

**Resolution 2011-12: 111**

**Independent Compliance Officer, Contract Extension**

**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 Act requires the Board is to engage an Independent Compliance Officer ("ICO") to report directly to the Board; and

WHEREAS, the RJSCB issued an RFP for an Independent Compliance Officer in April of 2010 (Resolution 2009-10: 11); and

WHEREAS, in June of 2010, the RJSCB selected Landon & Rian Enterprises, Inc. as the finalist for Independent Compliance Officer (Resolution 2009-10: 14) and subsequently entered into an agreement with Landon & Rian Enterprises, Inc. entitled "Independent Compliance Officer Agreement" (the "Agreement") in August of 2010 (Resolution 2010-11: 7); and

WHEREAS, the Agreement includes a Scope of Work divided into two Stages; Stage 1 for work during the Master Plan Development and Stage 2 for Pre-Construction activities; and

WHEREAS, the Agreement has a term of two years; and

WHEREAS, the RJSCB now wishes to extend the term of the Agreement and add certain additional services, including but not limited to: EEO project monitoring for the first five construction projects of the RSMP scheduled to begin construction in the summer of 2012 (School 17, School 50, School 58, Charlotte High School, and Franklin High School), compliance monitoring for all of the RJSCB's professional service consultants, and M/WBE community outreach efforts on behalf of the RJSCB; and

WHEREAS, based on negotiations between the Executive Director and the Independent Compliance Officer, the Independent Compliance Officer has agreed to reduce its hourly rate by a significant amount (the "Cost Savings"); and

WHEREAS, based on the negotiated Cost Savings, the RJSCB believes that no further cost savings could be achieved by conducting a competitive hiring process; and

WHEREAS, the RJSCB believes that the Independent Compliance Officer has gained in-depth knowledge of the day-to-day operations of the project and is best suited to address any future needs of the RJSCB; and

WHEREAS, at its May 31, 2012 meeting, the Committee considered and discussed a proposal from the Independent Compliance Officer, a copy of which is attached hereto, in an amount not to exceed \$549,936 (the "Proposal"), and after due deliberation, it approved the proposal;

THEREFORE, BE IT RESOLVED:

1. The RJSCB hereby accepts and approves the Proposal from the Independent Compliance Officer.
2. The RJSCB's Chair is hereby authorized, in the name and on behalf of the RJSCB, to execute an Amendment that is consistent with this approval and in an acceptable form to the Chair upon the advice of the RJSCB's General Counsel.

3. The Board and staff of the RJSCB are hereby authorized to take any additional actions necessary to implement the foregoing resolutions.

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

*Final*

**RSMP**

**Scope of Services/Cost Proposal**

**Independent Compliance Consultant  
M/W/D/SBE Services**

**May 11, 2012**



May 22, 2012

Rochester Joint Schools Construction Board  
175 Martin Street, Suite 421  
Rochester, New York 14621

Subject: Minority, Women, Disadvantaged and Small Business Enterprises (M/W/D/SBE)  
Independent Compliance and Monitoring Services

Dear Mr. Renauto:

Landon & Rian Enterprises, Inc. (L & R) is pleased to submit our proposal to the Rochester Schools Modernization Program (RSMP) to perform M/W/D/SBE Independent Compliance and Monitoring services.

The L & R project team is structured to assure the RSMP of simple lines of communication and to provide experienced staff with the right skills and expertise required. The project team brings to the RSMP an exceptional combination of skills and knowledge, combined with a proven track record of managing and implementing M/W/D/SBE Compliance and Monitoring programs. Our team will coordinate and implement the following services:

- Implementation and coordination of the Diversity Plan activities monitoring, tracking and reporting, for the minority, women-owned, disadvantaged and small business enterprises (M/W/D/SBE) workforce (EEO) and business participation
- Provide outreach to minority, women-owned, disadvantaged and small business enterprises (M/W/D/SBE) during the pre-bid and construction phases.

L & R looks forward to working with Rochester Schools Modernization Program on providing Independent M/W/D/SBE Compliance and Monitoring services on phase 1A of the program. If you have any questions, please feel free to call me at (585) 334-8240 (office) or (585) 202-0808 (cell).

Sincerely,  
LANDON & RIAN ENTERPRISES, INC.  
Windell Gray  
President

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## **Table of Contents**

### **Section 1 – Scope of Services**

### **Section 2 – Organizational Chart/Resumes**

### **Section 3 – Project Schedules**

- Design
- Construction

### **Section 4 – Cost Proposal**

### **Section 5 – Sample Forms**

- DDP-1 - Schedule of M/W/D/SBE Participation
  - DDP-2 - M/W/D/SBE Letter of Commitment to Perform
  - DDP-3 - Monthly Employment Utilization Report
  - DDP-3A - Monthly Utilization
  - Monthly Subcontractor Progress Report - Business Participation (Subcontractor)
  - Master Status Report
  - Monthly Utilization EEO Report - Prime Contractors
  - Monthly Utilization EEO Report - Professional Services
-

# SECTION - I

## Scope of Services

**OVERVIEW**

The project team of Landon and Rian Enterprises, Inc. (L & R) will be responsible for the implementation and coordination of the Diversity Plan activities, including outreach, monitoring, tracking and reporting, for the minority, women-owned, disadvantaged and small business enterprises (M/W/D/SBE) workforce and business participation for the Rochester Schools Modernization Program (RSMP) phase 1A construction projects.

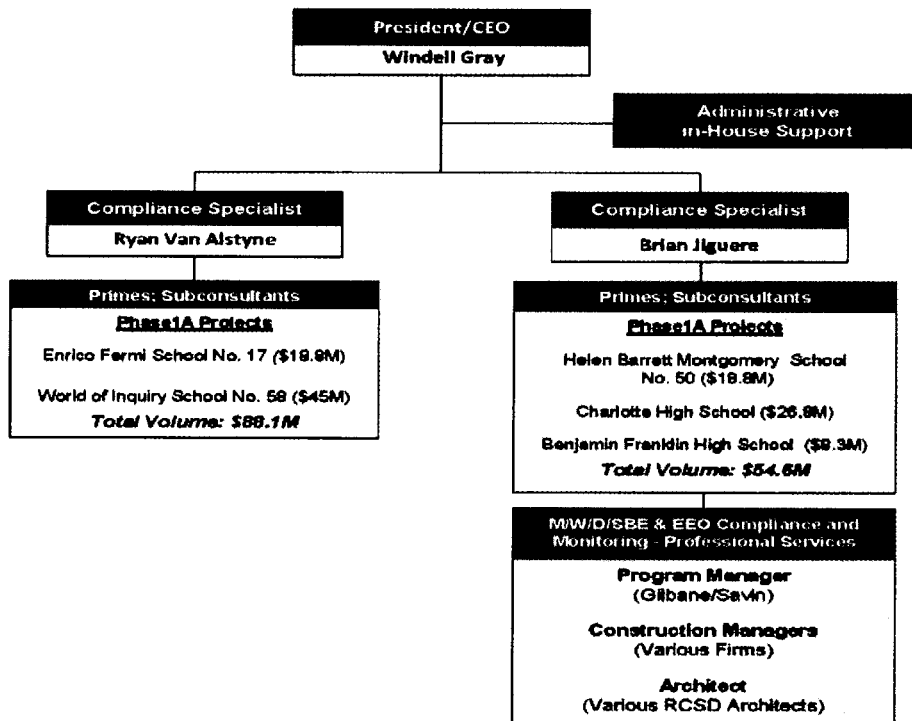
In addition to implementing and coordinating the workforce and business participation, L & R will also coordinate all M/W/D/SBE communication with internal and external participants of the RSMP to ensure effective communication of the Diversity Plan.

**TEAM ORGANIZATION**

Under the direction of President/CEO, Windell Gray, the L & R project team will be responsible for the effective and successful delivery of the established Diversity Plan for Phase 1A. Mr. Gray will lead the project team and focus on the development of outreach, procedures, systems and work processes to ensure the effective delivery of the Diversity plan. Windell will be supported by Compliance Specialist, Ryan Van Alstyne and Compliance Specialist, Brian Jiguere. Mr. Gray will be the primary point of contact and will be responsible for the overall quality and delivery of services to RSMP. (See Exhibit A below).

Mr. Gray will maintain a balanced workload among the team and assign an individual Compliance Specialist to each of the phase 1A construction projects to administer and coordinate the monitoring and tracking/reporting of the workforce and business participation.

**Exhibit A**



**PROJECT TEAM**

As mentioned, the project team during the phase 1A construction projects will be made up of President/CEO, Windell Gray and Compliance Specialist, Ryan Van Alstyne and Compliance Specialist, Brian Jiguere. Please refer to *Section 5 - Organizational Chart/Resumes* for more detailed information.

