

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD MEETING  
WEDNESDAY, NOVEMBER 5, 2014 AT 9:00 A.M.  
32 EAST FRONT STREET, TRENTON, N.J.  
FRONT STREET BOARD ROOM**

**AGENDA**

- 1. NOTICE OF PUBLIC MEETING**
- 2. ROLL CALL**
- 3. APPROVAL OF MEETING MINUTES**
  - a. Board Open Session Meeting Minutes of October 1, 2014
  - b. Board Executive Session Meeting Minutes of October 1, 2014
- 4. AUTHORITY MATTERS**
  - a. CEO Report
  - b. Chairman's Report
- 5. REPORT AND RECOMMENDATIONS OF THE AUDIT COMMITTEE (CHAIRMAN'S REPORT)**
  - a. Approval of Award – Package No. GP-0214-R01 – Broker Services for the Business and Real Estate Property and Casualty Insurance Program
- 6. REPORT AND RECOMMENDATIONS OF THE SCHOOL REVIEW COMMITTEE (CHAIRMAN'S REPORT)**
  - a. Construction Manager Award – Gloucester City Public Schools – Gloucester City Elementary School/Middle School
  - b. Design-Build Award and Approval of Final Project Charter – Elizabeth School District – New Elementary School
  - c. Approval of Award – Package No. GP – 0217 – R01 – State-Wide Relocation Consultant Services
  - d. Extension of Professional Staffing Services Contracts (PW1204)
  - e. Proposed Re-adoption w/Amendments – Affirmative Action Rules – N.J.A.C. 19:39
- 7. REPORT AND RECOMMENDATIONS OF THE REAL ESTATE COMMITTEE (CHAIRMAN'S REPORT) TO BE PROVIDED IN EXECUTIVE SESSION**

**8. MONTHLY REPORTS**

- a. *For Informational Purposes*
  - i. Active Projects Report
  - ii. Project Close Out Status Report
  - iii. Project Status Reports
  - iv. Contracts Executed Report/Amendments & Change Orders Executed Report
  - v. Contract Terminations Report (*no activity*)
  - vi. Settlement Activities Report
  - vii. Contractor and Workforce Compliance Report
  - viii. Regular Operating District Grant Activity Report
  - ix. Notification of Amendments to Goods and Services Contracts Not Exceeding \$250,000 (*no activity*)
  - x. Communications Report
  - xi. Monthly Financial Report
  - xii. Design Contract De-Obligations Report

**9. PUBLIC COMMENTS**

**10. ADJOURNMENT**

**APPROVAL OF MEETING MINUTES**

OCTOBER 1, 2014 OPEN SESSION

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING**

**WEDNESDAY, OCTOBER 1, 2014**

A meeting of the Board of Directors of the New Jersey Schools Development Authority (“SDA” or “the Authority”) was held on Wednesday, October 1, 2014 at 11:00 AM at the Union City High School, in Union City, New Jersey.

Participating were:

Edward Walsh, Chairman  
Maureen Hassett (NJEDA)  
Kevin Luckie (NJDOE)  
Matthew Murray (Treasury)  
Bernard Piaia (NJDOE)  
Loren Lemelle  
Lester Lewis-Powder  
Michael Maloney  
Joseph McNamara  
Robert Nixon  
Mario Vargas

being a quorum of the Board. Mr. Lewis-Powder, Mr. Luckie, Mr. Maloney and Mr. Piaia participated in the meeting by telephone conference.

At the Chairman’s request, Charles McKenna, chief executive officer; Jason Ballard, chief of staff; Andrew Yosha, executive vice president; Jane Kelly, vice president & assistant secretary; Donald Guarriello, vice president and chief financial officer; Raymond Arcario, vice president; Albert Barnes, chief counsel; Manuel DaSilva, program director; Ritchard Sherman, managing director; Gregory Voronov, managing director and Paul Hamilton, senior program

officer, of the SDA, participated in the meeting. Amy Herbold of the Governor's Authorities Unit also participated in the meeting.

The meeting was called to order by the Chairman of the Board, Mr. Walsh, who requested that Ms. Kelly read the requisite notice of the meeting. Ms. Kelly announced that the meeting notice had been sent to the *Trenton Times* and *Star-Ledger* at least 48 hours prior to the meeting, and had been duly posted on the Secretary of State's bulletin board at the State House in Trenton, New Jersey.

#### *Approval of Meeting Minutes*

Mr. Walsh presented for consideration and approval the Minutes of the September 3, 2014 Open and Executive Session meetings. A copy of the minutes and a resolution had been provided to the Members for review in advance of the meeting. Upon motion duly made by Mr. Vargas, and seconded by Ms. Lemelle, the Open and Executive Session minutes of the September 3, 2014 meeting were approved by the Board upon its unanimous vote in favor of the resolution attached hereto as *Exhibit 3a./3b*.

#### *Authority Matters*

##### *CEO Report*

Prior to beginning his Report of the Chief Executive Officer, Mr. McKenna asked Union City Superintendent of Schools, Silvia Abbato, to address the Board. On behalf of the Mayor and the District, Superintendent Abbato welcomed the Members and SDA staff to Union City High School. She thanked Governor Christie and the SDA for the wonderful job that is being done every day in changing lives and families. Superintendent Abbato said that the moment the children walk into their facility, they feel proud. She informed the Members that Union City HS is a 96% Latino community/minority school, and that, as of last night, the school received

National Blue Ribbon status. She invited the Members and SDA staff to tour the school upon adjournment of the Board meeting. Ms. Abbato invited the Members and the SDA to visit Union City High School in the future.

Mr. McKenna then provided the Report of the Chief Executive Officer. Mr. McKenna advised the Board that work at the six Trenton Central High School (TCHS) swing space facilities was completed within the District's schedule requirements and, importantly, classes began on schedule at those facilities. He said that district facilities staff continues to occupy the building at Chambers Street and will continue to do so for another month while final "move-out activities" are ongoing. He further advised that the Authority issued a Notice to Proceed (NTP) to Accent Fence, Inc. on September 23<sup>rd</sup> to install temporary construction fencing to secure the existing school site since the school is now officially closed to students.

Mr. McKenna said that the SDA also issued a NTP to Wu Associates on September 17<sup>th</sup> to prepare storage space to warehouse materials and equipment that will be reutilized in the new high school. He added that, while the SDA could have rented storage space for this material, it was more cost efficient to fix the ventilation system at a district facility for such purpose. This way, he said, the material and equipment can be stored during construction and the storage space will be available for District use for years thereafter. Mr. McKenna said that review and discussion of programming for the new TCHS is ongoing with the District, DOE and SDA. He noted that the SDA has developed conceptual design options for review with the District, based upon the draft program, adding that the site investigation and environmental review of the existing TCHS has been completed. He said that SDA is currently reviewing the draft preliminary report. Mr. McKenna concluded his remarks regarding the status of the TCHS project by advising the Board that the SDA has accepted the structural assessment report with the

results of the structural investigation of the existing TCHS. He noted that a district board meeting is scheduled for October 14<sup>th</sup>. He said that a public board committee meeting is also scheduled for October 7<sup>th</sup> at which time the issue will be discussed. Mr. Maloney exited the meeting at this time.

In continuing, Mr. McKenna advised the Board that all work by the major construction trades associated with the Elizabeth Academic High School project is on schedule and construction is progressing well. He said that the steel has been erected and that staff is hoping for enclosure of the building by the winter months.

With respect to the Phillipsburg High School project, he reported that excavation, footing, foundation, waterproofing and concrete slab work is on-going in all areas. He said that structural steel erection is projected to commence this month (October) and that the team is working with the contractor to re-sequence certain work and continue to make progress while steel is being fabricated.

Mr. McKenna reported that structural steel erection commenced on August 26<sup>th</sup> for the Paterson Marshall Street Elementary School project and is 35%-40% complete. He said that masonry work has commenced in the basement areas. He advised the Board that slabs on grade and on deck are underway and will continue as areas are ready. He said that pedestrian bridge abutment work has commenced on both sides of the bridge and the design team is working around underground obstructions as they are encountered. He explained that the pedestrian bridge is located across the railroad tracks at the site. He added that the pedestrian bridge is in fabrication and is projected to be set in Spring of 2015.

With respect to the Paterson PS 16 project, Mr. McKenna reported that final design and building enclosure packages are being reviewed by the SDA Design Studio. He said that the

design should be completed by November 2014. He advised that footings and foundation work continues and that steel fabrication is underway. Mr. McKenna further advised that underground utilities work is expected to commence this month (October). He added that steel erection is projected to commence in January 2015. With respect to the Jersey City PS No. 20 project, Mr. McKenna advised the Board that building enclosure masonry work has begun and all other construction trade work associated with the project is proceeding on schedule.

Mr. McKenna reported that contract asbestos abatement work is complete on the Garfield James Madison Elementary School No. 10 demolition project. He said that removal of unanticipated additional asbestos began the week of September 29<sup>th</sup> and that demolition of the existing structure is anticipated to begin by mid-October. He said that the construction documents for the New James Madison School are currently undergoing review by the Department of Community Affairs (DCA) and that the DCA is positioned to issue a release for construction any day.

Mr. McKenna next reported that installation of footings, foundations, and underground utilities is nearing completion on the Bridgeton Quarter Mile Lane Elementary School. He said that work continues on the underground storm water detention system there. He added that footings are nearly complete on the Bridgeton Buckshutem Elementary School project and that storm drainage work is on-going. He added that other portions of the building design are under review by DCA.

Mr. McKenna advised the Board that structural steel erection is nearly complete on the Newark Elliott Street Elementary school project. He said that other work underway includes slab on metal deck, interior masonry walls, and mechanical/electrical rough in.

Mr. McKenna then discussed other projects ongoing in Newark. He said that foundation work is 95% complete on the Newark Oliver Street Elementary School project, adding that underground utility work is on-going and that steel erection continues there. He advised the Board that early site package work continues on the project with expected completion in December 2014.

In continuing, Mr. McKenna reported that, on the Newark South Street Elementary School project, more than 36,000 tons of replacement stone and backfill have been placed, and 3,600,000 gallons of contaminated water have been treated to date. He said that schematic design of the new school building is underway. Mr. McKenna emphasized that staff is working to address the significant contamination issues at the site.

In continuing, Mr. McKenna advised the Board that a CO was issued for the Long Branch Catrambone project and that the District occupied the school for a successful opening, on schedule and within budget.

Mr. McKenna reported that construction work is nearing completion on the New Brunswick Redshaw Elementary School project. He said that a punch list was issued to the design-build contractor and work continues on completion of those items. He said that work in progress includes commissioning, final cleaning, furniture deliveries, site work and playground equipment installation. He noted that program staff anticipates DCA being in a position to issue a CO by the end of October.

Mr. McKenna advised that construction work continues to progress well on the Passaic Henry Street Elementary School project. He said that masonry work associated with building enclosure has begun and the work of all major construction trades associated with the project is on schedule.

He said that a limited construction NTP was issued to the design-builder on the New Jersey City Elementary School No. 3 project for pre-construction site activities. He added that the design phase is nearly complete and that footings & foundations and structural steel construction documents are currently under review by DCA.

Mr. McKenna said that a limited construction NTP was issued to the design-builder for pre-construction activities for the Gloucester Elementary School/Middle School project and that the design phase has begun. In continuing, Mr. McKenna advised the Board that the design-build technical proposals were received by the SDA on September 19<sup>th</sup> for the Elizabeth New Elementary School and are currently under review by the selection committee. He said that responses to the advertisement include submissions by Dobco, Epic, Ernest Bock & Sons, Terminal Construction, Torcon and Patock. He advised the Board that price proposals are anticipated to be opened on October 3<sup>rd</sup>. Mr. McKenna advised the Board of a problem has occurred regarding the City's dedication to the project of a "paper road" located adjacent to the site. He said that he has written a letter to the District wherein he advises that the project will not proceed until this issue is resolved.

Mr. McKenna next reported that the Millville High School/Middle School project is nearing the end of the pre-design phase. He said that the bridging design consultant will issue a final pre-design report that outlines the selection of a preferred design scheme. He said that the next phase is to negotiate with the existing bridging design consultant for the remainder of the bridging design services.

Turning to procurement activity, Mr. McKenna again noted that temporary construction fencing has been procured for the TCHS project at a cost of \$139,900. He said that the NTP was issued on September 23.

With respect to the Gloucester City New Elementary School/Middle School project, Mr. McKenna reported that, on August 6, SDA issued a NTP to Terminal Construction Corporation for the design-build contract. He said that the SDA has begun meeting with Terminal and its design-build team to begin the design phase of the project. He added that it is also anticipated that Terminal will begin limited site clearing activities shortly. Mr. McKenna further advised the Board that, on September 3, SDA received technical and price proposals for construction management services from five firms: Epic, Greyhawk, Jingoli, McCloud and STV. He said that the procurement process is ongoing and an award recommendation will be presented for approval at the November board meeting.

Mr. McKenna again reported that the SDA has received technical and price proposals for design-build services on the Elizabeth New Elementary School project. He added that the procurement process is ongoing and an award recommendation will be presented for approval at the November board meeting.

In continuing, Mr. McKenna reported that technical and price proposals were received from three firms on September 17<sup>th</sup> for relocation services. He said that the procurement process is ongoing and an award recommendation will be presented for consideration at the November board meeting.

Finally, Mr. McKenna reported that technical and price proposals were received from three firms on September 24 for a broker for SDA's business and real estate property and casualty insurance program. He said that the procurement process is ongoing and an award recommendation will be presented for consideration at the November board meeting.

Mr. McKenna concluded his formal CEO report by discussing recent SDA events. He said that on Monday, September 8<sup>th</sup>, the SDA joined Trenton officials for a tour of the recently

completed swing space to celebrate the start of school for the TCHS community. He reminded the Board that the SDA has invested over \$4 million in renovations at all of the swing spaces over the summer months in preparation for the start of school, adding that this work was completed on time and on budget.

Mr. McKenna advised the Board that staff is currently working to schedule a groundbreaking ceremony for the new PS 16 Elementary School in Paterson to be held within the next couple of weeks, adding that the Members will be advised when this is scheduled.

Finally, Mr. McKenna reported that a ribbon cutting ceremony for the George L. Catrambone Elementary School was held on Thursday, September 25. He said that he joined Governor Christie, local and state officials for the celebration of the opening of this school. Mr. McKenna noted that this event was held two years and one day from the groundbreaking ceremony for the project. He thanked Mr. McNamara for attending this event at which the excitement of the Long Branch community and the students was palpable. He stressed the importance of such facilities which often serve as needed community centers as well. Mr. McKenna said that the students and teachers of the Catrambone School had shared a video wherein they describe what they like most about their new school. He then introduced the video which was played for the Members, staff and those members of the public attending the meeting.

#### *Audit Committee Report*

The Chairman then requested that Mr. Nixon provide the report of the Audit Committee. Mr. Nixon reported that the Audit Committee met on September 15, 2014. He said that Management had provided the Committee with the August 2014 New Funding Allocation and Capital Plan Update. He advised the Board that there were no changes in commitments reported in any of the Reserve balances during the reporting period.

Mr. Nixon reported that the reserve balance for the Regular Operating Districts (“RODs”) decreased by \$300,000 during the reporting period due to the offer of 2 additional grants approved by the Department of Education (DOE).

Next, Mr. Nixon reported that SDA’s auditing group and outside auditor presented the Committee with the results of one statutorily required audit along with recommendations for next steps that the Board and staff might consider in the future.

In continuing, Mr. Nixon reported that the Committee was provided with the August 2014 Monthly Financial Report. He said that, year-to-date, the Authority’s operating expenses total \$12.5 million which is \$1.9 million lower than the operating budget for the corresponding period. He said that this is a \$1.3 million decrease from actual expenses for the corresponding period in the prior year, noting that the decrease is largely due to lower monthly rent expenses and lower allocation of salary and benefit costs to project costs in 2014. He reported that, as of August 2014, year-to-date project expenditures are \$172.1 million which is \$38.2 million lower than the project spending forecast for the corresponding period. He said that prior year actual expenditures have increased by \$28.5 million as compared to prior year actual expenditures. He said that this is largely attributable to increased spending for construction related activity.

Mr. Nixon noted that, since inception, 69% of the funds authorized for the SDA Districts have been disbursed. He reported that 96% of all SDA disbursements relate to school facilities projects and 4% relate to program administrative and general expenses. Mr. Nixon reported that the current estimated value of current school facilities project activity is approximately \$2.2 billion.

**Revised Preliminary Project Charter for Trenton Central High School Project**

Next, at the Chairman's request, Mr. McKenna provided the Members with an overview of the proposed Revised Preliminary Project Charter for the TCHS project. Referencing the memorandum and revised preliminary project charter that were previously submitted to the Members for review and consideration, Mr. McKenna reported that the SDA received a structural report from CB&I (Site Consultant) with regard to the project. He informed the Members that at his first meeting with the community regarding the TCHS project, it was stressed that the community wanted the building to be preserved because it had "good bones". Mr. McKenna said that the structural report revealed the opposite. He added that the community may not have been aware of how deteriorated the building was at the time of their first meeting. Mr. McKenna said that the structural report does not show that any portion of the building can be preserved. He said that further testing would have to be performed in order to see if any of the building can be saved and that there are no guarantees. Mr. McKenna said that if it was determined that any portion of the building would be preserved, it could result in adding an additional two years to the project. He reminded the Members that the TCHS students are currently being housed in six different swing space buildings. Mr. McKenna noted that, originally, the project was estimated to be built in four to five years, but it could take significantly longer if portions of the building were to be preserved. He informed the Members that another meeting will be taking place with the Trenton Board of Education (TBOE). He said that the need to engage in additional discussions with the TBOE as to whether to include a part of the old building in the construction of the new school has now negatively impacted the project schedule. Mr. McKenna added that, with the revised preliminary charter in place, if the community decides to proceed with demolishing the building, the SDA will not have to come

back to the Board for input, but if it is decided that portions of the building should be preserved, the SDA would have to present this to the Members. Mr. McKenna then took general questions from the Members.

After discussion, a resolution for approval of the Revised Preliminary Project Charter for the Trenton Central High School had been provided to the Members in advance of the meeting. Upon a motion by Mr. Vargas, and seconded by Mr. Nixon, the resolution attached hereto as *Exhibit 4ai*. was unanimously approved by the Board.

Mr. McKenna then acknowledged the presence of Union City Mayor Brian P. Stack and thanked him for welcoming the SDA Board to Union City.

#### *Real Estate Committee Report*

Mr. Luckie then reported that the Members had engaged in a discussion earlier during the Executive Session of the meeting regarding a recommended acquisition of real property for the Paterson School District Elementary School Grade Level Project. Ms. Kelly indicated that the Members are being requested to approve site identification of specified property in the City of Paterson and to authorize Management to extend an offer for its purchase in the amount of its estimated market value as determined by a recent appraisal.

A resolution for approval of the Paterson School District Elementary School Grade Level Project and Request for Real Property Acquisition had been provided to the Members in advance of the meeting. Upon a motion by Mr. Walsh, and seconded by Mr. McNamara, the resolution attached hereto as *Exhibit A2*. was unanimously approved by the Board.

### *Public Comments*

The Chairman then opened the Public Comments portion of the meeting. Three representatives from Irvington who had travelled to the SDA headquarters in Trenton, New Jersey had indicated an interest in addressing the Board. Mr. Walsh expressed the Board's apologies that the Irvington representatives were unaware that the Board meeting had been moved to Union City and thanked them for coming.

He then asked Ms. Patricia Wilson to address the Members. Ms. Wilson acknowledged the Members and introduced herself, noting that she was representing the Irvington Board of Education. She also introduced six other parent coordinators from the Irvington District who were in attendance. Ms. Wilson thanked the SDA for their efforts and for repairing the boilers at the Berkeley Terrace Elementary School (Berkeley ES) and Union Avenue Middle School. She also thanked the SDA for the roof repairs at Berkeley ES, Chancellor Avenue Elementary School (Chancellor ES), Madison Avenue Elementary School (Madison Avenue ES), and University Middle School (University MS) which, she noted, is almost completed. She added that, in the Irvington Public Schools, the community believes that "anything is possible". Ms. Wilson said that the community is committed to improving the academic achievement of all students through rigorous, relevant and authentic educational experiences. She said that, in order to achieve this goal, there are still projects that the District needs the SDA to complete. Ms. Wilson reminded the Members that three projects, two of which are emergent, were approved by the SDA for completion, but work has yet to begin. She listed them as follows: 1) roof repair at Irvington High School; 2) HVAC repair at Irvington HS; and 3) a new school for Madison Avenue ES. She provided the Members with detailed descriptions of each project's issues. Ms. Wilson said that students that are zoned to the Madison Avenue ES have to walk over a mile to school. She

said that Irvington has a growing student population, which has resulted in overcrowding at Florence Avenue Elementary School (Florence ES) because the school must enroll students zoned to Madison ES. She asked that the SDA expedite the new Madison Avenue ES and the repairs at the Irvington HS. In closing, Ms. Wilson informed the SDA that the Irvington District will be submitting applications for more emergent conditions in Irvington. She provided a list of emergent conditions for the following schools: *HVAC*: Mt. Vernon ES, Florence Ave. ES; University MS, Union Ave. MS, Thurgood Marshall ES, Augusta Pre-K, and University ES; *Exterior Doors*: Union Ave. MS; *Roofing*: Grove St. ES; *Boilers*: University MS; *Windows*: Grove St. ES. Again, Ms. Wilson thanked the Members and the SDA for their consideration.

Mr. McKenna thanked Ms. Wilson and echoed Mr. Walsh's apology for not being at the SDA to receive the Irvington School District representatives. He also thanked Ms. Wilson for taking the time to prepare the list of items needed by the Irvington District and thanked her and the other attendees for advocating for their district. Mr. McKenna explained the process districts must follow to land their emergent projects on the emergent projects list. He then asked Mr. Da Silva to provide an update regarding the Irvington HS roof project. Mr. Da Silva explained that the roof project and HVAC work for Irvington HS is at 100% Construction Documents and ready for submission to DCA. He said that the construction will then be procured in 2015, with installation to follow during the summer of that year. Mr. McKenna also provided a detailed description of the process that an emergent project follows. Mr. McKenna then asked Mr. Voronov to provide an update regarding the new facility for the Madison Avenue ES. Mr. Voronov reported that the SDA has an upcoming teleconference with the District on Monday, October 6 to finalize program plans to address the District's needs regarding the Madison Avenue school. He noted that, upon completion of these discussions and the finalizing of

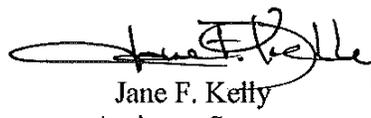
program plans, a project charter will be advanced to the Members in order to move the project along. Mr. McKenna then provided a detailed description of the process for the new facility for the Madison Avenue ES. Mr. Da Silva also clarified that the HVAC and roof for the Irvington High School will be performed simultaneously. Mr. McKenna reiterated that the Irvington District advocate to the DOE with respect to the list of items that Ms. Wilson had shared with the Board. He then advised Ms. Wilson to call him at the SDA with any additional questions or concerns she may have regarding the District's needs.

Next, Ms. Eileen Wesley, President of the Irvington Education Association addressed the Members. She noted that she has been a teacher in the district for 30 years. Ms. Wesley thanked the SDA for the recent updates on the three projects that were raised by Ms. Wilson. She said that she wished to echo Ms. Wilson's comments regarding the list of items needed by the Irvington School District. She noted that, while there is a process that has to be followed and vetted, the District expects excellence from its students; therefore, the students expect excellence from the SDA and the district as well. Ms. Wesley stated that she understands that the roof and ventilation work for the high school is expected to begin in 2015; however, if the coming winter is anything like the last winter that the high school experienced, the students will suffer. She added that if there is anything the SDA can do to expedite the process, it would be greatly appreciated. Ms. Wesley thanked the SDA again for the work that has been performed in the district and noted that she is looking forward to more of the same. Mr. McKenna agreed with Ms. Wesley with regard to expectations of excellence from the students as well as the SDA and the District. He noted that the SDA understands the frustration of the District in wanting projects completed sooner rather than later.

Lastly, Mr. Richard Moon, President of the Irvington Security and Attendance Office Association addressed the Members. He noted that Ms. Wilson and Ms. Wesley had previously explained the concerns and needs that he too shares regarding the Irvington School District. Mr. Moon said that he wanted to add his voice and note the urgency of the various needs in Irvington. He provided a brief description of his responsibilities as a Security and Attendance Officer, explaining that his position is to ensure that students are attending school and to make sure that they are safe for the duration. Mr. Moon said that the SDA has a security responsibility to the students as well and that the SDA has a duty to ensure their safety. He implored the SDA to ensure that the Irvington students have a safe and healthy school where their focus can be on learning. Mr. McKenna agreed that it has to be a cooperative effort and that everyone must be involved in order to provide safe and healthy schools for the children.

Mr. Walsh then asked for a motion to adjourn the meeting. Upon motion 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 October 1, 2014 meeting.

  
Jane F. Kelly  
Assistant Secretary



**RESOLUTION—3a./3b.****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 October 1, 2014 Board meeting of the New Jersey Schools Development Authority, for the Open and Executive Sessions were forwarded to the Governor on October 3, 2014.

**NOW, THEREFORE, BE IT RESOLVED**, that the minutes of the New Jersey Schools Development Authority's October 1, 2014 Open and Executive Session meetings are 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: November 5, 2014

**AUTHORITY MATTERS**

**CEO REPORT (*ORAL*)**

**CHAIRMAN'S REPORT (*ORAL*)**

**REPORT AND RECOMMENDATIONS OF THE AUDIT COMMITTEE**

**CHAIRMAN'S REPORT**

**APPROVAL OF AWARD- BROKER SERVICES FOR THE BUSINESS AND REAL ESTATE PROPERTY AND CASUALTY INSURANCE PROGRAM**



32 EAST FRONT STREET  
P.O. BOX 991  
TRENTON, NJ 08625-0991  
609-943-5955

MEMORANDUM

TO: Members of the Authority

FROM: Sean Murphy  
Director, Procurement

Karon Simmonds  
Director, Risk Management and Vendor Services

DATE: November 5, 2014

SUBJECT: Approval of Award  
Package No. GP-0214-R01  
Broker Services for the Business and Real Estate Property and Casualty Insurance Program

The Members of the Authority are requested to approve the award of a contract for the placement and servicing of NJSDA’s Business and Real Estate Property and Casualty Insurance Program. The contract term is three (3) years.

DESCRIPTION

In 2011, the NJSDA combined its business and real estate property and casualty insurance requirements into a single program and engaged one broker to provide services for the combined program. Previously, the NJSDA maintained two separate insurance programs for its business and real estate activities. The NJSDA is again seeking to engage a Broker with the expertise to design a combined program that provides the broadest coverage at the most cost effective price. The selected Broker shall be responsible for the placement and servicing of the NJSDA’s Business and Real Estate Property and Casualty Insurance Program commencing on December 14, 2014 at 12:01 a.m. In addition, the selected Broker may be consulted to assess and/or procure additional risk and insurance needs as deemed necessary by the NJSDA.

PROCUREMENT PROCESS

In accordance with regulations, the NJSDA employed a two-step process for this procurement. The first step was the issuance of a Request for Qualifications (“RFQ”) and review of all responses, inclusive of interviews, in order to shortlist the three highest-ranked firms. The second step was the issuance of a Request for Proposals (“RFP”) to the shortlisted firms and review of all submissions with the highest-ranked firm being recommended for award.

The Request for Qualifications (RFQ) was advertised beginning on June 5, 2014 on the NJSDA website and the New Jersey State website. Outreach was also performed via e-mail.

A Selection Committee consisting of three NJSDA staff members was established.

Firms interested in submitting a proposal were required to send an e-mail giving Notice of Intent to Participate (NOI) by June 13, 2014. NOIs were received from four (4) firms. Qualifications Proposals were received from three (3) firms by July 10, 2014. The Qualifications Proposals were evaluated by the Selection Committee based on the following criteria:

- Understanding of the Engagement;
- Firm Experience with Public Entities, Business Administration and Real Estate Insurance, and Risk

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- Management;
- Experience of Key Team Members with Public Entities, Risk Management, Claims Handling, Safety and Loss Control, and Business Administration and Real Estate Insurance; and
- Approach to Providing the Scope of Services.

Each Selection Committee member evaluated each Qualifications Proposal, assigning a raw score for each criterion on a scale of 0 to 10 as follows:

- Outstanding (9–10): depth and quality of response offers significant advantages.
- Superior (7-8): exceeds RFQ requirements with no deficiencies.
- Sufficient (5-6): meets RFQ requirements with no significant deficiencies.
- Minimal (3-4): meets RFQ requirements but contains some significant deficiencies.
- Marginal (1-2): comprehends intent of RFQ but contains many significant deficiencies.
- Unsatisfactory (0): requirements not addressed and lack of detail precludes adequate evaluation.

Weighting factors were applied to each of the Selection Committee member’s raw scores for each criterion to arrive at a total weighted score as follows:

Criteria	Weighting Factor (Applied to Raw Score)	Maximum Weighted Points
Understanding of the Engagement	2.0	20
Firm Experience with Public Entities, Business Administration and Real Estate Insurance, and Risk Management	3.0	30
Experience of Key Team Members with Public Entities, Risk Management, Claims Handling, Safety and Loss Control, and Business Administration and Real Estate Insurance	2.0	20
Approach to Providing the Scope of Services	3.0	30
<b>Total Possible Points</b>		<b>100</b>

For each firm’s Qualifications Proposal, the individual criteria scores awarded by a particular Selection Committee member were added together to calculate a Qualifications Proposal Score for that firm. The maximum Qualifications Proposal Score is 100. All of the scores awarded by the Selection Committee members to a particular firm’s Qualifications Proposal were added together and averaged to arrive at a Qualifications Proposal Score for each firm. The responding firms, their scores and rankings are listed in Table 1 below:

TABLE 1

Firm	Qualifications Proposal Score	Qualifications Proposal Rank
The Safegard Group, Inc.	79.333	1
Willis of New York, Inc.	60.000	2
Turner Surety and Insurance Brokerage, Inc.	59.000	3

Interviews were held with each of the three firms on July 17 and July 18, 2014. The interviews allowed the firms to

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expand and detail their firm and staff experience with respect to NJSDA requirements for Broker Services. The Selection Committee interviewed each of the firms and evaluated each firm on Interview Criteria and Weighting Factors that were the same as those used in the evaluation of the Qualifications Proposals, as detailed above.

