Bergen COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES
PUBLIC MEETING

Paramus Campus – Technology Building – Conference Rooms B and C
400 Paramus Road, Paramus, New Jersey 07652

Tuesday, November 25, 2025 – 5:00 p.m.

I. Call to Order

II. Open Public Meetings Act Statement

III. Oath of Office – Administered by Mrs. Arlene Q. Perez, Esq., DeCotiis, FitzPatrick, Cole, & Giblin, L.L.P.

- ❖ Alumni Trustee - Ms. Ourania Rahman

IV. Roll Call

V. Pledge of Allegiance

VI. Report from Nominating Committee on Slate of Officers

Action by Trustees on Slate of Officers

VII. Reorganization

Open to Public – (Comments on Actions R1 through R5 only)

Action

1. Designation of Depositories – Authorized Signatories
2. Board Meeting Dates and Official Publications - 2026
3. Reaffirm the Credit Programs, Curricula, and Courses Offered at Bergen Community College
4. Reaffirm Policies of the Board of Trustees
5. Appointment of Legal Counsel: _____.

VIII. Action on Reorganization Resolutions R1 through R5

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BOARD OF TRUSTEES
PUBLIC MEETING

Tuesday, November 25, 2025 – 5:00 p.m.
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IX. Reports:

A. Vice Chairman
B. Secretary
C. Treasurer
D. President

- ❖ Remarks

E. Committees
   1. Audit, Finance, and Legal Affairs
   2. Education and Student Affairs
   3. Personnel
   4. Site and Facilities
   5. Strategic Planning and Issues
F. Alumni Trustee
G. Chairperson

X. Unfinished Business / Board Members

XI. New Business / Board Members

XII. Open to the Public

XIII. Actions
   A. Approval of Board Minutes: Tuesday, October 7, 2025.
   B. Consent Agenda: Tuesday, November 25, 2025.

XIV. Executive Session, if required.

XV. (New Business/Open to the Public)

XVI. Adjournment

Bergen COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
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CONSENT AGENDA

Tuesday, November 25, 2025
Paramus Campus – Technology Building – Conference Rooms B and C
5:00 p.m.

Actions to be considered by the Board of Trustees. Additional actions may be added to this list and may be considered by the Board. Any actions listed herein may be removed from the Agenda by the Board prior to passage.

Approval of Board Minutes – Tuesday, October 7, 2025

REORGANIZATION (R)

1. Designation of Depositories – Authorized Signatories
2. Board Meeting Dates and Official Publications - 2026
3. Reaffirm the Credit Programs, Curricula, and Courses Offered at Bergen Community College
4. Reaffirm Policies of the Board of Trustees
5. Appointment of Legal Counsel:_____.

AUDIT AND FINANCE (A/F)

1 Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. To authorize the award of Public Bid P-2417 for On-Call Locksmith Services to Parent Door Hardware Sales and Services, Inc.
3. To authorize the award of Public Bid P-2415 for Solid Waste Collection, Disposal, and Recycling Services to Gaeta Recycling Co., Inc.
4. To authorize the award of Public Bid P-2416 for on-call HVAC maintenance services to In-Line Air Conditioning Company, Inc.
5. To authorize the renewal of the College's Blackboard Ally software for Canvas with Anthology through lead agency Edge for the period of January 1, 2026, through December 31, 2026, at a cost of $35,145.00.
6. To authorize the purchase of one (1) block of Nutanix nodes from Cyber Security Operations Consulting through Edge.
7. To authorize entering into an agreement with MRA International Inc. through the Bergen County Co-Op #24-38 for the installation of security equipment and IT upgrades at all three Bergen Community College Campus locations for an estimated cost of $715,266.48.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. To authorize submission of a grant application for $435,000 to the New Jersey Department of Labor and workforce development under Pre-Apprenticeship Career Education *(PACE) Program FY26 - Round 1*, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute required documents.
2. To accept a grant of $105,882 from the Office of the Secretary of Higher Education's (OSHE) The Center for Adult Transition, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

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CONSENT AGENDA

Tuesday, November 25, 2025
Page 2

EDUCATION AND STUDENT AFFAIRS (E/SA)

3. To authorize submission of a grant application for a two-year performance period for $275,000 to the Teagle Foundation for The Cornerstone: Learning for Living initiative, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
4. To authorize submission of an 18-month, $400,000 grant application to the New Jersey Department of Labor and Workforce Development under the *New Jersey Builders' Utilization Initiative for Labor Diversity (NJBUILD) Women and Minorities in Construction Trades Program,* and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
5. Appointment: Advisory Committee Members

PERSONNEL (P)

1. To approve the specified personnel separations.
2. Approve: Contractual Salary Increase for Dr. Eric M. Friedman, President, Bergen Community College.
3. To approve the appointments of the specified Professional personnel.
4. To approve the appointments of the specified Support personnel.
5. To approve the appointment of the specified Grant personnel.
6. To approve the appointment of the specified Lecturer for the Fall-2 2025 Semester.
7. To approve adding a vacant position to the organizational chart and job description.
8. To approve the appointment of the specified personnel to a stipend position.
9. To authorize stipends to college personnel providing services for the Bergen Community College musical production *John Lennon's 85th Birthday Celebration* on October 9, 2025.
10. To approve leave of absence.

SITE AND FACILITIES (S/F)

1. To authorize the attached list of Architects and Engineers that submitted the required documents for the 2026 Request for Qualifications for these professional services.
2. To authorize Bergen Community College ("the College") to enter into an agreement with RSC Architects for the preparation of contract drawings and specifications for the Hydroponic Pods.
3. To authorize Bergen Community College ("the College") to enter into an agreement with RSC Architects for the preparation of contract drawings and specifications for the Pitkin Education Center cooling tower and 500-ton chiller replacement.
4. To authorize Bergen Community College ("the College") to enter into an agreement with RSC Architects to prepare contract drawings and specifications for the repair and restoration of the spalling concrete of the ceiling/driveway in the basement of the Ciarco Learning Center.
5. To authorize awarding a professional services contract for $148,000 to T&M Associates to prepare plans, specifications, and agency permitting documentation for the parking lot storm water management renovation at the Lyndhurst Campus.

