

**COMBINED/HYBRID MEETING OF THE BUSINESS AFFAIRS
AND EXECUTIVE COMMITTEES OF THE BOARD OF TRUSTEES**
Community College of Philadelphia
Wednesday, March 18, 2026 – 9:00 a.m.

Present for the Business Affairs Committee: Ms. Mindy Posoff (presiding), Mr. Timothy Ford, Mr. Rob Dubow (*via Zoom*), Pastor Jonathon Mason (*via Zoom*), Mr. Harold Epps (*via Zoom*), Ms. Keola Harrington (*via Zoom*) and Mr. Michael Cooper (*via Zoom*)

Present for the Executive Committee: Ms. Mindy Posoff, Ms. Ajeenah Amir (*via Zoom*), and Mr. Harold Epps (presiding, *via Zoom*)

Present for the Administration: Dr. Alycia Marshall, Mr. Derrick Sawyer, Dr. Danielle Liautaud-Watkins, Dr. Shannon Rooney, Mr. Gim Lim, Mr. John Wiggins, Ms. Carolyn Flynn, Ms. Marsia Henley, Ms. Lisa Hutcherson, Mr. Seth Jacobson, Dr. Lisa Sanders, Mr. Moe Rahman, and Ms. Koi Stevens (*via Zoom*)

Guests: Mr. Andre Allen, Principal of Phoenix Capital Partners, LLP (*via Zoom*), Dr. Judith Gay, Vice President Emerita (*via Zoom*)

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

Business Affairs Committee Meeting Minutes

Ms. Posoff called the Business Affairs Committee meeting to order at approximately 9:00 am. Ms. Posoff thanked the General Counsel and Business and Finance staff for their efforts in preparing for the meeting.

Ms. Posoff reviewed the agenda items. She stated that the Committee is going to start off with an update about the underwriter of our upcoming bond issuance related to Community College of Philadelphia's \$20 million deferred maintenance project. Ms. Posoff stated that Mr. Andre Allen of Phoenix Capital Partners is the College's Financial Advisor, which is an independent advisory firm that specializes in municipal finance advisory services and was helpful in the College's last round of funding.

Ms. Posoff stated that after Mr. Allen discusses the funding, the Committee will have three items focusing on construction and facilities updates, another item regarding the College's Insurance Broker and the final item regarding Perkins funding.

Ms. Posoff stated after the Business Affairs meeting there will be an Executive Committee meeting for the approvals of the items, and then finish with an Executive Session to discuss personnel matters. Ms. Posoff asked Ms. Flynn to proceed with the first agenda item.

(1) Contract Award of Underwriter Services to PNC Capital Markets (Action Item):

Ms. Flynn stated that back in February 2026, Community College of Philadelphia received approval from Pennsylvania Department of Education (PDE) for \$20 million of capital application to upgrade deferred maintenance items, including a mechanical, electrical and plumbing infrastructure. Ms. Flynn stated that PDE would fund 50% of the bond as well as 50% of the annual costs and expenses associated with the bond. Ms. Flynn stated that the remaining portion would be financed internally. Ms. Flynn stated that the College has retained Mr. Allen to assist the College as a financial advisor related to the bond issuance. Ms. Flynn state that the College has issued an RFP (request for proposal) for underwriter services.

Mr. Allen stated the College did issue a request for proposal for underwriting services for this proposed bond issuance. The RFP was circulated on March 2, 2026 and responses came in on March 10, 2026. Mr. Allen stated that the College sent the RFP to 11 banks: WSFS Bank, PNC Capital Markets, RBC Capital Markets, JP Morgan Securities, Huntington Capital Markets, Loop Capital Market, Samuel A. Ramirez, Siebert Williams Shank, TD Financial Products, Truist Securities and Academy Securities. Mr. Allen stated that the College was able to cover all different segments of the underwriters within the market. Mr. Allen stated that five of the banks are national firms and three of those firms are minority firms. As well as one veteran firm. Mr. Allen stated that the College received six responses back: PNC Capital Markets, RBC Capital Markets, JP Morgan Securities, Huntington Capital Markets, TD Financial Products, and Academy Securities.

