

MWBE and Services Procurement Committee Report

5 December 2019

Prepared by: Kimberly Mitchell

Meeting attended by: Board Chair Norman Jones, Vice-Chair Michael Schmidt, Tom Richards, Jesse Dudley, and; ICO Brian Sanvidge; RJSCB Program Coordinator Allen Williams; Savin Program Director P  pin Accilien, Savin Deputy Director Roland Coleman; General Counsel Greg McDonald, and Attorney Melissa Mahler. Members Rosiland Brooks-Harris, I. Geena Cruz and Everton Sewell were absent.

Board Chair Jones convened the meeting at 8:11 a.m.

Action Items

1. Purchase Order Request: Cooper School No. 10 – FF&E Furniture

Allen Williams reviewed the Purchase Order Request with the Board and stated that this request is to provide Cooper School No. 10 with new furniture for Summer 2020.

Motion to move this item to the full Board for consideration at the monthly Board meeting on December 9, 2019 by

_____ Richards _____; Second by _____ Schmidt _____. Approved 4 - 0.

2. Purchase Order Request: Flower City School No. 54 – FF&E Furniture

Allen Williams reviewed the Purchase Order Request with the Board and stated that this request is to provide Flower City School No. 54 with new furniture for Summer 2020.

Motion to move this item to the full Board for consideration at the monthly Board meeting on December 9, 2019 by

_____ Richards _____; Second by _____ Schmidt _____. Approved 4 - 0.

3. Change Orders to Barton School No. 2 Contractors

- #52 to DiPasquale Construction (GC)
- #47 to Concord Electric (EC)

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 December 9, 2019 by

_____ Schmidt _____; Second by _____ Dudley _____. Approved 4 - 0.

4. Change Order to Flower City No. 54 Contractor

- #2 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 December 9, 2019 by

_____ Schmidt _____; Second by _____ Richards _____. Approved 4 - 0.

5. Change Order to Cooper School No. 10 Contractor

- #3 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 December 9, 2019 by

_____ Richards _____; Second by _____ Dudley _____. Approved 4 - 0.

6. Change Orders to Forbes School No. 4 Contractor

- #17 to DiPasquale Construction (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 December 9, 2019 by

_____ Schmidt _____; Second by _____ Richards _____. Approved 4 - 0.

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 Jesse Dudley
 Second by Vice Chair Schmidt
 Approved 4-0 at 8:24 a.m.

The Committee came out of Executive session at 8:43 a.m.

Motion by Vice Chair Schmidt
 Second by Jesse Dudley
 Approved 4-0

Non-Action / Discussion Items

7. Report: Amendments Authorized by Chair

Allen Williams & Pépin Accilien stated that the amount authorized by the Chair this month is for 2 Amendments totaling a credit of **\$26,983.86**, included in the Committee Packet, and outlined below for this month:

| Amendments Authorized by Chair | | | |
|---------------------------------------|-------------|----------------------|----------------------|
| Project | Firm | Amendment No. | Amount |
| Spencer School 16 | SWBR | 19-SWBR16-005 | \$ 33,758.00 |
| School 7 | SEI Design | 19-SEI7-004 | (\$60,741.86) |
| TOTAL: | | 2 | (\$26,983.86) |

Committee Meeting: Thursday, December 5, 2019

8. Report: Change Orders Authorized by Chair

Allen Williams & Pépin Accilien stated that the amount authorized by the Chair this month is for 23 Change Orders totaling **\$117,830.09**, included in the Committee Packet, and outlined below for this month:

| Change Orders Authorized by Chair for December 2019 Mtg | | | |
|----------------------------------------------------------------|------------------------------|--------------|---------------|
| PROJECT | CONTRACTOR | C/O # | AMOUNT |
| FLOWER CITY 54 | GC - MANNING SQUIRES HENNIG | 1 | \$29,360.00 |
| | EC - FREY ELECTRIC | 1 | \$2,532.68 |
| EDISON | MC - JOHN W. DANFORTH (PH | 1 | (\$8,497.03) |
| | EC - HEWITT YOUNG | 15 | \$ 4,995.99 |
| BARTON 2 | GC - DIPASQUALE CONSTRUCTION | 49 | \$ 11,736.00 |
| | GC - DIPASQUALE CONSTRUCTION | 50 | \$ 18,543.00 |
| | GC - DIPASQUALE CONSTRUCTION | 51 | \$ 11,950.00 |
| | GC - DIPASQUALE CONSTRUCTION | 53 | (\$16,392.00) |
| | GC - DIPASQUALE CONSTRUCTION | 54 | \$ 2,731.00 |
| | MC - JOHN W. DANFORTH | 14 | \$ 11,425.00 |
| | MC - JOHN W. DANFORTH | 15 | \$ 12,292.00 |
| | MC - JOHN W. DANFORTH | 16 | (\$5,000.00) |
| | MC - JOHN W. DANFORTH | 17 | \$ 6,071.00 |
| | EC - CONCORD ELECTRIC | 48 | \$ 5,152.00 |
| | EC - CONCORD ELECTRIC | 49 | (\$5,000.00) |
| | EC - CONCORD ELECTRIC | 50 | \$ 15,391.00 |
| | PC - MICHAEL A. FERRAULO | 16 | \$ 1,157.00 |

