

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD MEETING  
WEDNESDAY, MAY 1, 2024 AT 9:00 A.M.  
32 E. FRONT STREET, TRENTON, NJ  
JOSEPH A. MCNAMARA BOARD ROOM**

1. NOTICE OF PUBLIC MEETING/PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF MEETING MINUTES
  - a. Board Open Session Meeting Minutes of March 6, 2024
4. AUTHORITY MATTERS
  - a. CEO Report
  - b. Chairman's Report
5. REPORT AND RECOMMENDATIONS OF THE SCHOOL REVIEW COMMITTEE (CHAIRMAN'S REPORT)
  - a. Company Name: Hall Building Corp.  
District: Newark  
Contract No.: EP-0126-C01  
PMF/CM: NJSDA  
School Name: University High School  
Change Order No.: 1  
Reason: Final Construction Cost  
Amount: \$225,136.00  
Original Contract Amount: \$1,172,180.00  
Contract Status: 11.86 % Paid to Date against the Current Contract Value  
Anticipated Completion Date: September 2024  
Approval of Revised Final Project Charter, Release of Funds from Program Reserve and Re-establishment of Contract Value
6. REPORT AND RECOMMENDATIONS OF THE REAL ESTATE COMMITTEE (CHAIRMAN'S REPORT)
  - a. Approval of Awards - Term Contracts for Real Estate Appraisal Services
  - b. Request for Real Property Acquisition in Paterson, New Jersey - **(to be discussed in Executive Session and voted on upon the Board's return to Open Session)**
  - c. Proposed Settlement of Condemnation and Cost Recovery Litigation Relating to the Disposition of the Environmental Trust Escrow Held in Connection with the Trenton Roebling School Land Acquisition - **(to be discussed in Executive Session and voted on upon the Board's return to Open Session)**
7. MONTHLY REPORTS
  - a. *For Informational Purposes*
    - i. Active Projects Report
    - ii. Project Status Reports
    - iii. Contracts Executed Report/Amendments & Change Orders Executed Report
    - iv. Contract Terminations Report (*no activity*)
    - v. Settlement Activities Report (*no activity*)

- vi. Diversity and Workforce Participation Report
- vii. Regular Operating District Grant Activity Report
- viii. Notification of Amendments to Goods and Services Contracts Not Exceeding \$100,000 or 10% of the Contract Value (*no activity*)
- ix. Communications Report (*no report*)
- x. Monthly Financial Report
- xi. Design Contract De-Obligations Report (*no activity*)

**8. EXECUTIVE SESSION**

- Request for Real Property Acquisition in Paterson, New Jersey
- Proposed Settlement of Condemnation and Trust Recovery Litigation Relating to the Disposition of the Environmental Trust Escrow Held in Connection with the Trenton Roebling School Land Acquisition
- Litigation/Contract Matter(s) – OPMA Exemption N.J.S.A. 10:4-12b (7)  
CCD Report (*no activity*)

**9. REQUEST MOTION TO ADJOURN PUBLIC MEETING**

**APPROVAL OF MEETING MINUTES**

**March 6, 2024 Open Session Minutes**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, MARCH 6, 2024**

A meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, March 6, 2024 at 9:00A.M. in the Joseph A. McNamara Board Room at the offices of the Authority at 32 East Front Street, Trenton, New Jersey.

Participating were:

Mario Vargas, Public Member, Vice Chairman

Stephen Martorana (EDA)

Kevin Luckie (DCA)

David Moore (Treasury)

Bernard Piaia (DOE)

John Capo, Public Member

Daniel Gumble, Public Member

Lester Lewis-Powder, Public Member

Michael Maloney, Public Member

being a quorum of the Board. Mr. Capo, Mr. Gumble, Mr. Lewis-Powder, Mr. Moore, and Mr. Piaia participated in the meeting by teleconference.

At the Vice Chairman's request, Manuel Da Silva, chief executive officer; Donald Guarriello, vice president and chief financial officer; Janice Venables, vice president and assistant secretary; Albert Barnes, chief counsel; and Gregory Voronov, managing director of the SDA participated in the meeting. Alexis Franklin of the Governor's Authorities Unit (GAU) also participated in the meeting.

## ***Pledge of Allegiance***

Led by the Vice Chairman, the Members and all assembled stood and recited the Pledge of Allegiance.

The meeting was called to order by Mr. Vargas, who requested that Ms. Venables read the requisite notice of the meeting. Ms. Venables announced that the meeting notice had been sent to the *Trenton Times* and *Star-Ledger* at least 48 hours prior to the meeting, and was duly posted on the Secretary of State's bulletin board at 225 West State Street in Trenton, New Jersey and on the SDA Website. Ms. Venables then conducted a roll call and indicated that a quorum of the Members of the Board were present.

## ***Approval of Meeting Minutes***

The Vice Chairman presented for consideration and approval the minutes of the Board's February 7, 2024 Open Session meeting. A copy of the meeting minutes and a resolution had been provided to the Members for review in advance of the meeting. Upon motion duly made by Mr. Luckie and seconded by Mr. Maloney the Open Session minutes of the February 7, 2024 SDA Board meeting were approved with the Members' unanimous vote in favor of the resolution attached hereto as ***Resolution 3a***.

Next, Mr. Vargas presented for consideration and approval the minutes of the Board's February 7, 2024 Executive Session meeting. A copy of the meeting minutes and a resolution had been provided to the Members for review in advance of the meeting. Upon motion duly made by Mr. Luckie and seconded by Mr. Piaia the Executive Session minutes of the February 7, 2024 SDA Board meeting were approved with the Members' unanimous vote in favor of the resolution attached hereto as ***Resolution 3b***.

## *Authority Matters*

### *CEO's Report*

Next, Mr. Vargas asked Mr. Da Silva for the report of the CEO. Mr. Da Silva provided an update on design-build projects in construction. He said that for the Perth Amboy High School project, furniture and technology installation is ongoing and management is on target to deliver the school by the end of the month. He reported that Department of Community Affairs (DCA) inspections are ongoing and Terminal Construction Corporation is addressing items if and when identified. He added that the previous week, management received the first temporary certificate of occupancy (TCO) recommendation from the plumbing inspector. For the Union City New Grade 7-9 School project, he advised that the final design documents are being reviewed by the SDA and DCA. He added that slab-on-deck installation is complete and building enclosure activities will start next.

Next, Mr. Da Silva provided an update on design-bid-build projects in construction stage. He reported that for the Orange Cleveland Street Elementary School project, work continues inclusive of site work, masonry detailing, carpentry, windows and installation of finishes such as epoxy flooring, paint, ceramic tile, flooring and gym equipment.

Turning to projects in the demolition stage, Mr. Da Silva said that for the Garfield New Elementary School project, the contractor has mobilized and asbestos containing material removal has commenced. For the Elizabeth New Elementary School project, he said that the Early Site Package kick off meeting with USA Environmental was the previous month and submissions have commenced.

Turning to Authority events, outreach and other activities, Mr. Da Silva informed the Members that last month he had the opportunity to speak at the Healthy Schools Now Coalition

meeting. He said that he provided an update on SDA's current Capital Plan, Regular Operating District Grants and FY2024 Capital Maintenance & Emergent Project Grant funds. He noted that the attendees had a lot of great questions regarding availability of land and the process of approving projects. He added that the coalition expressed their support of the Authority and are determined to advocate for additional funding for the program.

Next, Mr. Da Silva said that last week he attended the Governor's Budget Address. He advised that the Governor's budget includes \$50M for capital maintenance and emergent projects for SDA districts and no allocation for Regular Operating Districts (RODs). He added that \$350 million was released from the \$1.9 billion in funding included in FY2022 for capital projects.

Mr. Da Silva reported that the Members will notice that this month management has an additional report in the monthly reports section of your meeting materials. He noted that this report is a listing of items previously considered in the Executive Session meetings that are now completed.

Next, Mr. Da Silva said that at the previous Board meeting management presented three additional new project Charters including the project for Camden City School District. He said that Camden's project required that management amend the SDA's 2022 Capital Plan (Plan) to substitute the New East Side High School Replacement project for the two Pre-K to 8 Replacement Elementary Schools identified in that Plan. He advised that management has now updated the 2022 Strategic Plan Update and Capital Plan Presentation from April 6, 2022, and revised February 2024 which will be posted on SDA's website after today's meeting. He noted that the prior Plan had nineteen new projects and will continue to do so after the elimination of one project in Camden and the splitting of a single project into two projects in New Brunswick consisting of the purchase of an existing building and an addition to an existing school that must be separate due to the timing associated with the delivery.



Finally, Mr. Da Silva said that at the February 7, 2024 Board Meeting the Members asked about the “possible size of a school that could be delivered on the Union City property purchased for the Magnet K-8 School.” He said that SDAs owns 10 lots and 15 lots, respectively in Blocks 19 and 20 of Union City’s Tax Map that form oddly shaped assemblages. He advised that the lots vary in shape and size, and are currently being utilized by the city for storage, with one lot containing an apartment building that is being operated by the Housing Authority. He added that the lots are not sufficient to support the school and would require additional land acquisition to do so. He noted that, as a result, SDA does not have enough contiguous land to build the Magnet K-8 School.

Mr. Vargas inquired as to which project in the New Brunswick District (District) will be split. Mr. Da Silva said that the SDA will be purchasing 40 Van Dyke which is the warehouse building that the District was using for P-Tech. Mr. Voronov said that the other space would be at the existing middle school site, adding that there is space adjacent to the school that has trailers on it now which will be eliminated when the District utilizes the 40 Van Dyke space. He added that it is subject to review with the Department of Education (DOE) in terms of the size of the addition that is needed. He noted that as of now, two of the elementary schools contain middle school students, and it’s the District’s goal to have all the middle schools students in two facilities.

Next, Mr. Vargas asked if there is a date for the Members to tour the Perth Amboy High School. Mr. Da Silva said that management is planning a ribbon cutting in May. He added that management needs to receive the TCO prior to touring the building.

Mr. Luckie asked if the appropriation for the budget will happen in 2026. Mr. Da Silva said that the SDA will be asking for the administrative expenses in 2025.

Mr. Vargas asked if the \$50 million from the Governor's budget is less money than the SDA previously received. Mr. Da Silva answered the affirmative, noting that the \$50 million is for the SDA Districts but the \$25 million that was in the previous budget for RODs is not included in this budget.

### ***Audit Committee***

Mr. Vargas, as an Audit Committee Member, reported that the Audit Committee met on February 20, 2024. He advised that the management provided the Committee with the January 2024 New Funding Allocation and Capital Plan Update. He said that staff informed the Committee that there were no changes in any of the reserve balances for the SDA Operating Districts during the reporting period. He reported that the Program Reserve balance for RODs decreased by \$90.2 million during the reporting period due to the DOE's approval of Round 5 ROD Grants. He noted that it is expected that the SDA will utilize approximately \$100 million of the reserve to fund additional ROD grant projects statewide. He reported that 356 grants were offered during the January reporting period totaling \$243 million.

Next, Mr. Vargas said that the Internal Audit Division (IA) presented the Committee with a proposed 2024 Audit Plan (Plan). He explained that the Plan identified specific audits initiated or to be initiated this year by either IA staff or SDA's external contractors. Specifically, he said that the Plan includes finalizing 5 project audits in progress or nearing completion, 4 project audits where schools are being constructed, and 2 audits, of schools acquired by the SDA. He added that the Plan also includes one emergent project audit along with 8 operational audits. He advised the Board that the proposed 2024 Plan equates to approximately 4,800 audit hours.

Next, Mr. Vargas reported that in compliance with the SDA Bylaws and Audit Committee Charter, the CEO provided the Committee with his quarterly staffing report updating

Authority personnel matters. He noted that the Committee discussed Bill A4496. Management advised that the advertising and interview process for open positions is ongoing.

Next, Mr. Vargas said that management presented the Committee with one matter requiring Board action. Referencing a memorandum that was distributed to the Members in advance of the meeting, he discussed the need to approve Amendment No. 1 to SDA's Ernst & Young LLP (E&Y) contract. He reminded the Members that in 2019, following a competitive procurement process, the SDA Audit Committee recommended Board approval of a contract between the Authority and E&Y for independent auditor services for a three-year term comprising calendar years 2019, 2020 and 2021. He added that the contract further provided that the Authority, in its sole discretion, may exercise an option to extend the contract for two one-year terms for calendar years 2022 and 2023 both of which extensions were approved by the Board in November 2022. Mr. Vargas said that on June 14, 2023, the U.S. Department of the Treasury approved the State of New Jersey's plan to partially fund the construction of the New Union City Grade 7-9 Community School project with monies allocated to the State through the Coronavirus Capital Projects Fund, allocating a total amount of \$50,000,000. Mr. Vargas explained that included in the grant agreement between SDA and the New Jersey DCA, as grants manager for the funds. He added that one stipulation which requires SDA to comply with the audit requirements as outlined in the Code of Regulations which mandates that if a non-federal entity expends \$750,000 or more in federal awards during the non-federal entity's fiscal year, the entity must have a Single or Program-Specific Audit conducted by an independent auditor for that year. Mr. Vargas explained that a Single Audit includes extra components beyond a financial statement audit, which will require more testing on the part of the E&Y, including an audit of both SDA's financial statements and its compliance with federal program requirements pursuant to the federal Single Audit Act of 1984, as amended in 1996. He noted that the State of

New Jersey will reimburse SDA for the entire cost of the Single Audit. Mr. Vargas said, for these reasons, management and the Audit Committee have determined that it is reasonable, appropriate and in the best interest of the SDA to amend the E&Y contract to add the performance and associated cost of a Single Audit to EY's Contract for fiscal year 2023, in the not-to-exceed (NTE) amount of \$42,000.00.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Luckie and seconded by Mr. Maloney, the Board approves Amendment No. 1 to the 2023 Ernst and Young LLC contract for a total fee not-to-exceed \$42,000 with its unanimous vote in favor of *Resolution 5a*.

