

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
BOARD MEETING
WEDNESDAY, JANUARY 3, 2024 AT 9:15 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 December 6, 2023
 - b. Board Executive Session Meeting Minutes of December 6, 2023
4. AUTHORITY MATTERS
 - a. CEO Report
 - b. Chairman's Report
5. REPORT AND RECOMMENDATIONS OF THE AUDIT COMMITTEE (CHAIRMAN'S REPORT)
 - a. Ratification of Extension of Contract – Network, Hardware & Software Support Services - GP-0273-R01
6. REPORT AND RECOMMENDATIONS OF THE SCHOOL REVIEW COMMITTEE (CHAIRMAN'S REPORT)
 - a. Award for Demolition and Early Site Preparation – Elizabeth School District - New Pre-K through 8 School - EL-0044-N01
 - b. Change Order No. 1, Approval of Final Project Charter, Release of Funds from Program Reserve and Re-establishment of Contract Value – Newark Public School District – Salome Urena Elementary School – Emergent Project - EP-0125-C01
 - c. Preliminary Project Charter - Pleasantville Public School District – New Decatur Avenue Elementary School
 - d. Request for Approval of Settlement of Cost Recovery Litigation Relating to the Paterson International High School Project – **(to be discussed in Executive Session and voted on upon the Board's return to Open Session)**
7. MONTHLY REPORTS
 - a. *For Informational Purposes*
 - i. Active Projects Report
 - ii. Project Status Reports
 - iii. Contracts Executed Report/Amendments & Change Orders Executed Report
 - iv. Contract Terminations Report (*no activity*)
 - v. Settlement Activities Report (*no activity*)
 - vi. Diversity and Workforce Participation Report
 - vii. Regular Operating District Grant Activity Report
 - viii. Notification of Amendments to Goods and Services Contracts Not Exceeding \$100,000 or 10% of the Contract Value (*no activity*)
 - ix. Communications Report (*no report*)
 - x. Monthly Financial Report
 - xi. Design Contract De-Obligations Report (*no activity*)

8. EXECUTIVE SESSION

- Recommendation for Final Settlement of Cost Recovery Litigation Relating to the Paterson International High School Project
- Litigation/Contract Matter(s) – OPMA Exemption N.J.S.A. 10:4-12b (7)
CCD Report (*no activity*)

9. ADJOURNMENT

APPROVAL OF MEETING MINUTES

December 6, 2023 Open Session Minutes

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
WEDNESDAY, DECEMBER 6, 2023**

A meeting of the Board of Directors of the New Jersey Schools Development Authority (SDA or the Authority) was held on Wednesday, December 6, 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
Stephen Martorana (EDA)
Kevin Luckie (DCA)
Anthony Longo (Treasury)
Bernard Piaia (DOE)
John Capo, Public Member
Lester Lewis-Powder, Public Member
Michael Maloney, Public Member
Mario Vargas, Public Member

being a quorum of the Members of the Board. Mr. Capo, Mr. Lewis-Powder, Mr. Longo, Mr. Martorana and Mr. Piaia participated in the meeting by teleconference.

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

Pledge of Allegiance

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

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

Approval of Meeting Minutes

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

Mr. Nixon then presented for consideration and approval the minutes of the Board's November 1, 2023 Executive Session meeting. A copy of the meeting minutes and a resolution had been provided to the Members for review in advance of the meeting. Upon motion duly made by Mr. Vargas and seconded by Mr. Piaia, the Executive Session minutes of the November 1, 2023 SDA Board meeting were approved with the Members' unanimous vote in favor of the resolution attached hereto as ***Resolution 3b***.

Authority Matters

CEO's Report

Next, Mr. Nixon asked Mr. Da Silva for the report of the CEO. Mr. Da Silva provided an update on design-build projects in the design phase. He said that for Union City New Grade 7-9 School project, steel erection is nearing completion and final design documents are being reviewed by the design studio.

Turning to design-build project in construction, Mr. Da Silva reported that for the Millville High School Addition and Renovations project, the additional HVAC replacement work in existing Buildings A & B has been released by Department of Community Affairs and the change order is being issued with work anticipated later this month. For the Perth Amboy High School project, he said that finish work is ongoing and final inspections have commenced.

In continuing, Mr. Da Silva provided an update on design-bid-build projects in the construction stage. He advised that for the Orange Cleveland Street Elementary School project, delivery of windows and rooftop units is projected for early January 2024. He added that temporary heat is in place to allow work to continue through the winter months.

Mr. Da Silva gave an update on projects in the procurement stage. He reported that for the Garfield New Elementary School project, the demolition notice of award was issued last month. He said that simultaneously, the bridging architect is preparing the Design Build Information Package for procurement of design builder in 2024. For the Elizabeth New Elementary School Elementary School project, he advised that the demolition and early site preparation bids are due on December 12. He added that simultaneously, the bridging architect is preparing the Design Build Information Package.

Turning to Authority events, outreach and other activities, Mr. Da Silva informed the Members that the SDA will hold a beam signing ceremony next week to celebrate the progress of the new Union City Grade 7-9 School. He said that management expects this to be very exciting as the backdrop of the event will be the 6-story structure that was constructed on the site.

Next, Mr. Da Silva said that November 14 and 15, SDA grants staff provided training to ROD District officials related to the upcoming grant projects that were recently announced. He thanked Kashif Khan, Eric Shteir and Karen Schaffer who provided attendees with detailed information on the grant process. He noted that following the trainings, New Jersey Association of Schools Business Officials (NJASBO) staff said that it was wonderful to watch SDA experts educating and updating Business Administrators and district personnel about the ROD grant program.

In continuing, Mr. Da Silva reported this past Monday and Tuesday, SDA had our annual contractor training program. He said that it was well attended and, he along with Ms. Venables received lots of positive feedback yesterday regarding the program. He said that he wanted to thank Edye Maier and all the staff who participated and presented.

Finally, Mr. Da Silva thanked the Board Members for completing their 2023 annual ethics training.

Mr. Vargas asked is if the Perth Amboy High School project is still the largest SDA project and if the project is still ahead of schedule. Mr. Da Silva answered in the affirmative, noting that final inspections are ongoing and the SDA is anticipating a temporary certificate of occupancy in February 2024.

Chairman's Report

Mr. Nixon reminded the Members that every January the Board holds its SDA Organizational meeting. He explained that at the Organizational meeting, it's his responsibility

as Chairman of the Board to appoint Members to the Committees. He added that at this time, he sees no reason to change the Members on the Committee, noting that there is already a really good team structure. He said that if any Member wishes to be part of another Committee or removed from a Committee, to let him know.

Audit Committee

Proposed 2024 SDA Staffing Plan; Proposed 2024 SDA Operating Budget

Mr. Nixon, as Audit Committee Chairman, reported that the Audit Committee met on November 20, 2023. He advised that the management provided the Committee with the October 2023 New Funding Allocation and Capital Plan Update. He said that staff informed the Committee that there were no changes in any of the reserve balances for the SDA Operating Districts during the reporting period. He advised that the Program Reserve balance for Regular Operating Districts increased by \$200,000 during the reporting period due to reductions in state share for grant projects nearing completion.

Next, Mr. Nixon said that Ernst & Young (E&Y), the SDA's financial auditors, provided the Committee with the 2023 SDA Audit Plan. He said that E&Y outlined the audit services and deliverables and provided an overview of the audit timetable along with their processes and procedures. He said that E&Y discussed the required communications and standards on quality management overview. He noted that E&Y's presentation also addressed General Accounting Standards Board (GASB) pronouncements and financial reporting in accordance with the requirements of the GASB rules. Mr. Nixon said that E&Y noted that the 2023 Audit will be reviewing, for implementation, the new accounting pronouncement GASB Statement No. 96 pertaining to the subscription-based information technology arrangements.

Next, Mr. Nixon advised that SDA's internal audit (IA) staff and contract auditors, Baker Tilly Virchow Krause, LLP provided the Committee with the results of 2 project audits and 1 operational audit. He said that the Audits were conducted to comply with the statutory requirement that Capital Portfolio Projects with a state share over \$10 million to be reviewed to assess whether State funds were expended in accordance with contractual terms, SDA practices and state rules and regulations. He said that IA also provided the Committee with a report on the current status of open audit recommendations and suggestions for improvement from the various project and operational audits. He noted that following its regular meeting, the Committee met privately with both E&Y and the Authority's director of IA without management present.

Next, Mr. Nixon provided the October 2023 Monthly Financial Report. He advised the Members that the Authority's operating expenses (Actual vs. Budget) for the year-to-date period total \$10.7 million, \$2.8 million lower as compared to the budget for the corresponding period. He explained that this decrease is mainly attributable to lower employee salary and benefit costs, professional and other contracted services, information systems, facilities and general office expenses, partially offset by a lower than projected payroll and benefits expense allocation to project costs. He reported that the current full time employee (FTE) headcount is 128 as of October 31, 2023, representing a 22 FTE decrease in comparison to year-to-date budget projections. He said that year-to-date Authority operating expenses (Actual vs. Prior Year Actual) at \$10.7 million are \$757,000 lower as compared to the operating budget for the corresponding prior year period. He explained that this decrease is mainly attributable to lower employee salary and benefit costs, and a higher payroll and benefit allocation to project costs. He said that the current number of FTEs, at 128, is down 3 FTEs as compared to the prior year.

Mr. Nixon then reported that school facilities project expenditures (Actual vs. Forecast) for the year-to-date period total \$212.9 million, \$27.9 million lower as compared to the capital

spending forecast for the corresponding period. He advised that this variance is the result of a decrease in construction activity, grant activity, project insurance, design services, construction management services and lower payroll expense allocation to project costs. He advised that this variance is partially offset by an increase in acquisition costs associated with the purchase of a school facility. He reported that project expenditures (Actual vs. Prior Year Actual), at \$212.9 million, are \$24.8 million lower as compared to the corresponding prior year period. He explained that the variance is due to a decrease in construction activity, grant activity, school furniture and equipment and construction management services. He reported that this variance is partially offset by an increase in the acquisition costs associated with the purchase of a school facility, design services, payroll and benefits expense allocation to project costs, and project insurance.

Mr. Nixon said that since program inception, 80.2% of the funds authorized for the SDA districts have been disbursed. Additionally, he noted that 96% of all SDA disbursements relate to school facilities projects, while 4% relate to operating expenses. He advised that the estimated value of active school facilities capital projects, along with emergent and regular operating district grant projects, is approximately \$1.2 billion.

