

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
WEDNESDAY, FEBRUARY 4, 2015**

A teleconference meeting of the Board of Directors of the New Jersey Schools Development Authority (“SDA” or “the Authority”) was held on Wednesday, February 4, 2015 at 9:00 A.M. at the offices of the Authority at 32 East Front Street, Trenton, New Jersey.

Participating were:

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

being a quorum of the Board.

At the Chairman’s request, Charles McKenna, chief executive officer; Jason Ballard, chief of staff; Andrew Yosha, executive vice president; Jane F. Kelly, vice president & assistant secretary; Donald Guarriello, vice president and chief financial officer; Raymond Arcario, vice president; Albert Barnes, chief counsel; and Sean Murphy director of the SDA, attended the

meeting. Michael Collins of the Governor's Authorities Unit participated in the meeting by teleconference.

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 then presented the minutes of the Open and Executive Session meetings of the Board held January 7, 2015 for consideration and approval. He also presented the minutes of the 2015 Organizational meeting of the Board held January 7, 2015 for consideration and approval. A copy of all minutes and resolutions presented had been provided to the Members for review in advance of the meeting. Upon motion duly made by Mr. Vargas and seconded by Mr. McNamara, the January 7, 2015 Open and Executive Session meeting minutes and 2015 Organizational Meeting minutes were approved by the Board upon its vote in favor of the resolutions attached hereto as *Exhibits 3a./3b. and 3c.*

Authority Matters

CEO Report

The Chairman asked Mr. McKenna to provide the report of the Chief Executive Officer. Mr. McKenna provided an update on the status of the Trenton Central High School (TCHS) project. He reminded the Board that CB&I, SDA's design professional, prepared the EO215 application and submitted it to the Department of Environmental Protection (DEP) on December

11, 2014. He said that SDA and DEP have begun a dialogue to finalize a salvage approach, if one is required. He also reported that the abatement and demolition design documents were completed, submitted to the Department of Community Affairs (DCA) and released early January 2015.

In continuing, Mr. McKenna advised the Board that demolition solicitation was advertised in December and that bids were received February 4. He advised the Board that the bid opening is scheduled for February 12. He said that SDA has completed the program/concept design phase and is proceeding with schematic design. He said that, although program reductions were made, with the recent addition of the automotive, career and technical education lab, the program is currently approximately 6,000 square feet over the target. Mr. McKenna said that he is confident that the process ultimately will result in a square footage number acceptable to the District and the State Department of Education (DOE). He advised the Board that a draft schematic design submission is anticipated to be provided to the District and DOE for review on March 19, 2015.

Mr. McKenna then reported on the status of the Bridgeton Buckshutem ES project. He said that structural steel, masonry, roof, mechanical and electrical work is ongoing.

Mr. McKenna advised the Board that construction activities associated with building enclosure are ongoing at the Elizabeth Academic HS project. He said that these include exterior masonry, cold formed metal framing and exterior sheathing. He said that exterior and interior construction activities by all other associated construction trades are ongoing and that building enclosure remains on schedule for March 2015. He also reported that site investigations and studies are ongoing in support of the early design phase of the Elizabeth New ES.

In continuing, Mr. McKenna said, with respect to the Garfield James Madison ES No. 10 project, that demolition of the existing structure has been completed. He advised the Board that activities to clear the project site of demolition debris are in their final stages and advertisements for the procurement of a general contractor (GC) and contract manager (CM) are scheduled to proceed first quarter of 2015.

Turning to the Gloucester ES/MS project, Mr. McKenna reported that site investigations and studies to support the design phase have been completed and the design phase is well underway.

Next, Mr. McKenna advised the Board that a site environmental consultant has been assigned to the Harrison New Pre-K through 1 ES project and that the initial preliminary task order request for services to support the bridging documents is under review by the SDA.

In the Jersey City School District, Mr. McKenna advised the Board that construction activities associated with building enclosure are ongoing for the PS No. 20 project. He said that exterior and interior construction activities by all other associated construction trades are ongoing and that building enclosure is anticipated by the second quarter of 2015.

Mr. McKenna also provided a status update for the Jersey City ES No. 3 project. He said that, following a recent groundbreaking event, excavation for footings and foundations continues at the project site. He noted that final design phase documents have been submitted by the design builder to the SDA and DCA for review. Mr. McKenna said that, in coordination with the Jersey City Office of Emergency Management and Department of Public Works, SDA continues to work on installing an enclosed sidewalk on Summit Avenue. He said that discussions will be held with the builder regarding safety-related needs.

Mr. McKenna said that the project team is finalizing negotiations with the bridging design consultant for remaining bridging design services on the Millville HS project.

In continuing, Mr. McKenna said that the Keansburg Caruso ES design build project continues to be in final design. He said that site work is ongoing and foundation and footing work is 40% complete on the project.

Mr. McKenna then provided a status update on projects in the Newark School District. He said that the Newark Elliott Street ES building remains on schedule to be fully enclosed by the end of March 2015. He advised the Board that underground utility work outside the building footprint continues on the Oliver Street ES project; that temporary heat has been set up and construction at the building perimeter walls continues. He noted that the building is expected to be fully enclosed by the end of March 2015. Turning to the Newark District's South Street ES project, Mr. McKenna reported that early site package work continues with completion now targeted for the current week. He said that schematic design of the new school building is underway by the SDA Design Studio.

Mr. McKenna then updated the Board on the Passaic Henry Street ES project. He said that school occupancy is still on target for September 2015.

