

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD MEETING  
WEDNESDAY, FEBRUARY 5, 2020 AT 9:00 A.M.  
32 E. FRONT STREET, TRENTON, NJ  
BOARD ROOM**

**1. NOTICE OF PUBLIC MEETING**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF MEETING MINUTES**

- a. 2020 Organizational Meeting Minutes of January 8, 2020
- b. Board Open Session Meeting Minutes of January 8, 2020
- c. Board Open Session Meeting Minutes of January 21, 2020

**5. AUTHORITY MATTERS**

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

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

- a. Approval of Award - Human Resources Consulting Services - GP-0268-R02

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

- a. Company Name: TCI Construction & Management, Inc.  
District: Paterson School District  
Contract No.: EP-0071-C01  
PMF/CM: NJSDA Self-Managed  
School Name: Paterson – New Roberto Clemente Elementary School  
Original Contract Value: \$1,755,475.00  
Change Order No: 1  
Reason: De-Obligation of Unused Contract Funds  
Amount: (\$531,593.54)  
Contract Status Value: 69.7% Paid to Date against the Current Contract Value  
Certificate of Approval: July 31, 2019

- b. Design-Build Award and Approval of Final Project Charter - Plainfield Public School District - Woodland New Elementary School - ET-0100-B01

**8. REPORT AND RECOMMENDATIONS OF THE REAL ESTATE COMMITTEE (CHAIRMAN'S REPORT) – TO BE PROVIDED IN EXECUTIVE SESSION**

**9. 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 (*no report*)
- xi. Monthly Financial Report (*no report*)
- xii. Design Contract De-Obligations Report (*no activity*)

**10. PUBLIC COMMENTS**

**11. EXECUTIVE SESSION**

- a. Orange Cleveland Street Elementary School Project - Exercise of an Option to Extend a Lease for Temporary Facilities
- b. Request for Authority to Enter Into an Agreement Providing the NJSDA's Consent to the Disposition and Redevelopment of Real Property Acquired with NJSDA funds in connection with the former Trenton Early Childhood Center Project
- c. Litigation/Contract Matter(s) – OPMA Exemption N.J.S.A. 10:4-12b (7)  
CCD Report (*no activity*)

**12. ADJOURNMENT**

**APPROVAL OF MEETING MINUTES**

**2020 ORGANIZATIONAL MEETING MINUTES**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
2020 ORGANIZATIONAL BOARD OF DIRECTORS MEETING  
WEDNESDAY, JANUARY 8, 2020**

The Annual Organizational meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, January 8, 2020 at 9:00 a.m. at the offices of the Authority at 32 East Front Street, Trenton, New Jersey.

Participating were:

Robert Nixon, Chairman  
Stephan Martorana (EDA)  
Kevin Luckie (DCA)  
Bernard Piaia (DOE)  
Michael Kanef (Treasury)  
Richard Elbert  
Loren Lemelle  
Lester Lewis-Powder  
Mario Vargas

being a quorum of the Board. Mr. Kanef, Ms. Lemelle, Mr. Lewis-Powder, Mr. Piaia and Mr. Vargas participated in the meeting by telephone conference.

At the Chairman's request, Manuel Da Silva, chief executive officer, Andrew Yosha, vice president; Jane F. Kelly, vice president & assistant secretary; Donald Guarriello, vice president & chief financial officer; and Albert Barnes, chief counsel (by teleconference) of the SDA participated in the meeting. Joy Johnson of the Governor's Authorities Unit also participated in the meeting (by teleconference).

The Chairman outlined the chronology for the Organizational and Regular Board Meetings.

***Pledge of Allegiance***

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

The Chairman of the Board, Mr. Nixon, called the meeting to order and 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 a meeting notice had been duly posted on the Secretary of State's bulletin board at 20 West State Street in Trenton, New Jersey. Ms. Kelly then conducted a roll call and indicated that a quorum of the Members was present.

### *Pledge of Allegiance*

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

Next, Mr. Nixon welcomed the Members, SDA staff and the public to the SDA's 2020 Annual Organizational meeting. He then presented the matters on the agenda for Board consideration. Referencing the Organizational Meeting materials that staff provided to the Board in advance of the meeting, Mr. Nixon announced that the first matter requiring Board approval is the election of Authority Officers for 2020. He then identified the names of the individuals put forward for Board consideration to serve in the following positions: Vice Chairperson—Mario Vargas; Treasurer—Elizabeth Muoio, State Treasurer; Secretary—Michael Maloney; Chief Executive Officer—Manuel Da Silva; Assistant Treasurer—Donald Guarriello; and Assistant Secretary—Jane F. Kelly. As was noted in the materials provided to the Board, the position of Assistant Secretary also is responsible for all corporate governance and compliance responsibilities of the Authority.

Mr. Nixon requested a motion to elect as the officers of the Authority those individuals whose names were just announced. Upon a motion by Mr. Luckie and seconded by Mr. Elbert, the Board approved the slate of SDA Officers proposed for 2020 with its unanimous vote in favor of **Resolution 3a**.

Mr. Nixon then announced those Board Members that he is appointing to serve as Committee Chairs and Members for 2020. He advised that there would be no changes in the composition of the

current Committees and their Chairs. The individuals appointed by the Chairman to serve as Chairs and Members of the Authority's Audit, Real Estate and School Review Committees respectively are as follows:

Audit Committee

1. **Robert Nixon, Chairperson** (Public Member)
2. State Treasurer (or designee, as permitted by Section 2.7 of the By-Laws)
3. Loren Lemelle (Public Member)
4. Mario Vargas (Public Member)

Real Estate Committee

1. **Mario Vargas, Chairperson** (Public Member)
2. Commissioner of the New Jersey Department of Community Affairs (or designee, as permitted by Section 2.7 of the By-Laws)
3. Kevin Egan (Public Member)
4. Richard Elbert (Public Member)
5. Lester Lewis-Powder (Public Member)

School Review Committee

1. **Kevin Luckie, Chairperson** (New Jersey Department of Community Affairs designee, as permitted by Section 2.7 of the By-Laws)
2. Chief Executive Officer of the New Jersey Economic Development Authority (or designee as permitted by Section 2.7 of the By-Laws)
3. Commissioner of the New Jersey Department of Education (or designee, as permitted by Section 2.7 of the By-Laws)
4. Michael Maloney (Public Member)
5. Mario Vargas (Public Member)

Mr. Nixon then reminded the Board that the Audit Committee Charter requires that at least one member of the Audit Committee be designated by the Board to serve as the Committee's financial expert. He said that his recommendation for Audit Committee financial expert is Loren Lemelle, Public Member. Mr. Nixon then requested a motion to approve the nomination of Ms. Lemelle to serve as the Audit Committee's financial expert in 2020. Upon motion duly made by Mr. Vargas and seconded by Ms. Lemelle, the Board approved the nomination of Loren Lemelle to serve as the Audit Committee's financial expert upon its unanimous vote in favor of **Resolution 3bi**.

Mr. Nixon next stated that a proposed 2020 Board meeting schedule, to be operative until the Authority's next Annual Organizational meeting, was included in the meeting materials as **Exhibit E**. Mr. Nixon requested a motion to adopt the Board meeting schedule as proposed. Upon motion duly

made by Mr. Luckie and seconded by Mr. Elbert, the Board approved the Board meeting schedule for 2020 as presented upon its unanimous vote in favor of **Resolution 3c**.

**PUBLIC COMMENT**

Mr. Nixon then asked if any member of the public wished to address the Board regarding organization related issues. He announced that there was no one present who wished to address the Board.

**ADJOURNMENT**

There being no further business to come before the Board, Mr. Nixon asked for a motion to adjourn the 2020 Annual Organizational meeting and open the regular Public Meeting of the Board.

**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 2020 Annual Organizational meeting held January 8, 2020.

/s/ Jane F. Kelly  
Assistant Secretary

**RESOLUTION—4a.****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 January 8, 2020 Organizational Meeting of the New Jersey Schools Development Authority were forwarded to the Governor on January 9, 2020.

**NOW, THEREFORE, BE IT RESOLVED**, that the minutes of the New Jersey Schools Development Authority's January 8, 2020 Organizational 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: February 5, 2020

**JANUARY 8, 2020 OPEN SESSION MINUTES**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, JANUARY 8, 2020**

A meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, January 8, 2020 at 9:15 A.M. at the offices of the Authority at 32 East Front Street, Trenton, New Jersey.

Participating were:

- Robert Nixon, Chairman
- Michael Kanef (Treasury)
- Bernard Piaia (DOE)
- Stephen Martorana (EDA)
- Kevin Luckie (DCA)
- Richard Elbert
- Lester Lewis-Powder
- Loren Lemelle
- Michael Maloney
- Mario Vargas

being a quorum of the Board. Mr. Kanef, Ms. Lemelle, Mr. Lewis-Powder, Mr. Piaia and Mr. Vargas participated in the meeting by teleconference.

At the Chairman’s request, Manuel Da Silva, chief executive officer; Andrew Yosha, vice president; Jane F. Kelly, vice president and assistant secretary; Donald Guarriello, vice president and chief financial officer; and Albert Barnes, chief counsel (by teleconference) of the SDA, participated in the meeting. Joy Johnson of the Governor’s Authorities Unit (GAU) also participated in the meeting.

The meeting was called to order by the Chairman of the Board, Mr. Nixon, 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 20 West State Street in Trenton, New Jersey. Ms. Kelly then conducted a roll call and indicated that a quorum of the Members was present.

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

The Chairman then presented for consideration and approval the Minutes of the December 4, 2019 Open and Executive Session meetings. Staff had provided a copy of both sets of minutes and a resolution to the Members for review in advance of the meeting. Upon motion duly made by Mr. Luckie and seconded by Mr. Elbert, the Board approved the Open and Executive Session minutes of the December 4, 2019 SDA Board meeting with the Members' unanimous vote in favor of ***Resolution 4a/4b***.

### ***Authority Matters***

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

The Chairman then asked Mr. Da Silva for the Report of the CEO. Mr. Da Silva gave an update on projects in the procurement stage. He reported that for the Perth Amboy HS project, the bid protest has been resolved and the notice-to-proceed (NTP) was issued on January 7, 2020. With respect to the Plainfield Woodland ES project, he said that proposals were received on December 17, 2019 from 4 design-build teams (Dobco, Inc., Epic Management, Inc., Ernest Bock & Sons, Inc. and Hall Construction Co.). He noted that the proposals are being reviewed by the selection committee and price proposals are scheduled to be opened on January 9. He added that staff anticipates advancing an award recommendation to the Board at its February meeting.

Next, Mr. Da Silva gave an update on projects in the constructability stage. He reported that the constructability review phase is complete for the Orange Cleveland Street ES project. He said that the Team is finalizing its recommendation for a change order consistent with the Operating Authority and prior to the issuance of a NTP. For the Orange HS project, Mr. Da Silva advised the Members that the constructability review phase is complete and the Board approved a change order representing the cost impact identified by the constructability review. He noted that staff is reviewing documentation required for issuance of a NTP. In regard to the Keansburg Port Monmouth Road School project, he reported that a NTP with constructability review services was issued on December 19, 2019 to Niram, Inc. He added that the construction management services contract with Pinnacle Consulting & Construction Services was executed on December 11, 2019.

Turning to design-build projects in construction, Mr. Da Silva informed the Members that design phase services are ongoing for the Paterson Union Avenue MS project. He said that pile caps and grade beam installation work is ongoing and underground utilities work is commencing. He noted that the remaining design package is being finalized for submission to the Department of Community Affairs (DCA). For the Camden HS project, he reported that Ernest Bock & Sons, Inc. continues with design phase services. He said that masonry work continues in the building. He advised that DCA issued full plan release and permits on December 17, 2019. With respect to the East Orange George Washington Carver ES project, he said that Dobco, Inc., the design-builder, has completed design phase services. He noted that interior mechanical, electrical and plumbing (MEP) finish work is ongoing.

In continuing, Mr. Da Silva informed the Members that for the Harrison New ES project, MEP rough-in and building enclosure work is ongoing, as well as exterior masonry veneer construction. He added that roofing and window installation activities are also ongoing. For the

Millville HS addition and renovation project, he reported that Hall Construction continues with design phase services. He said that Phase II MEP rough-in activities and Phase III footings and foundation work is complete and structural steel activities are ongoing. Mr. Da Silva advised that masonry, site work and vehicle bridge work is being completed and pedestrian bridge renovation work is underway for the Passaic Dayton Avenue Educational Campus project. He said that MEP and framing work are ongoing throughout the building. He noted that exterior brick work has commenced and all HVAC roof top units have been set. He said that, in addition, electrical switchgear has been received and placed and transformers are being set. For the Pemberton Denbo Crichton ES project, he informed the Members that MEP and interior wall work is underway. He added that finish work has begun on first floor areas.

