

BOARD OF TRUSTEES
PUBLIC MEETING

Tuesday, May 7, 2019 – 5:00 p.m.

Paramus Campus – TECHNOLOGY BUILDING – Conference rooms BC

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Oath of Office – Ms. Krista J. Flinn
- IV. Roll Call
- V. Pledge of Allegiance
- VI. Reports
 - A. Vice Chairman
 - B. Secretary
 - C. Treasurer
 - D. President Presentations:
 - ❖ New Jersey Council of County Colleges Vision 2028
Dr. Aaron Fichtner, President, New Jersey Council of County Colleges
Dr. Phil Linfante, Chair, New Jersey Council of County Colleges
 - ❖ 2019 Black, Brown and College Bound Summit
Dr. Danyen Davis, Director, Summer Intensive Program
Mr. Ronald McKnight, Manager of Multicultural and Community Affairs
 - Students:
Mr. Bryant Gomez
Mr. Kevin Lizama
Mr. Albert Perez
Mr. Joshua Jimenez
Mr. Matthew Jimenez
Mr. Jorge Montoya
 - ❖ Recognition of Teams Working on the 60 Credit Reduction
Dr. William Mullaney, Vice President, Academic Affairs
- 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. Chairperson

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- VII. Unfinished Business/Board Members
2019 Summer Board Retreat – Update from Planning Committee
- VIII. New Business/Board Members
- IX. Open to the Public
- X. Actions
 - A. Approval of Minutes: April 2, 2019
 - B. Consent Agenda: Tuesday, May 7, 2019
- XI. Executive Session, if required
(New Business/Open to the Public)
- XII. Adjournment

CONSENT AGENDA

Tuesday, May 7, 2019

Technology Building – Conference Rooms BC

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 MINUTES: April 2, 2019

AUDIT AND FINANCE (A/F)

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. Approval of Labor Invoices – Eric M. Bernstein & Associates, L.L.C.
3. Adopt 2019 - 2020 Budget
4. To award financial auditing services to PKF O'Connor Davies, LLP in accordance with RFP # R-086.
5. Exempt from Bidding: Authorization to renew Flood Insurance Policy for 1280 Wall Street, Lyndhurst, NJ. Insurance, is exempt from bidding pursuant to N.J.S.A. 18A:64A-25.5(11), which exemption shall be in accordance with the requirements for extraordinary unspecifiable services.
6. To authorize the annual renewal of Manage Engine Service Desk Plus license, help desk management software, from May 11, 2019 through May 10, 2020 with Insight Public Sector.
7. To authorize the renewal of the Support and Operate Contract for single sign on server with Gluu, Inc.
8. To authorize award of Public Bid P-2292 to Trane US Inc. for chiller maintenance and repair.
9. To authorize annual renewal of subscription to illumira, a digital media repository and streaming service provided through NJEdge.Net technology consortium.
10. To authorize transfer of revenue received for the sale of Apple computer equipment to Bergen Community College Foundation.
11. Ratifying an emergency contract for a professional services agreement with Dennis M. Carriello, Esq. of Hogan, Marren, Babbo & Rose, Ltd ("Hogan Law Firm"), whose address is 40 Broad Street, New York, New York 10004 in an amount not to exceed \$50,000.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. To authorize acceptance of the Perkins FY 2020 grant award in the amount of \$674,400.00 from the State of New Jersey Department of Education, and to authorize President Michael D. Redmond, or his designee, to execute required documents.
2. Authorize acceptance of the Humanities Connections grant from the National Endowment for the Humanities (NEH) in the amount of \$35,000.00, and to authorize President Michael D. Redmond, or his designee, to execute required documents.
3. Authorize acceptance of a grant from the NJ Colleges & Universities Implementing Tobacco and Smoke-Free Policies Project (NJ CUITs) Grant Program in the amount of \$8,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Consent Agenda

May 7, 2019

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4. Authorize submission of the Community College Opportunity Grant's (CCOG) Special Project proposal to the N.J. Department of Education in the amount of \$10,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.
5. Authorize submission of a proposal to the U.S. Department of Agriculture's (USDA) Hispanic-Serving Institutions (HSI) Education Grants Program in the amount of \$250,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

INSTITUTIONAL (I)

1. Authorize a change in the date of public posting of the agenda and Board packet for monthly Board of Trustee meetings.

PERSONNEL (P)

1. A. Appointment: Support Staff (This appointment is being made in accordance with the Bergen Community College Support Staff Association (BCCSSA) contract, Article XV, after successful completion of the probationary period.)
B. Appointment: Academic Chairs and Program Coordinators/Faculty
C. Appointment: Grant Staff
2. A. Reappointment – Technical/Professional Assistants
B. Reclassification/Reappointment – Technical/Professional Assistants
3. WHEREAS the Bergen Community College ("College") and the Bergen Community College Faculty Association ("BCCFA"), the Professional Staff Association ("BCCPSA"), the Administrators Association ("BCCAA") and the Support Staff Association ("BCCSSA") have reached an agreement for an Equity Compensation Fund subject to Board approval and member ratification.
4. Promotion: Faculty
5. A. Resignation – Confidential Staff
B. Resignation: Executive
C. Resignation – Faculty
D. Resignation – Support Staff
E. Resignation – Grant Staff
6. A. Retirement – Faculty
B. Retirement: Faculty (Faculty Transition to Retirement Program)
C. Retirement: Professional Staff
D. Retirement: Support Staff
7. Termination – Professional Staff
8. Approve Interim Assignment and Stipend

SITE AND FACILITIES (S/F)

1. To reject bids received in response to Public Bid P-2281 for construction of an addition to the Paramus Road entrance sign.
2. To authorize the award of Public Bid P-2293 for replacement windows in Ender Hall to D & E Window and Door, LLC.



