

NOTICE OF ELECTRONIC SPECIAL MEETING

**LIBRARY BOARD MEETING
PORTAGE DISTRICT LIBRARY**

Wednesday, March 31, 2021

at 6:00 p.m.

The Library Board of the Portage District Library will hold a special meeting on Wednesday, March 31, 2021 at 6:00 p.m. This meeting will be held electronically pursuant to 2020 Public Act No. 228 and Senate Bill 1246. The purpose of this meeting is for the award of bids and a bond resolution. The Library gives notice of the following:

1. **Reason for Electronic Meeting.** The special meeting is being held electronically because of capacity restrictions and social distancing requirements. Therefore, the Library wants to ensure participation by the public if the public cannot be physically present.

2. **Procedures.** The public may participate in the meeting electronically and may make public comment through either of the following methods.

You are invited to a Zoom webinar.

When: Mar 31, 2021 06:00 PM Eastern Time (US and Canada)

Topic: Special Board Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85960038980>

Or One tap mobile :

US: +13126266799,,85960038980# or +16465588656,,85960038980#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782

Webinar ID: 859 6003 8980

International numbers available: <https://us02web.zoom.us/j/85960038980>

3. **Contact Information.** For those people who desire to contact members of the Library Board to provide input or ask questions on any business that will come before the public body at the meeting, please contact Quyen Edwards at qedwards@portagelibrary.info prior to the start of the meeting.

4. **Persons with Disabilities.** Persons with disabilities may participate in the meeting through the methods set forth in paragraph 2. Individuals with disabilities requiring auxiliary aids or services in order to attend electronically should notify Quyen Edwards at qedwards@portagelibrary.info within a reasonable time in advance of the meeting.

Dated: March 30, 2021

Quyen Edwards
Portage District Library
300 Library Lane
Portage, MI 49002

PORTAGE DISTRICT LIBRARY BOARD

Special Board Meeting to be held on

Wednesday, March 31, 2021

via Zoom at 6:00 PM

AGENDA

- I. Start of Meeting
- II. Roll Call
- III. Comments or Requests from the Public, Board Members, or Library Staff
- IV. Adoption of the Agenda for the Special Meeting of March 31, 2021 (VOTE)
- V. Governance (30 minutes)
 - A. Discussion Regarding Award of Contracts and Change Order Discretion (VOTE) Pg. 04-35
 - B. Resolution Authorizing Issuance of 2021 Library Improvement Bonds (VOTE) Pg. 36-55
- VI. Assessment of Meeting and Additional Comments
- VII. Adjournment

To: Portage District Library Board
From: Christy Klien, Library Director
Date: March 30, 2021
Subject: Library Award of Contracts and Change Order Discretion

BACKGROUND:

On February 28, 2021, the Portage District Library posted a notice for a public bid opening via Zoom for March 23, 2021, at 2 p.m. in the Kalamazoo Gazette. Walbridge, our construction management team, sent an invitation to area contractors for a tour through our facility to learn more about our project. The initial socially distant walk-through occurred on March 4, 2021. Additional walk-throughs happened the following week to allow for social distancing. Sealed bids were due at 2 p.m. on March 23, 2021, with the Public Opening and Reading of the Bids via Zoom immediately following.

With assistance from C2AE and Doran Lefaive, Walbridge has interviewed the following recommended contractors to validate the contract amounts, bond amounts, adherence to the scope required by the bidding documents, and contractor safety performance and history. A copy of the “Subcontractor Proposal Review” signed by the contractor is attached to each recommendation and is available for review in the Library Office. The team is still performing final interviews with the remaining bid packages. The bids provided result in the project being under budget. We recommend awarding these contracts to enable the submittal and procurement process to begin so the project can maintain the schedule.

Recommendation for award of contracts are as follows:

Concrete—Earley & Associates, \$469,600
Earthwork & Site Utilities—Lounsbury Excavating, Inc., \$239,400
Masonry—Schiffer Mason Contractors, Inc., \$257,000
Structural Steel & Misc. Metals—Division 5 Metalworks, \$468,651
General Trades—A & G Construction, \$868,000
Roofing—Division 7 Building Contractors, Inc., \$92,133
Aluminum & Glass—Lakeshore Glass and Metals, LLC., \$87,105
Painting & Wallcoverings—H & H Painting Company, Inc., \$132,026
Fire Protection—Total Fire Protection, \$58,660
Mechanical—R.W. LaPine, \$1,384,000
Electrical—Circuit Electric, \$669,150
Asphalt Paving—J. Allen & Company, Inc., \$45,250

Additional recommendations for the Award of Contracts will be presented to the Library Board of Trustees for your approval in April.

Our construction management and architect team have recommended that the Library Board grant the Library Director and Business Manager discretion to approve any change order that does not increase any individual contractor more than \$25,000. Any change order that impacts a contractor by more than \$25,000 will come to the board for approval. Giving this approval will allow the project to continue on schedule and minimize the number of Special Meetings that would need to occur.

RECOMMENDATIONS:

Recommendation #1:

I recommend the library board award contracts to the following contractors:

Concrete—Earley & Associates

Earthwork & Site Utilities—Lounsbury Excavating, Inc.

Masonry—Schiffer Mason Contractors, Inc.

Structural Steel & Misc. Metals—Division 5 Metalworks

General Trades—A & G Construction

Roofing—Division 7 Building Contractors, Inc.

Aluminum & Glass—Lakeshore Glass and Metals, LLC.

Painting & Wallcoverings—H & H Painting Company, Inc.

Fire Protection—Total Fire Protection

Mechanical—R.W. LaPine

Electrical—Circuit Electric

Asphalt Paving—J. Allen & Company, Inc.

Recommendation #2:

I recommend that the Library give the Library Director and Business Manager discretion on authorizing any change order that does not increase any individual contractor more than \$25,000.

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 02/18 BP Title: Concrete & Site Concrete
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$389,214
 Approved Low Bid: \$469,600
 Contractors Name: Earley & Associates, Inc.
 Variance from Budget: (\$80,386) Over budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Bid Alternates submitted?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No


COMMENTS

After reviewing all bids, it is the construction team's recommendation that Earley & Associates, Inc. be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$469,600
Adjustments	\$0
<u>Final contract</u>	<u>\$469,600</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/29/21	

Attachments: BP02/BP18 Bid Tab
 Subcontractor Proposal Review Form - Earley & Associates, Inc.
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 24, 2021

Project: PDL - Additions & Renovations

Bid Package: 02

BP Title: BUILDING CONCRETE

Location: Portage, MI

Due Date: 03/23/21 2:00PM

Owner: Portage District Library
 300 Library Lane
 Portage, MI 49002

Estimate \$267,005

Trade Contractor	Bargess Concrete 616.693.3760 Steve	Earley & Assoc 269.207.1095 Tom	Prollie 616.437.2885 Brad	Grand River 616.291.1141 Rick				
Base Bid:	\$352,766	\$465,000	\$475,587	\$471,000				
Breakdown:								
Foundations & Walls		\$257,000	\$205,630	\$403,720				
Fitwork		\$207,400	\$200,330	\$58,664				
P & P Bond		\$4,600	\$3,610	\$3,400				
Site Concrete (BP 18) included?	\$126,127	yes	yes	checking				
Addendum No.1 -	included	included	included	included				
Drug testing cost								
Post Bid Clarifications:								
Clarifications / Exclusions included								
Unit Costs (See Proposal)								
Labor Rates								
Bid Bond	included	included	included	included				
Bond Letter	included	included	included	included				
Total-Base Bid	\$468,893	\$469,600	\$475,587	\$476,000	\$0	\$0	\$0	\$0
Pending Alternates:								
Alt #1 Installation of 20 bollards		\$3,300						
Voluntary Alternates								
Waterproof staircase			\$4,000					
See Allowances for Post Bid Clarification								
EMR	0.52	0.33	0.55	0.52				

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 01 BP Title: Earthwork & Site Utilities
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$355,012
 Approved Low Bid: \$239,400
 Contractors Name: Lounsbury Excavating, Inc.
 Variance from Budget: \$115,612 Under budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Alternates submitted?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

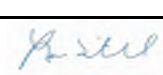
COMMENTS

After reviewing all bids, it is the construction team's recommendation that Lounsbury Excavating, Inc. be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$239,400
Adjustments	\$0
<u>Final contract</u>	<u>\$239,400</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/29/21	

Attachments: BP01 Earthwork & Site Utilities Bid Tab
 Subcontractor Proposal Review Form - Lounsbury Excavating
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 23, 2021

 Project: **PDL - Additions & Renovations**

 Bid Package: **01**

 BP Title: **EARTHWORK & SITE UTILITIES**

 Location: **Portage, MI**

 Due Date: **03/23/21 2:00PM**

 Owner: **Portage District Library**
 300 Library Lane
 Portage, MI 49002

 Estimate **\$355,012**

Trade Contractor	Leunbury Excav 269.251.8492 Travis	Peters Const 269.680.7285 Mike P	Cripps Fountain 269.317.6538 Jim VanMatier	Fulton & Sons 269.385.3311 Brian Balkema				
Base Bid:	\$239,400	\$272,924	\$349,400	\$456,000				
Breakdown:								
Earthwork	\$170,000	\$188,073	\$277,645	\$344,000				
Site Utilities	\$62,805	\$79,606	\$62,861	\$100,000				
Leaching Basin at S2	\$3,855	\$5,207	\$5,403	\$6,000				
P & P Bond	\$2,730	\$2,038	\$3,494	\$6,000				
Addendum No. 1 -	incl'd	incl'd	incl'd	incl'd				
Drug testing cost								
Post Bid Clarifications:								
Clarifications / Exclusions Included								
Unit Costs (See Proposal)								
Labor Rates								
Bid Bond								
Bond Letter								
Total-Base Bid	\$239,400	\$272,924	\$349,400	\$456,000	\$0	\$0	\$0	\$0
Pending Alternates:								
Voluntary Alternates								
See Allowances for Post Bid Clar/Allowance								
ENR	0.68	0.70	0.57	0.72				

