

**Resolution 2011-12: 64  
Amendment #2 to SWBR Architect's Agreement (Master Plan)**

**By Board Chairman Bell**

WHEREAS, the Rochester School Facilities Modernization Program Act ("the Act") established the Rochester Joint Schools Construction Board ("RJSCB"), a seven voting member board consisting of equal representation by the City of Rochester ("City") and the Rochester City School District ("District"), as well as a member jointly selected by the City and the District; and

WHEREAS, under the Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the RJSCB entered into an agreement with SWBR (Resolution 2010-11: 8) dated August 16, 2010 entitled Agreement Between the Board and the Architect (the "Agreement") to create a comprehensive Facilities Modernization Plan ("FMP" or "Master Plan"); and

WHEREAS, the RJSCB subsequently approved the Master Plan prepared by SWBR in January of 2011 (Resolution 2010-11: 29) and directed the Program Manager to forward it to the State Education Department ("SED") and to the State Comptroller for review and approval; and

WHEREAS, the Master Plan was subsequently approved by SED and the State Comptroller in May 2011; and

WHEREAS, the RJSCB thereafter approved proceeding with an update of the original Master Plan and retaining SWBR to perform these Master Plan update services as an amendment to its existing Agreement (Resolution 2011-12: 61); and

WHEREAS, SWBR has provided a proposed scope of work to update the original Master Plan to the Program Manager (attached hereto) and the Program Manger has sought feedback from the District, incorporated such feedback from the District into the scope of work, and received approval by the Superintendent to proceed with the update of the Master Plan; and

WHEREAS, the Program Manager has recommended to the RJSCB's MWBE and Services Procurement Committee (the "Committee") that SWBR's Agreement should be amended to add the finalized scope of work for the Master Plan update services in an amount not to exceed the sum of \$383,978.80, which includes a base scope of services plus additional optional services identified in Item I of the attached summary; and

WHEREAS, the Committee considered and discussed the Program Manager's recommendation at its February 2, 2012 meeting and after due deliberation, it approved the request to amend the Agreement;

THEREFORE, BE IT RESOLVED:

1. The proposed amendment to SWBR's Agreement Between Board and Architect dated August 16, 2010 as set forth above is hereby approved; and
2. The RJSCB's Chair is hereby authorized in the name and on behalf of the RJSCB, to execute an amendment to the Agreement that is consistent with this approval and in an acceptable form to the Chair upon the advice of the Program Manager and the RJSCB's general counsel.
3. The Officers of the RJSCB are hereby authorized and directed for and on behalf of the RJSCB and in its name to do all acts and things required or as may be necessary, or in the opinion of the officer so acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the RJSCB with all of the provisions of the foregoing resolutions.

**Second by Board Member Brown  
Approved 6-0 with Member Underwood away**

ROCHESTER JOINT SCHOOLS CONSTRUCTION BOARD  
 MASTER PLAN UPDATE  
 2/3/2012

32 Elementary School Bldgs 36 Elementary School Programs  
 14 High School Buildings 23 High School Programs  
 5 Leased buildings / sp 8 Programs in leased buildings

Revised - Reduced profit from 15% to 12%

**BASE SCOPE**

Architectural - Task / Hour breakdown	Hour Breakdown by Phase								Base Scope		Costs
	A	B	C	D	E	F	G	H	Hours	Discounted Rate / Hr	
Staff Position											
Principal	4	58	10	42	12	111	67	88	392	195.00	76,440.00
Project Architect	0	12	2	8	2	162	52	0	238	131.00	31,178.00
Technical Coordinator	0	179	16	30	0	118	112	10	465	107.00	49,755.00
Drafter	0	63	34	0	0	166	68	0	331	83.00	27,473.00
Watts - Project Architect	0	136	0	0	0	140	40	0	316	107.00	33,812.00
MA - Project Architect	0	0	0	74	0	0	0	0	74	117.00	8,658.00
ArchStetics - Project Architect	0	0	0	74	0	0	0	0	74	117.00	8,658.00
Sub-Total	4	448	62	228	14	697	339	98	1890	124.85	235,974.00

