

**UNION COUNTY COLLEGE**  
**Cranford, New Jersey**

**BOARD OF TRUSTEES**  
**Minutes of Meeting**  
**May 24, 2022**

**CALL TO ORDER**

The meeting was called to order by Victor M. Richel, Chair, at 6:48 p.m. in the Executive Education Center on the Cranford Campus. The following were in attendance:

**TRUSTEES**

Mr. Richel; Rafael J. Betancourt, Esq.; Lawrence D. Bashe; Daniel J. Connolly; Miguel A. Figueredo; Anjali Mehrotra; Daryl Palmieri; Dr. Kamran Tasharofi; Mary M. Zimmermann; Dr. Margaret M. McMenamin, President.

**GOVERNORS**

Melinda Ayala; Brian Campbell; Donna M. Herran; Gary S. Horan; Jeffrey H. Katz, Esq.; Carl J. Napor; Francis Raudelunas.

**ALSO PRESENT**

Denise Collins; Michael M. Horn, Esq., McCarter English; Dr. Jaime M. Segal; Dr. Lori Wilkin, Vice President of Finance & Operations.

A quorum of the Board of Trustees was present.

**OPEN PUBLIC MEETING ACT**

Completed.

**MINUTES**

On motion duly made by Mr. Betancourt and seconded by Mr. Figueredo, the Minutes of the Meeting of the Board of Trustees of April 19, 2022, were approved as submitted.

**COMMUNICATIONS**

Dr. Segal stated there were no communications received.

**REPORTS OF JOINT TRUSTEES AND GOVERNORS' COMMITTEES**

**MARKETING COMMITTEE**

Mr. Napor reported on the presentation given by SGW Integrated Marketing Communications and Stamats Communications, Inc. and their plans to promote enrollment for fall 2022.

**AUDIT COMMITTEE**

Mr. Horan reported that four internal audits were performed by PKF O'Connor Davies: Perkins Grant; Financial Aid: Packaging, Awarding, and Monitoring Processes for Federal Pell Grants; Information Technology: Continuity and Disaster Recovery Plan; Federal Grant Funded Asset Verification Consulting Report. He stated that there were no material exceptions noted in these reports.

Mr. Horan presented the following Resolution for approval:

**Resolution A022-004 - Acceptance of FY2023 Audit Plan**

**WHEREAS,** the College utilizes professional auditing services, in support of the mission of the College, and **WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a. (15) provides for awarding of contracts for professional consulting services without public competitive bids, and

**WHEREAS,** PKF O'Connor Davies, LLP, Harrison, NY will audit five areas during FY 2022-23 which are 1) executive compensation and benefits, 2) financial aid compliance, 3) student account compliance, 4) procurement and 5) human resources/payroll processes at a cost not to exceed \$37,050, and

**WHEREAS,** the cost for the same auditing services for FY 2021-2022 is projected to be \$37,050, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4 et seq. provides that the values of all contracts to a single vendor exceed \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract will exceed \$17,500, and

**WHEREAS,** PKF O'Connor Davies, LLP, Harrison NY has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year previous to their contract award, and that they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to PKF O'Connor Davies, LLP, Harrison, NY to perform internal audit services as described above for a total cost not to exceed \$37,050 for work to be performed during fiscal year 2022-2023

On motion duly made by Dr. Tasharofi, seconded by Ms. Mehrotra and unanimously carried, the Board approved the Resolution for adoption.

### **EDUCATIONAL PLANNING AND POLICY COMMITTEE**

Mrs. Zimmermann reported to the Board that at the Educational Planning and Policy meeting held earlier that Dr. Lown provided a review of the College's General Education Foundation framework which outlines the general education program requirements for specific degree and certificate programs. She also stated that Dr. Ziner provided a comprehensive review of the Fall 2021 Programs: Biology; Business; Business Management; Communications; Graphic Design; Supply Chain Management. Mrs. Zimmermann reported that as of May 24, 2022, enrollment for Summer I is -8.8%, and as of May 17, 2022 Fall enrollment is +20%.

Mrs. Zimmermann submitted the following Resolutions for approval:

#### **Resolution – E022-017 - Faculty Personnel Actions**

**RESOLVED**, that the following faculty personnel actions recommended by the President be approved:

#### **Retirement:**

Bert Atsma, Professor, STEM Division, effective August 1, 2022.

#### **Return from Unpaid Leave of Absence:**

Dr. Wendy Barnes-Thomassen, Associate Professor, Humanities Division, effective September 1, 2022.

Derek McConnell, Professor, Institute of Intensive English Division, effective September 1, 2022.

On motion duly made by Mrs. Zimmermann, seconded by Ms. Mehrotra and unanimously carried, the Board approved the Resolution for adoption.

#### **Resolution E022-018 - Staff Personnel Actions**

**RESOLVED**, that the following personnel actions recommended by the President be approved:

#### **Staff Appointments:**

Dr. Michael Carhart, Senior Analyst of Institutional Research, Administrative Services, effective April 11, 2022, \$76,000 per annum.

Curran Murphy, Tutoring Center Services Coordinator, Academic Affairs, effective April 16, 2022, \$42,000 per annum.

Shelby Miller, Associate Registrar, Student Development, effective April 18, 2022, \$70,000 per annum.

Dr. David Uibelhoer, Director of Instructional Design, Academic Affairs, effective April 25, 2022, \$92,000 per annum.