The individual criteria scores awarded by a particular Selection Committee member were added together to calculate an Interview Score for that firm. The maximum Interview Score is 100. All of the Interview Scores awarded to a particular firm by the Selection Committee members were added together and averaged to arrive at an Interview Score for each firm. The firms, their scores and rankings are listed in Table 2 below:

**TABLE 2**

<b>Firm</b>	<b>Interview Score</b>	<b>Interview Rank</b>
The Safegard Group, Inc.	93.667	1
Willis of New York, Inc.	79.333	2
Turner Surety and Insurance Brokerage, Inc.	42.667	3

The Request for Proposals (RFP) was issued on July 18 2014. On September 24, 2014, Turner Surety and Insurance Brokerage, Inc. notified NJSDA that it was withdrawing from the procurement process as it was unable to provide a complete, comprehensive and competitively priced program. Coverage and Price Proposals were received from two firms on September 24, 2014. The Coverage Proposals were evaluated by the Selection Committee based on the following criteria:

- Overall Program Design,
- Limits and Coverages per the Coverage Specifications,
- Public Officials’/Employment Practices Liability, and
- Deductibles/Self-Insured Retentions.

Each Selection Committee member evaluated each Coverage Proposal, assigning a raw score for each criterion on a scale of 0 to 10 as follows:

- Outstanding (9–10): depth and quality of response offers significant advantages.
- Superior (7-8): exceeds RFP requirements with no deficiencies.
- Sufficient (5-6): meets RFP requirements with no significant deficiencies.
- Minimal (3-4): meets RFP requirements but contains some significant deficiencies.
- Marginal (1-2): comprehends intent of RFP but contains many significant deficiencies.
- Unsatisfactory (0): requirements not addressed and lack of detail precludes adequate evaluation.

Weighting factors were applied to each of the Selection Committee member’s raw scores for each criterion to arrive at a total weighted score as follows:

<b>Criteria</b>	<b>Weighting Factor (Applied to Raw Score)</b>	<b>Maximum Weighted Points</b>
Overall Program Design	2.5	25
Limits and Coverages per the Coverage Specifications	2.5	25
Public Officials’/Employment Practices Liability	2.5	25

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Deductibles/Self-Insured Retentions	2.5	25
<b>Total Possible Points</b>		<b>100</b>

For each firm’s Coverage Proposal, the individual criteria scores awarded by a particular Selection Committee member were added together to calculate a Coverage Proposal Score for that firm. The maximum Coverage Proposal Score is 100. All of the scores awarded by the Selection Committee members to a particular firm’s Coverage Proposal were added together and averaged to arrive at a Coverage Proposal Score for each firm. The responding firms, their scores and rankings are listed in Table 3 below:

**TABLE 3**

<b>Firm</b>	<b>Coverage Proposal Score</b>	<b>Coverage Proposal Rank</b>
The Safeguard Group, Inc.	73.333	1
Willis of New York, Inc.	38.333	2

After the Coverage Proposal Scores were determined for the two responding firms, the Coverage Proposal Scores were adjusted by a weighting factor of 40%. The Qualifications Proposal Scores and the Interview Scores were each adjusted by a weighting factor of 30%. The maximum point total of all three scores combined is 100. The firms, their scores and rankings are listed in Table 4 below:

**TABLE 4**

<b>Firm</b>	<b>Final Combined Score</b>	<b>Final Rank</b>
The Safeguard Group, Inc.	81.233	1
Willis of New York, Inc.	57.133	2

Price Proposals for both firms which had been kept separate and sealed were then opened on September 29, 2014. The RFP required the firms to provide a breakdown of the Annual Premiums, inclusive of commissions, by each line of business coverage specified in the Scope of Services. The Price Proposal submitted by Willis of New York, Inc. was deemed non-responsive to the RFP requirements.

The Safeguard Group’s proposed Annual Premiums for each line of business coverage, inclusive of commissions, are listed in Table 5 below. Also, The Safeguard Group’s RFP Proposal was provided to the Audit Committee for their review and discussion of limits, coverages and optional considerations.

**TABLE 5**

<b>Coverage</b>	<b>Annual Premium</b>
Administration Package	\$ 32,163.00
Automobile	\$ 30,363.84
Workers Compensation	\$ 93,593.00
Umbrella Liability (\$15M Limit)	\$ 40,461.00
Excess Liability (\$15M Limit)	\$ 15,258.06
Public Officials/Employment Practices/Network Security & Privacy Liability (\$15M Limit)	\$ 223,852.00

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Excess Public Officials /Employment Practices (\$10M Limit)	\$ 81,258.81
Real Estate Property	\$ 75,165.00
Real Estate General Liability	\$ 116,093.00
<b>Total Annual Premiums</b>	<b>\$ 708,207.70</b>

After reviewing their Price Proposal, it was determined that the Annual Premiums proposed by The Safegard Group are fair and reasonable and reflect an approximate 3% reduction in overall cost from the current program. The total premium for the current year is approximately \$729,000 (33% less than the Board approved not to exceed amount as of December 2013). Additionally, the proposed pricing is based on the NJSDA’s current insurable exposures as disclosed in the RFP for each type of coverage; however, insurance premiums are adjustable to account for changes in exposures that occur during the policy term including, but not limited to, fluctuations in NJSDA’s real estate inventory, automobile inventory, business property inventory, including improvements, and audited payroll amounts.

RECOMMENDATION

The Members of the Authority are requested to approve the NJSDA contracting with The Safegard Group for a not to exceed amount of \$2,235,000, or \$745,000 annually, for the placement and servicing of NJSDA’s Business and Real Estate Property and Casualty Insurance Program. The not to exceed amount includes the Annual Premiums listed in Table 5 (\$708,207.70), plus an annual allowance of approximately 5% to account for potential exposure increases during the policy term as discussed above. The contract term is for a total of three (3) years, inclusive of two (2) renewal years.

Prior to execution of the contract, the contract and related documentation being reviewed and approved by the NJSDA Division of Chief Counsel.

/s/ Sean Murphy  
 Sean Murphy, Director, Procurement

/s/ Karon Simmonds  
 Karon Simmonds, Director, Risk Management and Vendor Services

***Resolution—5a.***

Approval of Award  
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**Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA) requires that the Members of the Authority approve contracts for Goods and Services exceeding \$100,000; and

**WHEREAS**, in 2011, the SDA combined its business and real estate property and casualty insurance requirements into a single program and engaged one broker to provide services for the combined program; and

**WHEREAS**, the SDA is again seeking to engage a Broker with the expertise to design a combined program that provides the broadest coverage at the most cost effective price; and

**WHEREAS**, commencing on December 14, 2014, the selected Broker shall be responsible for the placement and servicing of the SDA's Business and Real Estate Property and Casualty Insurance Program and may be consulted to assess and/or procure additional risk and insurance needs as deemed necessary by the SDA (the Services); and

**WHEREAS**, SDA employed a two-step competitive process to obtain the Services and, at its conclusion, it is recommended that the SDA contract with The Safeguard Group as its proposed annual premiums have been determined to be fair and reasonable and to reflect an approximate 3% reduction in overall cost from the current program; and

**WHEREAS**, the details of the procurement process followed are set forth in the memorandum presented to the Board on this date.

**NOW, THEREFORE, BE IT RESOLVED**, that, consistent with the provisions of the memorandum presented to the Board on this date, the Members of the Authority hereby authorize and approve the SDA contracting with The Safeguard Group, for the placement and servicing of the Authority's Business and Real Estate Property and Casualty Insurance Program.

**BE IT FURTHER RESOLVED**, that, prior to execution of the 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, Business and Real Estate Property & Casualty Insurance Program,  
GP-0214-R01, dated November 5, 2014

Dated: November 5, 2014

**REPORT AND RECOMMENDATIONS OF THE SCHOOL REVIEW COMMITTEE**

**CHAIRMAN'S REPORT**

**CONSTRUCTION MANAGER AWARD - GLOUCESTER CITY PUBLIC SCHOOLS - GLOUCESTER CITY  
ELEMENTARY SCHOOL/MIDDLE SCHOOL**



MEMORANDUM

TO: Members of the Authority

FROM: Sean Murphy  
 Director, Procurement

RE: District: Gloucester City Public Schools  
 School: Gloucester City New ES/MS  
 Description: Construction Management Services  
 Package No.: ST-0014-M01  
 Estimated Fee: \$1,350,000  
 Award: \$1,320,000  
 Design-Builder: Terminal Construction Corporation

DATE: November 5, 2014

SUBJECT: Construction Manager Award

INTRODUCTION

I am writing to recommend approval by the Members of the Authority of the award of a contract for Construction Management (CM) Services. This contract is for services to manage the design-build construction of the Gloucester City New ES/MS in the Gloucester City Public School District.

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, Board approval is required for the award of consultant contracts greater than \$100,000. Funding for this engagement is available within the Project Budget, in accordance with the Final Project Charter that was approved by the Members on July 2, 2014.

BACKGROUND

The Gloucester City New ES/MS will be a 122,000 square foot facility to educate 687 students in grades 4 through 8 in the Gloucester City Public School District.

At the July 2, 2014 Board Meeting, the Members of the Authority approved the Final Project Charter and the Award to Terminal Construction Corporation (Terminal) for the Design-Build Services for this project. Subsequently, a NTP was issued to Terminal on August 6, 2014.

PROCUREMENT PROCESS

This package was advertised as a “Price and Other Factors” solicitation beginning on August 8, 2014 on the NJSDA website and on the State of New Jersey Business Opportunities website. In addition, the advertisement was distributed to those firms that are pre-qualified in the area of Construction Management (P029) by both the Department of Treasury-Division of Property Management and Construction and the NJSDA. For this procurement, price was weighted as 40% of the overall weight, and all non-price factors had a combined weight of 60%.

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A Selection Committee consisting of three NJSDA staff members was established.

Firms interested in submitting a proposal were required to send an e-mail giving Notice of Intent to Participate (NOI) by August 18, 2014. NOIs were received from seven (7) prequalified construction management firms. Responsive proposals were received from five (5) firms by September 3, 2014. Qualifications and Technical Proposals were evaluated by the Selection Committee. Evaluations were based upon the information provided by the firms in response to the RFQ/RFP for this project. The three committee members evaluated the Qualifications and Technical Proposals for Construction Management Services separately based on the following criteria:

- Responsive Firm’s CM Experience on Similarly Sophisticated Projects
- Staffing Proposal
- Key Team Members’ Experience on Similarly Sophisticated Projects
- Approach to Project

Each Selection Committee member evaluated each Qualifications and Technical Proposal, assigning a raw score for each criterion on a scale of 0 to 10 as follows:

- Outstanding (9-10): depth and quality of response offers significant advantages.
- Superior (7-8): exceeds RFQ/RFP requirements with no deficiencies.
- Sufficient (5-6): meets RFQ/RFP requirements with no significant deficiencies.
- Minimal (3-4): meets RFQ/RFP requirements but contains some significant deficiencies.
- Marginal (1-2): comprehends intent of RFQ/RFP but contains many significant deficiencies.
- Unsatisfactory (0): requirements not addressed and lack of detail precludes adequate evaluation.

Weighting factors were applied to each of the Selection Committee member’s raw scores for each criterion to arrive at a total weighted score as follows:

Criteria	Weighting Factor (Applied to Raw Score)	Maximum Weighted Points
Responsive Firm’s CM Experience on Similarly Sophisticated Projects	2.0	20
Staffing Proposal	3.0	30
Key Team Members’ Experience on Similarly Sophisticated Projects	3.0	30
Approach to Project	2.0	20
<b>Total Possible Points</b>		<b>100</b>

For each firm’s Qualifications and Technical Proposal, the individual criteria scores awarded by a particular Selection Committee member were added together to calculate a score for that Qualifications and Technical Proposal. The maximum score for a Qualifications and Technical Proposal is 100. All of the scores awarded by the Selection Committee members to a particular firm’s Qualifications and Technical Proposal were added together and averaged to arrive at a Final Qualifications and Technical Proposal Score for each firm. The responsive firms, their scores and ranks are listed in Table 1 below:

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**TABLE 1**

<b>Firm</b>	<b>Final Qualifications and Technical Proposal Score</b>	<b>Qualifications and Technical Proposal Rank</b>
STV Construction, Inc.	70.333	1
GREYHAWK North America, LLC	69.000	2
Epic Management, Inc.	66.000	3
Joseph Jingoli & Son, Inc.	64.667	4
The McCloud Group, LLC	50.333	5

The RFQ/RFP stipulated that a shortlist of the six (6) highest-ranked firms would be determined based on the Final Qualifications and Technical Proposal Scores. Since fewer than six (6) firms submitted proposals, all five (5) responding firms were shortlisted. The shortlisted firms participated in interviews with the Selection Committee on September 24, 2014. The interviews allowed the firms to expand and detail their firm and team experience with respect to NJSDA requirements for construction management services. The Selection Committee interviewed each of the shortlisted firms and evaluated each firm on Interview Criteria and Weighting Factors that were the same as those used in the evaluation of the Qualifications and Technical Proposals, as detailed above.

The individual criteria scores awarded by a particular Selection Committee member were added together to calculate an Interview Score for that firm. The maximum Interview Score is 100. All of the Interview Scores awarded to a particular firm by the Selection Committee members were added together and averaged to arrive at a Final Interview Score for each firm. The shortlisted firms, their scores and ranks are listed in Table 2 below:

**TABLE 2**

<b>Firm</b>	<b>Final Interview Score</b>	<b>Interview Rank</b>
Epic Management, Inc.	77.333	1
GREYHAWK North America, LLC	76.333	2
STV Construction, Inc.	71.667	3
Joseph Jingoli & Son, Inc.	62.333	4
The McCloud Group, LLC	44.000	5

The Final Interview Score for each shortlisted firm was added to the Final Qualifications and Technical Proposal Score for such firm, and the two scores were averaged to arrive at a Non-Price Score for each shortlisted firm. The maximum Non-Price Score is 100. The shortlisted firms, their scores and ranks are listed in Table 3 below:

**TABLE 3**

<b>Firm</b>	<b>Non-Price Score</b>	<b>Non-Price Rank</b>
GREYHAWK North America, LLC	72.667	1
Epic Management, Inc.	71.667	2
STV Construction, Inc.	71.000	3
Joseph Jingoli & Son, Inc.	63.500	4
The McCloud Group, LLC	47.167	5

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Once all the Non-Price Scores for all shortlisted firms were calculated, the NJSDA opened the sealed Price Proposals and reviewed them for responsiveness. The Price Proposals were publicly opened on September 25, 2014 and the bids were read aloud as required by law.

The lowest responsive Price Proposal was awarded the maximum number of points for the price component, which is 100. All other Price Proposals were awarded points based on the percentage that each proposal exceeded the lowest bid.

The results of the NJSDA’s review of the Price Proposals are listed in Table 4 below:

**TABLE 4**

<b>Firm</b>	<b>Bid Price</b>	<b>Price Score</b>	<b>Price Rank</b>
The McCloud Group, LLC	\$1,175,655.29	100.000	1
Joseph Jingoli & Son, Inc.	\$1,205,770.00	97.438	2
Epic Management, Inc.	\$1,318,005.00	87.892	3
GREYHAWK North America, LLC	\$1,320,000.00	87.722	4
STV Construction, Inc.	\$1,345,277.00	85.572	5

After the Price Scores were determined for all shortlisted firms, the Price Scores were adjusted by a weighting factor of 40%. The Non-Price Scores for “Other Factors” criteria were adjusted by a weighting factor of 60%. The Price Score and Non-Price Score for each shortlisted firm were added together for a Final Combined Score. The maximum Final Combined Score is 100. The Final Combined Scores and Final Rankings are listed in Table 5 below:

**TABLE 5**

<b>Firm</b>	<b>Raw Non-Price Score</b>	<b>Weighted Non-Price Score</b>	<b>Raw Price Score</b>	<b>Weighted Price Score</b>	<b>Final Combined Score</b>	<b>Final Rank</b>
GREYHAWK North America, LLC	72.667	43.600	87.722	35.089	78.689	1
Epic Management, Inc.	71.667	43.000	87.892	35.157	78.157	2
Joseph Jingoli & Son, Inc.	63.500	38.100	97.438	38.975	77.075	3
STV Construction, Inc.	71.000	42.600	85.572	34.229	76.829	4
The McCloud Group, LLC	47.167	28.300	100.000	40.000	68.300	5

The highest ranked firm was GREYHAWK North America, LLC (GREYHAWK).

The bid submitted by GREYHAWK was less than the NJSDA estimate. In order to ensure the firm’s Price Proposal is inclusive of all scope elements, a conference was conducted on September 26, 2014 with Procurement, Program Operations, Contract Management Division, Division of Chief Counsel and GREYHAWK to review the bid. At the time of the review, GREYHAWK confirmed that its Price Proposal is inclusive of all scope elements contained in the Contract Documents.

The Program Operations Director and the Contract Management Director recommend award of the project to GREYHAWK.

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RECOMMENDATION

The Members are requested to approve the award of a contract to the firm with the highest Final Combined Score, GREYHAWK North America, LLC, in the amount of \$1,320,000 for Construction Management Services for the Gloucester City New ES/MS located in the Gloucester City Public School District.

Prior to execution of the contract, the contract and related documentation will be reviewed and approved by the NJSDA Division of Chief Counsel.

/s/ Sean Murphy  
Sean Murphy, Director, Procurement

**Resolution—6a.**

Construction Manager Award

District: Gloucester City Public Schools  
 School: Gloucester City New ES/MS  
 Description: Construction Management Services  
 Package No.: ST-0014-M01  
 Estimated Fee: \$1,350,000  
 Award: \$1,320,000  
 Design-Builder: Terminal Construction Corporation

**Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA) requires that the Members of the Authority approve the award of consultant contracts greater than \$100,000; and

**WHEREAS**, the Gloucester City New ES/MS will be a 122,000 square foot facility to educate 687 students in grades 4 through 8 in the Gloucester City Public School District; and

**WHEREAS**, on July 2, 2014, the Members of the Authority approved the Final Project Charter and Award to Terminal Construction Corporation (Terminal) for design-build services for this project and a Notice to Proceed was issued to Terminal on August 6, 2014; and

**WHEREAS**, a procurement for construction management services was advertised as a “Price and Other Factors” solicitation beginning on August 8, 2014; and

**WHEREAS**, the details of the procurement process are set forth in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, upon completion of the procurement process, the program operations director and contract management director and executive management recommend the award of a contract in the amount of \$1,320,000 for construction management services for the new Gloucester City New ES/MS project to the highest ranked firm, GREYHAWK, North America, LLC; and

**WHEREAS**, funding for this engagement is available within the Project Budget, in accordance with the Final Project Charter that was approved by the Members on July 2, 2014.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the award of a contract in the amount of \$1,320,000 to GREYHAWK North America, LLC, for Construction Management Services for the Gloucester City New ES/MS located in the Gloucester City Public School District.

**BE IT FURTHER RESOLVED**, that, prior to execution of the contract, the contract and related documentation will 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, Construction Manager Award, GREYHAWK North America, LLC,  
(Package No.: ST-0014-M01), Gloucester City Public School District, dated November  
5, 2014

Dated: November 5, 2014

**DESIGN-BUILD AWARD AND APPROVAL OF FINAL PROJECT CHARTER - ELIZABETH SCHOOL  
DISTRICT - NEW ELEMENTARY SCHOOL**



**MEMORANDUM**

TO: Members of the Authority

FROM: Sean Murphy  
 Director, Procurement  
 Corrado Minervini  
 Program Director, Program Operations

RE: District: Elizabeth School District  
 School: New Elementary School  
 Description: Design-Build  
 Package No.: EL-0042-B01  
 CCE: \$42,968,000  
 Award: \$44,456,800  
 CM: TBD

DATE: November 5, 2014

SUBJECT: Design-Build Award and Approval of Final Project Charter

**INTRODUCTION**

We are writing to recommend approval by the Members of the Authority of the award of a contract in the amount of \$44,456,800 to Torcon, Inc.<sup>1</sup> for Design-Build services for the New Elementary School (Elizabeth New ES) in the Elizabeth School District.

The Design-Build Team will complete the design for the facility utilizing SDA-developed schematic design documents and will also provide construction and construction administration services, including securing of all required permits and approvals, for a new school facility for grades 2 through 8. The form of contract for this engagement is a Design-Build contract with the general contractor as the lead and with relevant trades and design disciplines serving in sub-contractor and sub-consultant roles.

We are also recommending approval by the Members of the attached Final Project Charter representing the project budget inclusive of dollar values for the award of the design-build package.

Pursuant to the SDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, Board approval is required for the award of construction contracts greater than \$500,000 and for the approval of the Final Project Charter.

**BACKGROUND**

The Elizabeth New ES will be a 140,000 square foot facility to educate 880 students in grades 2 through 8 in the Elizabeth School District. The new school is to be constructed to share a site with the existing William Halloran PS No. 22 School.

At the March 7, 2012 NJSDA Board Meeting, the Members approved the Authority’s 2012 Capital Plan. That Plan identified an Elizabeth elementary school grade level project addressing high priority educational needs that required further discussion with the District. Upon inclusion of the project in the Capital Plan, review and

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<sup>1</sup> Torcon listed the following subcontractors for the required trades in its Price Proposal: The Barham Group, LLC (HVAC), Sal Electric Co., Inc. (Electrical), Galdi Mechanicals Corp. (Plumbing), and B&B Iron Works, Inc. (Structural Steel & Ornamental Iron). Torcon also listed a design consultant team lead by USA Architects, Planners + Interior Designers, PA (Architecture), and including Strunk-Albert Engineering (HVAC Engineering, Electrical Engineering, and Plumbing Engineering), T.Y. Lin International (Civil Engineering), Consulting Engineers Collaborative, Inc. (Structural Engineering), and Matrix New World Engineering, Inc. (Environmental Engineering).

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validation activities were completed by the District, Department of Education (DOE) and NJSDA which served to inform the Preliminary Project Charter for the construction of a New ES that was approved by the Members of the Authority at the July 2, 2013 Board Meeting.

Following approval of the Preliminary Project Charter, SDA staff developed Schematic Design Documents which were approved by the District and DOE, and, with the assistance of the engaged Site Environmental Consultant, developed bridging documents to support procurement of a Design-Builder.

A Construction Management firm (CM) will be engaged to manage the construction phase of the Elizabeth New ES project. These services will be procured during the second quarter of 2015.

**PROCUREMENT PROCESS**

This package was advertised as a design-build solicitation on June 9, 2014 on the SDA website, NJ State website, and in selected newspapers for interested firms to participate in the bidding process. For this procurement, “Price” is weighted as more important than all “Other Factors,” with price equaling 60% of the overall weight, and all non-price factors having a combined weight of 40%.

A mandatory pre-bid conference was held on June 23, 2014.

In accordance with regulations, the SDA employed a two-step process for this procurement. The first step required interested bidders to submit a Project Rating Proposal, which was used by the SDA to determine each bidder’s Project Rating Limit, or maximum amount that a bidder may bid, for the project. Project Rating Proposals were received by July 1, 2014. Bidders were evaluated based on the largest of four projects completed in the past seven years, safety records as well as reference checks. Based on evaluation of the information submitted, nine (9) bidders received a Project Rating Limit.

The Project Rating Limits resulting from the Project Rating Evaluations are listed in Table 1 below:

**TABLE 1**

<b>Firm</b>	<b>Project Rating Limit</b>
Dobco, Inc.	\$100,860,000
Epic Management, Inc.	\$282,230,000
Ernest Bock & Sons, Inc.	\$130,481,150
Hall Building Corporation	\$ 47,384,388
Joseph A Natoli Construction Corporation	\$ 97,336,260
Patock Construction Company, Inc.	\$ 61,717,772
Prismatic Development Corporation	\$110,600,000
Terminal Construction Corporation	\$212,681,000
Torcon, Inc.	\$223,440,000

The second step of the process required the bidders to simultaneously submit a Technical Proposal and a sealed Price Proposal. In advance of submission of Technical and Price Proposals, Bidders were permitted to submit questions seeking clarification of the procurement documents, until August 18, 2014. Addenda responses to Bidder Questions were issued to the bidders on July 9, July 30, August 6, August 20, September 8 and September 9, 2014.

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Technical and Price Proposals were received on September 19, 2014 from six (6) bidders. The Technical Proposal provided information regarding the bidder’s past experience and qualifications as well as the bidder’s overall approach to the project and to the Design portion of the project. Interviews were held with each of the six (6) Design-Build teams at SDA offices in Trenton on October 1, 2014 affording members of the Selection Committee an opportunity to obtain any additional information from each team as needed to complete their evaluations of the Technical Proposals.

Members of the Selection Committee, comprised of two (2) SDA Program Operations representatives and one (1) Elizabeth School District representative, were responsible for independently evaluating and scoring the Technical Proposal submittals with respect to the non-price evaluation criteria. The proposals were evaluated by the Selection Committee members based on the following criteria:

- Design-Builder’s experience on similar projects
- Experience of Design-Builder’s Design Consultant on similar projects
- Design-Builder’s prior affirmative action experience
- Approach to Project
- Approach to Schedule
- Approach to LEED requirements

Each Selection Committee member evaluated each Technical Proposal, assigning a raw score for each criterion on a scale of 0 to 10 as follows:

- 9 - 10 points - outstanding response - offers significant advantages.
- 7 - 8 points - superior response - exceeds requirements with no deficiencies.
- 5 - 6 points - sufficient response - meets the requirements with no significant deficiencies.
- 3 - 4 points - minimal response - meets the requirements but contains some significant deficiencies.
- 1 - 2 points - marginal response - comprehends requirements, but contains many significant deficiencies.
- 0 points - unsatisfactory response - requirements not addressed and lack of detail precludes adequate evaluation.

Weighting factors were then applied to each of the Selection Committee member’s raw scores for each criterion to arrive at a total weighted score as follows in Table 2 below:

**TABLE 2**

Criteria	Weighting Factor (Applied to Raw Score)	Maximum Weighted Points
Design-Builder’s experience on similar projects	2.5	25
Experience of Design-Builder’s Design Consultant on similar projects	1.5	15
Design-Builder’s prior affirmative action experience	0.5	5
Approach to Project	3.0	30
Approach to Schedule	1.0	10
Approach to LEED requirements	1.5	15
<b>Total Possible Points</b>		<b>100</b>

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 Elizabeth New ES – Design-Build  
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For each Technical Proposal, the individual criteria scores awarded by a particular Selection Committee member were added together to calculate a Total Non-Price score for that Technical Proposal. The maximum Total Non-Price Score is 100. All of the Total Non-Price Scores awarded to a Technical Proposal by the Selection Committee members were added together and averaged to arrive at a Final Non-Price Score for each Technical Proposal.

The results of the Selection Committee’s review of the Technical Proposals are listed in Table 3 below:

**TABLE 3**

<b>Contractor</b>	<b>Raw Non-Price Score</b>	<b>Non-Price Rank</b>
Torcon, Inc.	74.767	1
Terminal Construction Corporation	71.833	2
Ernest Bock & Sons, Inc.	68.933	3
Patock Construction Company, Inc.	66.767	4
Epic Management, Inc.	58.100	5
Dobco, Inc.	57.433	6

Once all the Technical Proposals were scored, the Authority opened the sealed Price Proposals and reviewed them for responsiveness. The Price Proposals were publicly opened on October 3, 2014 and the bids were read aloud as required by law.

The lowest responsive Price Proposal was awarded the maximum number of points for the price component, which is 100. All other Price Proposals were awarded points based on the percentage that each proposal exceeded the lowest bid.

The results of the SDA’s review of the Price Proposals are listed in Table 4 below:

**TABLE 4**

<b>Contractor</b>	<b>Bid Amount</b>	<b>Raw Price Score</b>	<b>Price Rank</b>
Patock Construction Company, Inc.	\$42,977,700.00	100.000	1
Epic Management, Inc.	\$43,227,000.00	99.420	2
Torcon, Inc.	\$44,456,800.00	96.558	3
Ernest Bock & Sons, Inc.	\$46,585,000.00	91.607	4
Dobco, Inc.	\$47,000,000.00	90.641	5
Terminal Construction Corporation	\$48,500,000.00	87.151	6

Before being combined with the non-price scores, the price scores for all bidders were adjusted by a weighting factor of 60%, and the scores for the non-price “Other Factors” criteria were adjusted by a 40% weighting factor.

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The combined scores and final rankings are listed in Table 5 below:

**TABLE 5**

<b>Contractor</b>	<b>Raw Non-Price Score</b>	<b>Weighted Non-Price Score</b>	<b>Raw Price Score</b>	<b>Weighted Price Score</b>	<b>Combined Score</b>	<b>Final Rank</b>
Torcon, Inc.	74.767	29.907	96.558	57.935	87.842	1
Patock Construction Company, Inc.	66.767	26.707	100.000	60.000	86.707	2
Epic Management, Inc.	58.100	23.240	99.420	59.652	82.892	3
Ernest Bock & Sons, Inc.	68.933	27.573	91.607	54.964	82.537	4
Terminal Construction Corporation	71.833	28.733	87.151	52.291	81.024	5
Dobco, Inc.	57.433	22.973	90.641	54.385	77.358	6

The highest ranked bidder was Torcon, Inc.

The bid submitted by Torcon was above the CCE. In order to understand the differential between the CCE and the bid price and to ensure the contractor’s price proposal was inclusive of all scope elements, a conference was conducted on October 7, 2014 with Procurement, Program Operations, Contract Management Division and Torcon to review the bid. The discussion verified that Torcon had included all work per the scope of the project and identified variances between the NJSDA’s CCE and Torcon’s price proposal in several areas, with the majority of the overall variance representing costs related to Electrical, Communications, Security Systems and General Requirements. At the time of review, Torcon confirmed that its price proposal was inclusive of all scope elements contained in the Contract Documents.

The Program Operations Deputy Director, the Program Operations Director, the Contract Management Deputy Director and the Contract Management Director recommend award of the project to Torcon.

**FINAL PROJECT CHARTER**

The attached Final Project Budget represents the project budget inclusive of actual dollar values for the award of the Design-Build contract, current estimates for all project scope elements inclusive of estimated costs for future scope elements such as FF&E, technology and appropriate contingencies. Additionally, the budget is inclusive of expenditures for Predesign services and SDA Staff costs for both design and project management. The project budget of \$55.3 million in the Final Project Charter represents an increase of approximately \$0.5 million from the Board approved Preliminary Project Charter due to increased estimated costs related to Furniture, Fixtures & Equipment and Technology fit-out for the project. This increase is due to a refinement of the budgeted cost per square foot allocated for these line items based upon updated, actual project experience.

**RECOMMENDATION**

The Members of the Authority are requested to approve the award of a contract to the highest ranked bidder, Torcon, Inc., for Contract No. EL-0042-B01 in the amount of \$44,456,800. Prior to execution of the contract, the contract and related documentation will be reviewed and approved by the SDA Division of Chief Counsel.

The Members of the Authority are also requested to approve the attached Final Project Charter representing all expended and projected funds necessary for completion of the project.

