

# Rockaway Borough Board of Education

## SPECIAL MEETING MINUTES

Thomas Jefferson School Cafeteria, 95 East Main Street, Rockaway, NJ 07866

This meeting will be held **ONLY remotely** due to the declared Public Health Emergency

**Tuesday, June 2, 2020: 6:30 PM**

Visit Us on the Web: [rockboro.org](http://rockboro.org)

**INSTRUCTIONS FOR JOINING THE VIRTUAL REMOTE MEETING:**

Meeting ID: 775 1465 9055 Password: 7BXrwa

### **1. Call to Order:**

*The meeting was called to order at 6:30 p.m., by Mrs. Christa Smith, Board President, by reading the following announcement:*

“In accordance with the Open Public Meeting Act, The Rockaway Borough Board of Education has provided adequate notice of this meeting to the public by having the time, date and place thereof advertised in The Citizen newspaper, posted on our website and at town hall. Official Board actions will be taken at this meeting. This meeting is being conducted virtually, in accordance with NJSA 10:4-6, et seq. - the Open Public Meetings Act. **The purpose of this special meeting is to award a construction contract for Interior Improvements at Lincoln School and any other business before the Board.**”

### **2. Board Member Roll Call:**

***Mrs. Linda McGovern, VP- Present***

Elected 2017 Board Member to 1<sup>st</sup> Term (Full 3-year term runs to Dec. 31, 2020)

***Mrs. Alexis Piombino – Present***

Elected 2018 Board Member to 1<sup>st</sup> Term (Full 3-year term runs to Dec. 31, 2021)

***Mrs. Christa Smith, President - Present***

Elected 2019 Board Member to 7th Term (Full 3-year term runs to Dec. 31, 2022)

***Mr. Jeffrey Tobias - Present***

Elected 2017 Board Member to 1<sup>st</sup> Term (Full 3-year term runs to Dec. 31, 2020)

***Mrs. Karen Walter - Present***

Elected 2018 Board Member to 1<sup>st</sup> Term (Full 3-year term runs to Dec. 31, 2021)

***Mrs. Phyllis Alpaugh, Superintendent – Also Present***

Appointed 2017 Chief School Administrator & Non-Voting Board Member (CSA/Supt)

***Mr. William Stepka, SBA/Bd. Sec. – Also Present***

Appointed 2017 School District Business Administrator (BA) & Secretary of the Board

Mr. Stepka declared all Board Members were present along with 1 member of the public, 1 principal and 2 members of the school district staff.

