

REGULAR MEETING NO. 958

**BOARD OF COOPERATIVE EDUCATIONAL SERVICES
First Supervisory District, Erie County
Wednesday, October 10, 2018**

Regular meeting of the Board of Cooperative Educational Services, First Supervisory District, Erie County, was held on Wednesday, October 10, 2018, at the Erie 1 BOCES Education Campus, West Seneca, NY. The meeting was called to order by President, Mr. John Sherman at 4:08 p.m.

Members Present: John Sherman (President), Edward Cavan (Vice-President), Raymond Carr, Andrew Loeb, Mary Busse, Janet MacGregor Plarr, Renee Wilson

Others Present:

Melody Jason, Executive Director of Instructional Services, Colleen Sloan, General Counsel; Barbara Mocarski, Executive Director of Educational Supports and WNYRIC Services ; Candace Reimer, Director of Communications Services; Kelly Eisenried, Director of Human Resources; Deanna Schettine, Business Administrator; EPEA Representatives attended as well.

A moment of silence was observed in honor of Darleen Michalak, Plan Administrator of the NY44 Health Trust who passed away suddenly.

Dennis Kwaczala, Senior Coordinator of Safety and Risk and Mike Capuana, Director of CTE presented information to the BOE members on Safety in the Schools. Each district needs to have a District Wide Safety plan which is a public document and includes policies and procedures in case of emergencies.

Mrs. Plarr seconded by Mr. Carr, to approve the draft of the Regular meeting minutes, No. 957, dated September 12, 2018.

7 Ayes 0 Nays 0 Absent Motion Carried.

Mrs. Busse moved, seconded by Mrs. Plarr, to approve the Treasurer Report dated August 2018.

7 Ayes 0 Nays 0 Absent Motion Carried.

Mr. Carr moved, seconded by Mrs. Busse, to accept the Monthly Contract Adjustment Summary as of 8/3/18 for the August 2018-19 billing and as of 8/31/18 for the September 2018-19 billing.

7 Ayes 0 Nays 0 Absent Motion Carried.

Mrs. Plarr moved, seconded by Mr. Carr, to approve the Budget Transfers/Decreases/ Increases for the period of September 6, 2018 to October 3, 2018.

7 Ayes 0 Nays 0 Absent Motion Carried.

**MOMENT OF
SILENCE**

PRESENTATION

**APPROVAL OF
REGULAR
MEETING
MINUTES
No. 957**

**TREASURER'S
REPORT**

**MONTHLY
CONTRACT
ADJUSTMENTS**

**BUDGET
TRANSFERS/
INCREASES/
DECREASES**

Mr. Cavan moved, seconded by Mr. Carr, to adopt the following resolutions for the 2018-19 school years.

CLARENCE CENTRAL SCHOOL DISTRICT

WHEREAS, The Board of Cooperative Educational Services, First Supervisory District, Erie County, New York ("Board") finds it necessary to install additional network printers under Common Set of Learning Objectives to meet the needs of the school district, and

WHEREAS, the Board has evaluated and reviewed the project expansion which will function at Clarence Central Schools and will enhance the project currently supported by the Erie 1 BOCES, and

WHEREAS, the above referenced evaluation has produced a decision that the additional network printer meets all specifications, and

WHEREAS, the current outright purchase of the network printer is not possible within the current fiscal budget; therefore

BE IT RESOLVED, that the Board authorizes the administration to enter into a Financial Agreement (IPA) for a three-year term for the additional network printer in an amount not to exceed \$4,461.

OLEAN CITY SCHOOL DISTRICT

WHEREAS, The Board of Cooperative Educational Services, First Supervisory District, Erie County, New York ("Board") finds it necessary to install additional network printers under Common Set of Learning Objectives and Management Services to meet the needs of the school district, and

WHEREAS, the Board has evaluated and reviewed the project expansion which will function at Olean City School District and will enhance the project currently supported by the Erie 1 BOCES, and

WHEREAS, the above referenced evaluation has produced a decision that the additional network printers meet all specifications, and

WHEREAS, the current outright purchase of the network printers is not possible within the current fiscal budget; therefore

BE IT RESOLVED, that the Board authorizes the administration to enter into a Financial Agreement (IPA) for a three-year term for the additional network printers in an amount not to exceed \$169,951.

WEST SENECA CENTRAL SCHOOL DISTRICT

WHEREAS, The Board of Cooperative Educational Services, First Supervisory District, Erie County, New York ("Board") finds it necessary to install additional support hardware under Common Set of Learning Objectives to meet the needs of the school district, and

**INSTALLMENT
PURCHASE
AGREEMENT –
CLARENCE CSD**

**INSTALLMENT
PURCHASE
AGREEMENT –
OLEAN CITY SD**

**INSTALLMENT
PURCHASE
AGREEMENT –
WEST SENECA
CSD**

WHEREAS, the Board has evaluated and reviewed the project expansion which will function at West Seneca Central School District and will enhance the project currently supported by the Erie 1 BOCES, and

WHEREAS, the above referenced evaluation has produced a decision that the additional support hardware and software meets all specifications, and

WHEREAS, the current outright purchase of the support hardware is not possible within the current fiscal budget; therefore

BE IT RESOLVED, that the Board authorizes the administration to enter into a Financial Agreement (IPA) for a five-year term for the additional support hardware in an amount not to exceed \$93,384.

