

**HYBRID MEETING OF THE BUSINESS AFFAIRS
COMMITTEE OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Wednesday, March 19, 2025 – 9:00 A.M.**

Present for the Business Affairs Committee: Ms. Mindy Posoff, Chair (presiding), Mr. Harold Epps (via zoom), Pastor Mason (via zoom), Ms. Keola Harrington (via zoom), and Mr. Tim Ford (via zoom)

Present for the Administration: Dr. Donald Generals, Mr. Jacob Eapen, Ms. Carolyn Flynn, Esq., Mr. Derrick Sawyer, Dr. Alycia Marshall, Dr. Mellissia Zanjani, Dr. Shannon Rooney, Dr. David Thomas (via zoom), Mr. Gim Lim, Ms. Marsia Henley, Mr. Tim Trzaska, Mr. John Wiggins, Dr. Lipscomb, and Mr. Bill Bromley.

Guest: Dr. Judith Gay, Vice President Emerita (via zoom)

Ms. Posoff called the meeting to order of 9:03 AM. She highlighted the agenda and ask Mr. Eapen to proceed with agenda item one.

AGENDA
BUSINESS AFFAIRS COMMITTEE
PUBLIC SESSION

(1) NERC Lower Roof Replacement Award to Garland/DBS, Inc. (Action Item)

Discussion: Mr. Eapen stated that the lower roof at NERC is 25+ years' old with multiple leaks and showing signs of deterioration. The roof has outlasted its useful life.

Bid pricing was obtained by Garland/DBS, Inc. through OMNIA Partners, Public Sector (US Communities) Agreement MICPA #PW1925 **(See attachment B)**. Mr. Eapen stated that there were four contractors who submitted bids, and the lowest bidder was Robert Ganter Contractors. Mr. Eapen stated the amount of the contract is \$181,329. Ms. Marsia Henley stated that the demographic information for Robert Ganter, Inc. has 142 employees of which 25% are underrepresented minorities.

Arc Roofing Corporation:	\$189,927
Belcher Roofing Corp.:	\$183,312
Robert Ganter Contractors:	\$181,329
United States Roofing Corporation:	\$205,187

Staff requests that the Business Affairs Committee recommend to the full Board the award to Garland/DBS, Inc. in the amount of \$181,329. These funds will come from the capital budget.

Action: Mr. Epps motioned and Ms. Posoff seconded the motion that staff recommend to the Board of Trustees to award Garland/DBS, Inc. in the amount of \$181,329. These funds will come from the capital budget. The motion pass unanimously.

(2) Cisco Switch Replacement Lease Award to Iron Bow (Action Item)

Mr. Eapen stated RFP #10221 was competitively bid via PennBid on December 10th, with three responses received by the December 20th deadline. After evaluation, proposals from SHI International and Iron Bow were considered, while Turtle & Hughes was excluded due to the lack of lease pricing. Mr. Eapen stated that Iron Bow was the lowest bidder.

Mr. Eapen stated that during the time of COVID we had HEERF dollars to do significant upgrades to the system. One of the areas that was not upgraded was the switches, and requesting replacement at this time. The College is recommending a 7-year lease with Iron Bow for an annual cost of \$148,057. Mr. Eapen stated that the funds are from the operating budget since it is a lease agreement.

Mr. Eapen stated that this project is critical for modernizing the college's aging network infrastructure, addressing end-of-life network components that pose security risks and reliability concerns. The recommended solution includes:

1. **Wireless Network Upgrades** – Replacing obsolete Cisco Aironet 1142/3602I access points and the unsupported 5760 controller with Cisco Catalyst 9115AX Wi-Fi 6 access points. These upgrades enhance security, performance, and scalability, ensuring support for high-density device usage, multimedia applications, and IoT integration while maintaining compatibility with existing Cisco 9800-40 WLC controllers.
2. **Network Edge Switch Replacement** – Replacing aging Cisco Catalyst 3750X-48 switches, which have exceeded their end-of-life and end-of-support status, with Cisco Catalyst 9300-48 switches. These next-generation switches offer enhanced security, higher performance, and modern capabilities such as SD-Access, full PoE+ support, and increased stacking bandwidth, ensuring a reliable and future-proof network.

This investment aligns with the college's strategic IT goals, ensuring a high-performance, secure, and scalable infrastructure to meet current and future technology needs. The selected vendor best meets the project's technical, financial, and operational requirements.

Iron Bow's cost-effective lease proposal is based on Cisco's recommended solutions for environments like the college's: Catalyst 9115AX access points and the Catalyst 9300 series switches and is broken down as follows:

5-Year Lease

- Total Annual Cost (\$194,779): Iron Bow offers a highly competitive total annual cost for the 5-year lease option. This cost efficiency ensures that the organization can maximize its budget while obtaining high-quality Cisco equipment.
- Quarterly Price (\$48,695): The quarterly price offered by Iron Bow is lower compared to other vendors, providing significant savings over the lease term.

