

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BID AWARD

SUBJECT: Intel Core i7 Desktop Computer Systems
Sealed Bid #21227


The faculty of the School of Liberal Arts (SOLA) and the School of Science, Technology, Engineering, and Mathematics (STEM) request contracts for the purchase of seventy-eight (78) Intel Core i7 Computer Systems with Intel Core i7-10700K Processor, 16GB RAM, 250GB Solid State Drive, DVD-RW Drive, 22" LCD Display, and related components. SOLA will upgrade computers in two classrooms serving the English, English Language Institute, and World Languages programs: 27 systems in Room K-142 and 26 systems in Room K-227. STEM will update a computer lab in Room J-014 with 25 systems to support students in the Chemistry, Science and Pre-Engineering programs. IT Services will cascade the existing computers to replace older systems in other areas of the College and will salvage parts from any remaining computers. The Technology Investment Fund (TIF) provides 100% of the funds for this purchase.

The College solicited proposals under Sealed Bid #21227. The responses appear below.

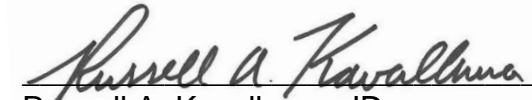
Sehi Computer Products	\$116,548.00
CDW-G	118,301.04
Canton Computers	122,275.14
Howard Technology	184,314.00
Staples	No Bid
B & H Photo Video	No Reply
SHI International	No Reply
Office Depot	No Reply
Logicalis	No Reply
Insight Public Sector	No Reply

RECOMMENDATION:

The College administration recommends a contract award to Sehi Computer Products, Inc. for \$116,548.00 for seventy-eight (78) Intel Core i7 Desktop Computer Systems as requested by the School of Liberal Arts and the School of Science, Technology, Engineering, and Mathematics, in accordance with the specifications of Bid #21227.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BID AWARD

SUBJECT: Chemistry and Biology Laboratory Renovations
Sealed Bid #21413

The Director of Facilities Services requests a contract for the labor, materials, equipment, and services necessary for the Chemistry and Biology Laboratory Renovations project in the Science Building. The project upgrades Chemistry labs in Rooms J-005 & J-009 and Biology labs in Rooms J-105 & J-109. The scope of work includes replacing flooring, laboratory casework, countertops, and sinks; upgrading gas piping; upgrading water and sanitary plumbing; relocating electrical services; installing new electrical outlets; and painting walls and door frames.

The College invited bid submissions under Sealed Bid #21413. The bid responses appear below. After reviewing the results and interviewing the low bidder, the project design team recommends an award for the four labs to the low, qualified bidder.

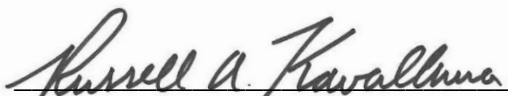
PGC Development	\$334,557.00
Kasco	398,500.00
Brenca Contractors	414,343.00
Albert M. Higley Co	461,240.00
Aristeo Construction	565,000.00
Bernco	No Reply
Elgin Builders Inc	No Reply
Envision Builders	No Reply
LaSalle Group	No Reply

RECOMMENDATION:

The College administration recommends a contract award totaling \$334,557.00 to PGC Development, LLC for the Chemistry and Biology Laboratory Renovations project as requested by Facilities Services, in accordance with the specifications of Sealed Bid #21413.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

BID AWARD

SUBJECT: 2022 Ford F-350 Super Duty Pickup Trucks
Sealed Bid #21413

The Director of Facilities Services requests a contract for the purchase of two (2) 2022 Ford F-350 XL Super Duty Pickup Trucks. Two different configurations will be ordered. A Regular Cab model will include an 8' snow plow and pickup cab rack. A SuperCab model will include an 8' snow plow, pickup cab rack, and liftgate. The two new pickups replace three old trucks in poor condition that will be traded-in: 1999 Ford F350 XL Dump Truck (inoperable), 2005 Ford F-350XL Pickup (limited to on-campus use only), and 2011 Ford F350 XL Pickup (inoperable).

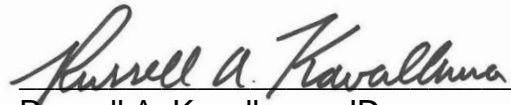
The College invited bid submissions under Sealed Bid #21413. The bid responses appear below.

Bidder	Ford F-350 SuperCab	Ford F-350 Regular Cab	Trade-in Value for 3 Vehicles	Net Total
Jack Demmer Ford	48,639.52	42,154.52	(1,500.00)	\$89,294.04
Jorgensen Ford Sales	48,416.00	41,555	(300.00)	89,671.00
Bill Brown Ford				No Reply
Fairlane Ford				No Reply
Gorno Ford				No Reply
North Brothers Ford				No Reply
Pat Milliken Ford				No Reply
Southgate Ford				No Reply
Village Ford				No Reply

RECOMMENDATION:

The College administration recommends a contract award totaling \$89,294.04 to Jack Demmer Ford, Inc. for two (2) 2022 Ford F-350 XL Super Duty Pickup Trucks as requested by Facilities Services, in accordance with the specifications of Sealed Bid #21413.


