

# **Rochester Board of Education**

## **Finance Committee Meeting**

### **July 27, 2017**

**Attendance:** Commissioner Cruz (Chair); Commissioner Evans; Commissioner Adams; Commissioner Hallmark

District Staff: Chief Financial Officer; Everton Sewell, Chief of Operations; Michael Schmidt, East EPO Chief Financial Officer; Carleen Pearce, Director of Strategic Partnerships; Nydia Padilla-Rodriguez

Board Staff: Kallia Wade

Commissioner Cruz convened the meeting at 5:47PM.

#### **I. Question/Answer Session**

Commissioner Cruz convened the meeting, thanking those in the audience for their patience, and noting the need for urgency given the tight schedule because of the Board Business Meeting scheduled to follow in the same room. He advised that the committee would be moving quickly through the agenda items.

#### **II. Review Minutes of June 8, 2017 Finance Committee Meeting**

**Motion** by Commissioner Cruz to approve and accept the minutes of the June 8, 2017 Finance Committee meeting. Seconded by Commissioner Evans. **Adopted 2-0.**

#### **III. Review and Approve the Quarterly Change Order Report for April- June 2017**

**Motion** by Commissioner Cruz to approve the Quarterly Change Order Report for April-June 2017. Seconded by Commissioner Evans. **Adopted 2-0.**

#### **IV. Review and Approve Proposed Resolutions for the July 27, 2017 Board Business Meeting**

Commissioner Cruz noted that the Committee would not be reviewing a June Finance Report as the Finance Department is still completing the closing out process for the fiscal year ended on June 30, 2017.

##### **A. EAST EPO**

- 1. Partners In Restorative Initiatives, Incorporated – (late submission)  
Contract agreement for to provide two Academic Circle trainings for teachers, a Restorative Practices curriculum-building workshop for social**

**workers, a Re-Entry Circle training workshop for administrators and monthly Restorative Practices coaching for approximately 200 East High staff – Resolution No. 2017-18: 14**

- 2. Board of Cooperative Educational Services – First Supervisory District of Monroe County (Monroe BOCES No. 1)– contract agreement for implementing the common core curriculum– Resolution No. 2017-18: 18**

**Action Items:**

**Motion** by Commissioner Cruz to address and approve the East EPO Resolutions as a bundle. Seconded by Commissioners Evans. **Adopted 2-0.**

**B. BUDGET/ TRANSPORTATION**

- 1. Monroe No. 1 Board of Cooperative Educational Services (BOCES)– contract agreement for mandated transportation services required to support students with special needs – Resolution No. 2017-18: 46**

**Action Items:**

**Motion** by Commissioner Cruz to address and approve the Budget/Transportation Resolution. Seconded by Commissioner Evans. **Adopted 2-0.**

**C. PROCUREMENT & SUPPLY**

- 1. The Presentation Source, Inc.– purchase contract for the East High Auditorium Sound System – Resolution No. 2017-18: 47**
- 2. Lift Bridge Book Shop– contract extension for paperback/hardcover books – Resolution No. 2017-18: 48**
- 3. hand2mind, Inc. dba ETA hand2mind (formerly A. Daigger & Co., dba ETA hand2mind); Delta Education, LLC, a School Specialty Inc. Co.; Fisher Scientific Company LLC (Fisher Science Education Business Unit); Frey Scientific, a division of Delta Education LLC, a School Specialty Co., Inc.; Aristotle Corporation dba Nasco; VWR International LLC dba Sargent Welch; VWR International LLC dba Ward’s Science; and Vernier Software & Technology, LLC – contract extension for science equipment & supplies – Resolution No. 2017-18: 49**

**Action Items:**

**Motion** by Commissioner Cruz to address and approve Procurement and Supply Resolutions as a bundle. Seconded by Commissioners Evans and Powell. **Adopted 3-0, with concurrence of Parent Representative.**