Next, Mr. Da Silva gave an update on projects in the programming stages. He reported that for the Hoboken Demarest ES project, program modifications have been finalized. He added that swing space needs are being reviewed. He said that SDA's engaged design consultant, DRG, has completed its initial report on existing building conditions. For the Union City New Grade 7 to 9 School project, he advised that programming refinement discussions and SDA in-house design development are ongoing. He said that the project will be advanced through a design-build delivery method. He added that SDA has initiated site acquisition activities there.

Turning to Authority events, outreach and other activities, Mr. Da Silva advised that on December 18 SDA held a groundbreaking ceremony for the new middle school in Paterson. He said that staff was happy to be joined by the students, school district officials, Senator Pou, Assemblyman Wimberly, the mayor and local officials.

In concluding his report, Mr. Da Silva informed the Members that staff issued the SDA's Biannual Report the previous month as required by statute. He said that it is available on the SDA website.

### *Chairman's Report*

Mr. Nixon reminded the Members that in 2019, the Authority committed to hire a human resources (HR) consultant. He said that the process will be managed by the Board and that he has asked Mr. Maloney and Mr. Vargas to join him as members of the selection committee to procure the consultant. He added that the process would begin the following day and in a relatively short period of time the Board will receive an update on the selection of the firm that will perform the HR analysis.

### *Audit Committee*

Mr. Nixon, as Audit Committee Chairman, reported that the Audit Committee met on December 16, 2019 at which time management provided the Committee with the November 2019 New Funding Allocation and Capital Plan Update. He advised that during the reporting period there were no changes in any of the reserve balances for the SDA districts. He reported that the reserve balance for the Regular Operating Districts (RODs) increased by \$2.7 million during the reporting period due to a reduction in state share for grant projects nearing completion.

Next, Mr. Nixon said that, for informational purposes, management also had provided the Committee with the Authority's 2020 Capital Spending Forecast. He explained that the forecast is based on Treasury Updated Spending Models which help to ensure that there is an optimum level of cash on hand, and that additional funds are appropriately obtained within the State's bonding schedule. He reported that the forecast anticipates expenditure of approximately \$323.6 million for school facilities projects, representing an increase of approximately \$11 million over

the estimated actual spending in 2019. He explained that the increase is attributable to higher than anticipated spending on construction and design services.

Mr. Nixon advised the Board that the Committee was provided with the results of one audit that was conducted to comply with the statutory requirement that capital portfolio projects over \$10 million be reviewed to assess whether state funds were expended in accordance with contract terms, SDA practices and state regulations.

Next, Mr. Nixon provided the November 2019 Monthly Financial Report. He advised the Committee that the Authority's operating expenses (Actual vs. Budget) for the year-to-date period totaled \$15.1 million, \$2.9 million lower as compared to the budget for the corresponding period. He explained that the decrease is mainly attributable to lower personnel costs. He added that the lower than anticipated spending related to facilities and general office expenses. He noted that informational systems expenses contributed to the variance. He reported that Year-to-Date Authority Operating Expenses (Actual vs. Prior Year Actual) are \$40,000 lower as compared to the operating budget for the corresponding prior year period. He noted that there has been a savings of approximately \$1 million from the July 2019 reporting period. Mr. Nixon then reported that school facilities project expenditures (Actual vs. Forecast) for the year-to-date period total \$281 million, \$21 million lower as compared to the capital spending forecast for the corresponding period. He advised that this variance is the result of lower than forecasted expenditures for grant activity and design services—net of cost recovery settlements, property acquisitions, lower than projected payroll expenses and other project related costs. He noted that this variance is offset by spending increases in construction activity and school furniture purchases. Mr. Nixon then reported that project expenditures (Actual vs. Prior Year Actual), at \$281 million, are \$9.8 million lower as compared to the corresponding prior year period. He explained that the variance is due to decreased grant activity, project insurance costs, design

services – net of cost recovery settlements, and other project related costs. He reported that this decreased spending is offset by an increase in spending for construction work and school furniture purchases. He said that, since program inception, approximately 86% of the funds authorized for SDA districts have been disbursed. Additionally, he said that, since program inception, 96% of all SDA disbursements relate to school facilities projects. He advised that the estimated value of active school facilities capital, emergent and regular operating district grant projects is approximately \$2 billion.

Lastly, Mr. Nixon presented the Audit Committee's recommendation for approval of an extension to the Authority's Owners Protective Professional Indemnity (OPPI) Insurance Policy (Policy). He explained that OPPI is an excess insurance policy that indemnifies the Authority for damages arising out of the professional negligence of its contracted design professionals. He noted that in both 2009 and 2014 the Members approved the purchase of an OPPI policy to cover all projects anticipated to begin construction during the term of the policy. He advised that the current Policy is set to expire. He explained that the policy extension limit, at \$25 million, will also provide pollution liability and third party claims and third party claim expenses that result from demands made directly against the Authority by entities who are not a party to any contract or agreement to provide services on behalf of the Authority. He said that the extended Program will effectively provide excess professional liability coverage for the Authority's managed school facilities projects anticipated to begin and complete construction through June 30, 2025. Mr. Nixon said that the purchase price of the extension is at a cost not-to-exceed \$704,642, inclusive of contingency. Additionally, he advised that the Policy will continue to have an extended reporting provision of up to eight (8) years beginning on the earlier of substantial completion of a project or the policy expiration date.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon a motion duly made by Mr. Luckie and seconded by Mr. Elbert, the Board approved the extension of the SDA's Owners Protective Professional Indemnity (OPPI) Insurance Policy, in an amount not-to-exceed \$704,642, inclusive of contingency, with its unanimous vote in favor of ***Resolution 6a.***

### ***Public Comments***

The Chairman then opened the Public Comments portion of the meeting. Mr. Nixon invited Charles Kratovil to the podium. Mr. Kratovil said that he is from New Brunswick and is the editor of the newspaper New Brunswick Today. He said that he has not spoken before the Board since 2012. He then asked if the SDA has a position or policy on SDA districts selling school facilities. Mr. Yosha responded that in a situation where the SDA has expended bond funds to purchase a property to deliver a school facility and that facility serves to replace an existing district facility and the entirety of the purchase plan was bought with SDA funds, then the SDA is entitled to consider and weigh in on the school district's divesture of the replaced facility. Mr. Kratovil said that he wanted to bring to the Board's attention the situation of the Lincoln Annex School in New Brunswick. He noted that the School was not an SDA project. He said that the Lincoln Annex was a Catholic School campus that the district purchased and spent a significant amount of local taxpayer money to refurbish, expand and reopen as a public school. He advised that the School is doing great and is one of the best performing schools in the district. He said that he is very concerned that there are ongoing discussions about potentially selling the School to a private developer who is working with a hospital in the community. He said that he wanted to make the SDA aware of the potential situation. He noted that the Authority has been very helpful in getting some of the school facility needs met in New Brunswick. He said that

losing this facility would set the community back quite a bit. Mr. Kratovil said that he hoped the SDA would take a strong stance against the sale of any facilities in SDA districts. Mr. Kratovil stated that public school facility planning should be done in public and not by rumor. Mr. Nixon noted that all SDA planning is made public, referencing the Authority's strategic plan that will be made public. Mr. Kratovil thanked the Board.

### *Adjournment*

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 January 8, 2020 meeting.

/s/ Jane F. Kelly  
Assistant Secretary

***Resolution—4b.*****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 January 8, 2020 Board meeting of the New Jersey Schools Development Authority, for the Open Session were forwarded to the Governor on January 9, 2020.

**NOW, THEREFORE, BE IT RESOLVED**, that the minutes of the New Jersey Schools Development Authority's January 8, 2020 Open Session meeting is hereby approved.

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

Dated: February 5, 2020

**JANUARY 21, 2020 OPEN SESSION MINUTES**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
TUESDAY, JANUARY 21, 2020**

A meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Tuesday, January 21, 2020 at 10:30 A.M. at the offices of the Authority at 32 East Front Street, Trenton, New Jersey.

Participating were:

- Robert Nixon, Chairman
- Michael Kanef (Treasury)
- Kevin Luckie (DCA)
- Stephen Martorana (EDA)
- Bernard Piaia (DOE)
- Kevin Egan
- Richard Elbert
- Loren Lemelle
- Lester Lewis-Powder
- Michael Maloney
- Mario Vargas

being all the Members of the Board. Ms. Lemelle, Mr. Lewis-Powder, Mr. Egan, Mr. Elbert, Mr. Kanef and Mr. Piaia participated in the meeting by teleconference.

At the Chairman's request, Manuel Da Silva, chief executive officer; Andrew Yosha, vice president; Jane F. Kelly, vice president and assistant secretary; Donald Guarriello, vice president and chief financial officer; Albert Barnes, chief counsel; Gregory Voronov, managing director; Colleen Connolly, managing director; and William Coonahan, deputy director, of the SDA, participated in the meeting. Joy Johnson of the Governor's Authorities Unit (GAU) also participated in the meeting.

The meeting was called to order by the Chairman of the Board, Mr. Nixon, 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 20 West State Street in Trenton, New Jersey. Ms. Kelly then conducted a roll call and indicated that a quorum of the Members was present.

### ***Pledge of Allegiance***

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

### ***Authority Matters***

#### ***Audit Committee and School Review Committee***

The Chairman opened the meeting by stating that the Members were very well briefed in Committee regarding the 2019 SDA Statewide Strategic Plan for SDA Districts (Plan). He added that the Members were all provided the opportunity to review the Plan in detail with staff.

The Chairman then asked Mr. Da Silva and Mr. Yosha respectively to introduce and discuss the Plan.

Mr. Da Silva thanked the Members for their participation in this special Board meeting and the other meetings where the Plan was discussed. He said that the Authority is committed to addressing the educational facility needs of the students of New Jersey through the delivery of high-quality schools that provide the educational infrastructure that students need to succeed. He said that, today, staff is presenting the Plan for Board consideration and approval. Mr. Da Silva explained that the Plan fulfills SDA's statutory responsibility and is based on the Department of Education's (DOE) 2019 Educational Facilities Needs Assessment (EFNA). He said that the Plan

provides for the sequencing of SDA activities that will address the significant overcrowding and aging infrastructure needs that exist in many SDA districts.

Mr. Da Silva noted that the Plan only speaks to the needs that exist and is supportive of the ongoing conversations regarding funding reauthorization to advance the important work of the SDA. With that, Mr. Da Silva said that staff submits the Authority's 2019 Statewide Strategic Plan for SDA Districts for Board approval. He thanked Mr. Yosha and his staff for developing the Plan.

At the Chairman's request, Mr. Yosha provided additional detail regarding the proposed Plan. Mr. Yosha said that the goal of the Plan is to address the entirety of the needs that were identified in the EFNA. He said that the Plan has three underlying principles. He explained that educational prioritization is the fundamental guiding principle of the Plan. Second, he advised that the Plan applies a sequencing in addressing the needs based upon logistical factors, noting that the most key logistical factor is the availability of land as set forth in the Plan. He said that the third underlying principle is the need for SDA and DOE to work closely and thoroughly with each district to define the most appropriate and effective solutions to their overall facilities needs.

In continuing, Mr. Yosha said that the Authority has delivered or will deliver over 34,000 seats under the current plan. He said that there remain additional capacity needs of over 15,000 seats in the SDA districts. He said that the EFNA also recognizes building facilities conditions needs. He said that the proposed Plan speaks to both of these areas---addressing capacity and building conditions needs.

Mr. Yosha explained that the proposed Plan employs a sequencing approach that is grounded in a first tranche based upon the availability of land for the projects and the identification of land for projects for which land currently is not available.

Next, Mr. Yosha advised the Board that in terms of building conditions needs, the Plan advances a proposed Building Conditions Assessment program through which facilities deficiencies can be identified in a uniform and consistent way. He said that this provides a better approach for learning about building conditions needs across the state.

Mr. Yosha said that there is a first tranche of work that satisfies the building deficiencies needs and that also recognizes where land for needed projects is available. He said that there are also a large number of projects in Newark and Camden where school facilities are over 100 years old. He said that this Plan proposes replacing these facilities and then conducting the Building Conditions Assessment to identify other needs throughout the state. Mr. Yosha said that, consistent with the SDA Operating Authority, management is asking for Board approval of the proposed Plan.

