CALL TO ORDER

Present: Mr. Buttari, Mr. Monin, Mrs. Petruccio, Mrs. Roche, Mrs. Roseum.

Mr. Mackey arrived at 5:01 pm

Also attending: Mr. Werner, Mr. Linderman, Ms. Simmons, Mr. Johnson, Ms. Mullen

The meeting was called to order by President Roseum at 4:35 p.m.

REVIEW OF SCORING OF PROPOSALS SUBMITTED UNDER THE LIBRARY’S STATEMENT OF QUALIFICATIONS

* Proposals scored by library staff members Rick Werner, Tom Johnson, Eric Linderman, Vicki Simmons, Mollie Burns and Deb Mullen
* Scoring categories were approved previously by the Building Committee; weighting of the categories was previously assigned by the Building Committee
* Presentations by the 3 firms were held on 2/12/16
* All graders saw proposals and presentations
* Board presented with cumulative score of the group
* All references called were listed by the firms
* Scorers were briefed on references in advance of scoring
* Prosecutor consulted regarding staff doing the scoring vs the board and this process was approved by the Prosecutor
* Score presented for each firm is the final weighted score
* Questions from the Board:
  ~ How were some categories scored?
  ~ Did some graders score some categories as 0’s?
  ~ See “Other Discussion”
* All the references spoke very highly of all 3 firms

SUMMARY OF REFERENCE INTERVIEWS
Tom reviewed Fleischman reference 1:
* Cheryl Kuonen from Wickliffe Public Library
  ~ Add on and reuse/repurposing
  ~ 10 firms submitted ($3000 in advertising spent between Plain Dealer and an unnamed architectural trade magazine)
* 1.2 budget
  ~ Final cost came in under budget by $300,000
* Liked the firm
  ~ Like Jason
  ~ Found him to be level headed, responsive, and easy to get hold of
* Karpinski Engineering firm was sub-contractor
* Even though the contract over for 1 ½ years, when new inspector wouldn’t approve the previously approved emergency lighting, Fleischman returned and is designing new lighting at no cost
* Most jobs exceeded time frame; usually furniture or other unforeseen issues not the fault of architect
* Suggestion to set aside additional monies in a fund for changes—ran change orders through that fund
* Good communication
  ~ Held weekly meetings
  ~ Numerous emails, phone calls
* No hourly rate; bid was for the entire project
* Would use again

Tom reviewed Fleischman reference 2:
* Scott Morgan Cuyahoga County Public Library
* Used Fleischman for 8 projects
  ~ 8 mil, 2 mil, 1.4—all renovation projects
* No statement of qualifications as they were previously qualified
* All projects came in within $200,000 below budget
* Described Jason as innovative and his designs as having “usability”
* Did assist in getting general contractor
* CCPL used an Owner’s Rep except for the smallest project in which Fleischman served in that role
  ~ 1-2 mil range like to use the architect as the construction manager
* Delays due to sub-contractors
  ~ Some unforeseen issues caused delays; not Fleischman’s fault
* Remained in budget
* Good communication
  ~ Weekly meetings
* Professional billing
  ~ Timely, but not overly itemized
* Would use again

Rick reviewed HBM reference 1:
* Molly Carver: Belleview PL
* Selected HBM because they had the most experience of the bidders
* Small renovation of Carnegie
  ~ 2.8 mil budget including contingency fund
  ~ Came in slightly under budget
* Peter Bollek was their main contact
* Couple of disputes occurred at the end of the project over additional fees due to change orders
  ~ Ms. Carver had moved on to another library by that point
  ~ When she arrived at Sandusky, they were negotiating with HBM over same issue
* Mostly interior design; accessibility issues resolved, additional circulation
* Good communication
  ~ Weekly meetings; very reachable
* Ran long; took 18 months, but were not HBM’s fault
* HBM GC
* On target with budget; just the disputes at the end
* Good communication
* Billing was fine
* Would use the firm but did have concerns regarding the additional fees at the end

