



PASSAIC COUNTY COMMUNITY COLLEGE • 973 684-5900
ONE COLLEGE BOULEVARD, PATERSON, N.J. 07505-1179

OFFICE OF THE PRESIDENT

PASSAIC COUNTY COMMUNITY COLLEGE

Attached are the Board resolutions passed at the July 17, 2018 Board of Trustees meeting. If you have any questions, please call me.

STEVEN ROSE, Ed.D.
SECRETARY
BOARD OF TRUSTEES

**BOARD OF TRUSTEES
PASSAIC COUNTY COMMUNITY COLLEGE
AGENDA**

At 7:00 p.m. on Tuesday, July 17, 2018, the Board of Trustees of Passaic County Community College will hold a regular meeting. The meeting will take place in Room W125, Passaic County Community College, Wanaque Academic Center located at 500 Union Avenue, Wanaque, New Jersey. The public is invited to attend, per the Open Public Meetings Act, N.J.S.A. 10:4-6. In addition, the Board will meet in executive session to discuss such issues as are allowed pursuant to NJSA 10:4-12. A copy of the agenda and packet are available for public inspection.

**CALL TO ORDER
ROLL CALL**

CONSIDERATION OF MINUTES – June 19, 2018

PRESENTATION:

1. *“Blockchain: A Use Case Analysis”*

REPORTS

President: Significant Activities
 Passaic County Community College 2018 Annual Data Dashboard
Chairman

DISCUSSION AGENDA

- A. **BUSINESS ITEMS**
 Proposed-Revised Fiscal Year 2019 Operating Budget
 Purchases of Goods and Services
- B. **PERSONNEL ITEMS**
- C. **POLICY MATTERS**
 FIRST READING: D104-~~Basic Skills Testing~~ PLACEMENT
- D. **SPECIAL RECOGNITION**

EXECUTIVE SESSION

Discussion of personnel, contract matters, and matters protected by attorney-client privilege
Forward Bond Purchase

ACTION ITEMS - Consent Resolution

- A. **Business Items**
 Proposed-Revised Fiscal Year 2019 Operating Budget
 Purchases of Goods & Services
- B. **Personnel Items**
- C. **Policy Matters**
 FIRST READING: D104-~~Basic Skills Testing~~ PLACEMENT
- D. **Special Recognition**
 Tabitha-Anne Bloodsaw, Alumni Representative
- E. **Individual Resolution**
 Forward Bond Purchase

REMARKS: PUBLIC; TRUSTEES

ADJOURNMENT

The following are the minutes of the Board of Trustees of Passaic County Community College, One College Boulevard, Paterson, New Jersey, held on Tuesday, June 19, 2018.

CALL TO ORDER

President Rose stated that notice of the meeting was mailed to the Herald News, the Record, the Office of the County Clerk, and posted on the bulletin board of the College Boulevard building on November 20, 2017.

Chairman Nutter stated that inasmuch as adequate notice of the meeting had been given, the meeting was called to order at 7:00 p.m. A copy of the agenda was reviewed and available for public inspection.

ROLL CALL

Deborah E. Ciambrone
Richard A. DuHaime
Yolanda Esquiche*
Alonzo Moody

Sharon C. Smith
Tabitha-Anne Bloodsaw, Alumni Representative
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman
Harvey J. Nutter, Chairman

Absent

Patricia Kebrdle
Dennis F. Marco
Ronak Trivedi

*Arrived 7:02

CONSIDERATION OF MINUTES – May 15, 2018

Chairman Nutter asked for a motion on Resolution #1 – Consideration of Minutes for May 15, 2018; moved by Trustee Ciambrone; seconded by Trustee Moody. Upon roll call, Resolution #1 passed with Trustee Tanis “abstaining” and all other members present voting “yes.”

PRESENTATIONS

“This is our Paterson: Discovering and Redefining the Silk City”

Dr. Martha Brozyna, Assistant Professor, History, and Alexandra Della Fera, Assistant Professor, English, in a joint presentation, spoke about a grant they were awarded in December,

2017 from the National Endowment for Humanities entitled, “*This is our Paterson: Discovering and Redefining the Silk City.*” The grant was in the amount of \$100,000, and it was emphasized that the grant had to pertain to Paterson, which provided an intra-disciplinary approach to teaching English Literature and History. Professor Della Fera stated that they wanted the students to look at Paterson in a positive light, being proud of the rich history Paterson has and the many things it has to offer. The two collaborated with The Passaic County Historical Society, which is located in Lambert Castle, as well as the Paterson Museum, the Paterson Public Library, which has an art gallery housing the Hobart Collection, the Great Falls and the American Labor Museum. Dr. Brozyna stated there was so much material in storage in these buildings that needs to be cataloged that an opportunity for the College’s Phi Theta Kappa and/or Honors students could do community service cataloging the stored information.

