



Baldwin Public Library
Library Board of Directors
Special
Library Board Meeting

August 27, 2018

James W. Suhay, President
Bob Tera, Vice President
Ashley Aidenbaum, Secretary
Melissa Mark
Frank Pisano
David Underdown



Doug Koschik, Library Director

Baldwin Public Library Board Meeting
Monday, August 27, 2018 at 6:00 p.m.
Delos Board Room

Agenda

This is an open meeting. All members of the public are invited to attend.

Call to order, pledge of allegiance, and establishment of a quorum.

- I. Board Committee Reports
 - A. Building Committee (Dave Underdown)
Suggested Resolution: To accept the proposal of Luckenbach Ziegelman Gardner for architectural services for the proposed expansion and renovation of the Baldwin Public Library Youth Room in an amount not to exceed \$161,648, as recommended by the City/Library review panel, and further to recommend that the Birmingham City Commission approve the agreement with Luckenbach Ziegelman Gardner at its September 6, 2018 meeting.
- II. New Business
 - A. 2019 calendar
Suggested motion: To approve the revised 2019 Library calendar as found on page 142 of the August 27, 2018 Board packet
- III. General Public Comment Period

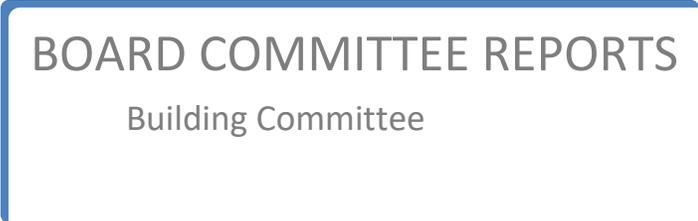
The Library Board values public meetings and welcomes your comments on Library issues. The Board respectfully asks that comments be made as concisely as possible. We welcome your comments but cannot debate items not on the agenda.

- IV. Adjournment

Next regular meeting of Library Board: Monday, September 17, at 7:30 p.m.

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the Library at the number (248) 647-1700 or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta session pública deben ponerse en contacto con la oficina del escribano de la biblioteca en el número (248) 647-1700 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).



BOARD COMMITTEE REPORTS

Building Committee

RECOMMENDATION OF YOUTH ROOM BIDS EVALUATION TEAM

by Doug Koschik

August 24, 2018

On June 26, 2018, the Baldwin Public Library issued, on the Michigan Inter-governmental Trade Network (MITN), a request for proposals (RFP) for architectural services for the Library's proposed Youth Room expansion and renovation. The RFP was for the design development, construction documents, bidding assistance, and construction administration phases of the project. On the submittal deadline—July 30, 2018—the Baldwin Library received two bids in response to the RFP. One was from Daniels and Zermack Architects (DZA)—for \$149,520. The other was from Luckenbach Ziegelman Gardner Architects (LZG)—for \$161,648. LZG also provided cost proposal sheets for the plumbing, electrical and mechanical—as well as structural—engineering.

A Youth Room Bids Evaluation Team was set up to evaluate the two bids. The Evaluation Team consisted of Bruce Johnson, the City of Birmingham's Building Official; Mike Morad, the City's Assistant Building Official; Doug Koschik, Library Director; Rebekah Craft, Associate Library Director; and the three members of the Library's Building Committee—Frank Pisano, Jim Suhay, and Dave Underdown.

Rebekah Craft developed a bid evaluation spreadsheet, based on the RFP. The Evaluation Team accepted it, and each member evaluated the two bids based on that document. The Team determined that both firms were qualified to carry out the project. However, after reviewing each proposal, the Team decided to meet with each proposer to clarify a few points prior to making a decision.

The Evaluation Team then developed a list of follow-up questions for both firms and interviewed the firms in person. This led to clarifications from both firms and a revised cost proposal from DZA.

DZA added \$8,000 to its bid for additional, necessary construction-phase weekly meetings and site visits, beyond the 15 meetings in the firm's original proposal. DZA also added \$14,800 for the specification of furniture, fixtures, and equipment (FFE), which had not been included in the original proposal. That brought DZA's total bid to \$172,320.

In its interview, and afterwards in writing, LZG clarified that its bid of \$161,648 included all engineering consulting costs, the full range of construction-phase meetings, and FFE specification as well.

As a result of these clarifications, LZG's bid ended up being \$10,672 lower than DZA's (\$161,648 compared to \$172,320).

The RFP for this project stated: “The contract will be awarded by the Client to the most responsive and responsible bidder with the lowest price.” Since the Team determined that both DZA and LZG are “responsive and responsible” architectural firms and since LZG’s bid was \$10,672 lower than DZA’s, the Team recommends that the Baldwin Public Library Board of Directors and the Birmingham City Commission award the contract to Luckenbach Ziegelman Gardner Architects (LZG).

Baldwin Public Library

Phase 2 of Long-Range Building Vision: Proposed Youth Room Expansion & Renovation

Presentation to Birmingham City Commission's
Long-Range Planning Session

January 27, 2018

PHASE ONE: Renovate Adult Services

- On time
- Under budget
- Widely praised



PHASE TWO: Expand & Renovate Youth Services

Library presented three-phase long-range building vision to Commission in 2016.

Phase 2 is Youth Room expansion & renovation.

PROGRESS:

- 1) Hired Luckenbach Ziegelman Gardner to do conceptual/schematic design and update cost estimates
- 2) To ensure reliable designs, commissioned:
 - As-built drawings
 - Soil borings
 - Drilling through drywall
 - HVAC analysis
- 3) Gathered input from staff and public:
 - Flip charts at library
 - Community forum
 - Survey

PHASE TWO: Expand & Renovate Youth Services

WHAT WE HEARD:

92% of those surveyed saw the need for a renovation of the Youth room, and 88% expressed support for an expansion.

Youth Room priorities based on community input:

- Easy-to-browse book shelving
- Larger play area
- Comfortable seating
- Expanded story room
- Better lighting & more windows
- More coat racks & stroller storage
- Computers & iPads
- More study tables







PHASE TWO: Details

- Renovate existing space
- Widen hallway leading Youth Room
 - Display cases
 - Large aquarium
 - Room for strollers & backpacks

PHASE TWO: Details

- Make space ADA-compliant:
 - Shelves
 - Furniture
 - Public restrooms (add capacity also)
- Reuse existing shelving, wherever possible
- Buy new furniture & fixtures, carrying forward design features from Adult Services renovation

PHASE TWO: Details

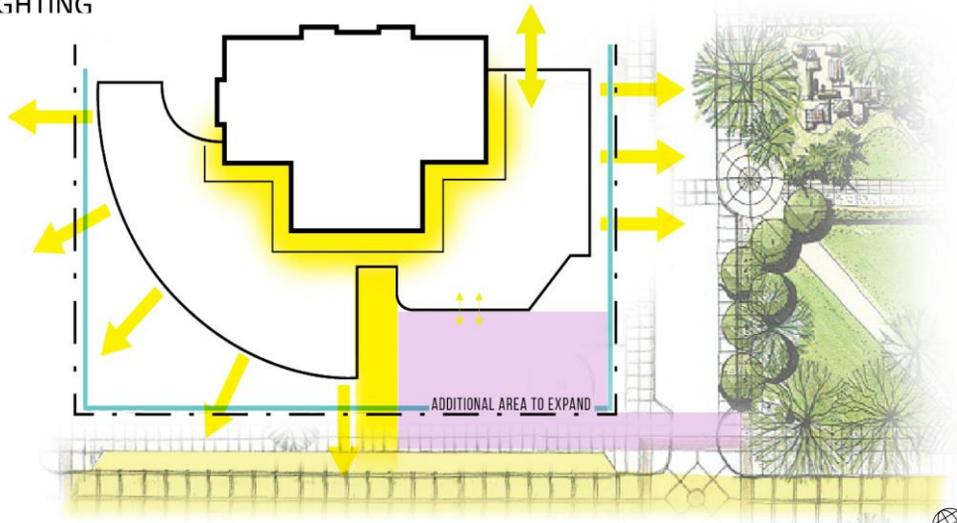
- Honor 1927 building by exposing original brick
- Add youth terrace on north side of building
- Landscape exterior of building to improve connection to Shain Park

PHASE TWO: Details

- Expand 40% toward north, east & southeast:
2,000 square feet
- Increase:
 - Play area – 130%
 - Story room – 160%
 - Seating – 50%
- Clad in heat-and glare-reducing glass from floor to ceiling



SUNLIGHTING



Luckenbach | Ziegelman | Gardner Architects

PHASE TWO: Aerial View



LZG | Swanson Interior Architects

PHASE TWO: Exterior from East



PHASE TWO: Exterior from North



PHASE TWO: Widened Hallway



PHASE TWO: Play Area & Story Room



PHASE TWO: Play Area & Youth Office



PHASE TWO: Picture Book Shelves



PHASE TWO: Computer Area, Exposed Brick



PHASE TWO: Exterior from South



PHASE TWO: Cost Estimates

	<u>In 2018 Dollars</u>	<u>In 2019 Dollars</u>
Construction costs—5,500 sf renovation	\$ 630,000	
Construction costs—2,026 sf expansion	810,000	
Furniture, fixtures, and equipment	400,000	
Architectural and engineering fees	190,000	
Landscaping, incl. terrace and seating	95,000	
Owner’s contingency (5%)	<u>112,000</u>	
Total in 2018 dollars	\$2,236,000	
Total in 2019 dollars, factoring in 5% cost increase		\$2,348,000
Library contribution from fundraising, Trust funds, etc.		<u>-380,000</u>
Contribution from additional Library millage up to the Headlee cap		\$1,968,000
(Additional millage is for three-year period, declining each year.)		

PHASE TWO: Next Steps If Project Proceeds

- Commission approves FY 2018-19 budget
- Library, in conjunction with City, issues RFP for design development, construction drawings, bid assistance & construction administration
- Library Board & City Commission approve architect
- Library Board & City Commission approve design
- City issues RFP for construction
- City Commission approves contractor
- Construction begins summer 2019, ends spring 2020

PHASE THREE: Circulation, Entrance, Plaza

- Last of three phases
- Renovate lobby & Circulation area
- Upgrade entrance
 - Enclose with glass
 - Install street-level doors
 - Re-do stairs
 - Install elevator
 - Put in café
 - Install skylight
- Upgrade plaza, make more people-friendly
- Integrate Library into Shain Park
- Enliven west end of civic campus
- Follow Duany's advice

PHASE THREE: Exterior from South



PHASE THREE: Aerial View



LZG | Swanson Interior Architects

PHASE TWO: Goals

- Strengthen Birmingham's civic center
- Increase value Baldwin delivers to residents
- Respond to public input
- Balance community needs, given limited resources
- Ensure Birmingham remains competitive against other communities with larger & more recently designed Youth Rooms

QUESTIONS & COMMENTS



To: Joe Valentine, City Manager
From: Doug Koschik, Library Director
Date: June 21, 2018
Subject: RFP for Youth Room Design Development, etc.

At its June 18, 2018, meeting, the Baldwin Public Library Board of Directors approved the issuance of a Request for Proposals (RFP) for design development, construction drawings, bidding, and construction administration for the proposed expansion and renovation of the Youth Services section of the Library. Below is the relevant excerpt from the draft minutes of the meeting:

Motion: To approve the issuance of a Request for Proposals (RFP) for design development, construction drawings, bidding, and construction administration, based on a draft, on page 19, for the proposed expansion and renovation of the Youth Services section of the Baldwin Public Library, conditioned on review and approval by the City.

1st Pisano

2nd Mark

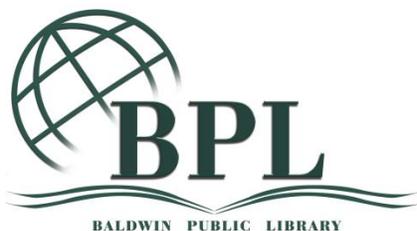
Yeas: Pisano, Underdown, Aidenbaum and Mark.

Nays: None.

Absent and excused: Suhay and Tera.

The motion was approved unanimously.

The Library Board respectfully requests that the Birmingham City Commission now consider the proposed RFP and approve its issuance.



REQUEST FOR PROPOSALS
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

Sealed proposals endorsed **“EXPANSION AND RENOVATION OF YOUTH SERVICES SECTION OF BALDWIN PUBLIC LIBRARY”**, will be received at the Administrative Office of the Baldwin Public Library, 300 West Merrill Street, Birmingham, Michigan, 48009; until 3:30 p.m. on Monday, July 30, 2018, after which time bids will be publicly opened and read.

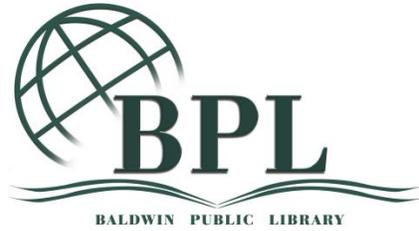
Bidders will be required to attend a mandatory pre-bid meeting on Monday, July 9, 2018, at 2:00 p.m. at the Baldwin Public Library. Bidders must register for the pre-bid meeting by 4:00 on Friday, July 6, 2018, by contacting Associate Library Director Rebekah Craft at rebekah.craft@balwinlib.org.

The Baldwin Public Library, in conjunction with the City of Birmingham, Michigan, is accepting sealed bid proposals from qualified professional firms to carry out design development, construction drawings, provide bid assistance and construction administration for the expansion and renovation of the Services section of the Baldwin Public Library, based on the conceptual/schematic design developed by Luckenbach Ziegelman Gardner. This work must be performed as specified in accordance with the specifications contained in this Request For Proposals (RFP).

The RFP, including the specifications, may be obtained online from the Michigan Inter-governmental Trade Network at <http://www.mitn.info> or at the Baldwin Public Library, 300 West Merrill St., Birmingham, Michigan, ATTENTION: Rebekah Craft, Associate Director.

The acceptance of any proposal made pursuant to this invitation shall not be binding upon the City until an agreement has been executed.

Submitted to MITN:	June 26, 2018
Mandatory Pre-Bid Meeting:	July 9, 2018
Deadline for Submissions:	3:30 p.m. on Monday, July 30, 2018
Contact Person:	Rebekah Craft, Associate Director 300 W Merrill St. Birmingham, MI 48009 Phone: 248.554.4682 Email: rebekah.craft@baldwinlib.org



REQUEST FOR PROPOSALS
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

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INTRODUCTION

For purposes of this request for proposals the City of Birmingham, Michigan (hereby known as “City”) and the Baldwin Public Library (hereby known as “Library”) will be referred to as “Client” and the private firm will hereby be referred to as “Architect.”

The Client is accepting sealed bid proposals from qualified professional firms to provide architectural services to carry out design development, construction drawings, provide bid assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the conceptual/schematic designs of January 27, 2018, included as Attachment E herein. This work must be performed as specified in accordance with the specifications outlined by the Scope of Work contained in this Request For Proposals (RFP).

During the evaluation process, the Client reserves the right, where it may serve the Client’s best interest to request additional information or clarification from proposers, or to allow corrections of errors or omissions. At the discretion of the Client, firms submitting proposals may be requested to make oral presentations as part of the evaluation.

It is anticipated the selection of a firm will be completed by August 13, 2018. An Agreement for services will be required with the selected Architect. A copy of the Agreement is contained herein for reference. Contract services will commence upon execution of the service agreement by the Client.

The Architect will work with the Library on the Design Development and Construction Drawing phases, with the City in a supportive role. The Architect will then work with the City during the Bidding and Construction Administration phases, with the Library in a supportive role.

REQUEST FOR PROPOSALS (RFP)

The purpose of this RFP is to request sealed bid proposals from qualified parties presenting their qualifications, capabilities and costs to provide architectural services to carry out design development, construction drawings, provide bid assistance and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the conceptual/schematic designs of January 27, 2018, included as Attachment E herein.

MANDATORY PRE-BID MEETING

Prior to submitting a bid, interested firms are required to attend a pre-bid meeting to conduct an on-site visit of the location and access to the project location to make inquiries about the RFP. The pre-bid meeting is scheduled for July 9, 2018, at 2:00 p.m. at the Baldwin Public Library.

INVITATION TO SUBMIT A PROPOSAL

Proposals shall be submitted no later than 3:30 p.m. on Monday, July 30, 2018 to:

Baldwin Public Library
Attn: Rebekah Craft
300 W. Merrill St.
Birmingham, Michigan 48009

rebekah.craft@baldwinlib.org

One (1) original and one (1) print copy and one (1) electronic copy, in PDF format, of the proposal shall be submitted. The two print copies of the proposal should be firmly sealed in an envelope, which shall be clearly marked on the outside, **“EXPANSION AND RENOVATION OF YOUTH SERVICES SECTION OF BALDWIN PUBLIC LIBRARY.”** Any proposal received after the due date cannot be accepted and will be rejected and returned, unopened, to the proposer. Proposer may submit more than one proposal provided each proposal meets the functional requirements.

INSTRUCTIONS TO BIDDERS

1. Any and all forms requesting information from the bidder must be completed on the attached forms contained herein (see Architect’s Responsibilities). If more than one bid is submitted, a separate bid proposal form must be used for each.
2. Any request for clarification of this RFP shall be made in writing and delivered to: Rebekah Craft, Associate Director, 300 W. Merrill St., Birmingham, MI 48009 or rebekah.craft@baldwinlib.org. Such request for clarification shall be delivered, in writing, no later than 5 days prior to the deadline for submissions. Any request will be reviewed by the Client, and responses will be shared with all bidders who signed in at the Pre-Bid Meeting.
3. All proposals must be submitted following the RFP format as stated in this document and shall be subject to all requirements of this document including the instruction to respondents and general information sections. All proposals must be regular in every respect and no interlineations, excisions, or special conditions shall be made or included in the RFP format by the respondent.
4. The contract will be awarded by the Client to the most responsive and responsible bidder with the lowest price and the contract will require the completion of the work pursuant to these documents.
5. Each respondent shall include in his or her proposal, in the format requested, the cost of performing the work. Municipalities are exempt from Michigan State Sales and Federal Excise taxes. The Baldwin Public Library is a sub-unit of the City of Birmingham, a tax-exempt municipal government located in Oakland

County. Do not include such taxes in the proposal figure. The Client will furnish the successful company with tax exemption information when requested.

6. Each respondent shall include in their proposal the following information: Firm name, address, city, state, zip code, telephone number, and fax number. The company shall also provide the name, address, telephone number and e-mail address of an individual in their organization to whom notices and inquiries by the City and Library should be directed as part of their proposal.

EVALUATION PROCEDURE AND CRITERIA

The evaluation panel will consist of members of the Baldwin Public Library Board of Directors and any other person(s) designated by the City who will evaluate the proposals based on, but not limited to 1) the ability to provide services as outlined, 2) related experience with similar projects, Architect background, and personnel qualifications, 3) quality of materials proposed, 4) overall costs, and 5) references. This review will consider the following criteria:

1. Experience and qualifications of the proposed team members, including interior design staff and partners, who will be assigned to the Project.
2. Experience and demonstrated ability in the design of libraries and similar public projects, with priority given to experience and ability in the design of libraries.
3. Demonstrated understanding of the expectations of Birmingham and/or similar communities that place high value on aesthetics of public spaces, as well as an understanding of the importance of the Library as part of Birmingham's civic center.
4. Bid price for design development, preparation of construction documents, bidding assistance, and construction administration for the project.
5. Demonstrated performance in execution of projects on time and within budget.
6. Quality and completeness of proposal.

TERMS AND CONDITIONS

1. The Client reserves the right to reject any or all proposals received, waive informalities, or accept any proposal, in whole or in part, it deems best. The Client reserves the right to award the contract to the next most qualified Architect if the successful Architect does not execute a contract within ten (10) business days after the award of the proposal.
2. The Client reserves the right to request clarification of information submitted and to request additional information of one or more Architects.

3. The Client reserves the right to terminate the contract at its discretion should it be determined that the services provided do not meet the specifications contained herein. The Client may terminate this Agreement at any point in the process upon notice to Architect sufficient to indicate the Client's desire to do so. In the case of such a stoppage, the Client agrees to pay Architect for services rendered to the time of notice, subject to the contract maximum amount.
4. Any proposal may be withdrawn up until the date and time set above for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the services set forth in the proposal.
5. The cost of preparing and submitting a proposal is the responsibility of the Architect and shall not be chargeable in any manner to the Client.
6. Payment will be made within thirty (30) days after invoice has been accepted by the Client. Acceptance by the Client is defined as authorization by the designated Client representative to this project that all the criteria requested under the Scope of Work contained herein have been provided. Invoices are to be rendered each month following the date of execution of an Agreement with the Client.
7. The Architect will not exceed the timelines established for the completion of this project.
8. The successful bidder shall enter into and will execute the contract as set forth and attached as Attachment A.
9. The Client will own the final designs and documents prepared by the Architect as part of this RFP.

ARCHITECT'S RESPONSIBILITIES

Each bidder shall provide the following as part of their proposal:

1. All completed and signed forms requested for completion within this RFP.
 - a. Bidder's Agreement (Attachment B)
 - b. Cost Proposal (Attachment C)
 - c. Iran Sanctions Act Vendor Certification Form (Attachment D)
 - d. Agreement (Attachment A - **only if selected by the Client**).
2. Provide a description of completed projects (including library projects) that demonstrate the firm's ability to complete projects of similar scope, size, and purposed, and in a timely manner, and within budget.

3. Include a statement of design philosophy, especially in regards to public libraries in the 21st century.
4. Provide a description of the firm, including resumes and professional qualifications of the principals involved in administering the project, as well as all others associated with the firm that are assigned to the project and include names, titles, phone numbers, email addresses and assigned role for the project.
5. Provide a list of sub-architects and their qualifications, which include names, titles, phone numbers, email addresses and their respective role in this project as applicable.
6. Any changes in the staff members assigned to the project (principals, staff and/or others) shall be communicated to the Client in writing within two (2) business days.
7. Provide three (3) client references from past projects, include name of contact, title, and current phone number. At least two (2) of the client references should be for projects of a similar size and scope for a municipal client.
8. Provide a project timeline addressing each section within the Scope of Work and a description of the overall project approach. Include a statement that the Architect will be available according to the proposed timeline.
9. The Architect will be responsible for any changes necessary for the plans to be approved by the Client.

CLIENT RESPONSIBILITIES

1. The Client will provide a designated representative to work with the Architect to coordinate both the Client and the Architect's efforts and to inspect and verify any work performed by the Architect. During the design development and creation of construction document phase, the lead agency will be the Library, and during the bidding and construction administration phase, the lead agency will be the City.
2. The Library will provide access to the building during regular business hours.

