

John T. Hanson, Chair, called the **April 13, 2020** regular meeting of the Board of Trustees of Camden County College to order at **1:05 PM** via telephone conference.

Mr. Hanson read the required opening statement in accordance with the Open Public Meetings Act indicating that adequate notice of this meeting had been provided via letter transmitted to the *Courier Post* and the *Retrospect* on April 8, 2020. A copy had also been filed with the Clerk of the County of Camden.

Board Members Present: Mavis Amegah-Dorr, Annette Castiglione, Susan R. Croll, John T. Hanson, Anthony J. Maressa, S. Jay Mirmanesh, Lovell Pugh-Bassett, Jessica R. Stewart, Helen Albright Troxell, Judith J. Ward and Brett Wiltsey.

Board Members Absent: Karen S. Halpern.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning; Donald Borden, President; James Canonica, Executive Dean of Enrollment and Student Services; Anne Daly-Eimer, Dean of Enrollment and Student Services; David Edwards, Executive Vice President for Academic and Student Affairs; Diane Fauser, Executive Director of Accounting Services; Jacqueline Galbiati, Vice President for Institutional Effectiveness, Advancement, and Strategic Initiatives; Kathleen Kane, Executive Director of Human Resources; Maris Kukainis, Executive Director of Financial Administrative Services; Karl McConnell, General Counsel; Jack Post, Chief Information Officer; Leeann Rinaldi, Administrative Assistant to the President; Teresa Smith, Dean of Academic Affairs; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Minutes of Meeting

Motion made by Ms. Troxell and seconded by Ms. Stewart to accept the minutes of the March 3, 2020 regular meeting as presented. **Motion** carried unanimously.

Public Comment

None.

Grants, Contracts & Gifts

Mr. Wiltsey presented two Grant, Contract & Gift resolutions on behalf of the Business Affairs, Audit, and Campus Development Committee.

Resolution #156 –Mr. Wiltsey stated that this resolution authorizes the College to accept funds for a “NJ Apprenticeship Network Coordinator” grant program administered by the New Jersey Department of Labor and Workforce Development for FY 2020, from July 1, 2019 to June 30, 2020 in the amount of \$21,222.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-156 (see attachment **4961A**). **Motion** carried unanimously.

Resolution #157 – Mr. Wiltsey said that this resolution authorizes the College to approve the acceptance of the Jean Krauss Youth Leadership and Career Development Forum funding from the New Jersey Department of Law and Public Safety through the Juvenile Justice Commission in conjunction with the Governor’s Juvenile Justice and Delinquency Prevention Committee in the amount of \$25,000 for FY20.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2020-157 (see attachment **4961B**). **Motion** carried unanimously.

Academic & Student Affairs Committee

Ms. Croll presented a report from the Academic and Student Affairs Committee with three action items.

Resolution #158 – Ms. Croll stated that this resolution approves a degree nomenclature change from Veterinary Technology to Veterinary Nursing in accordance with the Veterinary Nurse Initiative, a national initiative to create a national standard for credentialing graduates of what were formerly known as veterinary technician programs.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2020-158 (see attachment **4961C**). **Motion** carried unanimously.

Resolution #159 – Ms. Croll said that this resolution authorizes the faculty retention recommendation for the 2020–2021 academic year for faculty member, Amy Pisano in the Criminal Justice Department.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2020-159 (see attachment **4961D**). **Motion** carried unanimously.

Resolution #160 – Ms. Croll stated that this resolution approves the proposed 2021-2022 Academic Calendar, a copy of which was included in the meeting packet.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2020-160 (see attachment **4961E**). **Motion** carried unanimously.

Business Affairs, Audit & Campus Development Committee

Mr. Wiltsey presented a report from the Business Affairs, Audit and Campus Development Committee with nine action items and the bid/contract recommendations.

Resolution #161 – Mr. Wiltsey said that this resolution authorizes Transition to College Agreements with the Haddon Heights School District and the Hammonton School District for a term of September 1, 2019 to June 30, 2021.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2020-161 (see attachment **4961F**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #162 – Mr. Wiltsey stated that this resolution authorizes the College to accept the donation of five Ford Crown Victoria vehicles from the County of Camden as listed in the packet.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-162 (see attachment **4961G**). **Motion** carried unanimously.

Resolution #163 – Mr. Wiltsey said that this resolution awards a contract through a publicly advertised Fair and Open RFP process to The TNG NCHERM Group, LLC for Title IX Consulting, Training and Membership in the anticipated amount of \$41,500 for a term of April 8, 2020 through March 31, 2022.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2020-163 (see attachment **4961H**). **Motion** carried unanimously.

Resolution #164 – Mr. Wiltsey stated that this resolution awards a contract through a publicly advertised Fair and Open RFP process to Spark Creative Group, LLC for Advertising Agency Services for a term of July 1, 2020 through June 30, 2022 in the anticipated amount of \$200,000.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-164 (see attachment **4961I**). **Motion** carried unanimously.

Resolution #165 – Mr. Wiltsey said that this resolution awards a non-profit contract to College Anywhere, Inc. in the anticipated amount of \$34,000 for the use of its subscription service by an anticipated population of our students for a term of July 1, 2020 through June 30, 2021. Mr. Wiltsey noted that these subscription services allow student access to online libraries of materials and provide online technology and tools.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2020-165 (see attachment **4961J**). **Motion** carried unanimously.

Resolution #166 – Mr. Wiltsey stated that this resolution awards a two year contract to PeopleAdmin, Inc. for applicant recruitment, hiring, tracking and an employee onboarding contract in the anticipated amount of \$49,900 for a term of July 27, 2020 through July 31, 2022. Mr. Wiltsey added that this further authorizes College staff to execute an agreement with additional details of appropriate contract terms.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2020-166 (see attachment **4961K**). **Motion** carried unanimously.

Resolution #167 – Mr. Wiltsey said that this resolution amends previously approved Resolution FY2019-159 for a non-fair and open contract with Ellucian Company L.P., d/b/a Ellucian Support, Inc. to provide additional licensing, service and support for Colleague ® and related support products in the anticipated new annual contract amount of \$920,587 for a term of July 1, 2019 through June 30, 2021.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2020-167 (see attachment **4961L**). **Motion** carried unanimously.

Resolution #168 – Mr. Wiltsey stated that this resolution amends previously approved Resolution FY2019-136 for a non-fair and open contract with MTS Software Solutions, Inc. to secure and provide additional licensing, service and support for OnBase Document Imaging and Workflow in the anticipated annual contract amount of \$136,000 for a term of April 8, 2020 through June 30, 2021.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-168 (see attachment **4961M**). **Motion** carried unanimously.

Resolution #169 – Mr. Wiltsey said that this resolution authorizes the procurement of eSports Design Services from CDW Governmental, LLC pursuant to N.J.S.A. 18A:64A-25.10 and the Educational Services Commission of New Jersey Cooperative in the anticipated amount of \$30,250 plus expenses and additional charges.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2020-169 (see attachment **4961N**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Bid/Contract Recommendations

Mr. Wiltsey presented the bid and contract recommendations contained in the packet which consisted of **Resolution #'s FY2020-170 through 178**.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s FY2020-170 through 178 (see attachment **4961O**). **Motion** carried unanimously.

Personnel

President Borden presented **Resolution FY2020-179**- Personnel Actions, dated April 13, 2020.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-179 (see attachment **4961P**). **Motion** carried unanimously.

Old Business

Resolution #180 – Mr. Hanson presented this resolution ratifying the action of the Executive Committee as taken in March 2020, via Resolution FY2020-155 which was included as an attachment in the meeting packet.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2020-180 (see attachment **4961Q**). **Motion** carried unanimously.

New Business

Resolution #181 – Mr. Borden presented this resolution and explained that it approves the provision of a one-time Pass – No Credit final grade option for eligible students at the College. Mr. Borden added that this action is in the best interest of our students, in light of the COVID-19 pandemic and institutional changes that have been implemented as a result. Mr. Borden noted that most public four-year institutions and community colleges in the State are already offering this to students, and it further appears to be a national trend.

Mr. Hanson commented that this is a significant and important policy that the Board should consider instituting at this time in response to the current environmental changes affecting our nation.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2020-181 (see attachment **4961R**). **Motion** carried unanimously.

Resolution #182 – Mr. Borden presented this resolution and advised that it authorizes the College to accept grant funds awarded by the United States Department of Education Office of Postsecondary Education for The Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief Fund (HEERF) in the amount of \$5,784,112 with a minimum of \$2,892,056 to be allocated for emergency financial aid grants to students. Mr. Borden noted that this is in response to the COVID-19 pandemic disruption of higher education, with half of the awarded funds to be distributed to students in the form of emergency financial aid grants and the other half to be determined by the institution as to the best use for these funds.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2020-182 (see attachment **4961S**). **Motion** carried unanimously.

Mr. Borden commented that he was appreciative of the Board's availability to participate in today's meeting as it extremely important that we conduct business as usual. Mr. Borden further commented that there may be a need to call upon the executive committee to act on other timely business in the interim period between regular Board meetings, particularly as we experience this pandemic.

