



Essex County College
Board of Trustees
PUBLIC MEETING AGENDA

September 15, 2020 – 4:30 PM

Virtual Meeting

Dial-In Number: **1 (520) 420-9132**

If you would like to submit Comments on Agenda Actions or Public Comments, please do so before noon on Tuesday, September 15, 2020 as follows:

Comments on Agenda Actions to: agendacomment@essex.edu

Public Comments to: publiccomment@essex.edu

- I. Call to Order/Roll Call Chair M. Bolden
- II. Open Public Meetings Act Announcement Mrs. J. Grimes
- III. Minutes..... Mrs. J. Grimes
- IV. Communications..... Mrs. J. Grimes
- V. Public Comments on Agenda Items TBD
- VI. Finance Committee Report Mr. J. Zarra

Actions - Submitted for Ratification – Approved by the Executive Committee on June 26, 2020

- 3-1.1/6-2020S Authorize the Award of a Contract for Ellucian Elevate
Ellucian, Chicago, IL \$87,694.00
Covid 19 Funded - Operating Expense
- 3-1.2/6-2020S Authorize the Award of an Additional Service for Banner 9 Self-
Service Application
Ellucian, Chicago, IL \$7,480.00
Foundation for Instructional Technology Capital Grant Funded
– Capital Expense
- 3-1.3/6-2020S Authorize the Award of an Additional Fee for Architectural and
Engineering Services for Sidewalks, Steps, Retaining Wall-
Repairs, and Restoration
Arcari & Iovino Architects, PC, Little Ferry, NJ \$19,500.00
Chapter XII Funded – Capital Expense
- 3-1.4/6-2020S Authorize the Award of a Contract for Advance Support
Engineer and Technical Support
Oracle America, Inc., Redwood Shores, CA \$38,759.18
Foundation for Instructional Technology Capital Grant Funded
– Capital Expense

Actions – Submitted for Board Approval

3-1.1/9-2020	Authorize the Award of a Purchase – License for Microsoft Software Office SHI International Corporation, Somerset, NJ College Funded – Operating Expense	\$28,323.56
3-1.2/9-2020	Authorize the Award of a Bid for Janitorial Industrial Supplies American Paper Towel Co., LLC, Carlstadt, NJ Central Poly-Bag Corp., Linden, NJ Cooper Friedman Electric Supply Co., Inc., Monroe, NJ Imperial Bag & Paper Co., LLC, Jersey City, NJ United Sales USA Corp., Brooklyn, NY W.B. Mason Co., Inc., Secaucus, NJ College & COVID -19 Funded – Operating Expense	\$6,619.10 13,980.00 594.12 61,880.76 9,410.96 <u>26,886.30</u> Total: \$119,371.24
3-1.3/9-2020	Authorize the Award of a Two-Year Bid for General Plumbing Repair Services Magic Touch Construction, Jersey City, NJ College Funded – Operating Expense	\$25,000.00 per year
3-1.4/9-2020	Authorize the Award of a Two-Year Bid for Tree Removal Services Tree-Tech, Inc., Mount Freedom, NJ College Funded – Operating Expense	\$15,000.00 per year
3-1.5/9-2020	Authorize the Award of a Two-Year Bid for Carpet and Floor Cleaning & Maintenance Services at the West Essex Campus Nemco, Inc., Hackensack, NJ College Funded – Operating Expense	\$12,620.00 year one \$13,480.00 year two
3-1.6/9-2020	Authorize the Award of an Additional Payment for Consulting Services Ronald C. Goldfarb, Prospect, CT College Funded – Operating Expense	\$11,712.25
3-1.7/9-2020	Authorize Payment for Legal Services Genova Burns Attorneys-At-Law, Newark, NJ College Funded – Operating Expense	\$430.00
3-1.8/9-2020	Authorize Payment for Legal Services O'Toole Scrivo, LLC, Cedar Grove, NJ College Funded – Operating Expense	\$7,440.00
3-1.9/9-2020	Authorize the Award of a Renewal for Maintenance Agreement Oracle America, Inc., Dallas, TX College Funded – Operating Expense	\$15,471.25

3-1.10/9-2020	Authorize Award of Three-Year Contract for Electronic Course Evaluation Software Platform SmartEvals, LLC., Cheektowaga, NY Cares Act Funded – Operating Expense	\$31,595.00
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VII. Personnel Committee Report..... Mrs. J. Grimes

Retirement

4-1/9-2020	Barbara Pogue, Professor Art Effective September 30, 2020 Rita Willis, Librarian, Instructor Martin Luther King Library Effective September 30, 2020
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Resignation

4-2/9-2020	Anthony E. Munroe, College President Office of the President Effective September 30, 2020 Sanjay Ramdath, Executive Director Enrollment Management Effective September 14, 2020 Chanda Webb, Academic Advisor – Transfer Students Student Development and Counseling Effective September 18, 2020 Dominique Garcia, Teacher Assistant Child Development Center Effective September 8, 2020
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Supplement

