

John T. Hanson, Chair, called the **May 5, 2020** regular meeting of the Board of Trustees of Camden County College to order at **1:02 PM** via telephone conference.

Mr. Hanson read the required opening statement in accordance with the Open Public Meetings Act indicating that adequate notice of this meeting had been provided via letter transmitted to the *Courier Post* and the *Retrospect* on April 29, 2020. A copy had also been filed with the Clerk of the County of Camden.

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

**Board Members Absent:** Brett Wiltsey.

**Also Present:** Donald Borden, President; Maris Kukainis, Executive Director of Financial Administrative Services; Karl McConnell, General Counsel; and Leeann Rinaldi, Administrative Assistant to the President.

### ***Minutes of Meeting***

**Motion** made by Ms. Croll and seconded by Ms. Troxell to accept the minutes of the April 13, 2020 regular meeting as presented. **Motion** carried unanimously.

### ***Public Comment***

None.

### ***President's Report***

President Borden presented his monthly report as follows:

- A weekly virtual chat for students focusing on mental wellness is being hosted by Dr. Mike Colbert, Chair of the Psychology Department. The ZOOM discussions serve as a safe place for students to voice concerns while taking some of the distance out of social distancing. They check in with each other regarding thoughts, worries, and fears but ultimately create an open forum to discuss anything that is on their mind. Participants in the chat offer each other support, encouragement, or simply connect with other CCC students.
- The College's Nursing, Dental, and Biology Departments donated masks and gloves to the Camden County Department of Health and Human Services. We provided 326 boxes

of gloves (32,600 total gloves), 22 boxes of facemasks (1,100 masks), and 3.5 boxes of N-95 respirators (35 masks) for distribution in the county. A special thank you goes out to Fathia Richardson, Dawn Conley, Roxane Terranova and Rita Pagano for collecting the items from their departments for the donation.

- Kevin Schmidt, Director of Engineering & Technology, is working on a prototype facemask that could be manufactured in the CIM Center. This project could supply much needed PPE for those on the front line.
- Anthony Kates is a CCC Nursing Major, an EMT, and Former Marine Corps Military Police Officer. He is also helping children celebrate their birthdays by joining drive-by birthday parades with other fire, police, and EMS to help children feel special. He also helped deliver handmade face masks, made by a friend, to hospitals in need.
- Randy Forte is a CCC Pre-Nursing Major, an EMT, and a 6-year Army Ranger Veteran who enjoys helping others in their time of need. His biggest challenge during this pandemic is maintaining the best quality of care while adjusting to the ever-changing procedures.
- Sierra Dorfman is a CCC student and state-certified EMT that was deployed by FEMA to the greater New York City area. She ran 24-hour shifts answering 911 calls in areas that she was unfamiliar with on the front lines of the pandemic, while staying on top of her classwork.

### *Grants, Contracts & Gifts*

Ms. Ward presented two resolutions that were recommended for approval by the Business Affairs, Audit, and Campus Development Committee.

**Resolution #183** –Ms. Ward stated that this resolution authorizes the acceptance of a budget amendment required for the purpose of managing the FY2020 allocation of the Carl D. Perkins Career and Technical Education Improvement Grant.

**Motion** made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2020-183 (see attachment **4965A**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

**Resolution #184** – Ms. Ward said that this resolution authorizes the application, acceptance and submission of any budget amendment required for the purpose of managing the FY2021 allocation of the Strengthening Career and Technical Education for the 21st Century Act Grant.

**Motion** made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-184 (see attachment **4965B**). **Motion** carried unanimously.

***Business Affairs, Audit & Campus Development Committee***

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

**Resolution #185** – Ms. Ward said that this resolution authorizes a Transition to College Agreement with the Gloucester City School District for the period September 1, 2019 to June 30, 2021.

**Motion** made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2020-185 (see attachment **4965C**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

**Resolution #186** – Ms. Ward stated that this resolution authorizes the College to enter into a professional services contract with any of the prequalified architectural and engineering pool of professionals based on the RFP that the County put out publicly on behalf of itself and all County agencies on an as-needed basis with the contract term starting from now up to the date of March 31, 2021 and with an end or completion date of the end of the project involved.

**Motion** made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-186 (see attachment **4965D**). **Motion** carried unanimously.

***Bid/Contract Recommendations***

Ms. Ward presented the bid and contract recommendations contained in the packet which consisted of **Resolution #'s FY2020-187 and 188**.