Mr. Allen stated the College focused on qualifications, relevant experience and personnel in addition to costs and fees and with that, the discussion really focused on two firms that being PNC Capital Markets and RBC Capital Markets. Mr. Allen stated both firms have experience with community colleges within Pennsylvania and Philadelphia in particular. Mr. Allen stated that PNC Capital Markets have served as an underwriter in the past for bond issues for the College. Mr. Allen stated that PNC Capital Markets have a share amount of experience with the College and they seem to be in line with the market.

Mr. Allen stated that PNC had the second lowest takedown at \$3.27 versus \$2.48 which was submitted by Academy Securities. Academy's proposal only focuses in as a co-manager and not necessarily a book runner who would lead this transaction. Mr. Allen stated that a few of the banks did not respond due to the size of this transaction and some of the banks are not as familiar with the College but the College wanted to make sure that they did capture a large audience to make sure the College was getting good market receptivity and making sure that those that the College considered would be able to provide the services required by the College.

Mr. Allen stated that the College is leaning towards PNC Capital Markets given their relevant experience. PNC Capital Markets are based in Pittsburgh and have a really good knowledge of Pennsylvania credit and markets and given their banking relationship and underwriting relationship with the College is what determined the selection.

Mr. Allen stated that Mr. Dubow asked a question back in December 2025 about a private placement or direct purchase. Mr. Allen stated that the College did inquire about that, but the banks that the College spoke to could really only go out for 20 years, which was the biggest challenge in their responses. Mr. Allen stated that the banks felt as though that the public offering would be the best route in terms of cost of capital. Mr. Allen stated that an average life around 10 years is a lot for these banks to go out with direct purchases. Mr. Allen asked if there were any questions with regards to the banks the College spoke to, the review process and the ultimate recommendation for selection.

Ms. Posoff asked before they go to questions could someone please tell the Committee who from the board and staff were part of the recommendation conversation. Ms. Flynn stated the review team included herself, Mr. Allen, Trustee Harrington, Mr. Derick Sawyer, Ms. Marcia Henley and Mr. Gim Lim were on the review committee.

Mr. Epps asked given PNC Capital Markets has a reasonably recognizable local presence here in Philadelphia, whether the College did any demographic analysis and what is the composition of the team. Mr. Allen stated that the team worked on the last two issues for College and the team is extremely experienced working with the College.

Ms. Harrington stated that PNC Capital Markets are local and one of the top firms that have the closest Philadelphia presence. Ms. Harrington stated that Mr. James Lanham, the lead of the team, formerly worked at the City of Philadelphia in the Treasurer's Office as the Deputy President is part of the team. As well as, Ms. Mary Kate Rogan formerly worked for the City of Philadelphia. Ms. Harrington stated that this factored into the assembling of the team. Mr. Epps stated he was very comfortable with the explanation. Ms. Posoff asked if the PNC team was for issuance or sales. Ms. Harrington stated that the team will lead both the issuance and sales of the bond. Mr. Dubow stated the PNC team would figure out the pricing and who to market.

Ms. Posoff asked what is the timing of the bond. Mr. Allen stated that the College put together a preliminary financing schedule and plan to price the bonds the week of May 11, 2026 and close by the end of May 2026. The College will need to make a debt service payment by June 15, 2026. Mr. Dubow asked why the College needs to get the first payment in by June 15, 2026. Mr. Lim stated that the first payment needs to be by June 15, 2026 for the capital project for this current fiscal year. Mr. Lim stated if the College pushed it until next year, it would be subject to the legislature's passing the budget. Mr. Lim stated the College already had expenses for this year. Mr. Dubow stated that he understands in terms of spending on the capital projects but wasn't sure why the timing of the debt service payment matters. Mr. Lim stated that the approval for the \$20 million capital project is for 2025-2026 so the first payment must be in this fiscal year.