Mr. Nixon expressed his appreciation to Mr. Yosha and his team along with the SDA Executive Team for developing the Plan. He recognized that this was a difficult undertaking. He said that he believes that the proposed Plan is respectful of the needs of the children of the state who are waiting for SDA to act. He again noted that the Members were given a comprehensive briefing as to the details of the Plan in Committee and had the opportunity to ask questions of staff. He asked if there were any other comments that the Members wished to make or questions that they wished to pose to staff. The Members then engaged in a brief discussion regarding next steps.

Mr. Nixon thanked the Executive Team for involving the Board in the development of the Plan.

A resolution pertaining to the Plan had been forwarded to the Board in advance of the meeting. Upon a motion by Mr. Vargas and seconded by Mr. Maloney, the Members approved

the proposed the 2019 SDA Statewide Strategic Plan for SDA Districts with their unanimous vote in favor of *Resolution 4a*.

### *Public Comments*

Mr. Nixon then opened the Public Comments portion of the meeting. No member of the public was in attendance and thus no one stepped forward to address the Board.

### *Adjournment*

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 January 21, 2020 meeting.

*/s/ Jane F. Kelly*  
Assistant Secretary

***Resolution—4c.*****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 January 21, 2020 Board meeting of the New Jersey Schools Development Authority, for the Open Session were forwarded to the Governor on January 21, 2020.

**NOW, THEREFORE, BE IT RESOLVED**, that the minutes of the New Jersey Schools Development Authority's January 21, 2020 Open Session meeting is hereby approved.

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

Dated: February 5, 2020

## **AUTHORITY MATTERS**

## **CEO REPORT**

**CHAIRMAN'S REPORT**

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

**APPROVAL OF AWARD - HUMAN RESOURCES CONSULTING SERVICES -  
GP-0268-R02**



STATE OF NEW JERSEY

## SCHOOLS DEVELOPMENT AUTHORITY

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

TO: Members of the Authority

FROM: Robert Nixon  
Chairman, NJSDA Board of Directors

DATE: February 5, 2020

SUBJECT: Approval of Award  
Package No. GP-0268-R02  
Human Resources Consulting Services

INTRODUCTION

At the August 7, 2019 meeting of the NJSDA Board of Directors, in consultation with Governor Philip D. Murphy, I directed NJSDA management to retain a consultant to review and formulate improvements to the NJSDA's Human Resources function. At this time, the Members of the Authority are requested to approve the award of a contract to a firm with relevant experience and qualifications to successfully perform the required services. The total lump sum compensation for Human Resources Consulting Services is \$94,750.

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, Board approval is required for the award of consultant contracts greater than \$100,000.

DESCRIPTION

The consultant shall be responsible for conducting a comprehensive review and providing recommended enhancements for the following areas within the NJSDA's Human Resources function: (1) Job Descriptions, Functional Responsibilities and Compensation Levels; and (2) Operational Efficiency Evaluation. Specifically, the consultant shall review and evaluate all NJSDA position descriptions and provide recommendations for changes; assess pay and total compensation competitiveness, inclusive of benefits package, against relevant comparator markets; analyze internal pay and total compensation equity to assess the degree of consistency and fairness in the current compensation program; prepare an assessment of pay compliance with the Fair Labor Standards Act ("FLSA") and the Diane B. Allen Equal Pay Act (P.L. 2018, c. 9); develop a job grade structure with salary ranges that is competitive within the relevant comparator markets and achieves internal equity across internal departments and functions; describe the methodology by which positions are measured and the factors utilized in the evaluation; review and evaluate the current NJSDA organizational structure and administrative controls for gaps and inefficiencies; identify organizational change recommendations to enhance operational efficiency; support the NJSDA's development of an annual Staffing Plan; and identify a recommended organizational structure and needed procedural enhancements in support of workforce development and career path implementation. Additionally, the consultant shall be required to participate in bi-weekly progress meetings with NJSDA staff and shall participate in discussions with NJSDA Board and Audit Committee Members at the monthly meetings of either the NJSDA Audit Committee or full NJSDA Board, at NJSDA's option.

Members of the Authority  
 Human Resources Consulting Services Award  
 Package No. GP-0268-R02  
 February 5, 2020  
 Page 2 of 4

### PROCUREMENT PROCESS

This procurement was advertised beginning on November 19, 2019 on the NJSDA website, on the New Jersey State website, in the New Jersey Law Journal, and in selected newspapers for interested firms to participate in the bidding process. Outreach was also performed via e-mail.

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

Responsive proposals were received from four firms by January 8, 2020. Technical Proposals were evaluated by the Selection Committee. Evaluations were based upon the information provided by the firms in response to the Request for Proposals (“RFP”) for this project. The three Committee members independently evaluated the Technical Proposals based on the following criteria:

- Qualifications and Experience of Firm (Case Studies);
- Key Team Members’ Experience and Qualifications;
- Approach to Providing the Required Services; and
- Approach to Control of Schedule.

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

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

Weighting factors were applied to each of the Selection Committee member’s raw scores for each criterion to arrive at a total weighted score as indicated in Table 1 below:

**TABLE 1**

<b>Criteria</b>	<b>Weighting Factor (Applied to Raw Score)</b>	<b>Maximum Weighted Points</b>
Qualifications and Experience of Firm (Case Studies)	2.0	20
Key Team Members’ Experience and Qualifications	3.0	30
Approach to Providing the Required Services	3.5	35
Approach to Control of Schedule	1.5	15
<b>Total Possible Points</b>		<b>100</b>

All of the scores awarded by the Selection Committee members to a particular firm’s Technical Proposal were added together and averaged to arrive at a Technical Proposal Score for each firm. The maximum Technical Proposal Score is 100. The responsive firms, their scores and rankings are listed in Table 2 below:

Members of the Authority  
 Human Resources Consulting Services Award  
 Package No. GP-0268-R02  
 February 5, 2020  
 Page 3 of 4

**TABLE 2**

<b>Firm</b>	<b>Technical Proposal Score</b>	<b>Technical Proposal Rank</b>
Cowden Associates, Inc.	85.000	1
JER HR Group	80.000	2
Arthur J. Gallagher & Co.	77.567	3
Dilworth Paxson LLP	62.583	4

The RFP stipulated that a shortlist of the three highest-ranked firms would be determined based on the Technical Proposal Scores. The shortlisted firms participated in interviews with the Selection Committee on January 23, 2020. The interviews allowed the firms to expand and detail their experience with respect to NJSDA requirements. The Selection Committee interviewed each of the shortlisted firms and evaluated each firm on Interview Criteria and Weighting Factors that were the same as those used in the evaluation of the Technical Proposals, as detailed above.

All of the Interview Scores awarded to a particular firm by the Selection Committee members were added together and averaged to arrive at an Interview Score for each firm. The maximum Interview Score is 100. The shortlisted firms, their scores and rankings are listed in Table 3 below:

**TABLE 3**

<b>Firm</b>	<b>Interview Score</b>	<b>Interview Rank</b>
Cowden Associates, Inc.	90.683	1
JER HR Group	84.333	2
Arthur J. Gallagher & Co.	82.917	3

The Interview Score for each shortlisted firm was added to the Technical Proposal Score for each such firm, and the two scores were averaged to arrive at a Final Combined Score for each shortlisted firm. The maximum Final Combined Score is 100. The Final Combined Scores and Final Rankings are listed in Table 4 below:

**TABLE 4**

<b>Firm</b>	<b>Final Combined Score</b>	<b>Final Rank</b>
Cowden Associates, Inc.	87.842	1
JER HR Group	82.167	2
Arthur J. Gallagher & Co.	80.242	3

The Fee Proposals, which had been kept separate and sealed, were then opened on January 23, 2020. The fee schedule required that firms provide proposed fees for the required services. The results of the NJSDA's review of the Fee Proposals are listed in Table 5 below:

Members of the Authority  
 Human Resources Consulting Services Award  
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 February 5, 2020  
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TABLE 5

<b>Firm</b>	<b>Job Descriptions, Functional Responsibilities &amp; Compensation Levels</b>	<b>Operational Efficiency Evaluation</b>	<b>Other Fees</b>	<b>Total Compensation</b>
Arthur J. Gallagher & Co.	\$66,325	\$27,875	Included	\$94,200
Cowden Associates, Inc.	\$48,000	\$29,250	\$17,500	\$94,750
JER HR Group	\$77,737	\$15,910	\$11,100	\$104,747

After reviewing and analyzing all Fee Proposals, NJSDA staff initiated discussions with the number one ranked firm, Cowden Associates, Inc. ("Cowden"), in order to ensure the firm's Fee Proposal was inclusive of all elements of the Scope of Services. A conference was conducted on January 24, 2020 with Cowden and staff from Procurement, Office of the CFO, and Program Development to review Cowden's proposed fees. At the time of the review, Cowden confirmed that its Fee Proposal is inclusive of the entirety of the Scope of Services. After taking into account all of the Fee Proposals, NJSDA staff determined that the Total Compensation proposed by Cowden is fair and reasonable for the Scope of Services included in the RFP.

#### RECOMMENDATION

The Members of the Authority are requested to approve the award of a contract to the highest-ranked firm, Cowden Associates, Inc., for the total lump sum amount of \$94,750 for Human Resources Consulting Services.

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

/s/ Robert Nixon  
 Robert Nixon  
 Chairman, NJSDA Board of Directors

***Resolution—6a.***

Approval of Award  
Package No. GP-0268-R02  
Human Resources Consulting Services

**Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) requires that the Members of the Authority authorize and approve the award of contracts for consultant services exceeding \$100,000; and

**WHEREAS**, Article IV. Section 4.4 of the SDA Audit Committee Charter (Charter) provides that the Chairperson of the Authority “shall submit such recommendations considered proper concerning the business, duties and affairs of the Authority”; and

**WHEREAS**, pursuant to Article VI. (v) of the Charter, among the responsibilities of the Audit Committee is oversight of the Authority’s “personnel and compensation policies.”; and

**WHEREAS**, Article II. B. of the Charter governing the SDA Audit Committee provides that the Audit Committee has the authority to “retain compensation consultants to advise the Audit Committee...”; and

**WHEREAS**, after consultation with the Governor and the Members of the Authority, at the August 7, 2019 meeting of the SDA Board, the Chairman of the Authority who also serves as the Chairman of the Audit Committee, recommended to the full Board that SDA engage the services of a human resources consultant (Consultant) to review and formulate improvements to the SDA’s human resources function; and

**WHEREAS**, the range of services to be provided by the Consultant are described in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, on November 19, 2019, the SDA commenced a procurement for Consultant services; and

**WHEREAS**, a selection committee comprised of three Members of the SDA Board conducted the procurement for Consultant services through evaluation of responsive bid proposals and interviews; and

**WHEREAS**, upon completion of the procurement process, the Board Member Committee recommends the award of a contract to the highest ranked firm, Cowden Associates, Inc., in the total lump sum amount of \$94,750 to provide the SDA with human resources consultant services; and

**WHEREAS**, the relevant background, an overview of the services to be provided by the Consultant, a detailed description of the procurement process followed and the Committee's recommendation for the contract award are set forth in the memorandum presented to the Board on this date and incorporated herein; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the award of a contract to the highest-ranked firm, Cowden Associates, Inc., in the total lump sum amount of \$94,750 for Human Resources Consulting Services (Package No. GP-0268-R02), as described in the memorandum presented to the Board on this date and incorporated herein.

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

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

Attachment: Memorandum — Human Resources Consulting Services (Package No. GP-0268-R02), dated February 5, 2020

Dated: February 5, 2020

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

**CREDIT CHANGE ORDER NO. 1 - TCI CONSTRUCTION & MANAGEMENT, INC.**



STATE OF NEW JERSEY

# SCHOOLS DEVELOPMENT AUTHORITY

## MEMORANDUM

TO: Members of the Authority

FROM: Bob Ryan  
Program Director, Construction Operations

DATE: February 5, 2020

SUBJECT: Paterson – New Roberto Clemente Community School  
De-Obligation of Unused Contract Funds

---

COMPANY NAME:	TCI Construction & Management, Inc.
DISTRICT:	Paterson School District
CONTRACT NO.:	EP-0071-C01
PMF/CM:	NJSDA Self-Managed
SCHOOL NAME:	Paterson – New Roberto Clemente Elementary School
ORIGINAL	
CONTRACT VALUE:	\$1,755,475.00 (Not-to-Exceed)
CHANGE ORDER NO.:	1
REASON:	De-Obligation of Unused Contract Funds
AMOUNT:	(\$531,593.54)
CONTRACT STATUS:	69.7% Paid to Date against the Current Contract Value
CERTIFICATE OF	
APPROVAL:	July 31, 2019

### INTRODUCTION

I am writing to recommend approval by the Members of the Authority of Change Order No. 1 to TCI Construction & Management, Inc., (TCI) in the credit amount of \$531,593.54. The dollar value of the credit is the remaining unused balance of Contract No. EP-0071-C01. A Credit Change Order is the accounting mechanism by which the NJSDA de-obligates unused contract funds.

