

**Rochester Joint Schools Construction  
Board Monthly Meeting Minutes  
December 14, 2020  
4:00 PM**

**Present – Called to Order at 4:04 pm**

The virtual meeting was attended by Board Chair Norman Jones, Vice Chair Michael Schmidt, Rosiland Brooks-Harris, Jesse Dudley (In 4:28), Thomas Richards, I. Geena Cruz (Out 5:21), RJSCB Coordinator Allen Williams, Savin Program Director Pépin Accilien, Savin Deputy Directors Roland Coleman and Marcial Morales; General Counsel Edward Hourihan (Executive Session), Attorney Melissa Mahler and ICO Brian Sanvidge.

**Approval of Minutes**

Monthly Meeting held on November 9, 2020

Motion by Board Member Vice Chair Mike Schmidt

Second by Board Member Geena Cruz

Approved 6-0

**Action Items**

**Resolution 2020-21:42**

**Acceptance of 2019-2020 Audit Report**

**Moved by Board Member Tom Richards**

**Second by Board Member Geena Cruz**

**Adopted 6-0**

**Resolution 2020-21:43**

**Pay Requisition Summary Acceptance (November 2020)**

**Moved by Board Member Tom Richards**

**Second by Board Member Norman Jones**

**Adopted 6-0**

**Resolution 2020-21:44**

**Change Orders #29-30 to Dipasquale Construction (School 4 Phase 2c)**

**Moved by Board Member Tom Richards**

**Second by Board Member Mike Schmidt**

**Adopted 6-0**

**Resolution 2020-21:45**

**Change Orders #16-17 to Manning Squires Hennig (School 10 Phase 2c)**

**Moved by Board Member Mike Schmidt**

**Second by Board Member Tom Richards**

**Adopted 6-0**

**Resolution 2020-21:46**

**Change Order #22 to Steve General Contractors (School 22 Phase 2c)**

**Moved by Board Member Jesse Dudley**

**Second by Board Member Tom Richards**

**Adopted 6-0**

**Resolution 2020-21:47**

**Change Order #34 to Manning Squires Hennig (School 54 Phase 2d)**

**Moved by Board Member Mike Schmidt**

**Second by Board Member Tom Richards**

**Adopted 6-0**

**Resolution 2020-21:48**

**Change Orders # 90 to Holdsworth Klimowski (East High Phase 2a)**

**Moved by Board Member Jesse Dudley**

**Second by Board Member Rosalind Brooks-Harris**

**Adopted 6-0**

**Resolution 2020-21:49**

**Change Order #17 to Hewitt Young Electric (East High Phase 2a)**

**Moved by Board Member Geena Cruz**

**Second by Board Member Rosalind Brooks-Harris**

**Adopted 6-0**

**MEETING NOTES:**

- Kathryn Barrett of Freed Maxick presented the FY 2019-2020 auditor's report in connection with the basic financial statements of the Rochester Joint Schools Construction Board (RJSCB) as of, and for, the year ended June 30, 2020. Freed Maxick answered questions from the RJSCB and expressed its opinion on the Board's audited financial statements, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).
- Program Director P  pin Accilien and Chris Clarke reviewed the monthly cost reports and pay requisition summary for November 2020. Mr. Accilien answered questions on the Cost Reports and overall Program Budget Allocations from Board member Richards and Chairman Jones.

**Communications**

**The Compliance Report from Anchin was not included in the Members packets but was reviewed by ICO Brian Sanvidge.**

**Phase 2:**

– 98.08% submissions for the October 2020 reporting period.

– Total October 2020 workforce hours: 8,076.20

– Overall Workforce (EEO) Participation: Minority @ 26.60% (goal is 22%) and Women @ 6.41% (goal is 8%).

– Overall Workforce (EEO) Participation: Minority Males @ 23.13% and All Women @ 9.87%.

– Overall Business Participation: Minority @ 20.16% (goal is 17%), Women @ 12.57% (goal is 10%), Small @ 2.69% (goal is 3%) and Disadvantaged @ 2.71% (goal is 3%).

– Rochester Residents: 85 of the 401 workers for the August 2020 reporting period (or 21.13%).

**Report: Change Orders Authorized by Chair**

RJSCB Coordinator Allen Williams stated that the amount authorized by the Chair the month was for 13 Change Orders totaling \$187,519.29, included in the Board Packet, and outlined below:

