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BOARD OF TRUSTEES
PUBLIC MEETING

Public Agenda

Paramus Campus – Technology Building – Conference Rooms B and C

Tuesday, August 3, 2021 – 5:00 p.m.

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Roll Call
- IV. Reports:
 - A. Vice Chairman
 - B. Secretary
 - C. Treasurer
 - D. President
 - E. Committees
 - 1. Audit, Finance and Legal Affairs
 - 2. Education and Student Affairs
 - 3. Personnel
 - 4. Site and Facilities
 - 5. Strategic Planning and Issues
 - F. Alumni Trustee
 - G. Chairwoman
- V. Unfinished Business / Board Members
- VI. New Business / Board Members
- VII. Open to the Public
- VIII. Actions:
 - A. Approval of Board Minutes
 - B. Approval of Consent Agenda
- IX. Executive Session, if required
- X. (New Business / Open to the Public)
- XI. Adjournment

Tuesday, July 6, 2021

Tuesday, August 3, 2021



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CONSENT AGENDA

Tuesday, August 3, 2021

Paramus Campus – Technology Building – Conference Rooms B and C

5:00 p.m.

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 Board Minutes – Tuesday, July 6, 2021

AUDIT AND FINANCE (A/F)

1. To amend Resolution A/F15 dated April 6, 2021 to revise the College's Fiscal Year 2022 Chapter 12 funding request to the County of Bergen Board of School Estimate from \$6,207,000.00 to \$4,350,000.00.
2. To authorize the purchase of student athletic insurance through Bob McCloskey.
3. Exempt from bidding: Authorization to renew our maintenance renewal with Ellucian Inc. at a cost of \$318,136.
4. To authorize the purchase of the KnowBe4 security program for a two-year term from Aspire Technology Partners LLC.
5. To authorize the purchase and implementation of EzeScan document capture software with one year of licensing agreement from TGI Office Automation.
6. To authorize a three-year term contract for the purchase and implementation of Ocelot AI Chatbot from CareerAmerica LLC.
7. To authorize the purchase of nine (9) HP Multifunction Laser Jet printers from CDW Government LLC.
8. Exempt from bidding: Authorization to purchase 125 Colleague user licenses with Ellucian Inc. at a cost of \$37,800.00.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. Accept a grant award from the US Department of Education for the Bergen Community College *Childcare on Campus Means Parents in School* (CCAMPIS) program, and to authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.
2. Authorize joining a partnership with Montclair State University to submit a National Science Foundation (NSF) Noyce grant proposal and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.
3. Authorize submission of a No Cost Extension in the approximate amount of \$80,000.00 for Bergen's Title V Pathway Scholars grant and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.
4. Authorize submission of a No Cost Extension in the approximate amount of \$350,000 for Bergen's STEMatics grant and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.
5. Authorize execution of a subcontract agreement with Genesis Administrative Services, LLC, as a new Employer partner of the New Jersey Health Professions Consortium (NJHPC) and authorize President Eric M. Friedman, or his designee, to execute required documents.

6. To authorize NJEdge Professional Instructional Design Services in the amount of \$60,000 and to authorize Eric M. Friedman or his designee to execute required activities. Throughout the pandemic, student feedback has consistently indicated a need for improvement in the area of online instruction. This effort ties directly to our Strategic Plan through the "Reimagine the Student Experience" and "Reimagine Technology" goals.

PERSONNEL (P)

1. Appointment: Lecturers, Fall 2021 Semester
2. Appointment: Confidential Staff
3. Retirement: Administrator Staff
4. Approve Interim Assignment and Stipend
5. Appointment: Confidential
6. Appointment: Confidential
7. WHEREAS the Bergen Community College ("College") and the Bergen Community College Faculty Association ("BCCFA") recommend the terms for a successor collective bargaining agreement to the Board for approval.
8. WHEREAS the Bergen Community College ("College") and the Bergen Community College Administrators Association ("BCCAA") recommend the terms for a successor collective bargaining agreement to the Board for approval.
9. WHEREAS the Bergen Community College ("College") and the Bergen Community College Support Staff Association ("BCCSSA") recommend the terms for a successor collective bargaining agreement to the Board for approval.
10. WHEREAS the Bergen Community College ("College") and the Bergen Community College Professional Staff Association ("BCCPSA") recommend the terms for a successor collective bargaining agreement to the Board for approval.
11. Retirement: Faculty
12. Resignation: Grant Funded Staff
13. Resignation: Grant Funded Staff

SITE AND FACILITIES (S/F)

1. To authorize award of Public Bid P-2336 Ciccone Theatre Roof Replacement to Frank Cyrwus Inc.
2. To award professional services to RSC Architects for the preparation of plans and specifications for the removal and replacement of the Lyndhurst Campus existing rooftop cooling tower.
3. To notify the Board of Trustees of the emergency rental and installation of an air-cooled chiller for the Lyndhurst facility from Carrier Rental Systems.
4. To award professional services to RSC Architects for the existing concrete spalling investigation, establish recommended/required repairs, and preparation of plans and specifications for the required repair/restore the pool mechanical room concrete wall and ceiling slab spalling.



