

John T. Hanson, Chair, called the **October 3, 2023** regular meeting of the Board of Trustees of Camden County College to order at 7:00 PM in the Board Room, Otto R. Mauke Community Center, Blackwood Campus, Blackwood, New Jersey. The option to participate remotely via Zoom was also available.

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 correspondence transmitted to the *Courier Post* and the *Retrospect* on November 2, 2022. A copy had also been filed with the Clerk of the County of Camden.

Board Members Present: Helen Albright Troxell, Annette Castiglione (Zoom), Susan Croll, John Hanson, Anthony Maressa, S. Jay Mirmanesh, and Judith Ward.

Board Members Absent: Tiara Clyde, Karen Halpern, Carmen Rodriguez, Jessica Stewart, and Brett Wiltsey.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning; Jennifer Craig, Administrative Assistant, President's Office; Orlando Cuevas, Executive Director of Public Safety Education and Training/RETC/Police Academy; Anne Daly-Eimer, Executive Dean of Enrollment and Student Services/Title IX Coordinator; David Edwards, Executive Vice President for Academic and Student Affairs; Wendy Henson, Desktop Manager; Kathleen Kane, Executive Director of Human Resources; Yvonne Kilson, Dean of School and Community Academic Programs; Joseph Lacava, ISD Technician; Jocelyn Lewis, Vice President for Institutional Effectiveness, Advancement & Strategic Initiatives; Karl McConnell, General Counsel; Jack Post, Chief Information Officer; Lovell Pugh-Bassett, President; Leeann Rinaldi, Executive Assistant, President's Office; Ron Tomasello, Director of Communications; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Minutes of Meetings

Motion made by Ms. Troxell and seconded by Dr. Mirmanesh to accept the minutes of the September 5, 2023 regular meeting as presented. **Motion** carried unanimously.

Public Comment

None.

President's Report

Dr. Pugh Bassett extended congratulations to Ms. Stewart on receiving the Trustee Spotlight Award from the New Jersey Council of County Colleges and commented that she was proud that others see the value of the commitment of Board members like Ms. Stewart in the success of the college.

She then presented highlights from her monthly report as included below:

Recruitment

- We were honored to welcome Dr. Clarence B. Jones, Speechwriter and Counsel to Dr. Martin Luther King, Jr. for a discussion on Civil Rights, the Constitution, and his new book, “Last of the Lions” on September 13. This historic event served as the relaunch for the Center for Civic Engagement and brought the entire community we serve together to hear from the Civil Rights icon.
- As we continue to reimagine our student spaces in response to feedback I received during last year’s listening sessions, I am pleased to report that the new student activity and gaming area in the Community Center is open. The previously underutilized space now contains a combination pool table/air hockey table, a foosball table and video games thanks to the CCC Foundation. We will continue to upgrade all of our campuses and teaching locations to maximize our student experiences.
- Representatives from municipalities across South Jersey were invited to the Blackwood Campus on September 29 by the South Jersey Film Office, in partnership with the New Jersey Motion Picture and Television Commission. The film office encourages local cities and towns to effectively accommodate on-location filming and market their communities as filming destinations. We are looking to partner with the film office for student opportunities.
- I was proud to represent the College at the annual Business Leadership Conference sponsored by the African American Chamber of Commerce of New Jersey on September 21. I was invited to participate in a panel discussion on education and presented the benefits of attending community college.

Retention and Reclamation

- Food Truck Thursdays had an outstanding start on the Blackwood Campus with Corrine’s Place Food Truck serving more than 170 meals. They will be in Camden on October 5, and back in Blackwood on October 12 and 26.
- As a military friendly school, we were proud to dedicate a POW/MIA chair at our Blackwood Campus on September 15 in honor of National POW MIA Recognition Day. The POW/MIA chair is left intentionally empty to serve as a reminder of the service members who are unable to be with us. Additional POW/MIA chairs will be installed in Camden and Cherry Hill.

- CCC is participating in the New Jersey Ballot Bowl, a statewide non-partisan voter registration and engagement competition led by students, for students. I was proud to join our Cougar to represent the College at the kickoff event at Rutgers University-Camden on September 20.

Realization

- Workforce Development Day was held on September 22 at the Rohrer Center in Cherry Hill. The event was attended by employers from across the state who were provided with information regarding the programs we can offer their businesses and organizations along with customized training and employer partnerships.

