

**PHASE 3 RENOVATION
UPDATE:
August 2023**

Phase 3 Updates: August 2023

Construction continues at a fast clip. The central “gallery” area of the library renovation is progressing quickly. The ceiling and walls have been framed and electricians are working to update outlets and ceiling fixtures. Exterior project demolition is nearly complete. The round planter on the front sidewalk has been removed, as has the ramp, front steps, ceiling, and former exterior windows. A hole has been excavated to hold the elevator and interior framing around the new Information Desk is completed. Beginning the week of August 21, the site will be surveyed and markers will be placed to delineate the new addition. We are on track to reopen the gallery in early October, at which time the four study rooms, staff office, and Friends Bookshop area will be available.

Library staff have begun purchasing furniture and fixtures for the newly renovated areas. The Idea Lab currently has 6 stationary height tables. Four of these tables will be used in the new study rooms and two of these tables will be used to house the self-check machines, which will be placed adjacent to the new information/checkout desk. We also purchased to work stations for the expanded Access Services office. For the exterior of the library, we purchased 6 tables, 24 chairs, and 3 freestanding umbrellas for the new patio. These will be shipped to the library in April 2024. Our next step will be to purchase furniture for the Bookend Café, Baldwin’s new café and collaboration space at the front entrance.

Project Communications

We have posted weekly progress photos on the library’s social media channels.

Owner-Architect-Contractor (OAC) Meetings

Weekly OAC meetings are held in person on the project site. The minutes of past meetings can be found on the following pages.

Contingency

The project has a total contingency of \$141,966. The contingency has been used for five items to date:

| | |
|--|----------|
| Carpet tiles for study room area | \$6,710 |
| Jersey Barrier Fencing | \$34,309 |
| Cove Lighting above Study Rooms | \$11,450 |
| Glazing calculation & engineering review | \$3,000 |
| Sitework changes | \$2,942 |

The amount remaining in the contingency is \$83,555.

Progress Photos



Two framed study rooms on the west wall (above) and east wall (below) of the new gallery.





Removal of planter in process.



Kristen Tait prepares to enter the jobsite.



Removal of the entry steps in progress.



Former exterior walls removed. Elevator pit excavation.



Looking into the elevator pit.



Looking out from the former teen area into the former front steps/future cafe.



Construction of the new awning over the Information desk in process.



Site of new information desk looking toward 1980s vestibule.



Masonry bricks loading into the building for elevator pit walls.

Baldwin Public Library: PHASE 3 RENOVATION BUDGET

| | Current Budget |
|---|---------------------|
| Renovation Costs | |
| Constr. Costs incl. FOL counter, Study Rooms, Snow Melt | \$ 3,429,574 |
| Deduct alts - Skylight \$239,030 and Light Cove \$11,450* | |
| Construction Manager Fee (2.5%) | \$ 91,114 |
| Liability Insurance | \$ 14,578 |
| Owner's Contingency | \$ 141,966 |
| Guaranteed Maximum Price | \$ 3,677,232 |
| | |
| Other Costs: not coordinated by PCI Dailey | |
| Architectural Fees | \$ 264,000 |
| Engineering Fees | \$ 19,210 |
| FFE & AV/Low Voltage Wiring | \$ 115,000 |
| Furniture Moving (Elevator Room, Circ Desk, Teen, Etc) | \$ 5,000 |
| Signage made by Idea Lab | \$ 1,000 |
| Endowment plaque installation | \$ 1,750 |
| Artpack: Siberian Ram sculpture relocation/storage | \$ 19,800 |
| Sorter Relocation | \$ 50,000 |
| TOTAL: Other Costs | \$ 475,760 |
| GRAND TOTAL | \$ 4,152,992 |

| | |
|---|---------------------|
| Funding Sources | |
| Millage up to Headlee Cap for FY21-22 through FY25-26 | \$ 3,353,057 |
| Existing Millage/Cash Reserves | \$ 237,943 |
| Transfer from Library Trust | \$ 561,992 |
| TOTAL FUNDS | \$ 4,152,992 |

Deduct alternates*

| | | | |
|-----------------|----|---------|--------|
| Skylight | \$ | 239,030 | Remove |
| Friends counter | \$ | 5,300 | Keep |
| Study rooms | \$ | 34,730 | Keep |
| Light cove | \$ | 11,450 | Keep |
| Snow melt | \$ | 85,110 | Keep |

Budget Approvals

| | | |
|--------------------------------------|-----------|------------------|
| Construction (FY23-24 Budget)* | \$ | 3,677,232 |
| Arch. Svcs: Constr. Admin (FY23-24) | \$ | 20,000 |
| Arch Svcs (paid in FY22-23) | \$ | 244,000 |
| Other expenses (FY23-24 Budget) | \$ | 211,760 |
| TOTAL FUNDS | \$ | 4,152,992 |

*Requires FY23-24 budget adjustment

Additional Trust Funds Available

Trust

| | | |
|-------------------------------|-----------|----------------|
| Van Dragt Donation | \$ | 74,909 |
| General Spendable Funds | \$ | 362,164 |
| Building Funds | \$ | 325,473 |
| TOTAL | \$ | 762,546 |
| Trust funds used for project | \$ | (561,992) |
| Remaining funds after project | \$ | 200,554 |

Baldwin Public Library: PHASE 3 RENOVATION EXPENDITURES

| | Current Budget | Paid to Date | Projected | (Over)/Under Budget |
|---|---------------------|-------------------|---------------------|---------------------|
| PCI Dailey Construction Costs* | \$ 3,677,232 | \$ 364,934 | \$ 3,677,232 | |
| Pay Application #1 - Bidding Assistance & Perf. Bond | | \$ 54,959 | | |
| Pay Application #2 | | \$ 116,304 | | |
| Pay Application #3 | | \$ 193,672 | | |
| Architectural Fees | \$ 264,000 | \$ 248,000 | \$ 264,000 | |
| Fees paid through August 2023 | | \$ 248,000 | | |
| Engineering Fees | \$ 19,210 | | \$ 19,210 | |
| FFE & AV/Low Voltage Wiring | \$ 115,000 | \$ 37,828 | \$ 115,000 | |
| MCR - Demolition & installation of low voltage wiring | \$ 5,168 | | | |
| 5 Idea Lab Adjustable Height Tables | \$ 2,599 | | | |
| 2 Access Services Work Desks | \$ 2,666 | | | |
| 3 Umbrellas with stands | \$ 8,100 | | | |
| 6 outdoor tables with 24 chairs | \$ 19,295 | | | |
| Indoor tables and chairs | TBD | | | |
| Furniture Moving | \$ 5,000 | | \$ - | \$ 5,000 |
| Signage made by Idea Lab | \$ 1,000 | | \$ 1,000 | |
| Endowment plaque installation | \$ 1,750 | | \$ - | \$ 1,750 |
| To be installed by Millwork contractor | | | \$ - | |
| Siberian Ram sculpture relocation/storage | \$ 19,800 | \$ 7,673 | \$ 14,850 | \$ 4,950 |
| Deposit - 5/30/23 | | \$ 3,400 | | |
| Removal fee - 6/10/23 | | \$ 4,273 | | |
| Sorter Relocation | \$ 50,000 | | \$ 65,000 | \$ (15,000) |

| | | | | | | | | |
|--------------|-----------|------------------|-----------|----------------|-----------|------------------|-----------|----------------|
| TOTAL | \$ | 4,152,992 | \$ | 914,109 | \$ | 4,156,292 | \$ | (3,300) |
|--------------|-----------|------------------|-----------|----------------|-----------|------------------|-----------|----------------|

| | | | | | | |
|----------------------------------|-----------|----------------|-----------|------------------|-----------|---------------|
| <i>*Construction Contingency</i> | | <i>Total</i> | | <i>Remaining</i> | | <i>Used</i> |
| | <i>\$</i> | <i>141,966</i> | <i>\$</i> | <i>83,555</i> | <i>\$</i> | <i>58,411</i> |

