

**PHASE 3 RENOVATION
UPDATE:
October 2023**

Phase 3 Updates: October 2023

Construction continues on track and this past month saw the pouring of the new interior ramp and the pouring of foundation footings. The elevator shaft has been completed and a hole has been cut for the new book return slot. We are on track to reopen the gallery at the end of October, at which time the four study rooms, the expanded staff office, new Idea Lab shelving, the new Donor Wall, and The Friends' Bookshop will be available.

The flooring inside the café and in the concrete plaza is expected to be poured in early November.

The first floor women's restroom was out of order from October 2 through October 16 for the installation of a reinforcing column for the new addition.

Project Communications

We have posted weekly progress photos on the library's social media channels. City Manager Jana Ecker shares the monthly renovation report update to the City Commission as part of her manager's report.

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.

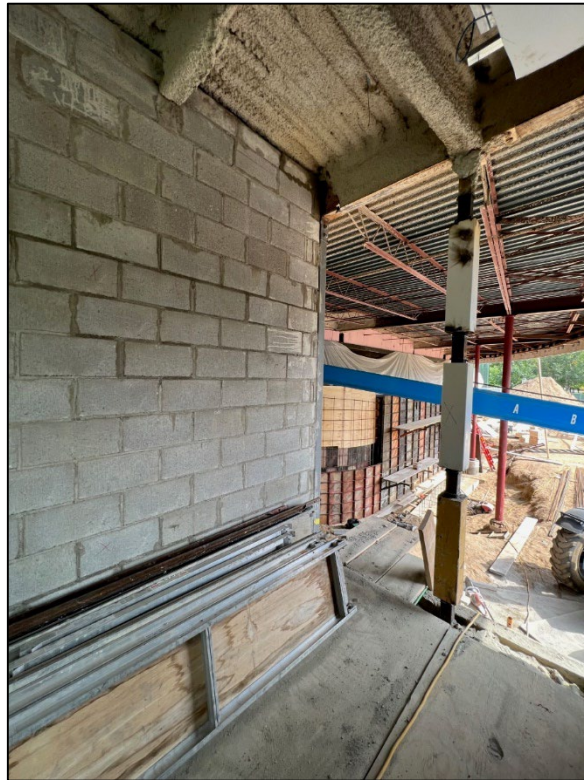
Contingency

The project has a total contingency of \$141,966. The contingency has been used for eight 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
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
Landscape revisions (credit)	+2,360.00
Restroom Column	-\$4,275.00
Electrical revisions	-\$6,066.00

The amount remaining in the contingency is \$74,156.

Progress Photos



September 20, 2023: View of elevator shaft and new addition from future book sorting room.



View of new elevator shaft from future Information Desk



Concrete forms for new ramp in progress.





View of two new study rooms on west side (above) and east side (below) of the center gallery.





View of future Friends' Bookshop



View of expanded Access Services staff office space



September 27, 2023: Ramp formation in progress. Ground preparation for addition footings.



Ramp progress shown from inside Youth staff workroom



Installation of new support column inside Youth staff workroom.





View of pile of excavated dirt as seen from inside Grams Discovery Room.



View of excavation in progress for new footings.



October 4, 2023: View of footings for exterior addition and concrete ramp walls.



View of future front entrance from base of future stairway.



View of new ramp walls in progress.





View of addition from southwest corner of entrance.



View of south wall of new interior ramp.



View of new elevator door opening.



View of hole for new exterior book return slot.



View of new study rooms on the east side of the center gallery.



View of new Friends' Bookshop.



October 11, 2023: Ironwork on new roof expansion and fill dirt being added to ramp.



Friends' Bookshop in progress.



West side study rooms in progress above. Idea Lab hold shelving in progress.