Next, Mr. Nixon advised that two matters were presented to the Committee by Management that require Board action. He reminded the Members that in 2019, in an effort to strengthen the Board's oversight of personnel issues generally, the Board revised the SDA Bylaws to require that on an annual basis the CEO present, and request Board approval of, a Staffing Plan (Plan) for the upcoming year. He noted that the Bylaws require that the Plan represent "resources required to satisfy the SDA's mission, goals, commitments and operating needs correlated to the volume and type of work activities to be advanced". Mr. Nixon reported that at the November 20 Audit Committee Meeting, the CEO presented the Committee with a

detailed 2024 Plan that was prepared consistent with the requirements of the Bylaws. He advised that the Plan was developed based on anticipated 2024 project work and other work including a review of the activities and staffing required to address that work on a monthly basis for the entirety of the next year. Referencing materials that previously were provided for Board review, Mr. Nixon said that management anticipates that 2024 will see: 3 Capital Plan projects with construction awards; and 11 emergent projects with construction awards. He noted that next year's efforts will include 18 new projects from the 2022 Capital Plan in various phases of their life cycle. In continuing, Mr. Nixon advised that the Plan analysis conducted by management evaluated each staff member's activities related to those needs in order to determine the resources required to support the Authority's projects. He said that, essentially, the analysis reviewed each staff member's anticipated activities for each month tied to the overall work that would advance within that month. He said that, additionally, staff considered the impacts resulting from the roll-out of the 18 remaining projects in the 2022 Capital Plan and the need for additional staff. He said that the assessment resulted in a conclusion that 150 staff members, as broken down by functional area, is the number of staff required to satisfy the SDA's commitments and operating needs throughout 2024. He explained that the materials provided to the Board for review focus on: 1) Staff Utilization by Activity Type for the SDA overall; 2) Staff Utilization by Activity Type by Operating Area; and 3) Staff Utilization Dedicated to Projects. Mr. Nixon advised that the analysis concluded that 65% of SDA's staff activities are dedicated to school facilities projects; 9% are activities required to be performed in satisfaction of statutory, regulatory or other governance requirements and 26% are activities related to required organizational operation and support. After reviewing the Plan, the Board determined that it is comprehensive, data-driven and reflects the Authority's current needs. Mr. Nixon said that the Committee's recommends that management take all necessary steps to ensure that the Authority

has sufficient staff, at the level of 150 FTEs, in order to ensure that it can competently and efficiently advance its current work demands. He noted that currently SDA has 131 FTEs. Mr. Da Silva added that, to put this in perspective, as an example, transactional information shared that over 23,000 transactions occurred in a three year period, or 7,600 transactions annually and just under 640 transactions monthly.

In continuing, Mr. Da Silva staff are actively working to advancing existing projects and new projects. He added that he would like to bring some perspective to the data which is reflective of what we have going on, some of it behind the curtain and not so obvious. He said that that from a grants perspective, there are 154 grants currently being worked on and focused on close-out; We are rolling out the \$450 million grant program impacting 261 school Districts and the administration of over 660 new grants as approved by Department of Education; SDA's work, as shared in past years, results in over 23,000 transactions in a three year period, or an average of 7,600 transactions annually and just under 640 transactions monthly. He added that management expects these numbers to increase as project workload increases.

Next, Mr. Da Silva thanked the SDA staff for all of the hard work they do. He said that as the CEO he is lucky to work with a team of dedicated professionals who make it all happen. He noted that he could not do this without them. He noted that the staff at the SDA do an amazing job.

Mr. Maloney inquired about Bill A4496. Mr. Nixon said that Scarlett Rajski has done a lot of work behind the scenes regarding the Bill A4496. He said that the areas of concern have been addressed. He noted the management has educated the legislators on the work of the SDA.

Mr. Vargas asked if the SDA has access to the money for the unfilled positions and if the money will be allocated for the upcoming year. Mr. Da Silva said that that additional 19-20

positions are part of the budget. He added that 7 positions have already been advertised and the other positions will be advertised as the need arises.

A resolution pertaining to the SDA 2024 Staffing Plan was provided to the Board for review in advance of the meeting. Upon a motion duly made by Mr. Vargas and seconded by Mr. Luckie, the Board approved the 2024 SDA Staffing Plan as presented with its unanimous vote in favor of ***Resolution 5a.***

Mr. Nixon then presented the proposed 2024 Operating Budget (Budget) for Board consideration. He said that the Budget was discussed with the Audit Committee at its October and November meetings and that the Committee's input has been incorporated into the Budget that is before the Board today. Referencing materials that previously were provided for Board review, Mr. Nixon advised that the proposed Budget, at \$15.6 million, represents a decrease of \$293,000 as compared to the current year budget. He explained that, consistent with prior years, a portion of the Authority's employee salary and benefits costs will be appropriately charged to school facilities projects based upon weekly employee time sheets. He said that the estimated amount of \$11.2 million would be charged to school facilities projects for budget year 2024. Mr. Da Silva noted that Budget is reflective of the Staffing Plan. Mr. Guarriello said that James Wiegartner does a great job putting together the Budget with staff input.

Mr. Vargas inquired about the decrease in fringe benefits. Mr. Guarriello said that the annual pension contribution is decreasing over \$300,000 next year which is a major impact on the benefits.

A resolution pertaining to this matter was provided to the Board for review in advance of the meeting. Upon a motion duly made by Mr. Vargas and seconded by Mr. Piaia, the Board approved the 2024 SDA Operating Budget with its unanimous vote in favor of ***Resolution 5b.***

Mr. Nixon then asked for a motion to adjourn the Open Session of the meeting into Executive Session. He asked Ms. Venables to announce the matters to be considered by the Board in Executive Session. Ms. Venables advised that, the Board will adjourn into Executive Session to discuss two matters. She said that first, the Board will consider a proposed request to lease vacant land as construction staging area at the Elizabeth New Elementary School; and second, the Board will consider the proposed modification of terms and extensions of deadlines in connection with property conveyance to the City of Newark. She said that the Board will vote on these matters upon its return to Open Session.

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

Following the Board's return to Open Session, Mr. Vargas announced that in Executive Session the Board had discussed management's and the Real Estate Committee's recommendation for a request to lease vacant land as construction staging area at the Elizabeth New Elementary School.

A resolution pertaining to this matter was provided to the Board in advance of the meeting. Upon motion duly made by Mr. Luckie and seconded by Mr. Piaia the Board, approved the request to lease vacant land as construction staging area for the Elizabeth New Elementary School Project with its unanimous vote in favor of **Resolution 6a.**

Next, Mr. Vargas said that in Executive Session the Board also discussed management's and the Real Estate Committee's recommendation for a proposed modification of terms and extensions of deadlines in connection with property conveyance to the City of Newark.

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

Mr. Lewis-Powder recused and abstaining, the Board approved a modification of terms and extensions of deadlines in connection with property conveyance to the City of Newark with the Board's unanimous vote in favor of ***Resolution 6b***.

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 December 6, 2023 meeting.

/s/ Janice Venables
Additional Assistant Secretary

Resolution—3a./3b.

Approval of Minutes

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

WHEREAS, pursuant to Section 3(k) of P.L. 2007, Chapter 137, the minutes of the December 6, 2023 Board meeting of the New Jersey Schools Development Authority, for the Open and Executive Sessions were duly forwarded to the Office of the Governor following the meeting.

NOW, THEREFORE, BE IT RESOLVED, that the minutes of the New Jersey Schools Development Authority's December 6, 2023 Open and Executive Session meetings are hereby approved.

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

Dated: January 3, 2024

AUTHORITY MATTERS

CEO REPORT

CHAIRMAN'S REPORT

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

**Ratification of Extension of Contract – Network, Hardware & Software Support Services -
GP-0273-R01**



MEMORANDUM

TO: Members of the Authority

FROM: Anthony Gilfillan, Director, Information Systems

DATE: January 3, 2024

SUBJECT: Ratification of Extension of Contract – Network, Hardware & Software Support Services

INTRODUCTION

I am writing to request ratification by the Members of the Authority of a one (1) year extension of the Network, Hardware & Software Support Services Contract (GP-0273-R01) awarded to Stellar Services (Stellar) in 2020. The original contract for these services provides for a one-year extension to be exercised at the sole discretion of the NJSDA. Due to the need to ensure continuity of on-call services for the protection and support of NJSDA's computer networks, hardware and software, NJSDA management has determined to exercise the contract option to extend the initial contract for the contractually-specified one-year term after expiration of the initial term.

NJSDA Management now seeks the Members' ratification of this exercise of the extension option, as pursuant to the NJSDA Operating Authority, adopted by the Board on December 1, 2010 and amended March 7, 2012, additional Board authorization is required for the exercise of contract options extending the original contract term of contracts that were previously approved by the Board. The expiration date of November 8, 2023 was inadvertently missed and this matter was not brought before the Board in the November or December meetings. However, the exercise of the extension option does not itself result in any costs, or require a modification of the original contract value.

BACKGROUND

In order to ensure that critical systems do not experience failures that lead to excessive network outages or extended system outages, the NJSDA requires the services of a firm to be on call to provide critical network, hardware and software maintenance services. Such services include on-site technical support and consulting services.

At the October 7, 2020 NJSDA Board Meeting, the Members approved the award of a contract for Network, Hardware & Software Support Services to Stellar Services. The initial contract term was for three (3) years beginning November 9, 2020 and expiring on November 9, 2023. The contract also provided for a one-year extension to be exercised at the sole discretion of the NJSDA. The total compensation for the three-year term and one-year extension is for a Not-to-Exceed (NTE) amount of \$1,000,000.00.

Under the current contract, Stellar Services assists the NJSDA Information Systems department by diagnosing computer and network related problems, isolating reported problems, and implementing repairs. The firm also acts in a consultative capacity for software or system changes and may be called upon to provide computer components on an as-needed basis. Support services through Stellar Services are provided based upon negotiated rates for Network, Hardware, Software and Consulting services. Approximately \$218,000 of the \$1,000,000.00 (21.8%) has been spent to date under the original contract.

Due to the need to ensure continued protection and support of NJSDA's computer networks, hardware and software, NJSDA management has determined to exercise the contract option to extend the initial contract for the contractually-specified one-year term after expiration of the initial term, for an effective term commencing November 9, 2023 and terminating on November 9, 2024. The Board's ratification of the one-year extension is being requested to satisfy NJSDA Operating Authority requirements and for transparency purposes, after the NJSDA inadvertently overlooked the need to obtain Board approval for the one-year extension prior to the contract expiration. However, the exercise of the extension option does not itself result in any costs, or require a modification of the original contract value, as the total compensation for the initial three-year term and one-year extension will remain capped at the NTE amount of \$1,000,000.00 approved by the Board on October 7, 2020, and any services to be provided during the extension period will be compensated at the same rates as specified in the original contract. Of the \$1,000,000.00 original NTE amount, only \$218,330.00 has been charged for services authorized during the initial three-year term of the contract, and to date no services have been authorized during the extension, thus \$781,670.00 remains available for use on the contract through November 9, 2024.

