

**HOLMDEL TOWNSHIP BOARD OF EDUCATION  
BUDGET & FINANCE COMMITTEE MEETING NOTES  
MAY 23, 2019 AT 5:30 PM**

---

Board Members Present: J. Collins, Chair | V. Flynn | E. Briamonte |  
Administrators Present: R. McGarry, Superintendent | M. Petrizzo, BA |  
Guests: Greyhawk Construction Manager, Spiezle Architects, Brown & Brown  
Meeting Location: Central Office Conference Room

---

The following are the notes from the May 23, 2019 meeting of the Budget and Finance Committee.

**1. Holmdel 2020 (Referendum) Update:**

**a. Door Replacement (Indian Hill & Village):**

Closeout Documentation has been provided to the architect and are being reviewed for completeness.

**b. Roggy Field Stadium Lighting:**

Closeout Documentation has been provided to the architect and are being reviewed for completeness.

**c. Field Reconstruction (Satz/High School):**

Re-commencement of outstanding work began on 4/3/19 but extensive rainfall and unseasonably cold morning temperatures have delayed some work with an anticipated project completion by the end of May.

**d. Interior Renovations and Exterior Site Renovations (Indian Hill & Village):**

The Board awarded the project to M & M Construction Inc. on 5/1/19. A Notice to Proceed was issued to M & M Construction. The contracts have been executed.

A Pre-Construction Meeting occurred on 5/6/19. The baseline schedule was received on 5/20/19 and is being reviewed by the Design Team. The District received proposals for Quality Assurance and Control on 5/20/19, which is a professional service required, according to construction code. Greyhawk is reviewing these proposals and will make a recommendation for approval at the 6/12/19 BOE meeting.

**e. Exterior Site Additions & Renovations and Interior Alterations (Satz & High School):**

The Board awarded the Project to M & M Construction Inc. on 5/1/19. A Notice to Proceed was issued to M & M construction. The contracts have been issued to M & M Construction and we await their signature. The District received proposals for Quality Assurance and Control on 5/20/19, which is a professional service required, according to construction code. Greyhawk is reviewing these proposals and will make a recommendation for approval at the 6/12/19 BOE meeting.

**f. Successfully Completed Projects:**

Land Acquisition, Pkg. D-Gym HVAC (VS, IH & WRS), and Pkg. H High School Roof

**2. Professional Service Providers:**

The committee reviewed the list of various professional service providers recommended for renewal of services for the 19/20 school year. The committee also discussed the RFP's being performed for general counsel legal and auditor professional services.

**3. 2019 Safety Grant Program:**

This grant is provided by New Jersey Schools Insurance Group (NJSIG) annually and is a way for NJSIG to proactively help districts improve safety and security. The applicable resolution will be included on the 5/29/19 agenda for approval

**4. National Cooperative Purchasing Alliance (NCPA)**

The committee discussed the benefits of purchasing power within Cooperative Purchasing Agreements (co-ops). The district already utilizes several co-ops in order to receive the best pricing for various supplies, services and equipment. The applicable resolution to enter into this national co-op will be included on the 5/29/19 agenda for approval.

The next meeting date: TBD