4-3/9-2020	Karen Bridgett, Deputy Title IX Coordinator July 1, 2020 to June 30, 2021 \$5,000 Patricia Slade, Deputy Title IX Coordinator July 1, 2020 to June 30, 2021 \$5,000
4-4/9-2020	College's Table of Organization

VIII.	Educational Programs Committee Report	Dr. A. Lewis
	7-1.1/9-2020 Acceptance of Funds: EOF Grant	
	7-1.2/9-2020 Acceptance of Funds: Scaling Apprenticeships through Sector Based Strategies	
	7-1.3/9-2020 Memorandum of Understanding: 1199J	
	7-1.4/9-2020 Contract for Services: Newark Day Center	
	7-1.5/9-2020 Partner Agreement: Early Head Start/Child Care	
IX.	Site Facilities and Equipment Committee Report	Ms. C. Morales
X.	Policy and Governance Committee Report.....	Ms. I. Cruz
XI.	Community Relations Committee Report	Ms. J. Wright
XII.	Alumni Report	TBD
XIII.	Student Government Report.....	TBD
XIV.	Faculty Association Report.....	Prof. Michael Frank
XV.	President's Report	Dr. Augustine Boakye Acting/Interim President
XVI.	New Business.....	TBD
XVII.	Public Comments.....	TBD
XVIII.	Notice of Executive Session.....	Mrs. J. Grimes
XIX.	Adjournment	Chair M. Bolden

***Public meeting agenda subject to change**



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$36,400.00 – Ellucian
Contact:	Mohamed Seddiki / Executive Dean/ CIO of Admin. & Learning Tech.
Meeting Date:	June 26, 2020
Agenda Item No.:	3-1.1/6-2020S
COVID-19	
Resolution Authorizing the Award of a Contract for Ellucian Elevate	

WHEREAS, Essex County College has a need to approve a contract for **\$87,694.00** to **Ellucian**, 14083 Collections Center Drive, Chicago, Illinois 60693, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for Cloud Software License and Services Agreement considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(19), Providing goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and systems development of the hardware; and

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose and contract document was reviewed and approved by the General Counsel Office,

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a contract with **Ellucian**, 14083 Collections Center Drive, Chicago, Illinois 60693, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for **\$87,694.00** for Cloud Software License and Services Agreement considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County;
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(19);
3. Specific line item against which this service is to be charged is as follows:
10-1723-7795 Operating Expense
FY 2019/2020

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Anthony E. Munroe, President	FINAL DISPOSITION
BOARD APPROVAL DATE June 26, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Professional Services – Ellucian
Contact:	Mohamed Seddiki / Executive Dean/ CIO of Admin. & Learning Tech.
Meeting Date:	June 26, 2020
Agenda Item No.:	3-1.2/6-2020S
Resolution Authorizing the Award of an Additional Service for Banner 9 Self-Service Application	

WHEREAS, Essex County College has a need for additional professional services from **Ellucian**, 14083 Collections Center Drive, Chicago, Illinois 60693, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for the Tomcat installation and configuration of SSL production and non-production and Access Management Installation in production and non-production of Banner 9 Self-Service Application for **\$7,480.00**, in which contract goods and services are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(1) Professional services; and

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve an additional service with **Ellucian**, 14083 Collections Center Drive, Chicago, Illinois 60693, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) in the amount of **\$7,480.00** (40 hours per \$187.00) for professional services;
2. This additional service is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(1);
3. Specific line item against which this additional service is to be charged is as follows:
902105-02105-7982 Funded by the Foundation for Instructional Technology (FIT) Capital Grant Project.
FY 2019/2020

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Anthony E. Munroe, President	FINAL DISPOSITION
BOARD APPROVAL DATE June 26, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Professional Services – Arcari & Iovino Architects, PC
Contact:	Mohamed Seddiki/ Executive Dean/ CIO of Admin. & Learning Tech.
Meeting Date:	June 26, 2020
Agenda Item No.:	3-1.3/6-2020S
Resolution Authorizing the Award of an Additional Fee for Architectural and Engineering Services for Sidewalks, Steps, Retaining Wall-Repairs, and Restoration	

WHEREAS, Essex County College has a need to approve an additional fee in the amount of **\$19,500.00** to **Arcari & Iovino Architects, PC**. One Katherine Street, Little Ferry, New Jersey 07643, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) to perform the survey for upgrading the exterior hardscape areas at the main entrance and along Market Street up to Martin Luther King Boulevard, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(1) Professional services; or

WHEREAS, On August 19, 2019 (3-1.6/8-2019) the Board of Trustees awarded a proposal #FY19RFP-11 advertised in The Star-Ledger on May 21, 2019 in the amount of **\$29,500.00** to Arcari & Iovino Architects, PC for Sidewalks, Steps, Retaining Wall-Repairs, and Restoration. The additional service is to perform the survey of the work areas that was not part of the Proposal's Scope of Service.

