

John T. Hanson, Chair, called the **September 3, 2019** regular meeting of the Board of Trustees of Camden County College to order at **7:00 PM** in the Board Room in the Otto R. Mauke Community Center, Blackwood Campus, Blackwood, New Jersey.

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 8, 2018. A copy had also been filed with the Clerk of the County of Camden.

Board Members Present: Mavis Amegah-Dorr, 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 Ward, and Brett Wiltsey.

Board Members Absent: Annette Castiglione.

Also Present: Donald A. Borden, President; Karl McConnell, General Counsel; and Leeann Rinaldi, Administrative Assistant to the President.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning; James Canonica, Executive Dean of Enrollment and Student Services; David Edwards, Executive Vice President for Academic and Student Affairs; Jacqueline Galbiati, Vice President for Institutional Effectiveness, Advancement and Strategic Initiatives; Walt George, Director of User Services; Kathleen Kane, Executive Director of Human Resources; Maris Kukainis, Executive Director of Financial Administrative Services; Lewis Levinson, IT Technician; Jack Pesda, Professor of History and Political Science; Jack Post, Chief Information Officer; John Schuck, Chief, Public Safety; Ron Tomasello, Director of Communications; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Oath of Office

Mr. McConnell administered the Oath of Office to Judith J. Ward who was appointed to the Board by the Camden County Board of Freeholders to a term that will expire on October 31, 2022.

Minutes of Meeting

Motion made by Ms. Troxell and seconded by Ms. Ward to accept the minutes of the June 7, 2019 regular meeting as presented. **Motion** carried unanimously.

Public Comment

Dr. Pesda provided an update to the Board on activities of The Center and noted that program offerings have been expanded to be held at various locations across the County in an effort to serve more residents. Mr. Hanson suggested that Dr. Pesda explore the possibility of offering programs in close proximity to the PATCO stops throughout the County to benefit those that utilize PATCO as their method of transportation.

President's Report

President Borden presented his monthly report as follows:

- Mavis Amegah-Dorr graduated from Camden County College in May 2019. Throughout her stay at the College, she was an active member of the student community. She was a member of Phi Theta Kappa honor society, served as the chapter's VP of fellowship, the vice president and president of the Women Empowered Club, and was an active member of the Addictions Counseling club, the World Cultures Club, and the Diversity Council. Ms. Amegah-Dorr was a member of the honors program, made the President's list twice, and made the 2019 New Jersey All-State Academic Team. She participated in various volunteer work activities including the Child Placement Review Board of the Camden County Court House to help review the cases of children placed outside their homes by the New Jersey Division of Child Protection and Permanency (DCP&P) and AmeriCorps as a Summer VISTA Associate with the CFS Head Start Program in Camden, New Jersey. Ms. Amegah-Dorr is currently working toward her bachelor's degree in Global Studies and Political Science at Rutgers University.
- The Gateway to College program at CCC received its fourth consecutive national Program Excellence Award at the 2019 Director's Convening of the Gateway to College National Network, held in New Haven Connecticut. The CCC Gateway program enjoys the distinction as the only program in the nation to have received this award each year since the national benchmarks were established. Earlier this year, the Camden Gateway to College program held its largest graduation ceremony, with some 73 students receiving their diplomas in the Class of 2019.
- Our recent Dental Hygiene graduates had a 100% pass rate on their clinical board exams. All twenty of the full-time Dental Assisting graduates that took the Certified Dental Assisting Boards have passed. Graduates received the designation of Registered Dental Assistant (RDA) in New Jersey and are gainfully employed working in Camden, Burlington, Cumberland and Atlantic Counties.
- Kira Campagna has been selected as a 2019 Coca-Cola Leaders of Promise Scholar and will receive a \$1,000 scholarship. The Leaders of Promise Scholarship, sponsored by the Coca-Cola Scholars Foundation, assists new Phi Theta Kappa honor society members in obtaining an associate degree and encourages participation in college programs. Kira was selected by a panel of independent judges from nearly 900 applicants. Coca-Cola Leaders of Promise Scholars are selected based on outstanding academic achievement and demonstrated leadership potential.
- Veterinary Technology students visited the Philadelphia Zoo for a "behind the scenes" visit of their animal care facility. Students were able to observe and interact with the veterinary staff on a medical procedure involving a Western Diamondback Rattlesnake that acquired a wound while in exhibit. It was a unique experience to be a part of the process in caring for animals in captivity.

- Dawn Conley was selected as one of forty dental hygiene educators from across the country and Canada to attend the Inspire the Future Summit for Dental Hygiene Educators held in June in Maryland. Dawn was able to network and share strategies to improve student learning outcomes.
- Camden County College's Strategic Planning directions were presented during the Opening Day Convocation held on August 29. Round table discussions with students, faculty and staff have been planned. Community members have been invited to Town Hall meetings at the Camden Campus on October 23 in the CTC Conference Center, and the Blackwood Campus on November 14 in Roosevelt Hall 102. Both sessions begin at 9 a.m.
- The Cultural and Heritage Commission at CCC held an artist's reception and awards ceremony for the annual Senior Citizens Juried Art Contest and Exhibition on August 7. This year, 55 artists aged 60 and over submitted entries. Professional and non-professional first-place winners in each category will go on to compete at the state level. The gallery at the William G. Rohrer Center is open Tuesday and Thursday from 10 a.m. to 5 p.m. and on Wednesday from 2 p.m. to 7 p.m. through September 12.
- The College was honored to host U.S. Congressman Donald Norcross's roundtable discussion with South Jersey higher education leaders and students at the Rohrer Center on August 23. The discussion, which focused on affordability, accessibility and workforce training, precedes Congressional action to reauthorize the Higher Education Act this fall and winter.
- The Camden City Action Team convened on August 21. College administrators, government officials, business representatives and community leaders met to discuss the growing impact the Camden Campus can have in the city.
- Our Recruitment Office and our EOF Office attended Gloucester Township Day in June. Recruiters also visited four county libraries over the summer and a table was set-up at UPS in Lawnside to meet with prospective students interested in attending CCC through the Earn and Learn Program.
- The College and Stockton University signed a Transfer Pathways agreement in July. This agreement will help students make a smooth transition from CCC to Stockton's bachelor's degree programs.
- New student orientation for the fall semester was held on the Blackwood Campus on August 21, at the Rohrer Center on August 27 and on the Camden Campus on August 28.
- Fairleigh Dickinson University, Neumann University and Stockton University all held college table visits during the month of July.

- Rutgers Camden and Rutgers Camden at Blackwood hosted an Instant Decision Day on July 24. Sixteen students participated in this event.
- Our Recruitment office teamed up with Verizon in Moorestown to promote academic and trade programs at their Benefits Fair in August. Verizon employees are eligible for tuition reimbursement.
- Twenty-five middle school students from the Lawnside Summer Camp visited the Blackwood campus in June. Following a presentation, students visited the manufacturing floor and made key chains. They visited the surgical technology department and learned the proper way to put on protective wear before going into surgery.
- Urban Promise visited the Blackwood campus with fifteen high school students in July. Students received an admissions presentation, EOF information and toured the campus.
- Winslow Township Summer Campers visited the Blackwood campus in August. One hundred fifty students received an admissions presentation, played a CCC trivia game and toured the campus. The visit concluded with a show provided by Mainstage.
- The 21st Century Summer Program was held on the Blackwood Campus. Thirty-two students attended the four-week program. In addition to weekly activities, they took field trips to various museums.
- 21st Century students participated in a special, three-week pilot project from Siemens. The students were trained on the Solid Edge CAD software. Students become adept at using the software to create 3D designs and began the process of learning to use CAD software to prepare for careers in engineering, graphic design and manufacturing.
- On August 28, the Foundation hosted over 50 scholarship recipients, primarily incoming high school graduates, at a luncheon to meet college staff and scholarship donors. The scholarship recipients included recipients of the William G. Rohrer Scholarship for High School Students, the William G. Rohrer Transfer Scholarship (for CCC graduates), the Kathleen Brelsford Scholarship for Dental Assisting and the recently established President's Most Improved Scholarship for High School Students. The President's Most Improved Scholarship provides a scholarship to a high school graduate from every Camden County high school, through funding from the Otto & Leah Mauke Educational Foundation.
- Over 100 students have tried-out for fall sports teams. The Athletic Department received a \$1,500 donation from The Basketball Development Group/South Jersey Jazz Basketball Club. Women's Soccer and Cross Country began their preseason on August 1st, Men's Soccer on August 5th and Women's Tennis on August 6th.

- U.S. Representative Donald Norcross will host the 4th annual South Jersey Constituent Services Fair in the Connector Building of the College's Blackwood Campus on September 5, from 10:00 am to 4:00 pm. Federal, state and county agencies will be represented.
- The annual Welcome Back BBQ's will be held from 11:00 – 2:00 PM as follows: Camden – September 19; Blackwood – September 25; and Cherry Hill – September 26.
- The Joint Health Sciences Center's grand opening ceremony will take place on October 15. The 100,000 square-foot, four-story building will be used by Camden County College, Rowan University, Rutgers University–Camden and Cooper Medical School of Rowan University (CMSRU) for research, education and training. This is also the home of our unique Alzheimer's Journey Coordinator program.

Mr. Borden reported that fall enrollment numbers are up slightly over last year and that summer enrollment had also increased from last year. Mr. Hanson commented that he was pleased to hear this and he extended appreciation to Mr. Borden for making his vision for the College of being more accessible and student-friendly a reality as indicated by the increased numbers. Mr. Hanson further extended appreciation to the executive staff for their contributions in this regard.

Grants, Contracts & Gifts

Mr. Wiltsey presented the following resolutions that were recommended for approval by the Business Affairs, Audit, and Campus Development Committee:

Resolution #18 – authorizing the College to apply for a Workforce Innovation and Opportunity Act of 2014, Title II – Adult Education and Family Literacy continuation grant – the “Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education” grant for a total of \$920,393 in year three of three that shall commence July 1, 2019 and end June 30, 2020.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2020-18 (see attachment **4902A**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #19 – authorizing the College to approve the acceptance of the County History Partnership Program funding from the New Jersey Historical Commission in the amount of \$15,426 for FY20.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-19 (see attachment **4902B**). **Motion** carried unanimously.

Resolution #20 – authorizing the College to approve the acceptance of the Local Arts Program funding from the New Jersey State Council on the Arts for the Camden County Cultural and Heritage Commission at CCC in the amount of \$53,759 for FY20.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-20 (see attachment **4902C**). **Motion** carried unanimously.

Academic & Student Affairs Committee

Ms. Croll presented a report from the Academic and Student Affairs Committee with one action item.

Resolution #21 – Ms. Croll stated that this resolution authorizes the title of “Faculty Emeritus” be conferred upon Dr. William Curtis, Professor in the Psychology Department who retired on June 30, 2019 after fifty years of service to the College.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2020-21 (see attachment **4902D**). **Motion** carried unanimously.

Resolution #22 – Ms. Croll stated that this resolution authorizes the recommended faculty promotions as follows:

- **Susan Choi** **Assistant Professor I to Associate Professor**
- **Karen Hamburg** **Assistant Professor II to Assistant Professor I**
- **Lisa Zappetti** **Assistant Professor II to Assistant Professor I**

Motion made by Mr. Hanson and seconded by Mr. Wiltsey approving Resolution FY2020-22 (see attachment **4902E**). **Motion** carried unanimously.

Community College Opportunity Grant Update – Ms. Croll said that Anne Daly reviewed the progress made in the Community College Opportunity Grant (CCOG) program in the spring 2019 semester. Ms. Daly further discussed the changes made by the State of New Jersey for the next academic year and detailed the College’s plans to recruit more students this year.

This was an information item and no action was necessary.

Business Affairs, Audit & Campus Development Committee

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

Resolution #23 – Mr. Wiltsey stated that this resolution authorizes the renewal of an agreement with Rutgers University – Camden to lease up to 50 parking spaces in the College’s Camden Parking Garage for a term of July 1, 2019 to June 30, 2020 for a minimum payment of \$69,600.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2020-23 (see attachment **4902F**). **Motion** carried unanimously.

Resolution #24 – Mr. Wiltsey stated that this resolution awards a non-profit contract 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 subject to the final approval by the State of New Jersey Department of Education, Adult Education Division, commencing on January 1, 2020 through December 31, 2020.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-24 (see attachment **4902G**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #25 – Mr. Wiltsey stated that this resolution authorizes the acceptance of six 2008T dialysis machines from Fresenius Medical Care for the benefit of the Dialysis Technician Training Program offered through the Career and Technical Institute of CCC.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2020-25 (see attachment **4902H**). **Motion** carried unanimously.

Bid/Contract Recommendations

Mr. Wiltsey presented the bid and contract recommendations contained in the packet which consisted of **Resolution #'s FY2020-26 through 40**.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s FY2020-26 through 40 (see attachment **4902I**). **Motion** carried unanimously.

Personnel

Mr. Borden presented **Resolution FY2020-41**- Personnel Actions, dated September 3, 2019.

Motion made by Mr. Hanson and seconded by Mr. Wiltsey approving Resolution FY2020-41 (see attachment **4902J**). **Motion** carried unanimously.

Old Business

Resolution #42 – Mr. Hanson stated that at the June 7, 2019 meeting, the executive committee was granted authority to act on behalf of the Board during the summer months, and that the Committee had authorized several resolutions in June, July, and August which were now being brought to the full Board for ratification via this resolution.

Motion made by Mr. Wiltsey and seconded by Dr. Mirmanesh approving Resolution FY2020-42 (see attachment **4902K**). **Motion** carried unanimously.

New Business

Mr. Kukainis informed the Board of the need for a special Board meeting to consider action on a bid, which has already been rejected twice, for Lincoln Hall renovations. Mr. Kukainis explained that the third bid opening is scheduled for the afternoon of September 4 and in order to remain on target with the

project completion date of October 2020, it is recommended that a special meeting be conducted to take action on this bid rather than waiting until the next scheduled regular meeting on October 2.

Executive Session - **Motion** made by Mr. Wiltsey and seconded by Dr. Pugh-Bassett to go into executive session for the purpose of discussion on contract negotiations (see attachment **4902L**). **Motion** carried unanimously.

Mr. Hanson noted that the Board would return to open session at the conclusion of the executive session, and would potentially be voting on a matter discussed in executive session

The executive session began at 7:35 PM.

Mr. Hanson reconvened the regular meeting at 8:00 PM.

Resolution #43 – Mr. McConnell asked for the Board’s Resolution of approval of the Memorandum of Agreement as executed by the Board’s representatives and the IUE-CWA and which that union ratified for a successor 5-year collective negotiations agreement from July 1, 2018 to June 30, 2023.

Motion made by Mr. Hanson and seconded by Mr. Wiltsey approving Resolution FY2020-43 (see attachment **4902M**). **Motion** carried unanimously.

Adjournment

Motion to adjourn the meeting made by Ms. Ward and seconded by Ms. Troxell. **Motion** carried unanimously. The meeting adjourned at 8:03 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2020-18

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO APPLY FOR THE
“WORKFORCE INNOVATION AND OPPORTUNITY ACT OF 2014, TITLE II – ADULT
EDUCATION AND FAMILY LITERACY CONTINUATION GRANT**

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College and sub-section (l) of the statute authorizes the Trustees to accept funds for the College; and

WHEREAS, Camden County College wants to apply for a Workforce Innovation and Opportunity Act of 2014, Title II – Adult Education and Family Literacy continuation grant administered by the New Jersey Department of Labor and Workforce Development, namely:

“The Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education” grant for a total of \$920,393 in year three of three, that shall commence July 1, 2019 and end June 30, 2020; and

WHEREAS, the goal of the Consolidated ABS/IELCE Grant is to: assist adults in becoming literate and acquire the knowledge and skills necessary in order to obtain/retain employment and become self-sufficient; to support adults with a desire to complete a secondary school education or industry-valued credentials; and to assist adults who are parents to obtain the skills necessary to become partners in the education of their children; and

WHEREAS, Camden County College, as the lead agency for the Consolidated ABS/IELCE Grant Program, in partnership with Camden City Public Schools, the Housing Authority of the City of Camden, Literacy Volunteers of America/ Camden County, and the Hispanic Family Center of Southern New Jersey, will serve at least 896 Camden County residents; and

WHEREAS, Board approval to make the application is recommended by Margo Venable, Executive Dean, Division of School, Community, and Workforce Training Programs;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby authorizes the College staff to apply for a Workforce Innovation and Opportunity Act of 2014, Title II – Adult Education and Family Literacy continuation grant administered by the New Jersey Department of Labor and Workforce Development for FY 2020 in the amount of \$920,393 in year three of three; and

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

SUMMARY STATEMENT

This resolution authorizes Camden County College to apply for a Workforce Innovation and Opportunity Act of 2014, Title II – Adult Education and Family Literacy continuation grant – the “Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education” grant -- for a total of \$920,393 in year three of three, that shall commence July 1, 2019 and end June 30, 2020.

September 3, 2019

RESOLUTION NO. FY2020-19

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT
THE FY20 COUNTY HISTORY PARTNERSHIP PROGRAM GRANT FROM
THE NEW JERSEY HISTORICAL COMMISSION**

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

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

WHEREAS, the College has received notice to accept funding from the New Jersey Historical Commission in the amount of \$15,426 for FY20; and

WHEREAS, the Camden County Cultural and Heritage Commission at Camden County College has been designated the re-grant partner for the State's County History Partnership Program to re-grant funds to local history organizations and projects; and

WHEREAS, Board acceptance is recommended by Dr. Jacqueline Galbiati, Vice President for Institutional Effectiveness, Advancement and Strategic Initiatives;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves the acceptance of the County History Partnership Program funding in the amount of \$15,426 for FY20; and

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

SUMMARY STATEMENT

This resolution authorizes Camden County College to approve the acceptance of the County History Partnership Program funding from the New Jersey Historical Commission in the amount of \$15,426 for FY20.

