

PHASE 3 RENOVATION  
UPDATE:  
September 2023

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## Phase 3 Updates: September 2023

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Construction continues on track and this past month saw the completion of demolition and the start of pouring foundation footings. The walls in the central “gallery” area have been boarded and the electrical inspection of the ceiling occurred on September 14. The ceiling will be boarded up in two weeks and then we wait for light fixture installation and carpet and paint. We are on track to reopen the gallery in October, at which time the four study rooms, the staff office, and Friends Bookshop area will be available.

The elevator shaft masonry is progressing and the concrete contractor just started pouring footings for the new interior ramp and cast in place concrete ramp walls. The flooring inside the café and the concrete plaza is expected to be poured in about one month.

The first floor women’s restroom will be out of order for about three weeks starting October 2 in order to install and reinforcing column for the new addition. Staff will make alternate restroom plans for heavy traffic in the youth room during story times.

### 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.

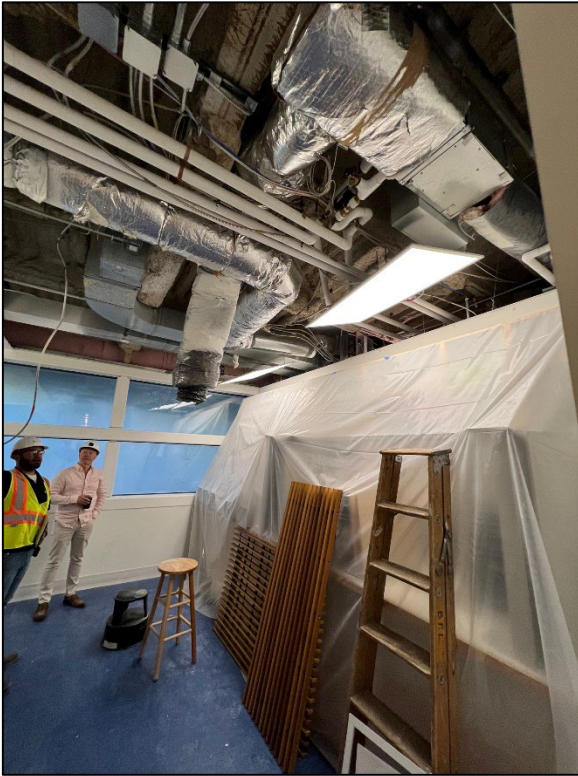
### Contingency

The project has a total contingency of \$141,966. The contingency has been used for seven items to date and three items have been credited to the contingency:

Carpet tiles for study room area	-\$6,710.00
Jersey Barrier Fencing	-\$34,309.00
Cove Lighting above Study Rooms	-\$11,450.00
Glazing calculation & engineering review	-\$3,000.00
Sitework changes	-\$2,942.00
Additional carpentry work for study rooms	-\$4,840.00
HVAC revisions (credit)	+\$4,048.05
18” GRG Plasterform Column Cover	-\$4,826.00
Glass revisions in study rooms (credit)	+\$1,200.00
Anticipated: Landscaping credit	+\$3,900.00

*The amount remaining in the contingency is \$83,037.*

## Progress Photos



August 23 - Left: View of Youth workroom, where supporting beam will be placed in ceiling.  
Right: View out former front door looking towards new elevator at ground level.



View of worksite looking toward The Community House on a rainy afternoon.





View of new elevator installation in progress. New information desk in background.



Looking down into the elevator pit located in the corner of the lower level Rotary Room.



Workers saw cutting the foundation for the new elevator door on the entry level.





August 30: View of future location of front entrance addition.



Looking at former support column shored up, cut, and ready for replacement.





Looking toward Youth Room and future site of outdoor terrace.

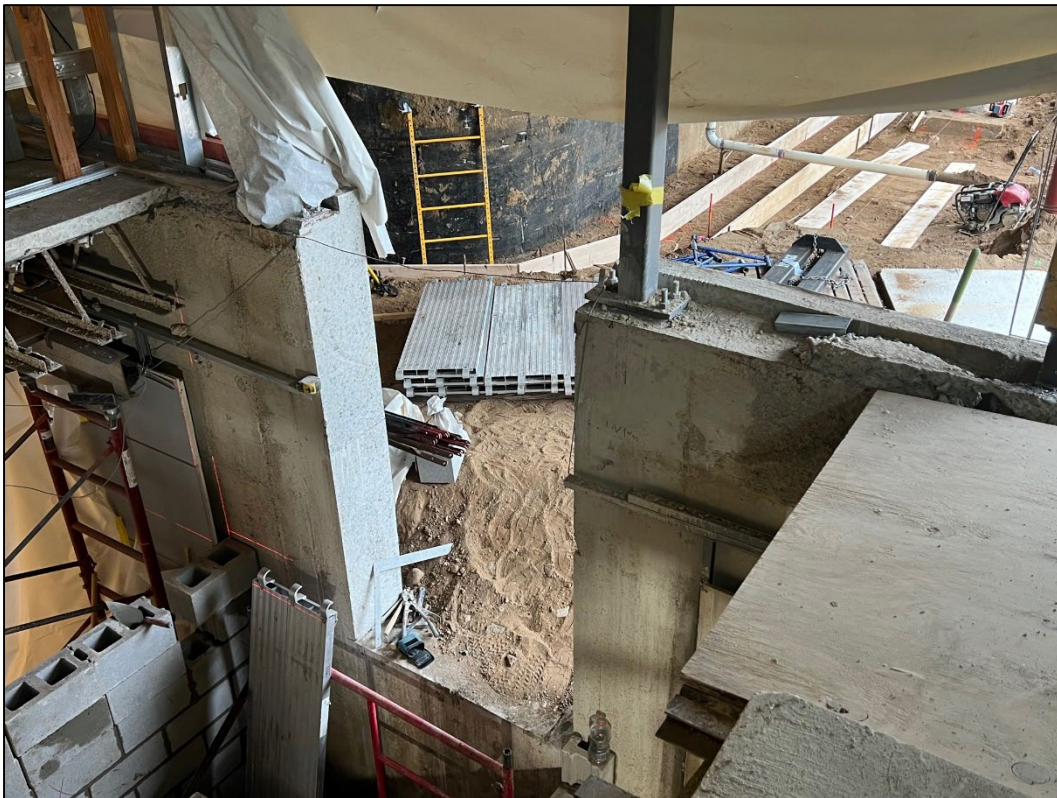


View from base of future ramp and stairs looking toward Merrill Street.