**Rick reviewed HMB reference 2:**
* Tracy Strobel CCPL
* Big new construction: Warrensville and Orange
* Already had statement of qualifications
* Projects ranged from 2-8 million
* All over budget because of changes library wanted to make
* Complimented both HBM and Fleischman for not trying to impose their vision upon the customer
* Architecture and Interior Design services used
* Prepared all bid docs and construction
* CCPL used an Owners Rep for the big projects
* HBM timely where they had control of the issue
* Tried hard to control costs
* Change order process efficient and smooth
* Good communication
* Would they use again
* Least frustrated by HBM
* She commented on Fleischman being used for projects like ours

**Tom reviewed TDA reference 1:**
* Sr. Jacklyn from Notre Dame/Cathedral Latin
* 7300 sq. ft. area gutted and repurposed for a media center
* 4 firms bid; fired the first firm then went to TDA
* TDA previously designed a new gym for them
  ~ TDA not initially chosen because they feared they would be too traditional in school libraries; NDCL wanted more tech
* 1.3 million budget; slightly under budget at 1 million
  ~ Much design prep is given credit for being under budget
  ~ NDCL needed money in hand for changes
* TDA acted as Owner’s Rep
* Project over time due to millwork and furniture, not TDA
  ~ 1 year to completion; slated to be 9-10 months
* No billing issues known
* Would use again
* She thought that there is a big difference between school and public libraries, but TDA could bridge the gap

**Tom reviewed TDA reference 2:**
* Jen S. from Mentor Schools
* Media Ctr
  ~ 2 floor remodel
* 1.43 budget; came in at 1.3 final
  ~ Did need a rebid before process began
* TDA did good job meeting needs and wishes
  ~ Also did a good job paring them down to meet the budget
* Very satisfied
* Helped get General Contractor
  ~ Did have some problems with the General Contractor
  ~ Lowest best qualified—but still had issues
  ~ Would be happy to talk to us about that if we decide to go that route
* Time frame met; had to be ready for school to open
* Found asbestos and made that a separate project
* Some contingency money left; changes minimal
* Good communication
  ~ Weekly meetings, would use again
* Good billing
* Also designed a new building staff uses for various functions

Rick reviewed TDA reference 3:
* Scott Beatty Dalton Local Schools
* New building and library
* Budget of 27 million; final amount very close to budget
  ~ Ohio school facilities process, so some things architect could not do
  ~ General Contractor controlled by state facilities process
* Good communication
  ~ Biweekly meetings
* Architecture and Interior Design
* Time frame met yes and no; General Contractor at fault for most delays
* Controlled costs; set maximums in the school process very controlled
* Assisted with change order process
* Good communication
* No problem with billing/invoicing
* First consideration in future
* Abby T and Cynthia very nice job
* Did agree that public library would be quite different than school

Other Discussion
* We seem to be most similar to WKPL and CCPL in terms of renovation
* All scored individually; not in a group
* Concerns with the use of 0’s or negative numbers
  ~ Assigned to recalibrate using 1 as the lowest score only, none will have an
    impact on the final standings.
* Although HBM is 2nd place on paper, significant concerns with them
  ~ Holzheimmer took away our Carnegie look in the ‘90’s
  ~ Difficulties experienced in last project with them
* Follow up bldg. committee meeting to standardize the scoring
RESOLUTION TO AUTHORIZE THE DIRECTOR TO NEGOTIATE A CONTRACT WITH RICHARD FLEISCHMAN + PARTNERS ARCHITECTS FOR DESIGN SERVICES FOR THE RENOVATION OF THE WILLOWICK AND WILLOUGHBY LIBRARIES

RESOLUTION 23-16
Mr. Mackey moved and Mrs. Petruccio seconded that the Board approve the Resolution and to enter into contractual discussions with Richard Fleischman + Partners Architects for design services for the renovation of the Willoughby and Willowick Libraries.

On roll call the following vote was cast: Mr. Buttari “Yes”, Mr. Mackey “Yes”, Mr. Monin “Yes”, Mrs. Petruccio “Yes”, Mrs. Roche “Yes”, Mrs. Roseum “Yes”. Motion Carried.

ADJOURNMENT

MOTION 24-16
Mrs. Petruccio moved and Mr. Mackey seconded that the Board adjourn the meeting at 6:00 pm.

On roll call the following vote was cast: All Ayes. Motion carried.

Respectfully submitted,

____________________________________  ___________________________________
Board President                  Board Secretary