

John T. Hanson, Chair, called the **October 6, 2020** regular meeting of the Board of Trustees of Camden County College to order at **7:01 PM** via GoTo Meeting/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 November 7, 2019 and August 31, 2020. A copy had also been filed with the Clerk of the County of Camden.

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

Board Members Absent: None.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning; Donald Borden, President; Anne Daly-Eimer, Acting Executive Dean of Enrollment and Student Services/Title IX Coordinator; David Edwards, Executive Vice President for Academic and Student Affairs; 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; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Minutes of Meeting

Motion made by Mr. Maressa and seconded by Ms. Croll to accept the minutes of the September 8, 2020 regular meeting as presented. **Motion** carried unanimously.

Public Comment

None.

President's Report

President Borden presented his monthly report as follows:

Student Success

- On August 13, the Community Work Experience Program (CWEP) celebrated student completion of the Medical Training program.
- The Gateway to College program graduated its largest class ever of 75 graduates.
- The part-time Dental Assisting and the Dental Hygiene students completed their spring and summer “hands on” requirements.

Student Support Services

- To keep students engaged in a virtual environment, Michael Colbert and Jackie Tenuto set up student forums to address various issues including mental health, textbook rentals, tutoring, registrations and financial aid.
- The financial aid office has awarded \$1,552,000 in CARES Act funding to 1,598 students.
- During the 2019-2020 academic year, CCC awarded the second highest number of EOF students out of the 18 community colleges. A total of 469 students received EOF awards amounting to \$386,000 in grant aid.

Outreach

- On August 31, the College Readiness Now VI Final Report was submitted to the New Jersey Council of County Colleges. The College was awarded \$68,510 this year.
- As of August 31, 113 high school students have enrolled in the Camden County College Now Campus Course Program.
- The Career & Technical Institute of Camden County College is registering students to participate in the Career Now program during the 2020-2021 school year. These school districts include Black Horse Pike Regional, Gloucester City HS, Eastern HS and Audubon HS.

Partnerships

- During August 25-27, 117 senior high school students, who are part of our Senior Option Program from Camden County Technical High Schools, attended a College Orientation held in Civic hall on the Blackwood campus.
- On August 3-6, 2020 the Division of School, Community and Workforce Training Programs held its annual College Board AP Summer Institute virtually. Six AP Institutes were provided online: Biology, Calculus A/B, English Literature and Composition, Psychology, English Language and Composition, and US History.
- CIM has created a new certificate of achievement called the Industrial Maintenance Technology Certificate of Achievement. It is a completely on-line program and the students are granted full tuition from a grant held by NJCCC.

Faculty and Staff News

- Prof. Nancy Gartland earned an Ed.D in Educational Leadership in May from Rowan University. Nancy was given the Student American Veterinary Medical Association award for the "Best Lab Instructor at The University of Pennsylvania's School of Veterinary Medicine" for the 2019-2020 academic year.
- Dr. Susan Choi, a faculty member in the Dept. of Chemistry, hosted live virtual chemistry activities for the 21st Century Scholars Program on July 29. Through this program,

Camden County College aims to provide academic enrichment opportunities for students at Overbrook and Pennsauken High Schools.

- Ivis Quann, Secretary in the Liberal Arts and Professional Studies Division, recently earned a Master's Degree in Education with a concentration in Adult Education and Training from the University of Phoenix.
- Congratulations to Gretchen Heller as the new Teaching Administrator for Dental Hygiene. Gretchen will be working primarily in the radiology area.

International Student Services

- This fall, the ISSO has enrolled 203 International Students, 32 DACA students, and 398 ESL students in both ESL courses and major courses.
- On August 29, a New Student Orientation was held to welcome new students. Twenty-four new students attended and represent 11 countries around the world including Austria, China, Cyprus, Ecuador, Germany, Mexico, Nigeria, Portugal, Turkey, United Kingdom, and Vietnam.

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 would be no report from this committee this evening.

Business Affairs, Audit and Campus Development Committee

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

Resolution #50 – Mr. Wiltsey stated that this resolution authorizes the acceptance of thirteen Aisin AF-50 Transmissions with a value of \$0.00 and the limited use, possession and responsibility for the GM parts pursuant to the GM Donation program.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2021-50 (see attachment **4995A**). **Motion** carried unanimously.

Resolution #51 – Mr. Wiltsey said that this resolution authorizes a shared library services agreement in Camden between the College, Rutgers University and Rowan University for the term July 1, 2020 to June 30, 2021 for no cost to the College.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2021-51 (see attachment **4995B**). **Motion** carried unanimously.

Resolution #52 – Mr. Wiltsey stated that this resolution authorizes a shared services agreement with the Cherry Hill Public School District for Emergency Management Plans at the Rohrer Center for a term of September 1, 2020 through June 30, 2021.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2021-52 (see attachment **4995C**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #53 – Mr. Wiltsey said that this resolution authorizes a shared services agreement with the Eastern Camden County Regional School District for services associated with the Option 2 program for the 2020-2021 academic year. Mr. Wiltsey noted that the school district will pay the College a rate of \$4,500 per three credit course or \$1,500 per credit/contract hour for a maximum of 20 students and an additional \$225 per student for any student registered over 20, up to 27 students.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2021-53 (see attachment **4995D**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #54 – Mr. Wiltsey stated that this resolution authorizes the College to enter into a shared services agreement with the Camden County Department of Corrections for the provision of ESL and GED training for inmates through April 30, 2021.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2021-54 (see attachment **4995E**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #55 – Mr. Wiltsey said that this resolution awards a non-fair and open contract to KFT Fire Trainer, LLC to upgrade the T-2000 Structural Live Fire Training for the burn building at the Regional Emergency Training Center in the anticipated amount of \$120,350.00.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2021-55 (see attachment **4995F**). **Motion** carried unanimously.

Resolution #56 – Mr. Wiltsey stated that this resolution awards a non-fair and open contract to Unified, LLC to provide the College's Web Portal and Mobile App services in the anticipated amount of \$111,301.37 for a term of November 1, 2020 through June 30, 2025.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2021-56 (see attachment **4995G**). **Motion** carried unanimously.

Resolution #57 – Mr. Wiltsey said that this resolution awards a non-fair and open contract to Unified, LLC to provide online application system, consulting and research services in the anticipated amount of approximately \$128,365.07, plus reimbursable expenses for travel and lodging of consultants for a term of January 1, 2021 through June 30, 2025.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2021-57 (see attachment **4995H**). **Motion** carried unanimously.

