

**PHASE 3 RENOVATION
UPDATE:
November 2023**

Phase 3 Updates: November 2023

After four months of construction, we reopened the center gallery of the library on Wednesday, November 1. The four new study rooms and The Friends' Bookshop have been extremely popular with visitors so far.



Exterior construction remains on track and this past month saw installation of the underground HVAC system and the pouring of the interior flooring and new entry staircase. The exterior concrete work is on track to be completed by the first week of December.

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. The Birmingham Bloomfield Eagle featured the project's progress in their November 8 issue.

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



October 18: Water detention system underground installation



October 25: Friends's Bookshop shelving in progress.



Staff workroom in progress



Structural steel installation in progress



Staircase framing in progress



New underground HVAC piping in progress.



Gallery in progress – looking south



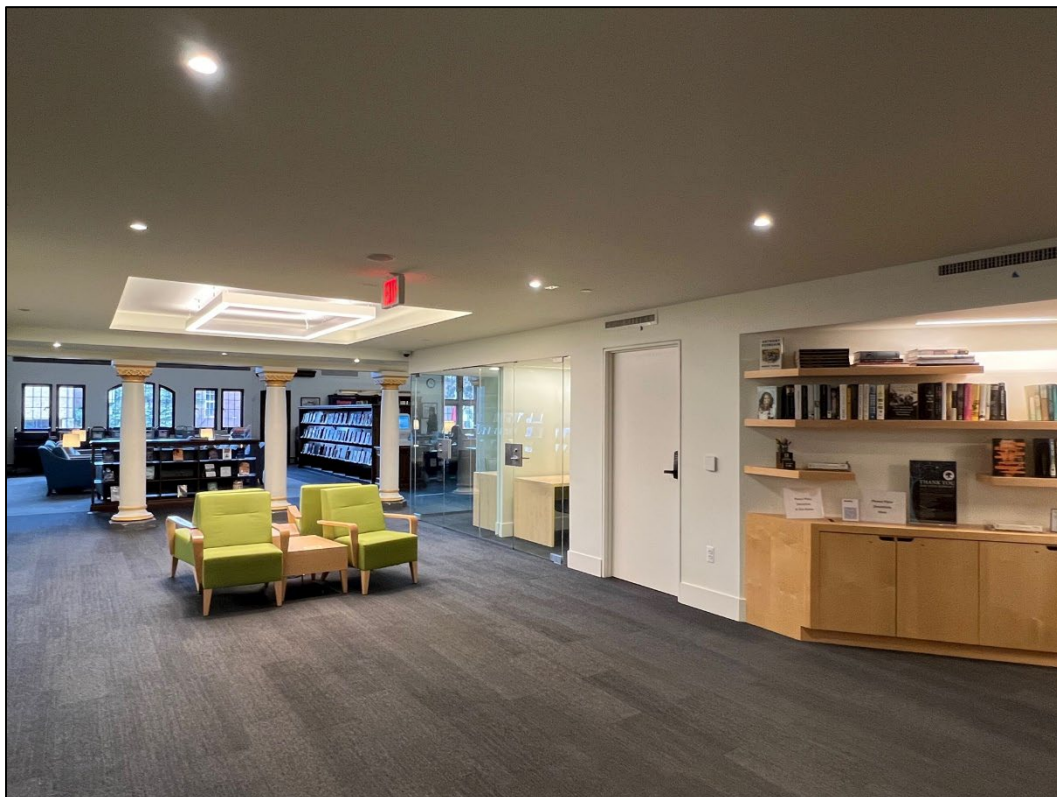
October 31: Exterior progress



New study rooms



November 1: New gallery featuring The Friends' Bookshop



Gallery looking through to Grand Hall



Gallery looking south to study rooms



Front steps in progress



November 8: Flooring preparation work



November 15: Poured addition floor, ramp, and stairs



Poured entry stairs, top curve of new ramp, and future main floor landing.



Progress on vestibule canopy as seen from future book sorter room.

