

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Thursday, July 20, 2023
Zia Board Room - Pannell Library
1:30 pm

AGENDA

- | | |
|--|---------------|
| A. Welcome | Pat Chappelle |
| B. Adoption of Agenda | Pat Chappelle |
| C. Approval of Minutes of June 15, 2023 | Pat Chappelle |
| D. President's Report | Derek Moore |
| E. Information Items | |
| 1. NMJC Finance Board Committee Update | Guy Kesner |
| 2. Monthly Expenditure Report | Josh Morgan |
| 3. Monthly Revenue Report | Josh Morgan |
| 4. Oil and Gas Revenue Report | Josh Morgan |
| 5. Schedule of Investments | Josh Morgan |
| F. New Business | |
| 1. Fiscal Watch Report | Josh Morgan |
| 2. Consideration of the Industrial Training Center Project | Josh Morgan |
| G. Public Comments | |
| H. Determination of Next Meeting | Pat Chappelle |
| I. Closure of Meeting | |
| • Discussion of Limited Personnel Matters Pursuant to
NMSA 1978 §10-15-1 H (2) - Review of President Contract | |
| New Business - Continued | |
| 3. Consideration of President's Contract | Pat Chappelle |
| J. Adjournment | Pat Chappelle |

**NEW MEXICO JUNIOR COLLEGE
BOARD MEETING
JUNE 15, 2023
MINUTES**

The New Mexico Junior College Board met on Thursday, June 15, 2023, beginning at 1:32 p.m. in the Pannell Library, Zia Board Room. The following members were present: Ms. Patricia Chappelle, Chair; Mr. Travis Glenn, Secretary; Mr. Hector Baeza; Ms. Evelyn Rising; and Mrs. Erica Jones. Mr. Guy Kesner and Mr. Manny Gomez were absent.

Ms. Chappelle called the meeting to order and welcomed visitors and guests, Ms. Dorothy Fowler, Hobbs News Sun.

Upon a motion by Mr. Glenn, seconded by Mrs. Jones, the agenda was unanimously adopted.

Upon a motion by Mr. Baeza, seconded by Mrs. Rising, the Board unanimously approved the minutes of May 25, 2023.

Under President's Report

Ms. Amy Coombes provided an update of new employees, employee resignations, and retirements.

Mrs. Tina Kunko provided the Board with an update of the NMJC's 23rd Annual Foundation Golf Tournament held on June 10, 2023. She reported there were approximately 55 sponsors and 78 golfers who participated in the tournament. Approximately \$42,000 was raised for a scholarship fund that provides a large number of scholarships with few restrictions. This fund will award approximately 30/40 students per year. Mr. Baeza asked for a comparison to last year's tournament. Mrs. Kunko responded there was a 15% increase this year as compared to last year and noted each year has shown an upward trend.

Dr. Moore provided the Board with an update of the search for a Vice President of Institutional Research. He reported a widespread search provided quality applications and noted interviews will begin tomorrow with 5 selected applicants. The goal will be to have 1 to 2 candidates on the NMJC campus within a few weeks.

Dr. Moore announced he has been working with the Executive Cabinet group for their plans on the upcoming academic year for their respective divisions/departments. The target date to finalize the plans presented will be the end of July.

Dr. Moore announced the administrative offices for NMJC's Adult Education are being relocated to NMJC's downtown location beginning next week. This will place the administrative offices in the same location classes are being held. Dr. Moore thanked everyone who has and will assist with this transition.

Dr. Moore reported the Higher Education Department (HED) has approved the stadium lights project, which will have an immediate impact for the campus community for evening games. In addition, it will also impact the community as they will be able to utilize the stadium for evening use when no games are scheduled.

