

**FINANCE/FACILITIES & TRANSPORTATION**

**October 15, 2008**  
**Revised: 10/10/08**

**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 – 09/30/08	\$ 5,150,457.60
1.1	Check Register – 10/03/08	\$ 2,087,328.50

**2. BUDGET**

**RESOLVED**, The Randolph Township Board of Education approve **September 2008** 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 – 09/30/08
2.2	Expense Account Adjustment Analysis 09/30/08

**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 **September 2008**, **Finance Exhibits # 3.1 – 3.6**, consisting of:

3.1	Interim Balance Sheet – 09/30/08
3.2	Revenue Report – 09/30/08
3.3	Budget Report – 09/30/08
3.4	Petty Cash Report – 09/30/08
3.5	Food Services Cash Report – 09/30/08
3.6	Treasurer Report – 08/31/08

and

**WHEREAS**, The Randolph Township Board of Education has received the Report of the Treasurer for the month of **September, 2008**,

and

<b>September 30, 2008 FUND</b>	<b><u>CASH BALANCE</u></b>	<b><u>APPROPRIATION BALANCE</u></b>
(10) General Current Expense Fund	\$ 833,630.99	\$ 31,390.00
(11) Current Expense	-	5,230,389.46
(12) Capital Outlay	-	(156,818.20)
(20) Special Revenue Fund	94,399.86	1,022,585.69
(30) Capital Projects Fund	584,290.76	-
(40) Debt Service Fund	260,783.00	-
(60) Food Service	198,318.53	383,778.40
(63) Community School	221,079.30	744,929.92
Capital Reserve	851.01	-
<b><u>TOTAL</u></b>	<b>\$ 2,193,353.45</b>	<b>\$ 7,256,255.27</b>

**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 overexpended 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 ACCEPT LEASE AGREEMENT**

**RESOLVED**, the Randolph Township Board of Education accept a lease agreement between the **Randolph Township Board of Education and Xerox, Finance Exhibit # 4**, attached hereto and made a part of the minutes.

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

**RESOLVED**, the Randolph Township Board of Education accepted bids for transportation for the Randolph Community School Ski Club for the 2008-2009 school year. The sealed bids were received and read aloud on Tuesday, September 16, 2008, 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,  
Edward H. Vanderhoof, Vanderhoof Trans. Co., Inc.,  
Robert L. Wright, Aristocrat Limousine and Bus Co.

Bid packages were mailed / emailed to the following vendors:

Academy Bus  
111 Patterson Avenue  
Hoboken, New Jersey 07030

Aristocrat Limousine & Bus Co.  
354 Kingston Road  
Parsippany, New Jersey 07054

Byram Bus Inc  
19 Stanhope – Sparta Road  
Stanhope, New Jersey 07874

Durham School Services  
867 Highway No. 33  
Freehold, New Jersey 07728

Durham School Services  
1431 Opus Place, Suite 200  
Downers Grove, Illinois 60515

Greenwood Bus Company  
327 Greenwood Road  
Matawan, New Jersey 07747

Lakeland Bus Lines, Inc  
425 East Blackwell Street  
Dover, New Jersey 07801

Long Valley Coach  
195 Pleasant Grove Road  
Long Valley, New Jersey 07853

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

Progressive charter, Inc.  
656 Myrtle Avenue  
Boonton, New Jersey 07005

Scholastic Bus Company  
Post Office Box 339  
Hillsdale, New Jersey 07642-0339

Stout's Charter Service  
20 Irvin Street  
Trenton, New Jersey 08638

Vanderhoof, Inc.  
18 Wilfred Street  
West Orange, New Jersey 07052

Bid packages were received from the following vendors:

Aristocrat Limousine & Bus Co., Long Valley Coach, Stouts Charger Service, Passaic Valley coach Lines, and Vanderhoof Co., Inc.