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	\$ 1,743,074	\$ 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		
Pay Application #5		\$ 553,186		
Pay Application #6		\$ 481,601		
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	\$ 94,524	\$ 115,000	
MCR - Demolition & installation of low voltage wiring	\$ 7,616			
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	\$ 7,106			
Artwork in café	\$ 12,000			
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)
TOTAL	\$	4,152,992	\$	2,358,445	\$	4,156,292	\$	(3,300)

<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 11/08/2023

BPL Phase 3 OAC Meeting Agenda: Meeting #21

Meeting Date	Oct 18, 2023	Meeting Time	11:00 AM - 12:00 PM Eastern Time (US & Canada)
Meeting Location	On-Site		
Overview	Meeting for the Baldwin Public Library Phase 3 Project		
Attachments			

Scheduled Attendees

Name	Company	Phone Number	Email
Steve Schneemann			ss@mcdarchitects.com
Mary Cay Lancaster	MCD Architects	<div style="border: 1px solid red; padding: 5px;"> Jaclyn Miller Kristen Tait Jeff Zielke Bruce Johnson </div>	mc@mcdarchitects.com
Dianne Schurg	MCD Architects		ds@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 Concrete Joint Layout Slab Concrete Mix Design - To be submitted for record Irrigation System Modan Planter Block 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 						
Previous Meeting Minutes Oct 11, 2023 EJ Tree grate was approved post meeting.						

MCD will provide the layout ASAP. Sealant will be after final concrete color is chosen.

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 Oct 11, 2023 (None)						

Date still TBD, will get with RC to schedule

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. Area to be completed Friday 10/20, cleaned, and turned back over to the library pending tile delivery.						
Previous Meeting Minutes Oct 11, 2023 Area to be completed Friday 10/20, cleaned, and turned back over to the library pending tile delivery.						

Hoping to have restroom back EOW.

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? Coefficient of Friction testing data was submitted to Steve w/ MCD for discussion with Bruce and the c Availability on Friday 10/20 for call to discuss potential options and alternate applications?						
Previous Meeting Minutes Oct 11, 2023 COF data was sent to Bruce/Jeff for review. Conference call to be scheduled week of 10/16 to discuss options with polisher.						

TW will share info about polish and CoF - scheduling a group call

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 11, 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**Oct 11, 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 11, 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. Light fixtures for millwork may happen after space is given back.						
Previous Meeting Minutes Oct 11, 2023 C1 fixtures have arrived and are currently being installed.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
Previous Meeting Minutes Oct 11, 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.						
Previous Meeting Minutes Oct 11, 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 11, 2023 MCR to address inspection issues in Staff Workroom 110.						

resolved

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. Updated Bulletin 3 was received on 10/13.						
Previous Meeting Minutes Oct 11, 2023 Bulletin 3 was received back approved from the city on 10/13.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	7	Concrete Mock-Ups				Open
Description Mock up final review meeting on 10/26 at 9am.						
Previous Meeting Minutes Oct 11, 2023 Mock up final review meeting on 10/26 at 9am.						

Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
Description Gallery to be completed and turned over end of next week. Stair concrete formwork beginning today. Exterior steel reinforcements and installations are underway. Restroom wall repairs are underway and will be turned over end of this week. Underground detention system install has begun. Underground mechanical installation to begin next week and interior SOG to begin week of 10/30.						
Previous Meeting Minutes Oct 11, 2023 (None)						

Much progress -
glass walls,
lighting, counter,
cabinets, finishing
FOL shelves,
flooring next week.

Detention system
installation has
started.

Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
Description October pay application to be sent near end of month.						
Previous Meeting Minutes Oct 11, 2023 MCD to review/approve September pay application.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
<div>Description</div> <div>To be discussed at 1st and 3rd meetings of each month.</div> <div>Items still in pricing phase or being released this week are as follows:</div> <div><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>Previous Meeting Minutes</div> <div>Oct 11, 2023</div> <div>(None)</div>						

BPL Phase 3 OAC Meeting Agenda: Meeting #22

Meeting Date	Oct 25, 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		Bruce Johnson	ss@mcdarchitects.com
		Jeff Zielke	mc@mcdarchitects.com
		Jaclyn Miller	ds@mcdarchitects.com
		Rebekah Craft	
		Kristen Tait	
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 Reviewing these Thursday Concrete Joint Layout -NEED TODAY Slab Concrete Mix Design - To be submitted for record Submittals currently in Contractor's court: <ul style="list-style-type: none"> Stainless Steel Handrails - For Record Irrigation resubmittal - 2 items Outstanding Submittals: <ul style="list-style-type: none"> Landscaping Great Oaks Landscaping will acquire plants next spring 						
Previous Meeting Minutes Oct 18, 2023 Planter block and irrigation were returned post meeting.						

