



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

PUBLIC BOARD MEETING AGENDA

Germantown Campus ▪ Dr. DeRionne P. Pollard Student Affairs and Science Building ▪
Room SA 302 ▪ 20200 Observation Drive ▪ Germantown, Maryland 20876
[Link to join Zoom](#) ▪ By phone: 301-715-8592 ▪ Webinar ID: 987 2455 6355

BOARD OF TRUSTEES

November 11, 2024

Gloria Aparicio Blackwell
Chair
TERM ENDS JUNE 30, 2026

6:30 p.m.

Annice Cody
First Vice Chair
TERM ENDS JUNE 30, 2028

Omar A. Lazo
Second Vice Chair
TERM ENDS JUNE 30, 2027

Michael A. Brintnall, Ph.D.
TERM ENDS JUNE 30, 2029

Sheryl Brissett Chapman, Ed.D.
TERM ENDS JUNE 30, 2029

Marvin Dickerson
TERM ENDS JUNE 30, 2030

David A. Hill
TERM ENDS JUNE 30, 2030

Robert F. Levey
TERM ENDS JUNE 30, 2025

Maricé I. Morales
TERM ENDS JUNE 30, 2025

Annet Michelle Namugerwa
Student Trustee
TERM ENDS JUNE 30, 2025

PRESIDENT AND
SECRETARY-TREASURER
Dr. Jermaine F. Williams

1. Call to OrderProcedural
2. Roll Call Procedural
3. Approval of AgendaProcedural
4. ReportsInformation
 - A. President's Report
 - B. Committee Report
 - Board Development and Succession Planning Committee
 - C. Financial Summary Report for FY25 First Quarter
 - D. Chair's Report
 - E. Conversation with Constituents
5. Consent AgendaAction
 - A. Minutes
 - i. October 14, 2024 Constituent Conversation Minutes
 - ii. October 14, 2024 Public Vote and Closed Session Minutes
 - iii. October 14, 2024 Public Meeting Minutes
 - B. Personnel Actions Confirmation Report
 - C. Graduates Receiving Associates Degrees and Program Certificates in Fall 2024
 - D. National and State of Maryland Designated Awareness Days and Months for 2024
6. Awards of Contract (Competitive)Action
 - A. Award of Contract, Life/AD&D, Disability and Voluntary Benefits, Bid e925-001

B. Award of Contract, Construction Manager at Risk for the Rockville Macklin Tower Library Renovation, Rockville Campus--Part I, Bid 625-004

- 7. Budget MatterAction
 The Proposed FY26 Biennial Capital Budget Request
- 8. Progress Toward Transformational Aspirations and Strategic PlanInformation
- 9. New Business.....Procedural
- 10. Trustee CommentsProcedural
- 11. AdjournmentProcedural

NOTICES

BOARD OF TRUSTEES INFORMATION. The Board's meeting schedule, agendas, meeting minutes, and records of resolutions are available at www.montgomerycollege.edu/bot.

WRITTEN COMMENTS. The Board of Trustees welcomes written comments, which can be sent to trustees@montgomerycollege.edu or to Montgomery College, 9221 Corporate Blvd, Rockville, Maryland 20850, ATTN: Board of Trustees.

ALTERNATIVE AGENDA FORMAT. This agenda is available in an alternative format upon request, in accordance with the Americans with Disabilities Act, by contacting 240-567-5272 or trustees@montgomerycollege.edu at least two weeks prior to the scheduled board meeting.

COMMUNICATIONS ACCOMMODATIONS. For special accommodations in communicating with the Board, contact 240-567-5272 or trustees@montgomerycollege.edu.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 5B
November 11, 2024

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

Mr. Collette

RESOURCE PERSON

Ms. Leitch Walker

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 5B
November 11, 2024

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 September 1, 2024, through September 30, 2024; 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 September 1, 2024, through September 30, 2024

