

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

**31 May 2018**

**Prepared by Alexandra Fleischer**

Meeting attended by: Board Chair Allen Williams, Vice Chair Mike Schmidt, Charlie Benincasa, Bob Brown, Norman Jones (arrived at 7:38 a.m.), Tom Richards; Savin Program Director P  pin Accilien, Savin Deputy Director Roland Coleman; General Counsel Greg McDonald; and City of Rochester Deputy Finance Director Rosiland Brooks-Harris.

**Board Chair Allen Williams convened the meeting at 7:31 a.m.**

### **Action Items**

#### **1. Change Orders to Monroe 2a Contractor**

P  pin Accilien and 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 June 5, 2018 by Tom Richards. Second by Bob Brown. Approved 5-0.

#### **2. Change Order to Monroe 2b Contractor**

P  pin Accilien and 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 June 5, 2018 by Tom Richards. Second by Mike Schmidt. Approved 5-0.

#### **3. Change Orders to School 7 Contractors**

P  pin Accilien and Program Manager Bob DiPaola 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 June 5, 2018 by Bob Brown. Second by Charlie Benincasa. Approved 6-0.

#### **4. Purchase Order Request: Furniture (School 7)**

P  pin Accilien stated that this request is for additional FF&E to be procured and installed by FM Office Products at School 7. This Purchase Order will supplement their main/initial purchase (PO FFE-2B-0014) as quantities of various furniture items has since changed. The total amount being requested for this PO to be cut to the supplier is \$37,257.31. Motion to move this item to the full Board for consideration at the monthly Board meeting on June 5, 2018 by Charlie Benincasa. Second by Mike Schmidt. Approved 6-0.

#### **5. Purchase Order Request: Moving Services (Monroe 2b)**

P  pin Accilien stated that this request is for additional Moving Services to be performed by Pacific Scientific Transport. This Purchase Order will allow the relocation of the Science Room chemicals from Monroe's swing space at Marshall High School back to Monroe. Pacific was awarded the initial relocation back in 2015 and the awarded mover for this school does not specialize in this type of relocation. The total amount being requested for this PO to be cut to the supplier is \$9,075. Motion to move this item to the full Board for consideration at the monthly Board meeting on June 5, 2018 by Charlie Benincasa. Second by Bob Brown. Approved 6-0.

#### **6. Purchase Order Request: Edison (HVAC Controls)**

P  pin Accilien stated that this request is for the building controls (HVAC/direct digital) that we are buying directly from Day Automation utilizing State Contract PT64059, to be installed in conjunction with the Mechanical and Electrical Prime Contractors. Edison was not included in the orders approved September 2017 which included all other 2a and 2b projects so we need to cut a Purchase Order for these owner-supplied materials. The total amount being requested for

this PO to be cut to the supplier is \$128,210.24. Motion to move this item to the full Board for consideration at the monthly Board meeting on June 5, 2018 by Charlie Benincasa. Second by Bob Brown. Approved 6-0.

**7. Authorization to Bid: DWT Mini-Bids (Phones and Brackets)**

Pépin Accilien stated that we are seeking authorization to release DWT mini-bids for Phone Systems and PC Mounting Brackets for the 2a and 2b Schools scheduled to complete construction in July of 2018. Bidding the aforementioned, (off of NY State OGS Contracts), will ensure that we secure the best price for the equipment and services that the school district requires. Upon completion of this project, the components will be delivered to the various project sites for installation by the electrical contractors and the systems will be compatible to the district standard. We are currently budgeting \$200,000 for this mini-bid. Motion to move this item to the full Board for consideration at the monthly Board meeting on June 5, 2018 by Tom Richards. Second by Charlie Benincasa. Approved 6-0.

