

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD MEETING  
WEDNESDAY, JUNE 5, 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 May 1, 2024
- b. Board Executive Session Meeting Minutes of May 1, 2024

**4. AUTHORITY MATTERS**

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

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

- a. Release of Funds from Program Reserve - Burlington City Public School District – Captain James Lawrence Elementary School - Emergent Project – Window Replacement and Flooring Repairs
- b. Release of Funds from Program Reserve - Millville Public School District – Holly Heights Elementary School Emergent Project – HVAC System Replacement
- c. Company Name: Epic Management, Inc. (Epic)  
District: Newark  
Contract No.: EP-0124-C01  
PMF/CM: NJSDA  
School Name: Branch Brook Elementary School  
Change Order No.: 1  
Reason: Necessary Project Scope Increase for Masonry Re-pointing and Repairs  
Amount: \$342,088.00  
Original Contract Amount: \$246,635.00  
Contract Status: 0 % Paid to Date against the Current Contract Value  
Anticipated Completion Date: September 2024  
Approval of Final Project Charter, Release of Funds from Program Reserve and Re-establishment of Contract Value
- d. Company Name: Catcord Construction Co. (Catcord)  
District: Trenton  
Contract No.: EP-0120-C01  
PMF/CM: NJSDA  
School Name: Franklin Elementary School  
Change Order No.: 1  
Reason: Final Construction Cost  
Amount: \$19,032.31  
Original Contract Amount: \$476,424.00

Contract Status: 24.41 % Paid to Date against the Current Contract Value  
Anticipated Completion Date: September 2024  
Approval of Final Project Charter, Release of Funds from Program Reserve and Re-establishment of Contract Value

## **6. MONTHLY REPORTS**

- a. *For Informational Purposes*
  - i. Active Projects Report
  - ii. Project Status Reports
  - iii. Contracts Executed Report/Amendments & Change Orders Executed Report
  - iv. Contract Terminations Report (*no activity*)
  - v. Settlement Activities Report (*no activity*)
  - vi. Diversity and Workforce Participation Report
  - vii. Regular Operating District Grant Activity Report
  - viii. Notification of Amendments to Goods and Services Contracts Not Exceeding \$100,000 or 10% of the Contract Value (*no activity*)
  - ix. Communications Report (*no report*)
  - x. Monthly Financial Report
  - xi. Design Contract De-Obligations Report (*no activity*)

## **7. EXECUTIVE SESSION**

- Legal Matter – Notification of Settlement (Insurance Coverage Matter)
- Litigation/Contract Matter(s) – OPMA Exemption N.J.S.A. 10:4-12b (7)  
CCD Report (*no activity*)

## **8. REQUEST MOTION TO ADJOURN PUBLIC MEETING**

## **APPROVAL OF MEETING MINUTES**

## **May 1, 2024 Open Session Minutes**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, MAY 1, 2024**

A meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, May 1, 2024 at 9:00A.M. in the Joseph A. McNamara Board Room at the offices of the Authority at 32 East Front Street, Trenton, New Jersey.

Participating were:

Robert Nixon, Public Member, Chairman

Juan Burgos (EDA)

Kevin Luckie (DCA)

David Moore (Treasury)

Bernard Piaia (DOE)

Lester Lewis-Powder, Public Member

Michael Maloney, Public Member

Mario Vargas, Public Member

being a majority of the Members. Mr. Moore, Mr. Lewis-Powder and Mr. Piaia 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; and Albert Barnes (teleconference), chief counsel of the SDA 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 majority 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 March 6, 2024 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. Vargas and seconded by Mr. Burgos, the Open Session minutes of the March 6, 2024 SDA Board meeting were approved with the Members' unanimous vote in favor of the resolution attached hereto as ***Resolution 3a***.

### ***Authority Matters***

#### ***CEO's Report***

Next, Mr. Nixon asked Mr. Da Silva for the report of the CEO. Mr. Da Silva gave an update on design-build projects in construction. He said that for the Millville High School project, the HVAC replacement is scheduled for this summer. For the Perth Amboy High School project, he reported that that punchlist work is ongoing. He advised that building IT is

operational. He noted that furniture and technology installation is ongoing. He said that enclosure activities are ongoing for the Union City New Grade 7-9 School project.

With respect for design-bid-build projects in construction, Mr. Da Silva informed the Members that for the Orange Cleveland Street project, installation of fire security, windows and other systems are ongoing. He added that boilers and air conditioners systems are underway, as well as installation of ceilings, flooring and site work.

Next, Mr. Da Silva provided an update on projects with active early site preparation. He said that for the Garfield New Elementary School project, asbestos containing material (ACM) removal and utility disconnect work is complete. He added that the demolition permit package is being assembled. For the Elizabeth New Elementary School, he advised that ACM removal has commenced in the addition. He added that the SDA is awaiting utility disconnect letters to commence demolition on the addition.

Turning to Authority events, outreach and other activities, Mr. Da Silva informed the Members that the Perth Amboy High School received a TCO from the Department of Community Affairs last month, which allowed management to do building walk-throughs with some of our SDA staff and Board Members including Mr. Nixon and Mr. Vargas. Mr. Da Silva stated that the facility is impressive, which is a testament to the hard work of the team on site and those behind the scenes as well. He noted that the school was delivered ahead of schedule. He said that it's the SDA goal to hand over the keys to the District today. He advised that Assembly Speaker Craig Coughlin and Assemblywoman Yvonne Lopez also joined the building walk-through. He added that the District will be holding a ribbon cutting ceremony later this summer.

Next, Mr. Da Silva said that the SDA once again participated in the annual Take Your Child to Work Day. He said that the SDA hosted 16 children of SDA employees on April 25. He

noted that the children participated in an activity with our Design Team, toured the SDA offices, worked with their parent/relative and had an opportunity to tour the State House.

Mr. Da Silva informed the Members that he, along with Mr. Guarriello and Mr. Voronov, testified before the Assembly Budget Committee and the Senate Budget and Appropriations Committee on April 10 and April 16. He added that they provided an update on our latest operations and capital plan, as well as answered questions from legislators. He noted that on April 26, he along with Mr. Voronov and Ms. Rajski testified before the Joint Committee on the Public Schools.

Finally, Mr. Da Silva advised the Members that the Financial Disclosure Statement (FDS) filing date is May 15, 2024 for our FDS filers, and a \$50 per day late fee will be assessed against anyone not filing the FDS by May 15, 2024.

A discussion then ensued regarding questions asked at the Assembly Budget Committee and the Senate Budget and Appropriations Committee hearings.

Mr. Nixon said that the Perth Amboy High School is an amazing building and it was very impressive to be there. He added that it was great work from everyone involved in the project.

### ***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 April 15, 2024 and advanced one item for Board consideration today. He reported that management is seeking Board approval Change Order (CO) No. 1, Revised Final Project Charter, a Release of Funds from the Program Reserve, and Reestablishment of Contract Value for the Newark University High School emergent project (School or Project). By way of background, Mr. Luckie said that the School built in 1957, is an approximately 149,000 square foot facility educating approximately 464 students in grades 7 through 12. He advised that through the Department of Education



(DOE) and SDA statewide effort to identify and evaluate potential emergent projects, identification of conditions at the School resulted advancement as an emergent project that includes select areas of roof replacement. He explained that the SDA determined to advance the Project through utilization of the general contractor task order (GCTO) Contract, and to require the general contractor to engage the services of a design consultant to complete needed design services. He informed the Members that in March 2023, Hall Building Corp. (Hall) was issued a notice of award for GCTO with Design to address the emergent conditions related to roof replacement, and was issued a notice-to-proceed in May 2023 for the Design phase. He said that the scope of work for this engagement includes all necessary design services and construction work, and removal of the roofing system to the existing structural deck, including all flashing and trim, as well as abatement of any hazardous materials necessary to complete the work as required based upon investigation during design. He advised that the existing roof structure and configuration would not allow for the SDA standard roof installation of drainage due to the configuration of the existing structure, and the architect was required to find an alternative roof design from the SDA Standard. He explained that the design team researched and found a roof that was acceptable to the SDA Design Studio, which adds a new roof drain to the roof area, impacting an area of the structure that has ACM. In continuing, Mr. Luckie reported that CO No. 1, in the total lump sum amount of \$225,136, is required to provide the amount equal to the differential in cost between the original contract amount. He added that it is further necessary to release the sum of \$205,136 from the SDA Program Reserve for emergent projects. He said that approval of the proposed adjusted contract price for Hall to address the Project, inclusive of CO No. 1, will total \$1,397,316. He explained that 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 Emergent Project and the reestablishment of the general construction

task order contractor's contract value.

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, with Mr. Lewis-Powder recused, 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 University High School project with its unanimous vote in favor of ***Resolution 5a***.

### ***Real Estate Committee***

At the Chairman's request, Mr. Vargas provided the report of the Real Estate Committee. He said that the Committee met on April 15 to discuss managements request for approval of awards for task order contracts for real estate appraisal services (Appraisal Services) in connection with land acquisition and potential site divestiture activities. Referencing materials that previously were provided for Board review, he reminded the Members that the SDA has been procuring Appraisal Services since 2003, noting that the current contracts will expire September 2024. He said that management is now proposing to establish a new pool of 22 real estate appraisal firms with the experience and qualifications to successfully perform the services. He explained that specific work assignments under the contracts would be made by way of task order assignments on an as needed, rotational basis. Mr. Vargas advised the Board that the proposed term of the contracts is 3 years, with each individual contract having a not-to-exceed value of \$50,000. He said that the proposed hourly rates and lump sum fees are the same as those of the current appraisal services procured in 2021. In concluding his report, Mr. Vargas advised the Board that all proposed firms have submitted the required documentation to enter into the term agreements. He noted that 11 of the 22 firms were not part of the 2021 contracts.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon motion duly made by Mr. Burgos and seconded by Mr. Piaia, the Board

approved the recommended contract awards for real estate appraisal services upon its unanimous vote in favor of *Resolution 6a*.

### ***Public Comments***

At this time Mr. Nixon announced that the public comments portion of the Meeting will commence consistence with the New Jersey Open Public Meetings Act.

At the Chairman's request Mr. Richard L. Matthews addressed the Board. Mr. Matthews said that he is the Business Administrator for the Paterson Public School District (District). He said that he finds the SDA Board Meetings to be very informative. He added that the District received \$4.1 million and has applied the monies to three very important jobs. He said that for the School No. 3 project, the abatement process has commenced. He added that for the Eastside High School (which is one of the oldest high schools in the District), the District is replacing the cafeteria floor and the interior doors. He said that he just wanted to give the SDA an update on how the District is using the \$4.1 million and to thank the SDA.

At the Chairman's request Nikki Baker addressed the Board. Ms. Baker said that she is a representative from Healthy Schools Now. She said that she just wanted to commend the SDA on all the work they are doing and thank the SDA for all the extensive presentations which helps inform the public as to what happens here. She said that she is looking forward to the continued progress the SDA is doing. She asked that when the SDA opens a new school, if management could extend her an invitation to the ribbon cutting ceremony. Mr. Da Silva advised that when the SDA opens a new school, it's the District that handles the ribbon cutting ceremony, not the SDA.

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 two matters: the first is a Request for Real Property Acquisition in Paterson New Jersey; and the second is a proposed Settlement of Cost Recovery Litigation relating to the Disposition of the Environmental Trust Escrow Held in Connection with the Trenton Roebling School Land Acquisition. She said that the Board will vote on these matters upon its return to Open Session.

Upon motion by Mr. Vargas and seconded by Mr. Burgos 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. Vargas announced that in Executive Session the Board had discussed management's and the Real Estate Committee's recommendation for a Request for Real Property Acquisition in Paterson New Jersey.

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. Burgos the Board, approved the Request for Real Property Acquisition in Paterson New Jersey with its unanimous vote in favor of ***Resolution 6b.***

Next, Mr. Vargas said that in Executive Session the Board also discussed management's and the Real Estate Committee's recommendation for a proposed Settlement of Cost Recovery Litigation relating to the Disposition of the Environmental Trust Escrow Held in Connection with the Trenton Roebling School Land Acquisition.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Maloney and seconded by Mr. Luckie the Board, approved the proposed Settlement of Cost Recovery Litigation relating to the Disposition of the Environmental Trust Escrow Held in Connection with the Trenton Roebling School Land Acquisition with its unanimous vote in favor of ***Resolution 6c.***

## *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 May 1, 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 May 1, 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 May 1, 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: June 5, 2024

## **AUTHORITY MATTERS**



## **CEO REPORT**

## **CHAIRMAN'S REPORT**

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

**Release of Funds from Program Reserve - Burlington City Public School District –  
Captain James Lawrence Elementary School - Emergent Project –  
Window Replacement and Flooring Repairs**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov, Managing Director, Planning & Program Operations

RE: District: Burlington City Public School District  
School: Captain James Lawrence Elementary School  
Description: Emergent Project – Window Replacement and Flooring Repairs  
Funding Requested: \$2,178,000

SUBJECT: Release of Funds from Program Reserve  
Burlington City Public School District – Captain James Lawrence Elementary School  
Emergent Project – Window Replacement and Flooring Repairs

DATE: June 5, 2024

**INTRODUCTION:**

I am writing to recommend approval of the release of funds from the Program Reserve maintained for emergent projects to address emergent conditions at the Captain James Lawrence Elementary School (Captain Lawrence ES) in Burlington City. The project is being advanced pursuant to NJSDA delegation for District management consistent with statutory and regulatory provisions. The total release of funding requested is \$2,178,000.

