

UNION COUNTY COLLEGE
Cranford, New Jersey

BOARD OF TRUSTEES
Minutes of Meeting
May 25, 2021

CALL TO ORDER

The meeting was called to order by Victor M. Richel, Chair, at 7:38 p.m. via teleconference and in person in Room N-4 on the Cranford Campus. The following were in attendance:

TRUSTEES

Mr. Richel; Lawrence D. Bashe; Rafael J. Betancourt, Esq.; George A. Castro, II; Nick Fixmer; Miguel A. Merino; Daryl Palmieri; Dr. Kamran Tasharofi; Mary M. Zimmermann; Holly Stefanik; Dr. Margaret M. McMenamin, President.

GOVERNORS

Brian Campbell; Tamecka Dixon; Ryan J. Greco; Donna M. Herran; Gary S. Horan; Jeffrey H. Katz, Esq.; J. Anthony Manger, Esq.; Carl J. Napor; Francis Raudelunas; Allan L. Weisberg.

ALSO PRESENT

Denise Collins; Dr. Demond T. Hargrove, Vice President of Student Development; Michael M. Horn, Esq., McCarter English; Dr. Maris Lown, Vice President of Academic Affairs; Dr. Jaime M. Segal; Lynne A. Welch, Vice President, Financial Affairs and Treasurer.

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 Dr. Tasharofi, the Minutes of the Meeting of the Board of Trustees of April 20, 2021, were approved as submitted.

COMMUNICATIONS

There were no communications to report.

REPORTS OF JOINT TRUSTEES AND GOVERNORS' COMMITTEES

AUDIT COMMITTEE

Mr. Horan reported that at the Audit Committee meeting held earlier today, PKF O'Connor Davies stated that two audits were performed: Business Process Reviews and Discussion of Remediation Testing. Mr. Horan reported that the audit resulted in two open items: Student Account Passwords and Sensitive Data Inscription, both of which will be remedied by IT.

Mr. Horan submitted the following Resolutions for approval:

Resolution A021-002 - Acceptance of FY2022 Audit Plan

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 of New York, NY has recommended five audit areas for review during FY 2021-2022 which are 1) executive compensation and benefits, 2) financial aid compliance, 3) business continuity and disaster recovery, 4) Perkins grant compliance, and 5) physical inventory of grant specific assets for a cost not to exceed \$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 Financial Affairs and Treasurer has determined that the total contract will exceed \$17,500, and

WHEREAS, the award of the contract to PKF O'Connor Davies of New York, NY is subject to the College's receipt of properly executed 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 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to PKF O'Connor Davies, New York, NY to perform various internal audit services as previously described for a total cost not to exceed \$37,050 for work to be performed during fiscal year 2021-2022.

BE IT FURTHER RESOLVED that the Board of Trustees of Union County College award a contract to PKF O'Connor Davies, New York, NY subject to the College's receipt of properly executed Pay to Play documentation certifying that they have not made any reportable contributions to a political or candidate committee pursuant to N.J.S.A. 19:44A-20.26 that would statutorily prohibit issuance of a purchase order or agreement execution.

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

Resolution A021-003 - Additional Fees of Independent Auditor

WHEREAS, the need exists for a College-wide Independent Auditor, 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, on February 25, 2020, after a fair and open process, the Board of Trustees of Union County College awarded a contract to CliftonLarsonAllen LLP, Plymouth Meeting, PA to provide independent auditing services in the amount of \$117,000 for two years, with \$58,000 allotted for the audit ending Fiscal Year 2020, and

WHEREAS, as a result of professional services related to CARES act single audit testing and consultations around the Higher Educational Emergency Relief Fund (HEERF) in connection with the audit for the year ended June 30, 2020, additional funding is needed in the amount of \$19,005, 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, the College also has a need for CliftonLarsonAllen LLP, Plymouth Meeting, PA, as an independent audit firm, to perform tax services for required filings related to employer provided health coverage for its employees. Previously, \$6,300 was disclosed on the March report of authorized payments in excess of original award presented to the Board. This did not require Board action. An additional \$2,060 was deemed necessary for the filing of the ACA forms for calendar year 2020, and

WHEREAS, a Certification of Funds availability has been filed by the Vice President of Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College ratifies an award to CliftonLarsonAllen LLP, Plymouth Meeting, PA for additional audit fees related to Coronavirus audit testing and consultations at a cost of \$19,005 and \$2,060 for tax services for a total FY 2021 contract award not to exceed \$85,365 for the audit ending Fiscal Year 2020 and tax services for tax year 2020.