<b>Change Orders Authorized by Chair for December 2020 Mtg</b>				
<b>PROJECT</b>	<b>CONTRACTOR</b>	<b>C/O #</b>	<b>AMOUNT</b>	<b>SIGNATURE</b>
<b>BARTON 2</b>	GC – DIPASQUALE CONSTRUCTION, INC.	69	\$ 1,243.00	Norman H. Jones
	EC – CONCORD ELECTRIC	60	\$ 1,302.00	Norman H. Jones
<b>COOPER 10</b>	GC – MANNING SQUIRES HENNIG	18	\$ 24,466.00	Norman H. Jones
<b>LINCOLN 22</b>	GC – STEVE GENERAL CONTRACTOR	23	\$ 16,325.20	Norman H. Jones
<b>FLOWER CITY 54</b>	GC - MANNING SQUIRES HENNIG	35	\$ 20,105.00	Norman H. Jones
	EC – FREY ELECTRIC	11	\$ 741.81	Allen K. Williams
<b>EAST HIGH</b>	GC- HOLDSWORTH KLIMOWSKI	89	\$ 32,057.00	Norman H. Jones
	MC – JOHN W. DANFORTH	34	\$ 34,702.83	Norman H. Jones
	EC – HEWITT YOUNG ELECTRIC	71	\$ 15,896.20	Norman H. Jones
<b>EDISON</b>	GC – STEVE GENERAL CONTRACTOR	14	\$ 31,102.00	Norman H. Jones
	GC – STEVE GENERAL CONTRACTOR	15	\$ (2,749.01)	Norman H. Jones
	MC – JOHN W. DANFORTH	3	\$ 33,176.61	Norman H. Jones
	EC – HEWITT YOUNG ELECTRIC	1	\$ (20,849.35)	Norman H. Jones
<b>TOTAL</b>		<b>13</b>	<b>\$ 187,519.29</b>	

**Report: Amendments Authorized by Chair**

RJSCB Coordinator Allen Williams stated that the amount authorized by the Chair the month was for 6 Amendments totaling \$(83,287.26), included in the Board Packet, and outlined below:

<b>Amendments Authorized by Chair for December 2020 Meeting</b>					
<b>Project</b>	<b>Firm</b>	<b>Amendment No.</b>	<b>Description</b>	<b>Amount</b>	<b>Signature</b>
School 2	Pike Co.	2	Unexpended Allowance Deduct	\$ (49,817.07)	Allen K. Williams
School 22	Moody Nolan	7	Courtyard Bench/Layout Redesign	\$4,990.00	Allen K. Williams
Edison	Armor Security	2	Additional Security – November 2020	\$12,500.00	Norman H. Jones
	BCC	3	Unexpended Allowance Deduct	\$ (18,292.73)	Allen K. Williams
	LaBella	3	Unexpended Allowance Deduct	\$ (53,667.46)	Allen K. Williams
Schools 2, 4, 10	AP Security	4	Additional Security	\$21,000.00	Allen K. Williams
<b>TOTAL</b>		<b>6</b>		<b>\$ (83,287.26)</b>	

**Report: Purchase Orders Authorized by Chair**

RJSCB Coordinator Allen Williams stated that the amount authorized by the Chair the month was for 13 Purchase Orders totaling \$105,705.68, included in the Board Packet, and outlined below:

<b>Purchase Orders Authorized by Chair for December 2020 Meeting</b>					
<b>Project</b>	<b>Contractor</b>	<b>Product/Service</b>	<b>PO Number</b>	<b>Amount</b>	<b>Signature</b>
School 2	Day Automation	Video Access Controls	DWT-VIDEO-SCH2-16	\$ 2,347.29	Allen Williams
	Lightspeed Technologies	Classroom Amps	DWT-AMP-SCH2-15	\$ 3,668.80	Allen Williams
School 4	Day Automation	Video Access Controls	DWT-VIDEO-SCH4-13	\$ 4,694.58	Allen Williams
	Boulter Industrial Contractors	Furniture Moving	M-2C-0009	\$ 3,000.00	Allen Williams
School 10	Flower City Communications	Communications Equipment	DWT-COMM-SCH10-14	\$ 13,016.75	Allen Williams
	MLB Cleaning Services	Cleaning Services	CLEANING-SCH10-06	\$ 15,400.00	Allen Williams
School 54	CDW	Computer Arms	DWT-ARM-SCH54-16	\$ 624.70	Allen Williams
	Flower City Communications	Communications Equipment	DWT-COMM-SCH54-17	\$ 12,566.75	Allen Williams
	FES Inc.	Furniture Delivery	FFE-2D-0009	\$ 950.00	Allen Williams
East	C&C Miraculous Cleaning	Cleaning Services	CLEANING-EAST-01	\$ 5,500.00	Allen Williams
	Day Automation	Security Cameras	DWT-CAM-EAST-16	\$ 29,133.37	Allen Williams
	CDW	PC Brackets	DWT-ARM-EAST-17	\$ 12,196.44	Allen Williams
	Troxell Communications	Classroom Amps	DWT-AMP-EAST-18	\$ 2,604.00	Allen Williams
		<b>TOTAL</b>	<b>13</b>	<b>\$ 105,702.68</b>	

**Adjourned at 5:55 pm.**

Motion by Member Tom Richards  
Second by Member Rosiland Brooks-Harris  
Approved 6-0

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 Member Mike Schmidt  
Second by Member Rosiland Brooks-Harris  
Approved 6-0 at 5:23 pm.

The Board came out of Executive Session at 5:54 pm.  
Motion by Member Mike Schmidt  
Second by Member Rosiland Brooks-Harris  
Approved 6-0