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010 as amended on March 7, 2012, Board approval is required for the release of funds from the Program Reserve for emergent projects exceeding \$500,000. The funding requested to address the emergent projects at this school exceeds \$500,000.

**BACKGROUND:**

The Captain Lawrence ES, built in 1859 with additions constructed in the 1930's, is an approximately 47,000 square foot facility that educates approximately 250 students in grades Kindergarten to 2.

In June 2023, the Burlington City Public School District submitted a potential emergent project to NJDOE for review to address the windows and flooring conditions at the Captain Lawrence ES. Subsequently in November 2023 NJDOE, after confirmation of the emergent conditions in consultation with NJSDA, issued a Preliminary Project Approval for a project to address window and flooring conditions at the school.

Based upon the level of design work completed by the District's consultant, LAN Associates (LAN), and the lack of complexity of the project it was determined that delegation for the District's management of the project would be the most expedient and efficient means of completing the work.

The District's consultant, LAN, reviewed the emergent conditions and developed scopes of work to address the window and flooring conditions. Due to the age and condition of the building's existing windows, the scope calls for replacement of the all existing exterior windows. Additionally, due to the condition of the existing corridor flooring, the scope calls for the replacement of the corridor floors throughout the building. The scope has been reviewed by NJSDA staff to ensure it adequately addresses the identified conditions and does not include work above that required to remedy the conditions. Based upon construction bids received by the District for the window replacement work and estimated costs for the flooring scope, professional services and other costs that have been reviewed by the NJSDA, the cost of the project, including appropriate contingency, totals \$2,178,000 as follows:

<b>Cost Category</b>	<b>Total Funding</b>
Construction Costs	\$1,736,000
Construction Contingency (15%)	\$260,000
Design Fees	\$55,000
Construction Administration	\$40,000
Other Costs (5%)	\$87,000
<b>Total Budget</b>	<b>\$2,178,000</b>

RECOMMENDATION:

The Members are requested to approve the release of \$2,178,000 from the Program Reserve to address the emergent window replacement and flooring repairs project at the Burlington City Public School District Captain James Lawrence Elementary School.

/s/ Gregory Voronov

Gregory Voronov, Managing Director, Planning & Program Operations

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.***

Release of Funds from Program Reserve  
Burlington City Public School District – Captain James Lawrence Elementary School  
Emergent Project Replacement of Exterior Windows and Corridor Floors

### **Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) requires that the Members of the Authority approve the release of funds from the Program Reserve for emergent projects or emergency situations exceeding \$500,000; and

**WHEREAS**, the Captain James Lawrence Elementary School (Captain Lawrence ES), built in 1859, is a 46,772 square foot facility that educates approximately 250 students in grades K to 2; and

**WHEREAS**, in June 2023, the Burlington City Public School District (District) submitted a potential emergent project to the NJ Department of Education (NJDOE) for review to address the windows and flooring conditions at the Captain Lawrence ES; and

**WHEREAS**, in November 2023 NJDOE, after confirmation of the emergent conditions in consultation with SDA, issued a Preliminary Project Approval for a project to address window and flooring conditions at the school; and

**WHEREAS**, based upon the level of design work completed by the District's consultant, LAN Associates (LAN), and the lack of complexity of the project it was determined that delegation for the District's management of the project would be the most expedient and efficient means of completing the work; and

**WHEREAS**, LAN reviewed the emergent conditions and developed scopes of work to address the window and flooring conditions, including replacement of the all existing exterior windows and the replacement of the corridor floors throughout the building; and

**WHEREAS**, based upon construction bids received by the District for the window replacement work and estimated costs for the flooring scope, professional services and other costs that have been reviewed by the SDA, the cost of the project, including appropriate contingency, totals \$2,178,000; and

**WHEREAS**, the background, scope and budget of this project is described in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, the funding requested to address the emergent project at the Captain Lawrence ES is \$2,178,000 thus necessitating Board approval; and

**WHEREAS**, executive management and associated program staff recommend Board approval of the release of \$2,178,000 from the Program Reserve to address the emergent project of replacement of the all existing exterior windows and the replacement of the corridor floors at the Captain Lawrence ES in the Burlington City School District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the release of \$2,178,000 from the Program Reserve to address the emergent exterior door and corridor floor replacement project at the Captain Lawrence Elementary School in the Burlington City School District consistent with the memorandum presented to the Board on this date and incorporated herein.

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

Attached: Memorandum, Release of Funds from Program Reserve, Burlington City Public School District, Captain James Lawrence Elementary School, Window Replacement and Flooring Repairs, Emergent Project, dated June 5, 2024

Dated: June 5, 2024



**Release of Funds from Program Reserve - Millville Public School District –  
Holly Heights Elementary School - Emergent Project – HVAC System Replacement**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov, Managing Director, Planning & Program Operations

RE: District: Millville Public School District  
School: Holly Heights Elementary School  
Description: Emergent Project – HVAC System Replacement  
Funding Requested: \$5,504,000

SUBJECT: Release of Funds from Program Reserve  
Millville Public School District – Holly Heights Elementary School  
Emergent Project – HVAC System Replacement

DATE: June 5, 2024

**INTRODUCTION:**

I am writing to recommend approval of the release of funds from the Program Reserve maintained for emergent projects to address emergent conditions at the Holly Heights Elementary School (Holly Heights ES) in Millville. The project is being advanced pursuant to NJSDA delegation for District management consistent with statutory and regulatory provisions. The total release of funding requested is \$5,504,000.

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010 as amended on March 7, 2012, Board approval is required for the release of funds from the Program Reserve for emergent projects exceeding \$500,000. The funding requested to address the emergent projects at this school exceeds \$500,000.

**BACKGROUND:**

The Holly Heights ES, built in 1974, is an approximately 93,000 square foot facility that educates approximately 460 students in grades Kindergarten to 5.

In May 2023, the Millville Public School District submitted a potential emergent project to NJDOE for review to address the HVAC system at the Holly Heights ES. Subsequently in September 2023 NJDOE, after confirmation of the emergent conditions in consultation with NJSDA, issued a Preliminary Project Approval for a project to address the HVAC system at the school.

The District is advancing the project utilizing multiple sources of funds inclusive of Federal COVID Relief funds, a grant from the BPU, and funds provided by the SDA through both the annual Fiscal Year Capital Maintenance & Emergent Projects grant and the SDA's Emergent Program for SDA Districts. As such, it has been determined that delegation for the District's management of the project would be the most appropriate means of completing the work.

The District's engaged consultant, Remington Vernick Engineers, reviewed the emergent conditions and developed the scope of work to address the HVAC system. Due to the age and condition of the building's existing HVAC system, the scope calls for replacement of the entire existing HVAC system. The scope has been reviewed by NJSDA staff to ensure it adequately addresses the identified conditions and does not include work above that required to remedy the conditions. Based upon construction bids received by the District for the HVAC work and estimated costs for professional services and other costs that have been reviewed by the NJSDA, the cost of the project, including appropriate contingency, totals \$13,304,000 as follows:

<b>Cost Category</b>	<b>Total Costs</b>
Construction Costs	\$11,840,000
Construction Contingency (5%)	\$592,000
Design Fees	\$508,000
Construction Administration	\$127,000
Other Costs (2%)	\$237,000
<b>Total Budget</b>	<b>\$13,304,000</b>

<b>Funding Sources</b>	<b>Amount</b>
BPU Grant Funds	\$5,000,000
Federal COVID Relief Funds	\$1,800,000
FY24 Capital Maintenance & Emergent Project Grant	\$1,000,000
NJSDA Emergent Program Reserve	\$5,504,000
<b>Total</b>	<b>\$13,304,000</b>

RECOMMENDATION:

The Members are requested to approve the release of \$5,504,000 from the NJSDA Emergent Program Reserve to address the emergent HVAC system replacement project at the Millville Public School District Holly Heights Elementary School.

/s/ Gregory Voronov

Gregory Voronov, Managing Director, Planning & Program Operations

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 5b.***

Release of Funds from Program Reserve  
Millville Public School District – Holly Heights Elementary School  
Emergent Project – HVAC System Replacement

### **Resolution**

**WHEREAS**, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) requires that the Members of the Authority approve the release of funds from the Program Reserve for emergent projects or emergency situations exceeding \$500,000; and

**WHEREAS**, the Holly Heights Elementary School (Holly Heights ES or School) in the Millville Public School District (District), built in 1974, is a 93,000 square foot facility that educates approximately 460 students in grades K to 5; and

**WHEREAS**, in May 2023, the District submitted a potential emergent project to NJ Department of Education (DOE) for review to address the HVAC system at the Holly Heights ES; and

**WHEREAS**, subsequently in September 2023 DOE, after confirmation of the emergent conditions in consultation with SDA, issued a Preliminary Project Approval for a project to address the HVAC system at the School; and

**WHEREAS**, the District is advancing the project utilizing multiple sources of funds inclusive of Federal COVID Relief funds, a grant from the BPU, and funds provided by the SDA through both the annual Fiscal Year Capital Maintenance & Emergent Projects grant and the SDA's Emergent Program for SDA Districts; and

**WHEREAS**, it has been determined that delegation for the District's management of the project would be the most appropriate means of completing the work, and the District engaged consultant, Remington Vernick Engineers, to review the emergent conditions and develop the scope of work to address the HVAC system; and

**WHEREAS**, due to the age and condition of the building's existing HVAC system, the scope calls for replacement of the entire existing HVAC system; and

**WHEREAS**, based upon construction bids received by the District for the HVAC work and estimated costs for professional services and other costs that have been reviewed by the SDA, the total cost of the project, including appropriate contingency, totals \$13,304,000; and

**WHEREAS**, the funding requested to address the emergent project at the Holly Heights ES is \$5,504,000 from the SDA Emergent Program Reserve and requires Board approval; and

**WHEREAS**, the requested amount of \$5,504,000 from the Program Reserve, together with \$1,000,000 from the FY24 Capital Maintenance & Emergent Project Grant, represents the SDA share of the total cost of the project; and

**WHEREAS**, the background, scope, sources of funding and budget for this project is described in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, executive management and associated program staff recommend Board approval of the release of \$5,504,000 from the Program Reserve to address the emergent HVAC System Replacement project at the Holly Heights ES in the Millville Public School District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the release of \$5,504,000 from the Program Reserve to address the emergent HVAC System Replacement project at the Holly Heights Elementary School in the Millville Public School District consistent with the memorandum presented to the Board on this date and incorporated herein.

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

Attached: Memorandum, Release of Funds from Program Reserve, Millville Public School, District,  
Holly Heights Elementary School, Emergent Project – HVAC System Replacement, dated,  
June 5, 2024

Dated: June 5, 2024

**Epic Management, Inc. - Change Order No. 1 , Approval of Final Project Charter, Release  
of Funds from Program Reserve, Re-establishment of Contact Value - Newark Public  
Schools District - Branch Brook Elementary School - Emergent Project**



MEMORANDUM

TO: Members of the Authority

FROM: Joseph Lucarelli  
Program Director, Construction Operations

Gregory Voronov  
Managing Director, Planning and Program Operations

DATE: June 5, 2024

SUBJECT: Branch Brook Elementary School - Masonry Re-pointing and Repairs – Emergent Project  
Change Order #1– Epic Management, Inc.  
Approval of Final Project Charter, Release of Funds from Program Reserve and  
Re-establishment of Contract Value

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COMPANY NAME:	Epic Management, Inc. (Epic)
DISTRICT:	Newark
CONTRACT NO.:	EP-0124-C01
PMF/CM:	NJSDA
SCHOOL NAME:	Branch Brook Elementary School
CHANGE ORDER NO.:	1
REASON:	Necessary Project Scope Increase for Masonry Re-pointing and Repairs
AMOUNT:	\$342,088.00
ORIGINAL CONTRACT AMOUNT:	\$246,635.00
CONTRACT STATUS:	0% Paid to Date against the Current Contract Value
ANTICIPATED COMPLETION DATE:	September 2024

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INTRODUCTION

We are writing to recommend that the Members of the Authority approve four related actions to address emergent conditions (Project) at the Newark Branch Brook Elementary School (School) in the Newark Public School District (District):

1. Change Order (CO) #1 in the lump sum value of \$342,088.00. The processing of this change order will fully fund all work required to complete this emergent project. The additional funds requested for the Project are required due to scope modification and redesign as a result of existing conditions discovered during investigations and design work undertaken by the engaged task order contractor;
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;

3. The release of funds from the NJSDA Program Reserve maintained for emergent projects; and
4. Reestablishment of the general construction task order contractor's contract value for the purpose of the application of ongoing Operating Authority requirements. The reestablished value for this purpose shall be the revised contract value inclusive of Change Order #1.