September 3, 2019

RESOLUTION NO. FY2020-20

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT
THE FY20 LOCAL ARTS FUNDING FOR THE CAMDEN COUNTY
CULTURAL AND HERITAGE COMMISSION AT CAMDEN COUNTY
COLLEGE**

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

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

WHEREAS, the College has received notice to accept funding from the New Jersey State Council on the Arts in the amount of \$53,759 for FY20; and

WHEREAS, the Camden County Cultural and Heritage Commission at Camden County College is the designated County Arts Agency and receives funding from the Local Arts Program of the New Jersey State Council on the Arts to re-grant to local arts organizations and projects and to provide services to aid in arts development; and

WHEREAS, Board acceptance is recommended by Dr. Jacqueline Galbiati, Vice President for Institutional Effectiveness, Advancement and Strategic Initiatives; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves the acceptance of the Local Arts Program funding in the amount of \$53,759 for FY20; and

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

SUMMARY STATEMENT

This resolution authorizes Camden County College to approve the acceptance of the Local Arts Program funding from the New Jersey State Council on the Arts for the Camden County Cultural and Heritage Commission at Camden County College in the amount of \$53,759 for FY20.

September 3, 2019

RESOLUTION CONFERRING THE TITLE OF FACULTY EMERITUS

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 retired faculty members for the title of “Faculty Emeritus,” in recognition of meritorious teaching service to the College, concurrent with an offer to teach or to conduct an administrative assignment; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), the Camden County College Board of Trustees is authorized to confer the title “Faculty Emeritus” status upon the recommendation of the President of the College; and

WHEREAS, Dr. William Curtis, Professor in the Psychology Department, retired on June 30, 2019, after fifty years of service; and

WHEREAS, Dr. William Curtis was a well-respected colleague and held in highest regard by his peers and Psychology students; and

WHEREAS, the President of the College recommends that the title “Faculty emeritus” be conferred upon the following named faculty:

Dr. William Curtis

and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby undertakes the following personnel action:

The title of “Faculty Emeritus” shall be conferred upon the following named faculty:

Dr. William Curtis

SUMMARY STATEMENT

This resolution authorizes the title of “Faculty Emeritus” be conferred upon Dr. William Curtis.

RESOLUTION AUTHORIZING FACULTY PROMOTIONS

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

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

WHEREAS, faculty members can apply for promotions in academic rank according to the process described in Article XIII and qualifications outlined in Article XV of the collective bargaining agreement; and

WHEREAS, a Professional Standards Committee, comprised of tenured faculty, reviews each applicant's promotion packet and makes a recommendation to the Vice President for Academic Affairs, who reviews the promotion packets, consults with the Deans and reviews all recommendations with the President, who recommends promotions to the Board of Trustees for approval; and

WHEREAS, faculty members who are promoted receive an increase of 5% in their base faculty salary and the Board of Trustees has determined that it is in the best interests of Camden County College to take the personnel actions so recommended; and

WHEREAS, the President has recommended the following faculty for promotion:

Susan Choi

Assistant I to Associate

Karen Hamburg

Assistant II to Assistant I

Lisa Zappetti

Assistant II to Assistant I

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

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

SUMMARY STATEMENT

This resolution authorizes the recommended faculty promotions.

FY20 Faculty Promotion Recommendations

Liberal Arts and Professional Studies Division

Karen Hamburg (Speech)

Assistant Professor II ~ Assistant Professor I

Karen Hamburg was hired in January 2003 as an Assistant Professor II in the Speech Department. She holds a Bachelor of Science degree in Photography from the Rochester Institute of Technology, a Master's degree in Rhetoric and Communication and has completed eighteen credits beyond her Master's degree. Prof. Hamburg teaches within the Speech discipline and has taken many courses to help her meet the needs of adult students as they attempt to master the art of public speaking, specifically the theory, application and methods relevant to instruction for the non-traditional student. She has served on the Academic Policies Committee, Faculty Council and the Diversity Task Force. She is currently exploring ways to help improve the "S" drive. Prof. Hamburg presented a paper at the 22nd International Conference of College Teaching & Learning and received a grant to attend the Lily Conference in 2018. She serves as the editor for the custom-created Public Speaking textbook used by the department. Prof. Hamburg regularly teaches Interpersonal Communications for Rutgers Pre-Nursing students on our campus.

Lisa Zappetti (Early Childhood)

Assistant Professor II ~ Assistant Professor I

Lisa Zappetti was hired in September 2011 as an Assistant Professor II in the Education department. She holds a Bachelor of Science in Business from Rutgers University, a Master's degree in Education from the University of Pennsylvania and recently received her Ed.D. in Educational Leadership and Policy Studies from George Washington University. Dr. Zappetti developed and implemented the Early Childhood Education (EED.AA) program and the Preschool Teacher Education ((PTE.AAS) program, crafted new courses and created a completely online version of the Early Childhood Education program. She has served on the Curriculum Committee, Academic Policies Committee, the Diversity Committee, the Guided Pathways Task Force and the Learning Management System Task Force. In the classroom Dr. Zappetti engages in active-learning pedagogical approaches such as group work and student presentations. Dr. Zappetti writes welcome letters to all newly-admitted ECE students, holds advising meetings and organizes an Early Childhood Education Orientation Day during the summer to help students register for classes. She is committed to our Guided Pathways program and spends many hours working with local high schools to ensure their Dual Credit offerings meet our rigorous standards.

Math, Science & Health Careers Division

Susan Choi (Chemistry)

Assistant Professor I ~ Associate Professor

Susan Choi was hired as an Assistant Professor II in the Chemistry department in January 2004 and was promoted to Assistant Professor I in 2009. She holds a Bachelor of Science

degree in Chemistry from North Carolina State University and a Ph.D. in Chemistry from Penn State University. Dr. Choi is a well-respected member of the Chemistry department and has been asked to represent the College on statewide committees. She has been an invited speaker at college and community events and has been quoted in *New Scientist*, a highly-regarded magazine. Dr. Choi has volunteered her time to mentor and advise students on many occasions. She has presented workshops designed to assist students find a position after they graduate and has co-hosted a National Science Foundation seminar. She has been very active in campus and academic activities. She has been a member of the Middle States Steering Committee, the Professional Standards Committee, Faculty Council and the Curriculum Committee. Dr. Choi regularly volunteers to judge the Coriell Science Fair, the Ann Mullen Middle School Science Fair and the Black Horse Pike Regional STEAM Academy Project competition. Dr. Choi's excellent student/peer evaluations reflect her effectiveness in the classroom.

RESOLUTION NO. FY2020-23

**RESOLUTION AUTHORIZING AGREEMENT WITH RUTGERS UNIVERSITY-
CAMDEN FOR LEASE OF PARKING GARAGE SPACES**

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to enter into agreements consistent with the mission of the College; and NJSA 18a:64A-25.10 authorizes the Board of Trustees and the County College to enter into agreements with other institutions of higher education, and the College seeks to renew an agreement with Rutgers University-Camden to lease up to 50 parking spaces for one year at the College's Camden garage; and

WHEREAS, Rutgers University-Camden needs to provide parking spaces for use by its staff and event guests; and

WHEREAS, the agreement is for a one year term commencing July 1, 2019 through June 30, 2020 for a minimum of \$69,600 per year; and

WHEREAS, the financial terms represent an increase in monthly rate from \$90/month to \$116/month while decreasing the number of requested parking spaces from 100 to 50 spaces; and

WHEREAS, Maris Kukainis, Executive Director of Financial Administrative Services, recommends the renewal of the agreement;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College is authorized to enter into a renewal of such an aforementioned agreement with Rutgers University-Camden.

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 renewal of an agreement with Rutgers University-Camden to lease up to 50 parking spaces for one year in the College's Camden garage commencing July 1, 2019 through June 30, 2020 for a minimum payment of \$69,600.

September 3, 2019

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 County College Contracts Act at N.J.S.A.18A:64A-25.3 thru 25.5 requires that this contract be awarded by resolution of the Board of Trustees at a public meeting; and

WHEREAS, the College has been a test site for GED testing since 2008 and has administered approximately 750-900 candidates for GED testing annually from 2008-2013. Since 2016, the College used Educational Testing Service (ETS) as the test vendor. The College would like to continue using them for the calendar 2020 year, subject to the final 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 Department of Education authorized vendors for the New Jersey State Issued High School Diploma Programs; and ETS was selected as the test delivery with the terms that best meet the needs of the College to administer this test to GED candidates at this time; and

WHEREAS, it is the recommendation of Daniel McMasters, Director of Testing, Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to recommend the award of a non-profit contract (#FY20NP-01) to Educational Testing Service (ETS); and

WHEREAS, it is the recommendation of Vice-President for Academic and Student Affairs, Dr. David Edwards, that the College, under a separate contract continue to procure surveys, reporting services and instructor's guides for various departments on an as-needed basis through ETS; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funds are available in account #137170-46513 and in various College departmental accounts on an as-needed basis for FY2020; which 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, 2020 through December 31, 2020**; and

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

SUMMARY STATEMENT

This resolution awards a non-profit contract to Educational Testing Service (ETS) to provide the College with HiSET GED testing from on or about January 1, 2020 to December 31, 2020 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 AUTHORIZING ACCEPTANCE OF DONATION AND USE OF
REFERENCED DIALYSIS MACHINES**

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 Career and Technical Institute of Camden County College (“CTI of CCC”) began offering the Dialysis Technician Training Program in accordance with the Camden County Transformation Initiative established in 2011 that gives CCC oversight of the Adult Programs offered at Camden County Technical School (“CCTS”).

WHEREAS, Fresenius Medical Care has provided the CTI of CCC Dialysis Training Program with the possession and use according to the terms of that program with six (6) dialysis machines for use solely as a training tool; and

WHEREAS, the College is authorized to take ownership of six (6) 2008T dialysis machines, consisting of the following identification numbers:

1T0S-105254
1T0S-105335
1T0S-105372
1T0S-105373
1T0S-105381
1T0S-105393; and

WHEREAS, Executive Dean, Margo Venable recommends acceptance of this donation for the benefit of the Dialysis Technician Training Program; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves accepting the donation of the aforementioned dialysis machines; 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 the six (6) 2008T dialysis machines for the benefit of the Dialysis Technician Training Program offered through the Career and Technical Institute of Camden County College.

RESOLUTION NO. FY2020-26

**RESOLUTION REJECTING BID AFTER PUBLIC BID FOR INFORMATION
TECHNOLOGY SERVICE MANAGEMENT AND AUTHORIZING RE-
ADVERTISEMENT WITH A MODIFICATION TO THE BID SPECIFICATIONS**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bid for **Information Technology (IT) Service Management**, Bid #FY20ITB-04, was received; and

WHEREAS, the bid submission from Sigma Software, LLC, Dallas, TX, is rejected for not bidding on the required term of contract.; Freshworks, San Mateo, CA is rejected as an insufficient bid response due to Exhibit E not being completed; Summit Software, Inc., Los Altos, CA, is rejected as an insufficient bid response due to Exhibit S not being signed; Team Dynamics Solutions, LLC, Columbus, OH, is rejected as they took exception to the standard indemnification in the front end boiler issued by the College; and Vertosoft, Leesburg, VA and BOSS Solutions, Peachtree Corners, GA are rejected due to budgetary constraints and; and

WHEREAS, it is the recommendation of Walt George, Director of User Services, Jack Post, Chief Information Officer; Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services to reject the bidders as stated herein and to re-advertise the bid after a modification to the specifications; and

BE IT THEREFORE RESOLVED, that the bids are rejected as set forth above and the Manager of Purchasing, Acting is authorized to re-advertise the bid with modifications to the specifications.

SUMMARY STATEMENT

This resolution rejects the bid submissions for Information Technology (IT) Service Management and further authorizes the Manager of Purchasing, Acting, to re-advertise the bid with a modification to the specifications. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-27

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
MEDICAL AND OVERCLASSIFIED WASTE REMOVAL 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 publicly advertised bids for **Medical and Overclassified Waste Removal Services**, Bid #FY20ITB-06, was received and is attached below under “Bid Response”; and

WHEREAS, it is the recommendation of Kay Byrd, Director of Events & Facilities Services, Melissa Manera, Manager of Purchasing, Acting, and Maris Kukainis, Executive Director of Financial Administrative Services to therefore recommend that the Board of Trustees award a contract as identified on the attached Bid Response as set forth therein as being respectively the lowest responsible bidder; and

WHEREAS, the Executive Director for Finance and Planning has certified that funding is available in accounts #164685-65506 and #164695-65506 for Year 1. Funding for Years 2 and 3 are contingent upon the availability of funding; and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and are either subject to availability and appropriation of sufficient funds to meet the extended obligation or contains at least an appropriate annual cancellation clause.

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-06 for Medical and Overclassified Medical Waste Removal Services** be and is hereby **AWARDED** to **AdvoWaste Medical Services, LLC** for an anticipated contract amount of **\$40,000.00** with terms commencing on **September 4, 2019** through **July 31, 2022**, which three-year duration of contract term is pursuant to N.J.S.A. 18A:64A-25.28(c); 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 the respectively listed bidder as identified in the “Therefore” clause above. These medical and overclassified waste removal services are required on an as-needed basis during the period of **September 4, 2019** through **July 31, 2022** pursuant to NJSA 18A:64A-25.28(c) and N.J.S.A. 18A:64A-25.28(q). To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

September 3, 2019

Bid Responses
for
Medical and Overclassified Waste Removal Services
(Bid #FY20ITB-06)

AdvoWaste Medical Services, LLC
Lakewood, NJ

Estimated Pickup Schedule	Qty	Description	Unit Price Pickup/ Removal/ Disposal Price Per Box	New Container Charge/ Drop Off	<u>YEAR 1</u> Total Cost (Multiply Quantity times Unit Price times 26 Times bi-weekly)	<u>YEAR 2</u> Total Cost (Multiply Quantity times Unit Price times 26 Times bi-weekly)	<u>YEAR 3</u> Total Cost (Multiply Quantity times Unit Price times 26 Times bi-weekly)
Bi-weekly 26 times per year	2	Small Medical Waste Box with 1 red bag, 12" x 12" x 20.5", holds up to 45 lbs.	Yr. 1 \$25.00 Yr. 2 \$25.00 Yr. 3 \$25.00	\$ N/C	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
	7	Large Medical Waste Bio-Box, with 1 red bag, 18.5" x 18.5" x 21.5", holds up to 45 lbs.	Yr. 1 \$25.00 Yr. 2 \$25.00 Yr. 3 \$25.00	\$ N/C	\$ 4,550.00	\$4,550.00	\$ 4,550.00
	9	20 gallon disposal container/drum	Yr. 1 \$25.00 Yr. 2 \$25.00 Yr. 3 \$25.00	\$34.00	\$ 5,850.00	\$5850.00	\$ 5,850.00
	ESTIMATED GRAND TOTAL FOR BLACKWOOD:				\$11,700.00	\$11,700.00	\$11,700.00

Board of Trustees Minutes Attachment 49021

RESOLUTION NO. FY2020-27

Estimated Pickup Schedule	Qty	Description	Unit Price Pickup/ Removal/ Disposal Price Per Box	New Container Charge/ Drop Off	YEAR 1 Total Cost (Multiply Quantity times Unit Price times 4 Times per year)	YEAR 2 Total Cost (Multiply Quantity times Unit Price times 4 Times per year)	YEAR 3 Total Cost (Multiply Quantity times Unit Price times 4 Times per year)
Twice a semester or four (4) times per year	4	Small Medical Waste Box with 1 red bag, 12" x 12" x 20.5", holds up to 45 lbs.	Yr. 1 \$25.00 Yr. 2 \$25.00 Yr. 3 \$25.00	\$ N/C	\$ 400.00	\$ 400.00	\$ 400.00
	1	Large Medical Waste Bio-Box, with 1 red bag, 18.5" x 18.5" x 21.5", holds up to 45 lbs.	Yr. 1 \$25.00 Yr. 2 \$25.00 Yr. 3 \$25.00	\$ N/C	\$ 100.00	\$ 100.00	\$ 100.00
	2	20 gallon disposal container/drum	Yr. 1 \$25.00 Yr. 2 \$25.00 Yr. 3 \$25.00	\$34.00	\$ 200.00	\$ 200.00	\$ 200.00
	ESTIMATED GRAND TOTAL FOR CAMDEN:				\$ 700.00	\$ 700.00	\$ 700.00

Description (or equivalent)	Unit Price for New Containers
Bemis Sharps Container, 8 gallon	\$15.00/each
Bemis Sharps Container, 5 quart	\$ 6.50/each
Disposable Lab Lid Sharps Container, 3 gallon, 14" x 6" x 13.5", red, translucent, handles	\$11.50/each
Disposable Sharps Container, 1 qt., 4" x 4" x 6.5", 2 separate openings	\$ 4.00/each
Disposable Sharps Container, 5 qt., 12.5" x 5" x 10.5", translucent, horizontal drop opening	\$ 6.50/each
Disposable Sharps Container, 2 gallon, 11.75" x 8" x 8.75", large horizontal drop opening, translucent	\$ 6.50/each
Disposable Sharps Container, 5 gallon, 13" x 9" x 15.5", handles, translucent top, large opening	\$20.00/each
Reusable Medical Waste Container, 38 gallon, red, 19" x 19" x 32", DOT and OSHA approved, 2 handles	No charge
Disposal Container/Drum, 20 gallon	\$34.00/each
Small Red Biohazard Bags, 23" x 23" x 1.2 mil, 250 bags per box	\$No charge/box of 250
Large Red Biohazard Bags, 40" x 45" x 1.2 mil, 250 bags per box	\$No charge/box of 250

