

**PHASE 3 RENOVATION**

**UPDATE:**

**April 2024**

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## Phase 3 Updates: March 2024

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Because the Merrill Street entrance is closed, visitors will need to continue entering the library via the ramp at the north entrance at the corner of Bates and Martin Streets. The curbside dropbox will remain available on Martin Street until the Merrill Street entrance reopens in June.

Our Open House scheduled for May 18 has been postponed until Sunday, September 15, 2024, from 1:00 to 3:00 p.m.

The reopening has been delayed because we encountered an issue with the entry stairs. At a recent Owner/Architect/Contractor meeting, City of Birmingham Building Official Bruce Johnson expressed concerns with the quality of finishing on the new cast in place concrete steps at the entrance. Building Inspector Mike Morad found that a few steps were higher or shallower than allowed by code. While the amount is minimal, this caused the stairs to be non-compliant with the ADA building code.

To address this issue, the staircase has been redesigned and will now feature ten shorter and deeper steps without a landing. This change necessitates the removal and reconstruction of the existing stairs and handrails. Our construction firm estimates this process will take approximately 8-9 weeks. Our construction firm and architects are assuming the total costs associated with repairing the staircase. We do not anticipate any other construction related delays in the next two months.

Starting this weekend, library visitors may utilize our new outdoor plaza at the corner of Bates and Merrill Streets. The construction fence has been removed, new exterior plaza furniture will be in place, and landscaping and plantings are in progress. The parking spots, sidewalks, and new plaza along Bates and Merrill are now accessible and open to the public. However, the main building entrance on Merrill Street will remain closed and inaccessible until the stairs are completed in June.

In the last month, many parts of the project have been completed:

- Elevator passed state inspection
- Lighting installation was completed
- Automatic entry doors installed
- All windows installed
- Millwork installation
- Nanawall electric operating system installed
- Interior glass walls and doors installed
- Drywall and painting completed
- Carpet installation completed

- HVAC system installed and tested
- Damaged sidewalk squares removed and poured

### **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	-\$17,475
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
Alternate lighting in vestibule	-\$624
Information desk revisions	-\$5,700
Restroom painting	-\$850
New Non-fiction wall painting	-\$272