BOARD OF TRUSTEES ACTION A/F 1
Approval Date: May 7, 2019

Resolution:

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

Submitted By

Dr. Brian D. Agnew, Executive Vice President
Dr. Victor Anaya, Executive Director, Finance

Action Requested

Approval for payment of the following legal vouchers:

March 1, 2019 to March 31, 2019 DeCotiis, FitzPatrick, Cole & Giblin. LLP. \$ 34,124.38

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

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

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



BOARD OF TRUSTEES ACTION A/F 2
Approval Date: May 7, 2019

Resolution

Approval of Labor Invoices – Eric M. Bernstein & Associates, L.L.C.

Submitted By

Dr. Brian D. Agnew, Executive Vice President
Dr. Victor Anaya, Executive Director, Finance

Action Requested

Approval for payment of the following labor invoices:

March, 2019:

Invoices: 58160, 58161 and 58162 \$ 2,865.00

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

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

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



BOARD OF TRUSTEES ACTION A/F 3
Approval Date: May 7, 2019

Resolution

Adopt 2019 - 2020 Budget

Submitted By

Dr. Victor Anaya, Executive Director, Finance

Action Requested

That the Board of Trustees of Bergen Community College adopt the 2019 – 2020 College Budget, effective July 1, 2019, the budget is attached.

Budget summary is also available on the Board of Trustees' web page.

Justification

Adoption of the Fiscal Year 2019/2020 budget for the College.

**BERGEN COMMUNITY COLLEGE
CURRENT FUNDS BUDGET
FOR FISCAL YEAR JULY 1, 2019 TO JUNE 30, 2020**

	Previous Budget 7/01/2017 - 6/30/2018	Current Budget 7/01/2018 - 6/30/2019	Proposed Budget 7/01/2019 - 6/30/2020	% of Total
REVENUES				
Unrestricted:				
Tuition	\$57,785,822	\$55,267,943	\$52,177,220	49.0%
Student Fees	17,606,933	17,455,025	17,786,969	16.7%
Governmental Appropriations				
State	12,427,285	12,427,285	12,427,285	11.7%
County	20,512,078	21,322,320	21,748,766	20.4%
Other New Jersey Counties	221,000	225,000	225,000	0.2%
Sales & Services of Auxiliary Enterprise				
Enterprise	181,151	167,132	154,741	0.1%
Other Sources	1,262,808	1,339,500	1,907,237	1.8%
Fund Balance Appropriation	1,004,818	0	0	0.0%
Total Unrestricted	\$111,001,895	\$108,204,205	\$106,427,218	100.0%
Restricted:				
Student Aid and Other Grants	47,700,000	48,200,000	47,500,000	
Total Current Funds Revenues	\$158,701,895	\$156,404,205	\$153,927,218	
EXPENDITURES & TRANSFERS				
Educational and General:				
Instruction	42,063,114	39,659,733	38,751,995	36.9%
Academic Support	6,737,301	6,112,046	6,142,830	5.8%
Student Services	8,171,213	7,165,530	7,129,656	6.8%
Institutional Support	42,262,056	44,337,189	43,359,628	41.3%
Operation & Maintenance of Plant	10,395,889	9,559,259	9,630,491	9.2%
Total Edu. & General Expenditure	\$109,629,573	\$106,833,757	\$105,014,600	98.7%
Mandatory Transfers:				
Principal & Interest	1,129,599	1,129,599	1,129,599	1.1%
Total Edu. & General	\$110,759,172	\$107,963,356	\$106,144,199	99.7%
Auxiliary Enterprise:				
Expenditures	242,723	240,849	283,019	0.3%
Total Current Unrestricted	\$111,001,895	\$108,204,205	\$106,427,218	100.0%
Restricted Expenditures:				
Student Aid and Other Grants	47,700,000	48,200,000	47,500,000	
Total Current Funds				
Expenditures & Transfers	\$158,701,895	\$156,404,205	\$153,927,218	
Net Surplus / (Deficit)	\$0	(\$0)	(\$0)	



BOARD OF TRUSTEES ACTION A/F 4
Approval Date: May 7, 2019

Resolution

To award financial auditing services to PKF O'Connor Davies, LLP in accordance with RFP # R-086.

Submitted By

Dr. Victor Anaya, Executive Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to award RFP # R-086 Independent Auditing Services to PKF O'Connor Davies, LLP for a two year agreement at a cost of \$54,500.00 for year one and \$56,000.00 for year two. Award includes an option to renew for a third year at a cost of \$57,750.00.

Justification

Financial auditing services for fiscal years 2019 and 2020 with an option to renew for 2021 at the sole discretion of the College. Services include financial statement audit, OMB Circular A-133 and NJ OMB Circular 04-04 and enrollment audit.

A total of five proposals were received in response to RFP #R-086. PKF O'Connor Davies was selected due to its strong experience and expertise in community college financial auditing, qualifications and responsiveness of its staff, and reputation of the firm.

Proposals were received from the companies listed below.

RSM US LLP
HFA
CliftonLarsonAllen LLP
PKF O'Connor Davies, LLP
O'Connor & Drew P.C.

