



400 Paramus Road, Paramus, New Jersey 07652  
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**BOARD OF TRUSTEES**  
**PUBLIC MEETING**

**Tuesday, February 7, 2017 – 5:00 p.m.**

**Paramus Campus – TECHNOLOGY BUILDING – 128 BC**

**Oath of Office:**

Prior to the board meeting, The Oath of Office will be administered at 4:50 p.m. to:

*Mr. Joseph A. Barreto*  
*Mr. James Demetrakis*  
*Mr. Patrick J. Fletcher*  
*Mr. Mark Longo*  
*Ms. Carol Otis*  
*Ms. Irene Oujo*  
*Dr. Sheetal Ranjan*

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Roll Call
- IV. Pledge of Allegiance
- V. Reports
  - A. Treasurer
  - B. President                      Presentation: Philosophy Department Assessment
  - C. Committees
    - 1. Audit and Finance/Legal
    - 2. Education and Student Affairs
    - 3. Personnel
    - 4. Site and Facilities
    - 5. Strategic Planning and Issues
  - D. Alumni Trustee
- VI. Unfinished Business
- VII. New Business/Open to the Public
- VIII. Actions
  - A. Approval of Minutes – December 6, 2016
  - B. Consent Agenda – Tuesday, February 7, 2017



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**BOARD OF TRUSTEES**  
**PUBLIC MEETING**

**Tuesday, February 7, 2017 – 5:00 p.m.**

- IX. Executive Session
- X. New Business/Open to the Public
- XI. Adjournment



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## **CONSENT AGENDA**

Tuesday, February 7, 2017 – Paramus Campus

Actions to be considered by the Board of Trustees. Additional actions may be added to this list and may be considered by the Board. Any actions herein listed may be removed from the Agenda by the Board prior to passage.

### **APPROVAL OF MINUTES:**

**December 6, 2016**

### **AUDIT AND FINANCE (A/F)**

1. Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP.
2. Approval of Labor Voucher – Cleary, Giacobbe, Alfieri, Jacobs (Negotiations)
3. To award banking services to TD Bank in accordance with RFP R-076 for the period February 15, 2017 thru February 14, 2019.
4. To amend the Board action dated November 1, 2016, for One Card ID System to increase the amount authorized for hardware and services to install an access card system in the Health Professions Building and Scoskie Hall. These projects are funded by the Go Bond and County Funds
5. Authorization for AMSimpkins & Associates to provide continued Colleague programming services in support of the SQL Migration. AMSimpkins & Associates will provide 1200 hours of programming services at a rate of \$145.00 per hour. The not to exceed amount is \$174,000.
6. To authorize the purchase from Promedia-New Era of two blocks of Nutanix Servers for replacing and expanding the DataCenter Server Farm.
7. To authorize the purchase from SHI International of Cisco IP Phones to replace aging models currently not supported by our Call Manager System.
8. To authorize the purchase from HB Communication, Inc. of a ProMAX Online 1000 64 TB Server to increase storage capacity for Media Technology's video productions.
9. To reject bid received for Public Bid P-2224 Mechanical Ventilator and Accessories and to re-bid.
10. To authorize the purchase from Promedia-New Era of Cisco 4500-X switches to replace End of Life Core Switches in Hackensack and Lyndhurst.
11. To authorize the purchase from Promedia-New Era of Cisco Wireless Access Points to replace aging models no longer supported.
12. To authorize the purchase from Promedia-New Era of 28 Cisco 10GB Optics to provide high speed connectivity to several IDF's across all three campuses.
13. To authorize the purchase from Apple Inc. for (13) MacBook Pro laptops and (13) iPad Pro to be used by Computer Science and Information Technology Students. This is funded by Perkins Grant.
14. To authorize the purchase of APC Uninterruptible Power Systems (UPS) to replace aging models with failing batteries from CDW Government, Inc. The UPS batteries will allow our equipment to power down properly in the event of a power failure ultimately protecting our equipment and allowing for a safe reboot upon power restoration.
15. To authorize the purchase from Promedia-New Era for VMWare licensing and three (3) years of support to implement Phase II of the Virtual Desktop Infrastructure. This technology will effectively serve all academic departments and programs by providing students with virtual desktops, at anytime, anywhere and on any device to which they may have access.

16. To authorize a new 3-year contract with Blackboard, Inc. to renew the college's Moodlerooms Joule (LMS) Learning Management System for the Continuing Education department.
17. To authorize an annual renewal of maintenance services with Simplex Grinnell for fire alarm/sprinkler system testing, inspection, parts and labor at the Ciarco Learning Center and the Meadowlands. In addition to the fire alarm services at the Meadowlands, maintenance services for the CCTV and access control systems are also included in the annual agreement. Simplex systems are proprietary systems.
18. To authorize Bergen Community College as Lead Agency for the NJ County College Joint Purchasing Consortium to enter into a 3-year renewal agreement for ReadSpeaker text to speech software licenses for the participating member colleges.
19. To purchase a Tennant Multi-Surface Cleaner, Battery Burnisher, Auto Scrubber, and accessories from BioShine.
20. To continue coverage of Cyber, Privacy, & Security Liability insurance by purchasing from Chubb/ACE American Insurance through Otterstedt Insurance Agency.
21. Revise Mileage Reimbursement Rate
22. Authorize request for Chapter 12 allocation for FY2018
23. Approve Designation: Public Agency compliance Officer
24. Request funding from the County for the purpose of IT Lifecycle Initiatives for FY2018.

**EDUCATION AND STUDENT AFFAIRS (E/SA)**

1. Authorize submission of a proposal to the Robert Wood Johnson Foundation's Next Generation Community Leaders (NJHI) 2017 Grants Program in the amount of \$200,000 for a 3 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.
2. To authorize the award of RFP # R-077 for evaluation consulting services for Hispanic Serving Institutions STEMatics (HSI STEM) Grant Program to Group i&i in the amount of \$171,535 over a 2 year period, and authorize President B. Kaye Walter, or her designee, to execute required documents.
3. To authorize the award of RFP # R-078 for evaluation consulting services for Title V Developing Hispanic-Serving Institution's (HSI) Grant to Educational Policy Institute in the amount of \$40,200.00 over a one year period, and authorize President B. Kaye Walter, or her designee, to execute required documents.
4. Authorize submission of a proposal to the U.S. Department of Justice's Byrne Criminal Justice Innovation (BCJI) Program in the amount of \$1,000,000 for a 3 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.
5. Authorize submission of a proposal to the Council for Adult and Experiential Learning to participate in a pilot project, *Linking Workforce Systems and Community College through Prior Learning Assessment for Adult Learner Success*, funded by the ECMC Foundation in the amount of \$25,000 for a one-year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.

**PERSONNEL (P)**

6. Reappointment: Faculty – Fifth Reappointment [with tenure]
7. Rescind Reappointment: Project Personnel/Small Business Development Director
8. Approve Sabbaticals Leaves of Absence (Faculty)
9. Approve stipends for Nursing Clinical Faculty for spring 2017 semester
10. Resignations:
  - a. Confidential
  - b. Professional
  - c. Support Staff
11. Retirements:
  - a. Faculty
  - b. Support Staff
12. Separation: Confidential

**SITE AND FACILITIES (S/F)**

1. To award professional services to RSC Architects for the preparation of plans and specifications for the Nurse's Office in Ender Hall for Bergen County Technical High School, at a cost not to exceed \$20,900.00.



