

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD MEETING  
WEDNESDAY, FEBRUARY 7, 2024 AT 9:00 A.M.  
32 E. FRONT STREET, TRENTON, NJ  
JOSEPH A. MCNAMARA 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 January 3, 2024
  - b. Board Executive Session Meeting Minutes of January 3, 2024
  - c. 2024 Organizational Meeting Minutes of January 3, 2024
- 4. AUTHORITY MATTERS**
  - a. CEO Report
  - b. Chairman's Report
- 5. REPORT AND RECOMMENDATIONS OF THE AUDIT COMMITTEE (CHAIRMAN'S REPORT)**
  - a. Owner Controlled Insurance Program (OCIP V) Administration Services GP-0294-R01
- 6. REPORT AND RECOMMENDATIONS OF THE SCHOOL REVIEW COMMITTEE (CHAIRMAN'S REPORT)**
  - a. Planning Project Charter – Camden Public School District – New East Side High School Replacement
  - b. Planning Project Charter - Newark Public School District – New University High School
  - c. Planning Project Charter - Passaic City Public School District – New Passaic High School No. 12 Replacement
  - d. Company Name: Terminal Construction Corporation/ Dinallo Construction Corporation  
District: Perth Amboy  
Contract No: ET-0099-B01  
CM: Anser Advisory  
School Name: Perth Amboy High School  
Change Order No.: 20  
Reason: Credit for IT Switches, WAPs and Integration  
Amount: (\$701,359.00)  
Original Contract Amount: \$247,950,000.00  
Contract Status: 91.42% Paid to Date against the Current Contract Value  
Anticipated Completion Date: May 2024
  - e. Company Name: Delric Construction Co., Inc.  
District: Union City  
Contract No.: EP-0121-C01  
PMF/CM: NJSDA

Name: Emerson Middle School  
Change Order No.: 1  
Reason: Necessary Project Scope Increase for Roof Replacement and Stucco Repairs  
Amount: \$1,156,424.55  
Original Contract Amount: \$2,046,868.00  
Contract Status: 12 % Paid to Date against the Current Contract Value  
Anticipated Completion Date: November 2024  
Approval of Final Project Charter and Release of Funds from Program Reserve

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

- a. Extension of the Lease between NJSDA and Housing Authority of the City of Union City regarding the Premise located at 519-521 Summit Avenue, Union City, NJ, Block 19, Lot 9 – **INFORMATIONAL**

**8. 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 (*no report*)
  - xi. Design Contract De-Obligations Report (*no activity*)

**9. EXECUTIVE SESSION**

- Lease between NJSDA and Housing Authority of the City of Union City for property located at 519-521 Summit Avenue, Union City for Block 19, Lot 9 – **INFORMATIONAL**
- Litigation/Contract Matter(s) – OPMA Exemption N.J.S.A. 10:4-12b (7)  
CCD Report (*no activity*)
- Request for a motion to close Executive Session and return to public meeting

**10. REQUEST MOTION TO ADJOURN PUBLIC MEETING**

**11. ADJOURNMENT**

**APPROVAL OF MEETING MINUTES**

**January 3, 2024 Open Session Minutes**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, JANUARY 3, 2024**

A meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, January 3, 2024 at 9:07A.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  
Michael Maloney, Public Member  
    Mario Vargas, Public Member

being a quorum of the Members. Mr. Moore, Mr. Piaia and Mr. Vargas participated in the meeting by teleconference.

At the Chairman's request, Manuel Da Silva, chief executive officer; Donald Guarriello, vice president and chief financial officer; Janice Venables, vice president and assistant secretary; Albert Barnes, chief counsel of the SDA, Sean Murphy, director and Edye Maier, director participated in the meeting. Alexis Franklin of the Governor's Authorities Unit (GAU) also participated in the meeting by teleconference.

## ***Pledge of Allegiance***

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

The meeting was called to order by Mr. Nixon, who requested that Ms. Venables read the requisite notice of the meeting. Ms. Venables announced that the meeting notice had been sent to the *Trenton Times* and *Star-Ledger* at least 48 hours prior to the meeting, and was duly posted on the Secretary of State's bulletin board at 225 West State Street in Trenton, New Jersey and on the SDA Website. Ms. Venables then conducted a roll call and indicated that a quorum of the Members of the Board were present.

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

The Chairman presented for consideration and approval the minutes of the Board's December 6, 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. Burgos and seconded by Mr. Maloney, the Open Session minutes of the December 6, 2023 SDA Board meeting were approved with the Members' unanimous vote in favor of the resolution attached hereto as ***Resolution 3a***.

Mr. Nixon then presented for consideration and approval the minutes of the Board's December 6, 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. Piaia, the Executive Session minutes of the December 6, 2023 SDA Board meeting were approved with the Members' unanimous vote in favor of the resolution attached hereto as ***Resolution 3b***.

## ***Authority Matters***

## *CEO's Report*

Next, Mr. Nixon asked Mr. Da Silva for the report of the CEO. Mr. Da Silva said that he appreciated the trust and opportunity to lead the Authority for another year. He said that he loves his job and the Authority's mission. Mr. Da Silva then provided an update on design-build project. He advised that the Passaic (District) Dayton Avenue Educational Campus project is completed and that the School now belongs to the District. He advised that for the Perth Amboy High School project, the Department of Community Affairs (DCA) elevator inspections are ongoing. He added that the Department of Health inspections are also ongoing. He said that the HVAC equipment commissioning and IT integration continues with furniture scheduled for installation next month. He advised that the District is planning to have a ribbon cutting in May. He noted that he will provide the Members with the date and time of the event. He added that management will be scheduling tours of the school for the Members and SDA staff. Moving on, Mr. Da Silva advised that at the Union City New Grade 7-9 School project, structural steel erection is wrapping up while slab-on-decks are being installed. He noted that the building enclosure design documents are into DCA for release. Mr. Da Silva then reported on design/bid/build projects in construction beginning with Orange Cleveland Street Elementary School. He said that site work is complete and ready for the winter months. He said that the boilers and fan coil units installation are underway with delivery of window and rooftop units projected for later this month. He advised that this school will be completed this year. Mr. Da Silva advised that projects in the procurement stage are moving forward. He said that the Garfield New Elementary School project kick off meeting is set for tomorrow. He noted that the bids were opened December 12, 2023 for the Elizabeth New Elementary School project with the low bid being \$5,855,000. He noted that the award recommendation is on today's agenda.

Turning to Authority events, outreach and other activities, Mr. Da Silva informed the Members that the SDA held a beam signing ceremony last month to celebrate the progress of the new Union City Grade 7-9 School project. He thanked Rob Nixon, who was in attendance. He noted that Noah Mathis, a middle school student, was the highlight of the event saying that Noah's remarks highlighted his excitement for the new school and served as a reminder to all those present, of how impactful these new facilities are for the students.

Lastly, Mr. Da Silva noted that while December is supposed to be joyous, and a time to look forward to a new year, it is with great sadness that he has to report the passing of Bob Ryan, a colleague and friend. He said that Bob loved life, traveling and the mission of this Authority. He said that Bob's leaves behind his wife, daughter and brother. He said that Bob was a hard worker and spoke many times before this Board. Mr. Da Silva said that Bob will be greatly missed and was our Santa Claus.

At this time, Mr. Murphy advised that the awardee for the Elizabeth New Elementary School project is USA Environmental Management Inc. (USA).

Mr. Nixon encouraged the Members to clear their schedules to attend SDA public events. He said that the excitement of the community is amazing noting that at Union City the Junior Marine Corp with all their colors packed the street. He noted how excited he is to see the Perth Amboy Project. Mr. Da Silva noted that there will be a couple of tours scheduled to accommodate everyone. He lauded the Project team and noted that with the size of the Project the tour could take up to a half day. Ms. Maier advised that the Perth Amboy tours would take place around April of this year.

### ***Audit Committee***

Mr. Nixon, as Audit Committee Chairman, reported that the Audit Committee met on December 18, 2023, at which time management provided the Committee with the November



2023 New Funding Allocation and Capital Plan Update. He reported a \$200,000 decrease in the 2011 Emergent Projects Reserve balance due to Board approval of additional funding for the Irvington Grove Street School boiler replacement and HVAC repair emergent project. He advised that there were no changes in any of the other SDA reserve balances during the reporting period. He reported that the reserve balance for the Regular Operating Districts increased by \$100,000 during the reporting period due to a reduction in state share for grant projects nearing completion.

Next, Mr. Nixon provided the Board with an overview of the November 2023 Monthly Financial Report. He advised the Members that the Authority's operating expenses (Actual vs. Budget) for the year-to-date period total approximately \$11.5 million, down \$3.4 million as compared to the budget for the corresponding period. He explained that this variance is largely attributable to lower employee salary and benefit costs, professional & other contracted services, information systems and facility and general office expenses offset by lower than projected expense allocations to project costs. He reported that the current full time employee (FTE) headcount is 130 as of November 30, 2023, representing a 20 FTE decrease in comparison to year-to-date budget headcount. Mr. Nixon then said that school \$232.2 million, down approximately \$23.6 million as compared to the capital spending forecast for the corresponding period. He advised the Members that this variance is due to costs associated with construction work, grant agreements, design services, project insurance, construction management services and lower payroll and benefits expense allocation to project costs. He said that this variance is partially offset by an increase in the acquisition costs associated with the purchase of a school facility. Mr. Nixon then reported that project expenditures (Actual vs. Prior Year Actual), at \$232.2 million, are \$25.1 million lower when compared to the corresponding prior year period. He advised that this variance is the result of a decrease in expenditures for construction work,

grant activity, school furniture and equipment purchases, and construction management services, partially offset by property acquisition costs, project insurance, design services and payroll benefits allocation to project costs. Mr. Nixon said that, since program inception, 80.4% of the funds authorized for the SDA districts have been disbursed. Additionally, he noted that 96% of all SDA disbursements relate to school facilities projects, while 4% relate to operating expenses. He advised that the estimated value of active school facilities capital projects, along with emergent and regular operating district grant projects, is approximately \$1.55 billion

Next, Mr. Nixon advised the Board that management presented the Committee with one matter for consideration for Board action. Referencing a memorandum that was distributed to the Members in advance of the meeting, he said that management and the Committee request approval for the ratification of extension of a contract for network, hardware and software support services. He explained that the Operating Authority of the SDA requires that the Members of the Board authorize and approve the award of contracts for certain professional goods and services. He said that in order to avoid critical systems failures that lead to excessive network or extended system outages, the SDA has long retained the services of a firm to provide critical network, hardware and software maintenance services, including on-site technical support and consulting services (Services). Mr. Nixon reminded the Members that at the October 2020 Board Meeting the Members approved the award of a contract for these services to Stellar Services. He noted that the initial contract term was for 3 years beginning on November 9, 2020 and expiring on November 9, 2023 including a 1-year extension to be exercised at the sole discretion of the Authority. He said that the total compensation for the 3-year term and 1-year extension was for a not-to-exceed amount of \$1,000,000. He advised that to-date \$218,000 or 21.8% has been spent under the contract. He said that it has become necessary to for the Authority to extend the contract for the Services due to the need to ensure continuity of on-call

services for the protection and support of SDA's computer networks, hardware and software. Mr. Nixon said that management and the Committee recommends the ratification of the 1-year extension of the contract for the Services with Stellar Services commencing on November 9 2023 and terminating on November 9, 2024 for the total contract not-to-exceed value of \$1,000,000.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Luckie, and seconded by Mr. Capo the Board authorized management to approve the ratification of extension of the Stellar Services contract commencing on November 9, 2023 and terminating on November 9, 2024 for the total contract not-to-exceed value of \$1,000,000 with its unanimous vote in favor of ***Resolution 5a***.

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

The Chairman then asked Mr. Luckie to provide the report of the School Review Committee. Mr. Luckie said that the School Review Committee met on December 18, 2023 and advanced four items for Board consideration today. He said management is seeking Board approval for a proposed award for demolition and early site preparation for the Elizabeth New Elementary School project (Project or School). He reported that School which will replace the Joseph Battin Elementary School, is planned to be a new approximately 142,000 square foot facility for 973 students in grades Pre-K to 8 on the approximately 2.21-acre site. He advised that on November 2, 2022, the Members approved a preliminary project charter for the Project. He said that in preparation for the design and construction of the new school, the SDA seeks to engage a contractor to perform demolition of the existing Battin Elementary School and limited site restoration activities. He said that the package for the required services was advertised beginning on September 29, 2023, and upon completion of a competitive procurement process, the responsive low bidder was USA. He added that following a review, USA confirmed that its

price proposal is inclusive of all scope elements contained in the contract documents. Mr. Luckie advised that management now requests and recommends that the Members approve the award of a contract in the amount of \$5,855,000, inclusive of SDA-established Allowances totaling \$875,000, to USA to perform demolition of the existing school and limited site restoration activities, in preparation for the delivery of the Project. He noted that SDA construction operations director and financial operations director have recommended award of the contract to USA. He said that management expects to advertise in the second quarter of 2024 for design-build services for delivery of the Project. He added that prior to execution of the contract, the contract and related documentation will be reviewed and approved by the Division of Chief Counsel.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Burgos and seconded by Mr. Capo, the Board approved award for demolition and early site preparation for the Elizabeth New Elementary School project with its unanimous vote in favor of ***Resolution 6a***.

Next, Mr. Luckie said that management is seeking Board approval of Change Order (CO) No. 1, final project charter, release of funds from program reserve and re-establishment of contract value for the Newark Salome Urena Elementary School project (Project or School). He said that the Project includes necessary and emergent masonry repointing and replacement at the School, which serves 368 students in grades Pre-K through 8. He added that in February 2022 the SDA engaged Van Note Harvey Associates for the performance of initial project scope development services to address these conditions. He reported that at the conclusion of project scope development services, the SDA advanced the Project through the engagement of a general contractor (GC) utilizing the SDA's General Construction Services Task Order Contract (GCTO), and required the GC to engage the services of a design consultant to complete needed

design services. He advised that the contract was issued to Integrated Construction Enterprises (ICE) utilizing the GC Services Task Order (GC Task Order) Contract with design. He informed the Members that the original award for this engagement was based upon Integrated Construction Enterprises' (ICE) review of the Request for Proposal scope documents presented at the time of bid by the SDA. Based upon ICE's development of the design, schedule for construction and the refinement of scope, along with the establishment of expectations for the timing of material delivery and considering building accessibility, the contract amount originally allocated for the Project is determined to be insufficient.

Mr. Luckie further explained that CO No. 1, with a proposed amount of \$101,791 is required to provide the amount equal to the differential in cost between the original contract amount allocated for construction and the actual finalized, negotiated and agreed upon construction cost required to effect the masonry repointing and replacement work. He noted that if approved, the proposed adjusted contract price for ICE to address the Project, inclusive of CO No. 1, will total \$415,460. He said that SDA staff has determined that the revised contract value, inclusive of this change order, represents the true value of the work necessary to implement the masonry repointing and replacement Project. He advised that the contract amount for ICE, which is \$415,460, inclusive of CO No. 1, and the design costs, construction costs, contingencies, allowances, SDA staff and other costs is estimated at a value in the amount of \$744,729. He said for the reasons set forth in the memorandum presented to the Board, it is also now necessary to revise the Project's final charter and provide the increased funding necessary to ensure that sufficient funds exist to support completion of the Project. He noted that the additional funding provided by CO No. 1 will support completion of the remaining work inclusive of staff and contingency costs. He said that management has determined that the adjusted contract value, inclusive of CO No. 1 totaling \$415,460 is the appropriate baseline for the on-going application

of Operating Authority requirements to the Project and recommends the Members' approval of the same. He advised that SDA management will again seek Board approval should future change orders individually exceed \$500,000, or singularly or in the aggregate exceed 10% of the reestablished contract amount. He noted that, it is further necessary to release the sum of \$256,060 from the SDA Program Reserve for emergent projects, as the total Project budget is \$744,729 and prior funding was approved in the amount of \$488,729, leaving a difference of \$256,060.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Burgos and seconded by Mr. Vargas the Board approved change order No. 1, final project charter, release of funds from program reserve and re-establishment of contract value for the Newark Salome Urena Elementary School project with its unanimous vote in favor of ***Resolution 6b.***

Finally, Mr. Luckie said that management is seeking Board approval for Preliminary Charter for the Pleasantville New Decatur Avenue Elementary School project (Project or School). He said that at the April 6, 2022 meeting of the Authority's Board of Directors, the Members approved the SDA's 2022 Strategic Plan Update and Capital Plan (Plan). He explained that the Plan identified the need for an elementary school project for the Pleasantville Public School District to address overcrowding and provide capacity for approximately 600 students. He reported that as proposed, the Project would be constructed on the existing Decatur Avenue Elementary School site which has been vacant for several years as it is in an unsuitable condition to continue to be utilized as a school facility. He said that SDA staff, working with District representatives and the Department of Education reviewed and validated District needs and has identified a Project scope to address those needs. He advised that based on that review, the recommended Project scope calls for the construction of an approximately 91,000 square foot

new school facility which will provide capacity to educate approximately 600 students in grades Pre-K to 5, and will fully address District capacity needs in grades Pre-K to 5. Mr. Luckie noted that management is also seeking Board approval of a preliminary project charter which details Project advancement recommendations including estimated project costs and schedules for Project completion. He explained that the estimated cost of \$65.8 million for the Project reflected in the charter includes all estimated costs necessary for advancement of the planned Project scope, with costs based upon the application of planning estimates to the current anticipated Project scope. He added that SDA management also recommends that the Members approve the preliminary project charter as proposed, authorizing SDA management to procure the professional and construction services necessary to advance this Project.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Burgos and seconded by Mr. Piaia, the Board for preliminary charter for the Pleasantville New Decatur Avenue Elementary School project with its unanimous vote in favor of ***Resolution 6c.***

### ***Public Comments***

The Chairman opened the Public Comments portion of the meeting. Mr. Nixon recognized Nikki Baker of Healthy Schools Now (HSN). Ms. Baker wished everyone a happy new year and thanked the Members and SDA for all they do. She said she was very happy to hear about schools being finished and requested that she be included, “if not a conflict of interest”, in any invitations to tour newly completed schools. Ms. Baker noted how pleased she was to hear of the students’ excitement about their new schools.