Resolution #58 – Mr. Wiltsey stated that this resolution awards a non-fair and open contract to 30 Bird Media to provide test vouchers for certification exams and textbooks to the Continuing Education Department on an as-needed basis in the anticipated amount of \$10,000.00 from October 7, 2020 to September 30, 2021.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2021-58 (see attachment **4995I**). **Motion** carried unanimously.

Resolution #59 – Mr. Wiltsey said that this resolution awards a non-profit contract to Educational Testing Service to provide the College with HiSET GED testing in an anticipated receipt of a per capita fee to the College in the approximate estimated amount of \$30,000.00 subject to the final approval by the State of New Jersey Department of Education Adult Education Division for a term of January 1, 2021 through December 31, 2021.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2021-59 (see attachment **4995J**). **Motion** carried unanimously.

Resolution #60 – Mr. Wiltsey stated that 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 \$40,600.00 for a term of October 7, 2020 through September 30, 2021.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2021-60 (see attachment **4995K**). **Motion** carried unanimously.

Resolution #61 – Mr. Wiltsey said that this resolution awards and authorizes the College to procure the synchronous learning platform for distance education as well as a platform for remote video meetings through NJEDge.Net, Inc. to Zoom Video Communications, Inc. for a term of October 6, 2020 through October 5, 2022 in the anticipated amount of \$32,400.00.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2021-61 (see attachment **4995L**). **Motion** carried unanimously.

Bid/Contract Recommendations

Mr. Wiltsey presented the bid and contract recommendations contained in the packet which consisted of **Resolution #'s FY2021-62 through 68**.

Motion made by Mr. Hanson and seconded by Ms. Halpern approving Resolution #'s FY2021-62 through 68 (see attachment **4995M**). **Motion** carried unanimously.

Personnel

President Borden presented **Resolution FY2021-69**- Personnel Actions, dated October 6, 2020.

Motion made by Mr. Hanson and seconded by Ms. Halpern approving Resolution FY2021-69 (see attachment **4995N**). **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
- Anthony Maressa
- Helen Albright Troxell
- Judith Ward

Adjournment

Motion to adjourn the meeting made by Ms. Croll and seconded by Ms. Stewart. **Motion** carried unanimously. The meeting adjourned at 7:27 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

October 6, 2020

RESOLUTION NO. FY2021-50

RESOLUTION AUTHORIZING ACCEPTANCE OF DONATION AND USE OF REFERENCED TRANSMISSIONS AND PARTICIPATION IN THE GM DONATION PROGRAM

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 General Motors Corporation and General Motors dealerships began to sponsor an Automotive Service Educational Program (ASEP) in 1983 on the Blackwood campus in which students take courses to prepare them to work on General Motors vehicles; and

WHEREAS, the General Motors Donation program has provided the College's training program with the possession and use according to the terms of that program with vehicles and automotive parts for use solely as a training tool, and such vehicles and parts are not permitted to be driven on the road or to be anywhere but on the Blackwood campus pursuant to the terms of the GM Donation program; and

WHEREAS, pursuant to the College's participation in the subject program, the College is authorized to accept thirteen (13) Aisin AF-50 Transmissions, with a value of \$0.00 pursuant to the restrictions and terms as governed by the agreement with General Motors; and

WHEREAS, Christopher Gallo, Director of the Automobile Technician Training Program, and David Edwards, Executive Vice President for Academic and Student Affairs, recommend continuing this relationship by accepting the restricted use and possession of the GM parts;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves accepting the donation of the aforementioned parts with all relevant restrictions; 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/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 acceptance of thirteen (13) Aisin AF-50 Transmissions with a value of \$0.00 and the limited use, possession and responsibility for the GM parts pursuant to the GM Donation program.

RESOLUTION NO. FY2021-51

RESOLUTION AUTHORIZING AGREEMENT WITH RUTGERS UNIVERSITY AND ROWAN UNIVERSITY FOR LIBRARY SERVICES IN CAMDEN

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

WHEREAS, the College requires the use of a library for its Camden Campus and the College has provided library services to the Camden Campus through a three-party agreement with Rutgers University and Rowan University providing the College with full use of the Paul Robeson Library and all the resources of the Rutgers University Library System including a computer lab, but excluding the Law School Library (collectively the “Library”); and

WHEREAS, the College desires to continue the three-party agreement with Rutgers University and Rowan University providing the College with full use of the Paul Robeson Library and all the resources of the Rutgers University Library System including a computer lab, (excluding the Law School Library, and collectively the “Library”) from July 1, 2020 to June 30, 2021; and

WHEREAS, Rutgers is the sole and exclusive owner and manager of the library and the Agreement provides a governance mechanism to insure the needs of the College are met; the College currently provides library services to Rutgers-Camden, Blackwood-based students, faculty and staff participating in the Rutgers-CCC partnership; and

WHEREAS, this FY2021 Agreement calls for the cost to the College for the use of the Rutgers University Camden Paul Robeson Library and services be equal to the cost to Rutgers – Camden for use of the College Blackwood Library and services; and

WHEREAS, no funds be exchanged for such library services between the College and Rutgers University – Camden; and the Executive Vice-President for Academic & Student Affairs, Dr. David Edwards has recommended renewal of this agreement for the term July 1, 2020 to June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves the agreement with Rutgers University and Rowan University for the provision of library services for the Camden Campus for the term July 1, 2020 to June 30, 2021 for no additional cost; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to execute the agreement and any associated documents with any and all required government agencies or other appropriate organizations, or other instruments as may be necessary and appropriate in connection therewith.

SUMMARY STATEMENT

This resolution authorizes a shared library services agreement in Camden between the College, Rutgers University and Rowan University for the term July 1, 2020 to June 30, 2021 for no additional cost.