Updated 8/14/2023



BPL Phase 3 OAC Meeting Agenda: Meeting #8

Meeting Date Jul 19, 2023 **Meeting Time** 11:00 AM - 12:00 PM Eastern Time (US & Canada)

Meeting Location On-Site

Overview Meeting for the Baldwin Public Library Phase 3 Project

Attachments

Scheduled Attendees

| Name | Company | Phone Number | Email |
|------------------|----------------------|--------------------------------|--------------------------|
| Steve Schneemann | | Brian Thorpe, PCID | ss@mcdarchitects.com |
| Dianne Schurg | MCD Architects | Bruce Johnson Morgan, MCD | ds@mcdarchitects.com |
| Paul Danko | PCI Industries, Inc. | Jake, MCD Kristen Tait | pdanko@pcidailey.com |
| Tyler Wilson | PCI Industries, Inc. | Jaclyn Miller Rebekah Craft | twilson@pcionesource.com |

Submittals

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|--------------------|------------|----------|----------|--------|
| 1.1 | 1 | Pending Submittals | | | | Open |
| Description Submittals currently in A/E Court: <ul style="list-style-type: none">• Concrete Accessories Mary Cay will return this submittal today.• Foundation Concrete Mix Design Colored concrete with standard aggregates will be used• Slab Concrete Mix Design• Window shade samples• Glass & Glazing (Shop Drawings) Delivered and will be examined today• Millwork Resubmittal Vestibule requires relief joints• Concrete Re-Steel Shops• Stainless Steel Handrails Shop drawings are in for review• Samples for WV-1 & SS-1/2 Submittals currently in Contractor's court <ul style="list-style-type: none">• Steel Drawings - next week Outstanding Submittals: <ul style="list-style-type: none">• Landscaping | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 (None) | | | | | | |

RFIs

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|--|------------|----------|----------|--------|
| 2.1 | 3 | RFI #8: Stainless Steel Monument Box/Cover | | | | Open |
| Description EJ does not manufacture a monument box/cover in stainless steel. MCD would like a gray/low contrast monument and cover. The monument boxes need to be ordered ASAP in order to complete the underground work. Danko will followup with vendor to look at gray/stainless coverplates. Update? | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 No update on this item. Decision needs to be made ASAP. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|-----------------------------|------------|----------|----------|--------|
| 2.2 | 7 | RFI #10 Roller Shade Issues | | | | Open |
| Description Existing Shade fabric is not authorized for use with specified shade manufacturer. Samples of proposed shade fabric delivered to MCD offices on 7/12. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 <i>(None)</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------------------------------|------------|----------|----------|--------|
| 2.3 | 8 | RFI #11 Wall Furring at Existing Wall | | | | Open |
| Description Site meeting to review happened last week. RFI response with sketch showing control points, radius details, and other information to be provided by MCD. These will need to match existing radius and be field measured. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---|------------|----------|----------|--------|
| 2.4 | 8 | RFI #12 Circulation Soffit & Ceiling Height | | | | Open |
| Description Site meeting to review happened last week. RFI response to be answered with elevations and differing ceiling heights including soffits to be sent by MCD. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---------------------------------------|------------|----------|----------|--------|
| 2.5 | 8 | RFI #13 D2 Lighting Fixture Alternate | | | | Open |
| Description Hyperbolic fixtures are not available in specified trim kit. Alternate fixtures of similar kind were provided as an option. Awaiting response from MCD. | | | | | | |

This is urgent. MCD is working with their lighting consultant to double check on the fixture availability.

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------------------------|------------|----------|----------|--------|
| 2.6 | 8 | RFI #14 Existing Mechanical Piping | | | | Open |
| Description Existing piping was uncovered in-wall near the old book return to be re-used. Alternate routing will be required and MCD mentioned the requirement for a new column surround. Awaiting formal response from MCD. | | | | | | |

Once width of column that fits the plumbing pipes and electrical is determined, MCD will determine the best type of surround - stainless steel, drywall, fiberglass.

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---|------------|----------|----------|--------|
| 2.7 | 8 | RFI #15 Different Ceiling Heights New Circulation | | | | Open |
| Description There are differing ceiling heights in the new circulation area. PCI has proposed doing a drywall return for the approximate 2" height differential to close the difference. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------------------------------|------------|----------|----------|--------|
| 2.8 | 8 | RFI #16 Horizontal Steel Members | | | | Open |
| Description MCD, IMEG, and PCI met on site earlier this week to discuss the steel horizontal member removal for the circulation area. Official RFI to follow later today. Has response been issued by IMEG? | | | | | | |

Nasr at IMEG says the beam next to the horizontal member will need to be reinforced. MCD is waiting on final requirements. One column can be eliminated and MCD will have to determine how best to wrap the end of the new glass wall now that a column is no longer necessary.

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---|------------|----------|----------|--------|
| 2.9 | 8 | RFI # 17 Bulletin 1 Follow Up Questions | | | | Open |
| Description <ul style="list-style-type: none"> Can you specify a color on PT-4? The drawings say color by architect. Can you provide a color for the wood base? It still says color by architect. Can you provide a color for the vinyl base? It still says color by architect. Can you provide a color for the ceiling? It still says color by architect. Can you provide a color for the transition strips? It still says color by architect. | | | | | | |

Procurement / Long Lead Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-------|------------|----------|----------|--------|
| 3.1 | 1 | HVAC | | | | Open |
| Description HVAC Items have been approved. Awaiting ship dates. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 <i>(None)</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------|------------|----------|----------|--------|
| 3.2 | 1 | Nanawall | | | | Open |
| Description Nanawall is approximately 22 weeks out. Awaiting ship date. | | | | | | |

Previous Meeting Minutes**Jul 12, 2023**

(None)

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|----------------|------------|----------|----------|--------|
| 3.3 | 1 | Light Fixtures | | | | Open |
| Description Light fixtures are ordered. Awaiting ship date. Light Cove was added back to scope and may be installed after first phase is complete. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 (None) Finalizing lightbulb temperatures. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------------|------------|----------|----------|--------|
| 3.4 | 1 | Curtain Wall System | | | | Open |
| Previous Meeting Minutes Jul 12, 2023 Shop drawings approved by MCD. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------|------------|----------|----------|--------|
| 3.5 | 1 | Lula Elevator | | | | Open |
| Description Shop drawings approved as noted. A4 access to confirm comments will not be an issue. A4 Access visited the site last week to take additional measurements. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 (None) | | | | | | |