Ms. Flynn stated staff is requesting that the Business Affairs Committee recommend to the Executive Committee of the Board of Trustees to award to PNC Capital Markets a contract for underwriter services. These funds will be coming from the operating budget.

Action: Ms. Posoff asked for a motion. Mr. Dubow moved and Mr. Ford seconded the motion to approve awarding the contract to PNC Capital Markets for underwriter services. The motion passed unanimously.

(2) Contract Award to ENFRA for HVAC Upgrades for CBI (Action Item):

Ms. Flynn stated in October of 2024, the staff requested to replace eight heat pumps and the Board awarded a contract for the replacements to PT Mechanical for \$143,000 approximately as stated in the agenda. Ms. Flynn stated, after that contract was awarded, the College's consultants identified underlying issues related to a clogged piping system that supplies the heat pumps. Ms. Flynn stated that underlying issue had to be resolved first before the College installed the heat pumps so there was a delay in getting them. Ms. Flynn stated, since October 24, 2025, PT Mechanical has gone out of business.

Ms. Flynn stated the College reissued the bid and received proposals from three different entities: ENFRA, DeWitt and Elliot Lewis. The lowest bidder was ENFRA. Ms. Flynn stated that ENFRA proposed to complete the project for the eight heat pumps for less than PT Mechanical. The price proposed by ENFRA was \$121,700, approximately \$20,000 less than the original price from PT Mechanical.

Mr. Wiggins stated ENFRA are a newer team to the mechanical world. Mr. Wiggins stated the ENFRA's overhead is not as high as other companies making the difference. Mr. Wiggins stated the heat pumps are over 20 years old and they have expanded their lifespan. Several spots of the pipes that have been fixed and the heat has been working, but would be better with these pumps. Mr. Wiggins stated that the College does have certain areas that need to be addressed, so that is why the College is requesting the eight pumps to be replaced.

Ms. Posoff asked if the underlying problem has been fixed and Mr. Wiggins stated that all of the piping has been replaced, so now the College is going into a clean situation. Mr. Wiggins stated that a clogged system is one of the issues that causes the heat pumps to fail early because the pipes get clogged and not enough water pressure is going through them, so as a safety measure the pipes either shut down or they fail. Mr. Wiggins stated that one of PT Mechanical's employee now works at ENFRA.

Mr. Epps asked for the demographics for ENFRA. Ms. Marsia Henley stated that she reached out to ENFRA, but has not yet heard back from them. Mr. Epps asked where ENFRA was located and Ms. Henley stated they are located in Glenolden, Pennsylvania in Delaware County. Ms. Posoff asked if any of the companies had a Philadelphia address. Mr. Wiggins stated that Dewitt has a Philadelphia address and Mr. Epps stated the Elliott Lewis's corporate headquarters is in Philadelphia. Mr. Cooper stated that Elliott Lewis is located in Northeast Philadelphia and they bought their land from PIDC.

Ms. Flynn stated the staff requests that the Business Affairs Committee recommend to the Executive Committee of the Board of Trustees to award a contract to ENFRA to replace eight heat pumps in the CBI building at the cost of \$121,700. These funds will be coming from the capital budget.

Action: Ms. Posoff asked for a motion. Mr. Cooper moved and Mr. Dubow seconded the motion to approve the award to ENFRA to replace eight heat pumps in the CBI building at the cost of \$121,700. The motion passed unanimously.

(3) Contract Awards for Contractor Services for Mint Building Restoration (Action Items A-E):

Ms. Flynn stated that agenda item 3 includes five different items. They are individual action items that have been grouped as one agenda item. Ms. Flynn stated all of these items are related to the sprinkler head activation incident that the College had previously discussed with the Business Affairs Committee that resulted in substantial water damage in the Mint building that occurred on January 24th, 2026. The water damage affected the carpeted surfaces, wall systems, HVAC and electrical infrastructure. Ms. Flynn stated that the College immediately sought and received emergency cleanup services due to the amount of water that needed to be immediately removed to prevent any additional damage. Ms. Flynn stated that the emergency services were completed by All Risk Inc. in the amount of \$191,205.26.

