

Oakland Public Schools

Special Meeting Minutes

Thursday, March 7, 2024

9:30 AM

A Special Meeting of the Board of Education was held in person on March 7, 2024. The meeting was called to order at 9:32 AM by Mr. Scerbo.

Mr. Scerbo led those present in the Pledge of Allegiance and read the Open Public Meeting announcement as follows: The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Oakland Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted on December 5, 2023 in the Municipal Building, the Board Offices, all school offices and copies sent to newspapers serving Oakland: The Record News. The Board reserves the right to limit public discussion of personnel items, so as to preserve individual privacy.

The Board appreciates the concerns and comments expressed by the public and will take them into consideration. However, please remain advised that, neither the Board nor the administration may comment on or respond to public inquiries or statements regarding any internal personnel matters involving a District employee.

Please be further advised that there is no privilege or qualified privilege with regard to any statements that you make before the Board of Education. Furthermore, in addition to their respective rights to privacy, employees of this school district retains all rights regarding defamation and slander according the laws of New Jersey.

Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses. Each speaker shall be limited to three minutes. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds.

Roll Call

The following members were present via telephone: Ms. Cooper, Ms. Kilday, Ms. Shelkin, Mr. Scerbo. ABSENT: Mr. Mazzilli.

Also present: Dr. Gina M. Coffaro, Superintendent of Schools, Ms. Annette Wells, Board Secretary/Business Administrator and 0 members of the public.

FINANCE

A motion was made by Ms. Shelkin and seconded by Ms. Cooper to approve the following Finance Items A through C as follows:

- A. **WHEREAS**, the Oakland Board of Education advertised for bids for the Cont. #87 Electrical Upgrades at Manito Elementary School Project (the “Project”); and

WHEREAS, on February 27, 2024, the Board received 11 bids for the Project, as reflected on the attached bid tabulation sheet; and

WHEREAS, the lowest bidder, TSUJ Corp (“TSUJ”), submitted a base bid in the amount of \$217,177 with an Allowance of \$25,000 for a total Base Bid in the amount of \$242,177, and its bid is responsive in all material respects; and

WHEREAS, it is the Board’s desire to award the contract for the Project to TSUJ.

NOW, THEREFORE, BE IT RESOLVED that the Board awards the contract for the Cont. #87 Electrical Upgrades at Manito Elementary School Project to TSUJ in a total contract sum of \$242,177.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, and an executed AIA contract, as prepared by the Board Attorney, within ten days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this resolution.

- B. **WHEREAS**, the Oakland Board of Education advertised for bids for the Cont. #85 Electrical Upgrades at Dogwood Hill Elementary School Project (the “Project”); and

WHEREAS, on February 27, 2024, the Board received 11 bids for the Project, as reflected on the attached bid tabulation sheet; and

WHEREAS, the lowest bidder, TSUJ Corp (“TSUJ”), submitted a base bid in the amount of \$335,677 with an Allowance of \$25,000 for a total Base Bid in the amount of \$360,677, and its bid is responsive in all material respects; and

WHEREAS, it is the Board’s desire to award the contract for the Project to TSUJ.

NOW, THEREFORE, BE IT RESOLVED that the Board awards the contract for the Cont. #85 Electrical Upgrades at Dogwood Hill Elementary School Project to TSUJ in a total contract sum of \$360,677.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, and an executed AIA contract, as prepared by the Board Attorney, within ten days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this resolution.

C. **WHEREAS**, the Oakland Board of Education advertised for bids for the Cont. #86 Electrical Upgrades at Heights Elementary School Project (the “Project”); and

WHEREAS, on February 27, 2024, the Board received 11 bids for the Project, as reflected on the attached bid tabulation sheet; and

WHEREAS, Wojchik Electrical (“Wojchik”), submitted the apparent lowest bid for the Project, with a base bid in the amount of \$313,449 together with an Allowance of \$25,000 for a total base bid in the amount of \$338,449 but it failed to provide a New Jersey Department of the Treasury Division of Property Management and Construction (“DPMC”) “Notice of Classification,” and “Total Amount of Uncompleted Contracts, DPMC Form 701,” which are non-waivable material defects; and

WHEREAS, the second lowest bidder, TSUJ Corp (“TSUJ”), submitted a base bid in the amount of \$328,773 with an Allowance of \$25,000 for a total Base Bid in the amount of \$353,773, and its bid is responsive in all material respects; and

WHEREAS, it is the Board’s desire to award the contract for the Project to TSUJ.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the bid submitted by Wojchik for not providing the DPMC, “Notice of Classification,” and the “Total Amount of Uncompleted Contracts, DPMC Form 701,” which are non-waivable material defects.

BE IT FURTHER RESOLVED that the Board awards the contract for the Cont. #86 Electrical Upgrades at Heights Elementary School Project to TSUJ in a total contract sum of \$353,773.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, and an executed AIA contract, as prepared by the Board Attorney, within ten days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this resolution.

Upon call of the roll, the motion carried with a unanimous vote recorded.

Motion made by Ms. Shelkin and seconded by Ms. Cooper to enter executive session at 9:37 AM.

WHEREAS, The Board of Education must discuss subjects concerning personnel matters, legal issues, Harassment, Intimidation and Bullying, and/or contract negotiations concerning the District, and

WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in a public meeting; and

WHEREAS, the aforesaid subjects to be discussed are within the exemptions which are permitted to be discussed and acted upon in closed executive session pursuant to P.L. 1975, Chapter 231, it is therefore

RESOLVED, that the aforesaid subjects shall be discussed in a closed executive session by this Board and administrative staff and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

Upon call of the roll, the motion carried with a unanimous vote.

RETURN FROM EXECUTIVE SESSION-

The Board returned from Executive Session at 10:13AM.

ADJOURNMENT

A motion was made by Ms. Cooper and seconded by Ms. Shelkin that the meeting be adjourned at 10:13 AM. Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Annette M. Wells
School Business Administrator/ Board Secretary