

MWBE and Services Procurement Committee Report

2 May 2019

Prepared by: Tabatha Santiago

Meeting attended by: Board Chair Allen Williams, Vice Chair Mike Schmidt, Norman Jones (Arrived at: 8:09), Tom Richards, I. Geena Cruz, ICO Brian Sanvidge; Savin Program Director Pépin Accilien, Savin Deputy Director Roland Coleman; General Counsel Greg McDonald, Ed Hourihan, and Attorney Melissa Mahler.

Board Chair Allen Williams convened the meeting at 8:04 a.m.

Action Items

1. **Authorization to Bid: DWT Mini Bid – Network Equipment & VoIP Phones for 2b & 2c Schools (Edison, Barton School No. 2, Forbes School No. 4, Lincoln School No. 22 & Flower City School No. 54)**

Pépin Accilien stated that this request is for authorization to release Mini Bids for Network Equipment and VoIP Phones for Phase 2b and 2c schools. Bidding the aforementioned off NYS OGS contracts will ensure that we secure the best pricing for the equipment and services for the District. Installation will be performed by the Electrical Contractors and systems will be compatible to the District standards. The budget for this Contract work is: \$1,200,000.00. Bids scheduled to be opened on May 24, 2019, and Award at the upcoming June 2019 RJSCB meeting. Schedule shows delivery of items between June 15, 2019 and April 30, 2020.

Motion to move this item to the full Board for consideration at the monthly Board meeting on May 6, 2019 by Tom Richards; Second by Michael Schmidt. Approved 4-0.

2. **Bid Award: FF&E for Lincoln School No. 22**

Pépin Accilien stated that our Furniture Consultant (Vargas Associates) is asking the Board for authorization to issue Purchase Orders to FM Office Products, Hertz Furniture, and Quality Office Environments for their unit pricing bids received on January 23, 2019 for a combined “Not-To-Exceed” amount of \$61,487.00. This procurement is for Maker Space and Music Room Furniture that will be received in the Summer of 2019.

Motion to move this item to the full Board for consideration at the monthly Board meeting on May 6, 2019 by Michael Schmidt; Second by Tom Richards. Approved 4-0.

3. **Amendment #2 to LaBella Associates for Edison Educational Campus – Phase 2B.1**

Pépin Accilien stated that this 2nd Amendment to LaBella Associates is for the additional Architectural services to Design, Bid, Award, and Administer the Construction of the list of scope items attached. The total value of this Amendment is not to exceed \$409,960.00.

Motion to move this item to the full Board for consideration at the monthly Board meeting on May 6, 2019 by Michael Schmidt; Second by I. Geena Cruz. Approved 5-0.

4. **Amendment #2 to Buffalo Construction Consultants for Edison Educational Campus – Phase 2B.1**

Pépin Accilien stated that this 2nd Amendment to Buffalo Construction Consultants (BCC) is for continued Construction Management services for Pre-Construction Bid, Award, Construction, Close-Out and Warranty for the additional scope listed in the attached. The Total value of this Amendment is not to exceed \$522,675.00.

Motion to move this item to the full Board for consideration at the monthly Board meeting on May 6, 2019 by Michael Schmidt; Second by I. Geena Cruz. Approved 5-0.

5. **Amendment #3 to SEI Design Group for Dr. Walter Cooper School No. 10**

Pépin Accilien stated that this 3rd Amendment to SEI Design Group is to resolve a Design Phase credit to reimburse the RSMP for damages to utility lines caused by inadequate review by the A/E sub-consultant and to provide additional Architectural Design services to align the increased Fixed Limit of Construction (FLC) to the Smart Schools Bond. The Total value of this Amendment is not to exceed \$139,024.00.

Motion to move this item to the full Board for consideration at the monthly Board meeting on May 6, 2019 by Michael Schmidt; Second by Tom Richards. Approved 5-0.

6. Change Orders to Clara Barton No. 2 Contractors

- # 23 to the GC Contractor – DiPasquale Construction

Pépin Accilien & Rob Skeelee reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on May 6, 2019 by Tom Richards; Second by Norm Jones. Approved 5-0.

7. Change Orders to Forbes School No. 4 Contractors

- #9 to GC Contractor – DiPasquale Construction

Pépin Accilien & Terry LoConte reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on May 6, 2019 by Norm Jones; Second by Michael Schmidt. Approved 5-0.

8. Change Orders to Lincoln School No. 22 Contractors

- #5 & 6 to GC Contractor – Steve General Constructors
- #1 to MC Contractor – Nairy Mechanical

Pépin Accilien & Wayne Williams reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on May 6, 2019 by I. Geena Cruz; Second by Michael Schmidt. Approved 5-0.

9. Change Orders to East Upper and Lower School Contractors

- #14 to GC Contractor – Holdsworth Klimowski Construction

Pépin Accilien & Wayne Williams reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on May 6, 2019 by Norm Jones; Second by I. Geena Cruz. Approved 5-0.