October 6, 2020

RESOLUTION NO. FY2021-52

RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BY AND BETWEEN CAMDEN COUNTY COLLEGE AND CHERRY HILL PUBLIC SCHOOL DISTRICT FOR EMERGENCY MANAGEMENT PLANS

WHEREAS, N.J.S.A 40A:65-1, *et seq* (“Uniform Shared Services and Consolidation Act”) permits two local units to enter into a contract for any services which any party to the agreement is empowered to render within its jurisdiction; and

WHEREAS, under the Shared Services Act, any local unit may enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purposes of any of the participating local units; and

WHEREAS, the Cherry Hill Public School District (CHPSD) and Camden County College (the College) are desirous of entering into a Shared Services Agreement pursuant to the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et seq.) ("Shared Services Act"), for the purposes described herein; and

WHEREAS, the CHPSD has a need to establish a sanctuary location for emergency evacuation of its children in the event of a catastrophic event and the College staff believes that it has facilities for emergency sheltering at the Rohrer Center; and

WHEREAS, CHPSD and the College agree the term of this Agreement shall be for the 2020-2021 school year, commencing on September 1, 2020 and ending on June 30, 2021.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Camden County College authorizes and approves that the College may enter into a shared services agreement with the Cherry Hill Public School District for the aforementioned services at the Rohrer Center in connection with Emergency Management Plans acceptable to the President, Staff and Counsel for the College; and

BE IT FURTHER RESOLVED that the proper officials be and are hereby authorized to execute all documents necessary to affect a Shared Services Agreement with CHPSD to take such actions as may be necessary and appropriate in connection herewith and are authorized to execute such documents or other instruments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution authorizes a shared services agreement with the Cherry Hill Public School District and Camden County College for Emergency Management Plans at the Rohrer Center in accordance with N.J.S.A. 40A:65-1 et eq. for the 2020-2021 school year, commencing on September 1, 2020 and ending on June 30, 2021.

October 6, 2020

RESOLUTION NO. FY2021-53

RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BY AND BETWEEN EASTERN CAMDEN COUNTY REGIONAL SCHOOL DISTRICT AND CAMDEN COUNTY COLLEGE FOR RENEWAL OF PROGRAMS

WHEREAS, N.J.S.A 40A:65-1, *et seq* (“Uniform Shared Services and Consolidation Act”) permits two local units to enter into a contract for any services which any party to the agreement is empowered to render within its jurisdiction; and NJSA 18A:64A-25.10 also authorizes the same; and

WHEREAS, Eastern Camden County Regional School District (“ECCRSD”) and Camden County College (“CCC”) intend to provide college credit and noncredit courses for ECCRSD students through the Option 2 program for the 2020-2021 academic year; and

WHEREAS, CCC has accordingly agreed to do the following, among other things:

- assist in planning, marketing and delivering student testing;
- provide a program orientation;
- plan, schedule, market, and deliver courses;
- provide instructors to teach at ECCRSD during the fall and spring semesters;
- provide ongoing communication with ECCRSD staff; and

WHEREAS, ECCRSD has accordingly agreed to do the following, among other things:

- provide to CCC appropriate facilities for a one-day orientation;
- provide appropriate facilities for College staff and faculty to offer courses on-site at ECCRSD;
- shall pay to CCC the current contract tuition rate for faculty services provided by CCC;

WHEREAS, ECCRSD has accordingly agreed to pay CCC \$4,500 per three credit course or \$1,500 per credit/contact hour for a maximum of 20 students and an additional \$225 per student for any student registered over 20 up to 27 students; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College shall enter into a shared services agreement with the Eastern Camden County Regional School District for the aforementioned 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/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 a shared services agreement with the Eastern Camden County Regional School District for services associated with the Option 2 program for the 2020-2021 academic year. Eastern Camden County Regional School District will pay CCC a rate of \$4,500 per three credit course or \$1,500 per credit/contact hour for a maximum of 20 students and an additional \$225 per student for any student registered over 20 up to 27 students.

RESOLUTION NO. FY2021-54

RESOLUTION APPROVING A SHARED SERVICES AGREEMENT WITH THE CAMDEN COUNTY DEPARTMENT OF CORRECTIONS FOR TRAINING FOR ENGLISH AS A SECOND LANGUAGE (“ESL”) & GENERAL EDUCATIONAL DEVELOPMENT (“GED”)

WHEREAS, N.J.S.A. 40A:65-1, *et seq* (“Uniform Shared Services and Consolidation Act”) permits two local governmental units to enter into a contract for any service which any party to the agreement is empowered to render within its jurisdiction; and

WHEREAS, the Camden County Department of Corrections (“CCDC”) has identified a need to provide English as a Second Language (“ESL”) and General Educational Development (“GED”) training to inmates as part of the rehabilitation process and has requested that the College provide this training to CCDC inmates under a Shared Services Agreement; and

WHEREAS, Camden County College offers ESL and GED training, including providing such training courses to the general public, businesses and schools; and under the proposed agreement the College will receive from the CCDC salary reimbursement for College instructors on a monthly basis as ESL and GED training services are provided; and

WHEREAS, Margo Venable, Executive Dean of School/Community & Workforce Training Programs recommends the signing of this Shared Services Agreement for the period through April 30, 2021.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that Camden County College enter into a Shared Services Agreement with the Camden County Department of Corrections for provision of ESL and GED training for inmates; 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 order to effectuate this resolution.

SUMMARY STATEMENT

This resolution authorizes a Shared Services Agreement with the Camden County Department of Corrections for the period thru the end of April 2021 unless terminated by either party on sixty (60) days written notice. The College shall provide the services of one (1) teacher of General Educational Development (“GED”) and one (1) teacher of the GED and English as a Second Language (“ESL”) for the inmates of the Facility as required by state mandate. These teachers provide classroom instruction on a part time basis at the discretion of the Correctional Facility. Teachers will be paid based on actual hours worked at \$28.00 per hour (including cost of fringe benefits) for no more than 20 hours per week/per teacher plus a 10% administrative fee for administration, HR and billing services. Actual pay rate is \$25.00 before fringe benefit cost. Total amount of services shall not exceed 1040 hours per year/per teacher based on a 52 week schedule (before sick time and fringe benefits.) Corrections will cover the costs of textbooks and educational materials. Teachers will be required to adhere to the Policies and Procedures of the Correctional Facility and will be subject to all required processes (background checks, drug testing etc.) to be granted security clearance to the Facility. The College will submit invoices to the Correctional Facility on a monthly basis and will be paid by Purchase Order.

October 6, 2020

RESOLUTION NO. FY2021-55

RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO KFT FIRE TRAINER, LLC

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)(10) and (19) is exempt from public bidding; and

WHEREAS, KFT Fire Trainer, LLC is the original manufacturer of the Burn Building, and has provided the installation of the proprietary electronics and safety systems along with proprietary hardware and software and provided technical assistance, repairs and replacement equipment as needed to ensure the continued operation of the building for the Fire Academy. The burn building now requires technical advancements and upgrades as well as replacement parts to remain operational. As the designer, manufacturer and installer of the T-2000 Live Fire Training System, KFT maintains the resources, materials and equipment necessary to successfully upgrade the trainer without a more costly entire total system replacement; and

WHEREAS, it is the recommendation of Orlando Cuevas, Executive Director of Public Safety Education & Training/Police Academy/RETC, Maris Kukainis, Executive Director of Financial Administrative Services and Melissa Manera, Manager of Purchasing, to award a non-fair and open contract To **KFT Fire Trainer, LLC (#FY21BEDC-03)** pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271,s.2 in the anticipated contract amount of \$120,350.00; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #9180221-607020 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 **KFT Fire Trainer, LLC (#FY21BEDC-03)** for the upgrade of T-2000 Structural Live Fire Training in the anticipated total amount of **\$120,350.00**; 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 non-fair and open contract to **KFT Fire Trainer, LLC** to upgrade the T-2000 Structural Live Fire Training in the anticipated amount of \$120,350.00. 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.