BOARD OF TRUSTEES ACTION A/F1
Approval Date: August 3, 2021

Resolution

To amend Resolution A/F15 dated April 6, 2021 to revise the College's Fiscal Year 2022 Chapter 12 funding request to the County of Bergen Board of School Estimate from \$6,207,000.00 to \$4,350,000.00.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Managing Director Finance

Action Requested

Authorization by the Board of Trustees to amend the College's Fiscal Year 2022 Chapter 12 funding request to the Bergen County Board of School Estimate, not to exceed \$ 4,350,000.00. This amendment supersedes the April 6, 2021 A/F15 resolution for FY 2022 Chapter 12 funding.

Portions of these funds will be used for Pitkin Education Center roof repairs, HVAC upgrades, and upgrades of the College's athletics facilities, including but not limited to the baseball and softball dugouts, bleachers, and fences.

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.

Account: To be allocated upon approval

Total: \$4,350,000.00



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BOARD OF TRUSTEES ACTION A/F2
Approval Date: August 3, 2021

Resolution

To authorize the purchase of student athletic insurance through Bob McCloskey.

Submitted By

Dr. Eric M. Friedman, President
Dr. Ralph Choonoo, Interim Vice President, Student Services
Mr. Wilton Thomas-Hooke, Managing Director of Finance

Action Requested

Authorization to purchase student athletic insurance for the coverage period August 1, 2021 through August 1, 2022, from Bob McCloskey., at a cost of \$65,668.00.

Justification

Insurance coverage for student athletes participating in intercollegiate sports, Bob McCloskey. specializes in intercollegiate athletic insurance and policies are underwritten by A rated carriers.

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. Bob McCloskey. 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.

Quotes were solicited from the companies listed below:

Bollinger Specialty Group

Base Intercollegiate Sports Accident Insurance	\$67,700.00
Catastrophic Intercollegiate Sports Accident Insurance	\$13,692.00
Total:	\$81,392.00

Meeker Sharkey Associates, LLC

Base Intercollegiate Sports Accident Insurance	\$59,033.00
Catastrophic Intercollegiate Sports Accident Insurance	Not quoted
Total:	\$59,033.00

Bob McCloskey

Base Intercollegiate Sports Accident Insurance	\$53,500.00
Catastrophic Intercollegiate Sports Accident Insurance	\$12,168.00
Total:	\$65,668.00

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

Charge to: Operating Funds
Account: 60-09-910000-607801
Total: \$\$65,668.00



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BOARD OF TRUSTEES ACTION A/F3
Approval Date: August 3, 2021

Resolution Amendment

Exempt from bidding: Authorization to renew our maintenance renewal with Ellucian Inc. at a cost of \$318,136.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas Hooke, Managing Director, Finance
Mr. Ron Spaide, Chief Information Officer
Ms. Barbara Hamilton Golden, Director, Purchasing and Services

Action Requested

Authorization to renew our maintenance agreement with Ellucian Inc for the Finance, HR, Reporting, App Development Environment, Mobile App, and Partner modules for the term of 7/1/21 – 6/30/22 at a total cost of \$318,136.

Justification

This is our annual renewal for Ellucian software license and maintenance for everything other than our Core and Student modules. A one-year renewal will co-term the college with the Core and Student Modules. This years' renewal represents an \$8,000 savings over last year.

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. Ellucian 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.

This purchase is exempt from bidding in accordance with County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a)(19)(software)

Charge to: College Operating Funds
Account: 10-01-165100-607656
Amount: \$318,136



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BOARD OF TRUSTEES ACTION A/F4
Approval Date: August 3, 2021

Resolution

To authorize the purchase of the KnowBe4 security program for a two-year term from Aspire Technology Partners LLC.

Submitted By

Dr. Eric M. Friedman, President
Mr. Ron Spaide, Chief Information Officer
Mr. Wilton Thomas-Hooke, Managing Director, Finance
Ms. Barbara Hamilton Golden, Director, Purchasing and Services

Action Requested

Authorization to purchase the KnowBe4 security program for a two-year term in the amount of \$40,664.00 from Aspire Technology Partners LLC.

Justification

KnowBe4 is a full-time equivalent based program that provides security awareness training to assist with managing technology-related risks in areas such as social engineering, spear phishing, and ransomware attacks. This solution provides robust training, phishing testing, and reporting on areas that may benefit from additional training or are sensitive to risk. As the college transitions back from remote operations brought on by the pandemic, this program addresses a critical component of our ongoing risk mitigation strategy for our technology systems and infrastructure, facilitating increased visibility, management, and control of our technology environment.

The college has a need to procure this program through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Aspire Technology Partners, LLC 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.

