



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
April 19, 2017**

<u>Board Resolution#</u>		<u>Pages</u>
17-04-030	Personnel Actions Confirmation Report	2-5
17-04-031	Graduates Receiving the Associate Degree and Program Certificate in Spring 2017	6-7
17-04-032	Honorary Degree Candidates for 2017	8-9
17-04-033	Deletion of the Graphic Design for Web and Interaction Associate of Applied Science Degree and Deletion of the Graphic Design for Web and Interaction Certificate	10-12
17-04-034	Award of Contract (Sole Source), Amendment to Award of Contract for the Continuation of Purchase and Travel Card Program Services	13-15
17-04-035	Authorization for the Montgomery College Foundation to Serve as the College's Agent for the Disposition of Real Property	16-18
17-04-036	Approval of Change Order Final Contract Mediation Agreement, Resource Center Heating, Ventilation, and Air Conditioning Upgrades, Phase 2, Takoma Park/Silver Spring Campus	19-21

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

Agenda Item Number: 7A
April 19, 2017

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 and Strategic Talent Management on new hires and employees who have separated from the College.

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACKUP INFORMATION

Board Resolution
Personnel Actions Confirmation Report
Policy 34001–Changes in Employee Status

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSON

Mr. Roop

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

Resolution Number: **17-04-030**
Adopted on: **4/19/2017**

Agenda Item Number: 7A
April 19, 2017

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 February 1, 2017, through February 28, 2017; 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 reports and confirms the actions of the president.

Attachments

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From February 1, 2017, through February 28, 2017

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Department
02/13/2017	Allen, Ramica S	Office Associate	E	Facilities Operations - RV
02/27/2017	Amador, Wilmer J	IT Support Specialist	I	OIT Academic Services
02/13/2017	Arthus, Marie J	Achiev the Promise Prog Coord	K	Achieving the Promise - ATP Academic
02/27/2017	Banks, Stephanie R	IT Support Specialist	I	OIT Academic Services
02/13/2017	Barrett, Lisa D	Job Opportunity & Dev Spec	J	Community Based Grants - WDCE
02/13/2017	Johns, Andrea	Placement & Learning Advisor	J	Community Based Grants - WDCE
02/27/2017	Mills, Marvin D	VP of Facilities & Security	Q	Facilities - Central Admin
02/27/2017	Nguyen, Thach B	Analyst-Programmer	L	OIT Application Services
02/27/2017	Zelege, Yewubnesh T	Building Services Worker	B	Facilities Operations - TP/SS

STAFF SEPARATIONS

Effective

Date	Name	Position Title	YOS	Department
02/28/2017	Allen, Julius R	Safety & Security Officer	3	Facilities Security - TP/SS
02/21/2017	Alston, Ebony L	Administrative Aide II	3	Business Services
02/03/2017	Coyne, Sean J	Grounds Maintenance Worker	<1	Facilities Operations - RV
02/24/2017	Frush, Theresa L	Safety & Security Officer	2	Facilities Security - RV
02/10/2017	Menassie, Hana	Office Associate	3	Facilities Security - TP/SS
02/10/2017	Shah, Tanuja N	Systems Engineer	17	OIT Engineering Services
02/28/2017	Woolridge, Georgia S ¹	Customer Service Rep	10	WDCE Central Administration

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	0	5	0	0	1	6
Male	0	1	1	1	0	3
TOTAL	0	6	1	1	1	9

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	0	3	0	1	1	5
Male	1	1	0	0	0	2
TOTAL	1	4	0	1	1	7

FACULTY

¹ Retirement

FACULTY EMPLOYEMENT: None

FACULTY SEPARATIONS

FACULTY SEPARATION: 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

Effective Date	Name	Position Title	YOS	Department
02/10/2017	Abdullah, Daiyyah A ¹	Professor	11	English and Reading Dean

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

Agenda Item Number: 7B
April 19, 2017

**GRADUATES RECEIVING THE ASSOCIATE DEGREE AND
THE PROGRAM CERTIFICATE IN SPRING 2017**

BACKGROUND

The Board of Trustees is required to ratify the conferral of degrees and certificates by the faculty, as certified by the college registrar, each semester.