*The amount remaining in the contingency is \$40,008.*



Vending café millwork in progress





Automatic sliding doors installation in new vestibule



Handrail installation on new ramp





View of new information desk and entry staircase from book sorter room



View of addition exterior from corner of Merrill and Bates





View of new front entry doorway and signage



New outdoor plaza landscaping in progress





Tile selection for new staircase



View of new book sorting room





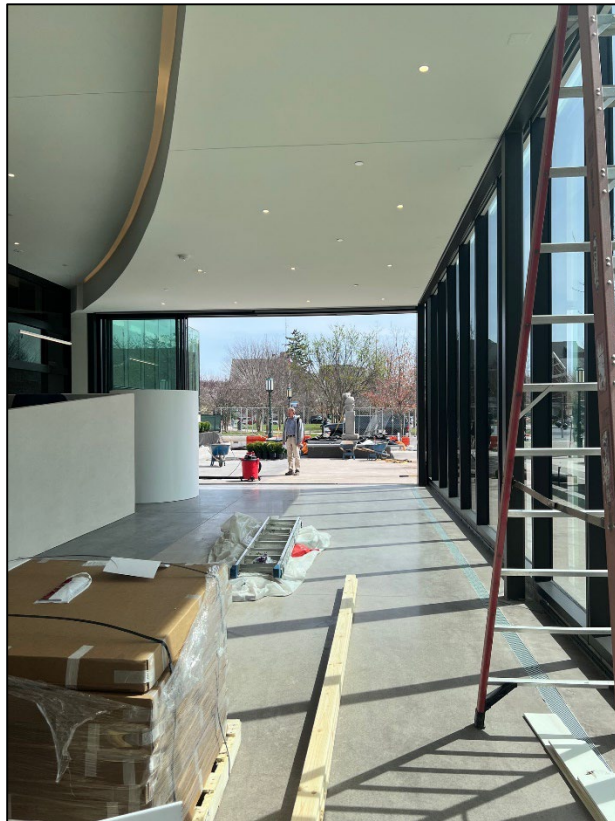
View of entry to book sorting room



View of new book sorting room from new information desk



View of new information desk

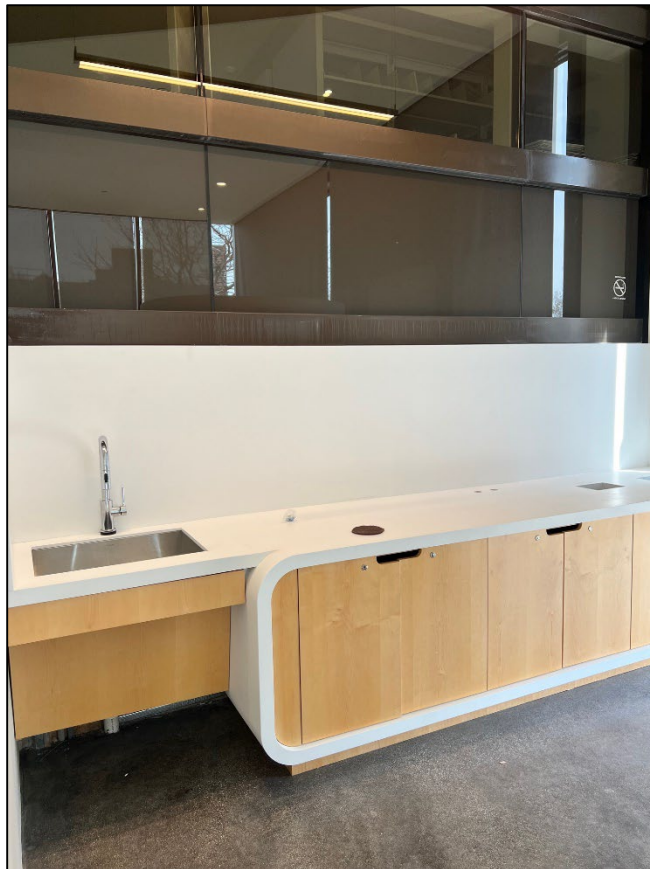


View of outdoor plaza from indoor café space with Nanawall open





View of café counter with outdoor plaza in the background



View of new vending café counter





View of entry elevator doorway



View of new book return slot outside front entry



View of new Hornbeam tree and addition

## 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>

<b>Deduct alternates*</b>			
Skylight	\$	239,030	Remove
Friends counter	\$	5,300	Keep
Study rooms	\$	34,730	Keep
Light cove	\$	11,450	Keep
Snow melt	\$	85,110	Keep

<b>Budget Approvals</b>			
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

<b>Additional Trust Funds Available</b>			
<b>Trust</b>			
Van Dragt Donation	\$	74,909	
General Spendable Funds	\$	484,152	
Building Funds	\$	366,637	
<b>TOTAL</b>	<b>\$</b>	<b>925,698</b>	
Trust funds used for project	\$	(561,992)	
Remaining funds after project	\$	363,706	



## 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>\$ 2,789,985</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		
Pay Application #10		\$ 163,092		
<b>Architectural Fees</b>	<b>\$ 264,000</b>	<b>\$ 263,000</b>	<b>\$ 264,000</b>	
Fees paid through March 2024		\$ 263,000		
<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>\$ 77,042</b>	<b>\$ 37,958</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 Access Services Work Desks	\$ 2,812			
3 Umbrellas with stands	\$ 8,182			
Mural in café	\$ 12,000			
6 outdoor tables with 24 chairs	\$ 19,295			
10 white square indoor tables	\$ 4,740			
6 Sample chairs	\$ 686			
75 indoor chairs	\$ 7,653			

