

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD MEETING  
WEDNESDAY, MARCH 1, 2017 AT 9:00 A.M.  
32 E. FRONT STREET, TRENTON, NJ  
BOARD ROOM**

**1. NOTICE OF PUBLIC MEETING**

**2. ROLL CALL**

**3. APPROVAL OF MEETING MINUTES**

- a. Board Open Session Meeting Minutes of February 1, 2017

**4. AUTHORITY MATTERS**

- a. CEO Report
- b. Chairman's Report

**5. REPORT AND RECOMMENDATIONS OF THE AUDIT COMMITTEE (CHAIRMAN'S REPORT)**

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

- a. COMPANY NAME: Levy Construction Company, Inc.  
DISTRICT: Burlington City Public School District  
CONTRACT NO: EP-0095-C01  
PMF/CM: NJSDA Self-Managed  
SCHOOL NAME: Burlington City High School  
CHANGE ORDER NO.: 1  
REASON: Revised Scope of Work  
AMOUNT: \$984,535.13  
TIME EXTENSION: N/A  
CONTRACT STATUS: 18% Paid to Date against the Current Contract Value  
OCCUPANCY DATE: N/A  
Notification of Release of Funds from Program Reserve, and Notification of Final Project Charter Revision
- b. Award of Construction Contract - Egg Harbor Township School District – Egg Harbor Township High School – Remedial Work to Address a Roof Condition
- c. Approval of Preliminary Project Charter - Orange Public School District – Cleveland Street Elementary School – Addition and Renovation Project
- d. Approval of Preliminary Project Charter – Union City School District – New Grade 7 to 9 School

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

**8. PUBLIC COMMENTS**

**9. NO EXECUTIVE SESSION**

- a. Litigation/Contract Matter(s) – OPMA Exemption N.J.S.A. 10:4-12b (7)  
CCD Report (*no activity*)

**10. ADJOURNMENT**

**APPROVAL OF MEETING MINUTES**

**FEBRUARY 1, 2017 OPEN SESSION**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS TELECONFERENCE MEETING  
WEDNESDAY, FEBRUARY 1, 2017**

A teleconference meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, February 1, 2017 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 (EDA)  
Kevin Luckie (DCA)  
Bernard Piaia (DOE)  
Kevin Egan  
Loren Lemelle  
Lester Lewis-Powder  
Michael Maloney  
Robert Nixon  
Mario Vargas

being a quorum of the Board. Mr. Egan and Mr. Luckie participated in the meeting in person.

At the Chairman's request, Charles McKenna, chief executive officer (by teleconference); Jason Ballard, chief of staff; Andrew Yosha, executive vice president; Jane F. Kelly, vice president and assistant secretary (by teleconference); Donald Guarriello, vice president and chief financial officer; Raymond Arcario, vice president; Albert Barnes, chief counsel; Manuel Da Silva, director; and Kristen MacLean, director, of the SDA participated in the meeting. Labinot Berljolli of the Governor's Authorities Unit also 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. Ms. Kelly then conducted a roll call and indicated that a quorum of the Members was present.

Mr. Walsh opened the meeting by acknowledging the passing of the former SDA Board Chairwoman, Caren Franzini. He asked for a moment of silence in memory of Ms. Franzini. Mr. Walsh then offered additional words of remembrance.

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

Mr. Walsh then presented for consideration and approval the Minutes of the January 4, 2017 Open and Executive Session meetings. A copy of both sets of minutes and a resolution had been provided to the Members for review in advance of the meeting. Mr. Vargas raised a concern as to whether the resolution associated with the real estate matter considered by the Board in January was captured in the minutes. Ms. Kelly responded that staff would confirm and supplement the record if need be. On the basis that staff would confirm the inclusion of the real estate resolution therein, upon motion duly made by Mr. Vargas, and seconded by Mr. Egan, the Open and Executive Session minutes of the January 4, 2017 meeting were approved by the Board upon its unanimous vote in favor of the resolution attached hereto as ***Resolution 3a/3b***.

Next, Mr. Walsh presented the January 4, 2017 minutes of the Authority's Annual Organizational Board meeting. 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. Luckie and

seconded by Ms. Hassett, the January 4, 2017 Organizational Board meeting minutes of the SDA Board of Directors were approved by the Board upon its unanimous vote in favor of the resolution attached hereto as ***Resolution 3c***.

### ***Authority Matters***

#### ***CEO Report***

The Chairman asked Mr. McKenna to provide the report of the Chief Executive Officer. Mr. McKenna also acknowledged Ms. Franzini's passing, expressing appreciation for her dedication to the State of New Jersey.

Mr. McKenna began his report by offering an update on the Trenton Central HS (TCHS) project. He reported that footings, foundations, and under slab utility work is ongoing. He said that design-builder Terminal Construction continues with the design services phase.

Mr. McKenna gave an update on projects in the Bridgeton School District. He said that for the Buckshutem Road ES project, the playground surface coating installation will be completed as soon as the weather permits and, when it's complete, SDA will pursue a certificate of occupancy. In regard to the Quarter Mile Lane ES project, he said that the work is ongoing.

Mr. McKenna reported that for the Camden HS project, environmental consultant Brinkerhoff Environmental is actively performing additional investigative work. With respect to the East Orange George Washington Carver ES project, he said that the contractor is proceeding with building demolition. He added that SDA staff had advertised for design-build services the previous month.

Mr. McKenna then gave an update on the Elizabeth New ES project. He reported that major site-work activities are moving forward. He said that the finished façade masonry

installation work is ongoing. He noted that electrical, mechanical, and plumbing rough-in work is ongoing and progressing well.

Mr. McKenna said that for the Garfield James Madison ES No. 10 project, structural steel erection is complete and masonry work and major site-work activities are continuing. In regard to the Gloucester ES/MS project, he reported that a temporary certificate occupancy (TCO) had been issued the previous month. He said that Terminal Construction has completed all work necessary for substantial completion.

Mr. McKenna said that Brockwell & Carrington continues work on design phase services for the Harrison New ES project. For the Irvington Madison Avenue ES project, he reported that, on January 19, a notice to proceed (NTP) was issued to Ernest Bock & Sons, Inc. (EBS) for design-build services. In regard to the Keansburg Port Monmouth Road ES project, he said that LAN Associates has commenced schematic design phase services.

Mr. McKenna said that SDA staff is moving forward for an April 2017 opening for the Jersey City ES No. 3 project. With respect to the addition and renovation project at the Millville HS, he informed the Board that price and technical proposals for design-build services are scheduled to be received February 8.

In regard to the New Brunswick Paul Robeson ES project, Mr. McKenna said that structural steel erection, masonry, and site work are ongoing. He added that the final design phase is complete and has been released by the Department of Community Affairs (DCA). For the Newark South Street project, he said that design-builder EBS is actively working on the final design phase. He said that structural steel erection is complete and the contractor is installing the metal decking there.

Turning to projects in the Orange School District, Mr. McKenna informed the Board that an early site package for demolition of three residential properties and associated site work was advertised in January for the Orange Cleveland ES. He added that the pre-bid meeting was held on January 20 and bids are due on February 14. Mr. McKenna reminded the Board that the Orange HS project's planning charter was approved at the Board meeting the previous month. He said that the design consultant, Kliment Halsband Architects, was issued a NTP with the design services phase.

Mr. McKenna said that footings, foundation and underground work is well underway for the Passaic Leonard Place ES project. He added that design package #2 for structural steel was submitted to DCA and is under review. With respect to the Pemberton Denbo Crichton ES project, he reported that the early site package is in development in anticipation of advertising during the first quarter of the current year. He said that the SDA Design Studio continues development of the bridging design.

Mr. McKenna reported that design services by the design-builder, Epic Management, Inc., are ongoing for the Perth Amboy Seaman Avenue ES project. For the Vineland New MS project, he said that design-builder EBS continues with the design services phase. He noted that footings, foundations, and under slab utility work are ongoing. With respect to the West New York Harry L. Bain PS No. 6 project, he said that courtyard masonry repair work is complete and being reviewed for punch list. He added that window installation work is ongoing and ceiling, HVAC and electrical work continues.

Turning next to ongoing procurement activity, Mr. McKenna said that procurements for design-build services for the Millville HS and the East Orange George Washington Carver ES projects and demolition services for the Orange Cleveland ES project are currently underway.

Reporting on events, outreach and other SDA activities, Mr. McKenna informed the Board that on Thursday, January 26, he joined Governor Christie and TCHS Principal Hope Grant at Trenton's 9<sup>th</sup> Grade Academy to speak with some of the students about their futures. He said that TCHS students are bright students who value their future and are motivated to succeed.

Mr. McKenna advised the Board that the beam signing ceremony for the addition/renovation project at the Paul Robeson Community School for the Arts that was originally scheduled for the previous week but canceled due to inclement weather, has been rescheduled for February 8 at 10 AM.

Mr. McKenna said that, on February 11, he will attend the New Jersey Alliance for Action's "New Jersey's Leading Infrastructure Projects" award program to accept, on behalf of the Board and staff, the New Jersey's Leading Infrastructure Project award in honor of SDA's work on the TCHS project. He advised the Board that information regarding the award/event would be provided to the Members.

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

#### ***Credit Change Order - Ernest Bock & Sons, Inc.; Ambient Group, LLC; Credit Amendment - STV Architects, Inc.***

The Chairman asked Mr. Luckie to provide the report of the School Review Committee. Mr. Luckie said that the Committee met on January 17, 2017 and considered three matters. He said that the first matter was a credit change order for EBS in connection with the Elizabeth Victor Mravlag ES No. 21 project. Mr. Luckie said that, in November 2006, SDA awarded a construction contract to EBS in the amount of \$20,587,000 for the addition and renovation of the existing Victor Mravlag ES project. He explained that, in July 2009, the Board approved a

revised project charter for the project which changed its scope from addition/renovation to new construction. He advised the Board that, at the time, it was expected that the general contractor (EBS) would provide additional services in connection with this scope change. Mr. Luckie said that the work is now complete and the district is occupying the school which has received a final certificate of occupancy. He said that the \$553,960.08 credit change order before the Board represents the remaining balance of unused allowance funds and change order work that was deemed unnecessary and was not performed. He explained that this credit change order is necessary for the de-obligation of the unused contract funds to advance contract close-out and Board approval is required since the amount of the credit change order exceeds \$500,000. He noted that all documents supporting this credit change order have been reviewed by SDA staff and it has been determined that it is justified and that the amount is reasonable and appropriate.

Following discussion, Mr. Luckie said that the Committee recommends that the Board approve the award of the proposed change order for Ernest Bock & Sons, Inc. in the amount of \$533,960.08. Upon motion by Mr. Egan and seconded by Mr. Piaia, the Board approved the proposed credit change order for Ernest Bock and Sons, Inc. with its unanimous vote in favor of ***Resolution 5a.***

Next, Mr. Luckie said that the Committee had considered a credit change order for Ambient Group, LLC (Ambient) in connection with the Harrison New ES project. He reminded the Board that, in February 2016, the Board approved the award of an early site preparation contract to Ambient in the amount of \$1,047,685.00 for the Harrison New ES project. He said that Ambient was issued a NTP to prepare the site for construction and all contract work was completed in October 2016. Mr. Luckie explained that the \$215,540.95 credit change order before the Board is based upon the accounting of all requisitions, the completion and inspection

of the early site work, and DCA's issuance of the certificate of acceptance. He said that as the credit change order exceeds 10% of the contract value, Board approval is required in order to deobligate the unused contract balances in the credit amount. He noted that staff has reviewed all documents supporting this credit change order and determined that it is justified and the amount is reasonable and appropriate.

Following discussion, Mr. Luckie said that the Committee recommends that the Board approve the award of a credit change order for Ambient Group, LLC in the amount of \$215,540.95. Upon motion by Ms. Hassett and seconded by Mr. Nixon, the Board approved the proposed credit change order for Ambient Group, LLC with its unanimous vote in favor of ***Resolution 5b.***

Next, Mr. Luckie presented a credit amendment for STV Architects, Inc. (STV) for the West New York New Harry L. Bain ES/Warminster project. He advised the Board that, in October 2003, STV was engaged by the Authority to provide design consultant services for a new Harry L. Bain ES in the West New York School District. He explained that the new Bain project was placed on hold in 2005 and suspended in 2008. He advised the Board that, prior to the project's suspension, STV had performed contractual services including completion of construction documents, receipt of DCA release and development of demolition plans and specifications. He said that STV also had provided construction administration services for the demolition of a structure on the site that had been identified for the new Bain project. Mr. Luckie said that a project for the Bain ES was later included in the SDA's 2011 Capital Plan but that, thereafter, in 2013, it was decided that a renovation of the existing facility (instead of new construction) would meet the educational needs of the students. He said that the Bain renovation project is now in the construction phase and scheduled for completion for student occupancy in

September, 2017. He advised the Board that this credit amendment is necessary for the de-obligation of the unused contract funds in order to close-out STV's contract for the new Bain project. He said that those unused funds represent fees associated with construction administration and unused allowances. He said that all documents supporting this credit amendment have been reviewed by SDA staff who have determined that it is justified and that the amount is correct. He advised the Board that since the credit amendment singularly exceeds \$100,000 and 10% of the contract value, Board approval is required.

Following discussion, Mr. Luckie said that the Committee recommends that the Board approve the award of the proposed credit amendment for STV Architects, Inc. in the amount of \$417,610.61. Upon motion by Mr. Piaia and seconded by Ms. Hassett, the Board approved the proposed credit amendment for STV Architects, Inc. with its unanimous vote in favor of *Resolution 5c*.

### ***Public Comments***

The Chairman announced the opening of the Public Comments portion of the Board Meeting. He asked Mr. Frank Faras of the City of Trenton to address the Board. Mr. Faras said that at previous Board meetings he had asked the Chairman to look into providing him with a copy of a feasibility study for the TCHS project as he had not been able to obtain it through an Open Public Records Act (OPRA) request. Ms. MacLean responded that the SDA had not received an OPRA request from Mr. Faras regarding a feasibility study for the TCHS project. She said that Mr. Faras, in fact, had been provided a feasibility study for the school's Building A. Mr. Faras said he had submitted an OPRA request for the feasibility study to the Department of Education (DOE). Mr. McKenna advised Mr. Faras that the SDA does not respond to OPRA

requests sent to the DOE. Ms. MacLean then gave Mr. Faras an OPRA form to assist him in submitting a request to the SDA should he wish to do so.

There being no further business to come before the Board, upon motion by the Chairman 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 1, 2017 meeting.

*/s/ Jane F. Kelly*  
Assistant Secretary

***Resolution—3a.*****Approval of Minutes**

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

**WHEREAS**, pursuant to Section 3(k) of P.L. 2007, Chapter 137, the minutes of the February 1, 2017 Board meeting of the New Jersey Schools Development Authority, for the Open Session were forwarded to the Governor on February 3, 2017.

**NOW, THEREFORE, BE IT RESOLVED**, that the minutes of the New Jersey Schools Development Authority's February 1, 2017 Open Session meeting 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: March 1, 2017

## **AUTHORITY MATTERS**

**CEO REPORT (*ORAL*)**

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

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

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

**CHANGE ORDER - LEVY CONSTRUCTION COMPANY, INC., NOTIFICATION OF RELEASE OF FUNDS FROM PROGRAM RESERVE, AND NOTIFICATION OF FINAL PROJECT CHARTER REVISION**



STATE OF NEW JERSEY

## SCHOOLS DEVELOPMENT AUTHORITY

MEMORANDUM

**TO:** Members of the Authority

**FROM:** Manuel Da Silva  
Program Director, Program Operations

**DATE:** March 1, 2017

**SUBJECT:** Burlington City Public School District – Burlington City High School  
Corrective HVAC Work

Approval of Change Order No. 1,  
Notification of Release of Funds from Program Reserve, and  
Notification of Final Project Charter Revision

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COMPANY NAME:	Levy Construction Company, Inc.
DISTRICT:	Burlington City Public School District
CONTRACT NO:	EP-0095-C01
PMF/CM:	NJSDA Self-Managed
SCHOOL NAME:	Burlington City High School
CHANGE ORDER NO.:	1
REASON:	Revised Scope of Work
AMOUNT:	\$984,535.13
TIME EXTENSION:	N/A
CONTRACT STATUS:	18% Paid to Date against the Current Contract Value
OCCUPANCY DATE:	N/A

INTRODUCTION

I am writing to recommend approval by the Members of the Authority of Change Order No. 1 in the amount of \$984,535.13 due to a necessary modification to the scope of the corrective HVAC work at Burlington City High School. Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, a change order which singularly exceeds \$500,000 or singularly or in the aggregate is greater than 10% of the contract value requires approval by the Members of the Authority. Change Order No. 1 exceeds \$500,000 and 10% of the contract value.

