

MWBE and Services Procurement Committee Report

3.2.2017 Meeting

Prepared by A. Fleischer

Meeting attended by: Board Chair Allen Williams, Vice Chair Mike Schmidt, Charlie Benincasa, Bob Brown, Tom Richards, ICO Brian Sanvidge; Savin Program Director P  pin Accilien, Savin Deputy Director Rolie Coleman; and General Counsel Ed Hourihan.

Allen Williams convened the meeting at 8:15 a.m.

1. Amendment #3 to Baker Tilly Agreement (ICO – Phase 1)

Brian Sanvidge said that the contract amendment extends Phase 1c through August 2017 in order to cover the Maynard’s/School 50 project. It also includes Baker Tilly work done on the PLA discussion analytics and the Attorney General’s inquiry. Tom Richards noted that one of the reasons the Board received reimbursement from the Attorney General’s office was to cover these expenses. Motion to move this item to the full Board for consideration at the monthly Board meeting on March 6, 2017 by Tom Richards. Second by Mike Schmidt. Approved 5-0.

2. Purchase Order – Day Automation (DDC – Monroe 2a)

3. Purchase Order – Day Automation (Security – Monroe 2a)

Project Manager Rob Skeelee explained that these products are purchased under NYS Contract and then turned over to the Prime Contractor for installation. Motion to move these two items to the full Board for consideration at the monthly Board meeting on March 6, 2017 by Bob Brown. Second by Tom Richards. Approved 5-0.

4. Authorization to Bid – School 50 Roof & Field Expansion (Maynard’s)

Project Manager Wayne Hermanson discussed the schedule for the project, which includes demolishing the Maynard’s building for additional green space at School 50 and roof work at School 50. He said that the oldest sections of the roof will be done first with bid alternates for other portions. 12-month staff members will be able to continue working at the school during the work this summer unless asbestos is found. Mike Schmidt sought reassurance that the District would not be left hanging if all of the roof work could not be completed. Motion to move this item to the full Board for consideration at the monthly Board meeting on March 6, 2017 by Bob Brown. Second by Tom Richards. Approved 5-0.

5. Phase 2c Architect Recommendations (Schools 2, 4, 6 and 37/10)

Rolie Coleman summarized the selection process. All of the firms short-listed for interview met or exceeded the RJSCB diversity goal of 33%. Selected firms were negotiated with, resulting in reduced final numbers. Motion to move this item to the full Board for consideration at the monthly Board meeting on March 6, 2017 by Tom Richards. Second by Charlie Benincasa. Approved 5-0.

6. Phase 2b Site Security Request for Proposals

Motion to move this item to the full Board for consideration at the monthly Board meeting on March 6, 2017 by Bob Brown. Second by Tom Richards. Approved 5-0.

7. Change Orders to Monroe 1c Contractors

8. Change Order to Monroe 2a Contractor

Project Manager Rob Skeelee explained that the change orders pertain to rerouting of wiring, domestic heat and water, and exploratory camera work through pipes. Funding is included in the budgets. Rob Skeelee will provide the

Board with a report regarding the closeout of Phase 1 and transition into Phase 2. Motion to move these two items to the full Board for consideration at the monthly Board meeting on March 6, 2017 by Bob Brown. Second by Charlie Benincasa. Approved 5-0.

Non-Action/Discussion Items

1. Miscellaneous Task CCDs

Rob Skeele explained that project managers need the ability to manage changes on the fly for minor, necessary items that will keep the project moving. The Executive Director previously had authority to approve change orders up to \$25,000. The Committee agreed to a proposal to approve a Miscellaneous Task Construction Change Directive (CCD) for each of the four Prime Contractors working on Monroe for a not-to-exceed total of \$5,000 each. Program Director P  pin Accilien will notify Allen Williams of the nature and reason for the extra work included in the CCDs. Motion to authorize the Miscellaneous Task CCDs and recommend approval by full Board by Tom Richards. Second by Charlie Benincasa. Approved 5-0.

In tangent with previous discussion, Bob Brown and Tom Richards asked about the status of hiring a new Executive Director. Allen Williams said members will receive a draft job description on Friday for discussion at the Board meeting Monday.

2. Subcontractor Insurance Waiver

Members concurred that Safety Zone Ventures, WBE subcontractor to MSH at Monroe Phase 2a, should be given an insurance waiver.

3. City Street on School 1 Site Survey

There is a public street to Tay House Lodge, of which 2/3 is on the site survey for School 1. The road needs repair. If the repairs become part of the School 1/15 project, there may not be funding for the new bus loop at the school. The street is used by the City of Rochester, the Rochester City School District, and the Monroe County Water Authority. Committee members will discuss the issue further at the Board meeting Monday afternoon.