Yuri Bisono, Student Services Specialist, ACT, Student Development, effective May 9, 2022, \$53,000 per annum.

Lorraine Cook, Custodian, Finance and Operations, effective May 9, 2022, \$27,934 per annum.

Monique Blackmon-Johnson, Division Secretary, Allied Sciences, Academic Affairs, effective May 16, 2022, \$45,000 per annum.

Andreia Couto, Human Resources Generalist, Finance and Operations, effective May 16, 2022, \$58,000 per annum.

Jasmine Jilus, Associate Director of Advising, Career, and Transfer, Student Development, effective May 16, 2022, \$70,000 per annum.

**Staff Promotions/Reclassifications/Reinstatements:**

Keren Moncayo, Student Services Generalist from Student Services Associate, Student Development, effective April 16, 2022, \$44,000 per annum.

Jadiel Perez-Rivera, Student Services Generalist from Student Services Associate, Student Development, effective April 16, 2022, \$44,000 per annum.

Mary Greco, Assistant Director, Academic Learning Center from Educational Support Coordinator, Academic Affairs, effective May 16, 2022, \$57,880 per annum.

Susan Lordi, Executive Assistant from Accounts Payable Clerk, Finance and Operations, effective May 16, 2022, \$55,000 per annum.

**Staff Employment Separations:**

Yocasta Brens, Student Services Specialist, Student Development, effective May 6, 2022.

Samantha Monge, Student Services Specialist, Title V, Academic Affairs, effective May 9, 2022.

Nina Hernandez, Registrar, Student Development, effective May 13, 2022.

Maryam Saleem, Student Services Specialist, Social Worker, Student Development, effective May 13, 2022.

Nathaniel Washington, Custodian, Finance and Operations, effective May 13, 2022.



Maria Aladren, Academic Specialist, Theater Arts, Academic Affairs, effective May 31, 2022.

On motion duly made by Mrs. Zimmermann, seconded by Mr. Betancourt and unanimously carried, the Board approved the Resolution for adoption.

### **SAFETY REPORT**

Dr. McMenamin stated that in compliance with N.J.S.A. 18A:3B-71 requiring reporting of campus crimes and fire incidents for the period from April 1, 2022 to May 5, 2022, Public Safety advised that there were no incidents to report.

### **BUDGET AND FINANCE COMMITTEE**

Mr. Connolly reviewed the Investment Report and reported that all investments are found to be in order and are within acceptable norms.

### **Financial Report:**

Mr. Connolly reviewed the Financial Report and stated revenue is down approximately 3.2% due to enrollment decrease. He reported that the College has experienced an increase in State funding of \$1.5 million due to appropriations returning to normal funding levels, and the net increase in other income is directly related to parking fees and the return to campus. Mr. Connolly stated that the net decrease in total expenses year over year is a result of reduction in personnel offset by an increase in other expenses related to the return to campus.

### **Current Estimate Report:**

Mr. Connolly reviewed the Current Estimate Report and stated that at this time, a transfer to Unrestricted Net Position of \$4.9 million is anticipated for fiscal year ended June 30, 2022.

Mr. Connolly presented the following Resolutions for approval:

### **Grant Resolution**

#### **Resolution F022-059 - New Jersey Career Accelerator Internship Grant Program (CAIGP)**

**WHEREAS,** Union County College, as a comprehensive community college, seeks to provide career programs designed to assist students and other Union County residents to become employed, and

**WHEREAS,** the fiscal year 2022 Appropriations Act (P.L.2021, c.133) signed by Governor Murphy on June 29, 2021 (the “Act”) provides that funds appropriated for the Workforce Development Partnership Fund (section 9 of P.L. 1992, c. 43), should be used for the purpose of funding the Career Accelerator Internship Grant Program (CAIGP), and

**WHEREAS,** the New Jersey Career Accelerator Internship Grant Program (CAIGP) is to facilitate innovative connections between undergraduate students enrolled at the

College and employers for internship opportunities that can potentially lead to full-time employment following graduation, and

**WHEREAS,** the State of New Jersey, Office of the Secretary of Higher Education (OSHE), will provide funding through the New Jersey Career Accelerator Internship Grant Program (CAIGP) to: (1) direct costs for career fairs, including the waiver of registration fees for employers to attend Grantee's career fairs, (2) career technology tools/platforms that facilitate connections between undergraduate students and internship opportunities (i.e., Handshake, Symplicity, GradLeaders, and 12twenty), (3) networking events that connect undergraduate students with employers with the purpose of assisting students in identifying and securing internships, and (4) costs associated with the creation of marketing materials focused on recruiting students and employers for internship opportunities, and

**WHEREAS,** Union County College received notification that it was awarded funding in the amount of \$13,613 from the State of New Jersey, Office of the Secretary of Higher Education (OSHE) for the New Jersey Career Accelerator Internship Grant Program (CAIGP) for the period April 4, 2022 through August 31, 2022;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College accepts the funding of \$13,613 from the State of New Jersey, Office of the Secretary of Higher Education (OSHE) for the New Jersey Career Accelerator Internship Grant Program (CAIGP) for the period April 4, 2022 through August 31, 2022.

On motion duly made by Mr. Connolly, seconded by Mr. Betancourt and unanimously carried, the Board approved the Resolution adoption.