/s/ Sean Murphy  
 Sean Murphy, Director, Procurement  
/s/ Corrado Minervini  
 Corrado Minervini, Program Director, Program Operations



## New Jersey Schools Development Authority Project Charter - Milestones & Delivery Method

<b>Charter Date</b>
11/05/14

<b>District / Project Name:</b>	Elizabeth / New Elementary School
<b>DOE # / Project #:</b>	1320-N20-13-0AEG

<b>Project Milestones</b>	<b>Date</b>
<b>School Occupancy Date</b>	08/18/17

<b>DELIVERY METHOD</b>	<b>Design/Build</b>
------------------------	---------------------

<u>Real Estate Services</u>	Start	Est.	Act.	Finish	Est.	Act.
Feasibility	08/30/12	<input type="checkbox"/>	<input checked="" type="checkbox"/>	05/16/13	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Site Investigations	03/08/13	<input type="checkbox"/>	<input checked="" type="checkbox"/>	05/23/14	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Site Acquisition	N/A	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Relocation	N/A	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Demolition	N/A	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Early Site Package	N/A	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Deed Restriction Required?</b>	Yes	<b>Date</b>				
District Notified?	Yes	12/19/13	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Classification Exception Area?	N/A					
District Notified?	N/A		<input type="checkbox"/>	<input type="checkbox"/>		

**Special Considerations**

<u>Design:</u>	Date	Est.	Act.	Start	Est.	Act.	Finish	Est.	Act.
Design Start (NTP)	07/26/13	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
Design Restart (if applicable)	N/A	<input type="checkbox"/>	<input type="checkbox"/>						
Program Concept Phase	07/26/13	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10/18/13	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Schematic Design	09/24/13	<input type="checkbox"/>	<input checked="" type="checkbox"/>	08/22/14	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Bridging Documents	12/13/13	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06/09/14	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Design-Build Bid/Award	06/09/14	<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/28/14	<input type="checkbox"/>	<input checked="" type="checkbox"/>	x	<input type="checkbox"/>	<input type="checkbox"/>
Design-Build NTP	11/29/14	<input checked="" type="checkbox"/>	<input type="checkbox"/>	12/19/14	<input type="checkbox"/>	<input checked="" type="checkbox"/>	x	<input type="checkbox"/>	<input type="checkbox"/>
Design Build Design	12/19/14	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10/01/15	<input type="checkbox"/>	<input checked="" type="checkbox"/>	x	<input type="checkbox"/>	<input type="checkbox"/>

**Special Considerations**

<u>Construction:</u>	Date	Est.	Act.
Construction Start (NTP)	10/02/15	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Substantial Completion (TCO)	05/24/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
School Occupancy Date	08/18/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Title Transfer	09/18/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final Completion (C of O)	08/21/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Post Occupancy Walk Through	04/19/18	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Project Close-Out	05/17/18	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Special Considerations**

The above schedule information is based on the SDA's schedule for project completion consistent with the contract requirements for the Design-Build engagement. Adjustments to the Charter schedule may be made after review and approval of the Design-Builder awardee's proposed project schedule.

<b>New Jersey Schools Development Authority Project Charter - Project Budget</b>		<b>Charter Date</b>
		11/05/14
<b>District / Project Name:</b> Elizabeth / New Elementary School		
<b>DOE # / Project #:</b> 1320-N20-13-0AEG		
<b>2012 Capital Plan Funding Allocation</b>	<b>\$</b>	<b>54,788,531</b>
<b>Special Considerations:</b>		
The Project Budget is based upon the award amount for the Design-Build engagement, current estimates for all project scope elements and estimated costs for future scope elements.		
<b>Project Budget:</b>		
<b>Gross Building Area (GSF):</b>		<b>Grossing Factor:</b>
New	140,000	<b>1.55</b>
Addition	0	
Renovation	0	
<b>Total Gross Building Area (GSF):</b>	<b>140,000</b>	
<b>Estimated Building Cost / GSF</b>		
New Construction Cost/GSF	\$274.01	
Renovation Cost/GSF		
<b>Design-Builder Costs</b>		
Design	\$1,900,000	
Building Costs	\$38,361,800	
Site Costs	\$4,195,000	
Demolition	\$0	
E-Rate (If separately bid)	\$0	
Cost Escalation months at 5 % per year	\$0	
Construction Contingency	\$2,446,358	
<b>Total Construction Costs</b>	<b>\$46,903,158</b>	
<b>Pre-Development Costs:</b>		
Consultant Services/Fees	\$ 736,000	
Early Site Package (Demolition/Remediation)	\$0	
Land Acquisition	\$0	
Relocation	\$0	
Property Maintenance/Carry Costs	\$0	
<b>Total Pre-Development Costs</b>	<b>\$736,000</b>	
<b>Other Costs:</b>		
Design		
Prior Design Services	\$0	
In-House Design	\$717,762	
Project Management (SDA Staff)	\$1,391,000	
PMF/CM	\$1,375,000	
FF&E	\$1,750,000	
Technology	\$1,650,000	
Commissioning	(Provided by DB)	
Temporary Space	\$0	
Other Costs	\$789,660	
<b>Total Other Costs</b>	<b>\$7,673,422</b>	
<b>Other Funding Sources</b>		
Rebates & Refunds	\$0	
District Local Share Funds	\$0	
<b>Total Other Funding Sources</b>	<b>\$0</b>	
<b>Total Project Budget</b>	<b>\$55,312,580</b>	
<b>Funding from Prior Allocation</b>	<b>\$0</b>	
<b>Funding from 2012 Capital Plan</b>	<b>\$55,312,580</b>	

**New Jersey Schools Development Authority  
Project Charter - Budget Variance**

**Charter Date**  
11/05/14

**District / Project Name:** Elizabeth / New Elementary School  
**DOE # / Project #:** 1320-N20-13-0AEG

**Project Budget:**

	Preliminary Charter 07/02/13	Current Budget	VARIANCE Fav/(Unfav)
Grossing Factor:	1.55	1.55	0.00
Gross Building Area (GSF):	133,161	140,000	(6,839)
		0	
		0	
<b>Total Gross Area (GSF):</b>	<b>133,161</b>	<b>140,000</b>	<b>(6,839)</b>
<b>Design-Builder Costs</b>			
Design	\$2,395,557	\$1,900,000	\$495,557
Building Costs	\$35,285,972	\$38,361,800	(\$3,075,828)
Site Costs	\$4,989,524	\$4,195,000	\$794,524
Demolition	\$0	\$0	\$0
E-Rate (If separately bid)	\$0	\$0	\$0
Cost Escalation	\$0	\$0	\$0
Design Contingency	\$4,232,105	\$0	\$1,785,747
Construction Contingency	\$0	\$2,446,358	(\$2,446,358)
<b>Total Construction Costs</b>	<b>\$46,903,158</b>	<b>\$46,903,158</b>	<b>\$0</b>
<b>Pre-Development Costs:</b>			
Consultant Services/Fees	\$472,000	\$736,000	(\$264,000)
Early Site Package (Demolition/Remediation)	\$500,000	\$0	\$500,000
Land Acquisition	\$0	\$0	\$0
Relocation	\$0	\$0	\$0
Property Maintenance/Carry Costs	\$0	\$0	\$0
<b>Total Pre-Development Costs</b>	<b>\$972,000</b>	<b>\$736,000</b>	<b>\$236,000</b>
<b>Other Costs:</b>			
Design			
Prior Design Services	\$0	\$0	\$0
In-House Design	\$717,762	\$717,762	\$0
Project Management (SDA Staff)	\$1,587,000	\$1,391,000	\$196,000
PMF/CM	\$1,320,000	\$1,375,000	(\$55,000)
FF&E	\$1,318,289	\$1,750,000	(\$431,711)
Technology	\$1,171,812	\$1,650,000	(\$478,188)
Commissioning	(Provided by DB)	(Provided by DB)	\$0
Temporary Space	\$0	\$0	\$0
Other Costs	\$798,510	\$789,660	\$8,850
<b>Total Other Costs</b>	<b>\$6,913,373</b>	<b>\$7,673,422</b>	<b>(\$760,049)</b>
<b>Other Funding Sources</b>			
Rebates & Refunds	\$0	\$0	\$0
District Local Share Funds	\$0	\$0	\$0
<b>Total Other Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Project Budget</b>	<b>\$54,788,531</b>	<b>\$55,312,580</b>	<b>(\$524,049)</b>
<b>Funding from Prior Allocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding from 2012 Capital Plan</b>	<b>\$54,788,531</b>	<b>\$55,312,580</b>	<b>(\$524,049)</b>

**Budget Variance Analysis:**

The budget increase is due to increased estimated costs related to Furniture, Fixtures & Equipment and Technology fit-out for the project. This increase is due to a refinement of the budgeted cost per square foot allocated for these line items based upon updated, actual project history.

**Schedule Variance Analysis:**

***Resolution—6b.***

Design-Build Award and Approval of Final Project Charter

District: Elizabeth School District  
 School: New Elementary School  
 Description: Design-Build  
 Package No.: EL-0042-B01  
 CCE: \$42,968,000  
 Award: \$44,456,800  
 CM: TBD

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA) requires that the Members of the Authority approve the award of construction contracts greater than \$500,000 and Final Project Charters; and

**WHEREAS**, the Elizabeth New ES (the Project) will be a 140,000 square foot facility to educate 880 students in grades 2 through 8 in the Elizabeth School District (District) and will share a site with the existing William Halloran PS No. 22 School; and

**WHEREAS**, in March 2012, the Members of the Authority approved the SDA’s 2012 Capital Plan which identified an Elizabeth elementary school grade level project addressing high priority educational needs that required further discussion with the District; and

**WHEREAS**, upon inclusion of the Project in the Capital Plan, review and validation activities were completed by the District, Department of Education (DOE) and SDA which served to inform the Preliminary Project Charter for the construction of a New ES that was approved by the Members of the Authority in July 2013; and

**WHEREAS**, following approval of the Preliminary Project Charter, SDA staff developed Schematic Design Documents which were approved by the District and DOE and, with the assistance of the engaged Site Environmental Consultant, developed bridging documents to support procurement of a Design-Builder; and

**WHEREAS**, the package was advertised as a design-build solicitation on June 9, 2014 with price weighted as 60% of the overall weight, and all non-price factors with a combined weight of 40%; and

**WHEREAS**, the background of the Project, the procurement process followed and specifics of the proposed Final Project Charter are set forth in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, the Program Operations Deputy Director and Director and the Contract Management Deputy Director and Director recommend that the Board approve award of the contract to Torcon, Inc. in the amount of \$44,456,800 for design-build services; and

**WHEREAS**, SDA executive management further recommends that the Members of the Authority approve the Final Project Charter presented to the Board, representing the project budget inclusive of actual dollar values for the award of the design-build contract, inclusive of those costs as set forth with specificity in the memorandum presented to the Board on this date.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the award of a contract in the amount of \$44,456,800 to the highest ranked bidder, Torcon, Inc., (Contract No. EL-0042-B01).

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

**BE IT FURTHER RESOLVED**, that the Members of the Authority authorize and approve the Final Project Charter as presented to the Board on this date, representing all expended and projected funds necessary for completion of the project.

**BE IT FURTHER RESOLVED**, 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, Design-Build Award and Approval of Final Project Charter, New Elizabeth Elementary School Project, (Package No. EL-0042-B01), Elizabeth School District, dated November 5, 2014

Dated: November 5, 2014

**APPROVAL OF AWARD -PACKAGE NO. GP-0217-R01 - STATE WIDE RELOCATION CONSULTANT SERVICES**



## MEMORANDUM

6

TO: Members of the Authority

FROM: Sean Murphy  
Director, Procurement

DATE: November 5, 2014

SUBJECT: Approval of Award  
Package No. GP-0217-R01  
State-Wide Relocation Consultant Services

### INTRODUCTION

The NJSDA previously procured state-wide relocation consultant services in 2003, 2005 and 2011. Since the current task order contract will expire in December 2014, the Members of the Authority are requested to approve the award of a contract to a firm with relevant experience and qualifications to successfully perform the required relocation services. Specific work assignments under the contract will be made by way of “task order” on an as needed basis. The term of agreement for this contract is three years. For any assignment(s) accepted during the term of the agreement, the firm will be allowed to complete the particular assignment(s), even if extending beyond the term of the agreement. The contract will have a not-to-exceed amount of \$3,000,000.

When the Authority initially engages the consultant to perform relocation services, the consultant is required to submit to the Authority a budget proposal for the project assignment based upon the expected number of hours required for the various relocation services and the hourly rates contained in the contract. All such proposals are subject to Authority review and approval. The relocation consultant is responsible for completing all required services for any such project assignments in accordance with applicable laws and regulations governing relocation assistance.

### PROCUREMENT PROCESS

In accordance with NJSDA regulations, the NJSDA employed a single-step process for this procurement, but retained the option to conduct interviews with the three (3) highest-ranked firms.

The RFP was advertised beginning on August 21, 2014 on the NJSDA website and the New Jersey State website.

A selection committee consisting of three NJSDA staff members was established.

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Firms interested in submitting a proposal were required to send an e-mail giving Notice of Intent to Participate (NOI) by September 3, 2014. NOIs were received from eleven (11) firms. Responsive proposals were received from three (3) firms by September 17, 2014. The Technical Proposals were evaluated by the Selection Committee based on the following criteria:

- Firm Relevant Experience Providing Relocation Services (Case Studies);
- Qualifications & Relevant Experience of Key Team Members;
- Approach to Providing the Scope of Services; and
- Approach to Scheduling and Budget.

Each Selection Committee member evaluated each Technical Proposal, assigning a raw score for each criterion on a scale of 0 to 10 as follows:

- Outstanding (9–10): depth and quality of response offers significant advantages.
- Superior (7-8): exceeds RFP requirements with no deficiencies.
- Sufficient (5-6): meets RFP requirements with no significant deficiencies.
- Minimal (3-4): meets RFP requirements but contains some significant deficiencies.
- Marginal (1-2): comprehends intent of RFP but contains many significant deficiencies.
- Unsatisfactory (0): requirements not addressed and lack of detail precludes adequate evaluation.

Weighting factors were applied to each of the Selection Committee member’s raw scores for each criterion to arrive at a total weighted score as follows:

Criteria	Weighting Factor (Applied to Raw Score)	Maximum Weighted Points
Firm Relevant Experience Providing Relocation Services (Case Studies)	4.0	40
Qualifications & Relevant Experience of Key Team Members	2.0	20
Approach to Providing the Scope of Services	2.0	20
Approach to Scheduling and Budget	2.0	20
<b>Total Possible Points</b>		<b>100</b>

For each firm’s Technical Proposal, the individual criteria scores awarded by a particular Selection Committee member were added together to calculate a Technical Proposal Score for that firm. The maximum Technical Proposal Score is 100. All of the scores awarded by the Selection Committee members to a particular firm’s Technical Proposal were added together and averaged to arrive at a Technical Proposal Score for each firm. The responsive firms, their

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 State-Wide Relocation Consultant Services  
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scores and rankings are listed in Table 1 below:

**TABLE 1**

<b>Firm</b>	<b>Technical Proposal Score</b>	<b>Technical Proposal Rank</b>
O. R. Colan Associates	70.667	1
Johnson, Mirmiran & Thompson, Inc.	54.000	2
Percheron Field Services, LLC	48.000	3

Members of the Selection Committee were satisfied that the information contained within the Technical Proposals was sufficient for their evaluations and determined that interviews would not be necessary. Accordingly, the Technical Proposal Rank became the Final Rank.

Fee Proposals for all three (3) firms which had been kept separate and sealed were then opened on September 29, 2014. The fee schedule requested firms to list appropriate job titles and loaded hourly staff rates for those positions. The proposed loaded hourly staff rates are listed in Tables 2 to 4 below:

**TABLE 2**

<b>O. R. Colan Associates</b>			
<b>Job Title</b>	<b>Loaded Hourly Staff Rate</b>		
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
ORC Corporate Executive	\$160.00	\$165.00	\$170.00
ORC Program Manager	\$185.00	\$190.00	\$196.00
ORC Project/QC Manager	\$150.00	\$155.00	\$159.00
ORC Relocation Specialist	\$130.00	\$134.00	\$138.00
ORC Relocation Trainee	\$ 95.00	\$ 98.00	\$101.00
ORC Translator	\$ 80.00	\$ 82.50	\$ 85.00
ORC Administrative Assistant	\$ 75.00	\$ 77.00	\$ 79.00
ORC Technical Advisor	\$190.00	\$196.00	\$201.00
LSEA Translator	\$ 75.00	\$ 77.25	\$ 79.57
LSEA Market Specialist	\$110.00	\$113.30	\$116.70
LSEA Relocation Trainee	\$ 62.25	\$ 64.12	\$ 66.04
LSEA Clerical	\$ 49.80	\$ 51.29	\$ 52.83
Brantley Inventory Specialist	\$175.00	\$185.00	\$200.00
QWIC Community Liaison	\$135.00	\$139.05	\$143.22
QWIC Meeting Coordinator	\$ 79.00	\$ 82.95	\$ 87.10

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**TABLE 3**

<b>Johnson, Mirmiran &amp; Thompson, Inc.</b>	
<b>Job Title</b>	<b>Loaded Hourly Staff Rate</b>
Program Manager	\$115.00
Senior Relocation Agent	\$100.00
Staff Relocation Agent	\$ 80.00
Quality Control	\$105.00

**TABLE 4**

<b>Percheron Field Services, LLC</b>	
<b>Job Title</b>	<b>Loaded Hourly Staff Rate</b>
Program Manager	\$150.00
Senior Relocation Agent	\$125.00
Staff Relocation Agent	\$115.00
Administrative/Clerical	\$ 75.00
Quality Control	\$125.00
GIS Specialist	\$100.00
Database Specialist	\$100.00

Using the Fee Proposals as a guideline, NJSDA staff negotiated reductions to some of the loaded hourly staff rates proposed by the highest-ranked firm. The negotiated loaded hourly staff rates are listed in Table 5 below:

**TABLE 5**

<b>O. R. Colan Associates</b>			
<b>Job Title</b>	<b>Loaded Hourly Staff Rate</b>		
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
ORC Corporate Executive	\$160.00	\$165.00	\$170.00
ORC Program Manager	\$170.00	\$175.00	\$180.00
ORC Project/QC Manager	\$150.00	\$155.00	\$159.00
ORC Relocation Specialist	\$125.00	\$129.00	\$133.00
ORC Relocation Trainee	\$ 70.00	\$ 72.00	\$ 74.00
ORC Translator	\$ 80.00	\$ 82.50	\$ 85.00
ORC Administrative Assistant	\$ 63.00	\$ 65.00	\$ 67.00
ORC Technical Advisor	\$190.00	\$196.00	\$201.00
LSEA Translator	\$ 75.00	\$ 77.25	\$ 79.57
LSEA Market Specialist	\$110.00	\$113.30	\$116.70
LSEA Relocation Trainee	\$ 62.25	\$ 64.12	\$ 66.04

Members of the Authority  
 Approval of Award  
 Package No. GP-0217-R01  
 State-Wide Relocation Consultant Services  
 November 5, 2014  
 Page 5

LSEA Clerical	\$ 49.80	\$ 51.29	\$ 52.83
Brantley Inventory Specialist	\$175.00	\$180.00	\$185.00
QWIC Community Liaison	\$135.00	\$139.05	\$143.22
QWIC Meeting Coordinator	\$ 79.00	\$ 82.95	\$ 87.10

RECOMMENDATION

The Members of the Authority are requested to approve the NJSDA contracting with O.R. Colan Associates to provide State-Wide Relocation Consultant Services at the hourly rates listed in Table 5 above. The firm would enter into a contract for a not-to-exceed amount of \$3,000,000 over the three year term of the agreement.

Prior to execution of the contract, the contract and related documentation will be reviewed and approved by the NJSDA Division of Chief Counsel.

/s/ Sean Murphy  
 Sean Murphy, Director, Procurement

***Resolution—6c.***

Approval of Award  
Package No. GP-0217-R01  
State-Wide Relocation Consultant Services

**Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (“SDA” or “Authority”) requires that the Members of the Authority approve the SDA’s award of contracts for the provision of professional services; and

**WHEREAS**, in 2003, 2008 and 2011, the SDA entered into contracts with several firms for state-wide relocation consultant services; and

**WHEREAS**, the current task order contracts shall expire in December 2014; and

**WHEREAS**, the Members of the Authority are requested to approve the award of a contract to a firm with relevant experience and qualifications to successfully perform the required relocation services; and

**WHEREAS**, on August 21, 2014, the SDA commenced a single-step process to procure a relocation services consultant; and

**WHEREAS**, the details of the procurement process followed and the scope of the services to be provided pursuant to the contract are set forth in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, upon completion of the procurement process, management is recommending that the Board approve the SDA contracting with O.R. Colan Associates to provide state-wide relocation consultant services at rates set forth in the memorandum presented to the Board on this date, for a not-to-exceed amount of \$3,000,000 over the three year term of the contract; and

**WHEREAS**, prior to execution of the 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 and approve the award of a contract for site consultant services (Package No. GP-0217-R01) to O.R. Colan Associates for state-wide relocation consultant services at rates set forth in the memorandum presented to the Board on this date, for a not-to-exceed amount of \$3,000,000 over the three year term of the contract, consistent with the provisions of the memorandum presented to the Board on this date and the exhibits appended thereto.

**BE IT FURTHER RESOLVED**, that, prior to execution of the contract, the contract and related documentation will 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, Approval of Award, Package No. GP-0217-R01, State-Wide  
Relocation Consultant Services, dated November 5, 2014

Dated: November 5, 2014

**EXTENSION OF PROFESSIONAL STAFFING SERVICES CONTRACTS (PW1204)**



MEMORANDUM

**TO:** Members of the Authority

**FROM:** Joanne M. Walsh, Director-Human Resources /s/ Joanne M. Walsh

**DATE:** November 5, 2014

**SUBJECT:** Extension of Professional Staffing Services Contracts (PW1204)

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COMPANY NAME: Various

AMENDMENT NO: 1

AMOUNT:	\$900,000	Total Additional Funds for One-Year Extension
	\$2,700,000	Total Not to Exceed Amount for Three-Year Period

INTRODUCTION

The Members of the Authority are requested to approve a one-year contract extension to each of seven firms covered under the two-year Professional Staffing Services contract approved by the Board on December 5, 2012. Compensation under this extension, including all seven firms, shall not exceed \$900,000 for the one-year extension or \$2,700,000 in the aggregate for the three-year period if approval is received for the requested one-year extension.

At the December 5, 2012 NJSDA Board Meeting, the Members approved the initial award value not to exceed \$1.8 million in the aggregate for the seven firms. The Contract, scheduled to expire on February 28, 2015, provides for a one-year extension of the initial term for the provision of professional staffing services to be exercised at the sole discretion of the NJSDA.

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, the exercising of contract options for extension to the original term of Board-approved contracts requires Board approval.

## BACKGROUND

The NJSDA previously procured professional staffing services in 2008 and 2011.

In 2008, two consultants were engaged for a three year period based on Direct Labor Multipliers of 1.45 and 1.95, respectively. Billings for the 2008 procurement totaled approximately \$1,013,226.

In 2011, two consultants were engaged for a three year period based on a Direct Labor Multiplier of 1.90. Each consultant's contract had annual not-to-exceed values of: \$600,000 (year 1) \$400,000 (year 2) and \$200,000 (year 3). Billings under this contract totaled approximately \$1,025,068.

In 2012 the NJSDA advanced an additional procurement to meet the evolving workload demands of the NJSDA's Design Studio resulting in the award of the current Contract to seven consultants for the purpose of providing supplemental professional staffing services as needed.

To date, six of the seven consultants have provided services to the NJSDA under the current Contract. Payments totaling approximately \$674,109 have been made for professional staffing services during the first eighteen (18) months of the current Contract.

## PROCUREMENT PROCESS (For Current Contract for which an Extension is Being Requested)

In accordance with NJSDA regulations, the NJSDA followed a single-step process for this procurement, but retained the option to conduct interviews with all firms that submitted timely and responsive proposals. The RFP was advertised beginning on October 10, 2012 on the NJSDA website and the New Jersey State website. A Selection Committee consisting of three NJSDA staff members was established.

Mandatory notices of intent to participate were received from seventeen firms by October 19, 2012 and proposals were received from eight firms on November 8, 2012. After evaluation of the technical proposals by the Selection Committee Members was completed, it was determined that interviews would not be necessary and the Proposal Rank became the Final Rank resulting in the identification of the top seven firms.

Subsequently, Notice of Awards were issued to the following seven firms:

Banc3, Inc.  
URS Corporation  
STV Incorporated/McCloud Group  
Rotator Staffing Services, Inc.  
Armand Corporation  
Unique Advantage, LLC  
Economic Project Solutions, Inc.

The NJSDA executed the Contracts and issued a Notice to Proceed on February 28, 2013.

### SCOPE

The consultants are required to provide supplemental staffing resources who are directly employed by the consultants and who shall be assigned on an as-needed basis to meet the evolving workload demands of the NJSDA.

When the need for temporary staffing services arises, the NJSDA requests resumes and billing rates for a given job title from all firms, performs an evaluation of available candidates and then selects the candidate that best serves the interests of the NJSDA. The NJSDA is under no obligation to order any particular number of assignments of employees.

The consultants provide staffing services based on the Direct Labor Multiplier of 1.90 to arrive at a total hourly billing rate by the consultant. The NJSDA may, at its discretion, negotiate a lower total hourly billing rate with the consultant if the NJSDA believes the rate is not appropriate for the services being ordered.

### RECOMMENDATION

The current Contract is effectively and economically serving the needs of the Authority. Therefore, I am recommending the approval by the Members of the Authority of a one (1) year extension to the initial term of Contract PW1204 to the consultants listed above. Compensation for all the engagements, including all seven firms, shall not exceed \$900,000 for the term of the proposed one-year extension. The proposed one (1) year extension, if approved, would commence on February 28, 2015 and terminate on February 28, 2016.

Reviewed and Recommended by: Jane F. Kelly, Vice President-Corporate Governance and Operations

Prepared by: Joanne M. Walsh, Director-Human Resources

***Resolution—6d.***

Extension of Professional Staffing Services Contracts (PW1204)

**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 exercise of options for extensions of the original term of Board-approved contracts; and

**WHEREAS**, in December 2012 NJSDA, the Members of the Authority approved a two year Professional Staffing Services contract (Contract) with seven firms at a value not to exceed \$1.8 million in the aggregate; and

**WHEREAS**, the Contract, scheduled to expire on February 28, 2015, provides for a one-year extension of the initial term for the provision of professional staffing services to be exercised at the sole discretion of the SDA; and

**WHEREAS**, management recommends Board approval of its exercise of the Contract's one-year extension option with the seven firms at a value not-to-exceed \$900,000 for the one-year extension period which shall not exceed a total \$2,700,000 for the entire three-year period; and

**WHEREAS**, the one-year extension, as recommended, would commence on February 28, 2015 and terminate on February 28, 2016; and

**WHEREAS**, the background, scope of the services provided and details of the procurement process followed are set forth in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, management recommends approval of the one-year extension as the professional services provided pursuant to the Contract are effectively and economically serving the needs of the Authority.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve Management's exercise of the one year extension option to the initial term of the Professional Staffing Services contract (PW1204), consistent with the terms of the memorandum presented to the Board on this date.

**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, Extension of Professional Staffing Services Contracts (PW1204),  
dated November 5, 2014

Dated: November 5, 2014

**PROPOSED RE-ADOPTION W/AMENDMENTS - AFFIRMATIVE ACTION RULES - N.J.A.C. 19:39**



STATE OF NEW JERSEY

## SCHOOLS DEVELOPMENT AUTHORITY

32 EAST FRONT STREET  
P.O. BOX 991  
TRENTON, NJ 08625-0991  
609-858-5395**MEMORANDUM**

**TO:** Members of the Authority

**FROM:** Jane Kelly, Vice President  
Division of Corporate Governance and Operations

**DATE:** November 5, 2014

**RE:** Proposed Readoption With Amendments:  
Affirmative Action Rules, N.J.A.C. 19:39

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Management of the New Jersey Schools Development Authority (“Authority” or “SDA”) is seeking the approval of the Board for the Readoption of the Authority’s Affirmative Action Rules, N.J.A.C. 19:39, with substantive amendments and a title change.

**Prior Regulatory History**

Chapter 39 was originally adopted on November 14, 2007 by the New Jersey Schools Construction Corporation (“SCC”) as a readoption and recodification of rules originally promulgated as N.J.A.C. 19:32-5 by the New Jersey Economic Development Authority to govern the affirmative action requirements for the statewide school construction program under the Educational Facilities Construction and Financing Act (“EFCFA”), P.L. 2000, c. 72 (N.J.S.A. 18A:7G-1 et seq.). Chapter 39 is scheduled to expire on November 14, 2014.

**Background**

The Rules proposed for readoption with amendments address the equal employment opportunity and affirmative action requirements applicable to construction contractors and goods and services contractors and consultants engaged by NJSDA pursuant to the school construction program. The Rules proposed for readoption are intended to insure that contractors and consultants engaged by SDA for the school construction program comply with affirmative action requirements and employment goal obligations in connection with SDA school facilities projects.

**Significant Amendments**

The proposed substantive changes to the current regulation are intended to incorporate applicable statutory and regulatory updates, to reflect changes in governmental entities with responsibilities for setting and monitoring equal opportunity and affirmative action goals, and to clarify the current nature of NJSDA’s workforce training and development efforts.

All proposed additions or deletions to the existing rules are indicated in the attached draft Notice of Proposal in boldface, underlined text, or italic strikethrough text. This memorandum will describe the most substantive proposed amendments to the rules.

The title of the chapter is proposed for modification from “Affirmative Action Rules” to “Equal Employment Opportunity and Affirmative Action Rules” to track the similar change made to the Department of Treasury’s analogous regulations at N.J.A.C. 17:27-1.1 et seq.

Numerous minor amendments are proposed to update statutory and regulatory references, to reflect changes to SDA’s organizational structure, and to correct the names and website addresses of government entities with responsibility for affirmative action and equal employment opportunity goal setting and compliance monitoring.

Other amendments are intended to modify the defined document submission requirements of the rules to recognize the varied procurement methodologies currently used by SDA to advance its projects, including design-build, price and other factors construction procurement, and pool contracts for construction task orders, which procurements may have different document submission timing requirements.

The term “workforce compliance inspector” has been proposed for replacement with “compliance inspector” to recognize that SDA’s inspection employees are responsible for monitoring both workforce issues and safety inspection issues. The rules are proposed for amendment throughout to relieve individual compliance inspectors of the responsibility for making decisions regarding violations, sanctions and contractors’ and consultants’ good-faith efforts to comply with employment goals, in favor of placing such decision making authority in the hands of SDA management generally, in an effort to improve the consistency and centralization of such decision making.

Changes are also proposed to the “Training” section of the rules, to track the language of 2009 legislation providing for training and outreach programs to prepare women and minority group members for construction trade occupations and other related occupations, including engineering and construction management occupations (P.L. 2009, ch. 313 (N.J.S.A. 52:38-7)). The changes also reflect the SDA’s current outreach and training focus on the development, in conjunction with the New Jersey Higher Education Student Assistance Authority, of a targeted scholarship program for New Jersey women and minority group members in fields of study relating to schools facility project construction, project management and design, as well as the establishment of an in-house training program for existing small business entities, minority-owned business entities, and women-owned business entities to improve business practices, develop familiarity with SDA contracting and procurement requirements, and to encourage SDA prequalification in order to participate in SDA procurements.