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 3 BP Title: Masonry
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$188,157
 Approved Low Bid: \$257,000
 Contractors Name: Schiffer Mason Contractors, Inc.
 Variance from Budget: (\$68,843) Over budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Bid Alternates submitted?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

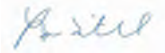
COMMENTS

After reviewing all bids, it is the construction team's recommendation that Schiffer Mason Contractors be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$257,000
Adjustments	\$0
<u>Final contract</u>	<u>\$257,000</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/29/21	

Attachments: BP03 MasonryBid Tab
 Subcontractor Proposal Review Form - Schiffer Mason Contractors
 Email follow up regarding spray foam insulation scope
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 24, 2021

Project: PDL - Additions & Renovations

Bid Package: 03

BP Title: MASONRY

Location: Portage, MI

Due Date: 03/23/21 2:00PM

Owner: Portage District Library
 300 Library Lane
 Portage, MI 49002

Estimate \$168,157

Trade Contractor	Schiller Mason 517.645.8854 Stephen	Dracy & Jahr 517.617.6174 Nick						
Base Bid:	\$257,000	\$287,950						
Breakdown:								
Masonry	\$255,100	\$284,505						
P & P Bond	\$1,900	\$3,445						
Addendum No. 1 -	Included	no noted						
Drug testing cost								
Post Bid Clarifications:								
Clarifications / Exclusions included								
Unit Costs (See Proposal)								
Labor Rates								
Bid Bond	Included	Included						
Bond Letter	Included	Included						
Total-Base Bid	\$257,000	\$287,950	\$0	\$0	\$0	\$0	\$0	\$0
Pending Alternates:								
Voluntary Alternates								
See Allowances for Post Bid Clar/Allowance								
EMR	0.86	0.80						

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 4 BP Title: Structural Steel & Misc Metals
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$387,950
 Approved Low Bid: \$468,651
 Contractors Name: Division 5 Metalworks
 Variance from Budget: (\$80,701) Over budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Bid Alternates submitted?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No


COMMENTS

After reviewing all bids, it is the construction team's recommendation that Division 5 Metalworks be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$463,151
Adjustments	\$5,500 - Expedite joist and deck delivery
<u>Final contract</u>	<u>\$468,651</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/25/21	

Attachments: Structural Steel & Misc. Metals Bid Tab
 Copy of bids received
 Email regarding expedited joist and deck delivery

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge



Bid Package Detail Sheet
Portage District Library - Additions & Renovations

Walbridge Project Number 200233

BID RECAPITULATION FORM

March 25, 2021

Project: PDL - Additions & Renovations

Bid Package: 04

BP Title: STRUCTURAL STEEL

Location: Portage, MI

Due Date: 03/23/21 2:00PM

Owner: Portage District Library
 300 Library Lane
 Portage, MI 49002

Estimate \$387,950

Trade Contractor	Div 5 269.547.0130 Rod Danko	SSE 616.490.8458 Jeff Dills	FCC 616.490.7696 Dan Hushower	Van Dellen 616.698.9950 Jim DeVries				
Base Bid:	\$463,151	\$482,000	\$490,000	\$509,800				
DETAIL:								
STRUCTURAL	\$373,321	\$369,200	\$411,544	\$440,600				
MISC METALS	\$83,000	\$107,000	\$71,400	\$64,200				
Addendum No.1 -	yes	yes	yes	yes				
P & P Bond Cost	yes	yes	yes	yes				
Drug testing cost	\$7,830	\$5,800	\$7,056	\$5,000				
Post Bid Clarifications:								
Clarifications / Exclusions included								
Unit Costs (See Proposal)								
Labor Rates								
Bid Bond	included	included						
Bond Letter	included	included						
Total-Base Bid	\$463,151	\$482,000	\$490,000	\$509,800	\$0	\$0	\$0	\$0
Pending Alternates:	breakdown v.							
Alt #4 - delete guardrail / panels at Stair S2	base bid							
	(\$9,750)	(\$9,000)	(\$6,560)	(\$5,000)				
Joist & Deck Delivery	Nov-21	Nov 2021	Nov 2021					
Voluntary Alternates								
Expedite Joist & Deck Delivery to late September (Nucor)	\$5,500	N/A	N/A	N/A				
See Allowances for Post Bid Clarif/Allowance								

EMR 0.80 0.81 0.80 at Post Bid

\$387,950

\$468,651

(\$80,701)

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 5 BP Title: General Trades
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$611,492
 Approved Low Bid: \$868,000
 Contractors Name: A&G Construction
 Variance from Budget: (\$256,508) Over budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Bid Alternates submitted?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

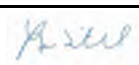
COMMENTS

After reviewing all bids, it is the construction team's recommendation that A&G Construction be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$868,000
Adjustments	\$0
<u>Final contract</u>	<u>\$868,000</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/26/21	

Attachments: BP05 - General Trades Bid Tab
 Subcontractor Proposal Review Form - A&G Construction
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 23, 2021

 Project: **PDL - Additions & Renovations**

 Bid Package: **05**

 BP Title: **GENERAL TRADES**

 Location: **Portage, MI**

 Due Date: **03/23/21 2:00PM**

 Owner: **Portage District Library
300 Library Lane
Portage, MI 49002**

 Estimate **\$011,492**

Trade Contractor	A & G 289.200.9499 Matt Casey	Schweitzer 269.566.2976 Alex Robertson					
Base Bid:	\$068,000	\$056,100					
Breakdown:							
Select Demolition		\$164,000					
Cabinetry / Casework - Matls		\$117,115					
Folding Partitions		\$64,782					
Balance of Scope		\$544,183					
P & P Bond		\$8,000					
Addendum No. 1 -		incl'd					
Drug testing cost							
Post Bid Clarifications:							
Clarifications / Exclusions included							
Unit Costs (See Proposal)							
Labor Rates							
Bid Bond	included	included					
Bond Letter	included	included					
Total-Base Bid	\$068,000	\$056,100	\$0	\$0	\$0	\$0	\$0
Pending Alternates:							
Voluntary Alternates							
See Allowances for Post Bid Clarification							
EMR	0.85	0.81					

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 06 BP Title: Roofing
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$142,918
 Approved Low Bid: \$92,133
 Contractors Name: Division 7 Building Contractors, Inc.
 Variance from Budget: \$50,785 Under budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Bid Alternates submitted?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

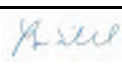
COMMENTS

After reviewing all bids, it is the construction team's recommendation that Division 7 Building Contractors, Inc. be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$92,133
Adjustments	\$0
<u>Final contract</u>	<u>\$92,133</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/30/21	

Attachments: BP06 Roofing Bid Tab
 Subcontractor Proposal Review Form - Division 7 Building Contractors, Inc.
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 24, 2021

Project: PDL - Additions & Renovations

Bid Package: 08

BP Title: ROOFING

Location: Portage, MI

Due Date: 03/23/21 2:00PM

Owner: Portage District Library
 300 Library Lane
 Portage, MI 49002

Estimate: \$142,918

Trade Contractor	Div 7 269.266.9436 Sam Seaton	Great Lakes 618.299.8350 Dave					
Base Bid:	\$92,133	\$105,000					
Breakdown:							
Roofing	\$91,402	\$104,170					
P & P Bond	\$731	\$830					
Addendum No.1 -							
P & P Bond Cost							
Drug testing cost							
Post Bid Clarifications:							
Clarifications / Exclusions included							
concerns about exp js		xx					
no coverboard included		xx					
detail SIA505 won't work - break metal ...		xx					
Unit Costs (See Proposal)							
Labor Rates							
Bid Bond	included	included					
Bond Letter	included	included					
Total-Base Bid	\$92,133	\$105,000	\$0	\$0	\$0	\$0	\$0
Pending Alternates:							
Voluntary Alternates							
See Allowances for Post Bid Clarification							
EMR	0.99	0.77					

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 08 BP Title: Aluminum & Glass
 Bid Opening date: March 23, 2021
 *Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$135,882
 Approved Low Bid: \$87,105
 Contractors Name: Lakeshore Glass & Metals, LLC.
 Variance from Budget: \$48,777 Under budget

Was this the Low bid received ?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Bid Requirements meet?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Safety requirements meet?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
MBE inclusion	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Recommended Performance Bond?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Prevailing wage contractor?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Unit pricing included?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Bid Alternates submitted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Schedule acknowledged?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No


COMMENTS

After reviewing all bids, it is the construction team's recommendation that Lakeshore Glass & Metals, LLC. be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$87,105
Adjustments	\$0
<u>Final contract</u>	<u>\$87,105</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/29/21	

Attachments: BP08 Aluminum & Glass Bid Tab
 Subcontractor Proposal Review Form - Lakeshore Glass & Metals, LLC.
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 24, 2021

Project: PDL - Additions & Renovations

Bid Package: 66

BP Title: ALUMINUM & GLASS

Location: Portage, MI

Due Date: 03/23/21 2:00PM

Owner: Portage District Library
 300 Library Lane
 Portage, MI 49002

Estimate \$135,882

Trade Contractor	Lakeshore Glass 616.218.4199 Mark	AGM 269.350.6933 Matt	Baffle Creek Glass 269.395.0032 Bill	Reliable Glass 269.720.5282 Jeff Regan			
Base Bid:	\$87,105	\$102,617	\$104,907	\$107,730			
Breakdown:							
Alum & Glass	\$62,780	\$80,627	\$47,605	\$78,400			
Entrance Vestibule Doors	\$22,665	\$21,390	\$56,262	\$27,740			
P & P Bond	\$1,660	\$600	\$1,039	\$1,590			
Addendum No. 1 -							
Drug testing cost							
Post Bid Clarifications:							
Clarifications / Exclusions included							
Unit Costs (See Proposal)							
Labor Rates							
Bid Bond	included	included		included			
Bond Letter	included	included		included			
Total-Base Bid	\$87,105	\$102,617	\$104,907	\$107,730	\$0	\$0	\$0
Pending Alternates:							
Alt #4 S2 Stair Enclosure	\$42,905	\$59,358		\$33,170			
Voluntary Alternates							
See Allowances for Post Bid Clarification/Allowance							

