

ADJUST THE FINGER LAKES COMMUNITY COLLEGE PROFESSIONAL SERVICE POSITIONS ROSTER

WHEREAS, Finger Lakes Community College has updated its position roster that lists position titles determined by the Finger Lakes Community College Board of Trustees in the professional service as defined by §6306 (2) of New York State Higher Education Law as approved by the Chancellor of the State University of New York, and;

WHEREAS, the following are *new* job descriptions for Finger Lakes Community College:

New Title:

Licensed Counselor – Center for Student Well-Being (07.31.23)
Office Manager, EMS (08.01.23)

WHEREAS, the following are *revised* job descriptions for Finger Lakes Community College:

New Title:

Senior IT Specialist (07.24.23)
Technical Specialist – Persistence and Completion
to Excellence (07.05.23)

Previous Title:

IT Specialist (11.15.18)
Technical Specialist, Academic Success and Access Programs
(06.28.18)

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby requests that the roster of professional service positions be adjusted in the manner described herein.

Approved by the FLCC Board of Trustees at the meeting on September 6, 2023

September 6, 2023

Date

Donald Cass, Board Vice Chair

Richard Russell, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on September 6, 2023, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 6th day of September, 2023.

Penny Hamilton, Assistant Secretary of the Board

AUTHORIZE A CONTRACT RENEWAL WITH FERRILLI FOR COLLEAGUE SYSTEM CORE ADMINISTRATION SERVICES

WHEREAS, resolution 11-17, dated February 1, 2017 awarded a contract for core services support for the Ellucian Colleague Unidata database for Finger Lakes Community College; and

WHEREAS, Ferrilli Services Administer, Monitor, Update, Secure, and communicate with Key users around the college of software enhancements, for the college Colleague systems in FY2024;

WHEREAS, Ferrilli has supported Finger Lakes Community College with this service for over five years; and

WHEREAS, Ferrilli possesses unique capabilities and expertise with regard to Ellucian Colleague administrative support; and

WHEREAS, this contract renewal would be until the end of the fiscal year through August 31, 2024 at a total cost not to exceed \$70,380; and

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for Ferrilli System Administration Services with Ferrilli, 414 West State Street, Media, PA 19063 for the Ellucian Colleague enterprise systems for Finger Lakes Community College at a total cost not to exceed \$70,380; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC VP of Administration & Finance and FLCC Chief Information Officer.

Approved by the FLCC Board of Trustees at the meeting on September 6, 2023.

September 6, 2023
Date

Donald Cass, Board Vice Chair

Richard Russell, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

AUTHORIZE A CONTRACT RENEWAL WITH FERRILLI FOR ADDITIONAL BACKUP AND EMERGENCY SUPPORT FOR COLLEAGUE SYSTEMS

WHEREAS, Finger Lakes Community College wishes to continue using Ferrilli Services for the colleges Ellucian Colleague Enterprise systems ad-hock and emergency programming support in FY2024;

WHEREAS, Ferrilli has supported Finger Lakes Community College with this service for on demand and emergency support for at least five years; and

WHEREAS, Ferrilli possesses unique capabilities and expertise with regard to Ellucian Colleague support, troubleshooting and programming; and

WHEREAS, this contract renewal would be until the end of the fiscal year through August 31, 2024 at a total cost not to exceed \$15,000; and

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for Ferrilli support services with Ferrilli, 414 West State Street, Media, PA 19063 for on demand programming and emergency support for the Ellucian Colleague enterprise systems for Finger Lakes Community College at a total cost not to exceed \$15,000; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC VP of Administration & Finance and FLCC Chief Information Officer.

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Penny Hamilton, Assistant Secretary of the Board

AUTHORIZE A CONTRACT FOR COLLEAGUE SYSTEM ADVISORY SERVICES

WHEREAS, Finger Lakes Community College has determined that there is a need for an expert to review of our current usage of our Colleague systems and recommend adjustments to be more efficient and less customized, including assistance in training and implementation of the recommended changes; and

WHEREAS, Ellucian is an expert in how their products should be configured and used we have chosen them to assist us with this project; and

WHEREAS, we were able to secure a quote to accomplish this work over the course of one year totaling \$125,000; and

WHEREAS, the term of this agreement would be from October 1, 2023 to September 30, 2024; and

WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee has reviewed the quote as of September 6, 2023

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for Ellucian Advisory Support Services, 2003 Edmund Halley Drive, Suite 550, Reston, VA 20191, for Finger Lakes Community College at a total cost not to exceed \$125,000; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC VP of Administration & Finance and FLCC Chief Information Officer.