View inside future entry vestibule. Door for new elevator on the left side, just past the bucket.



September 6: View from new sorter room into elevator shaft and out to ramp.





View of elevator shaft and door toward lobby. Rotary Room storage closet shown adjacent.



View of new elevator shaft being built in the corner of the Rotary Room





View of footings being poured for new interior ramp.



View inside expanded staff workroom.





September 14: View from new sorting room toward elevator shaft and lobby/ramp area.



View inside elevator shaft.





View of ramp concrete work. The tall curved wall is the middle wall of the new ramp.



View of underground ramp footings and rebar set in place for new ramp base and walls.





View from future vestibule of elevator door, future staircase, and ramp.



View of future bike rack and wall slot for outdoor materials returns.





View of ramp footings near entrance to base of ramp.



View of architect Steve Schneemann standing across lower part of new ramp.



## Baldwin Public Library: PHASE 3 RENOVATION BUDGET

	Current Budget
<b>Renovation Costs</b>	
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
<b>Guaranteed Maximum Price</b>	<b>\$ 3,677,232</b>
<b>Other Costs: not coordinated by PCI Dailey</b>	
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
<b>TOTAL: Other Costs</b>	<b>\$ 475,760</b>
<b>GRAND TOTAL</b>	<b>\$ 4,152,992</b>

<b>Funding Sources</b>	
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
<b>TOTAL FUNDS</b>	<b>\$ 4,152,992</b>

### 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
<b>TOTAL FUNDS</b>	<b>\$</b>	<b>4,152,992</b>

\*Requires FY23-24 budget adjustment

### Additional Trust Funds Available

#### Trust

Van Dragt Donation	\$	74,909
General Spendable Funds	\$	362,164
Building Funds	\$	325,473
<b>TOTAL</b>	<b>\$</b>	<b>762,546</b>
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
<b>PCI Dailey Construction Costs*</b>	<b>\$ 3,677,232</b>	<b>\$ 364,934</b>	<b>\$ 3,677,232</b>	
Pay Application #1 - Bidding Assistance & Perf. Bond		\$ 54,959		
Pay Application #2		\$ 116,304		
Pay Application #3		\$ 193,672		
<b>Architectural Fees</b>	<b>\$ 264,000</b>	<b>\$ 250,000</b>	<b>\$ 264,000</b>	
Fees paid through August 2023		\$ 250,000		
<b>Engineering Fees</b>	<b>\$ 19,210</b>		<b>\$ 19,210</b>	
<b>FFE &amp; AV/Low Voltage Wiring</b>	<b>\$ 115,000</b>	<b>\$ 39,070</b>	<b>\$ 115,000</b>	
MCR - Demolition & installation of low voltage wiring	\$ 5,168			
NBS Wireless Access Point	TBD			
Speaker installation	\$ 1,242			
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			
<b>Furniture Moving</b>	<b>\$ 5,000</b>		<b>\$ -</b>	<b>\$ 5,000</b>
<b>Signage made by Idea Lab</b>	<b>\$ 1,000</b>		<b>\$ 1,000</b>	
<b>Endowment plaque installation</b>	<b>\$ 1,750</b>		<b>\$ -</b>	<b>\$ 1,750</b>
To be installed by Millwork contractor			\$ -	
<b>Siberian Ram sculpture relocation/storage</b>	<b>\$ 19,800</b>	<b>\$ 8,423</b>	<b>\$ 14,850</b>	<b>\$ 4,950</b>
Deposit - 5/30/23		\$ 3,400		
Removal fee - 6/10/23		\$ 4,273		



Storage fee - 9/1/23 \$ 750

**Sorter Relocation** \$ 50,000 \$ 65,000 \$ (15,000)

**TOTAL** \$ 4,152,992 \$ 920,851 \$ 4,156,292 \$ (3,300)

<i>*Construction Contingency</i>	<i>Total</i>	<i>Remaining</i>	<i>Used</i>
\$	141,966	\$ 83,037	\$ 58,929

Updated 9/13/2023





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 #13

Meeting Date	Aug 23, 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		Jeff Zielke - via Zoom	ss@mcdarchitects.com
		Rebekah Craft	mc@mcdarchitects.com
		Jaclyn Miller	ds@mcdarchitects.com
		Kristen Tait	
Al, Tom	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
<b>Description</b> Submittals currently in A/E Court: <ul style="list-style-type: none"><li>Concrete Accessories - Confirmations - Will proceed unless instructed otherwise</li><li>Concrete Joint Sealants Samples will review on 8/30/23</li><li>Interior Glazing (Shop Drawings) returning today</li><li>Curtainwall system (Shop Drawings &amp; Calculations)</li><li>Steel decking drawings sent today</li><li>Millwork Resubmittal - Meeting had on 8/1 for clarity and final decisions on various items - Submittal for record (Additional shelf and spacing will be used for Friends per Bulletin #2) Jeff will drop off approved plans tomorrow.</li></ul>						
Submittals currently in Contractor's court <ul style="list-style-type: none"><li>Slab Concrete Mix Design - To be submitted for record finalized after colors are confirmed</li><li>Stainless Steel Handrails extended 3.5" by glass</li></ul>						
Outstanding Submittals: <ul style="list-style-type: none"><li>Landscaping</li></ul>						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> (None)						

## RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	8	RFI #14 Existing Mechanical Piping				On Hold
<b>Description</b> Formal response issued for a GRG column cover. Pricing has been acquired. GRG/Carpentry pricing alone is \$4,826.00.						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> Bulletin was issued 8/16. <div style="float: right; color: red;">             This fee will be added to the contingency. Schneemann confirmed that this is an appropriate price for this type of column cover. The item specified is made by Armstrong, which is a quality item with budget pricing and it would be difficult to find a comparable item for less money.           </div>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	12	RFI #24: PP-1 Panel Space Issue				Open
<b>Description</b> 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. <div style="float: right; color: red;">             Electrical engineer will be reviewing this. Last year, an electrical panel in the boiler room was marked as "spare," and the EE intended to use this panel for the elevator. The city electrician found that the return air handler in the Rotary Room had never been connected and was supposed to be connected to the "spare" electrical panel earlier in 2023. Because this panel is no longer available, we will have to investigate how to add enough power to power the elevator. This will take money (amount TBD) out of the contingency.           </div>						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> Electrical engineer to review conditions this week and provide response.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.4	12	Steel Conference Call Regarding Reinforcements				Open
<b>Description</b> Review existing conditions this week and discuss feasibility post meeting. <div style="float: right; color: red;">             The structural engineer is recommending that a column located between the wall of the first floor women's restroom and exterior of the Birkerts windows be reinforced. MCD is following up with the SE on this to see if this work is necessary. PCID suggests the restroom will be out of order for 3 weeks while this work is completed. They will not start work until tile has been received.           </div>						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> Conference call was completed. Column reinforcement for staff work room was moved to correct column required. Bathroom will have to be selectively demolished to access column located between RR and exterior glass framing. This will be reviewed with MCD, The Library, and PCI-Dailey after our next meeting.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.5	13	RFI #25: ADA Ramp Requirements				Open
<b>Description</b> New ADA ramp does exceeds 8.33% of slope required for ADA. New proposed grades have been recommended. <div style="float: right; color: red;">             MCD believes this slope error may be a clerical error. Will confirm the slope after discussing the ramp with the civil engineer.           </div>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.6	13	RFI #26: Diffuser/Light Locations for Study Rooms				Open
<b>Description</b> Detail for diffusers and lights for study rooms appears to be incorrect. Need dimensions for placement in ceiling. <div style="float: right; color: red;">             Steve and Tyler reviewed and resolved this after the meeting.           </div>						

## Procurement / Long Lead Items



No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	HVAC				Open
<b>Description</b> HVAC Items have been approved. <ul style="list-style-type: none"> <li>Boiler has been received.</li> <li>Louver, EWH, CU are set to be shipped the end of September.</li> <li>AHU to be shipped at end of October.</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Nanawall				Open
<b>Description</b> Nanawall is approximately 17 weeks out. Awaiting ship date. Supplier will have ship date in October.						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Light Fixtures				Open
<b>Description</b> 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"> <li>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.</li> <li>C1 and CH-1 fixtures are set to ship on 9/18.</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
<b>Description</b> Shop drawings in for final confirmations and release.						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.5	1	Lula Elevator				Open
<b>Description</b> Shop drawings approved as noted. A4 access visited the site this morning to discuss project. <div style="color: red;">The opening has been adjusted to fit between 2 existing columns.</div>						

**Previous Meeting Minutes**

Aug 16, 2023

(None)

**Owner / AE Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Low Voltage / AV / Security				Open
<b>Description</b> <ul style="list-style-type: none"> <li>Has MCR completed layout for WAPs and cabling (wireless access points) and provided drawing to MCD? <b>Craft will followup with MCR</b></li> <li>Speakers are to be replaced. <b>Brian at PCI is meeting with the speaker rep, Lucas, next week to discuss plans</b></li> <li>Has security vendor been selected to complete layout for cameras and provided a drawing to MCD?</li> <li>Permit Received?</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> MCR has obtained low voltage permit. Rebekah asked that we give her notice prior to our above ceiling inspections.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	1	Permit Status / City Reviews				Open
<b>Description</b> Initial permit was issued Monday 7/3. Updated Bulletin 1 stamped drawings received on 8/2. <b>Ready at the City. Tyler will pick up on 8/24</b>  Bulletin #2 in review with city for stamp.						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> Bulletin #2 was released on 8/16.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	7	Concrete Mock-Ups				Open
<b>Description</b> Concrete Mock-ups will be viewed at JJ Barney's offices on 8/30 at 3pm.						
<b>Previous Meeting Minutes</b> <b>Aug 16, 2023</b> Meeting was postponed to 8/30 at 3pm due to concrete procurement issue.						

**Schedule & Site Progress**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
<b>Description</b> 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.  Exterior demolition and grading is underway.  Framing has begun on site.  In-wall MEP and some overhead has commenced.						



