

PARK RIDGE BOARD OF EDUCATION

SPECIAL MEETING MINUTES

Date: May 24, 2023

Public Started: 4:00 P.M.

Public Ended: 5:35 P.M.

Board of Education Conference Room

I. Roll Call

J. Bucco	J. Pierotti	N. Agoos	L. Sum	D. Clare	A. Wagner	D. Bradler
X	X	X	X	A	X	A

Also Present:

R. Gamper	R. Wright
X	X

II. Pledge of Allegiance was led by Vice President, Amara Wagner.

III. Open Public Meetings Statement was read by Vice President, Amara Wagner.

This is to advise the general public and to instruct that it be recorded in the minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Park Ridge Board of Education on May 16, 2023, caused to be posted at the Office of the Board of Education located at 85 Pascack Road, Park Ridge, New Jersey and on May 16, 2023, sent to The Record, 1 Garret Mountain Plaza, P.O. Box 471, Woodland Park, NJ 07424-0471 and The Ridgewood News, 41 Oak Street, Ridgewood, NJ 07450-3805 and on May 16, 2023, delivered to the Office of the Municipal Clerk of Park Ridge and the Park Ridge Public Library a meeting notice setting forth the time, date and location of this meeting.

IV. FINANCE RESOLUTIONS

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

F1. WHEREAS, The Park Ridge Board of Education "SFA" sent out Request for Proposals for Food Service Management which were opened on May 17, 2023 and

WHEREAS, the district received one response to its request from Pomptonian Food Service and

WHEREAS, the form and content of the response has been reviewed and deemed acceptable by the Board's review committee,

NOW THEREFORE BE IT RESOLVED that the Park Ridge Board of Education appoints Pomptonian Food Service "FSMC" as the District's Food Service Provider for the 2023-24 fiscal year as follows:

1. FSMC Fee:
2. The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$21,597.00 to compensate the FSMC for administrative and management costs. This fee shall be included as a cost of operation and billed in 10 monthly installments of \$2,159.70 per month. The SFA guarantees the payment of such costs and fee to the FSMC.
3. There is no guaranteed financial performance
4. Total Estimated Cost of Contract:

Total estimated expenses (cost) include food, labor, supplies, other expenses, and FSMC management fee.

The Total Estimated Cost of Contract is \$177,601.05

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V. BUILDING AND GROUNDS RESOLUTIONS

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

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BG1. WHEREAS, the Park Ridge Board of Education opened bids for the project Locker Room Addition and Renovations at Park Ridge High School at 11:00 am on May 18, 2023, and;

WHEREAS the Board received four bids as follows:

Bidder	Base Bid	Alternate #1	Total
Benard Associates	\$5,748,000	\$1,079,000	\$6,827,000

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DMD Contracting LLC	\$6,489,000	\$818,000	\$7,307,000
H&S Construction & Mechanical	\$6,194,000	\$924,000	\$7,118,000
M&M Construction Company Inc.	\$5,900,000	\$1,400,000	\$7,300,000

And WHEREAS the Board has decided to award only the Base Bid due to budgetary constraints,

WHEREAS, Benard Associates was the found to be the lowest responsible bidder,

NOW THEREFORE BE IT RESOLVED, that the Park Ridge Board of Education hereby awards the contract for the project Locker Room Addition and Renovations at Park Ridge High School to Benard Associates for the Base Bid only of \$5,748,000.

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The Board reviewed the bids and had several questions. They asked for information regarding the project budget. Mr. Wright reviewed a spreadsheet that broke down the costs incurred to date. One of those costs was the Architect’s fees. Mr. Wright explained that their contract was for \$419,400 of which 80% is owed once the bid process is completed. He then went over the costs incurred for soil testing. He explained that these costs were necessary in order to better prepare the final bid and remove the item as a potential change order after the bid. Another area that needed to be tested was the ability of the ground to support the structure that was being built. During this process, it was determined that the water run-off of the new structure was going to require additional drainage which resulted in the inclusion of drywells as part of the bid. The two testing costs came to \$22,550 and \$37,550 respectively. One other soft cost which was discussed was the filing fee with the State of N.J. which added an additional \$11,875.