Dr. Moore reported Senate Bill 77, championed by Senator Gay Kernan, dealing with transferring of credits to 4-year universities, has been in a pilot process for over a year. NMJC has been working with other community colleges and ENMU to comprise a seamless transition process to transfer credits from community colleges to ENMU. He reported a meeting will be held in late July with all involved parties to discuss the path going forward. In addition, he stated legislators are looking forward to the outcomes of this project. Mr. Glenn asked what issues are being dealt with to complete a seamless transfer. Dr. Moore responded the biggest issue has been the lack of communication but noted there has been improvement. The second issue is assuring specific programs of study courses will be accepted at ENMU as a package, and the third issue is the ability to use marketing as a recruiting tool to reach perspective students.

Ms. Chappelle asked for status of the transfer of the KNMJ Radio Station to ENMU. Mr. Holloman reported ENMU has begun broadcasting and noted they were on the air yesterday.

Dr. Moore announced he will be speaking of the good work being done at NMJC at a Hobbs Rotary meeting scheduled for Thursday, June 22, 2023.

Under Information Items

Ms. Rising, Mr. Travis, and Mrs. Jones provided a brief update of an NMJC Equity Board Committee Meeting held on Wednesday, June 14, 2023. In attendance of the meeting were Mrs. Rising, Chair; Mr. Travis Glenn; Mrs. Erica Jones; Dr. Derek Moore; Mr. Steve Saucedo; and Mrs. Norma Faught. It was noted the meeting was for information/discussion purposes only.

Mr. Josh Morgan presented the Expenditure Report, Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report for May 2023.

Under New Business

Mr. Morgan presented consideration of the Annual Fixed Asset Inventory Certification for inventory of chattels and equipment valued at over \$5,000. Mr. Morgan reported there is one inventory item request to be removed from the inventory listing. The item was purchased in 2008 with an acquired \$14,156 and a current net book value of \$0.00. This item was located at the Hobbs High School and during inventory, NMJC was notified that the item had been disposed of. Upon a motion by Mr. Glenn, seconded by Mrs. Jones, the Board unanimously approved the Annual Fixed Asset Inventory Certification and removal of the item from the listing as presented.

Mrs. Cathy Mitchell and Mr. Scotty Holloman provided brief discussion of a meeting held to continue the discussions of a new Vehicle Policy & Procedures. Mrs. Mitchell stated additional updates and changes were discussed and it was determined by the group to request this item pend

until the July NMJC Board Meeting. Mr. Scotty Holloman stated the proposed policy was presented to an insurance company for further review and reported the insurance company had favorable reviews of the policy with few additional revisions. He stated NMJC will work with the insurance company's recommended changes to assure NMJC has appropriate coverage in the event of an accident. Upon a motion by Mr. Glenn, seconded by Ms. Rising, the Board unanimously approved to table the Vehicle Policy & Procedures action item as requested. Dr. Moore noted NMJC does have a current policy in place that is being adhered to. He stated this policy will continue to be a working document for modifications as required by law and will be presented for Board approval as revisions are made.

Ms. Chappelle provided review of various dates for potential NMJC Board Training. Following brief discussion, and upon a motion by Mr. Glenn, seconded by Mrs. Jones, the Board unanimously approved the NMJC Board Training dates of Tuesday, July 18, 2023 and Wednesday, July 19, 2023.

Ms. Chappelle called for comments from the public. There being none, the next Regular Board Meeting was scheduled for Thursday, July 20, 2023 at 1:30 pm in the Zia Board Room.

Mr. Glenn moved the Board go into closed session for the discussion of limited personnel matters pursuant to NMSA 1978 §10-15-1 H (2), the one-year evaluation of the president as required by the president's contract. Mrs. Jones seconded the motion. We will reconvene in open session at the conclusion of the closed session. The roll call was as follows: Mr. Baeza - yes; Ms. Rising - yes; Mr. Glenn - yes; Mrs. Jones - yes; and Ms. Chappelle - yes.

Upon reconvening in open meeting, Ms. Chappelle stated the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

Upon a motion by Mr. Glenn, seconded by Mrs. Jones and by unanimous consent, the meeting adjourned at 4:33 pm.