Steel reinforcement along column line R9 has been completed and steel is being delivered to site for project.	
Shoring and joist removals have been completed.	Insulation inspection will take place next week.
Floor Slab removal in basement and wall cut out has been completed/is in process.	Surveying begins tomorrow
Site staking will be completed tomorrow.	Thursday - dirt removal from the elevator pad begins
	TEC will be on site to do an inspection tomorrow and the City bldg. department will be present
	The elevator door is being cut today
	Mason starts installing elevator block on September 5
<b>Previous Meeting Minutes</b>	Fire suppression work is ongoing
<b>Aug 16, 2023</b>	New light to temporary ramp has been installed, so the north entrance will be well lit through darker months.
(None)	

## Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
		<b>Description</b>				
		Pay application for August to be submitted at end of month.				
		<b>Previous Meeting Minutes</b>				
		<b>Aug 16, 2023</b>				
		(None)				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
		<b>Description</b>				
		To be discussed at 1st and 3rd meetings of each month. No changes to current usages to report.				
		Items still in pricing phase or being released this week are as follows:				
		<ul style="list-style-type: none"> <li>Credits for glass height in study rooms.</li> <li>Credits for RFI response regarding HVAC around new circulation desk.</li> <li>Additional costs for differing ceiling heights near new circulation.</li> <li>Additional costs to move electrical &amp; plumbing closer to column.</li> <li>Additional costs for GRG column cover and installation.</li> <li>Additional costs for data box adds in staff room.</li> <li>Additional rework for MEP trades and architectural trades for Structural Steel conflicts.</li> <li>Additional HVAC, Sprinkler, Plumbing, &amp; Electrical rework required for existing conditions and new work.</li> <li>Millwork bracketing changes per Bulletin #2 will be completed tomorrow</li> <li>Exterior lighting for ramp and entry has been completed. this has been corrected and was taken out of the ramp allowance</li> </ul>				
		<b>Previous Meeting Minutes</b>				
		<b>Aug 16, 2023</b>				
		(None)				
			Tyler will supply the contingency/allowances update next week. Owner and architect will need to approve hours and materials for all changes.			

## BPL Phase 3 OAC Meeting Agenda: Meeting #14

<b>Meeting Date</b>	Aug 30, 2023	<b>Meeting Time</b>	11:00 AM - 12:00 PM Eastern Time (US & Canada)
<b>Meeting Location</b>	On-Site		
<b>Overview</b>	Meeting for the Baldwin Public Library Phase 3 Project		
<b>Attachments</b>			

### Scheduled Attendees

Name	Company	Phone Number	Email
Steve Schneemann		Tom, PCI Bruce Johnson	ss@mcdarchitects.com
		Jeff Zielke Kristen Tait	
		Rebekah Craft Jaclyn Miller	
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
<b>Description</b> Submittals currently in A/E Court: <ul style="list-style-type: none"> <li>Concrete Joint Sealants Samples <b>MCD will review 8/31</b></li> <li>Steel decking drawings</li> <li>Millwork Resubmittal - Meeting had on 8/1 for clarity and final decisions on various items - Submittal for record (Additional shelf and spacing will be used for Friends per Bulletin #2)</li> </ul> Submittals currently in Contractor's court <ul style="list-style-type: none"> <li>Slab Concrete Mix Design - To be submitted for record <b>will review 8/31</b></li> <li>Stainless Steel Handrails</li> </ul> Outstanding Submittals: <ul style="list-style-type: none"> <li>Landscaping <b>Waiting on Great Oaks</b></li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> Glazing shop drawings and accessories were returned post meeting.						

### RFIs



No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	12	RFI #24: PP-1 Panel Space Issue				Open
<b>Description</b> 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. <b>Pricing adjustments are in progress</b>						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> Electrical Engineer reviewed conditions at on-site meeting 8/25 and issued response week on 8/28. Pricing is underway.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	12	Steel Conference Call Regarding Reinforcements				Open
<b>Description</b> Review existing conditions this week and discuss feasibility post meeting. <b>This column reinforcement is non-negotiable. PCID will work on pricing for the work and acquiring tile for the restroom. The tile is still manufactured.</b>						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> Steve will respond on final determination regarding the bathroom reinforcing requirements by next meeting.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	13	RFI #25: ADA Ramp Requirements				Open
<b>Description</b> New ADA ramp does exceeds 8.33% of slope required for ADA. New proposed grades have been recommended.						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> MCD to discuss with City and issue formal response. <b>Mary Cay is reviewing this measurement. The ramp foundations will be poured starting next Tuesday.</b>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.4	14	RFI 27: Exterior Plaster Addition For Existing Concrete Walls				Open
<b>Description</b> The finish condition for concrete under the removed stair is less than desirable. <b>MCD reviewed the finish after the meeting and will advise how to handle the finish on the wall.</b>						
We recommend continuing the plaster skim coat for this exposed foundation wall and would like to review post meeting this condition.						

### Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	HVAC				Open
<b>Description</b> HVAC Items have been approved. <ul style="list-style-type: none"> <li>Boiler has been received.</li> <li>Louver, EWH, CU are set to be shipped the end of September.</li> <li>AHU to be shipped at end of October.</li> </ul>						

**Previous Meeting Minutes**  
**Aug 23, 2023**  
 (None)

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Nanawall				Open
<b>Description</b> Nanawall is approximately 16 weeks out. Awaiting ship date. Supplier will have ship date in October.						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Light Fixtures				Open
<b>Description</b> 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"> <li>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.</li> <li>C1 and CH-1 fixtures are set to ship on 9/18.</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> (None) <div style="color: red; margin-left: 100px;">Waiting on a new update from the lighting company.</div>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> Shop drawings are approved.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.5	1	Lula Elevator				Open
<b>Description</b> Shop drawings approved as noted. A4 access visited the site this morning to discuss project.						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> <div style="color: red;">A lifting beam will need to be added to the top of the elevator shaft. This will be taken out of the elevator allowance and will be permanently installed in the elevator shaft.</div> Lifting beam will be required to be installed for elevator installation and rough opening dimensions are much wider than initially shown on plan. A4 allowed us to shrink these RO dimensions to allow for columns to remain in place and not require removal/reinstallation.						

