



Board of Trustees Meeting
Monday November 3, 2008 8:30 a.m.

MINUTES

President Burtch called the meeting to order at 8:37 a.m.

IN ATTENDANCE

BOARD MEMBERS: John Burtch, Bryce Kurfees, John Magill, Charles Motil, Brian Perera and Amy Sharpe

ALSO PRESENT: Ann Moore, Director; Kate Porter, Assistant Director; John Forgos, Owner's Representative; Ruth McNeil, Community Relations Manager; Nancy Roth, Administrative Secretary

Motil noted that he will have to be excused in the middle of the day for a couple of hours due to a speaking engagement.

REVIEW OF INTERVIEW PROCESS

Burtch said that he would like to ask Sharpe to lead off discussions with the candidates since she conducted the telephone interviews with the client libraries. He said that he would prefer for the candidates to do most of the talking.

Magill asked how the decision making process would work. He said that the Board should agree on some process. He asked if the Board was planning to do rankings after the interviews and make a selection today. Forgos said that this should be done today. Magill said that a ranking should not assume the outcome of a vote. He said that the Board should have a roll call vote.

Kurfees asked what the plan would be if there were two even candidates. Burtch said that in that case, the Board may have to do a further evaluation and discussion. He noted that the ranking is important because if the library is unable to come to terms with the first candidate, the law requires that the second ranked candidate be contacted for negotiations.

Kurfees noted that there is less need to hit the May ballot target. He said that further examination of the candidates could take place if necessary. Burtch said that this was true since the City and the Schools will have no items on the November ballot. Moore said that it seemed that the library issue might be a political football if on the ballot in the fall due to several city council seats being up for election.

Kurfees asked if there was a particular flow of questions planned. Sharpe said that a free-flowing conversation usually provides more information than a structured one. Magill said that he would like to propose three questions be asked of each candidate by someone. The questions he suggested are as follows:

1. What is the candidate's experience in working with an owner's representative?
2. What are the key aspects of UAPL that seem most important to the candidate?
3. What are the roles and relationships within the firm? How do they work as a group – communal and collaborative or linear?

Motil said that he would like any Board member to ask any question that they might have without constraint. Forgos said that the four candidates had already been vetted, so their qualifications should not be an issue.

NOTE: The following represent a summary of the interviews with the four candidates without attribution of their comments. Questions from the Board Members and the responses from the candidates will also be summarized without attribution. Likewise, discussions among the Board members between presentations will be summarized without attribution.

ACOCK ASSOCIATES

Presentation Team: George Acock, Design Architect
Pete Confar, Project Manager
Dave Lee, Architect & On-site contact person
Mitch Acock, Architect & Cost estimator
Susan Studebaker, Library Consultant

SUMMARY

- Group has worked together for many years.
- Identified basic challenges to the project
 - Need for expansion
 - Limited site expansion options
 - Need for a workable budget promptly
 - Tight construction constraints
 - Planning for continuous operation during construction
 - Continuous use of Northam Park
 - Limited funds require responsible use of funds
- Looked at alternative views
 - Library is really a library in the park which is rather unusual.
 - Therefore, avoid development to the street
 - Urban expression is inappropriate
 - Problems with flexibility due to current load-bearing walls

- Possible expansion within the park
- Use of sustainable principals
- New construction offers more options
- New entrance would become focal point
- Current building has confusing pathways
- Need for a flexible building with large uninterrupted spaces
- Two story addition to the East would provide space for Information Services, Adult Services and Youth Services
- Patrons must feel comfortable in space
- Adult stacks need wider aisles
- Information Services/Reference should be near gathering space
- Meeting spaces located near main entry
- Media, Young Adult and Technology Center on second floor of addition
- Staffing functions move to lower level
- Work schedule for firm dovetails with start of our UAPL project
- Nearing completion of OSU Thompson library
- Construction administration
 - All principals live within 4 miles of library
 - Multiple weekly site visits planned
 - Medium sized firm
 - Cost estimates are tools for client to help decide where to invest money for best return
 - Sustainable design includes operational costs/savings
 - Would general images to use for bond campaign

QUESTIONS & ANSWERS

Q: How will the library work in design process?

