EVANSTON PUBLIC LIBRARY FACILITIES COMMITTEE MEETING

BOARD MEETING PACKET

WEDNESDAY, MAY 17, 2017

5:30 P.M.

BARBARA FRIEDBERG STORYTELLING ROOM
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES
FACILITIES COMMITTEE
Wednesday, May 17, 2017
5:30 P.M.
Evanston Public Library, Friedberg Storytelling Room, 1703 Orrington Ave.

AGENDA

1. CALL TO ORDER

2. NEW BUSINESS
   - Approval of Phase III North Branch construction Upgrades RFP 17-18
   - Approval of Back Up Electrical Generator Engineering RFP 17-19
   - Underground Garage Phase II (Update – Approval by City Council scheduled for May 22, 2017)

3. ADJOURNMENT

Next Meeting: June 21, 2017 at 5:30 pm

The City of Evanston is committed to ensuring accessibility for all citizens. If an accommodation is needed to participate in this meeting, please contact the Library at 847-448-8650 48 hours in advance of the meeting so that arrangements can be made for the accommodation if possible.
Memorandum

To: Evanston Public Library Board Trustees

From: Karen Danczak Lyons, Library Director  
John Devaney, Facilities Manager

Subject: Approval of Phase III North Branch construction Upgrades RFP 17-18

Date: April 14, 2017

Recommended Action:
Staff recommends the Facilities Committee and the Library Board authorize the Library Director to approve a construction contract with Structures Construction LLC. in the amount of $321,334 for Phase III of the North Branch renovations.  If approved, Staff anticipates work will begin in late May and completion of the job by September 5th, 2017.

Funding Source:
Funding is from the Library Fund, account 187.4862.65515. The 2017 CIP budget for the first phases of the project is $474,000.

Background:
We have completed two prior phases of work at the North Branch renovation to date:
   Phase I: Restroom Renovations - 2014  
   Phase II: HVAC and water main replacement - 2016

During Phase III, the third and final phase, we will complete the following work:
   1) Repair of the masonry
   2) Replace roof and gutters
   3) Replacement of the storefront and vestibule modifications add automatic doors
   4) Replacement of south and east facing windows in the rear
   5) Replacement of rear door
   6) Asbestos tile abatement
   7) Carpet replacement
   8) Install new shelving

The anticipated schedule is as follows:
<table>
<thead>
<tr>
<th>Task</th>
<th>June</th>
<th>July</th>
<th>August</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Masonry repair</td>
<td>Replacement of SE facing windows</td>
<td>Asbestos abatement</td>
</tr>
<tr>
<td></td>
<td>Storefront replacement</td>
<td>Replacement of rear door</td>
<td>Carpet replacement</td>
</tr>
<tr>
<td></td>
<td>Begin roof replacement</td>
<td></td>
<td>Install new shelving</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Electrical work</td>
</tr>
</tbody>
</table>

**Impact to the public:**
During steps 1 through 4, there will be the following impact for the public:

- a) The sidewalk on Central Street in front of the North Branch will be partially blocked.
- b) The parking for staff and volunteers (in the rear) will be unavailable.
- c) The front (North) end of the branch reading room will be blocked off with plywood. This will necessitate a reduction in the seating area available for adult patrons.
- d) The New Books and part of the Mystery collection will be re-arranged on a temporary basis during the construction of the storefront.
- e) The computer bar in the North window will not be available.

*During steps 5 and 6 the North Branch and the book drop will be closed.*
The Branch will close on July 29th, at 6:00 p.m. The Branch will re-open on Tuesday, September 5th, at 10:00 a.m.
The closure is required because the work that is being done is asbestos abatement, and this work has stringent environmental controls that **must** be applied. Therefore the public can **not** be allowed access during this work.

During steps 5 and 6, there will be the following impact for the public:

- a) No materials can be returned or checked out during August.
- b) All patron holds will be picked up at the Main Library.
- c) No programming at the North Branch during August.
- d) The collection at the North Branch will be unavailable to the Evanston Library and the Consortium.

**Improvements for the public:**
While most of the work we are performing will address the building’s structural elements, and therefore not visible to public, there will some visible improvements to the North Branch. Specifically:

1) New carpeting. The current carpeting is old and worn. New carpeting will be welcome.
2) A motorized drop down screen, a daylight ceiling mounted projector, and motorized black out shades for the North storefront will be included. This will greatly enhance the programming capabilities.
3) An expanded Children’s activity area with more room for activities.
4) New furniture for both the adult reading area and the children's activity area.
5) Re-installation of the computer catalog station.
6) Re-upholstery (or replacement) of Children’s Reading chair.
Memorandum

To: Evanston Public Library Board Trustees

From: Karen Danczak Lyons, Library Director
       John Devaney, Facilities Manager

Subject: Approval of Back Up Electrical Generator Engineering RFP 17-19

Date: May 10, 2017

Recommended Action:
Staff recommends the Facilities Committee and the Library Board authorize the Library Director to approve a design contract with Clark-Dietz Inc. in the amount of $45,556.00 for the design phase of provisioning a backup electrical generator for the Main Library located at 1703 Orrington Avenue, Evanston, IL 60201
If approved, Staff anticipates work will begin in early June and completion of the documents by September 2017.