**Motion** made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s FY2020-187 and 188 (see attachment **4965E**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

***Personnel***

President Borden presented **Resolution FY2020-189**- Personnel Actions, dated May 5, 2020.

**Motion** made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2020-189 (see attachment **4965F**). **Motion** carried unanimously.

***Old Business***

None.

***New Business***

Mr. Kukainis advised the Board that, in order to prevent the delay of project completion, there will likely be a need to submit a resolution for the Executive Committee's consideration related to a construction change order for Lincoln Hall renovations.

Mr. Borden announced that, in light of the current circumstances, the June 5 Board of Trustees meeting and retreat will be rescheduled to a later date in June.

**Adjournment**

**Motion** to adjourn the meeting made by Ms. Ward and seconded by Ms. Troxell. **Motion** carried unanimously. The meeting adjourned at 1:18 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2020-183

**RESOLUTION AUTHORIZING A BUDGET AMENDMENT TO THE FY2020  
CARL D. PERKINS CAREER AND TECHNICAL EDUCATION  
IMPROVEMENT 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

**WHEREAS**, the College previously approved a change in the original grant award namely, the Carl D. Perkins Career and Technical Education Improvement Grant Award, Federal Award Identification Number (FAIN): V048A170030 for FY2020; in the amount of \$893,073 on January 7, 2020; (from the original amount of \$885,290 presented and approved at the May 7, 2019 meeting of the Board); and

**WHEREAS**, the Carl D. Perkins Career and Technical Education Improvement Act of 2006 emphasizes local accountability for yearly results, program improvement, increased coordination within the CTE system, stronger academic and technical integration, connections between secondary and postsecondary education, and stronger links to business and industry; and

**WHEREAS**, the purposes and objectives of the Carl D. Perkins Career and Technical Education Improvement Act of 2006 are consistent with the mission of the College; and

**WHEREAS**, it is required that a budget amendment be submitted when the sum of all changes to the award exceeds 10% of the total award and/or requests to purchase equipment other than those items approved in the original grant application; and

**WHEREAS**, this budget amendment request has been reviewed and endorsed by Dr. David Edwards, Executive Vice President for Academic and Student Affairs.

**BE IT FURTHER RESOLVED** that the Board of Trustees hereby approves the submission of budget amendments required for the purpose of managing the FY2020 Carl D. Perkins Career and Technical Education Improvement Grant, and that the appropriate 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 acceptance of a budget amendment required for the purpose of managing the FY2020 allocation of the Carl D. Perkins Career and Technical Education Improvement Grant.

May 5, 2020

RESOLUTION NO. FY2020-184

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO APPLY FOR AND ACCEPT THE GRANT AWARD AND ANY BUDGET AMENDMENTS REQUIRED FOR THE FY2021 STRENGTHENING CAREER AND TECHNICAL EDUCATION FOR THE 21<sup>ST</sup> CENTURY ACT**

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

**WHEREAS**, the College has received notice of a grant award namely, the Strengthening Career and Technical Education for the 21st Century Act, in the estimated amount of \$809,164; and

**WHEREAS**, the purposes and objectives of The Strengthening Career and Technical Education for the 21st Century Act are consistent with the mission of the College; and

**WHEREAS**, it is required that a budget amendment be submitted when the sum of all changes to the award exceeds 10% of the total award and/or requests to purchase equipment other than those items approved in the original grant application occur; and

**WHEREAS**, the drawing down of the funds on the aforementioned grant requires that the Board approve the application and accept the award; and

**WHEREAS**, this budget application and amendment request has been reviewed and endorsed by Dr. Teresa A. Smith, Dean of Academic Affairs and Dr. David Edwards, Executive Vice President for Academic and Student Affairs.

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby apply for and accept the FY2021 award of the Strengthening Career and Technical Education for the 21st Century Act Grant; and

**BE IT FURTHER RESOLVED** that it hereby approves the submission of any budget amendment required for the purpose of managing the FY2021 Strengthening Career and Technical Education for the 21st Century Act Grant and 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 application, acceptance and submission of any budget amendment required for the purpose of managing the FY2021 allocation of the Strengthening Career and Technical Education for the 21st Century Act Grant.

