

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

**Paramus Campus – Technology Building – Conference Rooms B and C**

**Tuesday, January 11, 2022 – 5:00 p.m.**

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Roll Call
- IV. Pledge of Allegiance
- V. Reports:
  - A. Vice Chairman
  - B. Treasurer
  - C. President
- ❖ Presentation:  
Linda Caruso, Continuing Education and Workforce Development
- D. Committees
  - 1. Audit, Finance and Legal Affairs
  - 2. Education and Student Affairs
  - 3. Personnel
  - 4. Site and Facilities
  - 5. Strategic Planning and Issues
- E. Alumni Trustee
- F. Chairwoman
- VI. Unfinished Business / Board Members
- VII. New Business / Board Members
- VIII. Open to the Public
- IX. Actions
  - A. Approval of Board Minutes: Tuesday, December 7, 2021
  - B. Approval of Executive Session Minutes: Tuesday, December 7, 2021
  - C. Consent Agenda: Tuesday, January 11, 2022
- X. Executive Session, if required
- XI. (New Business/Open to the Public)
- XII. Adjournment



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## **CONSENT AGENDA**

**Tuesday, January 11, 2022  
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 and Executive Session Minutes – Tuesday, December 7, 2021**

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

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. To authorize the College's license renewal agreement for campus-wide use of the Adobe Creative Cloud software through Dell Technologies.
3. Authorization to award Public Bid P-2353 for On-Call Electrical Services to Sal Electric Co. Inc. for a two-year period from January 11, 2022 through January 10, 2024 with an option to extend for one (1) additional year.
4. Authorization to award Public Bid P-2350 for On-Call Plumbing Services to William J. Guarini, Inc. for a two-year period.
5. To authorize the renewal of the Cisco SmartNet maintenance agreement with SHI International Corporation. The agreement will cover the College's Cisco network infrastructure hardware and software for the period of February 1, 2022 – January 31, 2023.
6. To authorize the renewal of Open LMS, the College's learning management system, with Learning Technology Group, for both credit and non-credit (Continuing Education) platforms as well as an additional 1 Terabyte of cloud storage for a one-year term.
7. Authorization to enter into a new 36-month Cisco Flex Enterprise agreement with \_\_\_\_\_ covering Cisco voice and collaboration services, licensing and support.
8. To purchase a 2021 Ford Utility Interceptor vehicle for Public Safety from Cherry Hill Winner Ford.

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

1. Authorize submission of a grant proposal to the American Library Association for \$1,000, and to authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.
2. Authorize submission of a grant proposal for career and technical education facility expansion in the amount of \$4,000,000 to the New Jersey Office of the Secretary of Higher Education, and to authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.
3. Authorize submission of a proposal to the U.S. Department of Agriculture's (USDA) Hispanic-Serving Institutions (HSI) Education Grants Program for \$1,000,000, and to authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.
4. Authorize acceptance of a continuation award from lead agency Georgian Court University in the amount of \$142,083, and to authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.



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## CONSENT AGENDA

January 11, 2022

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### PERSONNEL (P)

1.
  - A. Appointment: Program Coordinator/Faculty
  - B. Appointment: Professional Staff
  - C. Appointment: Lecturers, Spring 2022 Semester
  - D. Appointment: Clinical Coordinators
  - E. Appointment: Support Staff
  - F. Appointment: Student Affairs Athletic Program (Coaching Staff)
  - G. Appointment: Support Staff
  - H. Appointment: Professional Staff
2. Reappointment: Grant
3. Approve: Title Change – Confidential - vacant position.
4. Approve: Leave of Absence / Support Staff
5.
  - A. Rescind: Program Coordinators/Faculty
  - B. Rescind Stipend: Clinical Faculty
  - C. Rescind Appointment: Clinical Coordinator
  - D. Rescind Appointment: Grant Funded
6.
  - A. Retirement: Faculty Staff
  - B. Retirement: Support Staff
7.
  - A. Resignation: Confidential Staff
  - B. Resignation: Professional Staff
  - C. Resignation: Grant Funded Staff
  - D. Resignation: Grant Funded Staff

### SITE AND FACILITIES (S/F)

1. To award professional services to Acari & Iovino Architects for the existing restroom evaluation/code review of the Pitkin Education Center.



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**BOARD OF TRUSTEES ACTION A/F1**  
**Approval Date: January 11, 2022**

**Resolution**

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

**Submitted By**

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

**Action Requested**

Approval for payment of the following legal vouchers:

DeCotiis, FitzPatrick, Cole & Giblin, LLP.