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, Board approval is required 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 and the release of funds for an emergent project is in excess of \$500,000. This CO exceeds \$250,000 and 10% of the contract value, and when aggregated with prior approved funding the total funding for this project exceeds \$500,000.

### BACKGROUND

The Branch Brook Elementary School (ES), now known as ECC North, built in 1925 is an approximately 28,000 square foot facility in the Newark Public School District educating approximately 93 Pre-K students.

Through the New Jersey Department of Education (NJDOE) and NJSDA statewide effort to identify and evaluate potential emergent projects, the emergent condition at Branch Brook ES was approved for funding in order to address necessary exterior masonry re-pointing, and repairs of select areas. The NJSDA advanced this project by way of rotational assignment through the utilization of the NJSDA's General Construction Services Task Order (GCTO) Contract with Design which requires the General Contractor to engage the services of a Design Consultant to complete needed Design Services. On December 2, 2022, Epic Management, Inc. (Epic) was contacted as the next firm on the contractor rotational list, and Epic confirmed its interest in the project.

On May 1, 2023, Epic was issued a Notice of Award for GCTO with Design to address the emergent conditions related to exterior masonry re-pointing, and repairs of select areas. On June 7, 2023 Epic was issued a Notice-to-Proceed with the Design for this work.

The scope of work includes repointing of select brick surfaces of the Multi-Purpose Room exterior walls that extend above the first floor roof at the center area of the original 1925 school facility. The areas of masonry repointing is estimated to be approximately 2,260 square feet, and includes the removal of temporary coatings and sealants around existing scuppers, windows, and hoods prior to repointing. The project also calls for the provision of new sealant at joints and the selective replacement of approximately 70 square feet of damaged, cracked or otherwise unusable brick with new replacement. In addition, there is abatement of asbestos-containing material (ACM) required to complete the work as necessary.

NJSDA staff will provide Construction Management oversight for the design phase of the project and has contracted with Anser Advisory for Construction Management Services for the construction phase.



REASON FOR CHANGE

The contract was issued to Epic utilizing the General Construction Services Task Order (GC Task Order) Contract with Design. The design has been completed and approved by NJDCA. Epic contacted several subcontractors for cost and developed the final cost for all work including the abatement of the ACM material.

The original award for this engagement was based upon Epic’s review of the Request for Proposal (RFP) scope documents presented at the time of bid by the NJSDA. Following Epic’s development of the design and the revised schedule, the not-to exceed (NTE) cost originally allocated for construction was determined to be insufficient. The increase in the cost was due to accessibility issues related to the project site, current construction cost escalation and the finding of hazardous material, the cost of which was not initially contemplated in the base award. 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 finalized, negotiated and agreed to construction cost required to effect the masonry re-pointing and repairs.

The following provides the breakdown of the differential in construction costs following development and refinement of design required to effect masonry re-pointing and repairs:

<u>Original Project Cost Estimate Breakdown:</u>	
Design Costs	\$ 36,600.00
Design Allowances	\$ 35,000.00
<u>Construction Costs</u>	<u>\$ 175,035.00</u>
Total Original Project Cost (NTE)	\$ 246,635.00
Negotiated and Agreed Construction Costs	\$ 514,208.00
<u>Original Value of Construction Costs</u>	<u>\$ 224,335.00</u>
Additional Funds Required for the Construction	\$ 289,873.00
<u>Additional Cost Multiplier, Bonding &amp; Insurance Costs</u>	<u>\$ 52,215.00</u>
Total Value for Change Order #1	\$ 342,088.00

SUMMARY OF THE CHANGE

CO #1, in the total lump sum value of \$342,088.00, will provide the additional funds required for the differential in cost between the original NTE cost allocated for construction and the actual finalized, negotiated and agreed to construction cost required to complete the work.

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	\$ 246,635.00
b. Change Orders to Date (excluding proposed change order)	\$ 0.00
c. Proposed Change Order Amount	\$ 342,088.00
d. Total Change Orders to Date including this Change Order (Total of Line (b.) and Line (c.))	\$ 342,088.00
e. Percentage Change to Original Contract (Line (d.) represents a percent of Line (a.))	138.7%
f. Proposed Adjusted Contract Price (Line (a.) plus Line (d.))	\$ 588,723.00

### FINAL BUDGET

The value of Epic’s contract to address the emergent Project is \$588,723.00 inclusive of CO #1. As reflected in the attached Project Charter, total Project funding, including design costs, construction costs, contingencies, allowances, NJSDA staff costs and other costs is estimated at a value in the amount of \$1,064,542.00 (inclusive of prior approved funding of \$566,435.00 in addition to the \$498,107.00 proposed for release from the Program Reserve). Funding for the total Project costs is available within the NJSDA Program Reserve maintained for emergent projects.

### REASON FOR RE-ESTABLISHMENT OF CONTRACT VALUE

NJSDA staff have 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. Therefore, we recommend the adjusted contract value, inclusive of CO #1, is the appropriate baseline for the application of Operating Authority requirements going forward.

If approved, NJSDA management will again seek Board approval should future change orders individually exceed \$250,000.00, or singularly or in the aggregate exceed 10% of the reestablished contract amount of \$588,723.00, as set forth above

### RECOMMENDATION

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

1. CO #1 in the lump sum value of \$342,088.00. 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 required as the scope of the work developed exceeded the initial scoping of the project due to existing conditions that were discovered during investigations and design work undertaken by the engaged task order contractor;
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;

3. The release of \$498,107.00 from the NJSDA Program Reserve maintained for emergent projects;  
and
4. Reestablishment of the general construction task order contractor's contract value for the purpose of the application of ongoing Operating Authority requirements. The reestablished value for this purpose shall be the revised contract value inclusive of CO #1.

Recommended by:

/s/ Joseph Lucarelli

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Joseph Lucarelli, Director, Construction Operations

/s/ Gregory Voronov

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Gregory Voronov, Managing Director, Planning and Program 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: 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**

06/05/24

**Supersedes**

**Charter Dated**

N/A

**Region:** Northern

**District:** Newark

**School Name:** Branch Brook ES (ECC North)

**Project Type:** Emergent

**DOE # / Project #:** 3570-270-21-0BBO

**Project Location:** 228 Ridge Street Newark, NJ

**Project Budget:** \$ 1,064,542

**Anticipated Construction NTP Date** June-24

**Anticipated Final Completion Date** December-24

**Project Initiation Date:** October-21

## Funding Sources

- 2011 Emergent Reserve  
- 2008 Emergent Reserve

Charter Version and Date	Project Summary
<input checked="" type="checkbox"/> Final      06/05/24	The scope of work includes repointing of select brick surfaces of the Multi -Purpose Room exterior walls that extend above the first floor roof at the center area of the original 1925 school facility. The areas of masonry repointing is estimated to be approximately 2,260 square feet, the removal of temporary coatings and sealants around existing scuppers, windows, and hoods prior to repointing and provision of new sealant at joints between the brick work and these elements and other dissimilar materials and the selective replacement of approximately 70 square feet of damaged, cracked or otherwise unusable brick with new replacement. In addition there is abatement of hazmat required to complete the work as necessary.
<b>Revision # and Date</b>	
<input type="checkbox"/> One	
<input type="checkbox"/> Two	
<input type="checkbox"/> Three	<b>Purpose for Advancement of Emergent Charter</b>
To establish the final budget for the project inclusive of dollar values for the final negotiated value for construction, appropriate contingency, allowances, NJSDA staff costs, and estimated other costs.	

## Recommendation

/s/ Joseph Lucarelli Program Director - Project <div style="border: 1px solid black; padding: 2px; width: 150px; margin-top: 5px;">Joseph Lucarelli</div>	Jun 5, 2024 Date
/s/ Gregory Voronov Managing Director - Program Operations <div style="border: 1px solid black; padding: 2px; width: 150px; margin-top: 5px;">Gregory Voronov</div>	Jun 5, 2024 Date
<div style="border: 1px solid black; height: 20px; width: 150px; margin-top: 10px;"></div>	Date
VP - Program Ops and Strategic Planning <div style="border: 1px solid black; padding: 2px; width: 150px; margin-top: 5px;">Vacant</div>	Date

## Approval

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

/s/ Manuel Da Silva Chief Executive Officer <div style="border: 1px solid black; padding: 2px; width: 150px; margin-top: 5px;">Manuel Da Silva</div>	Jun 5, 2024 Date
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# New Jersey Schools Development Authority

## Emergent Project Charter

### Project Budget

<b>District / Project Name:</b>	Newark/Branch Brook ES (ECC North)
<b>DOE # / Project #:</b>	3570-270-21-0BBO
<b>Charter Date:</b>	06/05/24

#### **Special Considerations:**

The project budget is based upon the final negotiated value of 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 Testing: \$15,000 2. Additional Investigative and Design Activities: \$15,000 3. Photocopying, Printing Shipping: \$5,000

#### **Project Budget:**

##### **GC Task Order with Design Costs**

Design & Construction Costs	\$553,723
Allowances	\$35,000
Construction Contingency	\$100,000

<b>Total Construction Costs</b>	<b>\$688,723</b>
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##### **Other Costs:**

CM Services	\$244,800
Project Management (SDA Staff)	\$80,000
Other Costs	\$30,000

<b>Total Other Costs</b>	<b>\$354,800</b>
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##### **PreDevelopment & Environmental Costs:**

PreDevelopment	\$21,019
Environmental/Remediation	\$0

<b>Total PreDevelopment &amp; Environmental Costs</b>	<b>\$21,019</b>
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<b>Total Project Budget</b>		<b>\$1,064,542</b>
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##### **2011 Emergent Reserve Impact**

Prior Approved Funding	\$566,435
Current Funding Requested	\$498,107

## ***Resolution 5c.***

Epic Management, Inc., Change Order No. 1, Approval of the Final Project Charter, Release of Funds from Program Reserve, Re-establishment of Contract Value, Newark Public Schools District, Branch Brook Elementary School, EP-0124-C01 - Emergent Project

### **Resolution**

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

**WHEREAS**, SDA requires that the Members of the Authority authorize and approve the release of funds from the Program Reserve for emergent projects exceeding \$500,000 and final project charters; and

**WHEREAS**, Branch Brook Elementary School (Branch Brook ES or School), now known as ECC North, built in 1925 is an approximately 28,000 square foot facility in the Newark Public School District educating approximately 93 Pre-K students; and

**WHEREAS**, the New Jersey Department of Education (DOE) and SDA identified the School's exterior masonry deficiencies as an emergent project that qualified for advancement and approved it for funding to address necessary exterior masonry re-pointing, and repairs of select areas; and

**WHEREAS**, the SDA advanced this project by way of rotational assignment through the utilization of the SDA's General Construction Services Task Order Contract (GCTO) with Design which requires the General Contractor to engage the services of a Design Consultant to complete needed Design Services; and

**WHEREAS**, Epic Management, Inc. (Epic) was contacted on December 2, 2022 as the next firm on the contractor rotational list, and Epic confirmed its interest in the project; and

**WHEREAS**, on May 1, 2023, Epic was issued a Notice of Award for GCTO with Design, and on June 7, 2023 was issued a Notice-to-Proceed with the Design for this work; and

**WHEREAS**, the original award for this engagement was based upon Epic's review of the Request for Proposal scope documents presented at the time of the bid by the SDA, but following Epic's development of the design and the revised schedule, the not-to exceed (NTE) cost originally allocated for construction was determined to be insufficient; and

**WHEREAS**, the increase in the cost was due to accessibility issues related to the project site, current construction cost escalation and the finding of hazardous material, the cost of which was not initially contemplated in the base award; and

**WHEREAS**, the scope of work for the project includes repointing of select brick surfaces of the exterior walls that extend above the first floor roof at the center area of the original 1925 school building, estimated to be approximately 2,260 square feet, and the removal of temporary coatings and sealants around existing scuppers, windows, and hoods prior to repointing; and

**WHEREAS**, the project also calls for the provision of new sealant at joints and the selective replacement of approximately 70 square feet of damaged, cracked or otherwise unusable brick with new replacements, and the abatement of asbestos-containing material required to complete the work; and

**WHEREAS**, CO No. 1 is required to provide the amount equal to the differential in cost between the original NTE cost allocated for construction and the actual finalized, negotiated and agreed to construction cost required to effect the masonry re-pointing and repairs; and

**WHEREAS**, SDA staff will provide Construction Management oversight for the design phase of the project and has contracted with Anser Advisory for Construction Management Services for the construction phase; and

**WHEREAS**, CO No. 1, in the total lump sum value of \$342,088 will provide the additional funds required for the differential in cost between the original NTE cost allocated for construction and the actual finalized, negotiated and agreed to construction cost required to complete the work; and

**WHEREAS**, all reviewing SDA 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; and

**WHEREAS**, it is further necessary to release the sum of \$498,107 from the SDA Program Reserve for emergent projects; and

**WHEREAS**, the value of Epic's contract to address the emergent Project is \$588,723 inclusive of CO No.1 and as reflected in the attached Project Charter, total Project funding, including design costs, construction costs, contingencies, allowances, SDA staff costs and other costs is estimated at a value in the amount of \$1,064,542 (inclusive of prior approved funding of \$566,435 in addition to the \$498,107 proposed for release from the Program Reserve); and

**WHEREAS**, it is also now necessary to approve the Project's Final Charter and provide the increased funding necessary to ensure that sufficient funds exist to support completion of the Emergent Project; and

**WHEREAS**, the reason for the change, a summary of the change and reason for the reestablishment of the contract value are set forth in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, all documents supporting this change order have been reviewed by the associated SDA project team for adherence to current SDA policy and procedures, and SDA 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.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the issuance of Change Order No. 1 in the lump sum value of \$342,088 fully fund the work required to complete all work noted for this emergent project.

