

## Building & Grounds Committee Minutes

April 7, 2023 – DRAFT

### Call to Order, Roll Call

Furlong called the meeting to order at 8:00am. Trustees Johnson, Thompson, Rector, and Furlong were all present. Library Director Jenna Diedrich also present.

### Review of Agenda

No agenda changes.

### Approval of January 26, 2023 Minutes

Johnson moved to approve the January 26, 2023 minutes. Rector Seconded.

Vote: Rector-aye, Johnson-aye, Furlong-aye.

Motion carried.

### Discussion and possible action on submitted bids for building exterior

Diedrich presented both bids to the committee. The bid from Berglund Construction (BC) out of Chicago came in at \$198,500.00. The bid from Bi-State Masonry (BSM) out of Rock Island came in at \$124,872.00. Diedrich reminded the committee that public bodies usually go with the lowest bidder, unless the qualifications of a higher bidder better suits the project.

Thompson informed that BSM has done a lot of restoration work in the Millwork District in Dubuque.

Diedrich highlighted that the bid from BSM states, “No provisions for Davis-Bacon or Prevailing Wage Labor Rate Determinations have been included in our proposal unless stated elsewhere.” Diedrich stated the RFB published by the library did state prevailing wage was a requirement. The question to the committee is whether this statement means that prevailing wage is not included.

Thompson said the committee could make a recommendation to the board with a contingency that Diedrich reach out to BSM to inquire about prevailing wage. Thompson says the paragraph that includes this may just be boiler plate language and may actually include prevailing wage.

In reviewing the bids, Thompson does not see a noted benefit to the higher bid from BC as both companies bid exactly to the scope of work in the RFB. Furlong inquired about the previous bidding process and why the board did not approve last year’s bid. Diedrich reminded the committee that only one bid came in and the board did not feel it was financially responsible to award the project to the sole bidder. Furlong also inquired about the budget for the project – if the library has the funds. Diedrich stated the Special Reserve Fund is for capital improvements, such as this, and has the funds needed to cover the project.

Johnson inquired about insurance. BC included insurance info in their bid, BSM did not. Thompson stated this is just the proposal. Insurance will be part of the discussion when figuring out the contract for work. Thompson recommends that the awarded company should include the library on their insurance as an additional insured.

Diedrich inquired about hiring a contractor or architect to oversee the project on behalf of the library. Rector asked if they would be here every day. Thompson said it would be in an advisory role. The contractor or architect could answer questions, approve, or decline any work questions from the company. Thompson suggested Todd Birkel from Hooting Coyote. The City and The Galena Foundation have both utilized his services. This would come at an additional cost, but would be beneficial to the library.

Furlong asked the committee if there was a motion. Rector motioned to recommend BSM for the Exterior Repair Project with the contingency of inquiring whether the pricing includes prevailing wage. Johnson seconded.

Vote: Johnson-aye, Rector-aye, Furlong-aye.

Motion carried.

Items for next agenda

Monitoring of the exterior repair project.

Adjournment at 8:26am

Respectfully submitted,

Jenna Diedrich