Upcoming Events

- October 5 – Fall sports pep rally
- November 3 – Designer bag bingo
- November 21 – Giving Tuesday (Camden Campus)
- November 28 – Giving Tuesday (Blackwood Campus)

Grants, Contracts & Gifts

Resolution #48 – Ms. Ward presented this resolution authorizing the College to accept funds awarded from the New Jersey Office of the Secretary of Higher Education in the amount of \$257,819 for the Community College Opportunity Grant-Student Success Initiative for FY2024.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2024-48 (see attachment **5242A**). **Motion** carried unanimously.

Resolution #49 – Ms. Ward presented this resolution authorizing the acceptance of funds awarded to the College as a sub-recipient of a grant award to the Central Jersey Family Health Consortium, Inc. from the New Jersey Department of Health in the amount of \$30,300 for a period of July 1, 2023 to June 30, 2024.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2024-49 (see attachment **5242B**). **Motion** carried unanimously.

Academic and Student Affairs Committee

Mr. Hanson noted that the Academic and Student Affairs Committee did not meet during the month of September; therefore, there was nothing to present from this committee at this time.

Business Affairs, Audit and Campus Development Committee

Ms. Ward presented a report from the Business Affairs, Audit and Campus Development Committee with four action items and the bid/contract recommendation.

Resolution #50 – Ms. Ward presented this resolution authorizing the acceptance of tool donations from Beyer Brothers Corp. Dealership with a total prorated value in the amount of \$30,888.24 and pursuant to the restrictions and terms as governed by the agreement with General Motors and the limited use, possession and responsibility for the tools pursuant to the GM Donation program.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2024-50 (see attachment **5242C**). **Motion** carried unanimously.

Resolution #51 – Ms. Ward presented this resolution authorizing an agreement with the Mastery Schools of Camden for implementation of the Gateway to College program for a term of September 2023 to June 30, 2024.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-51 (see attachment **5242D**). **Motion** carried unanimously.

Resolution #52 – Ms. Ward presented this resolution awarding and authorizing a non-fair and open contract to Ellucian Company, LP in the anticipated amount of \$123,500 to provide grant writing services during the period of October 1, 2023 through September 30, 2025.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-52 (see attachment **5242E**). **Motion** carried unanimously.

Resolution #53 – Ms. Ward presented this resolution awarding a non-fair and open contract to Chesmont Engineering, Inc. in the anticipated amount of \$23,000 for repairs to the liquid propane gas field at the Regional Emergency Training Center.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-53 (see attachment **5242F**). **Motion** carried unanimously.

Bid/Contract Recommendations

Ms. Ward presented the bid and contract recommendations consisting of **Resolution #'s FY2024-54 through 56**.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s FY2024-54 through 56 (see attachment **5242G**). **Motion** carried unanimously.

Personnel

Dr. Pugh-Bassett presented **Resolution FY2024-57**- Personnel Actions, dated October 3, 2023.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2024-57 (see attachment **5242H**). **Motion** carried unanimously.

Old Business

None.

New Business

Mr. Hanson announced that he has appointed the following individuals to a nominating committee charged with the responsibility of recommending a slate of officers for the Board's action at its reorganization meeting which will be held in November:

- Jessica Stewart, Chair
- Tiara Clyde
- Anthony Maressa
- Helen Albright Troxell
- Judith Ward

Adjournment

Motion to adjourn the meeting made by Ms. Troxell and seconded by Ms. Ward. **Motion** carried unanimously. The meeting adjourned at 7:19 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

October 3, 2023

RESOLUTION NO. FY2024-48

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ENTER INTO AN AGREEMENT WITH THE NEW JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION FOR THE IMPLEMENTATION OF THE COMMUNITY COLLEGE OPPORTUNITY GRANT – STUDENT SUCCESS INITIATIVE FUNDING

WHEREAS, Camden County College is governed by the Board of Trustees pursuant to N.J.S.A. 18A:64A-11 *et seq.*; and pursuant to N.J.S.A. 18A:64A-12 (p) the Board of Trustees is specifically empowered to exercise powers reasonably necessary or incidental to the establishment, maintenance and operation of the College; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 (k) and (l) that Board is specifically empowered to accept grants and contributions from any source in aid of its purposes, and has received notice of grant funding from the State of New Jersey Office of the Secretary of Higher Education (OSHE) for the Community College Opportunity Grant-Student Success Initiative in the amount of \$257,819.00 for FY2024; and

