

**Rochester Joint Schools Construction Board
Special Meeting Minutes
April 22, 2013
5:00 PM**

Present

Chair Lois Giess, Members: Bob Brown, Alex Castro, Brian Roulin, Jerome Underwood, Ann McCormick and ICO Windell Gray. Member Pifer was away. Also present were: Executive Director Tom Renauto, and General Counsel Peter Abdella.

Chair Giess convened the meeting at 5:07pm

Action Items

**Resolution 2012-13: 165
Moving Company Awards – Summer 2013 Moves**

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, Vargas Associates (the “Move Management Consultant”), with the advice of the RJSCB’s Executive Director and its general counsel, prepared a request for bids (“Request for Bids”) package for furniture and equipment moves including School 50, School 28, School 17, School 5, Charlotte High School, East High School, Edison High School and the RSMP warehouse in the summer of 2013; and

WHEREAS, the RJSCB previously had authorized the release of the Request for Bids at its monthly meeting on March 4, 2013 (Resolution 2012-13: 125); and

WHEREAS, under the Request for Bids and pursuant to RJSCB’s March 4, 2013 resolution (Resolution 2012-13: 125), the Move Management Consultant separated the proposed school moves into five groups: Group 1 was for School 50 and School 28; Group 2 was for School 17 and School 5; Group 3 was for Charlotte High School and East High School; Group 4 was for Edison High School; and Group 5 was for the RMSP warehouse; and

WHEREAS, pursuant to the RJSCB’s March 4, 2013 resolution (Resolution 2012-13: 125), the MWBE and Services Procurement Committee (the “Committee”) was authorized by the RJSCB to review the bids from the move services firms and to recommend one or more of these firms to the full Board for award, but because of the timing of the receipt of the awards and the urgent need to have the movers proceed with their work instead of waiting until after the Committee meeting on May 2, 2013 and the next Board

meeting on May 6, 2013, it was recommended by the Program Manager, the Move Management Consultant, and the RJSCB's Executive Director, that the move services bid recommendations be brought to the Board directly instead of to the Committee first; and

WHEREAS, the RJSCB's Executive Director received bids on April 5, 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 RJSCB's Program Manager and the Move Management Consultant have reviewed the bids, conducted de-scoping meetings, and concluded that the apparent low bidders for each scope of work package are also qualified and responsible bidders; and

WHEREAS, the recommendations provided by the RJSCB's Program Manager and Move Management Consultant, are as follows:

<u>Scope of Work</u>	<u>Name of Mover</u>	<u>Address</u>	<u>Award Amount</u>
<u>Group 1</u> School 50 and School 28	FM Office Express	One Woodbury Blvd., Rochester, NY 14604	\$98,138.60
<u>Group 2</u> School 17 and School 5	Corrigan Moving	150 Jarley Road Rochester, NY 14623	\$91,456.00
<u>Group 3</u> Charlotte HS and East HS	Corrigan Moving	150 Jarley Road Rochester, NY 14623	\$100,770.00
<u>Group 4</u> Edison HS	Lafayette Storage and Moving Corp.	20 Thruway Park Drive PO Box 183 Henrietta, NY 14586	\$46,864.00
<u>Group 5</u> RSMP Warehouse	Lafayette Storage and Moving Corp.	20 Thruway Park Drive PO Box 183 Henrietta, NY 14586	\$53,600.00

THEREFORE, BE IT RESOLVED:

1. The RJSCB hereby approves the recommendation of the Program Manager and Move Management Consultant that contract awards shall be made to the above named firms and bid amounts to provide all equipment, labor, materials, and plant necessary to execute the scope of work associated with the furniture and equipment moves for School 50 and School 28 (Group 1), School 17 and School 5 (Group 2), Charlotte High School and East High School (Group 3), Edison High School (Group 4), and the RSMP Warehouse (Group 5) as a part of Phase 1 of the RSMP; and

2. The Chair is hereby authorized, in the name and on behalf of the RJSCB, to execute and deliver a Purchase Order to each firm named above in substantially the form included in the Request for Bids (dated March 5, 2013) with such changes as the Chair may approve (the Chair's signature thereon being conclusive evidence of such approval) on the advice of the Program Manager and the RJSCB's general counsel.

