

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BOARD REPORT

SUBJECT: Volunteerism and Charitable Giving

Henry Ford College is known for its care and compassion by the communities in which it serves. Faculty, staff and students willingly perform acts of kindness and generously give donations for worthy causes. Volunteerism and charitable giving boosts the morale of faculty and staff as well as provide a level of personal satisfaction in making a difference in the lives of others.

Students are encouraged to participate in community service activities as a means of building character, strengthening ties to the community, and benefiting society as a whole. The mission of Henry Ford College is to transform lives and build better futures, and one way this is accomplished is through volunteerism. Our students are responsive, work collaboratively, show empathy and exercise critical thinking skills to make change happen. Engagement in the community, while attending Henry Ford College, enhances the learning and college experience of students. It shapes and strengthens their sense of social responsibility.

Listed are a few of the volunteer and charitable activities performed by Henry Ford College faculty, staff, student clubs, and student athletes:


- The Amnesty International Club raised and donated over \$500.00 for the Freedom House, a shelter for refugees.
- Student athletes representing softball, baseball, and men's and women's basketball teams conducted a sports clinic at O. L. Smith Middle School in Dearborn for approximately 70 selected students. The clinic focused on conditioning, life skills, and offensive and defensive skills.
- Staff Council sponsored the 18th Annual Toys for Tots, collecting over 400 toys to be delivered to small children from disadvantaged families.
- Members of the WINGS Mentoring Program helped young ladies at Vista Maria (a residential and outpatient therapy program for girls under 18), create vision boards and realize goals.
- The Lebanese American Heritage Club raised \$170.00 that was donated towards a turkey drive during the holiday season.
The Diversity Club collected hygienic items in support of the Ruth Ellis Center, an agency that serves the needs of runaway, homeless, and at-risk LGBT youth.
- Student athletes collected over 500 pounds of canned goods to assist the Child Development Center's food drive in support of Gleaners Community Food Bank.
- The Business and Computer Technology Division hosted the Fourth Annual Pajama Drive collecting over 50 pairs of new pajamas for COTS.
- The Student Veterans Association assisted with the collection of donations for the military care package project.
- The Child Development Center hosted St. Jude Trike-A-Thon raising over \$6,000.00 since 2008.
- Members of the Student Environmental Association volunteered to remove invasive species as part of an environmental project.

- Staff Council sponsored military care packages collecting over 1300 items, which made nine boxes that were sent to three military units overseas.
- The Baking Club donated gingerbread houses to the Children's Hospital and the Festival of Trees event.
- The Library staff hosted the 21st Annual Mitten Tree collecting over 200 gloves, mitten, hats, scarves and socks that were donated to COTS.
- The Student Nurses Association sponsored Coin Wars, an ongoing collection of coins, and donated funds to the Karmanos Cancer Institute and other charities.
- The Community Service Club held a clothing drive in support of the Salvation Army.
- Staff members organized the Toys for Spot Drive in support of the Dearborn Animal Shelter.
- Over 80 faculty, staff and students participated in the 22nd Annual Dr. Martin Luther King Jr. Day of Service, assisting with food packaging, making fleece blankets, painting, and other projects to help local agencies.
- The Community Service Club donated food to the Michigan Veterans-Detroit Shelter for their lunch program.
- The Student Nurses Association served food at the Cass Community Kitchen.
- Phi Theta Kappa donated candy and sponsored a table at "Track or Treat", a community service event.

Henry Ford College has created a culture of giving and continues to positively impact the community with various services on and off campus. As an institution of higher education, Henry Ford College makes it evident that teaching and learning goes well beyond the classroom in transforming lives.



Lisa Copprue, PhD
Vice President, Student Affairs



Stanley E. Jensen, PhD
President

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BID AWARD

SUBJECT: College Store Roof Replacement
Sealed Bid #15726

The College administration requests a contract for all labor, equipment, materials, tools, parts and services necessary to replace an existing shingle roof on the College Store with a metal panel roof. The College Store's roof leaks under conditions of heavy snow or rain and is subject to ice damming problems. Repair attempts over the years have had no lasting effect and the roof continues to deteriorate. Water leaks into the store space, floods light fixtures, and damages books and merchandise. The work under this contract includes: removing the existing shingle roof; installing ice and water shield to entire surface of prepared substrate; installing new fiberglass insulation; and installing a new Tremco TremLock VP metal roof and associated metal flashing details.

