



GLOUCESTER COUNTY COLLEGE
1400 Tanyard Road
Sewell, NJ 08080

November 13, 2012

**REORGANIZATION MEETING
MINUTES**

Oath of Office

Prior to the start of the reorganization meeting, Mr. Chris Gibson, Esq., swore in Mr. Len Daws (newly appointed), and Mr. Gene J, Concordia (reappointed) to the GCC Board of Trustees by the Board of Chosen Freeholders at their November xx meeting

The Reorganization Meeting of the Board of Trustees of Gloucester County College was called to order at 6:04 p.m. in the Library Board Room by Vice Chair Yolette Ross, who advised that proper notification of the meeting had been given in accordance with the Sunshine Law requirements.

Members Present:

Mr. Gene Concordia
Mr. Len Daws
Ms. Jean DuBois
Dr. James Lavender
Mr. Cody Miller
Ms. Yolette Ross
Mrs. Virginia Scott
Dr. Richard Stepura
Mr. Douglas Wills, Esq.
Mr. Fred Keating, President, Ex-Officio

Members Absent:

Mr. Andrew DiNardo
Dr. George Scott

Advisor Present:

Mr. Chris Gibson, Esq.

Meg Resue, Executive Assistant to the Board, took roll.

Officer Nominations

Chair

Vice Chair Yolette Ross appointed President, Mr. Fred Keating, as Acting Secretary. Mr. Keating, as Acting Secretary, opened nominations for the position of Chair. Mrs. Virginia Scott nominated Mr. Gene Concordia, and was seconded by Ms. Ross. Mr. Wills moved to close the nominations and Ms. DuBois seconded the motion. The motion to appoint Mr. Concordia as Chair was passed with Mr. Concordia abstaining. Mr. Concordia was appointed Chair.

Officer Nominations – (con't)

Vice Chair

Chair Concordia opened the floor for nominations for Vice Chair. Mr. Wills nominated Ms. Yolette Ross and was seconded by Mr. Miller. A motion was moved by Dr. Lavender and seconded by Mr. Daws and approved to close the nominations. The motion to appoint Ms. Ross as Vice Chair was unanimously passed with Ms. Ross abstaining. Ms. Yolette Ross was appointed Vice Chair.

Secretary

Chair Concordia opened the floor for nominations for Secretary. Ms. Ross nominated Ms. Jean DuBois and the motion was seconded by Mrs. Scott. A motion was moved by Dr. Lavender, seconded by Mr. Daws and approved to close the nominations. The motion to appoint Ms. DuBois as Secretary was passed with Ms. DuBois abstaining. Ms. DuBois was appointed Secretary.

Treasurer

Chair Concordia opened the floor for nominations for Treasurer. Ms. DuBois nominated Mr. Doug Wills and was seconded by Ms. Ross. Dr. Lavender made a motion, seconded by Mr. Daws, and approved to close the nominations. The motion to appoint Mr. Wills as Treasurer was passed with Mr. Wills abstaining. Mr. Wills was appointed Treasurer.

Professional Appointments

On the recommendation of the President, Dr. Lavender made a motion, seconded by Mr. Miller and unanimously passed to approve the professional services of the following professionals:

- Archer & Greiner – Solicitor/General Counsel Legal Services.
- Brown & Connery – General Labor and Employment Law Counsel
- Angelini, Viniar and Freeman – Capital Construction, Contracts, and Transactional Items Counsel.
- Garrison Architects – Architectural Services.
- Federici & Akin, P.A. – Civil Engineering Services
- Miller-Remick – Consulting Services/Mechanical-Electrical HVAC
- GreyHawk – Construction Management

Meeting Dates & Times

Ms. DuBois made a motion, seconded by Ms. Ross, to establish the schedule of meeting dates, times and structure of the meetings. The motion was unanimously approved.

- Second Tuesday of the Month in the following month: November, December, January, March, May, July, September
- Library Board Room
- Session Commences at 6:15 p.m.
- Seminars/Committee Meetings as scheduled

Contracting Agents

Ms. Ross made a motion, seconded by Dr. Lavender to name Mr. Fred Keating, President; Mr. Dominick Burzichelli, Vice President & Chief Operating Officer; Elizabeth Hall, Executive Director, Financial Services, as contracting agents. The motion was unanimously approved.