### **Contract Exempt from Competitive Bidding**

#### **Resolution F022-060 Janitorial and Building Supplies**

**WHEREAS,** the College has a need for janitorial supplies including chemicals, paper and plastic goods and for building supplies used in daily operations in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.11.a.b. provides for awarding contracts without public competitive bids when there is a nationally recognized and accepted cooperative agreement that has been publicly bid for the product or service, and

**WHEREAS,** Home Depot U.S.A., Inc. Db a The Home Depot Pro, Atlanta, GA has submitted a proposal under OMNIA contract #17-21 to provide janitorial supplies, not including any COVID 19 emergent supplies, at a cost not to exceed \$100,000 for Fiscal Year 2022-2023, and

**WHEREAS,** Home Depot U.S.A., Inc. Db a The Home Depot Pro, Atlanta, GA has submitted another proposal under OMNIA contract #16154 to provide building supplies, at a cost not to exceed \$30,000 for Fiscal Year 2022-2023, and

**WHEREAS,** the cost for janitorial supplies for Fiscal Year 2021-2022 is projected to be \$83,597 with this figure not including any COVID 19 emergent supplies, and

**WHEREAS,** the cost for building supplies for Fiscal Year 2021-2022 is projected to be \$28,800, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. etseq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and **WHEREAS,** OMNIA utilized competitive bidding for the award of the contract to Home Depot U.S.A., Inc. Db a The Home Depot Pro, Atlanta, GA and the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20-.4. et seq. provides that contracts arrived at through an open and fair process are exempt from the Play-to-Play Law, thereby releasing Union County College from the requirement to obtain Pay-to-Play documentation, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Home Depot U.S.A., Inc. Db a The Home Depot Pro, Atlanta, GA for janitorial supplies, not including any COVID 19 emergent supplies, in the amount of \$100,000 and for building supplies in the amount of \$30,000 for a total award not to exceed \$130,000 for Fiscal Year 2022-2023.

**Resolution F022-061 - Office Supplies**

**WHEREAS,** the College requires office supplies for all campuses to facilitate teaching and administration in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.9. provides for awarding contracts without public competitive bids when there is a state contract that has been publicly bid for the product or service, and

**WHEREAS,** the College can utilize W.B. Mason Co. Inc., Brockton, MA state contract #M88839 to satisfy ongoing office supply needs in an amount not to exceed \$50,000 for Fiscal Year 2022-2023, and

**WHEREAS,** the spend for Fiscal Year 2021-2022 with W.B. Mason Co. Inc., Brockton, MA is projected to be \$37,000 and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** NJ State Contract vendors are subject to the Pay-to-Play Law and are required to maintain Business Entity Disclosure and Political Contribution Disclosure Certifications with the State of New Jersey to maintain their position as a state contract vendor, thereby releasing Union County College from the requirement to obtain such documentation, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to W.B. Mason Co. Inc., Brockton, MA for office supplies for all campuses at a cost not to exceed \$50,000 for Fiscal Year 2022-2023.

**Resolution F022-062 - Toner Cartridge Supplies**

**WHEREAS,** the College has a need for toner cartridge supplies that are necessary for administrative and operational support functions, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.9.a. provides an exception to the requirement for advertising for bids when there is a State Contract for the product or service, and

**WHEREAS,** funding is requested for \$40,000 for toner cartridges with ACCSES NJ, Inc, Trenton, NJ, under State Contract #89072 T-1817 for Fiscal Year 2022-2023, and

**WHEREAS,** the College expended no funds for toner cartridge supplies for Fiscal Year 2021-2022, which is reflective of increased reliance on electronic resources, efficacious print management policies, consolidation of printers through-out the college, and having inventory on hand to supply the current fleet of printers for most of the year, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** NJ State Contract vendors are subject to the Pay-to-Play Law and are required to maintain Business Entity Disclosure and Political Contribution Disclosure Certifications with the State of New Jersey to maintain their position as a state contract vendor, thereby releasing Union County College from the requirement to obtain such documentation, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to ACCSES NJ, Inc, Trenton, NJ for toner cartridge supplies at a cost not to exceed \$40,000 for Fiscal Year 2022-2023.

**Resolution F022-063 - Amazon School Specialty Supplies**

**WHEREAS,** the College requires school specialty supplies for all campuses to facilitate teaching and administration, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.11.a.b. provides for awarding contracts without public competitive bids when there is a nationally recognized cooperative agreement, and

**WHEREAS,** the College can utilize Amazon Capital Services, Inc., Seattle, WA, OMNIA contract #R-TC-17006 to satisfy additional ongoing school specialty supplies needs in the amount of \$50,000, and

**WHEREAS,** the spend for Fiscal Year 2021-2022 with Amazon Capital Services, Inc., Seattle, WA, is projected to be \$30,000, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** OMNIA utilized competitive bidding for the awards of their contracts to Amazon Capital Services, Inc., Seattle, WA and the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq., provides that contracts arrived at through an open and fair process are exempt from the Pay-to-Play law, thereby releasing Union County College from the requirement to obtain such documentation, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Amazon Capital Services, Inc., Seattle, WA for school specialty supplies for all campuses at a cost not to exceed \$50,000, for Fiscal Year 2022-2023.

On motion duly made by Mr. Connolly, seconded by Mr. Betancourt and unanimously carried, the Board approved Resolutions F022-060 through F022-063 for adoption.

