

**MINUTES
WAUKESHA PUBLIC LIBRARY BOARD
Building Committee Meeting
Thursday, May 13, 2021 415PM
Virtual Meeting Conducted Via Zoom**

Members Present: Trustees S. Ammerman, E. Helgestad, P. Kasprowicz, L. Miller and M. Ryan.

Others Present: Director B. Gay, Technology Manager J. Klima and Finance Analyst C. Braun

1. Call Meeting to Order

The meeting was called to order at 4:15 p.m. by Trustee Kasprowicz

2. Approval of the minutes for October 7, 2020

Trustee Helgestad moved to approve the minutes for October 7, 2020 as presented. Trustee Ryan seconded; motion carried unanimously.

3. New Business

A. Discussion/recommendation regarding first-floor renovation contract approval

Director Gay reported at the May 4, 2021 Common Council meeting they approved the bid with Absolute Construction Enterprises, Inc. for the Library Renovation at a cost of \$3,230,400. We have budgeted \$4,700,000. Absolute Construction was the lowest bid. He reviewed the bid document the Common Council used for making their decision. It included add or deduct alternatives which included: Alternative 1: To deduct new carpet costs for the entire first floor. We will instead carpet everything because of the low bid, with the exception of the Teen Zone. Alternative 2: To add new internally lit exterior signage. Alternative 3: To add the installation of an aluminum soffit instead of a wood soffit underneath the horizontal panels. Alternative 4: To add improved interior lighting in new media area. Alternative 5: To add colored exterior lighting. A total of \$5.245 million is available for this project, which includes Capital contributions, private contributions, and Park & Recs. contribution. We are roughly \$1.4M under budget. The construction bid does not include architect design fees, FF&E (furniture, fixtures, and equipment) costs, or costs for moving shelves. We do not yet have the breakdown of costs for the Parks portion of the project compared to the Library portion.

Trustees Kasprowicz moved to approve the bid with Absolute Construction for \$3,230,400, Trustee Ryan seconded; the Committee clarified the amount included the Park & Rec. bathroom portion and also the estimated cost of moving shelves. They discussed having an hourly rate from the moving bids as they do not have an exact time frame yet. Our available budget is \$5.2M and the total cost is \$3.8M so, we are under budget. This is the lowest bid and the City has worked with Absolute Construction in the past. The Board discussed if this would reduce the amount of funds we needed to raise, which we didn't know the answer to. **Motion carried with unanimous roll call vote.**

B. Discussion/recommendation front panel image

Director Gay stated there are four images our new graphic artist made up and he wanted to know if adding images to the front panels is something they would like to pursue or not. The first image is a fox on a tree and books. The second image is hands

holding books and the pages flying off and turning into birds. This is the image he likes the best. The third image is spines off books which he really didn't care for as it would hard to choose books everyone is comfortable with. The fourth image is of the panels being lit up. He stated we probably haven't got the image quite right but, would like to know their thoughts on the images and if we should pursue this. The Board discussed the cost as part of the \$3.2M and a decision is needed by June. They were worried the images might be dated. They want something that won't age quickly. The Board members had mixed thoughts on what images they preferred. They agreed they would like to pursue an option of seeing our graphic artist develop a sample image of the fox image that has been tweaked to make it more modern. They would also like to see an image of the original Waukesha Public Library building that is on the new 125th library card.

C. Discussion/recommendation shelf moving request for proposal

Director Gay reported Engineer K. Jelacic put together a document today asking for bids on moving the shelves. We just got received this document, so the Board does not have it. They are asking for bids by May 21, 2021. K. Jelacic has sent it to two movers. Hallet & Coakley. They will need to have equipment to move shelves with the books on them. We are looking for an hourly rate. The city will open the bids and make a recommendation to the Building Committee to approve.

4. Absent any objection the meeting adjourned at 4:45 PM

C. Braun; recorder