

NASSAU COMMUNITY COLLEGE
Garden City, New York 11530

FINANCE AND CAPITAL COMMITTEE AGENDA – January 11, 2022 at 5:00 p.m.
Meeting will be held via ZOOM Video Conference

Finance & Capital Committee members 2021-2022:

John DeGrace, Chair
John Durso
Linda Green
Wanda Jackson
Edward Powers

Call of the roll for attendance for the purpose of establishing a quorum: Present: _____

The following items and/or reports are submitted for the consideration of the Committee.

1. Review and approval of meeting minutes – November 9, 2021 For _____ Against _____ Abstention _____
2. **Pending College Procurement Agreements for Board Approval—**

Category of Contract /Procurement Type	Threshold for Board of Trustees' Approval	Listed As	Contractor	Anticipated Annual Expenditure	Term of Agreement
Professional Services Contract	\$50,000	A	Marshall & Sterling Upstate	\$280,000	One (1) year with four (4) additional one (1) year extensions.
Pricing Agreement	\$50,000	B	Total Environmental Restoration Solutions, Inc.	\$250,000	One (1) year with four (4) additional one (1) year extensions.
Pricing Agreement	\$50,000	C	Belfor Long Island, LLC.	\$250,000	One (1) year with four (4) additional one (1) year extensions.
Pricing Agreement	\$50,000	D	L. Martone & Sons	\$200,000	One (1) year with four (4) additional one (1) year extensions.
Professional Services Contract	\$50,000	E	Watermark Insights, LLC	\$52,000	One (1) year with four (4) additional one (1) year extensions.

A. Professional Services Contract - Marshall & Sterling Upstate: Insurance and Brokerage Services:

The College relies on an insurance brokerage and consulting firm to provide new and renewal of insurance policies. Marshall & Sterling Upstate, which is the firm chosen by the College's selection committee, has extensive experience in providing insurance brokerage services to institutions of higher education. The Selection Committee is confident that Marshall & Sterling Upstate will be able to effectively meet the services needed to identify and select insurance coverage and is well positioned to provide Nassau Community College with competitive overall insurance coverage quotations.

The firm will provide the College with insurance brokerage and consulting services by researching the insurance marketplace for coverage of annual policy renewals as well as on an "as needed" basis. The service will include preparation of insurance coverage specifications, market analysis and recommendations, Underwriter quotations and commissions, and placement of insurance coverage with the Underwriters chosen by the College all of which are essential if the College is to mitigate risk.

B. Pricing Agreement – Total Environmental Restoration Solutions, Inc.: Microbial Remediation Services

The College currently does not have resources, equipment or staff to perform these services and requires outside contractor. The remediation services referenced in this contract are intended to be utilized on any property, building, or facility owned, operated or leased by Nassau Community College (“NCC”, “the College”). This contract is intended to cover a number of individual locations and/or project sites and a varied scope of work which will be outlined in individual work order.

The work covered under this contract includes providing the necessary labor, materials and equipment necessary to remediate hazardous materials existing within the College facilities and/or site. The contract is to provide for any work, item or equipment necessary to affect the remediation services, including preparation, abatement, protection of site and monitoring as necessary. Remediation Work may be minimal in nature similar to spot removal of floor tile or as complicated as complete demolition of interior spaces or structures attached or adhered to hazardous materials.

C. Pricing Agreement – Belfor Long Island, LLC: Microbial Remediation Services

The College currently does not have resources, equipment or staff to perform these services and requires outside contractor. The remediation services referenced in this contract are intended to be utilized on any property, building, or facility owned, operated or leased by Nassau Community College (“NCC”, “the College”). This contract is intended to cover a number of individual locations and/or project sites and a varied scope of work which will be outlined in individual work order.

The work covered under this contract includes providing the necessary labor, materials and equipment necessary to remediate hazardous materials existing within the College facilities and/or site. The contract is to provide for any work, item or equipment necessary to affect the remediation services, including preparation, abatement, protection of site and monitoring as necessary. Remediation Work may be minimal in nature similar to spot removal of floor tile or as complicated as complete demolition of interior spaces or structures attached or adhered to hazardous materials.

D. Pricing Agreement – L. Martone & Sons: Roof repairs

The College seeks to establish a contract with a proficient and experienced Contractor to repair roofs on all buildings owned, occupied or leased by the College. The Contractor must be able to effectively meet the College’s needs and possess the appropriate knowledge and expertise to perform the referenced services. The College does not have the capability, staff, or equipment to perform these types of services and has the necessity for an outside Contractor to perform these services.