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve an additional service with **Arcari & Iovino Architects, PC**. One Katherine Street, Little Ferry, New Jersey 07643, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) in the amount of **\$19,500.00** to perform the survey for upgrading the exterior hardscape areas at the main entrance and along Market Street up to Martin Luther King Boulevard;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(1);
3. Specific line item against which this service is to be charged is as follows:
901706-3116-7952 Chapter XII Bond Ordinance #0-2017-00006
FY 2019/2020

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Anthony E. Munroe, President	FINAL DISPOSITION
BOARD APPROVAL DATE June 26, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Renewal Agreement – Oracle America, Inc.
Contact:	Mohamed Seddiki / Executive Dean/ CIO of Admin. & Learning Tech.
Meeting Date:	June 26, 2020
Agenda Item No.:	3-1.4/6-2020S
Resolution Authorizing the Award of a Contract for Advance Support Engineer and Technical Support	

WHEREAS, Essex County College has a need to award a contract in the amount of **\$38,759.18** to **Non-SBE/MBE/WBE, Oracle America, Inc.**, 500 Oracle Parkway, Redwood Shores, California 94065 for Advance Support Engineer and Technical Support for the period of July 1, 2020 to June 30, 2021, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(19), Providing 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 Law (N.J.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose and contract document was reviewed and approved by the General Counsel Office,

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to enter into and execute an agreement with **Non-SBE/MBE/WBE, Oracle America, Inc.**, 500 Oracle Parkway, Redwood Shores, California 94065 for **\$38,759.18** for Advance Support Engineer and Technical Support for the period of July 1, 2020 to June 30, 2021;
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(19);
3. Specific line item against which this contract is to be charged is as follows:
902105-02105-7982 Funded by the Foundation for Instructional Technology (FIT) Capital Grant Project.
FY 2019/2020

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Anthony E. Munroe, President	FINAL DISPOSITION
BOARD APPROVAL DATE June 26, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$36,400.00 – SHI International Corporation (Minority Women Business Enterprise – MWBE)
Contact:	Mohamed Seddiki / Acting Vice President of Operations/CIO
Meeting Date:	September 15, 2020
Agenda Item No.:	3-1.1/9-2020
Resolution Authorizing the Award of a Purchase License for Microsoft Software Office	

WHEREAS, Essex County College has a need to approve the purchase of a Microsoft License in the amount of **\$28,323.56** to **SHI International Corporation**, 290 Davidson Avenue, Somerset, New Jersey 08873, vendor approved by the State of New Jersey under Minority WomenBusiness Enterprise (**MWBE**), in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A. 18A:64A-25.9(a), Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services or equipment pursuant to a contract or contracts for such materials, supplies, goods, services or equipment entered into on behalf of the State by the Division of Purchase and Property. State of New Jersey Edge, Contract #269EMCPS-19-001; and

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq., and the provisions of N.J.S.A.19:44A-20, 4 et seq.; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to enter into and execute a license with **SHI International Corporation**, 290 Davidson Avenue, Somerset, New Jersey 08873, vendor approved by the State of New Jersey under Minority WomenBusiness Enterprise (**MWBE**) in the amount of **\$28,323.56** for Microsoft Software Office.
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.9(a);
3. This contract is being awarded “Non-Fair and Open”
4. Specific line item against which this contract is to be charged is as follows:
10-1723-7511 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$36,400.00 – Janitorial Industrial Supplies
Contact:	Jeff Shapiro / Director of Facilities Management and Planning
Meeting Date:	September 15, 2020
Agenda Item No.:	3-1.2/9-2020
COVID-19	
Resolution Authorizing the Award of a Bid for Janitorial Industrial Supplies	

Recommendation: It is recommended that the Board of Trustees approve the award of a bid to the following bidders: **American Paper Towel Co., LLC, (SBE)**, 10 Industrial Road, Carlstadt, New Jersey 07072; **Central Poly-Bag Corp., (SBE)**, 2400 Bedle Place, Linden, New Jersey 07036; **Cooper Friedman Electric Supply Co., Inc., (Non-SBE/MBE/WBE)**, 1 Matrix Drive, Monroe, New Jersey 08831; **Imperial Bag & Paper Co., LLC, (Non-SBE/MBE/WBE)**, 255 Route 1&9, Jersey City, New Jersey 07306; **United Sales USA Corp., (SBE)**, 185 30th Street, Brooklyn, New York, 11232, and **W.B. Mason Co., Inc., (MBE)**, 535 Secaucus, New Jersey 07094, in the total amount of **\$119,371.24** for Janitorial Industrial Supplies from the date of award through June 30, 2021 and PPE supplies considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County.

