

MWBE and Services Procurement Committee Report

5 July 2018

Prepared by Alexandra Fleischer

Meeting attended by: Board Chair Allen Williams, Vice Chair Mike Schmidt, Rosiland Brooks-Harris, Bob Brown, Norman Jones (arrived at 7:42 a.m.), ICO Brian Sanvidge; Savin Program Director P  pin Accilien, Savin Deputy Director Roland Coleman; and General Counsel Greg McDonald.

Board Chair Allen Williams convened the meeting at 7:36 a.m.

Action Items

1. Amendment #1 to Executive Investigation Security – CSR 1/15

P  pin Accilien stated that this Amendment is to extend Executive’s services from June 19, 2018 to August 24, 2018. Executive is providing site security services at Children’s School of Rochester and will be keeping the same scope, schedule and hourly rates from their original Agreement. The value of this Amendment is \$30,001.56. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Mike Schmidt. Second by Bob Brown. Approved 4-0.

2. Amendment #20 to CJS Architects – Monroe 1c

P  pin Accilien stated that this Amendment is for the additional design services that were necessary to revise the Phase 1c design to align it with the Phase 2a project when it was being designed. The revision work was needed to avoid the installation of work that would then require removal and rework in the next Phase(s). The value of this Amendment is \$35,038.42 and closes out CJS Architects Agreement with their final billing included in the Amendment. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Mike Schmidt. Second by Bob Brown. Approved 4-0.

3. Change Order to a School 50 Contractor

- #1 to Mark Cerrone

P  pin Accilien 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 July 9, 2018 by Mike Schmidt. Second by Bob Brown. Approved 4-0.

4. Change Order to a School 16 Contractor

- #6 to Manning Squires Hennig

P  pin Accilien 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 July 9, 2018 by Mike Schmidt. Second by Bob Brown. Approved 4-0.

5. Change Orders to School 7 Contractors

- #19 to DiPasquale Construction
- #10 to Eastcoast Electric

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 July 9, 2018 by Bob Brown. Second by Mike Schmidt. Approved 5-0.

6. Change Order to Monroe 2b Contractor

- #9 to Concord Electric

Pépin 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 July 9, 2018 by Mike Schmidt. Second by Norman Jones. Approved 5-0.

7. Change Orders to CSR 1/15 Contractors

- #16 through #28 to Holdsworth Klimowski
- #11 and #12 to Concord Electric

Pépin 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 July 9, 2018 by Mike Schmidt. Second by Norman Jones. Approved 5-0.

8. Change Orders to Edison Contractors

- #1 to Manning Squires Hennig
- #1 to Lloyd Mechanical
- #2 to MA Ferraulo

Pépin Accilien and 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 July 9, 2018 by Bob Brown. Second by Norman Jones. Approved 5-0.

9. Purchase Order Request: DFTLC Part B – HVAC Controls

Pépin 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 equipment and devices being installed by the Mechanical and Electrical Prime Contractors. DFTLC Part B, the Air Conditioning System, was not included in the orders approved in 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 Purchase Order is \$19,795.37. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Bob Brown. Second by Mike Schmidt. Approved 5-0.

10. Authorization to Bid: East Campus – Main Project

Pépin Accilien stated that this request is for authorization to release bidding documents for the East Campus project. The team met with SED to review the specifications and plans on June 5, 2018. Pending SED approval and favorable bids, we will come to the Committee again to recommend awards to prospective lowest responsible bidders. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Bob Brown. Second by Norman Jones. Approved 5-0.

11. Bid Award: DWT Mini-Bids – Phones and Brackets

Pépin Accilien stated that we received bids on June 29, 2018 for DWT equipment using NYS Contracts for IP Handsets and Brackets. Jim McGuinness with Millennium Strategies received bids with favorable discounts off MSRP and under our \$200,000 budget to be delivered to the various project sites for installation by the Electrical Contractors for these owner-supplied materials. The total amount of both bids is \$166,341.86 which reflects discounts between 10% up to 38% off MSRP. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Mike Schmidt. Second by Bob Brown. Approved 5-0.

12. Bid Award: Edison – TV Studio

Pépin Accilien stated that we received a bid on May 24, 2018 for the TV Studio Equipment at Edison. Following a successful post bid meeting / descope session immediately following the bid opening, the Program Management team is asking the Board to award the Contract to the responsible bidder and current Electrical Contractor, Concord Electric. The total amount being awarded is \$697,000, which is less than the original bid of \$836,000 when it was bid as an Alternate with the main project. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Bob Brown. Second by Mike Schmidt. Approved 5-0.

13. Phase 3 Strategic Planning – Revised Schedule

Pépin Accilien stated that on May 7, 2018, the RJSCB adopted Resolution 2017-18: 183 awarding a contract for the Phase 3 Master Planning Support Services to Watts Architecture and Engineering. This particular award was contingent upon enactment of legislation for Phase 3 of the RSMP with the New York State Legislature prior to June 20, 2018, which did not take place. In order to allow for a seamless transition from Phase 2 to Phase 3, and to prevent a lapse in construction, we are seeking authorization from the Board to “kick-off” the Phase 3 Strategic Planning work with Watts Architecture and Engineering effective immediately. Starting the Planning will facilitate timely selection of the schools to be reconstructed in Phase 3, complete the PLA benefits analysis, start conversations with Stakeholders for required community input, provide supporting data for justification to New York State if so requested, and avoid massive layoffs of support staff and consultants needed to work on the planning, design, and administration of Phase 3. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Mike Schmidt. Second by Bob Brown. Approved 5-0.