Mr. Nixon then asked for a motion to adjourn the Open Session of the meeting into Executive Session. He asked Ms. Venables to announce the matters to be considered by the Board in Executive Session. Ms. Venables advised that, the Board will adjourn into Executive Session to

discuss a proposed recommendation for final settlement of cost recovery litigation relating to the Paterson International High School project. She said that the Board will vote on these matters upon its return to Open Session.

Upon motion by Mr. Capo and seconded by Mr. Maloney the Board unanimously voted to approve ***Resolution No. 8.*** and thereby adjourn the Open portion of the meeting into Executive Session.

Following the Board's return to Open Session, Mr. Luckie announced that in Executive Session the Board had discussed management's and the School Review Committee's recommendation for final settlement of cost recovery litigation relating to the Paterson International High School project.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Vargas and seconded by Mr. Burgos the Board, approved the final settlement of cost recovery litigation relating to the Paterson International High School project with its unanimous vote in favor of ***Resolution 6d.***

### ***Adjournment***

There being no further business to come before the Board, upon motion by Chairman Nixon 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 3, 2024 meeting.

*/s/Janice Venables*  
Assistant Secretary

***Resolution—3a./3b.***

**Approval of Minutes**

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

**WHEREAS**, pursuant to Section 3(k) of P.L. 2007, Chapter 137, the minutes of the January 3, 2024 Board meeting of the New Jersey Schools Development Authority, for the Open and Executive Sessions 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 January 3, 2024 Open and Executive Session meetings are hereby approved.

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

Dated: Februray 7, 2024

**2024 Organizational Meeting Minutes of January 3, 2024**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
2024 ORGANIZATIONAL BOARD OF DIRECTORS MEETING  
32 EAST FRONT STREET, TRENTON, NEW JERSEY  
BOARD ROOM  
WEDNESDAY, JANUARY 3, 2024**

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 3, 2024 at 9:00 a.m.

Participating were:

Robert Nixon, Chairman

Juan Burgos (EDA)

Kevin Luckie (DCA)

Bernard Piaia (DOE)

David Moore (Treasury)

John Capo

Michael Maloney

Mario Vargas

being a quorum of the Members. Mr. Moore, Mr. Piaia and Mr. Vargas participated by teleconference.

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

The Chairman of the Board, Mr. Nixon, called the meeting to order. He wished everyone a happy new year and thanked the Board Members and staff for their hard work and dedication to the mission of the SDA throughout the year.

Next, Mr. Nixon welcomed the Members, SDA staff and the public to the SDA's 2024 Annual Organizational meeting.

The Chairman requested that Ms. Venables read the requisite notice of the meeting. Ms. Venables 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 225 West State Street in Trenton, New Jersey and on the SDA Website. Ms. Venables then conducted a roll call and indicated that a quorum of the Members of the Board were present.

Mr. Nixon 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 2024. He then identified the individuals put forward for Board consideration and the positions in which they would serve: 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—Janice Venables. As was noted in the materials provided to the Board, the position of Assistant Secretary, a staff position, also is responsible for all Authority corporate governance and compliance responsibilities.

Mr. Nixon requested a motion to elect as the officers of the Authority those individuals whose names he had just announced. Upon a motion by Mr. Luckie and seconded by Mr. Piaia, the Board approved the slate of SDA Officers proposed for 2024 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 2024. 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) designee, David Moore
3. John Capo (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) designee, Kevin Luckie
3. Lester Lewis-Powder (Public Member)

### School Review Committee

1. **Kevin Luckie** (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) designee, Juan Burgos
3. Commissioner of the New Jersey Department of Education (or designee, as permitted by Section 2.7 of the By-Laws) designee, Bernard Piaia
4. Daniel Gumble (Public Member)
5. Michael Maloney (Public Member)
6. Mario Vargas (Public Member)

The Chairman 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 David Moore, Treasury Designee. Mr. Nixon then requested a motion to approve the nomination of Mr. Maloney and seconded by Mr. Burgos, the Board approved the nomination of David Moore 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 2023 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. Capo and seconded by Mr. Burgos, the Members approved the Board meeting schedule for 2024 as presented with its unanimous vote in favor of **Resolution 3c**.

### **ADJOURNMENT**

There being no further business to come before the Board, upon motion by the Chairman and with unanimous consent, the Authority's 2024 Annual Organizational 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 2024 Annual Organizational meeting held January 3, 2024.

*/s/Janice Venables*  
Assistant Secretary

***Resolution—3c.***

**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 3, 2024 Organizational Meeting of the New Jersey Schools Development Authority 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 January 3, 2024 Organizational 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 7, 2024



## **AUTHORITY MATTERS**

## **CEO REPORT**

## **CHAIRMAN'S REPORT**

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

**Owner Controlled Insurance Program (OCIP V) Administration Services GP-0294-R01**



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**MEMORANDUM**

**TO:** Members of the Authority

**FROM:** Sean Murphy  
Managing Director, Procurement

Curtis Cooper  
Insurance Risk Manager, Risk Management

**DATE:** February 7, 2024

**RE:** Description: Owner Controlled Insurance Program (OCIP V) Administration Services  
Package No.: GP-0294-R01  
Fee: Not to Exceed \$725,000.00

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**INTRODUCTION**

The Members of the Authority are requested to approve the award of a contract for Owner Controlled Insurance Program (OCIP V) Administration Services in support of the construction of school facilities projects in the SDA Districts. The selected consultant shall provide a full range of services, including the appropriate handling of Enrollments, Insurance Certificates, Contract Values and Change Orders, Payroll Tracking, Close-Out and Reporting. The engagement will begin upon the initial Notice-to-Proceed and extend for a period of three (3) additional years from the effective date for the various new OCIP V policies to be purchased, or until all obligations of the consultant to deliver services pursuant to the Agreement have been performed to the satisfaction of the Authority, whichever occurs later. The term may be extended for one (1) additional year at the sole discretion of the NJSDA. As further described below, the final negotiated fee for OCIP V Administration Services is for an amount not to exceed \$725,000.00 based on a maximum aggregate enrolled construction value of \$1.0 billion, NJSDA opting to extend the term for one (1) additional year beyond the initial three (3) year term, and NJSDA requiring Alliant to provide a dedicated OCIP Administrator during the extended term. If the maximum aggregate enrolled construction value were to exceed \$1.0 billion during the term of the base contract and extended term, the OCIP V Administration Services fee would exceed \$725,000.00 and the contract would have to be amended at that time.

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 goods and services contracts greater than \$100,000.00.

**DESCRIPTION**

The Authority has a rolling capital program consisting of various types of school facilities projects (e.g., new construction, addition, renovation projects). At present, the Authority's current Owner Controlled Insurance Program (OCIP IV) is still active. The original expiration date for project enrollment was March 31, 2021, however the insurers have allowed several projects that were expected to be in OCIP IV to enroll after that date, basically extending the program. The final such project to enroll was in July 2022. The original OCIP IV expiration date for project completion was March 31, 2023, however the insurers have extended the date until December 31, 2023 for five projects, and December 31, 2025 for four other projects.

Previously, in October 2023, the Members of the Authority approved the award of a contract for OCIP V Broker Services to Alliant Insurance Services, Inc. (Alliant) to provide a full range of services, including program design, marketing, negotiation, implementation, policy administration and claims management for various insurance needs of the Authority. The engagement with Alliant began on January 8, 2024 upon the

issuance of the initial Notice-to-Proceed for marketing services, and the term shall extend for a period of three (3) additional years from the effective date of the various new OCIP V policies to be purchased, or until all obligations of the consultant to deliver services pursuant to the Agreement have been performed to the satisfaction of the Authority, whichever occurs later. The term may be extended for one (1) additional year at the sole discretion of the NJSDA. Based upon current planning projections, OCIP V is conservatively expected to enroll eight (8) capital projects with an aggregate enrolled construction value of approximately \$500 million, with the potential to enroll several additional construction projects which could increase the aggregate enrolled construction value for the program to \$800 million or greater. The marketing results and the cost of OCIP V will be presented separately to the Members, and if approved, the Authority would then direct the Broker to purchase the insurance policies and perform the requisite policy and claim services.

**PROCUREMENT PROCESS**

The procurement for OCIP V Administration Services was advertised beginning on November 23, 2023 on the NJSDA website, the New Jersey State website, 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 four (4) NJSDA staff members was established.

Responsive proposals were received from two (2) firms by December 8, 2023. The 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 procurement. The Selection Committee members independently evaluated the Technical Proposals based on the following criteria:

- Firm’s OCIP Administration Experience
- Key Team Members Experience and Qualifications
- Approach to Providing the Required Scope of Services

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>
Firm’s OCIP Administration Experience	3.0	30
Key Team Members Experience and Qualifications	3.0	30
Approach to Providing the Required Scope of Services	4.0	40
<b>Total Possible Points</b>		<b>100</b>

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

**TABLE 2**

<b>Firm</b>	<b>Final Technical Proposal Score</b>	<b>Final Technical Proposal Rank</b>
Alliant Insurance Services, Inc.	78.375	1
Turner Surety and Insurance Brokerage, Inc.	63.000	2

The RFP stipulated that a shortlist of the three (3) highest-ranked firms would be determined based on the Final Technical Proposal Scores. Since responsive proposals were received from only two (2) firms, both of the responding firms were shortlisted. The shortlisted firms participated in interviews with the Selection Committee on January 4, 2024. The interviews allowed the firms to expand and detail their firm and team 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.

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

**TABLE 3**

<b>Firm</b>	<b>Final Interview Score</b>	<b>Final Interview Rank</b>
Alliant Insurance Services, Inc.	80.875	1
Turner Surety and Insurance Brokerage, Inc.	79.125	2

The Final Technical Proposal Score and the Final Interview Score assigned each shortlisted firm were added together and averaged to obtain the firm’s Final Combined Score. 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 Combined Rank</b>
Alliant Insurance Services, Inc.	79.625	1
Turner Surety and Insurance Brokerage, Inc.	71.063	2

Alliant Insurance Services, Inc. (Alliant) received the highest Final Combined Score.



The Fee Proposals, which had been kept separate and sealed, were then opened on January 4, 2024. The fee schedule required firms to provide Lump Sum Fees based upon an aggregate construction value of approximately \$500 million with the potential to enroll several additional construction projects which could increase the aggregate construction value for the program to \$800 million or greater, as well as propose fee adjustments based upon potential increases or decreases to the aggregate construction value. Listed in Table 5 below are the proposed Lump Sum Fees for the initial three-year term based upon an aggregate construction value of \$500 million for enrolled projects:

**TABLE 5**

<b>Firm</b>	<b>WC/GL/XS Lump Sum Fee</b>	<b>GL/XS Lump Sum Fee</b>
Alliant Insurance Services, Inc.	\$496,116.00	\$496,116.00
Turner Surety and Insurance Brokerage, Inc.	\$400,000.00	\$225,000.00

Using the Fee Proposals as a guideline, as well as prior experience, NJSDA staff negotiated a reduction to the fee proposed by the highest-ranked firm (Alliant). The final negotiated fee is completely adjustable based upon a flat rate of \$0.70 per \$1,000 of enrolled construction value. Listed in Table 6 below are estimated fees for a workers compensation (WC)/general liability (GL)/excess general liability (XS) OCIP wrap based upon various aggregate construction values (CV) for enrolled projects:

**TABLE 6**

<b>Firm</b>	<b>\$500 Million CV</b>	<b>\$800 Million CV</b>	<b>\$1 Billion CV</b>
Alliant Insurance Services, Inc.	\$350,000.00	\$560,000.00	\$700,000.00

Should NJSDA, in its sole discretion, require Alliant to provide a dedicated OCIP Administrator during the one (1) year extended term, NJSDA will be required make a one-time lump sum payment to Alliant in the amount of \$25,000.00 resulting in an award for a total not to exceed value of \$725,000.00 being requested of the Board.

Furthermore, should NJSDA decide to purchase a GL/XS only OCIP wrap (i.e., workers compensation insurance is excluded from the OCIP wrap), then the final negotiated fee is reduced by approximately 43% to a completely adjustable flat rate of \$0.40 per \$1,000 of enrolled construction value. Additionally, the one-time lump sum payment to Alliant for a dedicated OCIP Administrator during the one (1) year extended term, if required by NJSDA in its sole discretion, would be reduced to \$15,000.00. Listed in Table 7 below are estimated fees for a GL/XS OCIP wrap based upon various aggregate construction values (CV) for enrolled projects:

**TABLE 7**

<b>Firm</b>	<b>\$500 Million CV</b>	<b>\$800 Million CV</b>	<b>\$1 Billion CV</b>
Alliant Insurance Services, Inc.	\$200,000.00	\$320,000.00	\$400,000.00

RECOMMENDATION

The Members of the Authority are requested to authorize NJSDA management to execute a contract with Alliant Insurance Services, Inc. for OCIP V Administration Services for a fee not to exceed \$725,000.00 as outlined above in this memorandum. The term of the agreement is three years with an option by the NJSDA to extend the agreement for one additional year.

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

/s/ Sean Murphy  
Sean Murphy, Managing Director, Procurement

/s/ Curtis Cooper  
Curtis Cooper, Insurance Risk Manager, Risk Management

Reviewed and Recommended by: Manuel Da Silva, Chief Executive Officer  
Reviewed and Recommended by: Donald Guarriello, Vice President and Chief Financial Officer  
Reviewed and Recommended by: Janice Venables, Vice President, Corporate Governance

***Resolution—5a.***

Approval of Award - Package No. GP-0294-R01  
Owner Controlled Insurance Program (OCIP V) Administration Services

**Resolution**

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

**WHEREAS**, the Authority has a rolling capital program consisting of various types of school facilities projects; and

**WHEREAS**, the Authority has addressed the insurance needs of its capital program through a series of Owner Controlled Insurance Programs (OCIPs) developed with the assistance of an insurance broker engaged to provide a full range of marketing and policy administration services; and

**WHEREAS**, the Authority needs to address the insurance needs of future capital projects not included in OCIP IV through a new OCIP (OCIP V); and

**WHEREAS**, the Authority needs to engage an insurance broker to provide a full range of services, including the appropriate handling of Enrollments, Insurance Certificates, Contract Values and Change Orders, Payroll Tracking, Close-Out and Reporting (Administration Services) for the new OCIP V; and

**WHEREAS**, based upon current planning projections, OCIP V will enroll eight (8) capital projects with an aggregate construction cost estimate of up to \$800 million or more; and

**WHEREAS**, a procurement for OCIP V Administration Services was advertised beginning on November 23, 2023 on the SDA website, on the New Jersey State website, and in selected newspapers for interested firms to participate in the bidding process; and

**WHEREAS**, the details of the procurement process conducted by management are set forth in the memorandum presented to the Member of the Authority on this date and incorporated herein; and

**WHEREAS**, upon conclusion of the procurement process, management recommends that the Members of the Authority approve the award of a contract for OCIP V Administration Services to Alliant Insurance Services, Inc. (Alliant) for a fee not-to-exceed \$725,000; and

**WHEREAS**, the term of the contract will be three (3) years, with an option by the SDA to extend the contract for one additional year; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the award of a contract for Owner Controlled Insurance Program (OCIP V) Administration Services to Alliant Insurance Services, Inc. consistent in all respects with the memorandum presented to the Board on this date and incorporated herein.

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

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

Attached: Memorandum, Award of Owner Controlled Insurance Program (OCIP V)  
Administration Services, GP-0294-R01, dated February 7, 2024

Dated: February 7, 2024

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

**Planning Project Charter – Camden Public School District – New East Side High School Replacement**



MEMORANDUM

TO: Members of the Authority

FROM: David Magyar  
Program Director, Design Studio

Gregory Voronov  
Managing Director, Planning & Program Operations

DATE: February 7, 2024

SUBJECT: Planning Project Charter

RE: Camden Public School District – New East Side High School Replacement

INTRODUCTION AND BACKGROUND

At the April 6, 2022 NJSDA Board Meeting, the Members of the Authority approved the Authority's 2022 Strategic Plan Update and Capital Plan. That Plan identified two Camden Public School District (District) replacement elementary school projects for advancement. The Projects would address severe building conditions deficiencies by replacing existing aged school buildings with two new modern facilities.