WHEREAS, the Student Success Initiative Funding grant supports the goals of the Community College Opportunity Grant, the state's free community college initiative that provides last dollar awards to New Jersey community college students who are New Jersey residents with annual adjusted gross income (AGI) under \$65,000; for AGI's between \$65,001 and \$80,000 students pay reduced tuition costs after up to one-half of the maximum CCOG award; and for AGIs between \$80,001 and \$100,000 students pay reduced tuition costs after up to one-third of the maximum CCOG award; and

WHEREAS, the purpose of the funding is to increase matriculation and support the goals of the CCOG for students in New Jersey; OSHE will provide funding to implement goals and strategies for capacity building and increasing enrollment, improving student completion, and reducing financial burdens on students; and

WHEREAS, Board acceptance is recommended by Anne Daly-Eimer, Executive Dean, Student Affairs;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby accepts the Community College Opportunity Grant-Student Success Initiative Funding in the amount of \$257,819.00 from the New Jersey Office of the Secretary of Higher Education; 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 the College to accept funds awarded from the NJ OSHE in the amount of \$257,819.00 for the Community College Opportunity Grant—Student Success Initiative Funding for FY2024.

October 3, 2023

RESOLUTION NO. FY2024-49

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT THE SUBRECIPIENT AWARD FROM THE CENTRAL JERSEY FAMILY HEALTH CONSORTIUM, INC., FUNDED BY THE NEW JERSEY DEPARTMENT OF HEALTH

WHEREAS, Camden County College is governed by the Board of Trustees pursuant to N.J.S.A. 18A:64A-11 *et seq.*; and pursuant to N.J.S.A. 18A:64A-12 (p) that Board is specifically empowered to exercise powers reasonably incidental to the operation of the College; and

WHEREAS, the College is authorized by N.J.S.A. 18A:64A-12 (k) and (l) to accept from any source grants or contributions in aid of its purposes, and it has received notice of award of funding as a subrecipient of funds awarded to the Central Jersey Family Health Consortium, Inc. from the New Jersey Department of Health in the amount not to exceed \$30,300.00 for the year commencing July 1, 2023 and terminating on June 30, 2024; and

WHEREAS, Camden County College will provide Department of Health approved training to a minimum of 15 frontline public health workers at a cost of \$2,020 per student; and

WHEREAS, Camden County College will provide the Colette Lamothe Galette Community Health Workers Institute (CLG-CHWI) instruction, which is Department of Health-approved curriculum, to Colette Lamothe Galette Institute (CLGI) students and it will document and track CLGI students' progress and will conduct graduation for CLGI students post completion of classroom instruction and will provide all instruction, student support, and administrative support; and

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

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby accepts the subrecipient grant award from the Central Jersey Family Health Consortium, Inc., funded by the New Jersey Department of Health, in the amount not to exceed \$30,300.00; 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 acceptance of funds awarded to Camden County College as a subrecipient of a grant award to the Central Jersey Family Health Consortium, Inc. from the New Jersey Department of Health in the amount of \$30,300.00 for period of July 1, 2023 to June 30, 2024.

October 3, 2023

RESOLUTION NO. FY2024-50

RESOLUTION AUTHORIZING AGREEMENT WITH THE MASTERY SCHOOLS OF CAMDEN FOR THE GATEWAY TO COLLEGE PARTNERSHIP PROGRAM

WHEREAS, the Board of Trustees are charged and empowered to take actions consistent with the mission of the College by N.J.S.A. 18A-64A-12; and

WHEREAS, Camden County College has enlisted the Mastery Schools of Camden who is willing to participate in this initiative and is willing to work with the College to support the implementation of the nationally recognized Gateway to College Initiative to provide opportunities to empower youth who have dropped out of high school or who are not on track to graduate from high school to earn their high school diploma along with college credits in a supportive environment from Camden County College; and

WHEREAS, in order to implement this program beginning in fall 2023, Camden County College must secure an agreement with the Mastery Schools of Camden providing that the Mastery Schools of Camden will refer eligible students to Camden County College and the terms under which Camden County College will provide services under the Gateway to College Initiative; and

WHEREAS, Camden County College seeks to launch its Gateway to College Program with current at-risk students ages 16 to 20 with the ninth class commencing September 2023; and with a proposed term of agreement from September 2023 to June 30, 2024; and

WHEREAS, Executive Dean, Margo Venable, recommends that the Board agree to allow the College to enter into this agreement; and

WHEREAS, the College will invoice Mastery Schools of Camden \$13,000 annually for each student registered as of the Fall term up to a total amount of \$130,000; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves such an agreement as described herein with the Mastery Schools of Camden for the purposes of carrying out the Gateway to College Program.