| Change Orders Authorized by Chair for December 2019 Mtg | | | |
|---------------------------------------------------------|-----------------------------|-----------|---------------------|
| PROJECT | CONTRACTOR | C/O # | AMOUNT |
| | PC - MICHAEL A. FERRAUILO | 17 | (\$5,000.00) |
| | PC - MICHAEL A. FERRAUILO | 18 | \$ 10,514.00 |
| LINCOLN 22 | GC - STEVE GENERAL | 12 | \$ 13,718.98 |
| COOPER 10 | GC - MANNING SQUIRES HENNIG | 2 | \$ 20,647.00 |
| MH2A | EC - EASTCOAST ELECTRIC | 22 | (\$44,671.09) |
| FORBES 4 | EC - CONCORD ELECTRIC | 10 | \$ 24,173.56 |
| | TOTAL | 23 | \$117,830.09 |

Committee Meeting: Thursday, December 5, 2019

9. Report: Purchase Orders Authorized by Chair

Allen Williams & Pépin Accilien stated that the amount authorized by the Chair this month is for 1 Purchase Order totaling \$34,450.00, included in the Committee Packet, and outlined below for this month:

| Purchase Orders Authorized by Chair | | | | |
|-------------------------------------|------------|-----------------|------------------|--------------------|
| Project | Contractor | PRODUCT/SERVICE | PO # | Amount |
| Monroe | Escapade | Mural Artwork | DWT-ART-MON2B-03 | \$ 34,450.00 |
| | | | TOTAL: | \$34,450.00 |

Committee Meeting: Thursday, December 5, 2019

10. School 54 Existing Hazmat Issue - UPDATE

The Board was made aware that a large change order will be needed to address additional hazmat at School 54. The budgeting and negotiations to capture costs associated with hazmat removal preparation, tear down and final cleaning was received 4DEC19 in the amount of \$238,000. The ACM removal and encapsulation additional costs will be captured in a future change order expected not to exceed \$500,000. The project schedule will be significantly impacted if the work does not commence by mid-December, including additional premium labor surcharges. The SED consultation is underway as to whether this unexpected latent work scope must be publicly bid (due to cost), which will further extend the overall schedule and increase costs.

11. Potential Property Acquisition – UPDATE

Updated the Board on the potential property acquisitions around the School 4 and School 54 projects. Meeting held with RSMP/RCSDB/RJSCB Leadership and City’s real estate department on 26NOV2019 to address funding sources for the acquisitions and status of the offers made or will be made to property owners around Schools 54 and 4. Revisions to the overall campus site design by the Architect/Engineer will begin after the acquisitions.

12. Schools 2 & 4 Mid-Year Move Cancellation - Building Security and Maintenance - UPDATE

Provided an update to the Board regarding ongoing security and maintenance plans to protect and maintain Schools 2 and 4 from substantial completion this month to occupancy in September 2020 following the District’s decision to cancel the planned moves of students and staff from Swing Space to their permanent homes which were scheduled to occur this November/December 2019.

13. Phase 3 Draft Strategic Plan/Legislation - UPDATE

RJSCB/RCSDB/RSMP Leadership met with members of the locally elected delegation and stakeholders last month to discuss revisions to the Phase III Bill. The revised draft Phase III Legislation and a document highlighting RSMP accomplishments were sent to Legislative Aides and the Legislature’s Ways and Means Committee for review in advance of the next legislative session reconvening in January 2019. The plan seeks passage of the Bill in February 2020.

14. BOP Revolving Loan Program (RLP) Update

RJSCB Revolving Loan Program Activities as of 10/31/2019:

**RJSCB Revolving Loan Program
10/31/2019**

| 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 | |

| |
|-------------------------|
| Balance of Funds |
|-------------------------|

| | |
|------------------|-------------------|
| Initial Deposit | 250,000.00 |
| Loans paid out | -89,720.00 |
| Loans collected | 89,720.00 |
| Interest earned | 728.26 |
| REDCO fee (1.5%) | -1,345.80 |
| City fee (.5%) | -448.60 |
| Balance | 248,933.86 |

The Finance Committee meeting began at 8:46 am and concluded at 8:48 am (see Finance Committee Report).

Motion by Dudley

Second by Richards

Approved 4-0

Meeting adjourned at 9:08 am.