RECOMMENDATION

The Board of Trustees is asked to ratify the conferral of degrees and certificates by the faculty on the list of proposed graduates who have successfully completed the requirements of a program, subject to certification of the college registrar.

BACKUP INFORMATION

Board Resolution
List of Graduates (Board members only)

RESPONSIBLE SENIOR ADMINISTRATORS

Dr. Brown
Dr. Rai

RESOURCE PERSONS

Mr. Cartledge
Mr. Dietz

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

Resolution Number: **17-04-031**
Adopted on: **4/19/2017**

Agenda Item Number: 7B
April 19, 2017

**Subject: Graduates Receiving the Associate Degree and the Program Certificate in
Spring 2017**

WHEREAS, It is necessary that the Board take action on the list of certified candidates attached herewith; and

WHEREAS, The college registrar (“the registrar”) has certified that the students of Montgomery College, as listed on the attachment, are expected to complete successfully in the spring 2017 semester the courses and curriculum prescribed by the faculty, and to meet all other requirements of the College, for the degrees and certificates that those students are seeking; and

WHEREAS, The faculty has thereby conferred upon the students of Montgomery College, as listed on the attachment, their respective associate’s degrees and certificates, subject to certification by the registrar that such students have met all applicable requirements; and

WHEREAS, The president recommends that the Board approve the following resolution; now therefore be it

Resolved, That the Board of Trustees ratifies the faculty’s conferral upon the students of Montgomery College, as listed on the attachment, of their respective associate’s degrees and certificates, subject to certification by the officer that such students have met all applicable requirements.

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

Agenda Item Number: 8
April 19, 2017

HONORARY DEGREE CANDIDATES FOR 2017

BACKGROUND

The Montgomery College Honorary Degree Program was approved and established by the College's Board of Trustees on October 16, 1995. Through this program, the Board has the opportunity to recognize individuals who have risen to a position of eminence; have acquired a national or international reputation in a selected field; hold a distinguished record of public and community service; or have made a notable donation of time, talent, or gift to Montgomery College.

RECOMMENDATION

The president recommends the selection of three honorary degree recipients to be awarded at the College's 2017 commencement ceremonies.

BACKUP INFORMATION

Policy 38002–Honorary Degrees
Board Resolution
Biographies of 2017 Honorary Degree Candidates (Trustees only)
Honorary Degree Recipients (Trustees only)

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Sears

RESOURCE PERSON

Ms. Sullivan

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

Resolution Number: **17-04-032**
Adopted on: **4/19/2017**

Agenda Item Number: 8
April 19, 2017

Subject: Honorary Degree Candidates for 2017

WHEREAS, The Montgomery College Board of Trustees established an Honorary Degree Program on October 16, 1995, to honor and recognize individuals who have risen to a position of eminence; have acquired a national or international reputation in a selected field; hold a distinguished record of public and community service; or have made a notable donation of time, talent, or gift to Montgomery College; and

WHEREAS, An honorary degree program increases the visibility of Montgomery College and its ability to formally recognize honorary speakers, contributors, philanthropists, and distinguished friends; and

WHEREAS, The Board of Trustees approves each recipient eligible to receive an honorary associate's degree at commencements, convocations, or other appropriate occasions; and

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

Resolved, That the Board of Trustees awards honorary degrees to Kenneth Becker, Audrey Hill, and James Muir to be presented at the commencement ceremonies on May 19, 2017.

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

Agenda Item Number: 9
April 19, 2017

**DELETION OF THE GRAPHIC DESIGN FOR WEB AND INTERACTION
ASSOCIATE OF APPLIED SCIENCE DEGREE
AND
DELETION OF THE GRAPHIC DESIGN FOR WEB AND INTERACTION CERTIFICATE**

BACKGROUND

The Maryland State Plan for Postsecondary Education states that “Maryland will achieve a system of postsecondary education that advances the educational goals of all by promoting and supporting access, affordability, and completion.” Montgomery College echoes that goal by affirming that Montgomery College will “cultivate, implement, and assess student access strategies, initiatives, and resources to ensure Montgomery County residents are provided the opportunity to complete a college education.”

