

MWBE and Services Procurement Committee Report

7 February 2019

Prepared by: Tabatha Santiago

Meeting attended by: Board Chair Allen Williams, Vice Chair Mike Schmidt (left at 9:15 a.m.), Rosiland Brooks-Harris, Tom Richards, I. Geena Cruz (By Skype at 8:22 a.m.), ICO Brian Sanvidge; Savin Program Director P  pin Accilien, Savin Deputy Director Roland Coleman (arrived at 8:41 a.m.); General Counsel Ed Hourihan and Attorney Melissa Mahler.

Board Chair Allen Williams convened the meeting at 8:06 a.m.

Executive Session

At 8:07 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.

Motion by Michael Schmidt

Second by Tom Richards

Approved 4-0

The Committee came out of Executive session at 8:22 a.m.

Motion by Michael Schmidt

Second by Rosiland Brooks-Harris

Approved 4-0

Action Items

1. Bid Award Recommendation: Dr. Walter Cooper School No. 10 – Multiple Prime Contracts

P  pin Accilien stated that the Program Management team received bids on January 24, 2019. Subsequently, we received 3 bids for General Trades Contract 1 work, 3 bids for Plumbing Contract 2 work, 3 bids for Mechanical Contract 3 work, and 2 bids for Electrical Contract 4 work. Due to successful post bid meetings/descope sessions on Tuesday, January 29, 2019 we are recommending all responsible low bidders for each Prime. It is also noted that Letters of Intent to Award / Preliminary Notice to Proceeds will go out to Contractors after Board Approval on February 11, 2019.

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 11, 2019 by Tom Richards; Second by Michael Schmidt. Approved 5-0.

2. Bid Award: FF&E for Lincoln School No. 22

P  pin Accilien stated that our Furniture Consultant (Vargas Associates) is asking the Board to award Purchase Orders to the 4 firms for the bids received on January 23, 2019 for the FF&E for Lincoln School No. 22 due to open in Summer 2019. Further discussion and action to be taken at the monthly Board meeting.

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 11, 2019 by Michael Schmidt; Second by Tom Richards. Approved 5-0.

3. Bid Award: DWT Mini Bid – Interactive Flat Panels, Ergotron Arms, Video Surveillance and Wireless Network Equipment (2B & 2C Schools – Edison, Forbes No. 4, Lincoln No. 22)

P  pin Accilien stated that we received bids on Thursday, January 31, 2019 for DWT equipment. Jim McGuinness with Millennium Strategies received bids with favorable discounts off MSRP for all packages.

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 11, 2019 by Tom Richards; Second by Michael Schmidt. Approved 5-0.

4. Amendment #1 to CJS for Forbes School No. 4

Pépin Accilien and Operations Manager Terry LoConte stated that this 1st Amendment to CJS is for the additional design service and construction documents on the Principal's Office Suite not to exceed of \$17,700.00 and the Parking Lot development of site plans for lots 183, 191 and 197 in the amount of \$38,400.00. The total value of this Amendment is not to exceed \$56,100.00. The Principal office suite design portion of this Amendment was tabled at the Committee meeting for action at the February 11, 2019 Board meeting.

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 11, 2019 by Tom Richards; Second by Michael Schmidt. Approved 5-0.

5. Amendment #1 to LaBella for Flower City School No. 54

Pépin Accilien and Program Manager Wayne Williams stated that this 1st Amendment to LaBella Associates is for the requested task to provide additional Campus Site Master Planning design service for Flower City School 54. This task included developing 9 different site campus designs that were previously presented to the RJSCB, storm management documentation, and Municipal Permitting and Approval Assistance. This additional work not included in the initial Request For Proposal. The total value of this Amendment is not to exceed \$67,700.00.

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 11, 2019 by Michael Schmidt; Second by Rosiland Brooks-Harris. Approved 5-0.

6. Change Orders to School Without Walls (SWW) Contractors

- GC #15 to Javen Construction (GC)

Pépin Accilien & Program Manager Rob Skeele 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 February 11, 2019 by Tom Richards; Second by Michael Schmidt. Approved 5-0.

7. Change Orders to East Upper/Lower School Contractors

- #2, 4, and 5 to Holdsworth Klimowski Contractors (GC)

Pépin Accilien & Program Manager Wayne Williams 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 February 11, 2019 by Tom Richards; Second by Michael Schmidt. Approved 5-0.

8. Change Orders to John W. Spencer No. 16 Contractors

- #27 through 34 to Manning Squires Hennig (GC)
- #7 to M.A. Ferraulo (MC)

Pépin Accilien & Program Manager John Springer 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 February 11, 2019 by Michael Schmidt; Second by Tom Richards. Approved 5-0.

9. Change Orders to Clara Barton No. 2 Contractors

- #11 to DiPasquale Construction (GC)

Pépin Accilien & Program Manager Rob Skeele 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 February 11, 2019 by Tom Richards; Second by Michael Schmidt. Approved 5-0.

