

**Minutes for the
West Bloomfield Township Public Library
Board of Trustees
Special Meeting
March 10, 2008**

Present: **Bordman, Holtz, Kravetz, Osthaus, Macon, Meyer, Bohrer
Thom Barber, TMP Associates
Drew Pennington, TMP Associates
James Hogan, US Construction**

Absent: **None**

Call to Order

President Kravetz called the meeting to order at 5:30 p.m.

Review and Award of Bid for Capital Maintenance Items at Both Facilities

Director Bohrer reported that a review of both the operating budget and the capital improvement and automation fund at this point in time, which is the near the March 31st end of the fiscal year, indicates that funds are available to cover the base bid work and all the alternates. Alternate #12 was not included in the totals because the Library's furniture vendor provided a quote for the table top replacement which was lower than any bid received. Bohrer further reported that the wallpaper on the columns in adult services has been discontinued and a match can't be found at this time. Work on the adult services columns should wait until replacement wallpaper can be found. Only the ten columns in the youth services area of the Main Library, which are painted rather than wallpapered, are included in the totals.

Thom Barber from TMP Associates reviewed the second phase of the bid process which included interviews with the 4 lowest qualified bidders and the post bid addendum which added to and clarified project scope. In particular, the moving of shelving/furnishings for some carpet replacement was clarified, since specific shelf moving equipment must be used. He reviewed the bid numbers received from the four vendors. He indicated that after the interviews and

reference checks that all four bidders and the sub-trades were qualified to do the job. The two low bids were very close, with Frank Rewold the lowest bidder and US Construction the second lowest. TMP's recommendation was to go with the lowest bidder, since all firms were well qualified. Board members asked follow-up questions regarding moving shelving, ability to meet schedule, sub-trades, supervision of project, project personnel and previous experience.

John Hogan from US Construction was present and made comments regarding his firm's qualification, including the fact that his firm was located in West Bloomfield, well qualified to do the work and had solid numbers in his bids.

Director Bohrer indicated that she felt comfortable with TMP's recommendation, since the low bidder Frank Rewold and Son had done previous work for the Library, having built both facilities.

There was discussion regarding the narrow margin between the two low bidders. There was also discussion regarding selecting low bid vs. a company that was located in West Bloomfield.

MOTION:

MOVE TO AWARD THE BID FOR CAPITAL MAINTENANCE ITEMS AT BOTH FACILITIES TO US CONSTRUCTION IN THE AMOUNT OF \$394,785.00 TO BE PAID FROM THE CAPITAL IMPROVEMENT FUND.

Moved: Osthau; Second: Bordman
Ayes: Osthau, Bordman
Nays: Kravetz, Holtz, Macon, Meyer

MOTION FAILED.

MOTION:

MOVE TO AWARD THE BID FOR CAPITAL MAINTENANCE ITEMS AT BOTH FACILITIES TO LOW BIDDER FRANK REWOLD & SON IN THE AMOUNT OF \$393,581 TO BE PAID FROM THE CAPITAL IMPROVEMENT FUND.

Moved: Meyer; Second: Holtz
Ayes: Meyer, Holtz, Macon, Kravetz
Nays: Bordman, Osthau

MOTION CARRIED.

The Library Board thanked the representatives from TMP Associates for their handling of the bid process. Thom Barber discussed the next steps in the process, including a confirmation letter to be sent to the successful bidder. It is also necessary to set up a meeting with the successful bidder to go over the project's schedule and contract. Director Bohrer will send the appropriate letter. An AIA contract will be put together by TMP. TMP will monitor the project and sign off on completed work prior to payment by the Library.

The meeting was adjourned at 6:25 p.m.

Wendy Osthaus, Deputy Secretary/Treasurer