

Meeting: LIBRARY BUILDING COMMITTEE
Place: MAYVILLE PUBLIC LIBRARY
Date: May 9, 2019
Time: 5:30 PM

Minutes May 9, 2019

1. Meeting called to order by Sue Smith at 5:40 p.m.

Member(s) present: Sue Smith, Shelia Steger, Andrew Shoemaker, Lisa Neumann, Gene Frings, Alixe Bielot, Lee Zarnott, Grant Larson, Geri Feucht, Dianne Slater, and Kim Olson. Member(s) excused: None

Guests: Kory Krieser and Tom Baade (Integrus), Miranda Seals (FEHDesign.com), Doug Barnes (Zimmerman Architectural Studios)

2. Pledge of Allegiance.

3. Citizens Comments. None (Guests introduced)

4. Approve the minutes of the April 4, 2019 meeting, Gene Frings move to approve. Dianne Slater second. Minutes approved.

5. Review of Draft Milestone Planning & Design Schedule presented by Kory and Tom of Integrus. Kory outlined each major task/phase with guidelines of duration days to complete each task and estimated task start and finish dates. Committee reviewed each task Planning, Design, Construction and Occupancy outlined in schedule.

6. Conceptual Program Budget Estimate:

Kory presented comparison costs from Cedarburg Library with 15,000 sq ft and 20,000 SF of bid year to current projected costs. Committee reviewed guidelines of current space types with area/room estimates for each. Estimate of 19,980 SF.

Design Estimate Budget:

Kory explained to committee formula for estimating costs 20,000 SF x \$250 SF = \$5,000,000 plus 20% for soft costs, based on estimate total of 19,980 SF. Kory discussed design breakdown cost estimates: site and size analysis,

conceptual design, schematic design, design development, construction documents, bidding and construction administration.

Construction Estimate Budget:

Kory reviewed the building system breakdown with cost per GSF to Total System Cost estimates. Cost per GSF estimated at \$238.72. Reviewed site plan and construction description of excavation/foundation, structure, enclosure, roof, interiors, equipment/furnishings, conveying, fire protection, plumbing, hvac, and electrical systems. General estimates range \$220/SF to \$250 SF Soft costs 20% to 25%. Total project costs estimate \$244 SF to \$312 SF. Estimates for 15,000 SF \$3.6MM to \$4.8MM and 20,000 SF \$4.7MM to \$6.3MM.

7. Architectural Services – Discussion on timing to request for proposal from the recommended architect firms for full scope of services even though the first phase is funded.

- Discussion on suggested process and next steps with general dates for timeline of process which includes: Issue date, Site walkthrough date, Request for information (RFI) cut off date, RFI posted, Proposal due date.
- Discussed distribution and confirmed to have posted on library website.
- Sue will review and confirm with Kory what is required by the City of Mayville for distribution and review process.
- Discussion on selection process for architect firms with guidance from past process with the school. Reputation and experience of similar projects is recommended.

8. Review of Potential Architectural Firms that were recommended from Integris. Reviewed current firm inquiries.

9. Initial Review of Potential Construction Managers inquiries made to the library or city, recommended firms and assisting with budgeting, and encouragement of qualified local contractors and subcontractors.

10. Additional Planning Phase Consultants- Discussed additional planning phase consultants: Geotechnical engineers, Environmental consultant is in Phase 1, Civil engineering/surveyor, Furniture and equipment vendor or consultants.

Discussed recommended timeline for RFP discussion meeting. Grant moved that we approve RFP to go out, Gene second. Motion carried.

11. Set next committee meeting date, June 13th at 5:30p.m.

12. Mike motioned to adjourn meeting, Grant second. Motion carried. Meeting adjourned at 6:23p.m.