Non-Action / Discussion Items

10. Report: Amendments Authorized by Chair

Pépin Accilien stated that the amount authorized by the Chair this month for three amendments is \$15,000.00. Supporting information is included in the Committee Packet, and outlined below for this month:

Amendments Authorized by Chair			
Project	Firm	Amendment No.	Amount
Edison Educational Campus	Buffalo Construction Consultants	19-BCCED-01	\$ 15,000.00
Edison Educational Campus	LaBella Associates	19-PIKE-15-01	\$ 10,000.00
Grissom No. 7	SEI Design Group	19-SEI7-003	\$ (10,000.00)
TOTAL:			
		3	\$ 15,000.00

11. Report: Purchase Orders Authorized by Chair

Pépin Accilien stated that the amount authorized by the Chair this month for two Purchase Orders is \$34,840.30. Supporting information is included in the Committee Packet, and outlined below for this month:

Purchase Orders Authorized by Chair				
Project	Contractor	PO #	PRODUCT/SERVICE	Amount
Monroe 2B	Day Automation	DWT-CABLE-MHS2b-1	Patch Panels/CAT6 Network Jacks	\$16,790.00
Edison	Boulter Industrial Contractors	M-2B-0017	Robotics move	\$18,050.30
TOTAL:		2		\$34,840.30

12. Report: Change Orders Authorized by Chair

Pépin Accilien stated that the amount authorized by the Chair this month is for 15 Change Orders totaling \$102,242.95, included in the Committee Packet, and outlined below for this month:

Change Orders Authorized by Chair for May 2019 Mtg			
PROJECT	CONTRACTOR	C/O #	AMOUNT
CSOR 15	EC - CONCORD ELECTRIC	22	\$ 797.26
SPENCER 16	GC - MANNING SQUIRES HENNIG	37	\$ 7,684.00
	PC - D. V. BROWN	8	\$13,693.64
BARTON 2	GC - DiPASQUALE	19	\$ 7,862.00
	GC - DiPASQUALE	20	\$ 8,553.00
	GC - DiPASQUALE	21	\$ 8,826.00
	GC - DiPASQUALE	22	\$ (7,473.00)
	MC - DANFORTH	5	\$ (21,399.00)
	EC - CONCORD ELECTRIC	20	\$ 8,485.00
	PC - FERRAUILO	10	\$ 18,736.00
FORBES 4	PC - THURSTON DUDEK	3	\$14,435.64
LINCOLN 22	PC - D. V. BROWN	1	\$ 3,972.91
EDISON	GC - MANNING SQUIRES HENNIG	11	\$ 20,261.00
	PC - FERRAUILO	9	\$ 5,616.50
SWW	MC - FERRAUILO	12	\$ 12,192.00
TOTAL		15	\$ 102,242.95

Committee Meeting: Thursday, May 2, 2019

13. Phase 3 Update of the Draft Strategic Plan/Legislation

No change.

14. BOP Revolving Loan Program (RLP) Update

RJSCB Revolving Loan Program Activities as of 4/30/2019:

Borrower	Loan Date	Amount Borrowed	Amount Repaid	Balance
Precision Concrete and Masonry	9/13/2017	10,000.00	10,000.00	0.00
Torry Butler	11/2/2017	9,720.00	9,720.00	0.00
Rosecroft	12/15/2017	10,000.00	10,000.00	0.00
Precision Concrete and Masonry #2	1/8/2018	10,000.00	10,000.00	0.00
Coloring on Canvas	5/25/2018	10,000.00	10,000.00	0.00
Cannon Electric	8/1/2018	10,000.00	10,000.00	0.00
Gateway III Construction Group	7/25/2018	10,000.00	10,000.00	0.00
Coloring on Canvas #2	8/8/2018	10,000.00	10,000.00	0.00
Gateway III Construction Group #2	9/25/2018	10,000.00	10,000.00	* 0.00
		89,720.00	89,720.00	

RJSCB Revolving Loan Program

Balance of Funds	
Initial Deposit	250,000.00
Loans paid out	-89,720.00
Loans collected	89,720.00
Interest earned	450.14
REDCO fee (1.5%)	-1,045.80
City fee (.5%)	-348.60
Balance	249,055.74

The Finance Committee meeting began at 8:23 a.m. and concluded at 8:35 a.m. (see Finance Committee Report).

Executive Session

At 8:36 a.m. Board Chair Allen Williams asked the Committee to go into Executive Session pursuant to New York Public Officer’s Law Article 7, Section 105.1 (f), to discuss particular Corporations and their respective Contracts.

Motion by Michael Schmidt
 Second by Norm Jonex
 Approved 5-0

The Committee came out of Executive session at 8:55 a.m.

Motion by Tom Richards
 Second by Norm Jones
 Approved 5-0

Meeting adjourned at 8:56 a.m.