### **Requested Board Action**

The Members of the Authority are requested to approve the proposed readoption of the Authority’s Affirmative Action Rules, as well as the issuance of the attached Notice of Readoption, and the filing of the Notice with the Office of Administrative Law.

/s/ Jane F. Kelly

Jane F. Kelly, Vice President  
Corporate Governance & Operations

Prepared by Cecelia Haney, Senior Counsel

JFK/ceh

**OTHER AGENCIES**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY**

**Affirmative Action Rules**

**Proposed Readoption with Amendments: N.J.A.C. 19:39 1.1 through 5.1.**

Authorized By: New Jersey Schools Development Authority, Charles B. McKenna, Chief Executive Officer.

Authority: P.L. 2007, c.137, § 4k (N.J.S.A. 52:18A-238k; 52:18A-240) (rulemaking authority); P.L. 2000, c. 72 (N.J.S.A. 18A:7G-1 et seq.); P.L. 2007, c.137, (N.J.S.A. 52:18A-235 et seq.) (enabling statutes).

Calendar Reference: See Summary below for explanation of exception to calendar requirement.

Proposal Number: PRN 2014-

Submit written comments via mail, e-mail or facsimile by \_\_\_\_\_ 2015 to:

Cecelia Haney, Administrative Practice Officer

New Jersey Schools Development Authority

PO Box 991

Trenton, NJ 08625-0991

Phone: 609-858-2968

Fax: 609-656-5076

chaney@njsda.gov

The agency proposal follows:

### Summary

The New Jersey Schools Development Authority (SDA) proposes to readopt with amendments N.J.A.C. 19:39, Affirmative Action Rules (the “Rules”), and to change the title of the chapter to “Equal Employment Opportunity and Affirmative Action Rules.”

Chapter 39, which governs the SDA’s affirmative action program, was previously readopted by the SDA with amendments on November 14, 2007, and is scheduled to expire on November 14, 2014. The SDA has reviewed Chapter 39 and has determined that, with the addition of the proposed amendments, this chapter remains adequate, reasonable, and necessary for the purposes for which it was originally promulgated, which is to ensure that construction contractors and goods and services contractors comply with affirmative action requirements and employment goal obligations in connection with the SDA’s school facilities projects.

As the SDA has provided a 60-day comment period on this notice of proposal, this notice is excepted from the rulemaking calendar requirement pursuant to N.J.A.C. 1:30-3.3(a)5.

A summary of the proposed substantive amendments follows.

#### Chapter Title

An amendment is proposed to change the name of the chapter from “Affirmative Action Rules” to “Equal Employment Opportunity and Affirmative Action Rules” to track the similar change made to the Department of Treasury’s analogous regulations at N.J.A.C. 17:27-1.1 et seq.

**19:39-1.1 Purpose**

This section, regarding the purpose of this chapter, has been proposed for reoption without amendment.

**19:39-1.2 Definitions**

This section sets forth the meaning of the words and terms used throughout this chapter. Amendments to the section include changes to previously defined terms, the addition of new terms, and the deletion of terms and definitions rendered obsolete by the proposed amendments, as set forth below.

The following new term has been added:

“SDA school district,” which replaces the term “Abbott district” and which corresponds with the School Funding Reform Act of 2008, P.L. 2007, c. 260 (N.J.S.A. 18A:7G-3), as that legislation replaced the term “Abbott district” with the term “SDA school district”.

The following terms are proposed for modification:

“Act”, which refers to the Educational Facilities Construction and Financing Act, is amended to include a reference to the public law amending the original law;

“Authority” which refers to the SDA, is amended to include a reference to the SDA’s origination statute as codified, and to include a brief description of the mission of the SDA as an entity “statutorily charged with undertaking and funding school facilities projects, pursuant to the Act”;

“Construction contract” is amended to include references to the types of SDA construction contracts under various SDA regulations, including price and other factors construction procurements under N.J.A.C. 19:38A, and design-build procurements under N.J.A.C. 19:36;

“Division” is amended to update the name of the relevant entity to the “Division of Public Contracts Equal Employment Opportunity Compliance” within the Department of the Treasury;

“Goods and services contract” is amended to clarify that the definition does not include construction services and materials in connection with a construction contract;

“Initial Project Workforce Report” is amended to add a hyphen to the form’s numerical document designation;

“Minority-owned business enterprise” is amended for clarity and to correctly identify the name of the state entity that performs certification and registration of minority owned business enterprises as the Division of Revenue and Enterprise Services;

“Monthly Project Workforce Report” is amended to add a hyphen to the form’s numerical document designation;

“SBE Form C—Confirmation Statement of SBE Status” is amended to correctly identify the name of the state entity that performs certification and registration of small business enterprises as the Division of Revenue and Enterprise Services;

“School construction program” is amended to conform the definition to that used in other recent SDA regulatory proposals;

“Small business enterprise” is amended for clarity and to correctly identify the name of the state entity that performs certification and registration of small business enterprises as the Division of Revenue and Enterprise Services;

“Women-owned business enterprise” is amended for clarity and to correctly identify the name of the state entity that performs certification and registration of women-owned business enterprises as the Division of Revenue and Enterprise Services.

The following terms are proposed for deletion:

“Abbott district” which term is proposed for replacement by the term “SDA school district, as described above;

“Director” which referred to SDA’s former Director of Contractor and Workforce Compliance, a position that no longer exists within SDA; and

“Workforce compliance inspector” which is deleted in favor of the new term “compliance inspector” in recognition that SDA field inspectors perform both safety compliance and workforce compliance inspection duties.

#### **19:39-2.1 Affirmative action and small business compliance**

The section is proposed for readoption with amendments to delete previously-specified deadlines for the submission of various cited forms in favor of requiring submission of such forms “as specified” by the SDA. This change is proposed to recognize that the increased diversity in types of project delivery methodologies and in the procurements managed by SDA, including pool contracts and design-build contracts, may require the submission of forms at different times in the procurement process than had been previously identified in the regulation. An amendment is also proposed to correct the designation of the subcontractor projection report as form AA-201A.

**19:39-2.2 Contract provisions**

This section is proposed for reoption with an amendment to correct cross-references to Treasury regulations at N.J.A.C. 17:27 that had been updated since this chapter was last readopted.

**19:39-2.3 Compliance with affirmative action employment goals for minority and women workers by goods and services contractors**

An amendment is proposed to correct the website address for the applicable county employment goals published by the Division of Revenue and Enterprise Services.

**19:39-2.4 Compliance with affirmative action employment goals for minority and women workers by construction contractors**

An amendment is proposed to correct the website address for the applicable county employment goals published by the Division of Revenue and Enterprise Services, and to replace references to the SDA's workforce compliance inspector as the person determining exemption of a contractor from good faith compliance, in favor of a more general reference to SDA as the deciding entity, in order to support a more centralized and consistent decision making process.

**19:39-2.6 Good faith efforts**

An amendment is proposed to correctly identify the name of the state entity that performs certification and registration of small business enterprises as the Division of Revenue and

Enterprise Services, and to replace a reference to the former SDA Director of Contractor and Workforce Compliance with a reference to SDA generally as the entity that decides whether a contractor has met its good faith obligation to meet the 25 percent SBE subcontracting goal.

### **19:39-3.1 Monitoring workforce affirmative action compliance and procedures**

This section is proposed for readoption with amendments throughout to replace references to the “workforce compliance inspector” with references to the “compliance inspector.” An amendment is proposed in subsection (a) to refer to other SDA representatives, in addition to the compliance inspector, as participants in meetings to ensure contractor compliance with this chapter.

An amendment is proposed in subsection (c) for clarity and to delete the requirement that the written alert notice “explain in sufficient detail” the alleged violation, in favor of a description that the alert notice “provide details of” the alleged violation. An additional amendment is proposed for Subsection (c) to delete reference to a “construction contractor’s affirmative action plan” in favor of the more general “contractor’s affirmative action plan” which can also refer to the plan of a goods and services contractor. A further amendment is proposed for this subsection to make the SDA responsible for determining whether a violation has occurred regarding this chapter or a contractor’s affirmative action plan, rather than placing the decision making responsibility on the compliance inspector. This amendment is proposed in order to support a more centralized and consistent decision making process.

Subsection (d) is similarly proposed for amendment to make SDA as a whole responsible for determining the occurrence of violations rather than placing that responsibility on the compliance

inspector. An additional amendment is proposed to replace the requirement that the written violation notice “explain in sufficient detail” the alleged violation, in favor of a description that the alert notice “provide details of” the continuing violation.

Subsection (e) is proposed for amendment to delete references to the former SDA Director of Contractor and Workforce Compliance, and to make SDA as a whole responsible for determining the occurrence of violations rather than placing that responsibility on the compliance inspector, in order to support a more centralized and consistent decision making process.

#### **19:39-3.2 Sanctions**

This section is proposed for amendment to delete references to the former SDA Director of Contractor and Workforce Compliance, and to make SDA as a whole responsible for determining the occurrence of violations and deciding the sanctions for such violations, rather than placing that responsibility on the compliance inspector, in order to support a more centralized and consistent decision making process.

#### **19:39-4.1 Subcontractor replacement on school facilities projects**

This section is proposed for readoption with amendments to delete references to the former SDA Director of Contractor and Workforce Compliance, and to make SDA as a whole responsible for considering and approving a subcontractor replacement request, rather than placing that responsibility on the compliance inspector, in order to support a more centralized and consistent decision making process.

### **19:39-5.1 Training**

This section is proposed for readoption with amendments to add references to the outreach and training programs mandated by P.L. 2009, ch. 313 (N.J.S.A. 52:38-7), and to modify the regulations' categorization of SDA-sponsored outreach and training opportunities to conform to the programs and activities currently undertaken or contemplated by SDA at this time. An amendment is proposed to Subsection (a) to replace "training for women and minority workers in life skills, pre-apprenticeship, and construction trades apprenticeship programs that are pertinent to school facilities projects construction" with "training and scholarship programs for minority group members and women in preparation for construction trade occupations or other occupations, including engineering and construction management occupations, that are pertinent to construction, design and management of school facilities projects." This change is proposed to track the description of the outreach and training opportunities described in P.L. 2009, ch. 313 (N.J.S.A. 52:38-7), and to reflect the SDA's development, in conjunction with the State Higher Education Student Assistance Authority, of a targeted scholarship program for women and minority group members directed toward fields of study relevant to occupations involved in school facilities project construction, management and design.

Existing subsection (d) is proposed for amendment and recodification as subsection (b), and includes proposed amendments to change the language of the section from SDA shall "work with the State Apprenticeship Policy Committee established under N.J.S.A. 34:15E-1 et seq. to develop a comprehensive plan to increase the numbers of women and minorities in the State's construction trades" to "SDA may utilize such funds to work with the State Higher Education Student Assistance Authority to develop a targeted scholarship program for New Jersey women

and minority group members, directed toward fields of study relevant to occupations pertinent to schools facility project construction, management and design, to increase the numbers of women and minorities in the State's construction trades and related professions." This proposed change reflects SDA's current efforts to expand training opportunities to include higher education opportunities in support of increased participation of women and minority group members in professions that support schools facility construction, design and construction management.

A new subsection (c) is proposed to reflect SDA's commitment to mentoring and development of existing small business enterprises, women-owned business enterprises, and minority-owned business enterprises, by referencing SDA's use of training and outreach funds to create "an SBE/WBE/MBE training program to assist existing New Jersey SBE/WBE/MBE entities in trades or professions related to school facilities project design, management and construction to further develop their business practices, become familiar with SDA contracting and procurement requirements, and to secure SDA prequalification to participate in SDA procurements."

Existing Subsections (b) and (c) are proposed for readoption and relocation as subsections (d) and (e) without amendment. Existing subsection (f) is proposed for readoption without change.

An amendment is proposed in existing subsection (g) to include in the list of SDA's current training efforts, the addition of the targeted scholarship program and the SBE/MBE/WBE development program. A further amendment adds to the list of possible uses of training funds "the creation of any other training or development program that SDA may deem necessary or appropriate to encourage the participation of women, minority group members, and small business entities in the trades or professions related to the design, management or construction of school facilities projects.

Existing subsection (h) is proposed for deletion, as the expressed preference for location of training programs in the former Abbott districts is deemed no longer of primary importance, as the goals of increasing participation of women and minority group members in the construction trades and related professions is thought to be better served by siting training programs based upon economic and demographic data.

Existing subsection (i) is proposed for readoption as new subsection (h), and a further amendment is proposed to soften the prescriptive obligation that SDA “shall facilitate the placement of graduates of training programs in registered apprenticeship programs” to indicate that SDA “may facilitate” such placement, in recognition of SDA’s current training focus and efforts and allocation of resources.

Existing subsection (j) is proposed for readoption as new subsection (i), and a further amendment is proposed to soften the prescriptive obligation that SDA “shall undertake outreach efforts to recruit trainees and inform Abbott district residents of upcoming construction job opportunities” to indicate that SDA “may undertake” such activities, in recognition of SDA’s current training focus and efforts and allocation of resources. A final amendment is proposed to add “Website and/or email communications” to the list of outreach methods provided in this subsection.

### **Social Impact**

The SDA believes that the rules proposed for readoption with amendments will have a positive social impact and that no negative impact will result. Small business enterprises will benefit through the enhancement of State contracting opportunities. Women and minority group

members will benefit from equal employment opportunities in contracts for school facilities projects.

### **Economic Impact**

The economic impact of the Rules proposed for readoption has not changed since original promulgation of the Rules. The rules proposed for readoption with amendments will have a positive economic impact on the long-term economic growth of the State of New Jersey because the training opportunities provided for under this chapter for minorities and women will help ameliorate the shortage of skilled workers in the construction industry. The rules are also expected to improve the health and vitality of small businesses by increasing their opportunities to qualify for set-aside contracting and increasing the opportunity for them to compete for State contracts. Monetary sanctions are also available as an option in the event of a contractor's noncompliance with its good faith obligations and/or with the requirements set forth in these rules.

The requirements of this chapter do not impose additional administrative and substantive compliance requirements on contractors and subcontractors beyond existing requirements of the Affirmative Action rules promulgated by the Department of Treasury, Division of Contract Compliance and Equal Employment Opportunity in Public Contracts, N.J.A.C. 17:27.

### **Federal Standards Statement**

The proposed Rules implement State statutes, specifically P.L. 2000, c. 72 (N.J.S.A. 18A:7G-1 et seq.) and P.L. 2007, c.137, (N.J.S.A. 52:18A-235 et seq.). There are no Federal standards or requirements applicable to these Rules. A Federal standards analysis, therefore, is not required.

### **Jobs Impact**

The Rules proposed for re-adoption establish the SDA's affirmative action requirements for contracting, and detail the SDA's training efforts to increase participation by small businesses, women and minority group members in contracting trades and related professions. As a result of the rules proposed for re-adoption with amendments, more New Jersey citizens and businesses will become eligible to participate in State contracting opportunities. Thus to the extent the Rules have an effect on jobs, it will be to create jobs in New Jersey, primarily in the construction, consulting and service sectors, rather than eliminate positions.

### **Agriculture Industry Impact**

The Rules will have no impact on the agriculture industry.

### **Regulatory Flexibility Analysis**

The compliance, reporting and recordkeeping requirements set forth throughout Subchapter 2 of these rules and discussed in the Summary above, which are imposed on construction and goods and services contractors, some of which are small businesses as defined under the Regulatory Flexibility Act, N.J.S.A. 52:14B-16 et seq., are the minimum requirements in order to comply with the Department of the Treasury rules and Executive Order No. 71 (2003), and are the same requirements that apply to all contractors in connection with a project managed by the SDA. The costs required to comply with the reporting, recordkeeping and compliance requirements are discussed in the Economic Impact above. There are no initial capital costs required to comply with the rules. The SDA does not believe it will be necessary to use professional services to comply with the rules.

### **Housing Affordability Impact**

The Rules address the affirmative action requirements for the SDA's contracting and, therefore, will not have an impact on affordable housing or evoke a change in the average costs of housing in the State of New Jersey.

### **Smart Growth Development Impact**

The Rules govern the SDA's affirmative action requirements for the schools construction program. The proposed readoption with amendments will have no impact on Smart Growth Development because the scope of the regulation is minimal, and because it is extremely unlikely that the adoption of the rules would evoke a change in the average price or availability of housing in the State of New Jersey, and unlikely that the proposed adoption would in any way affect new construction in Planning Areas 1 or 2, or within designated centers under the State Development and Redevelopment Plan.

**Full text** of the rules proposed for readoption may be found in the New Jersey Administrative Code at N.J.A.C. 19:39.

**Full text** of the proposed amendments follows (additions indicated in boldface **thus**; deletions indicated in brackets [thus]):

TITLE 19. OTHER AGENCIES  
NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
[CHAPTER 39. AFFIRMATIVE ACTION RULES]  
**CHAPTER 39. AFFIRMATIVE ACTION AND  
EQUAL EMPLOYMENT OPPORTUNITY RULES**

§ 19:39-1.1 Purpose

The purpose of this chapter is to implement section 6 of the Act, which mandates the adoption of rules to establish and provide for the administration and enforcement of an affirmative action program for the schools construction program. In addition, this chapter implements Executive Order No. 71(2003), which requires the Authority to set aside 25 percent of its total purchases and contracts for construction and goods and services for small business enterprises; and, in accordance with Executive Order No. 34 (2006), encourages every construction contractor and goods and services contractor to afford equal opportunity for minority- and women-owned business enterprises to participate in the purchasing and procurement opportunities available through the schools construction program.

§ 19:39-1.2 Definitions

The following words and terms, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise:

["Abbott district" means an Abbot district as defined in section 3 of P.L. 1996, c.138 (*N.J.S.A. 18A:7F-3*).]

"Act" means the Educational Facilities Construction and Financing Act, P.L. 2000, c. 72[,] (*N.J.S.A. 18A:7G-1.1 et seq.*) as amended, **and P.L. 2007, c.137**.

"Authority" or "SDA" means the New Jersey Schools Development Authority, established pursuant to section 3 of P.L. 2007, c. 137 (**N.J.S.A. 52:18A-235 et seq.**), the successor entity to the New Jersey Schools Construction Corporation. **The Authority is statutorily charged with undertaking and funding school facilities projects, pursuant to the Act.**

"Certified payroll report" means the form completed by the construction contractor awarded a contract by the Authority that indicates the race, gender and hours worked by each tradesperson during a pay period, certified by the construction contractor.

**"Compliance inspector" means an employee of the Authority who is responsible for monitoring compliance with this chapter.**

"Construction contract" means any contract between a firm and the Authority for the construction of a school facilities project, **and includes contracts procured pursuant to** [in accordance with] *N.J.A.C. 19:38, N.J.A.C. 19-38B or N.J.A.C. 19:36*.

"Construction contractor" means a firm that enters into or offers to enter into a construction contract with the Authority.

"Contract" means the entire and integrated agreement between a firm and the Authority.

["Director" means the Authority's Director of Contractor and Workforce Compliance.]

"Division" means the Division of [Contract Compliance and] **Public Contracts** Equal Employment Opportunity [in Public Contracts] **Compliance** established in the State of New Jersey, Department of the Treasury, or successor entity.

"Employee Information Report" means Form AA302, or successor form, which provides a breakdown of the goods and services contractor's workforce.

"Firm" means any association, company, contractor, corporation, joint stock company, limited liability company, partnership, sole proprietorship, or other business entity, including their assignees, lessees, receivers or trustees.

"Good faith" means with respect to goods and services contractors' obligations pursuant to *N.J.A.C. 19:39-2.3*, the actions set forth in *N.J.A.C. 19:39-2.3(c)*; with respect to construction contractors' obligations pursuant to *N.J.A.C. 19:39-2.4*, the actions set forth in *N.J.A.C. 19:39-2.4(b)*; and, with respect to contractors' obligations pursuant to *N.J.A.C. 19:39-2.5*, the actions set forth in *N.J.A.C. 19:39-2.6*.

"Goods and services contract" means any contract entered into by the Authority for fixtures, furnishings, equipment and any other tangible items, and/or professional, technical, or other types of services, in accordance with *N.J.A.C. 19:38D* and/or *19:38C*. For purposes of this definition, "goods and services" shall not include construction services and materials in connection with a **construction** contract.

"Goods and services contractor" means a firm that enters into or offers to enter into a goods and services contract with the Authority.

"Initial Project Workforce Report" means Form AA-201, which is filed by the construction contractor and provides a projected breakdown of the number of all workers per trade and of minorities and women on a construction project.

"Minority-owned business enterprise" or "MBE" means a business that is certified as a **minority-owned business enterprise** by the New Jersey [Commerce and Economic Growth and Tourism Commission] **Division of Revenue and Enterprise Services** or successor entity[, as a minority-owned business enterprise].

"Minority worker" means any worker as defined by the New Jersey Department of Treasury rule *N.J.A.C. 17:27-2.1*.

"Monthly Project Workforce Report" means Form **AA-202**, which provides an analysis of a contractor's and its subcontractors' workforce.

"Performance evaluation" means the Act-mandated uniform performance evaluation of construction or goods and services contractors on all school facilities projects that must be utilized in reviewing bid submissions.

"SBE Form A--Schedule of Participation" or "Form A" means the form completed by the construction contractor awarded a contract by the Authority that lists all of the SBEs that will participate in the contract, including scope of work, actual dollar amount and percent of total contract to be performed.

"SBE Form B--Schedule of Participation" or "Form B" means the form completed by a goods and services contractor awarded a contract by the Authority that lists all of the SBEs that

will participate in the contract, including the scope of work, actual dollar amount and percent of total contract to be performed.

“SBE Form C--Confirmation Statement of SBE Status” or “Form C” means the form completed by a proposed subcontractor or goods and services provider that has been named in a construction or goods and services contractor's Form A or Form B, respectively, which identifies the subcontractor or goods and services provider as a proposed SBE on said school facilities project, specifies the subcontract bid amount and attaches a current and valid copy of that subcontractor's or goods and services provider's SBE registration form issued by the [Department of Commerce and Economic Growth and Tourism] **Division of Revenue and Enterprise Services**, or successor agency.

“SDA school district” means a school district that received education opportunity aid or preschool expansion aid in the 2007-2008 school year, as defined at P.L. 2007, c. 260, § 39 (N.J.S.A. 18A:7G-3).

“School construction program” means the program of school facilities projects and related activities undertaken by the SDA pursuant to the Act [refers to the overall program mandated by the Act for the design, renovation, repair and new construction of early childhood, primary and secondary public schools throughout the State, through the implementation of school facilities projects].

“School facilities project” means the planning, acquisition, demolition, construction, improvement, alteration, modernization, renovation, reconstruction or capital maintenance of all or any part of a school facility or of any other personal property necessary for, or ancillary to, any school facility and shall include fixtures, furnishings and equipment, and shall also include, but is not limited to, site acquisition, site development, the services of design professionals, such as engineers and architects, construction management, legal services, financing costs and administrative costs and expenses incurred in connection with the project.

“Small business enterprise” or “SBE” means a business that is registered as a **small business enterprise** with the New Jersey [Commerce and Economic Growth and Tourism Commission (Commerce Commission)] **Division of Revenue and Enterprise Services** [as a small business enterprise, or any other race and gender neutral business enterprise to be registered by the Commerce and Commission], or successor entity.

“Subcontractor Projection Report” or “Form AA-201A” means the form completed by the construction contractor awarded a contract by the Authority that provides information concerning each of the subcontractors that will participate in the contract, including a Federal identification number and status as an MBE, WBE and/or SBE.

“Women-owned business enterprise” or “WBE” means a business that is certified as a **women-owned business enterprise** by the New Jersey [Commerce and Economic Growth and Tourism Commission] **Division of Revenue and Enterprise Services**, or successor entity, [as a women-owned business enterprise].

[“Workforce compliance inspector” means an employee of the Authority who is responsible for monitoring compliance with this chapter.]

### § 19:39-1.3 Application

This chapter applies to any firm which enters into or offers to enter into a goods and services or construction contract with the Authority.

### § 19:39-2.1 Affirmative action and small business compliance

(a) Each construction or goods and services contractor shall designate an employee who shall serve as a liaison with the Authority's [workforce] compliance inspector and who shall be responsible for coordinating the firm's affirmative action program, maintaining all records required by this chapter and submitting the forms required by this chapter through the Authority's website, or as otherwise directed, to the SDA's designated employee or representative.

(b) Every construction contractor shall complete and submit the following forms at the times [indicated] **specified by the SDA in the procurement or contract documents for the construction contract:**

1. An SBE Form A, together with all SBE Forms C[, at the time of bid or at any other time prior to the Authority's execution of a construction contract, as specified by the Authority];
2. An initial project workforce report, Form AA-201[, upon notification of award, and prior to the Authority's execution of a construction contract];
3. A subcontractor projection report, Form **AA-201A**[, within seven business days of the Notice to Proceed issued to the construction contractor by the Authority, and as updated during the duration of the contract];
4. A monthly project workforce report, Form AA-202[, no later than the seventh business day of each month for the duration of the contract]; and
5. [A certified payroll report within 10 days of the end of each pay period] **Certified payroll reports submitted with payment invoices as specified in the contract documents.**

(c) Every goods and services contractor[, after notification of award, but prior to the Authority's execution of the goods and services contract,] shall submit to the Authority an SBE Form B and an SBE Form C, **at the times specified by the SDA**, as well as one of the following documents:

1. A Letter of approval that the contractor is operating under an existing Federally-approved or sanctioned affirmative action program;
2. A Certificate of Employee Information Report approval issued in accordance with N.J.A.C. 17:27; or
3. An Employee Information Report, Form AA-302.

(d) If a contractor fails to satisfy the requirements (b)1 or (c) above, as applicable, the Authority shall rescind the award of contract to the firm.

(e) A goods and services contractor shall not enter into a subcontract unless the subcontractor has submitted to said contractor one of the three documents required by (c)1 through 3 above, unless the subcontractor, for a goods and services contract, has four or fewer employees.

§ 19:39-2.2 Contract provisions

(a) All goods and services contractors shall include in every subcontract the following mandatory language concerning affirmative action employment practices:

1. The affirmative action language set forth in *N.J.A.C. [17:27-3.4(a)2i through iv]* **17:27-3.5(a)2.i through 2.iv**, as applicable; and
2. The employment goal compliance language set forth in *N.J.A.C. [17:27-3.6(a)2 through 4]* **17:27-3.7(a)1 through 4**, as applicable.

(b) All construction contractors shall include in every subcontract the following mandatory language concerning affirmative action employment practices:

1. The affirmative action language set forth in [*N.J.A.C. 17:27-3.5(a)2i through iv]* *N.J.A.C. 17:27-3.6(a)2.i through 2.iv*, as applicable; and
2. The employment goal compliance language set forth in [*N.J.A.C. 17:27-3.7(a)1 through 3]* *N.J.A.C. 17:27-3.8(a)1 through 3*, as applicable.

(c) Notwithstanding the mandatory subcontract language required in (b)1 above, if a subcontractor has a total workforce of four or fewer employees or is performing under an existing Federally-approved or sanctioned affirmative action program, the subcontract need only include the mandatory language set forth in [*N.J.A.C. 17:27-3.5(a)2iv]* *N.J.A.C. 17:27-3.6(a)2iv*.

§ 19:39-2.3 Compliance with affirmative action employment goals for minority and women workers by goods and services contractors

(a) The requirements of this section shall not apply to any goods and services contractor performing under an existing Federally-approved or sanctioned affirmative action program, which is exempted from the affirmative action plan requirements under *N.J.A.C. 17:27-4.3(a)*.

(b) A goods and services contractor will be considered to be in compliance with this chapter only if the contractor has acted in good faith to employ minority and women workers in each of the equal employment occupational categories in which the contractor has employees, in accordance with the applicable county employment goals, as established by the Division in accordance with *N.J.A.C. 17:27-5.2*, as updated from time to time by the Division and posted on its website at [www.state.nj.us/treasury/contract-compliance/pdf/procurement\\_targets.pdf](http://www.state.nj.us/treasury/contract-compliance/pdf/procurement_targets.pdf).

(c) In its determination of whether a goods and services contractor has acted in good faith, the SDA shall consider whether the contractor:

1. Has knowledge of and has considered the general availability of minorities and women having requisite skills in the immediate labor area;
2. Has knowledge of and has considered the percentage of minorities and women in the total workforce in the immediate labor area;
3. When the opportunity has presented itself, has considered promoting minority and women employees within its organization;

- 4. Attempted to hire minorities and women based upon the anticipated expansion, contraction and turnover of its workforce;
- 5. Has the ability to consider undertaking training as a means of making all job classifications available to minorities and women and whether it has done so;
- 6. Has utilized the available recruitment resources to attract minorities and women with requisite skills, including, but not limited to, training institutions, job placement services, referral agencies, newspapers, trade papers, faith-based organizations, and community-based organizations; and
- 7. Has documented its attempts to attain the applicable county employment goals.

§ 19:39-2.4 Compliance with affirmative action employment goals for minority and women workers by construction contractors

(a) A construction contractor shall make good faith efforts to employ minority and women workers in each construction trade consistent with the applicable employment goals prescribed by *N.J.A.C. 17:27-7.3*, as updated from time to time by the Division and posted at its website at [www.state.nj.us/treasury/contract-compliance/goals\\_construction\\_contractors.pdf](http://www.state.nj.us/treasury/contract-compliance/goals_construction_contractors.pdf). The goals are expressed as percentages of the total hours worked on the school facilities project in each trade. The SDA will make these goals available as part of each construction contract.

(b) In determining if a contractor has acted in good faith, the SDA shall consider whether:

1. The contractor has notified the union with whom it has a collective bargaining agreement or referral arrangement, within three business days of the contract award, of the obligations of the contractor under these rules and has sought the cooperation of the union in meeting the minority and women goal requirements;

2. The contractor was able to obtain assurances at least five business days prior to commencement of construction work from the construction trade union that it would refer sufficient minority and women workers directly, consistent with the applicable county employment goal, and whether the contractor attempted to hire or schedule minority and women workers directly, and if possible, minority and women workers residing within the geographical jurisdiction of the union; and

3. The hiring or scheduling of a workforce consistent with the applicable county employment goal could be achieved for each construction trade by adhering to the procedures of (b)1 and 2 above, or whether, if the contractor has a referral agreement or arrangement with a union for a construction trade, the contractor took the following actions consistent with the applicable county employment goals:

i. Notified the SDA's compliance inspector and at least two minority and women referral organizations, a listing of which is maintained by the Division, pursuant to *N.J.A.C. 17:27-5.3*, of the contractor's labor needs, and requested referrals of minority workers and women workers;

ii. Gave notice of employment opportunities to all minority workers and women workers who were listed with the contractor as awaiting available vacancies;

iii. Employed qualified minority workers and women workers who had been listed with the contractor as candidates for available vacancies; and

iv. Notwithstanding (b)3i through iii above, the contractor shall not be required to employ women and minority advanced trainees and trainees in numbers, which result in the employment of advanced trainees and trainees as a percentage of the total workforce for the construction trade, which percentage significantly exceeds the apprentice-to-journey worker ratio specified in the applicable collective bargaining agreement, or in the absence of a collective bargaining agreement, exceeds the ratio established by practice in the area for said construction trade.