7-Year Lease

- Total Annual Cost (\$148,057): For the 7-year lease option, Iron Bow again presents a lower total annual cost, making it the most economical choice for a longer-term investment.
- Quarterly Price (\$37,014): The quarterly pricing structure for the 7-year lease is designed to offer consistent savings, ensuring financial predictability and stability over the lease period.

Mr. Eapen stated upgrading both the wireless network and the network edge switches, the college will gain a highly secure, modern, high-performance, and scalable network that meets all current and future demands, mitigating the risks associated with the aging infrastructure and aligning perfectly with the RFP's goals and evaluation criteria. This comprehensive solution ensures a reliable and robust network experience for the entire college community, supporting advanced applications, high device density, secure IoT integration, and a seamless user experience across all connected devices.

Staff requests that the Business Affairs Committee recommend to the full board to award to a 7-year lease in the annual amount of \$148,057 to Iron Bow for Cisco Switch. These funds will be paid from the operating budget.

Action: Mr. Epps motioned, and Ms. Posoff seconded the motion that the staff recommend to the Board of Trustees to award to a 7-year lease in the annual amount of \$148,057 to Iron Bow for Cisco Switch. The motion passed unanimously.

(3) **Mannequins for the Healthcare Simulation Laboratory Award to Guamard (Action Item)**

Please note: Mr. Eapen stated that the funding language is the same for agenda items #3, #4, and #5

Discussion: Mr. Eapen stated the College is doing significant renovations in the West building for the new Simulation Lab and should be completed from middle to late April. The new Healthcare Simulation laboratory requires mannequins for students to get trained. Students are not legally permitted to perform many critical care skills in the clinical setting. Eight (8) mannequins are requested for critical care training, enabling healthcare professionals to practice and refine their skills in a controlled and realistic environment.

Mr. Eapen stated that the mannequins from Gaumard are the only ones available in the market with advanced simulator features lifelike symptoms, dynamic facial expressions, and active motor functions, enabling interprofessional collaboration simulations that allow students to work as a team providing realistic and holistic care including airway management, CPR, and select ultrasonography. Some of the mannequins offer features that blurs the line between mannequin and real patient. The features include Conversational Speech, lifelike motor movement, next-gen simulated physiology, etc. By practicing their health care skills on these mannequins, the students will learn how to better provide care to the patients and not make critical mistakes.

Guamard is the leader in the manufacturing of mannequins. Mr. Eapen stated that under Perkins, the College needs to procure and install the equipment on time. Mr. Eapen stated that funds are coming from Perkins subject to modifications which the college has already submitted to the state.

Mr. Eapen stated that the funding for this purchase will be from Perkins, contingent upon the approval of budget modifications by the state. In the event that the state does not approve the budget modifications, the purchase will be made using capital funds. Mr. Eapen stated that we are requesting that the Trustees allow us to use the capital funds to procure the mannequins. Mr. Eapen stated that Drs. Zanjani and Marshall have been very diligent on getting the budget modifications.

Staff requests that the Business Affairs Committee recommend to the full Board to award Gaumard to purchase eight (8) mannequins with accessories and three (3) year service plans at the cost of \$647,051. These funds will be from the Perkins Grant or capital funds as appropriate.

Ms. Posoff stated that she and Mr. Eapen discussed using the "paused" \$5,000,000 of the capital budget, that if the funds does not come from Perkins, it will come out of the \$5,000,00 that was "paused". Ms. Posoff recommended keeping a running track that may impact the \$5,000,000 that was identified. Mr. Epps concurred.

Action: Mr. Epps motioned, and Mr. Posoff seconded the motion that the staff recommend to the Board of Trustees to purchase eight (8) mannequins with accessories and three (3) year service plans at the cost of \$647,051. The motion passed unanimously.

(4) PLC Trainers and Processors for AAS Degree in Electrical Engineering Award to Tecquipment (Action Item)

Discussion: Mr. Eapen stated the department of Physics and Engineering will be offering Electrical Engineering AAS degree from Fall 2025. As part of the degree program lab requirements, we need to purchase (8) PLC trainers and (8) PLC process training equipment. This equipment will be used for multiple labs in the program.

Mr. Eapen stated that the college has researched the product from different vendors. Industry-standard equipment is very expensive, does not cover the variety of topics, and are typically too large of equipment for the classroom. Other systems exist that cover different systems such as pick-and-place, and hydraulic control systems, but no other known product available for educational use covers as many topics as one offered by Tecquipment. Finally, the PLC trainers and PLC process equipment from Tecquipment closely resembles those in industrial environments. The students will receive training required in manufacturing, energy, and other industries.

Mr. Eapen stated that the funding for this purchase will be from Perkins, contingent upon the approval of budget modifications by the state. In the event that the state does not approve the budget modifications, the purchase will be made using capital funds.

Staff requests that the Business Affairs Committee recommend to the full Board to award Tecquipment to purchase eight (8) PLC trainers and eight (8) PLC processors at the cost of \$149,992. These funds will be from the Perkins budget or capital funds as appropriate.