STAFF

STAFF EMPLOYMENTS

| Effective | | | | | |
|------------|--------------------|---|-------|---------------------------------|--|
| Date | Name | Position Title | Grade | Department | |
| 09/03/2024 | Broadnax, Andrea | Enrollment Services VA Specialist | 23 | Records and Registration | |
| 09/03/2024 | Holland, Chenequa | Facilities Materials Specialist | 21 | Facilities Operations-RV | |
| 09/03/2024 | McGilvary, Ohniece | Program Manager I | 27 | BITS Dean WDCE | |
| 09/03/2024 | Miller, Sharnell | Public Safety Officer II | 15 | Public Safety-TP/SS | |
| 09/03/2024 | Nolasco, Lexy | Administrative Aide II | 19 | CW Dean, Student Engagement | |
| 09/03/2024 | Watson, Rodney | Macklin Business Institute Café Coordinator | 27 | Business and Hospitality Dean | |
| 09/14/2024 | Yilma, Ahadu | Library Access Services Specialist I | 17 | Library-Central | |
| 09/14/2024 | Zemen, Miriam | Program Manager I | 27 | CEELS Dean WDCE | |
| 09/16/2024 | Daniels, Andrea | Program Assistant | 21 | GIT-N/C Technical Training WDCE | |
| 09/16/2024 | Ferguson, Dwayne | Building Services Worker | 11 | Facilities Operations-TP/SS | |
| 09/16/2024 | Franks, Brian | Building Services Worker | 11 | Facilities Operations-GT | |
| 09/16/2024 | Galindo, Carisa | Building Services Worker | 11 | Facilities Operations-RV | |
| 09/16/2024 | Ortiz, Jennifer | Instructional Lab Coordinator | 27 | Biology and Chemistry Dean | |
| 09/16/2024 | Tomchin, Amy | Prospect Research Specialist | 29 | Advancement-Development | |
| 09/16/2024 | Wulff, Molly | Library Access Services Specialist I | 17 | Library-Central | |
| 09/28/2024 | Evans, Lauren | Theater Production Technician | 25 | Fine Perform Visual Arts Dean | |
| 09/28/2024 | Latham, Gabriel | Public Safety Officer II | 15 | Public Safety-GT | |
| 09/30/2024 | Mosley, Nkenge | Library Access Services Specialist I | 17 | Library-Central | |

STAFF SEPARATIONS

| Effective | | | | | |
|------------|-----------------|--|-------|-----|-----------------------------|
| Date | Name | Position Title | Grade | YOS | Department |
| 09/06/2024 | Deng, Afusat | Instructional Designer | 31 | 4 | Health Sciences Dean |
| 09/06/2024 | Kandel, Melanie | Board Engagement and Marketing Coordinator | 29 | 11 | Advancement/Comm Engagement |
| 09/07/2024 | Hitrik, Derek | Campus Police Officer | 19 | 2 | Public Safety-RV |
| 09/07/2024 | Zampi, Valerie | Library Access Services Specialist I | 17 | 1 | Library-Central |
| 09/17/2024 | Todd, Eric | Grounds Maintenance Worker Lead | 17 | 0* | Facilities Operations-TP/SS |

STAFF EMPLOYMENTS: Ethnicity and Gender

| | White | Black | Hispanic | Asian | American Indian | Other/2 or More | TOTAL |
|--------------|----------|----------|----------|----------|-----------------|-----------------|-----------|
| Female | 2 | 5 | 5 | 0 | 0 | 1 | 13 |
| Male | 1 | 4 | 0 | 0 | 0 | 0 | 5 |
| TOTAL | 3 | 9 | 5 | 0 | 0 | 1 | 18 |

STAFF SEPARATIONS: Ethnicity and Gender

| | White | Black | Hispanic | Asian | American Indian | Other/2 or More | TOTAL |
|--------------|----------|----------|----------|----------|-----------------|-----------------|----------|
| Female | 2 | 1 | 0 | 0 | 0 | 0 | 3 |
| Male | 2 | 0 | 0 | 0 | 0 | 0 | 2 |
| TOTAL | 4 | 1 | 0 | 0 | 0 | 0 | 5 |

* Less than one year

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 5C
November 11, 2024

**GRADUATES RECEIVING THE ASSOCIATE DEGREE AND
THE PROGRAM CERTIFICATE IN FALL 2024**

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.

BACK-UP INFORMATION

Board Resolution
List of Graduates (Board members only)

RESPONSIBLE SENIOR ADMINISTRATORS

Dr. Cabellon
Dr. Price

RESOURCE PERSONS

Mr. Cartledge

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 5C
November 11, 2024

**Subject: Graduates Receiving the Associate Degree and the Program Certificate in
Fall 2024**

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 fall 2024 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 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: 5D
November 11, 2024

**NATIONAL AND STATE OF MARYLAND DESIGNATED
AWARENESS DAYS AND MONTHS FOR 2025**

BACKGROUND

Federal and state laws have designated specific days and months throughout the year to recognize and celebrate America's diversity. These designated national and state awareness days and months provide opportunities to acknowledge, honor, and celebrate the contributions of women; members of the gay, lesbian, bisexual, and transgender communities; individuals with a disability; and individuals and peoples of Arab American, Asian American/Pacific Islander, Black/African American, Caribbean American, German American, Hispanic/Latino, Irish American, Italian American, Jewish American, Native American, and Polish American heritage.

