

**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
January 16, 2007**

INDEX OF BOARD RESOLUTIONS

<u>Board Resolution#</u>		<u>Pages</u>
07-01-001	Tribute to Mr. Jeffrey Finlay	2-3
07-01-002	Retirement Recognition and Award of Bronze Medallion to Ms. Elaine Hart	4-5
07-01-003	Award of Contract, Montgomery Coalition for Adult English Literacy	6-7
07-01-004	Award of Contract, Professional Development Training Services	8-10
07-01-005	Capital Budget Fund Transfer, Takoma Park/Silver Spring Campus Expansion Project	11-12
07-01-006	Request for Supplemental Appropriation FY2007 Capital Budget – Takoma Park/Silver Spring Campus Expansion Project	13-14
07-01-007	Award of Contract, Construction Management Services, Cultural Arts Center, Takoma Park/Silver Spring Campus Expansion Project	15-16
07-01-008	Award of Contract, Construction Administration Services, Cultural Arts Center, Takoma Park/Silver Spring Campus Expansion Project	17-18
07-01-009	Award of Contract, Construction Trade Contracts, Cultural Arts Center, Takoma Park/Silver Spring Campus Expansion Project	19-25
07-01-010	Personnel Actions Confirmation	26-29
07-01-011	Adoption of the FY2008 College Operating Budget	30-31
07-01-012	FY2008 Budget Approval – Other Funds	32

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-001**
Adopted on: **1/16/07**

Agenda Item Number:
January 16, 2007

Subject: Tribute to Jeffrey I. Finlay

WHEREAS, the death on November 21, 2006 of Mr. Jeffrey Ian Finlay, who worked for the College as Grants Manager in the Office of Business Development and Grants for just over a year, has deeply saddened the College community; and

WHEREAS, during his tenure with the College, Mr. Finlay demonstrated tremendous enthusiasm about and commitment to the College's mission of "Changing Student Lives" and to the Business Development and Grants Office goals of increasing funding in support of this mission; and

WHEREAS, as a manager in the Business Development and Grants Office, Mr. Finlay demonstrated outstanding leadership in both the development and management of major federal and state grants for the College; and

WHEREAS, with Mr. Finlay's hard work and excellent research and organizational skills, the annual level of competitive grants revenue at Montgomery College more than doubled; and

WHEREAS, as a grants officer Mr. Finlay was highly regarded by his professional colleagues both within and outside of Montgomery College, and was active within the highly regarded national organization for development professionals, the Council for Resource Development; and

WHEREAS, he was an articulate advocate for community colleges and highlighted the excellence of Montgomery College and the wide array of opportunities afforded to students, faculty, and staff at the College in his daily interactions; and

WHEREAS, he facilitated the submission of a significant number of successful grant proposals by working effectively with College faculty and partner organizations including Montgomery County Public Schools; and

WHEREAS, Mr. Finlay contributed to the development of the model for the College's Make It Happen Innovation grants program and in so doing played a key role in supporting the continuing growth of creativity and innovation at Montgomery College; and

WHEREAS, he freely expressed his love for Montgomery College, brought humor, compassion and understanding to the workplace and was universally highly esteemed and well-liked by his colleagues; and

WHEREAS, Mr. Finlay's untimely death represents a profound loss for friends and colleagues at Montgomery College that loved, respected and admired him; and

WHEREAS, the President of the College recommends that the Board adopt the following resolution; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere sorrow at the passing of Mr. Jeffrey Finlay and extend their deepest sympathy to his family, friends, and colleagues; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting and that a copy be presented to the family of Mr. Jeffrey I. Finlay.

CRN:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-002**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

Subject: Retirement Recognition and Award of Bronze Medallion to Ms. Elaine L. Hart

WHEREAS, Ms. Elaine L. Hart has served Montgomery College with dedication and distinction for twenty-one years and retired from the College as of November 30, 2006; and

WHEREAS, in her capacity as Management Information Systems' Coordinator for Workforce Development and Continuing Education (1985 - 2006), Ms. Hart contributed significantly to the development of the College through her technical knowledge, resourcefulness, and willingness to assist students, faculty, staff, and members of the business community, in ways above and beyond her assigned roles; and

WHEREAS, throughout her College career Ms. Hart projected a professional, positive, and service-oriented image, while demonstrating outstanding managerial and effective problem-solving and decision-making skills; and

WHEREAS, Ms. Hart assumed a leadership role in many program areas that continue to be significant areas of service today, including contract training program processes for tracking; establishing systems for WD&CE part-time faculty contracts and payments; working with the Maryland Higher Education Commission to seek state funding for programs/courses offered through noncredit; and setting high standards for operational staff working with students and program staff; and

WHEREAS, Ms. Hart received an Outstanding Service Award (1989), Special Recognition Awards (2006, 2004, 2002, 1999, 1998, 1997, and 1996), Sustained Service Awards, and team awards throughout her twenty-one years at the College and assumed a primary role in creating the operational component of WD&CE for the College; and

WHEREAS, Ms. Hart oversaw the creation of hundreds of noncredit course offerings that served several hundred thousand learners that wanted additional educational opportunities; and

WHEREAS, Ms. Hart earned and maintained the professional respect of her peers through her tireless work efforts and ethics; positive can-do attitude; and honest, generous, inclusive, and nurturing spirit; and

WHEREAS, she served on several campus and college wide committees, including the Academic College Calendar Committee; and

WHEREAS, she willingly provided extra effort and time outside of normal working hours to ensure her responsibilities were carried out effectively and with clarity for staff, students, and instructors; and

WHEREAS, her commitment to her work was evidenced in the efficient manner in which she carried out her duties, as reflected in her overall high ratings on her performance evaluations, and complimentary letters from staff and instructors; and

WHEREAS, the President of the College recommends this public recognition of Ms. Hart on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Ms. Elaine Hart for her valuable contributions and service to the College, and also extend to her their best wishes for many happy and productive retirement years; and be it further

Resolved, That Ms. Elaine Hart is awarded the Bronze Medallion in recognition of her distinguished service and as an expression of gratitude by the College for her exceptional dedication and professional commitment to further the goals of the College; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution and the Bronze Medallion be presented to Ms. Hart.