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Penny Hamilton, Assistant Secretary of the Board

AUTHORIZE A CONTRACT WITH ELLUCIAN FOR THE PURCHASE OF COLLEAGUE CUSTOM PROGRAMMING SERVICES

WHEREAS, Finger Lakes Community College has determined that there is a need for an expert to assist the college in development of custom programming in support of enhancing and updating the Colleague Student System to support new SUNY and local requirements; and

WHEREAS, Ellucian is an expert in configuring, programming and enhancing their software; and

WHEREAS, FLCC was able to secure a grant from SUNY in the amount of \$45,000 to support this development; and

WHEREAS, FLCC acquired a quote from Ellucian to accomplish this totaling \$45,000; and

WHEREAS, the term of this contract would be from October 1st, 2023 to May 31st, 2024; and

WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee has reviewed the quote as of September 6, 2023;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for Ellucian Programming Support Services, 2003 Edmund Halley Drive, Suite 550, Reston, VA 20191, for Finger Lakes Community College at a total cost not to exceed \$45,000; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC VP of Administration & Finance and FLCC Chief Information Officer.

Approved by the FLCC Board of Trustees at the meeting on September 6, 2023.

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Penny Hamilton, Assistant Secretary of the Board

AUTHORIZE CONTRACT WITH ARCTIC WOLF FOR MANAGED RISK SECURITY SERVICES

WHEREAS, Finger Lakes Community College has determined that there is a need for enhancement to our security posture by utilizing a highly reputable and industry leading cyber security service provider; and

WHEREAS, Arctic Wolf is the company we have chosen as they specialize in managed cybersecurity. They have a proven reputation and utilize proprietary technology to detect, analyze and remediate our cyber risk. Arctic Wolf provides consultation regarding best strategies and practices for identifying and minimizing system and endpoint vulnerabilities, finding information exposures, identifying bad configurations, and fulfilling required compliance standards. Additionally, this quote includes a retainer for a professional incident response team that provides fast deployment in the event of a cybersecurity incident.

WHEREAS, we were able to secure a quote for 1 years of managed risk services and retainer for incident response services totaling \$37,557.11 under the NCPA contract; and

WHEREAS, the term of this agreement is from 11/01/2023 to 10/31/2024

WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee has reviewed the quote as of September 6, 2023

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for Arctic Wolf support via cb2011 Federal Street Saratoga Springs, NY 12866 for enhanced security services for Finger Lakes Community College at a total cost not to exceed \$37,557.11; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC VP of Administration & Finance and FLCC Chief Information Officer.

Approved by the FLCC Board of Trustees at the meeting on September 6, 2023.

September 6, 2023
Date

Donald Cass, Board Vice Chair

Richard Russell, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

BID ACCEPTANCE: MINOR MAINTENANCE SERVICES ON WALLS CONTAINING ASBESTOS

WHEREAS, resolution 65-22 dated, September 7, 2022, awarded a bid for minor maintenance services, bid B22060, for Finger Lakes Community College; and

WHEREAS, the bid specifications for bid B22060 allow for up to two additional twelve-month periods for a total of three years, if mutually agreeable by both parties; and

WHEREAS, this would be the first of two renewals available for an additional twelve-month period; and

WHEREAS, the term of this bid commences September 7, 2023 through September 6, 2024; and

WHEREAS, the cost of the contract will increase by 3.2% from prior year, which is within the CPI limits

WHEREAS, this is a demand contract, therefore, the annual cost will depend on budget and usage throughout the contract period with an amount not to exceed \$15,480.00; and

WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee has reviewed and approved this resolution;

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees hereby accepts the renewal of AAC Contracting, LLC, 175 Humboldt Street, Rochester, NY 14610, bid B22060 for minor maintenance services of walls containing asbestos for a twelve-month demand contract with a cost of \$154.80 per hour depending on budget usage throughout the contract period, at a term commencing September 7, 2023 through September 6, 2024 at an amount not to exceed \$5,000.00; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC Vice President of Administration & Finance, the FLCC Director of Facilities & Grounds and the Ontario County Purchasing Director.

Approved by the FLCC Board of Trustees at the meeting on September 6, 2023

September 6, 2023
Date

Donald Cass, Board Vice Chair

Richard Russell, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board