(c) The contractor shall keep complete and accurate records of all requests made for the referral of workers in any trade covered by the contract and provide those upon the request of the SDA's compliance inspector.

(d) The [SDA's workforce compliance inspector] **SDA** may, in [his or her] **its** discretion, exempt a contractor from compliance with the good faith procedures prescribed by (b)1, 2 and 3 above, as long as the [workforce compliance inspector] **SDA** is satisfied that the contractor is employing workers provided by a union, which provides evidence, in accordance with standards prescribed by the Division, that its percentage of active "card carrying" members who are minority and women workers is equal to or greater than the applicable employment goal established pursuant to *N.J.A.C. 17:27-7.3*, as amended and supplemented from time to time, and the contractor agrees to otherwise comply with the procedures set forth in this chapter.

#### § 19:39-2.5 Set asides and goals for SBE contractors on school facilities projects

(a) At the time of each school facilities project advertisement, the Authority shall announce the SBE requirements for the contract, and a construction contractor or goods and services contractor shall be required to make a good faith effort to comply fully with the SBE subcontracting goals.

(b) The SDA may set aside a school facilities construction or goods and services contract for an SBE, whenever there is a reasonable expectation that bids or proposals may be obtained from at least three qualified SBE firms capable of providing the desired services. The designation shall be made prior to advertisement for bids.

(c) When practicable, the SDA will issue several smaller contracts, in place of one large contract, in order to increase the ability of SBEs to bid on school facilities projects.

#### § 19:39-2.6 Good faith efforts

(a) The good faith efforts of contractors to meet the 25 percent SBE goal on school facilities projects shall include, but not be limited to, the following measures:

1. Sending solicitation letters to SBE firms registered with the [Commerce, Economic Growth and Tourism Commission] **Division of Revenue and Enterprise Services** and to pre-qualified SBE firms on a list that is available from the SDA's website at [www.njsda.gov](http://www.njsda.gov);

2. Making follow-up telephone calls to firms solicited in (a) above, and keeping a log of such calls and responses;

3. Breaking the work into smaller subcontracts, to make it easier for SBE firms to compete;

4. Contacting community groups, including, but not limited to, groups listed by the SDA for this purpose, for assistance in identifying SBE firms;

5. Placing advertisements in local newspapers, construction trade letters, magazines, or special publications aimed at SBEs;

6. Negotiating in good faith with interested SBE subcontractors, so as not to disqualify a prospective subcontractor without good cause; and

7. Assisting potential SBE subcontractor firms by acting as a reference for the subcontractor, or by referring the subcontractor to the surety agent or bank officer of the contractor or consultant to satisfy bonding, insurance, or credit requirements.

(b) If the [SDA's Director of Contractor and Workforce Compliance] **SDA** determines that a contractor has failed to comply with its good faith obligations to meet the 25 percent SBE subcontracting goal, he or she may pursue any of the sanctions available pursuant to *N.J.A.C. 19:39-3.2*.

#### § 19:39-3.1 Monitoring workforce affirmative action compliance and procedures

(a) A goods and services or construction contractor's employee liaison designated in accordance with *N.J.A.C. 19:39-2.1(a)* shall meet, when requested, with the SDA's workforce compliance inspector **and/or other SDA representatives** to ensure compliance with this chapter and the contractor's affirmative action plan.

(b) The SDA's compliance inspector shall conduct on-site visits and/or attend project meetings and, at reasonable times and in a reasonable manner, may enter the contractor's business facility or construction project site for the purpose of determining whether the contractor is complying with its affirmative action plan and is otherwise in compliance with the procedures set forth in this chapter.

(c) The SDA's compliance inspector may investigate to determine if there is a violation of this subchapter or a [construction] contractor's affirmative action plan. If the [workforce compliance inspector] **SDA** determines there is substantial probability that a violation is occurring, [he or she] **SDA** may issue a written alert notice to a [construction] contractor. The written alert notice shall [explain in sufficient detail] **provide details of** the alleged violation.

(d) If the alleged violation explained in the alert notice has not been corrected [to the satisfaction of the SDA's workforce compliance inspector issuing the notice] within three business days after [it] **the alert notice** is received by the [construction] contractor, the workforce compliance inspector shall issue a violation notice to the [construction] contractor. Said violation notice shall [explain, in sufficient detail, the facts] **provide details of** the continuing violation.

(e) After [issuing] **SDA's issuance of** a notice of violation, [the SDA's workforce compliance inspector shall notify] the alleged violator [that it] shall submit, within seven business days, a written statement explaining why it is not in violation of this subchapter or the affirmative action plan or an explanation of how it will correct any such violation. [The written statement shall be reviewed by the SDA's workforce compliance inspector and the Director.] **SDA shall review the written statement, and [If the Director] if the SDA** determines that the violator has not adequately explained why it is not in violation or determines that the violation is continuing to occur, then [said Director] **SDA** shall conduct an investigatory conference to determine whether there is a violation and/or if corrective measures must be taken. The conference may also be

conducted to discuss and resolve issues before taking any action pursuant to *N.J.A.C. 19:39-3.2*. Such investigatory conference shall be conducted within 30 business days of the contractor's submission of its written statement. The [Director may conduct] **conference may involve interviews of relevant parties** and **SDA may** request from appropriate parties the submission of additional information as is considered necessary to determine whether the alleged violation has occurred.

#### § 19:39-3.2 Sanctions

(a) If the [Director] **SDA** determines that either a goods and services or construction contractor is in violation of this chapter or its affirmative action plan, [upon his or her recommendation to and approval by the Chief Executive Officer of the SDA, or his or her designee, he or she] **SDA** shall enforce the obligations of this chapter and the requirements of the affirmative action plan by any or all of the following actions:

1. Reduce the contractor's performance evaluation;
2. Reduce the contractor's project rating on subsequent bid proposals;
3. Reduce the contractor's compensation by a maximum of one and one-half percent of the contract price if the contractor is found not to have in good faith satisfied the hiring requirements set forth in the contract, because the SDA cannot and will not pay for contractual services that are not performed or contractual obligations that are not met. This reduction in the contract price may be effectuated either by the withholding of all or part of future payments to the contractor or by a reduction in the amount of retainage otherwise due for release to the contractor under the contract;
4. Pursue any of the sanctions available under N.J.A.C. 19:38A-4, including revocation of the firm's pre-qualification and/or suspension or debarment from SDA contracting; and/or
5. Terminate the contract.

#### § 19:39-4.1 Subcontractor replacement on school facilities projects

(a) A construction or goods and services contractor shall not replace an SBE subcontractor, except where such contractor is in breach of its subcontract and the SDA has provided the contractor its prior written consent to the replacement.

(b) A request for replacement shall be in writing, with complete justification for the request. The contractor must have the written approval of the [Director, or his or her designee,] **SDA** before such a replacement can be made, regardless of the reason for the replacement.

(c) The contractor shall make a good faith effort to find another SBE to perform at least the same amount of work as had been allocated to the original SBE subcontractor.

§ 19:39-5.1 Training programs

(a) Pursuant to P.L. 2009, ch. 313 (N.J.S.A. 52:38-7), [The] the SDA shall allocate one half of one percent of capital funds for approved school facilities projects to fund [training for women and minority workers in life skills, pre-apprenticeship, and construction trades apprenticeship programs] **training and scholarship programs for minority group members and women in preparation for construction trade occupations or other occupations, including engineering and construction management professions**, that are pertinent to **construction, design and management** of school facilities projects [construction].

(b) [The SDA may designate the Department of Labor and Workforce Development to administer and coordinate pre-apprenticeship and apprenticeship training programs and other construction related employment opportunities. The Department of Labor and Workforce Development may retain vendors to provide the necessary services or may utilize the services of county vocational schools, community colleges, community-based organizations, private training entities, and Local Workforce Investment Boards. All such training providers must be located in New Jersey.

(c) Pre-apprenticeship training may include, but is not limited to, literacy training, basic skills instruction, related academic or remedial education programs, English as a Second Language, vocational training and other types of training that will prepare individuals for apprenticeships and occupations pertinent to school facilities project construction.]

[(d)] The SDA [shall] **may utilize such funds to** work with the State [Apprenticeship Policy Committee established under *N.J.S.A. 34:15E-1* et seq.] **Higher Education Student Assistance Authority** to [assist with the design and implementation of a comprehensive plan] **develop a targeted scholarship program for New Jersey women and minority group members, directed toward fields of study relevant to occupations pertinent to school facilities project construction, management and design**, to increase the numbers of women and minorities in the State's construction trades **and related professions**.

[(e) All organizations providing training under this section must be approved by the New Jersey Department of Education, as provided by N.J.S.A. 18:54-1 et seq. or 18A:69 et seq. All apprenticeship programs supported by the SDA must be registered with the New Jersey Department of Education and the U.S. Department of Labor's Bureau of Apprenticeship and Training.]

(c) **The SDA may further utilize such funds to create an SBE/WBE/MBE training program to assist existing New Jersey SBE/WBE/MBE entities in trades or professions related to school facilities project design, management and construction to further develop their business practices, become familiar with SDA contracting and procurement requirements, and to secure SDA prequalification to participate in SDA procurements.**

(d) **The SDA may designate the Department of Labor and Workforce Development to administer and coordinate pre-apprenticeship and apprenticeship training programs and other construction related employment opportunities. The Department of Labor and Workforce Development may retain vendors to provide the necessary services or may utilize the services of county vocational schools, community colleges, community-based organizations, private training entities, and Local Workforce Investment Boards. All such training providers must be located in New Jersey.**

(e) **Pre-apprenticeship training may include, but is not limited to, literacy training, basic skills instruction, related academic or remedial education programs, English as a Second Language, vocational training and other types of training that will prepare individuals for apprenticeships and occupations pertinent to school facilities project construction.**

(f) To the extent practicable, the services provided pursuant to this section shall be coordinated with apprenticeship training provided under *N.J.S.A. 18A:7G-38*.

(g) In addition to **the creation of a targeted scholarship program, an SBE/MBE/WBE development program and a pre-apprenticeship training program**, the SDA may authorize the use of training funds for the following purposes:

1. Outreach to and recruitment of potential trainees;
2. Ancillary expenses of trainees, such as transportation, child/parental care, tools, work clothes and shoes;
3. Monitoring of training program participants and graduates; [and]
4. Retention support services; **and**
5. **The creation of any other training or development program that SDA may deem necessary or appropriate to encourage the participation of women, minority group members and small businesses in the trades or professions related to the design, management or construction of school facilities projects.**

[(h) In establishing sites for its training programs, the SDA through its State partners shall, wherever possible, exercise a preference for locations within Abbott school districts in order to maximize opportunities for unemployed and underemployed women and minorities in those communities most affected by the school construction program.]

[(i) (h) The SDA, through its State partners, [shall] **may** facilitate the placement of graduates of the programs described in (a) above in appropriate registered apprenticeship programs.

[(j) (i) The SDA, either directly or through its State partners, [shall] **may** undertake outreach efforts to recruit trainees and inform Abbott district residents of upcoming construction job opportunities through:

1. Notices to school districts;
2. Public presentations to community based, and faith based organizations;
3. Local newspaper advertisements;
4. The Workforce Investment Boards; [and]
5. **Website and/or email communications; and**
6. Other such means.

***Resolution—6e.***

Proposed Re-adoption with Amendments:  
Affirmative Action Rules, N.J.A.C. 19:39

**Resolution**

**WHEREAS**, P.L. 2007, 137 (N.J.S.A. 52:18A-240) requires that the Members of the New Jersey Schools Development Authority (SDA) adopt rules and regulations to establish an affirmative action program for the hiring of minority workers on its school construction projects; and

**WHEREAS** on November 14, 2007 Chapter 39 was originally adopted by the New Jersey Schools Construction Corporation (“SCC”) as a re-adoption and recodification of rules originally promulgated as N.J.A.C. 19:32-5 by the New Jersey Economic Development Authority to govern the affirmative action requirements for the statewide school construction program under the Educational Facilities Construction and Financing Act (“EFCFA”), P.L. 2000, c. 72 (N.J.S.A. 18A:7G-1 et seq.); and

**WHEREAS**, Chapter 39 is scheduled to expire on November 14, 2014; and

**WHEREAS**, these Rules proposed for re-adoption with amendments are intended to insure that contractors and consultants engaged by SDA for the school construction program comply with affirmative action requirements and employment goal obligations in connection with SDA school facilities projects; and

**WHEREAS**, the proposed substantive changes to the current regulations are intended to incorporate applicable statutory and regulatory updates, to reflect changes in governmental entities with responsibilities for setting and monitoring equal opportunity and affirmative action goals, and to clarify the current nature of SDA’s workforce training and development efforts; and

**WHEREAS**, the memorandum and/or rule proposal presented to the Board set forth all proposed additions or deletions to the existing rules and the memorandum describes substantive, minor and other proposed amendments to the rules and/or the chapter title; and

**WHEREAS**, SDA management recommends that the Members approve the re-adoption of the Authority’s Affirmative Action Rules as proposed and presented.

**NOW, THEREFORE, BE IT RESOLVED**, that, consistent with the memorandum presented to the Board on this date, the Members of the Authority hereby authorize and approve the proposed re-adoption of the Authority’s Affirmative Action Rules, as well as the issuance of the attached Notice of Re-adoption, and the filing of the Notice with the Office of Administrative Law.

**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, Proposed Re-adoption with Amendments: Affirmative Action Rules,  
N.J.A.C. 19:39, dated November 5, 2014

Dated: November 5, 2014

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

**ACTIVE PROJECTS STATUS REPORT**



STATE OF NEW JERSEY  
**SCHOOLS DEVELOPMENT AUTHORITY**

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MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director

DATE: November 5, 2014

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.

NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)



2011 & 2012 Portfolio Projects Activities Summary

as of 10/22/14

2011 Portfolio Projects - sorted by District		1					
District	Project	Grade Alignment	Capacity	Total Estimated Cost (millions)	Design Status	Advancement Status	Projected Construction Advertisement Date*
Bridgeton	Buckshutem ES	K-8	581	\$23.3	Kit of Parts/ Design-Build	Award for D-B approved at Oct. 2013 Board (Bock).	5/31/13
Bridgeton	Quarter Mile Lane ES	PK-8	731	\$39.0	Kit of Parts/ Design-Build	Award for D-B approved at Oct. 2013 Board (Bock).	5/31/13
Elizabeth	Academic HS	9-12	1,091	\$64.1	Existing Design	Phase 2 Award approved Nov. 2012 Board (Patoch Construction)	12/8/11 7/11/12
Jersey City	ES 3	PK-5	778	\$54.0	Kit of Parts/ Design-Build	Award for D-B approved May 2013 Board (Dobco, Inc.)	6/25/12 2/25/13
Jersey City	PS 20	K-5	628	\$48.2	Existing Design	Phase 2 Construction approved Aug. 2013 Board (Dobco, Inc.)	4/17/12 3/6/13
Long Branch	Catrambone ES	PK-5	794	\$40.0	Existing Design	Construction Contract Approved Apr. 2012 Board (Terminal Construction).	12/20/11
New Brunswick	Redshaw ES	PK-5	906	\$51.2	Kit of Parts/ Design-Build	Award for D-B approved at Sep. 2012 Board (Hall Construction).	5/29/12
Newark	Oliver St. ES	PK-8	848	\$73.6	Kit of Parts/ Design-Build	Award for D-B approved Mar. 2013 Board. (Epic Management)	6/27/12 11/29/12
Paterson	Marshall St. ES	K-8	650	\$55.2	Existing Design	Construction Contract approved at May 2013 Board (Bock).	6/13/12 2/12/13
Paterson	PS 16	PK-8	705	\$62.4	Kit of Parts/ Design-Build	Award for D-B approved at Dec. 2013 Board (Hall Construction).	3/27/12 8/28/13
West New York	Harry L. Bain PS 6	PK-6	736	TBD	Pre-Design Services	Award for Demolition of existing structure on SDA owned site approved at Jun. 2012 Board. NTP For Pre-Design Services sent Oct. 21, 2013.	2/27/12

\*PLEASE NOTE - Dates in the Past are ACTUAL. Includes Advertisement dates for Early Site Preparation Construction & School Construction where applicable.  
 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 utilized in the 2010 reassessment. Recommendations of DOE/SDA/District Working Groups may impact this information in the future.

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**2011 & 2012 Portfolio Projects Activities Summary**

as of 10/22/14

**2012 Portfolio Projects - sorted by District**

**1**

District	Project	Grade Alignment	Capacity	Total Estimated Cost (millions)	Design Status	Advancement Status	Projected Construction Advertisement Date*
Gloucester City	Elementary/Middle School	4-8	687	\$63.9	Kit of Parts/ Design-Build	Award for D-B approved Jul. 2014 Board (Terminal Construction).	3/4/14
Keansburg	Caruso ES	K-4	736	\$50.9	Kit of Parts/ Design-Build	Award for D-B approved Nov. 2013 Board (Hall Construction).	10/20/11 6/27/13
Keansburg	Port Monmouth Road School	PK	318	\$17.5	Kit of Parts/ Design-Build	Planning Charter approved Oct. 2012 Board.	3 QTR 15
New Brunswick	Robeson ES	K-5	599	\$36.0	Kit of Parts/ Design-Build	SDA In-House Design Underway.	1 QTR 15
Newark	Elliot Street ES	PK-8	848	\$46.7	Kit of Parts/ Design-Build	Award for D-B approved Apr. 2013 Board (Hall Construction).	12/27/12
Newark	South Street ES	PK-8	640	\$68.7	Kit of Parts/ Design-Build	Revised Preliminary Charter and ROA for Phase 1 Construction (USA Environmental) approved Nov. 2013 Board meeting.	6/28/13
Passaic	Dayton Ave. Campus	PK-8	2,741	\$209.5	Kit of Parts/ Design-Build	Project now to be sequenced with the advancement of the Leonard Place Project.	TBD
Phillipsburg	High School	9-12	1,846	\$127.5	Existing Design	Construction Contract Approved Apr. 2013 Board (Epic Management).	9/27/12
West New York	Memorial HS	9-12	1,859	\$61.1	Alternative Delivery (acquisition) & Renovation	Acquisition of Existing St. Joseph's HS complete. Renovation work will be completed via District Grant.	n/a

**\*PLEASE NOTE** - Dates in the Past are ACTUAL. Includes Advertisement dates for Early Site Preparation Construction & School Construction where applicable.  
**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 utilized in the 2010 reassessment. Recommendations of DOE/SDA/District Working Groups may impact this information in the future.

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NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)



2011 & 2012 Portfolio Projects Activities Summary

as of 10/22/14

2012 Portfolio Projects (Educational Priority that require further conversations with District & 2013 Amended Projects) - sorted by District

District	Project	1			Design Status	Advancement Status	Projected Construction Advertisement Date*
		Grade Alignment	Capacity	Total Estimated Cost (millions)			
East Orange	George Washington Carver ES	ES	TBD	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Elizabeth	New ES @ Halloran PS #22 ES Site	ES	860	\$54.8	Kit of Parts/ Design-Build	Final Charter advancing to Nov. 2014 Board.	6/9/14
Garfield	James Madison ES	ES	275	\$28.0	Existing Design	Preliminary Charter Approved Aug. 2013 Board. Existing Building Demolition ongoing (Tricon).	2/11/14
Harrison	MS Grade Level	MS	TBD	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Irvington	Madison Avenue ES	ES	TBD	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Millville	Lakeside MS Conversion to HS	HS	2,026	\$82.0	Design-Build	Planning Charter Approved Sep. 2013 Board Meeting.	TBD
Millville	Senior HS Conversion to MS	MS	1,297	\$26.5	Design-Build	Planning Charter Approved Sep. 2013 Board Meeting.	TBD
Passaic	New ES @ Leonard Place	K-5	628	\$56.2	Kit of Parts/ Design-Build	Preliminary Charter approved Sep. 2014 Board.	TBD
Paterson	ES Grade Level	ES	TBD	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Pemberton	Denbo ES	ES	TBD	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Perth Amboy	All Grade levels	All	TBD	TBD	TBD	SDA and District continue to work to identify an appropriate site to address needs at the high school and middle school grade levels.	TBD
	Seaman Avenue ES	K-5	700	\$56.8	Kit of Parts/ Design-Build	Preliminary Charter approved Aug. 2014 Board.	TBD
Plainfield	Woodland/Cook ES	ES	TBD	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Union City	ES Grade Level	ES	TBD	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Vineland	New MS	6-8	620	\$49.4	Kit of Parts/ Design-Build	Preliminary Charter approved Aug. 2014 Board.	TBD

\*PLEASE NOTE - Projected Construction Advertisement Date reflects the first construction activity for the Project. Dates in the 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 utilized in the 2010 reassessment. Recommendations of DOE/SDA/District Working Groups may impact this information in the future.



**2011 & 2012 Portfolio Projects Activities Summary**

as of 10/22/14

**2012 Portfolio Projects (Facilities Deficiencies) - sorted by District**

District	Project	1			Design Status	Advancement Status	Projected Construction Advertisement Date*
		Grade Alignment	Capacity	Total Estimated Cost (millions)			
Camden	High School	9-12	1,244	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Hoboken	Connors ES	PK-4	351	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Orange	Cleveland St. ES	PK-8	492	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Orange	High School	9-12	1,048	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Trenton	Central HS	9-12	1,850	\$130.5	Design-Build	Preliminary Charter approved Feb. 2014 Board. Phase 1 Construction (Early-Site Package) advertisement forecast TBD.	TBD

**\*PLEASE NOTE -** Projected Construction Advertisement Date reflects the first construction activity for the Project. Dates in the 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 utilized in the 2010 reassessment. Recommendations of DOE/SDA/District Working Groups may impact this information in the future.

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**Active Project Status Report  
Status as of 10/1/2014**

**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	Bridgeton	Buckshutem Road ES	Addition/Renovation	Construction	2Q 2017	On-target	Sep-17	On-target	\$ 23,253,232
2	Bridgeton	Quarter Mile Lane ES	Addition/Renovation	Construction	2Q 2017	On-target	Sep-17	On-target	\$ 39,043,619
3	Elizabeth	New Academic HS	New Construction	Construction	2Q 2016	On-target	Sep-16	On-target	\$ 64,061,687
4	Gloucester City	New ES/MS	New Construction	Design-Build Design Phase	1Q 2017	On-target	Sep-17	On-target	\$ 63,829,937
5	Jersey City	New ES #3	New Construction	Design-Build Design Phase	2Q 2016	On-target	Sep-16	On-target	\$ 54,004,014
6	Jersey City	New PS #20	New Construction	Construction	1Q 2016	On-target	Sep-16	On-target	\$ 48,202,265
7	Keansburg	New Caruso ES	New Construction	Design-Build Design Phase	3Q 2016	On-target	Sep-16	On-target	\$ 47,271,503
8	Long Branch	Catrambone ES	New Construction	Construction	Aug-14	Achieved	Sep-14	Achieved	\$ 40,026,889
9	New Brunswick	New Redshaw ES	New Construction	Construction	Oct-14	On-target	Nov-14	On-target	\$ 51,204,641
10	Newark	Elliott Street ES	New Construction	Construction	1Q 2016	On-target	Sep-16	On-target	\$ 46,678,296
11	Newark	Oliver Street ES	New Construction	Construction	4Q 2015	On-target	Sep-16	On-target	\$ 73,548,257
12	Passaic City	New Henry Street ES	New Construction	Construction	1Q 2015	On-target	Sep-15	On-target	\$ 55,023,004
13	Paterson	New Marshall Street ES	New Construction	Construction	1Q 2016	On-target	Sep-16	On-target	\$ 55,150,306
14	Paterson	New PS #16	New Construction	Construction	3Q 2016	On-target	Sep-16	On-target	\$ 62,347,275
15	Phillipsburg	New HS	New Construction	Construction	2Q 2016	On-target	Sep-16	On-target	\$ 127,508,125

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**Active Project Status Report  
Status as of 10/1/2014**

**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	Irvington	Union Ave MS	Building Envelope	GC TO w/ Design	Nov-14	On-Target	Dec-14	On-Target	\$ 3,126,332
2	Irvington	University MS	Building Envelope	GC TO w/ Design	Nov-14	On-Target	Dec-14	On-Target	\$ 3,641,797
3	Orange	Preparatory Academy	Roof	Construction	Oct-14	On-Target	Dec-14	On-Target	\$ 1,554,349
4	Passaic City	School #11	Building Envelope	GC TO w/ Design	Oct-14	On-Target	Jan-15	On-Target	\$ 1,754,983
5	Passaic City	Passaic HS #12	Building Envelope	GC TO w/ Design	Sep-14	Achieved	Oct-14	On-Target	\$ 782,154
6	Salem City	Salem MS	Building Envelope	GC TO w/ Design	Nov-14	On-Target	Dec-14	On-Target	\$ 1,618,348
7	West New York	PS #1	Structural Repairs	GC TO w/ Design	Oct-14	On-Target	Nov-14	On-Target	\$ 1,409,740
8	West New York	PS #5	Structural Repairs	GC TO w/ Design	Sep-14	Achieved	Oct-14	On-Target	\$ 1,617,433

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**PROJECT CLOSEOUT STATUS REPORT**



32 EAST FRONT STREET  
P.O. BOX 991  
TRENTON, NJ 08625-0991  
609-858-5395

To: Members of the Authority  
From: /s/ Jason E. Ballard, Chief of Staff  
Date: November 5, 2014  
Subject: Project Close Out Status Report

The attached report, provided by the Special Projects Division, shows a listing of all SDA managed Capital and Emergent projects which have achieved school occupancy but have not yet been contractually and administratively closed. The listing further details projects which have achieved building and/or land transfer to the district but also have outstanding open contracts. Finally, to emphasize the accomplishments of project close out, we have included a running total of all school facilities projects, health and safety contracts, and suspended design contracts which have already been closed.

For the current reporting period we do not have any activity to report, however, we continue to advance projects and contracts through the close out process.