CRN: abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: _____
January 16, 2007

MONTGOMERY COALITION FOR ADULT ENGLISH LITERACY

BACKGROUND

The Montgomery Coalition for Adult Literacy and English as a Second Language (MCALESOL) was created in FY2005 in response to recommendations in the County Council's Task Force on Adult ESL Services. Its purpose is to strengthen the collaboration, coordination, and capacity building among the various service providers engaged in providing English as a Second Language educational programs.

Montgomery College has served a facilitating role by housing MCALESOL in our facilities and by providing fiscal and operating services. The Coalition was established with an advisory board and a director, who was hired and paid by the College. The County has provided funding to the College for MCALESOL. The intention of this arrangement has been for the Coalition to reside in the College for three fiscal years and then to launch itself as a separate nonprofit 501(c)(3) entity.

In December, 2006, the advisory board of the Coalition was granted 501(c)(3) status and is preparing for independent operation. The name has been changed to Montgomery Coalition for Adult English Literacy, Inc., (MCAEL) and the advisory board will become the organization's board of directors with full legal and fiscal responsibilities.

College administrators are working with the MCAEL board to determine the terms and timeline of the transition, which is envisioned to be fully complete by June 30, 2007. The details of the transition will be delineated in a memorandum of understanding between the College and MCAEL. It is expected that the MOU will be completed on or about January 31, 2007. During the transition period during this fiscal year, MCAEL must be established as a sole source vendor in order for the College to disperse MCAEL funds for their administration.

RECOMMENDATION

It is recommended that the Board of Trustees approve the MCAEL as a sole source vendor.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS

Dr. Cain
Ms. Dimon
Mr. Moore
Mr. Payne
Mr. Sears

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-003**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

Subject: Montgomery Coalition for Adult English Literacy

WHEREAS, the Montgomery Coalition for Adult English Literacy, Inc., (MCAEL) was established to strengthen the collaboration, coordination, and capacity building among the various service providers engaged in providing English as a Second Language educational programs; and

WHEREAS, the MCAEL has operated successfully within Montgomery College since fiscal year 2004; and

WHEREAS, the MCAEL has applied for and received recognition as a 501(c)(3) nonprofit organization with its own board of directors; and

WHEREAS, the MCAEL funds for fiscal year 2007 currently reside within the College's budget; now therefore be it

Resolved, that the Board of Trustees approves the Montgomery Coalition for Adult English Literacy, Inc., as a sole source vendor in order that the College funds for this program be transferred to the Coalition; and.

Resolved, that the Board of Trustees authorizes the President or her/his designee to enter into a memorandum of understanding with MCAEL in order to define the terms of the organization's transition to independence.

CRN:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: _____
January 16, 2007

**AWARD OF CONTRACT, PROFESSIONAL DEVELOPMENT TRAINING SERVICES,
BID NO. 407-001**

BACKGROUND

Consistent with the College's commitment to professional development for faculty and staff, the Chief Human Resources Officer has requested multiple contract awards for the provision of training and professional development consultant services. The Center for Professional Development (CPOD) is responsible for providing innovative training and development opportunities, services and solutions to enhance the knowledge, skills, and abilities that support continuous learning. Course offerings can range from communication skills development, diversity training, personal and career development to leadership and management training. During the academic year over 200 different training and development classes are offered to faculty and staff. CPOD foresees expanded growth of faculty and staff professional development opportunities and has determined that there is a need to retain a cadre of external professional development trainers, consultants, and subject matter experts who offer professional development for a wide range of topics.

On July 12, 2006, a Request for Proposal (RFP) was issued and (44) forty-four responses including (5) five "no bids" were received in August 2006. An evaluation committee consisting of CPOD staff reviewed and ranked the proposals based on established criteria. Awards were made to multiple vendors in four categories: (1) leadership, management and supervision; (2) professional and personal effectiveness; (3) Human Resources law; and (4) organizational development consulting and leadership coaching. Awards were determined based on technical merit and meeting College requirements including price (see attached list of twenty-four (24) awardees). Contract work will be based on the vendor's ability to meet the training needs, delivery time, and price. The estimated annual amount is \$50,000 for all contracts, dependent upon need and funding availability. All competitive sealed proposals valued above \$25,000 require Board approval.

RECOMMENDATIONS

It is recommended that the Board of Trustees award multiple contracts for professional development training and consulting services to 24 companies (see attached awardees), for a one-year term, beginning January 2007, for an estimated annual amount of \$50,000, dependent upon actual need. It is further recommended that the contracts be renewed for four additional one-year terms, under the same terms and conditions, provided services and contributions are satisfactory, funding is available, and is in the best interest of the College.

BACK-UP INFORMATION

Board Resolution	
Bidders List	(Board members only)
Bid Summary	(Board members only)
Awardees List	(Board members only)

RESOURCE PERSONS

Ms. Lawyer
Mr. Moore
Mr. Sorrell
Ms. Wormack

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-004**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

Subject: Award of Contract, Professional Development Training Services, Bid No. 407-001

WHEREAS, the Chief Human Resources Officer has requested multiple contracts for professional development training and consulting services for the professional development of College faculty and staff efforts; and

WHEREAS, the Director of Procurement certifies that specifications were developed by appropriate College staff; and the Chief Business Officer certifies that funds are available in the FY2007 Operating Budget; and

WHEREAS, pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), Request for Proposals were publicly advertised in a County newspaper on July 12, 2006, and mailed to (12) twelve vendors, and downloaded from the College Procurement Web site by 171 companies; 44 responses were received, publicly opened, read aloud, and recorded, beginning at 3:00 p.m. on August 3, 2006; and

