

Members:

Hon. Stephanie A. Miner
Mayor
City of Syracuse

Sharon L. Contreras
Superintendent of Schools
Syracuse City School District

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
City of Syracuse

Elizabeth DeJoseph
Assistant Director
Intergovernmental Affairs
City of Syracuse

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

Minutes

Thursday, February 27, 2014

9:00 a.m. (Syrastat room)

Board Members Present: Mayor Stephanie Miner, Calvin Corriders, Edward Cuello, Chuck Merrihew, Sharon Owens, Van Robinson and Suzanne Slack (serving as Superintendent Contreras' designee)

Board Members Absent: Superintendent Sharon Contreras

Chuck Merrihew made a motion to accept the minutes of the January 30, 2014 meeting. Calvin Corriders seconded the motion and the minutes were approved unanimously.

JSCB Secretary Joe Barry had no new business to report.

Keith Leal presented the Report of the Program Manager:

Institute for Technology Main Project- Design & Construction Information:

- *NYSERDA incentive funds have been received by the JCSB.*
- *The Architect is currently revising as-built documents incorporating comments developed during the initial review process. Resubmission is anticipated for the first week in March 2014.*
- *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.*

Dr. Weeks - Design & Construction Information:

- *As a result of the elevator final certification inspection, a request was made to incorporate an oil monitoring system for the elevator shaft pit. This new work is underway and anticipated to be completed, and the elevator certified by, February 28, 2014.*
- *General Contractor has completed all punch list and warranty items. Due to the new work, anticipated contract closeout for the GC is March 2014.*

Fowler - Design & Construction Information:

- *Significant progress has been made in completing open items from the 11-month warranty*



Stephanie A. Miner
Mayor
203 City Hall
Syracuse, New York 13202
(315) 448-8005
Fax (315) 448-8067



Sharon L. Contreras
Superintendent
725 Harrison Street
Syracuse, New York 13210
(315) 435-4499
Fax (315) 435-4015

- *walkthrough. By the end of the month, remaining items are expected to be only items that required ordering of materials that haven't arrived or items currently in dispute.*
- *Underslab vapor extraction system compliance testing was put on hold during some re-design of testing methods. Equipment is being procured and re-testing shall commence shortly.*
- *Closeout including submission and review of required closeout documentation is ongoing.*
- *Change Order negotiations with the Prime Contractors continues.*
- *LEED and NYSERDA documentation is currently being compiled for submission to NYS after final building commissioning report is received.*

H.W. Smith - Design & Construction Information:

- *Good progress on remaining punchlist work was made over the winter break.*
- *Contractors have demobilized and are no longer onsite full-time.*
- *Some minor work will remain for the spring thaw, such as final seeding and some exterior drainage work near the cooling tower.*
- *Close-out documentation (As-Builts, O&Ms, warranties and guarantees) is approximately 65% complete.*
- *Attic stock items have been received and are available for formal turnover to Owner.*
- *Proposal reviews and final change orders are nearing completion.*
- *GBCo continues to work with the A&E, Commissioning Agent and Contractors to complete the NYSERDA and LEED Submissions. Commissioning Agent reports that most issues are resolved and his report is being finalized.*

Financial:

- *Program Budget: Budget has been updated incorporating the balance of NYSERDA funds for ITC, unused contingency for PC at Dr. Weeks, actual utility connection costs for ITC and HW Smith which has increased available funds to \$643K (Available funds due to maximum authorized borrowed amount; Does not include balance of NYSERDA grants \$316K).*

Lloyd Dickerson presented the Report of the MWBE Compliance Firm (Landon & Rian). Lloyd Dickerson presented the Report of the MWBE Compliance Firm on behalf of Landon & Rian. To date, the workforce rates are for minority 12.65% participation and 11.35% women participation. Additionally, 11.51% of the 12.51% MBE contracts have been paid out, as well as 6.95% out of the 7.22% WBE contracts. Sharon Owens requested that Landon and Rian could provide a report of lessons learned in Phase I.

The Board voted on the following resolutions:

Van Robinson made a motion to adopt Resolution No. 7-2014 to authorize Gilbane Payment #75 in the amount of \$0.00 to continue their Program Management services per the no cost extension. Chuck Merrihew seconded the motion and it was approved 7-0.

Sharon Owens made a motion to adopt Resolution No. 8-2014 to authorize Landon & Rian payment #27 in the amount of \$27,900.00. Edward Cuello seconded the motion and it was approved 7-0.

Chuck Merrihew made a motion to adopt Resolution No. 9-2014 to authorize the payment of various contractors (as set forth in Appendix A) for work associated with the Fowler High project. Calvin Corriders seconded the motion and it was approved 7-0.

Chuck Merrihew made a motion to adopt Resolution No. 10-2014 to authorize the payment to various contractors (as set forth in Appendix A) for work associated with the Dr. Weeks project. Sharon Owens seconded the motion and it was approved 7-0.

Chuck Merrihew made a motion to adopt Resolution No. 11-2014 to authorize the payment of various contractors (as set forth in Appendix A) for work associated with the HW Smith project. Van Robinson seconded the motion and it was approved 7-0.

Mayor Miner made a motion to adopt Resolution No. 12-2014 to adopt a Code of Ethics for the JSCB. Edward Cuello seconded the motion and it was approved 7-0.

Mayor Miner made a motion for the Board to adjourn into executive session to discuss legal matters. Calvin Corriders seconded the motion and the Board adjourned into executive session at 9:22 a.m.

The Board resumed into open session at 9:56 a.m.

Mayor Miner made a motion to adopt Resolution No. 13-2014 to confirm the retention by the Corporation Counsel of James E. Hughes, Esq. of Hancock & Estabrook LLP to assist with JSCB legal matters. Calvin Corriders seconded the motion and it was approved 7-0.

Van Robinson made a motion to adjourn the meeting. Edward Cuello seconded the motion and the meeting was adjourned.