

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: Blanket Purchase Order Approval, Fiscal Year 2015

Board policy requires that blanket purchase orders be presented to the Board for approval at the beginning of each fiscal year. Blanket purchase orders with a dollar amount in excess of \$12,983 are listed separately for Board approval, in accordance with Administrative Guideline #6320A.

The attached blanket order list includes the vendor name, a description of the order, the dollar limit of the order, and the department and division responsible for the purchase. These orders cover the purchase of goods and services needed to maintain the program and may include emergency purchases. Purchases against these orders shall be made within Board Policy #2450, which contains Board approved standards for obtaining competitive quotes and sealed bids.

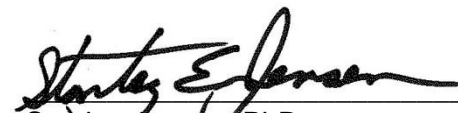
The College uses blanket purchase orders in the following ways: to make repetitive purchases of commonly used, low dollar value goods or services; to order standard materials or maintenance supplies which require numerous shipments; and to obtain more favorable pricing through annual volume commitments. In addition to lower purchase prices, the benefits of using blanket orders include: fewer requisitions and purchase orders issued; decreased demand for storage space for materials; reduced amounts of paperwork; and lower administrative costs.

RECOMMENDATION:

The College administration recommends that the attached Blanket Purchase Order List for Fiscal Year 2015 be approved, in accordance with Board Policy and Guidelines.



John S. Satkowski
Vice President of Financial Services



Stanley Jensen, PhD
President

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BID AWARD

SUBJECT: Concrete Walkway Repairs
Sealed Bid #15034


The College administration requests a contract for the labor, materials, equipment and services necessary to repair concrete walkways throughout the Main Campus. The repairs include saw cutting and removing damaged concrete walkways and replacing affected areas with a 6-inch thick sub-base and a new 6-inch thick reinforced concrete slab (total area is approximately 18,800 sq.ft.). Work also includes saw cutting and removing sidewalk ramps and installing new ramps that meet ADA requirements; curb removal and replacement as well as miscellaneous pavement repairs, site grading and restoration. The repairs will be completed before classes start in the fall. Plant fund accounts will be used for this work.

Bids were solicited under Sealed Bid #15034. After reviewing the bid results and interviewing low bidder, the project design team recommends an award to the low, qualified bidder. The bid results are tabulated below:

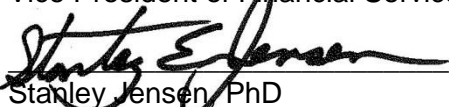
Firm	Base Bid
Hartwell Cement	\$ 174,493.75
D&S Contractors	223,554.75
Brenca Contractors	248,577.00
McEvoy Concrete	No Bid
A Land Construction	No Reply
B&B Concrete Placement	No Reply
D & G Building	No Reply
Dave's Contracting	No Reply
KM&M Cement	No Reply
Koala-T Construction	No Reply
P & F One Source Contracting	No Reply
Usztan	No Reply
Washtenaw Inc	No Reply

RECOMMENDATION:

The College administration recommends the award of a contract to Hartwell Cement Company in the amount of \$174,493.75 for Concrete Walkway Repairs, in accordance with the specifications of Sealed Bid #15034.



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CONTRACT AWARD

SUBJECT: Ellucian Student Planning Module

The College administration requests a contract for the purchase of a Student Planning software module from Ellucian, the developer of the Colleague software system used by the College. The Student Planning module is a web-based solution designed to help students clarify, plan, and track their course of study in order to progress more confidently to a degree. The solution also helps improve the quality of interaction between students and advisors, and enables institutions to map future course offerings more effectively. Student Planning integrates with all other modules in the Colleague software system, enabling automatic provisioning of students and population of courses and sections. In addition to leveraging the degree, communication, and planning features already available in Colleague, the solution provides new features and capabilities including: Pre-loaded degree plans; "On Track" and "On Time" student indicators for degree completion; Schedule planning and integration with registration functionality in HANK; a calendar-based schedule; Advisor approval workflow; Universal program and requirement browsing; Support for multiple advising models; and Registration on mobile devices.