WHEREAS, upon evaluation, it was determined that responses submitted by Aspect Associates, LLC, Baltimore, MD; Business Health Services, Baltimore, MD; Center for Strategic Management, Columbia, MD; Columbia Research Group, LLC, Columbia, MD; Falcione Consulting Group, Rockville, MD; FiveL Company, Glyndon, MD; Glimmerglass Consulting & Training, Silver Spring, MD; Golden Opportunity, Inc., Rockville, MD; HR Anew, Columbia, MD; Hunt International, Baltimore, MD; International Training Consortium, Gaithersburg, MD; John Antonishak, Mount Airy, MD; Leah M. Joppy & Associates, Derwood, MD; Leadership Outfitters, Inc., Kensington, MD; Marva Goldsmith & Associates, Inc., Greenbelt, MD; PowerfulWork, Inc., Bethesda, MD; Professional Management Consulting, Pikesville, MD; Sharon Dyson, Greenbelt, MD; The HR Group, Inc., Marietta, GA; The Nolan Group, Joppa, MD; Transformation Strategies, Inc., Hyattsville, MD; University Consulting and Training Services, Baltimore, MD; Westover Consultants, Bethesda, MD; and Workforce Innovations, Inc., Hunt Valley, MD, were ranked as the highest proposals meeting College requirements including price and are therefore responsible bids; and

WHEREAS, competitive sealed proposals valued above \$25,000 require Board approval; and

WHEREAS, the President of the College recommends the following action; now therefore be it

Resolved, That contracts be awarded for professional development training and consultant services to 24 vendors as listed on the attached, for a one-year term, beginning January 2007, for an annual estimated amount of \$50,000, dependent upon actual need; and be it further

Resolved, That these contracts be renewed for four additional one-year terms under the same terms and conditions, provided services and contributions to the College are satisfactory, funding is available, and is in the best interest of the College.

CRN:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: _____
January 16, 2007

**CAPITAL BUDGET FUND TRANSFER
TAKOMA PARK CAMPUS EXPANSION PROJECT**

BACKGROUND

In accordance with County fiscal procedures, the Board is authorized to transfer funds among College projects within the Capital Budget. Additional funds are needed in the FY 2007 Takoma Park Campus Expansion Project to provide sufficient funds for contract awards and related project expenses for the construction of the Cultural Arts Center. Construction bids for the Cultural Arts Center came in significantly higher than anticipated. The mechanism to provide the necessary funds is a combination of capital budget fund transfers (\$2,600,000) and a supplemental appropriation (\$1,300,000) from the Major Facilities Capital Projects Fund. The supplemental appropriation is a separate item on the Board's January agenda.

A total of \$2,600,000 in fund transfers to the Takoma Park Campus Expansion Project from a total of five (5) other capital projects is required. The funds for the transfers have been identified as follows: Information Technology \$1,300,000; Planned Life Cycle Asset Replacement (PLAR) \$250,000; Life Safety \$250,000; Macklin Tower Alterations \$400,000; and Planning, Design, & Construction \$400,000. These multi-year "level of effort" projects currently have sufficient account balances to accommodate the fund transfers without seriously delaying or deferring work planned for FY 2007 and FY 2008. No more than 10% of the total appropriation can be moved from a project and the amounts to be moved are within that parameter.

RECOMMENDATION

It is recommended that the Board of Trustees approve the transfer of \$2,600,000 from the Information Technology; Planned Life Cycle Asset Replacement; Life Safety, Macklin Tower Alterations; and Planning, Design and Construction capital projects to the Takoma Park Campus Expansion capital project to provide sufficient funds for contract awards and related project expenses for the construction of the Cultural Arts Center on the Takoma Park/Silver Spring Campus.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSON(S)

Mr. Capp
Mr. Moore
Mr. Sorrell

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-005**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

Subject: Capital Budget Fund Transfer, Takoma Park Campus Expansion Project

WHEREAS, in accordance with College policy on the Capital Budget, a movement of funds between projects authorized in the Capital Budget must be consistent with County fiscal procedures authorizing such transactions, and the County has indicated that the Board is authorized to transfer a maximum of 10% from any one College project to projects within the College's Capital Budget; and

WHEREAS, additional funds totaling \$2,600,000 are needed in the Takoma Park Campus Expansion Project for contract awards and related project expenses for the Cultural Arts Center due to higher than anticipated construction bids; and

WHEREAS, funds are available in the FY2007 Capital Budget Information Technology; Planned Life Cycle Asset Replacement; Life Safety; Macklin Tower Alterations; and Planning, Design and Construction projects that can be used for this purpose; and

WHEREAS, the Chief Business Officer certifies that the funds are available in the FY2007 Capital Budget for this transfer and also certifies that the amounts to be transferred are within the 10% limit; and

WHEREAS, the President of the College recommends the following action; now therefore be it

Resolved, That a total of \$2,600,000 from the Information Technology (\$1,300,000); Planned Life Cycle Asset Replacement (\$250,000); Life Safety (\$250,000), Macklin Tower Alterations (\$400,000); and Planning, Design and Construction (\$400,000) projects in the FY2007 Capital Budget is transferred to the Takoma Park Campus Expansion project in order to provide sufficient funds for contract awards and related project expenses for construction of the Cultural Arts Center on the Takoma Park/Silver Spring Campus; and be it further

Resolved, That the County Executive and the County Council be notified of this action.

CRN:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

January 16, 2007
Agenda Item Number ___

**REQUEST FOR SUPPLEMENTAL APPROPRIATION
FY2007 CAPITAL BUDGET – TAKOMA PARK CAMPUS EXPANSION PROJECT**

BACKGROUND

This supplemental appropriation request is for \$1,300,000 to provide sufficient appropriation authority in the Takoma Park Campus Expansion Project for related project expenses for construction of the Cultural Arts Center on the Takoma Park/Silver Spring Campus. Bids for this project were recently opened and were higher than anticipated. The source of funds is the College's Major Facilities Capital Projects Fund (MFCPF). Sufficient dollars are available in this fund, but additional appropriation authority is necessary to allow for the use of this fund for the Takoma Park Campus Expansion project. Board of Trustees approval is required to authorize use of this fund for specific projects and County approval is necessary to approve the necessary additional appropriation authority.