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

Quotes were solicited from the companies listed below:

Aspire Technology Partners	\$40,664.00
CDW Government LLC	\$42,636.00
E-Plus Tech Inc.	No Response
SHI International Corporation	\$42,347.00

Charge to: HEERF
Account Number: 50-06-595000-607526
Amount: \$40,664.00



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BOARD OF TRUSTEES ACTION A/F5
Approval Date: August 3, 2021

Resolution

To authorize the purchase and implementation of EzeScan document capture software with one year of licensing agreement from TGI Office Automation.

Submitted By

Dr. Eric M. Friedman, President
Mr. Ron Spaide, Chief Information Officer
Mr. Wilton Thomas-Hooke, Managing Director, Finance
Ms. Barbara Hamilton Golden, Director, Purchasing and Services

Action Requested

Authorization to purchase and install EzeScan document capture software from TGI Office Automation in the amount of \$49,860.00, funded by HEERF.

Justification

The COVID-19 pandemic prompted the college to move primarily to remote operations. In conjunction with enhancing our ability to operate remotely, the college expanded its virtual technology environment to facilitate remote access for staff and students. The college's current Kofax document capture solution does not adequately support our new virtual environment, and therefore presents challenges to making it broadly available to our staff. In transitioning back to on-campus operations, it remains essential to maintain technology services that support our virtual environment on and off-campus in an efficient and user-friendly manner. Our document capture solution needs to integrate with existing college technologies to ensure a seamless flow of data. The EzeScan replacement tool, while fully compatible with our virtual environment, also allows the configuration of processes that monitor dedicated mailboxes/shared drives, automate document processing in these locations, and file them in digital format to make them readily available to designated users. Additionally, the college will realize an approximate annual savings of \$9,000 once we have fully transitioned to this new solution.

The college has a need to procure this renewal through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4 TGI Office Automation 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.

Quotes were solicited from the companies listed below:

Axyon Consulting	No Response
JT Associates	No Response
TGI Office Automation	\$49,860.00
Ricoh Canada	No Response

Charge to:	HEERF
Account Number:	20-06-595000-604202
Amount:	\$49,860.00



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BOARD OF TRUSTEES ACTION A/F6
Approval Date: August 3, 2021

Resolution

To authorize a three-year term contract for the purchase and implementation of Ocelot AI Chatbot from CareerAmerica LLC.

Submitted By

Dr. Eric M. Friedman, President
Mr. Ron Spaide, Chief Information Officer
Mr. Wilton Thomas Hooke, Managing Director, Finance
Dr. Ralph Choonoo, Interim Vice President, Student Affairs
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to enter into a three-year term contract for the purchase and implementation of Ocelot Artificial Intelligence Chatbot through CareerAmerica LLC in the amount of \$85,500.00.

Justification

In the new normal of social distancing and remote learning, many students have a steady stream of inquiries and concerns that need to be addressed without being physically present in an advisor's office. 40% of student inquiries occur after hours. The Ocelot chatbot is operational 24/7 to answer repetitive and routine questions in a timely manner, so that advisors and administrators can maximize available time for assisting students with more complex needs. Conversations via the chatbot are multilingual and can be escalated to a live chat agent for issues that need a human touch.

The first two years totaling \$57,000.00 will be funded via coronavirus relief funds (HEERF II) with the option to continue usage in the third year at a cost of \$28,500 through the college's operating funds.

The college has a need to procure this program as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. CareerAmerica LLC has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:14A-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: HEERF II Years 1 & 2
Account: 50-06-595000-607526
Amount: \$57,000

Charge to: Operational funds Year 3
Account: 10-01-165100-607526
Amount: \$28,500



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BOARD OF TRUSTEES ACTION A/F7
Approval Date: August 3, 2021

Resolution

To authorize the purchase of nine (9) HP Multifunction Laser Jet printers from CDW Government LLC.

Submitted By

Dr. Eric M. Friedman, President
Mr. Ron Spaide, Chief Information Officer
Mr. Wilton Thomas Hooke, Managing Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to purchase nine (9) HP multifunction printers through NJ State Contract/NASPO #MNNVP-133/#M0483 from our vendor CDW Government LLC in the amount of \$45,295.83.

Justification

These nine HP Printers will be strategically placed in various communal locations throughout the college for shared use by all departments and replace the returned Canon copiers that were leased monthly. The IT Department is spearheading a College-wide effort to reduce our carbon footprint and move to a managed print business model which will eliminate the need for certain individual printers in offices. These new printers will continue to work toward that end and will result in a substantial cost savings for the College with the reduced need to purchase individual ink cartridges and lifecycle individual printers every 3 – 5 years.

Quotes were requested from the companies listed below:

CDW Government LLC	\$45,295.83
SHI International Corp.	\$46,739.97
E-Plus Technology Inc.	No Response

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

Charge to:	FY19 County Lifecycle Bond
Account Number:	20-00-170200-604302
Total:	\$45,295.83



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BOARD OF TRUSTEES ACTION A/F8
Approval Date: August 3, 2021

Resolution Amendment

Exempt from bidding: Authorization to purchase 125 Colleague user licenses with Ellucian Inc. at a cost of \$37,800.00.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas Hooke, Managing Director, Finance
Mr. Ron Spaide, Chief Information Officer
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to purchase 125 Colleague user licenses with Ellucian Inc. at a total cost of \$37,800.00.