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BOARD OF TRUSTEES ACTION Reorganization 1
Approval Date: November 25, 2025

Resolution
Designation of Depositories – Authorized Signatories

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested
To designate depositories and authorized signatories.

RESOLVED, that the attached list of banks (Exhibit R 1) shall be the official depositories of Bergen Community College funds; and further

RESOLVED, that the signature of one of the below listed College Officers or Trustees be placed on all College checks up to $5,000.00, two signatures shall be required for checks in excess of $5,000.00, and one signature for wire transfers:

Board of Trustees
1. Chairperson
2. Vice Chairperson
3. Treasurer

Administration
4. College President *
5. Chief Financial Officer

* Facsimile signature plate authorized

Ascendia Bank
474 Prospect Avenue
West Orange, NJ 07052

Bank of America
252 Rock Road
Glen Rock, NJ 07452

Bogota Savings Bank
819 Teaneck Road
Teaneck, NJ 07666

Columbia Savings Bank
14-01 River Road
Fair Lawn, NJ 07410

Connect One Bank
301 Sylvan Avenue
Englewood Cliffs, NJ 07632

Freedom Bank
99 West Essex St.
Maywood, NJ 07607

Investors Bank
70 Hackensack Avenue
Hackensack, NJ 07601

Peapack-Gladstone Bank
500 Hills Drive, Suite 300
Bedminster, NJ 07921

PNC Bank
289 Route 18
East Brunswick, NJ 08816

Provident Bank
464 Eagle Rock Avenue
West Orange, NJ 07052

TD Bank
1000 MacArthur Boulevard
Mahwah, NJ 07430

Valley National Bank
1460 Valley Road
Wayne, NJ 07470

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BOARD OF TRUSTEES ACTION Reorganization 2
Approval Date: November 25, 2025

Resolution
Board Meeting Dates and Official Publications - 2026

Submitted By
Dr. Eric M. Friedman, President
Maria V. Ferrara, Board of Trustees Office / Office of the President

Action Requested
The following dates are to be approved for regular meetings of the Board of Trustees for 2026.

2026 Meeting Dates

Day	Date	Time	Location
Tuesday	January 6	5:00 p.m.	Paramus Campus
Tuesday	February 3	5:00 p.m.	Paramus Campus
Tuesday	March 3	5:00 p.m.	Meadowlands Campus
Tuesday	April 7	5:00 p.m.	Paramus Campus
Tuesday	May 5	5:00 p.m.	Paramus Campus
Tuesday	June 16	5:00 p.m.	Paramus Campus
Tuesday	August 4	5:00 p.m.	Paramus Campus
Thursday	September 10	5:00 p.m.	Paramus Campus
Tuesday	October 6	5:00 p.m.	Ciarco Campus
Tuesday	November 24	5:00 p.m.	Paramus Campus Reorganization Meeting

Formal action may be taken at any of the meetings listed above. Portions of all meetings may be held in executive session to the extent allowed by law.

Justification
To establish dates of the Board of Trustees Meetings in conformance with Policy 004-002:2018 Board Meetings with Official Publications. These dates will be published in the following newspapers: The Record and The Herald News.

Formal action may be taken at any of the meetings listed above. Portions of all meetings may be held in executive session to the extent allowed by law.

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BOARD OF TRUSTEES ACTION Reorganization 3
Approval Date: November 25, 2025

Resolution
Reaffirm the Credit Programs, Curricula, and Courses Offered at Bergen Community College

Submitted By
Dr. Eric M. Friedman, President
Dr. Andrew Tomko, Vice President of Academic Affairs and Provost

Action Requested
Reaffirm the credit programs, curricula, and courses as published in the 2025 -2026 Bergen Community College Catalog as the official curricula of the College and until such time as they are revised, amended, rescinded, or new programs are adopted through the appropriate College policies and processes.

Justification
Under the Higher Education Restructuring Act, Boards of Trustees have increased responsibility for curricula and programs. It has been recommended that the College Catalog listings of credit programs be reaffirmed at the annual reorganization meeting, as published on the college website:

bergen.edu/catalog

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BOARD OF TRUSTEES ACTION Reorganization 4
Approval Date: November 25, 2025

Resolution
Reaffirm Policies of the Board of Trustees

Submitted By
Dr. Eric M. Friedman, President

Action Requested
Reaffirm the policies of the Board of Trustees, as published on the college website:

https://bergen.edu/about-us/college-policies/

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BOARD OF TRUSTEES ACTION Reorganization 5
Approval Date: November 25, 2025

Resolution
Appointment of Legal Counsel:_____.

Submitted By
The Audit, Finance, and Legal Affairs Committee

Action Requested
Appointment of the law firm of_____, as general counsel for Bergen Community College for the year commencing January 1, 2026, and ending December 31, 2026, in accordance with their proposal, which was submitted in response to the Request for Qualifications for Legal Services, issued by the College on October 1, 2025.

Justification
The Request for Qualifications was advertised on October 1, 2025, on the College website, in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law and conforms to a "Fair and Open Process." Legal services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (1).

Charge to:	College Operating Funds
Account Number:	10-01-186100-607566

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BOARD OF TRUSTEES ACTION A/F1
Approval Date: November 25, 2025

Resolution
Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested
Approval for payment of the following legal vouchers:

DeCotiis, FitzPatrick, Cole & Giblin. LLP.

September 1, 2025, to September 30, 2025,	$ 37,379.74
October 1, 2025, to October 31, 2025,	$ 26,960.74

Charge to:	College Operating Funds
Account Number:	10-01-186100-607566
Amount:	$ 64,340.48

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BOARD OF TRUSTEES ACTION A/F 2
Approval Date: November 25, 2025

Resolution
To authorize the award of Public Bid P-2417 for On-Call Locksmith Services to Parent Door Hardware Sales and Services, Inc.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Nathaniel Saviet, Vice President of Facilities
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to award Public Bid P-2417 for On-Call Locksmith Services to Parent Door Hardware Sales and Services, Inc. for an estimated amount of $331,993.80 for a two-year period beginning November 30, 2025, through November 29, 2027, with an option to extend for one additional year.

