



# Summary of Actions

Camden County College Board of Trustees  
Meeting of May 5, 2015  
Board Room/Otto R. Mauke Community Center  
Blackwood, New Jersey

## Grants, Contracts, & Gifts

- The Board authorized the acceptance of the Part 2 Law Enforcement Officers Training and Equipment Fund (LEOTEF) SFY2015 in the amount of \$19,338.

## Outstanding Alumnus Award

The Board named United States Representative Donald Norcross as the recipient of the 2015 Outstanding Alumnus Award.

## 2016 Budget

The Board adopted the FY2016 operating budget and authorized a meeting of the Board of School Estimate for the purpose of action on this budget.

## Amendment to Board Policy #427

The Board amended Policy #427: Credit Tuition and Fees (Schedule A), to reflect the addition of payment plan fees effective for the fall 2015 semester.

## Chapter 12 Financing

The Board authorized Chapter 12 funding to continue the HVAC renovations at the Blackwood Campus, the implementation of energy upgrades such as efficient lighting and tank-less water heaters throughout the College's locations and the structural repair of the Camden Parking Garage. The Board further authorized the application to the Board of School Estimate, the County, and the State for the approval and bonding of the fiscal 2016 Chapter 12 Funding necessary to complete these projects.

## Labor Counsel Services

The Board authorized a fair and open contract to Brown and Connery for labor counsel services as needed for existing labor contract negotiations and representation from May 1, 2015 through April 30, 2016.

## Shared Services Agreement: Camden County Board of Social Services

The Board authorized the College to enter into a continuation of the current shared services agreement with the Camden County Board of Social Services for public safety services until December 31, 2015, with a one-year option to renew.

## Internet and Privacy Insurance

The Board authorized the President to award a non-fair and open contract for internet and privacy insurance to ACE Insurance Group, upon timely receipt of the requisite Pay to Play forms.

## Advertising Agency Services

The Board awarded a publicly advertised RFP fair and open contract with the College as the lead agency for itself and the County of Camden and its agencies and authorities for advertising agency

services to Idea Lab Digital Marketing based on RFP submission pricing for Option A, Option B, and Option C pursuant to the terms and conditions for this contract with a term of May 6, 2015 through April 30, 2016 with an optional one year renewal contract to begin May 1, 2016 through April 30, 2017.

#### **Donation of Vehicle**

The Board authorized the College to accept the donation of a 2011 Ford Crown Victoria from the Maple Shade Police Department and authorized the vehicle's use and/or destruction for training purposes, if needed or deemed appropriate by College officials.

#### **Agreement with the Educational Information and Resource Center**

The Board authorized College staff to explore the viability of entering into an agreement with the Educational Information and Resource Center (EIRC) to lease approximately 28,000 square feet of space on the Blackwood Campus for a term to be agreed upon by both parties via contract for an approximate annual lease of \$500,000.

#### **Bid/Contract Recommendations**

##### ***Scantron Corporation***

The Board awarded a non-fair and open two (2) year contract to Scantron Corporation to provide the College with student testing forms and equipment during the period of May 6, 2015 through April 30, 2017.

##### ***Sport Athletic Training Services***

The Board awarded the bid contract for sport athletic training services to Rothman Institute on an as-needed basis during the period of August 1, 2015 to May 31, 2016 with an optional ten-month renewal from August 1, 2016 through May 31, 2017.

##### ***Boiler & Heating/Cooling Piping Repairs & Service***

The Board awarded the bid contract for boiler and heating/cooling piping repairs and services to Falasca Mechanical, Inc. on an as-needed basis during the period of July 1, 2015 to June 30, 2017.

##### ***Electric Generation Supply Service***

The Board awarded and authorized the College to procure electric supply services through the South Jersey Power Cooperative under Bid #A20-15 to Constellation/NewEnergy, Inc. for the 24-month term commencing on the June 2015 meter readings.

##### ***Internet & Inter-Campus Connectivity Services***

The Board rejected the bid submission for internet and inter-campus connectivity services and further authorized the Manager of Purchasing to re-advertise this bid with a slight modification to the bid in that the bandwidth is widened.

##### ***Cooper's Ferry Partnership***

The Board awarded a non-profit contract to Cooper's Ferry Partnership for annual Board dues, Camden Special Services District support, and sponsor advertisements during the period of July 1, 2015 through June 30, 2016.

***Mail Presorting Services***

The Board awarded the bid contract for mail presorting services to Mailroom Systems, Inc. during the period of June 1, 2015 to May 31, 2017.

***Metal Stock Supplies***

The Board awarded the bid contract for Metal Stock Supplies II to Joseph Fazzio, Inc. on an as-needed basis with the terms commencing on July 1, 2015 through December 31, 2015 with an optional six-month renewal contract beginning January 1, 2016 through June 30, 2016. The Board further authorized the Manager of Purchasing to re-advertise the no bid items: #7, #10, #14, #17 and #18.

***Painting and Wall Repairs***

The Board awarded the bid contract for the procurement of painting and wall repair services to GRM Facilities Management, Inc. during the period of August 1, 2015 to July 31, 2017.

***Various Shop Supplies II***

The Board awarded the bid contract for Various Shop Supplies II to Fastenal Company on an as-needed basis with the terms commencing on July 1, 2015 through June 30, 2017.

***Summer 2015 Mini Magazine***

The Board rejected all bid submissions for the printing of the summer 2015 mini magazine and further authorized the Manager of Purchasing to re-advertise this bid.

***Doors, Frames, and Supplies***

The Board rejected all bid submissions for doors, frames and supplies and further authorized the Manager of Purchasing to re-advertise this bid.