EMR

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 12 BP Title: Painting & Wallcovering
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$113,177
 Approved Low Bid: \$132,026
 Contractors Name: H&H Painting Company, Inc.
 Variance from Budget: (\$18,849) Over budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Bid Alternates submitted?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No


COMMENTS

After reviewing all bids, it is the construction team's recommendation that H&H Painting Company, Inc be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$132,026
Adjustments	\$0
<u>Final contract</u>	<u>\$132,026</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/26/21	

Attachments: BP12 Painting & Wallcovering Bid Tab
 Subcontractor Proposal Review Form - H&H Painting
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 24, 2021

Project: PDL - Additions & Renovations

Bid Package: 12

BP Title: PAINTING & WALLCOVERING

Location: Portage, MI

Due Date: 03/23/21 2:00PM

Owner: Portage District Library
 300 Library Lane
 Portage, MI 49002

Estimate: \$113,177

Trade Contractor	H & H Painting 269.342.2665 Chad	Associated Painting 269.720.8999 Glen					
Base Bid:	\$132,026	\$239,190					
Breakdown:							
Painting	\$94,221	\$210,390					
Wall Covering	\$36,175	\$18,000					
P & P Bond Cost	\$1,030	\$2,800					
Addendum No. 1 -	Included	Included					
Drug testing cost							
Post Bid Clarifications:							
Clarifications / Exclusions included							
Unit Costs (See Proposal)							
Labor Rates							
Bid Bond	Included	Included					
Bond Letter	Included	Included					
Total-Base Bid	\$132,026	\$239,190	\$0	\$0	\$0	\$0	\$0
Pending Alternates:		\$1,785					
Voluntary Alternates							
See Allowances for Post Bid Clarification							
EMR	0.78	0.91					

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 15 BP Title: Fire Protection
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$86,809
 Approved Low Bid: \$58,660
 Contractors Name: Total Fire Protection
 Variance from Budget: \$28,149 Under budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Bid Alternates submitted?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

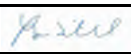
COMMENTS

After reviewing all bids, it is the construction team's recommendation that Total Fire Protection be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$58,660
Adjustments	\$0
<u>Final contract</u>	<u>\$58,660</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/30/21	

Attachments: BP17 Electrical Bid Tab
 Subcontractor Proposal Review Form - Circuit Electric
 Letter of Bondability from Circuit Electric's Insurance Agent
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 24, 2021

Project: PDL - Additions & Renovations

Bid Package: 15

BP Title: FIRE SUPPRESSION

Location: Portage, MI

Due Date: 03/23/21 2:00PM

Owner: Portage District Library
 300 Library Lane
 Portage, MI 49002

Estimate: \$66,809

Trade Contractor	Total FP 616.299.6309 Jerrod	Blaze FP 616.998.1295 Mike	Brigade FP 616.272.1178 Dean	Mainline 616.437.3487 Mike			
Base Bid:	\$58,660	\$58,800	\$68,200	\$81,352			
Breakdown:							
FP - New Area	\$25,920	\$26,900	\$38,200	\$40,474			
FP - Existing Area	\$31,675	\$29,900	\$28,800	\$38,128			
Permit costs	\$425	\$550	\$440	\$750			
	\$840	\$1,450	\$880	\$2,000			
P & P Bond Cost							
Addendum No.1 -	Included	Included	Included	Included			
Drug testing cost							
Post Bid Clarifications:							
Clarifications / Exclusions included							
Unit Costs (See Proposal)							
Labor Rates							
Bid Bond							
Bond Letter							
Total Base Bid	\$58,660	\$58,800	\$68,200	\$81,352	\$0	\$0	\$0
Pending Alternates:							
Voluntary Alternates							
See Allowances for Post Bid Clarification							
EMR	0.68	0.88	0.59	1.00			

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 16 BP Title: Mechanical
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$2,042,364
 Approved Low Bid: \$1,384,000
 Contractors Name: R.W. LaPine
 Variance from Budget: \$658,364 Under budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Bid Alternates submitted?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No


COMMENTS

After reviewing all bids, it is the construction team's recommendation that R.W. LaPine be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$1,384,000 (Alt #2 not included)
Adjustments	\$0
<u>Final contract</u>	<u>\$1,384,000</u>

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/26/21	

Attachments: BP16 - Mechanical Bid Tab
 Subcontractor Proposal Review Form - R.W. LaPine
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge



Bid Package Detail Sheet
Portage District Library - Additions & Renovations

Walbridge Project Number 200233

BID RECAPITULATION FORM

March 23, 2021

Project: PDL - Additions & Renovations

Bid Package: 16

BP Title: MECHANICAL

Due Date: 03/23/21 2:00PM

Location: Portage, MI

Owner: Portage District Library
 300 Library Lane
 Portage, MI 49002

Estimate \$2,042,364

Trade Contractor	Quality Air 616.340.9375 Doug Pant	R W LaPine 269.768.1346 Ryan LaPine	Polster Mech 269.217.5470 Carson Cronish	Hurst Mech 616.337.1263 Nick B	Mall City Mech 269.349.3951 Dan Brennan			
Base Bid	\$1,147,854	\$1,384,000	\$1,387,520	\$1,538,978	\$1,544,000			
Plumbing	\$0	\$335,000	\$280,000	\$363,868	\$395,000			
HVAC	\$1,142,390	\$1,037,000	\$1,098,752	\$1,163,896	\$1,134,000			
	\$4,570	\$12,000	\$8,768	\$11,194	\$15,000			
Addendum No. 1 -		incl'd	incl'd	incl'd	incl'd			
P & P Bond Cost								
Drug testing cost								
Post Bid Clarifications:								
Clarifications / Exclusions included								
Unit Costs (See Proposal)								
Labor Rates								
Bid Bond		included						
Bond Letter		included						
Total Base Bid	incomplete	\$1,384,000	\$1,387,520	\$1,538,978	\$1,544,000	\$0	\$0	\$0
Pending Alternates: Alt #2 Snow Melt skid to complete snow melt system		\$34,000	\$43,899	\$58,900	\$46,000			
Voluntary Alternates								
See Allowances for Post Bid Clarification								
EMR		0.56	0.53	0.79	0.89			
					\$2,042,364			
					\$2,042,364			

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 17 BP Title: Electrical
 Bid Opening date: March 23, 2021
 *Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$1,251,297
 Approved Low Bid: \$669,150
 Contractors Name: Circuit Electric
 Variance from Budget: \$582,147 Under budget

Was this the Low bid received ?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Bid Requirements meet?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Safety requirements meet?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
MBE inclusion	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Recommended Performance Bond?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Prevailing wage contractor?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Unit pricing included?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Bid Alternates submitted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Schedule acknowledged?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No


COMMENTS

After reviewing all bids, it is the construction team's recommendation that Circuit Electric be awarded the contract to perform this work. Due to the disparity in bid amounts Walbridge recommends issuing joint checks to Circuit Electric that include suppliers and vendors that provide materials or services to the project on behalf of Circuit Electric's contract.

Adjustments to Base bid prior to award:

Base Bid	\$669,150
<u>Adjustments</u>	<u>\$0</u>
Final contract	\$669,150

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/30/21	

Attachments: BP17 Electrical Bid Tab
 Subcontractor Proposal Review Form - Circuit Electric
 Letter of Bondability from Circuit Electric's Insurance Agent
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 23, 2021

 Project: **PDL - Additions & Renovations**

Bid Package: 17

 BP Title: ELECTRICAL

 Location: **Portage, MI**

 Due Date: 03/23/21 2:00PM

 Owner: **Portage District Library**
 300 Library Lane
 Portage, MI 49002

 Estimate **\$1,251,297**

Trade Contractor	Circuit Elect 616.878.4343 Andrew Clemens	Dist Elect 269.343.9191 Isaac	KEI 269.716.7577 Jon Current					
Base Bid:	\$969,150	\$993,000	\$1,295,000					
Breakdown:								
Building Electrical	\$588,500	\$855,000	\$1,120,000					
Fire Alarm	\$48,450	\$70,000	\$90,000					
Site Electrical	\$20,700	\$90,000	\$85,000					
P & P Bond	\$5,500	\$8,000	\$19,425					
Addendum No. 1 -	Included	Included	Included					
Drug testing cost								
Post Bid Clarifications:								
Clarifications / Exclusions included								
Unit Costs (See Proposal)								
Labor Rates								
Bid Bond	Included	Included	Included					
Bond Letter	Included	Included	Included					
Total-Base Bid	\$969,150	\$993,000	\$1,314,425	\$0	\$0	\$0	\$0	\$0
Pending Alternates:								
Alt #1 Bollards at Main Entry	\$43,000	\$35,000	\$32,000					
Alt #2 Snow Melt System	no change	\$1,000	\$7,500					
Alt #3 Roller Shades	\$4,700	\$3,000	\$9,000					
Voluntary Alternates								
Aluminum Feeders	(\$30,000)							
See Allowances for Post Bid Clar/Allowance								
EMR	0.65	0.63	0.68					

Comments :

BID AWARD RECOMMENDATION

The following Bid information has been reviewed by Walbridge Aldinger and is attached for your consideration and approval:

Project Name: Portage District Library Additions & Renovations
 Bid Package: 19 BP Title: Asphalt Paving
 Bid Opening date: March 23, 2021

*Bid Summary attached

DD Budget Amount: N/A
 CD Amount: \$50,952
 Approved Low Bid: \$45,250
 Contractors Name: J. Allen & Company Inc.
 Variance from Budget: \$5,702 Under budget

Was this the Low bid received ?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Safety requirements meet?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
MBE inclusion	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Trade contractor Proposal Review complete?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Recommended Performance Bond?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Prevailing wage contractor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Unit pricing included?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Bid Alternates submitted?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Schedule acknowledged?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

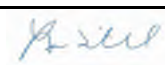
COMMENTS

After reviewing all bids, it is the construction team's recommendation that J.Allen & Company Inc. be awarded the contract to perform this work.