Dr. Pugh-Bassett suggested that a topic for the upcoming retreat could be centered on the effects of the pandemic in relation to higher education with a particular focus on how this has impacted our students and in what ways we have responded to meet the needs of all students affected by this experience.

Adjournment

Motion to adjourn the meeting made by Mr. Maressa and seconded by Ms. Ward. **Motion** carried unanimously. The meeting adjourned at 1:33 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2020-156

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT FUNDS FROM THE NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT DIVISION OF WORKFORCE DEVELOPMENT AND ECONOMIC OPPORTUNITY FOR THE NJ APPRENTICESHIP NETWORK COORDINATOR CONTINUATION GRANT FOR FY 2020

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and

WHEREAS, the College has been notified that the New Jersey Department of Labor and Workforce Development is offering a NJ Apprenticeship Network Coordinator (previously named County Apprenticeship Coordinator) continuation contract for fiscal year 2020, namely,

“The NJ Apprenticeship Network Coordinator” program, for the performance period of July 1, 2019 to June 30, 2020, in the amount of \$21,222; and

WHEREAS, Camden County College will administer the NJ Apprenticeship Network Coordinator program for Camden County, which is designed to meet the needs of both employers and workers by using the apprenticeship model to provide opportunities for employers seeking to build a workforce and for workers seeking high-skilled, high-paying jobs. The apprenticeship model combines full-time, supervised, structured on-the-job learning with part-time related theoretical instruction in highly skilled technical and craft occupations. This business driven and sponsored, customizable training program is a critical component of New Jersey’s workforce development system and serves both youth (16 years or older) and adults; and

WHEREAS, Board acceptance is recommended by Margo Venable, Executive Dean, Division of School, Community, and Workforce Training Programs;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby agrees to accept funds for a “NJ Apprenticeship Network Coordinator” (previously named County Apprenticeship Coordinator) continuation grant program administered by the New Jersey Department of Labor and Workforce Development for FY 2020 in the amount of \$21,222; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution authorizes Camden County College to accept funds for a “NJ Apprenticeship Network Coordinator” grant program administered by the New Jersey Department of Labor and Workforce Development for FY 2020, from July 1, 2019 to June 30, 2020 in the amount of \$21,222.

April 13, 2020

RESOLUTION NO. FY2020-157

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT THE FY20 JEAN KRAUSS YOUTH LEADERSHIP AND CAREER DEVELOPMENT FORUM GRANT FROM THE NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY/JUVENILE JUSTICE COMMISSION

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees is empowered to exercise powers reasonably necessary or incidental to the establishment, maintenance and operation of the College; and

WHEREAS, the College has received notice to accept funding in the amount of \$25,000 from the New Jersey Department of Law and Public Safety through the Juvenile Justice Commission in conjunction with the Governor's Juvenile Justice and Delinquency Prevention Committee for a Jean Krauss Youth Leadership and Career Development Forum; and

WHEREAS, Camden County College will host a one-day forum between April 1, 2020 and September 30, 2020 designed to increase the knowledge and awareness of post high school educational and employment opportunities in the state for court-involved and at-risk youth; and

WHEREAS, Board acceptance is recommended by Margo Venable, Executive Dean, Division of School, Community, and Workforce Training Programs;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves the acceptance of the Jean Krauss Youth Leadership and Career Development funding in the amount of \$25,000 for FY20; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution authorizes Camden County College to approve the acceptance of the Jean Krauss Youth Leadership and Career Development Forum funding from the New Jersey Department of Law and Public Safety through the Juvenile Justice Commission in conjunction with the Governor's Juvenile Justice and Delinquency Prevention Committee in the amount of \$25,000 for FY20.

RESOLUTION NO. FY2020-158

**RESOLUTION RECOMMENDING A NOMENCLATURE CHANGE FROM
VETERINARY TECHNOLOGY TO VETERINARY NURSING**

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(d), the Camden County College Board of Trustees is authorized to determine the educational curriculum and program of the College, consistent with the programmatic mission of the institution; and

WHEREAS, the College presently offers an Associate in Applied Science degree in Veterinary Technology; and

WHEREAS, Academic Affairs proposes a nomenclature change from Veterinary Technology to Veterinary Nursing in accordance with the Veterinary Nurse Initiative, a national initiative to create a national standard for credentialing graduates of what were formerly known as veterinary technician programs; and

WHEREAS, the intent is to establish a professional identity through public education and title recognition and clarifying the value, scope of practice, title and delineating the credentialed veterinary technician/nurse role; and

WHEREAS, the American Veterinary Medical Association (AVMA) has affirmed continuance of Camden County College's accreditation status with this proposed nomenclature change; and

WHEREAS, this change in degree nomenclature must be formally approved at the college before submitting to the Academic Issues Committee of the New Jersey Presidents' Council;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College hereby approves the nomenclature change from Veterinary Technician to Veterinary Nursing; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized negotiate the appropriate further terms and execute all such documents or other instruments and/or make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution approves a Degree Nomenclature Change from Veterinary Technology to Veterinary Nursing.

RESOLUTION NO. FY2020-159

RESOLUTION AUTHORIZING FACULTY RETENTION

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), the President of Camden County College is empowered to recommend retention of faculty to the Camden County College Board of Trustees; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), the Camden County College Board of Trustees is authorized to retain such personnel upon the recommendation of the President of the College, and

WHEREAS, the faculty member presented was hired effective January 21, 2020 and the Board is asked to renew the contracts of newly hired faculty members who have been recommended for retention in their first year at the College in accordance with the process outlined in Article XII B of the collective bargaining agreement; and

WHEREAS, the faculty member presented has been evaluated by their division dean based on academic performance in six key areas, endorsed by Dr. David Edwards, Executive Vice President for Academic & Student Affairs, and recommended for retention to the President, who presents faculty retention to the Board of Trustees for approval; and

WHEREAS, the President has recommended the following faculty member for retention for the 2020 – 2021 academic year:

Amy Pisano – Criminal Justice

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby accepts and approves retention of the faculty as submitted by the President, and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to sign and execute such contracts or take such other actions as may be necessary and appropriate in connection herewith, and to make payments of salary and benefits and fulfill other terms of employment as appropriate in accordance herewith.

SUMMARY STATEMENT

This resolution authorizes the faculty retention recommendation for the 2020 – 2021 academic year.

April 13, 2020

RESOLUTION NO. FY2020-160

RESOLUTION RECOMMENDING THE 2021- 2022 ACADEMIC CALENDAR

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(o), the Camden County College Board of Trustees is authorized to enact such rules and regulations as may be appropriate for the maintenance and operation of the College; and

WHEREAS, the President of the College has recommended to the Board of Trustees of Camden County College that the College adopt the attached 2021-2022 Academic Calendar; and

WHEREAS, the Board of Trustees has examined relevant information and materials regarding the proposed 2021-2022 Academic Calendar; and

WHEREAS, the Board of Trustees is satisfied that the proposed calendar is consistent with the mission of the College, has been the subject of favorable internal review by the College administration, and does not require significant additional resources;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College hereby approved the adoption of the 2021-2022 Academic Calendar.

BE IT FURTHER RESOLVED that the proper officers of the College are authorized negotiate the appropriate further terms and execute all such documents or other instruments and/or make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution approves the proposed 2021-2022 Academic Calendar.

2021-2022 Proposed Academic Calendar**Summer 2021 – 5 Week Sessions****First 5-Week Session**

First 5-week classes begin	May 17 (M)
Memorial Day, College Closed	May 31 (M)
First 5-week classes end	June 21 (M)
Final Exam Day	June 22 (T)
Final Grades due	June 28 (M)

Second 5-Week Session

Second 5-week classes begin	June 23 (W)
July 4 th Holiday, College Closed	July 5 (M)
Second 5-week classes end	July 28 (W)
Final Exam Day	July 29 (R)
Final Grades due	August 4 (W)

Third 5-Week Session

Third 5-week classes begin	July 15 (R)
Third 5-week classes end	August 12 (R)
Final Exam Day	August 19 (R)
Final Grades due	August 25 (W)

Summer 2021 - 8 Week Session

8-week classes begin	May 17 (M)
Memorial Day, College Closed	May 31 (M)
July 4 th Holiday, College Closed	July 5 (M)
8-week classes end	July 13 (T)
Final Exam Day	July 14 (W)
Final Grades due	July 20 (T)

Summer 2021 – Online Sessions**First Online Session**

First Online classes begin	May 24 (M)
First Session classes end	July 6 (T)
Final Grades due	July 12 (M)

Second Online Session

Second Online classes begin	July 8 (R)
Second Session classes end	August 18 (W)
Final Grades due	August 24 (T)

RESOLUTION NO. FY2020-160-1

Fall Semester 2021

Semester Opening Day for Faculty & Staff

Last Day to drop, 100% refund

Classes begin

Labor Day, College Closed

Weekend Classes Begin

Last Day to drop, 50% refund

Audit deadline

Withdrawal deadline

No evening classes

Thanksgiving Holiday, no classes

August 31 (T)