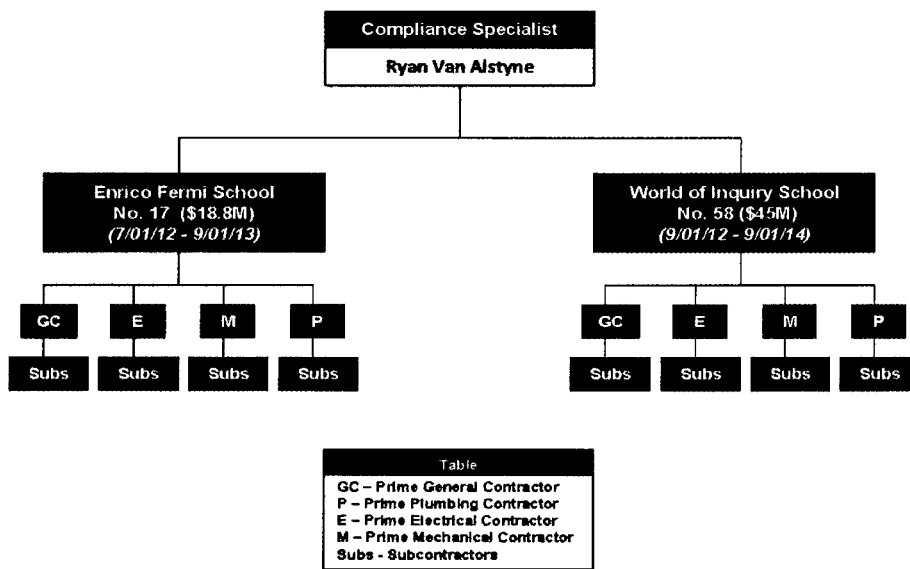
**President/CEO**

Mr. Windell Gray will be responsible for coordinating, planning and organizing the team effort to implement the Diversity Plan for the workforce and business participation. In addition to managing the project team, Mr. Gray will manage and coordinate the M/W/D/SBE the outreach and public relations opportunities with contract associations, community groups, trade associations, and unions. Windell will provide guidance and oversight to all construction project teams related to any M/W/D/SBE and EEO questions or issues that arise. Mr. Gray will represent L & R at the M/W/D/SBE and Services Procurement Committee meetings and the RJSCB meetings.

**Compliance Specialist**

Mr. Ryan Van Alstyne, will be responsible for coordinating, monitoring, and ensuring the workforce and business participation is adhered to on all assigned Rochester Schools Modernization Program (RSMP) prime contracts and subcontracts. Ryan will be responsible for attending weekly project meetings and conducting on-site visits to confirm compliance with RSMP's Diversity Plan goals. Ryan will monitor monthly RSMP DDP forms and compile monthly M/W/D/SBE and EEO progress reports for submittal to RSMP management. Mr. Van Alstyne will be assigned to oversee prime contractors and subcontractors on the following Rochester Schools Modernization Program phase 1A construction projects (*See Exhibit B below*):

**Exhibit B**

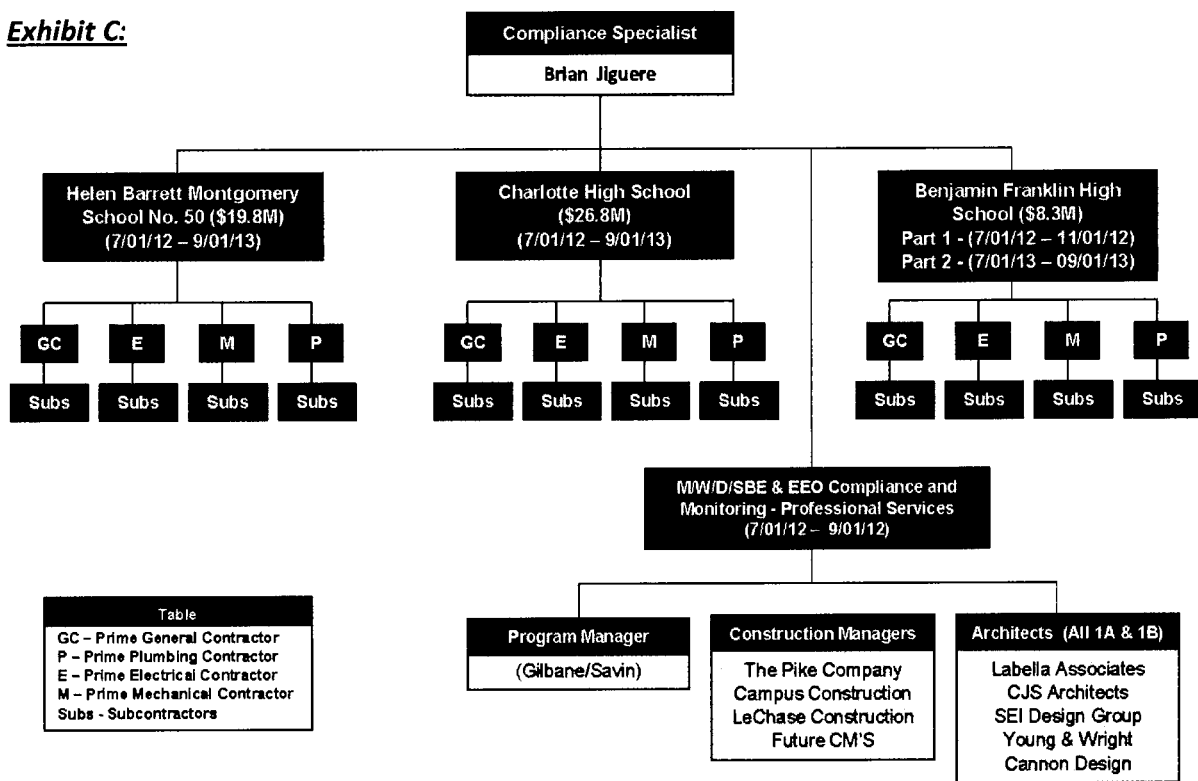




**Compliance Specialist**

Mr. Brian Jiguere, will be responsible for coordinating, monitoring, and ensuring the workforce and business participation is adhered to on all assigned Rochester Schools Modernization Program (RSMP) prime contracts and subcontracts. Brian will be responsible for attending weekly project meetings and conducting on-site visits to confirm compliance with RSMP's Diversity Plan goals. Brian will monitor monthly RSMP DDP forms and compile monthly M/W/D/SBE and EEO progress reports for submittal to RSMP management. Mr. Brian Jiguere will be assigned to oversee prime contractors, subcontractors and M/W/D/SBE & EEO Compliance and Monitoring - Professional Services on the following Rochester Schools Modernization Program phase 1A construction projects. (See Exhibit C below):

**Exhibit C:**



**PRE-BID/DESIGN & CONSTRUCTION PHASE SERVICES**

**Pre-Bid/Bidding Overview**

During the design, pre-bid and bidding period of the phase 1A construction projects, Landon and Rian Enterprises, Inc. (L & R) has monitored all professional services (Program Manager and Architects) for compliance of workforce participation. Prior to the construction of the phase 1A projects, L & R will continue our efforts to the monitoring and tracking/reporting of phase 1B Architects (Spring 2012), which will continue through until the pre-bid/bidding phase of 1B (Summer 2013) - (See Exhibit D below).

**Exhibit D – Design Schedule (14 Months)**

| Rochester City Schools Modernization Program<br>Phase 1B Schools - Design Schedule |      |      |       |      |      |      |     |      |      |      |     |      |      |      |
|--|------|------|-------|------|------|------|-----|------|------|------|-----|------|------|------|
| School   | 2012 |      |       |      |      | 2013 |     |      |      |      |     |      |      |      |
|  | July | Aug. | Sept. | Oct. | Nov. | Dec. | Jan | Feb. | Mar. | Apr. | May | June | July | Aug. |
| Henry Hudson School #28 - \$24.3M  |      |      |       |      |      |      |     |      |      |      |     |      |      |      |
| John Williams School No. 5 - \$21.5M   |      |      |       |      |      |      |     |      |      |      |     |      |      |      |
| James PB Duffy School No. 12 - \$19.9M   |      |      |       |      |      |      |     |      |      |      |     |      |      |      |
| Thomas Jefferson High School - \$28.2M   |      |      |       |      |      |      |     |      |      |      |     |      |      |      |
| James Monroe High School - \$33.9M   |      |      |       |      |      |      |     |      |      |      |     |      |      |      |
| East High School - \$33.6M   |      |      |       |      |      |      |     |      |      |      |     |      |      |      |
| Edison Educational Campus - \$36M  |      |      |       |      |      |      |     |      |      |      |     |      |      |      |

**Table**  
 Design Schedule

**1A - Pre-Bid/Bidding**

In preparing for the bidding phase of the 1A construction projects, L & R has solicited certified M/W/D/SBE firms for subcontracting opportunities using a variety of techniques including pre-bid conferences and outreach events. The pre-bid conferences and outreach events have allowed the networking of prime contractors and M/W/D/SBE subcontractors to develop relationships and discuss scopes of work prior to bidding of the 1A construction projects. L & R has worked with the program manager and construction managers to review the scope to identify M/W/D/SBE subcontracting opportunities, and have strongly encouraged prime contractors and other bidders to solicit subcontractor bids from certified M/W/D/SBE firms. To comply with New York State Article 15-A, L & R has also been working with potential prime contractors to development a plan during pre-bid in order for good faith efforts to be effective.

As mentioned, L & R has used several methods to increase the opportunity for M/W/D/SBE participation. The following outline is how L & R has set-up the M/W/D/SBE Pre-Bid and Bidding phase of the 1A construction projects:

**Outline**

- Increase the project’s visibility in the business community by networking and giving presentations to M/W/D/SBE contractor’s associations, community groups, trade associations, and unions to inform and encourage participation for the phase 1A construction projects M/W/D/SBE & EEO goals.
- Provide workshop(s) on the Project Labor Agreement (PLA) to inform the M/W/D/SBE firms and minority & women of their requirements.
- Encourage and assist new qualified firms to obtain M/W/D/SBE certification.

