



TO: Mayor Shawn Sipma
Members of the City Council

FROM: Janet Anderson, Library Director

DATE: May 27, 2020

SUBJECT: **Library Exterior Renovation (LIB035)**

I. RECOMMENDED ACTION

It is recommended the Council:

- 1.) Amend the Library's 2020 Budget to increase expenditures for LIB035 by \$47,000 which will be funded through the Library's Cash Reserves.

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. Upon submission of these bids to City Council, the cost of design and administration was not included in the total cost.

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:

Cost for design and administration of this project is \$47,000. 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.

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| <u>Project Costs</u> | |
| Cost | \$47,000 |

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|------------------------|-----------------|
| <u>Project Funding</u> | |
| Library Cash Reserves | <u>\$47,000</u> |
| Total | \$47,000 |

V. TIME CONSTRAINTS

Council's approval of the recommendation will allow the project to be paid for in the upcoming weeks.

VI. LIST OF ATTACHMENTS

A. LIB035_2020_Budget Amendment

Approved for Council Agenda: _____

Date: _____