Professor Della Fera continued with how she was incorporating Paterson through course work showing the students that there are many different areas they can write about that opens an avenue for change through their writing. She mentioned they have created a website with three sections. The first section is a Blog where students can write comments, stories and poetry. She emphasized how special the students felt when Ms. Maria Mazziotti Gillan, Executive Director of Cultural Affairs and The Poetry Center, responded to them on their Blog.

The second was the Archives where all the digitalization the students were working on would be located for anyone to see. And the third section was the video interviews the student have been conducting amongst themselves, in the community, and with a local poet. They also mentioned the students would be documenting the lives of Patersonians and collecting artifacts of their lives to include in their respective research.

In addition to the above, the PTK and Honors in Action Program have joined in to collect artifacts and information for the project. The professors noted that the students were enjoying the projects and have been using their cell phones to film events. Professor Della Fera stated an instructor from Felician University running a minor in Paterson Urban Studies would like to collaborate with the College along with Rutgers University. Mr. Todd Sorber, Vice President of Institutional Advancement, has applied for a second grant which would give the resources to continue the project. Dr. Brozyna passed out her business card to each trustee to contact them if they have anything to offer towards their research.

A brief question and answer session took place.

REPORTS

President/Chairman: None

DISCUSSION AGENDA

The following items were approved for placement on the Action Items agenda.

A. Business Items

Proposed FY2019 Tuition and Fees Schedule

President Rose presented the Proposed FY2019 Tuition and Fees Schedule, stating there was an increase of slightly over 2%. This increase was an appropriate balance between meeting the needs of the College and not placing too heavy a burden on students. He emphasized that the increase in Health Benefits alone would necessitate a 3 percent increase. He also stated that he testified before the Senate Committee on changes to the State Health Benefit program.

President Rose praised Mr. Steven Hardy, Vice President for Finance and Administrative Services, and Dr. Jacqueline Kineavy, Senior Vice President for Academic and Student Affairs, for the time and effort they put in to keeping fees to a minimum. President Rose stated the College always tries to keep costs down to benefit the students.

Purchases of Goods and Services

The following goods and services, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et seq and NJSA18A:64A-25 et al. are so noted and recommended. President Rose stated he would be happy to answer any questions that the Board may have.

- Audio-Visual Hardware
- Communications Equipment
- Information Technology Services
- Information Technology Hardware Maintenance and Support
- Utility Services
- Water and Sewer Service
- Office Supplies
- Property Rental
- Information Technology Software Licensing and Maintenance
- Advertising (Bus Advertisements)
- Food Supplies (Cafeteria)
- Postage
- Textbooks
- Request for Proposal 19-02 – Bus Transportation
- Request for Proposal 19-04 – Banking Services
- Request for Proposal 19-09 – Online Admissions Software

Personnel Items

The personnel items were pending the outcome of the Executive Session discussion.

EXECUTIVE SESSION

Chairman Nutter asked for a motion to go into executive session at 7:37 p.m.; moved by Trustee Tanis; seconded by Trustee Esquiche. Chairman Nutter stated that the Board would meet in Executive Session about twenty minutes to discuss personnel, contract matters, and matters protected by attorney-client privilege, and that no action would be taken in executive session. Upon roll call, the motion to go into executive session was approved by all members present voting "yes."

ROLL CALL

Deborah E. Ciambrone
Richard A. DuHaime
Yolanda Esquiche
Alonzo Moody

Sharon C. Smith
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman
Harvey J. Nutter, Chairman

Absent

Patricia Kebrdle
Dennis Marco
Ronak Trivedi

Chairman Nutter called the meeting to order at 8:05 p.m., stating that the Board met in Executive Session to discuss personnel, contract matters, and matters protected by attorney-client privilege, and that no action was taken in executive session.

PUBLIC HEARING

Proposed FY 2018-2019 Tuition and Fees Schedule

At this time, Chairman Nutter opened the floor for comments on the Proposed FY 2018-2019 Tuition and Fees Schedule. Hearing none, this portion of the meeting was closed.

ACTION ITEMS AGENDA

Consent Resolution

Chairman Nutter asked for a motion on Resolution #2 - Consent Agenda Items A and B. Trustee Ciambrone moved Resolution 2; seconded by Trustee Moody. Upon roll call, Resolution #2 passed with all members present voting "yes".

