

John T. Hanson, Chair, called the **January 8, 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: Annette Castiglione, John T. Hanson, Anthony J. Maressa, Dr. S. Jay Mirmanesh, Dr. Lovell Pugh-Bassett, Jessica R. Stewart, Helen Albright Troxell (via telephone), Judith J. Ward (via telephone), Khyia L. Ward, and Brett Wiltsey.

Board Members Absent: Susan R. Croll and Karen S. Halpern.

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; Kay Byrd, Director of Events and Facilities Services; Jean Corbi, Dental Radiology Specialist; Dean Derman, President of the Association of Administrative Personnel and Technician, Wellness; David Edwards, Executive Vice President for Academic and Student Affairs; Christopher Gallo, Director, Automotive Technology; Walter George, Director of User Services; Deborah Hannan, Administrative Assistant to the President; Lilly Howard, Student Advisor/STARS; Kathleen Kane, Executive Director of Human Resources; Maris Kukainis, Executive Director of Financial Administrative Services; Joseph Lacava, Technician, Instructional Support Department; Lewis Levinson, IT Technician; Debora McKee, Manager of Purchasing; Zaida Nogue, Student Advisor/Veterans; Jack Pesda, Professor, History and Political Science; Jack Post, Chief Information Officer; John Schuck, Associate Director of Public Safety; Mark Simpkins, IT Technician; Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Minutes of Meeting

Motion made by Mr. Wiltsey and seconded by Mr. Maressa to accept the minutes of the December 4, 2018 regular meeting as presented. **Motion** carried unanimously.

Public Comment

Dr. Pesda addressed the Board and provided updates related to The Center with regard to the Camden 28 event on December 6, and a Model United Nations event that will be held on January 17.

President's Report

Mr. Borden presented video highlights of recent events including:

- Helen Albright Troxell's honor by the New Jersey Council of County Colleges at its December meeting for her service as Chair of the NJCCC for the past four years;
- the collection of donations for CCC's annual Adopt-A-Family program that benefitted the NJ Division of Youth and Family Services;
- the annual joint dinner with the Foundation Board of Directors and the Board of Trustees on December 4;
- the Graduation of Police Academy Class #73 on December 6;
- the Camden 28 event on December 6;
- the CCC Choir concert on December 11;
- the CCC Ensemble concert on December 12;
- the Blackwood Campus student holiday party on December 12;
- the Our Lady of Lourdes School of Nursing graduation on December 12;
- the Middle School Student Leadership Institute held on the Blackwood Campus on January 3;
- a listing of the following upcoming events:
 - an art exhibit by Colin and Andrea Keefe beginning January 30, 2019
 - the Camden Regional Science Olympiad on January 10, 2019
 - the Foundation donor appreciation dinner on January 15, 2019
 - the Foundation Gala on March 1, 2019.

Mr. Border further presented the following highlights from his written report (see attachment **4851A**):

- President of our Kappa Delta Pi chapter, Miranda Spina (Garden State Pathways, Adjunct), was nominated for one of only nine National Distinguished Chapter Officer Awards. She received the President - Distinguished Chapter Award for 2018 at the Convo award luncheon in Indianapolis on November 3.
- Kappa Delta Pi inducted fourteen new students into their Honor Society on November 29. Ashley McMichael, a 4th grade teacher in Pemberton and a CCC education graduate, was the keynote speaker. She described the poverty many of her students live in and the challenges many of them face. Her speech was motivating for all in attendance.
- Dr. Nancy Raftery (English) and Dr. Jennifer Hoheisel (Philosophy) took thirteen Honors Program students to visit the Honors College at Rutgers-Camden on November 27. The students were given a campus tour and met with the Dean and his staff to discuss transfer opportunities. They also took nine students to visit the Honors College at Rowan University on November 29. Both tours were instrumental in helping our students understand the opportunities for transfer.

- Our College family participated in the 33rd annual Adopt-A-Family program to benefit the Division of Youth and Family Services. Forty-seven families (169 children total) will enjoy the holiday season due to the generosity of our sponsors. In addition, our College family contributed fun toys, exciting books, warm clothing, a variety of gift cards, monetary donations and other new unwrapped items for teenagers and those children that will be removed from their homes between now and Christmas. Those donations will provide Christmas for approximately 100 additional children.
- Lawrence Danks (Business Administration/Management) recently published his book entitled, *It's a Matter of Life and Death: Growing Up in a Funeral Home and What I Learned Since*. The book is intended to help anyone who is seeking happiness, curious about life in a funeral home, facing a serious illness or knows someone else who is grieving and working their way back toward recovery.
- Gregory Brellochs (Visual and Performing Arts) was featured in a solo exhibition at Allens Lane Art Center in Philadelphia. The show ran from November 9 through December 12.
- *On the Outside*, an animated, music video co-directed by Tom Murray (Visual and Performing Arts) was recently awarded the prize of Best Music Video at the Amarcort Film Festival in Rimini, Italy.
- Senior Practical Nursing students participated in the Flu Vaccine campaign hosted by the Camden County Department of Health and Human Services. Thirteen students administered flu shots to college and community attendees at the Camden City campus on November 8 and the Rohrer Center on November 15. They educated the community about infection control, based on the Center for Disease Control guidelines.
- The CCC chapter of the Kappa Delta Pi education honor society cooked dinner for the families of sick children at the Ronald McDonald House in Camden on October 28. Fifty five family members enjoyed a taco dinner complete with sides, dessert and drinks, all prepared by the CCC education students.
- Phi Theta Kappa sponsored a presentation on the effects of media on our powers of connection on December 13. Dr. Anya Schultz (Psychology, Adjunct) assisted with the presentation to bring awareness to the positive and negative aspects of social media.
- Holiday Luncheons were held at all three College campuses in December. Students were treated to holiday music, hot chocolate, cookies and selfies in a snow globe to celebrate the holidays.

- The annual bus trip to New York City Rockefeller Center on December 8 sold out for the fifth straight year!
- The Office of Student Life and Activities, with the help of the Camden County Board of Chosen Freeholders, distributed turkeys and canned goods to students in need for Thanksgiving dinners.
- The Transfer Services department bused fourteen students to Stockton's new Atlantic City campus for a tour. Following the tour, they traveled to the main campus in Galloway to attend their Transfer Open House.
- Spring Opening Day for faculty and staff is January 22 and begins at 8:30 a.m. in the Atrium with coffee and refreshments followed by presentations in Civic Hall at 9:00 a.m. The first day of class is January 23.

Academic & Student Affairs Committee

The Academic and Student Affairs Committee did not meet in December, therefore, there was no business to report from this committee.

Business Affairs, Audit & Campus Development Committee

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

Resolution #88 –Mr. Wiltsey stated that this resolution approves the amended and expanded Board of Trustees policy - #341, Drug Free Workplace, which prohibits any employee from possessing, using, manufacturing, distributing or being under the influence of controlled substances or alcohol while working or representing the College, or at any time on College property.

Motion made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2019-88 (see attachment **4851B**). **Motion** carried unanimously.

Resolution #89 – Mr. Wiltsey said that this resolution approves the revised Board of Trustees Policy - #349, Part-Time Assignments, to provide that employees assigned to part-time positions may not work more than 27 hours per week and that any combination of part-time assignments may not exceed 27 hours per week unless an exception is pre-approved by the President.

Motion made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2019-89 (see attachment **4851C**). **Motion** carried unanimously.

Resolution #90 – Mr. Wiltsey stated that this resolution awards a non-fair and open contract to Unified to provide consulting, research and products/services for a comprehensive and cost-effective building of modules for a Student Information System in collaboration with CCC personnel. The anticipated amount of the contracts is \$50,000 plus reimbursable expenses for travel and lodging for a term of on or about January 1, 2019 through December 31, 2020.

Motion made by Mr. Hanson and seconded by Dr. Pugh-Bassett approving Resolution FY2019-90 (see attachment **4851D**). **Motion** carried unanimously.

