

**Rochester Joint Schools Construction
Board Monthly Meeting Minutes
April 11th, 2022
4:00 PM**

Present – Called to Order by the Board Chair at 4:03 PM

The meeting was attended by Board Chair Thomas Richards, Vice Chair Michael Schmidt (virtually), Treasurer Kim Jones (virtually), Jesse Dudley, Richard Perrin (virtually 4:51pm), Genelle Morris (virtually), Program Coordinator Allen Williams, Savin Program Director P  pin Accilien, Savin Deputy Director Roland Coleman, General Counsel Greg McDonald (virtually), Ed Hourihan (virtually), Melissa Mahler, and ICO Brian Sanvidge.

Approval of Minutes

Monthly Meeting held on March 14, 2022

Motion by Board Member: Jesse Dudley

Second by Board Member: Michael Schmidt

Approved: 6-0

Action Items

Resolution 2021-22:97

Pay Requisition Summaries Acceptance (March 2022)

Moved by Board Member: Michael Schmidt

Second by Board Member: Jesse Dudley

Adopted: 6-0

Resolution 2021-22:98

Amendment #8 to Savin Engineers P.C. Program Manager Agreement (RSMP Phase 2)

Moved by Board Member:

Second by Board Member:

Adopted: TABLED

Resolution 2021-22:99

Engage 3rd Party Mediation Concerning HYE claim

Moved by Board Member: Richard Perrin

Second by Board Member: Jesse Dudley

Adopted: 6-0

MEETING NOTES:

1. Phase 2 Budget Report

P  pin Accilien and Christopher Clarke reviewed the report with the Committee. All pending change order items brought to the Committee were included and tracking well. Expenditures (hard and soft costs) for the first group of projects in Phase 2a total **\$165,235,415.81**. Expenditures (hard and soft costs) for the second group of projects in Phase 2b total **\$140,076,555.82**. Expenditures (hard and soft costs) for the third group of projects in Phase 2c total **\$114,112,035.79**. Expenditures (soft costs) for the fourth and final project for Phase 2d total of **\$24,562,844.38**. Total amounts paid to date for all Phase 2 projects total **\$443,551,532.58** of the \$435,000,000 borrowing limit and the approximately \$16,388,719 of supplemental and residual funds for additional projects requested by the RJSCB on behalf of the RCSD and the City (i.e., SSBA, CSG, NYSERDA Rebate, RG&E Rebate).

Communications

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

Phase 2:

- 100% submissions for the February 2022 reporting period.
- 96.96% of all data requested has been received and approved (January 2016 – February 2022).
- Overall Workforce (EEO) Participation: Minority @ 26.91% (goal is 22%) and Women @ 6.44% (goal is 8%).
- Overall Workforce (EEO) Participation: Minority Males @ 23.25% (goal is 22%) and Women @ 10.09% (goal is 8%).
- Overall Business Participation: Minority @ 19.07% (goal is 17%), Women @ 11.80% (goal is 10%), Small @ 2.52% (goal is 3%) and Disadvantaged @ 2.61% (goal is 3%).
- Rochester Residents: 3 of the 11 workers for the February 2022 reporting period (or 27.27%).

Meeting Notes

- After review of the Program Fund Balance Report with the Board, Chairman Richards asked Program Director P  pin Accilien how we ended up with over three million dollars in cash as available funds. P  pin Accilien clarified that the additional funds that were in the Cash Capital account came from reimbursements receive from the Smart Bond, Interest Earnings, Utility Rebates, Amendment credits, etc., and instead of returning the funds to the Trustee account after those monies were completely expended, they were deposited into the Cash Capital account. Chairman Richards questioned if the remaining amount was unrestricted and stated he would follow up with P  pin Accilien outside of the meeting.
- Chairman Richards advised the Board that the Savin amendment action item would be tabled until further discussion with NY State Education Department.
- P  pin Accilien reviewed status of all Final Cost Reports for Phase II of the RSMP. The Open Contract Balance report, which shows all remaining open contract balances for Phase II of the Program, was also reviewed. Chairman Richards questioned why the vendors on the report had outstanding balances on their contracts and P  pin Accilien explained that the contracts are in the process of being reconciled. Chairman Richards also questioned how the total of open contract values were represented on the Fund Balance Document. P  pin Accilien referred back to the Budget Report to show the full amount available and explained that the open contract value amounts were already deducted from the Fund Balance Report.
- Treasurer Kim Jones questioned how the Additional Scope was being paid for with the Bond funds being expended. P  pin Accilien explained that new scope requests from the District are considered based on the amount remaining in the Cash Capital account.
- Vice Chair Michael Schmidt requested that the Program Manager create a single document that clearly shows the balance in the Cash Capital account, as reflected on the Budget Cost Report, all funds that are currently committed, any money that is budgeted and align with the remaining balance available. Chairman Richards agreed that a single document is needed that clearly reflects the circumstances that are left.
- Treasurer Kim Jones requested that the single document requested by Vice Chair Michael Schmidt showing any Additional Scope be categorized by the schools where the work will occur.
- Chairman Richards informed the Board of his discussion with NY State Education Department and stated another meeting of the Board will be required prior to the May Monthly Meeting. Treasured Kim Jones requested a summary document be prepared to update Mayor Evans. Chairman Richards stated that he plans to schedule a meeting with Mayor Evans to brief him about the transition between Phase II and Phase III. Chairman Richards also stated that he will begin to put together a proposal for how the Board needs to transition and outline the things that can be done and how they will be paid for.

Report: Purchase Orders Authorized by Chair

Chairman Thomas Richards stated that the amount authorized by the Chair for the month of April was for 4 Purchase Orders totaling **\$42,555.85**, included in the Board Packet, and outlined below:

Purchase Orders Authorized by Chair for April 2022 Meeting				
Project	Contractor	Purchase Order No.	Amount	Signature
Spencer 16	RONCO Specialized Systems, Inc	DWT-PROJECTOR-SCH16-01	\$ 8,010.90	Thomas Richards
Spencer 16	RONCO Specialized Systems, Inc	DWT-PROJECTOR-SCH16-02	\$ 11,409.08	Thomas Richards
Spencer 16	Cannon Electric	DWT-PROJECTOR-SCH16-03	\$ 3,300.00	Thomas Richards
Spencer 16	Flower City Communications	COMM-East High-01	\$ 19,835.00	Thomas Richards
TOTAL		4	\$42,555.85	

Chairman Thomas Richards called for an Executive Session pursuant to New York Public Officer's Law Section 108(3), to consult with the Board's General Counsel on matters regarding the pending litigation.

EXECUTIVE SESSION:

IN: 5:17pm

Motion by: Kim Jones

Second by: Jesse Dudley

Adjourned at: 6:02 pm

Moved by: Genelle Morris

Seconded: Kim Jones

Approved: 6-0