Justification

As a result of the remote environment created by the Covid-19 pandemic, we are experiencing increased usage of Colleague (Student Information System) by both students and employees. The current limits on licenses are hindering productivity and efficiency and creating a vulnerability to our system. These additional 125 licenses will yield improved registration, tuition processing, and reporting access during peak performance, scalability Self-Service to meet growth in enrollment, staff, and faculty, and improve Self-Service performance to meet user expectations. This will increase the Colleague licenses to 374.

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. Ellucian 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.

This purchase is exempt from bidding in accordance with County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a)(19)(software)

Charge to: CRRSSA (HEERF II) Grant Fund
Account: 50-06-596300-607656
Amount: \$37,800.00



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BOARD OF TRUSTEES ACTION E/SA1
Approval Date: August 3, 2021

Resolution

Accept a grant award from the US Department of Education for the Bergen Community College *Childcare on Campus Means Parents In School* (CCAMPIS) program, and to authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Managing Director of Finance
Dr. Brock Fischer, Vice President of Academic Affairs
Dr. Adam Goodell, Dean of Arts, Humanities, and Wellness
Ms. Sally Dionisio, Managing Director, Child Development Center
Dr. William Yakowicz, Director of Grants Administration

Action Requested

Accept a grant award of \$109,049 for the Bergen Community College CCAMPIS program and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

Justification

The Bergen Community College CCAMPIS program expands the availability of on-campus childcare for student parents at the College's Child Development Center by providing professional staff, new playground equipment, instructional instrumentation, and supplies. This is the third of four years of such support. Given difficulties associated with the pandemic, many students are seeking to overcome serious impediments to college attendance. Lack of licensed childcare is an especially challenging barrier for many. Parent students who access the CDC also have access to many other college support services.

No college matching-funds are required.



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BOARD OF TRUSTEES ACTION E/SA2

Approval Date: August 3, 2021

Resolution

Authorize joining a partnership with Montclair State University to submit a National Science Foundation (NSF) Noyce grant proposal and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Managing Director of Finance
Dr. Brock Fischer, Vice President of Academic Affairs
Dr. Emily Vandalovsky, Dean of Mathematics, Science, and Technology
Dr. P.J. Ricatto, Professor of Chemistry
Dr. William Yakowicz, Director of Grants Administration

Action Requested

Authorize joining a partnership with Montclair State University (lead agency) to submit a NSF Noyce grant proposal and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

Justification

The NSF Noyce grant provides full scholarship support to selected STEM scholars starting in their first year of community college through their graduation from a four-year institution. Bergen and Montclair have worked closely on many successful projects over the years. For this initiative, Bergen receives \$105,000 as subrecipient for the first of the proposed five project years. The Year One budget includes \$50,000 to cover the costs of providing 50 Bergen Community College STEM students with a \$1,000 stipend to participate in a teaching internship with a partner school district. This 30-hour internship would meet (and exceed) the fieldwork requirements of the EDU101 (Introduction to Education) course, and students would receive the stipend after successful completion of the course. The paid internship experience is separate from the scholarship support.

Because of his proven effectiveness, Montclair requests that Dr. P.J. Ricatto serves as Bergen's lead faculty on the project to ensure students succeed in their internships and their transition to Montclair as full juniors in STEM fields.

A brief budget narrative is included on the second page.

No college matching funds are required.

**STEM-4-STEM Noyce Scholars Program
Montclair State University
Budget Justification Narrative for Subaward to Bergen Community College**

A. Senior Personnel

1. Co-Investigator (P.J. Ricatto) will allocate three (3) credits of time for each of the fall, spring, and summer semesters (nine - 9 - credits per year) for each of the five project years. The Co-Investigator class instructional replacement by adjuncts is at the cost of \$814 per credit (or the current adjunct compensation rate).

The Co-Investigator will assist in the recruitment and admissions process for Noyce Scholars, meet regularly with all potential Noyce Scholars, serve as the programmatic point of contact for the grant at BCC, and work with the Principal Investigator and school partners on the teaching internship. The Co-Investigator will also help develop the articulation programs to use in advising STEM teacher education students.

Total Senior Personnel: \$36,630

C. Fringe benefits for part-time adjunct instruction at 8.16 percent.

Total Fringe Benefits: \$ 2,989

F. Participant Support:

Paid Teaching Internship: \$50,000 is requested to cover the costs of providing 50 students in a STEM-related program at Bergen Community College with a \$1000 stipend to participate in a teaching internship with a partner school district. This 30-hour internship would meet (and exceed) the fieldwork requirements of the EDU101 course, and students would receive the stipend after successful completion of the course.

Total Participant Support: \$50,000

G. Other Direct Costs:

Recruitment materials and supplies: \$5,000 is requested to cover the costs of providing the Co-Investigator at BCC with materials and supplies for recruitment at a cost of \$1000 per year for all 5 years of the grant. Instructional resources and supplies for the five years at a cost of \$5,381.

