

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
BOARD MEETING
WEDNESDAY, MAY 3, 2023 AT 9:00 A.M.
32 E. FRONT STREET, TRENTON, NJ
BOARD ROOM**

- 1. NOTICE OF PUBLIC MEETING/PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF MEETING MINUTES**
 - a. Board Open Session Meeting Minutes of April 5, 2023
 - b. Board Open Session Meeting Minutes of April 12, 2023
- 4. AUTHORITY MATTERS**
 - a. CEO Report
 - b. Chairman's Report
- 5. REPORT AND RECOMMENDATIONS OF THE AUDIT COMMITTEE (CHAIRMAN'S REPORT)**
- 6. REPORT AND RECOMMENDATIONS OF THE SCHOOL REVIEW COMMITTEE (CHAIRMAN'S REPORT)**
 - a. Company Name: Epic Management, Inc.
District: Neptune
Contract No: ET-0026-C02
CM: SDA Managed
School Name: Green Grove Elementary School
Change Order No. 2
Reason: Credit for Unused Funds for Time and Material Contract
Amount: (\$116,850.25)
Contract Status: 77.7% Paid to Date against the Current Contract Value
Completion Date: September, 2022
- 7. MONTHLY REPORTS**
 - a. *For Informational Purposes*
 - i. Active Projects Report
 - ii. Project Status Reports
 - iii. Contracts Executed Report/Amendments & Change Orders Executed Report
 - iv. Contract Terminations Report (*no activity*)
 - v. Settlement Activities Report (*no activity*)
 - vi. Diversity and Workforce Participation Report
 - vii. Regular Operating District Grant Activity Report
 - viii. Notification of Amendments to Goods and Services Contracts Not Exceeding \$100,000 or 10% of the Contract Value (*no activity*)
 - ix. Communications Report (*no report*)
 - x. Monthly Financial Report
 - xi. Design Contract De-Obligations Report (*no activity*)
- 8. NO EXECUTIVE SESSION**
 - a. Litigation/Contract Matter(s) – OPMA Exemption N.J.S.A. 10:4-12b (7)
CCD Report (*no activity*)
- 9. ADJOURNMENT**

APPROVAL OF MEETING MINUTES

April 5, 2023 Open Session Minutes

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
WEDNESDAY, APRIL 5, 2023**

A meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, April 5, 2023 at 9:00A.M. in the Joseph A. McNamara Board Room at the offices of the Authority at 32 East Front Street, Trenton, New Jersey.

Participating were:

Mario Vargas, Public Member, Vice-Chairman

Juan Burgos (EDA)

Kevin Luckie (DCA)

David Moore (Treasury)

Bernard Piaia (DOE)

John Capo, Public Member

Daniel Gumble, Public Member

Lester Lewis-Powder, Public Member

Michael Maloney, Public Member

being a quorum of the Members of the Board. Mr. Gumble, Mr. Moore, Mr. Lewis-Powder and Mr. Piaia participated in the meeting by teleconference. In the absence of the Chairman, Vice-Chairman Vargas chaired the meeting.

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

Pledge of Allegiance

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

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

Authority Matters

Chairman's Report

Mr. Vargas announced that before proceeding with the formal agenda, it was his pleasure to formally welcome John Capo to the Authority's Board of Directors. He informed the Members that Mr. Capo's nomination to serve on the SDA Board was released by the Senate Judiciary Committee on Monday March 13 and confirmed by the full Senate Monday on March 20. He said that Mr. Capo joins the Board having served as Director of the Bricklayers and Allied Craftworkers Administrative District Council of New Jersey since June 2020. He added that, for the past 16 years, Mr. Capo has been Vice-President of the Passaic County Building Trades and was appointed to the International Union Executive Council as Cement Craft Committee Vice-President in 2010. He said that Mr. Capo is a Trustee of the New Jersey State Bricklayers and Allied Craftworkers Health and Welfare Fund and a Trustee and Co-Chairman of the Local #4 Pension and Annuity Fund. He advised the Board that Mr. Capo is a Trustee of the NJ State Labor Management Committee and, since 2017, has also served as a Councilman in

Totowa. Mr. Vargas shared that the issues that come before the Board each month can be challenging. He said that, as a Board Member, he encourages Mr. Capo when the opportunity arises, to visit a project. He said that there is nothing more rewarding than going out to the field to witness one of the SDA's projects commence and then reach completion. Mr. Vargas said that there is no greater, more rewarding mission than that of the SDA---providing good quality schools for children who deserve the best we can provide. He added that he is certain that Mr. Capo's background and experience will be an asset to the Board. In concluding his remarks, the Vice-Chairman welcomed Mr. Capo on behalf of Chairman Nixon, the Members and the Authority's staff.

Mr. Capo said that he is honored and humbled by his appointment to serve on the SDA Board. He added that he appreciates the Mr. Vargas' comments and looks forward to working with the Board Members and doing good things for the children who deserve it.

Approval of Meeting Minutes

The Vice-Chairman then presented for consideration and approval the minutes of the Board's March 1, 2023 Open Session meeting. A copy of the meeting minutes and a resolution had been provided to the Members for review in advance of the meeting. Upon motion duly made by Mr. Maloney and seconded by Mr. Luckie, the Open Session minutes of the March 1, 2023 SDA Board meeting were approved with the Members' unanimous vote in favor of the resolution attached hereto as ***Resolution 3a***.

Next, the Vice-Chairman presented for consideration and approval the minutes of the Board's March 1, 2023 Executive Session meeting. A copy of the meeting minutes and a resolution had been provided to the Members for review in advance of the meeting. Upon motion duly made by Mr. Luckie and seconded by Mr. Maloney, the Executive Session minutes

of the March 1, 2023 SDA Board meeting were approved with the Members' unanimous vote in favor of the resolution attached hereto as ***Resolution 3b***.

CEO Report

Next, Mr. Vargas asked Mr. Da Silva for the report of the CEO. Mr. Da Silva also welcomed Mr. Caputo to the Authority's Board of Directors. He advised that the SDA staff relies heavily on the guidance and input they receive from the Board when presenting both project-related and organizational matters for approval. He added that management finds that the diversity and varied perspectives of the Board Members strengthen staff's ability to move and advance the Authority's projects forward. He said that management is extremely grateful for the amount of time SDA's Board Members devote to the Authority each and every month. He added that the SDA's staff members also come from a variety of backgrounds and are dedicated to the SDA's mission. He said that he is honored to serve as the CEO and to lead the organization. He said that management appreciates Mr. Caputo's willingness to serve on Board and to share his expertise.

Next, Mr. Da Silva provided an update on design-bid-build projects in the design stage. He said that for the Union City New Grade 7-9 School project, the design-builder has mobilized to the site and work is ongoing.

Turning to design-build projects in construction, Mr. Da Silva reported that Phase IV auditorium addition interior finishes are ongoing for the Millville High School addition and renovations project. He said that management expects the work will be completed and that turn over to the District will take place this month. For the Perth Amboy High School project, he advised that exterior masonry and roof work is being completed. He added that management anticipates a 2024 school delivery. With respect to the Plainfield Woodland Avenue Elementary

School project, he said that HVAC commissioning work is ongoing as equipment is being brought online. He added that the elevator inspection has been completed and approved. He noted that media center furniture installation has commenced.

In continuing, Mr. Da Silva gave an update on design-bid-build projects in construction. He informed the Members that final inspections are ongoing for the Keansburg Port Monmouth Road School project. He added that management anticipates turning the school over to the District next week. For the Orange High School project, he said that all areas of the original project based scope have been turned over the District.

With respect to projects in the procurement stage, Mr. Da Silva said that for the Orange Cleveland Street Elementary School project, bids for general contractor (GC) services are due today. He advised the Members that management will be presenting its recommended GC services contract award for the School at the Special Board Meeting scheduled for Wednesday, April 12. He thanked the Members for adjusting their schedules to participate in the Special Meeting as this will allow the SDA to continue to advance this Project as expeditiously as possible.