Subsequent discussions with the School District and the New Jersey Department of Education have served to indicate that the higher priority project is to address the similar facilities conditions deficiencies at the existing East Side High School. The NJSDA reviewed the proposed plan and along with the Department of Education, agreed with the District's request for a replacement school at East Side High School due to its age and existing conditions, instead of constructing two replacement elementary school projects now. As represented in the District's approved LRFP the replacement facility will educate approximately 800 students in grades 9 to 12. We are writing to provide the Board with our recommendations for advancement of the identified Project. In so doing we are also seeking Board approval to amend the NJSDA's 2022 Capital Plan to substitute the New East Side High School Replacement project for the two Pre-K to 8 Replacement Elementary Schools identified in that plan.

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

RECOMMENDED PROJECT SCOPE:

NJSDA staff has developed a proposed Project scope based on an evaluation of District needs and application of standard programmatic models. Based on that analysis, the recommended Project scope calls for the construction of an approximately 164,000 SF new school facility. The new facility will provide capacity to educate approximately 800 students in grades 9 to 12. The school will be located on the site of the existing East Side High School which will be demolished in advance of the construction of the new school.

Based upon discussions with the District and the Camden County Improvement Authority (CCIA), the CCIA will undertake and fund the demolition of the existing school. SDA will provide financial support to the District for entering into a lease necessary to provide temporary space for the existing East Side High School students at a recently vacated charter school facility.

Advancement of this Project will fully address District facility condition deficiency needs in grades 9 to 12.

PROJECT DELIVERY RECOMMENDATIONS:

The size, type, and complexity of the Project as well as cost and schedule considerations and availability of NJSDA resources to support project advancement have been considered in determining the best delivery approach for this

Project. Based upon these factors, this Project will be advanced utilizing an engaged Bridging Design consultant to complete program-concept design, schematic design and prepare bridging documents to support a design-build delivery process. The Project budget that has been developed is reflective of the recommendation for a design-build project delivery utilizing an outside bridging design consultant.

Utilizing the SDA’s pool of engaged Bridging Design Consultants, Design Ideas Group Architecture + Planning, LLC (DIG) has been engaged to complete program-concept design. At the end of the program-concept design phase it is anticipated that DIG will be engaged to provide schematic design and bridging documents necessary to advance the project via a design-build delivery process.

### PROJECT BUDGET

The estimated cost of \$115.1 million for the Project reflected in the Planning Project Charter is inclusive of all estimated costs necessary for the advancement of the planned Project scope. Projected costs are based upon the application of planning estimates to the current anticipated Project scope.

### RECOMMENDATION

The Members are requested to approve the Planning Project Charter for the Camden Public School District’s New East Side High School Replacement Project. In so doing, the Board is approving an amendment to the NJSDA’s 2022 Capital Plan to substitute the New East Side High School Replacement project for the two Pre-K to 8 Replacement Elementary School projects identified in that plan, and is authorizing Authority management to procure the professional and construction services necessary to advance this Project.

The Operating Authority will govern the award of all professional services and construction contracts as well as Board notification requirements for the use of any contingency monies.

Recommended by:

/s/ David Magyar  
David Magyar, Program Director, Design Studio

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

Reviewed and Recommended by: Manuel Da Silva, Chief Executive Officer  
Donald Guarriello, Vice President, Chief Financial Officer  
Janice Venables, Vice President, Corporate Governance



## New Jersey Schools Development Authority Project Charter - Summary

<b>Charter Date</b>
02/07/24
<b>Supersedes Charter Dated</b>
N/A

**Region:** Southern  
**District:** Camden  
**Project Name:** New East Side High School (Replacement)  
**School Type:** High School  
**DOE # / Project #:** 0680-040-24-0CCD  
**Project Type (New/Add/Reno):** New  
**Project Location:** 3100 Federal St. Camden, NJ  
**Number of Students:** 800 (FES Capacity) 941 (Maximum Capacity)

**Land Acquisition Required?**  Yes  No  
**Temporary Space Required?**  Yes  No

<b>Funding Source</b>
2022 Capital Plan
<b>Funding Allocated</b>
\$115,140,000
<b>District Local Share</b>
\$0

**Project Budget:** \$ 115,140,000  
**Anticipated Substantial Completion Date:** TBD  
**Anticipated School Occupancy Date:** TBD  
**Project Team Leader:** TBD  
**Project Initiation Date:** Dec-23  
**SDA Board - Project Charter Approval Date:** 02/07/24

Charter Version and Date	Project Summary	
<input checked="" type="checkbox"/> Planning 02/07/24	New replacement East Side High School on the existing site to educate approximately 800 students.	
<input type="checkbox"/> Preliminary		
<input type="checkbox"/> Final		
<b>Purpose for Advancement of Current/Revised Project Charter</b>		
<b>Revision # and Date</b>	Project advancement including bridging design consultant services and procurement of necessary professional and construction services for the project.	
<input type="checkbox"/> One		
<input type="checkbox"/> Two		
<input type="checkbox"/> Three		
<b>District Project Goals</b>		
<input type="checkbox"/> Four		A new replacement school to address serious facility conditions deficiencies at the existing East Side high school.
<input type="checkbox"/> Five		
<input type="checkbox"/> Six		

### Recommendation

Program Director - Program Operations Date TBD		/s/ Gregory Voronov Managing Director - Planning & Program Operator Date Gregory Voronov	
/s/ David Magyar Director - Design Studio Date David Magyar	Feb 7, 2024	VP - Prog. Ops. and Strategic Planning Date Vacant	Date

### Approval

/s/ Manuel Da Silva Chief Executive Officer Manuel Da Silva	Feb 7, 2024 Date
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**New Jersey Schools Development Authority  
Project Charter - Milestones & Delivery Method**

<b>Charter Date</b>
02/07/24

<b>District / Project Name:</b>	Camden / New East Side High School (Replacement)
<b>DOE # / Project #:</b>	0680-040-24-0CCD

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

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

<u>Real Estate Services</u>	<u>Start</u>	<u>Est.</u>	<u>Act.</u>	<u>Finish</u>	<u>Est.</u>	<u>Act.</u>
Feasibility	03/13/24	x		11/01/24	x	
Site Investigations	03/13/24	x		11/01/24	x	
Site Acquisition	N/A			N/A		
Relocation	N/A			N/A		
Existing School Demolition & Site Work	TBD	x		TBD	x	
Early Site Package	TBD	x		TBD	x	
Deed Restriction Required?	TBD	<b>Date</b>				
District Notified?			<input type="checkbox"/>			<input type="checkbox"/>
Classification Exception Area?	TBD					
District Notified?			<input type="checkbox"/>			<input type="checkbox"/>

**Special Considerations**

<u>Design:</u>	<u>Date</u>	<u>Est.</u>	<u>Act.</u>		<u>Est.</u>	<u>Act.</u>
Design Start (NTP)	12/21/23		x			
	<u>Start</u>	<u>Est.</u>	<u>Act.</u>	<u>Finish</u>	<u>Est.</u>	<u>Act.</u>
Program Concept Phase	12/21/23		x	08/08/24	x	
Schematic Design	TBD	x		TBD	x	
Bridging Documents	TBD	x		TBD	x	
Design-Build Bid/Award	TBD	x		TBD	x	
Design-Build NTP	TBD	x		TBD	x	
Final Design	TBD	x		TBD	x	

**Special Considerations**

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

**Special Considerations**

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

**Charter Date**

02/07/24

**District / Project Name:** Camden / New East Side High School (Replacement)  
**DOE # / Project #:** 0680-040-24-0CCD

**2022 Capital Plan Funding Allocation** \$ **115,140,000**

**Special Considerations:**

The project budget represented below is based upon the application of planning estimates to the current proposed project scope.

**Project Budget:**

Gross Building Area (GSF):		<b>Grossing Factor:</b>
		<b>1.55</b>
	New Addition	164,000
	Renovation	0
		0
Total Gross Building Area (GSF):		164,000
Estimated Building Cost / GSF		
	New Construction Cost/GSF	\$435.37
	Renovation Cost/GSF	

**Design-Builder Costs**

Design	\$3,800,000
Building Costs	\$71,400,000
Site Development Costs	\$5,300,000
Allowances	\$1,500,000
Design Contingency	\$12,080,000
Construction Contingency	\$4,030,000
<b>Total Construction Costs</b>	<b>\$98,110,000</b>

**Pre-Development Costs:**

Consultant Services	\$330,000
ESP Existing School Demolition	\$0
Land Acquisition	\$0
Relocation	\$0
Property Maintenance/Carry Costs	\$0
<b>Total Pre-Development Costs</b>	<b>\$330,000</b>

**Other Costs:**

Bridging Design Services	\$1,900,000
In-House Design & Project Management	\$2,200,000
Construction Management Services	\$2,200,000
FF&E	\$3,200,000
Technology	\$2,600,000
Temporary Space	\$3,000,000
Other Costs	\$1,600,000
<b>Total Other Costs</b>	<b>\$16,700,000</b>

**Other Funding Sources**

Rebates & Refunds	\$0
District Local Share Funds	\$0
<b>Total Other Funding Sources</b>	<b>\$0</b>

<b>Total Project Budget</b>	<b>\$115,140,000</b>
Funding from Prior Allocation	\$0
Funding from 2022 Capital Plan	\$115,140,000

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

Charter Date

02/07/24

**District / Project Name:** Camden / New East Side High School (Replacement)  
**DOE # / Project #:** 0680-040-24-0CCD

**Project Budget:**

	Capital Plan Estimate	Planning Charter	VARIANCE Fav/(Unfav)
Grossing Factor:	N/A	1.55	N/A
Gross Building Area (GSF):		164,000	N/A
New	N/A	0	N/A
Addition	N/A	0	N/A
Renovation	N/A	164,000	N/A
Total Gross Area (GSF):	N/A	164,000	N/A
<b>Design-Builder Costs</b>			
Design	N/A	\$3,800,000	N/A
Building Costs	N/A	\$71,400,000	N/A
Site Development Costs	N/A	\$5,300,000	N/A
Allowances	N/A	\$1,500,000	N/A
Design Contingency	N/A	\$12,080,000	N/A
Construction Contingency	N/A	\$4,030,000	N/A
<b>Total Construction Costs</b>	<b>N/A</b>	<b>\$98,110,000</b>	<b>N/A</b>
<b>Pre-Development Costs:</b>			
Consultant Services	N/A	\$330,000	N/A
ESP Existing School Demolition	N/A	\$0	N/A
Land Acquisition	N/A	\$0	N/A
Relocation	N/A	\$0	N/A
Property Maintenance/Carry Costs	N/A	\$0	N/A
<b>Total Pre-Development Costs</b>	<b>N/A</b>	<b>\$330,000</b>	<b>N/A</b>
<b>Other Costs:</b>			
Bridging Design Services	N/A	\$1,900,000	N/A
In-House Design & Project Management	N/A	\$2,200,000	N/A
PMF/CM	N/A	\$2,200,000	N/A
FF&E	N/A	\$3,200,000	N/A
Technology	N/A	\$2,600,000	N/A
Temporary Space	N/A	\$3,000,000	N/A
Other Costs	N/A	\$1,600,000	N/A
<b>Total Other Costs</b>	<b>N/A</b>	<b>\$16,700,000</b>	<b>N/A</b>
<b>Other Funding Sources</b>			
Rebates & Refunds	N/A	\$0	N/A
District Local Share Funds	N/A	\$0	N/A
<b>Total Other Funding Sources</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>
<b>Total Project Budget</b>	<b>N/A</b>	<b>\$115,140,000</b>	<b>N/A</b>
Funding from Prior Allocation	\$0	\$0	\$0
Funding from 2022 Capital Plan	N/A	\$115,140,000	N/A

**Budget Variance Analysis:**

***Resolution—6a.***

Planning Project Charter  
Camden Public School District – New East Side High School Replacement

**Resolution**

**WHEREAS**, the New Jersey Schools Development Authority (SDA or the Authority) was established by law pursuant to P.L.2007, C.137 (N.J.S.A. 52:18A-235 et. seq.) as an entity “in but not of” the New Jersey State Department of the Treasury; and

**WHEREAS**, P.L. 2007, C. 137 (N.J.S.A. 52L18A-235 et seq.) provides that SDA shall establish a Statewide strategic plan to be used in the sequencing of SDA district school facilities projects; and

**WHEREAS**, the SDA Operating Authority requires that the Authority’s Capital Plans receive approval by the Members of the Authority; and

**WHEREAS**, the SDA Operating Authority further requires that the Members authorize the expenditure of funds to perform the necessary planning work to inform the development of project charters for subsequent Board approval; and

**WHEREAS**, the SDA’s Capital Planning efforts recognize the ongoing inclusion of projects for the continuation of a rolling advancement of work; and

**WHEREAS**, the SDA 2022 Strategic Plan Update, approved by the Members at the April 2022 Board Meeting, identified nineteen (19) projects as the first tranche of projects for advancement to either address overcrowding or provide replacement facilities for which there was land available under either district or SDA control; and

**WHEREAS**, the Authority’s 2022 Strategic Plan Update and Capital Plan identified two Camden Public School District (District) replacement elementary school projects for advancement in order to address severe building conditions deficiencies by replacing existing aged school buildings with two new modern facilities; and

**WHEREAS**, subsequent discussions with the District and the New Jersey Department of Education have served to indicate that the higher priority project is to address the similar facilities conditions deficiencies at the existing East Side High School due to its age and existing conditions, instead of constructing two replacement elementary school projects now; and

**WHEREAS**, as represented in the District’s approved Long Range Facilities Plan, the replacement facility will educate approximately 800 students in grades 9 to 12 and will fully address District facility condition deficiency needs in grades 9 to 12; and

**WHEREAS**, in order to advance this Project, it is necessary for the Board to approve an amendment to the SDA’s 2022 Capital Plan to substitute the New East Side High School Replacement project for the two Pre-K to 8 Replacement Elementary Schools identified in that plan; and

**WHEREAS**, in order to advance this Project it is also necessary for the Board to approve the attached Planning Project Charter, created by Program Operations staff, which details Project advancement recommendations including estimated project costs, pursuant to the SDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012; and

**WHEREAS**, the estimated cost for the Project is \$115.1 million as stated in the Planning Project Charter, inclusive of all estimated costs necessary for the advancement of the planned Project scope, as reflected in the Planning Project Charter submitted to the Board on this date and incorporated herein; and

**WHEREAS**, SDA executive management and associated program staff recommend that the Members of the Authority approve the proposed Planning Project Charter for the Project in the Camden School District, and amend SDA's 2022 Capital Plan to substitute the New East Side High School Replacement project for the two Pre-K to 8 Replacement Elementary Schools identified in that plan, and authorize advancement of the recommended design, procurement and related activities as reasonable, appropriate and in the best interest of the SDA and the taxpayers of New Jersey.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby approve an amendment to the SDA's 2022 Capital Plan to substitute the New East Side High School Replacement Project for the two Pre-K to 8 Replacement Elementary Schools identified in that plan.

**BE IT FURTHER RESOLVED**, that the Members of the Authority hereby authorize and approve the Planning Project Charter for the Camden School District's New East Side High School consistent with the materials presented to the Board on this date and incorporated herein, and specifically authorize SDA executive management and staff to procure any necessary professional and construction services in relation to the project.

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

Attached: Memorandum, Planning Project Charter, Camden Public School District, New East Side High School, dated February 7, 2024

Dated: February 7, 2024

**Planning Project Charter - Newark Public School District - New University High School**



**MEMORANDUM**

TO: Members of the Authority

FROM: David Magyar  
Program Director, Design Studio

Gregory Voronov  
Managing Director, Planning & Program Operations

DATE: February 7, 2024

SUBJECT: Planning Project Charter

RE: Newark Public School District – New University High School

**INTRODUCTION AND BACKGROUND**

At the April 6, 2022 NJSDA Board Meeting, the Members of the Authority approved the Authority's 2022 Strategic Plan Update and Capital Plan. That Plan identified two Newark Public School District (District) replacement elementary school projects for advancement. The Projects would address existing overcrowding in the elementary school grade level and address severe building conditions deficiencies by replacing existing aged school buildings with two new modern facilities.

During subsequent discussions with the School District and the New Jersey Department of Education, the District requested the advancement of the acquisition of a former charter school facility and a New University High School project to be constructed on property acquired for that purpose by the NJSDA's predecessor, the NJSCC. The site is adjacent to the existing Hawthorne Avenue School which was constructed in 1895 and educates approximately 570 students in grades Pre-K to 8. The former charter school facility acquisition was the subject of prior board action and has since been completed and occupied by the District.

The District's proposed plan calls for the construction of a New University High School, demolition of the existing Hawthorne Avenue School and relocation of the Hawthorne Avenue School program to the nearby existing University High School built in 1957. This plan will allow the NJSDA to leverage property previously acquired by constructing a New University High School on the site as originally intended. This plan would also serve to address District overcrowding in grades Pre-K to 8 by expanding the existing Hawthorne Avenue School program to approximately 900 students in the existing University High School building. The NJSDA and the Department of Education have reviewed the proposed plan and agreed with the District's request for construction of a new University High School instead of constructing a replacement elementary school project now. As represented in the District's approved Long Range Facilities Plan, the replacement facility will educate approximately 920 students in grades 9 to 12.

