

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD MEETING  
WEDNESDAY, JULY 5, 2023 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 June 7, 2023
- 4. AUTHORITY MATTERS**
  - a. CEO Report
  - b. Chairman's Report
- 5. REPORT AND RECOMMENDATIONS OF THE AUDIT COMMITTEE (CHAIRMAN'S REPORT)**
- 6. REPORT AND RECOMMENDATIONS OF THE SCHOOL REVIEW COMMITTEE (CHAIRMAN'S REPORT)**
  - a. Preliminary Project Charter – Paterson Public Schools District – New STEAM and STARS High School
  - b. Preliminary Project Charter – Trenton Public School District – New Elementary School (Dunn Middle School Site)
  - c. Release of Funds from Program Reserve, Award of Task Order, and Approval of the Final Project Charter - Burlington City Public Schools District – Samuel Smith Elementary School - Roof Replacement and Window Repairs – EP-0122-C01
- 7. REPORT AND RECOMMENDATIONS OF THE REAL ESTATE COMMITTEE (CHAIRMAN'S REPORT)**
  - a. Approval of Award - State-Wide Property Management and Maintenance Services
- 8. MONTHLY REPORTS**
  - a. *For Informational Purposes*
    - i. Active Projects Report
    - ii. Project Status Reports
    - iii. Contracts Executed Report/Amendments & Change Orders Executed Report
    - iv. Contract Terminations Report (*no activity*)
    - v. Settlement Activities Report
    - 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*)
- 9. NO EXECUTIVE SESSION**
  - a. Litigation/Contract Matter(s) – OPMA Exemption N.J.S.A. 10:4-12b (7)  
CCD Report (*no activity*)

**10. ADJOURNMENT**

**APPROVAL OF MEETING MINUTES**

**June 7, 2023 Open Session Minutes**

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, JUNE 7, 2023**

A meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, June 7, 2023 at 9:00A.M. in the Joseph A. McNamara Board Room at the offices of the Authority at 32 East Front Street, Trenton, New Jersey.

Participating were:

Robert Nixon, Public Member, Chairman

Juan Burgos (EDA)

Kevin Luckie (DCA)

David Moore (Treasury)

Bernard Piaia (DOE)

John Capo, Public Member

Daniel Gumble, Public Member

Michael Maloney, Public Member

Mario Vargas, Public Member

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

At the Chairman's request, Manuel Da Silva, chief executive officer; Donald Guarriello, vice president and chief financial officer; Jane F. Kelly, vice president and assistant secretary; Albert Barnes, chief counsel; and Karon Simmonds, former director of the SDA, participated in the meeting. Janice Venables 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. Kelly read the requisite notice of the meeting. Ms. Kelly announced that the meeting notice had been sent to the *Trenton Times* and *Star-Ledger* at least 48 hours prior to the meeting, and was duly posted on the Secretary of State's bulletin board at 20 West State Street in Trenton, New Jersey and on the SDA Website. Ms. Kelly then conducted a roll call and indicated that a quorum of the Members of the Board was present.

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

The Chairman then presented for consideration and approval the minutes of the Board's May 3, 2023 Open Session meeting. A copy of the meeting minutes and a resolution had been provided to the Members for review in advance of the meeting. Upon motion duly made by Mr. Luckie and seconded by Mr. Burgos, the Open Session minutes of the May 3, 2023 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 said that he wanted to take a few minutes to acknowledge and thank someone who's been with SDA since 2004, Karon Simmonds. He said that Ms. Simmonds, in her role as director of risk management, has protected the Authority from a liability and insurance perspective, saving the program hundreds of thousands of dollars. He said that Ms. Simmonds retired from the SDA effective

June 1 and that he has had the honor and pleasure of working with Ms. Simmonds since 2010. He noted that Ms. Simmonds was instrumental in developing and defining the Authority's insurance needs. He said that no one can "talk insurance" like Ms. Simmonds can and that she was always looking to improve SDA's coverage with a strong focus on cost savings. He said that, through the years, Ms. Simmonds has gained the respect of the entire SDA family and its contracting community. He advised the Board that Ms. Simmonds was the SDA's expert in the field of insurance which is so difficult to navigate and even more difficult to understand, and that she knew how to manage both very well. He noted that Ms. Simmonds always had a way of figuring out how best to make sure the Authority was protected. Mr. Da Silva said that Ms. Simmonds' retirement is very well deserved and expressed his hope that this new chapter in her life will be both adventurous and exciting. He said that the Authority will miss Ms. Simmonds.

Mr. Nixon said that, on behalf of the Board, he wanted to congratulate Ms. Simmonds on a wonderful career at the SDA. He said that as the Chairman of the Audit Committee, he knew that when Ms. Simmonds came before the Committee with a renegotiation or any complicated insurance issue that, with her recommendation, she was putting the interests of the Authority first. He added that Ms. Simmonds made insurance fun and that she made Owner Controlled Insurance Program (OCIP) a term of enjoyment in the organization. He wished Ms. Simmonds a most enjoyable retirement and all the wonderful things she can accomplish in the future.

Mr. Guarriello said that he has worked with Ms. Simmonds for the last ten plus years and, during that time, he has learned from her. He added that everything Mr. Da Silva and Mr. Nixon said was true, that Ms. Simmonds did save the Authority significant money. He said that Ms. Simmonds always handled herself professionally when negotiating complex matters, that the SDA will miss her and that he personally will miss her as well.

Ms. Kelly said that she would echo everything that has been already said about Ms. Simmonds. She said that Ms. Simmonds was asset to the Authority and that she enjoyed working with her personally. She wished Ms. Simmonds all the best.

Ms. Simmonds said that she wanted to reiterate what she said in her farewell message to staff. She said that she left private industry to be part of a new initiative that's rewards were not solely financial but, rather, allowed her to be a part of something that bettered the lives of the children of New Jersey. Ms. Simmonds said that she was the insurance broker at the Economic Development Authority (EDA) when the school construction program was conceived. She added that she was with the program from the beginning, from the School Construction & Finance (SC&F) division within the EDA; before it became the Schools Construction Corporation; and before it became the SDA. She added that she interviewed under former CEO Alfred McNeill, was hired under former CEO Jack Spencer and has worked and interacted with nine CEOs altogether. She said that Mr. Da Silva is a stabilizing factor in the initiatives that the SDA has going forward. She said that she is excited for the SDA now with the new Capital Plan, adding that she is certain that the Authority will prove its value to all sides of the political fence. She added that the SDA staff is truly committed to the Authority's mission and she thanked everyone for truly becoming a part of her identity.

Next, Mr. Da Silva provided an update on design-build projects in the design phase. He said that for the Union City New Grade 7-9 School project, the export of existing soils and import of clean fill is ongoing. He also advised that Package #1 Design Documents (foundations & structure) have been released from Department of Community Affairs (DCA) and, as a result, management anticipates that footing construction will start later this month.

Turning to design-build projects in construction, Mr. Da Silva reported that the Phase IV Auditorium addition temporary certificate of occupancy (TCO) was received in May for the

Millville High School addition and renovations project. He noted that the District is currently utilizing the Auditorium addition. For the Perth Amboy High School project, he advised the Board that HVAC is being prepared for start up to allow for construction finishes and casework installation. With respect to the Plainfield Woodland Avenue Elementary School project, he said that HVAC commissioning is being finalized and balancing reports are being readied for a TCO. He noted that finish doors installation is ongoing and that training of District staff has begun.

Next, Mr. Da Silva gave an update on design-bid-build projects in the construction stage. He informed the Members that the TCO recommendation was received on June 6 for the Keansburg Port Monmouth Road School project and that the application for the same has been submitted to the DCA. For the Orange High School project, he said that management's goal is for remaining change order work for new boiler breeching and the green house to be completed this summer.

With respect to projects in the procurement stage, Mr. Da Silva reported that for the Orange Cleveland Street Elementary School project, the contractor has mobilized to the site and is preparing to commence construction. He noted that all submittals are underway and demolition for mechanical, electrical and plumbing installation has begun. He said that all DCA permits are being updated to reflect the change in the project's general contractor.

Next, Mr. Da Silva thanked the Members for submitting their Financial Disclosure Statements with the State Ethics Commission on a timely basis.

Mr. Da Silva informed the Members that management is planning several events this summer including: a ribbon cutting at the Plainfield Woodland Avenue Elementary School; a ground breaking at the new 7-9 School in Union City; and events at the Keansburg Port Monmouth Road School and Millville Senior High School. He said that management will keep the Members abreast of the plans as things evolve and are coordinated with the districts.



Finally, Mr. Da Silva advised the Board that the FY2024 budget testimony has concluded and, if all stays the same, the Authority is on track to receive \$75 million for Emergent Projects and facilities maintenance for both SDA and Regular Operating Districts.

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

The Chairman asked Mr. Luckie to provide the report of the School Review Committee. Mr. Luckie said that the School Review Committee met on May 15, 2023 and advanced three items for Board consideration today. He said that the first matter involves contract awards for design consultant services for limited-scope projects. He advised the Members that management is recommending that the Board authorize the award of contracts to a new pool of eight firms for design consultant services that will provide viable, cost effective solutions for limited-scope projects in the SDA Districts. He informed the Members that these eight engagements, resulting from a competitive procurement process, will provide the Authority with a pool of design consultants to permit the expedited assignment, or competitive selection and award, of task orders on an as-needed basis. He noted that these firms would not, however, be utilized for the complete design of a new school facilities project. He reported that each of the eight contracts will individually have a not-to-exceed (NTE) amount of \$1.5 million and that the term of each agreement will extend for a period of three years or until all obligations of the design consultant to deliver services under any existing task order have been performed to the Authority's satisfaction.

In continuing, Mr. Luckie said that assignments under this engagement are anticipated to include projects with construction costs ranging from \$50,000 to \$3 million or more per school facility. He added that the CEO and SDA staff will ensure the execution of individual planning charters for each project when design services are assigned through these task orders. He advised that SDA staff will also amend or modify individual task order assignments as appropriate under

this engagement. He noted that, prior to execution of each contract, the contract and related documentation will be reviewed and approved by the SDA Division of Chief Counsel.

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. Gumble, the awards for design consultant services for limited-scope projects were approved with the Board's unanimous vote in favor of ***Resolution 5a***.

Next, Mr. Luckie said that management is seeking Board approval of three actions in connection with the East Orange Fresh Start Academy (School) emergent project (Project): a release of funds from the program reserve for emergent projects, a task order award and the project's final charter. He reported that Fresh Start Academy is an approximately 76,000 square foot building housing alternative programs for students in grades 6 to 12. He advised that upon confirming the need for emergent roof replacement, masonry and stucco repairs at the School, the Authority engaged PS&S Architects in December 2021 for the performance of project scope development services to address these conditions. He said that upon completion of the services, staff determined to advance the Project through the engagement of a general contractor (GC) using the GC Task Order Contract (GCTO). He added that following a rotational assignment, the GC was required to engage the services of a design consultant to complete the design services. He noted that construction management oversight for the Project would be provided by SDA staff.

In continuing, Mr. Luckie said that in March 2023, Procurement staff contacted Integrated Construction Enterprises (ICE), the next firm on the GCTO rotational list and ICE confirmed acceptance of the task order assignment. He advised the Board that the assignment will be awarded on a time and materials (T&M) basis for a NTE value representing the most extensive scope of work pursuant to the contract. He reported that on April 5, 2023, SDA staff

and ICE conducted a site visit to review and assess the conditions of the roof and stucco for advancement of the emergent repair work. He added that, at that time, SDA staff instructed ICE to develop a proposal, cost estimate, and schedule to address the emergent conditions. He said that the Project scope includes construction work and related design services for roofing replacement, masonry repair and repointing, and stucco repair. Mr. Luckie explained that ICE's initial work will focus on Project design. He said that the NTE cost for this design work will be \$172,055, which includes \$137,055 for design and \$35,000 in allowances for further investigation of existing conditions. He informed the Members that upon completion of design work, SDA will review the final projected cost and schedule for the required scope of work and determine whether to advance the construction work on a T&M basis for the NTE amount or to establish a fixed cost for the scope of work as defined in the construction documents. Mr. Luckie reported that the award to ICE will be \$2.95 million, which will include the design scope of work to address the emergent project. He said that total Project funding, including design costs, construction costs, contingencies, allowances, and SDA staff costs, is estimated to be \$3.9 million. He noted that this is reflected in the Project Charter that was forwarded to the Board. He added that funding for total Project costs is available within the Program Reserve.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Burgos and seconded by Mr. Piaia, the proposed release of funds from the program reserve, task order award and final charter for the East Orange Fresh Start Academy emergent project were approved with the Board's unanimous vote in favor of ***Resolution 5b***.

Mr. Luckie said that the final matter for Board review is management's recommendation for approval of a change order (CO) for the Paterson Public School No. 5 (PS No. 5) emergent project (Project). He reported that CO No. 19 would simply reallocate remaining contract funds

so that its total value is \$0.00. He explained that while a zero dollar change order would not normally require Board approval, as the amount to be reallocated is close to \$700,000, management is seeking Board authorization in keeping with the spirit of the Operating Authority. He reported that PS No. 5 is a 107,000 square foot facility educating 775 students in grades Kindergarten through 6. He advised that SDA staff confirmed emergent conditions at the School related to water infiltration and deterioration of the building's roof and exterior masonry. He said that SDA engaged a consultant to investigate and detail the conditions. He noted that the SDA's consultant submitted findings recommending a minor scope of masonry repair and limited roof repairs. He said that, given that the scope appeared limited, the Project was delegated to the Paterson School District for management.

In continuing, Mr. Luckie reported that the District then engaged EI Associates (EI) to further evaluate the emergent conditions and develop a scope of work that would eliminate water infiltration into the building and address deterioration of the exterior masonry. He said that EI's report concluded that the conditions requiring attention were more extensive than those that were originally identified with the result that management of the Project was returned to SDA. He informed the Members that using the design consultant task order contract, the Authority engaged USA Architects, Planners + Interior Designers to provide design services for the Project. He said that they completed their work and the construction documents were reviewed and released by the DCA. Mr. Luckie said that Paul Otto Building Company, Inc. (Paul Otto) received a notice-to-proceed for construction services on June 14, 2021. He advised that the work was completed and the Project achieved substantial completion on September 14, 2022. He said that the Authority has now asked Paul Otto for a price to complete the School's Auditorium plaster ceiling and wall repair work. He explained that SDA's contract with Paul Otto includes five Allowances. He advised that at this point, there will be no further need for the

funds in Project Allowances No. 1 through 4, resulting in a combined remaining balance of \$683,000 in those Allowances.