On motion duly made by Mr. Betancourt, seconded by Mr. Castro 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 reported on ACUE's mission which is to ensure student success through quality instruction that facilitate retention and graduation and also to address equity in

the classroom. She showed a short video where faculty and staff shared their perceptions of the value of this experience. She also stated that Dr. Cooner presented programs reviewed in Fall 2020 as well as their job outlooks and recommendations. The programs reviewed were: Automotive Technology; Business Fundamentals; English; Media; Paramedic Emergency Health Science; Radiography. Mrs. Zimmermann reported that as of May 25, 2021, enrollment for Summer I is +6.6% and enrollment for Summer II is +16%.

Mrs. Zimmermann submitted the following Resolutions for approval:

Resolution – E021-014 - Faculty Personnel Actions

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

Retirement:

Dr. Dominick Quagliato, Assistant Professor, STEM Division, effective July 1, 2021.

Arlene Marcus, Professor, Institute for Intensive English Division, effective August 1, 2021.

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

Resolution E021-015 - Staff Personnel Actions

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

Staff Appointments:

Sharron Sparks, Student Services Specialist, EOF, Student Development, effective May 3, 2021, \$51,000 per annum.

Yu Jiang, Director of Libraries, Academic Affairs, effective May 3, 2021, \$83,000 per annum.

Titilola Price, Student Services Specialist, EOF, Student Development, effective May 10, 2021, \$51,000 per annum.

Staff Promotions/Reclassifications/Reinstatements:

Robert D'Antonio, Student Services Associate, Student Development, separation effective August 3, 2020, reinstatement effective June 1, 2021, \$38,875 per annum.

Jacqueline Jarosz, Director of Financial Operations from Finance Operations Manager, Financial Affairs, effective June 1, 2021, \$101,584 per annum.

Jane Kane, Director of Financial Reporting and Grant Accounting from Director of Financial Operations and Grant Accounting, Financial Affairs, effective June 1, 2021, \$98,902 per annum.

Marlene Sousa, Assistant Vice President, Finance from Controller, Financial Affairs, effective June 1, 2021, \$121,900 per annum.

Staff Employment Separations:

Sandra Quintero, Administrative Assistant, Student Development, effective May 6, 2021.

Jessica Zuber, Associate Director, Advising, Career and Transfer Services, Student Development, effective May 7, 2021.

Patrice Wright, Student Services Specialist, EOF, Student Development, effective May 17, 2021.

Dr. Denise Warren, Academic Specialist, Practical Nursing, Academic Affairs, effective June 9, 2021.

Cynthia Tirsbier, Student Services Associate, Student Development, effective June 1, 2021.

Keith Troutman, Patrol Supervisor, Financial Affairs, effective June 1, 2021.

Susana Mateo, Project Coordinator (NJYC), CEWD, Financial Affairs, effective June 10, 2021.

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

Resolution E021-016 - Articulation Agreement – Southern New Hampshire University – College of Online and Continuing Education

WHEREAS, an Articulation Agreement has been reached between Union County College, New Jersey and Southern New Hampshire University - College of Online and Continuing Education, Manchester, NH, that should facilitate the transfer of Union County College, New Jersey A.A. or A.S. degree credits to Southern New Hampshire University - College of Online and Continuing Education, Manchester, NH in various bachelor's degree programs (Exhibit 1), and,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College, New Jersey approves the Articulation Agreement between Union County College, New Jersey and Southern New Hampshire University - College of Online and Continuing Education, Manchester, NH (Exhibit 1), and,

BE IT FURTHER RESOLVED that College officials be authorized to approve the Articulation Agreement between Union County College, New Jersey and Southern New Hampshire University - College of Online and Continuing Education, Manchester, NH (Exhibit 1).

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

SAFETY REPORT – S485

Dr. McMenemy stated that in compliance with the Cunningham – Ruiz Law (S485, codified at N.J.S.A. 18:3B-71) requiring reporting of campus crimes and fire incidents for the period from April 6, 2021 to May 6, 2021, Public Safety advised that there were no incidents to report.

