

**MWBE and Services Procurement Committee Report**  
**8.4.2016 Meeting**  
**Prepared by T. Renauto**

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

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

**1. Additional Move Services – School 12**

Tom Renauto stated that there were additional moves required related to the City Rec Center and the City Library at School 12.

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 August 9, 2016. Approved 3-0 with Wayne Williams not yet present.

**2. Additional FF&E – mailbox inserts at School 12**

Tom Renauto stated that the final count of mailboxes necessary for the school 12 staff has been determined and we were short of mail slots. This additional work will divide the existing slots into additional spaces.

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 August 9, 2016. Approved 3-0 with Wayne Williams not yet present.

**3. Amendment #7 to Cannon (East)**

Tom Renauto stated that this amendment is to replace dollars that had been previously deducted from an allowance in the contract. Through final accounting we were able to identify \$4,800 that had not been billed for work that had been completed. This amendment reduces the credit that was previously taken.

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 August 9, 2016. Approved 3-0 with Wayne Williams not yet present.

**4. Phase 2 Independent Compliance Officer**

Tom Renauto stated the selection committee had met back in May to discuss the candidates. The committee identified Baker Tilly as the finalist pending confirmation of two items. Tom Renauto and Pepin Accilien worked with Brian Sanvidge to finalize the diversity plan and to create a more complete scope of work related to the BOP. These discussions have concluded and the award is recommended.

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 August 9, 2016. Approved 4-0.

**5. 2a Construction Manager Recommendations**

Tom Renauto stated that five firms had submitted proposals and that four firms were recommended for interviews. Those interviews took place on Wednesday. There are several follow up discussions that will take place this week and on Monday next week leading up to a recommendation for award.

**6. Environmental Monitoring RFP**

Tom Renauto and Pepin Accilien described the RFP.

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 August 9, 2016. Approved 4-0.

**7. Special Inspections RFP**

Tom Renauto and Pepin Accilien described the RFP.

Bob Brown made a motion, second by Genna Cruz to move this item to the full Board for consideration at the monthly Board meeting on August 9, 2016. Approved 4-0.

**8. Change Orders to School 12 Contractors  
Change Order #42, 45, and #46 to LeChase Construction  
Change Order #29 to MA Ferraulo**

Tom Renauto described the change orders.

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 August 9, 2016. Approved 4-0.

**Non Action / Discussion Items:**

1. Tom Renauto stated that there were 13 proposals received for the 2b architectural services RFP related to 4 projects. The review of the proposals is underway at this time. A recommendation for interviews will be sent to the Board next week.
2. Tom Renauto stated that Charlie cannot make the special meeting scheduled for 8/23 to award the Monroe contracts. Tom Renauto will coordinate another date.
3. Tom Roger provided an update on the School 12 project. The main office has been moved from Jefferson. The classrooms are cleaned and waxed. There are minor items left for the Certificate of Occupancy. The parking lot work will begin next week and be completed by the end of the month. Teachers are slated to begin unpacking on August 22<sup>nd</sup>.

**Adjournment**

Approved at 8:00am