In continuing, Mr. Luckie explained that Allowance No. 5 (the “Repair of Water Damaged Plaster Allowance”), in the amount of \$300,000.00, is available for the auditorium ceiling and wall repair work; however, management does not expect that amount to be sufficient for the work. He explained that, for this reason, management is proposing that the Board approve CO No. 19 and authorize management to re-allocate the \$683,000 in unused, remaining funds within Project Allowances No. 1 through 4 to Allowance No. 5 so that these funds can be used for the Auditorium work. He advised that this approach would avoid the duplication and transfer to the SDA of bond, insurance, and mark-ups on the \$683,000. He advised the Board that with approval of this \$0.00 CO and upon reallocation of the funds, the total funds available for the auditorium work would be \$983,320.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon motion duly made by Mr. Piaia and seconded by Mr. Burgos, Change Order No. 19 for Paul Otto Building Company, Inc. for the Paterson Public School No. 5 project was approved with the Board’s unanimous vote in favor of *Resolution 5c*.

### *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 June 7, 2023 meeting.

*/s/ Jane F. Kelly*  
Assistant Secretary

***Resolution—3a.***

**Approval of Minutes**

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

**WHEREAS**, pursuant to Section 3(k) of P.L. 2007, Chapter 137, the minutes of the June 7, 2023 Board meeting of the New Jersey Schools Development Authority, for the Open Session were duly forwarded to the Office of the Governor following the meeting.

**NOW, THEREFORE, BE IT RESOLVED**, that the minutes of the New Jersey Schools Development Authority's June 7, 2023 Open Session meeting is hereby approved.

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

Dated: July 5, 2023

## **AUTHORITY MATTERS**



## **CEO REPORT**

## **CHAIRMAN'S REPORT**

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

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

**Preliminary Project Charter – Paterson Publics School District – New STEAM and STARS High School**



MEMORANDUM

TO: Members of the Authority

FROM: David Magyar  
Program Director, Design Studio

Gregory Voronov  
Managing Director, Planning & Program Operations

DATE: July 5, 2023

SUBJECT: Preliminary Project Charter

RE: Paterson Public Schools – New STEAM and STARS High School Project

INTRODUCTION

At the April 6, 2022 NJSDA Board Meeting, the Members approved the Authority's 2022 Strategic Plan Update and Capital Plan (Plan). The Plan identified a Paterson Public Schools (District) high school project for approximately 1,000 students (Project). As proposed, the Project would address overcrowding and be constructed on the SDA-owned former Paterson Catholic School site. Working with District representatives and the New Jersey Department of Education (DOE), NJSDA staff reviewed and validated District needs and has identified a recommended Project scope to address those needs. We are writing to provide the Board with our recommendations for advancement of the identified Project.

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

BACKGROUND

Based upon the DOE's 2019 Educational Facilities Needs Assessment (EFNA), which identified overcrowding in grades Pre-K to 5 and 9 to 12 in the Paterson District, the NJSDA 2022 Capital Plan identified an addition and renovation project for validation prior to advancement. Analysis of enrollment data has confirmed that the District lacks capacity for approximately 1,200 students in grades 9 to 12.

Working group discussions with the District and DOE have served to validate District needs and identified the preferred location to be the SDA-owned former Paterson Catholic School site. The existing school site was acquired by the NJSDA in 2014 to initially provide temporary space to allow for the construction of the Joseph A. Taub Middle School (Taub MS), which opened in 2021. Since the opening of the Taub MS, the facility has served as a high school housing the District's STEAM (Science Technology Engineering Arts and Math) and STARS (Students Transitioning and Achieving Real Success) High School programs supporting the education of 400 students in grades 9 to 12.

### RECOMMENDED PROJECT SCOPE:

NJSDA staff has developed a proposed Project scope based on a detailed evaluation of District needs and application of standard programmatic models. Based on that analysis, the recommended Project scope calls for the construction of a new approximately 245,000 SF school facility on the former Paterson Catholic School site which now houses the District's STEAM and STARS programs. The existing school, constructed in 1966, is an approximately 105,000 square foot facility. The new facility, which is planned to be constructed opposite the existing school on the same site, would provide capacity to educate 1,200 students in grades 9 to 12 and continue to house the STEAM and STARS High School Programs. While the 2022 Capital Plan anticipated an addition and renovation project, validation and review with the District has determined that, due to the limitations imposed by the existing building including but not limited to the need to expand existing core facilities (cafeteria, gymnasium, etc.) to meet the needs of a larger student population, it will be more effective to construct a new facility to replace the existing school. Additionally, construction of a new facility will make better utilization of the site, and will be less disruptive to the current student population.

The Project scope includes demolition of the existing school after construction of the new facility is complete and needed outdoor physical education space will be constructed on the location of the existing school. The school will continue to remain operational during the construction of the new school.

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

### PROJECT DELIVERY RECOMMENDATIONS:

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

### PROJECT BUDGET

The estimated cost of \$160.3 million for the Project, as reflected in the Preliminary Project Charter, is inclusive of all estimated costs necessary for the advancement of the planned Project scope. Estimated costs are based upon the application of planning estimates to the current anticipated Project scope.

RECOMMENDATION

The Members of the Authority are requested to approve the Preliminary Project Charter for the Paterson Public Schools New STEAM and STARS High School facility. With its approval, the Board would be authorizing NJSDA management to procure the professional and construction services necessary to advance this Project.

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

Recommended by:

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

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

Reviewed and Recommended by: Manuel Da Silva, Chief Executive Officer  
Donald Guarriello, Vice President and Chief Financial officer  
Jane Kelly, Vice President of Corporate Governance and Legal Affairs



## New Jersey Schools Development Authority Project Charter - Summary

**Charter Date**

07/05/23

**Supersedes  
Charter Dated**

N/A

**Region:** Northern  
**District:** Paterson  
**Project Name:** New High School (STEAM & STARS)  
**School Type:** High School  
**DOE # / Project #:** 4010-N12-23-1000 / 4010-N12-23-0CCB  
**Project Type (New/Add/Reno):** New  
**Project Location:** 764 11th Ave Paterson, NJ  
**Number of Students** 1,200 (FES Capacity) 1,532 (Maximum Capacity)

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

**Funding Source**

2022 Capital Plan

**Project Budget:** \$ 160,335,000

**Funding Allocated**

\$160,335,000

**Anticipated Substantial Completion Date** TBD

**Anticipated School Occupancy Date** TBD

**Project Team Leader:** TBD

**District Local Share**

**Project Initiation Date:** Feb-23

\$0

**SDA Board - Project Charter Approval Date:** 07/05/23

Charter Version and Date	Project Summary
<input type="checkbox"/> Planning	New grade 9 to 12 School on the existing SDA-owned former Paterson Catholic High School site to educate 1,200 students. The project scope includes demolition of the existing school after construction of the new facility.
<input checked="" type="checkbox"/> Preliminary 07/05/23	
<input type="checkbox"/> Final	
<b>Purpose for Advancement of Current/Revised Project Charter</b>	
<b>Revision # and Date</b>	Project advancement including in-house design and procurement of necessary professional and construction services for the project.
<input type="checkbox"/> One	<b>District Project Goals</b> A new school to mitigate district-wide overcrowding at the high school grade levels.
<input type="checkbox"/> Two	
<input type="checkbox"/> Three	
<input type="checkbox"/> Four	
<input type="checkbox"/> Five	
<input type="checkbox"/> Six	

### Recommendation

Program Director - Program Operations TBD	Date	/s/ Gregory Voronov Managing Director - Planning & Program Operation Gregory Voronov	Date
/s/ David Magyar Director - Design Studio David Magyar	July 5, 2023 Date	VP - Prog. Ops. and Strategic Planning Vacant	Date

### Approval

/s/ Manuel Da Silva Chief Executive Officer Manuel Da Silva	July 5, 2023 Date
---	----------------------

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

**Charter Date**

07/05/23

**District / Project Name:** Paterson / New High School (STEAM & STARS)  
**DOE # / Project #:** 4010-N12-23-1000 / 4010-N12-23-0CCB

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

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

<u>Real Estate Services</u>	Start	Est.	Act.	Finish	Est.	Act.
Feasibility	05/11/23	<input type="checkbox"/>	<input checked="" type="checkbox"/>	12/19/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Investigations	05/11/23	<input type="checkbox"/>	<input checked="" type="checkbox"/>	12/19/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Acquisition	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Relocation	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Existing School Demolition & Site Work	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Early Site Package	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Deed Restriction Required?	TBD	<b>Date</b>				
District Notified?	_____	<input type="checkbox"/>	<input type="checkbox"/>			
Classification Exception Area?	TBD					
District Notified?	_____	<input type="checkbox"/>	<input type="checkbox"/>			

**Special Considerations**

<u>Design:</u>	Date	Est.	Act.	Date	Est.	Act.
Design Start (NTP)	05/26/22	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	<b>Start</b>	<b>Est.</b>	<b>Act.</b>	<b>Finish</b>	<b>Est.</b>	<b>Act.</b>
Program Concept Phase	11/09/22	<input type="checkbox"/>	<input checked="" type="checkbox"/>	07/26/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schematic Design	09/25/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>	02/19/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bridging Documents	01/04/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	04/10/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build Bid/Award	06/21/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	02/27/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build NTP	02/27/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	03/20/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final Design	03/20/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	12/31/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Special Considerations**

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

**Special Considerations**

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

**Charter Date**

07/05/23

**District / Project Name:** Paterson / New High School (STEAM & STARS)  
**DOE # / Project #:** 4010-N12-23-1000 / 4010-N12-23-0CCB

**2012 Capital Plan Funding Allocation**      \$      **160,335,000**

**Special Considerations:**

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

**Project Budget:**

<b>Gross Building Area (GSF):</b>		<b>Grossing Factor:</b>
New	245,000	<b>1.55</b>
Addition	0	
Renovation	0	
<b>Total Gross Building Area (GSF):</b>	<b>245,000</b>	
<b>Estimated Building Cost / GSF</b>		
New Construction Cost/GSF	<b>\$430.20</b>	
Renovation Cost/GSF		

**Design-Builder Costs**

Design	\$6,500,000
Building Costs	\$105,400,000
Site Development Costs	\$8,825,000
Allowances	\$2,000,000
Design Contingency	\$12,070,000
Construction Contingency	\$6,040,000
<b>Total Construction Costs</b>	<b>\$140,835,000</b>

**Pre-Development Costs:**

Consultant Services	\$200,000
ESP Existing School Demolition	\$0
Land Acquisition	\$0
Relocation	\$0
Property Maintenance/Carry Costs	\$0
<b>Total Pre-Development Costs</b>	<b>\$200,000</b>

**Other Costs:**

Bridging Design Services	\$1,900,000
In-House Design & Project Management	\$2,700,000
Construction Management Services	\$3,200,000
FF&E	\$4,900,000
Technology	\$4,300,000
Temporary Space	\$0
Other Costs	\$2,300,000
<b>Total Other Costs</b>	<b>\$19,300,000</b>

**Other Funding Sources**

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

<b>Total Project Budget</b>	<b>\$160,335,000</b>
<b>Funding from Prior Allocation</b>	<b>\$0</b>
<b>Funding from 2022 Capital Plan</b>	<b>\$160,335,000</b>

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

**Charter Date**

07/05/23

**District / Project Name:** Paterson / New High School (STEAM & STARS)  
**DOE # / Project #:** 4010-N12-23-1000 / 4010-N12-23-0CCB

**Project Budget:**

	<b>Capital Plan Estimate</b>	<b>Preliminary Charter</b>	<b>VARIANCE Fav/(Unfav)</b>
Grossing Factor:	N/A	1.55	N/A
Gross Building Area (GSF):			
New	N/A	245,000	N/A
Addition	N/A	0	N/A
Renovation	N/A	0	N/A
<b>Total Gross Area (GSF):</b>	<b>N/A</b>	<b>245,000</b>	<b>N/A</b>
<b>Design-Builder Costs</b>			
Design	N/A	\$6,500,000	N/A
Building Costs	N/A	\$105,400,000	N/A
Site Development Costs	N/A	\$8,825,000	N/A
Allowances	N/A	\$2,000,000	N/A
Design Contingency	N/A	\$12,070,000	N/A
Construction Contingency	N/A	\$6,040,000	N/A
<b>Total Construction Costs</b>	<b>N/A</b>	<b>\$140,835,000</b>	<b>N/A</b>
<b>Pre-Development Costs:</b>			
Consultant Services	N/A	\$200,000	N/A
ESP Existing School Demolition	N/A	\$0	N/A
Land Acquisition	N/A	\$0	N/A
Relocation	N/A	\$0	N/A
Property Maintenance/Carry Costs	N/A	\$0	N/A
<b>Total Pre-Development Costs</b>	<b>N/A</b>	<b>\$200,000</b>	<b>N/A</b>
<b>Other Costs:</b>			
Bridging Design Services	N/A	\$1,900,000	N/A
In-House Design & Project Management	N/A	\$2,700,000	N/A
PMF/CM	N/A	\$3,200,000	N/A
FF&E	N/A	\$4,900,000	N/A
Technology	N/A	\$4,300,000	N/A
Temporary Space	N/A	\$0	N/A
Other Costs	N/A	\$2,300,000	N/A
<b>Total Other Costs</b>	<b>N/A</b>	<b>\$19,300,000</b>	<b>N/A</b>
<b>Other Funding Sources</b>			
Rebates & Refunds	N/A	\$0	N/A
District Local Share Funds	N/A	\$0	N/A
<b>Total Other Funding Sources</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>
<b>Total Project Budget</b>	<b>N/A</b>	<b>\$160,335,000</b>	<b>N/A</b>
Funding from Prior Allocation	\$0	\$0	\$0
Funding from 2022 Capital Plan	N/A	\$160,335,000	N/A

