

**MINUTES OF THE SPECIAL MEETING OF THE  
EVERGREEN PARK PUBLIC LIBRARY BOARD OF TRUSTEES  
MONDAY, DECEMBER 29, 2014  
4:00 PM  
LIBRARY LOWER LEVEL**

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President Kim Shine called the meeting to order at 4:26 pm. Present were Vice President Virginia Chandler, Treasurer Elizabeth Topa, and Trustee Kathy Savory. Also present were Library Director Nicki Seidl and Shaun Kelly, AIA, Senior Associate, Engberg Anderson Architects.

President Kim Shine requested that the following item be added to the agenda as Item Number 4: Approval to accept Furniture Package 01, not to exceed \$13,000; Furniture Package 02, not to exceed \$21,411; and Furniture Package 03, not to exceed \$6,500. Virginia Chandler motioned that the item be added to the agenda, seconded by Kathy Savory. The motion passed unanimously.

Shaun Kelly, Senior Associate from Engberg Anderson Architects reviewed the bids received for the Library Renovation Project, and detailed expected project costs. Upon review of the base bids, RL Sohol General Contractors, 14150 U.S. 30, Plainfield, IL 60544 is the apparent low bidder, and supporting documentation required in the pre-qualification process established them as a responsible bidder. There is no reason to disqualify them as the apparent low bidder. Therefore, Kathy Savory motioned for approval to accept the apparent low bidder, RL Sohol General Contractors, Inc., with a base bid of \$172,300 plus alternate 1 (study room construction) of \$14,700 for a total of \$187,000. Virginia Chandler seconded the motion, which passed unanimously by roll call vote: 4 ayes, 0 nays, 3 absent.

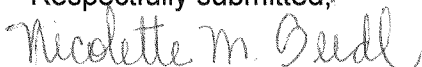
Elizabeth Topa motioned for approval to accept Furniture Package 01, not to exceed \$13,000; Furniture Package 02, not to exceed \$21,411; and Furniture Package 03, not to exceed \$6,500. Kathy Savory seconded the motion, which passed unanimously by roll call vote: 4 ayes, 0 nays, 3 absent.

Elizabeth Topa motioned that Engberg Anderson Architects, 320 E Buffalo Street, Suite 500, Milwaukee, WI 53202 be authorized to prepare the agreement between Owner and Contractor. Kathy Savory seconded the motion, which passed unanimously.

After discussion, it was determined that for expediency of the project it would be advisable to give authorization for contingency spending to the Library Director. Contingency funds are not expected to exceed \$19,000. Therefore, Elizabeth Topa motioned that Library Director Nicki Seidl, following approval from Library Board President Kim Shine, be authorized to spend contingency funds of up to \$5,000 without full Board approval. Kathy Savory seconded the motion, which passed unanimously.

There being no further business to discuss, Elizabeth Topa motioned to adjourn the meeting, seconded by Virginia Chandler. The meeting adjourned at 4:50 pm.

Respectfully submitted,



Nicki Seidl, Secretary Pro-Tem