

MWBE and Services Procurement Committee Report
11.3.2016 Meeting
Prepared by T. Renauto

Meeting attended by Committee Members; Board Chair Allen Williams, Tom Richards, Bob Brown, and Geena Cruz (arrived at 7:45am, left at 9:40am). Members Charlie Benincasa, Mike Schmidt, and Brian Sanvidge were also in attendance. Staff included: Executive Director Tom Renauto, Program Manager Pepin Accilien (Savin), Rollie Coleman (Savin), and General Counsel Ed Hourihan (BSK)

The meeting was convened by Chair Williams at 7:35am

1. Amendment #1 to Cannon (East – Phase 2)

Tom Renauto described the additional services for DWT design. This is included in all architect scopes for Phase 2 projects. Cannon was hired back in 2015 before the decision was made to include this scope with the architects. (similar to CJS which had DWT added to its scope after the contract was in place)

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 November 7, 2016. Approved 3-0 with G. Cruz not yet present.

2. Amendment #1 to Hunt Engineers (Phase 1 Commissioning)

Tom Renauto described the amendment. Following contract/cost reconciliation there is a balance remaining on the contract. The contract will be zeroed out and closed.

Charlie Benincasa made a motion, second by Bob Brown to move this item to the full Board for consideration at the monthly Board meeting on November 7, 2016. Approved 3-0 with G. Cruz not yet present.

3. Amendment #2 to Savin Engineers (Phase 2 PM)

Tom Renauto described the contractual requirement for the Board to approve any staffing or sub-consultant changes to the Savin agreement.

This amendment adjusts the staffing to align with the Phase 2 Master Plan which includes 14 projects. (When the contract was originally signed Phase 2 was listed as “up to 26 projects”). The projects in Phase 2 are now fewer but are much larger in size individually as a result of the 2x MCA legislation having been approved back in July.

Also, the Savin sub-consultant plan has changed. Several firms have had scope changes and other firms have been added.

The overall cost (contract amount) is not changing as a result of this amendment.

Bob Brown made a motion, second by Charlie Benincasa to move this item to the full Board for consideration at the monthly Board meeting on November 7, 2016. Approved 3-0 with G. Cruz not yet present.

4. Recommendation for Award – Charlotte Door Replacement

Tom Renauto stated that only one bid was received, but it is within our budget.

Brain Sanvidge reported that the firm will not have a WBE component for their subcontracting plan. They do include SBE and DBE. The firm themselves is an MBE. Brian stated that the contract is very narrow in scope and that the majority of the cost is purchase of materials.

Charlie Benincasa made a motion, second by Mike Schmidt to move this item to the full Board for consideration at the monthly Board meeting on November 7, 2016. Approved 4-0.

5. RFP for 2b Construction Managers

Tom Renauto described the scope of the RFP. This will follow the same scope as the 2a Construction Managers.

Tom Renauto stated that the recommendation is to issue two RFPs. One RFP for the School Without Walls and Freddie Thomas projects. This would be due at the end of November, followed by reviews, interviews and award recommendation at the December RJSCB meeting. The other RFP would follow a different timeline and would be awarded in January. This is due to the need to have a CM on board for School Without Walls and Freddie Thomas more quickly than the other projects.

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 November 7, 2016. Approved 4-0.

6. Change Orders to School 12 Contractors

Change Order #48 through #51 to LeChase Construction

Change Order #21 to Landry Mechanical

Change Order #30 and #31 to MA Ferruilo

Change Order #20 and #21 to Hewitt Young Electric

Tom Renauto described the change orders.

Wayne Hermanson reported that punchlist work is done and the architect is scheduled for a final inspection.

Mike Schmidt made a motion, second by Charlie Benincasa to move this item to the full Board for consideration at the monthly Board meeting on November 7, 2016. Approved 4-0.

7. Change Orders to Monroe Contractors

Change Order #12 to Manning Squires Hennig

Change Order #11 to MA Ferraulo

Change Order #8 to Eastcoast Electric

Change Order #5 to Thuston Dudek

Tom Renauto described the change orders.

Bob Brown made a motion, second by Mike Schmidt to move this item to the full Board for consideration at the monthly Board meeting on November 7, 2016. Approved 4-0.