A. BUSINESS ITEMS

The Proposed FY2019 Tuition and Fees Schedule, as presented and outlined in the attachment.

The following goods and services, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et seq. and NJSA 18A:64A-25, are so noted and recommended.

Audio-Visual Hardware (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract Pricing) (Funding Source: FY-2018 College Capital Funds; \$62,694.10 Available)
Video-Teleconferencing equipment. NJ State Contract 81123.

Tele-Measurements, Inc. 145 Main Avenue Clifton, NJ 07014	\$36,892.00 (Recommended Award)
---	--

Communications Equipment (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract Pricing) (Funding Source: FY-2018 College Capital Funds; \$121,725.93 Available)
Radio system upgrade for all campuses. NJ State Contracts 83905/83909.

Electronic Systems Solutions, Inc. 141 River Road #6 Nutley, NJ 07110	\$83,165.40 (Recommended Award)
---	--

Information Technology Services (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from Governmental Board, Body, Agency or Authority) (Funding Source: FY-2019 College Operating Funds; \$72,000.00 Budgeted)
Internet service costs and membership dues for FY-2019.

NJEdge P.O. Box 18110 Newark, NJ 07191	\$58,468.00 (Recommended Award)
--	--

Information Technology Hardware Maintenance and Support (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing) (Funding Source: FY-2019 College Operating Funds; \$457,255.00 Budgeted)

Maintenance for routers, firewalls and network switches. Fulfillment Agent for NJ State Contract 87720.

Aspire Technology Partners **\$36,087.95**
25 James Way **(Recommended Award)**
Eatontown, NJ 07724

Utility Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (8) – Public Utility)

(Funding Source: FY-2018 College Operating Funds; \$23,300.00 Available)

Adjustments to estimated amounts FY-2018.

Water and Sewer Service **\$23,300.00**
(New Total: \$141,300)
(Recommended Award)

Service Providers

Passaic Valley Water Commission	\$73,000.00
Township of Wayne	\$5,000.00
Borough of Wanaque	\$41,800.00
City of Paterson	\$21,500.00

Office Supplies (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract Pricing) (Funding Source: FY-2018 College Operating Funds; \$350,285.00 Budgeted)

Adjustment to estimated amount FY-2018. Price match against State Contract 88839.

Staples Advantage **\$15,000.00**
163 Madison Avenue **(New Total: \$75,000)**
Morristown, NJ 07960 **(Recommended Award)**

Property Rental (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from Governmental Board, Body, Agency or Authority) (Funding Source: FY-2018 College Operating Funds; \$43,550.89 Available)

Rental cost for College bookstore. Adjustment to estimated amount FY-2018 to reflect cost increase effective April 2018.

City of Paterson Parking Authority **\$2,221.11**
125 Van Houten Street **(New Total: \$76,258.95)**
Paterson, NJ 07505 **(Recommended Award)**

Information Technology Software Licensing and Maintenance (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or Services for proprietary computer hardware, software, or systems) (Funding Source: FY-2019 College Operating Funds; \$220,500.00 Budgeted)

Renewal of payroll and time management software systems. Estimated Amount FY-2019.
Business Entity & Political Contribution disclosures required.

ADP, LLC **\$220,500.00**
One ADP Blvd. **(Recommended Award)**
Roseland, NJ 07068
Advertising (Bus Advertisements) (Public Bid Exception per NJSA 18A:64A-25.5 a. (20) –
Advertising) (Funding Source: FY-2019 College Operating Funds; \$193,000.00 Budgeted)
Estimated amount FY 2019. Business Entity & Political Contribution disclosures required.

Intersection Media, LLC **\$25,000.00**
10 Hudson Yards, 26th Fl. **(Recommended Award)**
New York, NY 10001

Food Supplies (Cafeteria) (Public Bid Exception per NJSA 18A:64A-25.5 a. (7) – Food
Supplies and Services) (Funding Source: FY-2019 College Operating Funds; \$286,125.00 Budgeted)
Estimated amounts for FY-2019. Business Entity & Political Contribution disclosures required.

Imperial Bag & Paper Co., LLC **\$37,000.00**
255 Route 1 and 9 **(Recommended Award)**
Jersey City, NJ 07306

Performance Food Service **\$150,000.00**
1 Ikea Drive **(Recommended Award)**
Elizabeth, NJ 07207

Cardinal Foods, LLC **\$50,000.00**
505B Jefferson Ave. **(Recommended Award)**
Secaucus, NJ 07094

National Food Group, Inc. **\$20,000.00**
46820 Magellan Dr., Ste. A **(Recommended Award)**
Novi, MI 48377

Liberty Coca-Cola **\$20,000.00**
118 Moonachie Ave. **(Recommended Award)**
Carlstadt, NJ 07072

Postage (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from government board,
body, agency or authority) (Funding Source: FY-2019 Grant Funds and College Operating Funds)
Estimated amount FY-2019.