### Owner / AE Items



No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Low Voltage / AV / Security				Open
<b>Description</b> <ul style="list-style-type: none"> <li>Has MCR completed layout for WAPs and cabling (wireless access points) and provided drawing to MCD?</li> <li>Speakers are to be replaced and will require drawing provided to MCD.</li> <li>Has security vendor been selected to complete layout for cameras and provided a drawing to MCD?</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> <i>(None)</i>						
Brian from PCID is meeting with Lucas from the speaker company on 8/31. Contractors displaced some of the low-voltage wiring that was already secured. This will need to be redone before the ceiling inspection is performed.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	1	Permit Status / City Reviews				Open
<b>Description</b> Initial permit was issued Monday 7/3. Updated Bulletin 1 stamped drawings received on 8/2.  Bulletin #2 in review with city for stamp.						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	7	Concrete Mock-Ups				Open
<b>Description</b> Concrete Mock-ups will be viewed at JJ Barney's offices today at 3pm.						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> <i>(None)</i>						

## Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
<b>Description</b> 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.  Exterior demolition is substantially complete.  Framing has begun on site.  In-wall MEP and some overhead has commenced.  Exterior steel columns are currently being replaced.  Shoring and joist removals have been completed.  Elevator foundation has been poured.						
PCID and MCD reviewed the existing site for the handicap ramp and column location. They developed a plan for laying the foundation and now everyone is aware of what needs to line up where on the project (bronze flashing must form a continuous line along the existing building and addition). The original Birkerts plans were hand drawn and the building was not built exactly according to the drawings. The drawings from MCD require items to line up with existing building spaces because of all the discrepancies.						

Site staking has been completed for first layout.

Interior re-work is ongoing for interior steel placements to begin.

**Previous Meeting Minutes**

**Aug 23, 2023**

(None)

## Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
<b>Description</b> Pay application for August to be submitted at end of month.						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
<b>Description</b> To be discussed at 1st and 3rd meetings of each month. Items still in pricing phase or being released this week are as follows: <ul style="list-style-type: none"> <li>• Additional rework for MEP trades and architectural trades for Structural Steel conflicts.</li> <li>• Additional HVAC, Sprinkler, Plumbing, &amp; Electrical rework required for existing conditions and new work.</li> <li>• Millwork bracketing changes per Bulletin #2</li> <li>• Exterior lighting for ramp and entry has been completed.</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 23, 2023</b> (None)						

Masons will start setting the elevator blocking on 9/5.  
 Youth Staff workroom been has been exposed and cleared around  
 Ramp foundation work begins Tuesday  
 Interior framing, electrical, sprinkler, and low voltage work is ongoing.



## BPL Phase 3 OAC Meeting Agenda: Meeting #15

<b>Meeting Date</b>	Sep 6, 2023	<b>Meeting Time</b>	11:00 AM - 12:00 PM Eastern Time (US & Canada)
<b>Meeting Location</b>	On-Site		
<b>Overview</b>	Meeting for the Baldwin Public Library Phase 3 Project		
<b>Attachments</b>			

### Scheduled Attendees

Name	Company	Phone Number	Email
Mary Cay Lancaster	MCD Architects	Tom, PCID Jamie Richards, BPL Kristen Tait	mc@mcdarchitects.com
Paul Danko	PCI Industries, Inc.	Jaclyn Miller Rebekah Craft Jeff Zielke, City of Birmingham	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
<b>Description</b> Submittals currently in A/E Court: <ul style="list-style-type: none"> <li>Concrete Joint Sealants Samples Steve is working on this.</li> <li>Steel decking drawings</li> <li>Millwork Resubmittal - Meeting had on 8/1 for clarity and final decisions on various items - Submittal for record (Additional shelf and spacing will be used for Friends per Bulletin #2) Updates have been approved but need paperwork for the record.</li> <li>GRG Column Cover Tyler and Mary Cay will go over the column. Total width is 18" but 10.5" of clear space is needed inside.</li> <li>Concrete Joint Layout Submitted by MCD but PCID has a couple questions about this.</li> </ul> Submittals currently in Contractor's court <ul style="list-style-type: none"> <li>Slab Concrete Mix Design - To be submitted for record</li> <li>Stainless Steel Handrails</li> </ul> Outstanding Submittals: <ul style="list-style-type: none"> <li>Landscaping There are mulch and top soil samples to review today. Digital copies of the submittal will be available for the record soon.</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None)						

## RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	12	RFI #24: PP-1 Panel Space Issue				On Hold
<b>Description</b> 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.						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> Response was provided. Pricing is being acquired. <span style="color: red;">Pricing is coming this week.</span>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	12	Steel Conference Call Regarding Reinforcements				On Hold
<b>Description</b> Review existing conditions this week and discuss feasibility post meeting.						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> Steve determined this was required after a follow up discussion with the structural engineers. Pricing is being acquired.						
<span style="color: red;">The wall tile is from Italy and has a 10-14 week lead time. Demolition in the first floor women's restroom will begin in 3-4 weeks and the restroom will be out of order for 1-2 weeks. Drywall and paint will be used on the walls until the tile is delivered. PCID will give library staff a 2 week notice before construction begins.</span>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	13	RFI #25: ADA Ramp Requirements				Open
<b>Description</b> New ADA ramp does exceeds 8.33% of slope required for ADA. New proposed grades have been recommended.						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> JJ Barney has scheduled a Zoom for 9/6 at 3pm to discuss the ramp slope. The concrete installation requirements for the trade are at 7.5% and will need to be adjusted. JJB takes issue with the response given and is reaching out to Steve directly with their concerns as the response is not within industry standard tolerances/acceptable standards.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.4	14	RFI 27: Exterior Plaster Addition For Existing Concrete Walls				Open
<b>Description</b> The finish condition for concrete under the removed stair is less than desirable.						
We recommend continuing the plaster skim coat for this exposed foundation wall and would like to review post meeting this condition.						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None)						
<span style="color: red;">Plaster skim coat will be added to match the wall. Steve S. would like an on-site meeting next week to discuss grinding the concrete along the new ramp wall.</span>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.5	14	RFI 29: Insulation Change Due to Mfg Delay				Open
<b>Description</b> Alternate insulation was proposed with same R-Values, however, there is minimal lead time.						
<span style="color: red;">Mary Cay confirmed it's not a problem to use this substitute insulation.</span>						