After that initial emergency cleanup was completed, there were a number of contractors who were consulted to evaluate the level of damage and who would be needed to make the repairs. Ms. Flynn stated it was determined that the College would need a general contractor, HVAC contractor, electrical contractor and life safety contractor. As part of that process, the College did walkthroughs with a number of different contractors to allow them to submit proposals as it relates to the repair work.

Ms. Flynn stated that Facilities and Construction Management teams are requesting to award the contracts to: Carr & Duff for the electrical work in the amount of \$146,800; general construction interior restoration to L&L Legacy in the amount of \$827,292.26; life safety contracting to Honeywell in the amount \$199,626.70; and HVAC to Flanagan in the amount of \$62,509. Ms. Flynn stated even though the \$62,000 amount for HVAC is under \$100,000, because the project itself is over \$100,000, the College is seeking approval for that amount as well.

Ms. Flynn stated that the College has been communicating with the facilities team and the insurance carrier on a weekly basis to ensure that all are part of the costs related to these damages are covered. Ms. Flynn stated the insurance carrier has provided the College with an advance of \$300,000, which will cover the All Risk Inc. invoice and then the remainder of the funds that the College has already received would go towards the other contractors. The total value of the restoration work for the Mint building is \$1,236,227.96.

Mr. Wiggins stated that the College solicited bids and walkthroughs with the above listed vendors. All of the vendors did a walkthrough at the same time asking questions. Mr. Wiggins stated the College did refine the scope so the vendors would bid at the same level. Mr. Wiggins stated the College would like to proceed with the contractors listed above as the lowest bidders. Most of the contractors have done work the College already, so the College is comfortable proceeding with them. Mr. Wiggins stated that the College would like to have all of the work done by the start of fall semester. Mr. Wiggins stated that Carr & Duff and L&L Legacy are minority contractors. Ms. Posoff asked if the College has worked with the vendors in the past and Mr. Wiggins replied yes.

Ms. Posoff asked about the College's deductible and if the College feels it will receive the money from the insurance provider. Ms. Flynn stated the College has a deductible of 100,000 for water damage. Ms. Posoff asked will the College get most of the money back and Mr. Sawyer replied yes.

Ms. Flynn stated the College has relocated any classrooms impacted by water damage to the CBI building for the moment, which included art and pottery classes. Dr. Sanders stated that there were plans for pottery throwing classes to occur in the summer, but the College has made adjustments so that students can take an equivalent course. It will be a substitute for the requirement for the students so they can seamlessly move through. Dr. Sanders stated if any student does not want that experience, the College has offered them refunds and alternatives to complete the degree. Ms. Posoff asked if this an opportunity to look for a different spot for these classrooms and the kiln. Dr. Sanders stated the College looked into going to PAFA or other places but logistically it was difficult and the classes require a sink and a certain kind of a floor.

Ms. Flynn stated staff is requesting that the Business Affairs Committee recommend to the Executive Committee of the Board of Trustees to award: item A, All Risk Inc. for emergency cleanup services for the mint building in the amount of \$191,205.26; Item B, Carr

& Duff, provide electrical contractor services for the Mint building in the amount of \$146,800; Item C, L&L Legacy to provide general construction and interior restoration services for the Mint building in the amount of \$827,292.26; Item D, Honeywell to provide life safety contractor services for the Mint building in the amount of \$199,626.70; and item E, Flanagan to provide HVAC contractor services for the Mint building in the amount of \$62,509.

Action: Ms. Posoff asked for motion to approve items A-E as stated. Mr. Ford moved. and Mr. Cooper seconded the motion to approve. The motion passed unanimously.

