

CLEVELAND PUBLIC LIBRARY
Minutes of the Special Board Meeting
March 29, 2016
Trustees Room Louis Stokes Wing
12:00 Noon

Present: Ms. Butts, Mr. Seifullah, Mr. Corrigan,
Ms. Rodriguez, Mr. Hairston, Mr. Parker

Absent: Ms. Washington

Ms. Rodriguez called the meeting to order at 12:06 p.m.

Director Thomas stated that when the initial resolution regarding wayfinding, the Welcome Room and the Louis Stokes Legacy Room was introduced to the Board, it was noted that additional costs associated with these spaces, which were unknown at that time, would be brought to the Board for discussion and considered for approval. For this project to remain on schedule and not be delayed, this Special Board Meeting was necessary.

Director Thomas stated when the additional costs for the Welcome Room were reviewed by staff, it was decided that two alternatives would be presented to the Board for consideration. The Director introduced Joyce Dodrill, Chief Legal Officer, and Eric Herman, Project Construction Manager, to explain the differences between the two resolutions.

Mr. Herman showed the Board drawings previously presented to them by Karen Skunta & Company (KSCO), a subcontractor on the project.

Ms. Dodrill identified the locations of the Louis Stokes Legacy Room and the Welcome Room.

Mr. Herman explained that the Welcome Room would have a timeline of the Library's history on panels around the perimeter walls with a single multimedia station for digital information. KSCO also designed six large freestanding/permanently mounted panels/walls in the middle of the room that are meant to echo the Library's logo with colored transparent plastic fins at the top, up lit through the walls so that they can glow. Current information about the Main Library, branches,

programming and library statistics would be displayed on these freestanding walls.

Mr. Herman stated that \$70,000 is the total price for the Welcome Room; the price includes both the timeline on the perimeter walls as well as the freestanding walls with the plastic fins in the middle of the room. He then expressed concern that the Library might want to remove the freestanding walls in a couple of years to accommodate a different use of the space.

Ms. Dodrill stated that the freestanding walls are to be permanently affixed to the floor.

Mr. Herman stated that the freestanding walls are to be mounted to the floor and electrically powered so that the transparent plastic fins of the Library's logo would glow.

Mr. Herman stated that if the freestanding walls in the middle of the Welcome Room were removed from the project and the perimeter timeline was retained, there would be a deductible of approximately \$30,000 in terms of the freestanding walls, the electrical to the freestanding walls and the spot lighting fixtures above the walls.

Carrie Krenicky, Chief Financial Officer, clarified that the deductible would be a minimum of \$30,000, as exact figures have not been received.

Mr. Seifullah asked for examples of what would cause the Library to reconsider the configuration of the Welcome Room.

Mr. Herman explained that if tours for school children were conducted, could the space accommodate a class of children? However, if the inner freestanding walls were removed from the project, the space could be opened for seating, or possible use for The Peoples' University activities, for example.

Director Thomas asked that while there is a purpose to the freestanding walls that contain general information about the library, would the space be more useful in the future for a different purpose.

Lengthy discussion continued about how the Welcome Room might be used.

Mr. Corrigan referred to his recent experience in Guangzhou, China, and stated that the first floor of the library should be a space that invites and welcomes patrons and visitors continuously. Classroom visits will probably not occur twice weekly. This layout with the freestanding walls will provide a much more attractive and modern introduction to the Library and is worth doing. There is ample display space that in the future other opportunities can be discussed for those walls.

Timothy Diamond, Chief Knowledge Officer, explained his concern that the information placed on the freestanding walls is fixed and will be dated as soon as the walls are put up. Although the information can be changed, it will not be easy or inexpensive. Mr. Diamond explained that the information on the freestanding walls should have a life of approximately five years before you would want to make an investment to change it. However, the information planned for the freestanding walls is information that should be updated at least every year. In a rapidly changing environment, the Library needs the flexibility to continuously edit and update information about the organization and the services it offers.

Ms. Rodriguez stated that for the cost, this may not be a sound long term investment.