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**BOARD OF TRUSTEES ACTION A/F 1**  
**Approval Date: February 7, 2017**

**Resolution:**

Approval of Legal Vouchers – DeCotiis, FitzPatrick & Cole, LLP

**Submitted By**

Mr. Victor Anaya, Chief Financial Officer

**Action Requested**

Approval for payment of the following legal vouchers:

November 1, 2016 to November 30, 2016	DeCotiis, FitzPatrick & Cole, LLP.	\$ 26,391.57
December 1, 2016 to December 31, 2016	DeCotiis, FitzPatrick & Cole, LLP.	\$ 15,555.39

Legal bills are available on the College's web site under the Board of Trustees at the following address:

<http://www.bergen.edu/about-us/board-of-trustees/legal-bills>

Charge To: College Operating Funds  
Account Number: 10-01-186100-607566



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**BOARD OF TRUSTEES ACTION A/F 2**  
**Approval Date: February 7, 2017**

**Resolution:**

Approval of Labor Voucher – Cleary Giacobbe Alfieri Jacobs (Negotiations)

**Submitted By**

Mr. Victor Anaya, Chief Financial Officer

**Action Requested**

Approval for payment of the following labor voucher:

November 1, 2016 to November 30, 2016	– Invoice 47620
Cleary Giacobbe Alfieri Jacobs	\$ 1,800.00

Labor bills are available on the College's web site under the Board of Trustees at the following address:

<http://www.bergen.edu/about-us/board-of-trustees/legal-bills>

Charge To: College Operating Funds  
Account Number: 10-01-186100-607216



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**BOARD OF TRUSTEES ACTION A/F 3**  
**Approval Date: February 7, 2017**

**Resolution**

To award banking services to TD Bank in accordance with RFP R-076 for the period February 15, 2017 thru February 14, 2019.

**Submitted By**

Mr. Victor Anaya, Chief Financial Officer  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to award RFP # R-076 Banking Services to TD Bank for a period of 2 years.

**Justification**

Banking services used by the College including deposit accounts, checking accounts, debit/credit card services, ATM machines, and courier services.

A total of 4 proposals were received in response to RFP #R-076. Of the 4 received, the proposal submitted by TD Bank is consistent with our requirements.

The Request for Proposals was advertised on the College website in accordance with New Jersey P.L. Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

A total of 23 firms registered and proposals were received from the companies listed below.

Banking services are exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (1).

An evaluation report of the proposals received is attached.

Capital One Bank  
Investors Bank  
Provident Bank  
TD Bank, N.A.



## **Bergen Community College**

### **Evaluation of Proposals**

#### **RFP R-076 Banking Services**

**Term of Contract:** February 2017-February 2019

**Evaluation Team:** Jianhua Falcone, Caroline Ofodile, Sonia Rose and Victor Anaya

In response to the request for proposals for banking services, the College received four proposals outlined below. A detailed analysis of the proposals is attached.

**Capital One:** Although Capital One can provide most of the required services, in general, the other banks offered better financial proposals. Additionally, Capital One is unable to provide ATM services which is a requirement of the RFP. Therefore, this bank was deemed non-responsive by the evaluation team.

**Investors Bank:** Investors' proposal includes offerings that exceed the proposals of the other banks in some areas including interest calculations, and certain fees. However, the bank does not have any locations in Paramus or in the immediate area which would be inconvenient for students and staff who need local banking services for various banking needs.

Unlike two of the other banks who submitted proposals, this bank will not provide armored car services. Instead, a reimbursement would be provided if the College were to contract directly for this service with the armored car company.

Overall, this bank does not meet all of the College's banking needs, and therefore, was not selected for award by the evaluation team.

**Provident Bank:** This bank can provide the required services, and is competitive with the other banks and/or exceeds the other banks in some areas. However, interest rates were not as favorable as those proposed by some of the other banks. Similar to Investors' bank, Provident does not have any branches in Paramus. Their closest branch is the farthest from the Paramus Campus than any of the other banks who submitted proposals.

For the reasons stated above, this bank was not selected for award by the evaluation team.

**TD Bank:** TD can provide all of the required banking services and has a full understanding of the College's banking needs. They exceed the other banks in many of the requirements of the RFP and will provide competitive rates.

**Recommendation:** Based on review of all of the proposals received, the evaluation team recommends the award of RFP R-076 for banking services be made to TD Bank for the reasons stated below.

- TD Bank has the ability to meet the RFP requirements in all areas.

- Retaining TD Bank will require zero Implementation time and minimal additional resources from the College.
- TD Bank has proposed an enhanced security system for the operational needs of the College.
- The Earnings Credit Rate offered by TD Bank is competitive with other banks. The overall cost of services may be higher at TD, but not significant enough to outweigh the benefits as demonstrated in the proposal.
- TD Bank has \$280 billion in assets, \$225 billion in deposits with over 1200 locations, three of which are within short distances of either Paramus or Lyndhurst locations. This provides ease of access and convenience for College operations and student/staff banking needs.
- Retaining TD Bank will minimize disruption to College banking operations and student banking services..

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**BOARD OF TRUSTEES ACTION A/F 4**  
**Approval Date: February 7, 2017**

**Resolution**

To amend the Board action dated November 1, 2016, for One Card ID System to increase the amount authorized for hardware and services to install an access card system in the Health Professions Building and Scoskie Hall. These projects are funded by the Go Bond and County Funds

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Amend Board Action A/F 11, dated November 1, 2016, to increase the amount authorized for CBORD Group by an additional \$45,020.00, making the total award \$312,020.

**Justification**

The additional funds are due to an error on the original estimate and the addition of the Scoskie Hall project. This will provide 114 swipe card door locks in the Health Professions Building and 11 swipe card door locks at Scoskie Hall which will allow Public Safety to remotely monitor and manage access inside the building.

**Charge To:** Go Bond

**Account Number:** 20-00-115300-604289

**Charge To:** Scoskie Hall Refurbishment Bond

**Account Number:** 20-00-116700-604300



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**BOARD OF TRUSTEES ACTION A/F 5**  
**Approval Date: February 7, 2017**

**Resolution**

Authorization for AMSimpkins & Associates to provide continued Colleague programming services in support of the SQL Migration. AMSimpkins & Associates will provide 1200 hours of programming services at a rate of \$145.00 per hour. Not to exceed amount is \$174,000.

**Submitted By**

Mr. Victor Anaya, Chief Financial Officer  
Mr. William Corcoran, Vice President of Facilities, Planning, Operations and Public Safety  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization for AMSimpkins & Associates to provide continued Colleague programming services in support of the SQL Migration.

**Justification**

Following the migration of Colleague from Unidata to SQL, there remains several processes and reports that are not functioning as they should or need to be re-written to function in the SQL environment. Additional programming hours are required to address the remaining issues.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. AMSimpkins & Associates. has completed and submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract The Political Contribution disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the college.

Computer support services are exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19).

**Charge to:** College Operating Funds

**Account:**



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**BOARD OF TRUSTEES ACTION A/F 6**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the purchase from Promedia-New Era of two blocks of Nutanix Servers for replacing and expanding the DataCenter Server Farm.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase an additional two blocks of four Nutanix Server nodes at a cost of \$433,382.50, with Promedia-New Era on NJ State Contract 87720.

**Justification**

These additional nodes will allow us to replace aging servers in the Datacenter and begin a shift to hyperconvergence. This will allow us to significantly decrease the complexity and footprint of our datacenter, decrease our power utilization and facilitate a smoother support model.

Quotations were received from the companies listed below.

Promedia-New Era	\$433,382.40
SHI International	\$716,877.00
ePlus Technology, Inc.	\$745,210.00

Purchase through NJ State Contract is allowed in accordance with County College Contracts Law 18A-64A-25.9.

**Charge to:** College Operating Funds  
**Account:** 20-01-165100-604300



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**BOARD OF TRUSTEES ACTION A/F 7**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the purchase from SHI International of Cisco IP Phones to replace aging models currently not supported by our Call Manager System.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase 150 Desk phones, 200 Wall Phones and 100 licenses for Cisco Call Manager at a cost of \$96,800.00 from SHI International on NJ State Contract 87720 (NASPO AR233).

**Justification**

Over time the majority of the phones in our system have reached the end of life/end of support dates with Cisco. Due to this many of them will no longer be supported in upcoming code releases. IT is taking steps to ensure that the phones are lifecycled in a regular fashion to ensure that we can keep up to date with security and functionality updates.

Quotations were received from the companies listed below.

SHI International Corp	\$96,800.00
Promedia-New Era	\$104,812.50
ePlus Technology, Inc.	\$108,550.00
Continental Resources, Inc.	\$109,550.00

Purchase through NJ State Contract is allowed in accordance with County College Contracts Law 18A-64A-25.9.

**Charge to:** College Operating Funds  
**Account:** 20-01-165100-604207



**BOARD OF TRUSTEES ACTION A/F 8**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the purchase from HB Communication, Inc. of a ProMAX Online 1000 64 TB Server to increase storage capacity for Media Technology’s video productions.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase ProMAX Online 1000 64 TB server from HB Communication, Inc. for \$27,029.00.