10. Change Orders to George M. Forbes No. 4 Contractors

- #5 & 6 to DiPasquale Construction (GC)

Pépin Accilien & Operations Manager Terry LoConte 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 February 11, 2019 by Michael Schmidt; Second by Rosiland Brooks-Harris. Approved 5-0.

11. Change Orders to Lincoln School No. 22 Contractors

- #2 to Steve General Contraction (GC)

Pépin Accilien & Program Manager Wayne Williams 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 February 11, 2019 by Michael Schmidt; Second by Rosiland Brooks-Harris. Approved 5-0.

12. Reallocation Request of Approved Funds for Equipment Purchase (East, Barton No. 2, Forbes No. 4, and Lincoln No. 22)

- This clarification memo is to reallocate funds from the aggregate funding amounts that were approved by the RJSCB at its September 10, 2018 meeting per Resolution 2018-19: 50 to purchase Energy Management Building Controls at East, Schools 2, 4 and 22 from Day Automation through State contract Number PT64059.

We are asking the Board for authorization to move the excess funds towards the purchase of access control and intrusion detection equipment, along with video surveillance hardware (cameras) from Day Automation through the same State Contract Number PT64059 at those respective schools.

There is “no change” to the approved total funding at each school. Upon authorization, we will revise the already executed Purchase Orders for HVAC control equipment (energy management controls) for the new amounts shown; new purchase orders (eight total) will be written for the four schools to purchase access control and intrusion detection equipment, and video equipment

Motion to move this item to the full Board for consideration at the monthly Board meeting on February 11, 2019 by Michael Schmidt; Second by Tom Richards. Approved 5-0.

Non-Action / Discussion Items

13. Capital Markets Advisors, LLC Proposal

At the request of the RCSD, the City, the RJSCB Chair and Vice-Chair, we shared with Capital Markets Advisors (CMA) a copy of the draft Phase 3 legislation, as well as the estimated phase amounts for each of the three potential borrowings for Phase 3, to prepare a proposal for financial advisory services for consideration by the full Board. CMA has served as the Financial Advisor to both the City and the RJSCB in Phases 1 and 2 of the RSMP since 2008 and 2010.

In order to prepare the financial plan needed for completing the Phase 3 strategic plan, review each project's Maximum Cost Allowance (MCA) against budget numbers being proposed for Phase 3 per the RCSD Board of Education Resolution 2018-19:534, analyze the District's current aid flow, and preparing the local share estimate; it is necessary to procure these financial advisory services to support the RJSCB and the Program Manager in preparing the financial plan for Phase 3.

14. Bond Underwriter Proposal

Similar to the need to procure Financial Advisory Services from an independent municipal advisory firm, it is equally necessary to procure the services of a senior managing underwriter to provide underwriting fees and expenses in Phase 3 of the Rochester Schools Modernization Program (“RSMP”), and support the RJSCB and the Program Manager in preparing the financial plan for Phase 3.

We are asking the RJSCB to consider Citigroup Global Markets Inc. (Citi) for its level of experience and familiarity with the RJSCB financing program. Citi was hired by the RJSCB in 2010 as the senior managing underwriter for Phase 1 of the RSMP, and senior managed all of the bonds and notes issued to finance the program since. In 2016, Citi was once again hired by the RJSCB for Phase 2 of the RSMP. Citi was also the principal author of the Financial Plan for Phases 1 and 2 of the RSMP that was submitted to and approved by the Office of the State Comptroller.

15. Phase 3 Update of the Draft Strategic Plan/Legislation

The RSMP Phase 3 Strategic Plan Final Draft Volume 1 document is substantially complete and submitted SED for review. However, Volume 1 is still missing the RCSD narrative and summary chart to be used as baseline for projecting the School District’s “Success Model.” Volumes 2 – 4 that will include the Financial and Diversity Plans, etc., will follow appointment of key program participants (i.e. Program Manager, ICO, Financial Advisors and Bond Underwriter). PLA discussion with Stakeholders will resume after passage of the Phase 3 Legislation.

16. Amendment #1 to Moody Nolan (CSOR No. 15)

Pépin Accilien stated that this Amendment was authorized by the Chair, included in the Committee Packet, and outlined in the table below for this month.

17. Amendment #1 to Moody Nolan (Lincoln No. 22)

Pépin Accilien stated that this amount was also authorized by the Chair, included in the Committee Packet, and outlined below for this month.