RESOLUTION NO. FY2020-185

**RESOLUTION AUTHORIZING AN AGREEMENT WITH THE GLOUCESTER CITY SCHOOL DISTRICT FOR THE TRANSITION TO COLLEGE PROGRAM**

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

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

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

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

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

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

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

**WHEREAS**, Executive Dean, Margo Venable, recommends that the Board agree to allow the College to enter into this agreement to perpetuate this program with the Gloucester City School District; and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Trustees of Camden County College that it hereby authorizes a Transition to College Program Agreement for the period September 1, 2019 to June 30, 2021 with the Gloucester City School District; 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 Transition to College Agreement for the period September 1, 2019 to June 30, 2021 with the Gloucester City School District.

May 5, 2020

**RESOLUTION AUTHORIZING USE OF ARCHITECTURAL AND ENGINEERING PROFESSIONALS IN THE POOL AS PRE-QUALIFIED BY CAMDEN COUNTY AS THE LEAD AGENT**

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

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

**WHEREAS**, the 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**, the County as Lead Agency through a Fair and Open process on behalf of several separate public agencies, specifically including and naming Camden County College, did publicly advertise proposals for the purpose of establishing a pool of qualified Architectural and Engineering firms for the period of time to commence any contract between April 1, 2020 through March 31, 2021; and

**WHEREAS**, the County Freeholders passed a Resolution on March 19, 2020 specifically adopting and authorizing said qualified pool of professionals, and specifically authorizing the College to enter into professional contracts to secure the services of any of the pre-qualified professionals in the approved pools, and to enter into a professional services contract with any of same upon the adoption of an authorizing Resolution; and

**WHEREAS**, the College is in receipt of the County's pre-qualified pool of Architectural and Engineering firms offering various approved disciplines and services as indicated on the attached listings and seeks to be able to utilize such as the need for such services may arise; and

**WHEREAS**, the qualification of this pool is recommended by Patrick Shuttleworth Director of Facilities Operations and Maintenance, Melissa Manera, Manager of Purchasing, and Maris Kukainis, Executive Director of Financial Administrative Services; and

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES to authorize the College to make, negotiate or otherwise utilize the County's pre-qualified pool of Architectural and Engineering firms offering various approved disciplines and services through



RESOLUTION NO. FY2020-186

the County Qualified Pool to obtain a contract on an as-needed basis with terms commencing on **the date of passage of this Resolution** through **March 31, 2021**; and

**BE IT FURTHER RESOLVED** that the Board of Trustees find that the process utilized to qualify this Pool is hereby found to have been a Fair and Open process; 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; and

**SUMMARY STATEMENT**

This resolution authorizes the College to enter into a professional services contract with any of the prequalified Architectural and Engineering pool of professionals based on the RFP that the County put out publicly on behalf of itself and all County agencies on an as-needed basis with the contract term starting anytime from now up to the date of March 31, 2021 and with an end or completion date of the end of the project involved. It is not a contract award but an authorization to utilize professionals only from this list of those pre-qualified by the County. This Board deems this to have been a Fair and Open process utilized to qualify the pool. Passage of this Resolution authorizes the College administration to utilize any of these qualified professionals on the attached lists to obtain a scope of work and fee proposal from, to enter into negotiations with them over that proposal, and to bring such to the Board for an award of contract.

To the extent it does otherwise, or fails to do so it is hereby corrected by this summary.