**Justification**

The Media Technologies Dept. has many electronic video productions that need a central storage location due to the increased demand for retention. Videos are currently being stored on multiple small servers and on various computers which we have outgrown and the ProMAX server will allow for a much higher storage capacity and a retention schedule to be implemented.

Quotations were received from the companies listed below.

HB Communications	\$27,029.00
ProMAX Systems	\$27,101.00
Video Corp of America	NO QUOTE

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. HB Communications, Inc. has completed and submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S. A 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

This purchase is below the County College bid threshold and is not required to be bid.

**Charge to:** College Operating Funds  
**Account:** 20-03-384000-604300



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**BOARD OF TRUSTEES ACTION A/F 9**  
**Approval Date: February 7, 2017**

**Resolution**

To reject bid received for Public Bid P-2224 Mechanical Ventilator and Accessories and to re-bid.

**Submitted By**

Dr. William Mullaney, Vice President, Academic Affairs  
Mr. Victor Anaya, Chief Financial Officer  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Reject bid received from Maquet Medical and re-bid.

**Justification**

The sole bid submitted by Maquet Medical Systems, was a conditional bid that took material exceptions to the bid specifications and therefore, must be rejected. This will be re-bid in the near future.

**Charge To:** Perkins Grant

**Account Number:**





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**BOARD OF TRUSTEES ACTION A/F 10**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the purchase from Promedia-New Era of Cisco 4500-X switches to replace End of Life Core Switches in Hackensack and Lyndhurst.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase 3 Cisco 4500-X switches at a cost of \$33,825.24 from Promedia-New Era on NJ State Contract 87720.

**Justification**

The core switches in Lyndhurst and Hackensack that provide communications and connectivity to the Paramus Campus have reached their end-of-life/end-of-support dates and need to be replaced in order to ensure reliable connectivity between the remote campuses and Paramus. These switches provide voice and internet service to their respective campuses.

Quotations were received from the companies listed below.

Promedia-New Era	\$33,825.24
ePlus Technology, Inc.	\$36,268.00
SHI International Corp	\$37,953.00
Continental Resources, Inc.	\$38,170.80

Purchase through NJ State Contract is allowed in accordance with County College Contracts Law 18A-64A-25.9.

**Charge to:** FY16 County Capital Bond  
**Account:** 20-00-116400-604300



**BOARD OF TRUSTEES ACTION A/F 11**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the purchase from Promedia-New Era of Cisco Wireless Access Points to replace aging models no longer supported.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase 48 Wireless Access Points and 10 Clean Air Modules for existing Access Points at a cost of \$47,675.92 with Promedia-New Era on NJ State Contract 87720.

**Justification**

The college has many access points on its premises that have reached the end of their useful life and are no longer supported by Cisco. Additionally these access points do not support the latest protocols and technologies and need to be replaced with modern devices. The IT department is taking steps to lifecycle these devices to ensure the highest levels of service, availability and support for our faculty, staff and students.

Quotations were received from the companies listed below.

Promedia-New Era	\$47,645.92
Technotime Business Solutions	\$52,722.40
ePlus Technology, Inc.	\$54,309.80
SHI International Corp	\$56,256.00
Continental Resources, Inc.	\$56,475.92

Purchase through NJ State Contract is allowed in accordance with County College Contracts Law 18A-64A-25.9.

**Charge to:** County Capital Funding  
**Account:** 20-00-115100-60430



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**BOARD OF TRUSTEES ACTION A/F 12**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the purchase from Promedia-New Era of 28 Cisco 10GB Optics to provide high speed connectivity to several IDF's across all three campuses.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase 28 Cisco Optical Modules at a cost of \$27,937.56 from Promedia-New Era on NJ State Contract 87720.

**Justification**

The 10GB Optics will allow us to increase the bandwidth of the links between several IDFS on campus from 1GB to 10GB. This additional bandwidth will allow to IT department to continue to roll out modern/high-bandwidth technology such as virtual desktops and high-definition video content to classrooms and offices across all of our locations.

Quotations were received from the companies listed below.

Promedia-New Era	\$27,937.56
SHI International Corp	\$31,836.00
ePlus Technology, Inc.	\$31,920.00
Continental Resources, Inc.	\$31,920.00

Purchase through NJ State Contract is allowed in accordance with County College Contracts Law 18A-64A-25.9.

**Charge to:** College Operating Funds  
**Account:** 20-01-165100-604300



**BOARD OF TRUSTEES ACTION A/F 13**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the purchase from Apple Inc. for (13) MacBook Pro laptops and (13) iPad Pro to be used by Computer Science and Information Technology Students. This is funded by Perkins Grant.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Dr. William Yakowicz, Director, Grants Administration  
Ms. Barbara Golden, Director Purchasing and Services

**Action Requested**

Authorization to purchase (13) MacBook Pro laptops and (13) iPad Pro tablets from Apple Inc. for an amount of \$27,614.00.

**Justification**

Equipment purchase for classroom: laptops, tablets, smartphones. These laptops and handheld computing devices will be used by students involved in programming, database, mobile iOS/Android/Windows application development, computer and desktop support and applied research. At the current time Computer Science and Information Technology students have no exposure to emerging technologies with a focus on engaging in hands-on technology research. These devices will accommodate for student learning and applied research in emerging technologies, promote collaboration as well as lay the necessary groundwork for team projects. Students will be able to apply problem-solving skills to real-world problems and will be better prepared for employment because of the skills acquired in the current hands-on IT environment. Apple products run on iOS, Apple's proprietary Operating System, which is not available on any devices from any other manufacturers. While learning how to develop applications and/or provide computer/desktop support, it is greatly important for students to get exposure to a variety of current platforms, including but not limited to iOS. Such variety will accommodate for hands-on opportunities and assist in becoming successful in the emerging technologies environment.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Apple Inc. has complete and submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the college.

Proprietary computer hardware is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19).

**Charge To: Perkins Grants**

**Account Number: 20-02-590400-604301**



**BOARD OF TRUSTEES ACTION A/F 14**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the purchase of APC Uninterruptible Power Systems (UPS) to replace aging models with failing batteries from CDW Government, Inc. The UPS batteries will allow our equipment to power down properly in the event of a power failure ultimately protecting our equipment and allowing for a safe reboot upon power restoration.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
 Mr. Victor Anaya, Chief Financial Officer  
 Mr. Stephen Valkenburg, Executive Director, Information Technology  
 Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase 23 APC UPS's with appropriate monitoring cards from CDW Government, Inc. at a cost of \$34,439.09.

**Justification**

UPS Batteries have a useful life of approximately 5 years at which time they need to be replaced. Many of the models in our environment have gone well over that expected lifetime and are beginning to fail. This purchase will allow us to replace the UPS's in 11 IDF closets on the Paramus Campus.

Quotations were solicited from the companies listed below.

CDW Government, Inc.	\$34,439.09
Provantage Corporation	\$34,685.00
Graybar	NO QUOTE

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. CDW Government, Inc. has complete and submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the college.

This purchase is below the County College bid threshold and is not required to be bid.

**Charge to:** County Capitol Bond  
**Account:** 20-00-116600-604300



**BOARD OF TRUSTEES ACTION A/F 15**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the purchase from Promedia-New Era for VMWare licensing and three (3) years of support to implement Phase II of the Virtual Desktop Infrastructure. This technology will effectively serve all academic departments and programs by providing students with virtual desktops, at anytime, anywhere and on any device to which they may have access.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase VMWare Licensing and 3 years of support at a cost of \$120,274.45 from Promedia-New Era on NJ State Contract 87720.

**Justification**

To continue with Phase II of the Virtual Desktop Infrastructure (VDI) implementation, we need to purchase the necessary licenses and support to accommodate an additional 500 devices. The virtual desktop environment will provide a secure, cost effective and supportable desktop computing environment. This technology provides access to a virtual environment for desktop/computers allowing the college and students to benefit from cost savings through shared resources.

Quotations were solicited from the companies listed below:

Promedia-New Era	\$120,274.45
Dell Marketing L.P.	\$142,168.10
Continental Resources, Inc.	\$143,536.85

Purchase through NJ State Contract is allowed in accordance with County College Contracts Law 18A-64A-25.9.