SETTLEMENT OF DISPUTES

The successful bidder agrees to certain dispute resolution avenues/limitations. Please refer to paragraph 17 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

INSURANCE

The successful bidder is required to procure and maintain certain types of insurances. Please refer to paragraph 12 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONTINUATION OF COVERAGE

The Architect also agrees to provide all insurance coverages as specified. Upon failure of the Architect to obtain or maintain such insurance coverage for the term of the agreement, the City and Library may, at their option, purchase such coverage and subtract the cost of obtaining such coverage from the contract amount. In obtaining such coverage, the Client shall have no obligation to procure the most cost effective coverage but may contract with any insurer for such coverage.

EXECUTION OF CONTRACT

The bidder whose proposal is accepted shall be required to execute the contract and to furnish all insurance coverages as specified within ten (10) days after receiving notice of such acceptance. Any contract awarded pursuant to any bid shall not be binding upon the Client until a written contract has been executed by both parties. Failure or refusal to execute the contract shall be considered an abandonment of all rights and interest in the award and the contract may be awarded to another. The successful bidder agrees to enter into and will execute the contract as set forth and attached as Attachment A.

INDEMNIFICATION

The successful bidder agrees to indemnify the City and the Library and various associated persons. Please refer to paragraph 13 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONFLICT OF INTEREST

The successful bidder is subject to certain conflict of interest requirements/restrictions. Please refer to paragraph 14 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

EXAMINATION OF PROPOSAL MATERIALS

The submission of a proposal shall be deemed a representation and warranty by the Architect that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. Statistical information which may be contained in the RFP or any addendum thereto is for informational purposes only.

PROJECT TIMELINE

1. Mandatory pre-bid meeting will be held at the Library on Monday, July 9, 2018, at 2:00 p.m.
2. Proposals will be submitted by 3:30 p.m. on Monday, July 30, 2018

3. The Library Board will recommend the successful candidate to the Birmingham City Commission, which will make the final decision to execute an agreement at its regularly scheduled meeting on August 13, 2018.
4. Architect will have the Design Development and Construction Document elements outlined in the Scope of Work section of this RFP completed by December 20, 2018.
5. The Bidding and Construction Administration phases will occur only after funding for the Project has been confirmed.

The Architect will not exceed the timelines established for the completion of this project.

SCOPE OF WORK

The Architect shall perform the following services in accordance with the requirements as defined herein.

Overview

The Baldwin Public Library—located at 300 West Merrill in downtown Birmingham—was built in 1927, with major additions completed in 1960 and 1982. The original building was designed by Marcus Burrowes; the 1960 addition was designed by Linn Smith; and the 1982 building was designed by Gunnar Birkerts.

The main purpose of this RFP is to secure design development, construction drawings, bidding assistance, and construction administration services for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on a concept plan previously developed. That design is detailed in Attachment E.

Program Confirmation

- 1) Assist Library in determination of responsibilities, procedures, and schedule requirements. The Architect will be responsible for documentation of all meetings associated with the Project.
- 2) Review existing studies, space programming, layouts and designs provided by Library with regard to the Scope of Work of the project. Provide early advice to the Library on possible changes to the objectives to assure feasibility, quality, meeting cost budget, and minimizing reductions in service during construction.

- 3) Confirm with Library the professional fees and the schedule.

PHASE 1

Design Development

- 1) Based on the conceptual/schematic designs of January 27, 2018, develop Design Development Documents for the Library's approval. The process will include meetings with Library staff to hear their opinions, meetings with Library administration and the Library Board Building Committee, and a presentation to the Library Board.
- 2) The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents—including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems—to fix and describe the size and character of the Project as to architectural; interior design; structural, mechanical, and electrical systems; and landscaping (children's terrace, children's garden, landscaping along Bates Street, etc.)—including lighting, acoustics, and internal materials and finishes--and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.
- 3) The Architect shall update cost estimates (including a line-by-line breakout of all fees, architectural costs, construction costs, furnishings, shelving, technology, and construction and design contingencies) and submit them to the Library.
- 4) The Architect shall update the project phasing plan and construction timeline and submit those to the Library.
- 5) The Architect shall provide renderings of internal and external features suitable for public viewing and preliminary code compliance review by the City's Building Department.
- 6) The Architect shall ensure that all proposed work—including mechanical and electrical—will not compromise possible future modifications and additions to the building.

- 7) The Library will determine, in consultation with the Architect, if a library planning consultant is needed and, if so, the extent of the involvement.

Construction Documents

- 1) Construction documents shall include, but not be limited to, detailed civil, architectural, engineering, and shop drawings for the construction of this project.
- 2) Based on the Library's approval of the Design Development Documents and the Library's authorization of any adjustments in the Project requirements and the budget for the cost of work, the Architect shall prepare Construction Documents for the Library's approval.
- 3) The process will include meetings with Library staff, the Library Board Building Committee and the City's Building Department.
- 4) The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of drawings, specifications, and structural calculations, setting forth in detail the quality levels of materials and systems. Any and all terms and conditions associated with construction documents will be subject to the review and approval of the City.
- 5) The Architect shall provide 4 sets of the completed construction documents to the City's Building Department for code compliance review.
- 6) The Architect shall make any necessary updates to the cost estimates.
- 7) The Architect shall ensure that all work proposed—including mechanical and electrical—will not compromise possible future modifications and additions to the building.
- 8) Design Development and Construction Documents shall be completed by December 20, 2018.

PHASE 2

Bidding Assistance

1. The Architect, following the approval of the Construction Documents and the latest preliminary cost estimate of construction cost, shall assist the Client in obtaining bids and shall assist in the bidding process by:
 - a) Assisting the Client in the preparation of the Architectural specifications for the City's bid documents.
 - b) Assisting the Client by participating in a mandatory pre-bid meeting with bidders for construction.
 - c) Assisting the Client in the preparation of responses to questions from the prospective bidders and providing clarifications and interpretations of the bidding specification documents to all prospective bidders in the form of addenda.
 - d) Assist in the evaluation of bids for the selection of a construction contractor.

Construction Administration

1. The Architect shall assist the City in providing administration of the construction project. The Architect's responsibility to provide assistance under this section of the Scope of Work shall commence upon the award of the initial contract for construction and terminates upon the payment of the final payment to the construction contractor.
2. The Architect shall be a representative of and shall advise and consult with the City during the administration of the contract for construction. The Architect shall regularly advise and consult with the City during the construction phase.
3. The Architect shall visit the site and may be accompanied by a representative of the City's Building Department at intervals appropriate to the stage of construction, or as otherwise agreed by the City and Architect, (1) to become generally familiar with and to keep the City informed about the progress and quality of the portion of the work completed, (2) to endeavor to guard the City against defects and deficiencies in the work, and (3) to determine in general if the work is being performed in a manner indicating that the work, when fully completed, will be in accordance with the contract documents. However, the Architect shall not be required to make exhaustive continuous on-site inspections to check the quality or quantity of work. The Architect shall neither have control over or charge of, not be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work.

4. The Architect shall report to the City all known deviations from the contract documents and from the most recent construction schedule submitted by the construction contractor. However, the Architect shall not be responsible for the construction contractor's failure to perform work in accordance with the requirements of the contract documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of and shall not be responsible for acts or omissions of the construction contractor, subcontractors, or their agents or employees, or of any acts of any other persons or entities performing portions of the work.
5. The Architect shall, at times outlined in this RFP, have access to the construction site to facilitate its visits.
6. Except for code compliance or permit related issues as deemed necessary by the City, the Architect shall serve as the primary contact in communicating with the construction contractor concerning matters arising out of or relating to the construction documents. Communications by and with the Architect's consultants shall be through the Architect.
7. The Architect has the authority to reject work that does not conform to the contract documents, following consultation with the City.
8. The Architect shall review and respond to requests for information about the contract documents.
9. The Architect shall maintain a record of submittals and copies of submittals supplied by the construction contractor.
10. The Architect may authorize minor changes in the work that are consistent with the intent of the contract documents and do not involve an adjustment in the contract sum or an extension of the contract time, upon review and approval by the City and Library.
11. The Architect shall conduct inspections to determine the date or dates of substantial completion and the date of final completion.
12. The Architect shall prepare change orders and construction change directives, with supporting documentation and data if deemed necessary by the City for the City's approval and execution in accordance with the construction documents.
13. The Architect shall review and certify the amounts due the construction contractor to the designated City representative.

ATTACHMENT A - AGREEMENT
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

This AGREEMENT, made this _____ day of _____, 2018, by and between CITY OF BIRMINGHAM, having its principal office at 151 Martin Street, Birmingham MI (hereinafter sometimes called "City/Library"), and _____, Inc., having its principal office at _____ (hereinafter called "Architect"), provides as follows:

WITNESSETH:

WHEREAS, the City of Birmingham, in conjunction with the Baldwin Public Library, is desirous of having work completed to perform design development, creation of construction drawings, provide bidding assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the approved concept plan of January 27, 2018.

WHEREAS, the City/Library has heretofore advertised for bids for the procurement and performance of services required to perform design development, creation of construction drawings, provide bidding assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the approved conceptual/schematic designs of January 27, 2018, and in connection therewith has prepared a request for sealed proposals ("RFP"), which includes certain instructions to bidders, specifications, terms and conditions.

WHEREAS, the Architect has professional qualifications that meet the project requirements and has made a bid in accordance with such request for cost proposals to perform design development, creation of construction drawings, provide bidding assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the approved conceptual/schematic designs of January 27, 2018.

NOW, THEREFORE, for and in consideration of the respective agreements and undertakings herein contained, the parties agree as follows:

1. It is mutually agreed by and between the parties that the documents consisting of the Request for Proposal to perform design development, creation of construction drawings, provide bidding assistance, and construction administration for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on the approved conceptual/schematic designs of January 27, 2018, and the Architect's cost proposal dated _____, 2018 shall be incorporated herein by reference and

shall become a part of this Agreement, and shall be binding upon both parties hereto. If any of the documents are in conflict with one another, this Agreement shall take precedence, then the RFP.

2. The City/Library shall pay the Architect for the performance of this Agreement in an amount not to exceed _____, as set forth in the Architect's _____, 2018 cost proposal.

3. This Agreement shall commence upon execution by both parties, unless the City/Library exercises its option to terminate the Agreement in accordance with the Request for Proposals.

4. The Architect shall employ personnel of good moral character and fitness in performing all services under this Agreement.

5. The Architect and the City/Library agree that the Architect is acting as an independent Architect with respect to the Architect's role in providing services to the City and Library pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Architect nor its employees shall be construed as employees of the City or Library. Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the City/Library nor the Architect shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Architect shall not be entitled or eligible to participate in any benefits or privileges given or extended by the City/Library, or be deemed an employee of the City/Library for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation or any other employer contributions on behalf of the City/Library.

6. The Architect acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Architect recognizes that unauthorized exposure of such confidential or proprietary information could irreparably damage the City/Library. Therefore, the Architect agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Architect shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Architect further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

7. This Agreement shall be governed by and performed, interpreted and enforced in accordance with the laws of the State of Michigan. The Architect agrees to perform all

services provided for in this Agreement in accordance with and in full compliance with all local, state and federal laws and regulations.

8. If any provision of this Agreement is declared invalid, illegal or unenforceable, such provision shall be severed from this Agreement and all other provisions shall remain in full force and effect.

9. This Agreement shall be binding upon the successors and assigns of the parties hereto, but no such assignment shall be made by the Architect without the prior written consent of the City/Library. Any attempt at assignment without prior written consent shall be void and of no effect.

10. The Architect agrees that neither it nor its subcontractors will discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight or marital status. The Architect shall inform the City/Library of all claims or suits asserted against it by the Architect's employees who work pursuant to this Agreement. The Architect shall provide the City/Library with periodic status reports concerning all such claims or suits, at intervals established by the City/Library.

11. The Architect shall not commence work under this Agreement until it has, at its sole expense, obtained the insurance required under this paragraph. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with carriers acceptable to the City of Birmingham.

12. The Architect shall maintain during the life of this Agreement the types of insurance coverage and minimum limits as set forth below:

- A. Workers' Compensation Insurance: Architect shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- B. Commercial General Liability Insurance: Architect shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Architects Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.
- C. Motor Vehicle Liability: Architect shall procure and maintain during the life of this Agreement Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than \$1,000,000 per occurrence

combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

- D. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be *Additional Insureds*: The City of Birmingham and the Baldwin Public Library, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage by primary, contributing or excess.
- E. Professional Liability: Professional liability insurance with limits of not less than \$1,000,000 per claim if Architect will provide services that are customarily subject to this type of coverage.
- F. Pollution Liability Insurance: Architect shall procure and maintain during the life of this Agreement, Pollution Liability Insurance, with limits of liability of not less than \$1,000,000, per occurrence preferred, but claims made accepted.
- G. Owners Architects Protective Liability: The Architect shall procure and maintain during the life this contract, an Owners Architects Protective Liability Policy with limits of liability not less than \$3,000,000 per occurrence, combined single limit, Personal Injury, Bodily Injury and Property Damage. The City of Birmingham and the Baldwin Public Library shall be "Name Insured" on said coverage. Thirty (30) days Notice of Cancellation shall apply to this policy.
- H. Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance (and Professional Liability Insurance, if applicable), as described above, shall include an endorsement stating the following: "Thirty (30) days Advance Written Notice of Cancellation or Non-Renewal, shall be sent to: Finance Director, City of Birmingham, PO Box 3001, 151 Martin Street, Birmingham, MI 48012-3001.
- I. Proof of Insurance Coverage: Architect shall provide the City of Birmingham, at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City of Birmingham, as listed below.
 - 1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance;
 - 2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
 - 3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;

- 4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance;
- 5) If so requested, Certified Copies of all policies mentioned above will be furnished.

J. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Architect shall deliver renewal certificates and/or policies to the City of Birmingham at least (10) days prior to the expiration date.

K. Maintaining Insurance: Upon failure of the Architect to obtain or maintain such insurance coverage for the term of the Agreement, the City of Birmingham may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the Agreement amount. In obtaining such coverage, the City of Birmingham shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

13. To the fullest extent permitted by law, the Architect and any entity or person for whom the Architect is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Birmingham and the Baldwin Public Library, their elected and appointed officials, employees and volunteers and others working on behalf of the City/Library against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Birmingham and the Baldwin Public Library, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Birmingham and the Baldwin Public Library, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this Agreement. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of its elected or appointed officials, employees, volunteers or others working on behalf of the City/Library.

14. If, after the effective date of this Agreement, any official of the City or Library, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Architect, the City/Library shall have the right to terminate this Agreement without further liability to the Architect if the disqualification has not been removed within thirty (30) days after the City or Library has given the Architect notice of the disqualifying interest. Ownership of less than one percent (1%) of the stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.

15. If Architect fails to perform its obligations hereunder, the City/Library may take any and all remedial actions provided by the general specifications or otherwise permitted by law.

16. All notices required to be sent pursuant to this Agreement shall be mailed to the following addresses:

For the City:

For the Library:

For the Architect:

City of Birmingham
Attn: City Manager
151 Martin Street
Birmingham, MI 48009

Baldwin Public Library
Attn: Library Director
300 West Merrill St.
Birmingham, MI 48009

17. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL§600.5001 et. seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in the Oakland County Circuit Court or the 48th District Court.

18. FAIR PROCUREMENT OPPORTUNITY: Procurement for the City/Library will be handled in a manner providing fair opportunity for all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the City/Library.

IN WITNESS WHEREOF, the said parties have caused this Agreement to be executed as of the date and year above written.

WITNESSES:

ARCHITECT

By: _____

Its:

CITY OF BIRMINGHAM

By: _____

Andrew Harris

Its: Mayor

By: _____
Cherilynn Mynsberge
Its: City Clerk

Approved:

Joe Valentine, City Manager
(Approved as to substance)

Timothy J. Currier, City Attorney
(Approved as to form)

Mark Gerber, Director of Finance
(Approved as to financial obligation)

Doug Koschik, Library Director
(Approved as to substance)

ATTACHMENT B - BIDDER'S AGREEMENT
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

In submitting this proposal, as herein described, the Architect agrees that:

1. They have carefully examined the specifications, terms and Agreement of the Request for Proposal and all other provisions of this document and understand the meaning, intent, and requirement of it.

2. They will enter into a written contract and furnish the item or items in the time specified in conformance with the specifications and conditions contained therein for the price quoted by the proponent on this proposal.

PREPARED BY
(Print Name)

DATE

TITLE

DATE

AUTHORIZED SIGNATURE

E-MAIL ADDRESS

COMPANY

ADDRESS

PHONE

NAME OF PARENT COMPANY

PHONE

ADDRESS

ATTACHMENT C - COST PROPOSAL
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

In order for the bid to be considered valid, this form must be completed in its entirety. The cost for the Scope of Work shall be itemized by a dollar amount based on the Phases and elements included in this Request for Proposal as follows:

COST PROPOSAL	
ITEM	BID AMOUNT
Phase 1	
Design Development	\$
Construction Documents	\$
Phase 2	
Bidding Assistance	\$
Construction Administration	\$
TOTAL BID AMOUNT	\$

Firm Name _____

Authorized signature _____ Date _____

ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

Pursuant to Michigan Law and the Iran Economic Sanction Act, 2012 PA 517 (“Act”), prior to the Library accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must certify that it is not an “Iran Linked Business”, as defined by the Act.

By completing this form, the Vendor certifies that it is not an “Iran Linked Business”, as defined by the Act and is in full compliance with all provisions of the Act and is legally eligible to submit a bid for consideration by the Library.

PREPARED BY (Print Name)	DATE
---	-------------

TITLE	DATE
--------------	-------------

AUTHORIZED SIGNATURE	E-MAIL ADDRESS
-----------------------------	-----------------------

COMPANY

ADDRESS	PHONE
----------------	--------------

NAME OF PARENT COMPANY	PHONE
-------------------------------	--------------

ADDRESS

TAXPAYER I.D.#

ATTACHMENT E – CONCEPTUAL/SCHEMATIC ESTIMATES & DESIGNS

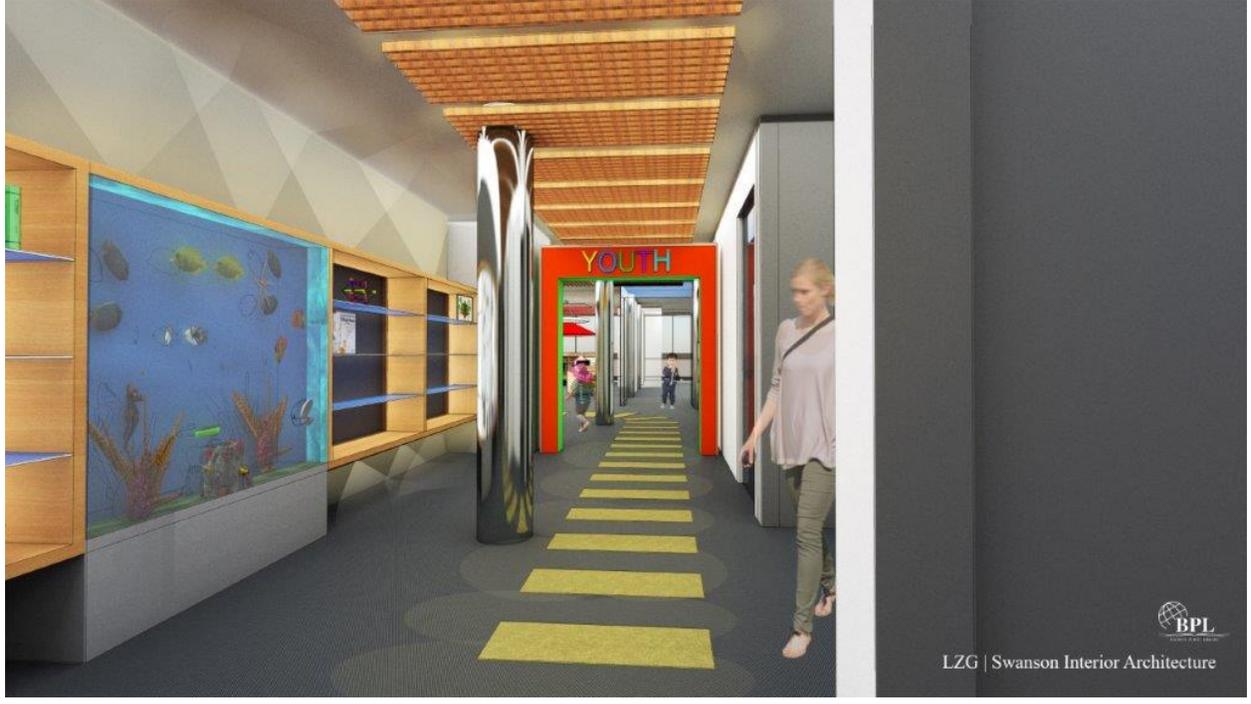
For Expansion and Renovation of Youth Services Section of Baldwin Public Library

By the end of the conceptual/schematic stage, the Library decided that the orientation of the shelving should be east-west, rather than north-south. The first rendering in this section—the aerial view—is from an early stage in the process and shows the shelving positioned north-south. Therefore, that aspect of the rendering should be considered incorrect. The three plans illustrating the interior layout of the Youth Room show the shelving positioned east-west. They are correct.

The expansion and renovation of the Youth Room is Phase 2 of a proposed three-phase project. The last plan in this section shows Phase 2 (in blue) in relation to Phase 1 (already completed) and Phase 3 (proposed for 2022-2023).

Youth Room Expansion and Renovation Cost Estimates as of January 2018

The cost of the project, in 2019 dollars, is estimated to be \$2,231,000. The ***total*** cost, in 2019 dollars, ***including owner's contingency***, is estimated to be \$2,348,000.