**Resolution F022-064 - Online Tutoring Services**

**WHEREAS,** the College provides online tutoring services for students to assist them with their academic curriculum progress in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(19) provides for an exception to the requirement for advertising for bids in the provision of goods and services for use, support, or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

**WHEREAS,** Georgetown Learning Centers, Inc. Db a ThinkingStorm Online Tutoring, McLean, VA has submitted a proposal for online tutoring services for 909 hours at \$22.00 per hour, for a total cost not to exceed \$19,998 for Fiscal Year 2022-2023, and

**WHEREAS,** the projected cost for online tutoring services for Fiscal Year 2021-2022 is projected to be \$19,998, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** Georgetown Learning Centers, Inc. Db a ThinkingStorm Online Tutoring, McLean, VA has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year before the contract award, and that they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Georgetown Learning Centers, Inc. Db a ThinkingStorm Online Tutoring, McLean, VA for online tutoring services for a total cost not to exceed \$19,998 for Fiscal Year 2022-2023.

**Resolution F022-065 - Electronic Payment Processing Services**

**WHEREAS,** there is both a need and benefit to the College to accept electronic payments for tuition, fees, and other types of monetary remittances through a hosting service system that is compatible with Colleague ERP software, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(19) provides for an exception to the requirement of advertising for bids in the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

**WHEREAS,** ACI Payments, Inc., Db a Official Payments Corporation, Elkhorn, NE has submitted a proposal to provide electronic payment services interfacing with Colleague software for acceptance of credit card and e-check payments at a monthly rate of \$1,500, for a total not to exceed \$18,000 for Fiscal Year 2022-2023, and

**WHEREAS,** the cost for electronic payment processing services for Fiscal Year 2021-2022 is projected to be \$18,000, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** ACI Payments, Inc., Db a Official Payments Corporation, Elkhorn, NE has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year previous to their contract award, and that they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to ACI Payments, Inc., Db a Official Payments Corporation, Elkhorn, NE for electronic payment processing services for a total not to exceed \$18,000 for Fiscal Year 2022-2023.

**Resolution F022-066 - Non-Credit Testing Services**

**WHEREAS,** the College will provide EKG, Phlebotomy and Patient Care Technician grant funded courses through the Continuing Education Department which provides

educational classes designed in an engaging and collaborative environment to mirror real experiences for students in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(15) provides for an exception to the requirement of advertising for bids for professional consulting services, and

**WHEREAS,** Ascend Learning Holdings, L.L.C., DbA Assessment Technologies Institute, L.L.C., Leawood, KS submitted a proposal to provide testing services and materials for EKG, Phlebotomy and Patient Care Technician for grant funded courses for Fiscal Year 2022-2023, as follows:

<b>Program &amp; Description</b>	<b>Instructor/ Materials per Student</b>	<b>Number of Students</b>	<b>Total</b>
EKG, Phlebotomy and Patient Care Exams-CEWD Grant	\$389	40	\$15,560
Retests			\$ 3,890
		<b>TOTAL</b>	<b>\$19,450</b>

and

**WHEREAS,** payment is made to Ascend Learning Holdings, L.L.C., DbA Assessment Technologies Institute, L.L.C., Leawood, KS only when student(s) have registered for classes, and

**WHEREAS,** the cost for testing services and materials for EKG, Phlebotomy and Patient Care Technician grant funded courses for Fiscal Year 2021-2022 is projected to be \$4,276 with the Fiscal Year 2022-2023 proposal based upon an expected increase in program participants, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** Ascend Learning Holdings, L.L.C., DbA Assessment Technologies Institute, L.L.C., Leawood, KS has completed and submitted their Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year previous to their contract award, and that they will be prohibited from making any reportable contributions through the term of the contract, and



**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Ascend Learning Holdings, L.L.C., Db a Assessment Technologies Institute, L.L.C., Leawood, KS for EKG, phlebotomy and patient care technician testing services at a total cost not to exceed \$19,450 for Fiscal Year 2022-2023.

**Resolution F022-067 - Broker and Risk Management Consultant and Administrative Services**

**WHEREAS,** the College requires the services of an insurance broker and risk management consultant to provide broker and risk management consulting services including marketing and placement of insurance, provide policy administration, serve as a liaison between the College and insurance providers, aid with special projects and to market and place additional lines of coverage, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(11) provides for an exception to the requirement of advertising for bids for insurance, including the purchase of insurance coverage and consulting services, and

**WHEREAS,** Meeker Sharkey Associates, LLC Db a Meeker Sharkey & Hurley, Cranford, NJ has submitted a proposal to provide specified insurance broker and risk management consulting services at a cost not to exceed \$45,000 for Fiscal Year 2022-2023, and

**WHEREAS,** Meeker Sharkey Associates, LLC Db a Meeker Sharkey & Hurley, Cranford, NJ has also submitted a proposal to provide brokerage services including consulting and administration for the College's group dental and vision insurance plans at a cost not to exceed \$15,000 for Fiscal Year 2022-2023, and

**WHEREAS,** the cost for services for Fiscal Year 2021-2022 was \$43,000 for insurance broker and risk management consulting services and \$15,000 for dental and vision insurance brokerage services, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** Meeker Sharkey Associates, LLC Db a Meeker Sharkey & Hurley, Cranford, NJ has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year

before the contract award, and they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Meeker Sharkey Associates, LLC Dba Meeker Sharkey & Hurley, Cranford, NJ for insurance broker and risk management consulting services for Fiscal Year 2022-2023 for a total cost not to exceed \$60,000.