August 31 (T)

September 1 (W)

September 6 (M)

September 10 (F)

September 15 (W)

September 22 (W)

October 27 (W)

November 24 (W)

November 25 – Nov. 28 (R-U)

Last DAY classes meet:		Last NIGHT classes meet:	
M/W/F	Dec. 17 (F)	Monday	Dec. 20 (M)
M/W	Dec. 15 (W)	Tuesday	Dec. 14 (T)
M/F	Dec. 20 (M)	Wednesday	Dec. 15 (W)
W/F	Dec. 15 (W)	Thursday	Dec. 16 (R)
T/R	Dec. 16 (R)	Friday	Dec. 17 (F)
Sat.	Dec. 18 (S)	M/W	Dec. 20 (M)
Sun.	Dec. 19 (U)	T/R	Dec. 16 (R)
Monday	Dec. 20 (M)		
Tuesday	Dec. 14 (T)		
Wednesday	Dec. 8 (W)		
Thursday	Dec. 16 (R)		
Friday	Dec. 17 (F)		

Final Exam Days

Semester Ends

College Closed

Final Grades Due

December 21 – 22 (T-W)

December 22 (W)

December 24 (F) - January 3 (M)

December 30 (R)

RESOLUTION NO. FY2020-160-1

Spring Semester 2022

College reopens
 Spring Intersession Begins
 Martin Luther King Day, College Closed
 Semester Opening Day for Faculty & Staff
 Last Day to drop, 100% refund

Classes begin

Last Day to drop, 50% refund
 Audit Deadline
 Spring Break
 Withdrawal Deadline
 No Classes

January 4 (T)
 January 4 (T)
 January 17 (M)
 January 18 (T)
 January 18 (T)
January 19 (W)
 February 1 (T)
 February 8 (T)
 March 14-20 (M-U)
 March 22 (T)
 April 17 (U)

Last DAY classes meet:		Last NIGHT classes meet:	
M/W/F	May 9 (M)	Monday	May 9 (M)
M/W	May 9 (M)	Tuesday	May 10 (T)
M/F	May 9 (M)	Wednesday	May 4 (W)
W/F	May 6 (F)	Thursday	May 5 (R)
T/R	May 10 (T)	Friday	May 6 (F)
Sat.	May 7 (S)	M/W	May 9 (M)
Sun.	May 8 (U)	T/R	May 10 (T)
Monday	May 9 (M)		
Tuesday	May 10 (T)		
Wednesday	May 4 (W)		
Thursday	May 5 (R)		
Friday	May 6 (F)		

Final Exam Days
 Semester Ends
 Commencement
 Final Grades Due

May 11 - 12 (W - R)
 May 12 (R)
 May 13 (F)
 May 18 (W)

RESOLUTION NO. FY2020-161

**RESOLUTION AUTHORIZING TRANSITION TO COLLEGE PROGRAM AGREEMENTS
WITH TWO SCHOOL DISTRICTS**

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11 who are pursuant to N.J.S.A. 18A:64A-12, empowered to take all necessary actions furthering the mission of Camden County College; and

WHEREAS, Camden County College has created a Transition to College Program designed to help 16-20 year old students from Camden County school districts and surrounding communities who have left high school, or who are at risk of leaving high school without earning a diploma to return to education and gain a high school diploma while earning college credit at Camden County College; and

WHEREAS, the program affords the students the opportunity to start “anew,” and to participate in small classes held in a more mature atmosphere on the Blackwood Campus, and to work with tutors and counselors receiving intensive support services to facilitate their success; and

WHEREAS, students will be required to complete the number of credits for graduation as defined by the school district as well as all other graduation requirements of the school district; and

WHEREAS, after the first semester, students will begin course work toward a chosen field of study and earn their high school diploma while accruing credits toward their certificate or degree; and

WHEREAS, the College will provide college credit and non-credit courses as identified by the school district that agrees to participate and each such school district agrees that those courses when successfully completed will satisfy requirements for graduation at no cost to the individual; and

WHEREAS, the College will invoice each participating school district \$9,000 annually for each student registered as of September 1, 2019 and invoice each school district \$4,500 for each new student registered in the spring term; and

WHEREAS, Executive Dean, Margo Venable, recommend that the Board agree to allow the College to enter into these agreements to perpetuate this program with these two (2) school districts; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Camden County College that it hereby authorizes a Transition to College Program Agreement for the period September 1, 2019 to June 30, 2021 with the following school districts:

- Haddon Heights School District
- Hammonton School District

SUMMARY STATEMENT

This Resolution authorizes the Transition to College Agreement for the period September 1, 2019 to June 30, 2021 with each of the listed school districts.

April 13, 2020

RESOLUTION NO. FY2020-162

**RESOLUTION OF THE BOARD OF TRUSTEES OF CAMDEN COUNTY COLLEGE
APPROVING THE ACQUISITION OF FIVE (5) VEHICLES BY DONATION FROM
THE COUNTY OF CAMDEN**

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 (l), the Board of Trustees of Camden County College is authorized to acquire and operate property, whether real, personal or mixed, or any interest therein, which is necessary or desirable for college purposes; and

WHEREAS, the County of Camden (“County”) has identified the vehicles listed below (the “vehicles”), as no longer necessary for the operation of the County; and

Year	Description	VIN #	Mileage
2005	Ford Crown Victoria	2FAFP71W45X102448	99,161
2005	Ford Crown Victoria	2FAFP71W05X106285	65,225
2007	Ford Crown Victoria	2FAFP71W87X114346	96,574
2007	Ford Crown Victoria	2FAFP71W17X123504	89,695
2008	Ford Crown Victoria	2FAFP71V58X104429	124,562

WHEREAS, the College has determined that it has a use and need for the vehicles; and

WHEREAS, the County has agreed to donate the vehicles to the College;

WHEREAS, the County and College agree the estimated value of these vehicles is less than \$1,000.

NOW, THEREFORE, BE IT RESOLVED that the College accept the donation of the vehicles from the County; and

BE IT FURTHER RESOLVED that the proper officers of the College are each hereby authorized and directed to execute and deliver, in the name of the College and on its behalf any and all agreements, certificates and other ancillary documents and instruments as may be necessary or desirable to effectuate the purposes of this Resolution and all matters related thereto.

SUMMARY STATEMENT

This Resolution authorizes the College to accept the donation of the following vehicles from the County of Camden.

Year	Description	VIN #	Mileage
2005	Ford Crown Victoria	2FAFP71W45X102448	99,161
2005	Ford Crown Victoria	2FAFP71W05X106285	65,225
2007	Ford Crown Victoria	2FAFP71W87X114346	96,574
2007	Ford Crown Victoria	2FAFP71W17X123504	89,695
2008	Ford Crown Victoria	2FAFP71V58X104429	124,562

April 13, 2020

RESOLUTION NO. FY2020-163

**RESOLUTION AWARDING FAIR AND OPEN CONTRACT FOR TITLE IX
CONSULTING, TRAINING & MEMBERSHIP**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and purchases and contracts for materials and services identified in N.J.S.A. 18A:64A-25.5 are permitted to be awarded without public advertising and bidding; and the materials and/or services which are the subject hereof are exempt from public advertising and bidding pursuant to N.J.S.A. 18A:64A-25.5 (a)(1) and (15); and

WHEREAS, Camden County College duly advertised a Request for Proposals (“RFP”) for **Title IX Consulting, Training & Membership** in accordance with N.J.S.A. 19:44A-20.7, the use of the Request for Proposal process as implemented in connection with #FY20RFP-56 was done in a Fair and Open process and was publicly advertised in newspapers or on the Internet website maintained by Camden County, and is being awarded after public solicitation of proposals and having been found to have met the criteria established in writing prior to the proposals being publicly opened and proposals made announced when awarded and the College having received the below “RFP Responses”; and

WHEREAS, it is the recommendation of Kathie Kane, Executive Director of Human Resources, Crystal Killebrew, Assistant Director of Human Resources/Title IX and Section 504 Coordinator, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services that pursuant to the attached analysis of the proposals received and performed by the College’s RFP Committee that they complied with all requirements and disclosures requisite to the award of a contract under this RFP to **The TNG NCHERM Group, LLC**, who they determined provided proposals most advantageous to the College; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds for this action in account #152670-63515.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that **RFP #FY20RFP-56** for **Title IX Consulting, Training & Membership** be and is hereby AWARDED to **The TNG NCHERM Group, LLC** based on the Consulting/Evaluation and Premium Membership Cost fee structure submitted with terms commencing on **April 8, 2020** through **March 31, 2022** pursuant to the terms and conditions for this RFP in the anticipated amount of \$41,500.00; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards a contract through a publicly advertised Fair and Open RFP process to The TNG NCHERM Group, LLC for the Title IX Consulting, Training and Membership with terms commencing on April 8, 2020 through March 31, 2022 in the anticipated amount of \$41,500.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RFP Responses
for
TITLE IX CONSULTING, TRAINING & MEMBERSHIP
(RFP #FY20RFP-56)

