

**MWBE and Services Procurement Committee Report**  
**10.13.2016 Meeting**  
**Prepared by T. Renauto**

Meeting attended by Committee Members; Board Chair Allen Williams and Tom Richards. Members Wayne Williams, Charlie Benincasa, and Mike Schmidt were also in attendance. Staff included: Executive Director Tom Renauto, Program Manager Pepin Accilien (Savin), Rollie Coleman (Savin), Tom Roger (Gilbane) and General Counsel Ed Hourihan (BSK)

**The meeting was convened by Chair Williams at 7:34am**

**1. Additional Move Services**

Tom Renauto described the additional Move Services provided by the moving company at School 12

Tom Richards made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on October 17, 2016. Approved 2-0.

**2. Additional FF&E Services**

Tom Renauto described the additional FF&E Services provided by one of the FF&E firms at School 12

Charlie Benincasa made a motion, second by Tom Richards to move this item to the full Board for consideration at the monthly Board meeting on October 17, 2016. Approved 2-0.

**3. Additional Move Management Services**

Tom Renauto described how the Move Manager coordinated the additional moves and FF&E items at School 12.

Charlie Benincasa made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on October 17, 2016. Approved 2-0.

**4. Amendment #3 to Kaizen Foodservice**

Tom Renauto stated that the contract reconciliation has been completed and that this reduction will zero out the contract.

Tom Richards made a motion, second by Charlie Benincasa to move this item to the full Board for consideration at the monthly Board meeting on October 17, 2016. Approved 2-0.

**5. Phase 2 Commissioning Services Recommendation**

Tom Renauto stated that three firms submitted proposals and that all three firms were interviewed. Two of the three firms were new to the program and were both from outside of the Rochester area.

The firm Erdman Anthony was recommended for all Phase 2 projects. They have an excellent diversity plan and worked well with the program in Phase 1.

Charlie Benincasa made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on October 17, 2016. Approved 2-0.

**6. Design Standards RFP**

Tom Renauto described the scope of the RFP. This will help provide consistency in the Phase 2 designs and products similar to when we updated the FF&E standards for the District in Phase 1.

Tom Richards made a motion, second by Mike Schmidt to move this item to the full Board for consideration at the monthly Board meeting on October 17, 2016. Approved 2-0.

**7. Monroe Soils Claim**

Tom Renauto described the issue and the claim. HSE and Tom Renauto have been working on this issue for several months and have come to an agreement with the contractor to settle the claim.

Tom Richards made a motion, second by Charlie Benincasa to move this item to the full Board for consideration at the monthly Board meeting on October 17, 2016. Approved 2-0.

**8. Change Orders to Monroe Contractors**

**Change Order #11 to Manning Squires Hennig**

**Change Order #10 to MA Ferrauilo**

Tom Renauto described the change orders.

Tom Richards asked about one of the Ferrauilo items. It was noted that the description on the summary cover page incorrectly indicates work associated with the 3<sup>rd</sup> floor when in fact it is for work throughout the building.

Tom Richards made a motion, second by Mike Schmidt to move this item to the full Board for consideration at the monthly Board meeting on October 17, 2016. Approved 2-0.

**Non Action / Discussion Items**

None.

**Adjournment**

Approved at 8:01am

The Finance Committee meeting began at 8:01am and concluded at 8:40am (see Finance Committee Report)

At 8:40am Allen Williams asked the Committee to go into Executive Session Pursuant to New York Public Officer’s Law Section 108 to consult with the Board’s legal counsel on matters subject to attorney-client privilege.

Motion by Allen Williams, Second by Charlie Benincasa

Approved 6-0