

**Rochester Joint Schools Construction
Board Monthly Meeting Minutes
January 10th, 2021
4:00 PM**

Present – Called to Order by the Board Chair at 4:05 PM

The virtual meeting was attended by Interim Board Chair Michael Schmidt, Interim Treasurer Kim Jones, Jesse Dudley (Joined at 4:11 pm), Thomas Richards, Carleen Pierce, Richard Perrin, Genelle Morris (joined at 4:10 pm), Program Coordinator Allen Williams, Savin Program Director Pépin Accilien, Savin Deputy Director Roland Coleman, General Counsel Greg McDonald, Ed Hourihan and Melissa Mahler, ICO Brian Sanvidge, RCSD Superintendent Dr. Lesli Myers-Small and Board of Education President Cynthia Elliott.

WALK-ON ITEMS

- Introduction of New RJSCB Members
- Interim Board Structure
- Remarks from Leadership
 - Malik Evans, Mayor
 - Dr. Lesli Myers-Small, RCSD Superintendent
- RFQ/RFP Process Update

Approval of Minutes

Monthly Meeting held on December 27, 2021

Motion by Board Member Thomas Richards

Second by Board Member Jesse Dudley

Approved 7-0

Action Items

Resolution 2020-21:92

Pay Requisition Summaries Acceptance (December 2021)

Moved by Board Member: Thomas Richards

Second by Board Member Jesse Dudley

Adopted 7-0

MEETING NOTES:

1. Phase 2 Budget Report

Pépin Accilien and Christopher Clarke reviewed the report with the Committee. All pending change order items brought to the Committee were included and tracking well. Expenditures (hard and soft costs) for the first group of projects in Phase 2a total **\$164,874,518.39** Expenditures (hard and soft costs) for the second group of projects in Phase 2b total **\$139,520,452.04** Expenditures (hard and soft costs) for the third group of projects in Phase 2c total **\$114,048,164.42** Expenditures (soft costs) for the fourth and final project for Phase 2d total of **\$24,519,380.83** Total amounts paid to date for all Phase 2 projects total **\$442,962,515.68** of the \$435,000,000 borrowing limit and the \$16,388,719 of supplemental funds (i.e., SSBA, CSG, NYSERDA Rebate, RG&E Rebate).

Communications

The Compliance Report from Anchin was not included in the Members packets but was reviewed by ICO Brian Sanvidge at the meeting.

Phase 2:

- 99.18% submissions for the January 2022 reporting period.
- 96.76% of all data requested has been received and approved (January 2016 – November 2021).
- Overall Workforce (EEO) Participation: Minority @ 26.85% (goal is 22%) and Women @ 6.44% (goal is 8%).
- Overall Workforce (EEO) Participation: Minority Males @ 23.24% (goal is 22%) and Women @ 10.05% (goal is 8%).
- Overall Business Participation: Minority @ 19.07% (goal is 17%), Women @ 11.80% (goal is 10%), Small @ 2.52% (goal is 3%) and Disadvantaged @ 2.61% (goal is 3%).
- Rochester Residents: 3 of the 18 workers for the November 2021 reporting period (or 33.33%).