Also pursuant to the NJSDA Operating Authority, I am providing notification to the Members of the Authority of two (2) actions that will be taken consistent with an approval of Change Order No. 1:

1. Release of monies from the Program Contingency Reserve in the amount of \$984,535.13, a sum representing 1.73% of the most recent Board-approved Project Charter. As discussed in more detail below, the funds sought from the Program Contingency represent the total needed to address the revised HVAC corrective scope of work (and the resulting adjusted construction

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Burlington City Public School District – Burlington City High School

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Contract value), construction contingency, NJSDA staff costs, and other costs. NJSDA staff shall provide Construction Management for the entirety of the project.

Board notification is required for release of monies from the Program Contingency Reserve when the funds to be released do not singularly or in the aggregate exceed 10% of the most recent Board-approved Project Charter estimate or final project budget. This release of additional monies does not singularly or in the aggregate exceed 10% of the most recent Board-approved Project Charter.

2. Final Project Charter revision, increasing the project Budget in the amount of \$984,535.13.

Board notification is required for a revision to a Project Budget which singularly or in the aggregate does not exceed 10% of the most recent Board-approved Project Charter. The revised Project Budget represents an aggregate increase of 1.73% to the Project Charter.

I am also requesting approval from the Members of the Authority to establish the adjusted construction Contract value as the baseline construction Contract value for the purpose of the application of ongoing Operating Authority requirements. The reestablished value for this purpose shall be the contract value inclusive of Change Order No. 1.

## BACKGROUND

### Initial Project History

The Burlington City High School, built in 1967 with an addition completed by NJSDA in 2008, currently educates 725 students in grades seven (7) through twelve (12). The NJSDA addition and renovation project included systems upgrades to the existing 49,000 square foot facility, and a 149,000 square foot addition to accommodate the District's Junior and Senior High School students. Massa Montalto Architects is the Architect/Engineer of Record for the addition and renovation.

The Contract for construction for the addition and renovation project was awarded to Ernest Bock and Sons (EBS) on January 30, 2004 with project Construction Documents that were less than 100% complete. The Conformed Construction Documents that were later released by DCA on July 20, 2004 represented a significant increase in project scope. Prosecution of the work during the engagement with EBS necessitated the issuance of change orders for time extensions and to address unforeseen additional asbestos abatement, as well as the settlement of claims due to incompleteness of the project documents and the numerous delays on the Project.

The scope of work performed by EBS was completed in five phases and the school is currently occupied pursuant to a Temporary Certificate of Occupancy (TCO).

At a point after the conclusion of work by EBS, concerns were identified regarding the performance of the HVAC system in several locations: Cafeteria, Boys' Locker Room, Gymnasium Foyer and Administrative Offices. At the time the problematic conditions were identified, the site conditions had changed from those delivered by EBS such that the NJSDA decided to engage a contractor through the

Members of the Authority  
Change Order – Levy Construction Company, Inc.  
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use of the NJSDA GC Task Order procurement process in order to perform appropriate corrective work. Upon completion of the corrective work, submission to DCA for issuance of a Certificate of Occupancy (CO) can proceed and final transfer of the school facility to the District will follow.

#### GC Task Order and Task Order Issuance

At the September 4, 2013 Board Meeting, the Members of the Authority approved the use of the GC Task Order Contract. The GC Task Order has been structured so that the Authority has a pool of contractors to perform certain work. Overall, no individual task order can exceed \$3 million and no individual firm can receive more than \$5 million of work per region during the duration of the pool. Bidders were required to select a region (North, South, or both) for task order assignments and accept the defined cost multiplier of 1.10, as decided by the Authority, for use in establishing compensation for those Task Order assignments to be performed, at least for the initial phases, on a time and materials basis. GC Task Order work may also be assigned on a lump sum basis after competitive bidding among Task Order Contractors.

NJSDA determined to advance the corrective HVAC work needed at Burlington City High School by way of a GC Task Order rotational assignment. After unsuccessful outreach to two other firms on the contractor rotation list, Procurement staff contacted Levy Construction Company, Inc. (Levy) on January 14, 2014, and confirmed its interest in the Project. On January 28, 2014, a site visit was held with Levy to review the HVAC corrective scope of work and discuss appropriate options. NJSDA staff instructed Levy to engage a design consultant and develop a proposal, cost estimate and schedule recognizing the approach of first defining and then implementing the appropriate action(s) to address the corrective HVAC work.

On October 2, 2014, Levy provided the NJSDA with a cost estimate to complete the entirety of the scope of work, inclusive of the assessment, report submission and implementation of the various solutions proposed to remedy the conditions. The assessment, report and cost estimates enabled NJSDA staff to evaluate and select the most appropriate solution to address the needed corrective work in an appropriate manner.

The NJSDA issued a task order to Levy on May 7, 2015 for a Not to Exceed award amount of \$440,550.00, representing the most extensive solution to perform corrective work and address noncompliant conditions: replacement of the air handling units. The NJSDA also took action to release \$604,655.00 from the Program Contingency Reserve in support of issuance of the task order as well as other project costs, and executed a revised Final Project Charter,

#### REASON FOR CHANGE

The investigative work performed by Levy after NJSDA issuance of the Task Order assignment identified that the most extensive solution that had been proposed, i.e., the one-for-one replacement of the air handler units, was in fact not the appropriate solution in satisfaction of needed corrective action.

The appropriate scope of work to address the conditions through Change Order No. 1 is as follows:

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Burlington City Public School District – Burlington City High School

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- Cafeteria –installation of three (3) new constant volume units and associated new ductwork and diffusers to meet mechanical code requirements and allow for the code required air transfer. . In addition, the Cafeteria’s roof structure will be modified to allow for the penetration and installation of the new units.
- Boy’s locker room, EF-23 - installation of two (2) new Air Handling Units (AHUs) and associated new ductwork and diffusers to meet mechanical code requirements. In addition, the Boy’s locker room’s roof structure will be modified to allow for the penetration and installation of the new units.
- Gymnasium Foyer - installation of a new Direct Expansion (DX) split system and the associated new ductwork, condensing unit and diffusers to meet mechanical code requirements and allow for the code required air transfer. In addition, the Gymnasium Foyer’s roof structure, sprinkler piping and hydronic piping will be modified to allow for the penetration and installation of the new unit.
- Administrative Offices – installation of a new DX split system and the associated new ductwork, condensing unit and diffusers to meet mechanical code requirements and allow for the code required air transfer. In addition, the roof structure and hydronic piping will be modified to allow for the penetration and installation of the new unit.

Item	Description	Amount
1)	Sub Contractor Cost	\$ 720,443.31
2)	Direct Construction Cost and General Conditions	\$ 72,532.63
3)	Overhead, Profit, Insurance and Bonding	\$ 130,359.19
4)	Work As Directed	\$ 61,200.00
	<b>TOTAL ADDITIONAL COSTS</b>	<b>\$ 984,535.13</b>

All documents supporting this change order have been reviewed by the associated NJSDA Project Team members as well as the Program Director, Deputy Program Director of Program Operations and the Contract Management Division (CMD) for adherence to current NJSDA policy and procedures. All reviewing NJSDA staff members, including CMD, have determined that the change order is justified and that the amount is reasonable and appropriate.

CALCULATIONS

a.	Original Contract Amount	\$	440,550
b.	Change Orders to Date (excluding proposed change order)	\$	0
c.	Proposed Change Order Amount	\$	984,535
d.	Total Change Orders to Date including this Change Order (Total of Line (b.) and Line (c.))	\$	984,535
e.	Percentage Change to Original Contract (Line (d.) represents a percent of Line (a.))		223%
f.	Proposed Adjusted Contract Price (Line (a.) plus Line (d.))	\$	1,425,085

Members of the Authority

Change Order – Levy Construction Company, Inc.

Burlington City Public School District – Burlington City High School

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### REASON FOR RE-ESTABLISHING CONTRACT VALUE

As detailed above, this Project has encountered a significant change in the scope of work resulting from the need to supplement the building with additional HVAC equipment and air distribution ductwork. We believe that the value inclusive of Change Order No. 1 represents the true value of the corrective scope of work necessary to address the conditions. Therefore, we recommend that the adjusted value inclusive of Change Order No. 1 is the appropriate baseline for ongoing application of Operating Authority requirements.

If approved, management will again seek Board approval should future change orders individually exceed \$500,000, or singularly or in the aggregate exceed 10% of the reestablished Contract amount as set forth above.

### RECOMMENDATION

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

1. The approval of Change Order No. 1 in the amount of \$984,535.13 pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012. Approval by the Members of the Authority is required for a change order which singularly exceeds \$500,000 or singularly or in aggregate is greater than 10% of the Contract value.
2. Reestablishment of the Contract value for this existing engagement for the purpose of the application of ongoing Operating Authority requirements. The reestablished value for this purpose shall be the Contract value inclusive of the value of Change Order No. 1 in the amount of \$984,535.13 for a total adjusted Contract value of \$1,425,085.13.

Upon the Board's approval of Change Order No. 1, NJSDA Staff will process the following additional actions:

1. Release funds from the Program Contingency Reserve in the amount of \$984,535.13, a dollar value representing the revised HVAC corrective scope of work and adjusted construction contract value, construction contingency, NJSDA staff costs, and other costs.
2. Approve the revised Final Project Charter for the Burlington City High School project, increasing the project Budget in the amount of \$984,535.13.

/s/ Manuel Da Silva

Manuel Da Silva, Program Director, Program Operations

Reviewed and Recommended by: Andrew Yosha, EVP, Program Operations and Strategic Planning

Reviewed and Recommended by: Raymond A. Arcario, Vice President, Construction Operations

Reviewed and Recommended by: Nicole Burnett, Program Officer, Program Operations

Prepared and Recommended by: Andrew Oakley, Deputy Program Director, Program Operations

**Resolution—6a.**

Approval of Change Order No. 1, Levy Construction Company, Inc.  
 Notification of Release of Funds from Program Reserve and  
 Notification of Final Project Charter Revision

COMPANY NAME:	Levy Construction Company, Inc.
DISTRICT:	Burlington City Public School District
CONTRACT NO:	EP-0095-C01
PMF/CM:	NJSDA Self-Managed
SCHOOL NAME:	Burlington City High School
CHANGE ORDER NO.:	1
REASON:	Revised Scope of Work
AMOUNT:	\$984,535.13
TIME EXTENSION:	N/A
CONTRACT STATUS:	18% Paid to Date against the Current Contract Value
OCCUPANCY DATE:	N/A

### Resolution

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) provides that change orders that singularly exceed \$500,000 or singularly or in the aggregate are greater than 10% of the contract value requires approval by the Members of the Authority; and

**WHEREAS**, the SDA Operating Authority further requires that the Members of the Authority be notified regarding the release of funds from a project's program reserve and the revision of final project charters when the same do not exceed 10% of the approved final project charter estimate or final project budget or the most recent Board approved project charter respectively; and

**WHEREAS**, the Burlington City High School (BCHS) in the Burlington City Public School District (the District), built in 1967 with an addition completed by SDA in 2008, currently educates 725 students in grades seven (7) through twelve (12); and

**WHEREAS**, the 2008 SDA project at BCHS included systems upgrades to the existing 49,000 square foot facility, and a 149,000 square foot addition to accommodate the District's Junior and Senior High School students; and

**WHEREAS**, a contract for construction of the 2008 addition and renovation project was awarded to Ernest Bock & Sons, Inc. (EBS) in 2004 with project construction documents that were less than 100% complete; and

**WHEREAS**, the conformed construction documents subsequently released by Department of Community Affairs (DCA) represented a significant increase in project scope resulting in the issuance of change orders for time extensions and to address unforeseen abatement needs and the settlement of claims; and

**WHEREAS**, following conclusion of work by EBS, concerns were identified regarding the performance of the school's HVAC system in several locations and Levy Construction Company, Inc. (Levy) was engaged by SDA through General Construction Services Task Order (GCTO) to perform the corrective work for a Not to Exceed award amount of \$440,550.00; and

**WHEREAS**, SDA also took action to release \$604,655.00 from the Program Contingency Reserve in support of issuance of the task order as well as other project costs, and executed a revised Final Project Charter; and

**WHEREAS**, upon completion of the corrective work, submission to DCA for issuance of a Certificate of Occupancy (CO) can proceed and final transfer of the school facility to the District will follow; and

**WHEREAS**, all documents supporting this change order have been reviewed by the associated SDA project team members as well as the program director, deputy program director, and the Contract Management Division for adherence to current SDA policy and procedures and all reviewing SDA staff members have determined that this Change Order No. 1 is justified and that the amount thereof is reasonable and appropriate; and

**WHEREAS**, Change Order No. 1 exceeds \$500,000 and 10% of the contract value and thus requires Board approval; and

**WHEREAS**, with notification having been provided to the Board on this date and upon the Board's approval of Change Order No. 1, SDA Staff will release funds from the Program Contingency Reserve in the amount of \$984,535.13 and approve the revised Final Project Charter for the BCHS project, for a total adjusted Contract value of \$1,425,085.13.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve Change Order No. 1 in the amount of \$984,535.13 for Levy Construction Company, Inc. for the Burlington City High School addition and renovation project consistent with the memorandum presented to the Board on this date and incorporated herein.

**BE IT FURTHER RESOLVED**, that the Members of the Authority approve reestablishment of the Contract value for this existing engagement for the purpose of the application of ongoing Operating Authority requirements, with the reestablished value equaling the Contract value inclusive of the value of Change Order No. 1 in the amount of \$984,535.13 for a total adjusted Contract value of \$1,425,085.13

**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, Levy Construction Company, Inc., Contract No. EP-0095-C01, Change Order 1, Burlington City High School, Burlington City Public School District, Notification Of Release of Funds from Program Reserve and Revision of Final Project Charter, March 1, 2017

Dated: March 1, 2017

**AWARD OF CONSTRUCTION CONTRACT - EGG HARBOR TOWNSHIP SCHOOL DISTRICT -  
EGG HARBOR TOWNSHIP HIGH SCHOOL - REMEDIAL WORK TO ADDRESS A ROOF  
CONDITION**



## MEMORANDUM

**TO:** Members of the Authority

**FROM:** Sean Murphy  
Procurement Director

**RE:** District: Egg Harbor Township School District  
School: Egg Harbor Township High School  
Description: Remedial Work to Address a Roof Condition  
Package No.: ET-0087-C03  
CCE: \$1,250,975  
Award: \$1,141,371  
CM: NJSDA Self-Managed

**DATE:** March 01, 2017

**SUBJECT:** Award of Construction Contract  
Egg Harbor Township School District – Egg Harbor Township High School  
Remedial Work to Address a Roof Condition

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### INTRODUCTION

I am writing to recommend approval by the Members of the Authority of the award of a construction contract to Delric Construction Company, Inc. for a Not-To-Exceed (N.T.E.) value in the amount of \$1,141,371 to perform required corrective work to address conditions related to roof repairs at the Egg Harbor Township High School in the Egg Harbor Township School District.

Pursuant to the NJSDA Operating Authority adopted by the Members of the Authority on December 1, 2010, as amended on March 7, 2012, Board approval is required for the award of construction contracts greater than \$500,000.00. The construction award amount exceeds \$500,000.00.

Funding for the contract is available within the Project Charter Budget, in accordance with the most recent Final Project Charter, dated August 11, 2008.

In accordance with the provisions outlined in the Operating Authority, the reasons for the needed scope of work were forwarded to the NJSDA Special Projects Group for determination of potential recovery. The matter is currently the subject of litigation.

Members of the Authority  
Award of Contract  
Egg Harbor Township School District  
March 1, 2017  
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## BACKGROUND

In May 2012, Sambe Construction Inc. (Sambe) completed a 115,000 square foot addition to the existing Egg Harbor Township High School located in Egg Harbor Township. The addition included the construction and installation of a standing seam metal roof. The ceilings of upper floor classrooms and other locations have exhibited moisture damage due to condensation. The NJSDA believes the condensation problems result from a combination of design errors and omissions and construction defects. The NJSDA is presently engaged in litigation with Sambe and the Project design consultant over responsibility for the condensation condition and for the payment of the costs of design and construction required to remedy the condition.