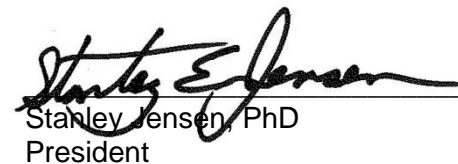
A perpetual license for the Student Planning software costs \$85,000. After credits and discounts that total \$50,385, the one-time charge for the module falls to \$34,615 (Note: One of the discounts offered (total of \$5635) applies only if a contract is signed on or before June 26, 2014). The annual fee for software maintenance and support totals \$22,365. These two charges will be billed to the College after July 1st and will fall into fiscal year 2015.

RECOMMENDATION:

The College administration recommends the award of contracts to Ellucian, Inc. in the amount of \$34,615 for the purchase of a Student Planning Module perpetual license and \$22,365 for annual software maintenance and support, in accordance with Ellucian Quote #H19:060314.



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BID AWARD

SUBJECT: Hitachi LCD Projectors
Sealed Bid #15128

The College administration requests a contract for the purchase of twenty-two (22) Hitachi CP-X4015WN LCD Multimedia Projectors, including a spare lamp for each projector. This order will replace and upgrade existing multimedia projectors in twenty-two classrooms across campus. These equipment upgrades are included in the College's Technology Plan. The Technology Investment Fund (TIF) provides 100% of the funding for this purchase.

Bids were solicited under Sealed Bid #15128. The bid results are tabulated below:

Troxell Communications	\$ 24,090.00
VSC Inc	24,784.98
Sehi Computer Products	26,620.00
B & H Photo Video *	20,526.00
Howard Technology Solutions	No Reply
Tech Depot	No Reply
Tekin Systems	No Reply


* The bid from B & H Photo Video failed to meet bid specifications. The firm substituted a different make and model projector that did not satisfy the College's requirements.

RECOMMENDATION:

The College administration recommends the award of a contract to Troxell Communications, Inc. in the amount of \$24,090 for the purchase of Hitachi LCD Projectors, in accordance with the specifications of Sealed Bid #15128.



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BID AWARD

SUBJECT: Pavement Maintenance Project
Sealed Bid #15148

The College administration requests a contract for the labor, materials, equipment and services necessary to perform pavement maintenance on parking lots and roads at the Main and East Campuses. Work includes catch basin repairs and pavement patching, crack sealing, and restriping. The patching portion of the project totals about 45,000 sq. ft. of asphalt patching on Main Campus (Base Bid A) and about 28,500 sq. ft. on East Campus (Base Bid B). On Main Campus, additional work includes some minor curb repairs and the resetting, resanding and sealing of brick paver repairs. The repairs will be completed before classes start in the fall. The administration and project engineers recommend accepting the following alternatives – Alternate 2: Replace two coats of traffic paint with thermoplastic tape for improved durability on high traffic sections of perimeter road on Main Campus; Alternate 3: Provide 11,000 sq. ft. of additional patching at East Campus. Plant fund accounts will be used for this work.

Bids were solicited under Sealed Bid #15148. After reviewing the bid results and interviewing low bidder, the project design team recommends an award to the low, qualified bidder. The bid results are tabulated below:

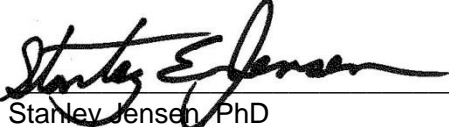
Firm	Base Bid A	Base Bid B	Alternate 2	Alternate 3	Total Bid
Al's Asphalt Paving	293,185.25	122,215.00	10,500.00	16,100.00	\$ 442,000.25
S & J Asphalt	306,560.00	142,490.00	15,000.00	38,500.00	502,550.00
Nagle Paving	433,092.50	170,166.00	10,000.00	44,000.00	657,258.50
Brencl Contractors					No Bid
Pavex					No Bid
Allied Construction					No Reply
B&B Concrete					No Reply
B & J Parking Lot					No Reply
Hartwell Cement					No Reply
McCarthy Construction					No Reply

RECOMMENDATION:

The College administration recommends the award of a contract to Al's Asphalt Paving Company in the amount of \$442,000.25 for Pavement Maintenance at the Main and East Campus, in accordance with the specifications of Sealed Bid #15148.



