

MWBE and Services Procurement Committee Report

1 August 2019

Prepared by: Kimberly Mitchell

Meeting attended by: Board Chair Norman Jones, Rosiland Brooks-Harris, Everton Sewell (8:12), Tom Richards, Jesse Dudley, I.Geena Cruz (Skype), ICO Brian Sanvidge; Savin Program Director Pépin Accilien, Savin Deputy Director Roland Coleman; General Counsel Ed Hourihan, and Attorney Melissa Mahler.

Board Chair Norman Jones convened the meeting at 8:03 a.m.

Action Items

1. Bid Award Recommendation: Edison Educational Campus Phase 2D – Multiple Prime Contracts

Pépin Accilien stated that the Program Management team received bids on July 23, 2019 for Edison Campus Bid Package 2d. Four (4) bids were received for General Trades Contract 1 work, four (4) bids for Plumbing Contract 2 work, three (3) bids for Mechanical Contract 3 work, and two (2) bids for Electrical Contract 4 work. This particular bid package will use unused Edison contingency funds, and savings from the overall Phase II Program, to address infrastructure items that cannot wait for Phase III of the RSMP. Some plumbing scope originally planned for Phase III was attempted to be accomplished in Phase II. However, since the deduct alternates are being accepted, no plumbing scope remained in this bid package. Therefore, we are asking the Board to reject all plumbing bids. Due to successful post bid meetings/descope sessions on Wednesday, July 24, 2019; we are recommending all responsible low bidders for each Prime, with the exception of Plumbing. It is also noted that Letters of Intent to Award / Preliminary Notice to Proceeds will go out to Contractors after Board approval on August 5, 2019.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Richards; Second by Brooks-Harris. Approved 6-0.

2. Purchase Order Request: Barton School No. 2 – FF&E Maker Space Furniture

Pépin Accilien and Terry LoConte reviewed the Purchase Order Request with the Board and stated that this request is to provide Barton School No. 2 with Maker Space Furniture.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Dudley; Second by Sewell. Approved 6-0.

3. Purchase Order Request: Barton School No. 2 – FF&E Maker Space and Music Furniture

Pépin Accilien and Terry LoConte reviewed the Purchase Order Request with the Board and stated that this request is to provide Barton School No. 2 with Maker Space and Music Furniture.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Brooks-Harris; Second by Dudley. Approved 6-0.

4. Purchase Order Request: Forbes School No. 4 – FF&E Maker Space Furniture

Pépin Accilien and John Springer reviewed the Purchase Order Request with the Board and stated that this request is to provide Forbes School No. 4 with Maker Space Furniture.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Brooks-Harris; Second by Sewell. Approved 6-0.

5. Purchase Order Request: DWT VoIP Handsets and Licenses

Pépin Accilien and Jim McGuinness reviewed the Purchase Order Request with the Board and stated that this request is to provide VoIP handsets and licenses for East, Edison, School 22, School 2 and School 4.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Richards; Second by Cruz. Approved 6-0.

6. Amendment #1 to AP Safety & Security for Barton No. 2, Forbes No. 4, and Cooper No. 10

Pépin Accilien stated that this 1st Amendment to AP Safety & Security is for an additional twelve (12) months of site security across the three schools and the inclusion of wireless identification checkpoint tags at School 2 and School 4. The total value of this Amendment is not to exceed \$117,823.83.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Dudley; Second by Sewell. Approved 6-0.

7. Amendment #2 to Moody Nolan for Lincoln School No. 22

Pépin Accilien stated that this 2nd Amendment to Moody Nolan is for expanded design services to include retrofit improvements to two (2) canopy roofs, signage, a new main entry and integration of the public art project. The Total value of this Amendment is not to exceed \$37,700.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Richards; Second by Dudley. Approved 6-0.

8. Amendment #5 to Cannon Design for East Campus

Pépin Accilien stated that this 5th Amendment to Cannon Design is for additional design services to modify the East School Boiler Plant. The Total value of this Amendment is not to exceed \$69,807.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Sewell; Second by Dudley. Approved 6-0.

9. Change Order to Clara Barton No. 2 Contractor

- #28 to the EC Contractor - Concord Electric

Pépin Accilien & 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 August 5, 2019 by Brooks-Harris; Second by Sewell. Approved 6-0.

