

February 23, 1975

Minutes of the special meeting held Sunday, February 23, 1975, at 2:00 p.m. at the Library.

Members present: Walter Flintrup, Diana Hunter, Richard Lindberg, Shirley Merritt, John Wozniak and Rabbi Karl Weiner.

Also present: James W. Hammond and Carl Hogle, of Hammond Beeby and Associates; and Robert J. Di Leonardi, Board's Counsel.

Mr. Hogle reported that another light had broken on the east side of the building. This is one of the new ones with the new seal. He said Wiss, Janney & Elstner will be here when the light is removed.

Rabbi Weiner asked for the Board members to remain for an executive session after this meeting was adjourned. He explained this special meeting was called for the purpose of making a decision on the Honeywell proposal.

Rabbi Weiner called on Mr. Lindberg for a report. Mr. Lindberg reported he had met with Mr. Hogle and two of Honeywell's men on February 20 and he was very much impressed with the service. He asked Counsel's opinion whether the Library can tie itself to Honeywell for the next five years. They have compiled some comparative figures as to how much money we are going to spend under our present system and their proposed system. Johnson Equipment of Milwaukee appear to be their only competitor and according to Honeywell, Johnson's performance has not been the best. According to Counsel - must advertise for bids. Mr. Lindberg asked if we advertise for bids and the Johnson people come in lower, whether we have the privilege or duty, or right to throw out their bids and take the Honeywell people.

Another problem is the one of how much do we have to go along with these people on the basis of the inflationary system we are now in. Both Honeywell men said we are going to be married to the wage scale which is escalating to the same degree as the steam fitters. That would be the percentage of increase on our maintenance contract.

Question asked about the initial charge of \$6,000 for installation and \$4,500 electrical tie-in, which we must live with and from then on, of \$14,000 per year. Mr. Hogle said there is a \$6,000 charge for BOSS and a \$4,500 tie-in, plus \$6,000 annual as maintenance charge or \$14,000 a year. The maintenance charge is separate from BOSS. This Board has to decide whether it wants to be tied to the Honeywell people on the maintenance.

The question is whether to hire an engineer custodian to assume the duty of finding proper maintenance people or whether the Library wants to be under

contract to Honeywell to find the proper maintenance people at the proper time and place. The \$14,000 a year has to do with maintaining, correcting, and, if faulty, ^{new equipment in the heating and air conditioning} ~~reinstalling every piece of equipment we have in our new building.~~ It does not include the old building. Mr. Hoglund said it is all the equipment on the heating, air conditioning and temperature control only.

Rabbi Weiner asked if there was any tie-in with the old building. Answer was yes - BOSS includes the old building and would have the same monitoring of the equipment. Also, Honeywell would be willing to arrange for fixing all equipment. They will shut off and turn on the equipment in the old building and the Library will be appraised of any problems. BOSS monitors heating and air conditioning but the maintenance contract covers only the new building. They will be willing to take on the maintenance of equipment in the old building on an hour to hour basis and will secure the man to do it. Mrs. Hunter asked if they will change the contract as this building ages and would this be spelled out as part of the maintenance?

The sprinkler system is tied in with the Fire Department and not covered by Honeywell.

Mrs. Hunter asked the question of excluding heat and air conditioning; what other major repairs does one have to consider. Answer was perhaps a failure in the plumbing, something could go wrong with the electrical system, and some architectural things - windows cracked. This would not be mechanical breakdown. Mrs. Hunter asked what other alternatives the Library has. Answer, other than BOSS, getting a retired expert maintenance engineer or Johnson of Milwaukee, which is another control system. Mr. Hammond said could do something - there are several contractors who will provide these contracts for maintenance but BOSS, with the instant monitoring, is important. Rabbi Weiner explained this is a kind of insurance.

Mr. Hammond said one of the most important things is the five year guarantee of fixing or replacing equipment. Mr. Flintrup asked what happens after that - do we have a situation whereby the price could increase exorbitantly? Answer, Honeywell has assured us that the escalation would be no more than the percentage of wage increase for the steam fitters and maintenance engineers.

