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- General Construction to be awarded to **Ernest Bock & Sons** in the amount of **\$16,222,000**.
- Mechanical to be awarded to **Dolan Mechanical, Inc.** in the amount of **\$3,648,000**.
- Electrical to be awarded to **McGoldrick Electric, Inc.** in the amount of **\$3,358,000**.
- Plumbing & Fire Protection to be awarded to **Dolan Mechanical, Inc.** in the amount of **\$1,738,000**.

Action: Mr. Epps moved and Mr. Dubow seconded the motion that the Committee recommend to the full Board to award the contracts to the low respondents for the Career and Advanced Technology Center as follows:

- General Construction to be awarded to **Ernest Bock & Sons** in the amount of **\$16,222,000**.
- Mechanical to be awarded to **Dolan Mechanical, Inc.** in the amount of **\$3,648,000**.
- Electrical to be awarded to **McGoldrick Electric, Inc.** in the amount of **\$3,358,000**.
- Plumbing & Fire Protection to be awarded to **Dolan Mechanical, Inc.** in the amount of **\$1,738,000**.

The motion passed unanimously.

**(2) Approval of Structural Repairs for the Center for Business Industry Parking Garage (Action Item):**

Discussion: Mr. Fohner informed the Committee that water and salt have infiltrated and are causing deterioration to the garage's steel decks. He noted that while the current conditions do not represent any significant or immediate safety concerns, the scheduled repairs will rectify any known issues and ensure that the useful life of the facility is extended and remains in a reliable state of repair, thus avoiding any significant, foreseeable and expensive capital repairs. An engineering firm was hired to fully investigate the extent of the problem and to develop the appropriate remedial actions. In response to Committee questions, Mr. Fohner stated that current industry practices do not necessarily involve treating steel and concrete in parking garages.

Mr. Fohner stated that the focus of the repairs will be to address compromised areas which are allowing water and salt intrusion, and contributing to an accelerated deterioration of the composite steel decking for the floors, concrete spalling (both overhead and on the driving surfaces), waterproofing sealants and some minor electrical conditions.

Mr. Eapen explained that the comprehensive repair program was designed by Philadelphia-based, structural and specialty repair engineering firm Keast and Hood. An RFP was issued which had three bid respondents. Upon completion of a thorough bid and scope review which included the participation of Keast and Hood, College staff recommends awarding Quinn Construction, Inc. of Essington, PA, who is the lowest responsible bidder, to repair structural damages to the Center for Business and Industry parking garage in the amount of \$715,000. Additional bids were received from the Premier Building Restoration in the amount of \$829,000 and Platinum Scaffolding Services in the amount of \$1,475,000. Mr. Fohner responded to a question concerning the variance in bid response values by stating that, most likely, Quinn Construction, Inc. bid with a lower profit and overhead margin in order to avoid layoffs of its workforce. The College has had no experiences with Platinum Scaffolding Services and staff cannot explain why their bid was so high in relation to the other two.

Mr. Fohner stated that the schedule for the project is to commence with some early phase work in April 2020 and continuing through late August 2020 in order to have the project completed for the start of the Fall Term. Upon completion, the finished product will render a safe and well maintained facility with an extended useful life. Additional highlights are that the aesthetics of the facility will be enhanced from the protective coating system on the ramp and first floor. This system will protect against further salt and water intrusion.

Mr. Eapen stated that the staff is requesting that the Committee recommend to the full Board to award the contract to Quinn Construction, Inc. in the amount of \$715,000 to repair the structural damages to the Center for Business and Industry parking garage.

Action: Mr. Epps moved and Mr. Dubow seconded the motion that the Committee recommend to the full Board to award the contract to Quinn Construction, Inc. in the amount of \$715,000 to repair the structural damages to the Center for Business and Industry parking garage. The motion passed unanimously with Mr. Herzog abstaining from the vote because his neighbor is the owner of Quinn Construction, Inc.