Owner / AE Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|------------------|------------|----------|----------|--------|
| 4.1 | 1 | Low Voltage / AV | | | | Open |
| Description Has final contractor been selected for this work? Has contractor completed layout for WAPs and cabling (wireless access points)? Re-work required for basement meeting room. Library staff met with MCR this morning. MCR will clean up low voltage wiring hanging in new study room area. MCR's bid will need to include a marked up shop drawing that shows data raceways and how each line is running from the wall port to the originating point. Shaw security will need to store all cameras during construction. A new ceiling speaker will need to be purchased for the ceiling in the center of the library. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 It was discussed that the low voltage contractor will be to site to disconnect and store cameras and PA system. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------------------------------|------------|----------|----------|--------|
| 4.2 | 1 | Decommission of Existing Systems | | | | Open |
| Description All items were removed within space for work to commence. Plaques will be removed and stored for construction duration. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|------------------------------|------------|----------|----------|--------|
| 4.3 | 1 | Permit Status / City Reviews | | | | Open |
| Description Permit was issued Monday 7/3. MCD dropped off bulletin sets last week that need to be stamped and returned. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-------------------|------------|----------|----------|--------|
| 4.4 | 7 | Concrete Mock-Ups | | | | Open |
| Description Concrete Mock-ups will be completed next week. Verifying day and location of pour and email will be sent once information is finalized. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 Mock-Ups were authorized to proceed with additional information relayed by Steve at MCD on color requirements. | | | | | | |

Schedule & Site Progress

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|----------|------------|----------|----------|--------|
| 5.1 | 1 | Schedule | | | | Open |
| Description No updates to current schedule. Exterior demo will start by 7/27. Interior framing will start week of 7/24. PCID needs new soffit drawings in the center of the library ASAP. Site barricades are in place and ramp is complete to be used for temporary access. Interior barricades have been created for the sites. Demolition has begun within the building footprint and for the exterior ceiling. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 (None) | | | | | | |

Financials

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------|------------|----------|----------|--------|
| 6.1 | 1 | Billing | | | | Open |
| Description Docusign link has expired for month of June. Link is to be resent today for Steve signature and forward to Rebekah for payment. Pay application for July to be sent end of next week/beginning of following week. | | | | | | |
| Previous Meeting Minutes Jul 12, 2023 No update given. Additional requested documentation was sent within 24-48 hours of request earlier in the month. | | | | | | |

Bill #2 was submitted to the library on 7/19 and will be paid as an early release check.
 PCID will supply a list of allowances and remaining contingency every other week going forward.



BPL Phase 3 OAC Meeting Minutes: Meeting #9

Meeting Date Jul 19, 2023 **Meeting Time** 11:00 AM - 12:00 PM Eastern Time (US & Canada)

Meeting Location On-Site

Overview Meeting for the Baldwin Public Library Phase 3 Project

Notes

Attachments

Scheduled Attendees

| Name | Company | Phone Number | Email | Attendance |
|--------------------|----------------------|--------------|--------------------------|------------|
| Steve Schneemann | | | ss@mcdarchitects.com | Present |
| Mary Cay Lancaster | MCD Architects | | mc@mcdarchitects.com | |
| Dianne Schurg | MCD Architects | | ds@mcdarchitects.com | |
| Paul Danko | PCI Industries, Inc. | | pdanko@pcidailey.com | Present |
| Brian Thorpe | PCI Industries, Inc. | | bthorpe@pcionesource.com | Present |
| Tyler Wilson | PCI Industries, Inc. | | twilson@pcionesource.com | Present |

Submittals

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|--------------------|------------|----------|----------|--------|
| 1.1 | 1 | Pending Submittals | | | | Open |
| Description Submittals currently in A/E Court: <ul style="list-style-type: none">• Concrete Accessories• Foundation Concrete Mix Design• Glass & Glazing (Shop Drawings)• Millwork Resubmittal• Structural Steel Drawings• Stainless Steel Handrails• Concrete Joint Sealants• Samples for WV-1 & SS-1/2 Submittals currently in Contractor's court <ul style="list-style-type: none">• Slab Concrete Mix Design - To be submitted for record Outstanding Submittals: <ul style="list-style-type: none">• Landscaping | | | | | | |

Official Documented Meeting Minutes

Concrete Accessories and Millwork Samples were returned. Resubmission required for WV-1. Steel drawings are still working to be expedited for a minimum of fabrication approvals to begin material fabrication process.

Previous Meeting Minutes

Jul 19, 2023

Steel drawings were submitted with a requested expedition. All concrete submittals were promised on 7/24.

RFIs

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------------------------------|------------|----------|----------|---------|
| 2.3 | 8 | RFI #11 Wall Furring at Existing Wall | | | | On Hold |
| Description Sketches received Saturday and Monday for this condition. To be formalized in upcoming bulletin. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 Sketch showing response to these areas were promised Friday to keep on track with framing/carpentry. To be formally answered in upcoming bulletin. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---|------------|----------|----------|---------|
| 2.4 | 8 | RFI #12 Circulation Soffit & Ceiling Height | | | | On Hold |
| Description Sketches received Saturday for this condition. To be formalized in upcoming bulletin. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 Sketch showing response to these areas were promised Friday to keep on track with framing/carpentry. To be formally answered in upcoming bulletin. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------------------------|------------|----------|----------|--------|
| 2.6 | 8 | RFI #14 Existing Mechanical Piping | | | | Open |
| Description Existing piping was uncovered in-wall near the old book return to be re-used. Alternate routing will be required and MCD mentioned the requirement for a new column surround. Awaiting formal response from MCD. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---|------------|----------|----------|--------|
| 2.7 | 8 | RFI #15 Different Ceiling Heights New Circulation | | | | Open |
| Description There are differing ceiling heights in the new circulation area. PCI has proposed doing a drywall return for the approximate 2-7/16" height differential to close the difference. | | | | | | |
| Official Documented Meeting Minutes Official Response received for this RFI. | | | | | | |

Previous Meeting Minutes**Jul 19, 2023**

(None)

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|----------------------------------|------------|----------|----------|---------|
| 2.8 | 8 | RFI #16 Horizontal Steel Members | | | | On Hold |
| Description MCD, IMEG, and PCI met on site to discuss the steel horizontal member removal for the circulation area. IMEG responded to specific questions discussed in field. Formal bulletin to be issued. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---|------------|----------|----------|--------|
| 2.9 | 8 | RFI # 17 Bulletin 1 Follow Up Questions | | | | Open |
| Description <ul style="list-style-type: none"> • Can you specify a color on PT-4? The drawings say color by architect. • Can you provide a color for the wood base? It still says color by architect. • Can you provide a color for the vinyl base? It still says color by architect. • Can you provide a color for the ceiling? It still says color by architect. • Can you provide a color for the transition strips? It still says color by architect. | | | | | | |
| Official Documented Meeting Minutes Response Received on this RFI. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------------------------|------------|----------|----------|--------|
| 2.10 | 9 | RFI 18: Existing W16x77 Connection | | | | Open |
| Description This RFI deals with the connection of a new W16x26 and W16x77, bearing capacities, conflicting drawing notes. Has IMEG been engaged on this item? | | | | | | |
| Official Documented Meeting Minutes Formal response to be issued, however, drawing was notated incorrectly. W16x26 beam does not pass through W16x77 to shaft and terminates at existing beam. | | | | | | |