Mr. Di Leonardi said these things must all be written very specifically in a contract.

Honeywell would like to be set up for May 1st and Mr. Hoglund would like to have them ready to take over the air conditioning system.

On the question of Johnson underbidding, Mr. Di Leonardi said we are not compelled to take the lowest bid, just the lowest responsible bidder. Mr. Lindberg said this is a public body, vested with a certain amount of leeway and could pick Honeywell because, in our best judgement as a Board of Directors, we say Honeywell is our company. Mr. Di Leonardi said specifications should be drawn as objectively as possible. If Johnson comes in lower then you must make a thorough investigation. Should not presume that what Honeywell tells you about Johnson is necessarily correct.

Rabbi Weiner said what we have to determine is whether we consider that contracting an outfit from the outside to take over supervision and service of these two systems is advantageous and if any alternative program would be inferior to that, and whether the expense is justifiable. Rabbi Weiner said it is possible to contract for monitoring, but meet the emergencies ourselves. The maintenance contract is cancellable after one year.

Mr. Lindberg inquired about a key to the Library in case of emergency. Mr. Hoglund explained with the monitoring system only Honeywell would not come in the building.

Question asked, if the Library advertises for bids would it be incumbent upon us to notify Johnson? Mr. Di Leonardi said not required to do anything but advertise for bids. Architects asked if in their judgment, the preventative aspects will save the Library money. Answer was - it is probable, and would minimize the breakdown.

Rabbi Weiner asked if it is possible to spell out more specifically in what way the old building will be served? Mr. Hoglund feels it is possible to specifically include in the specifications, maintenance for the old building. Honeywell will monitor the building and arrange for maintenance. The Library will pick up the tab for maintenance work.

Mr. Di Leonardi said he is assuming there is a prior appropriation either this year or next year in our budget specifically enough to allow for the initial payment. Somewhere in the appropriation ordinance there should be a specific item for maintenance and monitoring for heating and the air conditioning systems. This should be set up in an amount in round figures - a line item appropriation for annual requirement. (Only way you can appropriate for no longer than one year at a time.) Mr. Di Leonardi said the statutes state if you have a contract beyond a one year contract it would be void beyond

that year. Honeywell might be agreeable to having a contract for one year with four successive one year options, and suggested the contract be written in this way. Mr. Lindberg suggested searching the contracts already in existence with Arlington, Schaumburg, and several school districts. Mr. Di Leonardi asked Mr. Hammond to have Honeywell give him the names of other schools, etc., that have used their system.

Mrs. Hunter asked what the tax rate increase would have to be for an appropriation line item to cover the maintenance and monitoring system. The first year would be heavy, Mr. Di Leonardi pointed out, with home rule a referendum is no longer required to approve a tax increase. This depends upon the Village Board's approval. Rabbi Weiner suggested since we are asking for Revenue Sharing, this should be pursued with much more vigor in line with this expense.

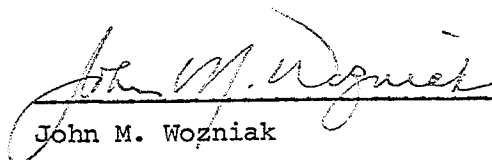
The following motion was made by Mr. Lindberg:

Motion: That the Skokie Public Library direct its Counsel and Architects to publish a proposal for the invitation and proposal inviting bids for the monitoring and maintenance systems, by bidding on monitoring contract, maintenance contract, and combined monitoring and maintenance contract.

Dr. Wozniak seconded the motion. (This would be for two separate contracts)

In discussion, it was pointed out the Library is not committing itself to maintenance as well as monitoring. The option is left open. Invitation bidders are invited to bid only on monitoring, only on maintenance, and combined. Mrs. Hunter suggested for the next Board meeting we should have information before us for at least a rough proposal for the budget with line items for maintenance and monitoring included. Voting was as follows: Mrs. Hunter, yes; Mr. Flintrup, yes; Mrs. Merritt, yes; Mr. Lindberg, yes; Dr. Wozniak, yes. Motion carried unanimously.

Meeting adjourned at 3:30 p.m.



John M. Wozniak

Secretary