RESOLUTION NO. FY2021-56

RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO UNIFIED, LLC FOR WEB PORTAL AND MOBILE APP

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), (6), (15) and (19) is exempt from public bidding; and

WHEREAS, the College’s Web Portal and Mobile App were previously procured through the Request for Proposal (RFP) process and awarded to Unified, LLC for a one year contract. This is a continuation of the same services of that contract since the web portal has now been operational; and

WHEREAS, it is the recommendation of Jack Post, Chief Information Officer, Mahima Chauhan Director of Project Management and Financial Systems and Melissa Manera, Manager of Purchasing, to award a non-fair and open contract to Unified, LLC. (#FY21BEDC-11) for Web Portal and Mobile App services in the anticipated amount of \$105,000.00 with terms commencing November 1, 2020 through June 30, 2025; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funding in account #155083-61426 for Year 1. Year 2 through Year 5 funding is contingent upon the approval 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. It further acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure Form and Determination of Value so as to permit a non-fair and open award.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby AWARDED to **Unified, LLC (#FY21BEDC-11)** for Web Portal and Mobile App services in the anticipated contract amount of **\$111,301.37.00** with terms commencing on **November 1, 2020 through June 30, 2025**; 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-fair and open contract to Unified, LLC to provide the College’s Web Portal and Mobile App services in the anticipated amount of \$111,301.37 or the period of November 1, 2020 through June 30, 2025. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Jan 1 st 2021 – June 30 th , 2021	\$11,301.37
July 1 st 2021- June 30 th 2022	25K
July 1 st 2022 – June 30 th 2023	25K
July 1 st 2023 – June 30 th 2024	25K
<u>July 1st 2024 – June 30th 2025</u>	<u>25K</u>
Total	\$ 111,301.37

RESOLUTION NO. FY2021-57

AMENDED RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO UNIFYED, LLC FOR ONLINE APPLICATION SYSTEM, CONSULTING AND RESEARCH 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) (3), (6), (15) and (19) is exempt from public bidding; and

WHEREAS, Unifyed will be engaged for consulting to perform certain tasks to explore, test and develop specification for a comprehensive and cost-effective building of modules for a Student Information System (SIS) by collaborating with Camden County College personnel. This will also involve research as well as products/services including the Unifyed “Admit” and other products developed during this consulting and research contract; and

WHEREAS, it is the recommendation of Jack Post, Chief Information Officer, Mahima Chauhan Director of Project Management and Financial Systems and Melissa Manera, Manager of Purchasing, to award a non-fair and open contract to Unifyed, LLC. (#FY21BEDC-10) for online application system, consulting and research services in the anticipated amount of \$120,000.00 plus reimbursable expenses for travel and lodging of consultants during the contract with terms commencing January 1, 2021 through June 30, 2025; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funding in accounts #155083-61426 for Year 1. Year 2 through Year 5 funding is contingent upon the approval 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. It further acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure Form and Determination of Value so as to permit a Non-Fair and Open contract award.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby AWARDED to **Unifyed, LLC (#FY21BEDC-10)** for online application system, consulting and research services in the anticipated contract amount of **\$128,365.07 plus reimbursable expenses for travel and lodging of consultants with terms commencing on January 1, 2021 through June 30, 2025;** 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-fair and open contract to Unifyed, LLC to provide for online application system, consulting and research services in the anticipated amount of approximately \$128,365.07 (See the breakdown below), plus reimbursable expenses for travel and lodging of consultants for the period of January 1, 2021 through June 30, 2025. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Jan 2021 – June 30 th , 2021	\$9,565.07
July 1 st 2021- June 30 th 2022	\$27,563.00
July 1 st 2022 – June 30 th 2023	\$28,941.15
July 1 st 2023 – June 30 th 2024	\$30,388.21
July 1 st 2024 – June 30 th 2025	\$31,907.62

RESOLUTION NO. FY2021-58

RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO 30 BIRD MEDIA

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 18A:64A-25.5 (a)(3),(10) & (19) such is exempt from public bidding; and

WHEREAS, 30 Bird Media provides student test vouchers for A+ and Net+ certification exams and textbooks that are used for courses in the Customized Training Department. These textbooks from 30 Bird Media are the only books authorized by the New Jersey Community College Consortium for Workforce & Economic Development for all statewide training. The College wishes to purchase the test vouchers for certification exams and text books from 30 Bird Media on an as-needed basis during the period of October 7, 2020 through September 30, 2021; and

WHEREAS, it is the recommendation of Jaclyn Wallace, Project Coordinator, Margo Venable, Executive Dean, and Melissa Manera, Manager of Purchasing to award a non-fair and open contract to 30 Bird Media (#FY21BEDC-12) 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 \$10,000.00 during the period of October 7, 2020 through September 30, 2021; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, certifies that funding is available in account #121360-62209 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 **30 Bird Media (#FY21BEDC-12)** to provide test vouchers for certification exams and text books to the Continuing Education Department on an **as-needed basis** in the anticipated amount of **\$10,000.00** with terms commencing on **October 7, 2020 through September 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-fair and open contract to **30 Bird Media from October 7, 2020 to September 30, 2021** to provide test vouchers for certification exams and text books to the Continuing Education Department on an **as-needed basis** in the anticipated amount of **\$10,000.00**. 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 6, 2020

RESOLUTION NO. FY2021-59

RESOLUTION AWARDING A NON-PROFIT CONTRACT TO EDUCATIONAL TESTING SERVICE (ETS) FOR HISET GED TESTING AND SEPARATELY FOR THE PURCHASE OF EDUCATIONAL MATERIALS

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Act, 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 N.J.S.A.18A:64A-25.3 and 25.5 require the award by the Board in public; and

WHEREAS, the College has been a site for GED testing since 2008, administering between 750 to 900 candidates annually from 2008-2013. The College has used Educational Testing Service (ETS) as the test vendor since 2016 and would prefer to continue with them for FY2021 subject to the approval by the State of New Jersey Department of Education Adult Education Division to approve the College as a State test site for the New Jersey High School Diploma (GED Testing); and