United States Postal Service
PO Box 7274
Philadelphia, PA 19170

\$125,000.00
(Recommended Amount)

Textbooks (Public Bid Exception per NJSA 18A:64A-25.5 a. (6) – Textbooks)
(Funding Source: FY-2019 Grant Funds and College Operating Funds)
Estimated Amount FY-2019. Business Entity & Political Contribution disclosures required.

Follett Higher Education Group, Inc.
3 Westbrook Corporate Center, Suite 200
Westchester, IL 60154

\$325,000.00
(Recommended Award)

Request for Proposal 19-02 – Bus Transportation (Public Bid Exception per NJSA 18A:64A-25.5 a. (23) – Travel) (Funding Source: FY-2019 Grant Funds and College Operating Funds)
Estimated amounts FY-2019 and FY-2020. The pricing compared is a cost per service. FY-2020 expenditures contingent on future budget approvals.

Panorama Tours
45 Somerset Place
Clifton, NJ 07012

\$55,000.00 (FY-2019)
\$55,000.00 (FY-2020)
(Recommended Award)

Request for Proposal 19-04 – Banking Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (1) – Professional Services) (Funding Source: Not applicable)
Banking services for FY-2019 and FY-2020. Interest and rebates offset costs for service and provide net revenue.

PNC Bank
Two Tower Center Boulevard
East Brunswick, NJ 08816

Request for Proposal 19-09 Online Admissions Software (Below Public Bid threshold)
(Funding Source: FY-2019 College Operating Funds; \$43,000.00 Budgeted)
Estimated amount FY-2019. Pricing includes set subscription pricing as well as cost per service.

Fire Engine Red
P.O. Box 1017
Havertown, PA 19083

\$30,000.00
(Recommended Award)

B. PERSONNEL ITEMS

- I. Separations: A: Ganelle Hickman, Secretary, Industry Center Project

B: Albert Clark, Evening Supervisor, Security
C: Andre Sayegh, Director, Job Readiness, Workforce NJ Retail Hub
D: Jonathan Reyes, Senior Research Analyst, Institutional Research

- II. Leave of Absence Without Pay
- III. Appointments:
 - A: Gaytri Nehrusingh-Pajerowski, Coordinator, EOF Resource Center
 - B: Faith Kallert, Acting Assistant Director, Contract and Customized Training, Continuing Education
 - C: Katherine Thurman, Instructor, Humanities/Social Sciences
- IV. Grant Support Staff Reappointment and Salary, FY 2018-2019
- V. Exempt Support Staff Salaries, FY 2018-2019
- VI. Exempt Administrator Salaries, FY 2018-2019
- VII. Grant Administrator Reappointments, FY 2018-2019
- VIII. Grant Administrator Salaries, FY 2017-2018
- IX. Grant Administrator Salaries, FY 2018-2019
- X. Appointment of Child Development Center Grant Employees, FY 2018-2019
- XI. Faculty Promotions:
 - Alexandra Della Fera, English to Associate Professor
 - Parsha Hobson, Radiography, to Professor
- XII. Modification to President's Contract
- XIII. Coach Salaries/Stipends, FY 2018-2019
- XIV. Faculty Association Labor Contract
- XV. Part-time/Temporary Appointments

REMARKS

Public: Professor Merille Siegel, Professor and Chair, Computer Information Sciences Department, and Faculty Association President, thanked the Board for approving both the faculty promotions and the Faculty Association Agreement, and for their continued support. She also commented on the good negotiations skills of President Rose.

Trustees: Ms. Tabitha Bloodsaw thanked the Board and President Rose for the role she had as Alumni Representative to the Board, and they thanked her in turn for her service and wished her well in all her future endeavors.

ADJOURNMENT

Chairman Nutter asked for a motion to adjourn the meeting at 8:08 p.m.; moved by Trustee Ciambrone; seconded by Trustee Moody. Upon roll call, the motion to adjourn the meeting passed unanimously with all members present voting "yes."

PASSAIC COUNTY COMMUNITY COLLEGE
Resolution #1 – CONSIDERATION OF MINUTES

Offered by CIAMBRONE Seconded by TANIS

Board of Trustees	Yes	No	Abstain	Absent
Ciambrone	X			
DuHaime	X			
Esquiche				X
Kebrdle			X	
Marco			X	
Moody	X			
Pearce				X
Smith				X
Trivedi			X	
Tanis	X			
Nutter	X			

CONSIDERATION OF MINUTES

BE IT RESOLVED that the Board of Trustees of Passaic County Community College hereby approves the minutes of the June 19, 2018 Board of Trustees meetings, as presented.