RECOMMENDATION

It is recommended that a request be submitted to the County Executive and the County Council for consideration in order to amend the College's approved FY2007 Capital Budget to approve a supplemental appropriation in the amount of \$1,300,000 from the College's Major Facilities Reserve Fund (no additional county funds required) for project expenses in the Takoma Park Campus Expansion Project for the construction of Cultural Arts Center on the Takoma Park/Silver Spring Campus.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS:

Mr. Capp
Ms. Dimon
Mr. Moore
Mr. Sorrell

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-006**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

**Subject: Request for Supplemental Appropriation, FY2007 Capital Budget –
Takoma Park Campus Expansion Project**

WHEREAS, on May 25, 2006, by Council Resolution #15-1464, the County Council approved and appropriated \$55,780,000 for the FY 2007 Montgomery College Capital Budget; and

WHEREAS, on June 19, 2006, by Board Resolution #06-06-069, the Board of Trustees approved the final adoption of the FY 2007 Capital Budget for the College as amended and approved by the County Council; and

WHEREAS, on June 20, 2005, by Board Resolution #05-75, the Board of Trustees approved the establishment of a Major Facilities Capital Projects Fund; and

WHEREAS, the bids for the construction of the Cultural Arts Center on the Takoma Park/Silver Spring Campus came in higher than anticipated and additional funds are needed in the Takoma Park Campus Expansion project for construction-related expenses for this building; and

WHEREAS, the College desires to amend the FY2007 Capital Budget (Takoma Park Campus Expansion Project – PDF#996662) and provide for a supplemental appropriation of \$1,300,000 from fund balance in the College's Major Facilities Capital Projects Fund; and

WHEREAS, the President of the College recommends the following action; now therefore be it

Resolved, That the Board amends the FY2007 Capital Budget (Takoma Park Campus Expansion Project – PDF#996662) to include a supplemental appropriation of \$1,300,000 from the College's Major Facilities Reserve Fund (no additional County funds required) to provide the necessary additional appropriation authority for these funds for construction-related expenses for the Cultural Arts Center on the Takoma Park/Silver Spring Campus; and be it further

Resolved, That the Board authorizes the President to transmit the supplemental appropriation request to the Montgomery County Executive for review and recommendation to the Montgomery County Council for final action for appropriation.

CRN:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: _____
January 16, 2007

**AWARD OF CONTRACT
CONSTRUCTION MANAGEMENT SERVICES
CULTURAL ARTS CENTER -TAKOMA PARK/SILVER SPRING CAMPUS**

BACKGROUND

In December 1999, Bovis Lend Lease was appointed project/construction manager for the duration of the Takoma Park Campus Expansion project. They have performed in a very successful manner and completed the Phase One and Phase Two projects. In February 2005, the Board approved a contract award to Bovis for Phase Three tasks involving pre-construction services associated with the Cultural Arts Center design effort. Now, a contract has been negotiated with Bovis for construction management services during the construction phase of the Cultural Arts Center.

During fee negotiations with Bovis in late 1999, the estimated fee for Phase Three construction services for the Cultural Arts Center was \$1,352,428. This estimated fee proposal anticipated an overlap of five months from the end of the construction of the Student Services Center and the beginning of the construction of the Cultural Arts Center. The assumption of concurrent construction activities is no longer valid since construction funding for the Cultural Arts Center was deferred by the State and County from FY 2004 to FY2007. Therefore, Bovis must carry the staff and general conditions expenses through a full 22-month period (February 2007 through December 2008) on a stand-alone basis for this project. In consideration of this delay plus escalation, and following a review with Bovis of the scope of work, the original proposal amount for Phase Three increased to \$1,776,748 which is the amount recommended for an award of contract. Sufficient funds are available in the FY2007 Capital Budget Takoma Park Campus Expansion project for these services. Following this Board action, the contract award will be submitted to the Maryland State Board of Public Works for approval.

RECOMMENDATION

It is recommended that, contingent upon Maryland State Board of Public Works approval, a contract for construction management services for the Cultural Arts Center project be awarded to Bovis Lend Lease at a fee of \$1,776,748, and that an additional \$295,000, be authorized by the Board of Trustees specifically to cover customary project reimbursable and supplemental expenses and customary construction inspection and testing services expenses that will be paid when invoiced over the 22-month construction period.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSON(S): Mr. Capp, Mr. Moore, Ms. Wormack

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-007**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

Subject: Award of Contract, Construction Management Services, Cultural Arts Center, Takoma Park/Silver Spring Campus Expansion Project

WHEREAS, on December 20, 1999, by Board Resolution #99-141, the Board of Trustees appointed Bovis Lend Lease of Bethesda, Maryland, as project and construction manager for the duration of the Takoma Park Campus Expansion Project, and awarded the firm a contract for such services associated with Phase One of the project; and

WHEREAS, at that time, the Facilities Office negotiated with Bovis Lend Lease estimated fees for Phases Two and Three, and that such fees would be agreed upon at that point in the project when services would be required; and

WHEREAS, the Chief Facilities Officer requests approval of a construction management services contract for the Cultural Arts Center, as part of Phase Three of the Takoma Park Campus Expansion project; and

WHEREAS, the Director of Procurement certifies that this recommendation for an award of contract is in accordance with College requirements and the original contract award; and

WHEREAS, the Facilities Office requested an updated fee proposal from Bovis Lend Lease of Bethesda, Maryland, and negotiated a final fee for construction management services for this project; and

WHEREAS, the Chief Business Officer certifies that, contingent upon Maryland State Board of Public Works approval, funds are available in the FY2007 Capital Budget to enable the College to award the contract as recommended; and

WHEREAS, the President of the College recommends the following action; now therefore be it

Resolved, That contingent upon Maryland State Board of Public Works approval, a contract for construction management services for the Cultural Arts Center on the Takoma Park/Silver Spring Campus is awarded to Bovis Lend Lease of Bethesda, Maryland, at a fee of \$1,776,748 and that an additional \$295,000 in capital project funds be authorized to cover customary reimbursable and supplemental expenses and customary construction inspection and testing services expenses that will be paid when invoiced during the 22-month construction period; and be it further

Resolved, That the Board of Trustees respectfully requests of the State of Maryland Board of Public Works full 50% State funding of this contract; and be it further

Resolved, That upon receipt of the necessary approvals, the President is authorized to execute a contract with Bovis Lend Lease of Bethesda, Maryland, on behalf of the College.

