

BOARD OF TRUSTEES MINUTES
REGULAR MEETING
September 17, 2008

CALL TO ORDER

Board of Trustees Chair Carole M. Harper called the regular meeting of the Board of Trustees of the County College of Morris to order at 6:35 p.m., in the Board Room, Henderson Hall. Chair Harper stated that in compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this Regular Meeting of the Board of Trustees has been satisfied by the inclusion of the date, time and place of this Regular Meeting in the annual notice of regular meetings of the Board. Such annual schedule and notice of regular meetings is posted on the bulletin board opposite the President's Office, was mailed to the Daily Record and Star Ledger, and was filed with the Clerk of the County of Morris on November 21, 2007.

ROLL CALL

Trustees Advokat, Evans, Geiger, Johnson, Longo, Omland, Santiago, Serafino, Strawn, Weisberg and Chair Harper were in attendance. Trustee Longo was absent. Attorney Chait, Alumni Trustee Papio, and President Yaw were also in attendance.

ADMINISTRATION OF OATH OF OFFICE TO THE ALUMNI TRUSTEE

President Yaw administered the oath of office to Alumni Trustee Janine Papio for the period through June 30, 2009. The oath was recited as follows.

I, *Janine Papio*, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same, and to the Governments established in the United States and in this State, under the authority of the people, and that I will faithfully, impartially and justly perform all of the duties of the Office of Trustee according to the best of my ability, so help me God.

Alumni Trustee Papio was welcomed to the Board.

ADOPTION OF RESOLUTION TO DISCUSS MATTERS IN CLOSED SESSION

RESOLVED, At the Regular Meeting of the Board of Trustees on September 17, 2008, that pursuant to Sections 7 and 8 of the Open Public Meetings Act, the following subjects be discussed in a session closed to the public at approximately 6:30 p.m., Board Room, Henderson Hall.

1. Appointments
2. Compensation for Professional Services
3. Approval of a Faculty Salary Revisions, Summer Day III, 2008
4. Acceptance of Employee Resignations
5. Ratification of the Academic Chairs and Assistant Chairs Contract
6. Ratification of the One-Year Extension of the Contracts with the Faculty Association of the County College of Morris, the Staff Association and the Academic-Administrative Personnel Federation

7. Appointment of the Interim Director of Human Resources and Labor Relations and Affirmative Action Officer
8. Labor relations and legal matters.

It is anticipated that all of the above items may be disclosed to the public at the reconvened session of the Board at 7:00 p.m., with the exception of Items #8.

Upon the motion of Trustee Geiger and the second of Trustee Advokat, Chair Harper called for discussion by members of the Board. There being no discussion, Chair Harper called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. The meeting was closed to the public at 6:39 p.m. The public meeting reconvened at 7:30 p.m.

APPROVAL OF MINUTES

Chair Harper called for consideration of the minutes of the regular meeting of August 20, 2008, including the closed session. Upon the motion of Trustee Omland and the second of Trustee Johnson, Chair Harper called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor.

REPORT OF THE PRESIDENT

President Yaw referred the Board to the written President's Report that is on file in the Office of the President. In response to a question asked by Trustee Weisberg, President Yaw confirmed that community colleges are not involved with the Amethyst Initiative to lower the legal drinking age.

REPORT OF THE TREASURER

Treasurer Advokat moved for the adoption of the following resolutions.

- A. RESOLVED, That checks numbered 24857 through 25576 in the amount of \$1,271,390.35, be approved and payment authorized from the Current General Fund (includes expenditures from the Plant Fund, Campus Life Fund, Financial Aid Maintenance Checks, and Student Refund Checks).

Trustee Evans seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

- B. RESOLVED, That checks numbered 8964 through 9030 in the amount of \$369,676.06, be approved and payment authorized from the Bookstore Fund.

Trustee Geiger seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

- C. RESOLVED, That in accordance with the County College Contracts Law, a purchase order be issued to the following vendors for purchases that are exempt from public advertising and as exceptions to the requirement for public advertising:

<u>Ref.</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
19	License Fees	NJ Virtual Community College Consortium	\$29,694.00

Blackboard, Inc. licensing fees (formerly WebCT Licensing) for Learning Resource Center in the Division of Academic Affairs.