DATED: JULY 17, 2018

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, C, and D

Offered by TANIS Seconded by TRIVEDI

	Yes	No	Abstain	Absent
Board of Trustees				
Ciambrone	X			
DuHaime	X			
Esquiche				X
Kebrdle	X			
Marco	X			
Moody	X			
Pearce				X
Smith				X
Trivedi	X			
Tanis	X			
Nutter	X			

BE IT RESOLVED that the Board of Trustees of Passaic County Community College, upon the recommendation of the President, hereby approves the following actions:

A. BUSINESS ITEMS

The Proposed-Revised FY2019 Operating Budget, as presented.

The following goods and services, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et seq. and NJSA 18A:64A-25, are so noted and recommended.

Information Technology Software Licensing and Maintenance (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or Services for proprietary computer hardware, software, or systems) (Funding Source: FY-2019 College Operating Funds; \$457,255.00 Available)
Year three of a five year contract term; pricing is per the contract. Business Entity and Political Contribution disclosures required.

Ellucian Company, LP
2003 Edmund Halley Drive, Suite 500
Reston, VA 20191

\$262,448.00
(Recommended Award)

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, C, and D

Information Technology Software Licensing and Maintenance (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or Services for proprietary computer hardware, software, or systems) (Funding Source: FY-2019 College Operating Funds; \$295,000.00 Available)
Estimated licensing and maintenance costs for Blackboard *Learn* software systems. Business Entity and Political Contribution disclosures required.

Blackboard, Inc. **\$165,200.00**
1111 19th Street NW, 9th Floor **(Recommended Award)**
Washington, DC 20036

Employee Health Insurance (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from Governmental Board, Body, Agency or Authority) (Funding Source: FY-2019 College Operating and Grant Funds; \$5,300,000 Available; \$1,400,000.00 Employee Contribution Budgeted)
Estimated amount FY-2019. Employee contribution of \$1,400,000 to be recouped through payroll deduction.

New Jersey Division of Pension and Benefits **\$6,700,000.00**
Health Insurance **(Recommended Award)**

Property Rental (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from Governmental Board, Body, Agency or Authority) (Funding Source: FY-2019 College Operating Funds; \$78,546.66 Available)
Bookstore property rental.

City of Paterson Parking Authority **\$78,546.66**
125 Van Houten Street **(Recommended Award)**
Paterson, NJ 07505

Office Supplies (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract Pricing) (Funding Source: FY-2019 College Operating Funds; \$338,331.00 Available)
Estimated amount FY-2019. Price match against State Contract 88839.

Staples Advantage **\$80,000.00**
163 Madison Avenue **(Recommended Award)**
Morristown, NJ 07960

Utility Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (8) – Public Utility)
(Funding Source: FY-2019 College Operating Funds; \$1,675,000.00 Available)

Estimated amounts FY-2019

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, C, and D

Gas and Electric Service **\$1,444,000.00**
(Recommended Award)

Service Providers

Public Service Electric & Gas	\$419,000.00
Direct Energy	\$412,000.00
Constellation Energy	\$357,000.00
South Jersey Gas	\$110,000.00
Jersey Central Power and Light	\$146,000.00

Water and Sewer Service **\$142,000.00**
(Recommended Award)

Service Providers

Passaic Valley Water Commission	\$73,000.00
Township of Wayne	\$5,000.00
Borough of Wanaque	\$42,000.00
City of Paterson	\$22,000.00

Student Accident Insurance (Public Bid Exception per NJSA 18A:64A-25.5 a. (11) – Insurance) (Funding Source: FY-2018 College Operating Funds; \$48,000.00 Available)
Student accident insurance for Athletics programs.

Bollinger Specialty Group	\$15,400.00
200 Jefferson Park	(Recommended Award)
Whippany, NJ 07981	

Request for Proposal 18-04 STEM Coach Training Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (15) – Professional Consulting Services) (Funding Source: Science, Technology, Engineering and Mathematics (STEM) Pathways Grant; \$100,000.00 Available)
Balance of contract. Initial partial award of \$50,000 was made in October 2017.

