES purchasing labor rates Per our CES Contract # Category Description 16-02DB-G118-ALL & 16-02DB-R128-ALL.

A handwritten signature in black ink, appearing to read 'David MacReady', is written over a horizontal line.

Proposed by: _____

Date: 5/22/2019

David (Mack) MacReady/ Business Development Manager

Date: 5/22/19

Proposal valid for 30 days

Project: Vocational Education Building- Cooling Coil Repair
Location: Northern New Mexico Campus, Espanola

Thank you for the opportunity to provide you with this proposal. This pricing includes labor and material to replace the cooling coils and associated control valve on the main AHU system servicing the VE building. This retrofit includes the following:

- Isolate and remove the existing cold deck cooling coils, associated pipe and control valve.
- Temporarily tack in place a cover for the Heated Rock mixed air damper. This is to prevent leakage into the mixed air until the damper can be replaced.
- Install two new *York* chilled water coil sections and interconnect the piping system for proper operation (see attached product drawing).
- Install manual isolation valves for each of the four sections of the coil, to allow for future emergency manual isolation.
- Provide and install new replacement digital three-way control valves that are compatible with the existing ALC control system.
- Check and update the sequences that are programed for the existing control of the AHU. Any deficiencies that require the replacement of any existing control equipment will be noted and reported to the owner.
- All work to be done within normal working hours.
- Includes all labor and materials associated with the scope of the cooling coil and control valve.
- Work to begin as soon after signed contract or issuance of a purchase order. The existing coil and plumbing will be removed and prepared to receive the new coil sections upon arrival on the site.

Base project pricing for the installation of the new *York* cooling coils to replace the existing failed coils, as detailed above. The control portion of this proposal is per the description on the attached scope of work from Integrated Control Systems Inc (ICSI). This work is included in the cost below:

ALL FOR THE BASE PRICE OF:\$39,186.00

This pricing includes tax and is based upon a (5) week manufacturing period and a (1) week shipping time. Tax included.

Add Alternate 1

The manufacturing period for the coils will be reduced to (2) weeks plus (1) week shipping time. Tax included.

Add Alternate #1..... \$4,266.00

43,452.00

OR

Add Alternate 2

The manufacturing period for the coils will be reduced to (1) week plus (1) week shipping time. Tax included

Add Alternate #2.....\$8,542.00

47,728.00

Specifically **INCLUDED** are the following:

- ❖ Labor
- ❖ New Cooling Coils
- ❖ Piping at the unit to install the new coils and control valves.
- ❖ Tacking a temporary sheet metal over the failed hot rock damper.
- ❖ Re-insulation of the cooling pipe to replace only the sections that were removed for this repair.
- ❖ Testing

Specifically **EXCLUDED** are the following:

- ❖ Overtime
- ❖ Any other work on existing system
- ❖ New pipe or pipe insulation that is not part of the cooling coil replacement.
- ❖ Any other valves, dampers, actuators, control sensors, ALC controllers, sensors, current switches or sensors that are not part of the equipment replaced with the cooling coil.
- ❖ Any applicable taxes, bonds and/or fees

Payment Terms and Conditions:

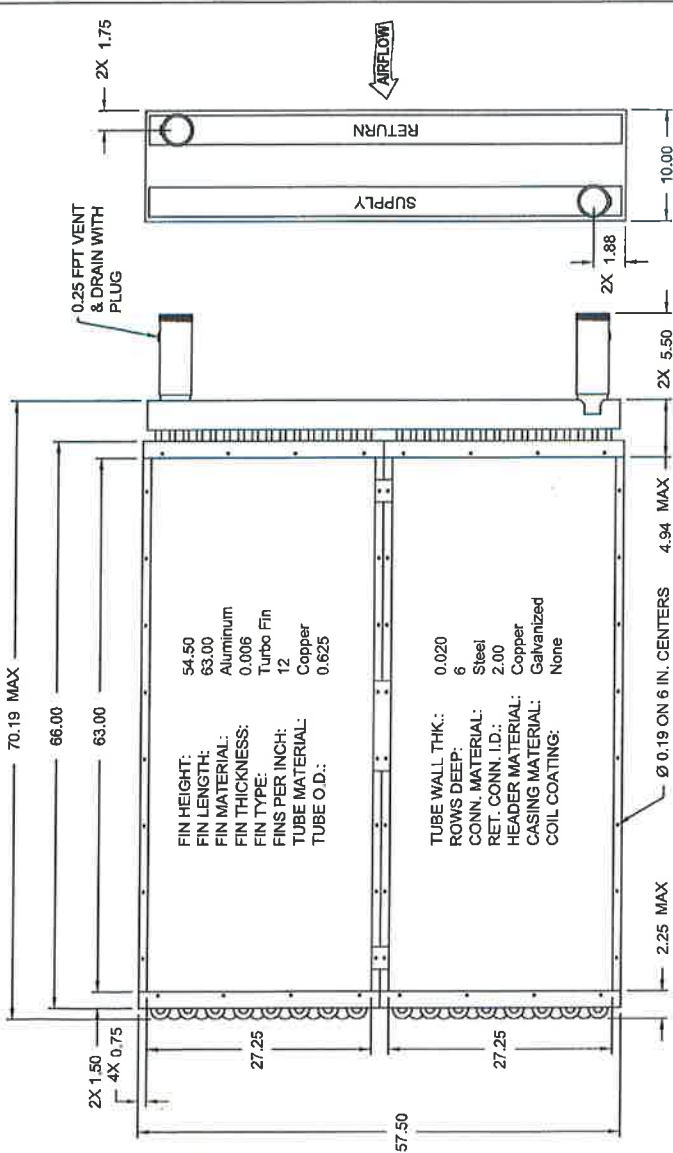
- ❖ Net 30 days

Proposed by: _____
David (Mack) MacReady/ Business Development Manager

Date: 5/22/2019

Approved by: _____

Date: _____



FIN HEIGHT: 54.50
 FIN LENGTH: 63.00
 FIN MATERIAL: Aluminum
 FIN THICKNESS: 0.006
 FIN TYPE: Turbo Fin
 FINS PER INCH: 12
 TUBE MATERIAL: Copper
 TUBE O.D.: 0.625

TUBE WALL THK.: 0.020
 ROWS DEEP: 6
 CONN. MATERIAL: Steel
 RET. CONN. I.D.: 2.00
 HEADER MATERIAL: Copper
 CASING MATERIAL: Galvanized
 COIL COATING: None

MODEL: CA0061254-50x06S06C020S020W112LCS01SMZ 0005.00ANLJ8SG
 NOTES: DIMENSIONS ARE INCHES +/- 0.25 IN. UNLESS OTHERWISE SPECIFIED
 TUBE SUPPORT(S) WILL BE ADDED AS REQUIRED; SPLICE PLATE QUANTITIES VARY.
 FOR INSTALLATION PROCEDURE SEE YORK FORM 105-17-EG1.

PRODUCT DRAWING
 LOOSE COIL DRAWINGS
 MODEL: DRAINABLE WATER COILS
 NOT FOR CONSTRUCTION

Project Name: Zink Coil
 Location:
 Engineer:
 Contractor:
 For:

Sold To:
 Cust Purch Order#: UNL
 Contract#: TAG

Date: May 08, 2019
 Rev. Date: May 06, 2019
 Form No.:
 Dwg. Lev.:
 Dwg. Scale: NTS



COIL-1 - Sheet 1

YORK® YORK® YORK®