

AUGUST 18, 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 – 07/31/09	\$ 1,679,898.92
1.1	Check Register – 08/06/09	\$ 4,440,302.52

2. BUDGET

RESOLVED, the Randolph Township Board of Education approve **July 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 – 07/31/09
2.2	Expense Account Adjustment Analysis 07/31/09

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 **July 2009**, **Finance Exhibits # 3.1 – 3.6**, consisting of:

3.1	Interim Balance Sheet – 07/31/09
3.2	Revenue Report – 07/31/09
3.3	Budget Report – 07/31/09
3.4	Petty Cash Report – 07/31/09
3.5	Food Services Cash Report – 07/31/09
3.6	Treasurer Report – 06/30/09

and

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

July 31, 2009 FUND	<u>CASH BALANCE</u>	<u>APPROPRIATION BALANCE</u>
(10) General Current Expense Fund	\$ 1,523,811.08	\$ 53,657.00
(11) Current Expense	-	52,342,771.51
(12) Capital Outlay	-	283,849.94
(20) Special Revenue Fund	(132,266.24)	2,056,799.19
(30) Capital Projects Fund	584,730.14	-
(40) Debt Service Fund	1,668,704.00	-
(60) Food Service	(397,061.97)	865,419.51
(63) Community School	309,785.07	1,188,063.88
Capital Reserve	868.00	-
<u>TOTAL</u>	\$ 3,558,570.08	\$ 56,790,561.03

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. MOTION TO APPROVE DISTRICT WALKING AREAS

BE IT RESOLVED, the Randolph Township Board of Education designate and approve the areas of the Township that shall be walking areas, to designate and approve areas of the Township that shall receive school transportation, as summarized in **Finance Exhibit # 4**, attached hereto and made a part of the minutes.

5. MOTION TO APPROVE SERVICES AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education approve an **Interlocal Services Agreement** with the **Township of Randolph** as summarized in **Finance Exhibit # 5**, attached hereto and made a part of the agenda.

6. MOTION TO ACCEPT LEASE AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education accept **Lease Agreement between XEROX and the Randolph Township Board of Education**, **Finance Exhibit # 6**, attached hereto and made a part of the minutes.

7. MOTION TO ACCEPT FUNDS

BE IT RESOLVED, the Randolph Township Board of Education accept the following funds from the New Jersey Department of Education, **INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA), PART B**, grant program (Basic/Preschool).

BASIC (ages 3-21): \$ 1,012,174

PRESCHOOL (ages 3-5): \$ 44,689

8. MOTION to approve the acceptance of student **C.C.** as a tuition student for the 2009-10 school year at an annual rate of \$10,784.00.

9. MOTION to approve the acceptance of student **M.H.** as a tuition student for the 2009-10 school year at an annual rate of \$10,784.00.

10. MOTION to approve the acceptance of student **J.S.** as a tuition student for the 2009-10 school year at an annual rate of \$10,689.00.

11. MOTION to approve the acceptance of student **M.Y.** as a tuition student for the 2009-10 school year at an annual rate of \$10,784.00.

12. MOTION TO APPROVE THE PURCHASE OF ELECTRIC GENERATION SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) BID COOPERATIVE PRICING SYSTEM ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the

“Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Randolph Township Board of Education is a participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period from August 18, 2009 through May, 2014 hereinafter referred to as “Effective Period”, issue one or more requests for bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, participating members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the participating member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the district agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a request for bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the request for bids or the request for re-bids.

NOW, THEREFORE, BE IT RESOLVED that the district binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during

the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and,

BE IT FURTHER RESOLVED, that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED, that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a re-bid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED, that this resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2014 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

12. MOTION TO APPROVE THE PURCHASE OF NATURAL GAS SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) BID COOPERATIVE PRICING SYSTEM ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition

Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Randolph Township Board of Education is a participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period August 18, 2009 through May, 2014, hereinafter referred to as “Effective Period”, issue one or more requests for bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, participating members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the participating member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the district agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a request for bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the request for bids or the request for re-bids.

NOW, THEREFORE, BE IT RESOLVED, the district binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and,

BE IT FURTHER RESOLVED, that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

BE IT FURTHER RESOLVED, that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a re-bid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2014 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any agreements entered into prior to such rescission or expiration.

13. MOTION TO ALLOW TRAVEL FOR BOARD MEMBERS AND ADMINISTRATORS

BE IT RESOLVED, The Randolph Township Board of Education allow the following Board Members and Administrators to attend the annual **NJSBA / NJASBO 2009 Annual Workshop, October 28 – 30 , 2009, Atlantic City Convention Center, Atlantic City, New Jersey**, lodging accommodations for two-night stay, registration fee, meals, travel and other miscellaneous cost associated with the workshop.