<u>Ref.</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
1	Drug Screening	Quest Diagnostics Lyndhurst, NJ	\$16,500.00

Urine Drug Screening for approximately 500 Nursing and Allied Health students. The testing fee that includes testing and confirmation of a 5-panel drug screen test with adulteration testing (Test Sure) @ \$20.00 each and the collection fee at a Quest Diagnostic Patient Service Center @ \$10.00 each or at a Preferred Site @ \$14.00 each. Quest Diagnostics provides a network of collection sites within close proximity to the College. The total amount of \$16,500.00 is based on an estimated number of students. Health and Natural Science Division.

Trustee Weisberg seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

- D. RESOLVED, That in accordance with the County College Contracts Law, purchase orders be issued to the following state contract vendors:

State

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
70256	Computers	Dell Marketing Round Rock, TX	\$19,876.80

Twenty replacement Dell OptiPlex 755 Minitower Core 2 Duo Computers @ \$993.84 each with 2GB Memory, Monitor, 80GB Hard Drive, Windows XP Pro SP2, and 48X32 CDRW/DVD Combo for campus-wide distribution replacing existing computer workstations that cannot be upgraded from Windows 2000 to Windows XP. Information Systems. **CCM Technology Plan.**

State

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
70256	Computer	Dell Marketing Round Rock, TX	\$7,867.60

One additional Windows Server 2003 R2 Standard x64 Edition with SP2 and a Quad Core Xeon E5440 Processor which includes 4GB Memory, Video Card, 300GB Hard Drive, 24X IDE CD-RW/DVD ROM and Additional Storage

Product 300GB 10K RPM Serial-Attach, SCSI 3Gbps. Information Systems.
CCM Technology Plan.

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
56509	Campus Software	Insight Public Sector, Inc. Tempe, AZ	\$32,609.10

A renewal of the Microsoft Campus Agreement. The Agreement gives CCM the right to run the following platform products at a cost per FTE (522). Microsoft Campus Desktop (consisting of Office Pro, Windows Upgrade, Microsoft Publisher and Core CAL) @ \$47.54/FTE; Microsoft Office SharePoint Designer @ \$4.24/FTE; Microsoft Visual Studio Net Professional @ \$1.74/FTE, three SQL: Server Standard @ \$483.81each and fifteen Windows 2003 Server Standard Licenses @ \$37.55 each for Information Systems.

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
70265	Hardware/Software	IBM Corporation Smyrna, GA	\$51,748.53

Three year Maintenance Contract for Hardware on the RS 6000 9117-P570 and 733-D20 which includes Expansion Drawer @ \$2,758.68/year, EServer @ \$9,731.04/year and External 8MM Tape Drive @ \$1,233.84/year and three year Software Maintenance which includes Subscription, Support, four Processors, four chargeable processors @ \$3,525.95/year. Information Systems.

Trustee Johnson seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor. The Report of the Treasurer was concluded.

PERSONNEL MATTERS

Committee Chair Johnson moved for the adoption of the following resolutions.

- A. RESOLVED, That the appointments listed on Attachment #1 be approved.
- B. RESOLVED, That the Board approves compensation for those persons listed on Attachment #2 for professional services to the college for the purposes stated on Attachment #2.
- C. RESOLVED, That the revision to the Faculty Salaries for the Summer Day III 2008 semester be approved as stated on Attachment #3.

Trustee Weisberg seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

D. BE IT RESOLVED, That the Board of Trustees approve the acceptance of the following employee resignations:

- Alton Johnson, Resignation effective 7/23/08
- Richard Hanson, Resignation effective 8/20/08
- John Neal, Deceased, 8/26/08

Trustee Evans seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

E. BE IT RESOLVED, That the Board of Trustees of the County College of Morris approves the extension of the bargaining unit contracts with the Faculty Association of County College of Morris (FACCM), the Academic-Administrative Personnel Federation (AAPF), and the County College of Morris Staff Association (CCMSA) for one (1) year as set forth in each of the referenced bargaining units Memorandum of Understanding as follows:

For the FACCM bargaining unit, the agreement includes a base salary increase for full time faculty of \$2,070 effective August 27, 2009. The term of the FACCM contract expiring August 29, 2009 is extended to August 27, 2010;

For the AAPF contract, the agreement includes a base salary increase of 4% effective July 1, 2009. The term of the AAPF contract expiring June 30, 2009 is extended to June 30, 2010;

For the CCMSA contract, the agreement includes a base salary increase of 4% effective July 1, 2009. The term of the CCMSA contract expiring June 30, 2009 is extended to June 30, 2010.