<b>Furniture Moving</b>	\$	<b>5,000</b>	\$	-	\$	<b>5,000</b>
<b>Signage made by Idea Lab</b>	\$	<b>1,000</b>	\$	<b>1,000</b>		
<b>Endowment plaque installation</b>	\$	<b>1,750</b>	\$	-	\$	<b>1,750</b>
To be installed by Millwork contractor	\$		\$	-		
<b>Siberian Ram sculpture relocation/storage</b>	\$	<b>19,800</b>	\$	<b>14,473</b>	\$	<b>14,850</b>
Deposit - 5/30/23			\$	3,400		
Removal fee - 6/10/23			\$	4,273		
Storage fee			\$	1,250		
Reinstallation fee			\$	5,550		
<b>Sorter Relocation</b>	\$	<b>50,000</b>	\$	<b>65,000</b>	\$	<b>(15,000)</b>
<b>TOTAL</b>	\$	<b>4,152,992</b>	\$	<b>3,344,932</b>	\$	<b>4,099,124</b>
			\$		\$	<b>53,868</b>

<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		\$	(17,475)
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)
Information desk revisions				\$	(5,700)
First floor restroom painting				\$	(850)
New Non-fiction wall painting				\$	(272)
Alternate lighting in Vestibule				\$	(624)
	\$	141,966	\$	40,008	\$ (101,958)

Updated 4/11/2024



**Current Contingency / Allowance Expenditure 04-10-23**

Allowance Description	Starting Balance	Usage	Amount Remaining	Reason for Usage
Contingency	\$ 141,966.00	\$ 98,737.25	\$ 43,228.75	Millwork Field Changes / Requests
Layout / Testing	\$ 29,200.00	\$ 24,785.00	\$ 4,415.00	Testing and survey companies, Restaking for Building
Temporary Fencing	\$ 15,536.00	\$ 15,536.00	\$ -	Jersey Barriers w/ Fence Panels and Screen
Temporary Ramp Maintenance / Repairs	\$ 15,000.00	\$ 9,447.00	\$ 5,553.00	Temporary ramp, concrete, and required removals
Additional Demolition Related to Field Conditions	\$ 10,000.00	\$ 10,000.00	\$ -	Ceiling removal, column rerouting, ceiling height differential, additional found remov
Coordinating Shoring between trades	\$ 3,500.00	\$ 3,500.00	\$ -	Additional shoring rentals
Removal of bad soil & import sand for steps	\$ 4,100.00	\$ 4,100.00	\$ -	Repair of sanitary line / drain tile through foundations
Winter Conditions for Concrete	\$ 31,875.00	\$ 31,875.00	\$ -	JJ Barney Winter Conditions Usage
Remove Dampproofing off foundation	\$ 5,000.00	\$ 5,000.00	\$ -	Dampproofing removal at exposed areas, added wall prep work for limestone
Power Wash exposed foundation walls-Sealer	\$ 3,000.00	\$ 3,000.00	\$ -	