Respondent	Plan 1	Plan 2
The TNG NCHERM Group, LLC King of Prussia, PA	Premium Membership Cost Year 1: \$3,000 Premium Membership Cost Year 2: \$3,000 Consulting/Evaluation Cost: \$31,500. Total: \$37,500.00	Premium Membership Cost Year 1: \$5,000 Premium Membership Cost Year 2: \$5,000 Consulting/Evaluation Cost: \$31,500. Total: \$41,500.00

RESOLUTION NO. FY2020-164

**RESOLUTION AWARDING FAIR AND OPEN PUBLICLY ADVERTISED REQUEST
FOR PROPOSAL FOR ADVERTISING AGENCY SERVICES**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*, and purchases and contracts for materials and services identified in N.J.S.A. 18A: 64A-25.5 are permitted to be awarded without public advertising and are exempt from bidding pursuant to N.J.S.A. 18A:64A-25.5(a) (20); and

WHEREAS, the bid submission from Gragg Advertising, Kansas City, MO, is rejected as an insufficient bid response due to the bidder not completing the required Iran Disclosure; and bid submissions were received from Suasion Communications Group, Somers Point, NJ, and Heavy Content Studios, Philadelphia, PA and these company's submissions are rejected because the College will not consider an agency that has an ongoing relationship with any educational institution that competes with CCC for enrollments.; and

WHEREAS, Camden County College utilized an Open & Fair process in accordance with N.J.S.A. 19:44A-20.7 by a Request for Proposal (RFP) process as implemented in connection with **#FY20RFP-44**, which was publicly advertised in newspapers and on the Internet website maintained by Camden County using a process that provided for public solicitation of proposals with criteria established in writing prior to the opening of proposals and said proposals submitted were publicly opened as identified on the "RFP Analysis"; and

WHEREAS, after application of that RFP public criteria, it is the recommendation of Ronald Tomasello, Director of Communications, Dr. Jacqueline Galbiati, Vice President for Institutional Effectiveness, Advancement & Strategic Initiatives, and Melissa Manera, Manager of Purchasing to award the contract in accordance with the College's RFP Committee evaluation of the proposals as identified herein on the attached "RFP Analysis" to Spark Creative Group, LLC; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds in accounts #156640-61432, #156640-61441 and #156640-61438.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned RFP **#FY20RFP-44** for **Advertising Agency Services** be and is hereby AWARDED to **Spark Creative Group, LLC** based on the RFP submission pricing of \$6,750.00/month as a flat fee for all services and \$125.00/Hour for media buying services, pursuant to the terms and conditions for this contract with terms commencing on or about **July 1, 2020** through **June 30, 2022** and

BE IT FURTHER RESOLVED that the award is subject to the execution of appropriate documents and the proper officers of the College are authorized to negotiate the appropriate further terms of contract and execute all such documents or other instruments and/or to make appropriate arrangements and or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards a contract through a publicly advertised Fair and Open RFP process to Spark Creative Group, LLC for Advertising Agency Services with terms commencing on **July 1, 2020** through **June 30, 2022** in the anticipated amount of \$200,000.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

April 13, 2020

RESOLUTION NO. FY2020-164

Advertising Agency Services RFP Evaluation Committee Analysis (#FY18RFP-64)

RFP Selection Committee Members: Ron Tomasello, Greg Bender and Dr. Jacqueline Galbiati

Spark Advertising Collingswood, NJ	80 Points
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Note: Evaluation form attached

**RFP Evaluation Form for Spark Creative Group
March 17, 2020**

Criteria	Score	Comments
Qualifications and prior experience of the bidder for work at other organizations (0=no experience with colleges or under one year experience total, 3=some experience with colleges or 2-3 years experience total, 5=5 or more years experience and experience with a college or university.	5	
References -satisfaction of former clients	5	
Availability to begin and conduct services on schedule	5	
Overall completeness and clarity of the submission and quality nature of services proposed	5	
Responsiveness in clearly stating the understanding of the work to be performed in accordance with the College's objectives	5	
Ability of the firm to meet the RFP requirement in all areas	5	
Ability of the firm to furnish the College with creative concepts in format required in a timely manner	5	
Creativity in design in a variety of media	5	
Ability of firm to furnish subcontractor documentation and pricing as required by the State of New Jersey, invoicing and verification of vendor invoices as requested.	5	
Media negotiation experience (0=no media buying experience; 1=Under one year experience or only experience buying in one medium; 2=Two years experience or only experience buying in one medium 5=5 years+ buying a variety of formats, including digital)	5	
Understanding of branding and niche marketing messaging and content marketing	5	
Experience with a variety of communications channels, including but not limited to face-to-face, print, radio, Internet, television and other digital	5	
Creative Internet-based campaigns (for websites, mobile and/or other electronic communications) with proven results	5	
Prior marketing campaigns, creativity in design and communications messaging	5	
Creative materials submissions	5	
The cost of the services (i.e., price proposal)	5	Retainer is \$7,750 per month
Total	80	

**RESOLUTION AWARDING A NON-PROFIT CONTRACT
TO COLLEGE ANYWHERE, INC.**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1 *et seq.*, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and the College is authorized under N.J.S.A. 18A:64A-25.5.a (6) and (19) and permitted to award such contracts without public bidding; and

WHEREAS, College Anywhere, Inc. is a member driven non-profit consortium providing online technology and tools of the highest quality to deliver institutional created media and licensed media content at the lowest possible cost to advance the educational missions of higher education institutions and provides today's faculty and students with enhanced rich media educational experiences through an array of technology content and tools; and

WHEREAS, these services available through them include annual membership fee, licensing and streaming for the full PBS Library, the Quisic Business Library, the Annenberg Libraries and the Chilmark Directors Library (see Attachment A). The various subscription services offered are for a total cost of the one year annual cost to be \$34,000.00 with an additional cost of access for certain programs used by specific courses at a fee of \$20.00 per student with licensing fees based on enrollment at the end of each semester in those select courses. The College has averaged approximately 120 students over the last two years in each of those programs; and

WHEREAS, it is the recommendation of Dr. David Edwards, Vice-President for Academic Affairs, Dr. Teresa Smith, Dean of Academic Affairs, and Melissa Manera, Manager of Purchasing that the Board of Trustees award a non-profit contract to College Anywhere, Inc. (#FY20NP-22) pursuant to N.J.S.A 19:44A-20.4 and P.L.2005,C.271, s.2; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available in account #128093-61430 for FY2021; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-profit contract be and is hereby AWARDED to **College Anywhere, Inc. (#FY20NP-22)** in the anticipated contract amount of **\$34,000.00** based on enrollment at the end of each semester with terms commencing on **July 1, 2020** through **June 30, 2021**; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards a non-profit contract award to **College Anywhere, Inc.** in the anticipated amount of **\$34,000.00** for the use of its subscription service by an anticipated population of our students. These subscription services allow student access to the online libraries of materials and provide online technology and tools during the period of July 1, 2020 through June 30, 2021. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Attachment A

CollegeAnywhere Collections:

Annenberg Learner Library Collection via CollegeAnywhere, \$20,000 to be invoiced for this usage.

CA Business Library Collection via CollegeAnywhere, \$6,650 to be invoiced for this usage.

Chilmark Directors Collection via CollegeAnywhere, \$2,000 to be invoiced for this usage.

All CollegeAnywhere Collections are accessible to all courses by all authenticated Camden County College faculty, students, and staff.

CollegeAnywhere Tools:

CA Upload Tools, \$3,000 to be invoiced for this usage.

Individual Programs/Series:

Coast “Psychology: The Human Experience” licensed per semester at the following fees: \$20.00 per student Fee for licensing, including CollegeAnywhere streaming and tools service fee, per user per semester. User fees based on each course’s enrollment, to be reported to CollegeAnywhere following each semester’s drop/add deadline.

Coast “Transitions Throughout the Life Span” licensed per semester at the following fees: \$20.00 per student Fee for licensing, including CollegeAnywhere streaming and tools service fee, per user per semester. User fees based on each course’s enrollment, to be reported to CollegeAnywhere following each semester’s drop/add deadline.

All Individual Programs/Series are accessible to faculty and students of a class based on class lists provided by Camden County College, and use is restricted to those listed by Camden County College.