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 Oct 18, 2023 (None)						
This will take place next Wednesday or Thursday.						

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. Area to be completed Friday 10/20, cleaned, and turned back over to the library pending tile delivery.						
Previous Meeting Minutes Oct 18, 2023 (None)						
A two day restroom closure will be required for the tile installation.						

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. Coefficient of Friction testing data was submitted to Steve w/ MCD for discussion with Bruce and the city. Mock-up will be poured with sharkgrip additive for additional viewing on dark concrete.						
Previous Meeting Minutes Oct 18, 2023 Mock-up will be poured for review with sharkgrip additive.						

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. Response issued, pricing being acquired.						
Previous Meeting Minutes Oct 18, 2023 Response issued. Pricing being acquired.						
Mechanical engineer has located a return vent installation point. We will test the room as is for the next month. If the temperature is too hot, we will add in a return this winter. This will be a two day disruption.						

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 Oct 18, 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 Oct 18, 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. Waiting on final ship date. Light fixtures for millwork will happen after space is given back.						
Previous Meeting Minutes Oct 18, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
Description Field measurements are being taken this week.						
Previous Meeting Minutes Oct 18, 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.						
Previous Meeting Minutes Oct 18, 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 18, 2023 (None)	Speakers will be installed on Thursday MCR is scheduling the permit inspection Camera installation date is in progress			

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. Updated Bulletin 3 was received on 10/13.				
		Previous Meeting Minutes Oct 18, 2023 (None)				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	7	Concrete Mock-Ups				Open
		Description Mock up final review meeting on 10/26 at 9am. Separate mock up for sharkgrip to be scheduled in approximately 1.5-2 weeks.				
		Previous Meeting Minutes Oct 18, 2023 Separate mock up for sharkgrip to be scheduled in approximately 1.5-2 weeks.				

Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
		Description Gallery to be completed and turned over end of this week/Monday. Stair concrete to be poured tomorrow. Exterior steel reinforcements and installations are underway. Gallery final work and clean to begin today running through Friday. Underground detention system install has completed. Underground mechanical installation is underway and interior SOG to begin week of 10/30. Roofing work to begin next week.	Concrete replacement in street will happen tomorrow Stairs will be poured Thursday and Friday Next week the slab on grade (interior) and ramp will be poured Exterior foundation will be poured week of November 6 Rebekah will have locksmith rekey 4 study room doors this week.			
		Previous Meeting Minutes Oct 18, 2023 (None)				

Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
Description October pay application to be sent near end of month.			No changes to contingency as of today.			
Previous Meeting Minutes Oct 18, 2023 (None)			The quote for skim coating the new ramp will be submitted next week (approx cost is \$2,000-\$3,000)			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
Description 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. 			
Previous Meeting Minutes Oct 18, 2023 (None)						

BPL Phase 3 OAC Meeting Agenda: Meeting #23

Meeting Date	Nov 1, 2023	Meeting Time	11:00 AM - 12:00 PM Eastern Time (US & Canada)
Meeting Location	On-Site		
Overview	Meeting for the Baldwin Public Library Phase 3 Project		
Attachments			

Scheduled Attendees

Name	Company	Phone Number	Email
Steve Schneemann			ss@mcdarchitects.com
		Jeff Zielke Kristen Tait Rebekah Craft	
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 MCD selected Dark Bronze Concrete Joint Layout MCD is making modifications to the joint layout after conversations with JJ Barney Submittals currently in Contractor's court: <ul style="list-style-type: none"> Stainless Steel Handrails - For Record Irrigation resubmittal - 2 items Outstanding Submittals: <ul style="list-style-type: none"> Landscaping 						
Previous Meeting Minutes Oct 25, 2023 Joint Layout - making final revisions (MCD). Joint Sealant - Dark Bronze Selected by MCD (Final Documentation to be sent through Procore). Slab Mix Design - PCI-Dailey to close for record.						

RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	12	RFI #24: PP-1 Panel Space Issue				On Hold
Description Electricians will complete this work M-TH starting in AM, so the power shut down doesn't extend past 9:30am. We would like to complete tomorrow if possible.						
Previous Meeting Minutes Oct 25, 2023 Switch to arrive week of 10/30. Rebekah to inform best day to complete this work.						
Power outage is scheduled for November 2						

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. Area to be completed Friday 10/20, cleaned, and turned back over to the library pending tile delivery.						
Previous Meeting Minutes Oct 25, 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. Coefficient of Friction testing data was submitted to Steve w/ MCD for discussion with Bruce and the city. Mock-up will be poured with sharkgrip additive for additional viewing on dark concrete. Viewing to commence week of 11/6.						
Previous Meeting Minutes Oct 25, 2023 Meeting to review will be scheduled for week of 11/6.						
Ramp will be sealed on Friday or Monday. Will review the sharkgrip product to see if it provides a sufficient slip coefficient for users						

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. Response issued, pricing being acquired.						
Previous Meeting Minutes Oct 25, 2023 (None)						
Awaiting pricing. Air balancing will be done at a later date.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.5	23	RFI 34: Window Shade Power				Open
Description Alternate examples given on window shade power locations. Please advise if allowable via structural engineer.						
MCD is consulting with a structural engineer on the location of these power outlets as they require 1" conduit.						

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 Oct 25, 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 Oct 25, 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. Waiting on final ship date. Light fixtures for millwork will happen after space is given back.						
Previous Meeting Minutes Oct 25, 2023 <i>(None)</i>						
Undermount light fixtures for the Idea Lab and Friends shelves will be installed in 3-4 weeks.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
Description Field measurements were taken.						
Previous Meeting Minutes Oct 25, 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.						

Previous Meeting Minutes
Oct 25, 2023
 (None)

Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Low Voltage / AV / Security				Open
		Previous Meeting Minutes Oct 25, 2023 (None)				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	1	Permit Status / City Reviews				Open
		Description Initial permit was issued Monday 7/3. Updated Bulletin 1 stamped drawings received on 8/2. Updated Bulletin #2 stamped drawings received on 8/30. Updated Bulletin 3 was received on 10/13.				
		Previous Meeting Minutes Oct 25, 2023 (None)				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	7	Concrete Mock-Ups				Open
		Description Mock up final review meeting on 10/26 at 9am. Separate mock up for sharkgrip to be scheduled week of 11/6.				
		Previous Meeting Minutes Oct 25, 2023 Meeting to review sharkgrip will be scheduled for week of 11/6. Polish was approved for light concrete.				
			Steve is available for a meeting on November 7 at 1pm or 3pm. Tyler will schedule and confirm time			

Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
		Description Exterior steel reinforcements and installations are underway. Gallery final work is currently being completed and space will be ready for public access today. Underground detention system install has completed. Underground mechanical installation is complete and interior SOG to begin this week. Roofing work to begin next week.				
		Previous Meeting Minutes Oct 25, 2023 (None)				
			Working with HVAC company to address grade issues along front sidewalk of library. Due to the location of the sanitary line, the available space above the line for the HVAC system is reduced by 3". HVAC company will advise whether or not the concrete slab can be decreased from 8" deep to 6" deep above the sanitary line if alternative grading material is used. Top half of steps will be poured on Friday. Slab will be poured next week.			

Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
Previous Meeting Minutes Oct 25, 2023 October Pay Application submitted to MCD on 10/31.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
Description 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. • HVAC Return Duct pricing. 						
Previous Meeting Minutes Oct 25, 2023 (None)						

Punch list for the gallery was completed after today's meeting.