- Development of a systematic method (database) for identifying and maintaining an inventory of certified minority, women, disadvantaged, and small business enterprises (M/W/D/SBE's), their capabilities, services, supplies and or products.
- Develop and implement a reporting system to continually track M/W/D/SBE outreach and participation. Periodically review procurement reports to track whether these groups are participating in contracting opportunities.
- Utilize local media, electronic and print, to market and promote bidding opportunities for M/W/D/SBE's on the phase 1A construction projects and will continue our efforts through phase 1B. Provide M/W/D/SBE groups with information regarding bidding opportunities that is both timely and reliable. Develop proactive methods of communication to keep local area businesses and community organizations informed about upcoming opportunities. Enhance current systems of communications that provide accurate and easily accessible information. Review and notify M/W/D/SBE's of bidding opportunities located on the <http://www.rcsdk12.org/rsmp> web page.
- Work with winning prime contractors to ensure RSMP forms DDP-1 - Schedule of M/W/D/SBE Participation and form DDP-2 - M/W/D/SBE Letter of Commitment to Perform are completed correctly and signed in a timely manner. Please refer to *Section 5 – Project Forms* for sample forms.
- Review Prime Contractors written plan to fulfill EEO requirements.

### **Design & Construction Phase Services Overview**

#### **Monitoring/Tracking & Reporting**

Throughout the design (1A & 1B phases) and the construction (1A phase) of the Rochester Schools Modernization Program (RSMP), Landon and Rian Enterprises, Inc. will be responsible for monitoring, tracking and reporting of the workforce and business participation for RSMP's M/W/D/SBE Diversity Plan goals. The implementation and coordination of the Diversity Plan's activities will be conducted by L & R's Compliance Specialist, Mr. Ryan Van Alstyne and Compliance Specialist Mr. Brian Jiguere and will encompass professional service contracts, prime contracts and subcontracts.

#### **Monitoring**

- Landon and Rian Enterprises, Inc. Compliance Specialists will attend on-site project weekly meetings with the construction manager/prime contractors and conduct routine field inspections to ensure subcontractors are performing the work as approved on RSMP form DDP-1 - Schedule of M/W/D/SBE Participation.
- Landon and Rian Enterprises, Inc. will implement a monitoring and enforcement process to ensure that work committed to M/W/D/SBE's as approved on RSMP form DDP-2 at

the time of contract award is actually performed by the M/W/D/SBEs. L & R will monitor monthly subcontractor utilization progress reports (RSMP form DDP-3A – Monthly Utilization) submitted by the primes contractors and subcontractors on each 1A construction project. Please refer to *Section 5 – Project Forms* for sample RSMP DDP-3A form.

- Landon and Rian Enterprises, Inc. will monitor RSMP form DDP-3A to verify M/W/D/SBE subcontractors invoices and cancelled checks are attached for review. Review monthly M/W/D/SBE invoices and cancelled checks to verify consistency with previously approved work plans and ensure timely payments to the subcontractors.
- Review monthly M/W/D/SBE report (RSMP form DDP-3A) to monitor changes in contracts to ensure M/W/D/SBE firm are replaced with M/W/D/SBE firms to ensure no shortfalls of goals. If an M/W/D/SBE firm is added, a revised RSMP form DDP-1 and RSMP form DDP-2 will be requested and reviewed.
- Monitor and assist in dispute resolutions with prime contractors and M/W/D/SBE firms. The remedies and sanctions are as defined in the RSMP Diversity Plan.
- Monitor the Minority Accelerated Payment Plan (MAPP) if implemented by the RJSCB.
- Close out each project by verifying payments have been made to M/W/D/SBE firms as per subcontractor contract.

### **Tracking and Reporting**

- Maintain centralized records with data in the utilization and participation of business participation of M/W/D/SBE's as prime contractors and subcontractors in all phase 1A construction project contracting activities. L & R will collect and maintain the following RSMP forms on a monthly basis:
  - DDP-1 - Schedule of M/W/D/SBE Participation
  - DDP-2 - M/W/D/SBE Letter of Commitment to Perform
  - DDP-3A - Monthly Utilization
- L & R will use the data collected and reviewed monthly from the DDP-1,2,3A forms to create M/W/D/SBE progress reports for each of the phase 1A construction projects. The progress reports will be used for tracking and reporting the RSMP Diversity Plans goals. The following reports will be created and updated on a monthly basis and submitted to RSMP:
  - Monthly Subcontractor Progress Report - Business Participation (Subcontractor)
  - Master Status Report

### **M/W/D/SBE OUTREACH PLAN**

Landon and Rian Enterprises (L & R) will seek to identify capable and qualified M/W/D/SBE firms with the capacity to participate in the construction of the Rochester City Schools 1A & 1B construction phases. L & R will develop a platform (database) to register, profile, and communicate with M/W/D/SBE's, with a specific emphasis on the City of Rochester.

L & R has established relationships with many members of state, local government agencies, legislators and associations that support M/W/D/SBE's, such as: the National Association of Minority Contractors and the Association of General Contractors, etc. As part of our Outreach Plan, L & R will develop, facilitate, and participate in numerous community outreach events, business expos, and attend/sponsor events specifically targeting the M/W/D/SBE business community and minority/women workers.

At the direction of the Rochester Schools Modernization Program (RSMP), Landon and Rian Enterprises, Inc. will work with all participants including: contractors, elected officials and community groups, small and large businesses representatives/organizations and other stakeholders on RSMP's behalf to educate, inform and promote all of the phase 1A construction projects M/W/D/SBE contracting opportunities. The M/W/D/SBE Outreach Plan will be designed to increase the participation of M/W/D/SBE's in Rochester City School's 1A construction phase, from procurement through contracting, subcontracting and supplying goods and services. A major function of the plan is outreach to the M/W/D/SBE community to increase the pool of qualified subconsultants available to do business with contractors. The M/W/D/SBE outreach plan will consist of the following:

- Development of a systematic method (database) for identifying and maintaining an inventory of certified minority and women's business enterprises (M/W/D/SBE's), their capabilities, services, supplies and or products.
- Develop and implement a reporting system to continually track M/W/D/SBE outreach and participation. Periodically review procurement reports to track whether these groups are participating in contracting opportunities.
- Implement aggressive outreach techniques to identify local M/W/D/SBE businesses interested in participating in the Outreach Program. For example, visit local businesses to obtain firsthand knowledge of existing firms, talk with local M/W/D/SBE business leaders to obtain guidance on contacting firms presently working in the area, attend trade and other meetings, etc. Increase the number of qualified bidders that can provide the goods and services required by the consultants and contractors.

### **EQUAL EMPLOYMENT OPPORTUNITIES SERVICES**

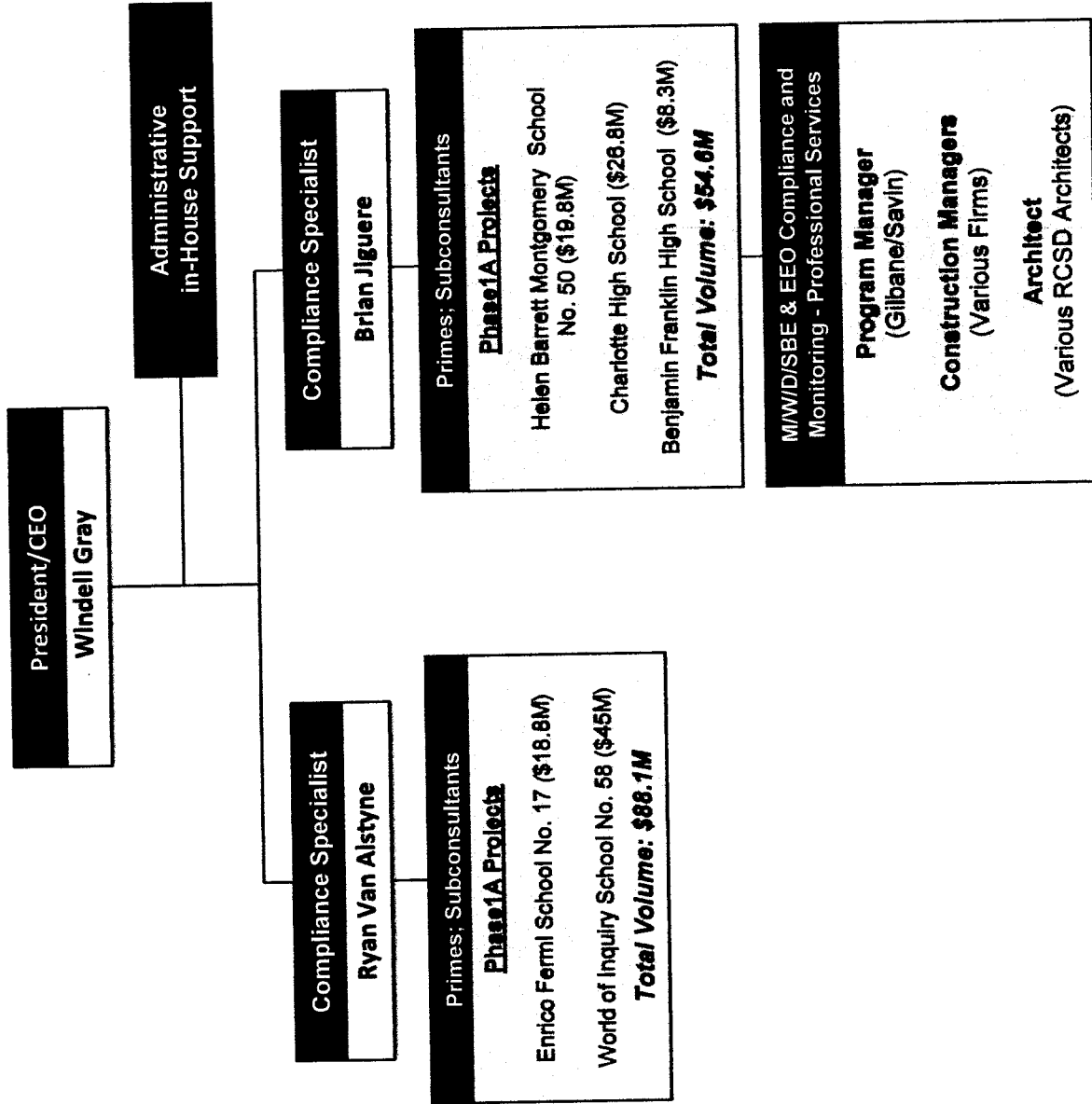
- Landon and Rian Enterprises, Inc. Compliance Specialists will attend weekly project meetings and conduct routine field inspections for updates on EEO status and ensure visible EEO participation.