**Charge to:** College Operating Funds  
**Account:** 10-01-165100-607526



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**BOARD OF TRUSTEES ACTION A/F 16**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize a new 3-year contract with Blackboard, Inc. to renew the college's Moodlerooms Joule (LMS) Learning Management System for the Continuing Education department.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to renew hosting and maintenance of Moodlerooms Joule Learning Management System platform for the Continuing Education Department including Office 365 integration for three years at a cost of \$22,170.00. This renewal is for 1,000 users and 100 GB of storage space and will be billed annually at \$9,260.00 for the first year (which includes a one-time set up fee for O365 integration), \$6,390.00 for the 2<sup>nd</sup> year and \$6,520.00 for the third year.

**Justification**

The Moodlerooms Joule Platform is the college's online learning platform or learning management system (LMS) which is maintained and fully-hosted in the cloud in a clustered, load balanced and redundant environment.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Blackboard, Inc. has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S. A 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N. J.S. A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

Software support is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19).

**Charge to:** College Operating Funds  
**Account:** 10-01-165100-607526





**BOARD OF TRUSTEES ACTION A/F 17**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize an annual renewal of maintenance services with Simplex Grinnell for fire alarm/sprinkler system testing, inspection, parts and labor at the Ciarco Learning Center and the Meadowlands. In addition to the fire alarm services at the Meadowlands, maintenance services for the CCTV and access control systems are also included in the annual agreement. Simplex systems are proprietary systems.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Samuel John, Interim Managing Director, Physical Plant  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization for Simplex Grinnell to provide maintenance services for one-year at a cost of \$28,479.38.

**Justification**

The College is required to inspect and test these systems to meet fire code and safety regulations, and to provide a safe environment for building occupants. Simplex hardware and software is proprietary in nature and only available through Simplex District Offices. Simplex Grinnell is the sole authorized service provider in the North Jersey Region.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Simplex Grinnell has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

These services are below the County College bid threshold and are not required to be bid.

**Charge To:** College Operating Funds

**Account Number:** 10-06-610100-607550 \$7575.43  
10-01-192100-607550 \$20,903.95



**BOARD OF TRUSTEES ACTION A/F 18**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize Bergen Community College as Lead Agency for the NJ County College Joint Purchasing Consortium to enter into a 3-year renewal agreement for ReadSpeaker text to speech software licenses for the participating member colleges.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Mr. Victor Anaya, Chief Financial Officer  
Ms. Barbara Golden, Director, Purchasing and Services

**Justification**

Per the directive of the Board of Trustees, the College has assumed Leadership for this consortium purchase to help serve better pricing. This agreement keeps the participating colleges in compliance with ADA regulations.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BERGEN COMMUNITY COLLEGE AS FOLLOWS:

WHEREAS, Bergen Community College requires the acquisition of ReadSpeaker text to speech software by means of a non-fair and open contract; and

WHEREAS, N.J.S.A. 18A:64A-25.10 authorizes the boards of trustees of two or more county colleges to provide jointly by agreement for the purchase of work, materials, or supplies for their respective colleges; and

WHEREAS, the NJ County College Joint Purchasing Consortium has determined that it would be advantageous to combine the purchasing power of New Jersey's county colleges in order to obtain the best pricing for ReadSpeaker.

WHEREAS, Bergen Community College will serve as Lead Agency in this joint agreement for the participating colleges, and

WHEREAS, the college administration has determined that ReadSpeaker, can supply the participating colleges (estimated to be 10 colleges) with these items for a 3-year term at an estimated total cost of \$28,138.00 per year to be allocated amongst these colleges based on Full Time Equivalent students. Bergen Community Colleges share is estimated to be \$4285.00 per year.

NOW, THEREFORE, BE IT RESOLVED that the Bergen Community College Board of Trustees authorizes the College to enter into a joint agreement with approximately 10 of New Jersey's community colleges for the procurement of ReadSpeaker.

ReadSpeaker has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

Proprietary computer software is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19).

**Charge to:** College Funds

**Account Number:** 10-01-165100-607526



**BOARD OF TRUSTEES ACTION A/F 19**  
**Approval Date: February 7, 2017**

**Resolution**

To purchase a Tennant Multi-Surface Cleaner, Battery Burnisher, Auto Scrubber, and accessories from BioShine.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Chris Talmo, Director, Custodial Operations  
Ms. Barbara Golden, Director Purchasing and Services

**Action Requested**

Authorization to purchase one (1) Tennant Multi-Surface Cleaner, one (1) Battery Burnisher, (1) one Auto Scrubber and various accessories, at a cost of \$29,299.16 from BioShine, as per the agreement with the Educational Services Commission of New Jersey Consortium, Contract #ESCNJ 15-16-44.

**Justification**

Replace old and outdated equipment. This new equipment will increase the productivity and efficiency of the custodial staff. This equipment will also help to improve the cleanliness and appearance of the College facilities.

The Tennant Company is a global leader in sustainable cleaning technologies. They design, manufacture and market scrubbers, sweepers, burnishers, extractors, vacuums and other cleaning equipment. This equipment is well-built, durable and easy to maintain and service. The Tennant Company offers onsite preventive maintenance and service repairs.

Purchase through consortiums is allowed in accordance with County College Contracts Law 18:A:64A-25.10.

**Charge To:** Custodial Department

**Account Number:** 20-06-620100-604217



**BOARD OF TRUSTEES ACTION A/F 20**  
**Approval Date: February 7, 2017**

**Resolution**

To continue coverage of Cyber, Privacy, & Security Liability insurance by purchasing from Chubb/ACE American Insurance through Otterstedt Insurance Agency.

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Victor Anaya, Chief Financial Officer  
Mr. Stephen Valkenburg, Executive Director, Information Technology  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase Cyber, Privacy, & Security Liability insurance coverage for 1-year from Chubb/Ace American Insurance through Otterstedt Insurance Agency at a cost of \$37,352.00, including 10% commission, plus 0.6% NJ Property-Liability Insurance Guaranty Association surcharge.

**Justification**

The insurance consultant, Otterstedt Insurance Agency, recommends purchasing this insurance from Chubb/ACE American Insurance due to the comprehensive coverage and coverage amounts offered. Coverage provides notifications and credit monitoring, forensics and crisis management, privacy, network security and internet media liability, business interruption, and network extortion.

Quotations were received from the companies listed below.

Chubb/ACE American Insurance Company \$37,352.00, plus 0.6% NJ surcharge (Quotation obtained by Otterstedt)

Beazley \$40,698.00, plus 0.6% NJ surcharge (Quotation obtained by The Insurance Exchange)

Travelers \$46,159.30, plus 0.6% NJ surcharge (Quotation obtained by Otterstedt)

The college has a need to procure this insurance through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Otterstedt Insurance Agency. has completed and submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the college.

Purchase of insurance is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (11).

**Charge to:** College Operating Funds

**Account:** 10-01-188100-607888



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**BOARD OF TRUSTEES ACTION A/F 21**  
**Approval Date: February 7, 2017**

**Resolution**

Revise Mileage Reimbursement Rate

**Submitted By**

Mr. Victor J. Anaya, Chief Financial Officer

**Action Requested**

To decrease the reimbursement rate in Board Policy CH: Travel, Mileage and Other Reimbursable Expenses, item 5 a, from \$0.575 (57 1/2 cents) to \$0.535 (53 1/2 cents) per mile, effective February 7, 2017. Travel prior to February 7, 2017, will be paid at \$0.575 (57 ½ cents) per mile.

**Justification**

The decrease is requested in order to be consistent with Federal mileage reimbursement level.



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**BOARD OF TRUSTEES ACTION A/F 22**  
**Approval Date: February 7, 2017**

**Resolution**

Authorize request for Chapter 12 allocation for FY2018

**Submitted By**

Mr. Victor Anaya, Chief Financial Officer

Mr. William Corcoran, Vice-President Facilities Planning, Operations and Public Safety

**Action Requested**

That the Board of Trustees approves a request to the Bergen County Board of School Estimate for Chapter 12 funds for FY2018 not to exceed \$4,000,000.00. These funds will be used for renovation of the Ciarco Learning Center campus in Hackensack, to accommodate the growth and relocation of our Culinary Arts Program from Ender Hall and the Pitkin Education Center to the Hackensack campus. The expansion of this program to the Hackensack campus would offer a contained location for the Culinary Arts Program.