Designation of Newspapers

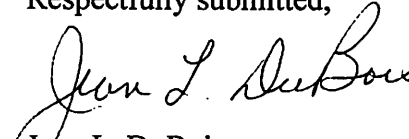
Dr. Lavender made a motion, seconded by Mr. Wills, to designate *The South Jersey Times* (AKA The Gloucester County Times) and the *Courier Post* as the College's official newspapers. The motion was unanimously approved.

Other Business

None

At 6:16 p.m., Dr. Lavender made a motion, seconded by Ms. DuBois to adjourn the meeting, and it was unanimously approved.

Respectfully submitted,


Jean L. DuBois
Secretary



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE BOARD OF TRUSTEES
AWARDING CONTRACT FOR SOLICITOR/GENERAL COUNSEL LEGAL SERVICES**

WHEREAS, Gloucester County College has a need to acquire professional Legal Services;
and

WHEREAS, under Paragraph 18 of Section 5 of the County College Contracts Law, such professional services are exempt from bidding requirements; and

WHEREAS, the College has caused proposals to be solicited in accordance with a fair and open process; and

WHEREAS, proposals have been received and made a part hereof by reference; and

WHEREAS, the Board of Trustees has considered proposals,

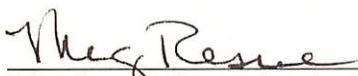
NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Gloucester County College, County of Gloucester and State of New Jersey as follows:

1. That the contract be awarded to Archer & Greiner, One Centennial Square, Haddonfield, NJ 08033 at the cost of \$220.00 per hour for attorney services and \$85.00 per hour for paralegal services; and
2. The proper officers are hereby authorized and directed to enter into a contract accordingly.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held November 13, 2012.


Gene J. Concordia, Chairperson
Board of Trustees

Attested:


Meg Resue, Executive Assistant
Board of Trustees



Chris Gibson has significant experience litigating in the Trial and Appellate Divisions of Superior Court, as well as in federal court. Mr. Gibson has served as lead attorney on both bench and jury trials in federal and state court. He is a recognized expert in environmental litigation and also brings his skills and experience to bear in a variety of other litigation contexts, including employment law. He has also argued before the New Jersey Superior Court's Appellate Division on numerous occasions. Archer & Greiner has represented the College in numerous cases in New Jersey Superior Court, with an impressive record of success.

Mr. Rapuano maintains an active litigation practice representing both private and public sector clients. For example, he has represented several large clients with respect to discrimination and harassment claims in New Jersey Superior Court. He has also litigated employee claims regarding the Fair Labor Standards Act, the Conscientious Employee Protection Act, the ADA, the FMLA, the New Jersey Family Leave Act, and sexual harassment and discrimination claims in both New Jersey Superior Court and U.S. District Court. He has also argued before the New Jersey Superior Court's Appellate Division on numerous occasions.

Proposer Must Have a Minimum of Five Years' Experience as General Counsel.

In addition to serving as General Counsel to GCC for well in excess of five years, Mr. Gibson's 25 years of experience include more than a decade as New Jersey Counsel to the Delaware River Port Authority and Port Authority Transit Corporation, where he advises New Jersey's commissioners on all facets of law. He has represented the commissioners on a wide variety of matters and coordinated the assignment of other Archer & Greiner attorneys who specialize in various fields to handle matters requiring specific expertise.

Mr. Gibson has also served the Gloucester County Improvement Authority in a similar capacity, as Counsel to the Shady Lane Nursing Home for more than nine years.

In addition to his public sector clients, Mr. Gibson acts as local and regional counsel to many nationally known corporations, including Air Products and Chemicals Inc., Bridgestone/Firestone Inc., Crown Cork & Seal Co. Inc., NL Industries Inc., and U.S. Steel Corporation.

COST PROPOSAL

As with all professional services, price and cost cannot be evaluated in a vacuum. While we firmly believe that the rate proposed herein will be competitive regardless of how it is evaluated, the true value of our Firm's proposal can only really be understood with consideration of the services the Firm has historically provided and seeks to continue to provide to the College.