Montgomery College is a diverse, multi-ethnic, multi-cultural, and international learning community committed to fostering academic and work environments across the College at all campuses, the East County Education Center, workforce centers, and all learning and working sites throughout the county in order to acknowledge and celebrate the contributions of its diverse students, employees, and communities. The designated national and state awareness days and months create unique opportunities at Montgomery College to acknowledge and celebrate these contributions with our local, regional, and national communities.

RECOMMENDATION

It is recommended that the Board of Trustees adopt this resolution to reaffirm its support of the programs and activities at Montgomery College to commemorate and celebrate the federal and state of Maryland awareness days and months. It is also recommended that the Board encourage the College community to participate in these College and community based activities.

BACKUP INFORMATION

Board Resolution
National and State of Maryland Designated Awareness Days and Months for 2025 Attachment

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Cain

RESOURCE PERSON

Ms. Jones

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

Resolution Number:
Adopted on:

Agenda Item Number: 5D
November 11, 2024

Subject: National and State of Maryland Designated Awareness Days and Months for 2025

WHEREAS, Federal and state laws have designated and proclaimed specific days and months throughout the year to acknowledge and celebrate diversity and ethnic and cultural heritages; and

WHEREAS, The designated national and state awareness days and months provide opportunities to acknowledge, honor, and celebrate the contributions of women; members of the gay, lesbian, bisexual, and transgender communities; individuals with a disability; and individuals and peoples of Arab American, Asian American/Pacific Islander, Black/African American, Caribbean American, German American, Hispanic/Latino, Irish American, Italian American, Jewish American, Native American and Polish American heritage; and

WHEREAS, Montgomery College is a diverse, multi-ethnic, multi-cultural, and international learning community committed to fostering academic and work environments across the College at all campuses, the East County Education Center, workforce centers, and all learning and working sites throughout the county in order to acknowledge and celebrate the contributions of its diverse students, employees, and communities; and

WHEREAS, Montgomery College supports programs and activities that acknowledge, commemorate, and celebrate the contributions of its diverse students, faculty, staff, and members of its diverse surrounding communities; and

WHEREAS, The College will plan various events, library displays, and/or host speakers for a designated federal or state awareness day or month celebration; and

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

Resolved, That the Board of Trustees hereby endorses and supports observances and activities of designated federal and state awareness days and months; and be it further

Resolved, That the Board of Trustees hereby encourages all members of the Montgomery College community to participate in planning programs and activities and attending observances for designated federal and state awareness days and months.

ATTACHMENT

NATIONAL AND STATE OF MARYLAND DESIGNATED AWARENESS DAYS AND MONTHS FOR 2025

The designated national and state awareness days and months that Montgomery College will acknowledge and celebrate in 2025 are below.

| Month | Event |
|-------------------|--|
| February | Black/ African American History |
| March | Irish-American Heritage National Women's History |
| April | National Arab American Heritage |
| May | Asian Pacific American Heritage Jewish American Heritage |
| June | Juneteenth National Freedom Day LGBTQ Pride Month National Caribbean-American Heritage National Immigrant Heritage Month |
| September | National African Immigrant Heritage Month |
| September-October | National Hispanic Heritage |
| October | German American Heritage National Italian American Heritage National Disability Employment Awareness Polish American Heritage |
| November | National Native American Heritage |

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 6A
November 11, 2024

**AWARD OF CONTRACT
LIFE, AD&D, DISABILITY AND VOLUNTARY BENEFITS
BID E925-001**

BACKGROUND

| | |
|---------------------------------|--|
| Request: | Life, AD&D (Accidental Death & Dismemberment), and Disability Benefits |
| Office/SVP Originating Request: | Senior Vice President for Administrative and Fiscal Services |
| Award Type: | Competitive |
| Bid Number: | E925-001 |
| Explanation of Request: | <p>The senior vice president for administrative and fiscal services is requesting an award of contract for a life, AD&D (accidental death and dismemberment), and disability benefit service provider.</p> <p>Employee and dependent/spousal life insurance, accidental death and dismemberment (AD&D), and disability benefits are offered to Montgomery College employees, and basic life insurance is also offered to retirees. These benefits attract and maintain high-quality talent, provide financial stability when an employee is unable to work due to injury or illness, and offer financial relief to the family when an employee, or their dependent or spouse passes away.</p> <p>Without these important benefits, employees and family members will be burdened with financial challenges related to injury, long-term illness, and/or death. In addition, keeping these benefits is essential to ensure Montgomery College's comprehensive benefits package remains competitive.</p> |
| Reason Being Brought to Board: | Board approval is required for all contract awards valued over \$250,000. |
| Certification: | The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and consultant, and the chief business/financial strategy officer certifies the total annual fee is shared by the College (\$401,915), its employees (\$560,832), and retirees (\$2,945), and that funds are available in the FY25 operating budget for the College's share of the annual fee. Available funding |