CRN:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE
Rockville, Maryland**

Agenda Item Number: _____
January 16, 2007

**AWARD OF CONTRACT
CONSTRUCTION ADMINISTRATION SERVICES
CULTURAL ARTS CENTER -TAKOMA PARK/SILVER SPRING CAMPUS**

BACKGROUND

On February 21, 2005, SmithGroup, Inc. was appointed to provide architectural/engineering as well as construction administration services for the Cultural Arts Center at the Takoma Park/Silver Spring Campus and the Board of Trustees approved a contract award to SmithGroup for \$1,430,145 for the design phase of the project. In June 2006, the Board approved supplemental design fees totaling \$444,783 to the contract with SmithGroup due to additional time and effort required by the firm and its consultants to address specific and unforeseen design issues. SmithGroup has completed the phase design phase of the project. Now a contract has been negotiated with the firm for construction administration phase services during construction of the Cultural Arts Center.

During fee negotiations with SmithGroup in 2005, the estimated fee for construction administration services was \$531,512. This estimated fee proposal anticipated a 16-month construction period. The construction period currently established for the project is now 22 months (February 2007 through December 2008). In consideration of this time extension plus escalation, and following a review with SmithGroup of the scope of work, the estimated for construction administration services increased to \$696,672 and is the amount recommended for an award of contract. Sufficient funds are available in the FY2007 Capital Budget Takoma Park Campus Expansion project for these services. Following this Board action, the contract award will be submitted to the Maryland State Board of Public Works for approval.

RECOMMENDATION

It is recommended that, contingent upon Maryland State Board of Public Works approval, a contract for construction administration services for the construction phase of the Cultural Arts Center be awarded to SmithGroup, Inc. at a fee of \$696,672, and that an additional \$75,000 be authorized by the Board of Trustees to cover customary design reimbursable and supplemental expenses that will be paid when invoiced.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS

Mr. Capp
Mr. Moore
Mr. Sorrell

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-008**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

**Subject: Award of Contract, Construction Administration Services, Cultural Arts Center,
Takoma Park/Silver Spring Campus**

WHEREAS, on February 20, 2005, by Board Resolution #99-140, the Board of Trustees appointed SmithGroup, Inc., Washington, D.C. as project architect for the Cultural Arts Center project, and awarded the firm a contract for \$1,430,145 for architectural and engineering design phase services for the Cultural Arts Center as part of the Takoma Park Campus Expansion Project; and

WHEREAS, the Chief Facilities Officer has requested that SmithGroup, Inc. provide a proposal for construction administration phase services for the Cultural Arts Center; and

WHEREAS, SmithGroup, Inc. submitted a fee proposal for such construction administration services, and this proposal has been reviewed by appropriate Facilities staff and determined to be acceptable for the amount of work involved; and

WHEREAS, the Chief Business Officer certifies that, contingent upon Maryland State Board of Public Works approval, funds are available in the FY2007 Capital Budget - Takoma Park Campus Expansion Project for this purpose; and

WHEREAS, the President of the College recommends the following action; now therefore be it

Resolved, That, contingent upon Maryland State Board of Public Works approval, the Board of Trustees approves a contract award to SmithGroup, Inc., in the amount \$696,672, and that an additional \$75,000 be authorized by the Board of Trustees to cover customary design reimbursable and supplemental expenses that will be paid when invoiced for construction administration phase services for the Cultural Arts Center, Takoma Park Campus Expansion Project; and be it further

Resolved, That the Board of Trustees respectfully requests of the State of Maryland Board of Public Works full 50% State funding of this contract; and be it further

Resolved, That upon receipt of the necessary approvals, the President is authorized to execute a contract with SmithGroup, Inc., of Washington, D.C., on behalf of the College.

CRN:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: _____
January 16, 2007

**AWARD OF MULTIPLE CONSTRUCTION TRADE CONTRACTS
CULTURAL ARTS CENTER, TAKOMA PARK/SILVER SPRING CAMPUS
BID NO. 607-005**

BACKGROUND

In April 2005, the College began the design of the new Cultural Arts Center to be located at the intersection of Georgia Avenue and East West Highway on the Takoma Park/Silver Spring Campus. This three-story building of approximately 57,243 gross square feet will house a 500 seat main theater, a 120 seat studio (black box) theater, a rehearsal/dance studio, shared back-of-house spaces, pre-performance areas, classrooms and offices.

The Cultural Arts Center will be constructed under multiple trade contracts in the same manner as the recently completed Student Services Center. The separate trade contracts are between the College and each individual trade contractor. The contracts are performed concurrently and coordinated closely with construction activities of all other trade contractors on the project. Bovis Lend Lease, the College's construction manager for this project, provides the overall construction management and coordination required, including the day-to-day on-site administration of construction activities. Work is anticipated to start in Spring 2007 with the building opening in spring 2009.

This project, listing 33 separate bid packages, was advertised for bids in area newspapers on October 17, 2006. One bid document for all work associated with the building (28 bid packages allocated to the FY2007 budget) as well as theater performance equipment and audio systems and seating (5 bid packages allocated to the FY2008 budget) was issued covering all of the construction and theater system trades. It was necessary to obtain bids for theater performance systems now due to the requirement for close integration of these systems with building construction work. A total of 44 bids were received for 24 trade contracts and were publicly opened beginning on December 4 through December 6, 2006. No bids were received on seven (7) bid packages. Some of those packages were split to allow more opportunities for vendors to bid and a total of 9 (packages) resulted. The bid period was extended for these packages and, on January 9, 2007, a total of eight (8) bids were received on eight (8) of the packages. On January 12, 2007, bids will be opened on the exterior graphics package. An estimated amount of \$300,000 is included herein for that item. The price will be updated on the day of the Board meeting. No bids were received for the remaining 2 items (final cleaning and signage and directories) which will be bid later in the year since they are not critical to construction. Bid notices were mailed to over 1,100 trade contractors and posted on the Montgomery College Procurement Web site as well as in Maryland Contract Weekly, Montgomery County Rapid System, and the State of Maryland eMaryland Market Place.

