

**GREAT NECK LIBRARY
MINUTES OF THE
SPECIAL BOARD OF TRUSTEES MEETING
DECEMBER 8, 2014 AT 8:00 P.M.**

A Special Meeting of the Great Neck Library Board of Trustees was held on Monday, December 8, 2014, in the Station Branch of the Great Neck Library, 26 Great Neck Road, Great Neck, NY 11021, for the purpose of selecting a general contractor for the Main Library Building renovation.

The following Trustees were present constituting a quorum:

Marietta DiCamillo – President
Francine Ferrante Krupski – Vice President
Josie Pizer – Treasurer
Joel Marcus – Assistant Treasurer
Michael Fuller – Assistant Treasurer [Arrived at 8:05 p.m.]
Varda Solomon – Secretary
Janet Nina Esagoff [Arrived at 8:12 p.m.]

Also present: Christine Johnson – Interim Assistant Director
Neil Zitofsky – Business Manager
Dominick Calgi & David Chen – Calgi Construction Management

Absent with prior notice: Laura Weir – Interim Director

CALL TO ORDER

President DiCamillo called the meeting to order at 8:00 p.m.

SELECTION OF GENERAL CONTRACTOR

Upon motion by Josie Pizer, seconded by Varda Solomon, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees award the construction contract for the renovation of the Great Neck Library Main Building to VRD Contracting for the base bid of \$9,100,000 plus Add Alternate Numbers 1-6 and 9 totaling \$9,625,300, with funding to come from the proceeds of the DASNY bond.

Mr. Calgi provided a synopsis of the Building Advisory Committee (BAC) meeting which was held at 7:00 p.m. prior to the start of tonight's Board Meeting, at which he presented his recommendation for awarding the construction contract. He explained the selection and recommendation process for awarding the contract to the lowest bidder. Mr. Calgi stated that he, along with the Architect and Business Manager Zitofsky, interviewed the three lowest bidders in the offices of KG&D Architects. They described the scope of the work to the three bidders to ensure that they had a good understanding of the project. References that were provided were reviewed and contacted. All three bidders received good recommendations. The lowest responsible bidder was subsequently chosen and recommended to the BAC. He also stated that there was a discussion by the BAC of the 10 Add Alternates.

Following Mr. Calgi's review, the Board then discussed the BAC recommendations. The Board accepted all 10 Add Alternates, except Number 7 (Operable Windows) and number 8 (Community Room Wainscot).

Add Alternate Number 7 (Operable Windows) was not considered due to safety issues for children, and birds flying into the building when the windows are open. Additionally, if windows are open while the air conditioning is running, this will affect the efficiency of the cooling system.

Add Alternate Number 8 (Wainscoting) was rejected. A vote was taken by show of hands. President DiCamillo was the only Trustee in favor.

Add Alternate 9 (Glass Marker Board) – there was discussion on the ethics of not accepting this item now and negotiating the price at a later date followed by a change order. Mr. Calgi responded that the best pricing is at contract time and that he prefers to avoid change orders when possible. Additionally, the bidding process is public and it would be unethical to renegotiate prices in a non-public setting. Mr. Calgi also added that if there should be a change order, the onsite Project Manager and Architect would review the change order and monthly updates will be provided to the Board to keep them informed. It was noted that the Board of Trustees also has in place a sub-committee to handle the financial aspects of change orders.

Public Comment: Karen Rubin, Joan Adickman, Robert Schaufeld, Martin Adickman, Marianna Wohlgemuth.

VOTE: Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)
MOTION CARRIED UNANIMOUSLY

Mr. Calgi informed the Board that he would be sending out the award letter the next day.

BUILDERS INSURANCE FLOATER

Upon motion by Michael Fuller, seconded by Varda Solomon, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize Edwards and Company to bind the Builders Risk Insurance Floater with Republic-Franklin for an annual premium of [\$22,343 with a \$10,000 deductible] OR [\$20,343 with a \$25,000 deductible] to be taken from the Main Building and Special Services fund.

Mr. Zitofsky stated that he received an email from the insurance broker informing him that the Library should bind the Builders Risk Insurance with the contractor at the time of his selection. The approved budget has \$25,000 earmarked for this. He recommended that the Board accept the floater with the lower deductible of \$10,000 with an insurance cap of \$23 million based on the value of the finished building.

A member of the public asked if the Library's insurance company offered any reduction since the main building is not operating. There was also a question on whether this stand-alone insurance covers both property and liability. The Business Manager will get the answers to these questions from the Insurance Company. Since the approval cannot wait for the next Board Meeting, it was decided to vote on the resolution on the table with an amendment that approval was dependent on satisfactory explanation to the Board of Trustees of the terms of coverage of said floater policy.

Public Comment: Joan Adickman, Karen Rubin, Marianna Wohlgemuth

Amended resolution:

Upon motion by Michael Fuller, seconded by Varda Solomon, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize Edwards and Company to bind the Builders Risk Insurance Floater with Republic-Franklin for an annual premium of [\$22,343 with a \$10,000 deductible] to be taken from the Main Building and Special Services fund pending satisfactory explanation to the Board of Trustees of the terms of coverage of said floater policy.

VOTE: Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)
MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

The meeting was adjourned at 8:47 p.m. on motion by Josie Pizer and seconded by Joel Marcus.

Respectfully submitted,

Varda Solomon
Secretary, Board of Trustees