A: Studebaker and Confar would work with staff. George Acock would be producing drawings and 3-D images based on design decisions. Mitch Acock would be responsible for programming beyond creation of a spreadsheet. Group would work back and forth to refine the design. Goal would be to hone in on choices that reflect the strategic plan. Group, including library representatives, will have to harvest ideas. Not every system or procedure will move forward into the new space. Library must be patron focused, not staff focused.

Firm has some experience in the library world, but not everyone in the firm has to be a library “expert.” Firm works well with Studebaker as library consultant.

Q: The library has created an aggressive timetable. How do you create a cost estimate when you don’t know what the building will look like?

A: A low range for the expansion would be about \$11,000,000. A bar addition eliminates risk which eliminates cost. Risk involved in remodeling increases

cost. There is a ceiling on the amount of money that should be devoted to the project, based on other projects throughout the country.

Q: Is our schedule realistic? Can you provide an estimate within a couple of weeks?

A: Cost projection can be done. Firm's good relationship and communication with contractors will help to generate figures quickly.

Q: What does library need to do to help?

A: Availability of decision-makers is critical when the timeframe is compressed.

Q: Does the whole Board need to be available?

A: No, one person delegated to communicate and coordinate with the others.

Q: Do you normally work with Owner's Reps?

A: Firm has worked both with and without Owner's Reps. The firm has no preference. Key library group would be the Director, Owner's Rep and a Board representative.

Q: The idea of a bar-type addition to the east is an attractive solution, but is it within the library easement?

A: No. Land would have to be obtained from the city.

Q: When the 1987 addition was done, there were no ADA requirements, no internet and other technology. How do you plan for things that we might not see coming today and still ensure efficiency in the future?

A: If there is the luxury of a new addition, it will be easy to allow for future trends and technology. A retro-fit is harder. The key in either case is to plan for easy access to utilities and flexible spaces. The simpler a building is the more flexible it is.

Q: Is the project large enough to hold your attention?

A: As a consumer of services from the firm, Studebaker confirmed that the firm did not abandon or loose focus on any project if something else came along. The same key people involved in the OSU Thompson library since 2002 are still on that time. Projects don't loose key people as they cycle in and out. The firm is big enough to do the job, but not so big that they have to chase work in order to sustain the size of the firm.

Q: What are key aspects of UAPL that should be incorporated into the design as a library system?

A: Family and community are at the core of the library service. Library needs to be open and welcoming to all elements. It will act as a hub of the community and collaborative spaces are important for patron use. Library has an opportunity to become something larger than itself; to meld with the park, the school and the larger community.

Q: Other finalist candidates have designed many more libraries than Acock. The final result has to be state of the art. How will you deal with the operational aspects of a library?

A: Thompson Library will be the cutting edge library in the state of Ohio when it opens, perhaps in the nation. That space has been designed to be adequate for the next 50 to 100 years. There are similarities to that project in that those patrons also look to the library to serve as a gathering space. Project will require working with staff and Board in order to determine what elements are essential to the project. The firm has to listen to what the library says, but the library has to talk to the firm about what is important to have as part of the space.

Façade of the library needs to be softened. There is lots of expertise within the library community if you listen. An architect's job is to do the research needed to find the solution to a problem. The firm can address the library's unique needs and will look creatively at options.

Q: What is the approximate square footage of the addition you showed to us?

A: The two story addition would be about 40,000 square feet.

The interview was concluded with thanks from Burtch to the Acock group. The Board members shared brief comments about the presentation. Burtch declared a brief recess before the next presentation.