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 to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution authorizes an agreement with the Mastery Schools of Camden for implementation of the Gateway to College Program for the term September 2023 to June 30, 2024. The parties will cooperate in identifying and recruiting 16-20 year old students that have left high school, or who are at risk of leaving high school without earning a diploma, to return or recommit to education and gain a high school diploma while earning college credit at the College. The Mastery Schools of Camden pays the College per student. The program is designed to help students create, define and achieve their educational and career goals. Courses will be conducted on the Camden City Campus of the College at the rate of \$13,000 annually for each student registered as of the Fall term up to a total amount of \$130,000.

October 3, 2023

RESOLUTION NO. FY2024-51

**RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE PROVISION OF
ELECTRIC SUPPLY SERVICES FOR THE SOUTH JERSEY POWER COOPERATIVE**

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 Joint Purchasing Agreements pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*; and

WHEREAS, the South Jersey Power Cooperative (SJPC) is a purchasing cooperative that consists of various counties and their participating co-op members, and includes numerous municipalities, K-12 school districts, vocational-technical schools, utilities authorities and other municipal agencies and Camden County College is a Participating Member of the SJPC through our Camden County Cooperative Pricing System (CCCPS) for which the County of Camden is the Lead Agency for the SJPC;

WHEREAS, as Lead Agency on behalf of the SJPC, Camden County publicly advertised seeking bids for Electric Supply Services (Bid #A-29/2023). They received and opened bids on July 25, 2023, for Electric Supply Services for the SJPC; and **Constellation NewEnergy, Inc.** was the lowest responsible bidder for **Group 1** (\$0.06998 per kWh) and **Group 2** (\$0.06888 per kWh) for a term of twelve (12) months. No award was recommended for **Groups 3, 4, 5, 6, 7 and 8**, which are currently with the utility. Camden County College utilizes over 8 million kilowatt hours annually within the PSE&G and ACE service areas. Camden County College hereby acknowledges and accepts these bid rates for a service period of 12-months, commencing September 1, 2023; and

WHEREAS, on behalf of the Participating Members of the SJPC, the County of Camden has executed a master agreement with Constellation New Energy, Inc. for the needs of the Participating Members of the SJPC as described above commencing on the above specified dates; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding is available in accounts #164705-65101, #164695-65101, #164250-65101 and #164685-65101.

NOW, THEREFORE, BE IT RESOLVED that the BOARD OF TRUSTEES acknowledges the terms and conditions of the aforementioned bid and master contract to each of the **Constellation NewEnergy, Inc.** accounts for Groups 1 & 2, to which it will be bound for the duration of the agreement as noted herein;

BE IT ALSO RESOLVED THAT no contract is awarded for Groups 3, 4, 5, 6, 7 and 8; and

BE IT FURTHER RESOLVED that the President of the College is authorized to execute all such additional documents or instruments on behalf of the College and to make any necessary further appropriate arrangements or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards and authorizes the College to procure electric supply services through the South Jersey Power Cooperative under Bid #A-29/2023 to **Constellation NewEnergy, Inc.** for **Group 1** (\$0.06998 per kWh) and **Group 2** (\$0.06888 per kWh) as their low bids for the 12-month term commencing with the September 2023 meter readings. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

October 3, 2023

Board of Trustees Minutes Attachment #5242DRESOLUTION NO. FY2024-51

Bid Group	County	Participant	Service #/POD ID
1	Camden	Camden County Correctional Facility	PE000009358864858281
1	Camden	Camden County Courthouse	PE000011308168189783
1	Camden	Camden County College	PE000009649040418866
1	Gloucester	Gloucester County Buildings & Grounds	PE000011907495318441
1	Gloucester	Gloucester County Utilities Authority	PE000011276167147764
1	Camden	Collingswood, Borough of	PE000009963403218532
1	Gloucester	West Deptford Township	PE000010300571643045

Bid Group	County	Participant	Service #/POD ID
2	Cape May	Cape May, County of	0550040539427000310006
2	Gloucester	Rowan College at South Jersey	0550087459807000726483
2	Atlantic	Atlantic City, City of	0550123515857000141745
2	Camden	Camden County College	0550072188157001924560
2	Gloucester	Gloucester County Vocational-Technical School	0550010872657000085003
2	Atlantic	Atlantic County Government	0550069706637000679043
2	Atlantic	Atlantic County Government	0550125441557000460274