Total bid amounts for all 26 construction trades allocated to the FY2007 budget ranged from \$24,427,747 to \$28,715,773. The construction budget for the project, prepared in spring 2006 was \$19,700,000. Bids received for work items allocated to FY2008 budget were approximately at budget. The primary cause for the construction bid overage for FY 2007 trades contracts appears to be the very active metropolitan area construction market, the cumulative result of market escalation

outpacing budget parameters in recent years together with the “opportunity cost” resulting from a tight local labor market and limited competition. The building had undergone a value engineering process during design and no additional items could be eliminated or changed without drastically altering the building. Review of construction costs for other cultural arts centers, adjusted for the December 2006 bid timeframe and the Silver Spring, Maryland location, yields a construction cost per gross square foot range from \$503 to \$974 per gross square foot. The Cultural Arts Center bid result compare favorably at approximately \$427 per gross square foot. In order to fund the Cultural Arts Center shortfall, the College will transfer funds from other capital projects, within limits set by the County, and also request a supplemental appropriation from the Major Facilities Capital Projects Fund to the Takoma Park Campus Expansion project. The Capital Budget fund transfer and the FY 2007 Capital Budget supplemental appropriation request are also on the Board’s January Agenda. These additional funds will cover the construction trades contract awards and other project-related expenses.

Contingent upon Board of Trustees approval of the fund transfer and supplemental appropriation mentioned above and contingent upon Maryland State Board of Public works approval of the contract, sufficient funds are available for all expenses associated with the Cultural Arts Center in the College’s FY 2007 Capital Budget Takoma Park Expansion project. Each apparent low bidder’s compliance with all bid requirements was verified and positive responses were received when references were checked for each bidder.

The total award amount for the five (5) theater performance equipment and audio systems and seating contracts is \$1,744,499.30, contingent upon the approval of the College’s FY2008 Capital Budget by the State and County and contingent upon Maryland State Board of Public Works approval of these contracts.

RECOMMENDATION

It is recommended that, contingent upon State of Maryland Board of Public Works approval, 26 contract awards for a total amount of \$24,427,747, are made to the contractors listed in the attached resolution for work associated with construction of the Cultural Arts Center. It is further recommended that, contingent upon approval of the College’s FY2008 Capital Budget by the State of Maryland and Montgomery County Council and also contingent upon State of Maryland Board of Public Works approval, five (5) contract awards for a total amount of \$1,744,499.30, are made to the contractors listed in the attached resolution for work associated with theater performance and audio systems and theater seating for the Cultural Arts Center.

BACK-UP INFORMATION

Board Resolution
Summary of Bids (Board Members Only)
Bidders List (Board Members Only)

RESOURCE PERSONS:

Mr. Capp
Ms. Wormack
Mr. Moore

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-009**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

**Subject: Award of Multiple Construction Trade Contracts, Cultural Arts Center,
Takoma Park/Silver Spring Campus, Bid No. 607-005**

WHEREAS, consistent with the Takoma Park/Silver Spring Campus Expansion plan, the Chief Facilities Officer requests approval of multiple contracts for the construction of the Cultural Arts Center; and

WHEREAS, the Director of Procurement certifies that project specifications and drawings were developed by appropriate College staff; and

WHEREAS, pursuant to Md. (Educ.) Ann. Sec. 16-311, invitations to bid for 28 multiple construction trade packages and 5 theatre performance and audio systems and seating were publicly advertised on October 17, 2006, in the *Washington Post*, *Baltimore Sun*, and the *Washington Examiner* and listed by two reporting agencies; and bid notices were sent to Maryland trade contractors and posted on the Montgomery College Procurement Web site, as well as in Maryland Contract Weekly, Montgomery County Rapid System, and State of Maryland eMaryland Market Place; and

WHEREAS, a total of 97 firms received bid documents, and 53 bids for multiple trade bid packages for this project were received in the Office of Procurement and were publicly opened, read aloud, and recorded beginning on December 4, 2006 through January 12, 2007; and

WHEREAS, the Director of Procurement has determined that the apparent low bids submitted by the contractors listed below, meet all College specifications and are therefore the lowest responsive bidders; and

WHEREAS, the Chief Business Officer certifies, and contingent upon Maryland State Board of Public Works approval, that funds are available in the FY2007 Capital Budget to enable the College to award 26 construction contracts, and contingent upon Montgomery County Council approval of the College's FY2008 Capital Budget and upon Maryland State Board of Public Works approval to enable to College to award the five (5) theater performance and audio systems and theater seating contracts as recommended; and

WHEREAS, the President of the College recommends the following action; now therefore be it

Resolved, That contingent upon State of Maryland Board of Public Works approval, multiple contracts for providing all necessary materials, labor, equipment, and insurance for construction of the Cultural Arts Center, and that contingent upon State of Maryland and Montgomery County Council approval of the FY2008 Capital Budget multiple contractor for providing theater performance and audio systems and seating for the Cultural Arts Center, as part of the Takoma Park/Silver Spring Campus Expansion Project, are awarded to the contractors listed below for the total amount of \$24,427,747 (on 26

construction bid packages), and for the total amount of \$1,744,499.30 on five (5) theater performance, audio systems and seating bid packages) ;