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

**RECOMMENDED PROJECT SCOPE:**

NJSDA staff has developed a proposed Project scope based on an evaluation of District needs and application of standard programmatic models. Based on that analysis, the recommended Project scope calls for the construction of an approximately 190,000 SF new school facility. The new facility will provide capacity to educate approximately 920 students in grades 9 to 12. The school will be located on an SDA-owned site acquired between 2003 and 2007 for the then planned New University High School project.



Advancement of this Project significantly address District facility overcrowding needs in grades Pre-K to 8. Additionally, it will allow the SDA to leverage its significant prior investment in property acquisition, relocation and demolition of nearly \$24 million.

PROJECT DELIVERY RECOMMENDATIONS:

The size, type, and complexity of the Project as well as cost and schedule considerations and availability of NJSDA resources to support project advancement have been considered in determining the best delivery approach for this Project. Based upon these factors, this Project will be advanced utilizing an engaged Bridging Design consultant to complete program-concept design, schematic design and prepare bridging documents to support a design-build delivery process. The Project budget that has been developed is reflective of the recommendation for a design-build project delivery utilizing an outside bridging design consultant.

Utilizing the SDA’s pool of engaged Bridging Design Consultants, SSP Architectural Group, Inc. (SSP) has been engaged to complete program-concept design. At the end of the program-concept design phase it is anticipated that SSP will be engaged to provide schematic design and prepare bridging documents necessary to advance the project via a design-build delivery process.

PROJECT BUDGET

The estimated cost of \$153.0 million for the Project reflected in the Planning Project Charter is inclusive of all previously incurred costs related to site acquisition, relocation, demolition and prior design services, as well as all estimated costs necessary for the advancement of the current planned Project scope. Projected costs are based upon the application of planning estimates to the current anticipated Project scope.

RECOMMENDATION

The Members are requested to approve the Planning Project Charter for the Newark Public School District’s New University High School Project. In so doing, the Board is authorizing Authority management to procure the professional and construction services necessary to advance this Project.

The Operating Authority will govern the award of all professional services and construction contracts as well as Board notification requirements for the use of any contingency monies.

Recommended by:

/s/ David Magyar  
David Magyar, Program Director, Design Studio

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

Reviewed and Recommended by: Manuel Da Silva, Chief Executive Officer  
Donald Guarriello, Vice President, Chief Financial Officer  
Janice Venables, Vice President, Corporate Governance

## New Jersey Schools Development Authority Project Charter - Summary

<b>Charter Date</b>
02/07/24
<b>Supersedes Charter Dated</b>
N/A

**Region:** Northern  
**District:** Newark  
**Project Name:** New University High School  
**School Type:** High School  
**DOE # / Project #:** 3570-057-01-0692  
**Project Type (New/Add/Reno):** New  
**Project Location:** Hawthorne Ave and Demarest St Newark, NJ  
**Number of Students:** 920 (FES Capacity) 1,082 (Maximum Capacity)

**Land Acquisition Required?**  Yes  No  
**Temporary Space Required?**  Yes  No

<b>Funding Source</b>
2022 Capital Plan

**Project Budget:** \$ 152,976,876  
**Anticipated Substantial Completion Date:** TBD  
**Anticipated School Occupancy Date:** TBD  
**Project Team Leader:** TBD  
**Project Initiation Date:** Jan-24  
**SDA Board - Project Charter Approval Date:** 02/07/24

<b>Funding Allocated</b>
\$129,171,123

<b>District Local Share</b>
\$0

Charter Version and Date	Project Summary
<input checked="" type="checkbox"/> Planning 02/07/24	New University High School on an SDA owned site to educate approximately 920 students.
<input type="checkbox"/> Preliminary	
<input type="checkbox"/> Final	
Purpose for Advancement of Current/Revised Project Charter	
<b>Revision # and Date</b>	Project advancement including bridging design consultant services and procurement of necessary professional and construction services for the project.
<input type="checkbox"/> One	<b>District Project Goals</b>
<input type="checkbox"/> Two	
<input type="checkbox"/> Three	
<input type="checkbox"/> Four	
<input type="checkbox"/> Five	
<input type="checkbox"/> Six	
A new University High School leveraging previously acquired SDA property purchased for this purpose. Construction of the new school will allow the District to utilize the existing University HS as an elementary school which will serve to replace aged facilities and provide additional capacity in grade Pre-K to 8 addressing existing overcrowding at the elementary school grade levels.	

### Recommendation

Program Director - Program Operations Date TBD	/s/ Gregory Voronov Managing Director - Planning & Program Operator Date Gregory Voronov Feb 7, 2024
/s/ David Magyar Director - Design Studio Date David Magyar Feb 7, 2024	VP - Prog. Ops. and Strategic Planning Date Vacant

### Approval

/s/ Manuel Da Silva Chief Executive Officer Manuel Da Silva	Date Feb 7, 2024
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**New Jersey Schools Development Authority  
Project Charter - Milestones & Delivery Method**

<b>Charter Date</b>
02/07/24

<b>District / Project Name:</b>	Newark / New University High School
<b>DOE # / Project #:</b>	3570-057-01-0692

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

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

<u>Real Estate Services</u>	<u>Start</u>	<u>Est.</u>	<u>Act.</u>	<u>Finish</u>	<u>Est.</u>	<u>Act.</u>
Feasibility	03/13/24	x		11/01/24	x	
Site Investigations	03/13/24	x		11/01/24	x	
Site Acquisition	2003		x	2007		x
Relocation	2003		x	2007		x
Building Demolition & Site Work	Complete		x	Complete		x
Early Site Package	TBD	x		TBD	x	
Deed Restriction Required?	TBD	<b>Date</b>				
District Notified?			<input type="checkbox"/>			<input type="checkbox"/>
Classification Exception Area?	TBD					
District Notified?			<input type="checkbox"/>			<input type="checkbox"/>

**Special Considerations**

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<u>Design:</u>	<u>Date</u>	<u>Est.</u>	<u>Act.</u>	<u>Finish</u>	<u>Est.</u>	<u>Act.</u>
Design Start (NTP)	01/24/24	x				
Program Concept Phase	01/24/24	x		09/11/24	x	
Schematic Design	TBD	x		TBD	x	
Bridging Documents	TBD	x		TBD	x	
Design-Build Bid/Award	TBD	x		TBD	x	
Design-Build NTP	TBD	x		TBD	x	
Final Design	TBD	x		TBD	x	

**Special Considerations**

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

**Special Considerations**

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

**Charter Date**

02/07/24

**District / Project Name:** Newark / New University High School  
**DOE # / Project #:** 3570-057-01-0692

**2022 Capital Plan Funding Allocation**      \$      **129,171,123**

**Special Considerations:**

The project budget represented below is based upon the application of planning estimates to the current proposed project scope.

**Project Budget:**

Gross Building Area (GSF):		<b>Grossing Factor:</b>
New	190,000	<b>1.55</b>
Addition	0	
Renovation	0	
Total Gross Building Area (GSF):	<u>190,000</u>	
Estimated Building Cost / GSF		
New Construction Cost/GSF	<u>\$435.26</u>	
Renovation Cost/GSF		

**Design-Builder Costs**

Design	<u>\$4,400,000</u>
Building Costs	<u>\$82,700,000</u>
Site Development Costs	<u>\$6,100,000</u>
Allowances	<u>\$1,500,000</u>
Design Contingency	<u>\$13,980,000</u>
Construction Contingency	<u>\$4,660,000</u>
<b>Total Construction Costs</b>	<b>\$113,340,000</b>

**Pre-Development Costs:**

Consultant Services	<u>\$1,800,000</u>
Building Demolition (Acquired Properties)	<u>\$4,399,597</u>
Land Acquisition	<u>\$13,297,821</u>
Relocation	<u>\$4,279,482</u>
Property Maintenance/Carry Costs	<u>\$341,864</u>
<b>Total Pre-Development Costs</b>	<b>\$24,118,765</b>

**Other Costs:**

Bridging Design Services	<u>\$2,200,000</u>
Prior Design Services	<u>\$426,112</u>
In-House Design & Project Management	<u>\$2,200,000</u>
Construction Management Services	<u>\$2,500,000</u>
FF&E	<u>\$3,800,000</u>
Technology	<u>\$3,000,000</u>
Temporary Space	<u>\$0</u>
Other Costs	<u>\$1,800,000</u>
<b>Total Other Costs</b>	<b>\$15,926,112</b>

**Other Funding Sources**

Rebates & Refunds	<u>(\$408,000)</u>
District Local Share Funds	<u>\$0</u>
<b>Total Other Funding Sources</b>	<b>(\$408,000)</b>

**Total Project Budget**      **\$152,976,876**

**Funding from Prior Allocation**      **\$23,805,753**

**Funding from 2022 Capital Plan**      **\$129,171,123**

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

Charter Date

02/07/24

**District / Project Name:** Newark / New University High School  
**DOE # / Project #:** 3570-057-01-0692

**Project Budget:**

	Capital Plan Estimate	Planning Charter	VARIANCE Fav/(Unfav)
Grossing Factor:	N/A	1.55	N/A
Gross Building Area (GSF):		190,000	N/A
New	N/A	0	N/A
Addition	N/A	0	N/A
Renovation	N/A	190,000	N/A
Total Gross Area (GSF):	N/A	190,000	N/A
<b>Design-Builder Costs</b>			
Design	N/A	\$4,400,000	N/A
Building Costs	N/A	\$82,700,000	N/A
Site Development Costs	N/A	\$6,100,000	N/A
Allowances	N/A	\$1,500,000	N/A
Design Contingency	N/A	\$13,980,000	N/A
Construction Contingency	N/A	\$4,660,000	N/A
<b>Total Construction Costs</b>	<b>N/A</b>	<b>\$113,340,000</b>	<b>N/A</b>
<b>Pre-Development Costs:</b>			
Consultant Services	N/A	\$1,800,000	N/A
Building Demolition (Acquired Properties)	N/A	\$4,399,597	N/A
Land Acquisition	N/A	\$13,297,821	N/A
Relocation	N/A	\$4,279,482	N/A
Property Maintenance/Carry Costs	N/A	\$341,864	N/A
<b>Total Pre-Development Costs</b>	<b>N/A</b>	<b>\$24,118,765</b>	<b>N/A</b>
<b>Other Costs:</b>			
Bridging Design Services	N/A	\$2,200,000	N/A
Prior Design Services	N/A	\$426,112	N/A
In-House Design & Project Management	N/A	\$2,200,000	N/A
PMF/CM	N/A	\$2,500,000	N/A
FF&E	N/A	\$3,800,000	N/A
Technology	N/A	\$3,000,000	N/A
Temporary Space	N/A	\$0	N/A
Other Costs	N/A	\$1,800,000	N/A
<b>Total Other Costs</b>	<b>N/A</b>	<b>\$15,926,112</b>	<b>N/A</b>
<b>Other Funding Sources</b>			
Rebates & Refunds	N/A	(\$408,000)	N/A
District Local Share Funds	N/A	\$0	N/A
<b>Total Other Funding Sources</b>	<b>N/A</b>	<b>(\$408,000)</b>	<b>N/A</b>
<b>Total Project Budget</b>	<b>N/A</b>	<b>\$152,976,876</b>	<b>N/A</b>
Funding from Prior Allocation	N/A	\$23,805,753	N/A
Funding from 2022 Capital Plan	N/A	\$129,171,123	N/A

**Budget Variance Analysis:**

***Resolution—6b.***

Planning Project Charter  
Newark Public School District – New University High School

**Resolution**

**WHEREAS**, the New Jersey Schools Development Authority (SDA or the Authority) was established by law pursuant to P.L.2007, C.137 (N.J.S.A. 52:18A-235 et. seq.) as an entity “in but not of” the New Jersey State Department of the Treasury; and

**WHEREAS**, P.L. 2007, C. 137 (N.J.S.A. 52L18A-235 et seq.) provides that SDA shall establish a Statewide strategic plan to be used in the sequencing of SDA district school facilities projects; and

**WHEREAS**, the SDA Operating Authority requires that the Authority’s Capital Plans receive approval by the Members of the Authority; and

**WHEREAS**, the SDA Operating Authority further requires that the Members authorize the expenditure of funds to perform the necessary planning work to inform the development of project charters for subsequent Board approval; and

**WHEREAS**, the SDA’s Capital Planning efforts recognize the ongoing inclusion of projects for the continuation of a rolling advancement of work; and

**WHEREAS**, the SDA 2022 Strategic Plan Update, approved by the Members at the April 2022 Board Meeting, identified nineteen (19) projects as the first tranche of projects for advancement to either address overcrowding or provide replacement facilities for which there was land available under either district or SDA control; and

**WHEREAS**, pursuant to the Operating Authority of the SDA, Planning Project Charters require approval by the Members of the Authority; and

**WHEREAS**, the Plan identified several projects addressing high educational priority needs that required further conversation with the respective districts to address any programmatic and logistical concerns in order to advance the most appropriate project to address the needs; and

**WHEREAS**, the Authority’s 2022 Strategic Plan Update and Capital Plan identified two Newark Public School District (District) replacement elementary school projects for advancement in order to address severe building conditions deficiencies by replacing existing aged school buildings with two new modern facilities; and

**WHEREAS**, during subsequent discussions with the District and the New Jersey Department of Education, the District requested the advancement of the acquisition of a former charter school facility and a New University High School project to be constructed on property acquired for that purpose by the SDA by its predecessor, the New Jersey Schools Construction Corporation; and

**WHEREAS**, the former charter school facility acquisition was the subject of prior Board action and has since been completed and occupied by the District; and

**WHEREAS**, the SDA-owned site is adjacent to the existing Hawthorne Avenue School which was constructed in 1895 and educates approximately 570 students in grades Pre-K to 8; and

**WHEREAS**, the District's proposed plan calls for the demolition of the existing Hawthorne Avenue School and relocation of the Hawthorne Avenue School program to the nearby existing University High School built in 1957, and construction of a New University High School; and

**WHEREAS**, the SDA and the Department of Education have reviewed the proposed plan and agreed with the District's request for construction of a new University High School instead of constructing a replacement elementary school project now; and

**WHEREAS**, as represented in the District's approved Long Range Facility Plan, the replacement facility will educate approximately 920 students in grades 9 to 12, and will significantly address District facility condition deficiency needs in grades Pre-K to 8 by increasing capacity at the relocated Hawthorne Avenue School program from 570 students to 900 students; and

**WHEREAS**, SDA staff has developed a proposed Project scope which calls for the construction of an approximately 190,000 square foot new school facility for 920 students; and

**WHEREAS**, in order to advance this Project it is also necessary for the Board to approve the attached Planning Project Charter, created by Program Operations staff, which details Project advancement recommendations including estimated project costs, pursuant to the SDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012; and

**WHEREAS**, the estimated cost for the Project is \$153 million, inclusive of all estimated costs necessary for the advancement of the planned Project scope, as reflected in the Planning Project Charter submitted to the Board on this date and incorporated herein; and

**WHEREAS**, SDA executive management and associated program staff recommend that the Members of the Authority approve the proposed Planning Project Charter for the Project in the Newark School District, and authorize advancement of the recommended design, procurement and related activities as reasonable, appropriate and in the best interest of the SDA and the taxpayers of New Jersey.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the Planning Project Charter for the Newark School District's New University High School consistent with the materials presented to the Board on this date and incorporated herein, and specifically authorize SDA executive management and staff to procure any necessary professional and construction services in relation to this project.

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

Attached: Memorandum, Planning Project Charter, Newark Public School District, New University High School, dated February 7, 2024

Dated: February 7, 2024

**Planning Project Charter - Passaic City Public School District – New Passaic High School No. 12  
Replacement**





**MEMORANDUM**

TO: Members of the Authority

FROM: David Magyar  
Program Director, Design Studio

Gregory Voronov  
Managing Director, Planning & Program Operations

DATE: February 7, 2024

SUBJECT: Planning Project Charter

RE: Passaic City Public School District – New Passaic High School No. 12 Replacement

**INTRODUCTION AND BACKGROUND**

At the April 6, 2022 NJSDA Board Meeting, the Members of the Authority approved the Authority's 2022 Strategic Plan Update and Capital Plan. That Plan identified a Passaic City Public School District (District) replacement high school project (the Project) for approximately 3,765 students. The Project would address overcrowding and be constructed on existing District-owned property. Working group discussions with the District and New Jersey Department of Education (DOE) have served to validate District needs, including that the District lacks capacity for approximately 875 students in grades 9 to 12, and identified the preferred location to be the existing Passaic High School No. 12 site.

The existing school originally constructed in 1956 with additions in 1975, 1977 and 1996 is an approximately 313,000 square foot facility which is undersized and educationally inadequate to serve the current student population. A review of the existing facility and the existing site has determined that the site is inadequate to further expand the existing structure and significant renovations would be required to address both education program needs and replacement of existing building systems that are either at or near the end of their useful life. We are writing to provide the Board with our recommendations for advancement of the identified Project.

