

MERCER COUNTY COMMUNITY COLLEGE

Minutes of the 713th Meeting of the Board of Trustees May 22, 2024

The meeting was called to order by Chair Kristin Appelget at 6:31pm via Zoom conferencing. In addition to the Chair, the following members were in attendance: Eashwayne Haughton, Daryl Minus-Vincent, Shannon Mason, Lawrence Nespoli, Gregory Puliti, Scarlett Rajski, Aamir Rehman, Deborah Preston (MCCC President), and Christian Perez (Alumni Trustee). Also present was Perry Lattiboudere, College Counsel. Absent was Julie Blake and Jermaine Huell.

I. OPENING OF MEETING

A) **FLAG SALUTE**

Chair Appelget led those attending the meeting in the Pledge of Allegiance to the flag of the United States.

B) **STATEMENT OF NOTIFICATION**

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend meetings of public bodies at which any business affecting its interests is discussed or acted upon. In accordance with the provisions of this Act, the Board of Trustees of Mercer County Community College has caused notice of this meeting to be published by having the date, time and place posted on the bulletin board in the lobby of the Administration Building, on the West Windsor Campus, at the James Kerney Campus, on the College's website homepage, and emailed to The Trentonian and The Times.

C) **ADOPTION OF AGENDA**

Trustee Puliti moved to approve the agenda, which was seconded by Trustee Rajski and adopted with Trustees Appelget, Haughton, Mason, Minus-Vincent, Nespoli, Puliti, Rajski, and Rehman voting aye.

D) **PUBLIC COMMENT**

No one from the attending public addressed the board at this time.

II. EXECUTIVE SESSION

An executive session was not convened.

III. FINANCE & FACILITIES MATTERS

Trustee Puliti presented agenda items III (A) FY24-250 through (E) FY24-254 which were second by Trustee Rajski. The items were passed with Trustees Appelget, Haughton, Mason, Minus-Vincent, Nespoli, Puliti, Rajski, and Rehman voting aye. Trustee Minus-Vincent abstained from agenda item III (D) FY24-253.

A) iFactory, Website Redesign (FY24-250)

B) Infinity Flight Group LLC (FY24-251)

C) New Jersey Business Systems, Cabling and Wireless Equipment (FY24-252)

- D) Center for Urban Agriculture Project Application, Securing Our Children's Future (SOCF) Bond Act Grant (FY24-253)
- E) Spiezle Architectural Group, Inc. (FY24-254)

IV. HUMAN RESOURCES MATTERS

Trustee Minus-Vincent presented agenda items IV (A) FY24-255 which was seconded by Trustee Rehman. The item passed with Trustees Appelget, Haughton, Mason, Minus-Vincent, Nespoli, Puliti, Rajski, and Rehman voting aye.

Trustee Nespoli commented that taking this important action, in full support of the President, while recognizing these are very special extenuating circumstances for the Board to act in this way.

- A) RATIFICATIONS OF APPOINTMENTS (Resolution FY24-255)
BE IT RESOLVED, that this Board approves the ratification of appointments which will be made a part of the minutes of this meeting.

PRESIDENT'S REPORT

- Dr. Preston announced that MCCC has received the designation of a Hispanic Serving Institution, which allows the College to be eligible for federal grant programs to support Latina and Latino students.
- Ms. Carolyn White, new VP of Student Affairs will join the College after Memorial Day. She visited the College and had a meet and greet with the Student Affairs leadership team.
- The Vice President for Finance and Auxiliary Services job has been posted and the College has received several applications so far.
- The SOCF Bond Act Grant is a necessary step to send the grant back to OSHE to request a grant modification.

The next regular meeting will take place on June 26, 2024 at 6:30pm at the West Windsor Campus.

There being no further business to discuss, Trustee Puliti moved to adjourn the meeting. The motion was seconded by Trustee Rehman and passed unanimously. The meeting adjourned at 6:46pm.

Respectfully submitted,



Deborah E. Preston, Ph.D.
President
Mercer County Community College

**MERCER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MAY 22, 2024**

RESOLUTION FY24 - 250

**IFACTORY
WEBSITE REDESIGN SERVICES**

WHEREAS, Mercer County Community College has a need to obtain consulting services to procure a firm that will provide services for a comprehensive redesign of the College's website; and

WHEREAS, the purchase will be executed as a Political Contribution Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5 (a) (15) exempts consulting services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, iFactory has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in Mercer County in the previous year, and the contract will prohibit them from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, the President is authorized, on behalf of the Board, to contract with iFactory of Providence, Rhode Island to provide consulting services for a comprehensive redesign of the College's website at a cost not to exceed \$430,000 from June 1, 2024 to June 30, 2025.

**MERCER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
May 22, 2024**

RESOLUTION FY24 - 251

**INFINITY FLIGHT GROUP, LLC
AMENDMENT FOR COST**

WHEREAS, Mercer County Community College seeks to re-engage Infinity Flight Group, LLC to provide aircraft and flight instructional training, under direct supervision by the College for students enrolled in the College's Aviation program in FYs 2023 and 2024 and;

WHEREAS, the purchase will be executed as a Political Contribution Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (1) exempts professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Infinity Flight Group, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Infinity Flight Group, LLC has not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the contract will prohibit Infinity Flight Group, LLC from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to increase the current FY24 purchase order approved by the Board on June 16, 2022 and amended on October 23, 2023 for the amount of \$12,000,000 by \$4,000,000 for a new not to exceed amount of \$16,000,000 to issue payments, using student paid flight school fees that are passed-through to Infinity Flight Group, LLC of Ewing, New Jersey, to provide aircraft and flight instructional training, for students enrolled in the College's Aviation program, from July 1, 2023 through June 30, 2024. These payments are funded from student flight instructional pass-through fees and student financial aid.

