

EXHIBIT A



**BOARD OF TRUSTEES
Business/Finance Committee Agenda Items**

To: Board of Trustees
From: Office of the President
Date: October 5, 2023

The following Finance Committee items are recommended to the Ocean County College Board of Trustees for approval at its meeting on **Thursday, October 12, 2023:**

1. Recommend adoption of resolutions to award the following contracts:
 - a. For a server infrastructure upgrade for the Office of Information Technology through the NJEdge Consortium contract at Ocean County College (**Exhibit A-1**)
 - b. For youth peer outreach support training services to be offered through the Workforce and Professional Education Department, funded through the Work Readiness Assistance Program (WRAP) Grant, at Ocean County College (**Exhibit A-2**)
 - c. For employment counseling training services to be offered through the Workforce and Professional Education Department, funded through the Work Readiness Assistance Program (WRAP) Grant, at Ocean County College (**Exhibit A-3**)
 - d. For copy and bulk mailing services from October 1, 2023, through June 30, 2024, at Ocean County College (**Exhibit A-4**)
 - e. To identify an additional qualified pool of vendors for professional international and domestic support, travel, and consulting services for study abroad programs and overseas campus support from July 1, 2023, through June 30, 2024, to be used on an as-needed basis at Ocean County College (**Exhibit A-5**)

EXHIBIT A-1

OCEAN COUNTY COLLEGE

RESOLUTION

Authorizing a Contract for Server Infrastructure Upgrade

WHEREAS, the Board of Trustees at Ocean County College recognizes the need for a comprehensive server upgrade to ensure the continued stability, capacity, and support of the existing IT environment at Ocean County College. The existing server hardware has reached end-of-life and is no longer supported by the manufacturer, posing potential risk to the college's operations. A new physical server will provide additional capacity and support to deploy new virtual servers and expand support of Virtual Desktops for employees and students. This purchase will be procured through NJEdge.NET Consortium; and

WHEREAS, the Board of Trustees of Ocean County College has a need to acquire goods and services which are exempt from bidding pursuant to the provisions N.J.S.A.18A:64A-25.10, joint purchases by county colleges, municipalities or counties; authority, permits purchases to be made through such a consortium; and

WHEREAS, the Executive Vice President of Finance and Administration of Ocean County College has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4, a Certificate has been provided by the Executive Vice President of Finance and Administration of Ocean County College, stating that funds are available for this purpose, which certificate is attached to the original of this resolution and is on file in the office of the Executive Vice President of Finance and Administration; and

WHEREAS, Ocean County College wishes to award a fair and open contract in compliance with the provisions of N.J.S.A. 19:44A-20.4 and without the need for public bidding in compliance with the provisions of County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq.;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Ocean County College, in the County of Ocean and the State of New Jersey as follows:

1. The Ocean County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to enter into and execute an agreement with **SHI International Corp.**, 290 Davidson Avenue, Somerset, NJ 08873 in the amount not to exceed **\$767,605.08** for a comprehensive server upgrade to ensure the continued stability, capacity, and support of the existing IT environment at Ocean County College. This contract will be procured through NJEdge Consortium Contract #: 269EMCPS-21-001-EM-SHI, effective through 6/30/2024.

RESOLUTION

CERTIFICATION OF THE EXECUTIVE VICE PRESIDENT OF FINANCE AND ADMINISTRATION AS TO THE AVAILABILITY OF FUNDS FOR THE AWARDING OF A CONTRACT BY THE OCEAN COUNTY COLLEGE BOARD OF TRUSTEES.

Authorizing a Contract for Server Infrastructure Upgrade

VENDOR: **SHI International Corp.**
290 Davidson Avenue
Somerset, NJ 08873

ACCOUNT: Information Technology / Minor Capital - Designate
FY 2023/2024

AMOUNT: **\$767,605.08**
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I HEREBY CERTIFY that funds are available in the Ocean County College Board of Trustees budget for 2023/2024 and the appropriation is sufficient to cover this contract and the contract shall be encumbered against such appropriation.



Executive Vice President of Finance and Administration

EXHIBIT A-2

OCEAN COUNTY COLLEGE

RESOLUTION

Authorizing a Contract for Youth Peer Outreach Support

Contract Term: October 1, 2023 - September 30, 2024

WHEREAS, the Board of Trustees of Ocean County College has a need to renew the agreement for providing services to assist at-risk, out-of-school youth ages 16-24. These services are designed to introduce and maintain aspects of wellness and recovery into their lives to assist and alleviate barriers directly impacting their employability. This includes unhealthy behaviors, mental health and/or substance use, and homelessness; and

WHEREAS, additionally, staff providing direct services to the participants are required to complete three (3) mandatory trainings, which are Protection of Minors, Youth Culture/Development, and Mental Health/Substance Abuse, provided through the Ocean County Achievement Center; and

WHEREAS, these services are funded through the Work Readiness Assistance Program (WRAP) grant awarded from the Ocean County Department of Human Services, Workforce Development Board, for the Workforce and Professional Education Department at Ocean County College; and