November 1, 2021 to November 30, 2021                      \$ 15,330.63

Legal bills will be 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
Amount:	\$ 15,330.63



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## **BOARD OF TRUSTEES ACTION A/F2**

**Approval Date: January 11, 2022**

### **Resolution**

To authorize the College's license renewal agreement for campus-wide use of the Adobe Creative Cloud software through Dell Technologies.

### **Submitted By**

Dr. Eric M. Friedman, President  
Mr. Wilton Thomas-Hooke, Chief Financial Officer  
Mr. Ron Spaide, Chief Information Officer  
Ms. Stephanie Weise, Interim Director Purchasing and Services

### **Action Requested**

Authorization to renew the campus-wide Adobe Creative Cloud license from Dell Technologies, for a term of 3 years for the period of February 23, 2022 through February 22, 2025 at an annual cost of \$98,279.36.

### **Justification**

The College will enter into a three-year contract for the renewal of the Enterprise Term License Agreement (ETLA) with Adobe Inc. through Dell Technologies. This new contract includes Creative Cloud for all labs, staff, and faculty, as well as 219 student use licenses. Also included in Creative Cloud is the Algorithmic Substance Pack, which is used by academic departments for information technology. Inclusion of the Algorithmic Substance Pack in the new contract will eliminate the additional \$4,000.00 renewal cost associated with the Algorithmic Substance Pack moving forward. Pricing is based on a three-year agreement with a total cost of \$294,838.08 payable in three annual installments of \$98,279.36. Pricing is also based on updated FTE count, and a fixed rate for the "per seat" cost through the three-year agreement expiring in February of 2025. This purchase enables the College to use the Adobe Creative Cloud software in all labs and classrooms college-wide, as well as for named licensing for students enrolled in academic programs that are heavily reliant on this software (typically the audio visual and music curricula).

Dell Technologies 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 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 Contributions Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the college.

Quotes were obtained from the following vendors:

Dell Technologies (annual cost)	\$98,279.36
CDW Government Inc (annual cost)	\$103,640.00
E-Plus	No response
Insight Public Sector	No response
SHI International	No response

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

<b>Charge to:</b>	College Operating Funds and HEERF Funds (year one only)
<b>Account Number:</b>	10-01-165100-607526 and 50-06-596300-607526
<b>Amount:</b>	\$294,338.08



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**BOARD OF TRUSTEES ACTION A/F3**  
**Approval Date: January 11, 2022**

**Resolution**

Authorization to award Public Bid P-2353 for On-Call Electrical Services to Sal Electric Co. Inc. for a two-year period from January 11, 2022 through January 10, 2024 with an option to extend for one (1) additional year.

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Nathaniel Saviet, Vice President, Facilities Planning  
Mr. Michael Hyjeck, Managing Director, Physical Plant  
Mr. Wilton Thomas Hooke, Chief Financial Officer  
Ms. Stephanie Weise, Interim Director, Purchasing and Services

**Action Requested**

Authorization to award Public Bid P-2353 for On-Call Electrical Contracting to Sal Electrical Co. Inc. for the 2-year period January 11, 2022 through January 10, 2024, for an estimated amount of \$1,147,000.00.

**Justification**

The College requires an on-call electrical contractor to deal with emergency electrical situations, as well as having the ability to complete general electrical repairs on a routine basis. Seven (7) companies registered for the bid package, and four (4) bids were received.

Bids were received from:

Sal Electric Co. Inc.	\$1,147,100.00
Vanore Electric, Inc.	\$1,147,311.20
Magic Touch Construction Co. Inc.	\$1,317,740.40
Multi-Phase Electrical Services, Inc.	\$1,529,378.37

**Charge To:** College Operating Funds

**Account Number:** 10-06-610100-607550

**Amount:** \$1,147,100.00



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**BOARD OF TRUSTEES ACTION A/F4**  
**Approval Date: January 11, 2022**

**Resolution**

Authorization to award Public Bid P-2350 for On-Call Plumbing Services to William J. Guarini, Inc. for a two-year period.

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Nathaniel Saviet, Vice President, Facilities Planning  
Mr. Michael Hyjeck, Managing Director, Physical Plant  
Mr. Wilton Thomas-Hooke, Chief Financial Officer  
Ms. Stephanie Weise, Interim Director, Purchasing and Services

**Action Requested**

Authorization to award Public Bid P-2350 for On-Call Plumbing Services to William J. Guarini, Inc. for a two-year period from January 11, 2022 through January 10, 2024, with the option to extend for one (1) additional year for an estimated amount of \$1,385,107.00.