**BE IT FURTHER RESOLVED**, that the Members of the Authority approve the Project's 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, SDA staff costs and other costs.

**BE IT FURTHER RESOLVED**, that the Members of the Authority approve the release of \$498,107 from the SDA Program Reserve maintained for Emergent Projects.

**BE IT FURTHER RESOLVED**, that the Members of the Authority authorize the reestablishment of the Project's general construction task order contractor's contract value for purposes of the application of ongoing Operating Authority requirements consistent with the memorandum presented to the Board on this date and incorporated herein.

**BE IT FURTHER RESOLVED**, that these four related actions are necessary and appropriate to address and facilitate advancement of 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, — Change Order No. 1, Epic Management, Inc., Approval of Final Project Charter, Release of Funds from Program Reserve for Emergent Projects and Re-establishment of Contract Value, Newark Public Schools District – Branch Brook Elementary School, EP-0124-C01 - Emergent Project, dated, June 5, 2024

**Dated:** June 5, 2024



**Catcord Construction Co. - Change Order No. 1 , Approval of Final Project Charter,  
Release of Funds from Program Reserve, Re-establishment of Contact Value -  
Trenton Public Schools District - Franklin Elementary School - Emergent Project**



## MEMORANDUM

TO: Members of the Authority

FROM: Steve Wendling  
Program Director, Construction Operations

Gregory Voronov  
Managing Director, Planning and Program Operations

DATE: June 5, 2024

SUBJECT: Trenton Franklin Elementary School – Emergent Project  
Change Order #1- Catcord Construction Co.  
Approval of Final Project Charter, Release of Funds from Program Reserve and  
Re-establishment of Contract Value

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COMPANY NAME:	Catcord Construction Co. (Catcord)
DISTRICT:	Trenton
CONTRACT NO.:	EP-0120-C01
PMF/CM:	NJSDA
SCHOOL NAME:	Franklin Elementary School
CHANGE ORDER NO.:	1
REASON:	Final Construction Cost
AMOUNT:	\$19,032.31
ORIGINAL CONTRACT AMOUNT:	\$ 476,424.00
CONTRACT STATUS:	24.41 % Paid to Date against the Current Contract
ANTICIPATED COMPLETION DATE:	September 2024

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## INTRODUCTION

We are writing to recommend that the Members of the Authority approve four related actions to address emergent conditions (Project) at the Trenton Franklin Elementary School (Franklin ES) in the Trenton Public School District (District):

1. Change Order (CO) #1 in the lump sum value of \$19,032.31. The processing of this change order will fully fund all the work required to complete this emergent project. The additional funds requested for the Project are required due to scope modification as a result of existing conditions discovered during investigations and design work undertaken by the engaged task order contractor;
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;

3. The release of funds from the NJSDA Program Reserve maintained for emergent projects; and
4. Re-establishment of the general construction task order contract value for the purpose of the application of ongoing Operating Authority requirements. The reestablished value for this purpose shall be the revised contract value inclusive of Change Order # 1.

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, Board approval is required for 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 and the release of funds for an emergent project is in excess of \$500,000. Although this CO does not exceed \$250,000.00 or 10% of the contract value, when aggregated with prior approved funding, the total funding for this project exceeds \$500,000.

## BACKGROUND

The Franklin ES, built in 1913, is an approximately 42,000 square foot facility in the Trenton Public Schools District educating approximately 379 students in grades K through 5.

A statewide effort by the New Jersey Department of Education (NJDOE) and NJSDA to identify and evaluate potential emergent projects identified conditions at the Franklin ES that qualify for advancement as an emergent project. The emergent project ultimately advanced includes partial demolition and reconstruction of the existing chimney. The NJSDA advanced this project by way of rotational assignment through the utilization of the NJSDA's General Construction Services Task Order (GCTO) Contract with Design which requires the General Contractor to engage the services of a Design Consultant to complete needed Design Services. On August 04, 2022, Catcord Construction Co. (Catcord) was contacted as the next firm on the contractor rotational list, and Catcord confirmed its interest in the project.

The GCTO Contract was established so that the NJSDA has available a pool of contractors to perform certain work. The NJSDA Board initially approved the use of the GCTO Contract on September 4, 2019, and amended its approval on February 16, 2022 to increase the total per region award amount that each individual firm can receive. Specifically, no individual task order can exceed \$3 million and no individual firm can receive more than \$7.5 million of work per region during the duration of the Contract.

On April 11, 2023, Catcord was issued a Notice of Award for GCTO with Design to address the emergent conditions related to chimney repair. On May 25, 2023, Catcord was issued a Notice-to-Proceed for the Design phase.

The scope of work for this engagement includes all necessary design services and construction work necessary to undertake the partial demolition and reconstruction of the existing chimney. This requires removal of existing cracked chimney brick and the reinstallation of new brick, including installation of new flashing at the chimney repair area, as well as abatement of any hazardous materials necessary to complete the work as required based upon investigation during design.

NJSDA staff will provide Construction Management oversight for the construction phase of the project.

REASON FOR CHANGE

The contract was issued to Catcord utilizing the GCTO Contract with Design. The Time and Material (T&M) Not-To-Exceed (NTE) GCTO Agreement with Catcord is in the amount of \$476,424.00. All Design Phase services have been completed and the plans have been released by the NJDCA. Recently, the NJSDA and Catcord agreed to convert the remaining Construction Phase from T&M, NTE to a lump sum contract in accordance with Section 13.3 of the GCTO Agreement. Accordingly, Catcord provided NJSDA with various competitive price proposals Catcord obtained to arrive at its proposed lump sum cost for the remaining construction work. Between April 12th and April 15th 2024, NJSDA and Catcord negotiated and agreed to a final lump sum cost of \$495,456.31 for all completed work and all remaining work necessary for completion of the project. The additional \$19,032.31 cost to the overall project accounts for the added hazardous material abatement work and construction administration services for the architect of record.

CO #1, in the total lump sum value of \$19,032.31, will provide the additional funds required to complete the construction phase of the partial demolition and reconstruction of the chimney project. The work will commence after the end of the 2023-24 school year on June 25, 2024.

The original award for this engagement was based upon Catcord’s review of the Request for Proposal (RFP) scope documents presented at the time of bid by NJSDA. Following Catcord’s development of the design and revised schedule, it was determined that the NTE cost originally allocated for construction was insufficient to complete the scope of work. 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 finalized, negotiated and agreed to construction cost required to effect the partial chimney repair.

The following provides the breakdown of the differential in construction costs following development and refinement of design required to effect the partial chimney repair:

<u>Original Project Cost Breakdown</u>	
Design Costs	\$ 45,100.00
Allowances	\$ 41,300.00
<u>Construction Phase Costs including Cost Multiplier, Bond &amp; Ins.</u>	<u>\$ 390,024.00</u>
Total Original Project Cost	\$ 476,424.00
 <u>Proposed Change Order Cost Breakdown</u>	
Design Costs	\$ 45,100.00
Allowances	\$ 41,300.00
AOR Construction Administration Costs	\$ 11,186.00
<u>Construction Phase Costs including Cost Multiplier, Bond &amp; Ins.</u>	<u>\$ 397,870.31</u>
Total Negotiated Project Costs	\$ 495,456.31
 Negotiated and Agreed Construction Phase Costs	 \$ 495,456.31
<u>Original Contract Value</u>	<u>\$ 476,424.00</u>
Change Order No. 1 Value	\$ 19,032.31

SUMMARY OF THE CHANGE

CO #1, in the total lump sum value of \$19,032.31, will provide the additional funds required for the differential in cost between the original NTE cost allocated for construction and the actual finalized, negotiated and agreed to construction cost required to effect the chimney repair work.

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	\$ 476,424.00
b. Change Orders to Date (excluding proposed change order)	\$ 0.00
c. Proposed Change Order Amount	\$ 19,032.31
d. Total Change Orders to Date including this Change Order (Total of Line (b.) and Line (c.))	\$ 19,032.31
e. Percentage Change to Original Contract (Line (d.) represents a percent of Line (a.))	3.99%
f. Proposed Adjusted Contract Price (Line (a.) plus Line (d.))	\$ 495,456.31

FINAL BUDGET

The value of Catcord’s contract to address this emergent Project is \$495,456.31, inclusive of Change Order #1. As reflected in the attached Final Project Charter, total Project funding, including design costs, construction costs, contingencies, allowances, NJSDA staff and other costs is estimated at the amount of \$694,839.00 (inclusive prior approved funding of \$495,124.00 in addition to the \$199,715.00 proposed for release from the Program Reserve). Funding for the total Project costs is available within the NJSDA Program Reserve maintained for emergent projects.

REASON FOR RE-ESTABLISHMENT OF CONTRACT VALUE

NJSDA staff have determined that the revised contract value, inclusive of this change order, represents the true value of the work necessary to implement the chimney repair work Project. Therefore, we recommend the adjusted contract value, inclusive of CO #1, is the appropriate baseline for the application of Operating Authority requirements going forward.

If approved, NJSDA management will again seek Board approval should future change orders individually exceed \$250,000.00, or singularly or in the aggregate exceed 10% of the reestablished contract amount of \$495,456.31, as set forth above.

## RECOMMENDATION

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

1. Change Order #1 in the lump sum value of \$19,032.31. The processing of this change order will fully fund the work required to complete this emergent project. The additional funds are required as the revised scope of the work exceeded the initial scoping of the project due to existing conditions that were discovered during investigations and design work undertaken by the engaged task order contractor;
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;
3. The release of \$199,715.00 from the NJSDA Program Reserve maintained for emergent projects; and
4. Reestablishment of the general construction task order contractor's contract value for the purpose of the application of ongoing Operating Authority requirements. The reestablished value for this purpose shall be the revised contract value inclusive of Change Order #1.

Recommended by:

/s/ Steve Wendling

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Steve Wendling, Program Director, Construction Operations

/s/ Gregory Voronov

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Gregory Voronov, Managing Director Planning and Program Operations

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

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

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

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

Prepared and Recommended by: Ricardo Didier, Program Officer, Construction Operations

# New Jersey Schools Development Authority Emergent Project Charter - Summary

**Charter Date**

06/05/24

**Supersedes**

**Charter Dated**

N/A

**Region:** Central

**District:** Trenton

**School Name:** Franklin Elementary School

**Project Type:** Emergent

**DOE # / Project #:** 5210-190-21-0BBR

**Project Location:** 200 William Street Trenton, NJ

**Project Budget:** \$ 694,839

**Anticipated Construction NTP Date** June-24

**Anticipated Final Completion Date** September-24

**Project Initiation Date:** May-23

## Funding Sources

2008 Emergent Reserve  
2011 Emergent Reserve

Charter Version and Date	Project Summary
<input checked="" type="checkbox"/> Final      06/05/24	Structural Chimney Repairs.
Revision # and Date	
<input type="checkbox"/> One	
<input type="checkbox"/> Two	
<input type="checkbox"/> Three	<b>Purpose for Advancement of Emergent Charter</b>
To establish the final budget for the project inclusive of dollar values for the final negotiated value for construction, appropriate contingency, allowances, NJSDA staff costs, and estimated other costs.	