Ms. Posoff stated that she and Mr. Eapen discussed using the "paused" \$5,000,000 of the capital budget, that if the funds does not come from Perkins, it will come out of the \$5,000,00 that was "paused". Ms. Posoff recommended keeping a running track that may impact the \$5,000,000 that was identified. Mr. Epps concurred.

Action: Mr. Epps motioned, and Mr. Posoff seconded the motion that the staff recommend to the Board of Trustees to purchase (8) PLC trainers and eight (8) PLC processors at the cost of \$149,992. The motion passed unanimously.

(5) **Intelligent Video Solutions Audio Video Package Award for the Healthcare Simulation Laboratory (Action Item)**

Discussion: Mr. Eapen stated that the new Healthcare Simulation laboratory requires all training labs to have audio/video technology, that allows the instructor to communicate to students from the control room and also record the training session for evaluation and feedback.

We have reviewed available products in the market and believe that the Intelligent Video Solutions package is the only one available that meets the academic needs. The package includes fixed and movable cameras in each simulation room and software for faculty to monitor student performance from the control room. The package offers session recording, review, and debriefing features to assess student learning and improve student learning outcomes. This is the only package that has assessment features built in. This allows students to go back to the recording and see instructor assessment at a particular time point. Such feedback feature ensures students are less likely to repeat this mistake when helping patients.

Mr. Eapen stated that the funding for this purchase will be from Perkins, contingent upon the approval of budget modifications by the state. In the event that the state does not approve the budget modifications, the purchase will be made using capital funds.

Ms. Posoff stated that she and Mr. Eapen discussed using the "paused" \$5,000,000 of the capital budget, that if the funds does not come from Perkins, it will come out of the \$5,000,00 that was "paused". Ms. Posoff recommended keeping a running track that may impact the \$5,000,000 that was identified. Mr. Epps concurred.

Staff requests that the Business Affairs Committee recommend to the full Board to award VALT Video Observation and Recording System from Intelligent Video Solutions at the cost of \$256,222. These funds will be from the Perkins budget or capital funds as appropriate.

Ms. Posoff asked if it was possible that we get approved for one and not all three items. Mr. Eapen responded, all three would be approved as a package.

Action: Mr. Epps motioned, and Mr. Posoff seconded the motion that the staff recommend to the Board of Trustees to purchase (8) PLC trainers and eight (8) PLC processors at the cost of \$149,992. The motion passed unanimously.

Ms. Posoff re-stated items #3, #4, and #5, are in the event that we don't get the Perkins funding, that the funds will come from our capital budget.

(6) Digital Press Award to Xerox (Action Item)

Mr. Eapen stated that Business Services is a leading provider of high-resolution printing and marketing materials for the College. Currently, there is a need to replace our outdated digital presses with advanced technology to ensure exceptional print quality and operational efficiency. By offering tailored printing solutions, we enhance the visibility and communication of our internal departments, positioning ourselves as a reliable partner for future branding and marketing efforts.

In 2014, the college purchased an HP Indigo 5500 specifically for printing materials such as letterhead, direct mail postcards, annual reports, brochures, flyers, and posters. All print products are produced on digital sheet sizes 12 x 18 and 13 x 19 to maximize the number of images per sheet, thereby being cost-effective. Currently, Business Services operates at a cost of \$0.04 per 8.5 x 11 copy.

The HP Indigo 5500 has served the college well, but we have been notified by HP that we have reached the "End of Life" for this product. HP will no longer reproduce parts for the device, and the vendor will use existing parts from their inventory. Our operation is at risk of being unable to produce high-quality color printing in-house if parts become unavailable.

Mr. Eapen stated that while Ricoh offered the lowest bid, Strategic Communications has raised significant concerns regarding both the quality of the copies noted during our recent assessment. Opting for Xerox not only ensures we maintain excellence but also upholds our commitment to delivering superior results in all our projects. Choosing Xerox is a strategic decision that aligns with our goals of quality and reliability (**See Attachment C**).

Staff requests that the Business Affairs Committee recommend to the full Board to award Xerox for digital presses in the amount of \$31,920 for a 6-year lease payment and additional year cost for clicks/service:

Year 1 - \$29,000
Year 2 - \$30,700
Year 3 - \$32,600
Year 4 - \$34,500
Year 5 - \$36,600
Year 6 - \$38,300

These funds will come from the coming years operating budget.

Ms. Posoff proposed an awareness of the number of clicks, and to be careful on printing. The Board can use BoardEffect prior to meetings, etc.

Action: Mr. Epps motioned, and Ms. Harrington seconded the motion that the staff recommend to the Board of Trustees to award Xerox for digital presses in the amount of \$31,920 for a 6-year lease payment and additional costs for clicks/service . The motion passed unanimously.

(7) Construction for Enrollment Center Project Award to Hyde Electrical Corporation, Wayman Fire Protection, Torino Construction, Tricon Corporation (Action Item)

Mr. Eapen stated that staff seeks approval for construction of the Enrollment Center in the lobby of the Bonnell building. This will include the office moves from 1500 Spring Garden Street to the main campus, the design will relocate all student services for new student registration and tuition in one location to streamline the enrollment process.