SKI CLUB***	SKI AREA	ARISTOCRAT 47/55 SEATS	LONG VALLEY 47/55 SEATS	STOUTS 47/55 SEATS	VANDERHOO F 47/55 SEATS	PASSAIC VALLEY 47/55 SEATS
Fifth Grade at: Fernbrook School	Shawnee Shawnee, PA	625.00/650.00	<b>535.00/555.00</b>	1141.00/1141.00	564.00/585.00	553.00/620.00
Fifth Grade at: Shongum School	Shawnee Shawnee, PA	625.00/650.00	<b>535.00/555.00</b>	1141.00/1141.00	564.00/585.00	553.00/620.00
Fifth Grade at Center Grove School	Shawnee Shawnee, PA	625.00/650.00	<b>535.00/555.00</b>	1122.00/1122.00	564.00/585.00	550.00/615.00
Fifth Grade at Ironia School	Shawnee Shawnee, PA	625.00/650.00	<b>535.00/555.00</b>	1122.00/1122.00	564.00/585.00	550.0/615.00
Sixth Grade Randolph Middle School	Shawnee Shawnee, PA	625.00/650.00	<b>535.00/555.00</b>	1141.00/1141.00	564.00/585.00	553.00/620.00
7 <sup>th</sup> & 8 <sup>th</sup> Grade Randolph Middle School	Camelback Tannersville, PA	625.00/650.00	<b>535.00/555.00</b>	1148.00/1148.00	564.00/585.00	612.00/665.00
Randolph High School	Mt. Creek Vernon, NJ	No bid on this trip.	<b>535.00/555.00</b>	1066.00/1066.00	564.00/585.00	587.00/657.00

**BE IT FURTHER RESOLVED**, that the Randolph Township Board of Education award a contract for Randolph Community School Ski Club bus transportation, SY 2008-2009 to **Long Valley Coach**, 195 Pleasant Grove Road, Long Valley, New Jersey, based on lowest responsible bidder meeting all specifications as stipulated in bid documents.

#### **6. APPROVAL OF JOINT TRANSPORTATION AGREEMENT**

**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 **2008-009** school year, as summarized in **Finance Exhibit # 5**, attached hereto and made a part of the minutes.

#### **7. ACCEPTANCE OF DONATIONS**

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

- **Center Grove PTA**, donation of:  
**Six (6) Smartboards and LCD projectors**, installation included (per the Board and PTA Matching Grant Program), having an estimated value of \$18,850.

**BE IT RESOLVED**, that Deborah Iosso, **Principal of Center Grove Elementary School**, acknowledge the donations in a letter.

**8. APPROVAL OF SERVICES FOR SPECIAL EDUCATION STUDENT**

**RESOLVED**, the Randolph Township Board of Education approve a services agreement with **Ms. Kerri Pizzi**, to conduct Applied Behavioral Analysis Therapy for special education student, N.E., two (2) hours per week for school year 2008-2009. Ms. Pizzi will also write programs / graphing / charting for N.E., for a total of three (3) hours per week, at \$56.00 per hour.

**9. AWARD OF CONTRACT – TORO EQUIPMENT**

**RESOLVED**, the Randolph Township Board of Education advertised for sealed bids for the purchase of one of each of the following: **TORO** Groundsmaster 7210 with Accessories, TORO PC 864 Aerator, TORO Infield Pro 5040 and TORO Aerothatch 83/93 on September 23, 2008. The bids were received and read aloud on Tuesday, October 7, 2008 at 10:00 A.M., at the business offices of the Randolph Township Board of Education, 25 School House Road, Randolph, New Jersey.

In attendance were, Michael Neves, Maryanne Emmel, Andy Hurd and Richard Calhoun.

Bid packages were mailed to the following vendors:

Grainer	Power Place, Inc.	Storr Tractor Company
231 Palisade Road	319 Route 46	3191 Route 22
Elizabeth, NJ 07208	Rockaway, NJ 07866	Branchburg, NJ 08876

The proposals received were as follows:

Storr Tractor, Company	TORO Aerothatch 83/93	\$ 6,910.36
	TORO Groundmaster 7210 w/ Accessories	\$21,640.47
	TORO Infield PRO 5040	\$22,255.81
	TORO PC864 Aerator	\$27,578.00

**BE IT FURTHER RESOLVED**, that the Randolph Township Board of Education award a contract for the purchase of all four TORO items to **Storr Tractor Company**, 3191 Route 22, Branchburg, NJ 08876, in the total amount of \$78,384.64 based on lowest responsible bid meeting all specifications as set forth in the bid documents.