

SEPTEMBER 15, 2009

FINANCE/FACILITIES & TRANSPORTATION

1. PAYMENT OF BILLS

RESOLVED, the Randolph Township Board of Education approve the attached list of checks. **Finance Exhibits # 1. – 1.1**, and orders that they be attached to and made a part of the minutes.

1.	Check Register – 08/31/09	\$ 1,877,794.27
1.1	Check Register – 09/10/09	\$ 2,650,085.03

2. BUDGET

RESOLVED, the Randolph Township Board of Education approve **August 2009** transfer, **Finance Exhibits # 2.1 & 2.2**, and orders that they be attached to and made a part of the minutes.

2.1	Monthly Transfer Report – 08/31/09
2.2	Expense Account Adjustment Analysis 08/31/09

3. REPORT OF THE SECRETARY AND TREASURER

WHEREAS, the Randolph Township Board of Education has received the Report of the Secretary for the month of **August 2009, Finance Exhibits # 3.1 – 3.6**, consisting of:

3.1	Interim Balance Sheet – 08/31/09
3.2	Revenue Report – 08/31/09
3.3	Budget Report – 08/31/09
3.4	Petty Cash Report – 08/31/09
3.5	Food Services Cash Report – 08/31/09
3.6	Treasurer Report – 07/31/09

and

WHEREAS, the Randolph Township Board of Education has received the Report of the Treasurer for the month of **July 2009**,

August 31, 2009 FUND	<u>CASH BALANCE</u>	<u>APPROPRIATION BALANCE</u>
(10) General Current Expense Fund	\$ 4,516,108.26	\$ 53,657.00
(11) Current Expense	-	49,871,904.48
(12) Capital Outlay	-	123,616.03
(20) Special Revenue Fund	(40,326.78)	1,794,679.04
(30) Capital Projects Fund	386,352.00	42,619.81
(40) Debt Service Fund	(106,566.75)	-
(60) Food Service	(439,178.10)	864,308.31
(63) Community School	212,522.60	962,946.34
Capital Reserve	868.00	-
<u>TOTAL</u>	\$ 4,529,779.23	\$ 53,713,731.01

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the Secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education.

NOW, THEREFORE, BE IT RESOLVED, the Randolph Township Board of Education accepts the above referenced reports certification and orders that they be attached to and made a part of the minutes, and

BE IT FURTHER RESOLVED, in compliance with N.J.A.C. 6:20-2A.10(e), the Randolph Township Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of it's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

4. RESCIND FINANCE, FACILITIES AND TRANSPORTATION MOTION NO. 11 OF AUGUST 18, 2009 AND REAPPROVE ACCEPTANCE OF TUITION STUDENT

BE IT RESOLVED, the Randolph Township Board of Education rescind motion number eleven (11), approved August 18, 2009, and re-approve the acceptance of student **M.Y.** as a tuition student for the 2009-10 school year at an annual rate of **\$16,375.00**.

5. MOTION TO APPROVE TUITION STUDENT

BE IT RESOLVED, the Randolph Township Board of Education approve the acceptance of student **A.P.** as a tuition student for the 2009-10 school year at an annual rate of \$10,689.00.

6. APPROVAL OF AN AGREEMENT BETWEEN THE RANDOLPH TOWNSHIP BOARD OF EDUCATION AND THE ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION FOR THE 2009-2010 SCHOOL YEAR

BE IT RESOLVED, the Randolph Township Board of Education approve an agreement between the Randolph Township Board of Education and the **Essex Regional Educational Services Commission** for the **2009-2010** school year to provide the necessary and appropriate services for **American Recovery and Reinvestment Act of 2009 (ARRA)**, **IDEA-B Services for Nonpublic Schools** as summarized in **Finance Exhibit # 4**, attached hereto and made a part of the minutes.

7. ACCEPTANCE OF THE RANDOLPH MUNICIPAL ALLIANCE COMMITTEE (MAC) GRANT PROPOSAL

BE IT RESOLVED, the Randolph Township Board of Education accept the Randolph Municipal Alliance Committee (MAC) grant proposal, approve the district cash and in-kind match requirements as summarized in **Finance Exhibit # 5**, attached hereto and made a part of the minutes.

8. APPROVAL OF JOINT TRANSPORTATION AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education approve a joint transportation agreement between the Randolph Township Board of Education and the **Board of Education of the Township of Mendham** for the **2009-2010** school year, as summarized in **Finance Exhibit # 6**, attached hereto and made a part of the minutes.

9. APPROVAL OF PARTNERSHIP LETTER OF AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education approve a partnership letter of agreement with **Positive Coaching Alliance** for the 2009-2010 school year, as summarized in **Finance Exhibit # 7**, attached hereto and made a part of the minutes.

