



Board of Trustees Special Meeting

Tuesday, July 20, 2010 8:30 a.m.

MINUTES

President Shape called the meeting to order at 8:31 p.m.

IN ATTENDANCE

BOARD MEMBERS: John H. Burtch, Caroline Diwik, Garret K. Scanlon, Amy P. Sharpe, Mark L. Shy

ALSO PRESENT: Ann Moore, Director; Kate Porter, Assistant Director; Kate Hemleben, Fiscal Officer; Ruth McNeil, Community Relations Manager; Sherman Wallace, Facilities Manager; John Forgos, Forgos Associates; Gail Martineau, This Week UA and Nancy Roth, Administrative Secretary.

Burtch made a motion to excuse Krista Sisterhen who was unable to attend the special meeting. Diwik seconded the motion. (**note:** Scanlon arrived after this vote.) VOTING AYE: Burtch, Diwik, Sharpe and Shy. VOTING NAY: None.

TREMONT LIGHTING PROJECT

Forgos reviewed the bid process. The bid estimate was \$190,000. The combined bids from Professional Designs, Inc., and Converse Electrical, Inc. totaled \$191,720 which is within the range for a legally successful bid. It was noted that Converse Electrical is a firm that is well known to both Forgos and Shy and that it is a well-regarded company familiar with public work projects.

Professional Designs, Inc. has been in business for about ten years and has less experience with public projects. It was noted that representatives from Professional Designs spent a lot of time in studying all aspects of the project before submitting their bid. Forgos said that Miller/Watson Architects have provided him with a letter of recommendation to accept the bid from Professional Designs. There was confidence that the company would perform well and accomplish the project successfully.

A pre-construction meeting is to be arranged with both companies, Administration, Forgos and Shy later in the week to sign contracts and to discuss the staging details. The contractual substantial finish date for the project is November 19, 2010. There was some discussion about the availability of the fixtures.

Resolution 21-10

To Award the Contract for Tremont Adult/Atrium Lighting and Control Upgrade Project

WHEREAS the Board of Trustees of the Upper Arlington Public Library advertised for bids per Ohio Revised Code 3375.41 for the Tremont Adult/Atrium Lighting and Control Upgrade Project for a 2 week period;

WHEREAS the bids were opened shortly after noon on Thursday, July 8th and publicly read.

AND WHEREAS the Board wishes to award the contracts for this work;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library, Franklin County, Ohio in accordance with the Ohio Revised Code 3375.41, does hereby award a contract for the Tremont Adult/Atrium Lighting and Control Upgrade Project to

General Trades Contract: Professional Designs Inc., 7615 Olentangy River Road, Columbus, Ohio, 43235 in the amount of \$59,720.00.

Electrical: Converse Electrical Inc., 3783 Gantz Road, Grove City, Ohio 43123 in the amount of \$131,900.00.

AND BE IT FURTHER RESOLVED that the Board of Trustees of the Upper Arlington Public Library does hereby authorize the Board President to sign the contracts with Professional Designs, Inc. and Converse Electrical, Inc. on behalf of the Board, upon review of the contracts by the library's legal counsel.

Shy made a motion to approve Resolution 21-10. Burtch seconded the motion. VOTING AYE: Burtch, Diwik, Scanlon, Sharpe and Shy. VOTING NAY: None.

AJOURNMENT

Burtch made a motion to adjourn the meeting. Shy seconded the motion. VOTING AYE: Burtch, Diwik, Scanlon, Sharpe and Shy. VOTING NAY: None.

The meeting adjourned at 8:40 a.m.

Amy P. Sharpe, President

Garrett K. Scanlon, Secretary