| | |
|-------------------------|---|
| | beyond first year of contract, for the College's share of annual fee, is subject to annual appropriation. |
| Annual Dollar Amount: | \$965,692 |
| Vendor Name: | The Standard (Life/AD&D) The Hartford Group Benefits (Disability) |
| Vendor Address: | <ul style="list-style-type: none"> • Portland, Oregon • Hunt Valley, Maryland |
| Term of Contract: | Three-year term, with two one-year renewal options |
| Minority Status | Non-minority |
| Minority Classification | NA |

RECOMMENDATION

It is recommended that the Board of Trustees approve a three-year award of contract to The Standard, of Portland, Oregon, for Life/AD&D benefit services, and The Hartford Group Benefits in Hunt Valley, Maryland, for Disability benefit services.

It is further recommended that the contract be renewed for two additional one-year periods, under the same terms and conditions, at the sole discretion of the College, provided services are satisfactory, funding is available, and renewals are in the best interest of the College.

BACKUP INFORMATION

Board Resolution
Bid Summary (Board Members Only)
Bidders List (Board Members Only)
Policy 35001 – Compensation Programs

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Ms. Leitch Walker
Ms. Mason
Mr. Johnson

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

Resolution Number:
Adopted on:

Agenda Item Number: 6A
November 11, 2024

**Subject: Award of Contract, Life, AD&D, Disability, and Voluntary Benefits,
Bid e925-001**

WHEREAS, The senior vice president for administrative and fiscal services is requesting an award of contract for a life, AD&D (accidental death and dismemberment), and disability benefit service provider; and

WHEREAS, The above benefits attract and maintain high-quality talent, provide financial stability when an employee is unable to work due to injury or illness, and offer financial relief to the family when an employee, or their dependent or spouse passes away; and

WHEREAS, The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and consultant, and the chief business/financial strategy officer certifies the total annual fee is shared by the College (\$401,915), its employees (\$560,832), and retirees (\$2,945), and that funds are available in the FY25 operating budget for the College's share of the annual fee; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a Request for Proposal was publicly advertised on July 3, 2024, on the Montgomery College Procurement and the State of Maryland eMaryland Marketplace Advantage websites; and

WHEREAS, 32 firms downloaded the Request for Proposal from the Montgomery College procurement website, of which, 11 were identified as minority business enterprises; and

WHEREAS, 5 responses including two vendors who were not considered because they did not make the shortlist, were received, read aloud, and recorded in the office of procurement, beginning at 3:00 pm on July 22, 2024; and

WHEREAS, Upon evaluation of all vendor proposals by appropriate College staff, it was determined that the proposals submitted by The Standard of Portland, Oregon, and The Hartford Group Benefits of Hunt Valley, Maryland were the highest ranked, meeting all College requirements; and

WHEREAS, This resolution aligns with Montgomery College Strategic Plan Goal 2: Cultivate a sense of belonging for everyone at the College, and Goal 3: Enhance educational and organizational effectiveness; and

WHEREAS, Awards resulting from competitive sealed proposals valued above \$250,000 require Board of Trustees approval; and

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

Resolved, That the Board of Trustees approve a three-year award of contract to The Standard of Portland, Oregon, for Life/AD&D benefit services, and The Hartford Group Benefits of Hunt Valley, Maryland, for Disability benefit services; and be it further

Resolved, That the contract be renewed for two additional one-year periods under the same terms and conditions, at the sole discretion of the College, provided services are satisfactory, funding is available, and renewals are in the best interest of the College; 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**

Agenda Item Number: 6B
November 11, 2024

**AWARD OF CONTRACT,
CONSTRUCTION MANAGER AT RISK FOR THE ROCKVILLE MACKLIN TOWER LIBRARY
RENOVATION, ROCKVILLE CAMPUS–PART I, BID 625-004**