The College issued RFP #10225 On January 29, 2025 via Penn Bid. The Pre-bid meeting was held on 2/11/2025 and 8 bidders attended. The College received 7 responses: below are the lowest responsible bidder fees by trade. **(See Attachment D).**

- | | |
|---|------------------|
| • General Construction: Tricon Construction | \$976,287 |
| • Fire Protection: Wayman Fire Protection | \$ 32,500 |
| • HVAC: Torino Construction | \$288,630 |
| • Electrical: Hyde Electric Corporation | <u>\$364,690</u> |

Grand Total: \$1,662,107

Mr. Eapen stated that these bids are coming in significantly higher than what was budgeted, and that we will have to do a re-balancing of the capital budget once the project starts. Mr. Epps asked about the return on investment on the school, and also asked about the local and diverse spin seems like categories of possibility. Mr. Eapen responded that Ms. Henley will talk about the demographics of the companies.

Mr. Eapen stated that the lease for 1500 Spring Garden Street is \$350,000 will expire in October, 2025. The savings to the operating budget will be greater than \$350,000 because the last contract was several years ago. This is an annual savings to the operating budget in terms of the ROI. Mr. Epps about the cost of the move. Mr. Eapen responded approximately \$2,200,000, which is bringing back to the main campus the offices that are disbursed, so there is better collaboration.

Ms. Henley stated that Tricon is the general contractor for the project. Tricon is small with six (6) employees with zero diversity, except that they have 17% female employees. Wayman Fire Protection are located in Bensalem and have 105 employees of which 20% are underrepresented minorities. Torino Construction for HVAC are a small company with eight (8) employees, no diversity, and 50% female employees. Hyde Electric Corporation is located in Philadelphia, have 13 employees with 7.7% underrepresented minority. Ms. Posoff asked is the female staff is administrative staff. Ms. Henley responded that it is management employee. Ms. Harrington requested clarification regarding the \$1.6 budget, and asked how much is the budget? Mr. Eapen responded that the total budget will be approximately \$1.6 million dollars. However, we are experiencing the cost going up, not only for the construction work, but also for the furniture and fitting. That is why the rebalancing of the budget is required. We will be short at least by \$600,000. Ms. Harrington asked if this shortage was due to inflated cost, or the construction costs going up. Mr. Eapen stated that the cost of construction has gone up and what we are experiencing is the number of bidders is significantly lower. Also, the same bidders are coming back and bidding, and the amount of time to get a contract through is taking at least two months because of the performance bond and it is very time consuming which is also impacting cost.

We will come back at the next Business Affairs Committee and do a complete re-balance budget to include the \$5,000,000.

Staff request that the Business Affairs Committee recommend to the full Board to award the following: Tricon Construction Management in the amount of \$976,287 for General Construction; Wayman Fire Protection in the amount of \$32,500 for Fire Protection; Torino Construction for HVAC Construction in the amount of \$288,630; Hyde Electrical Corporation in the amount of \$364,690 for Electrical Construction. The Enrollment Center Project will be paid from the Capital Budget.

Action: Mr. Epps motioned and Ms. Harrington seconded the motion that the staff recommend to the full Board to award the following: Tricon Construction Management in the amount of \$976,287 for General Construction; Wayman Fire Protection in the amount of \$32,500 for Fire Protection; Torino Construction for HVAC Construction in the amount of \$288,630; Hyde Electrical Corporation in the amount of \$364,690 for Electrical Construction. The Enrollment Center Project will be paid from the Capital Budget. The motion passed unanimously.

(8) Capital Projects Paused (Information Item)

In consultation with the Chair of the Board of Trustees and the Chair of the Business Affairs Committee, the following capital projects have been paused and will be reviewed in March 2025:

• Mint Façade	\$ 300,000
• Boardroom Renovations and Audio Visual	\$ 900,000
• Great Hall Renovation	\$ 1,200,000
• Winnet Front Offices	\$ 2,600,000
	<u>\$ 5,000,000</u>
3- Year Capital budget plan:	<u>\$30,226,695</u>
Less: Projects that are paused	<u>\$ 5,000,000</u>
Projects approved:	<u>\$25,226,695</u>

(9) Renewal of Contract with SP+ Main Parking Garage (Action Item)

Mr. Eapen stated that the Main Garage has been managed by SP+, a Metropolis Company, since January 2019. While SP+ has provided satisfactory services to the College throughout the contract period, the current agreement is set to expire on June 30, 2025. Mr. Sawyer stated that SP+ manages our main garage on 17th Street since 2019.

As a result, staff issued a Request for Proposals (RFP #10224) for Parking Garage Management on January 22, 2025, via Penn Bid, and bids were received on February 18, 2025.

Mr. Sawyer stated of the public Penn Bid platform suppliers, nine firms with a local presence were invited to participate in the RFP process. Six firms attended the mandatory pre-bid meeting. Three formal proposals were received, and based on a thorough evaluation of these proposals, the selection committee shortlisted the following finalists: Imperial, Laz, and SP+.