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

The Request for Proposals was advertised on the college website in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law and conforms to a Fair and Open Process.

Charge to: College Operating Funds

Account: 10-01-186100-607567



BOARD OF TRUSTEES ACTION A/F 5
Approval Date: May 7, 2019

Resolution

Exempt from Bidding: Authorization to renew Flood Insurance Policy for 1280 Wall Street, Lyndhurst, NJ. Insurance, is exempt from bidding pursuant to N.J.S.A. 18A:64A-25.5(11), which exemption shall be in accordance with the requirements for extraordinary unspecifiable services.

Submitted By

Dr. Victor Anaya, Executive Director of Finance

Action Requested

Authorization to renew Flood Insurance coverage for property located in 1280 Wall Street, Lyndhurst, NJ, from Otterstedt Insurance Agency, Inc. for the coverage period:

- *June 5, 2019 through June 5, 2020 - Flood Policy at a cost of \$31,381.00*

Justification

Renewal of insurance coverage for 1280 Wall Street, Lyndhurst, NJ. No other quotes were received for Flood insurance. Flood insurance rates are mandated by FEMA.

Charge To: 10-01-188100-607590



BOARD OF TRUSTEES ACTION A/F 6
Approval Date: May 7, 2019

Resolution:

To authorize the annual renewal of Manage Engine Service Desk Plus license, help desk management software, from May 11, 2019 through May 10, 2020 with Insight Public Sector.

Submitted By

Mr. Ron Spaide, Chief Information Officer
Dr. Victor Anaya, Executive Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to renew Manage Engine Service Desk Plus software licensing at a cost of \$22,119.86 from Insight Public Sector on NJ State Contract 89853.

Justification

These licenses are for helpdesk ticket management software (Manage Engine Service Desk Plus) which allows for ticket assigning, tracking and monitoring of all help desk calls and incidents in an effort to support all staff and students with their IT issues.

Quotations were received from the companies listed below.

Insight Public Sector, Inc.	\$22,119.86
SHI International Corp.	\$22,430.31
Dell Marketing L.P.	\$22,539.28
CDW Government LLC	\$25,077.06

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



BOARD OF TRUSTEES ACTION A/F 7
Approval Date: May 7, 2019

Resolution

To authorize the renewal of the Support and Operate Contract for single sign on server with Gluu, Inc.

Submitted By

Mr. Ron Spaide, Chief Information Officer
Dr. Victor Anaya, Executive Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to renew the Support and Operate Contract for single sign on server with Gluu, Inc. for the period of May 1, 2019 – April 30, 2020 at a cost of \$35,000.00.

Justification

The Gluu server enables the college single sign on support for various applications including NJVID, Portal, Moodle, Library Catalog, Hobsons, Maxient, National Student Clearinghouse, Laserfiche, Google etc. The two Gluu Server identity providers (IDPs) provide monitoring, service level agreement (SLA) reporting, configuration management, revision control, package updates and operational assistance.

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

This is below the county college bid threshold and is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19).

Charge to: College Operating Funds
Account: 10-01-165100-607511



BOARD OF TRUSTEES ACTION A/F 8
Approval Date: May 7, 2019

Resolution

To authorize award of Public Bid P-2292 to Trane US Inc. for chiller maintenance and repair.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Dr. Victor Anaya, Executive Director, Finance
Mr. Michael Hyjeck, Managing Director, Physical Plant
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to award Public Bid P-2292 Chiller Maintenance and Repair to Trane US Inc. for the estimated amount of \$257,985.00, which includes preventative maintenance and miscellaneous repairs, during the period May 15, 2019 through May 14, 2021.

Justification

This covers service to three Trane brand chillers. Repairs are required as necessary to keep the equipment functioning, and provide a safe and comfortable environment in the College buildings. HVAC chiller equipment also requires routine maintenance and replacement of worn parts to ensure their safe and efficient operation.

A total of seven companies registered for bid packages and one bid was received.

Charge to: College Operating Funds
Account Number: 10-06-610100-607550



BOARD OF TRUSTEES ACTION A/F 9

Approval Date: May 7, 2019

Resolution

To authorize annual renewal of subscription to illumira, a digital media repository and streaming service provided through NJEdge.Net technology consortium.

Submitted By

Mr. Ron Spaide, Chief Information Officer
Mr. Victor Anaya, Executive Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to renew illumira video repository and licensed media hosting services for fiscal year 2020, through NJEdge.Net, at a cost of \$21,376.76.

Justification

This is the annual renewal of illumira (formerly known as NJVID) a digital video repository service for streaming and preservation of academic and research videos for higher education. illumira also hosts a collection of cataloged commercial educational digital videos that relate to a diverse array of fields, allowing the Sidney Silverman Library that has licensed this content to easily add these videos to their video collection for streaming.

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

NJEdge.Net is a not for profit technology consortium and is exempt from Pay-to-Play.

Charge to: College Operating Funds

Account Number: 10-01-165100-607526



BOARD OF TRUSTEES ACTION A/F 10
Approval Date: May 7, 2019

Resolution

To authorize transfer of revenue received for the sale of Apple computer equipment to Bergen Community College Foundation.

Submitted By

Dr. Victor Anaya, Executive Director, Finance
Mr. Ronald Miller, Executive Director, Foundation

Action Requested

Authorization to transfer the revenue received of \$7,572.00 for the sale of Apple computer equipment to Bergen Community College Foundation.

Justification

The revenue received from this sale will be transferred to the Bergen Community College Foundation for student supplies.

