

PHASE 3 RENOVATION  
UPDATE:  
February 2024

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## Phase 3 Updates: February 2024

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The new addition was “buttoned up” the week of January 22 after window frames were installed. The ceiling inspection was completed and passed on January 31 after all wiring and fire suppression equipment was installed above the framing. Drywall installation began on February 5. Painting began on February 12. Floor polishing began on February 19. The project is starting to come together and we expect to see lots of project in the coming month with the installation of the elevator and curtain wall. If all goes well, we hope to be using the new front entrance in mid-April.

### 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 the following items to date:

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
<i>HVAC revisions (credit)</i>	<i>+\$4,048.05</i>
18" GRG Plasterform Column Cover	-\$4,826.00
<i>Glass revisions in study rooms (credit)</i>	<i>+\$1,200.00</i>
<i>Landscape revisions (credit)</i>	<i>+2,360.00</i>
Restroom Column	-\$4,275.00
Electrical revisions	-\$6,066.00
Paint walls, door frames, base outside gallery	-\$500.00
Acrovyn kickplate for Access Services door	-\$500.00
Limestone base at new entrance	-\$22,500
Plaster skimcoat of original ramp wall	-\$975
Paint for Friends basement room	-\$762
Carpet installation for Friends room	-\$1,175
Lighting in Access Services Office	-\$2,715

*The amount remaining in the contingency is \$41,805.*



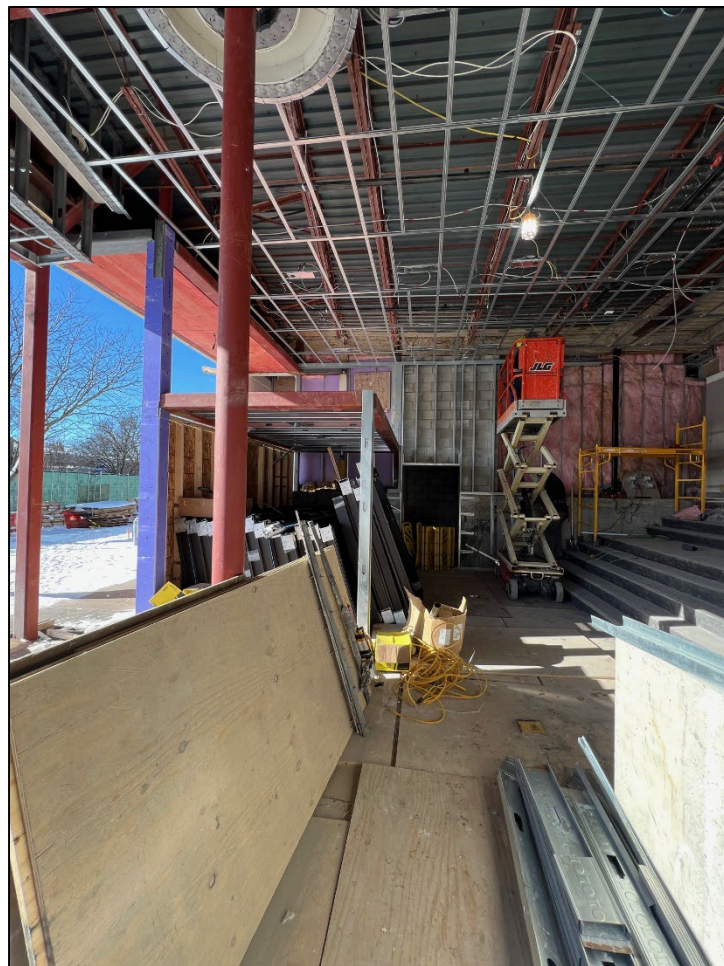
January 17, 2024: View of new ramp looking west toward elevator and front vestibule.



View of new terrace from future vending area



View of ceiling framing



View of window framing resting in future vestibule



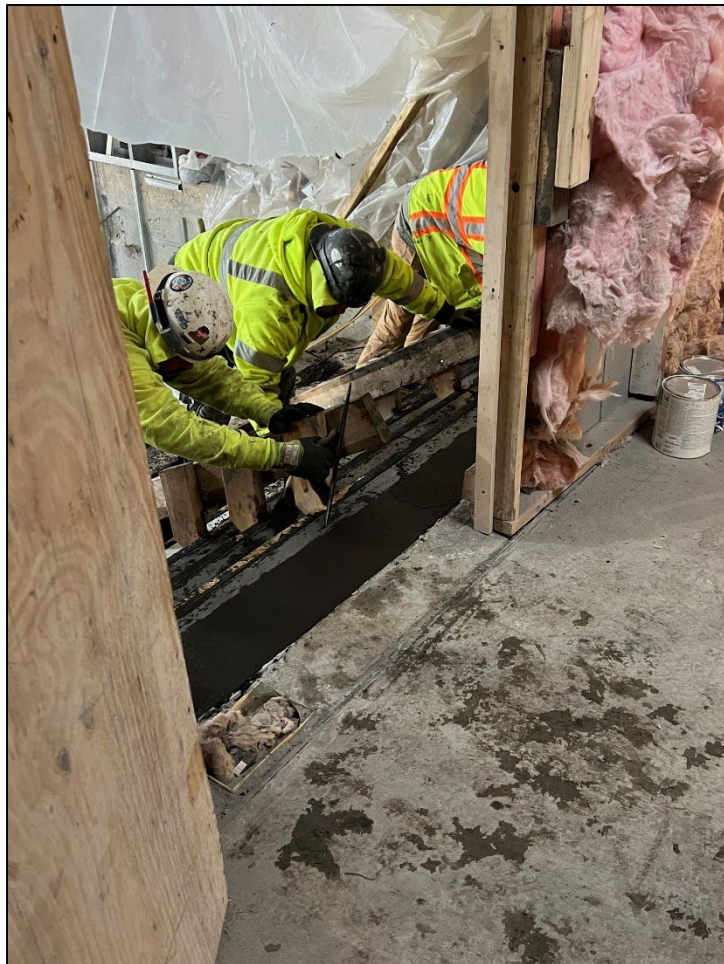
January 24: Installation of rooftop HVAC rails