Justification
The College requires routine and emergency repair services for all doors and door systems, including automatic doors, fire-rated doors, mechanical systems, keys, latches, and other entry controls devices in all college buildings. These services are required on an as-needed basis to provide continuous coverage to ensure safe and secure facilities.

Bids were received from:

Parent Door Hardware Sales and Services, Inc.	$331,993.80
R.D. Sales Door and Hardware LLC	$717,500.00
Priority Group Services LLC	$752,916.45

Charge To: College Operating Funds, Capital
Account Number: 10-06-610100-607550
Amount: $331,993.80

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BOARD OF TRUSTEES ACTION A/F 3
Approval Date: November 25, 2025

Resolution
To authorize the award of Public Bid P-2415 for Solid Waste Collection, Disposal and Recycling Services to Gaeta Recycling Co., Inc.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Nathaniel Saviet, Vice President of Facilities
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to award Public Bid P-2415 for Solid Waste Collection, Disposal and Recycling Services to Gaeta Recycling Co., Inc. for an estimated amount of $401,880.00 for a three-year period from February 1, 2026, through January 31, 2029.

Justification
The College requires comprehensive recycling and waste removal services to facilitate clean, safe, and environmentally responsible campus operations. Consistent recycling and disposal practices allow the College to comply with local, state, and federal regulations while promoting campus-wide initiatives to reduce environmental impact and foster a culture of sustainability among students, faculty, and staff. These services include the routine collection and transportation of solid waste as well as the delivery of recyclable materials to designated processing facilities. Reliable waste management is critical to maintaining sanitary conditions, preventing health and safety hazards, and supporting the College's commitment to sustainability and good environmental stewardship.

Bids were received from:

Gaeta Recycling Co., Inc.	$401,880.00

Charge To: College Operating Funds, Capital
Account Number: 10-06-650100-607545
Amount: $401,880.00

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BOARD OF TRUSTEES ACTION A/F 4
Approval Date: November 25, 2025

Resolution
To authorize the award of Public Bid P-2416 for on-call HVAC maintenance services to In-Line Air Conditioning Company, Inc.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Nathaniel Saviet, Vice President of Facilities
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to award Public Bid # P-2416 for On-Call HVAC Maintenance Services at all Bergen Community College campuses to In-Line Air Conditioning Company Inc. for a two-year period from January 15, 2026, through January 14, 2028, with an option to extend for one (1) additional year in the estimated amount of $1,379,170.

Justification
The College needs an on-call HVAC contractor to provide routine and emergency repairs to the Heating, Ventilation and Air Conditioning systems in all the college buildings on all three campuses.

Bids were received from:
In-Line Air Conditioning Company Inc. $1,379,170

Charge to: College Operating Funds, Capital
Account Number: 10-06- 610100-607550
Amount: $1,379,170

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BOARD OF TRUSTEES ACTION A/F 5
Approval Date: November 25, 2025

Resolution
To authorize the renewal of the College's Blackboard Ally software for Canvas with Anthology through lead agency Edge for the period of January 1, 2026, through December 31, 2026, at a cost of $35,145.00.

Submitted By
Dr. Eric M. Friedman, President
Mr. Ron Spaide, Chief Information Officer
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to renew the College's agreement for Blackboard Ally software for Canvas LMS with Anthology through lead agency Edge (Contract# EMLAS-19-003) for the period of January 1, 2026, through December 31, 2026, at a cost of $35,145.00.

Justification
The Blackboard Ally (Ally) software allows the College to automatically run course materials through an accessibility checklist that tests common accessibility issues. Ally will then generate a range of more accessible alternatives based on the instructor's original course and make these available to the students. These alternative accessible formats include Semantic HTML, audio, ePub, and electronic braille. Ally provides an institution-wide course content accessibility report that provides deep insights into how the institution is performing and evolving from a course content accessibility point of view. This report helps to track progress, can highlight problem areas, and can identify initiatives to improve accessibility and compliance issues at the institution.

Consortium purchases are allowed in accordance with County College Contracts Law 18A:-64A-25.10. Edge is a not-for-profit technology consortium and is exempt from Pay-to-Play

Charge to:	College Operating Funds
Account Number:	10-01-165100-607526
Amount:	$35,145.00

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BOARD OF TRUSTEES ACTION A/F 6
Approval Date: November 25, 2025

Resolution
To authorize the purchase of one (1) block of Nutanix nodes from Cyber Security Operations Consulting through Edge.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Ron Spaide, Chief Information Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to purchase one (1) block of Nutanix nodes from Cyber Security Operations Consulting through Edge cooperative contract # EMLAS-14-001 (00278834) in the amount of $476,218.98.

Justification
This Nutanix G9 block of nodes will address lifecycle replacement needs for our G7 Nutanix nodes in the College's datacenter. This block of nodes is at the end of its useful life and is no longer capable of receiving security updates, software patches, and maintenance support. Nutanix is the infrastructure of the College datacenter's scalable virtual server environment for our virtual desktop environment and disaster recovery environment.

Purchases through Edge cooperative contract # EMLAS-14-001 (00278834) are allowed in accordance with County College Contracts Law 18A:64A-25.9.

Charge to:	County Capital Bond
Account Number:	20-00-xxxxxx-604300
Amount:	$476,218.98

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BOARD OF TRUSTEES ACTION A/F 7
Approval Date: November 25, 2025

Resolution
To authorize entering into an agreement with MRA International Inc. through the Bergen County Co-Op #24-38 for the installation of security equipment and IT upgrades at all three Bergen Community College Campus locations for an estimated cost of $715,266.48.

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. David Borzotta, Associate Vice President of Safety and Security
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to enter into an agreement with MRA International Inc. for the installation of security equipment and IT upgrades at all three Bergen Community College Campus locations through the Bergen County Co-Op #24-38 for an estimated amount of $715,266.48.

Justification
Upgrading the College's security system is essential to maintaining a safe and secure campus environment. Modern security technology enhances incident prevention and response, and it facilitates compliance with current safety standards and best practices. The proposed upgrade will allow campus security staff to respond more effectively to potential threats or emergencies. Enhanced system interoperability will also strengthen coordination with local law enforcement and first responders, reducing response times and improving overall incident management.

