

MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY BUILDING AND GROUNDS COMMITTEE

The meeting of the Bloomfield Township Public Library Board of Trustees Building and Grounds Committee was held via Zoom at 2:00pm on Wednesday, December 16, 2020.

Trustees Present: Trustees: Sandy Edwards, Dani Gillman, Judy Lindstrom, Joan Luksik

Trustees Absent: Tom Deska, Grant Gerhart

Administration: Carol Mueller, Library Director; Tera Moon, Assistant Library Director; Joel Dion, Facility Services Department Head

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

LED Lighting Project Update – Geraldine Drake, AECOM; Gene Ferrara, Rewold & Sons; Matt DeSchutter, Rewold & Sons

Geraldine shared a summary of activities to date. The team has conducted a thorough audit of existing fixtures, and field verified fixtures, locations, and finishes. The team conducted a walk-through with prospective bidders on December 2, 2020. Two qualified bids were received and interviews with the two bidders were conducted on December 11, 2020. Summit Electric, Inc. was the lower of the two bids. Rewold recommends awarding the bid to Summit Electric, Inc.

The total cost for this project is \$2,886,060. The project is planned to take 14 months of actual work time. This doesn't mean the project will be finished 14 months from now. Matt explained there is a 14% amount budgeted for contingency, if needed. This is a little higher than usual because of the nature of the project. Modifications to the building may be necessary to accommodate different light fixtures. Gene explained that Rewold will consult with the Library prior to all contingency expenses. Gene further explained that a full-time Rewold supervisor was included in the budget but this may be reduced to part-time. Gene prepared the Trustees for problems with the shipping supply chain caused by the pandemic. Gene talked about the necessity for a bond in this project because it is a public government project.

The team is advising to pre-purchase all light fixtures at the beginning of the project. The product would be stored by the distributor and brought in as the project rolls out. Storage would be at no cost and would be insured.

Geraldine outlined a proposed schedule:

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 – proposed holding off on purchasing these fixtures because they are more generic, which means they are easier to get and less unique if replacements are needed.

Judy asked how old product would be disposed of. Geraldine explained that Summit will be taking away old product and recycling 100% of it including the packaging. Judy also asked what measures would be taken to

ensure that product arrives intact. Geraldine said that Gasser Busch would be responsible for ensuring product is received intact.

Judy asked how scaffolding will be brought in to protect the new lobby floor and carpet. Gene explained that precautions will be taken including protection board placed on all surfaces when lifts come in and move around. The lifts used will be lighter lifts.

Gene talked about details related to communication between Rewold, Summit, and the Library to ensure safety, cleanliness, preservation of the spaces, and consideration of staff and patrons in the spaces.

Geraldine talked about the COVID safety protocols outlined by Summit. Geraldine also shared information about the savings the new fixtures will offer in budget, energy use, and maintenance staff's time.

Sandy asked if the payments would come out of this and next fiscal year, and whether it would come out of the capital improvements budget. Carol confirmed both are true.

Joan Luksik moved to approve the amount of \$2,886,060 to be used for the LED electric fixture replacement project over two budget years. Judy seconded this motion. Judy asked if any future change in the purpose of the spaces would necessitate more lighting changes. Geraldine said that the proposed lighting will function well with a variety of purposes.

Edwards – yes
Gillman – yes
Lindstrom – yes
Luksik – yes

Sandy Edwards moved to authorize the awarding of the bid to Summit Electric, Inc. for LED Lighting upgrade. Judy seconded.

Judy asked about the warranty. Gene and Geraldine responded that Summit's work is guaranteed for one year, and the fixtures average a five year warranty.

Luksik– yes
Gillman– yes
Lindstrom – yes
Edwards– yes

Carpeting Project Completion – Geraldine Drake, AECOM

Carol reported that this project has been completed satisfactorily

Next meeting: not scheduled at this time