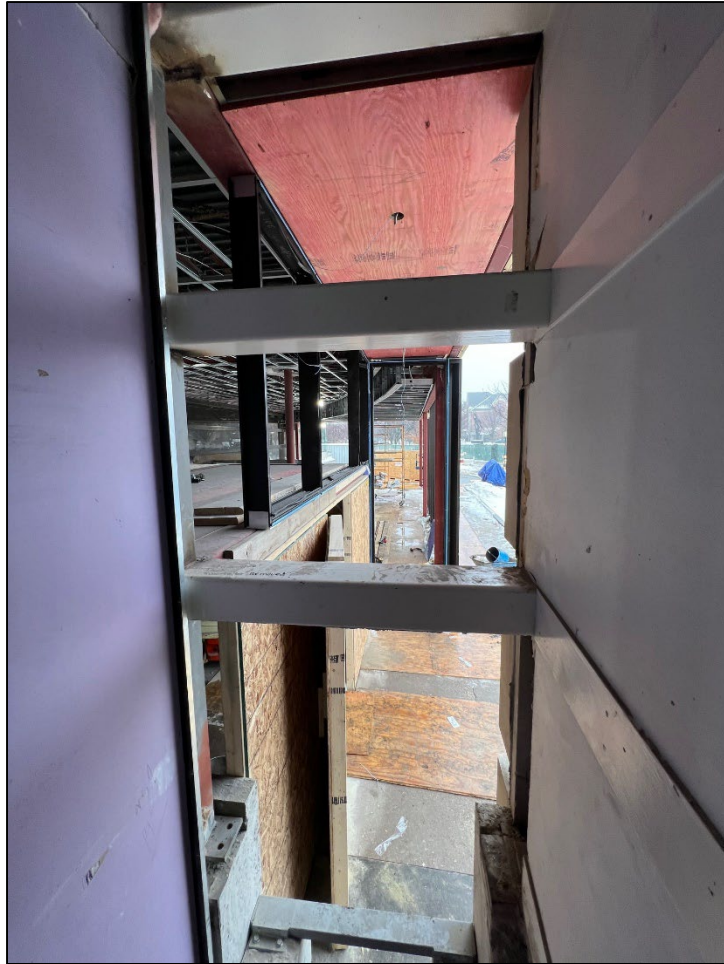
NanaWall delivery



Future front entrance with window frames in place



Upper half of new steps being repoured



View of vestibule and café from future book drop return



January 31: View looking east toward future NanaWall



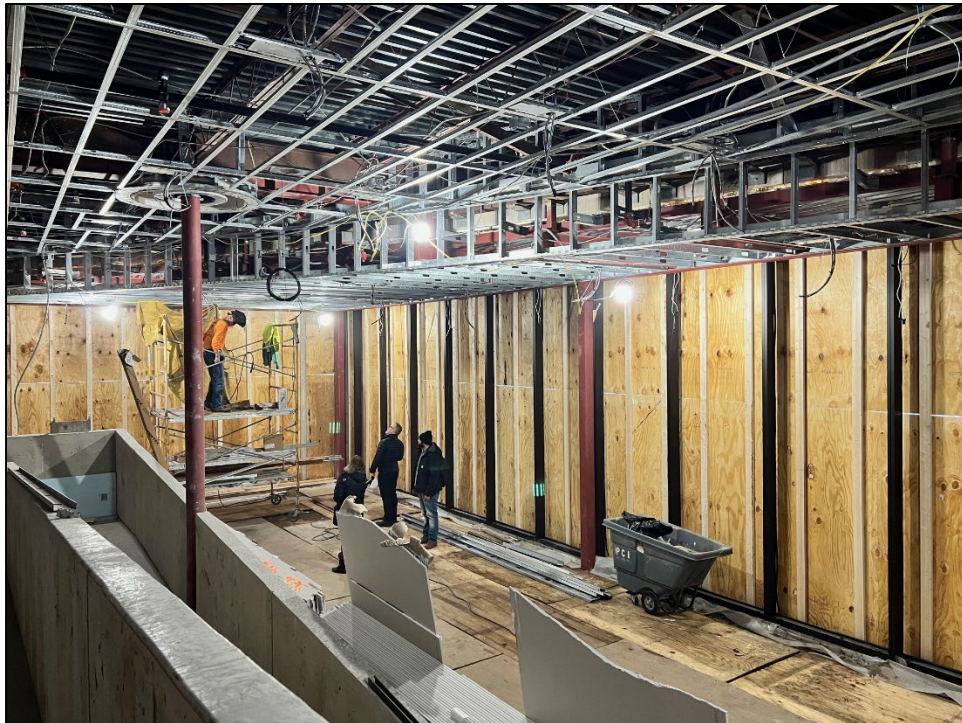
View looking north toward Youth workroom



