

**Rochester Joint Schools Construction Board**  
**Monthly Meeting Minutes**  
**February 10, 2025**  
**4:00 PM**

**Present - Called to Order by the Board Chair at 4:02**

The meeting was attended by Board Chair Thomas Richards, Vice Chair Jacob Scott, Treasurer Kim Jones (virtual), Ronald Gaither, Kabutey Ocansey, Jesse Dudley, Shawn Farr (virtual), RCSD Superintendent Demario Strickland, State Monitor Jaime Alicea (virtual), General Counsel Ed Hourihan (virtual), State Finance Monitor Mark Potter (virtual), and RCSD Chief Financial Officer Derrek Blair.

**Approval of Minutes**

Monthly Meeting held on January 13, 2025

Motion by Board Member: Jesse Dudley

Second by Board Member: Kim Jones

Approved 7-0

**Action Item**

**Resolution 2024-25:35**

**Pay Requisition Summary Acceptance (February 2025)**

**Moved by: Ronald Gaither**

**Second By: Jesse Dudley**

**Adopted 7-0**

**Resolution 2024-25:36**

**Approval of Phase III Commissioning Agent**

**Moved by: Ronald Gaither**

**Second By: Kabutey Ocansey**

**Adopted 7-0**

**Resolution 2024-25:37**

**Approval of Architect and Engineering Services for Edison**

**Moved by: Jesse Dudley**

**Second By: Ronald Gaither**

**Adopted 7-0**

**Resolution 2024-25:38**

**Resolution 2024-25:38 Approval of Construction Management Services for Edison**

**Moved by: Ronald Gaither**

**Second By: Jesse Dudley**

**Adopted 7-0**

**Resolution 2024-25:39**

**Resolution 2024-25:39 Approval of School 9 Schematic Design**

**Moved by: Jesse Dudley**

**Second By: Ronald Gaither**

**Adopted 7-0**

**Resolution 2024-25:40**

**Resolution 2024-25:40 Revised RJSCB Budget**

**Moved by: Kim Jones**

**Second By: Jesse Dudley**

**Adopted 7-0**

#### **FUND BALANCE REPORT:**

Chairman Richards requested that consultant Kimberly Mitchell present the revised fund balance report for February. It was discussed that a disbursement of \$740,000, representing the final balance of the original loan from the District, was made on January 15<sup>th</sup>. A current negative account balance of -\$376,989.195 is a timing issue and will be corrected by an upcoming disbursement. Total program expenditures to date are \$7,181,167. New monthly charts track RJSCB discretionary funds (\$33,600 from the Attorney General), RJSCB-only expenses (\$17,988 spent of a \$21,000 budget), RSMP administrative expenses (\$4,286,317 of a \$35,657,842 budget), and RSMP construction costs (\$2,876,186.40 of a \$439,342,058 budget). These expenses comprise the total \$475 million program funding. The RSMP costs chart will be split to show soft vs. hard construction costs as major construction begins. Chairman Richards acknowledged the evolving nature of the reporting and expressed appreciation for the Board's patience.

#### **MEETING NOTES:**

- Chairman Richards requested that Program Director Pépin Accilien discuss the selection of a Commissioning Agent for Phase III. The main responsibilities for the Commissioning Agent are to develop functional checklists identify the special systems, verify the functionality of the systems and train the staff after those systems are installed. Two firms were interviewed and Erdman Anthony was recommended based on their qualifications, financial stability and dedication to diversity objectives. The Independent Compliance Officer (ICO) Brian Sanvidge also noted Erdman Anthony's 34% achievement in business utilization. Chairman Richards underscored the significance of commissioning, citing the "generational change" in technology and the resulting need for in-depth training. This agent will be crucial in ensuring the proper functioning of the new, advanced mechanical systems, which are a substantial upgrade from the existing systems. Mr. Accilien stressed the importance of thorough verification and comprehensive staff training due to the technological leap.
- Program Director Pepin Accilien reported that two proposals were submitted in response to the RFP for Architect at Edison Career and Technology High School. A selection committee, comprised of Board members, District Facilities Department staff and other stakeholders, determined CJS Architects to be the most qualified candidate, demonstrating both financial responsibility and a commitment to diversity goals. It was confirmed that CJS Architects meets the 34% diversity target.
- Program Director Mr. Accilien stated that the board received two proposals for Construction Management (CM) services at Edison Career and Technology High School. While both proposals were excellent, Buffalo Construction Consultants (BCC) offered a more competitive price. Therefore, the recommendation is to award the CM services contract for Edison to BCC. The ICO confirmed that BCC's business utilization plan also meets the 34% diversity goal.

- Ed Watts, owner of Watts Architect Engineering of Buffalo and architect of record for School #9, introduced the Schematic Design presentation for the project. The presentation covered key areas including swing space planning at Schools 39 and 106, site improvements (courtyard redesign, parking lot upgrades) and building renovations (varying levels of rehabilitation, new toilet rooms, special education reconfiguration, STEM space, and computer lab). A primary focus is on avoiding interruption to the nearby recreation facility during construction, particularly for shared systems and programs. Hazardous material removal and lead/water remediation are also being addressed. Engineers are examining several lead mitigation techniques, such as point-of-use filters, main system filters, specialized water loops and replacing bubblers with bottle fillers. Remaining under budget would potentially allow for reinstating previously cut items. While moving forward as a non-gut rehab, the 25% documents will explore re-incorporating some scope reductions.
- Chairman Richards requested Consultant Kimberly Mitchell to present the revised RJSCB budget. Miss Mitchell explained that the RJSCB approved a budget in July, but it did not include procurement for architects and major vendors, as those figures were unavailable at the time. The budgets for the remaining months within this fiscal year have been updated to include those costs. The budgets for the Anchin, Bond, Schoneck, and King and Savin Engineers were increased accordingly. Dresser & Malecki and Lawley, while included in the original budget, are not included as they have already been compensated. These updates, as reflected in the revised fund balance report, will eliminate the previously reported deficits.
- Independent Compliance Officer Brian Sanvidge presented the monthly ICO report. Total work hours through December 2024 totaled 14,618, with 1,750 of those hours worked in the month of December. Minority workers for this month totaled 897 hours, while non-minority work hours totaled 853 hours. Of the \$57,859,017 in contracts awarded, 45.33% went to certified firms, including approximately 35% to MBEs (exceeding the 30% goal) and roughly 5% to WBEs (below the 12% goal), 4.56% to SBEs (exceeding the 2% goal) and 0.76% to DBEs (below the 2% goal). Three of December's 30 workers were Rochester residents. Cumulative project work hours were nearly 2 million for Phase 1, roughly 1.6 million for Phase 2, and 14,000 for the current phase. Approximately \$57 million of the \$475 million in total contracts has been awarded, largely for professional services and trades.
- The Schematic Design for Wilson is anticipated this month but State review of this and other submitted documents (School #9 Schematic Design and Wilson/School #4 Verification Report) is contingent upon District approval of the required forms. The next design phase for School #9, the 25% submission, is planned for February 20th. Schematic Designs are currently under review, and feedback on space planning is expected from the District. Franklin's Schematic Design is targeted for completion by March 6th. The structural assessment for Edison Tech is progressing as planned and a meeting with the Construction Manager and Architect has been scheduled. The formalization of the structural engineer partnership with the Architect is still pending.

#### **ADJOURNMENT:**

5:13 PM