### ***School Review Committee***

The Vice Chairman then asked Mr. Luckie to provide the report of the School Review Committee. Mr. Luckie said that the School Review Committee met on February 20, 2024 and advanced three items for Board consideration today and discussed an informational item. Mr. Luckie said that the first matter for approval is Change Order (CO) No. 3 for the Harrison Elementary School Project (School or Project). He reported that the School is a 67,800 square feet school that educates 392 students in grades Pre-K through 1. He advised that in 2016, the Governor signed New Jersey's "School Security Law" (Law) which requires certain school security measures to be incorporated in architectural designs for new school construction. He added that it also addresses security measures for existing school buildings. He explained that after enactment of the Law, SDA developed School Security Systems Guidelines: first, to ensure a consistent approach in the design of school security systems and second, to bring those designs into conformance with the new Law. He said that management determined to apply the Standards to all projects then under contract for design or construction that were scheduled to be delivered for opening in September 2019 or later. He noted that after developing the Standards,

staff established a security enhancement scope for the Project and presented it for review by the District. He said that SDA was not able to utilize the Project's general contract (GC) Brockwell & Carrington for the security work or to complete the work prior to the required school opening date. He added that management engaged a GC through the General Contractor Task Order (GCTO) Contract following Project completion and District occupancy of the School.

In continuing, Mr. Luckie said that the package was awarded to Catcord Construction Co. (Catcord) and a notice-to-proceed (NTP) was issued to Catcord in January 2022 and, after completing the design phase, Catcord submitted a finalized construction cost estimate. He explained that upon SDA's approval of the design documents the final construction costs were negotiated and agreed upon and Catcord was issued the NTP with construction on April 4, 2023. He advised that CO No. 2 was approved by the Members at the April 5, 2023 Board Meeting to provide for the differences in the NTE cost originally allocated for construction and the negotiated construction costs following development and refinement of design in the amount of \$109,438.00. He said that the memorandum presented to the Board on this date describes subsequent estimates provided by Catcord for the increase in cost for the fire alarm system, elevator, and security fence in the total value of \$31,898.96, which was negotiated by the Project Team and Catcord to a reduced final total lump sum value of \$28,195.00 for CO No. 3, for the services already provided at risk by Catcord to maintain the existing accepted project schedule.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Vargas and seconded by Mr. Piaia, the Board approved Change Order No. 3 for Catcord Construction Company, Inc. for the Harrison Elementary School project with its unanimous vote in favor of ***Resolution 6a***.

Next, Mr. Luckie said that management is seeking Board approval CO No. 1, Revised Project Charter and a Release of Funds from the Program Reserve for the Union Hill Middle

School (School) project. He reported that School, built in 1913 is an approximately 102,000 square foot facility in the Union City Public Schools District educating approximately 895 students in grades 7 and 8. He said that upon confirmation of the need for emergent roof replacement and stucco and masonry repairs (the Project) at the School, the SDA engaged Aptim Environmental & Infrastructure, LLC in November 2021 for the performance of Project scope development services to address these conditions. He noted that upon completion of these Project scope development services, the SDA determined to advance the Project through utilization of the GCTO Contract, and to require the GC to engage the services of a design consultant to complete needed design services. He advised that based upon review of the existing building conditions, the GC's Design Team found there are additional areas of stucco and masonry requiring repair, replacement and abatement of asbestos containing material. In addition, there is an increase in construction cost due to the school being occupied and the contractor providing scaffolding to access the work area, which was not considered in the original construction cost estimate. He noted that additional work was approved by the Design Studio and incorporated into the approved design and construction documents.

In continuing, Mr. Luckie said that upon completion of the design phase and construction documents, the Project Team requested that Integrated Construction Enterprises, Inc. (ICE) submit their finalized construction cost, with the Project Team, SDA Financial Operations and ICE reviewing the scope of work, the anticipated product delivery, schedule, and access to the work site, along with building availability to assist in the development of the construction cost estimate. He noted that the original design and construction cost agreed to between ICE and SDA was a NTE value of \$2,580,894.00. He said that following ICE's development of the design, schedule for construction, and the refinement of scope, along with the establishment of expectations for the timing of material delivery and considering building accessibility, the NTE

cost originally allocated for construction was determined to be insufficient. He explained that CO No. 1 would provide the amount equal to the differential in cost between the original NTE cost allocated for design and construction and the actual finalized, negotiated and agreed to cost of \$3,809,088.00 required to effect roof replacement, stucco and masonry repair for this emergent project. Mr. Luckie explained that the approval of CO No. 1 will result in an increase in construction costs that will cause the overall project cost in ICE's contract to exceed \$3,000,000.00, which is the per-project limit specified for projects issued under the GCTO Contract unless unanticipated project conditions warrant such increases, and SDA exercises its discretion to authorize said increase. He said that SDA staff members, including Financial Operations, have determined that the items included in the CO are justified and that the amount is reasonable and appropriate. He advised that funding for the total project costs is available within the SDA Program Reserve maintained for emergent projects. He noted that, as the construction award and the funds requiring release from the Program Reserve for the Project exceed \$500,000, both require Board approval. He added that management recommends that the Members approve the CO No. 1 in the total lump sum value of \$1,228,194.00 to ICE, the Project's Revised Final Project Charter as proposed, and the release of \$1,178,681.00 from the Program Reserve maintained for emergent projects.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Maloney and seconded by Mr. Vargas, the Board approved Change Order No. 1, Revised Project Charter and Release of Funds from the Program Reserve for the Union City Hill Middle School project with its unanimous vote in favor of ***Resolution 6b.***

Finally, Mr. Luckie said that Committee is recommending Board approval of a Preliminary Project Charter for the West New York New Middle School project (Project). He

advised that at the April 6, 2022 SDA Board Meeting the Members approved the SDA's 2022 Strategic Plan Update and Capital Plan (Plan). He said that the Plan identified the need for an elementary school project for the West New York Public School District to address overcrowding and provide capacity for approximately 788 students. He advised that SDA staff, working with District representatives and the DOE, reviewed and validated District needs and had identified a Project scope to address those needs. He added that management is seeking Board approval of a Preliminary Project Charter which details Project advancement recommendations including estimated project costs and schedules for Project completion. He explained that based on a detailed evaluation of District needs and application of standard programmatic models, the recommended Project scope calls for construction of an approximately 147,000 square foot new school facility to provide capacity to educate 788 students in grades 6 to 8, with students grouped consistent with current District practices. He advised that the advancement of this Project will significantly address District capacity needs and overcrowding in grades Pre-K to 8. Mr. Luckie said that the estimated cost of \$110.1 million for the Project reflected in the Charter is inclusive of funds already expended for site acquisition, relocation, building demolition, and property maintenance related to the SDA-owned site on which the project will be constructed, and projected costs based upon the application of planning estimates to the current anticipated Project scope. He added that SDA management requests and recommends that the Members approve the Charter for the District's New Middle School Project as proposed, authorizing SDA management to procure the professional and construction services necessary to advance this Project.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Vargas and seconded by Mr. Piaia, the Board approved Planning Project Charter for the West New York Public School No. 2 project with its unanimous



vote in favor of *Resolution 6c*.

### ***Public Comments***

At this time Ms. Venables announced that the public comments portion of the Meeting will commence consistence with the New Jersey Open Public Meetings Act.

At the Chairman's request Mr. Richard L. Matthews addressed the Board. Mr. Matthews said that he is the Business Administrator for the Patterson Public School District (District). He noted that he was going to be presenting at a retreat in front of the Patterson School Board tomorrow evening, March 7, 2024. He noted that part of his presentation is a bar chart focusing on the District's facilities. He noted the number of buildings in the District between 100 and 180 years old. He said that the District investigated health & safety issues. He said that part of his presentation will be about Paterson School No. 3 (School No. 3). He noted the \$3.5 million allocated for emergent projects as he discussed at SDA February Board Meeting. He stressed that during the abatement process unforeseen issue have the estimated cost of School No. 3 at \$5 - \$7 million. Mr. Matthews noted that the investigation of health & safety issues uncovered approximately \$11 million of project costs. He said that the situation in the District is dire and asked what future funding could be expected to cover the health & safety issues. He noted that the District will be making a decision on a STEAM (Science, Technology, Engineering, Arts and Math) school. He asked for additional funding for the District. Mr. Da Silva advised that the funding for 2024 has been completely allocated. Mr. Matthews noted that the District will submit its plan for how the District will allocate their allotted \$3.5 million. Mr. Da Silva noted that with last week's budget address, if passed by the legislature, the District's FY 2025 could be comparable to FY 2024. Mr. Maloney asked how many students are in the District. Mr. Matthews responded "almost 28,000 students". A discussion ensued regarding the growing bilingual student population in the District. Mr. Da Silva noted that the SDA is aware of the

District's facility's needs adding that a High School planed for the District in the current SDA Plan.

### *Adjournment*

There being no further business to come before the Board, upon motion by Vice Chairman Vargas and with unanimous consent, the meeting was adjourned.

**Certification:** The foregoing represents a true and complete summary of the actions taken by the Board of the New Jersey Schools Development Authority at its March 6, 2024 meeting.

/s/ Janice Venables  
Assistant Secretary

***Resolution—3a.***

**Approval of Minutes**

**WHEREAS**, the By-Laws provide that the minutes of actions taken at meetings of the New Jersey Schools Development Authority be approved by the Authority's Board of Directors; and

**WHEREAS**, pursuant to Section 3(k) of P.L. 2007, Chapter 137, the minutes of the March 6, 2024 Board meeting of the New Jersey Schools Development Authority, for the Open Session were duly forwarded to the Office of the Governor following the meeting.

**NOW, THEREFORE, BE IT RESOLVED**, that the minutes of the New Jersey Schools Development Authority's March 6, 2024 Open Session meeting is hereby approved.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately, but no action authorized herein shall have force and effect until 10 days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the Authority meeting at which this resolution was adopted has been delivered to the Governor for his approval, unless during such 10 day period, the Governor shall approve same, in which case such action shall become effective upon such approval.

Dated: May 1, 2024

## **AUTHORITY MATTERS**

## **CEO REPORT**

## **CHAIRMAN'S REPORT**

**REPORT AND RECOMMENDATIONS OF THE SCHOOL REVIEW COMMITTEE  
(CHAIRMAN'S REPORT)**



**Hall Building Corp. - Change Order No. 1, Approval of the Revised Final Project Charter, Release of Funds from Program Reserve, Re-establishment of Contract Value - Newark Public Schools District - University High School, EP-0126-C01 - Emergent Project**



**MEMORANDUM**

**TO:** Members of the Authority

**FROM:** Joseph Lucarelli  
Program Director, Construction Operations

Gregory Voronov  
Managing Director, Planning and Program Operations

**DATE:** May 1, 2024

**SUBJECT:** Newark University High School – Emergent Project  
Change Order #1– Hall Building Corp.  
Approval of Final Revised Project Charter, Release of Funds from Program Reserve and  
Re-establishment of Contract Value

<b>COMPANY NAME:</b>	Hall Building Corp. (Hall)
<b>DISTRICT:</b>	Newark
<b>CONTRACT NO.:</b>	EP-0126-C01
<b>PMF/CM:</b>	NJSDA
<b>SCHOOL NAME:</b>	University High School
<b>CHANGE ORDER NO.:</b>	1
<b>REASON:</b>	Final Construction Cost
<b>AMOUNT:</b>	\$225,136.00
<b>ORIGINAL CONTRACT AMOUNT:</b>	\$ 1,172,180.00
<b>CONTRACT STATUS:</b>	11.86 % Paid to Date against the Current Contract Value
<b>ANTICIPATED COMPLETION DATE:</b>	September 2024

**INTRODUCTION**

We are writing to recommend that the Members of the Authority approve four related actions to address emergent conditions (Project) at the Newark University High School (University HS) in the Newark Public School District (District):

1. Change Order (CO) #1 in the lump sum value of \$225,136.00. The processing of this change order will fully fund all the work required to complete this emergent project. The additional funds requested for the Project are required due to scope modification and redesign as a result of existing conditions discovered during investigations and design work undertaken by the engaged task order contractor;
2. The Final Revised Project Charter (copy attached) representing the Project budget inclusive of dollar values for the final negotiated construction value, design services, appropriate contingency,

allowances, NJSDA staff costs and other costs;

3. The release of funds from the NJSDA Program Reserve maintained for emergent projects; and
4. Reestablishment of the general construction task order contract value for the purpose of the application of ongoing Operating Authority requirements. The reestablished value for this purpose shall be the revised contract value inclusive of Change Order # 1.

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, Board approval is required for a change order for an emergent project that singularly exceeds \$250,000.00 or singularly or in the aggregate is greater than 10% and the release of funds for an emergent project in excess of \$500,000. This CO exceeds 10% of the contract value and when aggregated with prior approved funding the total funding for this project exceeds \$500,000.

## BACKGROUND

The University HS, built in 1957, is an approximately 149,000 square foot facility in the Newark Public Schools District educating approximately 464 students in grades 7 through 12.

A statewide effort by the New Jersey Department of Education (NJDOE) and NJSDA to identify and evaluate potential emergent projects identified conditions at the University HS that qualify for advancement as an emergent project. The emergent project ultimately advanced includes select areas of roof replacement. The NJSDA advanced this project by way of rotational assignment through the utilization of the NJSDA's General Construction Services Task Order (GCTO) Contract with Design which requires the General Contractor to engage the services of a Design Consultant to complete needed Design Services. On December 2, 2022, Hall was contacted as the next firm on the contractor rotational list, and Hall confirmed its interest in the project.

The GCTO Contract was established so that the NJSDA has available a pool of contractors to perform certain work. The NJSDA Board initially approved the use of the GCTO Contract on September 4, 2019, and amended its approval on February 16, 2022 to increase the total per region award amount that each individual firm can receive. Specifically, no individual task order can exceed \$3 million and no individual firm can receive more than \$7.5 million of work per region during the duration of the Contract.

On March 1, 2023, Hall was issued a Notice of Award for GCTO with Design to address the emergent conditions related to roof replacement. On May 10, 2023, Hall was issued a Notice-to-Proceed for the Design phase.

The scope of work for this engagement includes all necessary design services and construction work. The Project scope includes removal and replacement of approximately 15,250 square feet of low-slope roof with 3-ply cold applied modified bitumen. This requires removal of the roofing system to the existing structural deck, including all flashing and trim, as well as abatement of any hazardous materials necessary to complete the work as required based upon investigation during design.

NJSDA staff will provide Construction Management oversight for the design phase of the project and has contracted with Anser Advisory for Construction Management Services for the construction phase.