WHEREAS, Educational Testing Service (ETS) High School Equivalency Test (HiSET) is one of only three (3) State of New Jersey authorized vendors for the State Issued High School Diploma Programs; and ETS has the terms that best meet the needs of the College at this time; and

WHEREAS, it is the recommendation of Anne Daly-Eimer, Executive Dean of Student Affairs/Acting Title IX Coordinator and Melissa Manera, Manager of Purchasing to recommend the award of a non-profit contract (#FY21NP-15) to Educational Testing Service (ETS); and

WHEREAS, it is the recommendation of Anne Daly-Eimer, Executive Dean of Student Affairs/Acting Title IX Coordinator that the College, under a separate contract continue to procure surveys, reporting services and instructor's guides for various departments as-needed through ETS; and

WHEREAS, Helen Antonakakis, Executive Director for Finance & Planning has certified that revenue funds will be deposited in account #137140-46513; 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) contingent on funding and/or contains an appropriate cancellation clause; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned non-profit contract (#FY20NP-01) be and is hereby **AWARDED to Educational Testing Service (ETS)** to provide the College with HiSET GED testing in an anticipated receipt of a per capita fee to the College in the approximate estimated amount of **\$30,000.00** subject to the final approval by the State of New Jersey Department of Education Adult Education Division commencing on **January 1, 2021 through December 31, 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.

RESOLUTION NO. FY2021-59

SUMMARY STATEMENT

This resolution awards a non-profit contract to Educational Testing Service (ETS) to provide the College with HiSET GED testing from January 1, 2021 to December 31, 2021 in an anticipated receipt of a per capita fee to the College from the students in the approximate estimated amount of **\$30,000.00**. The Award however is conditioned upon and subject to the approval of the State of New Jersey Department of Education Adult Education Division. Students will register and pay online for a full battery per test directly to ETS. The terms of this contract are such that ETS will reimburse the College per test.

In addition, the College utilizes ETS for additional procurement of products such as surveys, reporting services and instructor's guides. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2021-60

**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) is exempt from public bidding; and

WHEREAS, Ellucian Company, LP, has provided support to the College Grants Department with identifying external funding sources, vetting for eligibility, grants research, proposal development and review, assessment of Grants Office operations and engaging College personnel in the grants process. Given Ellucian Grant Services familiarity with the grants operations at Camden County College, the contract will allow us to build on the previous year's work, increase and further develop grants knowledge, skills and increase grant funding to the College; and

WHEREAS, it is the recommendation of Dr. Jaqueline Galbiati, Vice President for Institutional Effectiveness, Advancement and Strategic Initiatives, Rebecca Sheppard, Dean of Institutional Research and Planning, Karen Nicholson, Grants Coordinator and Melissa Manera, Manager of Purchasing, to award a non-fair and open contract to Ellucian Company, LP (**#FY21BEDC-16**) 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 \$40,600.00 during the period of October 7, 2020 through September 30, 2021; 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 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, (#FY21BEDC-16)** to provide grant writing services in the anticipated amount of **\$40,600.00** with terms commencing on **October 7, 2020** through **September 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 and authorizes a non-fair and open contract to Ellucian Company, LP to provide Grant Writing Services in the anticipated amount of \$40,600.00 during the period of **October 7, 2020** through **September 30, 2021**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2021-61

RESOLUTION AWARDING A CONTRACT TO ZOOM VIDEO COMMUNICATIONS, INC. FOR A ZOOM AGREEMENT FROM THE AWARD BY THE NJEDGE.NET COOPERATIVE PRICING SYSTEM

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 program; and

WHEREAS, the New Jersey Presidents' Council, a body politic and corporate under the laws of New Jersey, established NJEDge.Net, Inc. pursuant to N.J.S.A. 18A:3B-8d, as a joint purchasing program for public institutions of higher education in the State of New Jersey and independent institutions which receive direct aid from the State of New Jersey; and

WHEREAS, New Jersey Institute of Technology, the State University of New Jersey, on behalf of itself and other members and participating subscribers of NJEDge.Net, Inc. issued a Request for Proposals, seeking proposals for a synchronous learning platform for distance education as well as a platform for remote video meetings; and

WHEREAS, Zoom Video Communications, Inc. submitted a proposal in response to their request for proposal and received the award from NJEDge.Net, Inc.; and the Parties memorialized rates, terms and conditions pursuant to which Zoom Video Communications, Inc. provides the synchronous learning platform for distance education as well as a platform for remote video meetings to the members and participating subscribers of NJEDge.Net, Inc. The anticipated cost for FY2021 and FY2022 is \$32,400.00 at approximately \$16,200.00 annually for 500 education licenses. Additional licenses can be added at the cost of \$32.40 each annually; and

WHEREAS, it is the recommendation of Jack Post, Chief Information Officer, Dr. Teresa Smith, Dean, Academic Affairs, Patrick Chadd, Associate Dean of eLearning, Anne Daly-Eimer, Executive Dean, Enrollment and Student Services, Dr. David Edwards, Executive Vice President, Academic Affairs and Student Services and Melissa Manera, Manager of Purchasing to recommend a contract award for this agreement as stated herein; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified funding in account #555020-61426 for FY2021 and is contingent upon the availability of funding in FY2022.

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to award a contract for synchronous learning platform for distance education as well as a platform for remote video meetings through the award by the **NJEDge.Net, Inc.** joint purchasing program as identified above to **Zoom Video Communications, Inc.** in the anticipated annual contract amount of **\$16,200.00** and a total two-year contract anticipated amount of **\$32,400.00, additional licenses can be added at the cost of \$32.40 each annually** with terms commencing **October 6, 2020** through **October 5, 2022**; and

October 6, 2020

RESOLUTION NO. FY2021-61

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 and authorizes the College to procure the synchronous learning platform for distance education as well as a platform for remote video meetings through NJEdge.Net, Inc. to Zoom Video Communications, Inc. with terms commencing October 6, 2020 through October 5, 2022 in the anticipated amount of \$32,400.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2021-62

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
UNIFORMS FOR FIRE ACADEMY AND POLICE ACADEMY**

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 **Uniforms for Fire Academy and Police Academy**, Bid #**FY21ITB-10**, were received and are attached below under “Bid Responses”; and