Consortium purchases are allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge to:	Chapter 12
Account Number:	20-00-180305-604218
	20-00-180602-604218
	20-00-180802-604218
	20-00-170200-604218
Amount:	$715,266.48

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BOARD OF TRUSTEES ACTION E/SA 1
Approval Date: November 25, 2025

Resolution
To authorize submission of a grant application for $435,000 to the New Jersey Department of Labor and workforce development under **Pre-Apprenticeship Career Education (*PACE) Program FY26 - Round 1***, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute required documents.

Submitted By
Dr. Eric M. Friedman, President
Ms. Cinzia D'Iorio, Vice-President Continuing Education and Workforce Development
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Anjali Thanawala, Director, Grants Administration

Action Requested
Authorization to submit a grant application for $435,000 to the New Jersey Department of Labor and workforce development under **Pre- Apprenticeship Career Education (PACE)*Program FY26 - Round 1***, and authorize Dr. Eric M. Friedman, President, or his designee, to execute required documents.

Justification
This grant's primary goal is to increase opportunities for upward mobility and economic fairness for all participants. Through this grant, the Continuing Education Division will:

1. Create a pipeline of qualified individuals that move from pre-apprenticeship programs to registered apprenticeship, employment, or post-secondary career pathways.
2. Expand Registered Apprenticeship opportunities to underrepresented, disadvantaged, or low-skill populations.
3. Contribute to developing a highly skilled workforce that possesses the skills and qualifications demanded in the Health Care industry.

No college matching funds are required.

The project description and budget are in development.

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BOARD OF TRUSTEES ACTION E/SA 2
Approval Date: November 25, 2025

Resolution
To accept a grant of $105,882 from the Office of the Secretary of Higher Education's (OSHE) **The Center for Adult Transition**, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Anthony J. Trump, Vice-President Student Affairs
Dr. Anjali Thanawala, Director of Grants Administration

Action Requested
Authorization to accept a grant award of $105,882 from **The Center of Adult Transition** for the Budget period 09/01/2025- 06/30/2026, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Justification
This grant will provide students (up to 24 years old) who have developmental disabilities with the support and resources necessary to more successfully transition from secondary school to postsecondary education and adult employment, and to promote independent living opportunities by acquiring the skills necessary to succeed.

No college funds are required.
Budget documents are in development.

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BOARD OF TRUSTEES ACTION E/SA 3
Approval Date: November 25, 2025

Resolution
To authorize submission of a grant application for a two-year performance period for $275,000 to the **Teagle Foundation** for **The Cornerstone: Learning for Living** initiative, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By
Dr. Eric M. Friedman, President
Dr. Andrew Tomko, Vice President of Academic Affairs and Provost
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Anjali Thanawala, Director, Grants Administration

Action Requested
Authorization to submit a grant application for a two-year performance period for $275,000 to the **Teagle Foundation** for **The Cornerstone: Learning for Living** initiative, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Justification
The *Cornerstone: Learning for Living* initiative aims to reinvigorate the role of the humanities within general education. By integrating humanities courses into the curriculum, the initiative equips students with the essential analytical and critical thinking skills that prepare them for success in their academic, professional, and personal lives.

No college matching funds are required.

The project description and budget are in development.

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BOARD OF TRUSTEES ACTION E/SA 4
Approval Date: November 25, 2025

Resolution

To authorize submission of an 18-month, $400,000 grant application to the New Jersey Department of Labor and Workforce Development under the ***New Jersey Builders' Utilization Initiative for Labor Diversity (NJBUILD) Women and Minorities in Construction Trades Program,*** and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Cinzia D'Iorio, Vice President, Continuing Education and Workforce Development
Dr. Anjali Thanawala, Director, Grants Administration

Action Requested

Authorization to apply for an 18-month, $400,000 grant to the New Jersey Department of Labor and Workforce Development under the ***New Jersey Builders' Utilization Initiative for Labor Diversity (NJBUILD) Women and Minorities in Construction Trades Program,*** and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Justification

This grant's primary goal is to increase opportunities for women and minorities to acquire skills, increase employment opportunities, and benefit economically from construction/infrastructure projects within New Jersey. The award funds will help the Bergen Community College Continuing Education Division to:

1. Engage contractors in developing and providing construction-related occupational skills training.
2. Assist participants with job placement services targeting employment in a USDOL Registered Apprenticeship program or construction-related job, including lead abatement occupations. These jobs are defined as construction jobs with a pay rate of no less than $15 per hour. Participants are required to earn a minimum of one industry-valued credential.
3. Provide career pathways (rigorous and high-quality education, training, and other services) in construction-related fields.

No college matching funds are required.
The project description and budget are in development.

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BOARD OF TRUSTEES ACTION E/SA 5
Approval Date: November 25, 2025

Resolution
Appointment: Advisory Committee Members

Submitted By
Dr. Eric M. Friedman, President
Dr. Andrew Tomko, Vice President of Academic Affairs and Provost
Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested
To appoint Advisory Committee members for a three-year term (unless otherwise specified), effective November 2025.

Justification
The use of advisory committees is of inestimable value in aiding the College in establishing and conducting educational programs that are relevant to Bergen County's industry, business, government, labor, and the community at large.

Advisory committees for New Jersey Community Colleges have been prescribed by Regulations and Standards for New Jersey Community Colleges, Section 670 of 1-600 (Educational Programs), and are required for all vocational curricula.

The list of proposed members for advisory committees is attached.