REASON FOR CHANGE

The contract was issued to Hall utilizing the General Construction Services Task Order (GC Task Order) Contract with Design. Due to the configuration of the existing structure the architect was required to find an alternative roof design from the NJSDA Standard. The existing roof structure and configuration would not allow for the NJSDA standard roof installation of drainage. The existing roof structure is a low-slope roof with 3-ply cold applied modified bitumen that is relatively flat. The design team researched and found a roof that was acceptable to the SDA Design Studio. In addition, the solution developed during the design phase adds a new roof drain to the roof area. The installation of the drain will impact an area of the structure that has asbestos containing materials (ACM). The design was completed and approved by NJDCA. Hall contacted several subcontractors for cost estimates and developed the final cost for all of the work including the abatement of the ACM materials.

The original award for this engagement was based upon Hall’s review of the Request for Proposal (RFP) scope documents presented at the time of bid by NJSDA. Following Hall’s development of the design and revised schedule, it was determined that the not-to-exceed (NTE) cost originally allocated for construction was insufficient to complete the scope of work. Therefore, CO #1 is required to provide the amount equal to the differential in cost between the original NTE cost allocated for construction and the actual finalized, negotiated and agreed to construction cost required to effect the roof replacement work and drainage improvements.

The following provides the breakdown of the differential in construction costs following development and refinement of design required to effect roof replacement:

Original Project Cost Breakdown

Design Costs	\$ 161,000.00
Design Allowances	\$ 35,000.00
<u>Construction Phase Costs including Cost Multiplier, Bond &amp; Ins.</u>	<u>\$ 976,180.00</u>
Total Original Project Cost	\$ 1,172,180.00

Proposed Change Order Cost Breakdown

Negotiated and Agreed Construction Phase Costs	\$ 981,318.00
<u>Original Value of Construction Phase Costs</u>	<u>\$ 795,270.00</u>
Additional Funds Required for the Construction Phase	\$ 186,048.00
Architects’ Construction Administration Services	\$ 30,000.00
<u>Additional 15% Cost Multiplier, Bonding &amp; Insurance Costs</u>	<u>\$ 9,088.00</u>
Total Value Change Order #1	\$ 225,136.00

SUMMARY OF THE CHANGE

CO #1, in the total lump sum value of \$225,136.00, will provide the additional funds required for the differential in cost between the original NTE cost allocated for construction and the actual finalized, negotiated and agreed to construction cost required to effect the roof replacement work and drainage improvements.

All documents supporting this change order have been reviewed by the associated NJSDA Project Team for adherence to current NJSDA policy and procedures. All reviewing NJSDA staff members, including Financial Operations, have determined that the items included in the change order are justified and that the amount is reasonable and appropriate.

CALCULATIONS

a. Original Contract Amount	\$ 1,172,180.00
b. Change Orders to Date (excluding proposed change order)	\$ 0.00
c. Proposed Change Order Amount	\$ 225,136.00
d. Total Change Orders to Date including this Change Order (Total of Line (b.) and Line (c.))	\$ 225,136.00
e. Percentage Change to Original Contract (Line (d.) represents a percent of Line (a.))	19.21%
f. Proposed Adjusted Contract Price (Line (a.) plus Line (d.))	\$ 1,397,316.00

FINAL BUDGET

The value of Hall’s contract to address this emergent Project is \$1,397,316.00, inclusive of Change Order #1. As reflected in the attached Project Charter, total Project funding, including design costs, construction costs, contingencies, allowances, NJSDA staff and other costs is estimated at a value in the amount of \$2,269,484.00 (inclusive of district funds from the sale of the former Newark Central HS of \$486,000.00, prior funding of \$1,578,348 in addition to the \$205,136.00 proposed for release from the Program Reserve). Funding for the total Project costs is available within the NJSDA Program Reserve maintained for emergent projects.

REASON FOR RE-ESTABLISHMENT OF CONTRACT VALUE

NJSDA staff have determined that the revised contract value, inclusive of this change order, represents the true value of the work necessary to implement the roof replacement work Project. Therefore, we recommend the adjusted contract value, inclusive of CO #1, is the appropriate baseline for the application of Operating Authority requirements going forward.

If approved, NJSDA management will again seek Board approval should future change orders individually exceed \$250,000.00, or singularly or in the aggregate exceed 10% of the reestablished contract amount of \$1,397,316.00, as set forth above

## RECOMMENDATION

The Members of the Authority are requested to approve the following actions:

1. Change Order (CO) #1 in the lump sum value of \$225,136.00. The processing of this change order will fully fund the work required to complete this emergent project. The additional funds are required as the revised scope of the work exceeded the initial scoping of the project due to existing conditions that were discovered during investigations and design work undertaken by the engaged task order contractor;
2. The Final Revised Project Charter (copy attached) representing the Project budget inclusive of dollar values for the final negotiated construction value, design services, appropriate contingency, allowances, NJSDA staff costs and other costs;
3. The release of \$205,136.00 from the NJSDA Program Reserve maintained for emergent projects; and
4. Reestablishment of the general construction task order contractor's contract value for the purpose of the application of ongoing Operating Authority requirements. The reestablished value for this purpose shall be the revised contract value inclusive of Change Order #1.

Recommended by:

/s/ Joseph Lucarelli

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Joseph Lucarelli, Program Director, Construction Operations

/s/ Gregory Voronov

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Gregory Voronov, Managing Director Planning and Program Operations

Reviewed and Recommended by: Manuel Da Silva, Chief Executive Officer

Reviewed and Recommended by: Donald Guarriello, Vice President and CFO

Reviewed and Recommended by: Janice Venables, Vice President, Corporate Governance

Reviewed and Recommended by: Denise Petraglia, Deputy Program Director, Construction Operations

Prepared and Recommended by: Clay Bramble, Program Officer, Construction Operations

## New Jersey Schools Development Authority Emergent Project Charter - Summary

**Charter Date**

05/01/24

**Region:** Northern  
**District:** Newark  
**School Name:** University High School  
**Project Type:** Emergent  
**DOE # / Project #:** 3570-057-21-0BBN  
**Project Location:** 55 Clinton Place Newark, NJ

**Supersedes**

**Charter Dated**

03/01/23

**Project Budget:** \$ 2,269,484  
**Anticipated Construction NTP Date** August-23  
**Anticipated Final Completion Date** March-24  
**Project Initiation Date:** October-21

**Funding Sources**

- 2011 Emergent Reserve  
 - District Proceeds Sale of  
 Old Central HS

Charter Version and Date		Project Summary
<input checked="" type="checkbox"/> Final	03/01/23	The scope of work for this project includes all necessary design services and construction work. The Project scope includes removal and replacement of approximately 15,250 square feet of low-slope roof with 3-ply cold applied modified bitumen. This requires removal of the roofing system to the existing structural deck, including all flashing and trim, as well as abatement of any hazardous materials necessary to complete the work as required based upon investigation during design.
Revision # and Date		
<input checked="" type="checkbox"/> One	05/01/24	
<input type="checkbox"/> Two		
<input type="checkbox"/> Three		<b>Purpose for Advancement of Emergent Charter</b>
		To establish the revised final budget for the project inclusive of dollar values for the final negotiated value for construction, appropriate contingency, allowances, NJSDA staff costs, and estimated other costs.

**Recommendation**

/s/ Joseph Lucarelli		May 1, 2024		/s/ Gregory Voronov		May 1, 2024
Program Director - Project		Date		Managing Director - Program Operations		Date
Joseph Lucarelli				Gregory Voronov		
		Date		VP - Program Ops and Strategic Planning		Date
				Vacant		

**Approval**

(If Project Budget is greater than \$500,000 Attach Board Memo and Minutes indicating authorization of funding)

/s/ Mauel Da Silva			May 1, 2024
Chief Executive Officer			Date
Manuel Da Silva			

## New Jersey Schools Development Authority Emergent Project Charter Project Budget

<b>District / Project Name:</b>	Newark/University High School
<b>DOE # / Project #:</b>	3570-057-21-0BBN
<b>Charter Date:</b>	05/01/24

**Special Considerations:**

The project budget is based upon the final negotiated value of the Contract for General Construction Services. Other Costs for projects range from 2% to 5% of Building Costs, with such costs for Emergent Projects budgeted at 5%. These costs are inclusive of projected DCA fees for permits and anticipated inspections. 3 allowances totaling \$35,000 have been established - 1. Hazardous Material Sampling and Testing: \$15,000 2. Additional Investigative and Design Activities: \$15,000 3. Photocopying, Printing Shipping: \$5,000

**Project Budget:**

<b>GC Task Order with Design Costs</b>	
Design & Construction Costs	\$1,362,316
Allowances	\$35,000
Construction Contingency	\$300,000
<b>Total Construction Costs</b>	<b>\$1,697,316</b>
<b>Other Costs:</b>	
CM Services	\$244,800
Project Management (SDA Staff)	\$210,000
Other Costs	\$70,000
<b>Total Other Costs</b>	<b>\$524,800</b>
<b>PreDevelopment &amp; Environmental Costs:</b>	
PreDevelopment	\$47,368
Environmental/Remediation	\$0
<b>Total PreDevelopment &amp; Environmental Costs</b>	<b>\$47,368</b>
<b>Total Project Budget</b>	<b>\$2,269,484</b>
<b>2011 Emergent Reserve Impact</b>	
District Funds - Sale Proceeds Old Central HS	\$486,000
Prior Approved Funding	\$1,578,348
Current Funding Requested	\$205,136



## ***Resolution 5a.***

Hall Building Corp., Change Order No. 1, Approval of the Revised Final Project Charter, Release of Funds from Program Reserve, Re-establishment of Contract Value, Newark Public Schools District, University High School, EP-0126-C01 - Emergent Project

### **Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) provides that an emergent change order (CO) that singularly exceeds \$250,000 or singularly or in the aggregate is greater than 10% of the contract value as well as final project charters requires approval by the Members of the Authority; and

**WHEREAS**, the Operating Authority further requires that the Members of the Authority authorize and approve the release of funds from the Program Reserve for emergent projects or emergency situations exceeding \$500,000; and

**WHEREAS**, the Operating Authority further requires Board approval for the award of construction contracts greater than \$500,000 as well as final project charters; and

**WHEREAS**, the Newark University High School (School) built in 1957, is an approximately 149,000 square foot facility in the Newark Public Schools District educating approximately 464 students in grades 7 through 12; and

**WHEREAS**, as a result of a statewide effort by the Department of Education and SDA to identify and evaluate potential emergent projects, the School's emergent roof deficiencies were identified as a project that qualified for advancement; and

**WHEREAS**, the SDA advanced this project by way of rotational assignment through the utilization of the SDA's General Construction Services Task Order Contract (GCTO) with Design which requires the General Contractor to engage the services of a Design Consultant to complete needed Design Services; and

**WHEREAS**, on March 1, 2023, Hall Building Corporation (Hall) was issued a notice of award for GCTO with Design to address the emergent conditions related to roof replacement, and was issued a notice-to-proceed on May 10, 2023 for the Design phase; and

**WHEREAS**, the scope of work for this engagement includes all necessary design services and construction work, and removal of the roofing system to the existing structural deck, including all flashing and trim, as well as abatement of any hazardous materials necessary to complete the work as required based upon investigation during design; and

**WHEREAS**, SDA staff will provide Construction Management oversight for the design phase of the project and has contracted with Anser Advisory for Construction Management Services for the construction phase; and

**WHEREAS**, the existing roof structure and configuration would not allow for the SDA standard roof installation of drainage due to the configuration of the existing structure, and the architect was required to find an alternative roof design from the SDA Standard; and

**WHEREAS**, the design team researched and found a roof that was acceptable to the SDA Design Studio, which adds a new roof drain to the roof area, impacting an area of the structure that has asbestos containing materials (ACM); and

**WHEREAS**, Hall contacted several subcontractors for cost estimates and developed the final cost for all of the work including the abatement of the ACM materials; and

**WHEREAS**, the original award for this engagement was based upon Hall's review of the Request for Proposal scope documents presented at the time of bid by the SDA, and based upon Hall's development of the design, revised schedule for construction and the refinement of scope, along with the expected timing of material delivery, the contract amount originally allocated for the Project is determined to be insufficient; and

**WHEREAS**, CO No. 1, in the total lump sum amount of \$225,136, is required to provide the amount equal to the differential in cost between the original contract amount allocated for construction and the actual finalized, negotiated and agreed to construction cost required to effect the roof replacement work and drainage improvements; and

**WHEREAS**, it is further necessary to release the sum of \$205,136 from the SDA Program Reserve for emergent projects; and

**WHEREAS**, if approved, the proposed adjusted contract price for Hall to address the Project, inclusive of CO No. 1, will total \$1,397,316; and

**WHEREAS**, the contract amount for Hall inclusive of CO No. 1, and the design costs, construction costs, contingencies, allowances, SDA staff and other costs is estimated at a value in the amount of \$2,269,484 (inclusive of district funds from the sale of the former Newark Central HS of \$486,000, prior funding of \$1,578,348 in addition to the \$205,136 proposed for release from the Program Reserve); and

**WHEREAS**, it is also now necessary to revise the Project's final charter and provide the increased funding necessary to ensure that sufficient funds exist to support completion of the Emergent Project; and

**WHEREAS**, the reason for the change, a summary of the change and reason for the reestablishment of the contract value are set forth in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, all documents supporting this change order have been reviewed by the associated SDA project team for adherence to current SDA policy and procedures, and SDA staff members, including financial operations, have determined that the items included in the change order are justified and that the amount is reasonable and appropriate.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the issuance of Change Order No. 1 in the lump sum value of \$225,136 to provide the construction services required for the roof replacement for the University High School Emergent Project in the Newark Public Schools District.

**BE IT FURTHER RESOLVED**, that the Members of the Authority approve the Project's revised final charter representing the project budget inclusive of the final negotiated construction value, design services, appropriate contingency, allowances, SDA staff costs and other costs and prior allocation of funds to complete the Project moving forward.

**BE IT FURTHER RESOLVED**, that the Members of the Authority approve the release of \$205,136 from the SDA Program Reserve maintained for Emergent Projects; and

**BE IT FURTHER RESOLVED**, that the Members of the Authority authorize the reestablishment of the Project's general construction task order contractor's contract value for purposes of the application of ongoing Operating Authority requirements consistent with the memorandum presented to the Board on this date and incorporated herein.

**BE IT FURTHER RESOLVED**, that these four related actions are necessary and appropriate to address and facilitate advancement of the Project.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately, but no action authorized herein shall have force and effect until 10 days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the Authority meeting at which this resolution was adopted has been delivered to the Governor for his approval, unless during such 10 day period, the Governor shall approve same, in which case such action shall become effective upon such approval.

