

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BID AWARD

SUBJECT: Landscape Maintenance Services
Sealed Bid #19715

The Executive Director of Facilities Services requests a contract for all equipment, materials and labor necessary to provide landscape maintenance services at the Main Campus, Welcome Center/SME and East Campus. Services at all locations include: spring and fall clean-ups; weekly lawn cutting, trimming, and removal of grass clippings and debris; bi-weekly lawn edging; monthly weeding and maintenance plant beds, stone beds, parking lots and sidewalks; and semiannual shrub trimming. Coverage at the Main Campus also includes monthly bioswale maintenance. This contract covers the 2019 growing season, from approximately April 1 to November 30. With the mutual consent of the College and the Contractor, the ensuing agreement may be extended for a maximum of four (4) additional growing seasons, subject to an annual review.


The College invited proposals under Sealed Bid #19715. The following bid tabulation shows the estimated annual cost for landscape maintenance services at each location.

Bidder	Main Campus	Welcome Center	East Campus	Total Bid
BrightView	\$58,800	\$14,588	\$18,984	\$92,372
Great Oaks Landscape	93,264	18,691	26,980	138,935
United Lawnscape	102,327	30,726	43,047	176,100
Backer Landscaping	165,520	36,207	39,477	241,204
D & B Landscaping	No Bid	No Bid	No Bid	No Bid
Brilar	No Reply	No Reply	No Reply	No Reply
Davey Tree Service	No Reply	No Reply	No Reply	No Reply
Owens Landscaping	No Reply	No Reply	No Reply	No Reply
Panetta's Landscaping	No Reply	No Reply	No Reply	No Reply
Professional Group - Grounds	No Reply	No Reply	No Reply	No Reply
VIVID Maintenance	No Reply	No Reply	No Reply	No Reply
WH Canon Company	No Reply	No Reply	No Reply	No Reply

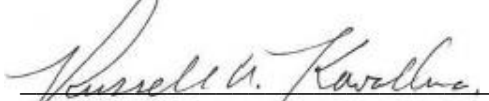
After reviewing the results and interviewing the low bidder, the bid evaluation team recommends an award to BrightView for all locations. BrightView is the current provider of landscape services at the Main Campus and has performed well for the past four seasons.

RECOMMENDATION:

The College administration recommends a contract award totaling \$92,372 to BrightView Landscapes, LLC for the Landscape Maintenance Services requested by Facilities Services, in accordance with the specifications of Sealed Bid #19715.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

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BID AWARD

SUBJECT: Emergency Lighting Inverter Replacement
Sealed Bid #19730

The Executive Director of Facilities Services requests a contract for the labor, materials, equipment and services necessary for the Emergency Lighting Inverter Replacement project. The project scope requires the selected electrical contractor to furnish and install a new single phase, 277-volt, 10 kVA central lighting inverter to replace an existing inverter of the same type in the Welcome Center complex. The existing inverter no longer operates reliably and cannot be repaired. An emergency lighting inverter protects a facility from power outages and electrical disturbances and it maintains power to operate emergency lighting fixtures at full-light output for 90 minutes to allow a safe evacuation of the building during a power outage.


The College invited proposals under Sealed Bid #19730. The bid responses appear below.

Quality Power Solutions – Option #2	\$32,950
Quality Power Solutions – Option #1	34,950
R Simon Electric	50,000
Power Plus Engineering (partnered with Quality Power Solutions)	No Bid
Bayview Electric	No Reply
Center Line Electric	No Reply
Conti Corporation	No Reply
Ferndale Electric	No Reply
J & J Electric	No Reply
Joe Pizik Electric	No Reply

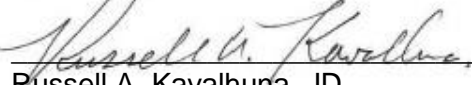
After reviewing the results, the bid evaluation team recommends an award to Quality Power Solutions for their bid option #2 that replaces the specified Myers Series E Inverter with an equal or better Staco Unistar SCLI 924 Inverter.

RECOMMENDATION:

The College administration recommends a contract award totaling \$32,950 to Quality Power Solutions for the Emergency Lighting Inverter Replacement project requested by Facilities Services, in accordance with the specifications of Sealed Bid #19730.



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CONTRACT AWARD

SUBJECT: Access Control System Upgrade – Phase 2

The Manager of Campus Safety requests a contract for the labor, materials, equipment and services necessary to replace and upgrade the College's existing Casi-Rusco access control system (card reader devices on entry doors) to a new access control system by Lenel, a unit of United Technologies Corp. The existing Casi-Rusco system is no longer manufactured or supported. Replacement parts are not available. After a lightning strike in August 2017, the majority of the Casi-Rusco access control system was replaced with Lenel components. This project includes three main campus parking lots and a total of ten buildings on both campuses and it completes the conversion of all remaining Casi-Rusco units to the new Lenel OnGuard system.

