

Allegany College of Maryland  
BOARD OF TRUSTEES

December 12, 2019

PUBLIC SESSION

The Board of Trustees met Monday, December 12, 2019, at 8 am in the Board Room. Members present included Mr. Kim Leonard (Chair), Ms. Jane Belt (Vice Chair), Ms. Linda Buckel, Ms. Joyce Lapp, Mr. Barry Ronan (via phone), and Dr. Cynthia Bambara (President and Secretary/Treasurer).

Others in attendance:

VP David Jones	VP Christina Kilduff	VP Kurt Hoffman
Scott Harrah	Melinda Duckworth	John Bone
Marianne Shedlock	Nicole Frost	Arthur Priadkin
Wendy Knopsnider	Bobbie Cameron	

**Approval of Minutes**

The Trustees approved the November 18, 2019, minutes on a motion and second by Ms. Lapp and Ms. Belt, respectively.

**Chairman's Update**

Mr. Leonard noted the upcoming events.

**President's Updates**

Dr. Bambara dispensed with her comments.

**Approval of Graduates**

Ms. Shedlock reported that 166 students applied to graduate with 148 students eligible for the fall 2019 commencement ceremony. Following a motion by Ms. Belt and second by Ms. Lapp, the Trustees approved the list of candidates for the 2019 fall commencement ceremony.

**Approval of ADA Lift for College Center Loft**

To avoid any conflict of interest, Ms. Belt recused herself from this agenda item. Ms. Kilduff explained the need to address an ADA issue that will provide accessibility to the College Center Loft for meetings or classes because the stair lift is no longer operational. An elevator-type lift design will use a corner of the Hazen Gallery to take riders to the Loft. Only one bid for the construction and lift equipment installation was received when bids were opened October 30, 2019 from Harbel Construction, Inc.

Ms. Kilduff recommended that the Board approve the bid from Harbel Construction, Inc. for the ADA lift construction and lift installation project, and authorize the College to work with Harbel to possibly value engineer the project to reduce overall project costs.

It is recommended that once the value engineering has been completed and the total project cost has been reduced as much as reasonably possible without negatively impacting the project scope, the College will be authorized to move forward with the necessary contract to have the project work completed.

In addition, it is recommended that the Board approve use of College Sustainability Fees to fund the difference between the amended project cost quote and the \$40K available from the City of Cumberland's Community Development Block Grant (CDBG) for the College Center ADA lift construction and installation project. On a motion from Ms. Lapp and second by Ms. Buckel, the Trustees approved the College Center ADA Lift project using the two funding sources up to a total project cost of \$85K.

### **WCI Adaptive Community and Workforce Training Facility**

To avoid any conflict of interest, Ms. Belt recused herself from this agenda item. Ms. Kilduff provided background information on the WCI Adaptive Community and Workforce Training Facility construction project in conjunction with Allegany County Government. Project specifications were put out for competitive bid. Sealed bids were opened and tabulated by Allegany County Government representatives. Discussion followed.

It is recommended that the Board approve the selection of the low bid of \$2,340,540 from Daystar Builders, Inc. for the construction of the new Adaptive Community and Workforce Training Facility building, and approve the County contracting with Daystar Builders, Inc. on behalf of Allegany College of Maryland for the new building construction project. The final construction contract will be contingent on Allegany County Commissioners' approval, the official State grant award and encumbrance of \$1.65M in State funds, and the College is lining up approximately \$450,000 in College funds to fund any deficits. The Trustees approved the selection of Daystar Builders, Inc. bid of \$2,340,540 for the construction of the WCI Adaptive Community and Workforce Training Facility on a motion by Ms. Buckel and second by Mr. Ronan.

### **Welcome Center Project Update**

David Jones provided an update on the new Welcome Center. As shared previously, the design was approved by the Board, meets the goal and purpose of the project, and is within the budget. The project is being completed through a design/build process. As a reminder, the Foundation Board approved the concept and design as well as utilizing funds from the Thomas Estate Fund. The total cost of the design/build is \$494,475. Construction began on November 17, 2019 and is expected to be finalized in March 2020.

On a motion by Ms. Lapp and a second by Ms. Buckel the Trustees went in to Executive Session at 8:30 am to consider the acquisition of real property for a public purpose and matters directly related thereto [Article § 3-305(b) (3)], covered under the Maryland Open Meetings Act.

The Trustees returned from Executive Session and adjourned the meeting at 8:40 a.m.

Respectfully submitted,

Kim Leonard  
Chair

Cynthia Bambara  
Secretary/Treasurer