September 3, 2019

Board of Trustees Minutes Attachment 49021RESOLUTION NO. FY2020-27

***All sharp containers ordered per case will be given a 5% discounted on the listed unit rate per container.**

**R Mor Enterprises, Inc.
East Brunswick, NJ**

Estimated Pickup Schedule	Qty	Description	Unit Price Pickup/ Removal/ Disposal Price Per Box	New Container Charge/ Drop Off	<u>YEAR 1</u> Total Cost (Multiply Quantity times Unit Price times 26 Times bi-weekly)	<u>YEAR 2</u> Total Cost (Multiply Quantity times Unit Price times 26 Times bi-weekly)	<u>YEAR 3</u> Total Cost (Multiply Quantity times Unit Price times 26 Times bi-weekly)
Bi-weekly 26 times per year	2	Small Medical Waste Box with 1 red bag, 12" x 12" x 20.5", holds up to 45 lbs.	Yr. 1 \$47.00 Yr. 2 \$48.40 Yr. 3 \$49.85	\$0	\$ 2,444.00	\$ 2,516.80	\$ 2,592.20
	7	Large Medical Waste Bio-Box, with 1 red bag, 18.5" x 18.5" x 21.5", holds up to 45 lbs.	Yr. 1 \$47.00 Yr. 2 \$48.40 Yr. 3 \$49.85	\$0	\$ 8,554.00	\$ 8,808.80	\$ 9,072.70
	9	20 gallon disposal container/drum	Yr. 1 \$47.00 Yr. 2 \$48.40 Yr. 3 \$49.85	\$0	\$10,998.00	\$11,325.60	\$11,664.90
	ESTIMATED GRAND TOTAL FOR BLACKWOOD:				\$21,996.00	\$22,651.20	\$23,329.80

September 3, 2019

Board of Trustees Minutes Attachment 49021

RESOLUTION NO. FY2020-27

Estimated Pickup Schedule	Qty	Description	Unit Price Pickup/ Removal/ Disposal Price Per Box	New Container Charge/ Drop Off	<u>YEAR 1</u> Total Cost (Multiply Quantity times Unit Price times 4 Times per year)	<u>YEAR 2</u> Total Cost (Multiply Quantity times Unit Price times 4 Times per year)	<u>YEAR 3</u> Total Cost (Multiply Quantity times Unit Price times 4 Times per year)
Twice a semester or four (4) times per year	4	Small Medical Waste Box with 1 red bag, 12" x 12" x 20.5", holds up to 45 lbs.	Yr. 1 \$47.00 Yr. 2 \$48.40 Yr. 3 \$49.85	\$0	\$ 752.00	\$ 774.40	\$ 797.60
	1	Large Medical Waste Bio-Box, with 1 red bag, 18.5" x 18.5" x 21.5", holds up to 45 lbs.	Yr. 1 \$47.00 Yr. 2 \$48.40 Yr. 3 \$49.85	\$0	\$ 188.00	\$ 193.60	\$ 199.40
	2	20 gallon disposal container/drum	Yr. 1 \$47.00 Yr. 2 \$48.40 Yr. 3 \$49.85	\$0	\$ 376.00	\$ 387.20	\$ 398.80
	ESTIMATED GRAND TOTAL FOR CAMDEN:				\$1,316.00	\$1,355.20	\$1,395.80

Description (or equivalent)	Unit Price for New Containers
Bemis Sharps Container, 8 gallon	\$13.25/each
Bemis Sharps Container, 5 quart	\$ 4.00/each
Disposable Lab Lid Sharps Container, 3 gallon, 14" x 6" x 13.5", red, translucent, handles	\$10.15/each
Disposable Sharps Container, 1 qt., 4" x 4" x 6.5", 2 separate openings	\$ 2.35/each
Disposable Sharps Container, 5 qt., 12.5" x 5" x 10.5", translucent, horizontal drop opening	\$ 5.30/each
Disposable Sharps Container, 2 gallon, 11.75" x 8" x 8.75", large horizontal drop opening, translucent	\$ 7.00/each
Disposable Sharps Container, 5 gallon, 13" x 9" x 15.5", handles, translucent top, large opening	\$14.50/each
Reusable Medical Waste Container, 38 gallon, red, 19" x 19" x 32", DOT and OSHA approved, 2 handles	Included in pricing
Disposal Container/Drum, 20 gallon	Included in pricing
Small Red Biohazard Bags, 23" x 23" x 1.2 mil, 250 bags per box	\$35.00/box of 250

September 3, 2019

Board of Trustees Minutes Attachment 4902I

RESOLUTION NO. FY2020-27

Description (or equivalent)	Unit Price for New Containers
Large Red Biohazard Bags, 40" x 45" x 1.2 mil, 250 bags per box	\$65.00/box of 250

September 3, 2019

**RESOLUTION AWARDING RENEWAL OF CONTRACT AFTER PUBLIC BIDS
FOR HAZARDOUS WASTE REMOVAL 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 bids for **Hazardous Waste Removal Services, Bid #FY20ITB-07**,; and

WHEREAS, it is the recommendation of Kay Byrd, Director of Events & Facilities Services, Melissa Manera, Manager of Purchasing, Acting, and Maris Kukainis, Executive Director of Financial Administrative Services to therefore recommend that the Board of Trustees award the contract as set forth therein as being respectively the lowest responsible bidder for the one-year contract with the option for a single two-year renewal; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available in account #164685-65506 for Year 1 and is contingent upon approval of funds for the renewal of Years 2-3; 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 a requisite cancellation clause.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-07** for **Hazardous Waste Removal Services** be and is hereby **AWARDED** to **Tradebe Environmental Services, LLC** for the Base Bid A in the anticipated amount of **\$2, 978.00** and Base Bid B portion, which is the **as-needed portion in the anticipated amount of \$12,000.00** for the first-year contract commencing on **September 4, 2019** through **August 31, 2020** with an option of a two year renewal; 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 Base Bid A in the anticipated amount of **\$2, 978.00** and Base Bid B portion, which is the **as-needed portion in the anticipated amount of \$12,000.00** for the first-year contract commencing on **September 4, 2019** through **August 31, 2020** to **Tradebe Environmental Services, LLC** for the hazardous waste removal services with an optional two-year renewal effective September 1, 2020 through August 31, 2022. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Board of Trustees Minutes Attachment 49021

RESOLUTION NO. FY2020-28

Bid Responses
for
Hazardous Waste Removal Services
(Bid #FY20ITB-07)

Bidders	Base Bid A	Base Bid B			
		Size	Year 1	Year 2	Year 3
Tradebe Environmental Services, LLC Merrillville, IN	\$2,978.00	55 gallon	\$10,074.00	\$8,440.00	\$6,860.00
		30 gallon	\$10,374.00	\$8,695.00	\$7,067.00
		15 gallon	\$10,684.00	\$8,953.00	\$7,280.00
MXI Environmental Services, LLC Abingdon, VA	\$21,305.00	55 gallon	\$17,195.00	\$17,950.00	\$18,700.00
		30 gallon	\$14,725.00	\$15,475.00	\$16,225.00
		15 gallon	\$13,100.00	\$13,850.00	\$14,600.00

September 3, 2019

RESOLUTION NO. FY2020-29

**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 #FY20ITB-10, was received and is attached below under “Bid Response”; and

WHEREAS, the bid submission from Concept Uniform Company, Sharpsburg, PA is rejected as an insufficient bid response due to the Non-Collusion Affidavit not being notarized; and

WHEREAS, it is the recommendation of Kaina Hanna, Project Coordinator –Career and Technical Institute, and Melissa Manera, Manager of Purchasing, Acting 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 #FY20ITB-10** for **Uniforms and Related Supplies for Technical Institute** be and is hereby **AWARDED** to **Cintas Corp.** for **Items #1 through #42 and #43 with a 13% discount on miscellaneous items** in the anticipated amount of **\$25,000.00 on an as-needed basis** with terms commencing on **September 4, 2019** through **July 31, 2020** 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 for uniforms and related supplies for the College’s Technical Institute to **Cintas Corp.** in the anticipated amount **\$25,000.00 on an as-needed basis** with terms commencing on **September 4, 2019** through **July 31, 2020** as identified in the clause above. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

September 3, 2019

**Bid Responses
for
Uniforms and Related Supplies for Technical Institute
(Bid #FY20ITB-10)**

Bidder	Total Bid Items	Total Bid	% Discount Misc. Items
Discount Uniform Center Wildwood, NJ	43	\$31,655.00	20%
Cintas Aston, PA	43	\$26,836.10	13%

RESOLUTION NO. FY2020-30

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR SURGICAL LABORATORY
EQUIPMENT FY2020, REJECTION OF ITEMS & AUTHORIZATION TO
RE-ADVERTISE REJECTED ITEMS**

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

WHEREAS, the College publicly advertised bids for **Surgical Technology Laboratory Equipment FY2020**, Bid #FY20ITB-09, which were received and are attached below under “Bid Responses”; and

WHEREAS, the individual rejected bid items are identified on the attached Rejected Items Justification Listing; and Items #19 and #24 are being rejected from all bidders and will be re-advertised; and

WHEREAS, it is the recommendation of April Anderson, Surgical Technology Director; and Melissa Manera, Manager of Purchasing, Acting to award contracts for the individual items identified to each bidder on the attached Individual Itemized Award Listing as well as set forth below for these were respectively the lowest responsible bidders. It is further recommended that the College re-advertise the rejected Items identified herein; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified 100% funding for the State of New Jersey Carl D. Perkins grant is contingent upon the approval of funding for the State of New Jersey Carl D. Perkins grant in account #510909-62624.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-09 for Surgical Technology Laboratory Equipment FY2020** be and is hereby **AWARDED** to those bidders identified below and on the attached Individual Itemized Award Listing as follows:

- 1) Evergreen Medical, LLC** in the total contract amount of **\$34,195.00**; and
 - 2) Mock Medical, LLC** in the total contract amount of **\$6,645.00**; and
- for these contracts and in the grand total amount of **\$40,840.00** and rejects all other bids; and

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

ALSO, BE IT FURTHER RESOLVED the Manager of Purchasing, Acting be authorized to re-advertise the rejected **Items #19 and #24**.

SUMMARY STATEMENT

This resolution awards the bid contracts for the individually bid items on the attached Individual Itemized Award Listing to the respectively above listed bidders for the total amount awarded as identified above for a total of **\$40,840.00**. It further authorizes the Manager of Purchasing, Acting to re-advertise the rejected Items #19 and #24. It also disqualifies certain non-compliant Items on the attached Rejected Items Justification Listing. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

September 3, 2019

Bid Responses
for
Surgical Technology Laboratory Equipment FY2020
(Bid #FY20ITB-09)

Bidders	Total Bid
Evergreen Medical, LLC Lees Summit, MO	\$70,275.00
Mock Medical, LLC Milford, IA	\$71,265.00

Rejected Items Justification Listing
For
Surgical Technology Laboratory Equipment FY2020
(Bid #FY20ITB-09)

Evergreen Medical, LLC for Items:

#19 and #24 does not meet the specifications for the items requested; and

Mock Medical, LLC for Items:

#1, #2, #6, #7, #14, #19, #20, #23 and #24 does not meet the specifications for the items requested.

Individual Itemized Award Listing
For
Surgical Technology Laboratory Equipment FY2020
(Bid #FY20ITB-09)

Evergreen Medical, LLC for Items:

#1 thru #7, #11, #14, #16 thru #18, #20, #21 and #23 in the amount of **\$34,195.00**; and

Mock Medical, LLC for Items:

#8 thru #10, #12, #13, #15, #22 and #25 in the amount of **\$6,645.00**.

RESOLUTION NO. FY2020-31

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR
SIMULATION & AUDIO/VISUAL CAPTURE AND MANAGEMENT SYSTEM
FOR JOINT HEALTH SCIENCE CENTER**

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 bids for **Simulation & Audio/Visual Capture and Management System for Joint Health Science Center**, Bid #FY20ITB-13, was received and is attached below under “Bid Response”; and

WHEREAS, it is the recommendation of Brian Higgins, Director, Instructional Support Department, Melissa Manera, Manager of Purchasing, Acting 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 the availability of funds in account # 9110531-607022.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-13** for **Simulation & Audio/Visual Capture and Management System for Joint Health Science Center** be and is hereby AWARDED to B-Line Medical, LLC in the contract amount of **\$86,300.00** pursuant to the terms and conditions for the bid; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to 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 for simulation and audio/visual capture and management system for Joint Health Science Center to **B-Line Medical, LLC** above in the aggregate amount of **\$86,300.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

September 3, 2019

RESOLUTION NO. FY2020-31

Bid Response
for
Simulation & Audio/Visual Capture and Management System
For Joint Health Science Center
(Bid #FY20ITB-13)

Bidder:	Option A:	Option B:	Option C:
B-Line Medical, LLC Washington, DC	\$87,050.00	\$86,300.00	\$90,050.00

September 3, 2019

RESOLUTION AWARDING SECOND-YEAR RENEWAL CONTRACT FOR MECHANICAL MAINTENANCE SERVICE CONTRACTS AND FOR RELATED TRADE SERVICES THROUGH THE CAMDEN COUNTY 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 Agreement pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.* and 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-19/2018 on June 13, 2018 for the procurement of HVAC and maintenance service contracts as well as related trade services described in that bid for one year with an optional one-year renewal contract; and the College seeks to utilize the optional second-year renewal contract for procurement to award a contract to that vendor, Northeast Mechanical Services, Inc.; and

WHEREAS, The CCCPS awarded this Bid on June 21, 2018 in The Freeholders Public meeting and specifically authorized members to contract directly with Northeast Mechanical Services, Inc., in accordance with that bid and applicable law; and

WHEREAS, it is the recommendation of Patrick Shuttleworth, Director of Facilities Operations and Maintenance, Camden County Improvement Authority, Michael Calabrese, Director of Facilities, Maris Kukainis, Executive Director of Financial Administrative Services and Melissa Manera, Manager of Purchasing, Acting, to procure such HVAC/Mechanical and facility services through the service contracts and related trade services through the CCCPS bid from Northeast Mechanical Services, Inc. for the second-year optional renewal; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified funds are available in various operational accounts by Campus for each of the respective sites; and

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to AWARD a contract to **Northeast Mechanical Services, Inc.** for the second-year renewal to procure HVAC maintenance service contracts through the Camden County Cooperative Pricing System – Identifier #57-CCCPS contract identified above in the anticipated amount of **\$372,533.00 for Base Bid for HVAC/Mechanical services** with terms commencing on **July 1, 2019 through June 30, 2020** and the same period for **Base C Service Trade Unit Prices on an as needed basis** with a 30 day termination clause at the College's convenience and payment due only up to the date of termination for the second-year optional renewal; 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 contract with Northeast Mechanical Services, Inc., for the second-year renewal to procure HVAC/mechanical service contracts along with contract related service trade unit pricing through the County Cooperative Pricing System pricing under its – Identifier #57 – CCCPS under Bid #A-19/2018 for the second-year optional renewal in the anticipated amount of **\$372,533.00 base bid plus Trade Unit Service Prices on an as Needed basis** commencing on July 1, 2019 through June 30, 2020 with a 30 day termination clause at the College's convenience and payment due only up to the date of termination. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION AWARDING SECOND-YEAR RENEWAL CONTRACT FOR FACILITY MAINTENANCE SERVICES THROUGH THE CAMDEN COUNTY 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 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-20/2018 on June 13, 2018 for the procurement of facility maintenance services as described in that bid for one year with an optional one-year renewal; and the College seeks to utilize the optional second-year renewal contract to that vendor, Meridian Property Services, Inc.; and

WHEREAS, it is the recommendation of Patrick Shuttleworth, Director of Facilities Operations and Maintenance, Camden County Improvement Authority, Michael Calabrese, Director of Facilities, Maris Kukainis, Executive Director of Financial Administrative Services and Melissa Manera, Manager of Purchasing, Acting, to procure such facility maintenance services through the CCCPS bid from Meridian Property Services, Inc.; with terms commencing on **July 1, 2019** through **June 30, 2020** for the second-year optional renewal; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified funds are available in accounts #164687-51104 and #164689-51104 for the second-year optional renewal.

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to AWARD a contract to **Meridian Property Services, Inc.** for the second-year renewal for the procurement of facility maintenance services through the Camden County Cooperative Pricing System – Identifier #57-CCCPS contract identified above in the anticipated Base amount of **\$767,000.00** with terms commencing on **July 1, 2019** through **June 30, 2020**, for the optional one-year renewal contract; 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 contract with Meridian Property Services, Inc. for the second-year renewal to procure facility maintenance services through the County Cooperative Pricing System pricing under its – Identifier #57 – CCCPS under Bid #A-20/2018 for the second-year optional renewal in the anticipated amount of **\$767,000.00** commencing on July 1, 2019 through June 30, 2020. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

The Award is based on the Meridian Bid but without an award or contract for Burn Building; Concrete Burn Testing Structure or Facilities Storage Building. Buildings C8, C6, C7 and C10 are the County's buildings and the College does not award for these either.