BE IT FURTHER RESOLVED, That the minimum and maximum salary ranges for 2009-2010 fiscal year for the three bargaining units referenced above shall be increased 4%.

Trustee Weisberg seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

F. Having been notified that the Association of Academic Department Chairs and Assistant Chairs (ACAC) has ratified the terms of a three-year contract, beginning on August 28, 2008, through August 31, 2011 as set forth in the Memorandum of Understanding dated September 5, 2008;

BE IT RESOLVED, That the Board of Trustees of the County College of Morris approves and ratifies the contract as set forth in the Memorandum of Understanding dated September 5, 2008.

Trustee Evans seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that a majority were in favor with Trustees Strawn and Weisberg voting against the resolution. The motion carried.

- G. RESOLVED, That Rita Ragany-Bayer be appointed and receive a monthly stipend of \$500 as Interim Director of Human Resources and Affirmative Action officer, effective September 8, 2008, until a permanent Director is appointed.

Trustee Advokat seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor. The Report of the Committee on Personnel was concluded.

COMMITTEE ON LANDS AND BUILDINGS

On behalf of Committee Chair Longo, Trustee Evans moved for the adoption of the following resolution.

1. BE IT RESOLVED that the contract for Grafas Painting Contractors, Inc. be increased by \$5,239.74 for the following:

GPC Change Order #33 \$5,239.74 Installation of two pound gas regulator for pulse boilers.

Trustee Geiger seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor. The Report of the Committee on Lands and Buildings was concluded.

COMMITTEE ON FINANCE AND BUDGET

Committee Chair Advokat moved for the adoption of the following resolutions.

1. RESOLVED, That the cash donations in the amount of \$16,564.20 for the month of August 2008 be accepted with appreciation. Attachment #4.

Trustee Evans seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor.

2. WHEREAS, The County College of Morris retained iXP Corporation as a technical consultant to (a) prepare technical bid specifications for purchase and

installation of a campus security surveillance system, and (b) evaluate the bid responses for conformance to the technical bid specifications; and

WHEREAS, The County College of Morris pursuant to public advertisement, received sixteen total bids for a security surveillance system under Bid # B07/08-71SK which were opened on July 22, 2008; and

WHEREAS, iXP Corporation determined that the proposals submitted by the following five low bidders do not meet and satisfy the bid Technical Specifications and therefore should be rejected as non-conforming and non-responsive: Triad Security Systems, Johnston Communications Voice and Data, Honeywell International, Promedia Technology Services, Inc., and Contral Security Corporation; and

WHEREAS, iXP Corporation recommends awarding the bid to Ingersoll Rand Security Technologies/ETC USA, who submitted a base bid in the amount of \$362,580 which is the lowest bid received from a qualified bidder that conforms to the bid specifications;

NOW, THEREFORE, BE IT RESOLVED, on this 17th day of September, 2008, by the Board of Trustees of the County College of Morris that the bids of Triad Security Systems, Johnston Communications Voice and Data, Honeywell International, Promedia Technology Services, Inc., and Contral Security Corporation be rejected as non-conforming and non-responsive, and that Ingersoll Rand Security Technologies/ETC USA be awarded the contract for Bid # B07/08-71SK security surveillance system for the base bid amount of \$362,580.

Trustee Omland seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

3. RESOLVED, That the following contracts not solicited by public advertisement, be awarded based upon preclusion from consideration for the contract award of any contractor who is ineligible under N.J.S.A. 19:44A-20.4 by reason of a reportable political contribution.

Contractor	Nature of Contract	Term of Contract	Estimated Contract Value
TABB	Background Investigation	One Year	\$27,000.00
W. W. Norton	Books for Resale	One Year	\$29,000.00
Gold Hill Associates	Vice Presidential Search Services	One Year	\$35,000.00 plus reimbursables not to exceed \$4,000.00

The form of resolution hereby adopted awarding such contract is set forth in Attachment #5.

Trustee Johnson seconded the motion. Chair Harper called for discussion by members of the Board. There being none, Chair Harper called for a roll call vote of the Board. The roll call vote of the Board indicated that the majority were in favor; Trustees Weisberg and Geiger voted in favor of the award of a contract to TABB and W.W. Norton, and against the award of a contract to Gold Hill Associates. The motion was carried. The Report of the Committee on Finance and Budget was concluded.