(4) Contract Award to L&L Legacy for Restoration Contractor Services for the Pavilion (Action Item):

Ms. Flynn stated agenda item number four is a contract award to L&L legacy for restoration contractor services for the Pavilion building. Ms. Flynn stated, on February 2nd, 2026, the College experienced a pipe rupture in the Pavilion building due to extreme cold weather conditions. The rupture resulted in significant water intrusion and extensive damage to the interior spaces. Ms. Flynn stated that All Risk Inc. was immediately called to provide emergency service due to the fact that All Rick Inc. already provided the emergency services in response to the Mint building and the College was very happy with the services they provided, which included water removal, drying, demolition of wet materials and mobile prevention. Ms. Flynn stated that All Risk Inc. services for the emergency restoration was \$34,499.

Ms. Flynn stated the College sought through its Construction Management team proposals of Costar-approved contractors to provide other restoration to the Pavilion building, which included the ceiling, floor and wall restoration. Ms. Flynn stated that costars sought proposals from LSN and L&L Legacy. L&L Legacy was the only contractor to submit a proposal to complete the restoration for \$86,917.25. Ms. Flynn stated the total amount for the project including the emergency mitigation services and the restoration services is \$121,416.25, and this is why the College is seeking Business Affairs Committee approval for the project. The funds will be coming from the capital budget. Ms. Flynn stated since the College's deductible for water damage is 100,000, the College did not make a claim related to this damage because the total amount is just over \$100,000.

Mr. Wiggins stated the College will not have leaks in the Pavilion building again because the College put in electrical baseboard heaters in the client cubes. Mr. Wiggins stated that L&L Legacy is most suited for the project because they had just completed the renovations in the Pavilion building a few months prior. L&L Legacy knows where all the material and spares that are hidden in the room. L&L Legacy should be able to move very quickly through this project.

Ms. Flynn stated staff requests that the Business Affairs Committee recommend to the Executive Committee of the Board of Trustees to award the contract to L&L Legacy for restoration services at the cost of \$86,917.25. These funds will be coming from the capital budget.

Action: Ms. Posoff asked for a motion to award the contract to L&L Legacy for restoration services at the cost of \$86,917.25. Mr. Ford moved and Mr. Cooper seconded the motion to approve. The motion passed unanimously.

(5) Renewal of Insurance Broker Contract with Willis Towers Watson (Action Item):

Ms. Posoff stated agenda item five is the renewal of the insurance broker contract with Willis Towers Watson. Ms. Posoff stated in the Business Affairs Committee prep meeting Mr. Ford, Ms. Flynn, Dr. Marshall, Mr. Wiggins, Mr. Sawyer and Mr. Lim discussed the process for reviewing contract renewals. Ms. Posoff stated as the College is in a transition period and looking to hire a new Vice President of Finance, the College wants to take the time to kind of plot out what is coming up so there is no rush. Mr. Ford stated that one of the things he is interested in for upcoming contract renewals with Willis Towers Watson, they are an existing partner of the College. Willis Towers Watson are already our insurance broker and the College is extending the existing contract with them. Mr. Ford stated he would like to explore parameters for when the College chooses to extend professional services agreements with existing partners versus when the College wants to bid out again just as a matter of practice and good policy, even if the College ends up selecting the existing partner again. Mr. Ford stated looking towards a longer horizon and looking more broadly at our contract renewals, he would like to have parameters in place for when the College chooses a straight extension with an existing partner and a policy the College can fall back on as opposed to when it is appropriate to send services out for bidding generally. Mr. Ford stated it is no harm or no foul on our existing partners, just as a matter of good practice and policy.

Ms. Posoff referenced Pastor Mason's prior comments to not go off and hurry up without understanding the parameters or the depth of relationships that we can have with our vendors.

Ms. Harrington asked who represents the College from Willis Towers Watson. Mr. Sawyer replied that Chris Schwyter is our broker. Ms. Harrington asked if he was located in Philadelphia and Mr. Sawyer replied that he is located in Delaware County, but comes to the College often to meet in person. Ms. Harrington asked if the team was local and Mr. Sawyer replied yes. Ms. Henley stated that Willis Towers Watson is located in Radnor, PA.