For over 10 years, Archer & Greiner has provided skilled and experienced representation to the College at every level, for a fraction of its normal rates. During these 10 years, the College has faced many significant challenges which have often called for expert counsel and creative legal representation. Chris Gibson as well as David Rapuano have personally, themselves, handled the large majority of these issues, and where they have not, they have actively supervised all matters handled by other experienced attorneys from the Firm in order to ensure

unbroken continuity of representation and full communication with the College. Over these many years, Mr. Gibson and Mr. Rapuano have earned the respect and trust of the many College officials and administrators with whom they have frequently worked.

Unlike some firms with their public sector clients, the services provided by Archer & Greiner to the College have been provided not by junior attorneys, but almost exclusively by attorneys among the most senior and experienced at the Firm. The College has never been used as a proving ground for the Firm's young attorneys with the lowest rates – College work has always been staffed by the Firm with experienced Partner level attorneys, without regard to the fact that the fixed hourly rate offered to the College is a small fraction of their normal rates for non-College work. By staffing College work with such seasoned attorneys, such as Mr. Gibson and Mr. Rapuano, who bring a long historical knowledge of the College, the Firm is able to not only provide expert legal representation, but does so with unparalleled efficiency, which serves to reduce the overall cost to the College.

Among the reasons that the Firm has been dedicated to providing this level of service is that Archer & Greiner has never viewed the College only as a client. We have viewed ourselves as partners of the College, assisting it in fulfilling its critical educational and social mission in North Jersey – a mission that we at the Firm also hold dear. As such, for the Firm, our representation of the College has always been more than a business proposition designed to maximize profitability.

We have always recognized that, as a public agency, GCC looks for a substantial discount in the hourly rates normally charged. The rates for our partners range from \$250 to \$405, while the hourly rates of our associates range from \$190 to \$400. Paralegal hourly rates range from \$60 to \$230.

We propose to retain the same \$220 hourly rate for all attorneys that we have charged the College for the past four years. This rate is a very substantial discount over the Firm's normal rates – for example, Chris Gibson's standard hourly rate this year is \$490, while David Rapuano's is \$365. We are proposing to keep this same discounted rate in recognition of the extremely difficult economic conditions affecting the College. We also propose a \$85 hourly rate for paralegal time, also a significant discount over average standard rates.

Archer & Greiner would not bill GCC separately for the following charges:

- Routine long-distance telephone charges;
- Routine postage;
- Secretarial, data processing and word processing services.

Moreover, all charges and expenses incurred to third-party vendors as part of our representation of GCC would be charged at cost without any mark-up, including:

- Outside printing and duplicating by third-party vendors;

- Federal Express and similar overnight delivery service;
- Outside courier services;
- Travel and mileage expenses;
- Filing fees, court reporter fees and court costs;
- Expert, appraiser, litigation support and other similar fees and charges, which will be incurred only with GCC's approval in advance.

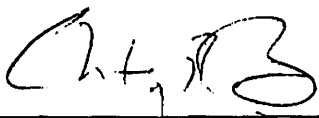
ARCHER & GREINER CONTACT PERSON

The following individuals are authorized to make representations on behalf of Archer & Greiner.

Christopher R. Gibson, Esquire
ARCHER & GREINER
A Professional Corporation
One Centennial Square
Haddonfield, New Jersey 08033
(856) 795-2121 (main #)
(856) 354-3077 (direct #)
Fax: (856) 795-0574
cgibson@archerlaw.com

David A. Rapuano, Esquire
ARCHER & GREINER
A Professional Corporation
One Centennial Square
Haddonfield, New Jersey 08033
(856) 795-2121 (main #)
(856) 616-2603 (direct #)
Fax: (856) 795-0574
drapuano@archerlaw.com

Submitted by Archer & Greiner, P.C.