**Justification**

The College requires an on-call plumbing contractor to respond to emergency situations, as well as having the ability to complete routine general plumbing repairs. Five (5) companies registered for the bid package, and two (2) bids were received.

Bids were received from:

William J. Guarini, Inc.	\$1,385,107.00
Magic Touch Construction Co, Inc.	\$1,459,375.20

<b>Charge To:</b>	College Operating Funds
<b>Account Number:</b>	10-06-610100-607550
<b>Amount:</b>	\$1,293,907.00

<b>Charge To:</b>	HEERF Grant
<b>Account Number:</b>	50-06-596300-607550
<b>Amount:</b>	\$91,200.00





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## **BOARD OF TRUSTEES ACTION A/F5**

**Approval Date: January 11, 2022**

### **Resolution**

To authorize the renewal of the Cisco SmartNet maintenance agreement with SHI International Corporation. The agreement will cover the College's Cisco network infrastructure hardware and software for the period of February 1, 2022 – January 31, 2023.

### **Submitted By**

Dr. Eric M. Friedman, President

Mr. Ronald Spaide, Chief Information Officer

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Stephanie Weise, Interim Director, Purchasing and Services

### **Action Requested**

Authorization to purchase Cisco SmartNet maintenance services from SHI International Corporation in the amount of \$94,000.00 on NJ Edge Market consortium, contract #269EMCPS-21-001-EM-SHI.

### **Justification**

The college seeks to secure Smartnet maintenance coverage for critical network and server infrastructure equipment, including Cisco network switches, Cisco telephones, Cisco security services and firewalls, and Cisco wireless network. The maintenance coverage also provides the Information Technology Department with access to technical support, software upgrades, and hardware replacement for this equipment which is central to maintaining the College's technology infrastructure. The agreement also provides anytime access to Cisco engineers, hardware replacement options, operating system updates, and proactive diagnostics on devices to reduce risk and downtime.

Quotes were solicited and received from the companies listed below:

Aspire Technology Partners	\$94,831.45
CDW Government LLC	\$103,800.00
SHI International Corporation	\$94,000.00
Continental Resource Inc.	No Response
Core BTS	No Response
EPlus Technology Inc.	No Response

Consortium purchases are allowed in accordance with County College Contracts Law 18A:-64A-25.10.

**Charge to:** College Operating Funds  
**Account Number:** 10-01-165100-607511  
**Amount:** \$94,000.00



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**BOARD OF TRUSTEES ACTION A/F6**  
**Approval Date: January 11, 2022**

**Resolution**

To authorize the renewal of Open LMS, the College's learning management system, with Learning Technology Group, for both credit and non-credit (Continuing Education) platforms as well as an additional 1 Terabyte of cloud storage for a one-year term.

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Wilton Thomas-Hooke, Chief Financial Officer  
Mr. Ron Spaide, Chief Information Officer  
Ms. Stephanie Weise, Interim Director, Purchasing and Services

**Action Requested**

Renewal of the annual hosting and maintenance agreement for the College's two instances of Open LMS, our learning management system platform, as well as the purchase of an additional 1 Terabyte of cloud storage for a one-year term from January 20, 2022 through January 19, 2023 at a total cost of \$110,271.28.

**Justification**

The Open LMS Platform is the College's online learning platform or learning management system which is maintained and fully-hosted in the cloud in a clustered, load balanced and redundant environment for both credit and non-credit Continuing Education classes.

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. Learning Technology Group 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 Number:** 10-01-165100-607526  
**Amount:** \$110,271.28



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**PLACEHOLDER**

**BOARD OF TRUSTEES ACTION A/F7**

**Approval Date: January 11, 2022**

**Resolution**

Authorization to enter into a new 36-month Cisco Flex Enterprise agreement with \_\_\_\_\_ covering Cisco voice and collaboration services, licensing and support

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Wilton Thomas-Hooke, Chief Financial Officer  
Mr. Ron Spaide, Chief Information Officer  
Ms. Stephanie Weise, Interim Director Purchasing and Services

**Action Requested**

Authorization to enter into a Cisco Flex Enterprise 36-month maintenance and support agreement for the term of February 1, 2022 to February 1, 2025, with \_\_\_\_\_ for a total of \$ \_\_\_\_\_ to be billed annually as follows:

Year 1 will be billed at \$ \_\_\_\_\_  
Year 2 will be billed at \$ \_\_\_\_\_  
Year 3 will be billed at \$ \_\_\_\_\_

**Justification**

Cisco's Flex Enterprise agreement entitles Bergen Community College (BCC) to the required licenses for Cisco Call Manager and Unity as well as Webex accounts for all faculty, staff and students. Additionally, this contract entitles BCC to technical support, upgrades and security patches for the College's critical telephone systems.

