



Facilities Committee

Tuesday, June 3, 2008, 6:30pm

Meeting Room, Library Lower Level

Minutes

The meeting was called to order at 6:30pm by Chairman Bob Shutack.

Attending: Chairman Bob Shutack, Trustee Jack Fredrickson, Trustee Jeff Finlay, Executive Director Lynn Elam, Assistant Director Tiffany Auxier, Owner's Representative Phil Wade

HVAC Improvements – Prequalified Bidder Recommendations:

Chairman Shutack requested from Owner's Representative Wade a review of proposed project dates based on the CS2 Design Group proposal. Hearing the timeline of activities, he advised the committee that a special board meeting would need to be scheduled to approve bids and begin the replacement project.

Trustee Jeff Finlay questioned the language of one of the bidding documents and asked Wade to obtain clarification from CS2 Design Group.

Wade provided an overview of the contractors who submitted pre-qualifications for the HVAC project. Five contractors submitted prequalification documents: Amber Mechanical Contractors Inc., Hill Mechanical Group, Oak Brook Mechanical Services, Inc., Premier Mechanical, Inc., and Voris Mechanical Inc.

Wade reported that Voris Mechanical's documents were incomplete and the firm was unknown to the library's engineers. Following discussion and review of the other firm's responses, Wade proposed that the committee disqualify Voris based on an incomplete submittal. The committee directed Wade to notify CS2 to proceed with sending bid documents' to the remaining four qualified firms.

Director Elam remarked that the library should be considering the most efficient system and asked for clarification that the current design would carry the library forward in an environmentally responsible manner. Wade remarked that the proposed system would be measurably better and would meet current HVAC standards for efficiency. The committee briefly discussed comparing the energy

usage of the current system before the renovation project and one year after installation of the new proposed system.

There being no further business before the committee, the meeting was adjourned at 7:00pm