**Budget Variance Analysis:**

***Resolution—6a.***

Preliminary Project Charter  
Paterson Public Schools District – New STEAM and STARS High School

**Resolution**

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

**WHEREAS**, at the April 6, 2022 meeting of the Authority’s Board of Directors, the Members approved the SDA’s 2022 Strategic Plan Update and Capital Plan (Plan); and

**WHEREAS**, the Plan identified the need for a Paterson Public Schools District (District) high school project for approximately 1,000 students (Project); and

**WHEREAS**, while the 2022 Capital Plan anticipated an addition and renovation project, validation and review with the District has determined that, due to the limitations imposed by the existing building, it will be more effective to construct a new facility to replace the existing school; and

**WHEREAS**, as proposed, the Project would address overcrowding and be constructed on the SDA-owned former Paterson Catholic School site; and

**WHEREAS**, working with District representatives and the New Jersey Department of Education, SDA staff reviewed and validated District needs, and has identified and is recommending Board approval of a Project scope to address those needs; and

**WHEREAS**, management is seeking Board approval of a Preliminary Project Charter (Charter) detailing Project advancement recommendations, including estimated costs and schedules for Project completion; and

**WHEREAS**, upon completion, the Project will provide a new approximately 245,000 square foot facility on the former Paterson Catholic School site; and

**WHEREAS**, the new facility, planned for construction opposite the existing school, would provide capacity to educate 1,200 students in grades 9 to 12 and continue to house the District’s STEAM and STARS High School Programs; and

**WHEREAS**, the recommended Project delivery method would involve the utilization of in-house design staff to complete program concept design and a bridging design consultant to complete schematic designs and prepare bridging documents to support a design-build delivery process, as reflected in the proposed Project budget; and

**WHEREAS**, the Project's background and the details of the recommended Project scope, along with Project delivery recommendations and a Project budget are comprehensively set forth in the memorandum presented to the Board and incorporated herein; and

**WHEREAS**, the estimated cost of \$160.3 million for the Project reflected in the Charter includes all estimated costs necessary for advancement of the planned Project scope, with costs based upon the application of planning estimates to the current anticipated Project scope; and

**WHEREAS**, with the Project completed, the District's capacity needs in grades 9 to 12 will be fully addressed.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the Preliminary Project Charter for the Paterson Public Schools New STEAM and STARS High School facility.

**BE IT FURTHER RESOLVED**, that, with its approval, the Board authorizes SDA management and staff to procure the professional and construction services necessary to advance this Project.

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

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

Attached: Memorandum, Preliminary Project Charter, Paterson Public Schools District, New STEAM and STARS High School, dated July 5, 2023

Dated: July 5, 2023

**Preliminary Project Charter – Trenton Public School District – New Elementary  
School (Dunn Middle School Site)**



**MEMORANDUM**

**TO:** Members of the Authority

**FROM:** David Magyar  
Program Director, Design Studio

Gregory Voronov  
Managing Director, Planning & Program Operations

**DATE:** July 5, 2023

**SUBJECT:** Preliminary Project Charter

**RE:** Trenton Public School District – New Elementary School  
(Dunn Middle School Site)

**INTRODUCTION**

At the April 6, 2022 NJSDA Board Meeting, the Members of the Authority approved the Authority’s 2022 Strategic Plan Update and Capital Plan. That Plan identified a Trenton Public School District (District) elementary school project (the Project) for approximately 725 students. The Project would address overcrowding and be constructed on the existing Dunn Middle School site adjacent to the existing school. The existing Dunn Middle School is expected to continue to operate as a school after the Project is completed. Working with District representatives and the New Jersey Department of Education (DOE), NJSDA staff reviewed and has validated District needs and identified a recommended Project scope to address those needs. We are writing to provide the Board with our recommendations for advancement of the identified Project.

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

**BACKGROUND**

Based upon the DOE’s 2019 Educational Facilities Needs Assessment (EFNA) which identified overcrowding in grades K to 5 and 9 to 12 in the Trenton District, the NJSDA 2022 Capital Plan identified a new school project for validation prior to advancement. Analysis of enrollment data has confirmed that the District lacks capacity for approximately 800 students in grades K to 5. Working group discussions with the District and DOE have served to validate District needs and identified the preferred location to be the existing Dunn Middle School site. The Project will be constructed adjacent to the existing school on vacant outdoor space. The Dunn Middle School will remain operational during the construction of the new facility.

**RECOMMENDED PROJECT SCOPE:**

NJSDA staff has developed a proposed Project scope based on a detailed evaluation of District needs and application of standard programmatic models. Based on that analysis, the recommended Project scope calls for the construction of an approximately 124,000 SF new school facility. The new facility will provide capacity to educate 750 students in grades K to 6. While the 2022 Capital Plan anticipated advancement of a



project for grades K to 5, current District practices group students in grades K to 3 and 4 to 6. Accordingly, the new school will be organized consistent with current District practices.

Advancement of this Project will significantly address District capacity needs in grades K to 5.

PROJECT DELIVERY RECOMMENDATIONS:

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

PROJECT BUDGET

The estimated cost of \$83.8 million for the Project reflected in the Preliminary Project Charter is inclusive of all estimated costs necessary for the advancement of the planned Project scope. Projected costs are based upon the application of planning estimates to the current anticipated Project scope.

RECOMMENDATION

The Members are requested to approve the Preliminary Project Charter for the Trenton Public School District's New Elementary School Project. In so doing, the Board is authorizing Authority management to procure the professional and construction services necessary to advance this Project.

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

Recommended by:

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

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

Reviewed and Recommended by: Manuel Da Silva, Chief Executive Officer  
Donald Guarriello, Vice President and Chief Financial Officer  
Jane Kelly, Vice President of Corporate Governance and Legal Affairs

## New Jersey Schools Development Authority Project Charter - Summary

<b>Charter Date</b>
07/05/23
<b>Supersedes Charter Dated</b>
N/A

**Region:** Central  
**District:** Trenton  
**Project Name:** New Elementary School (Dunn MS Site)  
**School Type:** Elementary School  
**DOE # / Project #:** 5210-N09-23-1000 / 5210-N09-23-0CCA  
**Project Type (New/Add/Reno):** New  
**Project Location:** 401 Dayton St. Trenton, NJ  
**Number of Students:** 753 (FES Capacity) 837 (Maximum Capacity)

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

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

**Project Budget:** \$ 83,770,000  
**Anticipated Substantial Completion Date:** TBD  
**Anticipated School Occupancy Date:** TBD

<b>Funding Allocated</b>
\$83,770,000

**Project Team Leader:** TBD  
**Project Initiation Date:** Jan-23  
**SDA Board - Project Charter Approval Date:** 07/05/23

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

Charter Version and Date	Project Summary	
<input type="checkbox"/> Planning	New grade K to 6 School on the existing Grace Dunn Middle School site to educate 750 students.	
<input checked="" type="checkbox"/> Preliminary      07/05/23		
<input type="checkbox"/> Final		
Purpose for Advancement of Current/Revised Project Charter		
Revision # and Date	Project Summary	
<input type="checkbox"/> One	Project advancement including in-house design and procurement of necessary professional and construction services for the project.	
<input type="checkbox"/> Two		
<input type="checkbox"/> Three		
District Project Goals		
<input type="checkbox"/> Four		A new school to mitigate district-wide overcrowding at the elementary grade levels.
<input type="checkbox"/> Five		
<input type="checkbox"/> Six		

### Recommendation

Program Director - Program Operations _____ TBD	Date	/s/ Gregory Voronov Managing Director - Planning & Program Operation _____ Gregory Voronov	Date
/s/ David Magyar Director - Design Studio _____ David Magyar	July 5, 2023 Date	VP - Prog. Ops. and Strategic Planning _____ Vacant	Date

### Approval

/s/ Manuel Da Silva Chief Executive Officer _____ Manuel Da Silva	Date	July 5, 2023
--	------	--------------

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

**Charter Date**

07/05/23

**District / Project Name:** Trenton / New Elementary School (Dunn MS Site)  
**DOE # / Project #:** 5210-N09-23-1000 / 5210-N09-23-0CCA

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

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

<u>Real Estate Services</u>	Start	Est.	Act.	Finish	Est.	Act.
Feasibility	04/21/23	<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/29/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Investigations	04/21/23	<input type="checkbox"/>	<input checked="" type="checkbox"/>	11/29/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Acquisition	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Relocation	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Existing School Demolition & Site Work	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Early Site Package	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Deed Restriction Required?	TBD	<b>Date</b>				
District Notified?		<input type="checkbox"/>	<input type="checkbox"/>			
Classification Exception Area?	TBD					
District Notified?		<input type="checkbox"/>	<input type="checkbox"/>			

**Special Considerations**

<u>Design:</u>	Date	Est.	Act.	Finish	Est.	Act.
Design Start (NTP)	11/17/22	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
	<b>Start</b>	<b>Est.</b>	<b>Act.</b>	<b>Finish</b>	<b>Est.</b>	<b>Act.</b>
Program Concept Phase	11/17/22	<input type="checkbox"/>	<input checked="" type="checkbox"/>	07/15/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schematic Design	09/05/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>	01/30/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bridging Documents	12/13/23	<input checked="" type="checkbox"/>	<input type="checkbox"/>	03/21/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build Bid/Award	06/21/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	02/27/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build NTP	02/27/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	03/20/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final Design	03/20/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	12/31/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Special Considerations**

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

**Special Considerations**

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

**Charter Date**

07/05/23

**District / Project Name:** Trenton / New Elementary School (Dunn MS Site)  
**DOE # / Project #:** 5210-N09-23-1000 / 5210-N09-23-0CCA

**2012 Capital Plan Funding Allocation**      \$      **83,770,000**

**Special Considerations:**

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

**Project Budget:**

<b>Gross Building Area (GSF):</b>		<b>Grossing Factor:</b>
New	124,000	<b>1.55</b>
Addition	0	
Renovation	0	
<b>Total Gross Building Area (GSF):</b>	<b>124,000</b>	
<b>Estimated Building Cost / GSF</b>		
New Construction Cost/GSF	\$429.84	
Renovation Cost/GSF		

**Design-Builder Costs**

Design	\$3,300,000
Building Costs	\$53,300,000
Site Development Costs	\$3,200,000
Allowances	\$1,000,000
Design Contingency	\$5,980,000
Construction Contingency	\$2,990,000
<b>Total Construction Costs</b>	<b>\$69,770,000</b>

**Pre-Development Costs:**

Consultant Services	\$200,000
ESP Existing School Demolition	\$0
Land Acquisition	\$0
Relocation	\$0
Property Maintenance/Carry Costs	\$0
<b>Total Pre-Development Costs</b>	<b>\$200,000</b>

**Other Costs:**

Bridging Design Services	\$1,400,000
In-House Design & Project Management	\$2,200,000
Construction Management Services	\$2,200,000
FF&E	\$2,500,000
Technology	\$4,300,000
Temporary Space	\$0
Other Costs	\$1,200,000
<b>Total Other Costs</b>	<b>\$13,800,000</b>

**Other Funding Sources**

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

<b>Total Project Budget</b>	<b>\$83,770,000</b>
<b>Funding from Prior Allocation</b>	<b>\$0</b>
<b>Funding from 2022 Capital Plan</b>	<b>\$83,770,000</b>

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

**Charter Date**

07/05/23

**District / Project Name:** Trenton / New Elementary School (Dunn MS Site)  
**DOE # / Project #:** 5210-N09-23-1000 / 5210-N09-23-0CCA

**Project Budget:**

	<b>Capital Plan Estimate</b>	<b>Preliminary Charter</b>	<b>VARIANCE Fav/(Unfav)</b>
Grossing Factor:	N/A	1.55	N/A
Gross Building Area (GSF):			
New	N/A	124,000	N/A
Addition	N/A	0	N/A
Renovation	N/A	0	N/A
<b>Total Gross Area (GSF):</b>	<b>N/A</b>	<b>124,000</b>	<b>N/A</b>
<b>Design-Builder Costs</b>			
Design	N/A	\$3,300,000	N/A
Building Costs	N/A	\$53,300,000	N/A
Site Development Costs	N/A	\$3,200,000	N/A
Allowances	N/A	\$1,000,000	N/A
Design Contingency	N/A	\$5,980,000	N/A
Construction Contingency	N/A	\$2,990,000	N/A
<b>Total Construction Costs</b>	<b>N/A</b>	<b>\$69,770,000</b>	<b>N/A</b>
<b>Pre-Development Costs:</b>			
Consultant Services	N/A	\$200,000	N/A
ESP Existing School Demolition	N/A	\$0	N/A
Land Acquisition	N/A	\$0	N/A
Relocation	N/A	\$0	N/A
Property Maintenance/Carry Costs	N/A	\$0	N/A
<b>Total Pre-Development Costs</b>	<b>N/A</b>	<b>\$200,000</b>	<b>N/A</b>
<b>Other Costs:</b>			
Bridging Design Services	N/A	\$1,400,000	N/A
In-House Design & Project Management	N/A	\$2,200,000	N/A
PMF/CM	N/A	\$2,200,000	N/A
FF&E	N/A	\$2,500,000	N/A
Technology	N/A	\$4,300,000	N/A
Temporary Space	N/A	\$0	N/A
Other Costs	N/A	\$1,200,000	N/A
<b>Total Other Costs</b>	<b>N/A</b>	<b>\$13,800,000</b>	<b>N/A</b>
<b>Other Funding Sources</b>			
Rebates & Refunds	N/A	\$0	N/A
District Local Share Funds	N/A	\$0	N/A
<b>Total Other Funding Sources</b>	<b>N/A</b>	<b>\$0</b>	<b>N/A</b>
<b>Total Project Budget</b>	<b>N/A</b>	<b>\$83,770,000</b>	<b>N/A</b>
Funding from Prior Allocation	\$0	\$0	\$0
Funding from 2022 Capital Plan	N/A	\$83,770,000	N/A