Pat Chappelle, Chair

Travis Glenn, Secretary

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: **New Mexico Junior College Board Members**
From: Josh Morgan
Date: July 13, 2023
RE: Expenditure and Revenue Reports for June 2023

June is month twelve or 100% of the budget for the 2022/2023 fiscal year. The Expenditure Report represents expenditure totals that include funds expended and encumbered. The total year-to-date funds expended and/or encumbered through the month of June is \$57,843,957.

The total current unrestricted fund expenditures through June are \$32,846,850, which is 86% of the projected budget. Expenses for Instruction and General are up as compared to FY 22 for the first twelve months of the fiscal year. This is due to an increase in salaries and benefits and utilities. In other Current Unrestricted Funds, expenses are also up as compared to FY 22 due to an increase in salaries and benefits and increase in athletics. Over all, expenditures are up as compared to June 2022.

In the Restricted Funds, the expenditures in the Grant area is tracking along as expected. The Business Office continues to monitor the expenditures in the Grants and request the drawdown from the state and federal agencies. The year-to-date Restricted Student Aid is lower as compared to June 2022. This is mainly related to HEERF awards awarded last year that are not being awarded in FY 23. Total amount of restricted funds expended through June 2023 is \$5,612,261.

Plant fund expenditures for June were \$4,662,838; the total year-to-date including encumbrances is \$19,384,846. Projects with on-going major expenses and encumbrances include Tech Upgrade, Watson Hall Renovation, Vestibule & Safety Project, Campus Paving, Vocational Training Facility, Campus Security Upgrades, and Campus Wide Access Control. At the time of this report, building renewal and replacement expenditures were zero due to the short term around time from the previous months report. We do anticipate building renewal and replacement expenditures for the month that will be included in next months report. Building renewal and replacement expenditures were \$28,150. Equipment renewal and replacement expenditures were \$55,785.

Total expenditures and or encumbrances through June 2023 were \$57,843,957.

Total current unrestricted revenue received in June 2023 was \$11,062,685, with the year-to-date total of \$102,653,493. This mostly consists of the monthly allocation from the state, the oil and gas production tax income and property tax income. The property tax revenue received in June was \$4,076,173. The College received \$16,111,770 in property tax revenue during FY 23 compared to \$16,308,747 in FY 23.

Total current restricted revenue received in June 2023 was \$65,489. Grants drawn down was \$54,290. Student aid drawn down during June was \$11,199. Total current restricted fund revenue for the year is \$5,489,031.

In plant funds, the College received \$369,683 in GOB draws on the Watson Hall Renovation project, \$353,400 in General Fund draws on the Watson Hall Renovation project, and \$798,582 in LGIP interest.

Total revenue for the month of June 2023 is \$12,649,839, with year-to-date revenue of \$118,825,535.

The oil and gas revenues continue to be strong. Oil and Gas production revenue received during the month is \$6,091,567. The total oil and gas production and oil and gas equipment tax revenue received through June of 2023 including the accrual of \$625,000 for each of the three months of April, May, and June is \$74,028,128.

The Investment Report shows a beginning balance in LGIP funds of \$188,000,000. There was \$15,000,000 deposited during the month resulting in an ending balance of \$203,000,000 as of June 2023. At the end of June, there was \$189,580,405 in allocated capital projects.

This concludes the Financial Report for June 2023.

