



**ROCHESTER SCHOOL MODERNIZATION PROGRAM
NOVEMBER SUBMISSION REPORT**



November 2020 Phase 2 Compliance Report

As indicated in the introduction, this report is Anchin's twentieth to present Phase 2 compliance data. The data included in this report starts in January 2016, and predominantly reflects the involvement of professional services firms, construction service firms, and the Business Opportunity Program ("BOP").

All of the figures presented in this report relate to submissions by contractors and sub-contractors for Phase 2 of the Rochester School Modernization Program. All submissions received by January 1, 2021 have been included.

Analysis of Workforce for November 2020 Submission – Phase 2

Process and Procedures

Each of the contractors and sub-contractors are required to submit form DP-3¹ and corresponding certified payroll transcripts. DP-3 summarizes the workforce breakdown by race and gender. The aforementioned documents were uploaded to a web-based filing system, Huddle Workspace. This system is a web-based portal, which safely and securely retains documents; essentially, a digital file room for uploading and downloading documents. Contractor file folders are created for each PC involved in the RSMP. All documentation received via the web portal is reviewed, approved and uploaded to the respective contractor file. This system allows the PCs to electronically submit the required documents in a manner that makes the document submission, review and publishing an efficient process. Each PC has access to their respective documents as well as those of their sub-contractors. The PM and the RJSCB have universal access to all document submissions from all contractors.

Our analysis includes a verification of the data presented on form DP-3 to the certified payroll transcript submitted, and a calculation of women and minority involvement in both work hours and workforce numbers. The analysis below is based on cumulative information received. As of January 1, 2021, we have received approximately 96.62 percent of the requested document submissions through the November 2020 reporting period. Approximately 94.97 percent of all

¹ The Phase 2 diversity guidelines of the Rochester Schools Modernization Program refer to the workforce report as "DP-3," whereas this has been called "DDP-3" during Phase 1.

data requested since the commencement of the project, (the period of January 2016 through November 2020) has been received and approved. A breakdown of monthly compliance percentages can be seen in **Exhibit 8**.

Participation in Work Hours

A detailed diversity report summarizing the workforce participation of each contractor through the current reporting period has been included as **Exhibit 9**. The data presented below represents work hours completed in the month of November 2020. A complete breakdown of the findings summarized below can be found in **Exhibit 10**.

WORKFORCE PARTICIPATION IN NOVEMBER 2020 WORK HOURS		
Total Work Hours Performed by Women	349.25	8.51%
Total Work Hours Performed by Men	3,756.90	91.49%
Total Work Hours for all Workers	4,106.15	100.00%
MINORITY PARTICIPATION IN NOVEMBER 2020 WORK HOURS		
Number of Work Hours Performed by Minority Women	18.50	0.45%
Number of Work Hours Performed by Minority Men	693.50	16.89%
Total Minority Work Hours	712.00	17.34%
Caucasian Women Work Hours	330.75	8.05%

*Minority women includes women in sub-categories “Black”, “Hispanic”, “Asian or Pacific Islander”, and “American Indian or Alaskan Native”.

Workforce Participation

The data on the following page summarizes the work force count in the month of November 2020. A complete breakdown of the findings summarized below can be found in **Exhibit 11**.

WORKFORCE PARTICIPATION IN NOVEMBER 2020 WORKFORCE COUNT		
Total Number of Female Workers	13	10.32%
Total Number of Male Workers	113	89.68%
Total Number of Workers	126	100.00%
MINORITY PARTICIPATION IN NOVEMBER 2020 WORKFORCE COUNT		
Number Minority Female Workers	3	2.38%
Number of Minority Male Workers	26	20.63%
Total Number of Minorities in the Workforce	29	23.02%
Caucasian Women in the Workforce	10	7.94%

Comparison to Goals:

COMPARISON TO GOALS NOVEMBER 2020			
CATEGORY	PERCENTAGE GOAL	WORKFORCE PARTICIPATION REALIZED (WORK HOURS)	WORKFORCE PARTICIPATION REALIZED (AVERAGE COUNT)
Minorities (Male and Female)	22.00%	17.34%	23.02%
Women (Non-Minority Only)	8.00%	8.05%	7.94%

*Note: Minority Women are included in the minority category only.

Analysis: For the month of November 2020, the minority participation goal has been met for workforce count, however, the minority participation goal was not met for workforce hours. Additionally, the female participation goal has been met for workforce hours, however, the female participation goal was not met for workforce count.

Analysis of Workforce to Date – Phase 2

The chart below, “Comparison to Goals”, reflects overall work hours inclusive of work hours completed on Phase 2 projects through the current reporting period, November 2020.