John S. Satkowski, JD
Vice President of Financial Services

Handwritten signature of Russell A. Kavalhuna in black ink.

Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: Festo Hydraulic and Pneumatic Trainers

The faculty of the Workforce and Professional Development Division requests a contract for the purchase of two (2) Festo Didactic TP501 Hydraulic Training Systems and four (4) Festo Didactic TP101 Pneumatic Training Systems for use in the Henry Ford College Early/Middle College Trade School Program. To better prepare students for success in the skilled trades workforce, deliver state of the art training to businesses, and expand its skilled trades curriculum, faculty selected this equipment to train students in hydraulic and pneumatic systems commonly used in power units, distribution equipment, and air conditioning systems. The trainers include object and project-oriented courseware.

The College's cost for the (2) Festo Didactic TP501 Hydraulic Training Systems and (4) Festo Didactic TP101 Pneumatic Training Systems, including associated tooling and parts, curriculum, training, and shipping, totals \$310,230.00. A workforce development grant from the Ralph C. Wilson Foundation provides 100% of the funds for this purchase.

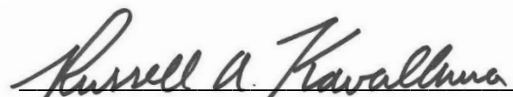
Festo Didactic SE is the sole manufacturer of these systems and has designated Advanced Technologies Consultants, Inc. as the sole authorized dealer for Festo products in the state of Michigan. A sole source award is requested.

RECOMMENDATION:

The College administration recommends a contract award to Advanced Technologies Consultants for \$310,230.00 for (2) Festo Didactic TP501 Hydraulic Training Systems and (4) Festo Didactic TP101 Pneumatic Training Systems requested by the Early/Middle College Trade School program, in accordance with ATC's quote dated April 23, 2021, revised May 2, 2021.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: Acoustic Analysis and Soundproofing System

The faculty of the Music and Recording Arts programs request a contract for the professional services, labor, materials, and equipment needed to upgrade the acoustic characteristics and soundproofing in the Vocal Booth Room in the Fine Arts Building, Room F-137. To remain competitive with music programs at other institutions, the College must continually upgrade equipment, software, and facilities. Music and Recording Arts students have limited access to due high demand for the one recording studio in the department. Improving the soundproofing and acoustic quality of the Vocal Booth room is most efficient way to provide greater capacity and access.

Memtech Acoustical Services, Inc. provided a quote totaling \$36,602.74 that includes acoustical engineering and noise isolation analysis, room design and product recommendations, materials, and installation. The Technology Investment Fund (TIF) provides 100% of the funds for this purchase.

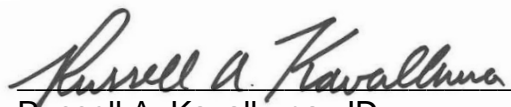
Memtech Acoustical Services is a local firm that specializes in acoustical and soundproofing engineering services, products, and installations. The company has extensive experience with schools, colleges, recording studios and soundstages, hospitals and medical offices, government agencies, and commercial and industrial firms. Purchasing and Facilities Services approve the firm. A sole source award is requested.

RECOMMENDATION:

The College administration recommends a contract award to Memtech Acoustical Services, Inc. for \$36,602.74 for Acoustic Analysis and Soundproofing System in the Vocal Booth Room requested by the Music and Recording Arts programs, in accordance with Memtech Acoustical Quote #N3884 dated July 29, 2021.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: Physics Laboratory Equipment

The faculty of the Physics department requests a contract for the purchase of additional bundles of sensors, probes, and equipment to use with fourteen (14) Pasco Scientific Mechanics 850 Systems purchased in January 2019. The Mechanics 850 System includes equipment to perform a wide variety of mechanics experiments. The additional bundles (14 of each type) will expand student learning opportunities to include experiments in: 1) Electromagnetism; 2) Waves, Optics and Thermodynamics; 3) Basic Optics; and 4) Spectrophotometry (to measure the intensity of reflected light and determine Brewster's Angle).

The cost of all equipment, supplies, software, manuals, and shipping charges totals \$87,887.00. The Technology Investment Fund provides 100% of the funding for this project.

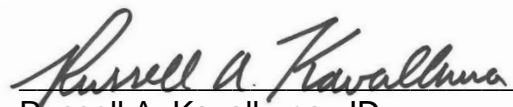
Pasco Scientific is the designer, manufacturer, and sole distributor of the requested products and software. The College requests a sole source award.