By: 

Christopher R. Gibson



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES AWARDING CONTRACT FOR
SPECIAL LABOR RELATED LEGAL SERVICES**

WHEREAS, Gloucester County College has a need to acquire professional Legal Services; and

WHEREAS, under Paragraph 18 of Section 5 of the County College Contracts Law, such professional services are exempt from bidding requirements; and

WHEREAS, the College has caused proposals to be solicited in accordance with a fair and open process; and


WHEREAS, proposals have been received and made a part hereof by reference; and

WHEREAS, the Board of Trustees has considered proposals,

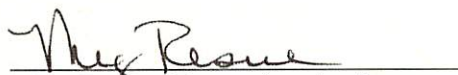
NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Gloucester County College, County of Gloucester and State of New Jersey as follows:

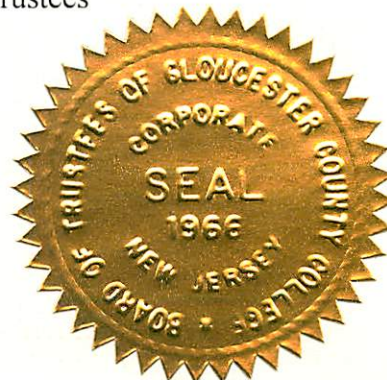
1. That the contract be awarded to Brown & Connery LLP, 360 Haddon Avenue, P.O. Box 539, Westmont, NJ 08108, at the cost of \$200.00 per hour for attorney services; and
2. The proper officers are hereby authorized and directed to enter into a contract accordingly.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held November 13, 2012.


Gene J. Concordia, Chairperson
Board of Trustees

Attested:


Meg Resue, Executive Assistant
Board of Trustees



Associates Electrical Contractors, Inc.; Philip Morris Incorporated; Praxair, Inc.; Cooperative Business Assistance Corporation; Snap-On Credit Corporation; DeLuca Homes; D&B Engineering; and All Risk Insurance Restoration.

VI. FEE PROPOSAL

Brown & Connery is committed to the delivery of the finest quality legal services to our clients. Our law firm is also committed to improving the quality of life in the community in which we live and work -- including improving the level of government services. Brown & Connery would like to assist in the efficient and economic delivery of services to the Township. We recognize that local governments and institutions have limited resources and are faced with increasing demand for services. Brown & Connery has, in its prior representation of similar entities, provided its legal services at fee levels that are far less than those usually charged to private and corporate clients. Also, recognizing the accountability that governmental agencies have to the taxpayers of the Township, all of our statements for services rendered are detailed in nature and provide a description of the provider, date, and nature of service. The firm proposes to provide services at an hourly rate of **\$200.00**. Billable time would include reasonable time spent in all aspects of client representation, including, but not limited to, telephone conversations, drafting and review of correspondence and other documents, conferences, preparation for and attendance at grievances, mediations, arbitrations, depositions and court hearings, legal research and travel. Secretaries' time and word processors' time would not be billed.

Reasonable expenses incurred in connection with professional services on your behalf would also be billed, including, but not limited to the expense of postage, filing fees, service of process, long distance telephone charges, computer-assisted research, copying and facsimile charges, expert and consulting fees and travel costs. We would not incur out-of-state travel expenses or expert or consulting expenses without consulting with you and obtaining approval from you in advance.

Our invoices are itemized by date, name of professional, description of service and number of hours, and type and amount of disbursement. Invoices are issued monthly and payment is due within thirty days.

VII. MISCELLANEOUS REQUESTS

A copy of the firm's New Jersey Business Registration and W-9 are attached as Exhibit B.

An Affirmative Action Statement, Non-Collusion Affidavit, and Owner Disclosure Form are attached as Exhibit C.

The firm's professional liability insurance certificate is attached as Exhibit D.

The firm and/or the personnel identified herein have not been disbarred, suspended or



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES AWARDING CONTRACT FOR CONSTRUCTION RELATED
PROFESSIONAL LEGAL SERVICES**

WHEREAS, Gloucester County College has a need to acquire professional Construction Legal Services; and

WHEREAS, under Paragraph 18 of Section 5 of the County College Contracts Law, such professional services are exempt from bidding requirements; and

WHEREAS, the College has caused proposals to be solicited in accordance with a fair and open process; and


WHEREAS, proposals have been received and made a part hereof by reference; and

WHEREAS, the Board of Trustees has considered proposals,

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

1. That the contract be awarded to Angelini, Viniar and Freedman, LLP, 70 Euclid Street, Woodbury, NJ 08096 at the cost of \$210.00 per hour; and
2. The proper officers are hereby authorized and directed to enter into a contract accordingly.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held November 13, 2012.