**Attached:** Memorandum, — Change Order No. 1, Approval of Revised Final Project Charter, Release of Funds from Program Reserve for Emergent Projects and Re-establishment of Contract Value, Newark Public Schools District - University High School, EP-0126-C01 - Emergent Project, dated, May 1, 2024

**Dated:** May 1, 2024

**REPORT AND RECOMMENDATIONS OF THE REAL ESTATE  
COMMITTEE (CHAIRMAN'S REPORT)**

**Approval of Awards - Term Contracts for Real Estate Appraisal Services**



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**MEMORANDUM**

**TO:** Members of the Authority

**FROM:** Sean Murphy  
Managing Director, Procurement

John Hamilton  
Senior Program Officer, Capital Planning and Program Operations

**DATE:** May 1, 2024

**RE:** Description: Real Estate Appraisal Services  
Package No.: GP-0296-R01  
Fee: \$1,100,000 (aggregate Not-to-Exceed amount)

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**INTRODUCTION**

The NJSDA utilizes the services of real estate appraisers in connection with land acquisition activities. Such services also will be required in connection with the divestiture of land that may be deemed surplus by NJSDA. NJSDA Management is seeking to enter into term contracts with twenty-two (22) real estate appraisal firms.

The NJSDA's engagement of appraisers is governed by the rules set forth at N.J.A.C. 19:38C-9.1 et seq. These rules provide for the NJSDA to establish and maintain a master list of appraisers (the "Master List"). According to the procedures set forth at N.J.A.C. 19:38C-9.2, the Master List shall be created from both the list of appraisers maintained by the New Jersey Department of Transportation and the list of appraisers previously engaged by the NJSDA. Firms may request to be included on the Master List by submitting a statement of qualifications, which evaluation by NJSDA staff will determine if a firm possesses the relevant experience and qualifications to successfully perform the required appraisal services. Pursuant to N.J.A.C. 19:38C-9.4, the NJSDA is required to extend an offer to contract with all firms on the Master List. Additionally, the term contract shall not exceed three (3) years and is subject to a fixed schedule of hourly rates and schedule of lump sum fees, as appropriate, with the contract value over the term subject to a predetermined stated ceiling.

**TERM CONTRACTS**

The NJSDA most recently procured real estate appraisal services in 2021. Since the current real estate appraisal services contracts will expire in September 2024, NJSDA Management is seeking to establish a new pool of firms with relevant experience and qualifications to successfully perform the required appraisal services. Accordingly, the Members of the Authority are requested to approve the award of term contracts to twenty-two (22) real estate appraisal firms. Specific work assignments under the contracts will be made by way of "task order" on an as needed basis. The term of these contracts is three (3) years. For any assignment(s) accepted during the three-year contract term, the firm(s) will be allowed to complete the particular assignment(s), even if extending beyond the contract term. Each engaged firm must agree to provide services in accordance with a fixed schedule of hourly rates and schedule of lump sum fees, as appropriate, developed by the NJSDA (see Appendices C and D of the term contract attached to this memorandum). These hourly rates and lump sum fees are the same as those utilized for the 2021 appraisal

services contracts. Each of the twenty-two (22) contracts will individually have a not-to-exceed amount of \$50,000.

It is within the NJSDA’s discretion to issue any number of task orders to an appraiser during the term of the contract. Task orders will be awarded pursuant to rotational assignment to pool members with consideration given to the firms’: (1) licensing status; (2) professional designations; (3) previous experience on similar projects; (4) geographic proximity to the school facilities project or projects; (5) present capacity of the firm to complete the required services; and (6) to the extent practicable, equitable allocation of task order assignments among all appraisers engaged by the NJSDA under the term contracts.

**PROCUREMENT PROCESS**

This solicitation was advertised beginning on March 6, 2024 on the NJSDA website, the NJ State website, and in selected newspapers for eligible firms to participate in the procurement process. In addition, as provided for by N.J.A.C. 19:38C-9.4, the NJSDA issued term contract offer packages to all eighty-nine (89) firms on the Master List. The twenty-two (22) firms listed in Table 1 below have submitted the required documentation to enter into a term contract with the NJSDA for real estate appraisal services:

**TABLE 1**

<b>Firm</b>	<b>Comments</b>
Ard Appraisal Co.	Included on the Master List.
BBG, Inc. (currently registered to conduct business in the State of New Jersey as BBG Valuation Inc. d/b/a BBG Valuation)	Added to the Master List after NJSDA staff review of Statement of Qualifications.
Bencivengo Appraisal Services, LLC	Included on the Master List.
Bettina Sholk Real Estate Appraisal	Included on the Master List.
Helix Real Estate, LLC	Included on the Master List.
J. McHale & Associates, Inc.	Included on the Master List.
Lasser Sussman Associates, LLC	Included on the Master List.
Miller-Rinaldi & Associates, Inc.	Included on the Master List.
Molinari & Associates, P.C.	Included on the Master List.
Moore Appraisal Group, Inc.	Included on the Master List.
Nationwide Consulting Company, Inc.	Included on the Master List.
New Jersey Realty Advisory Group, LLC	Included on the Master List.
Newmark Valuation & Advisory, LLC	Included on the Master List.
Otteau Group, Inc.	Included on the Master List.
Ronald A. Curini Appraisal Company, Inc.	Included on the Master List.
RU Appraisals, LLC	Included on the Master List.
Sockler Realty Services Group, Inc.	Included on the Master List.
Stanley Jay Appraisal Associates, LLC	Included on the Master List.
Taurus Allied Partners, Inc. dba Integra Realty Resources - Coastal NJ	Included on the Master List.
The Oxford Group Appraisal and Consultation, Inc.	Included on the Master List.
Tony Kamand Realty, LLC	Included on the Master List.
Wade Appraisal, LLC	Included on the Master List.

Approval of Awards  
Package No. GP-0296-R01  
Real Estate Appraisal Services  
May 1, 2024  
Page 3 of 6

### RECOMMENDATION

The Members of the Authority are requested to approve the NJSDA contracting with the twenty-two (22) real estate appraisal firms listed in Table 1 at the hourly rates and lump sum fees, as appropriate, set forth in Appendices C and D of the term contract which are attached to this memorandum. Each firm would enter into a contract for a not-to-exceed amount of \$50,000 during the three-year term. Prior to execution of each contract, the contract and related documentation will be reviewed and approved by the NJSDA Division of Chief Counsel.

/s/ Sean Murphy  
Sean Murphy  
Managing Director, Procurement

/s/ John Hamilton  
John Hamilton  
Senior Program Officer, Capital Planning and Program Operations

Reviewed and Recommended by: Manuel Da Silva, Chief Executive Officer  
Reviewed and Recommended by: Donald Guarriello, Vice President and Chief Financial Officer  
Reviewed and Recommended by: Janice Venables, Vice President, Corporate Governance  
Reviewed and Recommended by: Gregory Voronov, Managing Director, Planning & Program Operations



**APPENDIX C**

**SCHEDULE OF FEES**

**C.1 In General.** This Schedule of Fees shall apply to all Services related to an Appraisal Report, including submission of the Appraisal Report. Categories are by type of use of the Property, and, for commercial structures, by total square feet of interior space associated with that use (including space for supporting utilities, maintenance, storage, office, etc.). The fee is for an Appraisal Report that covers all such space and all vacant land and parking space on the same Property. Normally a “property” is one tax lot, or a combination of tax lots which are under common ownership and which are occupied by the same use; from time to time an Appraisal Order may define a Property as consisting of only a portion of one or more tax lots.

**LUMP SUM FEE PER PROPERTY TYPE AND TYPE OF APPRAISAL ORDER**

	<b>Appraisal Report</b>	<b>Restricted Use</b>	<b>Review</b>
<b><u>A. Residential</u></b>			
Vacant Land (1-2 Lots)	\$1,000	\$500	\$300
Single Family Dwelling	\$1,500	\$1,000	\$500
2-4 Family Dwelling	\$2,000	\$1,500	\$750
5-10 Family Dwelling	\$3,000	\$2,000	\$750
<b><u>B. Commercial/Industrial</u></b>			
<b>Vacant Land</b>			
Up to 20,000 SF	\$2,000	\$1,000	\$300
20,000-50,000 SF	\$3,000	\$1,500	\$500
<b>Improved Commercial/Industrial</b>			
1-4 units ≤ 25,000 SF	\$5,000	\$3,000	\$750
Larger/Complex Properties	Negotiable	Negotiable	Negotiable

**C.2 Fee Negotiation for Other Categories; Expedited Delivery; Volume Discount.** For all categories of property not listed above, Appraisal Report fees shall be negotiated. Fees may also be negotiated in the event expedited delivery is required or if the property in question has unique features or represents a complex assignment. Where the number of Properties addressed in an Appraisal Order exceeds 10, the NJSDA reserves the right to require a volume discount off any

applicable charges in the Schedule of Fees, with the percentage of any such discount subject to good faith negotiation by and between the NJSDA and the Appraiser.

- C.3 Mixed-Use Properties.** If more than one of the uses listed in E.1 occupies the same Property, the Appraiser shall provide an Appraisal Report for the property at a fee not to exceed the sum of the above fees for the individual uses.
- C.4 Uses Not Specified.** Notwithstanding E.3, In the event any of the Properties contains any use not listed above, or if the NJSDA and the Appraiser cannot agree as to which fee category applies, then the NJSDA may negotiate a new fee with the Appraiser for an Appraisal Report for the property.
- C.5 Change of Use.** If the Appraiser determines that the highest and best use of a Property is other than its existing use, or otherwise bases its valuation of a property on a use other than the property's existing use, then the fee for the Appraisal Report shall be the fee for such other use, if such is included on the Schedule of Fees, and otherwise it shall be negotiated.
- C.6 Partial Acquisitions.** The fees set forth in the Schedule of Fees shall apply to all Properties, even if the Property defined in the Appraisal Order includes only a portion of one or more tax lots and/or the acquisition of the Property would result in damaging the property owner's use of the remainder of his property. In any such case of a "partial" acquisition, if the Appraiser asserts that the fee for the Appraisal Report should be greater than provided in the Schedule of Fees, then the Appraiser must submit a request for a new price to the Program Manager within 10 Days of the issuance of the Appraisal Order, otherwise the Schedule of Fees shall be deemed to apply. In requesting such a new fee, the Appraiser must satisfy the NJSDA that significantly more work is necessary to value the property than was contemplated in the establishment of the Schedule of Fees. If the NJSDA agrees to the request, then the NJSDA shall negotiate a new fee with the Appraiser.
- C.7 Loaded Fees.** Fees shall include all overhead and expenses. The NJSDA shall not accept billings for mileage, travel time and expenses, meals, lodging, accommodations, equipment rental, postage, copying, or other expenses.
- C.8 Trial Exhibits.** Production or reproduction costs for large scale exhibits or other materials intended for use as evidence at a condemnation trial prepared by the Appraiser at NJSDA's request are eligible reimbursable items at cost with no administrative overhead or markup to be added by the Appraiser.

**APPENDIX D**

**SCHEDULE OF HOURLY RATES**

**D.1 Hourly Rates**

<b><u>TITLE</u></b>	<b><u>HOURLY RATE</u></b>
Principal	\$200.00
Associate	\$150.00

**D.2 Loaded Rates.** Hourly Rates shall include all overhead and expenses. The NJSDA shall not accept billings for mileage, travel time and expenses, meals, lodging, accommodations, equipment rental, postage, copying, or other expenses.

**D.3 Key Team Members and Other Personnel.** In the List of Key Team Members below, the Appraiser's Key Team Members and Other Personnel (if any) shall be identified. **The Appraiser shall have provided the information below at the time of its execution of the Term Contract.** Changes to the information shall be permitted only as set forth in Section 2 of the Term Contract.

***Resolution—6a.***

Approval of  
Package No. GP-0296-R01  
Term Contracts for Real Estate Appraisal Services

**Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) requires that the Members of the Authority approve the award of task order contracts for consultants and/or contractors; and

**WHEREAS**, SDA utilizes the services of real estate appraisers in connection with land acquisition activities and the divestiture of SDA-owned land that is deemed surplus; and

**WHEREAS**, the SDA's most recently procured real estate appraisal services contracts were awarded in 2021; and

**WHEREAS**, since the Authority's prior real estate appraisal services contracts shall expire in September 2024, the Authority is proposing to establish a new pool of twenty-two (22) real estate appraisal firms with relevant experience and qualifications to successfully perform the required appraisal services; and

**WHEREAS**, as fully described in the memorandum presented to the Board on this date and incorporated herein, the Authority's engagement of appraisers is governed by the rules set forth at N.J.A.C. 19:38C-9.1 et seq.; and

**WHEREAS**, these rules require that SDA establish and maintain a master list of appraisers (the Master List); and

**WHEREAS**, SDA also is required to extend an offer to contract with all firms on the Master List for a term agreement not-to-exceed three (3) years and is subject to a fixed schedule of hourly rates and schedule of lump sum fees, as appropriate, with the contract value over the term subject to a predetermined stated ceiling; and

**WHEREAS**, specific work assignments under the contracts would be made by way of "task order" on an as needed basis; and

**WHEREAS**, the terms of these contracts would be 3 years and each of the contracts with the 22 real estate appraisal firms listed in Table 1 of the memorandum would be at the hourly rate and lump sum fee levels as set forth in the appendices C and D of the term contracts that individually have a not-to-exceed amount of \$50,000; and

**WHEREAS**, the terms of the agreements to be awarded, the details of the procurement process employed and the methodology to be followed in award of the task orders are comprehensively set forth in the memorandum and appendices presented to the Board on this date and incorporated herein; and

**WHEREAS**, prior to execution of each contract, the contract and related documentation will be reviewed and approved by the SDA Division of Chief Counsel.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize the SDA to contract with the 22 real estate appraisal firms listed in Table 1 of the memorandum presented to the Board on this date at the hourly rates and lump sum fee amounts, as appropriate, set forth in the attached Appendices C and D of the term contract.

**BE IT FURTHER RESOLVED**, that each of the 22 firms shall enter into a contract for a not-to-exceed amount of \$50,000 during the three-year term.

**BE IT FURTHER RESOLVED**, that prior to execution of each contract, the contract and related documentation shall be reviewed and approved by the SDA Division of Chief Counsel.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately, but no action authorized herein shall have force and effect until 10 days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the Authority meeting at which this resolution was adopted has been delivered to the Governor for his approval, unless during such 10 day period, the Governor shall approve same, in which case such action shall become effective upon such approval.