NEW MEXICO JUNIOR COLLEGE

Expenditure Report

June 2023

100% of Year Completed

Fund	2021-22			2022-23			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Instruction	11,759,080	9,105,609	77%	12,768,755	929,807	10,338,439	81%
Academic Support	2,552,885	1,991,090	78%	2,921,190	207,359	2,416,289	83%
Student Services	2,186,039	1,724,432	79%	2,827,588	217,965	2,459,663	87%
Institutional Support	5,117,287	4,750,954	93%	6,446,327	478,469	5,711,827	89%
Operation & Maintenance of Plant	4,395,892	3,974,339	90%	5,729,882	453,567	5,001,123	87%
Subtotal - Instruction & General	26,011,183	21,546,424	83%	30,693,742	2,287,167	25,927,341	84%
Research	-	107,527		-	-	-	0%
Public Service	70,000	56,807	81%	59,300	3,243	33,411	56%
Internal Service Departments	258,365	230,997	89%	267,730	20,339	211,287	79%
Student Aid	785,880	732,884	93%	980,031	14,810	998,166	102%
Auxiliary Enterprises	2,803,560	2,987,871	107%	3,012,636	204,510	2,774,110	92%
Athletics	2,772,294	2,285,112	82%	3,259,649	188,510	2,902,535	89%
Total Current Unrestricted Fund	32,701,282	27,947,622	85%	38,273,088	2,718,579	32,846,850	86%
CURRENT RESTRICTED FUND							
Grants	5,112,076	1,952,741	38%	1,965,462	142,955	1,672,087	85%
Student Aid	5,915,395	5,197,803	88%	4,216,931	39,370	3,940,174	93%
Total Current Restricted Fund	11,027,471	7,150,544	65%	6,182,393	182,325	5,612,261	91%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	9,442,296	8,785,975	93%	16,198,965	320,246	12,583,240	78%
Projects from State GOB Funds	213,387	154,315	72%	3,944,888	3,471,285	3,920,978	99%
Projects from State STB Funds	170,870	174,104	102%	484,251	400,000	484,251	100%
Projects from General Fund	-	-	0%	711,062	387,372	586,739	83%
Projects from Private Funds	-	-	0%	-	-	-	0%
Projects from State ER&R	500,000	453,227	91%	1,375,854	55,785	553,893	40%
Projects from State BR&R	1,000,000	1,135,687	114%	1,255,745	28,150	1,255,745	100%
Subtotal - Capital and BR&R	11,326,553	10,703,308	94%	23,970,765	4,662,838	19,384,846	81%
Debt Service							
Revenue Bonds	-	-	0%	-	-	-	0%
Total Plant Funds	11,326,553	10,703,308	94%	23,970,765	4,662,838	19,384,846	81%
GRAND TOTAL EXPENDITURES	55,055,306	45,801,474	83%	68,426,246	7,563,742	57,843,957	85%

NEW MEXICO JUNIOR COLLEGE

Revenue Report

June 2023

100% of Year Completed

2021-22

2022-23

Fund	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Tuition and Fees	3,420,600	3,563,029	104%	3,804,088	103,992	3,960,678	104%
State Appropriations	6,420,500	6,403,900	100%	7,990,496	547,580	7,990,496	100%
Advalorem Taxes - Oil and Gas	58,900,000	54,197,607	92%	84,984,162	6,096,787	74,028,128	87%
Advalorem Taxes - Property	13,000,000	15,925,223	123%	13,982,841	4,076,173	16,111,770	115%
Interest Income	-	61	0%	-	-	-	0%
Other Revenues	1,006,500	934,401	93%	289,053	113,296	562,421	195%
Subtotal - Instruction & General	82,747,600	81,024,221	98%	111,050,640	10,937,828	102,653,493	92%
Research	-	-	0%	-	-	-	0%
Public Service	-	-	0%	-	-	-	0%
Internal Service Departments	20,800	3,192	15%	57,085	31	57,147	100%
Auxiliary Enterprises	2,530,762	2,463,672	97%	2,504,902	80,593	2,721,431	109%
Athletics	533,700	520,868	98%	560,600	44,233	560,600	100%
Total Current Unrestricted	85,832,862	84,011,953	98%	114,173,227	11,062,685	105,992,671	93%
CURRENT RESTRICTED FUND							
Grants	5,112,076	3,933,577	77%	1,965,462	54,290	1,536,265	78%
Student Aid	5,915,395	5,233,334	88%	4,216,931	11,199	3,952,766	94%
Total Current Restricted	11,027,471	9,166,911	83%	6,182,393	65,489	5,489,031	89%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	154,315	117,665	76%	3,941,406	369,683	732,105	19%
Projects from State STB Funds	170,870	86,618	51%	484,250	-	84,251	17%
Projects from General Fund	70,511	168,111	238%	353,400	353,400	384,925	109%
Projects from BR&R	-	-	0%	65,671	-	65,671	100%
Projects from Private Funds	-	67,793	0%	-	-	-	0%
Interest Income (LGIP)	85,000	222,115	261%	5,223,271	798,582	6,076,881	116%
Total Plant Funds	480,696	662,302	138%	10,067,998	1,521,665	7,343,833	73%
GRAND TOTAL REVENUES	97,341,029	93,841,166	96%	130,423,618	12,649,839	118,825,535	91%

