

AGENDA
SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Study Room

Building Committee Meeting
September 12, 2024

1. Welcome
2. Call to order and roll call
3. Changes/Additions to the Agenda
4. Minutes
 - a. July 11, 2024 Building Committee
 - b. June 24, 2024 Building Committee
5. Comments from the Public

MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
6. Old Business
7. New Business
 - a. Approve replacement of furnace (1 unit out of a total of 5 units) by Johansen & Andersen at a total cost of \$3,895 **(Action)**
 - b. Parking lot updates – Bret Mitchell **(Discussion)**
 - c. Painting updates **(Discussion)**
8. Other Business
9. Adjourn

Any individuals requiring special accommodations as specified by the Americans with Disabilities Act are requested to notify the Shorewood-Troy Public Library District Director at 815-725-1715 at least 24 hours before the meeting date.

For further information regarding this meeting agenda, please contact:
Jennie Cisna Mills, Director
Shorewood – Troy Public Library District
650 Deerwood Dr., Shorewood, IL 60404
815-725-1715, jmills@shorewoodtroylibrary.org

**SHOREWOOD-TROY PUBLIC LIBRARY
BUILDING COMMITTEE MEETING
Meeting Room A
Shorewood Troy Library,
650 Deerwood Dr.
Shorewood, IL 60404
July 11, 2024, 6:30 pm**

The Building Committee Meeting was called to order at 6:30 p.m. on July 11, 2024, by President Thomas Novinski. Roll call was conducted with all members present.

BUILDING COMMITTEE MEMBERS PRESENT:

1. Thomas Novinski
2. Karen Voitik
3. Vito Schultz

STAFF PRESENT:

1. Jennie Mills, Director
2. Cindy Norman, Finance Clerk

OTHERS PRESENT:

CHANGES/ADDITIONS TO AGENDA: NONE

APPROVAL OF MINUTES FROM THE BUILDING COMMITTEE MEETING ON JUNE 13th, 2024:
Karen moved, Vito seconded. All voted 'Yes' to approve.

COMMENTS FROM THE PUBLIC: None

OLD BUSINESS: None

NEW BUSINESS:

- a. Adler Roofing came out to evaluate the condition of the roof. Overall, the roof is in fairly good condition. There is an area in the northwest corner where the membrane has shrunk, causing it to pull away from the corner and the shingle roof tie-in. This could soon lead to tearing and create a leak. For \$1,970, Adler will come and complete the work needed to fix this area as well as clean up maintenance. The repair should take a little over half a day.
- b. Secretary Voitik moved/Vice President Schultz seconded to approve the replacement of the ejector pump in the amount of \$5,780. A roll call was taken and the motion passed with all members present voting 'yes'.

- c. Secretary Voitik moved/Vice President Schultz seconded to cap the broken light fixture and attach flood lights to the outside bricks. This work is authorized up to \$1,500. A roll call was taken, and the motion passed with all members present voting 'yes.'

OTHER BUSINESS: Bid requests for the parking lot update went out and should be back by the 18th. Bret will be able to go through them and have them graded by the 22nd and then move forward by having another Building Committee meeting on the 24th to approve.

Vice President Schultz motioned to adjourn at 6:41 pm; Secretary Voitik seconded. The meeting was adjourned. The next Building Committee Meeting will be at 5:30 pm on Wednesday, July 24th.

Respectfully submitted,

Cindy Norman, Finance Clerk

**SHOREWOOD-TROY PUBLIC LIBRARY
BUILDING COMMITTEE MEETING
Meeting Room A
Shorewood Troy Library,
650 Deerwood Dr.
Shorewood, IL 60404
June 24, 2024, 5:30pm**

President Thomas Novinski called the Building Committee Meeting to order at 5:30 p.m. on June 24, 2024. A roll call was conducted with all members present.