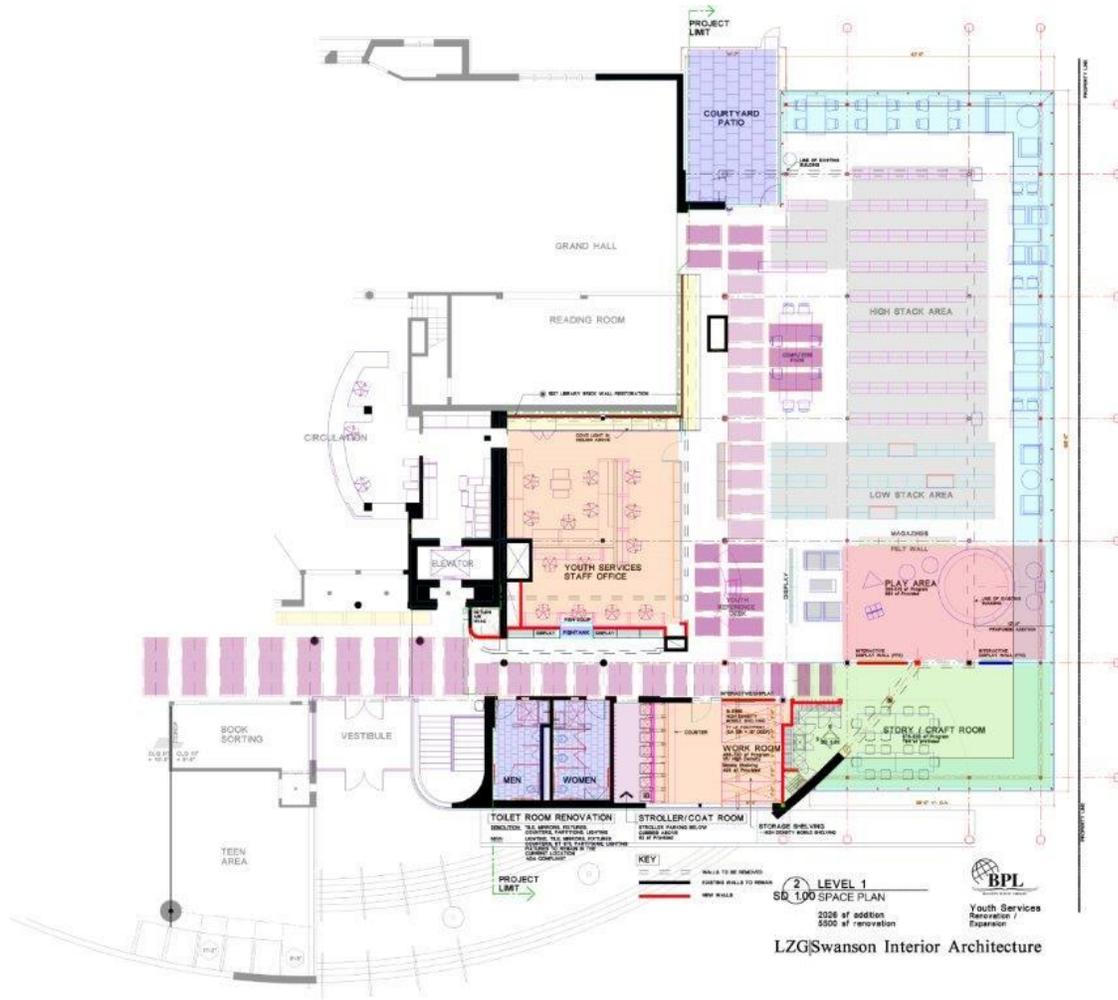












Lukenbach
Ziegelman
Gardner
Architects
PLLC

555 South Old Woodward Ave. Suite 27L
Birmingham, Michigan 48009
248.844.0600
248.842.3590



PROJECT
**BALDWIN
PUBLIC
LIBRARY**
300 West Merrill Street
Birmingham, MI 48009

SHEET TITLE
**Youth Services
Renovation /
Expansion**

**Children's
Garden +
Courtyard**

DATE
MAR 08, 2017

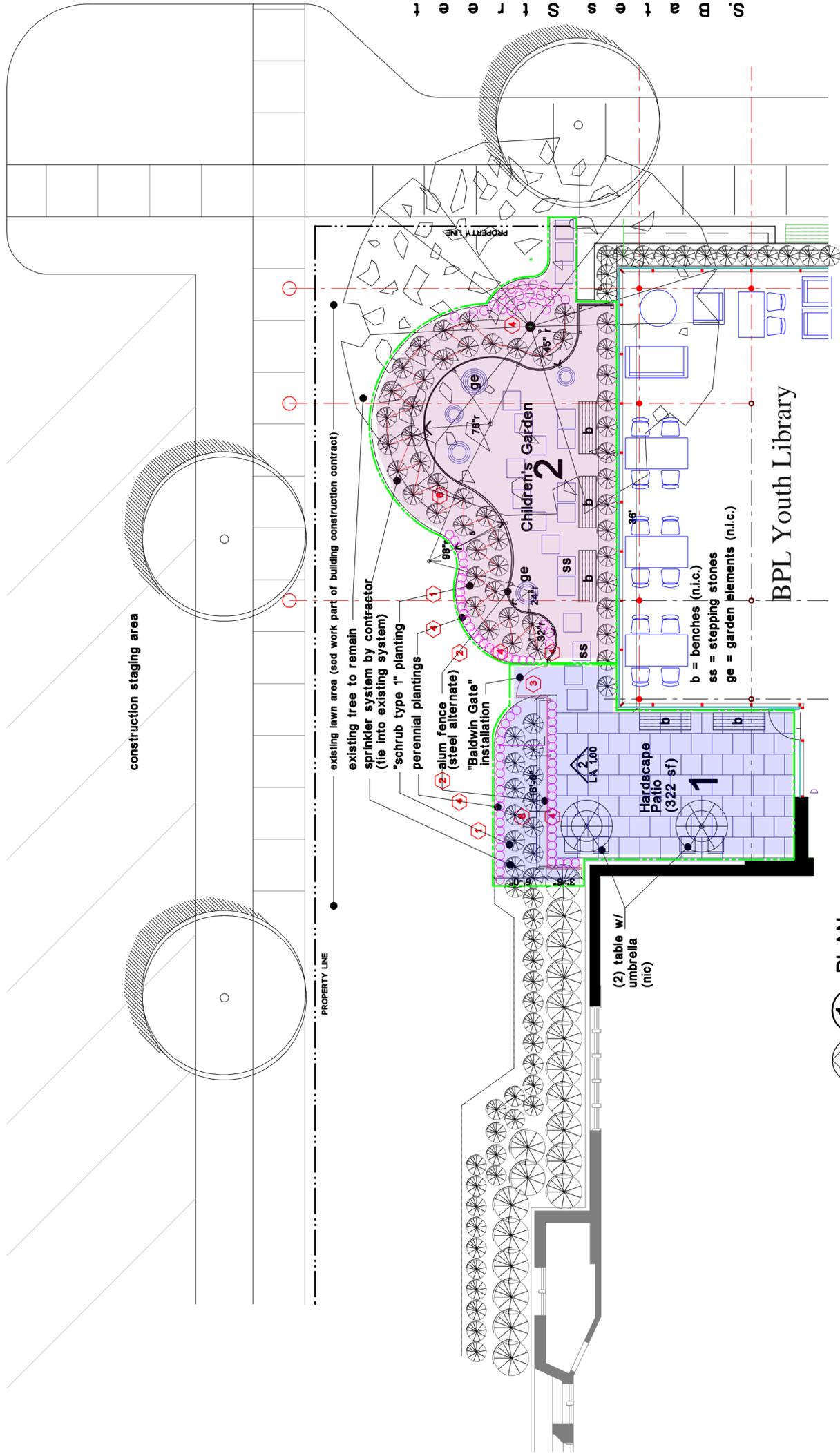
FOR COST EST
ESTIMATE
FOR REVIEW ONLY
NOT FOR CONSTRUCTION

Project Number
3077

Sheet Number

sk.LA 1.00

S B A T E S S T R E E T



1 PLAN
LA-100 Courtyard/Patio/Garden
scale 1/8"=1'-0"

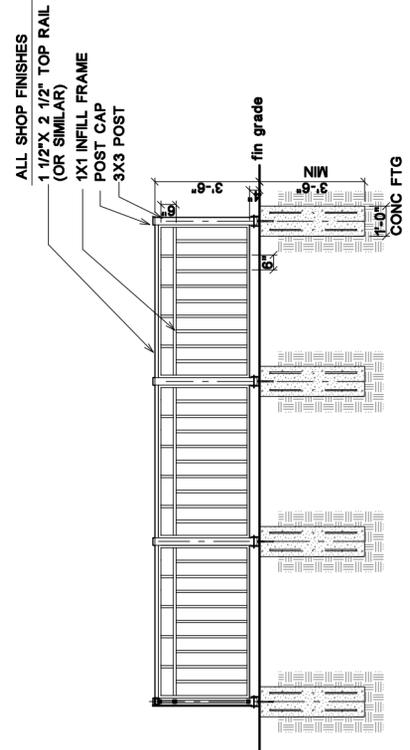


1 HARDSCAPE PATIO

key number	element	size	spacing	comments
13	schrub 1	2 gal	30" o.c.	cotoneaster, bayberry (myrica) or similar
83	plot x-rock paver	24x24		min 4" crushed stone base stagger joints
20 LF	alum. fence (5 posts)	42" height		shop powdercoat finish color: dark bronze
48	perennial bed		10" o.c.	
90 sf	peat bed	90 sf (3' depth) (2225 cu ft) (0.83 cu yd)		

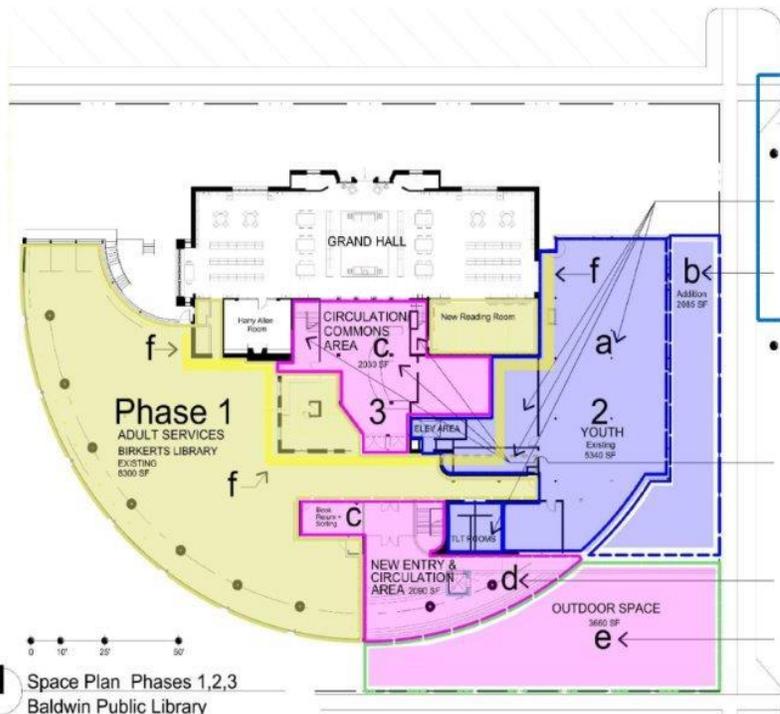
2 CHILDREN'S GARDEN

key number	element	size	spacing	comments
51	schrub 1	2 gal	30-36" o.c.	cotoneaster, bayberry (myrica) or similar
15	plot basalt nero/grigio paver	24x24		stepping stones w/ crushed stone base
57 LF	alum. fence (12 posts)	42" height		shop powdercoat finish color: dark bronze
48	perennial bed			
330 sf	sod	330 sf (36 sq yd)		
	peat bed	278 sf (3' depth) (70 cu ft) (2.6 cu yd)		



2 ELEVATION
LA 1.00 ALUM (ALT: STEEL) FENCE
CONCEPTUAL ONLY: NOT FOR CONSTRUCTION 1/4"= 1'-0"

SCHEMATIC DESIGN: For Review Only. Not For Construction



Space Plan Phases 1,2,3
Baldwin Public Library

Project Scope

- **phase 2**
 - RENOVATION: LIGHTING/FURNITURE/CARPET (COSTS BASED ON ADULT SERVICES PHASE 1)
 - REORGANIZE YOUTH DEPT OFFICES / LIGHTING
 - EXTEND "MAIN STREET"
 - TOILET ROOMS RENOVATION: TILE/PARTITIONS/FIXTURES
- a**
- b**
 - NEW ONE LEVEL ADDITION TO TIE INTO EXISTING
 - YOUTH LIBRARY RENOVATION
 - NEW MODULAR FURNITURE / NEW CARPET
 - HVAC

- **phase 3**
 - REMOVE EXISTING DROP CEILING
 - EXPOSE EXISTING STRUCTURAL CONCRETE COFFER CEILING
 - NEW LIGHTING TO MATCH GRAND HALL
 - NEW MODULAR FURNITURE / NEW CARPET
 - STAIRWELL RENOVATION: PAINT/FLOORING/WOODWORK
 - POSSIBLE RELOCATION OF BOOK SORTING/RETURN
 - NEW COFFEE CAFE
- c**
 - REMOVE CONC STEPS / NEW STEPS UP TO LEVEL 1 FROM GRADE & FLOORING
 - NEW ELEVATOR (GLASS)
 - REMOVE EXISTING ROOF / ADD NEW SKYLIGHTS
 - NEW GLASS "STOREFRONT" ENCLOSURE + ENTRY (NEW FTGS BELOW)
 - POSSIBLE RELOCATION OF BOOK SORTING & RETURN
 - NEW CIRCULATION DESK & DROP OFF
 - NEW BLEC / LIGHTING / HVAC / INTERNET TECHNOLOGY
- d**
 - REMOVE EXISTING CONC WALKS / SLABS
 - NEW GRANITE PAVERS TO MATCH SHAW PARK
 - NEW EXTERIOR LIGHTING / LANDSCAPING / LANDSCAPE LIGHTING
- e**
- f**
 - SKYLIGHTS BETWEEN 1927 BALDWIN LIBRARY
 - BIRKERT'S ADDITION & SMITH ADDITION



Luckenbach | Ziegelman | Gardner Architects

ATTACHMENT F – GEOTECHNICAL INVESTIGATION

For Expansion and Renovation of Youth Services Section of Baldwin Public Library

The following report was prepared by Testing Engineers & Consultants, Inc., 1343 Rochester Road, P.O. Box 249, Troy, Michigan 48099, in February 2018.

Baldwin Public Library
300 W. Merrill Street
Birmingham, Michigan 48009

GEOTECHNICAL INVESTIGATION

FOR

Proposed Youth Services Renovation/Addition
Baldwin Public Library
300 W. Merrill
Birmingham, Michigan

TEC Report: 58620

By:

Testing Engineers & Consultants, Inc.
1343 Rochester Road
P.O. Box 249
Troy, Michigan 48099-0249
(248) 588-6200

February 21, 2018

TEC Report: 58620
Date Issued: February 21, 2018

Mr. Doug Koschik, Director
Baldwin Public Library
300 W. Merrill Street
Birmingham, Michigan 48009

Re: Geotechnical Investigation for
Proposed Youth Services Renovation/Addition
Baldwin Public Library
300 W. Merrill
Birmingham, Michigan

Dear Mr. Koschik:

Please find enclosed the results of a geotechnical investigation performed at the above referenced site. This geotechnical report presents our field and laboratory results; engineering analysis; and our recommendations for design of foundation and slabs, as well as important construction considerations.

As you may know, Testing Engineers & Consultants, Inc. (TEC) has fifty one years of experience in Quality Control Testing and Construction Inspection. We would be pleased to provide any of these services on this project.

Should you have any questions regarding this report, please let us know. It has been a pleasure to be of service to you.

Respectfully submitted,
TESTING ENGINEERS & CONSULTANTS, INC.



Carey J. Suhan, P.E.,
Vice President, Geotechnical
& Environmental Services

CJS/ln

Enclosure

cc: Luckenbach/Ziegelman/Gardner Architects, Attn: Mr. John Gardner

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APPENDIX

TEST BORING LOCATION PLAN

LOGS OF TEST BORINGS

SIEVE ANALYSIS RESULTS

GENERAL NOTES FOR SOIL CLASSIFICATION

1.0 INTRODUCTION

This report presents the results of a geotechnical investigation for the proposed Baldwin Public Library renovation/addition located at 300 W. Merrill in Birmingham, Michigan. Authorization to perform this investigation was given by Mr. Doug Koschik, Director, Baldwin Public Library in a signed copy of TEC Proposal 060-18-0001 dated January 3, 2018.

Based on information provided, we understand that the project will consist of construction of a single story building addition on a crawl space to match the existing building. The addition will be mostly on the east side of the existing building and loads are expected to be moderate.

The footprint of the proposed addition will be 2,026 square feet and the renovation area will be 5,500 square feet. The addition will be built at the eastern area of the existing library building. The present ground elevation is about ± 780 feet and the existing floor slab over the crawl space is 786.65 feet.

The architects also requested that as an option the crawl space is not to be constructed and the floor slab for the addition be supported on engineered fill at the required elevation in order to match the elevation of the existing floor slab.

The purpose of this investigation was to obtain information necessary to determine basic engineering properties of soils at the site through a series of test borings and laboratory tests performed on the soil samples obtained during the field investigation. This information has been evaluated to provide the general recommendations for site development preparations, foundation requirements, floor slab designs and other geotechnical information.

2.0 FIELD INVESTIGATION

Three test borings were drilled on the site at the locations shown on the Test Boring Location Plan. The locations are accurate to within a short distance of the locations shown on the location plan included in the appendix. The location of the test borings was given to us by the architect. The test borings were drilled on February 6 and 7, 2018 with truck-mounted auger equipment to a depth of 25 feet.

Drilling methods and standard penetration tests were performed in general accordance with the current ASTM D1452 and D1586 procedures, respectively. These procedures specify that a standard 2-inch O.D. split-barrel sampler be driven by a 140-pound hammer with a free fall of 30 inches. The number of hammer blows required to drive the split-barrel sampler through three successive 6-inch increments is recorded on the Test Boring Log. The first 6-inch increment is used for setting the sampler firmly in the soil and the sum of the hammer blows for the second and third increments is referred to as the "Standard Penetration Index" (N). N values were obtained with an automatic trip hammer.

2.0 FIELD INVESTIGATION (Cont'd)

From the standard penetration test a soil sample is recovered in the liner sampler tubes that are located inside the split-barrel sampler. Upon recovery of a soil sample, the liner tubes are removed from the split-barrel sampler and placed in a container which is sealed to minimize moisture losses during transportation to the laboratory. Standard penetration tests are usually made at depths of 2 ½, 5, 7 ½ and 10 feet and at 5-foot depth intervals thereafter. These parameters may vary for a given project depending on the nature of the subsoils and the geotechnical information required.

3.0 LABORATORY TESTING

The laboratory testing consisted of determining the unconfined compressive strength, the natural bulk density and the natural moisture content of the soil samples recovered in the liner sampler tubes. In the unconfined compression tests, the compressive strength of the soil is determined by axially loading a soil sample until failure is observed or 15% strain, whichever occurs first. The above referenced test data are recorded on the boring logs. Some test results may deviate from the norm because of variations in texture, imperfect samples, presence of pebbles and/or sand streaks, etc. The results are still reported although they may not be relevant.

The particle size distribution of three granular soil samples was also determined. The distribution provides estimates of the permeability and permeability-related behavior of the granular soils. The results are included in the appendix.

The laboratory test results apply to the samples tested and some results may not be representative of the soil mass because of variations in composition and texture, as well as imperfect samples and presence of pebbles and/or sand streaks in cohesive samples, etc.

Samples taken in the field are retained in our laboratory for 60 days and are then destroyed unless special disposition is requested by the client. Samples retained over a long period of time are subject to moisture loss and are then no longer representative of the conditions initially encountered.

4.0 GENERAL SUBSURFACE CONDITIONS

4.1 Subsoil Conditions

The soil conditions encountered in the borings are presented on the individual boring logs. Each log presents the soil types encountered at that location as well as laboratory test data, ground water data, and other pertinent information. Descriptions of the various soil consistencies, relative densities and particle sizes are given in the Appendix. Definitions of the terms and symbols utilized in this report may be found in ASTM D653.

4.1 Subsoil Conditions (Cont'd)

The subsurface conditions encountered in the borings may be generalized as follows for purpose of analysis. Please refer to the limitations regarding the uncertainties involved in such a generalization.

Stratification lines shown on the boring logs are approximate indications of change from one soil type to another and are not intended to represent an area of exact geological change.

The strata encountered are described below:

Concrete

A concrete slab 4 inches thick was encountered in Boring No. 3 overlying a layer of dark brown sand.

Dark Brown Sand Fill To Possible Fill

A layer of dark brown sand and trace of gravel (with some topsoil in Boring No. 2) was encountered in all borings. This layer extends a depth of 3 feet.

Standard penetration values in the dark brown sand range from 5 to 10 blows per foot. Bulk densities range from 101 to 125 pounds per cubic foot (pcf) with moisture contents range from 9 percent to 17.2 percent of the dry weight of the soil.

Brown Medium To Fine Sand

A deposit of brown medium to fine sand with some silt and trace of gravel is present below the fill and possible fill. This deposit extends to a depth of 14.5 feet in Boring No. 1 to 17 feet in Boring No. 3.

Standard penetration values range from 3 to 38 blows per foot. Bulk densities range from 102 to 127 pcf with moisture contents of 2.1 percent to 18.8 percent of the dry weight of the soil. The higher moisture contents may indicate the presence of silt or clay in the granular soils.

Gray Clay With Some Silt

A deposit of moist gray clay with some silt and trace of gravel was found below the sand and continues to the end of the test borings (25').

Standard penetration values range from 10 to 15 blows per foot with unconfined compressive strengths of 2,310 to 6,180 psf. Bulk densities range from 120 to 137 pcf with moisture contents of 14 percent to 32.6 percent of the dry weight of the soil.

4.2 Ground Water Observations

Water level readings were taken in the bore holes during and after the completion of drilling. These observations are noted on the respective Test Boring Logs. Ground water was first encountered at depths ranging from 13'3" in Boring No. 3 to 14' in Boring No. 2. At completion of the borings and removal of the augers, Boring No. 2 caved at 13'4". Ground water was measured in Boring No. 3 at 12'2". No ground water was noted in Boring No. 1, at the completion of the boring.

It should be noted that short-term ground water observations may not provide a reliable indication of the actual ground water table. In clayey soils this would be due to the slow rate of infiltration of water into the borehole as well as the potential for water to become trapped in overlying layers of the granular soils during periods of heavy rainfall. It should be expected that ground water levels fluctuate with seasonal and climatic changes. Elevations of gray colored soils tend to indicate a ground water level of long term low static water table.

5.0 ANALYSIS AND RECOMMENDATIONS

5.1 Proposed Development

The proposed development is to consist of a single story addition mostly at the east side of the existing Baldwin Public Library. The single story building addition will have a crawl space to match the existing building. The footprint of the addition will be about 2,026 square feet. Renovations will take place in areas with total footprint of about 5,500 square feet. The elevation of the floor slab of the addition will be the same as that of the floor slab of the existing library.