Funding Source:
Funding is from the Library CIP Fund, account 187.48.4862.65515.480009. The 2017 CIP budget for the first phases of the project is $50,000.00.

Background:

Evanston Public Library and the City of Evanston is interested in being able to be fully self-sufficient for electrical power, in the event of an outage in the power grid. There are potential grants that would fund the installation and commissioning of an electrical generator. However, to determine our eligibility, Evanston Public Library needs to fully understand the costs for such an installation. Therefore Evanston Public Library is soliciting professional engineering services for the selection of equipment and the creation of construction drawings, cost estimations, and bid documents for a facility wide electrical back up generator.

Upon completion of this project, Evanston Public Library will be able to plan for funding the installation of a back up electrical generator, and include this capability in the EPL strategic plan.

Evanston Public Library received two responsive bids through the normal City bid process. Clark Dietz, Inc. $45,556.00 and Henneman Engineering Inc. $52,900.00. Both bids include costs of typical reimbursable amounts for a project of this scope.
Memorandum

To: Honorable Mayor and Members of the City Council
   Administration and Public Works Committee

From: Erika Storlie, Deputy City Manager/Administrative Services Director
      Rickey A. Voss, Parking/Fleet Manager

Subject: Approval - Main Library Underground Parking Garage Upgrade Phase 2 2017 (Bid 17-28)

Date: May 04, 2017

Recommended Action:
Staff recommends City Council authorize the City Manager to execute a contract for construction services related to the Main Library Underground Garage Upgrade Phase 2 2017 (Bid 17-28) with Reliable & Associates Construction Company (4106 S. Emerald Avenue, Chicago, IL 60609), in the amount of $198,000.

Funding Source:
Funding is from the Parking Services Fund (Account 505.19.7005.65506.480008). This project is budgeted at $198,000.00 in FY 2017.

Background Information:
This proposal includes furnishing of labor and materials to complete the following work:
- Coat garage floor with traffic bearing polyurethane coating
- Repaint traffic marking to match existing
- Prepare and paint gypsum board soffit
- Floor coat public entrance vestibule
- Replace garage accessories
- New concrete wall for storage area
- Repaint garage walls
- Clean ceiling pipes

In 2013, a comprehensive facility assessment of the Main Library was conducted by architectural firm Wiss, Janney, Elstner Associates Inc. (WJE). WJE noted as a "high priority item (next 1 to 2 years)" that corroded garage floor cleanouts/drains along with spalled and cracked concrete floors be removed/replaced/releveled to address further structural damage. The uneven condition of the garage floor caused pooling of residual salts and liquids that melted off of automobiles; these residuals also accelerated the deterioration of the emergency pedestrian exit doors and frames.
As a result of this assessment report, in 2015 the City sought out an architect to develop first and second phase construction drawings for the garage project. This work was awarded to WJE through the normal bid process. Funding for the architectural services was provided by the 2015 Parking Fund Budget and was approved by the City Council.

Phase 1 was completed in 2016, and remedied the deterioration of the floors and the garage drainage system as identified by WJE.

Phase 2 was publicly bid in Quarter 1, 2017 and final bids were returned on 4/18/2017. What follows is a summary of the bids received:

<table>
<thead>
<tr>
<th>Company Name</th>
<th>City/State</th>
<th>Total Base Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Golf Acquisition Group LLC</td>
<td>Hammond, IN</td>
<td>$272,390.00</td>
</tr>
<tr>
<td>Cruz Brothers Construction Company, Inc.</td>
<td>Chicago, IL</td>
<td>$264,900.00</td>
</tr>
<tr>
<td>Reliable &amp; Associates Construction Company</td>
<td>Chicago, IL</td>
<td>$198,000.00</td>
</tr>
<tr>
<td>G.A. Johnson &amp; Son</td>
<td>Evanston, IL</td>
<td>$284,880.00</td>
</tr>
<tr>
<td>Structures Construction, LLC</td>
<td>Chicago, IL</td>
<td>$309,998.00</td>
</tr>
<tr>
<td>Continental Construction Co., Inc</td>
<td>Evanston, IL</td>
<td>$232,000.00</td>
</tr>
<tr>
<td>Construction Consulting &amp; Disbursement Services</td>
<td>Morton Grove, IL</td>
<td>$249,995.00</td>
</tr>
</tbody>
</table>

Reliable & Associates Construction Company has met the City of Evanston Minority-Owned Business Enterprise requirements.

Staff recommends that Reliable & Associates Construction Company be awarded this work based on their positive references and lowest responsive and responsible bid of $198,000.

**Attachments:**
- Agreement
- Memo on M/W/EBE Compliance, dated