The graphic design for web and interaction program is a low enrollment program due to program duplication with the digital media for web and technology program and the graphic design program. Eliminating the graphic design for web and interaction program will enhance student completion by directing those students to the aforementioned programs.

Currently enrolled students will be identified and will receive extensive assessment and advising sessions with members of the Media Arts and Technologies faculty and will be encouraged to complete the graphic design for web and interaction program within four years. All courses, except GDES 228 Advanced Graphic Design for Web and Interaction, will be available. Course substitutions for GDES 228 will be offered for degree completion.

Students who cannot complete their degree within the four-year timeframe or for those students just entering the program will receive support from advisors and will be encouraged to complete a related associate of applied science degree.

Upon the Board’s approval, as described in the Education Article of the Annotated Code of Maryland, section 16-103, an application will be submitted for state approval to the Maryland Higher Education Commission.

RECOMMENDATION

It is recommended that the Board of Trustees approve the deletions of the graphic design for web and interaction associate of applied science degree and the graphic design for web and interaction certificate and that an application for these two deletions be submitted to the Maryland Higher Education Commission.

BACKUP INFORMATION

Board Resolution

Section 16-103 of the Education Article of the Annotated Code of Maryland

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Rai

RESOURCE PERSONS

Dr. Preston

Professor Hubley

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

Resolution Number: **17-04-033**
Adopted on: **4/19/2017**

Agenda Item Number: 9
April 19, 2017

Subject: Deletion of the Graphic Design for Web and Interaction Associate of Applied Science Degree and Deletion of the Graphic Design for Web and Interaction Certificate

WHEREAS, The Maryland State Plan for Postsecondary Education strongly recommends that higher education strive to meet the educational needs of the students by promoting student success and completion; and

WHEREAS, Montgomery College's mission and vision statements echo this recommendation; and

WHEREAS, The graphic design for web and interaction program is one of several low enrollment/low completion programs at the College due to program duplication; and

WHEREAS, Eliminating the graphic design for web and interaction program will enhance student success and completion by directing students to the web media and technology or the graphic design programs; and

WHEREAS, Currently enrolled students will receive academic advising and will be allowed to complete the degree according to established College guidelines; and

WHEREAS, The senior vice president for academic affairs and the president of the College recommend the following action; now therefore be it

Resolved, That the members of the Board of Trustees approve the deletions of the graphic design for web and interaction associate of applied science degree and the graphic design for web and interaction certificate; and be it further

Resolved, That an application for deletion of both the graphic design for web and interaction associate of applied science degree and for the graphic design for web and interaction certificate be forwarded to the Maryland Higher Education Commission.

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

Agenda Item Number: 10
April 19, 2017

**AMENDMENT TO AWARD OF CONTRACT FOR THE
CONTINUATION OF PURCHASE AND TRAVEL CARD PROGRAM SERVICES**

BACKGROUND

Request:	Continuation of purchase and travel card program contract
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services
Award Type:	Amendment to Award of Contract
Bid Number:	N/A
Explanation of Request:	A request is being made to extend the current contract for implementation of the Workday Enterprise Resource Planning (ERP) solution, which includes ongoing purchase and travel card expense reconciliation process testing with M&T Bank, for up to one year. The Board of Trustees awarded a competitive contract to M&T Bank for a purchase and travel card program in May 2012, under resolution 12-05-034. This extension allows the ERP implementation to move ahead without delay and ensures a stable technology platform for vendors to consider in responding to a request for proposal for a purchase and travel card program. This contract expires on May 14, 2017.
<u>Reason Being Brought to Board:</u>	<u>Board approval is required for all sole source procurements valued over \$100,000.</u>
Certification:	The director of procurement certifies that the current contractor has agreed to continue to provide card program services for up to one year, and the vice president of finance/chief finance officer certifies that funds are available in the FY18 operating budget.
Dollar Amount:	Annual estimated combined purchase and travel card spending is \$4,500,000.
Vendor Name:	M&T Bank
Vendor Address:	7799 Leesburg Pike, 9th Floor Falls Church, Virginia 22043
Minority Status:	No
Contract Expiration:	Up to one year