RECOMMENDATION

For the reasons discussed above and because the extended services are necessary to meet the needs of the Authority, I am recommending the ratification by the Members of the Authority of a one (1) year extension to the contract for Network, Hardware & Software Support Services (Contract GP-0273-R01). The one (1) year extension commences on November 9, 2023 and terminates on November 9, 2024. The total contract NTE value remains unchanged at \$1,000,000.00.

Prepared and Recommended by:	Anthony T. Gilfillan, Director Information Services and Danielle Mrosko, Deputy Director, Information Services
Reviewed and Recommended by:	Janice Venables, Vice President, Corporate Governance
Reviewed and Recommended by:	Donald Guarriello, Vice President, Chief Financial Officer
Reviewed and Recommended by:	Manuel Da Silva, Chief Executive Officer

Resolution—5a.

Ratification of Extension of Contract for Network, Hardware and Software Support Services
Contract - Package No. GP-0273-R01

Resolution

WHEREAS, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) requires that the Members of the Authority authorize and approve the award of contracts for certain professional goods and services; and

WHEREAS, in order to avoid critical systems failures that lead to excessive network or extended system outages, the SDA has long retained the services of a firm to provide critical network, hardware and software maintenance services, including on-site technical support and consulting services (the Services); and

WHEREAS, at the October 2020 Board Meeting the Members approved the award of a contract for these services to Stellar Services; and

WHEREAS, the initial contract term was for 3 years beginning on November 9, 2020 and expiring on November 9, 2023 including the option of a 1-year extension to be exercised at the sole discretion of the Authority; and

WHEREAS, the total compensation for the 3-year term and 1-year extension is for a not-to-exceed amount of \$1,000,000; and

WHEREAS, to-date \$218,000 or 21.8% has been spent under the contract; and

WHEREAS, it became necessary to for SDA to extend the contract for the Services due to the need to ensure continuity of on-call services for the protection and support of SDA's computer networks, hardware and software; and

WHEREAS, management recommends the ratification of the one-year extension of the contract for the Services with Stellar from November 9, 2023 to terminate on November 9, 2024 upon terms set forth in detail in the memorandum presented to the Board on this date and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED, that the Members of the Authority hereby ratify the action of the SDA management to extend the contract with Stellar Services from November 9, 2023 to November 9, 2024, to provide the Authority with Network, Hardware and Software Services consistent with the provisions of the memorandum presented to the Board on this date and incorporated herein.

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

Attached: Memorandum, Ratification of Extension of contract for Network, Hardware and Software Support Services, No. GP-0273-R01, dated January 3, 2024
Dated: January 3, 2024

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

**Award for Demolition and Early Site Preparation – Elizabeth School District -
New Pre-K through 8 School - EL-0044-N01**



MEMORANDUM

TO: Members of the Authority

FROM: Sean Murphy
Managing Director, Procurement

Joseph Lucarelli
Program Director, Construction Operations

RE: District: Elizabeth
School: Pre-K to 8 School
Description: Demolition and Early Site Preparation
Package No.: EL-0044-N01
CCE: \$8,430,105
Advertised CCE Range: \$7,760,000 to \$9,490,000
Award: \$5,855,000

DATE: January 3, 2024

SUBJECT: Award of Contract

INTRODUCTION

We are writing to recommend approval by the Members of the Authority of the award of a contract in the amount of \$5,855,000 to USA Environmental Management, Inc. (USA)¹ for demolition of the existing Joseph Battin Elementary School (300 South Broad Street, Elizabeth, NJ), and limited site restoration activities, in preparation for the delivery by the NJSDA of the New Pre-K to 8 School for the Elizabeth Public School District (District).

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

BACKGROUND

At the November 2, 2022 NJSDA Board Meeting, the Members of the Authority approved the Preliminary Project Charter for the Elizabeth New ES (Battin Replacement) project. The New ES project scope calls for the demolition of the existing Battin School and construction of a new approximately 142,000 square foot facility for 973 students in grades Pre-K to 8 on the approximately 2.21-acre site.

PROCUREMENT PROCESS

This package was advertised beginning on September 29, 2023 on the NJSDA website, NJ State website and in selected newspapers for interested firms to participate in the bidding process.

¹ USA listed the following subcontractors for the required trades in its Price Proposal: USA (Demolition), USA (Asbestos Removal/Treatment), C.J. Schmidt & Sons, Inc. (Plumbing), and Zsenak Electric Company, Inc. (Electrical).

Project Rating Proposals were received from bidders on or before October 16, 2023. The Project Rating Proposal was used by the NJSDA to determine each bidder’s Project Rating Limit (i.e. the maximum amount that a bidder may bid for the Project). Bidders were evaluated based on a review of two projects completed by the firm in the past ten years, reference checks, their safety rating, and their prevailing wage record. Based on an evaluation of the information submitted, nine (9) bidders received a Project Rating Limit. The Project Rating Limits resulting from the Project Rating Evaluations are listed in Table 1 below:

TABLE 1

Contractor	Project Rating Limit
APS Contracting, Inc.	\$ 21,339,919
Caravella Demolition, Inc.	\$ 1,983,508
Gramercy Group, Inc.	\$ 29,902,625
Intercontinental Construction Contracting, Inc.	\$ 18,296,957
JPC Group, Inc.	\$ 105,175,870
Richard E. Pierson Construction Company, Inc.	\$ 3,343,402
USA Environmental Management, Inc.	\$ 13,828,295
Vollers Excavating & Construction, Inc.	\$ 18,706,563
Winzinger, Inc.	\$ 3,456,172

A mandatory site visit was held on October 27, 2023.

In advance of submission of Price Proposals, bidders were permitted to submit questions seeking clarification of the procurement documents until November 17, 2023. An Addendum containing responses to the Bidder Questions was issued to the bidders on November 29, 2023.

This procurement employed an internet-based, electronic bidding platform administered by Bid Express. Price Proposal submissions were due no later than 2:00 PM on December 12, 2023. The Price Proposals were publicly opened and the lump sum base bids were read aloud as required by law.

Following the public bid opening, the NJSDA performed a review of the Price Proposals to determine the responsiveness of each bidder to the solicitation. The review determined that two (2) bidders were responsive. The results of the review are listed in Table 2 below:

TABLE 2

Contractor	Bid Amount	Comments
USA Environmental Management, Inc.	\$ 5,855,000	Qualified and responsive bidder.
APS Contracting, Inc.	\$ 6,819,000	Qualified and responsive bidder.
Gramercy Group, Inc.	\$ 9,783,000	Non-responsive bidder. Bid rejected.
JPC Group, Inc.	\$ 11,100,000	Non-responsive bidder. Bid rejected.

As stipulated in the Contract Documents, each Bid Amount is inclusive of NJSDA-established Allowances totaling \$875,000, as follows: \$350,000 for Unforeseen Asbestos, Hazardous Building Materials, and Universal Waste; \$350,000 for Unforeseen Subsurface Conditions/Impacted Soils; \$75,000 for Salvage of Historical Items; and \$100,000 for Removal of Remaining School Items.

The responsive low bidder was USA Environmental Management, Inc.

The bid submitted by USA was less than the CCE. In order to understand the differential between the CCE and the bid price and to ensure the contractor's Price Proposal was inclusive of all scope elements, a conference was conducted on December 14, 2023 with USA and staff from NJSDA's Procurement, Construction Operations, Program Operations, and Financial Operations divisions to review the bid. The discussion verified that USA had included all project scope work in its bid and identified that the majority of the overall variance between the NJSDA's CCE and USA's Price Proposal is attributable to lower costs for insurance, disposal fees, and certified clean fill when compared to those utilized by the NJSDA in developing the CCE. At the time of review, USA confirmed that its Price Proposal is inclusive of all scope elements contained in the Contract Documents.

The Construction Operations Director and the Financial Operations Director recommend award of the project to USA.

RECOMMENDATION

The Members of the Authority are requested to approve the award of a contract to USA Environmental Management, Inc. for Package No. EL-0044-N01 in the amount of \$5,855,000, inclusive of NJSDA-established Allowances totaling \$875,000.

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/ Joseph Lucarelli
Joseph Lucarelli, Director, Construction Operations

Reviewed and Recommended by: Manuel Da Silva, Chief Executive Officer
Reviewed and Recommended by: Donald Guarriello, Vice President and Chief Financial Officer
Reviewed and Recommended by: Gregory Voronov, Managing Director, Planning and Program Operations
Reviewed and Recommended by: Robert Carney, Director, Financial Operations
Reviewed and Recommended by: Denise Petraglia, Deputy Program Director, Construction Operations

Resolution 6a.

Demolition and Site Preparation Construction Award

District:	Elizabeth
School:	New Pre-K through 8 School
Description:	Demolition and Early Site Preparation
Package No.:	EL-0044-N01
CCE:	\$8,430,105
Advertised CCE Range:	\$7,760,000 - \$9,490,000
Award:	\$5,855,000

Resolution

WHEREAS, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) requires that the Members of the Authority approve the award of construction contracts greater than \$500,000; and

WHEREAS, the Elizabeth New Elementary School (Project or School), which will replace the Joseph Battin Elementary School, is planned to be a new approximately 142,000 square foot facility for 973 students in grades Pre-K to 8 on the approximately 2.21-acre site; and

WHEREAS, on November 2, 2022, the Members of the Authority approved a preliminary project charter for the Project; and

WHEREAS, in preparation for the design and construction of the new school, the SDA seeks to engage a contractor to perform demolition of the existing Joseph Battin Elementary School and limited site restoration activities as described in the memorandum presented to the Board on this date and incorporated herein; and

WHEREAS, the package for the required services was advertised beginning on September 29, 2023 and, upon completion of a competitive procurement process, the responsive low bidder was USA Environmental Management, Inc. (USA); and

WHEREAS, following a review, USA confirmed that its price proposal is inclusive of all scope elements contained in the contract documents; and

WHEREAS, management now requests and recommends that the Members of the Authority authorize and approve the award of a contract in the amount of \$5,855,000, inclusive of SDA-established Allowances totaling \$875,000, to USA to perform demolition of the existing school and limited site restoration activities, in preparation for the delivery of the Project by the SDA; and

WHEREAS, the SDA construction operations director and financial operations director recommend award of the contract to USA; and

WHEREAS, the Project background and the details of the procurement process followed for the proposed contract award are comprehensively set forth in the memorandum presented to the Board on this date and incorporated herein; and

WHEREAS, management expects to advertise in the second quarter of 2024 for design-build services for delivery of the Project; and

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

NOW, THEREFORE, BE IT RESOLVED, that, consistent with the memorandum presented to the Members of the Authority on this date and incorporated herein, the Members of the Authority hereby authorize and approve the award of a contract to USA Environmental Management, Inc. for Package No. EL-0044-N01 in the amount of \$5,855,000, inclusive of SDA-established Allowances totaling \$875,000, for the New Pre-K through 8 School Elizabeth New Elementary School Project.