Prepared by: Ayisha Cooper  
Reviewed by: Bridget Capasso

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
SPECIAL PROJECTS DIVISION  
PROJECT STATUS REPORT - As of October 1, 2014**

Year of Occupancy	School	Disposition	Land & School Transferred Date	Outstanding Issues Remaining for Complete Close Out
<b>Burlington City</b>				
2007	Wilbur Watt Intermediate School & Stadium Maintenance Bldg. (MB)	Land and/or School Transferred	07/01/11	
2007	New HS	Land and/or School Transferred	12/29/11	Open contract(s)
<b>Camden</b>				
2007	Octavius V. Catto Community School - Demonstration Project	Land and/or School Transferred	01/09/12	Open contract(s)
2009	Camden ECDC	Land and/or School Transferred	11/04/09	Open contract(s)
2009	HB Wilson ES	Land and/or School Transferred	04/14/10	Open contract(s)
2009	Dudley ES	Land and/or School Transferred	02/06/12	Open contract(s)
2011	Morgan Village	Land and/or School Transferred	02/25/13	Open contract(s)
<b>Cumberland</b>				
2009	Cumberland Regional HS	Land and/or School Transferred	06/25/10	Open contract(s)
<b>East Orange</b>				
2008	Mildred Barry Garvin	Land and/or School Transferred	03/29/13	Open contract(s)
2009	Cicely Tyson School of Performing and Fine Arts - Demonstration Project	Land and/or School Transferred	12/01/09	Open contract(s)
2010	Benjamin Banneker (New ES #5)	Land and/or School Transferred	07/23/12	Open contract(s)
<b>Egg Harbor City</b>				
2010	New MS	Land and/or School Transferred	01/01/12	Open contract(s)
<b>Egg Harbor Township</b>				
2011	Egg Harbor Township High School			
<b>Elizabeth</b>				
Legacy	#30 Ronald Reagan Academy	Land and/or School Transferred	07/09/12	Open contract(s)
2009	New PreK-8 #28	Land and/or School Transferred	08/26/10	Open contract(s)
2013	Victor Mravlag ES # 21			
<b>Garfield</b>				
2007	Garfield MS	Land and/or School Transferred	06/25/09	Open contract(s)
<b>Gloucester City</b>				
Legacy	JR SR HS	Land and/or School Transferred	11/28/12	
Legacy	Cold Springs ES	Land and/or School Transferred	06/05/09	Open contract(s)
<b>Greater Egg Harbor Township</b>				
2010	Greater Egg Harbor HS (Cedar Creek HS)	Land and/or School Transferred	01/01/12	Open contract(s)

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
SPECIAL PROJECTS DIVISION  
PROJECT STATUS REPORT - As of October 1, 2014**

Year of Occupancy	School	Disposition	Land & School Transferred Date	Outstanding Issues Remaining for Complete Close Out
<b>Harrison</b>				
2007	New Harrison HS	Land and/or School Transferred	10/23/12	Open contract(s)
<b>Jersey City</b>				
Legacy	Freshman Academy - Lincoln HS			
Legacy	New ES #3 (Frank R. Conwell ES #3)			
Legacy	Jersey City MS # 4 (Frank R. Conwell MS # 4)			
2007	Heights MS # 7			
<b>Long Branch</b>				
2007	Gregory ES	Land and/or School Transferred	05/25/12	Open contract(s)
2008	Long Branch High School & Athletic Fields	Land and/or School Transferred	12/07/12	Open contract(s)
2014	George L. Catrambone ES			
<b>Manchester</b>				
Legacy	Manchester Township HS			
<b>New Brunswick</b>				
2007	McKinley K Center #3	Land and/or School Transferred	07/09/12	Open contract(s)
2010	New Brunswick High School - Demonstration Project	Land and/or School Transferred	08/19/11	Open contract(s)
<b>Newark</b>				
Legacy	Science Park	Land and/or School Transferred	05/03/13	Open contract(s)
2007	1st Avenue ES	Land and/or School Transferred	09/28/11	Open contract(s)
2008	Central HS	Land and/or School Transferred	03/28/12	Open contract(s)
2009	Park ES (aka North Ward Park ES)	Land and/or School Transferred	02/24/10	Open contract(s)
2010	Speedway ES			
<b>Orange</b>				
2009	Park Ave ES	Land and/or School Transferred	07/19/12	Open contract(s)
2010	Lincoln Ave ES	Land and/or School Transferred	09/07/12	Open contract(s)
<b>Paterson</b>				
2010	Roberto Clemente ES K-1 Center (Madison Ave K Center)	Land and/or School Transferred	11/09/11	Open contract(s)
Legacy	Roberto Clemente ES	Letter sent to District - No Response		Unable to close due to upcoming repairs.
2008	International HS			
2008	#24 ES			
<b>Pemberton</b>				
2011	ECC	Land and/or School Transferred	02/01/13	Open contract(s)

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
SPECIAL PROJECTS DIVISION  
PROJECT STATUS REPORT - As of October 1, 2014**

Year of Occupancy	School	Disposition	Land & School Transferred Date	Outstanding Issues Remaining for Complete Close Out
<b>Perth Amboy</b>				
Legacy	ECC I - Ignacio Cruz	Land and/or School Transferred	06/17/10	Open contract(s)
<b>Trenton</b>				
2008	Daylight/Twilight Alternative School - Demonstration Project	Land and/or School Transferred	12/01/08	Open contract(s)
2010	MLK-Jefferson	Land and/or School Transferred	12/01/11	Open contract(s)
<b>Union City</b>				
2007	ECC @ JFK	Land and/or School Transferred	06/25/14	Open contract(s)
2009	Union City High School and Athletic Complex - Demonstration Project	Land and/or School Transferred	10/27/11	Open contract(s)
2012	Columbus Elementary School	Deed transferred to District 03/26/13		
<b>Vineland</b>				
2007	Gloria M. Sabeter Elementary School - Demonstration Project	Land and/or School Transferred	05/06/11	Open contract(s)
<b>West New York</b>				
2009	ES #2	Land and/or School Transferred	05/14/13	
2012	West New York #3	Land and/or School Transferred	01/29/14	Open contract(s)
<b>Capital and Demonstration Projects Totals</b>				
<b>Total Capital and Demonstration Projects</b>				<b>130</b>
<b>Closed Capital and Demonstration Projects</b>				<b>79</b>
<b>Capital and Demonstration Projects Not Closed</b>				<b>51</b>
	<b>Capital and Demonstration Projects Not Closed, Land and/or School Transferred</b>			<b>39</b>
<b>Emergent Projects</b>				
<b>Camden</b>				
	East Camden Middle School			
<b>Irvington</b>				
	Irvington High School - Roof, HVAC, Bathroom			

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
SPECIAL PROJECTS DIVISION  
PROJECT STATUS REPORT - As of October 1, 2014**

Year of Occupancy	School	Disposition	Land & School Transferred Date	Outstanding Issues Remaining for Complete Close Out
<b>Newark</b>				
	Avon Avenue - Playground	Project Transferred	10/20/11	Open contract(s)
	13th Avenue - Boiler	Project Transferred	11/09/11	Open contract(s)
	Speedway			
	American History High School (Warren Street ES)			
<b>Passaic</b>				
	Passaic City High School			
<b>Salem</b>				
	Salem Middle School			
<b>Trenton</b>				
	TCHS (Main Campus) - Original portion of building			
<b>West New York</b>				
	Public School #1			
	Public School #5			
<b>Emergent Project Totals</b>				
<b>Total Emergent Projects</b>		63		
<b>Emergent Projects Closed</b>		52		
<b>Emergent Projects Not Closed</b>		11		
	<b>Emergent Projects Not Closed but Transferred</b>	2		
<b>Health and Safety Contract Totals</b>				
<b>Total Contracts</b>		399		
<b># of Open Contracts</b>		14		
<b># of Contracts Closed</b>		385		
<b>Open Design Contracts</b>				
<b>Total Contracts</b>		106		
<b># of Open Contracts</b>		86		
<b># of Contracts Closed</b>		20		

**PROJECT STATUS REPORT**



STATE OF NEW JERSEY  
**SCHOOLS DEVELOPMENT AUTHORITY**

MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director – Program Operations

DATE: November 5, 2014

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 new data to report

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

No new data to report

**Revisions to Project Charters:**

No new data to report

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**



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

Reporting Period: Jan. 1, 2008 to September 30, 2014

District	Project <sup>1</sup>	Board Approved Project Charter Contingency	Contingency Expended/Committed	Contingency Remaining <sup>2</sup>	% of Contingency Expended/Committed	Project Completion %	Cause(s)	Current Status
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**In Construction**

NO DATA TO REPORT								
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**Substantially Complete & Building Occupied**

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

Burlington City	Burlington City H.S.	\$17,830,990	\$17,814,403	\$16,587	99.9%	99%	1. Unforeseen soil remediation 2. Unforeseen asbestos abatement.	Project complete and building occupied. Open contract issues with GC being addressed to advance project to final close-out.
Camden	Dudley E.S.	\$3,215,000	\$2,615,168	\$599,832	81.3%	99%	1. Installation of IT/AV systems	Project complete and building occupied. Open contract issues with GC being addressed to advance project to final close-out.
Camden	Camden ECDC	\$11,314,645	\$9,916,987	\$1,397,658	87.6%	99%	1. Unforeseen soil remediation	Project complete and building occupied. Open contract with GC being addressed to advance project to final close-out.
Camden	HB Wilson E.S.	\$3,097,150	\$2,989,906	\$107,244	96.5%	99%	1. Installation of centralized water filtration system 2. Installation of IT/AV systems	New school project complete and building occupied. Open contract issues with GC being addressed to advance project to final close-out. Demolition of existing school adjacent to school building being advanced.
Elizabeth	Number 21, Victor Mravlag E.S.	\$8,240,000	\$8,221,967	\$18,033	99.8%	98%	1. Unforeseen asbestos abatement 2. Unforeseen structural integrity issues. 3. Project changed from addition/renovation to new construction.	The project has achieved a temporary certificate of occupancy for the majority of the building in September 2013 and has been occupied by the District.
East Orange	Mildred B. Garvin E.S.	\$1,429,632	\$1,305,993	\$123,639	91.4%	99%	1. Unforeseen soil remediation 2. Modifications to security system	Project complete and building occupied. Working towards project close-out.
Newark	Speedway Avenue E.S.	\$1,826,000	\$1,754,119	\$71,881	96.1%	99%	1. Removal of unforeseen impacted materials	Project complete and building occupied. Working towards project close-out.
Orange	Lincoln Ave E.S.	\$5,615,000	\$4,906,339	\$708,661	87.4%	99%	1. Unforeseen asbestos abatement 2. Structural repairs to interior walls 3. Extended general conditions	Project complete and building occupied. Open contract issues with GC being addressed to advance project to final close-out.
Orange	Park Avenue E.S.	\$3,360,000	\$3,275,103	\$84,897	97.5%	99%	1. Unforeseen asbestos abatement	Project complete and building occupied. Open contract issues with GC being addressed to advance project to final close-out.



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

Reporting Period: Jan. 1, 2008 to September 30, 2014

District	Project <sup>1</sup>	Board Approved Project Charter Contingency	Contingency Expended/Committed	Contingency Remaining <sup>2</sup>	% of Contingency Expended/Committed	Project Completion %	Cause(s)	Current Status
Paterson	E.S. #24	\$4,616,120	\$4,313,389	\$302,731	93.4%	99%	1. Unforeseen soil remediation and clean fill.	Project complete and building occupied. Open contract issues with GC being addressed to advance project to final close-out.
West New York	West New York P.S. #2	\$2,708,883	\$2,708,883	\$0	100.0%	99%	1. Unforeseen site foundation issues	Project complete and building occupied. Open contract with GC being addressed to advance project to final close-out.

<sup>1</sup> \* Indicates Final Project Charter Revision

<sup>2</sup> Does not include expended contingency or contingency funds allocated for change orders, amendment



**Projects Greater than 90 Days Behind Schedule or with Occupancy Date in Jeopardy**  
 Reporting Period: September 2014

#	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: September 2014

#	District	Project	Financial & Schedule Impacts	Additional Funds Approved	Additional Funds as % of Total Project Budget	Operating Authority Approval Requirement	Description of Revision
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NO ACTIVITY DURING THE REPORTING PERIOD

**CONTRACTS EXECUTED REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: November 5, 2014

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

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**Contracts Executed Report**

This report contains the activity of contracts executed during the period September 1 through September 30, 2014.

**Noteworthy Items during the reporting period:**

- Execution of 1 Contract for Construction Services for the installation of temporary fencing for the Trenton Central HS Project – Accent Fence, Inc. – \$139,000

**Amendments & Change Orders Report**

This report contains the activity of Amendments and Change Orders executed during the period September 1 through September 30, 2014.

**Noteworthy Items during the reporting period:**

- Execution of 21 Design Contract Amendments totaling a credit of \$16.7M, of the 21 executed amendments 19 represent deobligations of funds for suspended projects totaling a credit of \$17.0M.
- Execution of 6 Construction Services Change Orders totaling \$1.8M, of the 6 executed change orders one required board approval totaling \$1.7M.

**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



New Jersey Schools Development Authority  
Contracts Executed Report

Report Period 9/1/14 through 9/30/14

District	School Name(s)	Project Type	Contract Type	Contract Number	Vendor	MWSBE Cert(s)	Contract Award Amount	Contract Execution Date	Per School CCE	Total CCE
<b>Part 2. Construction Services</b>										
	<b>Contractor</b>									
Trenton	Trenton Central H.S.	Reno	Construction	WT-0022-C02	Accent Fence, Inc.	S	\$139,900	9/23/14	123,053	\$123,053
	<b>Contractor</b>									
<b>Part 2. Construction Services</b>							<b>\$139,900</b>			<b>\$123,053</b>

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**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Report Period 9/1/14 through 9/30/14

District	School Name(s)	Project Type	Contract Type	Contract Number	Vendor	MWSBE Cert(s)	Contract Award Amount	Contract Execution Date	Per School CCE	Total CCE	
<b>Part 3. Land Acquisition Services</b>											
<b>Site Acquisition</b>											
Plainfield	Temporary ES- For Clinton (-x01)	TCU	Acquisition	ET-0011-L26	Corp of Presiding Bishop of Church of Jesus Christ		\$30,000	9/18/14	-		
<b>Site Acquisition</b>											
<b>Part 3. Land Acquisition Services</b>							<b>\$30,000</b>				

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**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Report Period 9/1/14 through 9/30/14

District	School Name(s)	Project Type	Contract Type	Contract Number	Vendor	MWSBE Cert(s)	Contract Award Amount	Contract Execution Date	Per School CCE	Total CCE	
<b>Part 4. Other Contracts &amp; Services</b>											
<b>Furniture, Fixtures &amp; Equipment</b>											
New Brunswick	A. Chester Redshaw E.S.	New	FFE	ET-0056-K16	Keyboard Consultants		\$87,628	9/12/14	-	-	
New Brunswick	A. Chester Redshaw E.S.	New	FFE	ET-0056-Q16	Community Products LLC dba Community Playthings		\$12,942	9/10/14	-	-	
New Brunswick	A. Chester Redshaw E.S.	New	FFE	ET-0056-Q17	Inwood Office Environment		\$15,032	9/11/14	-	-	
<b>Furniture, Fixtures &amp; Equipment</b>											
<b>Others</b>											
Multi-District, Project, or Statewide	A. Chester Redshaw E.S. Internal Auditing Consultant Services New Caruso E.S. New ES #3	New - New New	General	GP-0213-R02	Experis US, Inc.		\$128,000	9/15/14	-	-	
Multi-District, Project, or Statewide	Buckshutem Road E.S. - G. Foster ECC Internal Auditing Consultant Services New ES at Henry St. (-x01) Quarter Mile Lane E.S.	RenoAdd - New RenoAdd	General	GP-0213-R03	Smolin Lupin & Co, P.A.		\$65,000	9/15/14	-	-	
Multi-District, Project, or Statewide	New PS#16 Elliott Street E.S. Internal Auditing Consultant Services Oliver Street E.S.	New New - New	General	GP-0213-R04	Smolin Lupin & Co, P.A.		\$105,000	9/15/14	-	-	
<b>Others</b>											
<b>Part 4. Other Contracts &amp; Services</b>							<b>\$413,602</b>				

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**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Report Period 9/1/14 through 9/30/14

	<b>Total Contract Award</b>	<b>Total Contracts Awarded</b>
<b>Grand Totals - Professional and Construction Services Combined</b>	<b>\$583,502</b>	<b>8</b>

\*\* Contracts less than \$10,000 are not displayed

**Project Types Legend**

HS	Health & Safety
New	New Construction
Add	Addition
RenoAdd	Addition & Renovation
Reno	Renovation

**Contract Types Legend**

Acquisition	Property Acquisition Related Costs
Appraisal	Appraisal, Appraisal Review, NRE
Construction	Construction
Design	Design or Site Investigation
DB	Design-Build
E-Rate	E-Rate
FFE	Furniture, Fixtures, and Equipment
General	General Program Cost
Legal	Legal
Material	Material Supply
ProjectMgmt	Project Management Firm
PreDevelopment	Predevelopment or Demolition
Relocation	Relocation Services
SiteInvstgtn	Site Investigation
Testing	Testing
Title	Title Services
Utilities	Utilities Services

**MWSBE Certifications**

M = Minority Business Enterprise  
 W = Women Business Enterprise  
 S = Small Business Enterprise

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**



**New Jersey Schools Development Authority  
Amendments & Change Orders Report**

Reporting Period 9/1/14 through 9/30/14

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Prior Board Approval Date (if necessary)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	RBC Value	Cumulative % since last Board Approval
<b>Professional Services &amp; Grants</b>																
<b>Design Consultant</b>																
Camden City	Pyne Poynt Family M.S.	CA-0014-A01	8/22/03	7	Design Resources Group, Architects, AIA	9/16/14	\$1,720,000	\$787,196	8/15/07	\$-404,640			\$2,102,555	22.24%	\$1,720,000	-22.72%
Camden City	Raphael Cordero Molina E.S.	CA-0015-A01	8/27/03	5	Design Resources Group, Architects, AIA	9/16/14	\$2,530,000	\$279,900		\$-853,613			\$1,956,287	-22.67%	\$2,530,000	-33.73%
Camden City	Cooper's Poynt E.S.	CA-0016-A01	8/27/03	4	Design Resources Group, Architects, AIA	9/16/14	\$2,425,000	\$234,900		\$-773,485			\$1,886,415	-22.20%	\$2,425,000	-31.89%
Camden City	Camden H.S.	CA-0021-A01	10/28/08	2	Watson & Henry Associates	9/26/14	\$668,325	\$0		\$-280,225			\$388,101	-41.92%	\$668,325	-41.92%
East Orange	New ES #4 (-x04)	ES-0017-A01	6/6/03	2	Gibson Tarquini Group, Inc. (The)	9/16/14	\$1,649,200	\$36,895		\$-584,934			\$1,101,161	-33.23%	\$1,649,200	-35.46%
Jersey City	Heights Middle School (-N03)	JE-0001-A01	3/11/02	14	Clarke Caton Hintz	9/4/14	\$2,516,390	\$1,070,236	10/14/03	\$59,033			\$3,645,659	44.87%	\$3,580,326	-1.79%
Jersey City	Number 20 E.S.	JE-0010-A01	10/3/03	14	SSP Architectural Group, Inc.	9/4/14	\$1,665,000	\$1,770,180	7/5/12	\$250,000	Y	11/6/13	\$3,685,180	121.33%	\$1,665,000	18.42%
Jersey City	Dr. Charles P. DeFuccio No. 39 ES	JE-0025-A01	1/14/04	6	CRA Architectural Services, Inc.	9/26/14	\$2,053,050	\$405,983	4/26/06	\$-1,390,459			\$1,068,574	-47.95%	\$2,053,050	-67.72%
Jersey City	Lincoln H.S. Dr. C. T. Epps Freshman Academy	JE-0026-A01	3/1/04	1	DMR Architects, PC	9/5/14	\$2,704,858	\$0		\$-739,903			\$1,964,955	-27.35%	\$2,704,858	-27.35%
Jersey City	ECC 13	JE-0028-A01	7/10/07	3	DMR Architects, PC	9/16/14	\$1,539,989	\$96,588	4/17/12	\$-670,555			\$966,021	-37.27%	\$1,539,989	-43.54%
Jersey City	ECC 14	JE-0039-A01	10/15/08	3	DMR Architects, PC	9/16/14	\$1,539,989	\$32,811		\$-1,224,050			\$348,750	-77.35%	\$1,539,989	-77.35%
Newark	Chancellor Avenue Annex E.S. Thirteenth Avenue E.S.	NE-0039-A01	4/21/06	9	GLP Architects, PC	9/26/14	\$456,011	\$0		\$-104,084			\$351,927	-22.82%	\$456,011	-22.82%
Paterson	Number 5 E.S.	PA-0014-A01	8/8/03	3	SBLM Architects PC	9/5/14	\$1,296,978	\$449,457	11/15/04	\$-515,988			\$1,230,447	-5.12%	\$1,296,978	-39.78%
Paterson	Number 12 E.S.	PA-0015-A01	8/8/03	4	SBLM Architects PC	9/5/14	\$1,424,431	\$153,434		\$-860,878			\$716,987	-49.66%	\$1,424,431	-60.43%
Paterson	Number 13 E.S.	PA-0016-A01	9/17/03	5	EI Associates, Architects & Engineers, PA	9/5/14	\$1,537,600	\$105,603		\$-1,129,842			\$513,361	-66.61%	\$1,537,600	-71.66%
Paterson	Number 26 E.S.	PA-0018-A01	9/17/03	4	EI Associates, Architects & Engineers, PA	9/5/14	\$1,229,800	\$125,203	4/26/06	\$-833,693			\$521,310	-57.61%	\$1,229,800	-65.05%
Paterson	Eastside H.S.	PA-0022-A01	4/23/04	2	STV Architects, Inc.	9/5/14	\$3,635,000	\$57,500		\$-2,773,147			\$919,353	-74.70%	\$3,635,000	-74.70%
Paterson	Number 20 E.S.	PA-0023-A01	6/23/04	3	Gibson Tarquini Group, Inc. (The)	9/16/14	\$1,840,306	\$33,250		\$-1,618,047			\$255,510	-86.11%	\$1,840,306	-86.79%
Perth Amboy	Seaman Avenue School	ET-0031-A01	4/8/04	3	DMR Architects, PC	9/5/14	\$1,555,170	\$353,970	6/22/05	\$-422,190			\$1,486,950	-4.38%	\$1,555,170	-27.14%
Trenton	New Early Childhood Center	ST-0037-A01	9/20/06	16	Curtis + Ginsberg Architects. LLP	9/26/14	\$1,008,178	\$160,775	3/4/09	\$-414,805			\$754,148	-25.19%	\$1,008,178	-41.14%
Union City (Hudson Co.)	Elementary School 1 (34th Street Uptown)	HU-0009-Z01	9/16/03	4	Paulus,Sokolowski & Sartor Engineering, PC	9/5/14	\$1,842,875	\$372,900	4/25/07	\$-1,385,524			\$830,251	-54.94%	\$1,842,875	-75.18%
<b>Design Consultant</b>																
<b>Site Acquisition</b>																
Asbury Park	New Early Childhood Center (-x02)	ET-0038-L08	4/15/05	68	Verizon of New Jersey, Inc.	9/30/14	\$1,399	\$4,757		\$69			\$6,225	345.07%	\$1,399	345.07%



**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Reporting Period 9/1/14 through 9/30/14

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Prior Board Approval Date (if necessary)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	RBC Value	Cumulative % since last Board Approval
<b>Professional Services &amp; Grants</b>																
<b>Site Acquisition</b>																
Newark	South Street E.S.	NE-0003-L26	7/14/09	8	Treasurer, State of NJ	9/19/14	\$1,400	\$2,520		\$5,180			\$9,100	550.00%	\$1,400	550.00%
Trenton	Trenton Central H.S.	WT-0022-L03	4/2/14	1	St. Mary's Cathedral	9/5/14	\$55,931	\$0		\$1,496,560			\$1,552,491	2,675.71%	\$55,931	2675.71%
Trenton	Trenton Central H.S.	WT-0022-L04	4/2/14	1	Church of Our Lady of the Angels (The)	9/5/14	\$94,060	\$0		\$2,314,520			\$2,408,580	2,460.68%	\$94,060	2460.68%
<b>Site Acquisition</b>																
<b>Site Investigation</b>																
Newark	Oliver Street E.S.	GP-0084-L06	1/18/08	64	Louis Berger Group (The)	9/25/14	\$0	\$3,304,301		\$9,283			\$3,313,584	0.00%	\$0	NA
Trenton	Roebbling School	GP-0171-L02	12/1/11	13	Hatch Mott MacDonald, LLC	9/25/14	\$0	\$888,394		\$5,707			\$894,101	0.00%	\$0	NA
Trenton	Trenton Central H.S.	GP-0171-L05	12/1/11	6	CB&I Government Solutions, Inc.	9/30/14	\$0	\$855,932		\$31,235			\$887,167	0.00%	\$0	NA
New Brunswick	Paul Robeson Community E.S.	GP-0171-L13	12/1/11	8	CDI-Infrastructure, LLC dba L.R. Kimball	9/10/14	\$0	\$888,682		\$7,680			\$896,362	0.00%	\$0	NA
<b>Site Investigation</b>																
<b>Relocation</b>																
Multi-District, Project, or Statewide	Cooper's Poynt E.S. ECC 13 Elementary School 02 Gladys Hillman-Jones M.S. Harriet Tubman E.S. Lorraine Place ES (formerly New Beachway ES) New Early Childhood Center New Early Childhood Center (-x02) New ES #3 New Franklin Elementary School Replacement New Middle School Ridge Street (Replacement) Roebbling School University H.S. West Side H.S.	GP-0175-R03	2/11/12	61	Bluegrass Hydroseeding, LLC	9/8/14	\$27,996	\$1,021,809		\$8,876			\$1,058,681	3,681.52%	\$27,996	3681.52%

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**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Reporting Period 9/1/14 through 9/30/14

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Prior Board Approval Date (if necessary)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	RBC Value	Cumulative % since last Board Approval
<b>Professional Services &amp; Grants</b>																
<b>Relocation</b>																
Multi-District, Project, or Statewide	Dayton Ave. Ed Complex Harriet Tubman E.S. James Madison School #10 (Most Holy Name) New Early Childhood Center New Franklin Elementary School Replacement New Middle School Roebing School University H.S. West Side H.S.	GP-0175-R03	2/11/12	62	Bluegrass Hydroseeding, LLC	9/9/14	\$27,996	\$1,030,685		\$19,010			\$1,077,691	3,749.42%	\$27,996	3749.42%
<b>Relocation</b>																
<b>Furniture, Fixtures &amp; Equipment</b>																
Long Branch	George L. Catrambone E.S. (formerly Elberon)	ET-0068-F04	4/11/14	1	Winco Mfg., LLC	9/4/14	\$2,789	\$0		\$-546			\$2,243	-19.58%	\$2,789	-19.58%
New Brunswick	A. Chester Redshaw E.S.	ET-0056-F04	7/3/14	1	Winco Mfg., LLC	9/8/14	\$4,114	\$0		\$-615			\$3,499	-14.94%	\$4,114	-14.94%
Trenton	Trenton Central H.S.	WT-0022-K04	5/2/14	2	Alarm and Communication Technologies, Inc.	9/2/14	\$51,050	\$0		\$823			\$51,874	1.61%	\$51,050	1.61%
<b>Furniture, Fixtures &amp; Equipment</b>																
<b>Others</b>																
Asbury Park	New Early Childhood Center (-x02)	ET-0038-L06	4/15/05	109	JCP&L	9/9/14	\$8,060	\$15,178		\$68			\$23,306	189.14%	\$8,060	189.14%
Asbury Park	New Early Childhood Center (-x02)		4/15/05	110	JCP&L	9/9/14	\$8,060	\$15,246		\$130			\$23,436	190.76%	\$8,060	190.76%
Asbury Park	New Early Childhood Center (-x02)	ET-0038-L16	8/2/11	37	New Jersey American Water	9/15/14	\$410	\$6,140		\$171			\$6,721	1,540.53%	\$410	1540.53%
Butler	Richard Butler E.S.	G5-3731-D01	7/9/10	2	District - Butler	9/12/14	\$59,410	\$-14,522		\$14,522			\$59,410	0.00%	\$59,410	NA
Cedar Grove Township	North End E.S.	G5-4113-D01	5/9/12	2	District - Cedar Grove Township	9/12/14	\$557,312	\$-18,627		\$4,446			\$543,131	-2.54%	\$557,312	-2.54%
Cedar Grove Township	South End E.S.	G5-4114-D01	5/9/12	2	District - Cedar Grove Township	9/12/14	\$708,027	\$-93,126		\$31,122			\$646,023	-8.75%	\$708,027	-8.75%
City Of Orange Township	Lincoln Avenue E.S.	ES-0008-M01	11/30/07	5	Lend Lease (US) Construction LMB Inc.	9/2/14	\$1,240,000	\$596,969	8/2/10	\$-25,353			\$1,811,616	46.09%	\$1,240,000	2.34%
Fort Lee	Fort Lee H.S.	G5-4163-D01	3/26/12	1	District - Fort Lee	9/15/14	\$348,000	\$0		\$-155,403			\$192,597	-44.65%	\$348,000	-44.65%
Fort Lee	Number 1 E.S.	G5-4166-D01	3/26/12	1	District - Fort Lee	9/15/14	\$278,000	\$0		\$-118,574			\$159,426	-42.65%	\$278,000	-42.65%
Fort Lee	Number 3 E.S.	G5-4168-D01	3/26/12	1	District - Fort Lee	9/15/14	\$212,800	\$0		\$-59,331			\$153,469	-27.88%	\$212,800	-27.88%
Fort Lee	Number 4 E.S.	G5-4172-D01	3/26/12	1	District - Fort Lee	9/15/14	\$198,000	\$0		\$-60,026			\$137,974	-30.31%	\$198,000	-30.31%
Garfield	James Madison School #10 (Most Holy Name)	NT-0014-L18	1/16/08	82	Public Service Electric and Gas Company	9/29/14	\$188	\$1,178		\$4			\$1,370	627.59%	\$188	627.59%

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**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Reporting Period 9/1/14 through 9/30/14

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Prior Board Approval Date (if necessary)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	RBC Value	Cumulative % since last Board Approval
<b>Professional Services &amp; Grants</b>																
<b>Others</b>																
Hainesport Township	Hainesport E.S.	G5-3815-D01	12/30/09	3	District - Hainesport Township	9/16/14	\$3,772,202	\$-557,353		\$204,135			\$3,418,984	-9.36%	\$3,772,202	-9.36%
Montclair	Montclair High School/George Inness H.S. Annex	G5-2796-D01	2/6/06	1	District - Montclair	9/8/14	\$211,590	\$0		\$-167			\$211,423	-0.07%	\$211,590	-0.07%
Multi-District, Project, or Statewide	Adverts As Contracts	GP-0004-R01	4/12/01	60	NJ Advance Media	9/17/14	\$130,907	\$16,418		\$66			\$147,391	12.59%	\$130,907	12.59%
Multi-District, Project, or Statewide	Adverts As Contracts	GP-0004-R02	4/12/01	61	Times Newspaper (The)--(Adverts)	9/17/14	\$62,132	\$1,334		\$20			\$63,486	2.17%	\$62,132	2.17%
Multi-District, Project, or Statewide	Early Childhood Development Center #25 Gladys Hillman-Jones M.S. Marshall Street Elementary School New Academic HS New ES University Six School University Six School	GP-0005-R10	7/3/02	38	Napco Copy Graphics Center Corp.	9/8/14	\$251,397	\$150,003		\$8,662			\$410,063	63.11%	\$251,397	62.29%
Multi-District, Project, or Statewide	New PS#16 Marshall Street Elementary School New Academic HS New HS (-x01) New Middle School University Six School University Six School		7/3/02	37	Napco Copy Graphics Center Corp.	9/9/14	\$251,397	\$147,948		\$2,055			\$401,400	59.66%	\$251,397	63.11%
Harrison	New Harrison High School (-x01)	GP-0005-R16	4/30/04	1	Trukmann's Reprographics	9/9/14	\$122,255	\$0		\$61			\$122,315	0.04%	\$122,255	0.04%
Multi-District, Project, or Statewide	NJIT	GP-0030-R01	5/9/03	5	New Jersey Institute of Technology	9/5/14	\$1,337,500	\$876,417	9/22/04	\$-541,769			\$1,672,148	25.02%	\$2,411,678	-30.66%
Camden City	Morgan Village M.S.	GP-0047-L03	1/31/04	3	Eckert Seamans Cherin & Mellott, LLC	9/11/14	\$851,682	\$0		\$20			\$851,702	0.00%	\$851,682	0.00%
Multi-District, Project, or Statewide	Elliott Street E.S. Harry L. Bain E.S. Number 21, Victor Mravlag E.S.	GP-0048-R01	1/27/05	4	Hunter Research, Inc.	9/10/14	\$139,403	\$12,767		\$-9,777			\$142,393	2.14%	\$139,403	2.14%
Multi-District, Project, or Statewide	Statewide Project ID	GP-0089-R11	8/26/08	94	Eckert Seamans Cherin & Mellott, LLC	9/25/14	\$148,910	\$970,234		\$3,140			\$1,122,284			
Egg Harbor Township	New Davenport E.S. #2 New Slaybaugh E.S. #3	GP-0162-R13	10/20/11	19	Hill Wallack, LLP	9/8/14	\$0	\$113,542		\$9,570			\$123,112	0.00%	\$0	NA

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**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Reporting Period 9/1/14 through 9/30/14

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Prior Board Approval Date (if necessary)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	RBC Value	Cumulative % since last Board Approval
<b>Professional Services &amp; Grants</b>																
<b>Others</b>																
Egg Harbor Township	New Davenport E.S. #2 New Slaybaugh E.S. #3	GP-0162-R13	10/20/11	20	Hill Wallack, LLP	9/24/14	\$0	\$123,112		\$1,733			\$124,845	0.00%	\$0	NA
Egg Harbor Township	New Davenport E.S. #2 New Slaybaugh E.S. #3		10/20/11	21	Hill Wallack, LLP	9/30/14	\$0	\$124,845		\$4,277			\$129,122	0.00%	\$0	NA
Jersey City	Frank R. Conwell ES #3 (aka New PS3 ES) Frank R. Conwell MS #4 (New Middle School #4)	GP-0162-R15	10/20/11	16	Eckert Seamans Cherin & Mellott, LLC	9/8/14	\$0	\$359,758		\$23,915			\$383,673	0.00%	\$0	NA
Jersey City	Frank R. Conwell ES #3 (aka New PS3 ES) Frank R. Conwell MS #4 (New Middle School #4)		10/20/11	17	Eckert Seamans Cherin & Mellott, LLC	9/8/14	\$0	\$383,673		\$10,067			\$393,741	0.00%	\$0	NA
Multi-District, Project, or Statewide	New PS#16 Buckshutem Road E.S. - G. Foster ECC Dayton Ave. Ed Complex Elliott Street E.S. New Academic HS New Caruso E.S. New ES New ES #3 New ES at Henry St. (-x01) Oliver Street E.S. Port Monmouth Road School Quarter Mile Lane E.S. Roberto Clemente E.S. Statewide Project ID Trenton Central H.S.	GP-0195-R02	2/28/13	7	Banc3, Inc.	9/8/14	\$0	\$169,305		\$37,623			\$206,928	0.00%	\$0	NA
Multi-District, Project, or Statewide	New PS#16 A. Chester Redshaw E.S. Buckshutem Road E.S. - G. Foster ECC Camden H.S. Dayton Ave. Ed Complex Elliott Street E.S. New Academic HS New ES #3 New ES at Henry St. (-x01) Oliver Street E.S. Paul Robeson Community E.S. Port Monmouth Road School Quarter Mile Lane E.S. Statewide Project ID Trenton Central H.S.		2/28/13	8	Banc3, Inc.	9/29/14	\$0	\$206,928		\$39,009			\$245,936	0.00%	\$0	NA