NEW MEXICO JUNIOR COLLEGE

Oil and Gas Revenue Report

June 2023

100% of Year Completed

		OIL		GAS		COMBINED		
Month of		Price	Lea County	Price	Lea County	Monthly	2022-23	Variance
Sales	Distribution	per BBL	BBLs sold	per MCF	MCF sold	Revenue	Original	Over (Under)
							Budget	Budget
Actual	July	\$100.13	29,161,904	\$6.38	89,385,817	8,010,212	625,000	7,385,212
Actual	August	\$93.67	29,231,332	\$6.94	88,894,987	7,702,512	625,000	7,077,512
Actual	September	\$83.81	30,023,954	\$6.00	100,786,354	7,057,025	625,000	6,432,025
Actual	October	\$85.20	31,926,012	\$3.99	102,167,618	7,073,856	625,000	6,448,856
Actual	November	\$83.45	30,710,559	\$3.83	97,976,968	6,686,257	625,000	6,061,257
Actual	December	\$75.74	32,444,974	\$3.74	64,805,756	6,588,970	625,000	5,963,970
Actual	January	\$75.27	34,199,387	\$3.53	112,841,654	6,702,335	625,000	6,077,335
Actual	February	\$72.47	30,468,746	\$3.08	101,126,369	5,953,280	625,000	5,328,280
Actual	March	\$72.02	34,110,502	\$2.60	114,441,806	6,091,567	625,000	5,466,567
Accrual	April					625,000	625,000	0
Accrual	May					625,000	625,000	0
Accrual	June					625,000	625,000	0
Y.T.D. Production Tax Revenue						63,741,014	7,500,000	56,241,014
Y.T.D. Equipment Tax Revenue						10,287,114	1,655,000	8,632,114
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						<u>74,028,128</u>	<u>9,155,000</u>	<u>64,873,128</u>

NEW MEXICO JUNIOR COLLEGE

Schedule of Investments

June 2023

100% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	188,000,000	7102-1348	5.071%	798,582
Plus deposits	15,000,000			
Less withdrawals	-			
Total LGIP investments	203,000,000			798,582