Procurement / Long Lead Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-------|------------|----------|----------|--------|
| 3.1 | 1 | HVAC | | | | Open |
| Description HVAC Items have been approved. Awaiting finalized ship dates. | | | | | | |

Previous Meeting Minutes
Jul 19, 2023
 (None)

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------|------------|----------|----------|--------|
| 3.2 | 1 | Nanawall | | | | Open |
| Description Nanawall is approximately 22 weeks out. Awaiting ship date. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|----------------|------------|----------|----------|--------|
| 3.3 | 1 | Light Fixtures | | | | Open |
| Description Light fixtures are ordered. Awaiting ship date. Light Cove was added back to scope and may be installed after first phase is complete. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------------|------------|----------|----------|--------|
| 3.4 | 1 | Curtain Wall System | | | | Open |
| Previous Meeting Minutes Jul 19, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------|------------|----------|----------|--------|
| 3.5 | 1 | Lula Elevator | | | | Open |
| Description Shop drawings approved as noted. A4 access to confirm comments will not be an issue. A4 Access visited the site to take additional measurements. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 (None) | | | | | | |

Owner / AE Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|------------------|------------|----------|----------|--------|
| 4.1 | 1 | Low Voltage / AV | | | | Open |
| Description Has contractor completed layout for WAPs and cabling (wireless access points) and provided drawing to MCD? Are speakers to be replaced? Has security vendor been selected to complete layout for cameras and provided a drawing to MCD? | | | | | | |
| Official Documented Meeting Minutes MCR contracted for low voltage - will bring cabling to code in all areas work is required. Security vendor and MCR will complete drawings to send to PCI & MCD for review. Owner to coordinate removal of cameras, speakers, WAPs, etc in our current work areas. | | | | | | |

Previous Meeting Minutes
Jul 19, 2023
 (None)

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------------------------------|------------|----------|----------|--------|
| 4.2 | 1 | Decommission of Existing Systems | | | | Open |
| Description All items were removed within space for work to commence. Plaques will be removed and stored for construction duration. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|------------------------------|------------|----------|----------|--------|
| 4.3 | 1 | Permit Status / City Reviews | | | | Open |
| Description Initial permit was issued Monday 7/3. Have drawings been stamped and made ready for pick-up? | | | | | | |
| Official Documented Meeting Minutes Permit stamped plans for Bulletin #1 will be ready for pick-up 7/27 per Jeff Zielke. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 Revised drawings are awaiting approval for Bulletin 1. Bruce Johnson to look into this. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-------------------|------------|----------|----------|--------|
| 4.4 | 7 | Concrete Mock-Ups | | | | Open |
| Description Concrete Mock-ups will be completed next week. PCI-Dailey to send calendar invite to visit JJ Barney's offices to review for late next week. | | | | | | |
| Official Documented Meeting Minutes Tyler to email time options for Thursday 8/3 for site visit to JJ Barney's offices to review. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 1st set of mock-ups poured Monday 7/24. 2nd set to be poured Wednesday 7/26. Polishing to happen the following week on Wednesday 8/2. Time/day to be set up by PCI-Dailey to view these at JJ Barney's offices late the week of 7/31. | | | | | | |

Schedule & Site Progress

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------|------------|----------|----------|--------|
| 5.1 | 1 | Schedule | | | | Open |
| Description No updates to current schedule. | | | | | | |
| Site barricades are in place and ramp is complete to be used for temporary access. Interior barricades have been created for the sites. | | | | | | |
| Demolition has begun within the building footprint and for the exterior ceiling. | | | | | | |
| Framing to start this week now that sketches have been received. | | | | | | |

Previous Meeting Minutes
Jul 19, 2023
 (None)

Financials

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------|------------|----------|----------|--------|
| 6.1 | 1 | Billing | | | | Open |
| Description Pay application for July to be sent end of this week/beginning of following week. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 Steve approved of June billing morning of meeting and information was sent to Rebekah for payment. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|--------------------------------|------------|----------|----------|--------|
| 6.2 | 9 | Contingency / Allowance Review | | | | Open |
| Description To be discussed at 1st and 3rd meetings of each month. | | | | | | |

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.
 Please contact PCI Industries, Inc if there are any discrepancies or questions with the content of these minutes.



BPL Phase 3 OAC Meeting Agenda: Meeting #10

| | | | |
|------------------|--|--------------|--|
| Meeting Date | Aug 2, 2023 | Meeting Time | 11:00 AM - 12:00 PM Eastern Time (US & Canada) |
| Meeting Location | On-Site | | |
| Overview | Meeting for the Baldwin Public Library Phase 3 Project | | |
| Attachments | | | |

Scheduled Attendees

| Name | Company | Phone Number | Email |
|---|----------------------|--------------|--------------------------|
| Steve Schneemann | | | ss@mcdarchitects.com |
| AI with PCID, Rebekah Craft, Jaclyn Miller, Kristen Tait, Jeff Zielke | | | |
| Paul Danko | PCI Industries, Inc. | | pdanko@pcidailey.com |
| Brian Thorpe | PCI Industries, Inc. | | bthorpe@pcionesource.com |
| Tyler Wilson | PCI Industries, Inc. | | twilson@pcionesource.com |

Submittals

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|--------------------|------------|----------|----------|--------|
| 1.1 | 1 | Pending Submittals | | | | Open |
| Description Submittals currently in A/E Court: <ul style="list-style-type: none">• Structural Steel Drawings - Need to release items today S.S. said IMEG will be delivering drawings on 8/2• Samples for WV-1 - to be selected today Steve and Kristen reviewed the veneer samples after the meeting. SS will submit selection to PCID.• Waterstop for elevator pit (A waterstop is the waterproof wall and floor covering that prevents groundwater from getting into the elevator shaft). Submittals currently in Contractor's court <ul style="list-style-type: none">• Slab Concrete Mix Design - To be submitted for record• Concrete Accessories - working to limit official resubmittal• Glass & Glazing (Shop Drawings)• Millwork Resubmittal - Meeting had on 8/1 for clarity and final decisions on various items• Stainless Steel Handrails - will be submitted after bulletin #2 MCD will revise the detail around the last glass panel• Concrete Joint Sealants - samples to be provided Thursday 8/3 at concrete review MCD will select vinyl insert colors for exterior concrete. Outstanding Submittals: <ul style="list-style-type: none">• Landscaping | | | | | | |

Previous Meeting Minutes**Jul 19, 2023**

Concrete Accessories and Millwork Samples were returned. Resubmission required for WV-1. Steel drawings are still working to be expedited for a minimum of fabrication approvals to begin material fabrication process.