View looking northwest toward elevator door, with drywall stacked along ramp



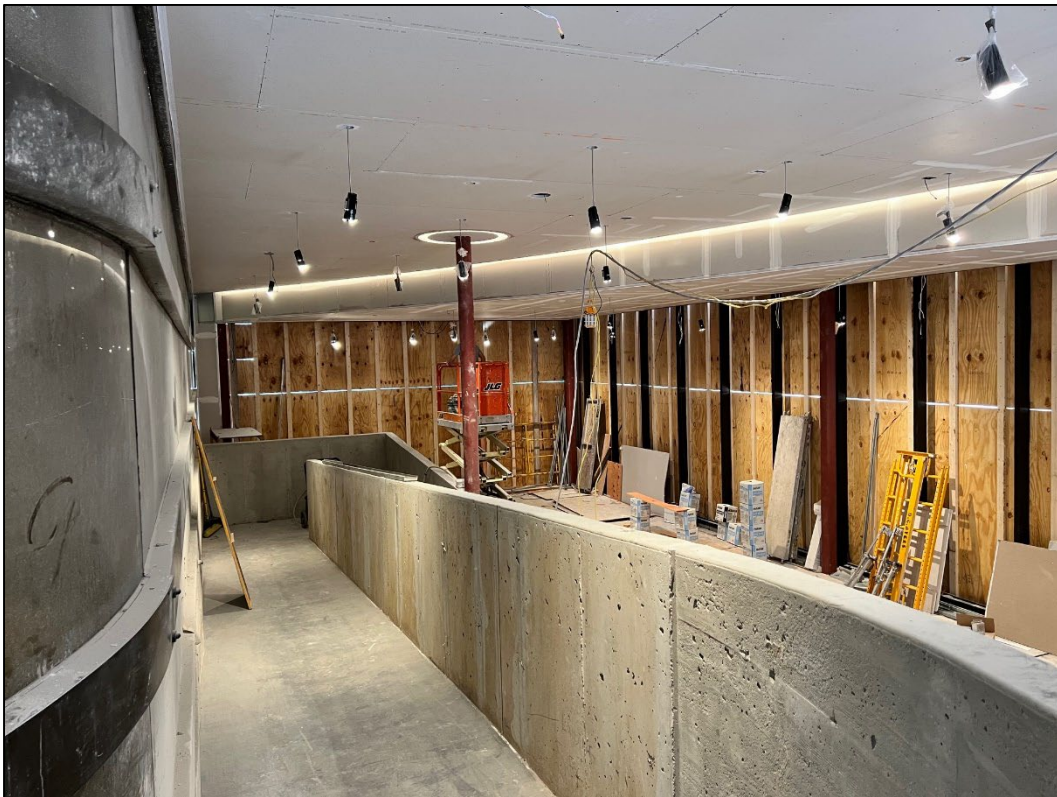
View looking south toward vestibule



View looking southeast toward future NanaWall



February 7, 2024: View of entry stairs from future vestibule



View of future NanaWall from top of new ramp



View of future front door from original vestibule



View of lighting details in ceiling



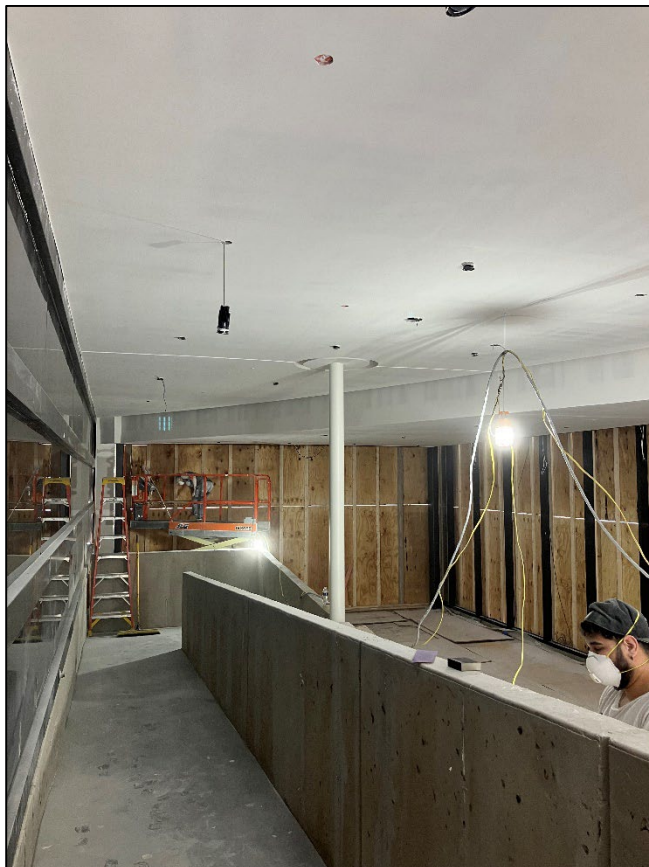
View of future vending area from ramp



Looking toward vestibule from east side of ramp



View looking east toward ramp after walking through vestibule



Painted pillar and drywall finish work



Cloud lighting fixture over future information desk



Main level elevator opening and future interior book drop slot



February 21, 2024: View of future Information Desk from future sorting room



View of future Information Desk



View of future materials sorting room



View of future vending café



View of future entry from future café/collaboration seating area



View of future vestibule and new elevator opening



View of new vestibule, elevator, and Information Desk while standing in previous vestibule



View of new rooftop HVAC unit

## 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 (paid in FY22-23)	\$	54,959
Arch Svcs (paid in FY22-23)	\$	244,000
Construction (FY23-24 Budget)*	\$	3,622,273
Arch. Svcs: Constr. Admin (FY23-24 )	\$	20,000
Sorter Relocation (FY23-24 Budget)	\$	50,000
Other Fees (from Trust)	\$	161,760
<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
<b>PCI Dailey Construction Costs*</b>	<b>\$ 3,677,232</b>	<b>\$ 2,626,894</b>	<b>\$ 3,677,232</b>	
Pay Application #1 - paid in FY22-23		\$ 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		
Pay Application #7		\$ 361,430		
Pay Application #8		\$ 285,424		
Pay Application #9		\$ 236,966		
<b>Architectural Fees</b>	<b>\$ 264,000</b>	<b>\$ 260,000</b>	<b>\$ 264,000</b>	
Fees paid through February 2024		\$ 260,000		
<b>Engineering Fees</b>	<b>\$ 19,210</b>		<b>\$ -</b>	<b>\$ 19,210</b>
<b>FFE &amp; AV/Low Voltage Wiring</b>	<b>\$ 115,000</b>		<b>\$ 73,963</b>	<b>\$ 41,037</b>
MCR - Demolition & installation of low voltage wiring	\$ 7,616			
NBS Relocate PA Equipment	\$ 1,434			
NBS Gallery Speaker installation	\$ 1,242			
Audio Rack Relocation in Rotary Room	\$ 3,800			
Shaw security cameras	\$ 572			
Shaw Door Counter for front entry	\$ 4,411			
5 Idea Lab Adjustable Height Tables	\$ 2,599	\$ 2,599		
2 Access Services Work Desks	\$ 2,812	\$ 2,812		
3 Umbrellas with stands	\$ 8,182	\$ 8,182		
Artwork in café	\$ 12,000			
6 outdoor tables with 24 chairs	\$ 19,295	\$ 19,295		
10 Indoor tables and 38 chairs	\$ 10,000			
<b>Furniture Moving</b>	<b>\$ 5,000</b>		<b>\$ -</b>	<b>\$ 5,000</b>

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	\$ 14,473	\$	14,850	\$ 4,950
Deposit - 5/30/23			\$ 3,400			
Removal fee - 6/10/23			\$ 4,273			
Storage fee			\$ 1,250			
Reinstallation fee			\$ 5,550			
Sorter Relocation	\$	50,000		\$	65,000	\$ (15,000)
TOTAL	\$	4,152,992	\$ 3,208,729	\$	4,096,045	\$ 56,947

<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
Electrical revisions		\$	(6,066)
Restroom Column		\$	(4,275)
Landscape revisions (credit)		\$	2,360
Paint walls, door frames, and base outside gallery		\$	(500)
Acrovyn kickplate for Access Services door		\$	(500)
Limestone base at new entrance		\$	(22,500)
Plaster skimcoat of side wall		\$	(975)
Paint for Friends basement room		\$	(762)
Carpet installation for Friends basement room		\$	(1,175)
Soffit for elevator (encapsulates ducts)		\$	(2,600)

Brighter lighting in Access Services office				\$	(2,715)
Alternate lighting in Vestibule				\$	(624)
	\$	141,966	\$	41,805	\$ (100,161)

Updated 2/21/2024



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 #33

Meeting Date	Jan 17, 2024	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 Jeff Zielke Frank Pisano	ss@mcdarchitects.com
Paul Danko	PCI Industries, Inc.		pdanko@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
<b>Description</b> Submittals currently in A/E Court:						
Submittals currently in Contractor's court:						
• Stainless Steel Handrails - For Record						
Outstanding Submittals:						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> (None)						

### RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	19	RFI 33: HVAC Work In Staff 110				On Hold
<b>Description</b> Pricing acquired. Cost of the ducted return, relocating return air grill, and adding floor grill - HVAC \$5,080.00						
We decided against this additional expenditure because the room is a comfortable temperature at this time.						