- Landon and Rian Enterprises, Inc. will monitor RSMP form DDP-3, the monthly employment utilization report (EEO report) and certified payroll records to verify accurate EEO participation. Please refer to *Section 5 – Project Forms* for sample form.
- L & R will use the data collected and reviewed monthly from the DDP-3 form to create EEO progress report for each of the phase 1A construction projects and professional services. The EEO progress report will be used for tracking and reporting the RSMP Diversity Plans goals. The following reports will be created and updated on a monthly basis and submitted to RSMP:
  - Monthly Utilization EEO Report – Prime Contractors
  - Monthly Utilization EEO Report – Professional Services
- Maintain centralized records with data in the workforce participation of prime contractors and professional services in all phase 1A construction projects. L & R will collect and maintain the following RSMP EEO forms on a monthly basis:
  - DDP-3 - Monthly Employment Utilization Report
- Maintain data base of Bob Brown School of Construction and CCP students and refer students to the unions and contractors for direct hires. Conduct informational sessions on the procedures of job placement and opportunities.
- Network with area colleges and universities to identify CO-OP, internship and employment opportunities with RSMP professional firms for local students.
- L & R through various outreach methods will identify and track minority and women workers for unions and contractors to meet EEO goals.
- Notify local unions and contractors when EEO shortfalls exist and assist in resolving issues.

# SECTION - II

## Organizational Chart/Resumes

# Organizational Chart

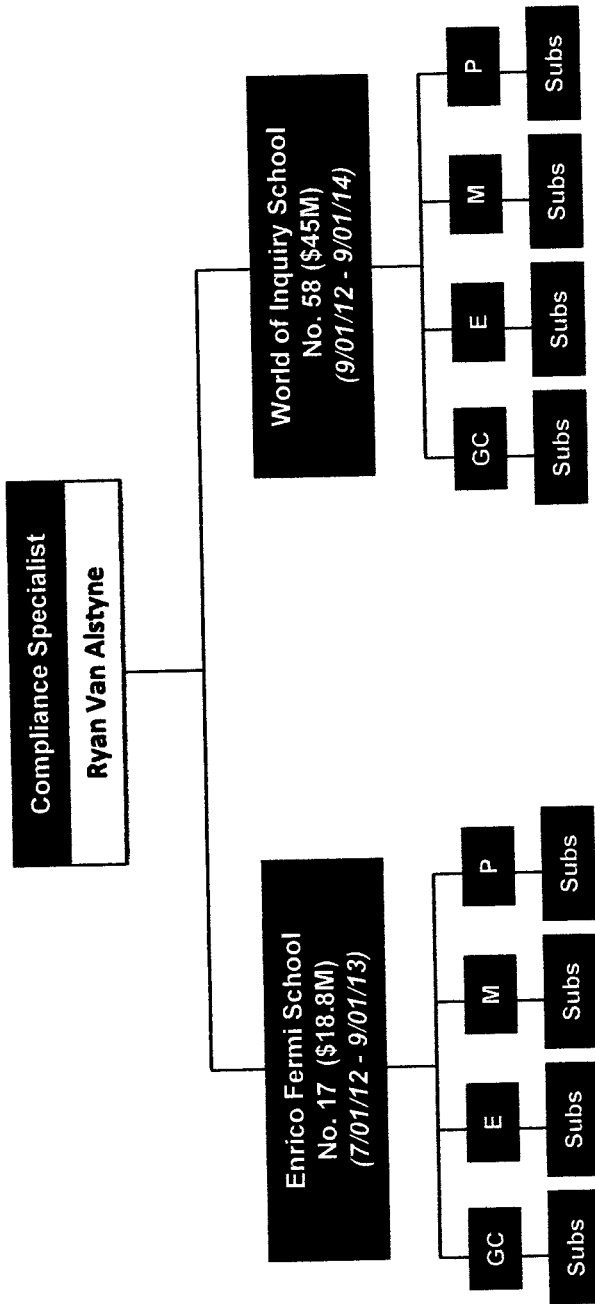


# LANDON&RIAN

QUALITY INTEGRITY DIVERSITY



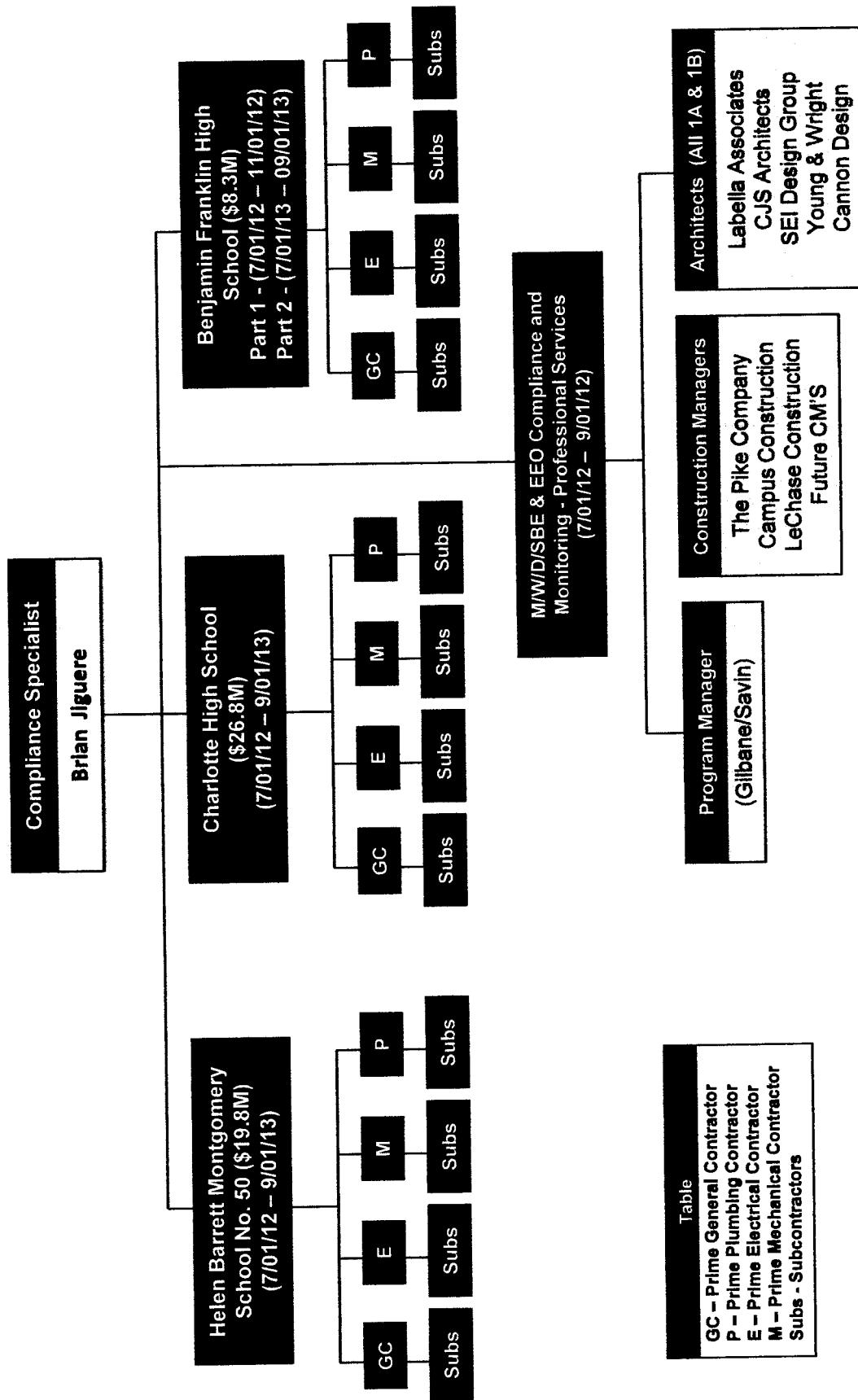
# Project Delivery Organizational Chart



**Table**

- GC – Prime General Contractor
- P – Prime Plumbing Contractor
- E – Prime Electrical Contractor
- M – Prime Mechanical Contractor
- Subs - Subcontractors