From college account number: Disposition of Assets - 10-01-160100-607752
To BCC Foundation account number: 420322



BOARD OF TRUSTEES ACTION A/F 11
Approval Date: May 7, 2019

Resolution

Ratifying an emergency contract for a professional services agreement with Dennis M. Carriello, Esq. of Hogan, Marren, Babbo & Rose, Ltd ("Hogan Law Firm"), whose address is 40 Broad Street, New York, New York 10004 in an amount not to exceed \$50,000.

Submitted By

Dr. Michael Redmond, President

Action Requested

Ratification of an emergency professional services agreement with the Hogan Law Firm to assist the College in responding to a U. S. Department of Education's Federal Program Review (DOE Review), in an amount not to exceed \$50,000.

Justification

The College previously engaged the services of Cooley, LLP, a Washington, D.C. law firm, to assist it in responding to the DOE Review. On or about April 15, 2019, the Cooley Law Firm notified the College that it would be withdrawing from representation of the College due to a conflict. The College was in immediate need of replacement legal counsel to whom the College could transition the matter to ensure continuity of the College's timely response to the DOE Review. The Hogan Law Firm is experienced in assisting institutions of higher education in responding to financial aid program reviews conducted by the U. S. Department of Education.

This procurement is exempt from public bidding pursuant to N.J.S.A. 18A:64A-25.5a(1) and is exempt from the Pay to Play Laws, as an emergency contract, pursuant to N.J.S.A. 19:44A-20.12.



400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION E/SA 1

Approval Date: May 7, 2019

Resolution

To authorize acceptance of the Perkins FY 2020 grant award in the amount of \$674,400.00 from the State of New Jersey Department of Education, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Submitted By

Dr. Brian D. Agnew, Executive Vice President
Dr. William P. Mullaney, Vice President of Academic Affairs
Dr. Victor Anaya, Executive Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services
Dr. William J. Yakowicz, Director, Grants Administration

Justification

The State of New Jersey Department of Education awarded Perkins Funds for Bergen Community College in the amount of \$674,400.00 for Fiscal Year 2020 (July 1, 2019 through June 30, 2020). Perkins planning committee priorities for FY 2020 Career and Technical Education (CTE) were determined on the basis of feedback from CTE program advisory committees, departmental and accrediting agency need assessments, and state negotiated program performance outcome measures. The application for 2020 Perkins funding is in two phases, of which this request is for the first, the second is due in June. The full plan is being finalized and adjustments will be made, however, the Perkins Committee recommends the following:

- Conference, seminar, and workshop attendance and travel as well as on-site industry guest speakers for classroom as well as job fair presentations for students and for professional development and training especially in: nontraditional student recruitment, enrollment, retention, and completion for Career and Technical Education program faculty and staff.
- 1 Full-Time Career and Technical Education (CTE) Staff -- *Non-traditional Student Success facilitator*
- Equipment and instructional supplies (microphones, drum sets, guitar amplifiers, speakers, monitors, and software) for Music Technology, Musical Theater, and Graphic Arts programs.
- 3-D printer, scanner/digitizer, stitching machine, industry / employer guest speakers, and instructional materials / supplies for Fashion Design program.
- Grain Mill for grinding grain into flour, Steak Locker for dry aging meat, Store and Go Utility Cart, and associated instructional materials and supplies for Hotel Restaurant Management and Culinary Arts program.
- Vectrax Metal Turning Lathe, Miller Filtrair Fume Extractor, and related instrumentation and instructional resources for the Manufacturing Design Program.
- Additional equipment, supply, and resource options are also expected to be included.

No college funds are required.



BOARD OF TRUSTEES ACTION E/SA 2
Approval Date: May 7, 2019

Resolution

Authorize acceptance of the Humanities Connections grant from the National Endowment for the Humanities (NEH) in the amount of \$35,000.00, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Submitted By

Dr. Brian D. Agnew, Executive Vice President
Dr. William P. Mullaney, Vice President of Academic Affairs
Prof. Adam Goodell, Dean, Division of Humanities
Prof. Eileen Fitzgerald, Coordinator of English Basic Skills
Prof. Richard Kuiters, Department Chair, Criminal Justice and Legal Studies
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested

To authorize submission of a proposal to the National Endowment for the Humanities, Division of Education Programs, Humanities Connections Program for a one-year, \$35,000 grant to support the Division of Humanities' efforts to collaborate with the Criminal Justice A.A.S. degree program to contextualize existing courses, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Justification

Building upon a foundation of collaboration between the Developmental English and Criminal Justice & Legal Studies programs and following the Learning Communities process already at BCC, instructors from the departments of History, Literature, Philosophy, and Religion will collaborate with instructors from Criminal Justice and Legal Studies to design learning communities (where a cohort of students register for the same course sections concurrently) and contextualized courses that integrate concepts, readings, assignments, and competencies with a criminal justice theme. The program will culminate in a capstone project to apply the knowledge gained in the classroom to a field-based law enforcement experience and an updated articulation agreement with a comparable baccalaureate degree program at the John Jay College of Criminal Justice.

No college funds required.