BASE SCOPE SUMMARY	Costs
SWBR	184,846.00
Architectural Consultant - Watts	33,812.00
Architectural Consultant - MA Architects	8,658.00
Architectural Consultant - ArchStetics	8,658.00
Site Consultant - Watts	20,000.00
MEP Consultant - M/E Engineering	20,000.00
Cost Estimating Consultant - Pike	30,800.00
Sub-total all sub-consultants	121,928.00
SWBR Mark-up on Consultants (10%)	12,192.80
<b>SUB-TOTAL BASE SCOPE FEE</b>	<b>318,966.80</b>

BASE SCOPE REIMBURSABLE EXPENSES	Costs
Mileage	350.00
Photos	50.00
Postage	20.00
Deliveries	50.00
Misc progress printing & repro	5,580.00
Travel to SED Albany	250.00
Print and Bind 10 color copies of draft report (assume 200 - 11 x 17 pages)	6,000.00
<b>SUB-TOTAL REIMBURSABLE ALLOWANCE</b>	<b>12,300.00</b>

<b>TOTAL BASE SCOPE FEE + REIMBURSABLES ALLOWANCE</b>	<b>331,266.80</b>
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**OPTIONAL ADDITIONAL SERVICES - FINAL REPORT PREPARATION**

Architectural - Task / Hour breakdown	Hour Breakdown by Phase							Base Scope		Costs
	I							Hours	Rate / Hr	
Principal	75							75	195.00	14,625.00
Project Architect	52							52	131.00	6,812.00
Technical Coordinator	97							97	107.00	10,379.00
Drafter	52							52	83.00	4,316.00
Watts - Project Architect	40							40	107.00	4,280.00
MA - Project Architect	0							0	117.00	-
ArchStetics - Project Architect	0							0	117.00	-
Sub-Total	316							316	127.89	40,412.00

OPTIONAL ADDITIONAL SERVICES REIMBURSABLE EXPENSES		Costs
Reimbursable Allowance - Report printing (assume 20 copies - 11 x 17 printed & bound)		12,050.00
Travel to SED Albany		250.00
<b>SUB-TOTAL REIMBURSABLE ALLOWANCE</b>		<b>12,300.00</b>

<b>TOTAL OPTIONAL ADDITIONAL SERVICES FEE + REIMBURSABLES - FINAL REPORT PREPARATION</b>	<b>52,712.00</b>
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**OPTIONAL ADDITIONAL SERVICES**

**PREPARE CAD PLANS FOR I'M READY, FLOWER CITY SCHOOL & LANGUAGE ASSESSMENT AND PLACEMENT CENTER LEASED SPACES**

Architectural - Task / Hour breakdown	Hour Breakdown by Phase							Base Scope		Costs
	J							Hours	Rate / Hr	
Principal	0							0	195.00	-
Project Architect	0							0	131.00	-
Technical Coordinator	10							10	107.00	1,070.00
Drafter	180							180	83.00	14,940.00
Watts - Project Architect	0							0	107.00	-
MA - Project Architect	0							0	117.00	-
ArchStetics - Project Architect	0							0	117.00	-
Sub-Total	190							190	84.26	16,010.00

OPTIONAL ADDITIONAL SERVICES REIMBURSABLE EXPENSES		Costs
Miscellaneous Reimbursable expenses		300.00
<b>SUB-TOTAL REIMBURSABLE ALLOWANCE</b>		<b>300.00</b>

<b>TOTAL OPTIONAL ADDITIONAL SERVICES FEE + REIMBURSABLES - CAD PLANS FOR CERTAIN LEASED PROGRAMS</b>	<b>16,310.00</b>
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ROCHESTER JOINT SCHOOLS CONSTRUCTION BOARD  
 MASTER PLAN UPDATE  
 1/24/2012