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

**RECOMMENDED PROJECT SCOPE:**

NJSDA staff has developed a proposed Project scope based on a detailed evaluation of District needs and application of standard programmatic models. Based on that analysis, the recommended Project scope calls for the construction of an approximately 490,000 SF new school facility. The new facility will provide capacity to educate approximately 2,400 students in grades 9 to 12. While the 2022 Capital Plan anticipated advancement of a project for 3,765 students to accommodate the entire high school population in one facility, current validation of District needs including review of other facilities providing educational programs for students in grades 9 to 12 and a review by DOE of current enrollments projections has determined the revised target capacity for the replacement facility. The project scope accounts for the continued use of the Passaic Academy for Science and Engineering (PASE) that provides a STEAM focused magnet program for students in grade 6 to 12.

The project anticipates that the existing school will need to be vacated and demolished prior to construction of the new school. The District has developed a plan to temporarily relocate the existing student population into existing district facilities by completing a district-wide redistricting plan of all grade levels that will serve to

temporarily vacate existing facilities serving elementary and middle school programs allowing for their temporary use for high school programs. Funding has been included in the budget if necessary to assist the district to augment their plan through either temporary classroom units or leased facilities.

Advancement of this Project will fully address District capacity needs in grades 9 to 12.

#### PROJECT DELIVERY RECOMMENDATIONS:

The size, type, and complexity of the Project as well as cost and schedule considerations and availability of NJSDA resources to support project advancement have been considered in determining the best delivery approach for this Project. Based upon these factors, this Project will be advanced utilizing an engaged Bridging Design consultant to complete program-concept design, schematic design and prepare bridging documents to support a design-build delivery process. The Project budget that has been developed is reflective of the recommendation for a design-build project delivery utilizing an outside bridging design consultant.

Utilizing the SDA's pool of engaged Bridging Design Consultants, a consultant will be engaged to complete program-concept design. At the end of the program-concept design phase it is anticipated the consultant will be engaged to provide schematic design and prepare bridging documents necessary to advance the project via a design-build delivery process.

#### PROJECT BUDGET

The estimated cost of \$328.1 million for the Project reflected in the Planning Project Charter is inclusive of all estimated costs necessary for the advancement of the planned Project scope. Projected costs are based upon the application of planning estimates to the current anticipated Project scope.

#### RECOMMENDATION

The Members are requested to approve the Planning Project Charter for the Passaic City Public School District's New Passaic High School No. 12 Replacement Project. In so doing, the Board is authorizing Authority management to procure the professional and construction services necessary to advance this Project.

The Operating Authority will govern the award of all professional services and construction contracts as well as Board notification requirements for the use of any contingency monies.

Recommended by:

/s/ David Magyar

David Magyar, Program Director, Design Studio

/s/ Gregory Voronov

Gregory Voronov, Managing Director, Planning & Program Operations

Reviewed and Recommended by: Manuel Da Silva, Chief Executive Officer  
Donald Guarriello, Vice President, Chief Financial Officer  
Janice Venables, Vice President, Corporate Governance

## New Jersey Schools Development Authority Project Charter - Summary

<b>Charter Date</b>
02/07/24
<b>Supersedes Charter Dated</b>
N/A

**Region:** Northern  
**District:** Passaic City  
**Project Name:** New High School No. 12 (Replacement)  
**School Type:** High School  
**DOE # / Project #:** TBD  
**Project Type (New/Add/Reno):** New  
**Project Location:** 170 Paulson Avenue  
**Number of Students:** 2,400 (FES Capacity) 2,823 (Maximum Capacity)  
**Land Acquisition Required?**  Yes  No  
**Temporary Space Required?**  Yes  No  
**Project Budget:** \$ 328,120,000  
**Anticipated Substantial Completion Date:** TBD  
**Anticipated School Occupancy Date:** TBD  
**Project Team Leader:** TBD  
**Project Initiation Date:** Mar-24  
**SDA Board - Project Charter Approval Date:** 02/07/24

<b>Funding Source</b>
2022 Capital Plan
<b>Funding Allocated</b>
\$328,120,000
<b>District Local Share</b>
\$0

Charter Version and Date	Project Summary
<input checked="" type="checkbox"/> Planning 02/07/24	New replacement High School on the existing High School No. 12 site to educate approximately 2,400 students.
<input type="checkbox"/> Preliminary	
<input type="checkbox"/> Final	
<b>Purpose for Advancement of Current/Revised Project Charter</b>	
<b>Revision # and Date</b>	Project advancement including bridging design consultant services and procurement of necessary professional and construction services for the project.
<input type="checkbox"/> One	<b>District Project Goals</b>
<input type="checkbox"/> Two	
<input type="checkbox"/> Three	
<input type="checkbox"/> Four	
<input type="checkbox"/> Five	
<input type="checkbox"/> Six	
A new replacement school to address district-wide overcrowding at the high school grade levels.	

### Recommendation

Program Director - Program Operations Date TBD	/s/ Gregory Voronov Managing Director - Planning & Program Operator Date Gregory Voronov Feb 7, 2024
/s/ David Magyar Director - Design Studio Date David Magyar Feb 7, 2024	VP - Prog. Ops. and Strategic Planning Date Vacant

### Approval

/s/ Manuel Da Silva Chief Executive Officer Manuel Da Silva	Date Feb 7, 2024
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## New Jersey Schools Development Authority Project Charter - Milestones & Delivery Method

<b>Charter Date</b>
02/07/24

<b>District / Project Name:</b>	Passaic City / New High School No. 12 (Replacement)
<b>DOE # / Project #:</b>	TBD

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

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

<u>Real Estate Services</u>	Start	Est.	Act.	Finish	Est.	Act.
Feasibility	04/01/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	11/15/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Investigations	04/01/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	11/15/24	<input checked="" type="checkbox"/>	<input 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"/>
Existing School Demolition & Site Work	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Early Site Package	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deed Restriction Required?	TBD	<b>Date</b>				
District Notified?	_____	<input type="checkbox"/>	<input type="checkbox"/>			
Classification Exception Area?	TBD					
District Notified?	_____	<input type="checkbox"/>	<input type="checkbox"/>			

<b>Special Considerations</b>

<u>Design:</u>	Date	Est.	Act.	Finish	Est.	Act.
Design Start (NTP)	04/01/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Program Concept Phase	04/01/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	11/18/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schematic Design	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bridging Documents	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build Bid/Award	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build NTP	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final Design	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TBD	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Special Considerations</b>

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

<b>Special Considerations</b>

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

**Charter Date**

02/07/24

**District / Project Name:** Passaic City / New High School No. 12 (Replacement)  
**DOE # / Project #:** TBD

**2022 Capital Plan Funding Allocation**      \$      **328,120,000**

**Special Considerations:**

The project budget represented below is based upon the application of planning estimates to the current proposed project scope.

**Project Budget:**

Gross Building Area (GSF):		<b>Grossing Factor:</b>
		<b>1.55</b>
	New	490,000
	Addition	0
	Renovation	0
Total Gross Building Area (GSF):		490,000
Estimated Building Cost / GSF		
	New Construction Cost/GSF	\$444.90
	Renovation Cost/GSF	

**Design-Builder Costs**

Design	\$11,100,000
Building Costs	\$218,000,000
Site Development Costs	\$11,600,000
Allowances	\$2,000,000
Design Contingency	\$24,000,000
Construction Contingency	\$12,000,000
<b>Total Construction Costs</b>	<b>\$278,700,000</b>

**Pre-Development Costs:**

Consultant Services	\$1,520,000
ESP Existing School Demolition	\$11,800,000
Land Acquisition	\$0
Relocation	\$0
Property Maintenance/Carry Costs	\$0
<b>Total Pre-Development Costs</b>	<b>\$13,320,000</b>

**Other Costs:**

Bridging Design Services	\$2,600,000
In-House Design & Project Management	\$2,500,000
Construction Management Services	\$3,200,000
FF&E	\$10,100,000
Technology	\$8,100,000
Temporary Space	\$5,000,000
Other Costs	\$4,600,000
<b>Total Other Costs</b>	<b>\$36,100,000</b>

**Other Funding Sources**

Rebates & Refunds	\$0
District Local Share Funds	\$0
<b>Total Other Funding Sources</b>	<b>\$0</b>

<b>Total Project Budget</b>	<b>\$328,120,000</b>
Funding from Prior Allocation	\$0
Funding from 2022 Capital Plan	\$328,120,000

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

Charter Date

02/07/24

**District / Project Name:** Passaic City / New High School No. 12 (Replacement)  
**DOE # / Project #:** TBD

**Project Budget:**

	Capital Plan Estimate	Planning Charter	VARIANCE Fav/(Unfav)
Grossing Factor:	N/A	1.55	N/A
Gross Building Area (GSF):		490,000	N/A
New	N/A	0	N/A
Addition	N/A	0	N/A
Renovation	N/A	490,000	N/A
Total Gross Area (GSF):	N/A		
<b>Design-Builder Costs</b>			
Design	N/A	\$11,100,000	N/A
Building Costs	N/A	\$218,000,000	N/A
Site Development Costs	N/A	\$11,600,000	N/A
Allowances	N/A	\$2,000,000	N/A
Design Contingency	N/A	\$24,000,000	N/A
Construction Contingency	N/A	\$12,000,000	N/A
<b>Total Construction Costs</b>	<b>N/A</b>	<b>\$278,700,000</b>	<b>N/A</b>
<b>Pre-Development Costs:</b>			
Consultant Services	N/A	\$1,520,000	N/A
ESP Existing School Demolition	N/A	\$11,800,000	N/A
Land Acquisition	N/A	\$0	N/A
Relocation	N/A	\$0	N/A
Property Maintenance/Carry Costs	N/A	\$0	N/A
<b>Total Pre-Development Costs</b>	<b>N/A</b>	<b>\$13,320,000</b>	<b>N/A</b>
<b>Other Costs:</b>			
Bridging Design Services	N/A	\$2,600,000	N/A
In-House Design & Project Management	N/A	\$2,500,000	N/A
PMF/CM	N/A	\$3,200,000	N/A
FF&E	N/A	\$10,100,000	N/A
Technology	N/A	\$8,100,000	N/A
Temporary Space	N/A	\$5,000,000	N/A
Other Costs	N/A	\$4,600,000	N/A
<b>Total Other Costs</b>	<b>N/A</b>	<b>\$36,100,000</b>	<b>N/A</b>
<b>Other Funding Sources</b>			
Rebates & Refunds	N/A	\$0	N/A
District Local Share Funds	N/A	\$0	N/A
<b>Total Other Funding Sources</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>
<b>Total Project Budget</b>	<b>N/A</b>	<b>\$328,120,000</b>	<b>N/A</b>
Funding from Prior Allocation	\$0	\$0	\$0
Funding from 2022 Capital Plan	N/A	\$328,120,000	N/A

**Budget Variance Analysis:**

***Resolution—6c.***

Planning Project Charter  
Passaic City Public School District – New Passaic High School No. 12 Replacement

**Resolution**

**WHEREAS**, the New Jersey Schools Development Authority (SDA or the Authority) was established by law pursuant to P.L.2007, C.137 (N.J.S.A. 52:18A-235 et. seq.) as an entity “in but not of” the New Jersey State Department of the Treasury; and

**WHEREAS**, P.L. 2007, C. 137 (N.J.S.A. 52L18A-235 et seq.) provides that SDA shall establish a Statewide strategic plan to be used in the sequencing of SDA district school facilities projects; and

**WHEREAS**, the SDA Operating Authority requires that the Authority’s Capital Plans receive approval by the Members of the Authority; and

**WHEREAS**, the SDA Operating Authority further requires that the Members authorize the expenditure of funds to perform the necessary planning work to inform the development of project charters for subsequent Board approval; and

**WHEREAS**, the SDA’s Capital Planning efforts recognize the ongoing inclusion of projects for the continuation of a rolling advancement of work; and

**WHEREAS**, the SDA 2022 Strategic Plan Update, approved by the Members at the April 2022 Board Meeting, identified nineteen (19) projects as the first tranche of projects for advancement to either address overcrowding or provide replacement facilities for which there was land available under either district or SDA control; and

**WHEREAS**, the Plan identified several projects addressing high educational priority needs that required further conversation with the respective districts to address any programmatic and logistical concerns in order to advance the most appropriate project to address the needs; and

**WHEREAS**, the Authority’s 2022 Strategic Plan Update and Capital Plan identified a Passaic City Public School District (District) replacement high school project (the Project) for approximately 3,765 students that would address overcrowding and be constructed on existing District-owned property; and

**WHEREAS**, working group discussions with the District and New Jersey Department of Education (DOE) have served to validate District needs, including that the District lacks capacity for approximately 875 students in grades 9 to 12, and identified the preferred location to be the existing Passaic High School No. 12 site; and

**WHEREAS**, upon review of the existing facility and the existing site, it has been determined that the existing school originally constructed in 1956 with additions in 1975, 1977 and 1996, comprised of approximately 313,000 square feet, is undersized and educationally inadequate to serve the current student population; and

**WHEREAS**, it has further been determined that the site is inadequate to further expand the existing structure and significant renovations would be required to address both education program needs and replacement of existing building systems that are either at or near the end of their useful life; and

**WHEREAS**, the 2022 Capital Plan anticipated advancement of a project for 3,765 students to accommodate the entire high school population in one facility, but current validation of District needs, including review of other facilities providing educational programs for students in grades 9 to 12 and a review by DOE of current enrollments projections, has resulted in the revised target capacity for the replacement facility; and

**WHEREAS**, the Project scope accounts for the continued use of the Passaic Academy for Science and Engineering (PASE) that provides a STEAM focused magnet program for students in grade 6 to 12; and

**WHEREAS**, SDA staff has developed a proposed Project scope which calls for the construction of an approximately 490,000 square foot new high school facility, the New Passaic High School No. 12, to provide capacity to educate approximately 2,400 students in grades 9 to 12; and

**WHEREAS**, the Project anticipates that the existing school will need to be vacated and demolished prior to construction of the new school, and includes a District plan to temporarily relocate the existing student population into existing district facilities by completing a district-wide redistricting plan of all grade levels; and

**WHEREAS**, advancement of this Project will fully address District capacity needs in grades 9 to 12; and

**WHEREAS**, this Project will be advanced utilizing an engaged Bridging Design consultant to complete program-concept design, schematic design and prepare bridging documents to support a design-build delivery process. The Project budget that has been developed is reflective of the recommendation for a design-build project delivery utilizing an outside bridging design consultant; and

**WHEREAS**, the estimated cost of \$328.1 million for the Project reflected in the Planning Project Charter is inclusive of all estimated costs necessary for the advancement of the planned Project scope; and

**WHEREAS**, in order to advance this Project it is necessary for the Board to approve the attached Planning Project Charter, created by Program Operations staff, which details Project advancement recommendations including estimated project costs, pursuant to the SDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012; and

**WHEREAS**, SDA executive management and associated program staff recommend that the Members of the Authority approve the proposed Planning Project Charter for the Project in the Passaic City Public School District, and authorize advancement of the recommended design, procurement and related activities as reasonable, appropriate and in the best interest of the SDA and the taxpayers of New Jersey.



**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the Planning Project Charter for the Passaic City Public School District's New Passaic High School No. 12 consistent with the materials presented to the Board on this date and incorporated herein, and specifically authorize SDA executive management and staff to procure any necessary professional and construction services in relation to this project.

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

Attached: Memorandum, Planning Project Charter, Passaic City Public School District, New Passaic High School No. 12 Replacement, dated, February 7, 2024

Dated: February 7, 2024

**Change Order No. 20 - Perth Amboy Public School District- Perth Amboy High School -  
Terminal Construction Corporation/Dinallo Construction Corporation**



**MEMORANDUM**

To: Members of the Authority

From: Joseph Lucarelli  
Program Director, Construction Operations

DATE: February 7, 2024

SUBJECT: Change Order #20  
Terminal Construction Corporation/Dinallo Construction Corporation

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COMPANY NAME: Terminal Construction Corporation/Dinallo Construction Corporation  
DISTRICT: Perth Amboy  
CONTRACT NO: ET-0099-B01  
CM: Anser Advisory  
SCHOOL NAME: Perth Amboy High School  
CHANGE ORDER: 20  
REASON: Credit for IT Switches, WAPs and Integration  
AMOUNT: (\$701,359.00)  
ORIGINAL CONTRACT  
AMOUNT: \$247,950,000.00  
CONTRACT STATUS: 91.42% Paid to Date against the Current Contract Value  
ANTICIPATED  
COMPLETION DATE: May 2024

**INTRODUCTION**

I am writing to request approval by the Members of the Authority of Credit Change Order (CO) #20 in the lump sum value of (\$701,359.00) for the New Perth Amboy High School (Project). The processing of this CO will credit back the construction cost included in the contract for furnishing and installing the Internet Technology (IT) switches, Wireless Access Points (WAPs) and the integration of all IT for the building onto the District's system.

In accordance with the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended 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 \$500,000.

**BACKGROUND**

Terminal Construction Corporation/Dinallo Construction Corporation (Terminal/Dinallo) was issued the Notice to Proceed on January 6, 2020 with a Commencement date of January 15, 2020, for the design and construction of the New Perth Amboy High School project.

The New Perth Amboy High School is designed to educate approximately 2,800 students in grades 9 through 12 and constructed on a property of approximately 11.6 acres that was acquired by Perth Amboy Public School District for this purpose.

The project scope calls for construction of a new, three-story facility of approximately 576,000 square feet. The property was the subject of an early site development program undertaken by the District in preparation for this Project.