Bid # 8084 was advertised in The Star Ledger on May 12-14, 2020. There were eleven (11) bids solicited. Eight (8) responses were received, opened, and publicly read on June 2, 2020.

Nature of Bid: Essex County College – Janitorial Industrial Supplies

Bid Item #1-55: The recommendation is for the lowest responsive and responsible bidder.

<u>Vendor</u>	<u>\$Amount</u>
American Paper Towel Co., LLC	\$ 6,619.10
Central Poly-Bag Corp.	\$13,980.00
CooperFriedman Electric Supply Co., Inc.	\$ 594.12
Imperial Bag & Paper Co., LLC	\$61,880.76
United Sales USA Corp.	\$ 9,410.96
W.B. Mason Co., Inc.	\$26,886.30

Source of Funding: The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose:

<u>Department</u>	<u>Type of Funds</u>	<u>Account #</u>	<u>\$Amount</u>
Facilities	Operational	10-7201-7501C	\$85,561.24
Facilities	COVID-19	10-7101-7795	\$33,810.00

Resolution: The Board of Trustees of Essex County College approves the award of a bid in the total amount of **\$119,371.24** to the above listed vendors for Janitorial Industrial Supplies from the date of award through June 30, 2021 and PPE supplies considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$36,400.00 – Magic Touch Construction (Small Business Enterprise – SBE)
Contact:	Jeff Shapiro / Director of Facilities Management and Planning
Meeting Date:	September 15, 2020
Agenda Item No.:	3-1.3/9-2020
Resolution Authorizing the Award of Two (2) Year Bid for General Plumbing Repair Services	

Recommendation: It is recommended that the Board of Trustees approve the award of a two-year bid to **Magic Touch Construction**, 132 Mallory Avenue, Jersey City, New Jersey 07304, vendor approved by the State of New Jersey under Small Business Enterprise **(SBE)** for General Plumbing Repair Services for **\$25,000.00** per year from July 1, 2020 through June 30, 2022.

Bid #8094 was advertised on April 24, 2020. There were six (6) bids solicited. Three (3) responses were received, opened, and publicly read on May 7, 2020.

Nature of Bid: General Plumbing Repair Services

Bid Item #1: **The recommendation is for the lowest responsive and responsible bidder.**

Source of Funding: The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose:

<u>Campus</u>	<u>Account #</u>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>\$ Total (2-Years)</u>
Newark	10-7351-7620B	\$ 7,500.00	\$ 7,500.00	\$15,000.00
Allowance	10-7351-7620B	\$ 3,750.00	\$ 3,750.00	\$ 7,500.00
West Essex	10-7252-7620B	\$10,000.00	\$10,000.00	\$20,000.00
Allowance	10-7252-7620B	<u>\$ 3,750.00</u>	<u>\$ 3,750.00</u>	<u>\$ 7,500.00</u>
		\$25,000.00	\$25,000.00	\$50,000.00

Resolution: The Board of Trustees of Essex County College approves the award of a two-year bid to **Magic Touch Construction**, 132 Mallory Avenue, Jersey City, New Jersey 07304, vendor approved by the State of New Jersey under Small Business Enterprise **(SBE)** for General Plumbing Repair Services for **\$25,000.00** per year from July 1, 2020 through June 30, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$36,400.00 – Tree-Tech, Inc. (Small Business Enterprise – SBE)
Contact:	Jeff Shapiro / Director of Facilities Management and Planning
Meeting Date:	September 15, 2020
Agenda Item No.:	3-1.4/9-2020
Resolution Authorizing the Award of Two (2) Year Bid for Tree Removal Services	

Recommendation: It is recommended that the Board of Trustees approve the award of a two-year bid to **Tree-Tech, Inc.**, 1248 Sussex Turnpike, Mount Freedom, New Jersey 07970, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for Tree Removal Services for **\$15,000.00** per year from July 1, 2020 through June 30, 2022.

Bid #8082 was advertised on April 28, 2020. There were eleven (11) bids solicited. Two (2) responses were received, opened, and publicly read on May 12, 2020.

Nature of Bid: Tree Removal Services

Bid Item #1: The recommendation is for the lowest responsive and responsible bidder.

Source of Funding: The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose:

<u>Campus</u>	<u>Account #</u>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>\$ Total (2-Years)</u>
Newark	10-7202-7620	\$ 8,500.00	\$ 8,500.00	\$17,000.00
West Essex	10-7252-7620	<u>\$ 6,500.00</u>	<u>\$ 6,500.00</u>	<u>\$13,000.00</u>
		\$15,000.00	\$15,000.00	\$30,000.00

Resolution: The Board of Trustees of Essex County College approves the award of a two-year bid to **Tree-Tech, Inc.**, 1248 Sussex Turnpike, Mount Freedom, New Jersey 07970, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for Tree Removal Services for **\$15,000.00** per year from July 1, 2020 through June 30, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$36,400.00 – Nemco, Inc. (Small Business Enterprise – SBE)
Contact:	Jeff Shapiro / Director of Facilities Management and Planning
Meeting Date:	September 15, 2020
Agenda Item No.:	3-1.5/9-2020
Resolution Authorizing the Award of Two (2) Year Bid for Carpet and Floor Cleaning & Maintenance Services at the West Essex Campus	

Recommendation: It is recommended that the Board of Trustees approve the award of a two-year bid to **Nemco, Inc.**, 43 Elizabeth Street, Hackensack, New Jersey 07601, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for Carpet and Floor Cleaning & Maintenance Services at the West Essex Campus in the total amount of **\$26,100.00** from July 1, 2020 through June 30, 2022.