BUDGET AND FINANCE COMMITTEE

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

Financial Report:

Mr. Bashe reviewed the financial report for March 31, 2021, and stated revenue is down approximately 6.89% resulting from a year to date 7.49% enrollment decrease which has been a direct result of the pandemic. He reported that the College has also experienced a decrease in State funding of \$1.4 million compared to the previous year due to budget cuts, and that the decrease in total expenses year over year is primarily due to the College's efforts to control costs in this COVID environment. Mr. Bashe reported that overall positions have been reduced by retirements, many vacancies have not been replaced, positions have been eliminated and part-time positions have been drastically reduced throughout the College.

Current Estimate Report:

Mr. Bashe reviewed the Current Estimate Report and stated that at this time, a transfer to Unrestricted Net Position of \$6.2 million is anticipated for fiscal year ended June 30, 2021.

Mr. Bashe presented the following Resolutions for approval:

Grant Resolutions

Contracts Exempt from Competitive Bidding

Resolution F021-058 – 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 \$45,000 for toner cartridges with ACCSES NJ Inc., Trenton, NJ, under State Contract #89072 for Fiscal Year 2021-2022, and

WHEREAS, the cost for toner cartridge supplies for Fiscal Year 2020-2021 is projected to be \$4,000, which is reflective of the remote nature of operations 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 Financial Affairs and Treasurer 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to ACCSES NJ Inc., Trenton, NJ at a cost not to exceed \$45,000 for toner cartridge supplies for Fiscal Year 2021-2022.

Resolution F021-059 - Janitorial Supplies and Building Materials

WHEREAS, the College has a need for janitorial supplies including chemicals, paper and plastic goods and for building materials 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-25.11a.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, The Home Depot Pro, Atlanta, GA has submitted proposals under U.S. Communities contract #17-21 to provide janitorial supplies, not including any COVID 19 emergent supplies, at a cost not to exceed \$100,000 and under U.S. Communities contract #16154 to provide building materials at a cost not to exceed \$30,000 for a total cost not to exceed \$130,000 for Fiscal Year 2021-2022, and

WHEREAS, the cost for janitorial supplies and building materials for Fiscal Year 2020-2021 is projected to be \$130,000 with this figure not including any COVID 19 emergent supplies, 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 Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, U.S. Communities utilized competitive bidding for the award of the contract to The Home Depot Pro, Atlanta, GA 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to 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 materials in the amount of \$30,000 for a total award not to exceed \$130,000 for Fiscal Year 2021-2022.

Resolution F021-060 - Metered Mail Service

WHEREAS, postage metering for mailing of college materials is necessary to support ongoing operations and the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.b. provides for awards without public competitive bids when made or entered into with the United States of America, the State of New Jersey, with a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision thereof, and

WHEREAS, United States Postal Service costs are anticipated to be \$80,000 for College mailings from July 1, 2021 through June 30, 2022, consisting of College related materials and metered non-bulk postage, and

WHEREAS, spending with the United States Postal Service metered mail postage for Fiscal Year 2021 was \$60,000 as a result of diminished usage during the COVID-19 pandemic crisis, and

WHEREAS, the United States Postal Service is a government agency and is exempt from New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4. et seq., and

WHEREAS, a Certification of Funds availability has been filed by the Vice President of Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College approves a total amount not to exceed \$80,000 for metered mail service to be provided by the United States Postal Service from July 1, 2021 through June 30, 2022.

Resolution F021-061 - Nursing Instructional Equipment and Licensing

WHEREAS, the College's Nursing Program has a need for virtual simulation equipment and licenses for virtual software programs to enhance students' knowledge and achieve objectives in the Nursing program 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 an exception to the requirement of advertising for bids for the purchase of items or services not available from more than one potential bidder, 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, after a fair and open quote, with seven responses, Laerdal Medical Corporation, Wappingers Falls, NY submitted the lowest responsible quote for three (3) virtual nursing simulators, including student and instructor licenses, at a cost of \$25,316 and further submitted a proposal for proprietary licenses at a cost not to exceed \$7,837 for a total award not to exceed \$33,153 for the period of July 1, 2020 through June 30, 2021. The virtual nursing mannequins and software simulates real nursing scenarios and helps nursing students develop clinical decision-making skills and competence, and