## Recommendation

/s/ Steve Wendling Program Director - Project <div style="border: 1px solid black; padding: 2px; width: 100%;">Steve Wendling</div>	/s/ Gregory Voronov Managing Director - Program Operations <div style="border: 1px solid black; padding: 2px; width: 100%;">Gregory Voronov</div>
Jun 5, 2024 Date	Jun 5, 2024 Date
<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	VP - Program Ops and Strategic Planning <div style="border: 1px solid black; padding: 2px; width: 100%;">Vacant</div>
Date	Date

## Approval

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

/s/ Manuel Da Silva Chief Executive Officer <div style="border: 1px solid black; padding: 2px; width: 100%;">Manuel Da Silva</div>	Jun 5, 2024 Date
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# New Jersey Schools Development Authority

## Emergent Project Charter

### Project Budget

<b>District / Project Name:</b>	Trenton/Franklin Elementary School
<b>DOE # / Project #:</b>	5210-190-21-0BBR
<b>Charter Date:</b>	06/05/24

#### **Special Considerations:**

The project budget is based upon the final negotiated value of 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 \$41,300 have been established - 1. Hazardous Material Sampling and Testing: \$10,000 2. Additional Investigative and Design Activities: \$26,300 3. Photocopying, Printing Shipping: \$5,000

#### **Project Budget:**

##### **GC Task Order with Design Costs**

Design & Construction Costs	\$454,839
Allowances	\$41,300
Construction Contingency	\$70,000

<b>Total Construction Costs</b>	<b>\$566,139</b>
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##### **Other Costs:**

CM Services	\$0
Project Management (SDA Staff)	\$90,000
Other Costs	\$20,000

<b>Total Other Costs</b>	<b>\$110,000</b>
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##### **PreDevelopment & Environmental Costs:**

PreDevelopment	\$18,700
Environmental/Remediation	\$0

<b>Total PreDevelopment &amp; Environmental Costs</b>	<b>\$18,700</b>
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<b>Total Project Budget</b>		<b>\$694,839</b>
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##### **2011 Emergent Reserve Impact**

Prior Approved Funding	\$495,124
Current Funding Requested	\$199,715



## ***Resolution 5d.***

Catcord Construction Co., Change Order No. 1, Approval of Final Project Charter, Release of Funds from Program Reserve, Re-establishment of Contract Value, Trenton Public Schools District, Franklin Elementary School, EP-0120-C01, Emergent Project

### **Resolution**

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

**WHEREAS**, SDA requires that the Members of the Authority authorize and approve the release of funds from the Program Reserve for emergent projects exceeding \$500,000 and final project charters; and

**WHEREAS**, the Franklin Elementary School (School) built in 1913, is an approximately 42,000 square foot facility in the Trenton Public Schools District educating approximately 379 students in grades K through 5; and

**WHEREAS**, as a result of a statewide effort by the Department of Education and SDA to identify and evaluate potential emergent projects, the School's emergent chimney deficiencies were identified as a project that qualified for advancement; and

**WHEREAS**, the SDA advanced this project by way of rotational assignment through the utilization of the SDA's General Construction Services Task Order Contract (GCTO) with Design which requires the General Contractor to engage the services of a Design Consultant to complete needed Design Services; and

**WHEREAS**, on April 11, 2023, Catcord Construction Company (Catcord) was issued a Notice of Award for GCTO with Design to address the emergent conditions related to necessary chimney repair, and on May 25, 2023, Catcord was issued a Notice-to-Proceed for the Design phase; and

**WHEREAS**, the scope of work for this engagement includes all necessary design services and construction work necessary to undertake the partial demolition and reconstruction of the existing chimney including removal of existing cracked chimney brick and the reinstallation of new brick, installation of new flashing at the chimney repair area, as well as abatement of any hazardous materials necessary to complete the work as required based upon investigation during design; and

**WHEREAS**, SDA staff will provide Construction Management oversight for the design phase of the project; and

**WHEREAS**, the SDA and Catcord agreed to convert the remaining Construction Phase from a Time & Materials, Not-To-Exceed (NTE) contract to a lump sum contract in accordance with the GCTO Agreement, and Catcord provided SDA with various competitive price proposals to arrive at its proposed lump sum cost for the remaining construction work; and

**WHEREAS**, the original award for this engagement was based upon Catcord's review of the Request for Proposal scope documents presented at the time of bid by the SDA, but following Catcord's development of the design and revised schedule, it was determined that the NTE cost originally allocated for construction was insufficient to complete the scope of work; and

**WHEREAS**, SDA and Catcord negotiated and agreed to a final lump sum cost of \$495,456.31 for all completed work and all work necessary to complete the project, including an additional \$19,032.31 cost to the overall project for the added hazardous material abatement work and construction administration services for the architect of record; and

**WHEREAS**, Change Order (CO) No. 1, in the total lump sum value of \$19,032.31, will provide the additional funds required to complete the construction phase of the partial demolition and reconstruction of the chimney project; and

**WHEREAS**, CO No. 1 in the amount of \$19,032.31 is required to provide the differential in cost between the original NTE cost allocated for construction and the actual finalized, negotiated and agreed to construction cost required to complete the construction phase of the partial demolition and reconstruction of the chimney project; and

**WHEREAS**, it is further necessary to release the sum of \$199,715 from the SDA Program Reserve for emergent projects; and

**WHEREAS**, the value of Catcord's contract to address this emergent Project is \$495,456.31, inclusive of CO No. 1; and

**WHEREAS**, as reflected in the attached Final Project Charter, total Project funding, including design costs, construction costs, contingencies, allowances, SDA staff and other costs is estimated at the amount of \$694,839 (inclusive prior approved funding of \$495,124 in addition to the \$199,715 proposed for release from the Program Reserve); and

**WHEREAS**, it is necessary to approve the Project's Final Charter and provide the increased funding necessary to ensure that sufficient funds exist to support completion of the Emergent Project; and

**WHEREAS**, the reason for the change, a summary of the change and reason for the reestablishment of the contract value are set forth in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, all documents supporting this change order have been reviewed by the associated SDA project team for adherence to current SDA policy and procedures, and SDA 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.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the issuance of Change Order No. 1 in the lump sum value of \$19,032.31 to provide the construction services required for the chimney repairs for the Franklin Elementary School Trenton Public Schools District.

**BE IT FURTHER RESOLVED**, that the Members of the Authority approve the Project's Final Charter representing the project budget inclusive of the final negotiated construction value, design services, appropriate contingency, allowances, SDA staff costs and other costs and prior allocation of funds to complete the Project moving forward.

**BE IT FURTHER RESOLVED**, that the Members of the Authority approve the release of \$199,715 from the SDA Program Reserve maintained for Emergent Projects; and

**BE IT FURTHER RESOLVED**, that the Members of the Authority authorize the reestablishment of the Project's general construction task order contractor's contract value for purposes of the application of ongoing Operating Authority requirements consistent with the memorandum presented to the Board on this date and incorporated herein.

**BE IT FURTHER RESOLVED**, that these four related actions are necessary and appropriate to address and facilitate advancement of 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, — Change Order No. 1, Catcord Construction Co., Approval of Final Project Charter, Release of Funds from Program Reserve for Emergent Projects and Re-establishment of Contract Value, Trenton Public Schools District, Franklin Elementary School, EP-0120-C01 - Emergent Project, dated, June 5, 2024

**Dated:** June 5, 2024

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

## **ACTIVE PROJECTS STATUS REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director

DATE: June 5, 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 5/21/24

### 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	
New Brunswick	Middle School Annex (40 Van Dyke Ave.)	6-8, 9-12	765	859	\$42.0	Alternative Delivery	Building Acquisition Complete.	n/a	Facility acquired in March-2024. Facility also houses the existing P-Tech HS Program.
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.
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	601	658	\$65.8	Design-Build	Preliminary Charter approved Jan. 2024 Board.	TBD	
Camden	New High School (East Side HS Replacement)	9 - 12	800	941	\$115.1	Design-Build	Planning Charter approved Feb-24 Board.	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	920	1,082	\$129.2	Design-Build	Planning Charter approved Feb-24 Board.	TBD	Replacement HS will leverage prior SDA site acquisition and allow existing aged Hawthorne School to occupy existing University HS.
Passaic City	New High School No. 12 Replacement	9-12	2,400	2,823	\$328.1	Design-Build	Planning Charter approved Feb-24 Board.	TBD	
West New York	New Middle School	6 - 8	788	876	\$110.1	Design-Build	Planning Charter approved Mar-24 Board.	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.
Bridgeton	6-8	6-8	TBD	TBD	TBD	Design-Build	Project phased with advancement of High School Add/Reno project.	TBD	
Bridgeton	PK, 6-8	PK, 6-8	TBD	TBD	TBD	Design-Build	Project phased with advancement of High School Add/Reno project.	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. Note: Need beyond acquisition of Middle School Annex under review with NJDOE.	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 5/21/24

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 5/21/24

### 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 5/21/24

### 2011 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)				
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 5/1/2024

### 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	3Q 2024	On-target	Sep-24	On-target	\$ 51,682,267
2	Perth Amboy	New High School	New Construction	Construction	2Q 2024	Achieved	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 5/1/2024

#### 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	Construction	3Q 2024	On Target	4Q 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	3Q 2024	On Target	4Q 2024	On-Target	\$ 3,909,963
4	Irvington	Grove Street School	Boiler Replacement	Construction	3Q 2024	On Target	4Q 2024	On-Target	\$ 3,968,782
5	Newark	Branch Brook School	Building Envelope Repairs	GCTO w/ Design Design Phase	3Q 2024	On Target	4Q 2024	On-Target	\$ 321,635
6	Newark	Cleveland School	Boiler Room Vault Repairs	Construction	2Q 2024	Achieved	3Q 2024	On-Target	\$ 1,664,389
7	Newark	Salome Urena School	Exterior Masonry Repairs	GCTO w/ Design Design Phase	3Q 2024	On Target	4Q 2024	On-Target	\$ 342,938
8	Newark	Technology High School	Structural Vault Repairs and Façade Repairs	GCTO w/ Design Design Phase	3Q 2024	On Target	4Q 2024	On-Target	\$ 2,867,680
9	Newark	University High School	Building Envelope Repairs	GCTO w/ Design Design Phase	3Q 2024	On Target	4Q 2024	On-Target	\$ 1,819,548
10	Paterson	PS #5	Roof Replacement & Masonry Repairs	Complete	1Q 2023	Achieved	1Q 2024	Achieved	\$ 10,968,112
11	Trenton	Franklin ES	Exterior Structural Repairs	GCTO w/ Design Design Phase	3Q 2024	On Target	4Q 2024	On-Target	\$ 476,424
12	Union City	Emerson Middle School	Roof, Masonry & Stucco Repairs	Construction	3Q 2024	On Target	4Q 2024	On-Target	\$ 3,999,273
13	Union City	Union Hill Middle School	Roof, Masonry, Stucco & Chimney Repairs	Construction	3Q 2024	On Target	4Q 2024	On-Target	\$ 4,685,783

# **PROJECT STATUS REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director – Planning and Program Operations

DATE: June 5, 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 April 2024

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: April 2024

#	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: April 2024

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

**CONTRACTS EXECUTED REPORT/AMENDMENTS & CHANGE ORDERS REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: June 5, 2024

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

**Contracts Executed Report**

This report contains the activity of Contracts executed during the period April 1, 2024 through April 30, 2024.

**Noteworthy Items during the reporting period:**

- No activity during the reporting period.

**Amendments & Change Orders Report**

This report contains the activity of Amendments and Change Orders executed during the April 1, 2024 through April 30, 2024.

**Noteworthy Items during the reporting period:**

- 2 Professional Services Amendment was executed during the reporting period totaling a credit \$20.5k, none of the executed amendments required Board approval.
- 10 Construction Services Change Orders were executed during the reporting period totaling \$929k, 1 of the executed change orders required Board approval totaling \$1.2M.

**Report of change orders less than \$10,000 yet requiring Board Approval**

In accordance with the Operating Authority adopted by the Members on December 1, 2010 as amended on March 7, 2012, the Members are to be provided a report of any change order which received delegated approval by the CEO due to the fact that they are valued at less than \$10,000 yet require Board approval due the total change orders exceeding 10% of the contract value.