Bid #8093 was advertised on May 19, 2020. There were thirteen (13) bids solicited. Three (3) responses were received, opened, and publicly read on June 11, 2020.

Nature of Bid: Carpet and Floor Cleaning & Maintenance Services

Bid Item #1: **The recommendation is for the lowest responsive and responsible bidder.**

Source of Funding: The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose:

<u>Campus</u>	<u>Account #</u>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>\$ Total (2-Years)</u>
West Essex	10-7252-7620	\$12,620.00	\$13,480.00	\$26,100.00

Resolution: The Board of Trustees of Essex County College approves the award of a two-year bid to **Nemco, Inc.**, 43 Elizabeth Street, Hackensack, New Jersey 07601, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for Carpet and Floor Cleaning & Maintenance Services at the West Essex Campus in the total amount of **\$26,100.00** from July 1, 2020 through June 30, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Consulting Services – Ronald C. Goldfarb (Small Business Enterprise – SBE)
Contact:	John Runfeldt/Executive Director of Institutional Effectiveness, Planning, & Assess.
Meeting Date:	September 15, 2020
Agenda Item No.:	3-1.6/9-2020
Resolution Authorizing the Award of an Additional Payment for Consulting Services	

WHEREAS, Essex County College needs to provide additional payment for consulting services for **\$11,712.25** to **Ronald C. Goldfarb**, 75 Cherry Circle, Prospect, Connecticut 06712, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) from May 11, 2020 to June 30, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(15) Professional Consulting Services; and

WHEREAS, On September 24, 2019 (3-2/9-2019) the Board of Trustees awarded a contract in the amount not to exceed \$18,500 until June 30, 2020 for consulting services relating to the Strategic Plan 2019-2024, Middle States pre-self-study and Mid-point peer review and other matters. The additional service assigned by the President during the COVID-19 pandemic is included in the memo attached; and

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose and contract documents approved by General Counsel Office are attached,

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve additional payment with **Ronald C. Goldfarb**, 75 Cherry Circle, Prospect, Connecticut 06712, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for **\$11,712.25** from May 11, 2020 through June 30, 2020;
2. This payment is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(15);
3. Specific line item against which this payment is to be charged is as follows:
10-0217-7180 Operating Expense
FY 2019/2020

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Services – Genova Burns Attorneys-At-Law (Small Business Enterprise – SBE)
Contact:	Joy B. Tolliver, Esq. / General Counsel
Meeting Date:	September 15, 2020
Agenda Item	3-1.7/9-2020
No.:	Resolution Authorizing the Payment for Legal Services

WHEREAS, Essex County College required outside legal services. **Genova Burns Attorneys-At-Law**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for July 2020; and

WHEREAS, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020 and was opened and publicly announced on February 12, 2020. There were sixteen (16) respondents; and

WHEREAS, The Board of Trustees of Essex County College at their monthly meeting March 17, 2020 (3-1.1/3-2020) approved the awarding of those sixteen (16) contracts of which Genova Burns Attorneys-At-Law was among at a rate of \$250.00 per hour; and

WHEREAS, Essex County College wishes to authorize payment for services rendered without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq., and the provisions of N.J.S.A.19:44A-20, 4 et seq.; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve payments to **Genova Burns Attorneys-At-Law**, 494 Broad Street, Newark, New Jersey 07102, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for legal services rendered in the amount of **\$430.00** for the following invoice:
 - **#421821** for **\$430.00**, July 31, 2020 (Lisa Durden);
2. Specific line item against which these payments are to be charged are as follows:
10-1701-7827 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Services – O’Toole Scrivo, LLC (Small Business Enterprise – SBE)
Contact:	Joy B. Tolliver, Esq. / General Counsel
Meeting Date:	September 15, 2020
Agenda Item	3-1.8/9-2020
No.:	Resolution Authorizing the Payment for Legal Services

WHEREAS, Essex County College required outside legal services. **O’Toole Scrivo Fernandez Weiner Van Lieu, LLC**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for June 2020; and

WHEREAS, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020 and was opened and publicly announced on February 12, 2020. There were sixteen (16) respondents; and