# Project Delivery Organizational Chart



Table

- GC - Prime General Contractor
- P - Prime Plumbing Contractor
- E - Prime Electrical Contractor
- M - Prime Mechanical Contractor
- Subs - Subcontractors

**Education**

Syracuse University  
BA, Economics, 1990

Southwestern Christian  
College  
AA, Bible, 1985

**Training**

OSHA 30 & 10 Hour  
Outreach Safety Trainer

OSHA Training Institute  
Education Center

**Years of Experience**

15 Years

**Windell Gray – Compliance Consultant****Professional Profile**

Mr. Windell Gray has more than 15 years of experience in M/WBE & EEO Compliance & Monitoring of construction projects in Upstate New York. Mr. Gray's experience includes coordinating and organizing team efforts to implement the workforce and business participation goals on numerous publically funded construction projects. Windell has directed M/WBE outreach for various clients, including the State University Construction Fund (SUCF).

**Rochester Schools Modernization Program****M/W/D/SBE Independent Compliance**

Landon & Rian Enterprises, Inc.

*Client:* Rochester City Schools

*Project Completion:* On-going

*Project Value:* \$325M (Phase 1)

**SUNY East Binghamton Campus Housing - Phase 1 & 2****M/WBE & EEO Compliance/Monitoring Consultant**

Landon & Rian Enterprises, Inc.

*Client:* LeChase Construction/Dormitory Authority, State of New York

*Project Completion:* On-Going

*Project Value:* \$126M

**NYS Environmental Facilities Corporation****M/WBE & EEO Compliance/Monitoring Consultant**

Landon & Rian Enterprises, Inc.

*Client:* CDM & CS Engineering

*Project Completion:* 2012

*Project Value:* \$200M

**City School District of Albany Facilities****M/WBE & EEO Consultant and Outreach Services**

Landon and Rian Enterprises, Inc. - CEO

*Client:* City of Albany

*Project Completion:* 2009

*Project Value:* \$204M

**Monroe County Public Safety Laboratory (Crime Lab)****M/WBE & EEO Consultant and Outreach Services**

Landon and Rian Enterprises, Inc. - CEO

*Client:* Monroe County

*Project Completion:* 2009

*Project Value:* \$30M

**SUNY Upstate Medical - Parking Garage  
M/WBE & EEO Consultant and Outreach Services**

Landon and Rian Enterprises, Inc. - CEO

*Client:* LeChase Construction/Dormitory Authority, State of New York

*Project Completion:* 2008

*Project Value:* \$31M

**Construction Management – Term Agreement  
M/WBE & Consultant and Outreach Services**

Landon & Rian Enterprises, Inc.

*Client:* Turner Construction/NYS Office of General Services

*Project Completion:* 2008

*Project Value:* \$6M

**Oxford Veteran Nursing Facility  
M/WBE & Consultant and Outreach Services**

Landon & Rian Enterprises, Inc.

*Client:* Turner Construction/Dormitory Authority, State of New York

*Project Completion:* 2008

*Project Value:* \$46.5M

**SUNY Binghamton - Campus Administrative Building  
M/WBE & Consultant and Outreach Services**

Landon & Rian Enterprises, Inc.

*Client:* LeChase Construction/Dormitory Authority State of New York

*Project Completion:* 2007

*Project Value:* \$20M

**SUNY Binghamton - Alpha Research Facility Building  
M/WBE & Consultant and Outreach Services**

Landon & Rian Enterprises, Inc.

*Client:* LeChase Construction/Dormitory Authority State of New York

*Project Completion:* 2006

*Project Value:* \$15M

**Education**

Monroe Community  
College/Criminal Justice-  
Liberal Arts, 1987  
Rochester, NY

**Training**

National Center for Housing  
Management, 1999  
Rochester, NY

Institute of Real Estate  
Management, 2003  
Rochester, NY

Community  
Advocacy/Organizing  
Institute, 2002  
Rochester, NY

Cornell University School  
of Industrial &  
Labor Relations, 2005  
Rochester, NY

**Years of Experience**

14 Years

**Ryan Van Alstyne – Compliance Consultant****Professional Profile**

Mr. Ryan Van Alstyne has more than 12 years of experience in directing and monitoring community based programs/projects in the Rochester, New York area. Mr. Alstyne will provide monitoring and compliance of the M/W/D/SBE & EEO participation on the Rochester School Modernization Program (RSMP) 1A construction projects. Ryan will work with Mr. Windell Gray, Project Executive, to assist with set up, organization and implement the Diversity Plan for Workforce and Business participation with the RSMP in accordance with Article 15-A and the contract document.

**Rochester School Modernization Program  
M/W/D/SBE Independent Compliance**

Landon & Rian Enterprises, Inc.

Client: Rochester Joint Schools Construction Board

Project Completion: On-going

Project Value: \$325M (Phase 1)

**Corporate Security XEROX Square****Operations Administrator/Shift Supervisor**

- Monitor Simplex Fire Alarms & Report logs
- Maintain Weekly Payroll Projections
- Trainer For Medical & Fire Evacuations
- Employee Discrepancy Reports & Corrective Action
- Maintain & Review Security Investigation Reports

**New Visions Community Services, Inc.****Director of Youth Services**

- Project Director summer youth employment
- Grant writer & researcher
- Administrator for Afterschool Tutors
- Administrator for CACFP

**Local Site Coordinator for Children's Defense Fund Freedom Schools****NEAD/CDF Freedom School**

- Licensed NYS Real Estate Sales Agent
- Assisted in Designing of the Freedom Center
- Supervised daily operations/225 scholars
- Trained/Supervised 65 staff
- Help secure funding for building
- Co-Founder NEAD CDF Freedom School

**Family Services Coordinator****Housing Opportunities, Inc.**

- Developed family services advisory board
- Increased resident involvement
- Instituted public safety site plans with Enterprise foundation
- Decreased open air drug market & crime by 50%
- Formed Community Watch/ PAC-TAC

**Youth Resource Specialist****Action for a Better Community**

- Successfully Tracked & Evaluated (100) WIA youth
- Implemented youth job training curriculum
- Successfully sponsored a (40) employer youth job fair

**Resident Liaison****HOME Properties @ F.I.G.H.T Village Apartments**

- Organized tenant associations
- Performed move-in & move out inspections
- Managed Preventive maintenance management system
- Increased payment of back & late rent
- Assigned & instituted daily/monthly workflow
- Organized residential security watch
- Performed monthly HUD Inspections
- Supervised renovations of development

**Education**

Bachelor of Science,  
SUNY at Fredonia -  
Business Admin.  
Marketing (1995)

Associate in Applied  
Science, Clinton  
Community College -  
Business Administration  
(1991)

**Years of Experience**

12 Years

**Brian Jiguere – Compliance Consultant****Professional Profile**

Mr. Jiguere has over 12 years of experience in the construction and engineering field in New York State. Recently, Brian has been responsible for maintaining on-site compliance monitoring of multiple construction projects (56) that were assisted with funding from the American Recovery and Reinvestment Act (ARRA) of 2009 throughout NYS. Mr. Jiguere is familiar with compliance monitoring, EEO compliance and community outreach programs.

**Compliance Consultant****NYS Police Troop G Building Project****New York State Office of General Services (NYSOGS)****Landon & Rian Enterprises (2011 - Ongoing)**

Providing M/WBE & EEO compliance and monitoring for a new \$33M 220,000 sq. ft. NYS Police Troop G Headquarters Campus. The campus includes the Troop G Headquarters Building, Traffic Management Center (TMC), Garage & Automotive Facility, Quartermaster Storage Facility, and Statewide Wireless Network Storage Office. The new facility will be LEED Silver.

**Compliance Consultant****NYS Food Laboratory and Weights & Measures Laboratory****New York State Office of General Services (NYSOGS)****Landon & Rian Enterprises (2011 - Ongoing)**

Providing M/WBE & EEO compliance and monitoring for a new \$31M Food Laboratory and Weights & Measures Laboratory facility. The facility is (3) stories plus a penthouse with approximately 70,000 square feet. The facility includes testing instrumentation and chemical containment systems to further advance the state's existing food safety and agricultural product testing programs.

**Compliance Consultant****ARRA Compliance Assistance and Monitoring Services - Statewide****NYS Environmental Facilities Corporation (NYSEFC)****SCI Engineering, P.C. (2009 - 2011)**

Oversaw W/M/DBE compliance and monitoring on 56 American Recovery and Reinvestment Act of 2009 (ARRA) funded projects throughout New York State. Responsible for advising NYSEFC's municipality client's on improving outreach and recruitment activities to M/W/DBE firms; advised on providing information on forthcoming opportunities to M/W/DBE firms; Assisted in implementing a M/W/DBE/Civil Rights compliance system; Performed on site review of

M/W/DBE/ Civil Rights program documentation and summarized the findings and recommendations of the site visits to NYSEFC.