Resolution #91 – Mr. Wiltsey said that this resolution authorizes an agreement with Weichert Real Estate School for the delivery of the 75-hour New Jersey Pre-Licensing Real Estate Sales Course for a term of January 1, 2019 to December 31, 2020. The College will register students and collect all course tuition and fees (total of \$369) and will pay the Weichert Real Estate School \$269 per student for a qualified, licensed instructor for the course and all instructional materials.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2019-91 (see attachment **4851E**). **Motion** carried unanimously.

Resolution #92 – Mr. Wiltsey stated that this resolution terminates the College's contract with Jersey Architectural Door and Supply, Inc. for Doors, Frames and Supplies, effective January 11, 2019, due to numerous issues with non-compliance with the bid terms and processing of orders. Mr. Wiltsey added that this further authorizes the reissuance of outstanding orders to date and the remaining contract term effective immediately through June 30, 2019 to Liberty Door Systems, LLC.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2019-92 (see attachment **4851F**). **Motion** carried unanimously.

Resolution #93 – Mr. Wiltsey said that this resolution authorizes the College to enter into a twelve-month shared services agreement with the County of Camden effective January 1, 2019 for oversight management by the College of the County's daily and routine print needs with the assistance of the County Department of Special Events. Mr. Wiltsey noted that the County and the College will retain separate operating budgets for their respective printing requirements.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2019-93 (see attachment **4851G**). **Motion** carried unanimously.

Resolution #94 – Mr. Wiltsey stated that this resolution authorizes an agreement with The Real Estate School for the delivery of the 75-hour New Jersey Pre-Licensing Real Estate Sales Course for the period January 1, 2019 to December 31, 2020. The College will register students and collect all course tuition

and fees (total of \$375) and will pay The Real Estate School \$335 per student for a qualified, licensed instructor for the course and all instructional materials.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2019-94 (see attachment **4851H**). **Motion** carried unanimously.

Bid/Contract Recommendations

Mr. Wiltsey presented the bid and contract recommendations contained in the packet which consisted of **Resolution #'s FY2019-95 through 99**.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution #'s FY2019-95 through 99 (see attachment**4851I**). **Motion** carried unanimously.

Personnel

Mr. Borden presented **Resolution FY2019-100**- Personnel Actions, dated January 8, 2019.

Motion made by Mr. Hanson and seconded by Mr. Wiltsey approving Resolution FY2019-100 (see attachment **4851J**). **Motion** carried unanimously.

Old Business

None.

New Business

None.

Adjournment

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

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

January 8, 2019

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President's Report

Student Success

President of our Kappa Delta Pi chapter, Miranda Spina (Garden State Pathways, Adjunct), was nominated for one of only nine National Distinguished Chapter Officer Awards. She received the President - Distinguished Chapter Award for 2018 at the Convo award luncheon in Indianapolis on November 3.

Kappa Delta Pi inducted fourteen new students into their Honor Society on November 29. Ashley McMichael, a 4th grade teacher in Pemberton and a CCC education graduate, was the keynote speaker. She described the poverty many of her students live in and the challenges many of them face. Her speech was motivating for all in attendance.

Dr. Nancy Raftery (English) and Dr. Jennifer Hoheisel (Philosophy) took thirteen Honors Program students to visit the Honors College at Rutgers-Camden on November 27. The students were given a campus tour and met with the Dean and his staff to discuss transfer opportunities. They also took nine students to visit the Honors College at Rowan University on November 29. Both tours were instrumental in helping our students understand the opportunities for transfer.

Faculty and Staff News

Our College family participated in the 33rd annual Adopt-A-Family program to benefit the Division of Youth and Family Services. Forty-seven families (169 children total) will enjoy the holiday season due to the generosity of our sponsors. In addition, our College family contributed fun toys, exciting books, warm clothing, a variety of gift cards, monetary donations and other new unwrapped items for teenagers and those children that will be removed from their homes between now and Christmas. Those donations will provide Christmas for approximately 100 additional children.

Lawrence Danks (Business Administration/Management) recently published his book entitled, *It's a Matter of Life and Death: Growing Up in a Funeral Home and What I Learned Since*. The book is intended to help anyone who is seeking happiness, curious about life in a funeral home, facing a serious illness or knows someone else who is grieving and working their way back toward recovery.

Gregory Brellochs (Visual and Performing Arts) was featured in a solo exhibition at Allens Lane Art Center in Philadelphia. The show ran from November 9 through December 12.

On the Outside, an animated, music video co-directed by Tom Murray (Visual and Performing Arts) was recently awarded the prize of Best Music Video at the Amarcort Film Festival in Rimini, Italy.

Community Events

Senior Practical Nursing students participated in the Flu Vaccine campaign hosted by the Camden County Department of Health and Human Services. Thirteen students administered flu shots to college and community attendees at the Camden City campus on November 8 and the Rohrer Center on November 15. They educated the community about infection control, based on the Center for Disease Control guidelines.

The Kappa Delta Pi 'Lunch with Santa' for underprivileged children from Runnemede was held on December 1. Twenty-seven students were "adopted" from a list sent from the school guidance department. Along with lunch, the children played games and participated in craft activities. It was a wonderful event with an appearance by Santa!

For the fourth year in a row, Psi Beta collected supplies for the Camden County Women's Shelter and adopted four families who had not been adopted for Christmas. This has become their annual fall community service project.

A panel discussion and film screening about the events of August 1971, when a group of anti-war protesters broke into a draft office in the U.S. Post Office at 4th and Market Streets in Camden, was held on December 6. Some of the Camden 28, as the group came to be known, as well as some of their defense lawyers, comprised the panel.

The Library hosted a Video Game Night sponsored by Student Life & Activities, the Computer Graphics Department and the library on November 27. Two sections of computer graphics classes, specifically focused on game design, presented their design process to area high school students and students. The participants were able to ask questions about the designs as well as play the games.

The Center co-sponsored a professional development workshop on November 8 with the South Asia Center of University of Pennsylvania, hosting a filmmaker, a professor, and two women from Kolkata, India, to share their experiences and challenges. The guests were delighted to contribute to the Diversity and Inclusivity Committee's Wall of Inclusion by writing their answers to the question: *What Does Diversity Mean to You?*

The CCC chapter of the Kappa Delta Pi education honor society cooked dinner for the families of sick children at the Ronald McDonald House in Camden on October 28. Fifty five family members enjoyed a taco dinner complete with sides, dessert and drinks, all prepared by the CCC education students.

Phi Theta Kappa sponsored a presentation on the effects of media on our powers of connection on December 13. Dr. Anya Schultz (Psychology, Adjunct) assisted with the presentation to bring awareness to the positive and negative aspects of social media.

Student Support Services

Holiday Luncheons were held at all three College campuses in December. Students were treated to holiday music, hot chocolate, cookies and selfies in a snow globe to celebrate the holidays.

The annual bus trip to New York City Rockefeller Center on December 8 sold out for the fifth straight year!

The Office of Student Life and Activities, with the help of the Camden County Board of Chosen Freeholders, distributed turkeys and canned goods to students in need for Thanksgiving dinners.

The Transfer Services department bused fourteen students to Stockton's new Atlantic City campus for a tour. Following the tour, they traveled to the main campus in Galloway to attend their Transfer Open House.

Upcoming Events

On January 10, Camden County College will host the NJ Science Olympiad – Camden Regional for the 15th consecutive year. The event will feature 14 middle school teams and 19 high school teams that will compete in a total of 28 STEM-based events. This is one of three regionals throughout the state that lead to the state competition in March. The top six teams in each event will receive a medal. Approximately 500-600 students will participate in the events on January 10.

The CCC Foundation will host a Donor Appreciation Dinner for the Foundation Board, the College Trustees, and our donors on January 15 at 6:00 p.m. in Roosevelt 102. The dinner will demonstrate the impact of giving to CCC.