Misc. Masonry/Limestone Repairs	\$ 7,500.00	\$ 7,500.00	\$ -	Foundation wall cut back at Ramp Area, misc touch ups
Misc. structural & Other Fabr not detailed	\$ 10,000.00	\$ 10,000.00	\$ -	Demo of column and horizontal members per RFI 16, anchor bolt extensions
LULA Elevator SWL Lifting Beam	\$ 9,000.00	\$ 9,000.00	\$ -	Savs Hoistbeam, angle installation for glass, and poke throughs for blinds
Shop Drawing Revisions - Millwork	\$ 5,000.00	\$ 5,000.00	\$ -	Reworking brackets and friend's changes
Rework existing glass for Book Sorting	\$ 4,500.00	\$ 3,106.00	\$ 1,394.00	Glass film for staff workroom door, Added grilles for Staffworkroom for sound
Misc. Patching / Ceiling Repairs / Access panels	\$ 12,000.00	\$ 4,706.00	\$ 7,294.00	Additional work for Staff Work room ceilings
Alternate Schluter May Be Required	\$ 3,000.00	\$ 2,004.00	\$ 996.00	Alternate schluter trim per approved sample
Flooring	\$ 4,034.00	\$ 4,034.00	\$ -	
Touchup Painting	\$ 3,000.00	\$ 3,000.00	\$ -	
Bondo and Painting of Columns	\$ 2,000.00	\$ 2,000.00	\$ -	
Exterior Signage	\$ 6,000.00	\$ 6,000.00	\$ -	New Exterior Signage for South Face of Building & removal of existing
Install carpet in elevator (Not Indicated)	\$ 600.00	\$ 600.00	\$ -	
Additional Sprinkler Heads / Rework for Design	\$ 2,000.00	\$ 995.00	\$ 1,005.00	Modifications of lines for Friends
Nanawall drain tile work - To Be Designed	\$ 5,000.00	\$ 5,000.00	\$ -	6A stone for drainage & waterproofing
Possible Sump Pump Requirement for LULA	\$ 15,000.00	\$ 14,381.03	\$ 618.97	Basement drainage, Exterior concrete repairs, Boiler Changes
Shift work in Youth Area, Tracing Circuits	\$ 5,000.00	\$ 3,636.60	\$ 1,363.40	Additional can lighting for staff work room 110
Crawl to Overhead determination	\$ 2,500.00	\$ 2,500.00	\$ -	Misc electrical work
Security LV Allowance	\$ 5,000.00	\$ 5,000.00	\$ -	Additional coordination and pathways, etc
Engineering for Flagpole if Needed	\$ 1,000.00		\$ 1,000.00	
Book Return / Bike Racks	\$ 4,050.00	\$ 4,050.00	\$ -	Book return and Bike Rack
Temporary Partitions & Protection	\$ 38,254.00	\$ 38,254.00	\$ -	Temp walls and protections
Temporary Heat	\$ 15,000.00	\$ 14,740.00	\$ 260.00	
	\$ 418,615.00	\$ 351,486.88	\$ 67,128.12	