Quotes were received from the companies listed below.

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

**Charge to:** College Operating Funds  
**Account Number:** 10-01-165100-607526  
**Amount:** \$



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**BOARD OF TRUSTEES ACTION A/F8**  
**Approval Date: January 11, 2022**

**Resolution**

To purchase a 2021 Ford Utility Interceptor vehicle for Public Safety from Cherry Hill Winner Ford.

**Submitted By**

Dr. Eric Friedman, President  
Mr. Wilton Thomas-Hooke, Chief Financial Officer  
Mr. David Borzotta, Vice President, Safety and Security  
Ms. Stephanie Weise, Interim Director, Purchasing and Services

**Action Requested**

Authorization to purchase a 2021 Ford Utility Interceptor on NJ State Contract #20-Fleet-01189, from Cherry Hill Winner Ford at an estimated cost of \$41,783.00.

**Justification**

The Public Safety and Security Department at Bergen Community College requires patrol vehicles to perform services related to traffic safety, motor vehicle enforcement of campus violations, motor vehicle accidents, assistance with motor vehicle issues, emergency situations, and patrols at the Paramus, Hackensack, and Lyndhurst campuses. The department's 2011 Ford Escape has accumulated over 90,000 miles of service and it is currently in unsatisfactory condition. This fully depreciated vehicle needs extensive repair, and as a result, the maintenance costs outweighs its value. The Security Department seeks to remove this obsolete vehicle from service, dispose of it through the college's fixed asset disposal procedures, and replace it with the 2021 Ford Utility Interceptor.

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

**Charge To: College Operating Funds**

**Account Number: 20-01-191100-604205**

**Total: \$41,783.00**



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**BOARD OF TRUSTEES ACTION E/SA1**  
**Approval Date: January 11, 2022**

**Resolution**

Authorize submission of a grant proposal to the American Library Association for \$1,000, 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, Chief Financial Officer  
Dr. Brock Fischer, Vice President of Academic Affairs  
Dr. Adam Goodell, Dean of Humanities  
Mr. David Marks, Dean, Library Services  
Dr. William Yakowicz, Director of Grants Administration

**Action Requested**

Authorize submission of a proposal to the American Library Association (ALA) in the amount of \$1,000 for a Women's Suffrage discussion group project, and to authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

**Justification**

The Sidney Silverman Library has a long history of supporting and initiating

1. important book discussions, 2. Mountings of displays, and 3. Bergen's *Common Read* that promote student learning and engagement in and outside the classroom. This special multifaceted initiative includes on campus and off campus events organized by Dr. Katherine McGivern in collaboration with humanities scholar Dr. Christine Eubanks and Laura Leonard of the Wyckoff Public Library (WPL). If awarded, funds will cover small stipends for discussion leaders, purchase of children's books, and costs of multiple copies of five books to be used for adult readings and discussion groups coinciding with Bergen's Black History Month and Women's History Month. Community-based discussions will take place at Waldwick Public Library and possibly other municipal libraries.

College funds are not required.



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**BOARD OF TRUSTEES ACTION E/SA2**  
**Approval Date: January 11, 2022**

**Resolution**

Authorize submission of a grant proposal for career and technical education facility expansion in the amount of \$4,000,000 to the New Jersey Office of the Secretary of Higher Education, 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, Chief Financial Officer  
Mr. Nathaniel Saviet, Vice President, Facilities  
Dr. Brock Fischer, Vice President of Academic Affairs  
Dr. Emily Vandalovsky, Dean of Mathematics, Science, and Technology  
Dr. William Yakowicz, Director of Grants Administration

**Action Requested**

Authorize submission of a proposal for career and technical education (CTE) facility expansion in the amount of \$4,000,000 to the New Jersey Office of the Secretary of Higher Education, and to authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

**Justification**

Industry employers face growing needs for highly skilled workforce in cybersecurity and advanced manufacturing. At the same time, Bergen Community College (BCC) has experienced increasing enrollment in these fields. To help address industry needs and growing student employment and career advancement opportunities, BCC proposes to pursue two key goals:

1. Increase facility capacity to accommodate a growing number of students who are able to enroll in high demand CTE programs by constructing a one-story addition to the technology building that contains three (3) cybersecurity training classrooms, expanded advanced manufacturing and precision welding laboratory work area, student work room, hallway, restrooms, and related space.
2. Increase by 25% the number of students enrolled in cybersecurity programming and advanced manufacturing, including precision welding courses, in order to address workforce shortages in these high-demand occupational areas.