Spring Opening Day for faculty and staff is January 22 and begins at 8:30 a.m. in the Atrium with coffee and refreshments followed by presentations in Civic Hall at 9:00 a.m. The first day of class is January 23.

Don Borden
President

RESOLUTION READOPTING, REAFFIRMING AND UPDATING BOARD OF TRUSTEES POLICY #341 – DRUG FREE WORKPLACE

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 enact policies governing Camden County College; and

WHEREAS, on February 28, 1995, the Board of Trustees adopted the Camden County College Board of Trustees Policy on a Drug Free Workplace, policy number 341 and amended same on February 28, 1995; and

WHEREAS, the Board of Trustees has determined that it is in the best interest of Camden County College to continually review its employment policies for compliance with federal and state laws; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby amends and expands its Policy on a Drug Free Workplace, policy number 341, to be a Policy prohibiting any employee from possessing, using, manufacturing, distributing or being under the influence of controlled substances or alcohol while working or representing the College or at any time on College property, *as attached hereto*; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized and directed to codify and implement this policy.

SUMMARY STATEMENT

This resolution approves the revised Board of Trustees Policy #341 – Drug Free Workplace.

CAMDEN COUNTY COLLEGE
Board of Trustees Policy

<u>Subject:</u> <u>Drug Free Workplace</u>	<u>Number:</u> 341	<u>Page</u> 1	<u>Of</u> <u>2</u>
	<u>Date:</u> January 8, 2019		
	<u>Supersedes:</u> February 28, 1995		
	<u>Last Reviewed:</u> January 8, 2019		

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CAMDEN COUNTY COLLEGE

Board of Trustees Policy

<u>Subject:</u> <u>Drug Free Workplace</u>	<u>Number:</u> 344	<u>Page</u> ±	<u>Of</u> ±
	<u>Date:</u> February 28, 1995 <u>February January 8, 2019 XX, 2018</u>		
	<u>Supersedes:</u> February 28, 1995 <u>Policy on Drug and Substance Abuse #424, February 28, 1995</u>		
	<u>Last Reviewed:</u> February 28, 1995 <u>January 8, 2019 February XX, 2018</u>		

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Purpose

The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited at Camden County College. Any employee who violates such prohibition against illegal drug usage will be subject to appropriate administrative action, up to and including removal from their position. An annual notice will be sent to all employees. In addition, employees shall be required to report any criminal drug statue conviction. Camden County College strives to maintain an alcohol/drug-free work place for all employees. Employees may take advantage of services for treatment and counseling related to substance abuse. Employees should contact our health insurance provider or our Benefits Administrator in HR regarding these services.

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Scope

The unlawful manufacture, distribution, dispensing, possession, or use, of controlled substances, drug-related paraphernalia, and of alcohol pose a threat to the health and safety of all employees and is prohibited at Camden County College. Therefore, the College will not tolerate any employee possessing, using, manufacturing, distributing or being under the influence of controlled substances or alcohol while working or representing the College or at any time on any College property. Additionally, the abuse, improper use

CAMDEN COUNTY COLLEGE
Board of Trustees Policy

<u>Subject:</u>	<u>Number:</u>	<u>Page</u>	<u>Of</u>
	341	2	2
<u>Drug Free Workplace</u>	<u>Date:</u> January 8, 2019		
	<u>Supersedes:</u> February 28, 1995		
	<u>Last Reviewed:</u> January 8, 2019		

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or impairing effect of any legal, non-prescription or prescription substances is not permitted during working hours or on college property. Any employee violating this policy is subject to immediate disciplinary action, up to and including termination.

An employee will be required to submit to alcohol, drug or controlled substance testing when the employee's conduct or work performance causes a reasonable suspicion that the employee is impaired in some fashion due to current intoxication or use of a controlled substance, whether prescribed or not. Work-related incidents that result in either an injury or damage to college property can form the basis for reasonable suspicion and may require alcohol, drug and controlled substance testing. Refusal to submit to testing when requested is considered a violation of this policy, as referenced above.

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All employees have an obligation to ensure that everyone adheres to this policy, and should immediately report any such activity since that could potentially cause injury or harm to themselves or others. Supervisors or Department Heads that observe behavior or receive information from others which may constitute reasonable suspicion shall immediately report such activity or suspicion to the HR Director or her/his designee. Supervisors and Department Heads are required to institute testing and do not have the option of sending the employee home as an alternative. Public Safety shall provide escort to and from the testing facility. At no point should such an employee be authorized to operate any vehicle.

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If an employee is convicted of a criminal offense or an offense relating to controlled substances, the employee must disclose that fact to the HR Director as soon as practicable. The information will not be used for, or released to anyone for non-governmental purposes

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Authority

At the direction of the President, it is the responsibility of department heads to insure compliance with this College policy.

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RESOLUTION READOPTING, REAFFIRMING AND UPDATING BOARD OF TRUSTEES POLICY #349 - PART-TIME ASSIGNMENTS

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 enact policies governing Camden County College; and

WHEREAS, on May 4, 2017, the Board of Trustees adopted the Camden County College Board of Trustees Policy on Part-Time Assignments, policy number 349; and

WHEREAS, the Board of Trustees has determined that it is in the best interest of Camden County College to continually review its employment policies for compliance with federal and state laws; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby amends its Policy on Part-Time Assignments, policy number 349, to provide that employees assigned to part time positions may not work more than 27 hours per week and that any combination of part time assignments may not exceed 27 hours per week unless an exception is preapproved by the President *as attached hereto*; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized and directed to codify and implement this policy.

SUMMARY STATEMENT

This resolution approves the revised Board of Trustees Policy #349 – Part-Time Assignments.

**Camden County College
Board of Trustees Policy**

Subject: Part Time Assignments	Number: 349	Page 1	Of 1
	Date: May 04, 2017 <u>January 8, 2019</u>		
	Supersedes: June 7, 2013 <u>May 4, 2017</u>		
	Last Reviewed: May 04, 2017 <u>January 8, 2019</u> November 1, 2018		

Purpose

To reaffirm existing limits for part time assignments.

Definition

Part-Time assignments are any assignments less than Full-Time. Full-Time is defined as regularly assigned to a base of or over 35 hours per week.

Scope

This policy applies to all part time assignments held at the College.

Provisions

- A. Employees assigned to part time positions may not work more than ~~25~~ 27 hours per week unless an exception is preapproved by the President or his/her designee.
- B. Any combination of part time assignments, including but not limited to permanent part time, temporary part time, non-credit instruction and adjunct assignments may not exceed ~~25~~ 27 hours per week unless an exception is preapproved by the President or his/her designee.
- C. Individuals appointed to part time assignments must disclose all other part time assignments, including but not limited to permanent part time, other temporary part time, non-credit instruction and adjunct assignments, to their immediate supervisor(s).

Authority

At the direction of the President it is the responsibility of the ~~Vice Presidents and executive department heads~~ Department Heads to ensure compliance with this policy.