**Resolution F022-068 - Faculty Evaluation Annual Software License Renewal and Maintenance**

**WHEREAS,** the College uses technologically adaptive hardware and software solutions to solicit feedback from its students regarding instructor effectiveness and to administer student assessments on course material in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(3) provides for exceptions to the requirement for advertising for bids for the provision of materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(19) provides for exceptions to the requirement for advertising for bids for the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

**WHEREAS,** Scantron Corporation, Eagan, MN has submitted a proposal for faculty evaluation annual software license renewal and maintenance, for a total cost not to exceed \$21,064 for Fiscal Year 2022-2023, and

**WHEREAS,** the cost for licensing and software maintenance for Fiscal Year 2021-2022 is projected to be \$20,908, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** Scantron Corporation, Eagan, MN has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that

they have not made any reportable contributions to a political or candidate committee in the one year before their contract award, and that they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Scantron Corporation, Eagan, MN for faculty evaluation annual software license renewal and maintenance at a total cost not to exceed \$21,064 for Fiscal Year 2022-2023.

**Resolution F022-069 - Legal Services**

**WHEREAS,** there are ongoing needs for legal counsel services at the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A-64A-25.5.a.(1) provides an exception to the requirement of advertising for bids for professional services, and

**WHEREAS,** the College currently utilizes the legal firm of Cleary Giacobbe Alfieri & Jacobs, LLC, Matawan, NJ as employment law counsel, including lead negotiator in bargaining unit talks and counsel for miscellaneous related matters, and

**WHEREAS,** Cleary Giacobbe Alfieri & Jacobs, LLC, Matawan, NJ has submitted a proposal to provide legal counsel with respect to bargaining unit negotiations with faculty, labor law, and other miscellaneous legal matters at an hourly fee of \$215 for partner involvement, \$175 for associate involvement and \$90 for paralegal and law clerk involvement in an amount not to exceed \$200,000 for Fiscal Year 2022-2023, and

**WHEREAS,** the cost for similar legal services for Fiscal Year 2021-2022 is projected to be \$118,000, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** Cleary Giacobbe Alfieri & Jacobs, LLC, Matawan, NJ has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the previous one year and that they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Cleary Giacobbe Alfieri & Jacobs, LLC, Matawan, NJ for legal services at a total cost not to exceed \$200,000 for the Fiscal Year 2022-2023.

**Resolution F022-070 - Fire Systems Maintenance and Repairs**

**WHEREAS,** the College requires inspection and repairs of the College-wide fire systems to provide for campus safety and comfort, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.9.a. provides an exception to the requirement of advertising for bids when there is a State Contract for the product or service, and

**WHEREAS,** Johnson Controls US Holdings LLC Db a Johnson Controls Fire Protection LP, Milwaukee, WI a State Contract vendor, has submitted a proposal utilizing contract #83717 to provide fire systems inspection, maintenance, and repair services for all campuses in an amount not to exceed \$73,783 for Fiscal Year 2022-2023, and

**WHEREAS,** the cost for fire systems maintenance and repair services for Fiscal Year 2021-2022 is projected to be \$82,156, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceed \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** NJ State Contract vendors are subject to the Pay-to-Play Law and are required to maintain Business Entity Disclosure and Political Contribution Disclosure Certifications with the State of New Jersey to maintain their position as a state contract vendor, thereby releasing Union County College from the requirement to obtain such documentation, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County

College award a contract to Johnson Controls US Holdings LLC Dba Johnson Controls Fire Protection LP, Milwaukee, WI for inspection and repair services for fire systems at a cost not to exceed \$73,783 for Fiscal Year 2022-2023.

**Resolution F022-071 - Temporary Staffing Services**

**WHEREAS,** staffing vacancies in Academic Affairs and Facilities find the College in need of administrative and professional level temporary staffing to ensure ongoing functionality in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(20) provides for awarding of contracts for personnel recruitment and advertising, without public competitive bids, and

**WHEREAS,** Robert Half International, Inc., San Ramon, CA has provided temporary staffing services at a cost of \$15,903 for Fiscal Year 2021-2022, which was under the threshold of \$17,500 and did not require Board of Trustee approval, and

**WHEREAS,** Robert Half International, Inc., San Ramon, CA, has submitted a proposal to provide temporary staffing services, for an amount not to exceed \$35,000 through June 30, 2022, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** Robert Half International, Inc., San Ramon, CA, has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, that certify that they have not made any reportable contributions to a political or candidate committee in the one year previous to the contract award, and they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award contract to Robert Half International, Inc., San Ramon, CA for temporary staffing services for an amount not to exceed \$35,000 for a total award not to exceed \$50,903 through June 30, 2022.

**Resolution F022-072 - Supply Chain Management Certification Exams for the Center for Economic and Workforce Development (CEWD)**

**WHEREAS,** the College provides training in the field of Transportation, Logistics and Distribution (TLD) through the Center for Economic and Workforce Development (CEWD) where individuals, including dislocated workers and currently employed/incumbent workers, achieve job opportunities and certification in the following programs - Customer Service Operations Certification, Warehouse Operations Certification, Transportation Operations Certification, Supply Management and Procurement Certification, and

**WHEREAS,** the Council of Supply Chain Management Professionals (CSCMP) for SCPro™ Fundamentals Certifications, Broward College, Fort Lauderdale, FL will provide on-line resources for four (4) educational Supply Chain Management Certification Tracks and the corresponding SCPro™ Fundamentals industry certification exams for Union County College students, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(6) provides for exceptions to the requirement for advertising for bids for the provision of textbooks, copyrighted materials, student produced publications and services, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(15) provides for exceptions to the requirement for advertising for bids for the provision of professional consulting services, and