Turning to Authority events, outreach and other activities, Mr. Da Silva reminded the Members that Ms. Kelly had recently reached out to them regarding their need to file their annual Financial Disclosure Statements (FDS) with the State Ethics Commission by May 15. He thanked the Members who have already completed their FDS filings and reminded the remaining Members to submit their receipts to the Authority's Ethics Office upon completion.

In concluding his report, Mr. Da Silva advised that he will be testifying before the Senate Budget Committee on April 18 and before the Assembly Budget Committee on April 24.

School Review Committee

The Vice-Chairman asked Mr. Luckie to provide the report of the School Review Committee. Mr. Luckie said that the School Review Committee met on March 20, 2023. He advised the Board that the Committee advanced six items for Board consideration today. He said that the first matter involves the Harrison Elementary School (School) project (Project). He advised the Members that the School is a 67,800 square foot facility educating 392 students in grades Pre-Kindergarten through 1. He reported that the Authority delivered the School in 2020 through a \$26 million design-build construction contract with Brockwell & Carrington Contractors, Inc. (B&C). He informed the Members that in 2016 the Governor signed New Jersey's "School Security Law" (Law) which required that certain school security measures be incorporated in architectural designs for new school construction. He noted that the Law also addressed security measures for existing school buildings. He explained that, after enactment of the Law, SDA developed School Security Systems Guidelines (Standards): first, to ensure a consistent approach in the design of school security systems, and second, to bring those designs into conformance with the new Law. He said that management determined to apply the Standards to all projects then under contract for design or construction that were scheduled to be delivered for opening in September 2019 or later.

In continuing, Mr. Luckie said that after developing the Standards, staff established a security enhancement scope for the Project and presented it for review by the District. He reported that the SDA was not able to utilize the Project's GC, B&C, for the School's Security Work or to complete the work prior to the required School opening date. He explained that, for this reason, management engaged a GC through the Authority's GC Task Order Contract following Project completion and District occupancy of the School. He said that the package was awarded to Catcord Construction Company, Inc. (Catcord) and, in October 2021, Catcord

provided a cost proposal which included design services and the most extensive scope of work. He reported that a notice-to-proceed (NTP) was issued to Catcord in January 2022 and, after completing the design phase, Catcord submitted a finalized construction cost estimate. He reported that the Board memorandum discusses the identification of a \$109,000 insufficiency in the amount allocated for Catcord's performance of the work, noting that this is the basis for management's recommendation today for Board approval of Change Order (CO) No. 2. Mr. Luckie advised the Board that the CO, in the total lump sum value of \$109,438.00, would provide the additional funds required to furnish and install the Safety, Security and Other Upgrades at the School.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon motion duly made by Mr. Burgos and seconded by Mr. Vargas, Change Order No. 2 for Catcord Construction Company, Inc. for Safety, Security and Other Upgrades at the Harrison Elementary School project was approved with the Board's unanimous vote in favor of ***Resolution 5a.***

Next, Mr. Luckie said the Committee recommends that the Board approve CO No. 56 in connection with the Millville High School (School) addition and renovation project (Project). He reported that, like the Harrison Elementary School project matter, this CO would enable Safety, Security and Other Upgrades at the School. He advised the Board that the Project would increase the High School's capacity by 860 new seats to 2,026 students in grades 9 through 12. He informed the Members that on May 24, 2017, SDA issued Hall Construction Company, Inc. (Hall) an NTP for the Project's design phase and, while the High School has been partially occupied since 2018, the Project is now nearing completion of all work. He explained that, in order to comply with the new Law, management requests that the Board approve CO No. 56 in the not-to-exceed (NTE) amount of \$1.7 million to fund security enhancements at the High

School. He said that CO No. 56 is submitted for Board approval with an NTE cost since final costs are still being negotiated. He said that the Project team is also awaiting Department of Community Affairs' (DCA) design acceptance and release. Mr. Luckie advised the Members that Board approval of CO No. 56 with an NTE value is necessary in order to support the Project schedule.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon motion duly made by Mr. Burgos and seconded by Mr. Piaia, Change Order No. 56 for Hall Construction Company, Inc. for the Millville High School addition and renovation project was approved with the Board's unanimous vote in favor of ***Resolution 5b***.

In continuing, Mr. Luckie said that management is seeking Board approval of Amendment No. 11 for the Orange Cleveland Street Elementary School (School) project (Project). He advised that the School is a 38,750 square foot facility educating 306 students in grades Kindergarten through 7. He reported that in March 2019 the SDA Board approved an award for construction services to B&C and a final charter for a project at the School. He explained that the Project scope includes an 11,550 square foot addition and renovations to address overcrowding at the existing facility. He noted that it will also allow a change in grade alignment to grades Pre-kindergarten through 6 consistent with the District's Long Range Facilities Plan. He said that on January 15, 2020, B&C began providing construction services for the Project, with Epic Management, Inc. (Epic) serving as CM. He advised the Board that two years later, SDA issued a Notice of Termination for Convenience to B&C in accordance with the contract and directed them to complete portions of the work and demobilize from the project site by March 1, 2022.

Mr. Luckie said that management is currently soliciting bids for the procurement of a new contract for construction services with revised design documents in order to complete the

Project. He reported that the Project's remaining construction duration will be approximately 15 months, with a May 2023 NTP and a substantial completion date of August 2024. He said that, given this shortened construction duration, along with the anticipated need for overtime and weekend work and the complexities of the Project, Epic's engagement of a full-time mechanical electrical plumbing (MEP) manager for the remaining months of the Project is critical to ensuring its timely completion. He advised that the Board memorandum describes the terms and duration of the MEP position engagement which would be funded through the proposed contract Amendment No. 11. He noted that the total cost would be a time and materials based NTE value of \$256,000. He added that the project team reviewed and compared this proposal to other projects and believes that the cost as proposed is fair and reasonable.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon motion duly made by Mr. Maloney and seconded by Mr. Vargas, Amendment No. 11 for Epic Management, Inc. for the Orange Cleveland Street Elementary School project was approved with the Board's unanimous vote in favor of ***Resolution 5c***.

Next, Mr. Luckie presented the Committee's recommendation for Board approval of Amendment No. 21 for the Orange Cleveland Street Elementary School (School) project (Project). He reminded the Members that the Project is in the bid stage for procurement of a new GC and has a revised forecasted substantial completion date of August 2024. He advised that the Board is requested to approve Amendment No. 21 for LAN Associates (LAN), the firm that provides design and construction administrative services (Services) for the Project. He explained that this amendment, in the amount of \$180,107, is required in order for LAN to continue to provide these Services during the current GC procurement phase through to the Project's substantial completion. He noted that the additional Services would be performed by LAN on a time and materials basis and be confirmed by a review of relevant records by the CM and the

SDA project team. He said that all documents supporting Amendment No. 21 have been reviewed by SDA staff who concluded that all items are justified and the amount is reasonable and appropriate.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon motion duly made by Mr. Vargas and seconded by Mr. Burgos, Amendment No. 21 for LAN Associates for the Orange Cleveland Street Elementary School project was approved with the Board's unanimous vote in favor of ***Resolution 5d***.

In continuing, Mr. Luckie said that management also discussed a third Orange Cleveland Street Elementary School related item with the Committee—a contract award for GC services. He noted, however, that this matter is not yet ready for Board review and would be presented next week at the Special Board Meeting scheduled for April 12.

Finally, Mr. Luckie said that also before the Board are two regulatory matters for consideration. He said that management is seeking Board approval of the proposed re-adoption of the Authority's Preconstruction Activities Rules (Rules). He explained that the Rules establish the standards and procedures for SDA's advancement of preconstruction activities on behalf of SDA school districts. He reported that these Rules were last approved by the Board for final adoption in May 2016 and will expire on May 26, 2023. He noted that the Board memorandum describes in detail those activities that are governed by the Rules. He said that the Members have also been provided with a copy of the Rules in their entirety and a proposed form of Notice of Re-Adoption. He added that the Notice of Re-Adoption process is a statutorily-authorized expedited process that allows regulations to be re-adopted without amendments to be adopted without prior publication or public comment, upon their filing with the Office of Administrative Law at least thirty days prior to their expiration. Mr. Luckie said that management is requesting

Board authorization to utilize this process for re-adoption of the Rules. He added that, upon their publication in the New Jersey Register, the Rules would be effective for a period of seven years.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon motion duly made by Mr. Piaia and seconded by Mr. Burgos, the Board approved the Re-Adoption of the Authority's Preconstruction Activities Rules, the issuance of the Notice of Re-Adoption and the filing of the Notice with the Office of Administrative Law upon the Board's unanimous vote in favor of ***Resolution 5e***.

