

## **MWBE and Services Procurement Committee Report**

**4 October 2018**

**Prepared by Alexandra Fleischer**

Meeting attended by: Board Chair Allen Williams, Vice Chair Mike Schmidt, Rosiland Brooks-Harris, I. Geena Cruz, ICO Brian Sanvidge; Savin Program Director Pépin Accilien, Savin Deputy Director Roland Coleman; and General Counsel Greg McDonald.

**Board Chair Allen Williams convened the meeting at 7:43 a.m.**

### **Action Items**

#### **1. Insurance Waiver Request: MEH Consulting – Schools 10 and 22**

Pépin Accilien stated that the Program Management team is requesting an insurance waiver for MEH Consulting, a subconsultant to Ravi Engineering for Environmental Monitoring and Indoor Air Quality Monitoring/Sampling services for Schools 10 and 22. MEH will be helping compile the final Environmental Reports in an office environment (no field work) and request that the Umbrella Limit be waived. Lawley Insurance supports the recommendation of this waiver. Motion to move this item to the full Board for consideration at the monthly Board meeting on October 9, 2018 by Mike Schmidt. Second by I. Geena Cruz. Approved 4-0.

#### **2. Change Orders to Edison Campus Contractors**

- #6 to Manning Squires Hennig
- #3 and #4 to Concord Electric

Program Manager Mark AuClair 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 October 9, 2018 by Mike Schmidt. Second by Rosiland Brooks-Harris. Approved 4-0.

#### **3. Change Orders to Monroe 2b Contractors**

- #25 through #27 to Manning Squires Hennig
- #18 and #19 to Concord Electric

Program Manager Rob Skeele 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 October 9, 2018 by Mike Schmidt. Second by I. Geena Cruz. Approved 4-0.

#### **4. Change Order to School 2 Contractor**

- #1 to MA Ferrauilo Plumbing & Heating

Program Manager Rob Skeele 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 October 9, 2018 by Mike Schmidt. Second by Rosiland Brooks-Harris. Approved 4-0.

## **5. Purchase Order Request: Additional Furniture – School 7**

Pépin Accilien stated that request is for additional furniture to be procured for School 7 by FM Office Products. Storage under the Main Office reception desk and the Library circulation desk was not accounted for in the Architect's original design. The District has requested these 6 storage pedestals (4 for the Main Office, 2 for the Library). Motion to move this item to the full Board for consideration at the monthly Board meeting on October 9, 2018 by I. Geena Cruz. Second by Rosiland Brooks-Harris. Approved 4-0.

## **6. Purchase Order Request: Additional Moving Services – Edison**

Pépin Accilien stated that this request is for additional moving services for Edison Campus by Boulter Industrial Contractors. The District has requested that contents and industrial machinery located in 1D8 be relocated to accommodate their need for an additional Computer Lab. This type of relocation requires a specialized rigger to relocate the machines and we have used Boulter in the past. Motion to move this item to the full Board for consideration at the monthly Board meeting on October 9, 2018 by I. Geena Cruz. Second by Rosiland Brooks-Harris. Approved 4-0.

## **7. Authorization to Bid: DWT 2ab – UPS, Microphones & Large Screen Monitors**

Pépin Accilien stated that this request is for authorization to release Mini Bids for Uninterruptible Power Supplies (UPS), Microphones and Large Screen Monitors for various Phase 2ab Schools. Bidding the aforementioned off NYS OGS Contracts will ensure that we secure the best price for the equipment and services for the District. Installation will be performed by the Electrical Contractors and systems will be compatible to the District standard. The budget for this work is \$200,000 and schedule shows delivery of items from November 6, 2018 through January 15, 2019. Motion to move this item to the full Board for consideration at the monthly Board meeting on October 9, 2018 by I. Geena Cruz. Second by Mike Schmidt. Approved 4-0.

## **8. Authorization to Bid: DWT 2ab – Bench Contract for Low Voltage Work**

Pépin Accilien stated that this request is for authorization to release a Bid for various unit pricing for low voltage work such as additional data drops, WAP's or cable testing and labeling. This work is typically performed by the Electrical Contractor and has caused delays at Schools 16, 7 Monroe and SWW. By being able to award competitive pricing as a not to exceed Contract we will be able to accommodate District requests and closeout punchlists. The budget for this Contract work is \$100,000 and the work is to be performed between November 6, 2018 and January 15, 2019. Motion to move this item to the full Board for consideration at the monthly Board meeting on October 9, 2018 by I. Geena Cruz. Second by Mike Schmidt. Approved 4-0.