HOLZHEIMER, BOLEK AND MEEHAN

Presentation Team: Dan Meehan, Architect
Peter Bolek, Architect

SUMMARY

- Background
 - Bolek is OSU grad and design principal
 - Meehan would be overall project principal
 - Firm was founded in 1976
 - Staff of 15

- Specialize in library design
 - Over 130 libraries completed
 - Creative meaningful space for patrons of all ages
 - Develop highly functional staff spaces
 - Detail buildings that are cost-effective to own and operate
 - Focus on sustainable design and energy efficiency
- Firm would program space needs with a consistent numbering system throughout the project and throughout all documents
- Conduct space needs analysis – create a chart that becomes a more condensed working document.
- Both presenters have read all the information provided by the library. Will work to help the library to take the information to the voters and City Council
- Over ¾ of the library work done by the firm is similar to this project in that it involves renovation and expansion of current buildings rather than new construction.
- There are site components that must be taken into considerations, such as the shared parking lot.
- Design process is very collaborative. Combine firm's experience with input from the client.
- Firm will help develop overall analysis including site development, permits, surveys, FF & E, etc., and will combine it with funding sources. Firm understands that Forgos will also develop a cost estimate. Budget issues must be planned for on the front end.
- Firm will develop presentation materials for bond issue and/or funding campaigns. Firm does computer modeling and 3-D mock-ups. Can also help develop hand-outs to help with a campaign.
- Will work closely with the library to develop a schedule. Firm sets milestones to keep projects on track and assess progress. Design decisions will be validated with library representatives
- Timetable is aggressive but the firm has made an internal decision to meet the needs of the library on the initial phase of the project.
- Firm has been involved in pre-bond planning. Have done over 130 libraries and have never had a project stall due to lack of funding.
- Slideshow of concept design for Stark County airport library, completed Lake County Community Library, Plain Community Library Branch and Perry Sippo Branch Library, Wooster Library and Sandusky Library Renovation
- Firm has the ability to create spaces that reference particular aspects of the community in which they are located.
- Firm does the interior design for all their own projects with many custom designs.

QUESTIONS AND ANSWERS

Q: Do you have any themes or ideas reflective of the Upper Arlington community?

A: There is an opportunity to make the library the center of the community. The area is mostly residential. There are no immediate obvious themes, but UA has had many notable residents and is in close proximity to OSU. Developing a theme is generally a collaborative effort with the individual library.

Q: What did you see as an obvious need for the library when you walked in today?

A: The space is confusing, non-intuitive and not welcoming. The adult stacks are the darkest we have ever seen.

Q: What should we NOT do as we work together?

A: We like to have a very open and collaborative approach. We do a lot of brainstorming, therefore having a small steering committee would be helpful – a combination of Board and staff. Our firm will be here a lot to meet with a smaller committee and would plan to make presentations to the full Board at milestones. There are pros and cons to having much community involvement at the present time and a building committee is generally the most efficient model to use.

Q: You emphasize the complete interior design and custom details. Is that typical of your firm and are custom furnishings more costly?

A: The emphasis on custom interiors is the result of our experiences with libraries. It can make the space more flexible and cohesive with consistent finishes throughout the building. It can help in allowing the patron to make sense of the space. Custom cabinetry is a part of all of this. Our custom furnishings often cost less than retail items. For example, we can build a custom study table for less than most vendors. It also allows the client to set the finish and scale of pieces appropriate to their location. It allows for greater flexibility.

Q: Your firm has a lot of library experience. How would you balance your time?

A: We are used to balancing our workloads. Peter has a staff of 15 architects and a few support staff that can do a very quick turn-around for design work. A balance is always tricky.

Q: James Shook is listed as the proposed project manager. Would this be his sole project?

A: He will have day-to-day responsibility for the project. A project in Roanoke is nearing the end of the design phase. Another architect would take over when for the construction phase. He will be available about the time your project would begin. One person would be assigned to the project full-time after the initial design phase.

We don't see an issue with the distance. Cleveland is only two hours from Columbus, so that feels close. Generally our travel time may be anywhere from three to four hours. We are now working in Michigan, Florida and Virginia and distance has not been an issue on those projects. When we took the firm national three to four years ago, it was because we felt we could compete regardless of the distance. We do plan to use consultants that are located in Columbus.

Q: You have seen the preliminary bubble diagram. What is your reaction?

A: We would want to have a discussion about the main level vs. lower level plan for the Children's area. Teens need to be in a cross fire area to ensure good supervision.

Q: What would your reaction be to a two-story plan?

A: It is reasonable to have two stories for a 100,000 square foot facility. 100,000 square feet is about the threshold because a one story design of that size is pretty large for patrons to negotiate easily. There are also staffing issues to consider for both options.