**WHEREAS,** Broward College, Fort Lauderdale, FL submitted a proposal for Supply Chain Management Classes as follows:

<b>Class</b>	<b>Students per Class</b>	<b>Exams per Class</b>	<b>Cost per Exam</b>	<b>Extended Cost</b>
Supply Chain Certification	20	4	\$135	\$10,800
Transportation Certification	20	4	\$135	\$10,800
Warehouse Certification	20	4	\$135	\$10,800
Customer Service Certification				
			<b>TOTAL</b>	\$43,200

and

**WHEREAS,** classes with Broward College, Fort Lauderdale, FL for Fiscal Year 2021-2022 were \$8,370, with the Fiscal Year 2022-2023 estimate based upon an expected increase in program participants, and

**WHEREAS,** the award of this contract is not subject to New Jersey Local Unit Pay-to-Play Law as Broward College is a not-for-profit organization and same are exempt from Pay-to-Play law and are not required to submit Business Entity and Political Contribution Disclosure Certifications, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Broward College, Fort Lauderdale, FL for on-line resources and SCPro™ Certification Exams at a cost not to exceed \$43,200 for Fiscal Year 2022-2023.

**Resolution F022-073 - Patient Care Technician Program Instructional Services**

**WHEREAS,** the College will provide patient care technician program instructional services through the Continuing Education department designed in an engaging and collaborative environment to mirror real experiences for students in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a. (15) provides for the awarding of contracts for professional consulting services without public competitive bids, and

**WHEREAS,** National Career College, LLC Dba National Career Institute, East Orange, NJ provided a proposal for patient care technician program instruction services with the below listed modules as follows:

Classes	Cost per Student	Number of Students	Costs
Anatomy, EKG, Phlebotomy, Pharmacology and Drug Interaction	\$2,000	30	\$60,000

and

**WHEREAS,** payment is made to National Career College, LLC Dba National Career Institute, East Orange, NJ only when student(s) have registered for classes, and

**WHEREAS,** the cost for patient care technician program instructional services for Fiscal Year 2021-2022 is projected to be \$14,049, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** National Career College, LLC Dba National Career Institute, East Orange, NJ has completed and submitted their Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year

before their contract award, and that they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to National Career College, LLC Dba National Career Institute, East Orange, NJ for patient care technician instructional service courses for a total award not to exceed \$60,000 for Fiscal Year 2022-2023.

**Resolution F022-074 - Employee Compensation Analysis**

**WHEREAS,** the College requires the services of a comprehensive employee compensation analysis to validate salary market data to insure both retention and talent acquisition, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(15) provides for an exception to the requirement for advertising for bids in the provision of professional consulting services, and

**WHEREAS,** PayScale, Inc., Seattle, WA has submitted a proposal to provide a comprehensive employee compensation analysis at a cost not to exceed \$30,397 from June 1, 2022 through May 31, 2023, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** PayScale, Inc., Seattle, WA has completed and submitted their Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year previous to their contract award, and they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to PayScale, Inc., Seattle, WA for an employee compensation analysis from June 1, 2022 through May 31, 2023 for a total cost not to exceed \$30,397.



**Resolution F022-075 - Printing and Processing of Community College Opportunity (CCOG) Grant Mailers**

**WHEREAS,** the College, through the Community College Opportunity Grant (CCOG), has a directive to promote tuition free community college to the public, and has need for printing and processing of mailers to encourage awareness of the Community College Opportunity Grant (CCOG) to qualifying Union County residents, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(18) provides for an exception to the requirement of advertising for bids for printing, including without limitation, catalogs, and course announcements, and

**WHEREAS,** on September 21, 2021, the Board of Trustees of Union County College accepted an award of \$404,623 under the State of New Jersey, Office of the Secretary of Higher Education Community College Opportunity Grant (CCOG) for the period of July 1, 2021 through June 30, 2022, and

**WHEREAS,** the College solicited quotes for the printing and processing of mailers from three (3) vendors and one (1) vendor responded, and

**WHEREAS,** Royal Printing Service, West New York, NJ submitted the lowest responsible quotation meeting the specifications at a total cost not to exceed \$7,988 for the printing and processing of Community College Opportunity Grant (CCOG) mailers through June 30, 2022, and

**WHEREAS,** Royal Printing Service, West New York, NJ had previously submitted proposals not to exceed \$11,455 for Fiscal Year 2021-2022, which was under the threshold of \$17,500 and did not require Board of Trustee approval, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the value of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined the total contract award will exceed \$17,500, and

**WHEREAS,** Royal Printing Service, West New York, NJ has completed and submitted their Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year previous to their contract award, and that they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Royal Printing Service, West New York, NJ for printing and processing of Community College Opportunity Grant (CCOG) mailers at a cost not to exceed \$7,988 for a total award not to exceed \$19,443 from July 1, 2021 through June 30, 2022.

On motion duly made by Mr. Connolly, seconded by Mr. Figueredo and unanimously carried, the Board approved Resolutions F022-064 through F022-075 for adoption.