- No Activity to Report

## Amendments & Change Orders Report

Reporting Period: 4/1/2024 through: 4/30/2024

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 %
Professional Services													
CM Services													
Harrison	Harrison Kennedy E.S.	HU-0027-M01	6/12/2017	4	Joseph Jingoli & Son, Inc.	4/11/2024	\$1,445,000	(\$68,714)	(\$502)			\$1,375,784	-4.79%
Harrison	Harrison Kennedy E.S.	HU-0027-M01	6/12/2017	5	Joseph Jingoli & Son, Inc.	4/11/2024	\$1,445,000	(\$69,216)	(\$20,000)			\$1,355,784	-6.17%
Professional Services									(\$20,502)				
Construction Services													
Contractor													
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	270	Terminal Construction Corp.	4/8/2024	\$37,000,000	\$8,188,956	(\$100,000)			\$45,088,956	21.86%
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	271	Terminal Construction Corp.	4/8/2024	\$37,000,000	\$8,088,956	(\$87,940)			\$45,001,016	21.62%
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	272	Terminal Construction Corp.	4/8/2024	\$37,000,000	\$8,001,016	(\$20,148)			\$44,980,868	21.56%
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	273	Terminal Construction Corp.	4/8/2024	\$37,000,000	\$7,980,868	(\$37,595)			\$44,943,273	21.46%
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	274	Terminal Construction Corp.	4/8/2024	\$37,000,000	\$7,943,273	(\$112,640)			\$44,830,633	21.16%
City Of Orange Township	Cleveland Street E.S.	ES-0043-C02	5/2/2023	10	Terminal Construction Corp.	4/12/2024	\$19,434,958	\$68,120	(\$2,640)			\$19,500,438	0.33%
Harrison	Harrison Kennedy E.S.	HU-0027-C01	1/4/2022	9001	Catcord Construction Co., Inc.	4/3/2024	\$384,850	\$125,884	\$28,195			\$538,929	40.03%
Paterson	Number 5 E.S.	EP-0113-C01	6/15/2021	22	Paul Otto Building Co., Inc.	4/29/2024	\$7,494,000	\$680,657	\$29,296			\$8,203,953	9.47%
Union City (Hudson Co.)	Union Hill MS	EP-0127-C01	11/20/2023	1	Integrated Construction Enterprises, Inc.	4/12/2024	\$2,580,894	\$0	\$1,228,194	Y	3/6/2024	\$3,809,088	47.58%
Passaic City	New ES at Leonard Place	NT-0050-B01	1/14/2016	15	Dobco, Inc.	4/30/2024	\$32,750,000	(\$451,360)	\$4,500			\$32,303,140	-1.36%
Contractor													
Construction Services									\$929,222				
									Total Change Order Summary		Total Change Orders		
Grand Totals									\$908,720		12		
Column Description Legend													
CO Execution Date		Date the Change Order was entered into the SIMS system											
Revised Contract Amount		Current value of the contract (excluding additional assignments) including current change order											

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

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

## **DIVERSITY AND WORKFORCE PARTICIPATION REPORT**



# STATE OF NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY

## MEMORANDUM

**TO:** Members of the Authority

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

**DATE:** June 5, 2024

**RE:** Diversity and Workforce Participation Monthly Update for March 2024

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.
- Our Division's 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 March 2024 was \$1,384,105. Thus far, the total fully-contracted dollars awarded in 2024 is \$8,430,110. Of that total, \$6,845,175 was awarded to SBEs, including any minority, female and disabled veteran-owned SBEs. This represents an SBE current participation of 81.20% of all NTP-issued SDA contracts awarded in calendar year 2024. SBE participation will remain above the State-mandated 25% as prime contractors with 2024-issued contracts continue to hire subcontractors/subconsultants throughout the lifecycle of their construction projects.

### **Diversity Breakdown for 2024 thus far**

Type of Business Enterprise	Contract Amount	% of Total SDA Contracts
SBEs	\$ 6,845,175	81.20%
Minority Business Enterprises*	\$ -0-	0.00%
Women Business Enterprises*	\$ -0-	0.00%
Minority/Women-Owned Business Enterprises*	\$ -0-	0.00%
Disabled Veteran-Owned Business Enterprises*	\$ -0-	0.00%
<b>TOTAL DIVERSITY CONTRACTS</b>	<b>\$ 6,845,175</b>	<b>81.20%</b>

\*non-SBE



## WORKFORCE PARTICIPATION

For the month of March 2024, there was a contractor workforce of 240 on SDA projects. This workforce amassed in March 2024 a total of 15,821 contractor workforce hours. This is explained in more detail below:

<b>Contractor Workforce Breakdown for March 2024 (All Trades/Districts/Counties)</b>			
<b>Ethnicity</b>	<b>Total Workforce</b>	<b>Total Workforce Hours</b>	<b>Workforce Hours Percentage</b>
Black	14	1,239	7.83%
Hispanic	52	3,626	22.92%
Indigenous American	0	0	0.00%
Asian	0	0	0.00%
<b>Total Minority Participation</b>	<b>66</b>	<b>4,865</b>	<b>30.75%</b>
Total Non-Minority Participation	174	10,956	69.25%
Total Contractor Workforce	240	15,821	100.00%

The collective contractor workforce hours on SDA projects for the period of January 1, 2024 through March 31, 2024 amounted to 62,776. That amount includes 3,451 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	62,776	100.00%
<b>*Total Local County Workforce Hours</b>	<b>134</b>	<b>0.29%</b>
<b>Total Local County Non-Minority Workforce Hours</b>	<b>134</b>	<b>0.29%</b>
<b>Total Local County Female Workforce Hours</b>	<b>0</b>	<b>0.00%</b>
<b>Total Local County Minority Workforce Hours</b>	<b>0</b>	<b>0.00%</b>
<b>**Local County Workforce Hours by Race/Ethnicity:</b>		
Black	0	0.00%
Hispanic	0	0.00%
Indigenous American	0	0.00%
Asian	0	0.00%

\*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 local county female laborers who are minority are included in the Total Local County Female Workforce Hours above. 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, 2024 through March 31, 2024.

SDA Managed Project	Total Workforce Hours	Minority Workforce Hours & Percentage		Local County Workforce Hours & Percentage	
Millville HS	1,044	64	6.13%	0	0.00%
Perth Amboy HS	26,113	7,612	29.15%	0	0.00%
Cleveland St ES	17,749	5,284	29.77%	134	0.75%
Union City MS	11,984	1,841	15.36%	0	0.00%
Orange HS	32	32	100.00%	0	0.00%
Emergent Projects	5,854	2,229	38.07%	0	0.00%

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

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



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Planning and Program Operations

DATE: June 5, 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 April 2024. Also included is a detailed list of grants executed and grants offered during the reporting period if applicable.

**Monthly Update:**

- 1 grant impacting 1 District was offered during the reporting period representing total project costs of \$6.4 million and state share of \$3.1 million.
- 99 grants impacting 49 Districts were executed during the reporting period representing total project costs of \$153.0 million and state share of \$78.6 million.
- 1 grant impacting 1 District was closed out during the reporting period representing total project costs of \$0.3 million and state share of \$0.1 million.
- Since inception, over \$2.96 billion has been disbursed to 524 regular operating districts through the grant program.
- Since inception nearly \$3.8 billion in funding has been approved by the Department of Education and offered to regular operating districts through the grant program.

Monthly Regular Operating District Grant Report - Summary  
April 2024

ROD Grant Summary Since Program Inception				
	Offered <sup>1</sup>	Executed	Closed-Out	Active
Districts Impacted	178	524	522	121
Number of Grant Projects	480	5,566	5,258	308
Total Project Cost Estimate	\$ 780,861,233	\$ 9,202,118,271	\$ 8,834,497,763	\$ 367,620,508
Grant Amount	\$ 323,600,967	\$ 3,126,706,821	\$ 2,949,145,893	\$ 177,560,928
Amount Disbursed		\$ 2,962,427,943	\$ 2,949,145,893	\$ 13,282,049

Total Funding Offered to School Districts via Grant Program	\$ 3,796,005,940
Total ROD Grant Funding remaining for new Grant Projects	\$ 32,118,323

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	49	1
Number of Grant Projects	99	1
Total Project Cost Estimate	\$ 153,003,024	\$ 254,863
Grant Amount	\$ 78,565,280	\$ 101,945
Amount Disbursed	NA	\$ 101,945

\* Report is inclusive of all Regular Operating Districts grants (including vocational school districts).

\*\* Total Project Cost Estimate and Grant Amount may be adjusted as the projects advance. Grant Amount is capped at the value approved in the DOE Final Eligible Cost Approval.

**Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail**
**April 2024**

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Atlantic	Margate City	William H. Ross III Intermediate School	\$ 2,628,963	\$ 1,051,585	HVAC Controls. See DOE Approval for Detailed Project Scope.
Bergen	Allendale	Brookside E.S.	\$ 3,597,950	\$ 1,439,180	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Elmwood Park	Memorial Sr. H.S.	\$ 1,706,900	\$ 682,760	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Fair Lawn	Fair Lawn H.S.	\$ 1,600,075	\$ 640,030	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Fair Lawn	Fair Lawn H.S.	\$ 1,310,390	\$ 524,156	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Fair Lawn	Radburn E.S.	\$ 887,200	\$ 354,880	Windows. See DOE Approval for Detailed Project Scope.
Bergen	New Milford	Bertram F. Gibbs E.S.	\$ 829,114	\$ 331,646	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	New Milford	New Milford H.S.	\$ 3,957,236	\$ 1,582,894	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	North Arlington	North Arlington H.S.	\$ 227,500	\$ 91,000	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	North Arlington	Roosevelt E.S.	\$ 1,136,200	\$ 454,480	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	North Arlington	Washington E.S.	\$ 1,625,000	\$ 650,000	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Bergen	Northern Valley Regional	No. Valley Reg. Old Tappan-H.S.	\$ 438,375	\$ 175,350	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Northern Valley Regional	Northern Valley Reg. Demarest-H.S.	\$ 1,086,750	\$ 434,700	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Woodcliff Lake	Dorchester E.S.	\$ 968,000	\$ 387,200	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Bergen	Woodcliff Lake	Dorchester E.S.	\$ 874,850	\$ 349,940	Roofs. See DOE Approval for Detailed Project Scope.
Bergen	Woodcliff Lake	Woodcliff M.S.	\$ 1,035,300	\$ 414,120	Windows. See DOE Approval for Detailed Project Scope.
Burlington	Bordentown Regional School District	Bordentown Regional H.S.	\$ 433,000	\$ 173,200	HVAC System upgrades. See DOE Approval for Detailed Project Scope.

Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail  
April 2024

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Burlington	Bordentown Regional School District	MacFarland Elementary School	\$ 162,000	\$ 64,800	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Burlington	Mount Holly Township	John Brainerd E.S.	\$ 650,717	\$ 413,082	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Camden	Eastern Camden County Regional	Eastern H.S.	\$ 5,069,250	\$ 2,027,700	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Ann A. Mullen M.S.	\$ 730,914	\$ 347,600	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Ann A. Mullen M.S.	\$ 2,972,554	\$ 1,413,655	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Blackwood E.S.	\$ 986,196	\$ 469,004	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Charles W. Lewis M.S.	\$ 1,002,049	\$ 476,543	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Erial E.S.	\$ 1,111,078	\$ 528,394	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Glen Landing M.S.	\$ 1,717,703	\$ 816,886	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Glen Landing M.S.	\$ 3,148,207	\$ 1,497,190	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Glendora E.S.	\$ 1,119,781	\$ 532,533	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Gloucester Township E.S.	\$ 406,979	\$ 193,547	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	James W. Lilley E.S.	\$ 897,025	\$ 426,597	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Loring-Flemming E.S.	\$ 844,702	\$ 401,714	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Gloucester Township	Union Valley E.S.	\$ 861,572	\$ 409,737	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Lindenwold Borough	Lindenwold H.S.	\$ 6,479,279	\$ 5,320,544	Roofs. See DOE Approval for Detailed Project Scope.
Camden	Lindenwold Borough	Lindenwold H.S.	\$ 3,822,459	\$ 3,138,862	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Lindenwold Borough	Lindenwold MS	\$ 2,954,307	\$ 2,425,968	Roofs. See DOE Approval for Detailed Project Scope.

Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail  
April 2024

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Camden	Lindenwold Borough	Lindenwold Number 4 E.S.	\$ 2,205,449	\$ 1,811,033	Roofs. See DOE Approval for Detailed Project Scope.
Camden	Lindenwold Borough	Lindenwold Number 4 E.S.	\$ 12,356,626	\$ 10,146,804	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Camden	Lindenwold Borough	Lindenwold Number 5 E.S.	\$ 2,867,846	\$ 2,354,969	Roofs. See DOE Approval for Detailed Project Scope.
Camden	Lindenwold Borough	Lindenwold Number 5 E.S.	\$ 4,400,641	\$ 3,613,644	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Essex	Roseland	Lester C. Noecker E.S.	\$ 1,126,812	\$ 450,725	Roofs. See DOE Approval for Detailed Project Scope.
Gloucester	Franklin Township - Gloucester	Caroline L. Reutter E.S.	\$ 300,857	\$ 120,343	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Gloucester	Franklin Township - Gloucester	Main Road E.S.	\$ 477,524	\$ 191,010	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Gloucester	Franklin Township - Gloucester	Main Road E.S.	\$ 96,734	\$ 38,694	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Gloucester	Monroe Township - Gloucester	Oak Knoll E.S.	\$ 571,654	\$ 277,582	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Gloucester	Monroe Township - Gloucester	Oak Knoll E.S.	\$ 1,236,635	\$ 600,482	Windows. See DOE Approval for Detailed Project Scope.
Gloucester	Monroe Township - Gloucester	Radix E.S.	\$ 2,199,087	\$ 1,067,826	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Gloucester	South Harrison Township	South Harrison E.S.	\$ 585,000	\$ 234,000	Roofs. See DOE Approval for Detailed Project Scope.
Hunterdon	Frenchtown Borough	Frenchtown E.S.	\$ 432,000	\$ 172,800	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Hunterdon	Holland Township	Holland Twp. School	\$ 516,700	\$ 206,680	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Hunterdon	Kingwood Township	Kingwood Township E.S.	\$ 642,200	\$ 256,880	Roofs. See DOE Approval for Detailed Project Scope.
Hunterdon	Kingwood Township	Kingwood Township E.S.	\$ 162,500	\$ 65,000	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Hunterdon	Readington Township	Readington M.S.	\$ 552,115	\$ 220,846	Roofs. See DOE Approval for Detailed Project Scope.
Mercer	Hopewell Valley Regional	Central H.S.	\$ 1,450,000	\$ 580,000	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.



Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail  
April 2024

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Middlesex	North Brunswick Township	Arthur M. Judd E.S.	\$ 1,083,500	\$ 433,400	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Middlesex	North Brunswick Township	John Adams E.S.	\$ 1,028,500	\$ 411,400	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Middlesex	North Brunswick Township	Linwood M.S.	\$ 2,406,500	\$ 962,600	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Middlesex	North Brunswick Township	Livingston Park E.S.	\$ 1,175,900	\$ 470,360	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Middlesex	North Brunswick Township	North Brunswick Township H.S.	\$ 1,980,000	\$ 792,000	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Middlesex	North Brunswick Township	Parsons E.S.	\$ 986,700	\$ 394,680	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Middlesex	South Plainfield	Roosevelt E.S.	\$ 1,980,000	\$ 792,000	Roofs. See DOE Approval for Detailed Project Scope.
Middlesex	South Plainfield	Roosevelt Pre-K Annex	\$ 1,350,000	\$ 540,000	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Freehold Borough	Park Avenue E.S.	\$ 1,264,089	\$ 877,572	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Monmouth	Freehold Township	C. Richard Applegate E.S.	\$ 1,345,500	\$ 538,200	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Monmouth	Freehold Township	Marshall W. Errickson E.S.	\$ 2,190,500	\$ 876,200	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Monmouth	Marlboro Township	Marlboro E.S.	\$ 1,749,510	\$ 699,804	NEW AC System. See DOE Approval for Detailed Project Scope.
Monmouth	Ocean Township - Monmouth	Ocean Township E.S.	\$ 2,195,360	\$ 878,144	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Ocean Township - Monmouth	Wayside E.S.	\$ 2,427,400	\$ 970,960	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	Rumson-Fair Haven Regional H.S. Dist.	Rumson-Fair Haven Reg. H.S.	\$ 1,095,791	\$ 438,316	Roofs. See DOE Approval for Detailed Project Scope.
Monmouth	West Long Branch	Frank Antonides E.S.	\$ 817,463	\$ 326,985	Roofs. See DOE Approval for Detailed Project Scope.
Morris	Chathams, Sch Dist Of The	Chatham M.S.	\$ 86,100	\$ 34,440	Roofs. See DOE Approval for Detailed Project Scope.
Morris	Chathams, Sch Dist Of The	Southern Boulevard E.S.	\$ 776,750	\$ 310,700	Roofs. See DOE Approval for Detailed Project Scope.

Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail  
April 2024

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Morris	Chester Township	Black River M.S.	\$ 1,109,525	\$ 443,810	Roofs. See DOE Approval for Detailed Project Scope.
Morris	Chester Township	Dickerson E.S.	\$ 708,775	\$ 283,510	Roofs. See DOE Approval for Detailed Project Scope.
Morris	Kinnelon Borough	Kiel E.S.	\$ 812,500	\$ 325,000	Roofs. See DOE Approval for Detailed Project Scope.
Morris	Kinnelon Borough	Stonybrook E.S.	\$ 2,287,500	\$ 915,000	Roofs. See DOE Approval for Detailed Project Scope.
Ocean	Stafford Township	Ocean Acres E.S.	\$ 836,550	\$ 334,620	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Ocean	Stafford Township	Ocean Acres E.S.	\$ 474,760	\$ 189,904	Roofs. See DOE Approval for Detailed Project Scope.
Ocean	Stafford Township	Stafford Intermediate	\$ 3,235,375	\$ 1,294,150	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Passaic	Hawthorne	Lincoln M.S.	\$ 557,500	\$ 223,000	Roofs. See DOE Approval for Detailed Project Scope.
Passaic	Hawthorne	Roosevelt E.S.	\$ 1,077,150	\$ 430,860	Roofs. See DOE Approval for Detailed Project Scope.
Passaic	Pompton Lakes	Lenox E.S.	\$ 1,037,000	\$ 414,800	Roofs. See DOE Approval for Detailed Project Scope.
Passaic	Pompton Lakes	Lenox E.S.	\$ 52,651	\$ 21,060	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Passaic	Pompton Lakes	Pompton Lakes H.S.	\$ 49,400	\$ 19,760	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Passaic	Totowa	Washington Park E.S.	\$ 3,355,000	\$ 1,342,000	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Salem	Pennsville Township	Pennsville M.S.	\$ 2,821,950	\$ 1,341,659	Roofs. See DOE Approval for Detailed Project Scope.
Salem	Pennsville Township	Pennsville Memorial H.S.	\$ 162,161	\$ 77,097	Roofs. See DOE Approval for Detailed Project Scope.
Salem	Pittsgrove Township	Arthur P. Schalick H.S.	\$ 2,100,000	\$ 1,063,602	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Somerset	Bedminster Township	Bedminster Township E.S.	\$ 1,750,660	\$ 700,264	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Somerset	Bedminster Township	Bedminster Township E.S.	\$ 3,825,960	\$ 1,530,384	HVAC System upgrades. See DOE Approval for Detailed Project Scope.

Monthly Regular Operating District Grant Report - Monthly Executed Grant Detail  
April 2024

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Somerset	Bernards Township	Ridge H.S.	\$ 1,430,000	\$ 572,000	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Somerset	Warren Township	Warren Twp. M.S.	\$ 879,700	\$ 351,880	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Sussex	Andover Regional	Florence M. Burd E.S.	\$ 474,500	\$ 189,800	HVAC Controls. See DOE Approval for Detailed Project Scope.
Sussex	Andover Regional	Long Pond M.S.	\$ 742,600	\$ 297,040	HVAC Controls. See DOE Approval for Detailed Project Scope.
Sussex	Green Township	Green Hills E.S.	\$ 324,300	\$ 129,720	Boilers and Domestic HW Heaters. See DOE Approval for Detailed Project Scope.
Sussex	Hopatcong Borough	Hopatcong H.S.	\$ 1,071,300	\$ 428,520	Roofs. See DOE Approval for Detailed Project Scope.
Sussex	Kittatinny Regional	Kittatinny Regional H.S.	\$ 999,764	\$ 399,906	Roofs. See DOE Approval for Detailed Project Scope.
Sussex	Lafayette Township	Lafayette Township E.S.	\$ 755,700	\$ 302,280	Roofs. See DOE Approval for Detailed Project Scope.
Union	Hillside Township	Hillside H.S.	\$ 1,196,500	\$ 555,208	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Warren	North Warren Regional School District	North Warren Regional School	\$ 1,474,725	\$ 589,890	Roofs. See DOE Approval for Detailed Project Scope.
<b>Grand Total</b>			<b>Grants Executed - 99</b>	<b>\$ 153,003,024</b>	<b>\$ 78,565,280</b>

Monthly Regular Operating District Grant Report - Monthly Offered Grant Detail  
April 2024

County	District	School Name	Total Project Cost Estimate	Grant Amount	Project Description
Hudson	Kearny	Washington E.S.	\$ 6,396,046	\$ 3,073,652	HVAC System upgrades. See DOE Approval for Detailed Project Scope.
Grand Total		Grants Offered - 1	\$ 6,396,046	\$ 3,073,652	

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

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

## **MONTHLY FINANCIAL REPORT**



## MEMORANDUM

**TO:** The Members of the Authority

**FROM:** Sherman E. Cole, MBA, CPA  
Controller

**DATE:** June 5, 2024

**RE:** Monthly Financial Report – April 2024

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

For April 2024 year to date, Authority operating expenses, **\$5.5M**, are **\$1.1M** lower than budget for the corresponding period. This variance is attributable to lower spending activity for personnel costs **\$749K**, professional and other contracted services **\$291K**, information systems **\$138K**, SDA owned automobiles **\$121K**, and facilities and general office expenses **\$95K**. This variance is offset by a lower payroll and benefits expense allocation to project costs, **\$357K**.

The full time employee (FTE) headcount is 129 as of April 30, 2024. This total represents a 12 FTE decrease in comparison to the year to date budgeted headcount.

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

For April 2024 year to date, Authority operating expenses, **\$5.5M**, are **\$178K** lower when compared to the corresponding prior year. This variance is primarily attributable to a year-over-year decrease in personnel costs **\$122K**, and facilities and general office expenses **\$116K**.

The current number of FTEs, 129, is same as the corresponding prior year headcount.

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

For April 2024 year to date, project costs, **\$133.1M**, are **\$36.9M** lower than the capital spending forecast for the corresponding period. This variance is attributable to decreased spending for construction work **\$15.8M**, grant agreements **\$15.0M**, and property acquisitions **\$3.2M**.



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

For April 2024 year to date, project expenditures, **\$133.1M**, are higher by **\$15.0M** when compared to the corresponding prior year. This variance is attributable to increases in spending for property acquisitions **\$24.3M**, for school furniture, fixtures and equipment **\$5.1M**, and for grant agreements **\$2.1M**. This variance is partially offset by a spending decrease construction work **\$15.3M**.

**Other**

Since program inception, 81.6% of the funds authorized for the SDA Districts have been disbursed. Additionally, since program inception, 96% of all SDA disbursements relate to school facility projects and 4% relate to operating expense.

The estimated value of active school facilities, capital, emergent and ROD grant projects is approximately \$1.55B.

Attachment

**New Jersey Schools Development Authority**  
**Monthly Financial Report**  
**April 2024**  
**(Unaudited)**

# New Jersey Schools Development Authority

## Overview of Financial Position

### April 30, 2024

**To:** The Audit Committee

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

The information contained in this monthly financial report is for the period as of, and for the year-to-date ending, April 30, 2024.

► Overall **Cash and Cash Equivalents** have decreased by \$132.6 million to \$354.0 million, as follows:

■ Appropriation from State	\$ -
■ Investment earnings	7,303,306
■ Miscellaneous revenue	4,908
■ Project costs	(133,127,570)
■ SDA operating expenses	(5,980,102)
■ SDA capital expenditures	(37,403)
■ Deposits (primarily district local shares)	(732,060)
Net Change in Cash	<u>\$ (132,568,921)</u>

► **Prepaid Expenses** total \$520,839 as follows:

- Prepaid insurance of \$441,273.
- Prepaid security deposit of \$55,798 for the Authority's leased swing space.
- Prepaid MIS maintenance service contracts of \$20,986.
- Other prepaids of \$2,782.

► **Capital Assets** total \$5,063,608 (net of accumulated depreciation of \$9,473,974), consisting of right-to-use assets (GASB 87), leasehold improvements (SDA office), and software, equipment, furniture and fixtures in support of SDA operations. Capital assets are depreciated/amortized on a straight-line basis over the useful life of each asset. For the year to date, **Capital Expenditures** are \$37,403 and **Depreciation Expense** is \$176,441.

