

Rochester Joint Schools Construction Board
Monthly Meeting Minutes
APRIL 12, 2025
4:00 PM

Present - Called to Order by the Board Chair at 4:00 pm

The Meeting was attended by Board Chair Thomas Richards, Vice Chair Jacob Scott, Ronald Gaither, Kabutey Ocansey, Shawn Farr, Board of Education President Camille Simmons (4:36), Interim Superintendent Demario Strickland, General Counsel Greg McDonald, State Monitor Jamie Alicea, State Finance Monitor Mark Potter, RCSD Chief Financial Officer Derrek Blair. Treasurer Kim Jones and Member Jesse Dudley were absent.

Approval of Minutes

Monthly Meeting held on March 10, 2025

Motion by Board Member: Ronald Gaither

Second by Board Member: Kabutey Ocansey

Approved 5-0

Action Item

Resolution 2024-25:44

Pay Requisition Summary Acceptance (April 2025)

Moved by: Jacob Scott

Second By: Ronald Gaither

Adopted 5-0

Resolution 2024-25:45

Amendment to LaBella Contract for Kitchen Consultant

Moved by: Ronald Gaither

Second By: Jacob Scott

Adopted 5-0

Resolution 2024-25:46

Approval of Schematic Design for Padilla at Franklin

Moved by: Ronald Gaither

Second By: Jacob Scott

Adopted 5-0

Resolution 2024-25:47

Approval of Phase 3 Insurance Roadmap

Moved by: Ronald Gaither

Second By: Kabutey Ocansey

Adopted 5-0

Resolution 2024-25:48

Approval of Activation of Additional Services with Savin Engineers

Moved by: Ronald Gaither

Second By: Kabutey Ocansey

Adopted 5-0

Resolution 2024-25:49

Approval of 25% Submission for School 9

Moved by: Jacob Scott

Second By: Ronald Gaither

Adopted 5-0

Resolution 2024-25:50

Amendment to CJS Contract for Edison Athletic Fields

Moved by: Kabutey Ocansey

Second By: Jacob Scott

Adopted 5-0

Resolution 2024-25:51

Amendment to BCC Contract for Edison Athletic Fields

Moved by: Ronald Gaither

Second By: Jacob Scott

Adopted 5-0

Resolution 2024-25:52

Presentation of Short Term Financing with BAN from City

Moved by: Ronald Gaither

Second By: Kabutey Ocansey

Adopted 5-0

FUND BALANCE REPORT:

Chairman Richards asked consultant Kimberly Mitchell to provide the updated fund balance report. The FY 2024-25 Budget Report detailed the RJSCB's budget tracking for the fiscal year, indicating that the organization is currently under budget for all vendors. Per the Fund Balance Report, the last disbursement to the RSMP account was on March 27th for \$3 million, resulting in an account balance of \$3,288,167.02. After subtracting the current month's pay requisition of \$862,427.14, the remaining balance is \$2,425,739.88. The current program spend to date is \$9,039,065. RJSCB Held Funds from the Attorney General settlement remain at \$330,648, and RJSCB Only Expenses for insurance and audit are static at \$17,986. RSMP Administrative Expenses are \$5,119,352 (13% of the \$35,657,842 budget). RSMP Construction Costs are \$3,092,267 (1% of \$439,342,158 budget). Those are all soft costs, as there are no hard costs at this time.

MEETING NOTES:

- Program Director Pépin Accilien presented an amendment to the LaBella contract at Padilla High School at the Franklin Campus to secure the services of Roth Consulting Group for kitchen equipment subconsulting. Engaging a subconsultant was determined to be more efficient than issuing a Request for Proposal (RFP) for food service consultancy, given the limited scope of work. The subconsultant will develop food service and kitchen equipment standards for applicable Phase 3 projects, including coordinating with design teams at four of the six projects, and will also develop pre-inspection and post-inspection checklists to meet Monroe County Department of Health approval requirements. Chairman Richards noted that this approach is projected to result in cost savings, as it allows for the use of existing District standards rather than requiring the development of new standards.
- RSMP Operations Manager Terry LoConte and Troy Williams of LaBella presented the Schematic Design for Padilla High School at Franklin. Mr. Williams detailed the scope of work for the approximately 1 million-square-foot building, including roof reconstruction, infrastructure upgrades, interior improvements, facade work, safety and security enhancements, and kitchen/cafeteria reconstruction

along with minimal site work. The design team is also reviewing the test fit at Marshall High School, where Padilla students will be relocated to during construction. RCSD Facilities Department will manage the design and construction of that swing space. Mr. LoConte explained that the initial cost estimate is showing \$15M over budget so they are in the process of identifying base scope that can be moved to alternates to ensure that the State Education Department's (SED) proposal meets the financial requirements of 95% aidability. The next submission is the 25% Construction Documents scheduled for June 30, 2025.