5.2 Ground Water Conditions

The position of water levels found in test borings may vary somewhat depending on seasonal precipitation. At the level encountered in the borings, it should present little problems for design or construction of foundations of the addition. We have assumed that the utilities are in place. Any seepage water encountered during construction should be controllable by direct pumping from excavations.

5.3 Recommended Earthwork Operations

Within the limits of areas to be developed, the surface concrete, vegetation and topsoil should be removed prior to the site being graded. Areas which will receive surface pavements should then be rolled with a vibrating roller to consolidate the loose sand. This should be followed by a proofroll to identify soft or yielding areas. Small equipment will likely need to be used in the crawl space area.

5.3 Recommended Earthwork Operations (Cont'd)

Care should be taken during the use of the vibrating roller to avoid damaging the existing building. It may be possible to stabilize soft areas with crushed stone or concrete. Soft spots that cannot be stabilized should be removed and replaced with compacted engineered fill.

Engineered backfill required for construction excavations or fill required to achieve desired grades should preferably consist of clean and well graded granular soils. On-site material could be satisfactory for use, particularly for balancing and grading the site if they are approved by the geotechnical engineer. Fill should be placed in uniform layers not more than 9 inches in thickness with the soils in each layer compacted to a minimum of 95% of the maximum density as determined by ASTM D-1557. Fill should be at approximately the optimum moisture content during placement and compaction. Furthermore, frozen material must not be used as fill and fill should not be placed on frozen ground.

Since the surface soils are predominantly sands, lateral support structure or side sloping with a minimum 1 ½H:1V ratio will be required for the anticipated excavations. Care must be exercised when excavating adjacent to existing foundations to avoid undermining them. Soils exposed in the bases of all satisfactory foundation excavations should be protected against any detrimental change in conditions such as from disturbances, rain or freezing. Surface run-off water should be drained away from the excavations and not be allowed to pond. If possible, all footing concrete should be placed the same day the excavation is made. If this is not possible, the footing excavations should be adequately protected.

5.4 Foundation Recommendations

The on-site soils are generally acceptable for support of the proposed structure on shallow foundations. Local building codes and climatic conditions require that exterior foundations be placed at a minimum depth of 3 ½ feet below finished grade to provide for adequate frost protection. Interior foundations may be below the floor at a lesser depth if not exposed to frost penetration. In any case, the footings should be deep enough to bear on original soil below the fill. At minimum depths, foundations both interior and exterior can be designed for a maximum net allowable bearing pressure of 1,500 psf.

In the area of Boring No. 3, a very loose layer of moist brown sand with trace of gravel was encountered at a depth of 3 to 5 ½ feet below existing ground surface. It is recommended that the foundations in the area be extended to 5 ½ to 6 feet.

The recommended design bearing pressure should provide a factor of safety of about 2.5 to 3 against shear failure and limit differential settlements between adjacent columns to less than ¾ inch.

Alternatively all of the foundations could be extended to a depth of 6 ½ feet and be designed for a net allowable bearing capacity of 2,500 psf.

At areas where the new foundations abut existing foundations the new foundations should be sloped in order to place the new foundations at the same elevations as the existing foundations.

5.4 Foundation Recommendations (Cont'd)

To minimize the lateral earth pressure on the crawl space walls, the walls should be backfilled with clean sand fill. Material meeting MDOT Class II grading requirements or approved alternate should suffice. Care should be exercised to limit the compaction of the backfill in order to avoid overstressing the walls. Light compaction equipment and thin fill lifts should be used.

The walls should be designed to resist the at-rest lateral pressure imposed by the granular fill, i.e., they should be designed against the pressure from a liquid with an equivalent fluid weight of 60 pcf. This value assumes that a properly installed and maintained perimeter drain will eliminate the water pressure on the wall.

From a review of the borings and assumptions made about the lower lying soils a seismic site class of D is recommended for design. It is assumed that the lower lying soils below the bottom of the borings have an average N value between 15 and 50 and shear strengths between 1000 psf and 2000 psf. This appears to be a reasonable assumption from general geology of the area. This is based off of the Michigan Building Code, which incorporates the International Building Code.

5.5 Floor Slabs and Pavements

The subgrade resulting from the site preparation, as outlined in the recommended earthwork operations section, will provide a fair subgrade for support of pavements and floor slabs. The pavements should be sloped and shaped in order to provide effective surface drainage and prevent water ponding.

Floor slabs, sidewalks and other concrete pavements should be placed on a minimum of 4 inches of clean compacted sand meeting MDOT Class II specifications or MDOT 21AA which will remain more stable during concrete placement.

In the event that a crawl space is not to be used and the floor slab in the area of the addition is to be placed on engineered fill, the fill should be prepared as per the recommendations given in the Earthwork Preparation section. Furthermore, the following considerations should be made as outlined below.

Exposed subgrades deteriorate over time, however, and if left alone for a while the prepared subgrade should again be thoroughly proofrolled immediately prior to placement of fill to raise the grade to verify its suitability. Any disturbed materials encountered during the proofroll should be re-compacted or removed and replaced with engineered fill. Subgrade soils for slabs on grade and pavements should be protected against frost during winter construction. Any frozen soils should be thawed and compacted, or removed and replaced with engineered fill prior to slab-on-grade and pavement construction.

5.5 Floor Slabs and Pavements (Cont'd)

To permit slab settlement without damaging other structural elements, the slab should be detailed with isolation joints at walls and around footings. As an alternate to construction of isolation joints at column footings, the footings could be separated from the slab with a minimum of six inches of compacted granular fill. Based upon the encountered subgrade soils, the stipulated subgrade preparation procedures and the expected fill to raise the grade, an estimated standard Modulus of Subgrade Reaction (30-inch diameter plate) of 150 pounds per cubic inch may be used for design. To improve the uniformity of support, the slab should be placed on a minimum of six inches of clean compacted granular fill meeting MDOT Class II grading requirements or dense graded crushed aggregate.

The slab performance can be improved through a number of details. Shrinkage cracks can be controlled by installing welded wire fabric in the slab. Cracking can also be reduced through the use of control joints.

Water vapor normally passes through concrete and evaporates from its surface if the concrete is not sealed. Even good quality, well-consolidated concrete is not impermeable to the slow passage of water vapor. Many floor coverings and floor finishes/seals are impermeable, that is, they act like a vapor retarder and the build-up of moisture beneath them is likely to damage the covering/finish. Even when such coverings/finishes are not used, moisture can condense beneath objects on the floor promoting creation of mildew and molds. Furthermore, where the subgrade consists of saturated cohesive soils, water from curing concrete can increase the moisture in the subgrade soils and, in turn, decrease their modulus of subgrade reaction.

For the above reasons, we generally recommend that damp-proofing in the form of a vapor retarder be provided beneath floor slabs that will receive an impermeable floor covering/finish as well as where the floor/room will be used for a purpose that makes passage of water through the floor undesirable. In any event we recommend placement of a vapor retarder beneath the crawl space floor or directly on the crawl space if a floor slab is not constructed.

It should be understood that placement of a vapor retarder beneath a concrete slab reduces but does not eliminate moisture transmission through the slab and suppliers of potential floor covering/finish should be consulted with regard to moisture transmission tolerances. We recommend that the vapor retarder be placed in accordance with American Concrete Institute (ACI) recommendations.

5.6 Limitations

The field and laboratory data, analysis and recommendations presented in this report are based on the field conditions during the time of this investigation. These conditions are not expected to change except maybe near the excavations of existing foundations.

5.6 Limitations (Cont'd)

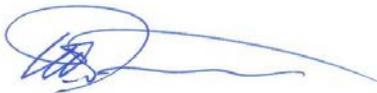
Based on our field and laboratory data these conditions are indicative of the site. Changes and unforeseen conditions may be encountered during the construction period due to unforeseen conditions (during the field investigation) and ground changes during construction. Therefore, a geotechnical engineer familiar with the site should be present to ensure that proper construction procedures are used.

6.0 DESIGN REVIEW AND FIELD MONITORING

The evaluations and recommendations presented in this report relative to site preparation and building addition foundations have been formulated on the basis of assumed and provided data relating to the location, type and finished grades for the proposed structure and adjacent areas. Any significant change in this data should be brought to our attention for review and evaluation with respect to the prevailing subsoil conditions.

When the building addition and foundation plans are finalized, a consultation should be arranged with us for a review to verify that the evaluations and recommendations have been properly interpreted.

Soil conditions at the site could vary from those generalized on the basis of test borings made at specific locations. It is therefore recommended that Testing Engineers & Consultants, Inc. be retained to provide soil engineering services during the site preparation, excavation and foundation phases of the proposed project. This is to observe compliance with the design concepts, specifications and recommendations. Also, this provides opportunity for design changes to be made in the event that subsurface conditions differ from those anticipated prior to the start of construction.



Harry I. Papadopoulos, PhD
Senior Project Engineer



Carey J. Suhan, PE
Vice President, Geotechnical
& Environmental Services

HIP/CJS/ln

I:\gs\Job Files\58600-58699\58620\58620.doc

APPENDIX

Test Boring Location Plan

Logs Of Test Borings

Sieve Analysis Results

General Notes For Soil Classification

Luckenbach
Ziegelman
Gardner
Architects
PLLC
300 South Old Woodward Ave. Ste. 211
Birmingham, AL 35203
205.444.4900
205.444.1300



**BALDWIN
PUBLIC
LIBRARY**
300 West Merrill Street
Birmingham, MI 48009

**Youth Services
Renovation /
Expansion**

**FLOOR PLAN
SOIL BORING
LOCATIONS**

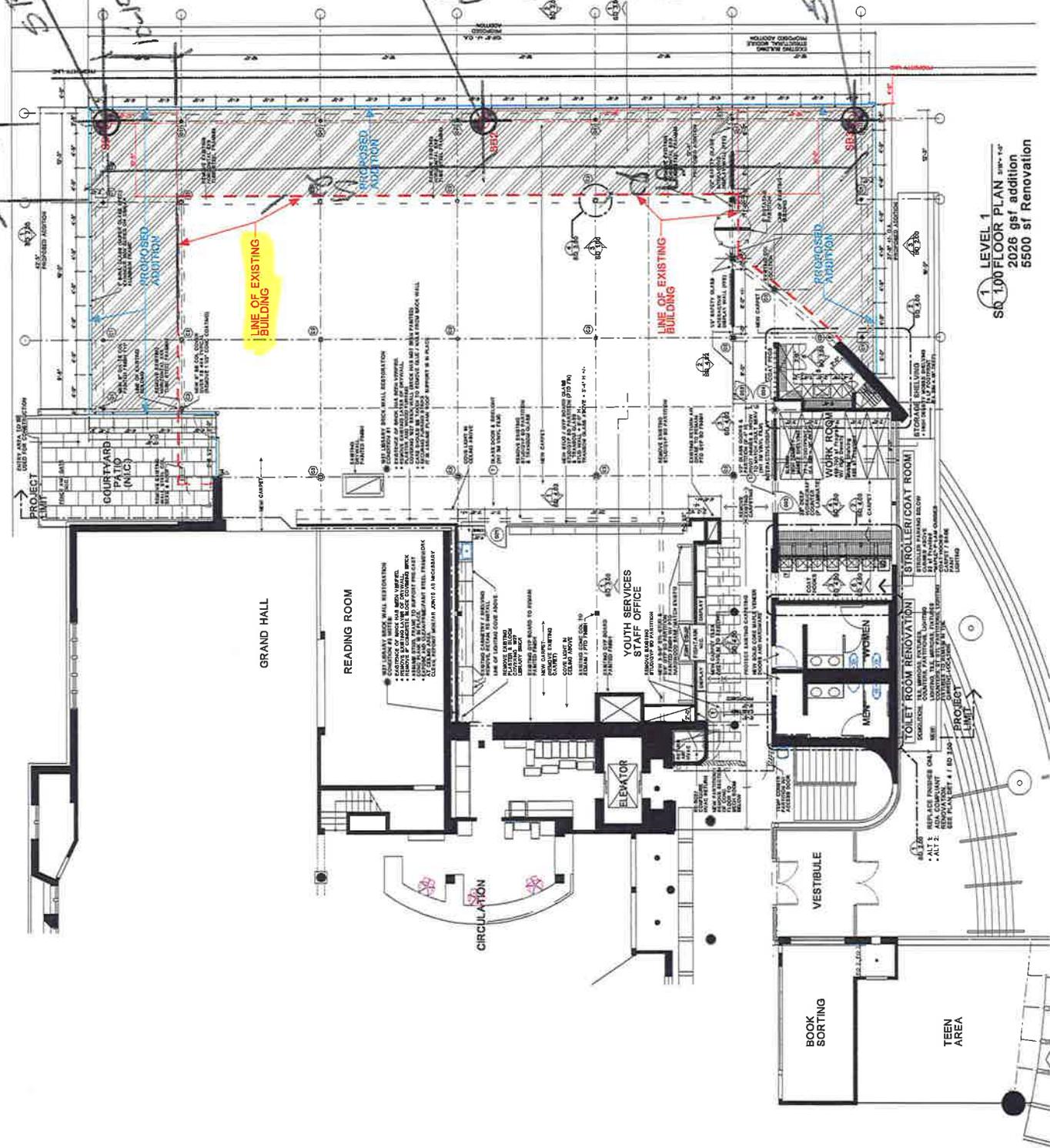
SD EST
DATE: NOV 16, 2017
PROJECT: YOUTH SERVICES RENOVATION / EXPANSION
DRAWN BY: J. B. BROWN
CHECKED BY: J. B. BROWN
SCALE: 1/8" = 1'-0"

SD 1.00

12'
SB-1

SB-2

SB-3



**LEVEL 1
SD 1.00 FLOOR PLAN**
2026 sq ft addition
5500 sq ft Renovation

MERRILL ST.



Testing Engineers & Consultants, Inc.

1343 Rochester Road - PO Box 249 - Troy, Michigan - 48099-0249
 (248) 588-6200 or (313) T-E-S-T-I-N-G
 Fax (248) 588-6232

Boring No.: 1	Job No.: 58620	Project: Proposed Youth Services Renovation/Addition
Client: Baldwin Public Library		Location: Birmingham, Michigan
Type of Rig: Truck		Drilled By: I. Mickle
Drilling Method: Solid Stem Augers		Started: 2/6/2018
Ground Surface Elevation:		Completed: 2/6/2018

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
2.5	LS	4 3 2	3	Loose Moist Dark Brown Sand With Trace Of Gravel-FILL	9.0	101	
5.0	LS	3 4 3	6	Loose Moist Brown Medium To Fine SAND With Some Silt & Trace Of Gravel	7.1	116	
7.5	LS	4 3 4		Loose Moist Brown Medium To Fine SAND With Some Silt & Trace Of Gravel	3.2	104	
10.0	LS	2 3 4			9.6	102	
15.0	LS	5 6 8	13.5 14.5	Medium Compact Wet Brown Clayey Fine SAND	17.1	126	2310
17.5			16	Stiff Moist Variegated CLAY With Some Silt			
20.0	LS	4 6 8		Stiff Moist Gray CLAY With Some Silt & Trace Of Gravel	14.0	137	5770
22.5	LS	3 5 7	25		14.7	131	4780

"N" - Standard Penetration Resistance
 SS - 2" D. Split Spoon Sample
 LS - Sectional Liner Sample
 ST - Shelby Tube Sample
 AS - Auger Sample

w - H₂O, % of dry weight
 d - Bulk Density, pcf
 qu - Unconfined Compression, psf
 DP - Direct Push
 RC - Rock Core

Water Encountered: 13'6"

At Completion: None

Boring No. 1



Testing Engineers & Consultants, Inc.

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 Fax (248) 588-6232

Boring No.: 2	Job No.: 58620	Project: Proposed Youth Services Renovation/Addition
Client: Baldwin Public Library		Location: Birmingham, Michigan
Type of Rig: Truck		Drilled By: I. Mickle
Drilling Method: Solid Stem Augers		Started: 2/7/2018
Ground Surface Elevation:		Completed: 2/7/2018

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
2.5	LS	3 4 4	2.7	Loose Moist Dark Brown Sand & Topsoil-FILL	12.1	108	
5.0	LS	3 3 3		Loose Moist Brown SAND With Trace Of Gravel	10.9	119	
7.5	LS	3 5 6	6.5	Medium Compact Moist Brown Fine SAND With Trace Of Gravel & Pebbles	7.9	115	
10.0	LS	3 6 11			5.1	119	
15.0	LS	4 8 6	14 14.8	Medium Compact Wet Brown Clayey Fine SAND	30.7	114	4040
17.5				Stiff Moist Gray CLAY With Some Silt & Trace Of Gravel			
20.0	LS	3 4 6			32.6	120	
22.5	LS	4 6 8	25		20.4	127	4200

"N" - Standard Penetration Resistance
 SS - 2" D. Split Spoon Sample
 LS - Sectional Liner Sample
 ST - Shelby Tube Sample
 AS - Auger Sample

w - H₂O, % of dry weight
 d - Bulk Density, pcf
 qu - Unconfined Compression, psf
 DP - Direct Push
 RC - Rock Core

Bottom of Borehole at 25'

Water Encountered: 14'0"
At Completion: Caved In 13'4"
Boring No. 2



Testing Engineers & Consultants, Inc.

1343 Rochester Road - PO Box 249 - Troy, Michigan - 48099-0249
 (248) 588-6200 or (313) T-E-S-T-I-N-G
 Fax (248) 588-6232

Boring No.: 3 **Job No.:** 58620 **Project:** Proposed Youth Services Renovation/Addition
Client: Baldwin Public Library **Location:** Birmingham, Michigan
Type of Rig: Truck **Drilled By:** I. Mickle
Drilling Method: Solid Stem Augers **Started:** 2/6/2018
Ground Surface Elevation: **Completed:** 2/6/2018

Depth (ft)	Sample Type	N	Strata Change	Soil Classification	w	d	qu
			.33	CONCRETE (4")			
2.5	LS	15 6 4	3	Medium Compact Moist Dark Brown SAND-Possible Fill	17.2	125	
5.0	LS	2 2 1	5.5	Very Loose Moist Brown Fine SAND With Trace Of Gravel & Silt	4.8	115	
7.5	LS	3 4 7	8	Medium Compact Moist Brown Fine SAND With Trace Of Silt & Clay	2.6	106	
10.0	LS	8 16 22		Compact Moist Brown Medium SAND With Trace Of Gravel & Pebbles	4.0	119	
15.0	LS	4 8 12	13.3	Medium Compact Wet Brown SAND With Some Clay	18.8	127	
20.0	LS	4 6 9	17	Stiff Moist Gray CLAY With Some Silt & Trace Of Gravel	17.0	132	6180
22.5	LS	4 7 8	25		16.8	131	4450

Bottom of Borehole at 25'

"N" - Standard Penetration Resistance
 SS - 2" D. Split Spoon Sample
 LS - Sectional Liner Sample
 ST - Shelby Tube Sample
 AS - Auger Sample

w - H₂O, % of dry weight
 d - Bulk Density, pcf
 qu - Unconfined Compression, psf
 DP - Direct Push
 RC - Rock Core

Water Encountered: 13'3"

At Completion: 12'2"

Boring No. 3

PROJECT: Proposed Youth Services Addition
 Baldwin Public Library
LOCATION: Birmingham, Michigan
CLIENT: Baldwin Public Library

TEC REPORT NUMBER: 58620

DATE: Thursday, February 08, 2018

Material Description: Brown Medium to Fine Sand With
 Some Silt, Trace of Gravel

Date Sampled: 2/6/18

Sample Source / Depth: B-1 @ 5'

Sampled By: I. Mickle

Sample Location:

TEC Lab Sample Number: 4111

Intended Use:

Remarks:

AGGREGATE ANALYSIS					SAMPLE DATA	
Sieve No.	Total Weight Retained	Total Percent Retained	Total Percent Passing	Specification Range		
3"					Initial Sample Weight (g)	256.5
2-1/2"					Weight After Wash (g)	223.1
1-1/2"					Loss in Weight (g)	33.4
1"					Loss by Wash (%)	13.0%
3/4"		0.0	100.0			
1/2"	5.3	2.1	97.9			
3/8"	10.1	3.9	96.1			
#4	23.1	9.0	91.0			
#10	47.7	18.6	81.4			
#20	89.6	34.9	65.1			
#30	114.2	44.5	55.5			
#40	139.5	54.4	45.6		Tested By:	H. Spahiu
#100	206.6	80.5	19.5		Reviewed By:	G. Putt
#200	223.1	87.0	13.0			
Total Sample	256.5	100.0	0.0			

Test Method: ASTM C117/C136 _____ AASHTO T11/T27 _____ MTM 108/109 _____ X _____

Remarks:

Respectfully Submitted:
 Testing Engineers and Consultants, Inc.

PROJECT: Proposed Youth Services Addition
 Baldwin Public Library
LOCATION: Birmingham, Michigan
CLIENT: Baldwin Public Library

TEC REPORT NUMBER: 58620

DATE: Thursday, February 08, 2018

Material Description: Brown Fine Sand With Trace of Gravel & Silt

Date Sampled: 2/6/18

Sample Source / Depth: B-3 @ 5'

Sampled By: I. Mickle

Sample Location:

TEC Lab Sample Number: 4112

Intended Use:

Remarks:

AGGREGATE ANALYSIS						
Sieve No.	Total Weight Retained	Total Percent Retained	Total Percent Passing	Specification Range	SAMPLE DATA	
3"					Initial Sample Weight (g)	225.7
2-1/2"					Weight After Wash (g)	216.4
1-1/2"					Loss in Weight (g)	9.3
1"					Loss by Wash (%)	4.1%
3/4"						
1/2"		0.0	100.0			
3/8"	3.6	1.6	98.4			
#4	16.9	7.5	92.5			
#10	27.7	12.3	87.7			
#20	44.4	19.7	80.3			
#30	59.0	26.1	73.9			
#40	86.1	38.1	61.9		Tested By:	H. Spahiu
#100	213.5	94.6	5.4		Reviewed By:	G. Putt
#200	216.4	95.9	4.1			
Total Sample	225.7	100.0	0.0			
Test Method: ASTM C117/C136 _____ AASHTO T11/T27 _____ MTM 108/109 _____ X _____						

Remarks:

Respectfully Submitted:
 Testing Engineers and Consultants, Inc.

