

NASSAU COMMUNITY COLLEGE  
Garden City, New York 11530

FINANCE AND CAPITAL COMMITTEE AGENDA – May 15, 2025 at 5:00 p.m.

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**Finance & Capital Committee Members**

John Durso, Chair

Elliot S. Conway

John A. DeGrace

Wanda Jackson

George Siberón

Erik Paulson, Abel Cantillo, and Antoinette Brown, College Liaisons

**1) Review and approval of prior meeting minutes**

For\_\_\_\_\_ Against\_\_\_\_\_ Abstention\_\_\_\_\_

**2) Independent Auditor's Report – Luke Winter of CliftonLarsonAllen (CLA)**

**3) Proposed Draft 25/26 Budget – Abel Cantillo**

**RESOLVED**, that the Nassau Community College Board of Trustees Finance and Capital Committee hereby approves an operating budget for the fiscal year commencing September 1, 2025 in the amount of \$184,371,748 and recommends to the full Board of Trustees its approval.

For\_\_\_\_\_ Against\_\_\_\_\_ Abstention\_\_\_\_\_

**4) 25/26 Tuition and Fee Schedule – Abel Cantillo**

**RESOLVED**, that the Nassau Community College Board of Trustees Finance and Capital Committee recommends to the Full Board of Trustees a Tuition and Fees schedule to be effective for the academic year 2025-2026 wherein there shall be an annual increase of \$190 in full time tuition and \$8 per credit for part-time tuition, as well as increases to assorted fees, commencing with the Fall 2025 semester.

For\_\_\_\_\_ Against\_\_\_\_\_ Abstention\_\_\_\_\_

**5) Pending College Procurement Agreement for Board Approval**

Category of Contract /Procurement Type	Threshold for BOT Approval	Listed As	Contractor	Anticipated Annual Expenditure	Term of Agreement
Pricing Agreement / Bid Solicitation	\$100,000	A	ABS Pump Repair, Inc.	\$225,000	Five (5) years

A. Under the proposed agreement, the Contractor provides repair and replacement services for the College's HVAC Motors, Pumps, Fans, Blowers and Compressors. The Contractor is responsible for furnishing all labor, materials, transportation, tools, instrumentation, parts and accessories necessary to repair and restore the equipment to optimum operating condition.

The College does not have the resources, equipment or staff to perform these services, and the contract with A&M Pump and Motor Repair Inc. to provide these services expired on March 31, 2025. As a result, the Procurement Office issued a formal bid solicitation to contract with a firm that has the expertise and experience to provide the required services.

## FINANCE AND CAPITAL COMMITTEE AGENDA May 15, 2025

**RESOLVED**, that the pending College Procurement Agreement with ABS Pump Repair, Inc. in the annual amount of \$225,000, as requested by Phillip Cappello, Associate Vice President for Facilities Management, 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 & Capital)

For\_\_\_\_\_ Against\_\_\_\_\_ Abstention\_\_\_\_\_

### 6) Pending College Procurement Agreement

Category of Contract /Procurement Type	Threshold for BOT Approval	Listed As	Contractor	Anticipated Expenditure	Term of Agreement
Pricing Agreement/Bid Solicitation	\$100,000	B	Nassau Auto Spring Co., Inc.	\$190,000	One (1) year with four (4) additional one (1) year renewal options

**B.** The College issued a bid solicitation on March 28, 2024 to engage a qualified Contractor to perform repair and maintenance services for College vehicles. The College does not have the resources, equipment or staff to perform this work. The Contractor is required to use qualified personnel who are responsible for the maintenance and repair services, including administering New York State Inspection, towing of vehicles, provide accurate estimates of vehicle damage, and complete repairs, as needed. The term of the pricing agreement begun on June 13, 2024 for one year, and has four one-year renewal options.

Under the College's Procurement Policy, Pricing Agreements with an anticipated annual expenditure of \$100,000 or more require Board of Trustees approval. Historically, the College's expenditure for maintenance and repair services for College vehicles has been below the \$100,000 threshold. However, due to the aging of our fleet, repairs are happening more frequently and we are now exceeding this threshold.

**RESOLVED**, that the pending College Procurement Agreement with Nassau Auto Spring Co., Inc. in the annual amount of \$190,000, as requested by Phillip Cappello, Associate Vice President for Facilities Management, 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 & Capital)

For\_\_\_\_\_ Against\_\_\_\_\_ Abstention\_\_\_\_\_

### 7) Pending College Procurement Amendment

Category of Contract /Procurement Type	Threshold for BOT Approval	Listed As	Contractor	Anticipated Annual Expenditure	Term of Agreement
Pricing Agreement/Bid Solicitation	\$100,000	C	Hi-Tech Air Conditioning Service, Inc.	\$500,000	Five (5) years

**C.** Under the proposed agreement, the Contractor provides Preventive Maintenance and Repair Services for the College's HVAC Equipment. The Contractor is responsible for furnishing all labor, equipment, materials and parts necessary to properly maintain and repair HVAC equipment to ensure optimal operation.

The College does not have the resources, equipment or staff to perform this work, and the current contract with Best Climate Corp. expired on May 2, 2025. As a result, the College issued a formal bid solicitation to engage the services of a qualified Contractor that has the expertise and experience to provide the required services.

