

**MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES**

Bloomfield Township Public Library
Oakland County, Michigan
Wednesday, December 30, 2020
Held via Zoom

The special meeting of the Bloomfield Township Public Library Board of Trustees was held via zoom on Wednesday, December 30. The meeting was called to order by President Judy Lindstrom at 11:00 a.m. Attendance was taken. All Trustees present. She stated that the meeting would be recorded.

Trustees Present: (via Zoom) Tom Deska, Sandra Edwards, Grant Gerhart, Danielle Gillman, Judy Lindstrom, and Joan Luksik

Trustees Absent: None

Administration: (via Zoom) Director Carol Mueller, Assistant Director Tera Moon, and Administrative Assistant Linden Godlove, Facility Services Department Head Joel Dion

Guests: (via Zoom) Geraldine Drake, AECOM; Gene Ferrara, Rewold & Sons; Matt DeSchutter, Rewold & Sons; Matt Binkowski, Bloomfield Township Resident

A motion was made Joan Luksik and Tom Deska **TO APPROVE THE ORDER OF ITEMS FOR THE SPECIAL AGENDA.**

A vote was taken for approval of the motion.

Deska: Aye

Edwards: Aye

Gerhart: Aye

Gillman: Aye

Lindstrom: Aye

Luksik: Aye

MOTION CARRIED

CALL TO THE PUBLIC:

No comments.

4a. LED Lighting Project Update

Director Mueller thanked everyone for being at the meeting today. The Library's LED lighting project has been under discussion for several months. Due to the pandemic, it was agreed that the timing was right to proceed with this project as it would disrupt fewer patrons at this time. Many hours of research and investigation have been put into this project. The Library is now ready to finalize decisions related to the next steps in this project.

Geraldine Drake, AECOM, provide a project presentation. Gene Ferrera, Frank Rewold and Sons, Inc., prepared an executive summary. The project team with special attention by Lance Barnes and his staff at Gasser Bush Associates, along with Geraldine Drake of AECOM, states that the LED lighting improvements will save many costs such as energy cost savings that will bring a return on investment in approximately 18 years. In addition, the change to LED lighting will provide many improvements such as better lighting throughout the interior and exterior of the building and reduced staff maintenance costs as LED lighting does not need replacing as frequently as the current lighting does.

There was discussion on the costs of the project, as well as consideration for the maintenance of the current lighting. Summit will be taking away old product and recycling 100% of it including the packaging. The company's consideration of how to conduct their work during open hours was astute.

After discussion at the Building and Grounds Committee meeting held on Wednesday, December 16, 2020, it is recommended to proceed this current fiscal year with the purchase and installation of light fixtures for phases 1 – 3. In the library's next fiscal year 2021/2022, the purchase and installation of light fixtures for phases 4 -5 will be completed. This approach guarantees the price and availability of the designated light fixtures. Also, delivery of items takes longer during this pandemic. Ordering light fixtures now insures these are available for installation at the time needed. Light fixtures will be stored and kept secure by the vendor until the time of installation. Project phasing recommended is as follows:

1. Linear Fixtures: Winter 2021 – up high, difficult to reach, in main public part of library
2. Pendant Fixtures: Spring 2021 – drop fixtures, stacks lighting
3. Exterior fixtures: Summer/Fall 2021
4. Office, Meeting Rooms: Winter 2022
5. Supply, Storage, Toilet Rooms: Spring 2022

In addition to Gene's executive summary, project cost information was included for review. This information was reviewed with the Building and Grounds Committee Trustees present at the December 16, 2020 Building and Grounds Committee meeting. The Trustees in attendance supported approving this project as presented. All costs related to completing the Library's LED lighting project total at \$2,886,060. Funding for this project is included in the approved fiscal year 2020/2021 and fiscal year 2021/2022 library budgets.

Upon discussion, a motion was made by Sandy Edwards and seconded by Grant Gerhart **TO APPROVE AUTHORIZING THE EXPENDITURE OF \$2,886,060 FOR THE REPLACEMENT AND UPGRADE OF THE LIBRARY LIGHTING SYSTEM INCLUDING CONTROLS AND IN CONFORMANCE WITH THE AECOM DOCUMENTS.**

A vote was taken for approval of the motion.

Deska: Aye

Edwards: Aye

Gerhart: Aye

Gillman: Aye

Lindstrom: Aye

Luksik: Aye

Nays: None

MOTION CARRIED

Frank Rewold and Sons, Inc. has been the Library's General Contractor since the 2005-2008 Library Building Improvements project. Gene Ferrera, specifically, has tremendous knowledge of and experience working in the Library building. Administration recommends working with Frank Rewold and Sons, Inc. on this important and necessary lighting project.

Upon discussion, a motion was made by Dani Gillman and seconded by Sandra Edwards **TO APPROVE THE AWARD OF THE LIBRARY'S LED LIGHTING PROJECT TO FRANK REWOLD AND SONS, INC. AS A COST PLUS FEE CONTRACT WITH A FEE OF 3.9%.**

A vote was taken for approval of the motion.

Deska: Aye

Edwards: Aye

Gerhart: Aye

Gillman: Aye

Lindstrom: Aye

Luksik: Aye

Nays: None

MOTION CARRIED

Summit Electric submitted the lowest bid. It is recommended that the bid be awarded to Summit Electric.

Upon discussion, a motion was made by Joan Luksik and seconded by Tom Deska **TO AUTHORIZE FRANK REWOLD AND SONS, INC. TO AWARD THE ELECTRICAL CONTRACT TO SUMMIT ELECTRIC AS THE LOW RESPONSIVE QUALIFIED BIDDER.**

A vote was taken for approval of the motion.

Deska: Aye

Edwards: Aye

Gerhart: Aye

Gillman: Aye

Lindstrom: Aye

Luksik: Aye

Nays: None

MOTION CARRIED

5. OTHER:

Sandy Edwards commented that the cost of the lighting project gave pause for consideration, however the 2014 millage specifically included building upkeep and improvements. "We have to maintain stewardship of public spaces," she remarked. We have been doing many repairs to the building, including the roof, water remediation, the flooring and carpeting--the other repairs were [approved] without question because they were safety concerns. She observed that the lighting project has really come from looking at the strategic plan, the wayfinding study, moving to spaces and how they can best meet the needs of the patrons. This lighting project came out of the whole process. It has been careful and deliberate. "We have done our due diligence and it is a good opportunity to go forward."

Director Mueller thanked the Trustees for their careful review of the information involved on this project and their excellent questions.

6. Next scheduled Regular Board Meeting: Tuesday, January 19, 2021, 7:00 p.m.

At 11:52 a.m. President Judy Lindstrom adjourned the meeting.

Submitted by:

A handwritten signature in cursive script that reads "Sandra Edwards".

Sandra Edwards, Secretary