**Justification**

NJ State Public Law 1971, Chapter 12, provides a self-renewing capital program for Community Colleges funded 50% by the State and 50% by the local County.

The renovation/expansion will enable the College to provide improved instructional/student space.





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**BOARD OF TRUSTEES ACTION A/F 23**  
**Approval Date: February 7, 2017**

**Resolution**

Approve Designation: Public Agency compliance Officer

**Submitted By**

Dr. B. Kaye Walter, President

**Action Requested**

To approve the designation of Victor J. Anaya, Chief Financial Officer, as Public Agency Compliance Officer for FY2017 in accordance with N.J.A.C. 17:27-3.2.

**Justification**

This compliance responsibility is applicable to procurement and service contracts, as well as construction contracts.



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**BOARD OF TRUSTEES ACTION A/F 24**  
**Approval Date: February 7, 2017**

**Resolution**

Request funding from the County for the purpose of IT Lifecycle Initiatives for FY2018.

**Submitted By**

Mr. Victor Anaya, Chief Financial Officer  
Mr. William Corcoran, Vice-President Facilities Planning, Operations, and Public Safety  
Mr. Stephen Valkenburg, Executive Director, Information Technology

**Action Requested**

Request for appropriation of \$1,500,000.00 for Information Technology Lifecycle initiatives.

**Justification**

Our annual capital request for College IT lifecycle replacement and approval from the County of Bergen. The capital IT lifecycle replacements will enable the College to continue to provide improved services.

Account Number: To be allocated upon receipt of funds



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**BOARD OF TRUSTEES ACTION E/SA 1**  
**Approval Date: February 7, 2017**

**Resolution**

Authorize submission of a proposal to the Robert Wood Johnson Foundation's Next Generation Community Leaders (NJHI) 2017 Grants Program in the amount of \$200,000 for a 3 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.

**Submitted By**

Dr. William Mullaney, Vice President for Academic Service  
Dr. Yun K. Kim, Vice President of Institutional Effectiveness  
Dr. Victor Brown, Dean of Division of Business, Arts and Social Sciences  
Dr. William J. Yakowicz, Director of Grants Administration

**Justification**

It is the intent of the Violence Intervention Prevention Center in collaboration with the Office of the Summer Intensive Program to submit a grant application in response to the Robert Wood Johnson Foundation: Next Generation Community Leaders (NJHI) 2017 call for proposals. The application is for \$200,000 in total over a three-year period. The ultimate goal of the funding is to provide the respective offices at Bergen Community College with the resources and tools to engage teams of 10-15 youth and build their skills and capacity to become future community leaders.

The project abstract and preliminary budget follow.

No college funds are required.

## Project Summary

*Prof. Shari Franschman, Professor of Social Sciences*  
*Dr. Damyen Davis, Director of Summer Intensive Program*

It is the intent of the Violence Intervention Prevention Center in collaboration with the Office of the Summer Intensive Program to submit a grant application in response to the *Robert Wood Johnson Foundation: Next Generation Community Leaders (NJHI) 2017* call for proposals. The application is for \$200,000 in total over a three-year period. The ultimate goal of the funding is to provide the respective offices at Bergen Community College with the resources and tools to engage teams of 10-15 youth and build their skills and capacity to become future community leaders. The objective will be met through the following actions:

- *Develop civic engagement and leadership skills* - The Office of the Summer Intensive Program will provide leadership training to two cohorts of youth. The Violence Intervention Prevention Center will provide Bystander Intervention training to the same cohorts. The combined trainings will provide the cohorts with the knowledge and skills they need to effectively work with cross-sector community entities, organizations, coalitions and municipal government to alleviate sexual assault, dating violence, domestic violence and stalking in their communities.
- *Engage youth in meaningful summer employment* – During the summer, the cohorts of youth will be employed through the grant to implement self-designed Bystander Intervention leadership projects in their communities.
- *Guide youth civic engagement* – The cohorts will receive guidance and support to explore civic engagement opportunities in their communities, such as: working with municipal and state government, non-profits, service on youth advisory boards, health providers, schools and so on.

As a result of these actions, the youth alumni will be able to connect and collaborate with other established leaders and community serving organizations. In addition, entities will be able to integrate the role and voice of youth into their strategic thinking.

### Preliminary Budget

Category	Narrative	Cost
<b>Personnel</b>		
Project Director	Stipend for supervision, data analysis and report year-end 2 and year-end 3 \$3000 x 2	\$6000.00
Office of Summer Intensive Program Coach	10 hours/week x \$25 x 50 weeks x 3 years	\$37,500.00
Violence Intervention Prevention Center Coach	20 hours/week x \$25 x 50 weeks x 3 years	\$75,000.00
Training Stipends for 30 youth	24 youth x \$8.38/hour x 4 hours/day x 4 days x 3 weeks	\$9,653.76
Summer youth employment for 30 youth	24 youth x \$10/hour x 30 hours/week x 8 weeks	\$57,600.00
Honoraria for youth advisory board participation	6 students x \$250	\$1,500.00
Grant Management		\$ 7,778.24
<b>Other Direct Costs</b>		
<b>Travel</b>		
2-day Coach retreat Year 1 and 2	Mileage: 80 miles x 57.5 cents/mile x 2 coaches x 2 years	\$184.00
Biannual 2-day coach and youth retreats Years 2 and 3	Mileage: 80 miles x 57.5 cents/mile x 26 youth and coaches x biannual (2) x 2 years	\$4,784.00



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**BOARD OF TRUSTEES ACTION E/SA 2**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the award of RFP # R-077 for evaluation consulting services for Hispanic Serving Institutions STEMatics (HSI STEM) Grant Program to Group i&i in the amount of \$171,535 over a 2 year period, and authorize President B. Kaye Walter, or her designee, to execute required documents.

**Submitted By**

Dr. Yun Kim, Vice President, Institutional Effectiveness  
Mr. Victor Anaya, Executive Director, Finance  
Dr. William Yakowicz, Director, Grants Administration  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to award RFP # R-077 to Group i&i for evaluation consulting services. The performance period for this award shall be approximately February 15, 2017 through September 30, 2018 with an award amount of \$171,535.00.

**Justification**

These services will include program assessment, evaluation and reporting, as well as assistance with study implementation to maximize the impact of the HSI STEM program and adhere to the external evaluator reporting requirement by the Department of Education for this grant.

A total of four proposals were received. Of the four received, the proposal submitted by Group i&i is consistent with our requirements.

A request for proposals was advertised on the College website in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open" process.

Consulting services are exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (15).

A total of ten companies registered for the RFP. Proposals were received from the companies listed below.

Collaborative Brain Trust  
Group i&i  
Mission360 Consulting, LLC  
Rutgers, The State University of New Jersey

An evaluation report on the proposals received is attached.

**Charge To:** STEM Grant  
**Account Number:** 50-03-590700-607777

### **Justification for Evaluator Proposal**

Four vendors submitted proposals in response to the Request for Proposals for Evaluation Consultant for the HIS STEM Grant (RFP# R-077): Collaborative Brain Trust, Mission360 Consulting, Group i&i, and Education and Employment Research Center at Rutgers, The State University of New Jersey.

A four-member committee was formed (2 from the Office of Grants Administration, the Project Director, and 1 from the Office of Institutional Research) to choose the most appropriate candidate based on the five criteria listed in RFP# R-077. They include: 1) summary/overview, 2) statement of work and plan, 3) experience and qualifications, 4) budget, and 5) past performance and references. A 20-point scale was used to make this determination.

The committee scored the candidates as demonstrated in the table below and have concluded that, based on their superior statement of work and plan, high qualifications, appropriate budget and similar past performance and references, **Group i&i was the only highly ranked proposal to come within budget (\$195,000)** and is therefore best qualified to serve the College as External Evaluator for the HSI STEM grant.