BOARD OF TRUSTEES ACTION E/SA 3
Approval Date: May 7, 2019

Resolution

Authorize acceptance of a grant from the NJ Colleges & Universities Implementing Tobacco and Smoke-Free Policies Project (NJ CUITs) Grant Program in the amount of \$8,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Submitted By

Dr. Brian Agnew, Executive Vice President
Ms. Priscilla Klymenko, Interim Vice President of Student Affairs
Ms. Rachel Lerner Colucci, Dean of Student Life & Conduct
Dr. William J. Yakowicz, Director, Grants Administration

Action Requested

To authorize acceptance of a proposal to The NJ Colleges & Universities Implementing Tobacco and Smoke-free Policies Project (NJ CUITs) is a grant sponsored by NJ Prevention Network (NJPN) in conjunction with the New Jersey Department of Health for a one-time \$8,000 grant to provide Bergen Community College with best practice policy options and funding to support efforts to strengthen and improve current campus smoking policies; and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Justification

Building upon Bergen's successful NJ CUITs first round of funding of \$3,600, as well as a \$12,000 award from the American Cancer Society to promote a smoke- and tobacco-free campus, this grant will provide Bergen Community College with best practice policy options and funding to strengthen and improve current campus smoking policies. Strong policies include supporting quitting among current smokers (cessation), adding language to contracts prohibiting tobacco-use on campus, and prohibiting smoking on campus. In light of recent legislation that has increased the minimum age for tobacco sale in New Jersey from 19 to 21, this program will emphasize the unique needs of the 19 and 20 year olds affected by the legislation through campus employee training, support groups and "tools to quit."

No college funds required.



BOARD OF TRUSTEES ACTION E/SA 4
Approval Date: May 7, 2019

Resolution

Authorize submission of the Community College Opportunity Grant's (CCOG) Special Project proposal to the N.J. Department of Education in the amount of \$10,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Submitted By

Dr. Brian D. Agnew, Executive Vice President
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested

To authorize submission of the CCOG Special Project proposal to the N.J. Department of Education for a one-time, \$10,000 grant to support students with food insecurity to strengthen the retention and graduation of BCC students, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Justification

As a Community College Innovation Challenge (CCIC) participant college, Bergen Community College (BCC), by the end of fall 2018, recruited 2,337 students whose families met adjusted gross income requirements and were deemed potentially eligible for the spring 2019 CCOG pilot. BCC is applying for Special Project funding for \$10,000 to assist students in addressing urgent food insecurity, housing and other crisis needs that may affect their well-being and ability to achieve their college educational goals. Through Special Project funding, BCC will provide needed support for students recruited for participation in the CCOG Pilot Program through fall 2019 semester. The program will be designed to meet material hardship needs among students enrolled in the pilot as well as those students who were not "last dollar" eligible but face similar challenges.

No college funds required.



BOARD OF TRUSTEES ACTION E/SA 5
Approval Date: May 7, 2019

Resolution

Authorize submission of a proposal to the U.S. Department of Agriculture's (USDA) Hispanic-Serving Institutions (HSI) Education Grants Program in the amount of \$250,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Submitted By

Dr. Brian D. Agnew, Executive Vice President
Dr. Victor M. Brown, Dean of Business, Arts and Social Sciences
Mr. Tomer Zilkha, Coordinator of Hotel and Restaurant Management
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested

To authorize submission of the USDA-HSI Education grant proposal to the USDA for a four-year, \$250,000 grant to advance the college's hotel and restaurant management (HRM), culinary and food science programs by encouraging innovative teaching, developing new models to attract, retain, graduate and advance students in these fields; and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Justification

BCC will expand the curriculum and faculty leadership of culinary arts, food sciences and hotel and restaurant management by engaging businesses in developing an instructional approach focusing on classroom-to-farm-to-table experiential learning activities leading to educational and career pathway opportunities in culinary arts and food sciences. The grant will provide \$250,000 to support: 1) the enhancement and expansion of education and teaching programs engaging local, small to medium-sized farms and other agricultural businesses; and 2) the targeted outreach, enrollment and support of underserved students leading to certificate and degree completion and transfer to 4-year programs in culinary and food sciences. Grant activities will also support the HRM department's move and new facilities at the Ciarco Campus, now in planning stages.

No college funds required.



BOARD OF TRUSTEES ACTION Institutional 1
Approval Date: May 7, 2019

Resolution

Authorize a change in the date of public posting of the agenda and Board packet for monthly Board of Trustee meetings.

Submitted By

Ms. Carol D. Otis, Chair, Board of Trustees
Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President

Action Requested:

Effective immediately, in addition to any applicable legal or other requirements, an agenda and Board packet will be posted to the Bergen Community College web site and a copy will be sent to the County Executive's Office five business days prior to each scheduled Board of Trustees meeting.

Justification

To provide sufficient time for the preparation of the monthly Board packet.



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BOARD OF TRUSTEES ACTION P 1A

Approval Date: May 7, 2019

Resolution

Appointment: Support Staff (This appointment is being made in accordance with the Bergen Community College Support Staff Association (BCCSSA) contract, Article XV, after successful completion of the probationary period.)

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

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

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>
Darryl Dobbs	Custodian/Buildings & Grounds	\$31,124.00 (pro-rated)	01/02/19 (retroactive)

Justification

To fill budgeted positions through successful search process and completion of probationary period.

Charge to: College Operating Funds

Account Number:



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BOARD OF TRUSTEES ACTION P 1B

Approval Date: May 7, 2019

Resolution

Appointment: Academic Chairs and Program Coordinators/Faculty

Submitted By

Dr. Michael D Redmond, President

Dr. Brian Agnew, Executive Vice President

Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

To appoint the individuals listed below to the position of Academic Chairs, and Program Coordinators/Directors at the stipends and release time shown for the period July 1, 2019 – June 30, 2020.

