



CHAPPAQUA
Central School District

Financial Update

The Zauderer Property Subdivision

March 3, 2020

Zauderer Acquisition Timeline

October 27, 1973: Bond Referendum to Authorize BOE to Issue Bonds for Property Purchase

November 12, 1973: BOE Resolution to Issue Bond to Acquire Land

November 26, 1973: Purchased for \$125K from Jacob Zauderer

- District Expansion
- Size: 20.36 acres (8 acres set aside for preservation & tree replanting required)



2000s- Expansion Location Selected
for Middle School
(not Zauderer Property)

Timeline

BOE Meeting- Sale Exploration

Public discussion on the exploration of Sale

Neighbors Contacted

Notification mailed to all residences that border this property.





CCSD Subdivision Proposal Team

- ❖ **Jeri Barrett Landscape Architects**
- ❖ **Campbell Engineering Services LLP**
- ❖ **Leggette Brashears Graham/LBG Engineering & WSP**
- ❖ **Carmine Calandrello Mason Contractors**
- ❖ **Cuddy & Feder**
- ❖ **TC Merritts Land Surveyor**



District Governing Policies

Policy 6085: Purchasing and Bidding

Contract Type	Threshold Amount	Process
Public Works Contracts (brick and mortar work)	35K	Public Advertising & Competitive Bidding
Professional Services (legal, engineering, consultants, architects, etc.)	40K	Request for Proposal (RFP)

Expenditures -Policy/Regulation Compliant

Company	Expertise	History	Total
Carmine Calandrello Mason Contractors	Test Pits for Analysis	Purchase Order Years: 2016/17, 2017/18	\$23,761
Cuddy & Feder	Legal Services	Purchase Order Year: 2019/20	\$7,103
TC Merritts Land Surveyor	Surveyor	Purchase Order Years: 2018/19, 2019/20	\$10,280
Total:			\$41,144

Expenditures -Policy/Regulation Non-Compliant

Company	Expertise	History	BOE Appr.	Total	Overage
Jeri Barrett Landscape Arch.	Project Manager & Site Plan Engineer	Contracts approved by BOE Years: 15/16, 16/17, 17/18, 18/19, 19/20	\$90,775 3 Contracts	\$200,697	\$117,724
Campbell Eng.	Water Main, Roadway and Septic Engineering	RFP: Up to 90K Years: 10/11, 12/13, 13/14, 14/15, 16/17, 17/18, 18/19, 19/20	\$90,000	\$204,885	\$114,885
Leggette Brashears Graham LBG Eng.	Stormwater Engineering	RFP: Up to 78K Years: 16/17 & 17/18	\$78,000	\$38,019	\$23,442
WSP		Years: 18/19	-----	\$63,423	-----
Totals				\$507,024	\$256,051

Total Expenditures

Company	Total Spent	Unauthorized Overage
Jeri Barrett Landscape Arch.	\$200,697	\$117,724
Campbell Eng.	\$204,885	\$114,885
Leggette Brashears Graham LBG Eng.	\$38,019	\$23,442
WSP	\$63,423	
Carmine Calandrello Mason Contractors	\$23,761	-----
Cuddy & Feder	\$7,103	-----
TC Merritts Land Surveyor	\$10,280	-----
Total	\$548,169	\$256,051



Zauderer Property

All Professional Services were necessary for Town Planning Board approvals for subdivision, and verified during the payment process.



Payment Process

Business Office

Contract /RFP Approved by BOE
(when applicable)

Purchase Order Opened

Invoice Submitted /Work Verified

Warrant Created

Paperwork Submitted to Claims
Auditor for Approval

Claims Auditor

Contract/RFP Review

BOE Approval Review

Purchase Order Reviewed

Invoice Reviewed

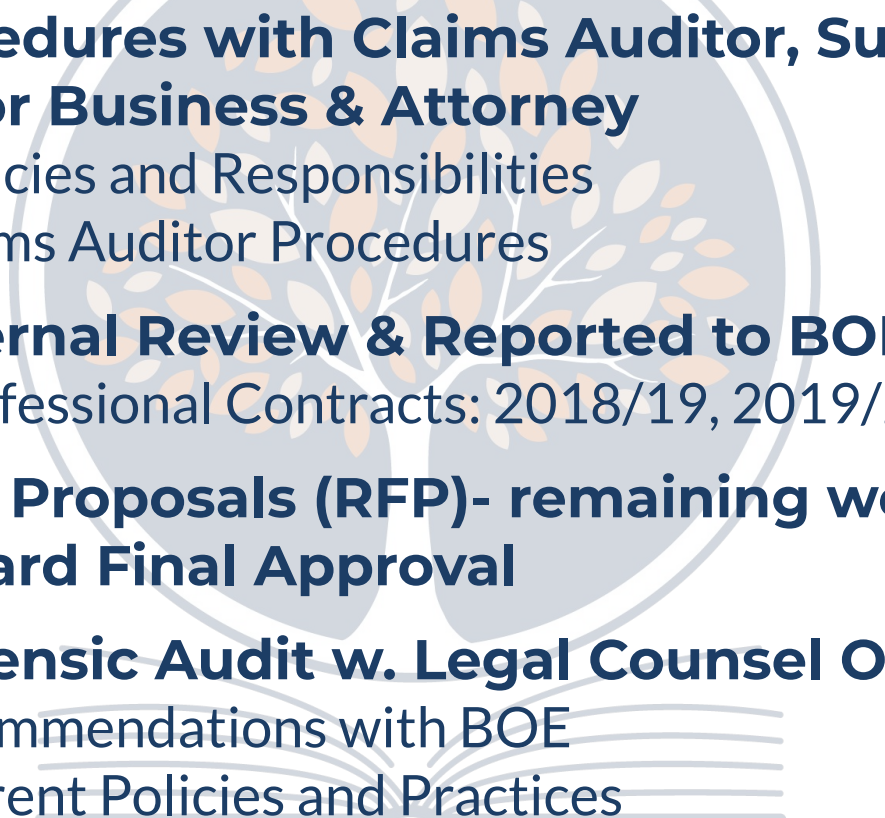
Warrant Verified & Signed

Accounts Payable

Signed Warrant Reviewed

Check Released with
Treasurer's Signature

CCSD Action Steps

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- ☒ **Review Procedures with Claims Auditor, Superintendent, Asst. Supt. for Business & Attorney**
 - Review Policies and Responsibilities
 - Revise Claims Auditor Procedures
 - ☒ **Conduct Internal Review & Reported to BOE**
 - Review Professional Contracts: 2018/19, 2019/20
 - ☒ **Requests for Proposals (RFP)- remaining work for Town Planning Board Final Approval**
 - ☐ **Conduct Forensic Audit w. Legal Counsel Oversight**
 - Share Recommendations with BOE
 - Revise Current Policies and Practices



Thank You