

Rochester Joint Schools Construction Board
Monthly Meeting Minutes
November 12, 2024
4:00 PM

Present - Called to Order by the Board Chair

The meeting was attended by Board Chair Thomas Richards, Vice Chair Jacob Scott, Treasurer Kim Jones (virtual), Richard Perrin, Jesse Dudley, Shawn Farr (virtual), Ron Gaither, General Counsel Ed Hourihan (virtual), State Monitor Jaime Alicea, State Finance Monitor Mark Potter (virtual), Board of Education President Cynthia Elliott (virtual) and ICO Brian Sanvidge.

Approval of Minutes

Monthly Meeting held on October 15, 2024

Motion by Board Member: Richard Perrin

Second by Board Member: Jesse Dudley

Approved 7-0

Action Item

Resolution 2024-25:22

Pay Requisition Summary Acceptance (November 2024)

Moved by: Kim Jones

Second By: Jesse Dudley

Adopted 7-0

Resolution 2024-25:23

Partial Insurance Requirement Waiver Request for Watts A&E

Moved by: Jesse Dudley

Second by: Richard Perrin

Adopted 7-0

Resolution 2024-25:24

Approval of the Revised Phase III Financial Plan

Moved by: Ron Gaither

Second by: Kim Jones

Adopted 7-0

FUND BALANCE REPORT:

Chairman Richards asked consultant Kimberly Mitchell to review the details of the new fund balance report for November. Kimberly Mitchell stated that she wasn't able to get verification from the District for the disbursement, but the previous disbursement was going to be \$800,000.00 which will need to be raised based on expenditures since the last report. As of the beginning of October, the fund had a balance of \$495,761. After deducting the current month's expenses of \$423,264.64, the remaining balance is \$72,496. The total amount spent on the project to date is \$4,271,184.94. Due to the uncertainty about the previous disbursement and the lack of a revised budget for the RJSCB, there is a projected budget deficit of \$891,799.05. The team will need to work with the district to finalize the details of the previous disbursement and create an amended budget to address the deficit.

MEETING NOTES:

- Chairman Richards requested Program Director Pépin Accilien discuss the Partial Insurance Requirement Waiver Request for Watts A&E. The request seeks to waive the required \$5 million/\$5 million “per project aggregate” and, instead, accept the umbrella policy Watts currently has in place for \$10M for a single event and \$10M aggregate. Lawley, the Board insurance consultant, has determined that the risk associated with granting this waiver is minimal to no risk. President Elliott asked the purpose of the waiver and Chairman Richards explained that the ability to secure the required insurance is governed by the size of the project and the size of the business and if the Program is unwilling to grant waivers such as this, it forces the smaller businesses out of the competition. President Elliott further requested clarification on whether the State was in line with the waiver and Chairman Richards explained that this particular requirement is governed by the RJSCB.
- Program Director Pépin Accilien began the Program Manager Report by reviewing the Cost Summary Report. The budgets for each of the projects were revised to account for the scope reductions that were made at School 9. The CM RFP for Franklin was issued and three proposals were received. A comparison chart was created and that will be the basis for approving the CMs for School 9, Wilson High School and Franklin High School. The Commissioning Authority RFP will be presented at the December meeting for approval. Mr. Accilien then reviewed the steps taken to arrive at a revised Financial Plan for the NYS Comptroller. A significant part of that process was the Program Verification report and Watts Engineering was at the meeting to present the details of that report. Chairman Richards explained that the Program Verification phase is the first phase of the design for all of the projects. However, School 9 required significant adjustments and those adjustments took place in the context of the Program Verification report. The next phase is Schematic Design and there are two additional phases after that before getting to completion of the design. The budgets for all of the projects were revised to reflect those adjustments, which required changes to the financing plan. The reductions resulted in a dollar value less significant than anticipated, largely because the reductions were minimized and because other external factors occurred with respect to the financing.
- Watts Engineering began their presentation by stating that the goal of the Program Verification process for School 9 was to reconcile the reduced budget with the project's requirements, making necessary adjustments to the scope and design while ensuring that the project meets the District's needs and community expectations. The team prioritized the core educational needs of the school, such as maintaining the four-strand structure and providing adequate classroom space for each grade level. During the presentation of the Program Verification Report, it was shared that many updates had been made by the District between the original plan and the current configuration so those items were able to be removed from the scope and thereby lessened the amount of reductions required. The final reduced MCA project scope and budget totaled \$4,258,068. The Schematic Design phase is expected to take four weeks with a January submission to NY State Education Department (NYSED). President Elliott asked for clarification of the benefit of the approval of the revised Financial Plan and Chairman Richards explained that the acceptance of the revised plan by the Office of the Comptroller is what allows the Program to secure financing to fund the Program. President Elliott also requested additional information on the issue of swing space and Vice Chair Jacob Scott explained that the District is currently in discussion regarding finalizing plans for swing space.

ADJOURNMENT:

4:52 PM