PROJECT: Proposed Youth Services Addition
 Baldwin Public Library
LOCATION: Birmingham, Michigan
CLIENT: Baldwin Public Library

TEC REPORT NUMBER: 58620

DATE: Thursday, February 08, 2018

Material Description: Brown Fine Sand With Trace of Gravel & Silt

Date Sampled: 2/6/18

Sample Source / Depth: B-3 @ 7.5'

Sampled By: I. Mickle

Sample Location:

TEC Lab Sample Number: 4113

Intended Use:

Remarks:

AGGREGATE ANALYSIS					SAMPLE DATA	
Sieve No.	Total Weight Retained	Total Percent Retained	Total Percent Passing	Specification Range		
3"					Initial Sample Weight (g)	227.3
2-1/2"					Weight After Wash (g)	216.3
1-1/2"					Loss in Weight (g)	11.0
1"					Loss by Wash (%)	4.8%
3/4"		0.0	100.0			
1/2"	1.1	0.5	99.5			
3/8"	2.1	0.9	99.1			
#4	8.0	3.5	96.5			
#10	12.5	5.5	94.5			
#20	16.6	7.3	92.7			
#30	21.8	9.6	90.4			
#40	40.2	17.7	82.3		Tested By:	H. Spahiu
#100	211.7	93.1	6.9		Reviewed By:	G. Putt
#200	216.3	95.2	4.8			
Total Sample	227.3	100.0	0.0			
Test Method:	ASTM C117/C136	AASHTO T11/T27	MTM 108/109	X		

Remarks:

Respectfully Submitted:
 Testing Engineers and Consultants, Inc.

SOIL DESCRIPTIONS

In order to provide uniformity throughout our projects, the following nomenclature has been adopted to describe soil characteristics:

CONSISTENCY AND RELATIVE DENSITY

COHESIVE SOILS			GRANULAR SOILS	
UNCONFINED COMPRESSIVE STRENGTH, PSF	“N” VALUES	CONSISTENCY	“N” VALUES	RELATIVE DENSITY
Below 500	0 – 2	Very Soft	0 – 4	Very Loose
500 – 1,000	3 – 4	Soft	5 – 10	Loose
1,000 – 2,000	5 – 8	Plastic	11 – 30	Medium Compact
2,000 – 4,000	9 – 15	Firm	31 – 50	Compact
4,000 – 8,000	16 – 30	Stiff	50+	Dense
8,000 – 16,000	31 – 50	Ex. Stiff		
Over 16,000	51+	Hard		

Material Types By Particle Size

- BOULDERS
- COBBLES
- GRAVEL
- COARSE SAND
- MEDIUM SAND

ASTM D2487

- Stones Over 12” In Diameter
- Stones 3” To 12” In Diameter
- #4 To 3” Diameter
- #10 To #4 Sieves
- #40 To #10 Sieves

SOIL DESCRIPTIONS (Cont'd)

Material Types By Particle Size

FINE SAND

ASTM D2487

#200 To #40 Sieves

SILT

Minus #200 Sieve Material,
Fairly Non-Plastic, Falls Below
“A”-Line

CLAY

Minus #200 Sieve Material Plastic
Material That Has A Tendency To
Stick Together, Can Be Rolled
Into Fine Rods When Moistened;
Falls Above “A”-Line

PEAT

Black Organic Material
Containing Partially Decayed
Vegetable Matter

MARL

Fresh Water Deposits Of Calcium
Carbonate, Often Containing
Percentages Of Peat, Clay
& Fine Sand

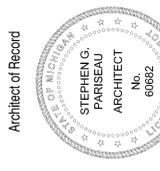
SWAMP BOTTOM DEPOSITS

Mixtures Of Peat, Marl,
Vegetation & Fine Sand
Containing Large Amounts Of
Decayable Organic Material

ATTACHMENT G – DRAWINGS OF EXISTING CONDITIONS

For Expansion and Renovation of Youth Services Section of Baldwin Public Library

The following drawings were prepared by Shelter Design Studio, 104 W. Fourth Street, Suite 303, Royal Oak, Michigan 48067, in November 2017.



1"=1'-0"	1/2"=1'-0"	3/8"=1'-0"	1/8"=1'-0"
1:12"=1'-0"	3/4"=1'-0"	1/4"=1'-0"	

Issued For	Date
Existing Conditions Final Submittal	11.01.2017
Revision 1	11.06.2017

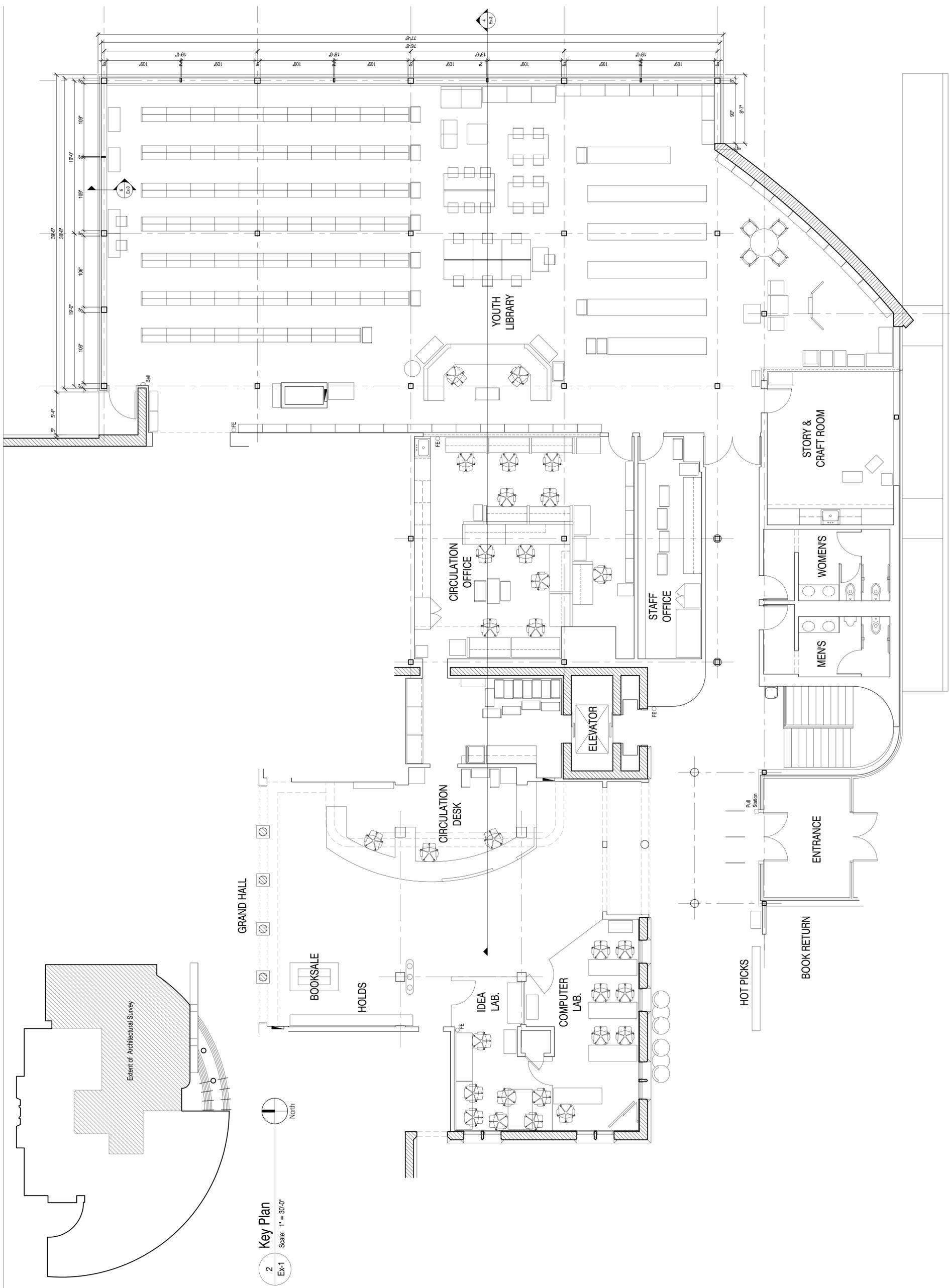
Drawing Title
Existing
Partial Floor Plan

2017-199
Project No.

Drawn By _____
Checked By _____

Scale _____

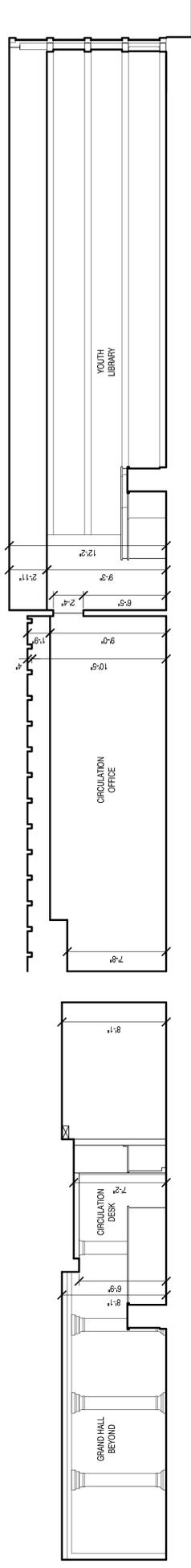
Ex-1
Drawing No.



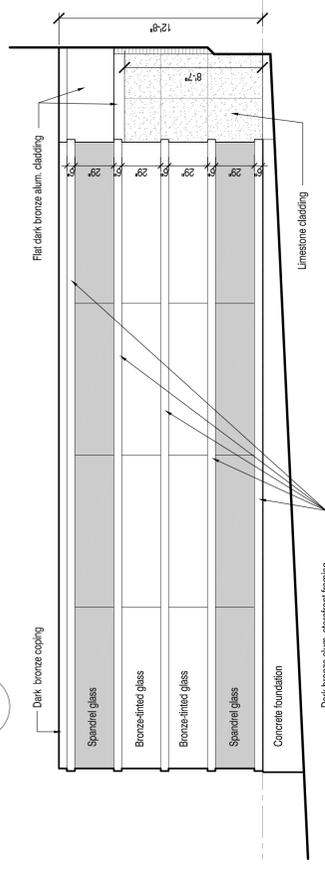
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Key Plan
Scale: 1" = 30'-0"

1
Existing Conditions - Partial First Floor
Scale: 3/16" = 1'-0"

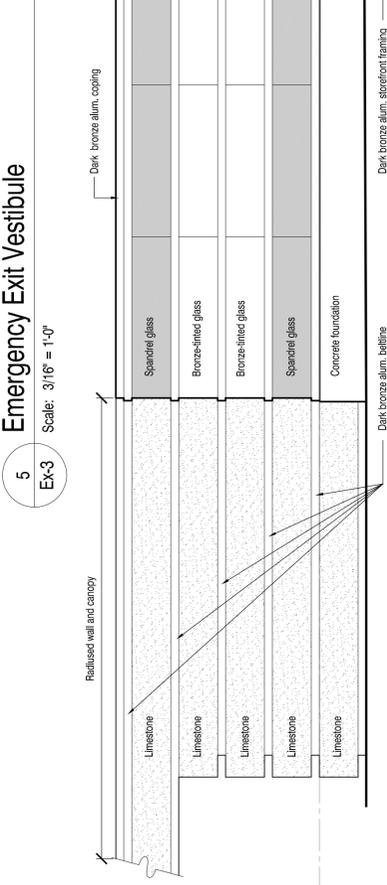




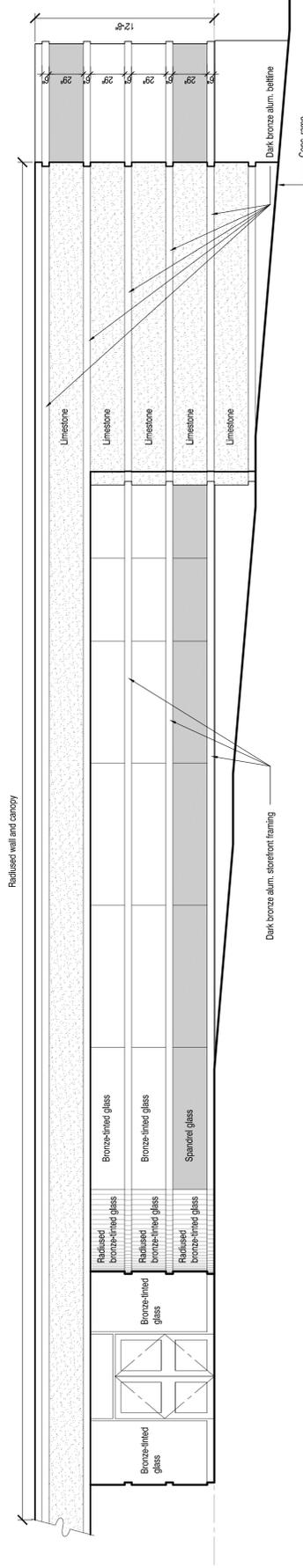
4 Existing General Building Sect Looking North
Scale: 3/16" = 1'-0"



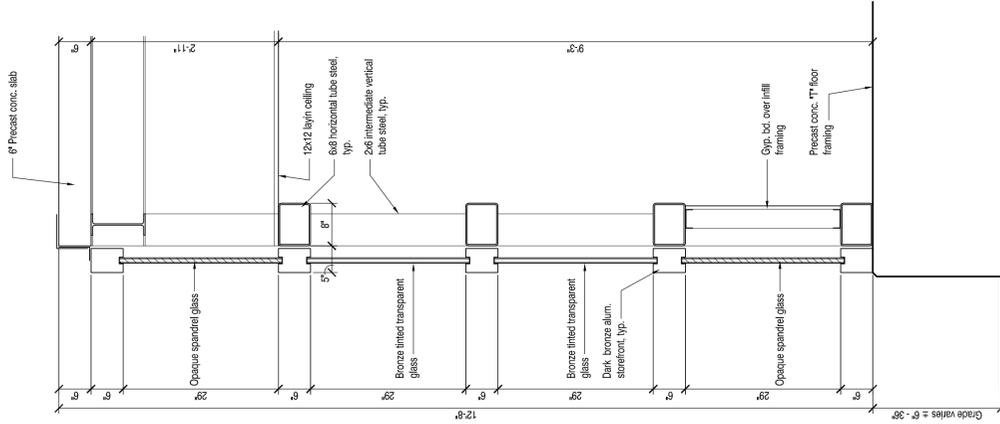
5 Existing North Elevation
Emergency Exit Vestibule
Scale: 3/16" = 1'-0"



2 Existing East Elevation
Scale: 3/16" = 1'-0"



1 Existing South Elevation
Scale: 3/16" = 1'-0"



6 Typical General Wall Section
Scale: 3/4" = 1'-0"

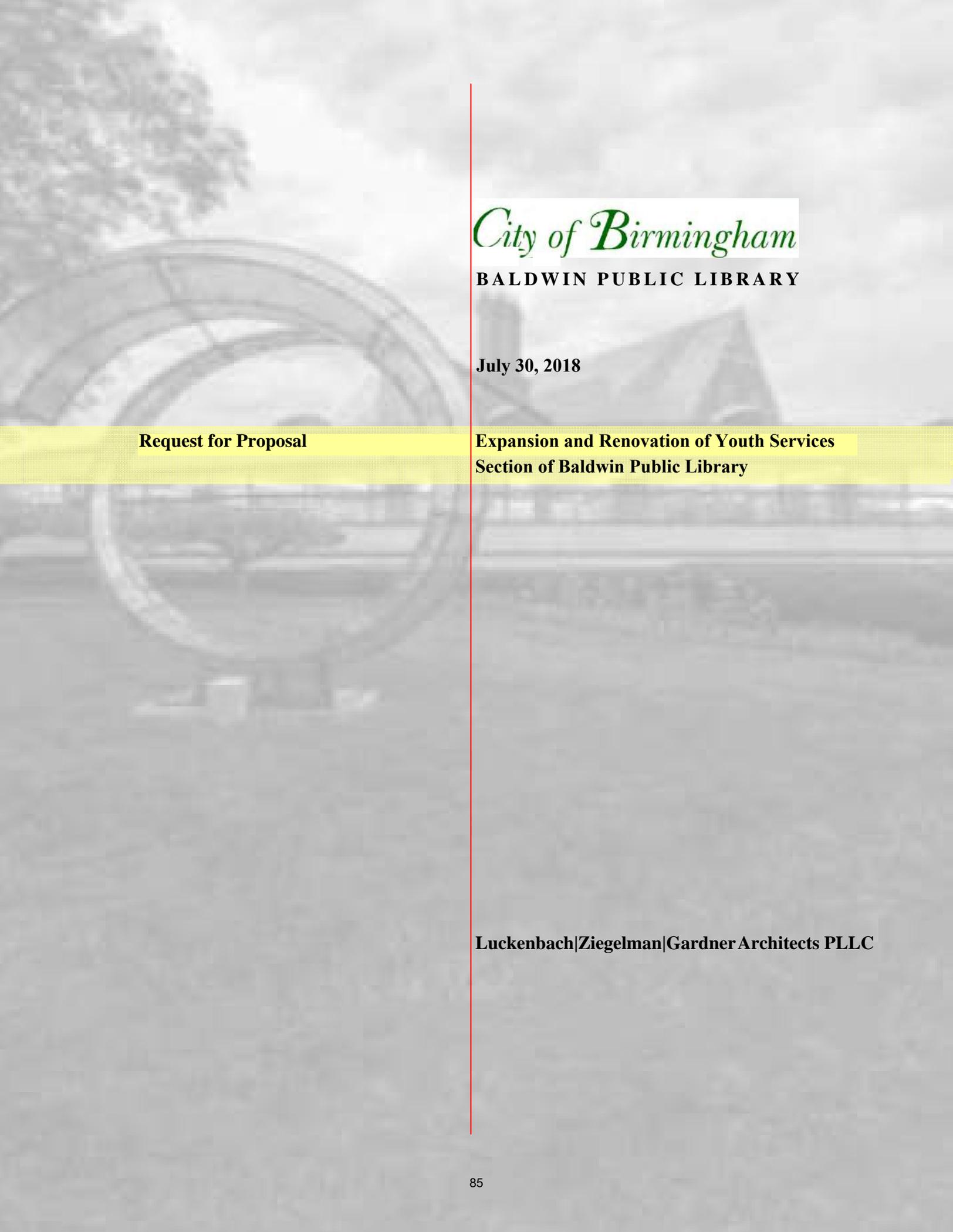
ATTACHMENT H – HEATING AND COOLING EVALUATION

For Expansion and Renovation of Youth Services Section of Baldwin Public Library

The following report was prepared by Peter Basso Associates, 5145 Livernois, Suite 100, Troy, MI 48098, in January 2018.

Heating and Cooling Evaluation Summary			
	Calculated Existing System Capacity	Proposed System Capacity Requirements	Remarks
Heating Load	- 126,945 BTUH	- 99,120 BTUH	OK, capacity of existing system is more than what is required for the expanded area.
Cooling Load	190,417 BTUH	208,719 BTUH	The cooling demand of the proposed expansion exceeds the capacity of the existing system. The proposed expansion is approx. 18,300 BTUH or about 1.5 tons greater than what is available.

The perimeter heat loss per lineal foot of the proposed expansion wall is less than 200 BTUH/LF and based on good engineering practice would not require supplemental heating elements, but might be considered.



City of Birmingham

BALDWIN PUBLIC LIBRARY

July 30, 2018

Request for Proposal

**Expansion and Renovation of Youth Services
Section of Baldwin Public Library**

Luckenbach|Ziegelman|Gardner Architects PLLC

July 30 30, 2018

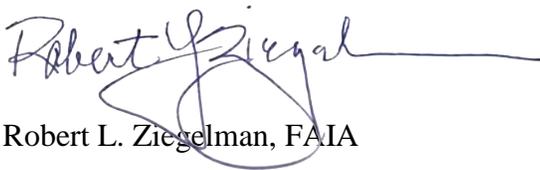
Baldwin Public Library
Rebekah Craft, Associate Director
300 W. Merrill Street
Birmingham, MI 48009
rebekah.craft@baldwinlib.org

Dear Rebekah:

Please accept our submission for the Expansion and Renovation of the Youth Services Section of the Baldwin Public Library.

We believe we have more than fulfilled all of your evaluation criteria for selection from our previous work with you and are very enthusiastic to have the same team gain your positive consideration again.

Regards,

A handwritten signature in blue ink that reads "Robert L. Ziegelman". The signature is fluid and cursive, with a long horizontal line extending to the right. There is a circular scribble or mark over the bottom part of the signature.

Robert L. Ziegelman, FAIA

Luckenbach|Ziegelman|Gardner Architects, PLLC
555 S. Old Woodward Avenue, Suite 27L
Bloomfield Hills, MI 48009
Office: 248-644-0600
Cell: 248-760-5650
Email: rzielgman@lzarch.com

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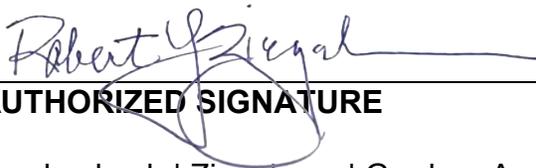
- 1. Forms for Completion within RFP**
- 2. Completed Projects**
- 3. Firm's Design Philosophy and Approach**
- 4. Description of Firm and Staff**
- 5. Description of Sub Architects**
- 6. Changes in the Staff**
- 7. Client References and Recommendations**
- 8. Project Timeline and Overall Approach**
- 9. Timelines Statement**

- 1. Forms for Completion within RFP**
 - a. Bidders Agreement**
 - b. Cost Proposal**
 - c. Iran Sanctions Act**

ATTACHMENT B - BIDDER'S AGREEMENT
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

In submitting this proposal, as herein described, the Architect agrees that:

1. They have carefully examined the specifications, terms and Agreement of the Request for Proposal and all other provisions of this document and understand the meaning, intent, and requirement of it.
2. They will enter into a written contract and furnish the item or items in the time specified in conformance with the specifications and conditions contained therein for the price quoted by the proponent on this proposal.

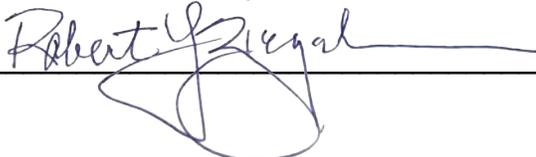
Robert L. Ziegelman FAIA	July 30, 2018
PREPARED BY (Print Name)	DATE
Principal In Charge	July 30, 2018
TITLE	DATE
	rziegelman@lzarch.com
AUTHORIZED SIGNATURE	E-MAIL ADDRESS
Luckenbach Ziegelman Gardner Architects	
COMPANY	
555 S. Old Woodward, Suite 27L, Birmingham, MI 48009	248 644 0600
ADDRESS	PHONE
Luckenbach Ziegelman Architects	248 644 0600
NAME OF PARENT COMPANY	PHONE
555 S. Old Woodward, Suite 27L, Birmingham, MI 48009	
ADDRESS	

ATTACHMENT C - COST PROPOSAL
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

In order for the bid to be considered valid, this form must be completed in its entirety. The cost for the Scope of Work shall be itemized by a dollar amount based on the Phases and elements included in this Request for Proposal as follows:

COST PROPOSAL	
ITEM	BID AMOUNT
Phase 1	
Design Development	\$ 40,162
Construction Documents	\$ 80,324
Phase 2	
Bidding Assistance	\$ 8,032
Construction Administration	\$ 33,130
TOTAL BID AMOUNT	\$161,648 *

Firm Name Luckenbach | Ziegelman | Gardner Architects

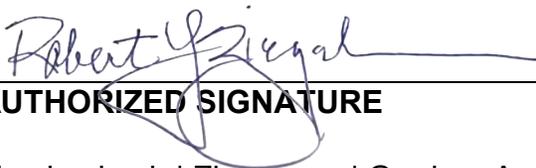
Authorized signature  Date July 30, 2018

* Architect's and Landscape Architects' Fee (all consultants and printing paid by owner and coordinated by Architect.

ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM
For Expansion and Renovation of Youth Services Section of
Baldwin Public Library

Pursuant to Michigan Law and the Iran Economic Sanction Act, 2012 PA 517 (“Act”), prior to the Library accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must certify that it is not an “Iran Linked Business”, as defined by the Act.

By completing this form, the Vendor certifies that it is not an “Iran Linked Business”, as defined by the Act and is in full compliance with all provisions of the Act and is legally eligible to submit a bid for consideration by the Library.

Robert L. Ziegelman FAIA	July 30, 2018
PREPARED BY (Print Name)	DATE
Principal In Charge	July 30, 2018
TITLE	DATE
	rziegelman@lzarch.com
AUTHORIZED SIGNATURE	E-MAIL ADDRESS
Luckenbach Ziegelman Gardner Architects	
COMPANY	
555 S. Old Woodward, Suite 27L, Birmingham, MI 48009	248 644 0600
ADDRESS	PHONE
Luckenbach Ziegelman Architects	248 644 0600
NAME OF PARENT COMPANY	PHONE
555 S. Old Woodward, Suite 27L, Birmingham, MI 48009	
ADDRESS	
38 345 4414	
TAXPAYER I.D.#	

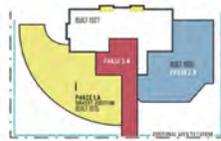
2. Completed Projects

DESIGN APPROACH

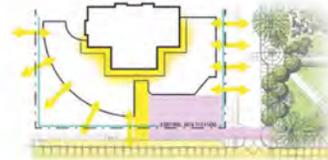


CONTEXT - BIRMINGHAM CIVIC CENTER

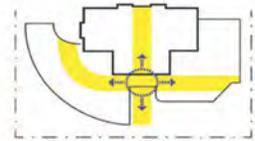
EXISTING STRUCTURE



PHASING



DAYLIGHTING



WAYFINDING



PROGRAM

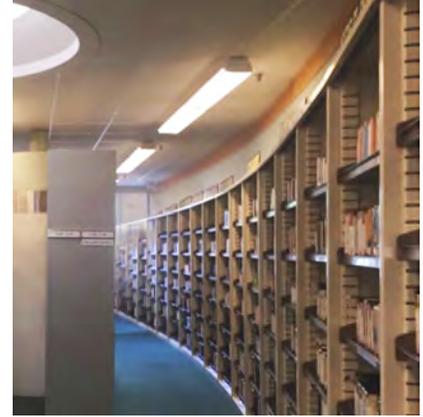
The 35,500 sq. ft. Public Library of Birmingham, Michigan wished to undertake a 3 phase “Interior renovation” that would provide well designed, “community oriented”, technologically advanced and visually exciting spaces to carry out innovative library services in the 21st century.

The program for the first phase would begin in the 8500 sq. ft. Gunnar Birkerts designed Adult Services addition (built in 1980). It would include re-allocating space, improve the layout of shelving and seating, create activity and collaboration hubs, establish small group study rooms, promote technological access to information and set the vocabulary for the remaining future phases.

A budget of \$2.1 million for construction and furnishings was set and 9% under budget was achieved. Completed in 2017.

Baldwin Public Library Birmingham, Michigan

Location	Birmingham, Michigan
Phase I	Adult Services
Area	8,500 sq. ft.
Budget	\$2,100,000
Cost	\$1,915,000
Reference	David Underdown



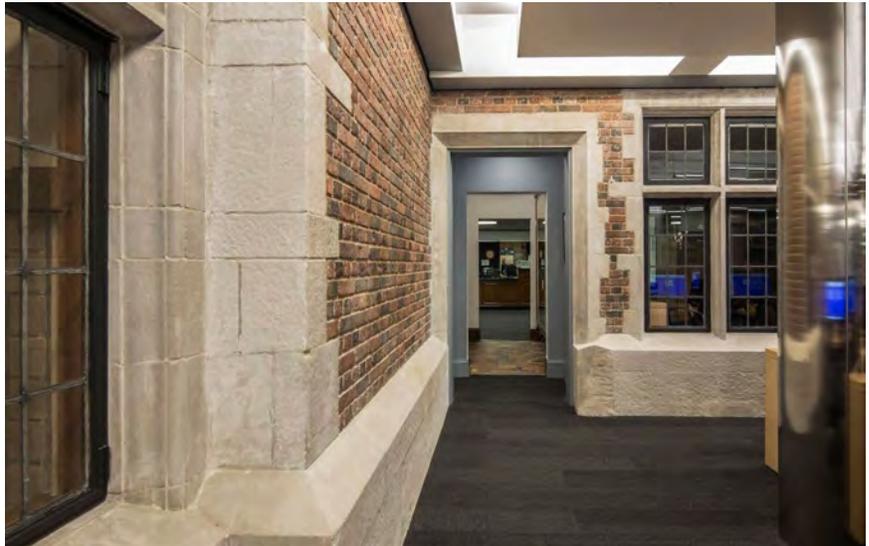
The Architect's goal was to further integrate the library into the life of the Community and Civic Center, to celebrate and integrate the original 1927 historic building as a common backdrop for the renovation and allow a unified visual and spatial interaction between various functions of the building additions- to create a sense of community and inter-connectivity within the Library.

The introduction of natural and artificial light by glazing the windowless curved limestone wall of the Phase I Birkerts addition (exterior renovation was not in the original program, yet still came in under budget) allowed more light and transparency, to see the community outside while being more inviting to come inside.



A central way-finding path and dropped wood slatted ceiling was created to clearly interconnect activities within the remodeled space and other parts of the library (future phases) in addition to integrating the building and directional graphics as part of the ceiling.

The original historic 1927 brick structure was cleaned to remove years of paint and bathed in sky lighting between the old and newer remodeled structure(s), resulting in the historic building being honored and celebrated juxtaposed with the modern environment.





Baldwin Public Library Birmingham, Michigan



Location	Birmingham, Michigan
Area	7,500 sq. ft.
Budget	\$2,342,000
Phase II	Expansion and Renovation of Youth Room

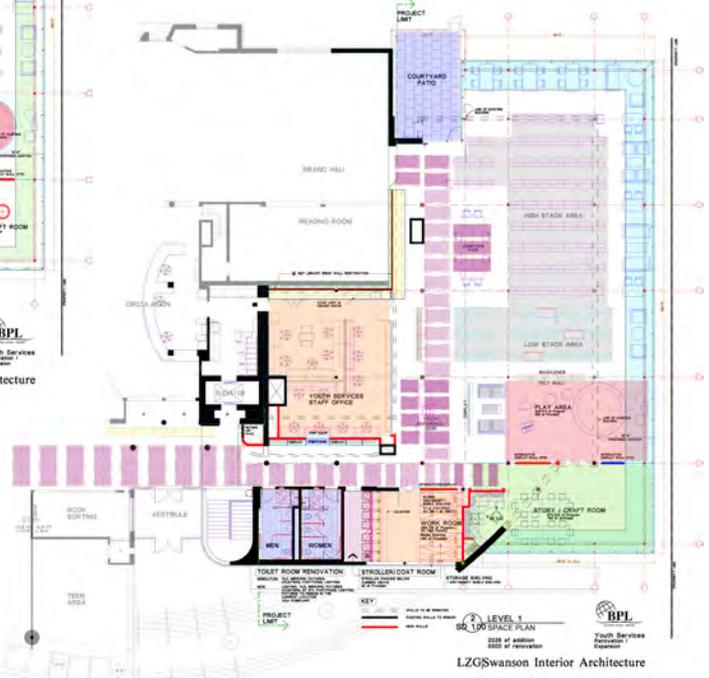
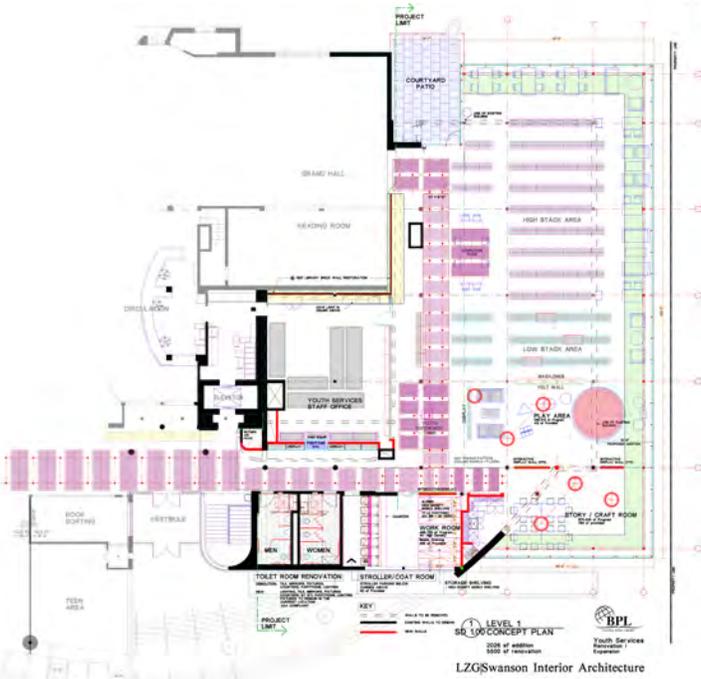
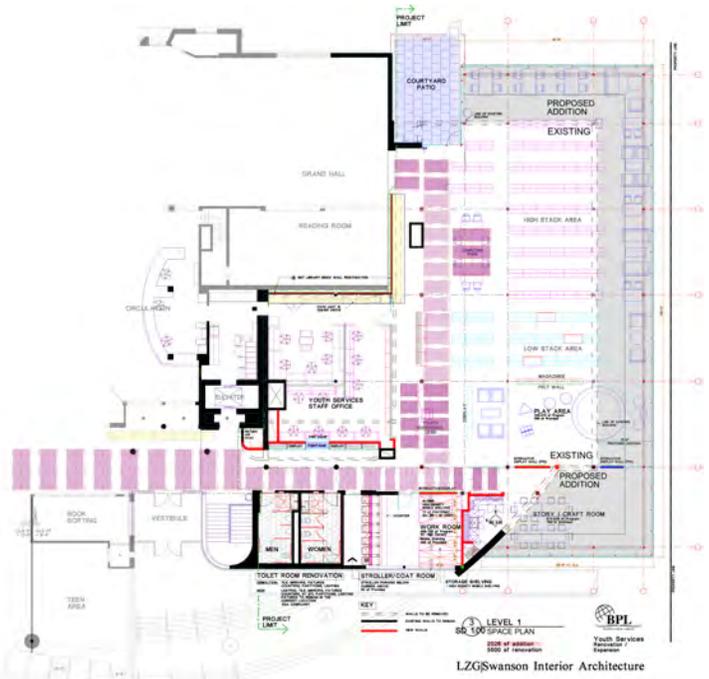
The Youth Room was built in 1960 and freshened in 1981, but requires major updating and expansion to relieve overcrowding. The expansion and renovation would continue the Phase I design concepts in order to serve its young population with the goal of “jumpstarting” their early education. It will enliven the west end of the downtown civic campus. Light will flood into and out of the building, creating a strong connection between the Library, Shain Park, and surrounding buildings. Based on patron input, the following objectives were developed.

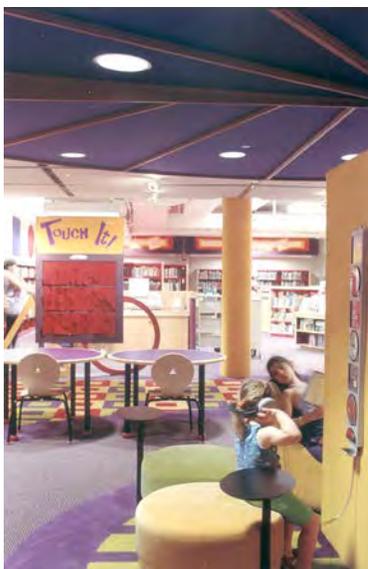
- Expand the Youth room by 40%, or approximately 2,000 sq. ft.
- Renovate and expand the existing space
- Purchase new furniture and fixtures
- make the entire area ADA compliant
- Modernize and increase the capacity of the bathrooms
- Add display cases and a large aquarium, as well as a separate room for strollers
- Expose the brick of the original 1927 building
- Clad the room in energy efficient and glare-reducing glass from floor to ceiling
- Add an outdoor children’s terrace and garden
- Landscape the exterior to integrate it better with Shain Park and The Community House











Location	Farmington Hills, Michigan
Firm's Responsibility	Complete AE
Design Principal	Robert L. Ziegelman, FAIA
Library Consultant	Dick deBear
Area	(new) 35,000 sq. ft. (renovated) 38,000 sq. ft. 73,000 sq. ft.
Realized Budget	\$12 million
Reference	Beverly Papai, Director 248.848.4301

The existing cast-in-place concrete structure of 38,000 sq. ft. was to have a 37,000 sq. ft. annex added with a skylighted connector link. The new structure was intended to create a building complex related to but not a copy of the existing library. The existing structure would house children and young adult functions while the annex would accommodate adult, assembly and office activities.

The integrity of the 1970's award winning concrete structure was maintained and visually integrated.

The children's area reclaimed from the basement of the existing structure was enlarged and renovated with a theme of circles, triangles and squares. A hands on Learning Center includes a large pin screen, musical instruments, an obstacle course for cognitive development and a touch screen computer.

The Library has incorporated the technical aspects of library management and materials handling. It was the first library in the nation to merge the three state-of-the-art technology systems which include a Dynix automated circulation system, a checkpoint radio frequency identification security system and a Tech Logic automated book return system.

The construction was staged in 3 phases without interruption of service.

Ann Arbor District Library - Mallets Creek Branch



Location	Ann Arbor, Michigan
Firm's Responsibility	Complete AE
Principal	Carl Luckenbach, FAIA
Area	17,000 sq. ft.
Cost - Budget	\$4.25 million
Reference	Josie Parker Director 734.327.4200

This 17,000 square foot facility is a community-based learning center that delivers superior customer services.

It has a unique sense of place and provides a safe and inviting environment to meet, while providing exhibit space, computers, and internet access, children's services and programming, reference and recreational reading.

The flexible design allows for future program changes and provides modularity in design of the structural, mechanical, electrical and data infrastructures.

This facility incorporates the basic tenants of green architecture to qualify for a gold rating by LEED by incorporating sustainable features such as vegetative roof, convection cooling, radiant heating, native plantings and materials selected on the basis of recycled content recyclability.



Award:
Honor Award for Sustainable Design,
AIA Michigan

Ann Arbor District Library - Pittsfield Branch



Location	Ann Arbor, Michigan
Firm's Responsibility	Complete AE and Interiors
Principal	Carl Luckenbach, FAIA
Area	16,000 sq. ft.
Cost - Budget	\$6.2 million
Reference	Josie Parker Director 734.327.4200

The Ann Arbor District Library (AADL), has embarked on a program of three new 14,000 SF branches to supplement two existing small ones in strip malls.



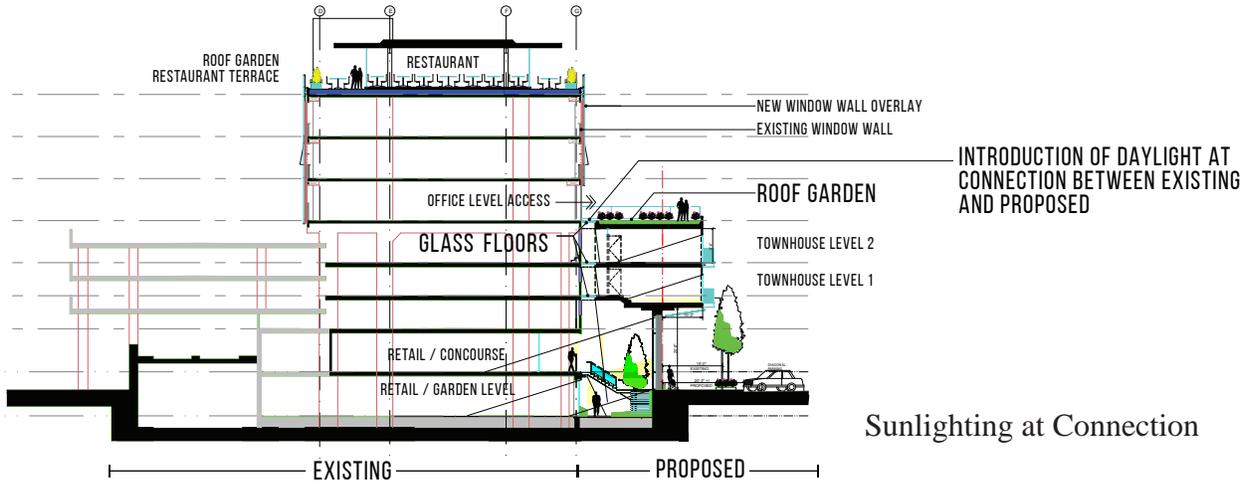
The primary library public functions are grouped in a rectangular plan under the principal form of the building. With the strategic placement of the Service desk, a single staff member can have surveillance of all of the public areas of the building without leaving the desk..



The overriding goal has been to provide a stimulating environment that both attracts and rewards patrons and supports the AADL in its deliver of superior service. With its clarity of plan, airy and open main space, lacy structure and generous daylighting, it has been a great success as measured by door counts, circulation figures, and the many patron compliments.

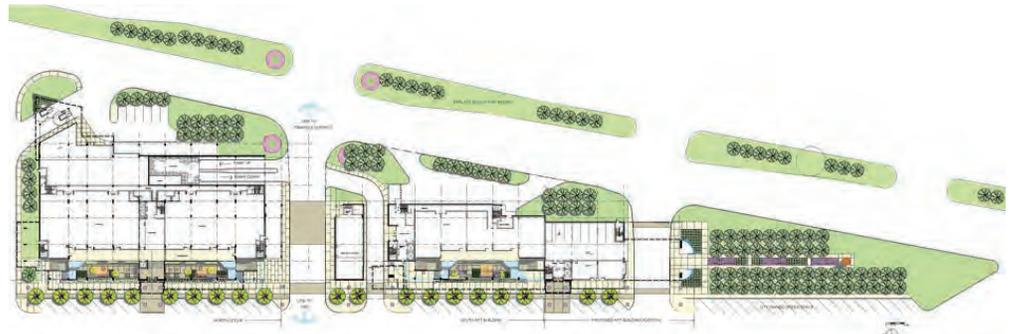


Award:
Honor Award for Sustainable Design,
AIA Michigan



Sunlighting at Connection

Site Plan - Integrating Public Space with overall design concept for additions



Entry Revitalization



The New Gateway to Birmingham



Chester Street Parking Structure



Awards:

- AIA Detroit Honor Award
- AIA Michigan Honor Award
- National Institutional and Congress Award of Merit

William Bell Townhouses



Awards:

- Architectural Record Apartments of the Year
- AIA Detroit Honor Award
- AIA Michigan Honor Award
- AIA National Honor Award
- AIA Michigan 25-Year Award
- Greatest Place to Live Award - City of Birmingham

Birmingham Fire Station

A 13,000 square foot facility that replaced an existing station on Adams Road and Bowers. It includes four equipment bays and a dormitory. **This building was featured on the cover of the Construction Association of Michigan magazine and received an AIA Michigan/Masonry Institute Honor Award.**



- 3. Firm's Design Philosophy and Approach**
 - a. 21st Century Public Libraries**
 - b. Concepts for the Future**
 - c. Role of the library in a municipal civic center**

Design of Libraries

For factors that are important in design of libraries, i.e. re-envisioning 21st century libraries - we have turned to the Aspen Institute Study for a concise review highlighting some of the factors we believe are essential and fit the parameters that the Baldwin Library is achieving through design and community outreach. They are:

People - The public library is a hub of civic engagement, fostering new relationships and strengthening the human capital of the community.

Place - The Public library is a welcoming space for a wide range of purposes - reading, communicating, learning, playing, meeting and getting business done. The library is also a virtual space where individuals can gain access to information, resources and all the rich experiences the library offers. In the creative design of its physical and virtual spaces the public library defines what makes a great public space.

Platform - The Public Library is user-centered. It provides opportunities for individuals and the community to gain access to a variety of tools and resources with which to discover and create new knowledge.

Strategy - Aligning library services in support of community goals and provide access to content in all formats i.e. universal broadband technologies, e-books and other digital content on the same basis as physical versions.¹

The library's ability to embrace change should be reflected in its physical flexibility.²

The public library is a place for the community to experiment and collaborate, to gather and engage, and to explore and confront important community issues.

It must take proactive and sustained steps to brand the library as a platform for community learning and development and the center of civic pride.

This civic pride in Birmingham should be reflected in the libraries recognition that it is an essential part of the Civic Center and attaches itself to it. The library should physically relate to the Park and the Community House to create a more visible identity with the Civic Center (See how this was solved in diagrams and phases 1 and 2 by Luckenbach | Ziegelman | Gardner (LZG) in Section 2).

1. Aspen Institute Study
2. R. L. Ziegelman

Youth Services "**Let there Be Light**" - both natural and artificial into all parts of the library along with transparency. The feeling of community is enhanced when spaces are open (or divided for sound privacy by glass) and this feels more spacious. Way-finding is easier and less stressful. This includes openings between floors as well. This concept was successfully implemented in the 1st phase of the Adult Services Renovation of BPL, **and designed in the second phase by LZG Architects.**

Of course, the use of color, materials and textures are an important factor for both comfort and utility, and should also consider environmental sustainability.

A sense of scale in the Youth Area is extremely important. Where we concentrated on raising the ceiling for more height in the Adult Area, we now consider areas in the Youth Section to lower the ceiling and create a smaller scale for the youngest children, such as in the IT, Stacks, and play areas.