**Compliance Consultant**

**New York State Office of General Services (NYSOGS) - M/W/LBE**

**Outreach Schermerhorn State Office Building Renovations**

**SCI Engineering, P.C. (2011)**

Provided M/W/LBE Community Outreach services for Schermerhorn State Office Building Renovations project. Responsibilities included the preparation -- meetings with OGS, Hill International, Etc; Planning of the Event; Pre-bid notice and distribution; Production -- Powerpoints, Attendance List, Update Contractor Entries, Outreach; Set Up for the Event; Registration -- Update Attendance List; Coordination of Event and Post Event Outreach.

**MWBE Compliance Officer**

**Turner Construction Company (2004 – 2007)**

Monitored and enforced Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) participation and project goals, workforce composition goals, and prevailing wage requirements on Turner Construction projects in Upstate NY. Coordinated and monitored all project and M/WBE financial data collection.

**MWBE Outreach Coordinator**

**Turner Construction Company (2000 – 2007)**

Oversaw the Turner School of Construction Management (TSCM) outreach program in both the Albany and Syracuse offices. The program typically ran 8 weeks long and was run in conjunction with a local public or private entity. The program provided M/WBE contractors with the tools necessary to pursue work in the private and public sectors. Participants learned the essentials of a construction management business, including managing a business, bidding, cost estimating, scheduling, fiscal management, safe building practices and bonding in order to become better equipped to compete for progressively larger contracts.



# SECTION - III

## Project Schedules

**Rochester City Schools Modernization Program  
Phase 1B Schools - Design Schedule**

| School                                 | 2012 |      |       |      |      |      |      |      |      |      |     |      | 2013 |      |      |      |      |      |     |      |      |      |  |  |
|--|------|------|-------|------|------|------|------|------|------|------|-----|------|------|------|------|------|------|------|-----|------|------|------|--|--|
|  | July | Aug. | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. |  |  |
| Henry Hudson School #28 - \$24.3M      |      |      |       |      |      |      |      |      |      |      |     |      |      |      |      |      |      |      |     |      |      |      |  |  |
| John Williams School No. 5 - \$21.5M   |      |      |       |      |      |      |      |      |      |      |     |      |      |      |      |      |      |      |     |      |      |      |  |  |
| James PB Duffy School No. 12 - \$19.9M |      |      |       |      |      |      |      |      |      |      |     |      |      |      |      |      |      |      |     |      |      |      |  |  |
| Thomas Jefferson High School - \$28.2M |      |      |       |      |      |      |      |      |      |      |     |      |      |      |      |      |      |      |     |      |      |      |  |  |
| James Monroe High School - \$33.9M     |      |      |       |      |      |      |      |      |      |      |     |      |      |      |      |      |      |      |     |      |      |      |  |  |
| East High School - \$33.6M             |      |      |       |      |      |      |      |      |      |      |     |      |      |      |      |      |      |      |     |      |      |      |  |  |
| Edison Educational Campus - \$36M      |      |      |       |      |      |      |      |      |      |      |     |      |      |      |      |      |      |      |     |      |      |      |  |  |

**Table**  
 Design Schedule

**Rochester City Schools Modernization Program  
Phase 1A Schools - 14 Month Construction Schedule**

| School                                     | 2012                         |       |     |      |      |      |       |      |      |      |     |      | 2013 |      |     |      |      |      |  |
|--|------------------------------|-------|-----|------|------|------|-------|------|------|------|-----|------|------|------|-----|------|------|------|--|
|  | Preconstruction/Construction | April | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec. | Jan | Feb. | Mar. | Apr. | May | June | July | Aug. |  |
| Enrico Fermi School #17 - \$18.8M          |                              |       |     |      |      |      |       |      |      |      |     |      |      |      |     |      |      |      |  |
| Helen Barrett Mont. School #50 - \$19.8M * |                              |       |     |      |      |      |       |      |      |      |     |      |      |      |     |      |      |      |  |
| World of Inquiry School #58 - \$45M        |                              |       |     |      |      |      |       |      |      |      |     |      |      |      |     |      |      |      |  |
| Charlotte High School - \$26.8M            |                              |       |     |      |      |      |       |      |      |      |     |      |      |      |     |      |      |      |  |
| Franklin Education Campus - \$8.3M         |                              |       |     |      |      |      |       |      |      |      |     |      |      |      |     |      |      |      |  |

\* Note: World of Inquiry School #58 continues until 9/1/14

**Table**

- Pre-Bid/Outreach
- Scheduled Construction
- No Construction

# SECTION - IV

## Cost Proposal

| Rochester City Schools<br>MWBE Management Staffing &<br>Services | Year 1<br>(July. 1 - Dec. 31, 2012)<br>(6 Months) |       |               | Year 2<br>(Jan. 1 - Aug.31, 2013)<br>(8 Months) |       |               | Totals         |                   |                   |
|--|---|-------|---------------|---|-------|---------------|----------------|-------------------|-------------------|
|  | Rate  | Hours | Payments      | Rate  | Hours | Payments      | TOTAL<br>HOURS | TOTAL<br>PAYMENTS | TOTAL<br>PAYMENTS |
| PRESIDENT/CEO  | \$ 100.00   | 648   | \$ 64,800.00  | \$ 103.00                                       | 864   | \$ 88,992.00  | 1,512          | \$ 153,792.00     |                   |
| COMPLIANCE SPECIALIST  | \$ 80.00  | 1040  | \$ 83,200.00  | \$ 83.00  | 1384  | \$ 114,872.00 | 2,424          | \$ 198,072.00     |                   |
| COMPLIANCE SPECIALIST  | \$ 80.00  | 1040  | \$ 83,200.00  | \$ 83.00  | 1384  | \$ 114,872.00 | 2,424          | \$ 198,072.00     |                   |
| <b>TOTALS</b>  |   | 2728  | \$ 231,200.00 |   | 3632  | \$ 318,736.00 | 6,360          | \$ 549,936.00     |                   |

**Assumptions**

- 1.) Hours are based on 2080 hrs. per year/Average 173 hrs. per month
- 2.) President Rate - \$100 per/hr. flat rate with 3% increase yearly
- 3.) Compliance Specialist Rate - \$80 per/hr. flat rate with 3% increase yearly
- 3.) President/CEO will be part-time (26 hrs. per week)
- 4.) Compliance Specialists will be full-time (40 hrs. week)
- 5.) 14 Month Construction Schedule - Phase 1A

Date: May 22, 2012



# SECTION - V

## Sample Forms

**EBE UTILIZATION PLAN (DDP-1)**

**ROCHESTER SCHOOLS MODERNIZATION PROGRAM**

1. Project : \_\_\_\_\_

2. Bidding on Contract No./Contract Description \_\_\_\_\_

3. Bidding Contractor Name / Address / Phone No. / Fax No./FEIN \_\_\_\_\_

4. Submittal Date (MM / DD / YY) \_\_\_\_\_

5.  Original Form  
 Revised Form

**Project Goals: MBE - 15% WBE - 5% DBE - 2% SBE - 5%**

| 6. Name/Address/Phone No. of Proposed MWBE, DBE or SBE | 7. Certified as EBE | 8. Performance Category | 9. Scope of Services to be provided | 10. Proposed Dollar Amount |
|--|---------------------|-------------------------|-------------------------------------|----------------------------|
|  |                     |                         |                                     |                            |
|  |                     |                         |                                     |                            |
|  |                     |                         |                                     |                            |
|  |                     |                         |                                     |                            |
|  |                     |                         |                                     |                            |
|  |                     |                         |                                     |                            |
|  |                     |                         |                                     |                            |

Certification Statement - the below signed, being an authorized representative of the bidding company, hereby certifies that the above information is accurate and has been discussed with the proposed MWBE, SBE or DBE prior to the submission of the accompanying bid proposal.

11. Bidding Company Official's Printed Name and Title \_\_\_\_\_

12. Bidding Company Official's Signature \_\_\_\_\_

13. Date Signed \_\_\_\_ / \_\_\_\_ / \_\_\_\_

14. Page \_\_\_\_ of \_\_\_\_

**MBE /WBE/DBE/SBE LETTER OF COMMITMENT TO PERFORM / DDP/RSMP-2 FORM**

*Upon the request of the Program Provider, the bidding contractor is to submit this form for each proposed MBE/WBE/DBE/SBE within three calendar days of the Notice of Award.*

Project : \_\_\_\_\_

Bidding on Contract : \_\_\_\_\_  
*(Project Contract Number, Name)*

Based on pre-bid negotiations, the below indicated bidding contractor and proposed MBE/WBE/DBE/SBE intend to enter into a formal agreement for services indicated below, relative to the above referenced project contract. This pending agreement is contingent upon prior contract execution between the bidding contractor and the Program Provider.

