

December 15, 2010

Meeting: GF Public Library Building Committee  
Wednesday, December 15, 2010 – 7 a.m.  
Grand Forks Library Meeting Room

Members in Attendance: Doug Carpenter, Al Grasser, Ann Pederson, Jeff Regimbal, Leroy Sondrol, Wendy Wendt and Susan Mickelson

Also in Attendance: Hal Gershman and Roger Helland

1. **Call to Order** – Susan Mickelson called the meeting to order at 7:05 a.m.
2. **Comparative Site Study** – The group discussed deliverables for the Comparative Site Study requested by City Council at the work session held on Monday evening, December 13. Council asked for Comparative Site Studies for three potential scenarios for the Grand Forks Public Library project. The Building Committee also wants the same information provided for a razing of the current library building and new construction on that site, with acquisition of additional property as necessary and/or feasible. The four scenarios involved in the Comparative Site Study include:
  - New construction at the Leever's site
  - New construction at the Wellness Center site
  - Addition and remodel of existing library with additional property acquisition
  - Razing of current library building; new construction on that site with additional property acquisition

The Building Committee has requested an updated estimate from architect partner Rick McCarthy for completion of this comparative study with all four scenarios in place. Roger Helland and Susan will work with Rick to provide details regarding the scope of work for all requested reports. In addition to the items McCarthy provided in the original estimate (dated December 13, 2010), the Building Committee requests that the following information be included in the Comparative Site Study:

- Total project perspective, including: building, parking lot, cut-ins and adjacencies for entrances, sewer and water hookups, retention facility and landscaping
- Site plans for visual reference of all report findings
- Proposed budget with line items for all requested elements, include FFE

Additional areas of concern that should be addressed within the reports:

- Operating cost comparisons for one-story construction vs. two-story construction (impact on staffing, operating costs, maintenance)
- In a remodeling scenario for the existing building, cost benefit analysis for installing new raised floors vs. cutting power into the existing concrete floors
- Installation costs of geothermal heating and cooling system in a new construction scenario vs. remodel/addition; as well as the life cycle expectations for such a unit.

- Opportunities for reduced operating costs through shared retention opportunities of geothermal systems at the Wellness Center site.
- Breakout of projected relocation expenses should the library need to operate out of a secondary facility during the construction process.

Deadline for submission of the reports to Susan Mickelson is Friday, January 14, 2011. When received, Susan will distribute the information electronically to all Building Committee members and Library Board members. It is requested that Rick McCarthy be present to discuss the content of the reports at a joint meeting of the Building Committee and the Library Board scheduled for 7 a.m. on Wednesday, January 19, 2011 at the Grand Forks Public Library. Rick will also be present to address City Council and conduct the presentation of the Comparative Site Study results scheduled for 5:30 p.m. on Monday, January, 2011. The estimate for services should include anticipated travel fees for these two meetings.

3. **Site Acquisition** – Doug Carpenter and Wendy Wendt agreed to approach property owners of land adjacent to the current library to inquire about size, availability, and potential cost. This information will be provided to Rick McCarthy so it can be worked into the Comparative Site Studies as appropriate.
4. **Traffic Study** – Al Grasser will work with Jane Williams to locate and retain a qualified consultant to prepare a traffic study for each of the three proposed sites. Al will also develop the necessary scope of work for this traffic study. Deadline for completion is Friday, January 14, 2011.
5. **Miscellaneous**
  - Leroy will contact Craig Tweten of Community Contractors to ask for an assessment and opinion on remodeling/addition costs at the current library facility.
  - Al will research the special assessments and anticipated special assessments for each of the proposed sites.
  - Al will also look into site prep and infrastructure costs (shared or otherwise) at the Wellness Center site.
  - Al, Roger, and Rick will communicate closely in an effort to provide the most comprehensive report content possible for City Council’s review, thus allowing better opportunity to keep the library project timeline on track for an April special election.
6. **Next Meeting** -- The next meeting of the Building Committee will be held Wednesday, December 22, at 7 a.m. in the Library Meeting Room.
7. **Officers** -- Jeff Regimbal agreed to serve as chair for the Building Committee and Wendy Wendt will serve as recording secretary for the next meeting since Susan will not be present.
8. **Adjournment** -- The meeting was adjourned at 9:10 a.m.

Duly recorded,

Susan Mickelson