10. APPROVE THE FOLLOWING CHANGE ORDER

WHEREAS, **Halecon Inc.**, has submitted a change order totaling **\$ 38,141** and

NOW, THEREFORE, BE IT RESOLVED the Randolph Township Board of Education approve the change order as listed below:

PROJECT: Randolph High School Running Track Rehabilitation

VENDOR NAME: Halecon, Inc.

DESCRIPTION OF CHANGED WORK AS FOLLOWS:

1. Removal of rock for poles, electric conduit, etc:	\$ 21,730
2. Enlargement of the high jump event area:	11,590
3. Athletic surfacing on two runways at the Middle School:	9,460
4. Additional electrical outlets at poles, related conduits, and conductors:	5,601
5. Credit for deletion of speaker reinstallation:	(440)
6. Credit for full depth removal of asphalt surface at northeast corner:	(9,800)
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Total change order sum including O.H. & P and Bonds:	\$ 38,141
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11. AWARD OF CONTRACT – DISTRICT PRINTING SERVICES

BE IT RESOLVED, the Randolph Township Board of Education accept bids and award contracts on an item-by-item basis for the purchase of printing services for the 2009-2010 school year, based on lowest responsible bid meeting all specifications as stipulated in bid documents. Specifications prepared, bids advertised by Educational Data Services, Inc., on behalf of the Randolph Township School District and received from the vendors listed below.

ARRT Promotions
65 Beaver Dam Road
Randolph, NJ 07869

Price Rite Business Forms
8 Emery Avenue
Randolph, NJ 07869

Hawk Graphics
1248 Sussex Turnpike
Mt. Freedom, NJ 07970

Symphony Printing Company
19-21 Brook Street
Belleville, NJ 07109

Apex Printing Services, Inc.
6-16 Ilene Court
Hillsborough, NJ 08844

Bid proposals were received for approximately 44 items. Total bid amounts listed as follows:

Price Rite Business Forms	\$ 24,964.00
Hawk Graphics	27,784.50
Symphony Printing Co.	12,465.84
Apex Printing	5,678.87

It is hereby recommended award of a contract on an item-by-item basis with pricing to be firm till August 12, 2010, for district printing needs based on lowest responsible bid meeting all specifications as follows:

Hawk Graphic	\$ 26,494.50
Price Rite Business Forms	12,779.00
Symphony Printing Company	519.84
Hawk Graphics	459.90

BE IT FURTHER RESOLVED, that the Randolph Township Board of Education award the printing bid as recommended and summarized above.

12. AWARD OF CONTRACT – TRANSPORTATION FOR RANDOLPH COMMUNITY SCHOOL SKI CLUB

BE IT RESOLVED, the Randolph Township Board of Education advertised for sealed bids for transportation for the Randolph Community School Ski Club. The sealed bids were received and read aloud on Friday, September 4, 2009, at 10:00 a.m. at the Administration Office of the Randolph Township Board of Education, 25 School House Road, Randolph, New Jersey.

In attendance were:

Maryanne Emmel and Geraldine Callinan, Randolph Board of Education;
Elaine Voorhis, Randolph Community School;
Brian Bartiromo, Long Valley Coach.

Bid packages were mailed / emailed to the following vendors:

Academy Bus	Long Valley Coach
111 Patterson Avenue	195 Pleasant Grove Road
Hoboken, NJ 07030	Long Valley, NJ 07853

Passaic Valley Coach Lines
71 River Road
Chatham, NJ 07928-1930

Bid packages were received from the following vendors as shown in **Finance Exhibit # 8**, and made a part hereof.

Long Valley Coach
Passaic Valley Coach Lines

BE IT FURTHER RESOLVED, that the Randolph Township Board of Education award a contract for the Randolph Community School Ski Club bus transportation, SY 2009-2010 to **Passaic Valley Coach**, 71 River Road, Chatham, NJ, 07928 for

the 47 seat, the 55 seat buses, and for the 20 seat buses, award a contract to the **Long Valley Coach**, 195 Pleasant Grove Road, Long Valley, NJ, based on lowest responsible bidder meeting all specifications as stipulated in bid documents.

13. AWARD OF CONTRACT – TRANSPORTATION FOR LEASE PURCHASE OF ONE (1) NEW 2009 TYPE “B” GASOLINE POWERED 16 PASSENGER SCHOOL BUS EQUIPPED WITH “C.E. WHITE” CHILD RESTRAINT SEATS

BE IT RESOLVED, the Randolph Township Board of Education advertised for sealed bids for the purchase of one (1) 16-passenger type “B” bus on August 14, 2009. The bids were received and read aloud on Friday, August 28, 2009 at 10:00 a.m. at the Administration Office of the Randolph Township Board of Education, 25 School House Road, Randolph, New Jersey.