Under this pending agreement, the proposed MBE/WBE/DBE/SBE shall provide the following labor, materials, equipment, supplies, or services: *(identify the full intended scope of the MBE/WBE/DBE/SBE in sufficient detail)*

\_\_\_\_\_ at the approximate price of \$ \_\_\_\_\_

The proposed MBE/WBE/DBE/SBE under this pending agreement is being declared as: ( ) MBE or ( ) WBE ( ) DBE ( ) SBE *(check either, not both)*

Under this pending agreement, the MBE/WBE/DBE/SBE is being declared under the following performance category: *(check one only)*

- |   |   |
|---|---|
| <input type="checkbox"/> Subcontractor (labor only) | <input type="checkbox"/> Subcontractor (labor & material) |
| <input type="checkbox"/> Bona Fide – Supplier *     | <input type="checkbox"/> Broker – Supplier                |
| <input type="checkbox"/> Service Provider           | <input type="checkbox"/> _____                            |

**\* If declared as a Bona Fide – Supplier, bidding contractor is to ensure that proper substantiating information is attached to the submission of this form. This would include but not necessarily be limited to a letter from the product manufacturer indicating that the proposed MBE/WBE/DBE/SBE is a recognized distributor, vendor, representative, etc. of the applicable products. Failure to include said substantiation to the satisfaction of the Program Provider is grounds for rejection of the proposed MBE/WBE/DBE/SBE. The Program Provider reserves the right to further scrutinize said recognition within the limits of the contract specifications.**

This MBE/WBE/DBE/SBE is currently certified as either a bona-fide MBE/WBE/DBE/SBE in the above indicated performance category by one or more of the recognized certifying authorities as specified in section 00900 of the project specifications. **As evidence of this fact attached is a certification letter from said authority confirming the current MBE/WBE/DBE/SBE status and the applicable performance category. Failure to include said certification letter(s) to the satisfaction of the Program Provider is grounds for rejection of the proposed MBE/WBE/DBE/SBE.**

Should any revisions to this pending agreement be necessary after the submission of this form, the bidding contractor shall be responsible to immediately resubmit the necessary revised forms to the attention of the Program Provider for consideration.

\_\_\_\_\_  
Bidding Contractor Company Name

\_\_\_\_\_  
Proposed MBE/WBE/DBE/SBE Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Company Officer Name & Title (Print)

\_\_\_\_\_  
Company Officer Name & Title (Print)

\_\_\_\_\_  
Company Officer Signature

\_\_\_\_\_  
Company Officer Signature

/ /  
Date

/ /  
Date

Date

**For Program Provider Use Only**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Compliance Monitor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program Provider



**MONTHLY EMPLOYMENT UTILIZATION REPORT - DDP-3/RSMP** **ROCHESTER SCHOOLS MODERNIZATION PROGRAM**

1. Project : \_\_\_\_\_  
 2. Reporting Period (MM / YYYY) \_\_\_\_\_ / \_\_\_\_\_  
 3. Reporting Contractor Name / Address / Phone No. / Fax No. \_\_\_\_\_  
 4a. Reporting Contractor is a ( ) 1st Tier - or - ( X ) Lower Tier Contractor  
 4b. Only if a lower tier contractor, indicate to whom you are a subcontractor: \_\_\_\_\_

Project Goals : **Minority - 20%** **Female - 6.9 %**

| 5. POSITION | 6a. Total All Hours by Service |   | 6b. Black not of Hispanic Origin (Hours) |   | 6c. Hispanic (Hours) |   | 6d. Asian or Pacific Islander (Hours) |   | 6e. American Indian or Alaskan Native (Hours) |   | 7. Minority % of Total Hours | 8. Female % of Total Hours | 9. Total Number of Employees |   | 10. Total Number of Minority Employees |   |   |
|-------------|--------------------------------|---|--|---|----------------------|---|---------------------------------------|---|---|---|------------------------------|----------------------------|------------------------------|---|--|---|---|
|             | M                              | F | M  | F | M                    | F | M                                     | F | M   | F |                              |                            | M                            | F | M                                      | F | M |
|             |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |
|             |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |
|             |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |
|             |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |
|             |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |
|             |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |
|             |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |
|             |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |
|             |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |
| Grand Total |                                |   |  |   |                      |   |                                       |   |   |   |                              |                            |                              |   |  |   |   |

Certification Statement - the below signed, being an authorized representative of the reporting company, hereby certifies that the above information represents all the hours worked by the reporting company's employees on the above noted project site during the above noted month.

11. Reporting Company Official's Printed Name and Title \_\_\_\_\_  
 12. Reporting Company Official's Signature \_\_\_\_\_  
 13. Date Signed \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 14. Page \_\_\_\_ of \_\_\_\_

DDP-3A  
**MBE/WBE/DBE/SBE MONTHLY UTILIZATION REPORT**  
 Rochester Schools Modernization Program

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Month / Year

Project Name: \_\_\_\_\_ Original Contract: \_\_\_\_\_  
 Contract No.: \_\_\_\_\_ Current Contract: \_\_\_\_\_  
 Contractor Name: \_\_\_\_\_ MBE % of Current Contract: \_\_\_\_\_  
 Address: \_\_\_\_\_ WBE % of Current Contract: \_\_\_\_\_  
 Phone No.: \_\_\_\_\_ DBE % of Current Contract: \_\_\_\_\_  
 Fax No.: \_\_\_\_\_ SBE % of Current Contract: \_\_\_\_\_  
 Change Orders to Date: \_\_\_\_\_

| Subcontractor Name | MWBE<br>DBE/<br>SBE | Original<br>Subcontract | Change<br>Orders to<br>Date | Total Current<br>Subcontract<br>to<br>MWBE/DBE/<br>SBE | Amount Paid<br>to Date to<br>MWBE/DBE/<br>SBE | Total Amnt of<br>Invoices<br>Submitted<br>to Date | Cancelled<br>Checks<br>Submitted<br>to Date |
|--------------------|---------------------|-------------------------|-----------------------------|--|---|---|---|
|                    |                     |                         |                             |  |   |   |   |
|                    |                     |                         |                             |  |   |   |   |
|                    |                     |                         |                             |  |   |   |   |
|                    |                     |                         |                             |  |   |   |   |
|                    |                     |                         |                             |  |   |   |   |
|                    |                     |                         |                             |  |   |   |   |
|                    |                     |                         |                             |  |   |   |   |
|                    |                     |                         |                             |  |   |   |   |

1. DDP-3A is to be submitted monthly.
2. List all M/WBE/DBE/SBE subcontractors, even after their work is substantially complete.
3. When adding a subcontractor, attach a revised DDP-1 and DDP-2 to this form.
4. Attach invoices and cancelled checks to this form.