WHEREAS, on June 26, 2020, the College submitted the final phase of its application for the Carl D. Perkins Career and Technical Education Improvement Grant ("Perkins") which was approved for the amount of \$738,261 on December 16, 2020 and accepted by the Board of Trustees on January 26, 2021, and

WHEREAS, on March 23, 2021, the Board of Trustees approved revisions to needs of the College which resulted in reallocation of the approved budget among component line items of the Carl D. Perkins Career and Technical Education Improvement grant, which was approved by the Grantor on March 31, 2021, and

WHEREAS, Laerdal had previously submitted Perkins proposals during the year totaling \$3,151, which was under the threshold amount that required Board of Trustee approval, and

WHEREAS, the Vice President of Financial Affairs and Treasurer has determined that this purchase is within the stated purpose and goals of Carl D. Perkins Career and Technical Education Improvement Grant, 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 Financial Affairs and Treasurer has determined that the value of the acquisition will exceed \$17,500, and

WHEREAS, Laerdal Medical Corporation, Wappingers Falls, 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 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College ratify an award to Laerdal Medical Corporation, Wappingers Falls, NY to provide virtual nursing simulator mannequins and software licenses for students enrolled in the Nursing program at a cost not to exceed \$33,153 for a total cost not to exceed \$36,304 for the Fiscal Year 2020-2021.

On motion duly made by Mr. Bashe, seconded by Mr. Betancourt and unanimously carried, the Board approved Resolutions F021-058 through F021-061 for adoption.

Resolution F021-062 - 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, provide assistance for 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, Cranford, NJ has submitted a proposal to provide specified insurance broker and risk management consulting services for Fiscal Year 2021-2022 for a fee not to exceed \$43,000, and

WHEREAS, Meeker Sharkey Associates LLC, Cranford, NJ has further 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 the Fiscal Year 2021-2022, and

WHEREAS, the cost for similar services for Fiscal Year 2020-2021 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 Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, Meeker Sharkey Associates LLC, 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 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to Meeker Sharkey Associates LLC, Cranford, NJ for insurance broker and risk management consulting services for Fiscal Year 2021-2022 for a total cost not to exceed \$58,000.

Resolution F021-063 - Voice and Data Facility Services

WHEREAS, network infrastructure technology is a necessary component of the technological environment and 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, the County College Contracts Law, N.J.S.A. 18A:64A-25.28(d) provides 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 for any term not more than five (5) years, and

WHEREAS, Iron Mountain Data Centers LLC, Boston, MA has submitted a five (5) year proposal to provide voice and data facility services for the period of June 1, 2021 through May 31, 2026 at a total cost of \$101,937, and

WHEREAS, the cost for voice and data facility services for Fiscal Year 2020-2021 is projected to be \$19,045, 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 Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, Iron Mountain Data Centers LLC, Boston, MA 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to Iron Mountain Data Centers LLC, Boston, MA for voice and data facility services for a total cost not to exceed \$101,937 from June 1, 2021 through May 31, 2026.

Resolution F021-064 - 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, the College was notified it was awarded \$265,000 under the State of New Jersey, Office of the Secretary of Higher Education Community College Opportunity Grant (CCOG) for the period of July 1, 2020 through June 30, 2021, and

WHEREAS, the College solicited quotes for the printing and processing of mailers from eight (8) vendors and three (3) vendors responded, and

WHEREAS, AJ Images Inc, Roselle, NJ submitted the lowest responsible quotation meeting the specifications at a total cost not to exceed \$5,972 for the printing and processing of Community College Opportunity Grant (CCOG) mailers through June 30, 2021, and

WHEREAS, AJ Images Inc, Roselle, NJ had previously submitted a proposal not to exceed \$16,610 for Fiscal Year 2020-2021, 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 Financial Affairs and Treasurer has determined the total contract award will exceed \$17,500, and

WHEREAS, AJ Images Inc, Roselle, 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to AJ Images Inc, Roselle, NJ for printing and processing of Community College Opportunity Grant (CCOG) mailers at a cost not to exceed \$5,972 for a total award not to exceed \$22,582 from July 1, 2020 through June 30, 2021.