First Name	Last Name	Company Affiliation	Term/Yr	Advisory Group
Almida	Hernandez	Fair Lawn High School	3	Diagnostic Medical Sonography
Nicole	Campestre	Valley Hospital/Supervisor	3	Diagnostic Medical Sonography
Danielle	Klus	Dumont High School/Counselor	3	Diagnostic Medical Sonography
First Name	**Last Name**	**Company Affiliation**	Term/Yr	**Advisory Group**
Julee	Gleffe	Bergen Community College Student	2	Radiography Program
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Lourdes	Nunez	North Hudson Community Action Dental Hygienist	3	Dental Hygiene
Ryan	Kiamos	Ultradent	3	Dental Hygiene
Dr. Aneta	D'Amico	Pleasant Avenue Dental, Maywood, NJ	3	Dental Hygiene
Nesreen	Hamdan	Dental Hygienist	3	Dental Hygiene
Pablo	Alvelo	Dental Hygienist	3	Dental Hygiene
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Terri	Berg	Bergen Community College Student	1	Surgical Technology
Maria	Moniakonis	Bergen Community College Student	1	Surgical Technology
Dana	Napolelano	Public	1	Surgical Technology
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Ryan	Buttler	Bergen Community College Student	2	Radiation Theraphy
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Amanda	Nikolaidis	Bergen Community College Graduate	2	Paramedic Program
Jacob	Tumminelli	Bergen Community College Student	1	Paramedic Program
Johanna	Strange	Bergen Community College Student	1	Paramedic Program
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Megan	Wilhelm	Bergen Community College Student	2	Respiratory Care
Theresa	Schroth	Bergen Community College Student	2	Respiratory Care
First Name	**Last Name**			**Advisory Group**
Jennifer	Mead	District Coordinator/Kearny Schools	2	Nursing Department
Maria	Toubroukji	Coordinator Academic/Englewood Hospital	2	Nursing Department
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Michelle	Goldberg	Precision Nutrition/Rutgers University	3	Wellness Program
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Michael	Cenicola	Chartwells & Aramark	3	Hotel & Restaurant Management/Culinary (HRM)
Oliver	Zabar	Zabar, Inc. NYC	3	Hotel & Restaurant Management/Culinary (HRM)
Marita	De La Torre	Patisserie Florentine, NJ	3	Hotel & Restaurant Management/Culinary (HRM)
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Clare	Kennedy	Professor of Horticulture, Bergen Community College	3	Horticulture
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Maria	Chano	Professor of Cybersecurity, Bergen Community College	3	Cybersecurity
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
John	Onnembo	Lincoln Center - Metropolitan Opera IATSI/BCC Alumn	3	Technical Theatre
Hannah	M'Lynn	Blue Fire Theatricals	3	Technical Theatre
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Steve	Vavagiakis	Bang Zoom Productions	2	Recording Technology and Music Business
Ariel	Bojoruw	Westward Music Group	2	Recording Technology and Music Business
Kim	Zastawny	Universal Music Group	2	Recording Technology and Music Business
Rey	Roldan	Raybee, Inc.	2	Recording Technology and Music Business
Rod	Shepard	Adjunct Professor, BCC & Montclair State U.	2	Recording Technology and Music Business
Divinity	Montijo	BCC Alum & Pro Tutor; Business Development Oficer, Columbia Bank	2	Recording Technology and Music Business
Jonathan	Appell	Adjunct Professor, BCC & New York Film Academy	2	Recording Technology and Music Business
Steve	Schwartz	Sound Engineer	2	Recording Technology and Music Business
Mark	Conklin	Prudential Center	2	Recording Technology and Music Business
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Adam	Lederman , Esq	Davis, Saperstein & Solomon, Hackensack, NJ	3	Legal Studies
Annabell	Zorilla	Bergen County Prosecutor's Office, Hackensack, NJ	3	Legal Studies
Carol	Dengel	Bergen County Surrogate's Court, Hackensack, NJ	3	Legal Studies
First Name	**Last Name**	**Company Affiliation**	**Term/Yr**	**Advisory Group**
Kyunghee	Choi	Executive in Residence Bergen Community College	1	Finance
Dr. Dorathy	Okeke-Okiche	Bright House Financial	1	Finance

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BOARD OF TRUSTEES ACTION P1
Approval Date: November 25, 2025

Resolution
To approve the specified personnel separations.

Submitted By
Dr. Eric M. Friedman, President
Ms. Cinzia D'Iorio, Vice President of Continuing Education and Workplace Development
Mr. Nathaniel Saviet, Vice President of Facilities
Dr. Andrew Tomko, Vice President of Academic Affairs and Provost
Dr. Anthony Trump, Vice President of Student Affairs
Ms. Ellianne Gallardo, Vice President of Human Resources and Organizational Development

Justification:
To accept the separation of the following individuals:

	Name	Reason	Position/Department/Division/Unit	Effective Date
1.	Genesis Avellaneda	Termination	Administrative Assistant/Continuing Education and Workforce Development/Support	10/17/2025 (retroactive)
2.	Saleem Allen	Resignation	Custodian/Facilities/Support	10/21/2025 (retroactive)
3.	Carolyn Lyons	Retirement	Department Coordinator/Enrollment Services/Student Affairs/Support	01/01/2026
4.	Gerard Tortora	Retirement	Professor/Science, Math and Technology/Academic Affairs/Faculty	02/01/2026

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BOARD OF TRUSTEES ACTION P2
Approval Date: November 25, 2025

Resolution
Approve: Contractual Salary Increase for Dr. Eric M. Friedman, President, Bergen Community College.

Submitted By
Ms. Dorothy Blakeslee, Chairperson, Board of Trustees
Ms. Ritzy Moralez-Diaz, Chairperson, Personnel Committee

Action Requested
To approve a merit increase, based on the President's performance, of _____ % to President Eric M. Friedman per his employment contract.

Justification
Per the performance evaluation conducted by the Board of Trustees, as stipulated in his contract.

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BOARD OF TRUSTEES ACTION P3
Approval Date: November 25, 2025

Resolution
To approve the appointments of the specified Professional personnel.

Submitted By
Dr. Eric M. Friedman, President
Ms. Cinzia D'Iorio, Vice President of Continuing Education and Workforce Development
Mr. Ronald Spaide, Chief Information Officer
Ms. Ellianne Gallardo, Vice President of Human Resources and Organizational Development

Action Requested
To approve the appointment of the following individuals to the vacant positions and annual salaries indicated below:

	Name	Position/Division	Unit	Salary (pro-rated)	Effective Date
1.	Nancy Podesta	Workforce and Career Placement Manager/Continuing Education and Workforce Development	Professional	$60,000.00	01/05/2026
2.	Kevin Gonzalez	Technical Support Specialist II/ Information Technology	Professional	$55,500.00	12/01/2025
3.	Kevin Hernandez	Technical Support Specialist II/ Information Technology	Professional	$55,500.00	12/16/2025
4.	Stuart Milstone	System Administrator II/ Information Technology	Professional	$88,500.00	12/01/2025

Justification
1.-4. To fill the budgeted vacant positions through successful search processes pending completion of background checks and references.