Touch up paint around grills

- Add veneer to the inside slot on the FOL cabinet
- Access panel of Idea Lab shelving needs a cover
- Southwest study room: Outlet needs to be replaced and have cover painted, light fixture needs to be cleaned
- Carpet gap under electrical panel next to Grand Hall
- Northwest study room - crack in ceiling on outside edge and in ceiling on inside corner
- Workroom: Seal duct above electrical panel, paint duct in workroom, install new ceiling tiles
- Southwest study room: baseboard and molding to be added, adjust lockset alignment on strike block
- Swap door hardware - stainless for ORB
- Relocate exit sign over staff workroom door
- Fire extinguisher - hang from hook
- Northeast study room - repair gasket, ceiling paint touchup

BPL Phase 3 OAC Meeting Agenda: Meeting #24

Meeting Date	Nov 8, 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 Jeff Zielke Bruce Johnson	
Mary Cay Lancaster	MCD Architects		mc@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"> Irrigation resubmittal - 2 items 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 						
Previous Meeting Minutes Nov 1, 2023 (None)						

RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	12	RFI #24: PP-1 Panel Space Issue				Closed
Description Power shutdown and corresponding work relating to power interruptions was completed this morning.						
Previous Meeting Minutes Nov 1, 2023 Power shut down to take place week of 11/6.						

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. Area to be completed Friday 10/20, cleaned, and turned back over to the library pending tile delivery.						
Previous Meeting Minutes Nov 1, 2023 (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	19	RFI 32: Polished Concrete for Ramp				Open
Description 11/7 Meeting approved sharkgrip at 50% dosage with H&C Sealer on the ramp. Formal response to follow to this RFI.						
Previous Meeting Minutes Nov 1, 2023 11/7 Meeting approved sharkgrip at 50% dosage with H&C Sealer on the ramp. New slip coefficient for ramp is above 0.8						

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. Response issued, pricing being acquired.						
Previous Meeting Minutes Nov 1, 2023 (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.5	23	RFI 34: Window Shade Power				Open
Description Alternate examples given on window shade power locations. Please advise if allowable via structural engineer.						
Previous Meeting Minutes Nov 1, 2023 (None) MCD is waiting to hear back from structural engineer on the new outlet location						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.6	24	RFI 35: Curtainwall steel at high canopy	MCD is exploring a solution for this issue.			Open
Description The angled beam that was installed in lieu of the horizontal beam at the entry, caused a glass support issue. New steel will need to be added at this location.						

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 has been received. 						
Previous Meeting Minutes Nov 1, 2023 EUH has been received.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Nanawall				Open
Description Nanawall is shipping early December. Still working on final sequencing for installation						
Previous Meeting Minutes Nov 1, 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. Waiting on final ship date. Light fixtures for millwork will happen after space is given back.						
Previous Meeting Minutes Nov 1, 2023 (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
Description Field measurements were taken.						
Previous Meeting Minutes Nov 1, 2023 RFI was created about a discrepancy with the terracore soffit area glazing.						

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.						
Previous Meeting Minutes Nov 1, 2023 <i>(None)</i>						

Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	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. Updated Bulletin 3 was received on 10/13.						
Previous Meeting Minutes Nov 1, 2023 <i>(None)</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.2	7	Concrete Mock-Ups				Open
Description 11/7 Meeting approved sharkgrip at 50% dosage with H&C Sealer on the ramp. All selections have been made and pours beginning tomorrow for slab.						
Previous Meeting Minutes Nov 1, 2023 11/7 Meeting approved sharkgrip at 50% dosage with H&C Sealer on the ramp.						

Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
Description Exterior steel reinforcements and installations substantially complete this week. Slab pours are beginning tomorrow and through Friday. CFMF and nailers for roof to begin next week. Exterior foundations and decorative concrete walls to begin next week. Roofing work to begin next week. MEP underground for exterior to begin next week. Starter course of Modan planter block to begin next week.						
Previous Meeting Minutes Nov 1, 2023 <i>(None)</i>						

Planter wall and retaining wall will be poured next week.
Foundation wall cutback will be done next week along with limestone repair of original Birkerts bands.
The exterior slab on grade will be poured by December 1.

Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
Previous Meeting Minutes Nov 1, 2023 October pay application approved 11/8.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
Description 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. • HVAC Return Duct pricing. 						
Previous Meeting Minutes Nov 1, 2023 <i>(None)</i>			No changes to contingency yet. Tyler is working to get new cost for skimcoating the ramp, which will be taken from the contingency. This is expected to cost around \$2,500.			