Finally, Mr. Luckie reported that management requests Board approval of the proposed re-adoption of the Authority's Section 13(a) Delegation Agreement Rules (Rules). He explained that these Rules set forth the conditions, eligibility criteria, and process for capital maintenance projects to be delegated to an SDA school district by the Authority. He reported that the Authority previously adopted the Rules on May 4, 2016 and that they are scheduled to expire on May 26, 2023. He said that management is proposing amendments to the current rules that will enable the use of electronic submissions in applications seeking the delegation to SDA Districts of capital maintenance projects. He noted that the amendments will also eliminate an obsolete signage requirement. He advised that a Notice of Proposal describing the proposed amendments was provided to the Members along with a full copy of the existing Rules. He noted that the Board memorandum provides the Rules' background, regulatory history and a summary of the proposed amendments as well.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon motion duly made by Mr. Burgos and seconded by Mr. Vargas, the Board approved the Re-Adoption of the Authority's Delegation Agreement Rules with amendments, the issuance of the Notice of Re-Adoption and the filing of the Notice with the Office of Administrative Law upon the Board's unanimous vote in favor of ***Resolution 5f***.

Public Comment

The Vice-Chairman then opened the Public Comment portion of the meeting. He invited Nikki Baker of the Healthy Schools Now/Work Environment Council to address the Board. Ms. Baker congratulated the Authority on its addition of a new Board Member and on its ongoing work. Ms. Baker said that the Authority's work begins with funding and noted that Healthy School Now continues to advocate for the provision of funding for needy schools. She said that she was looking forward to Mr. Da Silva's upcoming testimony before the State Legislature. Ms. Baker encouraged the Members to visit SDA construction sites from the beginning of a project to its completion. She also encouraged the Members to tour school districts with high need buildings where children are learning and teachers are working under adverse conditions. In concluding her remarks, Ms. Baker expressed appreciation for the Authority's work.

Adjournment

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

Certification: The foregoing represents a true and complete summary of the actions taken by the Board of the New Jersey Schools Development Authority at its April 5, 2023 meeting.

/s/ Jane F. Kelly
Assistant Secretary

Resolution—3a.

Approval of Minutes

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

WHEREAS, pursuant to Section 3(k) of P.L. 2007, Chapter 137, the minutes of the April 5, 2023 Board meeting of the New Jersey Schools Development Authority, for the Open Session were duly forwarded to the Office of the Governor following the meeting.

NOW, THEREFORE, BE IT RESOLVED, that the minutes of the New Jersey Schools Development Authority's April 5, 2023 Open Session meeting is hereby approved.

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

Dated: May 3, 2023

April 12, 2023 Open Session Minutes

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
WEDNESDAY, APRIL 12, 2023**

A teleconference meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, April 12, 2023 at 12:30 P.M. in the Joseph A. McNamara Board Room at the offices of the Authority at 32 East Front Street, Trenton, New Jersey.

Participating were:

Robert Nixon, Public Member, Chairman
Juan Burgos (EDA)
Kevin Luckie (DCA)
David Moore (Treasury)
Bernard Piaia (DOE)
John Capo, Public Member
Daniel Gumble, Public Member
Lester Lewis-Powder, Public Member
Michael Maloney, Public Member
Mario Vargas, Public Member

being all the Members of the Board. Mr. Luckie participated in the meeting in person.

At the Chairman's request, Manuel Da Silva, chief executive officer; Donald Guarriello, vice president and chief financial officer; Jane F. Kelly, vice president and assistant secretary; Albert Barnes, chief counsel; and Joseph Lucarelli, Director, of the SDA (teleconference), participated in the meeting. Janice Venables of the Governor's Authorities Unit (GAU) also participated in the meeting by teleconference.

The meeting was called to order by 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 been duly posted on the Secretary of State's bulletin board at 20 West State Street in Trenton, New Jersey and on the SDA Website. Ms. Kelly then conducted a roll call and indicated that all the Members of the Board were present.

Authority Matters

Chairman's Report

Mr. Nixon formally welcomed John Capo to the Authority's Board of Directors. He expressed confidence that Mr. Capo's expertise will greatly benefit the Board. He said that he looks forward to working with him going forward.

School Review Committee

The Chairman asked Mr. Luckie to provide the report of the School Review Committee. Mr. Luckie advised the Board that the School Review Committee met on March 20, 2023. He said that management discussed one item with the Committee that is being presented for Board consideration today. He advised the Board that management is requesting Board approval of a construction services contract award and Final Project Charter for the Cleveland Street Elementary School (School) project (Project) in the Orange School District.

Mr. Luckie advised the Board that the School is a 38,775 square foot facility educating 306 students in grades Kindergarten through 7. He said that the ongoing Project at the School includes an approximately 11,550 square foot addition and renovations to the existing facility to address overcrowding. He explained that the Project will also increase the School's capacity to 316 students and allow a change in grade alignment to Pre-K through Grade 6 consistent with the District's Long Range Facilities Plan. He reported that on March 6, 2019, the Board approved a contract award to Brockwell & Carrington Contractors, Inc. (B&C) for construction services,

along with a Final Charter for the Project. He noted that the notice-to-proceed was issued to B&C on January 13, 2020. He advised the Board that on January 20, 2022, approximately two years after issuance of the NTP, a notice of termination for convenience was issued to B&C directing them to complete portions of the work and demobilize from the Project site by March 1, 2022.

In continuing, Mr. Luckie said that all Project documents were then reviewed by staff and revised to correct all found conditions and make the design changes necessary for procurement of a new construction services contract in order to complete the Project. He noted that the new package was advertised as a low bid solicitation beginning on January 30, 2023. He advised that, following the procurement process, management recommends that the Board authorize a contract award in the amount of \$19,434,958, inclusive of SDA-established allowances totaling \$1,060,000, to Terminal Construction Corporation (Terminal), the responsive low bidder. He said that on April 10, 2023, SDA staff and Terminal met to review the bid to ensure that all Project scope work was included. He advised the Board that Terminal has confirmed that its price proposal is inclusive of all scope elements contained in the contract documents. He added that management also recommends that the Board approve the revised Final Charter for the Project which the Members received in advance of the meeting. Mr. Lucarelli then provided the Board with additional detail regarding Terminal's price proposal. He said that management is confident that Terminal's price for the work required is on a sound basis.

A resolution pertaining to this matter had been provided to the Board in advance of the meeting. Upon motion duly made by Mr. Burgos and seconded by Mr. Vargas, the construction services contract award and Final Project Charter for the Orange Cleveland Street Elementary School project were approved with the Board's unanimous vote in favor of ***Resolution 3a***.

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 April 12, 2023 meeting.

/s/ Jane F. Kelly
Assistant Secretary

Resolution—3b.

Approval of Minutes

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

WHEREAS, pursuant to Section 3(k) of P.L. 2007, Chapter 137, the minutes of the April 12, 2023 Board meeting of the New Jersey Schools Development Authority, for the Open Session were duly forwarded to the Office of the Governor following the meeting.

NOW, THEREFORE, BE IT RESOLVED, that the minutes of the New Jersey Schools Development Authority's April 12, 2023 Open Session meeting is hereby approved.