*The Pledge of Allegiance was then held . . .*

### **3. Facilities Renovation Referendum II: Status Update #9**

#### **A. Ref Milestones: Recently Completed Items in Green/Upcoming Items in RED**

- 1) **October 2, 2018:** Referendum I Fails overwhelmingly with 3 separate questions totaling \$19M.
- 2) **Sept 24, 2019:** Referendum II Passes 1Q at \$12.5M: YES: 649 NO: 442, Approved by 207 votes.
- 3) **Oct/Nov/Dec 2019:**
  - a) "Arch/Admin Team" formed (aka "The A-Team"): Supt, BA, Sup of B&G, B&G Asst, and Architects, and will meet at least monthly throughout the entire schedule, and more if/as needed. All Board members are ad-hoc members and invited to attend as desired, with no more than two (2) attending at any one time. The Board also reserves the ongoing right to request all participants involved in the referendum to attend night Board meetings, when deemed necessary and appropriate by the Board and/or the Supt & BA.
  - b) BA & Financial Advisors consult to establish optimum time & method to market bonds.
  - c) Architect to conduct school field site surveys, soil borings, test pits, utility mark outs, and related work to confirm details of projects to be undertaken.
  - d) Board approves the services of Construction Attorney, at an hourly rate, to be utilized as needed.
  - e) Board approves "Reimbursement Resolution" to pay for upcoming "soft costs" before Bonds are sold.
- 4) **Dec/Jan/Feb 2020:**
  - a) Architect, in conjunction with A-Team, to prepare the bid specifications.
  - b) Final review of Architect's Bid Documents/Packets conducted by Board's Construction Attorney & BA. Applied to and received Local Finance Board approval for issuance of school district debt (Jan 8)
  - c) BA to advertise the bids "on the street" for at least 10 calendar days.
  - d) Roof Bids Advertised Fri, Jan 10, 2020.
  - e) Lavs & TJ Vestibule Bids Advertised Fri, Jan 17, 2020.
  - f) Contractor Walk thru meetings; Wed, Jan 22, 2 & 3 pm for Roof & Lav/Vestibule Bids.
  - g) BA formally received, publicly opened, and read aloud all bid prices by each contractor who submitted bids on Thursday, February 13, Open Roof Bids (11a) & Lav/Vestibule Bids (11:30a).
  - h) Bond Sale took place on Wednesday, February 19, 2020; all bonds sold within hours.
  - i) BA informed the Department of Education of debt service payments required for the 2020-21 school year and beyond to secure state funding dollars as previously agreed to. Debt service payments begin approximately 6 months after closing on the sale and will continue for 20 years, to be paid to MCIA on November 1 and May 1 of every year going forward for 20 years.
  - j) Board awarded Roofing & Lavs/Vestibule Contracts at Feb 25<sup>th</sup> meeting.
  - k) BA secures "builders' risk" insurance policy for Board for Roof & Lava Vestibule Contracts.
  - l) Lincoln Heating System & Unit Vent (HVAC) Project moved to summer of 2021.
- 5) **March/April 2020:**
  - a) Bond Sale Closed on March 11, 2020. District received \$12,480,000 in cash (full amount approved by voters, all bond closing costs paid by "premium" paid for bonds by investors - approx \$175K).
  - b) BA to transfer idle funds into allowable investment programs to maximize interest yield.
  - c) Lincoln New Addition/Fire Escape Bid advertised Friday, March 20.
  - d) Lincoln New Addition/Fire Escape Pre-Bid Meeting with contractors: Wednesday, April 1 @ 3:30pm.
- 6) **April/May 2020:**
  - a) Lincoln Interior Improv. & Asbestos Abatement Bid Advertisement: Friday, April 24.
  - b) Lincoln Interior Improv. & Asbestos Abatement Pre-Bid Meeting: Tue, April 28 @ 3:30pm.
  - c) Lincoln Addition/Fire Escape Bid Opening: Wed, April 29 @ 11am, Board Office.

**7) May/June 2020:**

- a) Award contract for Lincoln New Addition/Fire Escape: Wed, May 6 BOE Meeting.
- b) Lincoln HVAC Asbestos Abatement Bid Opening: Tue, May 19 @ 11am, Board Office.
- c) Award contract for Lincoln Interior Improvements/Asbestos Abatement: Tue, June 2 Special BOE Meeting.

**8) June 22, 2020 (Monday)**

- a) Official Groundbreaking Ceremonies? (Will Covid-19 restrictions be over?)

**9) Summer of 2020:**

- a) Projects to be undertaken:
  - i) Lincoln School: Asbestos abatement for unit vents, replacement of exterior fire escape, gym ceiling replacement & gym rooftop unit ventilator, new roof, classroom & cafeteria ceiling repair & abatement, and new interior LED lighting, plaster repair.
  - ii) Lincoln Addition: June 15th: Move trailer, begin construction of 3 classroom addition with a new main office (to be cordoned off and will continue throughout the upcoming 20-21 school year).
  - iii) Thomas Jefferson: Renovate existing restrooms for boys, girls and staff, install new security vestibule in the main entrance, replace selected roofs.

**10) Winter/Spring 2021:**

- a) Repeat all Bid Specifications, advertisement, review and award procedures as stated above for remaining projects to be done in the summer of 2021. (Milestones 4, 5, and 6).
- b) BA to increase "Builders Risk" insurance plan coverage as driven by awarded contract costs.

**11) Summer of 2021:**

- a) Projects to be undertaken:
  - i) Lincoln School: Demo, remove & install new boilers, pumps, piping, classroom unit ventilators, restroom renovations, an electrical panel upgrade, IT closet moved.
  - ii) Lincoln Addition: August 1, 2021 Completion of 3 new classroom additions including new main office and security vestibule; furnish & occupy during the month of August to be ready for the 1st day of school & final removal of trailers after 14 years!
  - iii) Thomas Jefferson: Demo, remove & install new boilers, pumps, piping (removal of asbestos as needed), classroom unit ventilators, hot water heater replacement, electrical panel upgrade, cafeteria & gym rooftop unit ventilator replacement, copper piping replacement, and asbestos tile removal & install new VCT.

**12) August 31, 2021:**

- a) Physical completion of ALL Projects and then, during the fall, the Architect completes "punch list items" and contractors are issued final payments. 9/1/21: Lincoln Addition Opening Ceremonies!
- b) Fall of 2021: final projects punch lists completed and final contractor payments by 11/15/21.