Spandrel glass sample will be arriving in about 1-2 weeks. MCD wanted to approve the final cover of white spandrel glass, which will be visible in a small part of the cafe.

PCI Dailey will need to replace 3-4 sidewalk squares. They asked if we would like to pay for replacement of a full span of sidewalk squares so that it all matches. Johnson asked for a diagram of damaged sidewalk squares and he will consult with engineering on whether or not they want to replace just the damaged squares or make more extensive concrete replacement.

BPL Phase 3 OAC Meeting Agenda: Meeting #25

Meeting Date	Nov 15, 2023	Meeting Time	11:00 AM - 12:00 PM Eastern Time (US & Canada)
Meeting Location	On-Site		
Overview	Meeting for the Baldwin Public Library Phase 3 Project		
Attachments			

Scheduled Attendees

Name	Company	Phone Number	Email
Steve Schneemann			ss@mcdarchitects.com
		Kristen Tait	
		Jaclyn Miller	mc@mcdarchitects.com
		Rebekah Craft	
		Bruce Johnson	ds@mcdarchitects.com
		Jeff Zielke	
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: 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 	While excavating dirt outside the new front entrance, a portion of sewer line was severed. The line has been repaired. Due to the location of the line, PCID recommends installing a sanity sewer clean out valve. This is expected to cost \$5,000 or less. The final cost will be determined and the cleanout will be installed before pouring the exterior slab.			
		Previous Meeting Minutes Nov 8, 2023 (None)				

RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	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. Area to be completed Friday 10/20, cleaned, and turned back over to the library pending tile delivery.						
Previous Meeting Minutes Nov 8, 2023 (None) Bathroom tile will be replaced in the restroom the week of December 18.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	19	RFI 33: HVAC Work In Staff 110				On Hold
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.						
Response issued, pricing being acquired. Still waiting on a quote						
Previous Meeting Minutes Nov 8, 2023 (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	24	RFI 35: Curtainwall steel at high canopy				Open
Description The angled beam that was installed in lieu of the horizontal beam at the entry, caused a glass support issue. New steel will need to be added at this location.						
Previous Meeting Minutes Nov 8, 2023 (None) Still waiting on the structural engineer. This issue is holding up the measurement of one final section of glass as the beam needs to be installed before measurement. All other glass will be ordered with the exception of this piece.						

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 has been received. 						
Previous Meeting Minutes Nov 8, 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 Nov 8, 2023 (None)				
			A Nanawall certified installation team will install and service this wall. It comes with a 10-year warranty.			

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. Waiting on final ship date.				
		Previous Meeting Minutes Nov 8, 2023 (None)				
			Shipping 12/12/2023			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	1	Curtain Wall System				Open
		Description Field measurements were taken.				
		Glass order will be placed today.				
		Previous Meeting Minutes Nov 8, 2023 (None)				

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.				
		Previous Meeting Minutes Nov 8, 2023 (None)				

Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	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. Updated Bulletin 3 was received on 10/13.				
		Previous Meeting Minutes Nov 8, 2023 (None)				

Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
Description						
Slab pours are complete for interior, less column pads.			MCD is working with the lighting designer to adjust lighting issues in the staff workroom. Under cabinet lighting should help make the workspace more visible.			
CFMF and nailers for roof are complete.			Foundation inspection takes place tomorrow.			
Exterior foundations and decorative concrete walls have begun.			Roofing work starts tomorrow			
Roofing work to begin this week.			Decorative concrete walls will be poured tomorrow			
MEP underground for exterior to begin this week.			Exterior concrete work will be completed by December 1 using a winter concrete mix			
Starter course of Modan planter block to begin this week.			Installers are framing the vestibule canopy today.			
Exterior concrete slab pours to complete December 1st.			Windows will be installed in January			
Previous Meeting Minutes Nov 8, 2023 (None)			Entry doors will be installed by early February			

Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
Previous Meeting Minutes Nov 8, 2023 (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
Description						
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 new work. • Additional plaster skimcoat of building side of ramp wall. • HVAC Return Duct pricing. 						
Previous Meeting Minutes Nov 8, 2023 (None)						