Gene J. Concordia, Chairperson
Board of Trustees

Attested:


Meg Resue, Executive Assistant
Board of Trustees



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Construction Related Professional Legal Services

GLOUCESTER COUNTY COLLEGE:

HOURLY RATE FOR SERVICES: \$210.00


Michael A. Angelini, Esquire

ANGELINI, VINIAR & FREEDMAN, L.L.P.
70 Euclid Street
Woodbury, NJ 08096
October 11, 2012

PROPOSAL

Angelini, Viniar & Freedman will provide all legal services required for the position of Special Counsel for Construction Related Issues for the Gloucester County College. Firm attorneys will be available on an "as needed" basis, in order to ensure that the Gloucester County College is consistently represented with the highest level of expertise and without any interruption of service.

All legal work, including attendance at meetings when requested; drafting of resolutions and other documents, as needed; legal opinions and interpretation and analysis of law, representation in arbitrations, mediations and litigation, trials and appeals; site visits and follow-ups will be accomplished by one of the firm's lawyers with experience in this field. Our firm's rates range from \$195.00 per hour for associates to \$300.00 per hour for partners. We propose to charge a blended rate of \$210.00 per hour. This rate will be in effect for the duration of the contract entered into between the Gloucester County College and Angelini, Viniar & Freedman. Our law firm will comply with the General Terms and Conditions required by the Gloucester County College and enter into the standard Professional Services Contract provided at the time of appointment.

Any costs expended on behalf of the Gloucester County College for court filings, courier costs, overnight shipping costs, large volume copying costs, tolls and parking will be itemized and billed directly to the Gloucester County College in addition to the hourly billing.

All lawyers involved in the representation of the Gloucester County College will continue to attend Continuing Legal Education Seminars in connection with the direct representation of the Gloucester County College and their performance of legal services for the Gloucester County College.

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**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES AWARDING CONTRACT FOR PROFESSIONAL SERVICES
CIVIL ENGINEERING SERVICES**

WHEREAS, Gloucester County College has a need to acquire professional Civil Engineering Services; and

WHEREAS, under Paragraph 18 of Section 5 of the County College Contracts Law, such professional services is exempt from bidding requirements; and

WHEREAS, the College has caused proposals to be solicited in accordance with a fair and open process; and


WHEREAS, proposals have been received and made a part hereof by reference; and

WHEREAS, the Board of Trustees has considered proposals,

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

1. That the contract be awarded to Federici & Akin, P. A. Consulting Engineers, 307 Greentree Road, Sewell, NJ, at the amount indicated in the attached fee schedule; and
2. The proper officers are hereby authorized and directed to enter into a contract accordingly.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held November 13, 2012.


Gene J. Concordia, Chairperson
Board of Trustees

Attested:


Meg Restie, Executive Assistant
Board of Trustees



Sealed proposals will be received until 11:00 a.m. Monday, October 22, 2012.

**FORM OF PROPOSAL
PROFESSIONAL CIVIL ENGINEERING SERVICES
FOR
GLOUCESTER COUNTY COLLEGE**

GLOUCESTER COUNTY COLLEGE:

HOURLY RATE FOR SERVICES \$ 160.00

Signature Joseph P. Federico

Company Name Federici & Associates, PA

Date 10/18/12



**YEAR 2013
FEE SCHEDULE**

Job Classification	Hourly Fee Schedule
Principal, Professional Engineer	\$160.00
Principal, Professional Land Surveyor & Professional Planner	\$150.00
Senior Project Manager	\$140.00
Project Manager	\$125.00
Professional Engineer	\$125.00
Design Engineer	\$105.00
Environmental Scientist	\$110.00
Professional Planner	\$110.00
Review Technician	\$90.00
Senior Draftsman	\$88.00
Drafting	\$83.00
Technician	\$75.00
Professional Land Surveyor	\$110.00
3 Man Field Crew (Conventional)	\$160.00
2 Man Field Crew (GPS)	\$150.00
2 Man Field Crew (Conventional)	\$140.00
1 Man Field Crew (GPS)	\$140.00
Party Chief	\$83.00
Surveyor	\$67.00
Inspection Coordinator	\$95.00
Senior Inspector	\$95.00
Inspector	\$80.00
Technical Writer	\$69.00
Clerical	\$58.00
Expert Testimony (Court Appearance)	\$285.00

In the event that outside consultants are to be contracted by Federici & Alkin, P.A., at the request of the client, then this firm shall administer, coordinate and be compensated for such performance at an hourly rate relative to the individual.