LIST OF SCHOOLS & PROGRAMS TO BE INCLUDED IN MASTER PLAN UPDATE

School / Program	Include in MP Update		Remarks
	Yes	No	
01 - Martin B. Anderson School	X		
02 - Clara Barton School	X		
03 - Nathaniel Rochester Community School	X		
04 - George Mather Forbes School	X		
05 - John Williams School		X	
06 - Dag Hammarskjold School	X		
07 - Virgil S. Grisson School	X		
08 - Roberto Clemente School	X		
09 - Dr. Martin Luther King School	X		
10 - Walter Cooper School (Former School #37)	X		
Rochester Preschool Parent Program	X		
Rochester Teacher Center	X		
Youth and Justice Program	X		
12 - James P.B. Duffy School		X	
14 - Chester Dewey School		X	School phased out
15 - The Children's School of Rochester	X		
16 - John Walton Spencer School	X		
17 - Enrico Fermi School		X	
19 - Dr. Charles T. Lunsford School	X		
Native American Resource Center - (@ Lunsford School #19)	X		
20 - Henry Lomb School	X		
22 - Lincoln School	X		
23 - Francis Parker School	X		
25 - Nathaniel Hawthorne School	X		
28 - Henry Hudson School		X	
29 - Adelia E. Stevenson School	X		
30 - Gen. Elwell S. Otis School	X		
33 - Audubon School	X		
34 - Dr. Louis A. Cerulli School	X		
35 - Pinnacle School	X		
36 - Henry W. Longfellow School	X		
39 - Andrew J. Townson School	X		
41 - Kodak Park School	X		
42 - Abelard Reynolds School	X		
43 - Theodore Roosevelt School	X		
44 - Lincoln Park School	X		
45 - Mary McLeod Bethune School	X		
46 - Charles Carroll School	X		
50 - Helen Barrett Montgomery School		X	
52 - Frank Fowler Dow School	X		
53 - Montessori Academy @ Franklin	X		
54 - Flower City School (currently leased)	X		document current program and layout in leased space - excludes infrastructure evaluation
57 - Early Childhood School of Rochester	X		
58 - World of Inquiry School		X	

ROCHESTER JOINT SCHOOLS CONSTRUCTION BOARD

MASTER PLAN UPDATE

1/24/2012

LIST OF SCHOOLS & PROGRAMS TO BE INCLUDED IN MASTER PLAN UPDATE

School / Program	Include In MP Update		Remarks
	Yes	No	
Charlotte	X		
East High School	X		Program & layout based on SWBR Master Plan
Thomas Jefferson			
Rochester International Academy	X		
Thomas Jefferson High School	X		
Thrid School Program at Jefferson - TBD	X		
Wilson Foundation			
Joseph C. Wilson K-8 (@ Foundation)	X		
Joseph C. Wilson Early College High School (@ Foundation)	X		
John Marshall	X		
James Monroe	X		
Joseph C. Wilson Magnet Commencement	X		Program & layout based on JCI Master Plan
School Without Walls Foundation	X		
School Without Walls Commencement	X		
Douglass			
NE Prep at Douglass	X		
NW Prep at Douglass	X		
School of the Arts	X		
Dr. Freddie Thomas	X		Program & layout based on Watts CIP work
Edison Educational Campus			Program & layout based on Hunt Master Plan
Brown HS of Construction & Design - Edison	X		Program & layout based on Hunt Master Plan
STEM - Edison	X		Program & layout based on Hunt Master Plan
TBD HS - Edison	X		Program & layout based on Hunt Master Plan
Work Experience Program	X		Program & layout based on Hunt Master Plan
Franklin Educational Campus			Program & layout based on Watts Master Plan
Vanguard Collegiate HS - Franklin	X		Program & layout based on Watts Master Plan
Integrated Arts & Technology - Franklin	X		Program & layout based on Watts Master Plan
TBD HS - Franklin	X		Program & layout based on Watts Master Plan
Hart Street Facility			
Hart Street - OACES	X		document current program and layout in leased space - excludes infrastructure evaluation
Hart Street - Young Mothers	X		document current program and layout in leased space - excludes infrastructure evaluation
Hart Street - North S.T.A.R. Educational Program	X		document current program and layout in leased space - excludes infrastructure evaluation
Hart Street - Customer Service Center	X		document current program and layout in leased space - excludes infrastructure evaluation
Administration Space - 175 Martin Street	X		document proposed program and layout in leased space - excludes infrastructure evaluation
I'M READY - 2 Austin Street	X		document current program and layout in leased space - excludes infrastructure evaluation
Language Assessment and Placement Center - 242 West Main Street	X		document current program and layout in leased space - excludes infrastructure evaluation

