



**BALDWIN PUBLIC LIBRARY MINUTES,
SPECIAL MEETING
November 21, 2022**

Call to Order and Roll Call:

The meeting was called to order by Vice President Jennifer Wheeler at 6:00 p.m.

Library Board present: Melissa Mark, Karen Rock, Danielle Rumble, Jim Suhay, and Jennifer Wheeler.

Absent and excused: Frank Pisano.

Library Staff present: Rebekah Craft, Director; Jaclyn Miller, Associate Director; and Robert Stratton, Administrative Assistant.

City Staff present: Jeff Zielke, City of Birmingham Building Department (via Zoom).

Guests present: Dianne Schurg from Merritt Cieslak Design; Steve Schneemann from Merritt Cieslak Design (via Zoom); Jason Rewold, Matthew DeSchutter, and Mel Gingiloski from Frank Rewold & Sons.

Members of the public present: One via Zoom.

All present recited the Pledge of Allegiance following the establishment of a quorum.

General Public Comment Period: There was no public comment.

1. Interview of Construction Management Firm Frank Rewold & Sons – present were Vice President Jason Rewold, Project Estimator Matthew DeSchutter, and Project Superintendent Mel Gingiloski – Board members asked the following questions of the representatives regarding their experiences managing projects similar to Phase 3. The firm was given sixty minutes to field questions from the Board.

WHEELER: Does your firm have the appropriate staffing, resources, and financial stability to execute the project as proposed? How many projects are you currently managing?

WHEELER: How has your firm's overall construction creativity in past projects helped the project budget goals, especially during a time of rising inflation?

ROCK: How do you plan to continue the operations of the library and maintain staging, safety and logistics during the project?

MARK: Please describe your experience working with the expectations of Birmingham and/or similar communities that place high value on aesthetics and public spaces, and your understanding of the importance of this project and the Library as part of Birmingham's Civic center.

RUMPLE: Are the firm's principals and staff compatible in working considerately and effectively with the Baldwin Public Library and MCD staff members?

SUHAY: Are you familiar with the City of Birmingham's building codes and permitting process, and what is your experience in working successfully with municipalities when issues arise?

SUHAY: How soon will the CM be prepared to bid and start the project?

WHEELER: Do you see any areas of complexity or concern in the design drawings as currently shown?

ROCK: Do your CM services include providing final "as-built" drawings?

MARK: How do you handle changes of scope/change order requests? What is your markup or set fee?

RUMPLE: How is the budget impacted if the project is completed in less time or more time than you anticipated?

SUHAY: Who will be the main point of contact?

WHEELER: If/when there are delays in the availability of items, how do you plan to handle it?

WHEELER: Can you please explain your rationale for the number of FRS employees you have assigned to this project and the hours they will be working for the duration of the project?

2. Adjournment:

Motion to adjourn the meeting.

1st Wheeler

2nd Mark

Yeas: Mark, Rock, Rumble, Suhay, Wheeler.

Nays: None.

Absent and excused: Pisano.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 7:03 p.m. The next regular meeting is scheduled for Monday, December 19, 2022, at 7:30 p.m. in the Rotary Tribute and Donor Room.

Danielle Rumble, Secretary

Date