Charge to:
College Operating Funds in accordance with the list below:

1. 10-04-450000-601110
2-3 10-01-165300-601110
4. 10-01-165200-601110

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BOARD OF TRUSTEES ACTION P4
Approval Date: November 25, 2025

Resolution
To approve the appointment of the specified Support personnel.

Submitted By
Dr. Eric M. Friedman, President
Mr. David Borzotta, Associate Vice President of Safety and Security
Ms. Ellianne Gallardo, Vice President of Human Resources and Organizational Development

Action Requested
To approve the appointment of the following individual to the vacant position and annual salary indicated below:

	Name	Position/Division	Unit	Salary (pro-rated)	Effective Date
1.	Antonella Arellano	Public Safety Officer/ Safety and Security	Support	$42,500.00	01/05/2026

Justification
1. To fill budgeted vacant positions through successful search processes pending completion of background checks and references.

Charge to: College Operating Funds
1. 10-01-192100-601138

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BOARD OF TRUSTEES ACTION P5
Approval Date: November 25, 2025

Resolution
To approve the appointment of the specified Grant personnel.

Submitted By
Dr. Eric M. Friedman, President
Ms. Cinzia D'Iorio, Vice President of Continuing Education and Workforce Development
Dr. Tonia McKoy, Assistant Vice President of Research and Institutional Effectiveness
Ms. Ellianne Gallardo, Vice President of Human Resources and Organizational Development

Action Requested
To approve the appointment of the following individual to the vacant position and annual salary indicated below:

	Name	Position/Division	Unit	Salary (pro-rated)	Effective Date
1.	Sindhuri Chintakunta	Research Analyst/ Research and Institutional Effectiveness	Grant	$63,000.00	12/16/2025
2.	Mounira Gad	Project Director, DOL Title II ABS Grant/Continuing Education and Workforce Development	Grant	$72,000.00	12/01/2025

Justification
1.-2. To fill a budgeted vacant position. This position is at-will.

Charge to:
Grant Funds in accordance with the list below:

1. 50-03-599001-601110- 80%
   50-03-570700-601110- 10%
   50-03-588800-601110- 10%
2. 50-03-501800-601110

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BOARD OF TRUSTEES ACTION P6
Approval Date: November 25, 2025

Resolution
To approve the appointment of the specified Lecturer for the Fall-2 2025 Semester.

Submitted By
Dr. Eric M. Friedman, President
Dr. Andrew Tomko, Vice President of Academic Affairs and Provost
Ms. Ellianne Gallardo, Vice President of Human Resources and Organizational Development

Action Requested
To approve the appointment of the following individual as a Lecturer for the Fall-2 2025 semester at the salary indicated:

Name	Discipline/Division	Salary	Effective Date (retroactive)
Michael Aldi	Biology/Math, Science and Technology	$24,234.76	09/24/2025

Justification
Lecturer appointment to cover full time class loads due to recent leaves, faculty retirements, and enrollment trends.

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BOARD OF TRUSTEES ACTION P7
Approval Date: November 25, 2025

Resolution
To approve adding a vacant position to the organizational chart and job description.

Submitted By
Dr. Eric M. Friedman, President
Dr. Anthony Trump, Vice President of Student Affairs
Ms. Ellianne Gallardo, Vice President of Human Resources and Organizational Development

Action Requested
To approve the vacant position be added to the College's organizational chart:

	Title	Department/Division	Unit
1.	Assistant Director, College Readiness and Early College Programs	Student Support Services/ Student Affairs	Professional

Justification
1. To approve adding an additional position and job description which better represents the changing scope of work and additional responsibilities of the department.

BERGEN COMMUNITY COLLEGE

JOB DESCRIPTION

TITLE: Assistant Director of College Readiness and Early College Programs (Professional Staff)

DEPARTMENT: Office of College Readiness and Early College Programs

FUNCTION: The Assistant Director of College Readiness and Early College Programs provides strategic leadership and operational oversight to advance the mission, growth, and day-to-day success of the College's initiatives with K–12 partners. This role supports the Director in developing innovative programs, streamlining enrollment processes, and ensuring high-quality experiences for students, families, and school partners. The Assistant Director builds and sustains strong relationships with educators, administrators, and community stakeholders, while delivering exceptional academic advising, compliance management, and program coordination. Through data-driven decision-making and collaborative leadership, the Assistant Director plays a critical role in expanding access, fostering student success, and enhancing the visibility and impact of Early College and College Readiness pathways.

REPORTS TO: Director of College Readiness & Early College Programs

SUPERVISES: Assigned full-time and part-time staff

MAJOR RESPONSIBILITIES:

1. Coordinates and executes college enrollment processes with multiple partner high schools across all program tracks.
2. Provides leadership in the Early College, Bergen Experience, Dual Enrollment and College Readiness Now Grant programs, including identifying growth opportunities and addressing barriers to access.
3. Supervises part-time staff or student workers as assigned and helps train and mentor internal team members.
4. Serves as a liaison to high school administrators, faculty, and guidance counselors to coordinate schedules, placement, and program logistics.
5. Maintains, reviews, and updates articulation agreements with high school and college partners; ensures compliance, accurate records, and smooth student transitions in alignment with program goals.
6. Collaborates with Academic Affairs, Enrollment Services, IT, and the Bursar to ensure a smooth student and partner experience.
7. Manages a student caseload of dual enrollment students, providing academic advising, success coaching, course planning, and registration support.
8. Develops and monitors the system for student registration, academic progress tracking, and credential completion.
9. Contributes to the planning and execution of signature events such as orientations, cohort kickoffs, information sessions, and college readiness workshops and summer programs.
10. Leads data collection and analysis to evaluate program outcomes, inform strategic decisions, and prepare reports for internal and external stakeholders.

11. Supports program marketing and recruitment efforts, including presentations to students, families, and school administrators, and building a social media presence.
12. Assists with grant administration, budgeting, and reporting requirements.
13. Represents the Director in meetings, committees, and external functions as needed.
14. Performs other duties as assigned by the Director or senior leadership.