- Project team experience, qualifications, and commitment
- Firm experience and past performance on similar projects
- Scope of work
- Innovation

- Commitment to diversity and inclusion
- Proposal quality and thoroughness
- Financial proposal

Mr. Sawyer stated that after conducting interviews with all three finalists, the selection committee, which included representatives from Budget & Auxiliary Services, Public Safety, Purchasing, Special Events, and a student representative, concluded that SP+ remained the best candidate.

As the incumbent vendor, SP+ offers the advantage of zero transition costs. Additionally, SP+ has proposed quarterly sweeps at no charge, a cost the College currently contracts out, during the first year of the contract. The management fee for the first two years is set at \$15,000 annually, with a projected net income of \$239,000.

Ms. Posoff asked what does the net revenue get account for. Mr. Sawyer responded that it is on the auxiliary side of the house. Some is included in our operating budget, and the net revenue actually splits three ways, 1) pays repairs of the garage, 2) support student life to support students, and 3) miscellaneous revenue.

Mr. Epps asked, what is the annual historical net revenue that the college had benefited from? Mr. Sawyer stated that prior to COVID, the College was \$600,000. Currently we are down to approximately \$240,000, and the reason for that is we get a lower rate from the garage for students using their Lion Card, so that decreases the revenue, and expenses going up, salaries are increased, our repair amounts increased. Mr. Sawyer stated that we do need to start looking at some other alternatives in regards to generating revenue. Ms. Posoff asked if people on campus use the parking garage? Mr. Sawyer stated that it is mainly used for faculty, staff, and students. The College tries for other initiatives. For example, we opened up the garage for the Eagles parade and generated \$16,000. Mr. Sawyer stated that at one point we need to start exploring how we can better utilize the garage. During the summer it is very light, and the garage is closed on Friday, Saturday, and Sunday. Ms. Posoff asked if neighbors can park overnight at the garage. Mr. Sawyer responded, "No". Mr. Epps asked what is the utilization rate? Mr. Sawyer responded that during the semester, the garage is filled twice a day. There are over 600 spaces in the garage, by 9:00 the garage is filled. Mr. Epps stated that Mr. Sawyer mentioned that it comes with one sweep. Mr. Sawyer responded, quarterly for the first year. Mr. Epps asked what happens with the second and third, and Mr. Sawyer stated that we are charged. Mr. Sawyer also stated that it a minimum charge at approximately \$5,000/year. Ms. Harrington asked, if the \$239,000 there is no projected increase in future years? Mr. Sawyer stated for the other vendors it would have been a lost. Ms. Harrington also asked what the rates were for faculty and staff. Mr. Sawyer responded that faculty and staff pay \$5.00 with ID. If they pay with cash/credit card the rate is \$6.00, and monthly card holders pay approximately \$80/month which is payroll deducted.

Based on the evaluation of the proposals, interviews, and the benefits of continuity with the current provider, staff recommends that the Business Affairs Committee recommend to the full Board to award a three-year contract with two option years to SP+, with the contract commencing on July 1, 2025.

Ms. Harrington asked for a follow-up meeting with the staff.

Action: Pastor Mason motioned; and Ms. Harrington seconded the motion that the Business Affairs Committee recommend to the full board to award a three-year contract with two option years to PS+, with the contract commencing on July 1, 2025. The motion passed unanimously.

NOTE: *At the end of the meeting, Ms. Harrington suggested that at the next Business Affairs Committee meeting, to please plan to discuss the parking rates.*

(10) Contract Award to PT Mechanical for HVAC Installation (Action Item)

Mr. Eapen stated that staff would like to request approval to proceed with the HVAC installation projects for the IT rooms MG-41 and B2-38, utilizing the quotes provided by PT Mechanical Group under the COSTARS program.

Project Details:

- Mint Building IT Room MG-41 – HVAC Installation

Scope of Work:

- Recover disconnect and demo electric, piping, and ductwork from existing Leibert.
- Furnish and install (3) 5-ton Johnson Controls wall-mounted ductless split systems.

Fee - \$78,668

- Bonnell Building IT Room B2-28 – HVAC Installation

Scope of Work:

- Recover disconnect and demo electric, pipping, and ductwork from existing Leibert and Sanyo systems.
- Furnish and install (2) 5-ton Johnson Controls wall-mounted ductless split systems.

Fee - \$62,609

Total for both Projects: \$141,277

Warranty: 1 year on workmanship and 5-year limited manufacturer warranty on equipment and parts.

Mr. Bromley stated that B2-28 is a core infrastructure room that houses the virtualization services and also the Sysco switches. Room MG-41 houses our phone and security cameras and security systems.

Mr. Eapen stated that given the critical importance of maintaining our IT infrastructure, we believe it is essential to move forward with these installations to ensure optimal performance and reliability.

The proposals from PT Mechanical (from the COSTARS program) group offer comprehensive solutions and warranties that will safeguard our investment.

Staff requests that the Business Affairs Committee recommend to the full Board to award PT Mechanical under the COSTARS program for HVAC installation projects for IT Rooms MG-41 and B2-28 in the amount of \$141,277. These funds will be paid from the capital budget.

