

**ZOOM MEETING OF THE BUSINESS AFFAIRS
COMMITTEE OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Wednesday, January 19, 2022– 9:00 A.M.**

TO: Members of the Business Affairs Committee of the Board of Trustees
FROM: Jacob Eapen
DATE: January 18, 2022
SUBJECT: Committee Meeting

A Zoom meeting of the Business Affairs Committee is scheduled for Wednesday, January 19, 2022 at 9:00 A.M. Please note that an Executive Session will follow the Public Session.

PUBLIC SESSION AGENDA

The Zoom information for the Public Session is as follows.

Join Zoom Meeting
<https://ccp.zoom.us/j/95172450332?pwd=Tk5jSVdHK05QU1BJQzdSSzErSUIYdz09>
Meeting ID: 951 7245 0332
Passcode: 8029
One tap mobile
+16465588656,,95172450332# US (New York)

Please note that Attachment A contains a spreadsheet that lists the vendor/consultant, the amount, and the source of funding which College Administration is seeking approval.

(1) HVAC and Plumbing Bid Results for the Library & Learning Commons Café (Action Item)

The College is completing the renovation of approximately 55,000 square feet within its interconnected Bonnell and Mint Buildings to create a new Library/Learning Commons space. As part of this renovation, approximately 2,400 square feet has been allocated for a Café with seating. Based on the Agreement with Saxbys, the College envisions a Café offering coffees and specialty drinks, grab 'n go sandwiches, snacks, and a panini-style warming oven.

The College did not receive any bids for the HVAC & Plumbing trades, therefore a new bid was initiated, RFP 10168. The solicitation was available on the 13th of December, followed by a PreBid Meeting on the 21st where there were 5 companies in attendance. Bids were due on the 11th of January, at which time College staff received three bids for HVAC and

three bids for Plumbing. The lowest responsible bidders were: HVAC: John Meehan & Sons at \$180,000; and Plumbing: John J. Bee, Inc. at \$137,500.

Staff are requesting that the Business Affairs Committee recommend to the Board of Trustees the approval to accept the bid results to the two lowest responsible bidders: John Meehan & Sons at \$180,000 for the HVAC; and John J. Bee Inc. at \$137,500 for Plumbing for the Library & Learning Commons Café. Funds will be provided from the Capital Budget.

(2) Six-Month Extension Agreement with Allied Universal Security Services (Action Item)

Allied Universal Security Services, AUS, a contracted security guard service provider, provides service at the Main Campus and Regional Center sites. AUS has completed a 5-year contract, and 2 extensions due to the COVID-19 pandemic. AUS has met the performance requirements and has been asked to provide a proposal to provide Main Campus as well as all Regional Center site security services for an additional 6-month term, until June 30, 2022. The cost will include guard services for all campus buildings, rovers, relief personnel, and management staff. The minimum wage will be \$15 per hour. In addition, the cost will include healthcare cost as allotted by SEIU collective bargaining agreements. The College will competitively bid this service during this extension term.

Staff are requesting that the Business Affairs Committee recommend to the Board of Trustees extending the service contract for six months until June 30, 2022 in the amount of \$775,000 with Allied Universal Security Services (AUS) for security at the Main Campus and Regional Center sites. The funds for the security services will be provided from the Operating Budget.

(3) Procurement and Installation of Security Cameras from ADT (Action Item)

In April 2017, the College issued an RFP for upgrading the CCTV systems as part of the Public Safety enhancements. Access Systems Integration was the lowest responsible bidder. ADT acquired Access Systems Integration and has been working with the College for the past several years installing and maintaining the College's CCTV system. ADT is currently under contract for full service maintenance of all cameras & software (Qoqnify) related to the operation of the cameras. The College has identified areas needing additional cameras to deter and monitor areas with high foot traffic and vehicle property. The staff/student parking garage on 17th Street needs camera upgrades as the current system is at end of life and not connected with the existing collegewide system. Additionally, the College needs security cameras for the Career and Advanced Technology Center and other critical areas.

Staff are requesting that the Business Affairs Committee recommend to the Board of Trustees the procurement of the security cameras from ADT at a cost of \$243,000 for installation and integration to the College's existing system. The funds for this purchase will be provided from the Capital Budget.