		A1 ARCHITECTURAL, PLANNING AND INTERIOR DESIGN	A2 MECHANICAL, ELECTRICAL, PLUMBING AND FIRE SUPPRESSION	A3 STRUCTURAL ENGINEERING, BUILDING DESIGN	A4 CIVIL ENGINEERING, SITE DESIGN	A5 ENVIRONMENTAL ENGINEERING, SITE DESIGN	A6 LANDSCAPE ARCHITECTURE AND DESIGN	A7 CONSTRUCTION MANAGEMENT, BUILDING OR PARK CONSTRUCTION	A8 ENERGY ANALYSIS
1	AECOM Technical Services, Inc.	X	X	X	X	X	X	X	X
2	Anchor Point Architecture	X						X	
3	ARH Associates			X	X	X	X	X	
4	Bach Associates	X	X	X	X	X	X	X	X
5	Becht Engineering		X	X					
6	Becica Associates	X	X	X	X	X	X		X
7	Buchart Horn	X	X	X	X	X			
8	CBRE Heery							X	
9	CDI L.R. Kimball	X	X	X	X	X	X		
10	Clark, Caton, Hintz	X					X		
11	CME Associates, LLC				X	X	X	X	
12	Concord Engineers		X					X	X
13	Consulting Engineer Services	X			X	X	X	X	
14	D&B/Guarino Engineers, LLC	X	X	X	X	X	X	X	X
15	David Mason Associates			X	X				
16	Dewberry Engineering, Inc.	X		X	X	X	X		
17	DiGroup Architecture, LLC	X							X
18	DMZ Planners LLC	X							
19	Environmental Resolution, Inc.			X	X	X	X	X	
20	Ewing Cole	X	X	X					X
21	French & Parrello		X	X	X	X	X	X	X
22	Feinberg & Associates, LLC	X							
23	Garrison Architects	X							
24	Gedeon GRC Consulting			X	X			X	
25	Gilmore & Associates, Inc.				X	X	X		
26	Greyhawk North America, LLC							X	X
27	Greeley & Hansen		X		X	X		X	
28	HKA Global, Inc.							X	
29	HNTB Corp	X	X	X	X				
30	IEI Group	X							
31	IH Engineers, P.C.			X	X			X	
32	JMT		X	X	X	X	X	X	
33	Jingoli							X	X
34	Joseph F. McKernan Jr. Arch & Assoc.	X						X	
35	Keller Engineers			X	X			X	
36	Key Engineers	X			X		X	X	
37	KMA Consulting Engineers				X			X	
38	KS Engineers, PC				X			X	
39	Lammey &Giorgio Architects	X					X	X	
40	LAN Associates	X	X		X	X			
41	Land Dimensions Engineering				X		X		
42	LSEA Corporation	X	X	X	X	X	X	X	X
43	Maser Consulting P.A.			X	X	X	X	X	X
44	MCFA - WBCM - A Joint Venture	X		X	X	X	X	X	
45	Michael Baker International, Inc.	X		X	X	X	X	X	
46	Mott MacDonald	X	X	X	X	X	X	X	X
47	The Musial Group Architecture	X					X		
48	Naik Group				X	X		X	
49	Netta Architects, LLC	X					X		
50	NK Architects	X		X			X	X	X
51	New Road Construction Management							X	

		A1 ARCHITECTURAL, PLANNING AND INTERIOR DESIGN	A2 MECHANICAL, ELECTRICAL, PLUMBING AND FIRE SUPPRESSION	A3 STRUCTURAL ENGINEERING, BUILDING DESIGN	A4 CIVIL ENGINEERING, SITE DESIGN	A5 ENVIRONMENTAL ENGINEERING, SITE DESIGN	A6 LANDSCAPE ARCHITECTURE AND DESIGN	A7 CONSTRUCTION MANAGEMENT, BUILDING OR PARK CONSTRUCTION	A8 ENERGY ANALYSIS
52	NV5	X		X	X	X	X		
53	O'Donnell & Naccarato Structural Engineers			X					
54	Pennoni		X	X	X	X	X	X	X
55	PS&S	X	X	X	X	X	X	X	X
56	PZS Architects	X					X		X
57	R2 Architects, LLC	X					X		
58	Settembrino Architects	X							
59	Sikora Wells Appel						X		
60	SND							X	
61	Stantec Consulting Services, Inc.	X	X		X	X	X	X	
62	SJH Engineering, PC	X	X	X	X	X			
63	Spiezle	X					X	X	X
64	Stone Water Architecture LLC	X							
65	STV, Inc.	X	X	X	X	X	X	X	X
66	Suburban Consulting Engineers	X	X	X	X	X	X	X	
67	3D Engineering		X	X	X	X		X	X
68	39 N Architects	X							
69	Taheri Architecture Inc.	X							
70	T&M Associates	X	X	X	X	X	X	X	X
71	Traffic Planning and Design, Inc				X		X		
72	Tran Systems	X			X				
73	TTI Environmental					X			
74	Tylin International							X	
75	USA Architects	X					X		
76	Watchdog Real Estate Project Management							X	
77	W.J. Castle PE			X	X			X	
78	Woodard & Curran				X	X			