Total Other Direct Costs: \$ 10,381

H. Total Direct Costs (A-G): \$ 100,000

I. Indirect Cost. For Indirect Cost, BCC is using a *de minimis* 10% of all direct, non-participant costs, for a total of \$5,000

Total Indirect Costs: \$ 5,000

J. Total Direct and Indirect Costs: \$ 105,000



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BOARD OF TRUSTEES ACTION E/SA3

Approval Date: August 3, 2021

Resolution

Authorize submission of a No Cost Extension in the approximate amount of \$80,000.00 for Bergen's Title V Pathway Scholars grant and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Managing Director of Finance
Dr. Brock Fisher, Vice President of Academic Affairs
Dr. Adam Goodell, Dean of Arts, Humanities, and Wellness
Professor Amy Baldassare, Director of Title V Pathway Scholars Program
Dr. William Yakowicz, Director of Grants Administration

Action Requested

Authorize submission of a No Cost Extension in the approximate amount of \$80,000 for the Title V Pathway Scholars Program and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

Justification

The purpose of this No Cost Extension (NCE) request is to ensure the most recent cohort of Pathway Scholars has an opportunity to complete its entire program cycle. The grant concludes on September 30, 2021. The NCE will enable program staff to use remaining grant funds to provide instructional support (tutoring and mentoring), counseling and advisement, and workforce development opportunities over summer and fall semesters.

The No Cost Extension is grant funded. No matching funds are required. However, in-kind support will be provided, such as tutoring through the Cerullo Learning Assistance Center, Specialized services, mentoring by the PepsiCo Mentorship initiative, and business/industry partner worksite experiences.



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BOARD OF TRUSTEES ACTION E/SA4

Approval Date: August 3, 2021

Resolution

Authorize submission of a No Cost Extension in the approximate amount of \$350,000 for Bergen's STEMatics grant and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Managing Director of Finance
Dr. Brock Fisher, Vice President of Academic Affairs
Dr. Emily Vandalovsky, Dean of Mathematics, Science, and Technology
Dr. P.J. Ricatto, Principal Investigator, STEMatics
Dr. William Yakowicz, Director of Grants Administration

Action Requested

Authorize submission of a No Cost Extension in the approximate amount of \$350,000 for the STEMatics Project and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

Justification

The purpose of this No Cost Extension (NCE) request is to ensure the most recent cohort of STEMatics has an opportunity to complete its entire program cycle. The grant concludes on September 30, 2021. The NCE will enable program staff to provide instructional support (tutoring and mentoring), counseling and advisement, and research as well as workforce development experiences.

This No Cost Extension is grant funded. However, institutional support will be provided, such as tutoring through the Cerullo Learning Assistance Center, Specialized Services, peer and faculty mentoring, and business/industry partner worksite experiences.



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BOARD OF TRUSTEES ACTION E/SA5
Approval Date: August 3, 2021

Resolution

Authorize execution of a subcontract agreement with Genesis Administrative Services, LLC, as a new Employer partner of the New Jersey Health Professions Consortium (NJHPC) and authorize President Eric M. Friedman, or his designee, to execute required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Managing Director Finance
Dr. Christine Gillespie, Executive Director, Continuing Education and Workforce Development
Dr. Susan Barnard, Dean of Health Professions
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested

Authorize an agreement between Bergen Community College (the College) and Genesis Administrative Services, LLC, Inc. to conduct work under the ***Scaling Apprenticeship Through Sector Based Strategies*** grant awarded to Bergen Community College by the U.S. Department of Labor, Employment and Training Administration (Grant Award # **HG-33026-19-60-A-34**, "HealthWorks").

Justification

On July 15, 2019, Bergen Community College, lead agency for the NJ Health Professions Consortium, was awarded a US DOL ETA *Scaling Apprenticeship* grant in the amount of \$12,000,000.00. Genesis Administrative Services, LLC. is approved by NJHPC partners to join the Consortium. The scope of services and budget support the statewide pathways for healthcare career apprenticeships built by Bergen Community College and NJHPC partner institutions. Genesis will work with Bergen to coordinate and align strategic initiatives, resources, policies, data, and accountability measures. The College shall administer the Grant and make payment to the participating colleges only to the extent that those activities and payments are authorized and approved by the U.S. Department of Labor.

Consistent with terms of the Grant, BCC is responsible for implementing sub-awards and monitoring all sub-recipients. This agreement between Bergen Community College and Genesis Administrative Services, LLC is authorized pursuant to County College Contracts Law; specifically N.J.S.A. 18A:64A-25.5(b). This agreement furthers the purposes of the Grant and the mission of the Consortium to create apprenticeship opportunities for H-1B-impacted workers, veterans, unemployed, and underserved populations. The College, consortium, employers, and other partners will deliver

education, on-the-job training, and apprenticeships that open employment and career advancement opportunities in the health care sector.