September 3, 2019

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-41/2019 on August 8, 2019 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, Acting, and Maris Kukainis, Executive Director of Financial Administrative Services, to procure copy, computer paper and envelopes through the CCCPS bid from Paper Mart and W.B. Mason; and

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

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to AWARD a six-month contract with an optional six-month renewal to the Vendors: **Paper Mart and W.B. Mason** for the procurement of copy, computer paper and envelopes through the CCCPS – Identifier #57-CCCPS contract identified above on an as-needed basis in the anticipated amount of **\$37,000.00** with terms commencing on **September 1, 2019** through **February 28, 2020**; 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 six-month contract for copy, computer paper and envelopes through the County Cooperative Pricing System pricing under its – Identifier #57 – CCCPS under Bid #A-41/2019 six-month contract with an optional six-month renewal to the Vendors: **Paper Mart and W.B. Mason** for the procurement of copy, computer paper and envelopes through the CCCPS – Identifier #57-CCCPS contract identified above on an as-needed basis in the anticipated amount of **\$37,000.00** with terms commencing on **September 1, 2019** through **February 28, 2020**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-35

**RESOLUTION OF COLLEGE TO AWARD OPTION FOR PROCUREMENT OF REFUSE
REMOVAL SERVICES BY 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 publically advertised, received and publicly opened Bid #A-21/2018 on July 24, 2018 for the procurement of refuse removal services on its and the CCCPS behalf; 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, Acting, Maris Kukainis, Executive Director of Financial Administrative Services to exercise the option 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, 2019 through August 31, 2020; 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 exercise the option of an additional year of contract for refuse removal services to **Waste Management of New Jersey, Inc.** through the Camden County Cooperative Pricing System – Identifier #57-CCCPS identified above for a one-year optional renewal on an as-needed basis in the anticipated amount of **\$44,300.00** with terms commencing on **September 1, 2019** through **August 31, 2020**; 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 exercise its option to procure refuse removal services 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, 2019 through August 31, 2020. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

September 3, 2019

RESOLUTION NO. FY2020-36

**RESOLUTION AWARDING PURCHASE OF FIRE SUPPRESSION SYSTEM
INSPECTION, TESTING AND MAINTENANCE SERVICES THROUGH THE
CAMDEN COUNTY COOPERATIVE PRICING SYSTEM**

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

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

WHEREAS, CCCPS publically advertised and opened Bid #A-40/2019 on August 9, 2019 for the procurement of fire suppression system inspection, testing and maintenance services with a one-year contract with an optional one-year renewal contract as described in that bid; and awarded a contract pursuant thereto, and the College seeks to utilize that procurement to award a one-year contract with an optional one-year renewal contract to that vendor under that bid; and

WHEREAS, it is the recommendation of Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to procure fire suppression system inspection, testing and maintenance services from **Wayman Fire Protection, Inc.**, for a one-year contract with an optional one-year renewal contract; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified funding is subject to the availability of funds on an as-needed basis in accounts #164259-61424, #164688-61424, #164698-61424, #164708-61424, #164714-61424 and #164719-61424.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to procure fire suppression system inspection, testing and maintenance services through the CCCPS – Identifier #57-CCCPS contract identified above on an as-needed basis in the anticipated amount of **\$26,000.00** with terms commencing on or about **September 1, 2019** through **August 31, 2020** 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 to procure fire suppression system inspection, testing and maintenance services through the Camden County Cooperative Pricing System under its – Identifier #57-CCCPS under Bid #A-40/2019 as identified in the “Therefore” clause above during the period of on or about September 1, 2019 through August 31, 2020 with the possibility of a one year extension should the Cooperative decide to extend at that time. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

September 3, 2019

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR BUILDING MATERIALS, EQUIPMENT, SUPPLIES AND TOOLS FROM THE DEPARTMENTAL NEGOTIATED VENDOR 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 publicly advertised bids for were bid twice as Bid **#FY20ITB-05** and **#FY20ITB-08** and received no bids on both bid processes; and

WHEREAS, N.J.S.A. 18A:64A-25.5 (c) provides that after two occasions of publicly advertised bids in accordance with the County College Contracts Act and no responsive bids having been received , then the Board may by a two-thirds vote choose to negotiate any such contract or agreement providing the balance of the statutes terms are met as set forth below; and

WHEREAS, it is the recommendation of Patrick Shuttleworth, Director of Facilities Operations & Maintenance; Michael Calabrese, Buildings Operations Manager, and Melissa Manera, Manager of Purchasing, Acting to award a negotiated contract based upon terms for the negotiated contract (#FY19NG-06) items that are not substantially different from those which were the subject of the aforesaid bids as identified below as departmental vendor of choice; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds on an as-needed basis in accounts #164688-61425; #164688-62419 and various departmental accounts for the remainder of FY2020. Funding in FY2021 is subject to the availability of funds; and is conditioned upon the contract, which shall reflect that it is conditional pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the negotiated contract **#FY20NG-06** for **Building Materials, Equipment, Supplies and Tools** be and is hereby **AWARDED** to the departmental vendor of choice: **Lowes Home Centers, LLC** in the anticipated amount of **\$100,000.00 on an as-needed basis** with terms commencing **September 4, 2019 through August 31, 2021** pursuant to the terms and conditions for the negotiated contract; 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 negotiated contract to the departmental vendor of choice for items that received no bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c) on an as-needed basis. These services are required for building materials, equipment, supplies and tools, **September 4, 2019 to August 31, 2021**. 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.**

RESOLUTION NO. FY2020-38

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR WELDING SUPPLIES FY2020, REJECTION OF BIDS & AUTHORIZATION TO PURCHASE FROM DEPARTMENTAL VENDOR 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 for **Welding Supplies in FY19ITH-61** and received no conforming bids; and again publicly advertised in **FY2020**, Bid #**FY20ITB-11**, which were received and are attached below under “Bid Responses”; and

WHEREAS, bid submissions received from AirGas USA,, LLC, Allentown, PA is rejected as an insufficient bid response because they took exception to the College’s mandatory advertised terms and are non-conforming and the submission from South Jersey Welding Supply, Maple Shade, NJ is an insufficient bid as the Non-Collusion Affidavit was not notarized; and

WHEREAS, it is the recommendation of Kevin Schmidt, Teaching Administrator/Director- Engineering & Technology; Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to reject any award for the individual bids noted above for these were all non-conforming bidders and to authorize the negotiation of terms in conformance with those bids from the departmental vendors of choice; and except for the Award for the items of clothing/boots bid and awarded to the low bidder listed on the attached Individual Itemized Bid Listing as set forth below; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified funding in various departmental accounts.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-11** for **Welding Supplies FY2020** be and is hereby **AWARDED** to the bidder identified below and on the attached Individual Itemized Award Listing as follows: **Discount Uniform Center** in the anticipated amount of **\$1,500.00** and rejected as to all others but authorized to negotiate those items for such terms to the departmental vendors of choice in the anticipated amount of **\$20,000.00** and rejects all other bids; and

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

SUMMARY STATEMENT

This resolution awards the bid contract for the one individually bid item on the attached Individual Itemized Award List to **Discount Uniform Center** in the anticipated amount of **\$1,500.00** and rejected as to all others but authorized to negotiate those items for such terms to the departmental vendors of choice in the anticipated amount of **\$20,000.00** and rejects all other bids; and 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.**

September 3, 2019

Bid Responses
for
Welding Supplies FY2020
(Bid #FY20ITB-11)

Bidders	Total Bid
Discount Uniform Center Wildwood, NJ	\$175.00

Individual Itemized Award Listing
For
Welding Supplies FY2020
(Bid #FY20ITB-11)

**Discount Uniform Center for Item:
#43.**

RESOLUTION NO. FY2020-39

**RESOLUTION REJECTING BID FOR COMPRESSED GASES AND AUTHORIZING
DEPARTMENTAL VENDOR 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 a publicly advertised bids for **Compressed Gases, Bid #FY19ITB-66 and Bid #FY20ITB-12** were received; and

WHEREAS, the bid submissions received from Airgas USA, LLC; Allentown, PA and this company were non-compliant to the terms in the bid boiler plate and provided exceptions which were explicitly prohibited by the bid conditions as advertised and therefore was non-compliant; and

WHEREAS, it is the recommendation of Maris Kukainis, Executive Director of Financial Administrative Services and Melissa Manera, Manager of Purchasing, Acting, to reject the bid submissions for non-compliance as stated herein; and

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the **Bid #FY20ITB-12 for Compressed Gases** be and is hereby **REJECTED** and the Manager of Purchasing is authorized to procure the refrigerant supplies from a departmental vendor of choice on an as needed basis.

ALSO, 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 rejects the bid submission for compressed gases and further authorizes the Manager of Purchasing, Acting to purchase the compressed gases from the departmental vendor of choice as such items received no bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c) and will be procured on an as-needed basis. 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.

September 3, 2019

RESOLUTION NO. FY2020-40

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
VARIOUS SHOP SUPPLIES FROM THE DEPARTMENTAL NEGOTIATED
VENDOR 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 publicly advertised bids were sought for **Various Shop Supplies**, in Bid #FY19ITB-39 and again in Bid #FY19ITB-47 and No bids were received on either occasion; and

WHEREAS, it is the recommendation of Kevin Schmidt, CIM Coordinator and Melissa Manera, Manager of Purchasing, Acting to seek authorization for an award to obtain a negotiated contract as being the most advantageous way of achieving a reasonable bid from a responsible vendor of choice. The selection of the departmental vendor to be based upon terms for the contract (#FY20NG-07) items that are not substantially different from those which were the subject of the aforesaid bids; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is subject to the availability of funds on an as-needed basis in various departmental accounts for FY2020 and contingent upon the availability of funds in FY2021. Items purchase by the College may be 100% funded with College funds or 100% funded by the Carl D. Perkins grant or other Federal and State grants and are subject to either approval by the Federal government or the State of New Jersey funding approval for FY2020 and FY2021; 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 must contains an appropriate cancellation clause.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a negotiated contract #FY20NG-07 for **Various Shop Supplies** be and is hereby authorized to be negotiated and AWARDED to the departmental vendor of choice: **MSC Industrial Direct, Co., Inc.**, in the anticipated amount of **\$90,000.00 on an as-needed basis** with terms commencing **September 4, 2019 through June 30, 2021** pursuant to the terms and conditions for the negotiated contract; and

ALSO, 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 negotiated contract to the departmental vendor of choice for items that received no bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c) on an as-needed basis. These purchases are required for various shop supplies during the period of September 4, 2019 to June 30, 2021. 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.

September 3, 2019

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

Reassignments/Transfers

Xavier Williams

From Temporary part-time Public Safety Officer
To Permanent part-time Public Safety Officer
Public Safety
Effective September 9, 2019

Title Changes

Anne Daly Eimer

From Dean, Title IX and 504 Coordinator
To Dean
Enrollment & Student Services
Effective September 9, 2019

Jacqueline Tenuto

From Associate Dean of Students
To Associate Dean of Students/Title IX and 504 Coordinator
Enrollment and Student Services
Effective September 9, 2019

Separations

Cara Pitone Lawton

Student Advisor
Educational Opportunity Fund
Effective September 13, 2019

Government Services Division

Reassignments/Transfers

Shawn Brown

From Permanent part-time Campus Safety Officer
To Full-time Campus Safety Officer
Public Safety
Effective September 9, 2019

Brittany O'Brien

From Permanent part-time Community Service Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective September 9, 2019

Denise Williams

From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective September 9, 2019

Separations

Bernardo Jimenez

Campus Safety Officer
Public Safety
Effective September 7, 2019

Gary Olson

Campus Safety Officer
Public Safety
Effective August 22, 2019

Madison Pinizzotto

Campus Safety Officer
Public Safety
Effective August 20, 2019

RESOLUTION RATIFYING THE ACTIONS OF THE EXECUTIVE COMMITTEE

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

WHEREAS, it is the practice of the Board of Trustees to authorize the Executive Committee of the Board to act on business of the College during the summer months when the Board does not typically meet; and

WHEREAS, the Board of Trustees, at its meeting held on June 7, 2019, authorized the Executive Committee of the Board to act on business of the College from June 8, 2019 until September 3, 2019; and

WHEREAS, the Executive Committee transacted business on behalf of the Board of Trustees in June, July, and August 2019 as per the attached.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby ratifies the actions of the Executive Committee as taken in June, July, and August 2019.

SUMMARY STATEMENT

This resolution ratifies the actions of the Executive Committee as taken in June, July, and August 2019.

RESOLUTION NO. FY2019-227

**RESOLUTION REJECTING ALL BIDS FOR LINCOLN HALL RENOVATIONS 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 a publicly advertised bid for **Lincoln Hall Renovations**, Bid #FY19ITB-35, was advertised; and

WHEREAS, bid submissions were received from Arthur J. Ogren, Inc., Vineland, NJ and Dandrea Construction Co., Inc., West Berlin, NJ and MJJ Construction, LLC, Atco, NJ, and these bid submissions are rejected as insufficient bid responses because the Surety Disclosure Statement and Certification was not received or was not as required by NJSA 18A:64A-25.17(e) filled out and “complete in all respects. . .” pursuant thereto. In addition the bid submission received from MJJ Construction, LLC, Atco, NJ is rejected due to budgetary constraints; and

WHEREAS, it is the recommendation of Patrick Shuttleworth, Director of Facilities Operations and Maintenance, Camden County Improvement Authority; Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to reject all the bid submissions as stated herein; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the **Bid #FY19ITB-35** for **Lincoln Hall Renovations** be and is hereby **REJECTED** and the Manager of Purchasing, Acting is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects all bid submissions for Lincoln Hall Renovations and further authorizes the Manager of Purchasing, Acting to re-advertise this bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

June 27, 2019

RESOLUTION NO. FY2019-228

**RESOLUTION AUTHORIZING A FACILITY USE AND LICENSE AGREEMENT BETWEEN
CAMDEN COUNTY COLLEGE AND THE AMERICAN RED CROSS, NJ REGION FOR
DISASTER RELIEF SHELTER DURING EMERGENCY TIMES**

WHEREAS, N.J.S.A 18A:64A-12, et seq. authorizes the Board to enter into agreements or contracts with any agency of any government body or any entity for contracts which are deemed necessary or advisable by the Board for carrying out the purposes for which the county college was authorized by its statutory chapter; and

WHEREAS, N.J.S.A. 18A:64A-12 (m) authorizes the Board to determine the use or non-use of College property to the Board and permits the Board to alienate as it sees fit property it decides is not needed by the College; and inherent therein in the authority to determine that there are times at which College assets are not required for use by the College and may be put to the general public use and welfare ; and may be utilized for emergency relief of its students, and local neighbors and citizens; and

WHEREAS, American Red Cross, NJ Region (“Red Cross”) is a local non-profit local chapter of The American National Red Cross and is a "corporation" which is a Federally chartered instrumentality of the United States and a body corporate and politic in the District of Columbia, and which is chartered by the U.S. Congress to conduct its business and affairs, and otherwise hold itself out, as the ‘American Red Cross’ in any jurisdiction; and

WHEREAS, the American Red Cross, NJ Region (“Red Cross”) and the County Government has requested, and the College is desirous of complying with, the request to enter into a Facility Use Agreement for certain Emergency Relief; and

WHEREAS, the Red Cross has a need to establish a shelter facility to provide disaster relief services and the College has facilities for emergency sheltering; and

WHEREAS, the Red Cross and the College agree the term of this Agreement shall be for one (1) year, commencing on July 1, 2019 and ending June 30, 2020.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Camden County College authorize and approve that the Staff of the College may negotiate and enter into a Facility Use and License Agreement with the American Red Cross, NJ Region for use of certain available facilities in connection with disaster relief activities that will not otherwise disrupt College operations as deemed acceptable to the President and Counsel for the College; and

BE IT FURTHER RESOLVED that the proper officials be and are hereby authorized to negotiate all details and further terms and are authorized to execute documents necessary to affect such an agreement with the American Red Cross, NJ Region as may be necessary and appropriate in connection herewith to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution authorizes the College to negotiate and enter into a Facility Use and License Agreement during emergency periods with the American Red Cross, NJ Region and Camden County College for disaster relief shelter in accordance with the terms to be established by Staff for a term of one (1) year commencing July 1, 2019 and ending June 30, 2020.

June 27, 2019

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BY AND
BETWEEN CAMDEN COUNTY COLLEGE AND THE PINE HILL 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 Pine Hill School District (PHSD) and Camden County College (the College) are desirous of entering into a Shared Services Agreement pursuant to the Uniform Shared Services and Consolidation Act (H.J.S.A. 40A:65-1 et seq.) ("Shared Services Act"), for the purposes described herein; and

WHEREAS, the PHSD has a need to establish a sanctuary location for emergency evacuation of its children in the event of a catastrophic event and the College has facilities for emergency sheltering; and

WHEREAS, PHSD and the College agree the term of this Agreement shall be for two (2) years, commencing on July 1, 2019 and ending June 30, 2021.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Camden County College authorize and approve that the College may enter into a shared services agreement with the Pine Hill School District for the aforementioned services 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 PHSD 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 Pine Hill School District and Camden County College for Emergency Management Plans in accordance with N.J.S.A. 40A:65-1 et eq. for a term of two years commencing July 1, 2019 and ending June 30, 2021, terminable by either party on ninety (90) days' notice.

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

Reassignments/Transfers

David Downham

From Adjunct Professor
To Teaching Administrator – Audio Production
Liberal Arts and Professional Studies
Effective July 8, 2019

Bobby Todd

From Permanent Part-time Public Safety Officer
To Full-time Public Safety Officer
Public Safety
Effective July 8, 2019

Separations

Marc James

Network Administrator
Office of Information Technology
Effective June 13, 2019

Cheryl McLaughlin

Teaching Administrator/Lab Coordinator
Nursing Programs
Effective June 12, 2019

Frances Pagan

A Secretary
EOF and Student Services
Effective June 5, 2019

Leaves

Jacqueline Goodall

Office Manager
Facilities
Effective May 16, 2019 – May 15, 2020

Ivis Quann

B Secretary
Liberal Arts and Professional Studies
Effective June 14, 2019 – June 13, 2020

Government Services Division

Leaves

Olivia Justice

Campus Safety Officer
Public Safety
Effective June 18, 2019 – July 8, 2019

Gary Olson

Campus Safety Officer
Public Safety
Effective June 5, 2019 – September 9, 2019

Separations

Samuel Keating

Campus Safety Officer
Public Safety
Effective June 17, 2019

Costantino Tassi

Campus Safety Officer
Public Safety
Effective May 23, 2019

RESOLUTION NO. FY2020-01

**RESOLUTION REJECTING BID AFTER PUBLIC BID FOR WELDING SUPPLIES
AND AUTHORIZING RE-ADVERTISEMENT**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bid for **Welding Supplies**, Bid #FY19ITB-61, was received; and

WHEREAS, the publicly advertised specifications resulted in receipt of only one bid submission and that was from AirGas USA, LLC; Chicago, IL; and

WHEREAS, that bid did not comply with the mandatory requirements set out by the College and the Manager of Purchasing has identified that as an insufficient bid response due to the exceptions taken by AirGas to the College's specifications for Insurance requirements; and

WHEREAS, it is the recommendation of Kevin Schmidt, Teaching Administrator/Director-Engineering & Technology and Melissa Manera, Manager of Purchasing, Acting, that the Board reject this bid as Non-Compliant with the Specifications as stated herein and that they authorize the College to re-advertise the bid; and

BE IT THEREFORE RESOLVED, by the Board of Trustees of Camden County College that the Bid submissions in this matter are rejected as insufficient/non-compliant as set forth above and the Manager of Purchasing, Acting is authorized to re-advertise the bid in the form that staff deems appropriate.