The atmosphere or "**aura**" of the Youth Services space should be so strong as to compel children and their parents to keep coming back.

We believe the projects submitted in this proposal demonstrates our solutions put forth above in all or part of what we have designed in the past, and we hope illustrates our deep commitment to this community and contributions to its enrichment through design.

Through our designs to date, the Baldwin Public Library can become the symbol and core of the Birmingham Civic Center, and center of the community.

We are presently working on the 555 Building to become the "Gateway" to Birmingham, both symbolically and through design, while integrating the south end Gateway with the city park, and have completed the Baldwin Public Library Adult Services Renovation which depicts all of our goals.

We have successfully helped transform Birmingham from a village to one of the most desirable communities in the country with our 1966 Master Plan (fully implemented) and 29 award winning architectural and Public Space projects in the CBD.

We have designed, built, and created new zoning for the first in-town housing that created the basis for all in-town attached housing while winning National Honors for our work.

We would very much like to continue to bring our unique, award-winning talents, incredible history and record to fulfill our understanding of Birmingham and its goals to bear on the future planning and present renovation for the Youth Services of the Baldwin Public Library.

4. Description of Firm and Principals

Staff Members

Others Associated w/ Firm

5. List of Sub Architects and Qualifications

- 6.** Any changes in the staff members assigned to the project (principals, staff, and/or others) will be communicated to the client in writing within two (2) business days.

PROJECT REPRESENTATIVE

Robert L. Ziegelman, FAIA Phone: 248.644.0600
36800 Woodward Avenue, Suite 100 Fax: 248.644.6423
Bloomfield Hills, Michigan 48304 E-mail: rzielgman@lzarch.com

Luckenbach|Ziegelman|Gardner Architects PLLC is a full-service architectural, interiors, and planning practice noted for distinctive, responsive and lasting design, environmental responsibility, adaptive reuse, historical restoration and innovative solutions for education, corporate and community clients requiring specific program needs.

The firm operates on the basis of bringing the finest design and engineering professionals to bear on each project. Assembled during the initial phase, the team members remain together throughout the duration of the project. The size and organization of the firm provides personal attention by the principals and efficient execution of projects of any size.

The firm has extensive experience in Library design and Community Design. For the Baldwin Library Renovation of Youth Services, we have brought back together all of our team that worked on your BPL Adult Services Renovation and design of Youth Services Addition and Renovation..

Luckenbach|Ziegelman|Gardner Architects PLLC (formerly Luckenbach|Ziegelman Architects) has been in business under the present ownership for 25 years. The present staff of 7 with 5 registered Architects holding licenses in Michigan plus a total of ten other states. The firm is also a member of the USGBC (United States Green Building Council).

Throughout its evolution, the firm has maintained a commitment to the highest standards of professional practice. Perhaps one of the best testimonies to our credentials is the recognition from our peers. Robert Ziegelman, FAIA is a member of the American Institute of Architects' prestigious College of Fellows. He received the Detroit Gold Medal in 1997 and AIA Michigan Gold Medal in 2003. Our work has received over ninety design awards from client and professional organizations, was recognized by AIA Michigan as "Firm of the Year" in 2001 and holds the unique record of the most AIA Michigan 25 Year awards in the State. This is a good indication that our designs are solid after 25 years.

REFERENCES

David Underdown, Director
Baldwin Public Library
Birmingham, MI
248.647.1700

Mark Nichita, FAIA
Mayor, City of Birmingham
248.644.1800

Robert S. Kenning, City Manager (Ret.)
City of Birmingham
248.642.6161

Luckenbach|Ziegelman|Gardner Architects PLLC
555 S. Old Woodward Avenue, Suite 27L
Birmingham, Michigan 48009
Tel: 248.644.0600 Fax: 248.644.6423
Executive Architect

Chris deBear
1149 South Main
Plymouth, Michigan
734.459.5000
Advisor/Childrens Area

Peter Basso Associates
5145 Livernois, Suite 100
Troy, MI 48098
T | 248.879.5666
Mechanical and Electrical Engineering Consultant

Desai/Nasr Consulting Engineer
6765 Daly Road
West Bloomfield, Michigan 48322
Tel: 248.932.2010 Fax: 248.932.3088
Structural Engineering Consultant

Technology Plus, Inc.
6978 Cedarbrook Drive
Bloomfield Hills, Michigan 48304
Tel: 720.858.8622
Information Technology and AV Consultant

***NOTE: These are the same team members from
Adult Services and design of Youth Services***

**Proposed Staff Assignments
and Credentials**

Luckenbach|Ziegelman|Gardner Architects LLP

Robert L. Ziegelman, FAIA *serves as principal and designer in charge.* He provides familiarity with the local construction market, successful execution of civic library projects; productive collaboration with and coordination of architects and consultants nationwide; and, a familiarity with the community and its government procedures and personnel. He will lead in all major decision making aspects of the project. Bob will be available to, and maintain on-going communication with the client to make sure that the project is continually progressing to the client's satisfaction. Experience as Project Principal, Project Manager, Project Designer includes the City of Birmingham, Farmington Hills Library, Wayne State University Walter Reuther Library, University of Michigan Ross School of Business (9 Building Complex), and the Renovation of Adult Services and design phase of Youth Services for the Baldwin Library.

John Harrison Gardner, AIA *will serve as Principal Architect.* John will maintain direct day to day communication with the team throughout the course of the project and will be involved in all details including code requirements and government procedures. John will directly oversee all design development and production work and will coordinate the work of all consultants. His 7 years of experience with LZA included the Farmington Hills Library and Michigan National World Headquarters and the Baldwin Public Library Renovation of Adult Services and Design Phase of Youth Services.

Karen Swanson, AIA *will serve as project interior designer* and assist in programming and space allocation and technical detail development. Karen will develop all interior finishes, furnishings and space planning documents assisted by appropriate staff members and consultants. She had 7 years experience with LZA, that includes the Baldwin Public Library Adult Services and Design Phase of Youth Services.

Credentials on consultant firms are located at the end of this section. Our proposed consultants include:

Chris deBear
Advisor/Children Area

Chris has had a long relationship with the Baldwin Public Library. He and Bob Ziegelman have collaborated on civic Libraries over the past 13 years culminating in their work together on two of the Farmington Hills Library renovations and addition, along with collaboration on the Adult Services and Youth Services for BPL with the LZG team.

Desai/Nasr Consulting Engineers, Inc. *Structural Engineer*

Desai/Nasr Consulting Engineers Inc. has provided engineering services to Luckenbach|Ziegelman Architects for 30 years and is one of the Detroit areas largest, award-winning structural engineering firms. With 13 dedicated engineers on staff, Desai/Nasr is able to take on a greater number of projects than most other structural engineering companies in the region. Established in 1980, Desai/Nasr Consulting Engineers, Inc. is a corporation registered in the State of Michigan and a **certified minority business enterprise.**

Jay Desi, license #6201020603 will be principal-in-charge and has worked on most of Luckenbach|Ziegelman Architects

Selected Projects
Farmington Hills Community Library
Frederick Douglas Library
Grosse Pointe Public Library
Tappal Hall - Fine Arts Library
Lubavitch Foundation Library
Baldwin Public Library

Peter Basso Associates
Electrical and Mechanical Engineering

Recognized as a leader in mechanical engineering and electrical engineering, Peter Basso Associates is an MEP Consulting Firm at the forefront of application of new technology, and balancing performance with cost. In fact, a Peter Basso Associates system focuses on cost-effective solutions that pay returns over the life of the facility.

PBA's role on the project will be to provide preliminary assessment of overall electrical and mechanical systems and coordinate with AV and technology systems

Selected Projects
Royal Oak Public Library
Detroit Public Library
Warren Public Library
Howell Public Library
Kalamazoo College Upjohn Library
Baldwin Public Library

Technology Plus, Inc.

*Audio Visual Acoustic and
Library Systems*

Technology Plus, Inc. is an independent consulting firm specializing in technology solutions for voice, data, video and wireless applications. As an independent consultant, they provide to clients an unbiased analysis and recommendation for their technology solutions. This criterion allows Technology Plus to provide a truly objective, technical opinion that can be utilized for sound, fact-based decision-making. Technology Plus has grown over the past 12 years by specializing in voice data and video systems and keeping abreast of new library technologies as they emerge. Technology Plus is based in Denver, Colorado with a local Birmingham office.

Technology Plus' role on the project will be that of advisor for design and specification of technology cabling and AV infrastructure when required.



Education

Massachusetts Institute of Technology, Master of Architecture
University of Michigan
Bachelor of Architecture

Professional Experience

Partner, Principal,
Luckenbach/Ziegelman
Architects PLLC, Bloomfield
Hills, Michigan 1980- Present
Partner, Principal, Ziegelman
and Ziegelman Architects,
1964-79

Minoru Yamasaki, 1963-64
Eero Saarinen and Associates,
1959-62

Teaching Experience

Adjunct Professor, University
of Michigan, 1984-1994
Visiting Critic/Lecturer,
Massachusetts Institute of
Technology, Unv. of Pennsylva-
nia, Unv. of Wisconsin,
Lawrence Technological
University, University of
Detroit

Mr. Ziegelman has been Principal-In-Charge of more than 300 major buildings including 4 public and 3 university libraries in addition to various civic buildings, such as the BPL Renovation of Adult Services and Youth Area, Fire Station in Birmingham, Ypsilanti City Hall, and Affirmations Community Center in Ferndale. He has been able to synthesize the design of connecting and integrating historic buildings with contemporary additions that completely relate to their urban environment such as the Bell Townhouses in Birmingham, and the Matilda Wilson Aviary in Detroit and the Art History Library at the University of Michigan. All winning national acclaim. His work on the Birmingham Public Library integrated an existing modern building with an historic 1927 and 1960's mid-century modern addition and incorporating high technology to keep the library efficient and seamless and the combined library improvement flexible and in total harmony.

Few firms or architects enjoy the privilege of exerting such a significant impact on the place where they live and practice. Bob's body of work is matched by the firmly held belief that architects have a responsibility to be active members of their communities, both **through individual participation in civic affairs and undertaking commissions that contribute to the quality of the physical environment which results from a deep understanding of the community's needs and desires.**

Bob and Carl Luckenbach were members of the original "Civic Design Committee" that developed the basis for Birmingham's 1966 Plan. Over the past 40 years, Bob and later as Luckenbach/Ziegelman Architects, have designed 40 projects in the CBD that have won 29 design awards from AIA Michigan, AIA Detroit, Masonry Institute and the City of Birmingham which has helped to establish Birmingham being recognized as one of the outstanding communities in the country. Bob understands the synergy between the Baldwin Library and its position at the center of civic life.

Bob is the Founding Principal of Luckenbach/Ziegelman Architects PLLC and currently Luckenbach/Ziegelman/Gardner with completed works that span from coast-to-coast and have been honored with more than 90 design awards from the National, State and Local components of the American Institute of Architects.

Civic and Library Projects (partial list)

- Baldwin Library, Birmingham, Michigan
- Farmington Hills Library - Farmington Hills, Michigan
- Farmington Branch Library, Farmington, Michigan
- Art History Library, University of Michigan, Ann Arbor, Michigan
- Reuther Library - Wayne State University
- Adams Road Fire Station, Birmingham, Michigan
- Police Building, Farmington Hills, Michigan
- Affirmations Community Center - Ferndale, Michigan



As the Principal Architect, John will directly oversee all design development, and production work and will coordinate the work of all consultants.

With over 30 years of architecture, design and construction experience in the community and club, municipal, retail and residential markets, John has extensive experience in project development, from programming and schematic design through completion of construction (including the BAC).

He has been directly responsible for all or part of design, production and management for the listed relevant projects while at Gardner + Associates Architects, Luckenbach|Ziegelman|Gardner Architects and Kevin Roche John Dinkeloo and Associates, and including the Baldwin Public Library.

Education

University of Michigan,
Masters of Architecture
University of Michigan,
Bachelor of Architecture
Michigan State University
Bachelor of Landscape
Architecture

Accreditation

American Institute of
Architects: Member
Registered Architect:
State of Michigan

Honors and Awards

AIA Design Awards

Selected Projects

Luckenbach|Ziegelman|Gardner Architects (est. 2014)

Multi-Use - 555 Old Woodward Renovation, Birmingham, Michigan

Library - Baldwin Public Library Renovation, Birmingham, Michigan.

Automotive - Fred Lavery Audi - Range Rover Service Facility,
Birmingham, Michigan

Gardner+Associates Architects (est. 1991)

Residential - 50+ custom residential homes, cottages, additions, renovations
in the States of Michigan, Arizona, South Carolina & New York

Church - Grace Baptiste Church Expansion & Master Planning Birmingham,
Michigan

Club/Athletic - Michigan Golf Academy, Novi, Michigan
Birmingham Athletic Club Addition/Renovation, Bloomfield Twp., Michigan=
Elk Ridge Golf Club - Clubhouse, Atlanta, Michigan

Office/Retail/Clinical - Centra Transport Terminal Building Project, Sterling
Heights, Michigan

Cat Practice Veterinary Clinic, Birmingham, Michigan

Oakland Veterinary Referral Services, Bloomfield Hills, Michigan

Cingular, AT&T, Sprint Terminal Building, Detroit Zoo, Detroit, Michigan=

1740 Office Building Renovation/Addition, Troy, Michigan

Bortz Health Care - Existing Facility Renovation Feasibility Studies, Livonia,
Lake Orion, Detroit, Michigan

Fustini's Olive Oil, Traverse City and Ann Arbor, Michigan

Adaptive Re-Use - Canfield Plaza + Mid-Med Lofts, Detroit, Michigan=

Restaurant - The Flytrap, Ferndale, Michigan



Ms. Swanson concentrates on all interior design aspects of projects including communication between members of the design team, consultants, and the client. She is well versed in the development of complex contract designs and space planning. As a participant of the design team, she contributes her experience and creativity in programming feasibility studies, space planning, furniture selection and specifications and materials and finish selections, and is an integral part of the LZG team for the BPL work.

Ms. Swanson began her professional career working with the Chicago firms of Loeb, Schlossman, Hackl Architects. Environ Architects and the world renowned firm of Tigerman, McCury Architects, then onto Luckenbach Ziegelman Architects. In 1992 she formed a partnership with her father, Robert Saarinen Swanson and in 1999 with Glenda Meads. Karen is currently serving as the new Director of Interior Architecture at Lawrence Technological University.

Education

University of Illinois
Masters of Architecture
University of Michigan,
Bachelor of Fine Arts

Accreditation

American Institute of
Architects: Member
Registered Architect:
State of Michigan

Honors and Awards

AIA Design Awards (3)
Detroit Home Award (2)
Detroit Award
People's Choice Award

Position Held in Academics Institutions

Lawrence Technological University

Director of Interior Architecture, College Professor,
College of Architecture and Design, 2012 - present

University Of Detroit Mercy School of Architecture

Adjunct Faculty, Masters Design Studio, 2007 – 2012.

University Of Detroit Mercy School of Architecture

Adjunct Faculty, Undergraduate Design Studio, 1993, 1994

Position Held in Architecture Practice

Rossetti Architects April 2012 – September 2012

Consultant - Project Manager for USTA Campus projects

Karen Swanson AIA 1 Architectural Planning and Design

Principal, Commercial, Institutional, Residential 2010 – present

Swanson Meads Architects Principal

Commercial, Institutional, Residential 1998 – 2010

Consultant - Interior Space Planning-Cranbrook Academy of Art Library.

Consultant - Interior Design & Space Planning-Farmington Hills Public Library=

Swanson/swanson Architects Principal, 1993 - 1998

Luckenbach Ziegelman Architects 1989 - 1993

Tigerman Mccurry Architects Chicago, Il 1988 - 1989

Environ Architects Chicago, Il 1987-1988

Position held in Interior Design Practice

Loeb Schlossman & Hackl Architects Chicago, Il 1984 – 1987

JAYANT P. DESAI, PE, SE, SECB, CBIE
Principal, Structural Engineer, President

Jay Desai founded Desai/Nasr Consulting Engineers in 1980 and has been instrumental in the company's evolution to one of the largest and most well respected structural consulting firms in Michigan. Jay's experience includes structural analysis and design of major and award winning structures including educational facilities, recreational facilities, office buildings, parking structures, retail centers, convention centers, healthcare and research facilities, airports, religious facilities, housing complexes as well as major renovation projects.

As Structural Principle in Charge of the project, Jay will coordinate the team and review the structural design. He will provide leadership and coordinate the structural engineering effort fo ensure the quality of design is in line with the project goals. With over 30 years of managing multiple large projects and as President of Desai/Nasr, Jay will use his vast experience to ensure that quality structural design in implemented and the project goals are achieved.

Representative Projects

Zahnow Library - Saginaw Valley University
Baldwin Public Library - Birmingham, Michigan
Farmington Hills Community Library
Veterans Memorial Library – Trenton, Michigan
Grosse Pointe Public Library
Northville Municipal Complex
Northville City Center Upgrade
Grosse Pointe Park – Police, Public Safety
City of Richmond Municipal Offices
Southgate Community Center
Saline City Hall & Police Station

Education

Bachelor of Civil Engineering, M.S. University of Baroda, India
Master of Science in Civil Engineering, University of Illinois Urbana, Illinois
Major - Structural Engineering
Minor - Soil Mechanics and Foundations
Protective Construction and Investigative Engineering

Licenses and Registrations

Registered Professional Engineer

Registered Structural Engineer – Illinois, Arizona

Professional Affiliations

American Society of Civil Engineers
National Society of Professional Engineers
American Concrete Institute
American Welding Society
Precast / Prestressed Institute
International Concrete Repair Institute
American Association of Steel Construction
Structural Engineering Association of Michigan
Structural Engineering Association of Illinois

George A. Hopkins, Principal, Lead Mechanical Engineer

As Lead Mechanical Engineer, George is involved in the mechanical design and layout of HVAC, piping and control systems; the computer analysis of building heating and cooling loads and equipment selection; and central heating, chilled design.

George's work experience of nearly 30 years includes whole building energy simulations using multiple energy software platforms for both new and existing buildings to evaluate potential energy saving strategies. This includes the evaluation of building envelope enhancement, lighting energy reduction and lighting control, HVAC system selection, HVAC energy recovery system, solar heating hot water, solar domestic hot water, etc.

His education includes studies towards an Associate of Science from Macomb Community College and studies towards an Architectural Design Degree from Lawrence Technological University.

He is also a member of ASHRAE (American Society of Heating, Refrigerating and Air Conditioning Engineers).

**Eric M. Graettinger, PE, LEED AP BD+C,
Senior Associate, Lead Electrical Engineer**

Eric's responsibilities as Lead Electrical Engineer include the technical production of a project, such as system design and layout, product research, documentation and drawing review submittals, and field investigations. He also monitors the budget and schedule throughout the course of a project.

Eric has been involved in the design of specialty indoor and outdoor lighting systems, medium and low-voltage power distribution systems, fire alarm systems, emergency power distribution systems, power system evaluations, studies for existing primary and secondary distribution systems, and facility condition studies.

Eric's 19 years of electrical engineering experiences includes both new construction and renovation of retail, commercial, institutional, government, corporate and prototype facilities.

He holds a Bachelor of Science in Electrical Engineering from the University of Detroit Mercy. In addition, he is a Registered Professional Engineer in Michigan, Arizona and Nevada and is USGBC LEED Accredited.

He is a member and past President of the Detroit Section of IESNA (Illuminating Engineering Society of North America).

7. Client References and Recommendations



FROM:

David Underdown, Director
Baldwin Public Library
Birmingham, Michigan 48309

TO: BAC

RE: BAC Master Plan

As a member of The Baldwin Public Library Board and the BPL Construction Committee for the Adult Services renovation just completed, we are 'popping our buttons' with pride about how this group has enhanced the library's beauty and functionality. The end result of the Adult Services renovation has been acclaimed by hundreds of library patrons.

The team at Luckenbach, Ziegelman, Gardner were outstanding people to work with and the project was completed on time and \$150,000.00 under budget. It could not have been a better scenario. I have been repeatedly impressed over the last 2-1/2 years watching LZG develop concepts and carry them through to completion of the \$2.2 million project for the City of Birmingham and Baldwin Public Library. They faithfully participated in our monthly and sometimes weekly Construction Committee meetings as well as meetings with City officials. They were quick to respond and very hands on as issues arose. As in any renovation, unforeseen matters appear, and LZG worked through the complexities to keep things moving and to make sure that the intended results were achieved.

Because of our experience with LZG I highly recommend this team for the BAC project. I would be more than happy to address the BAC Board to answer any questions they may have.

Sincerely yours,

David Underdown

Comments on the Adult Services Renovation from the Flip Chart and Patron Comments

- The floor plan is surprisingly open.
- 11 out of 10. This is cool!
- So nice and airy.
- I like it a lot. Thank you.
- Wow!
- Beautiful and unique.
- 10 out of 10. Would visit again.
- Great use of my "taxpayer" dollars!
- Love the study rooms and the copious number of outlets.
- Nice!
- Stunning! Glad you can see the old exterior walls now!
- Nice natural lighting.
- Groovy
- Great use of taxpayer money. Etch glass wall of book return at least half way up from floor. The look is incongruous with the rest of the lovely, light, inspiring space.
- Love it, great renovation! Gives this place a nice touch.
- Amazing
- Awesome!!
- Very spiffy. Love it! A++
- Good
- It is cool!
- Wow!
- Love the DVDs section
- I love it! I saw a preview of the plans and it's even better than my expectations. Thanks so much!
- Amazing!
- Very pretty. Different, but nice.
- It looks pretty good.
- Love it!!! Thank you
- Gorgeous!
- Fantastic!
- Windows! Windows! Windows! XOXO. Also, I like seeing the brick! Well done!
- Picture of sun saying: I love the lighting. Imitation is the sincerest form of flattery.
- Love seeing the old Children's Entrance after so many years...brought back happy memories!!
- Love it.
- Wow nifty galifty!
- Can't wait to bring the kids back in. Wonderful update!
- Worth the wait!
- Super neat. Wish it was like this when I was younger.
- Love the clean, fresh design.
- Love the windows! Even those that were always there but no one knew.
- Love the regeneration/renovation – very shiny, geometrical.
- Awesome modern look! Love the light and interior walls! Great job!!!
- I love the windows! The exposed brick and stonework are beautiful. Great mix of new modern and old classic!
- The library looks wonderful! I love all of the windows and the new seating areas. Thank you!
- Great!!
- Great lighting! Good for anyone who is light-sensitive.
- Very nice!
- Like it!
- Great space!! Love the openness!
- Such a lot of thoughtful use of space and love the lime green – my favorite color!
- It is a lot nicer. Never seen anything like this.
- Spectacular! Very nice new layout and environment. What a difference!
- Love the energy!
- Looks lovely!!