**(3) Approval of Grant Thornton as the College's Independent Auditor for a Three Year Period with Two Option Years (Action Item):**

Discussion: Mr. Eapen stated that Grant Thornton has served as the College's external auditors since fiscal year 2014. An RFP process was used to solicit proposals for the College's audit, tax and accounting services for a three-year period of time.

The following services are expected to be provided by the external auditors:

- Annual Financial Audit
- State Annual Tuition Compliance Agreed Upon Procedures
- Annual Uniform Guidance Audit
- Foundation 990 and 990-T Returns
- Agreed Upon Procedures for grants (as needed)
- Bond Issue Acknowledgement Letter
- Attend Audit Committee Meetings and Provide Industry Updates

Mr. Eapen explained that the College invited fifteen local and national accounting firms, that had higher education experience, to submit a bid. Please refer to Attachment A.

The College received bid proposals from:

1. Baker Tilly Virchow Krause LLP
2. RSM US, LLP
3. Clifton Larson Allen LLP
4. Grant Thornton LLP

The Audit Committee selection team consisting of Anthony Simonetta, Chair of the Audit Committee, Lydia Hernández Vélez, Chair of the Business Affairs Committee, Jim Spiewak and Gim Lim met on December 11, 2019 to review the above bids. The team reviewed each bid proposal based on their audit approach, team knowledge and experience, firm’s location in Philadelphia, firm’s support for diversity, partnership with MBE, and pricing. It was the general consensus that Grant Thornton LLP with their minority partner, The Meridian Group, best meets all criteria. Mr. Eapen reviewed Grant Thornton’s annual costs of the audit, noting that the initial year is \$8,000 more than the current contract amount. The contract provides an option to renew for two additional years.

Below are the proposed fees:

FY 2019-2020	\$134,000
FY 2020-2021	\$134,000
FY 2021-2022	\$138,200

For FY 2018-2019, the dollar amount should be \$126,000.

Mr. Eapen stated that the staff is requesting that the Committee recommend to the full Board the approval of a three-year contract at a total cost of \$406,000 with an option to renew for two additional years. In response to Committee members’ questions, staff noted that a new partner was placed on the account last fiscal year so there is no need for a partner rotation at this time. Mr. White stated that in addition to providing excellent audit work, Grant Thornton provided valuable industry trends and information to staff and the Board.

Action: Mr. Dubow moved and Mr. Epps seconded the motion that the Committee recommend to the full Board the approval of a three-year contract with Grant Thornton at a total cost of \$406,000 with an option to renew for FY 2022-23 – \$138,200 and FY 2023-24 - \$142,450. The motion passed unanimously.

**(4) Approval of Benefits Consulting Services (Action Item):**

Discussion: Mr. Eapen stated that in 2019, the College ended its agreement with Alliant as our benefits broker for our medical and prescription plans. This change provided an opportunity to re-assess our needs based on the strategic direction of the College and evaluate alternative solutions to help reduce the expense of health insurance. He stated that staff would benefit by hiring a benefits consultant on a fixed fee to assist the College in navigating various aspects of the healthcare industry, including assisting with vendor contract negotiations and bidding and providing other cost containment solutions.

The RFP was sent to Pentra (Alera Group), Trion Group, Exude and BeneServ. The College received bids from Pentra and Trion Group. Pentra provided a quote of \$120,000 and the Trion Group provided a quote of \$150,000 for their core services and \$25,000 for Benefits Administrative Services. Although the Trion Group was not the lowest bidder, they were able to offer competitive pricing which includes a robust data analytics platform and COBRA administration. The Trion Group has the experience, technology and expertise needed to assist the College in creating and implementing short- and long-term strategies to reduce healthcare costs, maintain compliance, and help our employees in becoming educated healthcare consumers. Please refer to Attachment B which contains the services to be provided by the Trion Group. In response to questions, staff noted that Exude, a minority vendor, did not submit a bid because their ownership did not feel they had the depth to service an account the size of the College's account.