RESOLUTION NO. FY2020-166

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO
PEOPLEADMIN, INC.**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and N.J.S.A. 18A:64A-25.5(20) and (19) purchases and contracts for such materials and services are permitted to be awarded without public advertising and bidding; and

WHEREAS the web-based online application tracking system is an important element of our College recruitment strategy. The applicant tracking system is used for recruitment, hiring, internal postings, personnel requisition, approval and tracking. The College went live with its web based online applicant tracking system with PeopleAdmin, Inc. in July 2005. Continuation of PeopleAdmin, Inc. services avoids excessive implementation and training costs; and

WHEREAS, it is the recommendation of Crystal Killebrew, Assistant Director for Human Resources, Kathleen Kane, Executive Director for Human Resources and Melissa Manera, Manager of Purchasing and Maris Kukainis to award a non-fair and open contract to PeopleAdmin, Inc. (#FY20BEDC-23) in the anticipated amount of \$49,900.00; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in account #152670-61426.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby AWARDED to **PeopleAdmin, Inc. (#FY20BEDC-23)** to provide the College with applicant tracking and employee onboarding in the anticipated amount of **\$49,900.00** with terms commencing on **July 27, 2020 through July 31, 2022**; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate where appropriate any other necessary further terms of contract and execute all such documents or other instruments and/or to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards a two year contract to PeopleAdmin, Inc. for applicant recruitment, hiring, tracking and an employee onboarding contract in the anticipated amount of \$49,900.00 during the period of July 27, 2020 through July 31, 2022. It authorizes the College staff to execute an agreement with further details of appropriate contract terms. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-167

AMENDED RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO ELLUCIAN COMPANY, LP D/B/A ELLUCIAN SUPPORT, INC. FOR OUR *Colleague*® STUDENT REGISTRATION, PAYMENT, PLANNING AND RECORDS SYSTEMS

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and under N.J.S.A. 18A:64A-25.5 (a) (19) is exempt from public bidding; and

WHEREAS, Ellucian Company, LP d/b/a Ellucian Support, Inc. has provided the College with our student system software including *Colleague*®, WebAdvisor, Envision and Payment Center (ESCI FKA Touchnet), student planning licensure and maintenance, technical support, training, consultation services and related expenses in support of our operations with their expertise and experience. They have sole and exclusive right to license this software, programs and related supporting products; and

WHEREAS, Ellucian Company L.P., d/b/a Ellucian Support, Inc. will be providing the College with additional Payment Center software for licensure, maintenance, technical support and training that is designed for all students to view their account balances on a real-time basis, to call up payment history, to schedule payments, and to authorize other payers; and

WHEREAS, Ellucian Company L.P., d/b/a Ellucian Support, Inc. will be providing the College with additional Intelligent Learning Platform (ILP) eliminates duplicative data entry through the real-time synchronization of data between Ellucian *Colleague* and the learning management system (LMS) Canvas. ILP synchronizes user, course, student enrollment, faculty assignment, academic term, and grade data using SSO authentication protocols creating a unified user experience for faculty and student users; and

WHEREAS, the Payment Center is the keystone to the College's E-Commerce initiative to increase the rate of student payments, to lower past due delinquencies, to improve customer service and staff productivity; and

WHEREAS, subsequent to the adoption of Resolution FY2019-159, the resolution is to be amended to increase the non-fair and open anticipated annual contract amount from "\$852,000.00" through the existing term of July 1, 2019 through June 30, 2021 to read as "\$920,587.00"; and

WHEREAS, Jack Post, Chief Information Officer, Melissa Manera, Manager of Purchasing, Helen Antonakakis, Executive Director for Finance & Planning has therefore recommended that the Board of Trustees amend Resolution #FY2019-159 as indicated and as amended in the Therefore clause below, and

THEREFORE, BE IT RESOLVED by the College that its Resolution FY2019-159 for a non-fair and open contract is hereby **AMENDED** as noted in the aforementioned and is hereby awarded to **Ellucian Company L.P., d/b/a Ellucian Support, Inc. (#FY19BEDC-13)** to

RESOLUTION NO. FY2020-167

provide licensing, service and support for Colleague® and related supporting products in the anticipated annual contract amount of **\$920,587.00** with the term commencing on **July 1, 2019** through **June 30, 2021**; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution amends the non-fair and open contract to read in the anticipated annual contract amount of \$920,587.00 for Ellucian Company L.P., d/b/a Ellucian Support, Inc., to provide licensing, service and support for Colleague® and related supporting products. This represents an increase of approximately \$68,600 or over 7% above the amount authorized in that prior Resolution 2019-159 (attached) for the same period expiring June 2021. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2019-159 (*Accompanies Resolution FY2020-167 as a matter of reference*)

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO
ELLUCIAN COMPANY, LP D/B/A ELLUCIAN SUPPORT, INC. FOR OUR *Colleague*®
STUDENT REGISTRATION, PAYMENT, PLANNING AND RECORDS SYSTEMS**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and under N.J.S.A. 18A:64A-25.5 (a) (19) is exempt from public bidding; and

WHEREAS, Ellucian Company, LP d/b/a Ellucian Support, Inc. has provided the College with our student system software including *Colleague*®, WebAdvisor, Envision and Payment Center (ESCI FKA Touchnet), student planning licensure and maintenance, technical support, training, consultation services and related expenses in support of our operations with their expertise and experience. They have sole and exclusive right to license this software, programs and related supporting products; and

WHEREAS, it is the recommendation of Anthony Nastasi, Applications Manager, Office of Information Technology, Jack Post, Chief Information Officer, Office of Information Technology, and Debora McKee, Manager of Purchasing, to award a non-fair and open contract to Ellucian Company, LP d/b/a Ellucian Support, Inc. (**#FY19BEDC-13**) on an as-needed basis pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271,s.2 in the anticipated contract amount of **\$852,000.00** during the period of July 1,2019 through June 30, 2021; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #165081-65609 and acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure form and Determination of Value, which reflect that no contribution was made that would bar the contract and that the Vendor agrees to prohibition against making contribution limits during the term of the contract.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby AWARDED to **Ellucian Company LP, d/b/a Ellucian Support, Inc. (#FY19BEDC-13)** to provide licensing, service and support for *Colleague*® and related supporting products in the anticipated total two-year contract amount of **\$852,000.00** with terms commencing on **July 1, 2019** through **June 30, 2021**; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution awards a two-year non-fair and open contract to Ellucian Company LP, d/b/a Ellucian Support, Inc. to provide licensing, service and support for student system software including *Colleague*®, WebAdvisor, Envision and Payment Center (ESCI FKA Touchnet), and related supporting products in the estimated total two-year contract amount of **\$852,000.00** during the period of July 1, 2019 through June 30, 2021. It authorizes the College staff to execute an agreement with further details of appropriate contract terms. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

May 7, 2019

RESOLUTION NO. FY2020-168

RESOLUTION INCREASING THE AWARD OF A NON-FAIR AND OPEN CONTRACT TO MTS SOFTWARE SOLUTIONS, INC.

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and under N.J.S.A. 18A:64A-25.5 (a) (3) and (19) such purchases here are exempt from public bidding; and the College had purchased the proprietary document imaging system software from MTS Software Solutions, Inc. through a public awarded bid process in 2011. MTS Software Solutions, Inc. has also provided on-site service and support for the software since 2011; and

WHEREAS, the Office of Information Technology is required to purchase additional Production Document Imaging (PDI) licenses for the campus-wide expansion for the Onbase Document Imaging project. The College's goal is to deploy document imaging throughout the campus and the purchase of additional PDI licenses as well as the Application Enabler software allows for the expansion of five or more departments. MTS Software Solutions, Inc. has the expertise and experience in providing service and support for the document imaging system software and licensing; and

WHEREAS, the Onbase Document Imaging and Workflow system will be converted from twenty three named licenses to twenty three concurrent licenses. This conversion will triple the number of College constituents who can use the Imaging and Workflow system. It will also allow documents to be sent to a virtual printer and indexed into digital format; and

WHEREAS the 2018 adoption of Resolution FY2019-136 increased the non-fair and open anticipated annual contract amount to "\$100,000.00" through the initial portion of this contract of July 1, 2019 through the present, and the College would seek an increase from April 8, 2020 to June 30, 2021 in an amount of "\$136,000.00"; and

WHEREAS, Jack Post, Chief Information Officer, Melissa Manera, Manager of Purchasing, Helen Antonakakis, Executive Director for Finance & Planning and Maris Kukainis, Executive Director of Financial Administrative Services have therefore recommended that the Board of Trustees increase the amount of the contract prospectively as indicated and as amended in the Therefore clause below, and

THEREFORE, BE IT RESOLVED by the College that its Award as original memorialized in Resolution FY2019-136 for a non-fair and open contract is hereby increased and **AMENDED** as noted in the aforementioned to **MTS Software Solutions, Inc. (#FY19BEDC-14)** to provide additional licensing, service and support for OnBase Document Imaging and Workflow in the anticipated annual contract amount of **\$136,000.00** with the term commencing on **April 8, 2020** through **June 30, 2021**; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution increases the amends final portion of a non-fair and open contract to read in the anticipated annual contract amount of \$136,000.00 for MTS Software Solutions, Inc. to secure and provide the additional licensing, service and support for OnBase Document Imaging and Workflow. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

April 13, 2020

RESOLUTION NO. FY2020-169

RESOLUTION AWARDING A CONTRACT FOR ESPORTS DESIGN SERVICES THROUGH THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY PRICING SYSTEM AWARDED CONTRACT