Amendments Authorized by Chair			
Project	Firm	Amendment No.	Amount
CSOR 15	Moody Nolan	19-MN15-001	\$ 2,875.00
Lincoln No. 22	Moody Nolan	17-MN6-001	\$ 17,386.51
TOTAL:		2	\$ 20,261.51

18. Report: Change Orders Authorized by Chair

Pépin Accilien stated that the amount authorized by the Chair this month is for 28 Change Orders totaling \$276,964.35, included in the Committee Packet, and outlined below for this month:

Change Orders Authorized by Chair			
PROJECT	CONTRACTOR	C/O #	AMOUNT
SWW	GC - JAVEN CONSTRUCTION	16	\$20,194.00
	GC - JAVEN CONSTRUCTION	17	\$11,352.86
	MC - FERRAUILO	11	\$8,553.00
	PC - FERRAUILO	6	\$468.00
EAST	GC - HOLDSWORTH-KLIMOWSKI	1	\$0.00
	GC - HOLDSWORTH-KLIMOWSKI	3	\$33,296.00
	MC - J.W. DANFORTH	1	\$0.00
	EC - HEWITT YOUNG	1	\$0.00
	PC - THURSTON DUDEK	1	\$0.00
	PC - THURSTON DUDEK	2	\$12,111.09
MONROE 2B	MC - J.W. DANFORTH	11	\$3,927.02
	EC - CONCORD ELECTRIC	24	\$9,765.08
	PC - LLOYD MECHANICAL	15	\$8,085.77
CSOR (15)	GC - HOLDSWORTH-KLIMOWSKI	46	\$15,148.00
	EC-CONCORD ELECTRIC	21	\$541.00

SPENCER 16	GC - MANNING HENNIG SQUIRES	26	\$33,259.00
	MC - FERRAUILO	5	\$13,768.00
	MC - FERRAUILO	6	\$6,081.00
	MC - FERRAUILO	8	(\$5,744.00)
	PC - D.V. BROWN	6	\$5,421.00
	PC - D.V. BROWN	7	\$10,219.00
BARTON 2	GC - DiPASQUALE CONSTRUCTION	9	\$16,694.00
	GC - DiPASQUALE CONSTRUCTION	10	\$7,048.00
	PC - FERRAUILO	5	\$6,498.00
FORBES 4	MC - J.W. DANFORTH	3	\$4,433.00
	EC - CONCORD ELECTRIC	4	\$14,641.00
	PC - THURSTON DUDEK	1	\$26,007.19
LINCOLN 22	EC - CONCORD ELECTRIC	1	\$15,197.34
TOTAL		28	\$276,964.35

19. Report: Purchase Orders Authorized by Chair

Pépin Accilien stated that the amount authorized by the Chair this month for 2 Purchase Orders is \$12,537.96. Supporting information is included in the Committee Packet, and outlined below for this month:

Purchase Orders Authorized by Chair				
Project	Contractor	PO #	PRODUCT/SERVICE	Amount
SWW	AVARUS	SWW-DWT-2	Purchase & Install	\$ 4,333.60
Monroe 2B	DAY AUTOMATION	MHS-ACID-1	Access Control Equipment	\$ 8,204.36
TOTAL:		2		\$ 12,537.96

Tom Richards requested to get an average cost per classroom for the costs of the technology upgrades.

General Update:

At the November and December 2018 Committee meetings, the RJSCB Chair had discussed RJSCB grants to Rochester X-Cats and Roc City Robotix to match donations and pledges from the Phase 2 Program Manager and many other Program Participants.

At the January 2019 Committee meeting, the RJSCB further discussed this commitment and process for disbursing grants to the RCSD Robotics Clubs. It was decided the RJSCB would provide only materials and equipment for the Robotics students up to \$5,000 to each Club for a total of \$10,000 from the “unrestricted” restitution moneys provided to the RJSCB from the AG’s office. These funds, and the RLP funds, are currently being held for the RJSCB, by the RCSD, in a Chase Capital account.

BOP Revolving Loan Program (RLP) Update

RJSCB Revolving Loan Program Activities as of 1/31/19:

Borrower	Loan Date	Amount Borrowed	Amount Repaid		Balance
Precision Concrete and Masonry	9/13/2017	10,000.00	10,000.00		0.00
Torry Butler	11/2/2017	9,720.00	9,720.00		0.00
Rosecroft	12/15/2017	10,000.00	10,000.00		0.00
Precision Concrete and Masonry #2	1/8/2018	10,000.00	10,000.00		0.00
Coloring on Canvas	5/25/2018	10,000.00	10,000.00		0.00
Cannon Electric	8/1/2018	10,000.00	10,000.00		0.00
Gateway III Construction Group	7/25/2018	10,000.00	10,000.00		0.00
Coloring on Canvas #2	8/8/2018	10,000.00	10,000.00		0.00
Gateway III Construction Group #2	9/25/2018	10,000.00	10,000.00	*	0.00
		<u>89,720.00</u>	<u>89,720.00</u>		

RJSCB Revolving Loan Program

Balance of Funds

Initial Deposit	250,000.00
Loans paid out	-89,720.00
Loans collected	89,720.00
Interest earned	450.14
REDCO fee (1.5%)	-1,045.80
City fee (.5%)	<u>-348.60</u>
Balance	249,055.74

* Paid in January 2019, transferred to account in February 2019

Meeting adjourned at 9:15 a.m.

The Finance Committee meeting began at 9:17 a.m. and concluded at 9:24 a.m. (see Finance Committee Report).