BUILDING COMMITTEE MEMBERS PRESENT:

1. Thomas Novinski
2. Karen Voitik
3. Vito Schultz

STAFF PRESENT:

1. Jennie Mills, Director

OTHERS PRESENT:

Bret Mitchell, Ethos Workshop Architects
Bob Stahl, Library Trustee
Paul Mills, serving as recorder

CHANGES/ADDITIONS TO AGENDA: NONE

COMMENTS FROM THE PUBLIC: None

OLD BUSINESS: None

NEW BUSINESS:

- a. **Recommend to Full Board to Authorize the Lowest Responsible Bidder Concord-OVC-JV at \$421,185** —Bret explained that, while there were 4 bids, only one met the DCEO's requirement for Minority-owned and Women-owned Business Enterprises. He sent the bid out to 100s of contractors and noted that the one contractor (Bisping) who did bid both times, raised their bid by \$40,000 between the first and second bid, probably because of the DCEO 's requirement to have MBE and WBE-included. Karen moved/Vito seconded to recommend to the full board to authorize Concord's. A roll call vote was conducted with everyone voting 'yes.' Concord should complete the project in 90-day after given authorization.

September 12, 2024

TO: Building Committee, Shorewood-Troy Library

FROM: Jennie Mills, Director

RE: Furnace Replacement

Johansen & Anderson, our HVAC service people, came on 9/3 to do the service work associated with prepping our units for the seasonal changeover. They alerted me that one of our five furnaces had rust and pinhole leaks on the heat exchanger. The unit in question has been in place since 2006 and is 18 years old. I called out two other commercial HVAC companies: Service 1 and Air Service. Both found the same issues with the heat exchanger.

Air Service thought it could wait another year before being replaced but noted that it was a carbon monoxide risk. Service 1 also noted it was a carbon monoxide risk and showed me pictures on his phone. The unit did look rusted out.

Air Service never provided me with a quote, but I did get one from both Johansen & Anderson and Service 1 (enclosed in your packet)

Johansen & Anderson was the cheapest at **\$3,895**.

Proposal Submitted To

Job Location

Company Shorewood Troy Public Library
Contact Jennie Mills
Address 650 Deerwood Dr
City, St ZIP Shorewood, IL 60404
Phone 815-725-4368
Fax/Email jmills@shorewoodlibrary.org

Job Name Furnace #3
Address
City, St ZIP
Phone
Architect
Date of Plans

We are pleased to provide you with the following proposal to replace furnace #3.
Install a new, York Y81E120D20SMP51 120,000 BTU furnace with **+80%AFUE**, single stage gas heat, direct drive "ECM" high efficiency blower motor and electronic ignition.

- Disconnect and remove the old furnace.
- Set the new furnace on the existing return box.
- Fabricate and install the required sheet metal work.
- Install the required transitional gas, electrical and vent piping.
- Connect to the existing AC system and duct system.
- Connect to the existing thermostat.
- Startup & test for proper operation.

Five Year Factory Parts Warranty. Twenty Year Factory Heat Exchanger Warranty. One Year Labor Warranty on All other Materials furnished and installed by Johansen & Anderson.

Installed Price - \$3,895.00

Price includes labor, material & permit. Sales tax or bonds if required are not included.

Please contact us if you have any questions or concerns. Thank You!

Terms. This proposal may be withdrawn by us if not accepted within **7** days. Payment shall be made **in full upon completion of work.**

Conditions. All material guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the proposed cost above. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Johansen & Anderson Inc. workers are fully covered by Workmen's Compensation Insurance. Customer signature indicates that the above prices, specifications, terms and conditions are satisfactory and are hereby accepted and that Johansen & Anderson Inc. is authorized to do the work as specified. Payment will be made as outlined above. Customer shall pay all costs and expenses incurred by Johansen & Anderson Inc. to enforce the provisions of this Agreement, including, but not limited to: (1) reasonable attorney's fees; (2) court costs; (3) witness fees; (4) expert witness costs and fees; and (5) all other costs and expenses of litigation.