**Previous Meeting Minutes**  
**Aug 30, 2023**  
 (None)

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.6	14	RFI 30: Floor Core Location Change				Open
<b>Description</b> Floor Cores currently proposed are on existing beam. This must shift the core location 17.5" from the wall and 6" off center from the window. Mary Cay was checking with Rebekah on the furniture depth to ensure this would still be under the table.						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None) <span style="color: red; margin-left: 20px;">Mary Cay and library staff confirmed location of floor ports after meeting. PCID will make the necessary adjustments.</span>						

### Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	HVAC				Open
<b>Description</b> HVAC Items have been approved. <ul style="list-style-type: none"> <li>Boiler has been received.</li> <li>Louver, EWH, CU are set to be shipped the end of September. <span style="color: red;">Accurate shipping date coming soon.</span></li> <li>AHU to be shipped at end of October.</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Nanawall				Open
<b>Description</b> Nanawall is approximately 15 weeks out. Awaiting ship date. Supplier will have ship date in October.						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Light Fixtures				Open
<b>Description</b> 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"> <li>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.</li> <li>C1 and CH-1 fixtures are set to ship on 9/18. <span style="color: red;">some fixtures are shipping 9/7, the remainder will ship 9/18.</span></li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
		<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None)				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.5	1	Lula Elevator				Open
		<b>Description</b> Shop drawings approved as noted. A4 access visited the site this morning to discuss project.				
		<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None) <span style="color: red; float: right;">A hoisting beam is required and this cost has been included in the allowances.</span>				

**Owner / AE Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Low Voltage / AV / Security	Jamie Richards will coordinate the wireless access points, low voltage receptors, and speaker location. MCD will update the drawings with this information. Jamie is meeting with Shaw cameras on Friday to go over the best locations for the security cameras.			Open
		<b>Description</b> <ul style="list-style-type: none"> <li>Has MCR completed layout for WAPs and cabling (wireless access points) and provided drawing to MCD?</li> <li>Speakers are to be replaced and will require drawing provided to MCD. <span style="color: red;">Speaker cost is \$1242, which has been included in FFE total.</span></li> <li>Has security vendor been selected to complete layout for cameras and provided a drawing to MCD?</li> </ul>				
		<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None)				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	1	Permit Status / City Reviews				Open
		<b>Description</b> Initial permit was issued Monday 7/3. Updated Bulletin 1 stamped drawings received on 8/2. Updated Bulletin #2 stamped drawings received on 8/30.				
		<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> Bulletin 2 Drawings were received and approved. <span style="color: red; float: right;">Bulletin #3 is forthcoming. No timeline for completion yet.</span>				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	7	Concrete Mock-Ups				Open
		<b>Description</b> Concrete Mock-ups will be viewed at JJ Barney's offices week of 9/25 for the light concrete interior/exterior mixes.				
		<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> Both dark concretes were approved to proceed.				

**Schedule & Site Progress**



No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
<b>Description</b> 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.  Exterior demolition is substantially complete. <span style="float: right;">Insulation inspection to be held 9/7</span>  Framing is continuing on site with insulation and 1 side of drywall for Gallery.  Overhead MEP is underway.  Exterior steel columns have been replaced.  Lighting shipments have started to arrive and are being installed.  Elevator blockwork is on-going.  Foundations are being dug. <span style="color: red;">started 9/5/23</span>  Interior steel reinforcements for Staff Work Room have begun. <span style="color: red;">started 9/1/23</span>						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None)						

## Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
<b>Description</b> Pay application for August to be submitted this week.						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
<b>Description</b> To be discussed at 1st and 3rd meetings of each month. Items still in pricing phase or being released this week are as follows: <ul style="list-style-type: none"> <li>• Additional rework for MEP trades and architectural trades for Structural Steel conflicts.</li> <li>• Additional HVAC, Sprinkler, Plumbing, &amp; Electrical rework required for existing conditions and new work.</li> <li>• Millwork bracketing changes per Bulletin #2</li> <li>• Exterior lighting for ramp and entry has been completed.</li> <li>• Electrical work for Bulletin #3 (RFI for PP-1).</li> <li>• Bathroom demolition and replacement for steel work. <span style="color: red;">This will be an additional cost, TBD</span></li> <li>• Credit from Landscaper for Bulletin #1. <span style="color: red;">Total credit amount is coming soon.</span></li> </ul>						
<b>Previous Meeting Minutes</b> <b>Aug 30, 2023</b> Steve requested a zero dollar AIA G701 be issued for all future contingency usages.						