Non Action / Discussion Items

1. Eastcoast Electric presented their proposed plan to use a Joint Venture for the Monroe 2a project. Tony Adams, counsel for Eastcoast, introduced the plan. Louie Maier from Eastcoast and Diane from Northcoast spoke about the proposed arrangement and handed out an organizational chart which indicates scope responsibility for each firm. Eastcoast would be the lead. The Bond and Insurance would be through the Joint Venture. Tom Richards asked who would ultimately be responsible? And why can't Northcoast just work as a subcontractor to Eastcoast? Tony Adams stated that sometimes when the state believes that the Prime is providing too much assistance it is seen as a negative by Empire State. They might say "who is actually running the company". Tony went on to state that the Joint Venture promotes mentoring in keeping with the Phase 2 objectives. Charles Brown, from Campus Construction (the CM for Monroe 2a), stated that the electrical work is falling behind because they have not started work yet. Louie Maier stated that the completion date in the documents and in the Notice to Proceed would not change. Tony Adams was uncertain if the contract had been sent to Eastcoast. Louie Maier confirmed that he received it about a week ago but had yet to sign it. The Board will discuss this further and provide an answer to Louie.

2. The Maynards Office building was discussed. The building condition survey concludes that the building is in "poor condition". In addition, there are building code issues that need to be addressed per the fire marshal. John Springer from Savin handed out a cost summary sheet with three options. 1) stay in Maynards and bring the building up to code + ongoing maintenance costs and operating expenses. 2) move the office and the warehouse 3) move the office and renovate Maynards to be 100% warehouse space. These costs are not in the current budget however there is some money in Savin's contract for Maynards that would help to offset a portion of the costs. The best option is to relocate. It costs the least and does not put money into a building that is scheduled for demo.

Charlie Benincasa stated that the long-term plan was always to demo the building and expand the play fields for school 50. When could this happen? And how much might it cost? Tom Renauto stated that the MCA will need to regenerate for School 50 and a small project would need to be planned which would then generate the incidental aid for a site project. We do not have plans for this in Phase 2. Pepin stated that he thought the demo of Maynards might cost between \$500k-\$700k.

The question was asked if any money would be available from Phase 1 for the demo of Maynards? Tom Renauto stated that Tom Roger would have that information, but that the MCA is still needed from School 50 before we could do any work.

Pepin stated that the District has about 60% of the warehouse space currently for their needs. Those items would need to be relocated.

Mike Schmidt asked who the building belongs to? The building was bought by the City and the City was reimbursed by the RSMP. It is technically a City building that is being occupied by the District. If we were to leave the building would be turned over to the City (similar to how each of the school buildings are owned by the City by used by the District)

3. Discussion re: transfer of funds. There is a need at School 16 and Monroe for additional funds in order to deliver a full project (gym for 16 and pool for Monroe). Neither of these elements was included in the Master Plan. Charlie Benincasa asked why the work was not included or discussed by anyone at the time of the Master Plan. Tom Richards stated that the projects themselves were discussed, that is how School 16 even got on the list, but not the specific details about what would be included in the project scope. Current projections show a need of about \$10 million, however due to the MCA limits some of this will be local share. The Board of Education would need to agree to transfer the funds from someplace else in Phase 2 and to the increase in the local share. The Board of Education meeting is November 17th.

4. Monroe – Façade Study for School 15. Tom Renauto described the Districts request to study the possibility of keeping the school 15 façade as part of the Monroe 2b design. The study indicates a premium of over \$1 million to keep the façade and incorporate it into the 2b structure. The Board agreed that we cannot afford this. Rollie Coleman stated that the meetings with SHPPO will begin shortly and more discussion will follow.

5. Design Standards RFP update. Tom Renauto reported that only one proposal had been received. The cost is \$240k. Tom Richards and Charlie Benincasa asked if the work is necessary. Pepin stated that it is. The District has not updated its standards in a very long time and does not have the resources to do so. Mike Schmidt stated that if the RSMP needs a dedicated person to help that he will make that person available. Tom Richards stated that he understands the need, but that the District will need to commit to maintaining it in the future. Tom Renauto stated that the firm will be interviewed and the recommendation will be brought to the Board.

6. Paperless meetings were discussed. Tom Renauto stated that the materials can be shown on the Smartboard during the meeting. This will save about \$1,000 per month to go paperless. Tom Richards stated that he would be ok with trying it out however the financial reports should be provided in hard copy so that they can be read more easily.

7. School 1 and School 15 options were discussed. School 15 is scheduled to go into the School 1 building per the Master Plan. School 1 was going to leave and was not planned to return. There are 8 options that the Board of Education is considering. If the School 1 program remains active it will require a space to be created somewhere because there are too many programs and not enough spaces. That “extra” location is looking like it would be Wilson Foundation. Several “domino” moves would need to take place. Wilson Foundation programs would be moved out and the space would become either swing space or permanent space for another program. These additional moves and projects would need to be funded and coordinated by the District. The Board of Education is conducting a special meeting on Monday November 7th.

Adjournment

Approved at 9:45am