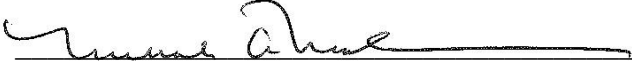


**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

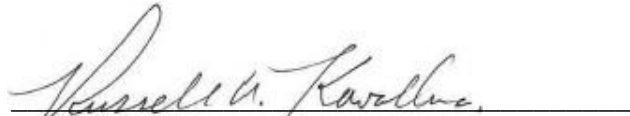
Board Report

SUBJECT: Inaugural Black Male Retention and Success Conference

On Saturday April 6, 2019, under the leadership of Dr. Calvin DaRonne Harvell, the Black Male & QUEENS Focus Group hosted the Inaugural Black Male Retention and Success Conference. Unofficially, there were 186 participants, 11 college and/or university admissions representatives and educational consulting firms, representing 6 states. Among the guests in attendance were Elders Dr. Henry J. Bowers and Baba Calvin L. Harvell, Board Trustee Hussein Berry, Vice President Dr. Michael Nealon, Local 1650 Faculty Union President John McDonald, and U.S. Attorney Matthew Schneider. Dr. Akil Houston, associate professor of Cultural and Media Studies in the Department of African American Studies at Ohio University served as the luncheon Keynote Speaker. Alumni of the Black Male Focus Group (Ohio University) traveled to Henry Ford College to support the current members of the group. There were 15 plenary sessions, and a meeting of the minds (final panel session) that discussed steps moving forward in the creation of a statewide initiative, to be housed at Henry Ford College, designed to increase Black Male Retention. Inquiries already have begun regarding next year's conference. For more information regarding the Black Male & QUEENS Focus Group please contact Dr. Calvin DaRonne Harvell at 313.317.1533 or kharvell@hfcc.edu.



Michael A. Nealon, PhD
Vice President of Academic Affairs



Russell A. Kavalhuna, JD
President

| | | | | | |
|---|----------------------|---------------------|----------------------|------------------------|----------------------|
| | | | | Board Report #4503 | |
| | | | | April 15, 2019 | |
| Henry Ford College | | | | | |
| Fiscal Year 2019-2020 | | | | | |
| Board of Trustees General Fund Report With Original Budget (SUMMARY) | | | | | |
| | | | | | |
| | | | | | |
| | FY 2018-2019 | Change From | FY 2018-2019 | Change From | FY 2019-2020 |
| | Adopted | Adopted to | Adjusted | Adjusted Budget | Original |
| Revenues | Budget | FY19-20 | Budget | to FY19-20 | Budget |
| Tuition and Fees | \$ 47,497,000 | \$ (875,000) | \$ 46,047,000 | \$ 575,000 | \$ 46,622,000 |
| Local Property Taxes | \$ 13,362,000 | \$ 267,000 | \$ 13,362,000 | \$ 267,000 | \$ 13,629,000 |
| State Appropriation | \$ 25,698,000 | \$ 615,000 | \$ 25,698,000 | \$ 615,000 | \$ 26,313,000 |
| Other Revenue | \$ 1,049,000 | \$ 226,000 | \$ 1,249,000 | \$ 26,000 | \$ 1,275,000 |
| Total Revenue | \$ 87,606,000 | \$ 233,000 | \$ 86,356,000 | \$ 1,483,000 | \$ 87,839,000 |
| | | | | | |
| Expenditures | | | | | |
| Instruction | \$ 35,151,096 | \$ (364,948) | \$ 34,126,310 | \$ 659,838 | \$ 34,786,148 |
| Administration | \$ 12,620,913 | \$ 793,051 | \$ 12,879,584 | \$ 534,380 | \$ 13,413,964 |
| Physical Plant | \$ 2,380,454 | \$ 20,822 | \$ 2,250,455 | \$ 150,821 | \$ 2,401,276 |
| Employee Benefits | \$ 21,696,124 | \$ 229,107 | \$ 21,725,569 | \$ 199,662 | \$ 21,925,231 |
| Total Personnel Costs | \$ 71,848,587 | \$ 678,032 | \$ 70,981,918 | \$ 1,544,701 | \$ 72,526,619 |
| | | | | | |
| Purchased Services | \$ 7,001,146 | \$ (588,256) | \$ 7,029,681 | \$ (616,791) | \$ 6,412,890 |
| Materials and Supplies | \$ 2,415,792 | \$ (906) | \$ 2,238,994 | \$ 175,892 | \$ 2,414,886 |
| Rent, Utilities, and Insurance | \$ 2,361,876 | \$ 182,375 | \$ 2,481,876 | \$ 62,375 | \$ 2,544,251 |
| Operating Expenses | \$ 1,672,859 | \$ (112,712) | \$ 1,615,584 | \$ (55,437) | \$ 1,560,147 |
| Mandatory transfers | \$ 734,796 | \$ 981,466 | \$ 819,796 | \$ 896,466 | \$ 1,716,262 |
| Capital Expenses | \$ 760,944 | \$ (101,999) | \$ 753,151 | \$ (94,206) | \$ 658,945 |
| Total Expenditures | \$ 86,796,000 | \$ 1,038,000 | \$ 85,921,000 | \$ 1,913,000 | \$ 87,834,000 |
| | | | | | |
| Total Revenues | \$ 87,606,000 | \$ 233,000 | \$ 86,356,000 | \$ 1,483,000 | \$ 87,839,000 |
| | | | | | |
| Excess Revenues/(Expenditures) | \$ 810,000 | \$ (805,000) | \$ 435,000 | \$ (430,000) | \$ 5,000 |
| | | | | | |