Matching funds must equal at least 25 percent of the total cost of the project.

The budget, including the amount needed for required College matching funds, is in development.



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## **BOARD OF TRUSTEES ACTION E/SA3**

**Approval Date: January 11, 2022**

### **Resolution**

Authorize submission of a proposal to the U.S. Department of Agriculture's (USDA) Hispanic-Serving Institutions (HSI) Education Grants Program for \$1,000,000, 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, Chief Financial Officer  
Dr. Brock Fisher, Vice President of Academic Affairs  
Professor Ronda Drakeford, MSM, Coordinator, Hotel/Restaurant/Hospitality Management  
Dr. William J. Yakowicz, Director, Grants Administration

### **Action Requested**

To authorize submission of a proposal to the USDA-HSI Education Grant Program for a four-year, \$1,000,000 project to advance the college's culinary and food science programs, and to authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

### **Justification**

Employers at every point along food production and food services continuum are experiencing severe shortages of skilled workers. Bergen Community College culinary arts faculty and students are helping to address this pressing workforce need through their engagement with innovative programming. The college's collaboration with Volvo Cars U.S.A., L.L.C. is only one model approach the college has successfully tested and used. BCC will capitalize on this successful collaboration to strengthen and grow the curriculum and the number of students enrolled, retained in, and graduating with certificates or degrees in culinary arts and food related sciences. This is to be a cross disciplinary initiative involving students in culinary arts, restaurant management, business, horticulture, and the food related sciences. To the extent feasible, fresh vegetables and related ingredients will be sourced from the college's gardens and hydroponic system, supported by compost generated by the college's food waste recovery initiative. The project will provide hands-on training and experiential learning opportunities from the farm to the table, culminating in the delivery of food services in the college cafeteria on the Paramus campus or at the Ciarco Learning Center.

No college funds are required.

The project design and budget are in development.



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**BOARD OF TRUSTEES ACTION E/SA4**  
**Approval Date: January 11, 2022**

**Resolution**

Authorize acceptance of a continuation award from lead agency Georgian Court University in the amount of \$142,083, 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, Chief Financial Officer  
Ms. Tracy Rand, Director of Specialized Services  
Dr. Ralph Choonoo, Interim Vice President of Student Affairs  
Dr. William J. Yakowicz, Director, Grants Administration

**Action Requested**

To accept a continuation award from Georgian Court University for \$142,083 to provide workforce readiness for participating students, and to authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

**Justification**

This is the second year continuation of the five-year TPSID project previously approved by the Board of Trustees. Georgian Court University is lead agency with Bergen Community College and The College of New Jersey providing support. Bergen's portion of this collaborative effort to more fully include students with intellectual disabilities concentrates on workforce readiness, increasing internship opportunities, and expanding job prospects.

No college funds are required.





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**BOARD OF TRUSTEES ACTION P1A**  
**Approval Date: January 11, 2022**

**Resolution**

Appointment: Program Coordinator/Faculty

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To reappoint the individual listed below to the position of Program Coordinator at the amount of release time shown for the period January 18, 2022 – June 30, 2022.

**PROGRAM COORDINATORS/DIRECTORS**

**Name**

**Department/Division**

**Annual**

**Release Time**

Jessica Gorham

Diagnostic Medical Sonography//Health Professions

10 credit hours

**Justification**

To appoint the Academic Department Chairs, Program Coordinators/Directors and Program Liaison in accordance with the agreement with the BCCFA. This is a replacement for the prior individual who has resigned from her role as a Program Director.

Charge To:

Account Number: Various



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## **BOARD OF TRUSTEES ACTION P1B**

**Approval Date: January 11, 2022**

### **Resolution**

Appointment: Professional Staff

### **Submitted By**

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President of Student Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

Ms. Yvette Aviles, Associate Director of Human Resources

### **Action Requested**

To approve the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Jenny Gamez	Coordinator of Student Conduct and Student Information / Student Affairs	\$56,000	01/12/22 (pro-rated)

### **Justification**

To fill a budgeted position through a successful search process pending successful completion of background checks, references and 90 Day probation. This position is at-will.

Charge to: College Funds

Account Number:



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**BOARD OF TRUSTEES ACTION P1C**  
**Approval Date: January 11, 2022**

**Resolution**

Appointment: Lecturers, Spring 2022 Semester

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To approve the appointment of the following individuals as Lecturers for the Spring 2022 semester at the salary indicated.