Adjustments to Base bid prior to award:

Base Bid	\$45,250
<u>Adjustments</u>	<u>\$0</u>
Final contract	\$45,250

Approval to award:

Name	Company	Date	Signature
Christy Klien	Portage District Library		
Rob Foti	Portage District Library		
Doran Lefaive	Portage District Library		
Lee Fitzgerald	Walbridge	3/30/21	

Attachments: BP17 Asphalt Paving Bid Tab
 Subcontractor Proposal Review Form- J. Allen Company
 Email from J. Allen regarding sales tax
 Copy of bids received

CC: Kirk Frownfelter, Walbridge
 Andy Bohr, Walbridge

BID RECAPITULATION FORM

March 24, 2021

Project: PDL - Additions & Renovations

Bid Package: 19

Location: Portage, MI

BP Title: ASPHALT PAVING

Due Date: 03/23/21 2:00PM

Owner: Portage District Library
 300 Library Lane
 Portage, MI 49002

Estimate \$50,962

Trade Contractor	J Allen 269.779.2267 Angela	MI Paving 269.716.2162 Christy	Rieth Riley 830.399.2266 John				
Base Bid:	\$45,250	\$54,889	\$73,327				
Breakdown:							
Asphalt Paving	\$44,600	\$36,666	\$71,039				
Striping	\$450	\$2,100	\$2,023				
Milling		\$13,350	\$264				
P & P Bond Cost	alt	\$2,744					
Addendum No. 1 -							
Drug testing cost							
Post Bid Clarifications:							
Clarifications / Exclusions Included							
Unit Costs (See Proposal)							
Labor Rates							
Bid Bond	Included	Included	Included				
Bond Letter			Included				
Total-Base Bid	\$45,250	\$54,889	\$73,327	\$0	\$0	\$0	\$0
Pending Alternates:							
Voluntary Alternates							
See Allowances for Post Bid Clarification/Allowance							
EMR	0.60	0.52	0.60				

Comments :

J. Allen & Company noted milling included on proposal form, listed on "Subcontractor List".

Subcontractor Proposal Review

Notice: This document is used for detailed analysis of proposals received and is not intended to indicate award of a contract.

When SPR is not used Department "Contract Approving Authority" approval is required:

_____ Approver Initials

VMS Vendor # _____

VMS Vendor Status _____

If the Subcontractor / Vendor does not have a Preferred or Approved vendor status in the VMS System, a Profile review will be required by the department Approving Authority prior to award of any contract.

PROJECT INFORMATION

Subcontractor / Vendor: _____

Date: _____

Time: _____

Description / BP No.: _____

Phone Review

In-Person

Project/Job No.: [Portage District Library](#)

Attendees: _____

Subcontractor / Vendor Key Contacts:

(Office) Name (Print): _____

Title: _____

Email address: _____

Phone: _____

(Field) Name (Print): _____

Title: _____

Email address: _____

Phone: _____

Walbridge Key Contacts:

Name (Print): _____

Title: _____

Email address: _____

Phone: _____

Name (Print): _____

Title: _____

Email address: _____

Phone: _____

Subcontractor/ Vendor SPR Representative:

Name (Print): _____

Title: _____

Signed: _____

Date: _____

Walbridge SPR Representative:

Name (Print): _____

Title: _____

Signed: _____

Date: _____

1. BID

1.1 Base Bid \$ _____

1.2 Base Bid is per plans and specifications/ RFP? Yes No (If No, list under section 7 Bid Recap) _____

1.3 Is the Subcontractor / Vendor proposing to use alternate methods, "or equal to" specified materials or equipment?

Yes No If Yes, identify _____**Note:** "Or equal" products are not acceptable unless proper substitution requests have been made and accepted in writing.1.4 Is this price firm and inclusive of all taxes? Yes No _____1.5 Does the price include necessary trade and specialty permits associated with scope of work? Yes No _____1.6 Is the intended subcontract value going to be \$200 K or more? Yes No

If Yes, a Letter of Bondability is required prior to award of any contract. _____

1.7 Is a Performance/Payment Bond Required? Yes No If Yes, is the premium included? Yes No _____

Identify cost of the performance bond as % of contract _____ % or cost \$ _____

Note: Bonds are expected in 2 wks. or less and quality of bond is subject to Walbridge acceptance.

1.8 If No Bond is required, and the intended Subcontract is \$200 K or more, a Financial review is required prior to contract award. Financial Statements and a Letter of Bondability will be required and forwarded to Contract Admin.

Note: In some circumstances, Finance may still require a bond.1.9 Has Subcontractor representative authorized to sign; reviewed Walbridge's Standard Subcontract Agreement? Yes No 1.9a Acceptance of Walbridge Subcontract and Customer Contract Requirements? Yes No If No, explain [PDL form is AIA](#)[A132-2019, A132-2019 Exhibit A Insurance & AIA A232 - 2019 Gen Conditions](#)1.10 Subcontractor/Vendor recognizes Walbridge's contractual obligations to Owner regarding liquidated damages and accepts Walbridge's subcontract article regarding liquidated damages. Yes No N/A

1.11 Subcontractor / Vendor will provide the greater of Walbridge or Owner required insurance levels (review requirements).

Yes No If No, explain _____**Note:** Insurance certificate is required with Vendor's signed Contract.**2. SCOPE REVIEW** (Use section 7 - BID RECAP for additional notes and clarifications)

Has the Subcontractor read and included the following in their proposal?

2.1 General Conditions Yes NA _____2.2 Special Conditions Yes NA _____2.3 All drawings and specs Yes NA Documents dated: [02/25/21](#)2.4 Addenda Yes NA [1 - 03/18/21](#)2.5 Pre-bid Minutes Yes NA _____2.6 Walbridge Scope of Work Yes NA Attach copy dated: [02/25/21](#)2.7 Subcontractor / Vendor proposal Yes NA Attach copy dated: _____2.7a Does Subcontractor/Vendor have qualifications/exclusions in their proposal? Yes No If yes, Review.2.7b Do you need rigging services? Yes No If yes, allow WIP to provide a price.2.7c Do you need concrete placement? Yes No If yes, allow WCS to provide a price.2.8 Is Testing or 3rd Party Inspection required? Yes NA If Yes, is it included in the bid? Yes No _____

Date:12.3.2020

2.9 Fees for changes in the work (Adds & Deducts): Acceptance of Owner's standard fees? Yes No

Own work _____% Sub-subcontract handling fee _____% Comments: _____

2.10 Does your price include the Textura Fees (0.22% of contract amount: NTE \$3,750)? Yes No

3. SAFETY

3.1 What is the subcontractors current EMR? _____

(If EMR > 1.00, Walbridge Corporate Safety review is required prior to award)

3.2 Has the Subcontractor /Vendor had any work-related fatalities in the past 48 months? Yes No

If Yes, a Walbridge Corporate Safety review is required prior to award. _____

3.3 Has the Subcontractor / Vendor had any lost time injuries within the past year? Yes No

If Yes, explain: _____

3.4 **New** If a Subcontract is awarded, will the Subcontractor be using any Subs on this project that have had any work-related fatalities in the past 24 months? Yes No If Yes, a Walbridge Corporate Safety review is required prior to contract award. _____

3.5 Does the Subcontractor agree to comply with the Walbridge and Owner Safety Requirements? Yes No

3.6 Is the cost for substance abuse testing included in bid? Yes No _____

If No, costs of tests are by: Owner Walbridge Subcontractor Not Required _____

3.7 Subcontractor understands that there will be a Walbridge/Owner Safety Orientation for all Trade personnel prior to commencing work in the field. Acknowledged _____

3.8 Is the Subcontractor required to provide a full time Safety Person for the project? Yes No _____

If Yes, a competently trained Safety Person is required and shall be: Dedicated Working _____

If onsite and the trade staff exceeds _____ the Safety person must be dedicated full time to SAFETY ONLY.

3.9 Subcontractor will comply with Walbridge's Pre-Task Analysis (PTA) process. Walbridge expects the Subcontractor's PTA to be communicated daily with its work crews at the safety huddle of each shift. When conditions change that may pose a safety hazard that was not reviewed or anticipated, the work crew will stop work, re-review the PTA with the foremen, take necessary action and document and communicate accordingly.

Vendor Acknowledged _____

3.10 Subcontractor / Vendor will comply with all provisions of Walbridge's subcontract article on Safety including the requirement for 100% fall protection when working six (6) feet or more above a lower level?

Agree Disagree If Disagree, explain _____

3.11 If Subcontractor (or second and third tier Subcontractor) will be providing any type of crane lifts as part of its work, then Subcontractor / Vendor will comply with the Walbridge Crane Action Plan Program. Vendor Acknowledged

Note: Operator is required to have a Crane Operators certification from the National Certification Commission). _____

3.12 If Subcontractor (or any second or third Subcontractor) will be performing any type of steel erection as part of its work, then Subcontractor/Vendor will comply with the Walbridge Steel Erection Action Plan. As part of this plan, in compliance with OSHA Part 1926 (Safety & Health Regulations for Construction) Subpart R-Steel Erection, the Subcontractor understands he is required to submit a written Project Specific Steel Erection Plan developed by a qualified person.