Inside Track, Inc.	\$99,560.00
1620 Montgomery Street, Suite 230	(New total \$149,560.00)
San Francisco, CA 94111	(Recommended Award)

JPC Bid FY17JPC-42 – Laboratory and Medical Supplies
(Funding Source: FY-2019 College Operating Funds; \$65,000.00 Available)

Various small dollar value laboratory and medical supplies for Science curriculum. FY-2019 estimated amount. New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) Contract.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, C, and D

J&H Berge
4111 S Clinton Avenue
South Plainfield, NJ 07080

\$35,100.00 (Estimated)
(Recommended Award)

NJEdge RFP 12-71 - Voice Time-Division Multiplexing (TDM) Telephone Services

(Funding Source: FY-2019 College Operating Funds, \$50,000.00 Available; Tenant Reimbursement, \$15,000.00 Budgeted)

Estimated amount for FY-2019. Partially reimbursed by tenants.

Broadview Networks
PO Box 149
Port Chester, NY 10573

\$65,000.00 (Estimated)
(Recommended Award)

ESCNJ Bid # 17/18-16 –Furniture and Accessories

(Funding Source: FY-2019 College Capital Funds, \$326,516.00 Available)

Furnishing for College Cafeteria renovations. Educational Services Commission of New Jersey
(ESCNJ) Bid # ESCNJ 17/18-16

KI
1330 Bellevue Street
Green Bay, WI 54302

\$48,307.12
(Recommended Award)

Johnson Business Products
301 Greenwood Avenue
Midland Park, NJ 07432

\$28,953.40
(Recommended Award)

B. PERSONNEL ITEMS

I. Appointments

- Tanya DaSilva, Assistant Director, WOIA & WorkFirst NJ (Grant)
- Moses Parker, Coordinator of Workforce Development (Grant)
- Douglas Ramirez, Job Developer and Work Readiness Coord (Grant)
- Giovanna Rendon Rodriguez, Staff Asst, CE and Workforce Dev
- Joshua Sabatini, Instructor, Chemistry
- Janet Albrecht, Acting Executive Director, CE and Workforce Dev
- Robert Salvato, Director, Adult Education and Career Pathways
- Rukshana Subhan, Program Coordinator, NJ Prep (Grant)
- Isabel Polanco, Staff Assistant, Adult Education (Grant)
- Nicole Palmer, Student Development Specialist (PAC)
- Luigi Nucci, Mechanical Services HVAC Technician
- James Diamond, Custodian/Handyperson
- Robert Kassabian, Director, Virtual Infrastructure

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, C, and D

- II. Child Development Center Grant Employee Salaries 2018-2019
- III. Part-time/Temporary Appointments
- IV. Active Searches

C. POLICY MATTERS

FIRST READING, Board Policy D104 – Placement

D. SPECIAL RECOGNITION

Resolution to Tabitha-Anne Bloodsaw, 2017-2018 Alumni Representative to the Board.

PASSAIC COUNTY COMMUNITY COLLEGE

BOARD POLICY

D104 ~~BASIC SKILLS TESTING~~ PLACEMENT

Appropriate placement in college courses is vital to student success. To ensure appropriate placement in college courses and proficiency in reading, writing, and mathematics, all entering students are required to take the College's Placement Test and/or be evaluated through the use of multiple measures such as high school grade point average and rigor of previous academic work. Non-native speakers of English entering the English Language Studies program must take the ELS Placement Test to determine their level of English language proficiency.

Approved: 08/14/85
Revised: 11/27/89
Revised: 04/30/90
Amended: 12/17/13 (title change)
Amended:

RESOLUTION (#3) OF THE BOARD OF TRUSTEES OF PASSAIC COUNTY COMMUNITY COLLEGE APPROVING A FORWARD DELIVERY PURCHASE TRANSACTION WITH THE PASSAIC COUNTY IMPROVEMENT AUTHORITY; APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF ALL DOCUMENTS RELATED TO THE IMPLEMENTATION OF THE FORWARD DELIVERY PURCHASE TRANSACTION; AND AUTHORIZING CERTAIN OFFICERS OF PASSAIC COUNTY COMMUNITY COLLEGE TO DO ALL THINGS DEEMED NECESSARY OR DESIRABLE IN CONNECTION WITH THE UNDERTAKING AND IMPLEMENTATION OF THE FORWARD DELIVERY PURCHASE TRANSACTION

Offered by TRIVEDI Seconded by KEBRDLE

Board of Trustees	Yes	No	Abstain	Absent
Ciambrone	X			
DuHaime	X			
Esquiche				X
Kebrdle	X			
Marco			X	
Moody			X	
Pearce				X
Smith				X
Trivedi	X			
Tanis	X			
Nutter	X			