CONSTRUCTION CONTRACT AWARDS FY2007 Budget Allocation			
Bid Package 607-005	Bid Package Description	Company	Low Bid Amount
01	Aggregate Pier Foundation (Geo Piers)	Hayward Baker, Inc. 1875 Mayfield Road Odenton, MD 21113	\$252,000.00
02	Site Work	Ross Contracting, Inc. 1007 Rising Ridge Road Mount Airy, MD 21171	\$790,000.00
03	Paving	Finley Asphalt & Sealing, Inc. 9105 Industry Drive Manassas Park, VA 20111	\$230,850.00
04	Landscaping/Unit Pavers	McDonnell Landscape, Inc P.O. Box 400 Brookeville, MD 20833	\$189,900.00
05	Concrete/Termite Control	Dance Brothers, Inc. 825C Hammonds Ferry Road Linthicum, MD 21090	\$1,890,000.00
06	Masonry/Precast	Manganaro Midatlantic, LLC 6405-D Ammendale Road Beltsville, MD 20705	\$1,174,000.00
07	Struct Steel/Miscellaneous Metals	S.A. Halac Iron Works, Inc. 45759 Elmwood Court Sterling, VA 20166	\$5,000,000.00
08A	Doors, Frames and Hardware Supplies	Commercial Hardware of MD., Inc. 611 N. Hammonds Ferry Road, Suite P Linthicum, MD 21090	\$265,000.00
08B	Specialty Doors, Frames & Hardware Supplies	Tech Star Industries 3701-106 Commerce Drive Baltimore, MD 21227	\$395,000.00

Bid Package 607-005	Bid Package Description	Company	Low Bid Amount
09	Rough Carpentry/Toilet Partitions & Accessories/Window Treatment/Fire Protection (Extinguishers)	Worcester Eisenbrandt, Inc. 2100 Gable Avenue Baltimore, MD 21230	\$574,000.00
10	Architectural Woodwork	Harney Woodworking, Ltd. 5112 Allendale Lane Taneytown, MD 21787	\$753,370.00
11	Roofing	Prospect Waterproofing Company 118 Acacia Lane Sterling, VA 20166	\$811,700.00
12	Drywall & Acoustical Ceilings	Tri-State Drywall, Inc. 14630 Rothgeb Drive Rockville, MD 20850	\$885,000.00
13	Overhead Doors/Side Folding Grilles	Overhead Door Company of Washington DC 6841 Distribution Drive Beltsville, MD 20705	\$20,940.00
-	-	-	-
14A	Glass & Glazing/Metal Panels/Sealants/Louvers & Vents	Icon Exterior Building Solutions, LP 7305 York Road Towson, MD 21204	\$2,720,813.00
14B	Exterior Graphics	Brand ID Graphics 6796 Timbers Drive Evergreen, CO 80439	\$300,000.00
15	Tile	Lach Tile & Marble Inc. 4000 Coolidge Avenue, Suite H-2 Baltimore, MD 21229	\$30,950.00
16	Flooring	L & R Enterprises 5011 Lawrence Place Hyattsville, MD 20781	\$381,603.00

17	Painting & Caulking	Shoemaker Brothers Inc. 4570 Mack Avenue Frederick, MD 21703	\$226,480.00
18	Signage/Directories		NO BID
Bid Package 607-005	Bid Package Description	Company	Low Bid Amount
19	NOT USED		
20	NOT USED		
23	Security	Initial Electronics Inc. 798 Cromwell Park Drive, Suite Q Glen Burnie, MD 21061	\$140,800.00
24	Elevator	Delaware Elevator, Inc. 2210 Allen Drive Salisbury, MD 21801	\$318,180.00
25	Mechanical, Plumbing	Shapiro & Duncan, Inc. 14620 Rothgeb Drive Rockville, MD 20850	\$3,950,000.00
26	Sprinkler System	Kennedy Fire Protection 1530 A Tilco Drive Frederick, MD 21704	\$275,000.00
27	Electrical	T. A. Beach Corporation 12331 Carroll Avenue Rockville, MD 20852	\$2,795,000.00
30	NOT USED		
31	Loading Dock Equipment	Overhead Door Company 6841 Distribution Drive Beltsville, MD 20705	\$9,161.00
32	Spray Fireproofing	Diamond Engineering Corporatio 9825 Old Solomon's Island Road Owings, MD 20736	\$48,000.00
33	Final Cleaning		NO BID
35	NOT USED		
TOTALS			\$24,427,747.00

CONSTRUCTION CONTRACT AWARDS FY2007 Budget Allocation			
Bid Package 607-005	Bid Package Description	Company	Low Bid Amount
21	Stage Rigging/Motorized Winches, Tracks & Panel/Stage Drapery/Acoustical Drapery	Secoa, Inc. 8650 109th Avenue North Champlin, MN 55316	\$492,822.00
22	Stage Lighting Fixtures/Wiring Devices/Dimming System	Barbizon Capitol, Inc. 6437G General Green Way Alexandria, VA 22312	\$409,800.00
28	Projection Screens	Nelson White Systems 8725-A Loch Raven Blvd. Baltimore, MD 21286	\$74,386.00
Bid Package 607-005	Bid Package Description	Company	Low Bid Amount
29	Performance Audio Systems	Nelson White Systems, Inc. 8725-A Loch Raven Blvd. Baltimore, MD 21286	\$447,274.95
34	Theater Seating	Hufcor Potomac, Inc. 144 Log Canoe Circle Stevensville, MD 21666	\$320,216.35
TOTALS			\$1,744,499.30

and be it further

Resolved, That the Board of Trustees respectfully requests of the State of Maryland Board of Public Works the full State-eligible share of funding for these contract; and be it further

Resolved, That upon receipt of the necessary approvals, the President is authorized to execute a contract with the trade contractors listed above, on behalf of the College.

CRN:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: _____
January 16, 2007

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

The Board of Trustees by State Law has the authority and the responsibility for appointments to the College. Each month the Board receives a summary of personnel actions from the Office of Human Resources on new hires and employees who have separated from the College.

