

MEETING OF THE BUSINESS AFFAIRS COMMITTEE OF THE BOARD OF TRUSTEES

**Community College of Philadelphia
Wednesday, September 22, 2021 – 9:00 A.M.**

TO: Business Affairs Committee of the Board of Trustees
FROM: Jacob Eapen
DATE: September 17, 2021
SUBJECT: Committee Meeting

A meeting of the Business Affairs Committee of the Board of Trustees will be held on **Wednesday, September 22, 2021 via Zoom at 9:00 A.M.** The following is the Zoom information for the meeting:

Topic: Business Affairs Committee Meeting: Public Session
Time: Sep 22, 2021 09:00 AM Eastern Time (US and Canada)
Join Zoom Meeting
<https://ccp.zoom.us/j/96908327134?pwd=Y1RLWUxvZGY2ZndiTG9tWVhldGtEUT09>
Meeting ID: 969 0832 7134
Passcode: 8029
One tap mobile
+16465588656,,96908327134# US (New York)
+13017158592,,96908327134# US (Washington DC)

AGENDA – PUBLIC SESSION

**(1) Northwest Regional Center Oil Tank Replacement Project (RFP 10151)
(Action Item)**

The current fuel tank at the Northwest Regional Center (NWRC) is at end of life. This replacement includes, labor, material, and equipment removal, disposing of remaining oil & existing oil tank, design, and materials to install a new 6000-gallon double-walled, coated, above-ground storage tank. Installation includes new piping, modification of tank supports, fuel delivery system for an emergency generator and dual-fuel heating.

RFP #10151 was issued on July 15th through Penn Bid. A Pre-bid meeting was held on July 22nd with six (6) bidders attended:

- RJ Walsh, Assoc
- TTI Environmental
- Bluestone Environmental
- General Civil Co.
- Bhaumik Engineers
- DeWitt Heating & Air Conditioning

The College received two bids, one from General Civil Co. for \$137,890; the other from RJ Walsh, Assoc. for \$194,630.

Staff is requesting the Business Affairs Committee recommend to the full Board to enter into a contract with the lowest responsible bidder, General Civil Co., in the amount of \$137,890.

(2) Renewal of Contract with Cozen O'Connor Public Strategies (Action Item)

In Summer of 2019, the College conducted an RFP for local, state and federal lobbying services. Cozen O'Connor Public Strategies ("Cozen") was selected for local and federal lobbying services at \$5000 per month for local and \$5,000 per month for federal with a not to exceed contract at \$120,000 per year. Another firm was selected for state lobbying services. The contract approved by the Board was a one-year contract with a one-year extension option, 10/1/2019- 9/30/2020 and 10/1/2020-9/30/2021. The College first renewed the local and federal services for 6 months only due to a change in the College's government relations officer from 10/1/2020-3/30/2021. For the next six months, after review by the new Government Relations Officer, the College awarded Cozen local, federal, and state at \$15,000 per month from 4/1/21-9/30/21. The College increased Cozen's contract to include state because it was not satisfied with the state lobbyist and they were billing \$6,500 per month. Cozen offered to handle state for \$5,000 per month on top of their \$10,000 for local and federal.

The College and government relations officer are very satisfied with Cozen's services and would like to renew them for local, state, and federal lobbying at their current rates of \$5,000 each per month for local, state and federal lobbying services for a total of \$15,000 per month and not to exceed \$180,000 per year. Cozen's lead lobbyist is a minority male. Cozen also subcontracts 10% of the Agreement to an MBE firm, Maven, Inc.

The College administration requests that the BAC recommend to the full Board a one-year lobbying services agreement at \$15,000 per month for a total not to exceed of \$180,000 per year.

(3) Approval of Change Order Two – McGoldrick Electric, Inc. for the Library & Learning Commons (Action Item)

Our electrical contractor for the LLC project, McGoldrick Electric, has encountered some changes in Phases 3 of the LLC project construction. The change order predominantly consists of unforeseen conditions, a new transformer for the future Café, and life safety improvements to the emergency circuits and fire alarm system to meet current code. This Change Order Two in the amount of \$179,000 will be in addition to Change Order One totaling \$116,963 which will increase the original contract amount of \$3,097,013 to \$3,392,976. Please refer to Attachment A.

Staff request that the Business Affairs Committee recommend to the full Board the approval of the McGoldrick Electric, Inc. Change Order Two for the Library & Learning Commons Project in the amount of \$179,000.