<b><u>Name</u></b>	<b><u>Discipline/Division</u></b>	<b><u>Salary</u></b>
Zameer Baksh	Business / Business, Arts and Social Sciences	\$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
Susan Toth	Communications / Humanities	\$21,420.00
Thomas Kokoska	Information Technology / Computer Science	\$21,420.00
Philip G. Ross III	WEX / Health Professions	\$22,285.00
Elizabeth Terhune	Medical Office Assistant / Health Professions	\$21,224.00
Marites Alconis	Medical Surgical Nursing / Health Professions	\$22,285.00
Heather Uccello	Medical Surgical Nursing / Health Professions	\$22,285.00
Joana Constantino	Medical Surgical Nursing / Health Professions	\$22,285.00
Rommell Jimenez	Medical Surgical Nursing / Health Professions	\$22,285.00
Sunny Choi	Respiratory Care / Health Professions	\$22,285.00
Jessica Gorham	Diagnostic Medical Sonography / Health Professions	\$21,224.00
Annette Rakowski	Information Technology / Math, Science and Technology	\$22,285.00
Bernadette Szasz	Biology / Math, Science and Technology	\$22,285.00
Christina Mouser	Mathematics / Math, Science and Technology	\$22,285.00

P1C - Appointment: Lecturers, Spring 2022 Semester  
January 11, 2022  
Page 2

Myung Hee Yoojin	Mathematics / Math, Science and Technology	\$22,285.00
Steven Porzl	Business and Accounting / Business, Arts and Social Sciences	\$22,285.00
Michelle Prezioso	English / Humanities	\$22,285.00
Alex Chan	Communications / Humanities	\$22,285.00
Harry Maisch	Biology / Math, Science and Technology	\$22,285.00
Jamila Haramuniz	Mathematics / Math, Science and Technology	\$21,224.00
Andrea Da Conturbia	Mathematics / Math, Science and Technology	\$22,285.00
George Chudyk	Computer Science / Math, Science and Technology	\$22,285.00
Derek Levin	Social Sciences / Business, Arts and Social Sciences	\$22,285.00

**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 P1D**  
**Approval Date: January 11, 2022**

**Resolution**

Appointment: Clinical Coordinators

**Submitted By**

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

MS. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To appointment the individual listed below to the position of Clinical Coordinator at the stipend shown for the period January 18, 2022 – June 30, 2022.

<b><u>Name</u></b>	<b><u>Department/Division</u></b>	<b><u>Annual Stipend</u></b>
Sunny Choi	Respiratory Care /Health Professions	\$2,375.00

**Justification**

In accordance with the terms of the Agreement between Bergen Community College and the Bergen Community College Faculty Association. This is a replacement for a Clinical Coordinator who has resigned her position.



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**BOARD OF TRUSTEES ACTION P1E**  
**Approval Date: January 11, 2022**

**Resolution**

Appointment: Support Staff

**Submitted By**

Dr. Eric M. Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To approve the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Elyssa Molina	Secretary / Physical Plant and Grounds / Facilities	\$37,000	01/12/22 (pro-rated)

**Justification**

To fill a budgeted position through a successful search process pending successful completion of background checks, references and 90 Day probation. This position is at-will.

Charge to: College Funds  
Account Number:



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## **BOARD OF TRUSTEES ACTION P1F**

**Approval Date: January 11, 2022**

### **Resolution**

Appointment: Student Affairs Athletic Program (Coaching Staff)

### **Submitted By**

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

### **Action Requested**

To approve the appointment of the following individuals to part-time Head Coach and Assistant Coach positions at the stipends indicated:

<b><u>Name</u></b>	<b><u>Head Coach Position</u></b>	<b><u>Stipend</u></b>	<b><u>Effective Dates</u></b>
Anthony Vaughn	Track and Field	\$5,500.00	01/01/22 – 05/31/22

<b><u>Name</u></b>	<b><u>Asst. Coach Position</u></b>	<b><u>Stipend</u></b>	<b><u>Effective Dates</u></b>
Erika Czujke-Wood	Track and Field	\$3,500.00	01/01/22 – 05/31/22

Edgar Aguilar	Track and Field	\$3,500.00	01/01/22 – 05/31/22
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### **Justification**

The above-mentioned stipends are seasonal.

Charge To: College Operating Funds

Account Number: Various



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**BOARD OF TRUSTEES ACTION P1G**  
**Approval Date: January 11, 2022**

**Resolution**

Appointment: Support Staff

**Submitted By**

Dr. Eric M. Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To approve the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Ivan Hernandez	HVAC Mechanic B / Physical Plant and Grounds / Facilities	\$57,000.00	01/12/22 (pro-rated)

**Justification**

To fill a budgeted position through a successful search process pending successful completion of background checks, references and 90 Day probation. This position is at-will.