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**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Reporting Period 9/1/14 through 9/30/14

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Prior Board Approval Date (if necessary)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	RBC Value	Cumulative % since last Board Approval
<b>Professional Services &amp; Grants</b>																
<b>Others</b>																
Multi-District, Project, or Statewide	Chancellor Avenue E.S. Number 11, Memorial E.S. Number 5 E.S. Number 1 E.S. Passaic H.S. Union Avenue M.S. University M.S.	GP-0195-R04	2/28/13	14	STV Construction, Inc.	9/10/14	\$0	\$161,779		\$15,057			\$176,835	0.00%	\$0	NA
Multi-District, Project, or Statewide	Chancellor Avenue E.S. Number 5 E.S. Number 1 E.S. Union Avenue M.S.		2/28/13	15	STV Construction, Inc.	9/18/14	\$0	\$176,835		\$10,431			\$187,267	0.00%	\$0	NA
Multi-District, Project, or Statewide	Trenton Central H.S.	GP-0195-R06	2/28/13	4	Armand Corporation	9/29/14	\$0	\$36,637		\$12,996			\$49,633	0.00%	\$0	NA
Multi-District, Project, or Statewide	New PS#16 A. Chester Redshaw E.S. Buckshutem Road E.S. - G. Foster ECC Elliott Street E.S. New Caruso E.S. New ES New ES at Henry St. (-x01) New Middle School Oliver Street E.S. Quarter Mile Lane E.S. Statewide Project ID Trenton Central H.S.	GP-0195-R07	2/28/13	7	Unique Advantage, LLC	9/29/14	\$0	\$54,288		\$5,304			\$59,592	0.00%	\$0	NA
Multi-District, Project, or Statewide	Legal Services	GP-0200-R13	11/14/13	3	Rabinowitz, Lubetkin & Tully, LLC	9/8/14	\$0	\$2,203		\$1,013			\$3,215	0.00%	\$0	NA
Multi-District, Project, or Statewide	10 Region PMF Selection	PM-0006-P01	12/10/01	69	URS Corporation Group Consultants	9/19/14	\$10,348,590	\$6,874,100	5/6/08	\$2,100,000	Y	5/7/14	\$19,322,690	86.71%	\$10,348,590	20.29%
Multi-District, Project, or Statewide	10 Region PMF Selection	PM-0017-P01	1/3/03	25	Turner Construction Company	9/5/14	\$31,295,560	\$-10,786,417	11/22/10	\$-5,417			\$20,503,726	-34.48%	\$31,295,560	-0.09%
Multi-District, Project, or Statewide	10 Region PMF Selection	PM-0024-P01	12/20/02	30	URS Corporation Group Consultants	9/19/14	\$11,824,185	\$2,315,099	5/6/08	\$750,000	Y	5/7/14	\$14,889,284	25.92%	\$11,824,185	6.68%
Newark	New Franklin Elementary School Replacement	GP-0047-L07	9/1/04	65	Carella, Byrne, Cecchi, Olstein, Brody & Agnello	9/24/14	\$1,443,843	\$656,573		\$1,575			\$2,101,991	45.58%	\$1,443,843	45.58%
Newark	Performing Arts School	NE-0002-G01	4/2/12	7	Legal Settlements	9/17/14	\$0	\$-842,158		\$-106,645			\$-948,803	0.00%	\$0	NA
Newark	West Side H.S.	NE-0008-L56	7/1/04	53	City of Newark	9/5/14	\$2,512	\$6,001		\$23			\$8,537			
Newark	West Side H.S.	NE-0070-L22	4/8/10	158	Public Service Electric and Gas Company	9/5/14	\$22	\$15,793		\$22			\$15,837			

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**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Reporting Period 9/1/14 through 9/30/14

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Prior Board Approval Date (if necessary)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	RBC Value	Cumulative % since last Board Approval
<b>Professional Services &amp; Grants</b>																
<b>Others</b>																
Newark	West Side H.S.	NE-0070-L22	4/8/10	159	Public Service Electric and Gas Company	9/9/14	\$22	\$15,816		\$114			\$15,952			
Newark	West Side H.S.		4/8/10	160	Public Service Electric and Gas Company	9/9/14	\$22	\$15,930		\$108			\$16,060			
Paterson	Number 5 E.S.	GB-0200-D01			District - Paterson	9/11/14	\$15,000	\$0		\$12,000			\$27,000			
Phillipsburg	Phillipsburg H.S.	GB-0154-D01	10/30/08	1	District - Phillipsburg	9/8/14	\$398,528	\$0		\$-16,035			\$382,493	-4.02%	\$398,528	-4.02%
Trenton	Martin Luther King/Jefferson School	GP-0105-R01	5/20/08	15	First Environment, Inc.	9/23/14	\$113,566	\$94,892		\$8,169			\$216,627	90.74%	\$113,566	90.74%
Trenton	Martin Luther King/Jefferson School		5/20/08	16	First Environment, Inc.	9/23/14	\$113,566	\$103,061		\$15,519			\$232,145	104.41%	\$113,566	104.41%
Union City (Hudson Co.)	Columbus Elementary School (aka New ES)	HU-0012-M01	5/19/09	4	Epic Management, Inc.	9/2/14	\$1,353,617	\$73,026	12/7/11	\$-20,000			\$1,406,644	3.91%	\$1,353,617	-13.02%
Westfield	Westfield Senior H.S.	G5-0201-D01	11/9/01	1	District - Westfield	9/12/14	\$6,571,130	\$0		\$-324,173			\$6,246,957	-4.93%	\$6,571,130	-4.93%
<b>Others</b>																
<b>Professional Services &amp; Grants</b>																
										<b>\$-10,992,853</b>						

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**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Reporting Period 9/1/14 through 9/30/14

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Prior Board Approval Date (if necessary)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	RBC Value	Cumulative % since last Board Approval
<b>Construction Services</b>																
<b>Contractor</b>																
Elizabeth	Number 21, Victor Mravlag E.S.	EL-0016-C03	11/16/06	162	Ernest Bock & Sons, Inc.	9/23/14	\$20,587,000	\$12,631,691	9/4/13	\$2,736			\$33,221,427	61.37%	\$20,587,000	0.55%
Jersey City	Number 20 E.S.	JE-0010-C01	9/16/13	5	Dobco, Inc.	9/16/14	\$28,735,000	\$961,874		\$14,877			\$29,711,751	3.39%	\$28,735,000	0.05%
New Brunswick	A. Chester Redshaw E.S.	ET-0056-B01	10/9/12	5	Hall Construction Co., Inc.	9/16/14	\$34,872,000	\$42,342		\$5,913			\$34,920,255	0.13%	\$34,872,000	0.13%
Newark	Dr. E. Alma Flagg E.S.	EP-0065-C01	4/23/13	2	Catcord Construction Co., Inc.	9/2/14	\$470,250	\$41,360		\$10,295			\$521,905	10.98%	\$470,250	10.98%
Phillipsburg	New HS (-x01)	NT-0003-C02	6/6/13	8	Epic Management, Inc.	9/16/14	\$80,490,000	\$787,724		\$18,287			\$81,296,011	1.00%	\$80,490,000	0.03%
West New York	Number 3 E.S.	HU-0006-C02	3/1/07	158	Prismatic Development Corp.	9/30/14	\$38,200,000	\$7,033,378	7/30/12	\$1,747,817	Y	9/3/14	\$46,981,195	22.98%	\$38,200,000	4.57%
<b>Contractor</b>																
<b>Construction Services</b>																
										<b>\$1,799,925</b>						

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NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)

Reporting Period 9/1/14 through 9/30/14

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Prior Board Approval Date (if necessary)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	RBC Value	Cumulative % since last Board Approval
<b>Other Contracts &amp; Services</b>																
<b>Others</b>																
Multi-District,	James Madison School #10 (Most Holy Project, or Statewide Name)	GP-0041-L12	8/14/12	6	Valley National Title Services, Agent for Lawyers	9/8/14	\$0	\$2,738		\$279			\$3,017	0.00%	\$0	NA
<b>Others</b>																
<b>Other Contracts &amp; Services</b>										\$279						

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

Reporting Period 9/1/14 through 9/30/14

Total Change Order Summary

Total Change Orders

**Grand Totals**

\$-9,088,565

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**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
Cumulative CO %	Cumulative percentage change in contract value (excluding additional assignments) over the original contract award amount
RBC Value	Revised Basis Contract Value – This value is the Original Award amount for contracts executed after July 27, 2005 or contracts for which board approval has been required after July 27, 2005. Otherwise, this value is the contract value as of July 27, 2005.
Cumulative % since last Board Approval	Cumulative percentage change in contract value since either the later of July 27, 2005 or last board action date over the RBC Value. If the current change order received approval prior to July 27, 2005 this value is not applicable.

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

**SETTLEMENT CLAIMS**

**Settled Claims Log**

Contract #	School Name	Claimant	Type of Claim	Settlement Date	Claim Amount (Per SDA Form 505)	Settlement
HS-0050-C01	Camden HS	Winchester Roofing	Extended General Conditions	7/2/2014	\$179,904.41	\$37,325.66
NE-0009-C02	Speedway ES	Delric Construction	Removal of Impacted Soils	7/22/2014	\$264,713.00	\$172,518.86
NE-0009-C02	Speedway ES	Delric Construction	67 CD Extension - Impacted Soils	7/22/2014	\$181,074.45	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Sales Tax Reimbursement	7/22/2014	\$1,757.33	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Pit excavation - contaminated water	7/22/2014	\$26,054.00	\$3,108.41
NE-0009-C02	Speedway ES	Delric Construction	Removal of 18" RCP	7/22/2014	\$2,282.00	\$770.12
NE-0009-C02	Speedway ES	Delric Construction	Relocation of new water lines	7/22/2014	\$12,514.00	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Additional site dewatering	7/22/2014	\$17,307.00	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Permit Fees	7/22/2014	\$11,131.00	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Add'l flashing - duct supports	7/22/2014	\$12,855.00	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Temporary Heat	7/22/2014	\$401,853.08	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Excavation - unsuitable soils	7/22/2014	\$46,137.00	\$19,560.11
NE-0009-C02	Speedway ES	Delric Construction	Additional excavation/backfill per PMF	7/22/2014	\$55,578.00	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Remove additional concrete	7/22/2014	\$79,302.35	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Emergency gas/water shut off	7/22/2014	\$13,853.90	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Additional uplift bridging	7/22/2014	\$7,997.12	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Langan directed additional excavation	7/22/2014	\$435,722.00	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Remove and replace s. wall brick	7/22/2014	\$26,975.18	\$9,743.42
NE-0009-C02	Speedway ES	Delric Construction	Solid vs. hollow picket fence	7/22/2014	\$75,932.56	\$31,070.65
NE-0009-C02	Speedway ES	Delric Construction	Inspection of backfill remedial work	7/22/2014	\$33,102.83	\$10,611.89
NE-0009-C02	Speedway ES	Delric Construction	Lavatory shield trap wraps	7/22/2014	\$8,308.80	\$3,690.78
NE-0009-C02	Speedway ES	Delric Construction	Electrical delay	7/22/2014	\$698,040.09	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Added structural steel work	7/22/2014	\$132,944.41	\$10,585.23
NE-0009-C02	Speedway ES	Delric Construction	Miscellaneous plumbing changes	7/22/2014	\$7,373.71	\$0.00
NE-0009-C02	Speedway ES	Delric Construction	Delric Delay Claim	7/22/2014	\$3,012,629.00	\$479,639.25
PM-0006-P01	Jersey City Region	URS Corporation	Project delays/additional costs	9/17/2014	\$3,981,653.00	\$2,100,000.00
PM-0024-P01	Region 10 Schools	URS Corporation	Additional Compensation	9/17/2014	\$2,761,767.00	\$750,000.00
HU-0006-C02	West New York #3	Prismatic Dev.	Low E Coating Glazed Windows	9/29/2014	\$33,807.00	\$29,106.00
HU-0006-C02	West New York #3	Prismatic Dev.	Atrium SWO Impact	9/29/2014	\$3,650,122.00	\$1,541,403.00
			<b>TOTAL FOR SEPTEMBER, 2014</b>		<b>\$16,172,691.22</b>	<b>\$5,199,133.38</b>

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**CONTRACTOR AND WORKFORCE COMPLIANCE REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Karon Simmonds /s/ Karon Simmonds  
Director Risk Management and Vendor Services  
Office of the Chief Financial Officer

DATE: November 5, 2014

SUBJECT: Contractor and Workforce Compliance Monthly Update for August, 2014

Vendor Services staff continues to participate at mandatory pre-bid and pre-construction meetings to instruct and inform bidders regarding SDA's SBE goals, policies and procedures, including:

- Small Business Enterprise subcontracting goal of 25% of all contracts
- County workforce goals for minorities and females
- Detailed process procedures to monitor and track the progress made toward these goals throughout the life cycle of each project

At these meetings, vendors are strongly encouraged to identify and hire minority-owned and women-owned firms, as well as locally-based enterprises, for diverse business participation on all school building projects. Additional outreach strategies are discussed and utilized.

**SMALL BUSINESS ENTERPRISE (SBE) COMPLIANCE MONITORING**

The SDA regularly exceeds the State-mandated 25% SBE goal. The total SDA contract dollars awarded from January 1 through August 31, 2014 was \$88,868,799. The figures below demonstrate compliance with this requirement.

**SBE Breakdown**

The total contract dollars awarded to all SBE contractors was \$64,908,791 (including minorities and women). This represents 73.04% of all SDA contracts.

Type of Business Enterprise	Contract Amount	% of Total SDA Contracts
Small Business Enterprises	\$58,294,962	65.60%
Small/ Minority Business Enterprises	\$ 538,180	0.61%
Small/Women Business Enterprises	\$6,075,649	6.83%
Small/Minority/Women Business Enterprises	\$ -0-	0.00%
<b>TOTAL SBE CONTRACTS</b>	<b>\$64,908,791</b>	<b>73.04%</b>

Members of the Authority  
 Contractor and Workforce Compliance Monthly Update  
 November 5, 2014  
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### Ethnic Breakdown

The total SBE contracts awarded with minority participation were \$538,180 equaling 0.61% (includes S/MBEs and S/M/WBEs as shown below).

Ethnicity	Contract Amount	Percentage
American Indian	\$ -0-	0.00%
Asian	\$ 514,180	0.58%
Black	\$ 24,000	0.03%
Hispanic	\$ -0-	0.00%
<b>Total</b>	<b>\$ 538,180</b>	<b>0.61%</b>

### WORKFORCE COMPLIANCE MONITORING

For the month of August, 2014 there was a contractor workforce of 802 on SDA projects. This represents a total of 49,144 contractor workforce hours as follows:

Contractor Workforce Breakdown (All Trades/Districts/Counties)			
Ethnicity	Total Workforce	Total Workforce Hours	Workforce Hours Percentage
Black	89	6,412	13.05%
Hispanic	130	6,401	13.02%
American Indian	0	0	0.00%
Asian	21	786	1.60%
<b>Total Minority Participation</b>	<b>240</b>	<b>13,599</b>	<b>27.67%</b>
Total Non-Minority Participation	562	35,545	72.33%

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 Contractor and Workforce Compliance Monthly Update  
 November 5, 2014  
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There was a contractor workforce of 271,817 total workforce hours and 3,589 total female workforce hours on SDA projects for the period of January 1, 2014 through August 31, 2014. The following table highlights the *Local County contractor workforce* participation for that period:

<b>Local County Workforce Participation</b>	<b>Workforce Hours</b>	<b>Percentage</b>
*Total Workforce Hours	271,817	100.00%
<b>*Total Local County Workforce Hours</b>	<b>51,867</b>	<b>19.08%</b>
<b>Total Local County Non-Minority Workforce Hours</b>	<b>34,986</b>	<b>12.87%</b>
<b>Total Local County Female Workforce Hours</b>	<b>1,149</b>	<b>0.42 %</b>
<b>Total Local County Minority Workforce Hours</b>	<b>16,881</b>	<b>6.21%</b>
<b>**Local County Workforce Hours by Ethnicity:</b>		
Black	9,677	3.56%
Hispanic	6,659	2.45%
American Indian	0	0.00%
Asian	545	0.20%

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

\*\*Minority breakdown represents Black, Hispanic, American Indian, and Asian laborers. Minority female laborers are captured as female laborers only and are not included in the minority breakdown.

Members of the Authority  
 Contractor and Workforce Compliance Monthly Update  
 November 5, 2014  
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The following table represents contractor and female workforce for all SDA active Capital Projects and all active and completed Emergent Projects for the period of January 1, 2014 through August 31, 2014.

SDA Managed Project	Total Workforce Hours	Minority Workforce Hours & Percentage		Local County Workforce Hours & Percentage	
		Hours	Percentage	Hours	Percentage
Bridgeton, Buckshutem & Quarter Mile	4,683	755	16.12%	0	0.00%
Elizabeth, New Academic HS	13,682	2,853	20.85%	13,363	97.67%
Jersey City PS #20	6,067	1,708	28.15%	0	0.00%
Keansburg, Caruso ES	197	90	45.69%	8	4.06%
Long Branch, Catrambone ES	40,420	8,734	21.61%	6,935	17.16%
New Brunswick, Redshaw ES	82,388	21,402	25.98%	10,717	13.01%
Newark, Elliott Street ES	29,771	12,213	41.02%	5,073	17.04%
Newark, Oliver Street ES	16,555	4,300	25.97%	0	0.00%
Passaic, Henry Street	34,447	5,356	15.55%	1,758	5.10%
Paterson, Marshall Street ES	9,090	2,901	31.91%	216	2.38%
Paterson, PS #16	144	51	35.42%	24	16.67%
Phillipsburg, New HS	15,268	1,086	7.11%	0	0.00%
All Emergent Projects (YTD)	11,912	6,110	51.29%	1,395	11.71%
<b>Totals</b>	<b>264,624</b>	<b>67,559</b>	<b>25.53%</b>	<b>39,489</b>	<b>14.92%</b>

Prepared by: Adele Bonar, CPA, Vendor Analyst  
 Nicholas Torrens, Vendor Analyst

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



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: November 5, 2014

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 September 2014. Also included is a detailed list of grants executed and grants offered during the reporting period.

**Monthly Update:**

- No new grants were offered during the reporting period.
- 75 grants impacting 14 districts were executed during the reporting period representing \$42.2M in total project costs and state share of \$17.1M.
- 9 grants impacting 8 districts were closed out during the reporting period representing \$28.8M in total project costs and state share of \$11.6M.
- Since inception, over \$2.45B has been disbursed to over 515 regular operating districts through the grant program.
- Since inception over \$3.3B 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  
September 2014

ROD Grant Summary Since Program Inception				
	Offered <sup>1</sup>	Executed	Closed-Out	Active
Districts Impacted	287	516	490	286
Number of Grant Projects	1,329	4,716	3,442	1,274
Total Project Cost Estimate	\$ 1,439,117,391	\$ 8,414,344,033	\$ 7,141,585,857	\$ 1,272,758,177
Grant Amount	\$ 577,523,506	\$ 2,777,567,066	\$ 2,283,759,847	\$ 493,807,219
Amount Disbursed	N/A	\$ 2,459,029,287	\$ 2,283,759,847	\$ 175,269,440

Total Funding Offered to School Districts via Grant Program	\$ 3,355,090,572
---	------------------

Total ROD Grant Funding remaining for new Grant Projects	\$ 10,383,653
--	---------------

1. Includes grants that have been offered to District's but have not yet been executed.

ROD Grant Summary - August 2014		
	Executed	Closed-Out
Districts Impacted	14	8
Number of Grant Projects	75	9
Total Project Cost Estimate	\$ 42,240,174	\$ 28,776,697
Grant Amount	\$ 17,055,218	\$ 11,569,802
Amount Disbursed	NA	\$ 11,569,802

\* 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.

NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)



Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail

September 2014

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Atlantic	Margate City	Eugene A. Tighe M.S.	\$ 1,437,633	\$ 575,053	Renovations - includes asbestos abatement, ADA upgrades
Atlantic	Margate City	William H. Ross III Intermediate School	\$ 467,841	\$ 187,136	Renovations and alterations - includes HVAC upgrades, classroom renovations for toilet rooms
Bergen	Fair Lawn	Fair Lawn H.S.	\$ 581,000	\$ 232,400	Window replacement on rear side of school
Bergen	Fair Lawn	Memorial Middle School	\$ 874,150	\$ 349,660	Window replacement in remainder of school
Bergen	Fair Lawn	Warren Point E.S.	\$ 350,450	\$ 140,180	Window replacement in original building
Bergen	Northern Highlands Regional	Northern Highlands Regional H.S.	\$ 851,500	\$ 340,600	Install AC for classrooms and office of science wing
Bergen	Tenaflly	J. Spencer Smith E.S.	\$ 935,730	\$ 374,292	Roof replacement
Essex	Bloomfield Township	Berkeley E.S.	\$ 163,165	\$ 68,631	Replace exterior entrance and exit doors
Gloucester	Washington Township - Gloucester	Bells E.S.	\$ 581,500	\$ 232,600	Boiler replacement
Gloucester	Washington Township - Gloucester	Bells E.S.	\$ 75,024	\$ 30,010	Security upgrades
Gloucester	Washington Township - Gloucester	Birches E.S.	\$ 581,500	\$ 232,600	Boiler replacement
Gloucester	Washington Township - Gloucester	Birches E.S.	\$ 75,000	\$ 30,000	Security upgrades
Gloucester	Washington Township - Gloucester	Bunker Hill M.S.	\$ 127,995	\$ 51,198	Security upgrades
Gloucester	Washington Township - Gloucester	Chestnut Ridge M.S.	\$ 124,877	\$ 49,951	Security upgrades
Gloucester	Washington Township - Gloucester	Grenloch Terrace ECC	\$ 671,947	\$ 268,779	Roof replacement
Gloucester	Washington Township - Gloucester	Grenloch Terrace ECC	\$ 70,094	\$ 28,038	Security upgrades
Gloucester	Washington Township - Gloucester	Hurffville E.S.	\$ 75,290	\$ 30,116	Security upgrades
Gloucester	Washington Township - Gloucester	Orchard Valley M.S.	\$ 123,777	\$ 49,511	Security upgrades
Gloucester	Washington Township - Gloucester	Thomas Jefferson E.S.	\$ 75,507	\$ 30,203	Security upgrades

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

**Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail**

September 2014

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Gloucester	Washington Township - Gloucester	Washington Twp. H.S.	\$ 1,490,547	\$ 596,219	Boiler replacement in 11/12 wing
Gloucester	Washington Township - Gloucester	Washington Twp. H.S.	\$ 236,600	\$ 94,640	Cooling tower replacement
Gloucester	Washington Township - Gloucester	Wedgwood E.S.	\$ 678,800	\$ 271,520	Boiler replacement
Gloucester	Washington Township - Gloucester	Wedgwood E.S.	\$ 75,000	\$ 30,000	Security upgrades
Gloucester	Washington Township - Gloucester	Whitman E.S.	\$ 999,770	\$ 399,908	Roof replacement
Gloucester	Washington Township - Gloucester	Whitman E.S.	\$ 679,800	\$ 271,920	Boiler replacement
Gloucester	Washington Township - Gloucester	Whitman E.S.	\$ 74,841	\$ 29,936	Security upgrades
Hunterdon	Tewksbury Township	New Tewksbury E.S.	\$ 335,000	\$ 134,000	Security upgrades
Hunterdon	Tewksbury Township	New Tewksbury E.S.	\$ 50,000	\$ 20,000	HVAC upgrades
Hunterdon	Tewksbury Township	Old Turnpike M.S.	\$ 495,000	\$ 198,000	Emergency generator installation
Hunterdon	Tewksbury Township	Old Turnpike M.S.	\$ 245,000	\$ 98,000	HVAC upgrades
Mercer	Hamilton Township - Mercer	Alexander E.S.	\$ 722,035	\$ 288,814	Partial Roof replacement
Mercer	Hamilton Township - Mercer	Hamilton East-Steinert H.S.	\$ 850,372	\$ 340,149	Partial roof replacement
Mercer	Hamilton Township - Mercer	Richard C. Crockett M.S.	\$ 3,257,851	\$ 1,303,140	Roof replacement
Mercer	Hamilton Township - Mercer	Sayen E.S.	\$ 474,929	\$ 189,972	Roof replacement
Middlesex	South Amboy	South Amboy H.S.	\$ 254,440	\$ 101,776	Roof replacement
Monmouth	Middletown Township	Bayshore M.S.	\$ 2,675,640	\$ 1,070,256	Roof replacement
Monmouth	Middletown Township	Bayshore M.S.	\$ 106,639	\$ 42,656	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Bayview E.S.	\$ 1,148,500	\$ 459,400	Roof replacement
Monmouth	Middletown Township	Bayview E.S.	\$ 33,338	\$ 13,335	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Fairview E.S.	\$ 572,800	\$ 229,120	Roof replacement
Monmouth	Middletown Township	Fairview E.S.	\$ 24,971	\$ 9,988	Replacement of telephone system, security, communication systems

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

**Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail**

September 2014

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Monmouth	Middletown Township	Harmony E.S.	\$ 33,834	\$ 13,534	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Leonardo E.S.	\$ 449,250	\$ 179,700	Roof replacement
Monmouth	Middletown Township	Leonardo E.S.	\$ 24,474	\$ 9,790	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Lincroft E.S.	\$ 25,468	\$ 10,187	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Middletown - North H.S.	\$ 3,374,725	\$ 1,349,890	Geothermal upgrades
Monmouth	Middletown Township	Middletown - North H.S.	\$ 1,939,200	\$ 775,680	Roof replacement
Monmouth	Middletown Township	Middletown - North H.S.	\$ 153,916	\$ 61,566	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Middletown HS South	\$ 132,412	\$ 52,965	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Middletown Village E.S.	\$ 127,500	\$ 51,000	Roof replacement
Monmouth	Middletown Township	Middletown Village E.S.	\$ 25,954	\$ 10,382	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Navesink E.S.	\$ 745,250	\$ 298,100	Roof replacement
Monmouth	Middletown Township	Navesink E.S.	\$ 21,989	\$ 8,796	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	New Monmouth E.S.	\$ 1,186,800	\$ 474,720	roof replacement
Monmouth	Middletown Township	New Monmouth E.S.	\$ 38,802	\$ 15,521	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Nut Swamp E.S.	\$ 740,080	\$ 296,032	roof replacement
Monmouth	Middletown Township	Nut Swamp E.S.	\$ 32,345	\$ 12,938	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Ocean Avenue E.S.	\$ 24,971	\$ 9,988	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Port Monmouth E.S.	\$ 21,492	\$ 8,597	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	River Plaza E.S.	\$ 606,150	\$ 242,460	roof replacement
Monmouth	Middletown Township	River Plaza E.S.	\$ 23,978	\$ 9,591	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Thompson M.S.	\$ 2,356,152	\$ 942,461	Geothermal upgrades
Monmouth	Middletown Township	Thompson M.S.	\$ 57,956	\$ 23,182	Replacement of telephone system, security, communication systems
Monmouth	Middletown Township	Thorne M.S.	\$ 2,356,152	\$ 942,461	Geothermal upgrades
Monmouth	Middletown Township	Thorne M.S.	\$ 57,458	\$ 22,983	Replacement of telephone system, security, communication systems
Morris	Rockaway Township	Birchwood E.S.	\$ 676,500	\$ 270,600	Window replacement
Morris	Rockaway Township	Catherine A. Dwyer E.S.	\$ 462,625	\$ 185,050	HVAC upgrades

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

**Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail**

September 2014

<b>County</b>	<b>District</b>	<b>School Name</b>	<b>Total Project Cost Estimate</b>	<b>Grant Amount</b>	<b>Project Description</b>
Morris	Rockaway Township	Catherine A. Dwyer E.S.	\$ 195,000	\$ 78,000	elevator replacement
Morris	Rockaway Township	Dennis B. O'Brien E.S.	\$ 400,000	\$ 160,000	Boiler replacement
Morris	Rockaway Township	Dennis B. O'Brien E.S.	\$ 375,000	\$ 150,000	partial roof replacement and electrical service upgrades
Ocean	Bay Head	Bay Head E.S.	\$ 242,000	\$ 96,800	Electrical upgrades and fire alarm system replacement
Somerset	North Plainfield Borough	Stony Brook E.S.	\$ 637,240	\$ 410,678	Window replacement
Warren	Great Meadows Regional	Great Meadows Regional M.S.	\$ 68,640	\$ 27,456	Security upgrades
Warren	Great Meadows Regional	Independence Township Central E.S.	\$ 223,113	\$ 89,245	Partial window replacement; security upgrades
Warren	Great Meadows Regional	Liberty Township E.S.	\$ 677,895	\$ 271,158	Partial roof replacement; security upgrades
<b>Grand Total</b>		<b>Grants Executed - 75</b>	<b>\$ 42,240,174</b>	<b>\$ 17,055,218</b>	

**7**

**NOTIFICATION OF AMENDMENTS TO GOODS AND SERVICES CONTRACTS NOT EXCEEDING \$250,000**  
*(no activity)*

**COMMUNICATIONS MONTHLY REPORT**

## MEMORANDUM

TO: Members of the Authority

FROM: /s/ Kristen MacLean, Director of Communications

DATE: November 5, 2014

SUBJECT: Monthly Communications Report

### Christie Administration Breaks Ground for New School 16 in Paterson



On Tuesday, October 21, Acting Governor Guadagno joined SDA and Paterson officials to celebrate the ceremonial ground breaking for the new School 16 in Paterson. The new 109,500 square-foot School 16 is designed to educate approximately 700 students in prekindergarten through eighth grades. The facility will include 22 general use classrooms, four prekindergarten classrooms, three kindergarten classrooms, specialized instruction classrooms and labs, a media center, a gymnasium and a cafetorium.

School 16 is the latest school to be built in Paterson by the SDA and, along with the Marshall Street School, which is also under construction, illustrates the State's investment in the children of Paterson. Combined, these two new projects will provide approximately 1,350 new seats for Paterson's elementary school population.

### SDA Staff Participates in School Security Panel

On Thursday, October 16, Ritchard Sherman, SDA Managing Director – Architecture, participated in a panel discussion on Safe, Secure & Supportive Schools Balancing Nurturing K-12 Environments & Security Design. Panelists included representatives from the New York School Construction Authority and the Office of School Facilities at the State of Connecticut Division of Construction Services as well as the architects currently designing the new Sandy Hook Elementary School in Newtown, Connecticut.