**Budget Variance Analysis:**

***Resolution—6b.***

Preliminary Project Charter  
Trenton Public School District – New Elementary School (Dunn Middle School Site)

**Resolution**

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

**WHEREAS**, at the April 6, 2022 meeting of the Authority’s Board of Directors, the Members of the Authority approved the SDA’s 2022 Strategic Plan Update and Capital Plan (Plan); and

**WHEREAS**, the Plan identified the need for an elementary school project (Project) for the Trenton Public School District (District) to address overcrowding and provide capacity for approximately 725 students; and

**WHEREAS**, as proposed, the Project would be constructed on the existing Grace A. Dunn Middle School (Dunn School) site adjacent to the existing school, which shall continue as an active school facility during Project construction and is anticipated to continue to remain operational upon Project completion; and

**WHEREAS**, SDA staff, working with District representatives and the New Jersey Department of Education, reviewed and validated District needs and has identified a Project scope to address those needs; and

**WHEREAS**, management is seeking Board approval of a Preliminary Project Charter (Charter) which details Project advancement recommendations including estimated project costs and schedules for Project completion; and

**WHEREAS**, based on a detailed evaluation of District needs and application of standard programmatic models, the recommended Project scope calls for construction of an approximately 124,000 square foot new school facility to provide capacity to educate 750 students in grades Kindergarten to 6, with students grouped consistent with current District practices; and

**WHEREAS**, advancement of this Project will significantly address District capacity needs in grades Kindergarten to 5; and

**WHEREAS**, the Project’s background and the details of the recommended Project scope, along with Project delivery recommendations and a Project budget are comprehensively set forth in the memorandum presented to the Board and incorporated herein; and

**WHEREAS**, the estimated cost of \$83.8 million for the Project reflected in the Charter includes all estimated costs necessary for advancement of the planned Project scope, with costs based upon the application of planning estimates to the current anticipated Project scope; and

**WHEREAS**, SDA management requests and recommends that the Members of the Authority approve the Preliminary Project Charter for the Trenton Public School District's New Elementary School Project as proposed, authorizing SDA management to procure the professional and construction services necessary to advance this Project.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby approve the Preliminary Project Charter for the Trenton Public School District's New Elementary School Project and authorize SDA management to procure the professional and construction services necessary to advance this Project.

**BE IT FURTHER RESOLVED**, that the SDA Operating Authority will govern the award of all professional services and construction contracts as well as Board notification requirements for the use of any contingency funds.

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

Attached: Memorandum, Preliminary Project Charter, Trenton Public School District, New Elementary School (Dunn Middle School site), dated July 5, 2023

Dated: July 5, 2023

**Release of Funds from Program Reserve, Award of Task Order, and Approval of the Final Project  
Charter - Burlington Township Schools District - Samuel Smith Elementary School -  
Roof Replacement and Window Repairs, Emergent Project - EP-0122-C01**





TO: Members of the Authority

FROM: Sean Murphy  
Managing Director, Procurement

Robert Ryan  
Program Director, Construction Operations

RE: District: Burlington City Public Schools District  
School: Samuel Smith Elementary School  
Package No.: EP-0122-C01  
Award: \$2,998,000.00  
CM: NJSDA Self-Managed

DATE: July 5, 2023

SUBJECT: Release of Funds from Program Reserve, Award of Task Order, and Approval of the Final Project Charter  
Burlington City Public Schools District – Samuel Smith Elementary School  
Roofing Replacement and Window Repairs - Emergent Project

---

## INTRODUCTION

We are writing to recommend approval by the Members of the Authority for three related actions to address emergent conditions at the Samuel Smith Elementary School in the Burlington City Public Schools District:

1. The release of funds from the NJSDA Program Reserve maintained for emergent projects;
2. The award of a task order to Hall Construction Co., Inc. in the Not-To-Exceed (N.T.E.) amount of \$2,998,000.00; and
3. The Final Project Charter (copy attached) representing the project budget inclusive of the N.T.E. dollar value for the award of the task order, appropriate contingency, allowances, NJSDA staff costs and other costs.

As discussed below, the recommended actions represent N.T.E values to support development and implementation of the most appropriate, efficient and timely action to address the emergent conditions.

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 monies from the Program Reserve for emergent projects or emergency situations exceeding \$500,000.00. The Operating Authority also requires Board approval of the award of construction contracts greater than \$500,000.00 as well as Final Project Charters. Both the construction award and the release of funds from the reserve for the proposed Samuel Smith Elementary School Roofing Replacement and Window Repairs (Project) exceed \$500,000.00.

At the July 2008 Board meeting, the Members approved the Authority's 2008 New Funding Allocation and Capital Plan, which allocated \$97 million to fund emergent projects in the 31 SDA Districts (Program Reserve for Emergent Projects).

Thereafter, at the March 2, 2011 Board meeting, the Members approved the 2011 Capital Program which allocated an additional \$100 million to fund emergent projects. Most recently, at the July 1, 2020 Board meeting, the Members approved a reallocation of funds from the Unforeseen Events Reserve to the Program Reserve for Emergent Projects, providing an additional \$55.6 million to support the advancement of emergent projects in SDA Districts.

Funding for the Project is available within the existing Program Reserve for Emergent Projects.

## BACKGROUND

The Samuel Smith Elementary School (School) is an approximately 46,750 square foot facility educating approximately 317 students in grades Pre-K to 2.

Upon confirmation of the need for emergent roofing and window repair work at the School, NJSDA engaged T&M Associates in September 2021, for the performance of Project Scope Development Services to address these conditions.

At the conclusion of the Project Scope Development services, the NJSDA determined to advance the Project through the engagement of a General Contractor utilizing the NJSDA's General Construction Services Task Order (GC Task Order) Contract, and to require the General Contractor to engage the services of a Design Consultant to complete the needed Design Services. It was further determined that NJSDA staff would provide Construction Management oversight for the Project.

## PROCUREMENT PROCESS

The GC Task Order Contract was established so that the NJSDA has available a pool of contractors to perform certain work. The NJSDA Board approved the use of the GC Task Order Contract on September 7, 2022. No individual task order can exceed \$3 million and no individual Task Order Contractor can receive more than \$7.5 million of work per region during the duration of the Contract. Bidders were required to select a region(s) (North, South, or both) for job order assignments and accept the defined cost multiplier of 1.15, as determined by the NJSDA, for use in establishing compensation for those task order assignments to be performed on a time and materials basis. GC Task Order Contract work may also be assigned on a lump sum basis after competitive bidding among Task Order Contractors.

Following a determination to advance the Project utilizing a rotational task order assignment, on April 12, 2023, Procurement staff contacted Hall Construction Co., Inc. (Hall), the next firm on the GC Task Order Contract's rotational list. On April 12, 2023, Hall confirmed acceptance of the Task Order assignment.

The assignment will be awarded on a Time and Material (T&M) basis for a N.T.E. value representing the most extensive scope of work pursuant to the GC Task Order Contract.

## SCOPE OF WORK

On April 19, 2023, NJSDA staff and Hall conducted a site visit at the Project site to review and assess the conditions of the roofs and windows for advancement of the emergent repair work. At that time, NJSDA staff instructed Hall to develop a proposal, cost estimate, and schedule to address these emergent conditions.

The scope of work for this engagement includes all design services and construction work necessary to implement the following scope of work:

- Removal and replacement of approximately 39,750 square feet of existing low-slope roofing and 7,000 square feet of high-sloped roofing.
- Replacement of approximately 125 wood-clad double-hung window balancers.

- Roof hatch repairs in the 1940's Wing of the upper roof which consists of constructing a new ceiling access hatch in the 1<sup>st</sup> Floor Corridor ceiling and providing a new steel ladder extending from the 1<sup>st</sup> Floor Ceiling level to the existing roof hatch.
- Installation of new exterior roof access ladders for both the 1940's Gym Roof and the 2004 Pre-K Wing Room.

Hall's initial work will focus on Project design based upon the above scope of work. The cost for this design work will be for a total N.T.E. amount of \$273,480.00, which includes \$238,480.00 for design and \$35,000.00 in allowances for further investigations of existing conditions.

Upon completion of design work, the NJSDA will review and validate the final projected cost and schedule for the required scope of work. This review will result in a determination to either advance the construction work on a T&M basis for the N.T.E. amount or to establish a fixed cost for the scope of work defined in the construction documents.

#### PROJECT BUDGET

The value of Hall's award to address the emergent project will be in the N.T.E. amount of \$2,998,000.00, which includes \$273,480.00 for design services and \$2,724,520 for construction work. As reflected in the attached Project Charter, the total Project funding, including design costs, construction costs, contingencies, allowances, and NJSDA staff costs is estimated at a value in the amount of \$3,920,500.00 (prior funding of \$75,000 in addition to the \$3,845,500.00 proposed for release from the Program Reserve). Funding for the total Project cost is available within the NJSDA Program Reserve maintained for emergent projects.

#### RECOMMENDATION

The Members of the Authority are requested to approve:

1. The release of \$3,845,500.00 from the Program Reserve maintained for emergent projects;
2. The award of a task order to Hall Construction Co., Inc. in the N.T.E. amount of \$2,998,000.00; and
3. The Final Project Charter (copy attached) representing all expended and projected funds necessary for completion of the emergent project at the Samuel Smith Elementary School in the Burlington City Public Schools District.

/s/ Sean Murphy

Sean Murphy, Managing Director, Procurement

/s/ Robert Ryan

Robert Ryan, Program Director, Construction Operations

Reviewed and Recommended by: Donald Guarriello, Vice President and Chief Financial Officer  
Jane F. Kelly, Vice President, Corporate Governance & Legal Affairs

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

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

**Charter Date**

07/05/23

**Region:** Southern  
**District:** Burlington City  
**School Name:** Samuel Smith ES  
**Project Type:** Emergent  
**DOE # / Project #:** 0600-080-21-0BBM  
**Project Location:** 250 Farner Ave Burlington City, NJ

**Supersedes**

**Charter Dated**

N/A

**Project Budget:** \$ 3,920,500  
**Anticipated Construction NTP Date** January-24  
**Anticipated Final Completion Date** June-24  
**Project Initiation Date:** September-21

**Funding Source**

2011 Emergent Reserve

Charter Version and Date	Project Summary
<input checked="" type="checkbox"/> Final      07/05/23	<ul style="list-style-type: none"> <li>- Replacement of approximately 39,750 square feet of existing low-slope roofing and 7,000 square feet of high-sloped roofing.</li> <li>- Replacement of approximately 125, wood-clad double-hung window balances.</li> <li>- Roof hatch repairs consisting of constructing a new ceiling access hatch in the 1<sup>st</sup> Floor Corridor ceiling and providing a new steel ladder extending from the 1<sup>st</sup> Floor Ceiling level to the existing roof hatch.</li> <li>- Installation of new exterior roof access ladders for both the Gym Roof and the Pre-K Wing.</li> </ul>
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 award for construction, appropriate contingency, allowances, NJSDA staff costs, and estimated other costs.	

### Recommendation

/s/ Robert Ryan	Jul 5, 2023	/s/ Gregory Voronov	Jul 5, 2023
Program Director - Project	Date	Managing Director - Program Operations	Date
Robert Ryan		Gregory Voronov	
	Date	VP - Program Ops and Strategic Planning	Date
		Vacant	

### Approval

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

/s/ Manuel Da Silva	Jul 5, 2023
Chief Executive Officer	Date
Manuel Da Silva	

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

<b>District / Project Name:</b>	Burlington City/Samuel Smith ES
<b>DOE # / Project #:</b>	0600-080-21-0BBM
<b>Charter Date:</b>	07/05/23

**Special Considerations:**

The project budget is based upon the award 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:**

<b>GC Task Order with Design Costs</b>	
Design & Construction Costs	\$2,963,000
Allowances	\$35,000
Construction Contingency	\$450,000
<b>Total Construction Costs</b>	<b>\$3,448,000</b>
<b>Other Costs:</b>	
Pre-Design Services	\$0
Project Management (SDA Staff)	\$300,000
Other Costs	\$150,000
<b>Total Other Costs</b>	<b>\$450,000</b>
<b>PreDevelopment &amp; Environmental Costs:</b>	
PreDevelopment	\$22,500
Environmental/Remediation	\$0
<b>Total PreDevelopment &amp; Environmental Costs</b>	<b>\$22,500</b>
<b>Total Project Budget</b>	<b>\$3,920,500</b>
<b>2011 Emergent Reserve Impact</b>	
Prior Funding Approved	\$75,000
Current Funding Requested	\$3,845,500

## ***Resolution—6c.***

Release of Funds from Program Reserve, Award of Task Order, and Approval of the Final Project Charter - Burlington Township Schools District – Samuel Smith Elementary School - Roof Replacement and Window Repairs – EP-0122-C01

### **Resolution**

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

**WHEREAS**, the Operating Authority further requires Board approval of the award of construction contracts greater than \$500,000 and final project charters; and

**WHEREAS**, in 2008 and 2011, the SDA Board approved a total of \$197 million to fund emergent project work in SDA Districts and, in July 2020, provided an additional \$55.6 million to support the advancement of emergent projects by authorizing the reallocation of funds from the SDA's Unforeseen Events Reserve to the Emergent Projects Reserve; and

**WHEREAS**, the Burlington City Samuel Smith Elementary School (School) is an approximately 46,750 square foot facility educating approximately 317 students in grades Pre-Kindergarten to 2; and

**WHEREAS**, upon confirming the need for emergent roofing and window repair work at the School, SDA engaged T&M Associates in September 2021 for the performance of Project scope development services to address these conditions; and

**WHEREAS**, upon completion of these Project scope development services, the SDA determined to advance the Project through the engagement of a general contractor utilizing the Authority's General Construction Services Task Order (GCTO) Contract, and to require the general contractor to engage the services of a design consultant to complete the needed design services; and

**WHEREAS**, it was further determined that SDA staff would provide construction management oversight for the Project; and

**WHEREAS**, following a determination to advance the Project utilizing a rotational task order assignment, on April 12, 2023, Procurement staff contacted Hall Construction Co., Inc. (Hall), the next firm on the GCTO Contract's rotational list and, on April 12, 2023, Hall confirmed acceptance of the task order assignment; and