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

## BPL Phase 3 OAC Meeting Agenda: Meeting #42

**Meeting Date** Mar 20, 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 Bruce Johnson Jeff Zielke Kristen TAit	ss@mcdarchitects.com
Paul Danko	PCI Industries, Inc.		pdanko@pcidailey.com
Tyler Wilson	PCI Industries, Inc.		twilson@pcionesource.com

### RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	42	Millwork Reception Desk Modifications				Open
<b>Description</b> Reception desk top was recommended to be modified. The reception desk top is mocked in place downstairs.  If the top was to be modified in the way suggested, it will create a structural imbalance which will need to be rectified.  The millworker is here to discuss with the team. <div style="color: red; margin-left: 400px;">             A knee hole will be cut out from the new circulation desk. Millworker will add a pole/post for support under the counter.              A modesty panel will be added to the lower side of the circulation desk.           </div>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.2	42	Grille for Outside Air at Book Drop				Open
<b>Description</b> Propose moving the sandstone grille to the exterior limestone in lieu of the concrete foundation due to the profile difference.						

### Procurement / Long Lead Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	40	Nanawall				Open
<b>Description</b> Locking bar ETA is 4/16. Working to better this timeline.						

<p><b>Previous Meeting Minutes</b>  <b>Mar 13, 2024</b>                  Owner's training occurred on 3/14.</p>
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**Owner / AE Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Permit Status / City Reviews				Open
<p><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.</p>						
<p><b>Previous Meeting Minutes</b>  <b>Mar 13, 2024</b>                  (None)</p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	42	Spandrel Glass Change				Open
<p><b>Description</b>                  Pricing was received but was fairly high ~13k.                  Attempting to work with contractor to better these costs.                  Should another vendor be contacted? This will result in a different warranty holder for this area of work.</p>						
<p>Tyler will look into other solutions, including:                  - apply a vinyl film                  - remove existing white glass, sand blast the back of the spandrel glass and paint it black, then reinstall                  - ask for quotes from other glass companies</p>						

**Schedule & Site Progress**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Schedule				Open
<p><b>Description</b>                  HVAC and Plumbing work required for units is being finalized and start-ups are underway.                  Final drywall areas continuing to be completed periodically.                  Elevator inspection currently being scheduled for month end <sup>3/27</sup>. Elevator contractor will return approximately 1 week prior to complete work and run tests.                  Painting and handrail work scheduled for next week.                  Glazing work is ongoing.                  Exterior limestone work underway. <b>completed</b>                  Roofing/siding work is ongoing.                  Exterior concrete repair scheduled for next week. <sup>3/25</sup></p>						
<p>MCMI is completing controls work today.                  Fire alarm pre-test was held on March 19                  Finishing handrail today                  Sealing trim outside this week                  Installing interior glass walls tomorrow                  Installing exterior book drop glass on Friday                  Installing concrete sealants next week on 3/27                  Installing front doors today                  Millwork is ongoing                  Carpet installation starts March 25                  Final inspections begin on April 3                  Exterior landscaping will begin end of April                  Stairway imperfections will be addressed next Wednesday</p>						
<p><b>Previous Meeting Minutes</b>  <b>Mar 13, 2024</b>                  (None)</p>						

**Financials**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Billing				Open
		<b>Previous Meeting Minutes</b> <b>Mar 13, 2024</b> <i>(None)</i>				

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.2	9	Contingency / Allowance Review				Open
		<b>Previous Meeting Minutes</b> <b>Mar 13, 2024</b> <i>(None)</i>				





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## BPL Phase 3 OAC Meeting Agenda: Meeting #43

**Meeting Date** Mar 27, 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		Jaclyn Miller Rebekah Craft Frank Pisano Bruce Johnson Mike Morad	ss@mcdarchitects.com
Paul Danko	PCI Industries, Inc.		pdanko@pcidailey.com
Tyler Wilson	PCI Industries, Inc.		twilson@pcionesource.com

### RFIs

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.1	42	Millwork Reception Desk Modifications				Open
<b>Description</b> New panel for skirting being sourced/fabricated by millworker. Wider bottom cubbies in fabrication by millworker. Millworker to field cut reception desk to allow for high seated area. <span style="color: red; float: right;">Grommet locations have been finalized Printer cabinet will need a hole cut in back to fit the printer.</span>						
<b>Previous Meeting Minutes</b> <b>Mar 20, 2024</b> Revised sizing direction issued in field for added cutout. Additional panel requested to hide receptionist legs. Proceeding based on field direction. Costs will be quantified and deducted from remaining contingency.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
1.2	42	Grille for Outside Air at Book Drop				Open
<b>Description</b> New grille ordered and will arrive within 1 week to be flush with exterior limestone. Once it arrives, the existing grille will be swapped.						
<b>Previous Meeting Minutes</b> <b>Mar 20, 2024</b> New grille ordered and will arrive within 1 week to be flush with exterior limestone. Once it arrives, the existing grille will be swapped.						

**Procurement / Long Lead Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
2.1	40	Nanawall				Open
<b>Description</b> Locking bar ETA is 4/16. Working to better this timeline.						
<b>Previous Meeting Minutes</b> <b>Mar 20, 2024</b> (None)						