SUMMARY STATEMENT

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

RESOLUTION NO. FY2020-02

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

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bid for **Compressed Gases**, Bid #FY19ITB-66, was received; and

WHEREAS, the bid submission from AirGas USA, LLC; Chicago, IL is rejected as an insufficient bid response due to the exceptions to the boiler plate Insurance requirements; and

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

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

SUMMARY STATEMENT

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

RESOLUTION NO. FY2020-03

**RESOLUTION REJECTING BID AFTER PUBLIC BID FOR UNIFORMS &
RELATED SUPPLIES FOR TECHNICAL INSTITUTE AND AUTHORIZING RE-
ADVERTISEMENT**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bid for **Uniforms & Related Supplies for Technical Institute**, Bid #FY19ITB-62, was received; and

WHEREAS, the bid submission from All-Star Custom Apparel & Design, Inc.; Henrietta, NY is an insufficient bid response due to Exhibit Q not being completed and Uniform Center; Wildwood, NJ is an insufficient bid response due to the Non-Collusion Affidavit not being signed or notarized; and both being contrary to the mandatory bid specifications issued by the College; and

WHEREAS, it is the recommendation of Kaina Hanna, Director- Workforce Development & Continuing Education and Melissa Manera, Manager of Purchasing, Acting, to reject the bidders as stated herein and to re-advertise the bid; and

BE IT THEREFORE RESOLVED, that the bids are rejected as set forth above and the Manager of Purchasing, Acting is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects the bid submission for Uniforms & Related Supplies for Technical Institute and further authorizes the Manager of Purchasing, Acting, to re-advertise the bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-04

RESOLUTION REJECTING BID AFTER PUBLIC BID FOR SIMULATION & AUDIO/VISUAL CAPTURE & MANAGEMENT SYSTEM FOR JOINT HEALTH & SCIENCE CENTER AND AUTHORIZING RE-ADVERTISEMENT

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bid for **Simulation & Audio Visual Capture & Management System for Joint Health & Science Center**, Bid #FY20ITB-02, was received; and

WHEREAS, the publicly advertised specifications resulted in receipt of only one bid submission and that was from B-Line Medical, LLC; Washington, DC; and

WHEREAS, the bid submission from B-Line Medical, LLC; Washington, DC is an insufficient bid response due to the required Bidder's Checklist not being completed and signed which is contrary to the mandatory bid specifications issued by the College's Boiler Plate; and

WHEREAS, it is the recommendation of Brian Higgins, Director of Instructional Support Department and Melissa Manera, Manager of Purchasing, Acting, that the Board reject this bid as Non-Compliant with the Specifications as stated herein and that they authorize the College to re-advertise the bid; and

BE IT THEREFORE RESOLVED, by the Board of Trustees of Camden County College that the Bid submission in this matter is rejected as insufficient/non-compliant as set forth above and the Manager of Purchasing, Acting is authorized to re-advertise the bid in the form that staff deems appropriate.

SUMMARY STATEMENT

This resolution rejects the bid submission for Simulation & Audio Visual Capture & Management System for Joint Health & Science Center and further authorizes the Manager of Purchasing, Acting, to re-advertise the bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-05

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR
EVENTS TENT RENTAL AND INSTALLATION**

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 **Events Tent Rental and Installation**, Bid #FY19ITB-59, was received and the response is attached below under “Bid Response”; and

WHEREAS, the bid submission from Tents For Rent, LLC; Lititz, PA is rejected as an insufficient bid response as only a copy was submitted with no original signatures on any of the required forms as required in the bid specifications; and

WHEREAS, it is the recommendation of Michael Calabrese, Director of Facilities, Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to award a contract as identified on the attached Bid Response as set forth therein as being the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available in account #137141-63103 for FY2020 and is subject to the availability of funds in FY2021.

NOW THEREFORE, BE IT RESOLVED by the College that the aforementioned **Bid #FY19ITB-59 for Events Tent Rental and Installation** be and is hereby **AWARDED** to **L & A Tent Rental** in the total contract amount of **\$38,995.00** for FY2020 and **\$39,995.00** for FY2021 pursuant to the terms and conditions of this 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 for rental and installation of the tent for commencement in **May 2020 and May 2021** to **L & A Tent Rentals** above in the aggregate amount of **\$78,990.00** for both years. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-05

Bid Response
for
Events Tent Rental and Installation
(Bid #FY19ITB-59)

Bidder	Year 1	Year 2	Total
L & A Tent Rentals Hamilton, NJ	\$38,995.00	\$39,995.00	\$78,990.00

RESOLUTION NO. FY2020-06

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR GROUNDS
SUPPLIES, EQUIPMENT, PARTS & REPAIRS and LANDSCAPING/TURF CARE
MATERIALS**

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 **Grounds Supplies, Landscaping/Turf Care Materials, Grounds Lawn Equipment, Parts and Repairs**, Bid #FY19ITB-63, were received and the responses are attached below; and

WHEREAS, no bids were received for Base Bid B Items # A3, B1 thru B3, C1 thru C7, D1 thru D6, D8 thru D12 and F1 thru F4 and Base Bid C for Items #1, #2, #4, #6 thru #9, #11 thru #13, #15 thru #17, #22, #24 thru #26, #33 thru #36 and #38, which will be not be re-advertised because the department no longer requires these items; and

WHEREAS, the bid submission from Garden State Bobcat; Freehold, NJ is rejected as an insufficient bid response due to the Form of Bid not being signed for authorization as required in the bid specifications; and

WHEREAS, it is the recommendation of Markis Rouse, Manager of Facilities Operations, Kay Byrd, Director of Events and Facilities, Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services to award contracts as identified on the attached Individual Itemized Award Listing as set forth therein as being respectively the lowest responsible bidders; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds in account #164686-62419 and in various departmental accounts.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY19ITB-63** recited above, rejects others and is **AWARDED** as follows:

- 1) **Britton Industries, Inc.**; and
- 2) **Cherry Valley Tractor Sales**; and
- 3) **SiteOne Landscape Supply, LLC**

in the anticipated amount of **\$35,000.00 on an as-needed basis** with terms commencing on **August 1, 2019 through July 31, 2020** pursuant to the terms and conditions for the bid; and

BE IT FURTHER RESOLVED by the College to not re-advertise the no bid Items in Base Bid B and Base Bid C as identified respectively above; and

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

July 2019

SUMMARY STATEMENT

This resolution awards the bid contracts for the individually bid items on the attached Individual Itemized Award Listing to the respectively above listed bidders in the anticipated amount of **\$35,000.00 on an as-needed basis**. These items are required for grounds supplies, landscaping and turf care materials and grounds lawn equipment, parts and repairs to be procured on an as-needed basis during the period of August 1, 2019 to July 31, 2020.

This resolution also recommends to not re-advertise the no bid Items in Base Bid B Items # A3, B1 thru B3, C1 thru C7, D1 thru D6, D8 thru D12 and F1 thru F4 and Base Bid C for Items #1, #2, #4, #6 thru #9, #11 thru #13, #15 thru #17, #22, #24 thru #26, #33 thru #36 and #38, which will be not be re-advertised because the department no longer requires these items. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Bid Responses
Grounds Supplies, Landscaping/Turf Care Materials, Grounds Lawn
Equipment, Parts and Repairs
(Bid #FY19ITB-63)

Base Bid A:

Bidder	Indicate % Discount from A.M. Leonard website: www.amleo.com	Indicate Delivery Included or Delivery Cost
Britton Industries, Inc. Marlton, NJ	No Bid	
Cherry Valley Tractor Sales Marlton, NJ	No Bid	
SiteOne Landscape Supply Sewell, NJ	0%	Included
Turf Equipment & Supply Co., Inc. Jessup, MD	No Bid	

Base Bid B:

Category	Item #	Cherry Valley Tractor Sales Marlton, NJ	SiteOne Landscape Supply Sewell, NJ	Turf Equip & Supply Co., Inc. Jessup, MD	Britton Industries, Inc., Lawrenceville NJ
A: Mulch	A1	No Bid	\$22.89	No Bid	\$15.76
	A2	No Bid	No Bid	No Bid	\$17.14
	A3	No Bid	No Bid	No Bid	No Bid
	A4	No Bid	0%	No Bid	No Bid
B: Bedding Plants	B1	No Bid	No Bid	No Bid	No Bid
	B2	No Bid	No Bid	No Bid	No Bid
	B3	No Bid	No Bid	No Bid	No Bid
C: Trees and Shrubs	C1	No Bid	No Bid	No Bid	No Bid
	C2	No Bid	No Bid	No Bid	No Bid
	C3	No Bid	No Bid	No Bid	No Bid
	C4	No Bid	No Bid	No Bid	No Bid
	C5	No Bid	No Bid	No Bid	No Bid
	C6	No Bid	No Bid	No Bid	No Bid
	C7	No Bid	No Bid	No Bid	No Bid
D: Top Soil, Sand and Gravel	D1	No Bid	No Bid	No Bid	No Bid

Board of Trustees Minutes Attachment 4902K

RESOLUTION NO. FY2020-06

Category	Item #	Cherry Valley Tractor Sales Marlton, NJ	SiteOne Landscape Supply Sewell, NJ	Turf Equip & Supply Co., Inc. Jessup, MD	Britton Industries, Inc., Lawrenceville NJ
	D2	No Bid	No Bid	No Bid	No Bid
	D3	No Bid	No Bid	No Bid	No Bid
	D4	No Bid	No Bid	No Bid	No Bid
	D5	No Bid	No Bid	No Bid	No Bid
	D6	No Bid	No Bid	No Bid	No Bid
	D7	No Bid	No Bid	No Bid	\$25.53
	D8	No Bid	No Bid	No Bid	No Bid
	D9	No Bid	No Bid	No Bid	No Bid
	D10	No Bid	No Bid	No Bid	No Bid
	D11	No Bid	No Bid	No Bid	No Bid
	D12	No Bid	No Bid	No Bid	No Bid
E: Grass Seed	E1	No Bid	\$66.75	No Bid	No Bid
	E2	No Bid	\$73.82	No Bid	No Bid
	E3	No Bid	0%	No Bid	No Bid
F: Perennials	F1	No Bid	No Bid	No Bid	No Bid
	F2	No Bid	No Bid	No Bid	No Bid
	F3	No Bid	No Bid	No Bid	No Bid
	F4	No Bid	No Bid	No Bid	No Bid
G: Athletic Field Supplies	G1	No Bid	\$4.98	No Bid	No Bid
	G2	No Bid	\$11.98	No Bid	No Bid
	G3	No Bid	0%	No Bid	No Bid

Base Bid C:

#	BRAND	EQUIPMENT Discount %	OEM PARTS & ATTACHMENTS Discount %	NON-OEM PARTS & ATTACHMENTS Discount %	Hourly Repair Rates
1	Allis Chalmers	No equipment available	No OEM parts & attachments available	No Bid	No Bid
2	Bobcat (skidsteer, loaders & tractors)	No Bid	No Bid	No Bid	No Bid
3	Briggs & Stratton	No Bid	Cherry Valley Tractor Sales- 15% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
4	Bush Hog	No Bid	No Bid	No Bid	No Bid

July 2019

Board of Trustees Minutes Attachment 4902K

RESOLUTION NO. FY2020-06

#	BRAND	EQUIPMENT Discount %	OEM PARTS & ATTACHMENTS Discount %	NON-OEM PARTS & ATTACHMENTS Discount %	Hourly Repair Rates
5	Buyers	Cherry Valley Tractor Sales- 20% discount	Cherry Valley Tractor Sales- 25% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
6	Case	No Bid	No Bid	No Bid	No Bid
7	Cub Cadet	No Bid	No Bid	No Bid	No Bid
8	Echo	No Bid	No Bid	No Bid	No Bid
9	EZ Go	No Bid	No Bid	No Bid	No Bid
10	Ford	No Bid	Cherry Valley Tractor Sales- 18% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
11	Generac	No Bid	No Bid	No Bid	No Bid
12	Gravely	No Bid	No Bid	No Bid	No Bid
13	Homelite	No Bid	No Bid	No Bid	No Bid
14	Honda	No Bid	Cherry Valley Tractor Sales- 15% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
15	Husqvarna	No Bid	No Bid	No Bid	No Bid
16	Hustle	No Bid	No Bid	No Bid	No Bid
17	John Deere	No Bid	No Bid	No Bid	No Bid
18	Kawasaki	No Bid	Cherry Valley Tractor Sales- 20% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
19	Kohler	No Bid	Cherry Valley Tractor Sales- 15% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
20	Kubota	Cherry Valley Tractor Sales- 15% discount	Cherry Valley Tractor Sales- 14% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
21	Land Pride	Cherry Valley Tractor Sales- 12% discount	Cherry Valley Tractor Sales- 15% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
22	Lely	No Bid	No Bid	No Bid	No Bid
23	Little Wonder	Cherry Valley Tractor Sales- 10% discount	Cherry Valley Tractor Sales- 10% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
24	Magnum	No Bid	No Bid	No Bid	No Bid
25	Mount-Meyers	No Bid	No Bid	No Bid	No Bid
26	Myers	No Bid	No Bid	No Bid	No Bid
27	New Holland	No Bid	Cherry Valley Tractor Sales- 20% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
28	Pro-Tech	Cherry Valley Tractor Sales- 15% discount	Cherry Valley Tractor Sales- 15% discount	Cherry Valley Tractor Sales-5% discount	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium

July 2019

Board of Trustees Minutes Attachment 4902K

RESOLUTION NO. FY2020-06

#	BRAND	EQUIPMENT Discount %	OEM PARTS & ATTACHMENTS Discount %	NON-OEM PARTS & ATTACHMENTS Discount %	Hourly Repair Rates
29	Ransome	Cherry Valley Tractor Sales- 15% discount	Cherry Valley Tractor Sales- 10% discount	No Bid	Cherry Valley Tractor Sales:\$95.00 Regular \$95.00 OT \$95.00 Premium
30	Red Max	Cherry Valley Tractor Sales- 10% discount	Cherry Valley Tractor Sales- 15% discount	No Bid	Cherry Valley Tractor Sales:\$95.00 Regular \$95.00 OT \$95.00 Premium
31	Ryan	Cherry Valley Tractor Sales- 10% discount	Cherry Valley Tractor Sales- 10% discount	No Bid	Cherry Valley Tractor Sales:\$95.00 Regular \$95.00 OT \$95.00 Premium
32	Sweepster	No Bid	Cherry Valley Tractor Sales- 5% discount	No Bid	Cherry Valley Tractor Sales:\$95.00 Regular \$95.00 OT \$95.00 Premium
33	Tecumseh	No Bid	No Bid	No Bid	No Bid
34	Tomberlin	No Bid	No Bid	No Bid	No Bid
35	Wacker	No Bid	No Bid	No Bid	No Bid
36	Western	No Bid	No Bid	No Bid	No Bid
37	Woods	Cherry Valley Tractor Sales- 10% discount	Cherry Valley Tractor Sales- 10% discount	Cherry Valley Tractor Sales-10% discount	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
38	York	No Bid	No Bid	No Bid	No Bid
39	OTHER Mfr. (list here): Alamo	Cherry Valley Tractor Sales- 15% discount	Cherry Valley Tractor Sales- 15% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
39	OTHER Mfr. (list here): Toro	Turf Equipment & Supply Co., Inc.- MD- 20% discount	Turf Equipment & Supply Co., Inc.- MD- 5% discount	Turf Equipment & Supply Co., Inc.- MD- 0% discount	Turf Equipment & Supply Co., Inc.- MD- : \$102.00 Regular \$102.00 OT \$102.00 Premium
40	OTHER Mfr. (list here): Terrain King	Cherry Valley Tractor Sales- 15% discount	Cherry Valley Tractor Sales- 15% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium
41	OTHER Mfr. (list here): Carlton	Cherry Valley Tractor Sales- 5% discount	Cherry Valley Tractor Sales- -0-% discount	No Bid	Cherry Valley Tractor Sales: \$95.00 Regular \$95.00 OT \$95.00 Premium

July 2019

Individual Itemized Award Listing
For
Grounds Supplies, Landscaping/Turf Care Materials, Grounds Lawn
Equipment, Parts and Repairs
(Bid #FY19ITB-63)

Base Bid A:

SiteOne Landscape Supply for Items:
0% discount- delivery included; and

Base Bid B:

Britton Industries, Inc. for Items:
A1, A2 and D7; and
SiteOne Landscape Supply for Items:
A4, E1, E2, E3, G1, G2 and G3; and

Base Bid C:

Cherry Valley Tractor Sales for Items:
#3, #5, #10, #14, #18 thru #21; #23, #27 thru #32, #37 and #39 thru #41.