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACK-UP INFORMATION

Board Resolution
Personnel Actions Confirmation Report

RESOURCE PERSON(S)

Ms. Lawyer
Ms. Bokor

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-010**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

Subject: Personnel Actions Confirmation

WHEREAS, by State Law the Board of Trustees has the authority and responsibility for appointments to the College; and

WHEREAS, the attached summary indicates related personnel actions taken by the College during the period from and including December 1, 2006, to and including December 31, 2006; and

WHEREAS, the President of the College recommends that the Board adopt the following resolution; now therefore be it

Resolved, that the Board of Trustees accepts the attached report and confirms the action of the President.

Attachments

CRN:abg

**MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS**

From and Including December 1, 2006, to and Including December 31, 2006

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Location
12/11/06	Maddock, Lynn M	Painter	F	Facilities Operations RV
12/11/06	Mund, Catherine R	Campus Registrar	L	Admissions & Records RV
12/11/06	Phillips, David E	Dir of the Arts Inst of Mont C	O	Fine, Performing & Visual Arts

STAFF SEPARATIONS

12/31/06	Carasso, Beatrice ¹	Library Assistant	F	IT Learning Center Library RV
12/01/06	Craig, Alonzo N	Blg Equip Mechanic	H	Facilities Operations TP/SS
12/29/06	Segura, Humberto	Dean Of Student Devlpmt	P	Student Development TP/SS

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	0	0	0	0	1
Male	2	0	0	0	0	2
TOTAL	3	0	0	0	0	3

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	0	0	0	0	1
Male	0	1	1	0	0	2
TOTAL	1	1	1	0	0	3

¹ Retirement

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS

Effective Date	Name	Position Title	Location
12/16/06	Bosgraaf, Kay L ¹	Professor	English/Lit/Prof Writing RV

FACULTY SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	0	0	0	0	1
Male	0	0	0	0	0	0
TOTAL	1	0	0	0	0	1

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: _____
January 16, 2007

ADOPTION OF THE FY2008 CURRENT, ENTERPRISE AND OTHER FUNDS BUDGETS

BACKGROUND

On December 12, 2006, the Proposed Operating Budget was presented to the Board of Trustees. This budget provides for an increase in costs for compensation and enrollment growth, half-year funding for the Takoma Park/Silver Spring M & G Cafritz Foundation Art Center (MGCFAC), funding for the Goldenrod building in Germantown, increases in costs for benefits and utilities and a significant funding increase for scholarships. The budget includes \$1.5 million in new requests, with \$742,000 in the administrative area and \$1.1 million in the academic and student services areas. All of these requests are well justified and meet critical needs. Most of these requests are related to enrollment growth, instructional support, scholarships, safety and security, or the Learning College.

The budget includes 93 new positions for the Operating Budget as follows: 27 faculty for enrollment growth, 32.5 positions for new facilities which includes the Takoma Park/Silver Spring MGCFAC which also houses the Network Operation Center and new positions for the Goldenrod building, four temporary with benefits positions converted to regular ones and 29.5 other new positions. In the Enterprise Funds, there are 6.5 new positions.

The proposed budget includes a \$3/\$6/\$9 per credit hour tuition increase. Last year, there was no tuition or fee increase for the students because the County agreed to fund \$2.6 million in revenue a \$4 tuition increase would have generated. The Board of Trustees acts on tuition and fee increases in April.

RECOMMENDATION

The Board of Trustees is requested to adopt the FY2008 Current Fund, Enterprise and Other Funds Budgets.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS

Ms. Dimon
Mr. Campbell

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-011**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

Subject: Adoption of the FY2008 College Operating Budget

WHEREAS, on December 12, 2006 the FY 2008 Proposed Operating Budget was presented to the Board; and

WHEREAS, the budget includes the operating budget impact of the Takoma Park/Silver Spring M & G Cafritz Foundation Art Center, the Goldenrod property and the increase in utilities and benefits; and

WHEREAS, the College has included \$1.8 million of priority items for funding related primarily to enrollment growth, instructional support, scholarships, safety and security, or the Learning College; and

WHEREAS, the College still has over \$13 million in unrequested well justified needs; and

WHEREAS, during budget deliberations the Board's first priority was to the College's mission of academic excellence, access, and student success; and

WHEREAS, every effort was made to maintain the quality of programs and services at Montgomery College while realizing the need to conserve public funds and maintain reasonable tuition and fee rates; and

WHEREAS, the Board of Trustees held a public hearing to present the budget to the College and the community; and

WHEREAS, appropriate changes to the Proposed Budget have been made in compliance with Board of Trustees action; now therefore be it

Resolved, That the Board of Trustees adopts the Fiscal Year 2008 Operating Budget in the amounts of \$199,188,872 for the Current fund, \$12,323,625 for the Workforce Development and Continuing Education Fund, and \$5,737,298 for the Auxiliary Enterprises Fund. These amounts are subject to funding and appropriate action by the Montgomery County Government. The amounts are subject to further technical refinement before the budget is submitted for recommendation to the County Executive and the County Council.

CRN:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **07-01-012**
Adopted on: **1/16/07**

Agenda Item Number: _____
January 16, 2007

Subject: FY2008 Budget Approval - Other Funds

WHEREAS, the College endeavors to obtain funding from external sources for specific purposes in keeping with its mission and goals; and

WHEREAS, the exact funding of special College projects and/or proposals is not certain; and

WHEREAS, amounts shown in the budget document for Student Activities and Athletics, Cable TV, Emergency Plant Maintenance and Repair Fund, Major Facilities Reserve Fund, Montgomery College 50th Anniversary Endowment Fund, Transportation Fund, and Federal, State, and Private Grants and Contracts are the best estimates at this time and actual amounts may be more or less than the budgeted amounts; and

WHEREAS, it is essential to the success of these special programs for the President to have flexibility to deal with the changing external circumstances associated with these programs; now therefore be it

Resolved, That the Board of Trustees hereby approves the aforementioned sections of the budget as presented with the understanding that the amounts are not fixed; and be it further

Resolved, That the President is hereby authorized to negotiate for, accept, and expend such "other funds" as indicated in the budget and as may become available during FY2008, provided expenditures do not exceed revenues.

CRN:abg