AMENDED RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO UNIFIED FOR CONSULTING AND RESEARCH SERVICES

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4. and P.L.2005, C.271, s.2 *et seq.*; and under N.J.S.A.18A:64A-25.5(a) (3), (6), (15) and (19) is exempt from public bidding; and

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

WHEREAS, it is the recommendation of Jack Post, Chief Information Officer, Mahima Chauhan Director of Project Management and Financial Systems, Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, to award a non-fair and open contract to Unified. (#FY19BEDC-09) for consulting and research services in the anticipated amount of \$50,000.00 plus reimbursable expenses for travel and lodging during the contract with terms commencing January 1, 2019 through December 31, 2020; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funding in accounts #533521-61102 for Year 1. Year 2 is contingent upon the approval of funds; and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause. It further acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure Form and Determination of Value.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby AWARDED to **Unified (#FY19BEDC-09)** for consulting, research and products/services in the anticipated contract amount of **\$50,000.00 plus** reimbursable expenses for travel and lodging with terms commencing **on or about January 1, 2019 through December 31, 2020**; and

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

SUMMARY STATEMENT

This resolution awards a non-fair and open contract to Unified to provide consulting, research as well as products/services identified in the anticipated amount of **\$50,000.00 plus** reimbursable expenses as indicated in the “Therefore” clause above. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

**RESOLUTION AUTHORIZING AGREEMENT BY AND BETWEEN WEICHERT CO
D/B/A WEICHERT REAL ESTATE SCHOOL AND 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 who are pursuant to N.J.S.A 18A:64A-12, empowered to take all necessary actions furthering the mission of Camden County College; and

WHEREAS, in order to be a licensed real estate salesperson in the State of New Jersey, qualified individuals must complete certain pre-licensing requirements and pass a state examination administered by the New Jersey Real Estate Commission; and

WHEREAS, the College has an approved course in real estate sales entitled Real Estate Sales; and

WHEREAS, Weichert Real Estate School is currently licensed by the State of New Jersey to offer a 75-hour New Jersey pre-licensing real estate sales courses; and

WHEREAS, the College and Weichert Real Estate School desire to deliver the required New Jersey pre-licensing real estate course offered at the College for the period of January 1, 2019 – December 31, 2020; and

WHEREAS, the College will register students and collect all course tuition and fees. The total tuition charged will be \$369 including registration fee, textbook and tuition (the "Tuition"). The College will pay Weichert Real Estate School \$269 per student for a qualified, licensed instructor(s) for the course and all instructional materials each time it is offered; and

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

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that an agreement with Weichert Real Estate School for the delivery of the 75-hour New Jersey Pre-Licensing Real Estate Sales Course is hereby approved; 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 an agreement between Weichert Real Estate School and Camden County College for the delivery of the 75-hour New Jersey Pre-Licensing Real Estate Sales Courses for the period January 1, 2019 to December 31, 2020.

**RESOLUTION FOR TERMINATION OF CONTRACT OF THE DOORS, FRAMES
AND SUPPLIES AND RE-AWARD OF THE CONTRACT**

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

WHEREAS, on April 4, 2017, the Board of Trustees of Camden County College adopted Resolution FY2017-197 for **Doors, Frames and Supplies**, Bid #**FY17ITB-46**, which awarded a contract to Jersey Architectural Door and Supply, Inc. in accordance with the terms of the aforesaid bid and the County College Contracts Law; and

WHEREAS, subsequent to the adoption of Resolution FY2017-197, the College administration wants to terminate this contract with a 30 day written notice to the awarded Bidder pursuant to the bid specifications on December 13, 2018 to be effective January 11, 2019. The College has numerous issues with non-compliance with the bid terms and processing of orders within the past three months and the awarded vendor has not returned numerous calls made by both the Facilities and Purchasing Departments to rectify these issues. It is the recommendation of Patrick Shuttleworth, Director of Facilities Operations & Maintenance; Michael Calabrese, Buildings Operations Manager and Debora McKee, Manager of Purchasing to award the remainder of this contract to the next lowest responsible bidder, Liberty Door Systems, LLC within this bid process. The remaining contract term will be effective immediately through June 30, 2019. and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that it hereby TERMINATES the contract pursuant to the aforementioned **Bid# FY17ITB-46** for **Doors, Frames and Supplies** to **Jersey Architectural Door and Supply, Inc.** with a 30 day written notification of the termination of this contract and outstanding purchases orders unprocessed by this company to be issued on **December 13, 2018** and will be effective to terminate on **January 11, 2019**. It further authorizes the reissuance of outstanding orders to date and the remaining contract term effective immediately through June 30, 2019 to **Liberty Door Systems, LLC**; 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 terminates the contract award of Doors, Frames and Supplies as identified and indicated in the "Therefore" clause above. It further authorizes the reissuance of outstanding orders to date and the remainder of the contract term through June 30, 2019 to Liberty Door Systems, LLC. To the extent this Resolution does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF CAMDEN AND CAMDEN COUNTY COLLEGE FOR THE MANAGEMENT OF THE COUNTY OF CAMDEN DAILY AND ROUTINE PRINT NEEDS

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

WHEREAS, 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 (the “County”) and Camden County College (the “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 the production and efficiencies and thereby reduce the tax burden on County taxpayers and improve the effectiveness of services for County residents; and

WHEREAS, a consolidation of the College and County print shop operations is expected to achieve production economies of scale for both parties resulting in financial savings; and

WHEREAS, the College possesses sufficient space on its Blackwood Campus at Wolverton Hall to house the County print shop equipment and staff currently residing in Camden; and

WHEREAS, the County is prepared to move its print shop operations from Camden to the Blackwood campus at Wolverton Hall; and

WHEREAS, the County and the College are prepared to enter into a shared service agreement for the oversight management by the College of the County’s daily and routine print needs with the assistance of the County Department of Special Events; and

WHEREAS, the County and the College will retain separate operating budgets for their respective printing requirements; and

WHEREAS, the County and the College desire to enter into a twelve (12) month agreement effective January 1, 2019; and

WHEREAS, it is the recommendation of Dr. Jacqueline Galbiati, Vice President of Institutional Effectiveness, Advancement, & Strategic Initiatives, Maris Kukainis, Executive Director of Financial Administrative Services to enter into this Shared Services Agreement.

RESOLUTION NO. FY2019-93

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College is hereby authorized to enter into a twelve month (12) Shared Services Agreement with the County of Camden.

BE IT FURTHER RESOLVED that the proper officials be and are hereby authorize a twelve (12) month agreement effective January 1, 2019 conditioned on appropriate terms to execute all appropriate contracts and documents necessary to affect a Shared Services Agreement with the County of Camden to take such actions as may be necessary and appropriate in connection herewith and are authorized to execute all documents or instruments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution authorizes the College to enter into a twelve (12) month Shared Services Agreement with the County of Camden effective January 1, 2019 for oversight management of the County of Camden's daily and routine print needs with the assistance of the Camden County Department of Special Events.

RESOLUTION NO. FY2019-94

RESOLUTION AUTHORIZING AGREEMENT BY AND BETWEEN THE REAL ESTATE SCHOOL AND 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 who are pursuant to N.J.S.A 18A:64A-12, empowered to take all necessary actions furthering the mission of Camden County College; and

WHEREAS, in order to be a licensed real estate salesperson in the State of New Jersey, qualified individuals must complete certain pre-licensing requirements and pass a state examination administered by the New Jersey Real Estate Commission; and

WHEREAS, the College has an approved courses in real estate sales entitled Real Estate Sales; and

WHEREAS, THE Real Estate School is currently licensed by the State of New Jersey to offer a 75-hour New Jersey pre-licensing real estate sales courses; and

WHEREAS, College and THE Real Estate School desire to deliver the required New Jersey pre-licensing real estate course offered at the College for the period of January 1, 2019 – December 31, 2020; and

WHEREAS, The College will register students and collect all course tuition and fees. The total tuition charged will be \$375 including registration fee, textbook and tuition (the "Tuition"). The College will pay THE Real Estate School \$335 per student for a qualified, licensed instructor(s) for the course and all instructional materials each time it is offered; and

WHEREAS, Executive Director for Finance, Helen Antonakakis recommends that the Board agree to allow the College to enter into this agreement; and

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that an agreement with THE Real Estate School for the delivery of the 75-hour New Jersey Pre-Licensing Real Estate Sales Course is hereby approved; 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 an agreement between THE Real Estate School and Camden County College for the delivery of the 75-hour New Jersey Pre-Licensing Real Estate Sales Courses for the period January 1, 2019 to December 31, 2020.