Execution of this change order is necessary for the release of final payment and to advance contract closeout, as well as closeout activities for the Paterson New Roberto Clemente Elementary School project.

In accordance with the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, a Credit Change Order which singularly exceeds \$500,000 or 10% of the Contract value requires approval by the Members of the Authority. This credit change order exceeds \$500,000 and 10% of the contract value.

Paterson – New Roberto Clemente Community School  
TCI Construction & Management, Inc. (EP-0071-C01)  
Change Order No. 1 - De-Obligation of Unused Contract Funds  
February 5, 2020  
Page 2 of 3

## BACKGROUND

The New Roberto Clemente Community School is a 109,000 square feet facility educating 682 students in grades six through eight in the Paterson Public School District.

On June 7, 2017, the Members approved the following actions necessary to address power supply fluctuations and to perform other repairs at the New Roberto Clemente Elementary School:

1. The release of funds from the NJSDA Program Reserve, maintained for emergent projects;
2. The award of a construction contract to TCI in the Not-To-Exceed (N.T.E.) amount of \$1,755,475; and
3. The Final Charter representing the project budget inclusive of N.T.E. dollar values for the award for construction, appropriate contingency, allowances, NJSDA staff costs, other costs, and prior allocation of funds for design services.

The N.T.E. value of the contract with TCI represented the most comprehensive potential scope of work to address the condition, including upgrades to the facility's transformer and related electrical components. In order to determine the actual scope and extent of necessary corrective work, the NJSDA required that TCI first perform an investigation of the facility's electrical power supply, electro-mechanical equipment deficiencies and other relevant systems, and present to the NJSDA its findings and possible options to address the identified emergent conditions and implement the recommended repairs.

TCI's investigation, followed by NJSDA review, resulted in a determination of an appropriate scope that was less extensive than the potential represented by the NTE value. All work, inclusive of punch-list work, was completed and a Certificate of Approval was issued on July 31, 2019.

## REASON FOR CHANGE

This contract was issued on a time and material basis with a N.T.E value of \$1,755,475.00 that represented the most comprehensive potential scope of work in order to address the emergent conditions at the New Paterson Roberto Clemente Community School. TCI performed required investigative services in order to enable the NJSDA to determine the actual appropriate scope required to address the conditions, which resulted in a scope of work less extensive than what had been included in the N.T.E. value. The investigation identified that it was unnecessary to perform upgrades to the facility's transformer and related electrical components, potential scope that was previously identified as part of the most extensive solution to address power voltage supply fluctuations.

Change Order No. 1, in the credit amount of \$531,593.54, represents unused contract funds. Processing Change Order No. 1 is necessary in order to close out the contract.

Paterson – New Roberto Clemente Community School  
 TCI Construction & Management, Inc. (EP-0071-C01)  
 Change Order No. 1 - De-Obligation of Unused Contract Funds  
 February 5, 2020  
 Page 3 of 3

### SUMMARY OF CHANGE

Change Order No. 1 is to credit the unused balance of funds remaining in the contract that are not required.

The cost breakdown is as follows:

Construction (Base Contract – Basic Services)	\$ 1,755,475.00
Expenditure to Date	\$ 1,223,881.46
Remaining Unused Contract Funds	\$ 531,593.54

All documents supporting this change order have been reviewed by the associated NJSDA project Team Members and the Program Director for adherence to current NJSDA policy and procedures. All reviewing NJSDA staff members, including Financial Operations, have determined that the items in Change Order No. 1 are justified and the amount is reasonable and appropriate.

### CALCULATIONS

a. Original Contract Amount	\$ 1,755,475.00
b. Change Orders to Date (excluding proposed change order)	\$ 0.00
c. Proposed Credit Change Order Amount	(\$ 531,593.54)
d. Total Change Order to Date including this Change Order (Total of Line (b.) and Line (c.))	(\$ 531,593.54)
e. Percentage Change to Original Contract (Line (d.) represents a percent of Line (a.))	(30.28%)
f. Proposed Adjusted Contract Price (Line (a.) plus Line (d.))	\$ 1,223,881.46

### RECOMMENDATION

The Members of the Authority are requested to approve Change Order No. 1 in the credit amount of \$531,593.54. The NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, requires approval by the Members of the Authority for a credit change order that exceeds \$500,000 or 10% of the Contract value. This credit change order exceeds \$500,000 and 10% of the contract value.

/s/ Bob Ryan

Bob Ryan, Program Director, Construction Operations

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

Reviewed and Recommended by: Nicole Burnett, Deputy Director, Construction Operations

Reviewed and Recommended by: Jorge Alfonso, Senior Program Officer, Construction Operations

Reviewed and Recommended by: Robert Carney, Director, Financial Operations

Prepared and Recommended by: Gabriel Salas, Program Officer, Construction Operations

**Resolution—7a.**De-Obligation of Unused Contract Balance – Credit Change Order  
TCI Construction & Management, Inc.

COMPANY NAME:	TCI Construction & Management, Inc.
DISTRICT:	Paterson Public School District
CONTRACT NO.:	EP-0071-C01
PMF/CM:	NJSDA Self-Managed
SCHOOL NAME:	Paterson – New Roberto Clemente Elementary School
ORIGINAL	
CONTRACT VALUE:	\$1,755,475.00 (Not-to-Exceed)
CHANGE ORDER NO.:	1
REASON:	De-Obligation of Unused Contract Funds
AMOUNT:	(\$531,593.54)
CONTRACT STATUS:	69.7% Paid to Date against the Current Contract Value
CERTIFICATE OF	
APPROVAL:	July 31, 2019

**Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) requires that a credit change order that singularly exceeds \$500,000, or exceeds 10% of the contract value requires approval by the Members of the Authority; and

**WHEREAS**, a credit change order is the accounting mechanism whereby the SDA de-obligates a contract's unused funds such as where unused professional services result in the same; and

**WHEREAS**, the New Roberto Clemente Community School (School) is a 109,000 square feet facility educating 682 students in grades six through eight in the Paterson Public School District; and

**WHEREAS**, on June 7, 2017, the Board approved the award of a construction contract to TCI Construction & Management, Inc. (TCI) in the not-to-exceed (NTE) amount of \$1,755,475 to address power supply fluctuations and other repairs at the School: and

**WHEREAS**, the Board further approved the release of funds from the SDA program reserve for such purpose and the final charter representing the project budget inclusive of NTE dollar values for the award for construction, appropriate contingency, allowances, SDA staff costs, other costs, and prior allocation of funds for design services; and

**WHEREAS**, the contract with TCI was issued on a time and material basis with a NTE value of \$1,755,475.00, representing the most comprehensive potential scope of work in order to address the emergent conditions at the School; and

**WHEREAS**, a subsequent investigation performed by TCI enabled SDA to determine the actual appropriate scope required to address the conditions, which resulted in a scope of work less extensive than what had been included in the NTE value; and

**WHEREAS**, management recommends approval by the Members of the Authority of Change Order No. 1 to TCI representing the dollar value of the credit in the amount of \$531,593.54 which is the remaining unused balance of Contract No. EP-0071-C01; and

**WHEREAS**, execution of this change order is necessary for the release of final payment and to advance contract closeout, as well as closeout activities for the School project; and

**WHEREAS**, the project background, a summary of the change and the reason for the change are described in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, this credit change order exceeds 10% of the contract value and \$500,000 and thus approval by the Members of the Authority is required; and

**WHEREAS**, all documents supporting this change order have been reviewed by the associated SDA project team members and the program director for adherence to current SDA policy and procedures and all reviewing SDA staff members have determined that the items in Change Order No. 1 are justified and the amount is reasonable and appropriate.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the change order in the credit amount of \$531,593.54, for TCI Construction & Management, Inc. (Contract No. EP-0071-C01) to de-obligate unused contract funds associated with the New Roberto Clemente Elementary School project in the Paterson Public School District consistent with the memorandum presented to the Board on this date and incorporated herein.

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

Attached: Memorandum, Credit Change Order 1, De-Obligation of Unused Contract Funds  
TCI Construction & Management, Inc., Paterson Public School District, New Roberto  
Clemente Elementary School, dated February 5, 2020

Dated: February 5, 2020

**DESIGN-BUILD AWARD AND APPROVAL OF FINAL PROJECT CHARTER -  
PLAINFIELD PUBLIC SCHOOL DISTRICT - WOODLAND NEW ELEMENTARY  
SCHOOL - ET-0100-B01**



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

## MEMORANDUM

TO: Members of the Authority

FROM: Sean Murphy  
Director, Procurement

Joseph Lucarelli  
Program Director, Construction Operations

RE: District: Plainfield Public School District  
School: Woodland New Elementary School  
Description: Design-Build  
Package No.: ET-0100-B01  
CCE: \$47,200,000  
Advertised CCE Range: \$45,000,000 to \$50,000,000  
Award: \$45,335,000  
CM: TBD

DATE: February 5, 2020

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

### INTRODUCTION

We are writing to recommend approval by the Members of the Authority of the award of a contract in the amount of \$45,335,000 to Epic Management, Inc.<sup>1</sup> for Design-Build services for the New Woodland Elementary School in the Plainfield Public School District.

The Design-Build Team will complete the design of the New Woodland Elementary School facility utilizing NJSDA-developed schematic design documents and will also provide construction and construction administration services, including securing of all required permits and approvals, for construction of a new elementary school for grades Kindergarten through 5. The form of contract for this engagement is a Design-Build contract with the general contractor as the lead and with relevant trades and design disciplines serving in sub-contractor and sub-consultant roles.

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

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<sup>1</sup> Epic Management, Inc. listed the following subcontractors for the required trades in its Price Proposal: The Barham Group, LLC (HVACR), BW Electrical Services, LLC (Electrical), Barham Mechanical Group, LLC (Plumbing), and Sparta Steel Corporation (Structural Steel & Ornamental Iron). Epic Management, Inc. also listed a design consultant team lead by DMR Architects, PC (Architecture), and includes Greenman-Pedersen, Inc. (HVAC Engineering, Electrical Engineering and Plumbing Engineering), Bohler Engineering NJ, LLC (Civil Engineering), Harrison-Hamnett, P.C. (Structural Engineering), and First Environment, Inc. (Environmental Engineering).

Members of the Authority  
Design-Build Award and Approval of Final Project Charter  
Package No. ET-0100-B01  
Woodland New Elementary School  
February 5, 2020  
Page 2 of 7

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

## BACKGROUND

The New Woodland Elementary School project will consist of the construction of an approximately 120,000 SF building to educate 756 students in grades Kindergarten through 5.

On April 4, 2018, the Members of the Authority approved the Revised Preliminary Project Charter, thereby approving the demolition of the then-existing Woodland Elementary School and construction of a new elementary school facility and related site development work utilizing in-house design and a Design-Build delivery method. The new school will serve to replace the Woodland and Cook Elementary Schools, neither of which satisfied NJDOE Facilities Efficiency Standards.

A Construction Management Firm will be engaged to manage the construction of the New Woodland Elementary School. Advertisement for the procurement of these services will initiate during the first quarter of 2020.

## PROCUREMENT PROCESS

This package was advertised as a design-build solicitation beginning on August 29, 2019 on the NJSDA website, NJ State website, and in selected newspapers for interested firms to participate in the bidding process. For this procurement, "Price" was weighted as more important than all "Other Factors," with price equaling 60% of the overall weight, and all non-price factors having a combined weight of 40%.

Interested bidders were required to attend a mandatory pre-bid conference and site visit held on September 13, 2019.

In accordance with regulations, the NJSDA employed a two-step process for this procurement. The first step required interested bidders to submit a Project Rating Proposal, which was used by the NJSDA to determine each bidder's Project Rating Limit, or maximum amount that a bidder may bid, for the project. Project Rating Proposals were received by September 27, 2019. Bidders were evaluated based on the largest of four projects completed in the past ten years, safety records as well as reference checks. Based on evaluation of the information submitted, seven (7) bidders received a Project Rating Limit.

