

Rochester Joint Schools Construction Board
Minutes
January 12, 2009
4:30 p.m.

Present:

Kenneth Bell, Richard Pifer, Brian Roulin, Carolyn Vitale
The meeting convened at 4:30 p.m. with a quorum.

1) Board Organization

- Chair
Mr. Bell nominated by Mr. Roulin. Second by Mr. Pifer. Adopted 4-0.

- Bylaws
The Board articulated several changes for the next draft.

Action items:

- The Board will review final draft at its January 29 meeting
 - Staff to provide draft language requiring approval of Mayor and Superintendent prior to 1/29 meeting for feedback
 - Determine terms of individual members at future meeting
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- Meeting Schedule
Second and fourth Mondays of the month.

 - Committees
Three standing committees: Finance and Resource Allocation, M/WBE/Services Procurement, Community and Intergovernmental Relations. Ad hoc committees as necessary.

Action item:

- Members interested in volunteering on particular committees to contact Mr. Bell

2) Facilities Master Plan

RCSD Director of Facilities Thomas Keysa informed the Board that the District will issue an RFP for a consultant to develop the Long Range Facilities Master Plan called for by the New York State Education Department. The consultant will work with District staff on a strategic plan addressing future use or non-use of all of the District's building stock, leased space and grounds. The Long Range Master Plan is to reflect projected enrollment figures, maximization of aid, and current/future educational programming. The end document will be used for a variety of purposes, in addition to facilities. Proposed initiatives at Schools 58, 14 and East High School will be included in the plan but are expected to be well on their way before the plan is finalized.

Discussion:

The Board discussed the District's Long Range Facilities Master Plan in relation to the Facilities Modernization Program.

Action Items:

- Define RJSCB's role
- Staff to articulate tasks of RJSCB Program Manager (PM)
- Staff to provide examples of issues Requests for Proposals (RFPs) for PMs
- Staff to provide draft RFP for a PM for the RJSCB, including public input process responsibilities
- Discussion of Facilities Master Plan project and the Program Manager included on the next meeting agenda for further discussion/clarification

3) District M/WBE Participation

Shanai Lee, Director of the District's Office of M/WBE Development, presented information regarding the District's track record of M/WBE participation in architecture/engineering, construction services, goods, professional services, and standardized services.

4) Agency Agreement

Resolution 2009 -1

Motion to adopt by Board Member Vitale

Resolved, that the Rochester Joint Schools Construction Board supports the development of an inter-municipal agreement between the City of Rochester and the Rochester City School District authorizing the RJSCB to enter into contracts, financing agreements, and other necessary actions on behalf of the City and District in accordance with New York State Law Chapter 416 and in furtherance of the RCSD Facilities Modernization Program.

Second by Board Member Roulin

Adopted 4-0

Action item:

- Staff to prepare letter to Mayor, Superintendent, Board of Education and City Council regarding the resolution and signed by Chair

5) Independent Compliance Officer

Board members discussed the requirement in the enabling legislation to have an Independent Compliance Officer participate on the Board as a non-voting member.

Action items:

- Staff to prepare a position description for review at the Board's next meeting
- Staff to identify methods for soliciting candidates for review by Board

6) Timeline

The Board discussed the steps required for construction to begin in 2010. Members emphasized the need for an open, transparent process that takes into account the option to fast-track work at Schools 58, 14 and East High School in order to meet the 2010 goal. Engaging a Program Manager is priority one.

7) Incidental Cost Allowance

The Board reviewed an illustrative spreadsheet that detailed incidental costs associated with a \$325 million project.

Other

Mr. Roulin moved that Linda Dunsmoor be named Clerk of the Board as described in the draft bylaws. Second by Mr. Pifer. Adopted 4-0.

Motion to adjourn by Mr. Pifer. Second by Mr. Roulin. Adopted 4-0 at 6:25 p.m.