		<u>Annual Stipend</u>	<u>Annual Release Time</u>
<u>ACADEMIC CHAIRS</u>			
<u>Name</u>	<u>Departments//Division</u>		
Jacqueline Behn [Dr.]	Social Sciences//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Linda Box [Dr.]	Physical Sciences//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Keith Chu	History//Humanities	\$3,000.00	11 credit hours
Deborah Cook	Dental Hygiene//Health Professions	\$3,000.00	11 credit hours
Randolph Forsstrom [Dr.]	Mathematics//Mathematics, Science and Technology	\$6,400.00	23 credit hours
Danielle Coppola-Oliveri	Wellness and Exercise Science//Health Professions	\$3,000.00	11 credit hours
Robert Highley	Biology and Horticulture//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Carol Miele [Dr.]	English as a Second Language and World Languages//Humanities	\$6,400.00	22 credit hours
Richard Kuiters	Criminal Justice and Legal Studies//Business, Arts and Social Sciences	\$3,000.00	15 credit hours
Pierre Laguerre	Business and Hotel and Restaurant Management//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Joseph Mamatz	Health Professions	\$3,000.00	11 credit hours
Kevin Olbrys	Philosophy & Religion//Humanities	\$3,000.00	11 credit hours
Lou Ethel Roliston [Dr.]	Composition, Literature and English Basic Skills//Humanities	\$6,400.00	23 credit hours
Kathleen Williams	Communications//Humanities	\$3,000.00	11 credit hours
Daniel Sheehan	Visual and Performing Arts/ Business, Arts and Social Sciences	\$6,000.00	20 credit hours
Emily Vandalovsky	Technology//Mathematics, Science and Technology	\$3,000.00	11 credit hours

PROGRAM COORDINATORS/DIRECTORS

<u>Name</u>	<u>Department/Division</u>	<u>Annual Release Time</u>
Kelly Alexis Birdsall Griffiths	World Languages//ESL and World Languages	11 credit hours
Amy Ceconi [Dr.]	Respiratory Care//Health Professions	10 credit hours
Geralyn Collins-Eisler	Diagnostic Medical Sonography//Health Professions	10 credit hours
Melanie Walker	Developmental Math// Mathematics, Science and Technology	12 credit hours
Seamus Gibbons	Composition & Literature//Humanities	12 credit hours
Lawrence Joel [Dr.]	Legal Studies//Business, Arts and Social Sciences	11 credit hours
Eileen Fitzgerald	English Basic Skills//Humanities	12 credit hours
Lenore Lerer	College Math// Mathematics, Science and Technology	12 credit hours
Joseph Mamatz	Radiography//Health Professions	10 credit hours
Joanne Piccininni	Paramedic Science//Health Professions	10 credit hours
Francis Schmidt	Visual and Performing Arts/Business, Arts and Social Sciences	11 credit hours
Mary Senior	Surgical Technology//Health Professions	10 credit hours
Lisa Picht	Veterinary Technology//Health Professions	10 credit hours
Tomer Zilkha	Hotel and Restaurant Management/Business, Arts and Social Sciences	11 credit hours
Steven Toth	Medical Office Assistant//Health Professions	11 credit hours

PROGRAM LIAISON

<u>Name</u>	<u>Department/Division</u>	<u>Annual Release Time</u>
David Wang	Computer Science// Science, Math and Technology	4 credit hours

Justification

To appoint Academic Department Chairs, Program Coordinators/Directors and Program Liaison as specified in the BCCFA collective bargaining agreement.

Charge To:

Account Number:



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BOARD OF TRUSTEES P 1C
Approval Date: May 7, 2019

Resolution

Appointment: Grant Staff

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. William Mullaney, Vice President, Academic Affairs

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>
Joan Connelly	Supplemental Instruction STEM Coordinator Cerullo Learning Assistance Center/ Academic Affairs	\$50,000.00 (pro-rated)	05/08/19

Justification

To fill a grant-funded position through a successful search process pending successful completion of background checks and references.

Charge to: Grant Funds
Account Number:



BOARD OF TRUSTEES ACTION P 2A
Approval Date: May 7, 2019

Resolution

Reappointment – Technical/Professional Assistants

Submitted By

Dr. Michael D. Redmond, President
 Dr. Brian D. Agnew, Executive Vice President
 Dr. William Mullaney, Vice President of Academic Affairs
 Ms. Priscilla Klymenko, Interim Vice President, Student Affairs

Action Requested

That the following individuals be reappointed to the positions indicated for the academic year, commencing July 1, 2019 through June 30, 2020 (One-year contract):

<u>Name</u>	<u>Title</u>	<u>Discipline/Division</u>
Mark Balzarette	Professional Assistant	Manufacturing Technology/Math, Science, and Technology
John Cichowski	Technical Assistant I	Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs
Patrice Devinentis	Professional Assistant	Performing Arts/Business, Arts and Social Sciences
Julie Field	Professional Assistant	Enrollment Specialist/Admissions and International Programs/Student Affairs
John Findura	Professional Assistant	Writing Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs
Melissa Flores	Professional Assistant	Transfer Evaluator/Records and Registration/Student Affairs
Patricia Giannini	Professional Assistant	Enrollment Specialist/Admissions and International Programs/Student Affairs
Joshua Gordon	Technical Assistant I	Media Technology/Information Technology
Michele Kenyon	Technical Assistant I	Dental Hygiene/Health Professions
Mary Ann Kho	Technical Assistant I	Media Technology/Information Technology
Juan Leon	Technical Assistant II	Visual Arts/ Business, Arts and Social Sciences
Yumi Pak	Technical Assistant II	Library Services/Academic Affairs
Todd Garrett Platten	Technical Assistant II	Biology & Horticulture/Math, Science, and Technology
Madhvi Shah	Professional Assistant	Mathematics Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs
Richard Tran	Technical Assistant II	Biology & Horticulture / Math, Science, and Technology
Mine Ugurlu	Professional Assistant	Enrollment Specialist/Admissions and International Programs/Student Affairs
Sherry Wilson	Technical Assistant I	Hotel Restaurant Management/Business, Arts and Social Sciences