WHEREAS, The Board of Trustees of Essex County College at their monthly meeting March 17, 2020 (3-1.1/3-2020) approved the awarding of those sixteen (16) contracts of which O’Toole Scrivo, LLC was among at a rate of \$200.00 per hour; and

WHEREAS, Essex County College wishes to authorize payment for services rendered without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq., and the provisions of N.J.S.A.19:44A-20, 4 et seq.; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve payments to **O’Toole Scrivo, LLC**, 14 Village Park Road, Cedar Grove, New Jersey 07009, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for legal services rendered in the amount of **\$7,440** for the following invoice:

- **#89921** for **\$7,440.00**, June 30, 2020 (General Billing)
2. Specific line item against which these payments are to be charged are as follows:
10-1701-7827 Operating Expense
FY 2019/2020

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Renewal Maintenance – Oracle America, Inc. (Non-SBE/MBE/WBE)
Contact:	Mohamed Seddiki / Acting Vice President of Operations/CIO
Meeting Date:	September 15, 2020
Agenda Item No.:	3-1.9/9-2020
Resolution Authorizing the Award of a Renewal for Maintenance Agreement	

WHEREAS, Essex County College needs to renew maintenance for **\$15,471.25** to **Non-SBE/MBE/WBE Oracle America, Inc.**, P.O. Box 203448, Dallas, Texas 75320 for Oracle FS1-2 Storage Hardware Technical Support for the period of September 8, 2020 through September 7, 2021, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(19), Providing 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 Law (N.J.A.18A:64A of NJ statues) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose;

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve renewal maintenance with **Non-SBE/MBE/WBE Oracle America, Inc.**, P.O. Box 203448, Dallas, Texas 75320 for **\$15,471.25** for Oracle FS1-2 Storage Hardware Technical Support for the period of September 8, 2020 through September 7, 2021;
2. This maintenance renewal is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(19);
3. This maintenance renewal is being awarded "Non-Fair and Open"
4. Specific line item against which this renewal is to be charged is as follows:
10-1723-7620 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$36,400.00 – SmartEvals, LLC. (Non-SBE/MBE/WBE)
Contact:	John Runfeldt / Executive Director, Institutional Effectiveness, Planning & Assessment
Meeting Date:	September 15, 2020
Agenda Item No.:	3-1.10/9-2020 COVID-19
Resolution Authorizing the Award of Three-Year Contract for Electronic Course Evaluation Software Platform	

WHEREAS, Essex County College needs to approve a three-year contract in the total amount of **\$31,595.00** to **Non-SBE/MBE/WBE SmartEvals, LLC.**, 435 Cleveland Drive, Cheektowaga, New York, 14225 for Electronic Course Evaluation Software Platform for the period of October 1, 2020 to September 30, 2023, considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(19) Providing goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and systems development of the hardware; and

WHEREAS, The County College Law (N.J.A.18A:64A-25.19) requires that if the contracting agent deems it impractical to solicit competitive quotations or having sought such quotations determines that the award should not be based on the lowest quotation received, the contracting agent shall file a statement of explanation of the reason or reasons therefor. Therefore, the Purchasing Department keeps on file a statement of explanation provided by the Executive Director of Institutional Effectiveness, Planning & Assessment to said contract;

WHEREAS, The County College Law (N.J.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose;

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

- The Essex County College Board of Trustees is hereby authorized and directed to approve a contract with **Non-SBE/MBE/WBE SmartEvals, LLC.**, 435 Cleveland Drive, Cheektowaga, New York, 14225 for Electronic Course Evaluation Software Platform for the following fiscal year:

<u>Period Term</u>	<u>\$Amount</u>
10/01/2020 – 9/30/2021	\$10,000.00 + \$995.00 (One Time Fee) = \$10,995.00
10/01/2021 – 9/30/2022	\$10,200.00
10/01/2022 – 9/30/2023	\$10,200.00
- This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(19);
- This contract is being awarded “Non-Fair and Open”
- Specific line item against which this contract is to be charged is as follows:
10-0219-7795 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	September 15, 2020
Agenda Item No.:	4-1/9-2020

RECOMMENDATION: It is recommended that the Board of Trustees accept the retirement of the individual(s) listed, effective on the date indicated:

<u>Name</u>	<u>Title</u> <u>Department</u>	<u>Unit</u>	<u>Hire Date</u>	<u>Effective Date</u>
Barbara Pogue	Professor Art	Faculty	01/05/1970	09/30/2020
Rita Willis	Instructor, Librarian Martin Luther King Library	Faculty	10/01/1994	09/30/2020

FISCAL NOTES: The impact of this recommendation is undetermined at this time.