COST PER PERSON:

Registration Fee: \$ 175.00

Lodging: \$ 117.00 / night

Room tax and tourism fees: (varies from \$5-\$10/day)

Meals (M&IE): \$ 54.00 / day, plus (first & last day - 75% of M&IE)

Travel: \$ 86.51 (round trip)

Parking: \$5/day

Other miscellaneous cost:

- tolls / gratuities: \$49 (estimated)
- special interest, training sessions: \$105 & \$75 / attendee

Note: Each attendee shall reimburse the district cost differential between the allowable domestic per diem rate vs. actual lodging charge.

The following will attend:

Board Members:

Gregory Mark
Tammy MacKay
Jeanne Stifelman

Administrators:

Mr. Owen Snyder
Michael S. Neves

14. MOTION TO APPROVE SOFTWARE LICENSING AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education enter into a licensing agreement with **Bradford Networks** for proprietary software licensing for district network server traffic control in the amount of \$35,514.10.

15. MOTION TO APPROVE LICENSING AND IMPLEMENTATION AGREEMENT

BE IT RESOLVED, the Randolph Township Board of Education enter into an agreement with **Follet Software Company** for the purchase and licensing of **Destiny Resource Management Solution**™. The Destiny Resource Management solution provides a centralized inventory management solution, application software license, data processing and conversion services, system installation, project management support, and training for the district. Cost of the agreement is \$20,694.64, and annual licensing / maintenance cost of \$4,200.00 starting in year two of the agreement.

16. MOTION TO APPROVE APPLICATION FOR DUAL USE OF EDUCATIONAL SPACE FOR THE 2009-10 SCHOOL YEAR

BE IT RESOLVED, the Randolph Township Board of Education requests the approval from the New Jersey Department of Education, Morris County Office, for the following school locations:

Center Grove: dual use of classroom No. 100 for BSI and Enrichment use.

Shongum: dual use of classroom No. 33 for Rising Readers class and Resource room.

17. AWARD OF CONTRACT FOR ENERGY AUDITING SERVICES

BE IT RESOLVED, that the Randolph Board of Education accept proposals and award a contract of \$92,335.00 to **Camp, Dresser and McKee** for district wide energy auditing services contingent upon final review and acceptance of bid by New Jersey Clean Energy / BPU Local Government Energy Audit Program administrator. Acceptance of bid is based on lowest responsible bidder meeting all specifications as stipulated in proposal and scope of work documents outlined in section 3.3.3 of RFP 08-x-39537, dated December 7, 2007 as issued by the New Jersey Department of Treasury. Proposals were received from the following DOT pre-approved firms and in accordance with section 1.2.1 of RFP 08-x-39537 fixed audit cost.

Camp Dresser McKee
Raritan Plaza 1
Edison, New Jersey 08818
Bid: \$92,235.00

Dome Tech Inc.
810 Thomall St.
Edison, New Jersey 08837
Bid: \$99,640.00

CHA Inc
2001 Rte 46,
Suite 107
Parsippany, New Jersey 07504-1315
Bid: \$139,303

Steven Winter Associates
50 Washington St.
Norwalk, Ct. 06854
Bid: \$130, 345

Concord Engineering Group
520 South Burnt Mill Road
Voorhees, New Jersey 08043
Bid: \$135,234.00

17. ACCEPTANCE OF DONATIONS

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

- **Randolph High School**, donations from **Randolph PTSA**, two (2) LCD projectors, mounting equipment and installation having an approximate value of \$1,344.00.
- **Randolph High School**, donation from **Randolph PTSA and RHS Student Council**, approximately \$5,500.00 for the RHS garden project.
- **Randolph Middle School**, donations in-kind from the **Randolph Middle School PTA**, having an estimated value of approximately \$20,419:
 - \$ 3,066 – Veteran’s Way Service Learning Project
 - \$ 10,345 – Cultural Arts Programs

Amended: 08/18/2009

- \$ 200 – ESL Flower Project
- \$ 6,000 – Teacher Grants
- \$ 175 – Eighth Grade Promotion Bonds
- \$ 633 – Field Days

BE IT FURTHER RESOLVED, that Ms. Carol Strowbridge and Dr. Joseph Miceli, Principal of the Randolph High School, and Randolph Middle School, respectively, acknowledge the donation in a letter to the appropriate parties.