**RESOLVED**, that the pending College Procurement Agreement with Hi-Tech Air Conditioning Service, Inc. in the annual amount of \$500,000, as requested by Phillip Cappello, Associate Vice President for Facilities Management,

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 & Capital)

For\_\_\_\_\_ Against\_\_\_\_\_ Abstention\_\_\_\_\_

**8) Pending College Procurement Amendment**

Category of Contract /Procurement Type	Threshold for BOT Approval	Listed As	Contractor	Anticipated Expenditure	Term of Agreement
Professional Services Contract/RFP	\$20,000	D	7 Contracts See Recommendation below	Not-to-Exceed \$6,000,000	Six (6) years with one (1) additional one-year renewal option

**D.** On December 30, 2024, the Procurement Office issued an open competitive solicitation to award up to seven contracts for On-Call Engineering Services. The solicitation was publicly advertised in Newsday and The New York State Contract Reporter, and twenty-one firms were directly notified of the RFP's release.

The Request for Proposals (RFP) outlined minimum qualification requirements that all respondents were required to meet. In addition to these qualifications, the selection criteria included evaluations of each firm's relevant experience and references, the composition and qualifications of the proposed project team, the approach and methodology for delivering services, fee multipliers, and the level of participation by Minority- and Women-Owned Business Enterprises (MWBs).

The solicitation allows for the award of up to seven contracts to firms that meet the minimum requirements and submit the most competitive and well-rounded proposals. In total, the College received twenty-five proposals in response to this solicitation.

Under these contracts, On-Call Engineering Design Consultants will provide a variety of services including engineering design, construction administration support, and field representation. Projects assigned under the contracts will vary in size and complexity. When a specific project need arises, all awarded firms will be invited to review the project scope and submit a proposal. Following a review of submissions, the Design & Construction Office will award the project to the firm that best meets the College's requirements and offers the most comprehensive proposal.

The College does not have in-house resources or technical expertise to perform the range of Engineering Design services required to support its capital and facilities projects. Therefore, the engagement of qualified external engineering firms is essential to ensure project needs are met in a timely and professional manner.

**RECOMMENDATION:**

It is recommended that professional services contracts for On-Call Engineering Services be awarded to the following firms:

- Goldman Copeland
- LiRo Engineers, Inc.
- WSP
- NV5
- H2M Architects + Engineers
- MGE Engineering D.P.C.
- Lockwood, Kessler & Bartlett Inc.

Each contract will have a not-to-exceed value of \$6,000,000 over a six-year term. All selected firms have identified subconsultants that are certified as Minority- and Women-Owned Business Enterprises (MWBs).

**RESOLVED**, that the pending College Procurement Agreement with On-Call Engineering Services in the anticipated amount of Not-to-Exceed \$6,000,000, as requested by Phillip Cappello, Associate Vice President for Facilities Management, 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: Capital)

For\_\_\_\_\_ Against\_\_\_\_\_ Abstention\_\_\_\_\_

**9) Pending College Procurement Amendment**

<b>Category of Contract /Procurement Type</b>	<b>Threshold for BOT Approval</b>	<b>Listed As</b>	<b>Contractor</b>	<b>Anticipated Expenditure</b>	<b>Term of Agreement</b>
Professional Services Contract/RFP	\$20,000	E	7 Contracts See Recommendation Below	Not-to-Exceed \$6,000,000	Six (6) years with one (1) additional one-year renewal option

**E.** On December 23, 2024, the Procurement Office issued an open competitive solicitation for the purpose of awarding up to seven contracts for On-Call Architecture and Engineering Services. The solicitation was publicly advertised in Newsday and The New York State Contract Reporter, and notification of the Request for Proposals (RFP) was sent directly to thirty-six firms.

The RFP outlined a set of minimum qualification requirements that all respondents were required to meet. In addition to these baseline qualifications, the evaluation criteria included an assessment of each firm's relevant experience and references, the qualifications of the proposed project team, the proposed approach and methodology for executing services, fee multipliers, and Minority- and Women-Owned Business Enterprise (MWBE) participation.

The solicitation allows for the award of up to seven contracts to firms that meet the minimum qualifications and submit the most comprehensive and competitive proposals. In total, the College received forty-four proposals in response to the RFP.

Under these contracts, the selected On-Call Architecture/Engineering Design Consultants will be responsible for providing a range of services including design, design-related construction administration, and field representation. Project assignments under these contracts will vary in scope, size, and complexity.

When a project need is identified, all awarded contract holders will be invited to review the specific project requirements and submit a proposal. Following evaluation of these proposals, the Design & Construction Office will assign the project to the firm that best meets the College's needs and provides the most complete and competitive proposal.

The College does not possess the internal resources or specialized expertise required to perform Architecture and Engineering (A/E) Design services. As such, it is necessary to engage external professional firms to provide these services in support of capital projects and facility improvements.

**RECOMMENDATION:**

It is recommended that professional services contracts for On-Call Architecture and Engineering Services be awarded to the following firms:

- Shakespeare Gordon Studio (WBE)
- Perkins Eastman
- Urbahn
- Cannon Design
- Spector
- Goshow Architects (WBE)
- JLGA

Each agreement will have a not-to-exceed value of \$6,000,000 over the full six-year term of the contract. Of the seven firms recommended for award, two are certified Women-Owned Business Enterprises (WBEs). Additionally, all selected firms have identified subconsultants that are certified as Minority- and Women-Owned Business Enterprises (MWBEs).

**RESOLVED**, that the pending College Procurement Agreement with On-Call Architecture and Engineering Services in the anticipated amount of Not-to-Exceed \$6,000,000, as requested by Phillip Cappello, Associate Vice President for Facilities Management, 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: Capital)

For\_\_\_\_\_ Against\_\_\_\_\_ Abstention\_\_\_\_\_

**10) Comptroller's Report – Antoinette Brown**

**11) Updates – Abel Cantillo**