Component	CB T	M36 0	i& i	EER C	Comments
<p><b>I. Summary/Overview (✓ or ✖)</b>            Provide a cover letter describing your firm/business, to include your underlying philosophy for providing the requested evaluation services as well as a clear summary of your understanding of the contract scope and the desired deliverables.            Discuss your firm’s depth and strength of expertise and reputation related to:</p> <ul style="list-style-type: none"> <li>• The challenges of motivating, supporting and retaining minority students as they pertain to the rigor of post-secondary STEM educational programs.</li> <li>• Providing direct assistance to minority student populations in making the transfer from community college programs to four-year university/college baccalaureate programs.</li> <li>• Qualitative and quantitative research methods</li> </ul>	✓	✓	✓	✓	<b>All submitted an appropriate summary/overview.</b>
<p><b>II. Statement of Work and Plan (up to 5 points)</b>            Provide a detailed Plan/Statement of Work for your firm’s proposed approach (including major tasks, sub-tasks, and timelines).            Plan to provide administrative oversight of the services you intend to provide            Plan to provide and maintain effective communication with BCC and the HSI STEM team.            Estimated number of onsite visits, evaluation improvements and evaluation reports and reviews.</p>	1	1	5	4	<p><b>CBT – insufficient time on task committed</b>  <b>M360 – insufficient number of on-site visits</b>  <b>i&amp;i – provided comprehensive evaluation plan, appropriate level of research study implementation and oversight, appropriate timeline</b>  <b>EERC – statement of work and plan were thorough, however, disproportionate emphasis on research study, insufficient emphasis on full program activities outside the study</b></p>
<p><b>III. Experience and Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Include a description of your proposed evaluation consultant team, including key personnel and the anticipated role played by each member of the proposed team.</li> <li>▪ The proposed team’s organizational structure.</li> <li>▪ The resumes’ of key personnel involved in</li> </ul>	1	1	4	5	<p><b>CBT – weak research experience</b>  <b>M360 – weak research experience</b>  <b>i&amp;i – demonstrated understanding of</b></p>



<ul style="list-style-type: none"> <li>providing the required services.</li> <li>▪ Estimated number of hours each person will contribute to the project/contract.</li> <li>▪ Demonstrated understanding and applicable expertise in evaluating special populations, Title V, Title III, or similar federally funded grant programs.</li> <li>▪ Demonstrated understanding in conducting a research study to meet IES What Works Clearinghouse standards.</li> </ul>					<b>IES What Works Clearinghouse standards, little experience</b> <b>EERC – superior experience and qualifications</b>
<b>IV. Budget</b> Proposed Cost with detailed budget narrative.	<b>1</b>	<b>0</b>	<b>5</b>	<b>4</b>	<b>CBT – cost does not match level of effort</b> <b>M360 – cost does not match level of effort</b> <b>i&amp;i –within project’s allocated budget of \$195,000</b> <b>EERC – over project’s allocated budget of \$195,000</b>
<b>V. Past Performance and References</b> Provide a listing of previous clients (not to exceed five) that contracted use of your services. These services should have characteristics substantially similar to those requested in this RFP. Information provided for each client shall include the following: Client name, address, email, and current telephone number, Description of services provided, Time period of the project or contract	<b>1</b>	<b>1</b>	<b>5</b>	<b>5</b>	<b>CBT – services lack characteristics that are similar to this grant</b> <b>M360 – services lack characteristics that are similar to this grant</b> <b>i&amp;i – met criterion</b> <b>EERC – met criterion</b>
<b>TOTAL</b>	<b>4</b>	<b>3</b>	<b>19</b>	<b>18</b>	



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**BOARD OF TRUSTEES ACTION E/SA 3**  
**Approval Date: February 7, 2017**

**Resolution**

To authorize the award of RFP # R-078 for evaluation consulting services for Title V Developing Hispanic-Serving Institution's (HSI) Grant to Educational Policy Institute in the amount of \$40,200.00 over a one year period, and authorize President B. Kaye Walter, or her designee, to execute required documents.

**Submitted By**

Dr. Yun Kim, Vice President, Institutional Effectiveness  
Mr. Victor Anaya, Executive Director, Finance  
Dr. William Yakowicz, Director, Grants Administration  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to award RFP # R-078 to Educational Policy Institute for evaluation consulting services. The performance period for this award shall be approximately February 08, 2017 through September 30, 2017 with an award amount of \$40,200.00.

**Justification**

These services will include program assessment, feedback, evaluation and reporting to maximize the impact of the Title V Developing HSI's program and adhere to the external evaluator reporting requirement by the Department of Education for this grant.

A total of two proposals were received. Of the two received, the proposal submitted by Educational Policy Institute is consistent with our requirements.

A request for proposals was advertised on the College website in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open" process.

Consulting services are exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (15).

A total of ten companies registered for the RFP. Proposals were received from the companies listed below.

Educational Policy Institute  
Group i&i

An evaluation report on the proposals received follows.

**Charge To:** Title V Grant

**Account Number:** 50-03-590600-607777

### Justification for Evaluator Selection

Two vendors submitted proposals in response to the Request for Proposals for Evaluation Consultant for the Title V Developing HSI’s Grant (RFP# R-078): Group i&i, and Educational Policy Institute.

A three-member committee was formed (one from the Office of Grants Administration, the Project Director, and the Project Coordinator) to choose the most appropriate candidate based on the five criteria listed in RFP# R-078. They include: 1) summary/overview, 2) statement of work and plan, 3) experience and qualifications, 4) budget, and 5) past performance and references. A 20-point scale was used to make this determination.

The committee scored the candidates as demonstrated in the table below and have concluded that, based on their statement of work and plan, high qualifications, appropriate budget and similar past performance and references, while both applicants were highly qualified,

***Educational Policy Institute was the only highly ranked proposal to come within budget (\$46,750) and is therefore best qualified to serve the College as External Evaluator for the Title V Developing HSI’s grant.***

Component	i& i	EP I	Comments
<p style="text-align: center;"><b>I. Summary/Overview (✓ or ✗)</b></p> <p>Provide a cover letter describing your firm/business, to include your underlying philosophy for providing the requested evaluation services as well as a clear summary of your understanding of the contract scope and the desired deliverables.</p> <p>Discuss your firm’s depth and strength of expertise and reputation related to:</p> <ul style="list-style-type: none"> <li>• The challenges of motivating, supporting and retaining minority students as they pertain to the rigor of post-secondary STEM educational programs.</li> <li>• Providing direct assistance to minority student populations in making the transfer from community college programs to four-year university/college baccalaureate programs.</li> <li>• Qualitative and quantitative research methods</li> </ul>	✓	✓	<b>BOTH submitted an appropriate summary/overview.</b>
<p style="text-align: center;"><b>II. Statement of Work and Plan (up to 5 points)</b></p> <p>Provide a detailed Plan/Statement of Work for your firm’s proposed approach (including major tasks, sub-tasks, and timelines).</p> <p>Plan to provide administrative oversight of the services you intend to provide</p> <p>Plan to provide and maintain effective communication with BCC and the TITLE V DEVELOPING HSI’s team.</p> <p>Estimated number of onsite visits, evaluation improvements and evaluation reports and reviews.</p>	5	5	<b>BOTH provided comprehensive evaluation plan, appropriate level of research study implementation and oversight, appropriate timeline</b>
<p style="text-align: center;"><b>III. Experience and Qualifications</b></p>	4	5	<b>i&amp;i – excellent experience and</b>

<ul style="list-style-type: none"> <li>▪ Include a description of your proposed evaluation consultant team, including key personnel and the anticipated role played by each member of the proposed team.</li> <li>▪ The proposed team’s organizational structure.</li> <li>▪ The resumes’ of key personnel involved in providing the required services.</li> <li>▪ Estimated number of hours each person will contribute to the program/contract.</li> <li>▪ Demonstrated understanding and applicable expertise in evaluating special populations, Title V, Title III, or similar federally funded grant programs.</li> </ul>			<p><b>qualifications</b>  <b>EPI - superior experience and qualifications</b></p>
<p><b>IV. Budget</b>  Proposed Cost with detailed budget narrative.</p>	<b>4</b>	<b>5</b>	<p><b>i&amp;i – over allocated budget of \$46,750</b>  <b>EPI – within budget of \$46,750</b></p>
<p><b>V. Past Performance and References</b>  Provide a listing of previous clients (not to exceed five) that contracted use of your services. These services should have characteristics substantially similar to those requested in this RFP.  Information provided for each client shall include the following: Client name, address, email, and current telephone number, Description of services provided, Time period of the project or contract</p>	<b>5</b>	<b>5</b>	<p><b>BOTH met criterion</b></p>
<p><b>TOTAL</b></p>	<b>18</b>	<b>20</b>	



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## **BOARD OF TRUSTEES ACTION E/SA 4**

**Approval Date: February 7, 2017**

### **Resolution**

Authorize submission of a proposal to the U.S. Department of Justice's Byrne Criminal Justice Innovation (BCJI) Program in the amount of \$1,000,000 for a 3 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.