WHEREAS, it is the recommendation of Orlando Cuevas, Executive Director, Regional Emergency Training Center, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to award the contract as identified on the attached Individual Itemized Award Listing 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 accounts #111419-62206, #114615-62206, #114617-62206, #141744-62206 and #511572-62206 in Year 1 and are subject to the availability of funds 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.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY21ITB-10** for **Uniforms for Fire Academy and Police Academy** be and is hereby **AWARDED** to the bidder identified below and on the attached Individual Itemized Award Listing as follows: **Hero Outfitters, LLC (Base Bid A)** in the anticipated amount of **\$20,000.00** and **(Base Bid B)** in the anticipated amount of **\$20,000.00** for this contract **on an as-needed basis** with terms commencing on **October 7, 2020 through August 31, 2022** pursuant to the terms and conditions for the bid; 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 Hero Outfitters, LLC for (Base Bid A) in the anticipated amount of \$20,000.00 and (Base Bid B) in the anticipated amount of \$20,000.00 for this contract on an as-needed basis with terms commencing on October 7, 2020 through August 31, 2022. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

October 6, 2020

RESOLUTION NO. FY2021-62

Bid Responses
for
Uniforms for Fire Academy and Police Academy
(Bid #FY21ITB-10)

Bidders	Base Bid A: Fire Academy			Base Bid B: Police Academy		
	Year 1 Total	Year 2 Total	% Disc	Year 1 Total	Year 2 Total	% Disc
Hero Outfitters, LLC West Berlin, NJ	\$69,350.00	\$72,787.00	0%	\$26,420.00	\$27,220.00	0%

RESOLUTION NO. FY2021-63

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR UNIFORMS AND RELATED SUPPLIES FOR TECHNICAL INSTITUTE

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 **Uniforms and Related Supplies for Technical Institute**, Bid #FY21ITB-22, was received and is attached below under “Bid Response”; and

WHEREAS, it is the recommendation of Kaina Hanna, Director of Career and Technical Institute, Acting, Margo Venable, Executive Dean of School, Community & Workforce Training Programs and Melissa Manera, Manager of Purchasing 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 the availability of funds on an as-needed basis in account #111268-62206; and

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY21ITB-22 for Uniforms and Related Supplies for Technical Institute** be and is hereby AWARDED to **George Ziegler d/b/a Discount Uniform Center** in the anticipated amount of **\$20,000.00 on an as-needed basis** with terms commencing on **October 7, 2020** through **August 31, 2021** pursuant to the terms and conditions for 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 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 the bid contract for uniforms and related supplies for the College’s Technical Institute to **George Ziegler d/b/a Discount Uniform Center** in the anticipated amount **\$20,000.00 on an as-needed basis** with terms commencing on **October 7, 2020** through **August 31, 2021**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

October 6, 2020

RESOLUTION NO. FY2021-63

Bid Responses
for
Uniforms and Related Supplies for Technical Institute
(Bid #FY21ITB-22)

Bidder	Total Bid Items	Total Bid	% Discount Misc. Items
George Ziegler d/b/a Discount Uniform Center Wildwood, NJ	43	\$33,430.00	20%

RESOLUTION NO. FY2021-64

RESOLUTION AMENDING AWARD FOR INTERNET 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 the College publicly advertised for bids for **Internet Connectivity Services, Bid #FY21ITB-21**, and responsive bids were received and awarded on Resolution No. FY2021-40 at the September 8, 2020 Board meeting; and

WHEREAS, the College had to continue coverage with Comcast Business Communications, LLC for the Internet Connectivity Services previously awarded on June 2, 2017 on Resolution No. FY2017-273 that was set to expire on June 30, 2020. The College was unable to procure a new contract due to COVID-19 until September. Now that services are awarded, the College needs to overlap coverage between the prior vendor and new vendor in order to coordinate and change IP addresses for the following: LRC Library for EZPROxy Services, Automotive for access to GM Materials, OneSolution VPN, Executime VPN, Camden County Library VPNs (2 x locations) and Unifyed (MyCCC Portal/Admit/SSO/ etc.); and

WHEREAS, it is the recommendation of Jack Post, Chief Information Officer, Office of Information Technology, Earl Ruberts, Director of Network Services, Office of Information Technology, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to amend the awarded contract to Comcast Business Communications, LLC on a month-to-month basis with an anticipated amended expiration date of November 30, 2020 or thereafter for the conversion in the anticipated amount of \$2425.00 per month for an anticipated total amount of \$12,125.00; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in account #165081-65609; and

NOW, THEREFORE BE IT RESOLVED by the College that the aforementioned **Bid #FY17ITB-66** for **Internet Connectivity Services**, be and is hereby **AMENDING AWARD** to **Comcast Business Communications, LLC** in the anticipated amount of **\$12,125.00** on a month-to-month basis with terms commencing on **July 1, 2020 to November 30, 2020** or thereafter allowing the College to coordinate and change IP Addresses with the new provider pursuant to the terms and conditions for 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 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 amends the awarded bid contract to **Comcast Business Communications, LLC** for internet connectivity services in the anticipated amount of **\$12,125.00** on a month-to-month basis with terms commencing on **July 1, 2020 to November 30, 2020** or thereafter allowing the College to coordinate and change IP Addresses with the new provider. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

October 6, 2020

RESOLUTION NO. FY2021-65

RESOLUTION AWARDING 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, has procured and awarded agreements; and

WHEREAS, CCCPS received and publicly opened, publically advertised Bid #A-48/2020 on September 11, 2020 for the procurement of copy, computer paper and envelopes for a six-month term with an optional six-month renewal contract; and

WHEREAS, it is the recommendation of Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to procure copy, computer paper and envelopes through the CCCPS bid from Office Basics, Inc., Paper Mart, Inc. 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 contract with an optional six-month renewal to the vendors: **Office Basics, Inc., Paper Mart, Inc. 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 **\$35,000.00** with terms commencing on **October 1, 2020** through **March 31, 2021**; 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 contract for copy, computer paper and envelopes through the County Cooperative Pricing System pricing under its – Identifier #57 – CCCPS under Bid #A-48/2020 to Office Basics, Inc., Paper Mart, Inc. and W.B. Mason during the period of October 1, 2020 through March 31, 2021 in the anticipated amount of \$35,000.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

October 6, 2020

RESOLUTION NO. FY2021-66

RESOLUTION AWARDING RENEWAL CONTRACT FOR PROCUREMENT OF REFUSE REMOVAL SERVICES FROM CAMDEN COUNTY COOPERATIVE PRICING SYSTEM AWARD

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 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 received and publicly opened, publically advertised Bid #A-21/2018 on July 24, 2018 for the procurement of refuse removal services; and the College seeks to utilize that procurement to award a contract to that vendor for the one-year renewal contract; and

