

Minutes
Sherborn Library Board of Trustees
October 3, 2016

Present: Library Director Elizabeth Johnston, Chairwoman Mary Moore, Stacey Brandon, Brian Connolly, Chris Kenney, Jim Murphy, Hank Rauch, Jennifer Searle
Also present: Abby Fiske

Call to Order:

The meeting was called to order by Chairwoman Moore at 7:01 P.M.

House Subcommittee: Chris Kenney (CK)

75% estimate came in at \$6,764,907 construction costs, a slight increase of 49K over the DDS estimate. 75% estimate should be the midpoint of the bids. Beacon went back, worked with A.M. Fogarty and made some adjustments to lower costs from the initial 75% estimate.

Light fixtures were adjusted to mid option for \$40K savings.

Glass replacement in existing building evaluated. Large panes of glass will be replaced. Needs to be done to restore proper functionality anyhow. New insulated glass frames will fix this. Small slit windows can remain, they do not have the deflection issue that is impacting the larger panes. \$28K savings from this.

Some condenser units moved to the roof next to other equipment from prior location near the new generator. Others will move to the existing fenced area along the wall adjacent to Sanger Street where there is existing screening for chiller. Savings is from shortening the length of pipe to the building. \$34K.

Total savings from these three adjustments of \$102K.

CK discussed the bid order procedures for the state and how they have to be bid in order. He then reviewed all of the add alternates that were considered, with all but one discarded.

- Alternate 1 for repairing the existing roof was retained. There is a strong desire to find a way to fund this if bids come in that can accommodate it. Underlayment under the existing clay tile needs to be replaced. All of the key spots that are areas of concern today will be taken care of like around windows and other areas that have had issues, but the add alternate would restore 100%.
- Alternate 2 was a green roof which was nixed due to low value and small size with many pieces of equipment taking up some of that space anyhow.
- Alternate 3 was a brick option on the lower portion of addition.
- Alternate 4 was upper cladding portion to cedar from brick, but this has been incorporated into the design so not needed as an alternate. The Trustees discussed how the decision was made on these options and the LBC thought process, which has been thorough and well thought out.
- Alternate 5 was a screen on the gable end to filter light, LBC decided not to carry this item and to manage the sunlight issue with screens or films.
- Alternate 6 was for the generator increase from 125 kW to 300 kW, this is a Town decision in terms of the need for a full shelter capacity.

The Trustees reviewed the Project Budget as of September 30, 2016 as updated with the above noted changes to reduce the prior 75% cost estimate by \$102K. As an offset to the remaining \$50K that was not covered by the adjustments, the project contingency was decreased to \$110K. There are two projected credits that have not been included but could lower the net project cost; MBLC green design incentive of \$72.6K and Eversource incentive of \$40.5K.

We continue to note that all major landscaping will need to be done post-project. There are some endowment funds that could help support this open need to put the finishing touches on the project. All of the structural landscaping "hardscape" is included in the project, what remains is the "softscape". The Trustees also discussed the need to make sure we are fully prepared from a technology standpoint. The plan does include all of the wiring and hard infrastructure necessary to support technology, but like the landscaping there will need to be additional investment in audio, video, computer and other electronic equipment to finish it off, which is not included in the project budget to be bid. These items are best added over time once there is a chance to use the new and renovated space so that we can make choices based on actual usage patterns and experience. There has been a tremendous amount of time spent on making sure we have the proper servers, wiring, power outlets, etc. to support the Libraries' long-term technology goals. Additionally, there was a discussion of some interior design decisions for the walls and floors that need to be included in the base bid. This included ways to incorporate green materials and a modern look and feel to the design.

After a thorough discussion and review of the updated 75% budget as of September 30, 2016, the Trustees voted unanimously to approve the LBC recommendation to accept this budget and to have one add alternate for full roof replacement.

After the vote CK reviewed the timeline. We will need to add another week for Beacon to work with a cladding expert to refine details related to the area where the new and existing roofs meet so that this is clear for the bid package. Filed sub bids due 11/9, General bid 11/22, Contract award targeted for first week of December.

Other Business:

Stacey Brandon (SB) has been approached by the Sherborn Business Association. They are looking for something they could support that is a physical, visible item for the project. The Trustees discussed how to approach this ask, what might be appropriate and how to recognize this kind of gift. SB will reach out to Steve Borgeson for his thoughts on this.

Grant for the website was received for \$20K. The grant will be available in November and we have a year to use the funds. Timing is perfect to line up with the project. We have a lead candidate to develop the new website who has experience with developing other library websites. Great support from the Friends to go after this award was noted.

The Trustees adjourned at 8:23 P.M.

Next Trustees' meeting scheduled for October 18, 7:30 P.M. at Sherborn Town Hall

Respectfully Submitted,
Hank Rauch
Recording Secretary

Materials Distributed at the Meeting:

1. Agenda for October 3, 2016
2. Project Budget as of September 30, 2016
3. Project Timeline as of September 30, 2016
4. 75% Construction Documents Grand Summary as of September 30, 2016