### **Submitted By**

Dr. William Mullaney, Vice President for Academic Service  
Dr. Yun K. Kim, Vice President of Institutional Effectiveness  
Dr. Victor Brown, Dean of Division of Business, Arts and Social Sciences  
Dr. William J. Yakowicz, Director of Grants Administration

### **Justification**

BCJI is designed to provide neighborhoods with coordinated federal support in the implementation of comprehensive place-based strategies to effectively reduce and prevent crime by connecting this support to broader comprehensive neighborhood revitalization efforts. Through a broad cross-sector partnership team, including neighborhood residents, Bergen Community College and its partners will form the "Bergen Community Initiative" (BCI) to target neighborhoods with hot spots of violent and serious crime and employ data-driven, cross-sector strategies to reduce crime and violence. The objective of this initiative is to: (1) reduce criminal activity around selected hot spots of alcohol outlets and residential properties; and (2) increase community connectedness to the target area and capacity to address conditions related to violent crime. BCI will apply two evidence-based and place-based strategies and two innovated strategies.

The project abstract follows. Preliminary budget is forthcoming.

No college funds are required.

## **Byrne Criminal Justice Innovation Program**

### **ABSTRACT**

*Prof. Richard Kuiters, Criminal Justice and Legal Studies, Department Chair*

As we have seen in the neighborhood disorganization theory the interconnected challenges in poverty neighborhoods require interconnected solutions. Struggling schools, little access to capital, high unemployment, poor housing, persistent crime, and other challenges that feed into and perpetuate each other call for an integrated approach so residents can reach their full potential by developing place-based strategies to change neighborhoods of distress into neighborhoods of opportunity.

Bergen Community College (BCC) recognizing that interconnected solutions are needed in order to resolve the interconnected problems existing in distressed communities, BCJI is designed to provide neighborhoods with coordinated federal support in the implementation of comprehensive place-based strategies to effectively reduce and prevent crime by connecting this support to broader comprehensive neighborhood revitalization efforts. Through a broad cross-sector partnership team, including neighborhood residents, BCC partners will target neighborhoods with hot spots of violent and serious crime and employ data-driven, cross-sector strategies to reduce crime and violence.

The Bergen Community Initiative (BCI) will utilize the grant funds to: convene regular, ongoing meetings with cross-sector partners and management team; share regular input/discussions with research partner and assess program implementation; implement, modify, and evaluate strategies, as appropriate; identify and develop a sustainability strategy for longer term implementation of BCJI program core principles; and build capacity of cross-sector management team to continue to coordinate research

Accordingly, this multifaceted approach goal of the Byrne Criminal Justice Innovation (BCJI) Program is to improve community safety by designing and implementing effective, comprehensive approaches to addressing crime within a targeted neighborhood as part of a broader strategy to advance neighborhood revitalization through cross-sector community-based partnerships.

Research suggests that crime clustered in small areas, or "crime hot spots," accounts for a disproportionate amount of crime and disorder in many communities. In times of limited resources, local and tribal leaders need tools and information about crime trends in their jurisdiction and assistance in assessing, planning, and implementing the most effective use of criminal justice resources to address these issues. They also need a core foundation of resources and tools to support data-driven strategy development, community-driven capacity building for collaborative problem solving, and assistance to identify and implement evidence-based and innovative strategies to target these drivers of crime.

Two objectives for this initiative: (1) reduce criminal activity around selected hot spots of alcohol outlets and residential properties; and (2) increase community connectedness to the target area and capacity to address conditions related to violent crime. BCI will apply two evidence-based and place-based strategies and two innovated strategies. Funds will be used to hire personnel to conduct outreach, surveys, data analysis, and research and evaluation. BCI will also purchase equipment and supplies to conduct program activities. One measure of our success will come only after partners learn each other's values and build the needed trust to make a difference in the community.



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## **BOARD OF TRUSTEES ACTION E/SA 5**

**Approval Date: February 7, 2017**

### **Resolution**

Authorize submission of a proposal to the Council for Adult and Experiential Learning to participate in a pilot project, *Linking Workforce Systems and Community College through Prior Learning Assessment for Adult Learner Success*, funded by the ECMC Foundation in the amount of \$25,000 for a one-year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.

### **Submitted By**

Dr. William Mullaney, Vice President for Academic Service  
Dr. Yun K. Kim, Vice President of Institutional Effectiveness  
Ms. Christine Gillespie, Dean of Continuing Education  
Dr. William J. Yakowicz, Director of Grants Administration

### **Justification**

The *Linking Workforce Systems and Community College through Prior Learning Assessment for Adult Learner Success* initiative is a pilot project run by the Council for Adult and Experiential Learning that will establish strategies and processes for increasing the adult learner pipeline into postsecondary credential attainment and leveraging adult learner-focused strategies to support college credential completion. Bergen Community College will work with local workforce and community stakeholders, including the Bergen County Workforce Development Board, Thomas Edison State University, the Bergen County One Stop and regional employers to create pathways in 2-3 select industry sectors in an effort to expand access to higher education.

Abstract included, budget will be forthcoming.

No college funds are required.



## **Linking Workforce Systems and Community College through Prior Learning Assessment for Adult Learner Success**

### **ABSTRACT**

*Christine Gillespie, Dean of Continuing Education*

For this project the Bergen County Workforce Development Board (BCWDB) and Bergen Community College (BCC) have partnered on this initiative to provide establish strategies and processes for increasing the adult learner pipeline into postsecondary credential attainment and leveraging adult learner-focused strategies to support college credential completion.

BCWDB and BCC jointly identified two industry sectors; the health professions (AAS Health Sciences) and advanced manufacturing (AAS Industrial Design and Technology), as high growth, high demand clusters that provide family-sustaining wages for those employed. Significant public funding has been directed to the state Talent Network system. Both advanced manufacturing and the health professions promote the “earn and learn” model incorporating various on and off-ramps and the flexibility of stackable credentials. Stackable credentials can provide a gateway for many first-time, underserved college students to access higher education and accommodate economic and personal responsibilities.



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## **BOARD OF TRUSTEES ACTION P6**

**Approval Date: February 7, 2017**

### **Resolution**

Reappointment Faculty – Fifth Reappointment [with tenure]

### **Submitted By**

Dr. William P. Mullaney, Vice President, Academic Affairs

Mr. James R. Miller, Executive Director, Human Resources

### **Action Requested**

To reappoint the following individuals for their fifth reappointment with tenure to the indicated division & rank for the period September 1, 2017 through June 30, 2018 unless otherwise noted:

### **5<sup>th</sup> REAPPOINTMENT WITH TENURE**

<b><u>NAME</u></b>	<b><u>RANK</u></b>	<b><u>DISCIPLINE/DIVISION</u></b>
Amy Baldassare	Assistant Professor	English Basic Skills/Humanities
Christine Eubank [Dr.]	Assistant Professor	History and Geography/Humanities
Eileen Fitzgerald	Assistant Professor	English Basic Skills/Humanities
Lisa Mayer	Assistant Professor	Legal Studies/Business, Arts and Social Sciences
Daniel Salerno [Dr.]	Assistant Professor	Composition and Literature/Humanities
Linda Wiles	Assistant Professor	Biology and Horticulture/Mathematics, Science and Technology

### **Justification**

In accordance with Article XIII of the BCCFA contract



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## **BOARD OF TRUSTEES ACTION P7**

**Approval Date: February 7, 2017**

### **Resolution**

Rescind Reappointment: Project Personnel/Small Business Development Director

### **Submitted By**

Dr. Yun Kim, Vice President, Institutional Effectiveness

Dr. William Mullaney, Vice President, Academic Affairs

Mr. James Miller, Executive Director, Human Resources

### **Action Requested**

To rescind the reappointment for the following individual effective 12/31/16.

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Vincent Vicari	Director of Small Business and Business Development/ Small Business Development/Continuing Education, Corporate, and Public Sector Training	P8-12/06/16

### **Justification**

Rescind reappointment of grant-funded position due to relocation of grant to four-year school.