RECOMMENDATION

It is recommended that the Board of Trustees approve the amendment to an award of contract

for the continuation of purchase and travel card program services to M&T Bank of Falls Church, Virginia, for up to one year. The annual estimated combined purchase and travel card spending is \$4,500,000.

BACKUP INFORMATION

Board Resolution

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Mr. Johnson
Ms. Sherman

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

Resolution Number: **17-04-034**
Adopted on: **4/19/2017**

Agenda Item Number: 10
April 19, 2017

Subject: Amendment to Award of Contract for the Continuation of Purchase and Travel Card Program Services

WHEREAS, The senior vice president for administrative and fiscal services is requesting the continuation of the purchase and travel card program contract for up to one year; and

WHEREAS, The Board of Trustees awarded a competitive contract to M&T Bank for a purchase and travel card program in May 2012, under resolution 12-05-034; and

WHEREAS, Due to the impending implementation of Workday, additional time is needed to complete ongoing purchase and travel card expense reconciliation process testing and system integrations; and

WHEREAS, Board approval is required for awards of contract valued over \$100,000; and

WHEREAS, The director of procurement certifies that the current contractor has agreed to continue to provide card program services for up to one year, and the vice president of finance/chief finance officer certifies that funds are available in the FY18 operating budget; and

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

Resolved, That the award of contract approved in Resolution 12-05-034 be amended for the continuation of purchase and travel card program services with M&T Bank of Falls Church, Virginia, for up to one year, where the annual estimated combined purchase and travel card spending is \$4,500,000; and be it further

Resolved, That the president is authorized to sign the contract on behalf of the Board of Trustees.

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

Agenda Item Number: 11
April 19, 2017

**AUTHORIZATION FOR THE MONTGOMERY COLLEGE FOUNDATION
TO SERVE AS THE COLLEGE'S AGENT FOR THE DISPOSITION OF REAL PROPERTY**

BACKGROUND

Montgomery College currently owns two parcels of land, one acquired in 1969 and the second acquired in 1973, that comprise of all of Lot 13, Block 69 of Takoma Park Loan & Trust Company's Subdivision of Takoma Park recorded in Plat Book B, Plat 23, but that were conveyed to the College as separate parts of Lot 13, and have been held as such under tax account number 13-01071695 (606 Philadelphia Avenue, Takoma Park) and tax account number 13-01064041 (7714 Takoma Avenue, Takoma Park). The property is zoned residential R-60 and is in the Takoma Park Historic District.

The property had been used to house the College's childcare center at the Takoma Park/Silver Spring Campus, but is no longer being used by the College.

College staff have recommended to the president that the aforementioned parcels be listed for sale. Pursuant to Education Law, Section 16-103(f), the Board of Trustees may sell, lease, or otherwise dispose of college assets or real property.

The Board is being asked to authorize the Montgomery College Foundation to serve as the College's agent for purposes of disposing of the property. The Montgomery College Foundation was formed to raise funds for the benefit of, and to otherwise support Montgomery College. This includes administering property of any kind for the benefit of Montgomery College. Proceeds from the sale of the property will be applied to fund scholarships for the early childhood education program.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Montgomery College Foundation to serve as the College's agent for the disposition of the two parcels of land that comprise all of Lot 13, Block 69 of Takoma Park Loan & Trust Company's Subdivision of Takoma Park.