► **Accrued Liabilities** total \$80.7 million, as follows:

- Accrued project costs of \$11.8 million consisting of unpaid invoices (\$1.2 million) and retainage (\$10.6 million). Project-related lease liabilities are \$0.2 million.
- Net pension liability of \$29.4 million.
- Other post-employment benefits obligation of \$24.8 million.
- Pollution remediation obligations (PRO) under GASB 49 net to \$2.4 million (PRO liability \$2.4 million, offset by expected cost recoveries of \$0.0 million).
- Estimated liability for loss contingencies totaling \$6.0 million.
- Payroll related liabilities of \$1.5 million.
- Other accrued liabilities of \$4.6 million, including non-project lease liabilities of \$4.1 million.

► **Deposits** total \$4.8 million, as follows:

- \$4.8 million is held for local share agreements (pass-through item).

► The Authority's **Net Position** at month end is \$256.3 million.

# New Jersey Schools Development Authority

## School Facilities Project Expenditures & Funding Allocation

### April 30, 2024

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

- During the current year to date, the SDA has received \$0.0 million in bond/note proceeds & \$0 million in appropriations. The total amount received since program inception is \$12.5 billion.
- Project expenditures for the month and year-to-date periods total \$15.0 million and \$133.1 million, respectively, as follows:

<u>Category</u>	<u>Current Month</u>	<u>Year-To-Date</u>	<u>Since Inception</u>
Construction	\$ 5,131,472	\$ 28,600,384	\$ 5,828,634,304
Design Services	94,519	673,561	415,015,879
PMF/CM Services	183,179	940,430	483,366,410
SDA Project Management	780,108	3,304,226	144,251,133
Property Acquisition, Relocation & Enviro	(1,000,476)	39,739,735	643,731,108
School Furniture, Fixtures & Equipment	4,539,547	5,672,443	250,290,518
Project Insurance	-	12,153	115,733,139
NJ State Inter-Agency Transfers	-	180,301	53,900,630
SDA District Grant & Funding Agreements	3,317,334	35,413,223	1,015,718,210
Regular Operating District Grant Agreements	2,649,569	19,038,122	3,031,211,760
Real-Time Project Audits	8,722	50,883	1,300,408
Property Management, Maintenance & Utils	15,932	107,657	19,517,816
Outside Legal & Claims Resolution Services	136,681	178,829	12,210,347
Temporary Staffing	1,188	10,783	10,772,277
Other Project Costs	11,734	33,424	62,748,813
Project Credits	-	-	(54,902,944)
Total Project Expenditures	15,869,509	133,956,154	12,033,499,808
Less: Local Share Contributions	(828,584)	(828,584)	(189,027,214)
Project Expenditures (State Share)	\$ 15,040,925	\$ 133,127,570	\$ 11,844,472,594
2024 Capital Spending Forecast	\$ 26,036,245	\$ 169,997,971	

#### Allocations Since Program Inception

#### ► All Funding Sources & Expenditures

	<u>All Sources</u> <sup>1</sup>	<u>Total Funding</u> <sup>2</sup>	<u>Paid to Date</u> <sup>3</sup>
■ SDA Districts	\$ 10,800,000,000	\$ 10,951,616,680	\$ 8,941,769,620
■ RODs Incl Vo-Tech Schools	4,025,000,000	4,084,379,474	3,442,722,912
Total - State Share	\$ 14,825,000,000	\$ 15,035,996,154	\$ 12,384,492,532

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

■ SDA Districts	81.6%
■ RODs Incl Vo-Tech Schools	84.3%
Total - State Share	82.4%

1 Of the \$14.8 billion authorized for the school construction program (including bond funds & appropriations), \$12,522,702,648 has been received to date.

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

3 These amounts include the allocation of SDA operating expenses and capital expenditures totaling \$540,019,938.

# New Jersey Schools Development Authority

## Fund Reporting Operating Expenses vs Budget

### April 30, 2024

<u>Category</u>	<u>Actual</u> <u>Year-To-Date</u>	<u>Budget</u> <u>Year-To-Date</u>	<u>Over/</u> <u>(Under)</u>
<b>Personnel Expenses:</b>			
Employee Salaries	\$ 4,191,010	\$ 4,683,116	\$ (492,106)
Employee Benefits	3,263,774	3,508,084	(244,310)
Direct Hire Temporary Employee Costs	4,342	16,668	(12,326)
Total Employee Salaries & Benefits Costs	7,459,126	8,207,868	(748,742)
<b>Less:</b> Employee Salaries & Benefits Costs Charged to Projects	3,304,226	3,661,682	(357,456)
Salaries & Benefits Charged to Operating Expense	4,154,900	4,546,186	(391,286)
Temporary Staffing Services	-	33,332	(33,332)
Travel & Expense Reimbursements	4,580	10,172	(5,592)
Training & Professional Development	9,687	32,240	(22,553)
Total Personnel Expenses	4,169,167	4,621,930	(452,763)
<b>Non-Personnel Operating Expenses:</b>			
Facilities & General Office Expenses	579,124	674,148	(95,024)
Information Systems	476,831	614,760	(137,929)
Professional & Other Contracted Services	40,982	332,032	(291,050)
Property & Casualty Insurance	193,094	197,996	(4,902)
SDA-Owned Automobiles	18,692	140,000	(121,308)
Communications & Outreach	-	1,332	(1,332)
Reserve for Unforeseen Events & New Initiatives	-	8,332	(8,332)
<b>Total Authority Operating Expenses</b>	<b>\$ 5,477,890</b>	<b>\$ 6,590,530</b>	<b>\$ (1,112,640)</b>
<b>2024 Annual Operating Budget</b>		<b>\$ 15,617,984</b>	

# New Jersey Schools Development Authority

## Fund Reporting Operating Expenses vs Prior Year

### April 30, 2024

<u>Category</u>	<u>Actual</u> <u>Year-To-Date</u>	<u>2023</u> <u>Year-To-Date</u>	<u>Over/</u> <u>(Under)</u>
<b>Personnel Expenses:</b>			
Employee Salaries	\$ 4,191,010	\$ 4,037,979	\$ 153,031
Employee Benefits	3,263,774	3,556,086	(292,312)
Direct Hire Temporary Employee Costs	4,342	4,383	(41)
Total Employee Salaries & Benefits Costs	7,459,126	7,598,448	(139,322)
<b>Less:</b> Employee Salaries & Benefits Costs Charged to Projects	3,304,226	3,321,057	(16,831)
Salaries & Benefits Charged to Operating Expense	4,154,900	4,277,391	(122,491)
Temporary Staffing Services	-	-	-
Travel & Expense Reimbursements	4,580	2,805	1,775
Training & Professional Development	9,687	11,335	(1,648)
Total Personnel Expenses	4,169,167	4,291,531	(122,364)
<b>Non-Personnel Operating Expenses:</b>			
Facilities & General Office Expenses	579,124	695,304	(116,180)
Information Systems	476,831	445,165	31,666
Professional & Other Contracted Services	40,982	23,741	17,241
Property & Casualty Insurance	193,094	169,506	23,588
SDA-Owned Automobiles	18,692	30,715	(12,023)
Communications & Outreach	-	-	-
Reserve for Unforeseen Events & New Initiatives	-	-	-
<b>Total Authority Operating Expenses</b>	<b>\$ 5,477,890</b>	<b>\$ 5,655,962</b>	<b>\$ (178,072)</b>

# New Jersey Schools Development Authority

## Employee Headcount

### April 30, 2024

	<u>Current Month End</u>	<u>Budget</u>	<u>Over/ (Under)</u>
<b>Office of Chief Executive Officer</b>	2	2	-
Human Resources	4	4	-
Vacant Positions	0	4	(4)
Communications	3	3	-
Legislative Affairs	1	1	-
EEO/AA & Vendor Services	4	4	-
<b>Office of Program Operations &amp; Strategic Planning</b>	0	0	-
Capital Planning & Program Operations	10	10	-
Design Studio	11	13	(2)
Grants Administration	7	7	-
Real Estate Services & Predevelopment	3	3	-
<b>Office of Construction Operations</b>	0	1	(1)
Project Teams	17	20	(3)
<b>Office of Corporate Governance &amp; Legal Affairs</b>	4	4	-
Chief Counsel	8	8	-
Information Systems	11	11	-
Central Records Management	3	3	-
Safety	4	4	-
Internal Audit	2	3	(1)
<b>Office of Chief Financial Officer</b>	1	1	-
Financial Operations	7	7	-
Financial Accounting & Disbursements	11	11	-
Procurement	10	10	-
Risk Management	2	2	-
Facilities	4	5	(1)
<b>Total Full-Time Employees at Month End</b>	<b><u>129</u></b>	<b><u>141</u></b>	<b><u>(12)</u></b>
<b>Total Full-Time Employees at Year End</b>		<b><u>150</u></b>	

# New Jersey Schools Development Authority

## Statement of Net Position

### April 30, 2024

**EXCLUDES GASB 49, 68, & 75**

	<u>Current Month End</u>	<u>2023 Year End</u>	<u>Over/ (Under)</u>
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 353,986,918	\$ 486,555,839	\$ (132,568,921)
Receivables	675	561	114
Prepaid Expenses	520,839	83,476	437,363
Capital Assets, net of accumulated depreciation	5,063,608	5,669,810	(606,202)
Total Assets	<u>359,572,040</u>	<u>492,309,686</u>	<u>(132,737,646)</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Amount for Pensions & OPEB	<u>7,491,381</u>	<u>9,636,087</u>	<u>(2,144,706)</u>
<b>TOTAL ASSETS &amp; DEFERRED OUTFLOWS OF RESOURCES</b>			
	<u><b>\$ 367,063,421</b></u>	<u><b>\$ 501,945,773</b></u>	<u><b>\$ (134,882,352)</b></u>
<b>LIABILITIES</b>			
Accrued Project Costs	\$ 20,722,152	\$ 30,427,050	\$ (9,704,898)
Net Pension Liability	29,428,895	29,428,895	-
Accrued Other Post-Employment Benefits	24,802,076	24,674,411	127,665
Other Accrued Liabilities	5,795,017	8,182,096	(2,387,079)
Deposits	4,780,648	5,512,708	(732,060)
Total Liabilities	<u>85,528,788</u>	<u>98,225,160</u>	<u>(12,696,372)</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred Amount for Pensions & OPEB	<u>25,264,768</u>	<u>25,264,768</u>	<u>-</u>
<b>NET POSITION</b>			
Net Investment in Capital Assets	5,063,608	5,669,810	(606,202)
Restricted for Schools Construction:			
Special Revenue Fund	<u>251,206,257</u>	<u>372,786,035</u>	<u>(121,579,778)</u>
Net Position	<u>256,269,865</u>	<u>378,455,845</u>	<u>(122,185,980)</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES &amp; NET POSITION</b>			
	<u><b>\$ 367,063,421</b></u>	<u><b>\$ 501,945,773</b></u>	<u><b>\$ (134,882,352)</b></u>



# New Jersey Schools Development Authority

## Statement of Activities

### April 30, 2024

**EXCLUDES GASB 49, 68, & 75**

	<u>Current Year-To Date</u>	<u>2023 Year-To Date</u>	<u>Over/ (Under)</u>
<b>REVENUES</b>			
Program Revenues:			
Appropriation from State	\$ -	\$ -	\$ -
General Revenues:			
Investment Earnings	7,303,306	4,751,889	2,551,417
Rental Income	-	4,800	(4,800)
Other Revenue-OPRA	4,908	11,839	(6,931)
Total Revenues	<u>7,308,214</u>	<u>4,768,528</u>	<u>2,539,686</u>
<b>EXPENSES</b>			
Administrative & General Expenses	5,825,383	6,140,474	(315,091)
School Facilities Project Costs	<u>123,668,811</u>	<u>93,908,538</u>	<u>29,760,273</u>
Total Expenses	<u>129,494,194</u>	<u>100,049,012</u>	<u>29,445,182</u>
<b>CHANGE IN NET POSITION</b>	<b>(122,185,980)</b>	<b>(95,280,484)</b>	<b>(26,905,496)</b>
Beginning of Period Net Position	<u>378,455,845</u>	<u>273,468,663</u>	<u>104,987,182</u>
<b>NET POSITION END OF PERIOD</b>	<b><u>\$ 256,269,865</u></b>	<b><u>\$ 178,188,179</u></b>	<b><u>\$ 78,081,686</u></b>

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

**RESOLUTION TO ADJOURN INTO EXECUTIVE SESSION**

## ***Resolution—7.***

### 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 involves a Notification of Settlement (Insurable Claim/Litigation Matter); and

**WHEREAS**, the minutes of the Board’s June 5, 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, payments, agreements and leases associated therewith, as applicable.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby resolve to adjourn into Executive Session to be apprised of the matter described herein.

**BE IT FURTHER RESOLVED**, that the minutes of the Board’s June 5, 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, payments, agreements and leases associated therewith, as applicable.

**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 June 5, 2024

Dated: June 5, 2024