In attendance were:

Maryanne Emmel	Randolph Township Board of Education
Bonny Ames	Randolph Township Board of Education
Jerry Schenker	Randolph Township Board of Education

Bid packages were mailed to the following vendors:

American Bus & Coach, LLC	H.A. DeHart & Son
2595 East State Street	311 Crown Point Road
Trenton, NJ 08619	Thorofare, NJ 08086

Jersey Shore Bus Sales, Inc.	Wolfington Body Company
2345 Route 9	Route #38
Toms River, NJ 08755	Mount Holly, NJ 08060

Irvin Raphael, Inc.
550 Old Stage Road
East Brunswick, NJ 08816

The proposals received were as follows:

American Bus and Coach LLC	\$ 54,355
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Jersey Shore Bus Sales	52,080
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BE IT FURTHER RESOLVED, that the Randolph Township Board of Education award a contract for the purchase of one (1) 16-passenger type “B” school bus to **American Bus & Coach LLC** of Trenton, New Jersey, in the total amount of \$ 54,355 based on lowest responsible bid meeting all specifications as set forth in the bid documents.

14. AWARD OF CONTRACT – RANDOLPH MIDDLE SCHOOL WINDOW HARDWARE REPLACEMENT

BE IT RESOLVED, the Randolph Township Board of Education advertised for sealed bids for the Randolph Middle School Window Hardware Replacement on August 13, 2009. The bids were received and read aloud on Friday, September 4, 2009 at 10:00 a.m. at the Administration Office of the Randolph Township Board of Education, 25 School House Road, Randolph, New Jersey.

Bid packages were mailed to the following vendors:

Metropolitan Metal Window Company
46 LaGrande Avenue
Fanwood, NJ 07023

Panoramic
125 Fleming Street
Piscataway, NJ 08854

TCI Construction & Management
1306 Sheramn Square
Hwy 33
Farmingdale, NJ 07727

The proposals received were as follows:

	Metropolitan Metal Window Company	Panoramic	TCI Construction & Management
Base Bid Price:	\$28,600.00	\$27,000.00	\$38,400.00
Alternates:			
Balances at 100 add'l sashes	\$14,300.00	\$12,700.00	unclear
Balances at 90 add'l sashes	\$12,870.00	\$10,800.00	unclear
Unit Prices:			
Ultralift Balances (pair) & related hardware \$/@	\$143.00	\$135.00	\$170.00

It has been determined that Panoramic Window & Door Systems, Inc., of Piscataway, NJ is the lowest responsive and responsible bidder. The submission of the contract set forth the following values of items of work:

Base Bid Price (repair-200 windows)	\$27,000.00
Alternate 1 (repair - add'l 100 windows)	<u>\$12,700.00</u>
Total Bid Award	\$39,700.00

BE IT FURTHER RESOLVED, that the Randolph Township Board of Education award a contract for the Randolph Middle School Window Hardware to **Panoramic Window & Door Systems, Inc.**, Piscataway, NJ in the amount of \$39,700.00 based on lowest responsible bid meeting all specifications as set forth in the bid documents.

15. RESCIND FINANCE, FACILITIES AND TRANSPORTATION MOTION NO. 5 June 23, 2009 AND REAPPROVE THE EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY SHARED SERVICES AGREEMENT TO INCLUDE NON PUBLIC NURSING, NON PUBLIC TECHNOLOGY AND NON PUBLIC TEXTBOOK

BE IT RESOLVED, the Randolph Township Board of Education rescind motion number five (5), approved June 23, 2009 and re-approve the Educational Services Commission of Morris County Shared Services Agreement for **Non Public Nursing, Non Public Technology and Non Public Textbook** for the 2009-2010 school year as summarized in **Finance Exhibit # 9**, attached hereto and made a part of the minutes.

16. MOTION TO APPROVE PROFESSIONAL DEVELOPMENT SERVICES AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education approve an agreement between the Randolph Township Board of Education and Reading and Writing Project Network for district professional development services in the amount of \$2,747

17. ACCEPTANCE OF DONATIONS

RESOLVED, the Randolph Township Board of Education accept the following donation:

- **Randolph High School**, donation from the **Heritage Community Bank**, donation of \$20,000 towards the cost of new scoreboard for the RHS football facility, increments of \$10,000 no later than 9-30-2009 and an additional \$10,000 no later than 9-30-2010. As consideration for this

donation, the Heritage Community Bank logo and name be placed above the scoreboard and remain there for a period of 15 (fifteen) years.

- **Randolph High School**, donations from the **RHS track booster club**, donation of porta-pits for the pole vault area, an estimated value of \$12,965.00.
- **Randolph High School**, donations from Mr. Jack Loeffler, bamboo poles for use in Technology Education classrooms, having an estimated value of \$487.00
- **Shongum School**, from the **Shongum PTA**, for selected classroom use five (5) FM systems from Audio Enhancement, item # 1200-0406 AES.06 UHF Pal, each having an estimated value of \$1,295.00, the total donation being \$6,475.00.

BE IT FURTHER RESOLVED, that Miss Carol Strowbridge, Principal of the Randolph High School, Ms. April Lowe, Principal of the Shongum School, respectfully, acknowledge the donation in a letter to the appropriate parties.