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

Dated: May 3, 2023

AUTHORITY MATTERS

CEO REPORT

CHAIRMAN'S REPORT

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

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

MEMORANDUM

TO: Members of the Authority

FROM: Joseph Lucarelli
Program Director, Construction Operations

DATE: May 3, 2023

SUBJECT: Neptune – Green Grove Elementary School, Floor Removal and Replacement

RE: Change Order No. 2 – Credit Change Order for Unused Contract Funds

COMPANY NAME: Epic Management, Inc.
DISTRICT: Neptune
CONTRACT NO: ET-0026-C02
CM: SDA Managed
SCHOOL NAME: Green Grove Elementary School
CHANGE ORDER NO. 2
REASON: Credit for Unused Funds for Time and Material Contract
AMOUNT: (\$116,850.25)
CONTRACT STATUS: 77.7% Paid to Date against the Current Contract Value
COMPLETION DATE: September, 2022

INTRODUCTION

A credit change order is the accounting mechanism whereby the New Jersey Schools Development Authority (SDA) de-obligates a contract's unused funds. Management requests that the Members of the Authority approve Credit Change Order (CO) No. 2 in the amount of (\$116,850.25) for the Neptune Green Grove Elementary School floor removal and replacement project. The dollar value of the credit is the remaining unused balance of the Time and Material (T&M) GC Task Order (GCTO) Contract No. ET-0026-C02. Execution of this Change Order is necessary to advance contract closeout.

In accordance with the SDA Operating Authority approved by the Board on December 1, 2020, as amended on March 7, 2012, Board approval is required for any credit change order which singularly exceeds \$500,000 or 10% of the contract value. This Change Order singularly exceeds 10% of the contract value.

BACKGROUND

SDA Flooring Initiative

The SDA, in consultation with the New Jersey Department of Health (DOH) and in accordance with the DOH guidance document, advanced a multi-step initiative in 2020 to evaluate flooring materials installed in SDA-delivered school facilities. SDA staff conducted site visits to more than 140 school facilities in SDA Districts, and 25 school facilities delivered in Regular Operating Districts (RODs). Of

these facilities, approximately 30% were determined to have poured polyurethane flooring systems requiring further evaluation, including the Neptune Green Grove Elementary School.

SDA then engaged qualified environmental professionals to perform bulk sample testing and evaluate identified flooring types in order to determine whether subsequent air monitoring was appropriate. In consultation with SDA school districts, SDA staff continues to conduct air monitoring activities in certain school facilities, consistent with DOH guidance. Upon completion of these activities, SDA works with school districts, when required, to replace or remediate flooring systems that require replacement or remediation in accordance with DOH guidelines.

Neptune Green Grove Elementary School – history and flooring project

From August 2003 to August 2005, in an effort to provide additional education space for the Neptune Green Grove Elementary School (School), the New Jersey Schools Construction Corporation (SCC), the predecessor entity to the SDA, undertook a project that expanded the School by approximately 22,000-square feet. The SCC project's additions to the School included a new gymnasium, cafeteria and kitchen, along with special education classrooms and an expanded parking lot. Renovations to the existing building included a new media/library center, new computer lab, new classroom ceilings, lighting, cabinets, cubbies and wet areas and additional office space, along with a new nurse's station and new heating/air conditioning system.

In September 2020, as part of the flooring initiative, the SDA engaged environmental site consultant Mott MacDonald to test the flooring in the gymnasium at the School. This was followed by two (2) rounds of air sampling conducted in September 2020 and January 2021. Air testing yielded mercury results in excess of DOH standards, prompting SDA to inform the District of the same. Based on the testing results, the SDA determined that it was necessary to remove the flooring in the gymnasium and to install new flooring.

To initiate the necessary work, the Authority utilized the General Construction Services Task Order contract approved by the Board in September 2019, as amended in February 2021. SDA determined to advance the project by way of a rotational assignment and on April 22, 2022, Epic Management, Inc. (Epic) confirmed its interest in the project.

On June 28, 2022, Epic was awarded a contract in the not-to-exceed (NTE) amount of \$433,089.99 for the floor removal and replacement work. This contract was issued on a time and materials (T&M) basis and the scope represented by the NTE value included remediation of the existing mercury containing floor, along with Order of Magnitude estimates for the replacement flooring products. The flooring was removed using procedures similar to those used in an asbestos abatement project including construction of air-tight containment barriers and decontamination enclosure systems, and the utilization of high-efficiency particulate absorbing (HEPA) filtration equipment.

The physical removal of the flooring took place during non-school hours and, as a safety precaution, air testing for mercury was performed by the SDA's environmental consultant in the school hallways during the removal phase.

REASON FOR CHANGE

As of September 30, 2022, Epic had completed the floor removal and proper disposal process, concrete slab abatement, replacement of the old flooring with new rubberized non-mercury containing PFF, all clean up, and demobilization from the site. The value of CO No. 2 presented for Board approval is the result of cost effectiveness in terms of the replacement flooring system, as well as labor efficiencies. CO No. 2 in the amount of (\$116, 850.25) is necessary for the de-obligation of the unused contract funds, inclusive of the unused balance of T&M Change Order No. 1 funds, to advance contract close-out. (Note: Change Order No. 1, in the “time and material” not-to-exceed (NTE) amount of \$210,000.00 was approved by the Board on September 7, 2022. Change Order No. 1 compensated Epic for the labor, material and equipment required to remove the existing delamination subfloor leveling material, and properly prepare the subfloor to facilitate the installation of the new gym floor.)

All documents supporting this credit change order have been reviewed by the associated SDA project team members, Financial Operations, and the Director of Environmental Services for adherence to current SDA policy and procedures. All reviewing SDA staff members have determined that this credit change order is justified and that the amount is reasonable and appropriate.

CALCULATIONS

a. Original Contract Amount	\$ 433,089.99
b. Change Orders to Date (excluding proposed change order)	\$ 210,000.00
c. Proposed Change Order Amount	\$ (116,850.25)
d. Total Change Orders to Date including this Change Order (Total of Line (b.) and Line (c.))	\$ 93,149.75
e. Percentage Change to Original Contract (Line (d.) represents a percent of Line (a.))	21.51%
f. Proposed Adjusted Contract Price (Line (a.) plus Line (d.))	\$ 526,239.74

RECOMMENDATION

The Members of the Authority are requested to authorize the issuance of Credit Change Order No. 2 in the amount of (\$116,850.25) for Epic Management, Inc. for the Neptune Green Grove Elementary School flooring removal and replacement project. The dollar value of Credit Change Order No. 2 is the remaining unused balance of the Time and Material GC Task Order Contract No. ET-0026-C02. Execution of this Change Order is necessary to advance contract closeout.

*CO No. 2 De-obligation of Unused Contract Funds
Epic Management, Inc. (ET-0026-C02)
Green Grove Elementary School (Floor Removal and Replacement)
May 3, 2023
Page 4 of 4*

In accordance with the SDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, any credit change order which singularly exceeds 10% of the contract value requires approval by Members of the Authority. This change order singularly exceeds 10% of the contract value.

Recommended by:

/s/ Joseph Lucarelli
Joseph Lucarelli, Program Director, Construction Operations

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

Reviewed and Recommended by: Jane F. Kelly, Vice President, Corporate Governance & Legal Affairs

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

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

Prepared and Recommended by: Dhimant Dave, Senior Program Officer, Construction Operations

Resolution—6a.

