
FINANCE COMMITTEE

I. Procurements Exceeding \$25,000 to \$99,999 (Informational)

Mr. Kurt L. Schmoke, *Chair*
Dr. Debra L. McCurdy, *President*
Ms. Anna Lansaw, *Director*

- a. Human Physiology Testing Kit (iWorxs) \$30,584
- b. Construction Oversight – Main Building
Restroom Renovation (The Gordian Group) \$26,242.39
- c. Fire Alarm System Upgrades and Monitoring
(Hopeday) \$86,580
- d. Temporary Staffing – Bookstore
(Creative Financial Staffing) \$28,000

II. Procurement(s) exceeding \$100,000 (Vote)

Mr. Kurt L. Schmoke, *Chair*
Dr. Debra L. McCurdy, *President*
Mr. Michael Thomas, *VP - WDCE*
Ms. Anna Lansaw, *Director*

- a. Literacy Support Services (The International
Continuing Education Consultants) \$234,974
- b. Cosmetology Training (The BEAT School) \$194,000
- c. Hospitality Training (Parkway Management
and Consulting) \$262,500

III. Finance Update (Informational)

Mr. Kurt L. Schmoke, *Chair*
Dr. Debra L. McCurdy, *President*
Mr. Richard Walsh, *Senior BA*

PROCUREMENT AWARDS
Contracts, Modifications, and Renewals Options
\$25,000 to \$99,999

Contract No. / Contract Title	R95P5600263 Human Physiology Testing Kit (iWorxs)		
Description/Remarks: This purchase of a human physiology testing kit is intended for instructional purposes by Academic Affairs. According to the BCCC Procurement Policies and Procedures, all instructional materials are exempt from the formal procurement process.			
Procurement Method:	Exempt	Category:	Commodity
Award Amount:	\$30,584.00	Contract Term:	N/A
No. of Bids:	N/A	Tax Clearance:	N/A
College Department:	Academic Affairs	Fund Source:	05524/0914

Contract No. / Contract Title	Construction Management (The Gordian Group)		
Description/Remarks: This contract is for the construction management of restroom renovations. The Gordian Group was awarded a job-order cost contract under the Maryland Department of General Services. They oversee all task orders awarded under this contract.			
Procurement Method:	Task Order	Category:	Services
Award Amount:	\$26,242.39	Contract Term:	270 Days from NTP
No. of Bids:	N/A	Tax Clearance:	N/A
College Department:	Facilities	Fund Source:	07706/0812

Contract No. / Contract Title	R95P5600298 Fire Alarm Systems Valve Upgrades and Monitoring (Hopeday)		
Description/Remarks: This contract is to finalize upgrades to the fire alarm systems based on recent inspections by the Fire Department, ensuring compliance for the West Pavilion, South Pavilion, and Library Science building. It also includes fire alarm monitoring for all buildings.			
Procurement Method:	Sole Source	Category:	Construction
Award Amount:	\$86,580.00	Contract Term:	90 days from NTP
No. of Bids:	N/A	Tax Clearance:	N/A
College Department:	Facilities	Fund Source:	07706 / 0812

Contract No. / Contract Title	R95P5600297 Temporary Staffing (Creative Financial Staffing, LLC)		
Description/Remarks: This purchase order provides three temporary staffing personnel to work in the bookstore until its transition to an outside company. The procurement was conducted through an existing contract awarded by Baltimore City Public Schools.			
Procurement Method:	ICPA	Category:	Services
Award Amount:	\$28,000.00	Contract Term:	03/12/2025 – 04/30/20025
No. of Bids:	N/A	Tax Clearance:	N/A
College Department:	Finance & Administration	Fund Source:	08801 / 0852

**BALTIMORE CITY COMMUNITY COLLEGE
BOARD OF TRUSTEE – FINANCE COMMITTEE
ACTION ITEM**

Contract ID: Literacy Services for Baltimore City Department of Social Services (BCCC-FY25-BCDSS-001)
Cosmetology Training (BCCC-FY25-BCDSS-002)
Hospitality Training (BCCC-FY25-BCDSS-003)

Contract Description: These contracts provide training and support services to students receiving social services benefits from the Baltimore City Department of Social Services (BDCSS). The services include training in makeup/skin care, hospitality, and financial literacy for students who are receiving social services in Baltimore City.

Awardee(s) and Amount(s): The International Continuing Education Consultants (\$234,974.00)
The BEAT School (\$194,000.00)
Parkway Management and Consulting (\$262,500.00)

Contract Term: April 1, 2025 – June 30, 2026

Procurement Method: Sole Source

Requesting Remarks: The College received a \$2,259,339 grant from the Baltimore City Department of Social Services to provide occupational training and support services to social service participants. To meet the grant requirements, the College identified various services to be offered. The three vendors listed have been pre-approved by the BDCSS for the budgeted amounts to provide these services

BOARD OF TRUSTEES ACTION		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
	WITH DISCUSSION	WITHOUT DISCUSSION	



Monthly Financial Performance Snapshot Report Appropriation
Year 2025
as of March 2025

Total Revenue by Appropriated Fund

Revenue Fund	Budget AY25	Monthly Budget AY25 YTD	AY25 Actuals	AY24 Actuals	Net Change
General (Unrestricted)	64,898,547	35,345,343	\$ 52,772,458	48,885,029	3,887,429
Restricted	21,610,084	14,280,373	\$ 15,947,475	20,238,631	-4,291,156
Total Revenue AY25	86,508,631	49,625,717	68,719,933	69,123,660	-403,727