Charge to: College Funds

Account Number:





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**BOARD OF TRUSTEES ACTION P1H**  
**Approval Date: January 11, 2022**

**Resolution**

Appointment: Professional Staff

**Submitted By**

Dr. Eric M. Friedman, President

Mr. Ronald Spaide, Chief Information Officer

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To approve the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Ari Jablonski	System Administrator II / Information Technology	\$85,000	01/24/22 (pro-rated)

**Justification**

To fill a budgeted position through a successful search process pending successful completion of background checks, references and 90 Day probation. This position is at-will.

Charge to: College Funds  
Account Number:



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**BOARD OF TRUSTEES ACTION P2**  
**Approval Date: January 11, 2022**

**Resolution**

Reappointment: Grant

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President of Student Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To approve the reappointment of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Barbara Abolafia	Summer Explorations Coordinator (Title V)	\$54,366.00 (pro-rated)	01/01/22 – 03/30/22

**Justification**

To reappoint these individuals in the grant-funded positions due to the approval of a no cost extension of the Title V grant.

Charge To: Grant Funds (Title V)

Account Number:



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**BOARD OF TRUSTEES ACTION P3**  
**Approval Date: January 11, 2022**

**Resolution**

Approve: Title Change – Confidential - vacant position.

**Submitted By**

Dr. Eric M. Friedman, President

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To approve the following title change for a vacant position:

<b><u>Name</u></b>	<b><u>Current Title</u></b>	<b><u>New Title</u></b>	<b><u>Effective date</u></b>
Vacant	Human Resources Generalist / Recruiting Specialist	Talent and Development Manager	12/15/21

**Justification**

Due to the resourcing needs of the college, there is a need to convert this position to a Talent and Development position to better meet the needs of the college with regards to resourcing, performance management and employee development. This position is at-will.

Charge to: College Operating Funds

Account Number:



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**BOARD OF TRUSTEES ACTION P4**  
**Approval Date: January 11, 2022**

**Resolution**

Approve: Leave of Absence / Support Staff

**Submitted By**

Dr. Eric M. Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To approve an unpaid leave of absence per NJ FMLA guidelines, for the following individual from the position listed below, effective dates as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Sybil Carter	Custodian / Faculties	12/08/21 (retroactive)
Robin Bowman	Custodian / Facilities	12/10/21 (retroactive)
Kevin Walker	Officer / Public Safety	01/14/22 (retroactive)
Roy Burgher	Sergeant / Public Safety	12/16/21 (retroactive)

**Justification**

Medical Leave



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**BOARD OF TRUSTEES ACTION P5A**  
**Approval Date: January 11, 2022**

**Resolution**

Rescind: Program Coordinators/Faculty

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To rescind the following individual listed below to the position of Program Coordinators/Directors at the release time shown for the period January 18, 2022 – June 30, 2022.

**PROGRAM COORDINATORS/DIRECTORS**

<b><u>Name</u></b>	<b><u>Department/Division</u></b>	<b><u>Annual Release Time</u></b>
Geralyn Collins-Eisler	Diagnostic Medical Sonography / /Health Professions	10 credit hours

**Justification**

To rescind the Academic Department Chairs, Program Coordinators/Directors and Program Liaison in accordance with the agreement with the BCCFA.

Charge To: Health Professions

Account Number:



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**BOARD OF TRUSTEES ACTION P5B**  
**Approval Date: January 11, 2022**

**Resolution**

Rescind Stipend: Clinical Faculty

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To rescind the stipend of the following individuals (P3, October 5, 2021):

<b><u>Name</u></b>	<b><u>Department/Division</u></b>	<b><u>Effective Date</u></b>	<b><u>Annual Stipend</u></b>
Kristina Rioux	Health Professions	09/01/21	\$1,200.00
Anja Deitmer	Health Professions	09/01/21	\$2,400.00

**Justification**

To rescind the stipend as Clinical Faculty due to not teaching as an adjunct for the fall semester.



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**BOARD OF TRUSTEES ACTION P5C**  
**Approval Date: January 11, 2022**

**Resolution**

Rescind Appointment: Clinical Coordinator

**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 rescind the appointment of the following individual as Clinical Coordinator (P1B, June 1, 2021):

<b><u>Name</u></b>	<b><u>Department/Division</u></b>	<b><u>Effective Date</u></b>	<b><u>Annual Stipend</u></b>
Kelly Horgan	Respiratory Care / Health Professions	12/21/21	\$2,375.00 (retroactive)

**Justification**

Rescind the appointment as Clinical Coordinator due to her resignation as a clinical coordinator for the spring.



