

Ad Hoc Building Committee
March 11, 2020
Minutes

Attendance: Trustee Jim Woolard, Committee Chair; Trustee Brenna Baker, Committee Member; Mary Chiz, Board President; Jennifer Cottrill, Library Director; Christy Parente, Office Manager; Chris Hansen, Kluber Architects + Engineers; Dan Eallonardo, Independent Construction Services.

Mr. Woolard called the meeting to order at 10:15 AM.

Mr. Hansen reviewed the interior design plans with the committee:

- One bookshelf in the public area will need to be relocated by the owner.
- Any items up against exterior walls will need to be relocated by the owner.
- It is likely that administrative offices will have to be vacated for the window work. Temporary relocation of staff to small and large meeting rooms should be reconsidered.
- Tunnels under the spine scaffolding will be placed to permit foot traffic between the two sections of the building.
- The rear receiving door may be out of commission for a brief time (1-2 days), possibly affecting staff use.
- Carpet will not be pulled up but instead protected with Masonite.
- Some water infiltration is likely to occur.

Mr. Hansen reviewed the exterior design plans with the committee:

- The committee decided on a first-choice and second-choice color of EIFS to present to the Board for final decision.
- The committee approved EIFS texture of STO Medium 1.5
- Up to 12', high-impact EIFS will be used.
- The EIFS will have a 15 year warranty.
- The committee approved Kalwall color of white and clear. This Kalwall is now UV stable and therefore will not have the severe discoloration problems that previous Kalwall did. The vertical panels will not yellow at all, and the diagonal ones will yellow only slightly.
- The committee approved a standard red color for steel framing and steel painting. As a standard color, this will not incur additional cost. It is slightly darker than the current red, but the committee concluded that a slight color shift would be far preferable to paying for a premium color. The committee compared the first- and second-choice colors against the red steel color and determined that the slight color change would barely be noticeable to the public and that the color combinations would be aesthetically pleasing.
- Mr. Hansen reported that Ms. Cottrill's request to add a plain steel fence behind the Dumpster area had been added to plans.
- In the front courtyard, pavers will be permanently removed and replaced with landscaping.
- Entrance sidewalk will be replaced and made a neutral color.
- A new sidewalk will be added to the north of the building for access to the public sidewalk from the courtyard exit (fire code compliance).
- Library will need to close when entrance sidewalk, excavation, and major construction activities occur. Keeping the building open with public access by the two remaining doors is not permitted

by fire code. Two week's advance notice will be given, and closure will be carefully timed to only require about 2 days.

- Irrigation and landscaping will be included in the bid.
- Landscape maintenance will need to be suspended during construction months (except for parkway area).
- Windows will take 14 to 16 weeks to receive from date of approval of shop drawings. This means windows can begin to be installed in October.
- Prior to that, EIFS removal, roof removal, extension of walls, and replacement of EIFS from perimeter can begin.
- HVAC units can be left on the roof during roof removal.
- There may be a suspension of work during the coldest months.

Mr. Hansen reviewed the tentative schedule with the committee:

- Grant notification: by April 1
- Out to bid: April 13
- Pre-bid meeting: April 23
- Bids due: May 7
- Board approval of bids: May 19
- Start construction: June 1
- Substantial completion: March 26, 2021

Mr. Hansen reviewed the current construction cost estimate with the committee:

- Preliminary budget: \$2,480,941.00
- Current budget: \$2,599,977.00
- Construction contingency remains at 15%
- Design and site design contingency is now at 0%

Mr. Hansen also noted that he and Mr. Eallonardo would schedule a document review with the Village of Midlothian prior to going out for bids. Ms. Cottrill and Ms. Chiz expressed willingness to approach the Village administration to initiate a discussion of a waiver or reduction of permit costs by the Village.

Mr. Woolard adjourned the meeting at 12:42 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jennifer Cottrill".

Jennifer Cottrill, Library Director