

**MEETING OF THE BUSINESS AFFAIRS COMMITTEE
OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Wednesday, February 19, 2020– 9:00 A.M.**

TO: Business Affairs Committee of the Board of Trustees
FROM: Jacob Eapen 
DATE: February 14, 2020
SUBJECT: **Committee Meeting**

A meeting of the Business Affairs Committee of the Board of Trustees will be held on **Wednesday, February 19th at 9:00 A.M. in the Isadore A. Shrager Boardroom, M2-1.** For those members who are using Zoom, please note the following information:

You may join this meeting with any of the following methods:

- (1) Via the Zoom app which can be downloaded at <https://zoom.us/download>. Once downloaded, launch the app and JOIN meeting 250539183.
- (2) Use this URL in any browser to connect <https://ccp.zoom.us/j/250539183>
- (3) Dial in via the phone with no video with +1 646 558 8656 and Meeting ID 250539183

AGENDA

PUBLIC SESSION

(1) Presentation of The Hamilton – Phase I and II (Information Item):

A briefing on The Hamilton project, both Phase I and II, will be presented.

(2) 2019-2020 Budget Update (Information Item):

The staff will present an update on the College's 2019-2020 budget status.

(3) Board Approval Needed to Issue Purchase Order for the IT Infrastructure Equipment for the Library & Learning Commons to Graybar, the Second Lowest Bidder in the Amount of \$114,000 (Action Item):

The Board previously awarded a purchase order, subject to the terms and conditions of the RFP, to Worldwide Services, LLC in the amount of \$111,037 for Cisco equipment for the Library and Learning Commons. Worldwide Services,

LLC is a federal contractor and had been identified as the lowest responsible bidder. However, Worldwide Services, LLC was unable to provide proof that the licensing, warranties, and maintenance for the equipment would be properly registered in the College's name. Based on Worldwide's failure to comply with the terms and conditions of the RFP and purchase order, the College cancelled the purchase order.

The staff recommends that the Business Affairs Committee recommend to the full Board to award the purchase order to Graybar, the next lowest bidder, in the amount of \$114,000. Graybar is an authorized Cisco dealer and will be able to provide the proper licensure.

(4) Next Meeting

The next regularly scheduled meeting of the Committee will be held on **Wednesday, March 18th at 9:00 A.M.** in the Isadore A. Shrager Boardroom, M2-1.

AGENDA

EXECUTIVE SESSION

An Executive Session will follow the Public Session.

JE/lm

Attachments

cc: **Mr. Jeremiah White**
Dr. Donald Generals
Mr. Gim Lim
Mr. James P. Spiewak
Victoria Zellers, Esq.

BAC\February 19, 2020AGENDA.DOC