October 3, 2023

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT (BID A-29/2023), BY
AND BETWEEN THE COUNTY OF CAMDEN AND CONSTELLATION NEWENERGY,
INC., FOR ELECTRICITY GENERATION SUPPLY SERVICE UNDER THE SOUTH
JERSEY POWER COOPERATIVE E8802-SJPC**

WHEREAS the County of Camden on behalf of the South Jersey Power Cooperative ("SJPC") publicly advertised bids for the purpose of procuring electric energy services (Bid A-29/2023); and

WHEREAS, on July 25, 2023, beginning at 11:30 a.m. Prevailing Time, the Division of Purchasing, received and opened bids for Bid A-29/2023 with two (2) bids received; and

WHEREAS is the lowest responsible bidder for electric generation service for Groups 1 and 2 for a term of 24 months at the following rates:

Group 1	\$.06998/ per kWh;
Group 2	\$.06888 per kWh;

and

WHEREAS no award is recommended for Groups 3-8 which are currently with the utility; and

WHEREAS, there is a need to authorize and award a contract to Constellation NewEnergy, Inc., for Groups 1 and 2 for the needs of the County of Camden and participating members of the SJPC as described above for a period of 24 months, with the first meter reading on or after September 1, 2023, for each participating member; and

WHEREAS, funding for this purpose (for Bid A-29/2023) shall be encumbered at the per kilowatt-hour rates stated herein in the amounts to the limit of the budget appropriation for this purpose in accordance with N.J.A.C. 5:30-5.5(b)(2) and shall further be contingent upon the availability and appropriation of sufficient funds for

this purpose in the County's 2023 Permanent Budget and 2024 and 2025 Temporary and/or Permanent Budgets; now, therefore,

BE IT RESOLVED by the Camden County Board of Commissioners that, contingent upon the funding as described herein, the proper County officials be and are hereby authorized to execute all documents necessary to affect the agreement described herein with Constellation NewEnergy, Inc., 1001 Louisiana Street, Suite 1000, Houston Texas 77002, for Groups 1 and 2 of Bid A-29/2023, at the kWh hour as detailed herein, be and the same is hereby approved and awarded; and

BE IT RESOLVED no award is made for Groups 3-8 which shall remain with the utility; and

BE IT FURTHER RESOLVED that each Participating Government Entity shall encumber funds in accordance with law and shall award a similar contract for its needs to Constellation NewEnergy, Inc. as described herein, in accordance with the terms and conditions of Bid A-29/2023.

LJP/ml

#8658

Z:\Files-General\Coop. Pricing\SJPC\Electric Bid
Res. auth. Bid A-29/2023, Electric bid – Auth. 7-25-23

RESOLUTION NO. FY2024-52

RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO ELLUCIAN COMPANY, LP FOR GRANT WRITING 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, 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) this service is exempt from public bidding; and

WHEREAS, Ellucian Company, LP, has provided professional support to the College Grants Department with identifying external funding sources, vetting for eligibility, research, proposal development and review, assessment of Grants Office operations and engaging College personnel in the grants process. Given Ellucian's services and their familiarity with the College's grant operations the continuity of such a contract will allow for the cumulative benefits of an increase and further development of grants knowledge, skills and increases in grant funding to the College; and

WHEREAS, it is the recommendation of Jocelyn Lewis, Vice President for Institutional Effectiveness, Advancement and Strategic Initiatives; Rebecca Sheppard, Dean of Institutional Research and Planning; Karen Nicholson, Director of Grants for Institutional Effectiveness, Advancement and Strategic Initiatives; Jack Lipsett, Executive Director of Financial Administration and Melissa Manera, Manager of Purchasing, to award a non-fair and open contract to Ellucian Company, LP (**#FY24BEDC-04**) 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 \$123,500.00 during the period of October 1, 2023 through September 30, 2025; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #156635-61102 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 the Vendor agrees to not make any contribution above 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, (#FY24BEDC-04)** to provide grant writing services in the anticipated amount of \$123,500.00 with terms commencing on **October 1, 2023** through **September 30, 2025**; and

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

SUMMARY STATEMENT

This resolution awards and authorizes a non-fair and open contract to Ellucian Company, LP to provide Grant Writing Services in the anticipated amount of \$123,500.00 during the period of **October 1, 2023** through **September 30, 2025**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