E. Professional Services Contract – Watermark Insights, LLC: Assessment & Planning Software

The College requires the services of a software company to provide Assessment and Planning Software to facilitate Middle States mandated documentation of Academic Assessment, Administrative Assessment and Assessment of Student Services. Strategic Institutional Planning, Accreditation of more than a dozen programs, and SUNY-mandated periodic review of all academic programs. The software program must integrate with the Student Information System (Banner), Learning Management System (currently Blackboard, transitioning to D2L Brightspace) and homegrown budget management system, Pegasus. The selected vendor will provide assistance in transitioning from our current system, Taskstream, which is at the end of its life and will no longer be supported. The vendor will provide training to staff and faculty, guidance in onboarding, and continued customer service support to the users.

The College is required by the Middle States Commission on Higher Education to provide documentation that demonstrates ongoing efforts to fulfill their seven standards for accreditation and requirements of affiliation. Each of the seven standards includes a requirement that we document “periodic assessment”. This includes the assessment of the following: The College’s Mission and Goals; Ethics and Integrity; Design and Delivery of the Student Learning Experience (both academic and co-curricular); Support of the Student Experience; Educational Effectiveness; Planning, Resources and Institutional Improvement; and the assessment of Governance, Leadership, and Administration. In addition, each of the discrete academic programs is required to undergo periodic review, which includes an assessment of the curriculum, student success metrics, faculty qualifications, job placement and/or transfer rates, and student satisfaction, among other metrics. Recently, both SUNY and MSCHE have added to their assessment requirements the

mandate that The College provide evidence for assessing diversity, equity, and inclusion of every student in an objective and comprehensive ways.

The resolutions read as follows:

- A. **RESOLVED**, THAT THE PENDING COLLEGE PROCUREMENT AGREEMENT WITH MARSHALL & STERLING UPSTATE FOR INSURANCE AND BROKERAGE SERVICES IN THE AMOUNT OF \$280,000 AS REQUESTED BY VP FINANCE AND ADMINISTRATION IZQUIERDO IS APPROVED BY THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES FINANCE AND CAPITAL COMMITTEE AND WILL BE RECOMMENDED TO THE FULL BOARD OF TRUSTEES FOR APPROVAL. (**FUNDING SOURCE**: OPERATING)
- B. **RESOLVED**, THAT THE PENDING COLLEGE PROCUREMENT AGREEMENT WITH TOTAL ENVIRONMENTAL RESTORATION SOLUTIONS, INC. IN THE AMOUNT OF \$250,000 AS REQUESTED BY VP FINANCE AND ADMINISTRATION IZQUIERDO IS APPROVED BY THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES FINANCE AND CAPITAL COMMITTEE AND WILL BE RECOMMENDED TO THE FULL BOARD OF TRUSTEES FOR APPROVAL. (**FUNDING SOURCE**: OPERATING)
- C. **RESOLVED**, THAT THE PENDING COLLEGE PROCUREMENT AGREEMENT WITH BELFOR LONG Island, LLC. IN THE AMOUNT OF \$250,000 AS REQUESTED BY VP FINANCE AND ADMINISTRATION IZQUIERDO IS APPROVED BY THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES FINANCE AND CAPITAL COMMITTEE AND WILL BE RECOMMENDED TO THE FULL BOARD OF TRUSTEES FOR APPROVAL. (**FUNDING SOURCE**: OPERATING)
- D. **RESOLVED**, THAT THE PENDING COLLEGE PROCUREMENT AGREEMENT WITH L. MARTONE & SONS IN THE AMOUNT OF \$200,000 AS REQUESTED BY VP FINANCE AND ADMINISTRATION IZQUIERDO IS APPROVED BY THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES FINANCE AND CAPITAL COMMITTEE AND WILL BE RECOMMENDED TO THE FULL BOARD OF TRUSTEES FOR APPROVAL. (**FUNDING SOURCE**: OPERATING)
- E. **RESOLVED**, THAT THE PENDING COLLEGE PROCUREMENT AGREEMENT WITH WATERMARK INSIGHTS, LLC IN THE AMOUNT OF \$52,000 AS REQUESTED BY VP OF ACADEMIC AFFAIRS LAUSCH IS APPROVED BY THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES FINANCE AND CAPITAL COMMITTEE AND WILL BE RECOMMENDED TO THE FULL BOARD OF TRUSTEES FOR APPROVAL. (**FUNDING SOURCE**: OPERATING)

Motion carried – For _____ Against _____ Abstention _____

3. Comptroller's Report.

4. Updates

- Budget vs Actual
- HEERF / TOH Grants
- Environmental Updates

Respectfully submitted,

Julio Izquierdo
Vice President of Finance & Administration