



Board of Trustees Meeting Minutes

Special Meeting

March 12, 2025 | 5:00 pm | 2403 W. 8th Street, Erie West, Founder's Rm 307A

[Zoom Meeting ID: 864 7949 2792](#)

[Zoom Passcode: 113651](#)

1. Call to Order-Time 5:00pm

2. Roll Call

Trustee	Roll Call
Ejay Fyke	Y via Zoom
Geoffrey Groce	Y
Kurt Hersch	Y
Robert Merrill	Y
Msg. David Rubino	Y
Vice Chairperson Cheryl Rush Dix	Y via Zoom
Christina Vogel	Y
Chairperson Dr. Michael Victor	Y via Zoom

College Employees/Other Attendees (4)

Founding President Chris Gray PhD; Executive Vice President Guy Goodman via Zoom; CFO Frank Moore via Zoom; and Solicitor Pat Kennedy.

3. Public Participation-None

The trustees were reminded that all business items were brought forth during a special meeting to improve the timeline for the West Campus renovation. All items were reviewed and approved.

4. **New Business-Resolution to Approve the Contract with Corporate Glass in the Amount of \$824,730 for Window and Door Replacement at EC3 Erie West Campus [Board Report #25-04] (pg. 03)**

Trustee	Motion 1	Vote
Ejay Fyke		Y
Geoffrey Groce		Y
Kurt Hersch	2	Y
Robert Merrill		Y
Msg. David Rubino	1	Y
Vice Chairperson Cheryl Rush Dix		Y
Christina Vogel		Y
Chairperson Dr. Michael Victor		Y

The motion to approve the contract with Corporate Glass in the amount of \$824,730 for window and door replacement at EC3 Erie West Campus was approved unanimously via voice vote.

5. **New Business-Resolution to Approve the Contract with McCreary Roofing in the Amount of \$376,600 to Provide Roof Replacement Service to the West Campus Location [Board Report #25-05] (pg. 4)**

Trustee	Motion 2	Vote
Ejay Fyke		Y
Geoffrey Groce		Y
Kurt Hersch	2	Y
Robert Merrill	1	Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix		Y
Christina Vogel		Y
Chairperson Dr. Michael Victor		Y

The motion to approve the contract with McCreary Roofing in the amount of \$376,600 to provide roof replacement service to the West Campus location was approved unanimously via voice vote.

6. New Business- Resolution to Approve the Contract with Amark in the Amount of \$55,336 to Provide Asbestos Abatement Services for the West Campus Location [Board Report#25-06] (pg. 05)

Trustee	Motion 3	Vote
Ejay Fyke		Y
Geoffrey Groce		Y
Kurt Hersch	1	Y
Robert Merrill		Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix	2	Y
Christina Vogel		Y
Chairperson Dr. Michael Victor		Y

The motion to approve the contract with Amark in the amount of \$55,336 to provide asbestos abatement services to the West Campus location was approved unanimously via voice vote.

7. Executive Session-None

8. Motion to Adjourn-Time 5:18pm

Trustee	Motion 4	Vote
Ejay Fyke		Y
Geoffrey Groce		Y
Kurt Hersch	1	Y
Robert Merrill		Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix	2	Y
Christina Vogel		Y
Chairperson Dr. Michael Victor		Y

The motion to adjourn was approved unanimously via voice vote.

Next Regular Meeting March 26, 2025 at 5:00PM



COMMUNITY
COLLEGE

Board of Trustees

Special Meeting Book

March 12, 2025

EC3 Erie West

2403 West 8th Street

Founders' Room 307A

Erie, Pennsylvania 16505

Meeting ID: 864 7949 2792 | Passcode: 113651



Board of Trustees Meeting Agenda

Special Meeting

March 12, 2025 | 5:00 pm | 2403 W. 8th Street, Erie West, Founder's Rm 307A

[Zoom Meeting ID: 864 7949 2792](#)

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1. Call to Order

2. Roll Call

3. Public Participation

4. New Business-Resolution to Approve the Contract with Corporate Glass in the Amount of \$824,730 for Window and Door Replacement at EC3 Erie West Campus [Board Report #25-04] (pg. 03)

5. New Business- Resolution to Approve the Contract with McCreary Roofing in the Amount of \$376,600 to Provide Roof Replacement Services to the West Campus Location [Board Report #25-05] (pg. 04)

6. New Business- Resolution to Approve the Contract with Amark in the Amount of \$55,336 to Provide Asbestos Abatement Services for the West Campus Location [Board Report #25-06] (pg. 05)

7. Executive Session (if needed)

8. Motion to Adjourn

Next Regular Meeting March 26, 2025 at 5:00PM



Resolution to Approve the Contract with Corporate Glass
in the Amount of \$824,730 For Window and Door Replacement at EC3 Erie West Campus

Information

The College publicly requested sealed bids to provide window and door replacement services for the EC3 Erie West campus.

EC3 was compliant with the PDE (Pennsylvania Department of Education) process of bidding and selecting the lowest bid that met the RFP (request for proposal) specifications for the items/services.

There was a public site visit on February 11, 2025. The sealed bids were received until March 4, 2025, at which time they were opened. Corporate Glass was the lowest responsible and responsive bid or quote received at \$824,730.