14. Sub-consultant Insurance Waiver: Edge Architecture – School 30/54

Pépin Accilien stated that this request is for an insurance waiver for a SBE sub-consultant to LaBella, Edge Architecture, providing design services on the School 30/54 project. After receiving the recommendation from our Insurance Reviewer Lawley, we are asking that the Board accept the lower limits for Umbrella and Professional Liability coverage. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Bob Brown. Second by Norman Jones. Approved 5-0.

15. Amendment to Lease Agreement – Warehouse

Pépin Accilien stated that additional warehouse space has been requested by the District as well as the Move Management Consultant, Vargas Associates, to accommodate the multiple moves taking place this summer (through the fall). The gross rent for the expanded spaces is \$5,558.88 a month which is a reasonable price for the convenience and timing of current and upcoming activities with starting construction, moving projects in and out of swing space and opening 5 schools. As with the current Office and Warehouse leases, these costs will be billed through Savin’s Program Management Agreement as outlined in Savin’s Amendment 3. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Bob Brown. Second by Mike Schmidt. Approved 5-0.

16. Memorandum of Understanding – Warehouse

Pépin Accilien stated that due to the additional warehouse space requested by the District, noted above, a Memorandum of Understanding Concerning Use and Operation of Leased Premises was drafted using the template approved with our Office Lease and original Warehouse Lease. We are requesting the Board approve this document so we may circulate it for signature. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Bob Brown. Second by Mike Schmidt. Approved 5-0.

17. Business Opportunities Program – FY 2018-19 Strategic Goals Report

Pépin Accilien stated that the yearly BOP Strategic Plan is a contractual requirement to provide the Board with an overview of the Program initiatives accomplished for the FY 2017-18 and the plan for the upcoming FY 2018-19. Items of note include: Marketing and Outreach including the website, newsletter and networking events; the Instructional Series; the Mentor-Protégé Program, and the Revolving Loan Program. Motion to move this item to the full Board for consideration at the monthly Board meeting on July 9, 2018 by Bob Brown. Second by Norman Jones. Approved 5-0.

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:

Project	Contractor	Number	Amount
Edison	EC: Concord Electric	1	\$14,760.03
	PC: Michael A. Ferraulo	1	\$29,565.00
DFTLC Part 1	GC: Steve General	2	\$1,958.00
	GC: Steve General	3	\$1,660.00
DFTLC Part 2	MC: Nairy Mechanical	3	\$3,829.00
	PC: Michael A. Ferraulo	2	\$6,015.00
Monroe 2a	PC: Lloyd Mechanical	18	\$6,885.24
	PC: Lloyd Mechanical	19	\$14,456.98
Monroe 2b	MC: Danforth	4	\$7,062.01
	PC: Lloyd Mechanical	7	\$7,486.29
	EC: Concord Electric	7	\$16,818.67
	EC: Concord Electric	8	\$15,538.33
CSR 1/15	GC: Holdsworth Klimowski	14	\$12,500.00
	GC: Holdsworth Klimowski	15	\$20,977.68
	MC: Michael A. Ferraulo	5	\$1,075.25
	EC: Concord Electric	13	\$34,948.86
School 7	MC: Danforth	8	\$10,047.00
SWW	GC: Javen Construction	6	\$1,285.00
	GC: Javen Construction	7	\$2,003.00
	GC: Javen Construction	8	\$31,333.00
	PC: Michael A. Ferraulo	2	\$4,979.00
	EC: Eastcoast Electric	5	\$9,350.00
School 16	GC: Manning Squires Hennig	7	\$29,425.00
	EC: Eastcoast Electric	2	\$13,854.00
TOTALS:		24	\$297,812.34

2. 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 work with the City's Finance, Legal and Real Estate departments.

3. Update: SED and SmartBond

Pépin Accilien stated that there is still no approval of the RCSD Supplemental SSIP received from the State Review Board. This delay has serious impacts to School 16's Substantial Completion, School 4's bid award and construction schedule, and School 10's overall project schedule. All delays were re-outlined in a letter, dated June 28, 2018, sent to the NYS Division of the Budget Director from both the Mayor and Superintendent.

Meeting adjourned at 8:43 a.m.

The Finance Committee meeting began at 8:44 a.m. and concluded at 8:53 a.m. (see Finance Committee Report).

At 8:54 a.m. Board Chair Allen Williams asked the Committee to go into Executive Session Pursuant to New York Public Officer's Law Section 105(h), to discuss the proposed acquisition, sale or lease of real property.

Motion by Bob Brown
Second by Mike Schmidt
Approved 5-0

The Committee came out of Executive session at 9:06 a.m.

Motion by Mike Schmidt
Second by Bob Brown
Approved 5-0