Mr. Wright then recapped that the costs incurred for the project, other than the bid itself, were approximately \$500,000. All those costs were being charged to the current year budget and were not part of the 2023-24 Capital Reserve budget. Next, Mr. Wright reviewed the bid amount. Board members asked what the original budget was. Mr. Wright and Dr. Gamper recapped the history of the project. Originally, the Architect provided an estimate of \$4.5 million. It was explained that this was done before detail drawings were made. Once they had progressed far enough of the detail drawings, there were questions as to whether the cost estimate of \$4.5 million was too low. An outside estimator was brought in, and their number came in at around \$5.2 million, excluding any soft costs.

The Board asked why the bid came in at \$500K over the estimate. Dr. Gamper and Mr. Wright explained that the architect believes it was a result of including the remediation work as part of the contractor’s responsibility. It was explained that had this not been done that the costs could have been greater as change orders would have been needed. As it stands, all the known problems have been addressed in the bid and are covered by the contractor.

The Board then asked about the amount of money available for other project contingencies. They were told that the amount was \$200K. They questioned whether this was sufficient. Mr. Wright responded that while the typical contingency is usually 10% of the project bid, the architect felt

SM 052423

that the reduced amount was sufficient due to the amount of up-front investigatory work done by the Board.

The Board then asked about the remaining balance in Capital Reserve and whether it was sufficient to address unknown project contingencies and do other work in the district. Mr. Wright then reviewed a projection of Capital Reserve. He provided the Board with a projection showing approximately \$1.1 million which could be available to them and explained that this was in addition to the \$200K currently in the project contingency. The Board expressed concern that this may not be sufficient for doing other requested work in the district.

Board members then asked whether there would be ways to reduce the cost of the project by modifying the drawings. The Board asked Mr. Wright and Dr. Gamper to set up a meeting where they could discuss this with the Architect.

At the conclusion of the discussion, a motion was made to table BG1. The motion passed as follows:

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V. PERSONNEL RESOLUTIONS

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

P1. The Park Ridge Board of Education approves the submission of the attached Employment Contract of the Business Administrator/Board Secretary, for the period of July 1, 2023, through June 30, 2024, to the Bergen County Interim Executive County Superintendent. **"P1"**

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P2. The Park Ridge Board of Education approves Desiree Misciagna to review ELL criteria and place our ESL students for the 2023/24 school year, from June 23 – August 29 (work done in June will be paid at the 22/23 summer rate):

<u>TIME</u>	<u>PER DIEM RATE</u>	<u>AMOUNT NOT TO EXCEED</u>
3 Days	TBD	TBD

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P3. The Park Ridge Board of Education approves the renewal of the paraprofessionals and Job coach listed on the attached, for the 2023/24 school year. **"P3"**

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P4. The Park Ridge Board of Education approves the appointment of the following students for summer employment at the positions, rates and time listed:

<u>NAME</u>	<u>POSITION</u>	<u>RATE/TIME</u>	<u>AMOUNT NOT TO EXCEED</u>
Burns, Matthew	Custodian	\$16.00/Hr. x 35 Hrs. x 8 Weeks	\$4,480.00
Gaccione, Breydan	Custodian	\$16.00/Hr. x 35 Hrs. x 8 Weeks	\$4,480.00
Lajqi, Dhurim	Custodian	\$16.00/Hr. x 35 Hrs. x 8 Weeks	\$4,480.00
McConville, John	Custodian	\$16.00/Hr. x 35 Hrs. x 8 Weeks	\$4,480.00
McConville, Paige	Athletic Assistant	\$16.00/Hr. x 35 Hrs. x 8 Weeks	\$4,480.00
Meany, Connor	Custodian	\$16.00/Hr. x 35 Hrs. x 8 Weeks	\$4,480.00
Otto, Travis	Custodian	\$16.00/Hr. x 35 Hrs. x 8 Weeks	\$4,480.00
Rios, Jada	Office Help	\$16.00/Hr. x 35 Hrs. x 4 Weeks	\$2,240.00
Rios, Jada	Substitute Office Help	\$16.00/Hr. as needed	TBD
Sheridan, Caroline	Office Help	\$16.00/Hr. x 35 Hrs. x 4 Weeks	\$2,240.00
Sheridan, Caroline	Substitute Office Help	\$16.00/Hr. as needed	TBD
Vargas, Ray	Custodian	\$16.00/Hr. x 35 Hrs. x 8 Weeks	\$4,480.00

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VII. Adjournment 5:35 P.M.

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Robert Wright
Business Administrator/Board Secretary