While the litigation will address what contribution Sambe and the design consultant should make to the costs of remediation, the underlying condensation condition must be addressed. Therefore, the NJSDA has decided to engage a contractor through the use of the NJSDA General Construction Services Task Order (GCTO) procurement process to delineate the existing facilities conditions, to develop and assess corrective options and to advance the most appropriate scope of work for the correction of the deficiencies identified.

## PROCUREMENT PROCESS

This package will be awarded pursuant to the NJSDA's existing General Construction Services Task Order Contract.

At the August 3, 2016 Board Meeting, the Members of the Authority approved the use of the GCTO Contract. The GCTO Contract has been structured so that the Authority has a pool of contractors to perform certain work. Overall, no individual task order can exceed \$3 million and no individual firm can receive more than \$5 million of work per region during the duration of the pool. Bidders were required to select a region (North, South, or both) for task order assignments and accept the defined cost multiplier of 1.10, as decided by the Authority, for use in establishing compensation for those task order assignments to be performed, at least for the initial phases, on a time and materials basis. GCTO work may also be assigned on a lump sum basis after competitive bidding among Task Order Contractors.

This package will be awarded on a time and materials basis pursuant to the GCTO Contract. NJSDA determined to advance the project by way of a rotational assignment. Procurement staff contacted Delric Construction Company, Inc. (Delric) on December 7, 2016, and confirmed its interest in the project.

Members of the Authority  
Award of Contract  
Egg Harbor Township School District  
March 1, 2017  
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### SCOPE OF WORK

Beginning December 15, 2016 through January 31, 2017 site visits were held with Delric to review the building roof and other conditions, and discuss appropriate options to perform the corrective work to address and fully remedy the condensation condition that currently exists. NJSDA staff instructed Delric to engage a design consultant necessary for developing a proposal, cost estimate and schedule that recognizes an approach to first defining and then implementing appropriate action(s) to address the non-compliant conditions, as follows:

- Review the existing facility conditions and plans to evaluate potential appropriate solutions for corrective work
- Perform a conditions assessment and provide a condition assessment report
- Develop up to three (3) alternate solutions for NJSDA review and consideration to remedy the conditions and corresponding cost and schedule estimates
- Deliver to NJSDA a Draft Report, providing recommended corrective action and a construction cost proposal inclusive of all specified services and deliverables related to:
  1. Investigation Activities
  2. Reports
  3. Design Activities
  4. Construction Services
  5. Schedule
- Perform Construction Services consistent with NJSDA-selected solution
- Provide plans, inclusive of modifications to the existing structure. Prepare documents to secure construction permits and prepare record set drawings/plans at the completion of the project.

On February 3, 2017, Delric provided the NJSDA with a cost estimate to complete the entirety of the scope of work, inclusive of the assessment, report submission, and required corrective work to address the condition related to the non-compliant roof. The above-mentioned assessment inclusive of testing will enable NJSDA staff to evaluate and select the most appropriate scope of work to address this project timely and efficiently.

The recommended award in the N.T.E. amount of \$1,141,371 represents Delric's cost proposal for the most extensive solution for the required corrective work to address the non-compliant condition related to the metal roof. After completion of the Draft Report and proposed design solutions, the NJSDA shall review and select the appropriate corrective actions and validate the projected cost and time schedule. This review shall result in a determination to either advance

Members of the Authority  
Award of Contract  
Egg Harbor Township School District  
March 1, 2017  
Page 4 of 4

the project on a time and material basis, or to establish a fixed cost for the scope of work defined in the construction documents.

After receiving NJSDA comments resulting from review of the Draft Report, the GCTO contractor shall provide a Final Report, inclusive of all NJSDA review comments.

The Contract Management Division (CMD) and Program Operations reviewed Delric's cost proposal for the most extensive solution and determined it was reasonable for the elements included in the Scope of Work. The Program Operations Deputy Director, Program Operations Director, and CMD recommend that Procurement proceed with the issuance of a GC Task Order to Delric for the evaluation, design and corrective work.

#### RECOMMENDATION

The Members of the Authority are requested to approve the award of the construction contract to Delric for a N.T.E. value in the amount of \$1,141,371.

After selection of the appropriate solution to address the corrective work, the NJSDA Program Operations Division will inform the Board of that selection, as well as provide the Board with updated project cost information within the approved N.T.E. value.

/s/ Sean Murphy  
Sean Murphy, Procurement Director

Reviewed and Recommended by: Andrew Yosha, EVP, Program Operations and Strategic Planning  
Reviewed and Recommended by: Donald Guarriello, Vice President and Chief Financial Officer  
Reviewed and Recommended by: Raymond A. Arcario, Vice President, Construction Operations  
Reviewed and Recommended by: Gregory Voronov, Managing Director, Program Operations  
Reviewed and Recommended by: Corrado Minervini, Program Director, Program Operations  
Reviewed and Recommended by: Robert Ryan, Deputy Director, Program Operations  
Reviewed and Recommended by: Gabriel Salas, Program Officer, Program Operations  
Prepared and Recommended by: Akela Wright, Asst. Program Officer, Program Operations

**Resolution—6b.**

Award of Construction Contract  
Egg Harbor Township School District, Egg Harbor Township High School  
Remedial Work to Address a Roof Condition

District:	Egg Harbor Township School District
School:	Egg Harbor Township High School
Description:	Remedial Work to Address a Roof Condition
Package No.:	ET-0087-C03
CCE:	\$1,250,975
Award:	\$1,141,371
CM:	NJSDA Self-Managed

**Resolution**

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

**WHEREAS**, in May 2012, Sambe Construction Inc. (Sambe) completed a 115,000 square foot addition to the existing Egg Harbor Township High School (EHTHS) in the Egg Harbor Township School District which included the construction and installation of a standing seam metal roof; and

**WHEREAS**, the ceilings of upper floor classrooms and other locations at EHTHS have exhibited moisture damage due to condensation; and

**WHEREAS**, such condensation problems were determined to be the result of design errors and omissions and construction defects with the result that litigation has been filed in connection with the matter; and

**WHEREAS**, pending the outcome of the litigation, the underlying condensation condition must be addressed; and

**WHEREAS**, SDA determined to engage a contractor through the use of its General Construction Services Task Order (GCTO) procurement process, approved by the Board in August 2016, to delineate the existing facilities conditions at EHTHS, to develop and assess corrective options and to advance the most appropriate scope of work for the correction of the deficiencies identified; and

**WHEREAS**, on December 7, 2016, SDA staff contacted Delric Construction Company, Inc. (Delric) and confirmed its interest in the project; and

**WHEREAS**, on February 3, 2017, Delric provided the SDA with a cost estimate to complete the entirety of the scope of work; and

**WHEREAS**, the recommended award in the not-to-exceed amount of \$1,141,371 represents Delric's cost proposal for the most extensive solution for the required corrective work to address the non-compliant condition related to the metal roof; and

**WHEREAS**, the project background, procurement process and project scope are described in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, the process to be followed following completion of the draft report and proposed design solutions is set forth in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, the Contract Management Division (CMD) and Program Operations staff have reviewed Delric's cost proposal for the most extensive solution, determined it was reasonable for the elements included in the scope of work and recommend that staff proceed with the issuance of a GCTO to Delric for the evaluation, design and corrective work.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the award of a construction contract to Delric Construction Company, Inc. in the not-to-exceed amount of \$1,141,371 for design and corrective work at the Egg Harbor Township High School in the Egg Harbor Township School District consistent with the memorandum presented to the Board on this date and incorporated herein.

**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 Award (Package No.ET-0087-C03), Egg Harbor Township School District, Egg Harbor Township High School, dated March 1, 2017

Dated: March 1, 2017

**APPROVAL OF PRELIMINARY PROJECT CHARTER - ORANGE PUBLIC SCHOOL  
DISTRICT - CLEVELAND STREET ELEMENTARY SCHOOL - ADDITION AND  
RENOVATION PROJECT**



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: Gregory Voronov  
Managing Director, Program Operations

Ritchard Sherman  
Managing Director, Design

C. Aidita Milsted  
Program Director, Program Operations

DATE: March 1, 2017

SUBJECT: Preliminary Charter

RE: Orange Public School District - Cleveland Street Elementary School  
Addition and Renovation Project

**INTRODUCTION**

At the March 7, 2012 NJSDA Board Meeting, the Members of the Authority approved the Authority's 2012 Capital Plan. That Plan identified a project to address facility conditions deficiencies and overcrowding at the elementary grade school levels at the Orange Public School District's Cleveland Street Elementary School.

We are writing to recommend approval by the Members of the attached Preliminary Charter, created by Program Operations staff, which details project advancement recommendations including estimated project costs for project completion. Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, Preliminary Project Charters require approval by the Members of the Authority.

**BACKGROUND**

Built in 1898, the Cleveland Street Elementary School is a 41,400 square foot facility currently educating 306 students in Kindergarten through Grade 7. The project being advanced by the Authority will include renovations to address facility conditions deficiencies, will provide an addition to address overcrowding at the elementary school grade level identified by the Department of Education based upon its 2013 Educational Facilities Needs Assessment, and will accommodate a change in grade alignment to Pre-K to Grade 6 consistent with the District's approved Long Range Facilities Plan (LRFP). The project also includes the acquisition of adjoining properties, now completed, necessary to support the construction of the addition to the facility.

The Authority's Design Consultant Services agreement with LAN includes performance of both 1) Predesign Phase Services and 2) Design and Construction Administration Phase Services.

**Predesign and Design Phase Services**

On September 3, 2015 NJSDA issued to LAN a Notice-to-Proceed (NTP) specifically focused on Predesign Phase Services. The purpose of the Predesign Phase was to develop and analyze options for

Members of the Authority  
 Preliminary Charter  
 Orange Public Schools District - Cleveland Street Elementary School Additional Renovation Project  
 March 1, 2017  
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delivery of the project scope to most effectively and efficiently address the identified facilities conditions deficiencies and educational program needs.

Based upon the results of completed Predesign Phase Services, on August 3, 2016 the Members approved a Revised Planning Charter which detailed project advancement recommendations and included negotiated costs for the remaining Design and Construction Administration Phase Services. Included within the Design Consultant Scope of Services are the Design and Construction Administration Phase Services associated with the demolition of the structures on the three adjacent properties acquired to support the project and associated site preparation. On August 30, 2016, Lan was issued a NTP to proceed with Schematic Design Phase Services which includes the following:

- Educational Planning Services and Educational Specifications;
- Preparation and Submission of Schematic Design;
- Construction Cost Estimate (CCE) and Schedule; and
- Educational Adequacy Submission.

LAN has completed all the elements of the schematic phase and is advancing with design development.

#### RECOMMENDED PROJECT SCOPE

At the time the Revised Planning Charter was approved by the Members in August 2016 the project scope consisted of:

- An approximately 11,750 square foot (SF) single story addition including a security lobby, multi-purpose room, kitchen, servery, and support facilities as well as a three-story link connecting the addition to the existing facility;
- Renovation of approximately 12,200 SF of the existing facility to address other educational program needs inclusive of the conversion of the cafeteria to a media center;
- Selective facility conditions improvements including a new HVAC system, building envelope repairs, and other systems upgrades;
- Site improvements including required outdoor Physical Education/play areas; and
- Demolition and site preparation associated with three acquired properties necessary to support construction of the addition.

Based upon completion of schematic design, the recommended project scope has been refined to include the following modifications to the recommended project scope elements:

- The size of the addition has decreased by 200 SF and the scope of program-driven renovations has increased by 530 SF based upon the refinement of room sizes; and
- An additional 1,845 SF of required program-driven renovations that were not identified in the Predesign Phase including:
  - Renovation of an office to provide an additional Kindergarten classroom;
  - Renovations to provide a Faculty Workroom that was to be accommodated in the addition and has been relocated to the existing building; and
  - Conversion of the existing Media Center to a Classroom.

Members of the Authority  
Preliminary Charter  
Orange Public Schools District - Cleveland Street Elementary School Additional Renovation Project  
March 1, 2017  
Page 3 of 3

### PROJECT BUDGET

As detailed in the attached Preliminary Charter, the estimated cost of \$24.3 million for the project is inclusive of all prior expenditures including Predesign and Schematic Design Services performed, as well as estimated future costs necessary for advancement of the current project scope including Design Phase Services by LAN, the demolition of the structures on three properties acquired to support the project, and NJSDA staff costs. The budget is based upon the revised construction cost estimate provided by LAN and the application of planning estimates to the current anticipated project scope. The increased estimated construction costs are based upon the detailed schematic design for the addition, renovation and necessary site work to support the project. The increased costs will be addressed utilizing existing project contingency funds in the amount of \$383,216 and as such there is no increase to the Preliminary Charter Budget from the Revised Planning Charter approved by the Members in August 2016.

### RECOMMENDATION

The Members are requested to approve the Preliminary Charter for the Orange School District Cleveland Street Elementary School project.

The Operating Authority will govern the award of all professional services and construction contracts and notification to the Board of the use of contingency monies.

Recommended by:

/s/ C. Aidita Milsted  
C. Aidita Misted, Program Director, Program Operations

/s/ Ritchard Sherman  
Ritchard Sherman, Managing Director of Design

/s/ Gregory Voronov  
Gregory Voronov, Managing Director, Program Operations

Reviewed and Recommended by: Andrew Yosha, EVP, Program Operations and Strategic Planning  
Reviewed and Recommended by: Raymond Arcario, Vice President, Construction Operations  
Prepared and Recommended by: Katherine Gallo, Deputy Director, Program Operations

## New Jersey Schools Development Authority Project Charter - Summary

**Charter Date**

03/01/17

**Supersedes  
Charter Dated**

08/03/16

**Region:** Northern  
**District:** Orange  
**Project Name:** Cleveland Street Elementary School  
**School Type:** Elementary School  
**DOE # / Project #:** 3880-070-01-0969  
**Project Type (New/Add/Reno):** Add/Reno  
**Project Location:** 355 Cleveland Street Orange, NJ

**Number of Students:** 306  
**Land Acquisition Required?**  Yes  No  
**Temporary Space Required?**  Yes  No

**Funding Source**

2012 Capital Plan

**Funding Allocated**

\$24,334,592

**Project Budget:** \$ 24,334,592  
**Anticipated Substantial Completion Date:** TBD  
**Anticipated School Occupancy Date:** TBD

**Project Team Leader:** C. Aidita Milsted  
**Project Initiation Date:** 08/05/15  
**SDA Board - Project Charter Approval Date:** 08/03/16

**District Local Share**

\$0.00

Charter Version and Date		Project Summary
<input type="checkbox"/> Planning	08/03/16	Addition and Renovations to the existing Cleveland Street ES to address facility conditions deficiencies and overcrowding at the elementary school grade levels to educate 300 students in grades Pre-K to 6. Project is comprised of 11,550 GSF addition and 41,400 GSF of renovations necessary to accommodate the elementary school educational program.
<input checked="" type="checkbox"/> Preliminary	03/01/17	
<input type="checkbox"/> Final		
Revision # and Date		Purpose for Advancement of Current/Revised Project Charter
<input type="checkbox"/> One		The Preliminary Project Charter is being advanced to update the scope and budget based upon the completion of Schematic Design.
<input type="checkbox"/> Two		
<input type="checkbox"/> Three		
Revision # and Date		District Project Goals
<input type="checkbox"/> Four		The project, when advanced in conjunction with the Orange HS project, will serve to address current overcrowding at the elementary school grade level and facility conditions deficiencies.
<input type="checkbox"/> Five		
<input type="checkbox"/> Six		

### Recommendation

Program Director - Program Operations \_\_\_\_\_ Date \_\_\_\_\_  
 C. Aidita Milsted

Managing Directors - Capital Planning / Design \_\_\_\_\_ Date \_\_\_\_\_  
 Gregory Voronov / Ritchard Sherman

Vice President - Construction Operations \_\_\_\_\_ Date \_\_\_\_\_  
 Raymond Arcario

EVP- Prog. Ops. and Strategic Planning \_\_\_\_\_ Date \_\_\_\_\_  
 Andrew Yosha