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, Demolition and Early Site Preparation Award, Elizabeth School District,
Elizabeth Pre-K through 8 School, Package No. EL-0044-N01, dated January 3, 2024

Dated: January 3, 2024

**Change Order No. 1, Approval of Final Project Charter, Release of Funds from
Program Reserve and Re-establishment of Contract Value – Newark Public School
District – Salome Urena Elementary School – Emergent Project - EP-0125-C01**



MEMORANDUM

TO: Members of the Authority

FROM: Joseph Lucarelli
Program Director, Construction Operations

Gregory Voronov
Managing Director, Planning and Program Operations

DATE: January 3, 2024

SUBJECT: Salome Urena – Masonry Repointing and Replacement – Emergent Project
Change Order #1 – Integrated Construction Enterprises
Approval of Final Project Charter, Release of Funds from Program Reserve and Re-establishment of Contract Value

COMPANY NAME:	Integrated Construction Enterprises (ICE)
DISTRICT:	Newark
CONTRACT NO.:	EP-0125-C01
PMF/CM:	NJSDA
SCHOOL NAME:	Salome Urena Elementary School
CHANGE ORDER NO.:	1
REASON:	Cost increase due logistics
AMOUNT:	\$101,791.00
ORIGINAL CONTRACT AMOUNT:	\$ 313,699.00
CONTRACT STATUS:	1% Paid to Date against the Current Contract Value
ANTICIPATED COMPLETION DATE:	

INTRODUCTION

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

1. Change Order (CO) #1 in the lump sum value of \$101,791.00. The processing of this change order will fully fund the work required to complete all work noted for this emergent project. The additional funds requested for the Project are required due to scope increases as a result of existing conditions discovered during investigations and design work undertaken by the engaged task order contractor;
2. The Final Project Charter (copy attached) representing the Project budget inclusive of dollar values for the final negotiated construction value, design services, appropriate contingency, allowances, NJSDA staff costs and other costs;

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

Pursuant to the NJSDA Operating Authority adopted by the Board on December 1, 2010, as amended March 7, 2012, Board approval is required a change order for an emergent project that singularly exceeds \$250,000.00 or singularly or in the aggregate is greater than 10% and the release of funds for an emergent project in excess of \$500,000. This CO exceeds 10% of the contract value and when aggregated with prior approved funding the total funding for this project exceeds \$500,000.

BACKGROUND

The Salome Urena ES, built in 1928 with several additions, is an approximately 68,000 square foot facility in the Newark Public School District educating approximately 368 students in grades Pre-K through 8.

Upon confirmation of the need for emergent masonry repointing and replacement at the school, the NJSDA engaged Van Note Harvey Associates, in February 2022, for the performance of initial Project Scope Development Services to address these conditions.

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

REASON FOR CHANGE

The contract was issued to ICE utilizing the General Construction Services Task Order (GC Task Order) Contract with Design. After completion of the design the Team and the contractor worked with the District to develop a schedule and building access. This review determined that the access to the roof area would be required through the utilization of exterior scaffolding. A logistic plan was developed and accepted by the District and the contractor.

The original award for this engagement was based upon ICE's review of the Request for Proposal (RFP) scope documents presented at the time of bid by the NJSDA. Following ICE's development of the design, schedule for construction and the refinement of scope, along with the establishment of expectations for the timing of material delivery and considering building accessibility, the NTE cost originally allocated for construction was determined to be insufficient. Therefore, CO #1 is required to provide the amount equal to the differential in cost between the original NTE cost allocated for construction and the actual finalized, negotiated and agreed to construction cost required to effect the masonry repointing and replacement work.

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

<u>Original Project Cost Breakdown</u>	
Design Costs	\$ 23,770.00
Design Allowances	\$ 35,000.00
<u>Construction Costs</u>	<u>\$ 254,899.00</u>
Total Original Project Cost	\$ 313,669.00

Original Value Allocated for Construction Costs	\$ 254,899.00
<u>Negotiated and Agreed Value of Construction for Approved Design</u>	<u>\$ 356,690.00</u>
CO #1 Additional Funds Required	\$ 101,791.00

SUMMARY OF THE CHANGE

CO #1, in the total lump sum value of \$101,791.00, will provide the additional funds required for the differential in cost between the original NTE cost allocated for construction and the actual finalized, negotiated and agreed to construction cost required to effect the masonry repointing and replacement work.

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

CALCULATIONS

a. Original Contract Amount	\$ 313,669.00
b. Change Orders to Date (excluding proposed change order)	\$ 0.00
c. Proposed Change Order Amount	\$ 101,791.00
d. Total Change Orders to Date including this Change Order (Total of Line (b.) and Line (c.))	\$ 101,791.00
e. Percentage Change to Original Contract (Line (d.) represents a percent of Line (a.))	32.45%
f. Proposed Adjusted Contract Price (Line (a.) plus Line (d.))	\$ 415,460.00

FINAL BUDGET

The value of ICE’s contract to address the emergent Project is \$415,460.00 inclusive of Change Order #1. As reflected in the attached Project Charter, total Project funding, including design costs, construction costs, contingencies, allowances, NJSDA staff and other costs is estimated at a value in the amount of \$744,729.00 (inclusive of prior funding of \$488,669 in addition to the \$256,060.00 proposed for release from the Program Reserve). Funding for the total Project costs is available within the NJSDA Program Reserve maintained for emergent projects.

REASON FOR RE-ESTABLISHMENT OF CONTRACT VALUE

NJSDA staff have determined that the revised contract value, inclusive of this change order, represents the true value of the work necessary to implement the masonry repointing and replacement Project. Therefore, we recommend the adjusted contract value, inclusive of CO No. 1, is the appropriate baseline for the application of Operating Authority requirements going forward.

If approved, NJSDA management will again seek Board approval should future change orders individually exceed \$250,000.00, or singularly or in the aggregate exceed 10% of the reestablished contract amount of \$415,460.00, as set forth above

RECOMMENDATION

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

1. Change Order (CO) No. 1 in the lump sum value of \$101,791.00. The processing of this change order will fully fund the work required to complete all work noted for this emergent project. The additional funds are required as the scope of the work developed exceeded the initial scoping of the project due to existing conditions that were discovered during investigations and design work undertaken by the engaged task order contractor;
2. The Final Project Charter (copy attached) representing the Project budget inclusive of dollar values for the final negotiated construction value, design services, appropriate contingency, allowances, NJSDA staff costs and other costs;
3. The release of \$256,060.00 from the NJSDA Program Reserve maintained for emergent projects; and
4. Reestablishment of the general construction task order contractor's contract value for the purpose of the application of ongoing Operating Authority requirements. The reestablished value for this purpose shall be the revised contract value inclusive of Change Order No. 1.

Recommended by:

/s/ Joseph Lucarelli

Joseph Lucarelli, Director, Construction Operations

/s/ Gregory Voronov

Gregory Voronov, Managing Director, Planning and Program Operations

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

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

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

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

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

New Jersey Schools Development Authority Emergent Project Charter - Summary

Charter Date

01/03/24

Region: Northern
District: Newark
School Name: Salome Urena School
Project Type: Emergent
DOE # / Project #: 3570-317-21-0BBP
Project Location: 284 1st Avenue Newark, NJ

Supersedes

Charter Dated

N/A

Project Budget: \$ 744,729

Anticipated Construction NTP Date January-24

Anticipated Final Completion Date June-24

Project Initiation Date: February-22

Funding Sources

2008 & 2011 Emergent Reserve

Charter Version and Date	Project Summary
<input checked="" type="checkbox"/> Final 01/03/24	Re-pointing of approximately 3,150 square feet of exterior brick surfaces that extend above rooflevel. Selective removal and replacement of approximately 350 square feet of damaged brick. Temporary removal of parapet wall mounted light fixtures, rebuild existing masonry wall (approximately 100 square feet) and reinstall light fixtures. Abatement of hazmat required to complete the work as necessary pending investigation during design.
Revision # and Date	
<input type="checkbox"/> One	
<input type="checkbox"/> Two	
<input type="checkbox"/> Three	Purpose for Advancement of Emergent Charter
	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/ Joseph Lucarelli Jan 3, 2024

Program Director - Project Date

Joseph Lucarelli

/s/ Gregory Voronov Jan 3, 2024

Managing Director - Program Operations Date

Gregory Voronov

Date

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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 Jan 3, 2024

Chief Executive Officer Date

Manuel Da Silva

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

District / Project Name:	Newark/Salome Urena School
DOE # / Project #:	3570-317-21-0BBP
Charter Date:	01/03/24

Special Considerations:

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

Project Budget:

GC Task Order with Design Costs	
Design & Construction Costs	\$380,460
Allowances	\$35,000
Construction Contingency	\$100,000
Total Construction Costs	\$515,460
Other Costs:	
CM Services	\$100,000
Project Management (SDA Staff)	\$60,000
Other Costs	\$40,000
Total Other Costs	\$200,000
PreDevelopment & Environmental Costs:	
PreDevelopment	\$29,269
Environmental/Remediation	\$0
Total PreDevelopment & Environmental Costs	\$29,269
Total Project Budget	\$744,729
2011 Emergent Reserve Impact	
Prior Funding Approved	\$488,669
Current Funding Requested	\$256,060

Resolution—6b.