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BID AWARD

SUBJECT: Materials Joining Lab Renovation
Sealed Bid #15160

The faculty of the Industrial Technology Division request a contract for the labor, materials, equipment and services necessary to renovate the Materials Joining (Welding) Laboratory in the Technology Building. The scope of work entails a renovation of the existing Materials Joining Laboratory (approx. 3,478 sq. ft.), including upgrades to ventilation and electrical power systems, new lighting, new welding booths, revisions to fire alarm and sprinkler systems, and painting & hardware revisions. The repairs will be completed before classes start in the fall. The project architect and management team recommend accepting the following alternate – Alternate 5: Delete new door hardware & lockset adjustments. Construction fund accounts will be used for this work.

Bids were solicited under Sealed Bid #15160. After reviewing the bid results and interviewing low bidder, the project design team recommends an award to the low, qualified bidder. The bid results are tabulated below:


Firm	Base Bid	Alternate 5	Total Bid
Brencal Contractors	274,500	- 2,000	\$ 272,500
DeMaria Building	314,900	- 900	314,000
Usztan	316,250	- 1500	314,750
Spence Brothers	362,000	- 1,400	360,600
Kasco	399,500	- 830	398,670
Clark Construction			No Reply
Frank Rewold and Son			No Reply
George W. Auch			No Reply
W-3 Construction			No Reply

RECOMMENDATION:

The College administration recommends the award of a contract to Brencal Contractors, Inc. in the amount of \$272,500 for the Materials Joining Lab Renovation, in accordance with the specifications of Sealed Bid #15160.



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CONTRACT AWARD

SUBJECT: Ellucian Oracle to SQL Port License

The College administration requests a contract for the purchase of an Oracle to SQL Port License from Ellucian, the developer of the Colleague software system used by the College. The College currently uses an Oracle database management system for its Colleague system. The annual software license and support fees for the Oracle database total over \$149,000. By converting to a Microsoft SQL database, the College will eliminate this annual database license fee since SQL is already included in our Microsoft enterprise license. In addition, Ellucian is moving their applications to the Microsoft SQL platform, so compatibility with the Colleague system will be enhanced by converting to this database.


A perpetual term Oracle to SQL Port License costs \$85,000. After a discount of 40% (\$34,000), the one-time charge for the license totals \$51,000 (Note: The 40% discount applies only if a contract is signed on or before June 26, 2014). There are no additional fees for software maintenance and support. Ellucian offers SQL technical and implementation consulting services (estimated at 100 hours) for a cost of \$30,825.00. These services are only billed when used and IT Services anticipates that they will be able to perform much of the implantation work without a need for Ellucian consultants. The license and consulting charges will be billed to the College after July 1st and will fall into fiscal year 2015.

RECOMMENDATION:

The College administration recommends the award of contracts to Ellucian, Inc. in the amount of \$51,000 for the purchase of a perpetual Oracle to SQL Port License and in the amount of \$30,825 for SQL technical and implementation consulting services as needed.



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STAFF RECOMMENDATIONS

Recommended motion: Move that the following staff recommendations at HFC be approved:

Resignation (A-12)

Dorothy Rothgery, appointed 1/8/97, Health Sciences Division, Instructor, submitted 5/13/14, effective 7/2/14.

Retirement (B-12)

Donna Hartfiel, Receptionist/Clerk, Academic Advising, 27.5 years of service, effective 9/30/14.