De-Obligation of Unused Contract Balance – Credit Change Order

COMPANY NAME: Epic Management, Inc.
DISTRICT: Neptune
CONTRACT NO: ET-0026-C02
CM: NJSDA
SCHOOL NAME: Green Grove Elementary School
CHANGE ORDER NO. 2
REASON: Credit for Unused Funds for T&M Contract
AMOUNT: (\$116,850.25)
CONTRACT STATUS: 77.7% Paid to Date against the Current Contract Value
COMPLETION DATE: September, 2022

Resolution

WHEREAS, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) provides that any credit change order which singularly exceeds 10% of the contract value requires approval by Members of the Authority; and

WHEREAS, between 2003 and 2005, the New Jersey School Construction Corporation, predecessor entity to the SDA, expanded and renovated the Green Grove Elementary School (School) in the Neptune School District in an effort to provide additional education space for Neptune elementary school students; and

WHEREAS, among the additions to the School was a new gymnasium; and

WHEREAS, in 2020, the SDA, in consultation with the New Jersey Department of Health (DOH), advanced a multi-step initiative to evaluate flooring materials installed in SDA-delivered school facilities; and

WHEREAS, in furtherance of this initiative, SDA staff conducted site visits to more than 140 school facilities in SDA Districts, and 25 school facilities delivered in Regular Operating Districts and determined that, of these facilities, approximately 30% had poured polyurethane flooring systems requiring further evaluation; and

WHEREAS, the School was among those facilities identified for further evaluation; and

WHEREAS, in September 2020, the SDA engaged an environmental site consultant to test the flooring in the School's gymnasium; and

WHEREAS, sample testing, air testing and monitoring at the School revealed mercury results in excess of DOH standards, prompting SDA to inform the District of the same and to determine to remove the flooring in the gymnasium and install new flooring; and

WHEREAS, to initiate the necessary work, SDA utilized the General Construction Services Task Order contract (GCTO contract) approved by the Board in September 2019 and, by way of a rotational assignment, on April 22, 2022, Epic Management, Inc. (Epic) confirmed its interest in the project; and

WHEREAS, on June 28, 2022, Epic was awarded a “time and materials” contract in the not-to-exceed amount of \$433,089.99 for the floor removal and replacement work; and

WHEREAS, Epic completed the floor removal and proper disposal process in September 2022; and

WHEREAS, the value of Credit Change Order No. 2 presented for Board approval is the result of cost effectiveness in terms of the replacement flooring system, as well as labor efficiencies; and

WHEREAS, Credit Change Order No. 2 in the amount of (\$116,850.25) is necessary for the de-obligation of the unused contract funds; and

WHEREAS, as this Credit Change Order singularly exceeds 10% of the contract value, its issuance requires approval by the Members of the Authority; and

WHEREAS, the background of the flooring initiative and of the School project, along with details as to the reason for the credit change order and the associated calculations are fully set forth in the memorandum presented to the Board on this date and incorporated herein; and

WHEREAS, all documents supporting this Credit Change Order have been reviewed by the associated SDA project team members, financial operations, and the director of environmental services for adherence to current SDA policy and procedures and all reviewing SDA staff members have determined that Credit Change Order No. 2 is justified and that the amount is reasonable and appropriate.

NOW, THEREFORE, BE IT RESOLVED, that the Members of the Authority hereby authorize and approve the issuance of Credit Change Order No. 2 in the amount of (\$116,850.25) for Epic Management, Inc. for the Neptune Green Grove Elementary School flooring removal and replacement project.

BE IT FURTHER RESOLVED, that the dollar value of Credit Change Order No. 2 is the remaining unused balance of the time and material General Construction Task Order (Contract No. ET-0026-C02) and its execution is necessary to advance contract closeout.

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 2, De-Obligation of Unused Funds, Epic Management, Inc., Contract No. ET-0026-C02, Neptune School District, Green Grove Elementary School, dated May 3, 2022

Dated: May 3, 2023

MONTHLY REPORTS
(For Informational Purposes)

ACTIVE PROJECTS STATUS REPORT

MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov
Managing Director

DATE: May 3, 2023

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

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

The 2nd 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 4/19/23

2011 Portfolio Projects - sorted by District		1				Design Status	Advancement Status	Projected Construction Advertisement Date*
District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)			
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 4/19/23

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.

2011 & 2012 Portfolio Projects Activities Summary
 as of 4/19/23

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	School delivered Sep. 2020 (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	School delivered Nov. 2020 (Dobco)	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	\$145.0	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	School delivered Sep. 2020. (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	840	\$59.4	Kit of Parts/ Design-Build	Award for D-B approved Feb. 2020 Board. (Epic Management)	5/23/18 8/29/19
Union City	New Grade 7 to 9 School	7-9	756	840	\$75.5	Kit of Parts/ Design-Build	Award for D-B approved Jun. 2022 Board. (Dobco, Inc.)	5/19/21 11/15/21
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 4/19/23

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	School occupied Sep. 2021 (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	\$38.9	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	\$59.8	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 4/1/2023

Major Capital Projects - With Contract for Building Construction Awarded

#	District	Project Name	Project Scope	Project Status	Substantial Completion	Status Substantial Completion	School Opening	Status of School Opening	Total Estimated Project Cost
1	City of Orange	Cleveland Street ES	Addition/Renovation	Construction	Under Review	Under Review	Under Review	Under Review	\$ 38,860,332
2	City of Orange	Orange High School	Addition/Renovation	Construction	2Q 2023	On-target	Phased	On-target	\$ 59,769,930
3	Keansburg	Port Monmouth Road School	Addition/Renovation	Construction	2Q 2023	On-target	Sep-22	Achieved	\$ 28,440,130
4	Millville	Millville Senior High School	Addition/Renovation	Construction	2Q 2023	On-target	Phased	On-target	\$ 145,005,733
5	Perth Amboy	New High School	New Construction	Construction	2Q 2024	On-target	Sep-24	On-target	\$ 283,830,000
6	Plainfield	New Woodland ES	New Construction	Construction	3Q 2023	On-target	Sep-23	On-target	\$ 59,440,000
7	Union City	New Grade 7 to 9 School	New Construction	Design-Build Design	3Q 2025	On-target	Sep-25	On-target	\$ 93,696,300

Active Project Status Report Status as of 4/1/2023

Emergent Projects - With Contract for Construction Awarded

#	District	Project Name	Project Scope	Project Phase	Substantial Completion	Status Substantial Completion	Final Completion	Status of Final Completion	Total Estimated Project Cost
1	Irvington	Grove Street School	Boiler Replacement	GCTO w/ Design Design Phase	2Q 2023	On Target	2Q 2023	On-Target	\$ 3,762,782
2	Newark	Cleveland School	Boiler Room Vault Repairs	GCTO w/ Design Design Phase	2Q 2023	On Target	2Q 2023	On-Target	\$ 1,664,389
3	Newark	Malcolm X. Shabazz HS	Structural Repairs	Complete	3Q 2022	Achieved	1Q 2023	Achieved	\$ 3,189,000
4	Newark	Roberto Clemente School	Sub-Basement Water Infiltration	Complete	3Q 2022	Achieved	1Q 2023	Achieved	\$ 1,456,800
5	Newark	Techonology High School	Structural Vault Repairs and Façade Repairs	GCTO w/ Design Design Phase	2Q 2023	On Target	3Q 2023	On-Target	\$ 2,867,680
6	Paterson	PS #5	Roof Replacement & Masonry Repairs	Construction	1Q 2023	Achieved	2Q 2023	On-Target	\$ 10,968,112

PROJECT STATUS REPORT

MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov
Managing Director – Planning and Program Operations

DATE: May 3, 2023

SUBJECT: Executive Summary – Monthly Project Status Reports

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: January 2008 to March 2023

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

Millville	Millville Senior HS - Addition & Renovation	\$5,000,000	\$5,000,000	\$0	100.0%	86%	Board approved additional building condition repair work and flood hazard area mitigation work added to the project.	Project is in construction and scheduled for completion per the original schedule. Revised Final Project Charter approved by the CEO in June 2021 to allocate additional contingency to the project from the Unforeseen Events Reserve.
Orange	Orange HS - Addition & Renovation	\$4,525,000	\$4,525,000	\$0	100.0%	92%	Unforeseen conditions related to the site and renovation portions of the project and connection of the HS to the Orange Preparatory Academy.	Project is in construction and scheduled for completion this year. Revised Final Project Charter approved by the CEO to allocate additional contingency to the project from the Unforeseen Events Reserve.

Substantially Complete & Building Occupied

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

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. Project close-out pending resolution of open contracts.
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. Project close-out pending resolution of open contracts.

¹ Does not include expended contingency or contingency funds allocated for change orders, amendments



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

Reporting Period: March 2023

#	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 Data During the Reporting Period



Revisions to Project Charters

Reporting Period: March 2023

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

CONTRACTS EXECUTED REPORT/AMENDMENTS & CHANGE ORDERS REPORT



MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov
Managing Director, Program Operations

DATE: May 3, 2023

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

Contracts Executed Report

This report contains the activity of Contracts executed during the period March 1, 2023 through March 31, 2023.

