

**MWBE and Services Procurement Committee Report**  
**12.10.2015 Meeting**  
**Prepared by T. Renauto**

Meeting attended by Committee Members; Board Chair Tom Richards, Wayne Williams, Bob Brown, and Charlie Benincasa. Members Allen Williams and ICO Brian Sanvidge were also in attendance. Staff included: Executive Director Tom Renauto, Program Manager Tom Roger (Gilbane) and Pepin Accilien (Savin), and General Counsel Peter Abdella (HSE)

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

**1. Amendment #8 to Gilbane**

Tom Renauto described the amendment. Tom Renauto explained that the School 12 project was extended from 1 year of construction to 2 years of construction back in 2014 and that the Monroe project had been delayed by a year due to the lack of available swing space. The Board had discussed this back in December 2014 and had included a provision in a prior amendment.

This amendment provides the necessary staff to complete Phase 1.

Tom Richards commented that it is critical to keep the continuity for accountability both in terms of the contractual requirements but also in terms of the actual accounting of the Phase 1 program.

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 December 14, 2015. Approved 4-0.

**2. Amendment #8 to Pike (CM 17/50)**

Tom Renauto described the amendment.

This will credit unused allowance funds back to the program.

Bob Brown made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on December 14, 2015. Approved 4-0.

**3. Amendment #1 to SEI Design Group (Jefferson)**

Tom Renauto described the amendment.

Funding for the Jefferson project was significantly reduced by the District due to changes in overall Program scope.

This will credit unused design service fees back to the program.

Bob Brown made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on December 14, 2015. Approved 4-0.

**4. Amendment #4 to SEI Design Group (School 12)**

Tom Renauto described the 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 December 14, 2015. Approved 4-0.

**5. FF&E Award Recommendations**

Tom Renauto described the bid and the review process. There were several firms that came in low on bid day but could not meet the product specifications required. We had new bidders this time that may not have understood the stringent nature of the requirements.

Bob Brown made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on December 14, 2015. Approved 4-0.

**6. Phase 2 Start-up professional services and Master Plan support services**

Tom Renauto described the four existing Phase 1 firms being recommended for extensions for Phase 2 work.

They are: Capital Market Advisors (financial advisors), Citigroup (bond underwriter), Clark Patterson Lee (SEQRA), and Seeler Engineers (PLA consultant)

Tom Richards agreed that the Board should proceed due to the current pace and expectations to hit the ground running along with the Master Plan. These firms provide critical information and work related to the completion of the Master Plan and to SED approval of the overall Phase 2 Program.

Charlie Benincasa stated that he would like to see the bond underwriter scope be issued out for RFP. The cost is substantial and there may be some competition in the market. Tom Richards agreed. Tom Renauto will prepare the RFP with support from Charlie.

Bob Brown made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on December 14, 2015. Approved 4-0.

**7. Phase 2 Architect RFP**

Tom Renauto described the RFP.

Charlie Benincasa asked to hold the item until further discussion at the Board meeting on Monday 12/14/15.

Charlie Benincasa made a motion, second by Bob Brown to hold until further discussion at the monthly Board meeting on December 14, 2015. Approved 4-0.

**8. Additional Move Services (Monroe)**

Tom Renauto described the additional work performed during the summer associated with the move of Monroe into swing space at Marshall.

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 December 14, 2015. Approved 4-0.

**9. Change Order to School 5 Contractor**  
**Change Order #12 to Steve General**

Tom Renauto described the change order.

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 December 14, 2015. Approved 4-0.

**10. Change Orders to School 12 Contractors**  
**Change Order #15 to LeChase Construction**  
**Change Order #8 and #9 to Hewitt Young Electric**  
**Change Order #21 to MA Ferraulo**  
**Change Order #8 and #9 to Landry Mechanical**

Tom Renauto described the change orders.

Bob Brown made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on December 14, 2015. Approved 4-0.

A discussion was held regarding the replacement of roof insulation at School 12. There is roughly 17,000sqft of roof area that has some portions of wet insulation. Two options were discussed with the committee. The committee agreed that replacement of all insulation, along with a 20 year warranty is the direction to proceed. Wayne Hermanson will prepare a CCD to authorize this work. The committee voted 4-0 to proceed at an estimated value of \$130,000

**11. Change Order to School 58 Contractor**  
**Change Order #73 to Manning Squires Hennig**

Tom Renauto described the change order.

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 December 14, 2015. Approved 4-0.

**12. Change Order to Monroe Contractors**  
**Change Order #2 and #3 to Manning Squires Hennig**  
**Change Order #1 to Thurston dudek**  
**Change Order #2 to Eastcoast**

Tom Renauto described the change orders.

Bob Brown made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on December 14, 2015. Approved 4-0.

**13. Change Order to East, Summer Project Contractor**  
**Change Order #1 to Steve General Contractor**

Tom Renauto described the change order.

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 December 14, 2015. Approved 4-0.

**Non Action / Discussion Items:**

1. Tom Renauto will provide an update to the Board on Monday regarding School 58
2. Tom Richards stated that the contract negotiations are moving along well. Tom Renauto and Peter Abdella will present to the Board on Monday 12/14/15.
3. Tom Renauto described the SEQRA process and explained that in January it is likely that the Board will need to declare its intent to act as the Lead Agency for Phase 2 SEQRA.
4. Tom Renauto noted that there will be an executive session on Monday 12/14/15.

**Adjournment**

Approved at 8:55am