No.	Engineers & Architects	B1 - COUNTY ROADWAY DESIGN	B2- TRAFFIC SIGNAL DESIGN AND TRAFFIC REPORTS	B3-MAJOR BRIDGE DESIGN AND INSPECTION	B4-MINOR BRIDGE DESIGN AND INSPECTION	B5-DAM DESIGN & DAM INSPECTION	B6-LAND SURVEYS	B7-LICENSED SITE REMEDIATION PROFESSIONAL (LSRP)	B8-WATER & WASTEWATER	B9- CONSTRUCTION MANAGEMENT - ENGINEERING
1	3D Engineering & Construction	X	X		X				X	X
2	AECOM	X	X	X	X	X	X	X	X	X
3	ARH Associates	X		X	X	X	X	X	X	X
4	Bach Associates	X	X		X	X	X		X	X
5	Buckhart Horn	X	X	X	X	X		X	X	X
6	CBRE/HEERY									X
7	CDI L.R. Kimball	X	X	X	X	X	X		X	
8	CES Consulting Engineer Services	X	X		X	X	X		X	X
9	CME Associates. LLC	X	X	X	X	X	X	X	X	X
10	Concord Engineering								X	X
11	D&B/Guarino Engineers, LLC	X						X	X	X
12	Dewberry Engineering, Inc.	X	X	X	X	X	X	X	X	X
13	Environmental Resolution, Inc.	X	X			X	X	X	X	X
14	French & Parrello	X	X	X	X	X	X	X	X	X
15	Gedeon GRC Consulting	X	X	X	X					X
16	Gilmore & Associates, Inc.	X	X		X		X			
17	Greenley & Hansen								X	X
18	Greyhawk									X
19	HKA Global Inc.									X
20	HNTB Corp	X	X	X	X	X				X
21	IH Engineers, P.C.	X	X	X	X					X
22	JMT	X	X	X	X	X	X		X	X
23	Joseph Jinogi & Son,Inc.									X
24	Keller Engineers	X	X	X	X	X	X		X	X
25	Key Engineers	X				X	X			X
26	KMA	X	X	X	X		X			
27	KS Engineers, PC	X	X	X	X		X			X
28	Land Dimensions	X				X	X		X	X
29	LSEA	X	X	X	X		X	X		X
30	Maser Consulting P.A.	X	X	X	X	X	X	X	X	X
31	MCFA-WBCM	X	X	X	X		X			X
32	Michael Baker International	X	X	X	X	X			X	X
33	Mott McDonald	X	X	X	X	X	X	X	X	X
34	Naik Group	X	X	X	X	X	X			X
35	New Road Construction Management									X
36	NV5	X	X	X	X	X	X	X		
37	Pennoni	X	X	X	X	X	X	X	X	X
38	PS&S	X	X	X	X	X	X	X	X	
39	SJH Engineering, PC	X	X	X	X	X				X
40	SnD Partners									X
41	Stantec	X	X	X	X	X	X	X		
42	STV	X	X	X	X	X	X	X	X	X
43	Suburban Consulting Engineers, Inc.	X		X	X		X	X	X	
44	T&M Associates	X	X	X	X	X	X	X	X	X
45	Traffic Planning & Design, Inc.	X	X	X	X					X
46	Trans Systems	X		X	X					
47	TTI Environmental Inc.							X		
48	TYLIN International	X	X	X	X					X
49	Watchdog Real Estate Project Management									X
50	WJ Castle & Associates	X		X	X	X				X
51	Woodward & Curran							X	X	

RESOLUTION NO. FY2020-187

**RESOLUTION EXERCISING THE OPTION OF A SECOND YEAR RENEWAL CONTRACT FOR GRASS CUTTING, TRIMMING AND GROUNDS KEEPING SERVICES FROM CAMDEN COUNTY COOPERATIVE PRICING SYSTEM AWARD**

**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 Agreements 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**, the Camden County Cooperative Pricing System, received and opened this publicly advertised Bid #A-11/2020 on March 12, 2020 for the procurement of grass cutting, trimming and grounds keeping services for 2020; and which also included an option to the Contracting Agency of a second year (2021) of contract dependent upon the exercise of the option by the lead agency of the renewal next year; and

**WHEREAS**, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, recommends awarding the contract to the responsible low bidder in each category as follows for grass cutting, trimming and grounds keeping services to **Highland Landscaping, LLC**, (Blackwood Campus and William G. Rohrer Center) and **Maple Leaf Lawncare, Inc.** (Camden Campus) for the term commencing on or about April 10, 2020 and terminating on October 31, 2020, each with an optional second year (2021) renewal subject as noted above and which is subject to appropriate contract terms; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in account #164686-61454 and #164706-61454 in FY2020.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES to exercise its option to procure grass cutting, trimming and grounds keeping services through the Camden County Cooperative Pricing System – Identifier #57-CCCPS identified above pursuant to the aforementioned contracts in the anticipated aggregate amount of **\$83,275.00** with terms commencing on or about **April 10, 2020 and terminating on October 31, 2020**, with an optional second year renewal, which is subject to Lead agency renewal and appropriate contract terms; and

