

**MWBE and Services Procurement Committee Report**  
**9.8.2016 Meeting**  
**Prepared by T. Renauto**

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

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

**1. Amendments #2 and #3 to AP Safety and Security**

Tom Renauto stated that the remaining balance on AP's 1b contract (approximately \$6,200) will be moved to their 1c contract in order to fund security coverage at Monroe from the end of Phase 1 until the Phase 2 firm is hired. The gap is from August 31st when the original 1c contract ends through September 13<sup>th</sup> when the firm for Phase 2 a is selected.

This is a zero cost change to the program in that unused funds are being transferred to cover the cost.

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 September 12, 2016. Approved 4-0.

**2. Revised Amendment #16 to JCJ (School 58)**

Tom Renauto stated that Amendment #16, processed last month, had an error. The value of the credit should have been \$450 less. This revised Amendment is for the correct amount.

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 September 12, 2016. Approved 4-0.

**3. Move Services PO Reconciliation**

Tom Renauto stated that this will close out the open POs for four firms in Phase 1. Gilbane has reconciled all costs and received confirmation from the firms.

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 September 12, 2016. Approved 4-0.

**4. Phase 2b Architect Recommendations**

Tom Renauto stated that we received 14 proposals for the 4 projects in Phase 2b. The list was reduced to 8 firms which received interviews.

Rollie Coleman further expanded on the process that took place to rank and score the proposals and the selection of the firms.

The recommended firms are as follows: LaBella for Edison, Moody-Nolan for School 1, Clark Patterson Lee for School Without Walls, and Watts for Freddie Thomas.

Tom Richards recommended that something be added to the contract for Moody-Nolan regarding “on site presence” based on lessons learned with another out of town firm in Phase 1.

Pepin noted that two of the four firms being recommended as Primes are MBE firms.

Bob Brown made a motion, second by Tom Richards to move this item to the full Board for consideration at the monthly Board meeting on September 12, 2016. Approved 4-0.

**5. Phase 2 Food Service Consultant Recommendation**

Tom Renauto stated that only one firm submitted a proposal. The firm was interviewed by the PM, ED, and the District’s Food Service Manager. The firm is the same one that was hired for Phase 1, Kaizen Food Service. They are familiar with our project and with the requirements of the District. They are being recommended to the Board.

Bob Brown asked about the policy to award when only one proposal has been received. Tom Renauto will provide a memo for the record.

Charlie Benincasa asked about the business diversity component. Tom Renauto stated that they will be using a local WBE firm for 50% of the work.

Tom Richards made a motion, second by Geena Cruz to move this item to the full Board for consideration at the monthly Board meeting on September 12, 2016. Approved 4-0.

**6. Phase 2 District Wide Technology Recommendation**

Tom Renauto stated that four firms submitted proposals and that all four firms were interviewed. The District’s IM&T department participated in the interviews.

The incumbent firm, Millennium Strategies, was seen as the most responsive to the RFP, along with familiarity with the project and with the District’s technology requirements. They are being recommended.

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 September 12, 2016. Approved 4-0.

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

Tom Renauto stated that two firms submitted proposals and that both firms were interviewed.

The incumbent firm, Lawley Services was seen as the most responsive, familiar with our program, and has a significantly better price than the competition. They are being recommended.

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 September 12, 2016. Approved 4-0.

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

Tom Renauto stated that five firms submitted proposals and that one of the firms declined an interview. The remaining four firms were interviewed.

The competition was very strong. In the end, the firm AP Safety was preferred having the best price, a strong local presence including many city resident employees, excellent workforce diversity, and they are also a WBE.

Wayne Williams made a motion, second by Geena Cruz to move this item to the full Board for consideration at the monthly Board meeting on September 12, 2016. Approved 4-0.

**9. Phase 2a Special Inspections and Testing Recommendation**

Tom Renauto stated that two firms submitted proposals and both were interviewed. Both firms are very capable of handling the project and would do an excellent job.

The incumbent firm, SJB Services, had a significantly lower price than the competition and is being recommended.

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 September 12, 2016. Approved 4-0.

**10. Phase 2a Environmental Monitoring Recommendation**

Tom Renauto stated that six firms submitted proposals and all six were interviewed.

Allen Williams stated that there was a wide range in the quality of the firms, yet the competition between the best firms was very strong.

The recommendation is to award the work in 2a to two firms. The firm MEH Consulting is recommended for the School 7 project. The firm LaBella is recommended for School 16, Monroe, and East.

Allen Williams stated that both firms have a strong commitment to business and workforce diversity and have a strong set of consultants on their respective teams.

Bob Brown made a motion, second by Tom Richards to move this item to the full Board for consideration at the monthly Board meeting on September 12, 2016. Approved 4-0.

**11. Commissioning Agent RFP**

Tom Renauto and Pepin Accilien described the RFP. Tom Renauto reminded the Board that the Monroe 2a project has already been awarded to LaBella in order to keep continuity with Phase 1. The remaining Phase 2 project will likely be awarded to multiple firms as was done in Phase 1. This will spread the work and will help to ensure strong support when several projects are all wrapping up in any given summer.

Charlie Benincasa made a motion, second by Wayne Williams to move this item to the full Board for consideration at the monthly Board meeting on September 12, 2016. Approved 4-0.