10. Change Orders to East Upper and Lower School Contractors

- #9 and 11 to the MC Contractor – JW Danforth
- #10 to the EC Contractor - Hewitt Young

Pépin Accilien & Wayne Williams reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Richards; Second by Dudley. Approved 6-0

11. Change Order to Edison Educational Campus Contractor

- #14 to the EC Contractor – Concord Electric

Pépin Accilien & 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 August 5, 2019 by Brooks-Harris; Second by Richards. Approved 6-0

12. Change Orders to Forbes School No. 4 Contractors

- #14 to the GC Contractor – DiPasquale
- #5 to the MC Contractor – JW Danforth
- #8 to the EC Contractor – Concord Electric

Pépin Accilien & John Springer reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Richards; Second by Dudley. Approved 6-0

13. Change Order to Lincoln School No. 22 Contractor

- #6 to the EC Contractor – Concord Electric

Pépin Accilien & 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 August 5, 2019 by Brooks-Harris; Second by Richards. Approved 6-0

14. Business Opportunities Program Strategic Goals 2019-2020

Pépin Accilien stated that the yearly BOP Strategic Plan is a contractual requirement to provide the Board with an overview of the Program initiatives accomplished for the FY 2018-19 and the plan for the upcoming FY 2019-20. Items of note include: Marketing and Outreach including the website, newsletter and networking events; the Instructional Series; the Mentor-Protégé Program, and the Revolving Loan Program.

Motion to move this item to the full Board for consideration at the monthly Board meeting on August 5, 2019 by Brooks-Harris; Second by Richards. Approved 6-0

Non-Action / Discussion Items

15. Report: Amendments Authorized by Chair

Pépin Accilien stated that the amount authorized by the Chair this month for two amendments is **\$18,517.29**. Supporting information is included in the Committee Packet, and outlined below for this month:

Amendments Authorized by Chair			
Project	Firm	Amendment No.	Amount
Lincoln 22	Four Walls Art Gallery	19-FWAG22-01	\$22,400.00
Grissom School No. 7	LeChase Construction	19-LECHASE7-01	(\$3,882.71)
TOTAL:		2	\$18,517.29

Committee Meeting: Thursday, August 1, 2019

16. Report: Change Orders Authorized by Chair

Pépin Accilien stated that the amount authorized by the Chair this month is for 24 Change Orders totaling **(\$160,095.89)**, included in the Committee Packet, and outlined below for this month:

Change Orders Authorized by Chair for August 2019 Mtg			
PROJECT	CONTRACTOR	C/O #	AMOUNT
BARTON 2	GC - DiPASQUALE	28	\$ 12,068.00
	GC - DiPASQUALE	29	\$ 4,986.00
	GC - DiPASQUALE	30	\$ 4,210.00
	MC-JW DANFORTH	7	\$ 3,776.00
	MC-JW DANFORTH	8	\$ 2,752.00
	EC-CONCORD ELECTRIC	27	\$ 18,003.00
	EC-CONCORD ELECTRIC	29	\$ 12,512.00
	PC-MICHAEL A FERRAUULO	11	\$ 12,502.00
	PC-MICHAEL A FERRAUULO	12	\$ 4,020.00

EAST	GC - HOLDSWORTH KLIMOWSKI	18	\$ 2,903.00
	GC - HOLDSWORTH KLIMOWSKI	19	\$ 603.00
	GC - HOLDSWORTH KLIMOWSKI	20	\$ 1,650.00
	MC-JW DANFORTH	8	\$ 15,726.80
	MC-JW DANFORTH	10	\$ 4,853.38
	MC-JW DANFORTH	12	\$ 11,640.89
	EC-HEWITT YOUNG	11	\$ 17,912.70
	EC-HEWITT YOUNG	12	\$ 12,276.96
	PC- THURSTON DUDEK	4	(\$5,651.30)
	PC- THURSTON DUDEK	5	\$ 8,421.91
EDISON	MC- LLOYD MECHANICAL	5	(\$32,723.38)
FORBES 4	PC-THURSTON DUDEK	5	\$ 9,199.96
LINCOLN 22	GC - STEVE GENERAL	9	(\$295,842.09)
	MC- NAIRY MECHANICAL	3	\$ 7,389.89
	PC- DV BROWN & ASSOCIATES	3	\$ 6,713.39
	TOTAL	24	\$ (160,095.89)
<i>Committee Meeting: Thursday, August 1, 2019</i>			

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

Pépin Accilien reviewed the draft of the RMSP Phase III 30/60/90-day Legislative Support Plan with the Board. The intent is to re-introduce Phase III Special Legislation to the Education Committee when the legislative session reconvenes in January 2020. The plan seeks passage of the Bill in February 2020.

18. BOP Revolving Loan Program (RLP) Update

RJSCB Revolving Loan Program Activities as of 6/30/2019:

**RJSCB Revolving Loan Program
6/30/2019**

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
		89,720.00	89,720.00	

Balance of Funds	
Initial Deposit	250,000.00
Loans paid out	-89,720.00
Loans collected	89,720.00
Interest earned	602.76
REDCO fee (1.5%)	-1,345.80
City fee (.5%)	-448.60
Balance	248,808.36

The Finance Committee meeting began at 9:03 and concluded at 9:10 (see Finance Committee Report).

Meeting adjourned at 9:38