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

May 5, 2020

RESOLUTION NO. FY2020-187

**SUMMARY STATEMENT**

This resolution awards and authorizes the College to award a contract to procure grass cutting, trimming and grounds keeping services made by the CCCPS under its Identifier #57–CCCPS under Bid #A-11/2020 to Highland Landscaping, LLC, (Blackwood Campus and William G. Rohrer Center) and Maple Leaf Lawncare, Inc. (Camden Campus) with terms commencing on or about April 10, 2020 and terminating on October 31, 2020 with an optional second year renewal (2021), which is subject to appropriate contract terms; in the anticipated amount of **\$83,275.00**. Blackwood, Rohrer and RETC are anticipated as \$81,000.00 and Camden is \$2,275. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2020-188

**RESOLUTION AWARDING A CONTRACT FOR THE RENTAL OF LEASED PORTABLE TOILET UNITS**

**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 joint purchasing 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-13/2020 on March 13, 2020 for the procurement of leased portable toilet units as described in that bid; and awarded a contract pursuant thereto; and the College seeks to utilize that procurement to award a contract to that vendor under that bid; and

**WHEREAS**, it is the recommendation of Kay Byrd, Director of Facilities, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to procure leased portable toilets from Russell Reid Waste Hauling & Disposal Service Co., t/a Mr. John for Contract No. 1; and

**WHEREAS**, Helen Antonakakis, the Executive Director for Finance and Planning, has certified the funds are available on as-needed basis in account #164686-64206 for FY2020 and is contingent upon the availability of funds for FY2021..

**THEREFORE, BE IT RESOLVED** by the Board that the College may contract for leased portable toilet units through the CCCPS – Identifier #57-CCCPS contract identified above on an as-needed basis in the anticipated amount of **\$1,464.00** with the contract term commencing on **April 1, 2020** through **March 31, 2021** with a one year option to be exercised at the sole discretion of the County; and

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

**SUMMARY STATEMENT**

This resolution awards and authorizes the College to procure leased portable toilet units through the Camden County Cooperative Pricing System under its – Identifier #57 –CCCPS under Bid #A-13/2020 from Russell Reid Waste Hauling & Disposal Service Co., t/a Mr. John in the anticipated amount of \$1,464.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

May 5, 2020

RESOLUTION NO. FY2020-189

**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**

**Promotions**

Anne Daly

From Dean  
To Executive Dean of Student Affairs/  
Title IX Coordinator, Acting  
Enrollment and Student Services  
Effective May 18, 2020

Jennifer Hicken

From Enrollment Services Associate  
To Administrative Assistant to Executive Dean, Acting  
Enrollment and Student Services  
Effective May 18, 2020

Kaitlynn Shawaryn

From Coordinator of Training Services and University Center  
To Director of University Center and Transfer Services, Acting  
Enrollment and Student Services  
Effective May 18, 2020

**Title Change**

Kay Byrd

From Director of Events and Facilities  
To Director of Facilities Services and Sustainability  
Financial Administrative Services  
Effective May 11, 2020

**Leave**

Calvin Ferguson

Program Coordinator  
Transition to College  
Effective February 2, 2020 – March 12, 2020

***Government Services Division***

**Separations**

Brett Fischer

Campus Safety Officer  
Public Safety  
Effective April 23, 2020

Adrianna Moore

Campus Safety Officer  
Public Safety  
Effective April 9, 2020

**Leaves**

Thomas Barnes

Campus Safety Officer - EMT  
Public Safety  
Effective April 11, 2020 – May 18, 2020

Maria Diaz

Campus Safety Officer  
Public Safety  
Effective April 1, 2020 – April 13, 2020

RESOLUTION NO. FY2020-189-1

Michael Dietrich	Campus Safety Officer Public Safety Effective April 1, 2020 – June 24, 2020
Janiece Hernandez	Campus Safety Officer Public Safety Effective April 1, 2020 – June 24, 2020
Olivia Justice	Campus Safety Officer Public Safety Effective April 11, 2020 – May 18, 2020
Taylor Knopka	Campus Safety Officer Public Safety Effective March 23, 2020 – May 3, 2020
Amanda Roman	Campus Safety Officer Public Safety Effective April 1, 2020 – June 24, 2020