WHEREAS, it is the recommendation of Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to procure refuse removal services on an as-needed basis through the CCCPS bid from Waste Management of New Jersey, Inc. with terms commencing on September 1, 2020 through August 31, 2021; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding is available in accounts #164685-65505, #164695-65505, #164716-65505, #164702-65505, #164705-65505 and #164258-65505.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to award the contract for refuse removal services through the Camden County Cooperative Pricing System – Identifier #57-CCCPS to **Waste Management of New Jersey, Inc.** by the aforementioned third-year renewal contract in the anticipated amount of **\$45,568.86** with terms commencing on or about **September 1, 2020** through **August 31, 2021**, which is subject to appropriate contract terms; 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 and authorizes the College to renew the refuse removal services third-year contract through the Camden County Cooperative Pricing System under its – Identifier #57-CCCPS under Bid #A-21/2018 by award to **Waste Management of New Jersey, Inc.** during the period of September 1, 2020 through August 31, 2021 in the anticipated amount of \$45,568.86. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

October 6, 2020

RESOLUTION NO. FY2021-67

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR SCHOOL BUS TRANSPORTATION FROM NEGOTIATED DEPARTMENTAL VENDORS OF CHOICE

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(c.) after being publically advertised on two separate occasions without receiving any bids, the College is permitted to seek to negotiate such a contract with a vendor; and

WHEREAS, Camden County College on February 20, 2020 duly advertised a request for bids for **School Bus Transportation, Bid #FY20ITB-48**; but after no bids were received, the College duly re-advertised a request for bids for **School Bus Transportation II, Bid #FY21ITB-11** on August 20, 2020 and no bids were received a second time; and

WHEREAS, the College's Manager of Purchasing has made a reasonable effort and determined that the same or equivalent items are not available at a cost lower than that which can be negotiated by the College from any agency or authority of the United States or the State of New Jersey, from Camden County, or from any municipality in close proximity to the College; and

WHEREAS, it is the recommendation of Yvonne Kilson, Assistant Dean, School, Community & Workforce Training Programs, Melanie Iannuzzi, Director of Student Recruitment, and Melissa Manera, Manager of Purchasing to award negotiated contracts (#FY21ITB-11) for all bid items that received no responsive bids on both occasions from the departmental vendors of choice on an as-needed basis; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available in accounts #136642-63307, #515631-63307 and also in various departmental accounts on an as-needed basis and funding for the 21st Century STEM Program is subject and contingent upon approval from the State of New Jersey; and

NOW THEREFORE, BE IT RESOLVED that the BOARD OF TRUSTEES hereby authorizes the negotiation of contracts to procure the aforementioned **School Bus Transportation (#FY21NG-07)) services to Holcomb Bus Service, Student Transportation of America, McGough Bus Co., Inc., H.A. DeHart Transportation, Hillman Bus Service, First Student, Inc., T&L Transportation and Sheppard Bus Service, Inc.** in the anticipated aggregate amount of **\$100,000.00** with the term commencing on **October 7, 2020** through **June 30, 2021** pursuant to the authorized negotiated contracts; 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 negotiated school bus transportation contracts with the departmental vendors of choice: Holcomb Bus Service, Student Transportation of America, McGough Bus Co., Inc., H.A. DeHart Transportation, Hillman Bus Service, First Student, Inc., T&L Transportation and Sheppard Bus Service, Inc. for routes that received no bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c) and on an as-needed basis in the anticipated amount of \$100,000.00 during the period of October 7, 2020 to June 30, 2021. **This requires a two-thirds affirmative vote of the authorized membership of the Board.**

October 6, 2020

RESOLUTION NO. FY2021-68

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR VETERINARY TECHNOLOGY SUPPLIES, EQUIPMENT AND SERVICE FY2021 AND AUTHORIZING TO THE DEPARTMENTAL VENDORS OF CHOICE

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 bids for **Veterinary Technology Supplies, Equipment and Service FY2021**, Bid #**FY21ITB-169**, were received and are attached below under “Bid Responses”; and Bid #**FY20ITB-40** certain items were previously authorized by the Board of Trustees to be re-bid in Resolution #**FY2020-147** due to the fact that no bids were received and items were rejected; and

WHEREAS, no-bids were received for the following items: #1 thru #11, #25, #82, #120 thru #122, ##143, #154 thru #161, #163 thru #168, #203, #208, #216, #217, #220, #222, #223, #252, #267 thru #268, #271 thru #286, #292, #296 thru #298, #300 thru #303, #305 thru #309, #320 thru #223, #355, #358 and #363 thru #384. The following items will not be awarded as the department has determined they are no longer required at this time due to COVID-19 and online instruction: Items #1 thru #11, #25, #82 #120 thru #122, #127, #143, #154 thru #161, #163 thru #168, #203, #208, #216, #217, #220, #222, #223, #252, #267 thru #269, 271-286, #292, #296 thru #298, #300 thru #318, #320 thru #323, #356 thru #358 and #363 thru #384; and

WHEREAS, it is the recommendation of Joan Ulrich, Lab Technician Veterinary Technology; Peggy Dorsey, Director of Veterinary Technology; Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to award a contract for the individual items identified on the attached Individual Itemized Award Listing set forth below as the respectively lowest responsible bidders; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #112400-62206 and is contingent upon final State of New Jersey Carl D. Perkins FY2021 grant funding approval in account #516656-62206.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned negotiated contracts #**FY21ITB-16** for **Veterinary Technology Supplies, Equipment and Service FY2020** be and is hereby AWARDED to those respectively identified on the attached Individual Itemized Award Listing as follows and below :

- 1) **Midwest Veterinary Supply, Inc.**; and
- 2) **Miller Veterinary Holdings, LLC**; and
- 3) **Carolina Biological, Inc. (FY21NG-18 Vendor of Choice)**; and
- 4) **Covertus (FY21NG-18 Vendor of Choice)**; and
- 5) **Henry Schein, Inc. (FY21NG-18 Vendor of Choice)**; and
- 6) **Thomas Scientific (FY21NG-18 Vendor of Choice)**; and
- 7) **W.F. Fisher & Sons (FY21NG-18 Vendor of Choice)**

for these contracts **on an as-needed basis** in the **anticipated amount of \$15,000.00** with terms commencing on **October 7, 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 where appropriate any other necessary further terms of contract and execute all such

October 6, 2020

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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 the contract to **Midwest Veterinary Supply, Inc., Miller Veterinary Holdings, LLC, Carolina Biological, Inc., Covertus, Henry Schein, Inc., Thomas Scientific and W.F. Fisher & Son** in the anticipated amount of **\$15,000.00** for Veterinary Technology supplies, equipment and services on an as-needed basis during the period of **October 7, 2020** through **June 30, 2021** pursuant to N.J.S.A. 18A: 64A-25.5(c) for items rejected or received no bids twice. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

This resolution requires a two-thirds affirmative vote of the authorized membership of the Board for the award as to any Vendors other than Midwest & Miller.