(4) Change Order for HDR for the Library & Learning Commons (Action Item):

HDR's proposal assumed a project scope of approximately 50,000 SF and based the fee accordingly. During the programming phase additional project scope was added in order to consolidate all of the learning labs including the Math Lab on the second floor and the Central Learning Lab. The original project scope only included the space currently occupied by the Library, the Library mezzanine, the FCTL, the Science and Health Learning Lab and the offices for Trio and Academic Connections. The FCTL and the offices for Trio were not able to fit within the original assigned footprint so additional space had to be added in to accommodate them. Currently the net assignable square footage of the project scope is at 64,600 SF which is an increase of about 29%. Additionally, the Student Academic Computer Center (SACC) Lab (currently on the second floor) and a Makerspace are now being incorporated into the Library and Learning Commons both of which were not part of the original scope outlined in the RFP. Although these do not increase the overall square footage, the requirements needed to include these spaces do add to the overall engineering design effort.

Although the project scope increased by 14,600 square feet, HDR agreed to accept a revised agreement based on 8,000 square feet for an additional amount of \$132,220 above the original amount of \$1,264,377. The revised adjustment fee increased fees to \$1,396,597 which was approved at the August 29, 2018, Business Affairs Committee meeting.

Due to unforeseen conditions with the Mint Building being over 100 years old, there was some redesign required on many aspects of the building. These conditions were not visible on the drawing sets provided as many areas have changed over time and some were not documented in the past. COVID-related issues, like supply chain, have caused this project to run past the estimated time for inspections and meeting allotments based on the original proposal. Contractor product substitutions late in the project have caused HDR to perform additional reviews and coordination efforts which have incurred additional costs as related to all of the above matters. HDR is asking for \$251,000 in compensation.

Staff are requesting that the Business Affairs Committee recommend to the Board of Trustees the approval of the revised agreement with HDR increasing the fees by \$251,000, which brings the total amount to \$1,647,597. The funds for this project will come from the Capital Budget.

(5) Procurement of Network infrastructure Equipment for CATC (Career and Advanced Technology Center) (Action Item):

The College has to install the network infrastructure for CATC given the anticipate opening in Fall 2022.

Routers and switches are network connecting devices. Routers are network layered and are responsible for analyzing the shortest path for a packet to traverse from one network

to another. Therefore, its primary objective is to act as a connector between networks. Switches help connect various input and output devices to one network. Router and switches have become an essential commodity for almost all fields of life requiring access to the internet or connectivity of a local area network (LAN). They form the steppingstones of data exchange and connectivity.

Pricing was obtained from SHI through COSTARS (Commonwealth of Pennsylvania's Cooperative Purchasing Program). Network Infrastructure for CATC (Cisco Routers, Switches and Wireless Access Points) total \$233,977 which includes three-year Maintenance & Support and excludes Professional Services.

Staff are requesting that the Business Affairs Committee recommend to the Board of Trustees to purchase the CATC Network Infrastructure Project at the total cost of \$233,977 from SHI, using Bond Proceeds, which includes three-year maintenance and support.

(6) Energy Procurement from AEP (Action Item):

The College's electricity agreement with Constellation Energy will expire in February 2022. Amerex Energy Service has been engaged as the energy broker for the College. Amerex conducted a competitive bid for electric capacity and distribution for all College buildings. Six suppliers submitted bids for 12 to 60-month contracts. CCP Administration reviewed the pricing received with the Office Sustainability, City of Philadelphia current rates. The AEP was the lowest responsible bidder for a 60-month contract. See Attachment B.

Staff are requesting that the Business Affairs Committee recommend to the Board of Trustees the procurement from AEP for a 60-month contract at the rate of \$0.05476 per kilowatt hours (kWh). The estimated annual expenditure for the energy procurement is \$800,000. The College will be using funds from the Operating Budget.

(7) Next Meeting (Information Item):

The next regularly scheduled meeting of the Committee is set for Wednesday, February 16, 2022 at 9:00 A.M.