Noteworthy Items during the reporting period:

- No activity during the reporting period.

Amendments & Change Orders Report

This report contains the activity of Amendments and Change Orders executed during the March 1, 2023 through March 31, 2023.

Noteworthy Items during the reporting period:

- 2 Professional Services Amendments were executed during the reporting period totaling \$104k, of the 2 executed amendments none required Board approval.
- 13 Construction Services Change Orders were executed during the reporting period totaling \$333k, of the 13 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

Amendments & Change Orders Report

Reporting Period: 3/1/2023 through: 3/31/2023

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 %
Professional Services													
Design Consultant													
City Of Orange Township	Orange H.S.	ES-0042-A01	5/5/2015	27	Kliment Halsband Architects LLP	3/28/2023	\$3,558,511	\$835,230	\$20,150			\$4,413,891	24.04%
Construction Management													
Millville	High School	ST-0046-M01	9/27/2017	1	GREYHAWK North America LLC	3/7/2023	\$3,255,000	\$0	\$84,100			\$3,339,100	2.58%
Professional Services													
\$104,250													
Construction Services													
Contractor													
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	238	Terminal Construction Corp.	3/1/2023	\$37,000,000	\$7,938,852	\$9,322			\$44,948,174	21.48%
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	241	Terminal Construction Corp.	3/1/2023	\$37,000,000	\$7,948,174	\$521			\$44,948,695	21.48%
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	242	Terminal Construction Corp.	3/16/2023	\$37,000,000	\$7,948,695	\$12,501			\$44,961,196	21.51%
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	243	Terminal Construction Corp.	3/16/2023	\$37,000,000	\$7,961,196	\$12,312			\$44,973,507	21.55%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	42	Niram Inc.	3/27/2023	\$18,645,000	\$1,288,112	\$3,670			\$19,936,782	6.92%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	11	Niram Inc.	3/31/2023	\$18,645,000	\$1,291,782	\$9,607			\$19,946,389	6.97%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	37	Niram Inc.	3/31/2023	\$18,645,000	\$1,301,389	\$5,599			\$19,951,988	7.00%
Newark	Roberto Clemente E.S.	EP-0110-C01	5/25/2021	3	Catcord Construction Co., Inc.	3/10/2023	\$768,800	\$28,257	\$17,866			\$814,923	5.99%
Newark	Roberto Clemente E.S.	EP-0110-C01	5/25/2021	4	Catcord Construction Co., Inc.	3/16/2023	\$768,800	\$46,123	\$13,334			\$828,257	7.73%
Vineland City	Vineland Senior H.S. South	EP-0085-C01	6/24/2015	6	Falasca Mechanical Inc.	3/16/2023	\$8,600,000	\$1,429,699	\$220,421			\$10,250,120	19.18%
Vineland City	Vineland Senior H.S. South	EP-0085-C01	6/24/2015	7	Falasca Mechanical Inc.	3/16/2023	\$8,600,000	\$1,650,120	\$118,164			\$10,368,284	20.56%
Vineland City	Vineland Senior H.S. South	EP-0085-C01	6/24/2015	9	Falasca Mechanical Inc.	3/16/2023	\$8,600,000	\$1,768,284	\$25,187			\$10,393,471	20.85%
Vineland City	Vineland Senior H.S. South	EP-0085-C01	6/24/2015	10	Falasca Mechanical Inc.	3/23/2023	\$8,600,000	\$1,793,471	(\$115,724)			\$10,277,747	19.50%
Contractor													
Construction Services													
\$332,780													

	Total Change Order Summary	Total Change Orders
Grand Totals	\$437,030	15

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

CONTRACT TERMINATIONS REPORT *(no activity)*

SETTLEMENT CLAIMS *(no activity)*

DIVERSITY AND WORKFORCE PARTICIPATION REPORT



MEMORANDUM

TO: Members of the Authority

FROM: J Manuel Castillo, Director – EEO/Affirmative Action & Vendor Services

DATE: May 3, 2023

RE: Diversity and Workforce Participation Monthly Update for February 2023

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

- SBE subcontracting goal of 25% of all contracts
- County workforce goals for minorities and females
- Local 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

During these meetings, our Team strongly encourages vendors to identify and hire minority-owned, female-owned and disabled veteran-owned firms, as well as locally based enterprises, for diverse business participation on all school building projects. Our Team provides vendors outreach strategies for them to analyze and utilize.

SMALL BUSINESS ENTERPRISE ATTAINMENT

The SDA regularly exceeds the State-mandated 25% SBE goal. The total SDA contract dollars awarded through February 28, 2023 was \$0. The total contract dollars awarded to all SBE contractors was \$0 (including minorities, females and veterans). This represents an initial participation of 0% of all SDA contracts awarded in calendar year 2023. Participation will continue to increase as the Prime contractor hires additional subcontractors/subconsultants throughout the lifecycle of the construction project.

Diversity Breakdown

Type of Business Enterprise	Contract Amount	% of Total SDA Contracts
Small Business Enterprises	\$ -0-	0.00%
Small/ Minority Business Enterprises	\$ -0-	0.00%
Small/Female Business Enterprises	\$ -0-	0.00%
Small/Minority/Female Owned Business Enterprises	\$ -0-	0.00%
Small/Veteran Owned Business Enterprises	\$ -0-	0.00%
Small/Disabled Veteran Owned Business Enterprises	\$ -0-	0.00%
TOTAL DIVERSITY CONTRACTS	\$ -0-	0.00%

WORKFORCE PARTICIPATION

For the month of February 2023, there was a contractor workforce of 402 on SDA projects. This represents a total of 35,145 contractor workforce hours. This is explained in more detail below:

Contractor Workforce Breakdown (All Trades/Districts/Counties)			
Ethnicity	Total Workforce	Total Workforce Hours	Workforce Hours Percentage
Black	23	2,079	5.92%
Hispanic	78	7,183	20.44%
American Indian	0	0	0.00%
Asian	1	136	0.39%
Total Minority Participation	102	9,398	26.74%
Total Non-Minority Participation	300	25,747	73.26%
Total Contractor Workforce	402	35,145	100.00%

There was a contractor workforce of 74,306 total workforce hours on SDA projects for the period of January 1, 2023 through February 28, 2023, which includes 2,297 total female workforce hours.

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

Local County Contractor Workforce Participation	Workforce Hours	Percentage
*Total Workforce Hours	74,306	100.00%
*Total Local County Workforce Hours	4,954	6.67%
Total Local County Non-Minority Workforce Hours	3,475	4.68%
Total Local County Female Workforce Hours	248	0.33%
Total Local County Minority Workforce Hours	1,479	1.99%
**Local County Workforce Hours by Ethnicity:		
Black	128	0.17%
Hispanic	1,351	1.82%
American Indian	0	0.00%
Asian	0	0.00%

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

**Ethnicity breakdown of Total Local County Minority Workforce Hours.

NOTE: Hours worked by female laborers who are minority are included in total number of hours worked by female laborers. Therefore, hours worked by female minority laborers are not included in the minority breakdown.

The following table represents contractor minority and female workforce for all SDA active Capital Projects and all active and completed Emergent Projects for the period of January 1, 2023 through February 28, 2023.

SDA Managed Project	Total Workforce Hours	Minority Workforce Hours & Percentage		Local County Workforce Hours & Percentage	
Millville HS	5,188	862	16.62%	114	2.20%
Orange HS	699	234	33.48%	82	11.73%
Perth Amboy HS	56,746	16,381	28.87%	4,951	8.72%
Plainfield ES	11,471	2,051	17.88%	55	0.48%
Emergent Projects	114	16	14.04%	0	0.00%

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

REGULAR OPERATING DISTRICTS (RODs) ACTIVITY REPORT

MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov
Managing Director, Planning and Program Operations

DATE: May 3, 2023

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

This report summarizes the Regular Operating District Grant activity from inception to date and for the month of March 2023. Also included is a detailed list of grants executed and grants offered during the reporting period if applicable.

Monthly Update:

- No grants were offered during the reporting period.
- No grants were executed during the reporting period.
- Six grants impacting two district were closed out during the reporting period representing total project costs of \$2.8M and state share of \$1.8M.
- 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.