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	\$ 708,287	\$ 3,677,232	
Pay Application #1 - Bidding Assistance & Perf. Bond		\$ 54,959		
Pay Application #2		\$ 116,304		
Pay Application #3		\$ 193,672		
Pay Application #4		\$ 343,353		
Architectural Fees	\$ 264,000	\$ 252,000	\$ 264,000	
Fees paid through September 2023		\$ 252,000		
Engineering Fees	\$ 19,210		\$ 19,210	
FFE & AV/Low Voltage Wiring	\$ 115,000	\$ 81,070	\$ 115,000	
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	\$ 42,000			
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	\$ 8,423	\$ 14,850	\$ 4,950
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)
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TOTAL	\$	4,152,992	\$	1,310,204	\$	4,156,292	\$	(3,300)
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<i>*Construction Contingency</i>	<i>Total</i>	<i>Remaining</i>	<i>Used</i>
Carpet tiles for study room area		\$	(6,710)
Jersey Barrier Fencing		\$	(34,309)
Cove Lighting above Study Rooms		\$	(11,450)
Sitework changes		\$	(2,942)
Additional carpentry work for study rooms		\$	(4,840)
HVAC revisions (credit)		\$	4,048
18" GRG Plasterform Column Cover		\$	(4,826)
Glass revisions in study rooms (credit)		\$	1,200
Landscape revisions (credit)		\$	2,360
Restroom Column		\$	(4,275)
Electrical revisions		\$	(6,066)
	\$ 141,966	\$ 74,156	\$ (67,810)

Updated 10/12/2023

Current Contingency / Allowance Expenditure 9-28-23				
Allowance Description	Starting Balance	Usage	Amount Remaining	Reason for Usage
Contingency	\$ 141,966.00	\$ 71,408.25	\$ 70,557.75	Carpet tile, Jersey Barriers, Light Cove, Bulletin #1, Bull #3, Bull #1, Bull #2, Sign
Layout / Testing	\$ 29,200.00	\$ 5,019.00	\$ 24,181.00	Starting POs for testing and survey companies, Restaking for Building
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	\$ 9,971.91	\$ 28.09	Ceiling removal, column rerouting, ceiling height differential, additional found remov
Coordinating Shoring between trades	\$ 3,500.00		\$ 3,500.00	
Removal of bad soil & import sand for steps	\$ 4,100.00	\$ 3,938.00	\$ 162.00	Repair of sanitary line / drain tile through foundations
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	\$ 2,250.00	\$ 6,750.00	Savs Hoistbeam
Shop Drawing Revisions - Millwork	\$ 5,000.00		\$ 5,000.00	Pricing for re-working installed brackets being acquired
Rework existing glass for Book Sorting	\$ 4,500.00		\$ 4,500.00	
Misc. Patching / Ceiling Repairs / Access panels	\$ 12,000.00	\$ 2,306.00	\$ 9,694.00	Additional work for Staff Work room ceilings
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	\$ 995.00	\$ 1,005.00	Modifications of lines for Friends
Nanawall drain tile work - To Be Designed	\$ 5,000.00	\$ 439.00	\$ 4,561.00	6A stone for drainage - waterproofing cost to be added
Possible Sump Pump Requirement for LULA	\$ 15,000.00		\$ 15,000.00	
Shift work in Youth Area, Tracing Circuits	\$ 5,000.00	\$ 2,333.40	\$ 2,666.60	Additional can lighting for staff work room 110
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	\$ 29,325.00	\$ 8,929.00	Temp walls and protections through 8/1
Temporary Heat	\$ 15,000.00		\$ 15,000.00	
	\$ 418,615.00	\$ 171,884.56	\$ 246,730.44	

BPL Phase 3 OAC Meeting Agenda: Meeting #17

Meeting Date	Sep 20, 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 Jaclyn Miller Kristen Tait	ss@mcdarchitects.com
Paul Danko	PCI Industries, Inc.		pdanko@pcidailey.com
Adam Mabry	PCI Industries, Inc.		amabry@pcidailey.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"> Concrete Joint Sealants Samples Steve will approve next Thursday GRG Column Cover waiting on approval from Mary Cay. Will take 6 weeks to ship. Concrete Joint Layout will be supplied by end of week Submittals currently in Contractor's court <ul style="list-style-type: none"> Slab Concrete Mix Design - To be submitted for record Stainless Steel Handrails revising shop drawings Outstanding Submittals: <ul style="list-style-type: none"> Landscaping Hardscape will be completed this fall, plantings will be planted in spring 2024 						
Previous Meeting Minutes Sep 13, 2023 (None)						

RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	12	RFI #24: PP-1 Panel Space Issue				On Hold
Description Final pricing impact was acquired. Approximately \$6,600.00 additional cost. Approximately 4 week lead time on panel.						
Previous Meeting Minutes Sep 13, 2023 Pricing will be acquired next week. <div style="float: right; color: red; font-size: small;"> Tyler will send an updated quote to the group today. This is the additional cost for the electrical work after the "spare" breaker was found to be in use elsewhere in the building. </div>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	12	Steel Conference Call Regarding Reinforcements				On Hold
Description Tile is ordered but is approximately 13 weeks out. We will complete these repairs with painted drywall in the interim. Work will be started in approximately 2 weeks.						
Previous Meeting Minutes Sep 13, 2023 (None) <div style="float: right; color: red; font-size: small;"> Restroom construction will begin 10/2. The estimated cost for this work will be about \$5,000. </div>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	14	RFI 27: Exterior Plaster Addition For Existing Concrete Walls				Closed
Description Waiting on formal RFI response. <div style="float: right; color: red; font-size: small;"> PCID will supply exact pricing for this change that was requested by the library board. </div>						
<div style="border: 1px solid black; padding: 2px;"> Rebekah requested this wall be skimmed for the rampway with plaster similar to the ramp walls. </div>						
Previous Meeting Minutes Sep 13, 2023 Rebekah requested this wall be skimmed for the rampway with plaster similar to the ramp walls.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.4	16	RFI 31: Existing Limestone Panel Removal				Open
Description Conference call needed with IMEG to discuss shoring and removal of existing limestone. <div style="float: right; color: red; font-size: small;"> Mary Cay will schedule this call with IMEG. </div>						
Previous Meeting Minutes Sep 13, 2023 (None)						

Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	HVAC				Open
Description HVAC Items have been approved.						

- Boiler has been received.
- Louver, CU have been received.
- EUH shipping in November.

Previous Meeting Minutes**Sep 13, 2023**

AHU has been received. EF & Louver received.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Nanawall				Open
Description Nanawall is shipping early December.						
Previous Meeting Minutes Sep 13, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Light Fixtures				Open
Description Final light fixtures are arriving this week. <div style="color: red; margin-left: 200px;"> Nearly all project light fixtures have been received. However, we are waiting on the recessed can lighting reflectors in the gallery area. </div>						
Previous Meeting Minutes Sep 13, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
Previous Meeting Minutes Sep 13, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.5	1	Lula Elevator				Open
Previous Meeting Minutes Sep 13, 2023 <i>(None)</i>						

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 and will require drawing provided to MCD. MCD will include the speakers in bulletin #3 • Has security vendor been selected to complete layout for cameras and provided a drawing to MCD? PCID is trying to board the ceiling beginning September 26. Jamie Richards will contact MCR to confirm that wires are in place for the security cameras and will call for an inspection from the electrical inspector. The inspection needs to be done no later than September 25.						

Previous Meeting Minutes**Sep 13, 2023**

MCD to provide layout for low voltage - speakers, WAPs, etc. - week of 9/18
 Security Vendor to provide camera location sketch - week of 9/18

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. Updated Bulletin #2 stamped drawings received on 8/30.						
Status of Bulletin #3? This will be completed by 9/26. PCID requested that the low voltage sketch be sent over ASAP in order to accommodate the electrical inspection.						
Previous Meeting Minutes Sep 13, 2023 (None)						

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 9/28 at 9am for the light concrete interior/exterior mixes.						
Previous Meeting Minutes Sep 13, 2023 Concrete mock-up review scheduled for 9/28 at 9am.						