CATEGORY	WORK HOURS THROUGH OCTOBER 2020	ADJUSTMENTS / REVISIONS TO PRIOR REPORTS	PRIOR PERIOD SUBMISSIONS	NOVEMBER 2020 WORKHOURS	TOTAL WORK HOURS
Minority Work Hours	401,613.94	-	1.50	712.00	402,327.44
Non-Minority Women	96,711.11	-	36.50	330.75	97,078.36
Non-Minority Male	1,011,416.16	-	470.25	3,063.40	1,014,949.81
Total Work Hours	1,509,741.21	-	508.25	4,106.15	1,514,355.61

*Minority includes sub-categories “Black”, “Hispanic”, “Asian or Pacific Islander”, and “American Indian or Alaskan Native”.

*Note: Adjustments represent amendments to previously submitted and reported DP-3 forms.

Comparison to Goals:

COMPARISON TO GOALS OVERALL WORK HOURS		
CATEGORY	PERCENTAGE GOAL	WORKFORCE PARTICIPATION REALIZED (WORK HOURS)
Minorities (Male and Female)	22.00%	26.57%
Women (Non-Minority Only)	8.00%	6.41%

*Note: The participation totals rely on the accuracy of prior period reporting which have not been verified.

*Note: Minority Women are included in the minority category only.

Analysis: Minority workforce participation has met the participation goal in overall work hours, but non-minority women workforce participation has not met the participation goal.

Business Participation Utilization – Phase 2

Policies and Procedures

Each of the PCs are required to submit Form DP-3A² which lists their current contract amount as well as the current contract amount of all sub-contractors that qualify as a Minority Business Enterprise (“MBE”), Women Owned Business Enterprise (“WBE”), Small Business Enterprise (“SBE”) and Disadvantaged Business Enterprise (“DBE”). Our analysis includes calculation of the percentages of MBE, WBE, SBE and DBE contract amounts relative to the total contract amounts of all PCs for all projects. A complete breakdown of the findings summarized below can be found in **Exhibit 12**.

Goals

The Rochester School Modernization Program participation goals for Minority, Women, Disadvantaged and Small Business Enterprises are apportioned as follows:

- 17% Minority Business Enterprises
- 10% Women Business Enterprises
- 3% Small Business Enterprises
- 3% Disadvantaged Business Enterprises

CERTIFICATION	RSMP PHASE 2 TOTAL CONTRACT VALUE	EBE TOTAL CONTRACT VALUE	ACTUAL PERCENTAGE	GOAL
MBE	368,309,619	74,234,597	20.16%	17.00%
WBE	368,309,619	46,282,948	12.57%	10.00%
SBE	368,309,618	9,919,174	2.69%	3.00%
DBE	368,309,619	10,238,712	2.71%	3.00%

The MBE and WBE business participation goals have been met for the current reporting period. However, the SBE and DBE business participation goals have not been met for the current reporting period.

We have included as **Exhibit 13**, an EBE participation report which presents the current contract allocation to EBE sub-contractors and the payment progress for each sub-contract. We will

² The Phase 2 diversity guidelines of the Rochester Schools Modernization Program refer to the workforce report as “DP-3A,” whereas this has been called “DDP-3A” during Phase 1.

continue to track the contractor compliance to EBE goals through verification of the total amounts paid to EBE sub-contractors and analyze the reasonableness of reaching the EBE goal percentages with the time left to complete the project.

As part of our analysis, we also require PCs to submit proof of payments to their sub-contractors. This part of the confirmation process helps to ensure PC compliance with the EBE goals and furthermore, that the sub-contractor has been paid for certified services performed.

In addition, we periodically perform a comparative analysis of the reported original contracts and change orders listed on each contractor's DP-3A with the RSMP's records of approved contracts, to confirm that the most accurate contract value is reported. Also, we made adjustments to our Eligible Business Entity Participation Report (**Exhibit 13**) to reflect a 50 percent reduction to the credit granted to a PC when the EBE sub-contractor's role is that of a certified supplier. As such, any sub-contractor listed in this report as "Supplier – EBE Certified" will have this reduction applied to their contract in the totals section of **Exhibit 13** for each EBE summary category.

Participation of Rochester Residents in Workforce – Phase 2

Currently, 30 Rochester residents are active in the Rochester School Modernization Project, which reflects 23.81 percent of the 126 members of the November 2020 workforce. Totals were calculated from the addresses provided on certified payroll transcripts submitted by the contractors. This data has been included in **Exhibit 14**.

Additional Matters

During the month of November 2020, the Anchin team met with a prime contractor to assist a new employee with the compliance requirements on the project. The prime contractor had turnover in their office and hired a new employee to handle compliance going forward. This individual was unfamiliar with RSMP and the compliance requirements in place. Our team introduced Huddle, required documentation, and outlined all submission requirements. Anchin will continue to work closely with the individual until they are comfortable with the process for the project.