

**AGENDA**  
**HYBRID MEETING OF THE BUSINESS AFFAIRS**  
**COMMITTEE OF THE BOARD OF TRUSTEES**  
**Community College of Philadelphia**  
**Wednesday, January 17, 2024 – 9:00 A.M.**

**TO:** Business Affairs Committee of the Board of Trustees  
**FROM:** Jacob Eapen  
**DATE:** January 10, 2024  
**SUBJECT: Business Affairs Committee Meeting**

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A hybrid meeting of the Business Affairs Committee of the Board of Trustees is scheduled for **Wednesday, January 17, 2024 at 9:00 A.M.** Participants and attendees may attend in person in the Isadore A. Shrager Boardroom M2-1 or *via* Zoom. The Zoom information for the Public Session is as follows:

**Topic: 01/17/2024 Hybrid Business Affairs Committee of the Board of Trustees – Public Session**  
<https://ccp.zoom.us/j/95280117408?pwd=NVO4WG5FQnMxeWNFTlIDa0gxNHpZdz09>

**Meeting ID: 952 8011 7408**  
**Passcode: 8029**

**PUBLIC SESSION**  
**AGENDA**

Please note that **Attachment A** contains a spreadsheet that lists the vendor/consultant, the amount, and the source of funding (i.e. Capital Budget, Operating Budget, Perkins Grant, or Bond Proceeds) which College Administration is seeking approval.

**(1) Garage Lighting Project (Action Item)**

This project was developed to enhance the safety and security of the parking garage on the main campus. The project consists of retrofitting all lighting fixtures to LED, exit egress signage, the garage sign, stairwell lighting and ramp, elevator and elevator lobbies, and entry lighting at the main garage located at 1700 Spring Garden Street. A lighting audit and recommendations report was provided to bidders as part of the RFP documents and was utilized as the basis for the bid.

The College issued solicited RFP #10201, via Pennbid, on November 22, 2023. The Pre-Bid was held on December 5, 2023 where three (3) bidders attended. There were two bids received: Hyde Electric Corporation in the amount of \$318,175, and Positive Wiring Electrical & Structural Cabling in the amount of \$398,899.07.

Staff requests that the Business Affairs Committee recommend to the Board of Trustees to award the contract to Hyde Electric Corporation in the amount of \$318,175 for the lighting upgrade to the Main Parking Garage. The project will be funded with capital funds.

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

The next meeting of the Business Affairs Committee is scheduled for Wednesday, February 21, 2024 at 9:00 A.M.

**EXECUTIVE SESSION**

An Executive Session will follow the Public Session. Discussions will center on contracts.

*The zoom information for the Executive Session will be provided in a separate email.*

JE/tn

c: Mr. Michael Soileau  
Dr. Donald Generals  
Mr. Gim Lim  
Ms. Marsia Henley  
Mr. Derrick Sawyer  
Mr. John Wiggins  
Ms. Victoria Zellers, Esq.  
Dr. Judith Gay, Vice President Emerita

**ATTACHMENT A**  
**FUNDING FOR ACTIONS ITEMS**

**MEETING OF THE BUSINESS AFFAIRS  
COMMITTEE OF THE BOARD OF TRUSTEES**

**AGENDA: January 17, 2024**

<b>Agenda No.</b>	<b>Vendor/Consultant</b>	<b>Amount</b>	<b>Source</b>
1	Hyde Electric Corporation	\$318,175	Capital Funds