

Allegany College of Maryland
BOARD OF TRUSTEES

August 30, 2021

PUBLIC SESSION
MINUTES

At 4:03 pm, the Board of Trustees met virtually to consider the ACM Gateway Building Roof Restoration project bid recommendation. Board members present included Mr. Kim Leonard (Chair), Ms. Jane Belt (Vice Chair), Ms. Mirjhana Buck, Ms. Joyce Lapp, Ms. Michele Martz, and Mr. Jim Pyles (by phone). Dr. Cynthia Bambara (President and Secretary/Treasurer).

Others attending virtually were VPs Christina Kilduff, David Jones, and Kurt Hoffman, as well as Mr. Scott Harrah, Ms. Debby Hardinger, Ms. Kara Riley, and Ms. Bobbie Cameron.

Mr. Leonard called the meeting to order at 4:03 pm. He noted the one action item for the Trustees' consideration is the bid recommendation for the ACM Gateway Building roof restoration.

Mr. Leonard turned the meeting over to Ms. Kilduff to provide details of the project. As part of the Facilities Master Plan update this past year, thermal scans were done for the roofs of all ACM-owned buildings to prioritize the projects. The Gateway Center roofing project has a much smaller roof area that needs restoration.

ACM has worked with Tremco, Inc. on several recent roof projects, and has been satisfied by their services and professionalism. Tremco is a member of the E&I purchasing cooperative, which is recognized by the State of Maryland and validated by the National Institute of Governmental Purchasing (NIGP) as complying with generally accepted procurement standards. By using the purchasing cooperative and working directly with Tremco, ACM is able to more quickly turn around bids, as Tremco pre-qualified and pre-approved contractors essentially do a pre-bid for their services within their contract with Tremco. Tremco still serves as the project manager and inspector for the overall project. Three sealed bids were tabulated and reviewed by ACM personnel. As all bidders are approved Tremco contractors, ACM personnel were comfortable with all of the bidders for this project

To avoid any conflict of interest, Ms. Belt recused herself from the discussion during this part of the meeting. Ms. Kilduff explained three bids were received and reviewed. She is recommending the Board approve selection of the low bid from Hite Roofing with Option #2 30-year warranty and service agreement in the amount of \$153,400 for the Gateway Building roof restoration project. It is also recommended for the Board to allow the College to move forward with an applicable contract with Hite Roofing in conjunction with project manager, Tremco, Inc., to manage and complete the Gateway Building Roof Project.

Following a motion and second by Ms. Buck and Ms. Martz, respectively, the Trustees approved the project recommendations as presented. Ms. Belt rejoined the meeting. With no further business, the meeting adjourned at 4:10 p.m.

Respectfully submitted,



Mr. Kim B. Leonard
Chairman



Dr. Cynthia Bambara
Secretary/Treasurer