

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

CONTRACT AWARD

SUBJECT: Steelcase Furniture – CIS and Cybersecurity

The faculty of the School of Business, Entrepreneurship, and Professional Development (BEPD) request a contract for the purchase of furnishings and materials for rooms E-186 and E-190 to create new computer laboratory setups for Computer Information Systems (CIS)/Cybersecurity courses. These two rooms were left vacant following the renovations and subsequent moves in Building E. Bringing these additional laboratories online will impact over 1,000 students currently enrolled in (CIS) programs.

The cost for all furniture, shipping, and installation totals \$129,255.30.

Steelcase Furniture products are used throughout the campus due to their quality, reliability, warranty, and long-term value. Steelcase offers the College exclusive educational discounts through a national contract with the Educational & Institutional (E&I) Cooperative Services and OMNIA Partners. Steelcase designated NBS Commercial Interiors as its exclusive dealer in eastern Michigan to service the College's account. The College requests Board approval for a sole source award.

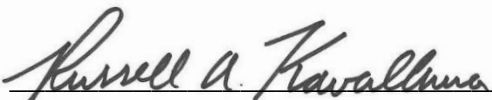
This purchase will be 100% funded by the Dingell Grant that Dr. Chatman, the Dean of BEPD, obtained.

RECOMMENDATION:

The College administration recommends a contract award to NBS Commercial Interiors for \$129,255.30 for the purchase and installation of Steelcase furniture requested by the faculty of the School of Business, Entrepreneurship, and Professional Development (BEPD), in accordance with Quote #379850 dated September 6, 2024.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD

**HENRY FORD COLLEGE
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BID AWARD

SUBJECT: Construction Services for the
Southeast Michigan Student Success Center
Request for Proposals #23485

The College administration authorized a Request for Proposals (RFP) to select a construction management firm (CM firm) to provide preconstruction professional services for the Southeast Michigan Student Success Center Project (project). The project includes renovations to Buildings A and B, the demolition of Buildings K and N, the move of the campus chiller system from below Building K to Building D, and the building of the new Southeast Michigan Student Success Center that will serve as the “front door” of the college. The CM firm must provide services in compliance with the specifications of the RFP and the guidance of the HFC Steering Committee.

The CM firm shall provide all professional preconstruction services necessary for a successful project, supply all services, tasks and products in conformance with the profession’s best practices, and work with the selected Architectural and Engineering Firm (Stantec). The CM firm will also work closely with Stantec to deliver a complete set of drawings and specifications to the College. Any aspect of the project that affects the building’s energy performance shall be aligned with the College’s Integrated Energy Master Plan (IEMP). The CM firm will immediately begin work with Stantec early in the project’s design phase and shall work closely with the college and Stantec in evaluating alternative designs and materials, value engineering, cost estimating, scheduling, and constructability reviews.

The College invited proposals under RFP 23485 and sent bid documents to 12 trusted construction firms, and the RFP was also posted on the Bidnet Direct website. The mandatory bidders conference was attended by 13 different firms, and the college received proposals from eight firms. The College used a two-stage process to review and select the Construction Management firm for the project.

In the first stage of the selection process, CM firms submitted proposals that detailed their history, personnel, qualifications and experience on similar projects. The seven-person HFC Selection Committee evaluated and rated the eight proposals to select the firms best qualified to perform on the project. The previously selected A/E firm, Stantec, also evaluated the proposals. This stage received the greatest share of points in the selection and scoring process (1,000).

The eight firms also included cost proposals in their response where the firms were asked to include a lump sum, not-to-exceed price for all pre-construction work. The Vice President of Finance and the Interim Purchasing Director evaluated and ranked each cost proposal on a 300-point scale. The table below shows the cost proposal totals from the eight firms.

