

MWBE and Services Procurement Committee Report
6.4.2015 Meeting
Prepared by T. Renauto

Meeting attended by Committee Members; Board Chair Tom Richards, Bob Brown, Wayne Williams (arrived at 7:45am) and Charlie Benincasa. Members Jose Coronas, Joe Brown and ICO Brian Sanvidge (via conference call) were also in attendance. Staff included: Executive Director Tom Renauto, Program Manager Tom Roger (Gilbane) and Pepin Accilien (Savin), Jeff Wild (Baker Tilly) and General Counsel Ray Miller (HSE)

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

1. Purchase of Bleachers for School 58

Tom Renauto described the process of requesting quotes for this procurement and the subsequent site visit Bob DiPaola had with the apparent low proposer.

The RJSCB gave authorization to proceed via email about two weeks ago so that shop drawings could begin and materials could be ordered in time for installation prior to the start of school in September 2015 (12 week lead time for materials).

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 June 8, 2015. Approved 3-0 (prior to Wayne Williams arrival)

2. Amendment #17 to SWBR Architects (School 17)

Tom Renauto described the items included in the amendment.

This item is to return unused portions of funds that had previously been authorized on a Not to Exceed basis.

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 June 8, 2015. Approved 3-0 (prior to Wayne Williams arrival)

The Committee designated this item for the Consent Agenda on Monday June 8th.

3. Amendment #10 to LaBella Associates (School 28)

Tom Renauto described the items included in the amendment.

This item is to return unused portions of funds that had previously been authorized on a Not to Exceed basis.

Bob Brown made a motion, second by Jose Coronas to move this item to the full Board for consideration at the monthly Board meeting on June 8, 2015. Approved 4-0

The Committee designated this item for the Consent Agenda on Monday June 8th.

4. Amendment #11 to LaBella Associates (Edison)

Tom Renauto described the items included in the amendment.

This item is to return unused portions of funds that had previously been authorized on a Not to Exceed basis.

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 June 8, 2015. Approved 4-0

The Committee designated this item for the Consent Agenda on Monday June 8th.

5. Amendment #2 to Campus Construction (Monroe)

Tom Renauto described the items included in the amendment.

This amendment includes additional estimating services for multiple design concepts and for increases in staff hourly rates from the original schedule.

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 June 8, 2015. Approved 4-0

6. Additional Move Services

Tom Renauto described the items included in this Purchase Order

This work is necessary to facilitate work included in the School 12 construction project scope at the attached City library. Work includes packing, relocation to temporary storage, and reinstallation of books (and any shelving) at the City library attached to School 12.

Tom Renauto stated that when this service was originally bid in spring 2014 we did not know the full scope of work and the extent of the impact on the library. The original bid only described the books/shelves being moved around within the existing space, no off-site relocation. The off-site relocation will provide for better working areas (safety) and for the books to be protected off-site instead of under overhead construction work.

Jose Coronas made a motion, second by Bob Brown to move this item to the full Board for consideration at the monthly Board meeting on June 8, 2015. Approved 4-0

7. Additional Move Management

Tom Renauto described the additional services being requested.

The summer project at East will require several internal office, staff, and other space relocations in order to perform the construction work.

The School 12 City library relocation to temporary storage will require coordination beyond what was original planned last year.

Joe Brown made a motion, second by Bob Brown to move this item to the full Board for consideration at the monthly Board meeting on June 8, 2015. Approved 4-0

8. Monroe High School Contract Award Recommendation

Tom Renauto described the bids.

The project came in under budget which will allow the program to select several design alternates that were included in the bid documents. Any remaining project contingency could go back into the project to fund additional work.

Baker Tilly handed out a current Diversity Plan summary for each of the apparent low bidders. 3 of the 4 Primes are very close to having their plans approved. The fourth firm has yet to submit additional information based on the awarded alternates. The alternates will significantly change the dollars that need to be subcontracted to EBE firms. Tom Roger and Terry LoConte stated that the firms have all worked on the RSMP before, those firms understand the requirements, and they expect that a full Diversity Plan will be in place for the Board meeting on Monday June 8th.

Brian Sanvidge stated that Baker Tilly will not recommend a firm if they have not met the goals.

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 June 8, 2015. Approved 4-0

9. RJSCB Annual Report 2014-2015

Tom Renauto described the Annual Report.

Tom Renauto stated that the format follows what was approved last year and has been updated with the most recent project information.

The report is due by June 30, 2015.

The draft report was issued to the Board about 2 weeks ago. Tom Renauto requested any comments by no later than June 12th and will send a reminder.

Tom Richards asked that this item be presented to the full Board on Monday June 8th for review and consideration.

10. Change Orders to School 58 Contractors

Change Order #67 and #68 to Manning Squires Hennig

Change Order #10 and #12 to Leo J. Roth

Tom Renauto described selected items contained within each change order.

Bob DiPaola provided an update on the status of open change orders.

Jose Coronas made a motion, second by Bob Brown to move this item to the full Board for consideration at the monthly Board meeting on June 8, 2015. Approved 4-0

11. Change Order to Edison Contractor
Change Order #7 Landy Mechanical

Tom Renauto described selected items contained within 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 June 8, 2015. Approved 4-0

Discussion Items

1. Tom Renauto stated that the Municipal Cooperation Agreement has been signed by the Mayor and was provided by Charlie late Monday 6/1. Notice to Proceed letters have been issued to the architects for the “early start” Phase 2 projects (Cannon Design and CJS Architects) associated with East and Monroe/15.

Tom Renauto reminded everyone how the funding and payment process will operate for this early work. The District will fund up to \$2.7 million in planning/design for East and Monroe/15. Invoices will be reviewed by the RSMP and submitted to the District for payment. The City issued BAN in the fall (October) will repay the District for any money spent and will also fund the remainder of the Phase 2 planning and design for all work taking place until the first Phase 2 Bonds are sold in Summer/early Fall 2016 (no later than 1 year after the BAN).

There was a lengthy discussion about the timing of these projects and the need to get direction/decisions by the District in a timely manner.

There was a lengthy discussion about the MCA/Aid for East and that a meeting must be held with SED to determine/agree on the formula/parameters.

A kick-off meeting for both projects is being held on Friday afternoon 6/5 followed by an East specific meeting next week with the District and the UofR.

2. Tom Renauto reminded everyone of the Special Board meeting on 6/22 at 1pm to review/approve the contract award for the East summer project. There will be a couple of other items on the agenda as well such as the procurement of controls for Monroe.
3. Tom Renauto handed out a meeting schedule and reminded everyone that the end of the fiscal year is June 30. The 2015-2016 meeting schedule will be approved at the Board meeting on Monday. First meetings of 2015-2016 are July 9th (Committee) and July 13th (Monthly Board meeting)
4. Tom Renauto reminded everyone that the PM proposal score cards are due on 6/5/15. They are to be sent electronically to PMRFP@rjscb.org. Tom Renauto will compile/tabulate the scores. The next selection committee meeting is June 11th at 9am to review the scores and shortlist candidates for interviews.
5. The Overall Program Budget Summary was reviewed. Tom Roger stated that all costs and contingency budget are tracking well. Tom Richards requested an updated on the school 58 overall budget and the status of the claims at the July committee meeting.

Adjournment

Approved at 9:15am