Action: Mr. Epps motioned and Ms. Harrington seconded the motion that the Business Affairs Committee recommend to the full Board to award PT Mechanical for HVAC installation projects for IT Rooms MG-41 and B2-28 in the amount of \$141,277. The motion passed unanimously.

NOTE: Mr. Eapen stated that the next three (3) items are related to the Advanced Manufacturing Education Program that is funded by the Navy. There was a panel discussion that was led by Consultant, Kris Jones. This is a procurement of equipment and materials.

(11) Welding Equipment Acquisitions from FumeDog, Silicon, and Airgas (Action Item)

Staff is requesting approval to proceed with equipment purchase for the Advanced Manufacturing Education funded by the Navy. This program requires the purchase and installation of welding equipment. Kris Jones, the CCP Consultant from the Navy in coordination with Ms. Marsia Henley of the College's department of Purchasing to identify vendors under consortium pricing for the best price, and we have selected Fumedog, Silicon, and Airgas. Staff is recommending the following Welding Equipment Acquisition.



Welding Equipment Acquisition



Company	Quote	Item	Quantity	Total Cost	Discount	Method/Org
FumeDog	FD-WB-55	Welding Booths (Fumeless)	22	64,330	45%	Sole Source / OEM
Silicon	MZ-EM-31225	Rapid Arc Welder	2	55,000	50%	Sole Source / OEM
Lincoln	2013273383	Weld Machine Type 300C	4	56,000	10%**	GP / Airgas
	2013273504	Weld Machine Type S350	4	64,000	10%**	GOP / Airgas
Miller	2012745601	Welder Power Source	8	60,000	10%**	GOP / Airgas
ESAB	JL-EM-31425	Welding Machine	4	50,000	10%**	GOP / Airgas
Weld Total				349,330*		

* quotes honored, prices fixed
 **email confirmation from Lynch



Staff request that the Business Affairs Committee recommend to the full board of trustees the purchase of welding equipment from FumeDog in the amount of \$64,330, Silicon in the amount of \$55,000 and Airgas in the amount of \$230,000. The funds for this purchase will be from the Navy through Blueforce Alliance.

Action: Mr. Epps motioned and Ms. Harrington seconded the motion of the purchase of welding equipment from FumeDog in the amount of \$64,330, Silicon in the amount of \$55,000 and Airgas in the amount of \$230,000. The funds for this purchase will be from the Navy through Blueforce Alliance. The motion passed unanimously.

(12) **Inspection Equipment Acquisition from Evident, Sonatest, Trident Welding, and Hocker Inc. (Action Item):**

Discussion: Mr. Eapen stated that staff is requesting approval to proceed with the equipment purchase for Advanced Manufacturing Education funded by the Navy. This program requires the purchase and installation of welding equipment. Kris Jones, the CCP Consultant from the Navy in coordination with Ms. Marsia Henley from the College's department of Purchasing is recommending the following Inspection equipment Acquisition from Evident (\$104000), Sonatest (\$16,000), Trident (\$48640), and Hocker, Inc. for \$156,000.



Inspection Equipment Acquisition



Company	Quote	Item	Quantity	Total Cost	Discount	Method/Org
Evident	Q-00148590-V6	Ultrasonic Tester - EP650	10	104,000	7%	Sole Source / OEM
Sonatest	SQI0005988	Ultrasonic Tester - WAVE BNC	2	16,000	40%	Sole Source / OEM
Hocker Inc.	S59870-MOD	MT Equipment Bundle	B	78,000	0%	Sole Source / Distributor
Hocker Inc.	S59871	PT Equipment Bundle	B	37,000	0%	Sole Source / Distributor
Hocker Inc.	S59868	VT Equipment Bundle	B	41,000	0%	Sole Source / Distributor
Trident Welding	271	Inspection Test Plates	96	48,640	0%	Sole Source / OEM
Inspection Total				324,640		

* quotes honored, prices fixed



Action: Mr. Epps motioned, and Ms. Harrington seconded the motion that staff request that the Business Affairs Committee recommend to the full board of trustees the purchase of Inspection Equipment from Evident in the amount of \$104,000, Sonatest in the amount of \$16,000, Trident in the amount of \$48,640, and Hocker, Inc. in the amount of \$156,000. The funds for this purchase will be from the Navy through Blueforce Alliance. The motion passed unanimously.

(13) **Support Materials Acquisition from Triangle Engineering and Linde (Action Item)**

Discussion: Staff is requesting approval to proceed with Support Materials purchase for Advanced Manufacturing Education funded by the Navy. This program requires the purchase and installation of Support Materials Acquisition . Kris Jones, the CCP Consultant from the Navy in coordination with Ms. Marsia Henley from the College's department of Purchasing is recommending the following Support Materials Acquisition from Triangle Engineering and Linde. Funds will be from the Navy and through its funding source Blueforce Alliance.

Action: Mr. Epps motioned, and Ms. Harrington seconded the motions that staff request that the Business Affairs Committee recommend to the full board of trustees the purchase of support materials from Triangle Engineering in the amount of \$238,500, and Linde in the amount of \$10,000. The funds for this purchase will be from the Navy through Blueforce Alliance. The motion passes unanimously.



