

**Rochester Joint Schools Construction Board  
Special Meeting Minutes  
March 12, 2013  
4:30 PM**

**Present**

Chair Lois Giess, Members: Richard Pifer, Jerome Underwood, Ann McCormick and ICO Windell Gray. Members Castro, Brown, and Roulin were away. Also present were: General Counsel Peter Abdella, Tom Roger from Gilbane, Pepin Accillien from Savin, and Jim McGuinness from Millennium Strategies.

**Chair Giess convened the meeting at 4:40pm**

**Action Items**

\*Item tabled at the previous meeting held on March 4, 2013

**Resolution 2012-13: 119**

**Contract Award - District Wide Technology, Phase 1b Schools**

**By Board Chair Giess**

WHEREAS, the Rochester School Facilities Modernization Program Act ("the Act") established the Rochester Joint Schools Construction Board ("RJSCB"), a seven voting member board consisting of equal representation by the City of Rochester ("City") and the Rochester City School District ("District"), as well as a member jointly selected by the City and the District; and

WHEREAS, under the Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the Act authorized up to 13 projects in Phase I of the Rochester Schools Modernization Program ("RSMP") including a District Wide Technology program which involves technology upgrades and infrastructure work at each of the 12 school projects identified in Phase 1; and

WHEREAS, the RJSCB's Program Manager worked with Millennium Strategies, the RJSCB's Technology Consultant, to prepare a request for bids ("Request for Bids") package for the District Wide Technology project; and

WHEREAS, the Program Manager received approval of the District Wide Technology project by the BOE at their monthly meeting on December 13, 2012 (BOE Resolution 2012-13: 366) and by SED on February 4, 2013; and

WHEREAS, the RJSCB's Executive Director received bids on February 27, 2013 per the deadline stipulated in the Request for Bids, and those bids were subsequently publicly opened and read aloud at the location stated in the Request for Bids; and

WHEREAS, the Technology Consultant and the Program Manager have reviewed the bids and concluded that the apparent low bidder is also a qualified and responsible bidder; and

WHEREAS, at the MWBE and Services Procurement Committee meeting held on February 28, 2013, following the review and consideration of recommendations provided by the RJSCB's Technology Consultant and the Program Manager and after due deliberation by the Committee, the firm Hewitt Young

Electric, LLC, was identified as being the low responsible bidder for the total recommended bid award of \$1,793,335. Included in the total recommended bid award amount is accepted Alternate DWT-1b - #2 "swing space video surveillance" in the amount of \$103,380.

THEREFORE, BE IT RESOLVED:

1. The RJSCB hereby approves the recommendation of the Technology Consultant and the Program Manager that the firm Hewitt Young Electric, LLC, shall be awarded the contract to provide all equipment, labor, materials, and plant necessary to execute the scope of work associated with the District Wide Technology project as indicated above for the second group of schools in Phase 1 of the RSMP (Phase 1b); and

2. The Chair is hereby authorized, in the name and on behalf of the RJSCB, to execute and deliver an Agreement (the "Agreement") with the firm named above in substantially the form included in the Request for Bids (dated January 2013) for the District Wide Technology Project, with such changes as the Chair may approve (his/her signature thereon being conclusive evidence of such approval) on the advice of the Program Manager and the RJSCB's general counsel.

**Second by Member Pifer**

**Approved 4-0 with Members Brown, Castro, and Roulin away**

**Chair Giess moved that the Board enter into Executive Session pursuant to Section 105(1)(f) of the NY Public Officers Law in order to discuss matters pertaining to the employment of the Executive Director.**

**Second by Member Underwood**

**Approved 4-0 with Members Brown, Castro, and Roulin away**

**Chair Giess reconvened the Board meeting following the Executive Session**

### **Action Items**

**Resolution 2012-13: 136**

**2013-2014 RJSCB Operating Budget**

**By Board Chair Giess**

WHEREAS, the Rochester School Facilities Modernization Program Act ("the Act") established the Rochester Joint Schools Construction Board ("RJSCB"), a seven voting member board consisting of equal representation by the City of Rochester ("City") and the Rochester City School District ("District"), as well as a member jointly selected by the City and the District; and

WHEREAS, under the Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the RJSCB implemented procedures for establishing and approving its operating budget ("Operating Budget") each fiscal year (the "Budget Policy") (Resolution 2011-12: 86); and

WHEREAS, consistent with the Budget Policy, the Chair and Treasurer have drafted a proposed Operating Budget for the 2013-2014 fiscal year, a copy of which is attached to this resolution; and  
WHEREAS, the RJSCB's Operating Budget for the 2013-2014 fiscal year has been reviewed by the full Board;

THEREFORE, BE IT RESOLVED:

1. The RJSCB hereby approves the Operating Budget for the 2013-2014 fiscal year; and
2. The RJSCB hereby authorizes the Executive Director to forward a copy of the approved Operating Budget to the District as so described in the Budget Policy.

**Second by Board Member Pifer**

**Approved 3-1 (Underwood) with Members Brown, Castro, and Roulin away**

**Adjournment**

**Approved 4-0 at 5:30pm**