Relating to inspection services, when applicable, any inspection procedures that exceed eight (8) hours, overtime at the rate of one and one-half times will be charged on that period beyond the original eight (8) hours.

Print Cost:	Black Line Prints	-	\$0.50/S.F.
	Sepias	-	\$0.75/S.F.
	Mylars	-	\$5.00/S.F.
	Xerox Copies	-	\$0.20 per copy
Mileage:		-	\$0.45 Mile
Tolls:		-	REIMBURSABLE



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES
AWARDING CONTRACT FOR PROFESSIONAL CONSULTING SERVICES
RELATED TO MECHANICAL-ELECTRICAL HVAC**

WHEREAS, Gloucester County College has a need to acquire professional Mechanical-Electrical HVAC Services; and

WHEREAS, under Paragraph 18 of Section 5 of the County College Contracts Law, such professional services are exempt from bidding requirements; and

WHEREAS, the College has caused proposals to be solicited in accordance with a fair and open process; and

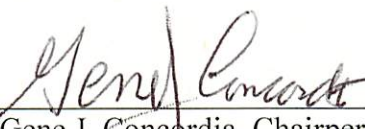
WHEREAS, proposals have been received and made a part hereof by reference; and

WHEREAS, the Board of Trustees has considered proposals,

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

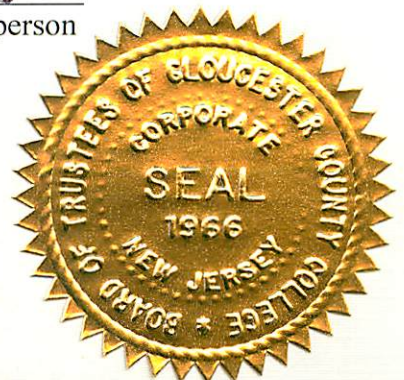
1. That the contract be awarded to Miller-Remick, 1010 Kings Highway South, Cherry Hill, NJ 08034 at the amount indicated in the attached Fee Schedule, and
2. The proper officers are hereby authorized and directed to enter into a contract accordingly.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held November 13, 2012.


Gene J. Concordia, Chairperson
Board of Trustees

Attested:


Meg Resue, Executive Assistant
Board of Trustees



Cost Proposal

Cost Proposal

Below are Miller-Remick's hourly billing rates:

MILLER - REMICK CORPORATION 2012-2013 SCHEDULE OF FEES

Schedule of Hourly Rates

<u>Classifications</u>	<u>S. T. Rates</u>
Principal /Officer	\$153.00
Project Manager	142.00
Project Engineer	121.00
Senior Engineer	121.00
Construction Coordinator	121.00
Engineer	121.00
Engineering Associate	121.00
Design Coordinator	103.00
Senior Designer	87.00
CAD Designer	69.00
Clerical/Secretarial	45.00

The fixed rates listed above include employee salaries, benefits, insurances, taxes, profit and overhead expenses.

Reimbursable Costs

M-R shall be reimbursed for all reproduction materials and plotting services related to the project.

Plotting/Copies	Billed at \$0.20/sf
Mileage	Billed per current Federal Rates
Parking	Cost plus 10%
Tolls	Cost plus 10%
Shipping	Cost plus 10%



Miller-Remick Corporation
M.E.P. & Structural Engineering

CONSULTING SERVICES RELATED TO MECHANICAL-ELECTRICAL HVAC
GLOUCESTER COUNTY COLLEGE



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES AWARDING CONTRACT FOR PROFESSIONAL SERVICES
FOR CONSTRUCTION MANAGER CONSULTING SERVICES**

WHEREAS, Gloucester County College has a need to acquire professional Construction Manager Consulting Services to supply part-time, on-site construction consulting for projects scheduled in 2013 on the Gloucester County College campus; and

