

Rochester Joint Schools Construction Board
Monthly Meeting Minutes
November 14, 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, Treasurer Kim Jones (virtual), Richard Perrin (virtual), Vernon Connors (virtual), Ron Gaither (virtual), Jesse Dudley, General Counsel Greg McDonald (virtual), General Counsel Melissa Mahler (virtual), General Counsel Ed Hourihan (virtual), RCSD Board of Education President Cynthia Elliott

Approval of Minutes

Monthly Meetings held on October 11, 2022

Motion by Board Member: Kim Jones

Second by Board Member: Richard Perrin

Approved: 7-0

Action Items

Resolution 2022-23:11

Pay Requisition Summaries Acceptance (October 2022)

Moved by Board Member: Kim Jones

Second by Board Member: Ron Gaither

Adopted: 7-0

Resolution 2022-23:12

Requests for Proposals – Program Manager (Phase 3)

Moved by Board Member: Jesse Dudley

Second by Board Member: Mike Schmidt

Adopted: 7-0

FUND BALANCE REPORT:

Chairman Richards asked Consultant Kimberly Mitchell to review the details of the Fund Balance report with the Board. There was no change to the CPL E&O Settlement funds or the Cannon E&O Settlement funds. The payments from the previous month were deducted and one contract was closed and that amount was added to the DWT 2B line. This left a balance of approximately \$5,901,641 in the Cash Capital account, which does not reflect any interest accrued in the account. There are five open contracts totaling \$458,783.15. The current pay requisition for \$205,534.39 is comprised of three vendor payments from the Phase II Bond Funds totaling \$35,194.66 and three vendor payments from the RCSD Loan Fund totaling \$170,339.73. The remaining balances are \$377,025 in the RJSCB Fund, \$5,284,000 in the Phase II Bond Fund, \$205,421 in the Settlement Funds and \$658,700 in the RCSD Loan Fund. It was noted at the meeting that, currently, all vendors have been paid from the Phase II Bond Fund in the Cash Capital account and the District will determine how to manage the reconciliation of the Cash Capital account against the RCSD Loan Fund.

Meeting Notes

- Chairman Richards provided some background information to the Board regarding the release of the Program Manager RFP. Consultant Rick Stoffel was asked to review a draft schedule that was created for the purpose of showing the connection between all of the tasks so we understand what needs to be done to get to certain points, which illustrates the need to release the RFP for the Program Manager. In order to start construction in 2024, a Program Manager would need to be in place, effectively, right now. One caveat in the process is that SED needs to be informed that this will be happening and the best way to handle it is to start with the SED appointed monitors.
- Chairman Richards reminded the Board that a Committee was approved and formed to prepare the RFP for Program Manager for release and requested that Member Jesse Dudley review the progress of the Committee. Member Dudley stated that the Committee came up with some language that is good language for the RFP, utilizing historical documentation. The key dates included in the draft are relevant for the Board to understand. The Committee would like to issue the RFP November 15th, questions would be due by December 5th, answers would be posted by December 12th and responses would be due by December 22nd. Interviews would take place in the first week of January and a recommendation for award would be made by January 9th. Chairman Richards stated that those dates would move based on SED involvement but the relationship between the dates would stay the same. Chairman Richards also clarified that the Committee had already done the work of reviewing and preparing the RFP; the Board is being asked to approve the release, subject to discussion with SED.
- Brian Sanvidge presented a set of maps that illustrated where the Phase II workforce and M/W/D/SBE firms reside. Chairman Richards clarified that the maps presented at this meeting will be included in the final report from Anchin that will be presented next month. Chairman Richards also reiterated the importance of having a significant amount of the workforce concentrated in the City of Rochester. President Elliott asked that the RJSCB continues to be sensitive to the importance of using MWBEs; that is very important to the Board of Education, who wants to make sure our community is benefitting significantly from these dollars.
- Chairman Richards requested Vice Chair Mike Schmidt provide an update on the first part of the Phase III Comprehensive Plan that the District has been working on. Tremendous progress has been made since late June/early July and it's been a collaborative effort. The team met every deliverable on time and the Superintendent was presenting a significant status update to the Board of Education that evening and the Board of Education will make their final decision on the recommendation of schools at their business meeting on December 22, 2022. Chairman Richards stated that, as soon as that part of the process is done, that will kick off the RJSCB portion of the process.

There was no Executive Session held this meeting.

Adjourned at: 4:40 pm

Moved by: Mike Schmidt

Seconded: Kim Jones

Approved: 7-0