



TO: Mayor Shawn Sipma
Members of the City Council

FROM: Janet Anderson, Library Director

DATE: February 25, 2020

SUBJECT: LIBRARY EXTERIOR RENOVATION

I. RECOMMENDED ACTION

1. It is recommended the Council approve awarding the bid to Rolac Contracting in the amount of \$384,700; and authorize the Library Director to sign the agreement.
2. Pass an ordinance to amend the 2020 budget to increase the Library building and grounds expenditure for the exterior improvements

II. DEPARTMENT CONTACT PERSON

Janet Anderson, Library Director 852-1045

III. DESCRIPTION

A. Background

The Minot Public Library has been slowly upgrading the exterior of the building in order to protect the existing structure. The next phase of this upgrade is scheduled in 2020 as work to cover and protect the precast columns and trim is to be completed.

B. Proposed Project

The Library has been working with JLG Architects to design the project and advertise for bids. A base bid for covering the original precast on the building was requested as well as an alternate build for signage on the east side.

C. Consultant Selection

Four qualified bids were opened and read aloud at the public bid opening held on Tuesday, February 25, 2020 at 2:00 pm in the City Council Chambers at City Hall. See the attached **Recommendation of Award** and **Bid Tabulation** for details on bidders.

IV. IMPACT:

A. Strategic Impact:

As a much-used public building, the primary reason for completing this project is to protect the City's investment. During recent phases of the exterior upgrade, much deterioration has been discovered and those working on this project believe that the work scheduled for 2020 will help to prevent this deterioration. At the same time, the improvements are being balanced with trying to maintain the aesthetic of the public facility while ensuring it is cost-effective and easy to maintain.

B. Fiscal Impact:

\$321,950 was budgeted for this work in 2020, but the lowest bid received was \$384,700. Fortunately, the Library has enough available money in their Cash Reserves to make up this difference and still have more than the required 1/12 in Cash Reserves.

<u>Project Costs</u>	
Cost	\$384,700
<u>Project Funding</u>	
210-67-00-455-04-33 (Bldg & Grnds)	\$321,950
Library Cash Reserves	<u>\$62,750</u>
Total	\$384,700

V. TIME CONSTRAINTS

Council's approval of the recommendation will allow the project to be constructed early in the 2020 construction season.

VI. LIST OF ATTACHMENTS

- A. Recommendation of Award
- B. Bid Tabulation