

**Resolution 2023-24:12**

**Pay Requisition Summary Acceptance (November 2023) Cash Capital**

**By Board Member Kim Jones**

WHEREAS, the Rochester School Facilities Modernization Program Act ("School Modernization Act") established the Rochester Joint Schools Construction Board ("RJSCB" or "Board"), 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 authorizing legislation for Phase 2 of the Rochester Schools Modernization Program ("RSMP") was signed into law by the Governor of the State of New York on December 17, 2014; and

WHEREAS, the amended Act authorized up to 26 projects in Phase 2 of the RSMP including a District Wide Technology program, which involves technology upgrades and infrastructure work at several of the possible projects; and

WHEREAS, for Phase 2 of the RSMP, the RJSCB intends to undertake 14 projects for the design, reconstruction, or rehabilitation of existing school buildings for their continued use by the District (collectively, the "Phase 2 Projects"), which have been further defined as Phase 2a, Phase 2b, Phase 2c and Phase 2d, plus a DWT project at each of the Phase 2 school buildings; and

WHEREAS, the authorizing legislation for Phase 3 of the Rochester Schools Modernization Program ("RSMP") was passed by the New York State Legislature on June 1, 2021 and signed into law by the Governor of the State of New York on November 16, 2021; and

WHEREAS, the amended Act authorizes up to 12 projects in Phase 3 of the RSMP; and

WHEREAS, the RJSCB developed a pay requisition approval procedure with input from its Counsel, the M/WBE and Services Procurement Committee, members of the accounting department of Rochester City School District, and the RJSCB's independent auditing firm; and

WHEREAS, the RJSCB, at its regular monthly meeting on September 12, 2011, adopted the pay requisition approval procedure (Resolution 2011-12: 23) ("Pay Requisition Approval Procedure"); and

WHEREAS, the RJSCB, at its regular monthly meeting on September 10, 2012, revised the Pay Requisition Approval Procedure (Resolution 2012-13: 37) to include the Trustee as paying agent for construction related payments; and

WHEREAS, the RJSCB, at its regular monthly meeting on April 7, 2014, revised the Pay Requisition Approval Procedure (Resolution 2013-14: 257) to include discussion of the Pay Requisition Summary by the Finance Committee and certain verification activities by the Program Manager following each monthly Board meeting; and

WHEREAS, the RJSCB, at its regularly monthly meeting on January 17, 2017, revised the Pay Requisition Approval Procedure (Resolution 2016-17: 118) to add certain additional internal controls to assist the RJSCB by clarifying duties in absence of an Executive Director and by providing additional internal controls; and

WHEREAS, the RJSCB, at its regularly monthly meeting on October 12, 2021, revised the Pay Requisition Approval Procedure (Resolution 2021-22: 82) to add certain additional internal controls to assist the RJSCB by clarifying duties in absence of an Executive Director and by providing additional internal controls; and

WHEREAS, proceeds of the COMIDA Series 2012A and 2012B Bonds for the RSMP Phase 1a projects were deposited in the Trustee's account on June 20, 2012; and

WHEREAS, proceeds of the COMIDA Series 2013 Bonds for the RSMP Phase 1b projects were deposited in the Trustee's account on June 6, 2013; and

WHEREAS, proceeds of the COMIDA Series 2015 Bonds for the RSMP Phase 1c projects were deposited in the Trustee's account on February 4, 2015; and

WHEREAS, proceeds of the COMIDA Series 2017 Bonds for the RSMP Phase 2a Projects were deposited in the Trustee's account on August 2, 2017; and

WHEREAS, proceeds of the COMIDA Series 2018 Bonds for the RSMP Phase 2 Projects were deposited in the Trustee's account on August 1, 2018; and

WHEREAS, proceeds of the COMIDA Series 2020 Bonds for the RSMP Phase 2 Projects were deposited in the Trustee's account on May 28, 2020; and

WHEREAS, the RJSCB Consultants and RJSCB Chair have reviewed the individual pay applications from each of the consultants, contractors and suppliers for accuracy and completeness; and

WHEREAS, the RJSCB Consultants forwarded Phase 3 monthly Pay Requisition Summary 06-A totaling \$210,881.50 including all invoices to be paid using proceeds from the Cash Capital Account to the RJSCB Chair; and

WHEREAS, the RJSCB Chair approved Phase 3 monthly Pay Requisition Summary 06-A on or about December 1, 2023; and

WHEREAS, the Treasurer reviewed the Phase 3 monthly Pay Requisition Summary 06-A with the RJSCB at its meeting on December 11, 2023.

THEREFORE, BE IT RESOLVED:

1. The Rochester Joint Schools Construction Board hereby approves the Phase 3 monthly Pay Requisition Summary 06-A for the month of November 2023 in the amounts stated above and as shown in the Summary sheet attached to this Resolution.

**Second by Jesse Dudley**

**Adopted: 7-0**