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

Members of the Authority  
 Design-Build Award and Approval of Final Project Charter  
 Package No. ET-0100-B01  
 Woodland New Elementary School  
 February 5, 2020  
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**TABLE 1**

<b>Firm</b>	<b>Project Rating Limit</b>
Brockwell & Carrington Contractors, Inc.	\$ 68,266,279
Dobco, Inc.	\$165,053,800
Epic Management, Inc.	\$254,540,000
Ernest Bock & Sons, Inc.	\$160,454,097
Hall Construction Company, Inc.	\$153,723,281
Intercontinental Construction Contracting, Inc.	\$ 35,090,000
Terminal Construction Corporation	\$201,763,926

The second step of the process required the bidders to simultaneously submit a Technical Proposal and a sealed Price Proposal. In advance of submission of Technical and Price Proposals, Bidders were permitted to submit questions seeking clarification of the procurement documents, until October 16, 2019. Addenda responses to Bidder Questions were issued to the bidders on October 18, October 30, November 7, November 15, November 22 and December 5, 2019.

Technical and Price Proposals were received on December 17, 2019 from four (4) bidders. As described in the RFP, the Technical Proposal submission consists of two separate portions for evaluation by two distinct committees as follows:

1. The “Experience Criteria” portion of the Technical Proposal submission was evaluated by an Evaluation Committee comprised of three (3) NJSDA staff members. The Evaluation Committee was responsible for collectively evaluating the “Experience Criteria” on a non-numeric basis and determining, on a consensus basis, whether a bidder had demonstrated sufficient experience in the following “Experience Criteria” categories:
  - Design-Builder’s Experience on Similarly Sophisticated Projects
  - Design-Builder’s Design Consultant’s Experience on Similarly Sophisticated Projects
  - Design-Builder’s Demonstrated Prior Affirmative Action Experience
  
2. The “Project Approach Criteria” portion of the Technical Proposal submission was evaluated by a Selection Committee, comprised of five (5) NJSDA staff members and one (1) alternate, and one (1) Plainfield School District representative. The Selection Committee was responsible for independently evaluating and scoring each bidder in each of the following “Project Approach Criteria” categories:
  - Design-Builder’s Overall Approach to the Project
  - Identification and Qualifications of Required Key Team Members
  - Design-Builder’s Approach to Schedule
  - Design-Builder’s Approach to LEED Requirements

Members of the Authority  
 Design-Build Award and Approval of Final Project Charter  
 Package No. ET-0100-B01  
 Woodland New Elementary School  
 February 5, 2020  
 Page 4 of 7

### ***“Evaluation Committee” Review***

The Evaluation Committee determined that each of the bidders demonstrated sufficient experience in the “Experience Criteria” categories to be considered for award.

### ***“Selection Committee” Review***

The Selection Committee members conducted interviews with each of the four (4) Design-Build teams at NJSDA offices in Trenton on January 8, 2020 affording committee members an opportunity to obtain any additional information from each bidder team as needed to complete their evaluations of the “Project Approach Criteria” portion of the Technical Proposal.

Each Selection Committee member evaluated the “Project Approach Criteria” portion of each Technical Proposal, assigning a raw score for each category on a scale of 0 to 10 as follows:

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

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

**TABLE 2**

<b>Project Approach Criteria Evaluation Category</b>	<b>Weighting Factor (Applied to Raw Score)</b>	<b>Maximum Weighted Points</b>
Design-Builder’s Overall Approach to the Project	3.5	35
Identification and Qualifications of Required Key Team Members	3.0	30
Design-Builder’s Approach to Schedule	2.0	20
Design-Builder’s Approach to LEED Requirements	1.5	15
<b>Total Possible Points</b>		<b>100</b>

For each Technical Proposal, the individual “Project Approach Criteria” category scores awarded by a particular Selection Committee member were added together to calculate a total Non-Price Score for that Technical Proposal. The maximum total Non-Price Score is 100. All of the total Non-Price Scores awarded to a Technical Proposal by the Selection Committee members were added together and averaged to arrive at a final Non-Price Score for each Technical Proposal.

Members of the Authority  
 Design-Build Award and Approval of Final Project Charter  
 Package No. ET-0100-B01  
 Woodland New Elementary School  
 February 5, 2020  
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The results of the Selection Committee's review of the "Project Approach Criteria" portion of each Technical Proposal are listed in Table 3 below:

**TABLE 3**

<b>Contractor</b>	<b>Non-Price Score</b>	<b>Non-Price Rank</b>
Hall Construction Company, Inc.	72.417	1
Epic Management, Inc.	66.417	2
Ernest Bock & Sons, Inc.	62.500	3
Dobco, Inc.	52.167	4

### ***Sealed Price Proposals***

Once all the Technical Proposals were scored pursuant to the "Project Approach Criteria", the sealed Price Proposals were publicly opened on January 9, 2020 in accordance with the RFP and the bids were read aloud as required by law.

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

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

**TABLE 4**

<b>Contractor</b>	<b>Bid Amount</b>	<b>Price Score</b>	<b>Price Rank</b>
Dobco, Inc.	\$43,000,000	100.000	1
Epic Management, Inc.	\$45,335,000	94.570	2
Ernest Bock & Sons, Inc.	\$45,685,000	93.756	3
Hall Construction Company, Inc.	\$49,900,000	83.953	4

As stipulated in the RFP, each Bid Amount is inclusive of NJSDA-established Allowances totaling \$1,400,000, as follows: \$500,000 for General Design and Construction; \$300,000 for Subsurface Conditions; \$250,000 for Fire Pump; \$100,000 for Emergency Responder Radio System; \$100,000 for Water Meter placement outside rather than within the building; \$100,000 for potential design and construction modifications to address Flood Hazard Area requirements; and \$50,000 for Domestic Water Conditioning Equipment.

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### ***Final Combined Scores and Final Rankings***

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

**TABLE 5**

<b>Contractor</b>	<b>Raw Non-Price Score</b>	<b>Raw Price Score</b>	<b>Weighted Non-Price Score (40%)</b>	<b>Weighted Price Score (60%)</b>	<b>Final Combined Score</b>	<b>Final Rank</b>
Epic Management, Inc.	66.417	94.570	26.567	56.742	83.309	1
Ernest Bock & Sons, Inc.	62.500	93.756	25.000	56.253	81.253	2
Dobco, Inc.	52.167	100.000	20.867	60.000	80.867	3
Hall Construction Co., Inc.	72.417	83.953	28.967	50.372	79.339	4

The highest ranked bidder was Epic Management, Inc. (“Epic”).

### ***Highest Ranked Bidder’s Price Proposal***

The bid submitted by Epic was less than the CCE but was within the advertised CCE Range. Overall Epic’s bid was less than 4% below the NJSDA CCE. In order to understand the differential between the CCE and the bid price and to ensure the contractor’s price proposal was inclusive of all scope elements, a meeting was conducted on January 17, 2020 with Epic and staff from Procurement, Construction Operations, Program Operations, Design Studio and Financial Operations to review the bid. The discussion verified that Epic had included all project scope work in its bid and identified variances between the NJSDA’s CCE and Epic’s price proposal. The review of the bid with Epic clarified that costs for certain scope elements such as excavation, building shell and interior construction were placed in different categories than those utilized by the NJSDA but were nonetheless complete. We also confirmed completeness of the bid with regard to a variance in site costs.

The Construction Operations Director and the Financial Operations Director recommend award of the project to Epic Management, Inc.

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Design-Build Award and Approval of Final Project Charter  
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Woodland New Elementary School  
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## FINAL PROJECT CHARTER

The attached Final Project Budget represents the project budget inclusive of actual dollar values for the award of the Design-Build contract, current estimates for all future scope elements such as FF&E and technology, and appropriate contingencies. Additionally, the budget is inclusive of costs incurred related to site investigation and demolition of the existing Woodland School, as well as NJSDA Staff costs for both Design and Project Management. The Final Project Charter budget of \$59.4 million represents a net decrease of approximately \$2.46 million from the Board-approved Revised Preliminary Project Charter due to reduced design-builder costs resulting from the elimination of unused design contingency included within the Revised Preliminary Project Charter.

## RECOMMENDATION

The Members of the Authority are requested to approve the award of a contract to the highest ranked bidder, Epic Management, Inc., for Contract No. ET-0100-B01 in the amount of \$45,335,000 inclusive of NJSDA-established Allowances totaling \$1,400,000. Prior to execution of the contract, the contract and related documentation will be reviewed and approved by the NJSDA Division of Chief Counsel.

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

/s/ Sean Murphy

Sean Murphy, Director, Procurement

/s/ Joseph Lucarelli

Joseph Lucarelli, Program Director, Construction Operations

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

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

Reviewed and Recommended by: Donald Guarriello, Vice President and Chief Financial Officer

Reviewed and Recommended by: Gregory Voronov, Managing Director, Planning and Program Operations

Reviewed and Recommended by: Robert Carney, Director, Financial Operations

## New Jersey Schools Development Authority Project Charter - Summary

**Charter Date**

02/05/20

**Supersedes  
Charter Dated**

04/04/18

**Region:** Northern  
**District:** Plainfield  
**Project Name:** New Woodland Elementary School  
**School Type:** Elementary School  
**DOE # / Project #:** 4160-N07-17-0AEP  
**Project Type (New/Add/Reno):** New  
**Project Location:** Central Street Plainfield, NJ  
**Number of Students:** 756 (FES) 840 (Maximum)

**Land Acquisition Required?**  Yes  No

**Temporary Space Required?**  Yes  No

**Funding Source**

2012 Capital Plan

**Project Budget:** \$ 59,440,000

**Funding Allocated**

\$59,440,000

**Anticipated Substantial Completion Date** 07/14/22

**Anticipated School Occupancy Date** Sep-22

**Project Team Leader:** Joseph Lucarelli / Ritchard Sherman

**District Local Share**

\$0.00

**Project Initiation Date:** Sep-16

**SDA Board - Project Charter Approval Date:** 04/04/18

Charter Version and Date		Project Summary
<input type="checkbox"/> Planning		New Elementary School facility on District owned site to educate 756 students in grades K-5. Project scope includes the completed demolition of the former Woodland ES.
<input type="checkbox"/> Preliminary	04/04/18	
<input checked="" type="checkbox"/> Final	02/05/20	
		<b>Purpose for Advancement of Current/Revised Project Charter</b>
<b>Revision # and Date</b>		Approval of the Final Project Charter inclusive of final budget and schedule for the project based upon the award of the Design-Build contract.
<input type="checkbox"/> One		
<input type="checkbox"/> Two		<b>District Project Goals</b>
<input type="checkbox"/> Three		
<input type="checkbox"/> Four		
<input type="checkbox"/> Five		
<input type="checkbox"/> Six		
<input type="checkbox"/> Six		

**Recommendation**

Program Director - Program Operations \_\_\_\_\_ Date  
 Joseph Lucarelli \_\_\_\_\_

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

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

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

**Approval**

Chief Executive Officer \_\_\_\_\_ Date  
 Manuel Da Silva \_\_\_\_\_

7

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

<b>Charter Date</b>
02/05/20

<b>District / Project Name:</b>	Plainfield / New Woodland Elementary School
<b>DOE # / Project #:</b>	4160-N07-17-0AEP

<b>Project Milestones</b>	<b>Date</b>
<b>School Occupancy Date</b>	Sep-22

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

<u>Real Estate Services</u>	Start	Est.	Act.	Finish	Est.	Act.																												
Feasibility	05/01/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>	07/21/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>																												
Site Investigations	10/01/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>	08/10/19	<input type="checkbox"/>	<input checked="" type="checkbox"/>																												
Site Acquisition	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>																												
Relocation	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>																												
ESP - Existing School Demolition	08/29/18	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06/10/19	<input checked="" type="checkbox"/>	<input type="checkbox"/>																												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>Deed Restriction Required?</b></td> <td style="width: 20%; text-align: center;">TBD</td> <td style="width: 10%;"><b>Date</b></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td><b>District Notified?</b></td> <td style="border-bottom: 1px solid black;"></td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td><b>Classification Exception Area?</b></td> <td style="text-align: center;">TBD</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>District Notified?</b></td> <td style="border-bottom: 1px solid black;"></td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>							<b>Deed Restriction Required?</b>	TBD	<b>Date</b>					<b>District Notified?</b>			<input type="checkbox"/>	<input type="checkbox"/>			<b>Classification Exception Area?</b>	TBD						<b>District Notified?</b>			<input type="checkbox"/>	<input type="checkbox"/>		
<b>Deed Restriction Required?</b>	TBD	<b>Date</b>																																
<b>District Notified?</b>			<input type="checkbox"/>	<input type="checkbox"/>																														
<b>Classification Exception Area?</b>	TBD																																	
<b>District Notified?</b>			<input type="checkbox"/>	<input type="checkbox"/>																														

**Special Considerations**

The project scope has been resequenced due to flood plain considerations related to the project site. The sequence of activities has been modified from that anticipated at the time the Preliminary Project Charter was approved in September 2016 such that demolition of the existing Woodland School must advance prior to construction of the new school.