Vendor Acknowledged _____

4. QUALITY, PERFORMANCE & EXECUTION

4.1 Is this subcontract to be assigned? Yes No _____

4.2 Are union trades required for this project? Yes No (if No, proceed to Section 4.3)

4.2.1 Vendor agrees to acceptance of Site Labor Agreement, if any (i.e. NMA, PLA, etc.)? Yes No N/A _____

4.2.2 Please specify, which union trades you or your Subcontractors intend to use for this project (i.e. Carpenters, Laborers, etc.) _____

Date:12.3.2020

4.2.3 Please specify the expiration date for *each* Local Union collective Bargaining agreement listed above. _____

4.2.4 Does the local have sufficient trades available? Yes No _____

4.3 Is there an Owner Subcontracting Plan and/or Labor Diversity requirement? Yes No _____

If Yes, how will the Subcontractor /Vendor contribute to the Plan? (i.e. Minority, Woman Owned, City, Small Business, Veteran, etc.)

Category: _____ % of Subcontract _____ Comments: _____

4.4 Review Subcontractor / Vendor's past performance evaluations. Acceptable? Yes No N/A _____

4.5 Subcontractor to list (3) recent and relevant projects: 1) _____ 2) _____ 3) _____

4.6 Who is the proposed Superintendent? _____

4.6a List (3) recent & relevant projects he/she has worked on:

1) _____ 2) _____ 3) _____

4.7 Are you proposing any major sub-subcontractors? Yes N/A _____

4.8 Are there any outstanding Walbridge cost issues or claims? Yes No

4.9 Are there any unique quality control requirements? (tolerance requirements, finishes, cleaning and flushing)

Yes No _____

4.10 Is it a requirement that the subcontractor has to be registered / licensed to work in this specific locality? Yes No

If Yes, do you have or will you obtain the necessary registration(s) / license(s) to perform this scope of work? Yes No

4.11 Is the project Federally funded? Yes No (if No, proceed to Section 5) _____

4.11.1 Has a Walbridge Self Certification form been completed for current year? Yes No _____

4.11.2 Is this a Subcontract to a Large Business for \$1,500,000 or greater? Yes No _____

If Yes, Vendor is required to comply with the small business goals and report into the eSRS.

Vendor Acknowledged

4.11.3 Is E-Verify required for this project? Yes No _____

4.11.4 Is the subcontract or purchase order value over \$5,500,000? Yes No

If Yes, Vendor is required to provide their ethics policy upon Award. _____

4.11.5 Is subcontractor paying independent contractors or its own employees by "piece work"? Yes No _____

If Yes, Legal Department Approval is required before Subcontract can be awarded.

4.11.6. Does subcontractor understand Davis Bacon Trade Scale for this scope of work? Yes No _____

5. SCHEDULE

5.1 Review delivery or completion schedule

5.1.1 Shop drawings/Submittals after award _____

5.1.2 How long before material is to show-up at Site after approval _____

5.1.3 Long-lead items _____

5.1.4 (Design-Assist/Build), Review of Design Packages _____

5.1.5 Anticipated Crew Size _____ # of Crews _____ Duration in Field _____

5.1.6 Work Hours 7-5

5.1.7 Discuss planned and peak manpower needs. Discussed _____

5.1.8 Subcontractor /Vendor acknowledge and accepts Walbridge and Owner's schedule? Yes No Schedule Date: _____

5.2 Is overtime and / or shift time included in the base bid to maintain job progress and meet the schedule?

Yes No NA If Yes explain _____

5.3 Is there any opportunity for off-site modularization? Yes No _____

5.4 If Subcontractor / Vendor falls behind or cannot meet the schedule by its own fault, then they will provide additional manpower, work shift time, and/or overtime to recover lost time. Yes No NA _____

5.5 Does the bid include all overtime and shift time necessary to make all cut-ins and cut-overs and avoid interference with

the Owner's operations? Yes No NA _____

5.6 Is there any Owner or Walbridge furnished material/equipment to be installed by Subcontractor? Yes No

If Yes, Subcontractor is responsible to inspect, document receipt, receive/ unload, inventory, distribute/hoist, protect, and provide cleanup and removal of all dunnage (boxes, pallets, wrapping, etc.) related to these furnished items.
Acknowledged

5.7 Review understanding of what Walbridge facilities, utilities, tools, and equipment may be used, (e.g. cranes, power, water, air, fork trucks, storage space inside or field office outside on the premises, etc).
None provided _____

5.8 Has the Subcontractor / Vendor visited the site and are they familiar with the site conditions? Yes No _____

5.9 Review Site Logistics Plan and Just in Time Delivery Requirements: _____

5.9.1 Any parking or busing requirements? Yes No _____

5.10 Does the Subcontractor / Vendor have any unique installation methods that will require special wall or roof openings for material access into the building/site? Yes No _____

5.11 Did the Subcontractor / Vendor include costs for clean-up as it relates to daily direct identifiable clean-up?

Yes No N/A _____

5.11.1 Are there any project specific requirements for clean-up (e.g. composite crews)? Yes No _____

5.12 Is V-Start required for start-up and checkout? Yes No If Yes, the Subcontractor / Vendor understands the requirements? Yes No N/A _____

5.13 Subcontractor / Vendor will comply with specified guarantee/warranty period. Yes No N/A _____
Time specified _____ year s). Special warranty considerations: _____

6. DESIGN/ SUSTAINABILITY

6.1 Did the subcontractor/vendor include Pre-Fabricated components in their scope of work? Yes No NA
If yes, discuss potential component impacts and coordination with other trades. _____

6.2 Is this a Design-Build contract? Yes No Is this a Design-Assist Contract? Yes No _____

If Design-Build, has the vendor included costs to produce complete Eng. & stamped designs? Yes No _____

If Design-Assist, has the vendor included costs for Design Coordination? Yes No _____

Do you need professional design services? Yes No If yes, allow Carlson Design Group to provide price.

6.3 If Design-Assist/Build, has Subcontractor thoroughly reviewed Design-Assist/Build clauses? Yes No N/A
If No, explain _____

6.4 Vendor agrees to design schedule? Yes No _____

6.5 Is the electronic media provided adequate for coordination purposes? Yes No N/A _____

6.6 Will BIM be utilized on the project? Yes No If yes, has subcontractor included all required cost for their work to comply with BIM requirements? Yes No If BIM is required, allow Walbridge Technologies to provide a price.

6.7 Does the Owner / Designer have a specified BIM platform? Yes No
If Yes, what is the required platform? _____

6.8 Can the Vendor / Subcontractor support this Platform? Yes No
If No, what Platform can they support? _____

6.9 Is the project to be LEED certified? Yes No If Yes, what Level? _____
If Yes, Vendor agrees to participate in LEED efforts. Vendor Acknowledged

7. BID RECAP

Additional remarks/comments/information to be provided no later than _____

Date:12.3.2020

Comments:

Invoicing to Owner not thru Textura system

Follow-up Items:

Walbridge Prequalification / Company Profile: _____

Subguard Information Requirements _____

Mandatory Alternates: (List below or Review Proposal)

Voluntary Alternates: (List below or Review Proposal)

Special Inclusions: _____

Special Exclusions: _____

End of Subcontractor Proposal Review Form

Date:12.3.2020

**PORTAGE DISTRICT LIBRARY
COUNTY OF KALAMAZOO
STATE OF MICHIGAN**

Resolution No.: _____

**RESOLUTION AUTHORIZING ISSUANCE OF
2021 LIBRARY IMPROVEMENT BONDS (GENERAL OBLIGATION-LIMITED TAX)**

At a meeting of the Board of Trustees of the Portage District Library, County of Kalamazoo, State of Michigan, held electronically on March 31, 2021, at _____ p.m.

PRESENT: Members _____

ABSENT: Members _____

The following resolution was offered by Member _____ and supported by Member _____:

WHEREAS, pursuant to Act No. 265 of the Michigan Public Acts of 1988, as amended, ("Act 265"), and Act No. 34 of the Michigan Public Acts of 2001, as amended ("Act 34"), the Portage District Library, County of Kalamazoo, State of Michigan ("Library"), has the authority to issue bonds to pay the costs of certain capital improvements; and

WHEREAS, the Library desires to design, acquire, construct, renovate, equip and furnish its existing building, new additions thereto, and related parking, landscape and other improvements to the site thereof, and all work necessary and incidental to those improvements (collectively, the "Improvements"); and

WHEREAS, the Improvements will enable the Library to provide more efficient and better quality library services to residents in the Library's service district; and

WHEREAS, to finance the cost of making the Improvements, the Library Board deems it necessary to borrow the sum of not to exceed \$7,750,000 and issue its 2021 Library Improvement Bonds (General Obligation-Limited Tax) pursuant to the provisions of Act 265 and Act 34.

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

1. NECESSITY. It is necessary for the public health, safety and welfare of the Library and its residents to make the Improvements and issue bonds of the Library, pursuant to Act 265 and Act 34, to finance the Improvements.

2. ESTIMATED COST - PERIOD OF USEFULNESS. The total cost of the Improvements, including the payment of legal and financial expenses and other expenses incident to the financing of the Improvements, which is estimated to not exceed \$7,750,000, is hereby approved and confirmed. The estimated useful life of the Improvements is not less than thirty (30) years.

3. ISSUANCE OF BONDS. To defray the cost of the Improvements, including legal, engineering, financial and other expenses and capitalized interest, if any, the Library shall issue bonds known as 2021 Library Improvement Bonds (General Obligation-Limited Tax) (the "Bonds") in the aggregate principal amount of not to exceed \$7,750,000, as finally determined by the Authorized Officer (defined below) in an order signed by the Authorized Officer. The balance of the cost of the Improvements, if any, shall be paid by grants or funds appropriated by the Library.