Q: Is our proposed timetable realistic? If you could set a timetable what would it be?

A: It is based in reality. Initial stages are very aggressive, but between now and January, we would be able to do the things that need to get done for the city council meeting. Our team is dedicated to the project; it will work. The important thing is not to lose momentum. I don't see a problem for the firm, but there could be problems on the library side. A lot of preliminary work has already been done by the library. It is important to have a good system in place and to prioritize space needs.

Q: What is your reaction to the idea to bump out the end wall in Adult Services?

A: The bump out would be easy, but it may not result in an iconic building.

Q: Have you worked with schools?

A: Yes, some the examples we showed you were school projects. We have worked with providing space for tutoring, home-schooling, etc. Our team would

want to hear ideas and needs from the Board. We don't want to bring pre-conceived ideas to the table.

The interview was concluded with thanks from Burtch to Meehan and Bolek. The Board members shared brief comments about the presentation. Burtch declared a lunch recess at 11:45 a.m.

The meeting reconvened at 1:35 p.m.

Magill made a motion to excuse Motil. Kurfees seconded the motion. VOTING AYE: Burtch, Kurfees, Magill, Perera and Sharpe. VOTING NAY: None.

K. R. MONTGOMERY

Presentation Team: Mike Montgomery, Architect
Heather Camer, Interior Design
Cara Weber, Architect
Franco Manno, Landscape Architect

SUMMARY

- Team would include some consultants based in Columbus, such as Larsen Engineering; EMH & T Civil Engineers and Landscape Architects, and Shelley Metz Baumann Hawk, Structural Engineers
- Firm's primary focus is on libraries. Stable – Most people who worked on libraries are still with the firm.
- 25 years experience, including many renovations similar in size to UAPL.
- Multigenerational firm with all viewpoints part of the firm's culture.
- Strong interior design element – seen as important to integrate this facet of a project into the overall design.
- Very financially responsible – have never had to re-bid a project.
- Examples of work provided via PowerPoint presentation.
- Like the use of glass to make the library approachable at night. Helps promote a sense of safety. Building should be a beacon at night.
- Parallel design track model
 - Site Planning
 - Building Design
 - Cost Estimating
- Would begin all three tracks simultaneously then come together in a final product.
- Would be willing to participate in community input meetings.

QUESTIONS AND ANSWERS

Q: What are your first impressions of the library and what might be done?

A: Project is similar to Plainfair Public Library recently completed. Original building is small with a wooden roof. One option would be to remove the roof over original building and make a two-story addition with steel and concrete which would be safer. There seems to be no land available for development so a one story addition might not be the right idea. A two story addition allows for more options to be considered. Main entry could remain the same.

Once an addition is much over 40,000 square feet, a two-story addition should be considered. Operational efficiency suffers if the building is too strung out. One downside is that one view would be over the dock area in the rear, but that is not really a huge problem. Plan would allow for Tech Services to be moved out of the basement. A two-story addition on the west side of the building would give the library more presence at street level on Tremont and Northam.

Q: What is the process when you start to work with a library?

A: We suggest working with a smaller group with regular meetings. We propose meeting every two weeks with staff for input. We would continue to refine the design based on feedback. Montgomery and Weber would be the primary design architects involved in this process. Currently, the firm has a university project that is winding down and there are no other primary commitments. The firm does not have a principal responsible for generating more projects, so timing is more coordinated to availability.

Q: How will staffing hand-offs be handled?

A: Our other big project is in fund-raising mode. It is hard to say how long it will take for that project to be funded. Tom Montgomery handles creation of construction documents. Mike Montgomery would be the primary contact. The construction administrator, Steve Fridley, will be working with the contractors and the owner's rep. About half of our projects have involved working with owner's reps. The outcome of any project depends on the quality of the individuals involved. If you have good people, you get good results.

Q: Is it possible that all three of the projects you referred to, including ours, would come to full bore at the same time?

A: In the Charleston project, we were contracted just for the design phase which is pretty much completed. The Sidney Library is launching a private fund-raising campaign which is quite likely to take a much longer time than this project.

Q: Do you assist with bond meetings?