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10, which are the subject hereof; and

WHEREAS, N.J.S.A. 18A:64A-25.10 authorizes county colleges to establish or participate in a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Educational Services Commission of New Jersey (ESCNJ), hereinafter referred to as the "Lead Agency " offered voluntary participation in a Cooperative Pricing System which it has duly established pursuant to applicable law and regulation for the purchase of goods and services; and

WHEREAS, the Camden County College Board of Trustees on November 11, 2014 passed Resolution No. FY2015-58, which authorized the membership and participation of the College to pursue Educational Services Commission of New Jersey (ESCNJ) for Cooperative Pricing System contracts as an way to streamline the procurement processes; and

WHEREAS, eSports Design Services are necessary for the College to start the eSports program here at Camden County College; and it is the recommendation of David Bruno, Associate Dean of Liberal Arts & Professional Studies and Rohrer Center, Davis Edwards, Executive Vice President of Academic & Student Affairs, and Melissa Manera, Manager of Purchasing to procure eSports Design Services as awarded under the Cooperative #EDCNJ 18/19-03 to their awarded vendor: CDW Governmental, LLC; Shelton, CT; and whereas all procurement requirements are therefore the obligation of the ESCNJ; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds on an as-needed basis in various departmental accounts for FY2021. Funds in FY2022 are subject to the availability of funding; and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned ESCNJ Cooperative #ESCNJ 18/19-03 for eSports Design Services is deemed by the Board to have been a Fair and Open process and is hereby AWARDED to **CDW Governmental, LLC** in the anticipated amount of **\$30,250.00 and any additional charges and expenses**; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to, where appropriate, require or negotiate any necessary contract language or any other necessary further terms of contract and execute all such documents or other instruments and/or to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution authorizes the procurement of eSports Design Services from CDW Governmental, LLC pursuant to N.J.S.A. 18A:64A-25.10 and ESCNJ Cooperative #ESCNJ 18/19-03 in the anticipated amount of **\$30,250.00 plus expenses and additional charges**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

April 13, 2020

RESOLUTION NO. FY2020-170

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
ATHLETIC SUPPLIES, EQUIPMENT, UNIFORMS & MISCELLANEOUS ITEMS
FY2021**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bids for **Athletic Supplies, Equipment, Uniforms & Miscellaneous Items FY2020**, Bid #FY20ITB-46, which were received and are attached below under “Bid Responses”; and no bids were received for Items #18, #23, #24 and #28 thru #34. The department no longer requires the no-bid items at this time; and

WHEREAS, a no-bid was received from Sportsmith, LLC; Tulsa, OK; and

WHEREAS, it is the recommendation of William Banks, Athletic Director and Melissa Manera, Manager of Purchasing to award the contract as identified on the attached Individual Itemized Award Listing as set forth therein and below as being respectively the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the funds are available on as-needed basis in account #131066-62101.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-46** for **Athletic Supplies, Equipment, Uniforms & Miscellaneous Items FY2021** be and is hereby AWARDED to All American Sports Corp. d/b/a Riddell All American and BSN Sports, Inc. in the anticipated amount of up to **\$40,000.00 on an as-needed basis** with terms commencing on **July 1, 2020** through **June 30, 2021** pursuant to the terms and conditions for the bid and rejects all other bids; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards the bid contracts to All American Sports Corp. d/b/a Riddell All American and BSN Sports, Inc. in the anticipated amount of up to \$40,000.00 on an as-needed basis with terms commencing on July 1, 2020 through June 30, 2021. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

April 13, 2020

RESOLUTION NO. FY2020-170

Bid Responses for
Athletic Supplies, Equipment, Uniforms & Miscellaneous Items
FY2021
(Bid #FY20ITB-46)

Bidders	Total Bid
All American Sports Corp. d/b/a Riddell All American Elyria, OH	\$13,744.64
BSN Sports, Inc. Dresher, PA	\$25,694.04 Various Discounts

Individual Itemized Award Listing for
Athletic Supplies, Equipment, Uniforms & Miscellaneous Items
FY2021
(Bid #FY20ITB-46)

Awarded:

**Riddell/All American Sports Corp. for Items:
#1, #7, and #17; and**

Awarded:

**BSN Sports, Inc. for Items:
#2 thru #6, #8 thru #16, #19, #20, #21 with a 20% discount off Nike, #22 with a 20% off Under Armor team, #25 with a 20% discount off Champion, #26 with a 15% discount off of the BSN Sports, Inc. website catalog, #27 with a 15% discount off of the BSN Sports, Inc. published catalog; and**

April 13, 2020

RESOLUTION NO. FY2020-171

**RESOLUTION REJECTING BID AND AUTHORIZING RE-ADVERTISEMENT OF
BID FOR INTER-CAMPUS CONNECTIVITY SERVICES**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and a publicly advertised bid for **Inter-Campus Connectivity Services**, Bid #**FY20ITB-47**, was received; and

WHEREAS, the College staff recommends to the Board that the bid submission from Comcast Business Communications, LLC, Philadelphia, PA, be rejected for non-compliance with published bid specification as they failed to complete the required Form of Bid; and

WHEREAS College staff requests authorization that this bid be re-advertised; and

THEREFORE, BE IT RESOLVED by the College that the **Bid #FY20ITB-47** for **Inter-Campus Connectivity Services** be and is hereby **REJECTED**; and the Manager of Purchasing is authorized to re-advertise this bid.

SUMMARY STATEMENT

This resolution rejects the bid submission for inter-campus connectivity services and further authorizes the Manager of Purchasing to re-advertise this bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-172

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR OFFICE FURNITURE

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bids for **Office Furniture**, Bid #**FY20ITB-49**, were received and are attached below under “Bid Responses”; and

WHEREAS, a no-bid was submitted by Office Basics, Inc., Boothwyn, PA and the submission received from Spectrum Total Office, Phoenixville, PA, is recommended to be rejected as insufficient bid response due to the incompleteness of the following forms: Form of Bid, Exhibit E, Statement of Ownership Disclosure, Exhibit F, Non-Collusion Affidavit, Exhibit Q and Acknowledgement of Receipt of Addenda; and

WHEREAS, it is the recommendation of Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to award the contract as identified on the attached Bid Responses and as set forth below as being respectively the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds on an as-needed basis in various departmental accounts for FY2021. Funds in FY2022 are subject to the availability of funding; and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause.

NOW, THEREFORE, BE IT RESOLVED by the College Board of Trustees that the aforementioned **Bid #FY20ITB-49** for **Office Furniture** be and is hereby **AWARDED** to **W.B. Mason Co., Inc.** in the anticipated contract amount of **\$20,000.00 on an as-needed basis** with the terms commencing on **July 1, 2020** through **June 30, 2022** pursuant to the terms and conditions for the bid and rejects all other bids and or deemed insufficient as recommended above; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the **BOARD OF TRUSTEES**.

SUMMARY STATEMENT

This resolution awards the bid contract to W.B. Mason Co., Inc. These office furniture items are required on an as-needed basis during the period of July 1, 2020 through June 30, 2022 in the anticipated amount of \$20,000.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-172

Bid Responses
for
Office Furniture
(Bid #FY20ITB-49)

Bidders:	Discount:
W.B. Mason Co., Inc. Bellmawr, NJ	62%
Innovative Commercial Interiors, Inc. West Trenton, NJ	57.5%

RESOLUTION NO. FY2020-173

RESOLUTION AWARDING CONTRACT AFTER BIDS FOR LIFT AND FORKLIFT SERVICE AND REPAIR

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and a publicly advertised bid for **Lift and Forklift Service and Repair**, Bid #FY20ITB-59, was received and is attached below under “Bid Response”; and

WHEREAS, it is the recommendation of Michael Calabrese, Building Operations Manager/Title II Coordinator, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Finance and Planning to award the contract as identified on the attached Bid Response as set forth therein as being respectively the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available in account #164688-61425 on an as-needed basis for Year 1. Funding in Year 2 is subject to the availability of funds; and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause.