Support Materials Acquisition



Company	Quote	Item	Quantity	Total Cost	Discount	Method/Org
Triangle Eng.	19385	2205 Duplex	B	25,000	0%	Sole Source / Distributor
Triangle Eng.	19388	SB443 N06625 Inconel	B	160,000	0%	Sole Source / Distributor
Triangle Eng.	19402	2205 Duplex + ss05 duplex	B	10,000	0%	Sole Source / Distributor
Triangle Eng.	19403	A790 S31803 (2205 Duplex)	B	5,000	0%	Sole Source / Distributor
Triangle Eng.	19404	B444 N06625 Beveled	B	26,500	0%	Sole Source / Distributor
Triangle Eng.	19405	1" sch 80 x 4" B444 N06625	B	12,000	0%	Sole Source / Distributor
Linde	EC20240515	Assorted Weld Wire	B	10,000	0%	Sole Source / Distributor
Material Total				248,500*		



5% contingency for price volatility in materials market. Projected total = \$260k



(14) Next Meeting – Business Affairs Committee of the Board of Trustees
(Information Item)

The next meeting of the Business Affairs Committee is scheduled for Wednesday, April 16, 2025 at 9:00 A.M.

EXECUTIVE SESSION

An Executive Session will follow the Public Session. Discussions will center on labor negotiations and contracts. The Zoom information for the Executive Session will be provided to those in attendance.

JE/tn

c: Ms. Mindy Posoff
Dr. Donald generals
Mr. Gim Lim
Ms. Marsia Henley
Mr. Derrick Sawyer
Mr. John Wiggins

ATTACHMENT A
FUNDING FOR ACTION ITEMS
MEETING OF THE BUSINESS AFFAIRS
COMMITTEE OF THE BOARD OF TRUSTEES
AGENDA: March 19, 2025

Agenda No.	Vendor/Consultant	Amount	Source
1	Garland/DBS (Subcontractor: Robert Ganter)	\$181,329	Capital Budget
2	Iron Bow	\$148,057	Operating Budget
3	Guarmard	\$647,051	Perkins Funds/Capital
4	Tecquipment	\$149,992	Perkins Funds/Capital
5	Intelligent Video Solutions	\$256,222	Perkins Funds/Capital
6	Xerox	\$ 31,920	Operating Budget
7	Tricon Construction Wayman Fire Protection Torino Construction Hyde Electrical	\$976,287 \$ 32,500 \$288,630 \$364,690	Capital Budget Capital Budget Capital Budget Capital Budget
10	PT Mechanical	\$141,277	Capital Budget
11	FumeDog Silicon Airgass	\$ 64,330 \$ 55,000 \$ 230,000	Navy through Blueforge Navy through Blueforge Navy through Blueforge
12	Evident Sonatest Trident Welding	\$104,000 \$324,640 \$ 48,640	Navy through Blueforge Navy through Blueforge Navy through Blueforge
13	Support Materials Acquisition from Triangle Engineering and Linde	\$248,500	Navy through Blueforge

ATTACHMENT B

ROOFING MATERIAL & SERVICES PROPOSAL



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

Community College of Philadelphia
Northeast Regional Center
12901 Townsend Rd
Philadelphia, PA 19154

Date Submitted: 11/20/2024
Proposal #: 25-PA-241298
MICPA # PW1925

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

Scope of Work: Base Bid

MOBILIZATION/SAFETY:

1. Furnish and maintain temporary toilet facilities for our employees.
2. Tape off staging for equipment and material.
3. Set up and maintain rooftop safety system to comply with OSHA requirements.
4. Follow all CCP safety requirements and procedures.

VEGETATIVE SYSTEM:

1. Remove the existing vegetative tray system/paver system and place on the ground behind the building. Tray system and pavers to be reinstalled in the same location.

DEMOLITION:

1. Remove the existing roof system and drainage mat and properly dispose of debris.
2. Remove existing coping and properly dispose of metal.

LOADING OF MATERIAL AND EQUIPMENT:

1. Load the required material and equipment onto the roof areas scheduled to be replaced.
2. Ensure material and equipment is spread out to evenly over the existing roof surface to disperse the additional weight load and cover all material that is water sensitive.

INSULATION:

1. Mechanically attach first layer of 1.5" of Polyisocyanurate insulation.
2. Adhere 1.5" of second layer of 1.5" set in Insul-Lock HR w/6" ribbon spacing.
3. Install ½" tapered crickets between drains.
4. Adhere ½" Securock set in Insul-Lock HR adhesive based on specific wind uplift.
5. Install 4' sumps (tapered insulation) at all drain locations.

DRAINS:

1. Properly flash existing drains and install new 4# lead pan and, reuse the existing clamping ring.

FIELD MEMBRANE:

1. Install HPR Torch Base sheet over primed Securock.
2. Install KEE-Stone FB membrane over base sheet set in KEE-Lock Foam Adhesive.