COMMITTEE ON AUDIT

Committee Chair Geiger reviewed the minutes of the September 9, 2008 meeting of the Committee on Audit. The Report of the Committee on Audit was concluded.

ADOPTION OF RESOLUTION TO DISCUSS MATTERS IN CLOSED SESSION

RESOLVED, At the Regular Meeting of the Board of Trustees on September 17, 2008, that pursuant to Sections 7 and 8 of the Open Public Meetings Act, the search for the Vice President of Academic Affairs be discussed in a session closed to the public at the conclusion of the public session, Board Room, Henderson Hall. It is not anticipated that the above item will be disclosed to the public.

Upon the motion of Trustee Evans and the second of Trustee Advokat, Chair Harper called for discussion by members of the Board. There being no discussion, Chair Harper called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. The meeting was closed to the public at 7:50 p.m.

QUESTIONS AND COMMENTS FROM THE PUBLIC

Chair Harper called for questions or comments from the public at 7:50 p.m. There were no questions or comments from the public.

ADJOURNMENT

There being no further business to be conducted, the meeting was adjourned to reconvene the closed session at 7:50 p.m. by a motion of Trustee Evans and second of Trustee Advokat.

Respectfully submitted,
Denise M. Bell
Recording Secretary

September 17, 2008

The following actions commence as of the date indicated and end on June 30, 2009.

The annual salaries are prorated for the period.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
REPLACEMENT	Hodack, Kari	22-Sep-08	<u>Appointed to:</u> Counselor I Counseling	\$49,000
REPLACEMENT	Ahiskali, Kay	23-Sep-08	<u>Appointed to:</u> PT Library Assistant LRC	\$10 ph
REPLACEMENT	Calvi, Daniel	22-Sep-08	<u>Appointed to:</u> PT Hospitality Lab Assistant Hospitality Management	\$11 ph

REMUNERATION FOR PROFESSIONAL SERVICES FOR THE MONTH OF SEPTEMBER 2008

<u>NAME</u>	<u>DATES OF SERVICE</u>	<u>PAYMENT</u>	<u>REASON</u>
Allen, Clayton	8/25,26,27/08	\$504.00	Repair & maintenance of kiln
Allen, Clayton	7/31/08, 8/5, 6, 13/08	\$378.00	LA Dept. Chairs summer coverage
Bernardo, Jack	08/13/2008	\$84.00	LA Dept. Chairs summer coverage
Cantelmo, Concetta	7/30/08, 8/6, 13, 20, 27/08	\$300.00	CAL Online Testing proctering/Admin./ evening coverage
Collins, Todd	8/4, 11/08	\$336.00	LA Dept. Chairs summer coverage
Conklin, Gail	7/14, 16, 21, 23, 29, 30/08	\$352.50	ITV Monitor
Fuentes, Venny	7/31/08, 8/7/08	\$300.00	BMET Dept. Chairs summer coverage
Fuentes, Venny	8/14, 21/08	\$300.00	BMET Dept. Chairs summer coverage
Gelinas, Michelle	8/5, 13, 14/08	\$750.00	DOL-SEA Marketing Workshop, Group #127
Henderson, James	7/31/08, 8/4, 7, 11/08	\$900.00	LA Dept. Chairs summer coverage
Hollowell, Dorothy	7/21, 30/08	\$303.75	EOF Summer Orientation Writing & Reading Review
Jurado, Leo	08/12/2008	\$250.00	HNS Dept. Chairs summer coverage
Kaddour, Nadr	6/2/08-7/23/08	\$62.00	LOEP Essay Readings
Kapica, Sharon	08/06/2008	\$200.00	HNS Dept. Chairs summer coverage
Kapica, Sharon	8/19, 20/08	\$700.00	HNS Dept. Chairs summer coverage
Lenyk, Vivian	6/3/08-7/24/08	\$1,176.00	Taught ESL
Malloy, Joseph	8/19/0/8	\$400.00	Taught Excel 2003 Level 1 for CCP
Monaghan, Joan	7/31/08, 8/4, 7, 14/08	\$750.00	BMET Dept. Chairs summer coverage
Monaghan, Joan	8/18, 21, 25/08	\$450.00	BMET Dept. Chairs summer coverage
Murphy, Bonnie	8/5, 12/08	\$300.00	BMET Dept. Chairs summer coverage
Murphy, Bonnie	8/19, 25/08	\$300.00	BMET Dept. Chairs summer coverage
Ortiz-Batista, Jose	8/5, 6, 12, 13/08	\$400.00	LA Dept. Chairs summer coverage
Pilant, Craig	8/4, 6, 11/08	\$252.00	LA Dept. Chairs summer coverage
Puglisi, Doreen	7/31/08, 8/4/08	\$300.00	HNS Dept. Chairs summer coverage
Smith, James	08/12/2008	\$300.00	DOL-SEA Pre-Business, Group #127
Smith, Kimberly	8/4, 11, 14/08	\$378.00	BMET Dept. Chairs summer coverage
Smith, Kimberly	8/18, 25/08	\$252.00	BMET Dept. Chairs summer coverage
Thurman, Alexis	7/17, 18/08	\$258.75	EOF Summer Orientation, Math Reading & Review
Thurman, Alexis	08/26/2008	\$150.00	BMET Dept. Chairs summer coverage
Traynor, Jan-Marie	08/05/2006	\$150.00	HNS Dept. Chairs summer coverage
Traynor, Jan-Marie	8/20, 21/08	\$250.00	HNS Dept. Chairs summer coverage
Vill'Neuve, Denise	08/04/2008	\$400.00	HNS Dept. Chairs summer coverage
Vill'Neuve, Denise	8/25, 26/08	\$550.00	HNS Dept. Chairs summer coverage
Williford, John	07/30/2008	\$82.50	EOF Summer Orientation video & discussion
Wisniewski, Karen	08/20/2008	\$150.00	BMET Dept. Chairs summer coverage