QUALIFICATIONS: This position requires a professional, approachable, and enthusiastic presence when engaging with students, families, and K–12 partners, building trust, rapport, and lasting relationships. Success in the role depends on the ability to inspire, motivate, and support staff while upholding high standards for program operations and student achievement. A sharp analytical mindset, meticulous attention to detail, and a commitment to process improvement are essential, along with the capacity to manage high-volume data and program logistics with accuracy, efficiency, and diplomacy.

REQUIRED:

- Bachelor's degree
- 3–5 years of experience in higher education, student services, program coordination, or school/college partnerships.
- Experience working with high school students, families, and educational partners.

PREFERRED:

- Master's Degree
- Bilingual in English and Spanish to support multilingual students and families.

Bergen Community College is an equal opportunity employer and does not discriminate on the basis of race, color, religion, age, sex, national origin, disability, or veteran status.

Submitted by: E-SIGNED by Anthony Trump on Sep 22, 2025 18:02:49:49 GMT Date: September 22, 2025
Name/Title

Approved by: E-SIGNED by Anthony Trump on Sep 22, 2025 18:02:41:41 GMT Date: September 22, 2025
Name/Title

Reviewed by: S.R. E-SIGNED by Ellianne Gallardo on Sep 29, 2025 17:58:05:05 GMT Date: September 29, 2025
Human Resources

Board Approval: _____ Date: _____
Board Approval

THE COLLEGE RESERVES THE RIGHT TO MODIFY JOB DESCRIPTIONS AT ANY TIME WITH OR WITHOUT NOTICE

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BOARD OF TRUSTEES ACTION P8
Approval Date: November 25, 2025

Resolution
To approve the appointment of the specified personnel to a stipend position.

Submitted By
Dr. Eric M. Friedman, President
Dr. Anthony Trump, Vice President of Student Affairs
Ms. Ellianne Gallardo, Vice President of Human Resources and Organizational Development

Action Requested
To approve the appointment of the following individuals to a budgeted stipend position at the amount indicated:

	Name	Position	Stipend	Effective Dates (pro-rated)
1.	Davius Bunch	Assistant Wrestling Coach	$4,000.00	09/15/2025 – 06/30/2026
2.	Paul Robledo	Assistant Baseball Coach	$4,050.00	11/01/2025 – 06/30/2026
3.	Anissa Arteaga	Assistant Women's Basketball Coach	$4,500.00	11/01/2025 – 06/30/2026

Justification
1.-3. To fill vacant assistant coach and head coach positions, the above-mentioned stipend is seasonal. The hiring of the coaches is contingent on Bergen Community College approving a fall, winter or spring athletic season.

Charge to:
College Operating Funds Account Numbers in accordance with the list below:
1.-3. 60-09-910000-601161

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BOARD OF TRUSTEES ACTION P9
Approval Date: November 25, 2025

Resolution
To authorize stipends to college personnel providing services for the Bergen Community College musical production *John Lennon's 85th Birthday Celebration* on October 9, 2025.

Submitted by
Dr. Eric M. Friedman, President
Dr. Andrew Tomko, Vice President of Academic Affairs and Provost
Ms. Ellianne Gallardo, Vice President of Human Resources and Organizational Development

Action Requested
Authorization for stipends to the following individuals for their work on:
Music Professors Can Do! John Lennon's 85th Birthday Celebration, October 9th, 2025, Ciccone Theater

Name	Position	Stipend
1. Jonathan Appell	Drummer	$ 250.00
2. John LaBarbera	Guitarist	$ 250.00
3. Rod Shepard	Guitarist	$ 250.00
4. Katherine Sheppard	Keyboardist	$ 250.00
5. Nelson Riveros	Guitarist	$ 250.00

Justification:
Bergenstages productions require the support of personnel with specific technical and/or artistic skillsets, and these additional duties fall outside the regular responsibilities and working hours of the faculty and staff providing these services. These services are contracted on a per-production basis, and the stipends are inclusive of all prep/rehearsal time, performance, and other ancillary activities related to the production.

Charge To:
College Operating Funds in accordance with below.
1.-5. 10-03-396300-607523

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BOARD OF TRUSTEES ACTION P10
Approval Date: November 25, 2025

Resolution
To approve Leave of Absence

Submitted By
Dr. Eric M. Friedman, President
Dr. Anthony Trump, Vice President of Student Affairs
Ms. Ellianne Gallardo, Vice President of Human Resources and Organizational Development

Action Requested
To approve the Leave of Absence, without pay, for the following individuals from the positions listed below, effective dates as indicated:

	Name	Position/Division/Bargaining Unit	Effective Dates (retroactive)
1.	Serina May	Enrollment Generalist (Temporary Full-Time)/Student Affairs/N/A	09/23/2025 – 10/21/2025 Revised end date, unpaid FMLA with benefits

Justification
1. Maternity Leave

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BOARD OF TRUSTEES ACTION S/F 1
Approval Date: November 25, 2025

Resolution
To authorize the attached list of Architects and Engineers that submitted the required documents for the 2026 Request for Qualifications for these professional services.

Submitted By:
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization of the attached list of Professional Architects and Engineers for 2026 that submitted all the required documents in response to a Request for Qualifications.

(SEE ATTACHED LIST)

Justification
New Jersey County College Contracts Law N.J.S.A. 18A:64A-25.5 (1) authorizes the award of professional contracts without public bidding. The Request for Qualifications for Architects and Engineers was advertised on the Euna Procurement (Bergen Bids) procurement site on October 8, 2025, in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law and conforms to a "Fair and Open Process". Use of the listed consultants will be contingent on the approval of the Board of Trustees.

