



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
May 7, 2012**

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

Agenda Item Number: 5
May 7, 2012

**AFFIRMATION OF EMERGENCY CONTRACT AWARD
DIRECT DIGITAL CONTROLS REPAIRS
GERMANTOWN CAMPUS**

BACKGROUND

On the evening of April 18, 2012, numerous electronic components of the direct digital controls system that manage the production and distribution of hot and chilled water in the Germantown Campus' central plant failed. These components provide climate control within all campus buildings. This resulted in a complete inability to maintain comfortable temperature and humidity. Contractor maintenance personnel and campus maintenance staff worked throughout the evening to get the system functional. The systems were back online prior to the start of the next day's classes. However, the repairs were temporary since further investigation revealed that replacement of the failed electronic components was an immediate need in order to avoid a repeat of this mechanical/electrical failure. Based on this information, the senior vice president for administrative and fiscal services determined on April 20 that an emergency procurement was warranted.

Direct digital controls systems are proprietary; therefore, only authorized dealers can provide parts and repair services. The system for the Germantown Campus is a Siemens product. Siemens is a world-wide, reputable provider of such systems. The original system was installed in the central plant on the Germantown Campus in 1995. These systems normally have a useful life of 20 years, with periodic updates. The failure of the control panels and electronics on April 18 is directly related to the age of the system and lack of system upgrades. Although this work was not planned to take place at this time due to workload and other priorities, it has long been desired and planned to replace and upgrade the entire campus direct digital controls system at one time.

Therefore, under the circumstances, Siemens was asked to provide an immediate emergency proposal for replacement of the affected control panels and electronic components of the system. At the request of the Office of Procurement, Siemens confirmed to the College that it is the only source that can address this emergency request.

The cost proposal for replacement of these parts is \$81,485. Because the system is both complex and aging, it is anticipated that additional repair requirements will be necessary during the process of replacing these identified components. For this reason, an additional \$10,000 is being budgeted as a contingency for this work.

This type of maintenance is anticipated and budgeted in the FY12 capital budget planned life cycle and asset replacement project.

RECOMMENDATIONS

It is recommended that the Board of Trustees affirm the authorization of procurement, on an emergency basis, to Siemens Industry, Inc., of Beltsville, Maryland, at a cost of \$81,485. It is also requested that an additional expenditure authority of \$10,000 be granted as a contingency.

BACK-UP INFORMATION

Board Resolution

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Jones

RESOURCE PERSONS

Mr. Capp
Ms. Sherman
Mr. Johnson

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

Resolution Number: **12-05-032**
Adopted on: **05/07/12**

Agenda Item Number: 5
May 7, 2012

**Subject: Affirmation of Emergency Contract Award, Direct Digital Controls Repair,
Germantown Campus**

WHEREAS, in April 2012, the vice president of facilities and security requested a purchase order, on an emergency basis, for repairs on the Germantown Campus due to a catastrophic failure of the direct digital controls system; and

WHEREAS, the vice president of facilities and security and the senior vice president for administrative and fiscal services affirmed that an emergency existed on April 20, 2012, and that a critical need for repair activities existed on the Germantown Campus in order to ensure that the campus would not need to cancel classes and operations due to climate control failing in all buildings; and

WHEREAS, immediate action was required in order to begin the direct digital controls system repair process on the Germantown Campus; and

WHEREAS, College policy permits the formal bidding process to be dispensed with in the event of an emergency procurement; and

WHEREAS, the vice president of business services certifies that funds are available in the FY12 capital budget; and

WHEREAS, in accordance with College policy on emergency procurements, appropriate notifications were provided to the extent possible at the time; and

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

Resolved, That a purchase order is affirmed for providing for the repairs to the Germantown Campus direct digital controls system, to Siemens Industry, Inc., of Beltsville, Maryland, on an emergency basis, at a fee of \$81,485 with an additional contingency amount of \$10,000.

DPP:abg