RECOMMENDATION:

The College administration recommends a contract award to Pasco Scientific for \$87,887.00 for the purchase of Pasco Scientific Mechanics 850 System Bundles requested by the Physics department, in accordance with Quote # QT118030 dated February 1, 2021.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: Qualtrics Survey and Analytical Software

The Vice President of Strategy and Human Resources requests a contract for the purchase of Qualtrics DesignXM Survey and Analytical Software for use by the Institutional Research and Reporting Department. The President's Cabinet approved the purchase of this survey software as part of the 2021-2022 College Operational Plan.


The Qualtrics DesignXM software provides institutions with a flexible survey platform add better insight and research before making critical decisions that might impact students and corporate customers, employees, new and potential hires, current and potential donors, public officials, and the community at large. The Cabinet, Information Technology Oversight Team, and Legal Services reviewed and approved this software purchase. The annual subscription for the DesignXM cloud-based software costs \$60,400.00 and one-time professional installation services cost \$4,625.00 for a first-year total cost of \$65,025.00.

RECOMMENDATION:

The College administration recommends a contract award to Qualtrics, LLC for \$65,025.00 for an annual subscription to DesignXM Survey and Analytical Software requested by the Institutional Research and Reporting department, in accordance with Quote # Q-1525963 dated June 28, 2021.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD
President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: Human Resource Management Software

The Vice President of Strategy and Human Resources requests a contract for the purchase of Human Resource Management Software including associated support and implementation services. The College currently uses a software package from Cornerstone to manage its employee recruiting, performance management, and employee education. Cornerstone was selected at the time of implementation because it was a partner with Ellucian – the College’s Enterprise Resource Planning (ERP) system. Cornerstone’s partnership/integration with Ellucian will be terminated effective January 31, 2022. Earlier this year, Ellucian identified NEOED as the software provider to replace Cornerstone. NEOED focuses exclusively on the education sector.

NEOED replaces Cornerstone’s current functionality and includes additional features that will streamline HR department operations and enhance the overall employee experience at HFC. Major new features include:

1. Insight Module: This module is an applicant tracking/recruiting system for the college and centralizes the process of attracting applicants, screening, and interviewing. Benefits include:
 - a. Career Site specifically focused on the education industry that will enhance the candidate experience and assist in attracting top talent to the College
 - b. Integrations with job boards like HigherEdJobs.com and diversity-centered job boards
 - c. Built-in rating matrices for search committee review of candidates
 - d. Integrations with the College’s background check system
 - e. Reporting and analytics for EEO, diversity, and inclusion initiatives, and to analyze time-to-hire
2. Onboard Module: This module takes the candidate from the offer letter through the new hire process completely online, replacing the current email/paper process that is in place today. Benefits include:
 - a. Customized workflows with assignments and due dates
 - b. A Self-Service Portal for all new hires for tax forms, employment forms, etc.
3. Learn Module: This module contains 1600+ courses for employee learning and development and includes the ability to customize or build courses as needed. Benefits include:
 - a. Education-specific courses, such as Title IX
 - b. A centralized platform to track training across the organization, while giving managers the ability to assign custom learning plans
 - c. The ability to configure and automate certification/license expiration reminders and overdue notifications

4. eForms: This module enables the HFC to automate forms for HR, management, and employees, create workflows, and obtain electronic signatures and storage.
5. Perform Module: This module automates the employee evaluation process for HR, the manager, and the employee. Benefits include:
 - a. A platform for providing continuous feedback to employees, establish individual employee goals, and measure progress
 - b. Electronic document storage
 - c. Automated workflows for different collective bargaining groups, based upon contract requirements
 - d. Reports and analytics on how employees and managers across the organization are performing, and where training may be required

Ellucian will deploy the software on a Software-as-a-Service (SaaS) basis so that the College does not have to purchase, install, maintain, or manage special hardware, software, or servers.

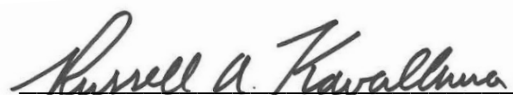
The table below shows the costs for the NEOED software subscription and conversion.

	Year 1	Year 2	Year 3
Software & Subscriptions	\$36,939	\$69,260	\$92,347
Implementation Services	\$41,266	\$0	\$0
Annual Total	\$78,205	\$69,260	\$92,347

RECOMMENDATION:

The College administration recommends a contract award to Ellucian, Inc. for a grand total of \$239,812 for a 3-year subscription to Ellucian Talent Management by NEOED as requested by the Human Resources department, in accordance with Ellucian’s quote dated August 3, 2021.


 John S. Satkowski, JD
 Vice President of Financial Services


 Russell A. Kavalhuna, JD
 President