

**Members:**

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

**Dr. 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.

**Larry Williams**  
Director  
Syracuse Save Our Youth

**Advisory Staff:**

**Joseph W. Barry, III, Esq.**  
Secretary to the Board/Counsel  
City of Syracuse

**Michael Sicchio**  
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

# JSCB

## Joint Schools Construction Board

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

### Minutes

Thursday, December 17, 2015  
9:00 a.m. (Syracuse Stat Room, City Hall)

**Board Members Present:** Mayor Stephanie Miner, Superintendent Sharon Contreras, Edward Cuello, Charles Merrihew, Sharon Owens and Larry Williams.

**Board Members Absent:** Calvin Corriders

Charles Merrihew made a motion to accept the minutes of the November 19, 2015 meeting. Sharon Owens seconded the motion and the minutes were approved unanimously.

***JSCB Secretary Joe Barry reported:***

There will be no formal PM report but there is a closeout list for Phase 1 included in the Board's packet.

32 firms attended the A/E RFP public meeting.

The Construction Manager RFP has been listed since the last meeting and nine firms attended the public meeting.

***Phase 1 close out list:***

**Fowler**

1. Fahs - General Contractor
  - Closeout letter to be drafted by Gilbane (numerous financial issues)
  - NYSDOL hold (\$100,000) – Fahs needs to resolve
  - PLA issues: new one (\$87,955.77); old one (\$359,796.27) with the Courts – Fahs needs to resolve
  - incomplete M/WBE closeout– Fahs needs to resolve
2. Siracusa – Mechanical Contractor
  - Conference call occurred on December 8<sup>th</sup> regarding close-out issues.
  - Offer being prepared to close-out contract for Siracusa review.
3. Weydman – Electrical Contractor
  - First Claim - Legal staff addressing
  - Second Claim (\$69,660 Contract close-out) – Approaching resolution; Gilbane revising final change order for Weydman signature along with list of outstanding close-out documents and final pay application.



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4. Spina Collins Scoville - Architect
  - incomplete M/WBE closeout – SCS needs to resolve.
  - SCSD as-builts comments – SCS (Rich Peckham) is addressing; conference call occurred on December 9th regarding SCSD mechanical comments; revised documents to be submitted to JSCB
  - LEED – 53 points awarded out of 55; pre-requisite issue needs to be resolved and we earn LEED Silver; Rich Peckham sending appeal to USGBC
5. NYSEDA – waiting LEED approval to be completed

#### **HW Smith**

1. Murnane
  - Outstanding issues are three credit change orders and one add change order
  - Final Letter to be issued- Gilbane is reviewing draft by JSCB advisory group.
  - M/WBE closeout?
2. SEI – Final pay application approved; \$5,000 held until Murnane's contract is closed.

#### **Gilbane Contract**

1. Remainder of materials to be returned to JSCB (13 lap tops, AED)
2. Certified Payrolls - incomplete
3. M/WBE closeout – Gilbane needs to resolve

#### ***Report of the Phase II Program Manager-Turner:***

Assisting with the CM and A/E RFP.

Developing a procedures manual to establish controls for the project.

Developing a master schedule.

Request the adoption of the Procore construction management software.

***Kate Skahen presented the SCSD CFO-JSCB Financial update.***

#### ***The Board voted on the following resolutions:***

Sharon Contreras made a motion to adopt Resolution No. 87 -2015 to authorize Landon & Rian Phase II payment #3 in the amount of \$5,975.00. Sharon Owens seconded the motion and it passed 6-0.

Edward Cuello made a motion to adopt Resolution No. 88-2015 to authorize payment to the Syracuse Media Group for advertising expenses relative to the AE RFP in the amount of \$424.32. Charles Merrihew seconded the motion and it passed 6-0.

Charles Merrihew made a motion to adopt Resolution No. 89-2015 to authorize payment to James Hughes, Esq. (Hancock & Estabrook) for Phase I legal services in the amount of \$360.00 (November 2015). Edward Cuello seconded the motion and it passed 6-0.

Edward Cuello made a motion to adopt Resolution No. 90-2015 to authorize payment to James Hughes, Esq. (Hancock & Estabrook) for Phase II legal services in the amount of \$300.00 (November 2015). Charles Merrihew seconded the motion and it passed 6-0.

Charles Merrihew made a motion to adopt Resolution No. 91-2015 to authorize payment to James Hughes, Esq. (Hancock & Estabrook) for Phase I (Weydman litigation Appeal#1) legal services in the amount of \$24,159.90 (November 2015). Sharon Owens seconded the motion and it passed 6-0.

Edward Cuello made a motion to adopt Resolution No. 92 -2015 to authorize payment to John Gaal, Esq. (Bond Schoeneck & King) for Phase II PLA related legal services in the amount of \$4,496.75 (including Seeler Engineering) (October 2015). Sharon Owens seconded the motion and it passed 6-0.

Charles Merrihew made a motion to adopt Resolution No. 93-2015 to authorize payment to Bond Schoeneck & King for defending the JSCB in the matter of the Union Trust Funds v Fahs v the JSCB regarding PLA issues in the amount of \$3,127.50 (October 2015). Sharon Owens seconded the motion and it passed 6-0.

Sharon Owens made a motion to adopt Resolution No. 94 -2015 to authorize payment to John Gaal, Esq. (Bond Schoeneck & King) for Phase II PLA related legal services in the amount of \$5,823.11 (including Seeler Engineering) (November 2015). Edward Cuello seconded the motion and it passed 6-0.

Edward Cuello made a motion to adopt Resolution No. 95-2015 to authorize payment to Bond Schoeneck & King for defending the JSCB in the matter of the Union Trust Funds v Fahs v the JSCB regarding PLA issues in the amount of \$1,537.65 (November 2015). Charles Merrihew seconded the motion and it passed 6-0.

Sharon Owens made a motion to amend Resolution No. 96-2015 which would authorize the Project wide utilization of Procore construction management software through the Program Manager to allow the JSCB to assume the Procore software license in the event that Turner Construction is no longer the Program Manager. Charles Merrihew seconded the motion and it passed 6-0.

Charles Merrihew made a motion to approve Resolution No. 96-2015 as previously amended to authorize the Project wide utilization of Procore construction management software through the Program Manager (Turner Construction Company) at a cost not to exceed \$90,000 for a four year term to be billed in four annual installments. Sharon Owens seconded the motion and it passed 6-0.

Charles Merrihew made a motion to enter executive session. Sharon Owens seconded the motion and the board entered executive session at 9:24.

Charles Merrihew made a motion to exit executive session. Sharon Owens seconded the motion and the board exited executive session at 9:50.

The Board had no additional items to discuss. Charles Merrihew made a motion to adjourn the meeting. Sharon Owens seconded the motion and the meeting was adjourned at 9:51.