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.						
Exterior demolition is substantially complete.						
Hoistbeam is installed.						
Overhead MEP is underway.						
Elevator blockwork is being completed this week.						
Ramp walls are being formed.						
Interior steel reinforcements for Staff Work Room have completed.						
Previous Meeting Minutes Sep 13, 2023 (None)						

Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
Description Pay application for September to be submitted end of month.						
Previous Meeting Minutes Sep 13, 2023 <i>(None)</i>						

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. Items still in pricing phase or being released this week are as follows: <ul style="list-style-type: none"> • Additional rework for MEP trades and architectural trades for Structural Steel conflicts. • Additional HVAC, Sprinkler, Plumbing, & Electrical rework required for existing conditions and new work. • Millwork bracketing changes per Bulletin #2 • Electrical work for Bulletin #3 (RFI for PP-1). - Acquired • Bathroom demolition and replacement for steel work. • Credit from Landscaper for Bulletin #1. - Acquired 						
Previous Meeting Minutes Sep 13, 2023 <i>(None)</i>						



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

BPL Phase 3 OAC Meeting Agenda: Meeting #18

Meeting Date	Sep 27, 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
		Rebekah Craft Jaclyn Miller Kristen Tait	
Mary Cay Lancaster	MCD Architects		mc@mcdarchitects.com
Dianne Schurg	MCD Architects		ds@mcdarchitects.com
Adam Mabry	PCI Industries, Inc.		amabry@pcidailey.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">Concrete Joint Sealants Samples MCD will select this on ThursdayConcrete Joint Layout Steve will take care of this Submittals currently in Contractor's court <ul style="list-style-type: none">Slab Concrete Mix Design - To be submitted for recordStainless Steel Handrails PCID submitted this to vendor to rectify a minor issue Outstanding Submittals: <ul style="list-style-type: none">Landscaping						
Previous Meeting Minutes Sep 20, 2023 GRG was approved. Joint layout to be issued prior to next meeting. Sealant samples to be issued with light concrete approval.						

RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	12	RFI #24: PP-1 Panel Space Issue				On Hold
Description Once wiring is in, electricians will complete this work M-TH starting in AM, so the power shut down doesn't extend past 9:30am. When a day/time is finalized, PCI-Dailey will notify Rebekah.						
Previous Meeting Minutes Sep 20, 2023 This was approved and ordered.						

Electricians are preparing for this future changeover.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	12	Steel Conference Call Regarding Reinforcements				On Hold
Description Tile is ordered but is not shipping until December 7th. We will complete these repairs with painted drywall in the interim. Work will be started next week.						
Previous Meeting Minutes Sep 20, 2023 Work to be started 10/2.						

Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	HVAC				Open
Description HVAC Items have been approved. <ul style="list-style-type: none"> Boiler has been received. Louver, CU have been received. EUH shipping in November. 						
Previous Meeting Minutes Sep 20, 2023 (None)						

Waiting for arrival of unit heater

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Nanawall				Open
Description Nanawall is shipping early December.						
Previous Meeting Minutes Sep 20, 2023 (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Light Fixtures				Open
Description L6 fixtures are not arriving until post millwork installation. C1 fixtures did not ship when scheduled. Working to finalize dates. Light fixtures for millwork may happen after space is given back.						

The lighting under the shelving will need to be ordered and installed after the millwork is installed so that it fits the space perfectly. Depending on the timing of the lighting order and the reopening of the space, the Friends books may need to be moved off of the shelves to install the lighting.

Previous Meeting Minutes**Sep 20, 2023**

L6 fixtures are not arriving until post millwork installation. C1 fixtures did not ship when scheduled.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
Previous Meeting Minutes Sep 20, 2023 (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.5	1	Lula Elevator				Open
Previous Meeting Minutes Sep 20, 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 been provided drawing from MCD? Speakers are to be replaced and will require drawing provided by MCD. Security vendor been selected to complete layout for cameras and provided a drawing to MCD. Has MCD completed any modifications needed and worked with the security vendor? 						
Previous Meeting Minutes Sep 20, 2023 Security vendor provided sketch. Placement locations not provided by MCD.						
MCD will provide layouts for WAP and cabling in bulletin #3 Speaker box and speaker was delivered today and final location has been specified in ceiling Camera locations have been finalized and wiring is in place						

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. Updated Bulletin #2 stamped drawings received on 8/30. Status of Bulletin #3? Mary Cay reports this will be ready by 9/29						
Previous Meeting Minutes Sep 20, 2023 Bulletin #3 to be given by 9/25.						

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 9/28 at 9am for the light concrete interior/exterior mixes.						