With respect to the Paterson Marshall Street ES project, Mr. McKenna reported that exterior masonry work for backup walls continues toward achieving building enclosure along with interior masonry wall construction work. He said that first and second floor mechanical, electrical and plumbing installation work is ongoing. Finally, he advised the Board that the pedestrian bridge abutment work is complete and the bridge is in fabrication. He discussed the purpose served by the bridge and the manner in which it will link the communities served by the

school which are separated by railroad tracks. He said that the bridge will be constructed over the railroad to facilitate the children's commute to the school.

Next, Mr. McKenna reported that masonry work for foundations is complete on the Paterson PS 16 project. He said that steel erection is approximately 45% complete and projected for completion in March 2015.

Turning to the Phillipsburg HS project, Mr. McKenna advised the Board that footings and foundation work for steel erection is complete and that patio area foundation work continues. He said that the installation of concrete slabs on grade and on metal decks continues in all areas weather permitting. Mr. McKenna noted that this winter has been cooperative to date for construction activities. He expressed the hope that this will continue. He added that steel erection is nearing completion on the Phillipsburg project with the last area "A" underway.

Next, Mr. McKenna updated the Board regarding the Vineland New MS project. He said that site concept design and educational specifications have been reviewed and approved by the Vineland School District. He reported that the SDA Project Team continues with investigations associated with finalization of site schematic design and the development of bridging documents.

Mr. McKenna then provided an update on the Authority's procurement activity. He said that technical and price proposals were received on February 3 for the construction procurement for asbestos abatement and demolition services for the TCHS project. He also reported that technical and price proposals are due on February 9 for the design procurement for addition and renovation services for the Orange HS project.

Finally, Mr. McKenna reminded the Board that Management is recommending awards for the Real Estate Appraisal Services Task Order Contract, a matter that is on today's agenda for discussion later in the meeting.

Turning to events, outreach and other activities, Mr. McKenna provided an update to the Board. He said that SDA held a groundbreaking ceremony for the New ES No. 3 in Jersey City on January 9. He also reported that SDA held a ribbon cutting ceremony for the new A. Chester Redshaw ES in New Brunswick on January 20. He said that Acting Governor Guadagno was present for the ceremony at the school which was opened to students on January 5. He noted that several Board Members attended the event and thanked them for doing so. He said that these events serve as a reminder of the importance of the Authority's mission.

In continuing, Mr. McKenna said that SDA recently held a beam signing ceremony for the new Phillipsburg HS on January 30. Mr. McKenna advised the Board that staff is also working to schedule beam signing ceremonies for PS No. 16 in Paterson and the Buckshutem and Quarter Mile Lane School in Bridgeton.

Mr. McKenna then advised the Board that, on January 14, SDA Chief of Staff Jason Ballard presented at the Trenton Mayor's local contractor meeting at Trenton City Hall regarding "How to Do Business with the SDA" and included an update on the TCHS project.

In conclusion, Mr. McKenna said that SDA will begin its SMWBE Contractor Training program this month with orientation scheduled for February 18.

Real Estate Committee Report

Award of Contracts: Term Agreements for Appraisal Services – Package No. GP-0221

The Chairman asked Mr. McNamara to provide the report of the Real Estate Committee. Mr. McNamara said that the Committee met on January 20 and one matter was presented for consideration.

He said that SDA previously procured real estate appraisal services in 2003, 2006 and 2009 and that these contracts have now expired resulting in the need for new contracts. He

explained that SDA utilizes these appraisal services in connection with site acquisition activities and also will require them in connection with potential land divestiture activities going forward.

He advised the Members that the Board is requested to approve the award of contracts to a number of real estate appraisal firms which will create a new pool of firms with relevant experience and qualifications to successfully perform the required appraisals.

Mr. McNamara advised the Board that specific work assignments under the contracts will be made by way of "task order" assignment on an as needed, rotational basis. He said that, in designating a firm for a particular assignment, consideration will be given to things such as a firm's: (1) licensing status; (2) professional designations; (3) previous experience on similar projects; (4) geographic proximity to the school facility project or projects; (5) present capacity to provide the required services; and (6) to the extent practicable, equitable allocation of task order assignments among all appraisers engaged by the SDA under the terms of the agreements.

Mr. McNamara further noted that the term of agreement for these contracts is three years and each contract individually will have a "not-to-exceed" value of \$50,000.

Finally, Mr. McNamara said that, prior to execution of each contract, the contract and related documentation will be reviewed and approved by the SDA Division of Chief Counsel. He said that the Committee recommends approval of the contract awards. Ms. Kelly noted that the resolution provided with the meeting materials has been revised to eliminate any reference to "twenty-two (22) firms" as participating. She explained that the change was made to ensure that the Board, upon approval, will be authorizing SDA staff to enter into agreements with those firms, of the 22 firms listed, that are able to fully comply with SDA requirements.

Following discussion, upon motion duly made by Ms. Hassett, seconded by Mr. McNamara and unanimously adopted, the Members of the Authority approved SDA's award of

contracts to those real estate appraisal firms as set forth in the meeting materials that fully satisfy all SDA requirements upon their unanimous vote in favor of the revised resolution attached hereto as *Exhibit 5a*.

Public Comments

The Chairman then asked if any member of the public was present and wished to address the Board. No member of the public responded to the Chairman's inquiry. Accordingly, no public comments were received by the Board.

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 February 4, 2015 meeting.

A handwritten signature in black ink, appearing to read "Jane F. Kelly". The signature is stylized with a large, sweeping initial "J" and "K".

Jane F. Kelly
Assistant Secretary