RESOLUTION: The Board of Trustees of Essex County College accepts the retirement of the individual(s) listed, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Acting / Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	September 15, 2020
Agenda Item No.:	4-2/9-2020

RECOMMENDATION: It is recommended that the Board of Trustees accept the resignation of the individual(s) listed, effective on the date indicated:

<u>Name</u>	<u>Title</u> <u>Department</u>	<u>Unit</u>	<u>Hire Date</u>	<u>Effective Date</u>
Dr. Anthony Munroe	College President	Administrative Confidential	05/16/2017	09/30/2020
Sanjay Ramdath	Executive Director Enrollment Management	Administrative Confidential	11/13/2017	09/14/2020
Chanda Webb	Academic Advisor - Transfer Students Student Development and Counseling	Professional	02/04/2013	09/18/2020
Dominique Garcia	Teacher Assistant Child Development Center	Support Staff	01/02/2019	09/08/2020

FISCAL NOTES: The impact of this recommendation is undetermined at this time.

RESOLUTION: The Board of Trustees of Essex County College accepts the resignation of the individual(s) listed, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Acting / Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Supplement
Contact:	Syrion Jack, Deputy General Counsel / Chief Compliance Officer
Meeting Date:	September 15, 2020
Agenda Item No.:	4-3/9-2020

RECOMMENDATION: It is recommended that the Board of Trustees approve the payment of supplements.

BACKGROUND AND RATIONALE: Each semester faculty and staff are selected to complete duties in addition to the responsibilities of their full-time positions at the College. The following supplement is recommended for the individuals listed below:

<u>Name</u>	<u>Amount</u>	<u>Additional Responsibilities</u> <u>Effective and Expiration Dates</u>
Karen Bridgett	\$5,000	Deputy Title IX Coordinator Human Resources 07/01/2020 – 06/30/2021
Patricia Slade	\$5,000	Deputy Title IX Coordinator Students 07/01/2020 – 06/30/2021

FISCAL NOTES: The recommended supplement is included within the Departments' annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the payment of supplements.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Acting / Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	College's Table of Organization
Contact:	Dr. Augustine Boakye, Acting/Interim President
Meeting Date:	September 15, 2020
Agenda Item No.:	4-4/9-2020

RECOMMENDATION: It is recommended that the Board of Trustees approve the College's updated Table of Organization.

BACKGROUND AND RATIONALE: In accordance with New Jersey Administrative Code (NJSA) Title 9A – Higher Education (9A: 1-1.6 (d) 4 (i)), the Chief Executive Officer holds the responsibility *inter alia* for the organization and administration of the institution, including the organizational structure, and for establishing academic/administrative regulations and procedures dealing with that structure.

To that end, the Acting/Interim President has led the College's reorganization since July 21, 2020 and has worked with senior management to recalibrate the institution by aligning titles with positions and functions, establishing a clear management structure, and determining the disposition of personnel for optimum fulfillment of the College's mission and its strategic goals and objectives. The Table of Organization that is presented here has been revised to reflect the current and correct positions, titles, and reporting lines in the College's organizational structure.

FISCAL NOTES: There are no costs associated with the finalization of the College's Table of Organization.

RESOLUTION: The Board of Trustees approves the College's updated Table of Organization.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Acting / Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: EOF Grant
Contact:	Dr. Elvy Vieira, Dean of Community, Continuing Education & Workforce Development
Meeting Date:	September 15, 2020
Agenda Item No.:	7-1.1/9-2020

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept the total funding amount of \$2,293,829.73 from the New Jersey Office of the Secretary of Higher Education, Educational Opportunity Program (NJ OSHE/EOF).

- \$71,473.65 for Summer Programs 2020, Article III Program Support and Cost of Education for New and Returning students
- \$4,234.08 for Article IV, Summer Program Support
- \$177,419.00 for 5th Quarter program funding, Article IV, July 1, 2020 through September 30, 2020
- \$532,303.00 for F/Y 21 Program funding, Article IV, from October 1, 2020 through June 30, 2021
- \$1,508,400.00 for A/Y 2020 – 2021 Student Undergraduate Grants Funding (Article III)

BACKGROUND AND RATIONALE: The Educational Opportunity Fund Program (EOF) is a State of New Jersey funded program of comprehensive support services for low income college students. The program assists over 1,500 students per year with intensive counseling, advisement, tutoring and funds.

FISCAL NOTES: There is no impact on college funding.

RESOLUTION: The Board of Trustees of Essex County College accepts funding from the New Jersey Office of the Secretary of Higher Education (NJ OSHE/EOF) in the amount of \$2,293,829.73 to provide the college's EOF summer programs, the academic year EOF college support program and student grants.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: Scaling Apprenticeships through Sector Based Strategies
Contact:	Grant (NJ Health Works) Dr. Elvy M. Vieira, Dean, Comm, Cont. Ed & Workforce Dev.
Meeting Date:	September 15, 2020
Agenda Item No.:	7-1.2/9-2020

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the agreement between Bergen Community College and Essex County College to enable the parties to facilitate training and apprenticeship opportunities in health professions for fiscal year July 15, 2020 to July 14, 2021. It is also recommended that the Board of Trustees of Essex County College accept the grant in the amount of \$394,020 for Year 2 received as part of the consortium for the grant to be utilized to provide the above mentioned services. This is a four year grant and the total amount received by the consortium is \$12 million and the total amount allocated for Essex County College for 4 years is \$623,440.