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Bid Responses
for
Veterinary Technology Supplies, Equipment and Service FY2021
(Bid #FY21ITB-16)

Bidders	Total Bid Items	Total Bid
Midwest Veterinary Supply Lakeville, MN	111 Items	\$4,828.51
Miller Veterinary Supply-East Fairview, NJ	160 Items	\$8,976.87

Individual Itemized Rejection Listing
for
Veterinary Technology Supplies, Equipment and Service FY2021
(Bid #FY21ITB-16)

- 1) **Midwest Veterinary Supply & Miller Veterinary Supply- East for Items:**
#1 –the manufacturer has discontinued the product; and
#13 thru #24 – are rejected due to budgetary constraints; and
#25 – the substitute product does not fit current dental machine; and
#356 thru #357 were duplicate items on the bid

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Individual Itemized Award Listing
For
Veterinary Technology Supplies, Equipment and Service FY2021
(Bid #FY21ITB-16)

Awarded:

Midwest Veterinary Supply, Inc. For Items:

#12 thru #24, #26, #27, #28, #32 thru #35, #38, #41 thru #43, #49, #53, #55, #58 thru #60, #65, #72 thru #77, #80, #83 thru #90, #92, #93, #96, #97, #100, #101, #105, #114, #115, #117, #123 thru #126, #129, #131, #132, #135 thru #142, #145, #147, #162, #170, #172, #174 thru #176, #178, #180, #184, #187, #188, #193, #196, #198, #207, #214 thru #216, #224 thru #227, #230, #233, #234, #245, #248, #251, #253 thru #256, #287, #319, #359 thru #362; and

Miller Veterinary Holdings, LLC. For Items:

#29 thru #31, #36, #37, #39, #40, #44 thru #48, #50 thru #52, #54, #56, #57, #61 thru #64, #66 thru #71, #78, #79, #81, #91, #94, #95, #98, #99, #102 thru #104, #106 thru #112, #116, #118, #119, #128, #133, #134, #144, #146, #148 thru #153, #169, #171, #173, #177, #179, #181 thru #183, #185, #186, #189 thru #192, #194, #195, #197, 199 thru #206, #209 thru #213, #218, #219, #221, #242 thru #247, #249, #250, #257 thru #266, #270, #272, #288, #289 thru #291, #293 thru #296, #299, #324 and #325 thru #354; and

Departmental Vendors of Choice for Items:

Carolina Biological, Inc. for Items:

#120 thru #122; and

Covertus for Items:

#82 and #355; and

Henry Schein, Inc. for Item:

#25; and

Thomas Scientific for Item:

#130; and

W.F. Fisher & Son for Items:

#2 thru #11.

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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

Kathleen Polimeni Associate Professor
Nursing
Effective October 12, 2020

Reassignments/Transfers

Clarissa Coffay From Temporary part-time Student Advisor-EOF
To Student Advisor
Educational Opportunity Fund
Effective October 12, 2020

Jeannette Collins From Director of Curricula
To Executive Director
New Jersey Child Assault Prevention
Effective September 1, 2020

Anne Daly Eimer From Executive Dean/Title IX Coordinator, Acting
To Executive Dean/Title IX Coordinator
Student Affairs
Effective October 12, 2020

Jennifer Hicken From Administrative Assistant to the Executive Dean, Acting
To Administrative Assistant to the Executive Dean
Student Affairs
Effective October 12, 2020

Debra Schultz From Regional Supervisor
To Project Manager I
New Jersey Child Assault Prevention
Effective September 1, 2020

Kaitlynn Shawaryn From Director of University Center and Transfer Services, Acting
To Director of University Center and Transfer Services
Student Affairs
Effective October 12, 2020

Nicholas Tropiano From Temporary part-time Help Desk Representative
To Full-time Help Desk Representative Tier 2, Acting
Office of Information Technology
Effective October 12, 2020

RESOLUTION NO. FY2021-69-1

Salary Changes

Angela Hanratty Statewide Fiscal Supervisor
New Jersey Child Assault Prevention
Effective September 1, 2020

Lillian Toledo Office Manager
New Jersey Child Assault Prevention
Effective September 1, 2020

Separations

Nancy Hixon B Secretary/Communications Officer
Public Safety
Effective January 31, 2021

Wayne Hires, III Community Service Officer
Public Safety
Effective October 5, 2020

Sravasti Roy Library Associate
Library Services
Effective September 25, 2020

Leaves

Michael Donahue Associate Professor
Academic Affairs
Effective September 1, 2020 – December 31, 2020

Patrick Marion Maintenance/Electrician
Facilities
Effective August 7, 2020 – August 6, 2021

Daniel McMasters Director
Testing
Effective September 14, 2020 – December 7, 2020

Joseph Porreca B Secretary
Student Systems Records
Effective August 21, 2020 – September 14, 2020

Carol Rosarto Student Advisor
Educational Opportunity Fund
Effective July 1, 2020 – December 31, 2020

Stanley Solinski Public Safety Officer
Public Safety
Effective September 28, 2020 – December 21, 2020

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Todd Bender IT Technician
Office of Information Technology
Effective September 8, 2020 – December 1, 2020

Government Services Division

Reassignments/Transfers

Jeffrey Cipriano From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective October 12, 2020

Clarence Rothmaller From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective October 12, 2020

Separations

Kyle Haldeman Campus Safety Officer - EMT
Public Safety
Effective August 21, 2020

Denise Palmer Campus Safety Officer
Public Safety
Effective September 10, 2020

India Harris Campus Safety Officer
Public Safety
Effective September 27, 2020

Leave

Stephen Bryant Campus Safety Officer
Public Safety
Effective September 28, 2020 – November 6, 2020

Credentials Summary

Kathleen Polimeni	<p>MSN, Walden University BSN, Excelsior College ADN, Helene Fuld School of Nursing</p> <p>Ms. Polimeni previously worked as a Professional Development Specialist for Penn Medicine at Home/Penn Home Infusion Therapy. She also worked as an Assistant Professor of Nursing at Salem Community College.</p>
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