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-59** for **Lift and Forklift Service and Repair** be and is hereby **AWARDED** to **Norris Sales Co., Inc.** with the term commencing on **August 1, 2020** through **July 30, 2022** on an as-needed basis in the anticipated amount of **\$20,000.00** pursuant to the terms and conditions for the bid; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to, where appropriate, require or negotiate any necessary contract language or any other necessary further terms of contract and execute all such documents or other instruments and/or to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards Norris Sales Co., Inc. in the anticipated amount of \$20,000.00 for lift and forklift service and repair. These lift and forklift service and repairs are required on an as-needed basis during the period of August 1, 2020 through July 30, 2022. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

April 13, 2020

Bid Response
for
Lift & Forklift Service & Repair
(Bid #FY20ITB-62)

	Eastern Lift Truck, Co., Inc. Maple Shade, NJ		Norris Sales Co., Inc. Sicklerville, NJ	
	Year 1	Year 2	Year 1	Year 2
1. Service Call Charge	\$150.00	\$150.00	\$125.00	\$125.00
2. On-Site Hourly Repair Rates:				
Straight time ½ hour rate	\$54.00	\$54.00	\$65.00	\$65.00
Straight time hourly rate	\$108.00	\$108.00	\$130.00	\$130.00
Overtime ½ hour rate	\$81.00	\$81.00	\$65.00	\$65.00
Overtime hourly rate	\$162.00	\$162.00	\$130.00	\$130.00
Premium time ½ hour rate	\$81.00	\$81.00	\$65.00	\$65.00
Premium time hourly rate	\$162.00	\$162.00	\$130.0	\$130.0
3. Pickup/Delivery Charge	\$250.00	\$250.00	\$150.00	\$150.00
4. Off-site/Shop Hourly Repair Rates				
Straight time ½ hour rate	\$54.00	\$54.00	\$55.00	\$55.00
Straight time hourly rate	\$108.00	\$108.00	\$110.00	\$110.00
Overtime ½ hour rate	\$81.00	\$81.00	\$55.00	\$55.00
Overtime hourly rate	\$162.00	\$162.00	\$110.00	\$110.00
Premium time ½ hour rate	\$81.00	\$81.00	\$55.00	\$55.00
Premium time hourly rate	\$162.00	\$162.00	\$110.00	\$110.00
5. Loaner Equipment at no additional charge	No		No	
6. Discount for Parts	20%		5%	

RESOLUTION NO. FY2020-174

**RESOLUTION REJECTING BID AFTER PUBLIC BID FOR COMPRESSED GASES
AND AUTHORIZING RE-ADVERTISEMENT**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bid for **Compressed Gases**, Bid #**FY20ITB-50**, was received; and

WHEREAS, the bid submission from Air Gas USA, LLC; Chicago, IL is rejected as an insufficient bid response due to the exceptions to the College bid specifications regarding insurance requirements; and

WHEREAS, it is the recommendation of Kevin Schmidt, Teaching Administrator/Director-Engineering & Technology, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to reject the bidder as stated herein and re-advertise the bid; and

BE IT FURTHER RESOLVED, that the Manager of Purchasing is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects the only timely bid submission for compressed gases of Air Gas USA, LLC; Chicago, IL as being non-compliant and further authorizes the Manager of Purchasing to re-advertise the bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-175

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR RENTAL AND SAFETY TRAINING FOR CONSTRUCTION EQUIPMENT, YARD EQUIPMENT AND TOOLS

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; bids for **Rental and Safety Training for Construction Equipment, Yard Equipment and Tools, Bid #FY20ITB-61**, were sought by public advertisement and the below attached “Bid Response” was received; and

WHEREAS, Items #36, #37, #46, #47 and #70 received no bids and departmental staff recommends that the no bid Items not be rebid as they no longer require these items; and

WHEREAS, it is the recommendation of Michael Calabrese, Building Operations Manager/Title II Coordinator, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to award the contract as identified on the attached Bid Response as set forth therein as being respectively the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available on an as-needed basis in account #164688-62419 for Year 1. Funds for Year 2 are subject to the availability of funding; and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) or contains an appropriate cancellation clause; and

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-59** for **Rental and Safety Training for Construction Equipment, Yard Equipment and Tools** be and is hereby **AWARDED** to **Norris Sales Co., Inc.** with the term commencing on **April 2, 2020** through **March 31, 2022** on an as-needed basis in the anticipated amount of **\$18,000.00** pursuant to the terms and conditions for the bid; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to, where appropriate, require or negotiate any necessary contract language or any other necessary further terms of contract and execute all such documents or other instruments and/or to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards Norris Sales Co., Inc. in the anticipated amount of \$18,000.00 for Rental and Safety Training for Construction Equipment, Yard Equipment and Tools. These Rental and Safety Training for Construction Equipment, Yard Equipment and Tools are required on an as-needed basis during the period of April 2, 2020 through March 31, 2022. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Bid Response
for
Rental and Safety Training for Construction Equipment, Yard Equipment
and Tools
(Bid #FY20ITB-61)

Bidders	Year 1 Total Rental Price	Year 2 Total Rental Price	Year 1 Total Training (Cost per Employee)	Year 2 Total Training (Cost per Employee)
Herc Rentals., Inc. Bonita Springs, FL	\$27,114	\$27,114	\$600	\$600
Norris Sales Co., Inc. Conshohocken, PA	\$21,336	\$21,336	\$500	\$500
Sunbelt Rentals, inc. Fort Mills, SC	\$31,425	\$31,425	\$750	\$750

RESOLUTION NO. FY2020-176

RESOLUTION REJECTING BID AFTER PUBLIC BID FOR DENTAL SUPPLIES, EQUIPMENT, SERVICE & GLOVES AND AUTHORIZING RE-ADVERTISEMENT

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and bid submissions were received after public advertisement for **Dental Supplies, Equipment, Service, and Gloves FY2021, Bid #FY20ITB-41**; and

WHEREAS, the College staff recommends that the bid submission from J&H Berge, Inc., South Plainfield, New Jersey, be rejected for non-compliance with specifications and for the incomplete Statement of Ownership Disclosure (Exhibit E); and

WHEREAS, it is the recommendation of Judy Burns, Dental Lab Sterilization Technician, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to reject the bid as stated herein and to re-advertise the bid; and

BE IT THEREFORE RESOLVED by the Board of Trustees that the bid is rejected as set forth above and the Manager of Purchasing is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects the bid submission for dental supplies, equipment, service and gloves under the advertised bid for **Dental Supplies, Equipment, Service and Gloves FY2021, Bid #FY20ITB-41** and further authorizes the Manager of Purchasing, to re-advertise the bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-177

RESOLUTION AWARDING CONTRACT FOR OFFICE SUPPLIES THROUGH THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM (CCCPS)

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into a Joint Purchasing Agreement pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*; and

WHEREAS, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and therefore is permitted to award and enter into contracts where the County of Camden, as the Lead Agency for the CCCPS, has procured and awarded agreements; and

WHEREAS, CCCPS publically advertised Bid #A-2/2020 on February 14, 2020 publicly opened bid responses for the procurement of office supplies as described in that bid; and the College seeks to utilize that procurement to award a contract to that vendor, Office Basics, Inc.; and

WHEREAS, it is the recommendation Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to procure office supplies through the CCCPS bid from **Office Basics, Inc.**; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding for office supplies in various departmental accounts on an as-needed basis for FY2020 and is subject to the availability of funds in FY2021.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to AWARD a contract to **Office Basics, Inc.** to procure office supplies on an as-needed basis through the Camden County Cooperative Pricing System – Identifier #57-CCCPS contract identified above in the anticipated amount of **\$240,000.00** for the term commencing on or about **March 1, 2020** through **February 28, 2021, with a one-year option to renew**; and

BE IT FURTHER RESOLVED that the proper officers of the College are hereby authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This Resolution awards and authorizes the College to award a contract to Office Basics, Inc. to procure office supplies through the County Cooperative Pricing System pricing under its – Identifier #57 – CCCPS under Bid #A-2/2020 from Office Basics, Inc. in the anticipated amount of \$240,000.00 during the period of March 1, 2020 through February 28, 2021, with a one-year option to renew. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

April 13, 2020

RESOLUTION NO. FY2020-178

RESOLUTION AWARDING A SIX-MONTH RENEWAL CONTRACT FOR PURCHASE OF COPY, COMPUTER PAPER AND ENVELOPES THROUGH THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM (CCCPS)

WHEREAS, purchasing and contracting by Camden County College (College) is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into a Joint Purchasing Agreement pursuant to the Local Public Contracts Act N.J.S.A. 40A:11-1, *et seq.*; and

WHEREAS, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and therefore is permitted to award and enter into contracts where the County of Camden, as the Lead Agency for the CCCPS procured and awarded the agreements and an option to extend; and

WHEREAS, CCCPS publically advertised Bid #A-41/2019 and on August 8, 2019 publicly opened the bid submissions and the College awarded this contract for the procurement of copy, computer paper and envelopes as awarded by the County with possible extension; and

WHEREAS, it is the recommendation of Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to award the six-month extension to procure copy, computer paper and envelopes through the CCCPS bid from Paper Mart and W.B. Mason; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funds in account #156641-62105.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to AWARD a six-month extension to the contract to the Vendors: **Paper Mart and W.B. Mason** for the procurement of copy, computer paper and envelopes through the CCCPS – Identifier #57-CCCPS contract identified above on an as-needed basis in the anticipated amount of **\$37,000.00** with terms commencing on **March 1, 2020** through **August 31, 2020**; and

BE IT FURTHER RESOLVED that the proper officers of the College are hereby authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards the six-month renewal or extension of the contract for copy, computer paper and envelopes through the County Cooperative Pricing System pricing under its – Identifier #57 – CCCPS under Bid #A-41/2019 to Paper Mart and W.B. Mason during the period of March 1, 2020 through August 31, 2020 in the anticipated amount of \$37,000.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

April 13, 2020

RESOLUTION NO. FY2020-179

RESOLUTION AUTHORIZING PERSONNEL ACTIONS

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), the President of Camden County College is empowered to nominate to the Camden County College Board of Trustees personnel for employment by Camden County College; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), the Camden County College Board of Trustees is authorized to appoint such personnel upon the recommendation of the President of the College, with such terms of employment as the Board of Trustees shall determine; and

WHEREAS, the Board of Trustees has determined that it is in the best interests of Camden County College to take the personnel actions so recommended;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby accepts and approves the personnel actions per the attached schedule as submitted by the President, and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to sign and execute such contracts or take such other actions as may be necessary and appropriate in connection herewith, and to make payments of salary and benefits and fulfill other terms of employment as appropriate in accordance herewith.

