

**MWBE and Services Procurement Committee Report**  
**7.14.2016 Meeting**  
**Prepared by T. Renauto**

Meeting attended by Committee Members; Board Chair Tom Richards, Wayne Williams, Bob Brown, and Charlie Benincasa. Members Geena Cruz, Mike Schmidt, and ICO Brian Sanvidge were also in attendance. Staff included: Executive Director Tom Renauto, Program Managers Pepin Accilien and Rollie Coleman (Savin), and General Counsel Peter Abdella (HSE)

**The meeting was convened by Chair Richards at 4:08pm**

**1. School 12 Small Appliance Order**

Tom Renauto stated that Vargas Associates has completed the quote comparison (included in the packet) and the award is recommended to Appliance Associates of Buffalo.

It was agreed to include this item on the consent agenda.

Wayne Williams made a motion, second by Bob Brown to move this item to the full Board for consideration at the monthly Board meeting on July 18, 2016. Approved 4-0.

**2. Amendment #5 to Clark Patterson Lee (Phase 1 SEQRA Consultant)**

Tom Renauto stated that the work is complete and an accounting reconciliation has been completed resulting in a credit back to the program.

It was agreed to include this item on the consent agenda.

Bob Brown made a motion, second by Geena Cruz to move this item to the full Board for consideration at the monthly Board meeting on July 18, 2016. Approved 4-0.

**3. Amendment #5 to SEI Design (School 12)**

Tom Renauto stated that this amendment is for the School 12 Parking lot design and bid documents.

It was agreed to include this item on the consent agenda.

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 July 18, 2016. Approved 4-0.

**4. Amendment #16 to JCJ Architect (School 58)**

Tom Renauto stated that the work is complete and an accounting reconciliation has been completed resulting in a credit back to the program.

It was agreed to include this item on the consent agenda.

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 July 18, 2016. Approved 4-0.

**5. Amendment #2 to SBJ Services (Special Inspections)**

Tom Renauto stated that the work is complete and an accounting reconciliation has been completed resulting in a credit back to the program.

It was agreed to include this item on the consent agenda.

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 July 18, 2016. Approved 4-0.

**6. School 12 Parking Lot Award**

Tom Renauto stated that bids were received yesterday.

Wayne Hermanson described the bidders and the descoping process. The low bidder is \$50k low. The ICO is working to review the DP-1. The contractor is currently short in several categories.

Tom Richards stated that this item will be discussed further at the Board meeting on Monday July 18.

**7. Phase 2 Insurance and Bond Review Services RFP**

Tom Renauto described the service. Tom stated that the contract value will likely be in the \$50,000 range and is for all of Phase 2. Tom also stated that we are including an allowance in the RFP for support of the BOP. The firm will help to provide insurance and bond training through the BOP.

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 July 18, 2016. Approved 4-0.

**8. Phase 2a Security Services RFP**

Tom Renauto described the service. Tom stated that this RFP is only for Phase 2a as previously discussed with the Board. The Board wants to provide several opportunities for participation in this contract so there will be future RFPs for 2b and 2c projects.

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 July 18, 2016. Approved 4-0.

**9. Phase 2 DWT Consultant RFP**

Tom Renauto described the service. In Phase 2, the design of DWT work is by the individual architects of record for each project. This consultant will act as the interface between the District IM&T department and Security Department and the architects. The firm will provide assistance to reviewing the specs, the bids, the submittals, and the installation of the work. The firm will also conduct the mini-bids for technology items purchased by the RSJCB such as smart boards, phone handsets, and network electronics.

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 July 18, 2016. Approved 4-0.

**10. Phase 2 Food Service Consultant RFP**

Tom Renauto described the service. The firm will interface with the District’s food service department and will design the kitchen layout and specifications for each kitchen in Phase 2. They will review submittals and review the installation of the work.

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 July 18, 2016. Approved 4-0.

**11. DWT Purchase Order Reconciliation**

Tom Renauto stated that the work is complete and an accounting reconciliation has been completed. The POs will be reduced to reflect a \$0 balance. Tom noted that the balance remaining is not “found money” in this case. The actuals have been used in tracking the finances to date.

The memo from Jim McGuinness was reviewed and discussed which described the original PO amounts vs. the actual purchases that were made.

It was agreed to include this item on the consent agenda.

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 July 18, 2016. Approved 4-0.

**12. FF&E Purchase Order Reconciliation**

Tom Renauto stated that the work is complete and an accounting reconciliation has been completed resulting in a credit back to the program. The POs will be reduced to reflect a \$0 balance. Tom noted that the balance remaining is not “found money” in this case. The actuals have been used in tracking the finances to date.

It was agreed to include this item on the consent agenda.

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 July 18, 2016. Approved 4-0.