**WHEREAS**, the assignment will be awarded on a time and material basis for a not-to-exceed (NTE) value representing the most extensive scope of work pursuant to the GCTO Contract; and

**WHEREAS**, on April 19, 2023, SDA staff and Hall conducted a site visit at the Project site to review and assess the condition of the roof and windows for advancement of the emergent repair work and, at that time, SDA staff instructed Hall to develop a proposal, cost estimate, and schedule to address these emergent conditions; and

**WHEREAS**, the scope of work for this engagement includes all design services and construction work necessary for the emergent project as described in detail in the Board memorandum; and

**WHEREAS**, Hall's initial work will focus on Project design based upon the above scope of work for a total NTE cost of \$273,480.00, which includes \$238,480.00 for design and \$35,000.00 in allowances for further investigations of existing conditions; and

**WHEREAS**, upon completion of design work, Authority staff will review and validate the final projected cost and schedule and determine whether to advance the work on a time and material basis for the NTE amount or on a fixed cost basis; and

**WHEREAS**, the value of Hall's award will be in the NTE amount of \$2,998,000.00, which includes \$273,480.00 for design services and \$2,724,520 for construction work; and

**WHEREAS**, as reflected in the proposed Project Charter, total Project funding, including design costs, construction costs, contingencies, allowances, and SDA staff costs is estimated at a value in the amount of \$3,920,500.00, inclusive of prior funding of \$75,000 and to the \$3,845,500.00 proposed for release from the Program Reserve; and

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

**WHEREAS**, as the construction award and the funds requiring release from the Program Reserve for the Project each exceed \$500,000, both require Board approval; and

**WHEREAS**, the Project's background, scope of work and budget, along with the details of the procurement process followed are described in detail in the memorandum presented to the Board on this date and incorporated herein; and

**WHEREAS**, management recommends that the Members of the Authority approve the Project's final charter as proposed, the contract award to Hall in the NTE amount of \$2,998,000, and the release of \$3,845,500 from the Program Reserve maintained for emergent projects for the Samuel Smith Elementary School project in the Burlington City Public Schools District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize the release of \$3,845,500.00 from the Program Reserve for the emergent project at the Samuel Smith Elementary School in the Burlington City Public Schools District.

**BE IT FURTHER RESOLVED**, that the Members of the Authority authorize the award of a task order to Hall Construction Co., Inc. in the not-to-exceed amount of \$2,998,000.00 for the Project and the Project's Final Project Charter representing the project budget inclusive of the not-to-exceed dollar value for the award of the task order, appropriate contingency, allowances, SDA staff costs and other costs.

**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, Award of Task Order Contract and Approval of Final Project Charter, Burlington Township Schools District, Samuel Smith Elementary School, EP-0122-C01, Emergent Project, dated, July, 2023

**Dated:** July 5, 2023

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



**Approval of Award - State-Wide Property Management and Maintenance Services**



## MEMORANDUM

**TO:** Members of the Authority

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

Vishal Maher  
Cost Engineer, Financial Operations

**DATE:** July 5, 2023

**RE:** Description: State-Wide Property Management and Maintenance Services  
Package No.: GP-0290-R01  
Fee: \$1,786,000

---

### INTRODUCTION

The NJSDA previously procured State-Wide Property Management and Maintenance Services in 2008, 2011, 2015 and 2019. Since the current contract will expire on September 1, 2023, the Members of the Authority are requested to approve the award of a contract to a firm with relevant experience and qualifications to successfully perform the required property management and maintenance services. The term of agreement for this contract is three years (expiring September 1, 2026) with an option by the NJSDA to extend the agreement for one additional year on such terms as the NJSDA and the Consultant may then agree. The negotiated total compensation for the three-year agreement for property management and maintenance services is \$1,786,000.

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

### DESCRIPTION

The Consultant will be required to provide property management and maintenance services for NJSDA's owned, managed and leased real property sites located throughout the State of New Jersey. The NJSDA's current inventory of state-wide managed properties includes 10 real property sites consisting of vacant lots. At any time during the three years of the engagement, or any such extended period, the NJSDA may issue a project assignment to perform property management and maintenance services anywhere in the State, and the Consultant shall be responsible for providing all specifically required services with respect to a project assignment until they are completed, even if such completion will occur after the end of the initial or extended engagement period.

### PROCUREMENT PROCESS

This procurement was advertised beginning on April 18, 2023 on the NJSDA website, on the New Jersey State website, and in selected newspapers for interested firms to participate in the bidding process. Outreach was also performed via e-mail.

A Selection Committee consisting of four NJSDA staff members was established.

Firms interested in submitting a proposal were required to send an e-mail giving Notice of Intent to Participate (“NOI”) by May 1, 2023. NOIs were received from four firms. A proposal was received from one firm (the incumbent firm) on May 18, 2023. The Technical Proposal was evaluated by the Selection Committee. Evaluations were based upon the information provided by the firm in response to the Request for Proposals (“RFP”) for this procurement. The Selection Committee members independently evaluated the Technical Proposal based on the following criteria:

- Firm’s Relevant Experience Providing Property Management & Property Maintenance Services (Case Studies);
- Qualifications & Relevant Experience of Key Team Members;
- Approach to Providing the Scope of Services; and
- Approach to Budget and Scheduling.

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

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

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

**TABLE 1**

<b>Criteria</b>	<b>Weighting Factor (Applied to Raw Score)</b>	<b>Maximum Weighted Points</b>
Firm’s Relevant Experience Providing Property Management & Property Maintenance Services (Case Studies)	4.0	40
Qualifications & Relevant Experience of Key Team Members	2.0	20
Approach to Providing the Scope of Services	2.0	20
Approach to Budget and Scheduling	2.0	20
<b>Total Possible Points</b>		<b>100</b>

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

**TABLE 2**

<b>Firm</b>	<b>Technical Proposal Score</b>	<b>Technical Proposal Rank</b>
Bluegrass Hydro-Seeding, LLC, d/b/a Bluegrass Services	91.500	1

Members of the Selection Committee were satisfied that the information contained within the Technical Proposal was sufficient for their evaluations and determined that an interview would not be necessary. Accordingly, the Technical Proposal Rank became the Final Rank.

The Fee Proposal, which had been kept separate and sealed, was then opened on May 31, 2023. The fee schedule required the firm to provide separate lump sum fees for Property Management Services and Routine Property Maintenance Services. In addition, the NJSDA established an Allowance for Other Property Maintenance Services (\$1,300,000) which was included on the NJSDA Fee Proposal Form. The results of the NJSDA’s review of the Fee Proposal are listed in Table 3 below:

**TABLE 3**

<b>Firm</b>	<b>Property Management Services Lump Sum Fee</b>	<b>Routine Property Maintenance Services Lump Sum Fee</b>	<b>Other Property Maintenance Services Allowance</b>	<b>Total Fee</b>
Bluegrass Services	\$450,000	\$430,542	\$1,300,000	\$2,180,542

NJSDA staff negotiated reductions to the lump sum fees proposed by Bluegrass Services. The negotiated lump sum fees are listed in Table 4 below:

**TABLE 4**

<b>Firm</b>	<b>Property Management Services Lump Sum Fee</b>	<b>Routine Property Maintenance Services Lump Sum Fee</b>	<b>Other Property Maintenance Services Allowance</b>	<b>Total Fee</b>
Bluegrass Services	\$414,000	\$72,000	\$1,300,000	\$1,786,000

**RECOMMENDATION**

The Members of the Authority are requested to approve the award of a contract to Bluegrass Hydro-Seeding, LLC, d/b/a Bluegrass Services for the negotiated total compensation of \$1,786,000 for State-Wide Property Management and Maintenance Services for a three-year term through September 1, 2026. The term of the agreement may be extended for one additional year on such terms as the NJSDA and Bluegrass Services may then agree.

Approval of Award  
Package No. GP-0290-R01  
State-Wide Property Management and Maintenance Services  
July 5, 2023  
Page 4 of 4

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

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

/s/ Vishal Maher  
Vishal Maher, Cost Engineer, Financial Operations

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

***Resolution—7a.***

Approval of Award  
Package No. GP-0290-R01  
State-Wide Property Management and Maintenance Services

**Resolution**

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

**WHEREAS**, the SDA previously procured Property Management and Maintenance Services (Services) in 2008, 2011, 2015 and 2019; and

**WHEREAS**, the SDA's current contract for the Services shall expire on September 1, 2023; and

**WHEREAS**, the Services are required for properties acquired and owned by the SDA, an inventory that presently includes ten (10) real property sites consisting of vacant lots; and

**WHEREAS**, as set forth in detail in the memorandum presented to the Board on this date, the SDA employed a competitive selection process to procure the Services in accordance with applicable regulations; and

**WHEREAS**, upon completion of the procurement process, management recommends award of the agreement for State-Wide Property Management and Maintenance Services to Bluegrass Hydro-Seeding, LLC, d/b/a Bluegrass Services (Bluegrass); and

**WHEREAS**, the negotiated total compensation for the Services is \$1,786,000; and

**WHEREAS**, the agreement shall have a term of three years expiring September 1, 2026, with an option by SDA to extend the agreement for one additional year on such terms as SDA and Bluegrass may then agree; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Members of the Authority hereby authorize and approve the award of a contract (Package No. GP-0290-R01) to the highest-ranked firm, Bluegrass Hydro-Seeding, LLC, d/b/a Bluegrass Services, for the negotiated total compensation amount of \$1,786,000, for State-Wide Property Management and Maintenance Services for a three-year term expiring September 1, 2026.

**BE IT FURTHER RESOLVED**, that the term of the agreement may be extended for one additional year on such terms as the SDA and Bluegrass Hydro-Seeding, LLC, d/b/a Bluegrass Services may then agree.

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

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

Attached: Memorandum, Approval of Award, Package No. GP-290-R01, State-Wide Property Management and Maintenance Services, dated July 5, 2023

Dated: July 5, 2023

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



## **ACTIVE PROJECTS STATUS REPORT**



---

**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director

DATE: July 5, 2023

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

---

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

The 2<sup>nd</sup> part of the report displays project completion milestones for all other active major capital projects and emergent projects for which a contract for construction has been awarded.



2011 & 2012 Portfolio Projects Activities Summary

as of 6/20/23

2011 Portfolio Projects - sorted by District

1

District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Design Status	Advancement Status	Projected Construction Advertisement Date*
Bridgeton	Buckshutem ES	K-8	581	645	\$23.3	Kit of Parts/ Design-Build	School occupied Sep. 2016. (Bock)	5/31/13
Bridgeton	Quarter Mile Lane ES	PK-8	731	795	\$39.0	Kit of Parts/ Design-Build	School occupied Sep. 2017. (Bock)	5/31/13
Elizabeth	Frank J. Cicarell Academy (Academic HS)	9-12	1,091	1,284	\$64.1	Existing Design	School occupied Sep. 2016. (Patock)	12/8/11 7/11/12
Jersey City	Patricia M. Noonan ES (ES 3)	PK-5	778	848	\$54.0	Kit of Parts/ Design-Build	School occupied Sep. 2017. (Dobco, Inc.)	6/25/12 2/25/13
Jersey City	Dr. Maya Angelou PS #20	K-5	628	698	\$49.3	Existing Design	School occupied Sep. 2016. (Dobco, Inc.)	4/17/12 3/6/13
Long Branch	Catrambone ES	PK-5	794	867	\$40.0	Existing Design	School occupied Sep. 2014. (Terminal Construction)	12/20/11
New Brunswick	Redshaw ES	PK-5	906	990	\$51.2	Kit of Parts/ Design-Build	School occupied Jan. 2015. (Hall Construction)	5/29/12
Newark	Oliver St. ES	PK-8	848	932	\$73.6	Kit of Parts/ Design-Build	School occupied May 2016. (Epic Management)	6/27/12 11/29/12
Paterson	Dr. Hani Awadallah ES (Marshall St. ES)	K-8	650	722	\$55.2	Existing Design	School occupied Sep. 2016. (Dobco, Inc.)	6/13/12 2/12/13
Paterson	PS 16	PK-8	641	705	\$62.4	Kit of Parts/ Design-Build	School occupied Sep. 2016. (Hall Construction)	3/27/12 8/28/13
West New York	Harry L. Bain PS 6	PK-6	736	814	\$16.8	Design-Bid-Build	School occupied Sep. 2017. (Paul Otto)	2/27/12 12/29/15

\*PLEASE NOTE - Dates in the Past are ACTUAL. Includes Advertisement dates for Early Site Preparation Construction & School Construction where applicable.  
NOTE # 1 - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable. For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions. Recommendations of DOE/SDA/District Working Groups may impact this information in the future.



2011 & 2012 Portfolio Projects Activities Summary

as of 6/20/23

2012 Portfolio Projects - sorted by District

1

District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Design Status	Advancement Status	Projected Construction Advertisement Date*
Gloucester City	Elementary/Middle School	4-8	687	763	\$65.3	Kit of Parts/ Design-Build	School occupied Sep. 2017. (Terminal)	3/4/14
Keansburg	Caruso ES	K-4	758	842	\$50.9	Kit of Parts/ Design-Build	School occupied Sep. 2016. (Hall Construction)	10/20/11 6/27/13
Keansburg	Port Monmouth Road School	PK	318	318	\$28.4	Design-Bid-Build	Award for D-B approved Nov. 2019 Board. (Niram)	6/24/19
New Brunswick	Robeson ES	PK-5	823	893	\$48.5	Kit of Parts/ Design-Build	School occupied Sep. 2018. (Hall Construction)	4/22/15
Newark	Elliot Street ES	PK-8	848	932	\$46.7	Kit of Parts/ Design-Build	School occupied Jan. 2016. (Hall Construction)	12/27/12
Newark	South Street ES	PK-8	597	657	\$69.9	Kit of Parts/ Design-Build	School occupied Sep. 2018. (Bock)	6/28/13 6/29/15
Passaic	Dayton Ave. Campus	PK-8	2,760	3,020	\$240.9	Kit of Parts/ Design-Build	Award for D-B approved Nov. 2017 Board. (Terminal)	6/13/17
Phillipsburg	High School	9-12	1,846	2,172	\$127.5	Existing Design	School occupied Sep. 2016. (Epic Management)	9/27/12
West New York	Memorial HS	9-12	1,859	2,194	\$16.0	Alternative Delivery (acquisition) & Renovation	Acquisition of Existing St. Joseph's HS complete. Renovation work delegated to District via Grant.	n/a

\*PLEASE NOTE - Dates in the Past are ACTUAL. Includes Advertisement dates for Early Site Preparation Construction & School Construction where applicable.  
NOTE # 1 - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable. For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions. Recommendations of DOE/SDA/District Working Groups may impact this information in the future.