CONTRACT BIDS						
		Company:	Corporate Glass	Delray Window	Bidder's name	Bidder's name
		Base Bid:	\$300,545	\$345,440	NO BID	NO BID
Incl.	Alt.#	Alternate Description:				
y	1	Work At store Front Windows Around Large Front window	\$27,950	\$43,835		
y	2	Exterior Doors East and West (10&15)	\$33,790	\$56,525		
y	3	South Doors 1,2,3,8	\$17,425	\$31,600		
y	4	South Double Doors 4,5,7	\$27,675	\$44,235		
y	5	West Double door 9	\$8,970	\$15,920		
y	6	East Elevation windows	\$91,685	\$104,250		
y	7	West Elevation windows	\$127,820	\$121,800		
y	8	South Elevation Windows	\$188,870	\$189,795		
y - Denotes chosen alternates						
BASE BID PLUS CHOSEN ALTERNATES:			\$824,730.00	\$953,400.00	NO BID	NO BID
\$ ABOVE LOW BID WITH CHOSEN ALTERNATES:			\$0.00	\$128,670.00		
			1	0	0	0
Low Bid with Chosen Alternates:					\$824,730.00	
Low Bidder:					<i>Corporate Glass</i>	

Recommendation

It is recommended that the Board of Trustees moves to approve the contract with Corporate Glass in the amount of \$824,730 for window and door replacement services for the EC3 Erie West campus.



Resolution to Approve the Contract with McCreary Roofing in the Amount of \$376,600 to Provide Roof Replacement Services for the West Campus Location

Information

The College publicly requested sealed bids for a qualified and experienced Contractor to provide roof replacement services to the West Campus location.

EC3 was compliant with the PDE (Pennsylvania Department of Education) process of bidding and selecting the lowest bid that met the RFP (request for proposal) specifications for the items/services.

There was a public site visit on February 12, 2025. The sealed bids were received until March 5, 2025, at which time they were opened. McCreary Roofing was the lowest responsible and responsive bid or quote received at \$376,600.

CONTRACT BIDS						
		Company:	McCreary Roofing	A.W. Ferrell	Strongland Roofing	Jamestown Roofing
		Base Bid:	\$ 289,000	\$ 310,144	\$ 332,125	\$ 409,000
Incl.?	Alt.#	Alternate Description:				
y	1	Roof C & D	\$ 79,000	\$ 125,441	\$ 119,442	\$ 118,000
y	2	Interior Drain Plumbing	\$ 8,600	\$ 3,000	\$ 2,000	\$ 20,000
		y - Denotes chosen alternates				
		BASE BID PLUS CHOSEN ALTERNATES:	\$376,600.00	\$438,585.00	\$453,567.00	\$547,000.00
		\$ ABOVE LOW BID WITH CHOSEN ALTERNATES:	\$0.00	\$61,985.00	\$76,967.00	\$170,400.00
			1	0	0	0
		Low Bid with Chosen Alternates:	\$376,600.00			
		Low Bidder:	<i>McCreary Roofing</i>			

Recommendation

It is recommended that the Board of Trustees moves to approve the contract with McCreary Roofing in the amount of \$376,600 to provide roof replacement services for the West Campus location.



Resolution to Approve the Contract with Amark in the Amount of \$55,336 to Provide Asbestos Abatement Services to the West Campus Location

Information

The College publicly requested bids for a qualified and experienced Contractor to provide asbestos abatement services to the West Campus location.

EC3 was compliant with the PDE (Pennsylvania Department of Education) process of bidding and selecting the lowest bid that met the RFP (request for proposal) specifications for the items/services.

There was a public site visit on February 20, 2025. Bids were received until March 6, 2025 at which time they were opened. Amark was the lowest responsible and responsive bid or quote received at \$55,336.

CONTRACT BIDS						
		Company:	Amark	HomeTeam Properties	Dore & Associates	Bidder's name
		Room 111 (Cafeteria, Kitchen, Faculty Room, Restrooms, Offices, and ancillary rooms)	\$22,500.00	\$33,718.00	\$43,200.00	No Bid
Incl.?	Alt.#	Alternate Description:				
y	1	Room 111 - Built-in Walk-in Kitchen Cooler:	\$ 9,890	\$ 4,158	\$ 24,500	
y	2	Floor Level 1: Room 115	\$ 4,850	\$ 2,775	\$ 4,200	
y	3	Stair Towers on the East & West Sides of the Building:	\$ 12,100	\$ 21,000	\$ 10,300	
y	4	Room 304 & 305	\$ 5,996	\$ 8,315	\$ 10,400	
		y - Denotes chosen alternates				
		BASE BID PLUS CHOSEN ALTERNATES:	\$55,336.00	\$69,966.00	\$92,600.00	NO BID
		\$ ABOVE LOW BID WITH CHOSEN ALTERNATES:	\$0.00	\$14,630.00	\$37,264.00	
			1	0	0	0
		Low Bid with Chosen Alternates:	\$55,336.00			
		Low Bidder:	<i>Amark</i>			

Recommendation

It is recommended that the Board of Trustees moves to approve the contract with Amark in the amount of \$55,336 to provide asbestos abatement services to the West Campus location.