Board of Trustees Action P 2A
May 7, 2019
Page 2

That the following individuals be reappointed to the positions indicated for the academic year, commencing July 1, 2019 through June 30, 2021 (Two-year contract):

<u>Name</u>	<u>Title</u>	<u>Discipline/Division</u>
Samantha Ekizian	Professional Assistant	Records and Registration/Enrollment Services/ Student Affairs
Shawn Kane	Professional Assistant	Media Technology/Information Technology
Elaine Korinko	Professional Assistant	Athletics/Student Life and Conduct/Student Affairs
Catherine Malone	Professional Assistant	College/High School Partnerships/Academic Affairs
Marilyn Pongracz	Professional Assistant	Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs
Stuart Rosengarten	Professional Assistant	Media Technology/Information Technology
Patrick Simms	Professional Assistant	CITL/Academic Affairs

Justification

In accordance with Article XIII of the BCCFA contract.



BOARD OF TRUSTEES ACTION P 2B
Approval Date: May 7, 2019

Resolution

Reclassification/Reappointment – Technical/Professional Assistants

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

To approve the reclassification of the following Technical Assistant to the position indicated, effective July 1, 2019 and reappointed for the period July 1, 2019 to June 30, 2020:

<u>Name</u>	<u>Discipline/Division</u>	<u>From</u>	<u>To</u>
Sherry Wilson	Hotel Restaurant Management/ Business, Arts and Social Sciences	Technical Assistant I	Professional Assistant

Justification

In accordance with Article XIII of the BCCFA contract.



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BOARD OF TRUSTEES ACTION P 3
Approval Date: May 7, 2019

Resolution

WHEREAS the Bergen Community College ("College") and the Bergen Community College Faculty Association ("BCCFA"), the Professional Staff Association ("BCCPSA"), the Administrators Association ("BCCAA") and the Support Staff Association ("BCCSSA") have reached an agreement for an Equity Compensation Fund subject to Board approval and member ratification.

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President

The contract is on file in the Office of the President.



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BOARD OF TRUSTEES ACTION P 4
Approval Date: May 7, 2019

Resolution

Promotion: Faculty

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. William Mullaney, Vice President of Academic Affairs

Action Requested

That the individuals listed below be promoted effective September 1, 2019 to the ranks indicated with salary adjustments in accordance with the Agreement between the Board of Trustees and the BCCFA.

Full Professor

James Bumgardner
Robert Freud
Kelly Keane
Fred Marton (Dr.)
Francis Schmidt
Sarah Shurts (Dr.)

Discipline

Performing Arts
ESL
Writing and Literature
Physics
Visual Arts
History and Geography

Division

Business, Arts and Social Sciences
Humanities
Humanities
Math, Science and Technology
Business, Arts and Social Sciences
Humanities

Associate Professor

Brian Cordell
Seamus Gibbons
Tomira Rozar (Dr.)
Carmen Cruz-Torres
Emily Vandalovsky

Discipline

Writing and Literature
Writing and Literature
Dental Hygiene
Nursing
Information Technology

Division

Humanities
Humanities
Health Professions
Health Professions
Math, Science and Technology

Justification

As per the BCCFA contract.

BOARD OF TRUSTEES ACTION P 5A
Approval Date: May 7, 2019

Resolution

Resignation – Confidential

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Ms. Priscilla Klymenko, Interim Vice President, Student Affairs

Action Requested

To approve the resignation of the following individuals:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Diana Davis	Human Resources Generalist/ Human Resources	04/16/19 (retroactive)
Jill Rivera	Associate Dean, Student Success and Completion/Student Affairs	05/01/19 (retroactive)

Justification

Resignation



BOARD OF TRUSTEES ACTION P 5B
Approval Date: May 7, 2019

Resolution

Resignation: Executive

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Waldon Hagan (Dr.)	Vice President, Student Affairs	03/21/19 (retroactive)

Justification

Separation agreement on file in the President's Office.

BOARD OF TRUSTEES ACTION P 5C
Approval Date: May 7, 2019

Resolution

Resignation – Faculty

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

To approve the resignation of the following individual:

Name

Stacey Balkan (Dr.)