	ARCHITECTURAL FIRMS		ENGINEERING FIRMS
1	Arcari + Iovino Architects, P.C.	1	AKRF
2	Architecture Work Office LLC	2	Becht Engineering BT, Inc.
3	BDG Architects	3	Bright View Engineering
4	Clarke Caton Hintz, PC	4	CME Associates
5	Colliers Engineering & Design	5	Colliers Engineering & Design
6	Di Cara | Rubino Architects	6	Concord Engineering Group, Inc.
7	di Domenico + Partners	7	CP Engineers, LLC
8	DMR Architects	8	Dynamic Traffic, LLC
9	EI Associates, Architects & Engineers, PA	9	EI Associates, Architects & Engineers, PA
10	FKA Architects	10	Gilsanz Murray Steficek LLP Engineers and
11	H2M Architects & Engineers, Inc.	11	GPI
12	LAN Associates, Engineering, Planning,	12	GZA GeoEnvironmental, Inc.
13	Netta Architects LLC	13	H2M Associates, Inc.
14	NK Architects	14	IMEG
15	PZS Architects	15	KS Engineers, P.C.
16	RSC Architects	16	L2A Land Design, LLC
17	Settembrino Architects	17	LAN Associates, Engineering, Planning,
18	SNS Architects & Engineers, PC	18	Langan Engineering & Environmental Services
19	USA Architects, Planners + Interior Designers, Ltd.	19	Neglia Group
		20	OLA Consulting Engineers
		21	Remington & Vernick Engineers
		22	SNS Architects & Engineers, PC
		23	Stahl Sheaffer Engineering
		24	Structural Workshop, Inc.
		25	Suburban Consulting Engineers, Inc.
		26	T and M Associates

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BOARD OF TRUSTEES ACTION S/F 2
Approval Date: November 25, 2025

Resolution
To authorize Bergen Community College ("the College") to enter into an agreement with RSC Architects for the preparation of contract drawings and specifications for the Hydroponic Pods.

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization for the College to enter into an agreement with RSC Architects for the preparation of contract drawings and specifications required to prepare site and provide required foundation structure and utilities need for Hydroponic Pods, at an estimated cost of $38,000.00, including direct costs.

Justification
The College has received two Hydroponic Pods from the Reed Foundation/Green Do Goods, which require site preparation to ensure proper installation and operation. This preparation includes providing a suitable foundation support structure and extending the necessary utility connections to make the Pods fully functional. Contract drawings and specifications will outline the scope of work and technical requirements, ensuring that bidders have the information needed to complete the project in compliance with College standards. These improvements will enable the College to maximize the use of the donated Pods as educational and sustainability resources.

Received Proposal:

RSC Architects - $38,000.00 including Direct Costs

Professional services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (1). The Request for Qualifications for Architecture Services was advertised, in accordance with the New Jersey P.L. 2004, Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

Charge To: Grant
Account Number: TBD
Amount: $38,000.00

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BOARD OF TRUSTEES ACTION S/F 3
Approval Date: November 25, 2025

Resolution
To authorize Bergen Community College ("the College") to enter into an agreement with RSC Architects for the preparation of contract drawings and specifications for the Pitkin Education Center cooling tower and 500-ton chiller replacement.

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization for the College to enter into an agreement with RSC Architects for the preparation of contract drawings and specifications required to allow the remove and replacement of the existing Pitkin Education Center cooling tower and 500-ton chiller, at an estimated cost of $127,600.00, including direct costs.

Justification
The existing cooling tower and 500-ton chiller serving the Pitkin Education Center have reached the end of their useful life and requires replacement. As a critical component of the building's HVAC system, the cooling tower and 500-ton chiller are essential for supporting all cooling and ensures ongoing comfort and continuous operation of the College. Contract drawings and specifications will define the scope of work and technical requirements, providing bidders with the information necessary to complete the replacement safely, efficiently, and in compliance with College standards.

Received Proposal:

RSC Architects	-	$127,600 .00 including Direct Costs
T&M Associates	-	$132,787.00 including Direct Costs
H2M Architects & Engineers	-	$219,900.00 including Direct Costs

Professional services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (1). The Request for Qualifications for Architecture Services was advertised, in accordance with the New Jersey P.L. 2004, Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

Charge To: Chapter 12
Account Number: TBD
Amount: $126,600.00

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BOARD OF TRUSTEES ACTION S/F 4
Approval Date: November 25, 2025

Resolution
To authorize Bergen Community College ("the College") to enter into an agreement with RSC Architects to prepare contract drawings and specifications for the repair and restoration of the spalling concrete of the ceiling/driveway in the basement of the Ciarco Learning Center.

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization for the College to enter into an agreement with RSC Architects to create the contract drawings and specifications required for site preparation, repair, and restoration of the spalling concrete of the ceiling/driveway in the basement area of the Ciarco Learning Center at an estimated cost of $47,000.00, including direct costs.

Justification
The basement concrete ceiling slab beneath the access driveway from Passaic Road has sustained severe spalling damage due to salt and water intrusion that has compromised structural integrity. Immediate repair and restoration are required to ensure the slab's stability and to safely maintain driveway access to the Ciarco Learning Center. Contract drawings and specifications will clearly define the scope and technical requirements, enabling bidders to deliver the project in full compliance with College standards.

Received Proposal:

RSC Architects - $47,000.00 including Direct Costs

Professional services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (1). The Request for Qualifications for Architecture Services was advertised, in accordance with the New Jersey P.L. 2004, Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

Charge To: Chapter 12
Account Number: TBD
Amount: $47,000.00

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BOARD OF TRUSTEES ACTION S/F 5
Approval Date: November 25, 2025

Resolution
To authorize awarding a professional services contract for $148,000 to **T&M Associates** to prepare plans, specifications, and agency permitting documentation for the parking lot storm water management renovation at the Lyndhurst Campus.

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. Wilton Thomas-Hooke, Chief Finance Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to award a contract for $148,200 to **T&M Associates** to prepare plans, specifications, and agency permitting documentation for the parking lot storm water management renovation at the Lyndhurst Campus.

Justification
The current storm water management system at the Lyndhurst Campus parking lot has significantly deteriorated and has frequent and severe ponding. The standing water reduces available parking space and inconveniences students, staff and visitors. Renovations to the system will ensure proper drainage, preserve infrastructure integrity, and enhance overall safety and accessibility to the campus.

Received Proposals
T & M Associates - $148,200.00

Professional Services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (1) The Request for Qualifications for Architecture Services was advertised. In accordance with the New Jersey P.L. 2004, Chapter 19 "Pay to Play" Law, and conforms to a 'Fair and Open Process."

Charge to:	Chapter 12
Account Number:	20-00-180803-604218 20-00-180920-604218
Amount:	$148,200