Mr. Sawyer stated that the College's insurance broker, Willis Towers Watson, contract will be expiring in June 2026. Mr. Sawyer stated that Willis Towers Watson's higher education practice provides the College with specialize expertise as it relates to assisting the College with placing and managing our insurance program, negotiating our coverages, providing claim advocacy when we have claims, and also helping with risk management matters. Mr. Sawyer stated the College is very pleased with Willis Towers Watson and they have been a great partner over the years. Mr. Sawyer stated that the College is recommending a three-year contract beginning of July 1, 2026 to extend the services through June 30, 2029, with two optional one-year renewals. Mr. Sawyer stated the fees for this contract are \$70,000 the first year, \$72,000 for the second year and then \$74,000 to respective years. Mr. Sawyer stated, if the College decides to do the two optional years, it would be \$76,000 each year.

Ms. Henley stated that the College has Policy#202 to address the contract extension and change orders and recommended reviewing it to see if the College needs to make changes or updates.

Ms. Flynn stated staff recommends that the Business Affairs Committee recommend to the Executive Committee of the Board of Trustees to approve of a three-year contract renewal with Willis Towers Watson Northeast Inc. for insurance brokerage and risk management services in the amount not to exceed \$216,000 for the period of July 1st, 2026

through June 30th, 2029 with two optional one-year renewals that would bring the total amount of the contract and the value of 368,000. These funds for this contract will be coming from the operating budget.

Action: Ms. Posoff asked for a motion to approve the contract with Willis Towers Watson as stated. Mr. Cooper moved and Mr. Ford seconded the motion to approve. The motion passed unanimously.

(6) Resolution to Authorize President Marshall to Approve Perkins Grant Purchases of One Hundred Thousand Dollars or Greater through June 30, 2026 (Action Item):

Ms. Flynn stated agenda item number six is new type of item for the Business Affairs Committee, so the College wants to provide some additional background related to the Perkins Grant. Ms. Flynn stated that the College is requesting a resolution to authorize Dr. Marshall to approve Perkins Grant purchases of \$100,000 or greater through June 30, 2026. Ms. Flynn stated that the College understands that the current policy requires Board approval of any purchases over \$100,000 or greater. Ms. Flynn stated as it relates to the Perkins Grant purchases, there are some defined terms and limitations as to when the College has to receive certain items between now and June 30, 2026, so the College is seeking this very time-limited resolution to be able to draw down as many Perkins funds as possible for the equipment and supplies that are needed before that date.

Dr. Sanders stated the College received substantial approval on December 18, 2025 of slightly more than \$2.9 million from Perkins. This necessitated the College getting new quotes for items because they have to be timely. Dr. Sanders stated the College has a number of approved programs under Pennsylvania Department of Education with CIP codes that allow the College to make purchases with Perkins funds. The criteria for purchases is very restrictive. For example, Dr. Sanders stated that last Friday the College received approval from the State to refurbish our practice rooms. Dr. Sanders stated it is a gray area because Perkins normally does not cover renovations, but because the rooms in the music space are soundproofing, they will cover the \$182,200 cost.

Dr. Sanders stated that in the process of getting the bids by the providers, the College realized that the next opportunity to take it to the Board for approval would essentially render it impossible to complete the project before June 30, 2026, so the College would like approval during this period of budget adjustment, because even though Perkins said yes to these specific items that we put in the application. Dr. Sanders stated the College is allowed under the grant to do a budget adjustment and seek approval through Harrisburg for other approved items, so this is a case Perkins gave us substantial approval at the end of December but the College would have to have everything in here by June 30, 2026.