Attached: Memorandum, Package No. GP-0296-R01, Term Contracts for Real Estate Appraisal Services, dated May 1, 2024

Dated: May 1, 2024

**Request for Real Property Acquisition in Paterson, New Jersey**

**(to be discussed in Executive Session and voted on upon the Board's return to Open Session)**

**Proposed Settlement of Condemnation and Cost Recovery Litigation Relating to the  
Disposition of the Environmental Trust Escrow Held in Connection with the Trenton  
Roebing School Land Acquisition**

**(to be discussed in Executive Session and voted on upon the Board's return to Open Session)**

**MONTHLY REPORTS**  
**(For Informational Purposes)**



## **ACTIVE PROJECTS STATUS REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director

DATE: May 1, 2024

SUBJECT: Active Project Status Report  
(For Informational Purposes Only)

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The 1<sup>st</sup> section of the report includes an Activities Summary of projects identified for advancement in the Authority's Capital Plans.

The 2<sup>nd</sup> part of the report displays project completion milestones for all other active major capital projects and emergent projects for which a contract for construction has been awarded.

**Portfolio Projects Activities Summary**

as of 4/17/24

**2022 Portfolio Projects - sorted by Advancement Status, District**

1						Delivery Method	Advancement Status	School Opening	Comments
District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)				
Newark	Nelson Mandela ES (Existing Building Acq.)	PK-8	338	376	\$20.5	Alternative Delivery	Building Acquisition Complete.	Sep-23	
New Brunswick	Middle School Annex (40 Van Dyke Ave.)	6-8, 9-12	765	859	\$42.0	Alternative Delivery	Building Acquisition Complete.	n/a	Facility acquired in March-2024. Facility also houses the existing P-Tech HS Program.
Bridgeton	HS Addition/Renovation	9-12	326	384	\$49.2	Design-Build	Preliminary Charter approved Nov. 2022 Board.	TBD	
Elizabeth	New ES (Battin Replacement)	PK-8	973	1,068	\$96.2	Design-Build	Preliminary Charter approved Nov. 2022 Board.	TBD	ESP ROA approved Jan.-24 Board.
Garfield	New ES (No. 5 Replacement)	PK-5	767	852	\$80.2	Design-Build	Preliminary Charter approved Nov. 2022 Board.	TBD	ESP ROA approved Nov. 2023 Board.
Paterson	New STEAM & STARS HS	9-12	1,200	1,532	\$160.3	Design-Build	Preliminary Charter approved Jul. 2023 Board.	TBD	
Trenton	ES at Dunn MS	K-6	753	837	\$83.8	Design-Build	Preliminary Charter approved Jul. 2023 Board.	TBD	
Pleasantville	New Decatur Ave ES	PK-5	601	658	\$65.8	Design-Build	Preliminary Charter approved Jan. 2024 Board.	TBD	
Camden	New High School (East Side HS Replacement)	9 - 12	800	941	\$115.1	Design-Build	Planning Charter approved Feb-24 Board.	TBD	Capital Plan included 2 replacement ES projects however District has requested advancement of a replacement HS project instead.
Newark	New High School (University HS Replacement)	9 - 12	920	1,082	\$129.2	Design-Build	Planning Charter approved Feb-24 Board.	TBD	Replacement HS will leverage prior SDA site acquisition and allow existing aged Hawthorne School to occupy existing University HS.
Passaic City	New High School No. 12 Replacement	9-12	2,400	2,823	\$328.1	Design-Build	Planning Charter approved Feb-24 Board.	TBD	
West New York	New Middle School	6 - 8	788	876	\$110.1	Design-Build	Planning Charter approved Mar-24 Board.	TBD	Capital Plan included new PK - 5 school. Identified project will allow 6th grade students to move to MS and alleviate overcrowding in existing elementary schools.
Bridgeton	6-8	6-8	TBD	TBD	TBD	Design-Build	Project phased with advancement of High School Add/Reno project.	TBD	
Bridgeton	PK, 6-8	PK, 6-8	TBD	TBD	TBD	Design-Build	Project phased with advancement of High School Add/Reno project.	TBD	
Jersey City	PK	PK	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing	TBD	
New Brunswick	MS Addition	6 - 8	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing. Note: Need beyond acquisition of Middle School Annex under review with NIDOE.	TBD	
Perth Amboy	K-5	K - 5	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing	TBD	
Salem City	PK-8	PK-8	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing	TBD	
Garfield	PK-5	PK-5	TBD	TBD	TBD	Design-Build	Project phased with advancement of New ES (No. 5 Replacement).	TBD	

**Notes**

PLEASE NOTE - Dates in past are actual.

NOTE # 1 - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable.

For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions.

**Portfolio Projects Activities Summary**

as of 4/17/24

**2012 Portfolio Projects (Active) - sorted by District**

District	Project	1				Delivery Method	Advancement Status	School Occupied	Comments
		Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)				
Orange	Cleveland St. ES	PK-6	316	348	\$51.7	Design-Bid-Build	Award for GC approved Apr. 2023. (Terminal).	Sep-24	Previous GC Terminated for convenience 3/1/22. (B&C)
Perth Amboy	High School	HS	2,800	3,295	\$283.8	Design-Build	Award for D-B approved Nov. 2019 Board. (Terminal)	Sep-24	
Union City	New Grade 7 to 9 School	7-9	827	936	\$93.7	Design-Build	Award for D-B approved Jun. 2022 Board. (Dobco, Inc.)	Sep-25	

**Notes**

- PLEASE NOTE** - Dates in past are actual.  
**NOTE # 1** - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable.  
 For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions.

**Portfolio Projects Activities Summary**

as of 4/17/24

**2012 Portfolio Projects (Completed) - sorted by District**

District	Project	1				Total Estimated Cost (millions)	Delivery Method	Advancement Status	School Occupied	Comments
		Grade Alignment	FES Capacity	Max. Capacity						
Camden	High School	9-12	1,244	1,468	\$132.6	Design-Build	School occupied Sep. 2021. (Bock)	Sep-21		
East Orange	Sheila Y. Oliver Academy (GW Carver ES)	PK-5	470	512	\$41.2	Design-Build	School occupied Sep. 2020. (Dobco)	Sep-20		
Elizabeth	New ES @ Halloran PS #22 ES Site	2-8	860	956	\$55.3	Design-Build	School occupied Sep. 2017. (Torcon)	Sep-17		
Garfield	James Madison ES	K-5	275	305	\$29.7	Design-Bid-Build	School occupied Sep. 2018. (Brockwell & Carrington)	Sep-18		
Gloucester City	Elementary/Middle School	4-8	687	763	\$65.3	Design-Build	School occupied Sep. 2017. (Terminal)	Sep-17		
Harrison	New ES	PK - 1	392	432	\$36.1	Design-Build	School delivered Nov. 2020. (Bock)	Nov-20		
Irvington	Madison Avenue ES	PK-5	463	504	\$38.6	Design-Build	School occupied Sep. 2019. (Bock)	Sep-19		
Keansburg	Caruso ES	K-4	758	842	\$50.9	Design-Build	School occupied Sep. 2016. (Hall Construction)	Sep-16		
Keansburg	Port Monmouth Road School	PK	318	318	\$28.4	Design-Bid-Build	School occupied Sep. 2023 (Niram)	Sep-23		
Millville	Senior HS Addition/Renovation	HS	2,026	2,384	\$149.2	Design-Build	School occupied Sep. 2023 (Hall Construction)	May-23		
New Brunswick	Robeson ES	PK-5	823	893	\$48.5	Design-Build	School occupied Sep. 2018. (Hall Construction)	Sep-18		
Newark	Elliot Street ES	PK-8	848	932	\$46.7	Design-Build	School occupied Jan. 2016. (Hall Construction)	Jan-16		
Newark	South Street ES	PK-8	597	657	\$69.9	Design-Build	School occupied Sep. 2018. (Bock)	Sep-18		
Orange	High School	9-12	1,440	1,694	\$59.8	Design-Bid-Build	School occupied Sep. 2023. (Terminal)	Sep-23		
Passaic	Dayton Ave. Campus	PK-8	2,760	3,020	\$240.9	Design-Build	Sub. Comp. achieved Nov. 2021. (Terminal)	Nov-21		
Passaic	Sonia Sotomayor ES (New ES @ Leonard Place)	K-5	628	698	\$55.9	Design-Build	School occupied Sep. 2019. (Dobco, Inc.)	May-19		
Paterson	Joseph A. Taub MS (New MS @ Union Ave.)	6-8	996	1,107	\$113.9	Design-Build	School Delivered 1 QTR 2022. (Epic Management)	1 QTR 22		
Pemberton	Denbo-Crichton ES	K-5	846	930	\$58.7	Design-Build	School occupied Sep. 2020. (Bock)	Sep-20		
Perth Amboy	Rose M. Lopez ES (Seaman Avenue ES)	K-5	724	804	\$56.4	Design-Build	School occupied Sep. 2019. (Epic Management)	Sep-19		
Phillipsburg	High School	9-12	1,846	2,172	\$127.5	Design-Bid-Build	School occupied Sep. 2016. (Epic Management)	Sep-16		
Plainfield	New Woodland ES	K-5	756	840	\$59.4	Design-Build	School occupied Sep. 2023. (Epic Management)	Sep-23		
Trenton	Central HS	10-12	1,850	2,176	\$155.4	Design-Build	School occupied Sep. 2019. (Terminal)	Sep-19		
Vineland	Lincoln Ave. MS (New MS)	6-8	562	624	\$49.8	Design-Build	School occupied Sep. 2018. (Bock)	Sep-18		
West New York	Memorial HS	9-12	1,859	2,194	\$16.0	Alternative Delivery	Acquisition of Existing St. Joseph's HS complete.	n/a	Renovation work delegated to District via Grant.	

**Notes**

PLEASE NOTE - Dates in past are actual.

NOTE # 1 - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable.

For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions.

**Portfolio Projects Activities Summary**

as of 4/17/24

**2011 Portfolio Projects (Completed) - sorted by District**

District	Project	1				Delivery Method	Advancement Status	School Occupied	Comments
		Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)				
Bridgeton	Buckshutem ES	K-8	581	645	\$23.3	Design-Build	School occupied Sep. 2016. (Bock)	Sep-16	
Bridgeton	Quarter Mile Lane ES	PK-8	731	795	\$39.0	Design-Build	School occupied Sep. 2017. (Bock)	Sep-17	
Elizabeth	Frank J. Cicarell Academy (Academic HS)	9-12	1,091	1,284	\$64.1	Design-Bid-Build	School occupied Sep. 2016. (Patock)	Sep-16	
Jersey City	Patricia M. Noonan ES (ES 3)	PK-5	778	848	\$54.0	Design-Build	School occupied Sep. 2017. (Dobco, Inc.)	Sep-17	
Jersey City	Dr. Maya Angelou PS #20	K-5	628	698	\$49.3	Design-Bid-Build	School occupied Sep. 2016. (Dobco, Inc.)	Sep-16	
Long Branch	Catrambone ES	PK-5	794	867	\$40.0	Design-Bid-Build	School occupied Sep. 2014. (Terminal Construction)	Sep-14	
New Brunswick	Redshaw ES	PK-5	906	990	\$51.2	Design-Build	School occupied Jan. 2015. (Hall Construction)	Jan-15	
Newark	Oliver St. ES	PK-8	848	932	\$73.6	Design-Build	School occupied May 2016. (Epic Management)	May-16	
Paterson	Dr. Hani Awadallah ES (Marshall St. ES)	K-8	650	722	\$55.2	Design-Bid-Build	School occupied Sep. 2016. (Dobco, Inc.)	Sep-16	
Paterson	PS 16	PK-8	641	705	\$62.4	Design-Build	School occupied Sep. 2016. (Hall Construction)	Sep-16	
West New York	Harry L. Bain PS 6	PK-6	736	814	\$16.8	Design-Bid-Build	School occupied Sep. 2017. (Paul Otto)	Aug-17	

**Notes**

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NOTE # 1 - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable.

For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions.



## Active Project Status Report Status as of 4/1/2024

### Major Capital Projects - With Contract for Building Construction Awarded

#	District	Project Name	Project Scope	Project Status	Substantial Completion	Status Substantial Completion	School Opening	Status of School Opening	Total Estimated Project Cost
1	City of Orange	Cleveland Street ES	Addition/Renovation	Construction	2Q 2024	On-target	Sep-24	On-target	\$ 51,682,267
2	Perth Amboy	New High School	New Construction	Construction	2Q 2024	On-target	Sep-24	On-target	\$ 283,830,000
3	Union City	New Grade 7 to 9 School	New Construction	Design-Build Construction	3Q 2025	On-target	Sep-25	On-target	\$ 93,696,300

## Active Project Status Report Status as of 4/1/2024

### Emergent Projects - With Contract for Construction Awarded

#	District	Project Name	Project Scope	Project Phase	Substantial Completion	Status Substantial Completion	Final Completion	Status of Final Completion	Total Estimated Project Cost
1	Burlington City	Samuel Smith ES	Windows Repair/Replacement Partial Roof Replacement	Construction	2Q 2024	On Target	3Q 2024	On-Target	\$ 3,920,500
2	Camden City	Veteran's Memorial School	Exterior Masonry, Windows, Roofing & Site Work	Construction	3Q 2024	On Target	4Q 2024	On-Target	\$ 6,588,900
3	East Orange	Fresh Start Academy	Building Envelope Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 3,909,963
4	Irvington	Grove Street School	Boiler Replacement	Construction	2Q 2024	On Target	3Q 2024	On-Target	\$ 3,968,782
5	Newark	Branch Brook School	Building Envelope Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 321,635
6	Newark	Cleveland School	Boiler Room Vault Repairs	Construction	2Q 2024	On Target	3Q 2024	On-Target	\$ 1,664,389
7	Newark	Salome Urena School	Exterior Masonry Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 342,938
8	Newark	Technology High School	Structural Vault Repairs and Façade Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 2,867,680
9	Newark	University High School	Building Envelope Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 1,819,548
10	Paterson	PS #5	Roof Replacement & Masonry Repairs	Complete	1Q 2023	Achieved	1Q 2024	Achieved	\$ 10,968,112
11	Trenton	Franklin ES	Exterior Structural Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 476,424
12	Union City	Emerson Middle School	Roof, Masonry & Stucco Repairs	Construction	2Q 2024	On Target	3Q 2024	On-Target	\$ 3,999,273
13	Union City	Union Hill Middle School	Roof, Masonry, Stucco & Chimney Repairs	Construction	2Q 2024	On Target	3Q 2024	On-Target	\$ 4,685,783



## **PROJECT STATUS REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director – Planning and Program Operations

DATE: May 1, 2024

SUBJECT: Executive Summary – Monthly Project Status Reports

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**MONTHLY PROJECT STATUS REPORT**

**Projects that have Expended 75% or More of Board Approved Contingency:**

No activity during the reporting period

**Projects Greater than 90 Days Behind Schedule:**

No activity during the reporting period

**Revisions to Project Charters:**

Revised Final Project Charter for the Union City Union Hill MS emergent building envelope repair project.