Capital Project	6/30/2023
Vehicles	648,813.89
Campus Facilities Master Plan	1,005,530.64
Chrome River	2,044.00
WHM North Gallery Renovation	505,994.73
Campus Vestibules	1,218,288.59
Voc B Airhandler	1,500,000.00
Softball Field	5,790,000.00
National Track Meet	186,776.48
Pi Day	23,487.04
Technology Upgrade	899,136.09
JASI	84,440.84
WHM Storage Building	1,007,347.62
Ben Alexander Renovation	3,000,000.00
Baseball Field	1,820,073.45
Rodeo Arena	209,641.59
Fire Alarm Upgrade	282,376.68
Landscaping	247,750.00
Smart Classrooms	513,033.51
Campus Paving	516,415.26
Std Ctr & Bob Moran Roof Replacement	650,000.00
Master Landscaping Project	13,505,773.14
Dorm/Apartment Refurbish	1,919,609.42
Concrete Upgrade	200,000.00
Campus Construction	306,955.84
Workforce Training & Outreach	248,820.10
Higher Learning Commission	117,377.65
Public Sector	955,000.00
Campus Security	166,530.73
Copier Replacement	144,155.22
Non-Recurring Compensation	1,201,234.00
Athletics	174,556.29
Student Life Programming	20,432.28
Succession Plan	620,056.15
WHM Exhibits	282,942.05
Track Upgrades	42,071.00
Driving Range Upgrades	908,561.02
McLean Hall Renovations	61,237.15
Cafeteria Upgrade	133,098.56
Equestrian Center	4,929,949.09
Turf Replacement	300,000.00
Watson Hall Renovation	4,437,220.94
Facilities Management System	169,102.20
Caster Upgrades	2,624,882.14
Vocational Training Facility	18,562,151.13
Heidel Hall Renovation	20,000,000.00
Heidel/Hagelstein Air Handlers	393,371.89
Air Handlers	2,985,247.70
Campus Housing Unit	15,142,686.15
Cafeteria Construction	14,655,748.10
Mansur Hall Remodel	9,978,732.85
Mary Hagelstein Remodel	9,958,093.05
Campus Wide Access Control	2,290,994.58
Dorm/Apartment Furniture Replacement	810,617.44
Roof Replacement	3,000,000.00
CORE	1,500,000.00
SOAR Caster Annex Remodel	500,000.00
NMJC/Lea County Quality of Life (ENMT)	5,384,021.78
Central Plant Expansion	1,246,254.52
Master Drainage Plan	2,480,652.86
Student Hub	9,607,790.00
NMJC/Lea County Culinary Arts	2,500,000.00
NMJC Indoor Athletic Facility	15,000,000.00
Workforce Training Contingency	3,327.46
Total	189,580,404.89

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

5317 Lovington Highway
Hobbs, NM 88240
Phone: (575) 492-2770
Fax: (575) 492-2768

To: Board Members
From: Josh Morgan
RE: Quarterly Financial Action Report
Date: July 13, 2023

To comply with the HED (Higher Education Department) mandate that each College Board approve a quarterly financial action statement, attached is the Quarterly Action Statement for the quarter ending on June 30, 2023. This disclosure notifies you as the NMJC Board as well as the HED to any financial problems that might not be evident with an income and expense report. The College has made all required payments, payroll, and scheduled payments to vendors. Please approve the Quarterly Financial Action Report as of June 30, 2023.

Respectfully,



Josh Morgan

QUARTERLY FINANCIAL ACTION REPORT

Fiscal Year 23

Today's Date: 07-13-2023

Period (check one)

1st quarter _____ 2nd quarter _____ 3rd quarter _____ 4th quarter X

Institution: New Mexico Junior College

DURING THE TIME PERIOD COVERED BY THIS REPORT, DID YOUR INSTITUTION:

(1) Request an advance of state subsidy? Yes: _____ No: X

(2) Fail to make its required payments, as scheduled, to appropriate retirement system(s)?

Yes: _____ No: X

(3) Fail to make its payroll payments, as scheduled?

Yes: _____ No: X

(4) Fail to make its scheduled debt service payments?

Yes: _____ No: X

(5) Fail to make payments to vendors, as scheduled, due to a cash deficiency or a substantial deficiency in the payment processing system?

Yes: _____ No: X

(6) Relative to its original budget for the fiscal year, experience any actual or anticipate any projected financial changes (such as unbudgeted decreases in revenues or unbudgeted increases in expenditures) that will result in a substantially reduced year-end fund balance or larger deficit this fiscal year?

Yes: _____ No: X

If the answer to any of the above is "Yes," please describe in a separate document: (i) the reason for the occurrence, (ii) the actions taken by your institution to resolve this particular occurrence, and (iii) the actions taken by your institution to prevent events such as this from occurring again.

In addition, if the answer to number 6 is "Yes," please describe in a separate document the nature of the financial changes and describe and assess the impact that the changes will have on your institution's planned year-end financial position.