ROD Grant Summary Since Program Inception				
	Offered ¹	Executed	Closed-Out	Active
Districts Impacted	-	524	520	48
Number of Grant Projects	-	5,404	5,219	185
Total Project Cost Estimate	\$ -	\$ 8,940,302,461	\$ 8,798,523,421	\$ 141,779,040
Grant Amount	\$ -	\$ 3,000,371,998	\$ 2,932,327,568	\$ 68,044,430
Amount Disbursed	N/A	\$ 2,953,269,229	\$ 2,932,327,568	\$ 20,941,660

Total Funding Offered to School Districts via Grant Program	\$ 3,342,209,450
Total ROD Grant Funding remaining for new Grant Projects	\$ 475,571,193

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	-	2
Number of Grant Projects	-	6
Total Project Cost Estimate	\$ -	\$ 2,836,352
Grant Amount	\$ -	\$ 1,803,764
Amount Disbursed	NA	\$ 1,803,764

* 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



MEMORANDUM

TO: Members of the Authority

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

DATE: May 3, 2023

RE: Monthly Financial Report – March 2023

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

For March 2023 year to date, Authority operating expenses, **\$5.0M**, are **\$792K** lower than budget for the corresponding period. This variance is attributable to lower personnel costs as compared to budget, **\$513K**, partially offset by a lower payroll and benefits expense allocation to project costs, **\$255K**, and lower professional & other contracted services, **\$248K**.

The full time employee (FTE) headcount is 129 as of March 31, 2023. This total represents a 9 FTE decrease in comparison to the year to date budget.

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

For March 2023 year to date, Authority operating expenses, **\$5.0M**, are **\$247K** lower when compared to the corresponding prior year.

The current number of FTEs, 129, is down 14 FTEs as compared to the corresponding prior year.

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

For March 2023 year to date, project expenditures, **\$99.9M**, are **\$1.4M** higher than the capital spending forecast for the corresponding period. This variance is due to the acquisition of a school facility, **\$15M**, offset by decreased spending in construction activity, **\$8.2M**, grant activity **\$3.8M**, and project insurance, **\$716K**.

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

For March 2023 year to date, project expenditures **\$99.9M**, are lower by **\$5.1M**, when compared to the corresponding prior year. This variance is related to a decrease in spending for school furniture & equipment, **\$8.0M**, construction work, **\$6.5M**, and

Members of the Authority

May 3, 2023

Page 2

grant activity, **\$5.3M**, offset by the acquisition a school facility, **\$15M**.

Other

Since program inception, 79.7% of the funds authorized for the SDA Districts have been disbursed. Additionally, since program inception, 96% of all SDA disbursements relate to school facility projects and 4% relate to operating expense.

The estimated value of active school facilities, capital, emergent and ROD grant projects is approximately \$1.2B.

Attachment

New Jersey Schools Development Authority
Monthly Financial Report
March 2023
(Unaudited)

New Jersey Schools Development Authority

Overview of Financial Position

March 31, 2023

To: The Audit Committee

From: Sherman E. Cole, Controller

The information contained in this monthly financial report is for the period as of, and for the year-to-date ending, March 31, 2023.

► Overall **Cash and Cash Equivalents** have decreased by \$101.5 million to \$301.3 million, as follows:

■ Receipt of bond and note proceeds (Issued by EDA)	\$	-
■ Appropriation from State		-
■ Investment earnings		3,662,389
■ Miscellaneous revenue		16,640
■ Project costs		(99,868,268)
■ SDA operating expenses		(5,450,577)
■ SDA capital expenditures		-
■ Deposits (primarily district local shares)		133,324
Net Change in Cash		\$ (101,506,492)

► **Prepaid Expenses** total \$552,014 as follows:

- Prepaid insurance of \$452,263.
- Prepaid security deposit of \$55,798 for the Authority's flexible spending accounts.
- Prepaid MIS maintenance service contracts of \$41,805.
- Other prepaids of \$2,148.

► **Capital Assets** total \$882,892 (net of accumulated depreciation of \$7,149,416), consisting of leasehold improvements (SDA office), and capitalized software, equipment, furniture and fixtures in support of SDA operations. Depreciation on capital assets is generally calculated using the straight-line method over the life of each asset. For the year to date, **Capital Expenditures** are \$0 and **Depreciation Expense** is \$134,757.

► **Accrued Liabilities** total \$84.1 million, as follows:

- Accrued project costs of \$19.1 million consisting of unpaid invoices (\$1.7 million) and retainage (\$17.4 million). Project-related lease liabilities are \$1.1 million.
- Net pension liability of \$25.0 million.
- Other post-employment benefits obligation of \$30.3 million.
- Pollution remediation obligations (PRO) under GASB 49 net to \$2.1 million (PRO liability \$2.1 million, offset by expected cost recoveries of \$0.0 million).
- Estimated liability for loss contingencies totaling \$3.6 million.
- Payroll related liabilities of \$1.4 million.
- Other accrued liabilities of \$1.5 million, including non-project lease liabilities of \$1.2 million.

► **Deposits** total \$8.1 million, as follows:

- \$8.1 million is held for local share agreements (pass-through item).

► The Authority's **Net Position** at month end is \$188.9 million.

New Jersey Schools Development Authority

School Facilities Project Expenditures & Funding Allocation

March 31, 2023

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

- During the current year to date, the SDA has received \$0.0 million in bond/note proceeds & \$0.0 million in appropriations. The total amount received since program inception is \$12.2 billion.
- Project expenditures for the month and year-to-date periods total \$24.5 million and \$99.9 million, respectively, as follows:

<u>Category</u>	<u>Current Month</u>	<u>Year-To-Date</u>	<u>Since Inception</u>
Construction	\$ 12,165,324	\$ 34,108,435	\$ 5,697,955,547
Design Services	8,510	593,009	413,548,503
PMF/CM Services	370,282	890,830	480,382,785
SDA Project Management	1,300,558	2,527,232	133,611,028
Property Acquisition, Relocation & Enviro	122,791	15,360,894	601,679,287
School Furniture, Fixtures & Equipment	54,596	242,992	236,470,986
Project Insurance	177,415	(17,476)	114,582,492
NJ State Inter-Agency Transfers	-	289,570	53,365,969
SDA District Grant & Funding Agreements	7,903,220	33,506,580	971,225,646
Regular Operating District Grant Agreements	2,318,391	12,104,965	2,998,397,601
Real-Time Project Audits	23,823	63,119	1,127,796
Property Management, Maintenance & Utils	14,997	83,686	19,216,713
Outside Legal & Claims Resolution Services	14,218	41,575	12,285,855
Temporary Staffing	-	8,930	10,735,369
Other Project Costs	1,973	63,927	62,504,454
Project Credits	-	-	(54,902,944)
Total Project Expenditures	24,476,098	99,868,268	11,752,187,087
Less: Local Share Contributions	-	-	(185,112,439)
Project Expenditures (State Share)	\$ 24,476,098	\$ 99,868,268	\$ 11,567,074,648
2023 Capital Spending Forecast	\$ 23,583,291	\$ 98,471,377	

Allocations Since Program Inception

► **All Funding Sources & Expenditures**

- SDA Districts
- RODs Incl Vo-Tech Schools
- Total - State Share

	<u>All Sources</u> ¹	<u>Total Funding</u> ²	<u>Paid to Date</u> ³
SDA Districts	\$ 10,750,000,000	\$ 10,884,587,129	\$ 8,668,145,009
RODs Incl Vo-Tech Schools	4,000,000,000	4,054,838,808	3,425,778,415
Total - State Share	\$ 14,750,000,000	\$ 14,939,425,937	\$ 12,093,923,424

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

- SDA Districts 79.6%
- RODs Incl Vo-Tech Schools 84.5%
- Total - State Share 81.0%

1 Of the \$14.8 billion authorized for the school construction program (including bond funds & appropriations), \$12,197,702,648 has been received to date.