Mr. Eapen stated that the Trion Group is a wholly-owned subsidiary of the Marsh & McLennan Companies, Inc., a publicly traded company with a strong financial rating.

Mr. Eapen stated that the staff is requesting that the Committee recommend to the full Board the approval of the proposal made by the Trion Group for the period of April 1, 2020 to March 31, 2021 in the amount \$175,000 with an option to renew for two years at the same cost.

Action: Mr. Dubow moved and Mr. Epps seconded the motion that the Committee recommend to the full Board the approval of the proposal made by the Trion Group for the period of April 1, 2020 to March 31, 2021 in the amount \$175,000 with an option to renew for two years at the same cost. The motion passed unanimously.

**(5) Amendment to the Lease Agreement for 1500 Spring Garden Street, 7<sup>th</sup> Floor**  
**(Action Item):**

Discussion: Mr. Eapen provided background information on the lease stating that the College has been leasing 10,932 square feet from 1500 Net-Works Associates, L.P. since April 2005. The Division of Marketing and Communications, the Division of Institutional Advancement and the Foundation, and the Department of Human Resources are occupying the space at 1500 Spring Garden Street. There is no available space for these three areas at the 1700 Spring Garden Street location so a renewal of the lease with 1500 Net-Works Associates, L.P. is necessary.

The current lease is \$24,424 per month at an annual cost of \$293,087. The renewal terms are:

Year 1 ending 7/31/2021	\$224,926 (includes 3 months of free rent)
Year 2 ending 7/31/2022	\$297,321
Year 3 ending 7/31/2023	\$306,164
Year 4 ending 7/31/2024	\$314,369
Year 5 ending 7/31/2025	\$322,592
Month ending 10/31/2025	\$ 82,380

Mr. Eapen noted that the proposed 63-month lease contains a .50 cents increase in base rent per square feet over current rate and a 2% yearly escalation in operating expenses and real estate taxes. The renewal also includes three months of free rent and \$109,320 in renovations to be paid by the landlord.

Mr. Eapen stated that the staff is requesting that the Committee recommend to the full Board approval of a 63-month lease with 1500 Net-Works Associates, L.P. starting August 1, 2020 with annual payments of \$224,926 – Year 1, \$297,321 – Year 2, \$306,164 – Year 3, \$314,309 – Year 4, \$322,592 – Year 5, and month ending 10/31/2025 - \$82,380. The lease will also include 3 months of free rent and \$109,320 in renovations to be done by the landlord.

Mr. Eapen also noted that, as College staff expands, additional space needs will arise. Committee members emphasized that staff need to take this into consideration as new buildings come online. Mr. Eapen stated that the Facilities Master Plan has incorporated these planning issues.

Action: Mr. Epps moved and Mr. Soileau seconded the motion that the Committee recommend to the full Board approval of a 63-month lease with 1500 Net-Works Associates,



L.P. starting August 1, 2020 with annual payments of \$224,926 – Year 1, \$297,321 – Year 2, \$306,164 – Year 3, \$314,309 – Year 4, \$322,592 – Year 5, and month ending 10/31/2025 - \$82,380. The lease will also include 3 months of free rent and \$109,320 in renovations to be done by the landlord. The motion passed unanimously.

**(6) Other**

Ms. Zellers informed the Committee on the status of Phase II of The Hamilton project. Committee members and staff discussed various aspects related to this property.

**(7) Next Meeting**

The next regularly scheduled meeting of the Committee will be held on **Wednesday, February 19th at 9:00 A.M.** in the Isadore A. Shrager Boardroom, M2-1.

**JE/Im**

**Attachments**

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## **ATTACHMENT A**

**List of Fifteen Local and National Accounting Firms the College  
Invited to Submit a Bid for the College's Audit, Tax and  
Accounting Services for a Three-Year Period of Time,  
with Two Option Years**

The College invited fifteen local and national accounting firms to submit a bid.