Meeting Notes

- New RJSCB Members Richard Perrin, Kim Jones and Genelle Morris were introduced. Norman Jones, Rosiland Brooks-Harris and Geena Cruz are no longer members of the RJSCB. Chairman Schmidt formally thanked Norman Jones and Geena Cruz for their service on the RJSCB.
- Board Counsel Ed Hourihan reviewed the interim structure of the RJSCB with three new Board members. He explained that the formal reorganizational meeting takes place in July, pursuant to the bylaws, however, there is nothing that precludes the Board from reorganizing before July. As of this meeting, the former Vice Chair, Mike Schmidt, becomes the interim Chair and Kim Jones was asked to be the interim Treasurer. These positions will be filled on a temporary basis until such time as the Board decides to formalize the Board leadership positions of Chair, Vice Chair and Treasurer, which is required by the bylaws.
- New Board member orientation meetings will take place over the next few weeks. This will cover the entire RSMP project as well as other items required for Board members to be compliant (e.g., sexual harassment training, virtually administered by BSK). These orientations will also cover current RJSCB initiatives such as the open RFQ/RFPs for the Phase 3 Program Manager and Independent Compliance Officer and the active claim with an electrical contractor. Allen Williams sent materials for review to Richard Perrin and Kim Jones and will send them to Genelle Morris as well. Those materials will be the basis for the onboarding meetings.
- New Board of Education President, Cynthia Elliott, was introduced prior to Mayor Malik Evans and Superintendent Lesli Myers-Small providing inspiring remarks to the RJSCB.
- The RFQs for Program Manager (PM) and Independent Compliance Officer (ICO) were issued on January 3, 2022. The Selection Committee (Tom Richards, Jesse Dudley, Genelle Morris, Allen Williams) will create a list of firms that will be invited to submit an RFP. Anticipated award of these contracts is April 30, 2022. The incumbents for PM and ICO do not participate in this process. Final selection and approval will be made by the current RJSCB members, the Mayor, the Superintendent, City Council and the Board of Education. Mike Schmidt will work to provide resolutions for the April agendas for the Board of Education and City Council. Allen Williams will provide the RFQ and RFP to the Board of Education, City Council and all current RJSCB members.
- Allen Williams will present at February RJSCB meeting to detail the order of operations to begin construction after selection of the Program Manager and Independent Compliance Officer.
- Member Tom Richards stated that the RJSCB will need a proposal from the financial advisors, with respect to the bonding. Chair Mike Schmidt agreed that this is something that needs to be discussed at the February meeting.
- Member Carleen Pierce requested a correction to the minutes to change the notes for Resolution 2020-21:88 from “stipulations” to “revisions”.

Report: Change Orders Authorized by Chair

Board Chair Michael Schmidt stated that the amount authorized by the Chair for the month of January was for 4 Change Orders totaling **\$5,886.00**, included in the Board Packet, and outlined below:

Change Orders Authorized by Chair for January 2022 Meeting				
PROJECT	CONTRACTOR	C/O #	AMOUNT	SIGNATURE
East High	GC - HOLDSWORTH KLIMOWSKI	108	\$ 3,435.00	Norman H. Jones
	MC - JOHN W. DANFORTH CO.	48	\$ 23,138.00	Norman H. Jones
Edison Tech	GC - MANNING SQUIRES HENNIG	1	(\$2,712.00)	Allen K. Williams
	GC - MANNING SQUIRES HENNIG	2	(\$17,975.00)	Allen K. Williams
TOTAL		4	\$ 5,886.00	

Report: Amendments Authorized by Chair

Board Chair Michael Schmidt stated that the amount authorized by the Chair for the month of January was for 3 Amendment totaling **(\$108,780.27)**, included in the Board Packet, and outlined below:

Amendments Authorized by Chair for January 2022 Meeting					
Project	Contractor	Product/Service	Amendment No.	Amount	Signature
East High	SWBR	Deduct Amendment	3	(\$40,872.88)	Allen K. Williams
Barton School #2	CPL	Deduct Amendment	2	(\$40,682.27)	Allen K. Williams
School #54	BCC	Deduct Amendment	2	(\$27,225.12)	Allen K. Williams
TOTAL			3	(\$108,780.27)	

Report: Purchase Orders Authorized by Chair

Board Chair Michael Schmidt stated that the amount authorized by the Chair for the month of January was for 4 Purchase Orders totaling **\$24,645.13**, included in the Board Packet, and outlined below:

Purchase Orders Authorized by Chair for January 2022 Meeting				
Project	Contractor	Purchase Order No.	Amount	Signature
School 2	Concord Electric Services	ELECTSVS-SCH2-01	\$2,600.00	Allen K. Williams
	M.A. Ferraulo	PLUMBING-SCH2-01	\$4,000.00	Allen K. Williams
East High	Robert L. Peterson Corp.	MOLDREM-EAST-02	\$2,370.28	Allen K. Williams
	Norcom Communications Solutions	DWT-VOIP-EAST-23	\$15,674.85	Allen K. Williams
TOTAL		4	\$24,645.13	

Chairman Schmidt called for an Executive Session pursuant to New York Public Officer's Law Section 108(3), to consult with the Board's General Counsel on matters regarding current litigation subject to attorney client privilege.

EXECUTIVE SESSION:

IN: 5:37 pm

Motion by Tom Richards

Second by Carleen Pierce

OUT: 5:55 pm

Motion by Tom Richards

Second by Jesse Dudley

Adjourned at 5:57 pm

Moved by Jesse Dudley

Seconded by Genelle Morris

Approved 7-0