

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

Building Committee Meeting
December 9th, 2024

1. Welcome
2. Call to order and roll call
3. Changes/Additions to the Agenda
4. Minutes
 - a. November 25, 2024 (**Action**)
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 work to repair broken electrical conduit, not to exceed \$6,000. (**Action**)
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
Study Room
Shorewood Troy Library,
650 Deerwood Dr.
Shorewood, IL 60404
November 25, 2024, 4:30 pm**

Vice President Vito Schultz called the building committee meeting to order at 4:30 p.m. on September 12, 2024. A roll call was conducted with all members present.

BUILDING COMMITTEE MEMBERS PRESENT:

1. Vito Schultz
2. Karen Voitik

STAFF PRESENT:

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

OTHERS PRESENT: Bret Mitchell from Ethos Workshop
Rey Gallego

CHANGES/ADDITIONS TO AGENDA: NONE

APPROVAL OF MINUTES FROM THE BUILDING COMMITTEE MEETING ON SEPTEMBER 12, 2024:
Karen moved, and Vito seconded. All voted 'Yes' to approve.

COMMENTS FROM THE PUBLIC: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

- a. When the contractors tried to pull new wire to the light post at the end of the sidewalk, it was discovered that the conduit next to the building was bad and needed to be fixed. Concord OVC JV sent a change order of \$10,796.40, which is needed to fix the conduit and complete the electrical work. Out of due diligence, Bret will have Indicom come out and quote what they would charge just to complete the electrical work. This way, the board can ensure that the numbers in the change order are accurate and not inflated. Karen motioned/Vito seconded to table the approval of the Change Order until after getting a quote from Indicom. The motion passed with all members voting 'Yes.'

OTHER BUSINESS: None

Secretary Voitik motioned to adjourn at 4:47 pm; Vice President Schultz seconded. The meeting was adjourned.

Respectfully submitted,

Cindy Norman, Finance Clerk

December 9, 2024

TO: Building Committee Members

FROM: Jennie Mills, Director

RE: Conduit Repair

Indicom did provide a lower quote than Concord's change order request. Both quotes are provided in your packet. Bret will discuss the work and quotes at the Building Committee meeting.



December 3, 2024

ETHOS Workshop Architects
105 Jackson Ave #2,
Naperville, IL 60540

Attn: Bret Mitchell

RE: Shorewood-Troy Library – Parking Lot Lighting Feed Repair

Please accept the following Electrical Proposal regarding the *Shorewood-Troy Library – Parking Lot Lighting Feed Repair Project* on Deerwood Drive in Shorewood, IL based on email dated 11/26/2024 (Bret Mitchell), Site Walk-Thru with Jennifer Cisna Mills on 11/27/2024 and follow up phone conversation with Rey Gallego.

All work associated with the above-mentioned project is to be completed in a substantial workman-like manner. Any/all schedules provided will be contingent upon clean work areas provided by owner/GC in a timely manner and weather being moderate enough to work safely and productively.

- Electrical Base Bid (Lump Sum): **\$5,990.00**

Work Included in Proposal:

1. Coordinate with J.U.L.I.E. prior to excavation. Locate existing underground conduits and lay out underground conduit repair.
2. Coordinate with Owner for access to all electrical closets as needed.
3. Excavate around (new) light pole base to expose lighting feed conduit stub.
4. Excavate from pole base to building with mini-excavator.
 - NOTE we will try to minimize but existing landscaping will be damaged. We have not included any funds to repair and/or restore landscaping. If required, repair/restore is by OTHERS.
5. Install ¾" GRS conduit feeder in new trench. Backfill with spoils and detectable caution tape.
 - Utilize no-thread coupling at pole base and GRS ¾" to ½" change-over fitting at building.
6. Run fish tape in newly installed conduit and pull #10 conductors into building.
7. Locate existing circuit breaker and confirm it is powered off.
8. Splice new conductors at 1900 junction box above ceiling in basement of library.
9. Power on circuit and confirm functionality of existing (old) light poles by pedestrian sidewalk(s).

Clarifications:

10. No Illinois sales tax included in quote.
11. **No** Local Permit/Inspection Fees/Consumption Costs/**Bonding Costs**.
12. No Weekend Time/Holiday Time/Shift time/Overtime.
13. No Temporary Power/Lighting included in pricing.
14. No Saw-cutting, Spoil Removal or Landscaping Repairs included in pricing.
 - Backfill conduit trench with spoils is included in quote.
15. New Lighting Poles/Lighting Fixtures Furnished/Installed by Others.

Thank you for the opportunity to quote this project for you, please feel free to contact us should you have any questions.

Sincerely,

Todd Lukas
Project Manager / Estimator

Note: This proposal may be withdrawn by us if not accepted within **30 days**.
**This price is based on today's copper prices only. Prices are subject to change every day here after depending on the increase in copper. *

CHANGE ORDER REQUEST

Date	11/12/2024	Concord Job No.	24010	Change Order No.	001 Rev 002
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SECTION I – PROJECT INFORMATION

Project Name	New Parking Lot at Shorewood – Troy Public Library	Contract No.	
Location	650 Deerwood Drive Shorewood, Illinois 60404		

SECTION II – TRANSMITTED TO (GC/Client)

Name	Ethos Workshop Architects		
POC	Bret Mitchell	Office Phone No.	630.527.6723 ext. 104
Title	Managing Principal	Mobile Phone No.	
Email	bretm@ethosworkshop.com		

SECTION III – CHANGE REQUEST OVERVIEW

Description	Amount
Plans call for reuse of existing circuits at location of first new pole light. Existing pole to be remove, a new pole installed at existing locations, re-connection of the existing circuit. Due to a damaged underground conduit discovered at the site, replacement of the conduit is necessary to complete the re-connection of the existing circuit to the new pole light. - Excavation & Backfill for New Conduit ----- \$2,800.00 - Material ----- \$224.00 ¾" GRS - Quantity 30' ¾" NO-Thread Coupling - Quantity 2 EA - Misc Fittings - Wire – Quantity 300' - Labor ----- \$4,220.00 (16 man hours to hand dig to find break, 16 man hours to replace/repair) - Supervision: 16 hours of superintendence ----- \$2,144.80	

TOTAL + OH&P = \$10,796.4

SECTION IV – REQUESTER

Name	Yichao (Jason) Yan		
Title	Project Engineer		
Office	-	Mobile	321-514-7249
Email	jason@concordexcavating.net		
Signature	<i>Yichao Yan</i>	Date	11/12/2024

SECTION VI – REVIEWER

Name		Approved	☐	Not approved	☐
Title					
Office		Mobile			
Email					
Signature		Date			