## BPL Phase 3 OAC Meeting Agenda: Meeting #16

<b>Meeting Date</b>	Sep 13, 2023	<b>Meeting Time</b>	11:00 AM - 12:00 PM Eastern Time (US & Canada)
<b>Meeting Location</b>	On-Site		
<b>Overview</b>	Meeting for the Baldwin Public Library Phase 3 Project		
<b>Attachments</b>			

### Scheduled Attendees

Name	Company	Phone Number	Email
Steve Schneemann		Adam Mabry, PCID Jamie Richards, BPL Kristen Tait Jaclyn Miller Rebekah Craft	ss@mcdarchitects.com
Paul Danko	PCI Industries, Inc.	Bruce Johnson, City of Birmingham Jeff Zielke, City of Birmingham	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
<b>Description</b> Submittals currently in A/E Court: <ul style="list-style-type: none"> <li>Concrete Joint Sealants Samples Steve's decision</li> <li>Millwork Resubmittal - Meeting had on 8/1 for clarity and final decisions on various items - Submittal for record (Additional shelf and spacing will be used for Friends per Bulletin #2) Diane will review</li> <li>GRG Column Cover</li> <li>Concrete Joint Layout</li> </ul> Submittals currently in Contractor's court <ul style="list-style-type: none"> <li>Slab Concrete Mix Design - To be submitted for record</li> <li>Stainless Steel Handrails</li> </ul> Outstanding Submittals: <ul style="list-style-type: none"> <li>Landscaping</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> Steel Decking was approved.						



## RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	12	RFI #24: PP-1 Panel Space Issue				On Hold
<b>Description</b> 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.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	12	Steel Conference Call Regarding Reinforcements	Bathroom demolition for installation of support will start October 2.			On Hold
<b>Description</b> Review existing conditions this week and discuss feasibility post meeting. Tile to be ordered this week but is approximately 14 weeks out. We will complete these repairs with painted drywall in the interim. Work will be started in approximately 3 weeks.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	13	RFI #25: ADA Ramp Requirements				Closed
<b>Description</b> New ADA ramp does exceeds 8.33% of slope required for ADA. New proposed grades have been recommended.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> Formation of ramp walls started this week and a tolerance was added. The cafe entry between the vestibule and ramp will be 7 feet wide. Final sketches were provided extending the bottom of the ramp by 2' and grades revised accordingly.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.4	14	RFI 27: Exterior Plaster Addition For Existing Concrete Walls				Open
<b>Description</b> The finish condition for concrete under the removed stair is less than desirable.  We recommend continuing the plaster skim coat for this exposed foundation wall and would like to review post meeting this condition.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> (None) This area was reviewed after the meeting. We will expose the original location of the ramp as a nod to the history of the 1981 addition. This will also save about \$2,500 for plaster skim coating.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.5	14	RFI 29: Insulation Change Due to Mfg Delay	Mary Cay is reviewing this change with structural engineer			Open
<b>Description</b> Alternate insulation was proposed with same R-Values, however, there is minimal lead time.						

**Previous Meeting Minutes****Sep 6, 2023**

Insulation for foundation walls were approved. MCD is verifying this can be used under slab as well.

Flatwork concrete will be poured in about one month.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.6	14	RFI 30: Floor Core Location Change				On Hold
<b>Description</b> Floor Cores currently proposed are on existing beam. This must shift the core location 17.5" from the wall and 6" off center from the window. Mary Cay was checking with Rebekah on the furniture depth to ensure this would still be under the table.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> Field verification ensued post meeting and floor core locations were changed accordingly. Pilot holes to be completed and verification of location feasibility to commence.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.7	16	RFI 31: Existing Limestone Panel Removal	Mary Cay is setting up a conference call with IMEG to verify shoring requirements.			Open
<b>Description</b> Conference call needed with IMEG to discuss shoring and removal of existing limestone.						

**Procurement / Long Lead Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	HVAC				Open
<b>Description</b> HVAC Items have been approved. <ul style="list-style-type: none"> <li>Boiler has been received.</li> <li>Louver, EWH, CU are set to be shipped the end of September.</li> <li>AHU to be shipped at end of October.</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Nanawall				Open
<b>Description</b> Nanawall is shipping early December.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> Nanawall tracking to ship early December.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Light Fixtures				Open
<b>Description</b> Light fixtures are ordered. Awaiting ship date. Light Cove was added back to scope and may be installed after first phase is complete.						

- 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.
- C1 and CH-1 fixtures are set to ship on 9/18.

**Previous Meeting Minutes****Sep 6, 2023**

(None)

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.5	1	Lula Elevator				Open
<b>Description</b> Shop drawings approved as noted.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> (None)						

**Owner / AE Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Low Voltage / AV / Security				Open
<b>Description</b> <ul style="list-style-type: none"> <li>• Has MCR completed layout for WAPs and cabling (wireless access points) and provided drawing to MCD?</li> <li>• Speakers are to be replaced and will require drawing provided to MCD.</li> <li>• Has security vendor been selected to complete layout for cameras and provided a drawing to MCD?</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> (None) <div style="color: red; margin-top: 10px;">MCD will advise on location of ceiling speaker and wireless access point. MCD will make notes of conduit pathways. Fire alarms are shown on plans. Shaw security is meeting with Jamie next week to finalize camera locations.</div>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	1	Permit Status / City Reviews				Open
<b>Description</b> Initial permit was issued Monday 7/3. Updated Bulletin 1 stamped drawings received on 8/2. Updated Bulletin #2 stamped drawings received on 8/30.						
Status of Bulletin #3? <div style="color: red; margin-top: 10px;">Bulletin #3 will be completed by September 20. This will include electrical revisions, ramp sketches, and coordinates the plumbing and civil engineering changes.</div>						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> Bulletin 3 issue date TBD.						



