

HINSDALE PUBLIC LIBRARY

Facilities Committee Minutes

Hinsdale Public Library

September 25, 2019

Present: John Bloomfield, Chair; Amy Glynn, Trustee; Julie Liesse, Trustee; Emily Zeng, Trustee

Also Present: Executive Director Karen Kleckner Keefe, Materials Management Manager Ellen Smith, Studio GC Principal Rick McCarthy

The meeting was called to order at 7:03 p.m.

Minutes

On a motion by Julie Liesse and seconded by Amy Glynn, the Facilities Committee minutes from July 29 were unanimously approved.

Presentation Rick McCarthy, Studio GC

McCarthy presented a debrief and strategy recommendation for the Library's skylight project. Studio GC's original estimate assumed \$26K in materials. One contractor they spoke with estimated the entire job to cost \$65K. The Library budgeted \$81,034 for the project. The low bid came in over \$250,000.

McCarthy spoke to the lower bidder attributed higher than projected bids to the difficulty of working on the slate roof, the robust construction market, lead time for materials given the weather window, the need to protect the Library's interiors, and concerns about unforeseen conditions.

McCarthy explained that the areas where the project can be adjusted are scope, timing, and design details. We can't control labor costs, the construction market, or inflation.

McCarthy has spoken with another contractor who estimates that if the project were rebid with a different timeline and reduced scope, project costs would not exceed \$150,000.

Studio GC's recommendation is to rebid the project in the winter, with work to be done in the spring. The project would not require replacing curbs or grilles. Studio GC recommends asking bidders for a replacement cost per unit to replace curb and flashing, if required by condition. The Library would close public areas under which work was being done.

The installation should still be completed in roughly 3 weeks—assuming one skylight per day.

McCarthy confirmed that Studio GC will rebid the project at no additional cost to the Library. The bid would most likely be published in January or February.

McCarthy said that he may invite some residential roofers with experience working on slate roofs to bid.



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The committee discussed concerns about any imminent leaking or damage due to the condition of the skylights. John Bloomfield asked if ice melting solutions like those used for driveways could be used on the roof to prevent the snow and ice accumulation that typically causes spring leakage.

Bloomfield expressed the Facilities Committee's concern about the accuracy of other project estimates presented in Studio GC's Facilities Assessment. McCarthy will recalculate all estimates, factoring in new information – like the impact of tariffs on some materials.

McCarthy thanked the committee for their time and left the meeting.

The committee discussed getting a more detailed breakdown of cost projections for future projects or bidding projects with more “add/alternate” components to gauge where cost discrepancies are occurring.

19/20 Projects

Keefe updated the committee on current projects, including the Youth Service desk which is currently being fabricated and the new tables that have been ordered for the Community Meeting Room.

Proposal for Family Bathroom Assessment

Keefe reviewed the designs and cost estimated prepared by Tiffany Nash. She explained that the least expensive option would require eliminating one of two staff bathrooms in the building. The committee suggested that Keefe ask Nash to investigate if that bathroom could be relocated. Keefe will discuss with Nash when she comes to look at the CMR ramp.

FY2020 Projects

Keefe reviewed capital projects for 2020, including the rescheduled skylight replacement. Other projects include fixing issues with the Library's PA system, replacing the Adult Services Desk, adding a gender neutral/family bathroom, and possibly upgrading the rest of the lower level lights to LED. The committee agreed that it was comfortable funding part of the work from the Library's Capital Reserve.

On a motion by Julie Liesse and seconded by Amy Glynn, the motion to recommend that the Finance Committee budget at \$150,000 transfer to Capital Reserve for Fy2020 was unanimously approved.

Misc. Repairs/Improvements

Ellen Smith updated the committee on several building issues. She told them that Oakbrook Mechanical had replaced a condenser fan motor, Soltwisch Plumbing has made several bathroom repairs, Danmar cleaned the carpets throughout the Library, DeSitter Carpeting replaced fraying carpet on the stairs, and the exterior and interior of the windows were all washed.



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The committee thanked Smith for all her hard work maintaining the building.

On a motion by Julie Liesse and seconded by Amy Glynn, the meeting was adjourned at 8:32 p.m.

Approved: January 21, 2020