RESOLUTION NO. FY2020-07

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
ENVIRONMENTAL 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 publicly advertised bids for **Environmental Services**, Bid #FY19ITB-64, were received and are attached below under “Bid Responses”; and

WHEREAS, it is the recommendation of, Michael Calabrese, Building Operations Manager, Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services and that the Board of Trustees 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 that funding is subject to the availability of funds on an as-needed basis in account #164690-61209; and

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY19ITB-64** for **Environmental Services** be and is hereby **AWARDED** to Pennoni Associates, Inc. with terms commencing on **August 1, 2019** through **July 31, 2021** pursuant to the terms and conditions for the bid and rejects all other bids; and

ALSO, 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 Pennoni Associates, Inc. as identified above. These environmental services are required on an as-needed basis during the period of August 1, 2019 through July 31, 2021. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

July 2019

Board of Trustees Minutes Attachment 4902K

RESOLUTION NO. FY2020-07

Bid Responses
For Environmental Services
(Bid #FY19ITB-64)

Category	Per Sample	BrinkerHoff, Manasquan, NJ		Environmental Design, Inc, Pennsauken, NJ		Lewis Consulting Group Manasquan, NJ		Pennoni Associates, Inc. Philadelphia, PA		TTI Environmental, Inc., Moorestown, NJ	
Section 1 Hourly Rates	Per Sample	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2
1. Asbestos Analysis	Per Sample										
1.1	Per Sample	\$27.50	\$28.75	\$15.00	\$15.00	\$45.00	\$45.00	\$11.55	\$11.55	\$24.00	\$24.00
1.2	Per Sample	\$10.95	\$11.45	\$9.25	\$9.25	\$25.00	\$25.00	\$9.65	\$9.65	\$12.00	\$12.00
1.3	Per Sample	\$8.15	\$8.51	\$7.25	\$7.25	\$15.00	\$15.00	\$7.10	\$7.10	\$10.00	\$10.00
1.4	Per Sample	\$73.75	\$77.00	\$56.00	\$6.00	\$65.00	\$65.00	\$72.00	\$72.00	\$85.00	\$85.00
1.5	Per Sample	\$55.25	\$58.00	\$55.00	\$55.00	\$50.00	\$50.00	\$35.25	\$35.25	\$60.00	\$60.00
1.6	Per Sample	\$20.50	\$21.50	\$10.65	\$10.65	\$45.00	\$45.00	\$7.70	\$7.70	\$13.00	\$13.00
1.7	Per Sample	\$9.60	\$10.00	\$7.50	\$7.50	\$25.00	\$25.00	\$7.20	\$7.20	\$11.00	\$11.00
1.8	Per Sample	\$103.00	\$107.50	\$73.00	\$73.00	\$180.00	\$180.00	\$68.00	\$68.00	\$110.00	\$110.00
1.9	Per Sample	\$62.50	\$65.00	\$56.00	\$56.00	\$150.00	\$150.00	\$57.00	\$57.00	\$75.00	\$75.00
1.10	Per Sample	\$52.25	\$55.00	\$40.25	\$40.25	\$65.00	\$65.00	\$47.00	\$47.00	\$65.00	\$65.00
2. IAQ Analy sis	Per Sample										
2.1	Per Sample	\$63.75	\$66.75	\$60.00	\$60.00	\$78.00	\$78.00	\$60.00	\$60.00	\$130.00	\$130.00
2.2	Per Sample	\$44.00	\$46.00	\$48.00	\$48.00	\$40.00	\$40.00	\$45.00	\$45.00	\$75.00	\$75.00
2.3	Per Sample	\$50.75	\$53.00	\$60.00	\$60.00	\$68.00	\$68.00	\$60.00	\$60.00	\$130.00	\$130.00
2.4	Per Sample	\$41.75	\$43.75	\$48.00	\$48.00	\$35.00	\$35.00	\$45.00	\$45.00	\$65.00	\$65.00
2.5	Per Sample	\$60.50	\$63.25	\$40.00	\$40.00	\$150.00	\$150.00	\$40.00	\$40.00	\$100.00	\$100.00
3. Lead Based Pain Analysis	Per Sample										
3.1	Per Day	\$200.00	\$200.00	\$100.00	\$100.00	\$300.00	\$300.00	\$-0-	\$-10-	\$150.00	\$150.00
3.2	Per Sample	\$13.75	\$14.20	\$8.00	\$8.00	\$12.00	\$12.00	\$9.00	\$9.00	\$15.00	\$15.00
4. Personal (Estimated Quantity -1)	Per Hour										
4.1	Per Hour	\$150.00	\$150.00	\$120.00	\$120.00	\$125.00	\$125.00	\$210.00	\$210.00	\$110.00	\$110.00
4.2	Per Hour	\$130.00	\$130.00	\$105.00	\$105.00	\$110.00	\$110.00	\$140.00	\$140.00	\$95.00	\$95.00
4.3	Per Hour	\$135.00	\$135.00	\$105.00	\$105.00	\$180.00	\$180.00	\$125.00	\$125.00	\$110.00	\$110.00
4.4	Per Hour	\$95.00	\$95.00	\$70.00	\$70.00	\$130.00	\$130.00	\$100.00	\$100.00	\$75.00	\$75.00
4.5	Per Hour	\$95.00	\$95.00	\$65.00	\$65.00	\$125.00	\$125.00	\$90.00	\$90.00	\$75.00	\$75.00
4.6	Per Hour	\$65.00	\$65.00	\$18.00	\$18.00	\$65.00	\$65.00	\$70.00	\$70.00	\$65.00	\$65.00
4.7		\$-0Per Event	\$-0-	None	None	\$-0-		\$-0-	\$-0-	\$-0\$-0-	\$-0-
4.8	Per Hour	\$135.00	\$135.00	\$95.00	\$95.00	\$125.00	\$125.00	\$140.00	\$140.00	\$85.00	\$85.00
4.9	Per Meeting	\$300.00	\$300.00	\$240.00 minimum	\$240.00 minimum	\$500.00	\$500.00	\$420.00	\$420.00	\$200.00	\$200.00
4.10	Per Hour	\$95.00	\$95.00	\$75.00	\$75.00	\$115.00	\$115.00	\$125.00	\$125.00	\$75.00	\$75.00

July 2019

Board of Trustees Minutes Attachment 4902K

RESOLUTION NO. FY2020-07

5. Standard Reports (Estimated Quantity -1)											
5.1	Each Per Report	\$600.00	\$600.00	\$300.00	\$300.00	\$1865.00	\$1865.00	\$140.00	\$140.00	\$300.00	\$300.00
5.2	Each Per Report	\$400.00	\$400.00	\$250.00	\$250.00	\$1105.00	\$1105.00	\$280.00	\$280.00	\$300.00	\$300.00
5.3	Per Report	\$600.00	\$600.00	\$300.00	\$300.00	\$995.00	\$995.00	\$380.00	\$380.00	\$300.00	\$300.00
5.4	Per Report	\$1,100.00	\$1,100.00	\$475.00	\$475.00	\$1515.00	\$1515.00	\$800.00	\$800.00	\$1500.00	\$1500.00
5.5	Per Report	\$550.00	\$550.00	\$300.00	\$300.00	\$995.00	\$995.00	\$280.00	\$280.00	\$300.00	\$300.00
5.6	Per Report	\$800.00	\$800.00	\$350.00	\$350.00	\$1245.00	\$1245.00	\$280.00	\$280.00	\$600.00-2400.00	\$600.00-2400.00
5.7	Per Report	\$500.00	\$500.00	\$300.00	\$300.00	\$995.00	\$995.00	\$280.00	\$280.00	\$300.00	\$300.00
5.8	Per Permit	\$500.00	\$500.00	Cost, per jurisdiction	Cost, per jurisdiction	\$350.00	\$350.00	\$280.00	\$280.00	\$150.00	\$150.00
5.9	Per CO	\$350.00	\$350.00	Cost, per jurisdiction	Cost, per jurisdiction	\$535.00	\$535.00	\$280.00	\$280.00	N/A	N/A
6. Standard Equipment (Estimated Quantity -1)											
6.1	Per Day	\$75.00	\$75.00	\$60.00	\$60.00	\$130.00	\$130.00	\$60.00	\$60.00	\$125.00	\$125.00
6.2	Per Day	\$-0-	\$-0-	None	None	\$25.00	\$25.00	\$10.00	\$10.00	\$75.00	\$75.00
6.3	Per Day	\$80.00	\$80.00	\$100.00	\$100.00	\$110.00	\$110.00	\$10.00	\$10.00	\$75.00	\$75.00
6.4	Per Day	\$-0-	\$-0-	\$100.00	\$100.00	\$130.00	\$130.00	\$10.00	\$10.00	\$25.00	\$25.00
6.5	Per Day	\$-0-	\$-0-	None	None	\$15.00	\$15.00	\$10.00	\$10.00	\$95.00	\$95.00
7. Training (Estimated Quantity -1)											
7.1	Per Class	\$1000.00	\$1000.00	\$350.00	\$350.00	\$1500.00	\$1500.00	\$400.00	\$400.00	\$500.00	\$500.00
7.2	Per Class	\$3000.00	\$3000.00	\$800.00	\$800.00	\$2500.00	\$2500.00	\$1400.00	\$1400.00	\$2500.00	\$2500.00
7.3	Per Class	\$3500.00	\$3500.00	\$800.00	\$800.00	\$3000.00	\$3000.00	\$1400.00	\$1400.00	\$2500.00	\$2500.00

RESOLUTION NO. FY2020-08

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR
OPHTHALMIC EQUIPMENT - PERKINS FY2020**

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 **Ophthalmic Equipment - Perkins FY2020**, Bid #FY20ITB-03, was received and is attached below under “Bid Response”; and

WHEREAS, it is the recommendation of Daniel Banks, Director of Ophthalmic Science, Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to award a contract as identified on the attached Bid Response as being respectively the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified 100% funding from the State of New Jersey Carl D. Perkins grant is contingent upon the approval of funding for the State of New Jersey Carl D. Perkins grant in accounts #516672-62624 and #516672-67204.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-03 for Ophthalmic Equipment - Perkins FY2020** be and is hereby **AWARDED** to **Lombart Brothers, Inc. d/b/a Marco Ophthalmic** for this contract in the amount of **\$24,717.00**; and

ALSO, 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 for Ophthalmic Equipment - Perkins FY2020 to the lowest responsive bidder noted as to **Lombart Brothers, Inc. d/b/a Marco Ophthalmic** for this contract in the amount of **\$24,717.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-08

Bid Response
for
Ophthalmic Equipment - Perkins FY2020
(Bid #FY20ITB-03)

Bidder	Total Bid
Lombart Brothers, Inc. d/b/a Marco Ophthalmic Jacksonville, FL	\$24,717.00

**RESOLUTION AUTHORIZING A SHARED SERVICE AGREEMENT BY THE
COLLEGE WITH THE COUNTY OF CAMDEN FOR THE MANAGEMENT OF FOOD
AND VENDING SERVICES AT CAMDEN CITY HALL**

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 also pursuant to N.J.S.A. 18A:64A-12(j), the Board of Trustees of Camden County College is empowered to enter into agreements with other governmental bodies deemed necessary or advisable by the Board of Trustees; and

WHEREAS, the County of Camden (“County”) and Camden County College (“College”) have for many years committed to the Transformation Initiative which in part seeks to identify economies and efficiencies in the operations of government that will increase efficiency and thereby reduce the tax burden on County taxpayers and improve the effectiveness of services for County residents; and

WHEREAS, the College currently has a long-term agreement for food services and vending with Sodexo which specifically allows for the addition of individual and satellite sites, and the County is in need of food and vending management services with a proven and reliable vendor; and

WHEREAS, Sodexo has agreed and amended the capability of providing such services to the County for one (1) year commencing on or around July 1, 2019 through June 30, 2020, with two (2) one-year options to renew for a flat management fee of \$25,000.00 to be paid in monthly increments; and

WHEREAS, the County has, by Resolution, asked the College and authorized a Shared Service Agreement for the oversight management by the College of such Sodexo services; and the County will reimburse the College monthly for the above referenced monthly portion of the annual Sodexo management fee of \$2,083.33 payable on a monthly basis with the expectation that the College not incur additional costs; and the Board had previously authorized the College to enter in a Shared Services Agreement with the County for one year effective July 1, 2019; and

WHEREAS, it is the recommendation of Maris Kukainis, Executive Director of Financial Administrative Services, to enter into this Shared Services Agreement for one (1) year commencing on or around July 1, 2019 through June 30, 2020, with two (2) one-year options to renew; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College is hereby authorized to enter into a Shared Services Agreement with the County of Camden to provide management, food and vending services in City Hall lobby through its contract with Sodexo for one (1) year commencing on or around July 1, 2019 through June 30, 2020, with two (2) one-year options to renew; and

RESOLUTION NO. FY2020-09

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

SUMMARY STATEMENT

This resolution authorizes the College to enter into a Shared Services Agreement with the County of Camden for one (1) year commencing on or around July 1, 2019 through June 30, 2020, with two (2) one-year options to renew for oversight management of the County of Camden's food and vending service requirements at Camden City Hall.

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE SODEXO OPERATIONS,
LLC AGREEMENT FOR FOOD AND VENDING SERVICES**

WHEREAS, purchasing and contracting by Camden County College is governed by N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.5 was permitted to be awarded without public advertising and bidding since the materials and services hereof are exempt from public bidding pursuant to N.J.S.A. 18A:64A-25.5 (a) (7); and the Board on April 3, 2018, awarded a Fair and Open contract for Food, Food Services and Vending Services to Sodexo Operations, LLC for cafeteria, vending and food services at all sought College locations with terms commencing July 1, 2018 through June 30, 2023 (FY2018-157); and

WHEREAS, the County is in need of a reliable, experienced food vendor and is interested in utilizing “Sodexo” food and vending services on the Lobby floor of the Camden City Hall building; and Sodexo has the capability of providing such services and is willing to add that additional site on our current agreement for one (1) year commencing on or around July 1, 2019 through June 30, 2020, with two (2) one-year options to renew for a flat management fee of \$25,000.00 for the year as an amendment and payable in monthly increments; and

WHEREAS, the County approved a separate Shared Services Agreement with the College for the oversight management of such services; and the County will reimburse the College on a monthly basis for all additional Sodexo fees attributable with the understanding that the College will not incur additional unreimbursed costs; and the time period for this Shared Service Agreement is one (1) year commencing on or around July 1, 2019 through June 30, 2020, with two (2) one-year option to renew; and

WHEREAS, the Board (FY2019-207) previously authorized the College to amend its current Sodexo contract (FY2018-157) for the use of Sodexo food and vending services at Camden City Hall for \$25,000.00 for the term of July 1, 2019 to June 30, 2020; and

WHEREAS, it is the recommendation of Maris Kukainis, Executive Director of Financial Administrative Services, to amend the current Sodexo contract to provide for such services at this additional site for one (1) year commencing on or around July 1, 2019 through June 30, 2020, with two (2) one-year options to renew .

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College is hereby authorized to amend its current Sodexo contract (FY2018-157) for the use of Sodexo food and vending services at Camden City Hall for a monthly payment constituting \$25,000.00 for the term of one (1) year commencing on or around July 1, 2019 through June 30, 2020, with two (2) one-year options to renew, 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 to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution authorizes the College to amend its current Sodexo contract (FY2018-157) for the use of Sodexo food and vending services at Camden City Hall for \$25,000.00 for the term of one (1) year commencing on or around July 1, 2019 through June 30, 2020, with two (2) one-year options to renew.

RESOLUTION NO. FY2020-11

RESOLUTION AMENDING AGREEMENT WITH RUTGERS, THE STATE UNIVERSITY, DIVISION OF CONTINUING STUDIES, FOR A SHARED SERVICE AGREEMENT AND FACILITIES USE LICENSE

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

WHEREAS, Camden County College (CCC) has a mutually beneficial relationship with Rutgers-The State University of New Jersey; and

WHEREAS, Rutgers University's Division of Continuing Studies (DCS) wishes to enter into a Shared Services Agreement with CCC for a Facilities Use License for the utilization of space on Blackwood Campus; and

WHEREAS, Rutgers University wishes to operate a Division of Continuing Studies (DCS) program in approximately 1,585 dedicated square feet located in CIM Office Suite 301 and CIM 203 Computer lab; and

WHEREAS, CIM 203 lab would be available for all Rutgers students, including RBHS – School of Health Professions and School of Nursing; and

WHEREAS, Rutgers DCS agrees to pay the College an annual total amount of Forty-Eight Thousand Five Hundred Sixty Two Dollars (\$48,562), payable in twelve monthly installments; and

WHEREAS, The Executive Vice President for Academic & Student Affairs, David Edwards, and the Executive Director of Finance and Planning, Helen Antonakakis, recommend entering into this agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Camden County College that it hereby authorizes the College to participate in a Shared Services Agreement and Facilities Use License with Rutgers University's Division of Continuing Studies and to amend the current agreement for the period July 1, 2019 to June 30, 2020 and hereby amends Resolution No. FY2019-162 so as to amend the agreement dates so as to become from August 5, 2019 to August 4, 2021.

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 negotiation of a Shared Services Agreement and Facilities Use License with Rutgers University's Division of Continuing Studies for the period August 5, 2019 to August 4, 2021 at a total rate of \$48,562 for 1,585 square feet of space at CIM Office Suite 301 and CIM 203 Computer Lab.

**RESOLUTION AMENDING THE AWARD OF THREE SEPARATE CONTRACTS FOR:
STUDENT SPORTS ACCIDENT; CATASTROPHIC SPORTS INJURY; AND
INTRAMURAL SPORTS INSURANCES**

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 under the County College Contracts Law, purchases and contracts for materials and services identified in N.J.S.A. 18A:64A-25.5 are permitted to be awarded without public advertising and bidding; and

WHEREAS, the materials and/or services which are the subject hereof are exempt from public advertising and bidding pursuant to N.J.S.A. 18A:64A-25.5 a.(11); and in any case the amount involved is below the amount required to be bid; and

WHEREAS, the College has determined it appropriate and in the best interest of the College and of its student athletes to obtain sports accident and catastrophe insurance coverage for the College's student athletes and intramural sport participants; and

WHEREAS, on behalf of the College, the College's designated insurance broker, Conner Strong & Buckelew, solicited competitive quotes for coverage from insurance managers and asked that they seek quotes through different carriers, and based on the College's current level of coverage and cost; and

WHEREAS, the process for evaluation and selection of the insurer complies with the process for extraordinary un-specifiable services in that procedures were consistent with the public quote process to the greatest extent possible; pursuant to N.J.S.A.18A:64A-25.19 , the award of each of these separate coverages whether alone or together are below the bid threshold and therefore may properly be awarded on the basis of the lowest responsible quote which is deemed most advantageous to the County college price and other factors considered; and

WHEREAS, for the Sports Accident coverage, each carrier is providing the same limit of \$25,000 and program structure; and the Catastrophic Sports Accident Coverage proposed by the incumbent maintains the same limit of \$5,000,000 /\$25,000 deductible and program structure; and

WHEREAS, Conner Strong & Buckelew concludes that Bob McCloskey Insurance offers the best services, administration, and coverage and the lowest responsible quote for Sports Accident/Intramural/Catastrophic Sports at an increase of \$9,750 over last year, and that the most competitive quote with all coverages placed through Arch Insurance Company and US Fire Insurance Company; and

WHEREAS, that Edward Cooney, Vice President/ Account Executive of Conner Strong & Buckelew, recommend awarding the contract to Arch Insurance Company and US Fire Insurance Company for all the Sports Accident Insurances for a one year period from 8/1/19 thru 8/1/20; and

WHEREAS, as a registered and authorized NJ insurance company Arch Insurance Company and US Fire Insurance Company are exempt from the requirements and prohibited from political contributions, and the College has a need to acquire these insurance services as an insurance contract; and

WHEREAS, it is the desire of the Board of Trustees of Camden County College to award a award a contract for Student Sports Accident/Catastrophic Sports insurance to Arch Insurance Company and US Fire Insurance Company in accordance with the terms as stated; and

WHEREAS, the Executive Director of Finance has certified that funding for this action is available in account #157662-64414; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Camden County College that the College is hereby authorized thru its Broker to enter into a contract with Arch Insurance Company for the Sports Accident Insurance – Inter Collegiate Sports (ICS) for a one year period from 8/1/19 thru 8/1/20 in the amount of \$34,000; and to Arch Insurance Company for Sports Accident Intramural in the amount of \$2,500 for a one year period from 8/1/19 thru 8/1/20 **(previously stated as being written by US Fire Insurance Company)** and the Catastrophic Sports Accident Insurance in the amount of \$5,750 to US Fire Insurance Company for a one year period from 8/1/19 thru 8/1/20; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to sign and execute such purchase orders, contracts, or other instruments as may be necessary and appropriate in connection therewith, and to sign and issue checks or other payment vouchers for payment therefore, when such materials and/or services have been delivered and accepted by Camden County College in accordance with the terms of quotes received by Insurance Broker, Conner Strong & Buckelew.