**Owner / AE Items**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Stairs				Open
<b>Description</b> Issue noticed with stair compliance on 2nd from top step. Solutions and further discussion to take place downstairs with J.J. Barney, concrete company.						
<b>Previous Meeting Minutes</b> <b>Mar 20, 2024</b> Issue noticed with stair compliance on 2nd from top step. Solutions and further discussion to take place at next week's meeting with concrete contractor.						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	42	Spandrel Glass Change				Open
<b>Description</b> Pricing was received but was fairly high ~11.5k.  Glazing is approximately 6 weeks from order.  A local mfg can provide these units ~8.5k but they will not have the toggle system and will be structurally caulked in place. Timing will cut near half in terms of lead time.  Pricing is being acquired from another vendor for the local option. <i>Once the pricing is returned, we will discuss whether or not to make this change.</i>						
<b>Previous Meeting Minutes</b> <b>Mar 20, 2024</b> Additional vendor quoting work. Pricing was reduced approximately 15% from previous quote after further discussion from vendor.						

**Schedule & Site Progress**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Schedule				Open
<b>Description</b> Carpet has been installed.  HVAC and Plumbing work required for units is being finalized and start-ups are underway. <i>Inspections will take place next week.</i>  Final drywall areas continuing to be completed periodically.  Elevator inspection currently taking place. Phone line will be needed prior to inspector releasing elevator and certifying usage.  <i>Phone line was installed this morning and inspection is taking place at noon today.</i>						

<p>Exterior letters being installed this week.</p> <p>Glazing work is ongoing inclusive of trims.</p> <p>Exterior concrete repair later this week. <i>will be poured tomorrow</i></p> <p>Roofing/siding work is ongoing.</p> <p>Exterior sealants are late this week/next week. <i>This is the caulk between the concrete slabs on the sidewalk and patio</i></p> <p>Landscaping work to begin next week.</p>
<p><b>Previous Meeting Minutes</b>  <b>Mar 20, 2024</b>  <i>(None)</i></p> <p><i>Bronze break metal is being installed around the exterior windows and in the canopy of the exterior entryway.</i>  <i>Final electrical is being installed.</i></p>

**Financials**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Billing				Open
<p><b>Previous Meeting Minutes</b>  <b>Mar 20, 2024</b>  <i>(None)</i></p>						

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.2	9	Contingency / Allowance Review				Open
<p><b>Previous Meeting Minutes</b>  <b>Mar 20, 2024</b>  <i>(None)</i></p>						

*The floor register tiles in the addition will need to be epoxied to stay securely in place.*  
*Issues with the glycol percentage in the new snow melt system boiler will need to be addressed with engineering. More details once this is resolved.*





Steve with MCD provided a sketch with sloping steps to achieve the required elevations to keep the landing/handrail and not incorporate an additional step.  
 Bruce determined that the step would be needed (eliminating the landing) due to code interpretation and to avoid any potential hazards or issues in the future with patrons.  
 The team will further discuss at next week's meeting how to best address this area as well as time impacts observed due to this change and create a pathway forward.

Steps will be tiled with a contrasting color for the nose piece, most likely something silver or stainless steel to contrast with the dark gray floor.

The stair rise will be about 6.4" and the run will be about 14" - a very gentle staircase

It will take about 9 weeks for the stairs to be remedied.

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	44	Floor Grilles				Open
<p><b>Description</b>                      We are looking into the costs of a flanged floor grille for the heating element for the cafe. Using flanged floor grille instead of epoxy so there is no charge for this change.                      These are designed for foot traffic and will be a better finished product in the space.</p>						

**Schedule & Site Progress**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Schedule				Open
<p><b>Description</b>                      Wrap ups of various items underway.                      Final drywall areas continuing to be completed periodically.                      Exterior letters have been installed.                      Glazing work is ongoing inclusive of trims.                      Roofing/siding work complete this week.                      Exterior sealants are weather dependent.                      Landscaping work to begin this week.</p> <ul style="list-style-type: none"> <li>• Tree grates &amp; trees, bench top, and dirt for planters</li> <li>• Other plantings are not yet in season.</li> </ul> <p style="color: red;">The tile to carpet transition will be adjusted once the stairs are poured, so that the flooring transitions are smoother.</p> <p style="color: red;">The elevator has been partially approved. A second date will be scheduled to finish up the minor signage issues with the elevator.</p> <p><b>Previous Meeting Minutes</b>                      Mar 27, 2024                      (None)</p>						