Dr. Sanders stated that the College is working with Purchasing who have been amazing to expedite getting the things on campus in a timely fashion. Dr. Sanders stated that the College thought this would be a good solution. Ms. Flynn asked are there still other budget adjustment approvals that we are anticipated to receive between now and June and Dr. Sanders replied probably. Dr. Sanders stated that the College had to go back and submit all new quotes and some things are available. Dr. Sanders stated that Perkins grant is very strict, due to the fact, it is a federal grant that passes through the State. Even within CIP Codes, the College is only allowed to spend on certain items. Dr. Sanders stated that the College ask the State every two years to approve funding under particular CIP codes (which are program

codes), so the music, sound recording, music technology is an approved CIP code but not Humanities. Dr. Sanders stated that the College cannot buy anything for the Humanities program under Perkins Grant, so the College is adding CIP codes every two years.

Ms. Flynn stated for clarification to the Business Affairs Committee, that Perkins grant funds only relate to career and technical education programs, which is why humanities could not be included. Dr. Sanders stated that Perkins can be used for professional development purposes, for faculty teaching, but only in the State of Pennsylvania. Dr. Sanders stated that the College cannot send faculty to New Jersey for conferences under Perkins, so it is very tightly controlled. Ms. Posoff asked if the College has to show the invoices to get paid. Dr. Sanders stated that the College has to show the invoice and documentation. Dr. Sanders stated that is why the College is scrambling because when we submitted the application and got quotes the market has since changed, so the College is now dealing with different buying situations. Ms. Posoff asked Dr. Sanders is this why the College is asking to give Dr. Marshall's permission to be signing between now and June 30, 2026 for purchases of \$100,000 or more and Ms. Flynn replied correct.

Ms. Flynn stated for clarification, the College is required to show the invoices, but the College has to receive the items by June 30, 2026, which is why this is so time-sensitive and requires expediting what the College is proposing and what is included in the resolution for any purchases over \$100,000 be approved by Dr. Marshall between now and June 30, 2026. The College will provide routine lists to the Business Affairs Committee so they are updated as it relates to these items that would otherwise be approved by the Board, but with this resolution for that short period of time, the Committee would be authorizing President Marshall to make those purchases.

Mr. Ford stated just for discussion with the Business Affairs Committee under the College's contracting and obligations under the State's education code and policy number 202 requiring the Board to approve contracts over \$100,000, the Business Affairs Committee cannot outsource the fiduciary duty to do that as the board, but commends the College on coming up with the idea for a resolution under these circumstances to allow the College to act quickly and nimbly and having a resolution that puts appropriate guardrails only giving the President the authority through June 30, 2026 for approval from Perkins monies as opposed to operating the capital budgets. Mr. Ford stated that it is a good solution to take advantage of Perkins dollars this school year and this is a good way for us to act nimbly. Mr. Ford asked, since the College has to show the invoice to get Perkins dollars to pay for this, do the Perkins dollars pay the invoice or are we seeking reimbursement after the College has already paid it. Dr. Sanders stated that the College gets reimbursed by Perkins three times in a cycle.

Ms. Flynn stated staff recommends that the Business Affairs Committee recommend to the Executive Committee of the Board of Trustees to approve the resolution set forth in the agenda as Attachment C authorizing the College's President, Dr. Alycia Marshall to approve Perkins Grant funded purchases of \$100,000 or greater through June 30th, 2026, subject to the conditions set forth therein. Ms. Flynn stated just to specify the conditions we are talking about are the disclosures to the Business Affairs Committee and the limitations related to the Perkins Grant funded purchases.

Action: Ms. Posoff asked for a motion to approve the resolution as stated. Mr. Ford moved and Mr. Cooper seconded the motion to approve. The motion passed unanimously.

Ms. Posoff adjourned the Business Affairs Committee meeting at 9:54 am.

Chair Epps called the Executive Committee meeting to order at 9:55 am. Chair Epps requested that Ms. Posoff, who was present in the Board room, preside over the Executive Committee meeting.