Other trades will be involved with patching, painting, demolition, etc - Approx. \$4,500.00

Work Required?

**Previous Meeting Minutes**

**Jan 10, 2024**

(None)

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	31	RFI #37: Vestibule Lighting Spec Change				Open
<b>Description</b> Current D3 fixtures will not fit within space allotted for vestibule ceiling. New spec to be issued by MCD.  MCD issued new spec 1/16. Pricing and lead time being acquired. <span style="color: red;">PCI will share with the team once the cost is received. There is an allowance for lighting changes which should cover the cost difference.</span>						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> MCD issued new spec 1/16. Pricing and lead time being acquired.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	31	RFI #38: Exhaust/Return Duct Soffit for Book Sorting				Open
<b>Description</b> Existing Steel elements will not allow for specified duct to be installed within ceiling cavity. Soffit will need to be created in this area along the elevator shaft.  Elevator soffit is approved and was extended to front of elevator. Carpentry/Paint pricing being acquired.						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> Elevator soffit is approved and was extended to front of elevator. Carpentry/Paint pricing being acquired.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.4	31	RFI #39: AHU Condensing Unit Roof Load				Open
<b>Description</b> Please confirm with structural engineer the 565 lb condenser can sit on the existing roof with leg supports.  Update from MCD? <span style="color: red;">Steve is waiting to hear back from structural engineer for confirmation that the roof can support this.</span>						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.5	31	Elevator Disconnect Issue				Open
<b>Description</b> Elevator company has brought up a new requirement for disconnects w/in 20ft of controller in lockable room or cabinet. Will need to review this in field today for discussion on placement.						

Additional chase wall to be added at northwest end of elevator. Electrical pricing changes being acquired. No other pricing changes.

**Previous Meeting Minutes**  
**Jan 10, 2024**

This lock box will be added inside the interior face of entry to the elevator.

Additional chase wall to be added at northwest end of elevator. Electrical pricing changes being acquired. No other pricing changes.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.6	33	Nanawall Shade Pocket Depth				Open
<b>Description</b> A structural beam runs through the proposed shade area locations (as drawn on structural) which does not give enough clearance for the shade pocket as drawn (architecturally). Please advise if we are to build a pocket for these shades out of drywall and direct mount to the beam where they intersect. Steve and Tyler examined this after the meeting and will be able to fit the blinds into the area.						

### Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Nanawall				Open
<b>Description</b> Nanawall has arrived to Clinton Valley's warehouse. Install scheduled for next week.						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> Installation scheduled for week of 1/22.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Curtain Wall System				Open
<b>Description</b> Glazing units have been released, awaiting on arrival. Installation has begun.						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> (None) Foam insulation will be installed in the window frames to weatherproof the room. They will be secured in place so that they do not blow away after a large wind gust.						

### Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	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. Updated Bulletin 3 was received on 10/13.						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.2	27	Pricing for Undercabinet Lighting				Open
<b>Description</b> Pricing requested for undercabinet lighting in staffwork room under two rows of upper cabinets. Cost to complete is \$1,845.00.						

MCD to provide direction from electrical contractor is 2x2 flat panel LEDs are to be installed.

**Previous Meeting Minutes**  
**Jan 10, 2024**  
 (None)

Steve is waiting on the electrical engineer for installation details.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.4	28	Southwest Facade				Open
<b>Description</b> - To complete the limestone option it would be around \$22,500.00. We would need to have a meeting with MCD and the structural engineer to discuss attachment details as this is a bit different approach from the east side of the addition.  Limestone option has been selected as a maximum budget value. PCI Dailey will take steps necessary to reduce the cost impact of this change.  Has MCD discussed with structural engineer for meeting availability?  Shop drawings are completed and have been sent to MCD.						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> Shop drawings were sent for review. PCI-Dailey is waiting for MCD to set up structural design meeting.						

Steve will schedule a meeting with the structural engineer, PCI Dailey and limestone installer. After the meeting takes place the limestone will be ready for installation about three weeks later.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.5	28	Polishing Meeting				Open
<b>Description</b> Stairs will be cut back at angle perpendicular to the curved ramp w/ polished round edges.  The stainless steel trim will sit approximately 3/4" above ground surface for dryvit system and will be on horizontal surfaces as well as drywall termination vertical surfaces.  The added cost for the stair option is \$2,150.00.  Decision will be made by 1/24.						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> Decision will be made by 1/24.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.6	33	MCD Responses to Board Questions				Open
<b>Description</b>  1. It appears curved trim stainless steel was included in the rendering. Who suggested the zig zag line for the additional fee? Do they think it's purely aesthetic or will that trim be extra protection for the plaster? <b>This was an idea that was discussed when looking at the quality of the concrete pour of the wall, as an alternate to hide more of the concrete. We asked for pricing for the alternate. At this point, we don't think that we are going to suggest making any change.</b> <b>The stainless steel trim will be about the width of a house key (1/16").</b>  1. Do they think the larger curved stainless steel version will protect the plaster better? <b>The size of the trim piece has not increased, it is a screed edge for the plasterer to finish to.</b> How much wear and tear will it show? <b>The stainless steel will be barely</b>						

**noticeable; only approximately 1/16" of it will be visible.** Fingerprints? (speaking from experience of owning a stainless steel refrigerator with children) **Fingerprints will not be seen on the stainless steel.**

- Are there still plans to have a railing down the middle of the stairs? **Yes.** Will that also be stainless steel? Just curious what material the railings will be? **Yes, it will be brushed stainless steel.**

- What color will the stainless trim be in comparison to the wall and stairs? **Silver/grey**

- I don't care for either stainless steel trim---**do we need it (the edging) for function? Yes, it needs to be there for function.** I think it detracts rather than adds to the design. Can you please ask that question (function)? I would be more inclined to prefer a concrete or other stone trim, but only if it was necessary. And then, if trim is part of the function, rather than aesthetics, **could we use an edging out of stone/cement edge?** The two stones look much more organic without trim and present a cohesive first impression if where the two meet is smooth. **The trim needs to be bendable and create an edge to terminate the plaster to, over the concrete. There is no stone associated with the stainless steel trim.**

The trim is required for function to keep the plaster in place and separate from the concrete base. If we were to use stone, it would be too wide in width and too costly.