<u>Design:</u>	Date	Est.	Act.	Start	Est.	Act.	Finish	Est.	Act.
Design Start (NTP)	09/07/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
Design Restart (if applicable)	NA	<input type="checkbox"/>	<input type="checkbox"/>						
Program Concept Phase	09/07/16	<input type="checkbox"/>	<input checked="" type="checkbox"/>	02/02/17	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Schematic Design	02/03/17	<input type="checkbox"/>	<input checked="" type="checkbox"/>	07/09/19	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Bridging Documents	11/27/18	<input type="checkbox"/>	<input checked="" type="checkbox"/>	08/28/19	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Design-Build Bid/Award	08/29/19	<input type="checkbox"/>	<input checked="" type="checkbox"/>	02/05/20	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Design-Build NTP	02/06/20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	03/16/20	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final Design	03/17/20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	12/24/20	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Special Considerations**

<u>Construction:</u>	Date	Est.	Act.
Construction Start (NTP)	12/28/20	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Substantial Completion (TCO)	07/14/22	<input checked="" type="checkbox"/>	<input type="checkbox"/>
School Occupancy Date	Sep-22	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Title Transfer	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final Completion (C of O)	10/10/22	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Post Occupancy Walk Through	06/08/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Project Close-Out	08/18/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Special Considerations**

The above schedule information is based upon the NJSDA's schedule for project completion consistent with the contract requirements for the design-build engagement. Adjustments to the Charter schedule may be made after review and approval of the design-builder awardee's proposed project schedule.

<b>New Jersey Schools Development Authority Project Charter - Project Budget</b>		<b>Charter Date</b>
		02/05/20
<b>District / Project Name:</b> Plainfield / New Woodland Elementary School		
<b>DOE # / Project #:</b> 4160-N07-17-0AEP		
<b>2012 Capital Plan Funding Allocation</b>	<b>\$</b>	<b>59,440,000</b>
<b>Special Considerations:</b>		
<p>The project budget is based upon the award amount for the Design-Build engagement, current estimates for all project scope elements and estimated costs for future scope elements. The award amount is inclusive of NJSDA-established Allowances totaling \$1,400,000, as follows: \$500,000 for General Design and Construction; \$300,000 for Subsurface Conditions; \$250,000 for Fire Pump; \$100,000 for Emergency Responder Radio System; \$100,000 for Water Meter placement outside rather than within the building; \$100,000 for potential design &amp; construction modifications to address Flood Hazard Area requirements; and \$50,000 for Domestic Water Conditioning Equipment.</p>		
<b>Project Budget:</b>		
<b>Gross Building Area (GSF):</b>		<b>Grossing Factor:</b>
New	120,000	1.51
Addition	0	
Renovation	0	
<b>Total Gross Building Area (GSF):</b>		
	120,000	
<b>Estimated Building Cost / GSF</b>		
New Construction Cost/GSF	\$312.00	
Renovation Cost/GSF		
<b>Design-Builder Costs</b>		
Design	\$2,935,000	
Building Costs	\$36,825,000	
Site Development Costs	\$4,175,000	
Allowances	\$1,400,000	
E-Rate (If separately bid)	\$0	
Cost Escalation months at 5 % per year	\$0	
Design Contingency	\$0	
Construction Contingency	\$2,200,000	
<b>Total Construction Costs</b>		<b>\$47,535,000</b>
<b>Pre-Development Costs:</b>		
Consultant Services	\$1,200,000	
Woodland School Demolition & Site Work	\$1,100,000	
Land Acquisition	\$0	
Relocation	\$0	
Property Maintenance/Carry Costs	\$0	
<b>Total Pre-Development Costs</b>		<b>\$2,300,000</b>
<b>Other Costs: %</b>		
Design		
In-House Design	\$760,000	
Project Management (SDA Staff)	\$1,400,000	
PMF/CM	\$1,700,000	
FF&E	\$2,100,000	
Technology	\$2,100,000	
Commissioning	(Included in DB Scope)	
Temporary Space	\$725,000	
Other Costs	\$820,000	
<b>Total Other Costs</b>		<b>\$9,605,000</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>\$59,440,000</b>
<b>Funding from Prior Allocation</b>		<b>\$0</b>
<b>Funding from 2012 Capital Plan</b>		<b>\$59,440,000</b>

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

**Charter Date**

02/05/20

**District / Project Name:** Plainfield / New Woodland Elementary School  
**DOE # / Project #:** 4160-N07-17-0AEP

**Project Budget:**

	<b>Revised Prelim. Charter 4/4/18</b>	<b>Current Budget</b>	<b>VARIANCE Fav/(Unfav)</b>
Grossing Factor:	1.55	1.51	0.04
Gross Building Area (GSF):			
New	121,000	120,000	1,000
Addition	0	0	0
Renovation	0	0	0
<b>Total Gross Area (GSF):</b>	<b>121,000</b>	<b>120,000</b>	<b>1,000</b>
<b>Design-Builder Costs</b>			
Design	\$2,200,000	\$2,935,000	(\$735,000)
Building Costs	\$37,700,000	\$36,825,000	\$875,000
Site Development Costs	\$3,500,000	\$4,175,000	(\$675,000)
Allowances	\$1,000,000	\$1,400,000	(\$400,000)
E-Rate (If separately bid)	\$0	\$0	\$0
Cost Escalation	\$0	\$0	\$0
Design Contingency	\$3,700,000	\$0	\$3,700,000
Construction Contingency	\$2,200,000	\$2,200,000	\$0
<b>Total Construction Costs</b>	<b>\$50,300,000</b>	<b>\$47,535,000</b>	<b>\$2,765,000</b>
<b>Pre-Development Costs:</b>			
Consultant Services	\$990,000	\$1,200,000	(\$210,000)
Woodland School Demolition & Site Work	\$1,200,000	\$1,100,000	\$100,000
Land Acquisition	\$0	\$0	\$0
Relocation	\$0	\$0	\$0
Property Maintenance/Carry Costs	\$0	\$0	\$0
<b>Total Pre-Development Costs</b>	<b>\$2,190,000</b>	<b>\$2,300,000</b>	<b>(\$110,000)</b>
<b>Other Costs:</b>			
Design			
In-House Design	\$760,000	\$760,000	\$0
Project Management (SDA Staff)	\$1,300,000	\$1,400,000	(\$100,000)
PMF/CM	\$1,600,000	\$1,700,000	(\$100,000)
FF&E	\$2,100,000	\$2,100,000	\$0
Technology	\$2,100,000	\$2,100,000	\$0
Commissioning	(Included in DB Scope)	(Included in DB Scope)	\$0
Temporary Space	\$725,000	\$725,000	\$0
Other Costs	\$820,000	\$820,000	\$0
<b>Total Other Costs</b>	<b>\$9,405,000</b>	<b>\$9,605,000</b>	<b>(\$200,000)</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>\$61,895,000</b>	<b>\$59,440,000</b>	<b>\$2,455,000</b>
<b>Funding from Prior Allocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding from 2012 Capital Plan</b>	<b>\$61,895,000</b>	<b>\$59,440,000</b>	<b>\$2,455,000</b>

**Budget Variance Analysis:**

The project budget represents a net decrease of approximately \$2.46 million from the Board approved Revised Preliminary Project Charter due to reduced design-builder costs based upon the award value for the design-build engagement. The budget reduction is the result of the elimination of unused design contingency included in the Revised Preliminary Project Charter approved by the Board in April 2018.

**Schedule Variance Analysis:**

**Resolution—7b.**

## Design-Build Services Award and Approval of Final Project Charter

District:	Plainfield Public Schools
School:	Woodland New Elementary School
Description:	Design-Build
Package No.:	ET-0100-B01
CCE:	\$47,200,000
Advertised CCE Range:	\$45,000,000 to \$50,000,000
Award:	\$45,335,000
CM:	TBD

**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 final project charters; and

**WHEREAS**, the New Woodland Elementary School (New School) project (Project) will consist of the construction of an approximately 120,000 square foot building to educate 756 students in grades Kindergarten through 5; and

**WHEREAS**, on April 4, 2018, the Members of the Authority approved the revised preliminary project charter, thereby approving the demolition of the then-existing Woodland Elementary School and construction of a new elementary school facility and related site development work utilizing in-house design and a design-build delivery method; and

**WHEREAS**, the New School will serve to replace the Woodland and Cook Elementary Schools, neither of which satisfied Department of Education Facilities Efficiency Standards; and

**WHEREAS**, a package for design-build services was advertised beginning August 29, 2019 with “price” weighted as 60% of the overall weight and “all non-price factors” having a combined weight of 40%; and

**WHEREAS**, upon completion of the competitive procurement process, the construction operations directors and the financial operations director recommend award of the contract to the highest ranked bidder, Epic Management, Inc. (Epic), for Contract No. ET-0100-B01 in the amount of \$45,335,000, inclusive of SDA-established allowances totaling \$1,400,000; and

**WHEREAS**, at the time of review, Epic confirmed that its price proposal is inclusive of all scope elements contained in the contract documents; and

**WHEREAS**, along with the contract award, SDA executive management recommends that the Members of the Authority approve the final charter for the Project as presented to the Board on this date and representing all expended and projected funds necessary for completion of the Project; and

**WHEREAS**, the background of the Project, a detailed description of the procurement process followed and the specifics of the final charter recommended for approval are set forth in detail in the memorandum presented to the Board on this date and incorporated herein; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the award of a contract in the amount of \$45,335,000, inclusive of SDA-established allowances totaling \$1,400,000, to the highest ranked bidder, Epic Management, Inc. for the New Woodland Elementary School project in the Plainfield Public School District and the Project's final charter.

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

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

Attached: Memorandum, Design-Build Award and Approval of Final Project Charter, Epic Management, Inc., Woodland New Elementary School (Contract No. ET-0100-B01), Plainfield Public School District, dated February 5, 2020

Dated: February 5, 2020

**REPORT AND RECOMMENDATIONS OF THE REAL ESTATE COMMITTEE  
(CHAIRMAN'S REPORT) - TO BE PROVIDED IN EXECUTIVE SESSION**

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

**ACTIVE PROJECTS STATUS REPORT**



STATE OF NEW JERSEY  
**SCHOOLS DEVELOPMENT AUTHORITY**

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**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director

DATE: February 5, 2020

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 1/21/20

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	School occupied Sep. 2017. (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	School occupied Sep. 2017. (Dobco, Inc.)	6/25/12 2/25/13
Jersey City	Dr. Maya Angelou 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	School occupied Sep. 2017. (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 1/21/20

**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	School occupied Sep. 2017. (Terminal)	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	\$28.4	Design-Bid-Build	Award for D-B approved Nov. 2019 Board. (Niram)	6/24/19
New Brunswick	Robeson ES	PK-5	823	893	\$48.5	Kit of Parts/ Design-Build	School occupied Sep. 2018. (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	School occupied Sep. 2018. (Bock)	6/28/13 6/29/15
Passaic	Dayton Ave. Campus	PK-8	2,760	3,020	\$240.9	Kit of Parts/ Design-Build	Award for D-B approved Nov. 2017 Board. (Terminal)	6/13/17
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.