#### **D. EDUCATIONAL FACILITIES**

##### **Final Payments:**

- 1. Leo J. Roth Corp.– final payment for plumbing work for renovations to Charlotte Educational Campus – Resolution No. 2017-18: 50**
- 2. SSM & RC, Inc. dba Spring Sheet Metal and Roofing– final payment for Roofing Work for Renovations to School No. 46– Resolution No. 2017-18: 51**
- 3. Pipitone Enterprises, LLC– final payment for HVAC Work for Renovations to School No. 9 and Baden Street Recreation Center – Resolution No. 2017-18: 52**
- 4. Pipitone Enterprises, LLC– final payment for HVAC Work for Renovations to Franklin Educational Campus– Resolution No. 2017-18: 53**
- 5. Lloyd Mechanical Co., LLC– final payment for Plumbing Work for Renovations to School No. 43– Resolution No. 2017-18: 54**
- 6. UDN, Inc.– final payment for General Construction Work for Renovations to School No. 4– Resolution No. 2017-18: 55**

##### **Action Items:**

**Motion** by Commissioner Cruz to address and approve Facilities final payments as a bundle. Seconded by Commissioner Evans. **Adopted 2-0.**

##### **Contracts:**

- 1. E.I. Team, Inc.– contract for architectural / engineering services for a Capital Improvement Project at *Abelard Reynolds School No. 42* – Resolution No. 2017-18: 56**
- 2. Labella Associates, D.P.C.– contract for architectural / engineering services for a Capital Improvement Project at *Nathaniel Rochester Community School No. 3 / Adams Street Recreation Center (the “Project”)*– Resolution No. 2017-18: 57**

3. **Labella Associates, D.P.C.–contract for architectural / engineering services for a Capital Improvement Project at *Dr. Martin Luther King, Jr. School No. 9 and the Clinton Baden Recreation Center*– Resolution No. 2017-18: 58**
4. **Labella Associates, D.P.C.– contract for architectural / engineering services for a Capital Improvement Project at *Adlai E. Stevenson School No. 29*– Resolution No. 2017-18: 59**
5. **Labella Associates, D.P.C.– contract for architectural / engineering services for a Capital Improvement Project at *Andrew J. Townson School No. 39*– Resolution No. 2017-18: 60**
6. **Labella Associates, D.P.C.– contract for architectural / engineering services for a Capital Improvement Project at *John James Audubon School No. 33 and the Ryan Recreation Center*– Resolution No. 2017-18: 61**
7. **M/E Engineering, P.C.– contract for architectural / engineering services for a Capital Improvement Project at various locations for Phase VII of the *District Wide Security Upgrades*– Resolution No. 2017-18: 62**
8. **Popli, Architecture + Engineering & L.S., D.P.C. (dba Popli Design Group)– contract for architectural / engineering services for a Capital Improvement Project at *Joseph C. Wilson Foundation Academy*– Resolution No. 2017-18: 63**
9. **Popli, Architecture + Engineering & L.S., D.P.C. (dba Popli Design Group)– contract for architectural / engineering services for a Capital Improvement Project at *Pinnacle School No. 35*– Resolution No. 2017-18: 64**
10. **Popli, Architecture + Engineering & L.S., D.P.C. (dba Popli Design Group)– contract for architectural / engineering services for a Capital Improvement Project at *Dr. Charles T. Lunsford School No. 19*– Resolution No. 2017-18: 65**
11. **SWBR Architecture, Engineering & Landscape Architecture, P.C.– contract for architectural / engineering services for a Capital Improvement Project at *Enrico Fermi School No. 17*– Resolution No. 2017-18: 66**
12. **SWBR Architecture, Engineering & Landscape Architecture, P.C.– contract for architectural / engineering services for a Capital Improvement Project at *School of the Arts*– Resolution No. 2017-18: 67**