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

Section 1. The Board of Trustees of Bergen Community College hereby approves the terms and conditions of the Agreement between the College and participating partners which, through use of career pathways, helps ensure that H-1B-impacted individuals, veterans, unemployed, and other workers successfully access and complete health profession programs in order to gain family sustaining jobs in the healthcare sector.

Section 2. In accordance with Section 1 of this Resolution, the Board of Trustees of Bergen Community College authorizes the Chairman or President, or their designees, to execute any documents necessary to effectuate the consummation of the Agreement with the Participating partners, without the need for further approval by the Board of Trustees.

Section 3. All resolutions, orders and other actions of the College in conflict with the provisions of this Resolution, to the extent of such conflict, are hereby superseded, repealed or revoked.

Section 4. This Resolution shall take effect immediately.

The Standard Agreement template for use with each of the Participating Partners follows. Final work plans and budgets will be included with each as Addendum B and Addendum C.

Exhibits A and B referred to in the Agreement are the complete original grant application and Award which were accepted by the Board of Trustees of Bergen Community College.



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BOARD OF TRUSTEES ACTION E/SA6

Approval Date: August 3, 2021

Resolution

To authorize NJEdge Professional Instructional Design Services in the amount of \$60,000 and to authorize Eric M. Friedman or his designee to execute required activities. Throughout the pandemic, student feedback has consistently indicated a need for improvement in the area of online instruction. This effort ties directly to our Strategic Plan through the "Reimagine the Student Experience" and "Reimagine Technology" goals.

Submitted By

Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Mr. Wilton Thomas-Hooke, Managing Director of Finance
Dr. William J. Yakowicz, Director, Grants Administration

Action Requested

Approve \$60,000 dollars of HEERF grant funds to be used towards the development and delivery of training for Bergen faculty on applying quality matters standards to online course design. Students will also receive training on success in the online format. Finally, NJEdge will review and provide feedback on new courses. No operational funds are required for this purchase.

Justification

Bergen transitioned to remote learning in March 2020 with course offerings in asynchronous, synchronous, online mix and hybrid modes. A Survey was sent to students who were enrolled at Bergen Community College (BCC) in 2020FA to find out the students' experiences with online learning. Of the 195 students who responded to FA 2020 Student Survey, the most commonly selected reason was "Disappointed" with the quality of online instruction.

BCC subscribes to Quality Matters (QM) which is a nationally recognized, faculty-driven peer-review process used to ensure the quality of online and blended course design. To review the online or hybrid courses created during the last year, Quality Matters review process can help to provide feedback and to fix design issues with online and hybrid courses. However, this requires certified QM reviewers and instructional design services. Due to vacant Instructional Designer position at the college, NJEdge a non-profit technology services provider was contacted to fill this gap. A breakdown of services is provided below:

- 1.The development and delivery of a live training program via Zoom for faculty on applying Quality Matters standards to course design. This will include 2-3 sessions, which will be recorded and shared.
- 2.These assessments will be performed by Quality Matters-certified reviewers and will provide a report with feedback for each course.
- 3.Instructional design work to apply the recommendations and additional changes to the reviewed courses.

The list of professional services includes:

1. Faculty Training Program
2. Student Training Program
3. Review of new online courses



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BOARD OF TRUSTEES ACTION P1

Approval Date: August 3, 2021

Resolution

Appointment: Lecturers, Fall 2021 Semester

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

To approve the appointment of the following individuals as Lecturers for the Fall 2021 semester at the salary indicated.

<u>Name</u>	<u>Discipline/Division</u>	<u>Salary</u>
Zameer Baksh	Accounting/Business, Arts and Social Sciences	\$ 21,420.00
Diana Constantino	Nursing/Health Professions	\$ 21,420.00
Jake Dynes	Mathematics/Math, Science & Technology	\$ 21,420.00
Nicole Humphreys	Veterinary Technology/Health Professions	\$ 21,420.00
Lorraine Lago	Accounting/Business, Arts and Social Sciences	\$ 21,420.00
Sharon Mancini	Nursing/Health Professions	\$ 21,420.00
Christine Nemec	Wellness & Exercise Science/Health Professions	\$ 21,420.00
Charles Njogu	Information Technology/Math, Science & Technology	\$ 21,420.00
Lilleth Okossi	Nursing/Health Professions	\$ 21,420.00
Susan Toth	Communications-Journalism/Humanities	\$ 21,420.00
Thomas Kokoska	Information Technology/Computer Science	\$ 21,420.00

Justification

Lecturer appointments to cover full time class loads due to recent leaves, faculty retirements and enrollment trends.