- It's beautiful and inspires me to learn
- The new renovations are purrfect!
- Great staff!
- It's beautiful, airy and light!!
- Fabulous!
- Amazing
- Bright! (but in a good way)
- Love the original building coming through!
- Has a lot of room. It's colorful. It has 4 yellow fat chairs!
- It makes me want to study!
- Modern looking
- I like the yellowish green carpet.
- Wow!
- Has a lot of light. Very modern feel.
- Great!!
- Looks very neat and open.
- More space
- Really nice
- Beautiful
- Love!!
- Looks nice
- Outstanding!
- Wow! Bravo!
- 10/10
- Fantastic décor and lots of seating options for casual readers or students studying! Love it!
- P.S. The return bags box needs to be sent to the glue factory.
- Fabulous! Excellent adaptation of old and new! Brought back many, many memories of original.
- We love the area so much!
- Study rooms are amazing!
- Excellent renovation, competent staff!
- Wow!!! Beautiful. The new computer lab is awesome!
- Sweet!
- Wow!
- Fabulous!!
- Cool
- Wow!
- Wow!
- Amazing!
- Awesome
- Nice
- Love the light!
- Beautiful. Thank you!
- I love it! It is very open and this renovation was long overdue! I will try to check books out even more. It is much easier and very exciting! Keep up the great work, Baldwin! –a fellow book reader!
- I like the brick walls! (really artsy) → LIT!
- Wonderful!! Thoughts: The staff picks are hidden and down low – tough for us old people. You need a "Quiet please, speak quietly" sign by the reference desk because I suspect folks are so excited about the new place that when they ask questions they are generally real loud! (and I just spent two minutes trying to take the lid off the sharpie when I discovered you click it. When did Sharpie start to be made with clickers?) Still – wonderful. Also, an in-house Starbucks.
- I (heart) the colors, new furniture and windows. Loos great.
- Amazing
- Wow! Looks awesome.
- OMG! So beautiful! I love the sun coming into the library.
- Colorful
- Oh my! Our library is fabulous...and friendly (as always). Thank you.
- It's marvelous!
- Very nice!!
- Lovely! The renovation completes the library! IT is simply amazing!
- O.M.G. Am going to use the renovation spot to write my second book if I ever get to it! Ha-ha. I love it!
- Happy to see my tax money going to such a wonderful cause. It is stunning! Thank you.
- Everything is great, except for signs – you can read them just one-way

- (hanging signs and on the glass in computer lab). Thank you.
- Director and Board deserve credit for a job well done. Congrats.
 - Congrats to you and us. Great job! PS. Kindly provide “cushions” (removable/optional) to soften the hard chairs in the meeting room. Thanks.
 - Architects did amazing job!
 - I like the blend of the old and the new!
 - Absolutely great, marrying the past, the 80ties and the future! Well done.
 - Love the new look! The musical program was fantastic – Thanks so much!
 - Congratulations!
 - Nice job by architects. Hope they expand young adult section soon. Also, would be helpful to see library expand borrowing items to unconventional and contemporary ideas. Disappointed only a look was new.
 - I love it! Great job – love seeing the older parts of the building, such as the leaded glass windows. Bravo! Look forward to the Idea Lab.
 - I like it because it is modern!
 - Really enjoyed the hot dogs
 - Love it
 - I like it very much. Love the new library!
 - It’s awesome!
 - Very different...
 - Modern and inviting.
 - Love, can’t stop sitting on furniture!
 - It looks so cool!
 - It’s AMAZING!!
 - I think it’s very functional, creative and makes people want to come to the library on a new level. I love it!
 - The rooms look so much better!
 - Beautiful – Incorporates the traditional style with the contemporary!
 - How about reading glasses “for borrow”?
 - Signs in ceiling are nice.
 - Just a suggestion – staff should be as quiet in the teen section as they are in the adult section!
 - Very open
 - Cool and open
 - The renovation is very modern. It also has more books and open areas where people can sit!
 - Really like the new signs (above head) – makes it easy to see and find sections.
 - Love the natural light. Also love the exposed brick/windows inside.
 - Good
 - I like the new carpet.
 - Love the O’s design and transparency – cool!!
 - Soft lighting is nice! Should get whiteboards in the study rooms!
 - Nice
 - Looks cool
 - Awesome, cheerful and pleasant.
 - Love the open floor plan. So inviting and sunlight is fantabulous!!
 - Love it!!
 - The design is so FRESH
 - Good job!
 - Me gusta mucho!
 - I (heart) the new library.
 - It looks awesome
 - It looks amazing
 - Old is NEW again!
 - It’s really spacious! I haven’t been here since last summer.
 - Modern
 - Love the new look
 - Nice job mixing the old and new!
 - Everything is very clean and love the windows/private rooms.
 - Bon treball!
 - Martha Baldwin is amazing.
 - Stunning
 - Bright and cherry
 - Amazing!
 - AWESOME
 - EXCELLENT!!!
 - Love it

- It's great.
- Really beautiful!
- This is really cool!
- A fresh look
- Amazing!
- LOVE IT!!!
- It's way better than the old one from before
- So cool
- Very organized and architecturally amazing!
- More computers
- Pretty amazing has a lot more space for fun!
- Excelente!
- Fabulous! Love the light!
- So cool
- The teen section is the best part! A+++
- It looks cool
- Love it!!!
- Looks great!
- Love all the natural light!
- Thank you
- AMAZING
- I like the glass wall
- Cool!!
- Nice
- I like all the windows!
- It's lit!
- Fab renovation!! Great to maintain historical elements. A+
- Good
- I love it!
- Beautiful!
- Modern
- I love it so much!
- I like the labels
- You can only read the signs one way
- Looks great!
- It's fantabulous!
- I like the cool chairs!
- Cool, way better than the old one.
- I (heart) it!
- It's so easy to find things.
- I live here now so it's cool.
- It's a nice place and is great looking.
- Cool!
- Love it!
- Looks good!
- Better signage please
- It is very nice! I like the exposed brick!
- So cool!
- It's very very very very cool!!!
- Very modern! And nice!
- How inspiring. I love the new look.
- I wish there was better blocking for teen room.
- Cool
- I like the new layout. The division of area is nice!!
- The library renovation is brilliant, welcoming, and accessible to all ages! Thank you for your tenacity to get this project done. Thank you for seeking community input. Thank you for greatly improving the quality of life in Birmingham with the astute and masterful improvements to our library.
- The Library looks fantastic. Windows on the outside make it inviting, a place on wants to visit. Looking out from within makes it feel a part of the neighborhood. It feels so fresh and comfortable. The expanse of the new windows compliments the windows on the east side's children's section. It brings great cohesiveness to the Library's south side external appearance.



FARMINGTON COMMUNITY LIBRARY

Mr. Robert Ziegelman, FAIA
Luzkenbach Ziegelman Architects PLLC
36800 Woodward Suite 100
Bloomfield Hills, MI 48304

Dear Bob,

Bob, you should be so proud of the building you designed! I take immense satisfaction in seeing people actually use the facilities that we have discussed/reviewed/changed for the last three years.

At our Library Dedication last Sunday, over 2,000 residents toured the completed library. They checked out over 2,700 items, consumed over 5,000 cookies, and made wonderful comments about how their tax monies were spent on the library.

I made a public comment about this event being the “end of the beginning” for a planning process that was started in 1986. I predict that public use will continue to soar, with our one million plus circulation statistic edging towards two million!

As we close this project, I also want to share with you how personally satisfying it has been for me to associate with you. You have such vision! You are also just fun to be around. I will miss our meetings every two weeks.

I know that we have a few items yet to resolve; however, that time will pass quickly. I hope the amity that evolved with this project will last a lifetime.

With best regards,

Beverly D. Papai
Director

BDP:dls

**Robert S. Kenning, City Manager (Ret.)
Birmingham, Michigan**

AIA Detroit
2010 Awards Program
553 East Jefferson Ave.
Detroit, MI 48226

Re: Charles Blessing Award

Dear Selection Committee,

I feel honored to recommend Bob Ziegelman for the prestigious Charles Blessing Award. I believe I am uniquely qualified to comment on his commitment, leadership in planning and vision for the future of the City of Birmingham. I served the City from 1965 – 1989 as the City Manager. Recommendations and service by professionally qualified citizens has been one of the keys to Birmingham's success as a place of choice for residents and business owners.

In 1966, Bob Ziegelman, along with several other architects, a landscape architect, and an architect/photographer designed an overall Urban Design plan for Birmingham.

They met for 12 months in the basement of a local Real Estate office and built models and developed visuals to present their ideas to the City and the Public.

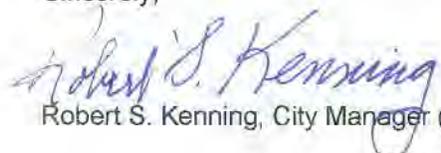
The Urban Design Plan was adopted and a Professional Urban Designer/Landscape Architect was hired to complete the documentation.

This Plan included many innovative ideas which were all implemented over the next 35 years.

- A Ring Road servicing truck traffic and thru – traffic.
- Restore and design all alleys in the CBD to pedestrian friendly walkways and spaces for backdoor shopping and service.
- Introduced attached and higher density urban housing in the CBD prior to "new urbanism techniques.
- Allocated a hotel site in the midst of the CBD that became only 1 of 2 Preferred Hotels in Michigan and home to most celebrities visiting the Metro – Detroit area (The Townsend). Incidentally, every "expert" at the time, considered the center of Birmingham as a bad location for a commercial hotel.
- Located all 5 City Parking Decks which were all built at strategic locations as indicated on the Master Plan.
- Strengthened the existing street pattern system and avoided one –way and street closings that was a prevalent design pattern of the day.
- Implemented street furniture, the Birmingham street lighting and landscape systems that eventually were completed thru-out the CBD.
- Created vistas thru-out the CBD as part of a pedestrian friendly landscape pattern.
- Transformed the CBD into a world class, pedestrian friendly community.

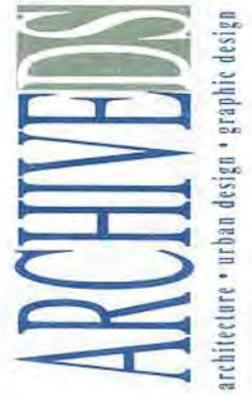
Because of the above Master Plan, his Civic Participation and award winning architectural projects in the City of Birmingham over these last forty years, which resulted in extraordinary improvements in our urban environment, I strongly endorse Bob Ziegelman for the Charles Blessing Award.

Sincerely,


Robert S. Kenning, City Manager (Ret.)

AIA/Detroit
Beaubien House
553 East Jefferson
Detroit, MI. 48226
313.965.4100

RE: AIA Detroit 25-Year Award



AIA Detroit Recognition's Committee,

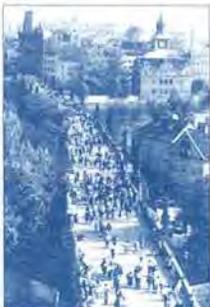
The Bell Townhouses in Downtown Birmingham have been a part of the urban landscape for nearly three decades. During these years, the project has been meticulously maintained and continues to be used as it was initially intended. With the preservation of the historical home on the site, and the addition of the properly scaled multiple housing units, the character of the street and the neighborhood was solidified.

As a walkable community, Birmingham has greatly benefited from this development as it contributes to the pedestrian scale of Brown Street. A few years ago, as a member of the Birmingham Planning Board, I advocated changing the zoning along this street to accommodate similar developments using the Bell Townhouse development as precedent. This significant planning and zoning alteration, with the Bell project setting an example, has allowed for numerous townhouse developments to be constructed over the past decade. This increase in density and diverse dwelling units is consistent with the plan and vision of the downtown and adjacent neighborhoods.

I fully support the William Bell Townhouse project for an AIA 25-Year Award and feel that it will contribute to the landscape of Downtown Birmingham for many years into the future.

Mark Nickita, AIA
President

Archive Design Studio • architects+urbanists
Detroit • Toronto
313.963.6687
www.archiveds.com



**8 & 9. Project Timeline and
Overall Approach**

SCOPE OF WORK

The Architect shall perform the following services in accordance with the requirements as defined herein.

Overview

The Baldwin Public Library—located at 300 West Merrill in downtown Birmingham—was built in 1927, with major additions completed in 1960 and 1982. The original building was designed by Marcus Burrowes; the 1960 addition was designed by Linn Smith; and the 1982 building was designed by Gunnar Birkerts.

The main purpose of this RFP is to secure design development, construction drawings, bidding assistance, and construction administration services for the expansion and renovation of the Youth Services section of the Baldwin Public Library, based on a concept plan previously developed by Luckenbach|Ziegelman|Gardner Architects. That design is detailed in Attachment E.

Program Confirmation

- 1) Assist Library in determination of responsibilities, procedures, and schedule requirements. The Library will be responsible for documentation of all meetings associated with the Project.

- 2) Review existing studies, space programming, layouts and designs provided by Library with regard to the Scope of Work of the project. Provide early advice to the Library on possible changes to the objectives to assure feasibility, quality, meeting cost budget, and minimizing reductions in service during construction.

- 3) Confirm with Library the professional fees and the schedule.

PHASE 1

Design Development

- 1) Based on the conceptual/schematic designs of January 27, 2018, develop Design Development Documents for the Library's approval. The process will include meetings with Library staff to hear their opinions, meetings with Library administration and the Library Board Building Committee, and a presentation to the Library Board.
- 2) The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents—including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems—to fix and describe the size and character of the Project as to architectural; interior design; structural, mechanical, and electrical systems; and landscaping (children's terrace, children's garden, landscaping along Bates Street, etc.)—including lighting, acoustics, and internal materials and finishes--and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.
- 3) The Architect shall update cost estimates (including a line-by-line breakout of all fees, architectural costs, construction costs, furnishings, shelving, technology, and construction and design contingencies) and submit them to the Library.
- 4) The Architect shall update the project phasing plan and construction timeline and submit those to the Library.
- 5) The Architect shall provide up to 3 renderings of internal and external features suitable for public viewing and preliminary code compliance review by the City's Building Department.
- 6) The Architect shall ensure that all proposed work—including mechanical and electrical—will not compromise possible future modifications and additions to the building.
- 7) The Library will determine, in consultation with the Architect, if a library planning consultant is needed and, if so, the extent of the involvement.

Construction Documents

- 1) Construction documents shall include, but not be limited to, detailed civil, architectural, engineering, and shop drawings for the construction of this project.
- 2) Based on the Library's approval of the Design Development Documents and the Library's authorization of any adjustments in the Project requirements and the budget for the cost of work, the Architect shall prepare Construction Documents for the Library's approval.
- 3) The process will include meetings with Library staff, the Library Board Building Committee and the City's Building Department.
- 4) The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of drawings, specifications, and structural calculations, setting forth in detail the quality levels of materials and systems. Any and all terms and conditions associated with construction documents will be subject to the review and approval of the City.
- 5) The Architect shall provide 4 sets of the completed construction documents to the City's Building Department for code compliance review.
- 6) The Architect shall make any necessary updates to the cost estimates.
- 7) The Architect shall ensure that all work proposed—including mechanical and electrical—will not compromise possible future modifications and additions to the building.
- 8) Design Development and Construction Documents shall be completed by December 20, 2018.
- 9) **The architect will not exceed the timelines established for the completion of this project, and will be available according to the proposed timeline.**
- 10) **the architect will be responsible for any changes (within the scope of the work) necessary for the plans to be approved by the client.**

PHASE 2

Bidding Assistance

1. The Architect, following the approval of the Construction Documents and the latest preliminary cost estimate of construction cost, shall assist the Client in obtaining bids and shall assist in the bidding process by:
 - a) Assisting the Client in the preparation of the Architectural specifications for the City's bid documents.
 - b) Assisting the Client by participating in a mandatory pre-bid meeting with bidders for construction.
 - c) Assisting the Client in the preparation of responses to questions from the prospective bidders and providing clarifications and interpretations of the bidding specification documents to all prospective bidders in the form of addenda.
 - d) Assist in the evaluation of bids for the selection of a construction contractor.

Construction Administration

1. The Architect shall assist the City in providing administration of the construction project. The Architect's responsibility to provide assistance under this section of the Scope of Work shall commence upon the award of the initial contract for construction and terminates upon the payment of the final payment to the construction contractor.
2. The Architect shall be a representative of and shall advise and consult with the City during the administration of the contract for construction. The Architect shall regularly advise and consult with the City during the construction phase.
3. The Architect shall visit the site and may be accompanied by a representative of the City's Building Department at intervals appropriate to the stage of construction, or as otherwise agreed by the City and Architect, (1) to become generally familiar with and to keep the City informed about the progress and quality of the portion of the work completed, (2) to endeavor to guard the City against defects and deficiencies in the work, and (3) to determine in general if the work is being performed in a manner indicating that the work, when fully completed, will be in accordance with the contract documents. However, the Architect shall not be required to make exhaustive continuous on-site inspections to check the quality or quantity of work. The Architect shall neither have control over or charge of, not be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work.

4. The Architect shall report to the City all known deviations from the contract documents and from the most recent construction schedule submitted by the construction contractor. However, the Architect shall not be responsible for the construction contractor's failure to perform work in accordance with the requirements of the contract documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of and shall not be responsible for acts or omissions of the construction contractor, subcontractors, or their agents or employees, or of any acts of any other persons or entities performing portions of the work.
5. The Architect shall, at times outlined in this RFP, have access to the construction site to facilitate its visits.
6. Except for code compliance or permit related issues as deemed necessary by the City, the Architect shall serve as the primary contact in communicating with the construction contractor concerning matters arising out of or relating to the construction documents. Communications by and with the Architect's consultants shall be through the Architect.
7. The Architect has the authority to reject work that does not conform to the contract documents, following consultation with the City.
8. The Architect shall review and respond to requests for information about the contract documents.
9. The Architect shall maintain a record of submittals and copies of submittals supplied by the construction contractor.
10. The Architect may authorize minor changes in the work that are consistent with the intent of the contract documents and do not involve an adjustment in the contract sum or an extension of the contract time, upon review and approval by the City and Library.
11. The Architect shall conduct inspections to determine the date or dates of substantial completion and the date of final completion.
12. The Architect shall prepare change orders and construction change directives, with supporting documentation and data if deemed necessary by the City for the City's approval and execution in accordance with the construction documents.
13. The Architect shall review and certify the amounts due the construction contractor to the designated City representative.



NEW BUSINESS

2019 Baldwin Library Calendar Proposed Revision

The following page contains the 2019 Baldwin Library calendar, as approved by the Library Board on August 20. The page after that shows a proposed revision of the calendar, with the date to be changed marked in red.

In the version approved by the Board, the October 2019 meeting was mistakenly listed as being on October 14, which is the second Monday of the month. In fact, Library Board meetings normally take place on the third Monday of the month. Therefore, I recommend that the 2019 calendar be revised so that the October meeting date is listed as October 21.

**Baldwin Public Library
2019 Calendar (Approved)**

Tuesday, January 01, 2019	Closed	New Years Day
Tuesday, January 08, 2019	7:00 PM	Friends of the Library Board Meeting
Monday, January 21, 2019	No Board activity	Martin Luther King, Jr. Day
Wednesday, January 23, 2019	7:30 PM	Library Board Meeting
Tuesday, February 12, 2019	7:00 PM	Friends of the Library Board Meeting
Monday, February 18, 2019	7:30 PM	Library Board Meeting
Tuesday, March 12, 2019	7:00 PM	Friends of the Library Board Meeting
Monday, March 18, 2019	7:30 PM	Library Board Meeting
Tuesday, April 09, 2019	7:00 PM	Friends of the Library Board Meeting
Monday, April 15, 2019	7:30 PM	Library Board Meeting
Friday, April 19, 2019	No Board activity	Good Friday
Friday, April 19, 2019	No Board activity	Passover begins
Sunday, April 21, 2019	Closed	Easter
Saturday, April 27, 2019	No Board activity	Passover ends
Friday, May 03, 2019	7:00 PM - 9:00 PM	Friends of the Library Book Sale
Saturday, May 04, 2019	9:30 AM - 4:30 PM	Friends of the Library Book Sale
Sunday, May 05, 2019	12 NOON - 4:00 PM	Friends of the Library Book Sale
Monday, May 06, 2019	10:00 AM - 2:00 PM	Friends of the Library Book Sale
Tuesday, May 14, 2019	7:00 PM	Friends of the Library Board Meeting
Monday, May 20, 2019	7:30 PM	Library Board Meeting
Saturday, May 25, 2019	Closed	Memorial Day Weekend
Sunday, May 26, 2019	Closed	Memorial Day Weekend
Monday, May 27, 2019	Closed	Memorial Day
Tuesday, June 04, 2019	No Board activity	Eid al-Fitr
Tuesday, June 11, 2019	7:00 PM	Friends of the Library Board Meeting
Monday, June 17, 2019	7:30 PM	Library Board Meeting
Thursday, July 04, 2019	Closed	Independence Day
Monday, July 15, 2019	7:30 PM	Library Board Meeting
Sunday, August 11, 2019	No Board activity	Eid al-Adha
Monday, August 19, 2019	7:30 PM	Library Board Meeting
Saturday, August 31, 2019	Closed	Labor Day Weekend
Sunday, September 01, 2019	Closed	Labor Day Weekend
Monday, September 02, 2019	Closed	Labor Day Weekend
Friday, September 06, 2019	Closed	Staff Development Day
Tuesday, September 10, 2019	7:00 PM	Friends of the Library Board Meeting
Friday, September 13, 2019	Closed	Staff Development Day
Monday, September 16, 2019	7:30 PM	Library Board Meeting
Sunday, September 29, 2019	No Board activity	Rosh Hoshanah
Tuesday, October 08, 2019	7:00 PM	Friends of the Library Board Meeting
Wednesday, October 09, 2019	No Board activity	Yom Kippur
Monday, October 14, 2019	7:30 PM	Library Board Meeting
Friday, November 01, 2019	7:00 PM - 9:00 PM	Friends of the Library Book Sale
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Monday, November 18, 2019	7:30 PM	Library Board Meeting
Wednesday, November 27, 2019	Close at 5:30 PM	Thanksgiving Holiday
Thursday, November 28, 2019	Closed	Thanksgiving Day
Monday, December 16, 2019	7:30 PM	Library Board Meeting
Tuesday, December 24, 2019	Closed	Christmas Eve
Wednesday, December 25, 2019	Closed	Christmas Day
Tuesday, December 31, 2019	Close at 5:30 PM	New Year's Eve
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