

**AGENDA**  
**HYBRID MEETING OF THE BUSINESS AFFAIRS COMMITTEE**  
**OF THE BOARD OF TRUSTEES**  
**Community College of Philadelphia Wednesday,**  
**May 15, 2024**

**TO:** Business Affairs Committee of the Board of Trustees  
**FROM:** Jacob Eapen  
**DATE:** May 9, 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, May 15, 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:

**05/15/2024 Hybrid Meeting of the Business Affairs Committee of the Board of Trustees**  
**Public Session**

<https://ccp.zoom.us/j/92289995673?pwd=L1FLdW5OT0dsKzRCTWVWVnZlxFJkRdz09>

**Meeting ID: 922 8999 5673**

**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) Network Assessment and Vulnerability Study (Information Item)**

In January through February of this year we commissioned AccessIT Group to perform an audit of our network and investigate how the network is architected, how devices are connected, how the network is performing, and how safe the network is.

Upon completion of the study, a detailed report was presented with details of the potential risks and liabilities discovered within our network. The technical assessment included findings, observations, and recommendations. The goal of this assessment was to provide a clear, actionable data about the quality and success of CCP's current security measures. The report offers insights into the potential impact of security threats across the organization, giving the network security team the information needed to manage risks effectively.

The key steps include:

1. Developing a comprehensive asset map
2. Identifying security threats and vulnerabilities
3. Prioritizing risks according to severity
4. Developing security controls in response to risks
5. Documenting the results and creating a remediation plan

The Network Team has successfully mitigated all the critical, high, and medium findings presented in the study.

## **(2) Construction for Winnet Project (Action Item)**

The Winnet project includes the expansion, renovation and modernization of the existing 8,000 sq. ft. Student Services Space on the Winnet Building first floor to accommodate the needs of KEYS and One Stop programs. The old cafeteria will be designed to accommodate offices for diverse programs and student gatherings. The need is for KEYS, Women’s Center, Career Connections, MarcDavid LGBTQ, and the Office of Collegiate Recovery.

The College issued RFP #10206 On April 6, 2024 via Penn Bid. The Prebid meeting was held April 12, 2024 and 5 bidders attended. The College received 8 responses: below are the lowest responsible bidder fees by trade. See Attachment B.

• Torino Construction (General Construction)	\$1,602,659
• Royalty Construction (Fire Protection, HVAC, Plumbing, Electrical)	<u>\$1,302,570</u>
Grand Total:	\$2,905,229

Staff request that the Business Affairs Committee recommend to the full Board to award the above vendor along with their respective fees for a total of \$2,905,229. These funds will be paid from RACP funding and the Capital Budget.

## **(3) Bonnell Skylights (Action Item)**

Staff seeks approval for construction for replacement of the skylight system in Bonnell. The project includes the demolition and installation of a new skylight system over the lobby of Bonnell that connects to the Mint building. The existing skylight is showing signs of age and has reached its useful life.

The College issued RFP #10205 On May 7, 2024 via Penn Bid. The Pre-bid meeting was held March 28, 2024 and 6 bidders attended. The College received 2 responses. Below is the lowest responsible bidder. Please see Attachment C.

Staff request that the Business Affairs Committee recommend to the full Board to award GMI Construction in the amount of \$1,191,000 for General Construction. The Bonnell Skylight Project will be paid from RACP funding and the Capital Budget.

**(4) Grant Thornton (Information Item)**

In March 2024, Grant Thornton announced that they are partnering with New Mountain Capital, LLC, a New York based investment firm. Angelica Roiz, the partner for Grant Thornton, informed the College that there will be no changes in how they service the College.

New Mountain Capital will allow Grant Thornton to better position the firm to scale and make targeted investments in talent, technology, and infrastructure. The transaction is expected to close before June 30, 2024.

After the closing of the transaction between Grant Thornton and New Mountain Capital, there will be two separate firms. Grant Thornton Advisors LLC will provide business advisory and non-attest services. Grant Thornton LLP which CCP contracts with will continue to provide attest (audit) services except they will have a new investor partner, New Mountain Capital. CCP does not have a contract or arrangement with Grand Thornton Advisors for tax services.

Amendment no. 2 is to extend our contract for one final audit year FY 2023-2024. The extension also amended the term so they can assign our tax services to their new affiliate, Grant Thornton Advisors, LLC.