PERSONNEL RECOMMENDATIONS

New Hire

Patrick Chadd
Associate Dean
eLearning
Effective May 4, 2020

Promotion

Alison Bombara
From Academic Research Analyst
To Senior Research Analyst
Institutional Research & Planning
Effective April 13, 2020

Salary Change

Garen Eisen
Testing Technician, part-time
Testing Center
Effective April 13, 2020

Separations

Melissa Mora
Student Advisor
Educational Opportunity Fund
Effective March 27, 2020

Christine Pozniewski
Teaching Administrator/Lab Coordinator
Nursing
Effective March 27, 2020

Leaves

Mary Bohnert
Public Safety Officer
Public Safety
Effective November 27, 2019 – November 26, 2020

Zaida Nogue
Student Advisor
Veterans Services
Effective March 4, 2020 – June 30, 2020

Government Services Division

Leaves

Thomas Barnes
Campus Safety Officer - EMT
Public Safety
Effective February 28, 2020 – April 20, 2020

Olivia Justice
Campus Safety Officer
Public Safety
Effective February 25, 2020 – April 10, 2020

Credentials Summary

Patrick Chadd	Ed.D., Creighton University M.Ed., University of Massachusetts Boston B.A., Art Institute of Pittsburgh Dr. Chadd worked for Temple University as a Director, Educational Technology, Center for the Advancement of Teaching. He also worked for Rowan University as a Director of Technology Services.
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RESOLUTION NO. FY2020-180

RESOLUTION RATIFYING THE ACTION OF THE EXECUTIVE COMMITTEE

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and

WHEREAS, it is the practice of the Board of Trustees to authorize the Executive Committee of the Board to act on business of the College that may require the immediate attention, consultation, and action of the Board of Trustees in the interim period between regular Board meetings; and

WHEREAS, the Board of Trustees, at its reorganization meeting held on November 6, 2019, via Resolution FY2020-62, empowered and authorized the Executive Committee of the Board to consider and transact College business and take appropriate action during emergencies, declared or not, during the period between Board of Trustees meetings, with any action taken to be ratified by the full Board at its subsequent meeting; and

WHEREAS, the Executive Committee transacted business on behalf of the Board of Trustees in March 2020, as per the attached.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby ratifies the action of the Executive Committee as taken in March 2020.

SUMMARY STATEMENT

This resolution ratifies the action of the Executive Committee as taken in March 2020.

RESOLUTION NO. FY2020-155

**RESOLUTION FOR AWARD OF EMERGENCY SUPPLIES FOR
CORONAVIRUS PANDEMIC PREPAREDNESS WITHOUT PUBLIC BID**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4, and P.L.2005,C.271,s.2 *et seq.*; and whereas N.J.S.A. 18A:64A-25.6 permits a County College to purchase and award a contract without publicly advertised bids when an emergency affecting the health, safety or welfare of the occupants of College property requires the immediate delivery of materials or supplies or the performance of work provided that such materials, supplies or work is awarded based upon a written requisition for the same certified by the employee in charge of the building, facility or equipment where the emergency occurs; and

WHEREAS, as part of the state's coordinated response to address the novel coronavirus outbreak, Governor Murphy declared a State of Emergency and a Public Health Emergency, effective March 9, 2020, in order to increase New Jersey's ability to raise its efforts to contain the spread of COVID-19. Executive Order No. 103 declares those Emergencies across all 21 counties in New Jersey, allowing state agencies and departments to utilize all available state resources to assist affected communities responding to and recovering from COVID-19 cases; and

WHEREAS, the College President and the Executive Team, in light of the State of Emergency and the nature of the COVID-19 virus request permission to authorize the President to have the authority to make necessary purchases based on the urgency and emergency of conditions moving faster than standard procurement practices would permit; and

WHEREAS, it is the recommendation of Dr. David Edwards, Executive Vice President of Academic & Student Affairs, Dr. Jacqueline Galbiati, Vice President of Institutional Effectiveness, Advancement & Strategic Initiatives, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director for Financial Administrative Services that the Board of Trustees declare that an emergency condition exists due to the Coronavirus (COVID-19) pandemic allowing the College staff to procure necessary supplies and services to maintain proper operations, academic courses and College community health guidelines; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, will be responsible to certify that funding is available in the various and respective College accounts on an as-needed basis for any such purchases as they are made; and.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that due to the State of Emergency and the emergency conditions from the Coronavirus (COVID-19) pandemic hereby authorize the President in furtherance of the Board's

March 16, 2020

RESOLUTION NO. FY2020-155

action appointing him as their contracting Agent in Resolution # 2020-60 on November 6, 2019, they now designate him to make emergency contracts and purchases and to procure necessary supplies and services; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

BE IT ALSO FURTHER RESOLVED that all actions taken by the President under this Resolution shall be presented for ratification as soon as practicable to the Executive Board and the Board of Trustees.

SUMMARY STATEMENT

This resolution of the Board of Trustees declare that an emergency condition exists due to the Coronavirus (COVID-19) pandemic designating the President to act on their behalf and where necessary allowing him on behalf of the College to procure all necessary contracts, supplies and services outside of the standard procurement practices. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-181

**RESOLUTION RECOMMENDING PROVISION OF A ONE-TIME
PASS – NO CREDIT GRADE OPTION TO ELIGIBLE STUDENTS ENROLLED
AT CAMDEN COUNTY COLLEGE**

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(d), the Camden County College Board of Trustees is authorized to determine the educational curriculum and program of the College, consistent with the programmatic mission of the institution; and

WHEREAS, on March 21, 2020 a gubernatorial executive order mandated all non-essential New Jersey residents to stay at home until further notice in response to the COVID-19 pandemic; and

WHEREAS, on March 22, President Donald Borden directed suspension of physical operations including face-to-face instruction on all College campuses and instructional locations “in order to ensure the health and well-being of students, faculty and staff, along with the larger community we serve;” and

WHEREAS, on March 30, the College resumed spring semester course instruction in a fully remote modality; and

WHEREAS, Camden County College recognizes that every member of our community has been profoundly affected by the COVID-19 pandemic; and

WHEREAS, in an effort to ease the pressure of this challenging time on our students, the College proposes offering a Pass-No Credit grade option to all enrolled students; and

WHEREAS, the College intends upon petition and with proper review to administratively convert final letter grades earned by eligible students to either a Pass or No Credit final grade.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of Camden County College hereby approves provision of a Pass – No Credit grade option to eligible students at this time.

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and/or make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution approves provision of a Pass – No Credit grade option to eligible students completing coursework at this time.

April 13, 2020

RESOLUTION NO. FY2020-182

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT HIGHER EDUCATION EMERGENCY RELIEF FUND (HEERF) FROM THE U.S. DEPARTMENT OF EDUCATION

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees is empowered to exercise powers necessary or incidental to the establishment, maintenance and operation of the College; and

WHEREAS, the College has received notice of grant funding from the U.S. Department of Education Office of Postsecondary Education, namely:

“The Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief Fund (HEERF);” and

WHEREAS, the purpose of HEERF is to provide financial relief to Institutions of Higher Education (IHE) disrupted by the COVID-19 novel coronavirus, based on a formula stipulated in the legislation. At least 50 percent of the IHE’s allocation must be reserved to provide students with emergency financial aid grants to help cover expenses related to the disruption of campus operations due to coronavirus; and

WHEREAS, Camden County College has been allocated \$5,784,112, of which \$2,892,056 is the minimum allocation to be awarded for emergency financial aid grants to students; and

WHEREAS, Board acceptance is recommended by Helen Antonakakis, Executive Director, Finance and Planning;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby accepts the U.S. Department of Education Coronavirus Aid, Relief, and Economic Security Act Higher Education Emergency Relief Fund in the amount of \$5,784,112; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to sign and execute such contracts, or other instruments as may be necessary and appropriate in connection therewith.

SUMMARY STATEMENT

This resolution authorizes Camden County College to accept grant funds awarded by the U.S. Department of Education Office of Postsecondary Education, for The Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief Fund (HEERF) in the amount of \$5,784,112, with a minimum of \$2,892,056 to be allocated for emergency financial aid grants to students, in response to the COVID-19 pandemic disruption of higher education.

April 13, 2020