

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Special Meeting
October 24, 2006*

A Special Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, October 24, 2006, in the Administration and Student Affairs Building Board Room, beginning at 7:30 AM. In attendance:

Board Members

Guy Altieri, Secretary / President
Carolyn W. Brooks, Vice-Chair
Wayne E. Alter, Jr. (by telephone)
Pamela Christoffel
Merle S. Elliott
Richard W. Phoebus

HCC Affiliates

Anna Barker - Vice President, Administration and Finance
Barbara Roulette – Recording Secretary
Elizabeth Stull - Director, Public Information / Government Relations

Other

Erin Julius – Reporter, Herald Mail

Call to Order

Ms. Carolyn Brooks, Vice-Chair, presided and convened the regular meeting at 7:31 AM.

Select General Contractor for Career Programs Building Renovations

On September 19, 2006, bids were received from four (4) general contracting firms for the Career Programs Building renovations project. Since all the bids were \$2.4 million higher than the project budget, a re-bid was held on October 19, 2006.

On this re-bid, Brechbill & Helman were the low bidding firm for Base Bid No. 2, plus Alternate No. 1 (Fire Pump Station) and Alternate No. 2 (Porcelain Tile Wainscot & Wood Cap) at \$14,853,100. C. William Hetzer was the low bidding firm for Base Bid No. 1 plus Alternate No. 3 (Paving of Academic Boulevard Entrance) at \$2,286,200. The total amount of the bids at \$17,139,300 exceeded the funds available for the project by \$563,075.

Mr. Elliott said that the College would negotiate with both contractors prior to finalizing the contracts. If additional funds were then needed, the County would be asked to fund the shortfall.

Failing that, the College would fund the shortfall from the Fund Balance. Mr. Alter moved to approve the recommendation to accept Brechbill & Helman's bid of \$14,853,100 for Base Bid No. 2 and Alternates 1 and 2, and C. William Hetzer's bid of \$2,286,200 for Base Bid No. 1 and Alternate 3, with additional negotiations to take place with each contractor prior to finalizing the contracts. Mr. Elliott seconded, and the motion carried unanimously.

Brief MACC Updates

President Altieri discussed upcoming MACC events. The Trustees' Workshop and Legislative Reception will be held on January 22, 2007. Mr. Pheobus, Ms. Christoffel, and Mr. Elliott expressed an interest in attending if their respective schedules permit.

Remarks from Trustees

Mr. Elliott said that the second annual meeting with the mayors from local municipalities, held on October 23, 2006, went very well. Six mayors attended, including Mayor Bruchey of Hagerstown. All expressed support of the College and would welcome the opportunity to meet on an annual basis. The group was assured that now that the College is pursuing open space funding, HCC will strive to increase the total amount awarded rather than take a share of the existing funds. The \$120,000 received by the College in FY06 was used to resurface and light the tennis courts and repair the floor of the ARCC. Vice President Barker said that in the context of this funding, open space must designate space that is available for use by the public.

Adjournment

There being no further business or discussion, the special meeting was adjourned at 8:05 AM.

The next regularly scheduled meeting will be held on Friday, November 17, 2006, in the Administration and Student Affairs Board Room, beginning at 12:00 Noon. The regular meeting will be followed by a joint meeting with the Washington County legislative delegation in the College Center, Conference Rooms 1 and 2, beginning at 2:30 PM.

Respectfully submitted,

Guy Altieri, Ed.D.
President/Secretary

GA/bwr