WHEREAS, the Board of Trustees of Ocean County College has a need to acquire goods and services which are exempt from bidding pursuant to the provisions of N.J.S.A. 18A:64A-25.5a.(15) et seq. professional consulting services; and

WHEREAS, the Executive Vice President of Finance of Ocean County College has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4, a Certificate has been provided by the Executive Vice President of Finance of Ocean County College, stating that funds are available for this purpose, which certificate is attached to the original of this resolution and is on file in the office of the Executive Vice President of Finance; and

WHEREAS, the vendor has completed and submitted a Business Entity Disclosure Certification which certifies it has not made any reportable contributions to a political or candidate committee in the County of Ocean the previous one year, and that the contract will prohibit making any reportable contributions through the term of the contract; and

WHEREAS, Ocean County College wishes to award a required disclosure contract in compliance with the provisions of N.J.S.A. 19:44A-20.4 and without the need for public bidding in compliance with the provisions of County College Contracts Law, N.J.S.A. 18A:64A-25.1 et seq.;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Ocean County College, in the County of Ocean and the State of New Jersey as follows:

1. The Ocean County College Board of Trustees hereby authorizes and directs the appropriate officials of the college to renew an agreement with **Mental Health Association of NJ**, 673 Morris Avenue, Springfield, NJ 07081 in the amount not to exceed **\$25,000.00** for youth peer outreach support services for the Workforce and Professional Education Department at Ocean County College.

RESOLUTION

CERTIFICATION OF THE EXECUTIVE VICE PRESIDENT OF FINANCE AND ADMINISTRATION
AS TO THE AVAILABILITY OF FUNDS FOR THE AWARDING OF A CONTRACT BY THE OCEAN
COUNTY COLLEGE BOARD OF TRUSTEES.

Contract for Youth Peer Outreach Support Services
Contract Term: October 1, 2023 - September 30, 2024

VENDOR: Mental Health Association of NJ
673 Morris Avenue
Springfield, NJ 07081

ACCOUNT: Work Related Activity Grant/ Fees - Consultants
FY 2023/2024

SOURCE: Work Readiness Assistance Program (WRAP) grant awarded from the
Ocean County Dept. of Human Services, Workforce Development Board

AMOUNT: \$25,000.00
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I HEREBY CERTIFY that funds are available in the Ocean County College Board of Trustees budget for 2023/2024 and the appropriation is sufficient to cover this contract and the contract shall be encumbered against such appropriation.



Executive Vice President of Finance and Administration

EXHIBIT A-3

OCEAN COUNTY COLLEGE

RESOLUTION

Authorizing a Contract for Counseling Services for Employment

Contract Term: October 1, 2023 - September 30, 2024

WHEREAS, the Board of Trustees of Ocean County College has a need for counseling services for Work Readiness Assistance Program (WRAP) participants. Services include mentoring and leadership development, job readiness and life skills training, and job placement assistance; and

WHEREAS, these services are funded through the Work Readiness Assistance Program (WRAP) grant awarded from the Ocean County Department of Human Services, Workforce Development Board, for the Workforce and Professional Education Department at Ocean County College; and

WHEREAS, the Board of Trustees of Ocean County College has a need to acquire goods and services which are exempt from bidding pursuant to the provisions of N.J.S.A. 18A:64A-25.5a.(15) et seq. professional consulting services; and

WHEREAS, the Executive Vice President of Finance of Ocean County College has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4, a Certificate has been provided by the Executive Vice President of Finance of Ocean County College, stating that funds are available for this purpose, which certificate is attached to the original of this resolution and is on file in the office of the Executive Vice President of Finance; and

WHEREAS, the vendor has completed and submitted a Business Entity Disclosure Certification which certifies it has not made any reportable contributions to a political or candidate committee in the County of Ocean the previous one year, and that the contract will prohibit making any reportable contributions through the term of the contract; and

WHEREAS, Ocean County College wishes to award a required disclosure contract in compliance with the provisions of N.J.S.A. 19:44A-20.4 and without the need for public bidding in compliance with the provisions of County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq.;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Ocean County College, in the County of Ocean and the State of New Jersey as follows:

1. The Ocean County College Board of Trustees hereby authorizes and directs the appropriate officials of the college to execute an agreement with **Waters & Sims Employment Services, Inc.**, 135 Monmouth Street, Red Bank, NJ 07701 in the amount not to exceed **\$45,000.00** to provide counseling services for employment for the Workforce and Professional Education Department at Ocean County College.

RESOLUTION

CERTIFICATION OF THE EXECUTIVE VICE PRESIDENT OF FINANCE AND ADMINISTRATION
AS TO THE AVAILABILITY OF FUNDS FOR THE AWARDING OF A CONTRACT BY THE OCEAN
COUNTY COLLEGE BOARD OF TRUSTEES.