RFIs

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---------------------------------------|------------|----------|----------|--------|
| 2.1 | 8 | RFI #11 Wall Furring at Existing Wall | | | | Closed |
| Description Sketches received last week for this condition. Pricing is being acquired. To be formalized in upcoming bulletin. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---|------------|----------|----------|--------|
| 2.2 | 8 | RFI #12 Circulation Soffit & Ceiling Height | | | | Closed |
| Description Sketches received last week for this condition. Pricing is being acquired. To be formalized in upcoming bulletin. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------------------------|------------|----------|----------|---------|
| 2.3 | 8 | RFI #14 Existing Mechanical Piping | | | | On Hold |
| Description Formal response issued for a GRG column cover. Pricing is being acquired. To be formalized in upcoming bulletin. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------------------------------|------------|----------|----------|--------|
| 2.4 | 8 | RFI #16 Horizontal Steel Members | | | | Closed |
| Description Formal response issued and costs received. Proceeding with this item once required reinforcements are fabricated. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---|------------|----------|----------|--------|
| 2.5 | 8 | RFI # 17 Bulletin 1 Follow Up Questions | | | | Closed |
| Description <ul style="list-style-type: none"> To be formalized on Bulletin #2. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 Response Received on this RFI. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------------------------|------------|----------|----------|--------|
| 2.6 | 9 | RFI 18: Existing W16x77 Connection | | | | Closed |
| Description To be formalized on Bulletin #2. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 Formal response to be issued, however, drawing was notated incorrectly. W16x26 beam does not pass through W16x77 to shaft and terminates at existing beam. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|--|---|----------|----------|--------|
| 2.7 | 10 | RFI #19: HVAC Work Above Reception Desk Part 2 | Vent will not blow directly onto staff below. It has been moved to above the wooden ceiling lattice and will not be visible. A cost credit will be issued because there is no need to move the VAV box. | | | Closed |
| Description HVAC Work above reception desk was modified. Acquiring cost credit. To be formally issued in Bulletin #2. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|--|---|----------|----------|--------|
| 2.8 | 10 | RFI #21: Existing Column Reinforcement | Yes, these will need existing support because the columns are 3" now. | | | Open |
| Description Existing columns along glazing wall are not thickness as shown on structural details. Do these columns need additional support? | | | | | | |

Procurement / Long Lead Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-------|------------|----------|----------|--------|
| 3.1 | 1 | HVAC | | | | Open |
| Description HVAC Items have been approved. Awaiting finalized ship dates. <ul style="list-style-type: none"> Boiler has been received. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------|------------|----------|----------|--------|
| 3.2 | 1 | Nanawall | | | | Open |
| Description Nanawall is approximately 19 weeks out. Awaiting ship date. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |
| MCD needs to provide the spandrel glass color to PCID. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------------|------------|----------|----------|--------|
| 3.3 | 1 | Light Fixtures | | | | Open |
| Description Light fixtures are ordered. Awaiting ship date. Light Cove was added back to scope and may be installed after first phase is complete. | | | | | | |
| <ul style="list-style-type: none"> Light fixtures are currently slated to arrive the 1st and 2nd week of September, however, ship dates have moved back one week since 7/25 and may continue this trend. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |
| Progressing on track and should be able to open up the space by the end of September. Tyler will provide an updated schedule at next week's meeting. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---------------------|------------|----------|----------|--------|
| 3.4 | 1 | Curtain Wall System | | | | Open |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |
| Shop drawings are in progress. Some clarifications on the edge detailing will need to be made by MCD. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------|------------|----------|----------|--------|
| 3.5 | 1 | Lula Elevator | | | | Open |
| Description Shop drawings approved as noted. A4 access to confirm comments will not be an issue. A4 Access visited the site to take additional measurements. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |

Owner / AE Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|------------------|------------|----------|----------|--------|
| 4.1 | 1 | Low Voltage / AV | | | | Open |
| Description Has contractor completed layout for WAPs and cabling (wireless access points) and provided drawing to MCD? Are speakers to be replaced? Has security vendor been selected to complete layout for cameras and provided a drawing to MCD? | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 MCR contracted for low voltage - will bring cabling to code in all areas work is required. Security vendor and MCR will complete drawings to send to PCI & MCD for review. Owner to coordinate removal of cameras, speakers, WAPs, etc in our current work areas. | | | | | | |
| Low voltage cabling has been cleaned up. Speakers will need to be replaced and BPL staff will coordinate that. A new speaker will need to be added to the cafe. The AV provider will need to re-route the speaker wire in existing office. Still waiting on drawings from MCR. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------------------------------|------------|----------|----------|--------|
| 4.2 | 1 | Decommission of Existing Systems | | | | Open |
| Description All items were removed within space for work to commence. Plaques will be removed and stored for construction duration. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------------------|------------|----------|----------|--------|
| 4.3 | 1 | Permit Status / City Reviews | | | | Open |
| Description Initial permit was issued Monday 7/3. PCI to pick up approved drawings today. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 Permit stamped plans for Bulletin #1 will be ready for pick-up 7/27 per Jeff Zielke. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-------------------|------------|----------|----------|--------|
| 4.4 | 7 | Concrete Mock-Ups | | | | Open |
| Description Concrete Mock-ups will be viewed at JJ Barney's offices tomorrow at 3pm. 3 sets (6 samples) are available for viewing. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 Tyler to email time options for Thursday 8/3 for site visit to JJ Barney's offices to review. | | | | | | |

Schedule & Site Progress

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|----------|------------|----------|----------|--------|
| 5.1 | 1 | Schedule | | | | Open |
| Description Current schedule may be delayed due to millwork and light fixture delivery for friends/gallery. No changes to overall project schedule. Site barricades are in place and ramp is complete to be used for temporary access. Interior barricades have been created for the sites. Demolition has begun within the building and for the exterior of the building. Framing has begun on site. | | | | | | |
| Previous Meeting Minutes Jul 19, 2023 <i>(None)</i> | | | | | | |
| Framing of gallery in center of library is nearly complete. MEP (Mechanical, Electrical, Plumbing) trades are scheduled to begin work later this week. Fire suppression system updates are in progress. MCD will review drawings and approve final location of sprinklers in ceiling. Earthex is coming out to do exterior concrete demo. Planter has been demo'ed and stair demo starts on 8/3. They will work on demo on Saturday, 8/5, pending approval from The Community House. | | | | | | |

Financials

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------|------------|----------|----------|--------|
| 6.1 | 1 | Billing | | | | Open |
| Description Pay application for July complete. Documentation to be compiled and sent today/tomorrow to Steve for review. | | | | | | |

Previous Meeting Minutes**Jul 19, 2023***(None)*

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|-----|---|--------------------------------|------------|----------|----------|--------|
| 6.2 | 9 | Contingency / Allowance Review | | | | Open |
| | Description To be discussed at 1st and 3rd meetings of each month. Expenditure tracking document handed out for review. | | | | | |
| | Previous Meeting Minutes Jul 19, 2023 (None) | | | | | |

Two new items have been added to the contingency:

\$3,000 for professional engineering review of the glazing calculation for the curtain wall system. S.S. said that he did not realize that requesting this calculation would cost \$3,00 and asked PCID to go to the glazing contractor to see why we were charged for glazing calculations for a curtain wall system the glazing company recommended instead of the curtain wall system that MCD specified. PCID said that the glazing contractor selected an alternate curtain wall system because it is from a domestic fabricator and does not require a long lead time from Canada. SS asked PCID to verify this charge with the glazing contractor and said that the client should be notified of potential items to be added to the contingency before granting approval. PCID will report back.