## Projects that have Expended 75% or More of Board Approved Contingency

Reporting Period: January 2008 to March 2024

District	Project	Board Approved Project Charter Contingency	Contingency Expended/Committed	Contingency Remaining <sup>1</sup>	% of Contingency Expended/Committed	Project Completion %	Cause(s)	Current Status
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### In Construction

No Activity To Report for Projects Active in Construction
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### Substantially Complete & Building Occupied

Please refer to the Project Close-Out Activity Report for status of close-out activities

Millville	Millville Senior HS - Addition & Renovation	\$14,700,000	\$10,074,875	\$4,625,125	68.5%	99%	Board approved additional building condition repair work and flood hazard area mitigation work added to the project.	Revised Final Project Charter approved by the Board in August 2023 to allocate additional contingency to the project from the Unforeseen Events Reserve. Change Order work to address HVAC issues remains to be completed.
Orange	Orange HS - Addition & Renovation	\$10,300,000	\$8,111,783	\$2,188,217	78.8%	99%	Unforeseen conditions related to the site and renovation portions of the project and connection of the HS to the Orange Preparatory Academy.	Revised Final Project Charter approved by the Board to allocate additional contingency to the project from the Unforeseen Events Reserve. Change Order work related to green house construction remains to be completed.

<sup>1</sup> Does not include expended contingency or contingency funds allocated for change orders, amendments



## Projects Greater than 90 Days Behind Schedule or with Occupancy Date in Jeopardy

Reporting Period: March 2024

#	Event Date	District	Project	Board Approved Project Charter SubComp Date	Current Contract SubComp Date	Forecasted Contract SubComp Date	# of Days Behind Schedule	Cause(s)	Current Status
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No Activity During the Reporting Period



## Revisions to Project Charters

Reporting Period: March 2024

#	District	Project	Financial & Schedule Impacts	Additional Funds Approved	Additional Funds as % of Total Project Budget	Operating Authority Approval Requirement	Description of Revision
1	Union City	Union Hill	Release of Funds from Emergent Rerserve	\$ 1,178,681	33.61%	Board Approval	Establishment of the revised final budget for the project inclusive of dollar values for the final negotiated construction costs, appropriate contingency, allowances, NJSDA staff costs, and estimated other costs.

**CONTRACTS EXECUTED REPORT/AMENDMENTS & CHANGE ORDERS REPORT**



MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: May 1, 2024

SUBJECT: Contracts Executed Report and Amendments & Change Orders Report  
(For Informational Purposes Only)

**Contracts Executed Report**

This report contains the activity of Contracts executed during the period March 1, 2024 through March 31, 2024.

**Noteworthy Items during the reporting period:**

- No activity during the reporting period.

**Amendments & Change Orders Report**

This report contains the activity of Amendments and Change Orders executed during the March 1, 2024 through March 31, 2024.

**Noteworthy Items during the reporting period:**

- 1 Professional Services Amendment was executed during the reporting period totaling \$50k, none of the executed amendments required Board approval.
- 9 Construction Services Change Orders were executed during the reporting period totaling \$325k, 2 of the executed change orders required Board approval totaling \$455k.

**Report of change orders less than \$10,000 yet requiring Board Approval**

In accordance with the Operating Authority adopted by the Members on December 1, 2010 as amended on March 7, 2012, the Members are to be provided a report of any change order which received delegated approval by the CEO due to the fact that they are valued at less than \$10,000 yet require Board approval due the total change orders exceeding 10% of the contract value.

- No Activity to Report

## Amendments & Change Orders Report

Reporting Period: 3/1/2024 through: 3/31/2024

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %
<b>Professional Services</b>													
<b>Design Consultant</b>													
Keansburg Borough	Port Monmouth Road School	ET-0098-A01	3/9/2016	13	Lan Associates, Engineering, Planning, A	3/14/2024	\$2,047,296	\$246,488	\$50,000			\$2,343,784	14.48%
<b>Professional Services</b>									<b>\$50,000</b>				
<b>Construction Services</b>													
<b>Contractor</b>													
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	268	Terminal Construction Corp.	3/11/2024	\$37,000,000	\$8,111,783	\$55,720			\$45,167,503	22.07%
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	269	Terminal Construction Corp.	3/21/2024	\$37,000,000	\$8,167,503	\$21,452			\$45,188,956	22.13%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	64	Niram Inc.	3/28/2024	\$18,645,000	\$1,585,325	\$8,972			\$20,239,298	8.55%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	77	Niram Inc.	3/28/2024	\$18,645,000	\$1,594,298	\$3,843			\$20,243,141	8.57%
Union City (Hudson Co.)	Emerson MS	EP-0121-C01	4/24/2023	1	Delric Construction Co., Inc.	3/13/2024	\$2,046,868	\$0	\$1,156,425	Y	2/7/2024	\$3,203,293	56.49%
Perth Amboy	New Perth Amboy High School	ET-0099-B01	1/6/2020	20	Terminal Construction Corp.	3/11/2024	\$247,950,000	\$597,691	(\$701,359)	Y	2/7/2024	\$247,846,332	-0.04%
Perth Amboy	New Perth Amboy High School	ET-0099-B01	1/6/2020	21	Terminal Construction Corp.	3/11/2024	\$247,950,000	(\$103,669)	(\$148,401)			\$247,697,931	-0.10%
Perth Amboy	New Perth Amboy High School	ET-0099-B01	1/6/2020	24	Terminal Construction Corp.	3/11/2024	\$247,950,000	(\$252,070)	(\$21,829)			\$247,676,102	-0.11%
Perth Amboy	New Perth Amboy High School	ET-0099-B01	1/6/2020	25	Terminal Construction Corp.	3/11/2024	\$247,950,000	(\$273,899)	(\$50,000)			\$247,626,102	-0.13%
<b>Construction Services</b>									<b>\$324,823</b>				
										<b>Total Change Order Summary</b>		<b>Total Change Orders</b>	
										<b>\$374,823</b>		<b>10</b>	
<b>Grand Totals</b>													

**Column Description Legend**

CO Execution Date	Date the Change Order was entered into the SIMS system
Revised Contract Amount	Current value of the contract (excluding additional assignments) including current change order



**CONTRACT TERMINATIONS REPORT** *(no activity)*

**SETTLEMENT CLAIMS** *(no activity)*

## **DIVERSITY AND WORKFORCE PARTICIPATION REPORT**



**MEMORANDUM**

**TO:** Members of the Authority  
**FROM:** J Manuel Castillo, Director – EEO, Affirmative Action & Vendor Services  
**DATE:** May 1, 2024  
**RE:** Diversity and Workforce Participation Monthly Update for February 2024

The EEO, Affirmative Action & Vendor Services Team consistently participates in mandatory pre-bid and pre-construction meetings to inform and provide guidance to vendors regarding SDA’s Small Business Enterprise and Workforce goals, policies and procedures. The guidance provided in such meetings is on, among other things, the following:

- Expectation to delegate 25% of value of contract to NJ Division of Revenue certified Small Business Enterprises (“SBEs”) and efforts to award 3% of contract value to disabled veteran-owned businesses.
- Local county workforce participation goals for minorities and females.
- Post-bid advertisement Subcontractor Approval Process and Certified Payroll Records submission requirement.
- Our Division’s process for monitoring and tracking vendor progress to meet the mentioned goals and requirements, throughout the life cycle of each project.

During these meetings, our Team strongly encourages vendors to identify and hire minority-owned, female-owned and disabled veteran-owned firms, as well as locally based enterprises, for diverse business participation on all school building projects. As each project progresses, our Team provides vendors outreach strategies to support their efforts in reaching the above-mentioned goals.

**SMALL BUSINESS ENTERPRISE ATTAINMENT**

The SDA regularly exceeds the State-mandated 25% SBE participation goal. The total SDA fully-contracted dollars awarded in February 2024 was \$7,046,005. Thus far, the total fully-contracted dollars awarded in 2024 is \$7,046,005. Of that total, \$6,073,425 was awarded to SBEs, including any minority, female and disabled veteran-owned SBEs. This represents an SBE current participation of 86.20% of all NTP-issued SDA contracts awarded in calendar year 2024. SBE participation will increase as prime contractors with 2024-issued contracts hire subcontractors/subconsultants throughout the lifecycle of their construction projects.

**Diversity Breakdown for 2024 thus far**

Type of Business Enterprise	Contract Amount	% of Total SDA Contracts
SBEs	\$ 6,073,425	86.20%
Minority Business Enterprises*	\$ -0-	0.00%
Women Business Enterprises*	\$ -0-	0.00%
Minority/Women-Owned Business Enterprises*	\$ -0-	0.00%
Disabled Veteran-Owned Business Enterprises*	\$ -0-	0.00%
<b>TOTAL DIVERSITY CONTRACTS</b>	<b>\$ 6,073,425</b>	<b>86.20%</b>

\*non-SBE

**WORKFORCE PARTICIPATION**

For the month of February 2024, there was a contractor workforce of 392 on SDA projects. This workforce has amassed in February 2024 a total of 20,958 contractor workforce hours. This is explained in more detail below:

<b>Contractor Workforce Breakdown for February 2024 (All Trades/Districts/Counties)</b>			
<b>Ethnicity</b>	<b>Total Workforce</b>	<b>Total Workforce Hours</b>	<b>Workforce Hours Percentage</b>
Black	28	1,954	9.32%
Hispanic	140	3,967	18.93%
Indigenous American	0	0	0.00%
Asian	2	2	0.15%
<b>Total Minority Participation</b>	<b>170</b>	<b>5,953</b>	<b>28.40%</b>
Total Non-Minority Participation	222	15,005	71.60%
Total Contractor Workforce	392	20,958	100.00%

The collective contractor workforce hours on SDA projects for the period of January 1, 2024 through February 29, 2024 amounted to 46,955. That amount includes 2,175 total female workforce hours.

The following table highlights the *Local County Contractor Workforce* participation for this period:

<b>Local County Contractor Workforce Participation</b>	<b>Workforce Hours</b>	<b>Percentage</b>
*Total Contractor Workforce Hours	46,955	100.00%
<b>*Total Local County Workforce Hours</b>	<b>134</b>	<b>0.29%</b>
<b>Total Local County Non-Minority Workforce Hours</b>	<b>134</b>	<b>0.29%</b>
<b>Total Local County Female Workforce Hours</b>	<b>0</b>	<b>0.00%</b>
<b>Total Local County Minority Workforce Hours</b>	<b>0</b>	<b>0.00%</b>
<b>**Local County Workforce Hours by Race/Ethnicity:</b>		
Black	0	0.00%
Hispanic	0	0.00%
Indigenous American	0	0.00%
Asian	0	0.00%

\*Total contractor workforce and total local county workforce represent all laborers including females.

\*\*Race/Ethnicity breakdown of Total Local County Minority Workforce Hours.

**NOTE:** Hours worked by local county female laborers who are minority are included in the Total Local County Female Workforce Hours above. Therefore, for the purposes of this memorandum, hours worked by female minority laborers **are not** included in the minority breakdown.

The following table represents contractor minority and female workforce for all SDA active Capital Projects and all active and completed Emergent Projects for the period of January 1, 2024 through February 29, 2024.

<b>SDA Managed Project</b>	<b>Total Workforce Hours</b>	<b>Minority Workforce Hours &amp; Percentage</b>		<b>Local County Workforce Hours &amp; Percentage</b>	
Millville HS	876	64	7.31%	0	0.00%
Perth Amboy HS	21,125	5,912	27.99%	0	0.00%
Cleveland St ES	11,496	3,661	31.85%	134	1.17%
Union City MS	10,679	1605	15.03%	0	0.00%
Orange HS	32	32	100.00%	0	0.00%
Emergent Projects	2,747	923	49.35%	0	0.00%

Reviewed and recommended by: Manuel Castillo  
 Prepared by: Charlotte Brooks

**REGULAR OPERATING DISTRICTS (RODs) ACTIVITY REPORT**



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**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Planning and Program Operations

DATE: May 1, 2024

SUBJECT: Regular Operating District Grant Activity Report  
(For Informational Purposes Only)

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This report summarizes the Regular Operating District Grant activity from inception to date and for the month of March 2024. Also included is a detailed list of grants executed and grants offered during the reporting period if applicable.

**Monthly Update:**

- 17 grants impacting 8 Districts were offered during the reporting period representing total project costs of \$36.3 million and state share of \$15.0 million.
- 59 grants impacting 35 Districts were executed during the reporting period representing total project costs of \$94.8 million and state share of \$43.2 million.
- 5 grants impacting 2 Districts were closed out during the reporting period representing total project costs of \$0.9 million and state share of \$0.3 million.
- Since inception, over \$2.96 billion has been disbursed to 523 regular operating districts through the grant program.
- Since inception over \$3.79 billion in funding has been approved by the Department of Education and offered to regular operating districts through the grant program.



Monthly Regular Operating District Grant Report - Summary  
January 2024

ROD Grant Summary Since Program Inception				
	Offered <sup>1</sup>	Executed	Closed-Out	Active
Districts Impacted	220	523	522	74
Number of Grant Projects	578	5,467	5,257	210
Total Project Cost Estimate	\$ 927,468,211	\$ 9,050,679,885	\$ 8,834,242,900	\$ 216,436,985
Grant Amount	\$ 399,092,595	\$ 3,048,781,796	\$ 2,949,043,948	\$ 99,737,848
Amount Disbursed	NA	\$ 2,962,303,313	\$ 2,949,043,948	\$ 13,259,365

Total Funding Offered to School Districts via Grant Program	\$ 3,792,932,288
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Total ROD Grant Funding remaining for new Grant Projects	\$ 34,651,944
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1. Includes grants that have been offered to District's but have not yet been executed.