SUMMARY STATEMENT

This resolution authorizes procurement of insurances through our Broker by having them bind a contract for Sports Accident Insurance – Inter Collegiate Sports (ICS) with Arch Insurance Company in the amount of \$34,000 and Intramural in the amount of \$2,500; and with US Fire Insurance Company for Catastrophic Sports Accident Insurance in the amount of \$5,750 all of which are for one year periods from 8/1/19 thru 8/1/20.

RESOLUTION NO. FY2020-13

**RESOLUTION ADOPTING AN UPDATED CAFETERIA BENEFIT PLAN FOR THE COLLEGE
PURSUANT TO SECTION 125 OF THE IRS CODE**

WHEREAS, the Board of Trustees of Camden County College is a public entity and a body politic of the State of New Jersey created pursuant to New Jersey Statutes 18A:64A-1, et seq.; and the College has the authority to provide for the orderly and efficient operation of the College, its finances, and to employ and compensate employees; and to provide for compensation and benefits of its employees pursuant to New Jersey statutes and its enabling act and authorizing agreement; and

WHEREAS, the College had, in prior years, adopted a Section 125 Cafeteria Plan in order to permit employees to make or allow deductions prior to calculations of income tax under the IRS code; and

WHEREAS, subsequent to that the State of New Jersey passed legislation requiring mandated healthcare premium contributions from employees of the College and which were deducted in accordance with the Section 125 Plan adopted by the College and that same year the State Legislature, by passage of P.L. 2011.c78, mandated that all NJ Public employers must make available to all employees a Flexible Spending Account Plan (FSA) along with increases in mandatory deductions from employees for healthcare and pension contributions in conjunction with broad ranging changes to the public employee pension and healthcare laws; and therefore amendments were made to comply with those obligations; and

WHEREAS, the College amended the 125 Plan as the State laws and as the IRS code was modified; and as it has been years since the last amendments were made, it was deemed prudent and appropriate for a review; and therefore Human Resources secured the professional services of financial accountants to draft an updated plan to ensure such comports with the present laws and the current practices of the College and its collective negotiations obligations; and that Revised Plan Document having been prepared and delivered by Bowman and Co;

WHEREAS, the College having this day met in open public meeting duly organized and advertised appeared in public session; and publicly considered and proceeded under the Open Public Meetings Act after allowing for public comment;

NOW, THEREFORE BE IT SO RESOLVED by the Trustees that the Section 125 Plan as amended and attached hereto is hereby adopted by the College, and so replaces those Plans and amendments previously adopted and currently in place; and

THEREFORE BE IT FURTHER RESOLVED that the College staff is hereby directed to make said changes and in accordance there with take all actions necessary and execute documents as necessary to effectuate the intent of the Trustees by the adoption of this Resolution.

SUMMARY STATEMENT

The College has for years, and at least since 2002 provided an IRS "Cafeteria" Plan under section 125 of the IRS Code. The current benefit plans are paid and contributed to in pre-tax dollars, including Flexible Spending Accounts (FSA). In 2010, when the N.J. Legislature passed P.L.2011. c78 (a/k/a Chapter 78) mandating increased employee contributions to insurance and pensions, that same legislation mandated that such deductions be done in pre-tax dollars and that N.J. public employers offers FSA's. The employer saves 6-9% in matching taxes on every employee \$1 deferred from being taxed by use of pre-tax deductions.

CAMDEN COUNTY COLLEGE

CAFETERIA PLAN

**REVISED
JANUARY 1, 2019**

CAMDEN COUNTY COLLEGE

CAFETERIA PLAN

TABLE OF CONTENTS

INTRODUCTION.....	1
Article I – DEFINITIONS	1
Article II – PARTICIPATION	3
Article III - BENEFITS	3
Article IV - ADMINISTRATION OF PLAN	7
Article V - AMENDMENT AND TERMINATION OF PLAN	8
Article VI - MISCELLANEOUS PROVISIONS	8
Schedule A – OPT-OUT PROVISION.....	10
Schedule B - MEDICAL FLEXIBLE SPENDING ACCOUNT.....	11
Schedule C – DEPENDENT CARE ASSISTANCE PLAN	12

Flexible Benefit Plan

Introduction

Purpose of Plan

The purpose of this Plan is to allow employees of Camden County College to choose between certain Benefits provided by the Camden County College.

Legal Status

This Plan is intended to qualify as a "cafeteria plan" under Section 125 of the Internal Revenue Code of 1986, as amended, and is to be interpreted in a manner consistent with the requirements of Section 125.

The Health FSA Component is intended to qualify as a medical reimbursement plan and the Medical Care Expenses reimbursed thereunder are intended to be eligible for exclusion from participating Employees' gross income under Code § 105(b). The DCAP Component is intended to qualify as a "Dependent Care Assistance Program" under Code § 129, and the Dependent Care Expenses reimbursed thereunder are intended to be eligible for exclusion from participating Employees' gross income under Code § 129(a).

Although combined within this document, the Health FSA Component and the DCAP Component are separate plans for purposes of administration and all reporting and nondiscrimination requirements imposed by Code §§ 105 and 129. The Health FSA Component is also a separate plan for purposes of applicable provisions of ERISA and COBRA.

Article I Definitions

Whenever used herein, the following terms have the following meanings unless a different meaning is clearly required by the context:

1.1. "Administrator" means the Camden County College or such other person or committee as may be appointed from time to time by the College to supervise the administration of the Plan.

1.2. "Code" means the Internal Revenue Code of 1986, as amended from time to time.

1.3 "Benefits" means cash compensation and the Qualified Benefits available from time to time under the Plan.

1.4 "Benefit Credits" means the amount set aside for Benefits under Section 3.1 and credited to the Participants' Spending Account(s).

1.5 "Compensation" means earned income, salary, wages, fees, commissions, overtime, bonuses, tips, and all other earnings of a Participant, reportable on Form W-2 for the Plan Year, and subject to Federal, Social Security, and State income tax, including amounts contributed by an Employee to the Plan, but excluding all other contributions to any other plan sponsored by the College, and all other forms of compensation.

1.6 "Compensation Reduction Agreement" means a voluntary agreement whereby an Employee agrees to reduce his Compensation for the forthcoming Plan Year (or, if the agreement becomes effective after the beginning of the Plan Year, for the balance of the Plan Year), for purposes of obtaining the Qualified Benefits offered by the Plan.

1.7 "Dependent" means any individual who is a tax dependent of the Participant as defined in Code § 152. Notwithstanding, the Health FSA Component will provide benefits in accordance with the applicable requirements of any Qualified Medical Child Support Order, even if the child does not meet the definition of "Dependent".

1.8 "Effective Date" means January 1, 2019.

1.9 "Employee" means any person who is regularly compensated by the College in the conduct of its business, except independent contractors.

1.10 "Participant" means any Eligible Employee who has met the conditions for participation set forth in Article II.

1.11 "Key Employee" means any person who is a key employee, as defined in section 416(i) (1) of the Code, with respect to the Company.

1.12 "College" means Camden County College and any other business organization that succeeds to its business and elects to continue the Plan that adopts this Plan with the consent of the College.

1.13 "Plan" means the Camden County College Cafeteria Plan as set forth herein, together with any and all amendments and supplements hereto.

1.14 "Plan Year" means the period beginning on the Effective Date and ending on December 31st, and the 12-month period ending on each December 31st, each year thereafter.

1.15 "Spending Account(s)" means the account(s) established as provided under Section 3.1 in the Participant's name and which is used to record the allocation of Benefits Credits and their expenditure for Qualified Benefits.

1.16 "Default Election" is Premium Conversion only.

Article II

Participation

2.1. Commencement of participation. Eligible employees must be a regular full-time College employees to participate. New employees are eligible to participate 60 days from date of hire. An Employee will become a Participant on the later of (a) the Effective Date for Medical and Rx or (b) the first day-of the month following the date he or she becomes eligible to participate under the preceding sentence.

2.2. Cessation of participation. A Participant will cease to be a Participant as of the earlier of (a) the date on which the Plan terminates or (b) the date on which he or she ceases to be an Employee eligible to participate under Section 2.1.

2.3. Reinstatement of former Participant. A former Participant will become a Participant again if and when he or she meets the eligibility requirements of Section 2.1.

Article III

Benefits

3.1. Election Benefits. Each Eligible Employee shall submit to the Employer before the close of the Enrollment Period for each Plan Year, a written statement identifying the Benefits to be provided by the Employer to the Eligible Employee, and the portion of the Eligible Employee's anticipated Benefit Credits for the Plan Year that may be applied to provide each Benefit. If the Participant's Benefit Credits actually exceed the sum of amounts allocated to provide Qualified Benefits available under the Plan, the Participant shall be deemed to have allocated such excess to the provision of additional cash Compensation. Each election under this Section 3.2 may be modified by the Employer to the extent required to enable the Plan, and payments hereunder, to satisfy the requirements of Section 125 of the Code.

3.2. Benefit Credits. There shall be credited to each Participant's Spending Account(s) those Benefit Credits that correspond to the Participant's Compensation reduction amount under Compensation Reduction Agreement. Such contribution shall not exceed the amount set forth by the Employer. The Participant's Benefit Credits shall be credited when the Participant's Compensation is reduced, pursuant to the Compensation Reduction Agreement then in effect. The Benefit Credits shall be allocated in accordance with the Benefits the Participant has designated pursuant to Article 3.1.

The amount of benefits actually provided to or for the benefit of any Participant shall be a charge to the balance of his Spending Account(s).

3.3. Election procedure. Approximately 30 days before the commencement of each Plan Year, the Administrator shall provide one or more written election forms and compensation reduction agreements to each Participant and to each other individual who is expected to become a Participant at the beginning of the Plan Year. The election forms shall be effective as of the first day of the Plan Year. Each Participant who desires benefit coverage described in Section 3.1 for the Plan Year shall so specify on the appropriate election form and shall agree to a reduction in his or her compensation. Each election form must be completed and returned to the Administrator on or before such date as the Administrator shall specify, which date shall be no later than the beginning of the first pay period for which the Participant's compensation reduction agreement will apply.

3.4. Nature of Participant Spending Account(s). No money shall actually be allocated to any Spending Account(s); any such Spending Account(s) shall be of a memorandum nature, maintained by the Plan Administrator for accounting purposes. No interest will be credited to or paid amounts credited to a Spending Account(s).

3.5. Provision of Benefits.

(a) Pre-tax Health Insurance Premiums (Premium Conversion)

From the effective date of the Plan and for so long as this Plan is continued, the College shall permit each Participant of the Plan to pay their share of Medical Insurance premiums by reducing their salaries out of pre-tax dollars. Each Participant may elect to receive all or a part of this Health Benefit as a taxable Benefit by filing an election form.

(b) Opt Out Plan

A Participant who is eligible for Medical, Prescription and/or Dental may elect to Opt-Out of the program and participate in the In-Lieu-Of Payment Program. The determination of coverage level and in-lieu payment date and amount shall be in accordance with Company policy and is outlined in Schedule A.

(c) Medical Spending Account Plan.

Benefits under this Plan shall take the form of reimbursement by the Employer for Eligible Medical, Dental, Vision and Prescription expenses incurred by a Participant during the Plan Year. The eligible expenses under this plan are similar to those listed in IRS publication 502, although there are some exceptions. Some are the same expenses that taxpayers who itemize their personal tax returns may deduct if the total of the expenses exceeds 10% of adjusted gross income although there are some exceptions.

A Participant shall be entitled to benefits under this Plan in an amount that does not exceed his Benefit Credits. Eligible Medical, Dental, Vision and Prescription expenses shall be reimbursed up to the amount of a Participant's Benefit Credits for a Plan Year. Each payment hereunder shall be a charge to the Participant's Benefit Credits. A Participant's Benefit Credits under this Plan shall be uniformly available throughout the Plan Year.

The Employer's payment of benefits under this plan for any Plan Year will be limited to the lesser of (i) the Participant's Eligible Medical, Dental, Vision and Prescription expenses for the year, or (ii) the Participant's Benefit Credits. A Participant may not receive reimbursement for Eligible Medical, Dental, Vision and Prescription expenses incurred by him for the Plan Year in excess of the amount set forth in Schedule B. Any Participant who has not elected under the procedures described in Article II to receive Benefit Credits will be assumed to have elected cash Compensation, and his Compensation will not be reduced to cover the payment of non-cash Benefit Credits under this Plan.

A Participant shall receive no reimbursement for Benefit Credits that are elected but unused during a Plan Year. Claims must be submitted for reimbursement thirty (30) days after the end of the Plan Year. Any amounts left over after the Plan Year will be returned to the Employer and used to offset administrative expenses. No money will be returned to participants.

A Participant who takes an unpaid leave of absence under the Family and Medical Leave Act of 1993 ("FMLA Leave") and who elects to continue participation under this Plan shall be responsible for making the required contributions under the medical savings account during the period of the FMLA Leave. The Plan Administrator in its sole discretion shall determine the manner in which such payments are made among the following alternatives:

- (1) Prepayment: The Participant may prepay the contributions due during the FMLA Leave period. Prepayment may not be required as a condition to remaining in the Plan, and prepayment may not be the sole method of making contributions hereunder.
- (2) Pay-As-You-Go: The contributions due during the FMLA Leave may be paid based on the same schedule as payments would have been due if the Participant had not been on FMLA Leave, on the same schedule as COBRA payments are made, under the Employer's existing rules for payment by employees on leave without pay, or on any other schedule voluntarily agreed upon by the Plan Administrator and the Participant.
- (3) Catch-Up Option: The Employer may advance the contributions on behalf of the Participant, and may recoup such contributions upon the Participant's return to employment. The "Catch-Up Option" shall be applied in a manner consistent with Prop. Treas. Sec. 1.125-3.

Prepayment may be made from salary, vacation pay or sick pay, to the extent permitted by applicable law. The Prepayment Option and Catch-Up Option may not be offered without also offering the Pay-As-You-Go Option.

(d) Dependent Care Spending Account Plan.

Benefits under this Plan shall take the form of reimbursement by the Employer for Eligible Expenses incurred by a Participant during the Plan Year. A Participant shall be entitled to benefits under this Plan only for Eligible Expenses incurred while a Participant.

A Participant shall be entitled to benefits under this Plan in an amount that does not exceed his Benefit Credits. No Eligible Expense shall be reimbursed to the extent that the expense exceeds such amount. Each payment hereunder shall be a charge to the Participant's Benefit Credits.

The Participant may not receive reimbursement for Eligible Dependent Care Assistance Expenses incurred by him or her for the Plan Year in excess of the amount set forth in Schedule C attached. No benefit will be provided under this Plan to the extent dependent care assistance expenses for a calendar year exceed the lesser of (i) the amount in the employee's dependent care spending account for the year for which reimbursement is requested; (ii) the employee's earned income for the year; or (iii) \$5,000 (\$2,500 if married and filing a separate tax return).

A Participant shall receive no reimbursement for Benefit Credits which are elected but unused during a Plan Year. Any amounts left over after the Plan Year will be returned to the Employer and used to offset administrative expenses. No money will be returned to participants.

3.6. Failure to return election forms. A Participant's failure to return a completed election form to the Administrator on or before the specified due date for the initial Plan Year of the Plan, or for the Plan Year in which he or she becomes a Participant, shall constitute a Default Election as defined in Article 1.17 above.

3.7. Irrevocability of election by the Participant during the Plan Year.

(a) Any election made under the Plan (including an election made through inaction under Section 3.3) shall be irrevocable by the Participant during the Plan Year except as otherwise provided in (b) or (c) below.

(b) A Participant may revoke an election in writing for the balance of the Plan Year and, if desired, file a new election in writing if both the revocation and the new election are: 1) consistent with the terms of the original election, and 2) made on account of and consistent with a change in status and/or loss of alternate coverage.

For this purpose, a change in status includes the marriage or divorce of the Participant, the death of the Participant's spouse or a dependent, the birth or adoption of a child of the Participant, the termination or commencement of employment of the Participant's spouse, the switching from part-time to full-time employment status (or vice versa) by the Participant or the Participant's spouse, the taking of an unpaid leave of absence by the Participant or the Participant's spouse, a significant change in the health coverage of the Participant or the Participant's spouse attributable to the spouse's employment, and such other events that the Administrator determines will permit the revocation of an election (and, if applicable, the filing of a new election) during a Plan Year under regulations and rulings of the Internal Revenue Service.

(c) In the case of coverage that is provided by an independent third-party provider, the administrator may permit all Participants electing such coverage for the Plan Year to revoke their elections and, if desired, file a new election in writing for the balance of the Plan Year if:

(1) the Participants' share of the cost of such coverage significantly increases as a result of a significant cost increase by the independent third-party provider, or

(2) such coverage ceases or is significantly curtailed.

(d) Any revocation and new election under this Article 3.4 shall be effective at such time as the Administrator shall prescribe, but not earlier than the first pay period beginning after the revocation and new election.

3.8. Changes by Administrator. If the Administrator determines, before or during any Plan Year, that the Plan may fail to satisfy for such Plan Year any nondiscrimination requirement imposed by the Code or any limitation on benefits provided to Key Employees, the Administrator shall take such action as the Administrator deems appropriate, under rules uniformly applicable to similarly situated participants, to assure compliance with such requirement or limitation. Such action may include, without limitation, a modification of elections by highly compensated Employees (as defined by the Code for purposes of the nondiscrimination requirement in question) or Key Employees without the consent of such Employees.