4. BOND TERMS. The Bonds shall be issued in fully registered form as to both principal and interest, in minimum denominations of \$5,000 each, or any multiple of \$5,000 above that amount, or such other denominations determined by the Authorized Officer at the time of sale ("Authorized Denominations"). The Bonds shall be numbered consecutively in

the order of authentication, shall be dated the date of delivery or such other date approved by the Authorized Officer at the time of sale, and shall be payable serially or as term bonds as determined by the Authorized Officer at the time of sale. Principal of the Bonds shall be payable in semiannual or annual installments, and be first payable on such date, as determined by the Authorized Officer at the time of sale, provided that the final maturity shall be no later than thirty (30) years after the date of issuance of the Bonds. The Bonds shall bear interest at a rate or rates not exceeding an average net interest rate of 5.0% per annum as determined by the Authorized Officer at the time of sale. Interest on the Bonds shall be payable semiannually on the first day of November and May of each year or such other dates as determined by the Authorized Officer at the time of sale, commencing on such date as determined by the Authorized Officer at the time of sale. The Authorized Officer may alter the bond terms within the parameters of this Resolution as hereafter provided.

5. CAPITALIZED INTEREST. The Authorized Officer shall have the authority to determine that up to two (2) years of interest on the Bonds be capitalized.

6. PAYMENT OF PRINCIPAL AND INTEREST. Both principal of and interest on the Bonds shall be payable in lawful money of the United States of America to the person appearing on the Bond registration books as the registered owner thereof. Payment of principal on the Bonds shall be made at the designated office of the Paying Agent (defined below), upon surrender of the Bonds. Payment of interest on the Bonds shall be paid to the registered owner at the address as it appears on the registration books as of the determination date. Initially, the determination date shall be the date as of the fifteenth (15th) day of the month prior to the payment date for each interest payment; however, the determination date may be changed by the Library to conform to market practice.

7. PLEDGE OF LIMITED TAX, FULL FAITH AND CREDIT, GENERAL OBLIGATION. The Library hereby pledges its limited tax, full faith and credit, general obligation for the prompt payment of the principal of and interest on the Bonds as and when due. In the event there are insufficient moneys for the payment of principal of and interest on the Bonds, the Library shall levy a tax on all taxable property in the Library's boundaries for the prompt payment of principal and interest on the Bonds, which tax shall be limited as to rate and amount by applicable constitutional, statutory and charter limitations on the taxing power of the Library.

8. PRIOR REDEMPTION.

a) Mandatory Redemption. Principal designated as a term bond maturity (if any) shall be subject to mandatory redemption, in whole or in part, by lot, at par plus accrued interest, on the redemption dates and in the amounts determined by the Authorized Officer at the time of sale. When term bonds are purchased by the Library and delivered to the Paying Agent for cancellation, or are redeemed in a manner other than by mandatory redemption, the principal amount of the term bonds affected shall be reduced by the principal amount of the Bonds so purchased and canceled or redeemed in the order determined by the Library.

b) Optional Redemption. The Bonds shall not be subject to optional redemption prior to maturity.

c) Notice of Redemption. Subject to the final sentence of this paragraph (c), notice of redemption of Bonds shall be given by mail to the registered owners of the Bonds to be redeemed not less than thirty (30) days prior to the date fixed for redemption, addressed to the registered owner at the registered address shown on the registration books of the Library maintained by the Paying Agent. Bonds called for redemption shall not bear interest

after the date fixed for redemption, provided funds are on hand with the Paying Agent to redeem the same. Notwithstanding anything to the contrary above, no notice of mandatory redemption is required to be given at any time when (i) the outstanding Bonds consist of a single bond that expressly sets forth all of the mandatory redemption dates and the principal amounts subject to mandatory redemption on those dates and (ii) the registered owner of that bond is a bank or financial institution. So long as the book-entry-only system remains in effect, the Paying Agent will give notice to Cede & Co., as nominee of the Depository Trust Company, New York, New York (“DTC”), and only Cede & Co. will be deemed to be a holder of the Bonds.

9. PAYING AGENT AND REGISTRATION.

a) Appointment of Paying Agent. The initial paying agent, transfer agent and bond registrar for the Bonds (the “Paying Agent”) shall be appointed by the Authorized Officer at the time of sale. From time to time, the Authorized Officer is authorized to remove the Paying Agent and appoint a successor Paying Agent and, also, in the event of the resignation of the Paying Agent, to designate and appoint a successor Paying Agent. In the event of a change in the Paying Agent, notice shall be given in writing, by certified mail, to each registered owner not less than sixty (60) days prior to the next interest payment date. The Paying Agent shall keep the official books for the recordation of the registered owners of the Bonds.

b) Registration. Registration of the Bonds shall be recorded in the registration books of the Library to be kept by the Paying Agent as bond registrar. Bonds may be transferred only by submitting the Bonds to the Paying Agent, together with a satisfactory instrument of transfer signed by the registered owner or his or her legal

representative duly authorized in writing, after which a new Bond or Bonds shall be authenticated and delivered by the Paying Agent to the transferee (new registered owner) in Authorized Denominations or any permitted multiple thereof, in the same aggregate principal amount and maturity as the Bond submitted for transfer. No transfer of Bonds shall be valid unless and until recorded on the bond registration books in accordance with the foregoing. The person in whose name any Bond is registered may for all purposes, notwithstanding any notice to the contrary, be deemed and treated by the Library and the Paying Agent as the absolute owner thereof, and any payment of principal and interest on any Bond to the registered owner thereof shall constitute a valid discharge of the Library's liability upon such Bond to the extent of such payment. No Bond shall be transferred less than twenty (20) days prior to an interest payment date nor after the Bond has been called for redemption.

10. BOND FORM. The Bonds shall be generally in the form attached hereto as Exhibit A, adjusted for serial bonds, if issued, and incorporated herein, with such changes as are recommended by the Library's Bond Counsel and approved by the officers of the Library signing the Bonds, whose signature thereon shall be conclusive evidence of such approval.

11. EXECUTION AND AUTHENTICATION OF BONDS. Any two of the Library Board President, the Library Board Secretary or the Authorized Officer are hereby authorized and directed to sign the Bonds, either manually or by facsimile signature, on behalf of the Library. The Bonds shall be authenticated by the Paying Agent and shall not be effective until so authenticated. Upon execution and authentication, the Bonds shall be delivered to the purchaser upon receipt of the purchase price.

12. BONDS MUTILATED, LOST OR DESTROYED. If any Bond shall become mutilated, the Library, at the expense of the holder of the Bond, shall execute, and the Paying

Agent shall authenticate and deliver, a new Bond of like tenor in exchange and substitution for the mutilated Bond, upon surrender to the Paying Agent of the mutilated Bond. If any Bond issued under this Resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft may be submitted to the Paying Agent and, if this evidence is satisfactory to both the Library and the Paying Agent, and indemnity satisfactory to the Paying Agent shall be given, the Library, at the expense of the owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Bond of like tenor, which shall bear the statement required by Act No. 354, Public Acts of Michigan, 1972, as amended, or any applicable law hereafter enacted, in lieu of and in substitution for the Bond so lost, destroyed or stolen. If any such Bond shall have matured or shall be about to mature, instead of issuing a substitute Bond, the Paying Agent may pay the same without surrender thereof.

13. BOND PAYMENT FUND. For payment of principal of and interest on the Bonds, there shall be established and maintained a debt service fund for the Bonds (the "Bond Payment Fund"). The accrued interest, if any, and capitalized interest, if any, received at the time of delivery of the Bonds shall be placed into the Bond Payment Fund. The Library shall budget annually a sufficient amount to pay the annual principal of and interest on the Bonds and deposit such amount in the Bond Payment Fund as needed to make payments of principal and interest as they become due; and the Library shall cause sufficient amounts in the Bond Payment Fund to be available to the Paying Agent at such times as needed to enable the Paying Agent to make payments of principal of and interest on the Bonds as they become due. Moneys in the Bond Payment Fund shall be expended solely for payment of principal and interest on the Bonds that first come due. Any moneys (other than for capitalized interest, if any) remaining in the Bond Payment Fund after the annual

payments of principal of and interest on the Bonds shall be transferred to the General Fund and shall no longer be pledged hereunder.

14. CONSTRUCTION FUND. Prior to delivery and sale of the Bonds, there shall be established a construction fund (the "Construction Fund"). After deducting the sums that are required to be deposited in the Bond Payment Fund, the balance of the proceeds of the Bonds shall be deposited into the Construction Fund. The moneys on deposit in the Construction Fund from time to time shall be used solely for the purpose for which the Bonds were issued. Any unexpended balance shall be used for such purposes as allowed by law. Any moneys remaining in the Construction Fund after payment of all such costs shall be transferred to the Bond Payment Fund. After completion of the Improvements and disposition of any remaining Bond proceeds, pursuant to the provisions of this Section, the Construction Fund shall be closed.

15. INVESTMENT OF FUNDS. Moneys in the funds and accounts established herein may be invested by the Library as allowed by law subject to the limitations imposed by arbitrage regulations and Section 148 of the Internal Revenue Code of 1986, as amended (the "Code").

16. DEPOSITORY AND FUNDS ON HAND. Moneys in the several funds and accounts maintained pursuant to this Resolution may be kept in one or more accounts at financial institutions designated by resolution of the Library, and if kept in one account, the moneys shall be allocated on the books and records of the Library in the manner and at the times provided in this Resolution.

17. ADDITIONAL BONDS. In accordance with the provisions of Act 265 and Act 34, the Library reserves the right to issue additional bonds of equal standing and priority with the Bonds.

18. CONTRACT WITH BONDHOLDERS. The provisions of this Resolution shall constitute a contract between the Library and the holder or holders of the Bonds from time to time and, after the issuance of any of the Bonds, no change, variation or alteration of the provisions of this Resolution may be made that would lessen the security for the Bonds. The provisions of this Resolution shall be enforceable by appropriate proceedings taken by such holder or holders, either at law or in equity.

