

Meeting Minutes: Special Board Meeting: February 7, 2019

Call to Order: At 7:40 pm President Smedinghoff called the Special meeting of the River Forest Public Library Board of Trustees to order. The roll was taken:

- Trustees Present: Bevan, Calabrese-Berry, Dagli, Hill, Long, O'Connor, and Smedinghoff
- Also Present: Sue Quinn (RFPL Director) and Joanna Bertucci (RFPL Materials and Business Services Manager)

Visitors and Guests

- Andy Dogan, Williams Architects

New Business

Approve edits to Trustee by-laws

- When the RFPL Trustee by-laws were reviewed at the February 5th Policy Meeting, it was discovered that changes to by-laws can only be made during a Regular Meeting of the RFPL Board. This item will be deferred to the next Regular Meeting on February 19, 2019.

Bid analysis and award of contract for staff area/lobby remodel project

- Mr. Andy Dogan of Williams Architects presented to the Board regarding the interior renovation project bid opening. On Tuesday, February 5th, Mr. Andy Dogan facilitated the bid opening for the RFPL interior renovation project in which 19 bidders submitted bid packets. The apparent low bidder for the project is Knudsen Construction, Inc. (KCI) of Calumet City, with a base bid at \$338,900. The base bid from Knudsen is roughly \$60,000 over Mr. Dogan's project cost estimate from December 5, 2018.
- Mr. Dogan identified elements of the project that may have caused the large discrepancy between the William's estimate and the bid. These elements include the steel column relocation to allow for ADA compliant access past the existing staff bathrooms, the inclusion of custom lighting fixtures for the lobby as opposed to less expensive fixtures, issues with logistics for contractors working in the building, and market conditions.
- Trustees asked Mr. Dogan if there were other elements of the plan that could be changed to reduce costs if the plan were to be re-bid. Mr. Dogan suggested that possible changes might include changing the specifications for light fixtures in the offices, less wood paneling in the lobby, less expensive materials to fabricate the circulation desk, and reducing the scope of the built-in cabinetry.
- Trustees also asked if there was a way to avoid the expense of relocating the column. Mr. Dogan answered that in the current plan the column must be moved in order to allow for enough clearance to satisfy ADA requirements. Mr. Dogan suggested that perhaps the plan and layout could be reworked to avoid the column relocation.

- Trustees discussed what legal options might be available regarding negotiating with the apparent low bidder to reduce some costs.
- After discussion, Trustee Bevan made a motion to reject all bids for the River Forest Public Library Interior Renovation Project and work with Williams Architects to rework the plans and rebid at a future date. Trustee Calabrese-Berry seconded and the motion passed unanimously.
- Mr. Dogan reiterated that Williams Architects is contractually obligated to deliver a project within the RFPL budget and will work at no additional cost until that plan is delivered.

Adjournment

- At 9:02 pm Trustee Long moved to adjourn the Special Meeting. Trustee Bevan seconded. The motion passed unanimously and the meeting was adjourned.

Respectfully Submitted,
Joan O'Connor
Secretary