9



2011 & 2012 Portfolio Projects Activities Summary

as of 1/21/20

2012 Portfolio Projects (Educational Priority that require further conversations with District & 2013 Amended 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*
East Orange	Sheila Y. Oliver Academy (GW Carver ES)	PK-5	470	512	\$41.2	Kit of Parts/ Design-Build	Award for D-B approved Jun. 2017 Board. (Dobco)	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	School occupied Sep. 2017. (Torcon)	6/9/14
Garfield	James Madison ES	K-5	275	305	\$29.7	Existing Design	School occupied Sep. 2018. (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	\$38.6	Kit of Parts/ Design-Build	School occupied Sep. 2019. (Bock)	11/19/15 8/16/16
Millville	Senior HS Addition/Renovation	HS	2,026	2,384	\$137.5	Design-Build	Award for D-B approved Apr. 2017 Board. (Hall Construction)	9/30/16
Passaic	Sonia Sotomayor ES (New ES @ Leonard Place)	K-5	628	698	\$55.9	Kit of Parts/ Design-Build	School occupied Sep. 2019. (Dobco, Inc.)	8/13/15
Paterson	New MS @ Union Ave.	6-8	996	1107	\$113.9	Design-Build	Award for D-B approved Sep. 2018 Board. (Epic Management)	3/2/17 4/26/18
Pemberton	Denbo-Crichton ES	PK-5	846	930	\$58.7	Design-Build	Award for D-B approved Jan. 2018 Board. (Bock)	3/1/17 9/13/17
Perth Amboy	High School	HS	2,800	3,295	\$283.8	Design-Build	Award for D-B approved Nov. 2019 Board. (Terminal)	3/26/19
Perth Amboy	Rose M. Lopez ES (Seaman Avenue ES)	K-5	724	804	\$56.4	Kit of Parts/ Design-Build	School occupied Sep. 2019. (Epic Management).	2/3/16
Plainfield	New Woodland ES	K-5	756	839	\$62.0	Kit of Parts/ Design-Build	Advertisement for D-B 8/29/19. Proposals received 12/17/19. Proposals opening 1/9/20.	5/23/18 8/29/19
Union City	New Grade 7 to 9 School	7-9	756	840	\$64.2	Kit of Parts/ Design-Build	Revised Preliminary Charter approved Dec. 2019 Board.	TBD
Vineland	Lincoln Ave. MS (New MS)	6-8	562	624	\$49.8	Kit of Parts/ Design-Build	School occupied Sep. 2018. (Bock).	9/24/15

\*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 1/21/20

**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	\$132.6	Design-Build	Award for D-B approved Aug. 2018 Board. (Bock)	6/9/17 3/23/18
Hoboken	Demarest ES	ES	TBD	TBD	TBD	Design-Bid-Build	Pre-Design Services ongoing.	TBD
Orange	Cleveland St. ES	PK-6	316	348	\$33.2	Design-Bid-Build	Award for GC approved Mar. 2019 Board. (Brockwell & Carrington)	9/10/18 11/14/18
Orange	High School	9-12	1,440	1,694	\$51.9	Design-Bid-Build	Award for GC approved Mar. 2019 Board. (Terminal)	10/12/18
Trenton	Central HS	10-12	1,850	2,176	\$155.4	Design-Build	School occupied Sep. 2019. (Terminal)	12/19/14 9/29/15

**\*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.



## Active Project Status Report Status as of 1/1/2020

### 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	Camden	New Camden High School	New Construction	Construction	3Q 2021	On-target	Sep-21	On-target	\$ 132,569,255
2	City of Orange	Cleveland Street ES	Addition/Renovation	Constructability Review	3Q 2021	On-target	Sep-21	On-target	\$ 33,243,608
3	City of Orange	Orange High School	Addition/Renovation	Constructability Review	1Q 2022	On-target	Phased	On-target	\$ 51,931,218
4	East Orange	New GW Carver ES	New Construction	Construction	1Q 2020	On-target	Sep-20	On-target	\$ 41,179,670
5	Harrison	New Elementary School	New Construction	Construction	2Q 2020	On-target	Sep-20	On-target	\$ 36,115,640
6	Keansburg	Port Monmouth Road School	Addition/Renovation	Constructability Review	2Q 2022	On-target	Sep-22	On-target	\$ 28,440,130
7	Millville	Millville Senior High School	Addition/Renovation	Construction	3Q 2022	On-target	Phased	On-target	\$ 137,503,832
8	Passaic City	New Dayton Avenue Educational Campus	New Construction	Construction	2Q 2022	On-target	Sep-22	On-target	\$ 240,923,270
9	Paterson	New Union Ave MS	New Construction	Construction	2Q 2021	On-target	Sep-21	On-target	\$ 113,902,274
10	Pemberton	New Denbo ES	New Construction	Construction	1Q 2021	On-target	Sep-20	On-target	\$ 58,703,414
11	Perth Amboy	New High School	New Construction	Design-Build Design Phase	2Q 2024	On-target	Sep-24	On-target	\$ 283,830,000



**Active Project Status Report  
Status as of 1/1/2020**

**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	Newark	Chancellor Ave Annex	Building Envelope & Structural Repairs	Construction	1Q 2020	On-Target	2Q 2020	On-Target	\$ 1,221,437
2	Newark	Dr. E. Alma Flagg ES	Exterior Doors & Roofing	Construction	4Q 2019	Achieved	1Q 2020	On-Target	\$ 654,000
3	Newark	Hawkins School	Chimney Repairs	GC TO w/ Design	4Q 2019	Achieved	1Q 2020	On-Target	\$ 637,888
4	Newark	Lafayette Street School	Exterior Doors & Roofing	Construction	1Q 2020	On-Target	1Q 2020	On-Target	\$ 658,129
5	Newark	Wilson School Annex	Chimney Repairs	GC TO w/ Design	4Q 2019	Achieved	1Q 2020	On-Target	\$ 211,386
6	Plainfield	Plainfield High School	Structural Repairs - Stairs	Construction	3Q 2019	Achieved	4Q 2019	Achieved	\$ 1,202,774

**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/ Ayisha Cooper, Vendor Services Analyst  
Date: February 5, 2020  
Subject: Project Close-Out Status Report

9

The attached report provides a status of the following:

- All SDA managed Capital Plan projects which have achieved school occupancy but have not yet been contractually and administratively closed
- All SDA managed Emergent projects which are either (1) currently active, or (2) complete yet have not been contractually and administratively closed
- Projects which have achieved project transfer to the district yet have outstanding open contracts
- A running total of all school facilities projects, health and safety contracts, and suspended design contracts which have been closed

Projects closed since the last report will appear highlighted.



PROJECT STATUS REPORT - As of January 1, 2020					
Year of Occupancy	DOE #	School	Disposition	Project Transfer Date	Outstanding Issues Preventing Complete Close-out
<b>Bridgeton</b>					
2016	0540-050-13-0ACN	Buckshutem Road Elementary School			
2017	0540-100-13-0ACO	Quarter Mile Lane Elementary School			
<b>Burlington City</b>					
2007	0600-020-01-0957	New High School	Project 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	Project Transferred	01/09/12	Open contract(s)
2009	0680-350-01-0938	HB Wilson Elementary School	Project Transferred	04/14/10	Open contract(s)
<b>Egg Harbor City</b>					
2010	1300-X01-04-0ADY	New Middle School	Project 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>					
2017	1320-N20-13-0AEG	Halloran Elementary School	Project Transferred	06/12/18	Open contract(s)
2016	1320-X07-01-0867	Frank J. Cicarell Academy (New Academic HS)	Project Transferred	07/18/19	Open contract(s)
2013	1320-240-03-0339	Victor Mravlag Elementary School # 21	Project Transferred	08/27/19	Open contract(s) - Legal matter pending
<b>Garfield</b>					
2018	1700-205-03-0315	James Madison Elementary School #10			
<b>Gloucester City</b>					
Legacy	1770-160-01-0245	Cold Springs Elementary School	Project Transferred	06/05/09	Open contract(s)
2017	1770-N01-03-0188	Gloucester City Middle School	Project Transferred	04/17/18	Open contract(s)
<b>Irvington</b>					
2019	2330-120-03-0755	Madison Avenue Elementary School			
<b>Jersey City</b>					
Legacy	2390-N01-99-0227	New Elementary School #3 (Frank R. Conwell ES #3)	Project Transferred	12/19/15	Open contract(s) - Legal matter pending
Legacy	2390-N02-99-0228	Jersey City Middle School # 4 (Frank R. Conwell MS #4)	Project Transferred	12/19/15	Open contract(s) - Legal matter pending
2016	2390-190-01-0581	New Public School #20	Project Transferred	08/11/17	Open contract(s) - Legal matter pending
2017	2390-X03-01-0587	Patricia M. Noonan ES (New PS #3)	Project Transferred	12/14/17	Open contract(s) - Legal matter pending
2007	2390-N03-99-0147	Heights Middle School #7			
<b>Keansburg</b>					
2016	2400-E01-02-0116	New Caruso Elementary School	Project Transferred	08/13/18	Open contract(s)
<b>New Brunswick</b>					
2018	3530-123-03-1034	Paul Robeson Community Elementary School	Project Transferred	10/23/18	Open contract(s)

<b>PROJECT STATUS REPORT - As of January 1, 2020</b>					
<b>Year of Occupancy</b>	<b>DOE #</b>	<b>School</b>	<b>Disposition</b>	<b>Project Transfer Date</b>	<b>Outstanding Issues Preventing Complete Close-out</b>
<b>Newark</b>					
Legacy	3570-X01-01-0617	Science Park	Project Transferred	05/03/13	Open contract(s) - Legal matter pending
2010	3570-X07-01-0693	Speedway Elementary School	Project Transferred	10/21/15	Open contract(s)
2016	3570-590-02-0315	Oliver Street Elementary School	Project Transferred	05/18/17	Open contract(s)
2018	3570-640-02-0311	South Street ES			
<b>Passaic</b>					
2015	3970-X01-01-X760	New Henry Street Elementary School			
2019	3970-N11-07-0DAY	Leonard Place Elementary School			
<b>Paterson</b>					
2008	4010-270-02-0608	#24 Elementary School	Closed	12/23/19	
Legacy	4010-N02-02-0393	Roberto Clemente Elementary School	Project Transferred	04/12/13	Needed repairs being addressed
2016	4010-N09-04-00HP	New Public School #16	Project Transferred	07/31/17	Open Contract(s)
2016	4010-N01-02-0169	Dr. Hami Awadallah School (New Marshall Street ES)	Project Transferred	03/15/18	Open Contract(s)
2008	4010-S01-02-0101	International High School			
<b>Pemberton</b>					
2011	4050-E01-02-0082	Pemberton Early Childhood Education Center	Project Transferred	02/01/13	Open contract(s)
<b>Perth Amboy</b>					
2019	4090-N01-98-0325	Seaman Avenue Elementary School			
<b>Phillipsburg</b>					
2016	4100-X01-99-0464	New High School	Project Transferred	06/07/18	Open contract(s)
<b>Trenton</b>					
2019	5210-050-13-0AEH	Trenton Central High School			
<b>Vineland</b>					
2018	5390-N02-02-0245	Lincoln Avenue Middle School			
<b>West New York</b>					
2009	5670-065-01-0559	Elementary School #2	Project Transferred	05/14/13	Open contract(s) - Legal matter pending
2012	5670-070-01-0556	West New York #3	Project Transferred	01/29/14	
2017	5670-100-12-0AEE	Harry L. Bain E.S.			
<b>Capital and Demonstration Projects Totals</b>					
<b>Total Capital and Demonstration</b>			<b>155</b>		
<b>Closed Capital and Demonstration Projects</b>			<b>116</b>		
<b>Capital and Demonstration Projects Not Closed</b>			<b>39</b>		
<b>Capital and Demonstration Projects Not Closed, Project Transferred</b>			<b>23</b>		
			<b>Legal Matter</b>	<b>8</b>	
			<b>Miscellaneous</b>	<b>15</b>	

<b>PROJECT STATUS REPORT - As of January 1, 2020</b>					
<b>Year of Occupancy</b>	<b>DOE #</b>	<b>School</b>	<b>Disposition</b>	<b>Project Transfer Date</b>	<b>Outstanding Issues Preventing Complete Close-out</b>
<b>Emergent Projects</b>					
<b>Camden</b>					
	0680-170-12-OACF	Cramer Elementary School			
<b>Irvington</b>					
	2330-090-12-OACT	Chancellor Avenue Elementary School	Project Transferred	3/20/2018	Open contract(s)
<b>Newark</b>					
	3570-301-17-OAES	Marin - HVAC			
	3570-415-17-OAER	Dr. E. Alma Flagg E.S. - Doors and Roofing			
	3570-460-17-OAEZ	Hawkins ES - Chimney Repairs			
	3570-480-17-OAET	Lafayette - Doors and roofing			
	3570-750-17-OBBC	Wilson School Annex - Chimney			
<b>Paterson</b>					
	4010-N02-12-0ABX	Roberto Clemente ES			
<b>Plainfield</b>					
	4160-050-17-0BBD	Plainfield High School			
<b>Vineland</b>					
	5390-050-12-0ACK	Vineland High School South			
<b>Emergent Project Totals</b>					
<b>Total Emergent Projects</b>			79		
<b>Emergent Projects Closed</b>			69		
<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 Contracts Closed</b>			394		
<b># of Open Contracts</b>			5		
<b>Open Design Contracts</b>					
<b>Total Contracts</b>			109		
<b># of Contracts Closed</b>			98		
<b># of Open Contracts</b>			11		

**PROJECT STATUS REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director – Program Operations

DATE: February 5, 2020

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:**

No activity during the reporting period



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

Reporting Period: Jan. 1, 2008 to Dec. 31, 2019

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

**Substantially Complete & Building Occupied**

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

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.
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.
New Brunswick	Paul Robeson Community ES	\$1,599,650	\$2,180,000	\$0	100.0%	99%	Unforeseen structural repairs. On Oct. 4, 2017 Change Order No. 1 for the value of \$2,180,000 was approved by the Member to address unforeseen structural repairs to the existing Robeson ES which served to fully exhaust the project contingency.	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: December 2019

#	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: December 2019

#	District	Project	Financial & Schedule Impacts	Additional Funds Approved	Additional Funds as % of Total Project Budget	Operating Authority Approval Requirement	Description of Revision
No Activity During the Reporting Period							

**CONTRACTS EXECUTED REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: February 5, 2020

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

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**Contracts Executed Report**

This report contains the activity of Contracts executed during the period December 1 through December 31, 2019.