BACKUP INFORMATION

Resolution

RESPONSIBLE SENIOR ADMINISTRATORS

Dr. Wormack
Mr. Sears

RESOURCE PERSONS

Mr. Mills
Mr. Dietz
Mr. Johnson

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

Resolution Number:
Adopted on:

Agenda Item Number: 11
April 19, 2017

Subject: Authorization for the Montgomery College Foundation to Serve as the College's Agent for the Disposition of Real Property

WHEREAS, Montgomery College currently owns two parcels of land, one acquired in 1969 and the second acquired in 1973, that comprise all of Lot 13, Block 69 of Takoma Park Loan & Trust Company's Subdivision of Takoma Park recorded in Plat Book B, Plat 23, but were conveyed to the College as separate parts of Lot 13, and have been held as such under tax account number 13-01071695 (606 Philadelphia Avenue, Takoma Park) and tax account number 13-01064041 (7714 Takoma Avenue, Takoma Park); and

WHEREAS, The property had been used to house the childcare center at Montgomery College's Takoma Park/Silver Spring Campus, but is no longer being used by the College; and

WHEREAS, It is in the best interest of Montgomery College to sell this property and use the proceeds to fund scholarships for students pursuing early childhood education at the Germantown Campus; and

WHEREAS, The Board of Trustees has the power and duty to sell, lease, or otherwise dispose of College assets or real property; and

WHEREAS, The Montgomery College Foundation was formed to raise funds for the benefit of and to otherwise support Montgomery College, including administering property of any kind for the benefit of Montgomery College; and as such, the Foundation may act as an agent for Montgomery College in the disposition of property; and

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

Resolved, That the Board of Trustees authorizes the Montgomery College Foundation, in coordination with and subject to the direction of the president and senior vice president for fiscal and administrative services, to serve as the College's agent for the disposition of the two parcels of real property that comprise all of Lot 13, Block 69 of Takoma Park Loan & Trust Company's Subdivision in the City of Takoma Park, Montgomery County, and the State of Maryland; and therefore be it

Resolved, That in order to effectuate the transactions and approvals described herein, the Board authorizes, directs, and empowers the president, Dr. DeRionne Pollard, or her designee, or the chair of the Board of Trustees, Ms. Marsha Suggs Smith, or her designee (each an "Authorized Officer") to execute and deliver any and all necessary, appropriate, or required agreements, documents, and contracts ("College Documents") on behalf of the College (with such changes as an Authorized Officer, in consultation with of the College's general counsel shall determine, to be necessary, proper, appropriate, advisable, or desirable) and each of the College Documents are hereby in all respects authorized, adopted, specified, accepted, ratified, approved, and confirmed as executed by the College; and be it further

Resolved, That without in any way limiting the power, authority, or discretion elsewhere herein granted or delegated, the College hereby (i) authorizes and directs all of the officers, employees, and agents of the College to carry out or cause to be carried out, and to perform, such obligations of the College and such other actions as they, or any one of them, in consultation with the College's general counsel, shall consider necessary, advisable, desirable, or appropriate in connection with this resolution, the College Documents, and related transactions, including, without limitation, and whenever appropriate, the execution and delivery thereof of all other related documents, instruments, certification, and opinions; and (ii) delegates, authorizes, and directs each Authorized Officer the right, power, and authority to exercise his or her own independent judgment and discretion in determining and finalizing the terms, provisions, forms, and contents of each of the College Documents and to execute and deliver any such documents; and be it further

Resolved, That the execution and delivery by any such officers of the College of any such documents, instruments, certificates and opinions, or the doing by them of any act in connection with any of the matters which are the subject of this resolution, shall constitute conclusive evidence of both the College's and their approval of all changes, modifications, amendments, revisions, and alterations made therein and shall conclusively establish their absolute, unconditional, and irrevocable authority with respect thereto from the College and the authorization, approval, and ratification by the College of the documents, instruments, certification, and opinions so executed and the actions so taken.