WHEREAS, the Board of Trustees (the “Board”) of Passaic County Community College (the “College”) has requested assistance from the Passaic County Improvement Authority (the “Authority”) for purposes of entering into a Forward Delivery Purchase transaction in connection with the potential refunding of the New Jersey Educational Facilities Authority Revenue Bonds, Passaic County Community College Issue, Series 2010 C (the “Refunded Bonds”) which Refunded Bonds were used to finance the construction of a new three story building having approximately 68,914 square feet for use in connection with the administration and operation of the College (the “Project”) on land owned by the College and located on the College’s campus in Paterson, New Jersey (the “Refunding Project”); and

WHEREAS, the Authority has offered to provide support and assistance to the College with respect to facilitating the financing of the Refunding Project; and

WHEREAS, in furtherance thereof, the Authority may issue and sell up to \$12,500,000 aggregate principal amount of its County Guaranteed Lease Revenue Refunding Bonds (Passaic County Community College Project), Series 2020 (the “Bonds”); and

WHEREAS, the Authority will grant NW Capital Markets LLC. (the "Underwriter"), pursuant to a forward delivery purchase agreement (the "Purchase Agreement"), a one-time irrevocable option, on a date to be determined as set forth in the Purchase Agreement (the "Notice Date") to elect to purchase from the Authority, and the Authority hereby agrees to issue and deliver to the Underwriter on a date to be determined as set forth in the Purchase Agreement (the "Delivery Date") upon the exercise by the Underwriter of such option (the "Purchase Option"), all or a portion of the Bonds for a purchase price equal to either, in the Underwriter's sole discretion, (i) an amount equal to the principal and redemption premium, if any, of the Refunded Bonds due on the redemption date specified by the Underwriter, or (ii) government securities for delivery on the Delivery Date in an amount sufficient so that the principal thereof, and interest thereon, will be sufficient to pay the principal and redemption premium, if any, of the Refunded Bonds on the redemption date specified by the Underwriter (in either instance, and upon the exercise of each option, the "Purchase Price"); and

WHEREAS, in consideration of the Purchase Option, the Purchaser hereby agrees to pay to the College an upfront fee to be set forth in the Purchase Agreement (the "Upfront Fee"), which Upfront Fee shall be net of the payment of all costs incurred in connection with the execution and delivery of the Bonds; and

WHEREAS, the Bonds shall be issued and delivered on the Delivery Date, for the purpose of currently refunding the Refunded Bonds and redeeming such Refunded Bonds on a redemption date or dates to be specified by the Underwriter on the Notice Date; and

WHEREAS, in order to exercise the Purchase Option, the Underwriter shall deliver written notice to the Authority on or prior to any Notice Date, which written notice shall specify (i) the Delivery Date and (ii) the aggregate principal amount of Refunded Bonds to be redeemed and (iii) the date fixed for the redemption of such Refunded Bonds; and

WHEREAS, the Underwriter shall use reasonable efforts to provide the Authority a notice of its intent to deliver such written notice set forth in the preceding sentence at least five (5) business days in advance of providing such written notice; and

WHEREAS, upon the exercise of the Purchase Option by the Underwriter, the Authority will deliver to the Underwriter the aggregate principal amount of the Bonds on the Delivery Date against payment of the Purchase Price therefor, payable in immediately available funds on the Delivery Date; and

WHEREAS, the Authority applied to the Local Finance Board of the State Department of Community Affairs, Division of Local Government Services ("Local Finance Board"), for review of the Refunding Project and the financing thereof with the proceeds of the Bonds and received the requisite approval from the Local Finance Board on July 11, 2018; and

WHEREAS, the Authority will issue the Bonds pursuant to the Act, a bond resolution entitled "BOND RESOLUTION OF THE PASSAIC COUNTY IMPROVEMENT AUTHORITY AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$12,500,000 AGGREGATE PRINCIPAL AMOUNT OF THE AUTHORITY'S COUNTY GUARANTEED LEASE REVENUE REFUNDING BONDS (PASSAIC COUNTY COMMUNITY COLLEGE PROJECT), SERIES 2020, IN ONE OR MORE SERIES, ON A TAX-EXEMPT BASIS; MAKING CERTAIN DETERMINATIONS AND APPROVALS WITH RESPECT TO SAID BONDS; AND AUTHORIZING CERTAIN ACTIONS" and adopted on July 17, 2018 ("Bond

Resolution”), and a Trust Indenture (the “Indenture”), to be entered between the Authority and a banking or trust company having trust powers in the State (“Trustee”); and

WHEREAS, the Bonds will be payable from certain lease payments to be received from the College pursuant to and in accordance with the terms and conditions set forth in the Lease Agreement between the Authority and the College (“Lease Agreement”); and