**2011 & 2012 Portfolio Projects Activities Summary**

as of 6/20/23

**2012 Portfolio Projects (Educational Priority that require further conversations with District & 2013 Amended Projects) - sorted by District**

1								
District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Design Status	Advancement Status	Projected Construction Advertisement Date*
East Orange	Sheila Y. Oliver Academy (GW Carver ES)	PK-5	470	512	\$41.2	Kit of Parts/ Design-Build	School delivered Sep. 2020 (Dobco)	4/26/16 1/20/17
Elizabeth	New ES @ Halloran PS #22 ES Site	2-8	860	956	\$55.3	Kit of Parts/ Design-Build	School occupied Sep. 2017. (Torcon)	6/9/14
Garfield	James Madison ES	K-5	275	305	\$29.7	Existing Design	School occupied Sep. 2018. (Brockwell & Carrington)	2/19/14 6/30/15
Harrison	New ES	PK - 1	392	432	\$36.1	Kit of Parts/ Design-Build	School delivered Nov. 2020 (Dobco)	11/10/15 7/13/16
Irvington	Madison Avenue ES	PK-5	463	504	\$38.6	Kit of Parts/ Design-Build	School occupied Sep. 2019. (Bock)	11/19/15 8/16/16
Millville	Senior HS Addition/Renovation	HS	2,026	2,384	\$145.0	Design-Build	Award for D-B approved Apr. 2017 Board. (Hall Construction)	9/30/16
Passaic	Sonia Sotomayor ES (New ES @ Leonard Place)	K-5	628	698	\$55.9	Kit of Parts/ Design-Build	School occupied Sep. 2019. (Dobco, Inc.)	8/13/15
Paterson	New MS @ Union Ave.	6-8	996	1107	\$113.9	Design-Build	Award for D-B approved Sep. 2018 Board. (Epic Management)	3/2/17 4/26/18
Pemberton	Denbo-Crichton ES	PK-5	846	930	\$58.7	Design-Build	School delivered Sep. 2020. (Bock)	3/1/17 9/13/17
Perth Amboy	High School	HS	2,800	3,295	\$283.8	Design-Build	Award for D-B approved Nov. 2019 Board. (Terminal)	3/26/19
Perth Amboy	Rose M. Lopez ES (Seaman Avenue ES)	K-5	724	804	\$56.4	Kit of Parts/ Design-Build	School occupied Sep. 2019. (Epic Management).	2/3/16
Plainfield	New Woodland ES	K-5	756	840	\$59.4	Kit of Parts/ Design-Build	Award for D-B approved Feb. 2020 Board. (Epic Management)	5/23/18 8/29/19
Union City	New Grade 7 to 9 School	7-9	827	936	\$93.7	Kit of Parts/ Design-Build	Award for D-B approved Jun. 2022 Board. (Dobco, Inc.)	5/19/21 11/15/21
Vineland	Lincoln Ave. MS (New MS)	6-8	562	624	\$49.8	Kit of Parts/ Design-Build	School occupied Sep. 2018. (Bock).	9/24/15

**\*PLEASE NOTE** - Dates in the Past are ACTUAL. Includes Advertisement dates for Early Site Preparation Construction & School Construction where applicable.  
**NOTE # 1** - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable. For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions.  
 Recommendations of DOE/SDA/District Working Groups may impact this information in the future.

**2011 & 2012 Portfolio Projects Activities Summary**

as of 6/20/23

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

1								
District	Project	Grade Alignment	FES Capacity	Max. Capacity	Total Estimated Cost (millions)	Design Status	Advancement Status	Projected Construction Advertisement Date*
Camden	High School	9-12	1,244	1,468	\$132.6	Design-Build	School occupied Sep. 2021 (Bock)	6/9/17 3/23/18
Hoboken	Demarest ES	ES	TBD	TBD	TBD	Design-Bid-Build	Pre-Design Services ongoing.	TBD
Orange	Cleveland St. ES	PK-6	316	348	\$51.7	Design-Bid-Build	Award for GC approved Apr. 2023. (Terminal) <i>Note: Previous GC Terminated for convenience 3/1/22.</i>	9/10/18 11/14/18 1/30/23
Orange	High School	9-12	1,440	1,694	\$59.8	Design-Bid-Build	Award for GC approved Mar. 2019 Board. (Terminal)	10/12/18
Trenton	Central HS	10-12	1,850	2,176	\$155.4	Design-Build	School occupied Sep. 2019. (Terminal)	12/19/14 9/29/15

**\*PLEASE NOTE** - Dates in the Past are ACTUAL. Includes Advertisement dates for Early Site Preparation Construction & School Construction where applicable.

**NOTE # 1** - Estimated Costs, Grade Alignment and Capacity are based upon approved Project Charters where applicable. For projects without an approved charter, Estimated Costs, Grade Alignment and Capacity are based upon Planning Assumptions. Recommendations of DOE/SDA/District Working Groups may impact this information in the future.

## Active Project Status Report Status as of 6/1/2023

### Major Capital Projects - With Contract for Building Construction Awarded

#	District	Project Name	Project Scope	Project Status	Substantial Completion	Status Substantial Completion	School Opening	Status of School Opening	Total Estimated Project Cost
1	City of Orange	Cleveland Street ES	Addition/Renovation	Construction	2Q 2024	On-target	Sep-24	On-target	\$ 51,682,267
2	City of Orange	Orange High School	Addition/Renovation	Construction	2Q 2023	On-target	Phased	On-target	\$ 59,769,930
3	Keansburg	Port Monmouth Road School	Addition/Renovation	Construction	2Q 2023	On-target	Phased	Achieved	\$ 28,440,130
4	Millville	Millville Senior High School	Addition/Renovation	Construction	2Q 2023	On-target	Phased	On-target	\$ 145,005,733
5	Perth Amboy	New High School	New Construction	Construction	2Q 2024	On-target	Sep-24	On-target	\$ 283,830,000
6	Plainfield	New Woodland ES	New Construction	Construction	3Q 2023	On-target	Sep-23	On-target	\$ 59,440,000
7	Union City	New Grade 7 to 9 School	New Construction	Design-Build Design	3Q 2025	On-target	Sep-25	On-target	\$ 93,696,300

## Active Project Status Report Status as of 6/1/2023

### Emergent Projects - With Contract for Construction Awarded

#	District	Project Name	Project Scope	Project Phase	Substantial Completion	Status Substantial Completion	Final Completion	Status of Final Completion	Total Estimated Project Cost
1	Irvington	Grove Street School	Boiler Replacement	GCTO w/ Design Design Phase	1Q 2024	On Target	2Q 2024	On-Target	\$ 3,762,782
2	Newark	Cleveland School	Boiler Room Vault Repairs	GCTO w/ Design Design Phase	4Q 2023	On Target	1Q 2024	On-Target	\$ 1,664,389
3	Newark	Salome Urena School	Exterior Masonry Repairs	GCTO w/ Design Design Phase	1Q 2024	On Target	2Q 2024	On-Target	\$ 342,938
4	Newark	Techonology High School	Structural Vault Repairs and Façade Repairs	GCTO w/ Design Design Phase	4Q 2023	On Target	1Q 2024	On-Target	\$ 2,867,680
5	Newark	University High School	Building Envelope Repairs	GCTO w/ Design Design Phase	1Q 2024	On Target	2Q 2024	On-Target	\$ 1,819,548
6	Paterson	PS #5	Roof Replacement & Masonry Repairs	Construction	1Q 2023	Achieved	3Q 2023	On-Target	\$ 10,968,112
7	Trenton	Franklin ES	Exterior Structural Repairs	GCTO w/ Design Design Phase	1Q 2024	On Target	2Q 2024	On-Target	\$ 476,424
8	Union City	Emerson Middle School	Roof, Masonry & Stucco Repairs	GCTO w/ Design Design Phase	1Q 2024	On Target	2Q 2024	On-Target	\$ 2,842,848
9	Union City	Union Hill Middle School	Roof, Masonry, Stucco & Chimney Repairs	GCTO w/ Design Design Phase	1Q 2024	On Target	2Q 2024	On-Target	\$ 3,507,102



## **PROJECT STATUS REPORT**



**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director – Planning and Program Operations

DATE: July 5, 2023

SUBJECT: Executive Summary – Monthly Project Status Reports

---

**MONTHLY PROJECT STATUS REPORT**

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

No activity during the reporting period

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

No activity during the reporting period

**Revisions to Project Charters:**

No activity during the reporting period.

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

Reporting Period: January 2008 to May 2023

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

### In Construction

Millville	Millville Senior HS - Addition & Renovation	\$5,000,000	\$5,000,000	\$0	100.0%	95%	Board approved additional building condition repair work and flood hazard area mitigation work added to the project.	Project is in construction and scheduled for completion per the original schedule. Revised Final Project Charter approved by the CEO in June 2021 to allocate additional contingency to the project from the Unforeseen Events Reserve.
Orange	Orange HS - Addition & Renovation	\$4,525,000	\$4,525,000	\$0	100.0%	95%	Unforeseen conditions related to the site and renovation portions of the project and connection of the HS to the Orange Preparatory Academy.	Project is in construction and scheduled for completion this year. Revised Final Project Charter approved by the CEO to allocate additional contingency to the project from the Unforeseen Events Reserve.

### Substantially Complete & Building Occupied

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

Newark	Speedway Avenue E.S.	\$1,826,000	\$1,754,119	\$71,881	96.1%	99%	1. Removal of unforeseen impacted materials	Project complete and building occupied. Project close-out pending resolution of open contracts.
West New York	West New York P.S. #2	\$2,708,883	\$2,708,883	\$0	100.0%	99%	1. Unforeseen site foundation issues	Project complete and building occupied. Project close-out pending resolution of open contracts.

<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: May 2023

#	Event Date	District	Project	Board Approved Project Charter SubComp Date	Current Contract SubComp Date	Forecasted Contract SubComp Date	# of Days Behind Schedule	Cause(s)	Current Status
---	------------	----------	---------	---	-------------------------------	----------------------------------	---------------------------	----------	----------------

No Activity During the Reporting Period



## Revisions to Project Charters

Reporting Period: May 2023

#	District	Project	Financial & Schedule Impacts	Additional Funds Approved	Additional Funds as % of Total Project Budget	Operating Authority Approval Requirement	Description of Revision
---	----------	---------	------------------------------	---------------------------	---	--	-------------------------

No Activity During the Reporting Period

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

---

**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Program Operations

DATE: July 5, 2023

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

---

**Contracts Executed Report**

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

**Noteworthy Items during the reporting period:**

- 1 Bridging Design Services Task Order Engagement was executed during the reporting period for the Garfield New Replacement ES project to RSC Architects - \$1.5M
- 1 General Construction Contract for the City of Orange Cleveland Street Addition and Renovation project to Terminal Construction - \$19.4M
- 2 General Construction Task Order Engagement with Design Services were executed during the reporting period:
  - Newark University High School – Building Envelope Repairs – Hall Building – \$1.2M
  - Trenton Franklin ES – Exterior Structural Repairs – Catcord Construction – \$0.5M

**Amendments & Change Orders Report**

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

**Noteworthy Items during the reporting period:**

- 2 Professional Services Amendment was executed during the reporting period totaling \$340k, of the executed amendments 1 required Board approval totaling \$256k.
- 29 Construction Services Change Orders were executed during the reporting period totaling a credit of \$395k, 2 of the 11 executed change orders required Board approval totaling a credit of \$7k.