- BDO USA, LLP
- Baker Tilly Virchow Krause LLP
- Clifton Larson Allen LLP
- Deloitte LLP
- Eisner Amper LLP
- Ernst & Young
- Grant Thornton LLP
- Horsey, Buckner & Heffler LLP
- JT Goldstein, LLC
- KPMG
- Mitchell & Titus LLP
- Milligan and Company LLC
- PwC
- RSM US, LLP
- The Meridian Group, Ltd.

# **ATTACHMENT B**

**Benefit Consulting Services to be Provided by the Trion Group**



## Consulting Scope of Services

For

# Community College *of* Philadelphia

## 1 Strategic Planning

Trion shall on an annual basis, facilitate a Strategic Planning process that will cover the following key components of CCOP's Health & Welfare programs:

### ***Marketplace Overview***

Trion will illustrate and provide observations and commentary based on information and data from a host of national and industry healthcare and employee benefits sources. The Marketplace Overview will provide a "high-level" view of the current state of benefits, as well as, an outlook for the future.

### ***Business Objectives***

Trion will work in partnership with CCOP to understand CCOP's environment, culture, strategy, obstacles and objectives. This will enable Trion to identify problems or opportunities, highlight consequences, projected potential impact, and work with CCOP more efficiently to develop solutions that meet CCOP's unique needs.

### ***Plan Benchmarking***

In order to identify CCOP's overall current competitive position, Trion will use various benchmark sources, which provide CCOP detailed comparative information on plan design and financial norms from national benefit surveys, to develop a benchmarking report of the CCOP's key benefit features.

### ***Cost and Utilization Review***

Trion will assist CCOP in understanding the efficiency, effectiveness and quality of health benefits by analyzing available claim, utilization and demographic data. Trion will facilitate carrier meeting on an annual basis.

### ***Strategy Development and Plan Management***

Trion will create a short- and long-term strategy based on the outcomes of the above components. The strategy design will incorporate both basic and advanced approaches to managing CCOP's benefits. Each proposed initiative will be accompanied by the financial impact, as well as the qualitative impacts to CCOP and CCOP's employees. Specifically, the strategy will address opportunities surrounding:

- Balance of valued benefits and employer/employee affordability.
- Cost.
- Plan designs.
- Product offerings.
- Vendors.
- Funding methodologies.
- Cost sharing.
- Health Management improvement initiatives.















**Fireside Chat**

February 20 | 3 – 4 p.m.

*Winnet Student Life Building, Lobby*

Join in the first Fireside Chat of the spring semester to engage in a conversation recognizing African American History Month. Share reflections on your favorite book, poem, song or any artistic expression.

**Black Girl Magic**

February 20 | 7:00 p.m. – 9:00 p.m.

Bonnell Building, Large Auditorium

Experience the popular & world renowned drag show, *Black Girl Magic*

Sponsored by the Marc David LGBTQ Center

**Law and Society Week 2020**

February 24 – 28

<https://www.ccp.edu/about-us/centers-excellence/fox-rothschild-center-law-and-society>

Presented by Fox Rothschild Center for Law and Society, this annual week of legal events, designed for the College and local community, will feature workshops, lectures, film screenings and panel discussions on a variety of current topics. Many events qualify for continuing legal education credits.

**CME S-3 Series**

February 28 | 12:00 p.m. – 2:00 p.m.

*Winnet Student Life Building, Great Hall*

Sponsored by the Center for Male Engagement

**Intercollegiate Athletics Schedule**

Men's and Women's Basketball Schedule

<https://www.ccp.edu/campus-life/athletics/intercollegiate-athletics>

**#CCPpride Days***Every Tuesday*

"Wear Your Black, Gold, or Lions Gear!"

*The Path to Possibilities™*