### Approval

Chief Executive Officer \_\_\_\_\_ Date \_\_\_\_\_  
 Charles McKenna

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

<b>Charter Date</b>
03/01/17

<b>District / Project Name:</b>	Orange / Cleveland Street Elementary School
<b>DOE # / Project #:</b>	3880-070-01-0969

<b>Project Milestones</b>	<b>Date</b>
<b>School Occupancy Date</b>	TBD

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

<u>Real Estate Services</u>	Start	Est.	Act.	Finish	Est.	Act.
Feasibility	10/30/14	<input type="checkbox"/>	<input checked="" type="checkbox"/>	12/18/14	<input type="checkbox"/>	<input checked="" type="checkbox"/>
EO215 Requirements		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Site Acquisition	Complete	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Complete	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Relocation	Complete	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Complete	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Demolition	03/15/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>	08/31/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Remediation	03/15/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>	08/31/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deed Restriction Required?	N/A	<b>Date</b>				
District Notified?	N/A	<input type="checkbox"/>	<input type="checkbox"/>			
Classification Exception Area?	N/A					
District Notified?	N/A	<input type="checkbox"/>	<input type="checkbox"/>			

<b>Special Considerations</b>

<u>Design:</u>	Date	Est.	Act.	Finish	Est.	Act.
Design Start (NTP)	09/03/15	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Design Restart (if applicable)	N/A	<input type="checkbox"/>	<input type="checkbox"/>			
	Start	Est.	Act.	Finish	Est.	Act.
Program Concept Phase	09/03/15	<input type="checkbox"/>	<input checked="" type="checkbox"/>	08/03/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Schematic Design Phase	08/30/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>	02/28/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design Development Phase	02/02/17	<input type="checkbox"/>	<input checked="" type="checkbox"/>	05/22/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Construction Documents Phase	05/23/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>	09/28/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DCA Review	09/29/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>	01/02/18	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bid and Award	11/13/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>	04/17/18	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Special Considerations</b>

<u>Construction:</u>	Date	Est.	Act.
Construction Start (NTP)	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Substantial Completion (TCO)	TBD	<input type="checkbox"/>	<input type="checkbox"/>
School Occupancy Date	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Title Transfer	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Final Completion (C of O)	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Post Occupancy Walk Through	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Project Close-Out	TBD	<input type="checkbox"/>	<input type="checkbox"/>

<b>Special Considerations</b>

<b>New Jersey Schools Development Authority Project Charter - Project Budget</b>		<b>Charter Date</b>
		03/01/17
<b>District / Project Name:</b> Orange / Cleveland Street Elementary School		
<b>DOE # / Project #:</b> 3880-070-01-0969		
<b>2012 Capital Plan Funding Allocation</b>	<b>\$</b>	<b>24,334,592</b>
<b>Special Considerations:</b>		
The project budget is inclusive of all prior expenditures including Predesign Services performed by LAN, as well as estimated future costs necessary for advancement of the current project scope. The budget is based upon the negotiated fees for Design Consultant Services, the reconciled construction cost estimate provided by LAN and the application of planning estimates to the current anticipated project scope.		
<b>Project Budget:</b>		
<b>Gross Building Area (GSF):</b>		<b>Grossing Factor:</b>
		<b>1.50</b>
New Addition	_____	11,550
Renovation	_____	41,400
<b>Total Gross Building Area (GSF):</b>	_____	<b>52,950</b>
<b>Estimated Building Cost / GSF</b>		
New Construction Cost/GSF	\$306.90	
Renovation Cost/GSF	\$170.31	
<b>Construction Costs:</b>		
Addition Costs	_____	\$3,222,450
Renovation Costs	_____	\$6,409,699
Site Costs	_____	\$540,750
System Upgrades	_____	\$0
E-Rate (If separately bid)	_____	\$0
Cost Escalation 24 months at 5 % per year	_____	\$1,000,000
Design Contingency	_____	\$796,784
Construction Contingency	_____	\$1,010,000
<b>Total Construction Costs</b>	_____	<b>\$12,979,683</b>
<b>Pre-Development Costs:</b>		
Consultant Services	_____	\$307,000
Early Site Packages	_____	\$500,000
Land Acquisition	_____	\$488,035
Relocation	_____	\$334,079
Property Maintenance/Carry Costs	_____	\$131,124
<b>Total Pre-Development Costs</b>	_____	<b>\$1,760,238</b>
<b>Other Costs:</b>		
Design		
Prior Design Services	_____	\$793,671
Current Design	_____	\$1,784,000
Project Management (SDA Staff)	_____	\$1,684,000
PMF/CM	_____	\$1,200,000
FF&E	_____	\$850,000
Technology	_____	\$780,000
Commissioning	_____	(Included in Design Scope)
Temporary Space	_____	\$2,000,000
Other Costs	_____	\$503,000
<b>Total Other Costs</b>	_____	<b>\$9,594,671</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>\$24,334,592</b>
<b>Funding from Prior Allocation</b>	_____	<b>\$1,124,071</b>
<b>Funding from 2012 Capital Plan</b>	_____	<b>\$23,210,521</b>

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

**Charter Date**

03/01/17

**District / Project Name:** Orange / Cleveland Street Elementary School  
**DOE # / Project #:** 3880-070-01-0969

**Project Budget:**

	<b>Revised Planning Charter 8/3/16</b>	<b>Current Budget</b>	<b>VARIANCE Fav/(Unfav)</b>
Grossing Factor:	1.50	1.50	
Gross Building Area (GSF):			
New	11,750	11,550	200
Addition			
Renovation	41,400	41,400	0
<b>Total Gross Area (GSF):</b>	<b>53,150</b>	<b>52,950</b>	<b>200</b>
<b>Construction Costs</b>			
Addition Costs	\$3,282,000	\$3,222,450	\$59,550
Renovation Costs	\$6,002,683	\$6,409,699	(\$407,016)
Site Costs	\$505,000	\$540,750	(\$35,750)
System Upgrades	\$0	\$0	\$0
E-Rate (If separately bid)	\$0	\$0	\$0
Cost Escalation	\$1,000,000	\$1,000,000	\$0
Design Contingency	\$1,180,000	\$796,784	\$383,216
Construction Contingency	\$1,010,000	\$1,010,000	\$0
<b>Total Construction Costs</b>	<b>\$12,979,683</b>	<b>\$12,979,683</b>	<b>\$0</b>
<b>Pre-Development Costs:</b>			
Consultant Services	\$307,000	\$307,000	\$0
Early Site Packages (Demolition/Remediation)	\$500,000	\$500,000	\$0
Land Acquisition	\$488,035	\$488,035	\$0
Relocation	\$334,079	\$334,079	\$0
Property Maintenance/Carry Costs	\$131,124	\$131,124	\$0
<b>Total Pre-Development Costs</b>	<b>\$1,760,238</b>	<b>\$1,760,238</b>	<b>\$0</b>
<b>Other Costs:</b>			
Design			
Prior Design Services	\$793,671	\$793,671	\$0
Current Design	\$1,784,000	\$1,784,000	\$0
Project Management (SDA Staff)	\$1,684,000	\$1,684,000	\$0
PMF/CM	\$1,200,000	\$1,200,000	\$0
FF&E	\$850,000	\$850,000	\$0
Technology	\$780,000	\$780,000	\$0
Commissioning	(Included in Design Scope)	(Included in Design Scope)	\$0
Temporary Space	\$2,000,000	\$2,000,000	\$0
Other Costs	\$503,000	\$503,000	\$0
<b>Total Other Costs</b>	<b>\$9,594,671</b>	<b>\$9,594,671</b>	<b>\$0</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>\$24,334,592</b>	<b>\$24,334,592</b>	<b>\$0</b>
<b>Funding from Prior Allocation</b>	<b>\$1,124,071</b>	<b>\$1,124,071</b>	<b>\$0</b>
<b>Funding from 2012 Capital Plan</b>	<b>\$23,210,521</b>	<b>\$23,210,521</b>	<b>\$0</b>

**Budget Variance Analysis:**

The budget is based upon the revised construction cost estimate provided by LAN and the application of planning estimates to the current anticipated project scope. The increased estimated construction costs are based upon the detailed schematic design for the addition, renovation and necessary site work to support the project. The increased costs will be addressed utilizing existing project contingency funds in the amount of \$383,216 and as such there is no increase to the Preliminary Charter Budget from the Revised Planning Charter approved by the Members in August 2016.

**Schedule Variance Analysis:**

**Resolution—6c.**

Preliminary Project Charter  
Orange Public School District – Cleveland Street Elementary School  
Addition/Renovation project

**Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) requires that the Members of the Authority approve Preliminary Project Charters; and

**WHEREAS**, the Cleveland Street Elementary School in the Orange Public School District (District), built in 1898, is a 41,400 square foot facility currently educating 306 students in Kindergarten through Grade 7; and

**WHEREAS**, in March 2012, the Members of the Authority (Board) approved the SDA's 2012 Capital Plan, identifying a project to address facilities conditions deficiencies and overcrowding at the elementary grade school levels at the Cleveland Street Elementary School (Project); and

**WHEREAS**, on September 3, 2015 SDA issued LAN Associates (LAN) a Notice-to-Proceed (NTP) with predesign phase services to develop and analyze options for delivery of the project scope to most effectively and efficiently address the identified facilities conditions deficiencies and educational program needs; and

**WHEREAS**, based upon the results of completed predesign phase services, in August 2016, the Board approved a revised planning charter which detailed project advancement recommendations and included negotiated costs for the remaining design and construction administration phase services; and

**WHEREAS**, included within the design consultant scope of services are the design and construction administration phase services associated with the demolition of the structures on the three adjacent properties acquired to support the project and associated site preparation; and

**WHEREAS**, Lan was issued a NTP and has now completed all elements of the schematic phase services and is advancing with design development; and

**WHEREAS**, management is recommending Board approval of the preliminary charter presented on this date which details project advancement recommendations including estimated project costs for project completion; and

**WHEREAS**, the project background, recommended project scope and project budget are set forth in detail in the memorandum presented to the Board on this date and incorporated herein.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the proposed preliminary project charter for the Orange Cleveland Elementary School project in the Orange Public School District.

**BE IT FURTHER RESOLVED**, that the SDA Operating Authority will govern the award of all professional services and construction contracts and Board notification of the use of contingency monies.

**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, Preliminary Project Charter, Orange Public School District – Cleveland Street Elementary School - Addition/Renovation, dated March 1, 2017

Dated: March 1, 2017

**APPROVAL OF PRELIMINARY PROJECT CHARTER - UNION CITY SCHOOL  
DISTRICT - NEW GRADE 7 TO 9 SCHOOL**



## MEMORANDUM

6

TO: Members of the Authority

FROM: Ritchard J. Sherman  
Managing Director of Design

Gregory Voronov  
Managing Director, Program Operations

DATE: March 1, 2017

SUBJECT: Preliminary Project Charter

RE: Union City School District - New Grade 7 to 9 School

### INTRODUCTION

At the March 7, 2012 NJSDA Board Meeting, the Members approved the Authority's 2012 Capital Plan. That Plan identified a Union City elementary school grade level project addressing high priority educational needs that required further discussions with the District. Working with representatives of the Union City School District and the New Jersey Department of Education (DOE), SDA staff reviewed and validated District needs and has identified a recommended project scope to address those needs. We are writing to advise the Members of the results of that validation performed by SDA staff, and to provide details of recommended action for advancement of the above identified project.

We are also writing to recommend approval by the Members of the attached Preliminary Project Charter, created by Program Operations staff, which details project advancement recommendations including estimated project costs and schedules for project completion. Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, Preliminary Project Charters require approval by the Members of the Authority.

### BACKGROUND

Based upon the DOE's 2010 Educational Facilities Needs Assessment (EFNA), which identified overcrowding in all grade levels of the Union City Public Schools District, the NJSDA 2012 Capital Plan identified a Union City Elementary School grade level project for validation and advancement.

#### Working Group Activities

Following approval of the SDA 2012 Capital Plan, SDA staff commenced review and validation activities which included a review of the District's Long Range Facility Plan (LRFP) and identification of existing and proposed school facilities included in the plan. A Working Group comprised of District, DOE and SDA staff was convened to review and validate current District needs and evaluate alternate project scopes which might address those needs. The validation process began with a review of current and projected District enrollments and current District educational capacity. Given the extent and severity of the overcrowding at all levels throughout the District, as evidenced by the DOE's 2013 Educational Facilities Needs Assessment (EFNA) and current updated Enrollment Projections, which indicated that the District lacked the capacity for over 1,800 students in grades PK to 12, the Working Group concluded that no additional District needs validation was necessary.

Members of the Authority  
Preliminary Project Charter  
Union City School District – New Grade 7 to 9 School  
March 1, 2017  
Page 2 of 3

Based upon this review and validation, the Working Group proceeded to identify potential projects which might address these needs. This activity included a review of projects identified in the District's LRFP as well as previously proposed SDA projects and the application of the SDA Kit of Parts. The Working Group concluded that all capacity-generating projects identified in the District's LRFP would require land acquisition. The District, in accordance with N.J.A.C 19:34-3.2, then conducted a Site Identification /Selection Analysis which identified properties owned by the Union City Parking Authority as a preferred location for a new school facility. Therefore, the Working Group agreed that further consideration be given to the utilization of the Union City Parking Authority property. Through further Working Group discussions, the District indicated they would acquire this property from the Parking Authority and that a Middle School project on this location aligns with programmatic needs as well as addresses District needs and other considerations.

Based on that evaluation, the Working Group agreed that consideration should be given to the option of constructing a new approximately 125,000 SF, 756 student, Grade 7 to 9 School on property being acquired by the District from the Union City Parking Authority. Construction of a new Grade 7 to 9 School will serve to help alleviate district-wide overcrowding at both the elementary and high school grade levels.

#### Prior Project Activity

Consistent with routine SDA planning activities, information considered in evaluating project advancement includes a review of any prior design(s) that may have been prepared related to the project now under consideration.

In 2003 the NJSCC, predecessor to the SDA awarded a Design Consultant Agreement for design and construction administration services for construction of a new Middle School & BOE Offices on the Union City Parking Authority property. This agreement was suspended in September 2005 during the program wide review of all capital projects and due to the need for the acquisition of the proposed project site. Review of these previously completed design documents revealed that they are not consistent with the current proposed school facility, would require additional land acquisition and significant redesign would be necessary in order to align it with current SDA standards and code requirements.

#### Current Advancement Status

In January 2016 SDA staff undertook a conceptual approach to the environmental site closure at the proposed Middle School site. Staff reviewed environmental documents pertaining to the site to identify potential data gaps and identify a preliminary scope of work for closure of those gaps. Following this review, staff formulated a scope of work for a Site Consultant (SC) for required further investigation prior to the continuation of development of the site for a school facility.

In March 2016 French & Parrello Associates (F&P) was engaged through the existing task order agreement to undertake additional site investigation activities. The purpose of the additional site investigation activities was to build upon previous site investigation work completed in 2004, fill certain geotechnical and environmental data gaps, and to evaluate other critical site elements in support of a project advancement recommendation.

F&P's preliminary investigations have identified conditions that will need to be addressed in further development of the site, however they will not inhibit advancement of the project. Upon approval of the Preliminary Project Charter, F&P will be engaged through an additional task order assignment to provide additional site investigation activities necessary to support project advancement concurrently with other recommended design activities necessary to support the development of bridging documents.

Members of the Authority  
 Preliminary Project Charter  
 Union City School District – New Grade 7 to 9 School  
 March 1, 2017  
 Page 3 of 3

#### RECOMMENDED PROJECT SCOPE:

NJSDA staff has developed a proposed project scope based on application of programmatic models and District needs. Based on that analysis, the recommended project scope calls for the construction of an approximately 125,000 SF new school facility on District-owned property being acquired by the District from the Union City Parking Authority. The facility will provide capacity to educate approximately 756 students in grades 7 to 9.

#### PROJECT DELIVERY RECOMMENDATIONS:

Alternatives for project delivery, including both Design-Build and Design-Bid-Build have been considered and analyzed by staff. Considerations in this regard have included the size, type, and complexity of the project as well as cost and schedule considerations and availability of SDA resources to support project advancement. Based upon these factors it is recommended that this project be advanced utilizing in-house design staff and that bridging documents be prepared to support a Design-Build delivery process. The project budget which has been developed is reflective of the recommendation for the Design -Build project delivery.