- 13. Young Architectural LLC (dba Young + Wright Architectural)– contract for architectural / engineering services for a Capital Improvement Project at 107 North Clinton Avenue (the “Project”)– Resolution No. 2017-18: 68**
- 14. Young Architectural LLC (dba Young + Wright Architectural)– contract for architectural / engineering services for a Capital Improvement Project at Dr. Louis A. Cerulli School No. 34 (the “Project”)– Resolution No. 2017-18: 69**
- 15. William Taylor Architects, PLLC– contract for architectural / engineering services for a Capital Improvement Project at Kodak Park School No. 41– Resolution No. 2016-17: 70**

**Action Items:**

**Motion** by Commissioner Cruz to address and approve Facilities Contracts as a group. Seconded by Commissioner Evans. **Adopted 2-0.**

**Other:**

- 1. Landsman Development Corporation – lease agreement for approximately 178,180 square feet of the four story building located at 30 Hart Street, Rochester, NY, (commonly known as the Family Learning Center) and three bays of the four bay garage located on the premises, plus all additional charges under the Lease Agreement, including but not limited to Common Area Maintenance (CAM) charges, property taxes, utilities and repairs– Resolution No. 2017-18: 71**
- 2. Downstairs Cabaret, Inc. – lease agreement for use of the property located on Scio Street (between Main Street and University Avenue) to provide approximately 100 parking spaces for World of Inquiry School No. 58– Resolution No. 2017-18: 72**

Commissioner Evans questioned the term of the lease for the 30 Heart Street property and asked whether the space was already being used. Chief Schmidt responded noting that this is a 3-year lease and that the agreement was to utilize a space the district is already occupying.

Commissioner Adams followed up posing whether this was an extension of an existing agreement, to which Chief Schmidt confirmed as true and that the use is the same as with previous years.

Commissioner Cruz questioned whether the district had options following the end of the lease, for other spaces. Chief Schmidt is to get back to the commissioners re this information at a later date.

### **Action Items:**

**Motion** by Commissioner Cruz to address and approve the Facilities Other Resolutions as a group. Seconded by Commissioner Evans. **Adopted 2-0.**

#### **E. OTHER**

- 1. Insurance Broker Services employee benefit-related – (late submission - pending RFP selection of vendor)– Resolution No. 2017-18: 73**
- 2. Various suburban school districts – agreements to provide required services to students residing in suburban school districts who attended non-public schools within the District – Resolution No. 2017-18: 76**
- 3. University of Rochester – AmeriCorps VISTA (late submission) – agreement to provide services to four Rochester Youth Year (RYY) AmeriCorps VISTA members to support various initiatives– Resolution No. 2017-18: 81**
- 4. Monroe Community College – (late submission) agreement to provide students with support and mentoring with support and mentoring during breakfast, lunch and recess periods and within expanded learning opportunities, and provide in-class support – Resolution No. 2017-18: 82**
- 5. EL Education, Inc. (late submission) agreement to provide onsite *school designer* coaching services and assistance for approximately four school leaders in developing the work plan aligned to the School Improvement Grant – Resolution No. 2017-18: 83**

Commissioner Adams noted that she had previously posed a question to the administration re the EL Education consultants/ coaching services. She questioned whether extra pay requirements would accompany the provision of these services. She noted that she expects to receive a response in writing shortly on this matter.

### **Action Items:**

**Motion** by Commissioner Cruz to address and approve the Other Resolutions as a group. Seconded by Commissioner Evans. **Adopted 2-0.**

Commissioner Evans pointed out that **Resolution No. 2017-18: 73** is an empty placeholder and should not be forwarded. CFO Sewell noted that the HC department put out an RFP on the vendor to be selected and that they would be approaching the committee at a later date with the Resolution. Commissioner Cruz noted the amendment and advised that this resolution would be pulled and not forwarded at this time.

Next monthly Finance Committee Meeting: August 17, 2017. Meeting adjourned at approximately 6:12PM