Change Order No. 1 - Approval of Final Project Charter, Release of Funds from Program Reserve and Re-establishment of Contract Value - Newark Public School District – Salome Urena Elementary- Masonry Repointing and Replacement - EP-0125-C01

Resolution

WHEREAS, the Operating Authority of the New Jersey Schools Development Authority (SDA or the Authority) provides that an emergent change order (CO) that singularly exceeds \$250,000 or singularly or in the aggregate is greater than 10% of the contract value as well as final project charters requires approval by the Members of the Authority; and

WHEREAS, the Operating Authority further 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 for the award of construction contracts greater than \$500,000 as well as final project charters; and

WHEREAS, the Salome Urena Elementary School Project (School or Project) includes necessary and emergent masonry repointing and replacement at the School, which serves 368 students in grades Pre-K through 8; and

WHEREAS, in February 2022 the SDA engaged Van Note Harvey Associates for the performance of initial project scope development services to address these conditions; and

WHEREAS, at the conclusion of project scope development services, the SDA determined to advance the Project through the engagement of a general contractor (GC) utilizing the SDA's General Construction Services Task Order Contract, and to require the GC to engage the services of a design consultant to complete needed design services; and

WHEREAS, the contract was issued to Integrated Construction Enterprises (ICE) utilizing the General Construction Services Task Order (GC Task Order) Contract with design; and

WHEREAS, the original award for this engagement was based upon ICE's review of the Request for Proposal (RFP) scope documents presented at the time of bid by the SDA, and based upon ICE's development of the design, schedule for construction and the refinement of scope, along with the establishment of expectations for the timing of material delivery and considering building accessibility, the contract amount originally allocated for the Project is determined to be insufficient; and

WHEREAS, CO No. 1, with a proposed amount of \$101,791, is required to provide the amount equal to the differential in cost between the original contract amount allocated for construction and the actual finalized, negotiated and agreed to construction cost required to effect the masonry repointing and replacement work; and

WHEREAS, if approved, the proposed adjusted contract price for ICE to address the Project, inclusive of CO No. 1, will total \$415,460; and

WHEREAS, SDA staff have determined that the revised contract value, inclusive of this change order, represents the true value of the work necessary to implement the masonry repointing and replacement Project; and

WHEREAS, the contract amount for ICE, which is \$415,460, inclusive of CO No. 1, and the design costs, construction costs, contingencies, allowances, SDA staff and other costs is estimated at a value in the amount of \$744,729; and

WHEREAS, for the reasons set forth in the memorandum presented to the Board, it is also now necessary to revise the Project's final charter and provide the increased funding necessary to ensure that sufficient funds exist to support completion of the Project; and

WHEREAS, the additional funding provided by CO No. 1 will support completion of the remaining work inclusive of staff and contingency costs; and

WHEREAS, management has determined that the adjusted contract value, inclusive of C O No. 1 totaling \$415,460.00 is the appropriate baseline for the on-going application of Operating Authority requirements to the Project and recommends the Members' approval of the same; and

WHEREAS, SDA management will again seek Board approval should future change orders individually exceed \$500,000, or singularly or in the aggregate exceed 10% of the reestablished contract amount; and

WHEREAS, it is further necessary to release the sum of \$256,060 from the SDA Program Reserve for emergent projects, as the total Project budget is \$744,729 and prior funding was approved in the amount of \$488,729, leaving a difference of \$256,060; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Members of the Authority hereby authorize and approve the issuance of Change Order No. 1 in the lump sum value of \$101,791.00 to provide the construction services required for masonry repointing and replacement for the Newark Salome Urena Elementary School Emergent Project.

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

BE IT FURTHER RESOLVED, that the Members of the Authority approve the release of \$256,060 from the SDA Program Reserve maintained for Emergent Projects; and

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

BE IT FURTHER RESOLVED, that these four related actions are necessary and appropriate to address and facilitate advancement of the Project.

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

Attached: Memorandum, — Change Order No. 1, Approval of Final Project Charter, Release of Funds from Program Reserve for Emergent Projects and Re-establishment of Contract Value, Newark Public School District - Salome Urena Elementary School, dated, January 3, 2024

Dated: January 3, 2024

**Preliminary Project Charter - Pleasantville Public School District – New Decatur Avenue
Elementary School**



MEMORANDUM

TO: Members of the Authority

FROM: David Magyar
Program Director, Design Studio

Gregory Voronov
Managing Director, Planning & Program Operations

DATE: January 3, 2024

SUBJECT: Preliminary Project Charter

RE: Pleasantville Public School District – New Decatur Avenue Elementary School

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 Pleasantville Public School District (District) replacement elementary school project (the Project) for approximately 539 students. The Project would address overcrowding and be constructed on the existing Decatur Avenue School site. The existing Decatur Avenue School will be demolished as part of the project. 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 District, the NJSDA 2022 Capital Plan identified a new replacement school project for validation prior to advancement. Analysis of enrollment data has confirmed that the District lacks capacity for approximately 300 students in grades Pre-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 vacant Decatur Avenue School site. The existing Decatur Avenue School constructed in 1922 is an approximately 16,000 square foot facility which has been vacant for several years as it is in an unsuitable condition to continue to be utilized as a school 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 91,000 SF new school facility. The new facility will provide capacity to educate approximately 600 students in grades Pre-K to 5. While the 2022 Capital Plan anticipated advancement of a project for grades K to 5, current validation of District needs has determined that additional Pre-K capacity is also needed.

Advancement of this Project will fully address District capacity needs in grades Pre-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 \$65.8 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 Pleasantville Public School District's New Pre-K to 5 School Project. In so doing, the Board is authorizing Authority management to procure the professional and construction services necessary to advance this Project.

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

Recommended by:

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

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

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

New Jersey Schools Development Authority Project Charter - Summary

Charter Date
01/03/24
Supersedes Charter Dated
N/A

Region: Southern
District: Pleasantville
Project Name: New Decatur Avenue ES
School Type: Elementary School
DOE # / Project #: 4180-N01-24-1000 / 4180-N01-24-0CCE
Project Type (New/Add/Reno): New
Project Location: 115 W Decatur Ave. Pleasantville, NJ
Number of Students: 601 (FES Capacity) 658 (Maximum Capacity)

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

Funding Source
2022 Capital Plan

Project Budget: \$ 65,750,000
Anticipated Substantial Completion Date: TBD
Anticipated School Occupancy Date: TBD
Project Team Leader: TBD
Project Initiation Date: Aug-23
SDA Board - Project Charter Approval Date: 01/03/24

Funding Allocated
\$65,750,000

District Local Share
\$0

Charter Version and Date	Project Summary
<input type="checkbox"/> Planning <input checked="" type="checkbox"/> Preliminary 01/03/24 <input type="checkbox"/> Final	New grade Pre-K to 5 School on the existing Decatur Avenue School site to educate approximately 600 students.
Purpose for Advancement of Current/Revised Project Charter	
Revision # and Date <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Three <input type="checkbox"/> Four <input type="checkbox"/> Five <input type="checkbox"/> Six	Project advancement including in-house design and procurement of necessary professional and construction services for the project.
District Project Goals	
	A new school to mitigate district-wide overcrowding at the elementary grade levels.

Recommendation

Program Director - Program Operations Date TBD		/s/ Gregory Voronov Managing Director - Planning & Program Operator Date Gregory Voronov		Jan 3, 2024
/s/ David Magyar Director - Design Studio Date David Magyar		VP - Prog. Ops. and Strategic Planning Date Vacant		

Approval

/s/ Manuel Da Silva Chief Executive Officer Date Manuel Da Silva	Jan 3, 2024
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New Jersey Schools Development Authority Project Charter - Milestones & Delivery Method

Charter Date
01/03/24

District / Project Name:	Pleasantville / New Decatur Avenue ES
DOE # / Project #:	4180-N01-24-1000 / 4180-N01-24-OCCE

Project Milestones	Date
School Occupancy Date	TBD

DELIVERY METHOD	Design/Build
------------------------	---------------------

<u>Real Estate Services</u>	<u>Start</u>	<u>Est.</u>	<u>Act.</u>	<u>Finish</u>	<u>Est.</u>	<u>Act.</u>
Feasibility	10/05/23	<input type="checkbox"/>	<input checked="" type="checkbox"/>	05/13/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Investigations	10/05/23	<input type="checkbox"/>	<input checked="" type="checkbox"/>	05/13/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Acquisition	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Relocation	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Existing School Demolition & Site Work	07/19/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	06/19/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Early Site Package	07/19/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	06/19/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deed Restriction Required?	TBD	Date				
District Notified?	<input type="checkbox"/>	<input type="checkbox"/>				
Classification Exception Area?	TBD					
District Notified?	<input type="checkbox"/>	<input type="checkbox"/>				

Special Considerations

<u>Design:</u>	<u>Date</u>	<u>Est.</u>	<u>Act.</u>	<u>Finish</u>	<u>Est.</u>	<u>Act.</u>
Design Start (NTP)	08/18/23	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Program Concept Phase	08/18/23	<input type="checkbox"/>	<input checked="" type="checkbox"/>	02/15/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schematic Design	04/11/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	09/25/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bridging Documents	07/22/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10/28/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build Bid/Award	10/21/24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	05/19/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design-Build NTP	05/20/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	06/10/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final Design	06/11/25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	03/01/26	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Special Considerations

<u>Construction:</u>	<u>Date</u>	<u>Est.</u>	<u>Act.</u>
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

01/03/24

District / Project Name: Pleasantville / New Decatur Avenue ES
DOE # / Project #: 4180-N01-24-1000 / 4180-N01-24-OCCE

2012 Capital Plan Funding Allocation \$ **65,750,000**

Special Considerations:

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

Project Budget:

Gross Building Area (GSF):		Grossing Factor:
		1.55
	New	91,000
	Addition	0
	Renovation	0
Total Gross Building Area (GSF):		91,000
Estimated Building Cost / GSF		
	New Construction Cost/GSF	\$434.07
	Renovation Cost/GSF	

Design-Builder Costs

Design	\$2,400,000
Building Costs	\$39,500,000
Site Development Costs	\$2,300,000
Allowances	\$1,000,000
Design Contingency	\$4,420,000
Construction Contingency	\$2,210,000
Total Construction Costs	\$51,830,000

Pre-Development Costs:

Consultant Services	\$520,000
ESP Existing School Demolition	\$2,700,000
Land Acquisition	\$0
Relocation	\$0
Property Maintenance/Carry Costs	\$0
Total Pre-Development Costs	\$3,220,000

Other Costs:

Bridging Design Services	\$1,500,000
In-House Design & Project Management	\$2,500,000
Construction Management Services	\$2,200,000
FF&E	\$1,800,000
Technology	\$1,800,000
Temporary Space	\$0
Other Costs	\$900,000
Total Other Costs	\$10,700,000

Other Funding Sources

Rebates & Refunds	\$0
District Local Share Funds	\$0
Total Other Funding Sources	\$0

Total Project Budget	\$65,750,000
Funding from Prior Allocation	\$0
Funding from 2022 Capital Plan	\$65,750,000

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

Charter Date

01/03/24

District / Project Name: Pleasantville / New Decatur Avenue ES
DOE # / Project #: 4180-N01-24-1000 / 4180-N01-24-0CCE