**ROCHESTER JOINT SCHOOLS CONSTRUCTION BOARD**

**MASTER PLAN UPDATE**

1/24/2012

**LIST OF SCHOOLS & PROGRAMS TO BE INCLUDED IN MASTER PLAN UPDATE**

School / Program	Include in MP Update		Remarks
	Yes	No	
<b>Sub-Total to be included in Master Plan Update</b>			
Elementary School Buildings	32	6	
Programs in Elementary School Buildings	36	6	
K-12 Building (WOIS)	0	1	
K-12 Program (WOIS)	0	1	
High School Buildings	14	0	
Programs in High School Buildings	23	0	
Leased Sites	5	0	
Programs in Leased Sites	8	0	

**ROCHESTER JOINT SCHOOLS CONSTRUCTION BOARD**

**MASTER PLAN UPDATE**

1/23/2012

<b>BASE SCOPE SERVICES</b>	
<b>PHASE / TASK</b>	
<b>A</b>	<b>PROJECT INITIATION</b>
1	Reconfirm the goals and objectives of the Master Plan and articulate the District's "vision" for the future.
2	Discuss & document "lessons learned" from Phase 1 master plan and design process to date.

<b>B</b>	<b>UPDATE OVERALL SPACE INVENTORY AND OPERATING CAPACITY ANALYSIS</b>
1	Update space inventory and floor plans for current Elementary Schools / K-8 Schools based on 2011/2012 room uses.
2	Update list of school sites and space needs for specialized elementary programs such as MAP, Dual Language, LEAP, and Bi-lingual.
3	Identify current school sites and space needs for unique special education programs such as 12:1+4, autism, day treatment, others
4	Tour phase 2 & 3 Elementary / PreK-8 schools to observe current room uses
5	Update space inventory for #5, 12, 17, 28, 50, 58, with Phase 1 proposed room uses. Floor plans provided by Phase 1 A/E's.
6	Update space inventory and floor plans for Wilson Commencement, NEPC, NWPC, SWW Foundation, SWW Commencement
7	Update space inventory and floor plans for East High School per recent RCSD master plan
8	Update space inventory for Charlotte, Edison, Jefferson, Franklin, Freddie Thomas, Wilson Foundation based on portfolio of schools as fully grown-out. Edison, Franklin, Freddie Thomas and Wilson Foundation shall be based on recent RCSD master plan studies. Charlotte shall be based on Phase 1 program verification report. Jefferson shall be based on swing space planning discussions with RIA and Jefferson principals.
9	Develop floor plans and space inventory for Marshall High School as comprehensive high school and alternative high school.
10	Tour Wilson Commencement, NEPC, NWPC, SWW Foundation, SWW Commencement - Update space inventory and key floor plans for each
11	Tour Hart Street - Update space inventory and key floor plans for OACES, Customer Service Center, Young Mothers and North S.T.A.R
12	Tour Flower City School - Update space inventory
13	Tour 175 Martin - Update key floor plans with administrative department areas based on CJS swing space plans
14	Tour I'M READY - Update space inventory - develop key floor plans (no CADD files exist today)
15	Tour Language Assessment & Placement Center - Update space inventory - develop key floor plans (no CADD files exist today)
16	Tour programs at Congress Ave - Update key floor plans with program areas
17	Tour Native American Resource Center - Update key floor plans with program areas