#### PROJECT BUDGET

By providing the New Grade 7 to 9 School project, the District's capacity needs will be significantly addressed, although not fully satisfied. The estimated cost of \$64.2 million for the project reflected in the Preliminary Project Charter is inclusive of all prior expenditures related to site investigation activities, as well as estimated future costs necessary for the advancement of the current project scope. The estimated costs are based upon the application of planning estimates to the current anticipated project scope.

#### RECOMMENDATION

The Members are requested to approve the Preliminary Project Charter for the Union City New Grade 7 to 9 School project. In so doing, the Board is providing the Authority with approval to:

1. Proceed with in-house design activities.
2. Procure necessary professional and construction services in relationship to this project.

The Operating Authority will govern the award of all professional services and construction contracts and the Board's notification of the use of contingency monies.

Recommended by:

/s/ Ritchard J. Sherman

Ritchard J. Sherman, Managing Director, Design

/s/ Gregory Voronov

Gregory Voronov, Managing Director, Program Operations

Prepared by: H. Mike Wielage, Program Officer, Program Operations  
 Reviewed and Recommended by: Paul Hamilton, Director, Program Planning  
 Reviewed and Recommended by: Andrew Yosha, EVP, Program Operations & Strategic Planning

## New Jersey Schools Development Authority Project Charter - Summary

<b>Charter Date</b>
03/01/17

<b>Supersedes Charter Dated</b>
N/A

**Region:** Northern  
**District:** Union City  
**Project Name:** New Grade 7 to 9 School  
**School Type:** MS/HS  
**DOE # / Project #:** 5240-N10-16-0AEN  
**Project Type (New/Add/Reno):** New  
**Project Location:** Union City, NJ  
**Number of Students:** 756 (FES Capacity) 840 (Maximum Capacity)

**Land Acquisition Required?**  Yes - District Responsibility  
**Temporary Space Required?**  Yes  No

<b>Funding Source</b>
2012 Capital Plan

**Project Budget:** \$ 64,240,000

<b>Funding Allocated</b>
\$64,240,000

**Anticipated Substantial Completion Date** TBD

**Anticipated School Occupancy Date** TBD

**Project Team Leader:** TBD

<b>District Local Share</b>
\$0.00

**Project Initiation Date:** Mar-17

**SDA Board - Project Charter Approval Date:** 03/01/17

Charter Version and Date	Project Summary
<input type="checkbox"/> Planning	New Grades 7 to 9 School facility on District-acquired site to educate 756 students.
<input checked="" type="checkbox"/> Preliminary <span style="float: right;">03/01/17</span>	
<input type="checkbox"/> Final	
<b>Purpose for Advancement of Current/Revised Project Charter</b>	
<b>Revision # and Date</b>	Project advancement including in-house design and procurement of necessary professional and construction services for the project.
<input type="checkbox"/> One	
<input type="checkbox"/> Two	<b>District Project Goals</b> A new school to mitigate district-wide overcrowding at all grade levels.
<input type="checkbox"/> Three	
<input type="checkbox"/> Four	
<input type="checkbox"/> Five	
<input type="checkbox"/> Six	

### Recommendation

Program Director - Program Operations Date  
TBD

Managing Directors - Capital Planning / Design Date  
Gregory Voronov / Ritchard Sherman

Vice President - Construction Operations Date  
Raymond Arcario

EVP- Prog. Ops. and Strategic Planning Date  
Andrew Yosha

### Approval

Chief Executive Officer Date  
Charles McKenna

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

<b>Charter Date</b>
03/01/17

<b>District / Project Name:</b>	Union City / New Grade 7 to 9 School
<b>DOE # / Project #:</b>	5240-N10-16-0AEN

<b>Project Milestones</b>	<b>Date</b>
<b>School Occupancy Date</b>	TBD

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

<u>Real Estate Services</u>	Start	Est.	Act.	Finish	Est.	Act.
Feasibility	03/18/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>	12/01/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Site Investigations	03/18/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>	05/19/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Acquisition	District	<input type="checkbox"/>	<input type="checkbox"/>	District	<input type="checkbox"/>	<input type="checkbox"/>
Relocation	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Existing School Demolition & Site Work	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Early Site Package	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deed Restriction Required?	TBD	<b>Date</b>				
District Notified?		<input type="checkbox"/>	<input type="checkbox"/>			
Classification Exception Area?	TBD					
District Notified?		<input type="checkbox"/>	<input type="checkbox"/>			

**Special Considerations**

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<u>Design:</u>	Date	Est.	Act.		Est.	Act.
Design Start (NTP)	06/01/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Design Restart (if applicable)	NA	<input type="checkbox"/>	<input type="checkbox"/>			
	<b>Start</b>	<b>Est.</b>	<b>Act.</b>	<b>Finish</b>	<b>Est.</b>	<b>Act.</b>
Program Concept Phase	06/01/17	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schematic Design	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bridging Documents	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build Bid/Award	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build NTP	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final Design	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Special Considerations**

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<u>Construction:</u>	Date	Est.	Act.
Construction Start (NTP)	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Substantial Completion (TCO)	TBD	<input type="checkbox"/>	<input type="checkbox"/>
School Occupancy Date	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Title Transfer	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Final Completion (C of O)	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Post Occupancy Walk Through	TBD	<input type="checkbox"/>	<input type="checkbox"/>
Project Close-Out	TBD	<input type="checkbox"/>	<input type="checkbox"/>

**Special Considerations**

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<b>New Jersey Schools Development Authority Project Charter - Project Budget</b>		<b>Charter Date</b>
		03/01/17
<b>District / Project Name:</b> Union City / New Grade 7 to 9 School		
<b>DOE # / Project #:</b> 5240-N10-16-0AEN		
<b>2012 Capital Plan Funding Allocation</b>		<b>\$ 64,240,000</b>
<b>Special Considerations:</b>		
The project budget represented below is based upon the application of planning estimates to the current proposed project scope.		
<b>Project Budget:</b>		
<b>Gross Building Area (GSF):</b>		<b>Grossing Factor:</b>
New	125,000	<b>1.55</b>
Addition	0	
Renovation	0	
<b>Total Gross Building Area (GSF):</b>		<b>125,000</b>
<b>Estimated Building Cost / GSF</b>		
New Construction Cost/GSF	\$306.00	
Renovation Cost/GSF		
<b>Design-Builder Costs</b>		
Design	\$2,100,000	
Building Costs	\$36,300,000	
Site Development Costs	\$3,500,000	
Demolition	\$0	
E-Rate (If separately bid)	\$0	
Cost Escalation 24 months at 5 % per year	\$4,000,000	
Design Contingency	\$4,000,000	
Construction Contingency	\$2,300,000	
<b>Total Construction Costs</b>		<b>\$52,200,000</b>
<b>Pre-Development Costs:</b>		
Consultant Services	\$1,000,000	
Early Site Preparation	\$2,000,000	
Land Acquisition	\$0	
Relocation	\$0	
Property Maintenance/Carry Costs	\$0	
<b>Total Pre-Development Costs</b>		<b>\$3,000,000</b>
<b>Other Costs:</b>		
Design		%
In-House Design	\$840,000	
Project Management (SDA Staff)	\$1,300,000	
PMF/CM	\$1,700,000	
FF&E	\$2,100,000	
Technology	\$2,100,000	
Commissioning	\$0	
Temporary Space	\$0	
Other Costs	\$1,000,000	
<b>Total Other Costs</b>		<b>\$9,040,000</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>\$64,240,000</b>	
<b>Funding from Prior Allocation</b>	<b>\$0</b>	
<b>Funding from 2012 Capital Plan</b>	<b>\$64,240,000</b>	

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

**Charter Date**

03/01/17

**District / Project Name:** Union City / New Grade 7 to 9 School  
**DOE # / Project #:** 5240-N10-16-0AEN

**Project Budget:**

	Capital Plan Estimate	Current Budget	VARIANCE Fav/(Unfav)
Grossing Factor:		1.55	N/A
Gross Building Area (GSF):		125,000	N/A
New	N/A		
Addition	0	0	0
Renovation	0	0	0
Total Gross Area (GSF):	0	125,000	N/A
<b>Design-Builder Costs</b>			
Design	N/A	\$2,100,000	N/A
Building Costs	N/A	\$36,300,000	N/A
Site Development Costs	N/A	\$3,500,000	N/A
Demolition	N/A	\$0	N/A
E-Rate (If separately bid)	N/A	\$0	N/A
Cost Escalation	N/A	\$4,000,000	N/A
Design Contingency	N/A	\$4,000,000	N/A
Construction Contingency	N/A	\$2,300,000	N/A
<b>Total Construction Costs</b>	<b>N/A</b>	<b>\$52,200,000</b>	<b>N/A</b>
<b>Pre-Development Costs:</b>			
Consultant Services	N/A	\$1,000,000	N/A
Early Site Preparation	N/A	\$2,000,000	N/A
Land Acquisition	N/A	\$0	N/A
Relocation	N/A	\$0	N/A
Property Maintenance/Carry Costs	N/A	\$0	N/A
<b>Total Pre-Development Costs</b>	<b>N/A</b>	<b>\$3,000,000</b>	<b>N/A</b>
<b>Other Costs:</b>			
Design			
In-House Design	N/A	\$840,000	N/A
Project Management (SDA Staff)	N/A	\$1,300,000	N/A
PMF/CM	N/A	\$1,700,000	N/A
FF&E	N/A	\$2,100,000	N/A
Technology	N/A	\$2,100,000	N/A
Commissioning	N/A	\$0	N/A
Temporary Space	N/A	\$0	N/A
Other Costs	N/A	\$1,000,000	N/A
<b>Total Other Costs</b>	<b>N/A</b>	<b>\$9,040,000</b>	<b>N/A</b>
<b>Other Funding Sources</b>			
Rebates & Refunds	N/A	\$0	N/A
District Local Share Funds	N/A	\$0	N/A
<b>Total Other Funding Sources</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>
<b>Total Project Budget</b>	<b>N/A</b>	<b>\$64,240,000</b>	<b>N/A</b>
<b>Funding from Prior Allocation</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>
<b>Funding from 2012 Capital Plan</b>	<b>N/A</b>	<b>\$64,240,000</b>	<b>N/A</b>

**Budget Variance Analysis:**

**Schedule Variance Analysis:**

**Resolution—6d.**

Preliminary Charter  
Union City School District, New Grade 7 to 9 School

**Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority), requires that Preliminary Project Charters be approved by the Members of the Authority; and

**WHEREAS**, the SDA Capital Plan approved by the Board in 2012 recognized overcrowding in all grade levels of the Union City Schools District (District) and identified a Union City Elementary School grade level project for validation and advancement; and

**WHEREAS**, the Department of Education's (DOE) 2013 Educational Facilities Needs Assessment (EFNA) and current updated enrollment projections identified overcrowding at all levels throughout the District and revealed that the District lacked the capacity for over 1,800 students in grades Pre-K to 12; and

**WHEREAS**, following approval of the 2012 Capital Plan, SDA staff commenced review and validation activities which included a review of the District's Long Range Facility Plan (LRFP) and identification of existing and proposed school facilities included in the plan; and

**WHEREAS**, the validation process further included a review of current and projected District enrollments and current District educational capacity; and

**WHEREAS**, a Working Group comprised of District, DOE and SDA staff convened to review and validate the District's overcrowding needs and to identify and evaluate alternative project scopes which might address those needs; and

**WHEREAS**, the Working Group agreed that consideration should be given to the option of constructing a new approximately 125,000 SF, 756 students, grade 7 to 9 School on property being acquired by the District from the Union City Parking Authority; and

**WHEREAS**, the Working Group has concluded that construction of a new grade 7 to 9 School will serve to help alleviate, though not eliminate, overcrowding at both the elementary and high school grade levels in the District; and

**WHEREAS**, management recommends that the new grade 7 to 9 School project proceed through design-build delivery utilizing in-house design staff; and

**WHEREAS**, the estimated cost of \$64.2 million for the new grade 7 to 9 School is inclusive of all prior expenditures related to site investigation activities, as well as estimated future costs necessary for the advancement of the current project scope; and

**WHEREAS**, the project background, recommended project scope, project delivery recommendations and a project budget are set forth in detail in the memorandum presented to the Board on this date and incorporated herein.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the Preliminary Charter for the Union City New Grade 7 to 9 School project in the Union City School District consistent with the memorandum presented to the Board on this date and incorporated herein.

**BE IT FURTHER RESOLVED**, that, in approving the Preliminary Charter, the Members of the Authority are authorizing SDA management and staff to proceed with in-house design activities for the project and procure necessary professional and construction services in relationship to the project.

**BE IT FURTHER RESOLVED**, that the Operating Authority will govern the award of all professional services and construction contracts and the Board's notification of the use of contingency monies.

**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, Preliminary Charter, Union City School District – New Grade 7 to 9 School,  
dated March 1, 2017

Dated: March 1, 2017

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

**ACTIVE PROJECTS STATUS REPORT**



MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director

DATE: March 1, 2017

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.



**2011 & 2012 Portfolio Projects Activities Summary**

as of 2/1/17

**2011 Portfolio Projects - sorted by District**

**1**

District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Design Status	Advancement Status	Projected Construction Advertisement Date*
Bridgeton	Buckshutem ES	K-8	581	645	\$23.3	Kit of Parts/ Design-Build	School occupied Sep. 2016. (Bock)	5/31/13
Bridgeton	Quarter Mile Lane ES	PK-8	731	795	\$39.0	Kit of Parts/ Design-Build	Award for D-B approved Oct. 2013 Board. (Bock)	5/31/13
Elizabeth	Frank J. Cicarell Academy (Academic HS)	9-12	1,091	1,284	\$64.1	Existing Design	School occupied Sep. 2016. (Patock)	12/8/11 7/11/12
Jersey City	Patricia M. Noonan ES (ES 3)	PK-5	778	848	\$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	698	\$49.3	Existing Design	School occupied Sep. 2016. (Dobco, Inc.)	4/17/12 3/6/13
Long Branch	Catrambone ES	PK-5	794	867	\$40.0	Existing Design	School occupied Sep. 2014. (Terminal Construction)	12/20/11
New Brunswick	Redshaw ES	PK-5	906	990	\$51.2	Kit of Parts/ Design-Build	School occupied Jan. 2015. (Hall Construction)	5/29/12
Newark	Oliver St. ES	PK-8	848	932	\$73.6	Kit of Parts/ Design-Build	School occupied May 2016. (Epic Management)	6/27/12 11/29/12
Paterson	Dr. Hani Awadallah ES (Marshall St. ES)	K-8	650	722	\$55.2	Existing Design	School occupied Sep. 2016. (Dobco, Inc.)	6/13/12 2/12/13
Paterson	PS 16	PK-8	641	705	\$62.4	Kit of Parts/ Design-Build	School occupied Sep. 2016. (Hall Construction)	3/27/12 8/28/13
West New York	Harry L. Bain PS 6	PK-6	736	814	\$16.8	Design-Bid-Build	Construction Contract approved Apr. 2016 Board. (Paul Otto)	2/27/12 12/29/15

**\*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.  
 Recommendations of DOE/SDA/District Working Groups may impact this information in the future.