Staff requests that the Business Affairs Committee recommend to the full Board to approve the Grant Thornton amendments.

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

The next meeting of the Business Affairs Committee is scheduled for Wednesday, June 24, 2024 at 9:00 A.M.

**EXECUTIVE SESSION**

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

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

JE/tn

c: Ms. Mindy Possoff  
Dr. Donald Generals  
Mr. Gim Lim  
Ms. Marsia Henley  
Mr. Derrick Sawyer  
Mr. John Wiggins  
Dr. Judith Gay, Vice President Emerita

**ATTACHMENT A**  
**FUNDING FOR ACTION ITEMS**  
**MEETING OF THE BUSINESS AFFAIRS**  
**COMMITTEE OF THE BOARD OF TRUSTEES**

**AGENDA: May 15, 2024**

<b>Agenda No.</b>	<b>Vendor/Consultant</b>	<b>Amount</b>	<b>Source</b>
2	Torino Construction	\$1,602,659	Capital Budget & RACP
2	Royalty Construction	\$ 1,302,570	Capital Budget & RACP
3	GMI Construction	\$ 1,191,000	Capital Budget & RACP

## **ATTACHMENT B**

### **Construction for Winnet Project Bids**

	TORRADO	BEDWELL	EPGUIDI	JJB	HYDE	TORINO	ROYALTY	SMITH
Status	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost
<b>General Construction</b>								
Basket Total	\$ 1,998,400.00	\$ 2,342,479.00	\$ 1,687,539.00	\$ -	\$ -	\$ 1,602,659.00	\$ -	\$ 1,818,000.00
<b>Fire Protection</b>								
Basket Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,625.00	\$ -
<b>Plumbing Construction</b>								
Basket Total	\$ -	\$ -	\$ -	\$ 222,000.00	\$ -	\$ -	\$ 174,001.00	\$ -
<b>HVAC Construction</b>								
Basket Total	\$ -	\$ -	\$ -	\$ 396,000.00	\$ -	\$ -	\$ 173,897.00	\$ -
<b>Electrical Construction</b>								
Basket Total	\$ -	\$ -	\$ -	\$ -	\$ 1,276,600.00	\$ -	\$ 876,047.00	\$ -
<b>Grand Total</b>	\$ 1,998,400.00	\$ 2,342,479.00	\$ 1,687,539.00	\$ 618,000.00	\$ 1,276,600.00	\$ 1,602,659.00	\$ 1,302,570.00	\$ 1,818,000.00

**ATTACHMENT C**

**Bonnell Skylights Bids**

				GMI		Crystal Structures	
Status	Description	Unit of Measure	Quantity Required	Unit Price	Total Cost	Unit Price	Total Cost
<b>Base Bid Pricing</b>							
Success: All values provided	General Requirements (Other)	LS	1	\$ 0.00	\$ 0.00	\$ -	\$ -
Success: All values provided	Contractors Contingency	LS	1	\$ 0.00	\$ 0.00	\$ -	\$ -
Success: All values provided	Permits and Inspection Fees	LS	1	\$ 0.00	\$ 0.00	\$ -	\$ -
Success: All values provided	Insurance	LS	1	\$ 23,820.00	\$ 23,820.00	\$ -	\$ -
Success: All values provided	General Contractor's Fee (OH+P)	LS	1	\$ 0.00	\$ 0.00	\$ -	\$ -
Success: All values provided	Atrium Cleaning	LS	1	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -
Success: All values provided	Selective Demolition	LS	1	\$ 86,932.00	\$ 86,932.00	\$ -	\$ -
Success: All values provided	Metals	LS	1	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -
Success: All values provided	Wood and Plastics	LS	1	\$ 0.00	\$ 0.00	\$ -	\$ -
Success: All values provided	Thermal and Moisture Protection	LS	1	\$ 12,200.00	\$ 12,200.00	\$ -	\$ -
Success: All values provided	Metal Framed Skylights	LS	1	\$ 1,043,048.00	\$ 1,043,048.00	\$ 258,900.00	\$ 258,900.00
Success: All values provided	Glazing	LS	1	\$ 0.00	\$ 0.00	\$ -	\$ -
<b>Basket Total</b>					<b>\$ 1,191,000.00</b>		\$ 258,900.00
<b>Grand Total</b>					<b>\$ 1,191,000.00</b>		\$ 258,900.00

\*Crystal Structures did not submit the required documentation or give