**Resolution F022-076 - Content Management Software and Maintenance**

**WHEREAS,** support of technology applications including software licensing and maintenance are necessary components of the technological environment which is essential to the teaching and administrative functions in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a. (19) provides for an exception to the requirement of advertising for bids in the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

**WHEREAS,** Hyland LLC, Lenexa, KS has submitted a proposal to provide software and maintenance of ImageNow, the College's content management software and document imaging system, at a cost not to exceed \$57,953 for the Fiscal Year 2022-2023, and

**WHEREAS,** the cost for content management software for Fiscal Year 2021-2022 was \$53,854, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** Hyland LLC, Lenexa, KS has completed and submitted their Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the previous one year, and that they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Hyland LLC, Lenexa, KS for content management software and maintenance at a cost not to exceed \$57,953 for the Fiscal Year 2022-2023.

**Resolution F022-077 - Dark Fiber Leases, Maintenance and Support**

**WHEREAS**, network infrastructure is a necessary component of the technological environment which is essential to ongoing functionality in support of the mission of the College, and

**WHEREAS**, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(19) provides for an exception to the requirement of advertising for bids in the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

**WHEREAS**, County College Contracts Law N.J.S.A. 18A:64A-25.28.g. provides that contracts for the supplying of any products or rendering of any services by a company providing voice, data, transmission or switching services, may be awarded for a term not to exceed five years, and

**WHEREAS**, Cablevision Lightpath LLC, Long Island City, NY submitted a proposal to provide dark fiber leases, maintenance, and support for the College for a five-year term at an annual cost of \$72,000 per annum for a total cost not to exceed \$360,000 for Fiscal Years 2023 through 2027, and

**WHEREAS**, the cost for the same dark fiber leases maintenance and support for Fiscal Year 2021-2022 is \$72,000, and

**WHEREAS**, the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS**, the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS**, Cablevision Lightpath LLC, Long Island City, NY has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year before their contract award, and that they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS**, a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to Cablevision Lightpath LLC, Long Island City, NY for dark fiber leases, maintenance, and support in an amount not to exceed \$360,000 for Fiscal Years 2023 through 2027.

**Resolution F022-078 - One Card Access System**

**WHEREAS**, there is a need for a one card access system that will offer touchless entry to key areas, no contact self-payment for all college-related financial transactions including dining services, bookstore, financial aid and library, controlled in-person attendance for the classroom and enforcement of public safety mandates that will increase overall efficiencies and safety in support of the mission of the college, and

**WHEREAS**, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(19) provides for an exception to the requirement of advertising for bids in the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

**WHEREAS**, the County College Contracts Law, N.J.S.A. 18A:64A-25.11.a. authorizes County Colleges to be a participating contracting unit in a cooperative pricing system established pursuant to the laws of the State of New Jersey, and

**WHEREAS**, the County College Contracts Law, N.J.S.A. 18A:64A-25.28.(d) provides for exceptions to the requirement for advertising for bids for the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware not more than five (5) years, and

**WHEREAS**, the College has received Federal and State grant awards to cover costs associated with the disruption of campus operations due to the Coronavirus and this purchase has been identified as a cost that is reimbursable under such funding, and

**WHEREAS**, SHI International Corp, Somerset, NJ an authorized NJ State Contract Vendor and distributor for NJEdge.Net, Inc contract no. 269EMCPS-21-001-EM-SHI has submitted a proposal to provide a complete one card access system at a cost not to exceed \$2,498,148 to include the following items/modules for five (5) years from June 1, 2022-May 31, 2027,

Atrium Licensing/ Card Production Licensing
30,000 Blank Cards/Up to 300 Tablets for Attendance Modules
All Upgrade Modules Required for Encoding
Connection for Canteen (Dining Service)
Connection for Follett (Book Store)
Connections for Papercut (paper management software)
Library Access Integration
10 Self- Service Kiosks- Allow Students to pay balances via card or cash

and

**WHEREAS,** on June 22, 2021, the Board of Trustees awarded a contract to SHI International Corp, Somerset, NJ an authorized NJ State Contract vendor and distributor for OMNIA Partners for virtual desktop software licenses, maintenance, and support for a cost not to exceed \$458,371, and

**WHEREAS,** on September 21, 2021, the Board of Trustees awarded a contract to SHI International Corp, Somerset, NJ an authorized NJ State Contract vendor and distributor for OMNIA partners for virtual desktop software licensing and ID card printers at a cost not to exceed \$172,513, and

**WHEREAS,** on November 9, 2021, the Board of Trustees awarded a contract to SHI International Corp, Somerset, NJ an authorized NJ State Contract Vendor for server upgrades for the Elizabeth Campus and for vaccine tracking software at a cost not to exceed \$34,738, and

**WHEREAS,** on December 7, 2021, the Board of Trustees awarded a contract to SHI International Corp, Somerset, NJ an authorized NJ State contract vendor for Rubrik network data management services system at a cost not to exceed \$15,000, and

**WHEREAS,** on April 19, 2022, the Board of Trustees awarded a contract to SHI International Corp, Somerset, NJ an authorized NJ State contract vendor for router replacement for the Kellogg Building on the Elizabeth Campus and for hardware, software and HP color printer for the Cranford campus Innovation Center at a cost not to exceed \$67,480, and

**WHEREAS,** the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** NJ State Contract vendors are subject to the Pay-to-Play Law and are required to maintain Business Entity Disclosure and Political Contribution Disclosure Certifications with the State of New Jersey to maintain their position as a state contract vendor, thereby releasing Union County College from the requirement to obtain such documentation, and

**WHEREAS,** NJEdge.Net, Inc utilized competitive bidding for the awards of their contracts to SHI International Corp, Somerset, NJ and thereby releasing Union County College from the requirement to obtain Pay-to-Play documentation, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College award a contract to SHI International Corp, Somerset, NJ for one card access system for a cost not to exceed \$2,498,148 for a total award of \$3,246,250 for Fiscal Year 2022-2023.