Monthly Activity ROD Grant Summary		
	Executed	Closed-Out
Districts Impacted	35	2
Number of Grant Projects	59	5
Total Project Cost Estimate	\$ 94,809,469	\$ 917,703
Grant Amount	\$ 43,173,620	\$ 319,788
Amount Disbursed	NA	\$ 319,788

\* Report is inclusive of all Regular Operating Districts grants (including vocational school districts).

\*\* Total Project Cost Estimate and Grant Amount may be adjusted as the projects advance. Grant Amount is capped at the value approved in the DOE Final Eligible Cost Approval.



County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Bergen	Alpine	Alpine Public E.S.	\$ 641,000	\$ 256,400	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Alpine	Alpine Public E.S.	\$ 264,000	\$ 105,600	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Alpine	Alpine Public E.S.	\$ 1,002,400	\$ 400,960	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Dumont	Charles A. Selzer E.S.	\$ 2,357,269	\$ 942,908	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Dumont	Dumont H.S.	\$ 5,748,076	\$ 2,299,230	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Dumont	Honiss E.S.	\$ 3,941,161	\$ 1,576,464	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Edgewater	Eleanor Van Gelder E.S.	\$ 4,423,075	\$ 1,769,230	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Glen Rock	Clara E. Coleman E.S.	\$ 354,005	\$ 141,602	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Glen Rock	Glen Rock H. S.	\$ 420,543	\$ 168,217	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Leonia	Anna C. Scott E.S.	\$ 635,580	\$ 254,232	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Oradell	Oradell E.S.	\$ 870,520	\$ 348,208	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Palisades Park	Palisades Park Jr./Sr. High	\$ 1,086,600	\$ 434,640	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Pascack Valley Regional High School District	Pascack Hills H.S.	\$ 888,808	\$ 355,523	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Pascack Valley Regional High School District	Pascack Valley H.S.	\$ 983,250	\$ 393,300	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	River Edge	Roosevelt E.S.	\$ 715,000	\$ 286,000	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Tenafly	Tenafly H.S.	\$ 537,534	\$ 215,014	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Bergen	Westwood Regional School District	Brookside E.S. (formerly Ketler E.S.)	\$ 1,565,994	\$ 626,398	HVAC System upgrades. See DOE Approval for Detailed Project Scope.

Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail  
 March 2024

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Burlington	Burlington County Vocational School District	Inst of Tech-Westampton	\$ 8,499,000	\$ 3,399,600	Roofs. See DOE Approval for Detailed Project Scope.
Camden	Bellmawr Borough	Ethel M. Burke E.S.	\$ 2,224,250	\$ 1,054,028	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Clementon Borough	Clementon E.S.	\$ 3,280,590	\$ 2,179,119	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Sterling High School District	Sterling H.S.	\$ 609,839	\$ 368,986	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Essex	Bloomfield Township	Berkeley E.S.	\$ 2,250,800	\$ 900,320	Windows. See DOE Approval for Detailed Project Scope.
Essex	Bloomfield Township	Berkeley E.S.	\$ 3,489,500	\$ 1,395,800	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Essex	Bloomfield Township	Brookdale E.S.	\$ 2,883,300	\$ 1,153,320	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Essex	Bloomfield Township	Brookdale E.S.	\$ 1,241,900	\$ 496,760	Windows. See DOE Approval for Detailed Project Scope.
Essex	Glen Ridge	Glen Ridge H.S.	\$ 910,000	\$ 364,000	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Essex	Glen Ridge	Glen Ridge H.S.	\$ 540,000	\$ 216,000	Roofs. See DOE Approval for Detailed Project Scope.
Gloucester	Clayton	Clayton H.S.	\$ 1,330,310	\$ 863,201	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Gloucester	Clayton	Herma S. Simmons E.S.	\$ 1,093,125	\$ 709,298	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Gloucester	Harrison Township	Harrison Township E.S.	\$ 567,112	\$ 226,845	HVAC Controls. See DOE Approval for Detailed Project Scope.
Gloucester	Westville	Parkview E.S.	\$ 1,815,461	\$ 1,120,668	Roofs. See DOE Approval for Detailed Project Scope.
Hudson	Bayonne	Bayonne H.S.	\$ 3,258,570	\$ 1,546,589	Roofs. See DOE Approval for Detailed Project Scope.
Hunterdon	Alexandria Township	Alexandria M.S.	\$ 992,100	\$ 396,840	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Hunterdon	Delaware Township	Delaware Township E.S. #1	\$ 1,338,000	\$ 535,200	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Middlesex	Highland Park	Highland Park H.S.	\$ 632,047	\$ 252,819	Roofs. See DOE Approval for Detailed Project Scope.

Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail  
 March 2024

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Middlesex	Highland Park	Irving Primary	\$ 144,650	\$ 57,860	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Highlands Borough	Highlands E.S.	\$ 779,904	\$ 311,962	Roofs. See DOE Approval for Detailed Project Scope.
Morris	Harding Township	Harding Township School	\$ 663,800	\$ 265,520	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Morris	Harding Township	Harding Township School	\$ 1,242,820	\$ 497,128	Roofs. See DOE Approval for Detailed Project Scope.
Morris	Mount Olive Township	Mount Olive M.S.	\$ 3,334,000	\$ 1,333,600	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Ocean	Brick Township	Herbertsville ECDC	\$ 2,392,309	\$ 956,924	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Ocean	Brick Township	Midstreams E.S.	\$ 3,443,374	\$ 1,377,350	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Ocean	Brick Township	Osbornville E.S.	\$ 2,520,399	\$ 1,008,160	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Passaic	Bloomingtondale	Martha B. Day E.S.	\$ 1,860,785	\$ 744,314	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Somerset	Bound Brook Borough	Bound Brook H.S.	\$ 991,200	\$ 656,491	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Somerset	Bound Brook Borough	Lafayette E.S.	\$ 970,800	\$ 642,979	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Somerset	Bound Brook Borough	LaMonte-Annex E.S.	\$ 838,800	\$ 555,553	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Somerset	Bound Brook Borough	Smalley E.S.	\$ 1,834,240	\$ 1,214,852	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Somerset	Hillsborough Township	Woodfern E.S.	\$ 1,018,650	\$ 407,460	Roofs. See DOE Approval for Detailed Project Scope.
Somerset	North Plainfield Borough	East End E.S.	\$ 307,592	\$ 198,875	Roofs. See DOE Approval for Detailed Project Scope.
Somerset	North Plainfield Borough	North Plainfield H.S.	\$ 1,192,071	\$ 770,737	Roofs. See DOE Approval for Detailed Project Scope.
Somerset	North Plainfield Borough	North Plainfield H.S.	\$ 1,867,215	\$ 1,207,253	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Somerset	North Plainfield Borough	Somerset E.S.	\$ 488,200	\$ 315,647	HVAC System upgrades. See DOE Approval for Detailed Project Scope.

Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail  
 March 2024

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Somerset	North Plainfield Borough	Stony Brook E.S.	\$ 389,637	\$ 251,921	Roofs. See DOE Approval for Detailed Project Scope.
Somerset	North Plainfield Borough	Stony Brook E.S.	\$ 2,394,604	\$ 1,548,238	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Sussex	Byram Township	Byram Lakes E.S.	\$ 745,100	\$ 298,040	Roofs. See DOE Approval for Detailed Project Scope.
Sussex	Byram Township	Byram Twp. Intermediate E.S.	\$ 648,200	\$ 259,280	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Sussex	Frankford Township	Frankford Township E.S.	\$ 787,700	\$ 315,080	Roofs. See DOE Approval for Detailed Project Scope.
Sussex	Ogdensburg Borough	Ogdensburg E.S.	\$ 562,700	\$ 225,080	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
<b>Grand Total</b>			<b>Grants Executed - 59</b>	<b>\$ 94,809,469</b>	<b>\$ 43,173,620</b>

**Monthly Regular Operating District Grant Report - Monthly Offered Grant Detail**
**March 2024**

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Atlantic	Greater Egg Harbor Regional High School District	Absegami H.S.	\$ 2,000,000	\$ 1,076,500	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Park Ridge	East Brook E.S.	\$ 500,300	\$ 200,120	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Park Ridge	West Ridge E.S.	\$ 336,400	\$ 134,560	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Essex	Cedar Grove Township	North End E.S.	\$ 938,750	\$ 375,500	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Essex	Cedar Grove Township	South End E.S.	\$ 938,750	\$ 375,500	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Hudson	East Newark	East Newark Public E.S.	\$ 670,000	\$ 413,415	Windows. See DOE Approval for Detailed Project Scope.
Hunterdon	Clinton Town	Clinton E.S.	\$ 378,000	\$ 151,200	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Monmouth	Matawan-Aberdeen Regional	Cambridge Park E.S.	\$ 1,920,000	\$ 768,000	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Matawan-Aberdeen Regional	Cliffwood Avenue E.S.	\$ 2,280,000	\$ 912,000	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Matawan-Aberdeen Regional	Lloyd Road E.S.	\$ 2,280,000	\$ 912,000	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Matawan-Aberdeen Regional	Matawan Avenue M.S.	\$ 6,320,000	\$ 2,528,000	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Matawan-Aberdeen Regional	Matawan Regional H.S.	\$ 6,320,000	\$ 2,528,000	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Matawan-Aberdeen Regional	Ravine Drive E.S.	\$ 2,080,000	\$ 832,000	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Matawan-Aberdeen Regional	Strathmore E.S.	\$ 2,120,000	\$ 848,000	Roofs. See DOE Approval for Detailed Project Scope.
Union	Roselle Park	Ernest J. Finizio - Aldene E.S.	\$ 990,000	\$ 444,791	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Warren	Warren Hills Regional High	Warren Hills M.S.	\$ 1,527,890	\$ 611,156	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Warren	Warren Hills Regional High	Warren Hills Regional H.S.	\$ 4,664,500	\$ 1,865,800	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
<b>Grand Total</b>		<b>Grants Offered - 17</b>	<b>\$ 36,264,590</b>	<b>\$ 14,976,542</b>	

**NOTIFICATION OF AMENDMENTS TO GOODS AND SERVICES CONTRACTS NOT  
EXCEEDING \$100,000 OR 10% OF THE CONTRACT VALUE (*no activity*)**

**COMMUNICATIONS MONTHLY REPORT** *(no report)*



## **MONTHLY FINANCIAL REPORT**



## MEMORANDUM

**TO:** The Members of the Authority

**FROM:** Sherman E. Cole, MBA, CPA  
Controller

**DATE:** May 1, 2024

**RE:** Monthly Financial Report – March 2024

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### **Fund Reporting Operating Expenses (Year-to-Date Actual vs. Budget)**

For March 2024 year to date, Authority operating expenses, **\$4.6M**, are **\$847K** lower than budget for the corresponding period. This variance is attributable to lower spending activity for personnel costs **\$542K**, professional and other contracted services **\$241K**, SDA owned automobiles, **\$118K**, information systems **\$89K**, and facilities and general office expenses **\$77K**. This variance is offset by a lower payroll and benefits expense allocation to project costs, **\$276K**.

The full time employee (FTE) headcount is 128 as of March 31, 2024. This total represents a 9 FTE decrease in comparison to the year to date budgeted headcount.

### **Fund Reporting Operating Expenses (Year-to-Date Actual vs. Prior Year Actual)**

For March 2024 year to date, Authority operating expenses, **\$4.6M**, are **\$313K** lower when compared to the corresponding prior year. This variance is primarily attributable to a year-over-year decrease in personnel costs **\$254K**, and facilities and general office expenses **\$96K**.

The current number of FTEs, 128, is down by 1 FTE as compared to the corresponding prior year headcount.

### **School Facilities Project Expenditures (Year-to-Date Actual vs. Forecast)**

For March 2024 year to date, project costs, **\$118.1M**, are **\$25.9M** lower than the capital spending forecast for the corresponding period. This variance is attributable to decreased spending for grant agreements **\$10.5M**, construction work **\$9.0M**, school furniture, fixtures and equipment **\$3.2M** and property acquisitions **\$2.0M**.

**School Facilities Project Expenditures (Year-to-Date Actual vs. Prior Year Actual)**

For March 2024 year to date, project expenditures, **\$118.1M**, are higher by **\$18.2M** when compared to the corresponding prior year. This variance is attributable to increases in spending for property acquisitions **\$25.4M**, grant agreements **\$2.9M**, and for school furniture, fixtures and equipment **\$890K**. This variance is partially offset by a spending decrease construction work **\$10.6M**.

**Other**

Since program inception, 81.5% of the funds authorized for the SDA Districts have been disbursed. Additionally, since program inception, 96% of all SDA disbursements relate to school facility projects and 4% relate to operating expense.

The estimated value of active school facilities, capital, emergent and ROD grant projects is approximately \$1.55B.

Attachment

**New Jersey Schools Development Authority**  
**Monthly Financial Report**  
**March 2024**  
**(Unaudited)**

# New Jersey Schools Development Authority

## Overview of Financial Position

### March 31, 2024

**To:** The Audit Committee

**From:** Sherman E. Cole, Controller

The information contained in this monthly financial report is for the period as of, and for the year-to-date ending, March 31, 2024.

► Overall **Cash and Cash Equivalents** have decreased by \$117.2 million to \$369.3 million, as follows:

■ Appropriation from State	\$	-
■ Investment earnings		5,774,821
■ Miscellaneous revenue		(4)
■ Project costs		(118,086,645)
■ SDA operating expenses		(4,932,202)
■ SDA capital expenditures		(37,403)
■ Deposits (primarily district local shares)		73,278
Net Change in Cash		\$ (117,208,155)

► **Prepaid Expenses** total \$577,146 as follows:

- Prepaid insurance of \$496,433.
- Prepaid security deposit of \$55,798 for the Authority's leased swing space.
- Prepaid MIS maintenance service contracts of \$22,113.
- Other prepaids of \$2,802.

► **Capital Assets** total \$5,172,008 (net of accumulated depreciation of \$9,291,842), consisting of right-to-use assets (GASB 87), leasehold improvements (SDA office), and software, equipment, furniture and fixtures in support of SDA operations. Capital assets are depreciated/amortized on a straight-line basis over the useful life of each asset. For the year to date, **Capital Expenditures** are \$37,403 and **Depreciation Expense** is \$131,396.