WHEREAS, the Bonds will be guaranteed by the County pursuant to a guaranty from the County (the “County Guaranty”) and repaid in accordance with a County Guaranty Agreement by and among the Authority, the Trustee and the County (the “County Guaranty Agreement”); and

WHEREAS, the College entered into a sublease with the State of New Jersey (the “State Lease”) and a separate sublease with the County of Passaic (the “County Lease”) pursuant to each of which the College leased the first and second floors of the three story building to the State and the County, respectively, as more specifically described in the State Lease and the County Lease for the operation of a “One Stop” Career Center; and

WHEREAS, the State Sublease and the County Sublease each have an initial term of 10 years and are renewable for 2 additional 10 year terms at the option of the State and County, respectively; and

WHEREAS, pursuant to the State Sublease and the County Sublease, the State and the County will each be obligated to pay annual rent in an amount sufficient, inter alia, in the aggregate to satisfy debt service on the Bonds during the term of such Subleases; and

WHEREAS, the obligations of the State and the County to pay annual rent pursuant to the State Sublease and the County Sublease, respectively, are subject to appropriation; and

WHEREAS, it is acknowledged that in the event the Underwriter does not exercise the Purchase Option by or on the last possible Notice Date with respect to all or a portion of the Refunded Bonds, the Bonds shall not be issued; and

WHEREAS, the Board has determined that it desirable and advantageous to the College and its students to authorize the undertaking and implementation of the Refunding Project; and

WHEREAS, the Board desires to authorize certain officers to approve and execute the Lease, the Purchase Agreement and all other necessary agreements, documents, instruments and certificates and to take all necessary action to undertake and implement the Refunding Project and the financing thereof;

NOW THEREFORE BE IT AND IT HEREBY IS RESOLVED, BY THE BOARD OF TRUSTEES OF PASSAIC COUNTY COMMUNITY COLLEGE AS FOLLOWS:

SECTION 1. The Board hereby approves the undertaking and implementation the Refunding Project with the Authority.

SECTION 2. The Chairperson or the Vice Chairperson, and the President or the Vice President for Finance and Administrative Services (the “Authorized Officers”) are hereby authorized and directed to determine, in conjunction with the Authority and the Authority's Bond counsel, the structure of the financing with is most economically advantageous to the College and

to take all action necessary or beneficial to accomplish the financing of the Refunding Project and the financing costs.

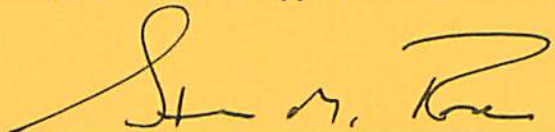
SECTION 3. The Authorized Officers are hereby authorized to approve the forms of the Preliminary Official Statement and Official Statement to be distributed by the Underwriter in connection with the sale of the Bonds. The Board hereby approves the form of the Lease and the Purchase Agreement, each attached hereto as Exhibit I, and authorizes and directs the Authorized Officers to execute and deliver the Lease, the Purchase Agreement and any other documents or certificates required to be executed in connection with the Refunding Project, in the name of and on behalf of the Board, in substantially such form with such changes, additions and modifications as are approved by the Authorized Officer executing the same in as many counterparts as may be necessary, and to affix or impress the official seal of the College thereon and to attest the same. Such execution and attestation shall be conclusive evidence of the approval of the form and content of such Lease and Purchase Agreement.

SECTION 5. The Authorized Officers, are hereby authorized and directed to execute, deliver and approve any and all such other agreements, including any amendments to the State Lease or County Lease, documents, certificates, directions and notices and to do and perform such acts and to take such actions as may be necessary, required or appropriate to implement the purposes of this Resolution, to undertake and implement the Refunding Project and the financing of a portion thereof. Any Authorized Officer is hereby authorized and directed, for and on behalf of and in the name of the College to attest and deliver said documentation and to affix the seal of the College to said documentation. Such execution and attestation shall be conclusive evidence of the approval of the form and content of such documentation.

SECTION 6. All resolutions, orders and other actions of the Board in conflict with the provisions of this Resolution to the extent of such conflict are hereby superseded, repealed or revoked.

SECTION 7. This Resolution shall take effect immediately.

This Resolution was passed by a majority of a quorum of the Board of the Trustees of Passaic County Community College on July 17, 2018, and no further approvals are necessary to implement this Resolution.



Steven M. Rose, Ed.D., President
Secretary, Board of Trustees
Passaic County Community College

DATED: July 17, 2018

College Seal