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

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

- No Activity to Report

## Contracts Executed Report

Reporting Period: 5/1/2023 through: 5/31/2023

District	School Name(s)	Project Type	Contract Type	Contract Number	Vendor	MWSBE Cert(s)	Contract Award Amount	Contract Execution Date	Per School CCE	Total CCE	
<b>Part 1. Professional Services</b>											
<b>Design Consultant</b>											
Garfield	New Replacement ES (N22)	New	Design	NT-0053-A01	RSC Architects		\$1,453,895	5/5/2023	-		
<b>Design Consultant</b>											
<b>Part 1. Professional Services</b>								<b>\$1,453,895</b>			



## Contracts Executed Report

Reporting Period: 5/1/2023 through: 5/31/2023

District	School Name(s)	Project Type	Contract Type	Contract Number	Vendor	MWSBE Cert(s)	Contract Award Amount	Contract Execution Date	Per School CCE	Total CCE
<b>Part 2. Construction Services</b>										
<b>Contractor</b>										
City Of Orange Township	Cleveland Street E.S.	RenoAdd	Construction	ES-0043-C02	Terminal Construction Corp.		\$19,434,958	5/2/2023	22,946,199.00	\$22,946,199
Newark	University H.S.	Reno	Construction	EP-0126-C01	Hall Building Corporation		\$1,172,180	5/10/2023	-	
Trenton	Franklin E.S.	Reno	Construction	EP-0120-C01	Catcord Construction Co., Inc.	S	\$476,424	5/25/2023	-	
<b>Contractor</b>										
<b>Part 2. Construction Services</b>							<b>\$21,083,562</b>			<b>\$22,946,199</b>

## Contracts Executed Report

Reporting Period: 5/1/2023 through: 5/31/2023

District	School Name(s)	Project Type	Contract Type	Contract Number	Vendor	MWSBE Cert(s)	Contract Award Amount	Contract Execution Date	Per School CCE	Total CCE	
<b>Part 4. Other Contracts &amp; Services</b>											
<b>Others</b>											
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-K02	Turn-Key Technologies, Inc.		\$600,396	5/31/2023	-		
<b>Others</b>											
<b>Part 4. Other Contracts &amp; Services</b>							<b>\$600,396</b>				<b>Total Contracts Awarded</b>
<b>Grand Totals - Professional and Construction Services Combined</b>							<b>\$23,137,853</b>				<b>5</b>

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

**Project Types Legend**

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

**Contract Types Legend**

Aquisition Property Acquisition Related Costs  
 Appraisal Appraisal, Appraisal Review, NRE  
 Construction Construction  
 Design Design or Site Investigation  
 DB Design-Build  
 E-Rate E-Rate  
 FFE Furniture, Fixtures, and Equipment  
 General General Program Cost  
 Legal Legal  
 Material Material Supply  
 ProjectMgmt Project Management Firm  
 PreDevelopment Predevelopment or Demolition  
 Relocation Relocation Services  
 SiteInvstgtn Site Investigation  
 Testing Testing  
 Title Title Services  
 Utilities Utilities Services

**MWSBE CERTIFICATIONS**

M = Minority Business Enterprise  
 W = Women Business Enterprise  
 S = Small Business Enterprise

## Amendments & Change Orders Report

Reporting Period: 5/1/2023 through: 5/31/2023

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %	
<b>Professional Services</b>														
<b>Construction Management Services</b>														
City Of Orange Township	Cleveland Street E.S.	ES-0043-M01	1/9/2019	11	Epic Management, Inc.	5/8/2023	\$1,185,078	\$1,513,090	\$256,000	Y	4/5/2023	\$2,954,168	149.28%	
Millville	High School	ST-0046-M01	9/27/2017	2	GREYHAWK North America LLC	5/22/2023	\$3,255,000	\$84,100	\$84,100			\$3,423,200	5.16%	
<b>Construction Management Services</b>														
<b>Professional Services</b>														
									<b>\$340,100</b>					
<b>Construction Services</b>														
<b>Contractor</b>														
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	60	Terminal Construction Corp.	5/5/2023	\$37,000,000	\$7,973,507	(\$46,029)			\$44,927,479	21.42%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	64	Terminal Construction Corp.	5/5/2023	\$37,000,000	\$7,927,479	(\$39,636)			\$44,887,843	21.31%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	244	Terminal Construction Corp.	5/8/2023	\$37,000,000	\$7,887,843	\$5,646			\$44,893,489	21.33%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	245	Terminal Construction Corp.	5/8/2023	\$37,000,000	\$7,893,489	\$5,109			\$44,898,598	21.34%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	246	Terminal Construction Corp.	5/8/2023	\$37,000,000	\$7,898,598	\$1,060			\$44,899,658	21.35%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	247	Terminal Construction Corp.	5/8/2023	\$37,000,000	\$7,899,658	(\$2,100)			\$44,897,558	21.34%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	248	Terminal Construction Corp.	5/8/2023	\$37,000,000	\$7,897,558	\$410			\$44,897,968	21.34%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	249	Terminal Construction Corp.	5/11/2023	\$37,000,000	\$7,897,968	\$1,030			\$44,898,999	21.34%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	250	Terminal Construction Corp.	5/11/2023	\$37,000,000	\$7,898,999	\$1,851			\$44,900,850	21.35%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	251	Terminal Construction Corp.	5/11/2023	\$37,000,000	\$7,900,850	\$8,181			\$44,909,031	21.37%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	252	Terminal Construction Corp.	5/11/2023	\$37,000,000	\$7,909,031	\$5,701			\$44,914,732	21.39%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	167	Terminal Construction Corp.	5/19/2023	\$37,000,000	\$7,914,732	\$1,042			\$44,915,774	21.39%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	253	Terminal Construction Corp.	5/19/2023	\$37,000,000	\$7,932,866	\$2,607			\$44,935,474	21.44%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	194	Terminal Construction Corp.	5/22/2023	\$37,000,000	\$7,915,774	\$15,890			\$44,931,664	21.43%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	255	Terminal Construction Corp.	5/22/2023	\$37,000,000	\$7,955,666	\$1,077			\$44,956,743	21.50%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	256	Terminal Construction Corp.	5/22/2023	\$37,000,000	\$7,956,743	\$6,325			\$44,963,068	21.52%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	257	Terminal Construction Corp.	5/22/2023	\$37,000,000	\$7,963,068	\$28,731			\$44,991,799	21.59%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	258	Terminal Construction Corp.	5/22/2023	\$37,000,000	\$7,991,799	\$88,435			\$45,080,234	21.83%	
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	210	Terminal Construction Corp.	5/24/2023	\$37,000,000	\$7,931,664	\$1,202			\$44,932,866	21.44%	

## Amendments & Change Orders Report

Reporting Period: 5/1/2023 through: 5/31/2023

District	School Name(s)	Contract Number	Contract Execution Date	CO #	Vendor Name	CO Execution Date	Contract Award Amount	Prior CO's (cumulative)	Current CO Amount	Board Approval Required	Board Approval Date	Revised Contract Amount	Cumulative CO %
City Of Orange Township	Orange H.S.	ES-0042-C01	4/29/2019	254	Terminal Construction Corp.	5/24/2023	\$37,000,000	\$7,935,474	\$20,192			\$44,955,666	21.50%
Harrison	Harrison Kennedy E.S.	HU-0027-C01	1/4/2022	2	Catcord Construction Co., Inc.	5/10/2023	\$384,850	\$16,446	\$109,438	Y	4/5/2023	\$510,734	32.70%
Neptune Township	Green Grove E.S.	ET-0026-C02	6/28/2022	2	Epic Management, Inc.	5/26/2023	\$433,090	\$210,000	(\$116,850)	Y	5/3/2023	\$526,240	21.50%
Paterson	Number 5 E.S.	EP-0113-C01	6/15/2021	20	Paul Otto Building Co., Inc.	5/9/2023	\$7,494,000	\$239,962	\$82,167			\$7,816,128	4.29%
Plainfield	New K-5 Elementary School	ET-0100-B01	3/11/2020	10	Epic Management, Inc.	5/26/2023	\$45,335,000	\$736,752	(\$73,496)			\$45,998,256	1.46%
Plainfield	New K-5 Elementary School	ET-0100-B01	3/11/2020	11	Epic Management, Inc.	5/26/2023	\$45,335,000	\$663,256	(\$339)			\$45,997,917	1.46%
Plainfield	New K-5 Elementary School	ET-0100-B01	3/11/2020	12	Epic Management, Inc.	5/26/2023	\$45,335,000	\$662,917	(\$300,000)			\$45,697,917	0.80%
Plainfield	New K-5 Elementary School	ET-0100-B01	3/11/2020	13	Epic Management, Inc.	5/26/2023	\$45,335,000	\$362,917	(\$52,375)			\$45,645,542	0.68%
Plainfield	New K-5 Elementary School	ET-0100-B01	3/11/2020	14	Epic Management, Inc.	5/26/2023	\$45,335,000	\$310,542	(\$50,000)			\$45,595,542	0.57%
Plainfield	New K-5 Elementary School	ET-0100-B01	3/11/2020	15	Epic Management, Inc.	5/26/2023	\$45,335,000	\$260,542	(\$100,000)			\$45,495,542	0.35%

<b>Contractor</b>	
<b>Construction Services</b>	<b>(\$394,731)</b>

<b>Total Change Order Summary</b>
<b>(\$54,631)</b>

<b>Total Change Orders</b>
<b>31</b>

**Grand Totals**

**Column Description Legend**

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

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

## **SETTLEMENT CLAIMS**



## **DIVERSITY AND WORKFORCE PARTICIPATION REPORT**





**MEMORANDUM**

**TO:** Members of the Authority

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

**DATE:** July 5, 2023

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

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

- SBE subcontracting goal of 25% of all contracts
- County workforce goals for minorities and females
- Local county workforce goals for minorities and females
- Detailed process procedures to monitor and track the progress made toward these goals throughout the life cycle of each project

During these meetings, our Team strongly encourages vendors to identify and hire minority-owned, female-owned and disabled veteran-owned firms, as well as locally based enterprises, for diverse business participation on all school building projects. 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 goal. The total SDA contract dollars awarded in April 2023 was \$4,941,431. The total contract dollars awarded in 2023 through April 30, 2023 was \$4,941,431. Of those total contract dollars, \$4,941,431 were awarded to all SBE contractors (including minorities, females and veterans). This represents an initial participation of 100% of all SDA contracts awarded in calendar year 2023. Participation will remain favorable as prime contractors hire additional subcontractors/subconsultants throughout the lifecycle of the construction project.

**Diversity Breakdown**

<b>Type of Business Enterprise</b>	<b>Contract Amount</b>	<b>% of Total SDA Contracts</b>
Small Business Enterprises	\$ 1,900,468	38.46%
Small/ Minority Business Enterprises	\$ 3,040,963	61.54%
Small/Female Business Enterprises	\$ -0-	0.00%
Small/Minority/Female Owned Business Enterprises	\$ -0-	0.00%
Small/Veteran Owned Business Enterprises	\$ -0-	0.00%
Small/Disabled Veteran Owned Business Enterprises	\$ -0-	0.00%
<b>TOTAL DIVERSITY CONTRACTS</b>	<b>\$ 4,941,431</b>	<b>100.00%</b>

**WORKFORCE PARTICIPATION**

For the month of April 2023, there was a contractor workforce of 461 on SDA projects. This represents a total of 42,113 contractor workforce hours. This is explained in more detail below:

<b>Contractor Workforce Breakdown (All Trades/Districts/Counties)</b>			
<b>Ethnicity</b>	<b>Total Workforce</b>	<b>Total Workforce Hours</b>	<b>Workforce Hours Percentage</b>
Black	30	2,785	6.61%
Hispanic	113	9,081	21.56%
American Indian	1	216	0.51%
Asian	3	408	0.97%
<b>Total Minority Participation</b>	<b>147</b>	<b>12,490</b>	<b>29.66%</b>
Total Non-Minority Participation	314	29,623	70.34%
Total Contractor Workforce	461	42,113	100.00%

There was a contractor workforce of 160,232 total workforce hours on SDA projects for the period of January 1, 2023 through April 30, 2023, which includes 4,166 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 Workforce Hours	160,232	100.00%
<b>*Total Local County Workforce Hours</b>	<b>13,115</b>	<b>8.19%</b>
<b>Total Local County Non-Minority Workforce Hours</b>	<b>9,083</b>	<b>5.67%</b>
<b>Total Local County Female Workforce Hours</b>	<b>368</b>	<b>0.23%</b>
<b>Total Local County Minority Workforce Hours</b>	<b>4,032</b>	<b>2.52%</b>
<b>**Local County Workforce Hours by Ethnicity:</b>		
Black	580	0.36%
Hispanic	3,452	2.15%
American Indian	0	0.00%
Asian	0	0.00%

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

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

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

The following table represents contractor minority and female workforce for all SDA active Capital Projects and all active and completed Emergent Projects for the period of January 1, 2023 through April 30, 2023.

<b>SDA Managed Project</b>	<b>Total Workforce Hours</b>	<b>Minority Workforce Hours &amp; Percentage</b>		<b>Local County Workforce Hours &amp; Percentage</b>	
Millville HS	7,548	1,236	16.38%	187	2.48%
Orange HS	766	234	30.54%	82	10.70%
Perth Amboy HS	130,554	39,278	30.09%	9,115	6.98%
Plainfield ES	20,027	4,404	21.99%	55	0.27%
Emergent Projects	1,129	732	64.84%	0	0.00%

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

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

---

**MEMORANDUM**

TO: Members of the Authority

FROM: Gregory Voronov  
Managing Director, Planning and Program Operations

DATE: July 5, 2023

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

---

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

**Monthly Update:**

- No grants were offered during the reporting period.
- No grants were executed during the reporting period.
- No grants were closed out during the reporting period.
- Since inception, over \$2.9B has been disbursed to 523 regular operating districts through the grant program.
- Since inception over \$3.3B in funding has been approved by the Department of Education and offered to regular operating districts through the grant program.

**Monthly Regular Operating District Grant Report - Summary**  
April 2023

<b>ROD Grant Summary Since Program Inception</b>				
	<b>Offered<sup>1</sup></b>	<b>Executed</b>	<b>Closed-Out</b>	<b>Active</b>
<b>Districts Impacted</b>	-	523	520	46
<b>Number of Grant Projects</b>	-	5,398	5,215	183
<b>Total Project Cost Estimate</b>	\$ -	\$ 8,940,231,156	\$ 8,798,900,203	\$ 141,330,953
<b>Grant Amount</b>	\$ -	\$ 3,000,277,791	\$ 2,932,570,391	\$ 67,707,400
<b>Amount Disbursed</b>	N/A	\$ 2,953,307,321	\$ 2,932,570,391	\$ 20,736,930

Total Funding Offered to School Districts via Grant Program	\$ 3,342,209,450
---	------------------

Total ROD Grant Funding remaining for new Grant Projects	\$ 475,630,042
--	----------------

1. Includes grants that have been offered to District's but have not yet been executed.

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

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

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

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

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



## **MONTHLY FINANCIAL REPORT**



## MEMORANDUM

**TO:** Members of the Authority

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

**DATE:** July 5, 2023

**RE:** Monthly Financial Report – May 2023

---

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

For May 2023 year to date, Authority operating expenses, **\$6.7M**, are **\$1.4M** lower than budget for the corresponding period. This variance is attributable to lower spending activity for personnel costs, **\$1.0M**, professional and other contracted services, **\$379K**, information systems, **\$214K**, automobile purchases, **\$66K**, temporary staffing services, **\$63K**, and facilities and general office expenses, **\$22K**. A lower payroll and benefits expense allocation to project costs, **\$460K**, partially offsets the overall lower spending.

The full time employee (FTE) headcount is 129 as of May 31, 2023. This total represents an 11 FTE decrease in comparison to the year to date budgeted headcount.