New Mexico Higher Education Department
Institutional Finance Division
Quarterly Financial Certification Template

Please complete and sign the following certification form and submit with Quarterly Financial Statements and Quarterly Financial Actions Report.

I certify that I believe the information provided in the attached (a) Financial Statements, and (b) Financial Actions Report, for the:

1st _____ 2nd _____ 3rd _____ 4th X Quarter, FY 23

are correct as of the date indicated below, and that

New Mexico Junior College

has a functioning financial accounting system that captures assets, liabilities, revenues, and expenditures on a timely basis, and the Governing Board receives timely notification of any significant actual or projected variances between budgeted and actual revenues and expenditures.

Pat Chappelle, Board Chair

Dr. Derek Moore, President



Josh Morgan, Vice President for Finance

New Mexico Junior College

Vice President for Finance

5317 Lovington Highway
Hobbs, NM 88240
Phone: 575-492-2770

To: New Mexico Junior College Board Members

From: Josh Morgan

RE: Industrial Training Center Project

Date: July 13, 2023

Board members,

As you may recall, at the May 2023 NMJC Board meeting, you approved the Industrial Training Center Project to be presented before the Higher Education Department Capital Project Committee hearing on July 12, 2023. We presented this project and received the Higher Education Department Capital Project Committee's approval. Bradbury Stamm Construction has provided us a Guaranteed Maximum Price (GMP) for the Industrial Training Center project.

The GMP provided by Bradbury Stamm Construction for the Industrial Training Center is \$18,403,834. This includes the direct construction costs, construction contingency, general conditions, overhead and profit, and preconstruction fee. Estimated soft costs for the project which include design fees, surveys/commissioning, furniture fixtures & equipment, special systems, Art in Public Places, and NM gross receipts tax are \$2,869,482 for a total estimated project cost of \$21,273,316. We have \$21,322,500 allocated for overall project.

Today, we are asking for your approval of the \$18,403,834 GMP for the Industrial Training Center Project provided by Bradbury Stamm Construction.

Thank you.