### SDA Highlights Recent Project Activity

Throughout the month, SDA also continued to highlight the ROD Grant program through the issuance of multiple press releases announcing the recent execution of grants for Regular Operating Districts to the following school districts across the state:

- Bergen County Technical Schools

Members of the Authority  
Communications Report  
November 5, 2014  
Page 2 of 2

- Frankford Township
- Hillsborough Township
- Howell Township
- Lakeland Regional High School District
- Mahwah Township
- Mercer County Special Services School District
- North Hunterdon-Voorhees Regional School District
- North Plainfield
- Northvale
- Pascack Valley Regional High School District
- Plumsted
- Pompton Lakes
- Readington Township
- Wallington

Prepared by: Edye Maier  
Reviewed by: Jane F. Kelly

**MONTHLY FINANCIAL REPORT**



33 EAST FRONT STREET  
 P.O. BOX 991  
 MANTON, NJ 08625-0991  
 609-858-5325

## MEMORANDUM

TO: The Members of the Authority

FROM: Sherman E. Cole, CPA /s/ Sherman E. Cole  
 Controller

DATE: November 5, 2014

SUBJECT: Monthly Financial Report – September 2014

The Office of the Chief Financial Officer is providing the attached monthly financial report to the Members of the Authority for their information. Included on pages 1 and 2 of this report is a “Financial Summary” of the Authority’s activities for the year. On pages 3 and 4 of the report is a summary of the Authority’s operating expenditures, and headcount information. Page 3A contains an itemized breakdown of personnel costs that have been allocated to school facilities project costs from program general and administrative (“Operating”) expense. The basic financial statement and cash flow report follow.

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

For September 2014 year to date, Authority operating expenses, **\$13.4 million**, are **down \$2.6 million** as compared to the operating budget for the *corresponding period*. The deviation of actual expenses versus budget is due to:

- Lower salary & benefit costs **\$2.4 million**. The Authority is currently 24 FTEs under budget. Also, the annual employer pension contribution payment was \$223K lower than anticipated.

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

For September 2014 year to date, Authority operating expenses, **\$13.4 million**, are **\$1.8 million** lower as compared to the *corresponding prior year*. The decrease in the year-over-year expense is due to:

- Cost savings related to the lease termination of 1 West State Street office space **\$1.2M**, offset by the expenditures incurred with the move to 32 East Front Street, **(\$426K)**;
- Personnel Expense, **\$548K** – 10 fewer FTE’s, a lower annual pension contribution payment, and a higher allocation of salary & benefit costs from operating expenses to project cost, offset by a salary increase for new hires;
- Cost savings related to MIS projects, **\$190K** (including the DOE Long Range Facility Project, \$151K) and Contract Services **\$99K**, (including Internal Audit fees, \$84K);
- 2013 expenditure for leasehold improvements, and the new telephone system, **\$189K**.

Members of the Authority  
November 5, 2014  
Page 2

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

For September 2014 year to date, project expenditures, **\$202.1 million**, are **down \$38.8 million** as compared to the capital spending forecast for the *corresponding period*. The variance is primarily due to lower than anticipated expenditures in; grant activity **\$21.1M**, construction activity **\$22.5M**, and partially offset by an increase in other project related costs (**\$4.8M**).

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

For September 2014 year to date, project expenditures, **\$202.1 million**, have increased by **\$44.4M** as compared to the *corresponding prior year*. The year-over-year variance is attributable to increased spending for construction cost **\$44.1M**, and other project related activity **\$14M**, as well as the 2013 insurance claim cost recovery (credit in prior year) for the Elliott Street School **\$8.3M**, offset by a decrease in grant activity, **\$22M**.

**Other**

Since program inception, 69% of the funds authorized for the SDA Districts have been disbursed. Additionally, since program inception 96% of all SDA disbursements relate to school facilities projects and 4% relate to Operating expense.

The *estimated value* of active school facilities projects is approximately \$2.2B.

Attachment



**New Jersey Schools Development Authority  
Monthly Financial Report**

**September 2014**

**(Unaudited)**

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New Jersey Schools Development Authority  
 Financial Summary  
 September 30, 2014

To: The Audit Committee

From: Sherman E. Cole, Controller

The following unaudited financial statements (pages 5 & 6) and supplementary information is presented as of, and for the year-to-date ending, September 30, 2014.

**Selected Financial Information:**

▶ Overall **Cash and Cash Equivalents** has decreased by \$155 million to \$127 million, as follows:

■ Receipt of bond and note proceeds (Issued by EDA)	\$ 60,000,000
■ Investment earnings	90,468
■ Miscellaneous revenue	100,298
■ Project costs	(202,143,762)
■ SDA operating expenses	(11,052,594)
■ SDA capital expenditures	(43,031)
■ Deposits (primarily district local shares)	(1,862,933)
Net Change in Cash	\$ (154,911,554)

▶ **Prepaid Expenses** total \$279,167 as follows:

- Prepaid insurance of \$132,295.
- Prepaid rents of \$98,552 for the Authority's leased office space in Trenton and Newark.
- Prepaid MIS maintenance service contracts of \$8,705.
- Prepaid security deposits of \$10,937 for the Authority's leased swing space.
- Other prepaids of \$28,678.

▶ **Capital Assets** total \$.3 million (net of accumulated depreciation of \$6.4 million), consisting of leasehold improvements (SDA offices), capitalized software, equipment, furniture and fixtures in support of SDA operations. Depreciation on capital assets is calculated using the straight-line method over the life of each asset. For the year to date, **Capital Expenditures** are \$43,031 and **Depreciation Expense** is \$77,825.

▶ **Accrued Liabilities** total \$70.7 million, as follows:

- Accrued project costs of \$21.3 million consisting of unpaid invoices (\$11.1 million); retainage (\$10.2 million).
- Pollution remediation obligations (PRO) under GASB 49 net to \$22.7 million (PRO liability \$24.4 million, offset by expected cost recoveries of \$1.7 million).
- Estimated liability for loss contingencies totaling \$9.4 million (contractor claims \$9.4 million).
- Payroll related liabilities of \$1.6 million.
- Post-employment benefits obligation of \$15.5 million.
- Other accrued liabilities of \$.2 million.

▶ **Deposits** total \$4.5 million, as follows:

- \$4.5 million is held for local share agreements (pass-through item).

(Continued on Next Page)



New Jersey Schools Development Authority  
Financial Summary  
September 30, 2014

Financial Summary (Continued)

**School Construction Highlights:**

▶ **Bond Proceeds & School Facilities Project Disbursements**

- During the current year to date, the SDA has received \$60 million of bond proceeds. The total amount of proceeds received from program inception is \$9.080 billion.
- Project disbursements for the month and year-to-date periods total \$30 million and \$202.1 million, respectively, as follows:

Category	Month	Year-To-Date	From Inception
■ Construction	\$ 20,220,961	\$ 109,861,795	\$ 3,961,917,109
■ Design Services	274,256	2,678,314	402,710,616
■ PMF/CM Services	3,246,446	6,321,126	432,933,072
■ SDA Project Management	1,443,353	10,874,936	24,892,923
■ Property Acquisition, Relocation & Environmental	492,028	5,881,029	536,405,645
■ School Furniture, Fixtures & Equipment	733,576	2,894,928	103,126,035
■ Project Insurance	-	363,333	96,879,204
■ NJ State Inter-Agency Transfers	-	535,945	45,870,011
■ SDA District Grant & Funding Agreements	251,698	8,116,913	802,079,963
■ Regular Operating District Grant Agreements	3,021,145	52,888,004	2,467,961,838
■ Real-Time Project Audits	-	-	-
■ Property Management, Maintenance & Utilities	58,465	767,909	13,311,598
■ Legal & Claims Resolution Services	73,126	939,247	4,816,627
■ Other Project Costs	183,397	1,210,424	54,756,559
■ Project Credits	-	-	(54,902,944)
Total Project Expenditures	29,998,451	203,333,903	8,892,758,256
■ Less: Local Share Disbursements	(3,843)	(1,190,141)	(178,160,707)
Project Expenditures (State Share)	\$ 29,994,608	\$ 202,143,762	\$ 8,714,597,549
■ Invoice Accruals at Month End (not included above)	\$ 11,116,400	\$ 11,116,400	

▶ **Program Funding & Disbursements Allocation** (From Inception)

	Bonding Cap <sup>1</sup>	Available Funding <sup>2</sup>	Paid to Date <sup>3</sup>	% Paid to Date
■ SDA Districts	\$ 8,900,000,000	\$ 9,007,238,775	\$ 6,242,823,790	69.3%
■ Regular Operating Districts	3,450,000,000	3,492,838,952	2,760,584,781	79.0%
■ Vocational Schools	150,000,000	151,711,696	106,049,842	69.9%
Totals - State Share	\$ 12,500,000,000	\$ 12,651,789,423	\$ 9,109,458,413	72.0%

▶ **Procurement Activity** (Current Year)

- 9 construction contracts have been awarded with an aggregate contract value of \$121,785,055.
- 4 design contracts with a value of \$912,830 have been awarded on a year-to-date basis.
- 741 Section 15 Grant Agreements have been executed with an aggregate contract value of \$173,460,891 (State Share - Non-SDA Districts).
- 115 purchase orders has been issued for school furniture & technology (i.e., computers & related equipment) purchases with an aggregate contract value of \$4,959,478.

<sup>1</sup> Of the \$12.5 billion authorized for the school construction program, \$9,080,129,000 principal amount of bond and note proceeds have been received to date.

<sup>2</sup> Includes bonding cap amounts as well as other income and miscellaneous revenue earned to date, consisting primarily of interest income on invested funds and State appropriations.

<sup>3</sup> These amounts include the allocation of SDA operating expenses and capital expenditures totaling \$394,860,864.

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**



**New Jersey Schools Development Authority  
Flash Operating Report  
September 30, 2014**

	Year-To-Date Actual	Year-To-Date Budget	Year-To-Date Prior Yr	Variance - Favorable/(Unfavorable)		Annual Budget	Current Budget Reforecast
				Actual vs. YTD Budget	Actual vs. Prior Yr		
<b>Authority Operating Expenses:</b>							
Employee Salaries	\$ 13,700,816	\$ 14,642,284	\$ 13,415,454	\$ 941,468	\$ (285,362)	\$ 19,522,993	\$ 18,517,594
Employee Benefits	7,443,596	8,714,962	7,883,337	1,271,366	439,741	10,853,785	9,977,033
Direct Hire Temporary Employee Costs	<u>277,788</u>	<u>437,607</u>	<u>267,673</u>	<u>159,819</u>	<u>(10,115)</u>	<u>583,463</u>	<u>406,593</u>
<b>Total Employee Salaries &amp; Benefits Costs</b>	<b>21,422,200</b>	<b>23,794,853</b>	<b>21,566,464</b>	<b>2,372,653</b>	<b>144,264</b>	<b>30,960,241</b>	<b>28,901,220</b>
Less: Employee Salaries & Benefits Costs Charged to Projects	<u>(10,874,936)</u>	<u>(11,511,864)</u>	<u>(10,428,504)</u>	<u>(636,928)</u>	<u>446,432</u>	<u>(15,349,128)</u>	<u>(14,891,516)</u>
<b>Operating Employee Salaries &amp; Benefits Costs</b>	<b>10,547,264</b>	<b>12,282,989</b>	<b>11,137,960</b>	<b>1,735,725</b>	<b>590,696</b>	<b>15,611,113</b>	<b>14,009,704</b>
Temporary Employees	46,989	97,497	10,952	50,508	(36,037)	130,000	80,000
Interagency Agreements	74,545	138,753	70,762	64,208	(3,783)	185,000	131,352
Other Contract & Professional Outside Services	119,388	222,048	222,538	102,660	103,150	330,500	304,500
Employee Expense Reimbursements	13,481	21,942	8,586	8,461	(4,895)	29,250	17,000
Training & Professional Development	28,922	54,774	32,726	25,852	3,804	72,970	54,748
Parking	38,760	39,375	35,700	615	(3,060)	52,500	52,500
Automobiles	51,897	62,253	49,406	10,356	(2,491)	83,000	83,000
Communications & Outreach	360	378	20	18	(340)	500	500
Management Information Systems	523,310	867,825	712,882	344,515	189,572	1,157,100	1,083,420
General Office & Facilities	1,897,208	2,075,634	2,622,653	178,426	725,445	2,767,520	2,720,976
Other General	12,202	21,744	17,436	9,542	5,234	29,000	24,500
Reserve for Unforeseen Events & New Initiatives	<u>-</u>	<u>37,503</u>	<u>-</u>	<u>37,503</u>	<u>-</u>	<u>50,000</u>	<u>50,000</u>
<b>Total Non-Capitalized Operating Expenses</b>	<b>13,354,326</b>	<b>15,922,715</b>	<b>14,921,621</b>	<b>2,568,389</b>	<b>1,567,295</b>	<b>20,498,453</b>	<b>18,612,200</b>
<b>Capitalized Operating Expenses (Internal)</b>	<b>43,031</b>	<b>27,000</b>	<b>231,904</b>	<b>(16,031)</b>	<b>188,873</b>	<b>54,000</b>	<b>130,000</b>
<b>Total Authority Operating Expenses</b>	<b>\$ 13,397,357</b>	<b>\$ 15,949,715</b>	<b>\$ 15,153,525</b>	<b>\$ 2,552,358</b>	<b>\$ 1,756,168</b>	<b>\$ 20,552,453</b>	<b>\$ 18,742,200</b>
<b>Total Authority Operating Expenses Before Allocation of Salaries &amp; Benefits Costs to Projects</b>	<b>\$ 24,272,293</b>	<b>\$ 27,461,579</b>	<b>\$ 25,582,029</b>	<b>\$ 3,189,286</b>	<b>\$ 1,309,736</b>	<b>\$ 35,901,581</b>	<b>\$ 33,633,716</b>

(Continued on Next Page)

NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)



New Jersey Schools Development Authority  
Flash Operating Report  
September 30, 2014

Authority Project Management Expenses:	Year-To-Date Actual	Year-To-Date Budget	Year-To-Date Prior Yr	Variance - Favorable/(Unfavorable)		Annual Budget	Current Budget Reforecast
				Actual vs. YTD Budget	Actual vs. Prior Yr		
Direct - Project Management Salaries & Benefits							
Design Studio - Employee Salaries	\$ 506,945	\$ 345,645	\$ 373,690	\$ (161,300)	\$ (133,255)	\$ 460,864	\$ 689,434
Design Studio - Employee Benefits	206,671	146,421	159,203	(60,250)	(47,468)	195,222	282,136
Design Studio - Direct Hire Temps	239,385	360,189	195,812	120,804	(43,573)	480,258	298,538
Field Staff - Employee Salaries	2,564,596	2,784,600	2,393,581	220,004	(171,015)	3,712,788	3,486,490
Field Staff - Employee Benefits	1,046,225	1,179,549	1,013,903	133,324	(32,322)	1,572,737	1,428,289
Field Staff - Direct Hire Temps	-	-	-	-	-	-	-
Support Staff - Employee Salaries	915,788	1,179,963	968,259	264,175	52,471	1,573,282	1,312,311
Support Staff - Employee Benefits	373,613	499,833	410,148	126,220	36,535	666,442	537,197
<b>Total Direct Project Management Salaries &amp; Benefits</b>	<b>5,853,223</b>	<b>6,496,200</b>	<b>5,514,596</b>	<b>642,977</b>	<b>(338,627)</b>	<b>8,661,593</b>	<b>8,034,395</b>
Indirect - Project Management Salaries & Benefits							
Indirect - Employee Salaries	3,565,616	3,515,454	3,438,744	(50,162)	(126,872)	4,687,267	4,860,725
Indirect - Employee Benefits	1,446,433	1,489,149	1,460,355	42,716	13,922	1,985,526	1,980,651
Indirect - Direct Hire Temps	9,664	11,061	14,809	1,397	5,145	14,742	15,745
<b>Total Indirect Project Management Salaries &amp; Benefits</b>	<b>5,021,713</b>	<b>5,015,664</b>	<b>4,913,908</b>	<b>(6,049)</b>	<b>(107,805)</b>	<b>6,687,535</b>	<b>6,857,121</b>
<b>Total Authority Project Management Expenses</b>	<b>\$ 10,874,936</b>	<b>\$ 11,511,864</b>	<b>\$ 10,428,504</b>	<b>\$ 636,928</b>	<b>\$ (446,432)</b>	<b>\$ 15,349,128</b>	<b>\$ 14,891,516</b>



New Jersey Schools Development Authority  
Flash Operating Report  
September 30, 2014

Flash Operating Report (Continued)

<b>SDA Headcount by Division/Unit</b>	<u>Current Month</u>	<u>EOY Budget</u>	<u>Variance</u>
Office of Chief Executive Officer (CEO)	3	3	-
COS, Program Assessment & Development	8	8	-
COS, Special Projects	8	10	2
Program Operations, Program Operations Management	5	5	-
Program Operations, Capital Planning & Grants Admin.	21	25	4
Program Operations, Safety	8	10	2
Program Operations, Project Teams	73	80	7
Corp Governance & Operations, Management	3	3	-
Corporate Governance & Operations, Human Resources	8	8	-
Corporate Governance & Operations, Chief Counsel	14	14	-
Corporate Governance & Operations, Information Systems	14	15	1
Corporate Governance & Operations, Facilities	6	6	-
Corporate Governance & Operations, Communications	9	11	2
Financial Operations, CFO Management	4	4	-
Financial Operations, Controller	12	13	1
Financial Operations, Contract Management	11	13	2
Financial Operations, Real Estate Services	6	6	-
Financial Operations, Procurement & Contract Services	8	10	2
Financial Operations, Risk Management & Vendor Services	11	12	1
<b>Total Full-Time Employees</b>	<u>232</u>	<u>256</u>	<u>24</u>
<b>EOM Budget</b>	<u>256</u>		



New Jersey Schools Development Authority  
Statement of Net Position and General Fund Balance Sheet  
September 30, 2014

	General Fund		Statement of Net Position	
	Total	Adjustments	Current Yr	Prior Yr End
<b>ASSETS</b>				
Cash and Cash Equivalents	\$ 126,998,068		\$ 126,998,068	\$ 281,909,622
Receivables	165,893	\$ 711,097	876,990	1,353,319
Prepaid Expenses	279,167		279,167	645,466
Capital Assets (Net of Accumulated Depreciation of \$6,431,438)		335,359	335,359	370,153
<b>Total Assets</b>	<b>\$ 127,443,128</b>	<b>\$ 1,046,456</b>	<b>\$ 128,489,584</b>	<b>\$ 284,278,560</b>
<b>LIABILITIES</b>				
Accrued Project Costs	\$ 21,254,037	\$ 32,120,351	\$ 53,374,388	\$ 81,038,969
Accrued Other Post-Employment Benefits Obligation		15,494,719	15,494,719	13,880,767
Other Accrued Liabilities	721,672	1,132,558	1,854,230	1,709,076
Deposits	4,538,057		4,538,057	6,400,990
<b>Total Liabilities</b>	<b>26,513,766</b>	<b>48,747,628</b>	<b>75,261,394</b>	<b>103,029,802</b>
<b>FUND BALANCE/NET POSITION</b>				
Invested in Capital Assets		335,359	335,359	370,153
Nonspendable:				
Prepaid Expenses	279,167	(279,167)		
Restricted:				
Schools Construction Build America Bond Program	-		-	-
Schools Construction Special Revenue Fund	100,650,195	(47,757,364)	52,892,831	180,878,605
<b>Total Fund Balance/Net Position (Deficit)</b>	<b>100,929,362</b>	<b>(47,701,172)</b>	<b>53,228,190</b>	<b>181,248,758</b>
<b>Total Liabilities and Fund Balance/Net Position</b>	<b>\$ 127,443,128</b>	<b>\$ 1,046,456</b>	<b>\$ 128,489,584</b>	<b>\$ 284,278,560</b>



**New Jersey Schools Development Authority**  
**Statement of Activities and General Fund Revenues, Expenditures and Changes in Fund Balances**  
**September 30, 2014 Year-To-Date**

	<u>General Fund</u> <u>Total</u>	<u>Adjustments</u>	<u>Statement of Activities</u>	
			<u>Current Yr</u>	<u>Prior Yr</u>
<b>Revenues</b>				
Program Revenues:				
Bond and Note Proceeds (Issued by EDA)	\$ 60,000,000		\$ 60,000,000	\$ -
Bidding Fees-Plans & Specs	-		-	-
General Revenues:				
Investment Earnings	90,468		90,468	225,153
Rental Income	100,156		100,156	113,131
Other Revenue-OPRA	142		142	678
Total Revenues	<u>60,190,766</u>	<u>-</u>	<u>60,190,766</u>	<u>338,962</u>
<b>Expenditures/Expenses</b>				
Administrative & General Expenses	11,740,375	\$ 1,613,951	13,354,326	14,921,621
Capital Expenditures	43,031	(43,031)	-	-
Capital Depreciation		77,825	77,825	504,318
School Facilities Project Costs	<u>178,317,131</u>	<u>(3,537,948)</u>	<u>174,779,183</u>	<u>106,596,131</u>
Total Expenditures/Expenses	<u>190,100,537</u>	<u>(1,889,203)</u>	<u>188,211,334</u>	<u>122,022,070</u>
Excess of Revenues Over Expenditures	(129,909,771)	1,889,203		
Change in Net Position			(128,020,568)	(121,683,108)
<b>Fund Balance/Net Position (Deficit)</b>				
Beginning of Year	<u>230,839,133</u>	<u>(49,590,375)</u>	<u>181,248,758</u>	<u>373,464,758</u>
End of Period	\$ <u>100,929,362</u>	\$ <u>(47,701,172)</u>	\$ <u>53,228,190</u>	\$ <u>251,781,650</u>

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**



NJ SCHOOLS DEVELOPMENT AUTHORITY

**New Jersey Schools Development Authority  
Summary of Cash Receipts & Disbursements  
September 30, 2014**

**Cash Receipts - State Share**

**Cash Disbursements - State Share**

Year	Principal Amount <sup>1</sup> Bond Proceeds	Appropriations <sup>2</sup> from State	Investment Earnings	Miscellaneous <sup>3</sup> Revenue	Project Costs	Operating Expenses	Gross Capital <sup>4</sup> Expenditures	Deposits <sup>5</sup>	Totals
2000	-	\$1,510,975	\$5,013	-	-	\$639,406	\$1,150	-	\$875,432
2001	\$508,600,000	47,125,988	18,862,686	\$10	\$18,967,828	6,705,756	1,735,148	-	547,179,952
2002	629,400,000	(43,500,000)	9,991,010	221,897	460,970,915	11,318,973	1,440,184	\$11,453,239	133,836,074
2003	607,929,000	-	5,488,373	305,596	1,096,480,983	19,983,448	7,609,761	13,612,751	(496,738,472)
2004	1,700,000,000	-	8,098,130	356,167	1,289,801,167	28,882,347	844,489	6,299,119	395,225,413
2005	2,075,000,000	-	17,472,686	638,597	1,332,923,106	27,460,855	194,394	53,393,712	785,926,640
2006	600,000,000	-	39,701,591	446,994	1,069,330,378	30,483,062	349,158	(9,559,780)	(469,573,793)
2007	800,000,000	-	28,304,347	541,065	890,787,821	35,055,800	572,252	(24,223,201)	(121,793,662)
2008	450,000,000	-	13,584,070	837,796	880,936,507	39,760,922	940,178	12,538,723	(444,677,018)
2009	775,000,000	-	2,197,675	260,902	613,756,613	43,258,213	243,801	(40,375,956)	79,823,994
2010	499,200,000	-	(2,749,864)	171,035	282,888,651	41,612,847	82,769	(10,494,369)	161,542,535
2011	-	-	546,039	316,761	173,991,754	34,509,603	26,142	(1,490,714)	(209,155,413)
2012	375,000,000	-	204,840	230,997	189,648,010	32,441,010	54,142	(1,232,687)	152,059,988
2013	-	-	271,871	155,411	211,970,054	17,264,215	295,214	(3,519,847)	(232,622,048)
2014	60,000,000	-	90,468	100,298	202,143,762	11,052,594	43,031	(1,862,933)	(154,911,554)
<b>Totals</b>	<b>9,080,129,000</b>	<b>5,136,963</b>	<b>142,068,935</b>	<b>4,583,526</b>	<b>8,714,597,549</b>	<b>380,429,051</b>	<b>14,431,813</b>	<b>4,538,057</b>	<b>\$126,998,068</b>

**Cash & Cash Equivalents**

**\$126,998,068**

1 Pursuant to the provisions of the Educational Facilities Construction and Financing Act (C.18A:7G-14a), as amended, the aggregate principal amount of bonds, notes or other obligations the EDA may issue to finance school facilities projects, and the costs related thereto, shall not exceed \$12.5 billion. This limitation excludes indebtedness incurred for refunding purposes.  
 2 Represents funds received prior to the first bond issuance by the EDA in 2001.  
 3 Consists of rental income and cash receipts for bidding fees and OPRA requests.  
 4 Consists of leasehold improvements (SDA offices), capitalized software, furniture, fixtures & equipment for SDA operations.  
 5 Consists primarily of deposits held for Section 13(B) Local Share Agreements (\$4,538,057).  
 6 2010 Investment Earnings includes: 2009 New Brunswick legal settlement, \$144,736, and interest income \$1,299,176, offset by the Rebate Arbitrage payment of \$4,193,776



New Jersey Schools Development Authority  
Interagency Agreements  
September 30, 2014

<u>State of New Jersey Department / Agency</u>	<u>Service(s) Provided to SDA</u>	<u>Current Yr Payments</u>	<u>Payments from Inception through December 31, 2013</u>	<u>Total Payments</u>
<b><u>Included in Project Costs:</u></b>				
Department of Community Affairs	Provide code inspections, plan reviews and permits for schools.	\$ 384,207	\$ 19,093,688	\$ 19,477,895
Department of Labor and Workforce Development	Provide training in construction trades to women and minorities pursuant to the Educational Facilities Construction & Financing Act (EFCFA). Also, provide enforcement of prevailing wage requirements on SDA projects.	-	10,541,812	10,541,812
Office of the Attorney General - Division of NJ State Police (services formerly provided by the Bureau of Fiscal Oversight)	Perform prequalifying review and investigative services related to vendor integrity as required by the EFCFA.	151,738	5,607,380	5,759,118
Department of Education	Perform educational adequacy reviews for Abbott district schools.	-	3,276,059	3,276,059
New Jersey Institute of Technology	High Performance Schools guideline development and program implementation costs.	-	4,164,319	4,164,319
Rutgers University	Perform studies on the potential cost savings that could be realized through the use of standardized design elements, components, and construction materials. Also, includes fees paid to NJ Small Business Development Centers.	-	477,326	477,326
Department of Environmental Protection	Provide expedited environmental remediation review and support services.	-	1,638,055	1,638,055
Department of Transportation (terminated)	Provide relocation assistance services.	-	355,875	355,875
Other	Miscellaneous	-	179,552	179,552
<b>Payments Included in Project Costs</b>		<u>535,945</u>	<u>45,334,066</u>	<u>45,870,011</u>

(Continued on Next Page)



New Jersey Schools Development Authority  
 Interagency Agreements  
 September 30, 2014

Interagency Agreements (Continued)

<u>State of New Jersey Department / Agency</u>	<u>Service(s) Provided to SDA</u>	<u>Current Yr Payments</u>	<u>Payments from Inception through December 31, 2013</u>	<u>Total Payments</u>
<b><u>Included in Administrative &amp; General:</u></b>				
Office of the Attorney General - Division of Law (TRE009)	Provide legal services and contract reviews. Also, provide legal support for environmental cost recoveries.	63,910	9,711,790	9,775,700
Governor's Authorities Unit	Annual assessment (not all years)	-	109,388	109,388
Office of the Inspector General (TRE030) (terminated in 2010)	Salaries & benefits for Assistant Inspector Generals assigned to SDA.	-	858,872	858,872
Rutgers University, Center for Organizational Development and Leadership (RUT009) (terminated)	Assist SDA in the development of a mission statement, vision statement and statement of values.	-	8,300	8,300
Department of Community Affairs (terminated)	Salaries & benefits for DCA employee assigned to SDA.	-	349,471	349,471
<b>Payments Included in Administrative &amp; General</b>		<u>63,910</u>	<u>11,037,821</u>	<u>11,101,731</u>
<b>Total Interagency Payments</b>		<u>\$ 599,855</u>	<u>\$ 56,371,887</u>	<u>\$ 56,971,742</u>

**DESIGN CONTRACT DE-OBLIGATIONS REPORT**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY - MONTHLY REPORTS (FOR INFORMATIONAL PURPOSES)**

**New Jersey Schools Development Authority  
Report of Design Contract De-Obligations  
Pursuant to Board Delegated Approval to SDA CEO  
For Informational Purposes**

<u>District</u>	<u>School Name</u>	<u>DOE Project #</u>	<u>Contract ID</u>	<u>Vendor</u>	<u>Award Date</u>	<u>Award Amount</u>	<u>Previous Contract Changes</u>	<u>Revised Contract Value</u>	<u>Amount Paid</u>	<u>De-Obligation</u>	<u>Remaining Balance</u>
Newark	East Side High School (Replacement)	3570-X04-01-0689-00	NE-0005-A01	Ehrenkrantz Eckstut & Kuhn Architects	09/30/03	\$3,867,834.00	\$444,001.49	\$4,311,835.49	\$1,601,694.19	\$2,710,141.30	\$0.00
Newark	Harriet Tubman E.S.	3570-455-03-1002-00	NE-0026-A01	Vaughn Collaborative	08/04/04	\$2,064,886.00	\$0.00	\$2,064,886.00	\$525,359.83	\$1,539,526.17	\$0.00
Newark	Harold Wilson PK - 8 School	3570-465-04-00DA-00	NE-0033-A01	Mount Vernon Architecture, Inc.	07/20/04	\$3,505,195.00	\$0.00	\$3,505,195.00	\$384,952.00	\$3,120,243.00	\$0.00
											\$0.00
<b>Totals</b>						\$9,437,915.00	\$444,001.49	\$9,881,916.49	\$2,512,006.02	<b>\$7,369,910.47</b>	\$0.00

**PUBLIC COMMENT STATEMENT**

We will now begin the Public Comment Portion of the Meeting consistent with the New Jersey Open Public Meetings Act.

We would ask that any member of the public who wishes to address the Board limit their comments to 3 minutes. If there are multiple individuals from the same organization or district who wish to address the Board on the same matter, we would ask that you come up together to offer your remarks.

Please keep in mind that public comment is to afford citizens the opportunity to comment on matters pertinent to the Authority's business. Should you seek answers to questions on any topic, please contact the Authority at 609-943-4585 at your convenience.