Resolution F021-065 - 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, Tyco Fire & Security (US) Management, Inc. DBA Johnson Controls Fire Protection LP, Rockaway, NJ, 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 \$67,156 from July 1, 2021 through June 30, 2022, and

WHEREAS, the cost for fire systems maintenance and repair services for Fiscal Year 2020-2021 is projected to be \$79,999, 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 Financial Affairs and Treasurer 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, 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to Tyco Fire & Security (US) Management, Inc. DBA Johnson Controls Fire Protection LP, Rockaway, NJ for inspection and repair services for fire systems at a cost not to exceed \$67,156 for Fiscal Year 2021-2022.

Resolution F021-066 - Door Repair Services

WHEREAS, the College, has a need to repair doors and entrances on all campuses to ensure ongoing facility functionality in support of the mission of the College, and

WHEREAS, Allmark Door Company, LLC, Aston, PA has submitted a proposal in the amount of \$2,500 for an unanticipated repair of the exterior door between the courtyard and breezeway of the Cranford campus, and

WHEREAS, Allmark Door Company LLC, Aston, PA had previously submitted a proposal not to exceed \$17,275 for Fiscal Year 2020-2021, 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 Financial Affairs and Treasurer has determined the total contract award will exceed \$17,500, and

WHEREAS, Allmark Door Company, LLC, Aston, PA 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College ratifies a contract to Allmark Door Company LLC, Aston, PA for door repair costs not to exceed \$2,500 for a total award not to exceed \$19,775 for the Fiscal Year 2020-2021.

Resolution F021-067 - 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, Official Payments Corp., Reston, VA 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 2021-2022, and

WHEREAS, the cost for electronic payment processing services for Fiscal Year 2020-2021 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 Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, Official Payments Corp., Reston, 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 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to Official Payments Corp., Reston, VA for electronic payment processing services for a total not to exceed \$18,000 from Fiscal Year 2021-2022.

Resolution F021-068 - 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 serves as 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 2021-2022, and

WHEREAS, the cost for similar legal services for Fiscal Year 2020-2021 is projected to be \$190,000, 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 Financial Affairs and Treasurer 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 Disclosures 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 Financial Affairs and Treasurer;

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 2021-2022.

On motion duly made by Mr. Bashe, seconded by Mr. Betancourt and unanimously carried, the Board approved Resolutions F021-062 through F021-068 for adoption.

Resolution F021-069 - Computer Related Software Maintenance, Licensing and Support

WHEREAS, the College has a need for budgeting and expense planning software which is an essential technological component to support the mission of the College, 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, Jonas Software USA LLC, dba Xlerant, Warminster, PA has submitted a proposal to provide the BudgetPak system software maintenance, licenses and support to fifty (50) users at a cost not to exceed \$20,000 for Fiscal Year 2021-2022, and

WHEREAS, the cost for the BudgetPak system software maintenance, licenses and support was \$20,000 for Fiscal Year 2020-2021, 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 Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, the award of the contract to Jonas Software USA LLC, dba Xlerant, Warminster, PA is subject to the College's receipt of properly executed 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 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to Jonas Software USA LLC, dba Xlerant, Warminster, PA for an award not to exceed \$20,000 for computer related software maintenance, licensing and support for Fiscal Year 2021-2022.

BE IT FURTHER RESOLVED that the Board of Trustees of Union County College award a contract to Jonas Software USA LLC, dba Xlerant, Warminster, PA subject to the College's receipt of properly executed Pay to Play documentation certifying that they have not made any reportable contributions to a political or candidate committee pursuant to N.J.S.A. 19:44A-20.26 that would statutorily prohibit issuance of a purchase order or agreement execution.

Resolution F021-070 - Voice and Data, Software Maintenance Renewal and Support

WHEREAS, network hardware components and uninterruptible power supply (UPS) battery backup are necessary to the technological environment which is essential to 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, 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, Aspire Technology Partners, Eatontown, NJ, has submitted a proposal under NJ State Contract #87720 to provide the following for Fiscal Year 2021-2022,

Description	Amount	
F5 Load Balance Maintenance	\$13,901	
UPS and Network Closet UPS Maintenance and Support	\$46,500	
Cisco Smart Renewal	<u>\$263,414</u>	
Total	\$323,815	

and

WHEREAS, the cost for voice and data, software maintenance renewal and support for Fiscal Year 2020-2021 is projected to be \$317,377, 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 Financial Affairs and Treasurer 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to Aspire Technology Partners, Eatontown, NJ for voice and data software maintenance renewal and support in an amount not to exceed \$323,815 for Fiscal Year 2021-2022.