Second by Member Brown
Approved 6-0 with Member Pifer away

**Resolution 2012-13: 166
Remaining FF&E Purchase Orders**

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, with the advice of Vargas Associates (the “Move Manager”), the RJSCB’s general counsel, and the RJSCB’s Independent Compliance Officer, prepared a request for bids (“Request for Bids”) package for Furniture, Fixtures, and Equipment (“FF&E”) for the first three projects in Phase 1a of the RSMP (School 17, School 50, and Charlotte High School); and

WHEREAS, the RJSCB’s Executive Director received bids on March 20, 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 Program Manager, Move Manager, and Independent Compliance Officer (“ICO”) have reviewed the bids, conducted de-scoping meetings, and have inspected physical samples of certain items; and

WHEREAS, the Program Manager and the Move Manager have determined that the low bidder for some of the bid groups did not meet the specified standards for the products specified in the Request for Bids; and

WHEREAS, the RJSCB previously approved RJSCB Resolution 2012-13: 146 FF&E Awards and Resolution 2012-13: 161 FF&E Awards - Revised, as set forth in the table below; and

WHEREAS, the Move Manager has now verified and coordinated the quantities and finishes with the Architect(s) of Record for each project and has tabulated the total contract value for each Group; and

WHEREAS, the RJSCB previously approved Resolution 2012-13: 162 FF&E Purchase Orders, awarding the following groups to FM Resources: Group 4 – Conference Furniture, Group 5 – Desks, Group 6 – Lounge Furniture, Group 9 – Storage, and Group 11 Task Seating; and

WHEREAS, upon the recommendation of the ICO the RJSCB now wishes to award the remaining grouped and non-grouped categories to the firms as set forth in the table below and in the amounts recommended by the Move Manager;

Scope of Work	Name of Firm	Address	Contract Award
Group 1 – Activity Tables	School Specialty, Inc.	18 Mae Meadow Rochester, NY 14624	\$34,427.64
Group 2 – Art Room	School Specialty, Inc.	18 Mae Meadow Rochester, NY 14624	\$29,228.64
Group 3 – Cafeteria	Facilities Equipment	11 State Street, Suite 201	\$108,610.00

Tables	& Service, Inc.	Pittsford, NY 14534	
Group 7 – Library Furniture	Facilities Equipment & Services, Inc.	11 State Street, Suite 201 Pittsford, NY 14534	\$110,872.00
Group 8 – Music Furniture	Hertz Furniture	95 McKee Drive Mahwah, NJ 07430	\$27,084.97
Group 10 – Student Furniture	Hertz Furniture	95 McKee Drive Mahwah, NJ 07430	\$265,646.12
Non-Grouped Items – Carpet (Solid)	School Specialty, Inc.	18 Mae Meadow Rochester, NY 14624	\$578.73
Non-Grouped Items – Carpet (Elementary)	Hertz Furniture	95 McKee Drive Mahwah, NJ 07430	\$1,735.20
Non-Grouped Items – Cubby Unit	School Specialty, Inc.	18 Mae Meadow Rochester, NY 14624	\$6,315.12
Non-Grouped Items – Sand & Water Table	School Specialty, Inc.	18 Mae Meadow Rochester, NY 14624	\$1,665.95
Non-Grouped Items – Computer Tables	School Specialty, Inc.	18 Mae Meadow Rochester, NY 14624	\$44,119.27
Non-Grouped Items – First Aid Couch	School Specialty, Inc.	18 Mae Meadow Rochester, NY 14624	\$6,611.99
Non-Grouped Items – Metal Shelving	School Specialty, Inc.	18 Mae Meadow Rochester, NY 14624	\$72,221.69
Non-Grouped Items – Folding Table and Cart	No award recommended		
Non-Grouped Items – Podium	School Specialty, Inc.	18 Mae Meadow Rochester, NY 14624	\$403.90

SUMMARY of AWARDS

Firm	Total Award
School Specialty, Inc.	\$195,572.93
Hertz Furniture	\$294,466.29
Facilities Equipment & Services Inc.	\$219,482.00

THEREFORE, BE IT RESOLVED:

1. The RJSCB hereby approves the recommendation of the Program Manager that the contract awards shall be made to the above named firms, in the amount specified to provide the necessary Furniture, Fixtures, and Equipment (delivered and installed at point of use) for the first three projects in Phase 1a of the RSMP (School 17, School 50, and Charlotte High School); and

2. The RJSCB Chair is hereby authorized, to execute and deliver a Purchase Order to the firms named above, in substantially the form included in the Request for Bids for the Furniture, Fixtures, and Equipment with such changes as the Chair may approve (the Chair's signature thereon being conclusive evidence of such approval) on the advice of the Program Manager and the RJSCB's general counsel.

Second by Member Brown
Approved 6-0 with Member Pifer away

Adjournment
Approved 6-0 at 5:45pm