**Adjunct Faculty Salary Changes
Summer Day III 2008**

Name	Dept.	Salary		Code
		From	To	
Allen, Clayton	01040	\$ -	\$ 240.00	C
Carr, Patrick	01060	\$ 825.00	\$ 2,475.00	C
DeMattio, Debra	01060	\$ 1,800.00	\$ 3,600.00	C
Nasisi, Jennifer	01420	\$ 600.00	\$ 1,200.00	C

Code:

C = Course/Credit Hours Added/Deleted

COUNTY COLLEGE OF MORRIS
FOUNDATION DONATION REPORT FOR THE
MONTH OF AUGUST 2008

DONOR		DESIGNATED USE	CASH
1	Academic Administrative Personnel Federation	Academic Administrative Personnel Federation Scholarship	\$ 500.00
2	GPC, Inc.	CCM Golf Outing Sponsor	\$ 500.00
3	Jewish Women's Foundation	Women's Center	\$ 500.00
4	Gertrude Smith	Alumni Scholarship Program	\$ 500.00
5	Nisivoccia and Company	CCM Golf Outing Sponsor	\$ 1,500.00
6	The RBA Group	CCM Golf Outing Sponsor	\$ 1,500.00
7	Schindler Elevator Corp	CCM Golf Outing Sponsor	\$ 1,500.00
8	Glenbrook Technologies	Planetarium Sponsor CCM Golf Outing Sponsor	\$ 2,500.00
9	General Contributions		\$ 7,564.20
TOTAL			\$ 16,564.20

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR BACKGROUND INVESTIGATIONS**

WHEREAS, the County College of Morris (“College”) has a need for background investigations of students intending to participate in clinical nursing programs; and

WHEREAS, the purchasing agent has determined and certified in writing that based upon prior similar investigation services, the estimated value of the full term of the contract for the above goods or services is \$27,000.00; and

WHEREAS, the anticipated term of this contract is July 1, 2008 to June 30, 2009; and

WHEREAS, in lieu of a publicly advertised solicitation of proposals, the College has precluded from consideration for the contract award, any contractor who is ineligible under N.J.S.A. 19:44A-20.4 by reason of a reportable political contribution; and

WHEREAS, TABB (“Contractor”), is a sole contractor for the Clinical Affiliation Agreement with Atlantic Health Systems Hospital Corporation has submitted a proposal dated July 21, 2008 pursuant to which Contractor will provide Background Investigations for students entering medical facilities, which proposal sets forth the schedule of fees for the various investigation components; and

WHEREAS, Contractor has completed and submitted a Business Entity Disclosure Certification which certifies that Contractor has not made any reportable contributions to a political or candidate committee representing an elected official of the County of Morris in the previous one year, and Contractor has agreed to contract language prohibiting Contractor from making such reportable contributions during the term of the contract; and

WHEREAS, Contractor has completed and submitted ten days in advance of adoption of this resolution, a Chapter 271 Political Contribution Disclosure form which will be placed on file with this resolution; and

WHEREAS, sufficient funds are available to pay for the aforesaid services or goods;

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the County College of Morris authorizes the College to enter into a contract with the above identified Contractor for the background investigation services described, and for the compensation rates set forth in the July 21, 2008 proposal; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Estimated Value be placed on file with this resolution.