- The stainless steel border on the stairs is there a way we could put as add/delete after we see the plaster on the ramp and stairs to see if we need anything there? Is there another material we could use that's less expensive and give it an attractive appearance than the metal? **The stainless steel was originally specified and is included in the base price of the project. It is the best material for this application.**

The architect has decided to stick with the original curve at no additional cost to the library.

- How does the team like how things are turning out with the project? Are they pleased on the color of the cement now that it has dried? Did the planter color and height of the bench come out as planned? **The MCD team is generally very happy with how the project is progressing. The color of the concrete will still be changing so it's difficult to make a call on that at this point. The planter color and height appear to be in conformance with the documents and with the original vision that was illustrated in the rendered design images.** The project is turning out beautifully. Considering what a Swiss watch this project is, it is going a lot better than it could have been. As an example, the concrete company is removing the top three steps because they were not poured in a manner as high quality as the rest of the steps. They knew the steps looked incorrect, so they voluntarily are taking them out and replacing them at no extra charge. The cement color will continue to change over the years and with use. It's rich looking for concrete. Using concrete on this project
- I know the timeline is a little behind because the cement. When do they think the project will be done? **Weather has been an issue with the project. We are looking at completing the project at the end of March or early April.** was a creative, elegant, and cost effective finish for the flooring and stairs. The large "area rugs" align well inside and outside.
- I know it's difficult to determine costs that pop up and I'm worried about our contingency being depleted and having to dip into the trust to cover overages. I know in past meetings MCD & PCI talked to you about overages and they think the big things are behind us but we seem to have new costs arise every month eating away at the contingency. Are these costs coming up because of form over function? **In our opinion, any additional costs are associated with addressing certain unforeseen items and making the project the absolute best it can be, within the budget.** We have roughly \$46,000 in contingency and we haven't started the interior and curtain wall. I'm concerned the project is going to be over budget.  
**We are in a pretty good spot with the remaining amount in the contingency. PCI Dailey is comfortable with it. There are allowances to cover other big issues that may pop up.**
- Was the lighting in the new circulation office fixed and did we pay out the contingency to fix the problem? **An alternative lighting plan has been prepared for the contractor to provide pricing.**  
**PCI Dailey is gathering pricing on this. New lighting will help the office to have more diffused lighting for tasks.**
- Anything special Steve or Tyler would like to comment on their perspective on how the project is going? **The MCD team is generally very happy with how the project is progressing.** PCI Dailey is also happy with how the project is progressing.

## Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
<b>Description</b> Interior ceiling framing is underway for addition.  HVAC and Plumbing work required for units has begun.  Interior framing for Circulation/Book sorting is underway. <span style="color: red;">Kristen reviewed the layout with PCI Dailey after the meeting.</span>  Electrical work throughout various areas is ongoing.  Exterior glass framing system is being installed. <span style="color: red;">Frames were delivered today.</span>						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> (None)						

## Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
<b>Description</b> Billing was submitted two weeks ago for signature to Steve with MCD. Update? <span style="color: red;">Steve will submit this today.</span>						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
<b>Description</b> Contingency CCO #1 to be signed.  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 new work.</li> <li>• <b>Additional plaster skimcoat - Termination details pending architectural meeting for SS trim - \$2,125.00 additional cost for stainless option</b> <span style="color: red;">Will go with the original design to eliminate this additional fee.</span></li> <li>• HVAC Return Duct pricing - See above</li> <li>• Added Undercabinet Lighting - See above</li> <li>• Added Limestone Work - See above</li> <li>• Shade pocket - TBD</li> <li>• Soffit for elevator - TBD</li> <li>• Alternate D3 lighting - TBD</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Jan 10, 2024</b> Additional plaster work is approved and switch solution to be billed separately to the Library.						

## BPL Phase 3 OAC Meeting Agenda: Meeting #34

<b>Meeting Date</b>	Jan 24, 2024	<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			ss@mcdarchitects.com
		Mike Morad	
		Rebekah Craft	mc@mcdarchitects.com
		Jaclyn Miller	
		Kristen Tait	ds@mcdarchitects.com
		Melissa Mark	
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
		<b>Description</b> Submittals currently in A/E Court:  Submittals currently in Contractor's court: <ul style="list-style-type: none"> <li>Stainless Steel Handrails - For Record      final measurements will be supplied this week</li> </ul> Outstanding Submittals:  <b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> (None)				

### RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.4	31	RFI #39: AHU Condensing Unit Roof Load				Open
<b>Description</b> Please confirm with structural engineer the 565 lb condenser can sit on the existing roof with leg supports.  Update from MCD?						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> <i>(None)</i>			Rooftop rails were installed on Monday. Waiting on final approval from structural engineer.			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.5	31	Elevator Disconnect Issue				On Hold
<b>Description</b> Elevator company has brought up a new requirement for disconnects w/in 20ft of controller in lockable room or cabinet. Will need to review this in field today for discussion on placement.  Solution needed today post meeting.						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> Electrical code issue encountered. Alternate location needed.			Steve is talking with Craig, the state inspector today. The shutoff panel will need to be installed within 25 feet of the elevator. This is a 2023 rule that the inspector is enforcing, even though the project was approved under the 2016 guidelines before the project started. The panel may be able to be installed in a wall adjacent to the elevator while keeping access and space for an interior book return slot just below.			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.6	33	Nanawall Shade Pocket Depth				On Hold
<b>Description</b> A structural beam runs through the proposed shade area locations (as drawn on structural) which does not give enough clearance for the shade pocket as drawn (architecturally). Please advise if we are to build a pocket for these shades out of drywall and direct mount to the beam where they intersect.  Awaiting formal response to build drywall soffit to enclose as discussed in field.						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> Awaiting formal response to build drywall soffit to enclose as discussed in field.			Due to the size constraints in the ceiling after relocating a necessary plumbing drain, the pocket for housing the roller needs to be smaller. PCID will place a metal fascia piece in place of the housing to conceal the shade. There will be a credit for not using the housing and there will be a deduct for adding the metal fascia piece. These should just about even each other out.			

### Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Nanawall				Open
<b>Description</b> Additional parts on order for installation.						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> Additional parts on order.			Incorrect tracks were sent, so PCID is working with Nanawall to ship the correct parts. The installation is stalled until the new parts are received.			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Curtain Wall System				Open
<b>Description</b> Glazing units have been released, awaiting on arrival. Frames have been installed. Glass is arriving in approximately 2 weeks.						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> (None) <span style="float: right; color: red;">Temporary walls and heating will be going in tomorrow.</span>						

**Owner / AE Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	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. Updated Bulletin 3 was received on 10/13.						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.2	27	Pricing for Undercabinet Lighting				Open
<b>Description</b> Pricing requested for undercabinet lighting in staffwork room under two rows of upper cabinets. Cost to complete is \$1,845.00.  MCD to provide direction from electrical contractor is 2x2 flat panel LEDs are to be installed.						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> MCD to provide drawing EOD. <span style="float: right; color: red;">Waiting on electrical engineer for approval of this change.</span>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	28	Southwest Facade				Open
<b>Description</b> - To complete the limestone option it would be around \$22,500.00. We would need to have a meeting with MCD and the structural engineer to discuss attachment details as this is a bit different approach from the east side of the addition.  Limestone option has been selected as a maximum budget value. PCI Dailey will take steps necessary to reduce the cost impact of this change.  Has MCD discussed with structural engineer for meeting availability? <span style="color: red;">Not yet</span>  Shop drawings are completed and have been sent to MCD.						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> Shop drawings were sent for review. PCI-Dailey is waiting for MCD to set up structural design meeting.						

**Schedule & Site Progress**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
<b>Description</b> Interior ceiling framing is underway for addition. HVAC and Plumbing work required for units has begun. Interior framing for Circulation/Book sorting is underway. Electrical work throughout various areas is ongoing. Exterior glass framing system temp protection is being installed tomorrow. Stairs being repoured today. During the walkthrough PCID and MCD resolved the sprinkler line location change. It will be routed through the ceiling of the new vestibule.						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> (None)						

## Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> MCD signed pay app on 1/18 and was sent to Library for processing.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
<b>Description</b> Contingency CCO #1 to be signed. 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 new work.</li> <li>Added Undercabinet Lighting - See above</li> <li>Added Limestone Work - See above</li> <li>Shade pocket - TBD</li> <li>Soffit for elevator - \$2600.00</li> <li>Alternate D3 lighting - \$623.88</li> </ul> Encapsulates the ducts and flows with the space better. Was required by inspector. There was not enough room for the specified fixture in the vestibule so a new fixture was sourced.						
<b>Previous Meeting Minutes</b> <b>Jan 17, 2024</b> Stainless trim to be per print. No additional cost.						



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 #35

Meeting Date	Jan 31, 2024	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 Jeff Zielke Kristen Tait Jaclyn Miller Rebekah Craft Karen Rock	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      The project timeline is still tentatively to be completed by the end of March, early April. This may be delayed due to errors with the Nanawall manufacturing.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Pending Submittals				Open
		<b>Description</b> Submittals currently in A/E Court:  Submittals currently in Contractor's court: • Stainless Steel Handrails - For Record  Outstanding Submittals:	Steve requested that the railing not bend around the column as originally discussed. After reviewing the column in the field, the railing will need to bend around the column because it protrudes past the ramp wall.			
		<b>Previous Meeting Minutes</b> Jan 24, 2024 (None)				

RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	31	RFI #39: AHU Condensing Unit Roof Load				On Hold
<b>Description</b> Please confirm with structural engineer the 565 lb condenser can sit on the existing roof with leg supports.  Waiting on update from MCD. <i>Mary Cay is following up on this.</i>						
<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> No Update provided.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	31	Elevator Disconnect Issue				On Hold
<b>Description</b> Waiting on sketch that was to be provided last week by MCD. <i>Steve stated this will be provided to PCID by 2/2.</i>						
<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> MCD to provide sketch ASAP as this is holding up elevator installation and drywall work.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	35	RFI #41: Boiler Drain Issue	<i>Mechanical engineer is discussing this with the manufacturer. The drain will be placed under the exterior limestone.</i>			Open
<b>Description</b> Code requires floor drain for boiler. MCD stated engineers had a solution to not install a drain.						

### Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Nanawall				Open
<b>Description</b> Additional parts on order for installation. Working with engineers to expedite.						
<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> <i>(None)</i> <i>The Nanawall was incorrectly manufactured to open from north to south rather than south to north. The track is incorrect and needs to be fully rebuilt and shipped. Tyler is discussing potential solutions and expedited shipping with Nanawall contacts in Germany and California. It is not yet clear how this error happened. More details will be shared as things progress.</i>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Curtain Wall System				Open
<b>Description</b> Glazing units have been released, awaiting on arrival. Frames have been installed. Glass is arriving in coming weeks.						
<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> <i>(None)</i>						

### Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	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. Updated Bulletin 3 was received on 10/13.						
<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.2	27	Pricing for Undercabinet Lighting				Open
<b>Description</b> Pricing requested for undercabinet lighting in staffwork room under two rows of upper cabinets. Cost to complete is \$1,845.00.  MCD to provide direction from electrical contractor is 2x2 flat panel LEDs are to be installed.						
<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> MCD to provide drawing 1/24.						
Waiting on the drawing from engineering before proceeding with the 2x2 flat panel LEDs. We will not be installing undercabinet lighting.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	28	Southwest Facade				Open
<b>Description</b> - To complete the limestone option it would be around \$22,500.00. We would need to have a meeting with MCD and the structural engineer to discuss attachment details as this is a bit different approach from the east side of the addition.  Limestone option has been selected as a maximum budget value. PCI Dailey will take steps necessary to reduce the cost impact of this change.  Has MCD discussed with structural engineer for meeting availability?  Shop drawings are completed and have been sent to MCD.						
<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> Shop drawings were sent for review. PCI-Dailey is waiting for MCD to set up structural design meeting if needed.						
The structural engineer will give an official response.						

### Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
<b>Description</b> HVAC and Plumbing work required for units has begun.  Interior framing for Circulation/Book sorting is underway.  Electrical work throughout various areas is ongoing.  Exterior glass framing system temp protection is installed.  Above ceiling inspections happening today.						
Temporary heating has been installed in the addition so that drywall work can continue.						

	Sprinkler inspection set for tomorrow.
	Drywall hanging beginning tomorrow.
	<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> <i>(None)</i>

## Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
		<b>Description</b> Billing will be sent for review next week.				
		<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> <i>(None)</i>				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
		<b>Description</b> Contingency CCO #1 to be signed.  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 new work.</li> <li>• Added Undercabinet Lighting - See above</li> <li>• Added Limestone Work - See above</li> </ul>				
		<b>Previous Meeting Minutes</b> <b>Jan 24, 2024</b> <i>(None)</i>				



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 #36

Meeting Date	Feb 7, 2024	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 Wendy Friedman Kristen Tait Rebekah Craft	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
<b>Description</b> Submittals currently in A/E Court:						
Submittals currently in Contractor's court:						
<ul style="list-style-type: none"><li>Stainless Steel Handrails - For Record</li></ul>						
Currently under fabrication. Measurement were finalized last week.						
Outstanding Submittals:						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> (None)						

### RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	31	RFI #39: AHU Condensing Unit Roof Load				On Hold
<b>Description</b> Please confirm with structural engineer the 565 lb condenser can sit on the existing roof with leg supports.  Waiting on update from MCD. Please provide update.						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> Update needed ASAP.						
Danko and Craft located and reviewed Linn Smith drawings from 1960 after the meeting and forwarded roofing specifications to Steve.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	31	Elevator Disconnect Issue				On Hold
<b>Description</b> Sketch provided by MCD on 2/6. Proceeding while pricing is being acquired.						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> Sketch to be provided Friday 2/2. Sketch was provided 2/6.						
Group reviewed the updated drawings from MCD. The State Elevator Inspector is requiring that a separate elevator disconnect panel installed next to the main elevator disconnect. This was not required by code when the elevator was approved last June, but the State Inspector will not approve the new elevator without this additional panel. It will be installed on the wall between the elevator and the new Hot Picks Location. The panel will be installed over a new in-wall book drop. The additions to the contingency are still being gathered, but it will cost around \$8-10,000 for electrical and framing.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.3	35	RFI #41: Boiler Drain Issue				On Hold
<b>Description</b> Pricing being acquired.						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> RFI response issued 2/6. New Pump & Basin to be provided in Mechanical Room to pump to sink in RR.						
The cost for this new pump and basin is still TBD but will cost about \$2000-5000.						

### Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Nanawall				Open
<b>Description</b> Awaiting final confirmations from Nanawall. May only need to re-order locking bar trim.						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> Awaiting final confirmations from Nanawall. May only need to re-order locking bar trim.						
It is looking like we can use all parts of the Nanawall that were shipped, with the exception of the door locking bar trim. That will be shipping from Germany via priority delivery. PCID is hoping that this arrives by March 4.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Curtain Wall System				Open
<b>Description</b> Glazing units have been released, awaiting on arrival. Frames have been installed. Glass is arriving in coming weeks.						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> (None)						
Glass installation on the front curtain wall will begin on February 19 and we expect the new addition to be buttoned up in early March.						

## Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	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. Updated Bulletin 3 was received on 10/13.						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.2	27	Pricing for Undercabinet Lighting				Open
<b>Description</b> Pricing requested for undercabinet lighting in staffwork room under two rows of upper cabinets. Cost to complete is \$1,845.00.  MCD provided sketch from electrical contractor is 2x2 flat panel LEDs are to be installed.						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> MCD provided drawing on 2/6 for pricing. This is different than what we have discussed previously and includes full lighting replacement inside room, costs could be higher than undercabinet lighting.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	28	Southwest Facade				Open
<b>Description</b> - To complete the limestone option it would be around \$22,500.00. We would need to have a meeting with MCD and the structural engineer to discuss attachment details as this is a bit different approach from the east side of the addition.  Limestone option has been selected as a maximum budget value. PCI Dailey will take steps necessary to reduce the cost impact of this change.  Has MCD discussed with structural engineer for meeting availability?  Shop drawings are completed and have been sent to MCD.  Steve to respond to email and confirm we can proceed with limestone.						
Steve approved this verbally last week and will follow up with a written approval.						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> Steve to respond to email and confirm we can proceed with Limestone.						

## Schedule &amp; Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
<b>Description</b> HVAC and Plumbing work required for units has begun.  Interior framing for Circulation/Book sorting is underway.  Electrical work throughout various areas is ongoing.						
Drywall boarding is nearly complete. Working on finishing light coves Lighting installation has begun. Elevator installation begins soon. Painting starts February 12. Floor polishing to begin on February 19. Spandrel glass for above Nanawall is being fabricated						

Elevator disconnect work beginning.

Drywall work continuing.

Prime/1st coat of steel and drywall beginning next week.

**Previous Meeting Minutes**

**Jan 31, 2024**

(None)

## Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
<b>Description</b> Billing being compiled for review.						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
<b>Description</b> Contingency CCO #1 to be signed.  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 new work.</li> <li>• Added Undercabinet Lighting - See above</li> <li>• Added Limestone Work - See above</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Jan 31, 2024</b> (None)						

## BPL Phase 3 OAC Meeting Agenda: Meeting #37

<b>Meeting Date</b>	Feb 14, 2024	<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		Kristen Tait	ss@mcdarchitects.com
<del>Mary Gay Lancaster</del>	<del>MCD Architects</del>	Jaclyn Miller	mc@mcdarchitects.com
<del>Dianne Schurg</del>	<del>MCD Architects</del>	Jeff Zielke	ds@mcdarchitects.com
<del>Paul Danko</del>	<del>PCI Industries, Inc.</del>	Bruce Johnson	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
		<b>Description</b> Submittals currently in A/E Court:  Submittals currently in Contractor's court: <ul style="list-style-type: none"> <li>Stainless Steel Handrails - For Record</li> </ul> Outstanding Submittals:				
		<b>Previous Meeting Minutes</b> <b>Feb 7, 2024</b> (None)				

### RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	31	RFI #39: AHU Condensing Unit Roof Load				On Hold
<b>Description</b> Please confirm with structural engineer the 565 lb condenser can sit on the existing roof with leg supports.  Waiting on update from MCD. Please provide update.						
<b>Previous Meeting Minutes</b> <b>Feb 7, 2024</b> (None)			Being installed next Wednesday, February 21. Bates will be closed temporarily during installation.			

## Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Nanawall				Open
<b>Description</b> Nanawall will not warranty bottom track if rotated 180 degrees, citing an issue with wind driven rain and not testing with the track reversed. Will need to re-order locking bar trim.  Working to resolve.						
<b>Previous Meeting Minutes</b> <b>Feb 7, 2024</b> Nanawall will not warranty bottom track if flipped around. Working on procurement.			Tyler is still working on this. in a worst case scenario, they will temp drywall the nanawall opening so we can use the rest, but the hope is that we wont have to do that.			

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	1	Curtain Wall System				Open
<b>Description</b> Glazing units have been released, awaiting on arrival. Frames have been installed. Glass is arriving in coming weeks.						
<b>Previous Meeting Minutes</b> <b>Feb 7, 2024</b> (None)			Installation in 3-4 weeks, focusing on completing interior work, so the glass installation doesnt impact that progress.			

## Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	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. Updated Bulletin 3 was received on 10/13.						
<b>Previous Meeting Minutes</b> <b>Feb 7, 2024</b> (None)						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.2	27	Pricing for Undercabinet Lighting				Open
<b>Description</b> Pricing requested for undercabinet lighting in staffwork room under two rows of upper cabinets. Cost to complete is \$1,845.00.						

MCD provided sketch from electrical contractor is 2x2 flat panel LEDs are to be installed. Pricing being acquired.