Year-over-Year (YoY) Expense Comparison

Expense Fund	Budget AY25	Monthly Budget AY25 YTD	AY25 Actuals	AY24 Actuals	Net Change
General (Unrestricted)	64,898,547	35,345,343	\$ 37,042,600	35,167,411	1,875,189
Restricted	21,610,084	14,280,373	\$ 13,369,540	17,080,566	-3,711,026
Total Expenses	86,508,631	49,625,717	50,412,140	52,247,977	-1,835,837

Budget AY25	Monthly Budget AY25 YTD	AY25 Actuals	AY24 Actuals	Net Change
0	0	18,307,793	16,875,683	1,432,110

Net Surplus

Year-over-Year (YoY) Revenue Comparison 1

Revenue Sources	Budget AY25	Monthly Budget AY25 YTD	AY25 Actuals	AY24 Actuals	Net Change
Unrestricted Revenues	65,088,071	35,345,343	52,772,458	48,885,029	3,887,430
Board of Estimates - Unrestricted	600,000	400,000	0	600,000	-600,000
Bookstore Revenue	935,232	623,488	1,347,834	1,023,731	324,102
Consolidated Fees	1,050,559	700,373	914,205	889,998	24,207
Credit Tuition	9,251,716	6,167,811	8,484,430	7,214,896	1,269,534
Facilities Capital Fees	109,971	73,314	94,644	87,978	6,666
Investment Income	514,604	343,069	1,627,984	1,478,475	149,509
Local Contract	189,524	126,349	189,524	0	189,524
Non-Credit Fee Revenue	420,610	280,407	961,990	440,526	521,464
Non-Credit Tuition	750,000	500,000	758,038	508,320	249,718
Other Fee Revenue	0	0	19,689	6,861	12,828
Other Revenue	0	0	12,841	10,853	1,988
Parking and Transportation	34,719	23,146	6,830	10,788	-3,959
Real Estate Lease Income	1,569,908	1,046,605	1,114,834	1,276,252	-161,418
Registration Fee	299,995	199,997	282,646	209,248	73,398
State Appropriation	48,280,224	24,140,112	36,210,168	34,368,535	1,841,633
Technology Fees	700,000	466,667	609,470	593,474	15,996
Tower Rental Income	131,092	87,395	108,678	142,499	-33,821
Transcripts	39,084	26,056	23,311	17,530	5,781
Vending Machine Commission	0	0	5,343	5,065	279
WBJC Asset Agreement	210,833	140,555	0	0	0
Restricted Revenues	21,420,560	14,280,373	15,947,475	20,238,631	-4,291,156
Deferred Maintenance	0	0	0	5,091,702	-5,091,702
COVID Relief	0	0	0	3,820,165	0
Federal Grants	14,266,708	9,511,139	8,148,594	6,422,155	1,726,439
Indirect Cost - Other	117,800	78,533	0	0	0
Other Restricted Revenue	0	0	11,464	2,640	8,824
Private Gifts, Grants & Contracts	495,167	330,111	0	0	0
RYP - Artworks	0	0	0	3,500	0
State and Local Grants	4,874,323	3,249,549	4,186,323	3,442,401	743,922
Student Activities	0	0	25	0	25
WBJC	1,666,562	1,111,041	3,601,070	1,456,069	2,145,001
Total Revenue AY25	86,508,631	49,625,717	68,719,933	69,123,660	-403,727



Monthly Financial Performance Snapshot Report
Appropriation Year 2025
as of March 2025

Expenditure by Category

Description	Object	AY25 YTD	AY24 YTD	Net Change	Percentage Change
Labor: PIN Salaries	01	23,012,660	21,904,192	1,108,468	5.1%
Labor: Contractual Employees	02	5,480,785	4,589,367	891,418	19.4%
Communications	03	24,708	63,460	-38,753	-61.1%
Travel	04	141,744	147,602	-5,858	-4.0%
Utilities	06	1,162,288	1,045,638	116,650	11.2%
Motor Vehicle	07	74,550	154,110	-79,559	-51.6%
Contractual Services	08	4,148,405	4,437,630	-289,225	-6.5%
Supplies	09	4,393,833	3,344,005	1,049,828	31.4%
Replacement Equipment	10	22,606	924,117	-901,511	-97.6%
New Equipment	11	76,593	1,011,684	-935,091	-92.4%
Scholarships and Fellowships	12	9,717,985	11,436,028	-1,718,044	-15.0%
Fixed Expenses	13	2,134,733	2,181,490	-46,758	-2.1%
Deferred Maintenance	14	21,250	1,008,653	-987,404	-97.9%
Total Expenses AY25		50,412,140	52,247,977	-1,835,837	-3.5%

Current Expenses by Division

Division	Budget	AY25 YTD	AY24 YTD	Net Change	Percentage Change
Academic Affairs	21,382,022	11,601,380	12,578,894	-977,515	-7.8%
Administration & Finance	17,400,053	12,008,119	11,559,008	449,111	3.9%
Advancement & Strategic Partners	1,512,726	605,228	553,167	52,061	9.4%
College Wide	5,734,483	2,047,013	5,521,932	-3,474,919	-62.9%
Information Technology	4,800,389	3,722,134	2,360,674	1,361,460	57.7%
Institutional Research & Strategic Priorities	878,455	556,679	565,002	-8,323	-1.5%
President's Office (Executive)	1,443,433	730,254	688,120	42,134	6.1%
Student Affairs	17,282,738	13,977,735	13,485,933	491,803	3.6%
WBJC	2,075,968	870,703	741,141	129,562	17.5%
WDCED	13,998,364	4,292,894	4,194,106	98,789	2.4%
Total Expenditures	86,508,631	50,412,140	52,247,977	-1,835,837	-3.5%