On motion duly made by Mr. Connolly, seconded by Mr. Betancourt and unanimously carried, the Board approved Resolutions F022-076 through F022-078 for adoption.

Dr. Wilkin reported the College is continuing to review the self-insured health insurance program to ensure that this program is in our best economic interest.

#### **BUILDINGS AND GROUNDS**

Mr. Katz reported that there was one change to the Project Prioritization List.

#### **Kellogg Recovery Status:**

Mr. Katz reported an update of the recovery of the Kellogg Building as a result of Hurricane Ida.

- Removal of emergency generator and UPS complete
- UPS to be reinstalled this week
- Lecture hall - carpet to be installed this week
- Concrete slab – electrical inspection this week and then pour same week

#### **Cell Tower Update:**

Mr. Katz stated that there is no update to report.

Mr. Katz presented the following Resolution for approval:

#### **Resolution B022-004 - Parking Lot Repair-Cranford**

**WHEREAS,** the College has the need to repair the asphalt surface and fill potholes in Parking Lot 2 at the Cranford campus, in support of the mission of the College, and

**WHEREAS,** requests for pricing was submitted to three (3) vendors with two declining to quote, and

**WHEREAS,** Crossroads Pavement Maintenance LLC, Pompton Plains, NJ has submitted the only proposal to repair the asphalt surface and fill potholes in Parking Lot 2 at the Cranford campus for a total amount not to exceed \$37,000, which is below the bid threshold amount, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** Crossroad Pavement Maintenance LLC, Pompton Plains, NJ has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certification, that certify that they have not made any reportable contributions to a political or candidate committee in the one year before the contract award, and they will be prohibited from making any reportable contributions through the term of the contract, and

**WHEREAS,** a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union County College ratify an award to Crossroads Pavement Maintenance LLC, Pompton Plains, NJ for repair of the asphalt surface and to fill potholes in Parking Lot 2 at the Cranford campus at a cost not to exceed \$37,000.

On motion duly made by Mrs. Zimmermann, seconded by Mr. Connolly and unanimously carried, the Board approved the Resolution for adoption.

The following Resolution was adopted at the Joint Board Meeting prior to the Board of Trustees Meeting and was introduced by Mr. Richel for approval by the Trustees:

**Resolution C022-001 - College Name Change**

**WHEREAS,** the Board of Trustees and Board of Governors of Union County College have determined that it is in the best interest of the College and in support of the mission of the College to change the College's name; and

**WHEREAS,** the College has changed its name several times over its almost 90-year existence; and

**WHEREAS,** Union County Junior College opened on October 16, 1933 founded by U.S. President Franklin D. Roosevelt as an "emergency junior college" through the federal Works Project Administration with the original mission of providing jobs for unemployed teachers and professors; and

**WHEREAS,** the College was then known as Union Junior College, a private two-year institution of higher education, incorporated on March 25, 1943 and governed by a Board of Trustees. Its name was changed to Union College on July 25, 1967; and

**WHEREAS,** in 1982, Union College was consolidated with Union County Technical Institute pursuant to N.J.S.A. 18A:64A-50 et seq. and became Union County College, the public community college of the County of Union; and

**WHEREAS,** the Board of Governors of Union County College is the successor to and a continuation of the Board of Trustees of Union College. The governance, control, conduct management and administration of Union County College is “vested in and allocated between the Board of Trustees and Board of Governors” pursuant to N.J.S.A. 18A:64A-56; and

**WHEREAS** a name change is an opportunity to rebrand the College in alignment with recent accolades such as being twice consecutively named an Aspen Prize Top 150 Community College and being recognized as a 2023 Aspen Prize semifinalist; and

**WHEREAS,** the Board of Trustees and Board of Governors has determined that it is in the best interest of the College to change the College name to “Union College of Union County, New Jersey”; and

**WHEREAS,** pursuant to N.J.S.A. 18A:64A-12(a), the Board of Trustees is granted the power “[t]o adopt or change the name of the county college;” and

**NOW, THEREFORE, BE IT RESOLVED** that the joint Boards of Trustees and Governors of Union County College, New Jersey approve that the new name of the College shall be “Union College of Union County, New Jersey” effective as of July 1, 2022.

**AND BE IT FURTHER RESOLVED** that the President is authorized to take such actions as are appropriate to effectuate the name change.

On motion duly made by Mr. Betancourt, seconded by Mr. Figueredo and unanimously carried, the Board approved the Resolution for adoption.

#### **OPEN MEETING TO THE PUBLIC**

No one addressed the Board.

#### **UNFINISHED BUSINESS**

On motion duly made by Mr. Betancourt, seconded by Mr. Figueredo and unanimously carried, the Board ratified all actions taken at the Joint Board of Governors and Trustees that immediately preceded this Trustees Meeting, and that the Minutes of the Joint Meeting shall be appended to and made part of these Trustees Minutes.



**NEW BUSINESS**

Completed.

**EXECUTIVE SESSION**

There was no Executive Session.

**ADJOURNMENT**

With no further business on the agenda, a motion for adjournment was made by Mr. Betancourt, seconded by Mr. Connolly at 7:03p.m.