**Financials**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	9	Contingency / Allowance Review				Open
<p><b>Previous Meeting Minutes</b>                      Mar 27, 2024                      (None)</p>						



**PCI Industries, Inc**  
 21717 Republic St.  
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**Project: GC-2304-007 Baldwin Public Library**  
 300 W Merrill St  
 Birmingham, Michigan 48009

## BPL Phase 3 OAC Meeting Agenda: Meeting #45

**Meeting Date** Apr 10, 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		Mike Morad Bruce Johnson Frank Pisano Kristen Tait	ss@mcdarchitects.com
Paul Danko	PCI Industries, Inc.	Jaclyn Miller Rebekah Craft	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	Assignment	Due Date	Priority	Status
2.1	40	Nanawall				Open
<b>Description</b> Locking bar Ship date is 4/16. Locking bar to arrive approximately 4/27.						
<b>Previous Meeting Minutes</b> <b>Apr 3, 2024</b> <i>(None)</i>						

### Owner / AE Items

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Stairs				Open
<b>Description</b> Give back space was determined, with addition being off limits. Work will take approximately 8 weeks once approved design and materials are confirmed, depending on availability.						
10 steps will be the direction forward.			Steve will detail the rest of the staircase design. Group reviewed tile samples after the meeting and Steve selected the top tile for the stairs. Steve will check with manufacturer to make sure the tile is in stock for the installation.			
Update on design?						

<p><b>Previous Meeting Minutes</b>  <b>Apr 3, 2024</b>                  Give back space was determined, with addition being off limits. Work will take approximately 8 weeks once approved design and materials are confirmed, depending on availability.</p> <p>10 steps will be the direction forward.</p>
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No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
3.2	44	Floor Grilles				Open
			<p><b>Description</b>                  Flanged floor grilles are ordered and will be installed when they arrive in approximately 4 weeks.</p>	<p>These flanges will have a 3/4" lip on the grates and will help to cover up some of the concrete chipping and the gaps around the floor grates.                  The register will be slightly raised, but all is compliant with code.</p>		
			<p><b>Previous Meeting Minutes</b>  <b>Apr 3, 2024</b>                  Flanged floor grilles are ordered and will be installed when they arrive in approximately 4 weeks.</p>			

**Schedule & Site Progress**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Schedule				Open
			<p><b>Description</b>                  Final clean complete. Various spot cleaning underway.</p> <p>Wall removal and patch/paint process underway.</p> <p>Temporary wall/enclosure underway.</p> <p>Glass door and glass completion work underway.</p> <p>Exterior Barricade pick up is Friday. <b>Cones will be placed on Martin St. for the concrete dumpster.</b></p> <p>Exterior sealants are underway.</p> <p>Landscaping work underway. <b>Stair demolition begins Thursday, April 11.</b></p>			
			<p><b>Previous Meeting Minutes</b>  <b>Apr 3, 2024</b>                  (None)</p>			

**Punch List**

No.	Mtg Origin	Title	Assignment	Due Date	Priority	Status
5.1	45	Punch List				Open
			<p><b>Description</b>                  Items we are aware of or are already in progress:</p> <ul style="list-style-type: none"> <li>• Soft close hinges for cabinet doors/drawers</li> <li>• Seam corrections at Cubby millwork</li> <li>• Cafe countertop completion</li> <li>• Coverplate painting at block wall under glass</li> <li>• 2 Sprinkler head covers at vestibule and high ceiling</li> <li>• Exterior landscaping / sprinkler</li> <li>• Honeycomb fills at planter bench seating</li> <li>• Interior slab patching at doors</li> </ul>			

- Nanawall Locking Trim
- Patch/paint at bottom of book drop
- Caulk at top of glass between stair and elevator
- Remove Temp walls & patch/paint