(1) Based on the recommendations of the Business Affairs Committee, the Executive Committee of the Board of Trustees will motion on the following items (Action Items):

Ms. Posoff stated the since everyone was in attendance for the Business Affairs Committee Meeting morning, the College is asking for approval on: the contract with ENFRA; the contract with All Risk Inc. for Mint emergency services; the contract with Carr & Duff for Mint restoration; contract with L&L legacy for Mint restoration; contract with Honeywell for Mint restoration; contract with Flanagan for Mint restoration; contract with L & L Legacy for Pavilion restoration; approval of the contract with Willis Towers Watson; approval with the contract with PNC Capital Markets for the College's \$20 million bond issuance; and the resolution authorizing Dr. Marshall to approve the Perkins grants of \$100,000 or greater through June 30, 2026.

Action: Ms. Posoff asked for a motion to approve the items listed above. Mr. Ford moved and Mr. Cooper seconded the motion to approve. The motion passed unanimously.

Ms. Posoff stated that the Business Affairs and Executive Committees are going to have an executive session immediately after this meeting to discuss personnel matters.

Ms. Posoff adjourned the Executive Committee meeting at approximately 10:00 am.

ATTACHMENT A

**FUNDING FOR ACTION ITEMS MEETING OF THE BUSINESS AFFAIRS
COMMITTEE OF THE BOARD OF TRUSTEES
AGENDA: March 18, 2026**

Agenda Item No.	Vendor Consultant	Amount	Source
2	ENFRA	\$121,700	Capital
3A	All Risk Inc	\$191,205.26	Capital (fully reimbursed by insurance provider)
3B	Carr & Duff	\$146,800	Capital (anticipated full or partial reimbursement by insurance provider)
3C	L&L Legacy	\$827,292.26	Capital (anticipated full or partial reimbursement by insurance provider)
3D	Honeywell	\$199,626.70	Capital (anticipated full or partial reimbursement by insurance provider)
3E	Flanagan	\$62,509.00	Capital (anticipated full or partial reimbursement by insurance provider)
4	L&L Legacy	\$86,917.25	Capital
5	Willis Towers Watson	\$216,000 over 3 years; \$368,000 with 2 optional renewal years	Operating

ATTACHMENT C

COMMUNITY COLLEGE OF PHILADELPHIA

Resolution – Fiscal Year 2026-2027

Resolution for Executive Committee of the Board of Trustees to Authorize President, Dr. Alycia Marshall, to Approve Perkins Grant Funded Purchases of One Hundred Thousand Dollars (\$100,000) or Greater Through June 30, 2026

WHEREAS, on March 18, 2026, the Business Affairs Committee of the Community College of Philadelphia’s Board of Trustees approved a motion recommending that the Community College of Philadelphia’s Executive Committee to the Board of Trustees authorizes President, Dr. Alycia Marshall, to approve Perkins grant funded purchases of one hundred thousand dollars (\$100,000) or greater through June 30, 2026;

WHEREAS the College’s Purchases and Contracts Requiring Specific Board Authorization Policy (Memorandum #202) requires Board of Trustees approval for capital purchases with an annual cost of one hundred thousand dollars (\$100,000) or greater;

WHEREAS the College’s purchases that are made with Perkins grant funds are subject to rigorous state and federal oversight;

WHEREAS, as a condition for using Perkins grant funds for equipment and supplies for fiscal year 2025-2026, the College must receive all Perkins purchases by June 30, 2026;

WHEREAS, through June 30, 2026, staff hopes to expedite purchases of equipment and supplies that are approved for purchase under the Perkins grant, including items that are one hundred thousand dollars (\$100,000) or greater in value, to receive the items before June 30, 2026; and

NOW THEREFORE, be it resolved that, on this 18th day of May, 2026, the Executive Committee of the Board of Trustees hereby approves that:

1. The College’s President, Dr. Alycia Marshall, is authorized to approve Perkins grant funded purchases of one hundred thousand dollars (\$100,000) or greater through June 30, 2026.
2. College staff will present a list of the Perkins grant funded purchases approved by Dr. Marshall that are one hundred thousand dollars (\$100,000) or greater at each Business Affairs Committee meeting through June 30, 2026 for review by the Committee.

Harold T. Epps, Chair

Ajeenah Amir, Secretary