**RESOLUTION AUTHORIZING BLANKET ORDER OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
PURCHASE ORDER FOR BOOKS FOR RESALE**

WHEREAS, the County College of Morris (“College”) has a need to acquire books for resale; and

WHEREAS, the purchasing agent has determined and certified in writing that based upon the previous purchase orders from this publisher, the estimated value of the full term of this blanket purchase order for the current academic year is \$29,000.00; and

WHEREAS, the anticipated term of this contract is July 1, 2008 – June 30, 2009; and

WHEREAS, in lieu of a publicly advertised solicitation of proposals, the College has precluded from consideration for the contract award, any contractor who is ineligible under N.J.S.A. 19:44A-20.4 by reason of a reportable political contribution; and

WHEREAS, W.W. Norton (“Vendor”) is a sole source seller of certain books required by the College, and will agree to provide books for resale at its published price list for educational institutions; and

WHEREAS, Vendor has completed and submitted a Business Entity Disclosure Certification which certifies that Vendor has not made any reportable contributions to a political or candidate committee representing an elected official of the County of Morris in the previous one year, and Vendor has agreed to refrain from making such reportable contributions during the term of the blanket purchase order; and

WHEREAS, Vendor has completed and submitted ten days in advance of adoption of this resolution, a Chapter 271 Political Contribution Disclosure form which will be placed on file with this resolution; and

WHEREAS, sufficient funds are available to pay for the aforesaid services or goods;

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the County College of Morris authorizes the College to issue a blanket purchase order to Vendor not to exceed \$29,000.00 to acquire books for resale; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Estimated Value be placed on file with this resolution.

**RESOLUTION AUTHORIZING PROFESSIONAL/CONSULTING SERVICE CONTRACT
OVER \$17,500 WITHOUT ADVERTISED SOLICITATION
CONTRACT FOR EMPLOYMENT SEARCH SERVICES**

WHEREAS, the County College of Morris (“College”) has a need to acquire vice presidential search services; and

WHEREAS, the purchasing agent has determined and certified in writing that the estimated value of the full term of the contract for the above services is \$35,000.00, in addition reimbursable expenses not to exceed \$4,000.00; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the County College Contracts Law (N.J.S.A. 18A:64A-25.5a) authorizes the award of contracts for professional/consulting services without publicly advertised competitive bids; and

WHEREAS, Gold Hill Associates, Asheville, North Carolina (“Contractor”) submitted a proposal dated July 15, 2008 to provide consulting services to the College in connection with the conduct of a vice presidential search; and

WHEREAS, in lieu of a publicly advertised solicitation of proposals, the College has precluded from consideration for the contract award, any contractor who is ineligible under N.J.S.A. 19:44A-20.4 by reason of a reportable political contribution; and

WHEREAS, Contractor has completed and submitted a Business Entity Disclosure Certification which certifies that Contractor has not made any reportable contributions to a political or candidate committee representing an elected official of the County of Morris in the previous one year, and Contractor has agreed to contract language prohibiting Contractor from making such reportable contributions during the term of the contract; and

WHEREAS, at least ten days prior to the adoption of this resolution, the Contractor has filed with the College purchasing agent a Chapter 271 Political Contribution Disclosure form as required by law; and

WHEREAS, sufficient funds are available to pay for the aforesaid services or goods;

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the County College of Morris at a public meeting held on September 17, 2008 authorizes the following professional/ consulting service contract:

Gold Hill Associates
64 Haywood Street
Asheville, NC 28801

to provide vice presidential search services for a period of one year for a fee of \$35, 000.00 plus reimbursable expenses not to exceed \$4,000.00. The consultant’s fee shall not be due and payable until the consultant has produced a candidate acceptable to the College Board of Trustees.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification, the Determination of Estimated Value, and the Political Contribution Disclosure form be placed on file with this resolution. The contract shall prohibit the Contractor from making any reportable contributions during the term of the contract.

This professional/consulting contract is made and awarded without advertised solicitation as the services to be rendered will be performed by persons authorized by law to perform the services, and the performance of the services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study.