

**Members:**

**Hon. Stephanie A. Miner**  
Mayor  
City of Syracuse

**Sharon L. Contreras**  
Superintendent of Schools  
Syracuse City School District

**Hon. Calvin Corriders**  
Vice President, Commercial & Retail  
Sales Manager  
Pathfinder Bank

**Edward Cuello**  
Financial Professional  
Prudential

**Charles P. Merrihew**  
Vice President for Engagement &  
External Affairs, Syracuse University

**Sharon Owens**  
Chief Executive Officer  
Syracuse Model Neighborhood Facility,  
Inc.

**Hon. Van B. Robinson**  
President  
Syracuse Common Council

**Advisory Staff:**

**Joseph W. Barry, III, Esq.**  
Secretary to the Board/Counsel  
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**David DeVecchio, CPA**  
Commissioner of Finance  
City of Syracuse

**Thomas C. Ferrara, P.E.**  
Director of Facilities,  
Maintenance & Operations  
Syracuse City School District

**Mary Robison, P.E.**  
City Engineer  
City of Syracuse

**Suzanne Slack**  
Chief Financial Officer  
Syracuse City School District

**Ashley Wilson**  
MWBE Compliance Officer  
City of Syracuse

# JSCB

## Joint Schools Construction Board

[www.jsCBSyracuse.us](http://www.jsCBSyracuse.us)

### Minutes

Thursday, January 30, 2014

9:00 a.m. (Syracuse Stat room)

**Board Members Present:** Mayor Stephanie Miner, Suzanne Slack (serving at Superintendent Sharon Contreras' designee), Calvin Corriders and Chuck Merrihew

**Board Members Absent:** Edward Cuello, Van Robinson and Superintendent Contreras

Calvin Corriders made a motion to accept the minutes of the December 23, 2013 meeting. Chuck Merrihew seconded the motion and the minutes were approved unanimously.

JSCB Secretary Joe Barry reported the JSCB has received a notice of claim from FAHS for \$3 million regarding the Fowler project. Corporation Counsel will be handling the claim. Mr. Barry advised the Board to adjourn into executive session later in the meeting to discuss this claim as well as hold the vote to adopt the proposed Code of Ethics to allow additional time to review.

Keith Leal from Gilbane delivered the Report of the Program Manager:

***Institute for Technology Main Project- Design & Construction Information:***

- *All Contracts closed out other than the General Contractor - a couple of punch list/warranty items are temperature sensitive and will have to be completed when the weather breaks.*
- *The Architect has submitted final as-built drawings to the Owner for their review and comment.*
- *Submission of LEED information to NYSERDA has been completed. Remaining incentive funds should be released to the SCSD in 4 to 6 weeks.*

***Dr. Weeks - Design & Construction Information:***

- *Elevator change order work has been completed. Final inspection with Schindler Elevator has been scheduled.*
- *Mechanical Contractor has completed all work including change order, final punch list and warranty items. Final contract closeout documentation to be submitted.*



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- *General Contractor has completed all punch list and warranty items. Final Maintenance Bond submission is underway. Anticipated contract closeout is February 2014.*
- *The package of LEED information to NYSERDA has been completed and submitted for review.*

***Fowler - Design & Construction Information:***

- *11-Month Warranty Walkthrough has been completed and the results issued to the contractors for their action.*
- *Underslab vapor extraction system is undergoing testing to verify system compliance.*
- *Closeout including submission and review of required closeout documentation is ongoing.*
- *Change Order negotiations with the Prime Contractors continues.*
- *Final SWPPP inspection has been completed allowing the Environmental Engineer to recommend Notice of Termination (N.O.T.) submission to the NYSDEC.*
- *General Trades contractor has submitted a claim which is under review by all parties.*

***H.W. Smith - Design & Construction Information:***

- *Students and staff returned to the building on January 6, 2014.*
- *Certificate of Occupancy issued by SED on January 6, 2014.*
- *Punch list issues nearly complete. Several items are scheduled to occur during the week of February 16<sup>th</sup>, during the spring recess to avoid disruption to any school activities.*
- *Continue to receive close-out documentation, i.e. as-builts, O&Ms, warranties and guarantees.*
- *Four of the five prime contractors have demobilized and the fifth is in the process of.*
- *General Contractor continues to work on change order work.*
- *GBCo continues to work with the A&E, Commissioning Agent and Contractors to complete the NYSERDA and LEED Submissions.*

***Financial:***

- *Program Budget: currently \$465K available due to maximum authorized borrowed amount (Does not include balance of NYSERDA grants \$335K).*

Mayor Miner requested that the Program Manager provide an update on the Fowler project at the following meeting regarding the outstanding punch list items and Gilbane's resolution of the FAHS claim.

Lloyd Dickerson presented the Report of the MWBE Compliance Firm on behalf of Landon & Rian. To date, the workforce rates are 12.66% for minority participation and 11.35% women participation. Additionally, 11.5% of the 12.51% MBE contracts have been paid out, as well as 7.04% out of the 7.22% WBE contracts.

The Board voted on the following resolutions:

Calvin Corriders made a motion to adopt Resolution No. 1-2014 to authorize Gilbane Payment #74 in the amount of \$39,349.95. Chuck Merrihew seconded the motion and it was approved 4-0.

Chuck Merrihew made a motion to adopt Resolution No. 2-2014 to authorize Landon & Rian payment #26 in the amount of \$19,350.00. Calvin Corriders seconded the motion and it was approved 4-0.

Calvin Corriders made a motion to adopt Resolution No. 3-2014 to authorize the payment of various contractors (as set forth in Appendix A) for work associated with the Fowler High project. Chuck Merrihew seconded the motion and it was approved 4-0.

Calvin Corriders made a motion to adopt Resolution No. 4-2014 to authorize the payment to various contractors (as set forth in Appendix A) for work associated with the Dr. Weeks project. Chuck Merrihew seconded the motion and it was approved 4-0.

Calvin Corriders made a motion to adopt Resolution No. 5-2014 to authorize the payment of various contractors (as set forth in Appendix A) for work associated with the HW Smith project. Chuck Merrihew seconded the motion and it was approved 4-0.

Chuck Merrihew made a motion to adopt Resolution No. 6-2014 to authorize the payment to National Grid of the amount of \$38,824.68 for work at HW Smith. Calvin Corriders seconded the motion and it was approved 4-0.

The Board held Resolution No. 7-2014 to adopt a Code of Ethics for the JSCB in order to review and vote on at the next meeting.

Calvin Corriders made a motion to adjourn into executive session. Chuck Merrihew seconded the motion and the board went into executive session at 9:20 a.m.

The Board resumed into open session at 9:51 a.m. Calvin Corriders made a motion to adjourn the meeting. Chuck Merrihew seconded the motion and the meeting was adjourned.