October 3, 2023

RESOLUTION NO. FY2024-53

RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO CHESMONT ENGINEERING COMPANY, 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)(9) and (10) such a contract as involved here is exempt from public bidding; and

WHEREAS Chesmont Engineering Company, Inc. is the only company locally with the ability to provide the testing and repair work required by the Department of Community Affairs Liquid Propane Gas Safety Unit for our Liquid Propane Gas Field within a reasonable time to meet both the re-inspection and operational timelines; and

WHEREAS three (3) quotes were obtained and despite our requests, two were not inclusive of all of the testing and repair work requested and required; and

WHEREAS, it is the recommendation of Orlando Cuevas, Executive Director of Public Safety Education & Training/Police Academy/RETC, Bill Glassman, Teaching Administrator and Director of Fire Academy and Fire Science, Jack Lipsett, Executive Director of Financial Administration and Melissa Manera, Manager of Purchasing to award a non-fair and open contract to **Chesmont Engineering Co., Inc. (#FY24BEDC-05)** pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271, s.2 in the anticipated contract amount of \$23,000.00; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #9260763-500200 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 not to make any contribution above limits during contract term.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby AWARDED to **Chesmont Engineering Company, Inc. (#FY24BEDC-05)** for repairs to the liquid propane gas field at the Regional Emergency Training Center (RETC) in the anticipated total amount of **\$23,000.00**; and

BE IT ALSO RESOLVED that the proper officers of the College are authorized to negotiate the any further terms and execute all such documents for appropriate arrangements to make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards a non-fair and open contract to **Chesmont Engineering Company, Inc.** for repairs to the liquid propane gas field in the anticipated amount of \$23,000.00. 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.

October 3, 2023

RESOLUTION NO. FY2024-54

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR AI-BASED TEXT ANALYSIS APPLICATION

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 the College publicly advertised for bids for **AI-Based Text Analysis Application, Bid #FY24ITB-03**, and all bids received are attached below under “Bid Responses”; and

WHEREAS, it is the recommendations of Patrick Chadd, Dean of eLearning and Academic Support Services; David Edwards, Executive Vice President of Academic Affairs; Melissa Manera, Manager of Purchasing; and Jack Lipsett, Executive Director of Financial Administration to award a 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 funding in account #128093-61430 in Year 1 and subject to the availability of funding in Year 2, and is noted that any contract entered into shall reflect that it is subject to funding 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 College that the aforementioned **Bid #FY24ITB-03 for AI-Based Text Analysis Application**, be and is hereby **AWARDED** to **Copyleaks, Inc. for \$16,448.00 annual licensing fee for Year 1 and \$16,448.00 annual licensing fee for Year 2**, with terms commencing on **October 4, 2023 to June 30, 2025** pursuant to the terms and conditions set forth in the bid; and

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

SUMMARY STATEMENT

This resolution awards the bid contract to **Copyleaks, Inc.** for AI-Based Text Analysis Application as identified above for the anticipated amounts over the two years equaling a total aggregate of **\$32,896.00** as indicated in the anticipated amount during the period of October 4, 2023 to June 30, 2025. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

October 3, 2023

RESOLUTION NO. FY2024-54

Bid Response
for
AI-Based Text Analysis Application
(Bid #FY24ITB-03)

Bidder	Fees
Copyleaks, Inc. Stamford, CT	Year 1 Licensing Fee: \$16,448.00 for 6,425 Licenses Year 2 Licensing Fee: \$16,448.00 Implementation Fee: \$0.00 Cost of Additional Licensing: \$2.56 per FTE Student

October 3, 2023

RESOLUTION NO. FY2024-55

**RESOLUTION REJECTING BIDS FOR DENTAL EQUIPMENT – PERKINS FY2024
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 in a conformance with that Act the College publicly advertised for bids for **Dental Equipment – Perkins FY2024 Bid #FY24ITB-05**, and one bid submission was received; and

WHEREAS, the bid submission from Patterson Dental in St. Paul, Minnesota is rejected for non-compliance with the bid specifications as they submitted a conditional bid; and

WHEREAS, it is the recommendation of Judith Burns, Dental Lab Sterilization Technician, Melissa Manera, Manager of Purchasing and Jack Lipsett, Executive Director of Financial Administration, to reject the bid as non-compliant and to re-advertise that bid; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY24ITB-05 for Dental Equipment – Perkins FY2024** be and is hereby **REJECTED** and the Manager of Purchasing is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects the only bid submission as being non-compliant for **Dental Equipment – Perkins FY2024 Bid #FY24ITB-05** and further authorizes the Manager of Purchasing to re-advertise a bid for such services as desired. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