## **12. Authorization to Bid – Charlotte Door Replacement**

Tom Renauto described the work. This project will replace the wood doors that were not replaced in the main Phase 1 project. The doors have been vandalized and are also deteriorated from having their hardware replaced in Phase 1.

Charlie Benincasa asked what the District is doing with the building. Tom Renauto stated that there are several options being discussed but nothing has been approved by the BOE at this time.

Tom Richards asked about the timing of the work. Tom Renauto stated that the lead time for doors is 14-16 weeks. The work to install the doors would take place in the evening hours after school. Tom Richards stated that this is going to hold up the ability to close out the Phase 1 project at Charlotte so we need to get it going.

Tom Richards made a motion, second by Bob Brown to move this item to the full Board for consideration at the monthly Board meeting on September 12, 2016. Approved 4-0.

## **13. Authorization to Bid – 2<sup>nd</sup> floor HVAC Work, Monroe Phase 1**

Tom Renauto described the work. This is a result of the Phase 2a design impacting the Phase 1 work. The CM and Gilbane have attempted to negotiate the changes with the contractor, however, the pricing is seen as excessive. The budget was derived from the cost of the 3<sup>rd</sup> floor changes (which were similar yet a smaller scale than the 2<sup>nd</sup> floor) agreed to by the CM and Gilbane. Subsequently the mechanical engineer worked closely with the contractor who provided some preliminary pricing back in May. Recent proposals from the contractor have been double their original pricing.

Rob Skeele provided a detailed description of the situation, including the Phase 2a work, noting that a competitive bid may result in a better price.

Charlie Benincasa asked about schedule impact to bidding the work. Rob stated that there should not be any impact to the schedule.

Pepin Accilien raised a concern about SED allowing a change order for this amount and suggested that if the incumbent is the only bidder it could lead to an even higher price.

Tom Richards asked for an estimate from the CM to compare the contractor costs. Tom also stated that the Board needs to understand the total impact of this along with the Phase 2a budget and schedule in order to make a decision.

Tom Richards made a motion, second by Bob Brown, to table the item pending additional information and discussion at the Board meeting on Monday September 12, 2016. Approved 4-0

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

**Change Order #47 to LeChase Construction**

**Change Order #20 to Landry Mechanical**

**Change Order #19 to Hewitt Young Electric**

Tom Renauto described the change orders. Many of the items are being covered under existing allowances in the contracts.

Wayne Hermanson provided a project update. The Certificate of Occupancy has been achieved. They are using the building. No major issues have come up. The parking lot is done.

Pepin Accilien stated that the Fire Marshall issues from last week have been resolved with the help of Allen Williams.

Geena Cruz made a motion, second by Bob Brown to move this item to the full Board for consideration at the monthly Board meeting on September 12, 2016. Approved 4-0.

**15. Change Orders to Monroe Contractors**

**Change Order #10 to Manning Squires Hennig**

**Change Order #9 to MA Ferraulo**

**Change Order #7 to Eastcoast Electric**

Tom Renauto described the change orders. Tom noted that one of the items for MA Ferraulo is for the HVAC changes on the 3<sup>rd</sup> floor (part of the issue discussed previously in the meeting). Also, Tom noted that the fire alarm change order is included this month. This item had been previously discussed with the Board as an added scope that needed to be completed in Phase 1 prior to the Phase 2 work being installed.

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 September 12, 2016. Approved 4-0.

**Non Action / Discussion Items:**

1. Tom Renauto and Greg McDonald provided an update to the Board regarding the PLA Legal issue. Tom Renauto stated that the first part of the ruling allows for the Monroe 2a bids to be opened and for contracts to be awarded. The TRO has been removed from Monroe. Tom stated that the bids were opened yesterday afternoon and that de-scoping meetings are scheduled for Thursday and Friday in anticipation of awards on Monday 9/12/16.

Greg described the second part of the ruling. The judge stated that the Board must hold a public meeting within the next 7 days to reconsider the issues related to the PLA. This must be a public discussion, with complete notes/records of the discussion, followed by a vote on the issue. The transcript will then be sent to the judge and the parties will go back for a second hearing.

Allen Williams stated that the item will be taken up by the Board at the end of the regularly scheduled meeting on Monday September 12, 2016. Allen will open up the discussion with a public comment period, then the Board will discuss the issue and vote.

Tom Renauto stated that the notice for this meeting will be posted as per our typical process. It is part of the monthly meeting taking place on Monday. The agenda will be posted on Friday 9/9/16.

Greg stated that BSK will arrange for a court stenographer to be present.

2. Tom Renauto described the District's recent issues related to School 1 and School 15. There have been two recent public meetings related to School 1. Where will School 1 end up as its permanent home? How will this impact School 15 and its final location?

Allen Williams stated that the reason why this has become a problem is that there was no communication with the School 1 parents and community when the Master Plan was developed and approved by the BOE. The original plan had School 15 going into the School 1 building. Now, if School 15 does not go to the School 1 campus, as is shown in the Master Plan, those parents and staff will be equally upset.

Rollie Coleman described his recent meetings with the District, including the Superintendent, the BOE President, and Mike Schmidt at various meetings. The District would like to see more options. The question remains on who will pay for the changes (design, planning, swing space, or execution) when all of the Phase 2 funds have already been allocated and for which the financial plan has been developed.

Allen Williams asked for a meeting to be set up with the Superintendent as soon as possible to discuss this issue.

### **Adjournment**

Approved at 9:16am