

**Village of New Glarus  
Minutes of the Building Committee  
New Glarus Public Library  
Library Board of Trustees  
December 8, 2015**

The meeting was called to order at 5:02 p.m. in the New Glarus Village Hall Board Room. In attendance were Building Committee members: Wayne Duerst, Jody Hoesly, Becky Weiss, and Library Director Lauren White. Also in attendance were Owners Representatives (ORs) Kevin Budsberg and Linda Hiland, Library Board Trustees Suzi Janowiak (arrived 6:09 p.m.), Lexa Speth (arrived 6:23 p.m.) and Petra Streiff (arrived 6:27 p.m.).

**ANNOUNCEMENT:** Please silence all cell phones for the duration of the meeting.

**CMAR UPDATE: GMP MEETING WITH MAAS BROTHERS CO., INC.:** K. Budsberg and L. Hiland started by providing an update of the meetings they attended (as ORs) with Dimension IV Madison Design Group and Maas Brothers, regarding the next steps in the GMP (Guaranteed Maximum Pricing) process. K. Budsberg circulated from Dimension IV a document labeled "Draft R1" dated December 8, 2015 and "Owner's Representative's Report" dated December 8, 2015; all took time to review the two documents.

K. Budsberg and L. Hiland started by explaining that Maas Brothers is currently estimating costs between \$2.2 million and \$2.4 million for the project. Maas cited an increase in expenses due to site (Glerner Park) development work and the overall industry wide increase in construction costs, most specifically the increased costs for anything related to concrete. Next they ran through the layout on the ORs report and pointed out that sections 1-2 related to general construction, sections 3-7 related to site and sections 8-19 were related to the building. They also added that Maas referenced the ability to adjust design elements such as removing a doorway in the staff area, which would be a cost reduction method.

B. Weiss asked in reference to item 5 – if not asphalt what would the paving surface be; L. Hiland pointed out that it is still planned to be asphalt, but that the different layers and thickness originally specified in the scope would be adjusted. Next B. Weiss asked about the reference to "prevailing wage"; K. Budsberg added that is currently an unknown as it is uncertain when it would go into effect. That basically we will have to wait till further in the process and consult with different groups such as the Village Attorney.

J. Hoesly asked if there was an estimate on what rate the cost per square footage is increasing by yearly; L. Hiland replied that Maas referenced a 5% increase per year. Director White added that in a conversation with Deb Haeffner, Building & Design Consultant with South Central Library System (SCLS) that D. Haeffner referenced it as growing by leaps and bounds.

B. Weiss asked about the timing of laying water and sanitary lines; K. Budsberg reported that they could be run at any time, ideally when the weather is best. This led into a discussion of sidewalks and when they can be laid and cost.

Next B. Weiss asked about the reference to change plumbing and electrical to "design build" process; L. Hiland reported that Maas would let sub-contractors bid on their own system specs (specifications) and design instead of bidding on the design currently proposed by HEIN Engineering Group. One example, L. Hiland gave was that a sub-contractor may propose moving the HVAC system from the mezzanine to be outside. Director White mentioned the effect being outdoors could have on the expected lifetime of the equipment if exposed to outdoor elements.

L. Hiland went on to add that Maas Brothers is asking that we consider the following options: One, design build process for contractors (this is referenced as MEP for Mechanical, Electrical and Plumbing). Two, do additional soil borings in the areas of the parking lot and detention pond to determine top soil depth and soil conditions plus hire a Civil Engineer to review soil borings and provide their expertise on site work.

W. Duerst started by asking for more clarification on the MEP process and gave an example related to heating systems; K. Budsberg directed us to page 42 of the current CBR and pointed out that it has very specific specs and no alternatives proposed.

It was pointed out that if we consider the MEP design build process that we would need to clarify who is responsible for handling any issues with the sub-contractors, us or Maas Brothers.

B. Weiss asked about costs for a Civil Engineer; K. Budsberg said the cost was in the range of \$15,000 - \$20,000. As an example, the Civil Engineer may be able to save us money if they determine that the soil removed from the proposed detention ponds is able to be re-purposed and used in the building footprint part of the site. We will need to check with Dimension IV and Maas Brothers if a Civil Engineer would be used in the process regardless or if this is a new expense.

Director White asked how soil borings are generally done; both K. Budsberg and W. Duerst added that they are generally only in the building footprint.

J. Hoesly asked for clarification on fundraising goals; K. Budsberg talked about the amounts for the Capital Campaign and Endowment.

L. Hiland asked that given the new information related to site work do we continue on with the report to the Village Board currently scheduled for January 5<sup>th</sup>, 2016. All shared their thoughts on the timeline and the upcoming presentation.

MEP process was the next discussion item and we ran through various square footage scenarios. Plus the fact that since this is an actual bid process the scenario that we could end up rejecting all the bids till we are ready to proceed with the project. Additional we talked about FFE (Fixtures, Furniture, and Equipment) budget.

J. Hoesly added that she is ok with proceeding with the MEP process plus soil borings as they would have been done at some point in the project anyway and are not a new cost. However, she was not ready to move forward with the Civil Engineer until we find out if their services would be required anyway. B. Weiss and Director White were in consensus with J. Hoesly. K. Budsberg and W. Duerst then had a conversation about what the soil borings could reveal about topsoil conditions.

Next we summarized some of the various items that need to be clarified with Dimension IV and Maas Brothers:

- Soil Borings – specific number and location where needed
- Civil Engineer – are we just bringing them on earlier in the project or is this a brand new cost. Exactly what tasks would the Civil Engineer perform.
- Clarification on what is included in the phrase “Millwork Cabinetry”
- What is needed to proceed with the MEP process – for example a notice for public hearing was mentioned

J. Hoesly summarized that she would recommend that we move forward with MEP plus recommend moving forward with soil borings if the information can bring us to a more accurate CBR and GMP. Wait on the Civil Engineer until we get more information on their role in the project.

**DISCUSSION AND RECOMMENDATION: CONCEPT AND BUDGET REPORT (CBR):** We did not have a separate discussion on this agenda item tonight; however the CBR was referenced on as part of our discussion related to the CMAR update.

**DISCUSSION AND RECOMMENDATION: OPERATING BUDGET:** We did not discuss this agenda item tonight.

**DISCUSSION AND CONSIDERATION: APPROVAL OF MINUTES:**

- Moved to approve the November 10, 2015 Minutes of the NGPL Building Committee noting typographical corrections by J. Hoesly, second by W. Duerst. Motion Carried.

**ADJOURNMENT:** Meeting adjourned on a motion by B. Weiss, second by J. Hoesly. Motion carried at 6:42 p.m.

*Respectfully Submitted,  
Becky Weiss, Secretary*

*Minutes are not official till the next meeting.*