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BID AWARD

SUBJECT: Automotive Replacement Engines and Components
Sealed Bid #20140

The faculty of the Automotive Technology department requests a contract for the purchase of twenty (20) automotive replacement engines, twenty (20) engine stands and related engine and fuel-line components. Students will use these engines and components in class projects to build and rebuild engines. Federal and local dollars for the Federal Vocational Education Equipment Grant (Perkins) provide 100% of the funds for this purchase.

The College invited bid submissions under Sealed Bid #20140. The bid responses appear below.


| | |
|-----------------------|-------------|
| Jegs High Performance | \$46,647.92 |
| Fastime Racing | 48,559.60 |
| Engine Pro | No Reply |
| Jack Demmer Ford | No Reply |
| Summit Racing | No Reply |
| Trend Performance | No Reply |

RECOMMENDATION:

The College administration recommends a contract award to Jegs High Performance for \$46,647.92 for the purchase of Automotive Replacement Engines and Components requested by the Automotive Technology department in accordance with the specifications of Sealed Bid #20140.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BID AWARD

SUBJECT: Snap-on Automotive Tools
Sole Source

The faculty of the Workforce and Professional Development department requests a contract for the purchase of multiple sets of 32 different types of automotive tools and equipment from Snap-on Industrial. Students will use the hand tools, power tools, shop tools and diagnostic equipment in the Automotive Technology service experience labs. These labs provide a real world automotive service experience. Students in the service labs currently must share many tools thus limiting and restricting lab exercises and experiences. These additional sets will allow the scheduling of multiple vehicle service assignments within a single class period.

Snap-on Industrial designs, manufactures and exclusively distributes these products. A State of Michigan contract (MiDEAL Contract No. 180000000252) sets the prices for the items purchased. The College requests a sole source award.

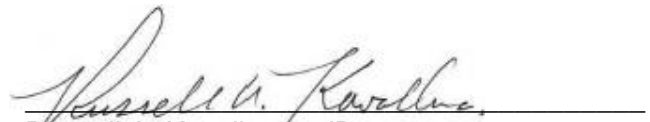
The cost of the requested automotive tools and equipment totals \$94,442.81.

RECOMMENDATION:

The College administration recommends a contract award to Snap-on Industrial. for \$94,442.81 for the purchase of automotive tools and equipment in accordance with Quote #CRM-001-319340315 dated March 1, 2019.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BID AWARD

SUBJECT: Upgrade HVAC Controls – Technology Building, Temperature Controls

The Executive Director of Facilities Services requests a contract for the labor, materials, equipment and services necessary to upgrade the heating, ventilation and air conditioning (HVAC) controls in the Technology Building. The HVAC equipment in a section of the 1995 addition to the building is controlled by a 24-year-old Titus control system. This Titus system has failed and needs replacement. Without a new control system, this section of the building will not have sufficient cooling and heating. The project requires two contractors – one to furnish and install the temperature controls system and another to furnish and install the necessary wiring, cabling and sensors. This contract award covers the temperature control work.

Facilities Services recommends installing a new BACnet Field Equipment Controller from Johnson Controls, Inc. (JCI). This controller integrates seamlessly with the College's existing JCI Metasys building automation system which will give Facilities significantly greater control over the affected area's heating and cooling than the old Titus system allowed. This section of the building will not be part of the upcoming renovation and addition project. Installing the replacement system now will not affect its long-term functionality.

Johnson Controls is the College's current provider of building controls and automation systems and is the sole producer and installer of the BACnet Field Equipment Controller system. The College requests a sole source award.

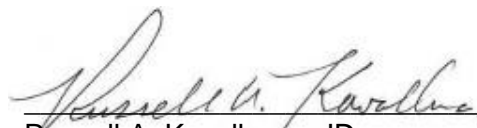
The cost to provide and install an upgraded HVAC control system in the affected area of the Technology Building and link it to the existing building management system totals \$41,500.00.