BACKGROUND

| | |
|---------------------------------|--|
| Request: | Construction manager at risk (CMAR) for the Rockville Campus Macklin Tower Library renovation |
| Office/SVP Originating Request: | Senior Vice President for Administrative and Fiscal Services |
| Award Type: | Competitive |
| Bid Number: | 625-004 |
| Explanation of Request: | <p>The senior vice president for administrative and fiscal services is requesting an award of contract for the renovation of the Macklin Tower Library on the Rockville Campus. This award will engage the CMAR to review designs provided by the architectural/engineering firm contracted by the College, evaluate possible value engineering solutions, develop cost estimates, solicit bids once designs are finalized, award the contract, and manage the project from start to completion.</p> <p>The associated contract will be awarded in two parts: (1) appointment of the CMAR, along with an award of contract for pre-construction services and CMAR fee, and (2) approval of a guaranteed maximum price (GMP) submitted by the CMAR for all associated renovation project costs.</p> |
| Reason Being Brought to Board: | Board approval is required for bid awards valued over \$250,000. |
| Certification: | The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that FY25 capital funds in the amount of \$2,000,000, are available for all pre-construction services and CMAR fee, and the remaining \$2,056,982 will be available in the FY26 capital budget. |
| Dollar Amount: | \$4,056,982 |
| Vendor Name: | Henley Construction Co., Inc. |
| Vendor Address: | Gaithersburg, Maryland |
| Minority Status: | Non-minority |
| Minority Classification: | NA |
| Term of Contract: | One-time purchase |

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Henley Construction Co. Inc. of Gaithersburg, Maryland, as the CMAR for the renovation of the Macklin Tower Library located on the Rockville Campus.

It is further recommended that a contract for pre-construction services and CMAR fee associated with this project, be awarded to Henley Construction Co. Inc. of Gaithersburg, Maryland, for a one-time purchase in the amount of \$4,056,982.

This recommendation will be followed up by the submittal of the guaranteed maximum price (GMP) provided by Henley Construction Co. Inc. of Gaithersburg, Maryland, for all associated project costs, for Board of Trustees approval.

BACKUP INFORMATION

Board Resolution
Bid Summary (Board Members Only)
Bidders List (Board Members Only)
Policy 41000 – Student Success

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 6B
November 11, 2024

Subject: Award of Contract, Construction Manager at Risk for the Rockville Macklin Tower Library Renovation, Rockville Campus—Part 1, Bid 625-004

WHEREAS, The senior vice president for administrative and fiscal services is requesting an award of contract for the renovation of the Macklin Tower (MT) Library located on the Rockville Campus; and

WHEREAS, The College continues to utilize the Construction Manager at Risk (CMAR) procurement method because it allows for the selection of the most qualified construction manager for the project, and provides an opportunity for contractor and architect coordination during the renovation/construction project design process; and

WHEREAS, The CMAR procurement method also allows for transparency of the overall bidding and construction process, including the costs incurred by the construction manager, and requires the use of pre-qualified subcontractors; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a Request for Proposal was publicly advertised on September 3, 2024, on the Montgomery College Procurement and eMaryland Marketplace websites; and

WHEREAS, The director of procurement certifies that project specifications and drawings were developed by appropriate College staff and the chief business/financial strategy officer certifies that FY25 capital funds in the amount of \$2,000,000, are available for all pre-construction services and CMAR fee, and the remaining \$2,056,982 will be available in the FY26 capital budget; and

WHEREAS, 79 companies downloaded the solicitation from the Procurement website, of which, 26 were identified as minority business enterprises, and one firm received the solicitation document from another source; and

WHEREAS, On September 24, 2024, 12 responses, including three no-bids, were received by the Montgomery College procurement department by 2:00 p.m. local time; and

WHEREAS, Following the evaluation of technical and price proposals of all qualified offerors, it was determined that Henley Construction Co. Inc. of Gaithersburg, Maryland, was the highest ranked offeror, meeting all College requirements; and

WHEREAS, This resolution aligns with Montgomery College Strategic Plan Goal 3: Enhance educational and organizational effectiveness; and

WHEREAS, Board approval is required for bids valued above \$250,000; and

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

Resolved, That Henley Construction Co. Inc. of Gaithersburg, Maryland, be appointed as CMAR for the renovation of the Macklin Tower Library located on the Rockville Campus; and be it further

Resolved, That a contract for pre-construction services and CMAR fee associated with this project, be awarded to Henley Construction Co. Inc. of Gaithersburg, Maryland, for a one-time purchase in the amount of \$4,056,982; 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**