On May 1, 2020, Cambridge Construction Management (Cambridge), now known as Anser Advisory (Anser), was issued a Notice to Proceed for the construction management services for the new Perth Amboy High School.

#### REASON FOR CHANGE:

CO #20 is to provide a credit for the construction cost to furnish and install IT Switches, WAPs and integration of the building IT system onto the District's system.

As Terminal/Dinallo prepared for the procurement of the IT equipment for this project, their sub-contractor submitted a Request for Information (RFI) to inquire regarding the equipment specified as it was not the latest standard utilized by the School District. At the time of bid, the NJSDA had included in the bid package the specification for the equipment provided and being utilized by the District at that time. In the few years since the project was developed and the Design-Build contract was awarded to Terminal/Dinallo, the District upgraded its IT standards.

While the Project Team reviewed the RFI with the District, an Order of Magnitude (OOM) cost proposal was requested from Terminal/Dinallo to upgrade the IT equipment specified in the bid documents to what the District was utilizing at that time. The OOM cost proposal was to assist the Project Team in evaluating the approximate cost to upgrade the District equipment to their current standard.

Terminal/Dinallo provided an OOM cost proposal of \$1,112,408.60 for the upgrade of the IT equipment. This cost is net of a credit in the amount of (\$549,112.00) for the IT equipment specified in the bid documents and already in Terminal/Dinallo's contract. The Project Team found the OOM cost proposal to be excessive. In order to properly evaluate and mitigate this cost the Project Team met with the NJSDA FFT&E Team to review. This review led to FFT&E providing a significantly less cost proposal for the same upgraded equipment in the value of \$600,395.75 in comparison to the \$1,112,408.60 OOM cost proposal provided by Terminal/Dinallo. The difference in the values between Terminal/Dinallo's OOM cost proposal and the NJSDA FFT&E cost was attributed to the savings provided by purchasing under existing state contracts.

Since the increase in cost was to be funded by the school District via execution of a Local Share Agreement, the Project Team reviewed the variations in cost with the NJSDA Executive Team and it was determined that the FFT&E quote would be accepted to mitigate the increase as much as possible for the District. In the development of the final purchase order for IT equipment the District requested even more advanced upgraded switches for every Main Distribution Frame (MDF) and Intermediate

Distribution Frame (IDF) computer room. Similar to above, the District will be executing a Local Share Agreement for the increase in cost to fully fund the upgrading of this equipment. After the Project Team reviewed the variations in cost with the NJSDA Executive Team and the District, a formal response was provided to Terminal/Dinallo’s RFI with a Request for Proposal (RFP) to provide for the credit of the construction cost to furnish and install IT Switches, WAPs and integration of the building IT system onto the District’s system.

Terminal/Dinallo provided a cost proposal to credit the construction cost to furnish and install IT Switches, WAPs and integration of the building IT system onto the District’s system in the credit value of (\$661,783.00). The Project Team reviewed the proposed credit and negotiated with Terminal/Dinallo to add installation of the WAPS more than 12’ above finish floor and adjust the hours to more appropriately reflect the deleted scope of work. Terminal/Dinallo revised and resubmitted their credit proposal to properly address the credit for deleted labor and material. The Project Team negotiated the change and Terminal/Dinallo agreed to a final lump sum credit value of (\$701,359.00) for CO #20.

SUMMARY OF CHANGE

CO #20 is for a value of (\$701,359.00) for the credit of the construction cost of furnishing and installing the IT switches, WAPs and integration of the building onto the District IT system.

All documents supporting this change order have been reviewed by the associated NJSDA Project Team and Financial Operations for adherence to current NJSDA policy and procedures. All reviewing NJSDA staff members have determined that the items included in the change order are justified and that the amount is reasonable and appropriate.

CALCULATIONS

a. Original Contract Amount	\$ 247,950,000.00
b. Change Orders to Date (excluding proposed change order)	\$ 2,601,767.50
c. Proposed Change Order Amount	\$ (701,359.00)
d. Total Change Orders to Date including this Change Order (Total of Line (b.) and Line (c.))	\$ 1,900,408.50
e. Percentage Change to Original Contract (Line (d.) as a Percentage of Line (a.))	0.75%
f. Proposed Adjusted Contract Price (Line (a.) plus Line (d.))	\$ 249,850,408.50

## RECOMMENDATION

The Members of the Authority are requested to approve credit Change Order #20 in the total lump sum value of \$701,359.00 for the construction costs to furnish and install IT Switches, WAPs and integration of the building IT system onto the District's system.

In accordance with the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended 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 \$500,000.

Recommended by:

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

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

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

Reviewed and Recommended by: Janice Venables, Vice President, Corporate Governance

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

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

Prepared and Recommended by: George Kloutis, Senior Program Officer, Construction Operations

***Resolution—6d.***

Company Name: Terminal Construction Corporation/Dinallo Construction Corporation  
District: Perth Amboy  
Contract No.: ET-0099-B01  
CM: Anser Advisory  
School Name: Perth Amboy High School  
Change Order No.: 20  
Reason: Credit for IT Switches, WAPs and Integration  
Amount: (\$701,359.00)  
Original Contract Value: \$247,950,000.00  
Contract: 91.42% Paid to date against the Current Total Contract value  
Anticipated Completion Date: May 2024

**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 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 unused contract funds; and

**WHEREAS**, the New Perth Amboy High School, currently under construction by the SDA, is designed to educate approximately 2,800 students in grades 9 through 12 and is constructed on a property of approximately 11.6 acres that was acquired by Perth Amboy Public School District (District) for this purpose; and

**WHEREAS**, Terminal Construction Corporation/Dinallo Construction Corporation (Terminal/Dinallo) was issued the notice-to-proceed (NTP) on January 6, 2020 with a commencement date of January 15, 2020, for the design and construction of the New Perth Amboy High School project, and the Project is expected to be substantially completed by May 2024; and

**WHEREAS**, on May 1, 2020, Cambridge Construction Management (Cambridge), now known as Anser Advisory (Anser), was issued a NTP for the construction management services for the new Perth Amboy High School; and

**WHEREAS**, as Terminal/Dinallo prepared for the procurement of the IT equipment for this project, their sub-contractor submitted a Request for Information (RFI) to inquire regarding the equipment specified, as the SDA had included in the bid package the specification for the equipment provided and being utilized by the District at that time, and the District had upgraded its IT standards since the bid was issued; and

**WHEREAS**, an Order of Magnitude (OOM) cost proposal was requested from Terminal/Dinallo to upgrade the IT equipment specified in the bid documents to what the District was utilizing at that time, and Terminal/Dinallo provided an OOM cost proposal of \$1,112,408.60 for the upgrade of the IT equipment, which the Project Team found to be excessive; and

**WHEREAS**, a review by the SDA Furniture, Fixtures, Technology & Equipment team provided a significantly less cost proposal for the same upgraded equipment in the value of \$600,395.75 in comparison to the \$1,112,408.60 OOM cost proposal provided by Terminal/Dinallo, attributable to savings provided by purchasing under existing state contracts; and

**WHEREAS**, the Project Team provided a formal response to Terminal/Dinallo's RFI with a Request for Proposal to provide for the credit of the construction cost to furnish and install IT Switches, WAPs and integration of the building IT system onto the District's system; and

**WHEREAS**, Terminal/Dinallo ultimately submitted a credit proposal to properly address the credit for deleted labor and material and agreed to a final lump sum credit value of (\$701,359.00) for Change Order No. 20; and

**WHEREAS**, all documents supporting this credit change order have been reviewed by the associated SDA project team members as well as the program directors of program operations and environmental for adherence to current SDA policy and procedures and all reviewing SDA staff members have determined that this credit change order is justified and that the amount is reasonable and appropriate; and

**WHEREAS**, this credit change order singularly exceeds \$500,000 and thus its issuance requires approval by the Members of the Authority; and

**WHEREAS**, the Project's background 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.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve credit Change Order No. 20 in the total lump sum value of \$701,359.00 for the construction costs to furnish and install IT Switches, WAPs and integration of the building IT system onto the District's system.

**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, Change Order No. 20, Terminal Construction Corporation/Dinallo Construction Corporation (Contract No. ET-0099-B01), Perth Amboy School District, Perth Amboy High School, dated February 7, 2024

Dated: February 7, 2024



**Change Order No. 1, Approval of Final Project Charter and Release of Funds from Program  
Reserve - Union City Public School District - Emerson Middle School -  
Delric Construction Co., Inc.**



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**MEMORANDUM**

TO: Members of the Authority

FROM: Joseph Lucarelli  
Program Director, Construction Operations

Gregory Voronov  
Managing Director, Planning & Program Operations

DATE: February 7, 2024

SUBJECT: Emerson Middle School – Roof Replacement and Stucco Repairs – Emergent Project  
Change Order #1 – Delric Construction Co., Inc.  
Approval of Final Project Charter and Release of Funds from Program Reserve

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COMPANY NAME:	Delric Construction Co., Inc.
DISTRICT:	Union City
CONTRACT NO.:	EP-0121-C01
PMF/CM:	NJSDA
SCHOOL NAME:	Emerson Middle School
CHANGE ORDER NO.:	1
REASON:	Necessary Project Scope Increase for Roof Replacement and Stucco Repairs
AMOUNT:	\$1,156,424.55
ORIGINAL CONTRACT AMOUNT:	\$2,046,868.00
CONTRACT STATUS:	12 % Paid to Date against the Current Contract Value
ANTICIPATED COMPLETION DATE:	November 2024

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**INTRODUCTION**

We are writing to recommend that the Members of the Authority approve three related actions to address emergent conditions (Project) at the Emerson Middle School (School) in the Union City Public School District (District):

1. Change Order (CO) #1 in the lump sum value of \$1,156,424.55 for the Union City Emerson Middle School Roofing Replacement and Stucco Repairs project (Project). The processing of this change order will fully fund the work required to complete all work noted for this emergent project. The additional funds are necessary to address the additional scope of work identified as a result of existing conditions investigation and for construction administration services.
2. The revised Final Project Charter (copy attached) representing the Project budget inclusive of dollar values for the final negotiated construction value, design services, appropriate contingency, allowances, NJSDA staff costs and other costs; and
3. The release of funds from the NJSDA Program Reserve maintained for emergent projects;

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, a change order for an emergent project that singularly exceeds \$250,000.00 or singularly or in the aggregate is greater than 10% of the contract value requires approval by the Members of the Authority. This CO exceeds 10% of the contract value.

## BACKGROUND

The Emerson Middle School, built in 1915, is an approximately 104,000 square foot facility in the Union City Public Schools District educating approximately 1,050 students in grades 6 through 8.

Upon confirmation of the need for emergent roof replacement and stucco repairs at the school, the NJSDA engaged PS&S Architects, in September 2021, for the performance of initial Project Scope Development Services to address these conditions.

At the conclusion of Project Scope Development services, the NJSDA determined to advance the Project through the engagement of a General Contractor utilizing the NJSDA's General Construction Services Task Order Contract, and to require the General Contractor to engage the services of a Design Consultant to complete needed Design Services. The NJSDA has contracted with Epic Management for construction management services for this project.

## REASON FOR CHANGE

The contract was issued to Delric in April 2023 utilizing the General Construction Services Task Order (GC Task Order) Contract with Design. Based upon review of the existing building conditions, the GC's Design Team is recommending the installation of a metal panel system in certain areas where the elevation of the school building exceeds the elevation of the adjacent residential structures. The utilization of a metal panel system on this elevation will provide the district with long term, maintenance free siding and prevent failure that could damage the adjacent residence. This resolution was submitted to and approved by the NJSDA Design Studio and incorporated into the construction documents. Upon completion of the design phase and construction documents, the Project Team requested that Delric review and submit their finalized construction cost proposal. The Project Team, NJSDA Financial Operations and Delric reviewed the scope of work, the anticipated project delivery schedule, access to the work site along with the building availability to assist in the development of the construction cost estimate.

The original award for this engagement was based upon Delric's review of the Request for Proposal (RFP) scope documents presented at the time of bid by the NJSDA. Following Delric's incorporation of the metal panel system into the design, development of a construction schedule inclusive of material delivery expectations and building access of an occupied school, the NTE cost originally allocated for the project was determined to be insufficient. Therefore, CO #1 is required to provide the amount equal to the differential in cost between the original NTE cost allocated for construction and the actual negotiated and agreed for construction and construction administration costs necessary to complete the roof replacement and stucco repair Emergent project.

Additionally, CO #1 represents an increase in construction costs that will cause the overall project cost to exceed \$3,000,000.00, which is the per-project limit specified for projects issued under the General Construction Services Task Order Contract. Projects issued under the General Construction Services Task Order Contract may be authorized to exceed the \$3,000,000.00 limit, in the discretion of the NJSDA,

when unanticipated project conditions warrant such increases. The post-award investigation, refinement of scope and development of design for this project have indicated that the amount originally forecast for construction costs is insufficient to complete the project, and thus the Members are asked to approve this Change Order to account for this differential in cost, and to authorize exceeding the \$3,000,000.00 project cost limit.

The following provides the breakdown of the differential in construction costs following development and refinement of design required to effect roof replacement and stucco repair:

<u>Original Project Cost Breakdown</u>	
Design Costs	\$ 168,360.00
Design Allowances	\$ 35,000.00
<u>Construction Phase Costs including Cost Multiplier, Bond &amp; Ins.</u>	<u>\$ 1,843,508.00</u>
Total Original Project Cost	\$ 2,046,868.00
<u>Proposed Change Order Cost Breakdown</u>	
Negotiated and Agreed Construction Phase Costs	\$ 2,381,100.00
<u>Original Value of Construction Phase Costs</u>	<u>\$ 1,469,698.96</u>
Additional Funds Required for the Construction Phase	\$ 911,401.04
Architects’ Construction Administration Services	\$ 54,510.00
<u>Additional 15% Cost Multiplier, Bonding &amp; Insurance Costs</u>	<u>\$ 190,513.51</u>
Total Change Order 1 value	\$ 1,156,424.55

SUMMARY OF THE CHANGE

CO #1, in the total lump sum value of \$1,156,424.55, will provide the additional funds required for the differential in cost between the original NTE cost allocated for construction and the actual negotiated and agreed to construction cost required for the final scope to effect roof replacement and stucco repair.

All documents supporting this change order have been reviewed by the associated NJSDA Project Team for adherence to current NJSDA policy and procedures. All reviewing NJSDA staff members, including Financial Operations, have determined that the items included in the change order are justified and that the amount is reasonable and appropriate.

CALCULATIONS

a. Original Contract Amount	\$ 2,046,868.00
b. Change Orders to Date (excluding proposed change order)	\$ 0.00
c. Proposed Change Order Amount	\$ 1,156,424.55
d. Total Change Orders to Date including this Change Order (Total of Line (b.) and Line (c.))	\$ 1,156,424.55
e. Percentage Change to Original Contract (Line (d.) represents a percent of Line (a.))	56.5%
f. Proposed Adjusted Contract Price (Line (a.) plus Line (d.))	\$ 3,203,292.55

## FINAL BUDGET

The value of Delric’s contract to address the emergent Project is \$3,203,292.55 inclusive of CO #1. As reflected in the attached Project Charter, total Project funding, including design costs, construction costs, contingencies, allowances, NJSDA staff and other costs is estimated at a value in the amount of \$3,999,273.00 (inclusive of prior funding of \$2,842,848.00 in addition to the \$1,156,425.00 proposed for release from the Program Reserve). Funding for the total Project costs is available within the NJSDA Program Reserve maintained for emergent projects.

## RECOMMENDATION

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

1. Change Order #1 in the total lump sum value of \$1,156,424.55 to Delric Construction Co., Inc. for the difference in construction and construction administration costs required to appropriately address the emergent project;
2. The Final Project Charter (copy attached) representing the Project budget inclusive of dollar values for the final negotiated construction value, design services, appropriate contingency, allowances, NJSDA staff costs and other costs; and
3. The release of \$1,156,425.00 from the NJSDA Program Reserve maintained for emergent projects.

Recommended by:

/s/ Joseph Lucarelli

Joseph Lucarelli, Director, Construction Operations

/s/ Gregory Voronov

Gregory Voronov, Managing Director, Planning & Program Operations

Reviewed and Recommended by: Manuel Da Silva, CEO

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

Reviewed and Recommended by: Janice Venables, Vice President, Corporate Governance

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

Prepared and Recommended by: Clay Bramble, Program Officer, Construction Operations

## New Jersey Schools Development Authority Emergent Project Charter - Summary

**Charter Date**

02/07/24

**Region:** Northern  
**District:** Union City  
**School Name:** Emerson Middle School  
**Project Type:** Emergent  
**DOE # / Project #:** 5240-105-21-0BBS  
**Project Location:** 318 18<sup>th</sup> Street Union City, NJ

**Supersedes**

**Charter Dated**

03/01/23

**Project Budget:** \$ 3,999,273  
**Anticipated Construction NTP Date** March-24  
**Anticipated Final Completion Date** November-24  
**Project Initiation Date:** September-21

**Funding Source**

2011 Emergent Reserve

Charter Version and Date		Project Summary
<input checked="" type="checkbox"/> Final	03/01/23	The Project scope includes removal and replacement of approximately 22,200 square feet of existing low-slope roofing and approximately 1,200 square feet of high-slope roofing, selective stucco replacement work, new aluminum metal coping on the sloped stone cornice over the Eighteenth Street façade's main entrance and any necessary code or regulatory improvements which may be triggered by implementation of the scope of work.
Revision # and Date		
<input checked="" type="checkbox"/> One	02/07/24	
<input type="checkbox"/> Two		
<input type="checkbox"/> Three		
		Purpose for Advancement of Emergent Charter
		To establish the revised final budget for the project inclusive of dollar values for the award for construction, appropriate contingency, allowances, NJSDA staff costs, and estimated other costs.