October 3, 2023

RESOLUTION NO. FY2024-56

**RESOLUTION AWARDING CONTRACT FOR ARCHITECTURAL/
ENGINEERING DESIGN SERVICES FOR THE FIRE TRAINING STRUCTURE FOR
CAMDEN COUNTY FIRE ACADEMY ON THE CAMDEN COUNTY COLLEGE
REGIONAL EMERGENCY TRAINING CENTER COMPLEX (RETC) CAMPUS IN
BLACKWOOD, NJ**

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-25.5 (a) (1) the College is authorized to make, negotiate or award a contract or enter into contract for Professional Services without public bidding; and

WHEREAS, the Camden County Commissioners (County) are permitted to enter into agreements by qualifying professionals under NJSA 40A:11-1 *et seq.*, and specifically 40A:11-5 without public bidding; and the process of contract awards for Professional Services for both the County and the College may require procedures regarding representations as to eligibility and ineligibility to contract with governmental entities based on political contributions pursuant to the statute NJSA 19:44a-20.1 *et seq.*, Chapters 51 and 271; and

WHEREAS, the Camden County Commissioners acted on behalf of the College as a named entity along with the other related County governmental entities pursuant to NJSA 18A:64A-25.10 and 25.11 for the purpose of establishing a pool of qualified Architectural and Engineering firms for the period of time involved; and

WHEREAS, the County Commissioners by Resolution specifically adopted and authorized said qualified pool of professionals, and specifically authorizing the College to enter into professional contracts to secure the services of any of those professionals in the approved qualified pools, and to enter into a professional services contract with any of same upon the adoption of an authorizing Resolution; and

WHEREAS, in order to properly analyze and evaluate professionals' proposals, the College requested a fixed Scope of Work and Fee proposals from four of the qualified Architectural/ Engineering firms in that Pool under the College's Proposal #FY24CSSW-50 for Architectural & Design Services for Fire Training Structure for Camden County Fire Academy on the Regional Emergency Training Center Complex (RETC). The initial request received no proposals and a subsequent request went to four new firms from the pool of qualified professionals. The one submitted proposal was opened on September 26, 2023 from Bach Associates was found responsive to the request and found to be responsive and qualifying and was chosen as most advantageous to the College at a price of \$111,638.00; and

WHEREAS, it is the recommendation of the Camden County Improvement Authority employees and the College Scope of Work committee members, namely; Michael Billingham, Camden County Improvement Authority; Orlando Cuevas, Executive Director of Public Safety Education & Training/Police Academy/RETC, Bill Glassman, Director/Teaching Administrator for the Fire Academy and Fire Science, Michael Calabrese, Building Operations Manager/Title II Coordinator of Facilities, Melissa Manera, Manager of Purchasing and Jack Lipsett, Executive

October 3, 2023

RESOLUTION NO. FY2024-56

Director of Financial Administration to award the qualifying responsible proposal to Bach Associates for the procurement of Architectural & Design Services for the Fire Training Structure for Camden County Fire Academy on the Camden County College Regional Emergency Training Center Complex (RETC) Campus in Blackwood, NJ in response to this request; and

WHEREAS, Camden County government had obtained and provided the funds to the College for this project by way of a grant and they have also indicated that they were satisfied with the proposal, price and prior service from Bach; and Helen Antonakakis, Executive Director for Finance and Planning, has certified that the funding for these services is dedicated in account number #9210763-300170.

THEREFORE, BE IT RESOLVED by the Board of Trustees that the process to qualify this Pool is deemed to have been a Fair and Open process; and

THEREFORE, BE IT ALSO RESOLVED by the BOARD OF TRUSTEES that this Non-Fair and Open contract is AWARDED to Bach Associates and the College is authorized to contract with Bach for the aforementioned **Scope of Work and Fee Proposal #FY24CSSW-50 for Architectural & Design Services for the Fire Training Structure for Camden County Fire Academy on the Camden County College Regional Emergency Training Center Complex (RETC) Campus in Blackwood, NJ** in the anticipated proposal amount of **\$111,638.00**; and

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

SUMMARY STATEMENT

This resolution awards the referenced professional services contract for Architect and Engineering Services to **Bach Associates** for the **Architectural & Design Services for the Fire Training Structure for Camden County Fire Academy on the Regional Emergency Training Center Complex (RETC)** for these services in the anticipated amount of **\$111,638.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Firms	Scope of Work Proposal Cost
Bach Associates	Task 1: \$20,928.00
Haddon Heights, NJ	Task 2: \$39,790.00
	Task 3: \$6,756.00
	Task 4: \$44,164.00
	Grand Total: \$111,638.00

RESOLUTION NO. FY2024-57

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.