Previous Meeting Minutes
Sep 20, 2023
 (None)

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 October but we will work to expedite. Exterior demolition is substantially complete. Overhead MEP and drywall work beginning this week. Elevator blockwork is complete. Ramp walls are being poured tomorrow. Remaining foundation walls for addition being poured Friday. Interior steel reinforcements for Restroom to begin next week.						
Inspections are complete boarding of the gallery, circ workroom, and youth workroom is in process The ramp inspection will take place today. Foundations are being prepared for pouring on Friday, 9/29 Dirt will be removed from site this afternoon. Merrill will be closed from 1-7p						
Previous Meeting Minutes Sep 20, 2023 (None)						

Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
Description Pay application for September to be submitted end of month.						
Previous Meeting Minutes Sep 20, 2023 August Pay application was approved.						

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. Items still in pricing phase or being released this week are as follows: <ul style="list-style-type: none"> • Additional rework for MEP trades and architectural trades for Structural Steel conflicts. • Additional HVAC, Sprinkler, Plumbing, & Electrical rework required for existing conditions and new work. • Millwork bracketing changes per Bulletin #2 						
Previous Meeting Minutes Sep 20, 2023 (None)						
Rebekah inquired about the ceiling return in the Circ workroom. Tyler will submit an RFI for this.						

BPL Phase 3 OAC Meeting Agenda: Meeting #19

Meeting Date	Oct 4, 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 Jaclyn Miller Kristen Tait Bruce Johnson Jeff Zielke	ss@mcdarchitects.com
Paul Danko	PCI Industries, Inc.		pdanko@pcidailey.com
Adam Mabry	PCI Industries, Inc.		amabry@pcidailey.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"> Concrete Joint Sealants Samples will be selected at next concrete visit Concrete Joint Layout these joints will be sawcut. Steve will provide layout Slab Concrete Mix Design - To be submitted for record Stainless Steel Handrails one detail was drawn incorrectly, so this is for a second review Irrigation System underground sleeves need to be laid out Modan Planter Block EJ Tree Grate Submittals currently in Contractor's court Outstanding Submittals: <ul style="list-style-type: none"> Landscaping Plant material will be planted in the spring 						
Previous Meeting Minutes Sep 27, 2023 Steve to respond on Joint Layout and Sealant Samples.						

RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	12	RFI #24: PP-1 Panel Space Issue				On Hold
Description Once wiring is in, electricians will complete this work M-TH starting in AM, so the power shut down doesn't extend past 9:30am. When a day/time is finalized, PCI-Dailey will notify Rebekah.						
Previous Meeting Minutes Sep 27, 2023 <i>(None)</i>						
All electrical supplies should be here, including the breaker. Adam will double check. The work can be scheduled for any day next week but Monday or Thursday would be the preferred dates.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	12	Steel Conference Call Regarding Reinforcements				On Hold
Description Tile is ordered but is not shipping until December 7th. We will complete these repairs with painted drywall in the interim. Steel work is underway in the bathroom area.						
Previous Meeting Minutes Sep 27, 2023 <i>(None)</i>						
Steel work is nearly complete. Inspection is scheduled for tomorrow. The wall will be repaired and painted next week. The diaper station will be hung on the walls temporarily.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	19	RFI 32: Polished Concrete for Ramp				Open
Description The ramp is currently set to be polished concrete. Will grip strips or some type of tactile surface be required for this ramp?						
MCD will review the slip coefficient for polished concrete. JJ Barney will supply the sealer specifications. The sealer should add grip to the ramp. The ramp and floors must meet building code.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.4	19	RFI 33: HVAC Work In Staff 110				Open
Description It was requested by the library to address the heating issue apparent in staff work room 110. Please advise as there are no returns or ducting in this space with the exception of what is speculated as a heating duct.						
Mechanical engineer is reviewing this.						

Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	HVAC				Open
Description HVAC Items have been approved. <ul style="list-style-type: none"> Boiler has been received. Louver, CU have been received. EUH shipping in November. 						
Previous Meeting Minutes Sep 27, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Nanawall				Open
Description Nanawall is shipping early December.						
Previous Meeting Minutes Sep 27, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Light Fixtures				Open
Description L6 fixtures are not arriving until post millwork installation. C1 fixtures shipping today per distributor. Working to finalize dates. Light fixtures for millwork may happen after space is given back.						
Previous Meeting Minutes Sep 27, 2023 C1 Fixtures (Cove for Gallery) shipping this week.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
Previous Meeting Minutes Sep 27, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.5	1	Lula Elevator				Open
Previous Meeting Minutes Sep 27, 2023 <i>(None)</i>						
The elevator shaft has been reviewed and adjusted. The elevator will be delivered in December or January.						

Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Low Voltage / AV / Security				Open
Previous Meeting Minutes Sep 27, 2023 MCD and Security provided drawings with locations shown. We will proceed accordingly.						

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. Updated Bulletin #2 stamped drawings received on 8/30. Bulletin #3 was received 9/29 and distributed to city on 10/2.						

Previous Meeting Minutes**Sep 27, 2023**

Bulletin #3 was received on Friday 9/29 and delivered to city on 10/2 for review.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	7	Concrete Mock-Ups				Open
Description Light Polished Concrete Mock-up will be viewed at JJ Barney's offices in approximately 2-3 week's time.						
Previous Meeting Minutes Sep 27, 2023 Polished sample was not of sufficient quality so additional mock-up will be created. Color mixes were approved and all exterior concrete was approved. Use of sealer to be confirmed at a later date by MCD team.						

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 October but we will work to expedite. Exterior demolition is substantially complete. Finish MEP and drywall finishing beginning this week for gallery/study rooms. Ramp walls are poured as well as remaining foundation walls. Backfill is beginning. Foundation cut outs for HVAC to begin today. Interior steel reinforcements for Restroom is underway followed by basement reinforcements.						
Previous Meeting Minutes Sep 27, 2023 <i>(None)</i>						

Drywall finishing will be complete by Saturday

Millwork will be installed late next week once painting is complete

Steel and underground mechanical work will begin outside at the end of this week

Most of the formwork has been removed from the newly poured ramp

Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
Description Pay application for September to be sent to Steve by end of week.						
Previous Meeting Minutes Sep 27, 2023 Back-up documentation being acquired for September pay application.						

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. Items still in pricing phase or being released this week are as follows:						

- Additional rework for MEP trades and architectural trades for Structural Steel conflicts.
- Additional HVAC, Sprinkler, Plumbing, & Electrical rework required for existing conditions and new work.
- Millwork bracketing changes per Bulletin #2
- Additional plaster skimcoat of building side of ramp wall.

No quotes for these charges available at this time.

Previous Meeting Minutes**Sep 27, 2023***(None)*

BPL Phase 3 OAC Meeting Agenda: Meeting #20

Meeting Date	Oct 11, 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 Jaclyn Miller Bruce Johnson Jeff Zielke	ss@mcdarchitects.com
Paul Danko	PCI Industries, Inc.		pdanko@pcidailey.com
Adam Mabry	PCI Industries, Inc.		amabry@pcidailey.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"> Concrete Joint Sealants Samples Next review will be held October 26 at 9am. Concrete Joint Layout Slab Concrete Mix Design - To be submitted for record Irrigation System Modan Planter Block EJ Tree Grate Will be installed this fall Submittals currently in Contractor's court: <ul style="list-style-type: none"> Stainless Steel Handrails - For Record Outstanding Submittals: <ul style="list-style-type: none"> Landscaping Waiting on updates from Great Oaks 						
Previous Meeting Minutes Oct 4, 2023 (None)						

RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	12	RFI #24: PP-1 Panel Space Issue				On Hold
Description Once wiring is in, electricians will complete this work M-TH starting in AM, so the power shut down doesn't extend past 9:30am. When a day/time is finalized, PCI-Dailey will notify Rebekah. This outage will occur next week.						
Previous Meeting Minutes Oct 4, 2023 (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	12	Steel Conference Call Regarding Reinforcements				On Hold
Description Tile is ordered but is not shipping until December 7th. We will complete these repairs with painted drywall and reused tile in the interim. Steel work is complete in the bathroom area. Restroom will be reopened next week.						
Previous Meeting Minutes Oct 4, 2023 (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	19	RFI 32: Polished Concrete for Ramp				Open
Description The ramp is currently set to be polished concrete. Architect will review the surface slip rating for the polished concrete with JJ Barney concrete contractor. Safety is the first priority. Will grip strips or some type of tactile surface be required for this ramp? Coefficient of Friction testing data was submitted to Steve w/ MCD for discussion with Bruce and the city.						
Previous Meeting Minutes Oct 4, 2023 PCI-Dailey to send testing reports for the COF on the polished concrete application.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.4	19	RFI 33: HVAC Work In Staff 110				Open
Description It was requested by the library to address the heating issue apparent in staff work room 110. Please advise as there are no returns or ducting in this space with the exception of what is speculated as a heating duct.						
Previous Meeting Minutes Oct 4, 2023 (None) No feedback from the mechanical engineer has been provided on RFI33 yet						

Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	HVAC				Open
Description HVAC Items have been approved.						

- Boiler has been received.
- Louver, CU have been received.
- EUH shipping in November.

Previous Meeting Minutes**Oct 4, 2023***(None)*

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Nanawall				Open
Description Nanawall is shipping early December.						
Previous Meeting Minutes Oct 4, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	1	Light Fixtures				Open
Description L6 fixtures are likely not arriving until post millwork installation. Waiting on final ship date. C1 fixtures currently on plane today per tracking information, should have by Friday/Monday in hand. Light fixtures for millwork may happen after space is given back.						
Previous Meeting Minutes Oct 4, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
Previous Meeting Minutes Oct 4, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.5	1	Lula Elevator				Open
Description Potentially not arriving until after 1st of year. Currently in production. Trying to move up this delivery to ensure an on-time state inspection.						
Previous Meeting Minutes Oct 4, 2023 <i>(None)</i>						

Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Low Voltage / AV / Security				Open
Previous Meeting Minutes Oct 4, 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. Updated Bulletin 1 stamped drawings received on 8/2. Updated Bulletin #2 stamped drawings received on 8/30. Bulletin #3 was received 9/29 and distributed to city on 10/2. In review by Building Department						
Previous Meeting Minutes Oct 4, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	7	Concrete Mock-Ups				Open
Description Light Polished Concrete Mock-up will be viewed at JJ Barney's offices in approximately 2-3 week's time.						
Previous Meeting Minutes Oct 4, 2023 <i>(None)</i>						