BACKGROUND AND RATIONALE: The Training, Inc. program will be partnering with Bergen Community College in providing vocational training in the Allied Health Careers to individuals that qualify under the USDOL grant guidelines. This is a four year grant which was awarded by the US Dept. of Labor to the Scaling Apprenticeship through Sector Based Strategies Grant project which New Jersey Health Professions Pathways to Regional Excellence Project (NJ-Prep) which consists of 13 Community Colleges. Bergen Community College is the lead agency for this grant. Essex County College was awarded a total of \$623,440 for 4 years.

FISCAL NOTES: The costs associated with the program are funded by the grant.

RESOLUTION: The Board of Trustees of Essex County College approves the agreement between Bergen Community College and Essex County College to enable the parties to facilitate training and apprenticeship opportunities in health professions for fiscal year July 15, 2020 to July 14, 2021. The Board of Trustees of Essex County College accepts the grant in the amount of \$394,020 for Year 2 received as part of the consortium for the grant to be utilized to provide the above mentioned services.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Memorandum of Understanding: 1199J
Contact:	Dr. Elvy M. Vieira, Dean, Comm., Cont. Ed & Workforce Dev.
Meeting Date:	September 15, 2020
Agenda Item No.:	7-1.3/9-2020

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the MOU between Essex County College and 1199J. The agreement is to implement a comprehensive apprenticeship model with 2 cohorts of 10 students each for healthcare programs for low income, underserved and underemployed population. 1199J will be paid \$350 per person not to exceed \$7,000 for the purpose of aforementioned services.

BACKGROUND AND RATIONALE: The Training, Inc. program has a long history of soliciting and securing funding from various foundations and public agencies. Training, Inc., as part of the consortium with Bergen Community College is a recipient of the US DOL funded Apprenticeship grant. The grant amount allocated is \$650,000 for four years.

FISCAL NOTES: The costs associated with the program are funded by the grant.

RESOLUTION: The Board of Trustees of Essex County College approves the MOU between Essex County College and 1199J to implement a comprehensive apprenticeship model with 2 cohorts of 10 students each for healthcare programs for low income, underserved and underemployed population. 1199J will be paid \$350 per person not to exceed \$7,000 for the purpose of aforementioned services

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Contract for Services: Newark Day Center
Contact:	Dr. Keith Kirkland, Dean of Student Affairs
Meeting Date:	September 15, 2020
Agenda Item No.:	7-1.4/9-2020

RECOMMENDATION: It is recommended that the Board of Trustees approve the contracts with Newark Day Center to provide child care services to residents of the City of Newark, New Jersey under the Abbott Program for the period of September 1, 2020 through June 30, 2021.

BACKGROUND AND RATIONALE: Essex County College has worked cooperatively with the Newark Day Center since 2005 and has offered child care services under the Abbott Program through Newark Public Schools for children between the ages of three and four years of age. Through the Abbott Program, our college will receive instructional and indirect costs for three classrooms of fifteen pre-school children per class for residents from the City of Newark, New Jersey. This service agreement allows for the continuation of these services to this agency and extends our outreach to the community.

FISCAL NOTES: There is no fiscal impact on the college.

RESOLUTION: The Board of Trustees approves the contract with Newark Day Center to provide child care services to residents of the City of Newark, New Jersey under the Abbott Program for the period of September 1, 2020 through June 30, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Partner Agreement: Early Head Start/Child Care
Contact:	Dr. Keith Kirkland, Dean of Student Affairs
Meeting Date:	September 15, 2020
Agenda Item No.:	7-1.5/9-2020

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve funding, not to exceed of \$61,368.00, for a partner agreement between Union Township Community Action Organization, Inc. and Essex County College to provide Head Start Child Care services under the United States Department of Health and Human Service Early Head Start/Child Care Partnership grant for the period July 1, 2020 to August 31, 2021.

BACKGROUND AND RATIONALE: Essex County College has been providing child care services to students and the community for over twenty years. This request represents the fourth year of participation in this five-year grant. This partnership allows our college to continue to expand child care services to head start eligible parents and offset operating costs at our Child Care Center.

FISCAL NOTES: There is no fiscal impact on the college.

RESOLUTION: The Board of Trustees of Essex County College approves funding, not to exceed of \$61,368.00, for a partner agreement between Union Township Community Action Organization, Inc. and Essex County College to provide Head Start Child Care services under the United States Department of Health and Human Service Early Head Start/Child Care Partnership grant for the period July 1, 2020 to August 31, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Acting/Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 15, 2020	