Resolution F021-071 - Computer Related Network Infrastructure and Services

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, County College Contracts Law, N.J.S.A. 18A:64A-25.11a.a. and N.J.S.A. 18A:64A-25.9.a. provide for an exception to the requirement of advertising for bids when there are, respectively, a cooperative pricing system established pursuant to the laws of New Jersey or state contract that has been publicly bid for the product or service, and

WHEREAS, the following vendors have submitted proposals to provide computer network infrastructure including voice, data and internet services for Fiscal Year 2021-2022 at individual vendor costs not to exceed,

Vendors	Description	Amount
Verizon Wireless Basking Ridge, NJ	Voice/Data Services MK State Contract T216A (82583)	\$ 30,000
Cablevision Lightpath Jericho, NY	Dark Fiber Lease Maintenance (Elizabeth,/Rahway/ Scotch Plains Plainfield) ESCNJ 18/19-46	\$ 72,000
TOTAL		\$102,000

and

WHEREAS, the cost for computer related network infrastructure and services for the Fiscal Year 2020-2021 is projected to be \$104,000, 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 Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, ESCNJ utilized competitive bidding for the award of the contracts to Cablevision Lightpath, Jericho, NY thereby releasing Union County College from the requirement to obtain Pay-to-Play documentation, 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, the Certification of Funds availability has been filed by the Vice President of Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award contracts to Verizon Wireless, Basking River, NJ and Cablevision Lightpath, Jericho, NY for computer related network infrastructure, including voice, data, and dark fiber leases and maintenance for total amounts not to exceed \$30,000 and \$72,000 respectively, for Fiscal Year 2021-2022.

Resolution F021-072 - Faculty Evaluation Annual Software License Renewal, Maintenance and Testing Materials

WHEREAS, the College uses hardware, software and testing materials 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, Egan, MN has submitted a proposal for faculty evaluation annual software license renewal, maintenance and testing for both the Biology and Chemistry Departments at a cost not to exceed \$14,680, \$6,228, \$2,000 and \$2,000 respectively, for a total cost not to exceed \$24,908 for Fiscal Year 2021-2022, and

WHEREAS, the cost for licensing, hardware and software maintenance and testing materials for Fiscal Year 2020-2021 is projected to be \$24,612, 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 Financial Affairs and Treasurer 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 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 Financial Affairs and Treasurer;

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, hardware and software maintenance and testing materials at a total cost not to exceed \$24,908 for Fiscal Year 2021-2022.

Resolution F021-073 - Computer Hardware and Maintenance -Scotch Plains

WHEREAS, the College utilizes computer equipment as an essential technological component within its teaching and administrative functions. Computer hardware and maintenance are needed to support student learning, and 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-25.25.5.(b) provides for awarding contracts without public competitive bids when a contract is made or entered into with the United States of America, the State of New Jersey, a county or municipality or any board, body, or officer, agency or authority or any state or subdivision thereof, and

WHEREAS, on June 23, 2020, the Board of Trustees awarded a contract to SHI International Corp., Somerset, NJ, to provide Virtual Desktop Infrastructure technology, including specialized hardware, licensing and support, allowing students to access all of the College's specialized academic software from any device, for a total cost not to exceed \$1,500,000, and

WHEREAS, on September 22, 2020, the Board of Trustees awarded contracts to SHI International Corp., Somerset, NJ, under national cooperative OMNIA Partners contract #2018011-02 for IT Network Consulting Services to provide consulting services to establish strategic redundancy for the College's network structure at the Elizabeth Campus as a back-up for the Cranford Campus and for Adobe Licenses necessary for the Virtual Desktop Infrastructure, for total costs not to exceed \$60,366, and

WHEREAS, on December 1, 2020, the Board of Trustees awarded contracts to SHI International Corp., Somerset, NJ under OMNIA Partners contract #2018011-02 and National Association of State Procurement Officials (NASPO) contract #MNWNC-108, Subcontract #11AHI for additional Virtual Desktop Infrastructure licenses, disaster recovery hardware, and software upgrades, for total costs not to exceed \$1,278,404, and