\$2,942 for sitework changes requested by the city's civil engineering firm, Nowak and Fraus, that were included in Bulletin #1. This includes an additional section of sidewalk that needs to be removed and reworked.

Current Contingency / Allowance Expenditure 8-01-23

| Allowance Description | Starting Balance | Usage | Amount Remaining | Reason for Usage |
|---|------------------|---------------|------------------|---|
| Contingency | \$ 141,966.00 | \$ 58,411.00 | \$ 83,555.00 | Stock carpet tile, Jersey Barriers, Light Cove, Bulletin #1, Glazing calculations |
| Layout / Testing | \$ 29,200.00 | \$ 4,000.00 | \$ 25,200.00 | Starting POs for testing and survey companies |
| Temporary Fencing | \$ 15,536.00 | \$ 15,536.00 | \$ - | Jersey Barriers w/ Fence Panels and Screen |
| Temporary Ramp Maintenance / Repairs | \$ 15,000.00 | \$ 9,447.00 | \$ 5,553.00 | Temporary ramp, concrete, and required removals |
| Additional Demolition Related to Field Conditions | \$ 10,000.00 | \$ 1,200.00 | \$ 8,800.00 | Ceiling removal for circulation desk and glue panels (ceiling not supported) |
| Coordinating Shoring between trades | \$ 3,500.00 | | \$ 3,500.00 | |
| Removal of bad soil & import sand for steps | \$ 4,100.00 | | \$ 4,100.00 | |
| Winter Conditions for Concrete | \$ 31,875.00 | | \$ 31,875.00 | |
| Remove Dampproofing off foundation | \$ 5,000.00 | | \$ 5,000.00 | |
| Power Wash exposed foundation walls-Sealer | \$ 3,000.00 | | \$ 3,000.00 | |
| Misc. Masonry/Limestone Repairs | \$ 7,500.00 | | \$ 7,500.00 | |
| Misc. structural & Other Fabr not detailed | \$ 10,000.00 | \$ 7,665.00 | \$ 2,335.00 | Demo of column and horizontal members per RFI 16 |
| LULA Elevator SWL Lifting Beam | \$ 9,000.00 | | \$ 9,000.00 | |
| Shop Drawing Revisions - Millwork | \$ 5,000.00 | | \$ 5,000.00 | |
| Rework existing glass for Book Sorting | \$ 4,500.00 | | \$ 4,500.00 | |
| Misc. Patching / Ceiling Repairs / Access panels | \$ 12,000.00 | | \$ 12,000.00 | |
| Alternate Schluter May Be Required | \$ 3,000.00 | \$ 2,004.00 | \$ 996.00 | Alternate schluter trim per approved sample |
| Flooring | \$ 4,034.00 | | \$ 4,034.00 | |
| Touchup Painting | \$ 3,000.00 | | \$ 3,000.00 | |
| Bondo and Painting of Columns | \$ 2,000.00 | | \$ 2,000.00 | |
| Exterior Signage | \$ 6,000.00 | \$ 5,197.00 | \$ 803.00 | New Exterior Signage for South Face of Building |
| Install carpet in elevator (Not Indicated) | \$ 600.00 | | \$ 600.00 | |
| Additional Sprinkler Heads / Rework for Design | \$ 2,000.00 | | \$ 2,000.00 | |
| Nanawall drain tile work - To Be Designed | \$ 5,000.00 | | \$ 5,000.00 | |
| Possible Sump Pump Requirement for LULA | \$ 15,000.00 | | \$ 15,000.00 | |
| Shift work in Youth Area, Tracing Circuits | \$ 5,000.00 | | \$ 5,000.00 | |
| Crawl to Overhead determination | \$ 2,500.00 | | \$ 2,500.00 | |
| Security LV Allowance | \$ 5,000.00 | | \$ 5,000.00 | |
| Engineering for Flagpole if Needed | \$ 1,000.00 | | \$ 1,000.00 | |
| Book Return / Bike Racks | \$ 4,050.00 | \$ 4,050.00 | \$ - | Book return and Bike Rack |
| Temporary Partitions & Protection | \$ 38,254.00 | \$ 27,825.00 | \$ 10,429.00 | Temp walls and protections through 8/1 |
| Temporary Heat | \$ 15,000.00 | | \$ 15,000.00 | |
| | \$ 418,615.00 | \$ 135,335.00 | \$ 283,280.00 | |



ONE SOURCE CONTRACTING

PCI Industries, Inc
21717 Republic St.
Oak Park, Michigan 48237
P: +12485422570

Project: GC-2304-007 Baldwin Public Library
300 W Merrill St
Birmingham, Michigan 48009

BPL Phase 3 OAC Meeting Agenda: Meeting #11

| | | | |
|------------------|--|--------------|--|
| Meeting Date | Aug 9, 2023 | Meeting Time | 11:00 AM - 12:00 PM Eastern Time (US & Canada) |
| Meeting Location | On-Site | | |
| Overview | Meeting for the Baldwin Public Library Phase 3 Project | | |
| Attachments | | | |

Scheduled Attendees

| Name | Company | Phone Number | Email |
|------------------|----------------------|---------------|--------------------------|
| Steve Schneemann | | Rebekah Craft | ss@mcdarchitects.com |
| | | Jaclyn Miller | mc@mcdarchitects.com |
| | | Kristen Tait | ds@mcdarchitects.com |
| | | Al, PCI | |
| | | Jeff Zielke | |
| | | Bruce Johnson | |
| Paul Danko | PCI Industries, Inc. | | pdanko@pcidailey.com |
| Brian Thorpe | PCI Industries, Inc. | | bthorpe@pcionesource.com |
| Tyler Wilson | PCI Industries, Inc. | | twilson@pcionesource.com |

Submittals

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|--------------------|------------|----------|----------|--------|
| 1.1 | 1 | Pending Submittals | | | | Open |
| Description | | | | | | |
| Submittals currently in A/E Court: | | | | | | |
| <div><div><ul style="list-style-type: none">Concrete Accessories - ConfirmationsConcrete Joint Sealants SamplesWaterstop for elevator pit</div><div>All three of these will be returned by 8/10/23</div></div> | | | | | | |
| Submittals currently in Contractor's court | | | | | | |
| <div><div><ul style="list-style-type: none">Slab Concrete Mix Design - To be submitted for recordGlass & Glazing (Shop Drawings)Millwork Resubmittal - Meeting had on 8/1 for clarity and final decisions on various items - Submittal for recordStainless Steel Handrails - will be submitted after bulletin #2</div><div>The updated shop drawings reflect the different glass heights for study rooms - a credit will be issued.</div></div> | | | | | | |
| Outstanding Submittals: | | | | | | |
| <div><div><ul style="list-style-type: none">Landscaping</div><div>Should be returned by next week</div></div> | | | | | | |
| Previous Meeting Minutes | | | | | | |
| Aug 2, 2023 | | | | | | |
| Structural Steel were released Friday 8/4. WV-1 was approved. Concrete Accessory response was issued. | | | | | | |