Contract for Counseling Services for Employment
Contract Term: October 1, 2023 - September 30, 2024

VENDOR: Water & Sims Employment Services, Inc.
135 Monmouth Street
Red Bank, NJ 07701

ACCOUNT: Work Related Activity Grant / Fees - Consultants
FY 2023/2024

SOURCE: Work Readiness Assistance Program (WRAP) grant awarded from the
Ocean County Dept. of Human Services, Workforce Development Board

AMOUNT: \$45,000.00
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I HEREBY CERTIFY that funds are available in the Ocean County College Board of Trustees budget for FY 2023/2024 and the appropriation is sufficient to cover this contract and the contract shall be encumbered against such appropriation.



Executive Vice President of Finance and Administration

EXHIBIT A-4

OCEAN COUNTY COLLEGE**RESOLUTION****Authorizing a Contract for Copy and Bulk Mailing Services****Contract Term: October 1, 2023 - June 30, 2024**

WHEREAS, the Board of Trustees of Ocean County College recognizes the need for copy and bulk mailing services campus-wide at Ocean County College.

WHEREAS, Ocean County College has a need to acquire goods and services which are exempt from bidding pursuant to the provisions of N.J.S.A. 18A:64A-25.5a.(18) et seq. print services; and

WHEREAS, PIP Printing was approved at the Board of Trustees meeting on June 29, 2023 for the Qualified Pool of Service Providers for Print & Signage Service Providers, RFQ 23-24 Q-1468; and

WHEREAS, the Executive Vice President of Finance and Administration of Ocean County College has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4, a Certificate has been provided by the Executive Vice President of Finance and Administration of Ocean County College, stating that funds are available for this purpose, which certificate is attached to the original of this resolution and is on file in the office of the Executive Vice President of Finance and Administration; and

WHEREAS, Ocean County College wishes to award a fair and open contract in compliance with the provisions of N.J.S.A. 19:44A-20.4 and without the need for public bidding in compliance with the provisions of County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq.;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Ocean County College, in the County of Ocean and the State of New Jersey as follows:

1. The Ocean County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to execute a one-year agreement with **PIP Printing**, 2960 Yorktowne Boulevard, Brick, NJ 08723 in the amount not to exceed **\$60,000.00** for copy and bulk mailing services campus-wide at Ocean County College.

RESOLUTION

CERTIFICATION OF THE EXECUTIVE VICE PRESIDENT OF FINANCE AND ADMINISTRATION
AS TO THE AVAILABILITY OF FUNDS FOR THE AWARDING OF A CONTRACT BY THE OCEAN
COUNTY COLLEGE BOARD OF TRUSTEES.

Contract for Copy and Bulk Mailing Services**Contract Term: October 1, 2023 - June 30, 2024**

VENDORS: **PIP Printing**
2960 Yorktowne Boulevard
Brick, NJ 08723

ACCOUNT: Mailroom & Copy Services / Service - Copies
FY 2023/2024

TOTAL: **\$60,000.00**
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I HEREBY CERTIFY that funds are available in the Ocean County College Board of Trustees budget for 2023/2024, and the appropriation is sufficient to cover this contract and the contract shall be encumbered against such appropriation.



Executive Vice President of Finance and Administration

EXHIBIT A-5

**OCEAN COUNTY COLLEGE
RESOLUTION
REQUEST FOR QUALIFICATIONS**

WHEREAS, the Board of Trustees of Ocean County recognizes the need to identify a **Qualified Pool for Study Abroad Services** for the provision of International and Domestic Travel and Study Abroad service requirements which may include but not limited to providing Administrative, Educational and Travel Services on an as needed basis for Ocean County College; and

WHEREAS, the College has received and opened additional Qualifications, RFQ #23/24 Q-1473, for the provision of International and Domestic Travel and Study Abroad Service Providers on July 20, 2023 following the fair and open process under the New Jersey Unit Pay-To-Play Law, N.J.S.A. 19:44A-20 et seq. for receiving Requests for Qualifications. Previous qualifications were received in RFQ #23/24 Q-1458; and

WHEREAS, awards will be determined following a formal quotation procurement process when specific projects are selected to be undertaken at Ocean County College; and

WHEREAS, the term of qualification to participate in future formal quotations for the designated profession is July 1, 2023 through June 30, 2024.

THEREFORE, BE IT RESOLVED that the following company be and is hereby qualified for the provision of International and Domestic Travel and Study Abroad Services at Ocean County College.

Vagabond Tours NY, Inc. (EDU Trips), 132 Hardwood Drive, Tappan NY 10983

The following is a list of vendors who received the RFQ. Vendors in **bold-type** submitted qualification packets.

Cambridge LTD	PWXPress
Genuine Vacation	Riverdale Travel
i- Sourcing Technologies Pvt Ltd	SevenOutsource
jonson	Tremont Global Education
Legai BUIld	Vagabond Tours NY Inc (EDU Trips)
North America Procurement Council Inc	VISUAL
Onvia, Inc	