WHEREAS, SHI International Corp., Somerset, NJ, a NJ State Contract vendor, using NASPO Value Point Contract #MNWC-108 has submitted the following proposals utilizing NJ State contract pricing for thin client, desktops and micro-PCs for the Scotch Plains campus as follows:

Product Description	Cooperative Contract No.	Quantity	Cost
Wyse 5070 thin client computer	NASPO # MNWNC-108 Subcontract #11AHI	150	\$65,385
Dell P2419H 24inch monitors with outlet power strip surge suppressors, cable ties, and cover clips	NASPO # MNWNC-108 Subcontract #11AHI	150	\$28,852
OptiPlex 7480 AIO Dell Part #TTDT8 Computers	NASPO #MNWC-108 Subcontract #19-TELE-00656	20	\$18,460
Optiplex 7080 Micro Dell Part # Y2CDR Computers	NASPO #MNWC-108 Subcontract #19-TELE-00656	7	\$5,481
		TOTAL	\$118,178

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 Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, NASPO as a state contract vendor utilized competitive bidding for the award of the contracts to SHI International Corp., Somerset, NJ, 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to SHI International Corp., Somerset, NJ for computer hardware and maintenance at a cost not to exceed \$118,178 for a total award not to exceed 2,956,948 for Fiscal Year 2020-2021.

Resolution F021-074 - Library Materials and Cooperative Annual Membership Renewal

WHEREAS, there is a college-wide need for printed and electronic library materials, database subscriptions and professional cooperative services to enhance student learning and outcomes in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(6) provides for an exception to the requirement of advertising for bids for library books, magazines, periodicals, printed and audiovisual library materials and specialized library services, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.11a.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-25.5.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 following vendors have submitted proposals to provide printed, electronic library materials and annual cooperative membership for Fiscal Year 2021-2022 at individual vendor costs not to exceed,

Vendors	Product Description	Amount
NJ Edge.Net Newark, NJ	VALE Consortium Databases	\$126,500
NJ Edge.Net Newark, NJ	Cooperative Annual Membership Renewal	\$12,000
Ebsco Subscription Services Ipswich, MA	Databases, Journal Subscriptions and Discovery Service Software	\$18,889
Facts on File New York, NY	Library Acquisition of Electronic Resources film, physical therapy, history	\$17,818
TOTAL		\$175,207

and

WHEREAS, the costs for similar library materials and cooperative membership for Fiscal Year 2020-2021 is projected to be \$179,775, 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 Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, NJ Edge.Net is a not-for-profit organization and is exempt from New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4. et seq., and

WHEREAS, Ebsco Subscription Services, Ipswich, MA and Facts on File, New York, NY Corporation have completed and submitted their Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award contracts for library materials and cooperative membership to NJ Edge.Net, Newark, NJ, Ebsco Subscription Services, Ipswich, MA, and Facts on File, New York, NY at the individual listed vendor costs not to exceed \$175,207 for Fiscal Year 2021-2022.

On motion duly made by Mr. Bashe, seconded by Mr. Betancourt and unanimously carried, the Board approved Resolutions F021-069 through F021-074 for adoption.

Contract to be Awarded Through a Bid or Request for Proposal:

Resolution F021-075 - On-Call Copy Paper

WHEREAS, the College requires copy paper for use in the College's copiers and printing services equipment in support of the mission of the College, and

WHEREAS, a request for bids was advertised in the Star Ledger, Newark, NJ on April 8, 2021 for On-Call Copy Paper, and

WHEREAS, the bid invitations were distributed to ten (10) prospective vendors and two (2) bids were received and opened publicly on April 29, 2021, and

WHEREAS, Paper Mart, Inc., East Hanover, NJ submitted the lowest responsible and only responsive bid of \$48,108 for On-Call Copy Paper services for the Fiscal Year 2021-2022, and

WHEREAS, the costs for similar copy paper for Fiscal Year 2020-2021 is projected to be \$15,000 as the coronavirus pandemic engendered limited in person classes and remote work scheduling, and

WHEREAS, a Certification of Funds availability has been filed by the Vice President of Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract not to exceed \$48,108 to Paper Mart, Inc., East Hanover, NJ for on-call copy paper for Fiscal Year 2021-2022.