A: Yes, we would provide visual aids and animation for use at bond meetings and public forums.

Q: When issues arise, how do we decide on a resolution to a problem? Who decides?

A: We will offer suggestions, but final decision is the client's. We used to take the approach that the library was the expert at being a library, but now with our experience, we feel we can offer experience, expertise and information that an individual library may not know.

For instance, we generally advise clients to avoid material movement systems. In your case, we would want to give you information about compact shelving as an option for some of the collection.

Q: Have you had experience with LED lighting?

A: Yes, some minimal experience in a recent project. We are interested in promoting sustainable architecture. We have designed green roofs that serve as a learning lab in the library setting.

Q: Can you project operational costs?

A: Yes. We can model savings through 3-D computer modeling. LEED process requires computer modeling to demonstrate savings over time.

Q: Do you see a use for the park in your design?

A: There seems to already be an amphitheater effect on the east side of the building. By conserving the land space by using a two-story addition on the west, you can look at options for land use to the east in the future.

Q: Why do we need more parking? Not all of the Board is in agreement with the assumption in the Planning Study that deals with parking.

FORGOS: We need to leave the parking issue alone. The project design should be such that parking can be added later if politically expedient. Handicapped parking is based on the number of slots available and the number of slots is calculated based on building size.

Q: Board was not universally accepting of the Planning Study.

A: Our goal would be to work to develop specific space needs of the library.

Q: The two-story addition with a compact shelving design seems to make sense.

A: The plan fits into the 100,000 square foot model, allowing the space to be traversed by patrons and staff more efficiently than if it were all on one level. It allows for an archival area and compact shelving that would assist in housing the large collection.

Q: How big could the collection be in a 100,000 square foot library?

A: The general rule is to figure that there are about 10 volumes per square foot. The library must determine what percentage of the space to devote to the collection, as opposed to public gathering spaces, technology spaces, etc.

Q: Does your plan allow for after hours usage of public meeting rooms?

A: It is certainly feasible to take that into consideration in the design.

The interview was concluded with thanks from Burtch to the Montgomery group. The Board members shared brief comments about the presentation. Burtch declared a brief recess before the next presentation.

JOEL SNYDER/DESIGNGROUP TEAM

Presentation Team: Joel Snyder, Architect – Planner
Jack Hedge, Architect – Design Phase
Bill Wilson, Library Consultant
Lauren Ison
Eric Lipschutz

PRESENTATION

- The team wants to work to make UAPL the best it can be. The library will receive close personal attention from the group.
- UAPL holds a special place in the UA community. DesignGroup has been involved in other library projects and municipal projects for UA. We have developed a unique team to meet the library's detailed needs.
- Wanted to construct an approach needed to fulfill the project needs.
- There are issues that the library will need to deal with over the next few days/weeks/months.
 - Bond Resolution
 - Program Scope
 - Facility Design
 - Funding Campaign
 - Establish Goals
 - Cost – benefit Analysis

- Library has a head start because there is a strategic plan in place. The team will stress efficient stewardship.
- Options for the library were not limited to those outlined in first report. It is now time to test the concepts of the earlier study.
- The space is about tradition and transition.
 - Tradition reflected by high value placed on service and strong collection
 - Transition reflected by the trends in new materials and interests of patrons.
- Public Dialog
 - We know what the public says they want, but we don't know what they are willing to fund.
 - Community must be part of the initiative.
- Cost Benefit Analysis
 - Traditional costs of furnishings, staffing, etc.
 - Also special costs such as café, technology lab, etc.
- Program/Scope
 - Need to determine with input from public. This brings the project alive with relationship diagrams showing the various departments.
 - Helps public and staff visualize the project.
- Bond resolution
 - We know the process well. We understand what the library and the city council must do and can address those needs first hand.
 - We have the advantage of understanding the library intimately. Great experience reflected in careers of Jack and Bill. We can develop the rationale behind the figures to take to Board, City Council and the public.
 - We can help develop answers to possible questions from Council and the public.
- Funding campaign
 - Once reasonable scope of the project is determined, we can develop:
 - Organizational structure
 - Financial structure
 - Schedule of various steps
 - Support materials for the public
 - Capital campaign part of the project
- Facility Design
 - Will stand back and look at options
 - Don't want to band aid the building, but develop new library for the whole community
 - Create a functional library with friendly staff that is energy efficient
 - Create value for the community
- Project implementation
 - Hard construction costs must be visible in the finished product.