January 8, 2019

RESOLUTION NO. FY2019-95

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
UNIFORMS AND RELATED SUPPLIES FOR PUBLIC SAFETY AND FACILITIES
DEPARTMENTS**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bids for **Uniforms and Related Supplies for Public Safety and Facilities Departments, Bid #FY19ITB-20**, were received and are attached below under “Bid Responses”; and

WHEREAS, it is the recommendation of Patrick Shuttleworth, CCIA consultant acting in place of a Director of Facilities Operations and Maintenance; Michael Calabrese, Buildings Operations Manager, John Schuck, Associate Director of Public Safety, Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, to award contracts as identified on the attached Individual Itemized Award Listing as set forth therein and below as being respectively the lowest responsible bidders; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the funds are available on as-needed basis in account #164686-64206, #164680-52412, #168720-52412, #168721-52412, #168727-52412, #168730-52412, #168736-52412 and #168738-52412 for Year 1. Funds in Year 2 are subject to the availability of funding; and is so noted that any contract award or entered into is conditioned upon and shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY19ITB-20** for **Uniforms and Related Supplies for Public Safety and Facilities Departments** be and is hereby AWARDED to those bidders identified below and on the attached Individual Itemized Award Listing as follows:

- 1) **Galls, Inc.; and**
- 2) **Lawmen Supply Co.; and**
- 3) **Specialty Graphics, LLC**

for these contracts in the anticipated aggregate grand total amount of **\$100,000.00 on an as-needed basis** with terms commencing on **February 1, 2019** through **January 31, 2021** pursuant to the terms and conditions for the bid and rejects all other bids; and

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

SUMMARY STATEMENT

This resolution awards the bid contracts for two (2) years as noted on the attached Individual Itemized Award Listing to the respectively listed bidders as identified in the “Therefore” clause above on an as-needed basis from February 1, 2019 through January 31, 2021. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

January 8, 2019

Bid Responses
for
Uniforms and Related Supplies for Public Safety
and Facilities Departments
(Bid #FY19ITB-20)

Categories	Galls, Inc. Lexington, KY	Lawmen Supply Co. Pennsauken, NJ	Specialty Graphics, LLC Cherry Hill, NJ
<u>Base Bid A</u>			
<u>Category 1</u>			
Year 1	\$2,412.00	\$990.00	No Bid
Year 2	\$2,508.30	\$1,035.00	No Bid
Discount	10%	25%	No Bid
<u>Category 2</u>			
Year 1	\$860.00	\$880.00	No Bid
Year 2	\$894.40	\$900.00	No Bid
Discount	10%	25%	No Bid
<u>Category 3</u>			
Year 1	\$1,171.20	\$1,005.00	No Bid
Year 2	\$1,217.94	\$1,035.00	No Bid
Discount	10%	25%	No Bid
<u>Category 4</u>			
Year 1	\$8,103.64	\$8,196.00	No Bid
Year 2	\$8,426.75	\$8,362.00	No Bid
Discount	10%	25%	No Bid
<u>Category 5</u>			
Year 1	\$46,340.08	\$49,479.00	No Bid
Year 2	\$48,157.08	\$50,652.00	No Bid
Discount	10%	25%	No Bid
<u>Category 6</u>			
Year 1	\$3,536.26	No Bid	No Bid
Year 2	\$3,676.30	No Bid	No Bid
Discount	10%	No Bid	No Bid
<u>Category 7</u>			
Year 1	\$7,235.95	\$7,825.00	No Bid
Year 2	\$7,524.65	\$7,965.00	No Bid
Discount	10%	25%	No Bid
<u>Category 8</u>			
Year 1	\$28,905.80	\$32,570.00	No Bid
Year 2	\$30,061.10	\$33,380.00	No Bid
Discount	10%	25%	No Bid
<u>Category 9</u>			
Year 1	\$7,080.00	No Bid	No Bid
Year 2	\$7,363.20	No Bid	No Bid
Discount	10%	No Bid	No Bid

RESOLUTION NO. FY2019-95

Categories	Galls, Inc. Lexington, KY	Lawmen Supply Co. Pennsauken, NJ	Specialty Graphics, LLC Cherry Hill, NJ
<u>Category 10</u>			
Year 1	\$2,600.00	\$2,450.00	No Bid
Year 2	\$2,704.00	\$2,450.00	No Bid
Discount	10%	25%	No Bid
<u>Category 11</u>			
Year 1	\$4,710.00	\$3,526.00	No Bid
Year 2	\$4,780.80	\$3,707.00	No Bid
Discount	10%	25%	No Bid
<u>Category 12</u>			
Year 1	\$5,112.51	No Bid	No Bid
Year 2	\$5,316.53	No Bid	No Bid
Discount	10%	No Bid	No Bid
<u>Category 13</u>			
Year 1	\$6,325.48	No Bid	No Bid
Year 2	\$6,577.04	No Bid	No Bid
Discount	10%	No Bid	No Bid
<u>Category 14</u>			
Year 1	\$10,451.60	\$10,530.00	No Bid
Year 2	\$10,868.60	\$10,750.00	No Bid
Discount	10%	25%	No Bid
<u>Base Bid B</u>			
<u>Category 15</u>			
Year 1	\$1,298.31	No Bid	\$1,102.00
Year 2	\$1,349.88	No Bid	\$1,120.00
Discount	10%	No Bid	0%
<u>Category 16</u>			
Year 1	\$1,803.04	No Bid	\$1,110.00
Year 2	\$1,874.84	No Bid	\$1,117.00
Discount	10%	No Bid	0%
<u>Category 17</u>			
Year 1	\$2,129.60	No Bid	\$1,227.00
Year 2	\$2,214.51	No Bid	\$1,227.00
Discount	10%	No Bid	0%
<u>Category 18</u>			
Year 1	\$2,551.52	No Bid	\$2,594.00
Year 2	\$2,653.45	No Bid	\$2,594.00
Discount	10%	No Bid	0%
<u>Category 19</u>			
Year 1	\$763.36	No Bid	\$743.00
Year 2	\$793.84	No Bid	\$743.00
Discount	10%	No Bid	0%
<u>Category 20</u>			
Year 1	\$654.40	No Bid	\$1,000.00
Year 2	\$680.46	No Bid	\$1,000.00
Discount	10%	No Bid	0%
<u>Grand Totals for</u>			
Year 1	\$144,044.75	\$117,451.00	\$7,776.00
Year 2	\$149,643.67	\$120,236.00	\$7,801.00

Individual Itemized Award Listing
for
Uniforms and Related Supplies for Public Safety
and Facilities Departments
(Bid #FY19ITB-20)

Galls' Inc. for Categories:

#2, #5, #6, #7, #8, #9, #12, #13 and #20; and

Lawmen Supply Co. for Categories:

#1, #3, #4, #10, #11 and #14; and

Specialty Graphics LLC for Categories:

#15, #16, #17, #18 and #19.

RESOLUTION NO. FY2019-96

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR TRAVEL AGENCY SERVICES

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bids for **Travel Agency Services, Bid #FY19ITB-26**, were received and are attached under “Bid Responses”; and

WHEREAS, it is the recommendation of Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to award the contract as identified on the attached Bid Responses as set forth therein as being the lowest responsible bidder; 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 various departmental accounts for Year 1 and subject to the availability of funds in Year 2 and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY19ITB-26** for **Travel Agency Services** be and is hereby **AWARDED** to **Fantasy Travel** in the anticipated amount of **\$50,000.00 on an as-needed basis** with the terms commencing on or about **January 1, 2019** through **December 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/or to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution awards the bid contract as noted and identified in the “Therefore” clause above for travel agency services. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

January 8, 2019

Bid Responses
For
Travel Agency Services
(Bid #FY19ITB-26)

Description of Fees/Deposit/Charges	Fantasy Travel Berlin, NJ		Gateway Travel, Inc. West Caldwell, NJ	
	Year 1	Year 2	Year 1	Year 2
Airline Fees	\$30.00	\$30.00	\$35.00	\$35.00
Change Fees (Only If Applicable*)	\$30.00*	\$30.00*	\$35.00	\$35.00
Fees for Making Hotel Arrangements	\$15.00	\$15.00	\$0.00	\$0.00
Fees for Making Ground Transportation Arrangements	\$0.00	\$0.00	\$0.00	\$0.00
Fees for making Rail Transportation Arrangements	\$30.00	\$30.00	\$35.00	\$35.00
Deposit Requirements for Group Travel	\$0.00	\$0.00	\$0.00	\$0.00
Ticket Delivery Charges	\$0.00	\$0.00	\$0.00	\$0.00