**ROCHESTER JOINT SCHOOLS CONSTRUCTION BOARD**  
**MASTER PLAN UPDATE**  
**1/23/2012**

<b>BASE SCOPE SERVICES</b>	
<b>PHASE / TASK</b>	
18	Establish an operating capacity range for each school broken down into Pre-K, K-6, 7-8, 9-12 and self-contained special education. Upper limit of operating capacity to be based on the following class sizes: Pre-K = 18 students in 1/2 day sessions, K - 3rd = 22 students, 4th - 6th = 25 students, 7 - 12 = 25 students. Lower range of operating capacity to be based on 90% of the upper limit.
19	Analyze and establish operating capacity metrics for secondary schools based on analysis of actual operating capacities for a typical high school and specialized programs such as EL.
20	Review & analyze 2011-2012 enrollment data & projections. Break down data into Pre-K, K-6, 7-8, 9-12 and self-contained special education.
21	Review and analyze operating capacity versus enrollment projections to identify the surplus / deficit between the projections and the space inventory.
22	Review and confirm current portfolio of secondary schools with their grade level configurations and enrollment goals. Identify secondary schools where enrollment goal results in surplus operating capacity in building. Identify secondary schools where enrollment goal exceeds operating capacity of building.
23	Review overall space inventory and operating capacity analysis with RCSD Facilities Design Group

<b>C CURRENT BAU &amp; MCA ANALYSIS</b>	
1	Calculate BAU's and MCA's for each Phase 2 and Phase 3 school based on 2011/2012 room uses or currently proposed master plan uses (if known).
1	Review current BAU & MCA calculations with RCSD Facilities Design Group

<b>D INFRASTRUCTURE MODERNIZATION ANALYSIS</b>	
1	Review 2010 BCS action plans and infrastructure remaining useful life and develop conceptual infrastructure modernization scope of work for phase 2 & 3 schools.
2	Prepare draft conceptual infrastructure modernization scope of work for phase 2 & 3 schools
3	Review conceptual infrastructure modernization scope of work for phase 2 & 3 schools with RCSD Facilities Design Group. Update scope of work document.
4	Develop conceptual estimates for infrastructure modernization work for phase 2 & 3 schools
5	Review and analyze building infrastructure modernization estimates versus 2011/2012 MCA calculations.
6	Identify facilities to be considered as probable and possible candidates to retire from service due to magnitude of facility infrastructure and site deficiencies to be corrected
7	Review Infrastructure Modernization Analysis with RCSD Facilities Design Group



**ROCHESTER JOINT SCHOOLS CONSTRUCTION BOARD****MASTER PLAN UPDATE**

1/23/2012

<b>BASE SCOPE SERVICES</b>	
<b>PHASE / TASK</b>	
<b>E</b>	<b>UPDATE MASTER PLAN EDUCATIONAL PROGRAM &amp; GRADE LEVEL CONFIGURATION OPTIONS</b>
1	Review and confirm model program for 7th & 8th grade (Family & Consumer Science, Tech Ed, Art, Science)
2	Assist RCSD leadership with the development of two alternatives to the K-8 model program (list of space requirements) for alternative grade level configurations such as Pre-K - 2nd grade / 3rd - 8th grade and Pre-K - 3rd grade / 4th - 8th grade.
3	Confirm portfolio of secondary schools with grade level configuration and operating capacity for master plan purposes.
4	Review updated master plan educational program & grade level configuration options with RCSD Leadership