3.9. Automatic termination of election. Any election made under this Plan shall automatically terminate on the date on which the Participant ceases to be a Participant in the Plan. In the event such a former Participant again becomes a Participant before the end of the same Plan Year, the elections previously in effect for the Participant shall automatically be reinstated for the balance of the Plan Year.

3.10. Maximum elective contributions. The maximum amount of elective contributions under the Plan for any Participant shall be the amount set forth on Schedules A or B hereto, as amended from time to time pursuant to Article V.

3.11. Cessation of required contributions. Nothing in this Plan shall prevent the cessation of coverage or benefits under the Dependent Care Spending, or Medical Expense Spending Accounts in accordance with the terms of such plan, on account of a Participant's failure to pay the Participant's share of the cost of such coverage or benefits, through compensation reduction or otherwise.

Article IV

Administration of Plan

4.1. Plan Administrator. The administration of the Plan shall be under the supervision of the Administrator. It shall be a principal duty of the Administrator to see that the Plan is carried out, in accordance with its terms, for the exclusive benefit of persons entitled to participate in the Plan without discrimination among them. The Administrator will have full power to administer the Plan in all of its details, subject to applicable requirements of law. For this purpose, the Administrator's powers will include, but will not be limited to, the following College, in addition to all other powers provided by this Plan:

- (a) To make and enforce such rules and regulations as it deems necessary or proper for the efficient administration of the Plan;
- (b) To interpret the Plan, its interpretation thereof in good faith to be final and conclusive on all persons claiming benefits under the Plan;
- (c) To decide all questions concerning the Plan and the eligibility of any person to participate in the Plan;
- (d) To appoint such agents, counsel, accountants, consultants and other persons as may be required to assist in administering the Plan; and
- (e) To allocate and delegate its responsibility under the Plan and to designate other persons to carry out any of its responsibilities under the Plan, any such allocation, delegation or designation to be in writing.

Notwithstanding the foregoing, any claim that arises shall not be subject to review under this Plan, and the Administrator's College under this Section 4.1 shall not extend to any matter as to which an administrator under any such other plan is empowered to make determinations under such plan.

4.2. Examination of records. The Administrator will make available to each Participant such of its records under the Plan as pertain to the Participant, for examination at reasonable times during normal business hours.

4.3. Reliance on tables, etc. In administering the Plan, the Administrator will be entitled to the extent permitted by law to rely conclusively on all tables, valuations, certificates, opinions and reports which are furnished by, or in accordance with the instructions of accountants, counsel or other experts employed or engaged by the Administrator.

4.4. Nondiscriminatory exercise of College. Whenever, in the administration of the Plan, any discretionary action by the Administrator is required, the Administrator shall exercise its College in a nondiscriminatory manner so that all persons similarly situated will receive substantially the same treatment.

4.5. Indemnification of Administrator. The College agrees to indemnify and to defend to the fullest extent permitted by law any Employee serving as the Administrator or as a member of a committee designated as Administrator (including any Employee or former Employee who formerly served as Administrator or as a member of such committee) against all liabilities, damages, costs and expenses (including attorneys' fees and amounts paid in settlement of any claims approved by the College) occasioned by any act or omission to act in connection with the Plan, if such act or omission is in good faith.

Article V

Amendment and Termination of Plan

The Plan may at any time be amended or terminated by a written instrument signed by the Officers of the College. From time to time, the Administrator shall update Schedule A and B hereto to show the maximum amount of elective contributions under the Plan.

Article VI

Miscellaneous Provisions

6.1. Information to be furnished. Participants shall provide the College and Administrator with such information and evidence, and shall sign such documents, as may reasonably be requested from time to time for the purpose of administration of the Plan.

6.2. Limitation of rights. Neither the establishment of the Plan nor any amendment thereof, nor the payment of any benefits, will be construed as giving to any Participant or other person any legal or equitable right against the College or Administrator, except as provided herein.

6.3. Benefits solely from general assets. Except as may otherwise be required by law,

(a) nothing herein will be construed to require the College or the Administrator to maintain any fund or segregate any amount for the benefit of any Participant; and

(b) no Participant or other person shall have any claim against, right to, or security or other interest in, any fund, account or asset of the College from which any payment under the Plan may be made.

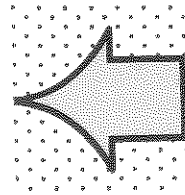
6.4. Governing law. This Plan shall be construed, administered and enforced according to the laws of New Jersey.

IN WITNESS WHEREOF, the College has executed this Plan the day and date above written.

Camden County College

By: _____

Date: _____



SCHEDULE A
CAMDEN COUNTY COLLEGE
OPT-OUT
EMPLOYER LIMITATIONS

Opt-Out Provision

Any participant who elects not to enroll for Medical, Prescription and/or dental shall be eligible for a taxable In-Lieu Payment up to \$1,300.

In-Lieu Payments shall made first pay of each calendar year.*

*Payments can be made once a year, quarterly, monthly, or a portion can be included in every pay.

SCHEDULE B
CAMDEN COUNTY COLLEGE
MEDICAL FLEXIBLE SPENDING ACCOUNT
EMPLOYEE CONTRIBUTION LIMITATIONS

Employer match for the Medical FSA is a minimum of \$500 up to a maximum of \$600. Total election not to exceed Maximum amount listed below:

	<u>Minimum</u>	<u>Maximum</u>
<u>Date Amended: 1/1/19</u>	\$100 per calendar year	\$2,700
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____
<u>Date Amended: _____</u>	\$100 per calendar year	\$ _____

SCHEDULE C
CAMDEN COUNTY COLLEGE
DEPENDENT CARE ASSISTANCE PLAN
EMPLOYEE CONTRIBUTION LIMITATIONS

Dependent Care Assistance Account:

The lesser of:

1. the amount in the employee's dependent care spending account for the year for which reimbursement is requested;
2. the employee's earned income for the year; or
3. \$5,000 (\$2,500 if married and filing a separate tax return)

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 Hires

Stephen Dorsey

Assistant Professor II
Cybersecurity
Effective August 26, 2019

April Jackson

Director of Disability Services
Disability Services
Effective August 12, 2019

Reassignments/Transfers

Natalie Jimenez

From Admissions Navigator – Permanent part-time
To Student Services Support Specialist, Acting – Full-time
Educational Opportunity Fund
Effective August 12, 2019

Tuan Le

From Adjunct Professor
To Assistant Professor II
Mathematics
Effective August 26, 2019

Kristin McKenna

From Administrative Associate
To Administrative Assistant
Math, Science & Health Careers
Effective August 5, 2019

Merridith VanHoorn

From Adjunct Professor
To Assistant Professor II
Dental Hygiene
Effective August 26, 2019

Salary Increase

Sravasti Roy

Library Associate, Permanent part-time
Library Services
Effective August 5, 2019

Separation

Robynn Anwar

Assistant Professor II
Nursing
Effective June 30, 2020

Marilyn McNeil

A Secretary
Financial Aid
Effective December 31, 2019

Leaves

Madison Egizi

Procurement Buyer
Purchasing
Effective July 7, 2019 – July 19, 2019

Carol Rosarto

Student Advisor
Educational Opportunity Fund
Effective July 5, 2019 – July 4, 2020

Government Services Division

Reassignments/Transfers

Kevin Burk

From Temporary part-time Bridge to Work
To Permanent part-time Campus Safety Officer
Public Safety
Effective August 12, 2019

David Lane

From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective August 12, 2019

Brian Pereira

From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective August 12, 2019

Tywine Smalls

From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective August 12, 2019

Salary Change

Daniel Cristino

Mechanic's Assistant
Facilities
Effective August 12, 2019

Separations

Michael Cianfarra

Campus Safety Officer
Public Safety
Effective July 1, 2019

William Delrosario

Campus Safety Officer
Public Safety
Effective July 1, 2019

Megan Galeski
Campus Safety Officer
Public Safety
Effective July 13, 2019

Colin Lynch
Campus Safety Officer
Public Safety
Effective July 5, 2019

Joseph Sansalone
Mechanic's Assistant
Facilities
Effective July 19, 2019

Denise Williams
Campus Safety Officer
Public Safety
Effective July 5, 2019

Leaves

Olivia Justice
Campus Safety Officer
Public Safety
Effective July 9, 2019 – July 29, 2019

Madison Pinizzotto
Campus Safety Officer
Public Safety
Effective July 17, 2019 – October 9, 2019

Board of Trustees Minutes Attachment 4902K

RESOLUTION NO. FY2020-14-2

Credentials Summary

Stephen Dorsey	<p>M.S., Strayer University B.S., Drexel University A.A.S., Camden County College</p> <p>Mr. Dorsey worked for the Community College of Philadelphia as a CIS Adjunct Instructor. He also worked for ITT Technical Institute as an Adjunct Instructor</p>
April Jackson	<p>M.S., The University of Memphis B.S., Tuskegee University</p> <p>Ms. Jackson worked for Temple University as an Associate Director. She also worked for Bucks County Community College as an Assistant Director & Learning Specialist.</p>

RESOLUTION NO. FY2020-15

**RESOLUTION REJECTING ALL BIDS FOR LINCOLN HALL RENOVATIONS 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 a publicly advertised bid for **Lincoln Hall Renovations**, Bid #FY19ITB-35, was advertised and rejected and Bid #FY20ITB-01 was received; and

WHEREAS, the bid submission received from Arthur J. Ogren, Inc., Vineland, NJ is rejected as an insufficient bid response because the Surety Disclosure Statement and Certification was not, as required by NJSA 18A:64A-25.17(e), filled out and “complete in all respects. . .” pursuant thereto and referred to a different bid number and was not apparently responsive to this bid number; and

WHEREAS, the bid submission of Dandrea Construction Co., Inc., West Berlin, NJ is rejected as insufficient bid response because two different Surety Disclosure Statement and Certifications were submitted and one was not in compliance with the statute; and also one of this Bidder’s sub-contractors does not meet the requirement for an apprenticeship program as required in the Project Labor Agreement for the project; and

WHEREAS, the bid submission of MJJ Construction, LLC, Atco, NJ, is rejected as insufficient bid response because the Surety Disclosure Statement and Certification received was not the document as required by NJSA 18A:64A-25.17(e) filled out and “complete in all respects. . .” pursuant thereto and one of their sub-contractors does not meet the requirement for an apprenticeship program as required in the Project Labor Agreement for the project; and

WHEREAS, it is the recommendation of Patrick Shuttleworth, Director of Facilities Operations and Maintenance, Camden County Improvement Authority; Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to reject all the bid submissions as stated herein; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the **Bid #FY20ITB-01 for Lincoln Hall Renovations** be and is hereby **REJECTED** and the Manager of Purchasing, Acting is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects all bid submissions for Lincoln Hall Renovations as they are all insufficient in that they do not comply with the requirements of the bid package and they do not provide the assurances required by responding in the form and to this Bid as numbered and without confusing responses and further authorizes the Manager of Purchasing, Acting to re-advertise this bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

July 2019

RESOLUTION NO. FY2020-16

**RESOLUTION AUTHORIZING NEGOTIATION OF A SERVICES AGREEMENT BETWEEN
THE CAMDEN BOARD OF GOVERNORS OF THE JOINT HEALTH SCIENCE BUILDING
AND CAMDEN COUNTY COLLEGE FOR CAMPUS SAFETY OFFICERS**

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 N.J. S.A. 18A:64A-25.10 authorizes County Colleges to enter into agreements and contracts for work and procurements of services with other institutions of higher education or of government, and pursuant to the Local Public Contracts Act, N.J.S.A.40A:11-5.(2) units of State government such as the College are permitted to contract with other such entities of government; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12(j), the Board of Trustees of Camden County College is empowered to enter into agreements with other governmental bodies deemed necessary or advisable by the Board of Trustees; and the College (hereafter CCC) has extensive expertise in site security for the County government through its specialized Government Services Division (GSD) ; and

WHEREAS, the Camden Board of Governors (“Board”) requires site security for its Joint Health Science Center (“JHSC”) which is in close proximity to several sites already serviced by GSD and the Camden Campus; and

WHEREAS, the Joint Health Sciences Center is a \$70 million, 100,000 square-foot building to be used by Rowan University, Rutgers University–Camden, Camden County College, and Cooper Medical School of Rowan University for research, education and training and includes research laboratory space for Rowan University and Rutgers University-Camden, simulation rooms for medical students at Cooper Medical School of Rowan University, instructional space and simulation labs for Camden County College, as well as office space for the Board of Governors, a first-floor café, a rooftop terrace, and general-use multipurpose spaces; and

WHEREAS, the Joint Board has authorized the Joint Health Sciences Condominium Association, Inc. (“Association”) to enter into an agreement for the provision of security services for the JHSC; and the College has the capability to extend to the Association the benefit of the College’s expertise in proven security services in the same fashion and degree as provided to the County government; and

WHEREAS, having the Government Services Division Campus Safety Officers on-site at JHSC will provide a consistent and proven level of security for the Joint Health Sciences Center; and

WHEREAS, the Camden County College Board of Trustees authorizes the College to enter into a one year agreement with the Association for providing its campus safety officer services to the JHSC in exchange for compensation anticipated to be over \$300,000 (actual compensation to be dependent on volume and usage level of campus safety officers); and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College is authorized to enter into a one year agreement, commencing on or about August 12, 2019 for providing the same security services to the JSHC, as represented by the Association as presented to agencies of the County; and

RESOLUTION NO. FY2020-16

BE IT FURTHER RESOLVED that it is authorized to do so provided the agreed terms include that the Association will on a monthly basis timely remit an amount that will cover at least all of the costs of its salary including fringe, direct support costs (including training, uniforms and supplies plus), as well as indirect support costs (including human resources, payroll, billing and purchasing) and management oversight for a period of one year, commencing on or about August 12, 2019; and;

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to negotiate the specific terms of, 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 enter into a one year agreement, commencing on or about August 12, 2019, for providing the same Government Services Division level of Campus Safety Officer security to the JHSC, as represented by the Association, as is provided to the various county government buildings, however, with indirect support costs also included.

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

Reassignments/Transfers

Katarzyna Cybula-Tahmazian

From Adjunct Professor
To Assistant Professor II
Dental Hygiene
Effective August 26, 2019

Peter Lewandowski

From Help Desk Representative Tier 2, Acting
To Help Desk Representative Tier 2
Office of Information Technology
Effective September 9, 2019

Michael McNasby

From Director, Acting
To Director
Adult Basic Skills
Effective September 9, 2019

Christine Pozniewski

From Adjunct Professor
To Teaching Administrator/Lab Coordinator
Nursing
Effective August 26, 2019

Jason Wilson

From Adjunct Professor
To Teaching Administrator
Automotive Technology
Effective August 26, 2019

Promotion

David Bruno

From Associate Dean of Liberal Arts and Professional Studies
To Associate Dean of Liberal Arts and Professional Studies and Director
of the William G. Rohrer Center
Effective September 2, 2019

Title Change

Kathleen Longwith

From Administrative Associate
To Administrative Assistant
Institutional Effectiveness, Advancement and
Strategic Initiatives
Effective September 9, 2019

Salary Change

Rebecca Fidler-Sheppard

Dean
Institutional Research and Planning
Effective September 9, 2019

Leaves

Diana Davis

Student Advisor
English as a Second Language
Effective August 7, 2019 – October 30, 2019

Scott Oliver

Assistant Director, Acting
Gateway to College
Effective August 30, 2019 – October 14, 2019

Leonid Khazan

Professor
Photonic & Physics
Effective September 3, 2019 – November 26, 2019

Jacqueline Galbiati

Vice President
Institutional Effectiveness, Advancement and
Strategic Initiatives
Effective July 1, 2019 – June 30, 2020

Angelica Santiago

Student Advisor
Academic Advising
Effective July 8, 2019 – July 7, 2020

Government Services Division

Separations

Ashley Lamb

Campus Safety Officer
Public Safety
Effective August 19, 2019

Alexis Rodier

Campus Safety Officer
Public Safety
Effective August 19, 2019

Denise Williams

Campus Safety Officer
Public Safety
Effective July 12, 2019

Leaves

Stacey Mullin

Campus Safety Officer – EMT
Public Safety
Effective August 2, 2019 – August 1, 2020

**RESOLUTION APPROVING COLLECTIVE BARGAINING AGREEMENT
IUE/CWA LOCAL 81440 SECRETARIES NEGOTIATING UNIT EMPLOYEES**

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

WHEREAS, pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees is empowered to appoint, upon nomination by the President, members of the College's secretarial support staff and to fix their compensation and terms of employment; and

WHEREAS, members of the College's secretarial support staff are represented for purposes of collective negotiations by the IUE/CWA Local 81440; and

WHEREAS, on March 4, 2014 the Board of Trustees approved a collective negotiations agreement with the IUE/CWA Local 81440 for the period July 1, 2013 through June 30, 2018; and

WHEREAS, the Board of Trustees has by its authorized agents engaged in good faith negotiations for a successor agreement with the IUE/CWA Local 81440 for the period July 1, 2018 through June 30, 2023; and

WHEREAS, the authorized representative of both parties engaged in extensive good faith negotiations for a successor agreement for the period July 1, 2018 through June 30, 2023 and on or about August 19 reached agreement and subsequently executed a Memorandum of Agreement that each group agreed to recommend to their principals; and

WHEREAS, the Union representatives of the IUE/CWA Local 81440 having given notice to the Board of Trustees that their membership have ratified said agreement; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves a collective negotiations agreement between the College and the IUE/CWA Local 81440 consistent with the terms stated in the Memorandum of Agreement dated August 19, 2019 and executed by respective representatives; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized and directed to execute, codify and implement this and the President and Executive Committee are authorized to execute a successor agreement.

SUMMARY STATEMENT

This Resolution approves and authorizes the College to enter into a new collective negotiations agreement with the IUE/CWA Local 81440 for the period July 1, 2018 through June 30, 2023 in accordance with the terms of the Memorandum of Agreement of August 19, 2019.