Bids were solicited under Sealed Bid #15726. After reviewing the bid results, the project design team recommends an award to the low, qualified bidder. The bid results are tabulated below:

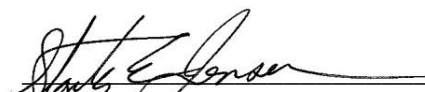
Royal Roofing	\$ 163,840
Lutz Roofing	184,000
Schena Roofing	224,400
Schreiber Corp	240,000
J D Candler Roofing	No Bid
Newton Crane Roofing	No Reply
Shain Roofing	No Reply

RECOMMENDATION:

The College administration recommends the award of a contract to Royal Roofing Co., Inc. in the amount of \$163,840 for the College Store Roof Replacement project, in accordance with the specifications of Sealed Bid #15726.



John S. Satkowski, JD
Vice President of Financial Services



Stanley E. Jensen, PhD
President

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BID AWARD

SUBJECT: Classroom Audio Visual Systems
Request for Proposal #15772


The College administration requests a contract for the labor, materials, equipment and services necessary to install upgraded Audio Visual Systems in the following classrooms: one classroom in the Fine Arts Building (Room F-110) and eleven classrooms in the Technology Building (Rooms E-126, E-127, E-131, E-156, E-167, E-175, E-176, E-180, E-184, E-236 & E-240). These audio visual upgrades follow the recommendations of the College's 2013-2018 Technology Plan. The Technology Investment Fund (TIF) provides 100% of the funds for the room in the Fine Arts Building. Federal Vocational Education Equipment Grant (Perkins) dollars provide 100% of the funds for the rooms in the Technology Building.

Proposals were solicited under RFP #15772. The results are tabulated below:


Tekin Systems	\$ 85,893.21
Thalner Electronic Labs	94,266.00
Troxell Communications	101,784.00
Great Lakes Multimedia Supply	No Bid
KLA Laboratories	No Bid
Bluewater Technologies	No Reply
Immersion Graphics	No Reply
Innovative Communications	No Reply
NBS Audiovisual Solutions	No Reply
Sound Engineering	No Reply
Sound Planning Communications	No Reply
Wiltec Technologies	No Reply

RECOMMENDATION:

The College administration recommends the award of a contract to Tekin Integrated Systems, Inc. in the amount of \$85,893.21 to install twelve (12) Classroom Audio Visual Systems, in accordance with the specifications of RFP #15772.



John S. Satkowski, JD
Vice President of Financial Services



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BID AWARD

SUBJECT: Intel Core i7 Computer Systems, Industrial Technology
Sealed Bid #15773


The faculty of the Industrial Technology Division requests a contract for the purchase of sixty-seven (67) Intel Core i7 Computer Systems with 19" LCD Displays and related components. The systems will be used by students in the following Technology Building computer labs: E-175 (21), E-176 (25), and E-240 (21). The new computers will replace older models in these locations. Existing computers in Room E-240 will be cascaded to replace older systems in other classrooms or instructor offices. The systems currently in Rooms E-175 and E-176 are too old to reuse and will be salvaged for parts and scrapped. Federal Vocational Education Equipment Grant (Perkins) dollars provide 100% of the funds for this purchase.


Bids were solicited under Sealed Bid #15773. The bid results are tabulated below:

Access Interactive	\$ 61,238.00
Canton Computers	62,906.30
Office Depot	71,615.63
KLA Laboratories	75,563.78
En Pointe Technologies	86,818.60
GovConnection	No Reply
Governor Business Solutions	No Reply
Howard Technology Solutions	No Reply
Information Systems Intelligence	No Reply
Kariba Systems	No Reply
PCMG	No Reply
Sehi Computer Products	No Reply
Southern Computer Warehouse	No Reply

RECOMMENDATION:

The College administration recommends the award of a contract to Access Interactive in the amount of \$61,238 for the purchase of sixty-seven Intel Core i7 Computer Systems and related components, in accordance with the specifications of Sealed Bid #15773.