Project Budget:

	Capital Plan Estimate	Preliminary Charter	VARIANCE Fav/(Unfav)
Grossing Factor:	N/A	1.55	N/A
Gross Building Area (GSF):			
New	N/A	91,000	N/A
Addition	N/A	0	N/A
Renovation	N/A	0	N/A
Total Gross Area (GSF):	N/A	91,000	N/A
Design-Builder Costs			
Design	N/A	\$2,400,000	N/A
Building Costs	N/A	\$39,500,000	N/A
Site Development Costs	N/A	\$2,300,000	N/A
Allowances	N/A	\$1,000,000	N/A
Design Contingency	N/A	\$4,420,000	N/A
Construction Contingency	N/A	\$2,210,000	N/A
Total Construction Costs	N/A	\$51,830,000	N/A
Pre-Development Costs:			
Consultant Services	N/A	\$520,000	N/A
ESP Existing School Demolition	N/A	\$2,700,000	N/A
Land Acquisition	N/A	\$0	N/A
Relocation	N/A	\$0	N/A
Property Maintenance/Carry Costs	N/A	\$0	N/A
Total Pre-Development Costs	N/A	\$3,220,000	N/A
Other Costs:			
Bridging Design Services	N/A	\$1,500,000	N/A
In-House Design & Project Management	N/A	\$2,500,000	N/A
PMF/CM	N/A	\$2,200,000	N/A
FF&E	N/A	\$1,800,000	N/A
Technology	N/A	\$1,800,000	N/A
Temporary Space	N/A	\$0	N/A
Other Costs	N/A	\$900,000	N/A
Total Other Costs	N/A	\$10,700,000	N/A
Other Funding Sources			
Rebates & Refunds	N/A	\$0	N/A
District Local Share Funds	N/A	\$0	N/A
Total Other Funding Sources	N/A	\$0	N/A
Total Project Budget	N/A	\$65,750,000	N/A
Funding from Prior Allocation	\$0	\$0	\$0
Funding from 2022 Capital Plan	N/A	\$65,750,000	N/A

Budget Variance Analysis:

Resolution—6c.

Preliminary Project Charter Pleasantville Public School District – New Decatur Avenue Elementary 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 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 Pleasantville Public School District (District) to address overcrowding and provide capacity for approximately 600 students; and

WHEREAS, as proposed, the Project would be constructed on the existing Decatur Avenue Elementary School site which has been vacant for several years as it is in an unsuitable condition to continue to be utilized as a school facility; 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, based on that review, the recommended Project scope calls for the construction of an approximately 91,000 SF new school facility which will provide capacity to educate approximately 600 students in grades Pre-K to 5, and will fully address District capacity needs in grades Pre-K to 5; 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, 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 \$65.8 million for the Project reflected in the Charter includes all estimated costs necessary for advancement of the planned Project scope, with costs based upon the application of planning estimates to the current anticipated Project scope; and

WHEREAS, SDA management requests and recommends that the Members of the Authority approve the Preliminary Project Charter for the Pleasantville Public School District’s New Decatur Avenue 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 Pleasantville Public School District's New Decatur Avenue 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, Pleasantville Public School District,
New Decatur Avenue Elementary School, dated January 3, 2024

Dated: January 3, 2024

MONTHLY REPORTS
(For Informational Purposes)

ACTIVE PROJECTS STATUS REPORT



MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov
Managing Director

DATE: January 3, 2024

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

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

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

Portfolio Projects Activities Summary

as of 12/18/23

2022 Portfolio Projects - sorted by Advancement Status, District

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

Notes

PLEASE NOTE - Dates in past are actual.

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

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

Portfolio Projects Activities Summary

as of 12/18/23

2012 Portfolio Projects (Active) - sorted by District

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

Notes

PLEASE NOTE

- Dates in past are actual.

NOTE #1

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

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

Portfolio Projects Activities Summary

as of 12/18/23

2012 Portfolio Projects (Completed) - sorted by District

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

Notes

PLEASE NOTE - Dates in past are actual.

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

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

Portfolio Projects Activities Summary

as of 12/18/23

2011 Portfolio Projects (Completed) - sorted by District

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

Notes
PLEASE NOTE - Dates in past are actual.

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



Active Project Status Report Status as of 12/1/2023

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



Active Project Status Report Status as of 12/1/2023

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

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 November 2023

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

No Activity To Report for Projects Active in Construction

Substantially Complete & Building Occupied

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

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

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



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

Reporting Period: November 2023

#	Event Date	District	Project	Board Approved Project Charter SubComp Date	Current Contract SubComp Date	Forecasted Contract SubComp Date	# of Days Behind Schedule	Cause(s)	Current Status
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No Activity During the Reporting Period



Revisions to Project Charters

Reporting Period: November 2023

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

CONTRACTS EXECUTED REPORT/AMENDMENTS & CHANGE ORDERS REPORT



MEMORANDUM

TO: Members of the Authority

FROM: Gregory Voronov
Managing Director, Program Operations

DATE: January 3, 2024

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

Contracts Executed Report

This report contains the activity of Contracts executed during the period November 1, 2023 through November 30, 2023.

Noteworthy Items during the reporting period:

- Executed 1 General Construction contract for the Keansburg School District TCU removal and site construction project with Seawolf Construction DBA Imperial Construction for \$1.3M.

Amendments & Change Orders Report

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

Noteworthy Items during the reporting period:

- 16 Construction Services Change Orders were executed during the reporting period totaling \$546k, of the executed change orders one required Board approval totaling \$400k.

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: 11/1/2023 through: 11/30/2023

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
Part 2. Construction Services										
Contractor										
Keansburg Borough	Port Monmouth Road School	RenoAdd	Construction	ET-0098-C02	Seawolf Const Corp. DBA Imperial Const & Electric		\$1,334,000	11/20/2023	1,387,135.00	\$1,387,135
Contractor										
Part 2. Construction Services							\$1,334,000			\$1,387,135

Contracts Executed Report

Reporting Period: 11/1/2023 through: 11/30/2023

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
Part 4. Other Contracts & Services										
Others										
Perth Amboy	New Perth Amboy High School	New	FFE	ET-0099-K12	SHI International, Inc		\$214,082	11/26/2023	-	
Others										
Part 4. Other Contracts & Services							\$214,082			Total Contracts Awarded
Grand Totals - Professional and Construction Services Combined							\$1,548,082			2

**** 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: 11/1/2023 through: 11/30/2023

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 %
Construction Services													
Contractor													
City Of Orange Township	Cleveland Street E.S.	ES-0043-C02	5/2/2023	4	Terminal Construction Corp.	11/9/2023	\$19,434,958	\$14,138	\$42,247			\$19,491,343	0.29%
City Of Orange Township	Cleveland Street E.S.	ES-0043-C02	5/2/2023	5	Terminal Construction Corp.	11/9/2023	\$19,434,958	\$56,385	\$4,424			\$19,495,767	0.31%
Irvington Township	Grove Street E.S.	EP-0119-C01	3/29/2022	4	Catcord Construction Co., Inc.	11/9/2023	\$2,832,782	\$134,762	\$400,466	Y	10/4/2023	\$3,368,010	18.89%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	39	Niram Inc.	11/9/2023	\$18,645,000	\$1,515,990	\$3,266			\$20,164,257	8.14%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	41	Niram Inc.	11/9/2023	\$18,645,000	\$1,519,257	\$2,768			\$20,167,024	8.16%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	53	Niram Inc.	11/9/2023	\$18,645,000	\$1,522,024	\$9,774			\$20,176,799	8.21%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	71	Niram Inc.	11/9/2023	\$18,645,000	\$1,531,799	\$5,843			\$20,182,641	8.24%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	75	Niram Inc.	11/17/2023	\$18,645,000	\$1,537,641	\$2,137			\$20,184,778	8.25%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	76	Niram Inc.	11/17/2023	\$18,645,000	\$1,539,778	\$55,954			\$20,240,732	8.55%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	55	Niram Inc.	11/21/2023	\$18,645,000	\$1,595,732	\$1,637			\$20,242,369	8.56%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	79	Niram Inc.	11/28/2023	\$18,645,000	\$1,597,369	\$1,528			\$20,243,897	8.57%
Keansburg Borough	Port Monmouth Road School	ET-0098-C01	12/19/2019	80	Niram Inc.	11/28/2023	\$18,645,000	\$1,598,897	\$894			\$20,244,791	8.58%
Trenton	Trenton Central H.S.	WT-0022-C03	1/26/2022	2	Ernest Bock & Sons, Inc.	11/9/2023	\$1,556,864	\$0	\$16,145			\$1,573,009	1.03%
Trenton	Trenton Central H.S.	WT-0022-C03	1/26/2022	3	Ernest Bock & Sons, Inc.	11/21/2023	\$1,556,864	\$16,145	\$25,356			\$1,598,365	2.66%
Perth Amboy	New Perth Amboy High School	ET-0099-B01	1/6/2020	17	Terminal Construction Corp.	11/28/2023	\$247,950,000	\$2,626,032	\$2,370			\$250,578,402	1.06%
Perth Amboy	New Perth Amboy High School	ET-0099-B01	1/6/2020	18	Terminal Construction Corp.	11/28/2023	\$247,950,000	\$2,628,402	(\$29,004)			\$250,549,398	1.04%
Contractor													
Construction Services													
									\$545,805				

Grand Totals		\$545,805	Total Change Orders 16
Column Description Legend			
CO Execution Date	Date the Change Order was entered into the SIMS system		
Revised Contract Amount	Current value of the contract (excluding additional assignments) including current change order		

CONTRACT TERMINATIONS REPORT *(no activity)*

SETTLEMENT CLAIMS *(no activity)*

DIVERSITY AND WORKFORCE PARTICIPATION REPORT



**STATE OF NEW JERSEY
SCHOOLS DEVELOPMENT AUTHORITY**

MEMORANDUM

TO: Members of the Authority
FROM: J Manuel Castillo, Director – EEO/Affirmative Action & Vendor Services
DATE: January 3, 2024
RE: Diversity and Workforce Participation Monthly Update for October 2023

The EEO/Affirmative Action & Vendor Services Team consistently participates in mandatory pre-bid and pre-construction meetings to inform and provide guidance to vendors regarding SDA’s Small Business Enterprise (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 fully contracted dollars awarded in October 31, 2023 was \$186,900. The total fully contracted dollars awarded in 2023 through October 31, 2023 was \$38,946,326. Of that total, \$14,314,996 was awarded to SBEs, including any minority, female and veteran owned SBEs. This represents an SBE current participation of 30.89% of all NTP-issued SDA contracts awarded in calendar year 2023. Participation will continue to increase as prime contractors hire additional subcontractors/subconsultants throughout the lifecycle of the construction project.

