

MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF TRUSTEES  
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees Room Z-203  
La-Z-Boy Center  
5:30 p.m., November 14, 2017

Members Present: William T. Bruck (arrived 5:47 p.m.), James E. DeVries, Lynette M. Dowler, Steven Hill, Marjorie A. Kreps, Aaron N. Mason

Excused: Mary Kay Thayer

Also Present: AJ Fischer, Molly McCutchan, Kojo Quartey, Suzanne Wetzel, Grace Yackee, and Penny Dorcey (secretary)

1. Chair Dowler called the meeting to order at 5:30 p.m.
2. *It was moved by Mr. Hill and supported by Dr. DeVries that Barton Malow be selected as the construction management firm to assist the College in the performance of all construction management services for the design and construction for the renovation to the East and West Technology Buildings.*

Suzanne Wetzel, Vice President of Administration/Treasurer, emphasized the importance of understanding the Request for Proposals (RFP) process. She wrote a formal RFP on September 29, 2017 and sent it to 25 different firms located in southeast Michigan and Northwest Ohio. A mandatory proposal meeting was held at 10:00 a.m., October 4, 2017. Six companies attended the meeting. The companies had a period to submit questions (October 4 to October 11). One question was received and the response was shared with sent to the whole group that attended the pre-proposal meeting. The Construction Manager RFP deadline and bid opening was at 3:00 p.m., October 18, 2017.

The College received four formal bids from Barton Malow, J.S. Vig Construction Company, DeMaria, and George W. Auch Company. The committee vetted and reviewed the four bids with input from Stantec. Following the review, there were two companies that stood out as the most cost competitive, Barton Malow and DeMaria. Both are excellent firms that are successful and have many repeat clients. Both are very qualified to do the work. Both companies have worked on projects at MCCC before; Barton Malow work on the construction and design of the Whitman Center, and DeMaria was the construction manager for the Health Education Building. Following the review of the proposals, the selection committee decided to recommend Barton Malow.

The prices listed on Mrs. Wetzel's handout are "not to exceed" for bidding purposes; however, once hired the College will go into contract negotiations with the company.

Mrs. Kreps asked if the costs presented included the additional amount that was reported in this morning's meeting of The Foundation (in terms of the schematic drawing presented). Dr. Quartey responded that the layout would be presented at the November 27, meeting of the Board of Trustees. The cost will exceed the \$7.5 million dollars; however, the College has already built in the money for the additional expense. The project cost is expected to be around \$9 million by the time it is submitted to the state because the scope of the project has changed since the bids were requested.

Joshua Myers, Executive Director of The Foundation, stated that he was seeking permission to begin additional fundraising for the East and West Tech Building renovations this morning from The Foundation Board. These funds are separate from the cost of the project and allows donors to put their name on a specific part of the project. The additional fundraising must be approved by his board before coming to the Board of Trustees for their approval.

Mrs. Wetzel added that she and her team had budgeted enough millage funds (\$9 million) to cover the project before submitting the plan to the state. A cushion was pre-emptively built in to cover the inevitable changes to the cost and scope associated with any building project. As discussions took place on campus, the scope of the project changed. Additionally, Mrs. Wetzel stated that the building will provide The Foundation with a portfolio of fundable projects that individual donors may want to fund.

Mr. Mason indicated that he would prefer to know of any changes earlier in the process rather than later.

The motioned carried.

3. President Quartey explained that the November 2, 2017 annual REDS, WHITES & Blues event had been canceled due to the power outage. Although the Board has already approved the event, it must re-approve the new date, and the College must reapply for a special liquor license.

*It was moved by Mr. Mason and supported by Mr. Hill that Monroe County Community College, in accordance with MCCC Policy 6.21 and Procedure 6.21(a), apply for a Special License from the Michigan Liquor Control Commission (MLCC) to serve alcohol in conjunction with the following special event, which will be held as indicated:*

*The Bacchus Society's 6<sup>th</sup> Annual RED, WHITES and BLUES –*

*December 6, 2017, 6:00 - 8:00 p.m. – The Cellar, Warrick Student Services/Administration Building.*

*[5] Yes J. DeVries, L. Dowler, S. Hill, M. Kreps, A. Mason*

*[0] No None*

The motion carried.

4. *It was moved by Mr. Bruck and supported by Mr. Mason that the meeting be adjourned.*

The motion carried, and the meeting adjourned at 5:48 p.m.

Respectfully submitted,

Lynette M. Dowler  
Chair

Aaron N. Mason  
Secretary

/prd

These minutes were approved at the November 27, 2017 regular meeting of the Board of Trustees.