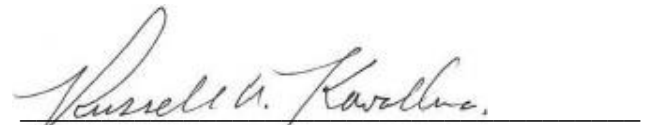
The recommended contractor, Security Corporation, has provided security integration products and services to businesses and institutions throughout the Midwest for over 40 years. Security Corp. is a well-established vendor with a strong record of installing, servicing, and updating HFC's access control systems and they completed in the first phase of the upgrade to the Lenel OnGuard access control system in October 2017. To maintain the integrity and consistency of the system, the College requests a sole source award.

RECOMMENDATION:

The College administration recommends a contract award totaling \$69,781 to Security Corporation for the Access Control System Upgrade requested by Campus Safety, in accordance with Proposal #10621-1-0 dated September 19, 2018.



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CONTRACT AWARD

SUBJECT: GroupWise to Office 365 Migration Consulting Services

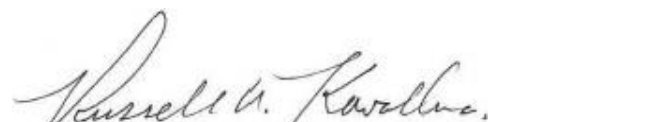
The Director of Network and IT Infrastructure requests a contract for the professional consulting services required to support the College's transition from its current Novell GroupWise e-mail platform to a Microsoft Office 365 system for e-mail, calendaring, and productivity tools. Under this agreement, the consultant will: 1) implement software (CloudMigrator) that extracts and converts all calendar, contact, and mail data the currently resides in GroupWise and 2) perform a complete migration of all faculty and staff mailboxes currently residing in the GroupWise system into the new Office 365 system.

The recommended consultant, Weisberg Consulting, Inc., is a local IT services firm that specializes in identity and access management, information security, and network consulting. They have significant experience in converting GroupWise accounts to other platforms in Michigan and the Midwest. The College has used Weisberg Consulting for software, hardware and network purchases and consulting services for over ten years; consequently, they have in-depth knowledge of our network and systems and will dedicate the firm's principal consultants to this project. The College requests a sole source award.

RECOMMENDATION:

The College administration recommends a contract award totaling \$26,080 to Weisberg Consulting, Inc. for the GroupWise to Office 365 Migration Consulting Services requested by Information Technology Services, in accordance with Weisberg Consulting Proposal dated October 8, 2018.


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Vice President of Financial Services


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President

STAFF RECOMMENDATIONS

Recommended action: Move to approve the following staff recommendations at HFC:

Appointment (A-4)

Roosevelt Belton, Lab Associate II, Learning Lab, \$15.99 per hour, Step 2, effective 11/20/18, 10 Months; Reason: Replaces Amanda Chahine who resigned.

Tracy Lee, Senior Teller, Student Accounts, \$16.69 per hour, Step 3, effective 11/20/18, 12 Months; Reason: Replaces Sirena Perkins who resigned.

Tracey Lewis, Academic Affairs Assistant, School of Science, Technology, Engineering and Mathematics, \$16.13 per hour, Step 4, effective 11/20/18, 12 Months; Reason: Replaces Denise Schulte who retired.

Retirement (B-4)

John Carroll, Counseling Division, Counselor, 39.5 years of service, effective 12/17/2018.

Stephen Himmel, Facility Services, Building Operator, 35 years of service, effective 12/31/18.

Debra Smith, Academic Affairs, Coordinator, 4 years of service, effective 1/31/19.

Michael Sterling, Facility Services, Facilities Leader, 34 years of service, effective 11/30/18.

Mary Szymanski, Financial Services, Accounting Analyst, 25.75 years of service, effective 12/31/18.

Resignation (C-4)

Gay Donaldson, appointed 5/22/18, Library Associate I (Part-Time), Library, submitted 11/5/18, effective 11/15/18.

Jenaca Sprinkles, appointed 9/15/15, Lab Associate II, School of Nursing, submitted 10/8/18, effective 12/03/18.

Tori Hart, appointed 7/1/17, Web Content and Designer, Web and Application Services, submitted 10/24/18, effective 11/02/18.

Other Severance (D-4)

Lori Steinbach, Human Resources, Generalist, effective 11/1/18; Reason: Termination – Unsatisfactory Performance.