Schedule & Site Progress

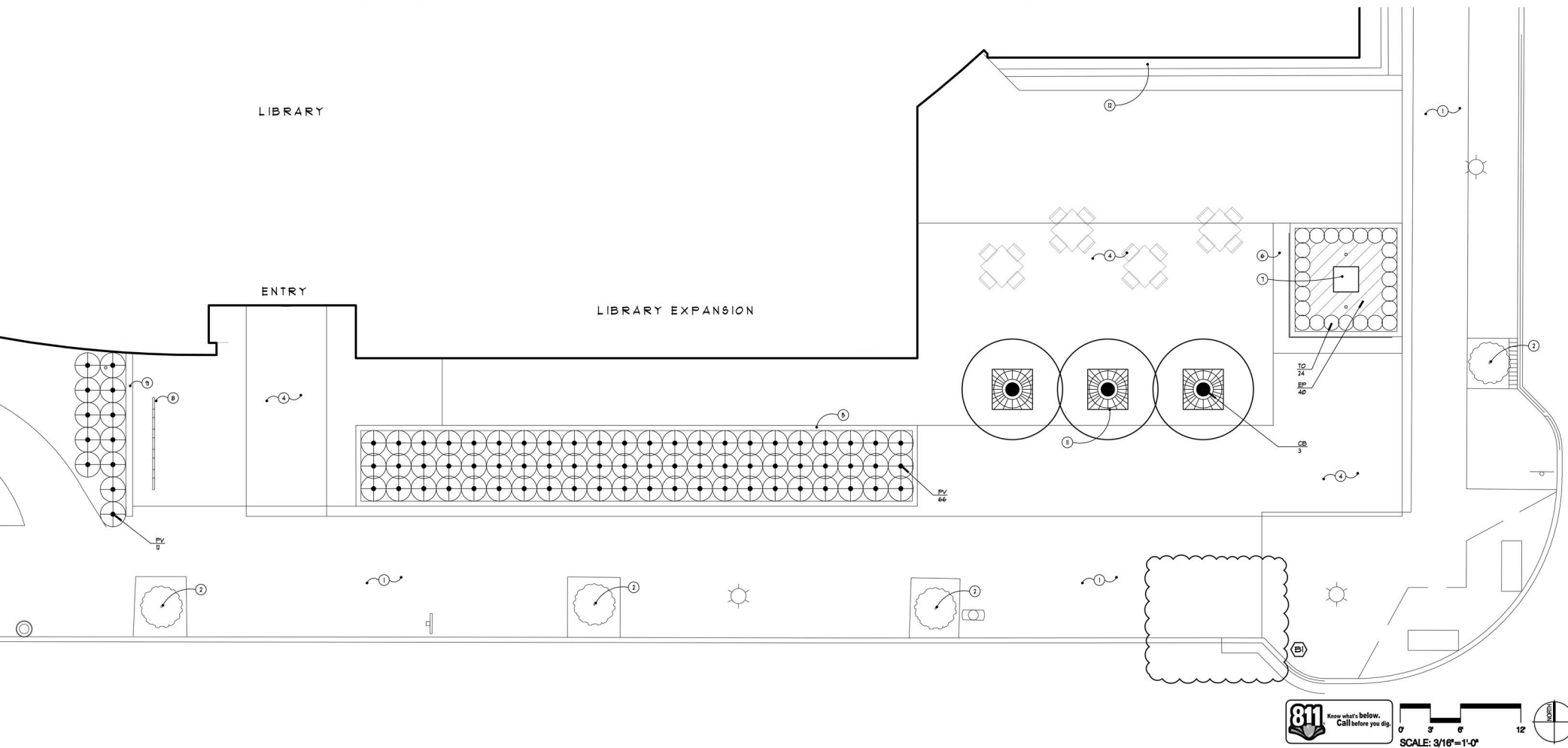
No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
Description Current schedule has been delayed due to millwork and light fixture delivery for friends/gallery/circulation will be late October. Exterior demolition is substantially complete. Drywall finishing and painting are underway. Light installation is in progress Masons are cutting new edge for roofline of addition Backfilling ramp in preparation for concrete pouring Prepping for concrete stairs formation later this week Floor ductwork in addition will be completed last Structural steel will be completed by next Tuesday Basement structural steel is complete						
Previous Meeting Minutes Oct 4, 2023 <i>(None)</i>						

Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
Previous Meeting Minutes Oct 4, 2023 Pay application was sent on 10/10 for MCD Review.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
<div><div>Description</div><div>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">• Additional rework for MEP trades and architectural trades for Structural Steel conflicts.• Additional HVAC, Sprinkler, Plumbing, & Electrical rework required for existing conditions and new work.• Millwork bracketing changes per Bulletin #2• Additional plaster skimcoat of building side of ramp wall.</div></div>						
<div><div>Previous Meeting Minutes</div><div>Oct 4, 2023</div><div>(None)</div></div>						

A landscape credit of \$2,360 was issued
Glass review charge of \$3,000 was removed



Plant List

Canopy Trees

<u>CODE</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>SIZE</u>	<u>COMMENTS</u>
CB	3	Carpinus betulus 'Frans Fontaine'	3" cal.	B&B, matched specimen
		Frans Fontaine Hornbeam		single straight trunk
OT	1	Cladusia triacanthos inermis 'Skyline'	3" cal.	D&B
		Skyline Honeylocust		

Shrubs, Groundcover, Vines and Perennials

<u>CODE</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>SIZE</u>	<u>COMMENTS</u>
EP	40	Echinacea 'Pixie Meadowbrite'	#1	plant 12" o.c.
		Pixie Meadowbrite Purple Coneflower		
PV	78	Panicum virgatum 'Shenandoah'	#2	plant 30" o.c.
		Shenandoah Switchgrass		
TO	24	Thuja occidentalis 'Hetz Midget'	#3	plant 18" o.c.
		Hetz Mini Arborvitae		