Agenda Item Number: 7
November 11, 2024

THE PROPOSED FY26 CAPITAL BUDGET

BACKGROUND

The proposed FY26 capital budget and six-year FY25–30 capital improvement program was presented and discussed at the October 14, 2024, Board of Trustees meeting. The capital improvement program is supported by and implements the College’s Facilities Master Plan. The request for FY26 is the second half of the FY25–26 biennial capital budget and totals \$184,941,000. A copy of the proposed capital budget was distributed to the board at its October meeting. No changes to the budget were requested by the board. The board’s adoption of the proposed FY26 capital budget is necessary for the county executive’s consideration of these requests in the county’s capital improvement program. Attached is a summary table that shows the approved FY25 appropriation by project, along with the FY26 request for each project.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the FY26 capital budget, which requests a total of \$184,941,000 and authorize the transmittal of the budget to the county.

BACKUP INFORMATION

Board Resolution
FY26 Capital Budget Summary

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Schramm

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 7
November 11, 2024

Subject: The Proposed FY26 Capital Budget

WHEREAS, On the basis of the College's Facilities Master Plan and future enrollment projections, the proposed FY26 capital budget and six-year FY25–30 capital improvement program has been developed by appropriate College personnel; and

WHEREAS, The proposed FY26 biennial capital budget and six-year FY25–30 capital improvement program must be transmitted to the Montgomery County government for inclusion in the county executive's recommended capital improvements program; and

WHEREAS, The proposed FY26 capital budget aligns with all four goals identified in Montgomery College's Strategic Plan; and

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

Resolved, That the Board of Trustees adopt the proposed FY26 capital budget and six-year FY25–30 capital improvement program and authorize the president of the College to transmit the project description forms to the county executive for review and recommendation in the county's capital improvement program.



FY26 Capital Budget Proposed
Second Year of the Biennial Capital Budget
as part of FY25 - FY30 CIP (in \$000s)

| | FY25 Approved | FY26 Request |
|--|------------------|------------------|
| Collegewide -- General | | |
| ADA Compliance | \$ 75 | \$ 75 |
| Capital Renewal | 2,000 | 5,000 |
| Collegewide Central Plant & Distribution Systems | 1,000 | 1,500 |
| Collegewide Library Renovations | 2,000 | 22,434 |
| Collegewide Physical Education Renovations | - | - |
| Elevator Modernization | 54 | 200 |
| Energy Conservation | 300 | 300 |
| Facility Planning | 270 | 270 |
| Instructional Furniture & Equipment | 270 | 270 |
| Planned Life-Cycle Asset Replacement | 4,000 | 7,000 |
| Planning, Design & Construction | 1,900 | 1,900 |
| Roof Replacement | 1,840 | 1,563 |
| Site Improvements | 610 | 800 |
| Total Collegewide -- General | \$ 14,319 | \$ 41,312 |

| | FY25 Approved | FY26 Request |
|--|------------------|------------------|
| Collegewide -- Information Technology | | |
| Information Technology | 9,250 | 9,250 |
| Network Infrastructure and Server Operations | 4,100 | 4,100 |
| Student Learning Support Systems | 1,700 | 1,700 |
| Total Collegewide -- Information Technology | \$ 15,050 | \$ 15,050 |

| | FY25 Approved | FY26 Request |
|--|------------------|-------------------|
| Germantown Campus Projects | | |
| Germantown SA Building Renovation and Add. Phase 1 | - | - |
| Germantown SA Building Renovation and Add. Phase 2 | - | - |
| Germantown Student Services Center | - | 119,237 |
| Total Germantown | \$ - | \$ 119,237 |

| | FY25 Approved | FY26 Request |
|--|------------------|-----------------|
| Rockville Campus Projects | | |
| Rockville Student Services Center | - | - |
| Rockville Theatre Arts Building Renovation | - | 4,342 |
| Total Rockville | \$ - | \$ 4,342 |

| | FY25 Approved | FY26 Request |
|--|------------------|-----------------|
| Takoma Park/Silver Spring Campus Projects | | |
| TP/SS Math & Science Center | - | - |
| Total Takoma Park/Silver Spring | \$ - | \$ - |

| | FY25 Approved | FY26 Request |
|--------------------------|------------------|-----------------|
| East County | | |
| Fourth Campus | 500 | 5,000 |
| Total East County | \$ 500 | \$ 5,000 |

| | | |
|--------------------|------------------|-------------------|
| Grand Total | \$ 29,869 | \$ 184,941 |
|--------------------|------------------|-------------------|