

September 24, 1991

Minutes of the special meeting of the Board of Trustees of the Skokie Public Library held Tuesday, September 24, 1991.

CALL TO ORDER

The meeting was called to order at 7:34 p.m. by Diana Hunter, President.

Members present: Diana Hunter, President; Walter B. Flintrup, Vice President; Norma Zatz, Secretary; John J. Graham; Zelda Rich; Eva Weiner; and Carolyn A. Anthony, Director.

Member absent: Susan Brill Schreck.

Visitors present: Robin Johnson and Michelle Riefle, Hammond Beeby and Babka, Inc., Architects.

PRESENTATION OF COST ESTIMATES - ROBIN JOHNSON

Ms. Johnson distributed the Design Development estimate prepared by Construction Cost Systems (CCS) of Glen Ellyn, Illinois, based on drawings and specifications prepared by the office of Hammond Beeby and Babka, Inc.

She apprised the Board that the estimate is based on the assumption there will be a normal market condition; that five or more qualified contractors will bid on the project; and that one contract will be awarded to one general contractor. Not included in the estimate are fees, testing, moving expense, etc. of Owner's account; furnishing and equipment other than those shown in the body of the estimate; premium costs for work done in phases, out of sequence, out of hours; removal of hazardous materials; and escalation.

The total project cost estimate, including contingencies of \$69,178. for Design and \$188,854. for Construction, is \$1,641,577. This is 9% above the preliminary cost estimate of \$1,500,000. approved by the Board, but within the contingency of plus or minus 10% for that preliminary estimate. Additions and/or deletions which could be made in the preliminary specifications were discussed.

ADDITIONSSprinkler System in 1960 Building

The installation of a sprinkler system in the original building at an estimated cost of \$57,432. would reduce annual insurance costs by 30-50%, or about \$4,000. per year and bring the building up to code. (Because renovation of that building is not 50% or more, we are not required to add a sprinkler system.) Basic cost figures do include the addition of sprinklers to the mechanical room of the newer building, as required by code.

Mr. Flintrup expressed concern of water damage to the collection in addition to smoke and fire damage.

After lengthy discussion Mr. Graham made a motion, seconded by Mrs. Zatz:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE INSTALLATION OF A SPRINKLER SYSTEM IN THE 1960 ORIGINAL BUILDING TO BE BID AS AN ALTERNATE.

The roll was called. Mrs. Weiner--yes; Mr. Graham--yes; Mr. Flintrup--no; Mrs. Rich--yes; Mrs. Hunter--yes; Mrs. Zatz--yes. The motion carried.

Replace Courtyard Pavers in Courtyard between Board Room and Director's Office

Because the concrete pavers have deteriorated over the years it is estimated it would cost \$15,680. to remove and replace the existing concrete pavers to return the area to its original condition.

After discussion Mr. Graham made a motion, seconded by Mrs. Weiner:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE INCLUDING IN THE BASIC SPECIFICATIONS THE REPAIR OR REPLACEMENT OF THE COURTYARD PAVERS IN THE COURTYARD BETWEEN THE BOARD ROOM AND DIRECTOR'S OFFICE.

Discussion ensued regarding past flooding problems in the courtyard during heavy downpours, and the wisdom of this renovation. Mrs. Anthony said we have been told by the Village that the flood control work done in Skokie during the last two years should eliminate the problem.

Mrs. Zatz questioned the need to duplicate the pavers to the extent of matching the aggregate. She asked if an alternate material or treatment would reduce the cost and requested Ms. Johnson look into other options.

The Board concurred, and with the permission of the second, Mrs. Weiner, Mr. Graham modified his motion to include the possibility of optional treatments to the courtyard.

The Board asked Ms. Johnson to investigate alternate options.

No action was taken on the motion at this time.

Clean Existing Light Fixture Lenses

The Board concurred this maintenance item, estimated to cost \$1,200. would best be done during the renovation process and Mr. Graham made a motion, seconded by

Mrs. Rich:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE CLEANING OF EXISTING LIGHT FIXTURE LENSES BE INCLUDED IN BID SPECIFICATIONS.

The roll call vote for approval was unanimous.

DELETIONS

Omit Paint and Repair of Existing Perforated Metal Baffle System on Ceiling of 1960 Building (estimated savings of \$37,660.)

After discussion Mrs. Zatz made a motion seconded by Mrs. Rich:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES INCLUDE PAINTING AND REPAIRING OF THE EXISTING PERFORATED METAL BAFFLE SYSTEM ON THE CEILING OF THE 1960 BUILDING IN THE BID SPECIFICATIONS.

The roll call vote for approval was unanimous.

Evacuate Premises for Six Months to Facilitate Construction (estimated savings of \$83,000.)

Mrs. Rich made a motion, seconded by Mrs. Zatz:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY REMAIN OPEN AS MUCH AS POSSIBLE THROUGHOUT THE RENOVATION PROJECT.

The roll call vote for approval was unanimous.

Use Carpet Instead of Parquet Floor in Board Room and Director's Office (estimated savings of \$6,955.)

The trustees concurred that since these rooms are the most formal portions of the building, the newly constructed Board Room and Director's Office should include parquet. They unanimously approved the inclusion of parquet flooring for these two rooms.

With the Board action as noted above, the estimate of construction costs are \$1,642,777.

Ms. Johnson asked the Board for approval of the general bid specification package as presented.

After discussion Mr. Graham made a motion, seconded by Mrs. Weiner:

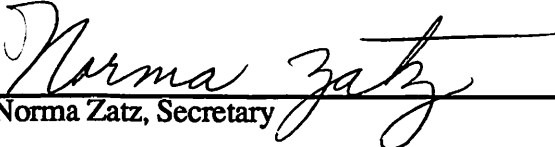
MOTION: **BASED ON THE CONSTRUCTION ESTIMATES OF \$1,642,777. AS PRESENTED, THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES AUTHORIZE HAMMOND BEEBY AND BABKA, INC. TO GO FORWARD WITH THE FINAL DOCUMENT PHASE AS PROPOSED.**

The roll call vote for approval was unanimous.

There will be a special meeting of the the Board of Trustees and the architects October 24, 1991.

ADJOURNMENT

The meeting adjourned at 9:05 p.m.


Norma Zatz, Secretary