***Microscope Equipment, Service and Repairs***

The Board awarded the bid contract for Microscope Equipment, Service, and Repairs to I. Miller Precision Optical Instruments for the term May 6, 2015 through April 30, 2016 with a Board option for an additional one year renewal term.

***Athletic Supplies, Equipment, Uniforms, and Miscellaneous Items FY2016***

The Board awarded the bid contracts for Athletic Supplies, Equipment, Uniforms, and Miscellaneous Items FY2016 to BSN Sports, Inc.; Fromuth Tennis; Metuchen Center, Inc.; and Triple Crown Sports, Inc. on an as needed basis for the term July 1, 2015 through June 30, 2016. The Board further authorized the manager of purchase to re-advertise the no bid and specific rejected items.

***Academic Lab Supplies FY2016***

The Board awarded the bid contract for Academic Lab Supplies FY2016 to Bio-Rad Laboratories, Inc; Carolina Biological Supply; Columbia Dentoform Corp.; DE & P Technical Services; Henry Schein Animal Health; J & H Berge, Inc.; Johnson Scientific; Parco Scientific Co.; Products Unlimited, Inc.; Remel, Inc.; Spectrum Laboratory Products, Inc.; Thomas Scientific; VWR International, LLC; W.W. Grainger, Inc. The Board also disqualified certain non-compliant and budgetary constraint items on the rejected items justification listing. The Board further authorized the manager of purchasing to re-advertise the no bid and rejected items.

***Leasing Contract for Copier Equipment***

The Board authorized the procurement of a 48-month leasing contract for copier equipment to Konica Minolta Business Solutions USA, Inc.

## Personnel

### Reassignment/Transfer

Michael Calabrese	From Building Operations Manager, Acting To Building Operations Manager Facilities Effective May 6, 2015
Brandy Ciaccia	From Office Associate, Acting To Office Associate Institutional Advancement Effective May 6, 2015
Hillary Davidson	From Junior Accountant, Acting To Junior Accountant Finance and Planning Effective May 6, 2015
Sherry Dodd	From Administrative Assistant, Acting To Administrative Assistant Academic Affairs Effective May 6, 2015
Linda Drexel	From Assistant Dean of Enrollment Services, Acting To Assistant Dean of Enrollment Services Enrollment and Student Services Effective May 11, 2015
Diane Fauser	From Executive Director of Accounting Operations, Acting To Executive Director of Accounting Operations Finance and Planning Effective May 6, 2015
Elaine Flacco	From Administrative Assistant, Acting To Administrative Assistant Safety & Facilities Effective May 6, 2015
Yvonne Kilson	From Director of High School/College Partnership Programs, Acting To Director of High School/College Partnership Programs Academic Affairs Effective May 11, 2015
Maris Kukainis	From Director of Business Administration, Acting To Director of Business Administration Finance and Planning Effective May 6, 2015

Joseph Mozaffari	From Instructional Support Department Technician, Acting To Instructional Support Department Technician Academic Affairs Effective May 6, 2015
Jerome O’Leary	From Network Security Administrator, Acting To Network Security Administrator Office of Information Technology/Public Safety Effective May 6, 2015
Christine Ogin	From Director of Academic Research, Acting To Director of Academic Research Academic Affairs Effective May 6, 2015
Eric Solomon	From Auxiliary Services Assistant, Acting To Auxiliary Services Assistant Institutional Advancement Effective May 6, 2015
Valerie Washington	From Student Advisor-ESL, Acting To Student Advisor-ESL Enrollment and Student Services Effective May 11, 2015
<b><u>Promotion</u></b>	
Christine Constantinou	From Business Office Technician, Acting To Coordinator of Registration Services, Acting Enrollment and Student Services Effective May 11, 2015
Bernadine Dominique	From Telecom Technician To Telecom Manager, Acting Office of Information Technology Effective May 11, 2015
Sean Platt	From Business Office Technician To Coordinator of Business Office Operations, Acting Finance and Planning Effective May 11, 2015
Scott Purdy	From Assistant Director of Distance Learning To Director of Distance Learning, Acting Academic Affairs Effective May 11, 2015

Ryan Terrell  
From Financial Aid Technician  
To Financial Aid Manager, Acting  
Enrollment and Student Services  
Effective May 11, 2015

**Title Change**

Edward Reynolds  
From Controller, Acting  
To Director of Financial Services, Acting  
Finance and Planning  
Effective May 6, 2015

**Separation**

Bernadette Beach  
Office Assistant, Acting  
Enrollment and Student Services  
Effective July 31, 2015

**Leave**

Camilla Danielson  
B Secretary  
Academic Affairs  
Effective June 1, 2015 – July 13, 2015

Eve Highstreet  
Project Director for Title III-iPowers  
Enrollment and Student Services  
Effective March 18, 2015 – March 17, 2016 - Intermittent

Valerie Washington  
Student Advisor-ESL  
Enrollment and Student Affairs  
Effective May 1, 2014 – July 13, 2015

***Government Services Division***

**Reassignment/Transfer**

Matthew Crandall  
From Temporary part-time Campus Safety Officer  
To Permanent part-time Campus Safety Officer  
Public Safety  
Effective May 11, 2015

Theresa Guddo  
From Temporary part-time Campus Safety Officer  
To Permanent part-time Campus Safety Officer  
Public Safety  
Effective May 11, 2015

**Separation**

Ebenezer Osei  
Campus Safety Officer  
Public Safety  
Effective March 25, 2015

**Old Business**

The Board awarded a non-fair and open contract to Barnes & Noble College Booksellers, LLC to provide bookstore management services for the University District Bookstore operations in Camden for the term of July 1, 2015 to June 30, 2020.

**New Business**

The Board awarded a second year renewal contract to Meridian Property Services, Inc. for facility management services.

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