19. SALE OF BONDS. The Authorized Officer is authorized and directed to: (a) consult with the Library's municipal advisor regarding what method of sale of the Bonds is expected to be in the best interests of the Library and provide the most favorable economic benefit to the Library; (b) with advice from the municipal advisor, to determine the method by which the Bonds shall be sold (e.g., private placement, competitive public sale or negotiated public offering); and (c) with advice from the municipal advisor, determine the sale details and parameters consistent with this Resolution. The maximum interest rate shall be five percent (5%) and the sale price shall not be less than 99% or more than 107% of the par value.

20. AUTHORIZED OFFICER. Notwithstanding any other provision of this Resolution, the Library Director and the Library Business Manager, or any one of them acting alone (the "Authorized Officer"), are authorized within the limitations of this Resolution to determine the title of the Bonds, the interest rate or rates (not to exceed the maximum average net interest rate per annum stated in this Resolution), amount of discount

(not to exceed 1%) or premium, amount of maturities, principal amount (not to exceed the maximum principal amount stated in this Resolution), amount of good faith deposit, if any, denominations, dates of issuance, dates of maturities (with the final maturity no later than thirty (30) years after the date of issuance of the Bonds), interest payment dates, optional and mandatory redemption rights, and term bond options.

The Authorized Officer is hereby authorized for and on behalf of the Library, without further Library Board approval, to: (a) approve the circulation of a preliminary and a final Official Statement describing the Bonds; (b) negotiate, approve and accept the terms of the commitment letter or other offer to purchase the Bonds from, and complete the sale of the Bonds to, a financial institution selected by the Authorized Officer, or to award the bid for the sale of the Bonds if the Bonds are sold at a public sale; (c) negotiate, arrange for and purchase municipal bond insurance on the Bonds, if deemed to provide an economic benefit to the transaction, as additional security for the bondholders; (d) apply to rating agencies for a rating on the Bonds; (e) determine whether the Bonds will be issued initially in book-entry-only form as one fully registered bond per maturity and be registered in the name of Cede & Co., as bondholder and nominee for the Depository Trust Company, New York, New York (“DTC”), with DTC acting as securities depository for the Bonds; (f) hire such professionals as the Authorized Officer determines may be required for the sale of the Bonds including without limitation a placement agent or underwriter; and (g) do all other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bonds.

Approval by the Library of the matters delegated in this section or any other sections may be evidenced by execution or approval of such documents by the Authorized Officer. The Authorized Officer, together with the Library President, or any one or more of them, are

authorized to execute any documents or certificates necessary to complete the transaction, including without limitation any applications, including applications to the Michigan Department of Treasury and any applications for waivers the Authorized Officer determines to be necessary, including the submission of any supporting or related documents, any certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules or regulations.

21. QUALIFIED TAX-EXEMPT OBLIGATION. The Library reasonably anticipates that the amount of qualified tax-exempt obligations that will be issued by the Library and all subordinate entities during the calendar year 2021 shall not exceed \$10,000,000. The Library hereby designates the Bonds, in their total principal amount, as “qualified tax-exempt obligations” for purposes of Section 265(b)(3)(B) of the Code.

22. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional or mandatory redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this Resolution shall be defeased and the owners of the Bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

23. TAX COVENANT. The Library covenants to comply with all requirements of the Code necessary to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.

24. [RESERVED]

25. CONTINUING DISCLOSURE. If the Bonds are sold at a public sale, the Authorized Officer is authorized to execute an agreement on behalf of the Library to provide or cause to be provided, in accordance with the requirements of Rule 15c2-12 (the "Rule") promulgated by the Securities and Exchange Commission: (a) on or prior to the last day of the seventh (7th) month after the end of the fiscal year of the Library, commencing with the first (1st) fiscal year ending after the issuance of the Bonds, certain annual financial information and operating data, including audited financial statements for the preceding fiscal year (or if audited financial statements are not available, unaudited financial statements), generally consistent with certain information that was contained or cross-referenced in the Official Statement relating to the Bonds, (b) timely notice of the occurrence of certain material events with respect to the Bonds, and (c) timely notice of a failure by the Library to provide the required annual financial information on or before the date specified in (a) above.

26. BOND COUNSEL. The firm of Foster, Swift, Collins & Smith, P.C. is hereby affirmed as bond counsel to the Library for the issuance of the Bonds.

27. MUNICIPAL ADVISOR. The firm of PFM Financial Advisors, LLC, is hereby affirmed as municipal advisor to the Library for the issuance of the Bonds.

28. RESOLUTION SUBJECT TO MICHIGAN LAW. The provisions of this Resolution are subject to the laws of the State of Michigan.

29. SECTION HEADINGS. The section headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

30. SEVERABILITY. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution.

31. CONFLICT. Except as provided above, all resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed; provided, that the foregoing shall not operate to repeal any provision thereof, the repeal of which would impair the obligation on the Bonds.

32. EFFECTIVE DATE OF RESOLUTION. This Resolution is determined by the Library Board of Trustees to be immediately necessary and shall be in full force and effect from and after its passage.

YEAS: Members _____

NAYS: Members _____

ABSENT: Members _____

RESOLUTION DECLARED ADOPTED.

Quyên Edwards, Board Secretary

STATE OF MICHIGAN)
) ss
COUNTY OF KALAMAZOO)

I, Quyên Edwards, the duly qualified and acting Secretary of the Board of the Portage District Library, Kalamazoo County, Michigan (the "Library") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Library Board at a meeting held on March 31, 2021, the original of which is on file in my office. Public notice of the meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 31st day of March, 2021.

Quyên Edwards, Board Secretary

Exhibit A

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF KALAMAZOO

PORTAGE DISTRICT LIBRARY

2021 LIBRARY IMPROVEMENT BONDS (GENERAL OBLIGATION-LIMITED TAX)

Interest Rate Maturity Date Date of Original Issue CUSIP

Registered Owner:

Principal Amount:

The Portage District Library, County of Kalamazoo, State of Michigan (the "Issuer or Library"), acknowledges itself indebted and, for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Date of Maturity specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on _____ 1, 2021, and semiannually thereafter on the first day of _____ and _____ of each year, except as the provisions hereinafter set forth with respect to redemption of this Bond prior to maturity may become applicable hereto.

This Bond is one of a total authorized issue of bonds of even date and like tenor except as to date of maturity, amount and rate of interest, numbered in order of registration, aggregating the principal sum of \$_____ (the "Bonds"), issued in accordance with the provisions of Act 265, Public Acts of Michigan, 1988, as amended, and Act No. 34, Public Acts of Michigan, 2001, as amended, and a Resolution adopted by the Board of the Library on March 31, 2021 (the "Resolution"), for the purpose of paying all or a portion of the costs to design, acquire, construct, renovate, equip and furnish its existing building, new additions thereto, and related parking,

landscape and improvements to the site thereof, and all work necessary and incidental to those improvements (collectively, "Improvements").

The limited tax, full faith and credit of the Issuer is pledged for the payment of this Bond, and the Issuer has pledged that it shall pay the principal of and interest on this Bond as it matures as a first budget obligation from its general fund and, after taking into account funds which the Issuer may have legally available for payment of principal of and interest on this Bond, shall levy annually ad valorem taxes on all taxable property in the Issuer's boundaries sufficient to pay the principal and interest on this Bond subject to constitutional, statutory and charter limitations on the taxing power of the Issuer.

Principal of this Bond is payable at the designated corporation trust office of _____, _____, Michigan, or such other Paying Agent as the Issuer may hereafter designate (the "Paying Agent") by notice mailed to the Registered Owner not less than sixty (60) days prior to the next interest payment date. Interest on this Bond is payable to the Registered Owner of record as of the fifteenth (15th) day of the month preceding the payment date as shown on the registration books of the Issuer maintained by the Paying Agent, by check or draft mailed to the Registered Owner at the registered address.

[Bonds maturing in the years ____ and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity in part, by lot, at the par value thereof plus accrued interest to the redemption date on ____ 1 of each of the following years in the amounts as follows:]

[Insert term bond maturity and redemption dates and amounts, as applicable]

[Term Bonds purchased by the Issuer and delivered to the Paying Agent for cancellation or which are redeemed in a manner other than by mandatory redemption, shall reduce the principal amount of the Term Bonds subject to mandatory redemption by the amount of the Bonds so redeemed, in the order determined by the Issuer.]

[Bonds maturing on or before ____ 1, ____, shall not be subject to redemption prior to maturity. Bonds maturing on or after ____ 1, ____, are subject to redemption prior to maturity as a whole or in part, at the option of the Issuer, in such order as the Issuer shall determine, on any dates, on or after ____ 1, ____. Bonds called for redemption shall be redeemed at the par value thereof plus accrued interest to the date of redemption, without a premium.]

Notice of the call of any Bonds for redemption shall be given by first class mail not less than thirty (30) days prior to the date fixed for redemption, to the Registered Owner at the registered address. Bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the Paying Agent to redeem such Bonds. Bonds shall be called for redemption in multiples of \$5,000, and Bonds of denominations of more than \$5,000 shall be treated as representing the number of bonds obtained by dividing the denomination of the Bond by \$5,000, and such Bonds may be redeemed in part. The notice of redemption of Bonds redeemed in part shall state that upon surrender of the Bond to be redeemed, a new Bond or Bonds in aggregate principal amount equal to the unredeemed portion of the Bond surrendered shall be issued to the Registered Owner thereof. [So long as the book-

entry-only system remains in effect, the Paying Agent will give notice to Cede & Co., as nominee of The Depository Trust Company, a New York corporation, only and only Cede & Co. will be deemed to be a holder of the Bonds.]