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BOARD OF TRUSTEES ACTION P2
Approval Date: August 3, 2021

Resolution

Appointment: Confidential Staff

Submitted By

Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

To appoint the following individual to the indicated position at the annual rate, title and effective date as noted:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Anna Gergen	PTK and Honors Coordinator / Academic Affairs	\$54,000	08/09/21 (pro-rated)

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge to: College Operating Funds
Account Number:



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BOARD OF TRUSTEES ACTION P3
Approval Date: August 3, 2021

Resolution

Retirement: Administrator Staff

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Managing Director of Finance

Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

To approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Barbara Hamilton-Golden	Director, Purchasing and Services Purchasing / Finance and Accounting	11/06/06	09/01/21

Justification

Retirement



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BOARD OF TRUSTEES ACTION P4
Approval Date: August 3, 2021

Resolution

Approve Interim Assignment and Stipend

Submitted By

Dr. Eric Friedman, President

Mr. Wilton Thomas-Hooke, Managing Director, Finance and Accounting

Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

To approve the interim appointment of the following individual to the position along with the monthly stipend as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Date</u>
Stephanie Weise	Interim Director of Purchasing and Services	\$750.00	09/01/21

Justification

To fill a leadership position in Purchasing due to the retirement of the Director of Purchasing and Services.

Charge To: College Operating Funds
Account Number:



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BOARD OF TRUSTEES ACTION P5
Approval Date: August 3, 2021

Resolution

Appointment: Confidential Staff

Submitted By

Dr. Eric M. Friedman, President

Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

To appoint the following individual to the indicated position at the annual rate, title and effective date as noted:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
David Borzotta	AVP of Safety and Security/ Public Safety / Administration	\$120,000 (pro-rated)	08/23/21

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge to: College Operating Funds
Account Number:



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BOARD OF TRUSTEES ACTION P6
Approval Date: August 3, 2021

Resolution

Appointment: Confidential

Submitted By

Dr. Eric M. Friedman, President

Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

To reinstate the following individual to the indicated position at the annual rate, title and effective date as noted:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Taraiya Dodd	Senior Payroll Generalist / Human Resources and Employee Relations	\$56,100.00	08/04/21

Justification

To reinstate this employee to fill the recently vacated position of Senior Payroll Specialist. This position is at-will.

Charge to: College Operating Funds

Account Number:



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BOARD OF TRUSTEES ACTION P7
Approval Date: August 3, 2021

Resolution

WHEREAS the Bergen Community College ("College") and the Bergen Community College Faculty Association ("BCCFA") recommend the terms for a successor collective bargaining agreement to the Board for approval.

Once approved by the Board, the successor collective bargaining agreement shall be placed on the College website.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Managing Director of Finance

Ms. Yvette Aviles, Assistant Director of Human Resources



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BOARD OF TRUSTEES ACTION P8
Approval Date: August 3, 2021

Resolution

WHEREAS the Bergen Community College ("College") and the Bergen Community College Administrators Association ("BCCAA") recommend the terms for a successor collective bargaining agreement to the Board for approval.

Once approved by the Board, the successor collective bargaining agreement shall be placed on the College website.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Managing Director of Finance
Ms. Yvette Aviles, Assistant Director of Human Resources



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BOARD OF TRUSTEES ACTION P9
Approval Date: August 3, 2021

Resolution

WHEREAS the Bergen Community College ("College") and the Bergen Community College Support Staff Association ("BCCSSA") recommend the terms for a successor collective bargaining agreement to the Board for approval.

Once approved by the Board, the successor collective bargaining agreement shall be placed on the College website.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Managing Director of Finance
Ms. Yvette Aviles, Assistant Director of Human Resources



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BOARD OF TRUSTEES ACTION P10
Approval Date: August 3, 2021

Resolution

WHEREAS the Bergen Community College ("College") and the Bergen Community College Professional Staff Association ("BCCPSA") recommend the terms for a successor collective bargaining agreement to the Board for approval.

Once approved by the Board, the successor collective bargaining agreement shall be placed on the College website.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Managing Director of Finance

Ms. Yvette Aviles, Assistant Director of Human Resources



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BOARD OF TRUSTEES ACTION P11
Approval Date: August 3, 2021

Resolution

Retirement: Faculty

Submitted By

Dr. Eric Friedman, President

Dr. Brock Fisher, VP, Academic Affairs

Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

To approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
April Adams	Associate Professor / ALP Speech Humanities / Academic Affairs	09/01/00	07/01/21 (retroactive)

Justification

Retirement



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BOARD OF TRUSTEES ACTION P12
Approval Date: August 3, 2021

Resolution

Resignation: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

To approve the resignation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Lauren Fowler	Title V Academics Counselor / Student Support / Student Affairs	07/01/07	07/30/21

Justification

Resignation



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BOARD OF TRUSTEES ACTION P13
Approval Date: August 3, 2021

Resolution

Resignation: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President
Dr. Ralph Choonoo, Interim Vice President, Student Affairs
Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

To approve the resignation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Majeda Sultana	STEM Academics Counselor / Student Support / Student Affairs	08/04/17	07/31/21

Justification

Resignation



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BOARD OF TRUSTEES ACTION S/F 1
Approval Date: August 3, 2021

Resolution

To authorize award of Public Bid P-2336 Ciccone Theatre Roof Replacement to Frank Cyrwus Inc.