**2011 & 2012 Portfolio Projects Activities Summary**

as of 2/1/17

**2012 Portfolio Projects - sorted by District**

**1**

District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Design Status	Advancement Status	Projected Construction Advertisement Date*
Gloucester City	Elementary/Middle School	4-8	687	763	\$65.3	Kit of Parts/ Design-Build	Award for D-B approved Jul. 2014 Board. (Terminal Construction)	3/4/14
Keansburg	Caruso ES	K-4	758	842	\$50.9	Kit of Parts/ Design-Build	School occupied Sep. 2016. (Hall Construction)	10/20/11 6/27/13
Keansburg	Port Monmouth Road School	PK	318	318	\$25.8	Design-Bid-Build	Revised Planning Charter approved Dec. 2016 Board.	TBD
New Brunswick	Robeson ES	PK-5	823	893	\$47.1	Kit of Parts/ Design-Build	Award for D-B approved Sep. 2015 Board. (Hall Construction)	4/22/15
Newark	Elliot Street ES	PK-8	848	932	\$46.7	Kit of Parts/ Design-Build	School occupied Jan. 2016. (Hall Construction)	12/27/12
Newark	South Street ES	PK-8	597	657	\$69.9	Kit of Parts/ Design-Build	Award for D-B approved Oct. 2015 Board. (Bock)	6/28/13 6/29/15
Passaic	Dayton Ave. Campus	PK-8	2,741	2,997	\$209.5	Kit of Parts/ Design-Build	Preliminary Charter approved Nov. 13 Board.	TBD
Phillipsburg	High School	9-12	1,846	2,172	\$127.5	Existing Design	School occupied Sep. 2016. (Epic Management)	9/27/12
West New York	Memorial HS	9-12	1,859	2,194	\$16.0	Alternative Delivery (acquisition) & Renovation	Acquisition of Existing St. Joseph's HS complete. Renovation work delegated to District via 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. 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 2/1/17

**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	FES Capacity	Max. Capacity	Total Estimated Cost (millions)			
East Orange	George Washington Carver ES	PK-5	470	512	\$42.0	Kit of Parts/ Design-Build	DB Advertisement 1/20/17. Proposals due 4/12/17.	4/26/16 1/20/17
Elizabeth	New ES @ Halloran PS #22 ES Site	2-8	860	956	\$55.3	Kit of Parts/ Design-Build	Award for D-B approved Nov. 2014 Board. (Torcon)	6/9/14
Garfield	James Madison ES	K-5	275	305	\$29.7	Existing Design	Award for GC approved Oct. 2015 Board. (Brockwell & Carrington)	2/19/14 6/30/15
Harrison	New ES	PK - 1	392	432	\$36.1	Kit of Parts/ Design-Build	Award for D-B approved Nov. 2016 Board. (Brockwell and Carrington)	11/10/15 7/13/16
Irvington	Madison Avenue ES	PK-5	463	504	\$35.4	Kit of Parts/ Design-Build	ROA for D-B approved Dec. 2016 Board. (Bock)	11/19/15 8/16/16
Millville	Senior HS Addition/Renovation	HS	2,026	2,391	\$110.0	Design-Build	DB Advertisement 9/30/16. Proposals received 2/8/17. Proposals opening 3/2/17.	9/30/16
Passaic	New ES @ Leonard Place	K-5	628	698	\$55.9	Kit of Parts/ Design-Build	Award for D-B approved Dec. 2015 Board. (Dobco, Inc.)	8/13/15
Paterson	New MS @ Union Ave.	6-8	996	1107	\$112.9	Design-Build	Preliminary Charter approved Apr. 2015 Board.	TBD
Pemberton	Denbo ES	PK-5	846	930	\$62.0	Design-Build	Preliminary Charter approved Jul. 2016 Board.	TBD
Perth Amboy	High School	HS	2,800	3,304	\$234.4	Design-Build	Preliminary Charter approved Jun. 2016 Board.	TBD
Perth Amboy	Seaman Avenue ES	K-5	724	804	\$56.8	Kit of Parts/ Design-Build	Award for D-B approved Jul. 2016 Board. (Epic Management).	2/3/16
Plainfield	New Woodland ES	K-5	756	839	56.9	Kit of Parts/ Design-Build	Preliminary Charter approved Sep. 2016 Board.	TBD
Union City	ES Grade Level	ES	TBD	TBD	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Vineland	Lincon Ave. MS (New MS)	6-8	562	624	\$49.8	Kit of Parts/ Design-Build	Award for D-B approved Jan. 2016 Board. (Bock)	9/24/15

\*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.  
 Recommendations of DOE/SDA/District Working Groups may impact this information in the future.



**2011 & 2012 Portfolio Projects Activities Summary**

as of 2/1/17

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

		1						
District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Design Status	Advancement Status	Projected Construction Advertisement Date*
Camden	High School	9-12	1,244	1,468	\$132.7	Design-Build	Preliminary Charter approved Oct. 2016 Board.	TBD
Hoboken	Connors ES	ES	TBD	TBD	TBD	TBD	Scoping Conversations with Working Group (DOE/SDA/District).	TBD
Orange	Cleveland St. ES	PK-6	TBD	TBD	\$24.6	TBD	Revised Planning Charter Approved Aug. 2016 Board.	TBD
Orange	High School	9-12	TBD	TBD	TBD	TBD	Award of Contract for Pre-Design Phase Services approved Apr. 2015 Board.	TBD
Trenton	Central HS	9-12	1,850	2,176	\$155.4	Design-Build	Award for D-B approved Mar. 2016 Board. (Terminal)	12/19/14 9/29/15

\*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.  
 Recommendations of DOE/SDA/District Working Groups may impact this information in the future.



## Active Project Status Report Status as of 2/1/2017

### 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	Quarter Mile Lane ES	Addition/Renovation	Construction	2Q 2017	On-target	Sep-17	On-target	\$ 39,043,619
2	Elizabeth	New ES	New Construction	Construction	2Q 2017	On-target	Sep-17	On-target	\$ 55,312,580
3	Garfield	New James Madison ES	New Construction	Construction	2Q 2018	On-target	Sep-18	On-target	\$ 29,650,092
4	Gloucester City	New ES/MS	New Construction	Substantial Completion	Dec-16	Achieved	2017	On-target	\$ 65,269,937
5	Harrison	New Elementary School	New Construction	Design-Build Design Phase	2Q 2019	On-target	Sep-19	On-target	\$ 36,115,640
6	Irvington	New Madison Ave ES	New Construction	Design-Build Design Phase	2Q 2019	On-target	Sep-19	On-target	\$ 38,589,795
7	Jersey City	Patricia Noonan ES (New ES #3)	New Construction	Construction	1Q 2017	On-target	Apr-17	On-target	\$ 54,004,014
8	New Brunswick	Paul Robeson Community ES	Addition/Renovation	Construction	2Q 2018	On-target	Sep-18	On-target	\$ 47,012,849
9	Newark	South Street ES	New Construction	Construction	2Q 2018	On-target	Sep-18	On-target	\$ 69,876,694
10	Passaic City	New ES at Leonard Place	New Construction	Construction	3Q 2018	On-target	Sep-18	On-target	\$ 55,884,039
11	Perth Amboy	New Seaman Ave ES	New Construction	Design-Build Design Phase	1Q 2019	On-target	Sep-19	On-target	\$ 56,435,971
12	Trenton	New Central HS	New Construction	Construction	2Q 2019	On-target	Sep-19	On-target	\$ 155,404,000
13	Vineland	Lincoln Road MS (New Middle School)	New Construction	Construction	2Q 2018	On-target	Sep-18	On-target	\$ 49,787,025
14	West New York	Harry L. Bain ES	Renovation	Construction	2Q 2017	On-target	Sep-17	On-target	\$ 16,848,500



**Active Project Status Report  
Status as of 2/1/2017**

**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	Irvington HS	HVAC & Roofing	Construction	May-16	Achieved	1Q 2017	On-Target	\$ 6,526,284
2	Trenton	Hedgepeth-Williams School	Domestic Wate Line Replacement	Construction	Dec-16	Achieved	1Q 2017	On-Target	\$ 2,153,476
3	Vineland	High School South	HVAC	Construction	Oct-16	Achieved	1Q 2017	On-Target	\$ 13,652,573

**PROJECT CLOSEOUT STATUS REPORT**



STATE OF NEW JERSEY

# SCHOOLS DEVELOPMENT AUTHORITY

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: March 1, 2017

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 been closed.

We continue to advance projects and contracts through the close out process. The following project has been transferred to the District since the last Board Meeting:

Year of Occupancy	Project #	Project Type	District	School	Status
2016	3570-390-04-00BJ	Capital Plan	Newark	Elliott Street Elementary School	Transferred

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
SPECIAL PROJECTS DIVISION  
PROJECT STATUS REPORT - As of February 1, 2017**

Year of Occupancy	DOE #	School	Disposition	Land & School Transferred Date	Outstanding Issues Remaining for Complete Close Out
<b>Bridgeton</b>					
2016	0540-050-13-0ACN	Buckshutem Road Elementary School			
<b>Burlington City</b>					
2007	0600-020-01-0957	New High School	Land and/or School Transferred	12/29/11	Open contract(s) - Legal matter pending
<b>Camden</b>					
2007	0680-140-01-0939	Octavius V. Catto Community School - Demonstration Project	Land and/or School Transferred	01/09/12	Open contract(s) - Pending audit completion
2009	0680-350-01-0938	HB Wilson Elementary School	Land and/or School Transferred	04/14/10	Open contract(s)
2009	0680-190-01-0927	Dudley Elementary School	Land and/or School Transferred	02/06/12	Open contract(s)
2011	0680-245-01-0930	Morgan Village Academy	Land and/or School Transferred	02/25/13	Open contract(s) - Legal matter pending
<b>Cumberland</b>					
2009	0997-030-02-0926	Cumberland Regional High School	Land and/or School Transferred	06/25/10	Open contract(s) - Legal matter pending
<b>East Orange</b>					
2009	1210-150-01-1178	Cicely Tyson School of Performing and Fine Arts - Demonstration Project	Land and/or School Transferred	12/01/09	Open contract(s) - Pending audit completion
<b>Egg Harbor City</b>					
2010	1300-X01-04-0ADY	New Middle School	Land and/or School Transferred	01/01/12	Open contract(s)
<b>Egg Harbor Township</b>					
2011	1310-005-04-0AEB	Egg Harbor Township High School			
<b>Elizabeth</b>					
Legacy	1320-X06-01-0866	#30 Ronald Reagan Academy	Land and/or School Transferred	07/09/12	Open contract(s) - Legal matter pending
2013	1320-240-03-0339	Victor Mravlag Elementary School # 21			
2016	1320-x07-01-0867	Frank J. Cicarell Academy (New Academic HS)			
<b>Garfield</b>					
2007	1700-N01-02-0114	Garfield Middle School	Land and/or School Transferred	06/25/09	Open contract(s) - Legal matter pending
<b>Gloucester City</b>					
Legacy	1770-160-01-0245	Cold Springs Elementary School	Land and/or School Transferred	06/05/09	Open contract(s)
<b>Harrison</b>					
2007	2060-X01-01-0832	New Harrison High School	Land and/or School Transferred	10/23/12	Open contract(s)

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
SPECIAL PROJECTS DIVISION  
PROJECT STATUS REPORT - As of February 1, 2017**

Year of Occupancy	DOE #	School	Disposition	Land & School Transferred Date	Outstanding Issues Remaining for Complete Close Out
<b>Jersey City</b>					
Legacy	2390-N01-99-0227	New Elementary School #3 (Frank R. Conwell Elementary School #3)	Land and/or School Transferred	12/19/15	Open contract(s) - Legal matter pending
Legacy	2390-N02-99-0228	Jersey City Middle School # 4 (Frank R. Conwell Middle School #4)	Land and/or School Transferred	12/19/15	Open contract(s) - Legal matter pending
2007	2390-N03-99-0147	Heights Middle School #7			
2016	2390-190-01-0581	New Public School #20			
<b>Keansburg</b>					
2016	2400-E01-02-0116	New Caruso Elementary School			
<b>Long Branch</b>					
2008	2770-X03-01-0635	Long Branch High School & Athletic Fields	Land and/or School Transferred	12/07/12	Open contract(s) - Legal matter pending
2014	2770-080-03-1043	George L. Catrambone Elementary School			
<b>New Brunswick</b>					
2010	3530-N05-03-0791	New Brunswick High School - Demonstration Project	Land and/or School Transferred	08/19/11	Open contract(s) - Pending audit completion
2014	3530-060-03-1032	A. Chester Redshaw Elementary School	Land and/or School Transferred	01/15/16	Open contract(s)
<b>Newark</b>					
Legacy	3570-x01-01-0617	Science Park	Land and/or School Transferred	05/03/13	Open contract(s) - Legal matter pending
2007	3570-X02-01-0618	1st Avenue Elementary School	Land and/or School Transferred	09/28/11	Open contract(s) - Legal matter pending
2008	3570-X03-01-0665	Central High School	Land and/or School Transferred	03/28/12	Open contract(s) - Legal matter pending
2010	3570-X07-01-0693	Speedway Elementary School	Land and/or School Transferred	10/21/15	Open contract(s)
2016	3570-390-04-00BJ	Elliott Street Elementary School	Land and/or School Transferred	01/31/17	Open contract(s)
2016	3570-590-02-0315	Oliver Street Elementary School			
<b>Orange</b>					
2009	3880-120-01-0967	Park Ave Elementary School	Land and/or School Transferred	07/19/12	Open contract(s) - Legal matter pending
2010	3880-100-01-0968	Lincoln Ave Elementary School	Land and/or School Transferred	09/07/12	Open contract(s) - Legal matter pending
<b>Passaic</b>					
2015	3970-X01-01-X760	New Henry Street Elementary School			

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
SPECIAL PROJECTS DIVISION  
PROJECT STATUS REPORT - As of February 1, 2017**

Year of Occupancy	DOE #	School	Disposition	Land & School Transferred Date	Outstanding Issues Remaining for Complete Close Out
<b>Paterson</b>					
Legacy 2008	4010-N02-02-0393	Roberto Clemente Elementary School	Land and/or School Transferred	04/12/13	Unable to close due to upcoming repairs.
2008	4010-S01-02-0101	International High School			
2008	4010-270-02-0608	#24 Elementary School			
2016	4010-N01-02-0169	Dr. Hami Awadallah School (New Marshall Street ES)			
2016	4010-N09-04-00HP	New Public School #16			
<b>Pemberton</b>					
2011	4050-E01-02-0082	Pemberton Early Childhood Education Center	Land and/or School Transferred	02/01/13	Open contract(s)
<b>Phillipsburg</b>					
2016	4100-x01-99-0464	New High School			
<b>Trenton</b>					
2008	5210-N02-01-0912	Daylight/Twilight Alternative School - Demonstration Project	Land and/or School Transferred	12/01/08	Open contract(s) - Pending audit completion
<b>Union City</b>					
2009	5240-x07-01-0571	Union City High School and Athletic Complex - Demonstration Project	Land and/or School Transferred	10/27/11	Open contract(s) - Pending audit completion
2012	5240-N03-02-0397	Columbus Elementary School	Land and/or School Transferred	02/24/15	Open contract(s) - Legal matter pending
<b>Vineland</b>					
2007	5390-N05-04-000C	Gloria M. Sabater Elementary School - Demonstration Project	Land and/or School Transferred	05/06/11	Open contract(s) - Pending audit completion
<b>West New York</b>					
2009	5670-065-01-0559	Elementary School #2	Land and/or School Transferred	05/14/13	Open contract(s) - Legal matter pending
2012	5670-070-01-0556	West New York #3	Land and/or School Transferred	01/29/14	Open contract(s) - Legal matter pending
<b>Capital and Demonstration Projects Totals</b>					
<b>Total Capital and Demonstration Projects</b>			<b>142</b>		
<b>Closed Capital and Demonstration Projects</b>			<b>95</b>		
<b>Capital and Demonstration Projects Not Closed</b>			<b>47</b>		
<b>Capital and Demonstration Projects Not Closed, Land and/or School Transferred</b>			<b>31</b>		
<b>Legal Matter</b>			<b>16</b>		
<b>Pending Audit</b>			<b>6</b>		
<b>Miscellaneous</b>			<b>9</b>		

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
SPECIAL PROJECTS DIVISION  
PROJECT STATUS REPORT - As of February 1, 2017**

Year of Occupancy	DOE #	School	Disposition	Land & School Transferred Date	Outstanding Issues Remaining for Complete Close Out
<b>Emergent Projects</b>					
<b>Bridgeton</b>					
	0540-030-12-0ACJ	Broad Street Elementary School	Land and/or School Transferred	10/21/2016	Open contract(s)
<b>Irvington</b>					
	2330-090-12-0ACT	Chancellor Avenue Elementary School			
	2330-050-10-00CH	Irvington High School - Roof, HVAC, Bathroom			
<b>Newark</b>					
	3570-690-08-0GAK	Speedway			
	3570-720-08-0GAO	American History High School (Warren Street Elementary School)			
<b>Orange</b>					
	3880-115-10-00CM	Orange Middle School (Orange Preparatory Academy)			
<b>Passaic</b>					
	3970-050-12-0ADZ	Passaic City High School			
<b>Trenton</b>					
	5210-080-12-0ABZ	Hedgepeth-Williams School			
<b>Vineland</b>					
	5390-050-12-0ACK	Vineland High School South			
<b>Emergent Project Totals</b>					
<b>Total Emergent Projects</b>			73		
<b>Emergent Projects Closed</b>			63		
<b>Emergent Projects Not Closed</b>			10		
<b>Emergent Projects Not Closed but Transferred</b>			1		
<b>Health and Safety Contract Totals</b>					
<b>Total Contracts</b>			399		
<b># of Open Contracts</b>			7		
<b># of Contracts Closed</b>			392		
<b>Open Design Contracts</b>					
<b>Total Contracts</b>			109		
<b># of Open Contracts</b>			11		
<b># of Contracts Closed</b>			98		

**PROJECT STATUS REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director – Program Operations

DATE: March 1, 2017

SUBJECT: Executive Summary – Monthly Project Status Reports

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**MONTHLY PROJECT STATUS REPORT**

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

No activity during the reporting period

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

No activity during the reporting period

**Revisions to Project Charters:**

Jersey City Patricia Noonan ES (New ES #3) – Revised Final Project Charter – Budget Reallocation to transfer budget funds from the construction contingency line item to the furniture, fixtures and equipment and technology budget line items.