Ms. Butts asked what would be the exciting attraction to the room if the center freestanding walls were omitted.

Ms. Krenicky stated, at this point, we are paying change order pricing for these freestanding walls. As a result, no competitive pricing has been sought. That is the reason this alternative is being offered. The Board may consider it appropriate to remain flexible and wait until future decisions on the use of this space have been made.

Mr. Herman stated that the design and information have already been paid for. If it is decided to go back and do the freestanding walls a year from now, the information and layout are done.

Mr. Seifullah asked for clarification on the resolutions the Board is being asked to consider.

Ms. Krenicky stated that the first resolution is with both the perimeter walls and the freestanding walls in

the center of the room. The second resolution is having the historical timeline around the perimeter and leaving the middle space open for now.

Ms. Dodrill stated that both resolutions include all of the work that is going to be done in the Louis Stokes Legacy Room and the Gift Shop.

Mr. Seifullah stated that resolution "B" would offer more flexibility if the Library decided wanted to do something different in the future. Resolution "A" would lock the Library in for a set period.

Mr. Corrigan stated that the Library has only one opportunity to make a first impression and if it appears that the use of space is questionable, the entire investment in the project is questionable. The change of information that is semi-permanent on these freestanding walls is not \$30,000 each time. The cost would be more like \$3,000-\$5,000 each time. That expense would be worth updating our information every 4-5 years. However, the design with its layout and lighting is significant to investment in.

In response to Mr. Corrigan's inquiry about the investment, Mr. Diamond stated that this is not the way that people want to receive information these days. A static display of text and graphics about the Library's services, programs, and statistics that would remain the same for 4-5 years would be looked at once and never looked at again. Once that information is read, it is unlikely that a visitor would ever return to the room. An investment in a media wall where information is being conveyed through a large screen and the use of social media would provide more flexibility.

Ms. Butts referred to an experience at a library during her visit to China, and noted a large media screen that displayed a welcome message to Cleveland visitors to the library.

Mr. Hairston stated that static walls would not be the best way to disseminate information.

In response to Mr. Hairston's inquiry regarding a completion timeline for either alternative, Josh Herman, representative from Higley Construction, stated that this project should be completed by the end of May.

In response to Mr. Parker's inquiry about staff preference for either alternative, Director Thomas stated that staff seemed to prefer not committing to the freestanding walls, leaving the Library with more options in the future. However, Director Thomas said that the freestanding walls with the colored fins were designed in an artistic way and would be exceptionally impressive for first time visitors.

Lengthy discussion continued about the illuminating lights, the artistic value of the freestanding walls, the historical timeline, multimedia wall, time for redesigning the space, cost for the small space, cost of an interactive touch screen, and information available on the media screen.

Director Thomas stated that the Welcome Room is designed to inform visitors of the Library's long and rich history. The Louis Stokes Legacy Room would provide information on the life and contributions of Congressman Stokes.

Mr. Corrigan stated that to take the information planned for the freestanding walls out of the Welcome Room would weaken it. The question is if the expense of the freestanding walls is appropriate for what we are trying to accomplish. Mr. Corrigan referred again to the library in Guangzhou, China, and stated that the first floor space was a jewel space that opened up the history and vision of that library to visitors.

Ms. Rodriguez stated that such an investment in one room was inappropriate when the Library has other priorities which need attention.

Mr. Parker stated that if the Board decides to proceed with the freestanding walls, then he would want assurances that the staff members are prepared to make information changes in the future. A plan for updates and a budget for making the updates should be in place.

Mr. Hairston stated that any changes should be cost efficient and content oriented.

Mr. Seifullah stated that it appeared that staff was in favor of not having the freestanding walls.

Ms. Rodriguez asked each trustee to indicate their preference.

Ms. Butts stated that with resolution "B" a media screen would probably offer more flexibility for the future but was torn between the two alternatives.

Mr. Seifullah stated that his preference was resolution "B" as we could put the walls in if in the future we wanted to. However, he would like to defer to the recommendation of staff on this issue.

Mr. Corrigan stated that he believed that it was too late in the game to change the initial plans with the graphics that were previously approved and preferred resolution "A".