Diversity Breakdown

Type of Business Enterprise	Contract Amount	% of Total SDA Contracts
Small Business Enterprises	\$ 12,031,996	30.89%
Minority Business Enterprises	\$ 1,000,000	2.57%
Women Business Enterprises	\$ 1,283,000	3.29%
Minority/Women Owned Business Enterprises	\$ -0-	0.00%
Veteran Owned Business Enterprises	\$ -0-	0.00%
Disabled Veteran Owned Business Enterprises	\$ -0-	0.00%
TOTAL DIVERSITY CONTRACTS	\$ 14,314,996	36.76%

WORKFORCE PARTICIPATION

For the month of October 2023, there was a contractor workforce of 490 on SDA projects. This workforce has to this point amassed a total of 42,287 contractor workforce hours. This is explained in more detail below:

Contractor Workforce Breakdown (All Trades/Districts/Counties)			
Ethnicity	Total Workforce	Total Workforce Hours	Workforce Hours Percentage
Black	36	3,629	8.58%
Hispanic	102	6,713	15.88%
Indigenous American	0	0	0.00%
Asian	1	7	0.02%
Total Minority Participation	139	10,349	24.47%
Total Non-Minority Participation	351	31,938	75.53%
Total Contractor Workforce	490	42,287	100.00%

There was a contractor workforce of 399,473 total workforce hours on SDA projects for the period of January 1, 2023 through October 31, 2023, which includes 8,391 total female workforce hours.

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

Local County Contractor Workforce Participation	Workforce Hours	Percentage
*Total Workforce Hours	399,473	100.00%
*Total Local County Workforce Hours	34,323	8.59%
Total Local County Non-Minority Workforce Hours	24,773	6.20%
Total Local County Female Workforce Hours	597	0.15%
Total Local County Minority Workforce Hours		2.39%
**Local County Workforce Hours by Race/Ethnicity:		
Black	1,702	0.43%
Hispanic	7,584	1.90%
Indigenous American	0	0.00%
Asian	264	0.07%

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

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

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

The following table represents contractor minority and female workforce for all SDA active Capital Projects and all active and completed Emergent Projects for the period of January 1, 2023 through October 31, 2023.

SDA Managed Project	Total Workforce Hours	Minority Workforce Hours & Percentage		Local County Workforce Hours & Percentage	
Millville HS	9,571	1,308	13.67%	416	4.35%
Orange HS	1,087	336	30.91%	82	7.54%
Perth Amboy HS	340,804	92,627	27.18%	29,213	8.57%
Plainfield ES	23,925	5,642	23.58%	55	0.23%
Cleveland St ES	18,990	7,795	41.05%	955	5.03%
Emergent Projects	4,847	3,531	72.85%	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: January 3, 2024

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 November 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.
- 4 grants impacting 3 districts were closed out during the reporting period representing total project costs of \$10.3M and state share of \$5.6M.
- Since inception, approximately \$2.96B has been disbursed to 523 regular operating districts through the grant program.
- Since inception over \$3.3B in funding has been approved by the Department of Education and offered to regular operating districts through the grant program.

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

ROD Grant Summary Since Program Inception				
	Offered¹	Executed	Closed-Out	Active
Districts Impacted	-	523	520	36
Number of Grant Projects	-	5,394	5,244	150
Total Project Cost Estimate	\$ -	\$ 8,937,045,882	\$ 8,827,174,280	\$ 109,871,601
Grant Amount	\$ -	\$ 2,998,336,615	\$ 2,945,538,079	\$ 52,798,536
Amount Disbursed	N/A	\$ 2,959,788,859	\$ 2,945,538,079	\$ 14,250,780

Total Funding Offered to School Districts via Grant Program	\$ 3,342,209,450
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Total ROD Grant Funding remaining for new Grant Projects	\$ 477,421,817
--	----------------

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

Monthly Activity ROD Grant Summary		
	Executed	Closed-Out
Districts Impacted	-	3
Number of Grant Projects	-	4
Total Project Cost Estimate	\$ -	\$ 10,303,804
Grant Amount	\$ -	\$ 5,553,843
Amount Disbursed	NA	\$ 5,553,843

* 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

MEMORANDUM

TO: Members of the Authority
FROM: /s/ Edye Maier, Director of Communications
DATE: January 3, 2024
RE: Monthly Communications Report

SDA Joined by Union City School District Officials and Students for Beam Signing Ceremony



On September 12, 2023, SDA was joined Union City School District officials, state and local officials, and Union City students at a ceremonial beam signing for the new Grade 7 to 9 School. The event highlighted the construction progress of the new 132,000 square-foot school, with the six-story steel structure nearly complete. Those present, including SDA Chairman, Robert Nixon, had an opportunity to sign their name to a piece of steel that will become a permanent part of the \$93.7 million structure.

One highlight of the event, was remarks from Noah Mathis, a Union City seventh grade middle school student. He spoke of his excitement for the new school. He said, “This new middle school is going to be a great solution to alleviate the overcrowding that Union City has in our middle schools currently. Not only will this new building have an amazing structure with new innovative technology, but also it will have new state-of-the-art areas for hydroponics, STEM, theater, athletics, and performing arts. I have no doubt that this will be one of the best middle schools in

Communications Report

January 3, 2024

Page 2 of 2

New Jersey. As I will be a 9th grader for the opening of the school, I am excited and look forward to the day that I step foot into this new middle school, my new home.”

MONTHLY FINANCIAL REPORT



MEMORANDUM

TO: Members of the Authority

FROM: Sherman E. Cole, MBA, CPA
Controller

DATE: January 3, 2024

RE: Monthly Financial Report – November 2023

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

For November 2023 year to date, Authority operating expenses, **\$11.5M**, are **\$3.4M** lower than budget for the corresponding period. This variance is attributable to lower spending activity for personnel costs **\$2.5M**, information systems **\$736K**, professional and other contracted services **\$589K**, and facilities and general office expenses **\$171K**. This variance is offset by a lower payroll and benefits expense allocation to project costs, **\$993K**.

The full time employee (FTE) headcount is 130 as of November 30, 2023. This total represents a 20 FTE decrease in comparison to the year to date budgeted headcount.

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

For November 2023 year to date, Authority operating expenses, **\$11.5M**, are **\$931K** lower when compared to the corresponding prior year. This variance is primarily attributable to year-over-year decreases in personnel costs **\$241K** and a higher payroll and benefits expense allocation to project costs **\$451K**.

The current number of FTEs, 130, is up by 1 FTE as compared to the corresponding prior year headcount.

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

For November 2023 year to date, project costs, **\$232.2M**, are **\$23.6M** lower than the capital spending forecast for the corresponding period. This variance is attributable to decreased spending for construction work **\$25.8M**, grant agreements **\$6.7M**, design services **\$2.2M**, project insurance **\$1.3M**, construction management services **\$996K**, and lower payroll and benefits expense allocation to project costs **\$993K**. Partially offsetting this variance is the increase in acquisition costs associated with the purchase of a school facility in 2023, **\$15.5M**.

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

For November 2023 year to date, project expenditures, **\$232.2M**, are lower by **\$25.1M** when compared to the corresponding prior year. This variance is attributable to decreases in spending for construction work **\$21.7M**, grant agreements **\$11.1M**, school furniture and equipment **\$8.8M**, and construction management services, **\$1.3M**. This variance is partially offset by an increase in acquisition costs associated with the aforementioned purchase of a school facility, **\$15.5M**, project insurance, **\$1.3M**, design services **\$1.2M**, and payroll and benefits expense allocation to project costs **\$451K**.

Other

Since program inception, 80.4% of the funds authorized for the SDA Districts have been disbursed. Additionally, since program inception, 96% of all SDA disbursements relate to school facility projects and 4% relate to operating expense.

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

Attachment

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

New Jersey Schools Development Authority

Overview of Financial Position

November 30, 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, November 30, 2023.

► Overall **Cash and Cash Equivalents** have increased by \$97.4 million to \$500.3 million, as follows:

■ Appropriation from State	\$ 325,000,000
■ Investment earnings	15,724,487
■ Miscellaneous revenue	23,638
■ Project costs	(232,247,094)
■ SDA operating expenses	(11,471,402)
■ SDA capital expenditures	(133,324)
■ Deposits (primarily district local shares)	523,362
Net Change in Cash	\$ 97,419,667

► **Prepaid Expenses** total \$134,765 as follows:

- Prepaid insurance of \$50,252.
- Prepaid security deposit of \$55,798 for the Authority's leased swing space.
- Prepaid MIS maintenance service contracts of \$26,788.
- Other prepaids of \$1,927.

► **Capital Assets** total \$1,264,450 (net of accumulated depreciation of \$9,160,767), 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 \$133,324 and **Depreciation Expense** is \$488,084.

► **Accrued Liabilities** total \$82.6 million, as follows:

- Accrued project costs of \$18.2 million consisting of unpaid invoices (\$4.5 million) and retainage (\$13.7 million). Project-related lease liabilities are \$0.5 million.
- Net pension liability of \$29.4 million.
- Other post-employment benefits obligation of \$24.7 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 \$5.5 million.
- Payroll related liabilities of \$1.6 million.
- Other accrued liabilities of \$0.1 million, including non-project lease liabilities of \$0.2 million.

► **Deposits** total \$8.5 million, as follows:

- \$8.5 million is held for local share agreements (pass-through item).

► The Authority's **Net Position** at month end is \$392.8 million.