- Program Director Pepin Accilien introduced the revised Insurance Roadmap for Phase 3. Greg McDonald described the adjustments to the roadmap, which included lowering requirements for services like janitorial work, reducing medical expense coverage to conform to industry standards and modifying per-project requirements to prevent shared limits across multiple projects. These changes are intended to reduce the number of waiver requests and expedite the procedure while maintaining adequate coverage to safeguard the board. The Program Management team worked with Lawley, the insurance consultant, and Bond, Schoeneck and King, the Board's General Counsel to ensure the modifications were not in conflict with program requirements.
- Program Director Pepin Accilien requested the RJSCB to authorize the additional services outlined in their approved contract. These services include Move Management Coordination, Interdisciplinary Document Coordination (IDC), IT/MIS assistance and Community Engagement services. The Community Engagement component uses social media, marketing, and communication tools to keep the Program website current and assist with media relations. IT/MIS assistance will include wireless access services, web services, program office telephony and upgraded A/V equipment for the Program office boardroom. The IDC service will provide an additional review of drawings to ensure all drawings are complete and consistent, which should reduce the number of change orders by identifying any issues in the design phase. The Move Management Coordination services assist the District with the development of an extensive database of furniture, fixtures and equipment (FF&E), packaging, tagging, technology item movement; staff training, inventory and relocation logistics. Chairman Richards explained that all of these services had predetermined values in the contract with Savin Engineers with the option of enabling them as needed. While some move management details and costs are still being worked out with the District to avoid duplication of effort, these services are considered essential to the program's success.
- Project Manager Rick Stoffel on the 25% Construction Drawings for the School 9 project that have been turned in to the State Education Department (SED). This submission, which is both a crucial design phase and a regulatory necessity, offers more detail than the initial schematic design. The legislative requirement for Phase 3 projects is 95% aidability. The current budget for School 9 is 96% aidable and the current estimate is 99% aidable so the project is on par to exceed the State minimum.
- Chairman Richards introduced the amendment to the contract for CJS Architects at Edison for the athletic fields project that was approved at the March RJSCB Monthly Meeting. This amendment enables CJS to complete the necessary design work for the previously approved scope of work to create a state-of-the-art athletic field at Edison as a result of funds that were moved from the East High School project. This amendment would result in an increase of \$843,500 to CJS's existing contract, bringing the total contract value to \$4,786,540.

- A separate amendment for Buffalo Construction Consultants (BCC) for Construction Management services at Edison was also discussed. The Program Management team was not able to reach an agreement with BCC on their first proposal for the work on the athletic field, therefore, the Board was asked to approve \$85,720 for pre-construction work only as related to renovating the existing fields and creating new facilities. This would bring BCC's contract value to \$2,671,090. Negotiations with BCC are ongoing, specifically regarding the construction duration, which affects their cost proposal. After the design is complete and a more reliable schedule is established, a more accurate CM fee for construction can be developed and a subsequent amendment will be brought to the RJSCB for approval.
- Chairman Richards discussed the Bond Anticipation Note (BAN) for short-term financing for the project. Long-term funding will come from bonds that will be sold after SED approval of the projects so a BAN, issued by the City, is a cost-effective way to cover Program expenses until those bonds are secured. The BAN would be repaid by the long-term bond proceeds. The Board is asked to authorize this arrangement to align with the City's bond issuance schedule and minimize costs. Details were provided on projected cash flow, with approximately \$39 million needed by early 2026, and a process flowchart outlining key dates for BAN issuance. Historical Phase 2 borrowing data was provided and the Financial Plan may need to be revised based on District decisions and market conditions.
- The ICO report indicated that as of March 26th, 100% of project documents were received. For February 2025, a total of 22,553 hours were worked on Phase Three, including 915.5 minority hours, 713.45 non-minority women hours, and 1908.75 non-minority male hours, totaling 3,537 hours in the month of January. Overall statistics show minority participation (male and female) at just over 47%, exceeding the 23% goal, and non-minority women participation at 8.28%, above the 7% goal. Minority male participation was just over 32% (goal: 23%), and all women participation (minority and non-minority) was 23.10% (goal: 7%). Business participation included total contract values awarded to date of \$58,730,881, with 34.63% to MBEs, just under 5% to WBEs, 4.52% to SBEs (goal: 2%), and .75% to DBEs (goal: 2%). Additionally, 13 Rochester residents were actively working on the project during the month, representing 14.29% of the 91 total individual workers. A DBE contractor was recommended for Anchin to fulfill their DBE requirement and the new minority owner of JT Morrow was acknowledged.
- The Financial Plan is still with the Office of the State Comptroller's (OSC) office. Responses to the OSC questions are pending District direction regarding securing a BAN versus additional loans, after which the plan will be revised and resubmitted to New York State. SED has requested that no further submissions be made for School Number 9 feedback is provided on the preliminary schematic submission. The Wilson Commencement Schematic Design submission is delayed due to required redesign and pending signatures on the Instruction Space Review (ISR) forms. A structural assessment report for the Edison campus is under review, with cost implications to be addressed by the District, including \$2 million for priority one repairs. The Program Verification report for Edison will integrate the new athletic field replacement and budget revisions. Procurement of professional services for the East and Douglas projects is being expedited as the timeline for East has been reduced due to budget transfers. Discussions are ongoing regarding a Project Labor Agreement with the Rochester Building Trades and Construction Council.

ADJOURNMENT:

5:24 PM