WHEREAS, under N.J.S.A. 18A:64A-25.5(15) of the County College Contracts Law, such professional services are exempt from bidding requirements; and

WHEREAS, the College has caused proposals to be solicited in accordance with a fair and open process; and

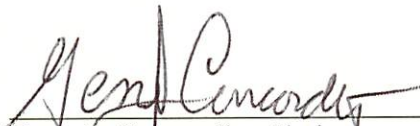
WHEREAS, proposals have been received and made a part hereof by reference; and

WHEREAS, the Board of Trustees has considered proposals,


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

1. That the contract be awarded to Greyhawk, 224 Strawbridge Drive, Suite 100, Moorestown, NJ 08057 at the amount indicated in the attached fee schedule; and
2. The proper officers are hereby authorized and directed to enter into a contract accordingly.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held November 13, 2012.


Gene J. Concordia, Chairperson
Board of Trustees

Attested:


Meg Resue, Executive Assistant
Board of Trustees



SECTION 6

FEE

It is customary for GREYHAWK to provide a lump sum fee based on each assignment. For project management services we typically propose a monthly fee for our combined services that meets your budget and project needs.

Please know that we do not intend to submit reimbursable expenses. Our operating costs are included in the fee. Our managers come to the site with a cell phone, laptop computer, printer and automobile/travel included in our fee.

In consideration of the general economy and our repeat business at Gloucester County College, we have held our 2011 rates. Below is our standard rate schedule, but as stated above, we typically negotiate a monthly fee during the construction phase to meet your project needs.

2012 RATE SCHEDULE				
	2012	2013	2014	2015
Project Management				
Principal	\$ 276.00	\$ 290.00	\$ 305.00	\$ 320.00
Regional Manager	\$ 248.00	\$ 260.00	\$ 273.00	\$ 287.00
Project Executive	\$ 198.00	\$ 208.00	\$ 218.00	\$ 229.00
Senior Project Manager	\$ 166.00	\$ 174.00	\$ 183.00	\$ 192.00
Project Manager	\$ 138.00	\$ 145.00	\$ 152.00	\$ 160.00
Construction Manager	\$ 127.00	\$ 133.00	\$ 140.00	\$ 147.00
Construction Eng./Superintendent	\$ 105.00	\$ 110.00	\$ 116.00	\$ 122.00
Inspector/Field Manager	\$ 93.00	\$ 98.00	\$ 103.00	\$ 108.00
Estimator	\$ 138.00	\$ 145.00	\$ 152.00	\$ 160.00
Scheduler	\$ 138.00	\$ 145.00	\$ 152.00	\$ 160.00
Administrative Assistant	\$ 83.00	\$ 87.00	\$ 91.00	\$ 96.00
Managing Consultant (claims)	\$ 248.00	\$ 260.00	\$ 273.00	\$ 287.00
Senior Claims Consultant	\$ 198.00	\$ 208.00	\$ 218.00	\$ 229.00
Claims Consultant	\$ 166.00	\$ 174.00	\$ 183.00	\$ 192.00
LEED & Commissioning Manager	\$ 138.00	\$ 145.00	\$ 152.00	\$ 160.00
Commissioning Technician	\$ 105.00	\$ 110.00	\$ 116.00	\$ 122.00





**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES
AWARDING CONTRACT FOR PROFESSIONAL SERVICES
ARCHITECTURAL SERVICES**

WHEREAS, Gloucester County College has a need to acquire professional Architectural Services; and

WHEREAS, under Paragraph 18 of Section 5 of the County College Contracts Law, such professional services is exempt from bidding requirements; and

WHEREAS, the College has caused proposals to be solicited in accordance with a fair and open process; and

WHEREAS, proposals have been received and made a part hereof by reference; and


WHEREAS, the Board of Trustees has considered proposals,

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

1. That the contract be awarded to Garrison Architects, 130 Presidential Blvd., Bala Cynwyd, PA, at the amount indicated in the attached Fee Schedule; and
2. The proper officers are hereby authorized and directed to enter into a contract accordingly.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held November 13, 2012.