(4) Approval of New Age Development Group Change Order Six for the Library & Learning Commons Project (Action Item)

This change order is the result of unforeseen conditions, primarily due to unique structural conditions, fireproofing of steel, and the need to bring existing riser shafts and other wall and ceiling openings up to fire code. The staff, design team, and contractor continue to address these problems presented by the 120-year-old building. This Change Order Six in the amount of \$221,000 will be in addition to Change Orders 1, 2, 3, 4 & 5, totaling \$946,912 which will increase the original contract amount of \$7,693,491 to \$8,861,403. Please refer to Attachment B.

Staff request that the Business Affairs Committee recommend to the full Board the approval of the New Age Development Group Change Order Six for the Library & Learning Commons Project in the amount of \$221,000.

(5) Next Meeting Date:

The next regularly scheduled meeting of the Business Affairs Committee meeting **is scheduled for Wednesday, October 20th at 9:00 A.M.**

JE/lm

c:

Mr. Jeremiah J. White, Jr.
Dr. Donald Guy Generals
Ms. Marsia Henley
Jessica Hurst, Esq
Danielle Liautaud-Watkins, Esq.
Mr. Gim Lim
Mr. Derrick Sawyer
Mr. John T. Wiggins
Ms. Mikecia Witherspoon
Victoria L. Zellers, Esq.

Attachment A
McGoldrick Activities for Change Order Two

Remove and reinstall existing electric under curtain wall for steel	\$ 9,679.86
CCD 003 secure existing electrical at soffit in Rotunda corridor	\$ 22,000.00
New 400A feeder and disconnect per ASI 38	\$ 19,113.56
Provide 4 Type C-3A fixtures instead of GC1s.	\$ 10,399.48
Install 30 GFCI for Thread per ASI # 37	\$ 9,332.52
Add 12 Legrand Pop Up Receptacles per RFI-09	\$ 3,182.02
Add Four Type C-3A Fixtures in bridge ceiling per ASI #36	\$ 3,612.44
Add two exit signs per ASI 37	\$ 1,145.02
Provide one SF fixture.	\$ 4,978.52
Rack mounting for Type H track lighting fixtures - \$32,956.77	\$ 22,042.84
Door holders and smoke detectors from Honeywell	\$ 17,433.65
Café Feeders	\$ 28,011.47
Add Cube power connections	\$ 28,012.47
Total	\$ 178,943.85

Attachment B
NADG Activities Detail Change Order Six

CCD 06 Floor levelling - NTE issued 1/19/21 - Areas 1, 2, 3		\$ 44,299.10
Add rated wall in Janitor closet per ASI 32		\$ 3,620.10
Install Access Panel to Existing Shaft		\$ 902.00
Misc. Marble Repairs in Corridors		\$ 8,790.49
Glass Rail Supports at Stairs		\$ 6,296.40
Furnish and Install Flat Plates at Study Carrels		\$ 3,616.80
Remove and replace center wall in 16th St Riser Shaft		\$ 8,252.20
Furnish and Install Courtyard Gate support per RFI 146		\$ 7,700.00
Curtainwall Support Per ASI 40, SSK-14		\$ 5,588.00
Add tube steel posts in 16th shaft per ASI 39, SSK-15		\$ 7,451.40
Additional GWB and fire caulking in 16th St riser shaft		\$ 3,216.84
Access panel Rotunda Corridor LR-C02		\$ 533.50
Painter's Cost Escalation		\$ 30,544.14
Rotunda Ceiling		\$ 3,858.80
ASI 43 Floor Finish - Additional LVT		\$ 3,801.60
Change in Waterproofing specification and square footage - 17th St		\$ 5,588.00
Study Carrel exposed ceiling RFI 84 beam wrap and fireproofing		\$ 30,000.00
Repair finished work due to electrical \$7,488.80		\$ 18,949.77
Fur Out Wall LR-C02		\$ 6,160.77
Paint hallway Upper Level at the Atrium Stairs		\$ 6,404.88
Modify Study Carrels		\$ 6,808.00
Solid Surface Wall Caps Rotunda Level - \$4,567.2		\$ 4,152.00
Soffits in the Touch Down and Tutor Faculty rooms		\$ 3,229.60
Add wood blocking to seating in the Library		\$ 605.90

\$ 220,370.29