► **Accrued Liabilities** total \$81.3 million, as follows:

- Accrued project costs of \$12.2 million consisting of unpaid invoices (\$1.7 million) and retainage (\$10.5 million). Project-related lease liabilities are \$0.3 million.
- Net pension liability of \$29.4 million.
- Other post-employment benefits obligation of \$24.8 million.
- Pollution remediation obligations (PRO) under GASB 49 net to \$2.4 million (PRO liability \$2.4 million, offset by expected cost recoveries of \$0.0 million).
- Estimated liability for loss contingencies totaling \$6.0 million.
- Payroll related liabilities of \$1.4 million.
- Other accrued liabilities of \$4.8 million, including non-project lease liabilities of \$4.1 million.

► **Deposits** total \$5.6 million, as follows:

- \$5.6 million is held for local share agreements (pass-through item).

► The Authority's **Net Position** at month end is \$270.4 million.

# New Jersey Schools Development Authority

## School Facilities Project Expenditures & Funding Allocation

### March 31, 2024

► **School Facilities Construction Bond/Note Proceeds/Appropriations & Project Expenditures**

- During the current year to date, the SDA has received \$0.0 million in bond/note proceeds & \$0 million in appropriations. The total amount received since program inception is \$12.5 billion.
- Project expenditures for the month and year-to-date periods total \$69.9 million and \$118.1 million, respectively, as follows:

<b>Category</b>	<b>Current Month</b>	<b>Year-To-Date</b>	<b>Since Inception</b>
Construction	\$ 5,842,315	\$ 23,468,912	\$ 5,823,502,832
Design Services	129,213	579,042	414,921,360
PMF/CM Services	279,060	757,251	483,183,231
SDA Project Management	1,302,836	2,524,118	143,471,025
Property Acquisition, Relocation & Enviro	40,359,533	40,740,211	644,731,584
School Furniture, Fixtures & Equipment	-	1,132,896	245,750,971
Project Insurance	-	12,153	115,733,139
NJ State Inter-Agency Transfers	-	180,301	53,900,630
SDA District Grant & Funding Agreements	15,409,709	32,095,889	1,012,400,876
Regular Operating District Grant Agreements	6,504,633	16,388,553	3,028,562,191
Real-Time Project Audits	-	42,161	1,291,686
Property Management, Maintenance & Utils	13,500	91,725	19,501,884
Outside Legal & Claims Resolution Services	29,879	42,148	12,073,666
Temporary Staffing	-	9,595	10,771,089
Other Project Costs	1,339	21,690	62,737,079
Project Credits	-	-	(54,902,944)
<b>Total Project Expenditures</b>	<b>69,872,017</b>	<b>118,086,645</b>	<b>12,017,630,299</b>
Less: Local Share Contributions	-	-	(188,198,630)
<b>Project Expenditures (State Share)</b>	<b>\$ 69,872,017</b>	<b>\$ 118,086,645</b>	<b>\$ 11,829,431,669</b>
2024 Capital Spending Forecast	\$ 28,304,137	\$ 143,961,726	

#### Allocations Since Program Inception

► **All Funding Sources & Expenditures**

	<b>All Sources</b> <sup>1</sup>	<b>Total Funding</b> <sup>2</sup>	<b>Paid to Date</b> <sup>3</sup>
■ SDA Districts	\$ 10,800,000,000	\$ 10,950,389,037	\$ 8,926,142,321
■ RODs Incl Vo-Tech Schools	4,025,000,000	4,084,073,720	3,442,261,386
Total - State Share	<b>\$ 14,825,000,000</b>	<b>\$ 15,034,462,757</b>	<b>\$ 12,368,403,707</b>

► **Percentage of Total Funding Paid to Date**

■ SDA Districts	81.5%
■ RODs Incl Vo-Tech Schools	84.3%
Total - State Share	82.3%

1 Of the \$14.8 billion authorized for the school construction program (including bond funds & appropriations), \$12,522,702,648 has been received to date.

2 Includes bonding cap amounts, appropriations and other income and miscellaneous revenue earned to date (i.e., interest income on invested funds).

3 These amounts include the allocation of SDA operating expenses and capital expenditures totaling \$538,972,038.

**New Jersey Schools Development Authority**  
**Fund Reporting Operating Expenses vs Budget**  
**March 31, 2024**

<u>Category</u>	<u>Actual</u> <u>Year-To-Date</u>	<u>Budget</u> <u>Year-To-Date</u>	<u>Over/</u> <u>(Under)</u>
<b>Personnel Expenses:</b>			
Employee Salaries	\$ 3,114,792	\$ 3,489,483	\$ (374,691)
Employee Benefits	3,002,800	3,160,354	(157,554)
Direct Hire Temporary Employee Costs	2,943	12,501	(9,558)
Total Employee Salaries & Benefits Costs	6,120,535	6,662,338	(541,803)
<b>Less: Employee Salaries &amp; Benefits Costs</b>			
Charged to Projects	2,524,118	2,800,110	(275,992)
Salaries & Benefits Charged to Operating Expense	3,596,417	3,862,228	(265,811)
Temporary Staffing Services	-	24,999	(24,999)
Travel & Expense Reimbursements	2,778	7,629	(4,851)
Training & Professional Development	9,128	24,180	(15,052)
Total Personnel Expenses	3,608,323	3,919,036	(310,713)
<b>Non-Personnel Operating Expenses:</b>			
Facilities & General Office Expenses	428,252	505,611	(77,359)
Information Systems	427,225	515,820	(88,595)
Professional & Other Contracted Services	25,351	265,899	(240,548)
Property & Casualty Insurance	144,821	148,497	(3,676)
SDA-Owned Automobiles	14,066	132,500	(118,434)
Communications & Outreach	-	999	(999)
Reserve for Unforeseen Events & New Initiatives	-	6,249	(6,249)
<b>Total Authority Operating Expenses</b>	<b>\$ 4,648,038</b>	<b>\$ 5,494,611</b>	<b>\$ (846,573)</b>

**2024 Annual Operating Budget**

**\$ 15,617,984**

# New Jersey Schools Development Authority

## Fund Reporting Operating Expenses vs Prior Year

### March 31, 2024

<u>Category</u>	<u>Actual</u> <u>Year-To-Date</u>	<u>2023</u> <u>Year-To-Date</u>	<u>Over/</u> <u>(Under)</u>
<b>Personnel Expenses:</b>			
Employee Salaries	\$ 3,114,792	\$ 3,075,628	\$ 39,164
Employee Benefits	3,002,800	3,298,139	(295,339)
Direct Hire Temporary Employee Costs	2,943	4,038	(1,095)
Total Employee Salaries & Benefits Costs	6,120,535	6,377,805	(257,270)
<b>Less:</b> Employee Salaries & Benefits Costs Charged to Projects	2,524,118	2,527,232	(3,114)
Salaries & Benefits Charged to Operating Expense	3,596,417	3,850,573	(254,156)
Temporary Staffing Services	-	-	-
Travel & Expense Reimbursements	2,778	1,870	908
Training & Professional Development	9,128	11,111	(1,983)
Total Personnel Expenses	3,608,323	3,863,554	(255,231)
<b>Non-Personnel Operating Expenses:</b>			
Facilities & General Office Expenses	428,252	524,346	(96,094)
Information Systems	427,225	406,828	20,397
Professional & Other Contracted Services	25,351	15,054	10,297
Property & Casualty Insurance	144,821	126,170	18,651
SDA-Owned Automobiles	14,066	25,137	(11,071)
Communications & Outreach	-	-	-
Reserve for Unforeseen Events & New Initiatives	-	-	-
<b>Total Authority Operating Expenses</b>	<b>\$ 4,648,038</b>	<b>\$ 4,961,089</b>	<b>\$ (313,051)</b>



# New Jersey Schools Development Authority

## Employee Headcount

### March 31, 2024

	<u>Current Month End</u>	<u>Budget</u>	<u>Over/ (Under)</u>
<b>Office of Chief Executive Officer</b>	2	2	-
Human Resources	4	4	-
Vacant Positions	0	0	-
Communications	3	3	-
Legislative Affairs	1	1	-
EEO/AA & Vendor Services	4	4	-
<b>Office of Program Operations &amp; Strategic Planning</b>	0	0	-
Capital Planning & Program Operations	10	10	-
Design Studio	11	13	(2)
Grants Administration	7	7	-
Real Estate Services & Predevelopment	3	3	-
<b>Office of Construction Operations</b>	0	1	(1)
Project Teams	17	20	(3)
<b>Office of Corporate Governance &amp; Legal Affairs</b>	4	4	-
Chief Counsel	8	8	-
Information Systems	11	11	-
Central Records Management	3	3	-
Safety	4	4	-
Internal Audit	1	3	(2)
<b>Office of Chief Financial Officer</b>	1	1	-
Financial Operations	7	7	-
Financial Accounting & Disbursements	11	11	-
Procurement	10	10	-
Risk Management	2	2	-
Facilities	4	5	(1)
<b>Total Full-Time Employees at Month End</b>	<b><u>128</u></b>	<b><u>137</u></b>	<b><u>(9)</u></b>
 <b>Total Full-Time Employees at Year End</b>		<b><u>150</u></b>	

**New Jersey Schools Development Authority**  
**Statement of Net Position**  
**March 31, 2024**

**EXCLUDES GASB 49, 68, & 75**

	<u>Current</u> <u>Month End</u>	<u>2023</u> <u>Year End</u>	<u>Over/</u> <u>(Under)</u>
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 369,347,684	\$ 486,555,839	\$ (117,208,155)
Receivables	486	561	(75)
Prepaid Expenses	577,146	83,476	493,670
Capital Assets, net of accumulated depreciation	5,172,008	5,669,810	(497,802)
Total Assets	375,097,324	492,309,686	(117,212,362)
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Amount for Pensions & OPEB	7,491,381	9,636,087	(2,144,706)
<b>TOTAL ASSETS &amp; DEFERRED OUTFLOWS OF RESOURCES</b>			
	<b>\$ 382,588,705</b>	<b>\$ 501,945,773</b>	<b>\$ (119,357,068)</b>
<b>LIABILITIES</b>			
Accrued Project Costs	\$ 21,084,719	\$ 30,427,050	\$ (9,342,331)
Net Pension Liability	29,428,895	29,428,895	-
Accrued Other Post-Employment Benefits	24,769,830	24,674,411	95,419
Other Accrued Liabilities	6,058,690	8,182,096	(2,123,406)
Deposits	5,585,986	5,512,708	73,278
Total Liabilities	86,928,120	98,225,160	(11,297,040)
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred Amount for Pensions & OPEB	25,264,768	25,264,768	-
<b>NET POSITION</b>			
Net Investment in Capital Assets	5,172,008	5,669,810	(497,802)
Restricted for Schools Construction:			
Special Revenue Fund	265,223,809	372,786,035	(107,562,226)
Net Position	270,395,817	378,455,845	(108,060,028)
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES &amp; NET POSITION</b>			
	<b>\$ 382,588,705</b>	<b>\$ 501,945,773</b>	<b>\$ (119,357,068)</b>

**New Jersey Schools Development Authority**  
**Statement of Activities**  
**March 31, 2024**

**EXCLUDES GASB 49, 68, & 75**

	<u>Current Year-To Date</u>	<u>2023 Year-To Date</u>	<u>Over/ (Under)</u>
<b>REVENUES</b>			
Program Revenues:			
Appropriation from State	\$ -	\$ -	-
General Revenues:			
Investment Earnings	5,774,821	3,662,389	2,112,432
Rental Income	-	4,800	(4,800)
Other Revenue-OPRA	(4)	11,840	(11,844)
Total Revenues	5,774,817	3,679,029	2,095,788
<b>EXPENSES</b>			
Administrative & General Expenses	4,907,622	5,323,274	(415,652)
School Facilities Project Costs	108,927,223	75,772,445	33,154,778
Total Expenses	113,834,845	81,095,719	32,739,126
<b>CHANGE IN NET POSITION</b>	<b>(108,060,028)</b>	<b>(77,416,690)</b>	<b>(30,643,338)</b>
Beginning of Period Net Position	378,455,845	273,468,663	104,987,182
<b>NET POSITION END OF PERIOD</b>	<b>\$ 270,395,817</b>	<b>\$ 196,051,973</b>	<b>\$ 74,343,844</b>

**DESIGN CONTRACT DE-OBLIGATIONS REPORT (*no activity*)**

**RESOLUTION TO ADJOURN INTO EXECUTIVE SESSION**

## ***Resolution—8.***

### Resolution to Adjourn into Executive Session

#### **Resolution**

**WHEREAS**, the “Senator Byron M. Baer Open Public Meetings Act” (OPMA), N.J.S.A. 10:4-6, declares “the right of the public to be present at all meetings of public bodies” except as expressly provided in the Act; and

**WHEREAS**, N.J.S.A. 10:4-12 (b) provides that a public body may exclude the public from that portion of a meeting at which the public body discusses, among other things, any matter involving the acquisition... of real property with public funds...or any pending or anticipated litigation or contract negotiations in which the public body is or may become a party...falling within the attorney-client privilege, to the extent that confidentiality is required to preserve the attorney-client relationship; and

**WHEREAS**, the Members of the New Jersey Schools Development Authority (SDA or the Authority) have before them on this date two matters that, pursuant to N.J.S.A. 10:4-12, are appropriate for consideration in Executive Session consistent with the provisions of the OPMA; and

**WHEREAS**, the Authority will consider in Executive Session a proposed request for real property acquisition in Paterson, New Jersey (6b.); and

**WHEREAS**, the Authority will also considered in Executive Session management’s recommendation for Settlement of Condemnation and Trust Recovery Litigation Relating to the Disposition of the Environmental Trust Escrow Held in Connection with the Trenton Roebling School Land Acquisition (6c.); and

**WHEREAS**, the minutes of the Board’s May 1, 2024 Executive Session meeting will be available for release for public review upon the full and final conclusion of all negotiations, legal proceedings, and settlements, and associated matters and/or the execution of all documentation, agreements and leases associated therewith.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby resolve to adjourn into Executive Session to consider and deliberate with regard to the matters described herein.

**BE IT FURTHER RESOLVED**, that the minutes of the Board’s May 1, 2024 Executive Session meeting will be available for release for public review upon the full and final conclusion of all negotiations, legal proceedings, settlements, and associated matters, and/or the execution of all documentation, agreements and leases associated therewith.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately, but no action authorized herein shall have force and effect until 10 days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the Authority meeting at which this resolution was adopted has been delivered to the Governor for his approval, unless during such 10 day period, the Governor shall approve same, in which case such action shall become effective upon such approval.

Attached: Resolution to Adjourn into Executive Session, dated May 1, 2024

Dated: May 1, 2024