- Successful projects come from a constant testing of goals and assumptions. We could start on Wednesday (November 12th assumed).
- Functional phase-in plan would keep the library open during the project.
- Step 1 & 2 are done and Step 6 is very close to completion. The intervening steps would need to begin soon.
- The three firms represented by the team form a unique team with
 - Continuity
 - National Library Experience
 - Local sensitivity and Familiarity
 - Experience as a team
 - Understand library operations
 - Developed staff rapport over the past 11 months
 - Can provide cost-benefit analysis
 - Can provide comprehensive approach
 - Close personal attention
- Libraries are unique institutions that are available to everyone all the time. The world is flat as demonstrated by the current economy and the visit of the African librarians to UAPL.

QUESTIONS AND ANSWERS

Q: Do you have recommendations for the client structure?

A: We would work with interactions with the Board. We would meet with staff and Board and build consensus with a series of meetings. Jack Hedge will lead all meetings. Eric Lipschutz would attend all meetings. We would expect the client group to include a group of trustees, staff, administration and managers.

We can do computer modeling right away to assist in visualization. We will have a large planning wall so that meetings are scheduled out and known to the group well in advance.

Q: This seems like a large group. Is that realistic?

A: There are ways to handle that. The groups may change during the process. We may divide the questions. A representative group may work better than the body as a whole. The Board may have different questions than the staff members who may have different questions than the public.

Q: Who would be the designer of the building? What are some ideas for efficiency?

A: Jack Hedge will be the designer. The ideal is to make the space work and to get rid of what does not work. Design is not done in a vacuum, but is part of a totality.

Q: Some preliminary work has already been done. We already know what the community and staff want. What will the building look like and will the public be willing to pay for it? How tied are you to the bubble drawings of the planning study?

A: To get the space you are talking about, a two-story addition is inevitable. We will resolve the issue of the placement of the Youth Services department early on. The planning report was a test of the concept. We can't get public reaction unless they can see the plan.

The expanded scheme in the planning project was developed partly in a vacuum. The assumption was that the only land available was around the easement and the parking lot would not change. It is worth re-testing those assumptions. The park land may not be as sacred as was initially thought.

Q: How would you deal with the need for quiet space versus the need for noisy space?

A: Zoning departments and areas together helps this issue. Putting noisy next to noisy helps. We look at the relationships between departments. We would create quiet study places and group study places that may not be as quiet as the individual study areas. We will look at the dual use of some spaces.

Q: Do you have any examples of the computer modeling? Would you consider a bump out off of the end of the Adult Services area.

A: The key is to have a vertical organizing element. There are ways to make that happen. The end result must be understandable and intuitive to patrons.

There are currently areas creating inefficiencies that need to be addressed regardless of any addition. We need to look at decreasing the number of times materials are handled and use technology when appropriate.

Q: Regarding the timetable for the bond issue – can we get steps 3, 4 & 5 done before the presentation to the city.

A: The issue must be vetted with the public because questions will start to flow following the presentation to the city. We have a head start with the planning study. We have a plan for the next two weeks that would allow us to vet it with the public, stakeholders, patrons, and city administration. We can go back to sources already interviewed. We need to find out what we don't know. What is

the threshold that would be acceptable to the community? It is possible that the amount of the bond could be reduced through private funding.

Q: Can we approach city council with the study results, and agreement with the bond amount figures and say that more details will develop as the design proceeds? I have concerns about approaching the public with something very concrete in terms of sketches or mock-ups when the design is still so very preliminary.

A: We would prefer to answer that outside this forum. However, we have studied 30 recent bond issues and the normal process generally ensures better results. We would not be going to the broad community, but to some selected individuals. Council may say okay regardless, but we are in a stronger position if we have a sampling of public opinion. A bond campaign usually lasts about three months.

Q: Can we meet the accelerated timetable or should we be looking at the November ballot?