COMMUNICATIONS SERVICES – ERIE 1 BOCES

WHEREAS, the Board of Cooperative Educational Services, First Supervisory District, Erie County, New York (“Board”) finds it necessary to install a Konica Minolta printer to meet the needs of the school district, and

WHEREAS, the Board has evaluated and reviewed the project expansion which will function in the Communication Services Division of Erie 1 BOCES and will enhance the services currently under development by Erie 1 BOCES, and

WHEREAS, the above referenced evaluation has produced a decision that the Konica Minolta printer purchase meets all specifications, and

WHEREAS, the current outright purchase of this equipment is not possible within the current fiscal budget of the Communication Services Division of Erie 1 BOCES; therefore

BE IT RESOLVED, that the Board authorizes the administration to enter into a financial agreement (IPA) for a three-year term for the printer purchase, in an amount not to exceed \$120,126.

7 Ayes 0 Nays 0 Absent Motion Carried.

Mr. Cavan moved, seconded by Mr. Carr, to approve the bid actions per the recommendation of the Purchasing Manager.

- 1. Bids for SteelOct2

Klein Steel	\$102,706.00
GRAND TOTAL	\$102,706.00

- 2. Bids for Snow Plowing & Removal Service

Lakeside Concrete Services, Inc.	\$45,740.00
5% increase for year 2, upon mutual agreement	
GRAND TOTAL	\$45,740.00

- 3. Bids for Printing & Handling Service

Gamble Printing & Mailing Inc.	
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**ADDENDUM:
INSTALLMENT
PURCHASE
AGREEMENT:
COMMUNICATION
SERVICES OF
ERIE 1 BOCES**

**BID ACTIONS/
RFP RESONSE
FOR
CONFERENCE
ROOM
MANAGEMENT**

Value of Award:

This is an open bid with no projected quantities as school districts will purchase their printing & handling services on an as-needed basis.

There is no guaranteed minimum or maximum purchase from this award.

4. Bids for Kenton Windows Project

T.R.G. Enterprises, Inc.	\$572,818.00
GRAND TOTAL	\$572,818.00

Bid Rejection

- a) Bids for Transportation Services – Middle Tech (B19-TRANSPORTMIDDLE) were opened on September 12, 2018 at the Education Campus. Responses were received by 2 responsible bidders. Recommend rejecting all bids as West Seneca Central has agreed to accommodate this transportation need, at no charge.

Bid Award Revision

- a) The bid for Bread (C18-BREAD) was awarded by BOCES Board of Education on June 13, 2018. Significant complaints against one of the awarded vendors have been received. Recommend rescinding the award to Schwebel Baking Co., deem them an irresponsible bidder, and re-awarding all items to Midstate Bakery Distributors, Inc.

Schwebel’s has been notified and has accepted the contract cancellation. Midstate has agreed to honor their bid on all items, for the remainder of the contract which expires on June 30, 2019.

Deanna Schettine approved the award revision on September 13, 2018, as bread delivery is necessary for school meals.

Midstate Bakery Distributors, Inc.	\$211,642.62
GRAND TOTAL	\$211,642.62

There is no guaranteed minimum or maximum purchase from this award.

ADDENDUM

Resolution – RFP Response for Conference Room Management

Condeco Software, Inc.	Room License = \$365/room
	Professional Service = \$1,200/day
	Wayfinder = \$800/wayfinder/year
	Motion Carried.

7 Ayes

0 Nays

0 Absent

Mr. Cavan moved, seconded by Mrs. Plarr, to accept the 4th quarter extra-classroom activity fund.

7 Ayes 0 Nays 0 Absent Motion Carried.

**CLASSROOM
ACTIVITY FUND**

Mr. Cavan, moved, seconded by Mrs. Plarr, to approve the personnel actions/addendum per the recommendation of the District Superintendent/CEO. (Attachment C2).

7 Ayes 0 Nays 0 Absent Motion Carried.

**PERSONNEL
ACTIONS/
ADDENDUM**

Mr. Cavan moved, seconded by Mr. Carr, to approve the resolution to identify APPR Lead Evaluators.

7 Ayes 0 Nays 0 Absent Motion Carried.

**ADOPTION OF
RESOLUTION TO
IDENTIFY APPR
LEAD
EVALUATORS**

Mrs. Plarr moved, seconded by Mrs. Wilson, to approve the Incidental Employment Agreements and Special Project Contracts per the recommendation of the District Superintendent/CEO. (Attachment F1).

7 Ayes 0 Nays 0 Absent Motion Carried.

**INCIDENTAL
EMPLOYMENT
AGREEMENTS
AND SPECIAL
CONTRACTS**

Mrs. Wilson moved, seconded by Mr. Carr, to accept the first quarter Travel Reports.

7 Ayes 0 Nays 0 Absent Motion Carried.

**1ST QUARTER
TRAVEL
REPORT**

Mrs. Busse moved, seconded by Mrs. Wilson, to approve the Erie 1 BOCES Safety Plan.

7 Ayes 0 Nays 0 Absent Motion Carried.

**APPROVAL OF
THE ERIE 1
BOCES SAFETY
PLAN**

Mr. Carr moved, seconded by Mrs. Busse, that the meeting adjourn at 5:40 p.m.

7 Ayes 0 Nays 0 Absent Motion Carried.

ADJOURNMENT

Denise Polanski
District Clerk



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