Position

Assistant Professor, Composition and
Literature/Humanities/Academic Affairs

Effective Date

05/07/19

Justification

Resignation

BOARD OF TRUSTEES ACTION P 5D
Approval Date: May 7, 2019

Resolution

Resignation – Support Staff

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. Victor Anaya, Executive Director, Finance
Dr. William Mullaney, Vice President, Academic Affairs
Mr. William Corcoran, Vice President, Facilities Planning, Operations & Public Safety

Action Requested

To approve the resignation of the following individuals:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Danielle Mattina	Accounting Assistant/Accounts Payable/ Finance	04/18/19 (retroactive)
Gregory Kieffer	Custodian/Buildings and Grounds	04/15/19 (retroactive)
Daniel O'Connor	Public Safety Officer/Public Safety	04/03/19 (retroactive)
Brian Tervo	Library Associate/Library Services/ Academic Affairs	04/17/19 (retroactive)

Justification

Resignation



BOARD OF TRUSTEES ACTION P 5E
Approval Date: May 7, 2019

Resolution

Resignation – Grant Staff

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

To approve the resignation of the following individual:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Kristen DeGraff	STEMatics Academic Counselor/Counseling Center/ Student Support Services/Academic Affairs	04/22/19 (retroactive)

Justification

Resignation



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BOARD OF TRUSTEES ACTION P 6A
Approval Date: May 7, 2019

Resolution

Retirement: Faculty

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

To approve the retirement of the following individuals:

<u>Name</u>	<u>Rank/Department/Division</u>	<u>Effective Date</u>
Suzaan Boettger	Professor/Visual Art/Business, Arts and Social Sciences/Academic Affairs	07/01/19
Ruth Feigenbaum [Dr.]	Professor/Mathematics/Math, Science and Technology/Academic Affairs	07/01/19
Marie Griffo	Associate Professor/Nursing/Health Professions/Academic Affairs	07/01/19
Paul Griffo	Associate Professor/Physical Sciences/Math, Science and Technology/Academic Affairs	07/01/19
Lisa Pavlik [Dr.]	Assistant Professor/Social Sciences/Business, Arts and Social Sciences/Academic Affairs	07/01/19
Sharon Zaucha	Associate Professor/Nursing/Health Professions/Academic Affairs	07/01/19

Justification

Retirement



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BOARD OF TRUSTEES ACTION P 6B
Approval Date: May 7, 2019

Resolution

Retirement: Faculty (Faculty Transition to Retirement Program)

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

To approve the retirement of the following individual:

<u>Name</u>	<u>Rank/Department/Division</u>	<u>Effective Date</u>
Joan McManus	Professor/Nursing/Health Professions/ Academic Affairs	07/01/19

Justification

Retirement under the provisions of the Faculty Transition to Retirement Program



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BOARD OF TRUSTEES ACTION P 6C
Approval Date: May 7, 2019

Resolution

Retirement – Professional Staff

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Action Requested

To approve the retirement of the following individual:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Joseph Irvin	Scheduler and Facilities Planner	07/01/19

Justification

Retirement



BOARD OF TRUSTEES ACTION P 6D
Approval Date: May 7, 2019

Resolution

Retirement: Support Staff

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

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

Action Requested

To accept the retirement of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Carla Fleming	Senior Custodian/Buildings and Grounds	07/01/19
Anthony Gurreri	Senior Custodian/Buildings and Grounds	07/01/19
David Leonard	Senior Custodian/Buildings and Grounds	07/01/19

Justification

Retirement



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BOARD OF TRUSTEES ACTION P 7

Approval Date: May 7, 2019

Resolution

Termination – Professional Staff

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Ms. Priscilla Klymenko, Interim Vice President, Student Affairs

Action Requested

To approve the termination of the following individual:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Corey Atkinson	Manager, Office of Testing Services/ Student Affairs	04/11/19 (retroactive)

Justification

Termination for cause, per Article XVII – Termination of employment. Professional Staff Contract.



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BOARD OF TRUSTEES ACTION P 8
Approval Date: May 7, 2019

Resolution

Approve Interim Assignment and Stipend

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

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

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Date</u>
Darlene Zales-Russamano	Interim Associate Dean of Nursing/ Health Professions/ Academic Affairs	\$500.00	03/18/19 (retroactive)

Justification

To fill an interim leadership position in the Nursing Department of Health Professions and provide a stipend for additional responsibilities until the successful completion of the College search process for the Associate Dean of Nursing.

Charge To: College Funds
Account Number:



BOARD OF TRUSTEES ACTION S/F 1
Approval Date: May 7, 2019

Resolution

To reject bids received in response to Public Bid P-2281 for construction of an addition to the Paramus Road entrance sign.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Dr. Victor Anaya, Executive Director, Finance
Mr. Robert Coane, Director, Campus Planning
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Reject bids received due to cost.

Justification

Two bids were received in response to this public bid. The lowest bid substantially exceeds the cost estimate for the project, and therefore, the college will not make an award at this time.

Charge To:

Account Number:



BOARD OF TRUSTEES ACTION S/F 2
Approval Date: May 7, 2019

Resolution

To authorize the award of Public Bid P-2293 for replacement windows in Ender Hall to D & E Window and Door, LLC.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Dr. Victor Anaya, Executive Director, Finance
Mr. Robert Coane, Director, Campus Planning
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to award Public Bid P-2293 Ender Hall Window Replacement to D & E Window and Door, LLC, at a cost of \$310,600.00.

Justification

The exterior windows in Ender Hall are original to the building and are beyond their useful life. They are not energy efficient and repair parts are no longer available. Therefore, replacement is required.

A total of nineteen companies registered for the bid package and five bids were received. See table below for bids received.

D & E Window and Door, LLC	\$310,600.00
Panoramic Window & Door Systems, Inc	\$314,500.00
H & S Construction and Mechanical, Inc.	\$353,500.00
Fuscon Enterprises, Inc.	\$402,700.00
APS Contracting, Inc.	\$621,000.00

Charge To: County Bond Chapter 12
Account Number: 20-00-116500-604218