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

For May 2023 year to date, Authority operating expenses, **\$6.7M**, are **\$545K** lower when compared to the corresponding prior year. This variance is attributable to year-over-year decreases in personnel costs, **\$286K**, professional and other contracted services, **\$184K**, partially offset by a higher payroll and benefits expense allocation to project costs, **\$173K**, and an increase in facilities and general office expenses, **\$101K**.

The current number of FTEs, 129, is down 8 FTEs as compared to the corresponding prior year headcount.

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

For May 2023 year to date, project costs **\$133.1M**, are **\$13.1M**, lower than the capital spending forecast for the corresponding period. This variance is attributable to decreased spending for construction work, **\$17.4M**, grant agreements **\$8.3M**, project insurance, **\$1.1M**, design services, **\$779K**, CM services, **\$640K**, and a lower payroll and benefits expense allocation to project costs, **\$460K**. Partially offsetting the overall lower than forecasted spending for the period are the increase in school furniture and

equipment purchases, **\$1.2M**, and the increase in acquisition costs associated with the purchase of a school facility in 2023, **\$15.5M**, which school facility was immediately turned over to the receiving SDA District.

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

For May 2023 year to date, project expenditures **\$133.1M**, are lower by **\$17.6M**, when compared to the corresponding prior year. This variance is attributable to decreases in spending for construction work, **\$13.7M**, grant agreements **\$12.8M**, and school furniture and equipment, **\$7.1M**, partially offset by an increase in acquisition costs associated with the aforementioned purchase of a school facility, **\$15.5M**.

**Other**

Since program inception, 79.9% of the funds authorized for the SDA Districts have been disbursed. Additionally, since program inception, 96% of all SDA disbursements relate to school facility projects and 4% relate to operating expense.

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

Attachment

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

# New Jersey Schools Development Authority

## Overview of Financial Position

### May 31, 2023

**To:** The Audit Committee

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

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

► Overall **Cash and Cash Equivalents** have decreased by \$133.9 million to \$268.9 million, as follows:

■ Receipt of bond and note proceeds (Issued by EDA)	\$ -
■ Appropriation from State	-
■ Investment earnings	5,842,584
■ Miscellaneous revenue	16,640
■ Project costs	(133,095,463)
■ SDA operating expenses	(6,966,728)
■ SDA capital expenditures	-
■ Deposits (primarily district local shares)	288,917
Net Change in Cash	\$ (133,914,050)

► **Prepaid Expenses** total \$446,900 as follows:

- Prepaid insurance of \$351,761.
- Prepaid security deposit of \$55,798 for the Authority's flexible spending accounts.
- Prepaid MIS maintenance service contracts of \$37,250.
- Other prepaids of \$2,091.

► **Capital Assets** total \$3,056,321 (net of accumulated depreciation of \$7,213,286), consisting of leasehold improvements (SDA office), and capitalized software, equipment, furniture and fixtures in support of SDA operations. Depreciation on capital assets is generally calculated using the straight-line method over the life of each asset. For the year to date, **Capital Expenditures** are \$0 and **Depreciation Expense** is \$223,694.

► **Accrued Liabilities** total \$81.8 million, as follows:

- Accrued project costs of \$22.2 million consisting of unpaid invoices (\$5.1 million) and retainage (\$17.1 million). Project-related lease liabilities are \$1.1 million.
- Net pension liability of \$25.0 million.
- Other post-employment benefits obligation of \$24.5 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 \$3.6 million.
- Payroll related liabilities of \$1.6 million.
- Other accrued liabilities of \$ 0.2 million, including non-project lease liabilities of \$1.2 million.

► **Deposits** total \$8.3 million, as follows:

- \$8.3 million is held for local share agreements (pass-through item).

► The Authority's **Net Position** at month end is \$153.2 million.

# New Jersey Schools Development Authority

## School Facilities Project Expenditures & Funding Allocation

### May 31, 2023

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

- During the current year to date, the SDA has received \$0.0 million in bond/note proceeds & \$0.0 million in appropriations. The total amount received since program inception is \$12.2 billion.
- Project expenditures for the month and year-to-date periods total \$14.9 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	\$ 9,017,713	\$ 52,893,748	\$ 5,716,740,860
Design Services	8,417	709,900	413,665,394
PMF/CM Services	249,459	1,439,946	480,931,901
SDA Project Management	713,093	4,034,150	135,117,946
Property Acquisition, Relocation & Enviro	204,659	15,679,906	601,998,299
School Furniture, Fixtures & Equipment	2,157,387	2,680,367	238,908,361
Project Insurance	953	79,744	114,679,712
NJ State Inter-Agency Transfers	139,907	429,477	53,505,876
SDA District Grant & Funding Agreements	276,048	39,335,221	977,054,287
Regular Operating District Grant Agreements	2,061,756	15,388,444	3,001,681,080
Real-Time Project Audits	13,145	86,809	1,151,486
Property Management, Maintenance & Utils	47,577	154,513	19,287,540
Outside Legal & Claims Resolution Services	16,860	62,499	12,306,779
Temporary Staffing	6,840	23,418	10,749,857
Other Project Costs	4,823	97,321	62,537,848
Project Credits	-	-	(54,902,944)
<b>Total Project Expenditures</b>	<b>14,918,637</b>	<b>133,095,463</b>	<b>11,785,414,282</b>
Less: Local Share Contributions	-	-	(185,112,439)
<b>Project Expenditures (State Share)</b>	<b>\$ 14,918,637</b>	<b>\$ 133,095,463</b>	<b>\$ 11,600,301,843</b>
2023 Capital Spending Forecast	\$ 22,568,434	\$ 146,190,545	

#### Allocations Since Program Inception

► **All Funding Sources & Expenditures**

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

	<u>All Sources</u> <sup>1</sup>	<u>Total Funding</u> <sup>2</sup>	<u>Paid to Date</u> <sup>3</sup>
SDA Districts	\$ 10,750,000,000	\$ 10,886,227,930	\$ 8,701,806,182
RODs Incl Vo-Tech Schools	4,000,000,000	4,055,378,202	3,426,860,588
<b>Total - State Share</b>	<b>\$ 14,750,000,000</b>	<b>\$ 14,941,606,132</b>	<b>\$ 12,128,666,770</b>

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

- SDA Districts 79.9%
- RODs Incl Vo-Tech Schools 84.5%
- Total - State Share 81.2%

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

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

3 These amounts include the allocation of SDA operating expenses and capital expenditures totaling \$528,364,927.

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

<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	\$ 5,142,576	\$ 5,863,360	\$ (720,784)
Employee Benefits	3,825,349	4,100,366	(275,017)
Direct Hire Temporary Employee Costs	5,288	20,185	(14,897)
Total Employee Salaries & Benefits Costs	8,973,213	9,983,911	(1,010,698)
<b>Less:</b> Employee Salaries & Benefits Costs			
Charged to Projects	4,034,150	4,493,819	(459,669)
Salaries & Benefits Charged to Operating Expense	4,939,063	5,490,092	(551,029)
Temporary Staffing Services	-	62,500	(62,500)
Travel & Expense Reimbursements	5,026	12,875	(7,849)
Training & Professional Development	11,410	39,500	(28,090)
Total Personnel Expenses	4,955,499	5,604,967	(649,468)
<b>Non-Personnel Operating Expenses:</b>			
Facilities & General Office Expenses	953,809	976,040	(22,231)
Information Systems	498,494	712,745	(214,251)
Professional & Other Contracted Services	28,859	408,000	(379,141)
Property & Casualty Insurance	212,842	230,575	(17,733)
SDA-Owned Automobiles	32,093	98,335	(66,242)
Communications & Outreach	-	1,665	(1,665)
Reserve for Unforeseen Events & New Initiatives	-	20,835	(20,835)
<b>Total Authority Operating Expenses</b>	<b>\$ 6,681,596</b>	<b>\$ 8,053,162</b>	<b>\$ (1,371,566)</b>

**2023 Annual Operating Budget**

**\$ 15,910,844**

# New Jersey Schools Development Authority

## Fund Reporting Operating Expenses vs Prior Year

### May 31, 2023

<u>Category</u>	<u>Actual</u> <u>Year-To-Date</u>	<u>2022</u> <u>Year-To-Date</u>	<u>Over/</u> <u>(Under)</u>
<b>Personnel Expenses:</b>			
Employee Salaries	\$ 5,142,576	\$ 5,383,493	\$ (240,917)
Employee Benefits	3,825,349	3,875,492	(50,143)
Direct Hire Temporary Employee Costs	5,288	-	5,288
Total Employee Salaries & Benefits Costs	8,973,213	9,258,985	(285,772)
<b>Less:</b> Employee Salaries & Benefits Costs			
Charged to Projects	4,034,150	3,860,834	173,316
Salaries & Benefits Charged to Operating Expense	4,939,063	5,398,151	(459,088)
Temporary Staffing Services	-	-	-
Travel & Expense Reimbursements	5,026	6,834	(1,808)
Training & Professional Development	11,410	13,195	(1,785)
Total Personnel Expenses	4,955,499	5,418,180	(462,681)
<b>Non-Personnel Operating Expenses:</b>			
Facilities & General Office Expenses	953,809	853,208	100,601
Information Systems	498,494	526,670	(28,176)
Professional & Other Contracted Services	28,859	212,493	(183,634)
Property & Casualty Insurance	212,842	192,763	20,079
SDA-Owned Automobiles	32,093	23,035	9,058
Communications & Outreach	-	-	-
Reserve for Unforeseen Events & New Initiatives	-	-	-
<b>Total Authority Operating Expenses</b>	<b>\$ 6,681,596</b>	<b>\$ 7,226,349</b>	<b>\$ (544,753)</b>



# New Jersey Schools Development Authority

## Employee Headcount

### May 31, 2023

	<u>Current</u> <u>Month End</u>	<u>Budget</u>	<u>Over/</u> <u>(Under)</u>
<b>Office of Chief Executive Officer</b>	2	2	-
Human Resources	4	4	-
Vacant Positions	0	2	(2)
Communications	3	3	-
Legislative Affairs	1	1	-
EEO/AA & Vendor Services	4	4	-
<b>Office of Program Operations &amp; Strategic Planning</b>	0	1	(1)
Capital Planning & Program Operations	10	10	-
Design Studio	10	12	(2)
Grants Administration	6	7	(1)
Real Estate Services & Predevelopment	2	2	-
<b>Office of Construction Operations</b>	0	0	-
Project Teams	19	22	(3)
<b>Office of Corporate Governance &amp; Legal Affairs</b>	4	4	-
Chief Counsel	7	7	-
Information Systems	11	12	(1)
Central Records Management	3	3	-
Safety	4	5	(1)
Internal Audit	2	2	-
<b>Office of Chief Financial Officer</b>	1	1	-
Financial Operations	7	7	-
Financial Accounting & Disbursements	11	11	-
Procurement	10	10	-
Risk Management	3	3	-
Facilities	5	5	-
<b>Total Full-Time Employees at Month End</b>	<b><u>129</u></b>	<b><u>140</u></b>	<b><u>(11)</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

### May 31, 2023

	<u>Current</u> <u>Month End</u>	<u>2022</u> <u>Year End</u>	<u>Over/</u> <u>(Under)</u>
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 268,917,339	\$ 402,831,389	\$ (133,914,050)
Receivables	724	739	(15)
Prepaid Expenses	446,900	127,272	319,628
Capital Assets, net of accumulated depreciation	3,056,321	3,280,015	(223,694)
Total Assets	272,421,284	406,239,415	(133,818,131)
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Amount for Pensions & OPEB	7,440,649	9,899,752	(2,459,103)
<b>TOTAL ASSETS &amp; DEFERRED OUTFLOWS OF RESOURCES</b>			
	<b>\$ 279,861,933</b>	<b>\$ 416,139,167</b>	<b>\$ (136,277,234)</b>
<b>LIABILITIES</b>			
Accrued Project Costs	\$ 29,365,654	\$ 48,687,889	\$ (19,322,235)
Net Pension Liability	25,006,500	25,006,500	-
Accrued Other Post-Employment Benefits	24,472,991	24,317,811	155,180
Other Accrued Liabilities	2,985,133	5,409,755	(2,424,622)
Deposits	8,275,329	7,986,412	288,917
Total Liabilities	90,105,607	111,408,367	(21,302,760)
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred Amount for Pensions & OPEB	36,552,056	36,552,056	-
<b>NET POSITION</b>			
Net Investment in Capital Assets	3,056,321	3,280,015	(223,694)
Restricted for Schools Construction:			
Special Revenue Fund	150,147,949	264,898,729	(114,750,780)
Net Position	153,204,270	268,178,744	(114,974,474)
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES &amp; NET POSITION</b>			
	<b>\$ 279,861,933</b>	<b>\$ 416,139,167</b>	<b>\$ (136,277,234)</b>

**New Jersey Schools Development Authority**  
**Statement of Activities**  
**May 31, 2023**

	<u>Current</u> <u>Year-To Date</u>	<u>2022</u> <u>Year-To Date</u>	<u>Over/</u> <u>(Under)</u>
<b>REVENUES</b>			
Program Revenues:			
Bond and Note Proceeds (Issued by EDA)	\$ -	\$ -	-
Appropriation from State	-	-	-
Bidding Fees-Plans & Specs	-	-	-
General Revenues:			
Investment Earnings	5,842,584	558,841	5,283,743
Rental Income	4,800	5,000	(200)
Other Revenue-OPRA	11,840	10,984	856
Total Revenues	5,859,224	574,825	5,284,399
<b>EXPENSES</b>			
Administrative & General Expenses	6,836,777	7,613,726	(776,949)
Capital Depreciation	223,694	228,537	(4,843)
School Facilities Project Costs	113,773,227	119,606,400	(5,833,173)
Total Expenses	120,833,698	127,448,663	(6,614,965)
<b>CHANGE IN NET POSITION</b>	<b>(114,974,474)</b>	<b>(126,873,838)</b>	<b>11,899,364</b>
Beginning of Period Net Position	268,178,744	483,103,647	(214,924,903)
<b>NET POSITION END OF PERIOD</b>	<b>\$ 153,204,270</b>	<b>\$ 356,229,809</b>	<b>\$ (203,025,539)</b>

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