## **9. RFP Awards: Community Artwork 'Call for Artists' – Phase 2 (8 Projects)**

Pépin Accilien stated that this RFP was released on August 15, 2018 and 3 Proposals were received on September 5, 2018. After the internal evaluation of each Proposal by the Program Management team and debrief to the Board Chair interviews were held with all 3 artists on September 28, 2018. The interview committee consisted of the Board Chair and Program Management team (ICO was not included) and additional presentations by 2 of the artists to the full Committee were held. Following the presentations, the decision was made to award 1 project to Shawn Dunwoody and the remaining 7 projects to Coloring on Canvas. Motion to move this item to the full Board for consideration at the monthly Board meeting on October 9, 2018 by Mike Schmidt. Second by Rosiland Brooks-Harris. Approved 4-0.

**Non-Action / Discussion Items**

**1. Report: Change Orders Authorized by Chair**

Alexandra Fleischer stated that the amount authorized by the Chair this month is 17 Change Orders totaling \$160,913.89, included in the Committee Packet, and outlined below for this month:

<b>Project</b>	<b>Contractor</b>	<b>Number</b>	<b>Amount</b>
School 7	GC DiPasquale	21	\$34,293.00
	EC Eastcoast Electric	13	\$(4,013.00)
Monroe 2a	MC MA Ferrauilo	23	\$4,023.71
CSR 15	GC Holdsworth Klimowski	37	\$8,837.00
	EC Concord Electric	16	\$2,540.00
	PC Thurston Dudek	5	\$(5,000.00)
SWW	MC MA Ferrauilo	9	\$(5,000.00)
	PC MA Ferrauilo	3	\$17,652.00
Monroe 2b	EC Concord Electric	17	\$21,640.33
	GC Manning Squires Hennig	22	\$12,506.90
	GC Manning Squires Hennig	23	\$5,406.00
	GC Manning Squires Hennig	24	\$15,699.00
Edison	GC Manning Squires Hennig	7	\$16,066.00
	GC Manning Squires Hennig	8	\$4,456.00
	PC MA Ferrauilo	6	\$14,077.00
	EC Concord Electric	2	\$17,222.08
School 2	MC JW Danforth	1	\$1,928.00
	<b>TOTALS</b>	<b>17</b>	<b>\$162,334.02</b>

**2. Report: Purchase Orders Authorized by Chair**

Alexandra Fleischer stated that the amount authorized by the Chair this month is 2 Purchase Orders totaling \$20,586.16, included in the Committee Packet, and outlined below for this month:

<b>Project</b>	<b>Firm</b>	<b>Number</b>	<b>Amount</b>
School 7	FM Office Products	FFE-2B-0035	\$1,193.46
Edison	Boulter Industrial	M-2B-0015	\$19,392.70
	<b>TOTALS</b>	<b>2</b>	<b>\$20,586.16</b>

**3. Report: Amendment Authorized by Chair**

Alexandra Fleischer stated that the amount authorized by the Chair this month is 1 Amendment for \$19,989.27, included in the Committee Packet, and outlined below for this month:

<b>Project</b>	<b>Firm</b>	<b>Number</b>	<b>Amount</b>
CSR 15	Executive Investigation	18-EXEC-1-002	\$19,989.27
	<b>TOTAL</b>	<b>1</b>	<b>\$19,989.27</b>

**4. Discussion: Additional Security Guard Services and Monitoring at Construction Sites**

**5. Discussion: Air Conditioning at Phase 2 Schools Currently Under Construction**

**Meeting adjourned at 9:06 a.m.**

The Finance Committee meeting began at 9:07 a.m. and concluded at 9:13 a.m. (see Finance Committee Report).

At 9:14 a.m. Board Chair Allen Williams asked the Committee to go into Executive Session pursuant to New York Public Officer's Law Article 7, Section 105.1 (f), to discuss particular Corporations and their respective Contracts.

Motion by I. Geena Cruz  
Second by Mike Schmidt  
Approved 4-0

The Committee came out of Executive session at 9:50 a.m.

Motion by Mike Schmidt  
Second by I. Geena Cruz  
Approved 4-0