



**BOARD OF TRUSTEES
Business/Finance Committee Agenda Items**

ADDENDUM

To: Board of Trustees
From: Office of the President
Date: January 23, 2025

The following Finance Committee item is recommended to the Ocean County College Board of Trustees for approval at its meeting on **Thursday, January 23, 2025**:

1. Recommend adoption of a resolution to award the following contract:
 - a. To provide environmental health and safety training programs from January 23, 2025, through June 30, 2025, offered through the Workforce and Professional Education (WPE) Department at Ocean County College (**Exhibit A-21**)
2. Recommend that the following contract be amended:
 - a. An additional \$4,700, for a maximum total of \$84,200, to CliftonLarsonAllen, LLP, King of Prussia, Pennsylvania, for financial reporting relating to the implementation of Governmental Accounting Standards Board (GASB) statements 87 and 96, financial reporting for leases and subscription-based information technology arrangements (SBITAs) as part of the professional auditing services at Ocean County College (**Exhibit A-22**)

EXHIBIT A-21

OCEAN COUNTY COLLEGE

RESOLUTION

Authorizing a Contract for Environmental Health and Safety Training Services

Contract Term: January 23, 2025 - June 30, 2025

WHEREAS, the Board of Trustees of Ocean County College recognizes the need to partner with **Access Training Services, Inc.**, 7921 River Road, Pennsauken, NJ 08110, to provide environmental health and safety training programs offered through the Workforce and Professional Education (WPE) department. The program will prepare students for a career in industrial hygiene, industrial safety and health, toxicology, risk management, public health, regulatory compliance, and occupational health; and

WHEREAS, Ocean County College has a need to acquire goods and services which are exempt from bidding pursuant to the provisions of N.J.S.A 18A:64A-25.5 (15), Professional consulting services; and

WHEREAS, the Executive Vice President of Finance and Administration of Ocean County College has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4, a Certificate has been provided by the Executive Vice President of Finance and Administration of Ocean County College, stating that funds are available for this purpose, which certificate is attached to the original of this resolution and is on file in the office of the Executive Vice President of Finance and Administration; and

WHEREAS, the vendor has completed and submitted a Business Entity Disclosure Certification which certifies it has not made any reportable contributions to a political or candidate committee in the County of Ocean the previous one year, and that the contract will prohibit making any reportable contributions through the term of the contract; and

WHEREAS, Ocean County College wishes to award a required disclosure contract in compliance with the provisions of N.J.S.A. 19:44A-20.4 and without the need for public bidding in compliance with the provisions of County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq.;

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

1. The Ocean County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to execute an agreement with **Access Training Services, Inc.**, 7921 River Road, Pennsauken, NJ 08110 in the amount not to exceed **\$25,000.00** to provide environmental health and safety training programs offered through the Workforce and Professional Education (WPE) department.

RESOLUTION

CERTIFICATION OF THE EXECUTIVE VICE PRESIDENT OF FINANCE AND ADMINISTRATION AS TO THE AVAILABILITY OF FUNDS FOR THE AWARDING OF A CONTRACT BY THE OCEAN COUNTY COLLEGE BOARD OF TRUSTEES.

Contract for Environmental Health and Safety Training Services

Contract Term: January 23, 2025 - June 30, 2025

VENDOR: **Access Training Services, Inc.**
7921 River Road
Pennsauken, NJ 08110

ACCOUNT: Science / Contract Payment
FY 2024/2025

AMOUNT: **\$25,000.00**
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I HEREBY CERTIFY that funds are available in the Ocean County College Board of Trustees budget for 2024/2025 and the appropriation is sufficient to cover this contract and the contract shall be encumbered against such appropriation.



Executive Vice President of Finance and Administration

EXHIBIT A-22

OCEAN COUNTY COLLEGE

AMENDMENT

AWARD for Professional Auditing Services

RECOMMENDATION: Contract award to CliftonLarsonAllen LLP, 150 South Warner Drive, Suite 310, King of Prussia, PA 19406 to be amended with an additional \$4,700.00 for a total amount of \$84,200.00. The original contract in the amount of \$69,500.00 for a one-year contract with a second-year contract option for professional auditing services was awarded at the Board of Trustees meeting on May 30, 2024. An amendment in the amount of \$10,000.00 was awarded at the Board of Trustees Meetings on November 7, 2024.

Additional funds are needed for additional funding for financial reporting relating to the implementation of Governmental Accounting Standards Board (GASB) statements 87 and 96, financial reporting for leases, and subscription-based information technology arrangements (SBITAs).

Said contract to be in accordance with proposal specifications and requirements of RFP #23/24 R-1565, publicly advertised on April 8, 2024 and proposals received May 1, 2024.

Contract Term: July 1, 2024 - June 30, 2025 (first year)

NATURE OF PROPOSAL: Professional Auditing Services

- ITEM #1: Financial Statements & Management Letter Fee
ITEM #2: Single Audit Procedures Fee
ITEM #3: Financial Aid Programs Fee
ITEM #4: Enrollment Audit Fee
ITEM #5: Reporting OCC Foundation as a Component Unit Fee
ITEM #6: Out-of-Pocket Expenses Fee
ITEM #7: Total Cost of Audit FY2024
ITEM #8: Total Cost of Audit FY2025

SOURCE OF FUNDS: Auditing Services / Fees-Audit
FY 2024/2025

Proposals were evaluated by the Evaluation Committee to ascertain which proposal best meets the needs of Ocean County College. Proposals were evaluated using the following criteria and weight (1-4):

- 1. Number & Qualifications of Staff (4)
2. Higher Education / GASB Experience (4)
3. Current Clients in Community College Sector (4)
4. Organizational Approach (2)
5. Cost (3)
6. Availability of Staff (2)

PROPOSAL SUMMARY

Vendor Name	Holman Frenia Allison P.C.	Clifton Larson Allen LLP*
Financial Statements & Management Letter	\$ -	\$ 44,000.00
Single Audit Procedures	\$ -	\$ 8,000.00
Financial Aid Programs	\$ -	\$ 10,500.00
Enrollment Audit	\$ -	\$ 5,000.00
Reporting OCC Foundation as Component Unit	\$ -	\$ 2,000.00
Sub-Total	\$ -	\$ 69,500.00
Out-of-Pocket Expenses	\$ -	\$ -
Total Cost of FY2024 Audit	\$ 55,000.00	\$ 69,500.00
Total Cost of FY2025 Audit	\$ 57,500.00	\$ 71,500.00

*Recommended Vendor

The following vendors received the proposal. Vendors in **bold-type** submitted a proposal.

- A to Z Business Solutions LLC
- Cambridge LTD
- Clifton Larson Allen**
- Deloitte
- Deltek, Inc.
- Holman Frenia Allison**
- Legai BUild
- Nisivoccia LLP
- North America Procurement Council
- PKF O'Connor Davies, LLP
- SevenOutsource
- VISUAL
- xiaoma