Submitted By

Dr. Eric Friedman, President
Mr. Wilton Thomas-Hooke, Managing Director, Finance
Mr. Michael Hyjeck, Managing Director, Physical Plant
Ms. Barbara Hamilton-Golden, Director, Purchasing and Services

Action Requested

Authorization to award public bid P-2336 for the replacement of the Ciccone Theatre roof to Frank Cyrwus Inc., in the amount of \$569,210.00.

Justification

The Ciccone Theatre roof has a number of leaks that can no longer be repaired by patching, and the existing ballasted roof system is beyond its useful life.

A total of 21 companies registered for bid packages and 6 bids were received. See table below for bids received.

Frank Cyrwus Inc.	\$569,210.00
Laumar Roofing Co.	\$595,000.00
A & M Contracting	\$675,000.00
All-Ply Roofing Co., Inc.	\$702,093.00
Galia Construction Inc.	\$870,000.00
Northeast Roof Maintenance	\$992,000.00

Charge To: TBD

Account Number: TBD

Total: \$569,210.00



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BOARD OF TRUSTEES ACTION S/F 2
Approval Date: August 3, 2021

Resolution

To award professional services to RSC Architects for the preparation of plans and specifications for the removal and replacement of the Lyndhurst Campus existing rooftop cooling tower.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Managing Director of Finance
Ms. Barbara Golden, Director, Purchasing and Services
Mr. Michael Hyjeck, Managing Director, Physical Plant

Action Requested

Authorization to pay \$27,000.00 including Direct Costs to RSC Architects for the preparation of plans and specifications for the removal and replacement of the Lyndhurst Campus existing rooftop cooling tower.

Justification

The existing Lyndhurst Campus. Rooftop cooling tower is beyond its serviceable life, and needs to be removed and replaced in order to restore the existing building cooling capabilities.

Professional services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (1). The Request for Qualifications for Architecture Services was advertised, in accordance with the New Jersey P.L. 2004, Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

Charge To: County Capital

Account Number:

Total: \$27,000.00



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BOARD OF TRUSTEES ACTION S/F3
Approval Date: August 3, 2021

Resolution Amendment

To notify the Board of Trustees of the emergency rental and installation of an air-cooled chiller for the Lyndhurst facility from Carrier Rental Systems.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas Hooke, Managing Director of Finance
Mr. Michael Hyjeck, Managing Director, Physical Plant
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Notification of emergency rental of an air-cooled chiller for the Lyndhurst facility, including delivery and installation services, from Carrier Rental Systems. The monthly cost for chiller rental is \$13,774.51, plus an estimated \$9,117.50 for delivery and start-up. It is anticipated that the temporary chiller will be needed for five months for total rental cost of \$68,872.55. This project also includes labor and materials to install 400 feet of water lines to tie the rental chiller into existing lines, at an estimated cost of \$122,200.00, and electrical hook-up of temporary chiller, at an estimated cost of \$98,435.00.

Justification

The College plans to fully reopen the Lyndhurst facility for classes. In preparation for the opening, the chiller that is used to cool the building was tested and found to be non-functional and unable to cool the building. In anticipation of upcoming classes and the welfare and comfort of students, faculty and staff, it is necessary to rent a chiller as an immediate temporary fix until a new one can be purchased.

In order to mitigate the emergency, the College President has authorized the procurement of the rental chiller and has certified in writing the nature of the emergency.

Emergency purchases are allowed when the health, safety or welfare of occupants of college property requires the immediate delivery or performance of work in accordance with County College Contracts Law 18A:64A-25.6.

Pay-to-Play law allows the award of a contract when public exigency requires the immediate delivery of goods or performance of emergency services in accordance with N.J.S.A. 19:44A-20.12.

Charge to: HEERF

Account: 50-02-596300-607550

Amount: \$298,625.05



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BOARD OF TRUSTEES ACTION S/F4

Approval Date: August 3, 2021

Resolution

To award professional services to RSC Architects for the existing concrete spalling investigation, establish recommended/required repairs, and preparation of plans and specifications for the required repair/restore the pool mechanical room concrete wall and ceiling slab spalling.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Managing Director of Finance

Ms. Barbara Golden, Director, Purchasing & Services

Mr. Michael Hyjeck, Managing Director, Physical Plant

Mr. Robert P. Coane, Director of Campus Planning and Improvements

Action Requested

Authorization to pay \$39,000.00 including Direct Costs to RSC Architects for the existing concrete spalling investigation, establish recommended/required repairs, and preparation of plans and specifications for the repair/restore the pool mechanical room concrete wall and ceiling slab spalling.

Justification

The existing pool mechanical room concrete wall separating the pool and mechanical and ceiling has various areas where the concrete has spalled as a direct result of long term water penetration related to the pool, which has resulted in significant rusting of the rebar resulting in the spalling concrete. This existing spalling and rusted rebar must be corrected in order to restore the existing concrete wall and ceiling slab structural integrity.

Professional services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (1). The Request for Qualifications for Architecture Services was advertised, in accordance with the New Jersey P.L. 2004, Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

Charge To: County Bond

Account Number: 20-00-116500-604226

Total: \$39,000.00