RFIs

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|------------------------------------|------------|----------|----------|---------|
| 2.3 | 8 | RFI #14 Existing Mechanical Piping | | | | On Hold |
| Description Formal response issued for a GRG column cover. Pricing is being acquired. To be formalized in upcoming bulletin. | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 (None) GRG is a glass reinforced gypsum material, similar to the painted column coverings in Birkerts. Piping has been moved, but was not moved correctly so this will be rectified in the next week. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|--|------------|----------|----------|--------|
| 2.5 | 10 | RFI #21: Existing Column Reinforcement | | | | Open |
| Description Existing columns along glazing wall are not thickness as shown on structural details. Do these columns need additional support? No | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 (None) Nasr at IMEG will send updated drawings. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|--------------------------------------|--|----------|----------|--------|
| 2.6 | 11 | RFI #22: Light Cove for Friends Area | Team examined after OAC meeting and finalized placement. | | | Open |
| Description There are conflicts with the existing ducts, unistrut, and fire suppression lines running in this area. This will need to be reviewed post meeting. | | | | | | |

Procurement / Long Lead Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-------|------------|----------|----------|--------|
| 3.1 | 1 | HVAC | | | | Open |
| Description HVAC Items have been approved. Awaiting finalized ship dates. Remaining HVAC items will be received in October/November <ul style="list-style-type: none"> Boiler has been received. | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------|------------|----------|----------|--------|
| 3.2 | 1 | Nanawall | | | | Open |
| Description Nanawall is approximately 18 weeks out. Awaiting ship date. Hope to have in next two weeks. | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|----------------|------------|----------|----------|--------|
| 3.3 | 1 | Light Fixtures | | | | Open |
| Description Light fixtures are ordered. Awaiting ship date. Light Cove was added back to scope and may be installed after first phase is complete. <ul style="list-style-type: none"> Light fixtures are currently slated to arrive the 1st and 2nd week of September, however, ship dates have moved back one week since 7/25 and may continue this trend. | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------------|------------|----------|----------|--------|
| 3.4 | 1 | Curtain Wall System | | | | Open |
| Previous Meeting Minutes Awaiting shop drawings Aug 2, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------|------------|----------|----------|--------|
| 3.5 | 1 | Lula Elevator | | | | Open |
| Description Shop drawings approved as noted. A4 access to confirm comments will not be an issue. A4 Access visited the site to take additional measurements. | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 (None) | | | | | | |

Owner / AE Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------|------------|----------|----------|--------|
| 4.1 | 1 | Low Voltage / AV | | | | Open |
| Description Has MCR completed layout for WAPs and cabling (wireless access points) and provided drawing to MCD? Speakers are to be replaced. Has security vendor been selected to complete layout for cameras and provided a drawing to MCD? | | | | | | |
| Previous Meeting Minutes Still waiting on layout from MCR. Aug 2, 2023 Richards has contacted the speaker vendor to purchase new white speakers. (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------------------|------------|----------|----------|--------|
| 4.3 | 1 | Permit Status / City Reviews | | | | Open |
| Description Initial permit was issued Monday 7/3. Updated Bulletin 1 stamped drawings received on 8/2. Status of Bulletin #2? | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 Permit rev. 1 (Bulletin #1) plans were picked up and received. | | | | | | |

Status of Bulletin #2?

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-------------------|------------|----------|----------|--------|
| 4.4 | 7 | Concrete Mock-Ups | | | | Open |
| Description Concrete Mock-ups will be viewed at JJ Barney's offices week of 8/28. | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 Samples were reviewed and requested to be a bit darker and a bit lighter. 2nd round of mock-ups will be ready for review the week of 8/28. | | | | | | |

Schedule & Site Progress

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|----------|------------|----------|----------|--------|
| 5.1 | 1 | Schedule | | | | Open |
| Description Current schedule has been delayed due to millwork and light fixture delivery for friends/gallery/circulation will be early October but we will work to expedite. No changes to overall project schedule. Site barricades are in place and ramp is complete to be used for temporary access. Interior barricades have been created for the sites. Demolition is progressing for exterior of building. | | | | | | |
| Framing has begun on site. | | | | | | |
| In-wall MEP and some overhead has commenced. | | | | | | |
| Steel reinforcements along column line R9 has begun. | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 Circulation area to be ready 1st to 2nd week of October with Booksale/Gallery a week or so later. This will depend on any additional site changes. Craft requested that Gallery area is completed first. Circulation area will reopen at a later date. We will continue to host the circulation desks in the youth room as it works better with traffic flow. | | | | | | |
| Assignment Framing is complete, electrical inspection is on Friday. Drywall installation will begin next week. Exterior demo is in progress and welders are cutting steel members. Fire alarm system work begins 8/10. Exterior column shoring to begin soon. Masonry work starts next week. Footings will be poured next week. HVAC in the book sale area begins next week. | | | | | | |

Financials

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------|------------|----------|----------|--------|
| 6.1 | 1 | Billing | | | | Open |
| Description Pay application for July complete. Documentation is in Steve's court to review. | | | | | | |
| Previous Meeting Minutes Aug 2, 2023 July pay application sent Monday 8/7. | | | | | | |
| Assignment Bruce Johnson approved payments to PCID for mobilization and shop drawings. This is not an extra cost and covers work completed by contractors. Craft submitted Payment #3 to accounting for payment on August 16. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|--------------------------------|------------|----------|----------|--------|
| 6.2 | 9 | Contingency / Allowance Review | | | | Open |
| Description To be discussed at 1st and 3rd meetings of each month. | | | | | | |

Previous Meeting Minutes**Aug 2, 2023***(None)*

The new temporary ramp is not well lit at night. A new ramp lightbulb will be installed in the existing floodlight on the north side of the building to light the ramp.

Staff have concerns about wind and door temperatures in the temporary glass entrance door. PCID examined the space after the meeting. Staff will relocate the media shelving to provide a wind block and circulation staff will vacate their desk right inside the door and move to the circulation desk inside and to the left of the door where one station and one self-check is already located.



BPL Phase 3 OAC Meeting Agenda: Meeting #12

| | | | |
|------------------|--|--------------|--|
| Meeting Date | Aug 16, 2023 | Meeting Time | 11:00 AM - 12:00 PM Eastern Time (US & Canada) |
| Meeting Location | On-Site | | |
| Overview | Meeting for the Baldwin Public Library Phase 3 Project | | |
| Attachments | | | |

Scheduled Attendees

| Name | Company | Phone Number | Email |
|------------------|----------------------|---|--------------------------|
| Steve Schneemann | | | ss@mcdarchitects.com |
| | MCD Architects | Bruce Johnson Jeff Zielke Rebekah Craft | mc@mcdarchitects.com |
| | MCD Architects | Jaclyn Miller Kristen Tait | ds@mcdarchitects.com |
| Paul Danko | PCI Industries, Inc. | | pdanko@pcidailey.com |
| Al | PCI Industries, Inc. | | bthorpe@pcionesource.com |
| Tyler Wilson | PCI Industries, Inc. | | twilson@pcionesource.com |

Submittals

MCD requested that all change orders are submitted to library and architect for approval. Change orders are all zero dollar change order because the GMP has not been reached.

