

**Minutes for the
West Bloomfield Township Public Library
Board of Trustees Special Meeting
June 29, 2009**

Present: Osthaus, Macon, Kravetz, Meyer, Holtz, Bohrer
Steve Smith, TMP Associates, Inc.

**Absent &
Excused:** Bordman

Call to Order

The special meeting was called to order by Vice-President Osthaus at 5:30 p.m.

Approval of Agenda

MOTION:

MOVE TO APPROVE THE AGENDA FOR THE JUNE 29, 2009 SPECIAL MEETING.

Moved: Holtz; Second: Kravetz
Ayes: Holtz, Kravetz, Meyer, Macon, Osthaus
Nays: None

MOTION CARRIED.

Award Bid for Computer Head-End Room Air Conditioning Replacement

The representative from TMP Associates, Inc., Steve Smith, reviewed the bids received and the firm's recommendation to award the work to the low bidder, Denny's Heating, Cooling and Refrigeration Service, using the contractor's voluntary alternate. The contractor's alternate allows the Library's computer equipment to remain operational throughout the project. A sequence of work, included in the voluntary alternate, was also reviewed. There would be no more than a few hours of computer downtime. Excellent references were received from the Grosse Pointe and Walled Lake School Districts, where similar work was conducted. The voluntary alternate is \$2,500.00 higher than the base bid, but still lower than all other bids received. As a safeguard, Mr. Smith suggested that photographs of the computer equipment be taken before it is wrapped in anti-static protective covering.

MOTION:

MOVE TO AWARD THE AIR CONDITIONING PROJECT BID TO DENNY'S HEATING, COOLING AND REFRIGERATION SERVICE AT A COST OF \$54,685.00 TO BE PAID FROM THE CAPITAL IMPROVEMENTS AND AUTOMATION DEVELOPMENT FUND.

Moved: Holtz; Second: Kravetz
Ayes: Holtz, Kravetz, Macon, Meyer, Osthaus
Nays: None
MOTION CARRIED.

MOTION:

MOVE TO CARRY A \$10,000 CONTINGENCY FOR THE PROJECT AS SUGGESTED BY TMP ASSOCIATES, INC. AND AUTHORIZE DIRECTOR BOHRER TO USE CONTINGENCY TO BE PAID FROM THE CAPITAL IMPROVEMENT AND AUTOMATION DEVELOPMENT FUND FOR UNFORESEEN CIRCUMSTANCES AS NECESSARY.

Moved: Holtz; Second: Kravetz
Ayes: Holtz, Kravetz, Osthaus, Macon, Meyer
Nays: None
MOTION CARRIED.

Award Bid for Reflective Ceiling Plan Changes/Interior Improvements

Steve Smith presented the bids received for the reflective ceiling plan/interior improvements along with the firm's recommendation. The presentation was organized around work required for the support of the air conditioning project, downsizing of the adult services information desk, display shelving for the Westacres Branch and some public area painting and carpet replacement at a cost of \$67,943.39, which reflects all low bids for the various categories. The staff areas, which involved primarily painting and carpet replacement, amounted to \$54,967.40, which reflects all low bids for the various categories.

MOTION:

MOVE TO AWARD THE BID TO THE LOW BID CONTRACTOR IN EACH CATEGORY FOR BOTH THE PUBLIC/REQUIRED PORTION AND STAFF AREA PORTION OF THE WORK IN THE AMOUNT OF \$122,910.79 TO BE PAID FROM THE CAPITAL IMPROVEMENTS AND AUTOMATION DEVELOPMENT FUND.

Moved: Holtz; Second: Macon

The Board discussed the pros and cons of doing work on the staff areas at this time, when funding has been reduced for the current budget year due to a significant reduction in property tax revenue. Additionally, property tax revenue will be further reduced in the next fiscal year budget. Director Bohrer reported that the Township has just voted to move ahead with the repair of the civic center entranceway drive for which the Library will be required to pay its share. At the same time, Parks and Recreation has expressed an interest in sharing costs to repair the shared driveway that splits the two parking areas, which will be another potential cost to the Library.

Ayes: None
Nays: Holtz, Macon, Osthaus, Meyer, Kravetz
MOTION DEFEATED.

MOTION:

MOVE TO AWARD THE BID TO THE VARIOUS LOW BID CONTRACTORS FOR THE WORK REQUIRED FOR THE AIR CONDITIONING AND ADULT SERVICES DESK DOWNSIZING AND INTERIOR IMPROVEMENTS OF DESIGNATED PUBLIC AREAS IN THE AMOUNT OF \$67,943.39 TO BE PAID FROM THE CAPITAL IMPROVEMENT AND AUTOMATION DEVELOPMENT FUND.

Moved: Holtz; Second: Macon
Ayes: Holtz, Macon, Osthaus, Meyer, Kravetz
Nays: None

MOTION CARRIED.

MOTION:

MOVE TO CARRY A 10% CONTINGENCY FOR THE PROJECT AND AUTHORIZE DIRECTOR BOHRER TO USE CONTINGENCY TO BE PAID FROM THE CAPITAL IMPROVEMENT AND AUTOMATION DEVELOPMENT FUND FOR UNFORSEEN CIRCUMSTANCES AS NECESSARY.

Moved: Kravetz; Second: Holtz
Ayes: Kravetz, Holtz, Macon, Meyer, Osthaus
Nays: None

MOTION CARRIED.

Mr. Smith reported that a kickoff/coordination meeting will be held with all successful contractors on Wednesday, July 1, 2009 at the Main Library.

The meeting was adjourned at 6:15 p.m.

Carol Kravetz, Secretary