### Recommendation

/s/ Joseph Lucarelli	Feb 7, 2024	/s/ Gregory Voronov	Feb 7, 2024
Program Director - Project	Date	Managing Director - Program Operations	Date
Joseph Lucarelli		Gregory Voronov	
	Date	VP - Program Ops and Strategic Planning	Date
		Vacant	

### Approval

(If Project Budget is greater than \$500,000 Attach Board Memo and Minutes indicating authorization of funding)

/s/ Manuel Da Silva	Feb 7, 2024
Chief Executive Officer	Date
Manuel Da Silva	

**New Jersey Schools Development Authority  
Emergent Project Charter  
Project Budget**

<b>District / Project Name:</b>	Union City/Emerson Middle School
<b>DOE # / Project #:</b>	5240-105-21-0BBS
<b>Charter Date:</b>	02/07/24

**Special Considerations:**

The project budget is based upon the final negotiated value for the Contract for General Construction Services. Other Costs for projects range from 2% to 5% of Building Costs, with such costs for Emergent Projects budgeted at 5%. These costs are inclusive of projected DCA fees for permits and anticipated inspections. 3 allowances totaling \$35,000 have been established - 1. Hazardous Material Sampling and Testiong: \$15,000 2. Additional Investigative and Design Activities: \$15,000 3. Photocopying, Printinh Shipping: \$5,000

**Project Budget:**

<b>GC Task Order with Design Costs</b>	
Design & Construction Costs	\$3,168,293
Allowances	\$35,000
Construction Contingency	\$310,000
<b>Total Construction Costs</b>	<b>\$3,513,293</b>
<b>Other Costs:</b>	
Pre-Design Services	\$0
Project Management (SDA Staff)	\$350,000
Other Costs	\$100,000
<b>Total Other Costs</b>	<b>\$450,000</b>
<b>PreDevelopment &amp; Environmental Costs:</b>	
PreDevelopment	\$35,980
Environmental/Remediation	\$0
<b>Total PreDevelopment &amp; Environmental Costs</b>	<b>\$35,980</b>
<b>Total Project Budget</b>	<b>\$3,999,273</b>
<b>2011 Emergent Reserve Impact</b>	
Prior Funding Approved	\$2,842,848
Current Funding Requested	\$1,156,425

## ***Resolution—6e.***

Change Order No. 1, Approval of Final Project Charter and Release of Funds from Program Reserve - Emerson Middle School – Union City Public School District, Roof Replacement and Stucco Repairs – Emergent Project– Delric Construction Co., Inc. - EP-0121-C01

### **Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) requires that the Members of the Authority approve an emergent project change order which singularly exceeds \$250,000, or singularly is greater than 10% of the contract value and revisions to final project charters; and

**WHEREAS**, the SDA Operating Authority further requires that the Members of the Authority approve the release of funds from the program contingency reserve when the funds to be released, singularly or in the aggregate, exceed 10% of the most recent Board-approved project charter estimate or final project budget; and

**WHEREAS**, the Emerson Middle School, built in 1915, is an approximately 104,000 square foot facility in the Union City Public Schools District educating approximately 1,050 students in grades 6 through 8; and

**WHEREAS**, SDA confirmed the need for emergent roof replacement and stucco repairs at the school, and engaged PS&S Architects, in September 2021, for the performance of initial Project Scope Development Services to address these conditions; and

**WHEREAS**, at the conclusion of Project Scope Development Services, the SDA advanced the Project through the engagement of a General Contractor utilizing the SDA's General Construction Services Task Order Contract (GCTO Contract), and required the General Contractor to engage the services of a Design Consultant to complete needed Design Services; and

**WHEREAS**, the SDA contracted with Epic Management, Inc. for construction management services for this project; and

**WHEREAS**, the Design Consultant contract was issued to Delric Construction Co., Inc. (Delric) utilizing the GCTO Contract with Design; and

**WHEREAS**, the GC's Design Team has reviewed the existing building conditions, and recommends the installation of a metal panel system in certain areas where the elevation of the school building exceeds the elevation of the adjacent residential structures, to provide the district with long term, maintenance free siding and prevent failure that could damage the adjacent residence; and

**WHEREAS**, this recommendation was approved by the SDA Design Studio and incorporated into the approved design and construction documents; and

**WHEREAS**, the Project Team, SDA Financial Operations and Delric reviewed the scope of work, the anticipated project delivery schedule, access to the work site along with the building availability to assist in the development of the construction cost estimate; and



**WHEREAS**, the original award for this engagement was based upon Delric's review of the Request for Proposal scope documents presented at the time of bid by the SDA; and

**WHEREAS**, following Delric's development of the design, schedule for construction and the refinement of scope, along with the establishment of the timing of material delivery and considering building accessibility, the not-to-exceed (NTE) cost originally allocated, which was \$2,046,868.00 for construction costs was determined to be insufficient; and

**WHEREAS**, Change Order (CO) No. 1, in the lump sum amount of \$1,156,424.55, is required to provide the amount equal to the differential in cost between the original NTE cost allocated for construction and the actual negotiated and agreed to construction cost required to effect roof replacement and stucco repair; and

**WHEREAS**, CO No.1 also represents an increase in construction costs that will cause the overall project cost to exceed \$3,000,000, which is the per-project limit specified for projects issued under the GCTO Contract; and

**WHEREAS**, projects issued under the GCTO Contract may be authorized to exceed the \$3,000,000.00 limit, in the discretion of the SDA, when unanticipated project conditions warrant such increases, and the SDA Project Team has concluded that unanticipated project conditions warrant the requested increase; and

**WHEREAS**, all documents supporting CO No. 1 have been reviewed by the SDA Project Team members for adherence to current SDA policy and procedures and SDA management has determined that the items included in this CO is justified and the amount is reasonable and appropriate; and

**WHEREAS**, management recommends Board approval of CO No. 1; and

**WHEREAS**, funding for the total project costs is available within the SDA Program Reserve maintained for emergent projects; and

**WHEREAS**, management recommends that the Members of the Authority approve the Project's final charter as proposed, and the release of \$1,156,425.00 from the Program Reserve maintained for emergent projects; and

**WHEREAS**, management recommends Board approval of the Project's final project charter as presented which recognizes all scope elements, as well as a final project budget reflecting the award value for construction services inclusive of allowances and construction contingency, SDA staff costs and other costs.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve Change Order No. 1 for Delric Construction Co., Inc. for a lump-sum amount of \$1,156,424.55 for additional scope to effect roof replacement and stucco repair at the Emerson Middle School Emergent Project in the Union City Public School District.

**BE IT FURTHER RESOLVED**, that the Members of the Authority approve the release of \$1,156,425.00 from the Program Reserve for the Emerson Middle School Emergent Project, as presented to the Board, which recognizes a modification to the scope of emergent work, as well as an adjusted Project Budget reflecting adjusted values for construction costs, and construction contingency.

**BE IT FURTHER RESOLVED**, that the Members of the Authority approve the Final Project Charter for the Emerson Middle School Emergent Project representing the Project budget inclusive of dollar values for the final negotiated construction value, design services, appropriate contingency, allowances, SDA staff costs and other costs as presented to the Board on this date.

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

Attached: Memorandum, Change Order No. 1, Approval of Final Project Charter and Release of Funds from Program Reserve, Emerson Middle School Emergent Project (EP-0121-C01), Union City Public School District, dated, February 7, 2024

Dated: February 7, 2024

**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**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director

DATE: February 7, 2024

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.

**Portfolio Projects Activities Summary**

as of 1/24/23

**2022 Portfolio Projects - sorted by Advancement Status, District**

1									
District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Delivery Method	Advancement Status	School Opening	Comments
Newark	Nelson Mandela ES (Existing Building Acq.)	PK-8	338	376	\$20.5	Alternative Delivery	Building Acquisition Complete.	Sep-23	
Bridgeton	HS Addition/Renovation	9-12	326	384	\$49.2	Design-Build	Preliminary Charter approved Nov. 2022 Board.	TBD	
Elizabeth	New ES (Battin Replacement)	PK-8	973	1,068	\$96.2	Design-Build	Preliminary Charter approved Nov. 2022 Board.	TBD	ESP ROA approved Jan.-24 Board.
Garfield	New ES (No. 5 Replacement)	PK-5	767	852	\$80.2	Design-Build	Preliminary Charter approved Nov. 2022 Board.	TBD	ESP ROA approved Nov. 2023 Board.
New Brunswick	Middle School Annex (40 Van Dyke Ave.)	6-8, 9-12	765	859	TBD	Alternative Delivery	Acquisition approved Aug. 2023 Board.	n/a	Facility is currently leased by the District as an active school facility. Facility also housed the existing P-Tech HS Program.
Paterson	New STEAM & STARS HS	9-12	1,200	1,532	\$160.3	Design-Build	Preliminary Charter approved Jul. 2023 Board.	TBD	
Trenton	ES at Dunn MS	K-6	753	837	\$83.8	Design-Build	Preliminary Charter approved Jul. 2023 Board.	TBD	
Pleasantville	New Decatur Ave ES	PK-5	550	604	TBD	Design-Build	SDA In-House Design Program Concept Phase On-Going.	TBD	
West New York	New Middle School	6 - 8	750	833	TBD	Design-Build	SDA In-House Design Program Concept Phase On-Going.	TBD	Capital Plan included new PK - 5 school. Identified project will allow 6th grade students to move to MS and alleviate overcrowding in existing elementary schools.
Camden	New High School (East Side HS Replacement)	9 - 12	800	941	TBD	Design-Build	SDA In-House Design Program Concept Phase On-Going.	TBD	Capital Plan included 2 replacement ES projects however District has requested advancement of a replacement HS project instead.
Newark	New High School (University HS Replacement)	9 - 12	900	1,059	TBD	Design-Build	SDA In-House Design Program Concept Phase On-Going.	TBD	Replacement HS will leverage prior SDA site acquisition and allow existing aged Hawthorne School to occupy existing University HS.
Bridgeton	6-8	6-8	TBD	TBD	TBD	Design-Build	SDA In-House Design Program Concept Phase On-Going.	TBD	
Bridgeton	PK, 6-8	PK, 6-8	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing	TBD	
Jersey City	PK	PK	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing	TBD	
New Brunswick	MS Addition	6 - 8	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing	TBD	Need beyond acquisition of Middle School Annex under review with NJDOE.
Passaic City	9-12	9-12	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing	TBD	
Perth Amboy	K-5	K - 5	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing	TBD	
Salem City	PK-8	PK-8	TBD	TBD	TBD	Design-Build	DOE/District/SDA Working Group Meetings ongoing	TBD	
Garfield	PK-5	PK-5	TBD	TBD	TBD	Design-Build	Project phased with advancement of New ES (No. 5 Replacement).	TBD	

**Notes**

- PLEASE NOTE** - Dates in past are actual.
- NOTE # 1** - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable.  
 For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions.

**Portfolio Projects Activities Summary**

as of 1/24/23

**2012 Portfolio Projects (Active) - sorted by District**

		1							
District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Delivery Method	Advancement Status	School Occupied	Comments
Orange	Cleveland St. ES	PK-6	316	348	\$51.7	Design-Bid-Build	Award for GC approved Apr. 2023. (Terminal).	Sep-24	Previous GC Terminated for convenience 3/1/22. (B&C)
Perth Amboy	High School	HS	2,800	3,295	\$283.8	Design-Build	Award for D-B approved Nov. 2019 Board. (Terminal)	Sep-24	
Union City	New Grade 7 to 9 School	7-9	827	936	\$93.7	Design-Build	Award for D-B approved Jun. 2022 Board. (Dobco, Inc.)	Sep-25	

**Notes**

**PLEASE NOTE**

- Dates in past are actual.

**NOTE # 1**

- Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable.

For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions.



**Portfolio Projects Activities Summary**

as of 1/24/23

**2012 Portfolio Projects (Completed) - sorted by District**

District	Project	1				Delivery Method	Advancement Status	School Occupied	Comments
		Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)				
Camden	High School	9-12	1,244	1,468	\$132.6	Design-Build	School occupied Sep. 2021. (Bock)	Sep-21	
East Orange	Sheila Y. Oliver Academy (GW Carver ES)	PK-5	470	512	\$41.2	Design-Build	School occupied Sep. 2020. (Dobco)	Sep-20	
Elizabeth	New ES @ Halloran PS #22 ES Site	2-8	860	956	\$55.3	Design-Build	School occupied Sep. 2017. (Torcon)	Sep-17	
Garfield	James Madison ES	K-5	275	305	\$29.7	Design-Bid-Build	School occupied Sep. 2018. (Brockwell & Carrington)	Sep-18	
Gloucester City	Elementary/Middle School	4-8	687	763	\$65.3	Design-Build	School occupied Sep. 2017. (Terminal)	Sep-17	
Harrison	New ES	PK - 1	392	432	\$36.1	Design-Build	School delivered Nov. 2020. (Bock)	Nov-20	
Irvington	Madison Avenue ES	PK-5	463	504	\$38.6	Design-Build	School occupied Sep. 2019. (Bock)	Sep-19	
Keansburg	Caruso ES	K-4	758	842	\$50.9	Design-Build	School occupied Sep. 2016. (Hall Construction)	Sep-16	
Keansburg	Port Monmouth Road School	PK	318	318	\$28.4	Design-Bid-Build	School occupied Sep. 2023 (Niram)	Sep-23	
Millville	Senior HS Addition/Renovation	HS	2,026	2,384	\$149.2	Design-Build	School occupied Sep. 2023 (Hall Construction)	May-23	
New Brunswick	Robeson ES	PK-5	823	893	\$48.5	Design-Build	School occupied Sep. 2018. (Hall Construction)	Sep-18	
Newark	Elliot Street ES	PK-8	848	932	\$46.7	Design-Build	School occupied Jan. 2016. (Hall Construction)	Jan-16	
Newark	South Street ES	PK-8	597	657	\$69.9	Design-Build	School occupied Sep. 2018. (Bock)	Sep-18	
Orange	High School	9-12	1,440	1,694	\$59.8	Design-Bid-Build	School occupied Sep. 2023. (Terminal)	Sep-23	
Passaic	Dayton Ave. Campus	PK-8	2,760	3,020	\$240.9	Design-Build	Sub. Comp. achieved Nov. 2021. (Terminal)	Nov-21	
Passaic	Sonia Sotomayor ES (New ES @ Leonard Place)	K-5	628	698	\$55.9	Design-Build	School occupied Sep. 2019. (Dobco, Inc.)	May-19	
Paterson	Joseph A. Taub MS (New MS @ Union Ave.)	6-8	996	1,107	\$113.9	Design-Build	School Delivered 1 QTR 2022. (Epic Management)	1 QTR 22	
Pemberton	Denbo-Crichton ES	K-5	846	930	\$58.7	Design-Build	School occupied Sep. 2020. (Bock)	Sep-20	
Perth Amboy	Rose M. Lopez ES (Seaman Avenue ES)	K-5	724	804	\$56.4	Design-Build	School occupied Sep. 2019. (Epic Management)	Sep-19	
Phillipsburg	High School	9-12	1,846	2,172	\$127.5	Design-Bid-Build	School occupied Sep. 2016. (Epic Management)	Sep-16	
Plainfield	New Woodland ES	K-5	756	840	\$59.4	Design-Build	School occupied Sep. 2023. (Epic Management)	Sep-23	
Trenton	Central HS	10-12	1,850	2,176	\$155.4	Design-Build	School occupied Sep. 2019. (Terminal)	Sep-19	
Vineland	Lincoln Ave. MS (New MS)	6-8	562	624	\$49.8	Design-Build	School occupied Sep. 2018. (Bock)	Sep-18	
West New York	Memorial HS	9-12	1,859	2,194	\$16.0	Alternative Delivery	Acquisition of Existing St. Joseph's HS complete.	n/a	Renovation work delegated to District via Grant.

**Notes**

PLEASE NOTE - Dates in past are actual.

NOTE # 1 - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable.

For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions.