\_\_\_\_\_  
**Contractor Representative Signature**

**Syracuse City School Project (Dr. Weeks)**  
**MINORITY BUSINESS ENTERPRISES AND WOMEN BUSINESS ENTERPRISES**

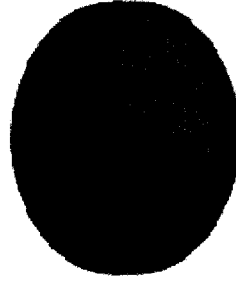
| WORK DESCRIPTION | AWARD DATE | CONTRACT AMOUNT | SUBCONTRACTOR                           |                               |              |               | UTILIZATION PLAN |             | PAYMENT DOCUMENTATION |     |     |  |              |
|------------------|------------|-----------------|---|-------------------------------|--------------|---------------|------------------|-------------|-----------------------|-----|-----|--|--------------|
|                  |            |                 | Approved / Actual Goal Percentage       |                               | Cert. Status | Dollar Amount | Dollar Amount    | MBE         | WBE                   |     |     |  |              |
|                  |            |                 | MBE                                     | WBE                           |              |               |                  |             |                       | MBE | WBE |  |              |
|                  |            | \$10,655,000.00 | FAHS Construction                       | Approved Utilization = 9.23%  | 8.65%        |               |                  |             |                       |     |     |  |              |
|                  |            |                 |   | Actual Participation = 0.00%  | 0.09%        |               |                  |             |                       |     |     |  |              |
|                  |            |                 | Longhouse Construction Group LLC        |                               |              | \$23,400.00   |                  | inactive    |                       |     |     |  |              |
|                  |            |                 | JHP Industrial Supply                   |                               |              | \$294,970.00  |                  | inactive    |                       |     |     |  |              |
|                  |            |                 | Right Price Companies                   |                               |              | \$585,000.00  |                  | inactive    |                       |     |     |  |              |
|                  |            |                 | Henry McConnell Concrete Floors         |                               |              | \$80,000.00   |                  | inactive    |                       |     |     |  |              |
|                  |            |                 | Kinlow Associates                       |                               |              |               | \$45,000.00      | inactive    |                       |     |     |  |              |
|                  |            |                 | LA Painting                             |                               |              |               | \$250,000.00     | inactive    |                       |     |     |  |              |
|                  |            |                 | Ricceilli Trucking, Inc. (3 contracts)  |                               |              |               | \$110,200.00     | inactive    |                       |     |     |  | \$9,778.00   |
|                  |            |                 | Ms. Unlimited                           |                               |              |               | \$115,000.00     | inactive    |                       |     |     |  |              |
|                  |            |                 | Syrstone, Inc.                          |                               |              |               | \$28,800.00      | inactive    |                       |     |     |  |              |
|                  |            |                 | Commercial Roofing & Sheet Metal        |                               |              |               | \$60,000.00      | inactive    |                       |     |     |  |              |
|                  |            |                 | Watson Farms, LLC                       |                               |              |               | \$13,500.00      | inactive    |                       |     |     |  |              |
|                  |            |                 | JC Smith Inc                            |                               |              |               | \$4,000.00       | inactive    |                       |     |     |  | \$3,873.27   |
|                  |            |                 | JHP Industrial Supply                   |                               |              |               | \$294,970.00     | inactive    |                       |     |     |  |              |
|                  |            | \$1,469,000.00  | Thurston Dudek, LLC                     | Approved Utilization = 9.27%  | 6.00%        |               |                  |             |                       |     |     |  |              |
|                  |            |                 |   | Actual Participation = 3.84%  | 6.84%        |               |                  |             |                       |     |     |  |              |
|                  |            |                 | The Coker Corporation                   |                               |              | \$40,000.00   |                  | \$33,538.00 |                       |     |     |  |              |
|                  |            |                 | JHP Industrial Supply Co., Inc.         |                               |              | \$96,176.00   |                  | \$18,913.25 |                       |     |     |  |              |
|                  |            |                 | Belkows Construction Specialties        |                               |              |               | \$37,000.00      |             |                       |     |     |  | \$35,150.00  |
|                  |            |                 | Central City Supply, Inc.               |                               |              |               | \$51,140.00      |             |                       |     |     |  |              |
|                  |            | \$1,909,188.00  | Knapp Electric                          | Approved Utilization = 10.89% | 7.86%        |               |                  |             |                       |     |     |  |              |
|                  |            |                 |   | Actual Participation = 0.00%  | 1.07%        |               |                  |             |                       |     |     |  | ?            |
|                  |            |                 | Summit Electric                         |                               |              | \$207,987.00  |                  | inactive    |                       |     |     |  |              |
|                  |            |                 | City Electric (Rev to \$400K as Sharon) |                               |              |               | \$150,000.00     |             |                       |     |     |  | \$20,503.89  |
|                  |            | \$3,375,200.00  | J & A Mechanical Contractors            | Approved Utilization = 9.16%  | 5.93%        |               |                  |             |                       |     |     |  |              |
|                  |            |                 |   | Actual Participation = 0.00%  | 4.17%        |               |                  |             |                       |     |     |  |              |
|                  |            |                 | Central City Supply, Inc.               |                               |              | \$309,000.00  |                  | inactive    |                       |     |     |  | \$140,608.42 |
|                  |            |                 | JHP Industrial Supply Co., Inc.         |                               |              |               |                  |             |                       |     |     |  |              |
|                  |            | \$1,535,100.00  | Hizen New York                          | Approved Utilization = 39.79% | 4.04%        |               |                  |             |                       |     |     |  |              |
|                  |            |                 |   | Actual Participation = 0.00%  | 0.00%        |               | \$560,000.00     |             |                       |     |     |  |              |
|                  |            |                 | Tony Baird Electronics, Inc.            |                               |              |               |                  | No Data     |                       |     |     |  |              |



**Syracuse Master EEO**

| School                | Month  | Total Minority | African American | Women       | Hispanic   | Other       | Total Hours   | % EEO     |
|-----------------------|--------|----------------|------------------|-------------|------------|-------------|---------------|-----------|
| Dr. Weeks             | Feb-12 | 2970           | 2098             | 1047        | 204        | 371         | 24,365        | 12%       |
| ITC                   | Feb-12 | 2060           | 2028             | 2612        | 0          | 38          | 35,999        | 6%        |
| H.W. Smith            | Feb-12 | 262            | 17               | 191         | 233        | 233         | 1,441         | 18%       |
| Fowler                | Feb-12 | 3430           | 1539             | 3309        | 438        | 1448        | 40,085        | 9%        |
| Professional Services | Feb-12 | 0              | 0                | 198         | 0          | 2           | 8,445         | 0%        |
| <b>Total</b>          |        | <b>8722</b>    | <b>5682</b>      | <b>7357</b> | <b>875</b> | <b>2091</b> | <b>110334</b> | <b>8%</b> |

- Dr. Weeks
- ITC
- H.W. Smith
- Fowler
- Professional Services



| Subs  | Comment   | Start Date | End Date  | Hours  | Totals Hours | Minority Hours | %       | African Amer Hrs | % AA   | Female Hours |  |
|---|---|------------|-----------|--------|--------------|----------------|---------|------------------|--------|--------------|--|
| <b>DB Not Change Prime Contractor</b>       | <b>MONTHLY UTILIZATION EEO REPORT ACCUMULATIVE:</b> |            |           |        |              |                |         |                  |        |              |  |
| <b>Prime Contractor</b>                     |   |            |           |        | 10982        |                |         |                  |        |              |  |
| <b>Falls</b>                                |   |            |           |        | 6006         |                |         |                  |        |              |  |
| <b>Dr. Weeks</b>                            |   |            |           |        |              |                |         |                  |        |              |  |
|   |   | 1-Dec-11   | 31-Dec-11 | 1890.5 |              |                | 15.48%  | 1354             | 12.33% | 422          |  |
|   |   | 1-Jan-12   | 31-Jan-12 | 1148   |              |                | 16.97%  | 831              | 13.84% | 110          |  |
|   |   | 1-Feb-12   | 29-Feb-12 | 1151.5 |              |                |         | 278              |        | 110          |  |
|   |   | 1-Mar-12   | 31-Mar-12 | 1816   |              |                |         | 154              |        |              |  |
|   |   | 1-Apr-12   | 30-Apr-12 |        |              |                |         | 199              |        |              |  |
|   |   |            |           |        |              |                |         | 200              |        |              |  |
|   |   |            |           |        |              |                |         |                  |        |              |  |
| <b>Longhouse Const.</b>                     |   |            |           |        | 59           |                | 166.10% | 0                | 0.00%  | 0            |  |
| <b>Sub</b>                                  |   | 1-Dec-11   | 31-Dec-11 | 54     |              |                |         | 0                |        | 0            |  |
|   | inactive  | 1-Jan-12   | 31-Jan-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Feb-12   | 29-Feb-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Mar-12   | 31-Mar-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Apr-12   | 30-Apr-12 | 5      |              |                |         |                  |        |              |  |
| <b>Henry McConnel</b>                       |   |            |           |        | 40           |                | 60.00%  | 0                | 0.00%  | 0            |  |
| <b>Sub</b>                                  |   | 1-Dec-11   | 31-Dec-11 |        |              |                |         | 0                |        | 0            |  |
|   | inactive  | 1-Jan-12   | 31-Jan-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Feb-12   | 29-Feb-12 | 40     |              |                |         |                  |        |              |  |
|   | inactive  | 1-Mar-12   | 31-Mar-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Apr-12   | 30-Apr-12 |        |              |                |         |                  |        |              |  |
| <b>Kinlow Associates</b>                    |   |            |           |        | 0            |                |         | 0                |        | 0            |  |
| <b>Sub</b>                                  |   | 1-Dec-11   | 31-Dec-11 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Jan-12   | 31-Jan-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Feb-12   | 29-Feb-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Mar-12   | 31-Mar-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Apr-12   | 30-Apr-12 |        |              |                |         |                  |        |              |  |
| <b>LA Painting</b>                          |   |            |           |        | 1            |                | 0.00%   | 0                | 0.00%  | 0            |  |
| <b>Sub</b>                                  |   | 1-Dec-11   | 31-Dec-11 | 0      |              |                |         |                  |        |              |  |
|   | inactive  | 1-Jan-12   | 31-Jan-12 | 0      |              |                |         |                  |        |              |  |
|   | inactive  | 1-Feb-12   | 29-Feb-12 | 0.5    |              |                |         |                  |        |              |  |
|   | inactive  | 1-Mar-12   | 31-Mar-12 | 0.5    |              |                |         |                  |        |              |  |
|   | inactive  | 1-Apr-12   | 30-Apr-12 |        |              |                |         |                  |        |              |  |
| <b>E-Z Paving/Sealcoat</b>                  |   |            |           |        | 186          |                | 0.00%   | 0                | 0.00%  | 80           |  |
| <b>Sub</b>                                  |   | 1-Dec-11   | 31-Dec-11 | 38     |              |                |         |                  |        | 20           |  |
|   | inactive  | 1-Jan-12   | 31-Jan-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Feb-12   | 29-Feb-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Mar-12   | 31-Mar-12 | 148    |              |                |         |                  |        | 60           |  |
|   | inactive  | 1-Apr-12   | 30-Apr-12 |        |              |                |         |                  |        |              |  |
| <b>Syrstone Inc</b>                         |   |            |           |        | 0            |                |         | 0                |        | 0            |  |
| <b>Sub</b>                                  |   | 1-Dec-11   | 31-Dec-11 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Jan-12   | 31-Jan-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Feb-12   | 29-Feb-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Mar-12   | 31-Mar-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Apr-12   | 30-Apr-12 |        |              |                |         |                  |        |              |  |
| <b>Commercial Roofing &amp; Sheet Metal</b> |   |            |           |        | 0            |                |         | 0                |        | 0            |  |
| <b>Sub</b>                                  |   | 1-Dec-11   | 31-Dec-11 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Jan-12   | 31-Jan-12 |        |              |                |         |                  |        |              |  |
|   | inactive  | 1-Feb-12   | 29-Feb-12 |        |              |                |         |                  |        |              |  |