**B. Update on latest Referendum Items being worked on/up for approval:**

1. Mr. Stepka elaborated on the **new items** in **Red**, and **completed items** in **Green**.
2. The Board expressed its interest to hold a Groundbreaking Ceremony.
3. Mr. Tobias commented on how difficult it would be to pass a Referendum due to COVID.

**4. Referendum Action Items**

**A.** Be it resolved, based upon the recommendations of the BA & Architect, to approve the following “Progress Payments” to the following contractor(s) for work completed for the Referendum Projects, a copy of which is on file in the Business Administrator’s Office:

1. VMG Group, Lin & TJ Roof - Payment #2: \$502,098.59

**B.** Be it resolved, based upon the recommendations of the Supt, BA, Construction Attorney & Architect, to approve the following resolution pertaining to the award of a construction contract for Interior Improvements for Lincoln Elementary school:

**WHEREAS**, a recommendation was made by the Superintendent of Schools to the **Rockaway Borough Board of Education (“Board”)** to seek a contract for Interior Improvements Project at the Lincoln Elementary School (hereinafter “Project”); and

**WHEREAS**, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

**WHEREAS**, on Tuesday, May 19, 2020, the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*; and

<b>Bidder</b>	<b>Base Bid</b>	<b>Alternate</b>
Drill Construction	\$863,500	\$99,000
FCI Group/Falak Construction, Inc.	\$970,000	\$190,000
APS Contracting, Inc.	\$1,050,000	\$195,000
Wallkill Group, Inc.	\$1,073,000	\$124,000
Brahma Construction Corp.	\$1,076,000	\$170,775
Northeastern Interior Services LLC	\$1,123,000	\$165,000
SMAC Corp.	\$1,334,00	\$337,000

**WHEREAS**, the lowest bid for the Project was submitted by Drill Construction who withdrew their bid citing a mathematical mistake; and

**WHEREAS**, the second lowest bid was submitted by FCI Group/Falak Construction, Inc. whose bid has been reviewed and deemed compliant with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 *et seq.*; and

**NOW, THEREFORE:**

**BE IT RESOLVED**, that the Board hereby awards the Project to FCI Group/Falak Construction, Inc. at an amount of \$970,000 for the base award and opts to award the alternate at an amount of \$190,000 for a total construction contract award of \$1,160,000.

**5. Any Other Business Before the Board**

- A. Referendum Ground Breaking Ceremonies on June 22<sup>nd</sup>, or there about.
- B. Discuss Work Zone Camera- Mr. Stepka to seek installation quote.
- C. School Board Candidate Kit now available, Nominating Petition due to County Clerk Monday, July 27 at 4pm for November 3 General Election.
- D. 8<sup>th</sup> Grade Graduation Update and discussion took place.

**6. Public Comment No. 2 (Agenda & Non-Agenda Items to be Heard)**

- A. There was none at this time.

**7. Consent Agenda**

A. Move and Vote on all Agenda Resolutions & Recommendations in One Motion:

<u>Roll Call Vote:</u>	<u>Moved &amp; Seconded By:</u>	<u>Yeas</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Absent</u>
Mrs. McGovern:		Yea	-	-	-
Mrs. Piombino:	Seconded	Yea	-	-	-
Mr. Tobias:	-	Yea	-	-	-
Mrs. Walter:	Moved	Yea	-	-	-
Mrs. Smith:	-	Yea	-	-	-

Mr. Stepka declares all Resolutions & Recommendations are hereby unanimously approved.

**8. Next Regularly Scheduled Meeting:**

- 1. Tuesday, June 16, 2020 Virtual: 6:30 pm

**9. Motion to Enter Executive Session: 7:32 PM**

Be it Resolved, that the Board enter into Executive Session (Private) for the purpose of discussing a personnel matter: The Board’s progress on completing the Superintendent’s evaluation for the 2019-20 school year, the nature of which will be made public when the need for confidentiality no longer exists.

**THERE WILL BE NO ACTION TAKEN AFTER THIS EXECUTIVE SESSION.**

*Moved by: Mrs. Piombino    Seconded by: Mrs. Walter    Voice Vote: All Ayes*

**At this time the virtual public Zoom meeting concluded and the Board members then entered into another separate, private Zoom meeting with the Business Administrator/Bd. Sec’y for reasons as stated above (the Supt was excused for the night).**

**10. Motion to Adjourn Executive Session & the Meeting: 7:54 PM**

There being no further business before the Board, the meeting was hereby adjourned.

***Moved by: Mrs. Piombino    Seconded by: Mrs. Walter    Voice Vote: All Ayes***

Respectfully submitted,

Mr. William Stepka, RSBA  
Secretary of the Board of Education/  
School District Business Administrator

1.