**Portfolio Projects Activities Summary**

as of 1/24/23

**2011 Portfolio Projects (Completed) - sorted by District**

		1							
District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Delivery Method	Advancement Status	School Occupied	Comments
Bridgeton	Buckshutem ES	K-8	581	645	\$23.3	Design-Build	School occupied Sep. 2016. (Bock)	Sep-16	
Bridgeton	Quarter Mile Lane ES	PK-8	731	795	\$39.0	Design-Build	School occupied Sep. 2017. (Bock)	Sep-17	
Elizabeth	Frank J. Cicarell Academy (Academic HS)	9-12	1,091	1,284	\$64.1	Design-Bid-Build	School occupied Sep. 2016. (Patock)	Sep-16	
Jersey City	Patricia M. Noonan ES (ES 3)	PK-5	778	848	\$54.0	Design-Build	School occupied Sep. 2017. (Dobco, Inc.)	Sep-17	
Jersey City	Dr. Maya Angelou PS #20	K-5	628	698	\$49.3	Design-Bid-Build	School occupied Sep. 2016. (Dobco, Inc.)	Sep-16	
Long Branch	Catrambone ES	PK-5	794	867	\$40.0	Design-Bid-Build	School occupied Sep. 2014. (Terminal Construction)	Sep-14	
New Brunswick	Redshaw ES	PK-5	906	990	\$51.2	Design-Build	School occupied Jan. 2015. (Hall Construction)	Jan-15	
Newark	Oliver St. ES	PK-8	848	932	\$73.6	Design-Build	School occupied May 2016. (Epic Management)	May-16	
Paterson	Dr. Hani Awadallah ES (Marshall St. ES)	K-8	650	722	\$55.2	Design-Bid-Build	School occupied Sep. 2016. (Dobco, Inc.)	Sep-16	
Paterson	PS 16	PK-8	641	705	\$62.4	Design-Build	School occupied Sep. 2016. (Hall Construction)	Sep-16	
West New York	Harry L. Bain PS 6	PK-6	736	814	\$16.8	Design-Bid-Build	School occupied Sep. 2017. (Paul Otto)	Aug-17	

**Notes**
**PLEASE NOTE** - Dates in past are actual.

**NOTE # 1** - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable.  
 For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions.



## Active Project Status Report Status as of 1/1/2024

### 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	2Q 2024	On-target	Sep-24	On-target	\$ 51,682,267
2	Perth Amboy	New High School	New Construction	Construction	2Q 2024	On-target	Sep-24	On-target	\$ 283,830,000
3	Union City	New Grade 7 to 9 School	New Construction	Design-Build Construction	3Q 2025	On-target	Sep-25	On-target	\$ 93,696,300



## Active Project Status Report Status as of 1/1/2024

### 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	Burlington City	Samuel Smith ES	Windows Repair/Replacement Partial Roof Replacement	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 3,920,500
2	Camden City	Veteran's Memorial School	Exterior Masonry, Windows, Roofing & Site Work	Construction	3Q 2024	On Target	4Q 2024	On-Target	\$ 6,588,900
3	East Orange	Fresh Start Academy	Building Envelope Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 3,909,963
4	Irvington	Grove Street School	Boiler Replacement	GCTO w/ Design Construction Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 3,968,782
5	Newark	Branch Brook School	Building Envelope Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 321,635
6	Newark	Cleveland School	Boiler Room Vault Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 1,664,389
7	Newark	Salome Urena School	Exterior Masonry Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 342,938
8	Newark	Techonology High School	Structural Vault Repairs and Façade Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 2,867,680
9	Newark	University High School	Building Envelope Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 1,819,548
10	Paterson	PS #5	Roof Replacement & Masonry Repairs	Construction	1Q 2023	Achieved	1Q 2024	On-Target	\$ 10,968,112
11	Trenton	Franklin ES	Exterior Structural Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 476,424
12	Union City	Emerson Middle School	Roof, Masonry & Stucco Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 2,842,848
13	Union City	Union Hill Middle School	Roof, Masonry, Stucco & Chimney Repairs	GCTO w/ Design Design Phase	2Q 2024	On Target	3Q 2024	On-Target	\$ 3,507,102

## **PROJECT STATUS REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director – Planning and Program Operations

DATE: February 7, 2024

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: January 2008 to December 2023

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 Activity To Report for Projects Active in Construction

### Substantially Complete & Building Occupied

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

Millville	Millville Senior HS - Addition & Renovation	\$14,700,000	\$10,074,875	\$4,625,125	68.5%	99%	Board approved additional building condition repair work and flood hazard area mitigation work added to the project.	Revised Final Project Charter approved by the Board in August 2023 to allocate additional contingency to the project from the Unforeseen Events Reserve. Change Order work to address HVAC issues remains to be completed.
Orange	Orange HS - Addition & Renovation	\$10,300,000	\$8,111,783	\$2,188,217	78.8%	99%	Unforeseen conditions related to the site and renovation portions of the project and connection of the HS to the Orange Preparatory Academy.	Revised Final Project Charter approved by the Board to allocate additional contingency to the project from the Unforeseen Events Reserve. Change Order work related to green house construction remains to be completed.

<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 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 Activity During the Reporting Period





## Revisions to Project Charters

Reporting Period: December 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**



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**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: February 7, 2024

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, 2023 through December 31, 2023.

**Noteworthy Items during the reporting period:**

- Executed 1 General Construction contract for the Garfield School District New Replacement ES project existing school demolition and early site package with APS Contracting, Inc. for \$2.1M.

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**Amendments & Change Orders Report**

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

**Noteworthy Items during the reporting period:**

- 2 Professional Services Amendments were executed during the reporting period totaling a credit of \$94k, none of the executed amendments required Board approval.
- 7 Construction Services Change Orders were executed during the reporting period totaling \$4.3M, of the executed change orders one required Board approval totaling \$4.3M.

**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: 12/1/2023 through: 12/31/2023

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>Others</b>										
GARFIELD	New Replacement ES (N22)	New	Demolition-PM	NT-0053-N01	APS Contracting, Inc.	S	\$2,071,000	12/15/2023	-	\$3,049,074
<b>Others</b>										
<b>Part 1. Professional Services</b>							<b>\$2,071,000</b>			<b>\$3,049,074</b>

## Contracts Executed Report

Reporting Period: 12/1/2023 through: 12/31/2023

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>										
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q02	Krueger International, Inc.		\$133,935	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q03	Krueger International, Inc.		\$130,161	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q04	Krueger International, Inc.		\$130,161	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q05	Krueger International, Inc.		\$195,072	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q06	Krueger International, Inc.		\$169,166	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q07	Krueger International, Inc.		\$171,683	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q08	Krueger International, Inc.		\$130,161	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q09	Krueger International, Inc.		\$145,260	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q10	Krueger International, Inc.		\$60,396	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q11	Krueger International, Inc.		\$108,035	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q12	Krueger International, Inc.		\$84,056	12/14/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q13	Krueger International, Inc.		\$121,487	12/15/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q14	Krueger International, Inc.		\$210,663	12/15/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q15	Krueger International, Inc.		\$197,830	12/15/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q16	Krueger International, Inc.		\$205,704	12/15/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q17	Krueger International, Inc.		\$170,391	12/15/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q18	Krueger International, Inc.		\$112,491	12/21/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q19	Krueger International, Inc.		\$160,423	12/22/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q20	Krueger International, Inc.		\$65,076	12/22/2023	-	
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q21	Krueger International, Inc.		\$82,561	12/22/2023	-	

## Contracts Executed Report

Reporting Period: 12/1/2023 through: 12/31/2023

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>										
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-Q22	Krueger International, Inc.		\$83,536	12/22/2023	-	
<b>Others</b>										
<b>Part 4. Other Contracts &amp; Services</b>										
							<b>\$2,868,244</b>			
							<b>Total Contract Award</b>		<b>Total Contracts Awarded</b>	
<b>Grand Totals - Professional and Construction Services Combined</b>							<b>\$4,939,244</b>			<b>22</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: 12/1/2023 through: 1/3/2024

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>Construction Management Services</b>													
Plainfield	New K-5 Elementary School	ET-0100-M01	7/23/2020	2	Cambridge Construction Management, Inc.	12/19/2023	\$1,541,484	\$224,796	(\$83,729)			\$1,682,551	9.15%
Plainfield	New K-5 Elementary School	ET-0100-M01	7/23/2020	3	Cambridge Construction Management, Inc.	12/19/2023	\$1,541,484	\$141,067	(\$10,000)			\$1,672,551	8.50%
<b>Professional Services</b>										<b>(\$93,729)</b>			
<b>Construction Services</b>													
<b>Contractor</b>													
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	67	Niram Inc.	12/22/2023	\$18,645,000	\$1,599,791	\$6,828			\$20,251,620	8.61%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	74	Niram Inc.	12/22/2023	\$18,645,000	\$1,606,620	\$1,423			\$20,253,043	8.62%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	78	Niram Inc.	12/22/2023	\$18,645,000	\$1,608,043	\$4,347			\$20,257,389	8.64%
Newark	Roberto Clemente E.S.	EP-0110-C01	5/25/2021	5	Catcord Construction Co., Inc.	12/22/2023	\$768,800	\$59,457	(\$7,875)			\$820,382	6.70%
Newark	Roberto Clemente E.S.	EP-0110-C01	5/25/2021	8	Catcord Construction Co., Inc.	12/22/2023	\$768,800	\$51,582	\$14,377			\$834,759	8.57%
Millville	High School	ST-0046-B01	5/24/2017	61	Hall Construction Co., Inc.	12/14/2023	\$114,453,000	\$10,074,875	\$4,314,370	Y	8/2/2023	\$128,842,245	12.57%
Perth Amboy	New Perth Amboy High School	ET-0099-B01	1/6/2020	19	Terminal Construction Corp.	12/7/2023	\$247,950,000	\$2,599,398	\$2,370			\$250,551,768	1.04%
<b>Contractor</b>										<b>\$4,335,840</b>			
<b>Construction Services</b>													
										<b>Total Change Order Summary</b>		<b>Total Change Orders</b>	
										<b>\$4,242,111</b>		<b>9</b>	
<b>Grand Totals</b>													
<b>Column Description Legend</b>													
<b>CO Execution Date</b>			<b>Date the Change Order was entered into the SIMS system</b>										
<b>Revised Contract Amount</b>			<b>Current value of the contract (excluding additional assignments) including current change order</b>										

**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:** February 7, 2024

**RE:** Diversity and Workforce Participation Monthly Update for November 2023

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

- Expectation to delegate 25% of value of contract to NJ Division of Revenue certified Small Business Enterprises (“SBEs”) and efforts to award 3% of contract value to disabled veteran-owned businesses.
- Local county workforce participation goals for minorities and females.
- Post-bid advertisement Subcontractor Approval Process and Certified Payroll Records submission requirement.
- Team process for monitoring and tracking vendor progress to meet the mentioned goals and requirements, 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. As each project progresses, our Team provides vendors outreach strategies to support their efforts in reaching the above-mentioned goals.

**SMALL BUSINESS ENTERPRISE ATTAINMENT**

The SDA regularly exceeds the State-mandated 25% SBE participation goal. The total SDA fully contracted dollars awarded in November 2023 was \$3,603,350. The total fully contracted dollars awarded in 2023 through November 30, 2023 was \$42,549,676. Of that total, \$13,236,534 was awarded to SBEs, including any minority, female and disabled veteran-owned SBEs. This represents an SBE current participation of 31.11% of all NTP-issued SDA contracts awarded in calendar year 2023. Participation will continue to increase as prime contractors hire additional subcontractors/subconsultants throughout the lifecycle of the construction project.

**Diversity Breakdown**

Type of Business Enterprise	Contract Amount	% of Total SDA Contracts
SBEs	\$ 13,236,534	31.11%
Minority Business Enterprises	\$ 1,000,000	2.35%
Women Business Enterprises	\$ 1,283,000	3.02%
Minority/Women-Owned Business Enterprises	\$ -0-	0.00%
Veteran Owned-Business Enterprises	\$ -0-	0.00%
Disabled Veteran-Owned Business Enterprises	\$ -0-	0.00%
<b>TOTAL DIVERSITY CONTRACTS</b>	<b>\$ 15,519,534</b>	<b>36.48%</b>

## WORKFORCE PARTICIPATION

For the month of November 2023, there was a contractor workforce of 382 on SDA projects. This workforce has to this point amassed a total of 34,053 contractor workforce hours. This is explained in more detail below:

<b>Contractor Workforce Breakdown for November 2023 (All Trades/Districts/Counties)</b>			
<b>Ethnicity</b>	<b>Total Workforce</b>	<b>Total Workforce Hours</b>	<b>Workforce Hours Percentage</b>
Black	31	3,115	9.15%
Hispanic	77	6,952	20.42%
Indigenous American	0	0	0.00%
Asian	0	0	0.00%
<b>Total Minority Participation</b>	<b>108</b>	<b>10,067</b>	<b>29.56%</b>
Total Non-Minority Participation	274	23,986	70.44%
Total Contractor Workforce	382	34,053	100.00%

The collective contractor workforce on SDA projects a total of 444,152 workforce hours for the period of January 1, 2023 through November 30, 2023, which includes 8,671 total female workforce hours.

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

<b>Local County Contractor Workforce Participation</b>	<b>Workforce Hours</b>	<b>Percentage</b>
*Total Contractor Workforce Hours	444,152	100.00%
<b>*Total Local County Workforce Hours</b>	<b>36,464</b>	<b>8.21%</b>
<b>Total Local County Non-Minority Workforce Hours</b>	<b>26,589</b>	<b>5.99%</b>
<b>Total Local County Female Workforce Hours</b>	<b>597</b>	<b>0.13%</b>
<b>Total Local County Minority Workforce Hours</b>		<b>2.22%</b>
<b>**Local County Workforce Hours by Race/Ethnicity:</b>		
Black	1,734	0.39%
Hispanic	7,877	1.77%
Indigenous American	0	0.00%
Asian	264	0.06%

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

\*\*Race/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, for the purposes of this memorandum, 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 November 30, 2023.

SDA Managed Project	Total Workforce Hours	Minority Workforce Hours & Percentage		Local County Workforce Hours & Percentage	
		Hours	Percentage	Hours	Percentage
Millville HS	9,611	1,308	13.61%	416	4.33%
Orange HS	1,087	336	30.91%	82	7.54%
Perth Amboy HS	365,844	99,764	27.27%	31,186	8.52%
Plainfield ES	23,925	5,642	23.58%	55	0.23%
Cleveland St ES	24,450	9,774	39.98%	1,123	4.59%
Union City MS	13,850	2,739	19.78%	0	0.00%
Port Monmouth Road School	249	106	42.57%	0	0.00%
Emergent Projects	5,136	3,820	74.38%	0	0.00%

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

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



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**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Planning and Program Operations

DATE: February 7, 2024

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 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.
- No grants were closed out during the reporting period.
- Since inception, approximately \$2.96B has been disbursed to 523 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 <sup>1</sup>	Executed	Closed-Out	Active
Districts Impacted	-	523	520	36
Number of Grant Projects	-	5,394	5,244	150
Total Project Cost Estimate	\$ -	\$ 8,937,045,882	\$ 8,827,174,280	\$ 109,871,601
Grant Amount	\$ -	\$ 2,998,336,615	\$ 2,945,538,079	\$ 52,798,536
Amount Disbursed	N/A	\$ 2,959,788,859	\$ 2,945,538,079	\$ 14,250,780

Total Funding Offered to School Districts via Grant Program	\$ 3,342,209,450
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Total ROD Grant Funding remaining for new Grant Projects	\$ 477,421,817
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1. Includes grants that have been offered to District's but have not yet been executed.

Monthly Activity ROD Grant Summary		
	Executed	Closed-Out
Districts Impacted	-	-
Number of Grant Projects	-	-
Total Project Cost Estimate	\$ -	\$ -
Grant Amount	\$ -	\$ -
Amount Disbursed	NA	\$ -

\* 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*)**

**RESOLUTION TO ADJOURN INTO EXECUTIVE SESSION**

## ***Resolution—9.***

### Resolution to Adjourn into Executive Session

#### **Resolution**

**WHEREAS**, the “Senator Byron M. Baer Open Public Meetings Act” (OPMA), N.J.S.A. 10:4-6, declares “the right of the public to be present at all meetings of public bodies” except as expressly provided in the Act; and

**WHEREAS**, N.J.S.A. 10:4-12 (b) provides that a public body may exclude the public from that portion of a meeting at which the public body discusses, among other things, any matter involving the lease... of real property with public funds...or any pending or anticipated litigation or contract negotiations in which the public body is or may become a party...falling within the attorney-client privilege, to the extent that confidentiality is required to preserve the attorney-client relationship; and

**WHEREAS**, the Members of the New Jersey Schools Development Authority (SDA or the Authority) have before them on this date one matter that, pursuant to N.J.S.A. 10:4-12, is appropriate for consideration in Executive Session; and

**WHEREAS**, the matter for Executive Session discussion and deliberation involves an extension of the Lease between NJSDA and Housing Authority of the City of Union City for premise located at 519-521 Summit Avenue, Union City for Block 19, Lot 9 and legal matters associated therewith; and

**WHEREAS**, the minutes of the Board’s February 7, 2024 Executive Session meeting will be available for release for public review upon the full and final conclusion of all negotiations, legal proceedings, and settlements, and associated matters and/or the execution of all documentation, agreements and leases associated therewith.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby resolve to adjourn into Executive Session to consider and deliberate with regard to the matter described herein.

**BE IT FURTHER RESOLVED**, that the minutes of the Board’s February 7, 2024 Executive Session meeting will be available for release for public review upon the full and final conclusion of all negotiations, legal proceedings, settlements, and associated matters, and/or the execution of all documentation, agreements and leases associated therewith.

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

Attached: Resolution to Adjourn into Executive Session, dated February 7, 2024

Dated: February 7, 2024