EXECUTIVE SESSION

An Executive Session will follow the Public Session. The Zoom information for the Executive Session follows:

Join Zoom Meeting

<https://ccp.zoom.us/j/95840590592?pwd=Ylo1dTRLUU5YcC90Z1pqWW8ydHFCdz09>

Meeting ID: 958 4059 0592

Passcode: CCP

One tap mobile

+16465588656,,95840590592# US (New York)

JE/Im

Attachment

**c: Mr. Jeremiah White
Dr. Donald Generals
Ms. Marsia Henley
Mr. Gim Lim
Mr. Derrick Sawyer
Mr. Vijay Sonty
Mr. John Wiggins
Victoria Zellers, Esq.**

ATTACHMENT A
FUNDING FOR ACTIONS ITEMS

BUSINESS AFFAIRS COMMITTEE MEETING

AGENDA: JANUARY 19, 2022

Agenda No.	Vendor/Consultant	Amount	Source
1	John Meehan & Sons (HVAC)	\$180,000	Capital Budget
1	John J. Bee Inc. (Plumbing)	\$137,500	Capital Budget
2	Allied Universal Security (AUS) Services	\$775,000	Operating Budget
3	ADT	\$243,000	Capital Budget
4	HDR	\$251,000	Capital Budget
5	SHI	\$233,977	Bond Proceeds
6	AEP	\$800,000	Operating Budget

ATTACHMENT B

**Community College OF Philadelphia
Electric Pricing Summary**

Electric Pricing Summary

Date: 1/18/2022

State: PA

Current Contract Summary	
Supplier Name:	Constellation
Electric Rate (\$/kWh):	0.04285
Est. Annual Cost:	\$627,153
Pricing Structure:	Fixed All In
Contract End Date:	1/31/2022

New Contract Summary	
Proposed Start:	2/1/2022
Market:	PJM
# of Accounts:	9
Estimated Annual kWh:	14,636,000
Pricing Structure:	Fixed All in

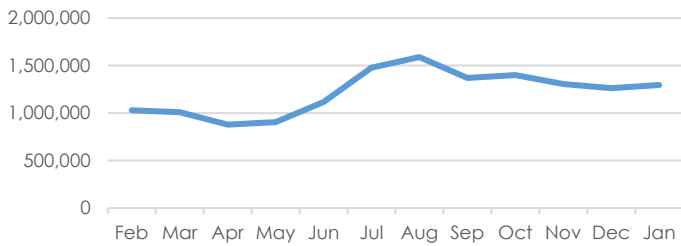
Lowest Price Offer Summary

Term (Mo.)	Rate (\$/kWh):	Supplier	Est. Annual Cost	Annual Impact (\$)	Annual Impact (%)	Term Impact (\$)
36	\$0.05562	Freepoint	\$814,054	↑ -\$186,902	↑ -30%	↑ -\$560,705
48	\$0.05473	Freepoint	\$801,028	↑ -\$173,876	↑ -28%	↑ -\$695,503
60	\$0.05476	AEP	\$801,467	↑ -\$174,315	↑ -28%	↑ -\$871,574

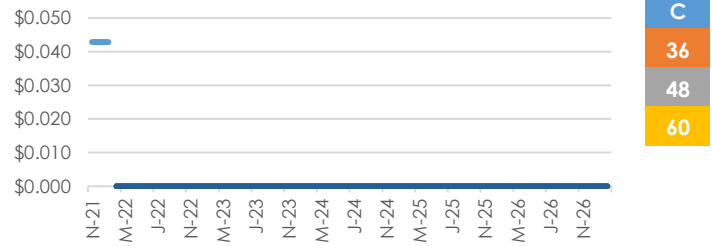
Offer Details

Supplier	36 Months	48 Months	60 Months			
Engie	\$0.05876	\$0.05795	\$0.05741			
EDF	\$0.05912	\$0.05825	\$0.05778			
Freepoint	\$0.05562	\$0.05473				
AEP	\$0.05680	\$0.05561	\$0.05476			

Historical Usage (kWh)



Energy Price Comparison (\$/kWh)



Notes

Fixed All In (with capacity and transmission adjustments)
10% add and delete language