Gene J. Concordia, Chairperson
Board of Trustees

Attested: 
Meg Restie, Executive Assistant
Board of Trustees



**FORM OF PROPOSAL
ARCHITECTURAL SERVICES
FOR
GLOUCESTER COUNTY COLLEGE**

GLOUCESTER COUNTY COLLEGE:

HOURLY RATE FOR SERVICES

Gloucester County College shall pay for services performed by Garrison Architects at the request or with the authorization of Gloucester County College, at the following rates:

The hourly rate will be \$150.00 per hour for Robert N. Garrison, Sr., Senior Associates Calvin W. Hou and Brooks W. Garrison will be billed at the rate of \$125.00 per hour. Project Architects Jong Ho and Frank DeFranco will be billed at the rate of \$110.00 per hour. Project Directors Sherri Cross-Murphy, and Eric J. Gehring, and Scott McLaughlin will be billed at the rate of \$95.00 per hour. Computer Design time will be billed at the rate of \$65.00 per hour. Drafting will be billed at the rate of \$55.00 per hour and clerical at the rate of \$35.00 per hour.

REIMBURSABLE COSTS AND EXPENSES

The Base Fee and fees for additional services do not include the following reimbursable costs and expenses, which shall be reimbursed to Garrison Architects by Gloucester County College, in accordance with the agreement:

All postage, shipping charges, and other similar charges will be billed at 1.1 times the amounts billed to Garrison Architects. Reproduction of prints will be billed at \$ 1.90 per size 6 sheet, \$ 2.25 per size 9 sheet and mylar sepias at \$15.00 per sheet. Laminating of a foam core presentation board will be billed at the rate of \$50.00 per board. Color reproductions will be billed at the rate of .25¢ each for 8-1/2" x 11" and .50¢ each for 11" x 17".

Fees paid for securing approval of authorities having jurisdiction over the project.

Perspectives and renderings not described in the Scope of Services prepared by Gloucester County College's request.

Fees paid for consultants performing functions for Garrison Architects outside the Scope of Services in the Agreement when such services are requested by Gloucester County College will be billed at 1.25 times the amount of the Consultant's invoice.

Other costs and expenses similar to those set for the above incurred at Gloucester County College's written request.

Garrison Architects certifies that the fees included in our response will be in effect for the duration of this contract.

Signature _____

Company Name _____

Garrison Architects

Date _____

October 17, 2012

GA
GARRISON ARCHITECTS

Sec 5 Form of Proposal
Signature Design Services for Gloucester County College

SCHEDULE OF FEES

1. Reports, surveys and studies - hourly fee, if incorporated into a construction project, the report fee will be credited to the design phase. See Standard Hourly Rate Schedule
2. Renovations/Alterations only (based on actual/estimated project cost whichever is greater):
 - a. Project up to \$100,000 - 12.0 %
 - b. Projects between \$100,000 - \$250,000 - 11.0 %
 - c. Projects between \$250,000 - \$400,000 - 10.5 %
 - d. Projects between \$400,000 - \$550,000 - 10 %
 - e. Projects between \$550,000 - \$700,000 - 9.5 %
 - f. Projects between \$700,000 - \$850,000 - 9.0 %
 - g. Projects between \$850,000 - \$1,000,000 - 8.5 %
 - h. Projects over \$1,000,000 - 8.0 %
3. Additions with renovations (based on the size of the addition):
 - a. Projects up to 5,000 sq. ft. - 10.0 %
 - b. Projects between 5,000 - 10,000 sq. ft. - 9.5 %
 - c. Projects between 10,000 - 20,000 sq. ft. - 9.0 %
 - d. Projects between 20,000 - 30,000 sq. ft. - 8.5 %
 - e. Projects over 30,000 sq. ft. - 8.0 %
 - f. Projects over 40,000 sq. ft. - 7.5 %
4. New Construction (based on size of the building):
 - a. Projects up to 50,000 sq. ft. - 8.0 %
 - b. Projects 50,000 - 125,000 sq. ft. - 7.5 %
 - c. Project over 125,000 sq. ft. - 7.25 %
5. Technology Information, Security, Telecommunication equipment - preparation of detailed plans and specifications, only as directed by the Board , at a flat fee of 10 %
6. Development and Update of Five Year Maintenance and Capital Improvement Plan shall be billed hourly at the rate of \$85.00 per hour.