RECOMMENDATION:

The College administration recommends a contract award to Johnson Controls, Inc. for \$41,500.00 for the HVAC Controls Upgrade project requested by Facilities Services in accordance with the Johnson Controls Proposal dated March 12, 2019.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: Upgrade HVAC Controls – Technology Building, Electrical Work

The Executive Director of Facilities Services requests a contract for the labor, materials, equipment and services necessary to upgrade the heating, ventilation and air conditioning (HVAC) controls in the Technology Building. The HVAC equipment in a section of the 1995 addition to the building is controlled by a 24-year-old Titus control system. This Titus system has failed and needs replacement. Without a new control system, this section of the building will not have sufficient cooling and heating. The project requires two contractors – one to furnish and install the temperature controls system and another to furnish and install the necessary wiring, cabling and sensors. This contract award covers the electrical work.

Facilities Services and Johnson Controls, Inc. (JCI), the College's provider of building management systems, developed the scope of work required for electrical contractors on this project. The contractor shall remove the equipment, sensors, wiring, and cabling associated with the old HVAC controls system and install the corresponding new components for the upgraded system. This section of the building will not be part of the upcoming renovation and addition project. Installing the replacement system now will not affect its long-term functionality.

The College and JCI requested quotations for the electrical work from qualified contractors. The responses appear below.

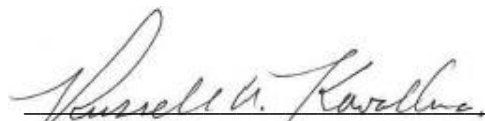
| | |
|------------------------------|-------------|
| R. Simon Electric | \$25,000.00 |
| Compass Technology Solutions | \$33,000.00 |
| Feyen Zylstra | \$62,342.50 |

RECOMMENDATION:

The College administration recommends a contract award to R. Simon Electric for \$25,000.00 to provide the electrical equipment, supplies and services needed for HVAC Controls Upgrade project requested by Facilities Services in accordance with the R. Simon Electric Quotation dated March 1, 2019.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: WinPRISM Cloud-Based Software License

The College Store Manager requests a contract for the purchase of a five-year subscription to a WinPRISM software package that includes WinPRISM/PrismCore, PrismCore in the Cloud, Prism Web software and related services. WinPRISM is a retail operating system used to manage store inventory, textbook and supply orders, point of sale transactions, and retail accounting functions. The software packages and services are products of PrismRBS – an affiliate of Nebraska Book Company. The College Store has used Nebraska Book Company as its prime source for used textbooks for over 30 years and more recently for digital books and book rental programs. The Store has used the WinPRISM software since 2011.

The current WinPRISM software package runs on servers and devices housed on campus. The software licenses will soon expire. The hardware needs regular maintenance by IT staff. The servers running the software are old and will soon need replacement. After investigating options to either upgrade the current, campus-based system or move to a cloud-based system hosted by PrismRBS, the College Store Manager and Director of Network and IT Infrastructure agree that moving to a cloud-based system hosted by the vendor will best achieve the goals of reliability, security and cost savings. Advantages of the cloud-based system include: automatic software updates performed by PrismRBS that will free IT and Store personnel to work on other tasks; reduced hardware maintenance costs; faster resolution of hardware and software problems that will improve customer service in the Store; and better data encryption and reduced risk of compromise that will improve the security HFC's network.


The recurring annual fee for all licensed software and hardware totals \$35,950. The cost is fixed for five years; therefore, the total cost for license fees over the five-year term equals \$179,750. The implementation cost to set up, install and integrate the cloud-based system totals \$11,923 and applies to the first year only.

RECOMMENDATION:

The College administration recommends the award of a contract to PrismRBS, LLC in the amount of \$35,950 per year for a five-year license to a WinPRISM software and hardware package and a contract in the amount of \$11,923 for one-time implementation services, in accordance with the PrismRBS Software License Agreement dated February 19, 2019.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

STAFF RECOMMENDATIONS

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

Resignation (A-9)

Cynthia Glass, appointed 1/10/11, Human Resources and Campus Safety, Vice President, submitted 3/15/19, effective 4/5/19.

Retirement (B-9)

Stanley Moore, Speech Instructor, School of Liberal Arts, 33 years of service, effective 5/7/19.

Kristin Olin-Sullivan, eInstructional Designer, E-Learning, 27 years of service, effective 5/31/19.

Craig Priskorn, Architectural Construction Instructor, School of Business, Entrepreneurship, and Professional Development, 36 years of service, effective 7/31/19.

Leave of Absence (C-9)

Valerie Kingins, appointed 12/12/95, Facilities Associate, Facility Services, effective 4/1/19; REASON: Involuntary Leave of Absence through 6/29/19.

Change in Classification (D-9)

Nathaniel Edwards, from Facility Services, Facilities Associate, to Building Operator, Facility Services, effective 4/16/19, \$17.30 per hour, \$1.28 Inc., total \$18.58 per hour, Step 3, 12 Months; promotion to replace Stephen Himmel who retired.

Brian Kirchner, from Associate Dean, School of Science, Technology, Engineering and Mathematics, Grade 1, Step 14, HFCC Administrators' Association, to Geology Instructor, School of Science, Technology, Engineering and Mathematics, PhD, Step 13, Schedule HFCC Federation of Teacher; REASON: Return to faculty position, effective 7/1/19.