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|--------------------|------------|----------|----------|--------|
| 1.1 | 1 | Pending Submittals | | | | Open |
| Description Submittals currently in A/E Court: <ul style="list-style-type: none">Concrete Accessories - ConfirmationsConcrete Joint Sealants Samples MCD will choose when viewing concrete mockupsInterior Glazing (Shop Drawings)Curtainwall system (Shop Drawings & Calculations) Submittals currently in Contractor's court <ul style="list-style-type: none">Slab Concrete Mix Design - To be submitted for recordMillwork Resubmittal - Meeting had on 8/1 for clarity and final decisions on various items - Submittal for recordStainless Steel Handrails - will be submitted after bulletin #2 <p>Bulletin #2 will be submitted today. The door lock to the Circulation office will be a battery operated key button lock rather than an electrical strike lock.</p> Outstanding Submittals: <ul style="list-style-type: none">Landscaping | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 Waterstop submittal was returned and Glass shops were sent in for review. | | | | | | |

RFIs

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------------------------|------------|----------|----------|---------|
| 2.3 | 8 | RFI #14 Existing Mechanical Piping | | | | On Hold |
| Description Formal response issued for a GRG column cover. Pricing is being acquired. To be formalized in upcoming bulletin. | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 <i>(None)</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|--------------------------------------|------------|----------|----------|--------|
| 2.6 | 11 | RFI #22: Light Cove for Friends Area | | | | Closed |
| Description There are conflicts with the existing ducts, unistrut, and fire suppression lines running in this area. This will need to be reviewed post meeting. | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 This was reviewed and a plan was created to avoid these conflicts. <i>All changes are under the drywall and will not be visible to the public</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|--|------------|----------|----------|--------|
| 2.7 | 12 | RFI #23: Blue Duct Diffuser Conference Call | | | | Open |
| Description Conflicting details and information against mfg recommendations shown. Conference call is required to rectify. <i>Mary Cay is handling this.</i> | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---------------------------------|------------|----------|----------|--------|
| 2.8 | 12 | RFI #24: PP-1 Panel Space Issue | | | | Open |
| Description There is no open space on PP-1 as shown on drawings for elevator power. New power source will need to be selected. Requested electrical engineer to review site conditions. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|--|------------|----------|----------|--------|
| 2.9 | 12 | Steel Conference Call Regarding Reinforcements | | | | Open |
| Description Has time/day been established for this call or site visit? Would like to have this week. <i>Steve and Tyler have a call scheduled for 8/17 at 9am</i> | | | | | | |

Procurement / Long Lead Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|-------|------------|----------|----------|--------|
| 3.1 | 1 | HVAC | | | | Open |
| Description HVAC Items have been approved. Awaiting finalized ship dates. <i>No ship date yet.</i> <ul style="list-style-type: none"> Boiler has been received. | | | | | | |

Previous Meeting Minutes
Aug 9, 2023
 (None)

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|----------|------------|----------|----------|--------|
| 3.2 | 1 | Nanawall | | | | Open |
| Description Nanawall is approximately 17 weeks out. Awaiting ship date. Hope to have next week. | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|----------------|------------|----------|----------|--------|
| 3.3 | 1 | Light Fixtures | | | | Open |
| Description Light fixtures are ordered. Awaiting ship date. Light Cove was added back to scope and may be installed after first phase is complete. <ul style="list-style-type: none"> Light fixtures are currently slated to arrive the 1st and 2nd week of September, however, ship dates have moved back one week since 7/25 and may continue this trend. | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 (None) All fixtures will be shipping in the next two weeks, including cove lighting. Vendor will supply a ship date to Tyler today. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---------------------|------------|----------|----------|--------|
| 3.4 | 1 | Curtain Wall System | | | | Open |
| Description Shop drawings in for final confirmations and release. | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 (None) | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|---------------|------------|----------|----------|--------|
| 3.5 | 1 | Lula Elevator | | | | Open |
| Description Shop drawings approved as noted. A4 access to confirm comments will not be an issue. A4 Access visited the site to take additional measurements. | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 (None) | | | | | | |

Owner / AE Items

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-----------------------------|------------|----------|----------|--------|
| 4.1 | 1 | Low Voltage / AV / Security | | | | Open |
| Description <ul style="list-style-type: none"> Has MCR completed layout for WAPs and cabling (wireless access points) and provided drawing to MCD? Speakers are to be replaced. Has security vendor been selected to complete layout for cameras and provided a drawing to MCD? Craft will send project drawings to Shaw Permit Status? Low Voltage permit secured. Ceiling inspection will be held second week in September | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 MCR was on site post meeting and PCI-Dailey briefly discussed additional re-routing to be completed and referred them to Rebekah for digital drawing copies. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|------------------------------|------------|----------|----------|--------|
| 4.3 | 1 | Permit Status / City Reviews | | | | Open |
| Description Initial permit was issued Monday 7/3. Updated Bulletin 1 stamped drawings received on 8/2. Bulletin #2 to be released today? YES | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 Bulletin #2 will be released on 8/16. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|-------------------|------------|----------|----------|--------|
| 4.4 | 7 | Concrete Mock-Ups | | | | Open |
| Description Concrete Mock-ups will be viewed at JJ Barney's offices on 8/24 at 3pm | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 Site meeting to be on 8/24 or 8/25. Time to be determined at following meeting and day determined on 8/18 or 8/21. | | | | | | |

Schedule & Site Progress

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|----------|------------|----------|----------|--------|
| 5.1 | 1 | Schedule | | | | Open |
| Description Current schedule has been delayed due to millwork and light fixture delivery for friends/gallery/circulation will be early October but we will work to expedite. No changes to overall project schedule. Demolition is progressing for exterior of building. Most concrete has been removed Soffit framing started Concrete has been cut out in lower level Rough electrical added to ceiling HVAC will be run early next week Surveyor will be in on Monday to do the foundation layout TEC will be doing soil testing (included in GMP) Framing has begun on site. In-wall MEP and some overhead has commenced. Steel reinforcement along column line R9 has begun and steel is being delivered to site for project. Shoring and joist removals have been completed. | | | | | | |

Masonry work in basement has begun.

Previous Meeting Minutes

Aug 9, 2023

Booksale/Gallery Study rooms were requested to be completed prior to circulation.

Financials

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|---|------------|---------|------------|----------|----------|--------|
| 6.1 | 1 | Billing | | | | Open |
| Description Pay application for August to be submitted at end of month. | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 MCD approved of billing and it was forwarded to Rebekah for payment. | | | | | | |

| No. | Mtg Origin | Title | Assignment | Due Date | Priority | Status |
|--|------------|--------------------------------|------------|----------|----------|--------|
| 6.2 | 9 | Contingency / Allowance Review | | | | Open |
| Description To be discussed at 1st and 3rd meetings of each month. No changes to current usages to report. Items still in pricing phase are as follows: <ul style="list-style-type: none"> • Credits for glass height in study rooms. • Credits for RFI response regarding HVAC around new circulation desk. • Additional costs for differing ceiling heights near new circulation. • Additional costs to move electrical & plumbing closer to column. • Additional costs for GRG column cover and installation. • Additional costs for data box adds in staff room. • Additional rework for MEP trades and architectural trades for Structural Steel conflicts. | | | | | | |
| Previous Meeting Minutes Aug 9, 2023 (None) | | | | | | |

These credits and additional costs are all part of the allowances for the project. We don't have exact prices on these yet.