Josh Morgan

NMJC CAREER TECHNICAL EDUCATION BUILDING	FINAL GMP
July 13, 2023 HOBBS, NM DPS	

Description	GMP BASE BID - WITH INFRASTRUCTURE	SERVICE YARD WALL AND GATES - ALTERNATE #3	EXPAND SERVICE YARD WALL AND ASPHALT PAVEMENT - ALTERNATE #7	Total	Base Bid		
					% OF JOB	COST/SF	
01 A GENERAL CONDITIONS	SEE BELOW	SEE BELOW	SEE BELOW	SEE BELOW	0.0%	\$0.00	
B FIELD WORK SUMMARY SHEET	248,588			248,588	1.4%	\$9.88	
C FIELD LABOR SUMMARY SHEET	185,720			185,720	1.0%	\$7.48	
D PERMITS AND FEES	42,880			42,880	0.2%	\$1.71	
E WINTER CONDITIONS	38,271			38,271	0.2%	\$1.46	
03 A BUILDING CONCRETE	928,950			928,950	5.1%	\$37.23	
04 A MASONRY	1,841,774	155,782	18,345	2,015,901	10.1%	\$73.97	
05 A STRUCTURAL STEEL	664,700	7,300		672,000	3.7%	\$26.69	
B ERECTION/INSTALLATION	335,174	5,250		340,424	1.8%	\$13.48	
06 A ROUGH CARPENTRY	43,292			43,292	0.2%	\$1.74	
B MISCELLANEOUS CARPENTRY	193,295			193,295	1.1%	\$7.76	
C CASEWORK	6,775			6,775	0.0%	\$0.27	
07 B BUILDING INSULATION	49,370			49,370	0.3%	\$1.98	
C AIR BARRIER	IN 7B			IN 7B	0.0%	\$0.00	
E ROOFING SYSTEM	582,198			582,198	3.2%	\$23.38	
F METAL WALL PANELS	365,079			365,079	2.0%	\$14.66	
H SEALANTS	IN 7B			IN 7B	0.0%	\$0.00	
08 A DOORS AND HARDWARE	149,265			149,265	0.8%	\$5.99	
B OVERHEAD DOORS	37,829			37,829	0.2%	\$1.52	
C STOREFRONT / GLASS	289,700			289,700	1.8%	\$12.04	
09 B DRYWALL	724,333			724,333	4.0%	\$29.09	
C FRP	IN 9B			IN 9B	0.0%	\$0.00	
D ACOUSTICAL CEILING	IN 9B			IN 9B	0.0%	\$0.00	
E CERAMIC TILE	73,325			73,325	0.4%	\$2.94	
F RESILIENT FLOORING	IN 9E			IN 9E	0.0%	\$0.00	
J INTERIOR PAINTING	147,167	3,500		150,667	0.8%	\$5.91	
K CONCRETE POLISHING	IN 9J			IN 9J	0.0%	\$0.00	
10 A TOILET COMPARTMENTS & ACCESSORIES	17,340			17,340	0.1%	\$0.70	
B SPECIALTIES	39,758			39,758	0.2%	\$1.60	
C SIGNAGE	47,568			47,568	0.3%	\$1.91	
D OPERABLE FOLDING PARTITIONS	34,552			34,552	0.2%	\$1.39	
11 B EQUIPMENT	21,745			21,745	0.1%	\$0.87	
21 A FIRE PROTECTION	103,480			103,480	0.6%	\$4.16	
22 A MECHANICAL	3,401,101			3,401,101	18.7%	\$138.59	
B HYDRONIC EXTENSION	881,756			881,756	4.9%	\$35.41	
26 A ELECTRICAL	2,580,458			2,580,458	14.2%	\$103.63	
31 A EARTHWORK	1,173,171			1,173,171	6.5%	\$47.12	
C SITE DEMOLITION	IN 31A			IN 31A	0.0%	\$0.00	
32 A ASPHALT PAVING	IN 31A		15,000	15,000	0.0%	\$0.00	
B STRIPING / TRAFFIC SIGNAGE	IN 31A			IN 31A	0.0%	\$0.00	
D SITE FURNISHINGS	43,623			43,623	0.2%	\$1.75	
E LANDSCAPING	447,718		(25,116)	422,602	2.5%	\$17.98	
F SITE CONCRETE	IN 3A	26,925	3,750	30,675	0.0%	\$0.00	
33 A SITE UTILITIES	178,987			178,987	1.0%	\$7.19	
Direct Cost	15,924,738	198,757	11,979	16,135,474	87.7%	\$639.55	
CONSTRUCTION CONTINGENCY	3.00%	477,742	5,983	484,064	2.8%	\$19.19	
	Subtotal	16,402,480	204,720	12,338	16,819,538	90.3%	\$658.73
	GCS	1,074,075	13,095	800	1,088,070	5.9%	\$43.14
	Subtotal	17,476,555	217,815	13,238	17,707,608	96.2%	\$701.87
OH&P Per RFP	3.75%	655,371	8,188	498	664,035	3.8%	\$28.32
	Subtotal	18,131,926	225,983	13,735	18,371,644	99.8%	\$728.19
	PRECON FEE	32,190	0	0	32,190	0.2%	\$1.29
Base Bid Total	Total	18,164,116	225,983	13,735	18,403,834	100.0%	\$728.48
NOT IN BIDD (IN COST CODE) NMGRIT @	5.2500%	0	0	0	0	0	\$0.00
Base Bid Total w/ Tax		18,164,116	225,983	13,735	18,403,834		

SOFT COSTS PER HED FORM	
Design Fees:	\$790,843
Project Admin (Precon Fees):	In Estimate
Surveys/Commissioning	\$95,000
FF&E:	\$650,000
Special Systems:	\$250,000
Art	\$22,500
NMGRIT:	\$1,061,139
TOTAL PROJECT COST:	\$21,273,316