No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	7	Concrete Mock-Ups				Open
<b>Description</b> Concrete Mock-ups will be viewed at JJ Barney's offices week of 9/25 for the light concrete interior/exterior mixes.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> (None)						
Meeting will be held morning of 9/28						

### Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
<b>Description</b> 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.						
Exterior demolition is substantially complete.						
Drywall work to continue for walls beginning tomorrow.						
Overhead MEP is underway.						
Lighting shipments have started to arrive and are being installed.						
Elevator blockwork is on-going.						
Ramp walls are being formed.						
Interior steel reinforcements for Staff Work Room have begun.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> (None)						
Boarding walls tomorrow. HVAC is being reworked Electrical inspection takes place tomorrow.						

### Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
<b>Description</b> Pay application for August was submitted officially today.						
<b>Previous Meeting Minutes</b> <b>Sep 6, 2023</b> Pay application was submitted 9/13.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
<b>Description</b> To be discussed at 1st and 3rd meetings of each month.						
Items still in pricing phase or being released this week are as follows:						
<ul style="list-style-type: none"> <li>Additional rework for MEP trades and architectural trades for Structural Steel conflicts.</li> </ul>						
Received a \$3,900 credit from landscaper for irrigation.						

- Additional HVAC, Sprinkler, Plumbing, & Electrical rework required for existing conditions and new work.
- Millwork bracketing changes per Bulletin #2
- Exterior lighting for ramp and entry has been completed.
- Electrical work for Bulletin #3 (RFI for PP-1).
- Bathroom demolition and replacement for steel work.
- Credit from Landscaper for Bulletin #1. - Acquired

**Previous Meeting Minutes****Sep 6, 2023***(None)*

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

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

## Prime Contract Potential Change Order #029: Contingency

<b>TO:</b>	City of Birmingham 151 Martin Street Birmingham, Michigan 48009	<b>FROM:</b>	PCI Industries, Inc. 21717 Republic St. Oak Park, Michigan 48237
<b>PCO NUMBER/REVISION:</b>	029 / 0	<b>CONTRACT:</b>	GC-2304-007 - Baldwin Public Library Prime Contract
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Tyler Wilson (PCI Industries, Inc.)
<b>STATUS:</b>	Pending - Proceeding	<b>CREATED DATE:</b>	8/28/2023
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	No	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	(\$79,137.05)

**POTENTIAL CHANGE ORDER TITLE:** Contingency

**CHANGE REASON:** Contingency

**POTENTIAL CHANGE ORDER DESCRIPTION:** (The Contract Is Changed As Follows)

Contingency

Contingency - Initial Value = \$141,966.00

DEDUCT From Contingency - 20 Additional boxes of existing carpet (Interface Skinny Plank - Harmonize, Color: Iron 104042) - \$6,710.00

DEDUCT From Contingency - Yodock Barriers and fence panels with Screen + Labor for Installation - \$34,309.00

DEDUCT From Contingency - Added carpentry scope for light cove work - \$1,150.00

DEDUCT From Contingency - Added painting for light cove work - \$300.00

DEDUCT From Contingency - Added light fixtures for light cove work - \$10,000.00

DEDUCT from Contingency - Bulletin #1 Sitework Changes - \$2,942.00

DEDUCT from Contingency - Glazing Calculations from Kawneer - \$3,000.00

DEDUCT from Contingency - Additional carpentry work per RFI 11/12 - \$4,840.00

ADD to Contingency - HVAC work revisions per Bulletin #2 + \$4,048.05

DEDUCT from Contingency - 18" GRG Plasterform Column Cover Installation - \$4,826.00

ADD to Contingency - Glass revisions to 7' in the study rooms due to ceiling height changes + \$1,200.00

**REMAINING CONTINGENCY BALANCE = \$79,137.05**

### ATTACHMENTS:

[BALDWIN ARM PLASTER COL.pdf](#) , [BALDWIN LIBRARY BULLETIN #2 AWO.pdf](#) , [BALDWIN LIBRARY AWO.pdf](#) , [\\_Change-Order--CO-001\\_08-23-2023.pdf](#) , [\\_RE\\_BPL - Shop Drawings .msg](#) , [\\_Bulletin #1.pdf](#) , [\\_PCI Rental.pdf](#) , [\\_PCI Windscreen.pdf](#)

#	Budget Code	Description	Amount
1	01-00 02.O Contingency.Other	DEDUCT from Contingency	\$(141,966.00)
2	01-00 02.O Contingency.Other	Purchase of 20 Boxes of Interface Skinny Plank - Harmonize Color: Iron 104042	\$6,710.00
3	01-00 02.O Contingency.Other	Yodock Barriers and fence panels with Screen + Labor for Installation	\$34,309.00
4	01-00 02.O Contingency.Other	Added carpentry scope for light cove work	\$1,150.00
5	01-00 02.O Contingency.Other	Added painting for light cove work	\$300.00



#	Budget Code	Description	Amount
6	01-00 02.O Contingency.Other	Added light fixtures for light cove work	\$10,000.00
7	01-00 02.O Contingency.Other	Bulletin #1 - Sitework Changes	\$2,942.00
8	01-00 02.O Contingency.Other	Glazing Calculations from Kawneer	\$3,000.00
9	01-00 02.O Contingency.Other	Additional carpentry work per RFI 11/12	\$4,840.00
10	01-00 02.O Contingency.Other	HVAC work revisions per Bulletin #2	\$(4,048.05)
11	01-00 02.O Contingency.Other	New GRG 18" Plasterform Column Cover	\$4,826.00
12	01-00 02.O Contingency.Other	Glass revisions to 7' in the study rooms due to ceiling height changes	\$(1,200.00)
<b>Grand Total:</b>			<b>\$(79,137.05)</b>

**Steve Schneemann**

**City of Birmingham**  
151 Martin Street  
Birmingham, Michigan 48009

**PCI Industries, Inc.**  
21717 Republic St.  
Oak Park, Michigan 48237

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