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

Agenda Item Number: 11B
April 19, 2017

**APPROVAL OF CHANGE ORDER FINAL CONTRACT MEDIATION AGREEMENT,
RESOURCE CENTER HEATING, VENTILATION, AND AIR CONDITIONING
UPGRADES, PHASE 2, TAKOMA PARK/SILVER SPRING CAMPUS**

BACKGROUND

On April 27, 2015, pursuant to Board Resolution 15-04-028, the Board of Trustees awarded M&M Welding and Fabricators, Inc., (“M&M Welding”), of Gaithersburg, Maryland, a \$1,433,010 contract for the Resource Center HVAC Upgrades Phase 2 Project on the Takoma Park/Silver Spring Campus.

During the project, a number of disputes arose related to change order claims presented by the contractor. M&M Welding submitted 140 proposed change orders seeking an additional \$859,874.81.¹ The College rejected the majority of the change order claims, and for those that the College agreed there was some entitlement, did not agree to the values assigned to them. As parties were unable to reach agreement utilizing the dispute procedures stipulated in the contract, M&M Welding requested mediation, which is required by the contract before a claim can be filed in court. The mediation was conducted on April 12, 2017. The College was represented by its outside construction counsel, Baker Donelson, and by the Office of Central Facilities. M&M Welding was represented by its outside counsel, Venable LLP, and its president, vice president, and project team members. Mediation services were provided by Adrian Bastianelli from Peckar, Abramson, P.C. Ultimately, a global settlement strategy encompassing all outstanding items was adopted in lieu of arguing each item individually.

An initial demand of \$441,781 was requested by M&M Welding. The College’s initial offer was \$133,000, representing its opinions of costs due on account of merited claims. Settlement was ultimately reached close to the mid-point at \$275,000. Assessment of the complexity of technical issues at hand, assessment of the College’s contract documents, assessment of the contractor’s arguments, assessment of effective use of College resources and assessment of likely legal and expert witness costs, were all factors considered in reaching settlement agreement.

RECOMMENDATION

It is recommended that a change order be approved for contract number 550 with M&M Welding Fabricators, Inc., of Gaithersburg, Maryland, in the amount of \$275,000 to settle all outstanding contract claims per the mediation settlement agreement for the Resource Center HVAC Upgrades Phase 2 Project on the Takoma Park/Silver Spring Campus.

BACKUP INFORMATION

Board Resolution

¹ The week before mediation, M&M Welding submitted an additional proposed change order seeking \$257,000 in delay claims.

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Mr. Mills

Ms. Sherman

Mr. Dietz

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

Resolution Number: **17-04-036**
Adopted on: **4/19/2017**

Agenda Item Number: 11B
April 19, 2017

Subject: Approval of Change Order Final Contract Mediation Agreement, Resource Center Heating, Ventilation, and Air Conditioning Upgrades, Phase 2, Takoma Park/Silver Spring Campus

WHEREAS, On April 27, 2015, by Board Resolution 15-04-028, the Board of Trustees awarded a contract for \$1,433,010 to M&M Welding and Fabricators, Inc., contract number 550, for the Resource Center HVAC Upgrades Phase 2 Project on the Takoma Park/Silver Spring Campus; and

WHEREAS, The College and M&M Welding and Fabricators, Inc., as provided for in the contract documents, agreed to settle all open change claims through a mediation process and a mediation agreement dated April 12, 2017; and

WHEREAS, The senior vice president for administrative and fiscal services and the vice president of facilities and security recommends approval of a change order totaling \$275,000 for the settlement; and

WHEREAS, The vice president of finance/CFO certifies that sufficient funds are available in the Planned Life Cycle Asset Replacement Account in the FY17 capital budget for this change order; and

WHEREAS, College policy requires approval by the Board of Trustees of all change requests more than \$250,000, or 25 percent of the original contract value; and

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

Resolved, That a change order be approved to the contract with M&M Welding and Fabricators, Inc., of Gaithersburg, Maryland, contract number 550, Takoma Park/Silver Spring Campus, Resource Center HVAC Upgrades Phase 2 Project in the amount of \$275,000 as provided for in the final contract mediation agreement; and be it further

Resolved, That the president is authorized to sign this change order with M&M Welding and Fabricators, Inc., on behalf of the Board of Trustees.