**13. Phase 2 PLA**

Tom Renauto stated that the negotiations with the Building Trades have gone very well and they are complete. The resulting document was reviewed at the meeting and will become an amendment to the Phase 1 PLA. It updates the PLA to apply to Phase 2 and addresses several minor issues from Phase 1.

Tom Richards stated that the major items are: The updated Diversity numbers are included in the document, and that the contributions to RCCI have been eliminated, although we will be getting quarterly reports on status and progress of the MAP program.

Tom Renauto reported that Aaron Hilger has provided a detailed report on RCCI for Phase 1, which was shared with and reviewed with Charlie Benincasa earlier in the day. The report includes: major activities since 2010, incoming revenue and expenses since 2010, a list of people who participated in Get Ready for Life and in the MAP program.

Brian Sanvidge stated that he ran a query on the list of names and found that 3 individuals from MAP have worked on our project so far and they have received wages in the total amount of approximately \$140,000.

Charlie Benincasa requested canceled checks for the money contributed to RCCI by the RSMP contractors. Brian Sanvidge is working on this and should have it by Friday or Monday.

Charlie Benincasa requested that this item be discussed further on Monday after he has had a chance to review the documents provided by Aaron Hilger.

Tom Richards stated that we need to move forward now or it will impact the Monroe High School bid documents. Tom Richards and the other members agreed to finish the discussion on Monday 7/18.

**14. Change Orders to School 12 Contractors**

**Change Order #11 to Mark Cerrone**

**Change Order #43 and 44 to LeChase Construction**

**Change Order #18 and #19 to Landry Mechanical**

**Change Order #28 to MA Ferrauilo**

**Change Order #18 to Hewitt Young**

Tom Renauto described the change orders.

Wayne Hermanson provided a project update. Tom Richards stated to Wayne to make sure that the project will be done by July.

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 July 18, 2016. Approved 4-0.

**15. Change Order to Monroe Contractors**

**Change Order #9 to Manning Squires Hennig**

**Change Order #8 to MA Ferrauilo**

**Change Order #6 to Eastcoast Electric**

Tom Renauto described the change orders.

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 July 18, 2016. Approved 4-0.

**16. Change Order to School 58 Contractor**

**Change Order #24 to MA Ferrauilo**

Tom Renauto described the change order.

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 July 18, 2016. Approved 4-0.

### **Non Action / Discussion Items:**

1. Wayne Hermanson provided a School 12 status update: DWT work is done, the Elevator is done, The Library FF&E is installed, the FF&E for classrooms is started, the move from Jefferson will begin on 7/25, there is a heavy focus on cleaning the building, the C of O is expected on 7/29, the DOH inspection of the kitchen is on 7/22, the Fire Marshall is scheduled for 7/21, the 3<sup>rd</sup> floor punchlist work has started, the 3<sup>rd</sup> floor punchlist is being written, the cooling tower will be started up this week, the hallways will be stripped and waxed this week and next week on 3 and 2, the stair glass panels will arrive next week, the tile work is 99% done, the lead testing protocol plan is in process.

Wayne Hermanson stated that there are two potential contractor claims for delays.

2. Wayne Hermanson stated that the School 17 doors will be delivered next week and will be installed by factory reps. The cost for the door replacement associated with the units that were vandalized will be picked up by the District per Mike Schmidt.
3. Tom Renauto reminded the Board that they will need to consider the Phase 2 Cooperative Agreement at a future meeting.
4. Tom Renauto requested that the Board consider extending CJS Architects for Phase 2b of Monroe. Tom Renauto reminded the Board that Monroe 2b will include the gym, the football field, the new kitchen and cafeteria, and the demo of the existing cafeteria and school 15.

Tom stated that there is likely not any savings through an RFP process that cannot be achieved through a negotiation. Charlie Benincasa asked how we would know that we are getting the right value. Rollie Coleman stated that we have historical data to compare against. There is also a learning curve and an efficiency component that would be a tremendous undertaking for a new firm trying to coordinate everything that has been done so far.

Pepin Accilien stated that the original proposal from CJS back in May 2015 was for both Phase 2a and 2b, and that the Board chose to only award the 2a portion at that time.

Tom Richards stated that his main concern and reason for wanting to keep CJS is to keep the responsibility all in one place for the entire Monroe campus.

Wayne Williams stated that CJS has already started the SHPO review process with some very good success and that the relationship may not be the same with another firm.

Tom Richards asked that Tom Renauto and the Program Manager work to negotiate an agreement with CJS and bring it to the Board for review and consideration.

Mike Schmidt stated that the pool should be a component of the 2b project.

3. Tom Renauto requested a Special RJSCB meeting in August for the Monroe bid awards. The committee agreed to have a special Board meeting on August 23<sup>rd</sup> at 4:30pm

### **Adjournment**

Approved at 5:00pm