<b>F</b>	<b>CONDUCT TEST FITS FOR PHASE 2 &amp; 3 SCHOOLS</b>
1	Review and analyze previous phase 2 and phase 3 test fit plans, MCA calculations and conceptual costs. Identify test fits that are not financially viable (note that many of the K-8 test fits are < 85% aidable).
2	Evaluate smaller elementary schools for use as Primary schools
3	Evaluate certain secondary schools for use as intermediate / middle schools
4	Evaluate certain elementary schools for use as PreK - 8 schools (2 and 3 strand)
5	Evaluate site adequacy / site acquisition possibilities for all test fit schools
6	Identify recommended retirement / replacement schools
7	Evaluate possible site acquisition for replacement schools
8	Prepare conceptual floor plans for preferred test fit options
9	Prepare conceptual floor plans showing proposed room usage for secondary schools.
10	Review test fit options with RCSD Facilities Design Group (Assume 3 x 4 hour meetings)
11	Prepare conceptual scope of work for test fits (light / moderate / heavy alteration)
12	Prepare conceptual estimates for preferred test fit options to include infrastructure modernization, alterations, additions, site work and FFE allowances.
13	Calculate BAU's and MCA's for test fits. Provide BAU and conceptual cost information to financial advisor
14	Evaluate conceptual costs versus MCA. Develop alternatives and / or phasing options to balance scope of work with available MCA
15	Review scope / MCA balancing alternatives with RCSD Facilities Design Group
16	Review recommended alternatives with RCSD leadership

**ROCHESTER JOINT SCHOOLS CONSTRUCTION BOARD**

**MASTER PLAN UPDATE**

1/23/2012

<b>BASE SCOPE SERVICES</b>	
<b>PHASE / TASK</b>	
<b>G</b>	<b>PREPARE DRAFT OF MASTER PLAN UPDATE</b>
1	Review Phase 2 and Phase 3 recommendations with RJSCB
2	Prepare building and site graphics for report
3	Prepare program space requirement tables & narratives for report
4	Provide BAU calculations and conceptual estimates to financial advisor for preparation of financial plan
5	Format enrollment projections for report
6	Assist program manager with report narratives
7	Assist program manager with report assembly, miscellaneous graphics & review / editing of report
8	Attend public meetings and provide information for presentations (assume 3)
9	Print and assemble 10 color copies of the Draft Report (assume 200 - 11 x 17 color pages per report)

<b>H ADMINISTRATION / PROJECT MANAGEMENT</b>	
1	Attend weekly update meetings with program manager
2	Periodic meetings with strategic planning task force (assume monthly)
3	Review Draft Report with SED in Albany
4	Project Management

**OPTIONAL ADDITIONAL SERVICES - FINAL REPORT PREPARATION**

<b>I PREPARE FINAL PHASE 2 &amp; PHASE 3 MASTER PLAN REPORT</b>	
1	Review draft report with RJSCB
2	Revise building and site graphics for final report
3	Revise program space requirement tables & narratives for final report
4	Revise BAU calculations and conceptual estimates and send to financial advisor for preparation of financial plan
5	Revise enrollment projections for final report
6	Assist program manager with final revisions to report narratives
7	Assist program manager with report assembly, miscellaneous graphics & review / editing of report
8	Public meetings and presentations (assume 3)
9	Review final report with SED in Albany
10	Print and assemble 20 color copies of the Draft Report (assume 200 - 11 x 17 color pages per report)

**OPTIONAL ADDITIONAL SERVICES -PREPARE CAD PLANS FOR I'M READY, FLOWER CITY SCHOOL & LANGUAGE ASSESSMENT AND PLACEMENT CENTER LEASED SPACES**

<b>J PREPARE CAD PLANS FOR LEASED SPACES WITH NO CAD PLANS</b>	
1	Prepare CAD floor key plans for Flower City School (no CADD files exist today)
2	Prepare CAD floor key plans for I'M READY (no CADD files exist today)
3	Prepare CAD floor key plans for Language Assessment & Placement Center (no CADD files exist today)