Bruce Koldys, Library Associate II, Library, 32.5 years of service, effective 8/31/14.

Appointment (C-12)

Karen Elserly, 23127 Buckingham Street, Dearborn, 48128, Academic Affairs Assistant (Full-Time), Health Sciences, \$14.81 per hour, Step 4, effective 5/19/14, 10 Months.

Bushra Khandaker, 2345 Caniff Street, Hamtramck, 48212, Lab Associate II (Part-Time), Learning Lab, \$13.77 per hour, Step 1, effective 5/27/14, 12 Months.

Chester Merta, 3725 Academy, Dearborn, 48124, Campus Safety Associate II (Part-Time), Campus Safety, \$16.64 per hour, Step 5, effective 7/1/14, 10 Months.

Paul Monberg, 9025 Carter Drive, Saline, 48176, Campus Safety Associate II (Part-Time), Campus Safety, \$15.99 per hour, Step 4, effective 7/1/14, 11 Months.

James Petrena, 1854 Venice, Dearborn, 48124, Campus Safety Associate II (Part-Time), Campus Safety, \$15.99 per hour, Step 4, effective 7/1/14, 11 Months.

David Ryan, 3329 Culver, Dearborn, 48124, Campus Safety Associate II (Part-Time), Campus Safety, \$15.34 per hour, Step 3, effective 7/1/14, 11 Months.

Clayton Smith, 443 Frazier Street, River Rouge, 48218, Accounting Associate, Student Accounts, \$15.30 per hour, effective 6/2/14. This is a one (1) year pilot program in student collections.

David Tapp, 47583 Fox Court, Canton, 48187, Campus Safety Associate II (Part-Time), Campus Safety, \$16.64 per hour, Step 5, effective 7/1/14, 12 Months.

Timothy Wancha, 8561 Westchester Lane, Canton, 48187, Campus Safety Associate II (Part-Time), Campus Safety, \$17.28 per hour, Step 6, effective 7/1/14, 11 Months.

Gary Wojewuczki, 24520 Notre Dame, Dearborn, 48124, Campus Safety Associate II (Part-Time), Campus Safety, \$15.99 per hour, Step 4, effective 7/1/14, 12 Months.

Salary Change of Status (D-12)

Carole Sloan, Instructor, Humanities and Social Science Division, from MA60, Step 13, Schedule HFCC Federation of Teachers to Level PhD, Step 13, Schedule HFCC Federation of

Teachers; REASON: Completed requirement for PhD degree in exercise and sports science, effective 7/1/14.

Change in Classification (E-12)

Anthony Bitonti, from Instructional Technology, Multimedia Associate, to Multimedia Leader, Instructional Technology, effective 6/2/14, \$23.80 per hour, \$0.65 longevity, total \$24.45 per hour, Step 9, 12 Months; REASON: Reclassification per HFCC-SSA Reclassification Committee.

Katherine Grahl, from Associate Dean, Communications Division, Grade 1A, Step 8, HFCC Administrators' Association, to Instructor, Communications Division, MA, Step 13, Schedule HFCC Federation of Teachers; REASON: Return to faculty position; effective 7/1/14.

Thomas Leighton, from Engineer A, Salina Intermediate, to Facilities Engineer, Facility Services, effective 7/7/14, \$27.36 per hour, \$0.95 Long, \$0.12 Skills, \$0.10 License, \$0.32 Hours, total \$28.85 per hour, Step 4, 12 Months.

Karen Richards, from Counseling, Division Secretary, to Assistant to Associate Dean, Counseling, effective 6/2/14, \$20.25 per hour, \$0.50 longevity, total \$20.75 per hour, Step 9, 12 Months; REASON: Reclassification per HFCC-SSA Reclassification Committee.

Michael Sterling, from Grounds Leader, Facility Services to Custodial Leader, Facility Services, effective 6/30/14, \$19.74 per hour, \$0.85 longevity, \$0.12 in-service hours, total \$20.71 per hour, Step 10, 12 Months.