New Jersey Schools Development Authority

School Facilities Project Expenditures & Funding Allocation

November 30, 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 & \$325.0 million in appropriations. The total amount received since program inception is \$12.4 billion.
- Project expenditures for the month and year-to-date periods total \$19.4 million and \$232.2 million, respectively, as follows:

Category	Current Month	Year-To-Date	Since Inception
Construction	\$ 12,087,757	\$ 126,548,007	\$ 5,790,395,119
Design Services	10,208	1,306,272	414,261,766
PMF/CM Services	160,947	2,774,168	482,266,123
SDA Project Management	791,057	9,064,603	140,148,399
Property Acquisition, Relocation & Enviro	273,570	16,876,307	603,194,700
School Furniture, Fixtures & Equipment	215,867	5,114,924	241,342,918
Project Insurance	1,059,018	1,265,610	115,865,578
NJ State Inter-Agency Transfers	98,509	643,930	53,720,329
SDA District Grant & Funding Agreements	-	42,585,921	980,304,987
Regular Operating District Grant Agreements	4,618,733	25,297,741	3,011,590,377
Real-Time Project Audits	19,167	184,848	1,249,525
Property Management, Maintenance & Utils	-	250,132	19,383,159
Outside Legal & Claims Resolution Services	50,455	195,989	12,440,269
Temporary Staffing	-	35,055	10,761,494
Other Project Costs	898	158,448	62,598,975
Project Credits	-	-	(54,902,944)
Total Project Expenditures	19,386,186	232,301,955	11,884,620,774
Less: Local Share Contributions	-	(54,861)	(185,167,300)
Project Expenditures (State Share)	\$ 19,386,186	\$ 232,247,094	\$ 11,699,453,474
2023 Capital Spending Forecast	\$ 15,110,685	\$ 255,876,770	

Allocations Since Program Inception

► **All Funding Sources & Expenditures**

	All Sources ¹	Total Funding ²	Paid to Date ³
■ SDA Districts	\$ 10,800,000,000	\$ 10,943,980,119	\$ 8,796,838,467
■ RODs Incl Vo-Tech Schools	4,025,000,000	4,082,514,914	3,435,617,932
Total - State Share	\$ 14,825,000,000	\$ 15,026,495,033	\$ 12,232,456,399

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

■ SDA Districts	80.4%
■ RODs Incl Vo-Tech Schools	84.2%
Total - State Share	81.4%

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

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

3 These amounts include the allocation of SDA operating expenses and capital expenditures totaling \$533,002,925.

New Jersey Schools Development Authority
Fund Reporting Operating Expenses vs Budget
November 30, 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>
Personnel Expenses:			
Employee Salaries	\$ 11,520,916	\$ 13,281,557	\$ (1,760,641)
Employee Benefits	5,469,079	6,187,280	(718,201)
Direct Hire Temporary Employee Costs	8,071	44,407	(36,336)
Total Employee Salaries & Benefits Costs	16,998,066	19,513,244	(2,515,178)
Less: Employee Salaries & Benefits Costs			
Charged to Projects	9,064,603	10,057,593	(992,990)
Salaries & Benefits Charged to Operating Expense	7,933,463	9,455,651	(1,522,188)
Temporary Staffing Services	-	137,500	(137,500)
Travel & Expense Reimbursements	14,804	28,325	(13,521)
Training & Professional Development	25,210	86,900	(61,690)
Total Personnel Expenses	7,973,477	9,708,376	(1,734,899)
Non-Personnel Operating Expenses:			
Facilities & General Office Expenses	1,976,567	2,147,288	(170,721)
Information Systems	735,285	1,471,339	(736,054)
Professional & Other Contracted Services	216,523	805,800	(589,277)
Property & Casualty Insurance	470,561	507,265	(36,704)
SDA-Owned Automobiles	87,877	138,337	(50,460)
Communications & Outreach	2,420	3,663	(1,243)
Reserve for Unforeseen Events & New Initiatives	-	45,837	(45,837)
Total Authority Operating Expenses	\$ 11,462,710	\$ 14,827,905	\$ (3,365,195)

2023 Annual Operating Budget

\$ 15,910,844

New Jersey Schools Development Authority

Fund Reporting Operating Expenses vs Prior Year

November 30, 2023

<u>Category</u>	<u>Actual</u> <u>Year-To-Date</u>	<u>2022</u> <u>Year-To-Date</u>	<u>Over/</u> <u>(Under)</u>
Personnel Expenses:			
Employee Salaries	\$ 11,520,916	\$ 11,786,951	\$ (266,035)
Employee Benefits	5,469,079	5,418,933	50,146
Direct Hire Temporary Employee Costs	8,071	33,398	(25,327)
Total Employee Salaries & Benefits Costs	16,998,066	17,239,282	(241,216)
Less: Employee Salaries & Benefits Costs Charged to Projects	9,064,603	8,613,729	450,874
Salaries & Benefits Charged to Operating Expense	7,933,463	8,625,553	(692,090)
Temporary Staffing Services	-	-	-
Travel & Expense Reimbursements	14,804	18,398	(3,594)
Training & Professional Development	25,210	20,257	4,953
Total Personnel Expenses	7,973,477	8,664,208	(690,731)
Non-Personnel Operating Expenses:			
Facilities & General Office Expenses	1,976,567	1,917,882	58,685
Information Systems	735,285	895,657	(160,372)
Professional & Other Contracted Services	216,523	381,068	(164,545)
Property & Casualty Insurance	470,561	424,858	45,703
SDA-Owned Automobiles	87,877	109,454	(21,577)
Communications & Outreach	2,420	1,022	1,398
Reserve for Unforeseen Events & New Initiatives	-	-	-
Total Authority Operating Expenses	\$ 11,462,710	\$ 12,394,149	\$ (931,439)

New Jersey Schools Development Authority

Employee Headcount

November 30, 2023

	<u>Current Month End</u>	<u>Budget</u>	<u>Over/ (Under)</u>
Office of Chief Executive Officer	2	2	-
Human Resources	4	4	-
Vacant Positions	0	12	(12)
Communications	3	3	-
Legislative Affairs	1	1	-
EEO/AA & Vendor Services	4	4	-
Office of Program Operations & Strategic Planning	0	1	(1)
Capital Planning & Program Operations	10	10	-
Design Studio	10	12	(2)
Grants Administration	7	7	-
Real Estate Services & Predevelopment	3	2	1
Office of Construction Operations	0	0	-
Project Teams	18	22	(4)
Office of Corporate Governance & Legal Affairs	4	4	-
Chief Counsel	8	7	1
Information Systems	11	12	(1)
Central Records Management	3	3	-
Safety	4	5	(1)
Internal Audit	2	2	-
Office of Chief Financial Officer	1	1	-
Financial Operations	7	7	-
Financial Accounting & Disbursements	11	11	-
Procurement	10	10	-
Risk Management	2	3	(1)
Facilities	5	5	-
Total Full-Time Employees at Month End	<u>130</u>	<u>150</u>	<u>(20)</u>
 Total Full-Time Employees at Year End		<u>150</u>	

New Jersey Schools Development Authority
Statement of Net Position
November 30, 2023

	<u>Current Month End</u>	<u>2022 Year End</u>	<u>Over/ (Under)</u>
ASSETS			
Cash and Cash Equivalents	\$ 500,251,056	\$ 402,831,389	\$ 97,419,667
Receivables	615	739	(124)
Prepaid Expenses	134,765	127,272	7,493
Capital Assets, net of accumulated depreciation	1,264,450	3,280,015	(2,015,565)
Total Assets	<u>501,650,886</u>	<u>406,239,415</u>	<u>95,411,471</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Amount for Pensions & OPEB	<u>7,491,381</u>	<u>9,950,484</u>	<u>(2,459,103)</u>
TOTAL ASSETS & DEFERRED OUTFLOWS OF RESOURCES			
	<u>\$ 509,142,267</u>	<u>\$ 416,189,899</u>	<u>\$ 92,952,368</u>
LIABILITIES			
Accrued Project Costs	\$ 26,560,157	\$ 50,313,595	\$ (23,753,438)
Net Pension Liability	29,428,895	29,428,895	-
Accrued Other Post-Employment Benefits	24,653,152	24,317,811	335,341
Other Accrued Liabilities	1,929,833	5,409,755	(3,479,922)
Deposits	8,509,774	7,986,412	523,362
Total Liabilities	<u>91,081,811</u>	<u>117,456,468</u>	<u>(26,374,657)</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred Amount for Pensions & OPEB	<u>25,264,768</u>	<u>25,264,768</u>	<u>-</u>
NET POSITION			
Net Investment in Capital Assets	1,264,450	3,280,015	(2,015,565)
Restricted for Schools Construction:			
Special Revenue Fund	<u>391,531,238</u>	<u>270,188,648</u>	<u>121,342,590</u>
Net Position	<u>392,795,688</u>	<u>273,468,663</u>	<u>119,327,025</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES & NET POSITION			
	<u>\$ 509,142,267</u>	<u>\$ 416,189,899</u>	<u>\$ 92,952,368</u>

New Jersey Schools Development Authority
Statement of Activities
November 30, 2023

	<u>Current</u> <u>Year-To Date</u>	<u>2022</u> <u>Year-To Date</u>	<u>Over/</u> <u>(Under)</u>
REVENUES			
Program Revenues:			
Appropriation from State	\$ 325,000,000	\$ 75,000,000	\$ 250,000,000
General Revenues:			
Investment Earnings	15,724,487	4,992,654	10,731,833
Rental Income	5,000	14,070	(9,070)
Other Revenue-OPRA	18,638	10,990	7,648
Total Revenues	340,748,125	80,017,714	260,730,411
EXPENSES			
Administrative & General Expenses	12,271,649	13,745,389	(1,473,740)
School Facilities Project Costs	209,149,451	229,554,402	(20,404,951)
Total Expenses	221,421,100	243,299,791	(21,878,691)
CHANGE IN NET POSITION	119,327,025	(163,282,077)	282,609,102
Beginning of Period Net Position	273,468,663	483,103,647	(209,634,984)
NET POSITION END OF PERIOD	\$ 392,795,688	\$ 319,821,570	\$ 72,974,118

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

RESOLUTION TO ADJOURN INTO EXECUTIVE SESSION

Resolution—8.

Resolution to Adjourn into Executive Session

Resolution

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

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

WHEREAS, the Members of the Authority have before them on this date one matter that, pursuant to N.J.S.A. 10:4-12, are appropriate for consideration in Executive Session consistent with the provisions of the OPMA; and

WHEREAS, the Board will consider in Executive Session proposed Settlement of Cost Recovery Litigation Relating the Paterson International High School Project; and

WHEREAS, the minutes of the Board’s January 3, 2024 Executive Session meeting will be available for release for public review upon the full and final conclusion of all negotiations, legal proceedings, and settlements, and associated matters and/or the execution of all documentation, agreements and leases associated with the matters to be discussed therein.

NOW, THEREFORE, BE IT RESOLVED, that the Members of the Authority hereby resolve to adjourn into Executive Session to consider and deliberate with regard to the matter described herein and, thereafter, to vote on the associated Resolutions No. 6d. upon the Board’s return to Open Session.

BE IT FURTHER RESOLVED, that the minutes of the Board’s January 3, 2024 Executive Session meeting will be available for release for public review upon the full and final conclusion of all negotiations, legal proceedings, settlements, and associated matters, and/or the execution of all documentation, agreements and leases associated with the matters to be discussed therein.

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

Attached: Resolution to Adjourn into Executive Session, dated January 3, 2024

Dated: January 3, 2024