

Rochester Joint Schools Construction Board

Minutes

January 31, 2011

4:30 p.m.

Present

Board Chair Kenneth Bell, Vice Chair Carolyn Vitale, Members Bob Brown, Alex Castro, Randy Henderson, Richard Pifer, Brian Roulin, ICO Windell Gray. General Counsel Peter Abdella, Program Director Tom Rogér, Board Staff Linda Dunsmoor.

Chairman Bell convened the meeting at 4:35 p.m.

Motion to Approve Minutes of January 10, 2011 by Mr. Henderson. Second by Mr. Brown. Approved 7-0.

Report of Chair

Chairman Bell advised the Board that the Environmental Assessment Forms (EAFs) Part IIs were provided in the Board packet as part of the State Environmental Quality Review Act (SEQRA) process.

Action Items

Resolution 2010-11: 29

Forwarding Draft Comprehensive School Facilities Modernization Plan, Phase 1, to Albany for review by Office of the State Comptroller and State Education Department

By Member of the Board Vitale

WHEREAS, the Rochester School Facilities Modernization Program Act ("School Modernization 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 School Modernization Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the School Modernization Act calls for the RJSCB to develop a comprehensive school facilities modernization plan for Phase I; and

WHEREAS, the RJSCB's Program Manager, the Gilbane Building Company ("Program Manager"), working with the District, has developed a list of proposed Phase I projects known as the Phase I Draft Comprehensive Master Plan dated January 2011 (the "Proposed Plan"); and

WHEREAS, the Proposed Plan has been developed and reviewed by the financial, legal, compliance, and architectural consultants of the Board; and

WHEREAS, in furtherance of the School Modernization Act, the RJSCB conducted seven public meetings in September, October, and December 2010 for the purpose of seeking public comment on the Proposed Plan and incorporated said comments into the Proposed Plan;

NOW, THEREFORE, BE IT RESOLVED:

1. The RJSCB hereby acknowledges receipt of the Proposed Plan from the Program Manager and the District.
2. The RJSCB shall distribute the Proposed Plan to the New York State Office of the State Comptroller and the New York State Education Department for review and consideration.

3. Nothing herein commits the RJSCB, the New York State Office of the State Comptroller or the New York State Education Department to commence in, engage in, fund or approve any action.

***Second by Member of the Board Brown
Adopted 7-0***

**Resolution 2010-11: 30
Request for Proposals, Architectural Services, Renovation and Addition Projects**

By Member of the Board Brown

WHEREAS, the Rochester School Facilities Modernization Program Act ("School Modernization 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 School Modernization Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the RJSCB identified qualified architectural firms for Phase I of the Rochester Schools Modernization Program using a Request for Qualifications process in keeping with its timeline for construction that will commence Summer 2012; and

WHEREAS, the Request for Qualifications review process identified several firms highly qualified to meet the requirements of the timeline; and

WHEREAS, the RJSCB's Program Manager has prepared a Request for Proposals for Architectural Services, Renovation and Addition Projects (the "RFP"), which includes input from the RJSCB's M/WBE and Services Procurement Committee.

NOW, THEREFORE, BE IT:

RESOLVED, that the Rochester Joint Schools Construction Board hereby approves the RFP for Architectural Services and its distribution to the following firms:

Ashley McGraw Architects	500 South Salina St, Syracuse, NY 13202
Cannon Design	6 North Main St, Fairport, NY 14450
Chaintreuil Jensen Stark Architects	54 South Union St, Rochester, NY 14607
Clark Patterson Lee	205 Saint Paul St, Ste 500, Rochester, NY 14604
EI Team, Inc.	16 West Main St, Ste 708, Rochester, NY 14614
HHL Architects	172 Allen St, Buffalo, NY 14201
Hunt EAS	4 Commercial St, Ste 300, Rochester, NY 14614
JCJ Architecture	350 Fifth Ave, Ste 1029, New York, NY 10118
Kenneth Boroson Architects	3800 Monroe Ave, Ste 19 C, Pittsford, NY 14534
LaBella Associates	300 State St, Suite 201, Rochester, NY 14614
Perkins Eastman Architects	115 Fifth Ave, New York, NY 10003
SEI Design Group	224 Mill Street, Rochester, NY 14614
SWBR Architects	387 East Main St, Rochester, NY 14604
Watts A&E	PO Box 309, 620 Park Ave, Rochester, NY 14607
Young + Wright Architectural	1344 University Ave, Ste 140, Rochester, NY 14607