**Previous Meeting Minutes**

**Feb 7, 2024**

(None)

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.3	28	Southwest Facade				Open
<b>Description</b> - To complete the limestone option it would be around \$22,500.00. We would need to have a meeting with MCD and the structural engineer to discuss attachment details as this is a bit different approach from the east side of the addition.  Limestone option has been selected as a maximum budget value. PCI Dailey will take steps necessary to reduce the cost impact of this change.  Work to commence in approximately 5 weeks after panels have been received.						
<b>Previous Meeting Minutes</b> <b>Feb 7, 2024</b> MCD has approved installation and panels ordered. Work to commence in approximately 5 weeks.				Installation estimate is a week or less.		

### Schedule & Site Progress

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Schedule				Open
<b>Description</b> HVAC and Plumbing work required for units has begun.  Hanging of circulation cloud and required finishing underway.  Elevator company set to begin work next week.  Elevator disconnect work complete.  Drywall sanding and final finishing underway.  Exposed steel painting underway. Ceiling/wall paint to follow.  Concrete polishing to begin Monday.						
<b>Previous Meeting Minutes</b> <b>Feb 7, 2024</b> (None)				The drain and elevator panel were covered by allowances; no contingency draw will be necessary.		

### Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.1	1	Billing				Open
<b>Description</b> Billing submitted and awaiting MCD signature.						
<b>Previous Meeting Minutes</b> <b>Feb 7, 2024</b> Billing sent to MCD for signature.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
6.2	9	Contingency / Allowance Review				Open
	<b>Description</b> Contingency CCO #1 to be signed.  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 new work.</li><li>• Added Undercabinet Lighting - See above</li><li>• Added Limestone Work - See above</li></ul>					
	<b>Previous Meeting Minutes</b> <b>Feb 7, 2024</b> (None)					

## BPL Phase 3 OAC Meeting Agenda: Meeting #38

<b>Meeting Date</b>	Feb 21, 2024	<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	Jeff Zielke Rebekah Craft Kristen Tait Melissa Mark	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

### RFIs

### Procurement / Long Lead Items

No.	Mtg Origin	Title		
2.1	1	Nanawall	<p>We will move ahead with the alternate layout of the NanaWall as it will be warrantied in writing for 10 years.</p> <p>Tyler will schedule the new installation date. Installation will take 2.5 weeks and will include physical installation, installation of the electrical controller by an Arizona company, and patching and painting the surrounding walls.</p> <p>The locking mechanism should arrive in 6-8 weeks. PCID will install a temporary closing apparatus until the locking mechanism is installed (a 2x4)</p> <p>Open</p>	
<p><b>Description</b></p> <p>Further discussions with higher up individuals have allowed the warranty to remain 100% intact in writing.</p> <p>The stated values for air/water infiltration in the specifications have not been tested in this specific configuration so they cannot be upheld in writing, but that should not be an issue with proceeding with the 180 degree installation measures.</p> <p>Awaiting final determination from Steve Schneeman. Nanawall installers are typically 4-5 weeks out from schedule.</p>				
<p><b>Previous Meeting Minutes</b></p> <p><b>Feb 14, 2024</b></p> <p>Further discussions with higher up individuals have allowed the warranty to remain 100% intact in writing.</p> <p>The stated values for air/water infiltration in the specifications have not been tested in this specific configuration so they cannot be upheld in writing, but that should not be an issue with proceeding with the 180 degree installation measures.</p>				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.2	1	Curtain Wall System	Installation should begin on March 4			Open
<p><b>Description</b></p> <p>Glazing units have arrived for curtainwall. Installation will begin once interior finishes have progressed to a level.</p>						

**Previous Meeting Minutes****Feb 14, 2024**

Glazing units have arrived for curtainwall. Installation will begin once interior finishes have progressed to a level.

**Owner / AE Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	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. Updated Bulletin 3 was received on 10/13.						
<b>Previous Meeting Minutes</b> <b>Feb 14, 2024</b> (None) <span style="color: red; float: right;">City Building Department would like to examine and document the NanaWall installation for their records</span>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	27	Pricing for Undercabinet Lighting				Open
<b>Description</b> Pricing requested for undercabinet lighting in staffwork room under two rows of upper cabinets. Cost to complete is \$1,845.00.  MCD provided sketch from electrical contractor is 2x2 flat panel LEDs are to be installed. Pricing has been obtained for the sketch provided by MCD. The cost of this change is \$2,715.00. <span style="color: red; float: right;">We will use \$2715 from the contingency to pay for improved lighting in the staff area. This will add 12 new 2x2 flat panel lights to illuminate the office much better. We will not go with the first option of under-cabinet lighting for \$1845.</span>						
<b>Previous Meeting Minutes</b> <b>Feb 14, 2024</b> Pricing has been obtained for the sketch provided by MCD. The cost of this change is \$2,715.00.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.3	28	Southwest Facade				Open
<b>Description</b> - To complete the limestone option it would be around \$22,500.00.  Limestone option has been selected as a maximum budget value. PCI Dailey will take steps necessary to reduce the cost impact of this change.  Work to commence in approximately 4 weeks after panels have been received.						
<b>Previous Meeting Minutes</b> <b>Feb 14, 2024</b> (None) <span style="color: red; float: right;">Waiting on ship date for limestone</span>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.4	38	Plaster at Ramp				Open
<b>Description</b> Plaster at ramp will be limestone match color throughout all surfaces of the ramp. This work is slated to begin next week.  No stainless trim will be included at the stair (with plaster continuing to the stair riser), however the stainless steel trim wall follow the ramp at an approximate 1/2" level off finish floor elevation.						

**Schedule & Site Progress**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Schedule				Open
<b>Description</b> HVAC and Plumbing work required for units is being completed. Rooftop unit was set in place this morning  Final drywall areas continuing to be completed.  Elevator company set to begin work next week. (TBD) Still waiting on elevator company to announce installation date  Concrete polishing underway. Floor polishing will be completed by Thursday. Floor will be sealed to reveal its final color on Friday  Ceiling painting complete.  Plaster work and trim to begin Monday.						
<b>Previous Meeting Minutes</b> <b>Feb 14, 2024</b> (None)						

## Financials

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Billing				Open
<b>Previous Meeting Minutes</b> <b>Feb 14, 2024</b> Billing has been signed by MCD and sent to the Library for processing.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.2	9	Contingency / Allowance Review				Open
<b>Description</b> Contingency CCO #1 to be signed.  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 new work.</li> <li>• Added Undercabinet Lighting - See above</li> <li>• Added Limestone Work - See above</li> </ul>						
<b>Previous Meeting Minutes</b> <b>Feb 14, 2024</b> (None)						