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

BUILDINGS AND GROUNDS

Mr. Katz reported that there were several changes to the Project Prioritization List due to the fact that some of the projects have been consolidated with others.

Cell Tower Update

Mr. Katz reported that Verizon received the denial letter from the Cranford Zoning Board; however, Verizon has not disclosed their response/next steps.

Mr. Katz presented the following Resolutions for approval:

Contract Requiring Competitive Bidding:

Resolution B021-013 - Change Order for HVAC Upgrades -Scotch Plains

WHEREAS, the College has a need to install dedicated cooling units to the two data centers at Scotch Plains, in support of the mission of the College, and

WHEREAS, on December 4, 2019 the Board of Trustees of Union County College awarded a contract to Epic Mechanical, Inc., Neptune N.J. for HVAC upgrades at Scotch Plains through a fair and open solicitation process at a cost not to exceed \$1,973,000, and

WHEREAS, a change order is requested in a not to exceed amount of \$81,668 for purchase and installation of four ductless air conditioning systems for the two data centers, with each data center having a dedicated unit and a redundant unit, and

WHEREAS, a Certification of Funds availability has been filed by the Vice President of Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a change order to the contract award to Epic Mechanical, Neptune, NJ for a not to exceed amount of \$81,668 for purchase and installation of dedicated cooling units for data centers at Scotch Plains, for a total award not to exceed \$2,054,668.

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

Contracts Exempt From Competitive Bidding:

Resolution B021-014 - Immersive Classroom Furniture for Scotch Plains

WHEREAS, the College has a need for furnishing and design of an immersive classroom for Scotch Plains to enhance engagement and participation in student learning in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 25.11a. provides for an exception to the requirement of advertising for bids when there is a cooperative pricing system established pursuant to the laws of the State of New Jersey for the product or service, and

WHEREAS, Bridget Soyka Smith, Upper Montclair, NJ, an authorized distributor of Krueger International furniture, submitted a proposal under Quote Number ES08-52380/C from ESCNJ #20/21-01 for Scotch Plains immersive classroom furniture, including design and delivery at a cost not to exceed \$48,048, 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 Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, ESCNJ utilized competitive bidding for the award of the contract to Krueger International, Green Bay, WI, 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to Bridget Soyka Smith, Upper Montclair, NJ for immersive classroom furniture and design for Scotch Plains at a total award not to exceed \$48,048.

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

Resolution B021-015 - Engineering Services Electrical Upgrade-Cranford

WHEREAS, the College requires engineering services and bid specification development essential for the electrical service upgrade for the Cranford campus in support of the mission of the College, and

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

WHEREAS, Triad Consulting Engineers, Morris Plains, N.J. has submitted a proposal for the electrical services upgrade for the Cranford campus which includes engineering design services, bid specification development, construction support and arc flash studies and labeling at a cost not to exceed \$387,000, 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 exceed \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

WHEREAS, the Vice President of Financial Affairs and Treasurer has determined that the total contract award will exceed \$17,500, and

WHEREAS, the award of the contract to Triad Consulting Engineers, Morris Plains, NJ is subject to the College's receipt of properly executed 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 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 Financial Affairs and Treasurer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to Triad Consulting Engineers, Morris Plains, NJ for the engineering services for the electrical services upgrades for the Cranford campus at a total not to exceed award of \$387,000.

BE IT FURTHER RESOLVED that the Board of Trustees of Union County College award a contract to Triad Consulting Engineers, Morris Plains, NJ subject to the College's receipt of properly executed Pay to Play documentation certifying that they have not made any reportable contributions to a political or candidate committee pursuant to N.J.S.A. 19:44A-20.26 that would statutorily prohibit issuance of a purchase order or agreement execution.

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

OPEN MEETING TO THE PUBLIC

No one came forward to speak.

UNFINISHED BUSINESS

On motion duly made by Mr. Betancourt, seconded by Dr. Tasharofi 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

Mr. Richel stated that the next Board meeting is scheduled for Tuesday, June 22, 2021 on the Cranford campus. He urged everyone to try to attend in person, if possible.

EXECUTIVE SESSION

There was no Executive Session this month.

ADJOURNMENT

With no further business on the agenda, a motion for adjournment was made by Mr. Betancourt and seconded by Mr. Castro at 8:01 p.m.