***Second by Member of the Board Pifer
Adopted 7-0***

Resolution 2010-11: 31
Accounting Services, Rochester City School District

By Member of the Board Roulin

WHEREAS, the Rochester School Facilities Modernization Program Act ("School Modernization 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 School Modernization Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the RJSCB previously identified a need for bookkeeping/accounting services that include review of the general ledger, preparation of bank reconciliation reports for the RJSCB Treasurer, preparation of monthly financial reports and year-end financial statements, and preparation of any necessary tax documents (the "Accounting Services"), all of which are described under "Specific Duties" in the RJSCB's Interim Financial Procedures and Policies; and

WHEREAS, the RJSCB previously authorized an agreement with the City for Accounting Services (the "City Agreement") in return for paying the City's actual costs, although the City never commenced providing any such Accounting Services; and

WHEREAS, the District recently agreed to provide these services at no cost to the RJSCB; and

WHEREAS, in furtherance of the Cooperative Agreement between the RJSCB, the City and the District, the RJSCB will utilize existing District resources and, accordingly, need not procure such services from a private vendor; and

WHEREAS, the City agrees that using existing District resources presents the most efficient method of obtaining these services and is willing to terminate the City Agreement;

NOW, THEREFORE, BE IT RESOLVED:

1. The RJSCB hereby accepts the District's proposal to provide the Accounting Services to the RJSCB at no cost to the RJSCB.
2. Resolution 2010-11: 21 authorizing the City Agreement is hereby rescinded.

Second by Member of the Board Henderson
Adopted 7-0

Resolution No. 2010-11: 32
Mr. Randy Henderson

By Member of the Board Brown

WHEREAS, the Rochester School Facilities Modernization Program Act ("School Modernization 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, Mr. Randy Henderson was appointed as a charter member of the RJSCB in October, 2008; and

WHEREAS, Mr. Henderson has provided leadership, commitment and expertise to the RJSCB during his tenure on the Board; and

WHEREAS, Mr. Henderson has shown an unparalleled level of dedication to the students of the Rochester City School District through his service as a member of the RJSCB;

Therefore, be it RESOLVED,

That the Rochester Joint Schools Construction Board hereby recognizes Mr. Randy Henderson's service to the Board and gratefully acknowledges his contributions as a Board Member, October 2008-January 2011.

***Second by Member of the Board Pifer
Adopted 7-0***

**Resolution 2010-11: 33
Insurance**

By Member of the Board Brown

WHEREAS, the Rochester School Facilities Modernization Program Act ("School Modernization 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 School Modernization Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the RJSCB identified a need for various insurance coverages related to liability and employment, and issued a Request for Quotes ("RFQ") for this coverage on October 26, 2010, and

WHEREAS, the RJSCB Chair and MWBE committee were previously authorized to work with representatives of the DG&M Agency, 2290 East Avenue, Rochester, NY 14610 to identify necessary coverages for recommendation to the Board; and

WHEREAS, a policy has been negotiated providing the necessary coverages (crime, general liability, directors & officers, employment practices liability, workers' compensation, employee benefits) at an annual premium of \$5,005;

THEREFORE, BE IT RESOLVED:

The RJSCB Chair is authorized to do all things necessary to effectuate said policy on behalf of the Board.

***Second by Member of the Board Castro
Adopted 7-0***

Adjournment

Motion by Mr. Brown. Second by Mr. Roulin. Approved 7-0 at 5:35 p.m.