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**BOARD OF TRUSTEES ACTION P5D**  
**Approval Date: January 11, 2022**

**Resolution**

Rescind Appointment: Grant Funded

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President of Student Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To rescind the appointment of the following individuals as Lecturers (P1A, December 7, 2021):

<b><u>Name</u></b>	<b><u>Department/Division</u></b>	<b><u>Effective Date</u></b>	<b><u>Salary</u></b>
Andrew Hickman III	Generalist Recruiter / Admissions / Student Affairs	12/7/21	\$47,500

**Justification**

Rescind the appointment as a Generalist Recruiter due to Mr. Hickman rescinding the acceptance of his offer.





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**BOARD OF TRUSTEES ACTION P6A**  
**Approval Date: January 11, 2022**

**Resolution**

Retirement: Faculty Staff

**Submitted By**

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

Ms. Yvette Aviles, Associate Director of Human Resources

**Action Requested**

To approve the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Theo Solomon	Professor / Social Sciences / Humanities / Academic Affairs	01/21/82	01/01/22

**Justification**

Retirement



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**BOARD OF TRUSTEES ACTION P6B**  
**Approval Date: January 11, 2022**

**Resolution**

Retirement: Support Staff

**Submitted By**

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate 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>
Casper Morriggi	Senior Assistant / Library / Academic Affairs	12/01/78	02/01/22

**Justification**

Retirement



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**BOARD OF TRUSTEES ACTION P7A**  
**Approval Date: January 11 , 2022**

**Resolution**

Resignation: Confidential

**Submitted By**

Dr. Eric M. Friedman, President

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director, Human Resources

**Action Requested**

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Janet Doyle	Benefits Administrator / Human Resources	09/19/16	01/11/22

**Justification**

Resignation



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**BOARD OF TRUSTEES ACTION P7B**  
**Approval Date: January 11 , 2022**

**Resolution**

Resignation: Professional Staff

**Submitted By**

Dr. Eric M. Friedman, President

Mr. Ron Spaide, Chief Information Officer

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director, Human Resources

**Action Requested**

To accept the resignation of the following individuals:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Arroj Javed	Technical Support Specialist / Information Technology	09/02/12	01/21/22
Evelin Perez	Accountant – Financial Analysis / Finance and Accounting	03/26/14	01/24/22

**Justification**

Resignation



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**BOARD OF TRUSTEES ACTION P7C**  
**Approval Date: January 11 , 2022**

**Resolution**

Resignation: Grant Funded Staff

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President of Student Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

Ms. Yvette Aviles, Associate Director, Human Resources

**Action Requested**

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Carmen Rodriguez	EOF Counselor / EOF / Student Affairs	10/21/19	12/23/21

**Justification**

Resignation



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**BOARD OF TRUSTEES ACTION P7D**  
**Approval Date: January 11 , 2022**

**Resolution**

Resignation: Grant Funded Staff

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President of Student Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director, Human Resources

**Action Requested**

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Jacqueline Best	STEM Academics Counselor / STEM / Student Affairs	09/01/11	01/07/22

**Justification**

Resignation



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**BOARD OF TRUSTEES ACTION S/F1**  
**Approval Date: January 11, 2022**

**Resolution**

To award professional services to Acari & Iovino Architects for the existing restroom evaluation/code review of the Pitkin Education Center.

**Submitted By**

Dr. Eric Friedman, President  
Mr. Wilton Thomas-Hooke, Chief Financial Officer  
Ms. Stephanie Weise, Interim Director, Purchasing & Services  
Mr. Michael Hyjeck, Managing Director, Physical Plant  
Mr. Robert P. Coane, Director, Campus Planning and Improvements

**Action Requested**

Authorization to pay \$17,700.00 including Direct Costs to Acari & Iovino Architects for the existing restrooms evaluation/code/ADA review for the Pitkin Education Center.

**Justification**

The existing restrooms in the Pitkin Education Center are in various conditions. The College requires a comprehensive condition evaluation and code/ADA review to serve as the basis for the College to make decisions about future restroom improvements and restroom projects.

This comprehensive condition evaluation and code/ADA review will evaluate current restrooms, provide comprehensive planning for the facility and its infrastructure, and serve as a basis for developing a comprehensive restroom master plan for the Pitkin Education Center.

**Received Proposals:**

Acari & Iovino Architects	-	\$17,700.00 including Direct Costs
RSC Architects	-	\$45,000.00 including Direct Costs
NK Architects	-	\$62,400.00 including Direct Costs

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: TBD**

**Account Number: TBD**