A: Parts of this can be overlapped and part of it is already done. Within two weeks we can organize a campaign structure and refine a power point presentation. What would happen if you missed the May ballot? A window of opportunity may disappear if we wait until the November elections. We feel we can meet the time challenge.

The interview was concluded with thanks from Burtch to the group. Burtch declared a brief recess at 4:20 p.m. The group re-convened at 4:30 p.m.

DISCUSSION AND RANKING OF CANDIDATES

The Board entered into extensive discussion of the four firms who had given presentations.

Resolution 27-08

SELECTING FIRM TO PROVIDE DESIGN PROFESSIONAL SERVICES AND AUTHORIZING NEGOTIATION OF ONE OR MORE AGREEMENTS FOR SERVICES

WHEREAS, the Board of Trustees for the Upper Arlington Public Library (the "Board") plans to develop a building program that is anticipated to lead to design and construction of improvements to the Library's facilities and services (the "Project"); and

WHEREAS, the Director, on behalf of the Board, issued a public announcement for professional design services and solicited statements of qualifications and proposals from qualified firms, following the qualification-based

selection process described in Ohio Revised Code Sections 153.65 through .71; and

WHEREAS, eight firms submitted information in response to the public announcement, a short list of four (4) firms was developed following an initial review and evaluation of the information, these four (4) firms were invited to make presentations to the Board; and following these presentations, the Board ranked the firms in the following order, with the firm ranked as number 1 being the firm determined to be most qualified to provide the required services:

1. Joel Snyder/DesignGroup
2. K. R. Montgomery
3. Holzheimer, Bolek and Meehan
4. Acock Associates

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees for the Upper Arlington Public Library as follows:

1. The Board hereby selects the team of Joel Snyder Associates and DesignGroup as the firm determined best qualified to work with the Board and to provide professional design services to the Board for the Project.
2. The Board authorizes its Director, working with legal counsel, to begin negotiations with Joel Snyder Associates and DesignGroup to arrive at a fair and reasonable fee for the firm's services, including developing an overall program for facilities and services, a concept for the improvements, and preliminary schedules and budget information for the Project, during the interim period between selection of the firm and funds being available to proceed with the design and construction of the Project, at which time the Director is authorized to begin negotiations of services and compensation for those services to be addressed in a more detailed agreement between the Board and the design firm. Should the negotiations not be successful, the Superintendent is authorized to give written notice to the firm that the negotiations are terminated and to begin negotiations with the firm ranked next best qualified on the list, continuing in this fashion until a fair and reasonable fee is negotiated and an appropriate form agreement reached or the Board determines to stop the process.

Sharpe made a motion to pass Resolution 27-08. Kurfees seconded the motion. A roll call vote was taken. VOTING AYE: Burtch, Kurfees, Motil and Sharpe. VOTING NAY: Magill and Perera.

Magill noted for the record that he felt that K. R. Montgomery should be ranked as #1. Perera noted for the record that he did not think that the architect contracted to do the planning study should be hired as the architect for the

expansion project. He said he had concerns about the appearance of a conflict of interest because of the possibility of creating incentive to expand the building. It was noted that the full Board did agree to proceeding with an expansion plan.

Kurfees asked if additional information would help Board members adjust to the decision. He asked if a second presentation would be helpful.

Burtch noted that he voted based on his knowledge of DesignGroup. He said that the team can give a good result and that his selection was based on total information about the team, including past experience with the library. He said that there was a clear majority and that further communication should be done after a contract is negotiated.

Magill said that he would like it to be made clear to the Snyder group that no further work is to be done on the library's behalf until a contract is in place.

BOND ISSUE DISCUSSION

The Board agreed to request a presentation from John Payne of the Baird Company about basic bond information, along with Becky Princehorn. Administration will arrange for this presentation at the November 11th Board meeting. Forgos indicated that he would have cost estimates ready for that meeting as well.

ADJOURNMENT

Motil made a motion to adjourn. Kurfees seconded the motion. VOTING AYE: Burtch, Kurfees, Magill, Motil, Perera and Sharpe. VOTING NAY: None.

The meeting was adjourned at 6:06 p.m.

John H. Burtch, President

Amy P. Sharpe