

Rochester Joint Schools Construction Board
Monthly Meeting Minutes
December 9, 2024
4:00 PM

Present - Called to Order by the Board Chair at 4:03pm

The Meeting was attended by Board Chair Thomas Richards, Vice Chair Jacob Scott, Treasurer Kim Jones, Kabutey Ocansey, Ronald Gaither, Jesse Dudley, Shawn Farr (Virtual), State Monitor Jaime Alicea, Brian Sanvidge ICO, State Finance Monitor Mark Potter (Virtual), General Counsel Ed Hourihan (Virtual)

Approval of Minutes

Monthly Meeting held on November 12, 2024

Motion by Board Member: Jesse Dudley

Second by Board Member: Ronald Gaither

Approved 7-0

Action Item

Resolution 2024-25: 25

Pay Requisition Summary Acceptance (December 2024)

Moved by: Ronald Gaither

Second By: Jacob Scott

Adopted 7-0

Resolution 2024-25: 26

Approval of CM Services at School 9 and Wilson High School

Moved by: Kim Jones

Second By: Ron Gaither

Adopted 7-0

Resolution 2024-25: 27

Approval of CM Services at Franklin High School

Moved by: Jesse Dudley

Second By: Kim Jones

Adopted 7-0

Resolution 2024-25: 28

Approval to Release RFP for Phase III Commissioning Services

Moved by: Ronald Gaither

Second By: Kim Jones

Adopted 7-0

Resolution 2024-25: 29

Approval to Release RFP for Architect Services for Edison High School

Moved by: Ronald Gaither

Second By: Jesse Dudley

Adopted 7-0

Resolution 2024-25: 30**Approval of CM Services at Edison High School****Moved by: Kim Jones****Second By: Ronald Gaither****Adopted 7-0****FUND BALANCE REPORT:**

Chairman Richards asked consultant Kimberly Mitchell to review the details of the fund balance report for December. The District did apply a disbursement to the account of \$1,200,000 but, as of the beginning of November, the fund had a balance of \$472,496.96. After deducting the current month's expenses of \$372,578.23, the remaining balance is \$99,918.73. The total amount spent on the project to date is \$5,339,042.00. While the current budget shows a deficit of \$976,867, this is expected to be revised in February to include recent procurement awards.

MEETING NOTES:

- Chairman Richards requested Program Director Pépin Accilien to discuss the Construction Management (CM) services for Martin Luther King School #9 and Joseph C. Wilson Magnet High School. Four firms responded to the RFPs and, after evaluating the proposals, LeChase Construction was recommended for the construction projects at Martin Luther King School #9 and Joseph C. Wilson Magnet High School. For Padilla High School at the Franklin High School Campus, three proposals were received from the same firms that submitted proposals for previous projects and these recommendations were discussed with relevant stakeholders, such as board members, school district representatives, and senior department staff. Based on their experience and capabilities, all three organizations were determined to be capable of providing the necessary services. However, after a thorough examination, Pike Construction Services was recommended to be awarded the contract for the Franklin Project. Their technique was deemed the most successful for controlling expenses and delivering the project on schedule and within budget.
- Program Director Pépin Accilien briefly described the Phase III Commissioning service, pointing out that these services are essential since they ensure the special MEP systems perform in accordance with the design intent and guarantee the building systems' effectiveness, efficiency, and seamless functioning. Commissioning services also ensure the installation and operation of the equipment is properly documented, the operators and end users are properly trained and that the systems meet the operational needs of the District. Launching these services early in the design phase can help the team reduce potential problems later on and make well-informed judgments about system selection.
- Program Director Pépin Accilien asked the Board for permission to release the RFP for Architectural Services at Edison Career & Technology High School. This procurement is being accelerated in order to ensure the Architect of Record can work together with the previously approved structural engineer. A specialist method is necessary because of the project's structural constraints, including problems with reinforced rebar. Securing quick permission will enable the project team to start the design phase as soon as possible and reduce any delays, which will help the Edison project be completed successfully. Additionally, Mr. Accilien requested approval to release the RFP for CM services at Edison.
- Program Director Pépin Accilien shared with the Board that the updated Financial Plan has been submitted to the State Education Department (SED) and the Office of the State Comptroller. This process entailed reclassifying School 9 and Franklin as non-gut rehab projects and amending financial projections to meet SED standards. An in-person meeting with SED has been requested by the Program Management team to discuss the revised plan and the Program Verification reports. The team is currently in the initial design phase, but they are waiting for feedback from SED on the Program Verification before they can proceed with the Schematic Design.

- The Program Management team updated the Board on the program schedule. The original plan to complete the Schematic Design and submit to the State by the day after Christmas has been changed due to the efforts required to make major cost and scope adjustments on the project. Operation Manager Terry LoConte provided a detailed study of the project's timeframe, emphasizing major delays caused by a variety of variables, including cost-cutting efforts and information collection. To speed up the process, a deliberate decision was made to eliminate the necessity for board approval before submitting the Program Verification to SED, allowing for continuous work on the project. The Program Management team assured the Board that no submission would be made to SED that does not comply with the requirements of the enabling legislation. The schedule for Wilson High School has always been the most critical so the team is continually trying to optimize the Wilson School project's timeframe, intending to accelerate completion and provide more flexibility.
- Project Manager Rob Skeele, in combination with SWBR architect Allison Shannon, reviewed the Wilson Program Verification report. It was discussed that the renovation project for Wilson Magnet High School is a historic building and the goal is to modernize the building while preserving its character. The project faces challenges such as budget constraints and limited site space. The project is designated as a gut-rehab which qualifies it for a higher Maximum Cost Allowance (MCA) and will allow all of the work to be accomplished in one phase. The Program Verification estimate currently exceeds the project budget and, in order to solve these problems, the rest of the team is carefully analyzing the scope of work, prioritizing critical components, and investigating cost-effective options. The Program Management team is confident that the overage can be resolved in the Schematic Design phase. The improvements to Wilson include increasing the size of the classrooms to match modern standards, improved accessibility with a freight elevator, adding a secure entry and modernizing old infrastructure such as HVAC and plumbing systems. Lastly, the project will give priority to fire safety by replacing the existing wooden structure in the attic with fire-resistant steel and installing a new sprinkler system. The team is currently in the design phase, attempting to find a balance between maintaining historical elements and implementing necessary changes. The plan is to submit the Schematic Design to SED in March of 2025.
- Chairman Richards introduced the new City Designee to the Board, Kabutey Ocansey. Mr. Ocansey replaces Member Richard Perrin.

ADJOURNMENT:

4:55 PM