This Bond shall be registered in the name of the Registered Owner on the registration books kept by the Paying Agent and such registration noted hereon and thereafter no transfer shall be valid unless made upon the registration books and likewise noted hereon. This Bond is exchangeable at the request of the Registered Owner hereof, in person or by the Registered Owner's attorney duly authorized in writing, at the office of the Paying Agent, but only in the manner, subject to the limitations and at the Registered Owner's sole expense, for other bonds of an equal aggregate amount, upon surrender of this Bond to the Paying Agent. Upon such transfer, a new registered bond or bonds of the same series and the same maturity of authorized denomination will be issued to the transferee in exchange therefor.

The Issuer has designated the Bonds of this series as "qualified tax-exempt obligations" for purposes of Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Bond, exist and have been done and performed in regular and due time and form as required by law and that the total indebtedness of the Issuer including this Bond, does not exceed any charter, constitutional or statutory limitation.

IN WITNESS WHEREOF, the Portage District Library, County of Kalamazoo, State of Michigan, by its Board, has caused this Bond to be signed, by the manual or facsimile signatures of its Board President and Board Secretary, all as of _____, 2021.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

[SIGNATURE PAGE TO FOLLOW]

PORTAGE DISTRICT LIBRARY
County of Kalamazoo
State of Michigan

Michele Behr, Board President

Quyen Edwards, Board Secretary

CERTIFICATE OF REGISTRATION AND AUTHENTICATION

This Bond is one of the Portage District Library \$ _____ 2021 Library Improvement Bonds (General Obligation-Limited Tax), and has been registered in the name of the Registered Owner designated on the face thereof in the bond register maintained for the Issuer.

As Paying Agent/Bond Registrar/Transfer Agent

Authentication Date: _____ By: _____
Authorized Signatory

WRONGFUL USE OF CERTIFICATE

Unless this certificate is presented by an authorized representative of The Depository Trust Company, a New York corporation ("***DTC***"), to the Issuer or its agent for registration of transfer, exchange, or payment, and any certificate issued is registered in the name of Cede & Co. or in such other name as is requested by an authorized representative of DTC (and any payment is made to Cede & Co. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, Cede & Co., has an interest herein.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____

(please print or type social security number or taxpayer identification number and name and address of transferee)

the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____ Signed: _____

In the presence of: _____

Notice: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his authority to act must accompany the bond.

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guaranty program.

Signature Guaranteed: _____

PORTAGE DISTRICT LIBRARY BOARD

Special Board Meeting to be held on

Wednesday, March 31, 2021

via Zoom at 6:00 PM

I. Start of Meeting - Board members and staff gathered virtually via Zoom and the special board meeting started at 6:00 PM.

II. Roll Call

Board Members Present:

Ken Baker and I am participating virtually from Midland, MI.

Carol Bale and I am participating virtually from my home in Portage, MI.

Michele Behr and I am participating virtually from my home in Portage, MI.

Jeanne Friedman and I am participating virtually from my home in Portage, MI

Tom Vance and I am participating virtually from my home in Portage, MI.

Donna VanderVries and I am participating virtually from my home in Portage, MI.

Linda Whitlock and I am participating virtually from my home in Portage, MI.

Library Staff Present: Library Director Christy Klien, Rolfe Behrje, Quyen Edwards,
Rob Foti, Doran Lefaive, Abby Pylar, Pam Triplett

Guests Present: Toni Yannie

III. Comments or Requests from the Public, Board Members, or Library Staff

None.

IV. Adoption of the Agenda for the Special Meeting of March 31, 2021

Board Chair Behr asked if there were any changes needed to the agenda for the March 31, 2021 special board meeting before its adoption. There were no changes requested by trustees. Behr asked for a motion to adopt the brief agenda.

MOTION: It was moved by Trustee Bale and supported by Trustee Baker that the Library Board adopt the agenda for the special meeting of March 31, 2021. Roll Call Vote: Baker – yes, Bale – yes, Behr - yes, Friedman - yes, Vance - yes, VanderVries – yes, Whitlock – yes. 6-Yes, 0-No, 0-Absent. Motion carried.

V. Governance

A. Discussion Regarding Award of Contracts and Change Order Discretion

Library Director Klien stated that Facilities Manager Doran Lefaive has been very involved in the contractor vetting process with Walbridge and they if there are any questions they can be directed to him. There was a Zoom meeting on March 23rd to open the sealed bids received and involved approximately 50 contractors. Bids were opened and at this point in the process, we seem to be under budget. They are still interviewing for a second batch of contractors. Today's contracts are the priority contracts to get approved so they can start procuring supplies. We have learned especially with procuring steel, that time is of the essence. All contractors we are recommending today were the lowest bid for their area. The agenda packet shows the first 2 pages of each recommendation. In the interested of time, the average bid was approximately 60 pages per contractor. We have them on file in print in the library office if anyone is interested in reviewing the contracts in full. Klien said the page

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after the contract was a sample of the interview questions each contractor is asked. Klien said that the team at Walbridge has been wonderful to work with.

Klien said that the library is recommending the award of contracts as follows:

Concrete—Earley & Associates, \$469,600
Earthwork & Site Utilities—Lounsbury Excavating, Inc., \$239,400
Masonry—Schiffer Mason Contractors, Inc., \$257,000
Structural Steel & Misc. Metals—Division 5 Metalworks, \$468,651
General Trades—A & G Construction, \$868,000
Roofing—Division 7 Building Contractors, Inc., \$92,133
Aluminum & Glass—Lakeshore Glass and Metals, LLC., \$87,105
Painting & Wallcoverings—H & H Painting Company, Inc., \$132,026
Fire Protection—Total Fire Protection, \$58,660
Mechanical—R.W. LaPine, \$1,384,000
Electrical—Circuit Electric, \$669,150
Asphalt Paving—J. Allen & Company, Inc., \$45,250

Klien said that some of the bids came in well under the Walbridge estimate. They have recommended proceeding with those contractors, however they did warn that the possibility for more change orders is there. VanderVries asked if this is common for construction projects and Klien responded, yes.

Trustee Vance said that he had observed that in every contract, prevailing wage was checked “no”. Vance said that he would like to understand what that means. Lefaive said that his understanding that our project is not a union job so we do not require union workers. Klien said that she would double check and follow up with trustees about that.

Trustee Baker asked about difference in projected amount and bid. Klien said that if there are change order over \$25,000 would ask for a Special Meeting

Board Chair Behr asked what general trades covered and Lefaive responded that it is anything not covered in the other contracts. He gave an example of a corner stone that is located in an office that needs to be salvaged and that will fall under general trades. Behr also asked about MBE inclusion. Whitlock said that she had looked into that as well and it refers to a minority inclusion, similar to the prevailing wage issue discussed previously. Behr said that her final question regarded fire protection. Lefaive said we are working on a new riser design, fire hydrant and water. There will be a new line coming in to the boiler room to the new addition. Existing space is adequate for the sprinkler system. Current system is obsolete and will need to be upgraded. Behr asked about the alternate bid from RW LaPine. Klien said that if there is money in the budget we may also chose to move forward with additional projects.

MOTION: It was moved by Trustee Vance and supported by Trustee VanderVries that the Library Board approve the twelve construction contracts as recommended. Roll Call Vote: Baker – yes, Bale – yes, Behr - yes, Friedman - yes, Vance - yes, VanderVries – yes, Whitlock – yes. 6-Yes, 0-No, 0-Absent. Motion carried.

Change Order Discretion

Our construction management and architect team have recommended that the Library Board grant the Library Director and Business Manager discretion to approve any change order that does not increase any individual contractor more than \$25,000. Any change order that impacts a contractor by more than \$25,000 will come to the board for approval. Giving this approval will allow the project to continue on schedule and minimize the number of Special Meetings that would need to occur.

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Klien said that the library has been advised that a change order amount could vary at the comfort level of the Board from \$25,000 to \$50,000 per contractor per change order. Behr asked if there was additional discussion regarding this topic. Foti said that the amount of the change order depends on the size of the project and the size of the budget.

MOTION: It was moved by Trustee Baker and supported by Trustee VanderVries that the Library Board grant the Library Director and Business Manager discretion to approve any change order that does not increase any individual contractor more than \$50,000. Roll Call Vote: Baker – yes, Bale – yes, Behr - yes, Friedman - yes, Vance - yes, VanderVries – yes, Whitlock – yes. 6-Yes, 0-No, 0-Absent. Motion carried.

B. Resolution Authorizing Issuance of 2021 Library Improvement Bonds

Business Manager Foti spoke with the attorney today who is our bond counsel and construction project attorney. Foti said the document contains a lot of detail and we want to make sure trustees understand what it entails. This resolution contains a not to exceed number; the library can not sell bonds in an amount to exceed \$7,750,000. This number is higher than anticipated for flexibility. When all the bids are complete and compared to budget and we have time to review alternates or additions, we should have a closer budget number to present to the Board by the April meeting. We are anticipating a late May, early June sale. We have received the advice of the bond attorney, municipal finance, and auditors to make sure accounting is correct. With the support of these three services, they will make sure our project is implemented correctly.

MOTION: It was moved by Trustee Vance and supported by Trustee Baker that the Library Board adopt the Resolution Authorizing Issuance of 2021 Library Improvement Bonds. Roll Call Vote: Baker – yes, Bale – yes, Behr - yes, Friedman - yes, Vance - yes, VanderVries – yes, Whitlock – yes. 6-Yes, 0-No, 0-Absent. Motion carried.

VI. Assessment of Meeting and Additional Comments

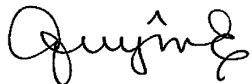
A. None.

VII. Adjournment

Library Board Chair Behr said if there was no further business to be considered, that she would adjourn the special board meeting of March 31, 2021.

DISPOSITION: The special board meeting of March 31, 2021 was adjourned at 7:01 PM.

Recorded and Transcribed by,



Quyen Edwards, Library Board Secretary