**8. RJSCB: Annual Report FY 2017-18**

Alexandra Fleischer stated that comments were received from Board Members by May 18, 2018 and were incorporated into the latest draft circulated via email Friday, May 25, 2018. We are asking the Board to accept the Report for forwarding to the various Agencies per the Legislation (i.e. Governor of the State of New York, the State Comptroller, the Commissioner of the State Education Department, the President of the Senate, the Speaker of the Assembly, the City of Rochester, the City council and the City school district). This report will be postmarked no later than June 30, 2018 as well as posted on the Board’s website. Motion to move this item to the full Board for consideration at the monthly Board meeting on June 5, 2018 by Tom Richards. Second by Charlie Benincasa. Approved 6-0.

**9. RJSCB: Meeting Schedule FY 2018-19**

Alexandra Fleischer stated that this schedule has been discussed over the past 3 months and approved by Board Chair Williams. Meeting Invitations were sent out a few weeks ago and Members were asked to please respond so we can be aware of mass conflicts. We are asking the Board to accept the Meeting Schedule for distribution and posting/updating to the Board’s website. Motion to move this item to the full Board for consideration at the monthly Board meeting on June 5, 2018 by Charlie Benincasa. Second by Tom Richards. Approved 6-0.

**Non-Action / Discussion Items**

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

Alexandra Fleischer stated that the report is included in the Committee Packet and outlined below for this month:

<b>Project</b>	<b>Contractor</b>	<b>Number</b>	<b>Amount</b>
DFTLC p2	MC Nairy Mechanical	2	\$8,164.00
	EC Concord Electric	1	\$2,496.00
	PC Ferrauilo	1	\$2,633.00
Monroe 2a	GC Manning Squires	43	\$14,654.00
	GC Manning Squires	44	\$14,479.85
	EC Eastcoast Electric	14	\$32,861.43
Monroe 2b	GC Manning Squires	4	\$33,645.47
	PC Lloyd Mechanical	6	\$6,568.51
School 16	GC Manning Squires	5	\$26,145.00
	MC Ferrauilo	1	\$5,070.00
	MC Ferrauilo	2	\$26,030.00
	EC Eastcoast Electric	1	\$10,031.00

## **2. Update: PLA Negotiations with Trades Council and Status of PLA Study (Benefits Analysis)**

Allen Williams updated the Board that preliminary meetings have taken place with the Builder's Exchange and the Rochester Building and Construction Trades Council. Since, we have now re-engaged Seeler Engineering for the PLA Study, and a formal negotiation meeting took place with the Rochester Building and Construction Trades Council and Seeler Engineering. All Board Members will receive the invitation to the next meeting following the draft PLA Study.

## **3. Update: SED and SmartBond**

Pépin Accilien stated that School 4 has received conditional SED approval for the projects, and a building permit will be issued by New York State. Award to Prime Contractors is contingent upon approval of the Supplemental SSIP by the Smart Bond Review Board. We are still waiting to confirm the District is on the Agenda for the Smart Schools Review Board meeting scheduled for June 4, 2018.

## **4. Update: Potential Property Acquisitions**

Allen Williams updated the Board with the status of properties and parcels that are being discussed and researched as potential acquisitions to benefit the School 50 and School 30/54 projects. Allen and Pépin will continue to meet with the City's Finance, Legal and Real Estate departments.

## **5. Update: Initiation of RSMP Phase 3 Legislation**

Allen Williams updated the Board with the status and intent of getting this on the Agenda before the session ends this summer. A hard copy of the current Memo and Legislation was provided to all Members last meeting asking for their comments which have since been incorporated. Additional comments from Tom Richards and Bob Brown provided at this meeting will be incorporated in the Draft Bill before it is sent to the State Legislature.

### **Meeting adjourned at 8:43 a.m.**

The Finance Committee meeting began at 8:44 a.m. and concluded at 8:51 a.m. (see Finance Committee Report).

At 8:52 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 and pursuant to New York Public Officer's Law Article 7, Section 108 (3), to consult with the Board's general counsel on matters subject to attorney client privilege.

Motion by Bob Brown  
Second by Norman Jones  
Approved 6-0

The Committee came out of Executive session at 9:18 a.m.

Motion by Charlie Benincasa  
Second by Tom Richards  
Approved 6-0