**Projects that have Expended 75% or More of Board Approved Contingency**  
 Reporting Period: Jan. 1, 2008 to January 31, 2017

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

NO 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. Working towards project 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. Working towards project close-out.
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. Working towards project 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. Working towards project close-out.
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. Working towards project 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. Working towards project close-out.

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



**Projects Greater than 90 Days Behind Schedule or with Occupancy Date in Jeopardy**  
 Reporting Period: January 2017

#	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: January 2017

#	District	Project	Financial & Schedule Impacts	Additional Funds Approved	Additional Funds as % of Total Project Budget	Operating Authority Approval Requirement	Description of Revision
1	Jersey City	Patricia Noonan ES (New ES #3)	Budget Reallocation	\$ -	0.00%	CEO Approval	Charter revision to reallocate funds from the construction contingency line item to the furniture, fixtures and equipment and technology budget line items to provide sufficient funding for the fit-out of the building consistent with current budgeting practices.

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**CONTRACTS EXECUTED REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: March 1, 2017

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

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**Contracts Executed Report**

No data to report for the period January 1 through January 31, 2017.

**Noteworthy Items during the reporting period:**

- Execution of 1 Contract for Design-Build Services:
  - Irvington – New Madison Ave ES – Ernest Bock & Sons, Inc. - \$26,800,000

**Amendments & Change Orders Report**

This report contains the activity of Amendments and Change Orders executed during the period January 1 through January 31, 2017.

**Noteworthy Items during the reporting period:**

- Execution of 2 Amendments for Design Services totaling a credit of \$521k, of the 2 executed amendments 1 represents de-obligation of a design contract for a project not being advanced totaling a credit of \$429k that were delegated to the CEO for approval..
- Execution of 5 Construction Services Change Orders totaling a credit of \$29.5k, of the 5 executed change orders none required board approval.

**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



### Contracts Executed Report

Reporting Period: 1/1/2017 through: 1/31/2017

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>										
Irvington Township	Madison Avenue E.S.	New	DB	ES-0027-B01	Ernest Bock & Sons, Inc.		\$26,800,000	01/19/2017	\$24,430,000	\$24,430,000
<b>Contractor</b>										
<b>Part 2. Construction Services</b>							<b>\$26,800,000</b>			<b>\$24,430,000</b>

7



### Contracts Executed Report

Reporting Period: 1/1/2017 through: 1/31/2017

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>Others</b>											
Bridgeton	Quarter Mile Lane E.S.	RenoAdd	FFE	ST-0044-F04	Virco Inc.		\$22,570	01/17/2017	-		
Gloucester City	New Elementary/Middle School	New	FFE	ST-0014-K16	Washington Computer Services		\$399,055	01/04/2017	-		
Gloucester City	New Elementary/Middle School	New	FFE	ST-0014-K17	Washington Computer Services		\$399,055	01/04/2017	-		
Gloucester City	New Elementary/Middle School	New	FFE	ST-0014-K19	Keyboard Consultants		\$296,071	01/06/2017	-		
Jersey City	Patricia M. Noonan E. S. (formerly New ES#3)	New	FFE	JE-0021-K06	Diversant		\$29,885	01/11/2017	-		
Jersey City	Patricia M. Noonan E. S. (formerly New ES#3)	New	FFE	JE-0021-K08	Hewlett Packard Enterprise Company		\$20,733	01/19/2017	-		
Jersey City	Patricia M. Noonan E. S. (formerly New ES#3)	New	FFE	JE-0021-K09	Apple Computer Inc.		\$55,781	01/26/2017	-		
Jersey City	Patricia M. Noonan E. S. (formerly New ES#3)	New	FFE	JE-0021-K10	Keyboard Consultants		\$343,769	01/26/2017	-		
Jersey City	Patricia M. Noonan E. S. (formerly New ES#3)	New	FFE	JE-0021-K11	Keyboard Consultants		\$20,100	01/27/2017	-		
Jersey City	Patricia M. Noonan E. S. (formerly New ES#3)	New	FFE	JE-0021-K12	Keyboard Consultants		\$21,283	01/27/2017	-		
Jersey City	Patricia M. Noonan E. S. (formerly New ES#3)	New	FFE	JE-0021-K13	DynTek Services, Inc.		\$14,424	01/31/2017	-		
<b>Others</b>											
<b>Part 4. Other Contracts &amp; Services</b>							<b>\$1,622,725</b>				
							<b>Total Contract Award</b>	<b>Total Contracts Awarded</b>			
<b>Grand Totals - Professional and Construction Services Combined</b>							<b>\$28,422,725</b>	<b>12</b>			

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



## Contracts Executed Report

Reporting Period: 1/1/2017 through: 1/31/2017

### Project Types Legend

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

### Contract Types Legend

Aquisition	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



Amendments & Change Orders Report

Reporting Period: 1/1/2017 through: 1/31/2017

7

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	
<b>Professional Services</b>														
<b>Design Consultant</b>														
Irvington Township	Florence Avenue E.S.	ES-0023-A01	01/12/2004	9	Ives Architecture Studio, LLC (The)	01/13/2017	\$822,510	\$529,541	(\$428,819)	Yes	8/7/2013	\$923,231	12.24%	
West New York	Harry L. Bain E.S.	HU-0005-A01	10/03/2003	8	STV Architects, Inc.	01/18/2017	\$2,149,000	\$474,787	(\$92,277)			\$2,531,510	17.79%	
<b>Design Consultant</b>														
<b>Professional Services</b>														
									(\$521,096)					
<b>Construction Services</b>														
<b>Contractor</b>														
Jersey City	Number 20 E.S.	JE-0010-C01	09/16/2013	55	Dobco, Inc.	01/12/2017	\$28,735,000	\$1,549,507	\$1,600			\$30,286,107	5.39%	
Jersey City	Number 20 E.S.	JE-0010-C01	09/16/2013	56	Dobco, Inc.	01/12/2017	\$28,735,000	\$1,551,107	\$15,000			\$30,301,107	5.45%	
Phillipsburg	New HS (-x01)	NT-0003-C02	06/06/2013	86	Epic Management, Inc.	01/12/2017	\$80,490,000	\$4,367,528	\$11,725			\$84,869,253	5.44%	
Phillipsburg	New HS (-x01)	NT-0003-C02	06/06/2013	87	Epic Management, Inc.	01/12/2017	\$80,490,000	\$4,379,253	\$961			\$84,870,214	5.44%	
Paterson	New PS#16	PA-0024-B01	01/17/2014	9	Hall Construction Co., Inc.	01/27/2017	\$34,944,000	(\$506,778)	(\$58,787)			\$34,378,434	-1.61%	
<b>Contractor</b>														
<b>Construction Services</b>														
									(\$29,501)					
										<b>Total Change Order Summary</b>		<b>Total Change Orders</b>		
<b>Grand Totals</b>										(\$550,597)		7		

Column Description Legend

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

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

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

**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: March 1, 2017

SUBJECT: Contractor and Workforce Compliance Monthly Update for December 2016

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 through December 31, 2016 was \$285,181,992. The figures below demonstrate compliance with this requirement.

**SBE Breakdown**

The total contract dollars awarded to all SBE contractors was \$82,357,369 (including minorities and women). This represents 28.88% of all SDA contracts.

Type of Business Enterprise	Contract Amount	% of Total SDA Contracts
Small Business Enterprises	\$ 65,539,594	22.98%
Small/ Minority Business Enterprises	\$ 11,407,391	4.00%
Small/Women Business Enterprises	\$ 5,410,384	1.90%
Small/Veteran Owned Business Enterprises	\$ -0-	0.00%
Small/Minority/Women Business Enterprises	\$ -0-	0.00%
<b>TOTAL SBE CONTRACTS</b>	<b>\$ 82,357,369</b>	<b>28.88%</b>

Members of the Authority  
 Contractor and Workforce Compliance Monthly Update  
 March 1, 2017  
 Page 2 of 4

### Ethnic Breakdown

Through the month of December 31, 2016, the total SBE contracts awarded with minority participation were 8.02%.

<b>Ethnicity</b>	<b>Contract Amount</b>	<b>Percentage</b>
American Indian	\$ -0-	0.00%
Asian	\$ 1,834,910	3.30%
Black	\$ 1,575,000	2.83%
Hispanic	\$ 1,047,685	1.88%
<b>Total</b>	<b>\$ 4,457,595</b>	<b>8.02%</b>

### WORKFORCE COMPLIANCE MONITORING

For the month of December, 2016, there was a contractor workforce of 537 on SDA projects. This represents a total of 34,851 contractor workforce hours as follows:

<b>Contractor Workforce Breakdown (All Trades/Districts/Counties)</b>			
<b>Ethnicity</b>	<b>Total Workforce</b>	<b>Total Workforce Hours</b>	<b>Workforce Hours Percentage</b>
Black	61	4,885	14.02%
Hispanic	68	4,180	11.99%
American Indian	2	156	0.45%
Asian	0	0	0.00%
<b>Total Minority Participation</b>	<b>131</b>	<b>9,221</b>	<b>26.46%</b>
Total Non-Minority Participation	406	25,630	73.54%

Members of the Authority  
 Contractor and Workforce Compliance Monthly Update  
 March 1, 2017  
 Page 3 of 4

There was a contractor workforce of 829,755 total workforce hours and 8,071 total female workforce hours on SDA projects for the period of January 1, 2016 through December 31, 2016. 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	829,755	100.00%
<b>*Total Local County Workforce Hours</b>	<b>107,419</b>	<b>12.95%</b>
<b>Total Local County Non-Minority Workforce Hours</b>	<b>88,278</b>	<b>10.64%</b>
<b>Total Local County Female Workforce Hours</b>	<b>1,841</b>	<b>0.22%</b>
<b>Total Local County Minority Workforce Hours</b>	<b>19,141</b>	<b>2.31%</b>
<b>**Local County Workforce Hours by Ethnicity:</b>		
Black	10,478	1.26%
Hispanic	7,930	0.96%
American Indian	733	0.09%
Asian	0	0.00%

\*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  
 March 1, 2017  
 Page 4 of 4

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, 2016 through December 30, 2016.

SDA Managed Project	Total Workforce Hours	Minority Workforce Hours & Percentage		Local County Workforce Hours & Percentage	
		Hours	Percentage	Hours	Percentage
Bridgeton, Buckshutem ES	9,588	432	4.51%	122	1.27%
Bridgeton, Quarter Mile Lane ES	32,890	5,152	15.66%	535	1.63%
Elizabeth, New Academic HS	11,015	1,214	11.02%	8,197	74.42%
Elizabeth, New Elementary School	75,519	23,014	26.76%	0	0.00%
Garfield, James Madison ES	7,109	1,176	16.54%	0	0.00%
Gloucester, New MS	152,583	30,613	20.06%	17,865	11.71%
Jersey City, PS #20	15,710	3,114	19.82%	506	3.22%
Jersey City, ES #3	93,879	29,210	31.11%	7,278	7.75%
Keansburg, Caruso ES	60,853	7,190	11.82%	13,074	21.48%
New Brunswick, Paul Robeson School	18,551	6,281	33.86%	68	0.37%
Newark, Elliott Street ES	885	203	22.94%	14	1.58%
Newark, Oliver Street ES	17,991	3,585	19.93%	595	3.31%
Newark, South Street ES	16,101	6,973	43.31%	2,485	15.43%
Passaic, Leonard Place ES	965	319	33.06%	141	14.61%
Paterson, PS #16	57,280	14,952	26.10%	5,825	10.17%
Paterson, Marshall Street ES	9,034	2,008	22.23%	873	9.66%
Paterson, International HS	2,349	140	5.96%	1,677	71.39%
Phillipsburg HS	178,716	13,291	7.44%	40,924	22.90%
Trenton HS	10,919	2,070	18.96%	1,583	14.50%
Vineland, Lincoln Ave MS	6,204	1,653	26.64%	197	3.18%
West New York, Harry L. Bain ES	16,027	12,150	75.81%	0	0.00%
Emergent Projects	28,949	4,420	15.27%	1,475	5.86%

Prepared by: Charlotte Brooks  
 JaDawna Brown-Mooney

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



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: March 1, 2017

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 January 2017. Also included is a detailed list of grants executed and grants offered during the reporting period.

**Monthly Update:**

- 2 grants impacting 1 district were offered during the reporting period representing \$25.6M in total project costs; pursuant to Department of Education approval these projects are to receive funding for 100% of the total project costs.
- 12 grants impacting 3 districts were executed during the reporting period representing \$9.4M in total project costs and state share of \$3.8M.
- 38 grants impacting 17 districts were closed out during the reporting period representing \$46.8M in total project costs and state share of \$24.0M.
- Since inception, over \$2.6B has been disbursed to 524 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.


**STATE OF NEW JERSEY**  
**SCHOOLS DEVELOPMENT AUTHORITY**  
 Monthly Regular Operating District Grant Report - Summary  
 January 2017

ROD Grant Summary Since Program Inception				
	Offered <sup>1</sup>	Executed	Closed-Out	Active
Districts Impacted	49	524	505	274
Number of Grant Projects	138	5,397	4,157	1,240
Total Project Cost Estimate	\$ 174,329,339	\$ 8,949,504,090	\$ 7,744,203,044	\$ 1,205,301,045
Grant Amount	\$ 91,282,685	\$ 3,000,605,091	\$ 2,521,694,573	\$ 478,910,518
Amount Disbursed	N/A	\$ 2,691,756,828	\$ 2,521,694,573	\$ 170,062,256

Total Funding Offered to School Districts via Grant Program	\$ 3,342,209,450
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Total ROD Grant Funding remaining for new Grant Projects	\$ 43,206,546
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1. Includes grants that have been offered to District's but have not yet been executed.

Monthly Activity ROD Grant Summary		
	Executed	Closed-Out
Districts Impacted	3	17
Number of Grant Projects	12	38
Total Project Cost Estimate	\$ 9,392,735	\$ 46,786,893
Grant Amount	\$ 3,757,095	\$ 23,971,347
Amount Disbursed	NA	\$ 23,971,347

\* 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.



Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail  
January 2017

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Morris	Pequannock Township	Hillview E.S.	\$ 1,272,200	\$ 508,880	Exterior Closure, Electrical, Communications, Safety
Morris	Pequannock Township	North Boulevard E.S.	\$ 789,919	\$ 315,968	Exterior Closure, Electrical, Communications, Safety
Morris	Pequannock Township	Pequannock Township H.S.	\$ 1,134,250	\$ 453,700	Exterior Closure, Electrical, Communications, Safety
Morris	Pequannock Township	Pequannock Valley M.S.	\$ 1,437,013	\$ 574,805	Unbundled Project (-)Exterior Closure, Electrical, Communications, Safety
Morris	Pequannock Township	Stephen J. Gerace E.S.	\$ 1,208,482	\$ 483,393	Unbundled Project (-)Exterior Closure, Electrical, Communications, Safety
Passaic	Bloomingtondale	Walter T. Bergen M.S.	\$ 72,796	\$ 29,118	Barrier free improvements: Remove existing concrete sidewalks & curbs along front of school; Install new concrete curbing, concrete sidewalk & install new drop curbs for handicap accessibility.
Union	Berkeley Heights	Columbia M.S.	\$ 2,049,404	\$ 819,762	Replace approximately 23,000 sf of roofing with a new built(-)up roof. Asbestos removal in the boiler room.
Union	Berkeley Heights	Governor Livingston H.S.	\$ 516,457	\$ 206,583	Repair existing plumbing piping and hose bibs. Renovation of 4 gang toilet rooms including finishes, fixtures, and accessories. Provide tank style grease trap in kitchen. Replace 18 exhaust fans.
Union	Berkeley Heights	Mountain Park E.S.	\$ 156,065	\$ 62,426	Replacement of plumbing piping. Renovation of all gang toilet rooms including finishes, fixtures, and accessories.
Union	Berkeley Heights	The Mary Kay McMillin ECC	\$ 169,000	\$ 67,600	Repair water supply piping and replace drinking fountains. Renovation of all gang toilet rooms including finishes, fixtures, and accessories.
Union	Berkeley Heights	Thomas P. Hughes E.S.	\$ 248,365	\$ 99,346	Exterior Closure, Plumbing, Electrical
Union	Berkeley Heights	William Woodruff E.S.	\$ 338,784	\$ 135,514	Replacement of approximately 4,000 sf of roofing. Replacement of main and branch plumbing valves including new drinking fountains. Renovation of all gang toilet rooms including finishes, fixtures, and accessories.
<b>Grand Total</b>			<b>\$ 9,392,735</b>	<b>\$ 3,757,095</b>	



Monthly Regular Operating District Grant Report - Monthly Offered Grant Detail

January 2017

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Monmouth	Freehold Borough	Park Avenue E.S.	\$ 13,709,600	\$ 13,709,600	Addition to Park Avenue E.S.
Monmouth	Freehold Borough	Freehold Learning Center E.S.	\$ 11,936,250	\$ 11,936,250	Addition to Freehold Learning Center
<b>Grand Total</b>		<b>Grants Offered - 2</b>	<b>\$ 25,645,850</b>	<b>\$ 25,645,850</b>	

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

**COMMUNICATIONS MONTHLY REPORT**



STATE OF NEW JERSEY

SCHOOLS DEVELOPMENT AUTHORITY

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

## MEMORANDUM

TO: Members of the Authority

FROM: /s/ Kristen MacLean, Director of Communications

DATE: March 1, 2017

SUBJECT: Monthly Communications Report

### SDA Celebrates Construction Progress of New School with Beam Signing Event in New Brunswick

On February 8, CEO Charles McKenna joined New Brunswick students and local officials for a “beam signing” ceremony to highlight the progress of construction on the addition/renovation project at the Paul Robeson Community Theme School for the Arts.



The 60,000 square-foot, 3-story addition will include a new multi-purpose room, 30 additional classrooms, four small instruction rooms, and two Basic Skills/ESL classrooms. The 59,400 square-foot existing school also is being renovated. This work includes the introduction of a fire sprinkler system and the renovation/rearrangement of spaces including the school’s food service area, media center, classrooms, nurse’s office, main office and student services suite. The school is anticipated for student occupancy in September 2018.

### SDA Accepts Award for Trenton Central High School Project

On February 10, the SDA accepted a “New Jersey’s Leading Infrastructure Projects” award from the New Jersey Alliance for Action for the new Trenton Central High School. According to the New Jersey Alliance for Action, “the ‘*New Jersey’s Leading Infrastructure Projects*’ award program was created to highlight innovative, pioneering and landmark construction initiatives that greatly impact the state’s economy and to honor the businesses and organizations that work together as partners to ensure the project’s success.”

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

**MONTHLY FINANCIAL REPORT**



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

## MEMORANDUM

TO: Members of the Authority

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

DATE: March 1, 2017

SUBJECT: Monthly Financial Report – December 2016

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. Page 5 contains a breakdown of the Authority’s headcount information by department/division.

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

For December 2016 year to date, Authority operating expenses, **\$18.2 million**, are **down \$3.1 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 **\$2.8M**. This variance is offset by the year to date allocation - of payroll expense to project cost – that is lower than projected, **(\$835K)**. The Authority is currently 28 FTEs under budget;
- Year to date spending reductions for MIS expense **\$334K**, Facilities & General Office expense **\$246K** and Professional & Contracted Services expense **\$285K**.

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

For December 2016 year to date, Authority operating expenses, **\$18.2 million**, are **\$1.2M** lower as compared to the corresponding prior year. This variance is attributable to the 2015 accrued pension liability adjustment resulting from the implementation of accounting pronouncement GASB Statement No. 68.

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

For December 2016 year to date, project expenditures, **\$391.2 million**, are **lower by \$10.9 million** as compared to the capital spending forecast for the *corresponding period*. The variance is due to lower than anticipated expenditures in construction work **\$5.7M**, property acquisitions **\$4.7M**, school furniture, equipment & technology **\$5.1M**, and legal and claims resolution services **\$1.3M**. These spending reductions are offset by an increase in grant activity, **\$6.5M**.

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

For December 2016 year to date, project expenditures, **\$391.2 million**, have **decreased by \$35.9 million** as compared to the *corresponding prior year*. This variance is due to comparative cost reductions in; grant activity **\$29.7M**, property acquisitions (2015 purchase of Paterson Catholic) **\$30.5M** and project insurance (2015 down payment for the OCIP renewal agreement) **\$6.0M**. Offsetting these cost reductions are spending increases in

Members of the Authority  
March 1, 2017  
Page 2

school furniture, equipment & technology **\$26.6M** (related to the multiple school openings in August and September).

**Other**

Since program inception, 77.1% 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**  
**December 2016**  
**(Unaudited)**

## New Jersey Schools Development Authority Overview of Financial Position December 31, 2016

**To:** The Audit Committee

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

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The information contained in this monthly financial report is for the period as of, and for the year-to-date ending, December 31, 2016.

► Overall **Cash and Cash Equivalents** have decreased by \$60.3 million to \$557.2 million, as follows:

■ Receipt of bond and note proceeds (Issued by EDA)	\$ 342,573,648
■ Investment earnings	1,730,650
■ Miscellaneous revenue	809,224
■ Project costs	(391,156,388)
■ SDA operating expenses	(15,679,128)
■ SDA capital expenditures	(440,369)
■ Deposits (primarily district local shares)	1,843,379
Net Change in Cash	\$ (60,318,984)

► **Prepaid Expenses** total \$850,418 as follows:

- Prepaid insurance of \$533,132.
- Prepaid rents of \$122,830 for the Authority's leased office space in Trenton and Newark.
- Prepaid MIS maintenance service contracts of \$170,337.
- Other prepaids of \$24,119.

► **Capital Assets** total \$707,104 (net of accumulated depreciation of \$6,730,546), consisting of leasehold improvements (SDA offices), and capitalized software, equipment, furniture and fixtures in support of SDA operations. Depreciation on capital assets is generally calculated using the straight-line method over the life of each asset. For the year to date, **Capital Expenditures** are \$124,183 and **Depreciation Expense** is \$183,951.

► **Accrued Liabilities** total \$116.3 million, as follows:

- Accrued project costs of \$23.7 million consisting of unpaid invoices (\$4.0 million); and retainage (\$19.7 million).
- Accrued net pension liability of \$58.4 million.
- Pollution remediation obligations (PRO) under GASB 49 net to \$4.0 million (PRO liability \$5.9 million, offset by expected cost recoveries of \$1.9 million).
- Estimated liability for loss contingencies totaling \$3.6 million (contractor claims \$3.6 million).
- Payroll related liabilities of \$1.7 million.
- Post-employment benefits obligation of \$24.5 million.
- Other accrued liabilities of \$0.4 million.

► **Deposits** total \$3.5 million, as follows:

- \$3.2 million is held for local share agreements (pass-through item).

► The Authority's **Net Position** at month end is \$446.1 million.

## New Jersey Schools Development Authority School Facilities Project Expenditures & Funding Allocation December 31, 2016

### ► School Facilities Construction Bond / Note Proceeds & Project Expenditures

- During the current year to date, the SDA has received \$342.6 million bond and note proceeds. The total amount of proceeds received since program inception is \$10.448 billion.
- Project expenditures for the month and year-to-date periods total \$37.8 million and \$391.2 million, respectively, as follows:

<u>Category</u>	<u>Current Month</u>	<u>Current Year-To-Date</u>	<u>Since Program Inception</u>
Construction	\$ 20,243,439	\$ 221,324,809	\$ 4,463,067,368
Design Services	(974,611)	2,576,993	408,987,485
PMF/CM Services	673,856	6,283,043	445,251,107
SDA Project Management	1,276,773	14,858,812	57,373,409
Property Acquisition, Relocation & Enviro	339,656	4,499,241	577,320,941
School Furniture, Fixtures & Equipment	531,521	30,918,939	140,808,747
Project Insurance	705,867	2,272,877	107,611,581
NJ State Inter-Agency Transfers	2,084,602	2,378,359	48,686,700
SDA District Grant & Funding Agreements	62,657	7,194,619	831,098,267
Regular Operating District Grant Agreements	13,208,262	94,226,546	2,690,827,459
Real-Time Project Audits	-	193,977	438,518
Property Management, Maintenance & Utils	42,456	720,910	15,649,808
Outside Legal & Claims Resolution Services	78,546	568,129	7,543,536
Other Project Costs	258,558	4,449,716	62,299,459
Project Credits	-	-	(54,902,944)
<b>Total Project Expenditures</b>	<b>38,531,582</b>	<b>392,466,970</b>	<b>9,802,061,441</b>
Less: Local Share Contributions	(703,755)	(1,310,582)	(182,480,635)
<b>Project Expenditures (State Share)</b>	<b>\$ 37,827,827</b>	<b>\$ 391,156,388</b>	<b>\$ 9,619,580,806</b>
 2016 Capital Spending Forecast	 <b>\$ 28,774,233</b>	 <b>\$402,087,303</b>	

### Allocations Since Program Inception

### ► Program Funding & Expenditures

	<u>Bonding Caps</u> <sup>1</sup>	<u>Total Funding</u> <sup>2</sup>	<u>Paid to Date</u> <sup>3</sup>
■ SDA Districts	\$ 8,900,000,000	\$ 9,010,672,453	\$ 6,947,793,676
■ Regular Operating Districts	3,450,000,000	3,493,528,018	2,992,231,083
■ Vocational Schools	150,000,000	151,739,259	109,851,589
<b>Total - State Share</b>	<b>\$ 12,500,000,000</b>	<b>\$ 12,655,939,730</b>	<b>\$ 10,049,876,348</b>

### ► Percentage of Total Funding Paid to Date

■ SDA Districts	77.1%
■ Regular Operating Districts	85.7%
■ Vocational Schools	72.4%
<b>Total - State Share</b>	<b>79.4%</b>

1 Of the \$12.5 billion authorized for the school construction program, \$10,447,702,648 principal amount of bond and note proceeds have been received to date.

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

3 These amounts include the allocation of SDA operating expenses and capital expenditures totaling \$430,295,542.

## New Jersey Schools Development Authority Operating Expenses vs Budget December 31, 2016

<u>Category</u>	<u>Actual Year-To-Date</u>	<u>Budget Year-To-Date</u>	<u>Increase/ (Decrease)</u>
<b>Personnel Expenses:</b>			
Employee Salaries	\$ 18,476,015	\$ 20,260,791	\$ (1,784,776)
Employee Benefits	9,791,552	10,643,713	(852,161)
Direct Hire Temporary Employee Costs	205,054	376,775	(171,721)
Total Employee Salaries & Benefits Costs	28,472,621	31,281,279	(2,808,658)
<b>Less: Employee Salaries &amp; Benefits Costs</b>			
Charged to Projects	14,858,812	15,694,091	(835,279)
Salaries & Benefits Charged to Operating Expense	13,613,809	15,587,188	(1,973,379)
Temporary Staffing Services	176,226	130,000	46,226
Travel & Expense Reimbursements	29,816	33,700	(3,884)
Training & Professional Development	67,905	126,194	(58,289)
Total Personnel Expenses	13,887,756	15,877,082	(1,989,326)
<b>Non-Personnel Operating Expenses:</b>			
Facilities & General Office Expenses	2,358,943	2,605,440	(246,497)
Information Systems	1,096,191	1,430,445	(334,254)
Professional & Other Contracted Services	219,529	504,500	(284,971)
Property & Casualty Insurance	408,336	413,000	(4,664)
SDA-Owned Automobiles	81,357	100,000	(18,643)
Communications & Outreach	240	500	(260)
Reserve for Unforeseen Events & New Initiatives	-	50,000	(50,000)
<b>Total Operating Expenses (Non-Capital)</b>	<b>18,052,352</b>	<b>20,980,967</b>	<b>(2,928,615)</b>
<b>Capitalized Operating Expenses</b>	<b>124,183</b>	<b>255,000</b>	<b>(130,817)</b>
<b>Total Authority Operating Expenses</b>	<b>\$ 18,176,535</b>	<b>\$ 21,235,967</b>	<b>\$ (3,059,432)</b>

**2016 Annual Operating Budget**

**\$ 21,235,967**

## New Jersey Schools Development Authority Operating Expenses vs Prior Year December 31, 2016

<u>Category</u>	<u>Actual Year-To-Date</u>	<u>2015 Year-To-Date</u>	<u>Increase/ (Decrease)</u>
<b>Personnel Expenses:</b>			
Employee Salaries	\$ 18,476,015	\$ 17,780,324	\$ 695,691
Employee Benefits	9,791,552	11,201,771	(1,410,219)
Direct Hire Temporary Employee Costs	205,054	321,228	(116,174)
Total Employee Salaries & Benefits Costs	28,472,621	29,303,323	(830,702)
<b>Less: Employee Salaries &amp; Benefits Costs</b>			
Charged to Projects	14,858,812	14,239,995	618,817
Salaries & Benefits Charged to Operating Expense	13,613,809	15,063,328	(1,449,519)
Temporary Staffing Services	176,226	11,512	164,714
Travel & Expense Reimbursements	29,816	19,562	10,254
Training & Professional Development	67,905	39,054	28,851
Total Personnel Expenses	13,887,756	15,133,456	(1,245,700)
<b>Non-Personnel Operating Expenses:</b>			
Facilities & General Office Expenses	2,358,943	2,247,272	111,671
Information Systems	1,096,191	772,666	323,525
Professional & Other Contracted Services	219,529	303,107	(83,578)
Property & Casualty Insurance	408,336	384,655	23,681
SDA-Owned Automobiles	81,357	82,463	(1,106)
Communications & Outreach	240	-	240
Reserve for Unforeseen Events & New Initiatives	-	-	-
<b>Total Operating Expenses (Non-Capital)</b>	<b>18,052,352</b>	<b>18,923,619</b>	<b>(871,267)</b>
<b>Capitalized Operating Expenses</b>	<b>124,183</b>	<b>474,771</b>	<b>(350,588)</b>
<b>Total Authority Operating Expenses</b>	<b>\$ 18,176,535</b>	<b>\$ 19,398,390</b>	<b>\$ (1,221,855)</b>

# New Jersey Schools Development Authority

## Employee Headcount

### December 31, 2016

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<b><u>SDA Department</u></b>	<b><u>Current Month End</u></b>	<b><u>Budget</u></b>	<b><u>Increase/ (Decrease)</u></b>
Office of Chief Executive Officer (CEO)	3	3	0
CEO, Contract Management	10	13	-3
COS, Program Assessment & Development	7	9	-2
COS, Special Projects	9	9	0
Program Operations, Executive	5	6	-1
Program Operations, Capital Planning & Grants Admin.	24	26	-2
Program Operations, Safety	8	9	-1
Program Operations - Design Studio	16	16	0
Program Operations, Project Teams	55	65	-10
Corp Governance & Operations, Executive	3	3	0
Corporate Governance & Operations, Human Resources	7	8	-1
Corporate Governance & Operations, Chief Counsel	13	14	-1
Corporate Governance & Operations, Information Systems	15	15	0
Corporate Governance & Operations, Facilities	5	6	-1
Corporate Governance & Operations, Communications	7	11	-4
Financial Operations, Executive	5	5	0
Financial Operations, Controller	12	12	0
Financial Operations, Real Estate Services	5	6	-1
Financial Operations, Procurement & Contract Services	9	10	-1
Financial Operations, Risk Management & Vendor Services	<u>11</u>	<u>11</u>	<u>0</u>
<b>Total Full-Time Employees</b>	<b><u>229</u></b>	<b><u>257</u></b>	<b><u>-28</u></b>

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

**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.**