<u>Company Name</u>	<u>Cost</u>	<u>Vendor Comments</u>
Clark Construction	\$75,738.00	None
Frank Rewold	\$144,900.00	None
Granger Construction	\$25,000.00	“We are eager to work with HFC as a new client; therefore, we are offering a considerable preconstruction discount.”
Rockford Construction	\$79,860.00	“Rockford is providing a reduced fee for preconstruction services from \$149,455.00 decreased to \$79,860.00, which will not be reflected in our level of effort and execution.”
Spence Brothers	\$78,246.00	“Repeat customer discount of \$52,164.00.”
Turner Construction	\$295,634.00	None
Walbridge	\$130,739.00	Walbridge shows a total hourly cost breakdown that totals \$230,739.00, but their not-to-exceed amount is \$130,739.00.
Wieland	\$111,699.00	None

The assigned point total for cost proposals was added to the scores from the Selection Committee. Here is a summary of the scores following the first stage of the selection process:

<u>Firm Name</u>	<u>Qualifications</u>	<u>Cost Score</u>	<u>Qualifications + Cost</u>
Maximum Points:	1,000	300	1,300
Clark Construction	922.63	275	1,197.63
Frank Rewold	840.38	250	1,090.38
Granger Construction	915.25	300	1,215.25
Rockford Construction	830.63	275	1,105.63
Spence Brothers	924.38	275	1,199.38
Turner Construction	918.38	200	1,118.38
Walbridge	925.63	250	1,175.63
Wieland	753.38	250	1,003.38

In the second stage of the evaluation, the HFC Selection Committee invited the top four firms (Clark Construction, Granger Construction, Spence Brothers, and Walbridge) to participate in on-site interviews. Firms qualified for the interviews based on the combined scores for their qualification statements and cost proposals (as shown above). The interviews focused on the firm’s understanding of the project and their approach to working with key individuals, groups and entities that have an interest in the project. Committee members rated each firm’s presentation on a 300-point scale.

The HFC Selection Committee used the combined ratings of the bidders’ qualification statements, cost proposals, and interviews to select the firm best qualified to provide Construction

Management Services for the project. The firm with the highest overall score is Granger Construction.

The average scores for each firm appear below.

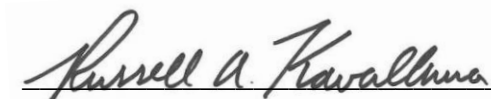
<u>Firm Name</u>	<u>Qualifications</u>	<u>Cost Score</u>	<u>Qualifications + Cost</u>	<u>Interview</u>	<u>Total Points</u>
Maximum Points:	1,000	300	1,300	300	1,600
Clark Construction	922.63	275	1,197.63	270.86	1,468.48
Frank Rewold	840.38	250	1,090.38		
Granger Construction	915.25	300	1,215.25	272.86	1,488.11
Rockford Construction	830.63	275	1,105.63		
Spence Brothers	924.38	275	1,199.38	266.86	1,466.23
Turner Construction	918.38	200	1,118.38		
Walbridge	925.63	250	1,175.63	177.00	1,352.63
Wieland	753.38	250	1,003.38		

RECOMMENDATION:

The College administration recommends a contract award to Granger Construction for an amount not to exceed \$25,000 for Construction Management Services for the Southeast Michigan Student Success Center (SEMSSC) project in accordance with the specifications of RFP 23485.



 John S. Satkowski, JD
 Vice President of Financial Services



 Russell A. Kavalhuna, JD
 President

**HENRY FORD COLLEGE
OFFICE OF THE PRESIDENT**

SUBJECT: Memorandum of Understanding (MOU) between the Henry Ford College Foundation and Henry Ford College and Revised Foundation Bylaws

The Vice President of Institutional Advancement & Executive Director of the Foundation requests approval on the MOU and the revised Foundation Bylaws.

It was determined that a signed MOU between the Foundation and College is required to memorialize the legal relationship and further to identify on an annual basis the support the College provides to the Foundation, including Foundation reporting requirements.

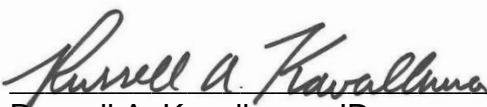
The main changes in the Bylaws would be (i) provisions that the Foundation Board will now appoint its directors; (ii) future amendments of the Bylaws will be made by the Foundation Board; (iii) the College's in-kind support of the Foundation will be detailed and listed on the IRS Form 990 annually; and (iv) the MOU will be reviewed every five years. The amendments also modernize language such as removing the words "Community College" from the Bylaws and clarifying the roles of the Emeritus Directors and the Executive Director.

RECOMMENDATION:

The College administration recommends the approval of the Memorandum of Understanding and the revised Henry Ford College Foundation Bylaws.



John S. Satkowski, JD
Vice President of Financial Services



Russell A. Kavalhuna, JD