Mr. Hairston stated that he preferred resolution "B" with the media.

Mr. Parker stated that he preferred resolution "B" understanding that it is important to be able to change when necessary.

Discussion continued about the ease of changing the information on the freestanding walls and refinishing them.

Ms. Rodriguez stated that she agreed that the budget would have to accommodate periodic information updates for the Library to remain current. However, such expense may not be appropriate considering other priorities.

Discussion continued about staff capability to update the Welcome Room.

Ms. Butts stated that she would agree with resolution "B".

Resolution Approving Change Order #00016 To Provide Updates to Wayfinding and Exhibitory for LSW First Floor

(See pages 486-493)

Mr. Corrigan moved to permanently place this Resolution "A" on the table. Mr. Seifullah seconded the motion, which passed unanimously by roll call vote.

MOTION TO
PERMANENTLY
PLACE
RESOLUTION
"A" ON THE
TABLE
Approved

WHEREAS, On June 25, 2015, the Board of Trustees of the Cleveland Public Library authorized the Library to enter into an agreement with the Albert M. Higley Co., LLC ("Higley") for construction management services, and the Library executed the agreement on June 6, 2015 (the "Agreement"); and

WHEREAS, Pursuant to the Agreement, Higley prepared a Guaranteed Maximum Price ("GMP") Proposal in the amount of **\$3,356,247.00** which this Board approved on November 19, 2015; and

WHEREAS, On December 15, 2015, this Board adopted a resolution authorizing the Library to enter into change orders with Higley up to \$50,000, but still requiring this Board's approval for those change orders in excess of \$50,000, with a change order total not to exceed \$250,000; and

WHEREAS, As of March 22, 2016, the Library has approved \$30,993.25 for change order numbers 00001, 00002, 00003, 00004, 00007, 00008, 00009, 00011 and 0014, that were under \$50,000, increasing the GMP to \$3,387,240.25 and

WHEREAS, The Board of Library Trustees can, in its discretion, approve written change orders and subsequently amend the contract sum; and

WHEREAS, Bostwick Design Partnership, the Library's architect for the Main Library Phase 2 project has reviewed the necessity of the following and recommends acceptance as detailed in the attached:

Contractor	Change	Amount
A. M. Higley Co., LLC	#00016	\$136,429.31
This change order adds to the contract exhibitry, signage, and associated lighting which were not included in the initial scope of work.		
Total Net Increase		\$136,429.31

Now therefore be it

RESOLVED, That the above-listed change order is hereby approved with a net total increase of **\$136,429.31** to the

contract with A.M. Higley Co., LLC, with a total contract amount of \$3,523,669.56.

Resolution Approving Change Order #00016 To Provide Updates to Wayfinding and Exhibitry for LSW First Floor

Ms. Rodriguez moved approval of the following resolution. Mr. Hairston seconded the motion, which passed with five in favor and one abstention by Mr. Corrigan.

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WHEREAS, The Board of Library Trustees can, in its discretion, approve written change orders and subsequently amend the contract sum; and

WHEREAS, Library Administration has reviewed change order #00016 and desires to present to this Board the option of not including the permanent panels, except those on the perimeter of the room in the Visitors Center "Welcome" Area and moving forward with the Louis Stokes Legacy Room and the Friends Gift Shop for

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Approved

exhibitry, signage, and associated lighting which were not included in the initial scope of work, with a **minimum** savings of \$30,000 from the change order cost as originally presented, and a total change order amount not to exceed \$106,429.31; now therefore be it

RESOLVED, That change order #00016 revised as described above is hereby approved with a net total increase not to exceed **\$106,429.31** to the contract with A.M. Higley Co., LLC, with a total estimated contract amount of \$3,493,669.56; be it further

RESOLVED. The Library shall report the actual amount of change order #00016, as revised, to the Board on the next month's Board report.

Ms. Rodriguez adjourned the Special Board meeting at 12:49 p.m.

Maritza Rodriguez
President

Thomas D. Corrigan
Secretary