

MWBE and Services Procurement Committee Report

6 February 2020

Prepared by: Kimberly Mitchell

Meeting attended by: Board Chair Norman Jones (8:17), Vice-Chair Michael Schmidt, Tom Richards, Jesse Dudley, Rosiland Brooks-Harris, I. Geena Cruz, RJSCB Program Coordinator Allen Williams, Savin Program Director P  pin Accilien, Savin Deputy Director Roland Coleman and General Counsel Ed Hourihan, Attorney Melissa Mahler and ICO Brian Sanvidge. Member Everton Sewell was absent.

Board Vice Chair Schmidt convened the meeting at 8:08 a.m.

Action Items

1. Amendment #1 to DiMarco Constructors at Forbes School No. 4

Allen Williams stated this amendment to DiMarco's contract is for additional Construction Management services for Forbes School 4. Services included negotiating and holding bid pricing, master schedule revisions, meetings with contractors and consultants and attendance at RSMP meetings. Additional work was required due to existing building conditions and extending the contract out until the first week of February 2020. This amendment also contains a credit for unused BOP and document printing allowance.

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 10, 2020 by Richards ; Second by Cruz . Approved 5 - 0 .

2. Recommendation Letter for Edison – HVAC Controls

Allen Williams reviewed the Recommendation Letter with the Board and stated that this request is to provide Energy Management Controls at Edison Technical Campus.

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 10, 2020 by Richards ; Second by Brooks-Harris . Approved 5 - 0 .

3. Recommendation Letter for Cooper School No. 10 – Playground Equipment

Allen Williams reviewed the Recommendation Letter with the Board and stated that this request is to provide playground equipment at Cooper School 10.

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 10, 2020 by Richards ; Second by Cruz . Approved 5 - 0 .

4. Change Orders to Barton School No. 2 Contractors

- #58 and 61 to DiPasquale Construction (GC)

Allen 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 February 10, 2020 by Richards ; Second by Cruz . Approved 5 - 0 .

5. Change Order to Flower City No. 54 Contractor

- #7 to Manning Squires Hennig (GC)

Allen Williams reviewed the Change Order and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 10, 2020 by Richards ; Second by Dudley . Approved 5 - 0 .

Non-Action / Discussion Items

6. Report: Amendments Authorized by Chair

Allen Williams & Pépin Accilien stated that the amount authorized by the Chair this month is for 2 Amendments totaling \$21,710.00, included in the Committee Packet, and outlined below for this month:

Amendments Authorized by Chair for February 2020 Meeting			
Project	Firm	Amendment No.	Amount
East	CannonDesign	19EHS-P2-006	\$23,710.00
Monroe High 2b	Escapade	20-ART-MH2B-01	(\$2,000.00)
TOTAL:		2	\$21,710.00

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7. Report: Change Orders Authorized by Chair

Allen Williams & Pépin Accilien stated that the amount authorized by the Chair this month is for 12 Change Orders totaling \$225,282.56, included in the Committee Packet, and outlined below for this month:

Change Orders Authorized by Chair for February 2020 Mtg			
PROJECT	CONTRACTOR	C/O #	AMOUNT
BARTON 2	GC - DIPASQUALE CONSTRUCTION	60	\$ 13,780.00
	PC - MICHAEL A. FERRAUULO	20	\$ 4,039.00
COOPER 10	GC - MANNING SQUIRES HENNIG	5	\$ 33,827.00
	EC - CONCORD ELECTRIC	3	\$ 5,731.00
	PC - MICHAEL A. FERRAUULO	1	\$ 34,855.00
LINCOLN 22	GC - STEVE GENERAL	13	\$ 34,649.91
	PC - D.V.BROWN INC.	5	\$ 13,267.18
FORBES 4	GC - DIPASQUALE CONSTRUCTION	19	\$ 13,177.23
FLOWER CITY 54	GC - MANNING SQUIRES HENNIG	5	\$ 16,794.00
	GC - MANNING SQUIRES HENNIG	8	\$ 10,148.00
	EC - FREY ELECTRIC	2	\$ 33,768.24
EDISON	GC2-STEVE GENERAL	2	\$ 11,246.00
TOTAL		12	\$ 225,282.56

Committee Meeting: Thursday, February 6, 2020

Board Chair Norman Jones asked the Committee to go into Executive Session pursuant to New York Public Officer's Law Article 7, Section 105.1 (f).

Motion by Member Cruz

Second by Member Dudley

Approved 6-0 at 8:35 a.m.

The Committee came out of Executive session at 9:07 am.

Motion by Member Cruz

Second by Member Dudley

Approved 6-0

8. Property Acquisition – UPDATE

This item was moved to the Executive Session agenda for Monday, February 10, 2020.

9. Phase 3 Draft Strategic Plan/Legislation - UPDATE

This item was moved to the Executive Session agenda for Monday, February 10, 2020.

10. BOP Revolving Loan Program (RLP) Update

RJSCB Revolving Loan Program Activities as of 1/31/2020:

**RJSCB Revolving Loan Program
1/31/2020**

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	

Balance of Funds

Initial Deposit	250,000.00
Loans paid out	-89,720.00
Loans collected	89,720.00
Interest earned	822.17
REDCO fee (1.5%)	-1,345.80
City fee (.5%)	-448.60
Balance	249,027.77

The Finance Committee meeting began at 9:09 am and concluded at 9:37 am (see Finance Committee Report).

Motion by Member Cruz

Second by Member Dudley

Approved 6-0

Meeting adjourned at 9:37 am.