Charge To: Grant funds

Account Number:



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**BOARD OF TRUSTEES ACTION P8**  
**Approval Date: February 7, 2017**

**Resolution**

Approve Sabbatical Leaves of Absence

**Submitted By**

Dr. William Mullaney, Vice President, Academic Affairs  
Mr. James R. Miller, Executive Director, Human Resources

**Action Requested**

That the following Sabbatical Leaves of Absence with pay for the period indicated be granted to the faculty members listed below, subject to financial allocations from the State of New Jersey and Bergen County, as indicated in the 2017-2018 proposed College budget:

<u>Name</u>	<u>Rank</u>	<u>Discipline</u>	<u>Period</u>
Marie McCrary	Assistant Professor	Physics	Fall 2017/Spring 2018

**Purpose:**

*To conduct research to quantify the freshwater storage changes in the Arctic Ocean over the past two decades, to describe the causes for these changes, and to determine the local and global impact*

James Zorn	Assistant Professor	Composition/Literature	Fall 2017
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**Purpose:**

*To compose a literary work based on experiences living in the Philippines and working at a refugee camp*

**Justification**

In accordance with Article XII, Item 5, BCCFA Contract



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**BOARD OF TRUSTEES ACTION P9**  
**Approval Date: February 7, 2017**

**Resolution**

Approve stipends for Nursing Clinical Faculty for Spring 2017 semester

**Submitted By**

Dr. William Mullaney, Vice President, Academic Affairs  
Mr. James Miller, Executive Director, Human Resources

**Action Requested**

To approve payment of stipends for the following individuals in the Nursing Clinical Faculty in the amounts indicated for the Spring 2017 semester.

<b><u>Name</u></b>	<b><u>Semester stipend amount</u></b>
<b><u>Full time</u></b>	
Maryanne Baudo	\$2,400.00
Nicole Cerussi	\$2,400.00
Joanne Diamantidis*	\$3,600.00
Patricia Durante	\$2,400.00
Maria Fressola	\$2,400.00
Marie Griffo	\$2,400.00
Margaret Hayes*	\$3,600.00
Joan McManus	\$2,400.00
Megan Mendez	\$2,400.00
Lillian Ostrander	\$2,400.00
Carrie Polnyj	\$2,400.00
Carmen Torres	\$2,400.00
Toni Tortorella-Genova	\$2,400.00
Sharon Zaucha	\$2,400.00
<b><u>Adjuncts</u></b>	
Barbara (Schweiger) Albanese**	\$1,200.00
Karen Antequera	\$2,400.00
Nancy Bonard	\$2,400.00
Peggy Ensslin**	\$1,200.00
Giuseppina Finnerty	\$2,400.00
Diana Hernandez Casianos	\$2,400.00
Maureen Imbrogno	\$2,400.00
Rhonda Joseph	\$2,400.00
Clara Kelly	\$2,400.00

**Board of Trustees Action P9  
February 7, 2017  
Page 2**

<b><u>Name</u></b>	<b><u>Stipend amount</u></b>
Michael Lang	\$2,400.00
Easter Grace Mana-ay Rio**	\$1,200.00
Teresa Meyer	\$2,400.00
Thomas Negri	\$2,400.00
Gail Okoniewski	\$2,400.00
Kristina Rioux	\$2,400.00
Athena Serrano Torres	\$1,200.00
Najah Thompson	\$2,400.00

\* for additional ½ semester clinical

\*\* for ½ semester clinical only

**Justification**

Payment of Nursing Clinical Faculty stipends for the hiring and retention of skilled clinical instructors as per the negotiated agreement with the BCCFA.

Charge To: Nursing: Stipends

Account Number: 10-03-352000-601153



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**BOARD OF TRUSTEES ACTION P10A**  
**Approval Date: February 7, 2017**

**Resolution**

Resignation: Confidential

**Submitted By**

Mr. Victor Anaya, Executive Director, Finance

Mr. James R. Miller, Executive Director, Human Resources

**Action Requested**

To approve the resignation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Sharon Audet	Executive Director, Financial Aid/Finance	12/15/16 (retroactive)

**Justification**

Resignation



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**BOARD OF TRUSTEES ACTION P10B**  
**Approval Date: February 7, 2017**

**Resolution**

Resignation: Professional Staff

**Submitted By**

Dr. Yun Kim, Vice President, Institutional Effectiveness

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety

Mr. James R. Miller, Executive Director, Human Resources

**Action Requested**

To approve the resignation of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
David Fiore	Supervisor, Custodial Operations/ Buildings and Grounds	12/23/16 (retroactive)
Sarah Keenan	Research Assistant/Institutional Research/ Institutional Effectiveness	01/20/17 (retroactive)
Amanda Moynihan	Sr. Research Associate/Institutional Research/ Institutional Effectiveness	01/06/17 (retroactive)

**Justification**

Resignation





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**BOARD OF TRUSTEES ACTION P10C**  
**Approval Date: February 7, 2017**

**Resolution**

Resignation: Support Staff

**Submitted By**

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. James R. Miller, Executive Director, Human Resources

**Action Requested**

To approve the resignation of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Christopher Gosda	Custodian/Buildings and Grounds	01/28/17 (retroactive)
Matthew Hunter	Custodian/Buildings and Grounds	01/04/17 (retroactive)
Richard Lyle	Public Safety Officer/Public Safety	12/09/16 (retroactive)
Joquann Montgomery	Public Safety Officer/Public Safety	01/25/17 (retroactive)

**Justification**

Resignation



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**BOARD OF TRUSTEES ACTION P11A**  
**Approval Date: February 7, 2017**

**Resolution**

Retirement: Faculty

**Submitted By**

Dr. William Mullaney, Vice President, Academic Affairs  
Mr. James R. Miller, Executive Director, Human Resources

**Action Requested**

To approve the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
David Cohen	Associate Professor/Hotel Restaurant Management/Business, Arts & Social Sciences/ Academic Affairs	07/01/17
Christine Henkel	Professor/Diagnostic Medical Sonography/ Health Professions/Academic Affairs	07/01/17

**Justification**

Retirement



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**BOARD OF TRUSTEES ACTION P11B**  
**Approval Date: February 7, 2017**

**Resolution**

Retirement: Support Staff

**Submitted By**

Dr. William Mullaney, Vice President, Academic Affairs  
Mr. James R. Miller, Executive Director, Human Resources

**Action Requested**

To approve the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Eileen Sabol	Executive Secretary/Health Professions/ Academic Affairs	04/01/17
William White	Senior Custodian/Buildings and Grounds	04/01/17

**Justification**

Retirement



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**BOARD OF TRUSTEES ACTION P12**  
**Approval Date: February 7, 2017**

**Resolution**

Separation: Confidential

**Submitted By**

Dr. B. Kaye Walter, President

Mr. James R. Miller, Executive Director, Human Resources

**Action Requested**

To approve the separation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Lindsay Maurer	Executive Director, BCC Foundation	12/09/16 (retroactive)

**Justification**

Separation



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**BOARD OF TRUSTEES ACTION S/F 1**  
**Approval Date: February 7, 2017**

**Resolution**

To award professional services to RSC Architects for the preparation of plans and specifications for the Nurse's Office in Ender Hall for Bergen County Technical High School, at a cost not to exceed \$20,900.00.

**Submitted By**

Mr. William Corcoran, Vice President of Facilities Planning, Operations and Public Safety  
Mr. Robert P. Coane, Director of Campus Planning and Improvements  
Mr. Victor Anaya, Chief Financial Officer  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization for RSC Architects to provide professional services at a cost not to exceed \$20,900.00, for the preparation of plans and specifications for the Nurse's Office in Ender Hall for Bergen County Technical High School.

**Justification**

With the relocation of the Bergen County Technical High School from Pitkin Education Center to Ender Hall, a Nurse's Office needs to be provided that is located in an area that is specifically dedicated to the students of the Bergen County Technical High School in order to meet the requirements of the State of New Jersey.

New Jersey County College Contracts Law N.J.S.A. 18A:64A-25.5 (1) authorizes the award of professional contracts without public bidding. The Request for Qualifications for Architects and Engineers was advertised on the Bergen Community College website on September 21, 2016, in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

Charge To: Chapter 12 Funding  
Account Number: 20-00-116100-604226