

THE OSSINING PUBLIC LIBRARY
PROJECT COMMITTEE MEETING #26
OCTOBER 26, 2004

Attending: Joyce Lannert, Walter Ludlum, Edward Falcone (Library)
Todd Harvey, Sal Coco (Beatty Harvey)
Bob Firneis, Nick Furtado (J.M.O.A.)
Luis Contreras (Horizon)
Dan Braatz (AKF)
Bonny Whitehouse (Whitehouse Lighting)

The meeting began at 3:10 p.m. at the Ossining Public Library

SED Filing: Sal Coco will be sending the phase 2 package up to Albany tomorrow (10/27). Everyone on the team will get a set. Assemblywoman Galef will be notified to ensure that it gets a timely review.

Bidding: Bob Firneis distributed a summary of last week's bid results. Mr. Firneis will interview the three lowest bidders and check their references by Thursday or Friday of this week. Once the library board authorizes the awards, JMOA will draft a letter of intent on the library's behalf. The contractors need this letter to get insurance and bonding. The library board will approve the winning bidders first by email, then formalize the action at their 11/8 regular meeting. It was noted that this demo package did not include the existing library, that will be included in phase 2. Q: What are journeyman hours, and how are they used? Only JMOA can authorize journeyman hours, all unused hours are credited back to the budget.

Alternates: Based on the results of the bidding, the committee was inclined to go with the base bids in phase 1 and not consider the deduct alternates. JMOA will ask the contractors to hold the deducts for 90 days – at that time, bidding for phase 2 should be completed.

[Todd Harvey joined the meeting at 3:25]

Well Bid: Since there was only one bidder for the geothermal wells, and that bidder qualified his bid, the committee considered re-bidding this part of the project. AKF will review the bid, and additional contractors will be identified. It is possible to make the wells part of phase 2, although one well needs to be drilled before the foundation is poured.

Time Line: Mr. Firneis will redo the timeline this week after getting input from the contractors.

Site Access: Mr. Firneis and library representatives should meet soon with the management of the Moose Lodge to ask for access to their property during construction. Mr. Falcone will find the name of a contact at the lodge.

Stone & Brick: The library asked the architects to consider using synthetic stone to cut down on waste and labor. Mr. Harvey said he had no experience with this material and couldn't recommend how it would wear. The committee gave itself a deadline of Thanksgiving to make a decision on the brick and stone. More visits to the brickyard will be set up, and the committee will also look at Ossining buildings for ideas.

[Nick Furtado joined the meeting at 3:55]

LEED : Luis Contrera distributed LEED Letter templates on CD to committee members. Mr. Coco suggested there were additional LEED points that were reachable and should be assigned. On registering the project, Mr. Contreras said that he needs the project cost and a narrative on key design concepts ("Basis of Design"). The front end will include a global statement in Division 1 saying that this will be a LEED project.

Operational Issues: AKF will have to sit down with Mr. Falcone & staff to discuss operational issues (location of light switches, etc.)

Lighting: Bonny Whitehouse updated the committee on the lighting plan.

- Teen Room: being redesigned after feedback from focus group.
- Periodical Room: lightboxes will replace the hanging fixture. The cost will be calculated to see if it's within budget.
- Junior Room: some lighting fixtures were eliminated to make room for ductwork.
- Canopy: in-ground uplights will replace lighting in the canopy itself. There was discussion on whether this might be a change order for the site contractor. Mr. Firneis will check out.

Change Orders: A general discussion followed on change orders and how to prevent them. Change orders happen either from unforeseen conditions, details that are missed or overlooked in the plans, or from the customer changing his/her mind. JMOA will review plans and make every effort to minimize changes.

The meeting ended at 5 p.m.

Reported by Ed Falcone