**MERCER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
May 22, 2024**

RESOLUTION FY24 - 252

**NEW JERSEY BUSINESS SYSTEMS
CABLING AND WIRELESS EQUIPMENT**

WHEREAS, Mercer County Community College has a need to purchase cabling/wiring and wireless equipment, including installation services, for College wide renovations at the West Windsor campus for FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President be authorized, on behalf of this Board, to enter into a contract with New Jersey Business Systems Inc., Robbinsville, NJ for an amount not to exceed \$100,000 for the purchase of cabling and other related equipment, including installation services at the West Windsor campus from July 1, 2023 through June 30, 2024.

NJ State Contract
#23-TELE-45460 (T2989) – Communication Wiring Services Contract
#83899 (T0109) – Wireless Contract

**MERCER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MAY 22, 2024**

RESOLUTION FY24 - 253

**CENTER FOR URBAN AGRICULTURE PROJECT APPLICATION
SECURING OUR CHILDREN’S FUTURE (SOCF) BOND ACT GRANT**

WHEREAS, the State of New Jersey, Office of the Secretary of Higher Education previously approved Mercer County Community College’s application for a Securing Our Children’s Future (SOCF) Bond Act (P.L. 2018, c.199) grant the “Center for Innovation in Renewable Energy” project through the College’s existing automotive technology program and other programs and approved by the College Board of Trustees by a November 19, 2020 resolution; and

WHEREAS, on October 21, 2021, the Board of Trustees approved the Office of the Secretary of Higher Education’s approval and the College’s acceptance of a Securing Our Children’s Future (SOCF) Bond Act project matching fund amount of \$1,333,333 (formerly \$1,000,000 approved by the Board on November 19, 2020) based on a total project cost of \$5,333,333 and a total grant amount of \$4,000,000 for a period of four (4) years from July 1, 2021 through June 30, 2025; and

WHEREAS, Mercer County Community College desires to submit a revised project application to undertake, implement and finance a modified Securing Our Children’s Future (SOCF) project entitled, “Center for Urban Agriculture” through the College’s horticultural science program and other College programs, consisting of the renovation and refurbishing of the college-owned property at 130 North Warren Street, in Trenton, New Jersey based on a total project cost of \$7,020,000 and a total SOCF bond grant amount of \$4,000,000. The \$3,020,000 project cost not covered by the SOCF bond grant amount, is to be paid by the College; therefore

BE IT RESOLVED, the Board of Trustees approves the submission of an application for project funding under the Securing Our Children’s Future Bond Act for a revised project entitled “Center for Urban Agriculture” with a total project cost of \$7,020,000 and a total SOCF bond grant amount of \$4,000,000. The \$3,020,000 in project costs not covered by the SOCF bond grant are to be paid by the College.

**MERCER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MAY 22, 2024**

RESOLUTION FY25 - 254

**SPIEZLE ARCHITECTURAL GROUP, INC.
MASTER PLANNING SERVICES**

WHEREAS, Mercer County Community College has the need for Master Planning services for future projects at the College; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A 18A:64A-25.5, (a) (1) exempts professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, to obtain the best overall value for the College, a request for proposal was issued on March 8, 2024 to certain qualified certified architectural firms, with evaluation criteria that included price and other factors; and

WHEREAS, of the three (3) vendors which responded to the request for proposals for Master Planning services by the required due date of March 27, 2024, Spiezle Architectural Group was considered the most overall responsible and best value for the college; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with Spiezle Architectural Group, Inc. of Hamilton, NJ, to provide professional Master Planning services for the College for an amount not to exceed \$450,000 from July 1, 2024 to June 30, 2025.

Mercer County Community College RFP #2401

**MERCER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MAY 22, 2024**

RESOLUTION FY25 - 254

BUDGET LINE: 70-07-01-03-700127-64105: Master Plan

DEPARTMENT: Facilities – Master Plan

VENDORS

Speizle Architectural Group Inc.
1395 Yardville-Hamilton Square Rd., Suite 2A
Hamilton, NJ 0869

MKSD Architects
1209 Hausman Road, Suite A
Allentown, PA 18104Ha

Clarke Caton Hintz
100 Barrack St.
Trenton, NJ 08608

TYPE OF PURCHASE:

Bids Distributed: 3 Bids Received: 3

DESCRIPTION: RFP # 2401 – Master Planning Professional Services for Chapter 12 Projects

BID SUMMARY:

VENDOR	Price and Other Factors Committee Evaluation Total Score
Speizle Architectural Group	96
MKSD Architects	89
Clarke Caton Hintz	87

*Note: Larger score indicates lower cost and higher committee rating on evaluation criteria:

- Cost
- Ability to meet Schedule
- Higher Education Experience
- Demonstration of understanding of Deficiencies
- Planning Processes
- Ability to Innovate
- References

MERCER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MAY 22, 2024

RESOLUTION FY24 - 255

Human Resources Office

To: Deborah Preston, Ph.D., President
From: Yvette Henry, Vice President for Human Resources
Date: May 8, 2024
Re: Ratification of Appointments

The following appointment(s) have been made since April 2024.

Effective Date of Hire	Department	Name	Title	Salary	FLSA
05/27/2024	Student Affairs	Carolyn White	Vice President of Student Affairs	\$160,500	Exempt