CURB/WALL FLASHING:

1. Curbs less than eight (8) inches must be raised using # 2 Grade BRT Dry wood blocking to achieve proper flashing height.
2. At rising wall, fabricate .040 mil finish aluminum and install under existing receiver and fasten with noncorrosive fasteners.
3. At wood blocking, apply Pro-Stop FR Primer at a rate of .5 gal per square and adhere SA Base IV over wood prior to torching base sheet.
4. Install HPR Torch Base sheet.
5. Install KEE-Stone membrane set in flashing adhesive.
6. Furnish and Install an Aluminum Termination Bar mechanically attached six (6) inches on center at all curbs and wall.

PARAPET WALL:

1. Install pre-engineered ANSI/SPRI ES-1 R-Mer Edge Coping .040 aluminum, color to match.

WATER TEST:

1. Plug the drains and flood the roof to identify roof leaks.

VEGETATIVE TRAY/PAVER SYSTEM:

1. Under Tray System, install an Air Layer Mat System 4' x 75'.
2. Reinstall vegetative trays and paver system based on the previous location.
3. Install new River Ballast at drain locations and at the north end of the roof.

WARRANTY:

1. Installer's Warranty: 5 years from date of substantial completion.
2. Manufacturer's Warranty: 30 years from date of substantial completion.

Proposal Price Based Upon Market Experience:

\$ 181,329

Garland/DBS Price Based Upon Local Market Competition:

Robert Ganter Contractors	\$	181,329
Belcher Roofing	\$	183,312
ARC Roofing	\$	189,927
United States Roofing Corp.	\$	205,187

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

Clarifications/Exclusions:

1. Permits are excluded.
2. Plumbing, Mechanical, Electrical work is excluded.
3. Masonry work is excluded.
4. Interior Temporary protection is excluded.
5. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Matt Egan

Matt Egan
Garland/DBS, Inc.
(216) 430-3662

ATTACHMENT C

DIGITAL PRESS

ATTACHMENT C

DIGITAL PRESS

Summary

Xerox		Canon		Ricoh	
Purchase Price		Purchase Price		Purchase Price	
\$211,570.00		\$255,896.30		\$174,589.50	
Total Spend 5 Year Lease (Click & Service)		Total Spend 5 Year Lease (Click & Service)		Total Spend 5 Year Lease (Click & Service)	
\$450,800.00		\$479,133.60		\$389,293.04	
Total Spend 6 Year Lease (Click & Service)		Total Spend 6 Year Lease (Click & Service)		Total Spend 6 Year Lease (Click & Service)	
\$508,128.00		\$524,306.88		\$456,516.96	

*Click charge is price per copy. 1 million per year was used based past 4 year usage of the college.

HP Indigo Totals Digital Sheet Prints (12 x 18 or higher sheet size)						
2018	2019	2020	2021	2022	2023	2024
3,108,814	2,742,223	866,802	918,735	1,046,386	847,607	1,004,814

ATTACHMENT D

CONSTRUCTION FOR ENROLLMENT
CENTER PROJECT

Tricon Construction Management

						Tricon Construction Management	
						Total Cost	\$976,287
						Selected #	0
						Selected (\$)	\$ 0
#	Locked	Items	Selected	Lowest	QuantityRequired	UnitPrice	Total Cost
1	Base Bid Pricing (1)						
#1-1	FALSE	Total Base Bid cost per the scope of work defined within the documents	\$ 0	\$976,287	1	\$976,287	\$976,287

WAYMAN FIRE PROTECTION

						Torino Inc		Wayman Fire Protection			
						Total Cost	\$49,113		\$32,500		
						Selected #	0		0		
						Selected (\$)	\$ 0		\$ 0		
#	Locked	Items	Selected	Lowest	Unit of Measure	Quantity Required	Unit Price	Total Cost	Unit Price	TotalCost	
1	Base Bid Pricing (1)										
#1-1	FALSE	Total Base Bid cost per the scope of work defined within the documents		\$ 0	\$32,500	LS	1	\$49,113	\$49,113	\$32,500	\$32,500

TORINO CONSTRUCTION

					Total Cost		Torino Inc	
					Selected #		\$288,630	
					Selected (\$)		0	
							\$ 0	
#	Locked	Items	Selected	Lowest	Unit of Measure	Quantity Required	Unit Price	Total Cost
1	Base Bid Pricing (1)							
Total Base Bid cost per the scope of								
#1-1	FALSE	work defined within the documents	\$ 0	\$288,630	LS	1	\$ 288,630.0	\$288,630

HYDE ELECTRIC CORPORATION

							H.B. Frazer Company - Pennsylvania		Hyde Electric Corporation		Torino Inc		
							\$379,500		\$364,690		\$399,957		
							0		0		0		
							\$ 0		\$ 0		\$ 0		
#	Locked	Items	Selected	Lowest	Unit of Measure	Quantity Required	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	
1 Base Bid Pricing (1)													
#1-1	FALSE	Total Base Bid cost per the scope of work defined within the documents		\$ 0	\$364,690	LS	1	\$379,500	\$379,500	\$364,690	\$364,690	\$399,957	\$399,957