RESOLUTION NO. FY2019-97

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR
CHILD CARE CENTER OPERATIONS**

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 18A:64A-25.28(m) as a publicly advertised bid for **Child Care Center Operations**, Bid #**FY19ITB-24**, was received and the response is attached below under “Bid Response”; and

WHEREAS, it is the recommendation of Edward Reynolds, Director of Financial Services, Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, to award the contract as identified on the attached Bid Response as set forth therein as being respectively the highest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #109000-46209 and all submitted revenue payments will be deposited into said account for operational expenses.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned Bid #**FY19ITB-24** for **Child Care Center Operations** be and is hereby **AWARDED** to **Kiddie Junction Two, LLC** for revenue payments of a three-year license fee to the College in the amount of **\$151,200.00** plus an additional **\$54,000.00** in **utilities’ charges** for a total three-year contract amount of **\$205,200.00** with the contract terms commencing on **July 1, 2019** and ending on **June 30, 2022** pursuant to the terms and conditions for the bid 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 a three-year contract as noted on the attached Bid Response to the respectively listed bidder for the revenues indicated for both the licensing fees and utilities’ charges amount awarded as identified in the “Therefore” clause above. This contract is for the use of the Building, and environs and operation of the child care center with the term commencing on **July 1, 2019 to June 30, 2022**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

January 8, 2019

Bid Response
for
Child Care Center Operations
(Bid #FY19ITB-24)

Bidder	Monthly License Fee +Utilities' Charge	Yearly License Fee +Utilities' Charge	Total Three-Year License Fee +Utilities' Charge
Kiddie Junction Two, LLC Pennsauken, NJ	\$4,200.00 + \$1,500.00/monthly utilities' charge	\$50,400.00 + \$18,000.00/yearly utilities' charge	\$151,200.00 + \$54,000.00/total 3-yr. utilities' charge

RESOLUTION NO. FY2019-98

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR FIRE AND BURGLAR ALARM MONITORING AND SERVICE, EMERGENCY CALL BOX AND ACCESS CONTROL SYSTEM SERVICE AND CLOSED-CIRCUIT TELEVISION SERVICE

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 **Fire and Burglar Alarm Monitoring and Service, Emergency Call Box and Access Control System Service and Closed-Circuit Television Service**, Bid #FY19ITB-25, was received and is attached under “Bid Response”; and

WHEREAS, it is the recommendation of Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, to award the 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 funding is subject to the availability of funds on an as-needed basis in accounts #164688-61424, #164259-61424, #164698-61424, #164719-61424 and #164708-61424 for Year 1 and subject to the availability of funds in Year 2 and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY19ITB-26 for Fire and Burglar Alarm Monitoring and Service, Emergency Call Box and Access Control System Service and Closed-Circuit Television Service** be and is hereby AWARDED to **Fortress Protection, LLC** in the anticipated amount of **\$160,000.00 on an as-needed basis** with the term commencing on **January 1, 2019** through **December 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/or to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution awards the bid contract to **Fortress Protection, LLC** as the low bidder for Fire and Burglar Alarm Monitoring and Service, Emergency Call Box and Access Control System Service and Closed-Circuit Television Service in the anticipated amount of **\$160,000.00 on an as-needed basis** with the term commencing on **January 1, 2019** through **December 31, 2020** as identified above. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

January 8, 2019

Bid Response
For
Fire and Burglar Alarm Monitoring and Service, Emergency Call Box
and Access Control System Service and
Closed-Circuit Television Service
(Bid #FY19ITB-25)

Fortress Protection, LLC
Cherry Hill, NJ

Base Bid A: One Time Purchase & Installation:

(24) Honeywell IPGSM-4G Fire Alarm Communicators: **\$29,400.00**

(13) Honeywell Cellular Communicators (3G/4G) (iGSMV4G/GSMV4G/iGSMHS4G) **\$5,070.00**

Total Cost Base Bid A: \$34,470.00

Base Bid B: Fire & Burglar Alarm Monitoring & Service:

FIRE ALARM SYSTEMS:

Honeywell

LOCATION	BUILDING	TYPE OF FIRE ALARM SYSTEM	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Blackwood Campus	Adams Hall	Fire Lite Alarms by Honeywell, MS-5210UD	\$145.00	\$1,740.00	\$145.00	\$1,740.00
Blackwood Campus	Child Care Center	Fire Lite Alarms by Honeywell, MS-5UD	\$95.00	\$1,140.00	\$95.00	\$1,140.00
Blackwood Campus	Gabriel E. Danch C.I.M. Center	Fire Lite Alarms by Honeywell, MS-9600UDLS	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Blackwood Campus	Otto R. Mauke Community Center	Fire Lite Alarms by Honeywell, MS-9600UDLS	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Blackwood Campus	Washington Hall	Fire Lite Alarms by Honeywell, MS-5210UD	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Blackwood Campus	Roosevelt Hall	Fire Lite Alarms by Honeywell, MS-9600UDLS	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Blackwood Campus	Jefferson Hall	Fire Lite Alarms by Honeywell, MS-5210UD, Two systems	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Blackwood Campus	Polk Hall (Cooper)	Fire Lite Alarms by Honeywell, MS-9200UDLS	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Blackwood Campus	Lincoln Hall	Fire Lite Alarms by Honeywell, MS-9200UDLS	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Blackwood Campus	Papiano Gymnasium	Fire Lite Alarms by Honeywell, MS-5210UD	\$185.00	\$2,220.00	\$185.00	\$2,220.00

RESOLUTION NO. FY2019-98

LOCATION	BUILDING	TYPE OF FIRE ALARM SYSTEM	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Blackwood Campus	Physical Plant Office & Warehouse	Fire Lite Alarms by Honeywell, MS-5210UD	\$145.00	\$1,740.00	\$145.00	\$1,740.00
Blackwood Campus	Facilities Storage (Parking Lot 14)	Fire Lite Alarms by Honeywell, MS-5210UD	\$95.00	\$1,140.00	\$95.00	\$1,140.00
Blackwood Campus	Power Plant-Main Boiler Room	Fire Lite Alarms by Honeywell, MS-5210UD	\$145.00	\$1,740.00	\$145.00	\$1,740.00
Blackwood Campus	Truman Hall	Fire Lite Alarms by Honeywell, MS-9200UDLS	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Blackwood Campus	Wilson Center	Fire Lite Alarms by Honeywell, MS-9200	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Blackwood Campus	Wolverton Library	Fire Lite Alarms by Honeywell, MS-9200	\$145.00	\$1,740.00	\$145.00	\$1,740.00
Blackwood Campus	Kevin G. Halpern Hall	XLS Series by Honeywell, XLS140-2E	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Camden City Campus	Camden Technology Center (CTC)/ Parking Garage	Fire Lite Alarms by Honeywell, MS-9600UDLS	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Camden City Campus	College Hall	Fire Lite Alarms by Honeywell, MS-9600UDLS	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Cherry Hill	William G. Rohrer Center	Notifier by Honeywell, AFP-200	\$185.00	\$2,220.00	\$185.00	\$2,220.00
TOTALS				\$40,320.00		\$40,320.00

HOURLY RATES FOR MINOR UPGRADES OR ADDITIONAL WORK: Provide below the mechanic's hourly rate to perform Honeywell fire alarm system minor upgrades or additional work:

	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE
Straight Time	\$135.00	\$135.00
Overtime	\$205.00	\$205.00
Premium Time (weekends, holidays)	\$205.00	\$205.00

MARK-UP FOR HONEYWELL PARTS/EQUIPMENT FOR MINOR UPGRADES OR ADDITIONS:

Provide the mark-up from the list price that will be given to CCC for parts, components and/or equipment needed for minor upgrades or additional work: **10%**

Siemens

LOCATION	BUILDING	TYPE OF FIRE ALARM SYSTEM	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Blackwood Campus	Madison Hall/ Connector Bldg.	Fire Finder by Siemens, XLS	\$185.00	\$2,220.00	\$185.00	\$2,220.00

RESOLUTION NO. FY2019-98

LOCATION	BUILDING	TYPE OF FIRE ALARM SYSTEM	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Blackwood Campus	Taft Hall	Desigo by Siemens, FC2050	\$185.00	\$2,220.00	\$185.00	\$2,220.00
			TOTALS	\$4,440.00		\$4,440.00

HOURLY RATES FOR MINOR UPGRADES OR ADDITIONAL WORK: Provide below the mechanic’s hourly rate to perform Siemens fire alarm system minor upgrades or additional work:

	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE
Straight Time	\$135.00	\$135.00
Overtime	\$205.00	\$205.00
Premium Time (weekends, holidays)	\$205.00	\$205.00

MARK-UP FOR SIEMENS PARTS/EQUIPMENT FOR MINOR UPGRADES OR ADDITIONS:

Provide the mark-up from the list price that will be given to CCC for parts, components and/or equipment needed for minor upgrades or additional work: **10%**

Tyco

LOCATION	BUILDING	TYPE OF FIRE ALARM SYSTEM	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Other Blackwood Location	CCC Regional Emergency Training Center (RETC)	Simplex by Tyco, 4010	\$185.00	\$2,220.00	\$185.00	\$2,220.00
Other Blackwood Location	Police Academy Annex	Simplex by Tyco, 4002	\$185.00	\$2,220.00	\$185.00	\$2,220.00
			TOTALS	\$4,440.00		\$4,440.00

HOURLY RATES FOR MINOR UPGRADES OR ADDITIONAL WORK: Provide below the mechanic’s hourly rate to perform Tyco fire alarm system minor upgrades or additional work:

	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE
Straight Time	\$135.00	\$135.00
Overtime	\$205.00	\$205.00
Premium Time (weekends, holidays)	\$205.00	\$205.00

MARK-UP FOR TYCO PARTS/EQUIPMENT FOR MINOR UPGRADES OR ADDITIONS:

Provide the mark-up from the list price that will be given to CCC for parts, components and/or equipment needed for minor upgrades or additional work: **10%**

RESOLUTION NO. FY2019-98**BURGLAR ALARM SYSTEMS:*****Honeywell***

LOCATION	BUILDING	TYPE OF BURGLAR ALARM SYSTEM	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Blackwood Campus	Otto R. Mauke Community Center - local alarm service	Ademco by Honeywell, Vista 10	\$15.00	\$180.00	\$15.00	\$180.00
Blackwood Campus	Lincoln Hall - local alarm service	Ademco by Honeywell, Vista 20	\$15.00	\$180.00	\$15.00	\$180.00
Blackwood Campus	Gabriel E. Danch CIM Center - central monitoring	Ademco by Honeywell, Vista 128BPT	\$40.00	\$480.00	\$40.00	\$480.00
Blackwood Campus	Kevin G. Halpern Hall for Science & Health Education – central monitoring	Ademco by Honeywell, Vista 250BP	\$40.00	\$480.00	\$40.00	\$480.00
Blackwood Campus	Roosevelt Hall – central monitoring	Ademco by Honeywell, Vista 128BPT	\$40.00	\$480.00	\$40.00	\$480.00
Blackwood Campus	Polk Hall (Cooper) – central monitoring	Ademco by Honeywell, Vista 128BPT	\$40.00	\$480.00	\$40.00	\$480.00
Blackwood Campus	Power Plant - Main Boiler Room	Ademco by Honeywell, Vista 20	\$40.00	\$480.00	\$40.00	\$480.00
Blackwood Campus	Physical Plant Office – central monitoring	Ademco by Honeywell, Vista 20	\$40.00	\$480.00	\$40.00	\$480.00
Camden City Campus	College Hall - central monitoring	Ademco by Honeywell, Vista	\$40.00	\$480.00	\$40.00	\$480.00
Camden City Campus	Camden Technology Center (CTC)/ Parking Garage - central monitoring	Ademco by Honeywell, Vista	\$40.00	\$480.00	\$40.00	\$480.00
Camden City Campus	Conference Center - central monitoring	Ademco by Honeywell, Vista	\$40.00	\$480.00	\$40.00	\$480.00
Other Blackwood Location	Police Academy Annex	Ademco by Honeywell, Vista 20	\$40.00	\$480.00	\$40.00	\$480.00
TOTALS				\$5,160.00		\$5,160.00

HOURLY RATES FOR MINOR UPGRADES OR ADDITIONAL WORK: Provide below the mechanic's hourly rate to perform burglar alarm system minor upgrades or additional work:

	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE
Straight Time	\$135.00	\$135.00
Overtime	\$205.00	\$205.00
Premium Time (weekends, holidays)	\$205.00	\$205.00

RESOLUTION NO. FY2019-98**MARK-UP FOR HONEYWELL PARTS/EQUIPMENT FOR MINOR UPGRADES OR ADDITIONS:**

Provide the mark-up from the list price that will be given to CCC for parts, components and/or equipment needed for minor upgrades or additional work: **10%**

Napco

LOCATION	BUILDING	TYPE OF BURGLAR ALARM SYSTEM	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Cherry Hill	William G. Rohrer Center - central monitoring	Magnum Alert by Napco, 3000	\$40.00	\$480.00	\$40.00	\$480.00
TOTALS				\$480.00		\$480.00

HOURLY RATES FOR MINOR UPGRADES OR ADDITIONAL WORK: Provide below the mechanic's hourly rate to perform burglar alarm system minor upgrades or additional work:

	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE
Straight Time	\$135.00	\$135.00
Overtime	\$205.00	\$205.00
Premium Time (weekends, holidays)	\$205.00	\$205.00

Base Bid C: Emergency Call Box & Access Control System Service:**MARK-UP FOR NAPCO PARTS/EQUIPMENT FOR MINOR UPGRADES OR ADDITIONS:**

Provide the mark-up from the list price that will be given to CCC for parts, components and/or equipment needed for minor upgrades or additional work: **10%**

Emergency Call Box Service Contract:

LOCATION	BUILDING	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Blackwood Campus	Campus Walk (exterior)	\$140.00	\$1,680.00	\$140.00	\$1,680.00
Blackwood Campus	Madison Hall (interior)	\$210.00	\$2,520.00	\$210.00	\$2,520.00
Blackwood Campus	Kevin G. Halpern Hall for Science and Health Education	\$320.00	\$3,840.00	\$320.00	\$3,840.00
Blackwood Campus	Taft Hall	\$180.00	\$2,160.00	\$180.00	\$2,160.00
Blackwood Campus	Baseball field	\$140.00	\$1,680.00	\$140.00	\$1,680.00
Blackwood	Connector Building	\$210.00	\$2,520.00	\$210.00	\$2,520.00

RESOLUTION NO. FY2019-98

Campus					
Blackwood Campus	Otto R. Mauke Community Center	\$210.00	\$2,520.00	\$210.00	\$2,520.00
Camden City Campus	College Hall	\$300.00	\$3,600.00	\$300.00	\$3,600.00
Camden City Campus	Camden Technology Center (CTC)/Parking Garage (exterior)	\$400.00	\$4,800.00	\$400.00	\$4,800.00
Cherry Hill	William G. Rohrer Center (interior & exterior)	\$400.00	\$4,800.00	\$400.00	\$4,800.00
Other Blackwood	Regional Emergency Training Center (RETC)	\$210.00	\$2,520.00	\$210.00	\$2,520.00
		TOTALS	\$32,640.00		\$32,640.00

Minor Upgrades or Additional Work:

HOURLY RATES FOR MINOR UPGRADES OR ADDITIONAL WORK: Provide below the mechanic's hourly rate to perform emergency call box systems minor upgrades or additional work:

	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE
Straight Time	\$135.00	\$135.00
Overtime	\$205.00	\$205.00
Premium Time (weekends, holidays)	\$205.00	\$205.00

MARK-UP FOR PARTS/EQUIPMENT FOR MINOR UPGRADES OR ADDITIONS:

Provide the mark-up from the list price that will be given to CCC for parts, components and/or equipment needed for minor upgrades or additional work: **10%**

Access Control Systems Service Contract:

LOCATION	BUILDING	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Blackwood Campus	Kevin G. Halpern Hall for Science and Health Education and Taft Hall – Ingersoll Rand/Schlage System (Vanderbilt Industries' Security Management System)	\$340.00	\$4,080.00	\$340.00	\$4,080.00
Blackwood Campus	Madison Hall and Connector Building – Simens SiPass Access System	\$290.00	\$3,480.00	\$290.00	\$3,480.00
Blackwood Campus	Roosevelt Hall – Keyscan System VII	\$210.00	\$2,520.00	\$210.00	\$2,520.00
Other Blackwood	Police Academy Annex – Keyscan System VII	\$210.00	\$2,520.00	\$210.00	\$2,520.00

RESOLUTION NO. FY2019-98

LOCATION	BUILDING	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Other Blackwood	Camden County College Regional Emergency Training Center (RETC) – Keri Access System	\$210.00	\$2,520.00	\$210.00	\$2,520.00
		TOTALS	\$15,120.00		\$15,120.00

HOURLY RATES FOR MINOR UPGRADES OR ADDITIONAL WORK: Provide below the mechanic's hourly rate to perform access control systems minor upgrades or additional work:

	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE
Straight Time	\$135.00	\$135.00
Overtime	\$205.00	\$205.00
Premium Time (weekends, holidays)	\$205.00	\$205.00

Base Bid D: Closed-Circuit Television (CCTV) Service:**MARK-UP FOR PARTS/EQUIPMENT FOR MINOR UPGRADES OR ADDITIONS:**

Provide the mark-up from the list price that will be given to CCC for parts, components and/or equipment needed for minor upgrades or additional work: **10%**

Closed Circuit TV Service Contract:

LOCATION	BUILDING	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Blackwood Campus	Wolverton Library	\$350.00	\$4,200.00	\$350.00	\$4,200.00
Blackwood Campus	Madison Hall/Connector Building & Otto R. Mauke Community Center Cyber Cafe	\$580.00	\$6,960.00	\$580.00	\$6,960.00
Blackwood Campus	Gabriel E. Danch CIM Center	\$540.00	\$6,480.00	\$540.00	\$6,480.00
Blackwood Campus	Physical Plant & Warehouse	\$540.00	\$6,480.00	\$540.00	\$6,480.00
Blackwood Campus	Kevin G. Halpern Hall for Science & Health Education	\$600.00	\$7,200.00	\$600.00	\$7,200.00
Blackwood Campus	Roosevelt Hall	\$540.00	\$6,480.00	\$540.00	\$6,480.00
Blackwood Campus	Taft Hall	\$540.00	\$6,480.00	\$540.00	\$6,480.00
Blackwood Campus	Polk Hall (Cooper)	\$540.00	\$6,480.00	\$540.00	\$6,480.00
Camden City Campus	College Hall	\$540.00	\$6,480.00	\$540.00	\$6,480.00
Camden City Campus	Camden Technology Center (CTC)/Parking Garage	\$540.00	\$6,480.00	\$540.00	\$6,480.00

RESOLUTION NO. FY2019-98

LOCATION	BUILDING	YEAR 1 PRICE PER MONTH	YEAR 1 TOTAL PRICE	YEAR 2 PRICE PER MONTH	YEAR 2 TOTAL PRICE
Cherry Hill	William G. Rohrer Center	\$540.00	\$6,4800.00	\$540.00	\$6,4800.00
Other Blackwood	Camden County College Regional Emergency Training Center (RETC)	\$375.00	\$4,500.00	\$375.00	\$4,500.00
Other Blackwood	Police Academy Annex	\$375.00	\$4,500.00	\$375.00	\$4,500.00
TOTALS:			\$79,200.00		\$79,200.00

Minor Upgrades or Additional Work:

HOURLY RATES FOR MINOR UPGRADES OR ADDITIONAL WORK: Provide below the mechanic’s hourly rate to perform CCTV systems minor upgrades or additional work:

	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE
Straight Time	\$135.00	\$135.00
Overtime	\$205.00	\$205.00
Premium Time (weekends, holidays)	\$205.00	\$205.00

MARK-UP FOR PARTS/EQUIPMENT FOR MINOR UPGRADES OR ADDITIONS:

Provide the mark-up from the list price that will be given to CCC for parts, components and/or equipment needed for minor upgrades or additional work: **10%**

#1 - HYPOTHETICAL NEW WORK \$30,256.00

#2 - HYPOTHETICAL NEW WORK \$25,414.00

RESOLUTION NO. FY2019-99

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR GLASS PURCHASE & INSTALLATION 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 **Glass Purchase & Installation** were bid twice as Bid #FY19ITB-18 and #FY19ITB-23 and received no bids on both bid processes; and

WHEREAS, it is the recommendation of Patrick Shuttleworth, Director of Facilities Operations & Maintenance; Michael Calabrese, Buildings Operations Manager and Debora McKee, Manager of Purchasing, to award a negotiated contract as identified below as being respectively the lowest responsible vendor of choice. The selection of the departmental vendor of choice was based upon terms for the negotiated contract (#FY19NG-08) 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 the availability of funds on an as-needed basis in accounts #164688-61425; #164688-62419 and various departmental accounts for the remainder of FY2019. Funding in FY2020 and FY2021 are 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 #FY19NG-08 for **Glass Purchase & Installation** be and is hereby AWARDED to the departmental vendor of choice: **Berlin Glass and Mirror, div of Glasstec Enterprises**, in the anticipated amount of **\$20,000.00 on an as-needed basis** with terms commencing **February 1, 2019 through January 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 glass purchase and installation during the period of February 1, 2019 to January 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.

January 8, 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

New Hire

Laura Donoway
Librarian – Systems/Web Services
Academic Affairs
Effective January 14, 2019

Salary Changes

Markis Rouse
Coordinator
Facilities
Effective January 14, 2019

Leroy Stanford
Teaching Administrator/Director – Addictions Counseling
Academic Affairs
Effective August 29, 2018

Separations

Daniel Lefebvre
Public Safety Officer
Public Safety
Effective January 1, 2019

Linda Schaller
Community Service Officer
Public Safety
Effective January 10, 2019

Leaves

James Canonica
Executive Dean
Enrollment and Student Services
Effective December 13, 2018 – January 21, 2019

Laura DiCave
Financial Aid Technician
Financial Aid
Effective November 29, 2018 – November 28, 2019

Stacey Matteo-Maier
Web Specialist
Institutional Effectiveness, Advancement & Strategic Initiatives
Effective January 28, 2019 – April 22, 2019

Lillian Smith
Community Service Officer
Public Safety
Effective December 19, 2018 – January 31, 2019

Government Services Division

Reassignments/Transfers

Muqaddas Ejaz

From Full-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective December 17, 2018

Jeffrey Gordon

From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective January 14, 2019

Separation

Thomas Barnes

Campus Safety Officer
Public Safety
Effective December 2, 2018

Leave

Danny Ballas

Campus Safety Officer
Public Safety
Effective October 29, 2018 – January 31, 2019

Credentials Summary

<p>Laura Donoway</p>	<p>M.S., Rutgers University M.S.L.S., University of North Texas B.S., Park University</p> <p>Ms. Donoway worked for Washington Township School District as a Media Specialist. She also worked for Caravel Academy as an Upper School Librarian/IT Administrator, and for the US Navy as an Information Systems Technician 2nd Class Petty Officer.</p>
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