October 3, 2023

PERSONNEL RECOMMENDATIONS

New Hires

Joshua Blige	Maintenance/General Facilities Effective October 9, 2023
Natalie Dick	Student Support Services Success Coach, Permanent part-time Student Affairs Effective October 9, 2023
Nicholas Earnshaw	Radio Station Coordinator Student Affairs Effective October 9, 2023
Evrin Kahyaoglu	Coordinator of Student Life and Engagement Student Affairs Effective October 9, 2023
Colin Keller	Maintenance/Electrician Facilities Effective October 9, 2023
Marilyn Nogue	Payroll Specialist Payroll Effective October 9, 2023

Reassignments/Transfers

Jeffrey Edwards	From Director of Student Support Services, Acting To Director of Student Support Services Student Affairs Effective October 9, 2023
Kaitlyn Parkhill	From Enrollment Services Associate, Temporary part-time To B Secretary Liberal Arts & Professional Studies Effective October 9, 2023

Promotions

Elaine Flacco	From Administrative Services Manager To Legal Assistant/Risk Management Coordinator/OPRA Custodian Legal & Insurance Effective October 9, 2023
Zaida Nogue	From Student Advisor, Veterans Affairs To Billing Administrator & Veterans Advisor Business Office Effective October 9, 2023

Title Changes

Kimberly Pinto

From Co-Director
To Director of Operations
New Jersey Child Assault Prevention
Effective October 9, 2023

Debra Schultz

From Co-Director
To Director of Curricula
New Jersey Child Assault Prevention
Effective October 9, 2023

Separations

Lauren Hill

Associate Dean
Camden and Adult Basic Skills
Effective February 29, 2024

Cecelia Murphy

Risk Management, Legal Assistant & OPRA Custodian
Legal Services
Effective December 31, 2023

Barbara Palmer

Academic Support Services Coordinator
eLearning & Academic Support Services
Effective September 29, 2023

Orlando Robinson

Student Support Services Success Coach
Student Affairs
Effective October 6, 2023

Lillian Toledo

Office Manager
New Jersey Child Assault Prevention
Effective November 29, 2023

Leaves

Barbara Iuliucci

Assistant Professor II
Dental Programs
Effective August 9, 2023 – September 15, 2023

Patrick Marion

Maintenance-Electrician
Facilities
Effective September 29, 2023 – December 31, 2023

Debra Ross

B Secretary
Financial Aid
Effective August 2, 2023 – October 25, 2023

Government Services Division

Reassignments/Transfers

Nicole DeSordi	From Government Services Officer, Temporary part-time To Government Services Officer, Permanent part-time Financial Administrative Services Effective October 9, 2023
Carolyn Drumm	From Government Services Officer, Temporary part-time To Government Services Officer, Permanent part-time Financial Administrative Services Effective October 9, 2023
Mark Hoopes	From Government Services Officer-LEO, Temporary part-time To Government Services Officer-LEO, Permanent part-time Financial Administrative Services Effective October 9, 2023
Justin Rivera	From Government Services Officer, Temporary part-time To Government Services Officer, Permanent part-time Financial Administrative Services Effective October 9, 2023
Noemi Rodriguez	From Government Services Officer-LEO, Temporary part-time To Government Services Officer-LEO, Permanent part-time Financial Administrative Services Effective October 9, 2023
Sean Wingate	From Government Services Officer-LEO, Temporary part-time To Government Services Officer-LEO, Permanent part-time Financial Administrative Services Effective October 9, 2023

Separations

Kaila English	Government Services Officer Financial Administrative Services Effective October 5, 2023
Rickey Gibson	Government Services Officer-LEO Financial Administrative Services Effective October 6, 2023

Leaves

Carlito Cadiz	Government Services Officer Financial Administrative Services Effective August 16, 2023 – September 10, 2023
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RESOLUTION NO. FY2024-57-1

Colin Lynch

Government Services Officer-EMT
Financial Administrative Services
Effective August 30, 2023 – October 1, 2023