Johansen & Anderson Inc. **CHRIS RAY**

Acceptance of Proposal

Date

Please print name



Joliet region
CHAMBER of COMMERCE
& Industry



Estimate # 18848

www.service1heating.com

18600 Brookforest Ave. • Shorewood, IL 60404
IL Plumbing License # 055-044049

West Suburbs (630) 922-5772
Southwest Suburbs (815) 254-1449
South Suburbs (708) 354-4699
Northwest Suburbs (847) 605-0273



Date: 9/4/2024

Name: Shorewood Troy Library

Home: _____

Address: 650 Deerwood Drive

Cell: _____

City: Shorewood

State: IL

Zip Code: 60404

Work: _____

E-mail: _____

We will furnish and install: 120,000 BTU Single STAGE 80 % Trane
PARTS AND EQUIPMENT 10 YEARS WARRANTY LABOR WARRANTY 1 YEARS

GAS FURNACE MODEL:

S8BID120M5PS

We will furnish and install: _____ TON _____ SEER 2 _____ STAGE _____
PARTS AND EQUIPMENT _____ YEARS WARRANTY LABOR WARRANTY _____ YEARS

A/C CONDENSER MODEL:

We will furnish and install: _____ TON _____ SEER 2 _____ COIL _____ COIL WIDTH _____
PARTS AND EQUIPMENT _____ YEARS WARRANTY LABOR WARRANTY _____ YEARS

We will tie into existing gas, electric and sheet metal where applicable. We will haul away old units for scrap.

- ☐ PVC Drain for A/C
- ☐ Condensate Pump
- ☐ Disconnect Box
- ☐ Thermostat _____
- ☐ Condenser Pad

- ☐ Electric Whip
- ☐ Flue Pipe for Furnace
- ☐ Ultra Violet Light
- ☐ Chimney Liner _____
- ☐ Line Sets _____

- ☐ Electronic Air Cleaner _____
Model _____
- ☐ Humidifier _____
Model _____
- ☐ Extended Warranty _____

New Trane Furnace. Cost of install \$4,662. Service fee can be credited towards install.

Service 1's Warranties and Limitations of Liability

We warrant all parts and equipment to be as described above, and in good working condition for the duration(s) referenced above, subject to the following limitations which will be strictly enforced. We also warrant that all labor will be done neatly and in a workmanlike manner. Any variations from plan or alterations requiring extra labor or material will be performed only upon written order and billed in addition to the sum covered by this contract. Agreements made with our workmen are not recognized. You agree that the parts and equipment must be inspected and maintained annually by Service 1 to maintain these warranties beyond the first, and beyond each subsequent, year; and that your failure to adhere to this condition will result in possible termination of the warranties. You and Service 1 agree that this is the full extent of Service 1's obligation to you under this contract, and you waive any and all other claims of liability against Service 1.

Date: _____

Signed: _____

THIS CONTRACT IS VOID 30 DAYS FROM DATE UNLESS PINK COPY IS SIGNED AND RETURNED TO BIDDER. WE COMPLY WITH ALL WORKMAN'S COMPENSATION & PROPERTY DAMAGE LIABILITY INSURANCE LAWS.

ACCEPTANCE OF BID

The above specifications, terms and contract are satisfactory, and (I) (We) hereby authorize the performance of this work. (I) (We) understand equipment must be maintained annually by Service 1 Heating & A/C, Inc. to maintain warranty.

Date: _____

Signed: _____

BID: We hereby propose to furnish material and labor to complete the work outlined herein for the sum of:

four thousand six hundred and sixty-two dollars.

(\$4,662) Payment to be made as follows:

- ☐ Financed
- ☐ Cash
- ☐ Credit Card

September 12, 2024

TO: Building Committee, Shorewood-Troy Library

FROM: Jennie Mills, Director

RE: Building Updates

Bret and I should have more significant timeline updates for the parking lot by the time the Building Committee meets, but I want to give some other updates now, just so everyone has them:

- The Village has accepted the landscaping reduction, so that should ultimately be about \$3900 in cost savings.
- The Village required a surety bond of approximately \$38,000. That has been applied for and received at a cost of \$390. It's now on file at the Village.
- We have received the contractor's performance bond. They could not apply for that bond until they had received a signed contract from us.
- Another dead tree was removed – it was hard to spot from our vantage point, but it was close to a neighbor's house. It was removed.
- The carpet was cleaned on Labor Day. I stayed with the carpet cleaners.
- I should have an update about the steel painting by the time of the Building Committee meeting.