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

3 These amounts include the allocation of SDA operating expenses and capital expenditures totaling \$526,848,776.

New Jersey Schools Development Authority
Fund Reporting Operating Expenses vs Budget
March 31, 2023

<u>Category</u>	<u>Actual</u>	<u>Budget</u>	<u>Over/</u>
	<u>Year-To-Date</u>	<u>Year-To-Date</u>	<u>(Under)</u>
Personnel Expenses:			
Employee Salaries	\$ 3,075,628	\$ 3,453,222	\$ (377,594)
Employee Benefits	3,298,139	3,425,708	(127,569)
Direct Hire Temporary Employee Costs	4,038	12,111	(8,073)
Total Employee Salaries & Benefits Costs	6,377,805	6,891,041	(513,236)
<u>Less:</u> Employee Salaries & Benefits Costs			
Charged to Projects	2,527,232	2,781,887	(254,655)
Salaries & Benefits Charged to Operating Expense	3,850,573	4,109,154	(258,581)
Temporary Staffing Services	-	37,500	(37,500)
Travel & Expense Reimbursements	1,870	7,725	(5,855)
Training & Professional Development	11,111	23,700	(12,589)
Total Personnel Expenses	3,863,554	4,178,079	(314,525)
Non-Personnel Operating Expenses:			
Facilities & General Office Expenses	524,346	585,624	(61,278)
Information Systems	406,828	489,447	(82,619)
Professional & Other Contracted Services	15,054	262,650	(247,596)
Property & Casualty Insurance	126,170	138,345	(12,175)
SDA-Owned Automobiles	25,137	85,001	(59,864)
Communications & Outreach	-	999	(999)
Reserve for Unforeseen Events & New Initiatives	-	12,501	(12,501)
Total Authority Operating Expenses	\$ 4,961,089	\$ 5,752,646	\$ (791,557)

2023 Annual Operating Budget

\$ 15,910,844

New Jersey Schools Development Authority

Fund Reporting Operating Expenses vs Prior Year

March 31, 2023

<u>Category</u>	<u>Actual</u> <u>Year-To-Date</u>	<u>2022</u> <u>Year-To-Date</u>	<u>Over/</u> <u>(Under)</u>
Personnel Expenses:			
Employee Salaries	\$ 3,075,628	\$ 3,274,639	\$ (199,011)
Employee Benefits	3,298,139	3,359,203	(61,064)
Direct Hire Temporary Employee Costs	4,038	-	4,038
Total Employee Salaries & Benefits Costs	6,377,805	6,633,842	(256,037)
Less: Employee Salaries & Benefits Costs Charged to Projects	2,527,232	2,534,975	(7,743)
Salaries & Benefits Charged to Operating Expense	3,850,573	4,098,867	(248,294)
Temporary Staffing Services	-	-	-
Travel & Expense Reimbursements	1,870	3,824	(1,954)
Training & Professional Development	11,111	10,587	524
Total Personnel Expenses	3,863,554	4,113,278	(249,724)
Non-Personnel Operating Expenses:			
Facilities & General Office Expenses	524,346	531,640	(7,294)
Information Systems	406,828	369,166	37,662
Professional & Other Contracted Services	15,054	66,699	(51,645)
Property & Casualty Insurance	126,170	113,213	12,957
SDA-Owned Automobiles	25,137	14,411	10,726
Communications & Outreach	-	-	-
Reserve for Unforeseen Events & New Initiatives	-	-	-
Total Authority Operating Expenses	\$ 4,961,089	\$ 5,208,407	\$ (247,318)

New Jersey Schools Development Authority

Employee Headcount

March 31, 2023

	<u>Current</u> <u>Month End</u>	<u>Budget</u>	<u>Over/</u> <u>(Under)</u>
Office of Chief Executive Officer	2	2	-
Human Resources	3	4	(1)
Vacant Positions	0	0	-
Communications	3	3	-
Legislative Affairs	1	1	-
EEO/AA & Vendor Services	4	4	-
Office of Program Operations & Strategic Planning	0	1	(1)
Capital Planning & Program Operations	10	10	-
Design Studio	10	12	(2)
Grants Administration	6	7	(1)
Real Estate Services & Predevelopment	2	2	-
Office of Construction Operations	0	0	-
Project Teams	20	22	(2)
Office of Corporate Governance & Legal Affairs	4	4	-
Chief Counsel	7	7	-
Information Systems	11	12	(1)
Central Records Management	3	3	-
Safety	4	5	(1)
Internal Audit	2	2	-
Office of Chief Financial Officer	1	1	-
Financial Operations	7	7	-
Financial Accounting & Disbursements	11	11	-
Procurement	10	10	-
Risk Management	3	3	-
Facilities	5	5	-
Total Full-Time Employees at Month End	<u>129</u>	<u>138</u>	<u>(9)</u>
 Total Full-Time Employees at Year End		<u>150</u>	

New Jersey Schools Development Authority

Statement of Net Position

March 31, 2023

	<u>Current</u> <u>Month End</u>	<u>2022</u> <u>Year End</u>	<u>Over/</u> <u>(Under)</u>
ASSETS			
Cash and Cash Equivalents	\$ 301,324,897	\$ 402,831,389	\$ (101,506,492)
Receivables	725	739	(14)
Prepaid Expenses	552,014	127,272	424,742
Lease Assets, net of accumulated amortization	2,262,367	2,262,367	-
Capital Assets, net of accumulated depreciation	882,892	1,017,648	(134,756)
Total Assets	305,022,895	406,239,415	(101,216,520)
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Amount for Pensions & OPEB	7,890,061	10,349,164	(2,459,103)
TOTAL ASSETS & DEFERRED OUTFLOWS OF RESOURCES			
	\$ 312,912,956	\$ 416,588,579	\$ (103,675,623)
LIABILITIES			
Accrued Project Costs	\$ 25,907,202	\$ 48,377,317	\$ (22,470,115)
Net Pension Liability	25,006,500	25,006,500	-
Accrued Other Post-Employment Benefits	30,335,135	30,107,704	227,431
Other Accrued Liabilities	2,885,890	5,409,755	(2,523,865)
Deposits	8,119,736	7,986,412	133,324
Total Liabilities	92,254,463	116,887,688	(24,633,225)
DEFERRED INFLOWS OF RESOURCES			
Deferred Amount for Pensions & OPEB	31,718,760	31,718,760	-
NET POSITION			
Invested in Capital and Lease Assets	3,145,259	3,280,015	(134,756)
Restricted for Schools Construction:			
Special Revenue Fund	185,794,474	264,702,116	(78,907,642)
Net Position	188,939,733	267,982,131	(79,042,398)
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES & NET POSITION			
	\$ 312,912,956	\$ 416,588,579	\$ (103,675,623)

New Jersey Schools Development Authority
Statement of Activities
March 31, 2023

	<u>Current</u> <u>Year-To Date</u>	<u>2022</u> <u>Year-To Date</u>	<u>Over/</u> <u>(Under)</u>
REVENUES			
Program Revenues:			
Bond and Note Proceeds (Issued by EDA)	\$ -	\$ -	\$ -
Appropriation from State	-	-	-
Bidding Fees-Plans & Specs	-	-	-
General Revenues:			
Investment Earnings	3,662,389	164,325	3,498,064
Rental Income	4,800	2,000	2,800
Other Revenue-OPRA	11,840	10,984	856
Total Revenues	<u>3,679,029</u>	<u>177,309</u>	<u>3,501,720</u>
EXPENSES			
Administrative & General Expenses	5,188,518	5,439,500	(250,982)
Capital Depreciation	134,757	137,482	(2,725)
School Facilities Project Costs	77,398,152	73,448,531	3,949,621
Total Expenses	<u>82,721,427</u>	<u>79,025,513</u>	<u>3,695,914</u>
CHANGE IN NET POSITION	(79,042,398)	(78,848,204)	(194,194)
Beginning of Period Net Position	<u>267,982,131</u>	<u>483,103,647</u>	<u>(215,121,516)</u>
NET POSITION END OF PERIOD	<u>\$ 188,939,733</u>	<u>\$ 404,255,443</u>	<u>\$ (215,315,710)</u>

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