



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Janet Anderson, Library Director

DATE: August 24, 2018

SUBJECT: Library Exterior Joint Sealants Replacement

I. RECOMMENDED ACTION

It is recommended the Committee and Council:

1. Reject the bid received for replacing the Minot Public Library's joint sealants; and
2. Authorize the Library Director to re-bid for this project

II. DEPARTMENT CONTACT PERSON

Janet Anderson, Library Director 852-1045

III. DESCRIPTION

A. Background

The Minot Public Library budgeted \$68,000 in 2018 for the replacement of deteriorating building sealants. Advertisements for bids were published in the *Minot Daily News* on 7/3/18, 7/10/18 and 7/17/18 with a bid opening on 7/24/18. Only one bid was received, from Innovative Masonry, in the amount of \$119,817.00.

B. Consultant Selection

The Library Director worked with representatives from Innovative Masonry to determine if there was any flexibility in their bid and also spoke with the Finance Department to find out if additional funds were available. However, based on lack of available funding it is the recommendation of the Library Board that Council reject the bid and allow the Library Director to re-bid this project.

IV. IMPACT:

A. Strategic Impact:

Sealants for the Library's windows and joints have been in place for 18 years or longer and some windows experience leakage when it rains. This project has been delayed for the last three years and should be completed as soon as possible in order to prevent any damage to the building.

B. Service/Delivery Impact:

Rejecting the bid received for this project will delay the work, but the Library Board believes that with more aggressive advertising we are more likely to receive a bid that better fits within the budgeted amount.

C. Fiscal Impact:

\$68,000 is budgeted in the Library's regular Building & Grounds budget line for this project.

V. TIME CONSTRAINTS

Rejection of this bid may require the project to be delayed until 2019.

VI. LIST OF ATTACHMENTS

A. Innovative Masonry 2018 Sealant Bid 7.24.18

Approved for Council Agenda: _____

Date: _____