**Noteworthy Items during the reporting period:**

- Execution of 1 Construction Management Services Contract for the Keansburg Port Monmouth Road Addition & Renovaton Project – Pinnacle Consulting & Construction Services, Inc. – \$1,065,765
- Execution of 1 General Construction Contract for the Keansburg Port Monmouth Road Addition & Renovaton Project – Niram, Inc. – \$18,645,000

**Amendments & Change Orders Report**

This report contains the activity of Amendments and Change Orders executed during the period December 1 through December 31, 2019.

**Noteworthy Items during the reporting period:**

- 5 Professional Services Amendments totaling a credit of \$374k were executed during the reporting period, of the 5 executed amendments 1 required board approval totaling a credit of \$189k.
- 7 Construction Services Change Orders totaling \$498k were executed during the reporting period, of the 7 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: 12/1/2019 through: 12/31/2019

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 1. Professional Services</b>											
<b>Construction Management Services</b>											
Keansburg Borough	Port Monmouth Road School	RenoAdd	ConstrMgmt	ET-0098-M01	Pinnacle Consulting & Construction Services, Inc.		\$1,065,750	12/11/2019	-		
<b>Construction Management Services</b>											
<b>Part 1. Professional Services</b>							<b>\$1,065,750</b>				



### Contracts Executed Report

Reporting Period: 12/1/2019 through: 12/31/2019

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>										
Keansburg Borough	Port Monmouth Road School	RenoAdd	Construction	ET-0098-C01	Niram Inc.		\$18,645,000	12/19/2019	\$20,415,000	\$20,415,000
<b>Contractor</b>										
<b>Part 2. Construction Services</b>							<b>\$18,645,000</b>			<b>\$20,415,000</b>



### Contracts Executed Report

Reporting Period: 12/1/2019 through: 12/31/2019

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>											
East Orange	Carver E.S.	New	FFE	ES-0021-F02	Exemplis LLC		\$34,675	12/20/2019	-		
East Orange	Carver E.S.	New	FFE	ES-0021-K02	DynTek Services, Inc.		\$175,756	12/2/2019	-		
East Orange	Carver E.S.	New	FFE	ES-0021-Q01	Sico America, Inc.		\$18,839	12/20/2019	-		
East Orange	Carver E.S.	New	FFE	ES-0021-Q02	Grafco		\$34,981	12/20/2019	-		
Trenton	Trenton Central H.S.	New	FFE	WT-0022-Q39	Krueger International, Inc.		\$11,271	12/16/2019	-		
<b>Others</b>											
<b>Part 4. Other Contracts &amp; Services</b>							<b>\$275,523</b>				
							<b>Total Contract Award</b>	<b>Total Contracts Awarded</b>			
<b>Grand Totals - Professional and Construction Services Combined</b>							<b>\$19,986,273</b>	<b>7</b>			

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

**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: 12/1/2019 through: 12/31/2019

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>														
City Of Orange Township	Orange H.S.	ES-0042-A01	5/5/2015	12	Kliment Halsband Architects LLP	12/16/2019	\$3,520,022	\$250,909	\$2,600			\$3,773,531	7.20%	
City Of Orange Township	Cleveland Street E.S.	ES-0043-A01	9/3/2015	11	Lan Associates, Engineering, Planning, A	12/11/2019	\$1,820,017	\$303,317	\$7,627			\$2,130,961	17.08%	
Phillipsburg	New HS	NT-0003-A01	3/22/2004	21	Design Ideas Group	12/30/2019	\$5,781,326	\$2,951,824	(\$150,000)			\$8,583,150	48.46%	
<b>Design Consultant</b>														
<b>Construction Management Services</b>														
New Brunswick	Paul Robeson Community E.S.	ET-0073-M01	6/24/2016	1	GREYHAWK North America LLC	12/11/2019	\$1,487,500	(\$198,142)	(\$188,750)	Y	11/6/2019	\$1,100,608	-26.00%	
Vineland City	Lincoln Ave Middle School	ST-0017-M02	6/13/2016	2	Joseph Jingoli & Son, Inc.	12/23/2019	\$1,326,500	(\$109,770)	(\$46,200)			\$1,170,530	-11.75%	
<b>Construction Management Services</b>														
<b>Professional Services</b>														
									(\$374,723)					
<b>Construction Services</b>														
<b>Contractor</b>														
Camden City	Camden H.S.	CA-0022-B01	9/26/2018	2	Ernest Bock & Sons, Inc.	12/16/2019	\$99,585,000	\$10,174	\$384,961			\$99,980,135	0.39%	
Irvington Township	Madison Avenue E.S.	ES-0027-B01	1/19/2017	9	Ernest Bock & Sons, Inc.	12/16/2019	\$26,800,000	\$53,026	\$4,426			\$26,857,452	0.21%	
Irvington Township	Madison Avenue E.S.	ES-0027-B01	1/19/2017	16	Ernest Bock & Sons, Inc.	12/16/2019	\$26,800,000	\$57,452	\$28,263			\$26,885,715	0.31%	
Irvington Township	Madison Avenue E.S.	ES-0027-B01	1/19/2017	18	Ernest Bock & Sons, Inc.	12/16/2019	\$26,800,000	\$85,715	\$16,308			\$26,902,023	0.38%	
Millville	High School	ST-0046-B01	5/24/2017	5	Hall Construction Co., Inc.	12/16/2019	\$114,453,000	\$484,089	\$53,891			\$114,990,981	0.47%	
Perth Amboy	Seaman Avenue School	ET-0031-B01	8/15/2016	12	Epic Management, Inc.	12/16/2019	\$43,570,000	\$428,668	\$4,791			\$44,003,458	0.99%	
Paterson	Dr. Hani Awadallah Elementary School	PA-0006-C05	9/9/2019	1	Grafas Painting Contrs Inc. T/A GPC, Inc.	12/20/2019	\$173,000	\$0	\$5,775			\$178,775	3.33%	
<b>Contractor</b>														
<b>Construction Services</b>														
									\$498,415					
										<b>Total Change Order Summary</b>		<b>Total Change Orders</b>		
										\$123,692		12		
<b>Grand Totals</b>														

**Column Description Legend**

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

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

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

**CONTRACTOR AND WORKFORCE COMPLIANCE REPORT**



### MEMORANDUM

TO: Members of the Authority

DATE: February 5, 2020

SUBJECT: Contractor and Workforce Compliance Monthly Update for November 2019

The Risk Management 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 November 30, 2019 was \$28,051,892. The figures below demonstrate compliance with this requirement.

#### **SBE Breakdown**

The total contract dollars awarded to all SBE contractors was \$8,557,084 (including minorities, women and veterans). This represents 30.50% of all SDA contracts.

<b>Type of Business Enterprise</b>	<b>Contract Amount</b>	<b>% of Total SDA Contracts</b>
Small Business Enterprises	\$ 6,501,938	23.18%
Small/ Minority Business Enterprises	\$ 458,000	1.63%
Small/Women Business Enterprises	\$ 1,597,146	5.69%
Small/Veteran Owned Business Enterprises	\$ -0-	0.00%
Small/Minority/Women Business Enterprises	\$ -0-	0.00%
<b>TOTAL SBE CONTRACTS</b>	<b>\$ 8,557,084</b>	<b>30.50%</b>

Members of the Authority  
 Contractor and Workforce Compliance Monthly Update  
 February 5, 2020  
 Page 2 of 3

### WORKFORCE COMPLIANCE MONITORING

For the month of November 2019, there was a contractor workforce of 778 on SDA projects. This represents a total of 65,818 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	87	8,140	12.37%
Hispanic	140	10,568	16.06%
American Indian	3	110	0.17%
Asian	2	200	0.30%
<b>Total Minority Participation</b>	<b>232</b>	<b>19,018</b>	<b>28.90%</b>
Total Non-Minority Participation	546	46,800	71.10%

There was a contractor workforce of 763,790 total workforce hours and 13,163 total female workforce hours on SDA projects for the period of January 1, 2019 through November 30, 2019. 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	763,790	100.00%
<b>*Total Local County Workforce Hours</b>	<b>68,736</b>	<b>9.00%</b>
<b>Total Local County Non-Minority Workforce Hours</b>	<b>29,512</b>	<b>3.86%</b>
<b>Total Local County Female Workforce Hours</b>	<b>1,173</b>	<b>0.15%</b>
<b>Total Local County Minority Workforce Hours</b>	<b>39,224</b>	<b>5.14%</b>
<b>**Local County Workforce Hours by Ethnicity:</b>		
Black	21,268	2.79%
Hispanic	17,932	2.35%
American Indian	0	0.00%
Asian	24	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  
 February 5, 2020  
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The following table represents contractor and female workforce for all SDA active Capital Projects and all active and completed Emergent Projects for the period of January 1, 2019 through November 30, 2019.

<b>SDA Managed Project</b>	<b>Total Workforce Hours</b>	<b>Minority Workforce Hours &amp; Percentage</b>		<b>Local County Workforce Hours &amp; Percentage</b>	
Camden, HS	58,007	18,346	<b>31.63%</b>	3,070	<b>5.29%</b>
East Orange, George W Carver ES	73,669	28,384	<b>38.53%</b>	13,462	<b>18.52%</b>
Harrison, ES	61,443	20,530	<b>33.41%</b>	0	<b>0.00%</b>
Irvington, Madison Avenue ES	32,222	11,282	<b>35.01%</b>	7,171	<b>22.25%</b>
Millville, HS	119,818	36,057	<b>30.09%</b>	19,792	<b>16.52%</b>
Passaic, Leonard Place ES	14,108	1,689	<b>11.97%</b>	1,784	<b>12.65%</b>
Passaic, Dayton Avenue Campus	171,249	49,773	<b>29.06%</b>	7,065	<b>4.13%</b>
Paterson, Union Ave ES	3,368	277	<b>8.22%</b>	0	<b>0.00%</b>
Pemberton, Denbo-Crichton ES	85,868	19,143	<b>22.29%</b>	2,978	<b>3.47%</b>
Perth Amboy, Seaman Avenue ES	44,246	7,180	<b>16.23%</b>	6,426	<b>14.52%</b>
Trenton, Central HS	84,774	25,031	<b>29.53%</b>	8,251	<b>9.73%</b>
Emergent Projects	15,002	7,160	<b>47.73%</b>	0	<b>0.00%</b>

Prepared by: Charlotte Brooks

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



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: February 5, 2020

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 December 2019. Also included is a detailed list of grants executed and grants offered during the reporting period.

**Monthly Update:**

- No grants were offered during the reporting period.
- No grants were executed during the reporting period.
- 22 grants impacting 8 districts were closed out during the reporting period representing \$23.9M in total project costs and state share of \$11.5M.
- Since inception, over \$2.9B 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

December 2019

ROD Grant Summary Since Program Inception				
	Offered <sup>1</sup>	Executed	Closed-Out	Active
Districts Impacted	1	524	514	109
Number of Grant Projects	1	5,406	4,998	408
Total Project Cost Estimate	\$ 265,500	\$ 8,946,781,481	\$ 8,495,625,909	\$ 451,155,571
Grant Amount	\$ 106,200	\$ 3,005,911,064	\$ 2,809,265,291	\$ 196,645,773
Amount Disbursed	N/A	\$ 2,910,841,652	\$ 2,809,265,291	\$ 101,576,360

Total Funding Offered to School Districts via Grant Program	\$ 3,342,209,450
Total ROD Grant Funding remaining for new Grant Projects	\$ 81,829,626

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	-	8
Number of Grant Projects	-	22
Total Project Cost Estimate	\$ -	\$ 23,908,429
Grant Amount	\$ -	\$ 11,512,940
Amount Disbursed	NA	\$ 11,512,940

\* 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.

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

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

**MONTHLY FINANCIAL REPORT** *(no report)*

**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.**