John S. Satkowski, JD
Vice President of Financial Services


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BID AWARD

SUBJECT: ASCC First Floor Renovations Project
Sealed Bid #15879


The College administration requests a contract for the labor, materials, equipment and services necessary to renovate space in the southeast section of the first floor of the Andrew A. Mazzara Administrative Services and Conference Center (ASCC) to prepare the area for use by the College's Office of Development. The renovation of approximately 800 square feet of office area includes: replacing existing entrance doors, carpeting, and acoustic tile ceiling; installing new office partitions, general lighting, exit and emergency lighting, and fire alarm system devices; and revising the HVAC system and electrical system. The administration and project architect recommend accepting bid Alternate 1 that provides new 3/8" gypsum board in lieu of plaster skim-coat on walls in certain areas.

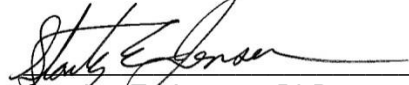
Bids were solicited under Sealed Bid #15879. After reviewing the bid results and interviewing the low bidder, the project design team recommends an award to the low, qualified bidder. The bid results are tabulated below:

Firm	Base Bid	Recommended Alternate	Total Base Bid with Alternate
DMC Consultants	61,360	+ 2,900	\$ 64,260
Envision Builders	69,517	- 225	69,517
DeMaria Building Company	72,900	+ 2,450	75,350
Kasco	77,900	+ 1,000	78,900
Usztan	78,150	+ 4,300	82,450
Elgin	84,100	+ 2,600	86,700
W-3 Construction	85,946	+2,753	88,699
Brenca Contractors	99,000	+ 2,300	101,300
Spence Brothers	107,800	+ 800	108,600
George W Auch Company			No Bid
Frank Rewold and Son			No Bid
Bernco			No Reply
Braun Construction Group			No Reply
Clark Construction			No Reply
Commercial Contracting			No Reply
AZ Shmina			No Reply
Superior Commercial Interior			No Reply
JS Vig Construction			No Reply

RECOMMENDATION:

The College administration recommends the award of a contract to DMC Consultants, Inc. in the amount of \$64,260 for the ASCC First Floor Renovations Project, in accordance with the specifications of Sealed Bid #15879.


John S. Satkowski, JD
Vice President of Financial Services


Stanley E. Jensen, PhD
President

STAFF RECOMMENDATIONS

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

Retirement (A-8)

Thomas Barkley, Facility Services, Engineer A, 31½ years of service, effective 1/31/15.

Fatme Berry, Enrollment Services, Enrollment Associate II, 23½ years of service, effective 4/30/15.

William Secrest, Social Science, Arts, and Fitness Division, Instructor, 27 years of service, effective 5/11/15.

Other Severance (B-8)

Erika Childress, Office of Human Resources, HR Assistant, effective 1/21/15; REASON: Termination – Failure to report to work.

Appointment (C-8)

Dewayne Black, 139 Winona, Highland Park, 48203, Food Service Associate, Hospitality, \$9.27 per hour, Step 1, effective 2/3/15, 10 Months.

Denise Sparks, 1600 S Liddesdale Street, Detroit, 48217, Accounting Associate, Financial Services, \$18.13 per hours, Step 4, effective 2/9/15, 12 Months.

Change in Classification (D-8)

Mary Szymanski, from Financial Services, Accounting Associate, to Accounting Analyst, Financial Services, effective 2/9/15, \$23.49 per hour, \$0.65 Longevity, \$0.12 Hours, \$0.54 Inc., total \$24.80 per hour, Step 9, 12 Months.

Salary Change in Status (E-8)

Patricia Lanzon, Instructor, Social Science, Arts, and Fitness Division, from MA60, Step 13, Schedule HFCC Federation of Teachers, to PhD, Step 13, Schedule HFCC Federation of Teachers; Reason: Completed requirement for PhD degree in educational psychology, effective 5/12/2015.