



Mesa County Libraries
BOARD
 OF **TRUSTEES**
 • C O M M I T T E E M E E T I N G •

East Valley Project Steering Committee MINUTES

Date and Time: Monday, November 4, 2019 – 4 p.m.

Location: Central Library, 443 N. 6th St., Grand Junction, CO – Study Room B

#	Agenda Item
1	Opening: <ul style="list-style-type: none"> • Call to Order and Roll Call <ul style="list-style-type: none"> ○ Board President Blanchard called the meeting to order at 4:05 p.m. ○ BOARD PRESENT: Barry Blanchard, Cindy Cyphers, Chris Mahre ○ STAFF PRESENT: Michelle Boisvenue-Fox, Karen Kllanxhja, Stacey Smith, Blair Wade, Shana Wade, Wynell Webster ○ GUEST PRESENT: Jane Fine Foster • Review of Agenda: The agenda was accepted as presented.
2	Determine East Valley Project Steering Committee Chair <ul style="list-style-type: none"> • Blanchard was nominated by Cyphers for Committee Chair; Mahre seconded. Motion carried.
3	Discuss Purpose and Scope of the Committee <ul style="list-style-type: none"> • <i>Purpose and Scope:</i> Blanchard advised that this committee will address needed discussions on the East Valley Project (EVP) at 3180 F Road, including initial steps, financing, and progression. • <i>University Technical Assistance Program (UTA):</i> Blanchard reported that previous to this committee meeting, he and library directors met with Chris Endreson, Technical Assistance Coordinator of the Colorado Center for Community Development at the University of Colorado Denver. They offer the UTA, and have proposed being involved in the conceptual design of the EVP branch by producing a clear, defined list of needs and wants with conceptual drawings ready for an architect. UTA’s engagement would result in eligibility for Colorado Department of Local Affairs (DOLA) grants for MCL. The timeline for UTA’s work is estimated at 10 months. Kllanxhja recounted that DOLA has indicated that they want to work with MCL; she will need to clarify parameters. A cost outlay of \$10,000 is expected to work with UTA, which would be a significant savings from the usual cost of architectural conceptual drawings.
4	Review of Owner’s Representative Proposals Received <ul style="list-style-type: none"> • B. Wade declared that there were four bids submitted for an EVP owner’s representative for MCL. The public bid opening was conducted on October 31 with a representative of BG & Co present. The other bidders were Thomas L. Swenson, Artaic Group, and Phil Vaughan Construction, Inc. <ul style="list-style-type: none"> ○ Lumpsum bids were as follows: Swenson- \$90,000, Artaic- \$158,000, BG & Co.- \$178,200, and Vaughan- \$300,045. ○ MCL will not immediately act upon these proposals, but they may be revisited in 30-45 days with negotiations or a new request for proposals with rescoping. Blanchard noted a need for an owner’s representative even if UTA is engaged during the concept design phase. ○ It was determined that respondents would be notified of potential next steps by December 31.

5	<p>Discuss East Valley Project Next Steps</p> <ul style="list-style-type: none"> • <i>Next Steps:</i> Library staff will meet with potential partners about possible service inclusions in the new branch that would support and expand existing library services. Blanchard encouraged pursuit of these meetings soon to determine interest, timelines, concepts for implementation, and grant eligibility. A phased approach may be considered for future partnerships if they do not fit the timeline. • <i>Funding:</i> Blanchard requested that B. Wade develop a committee report with a range of existing and available MCL/MCLF funds that could potentially be invested in the EVP branch. A draft of anticipated funding will inform the timeline. • <i>Timeline:</i> Within the next 30 days, it was determined that staff can meet with potential partners, gather more information from UTA, finalize the needs assessment report, and estimate preliminary available funding. This committee will meet again on December 10 at 11:30 a.m. The conceptual design option selected by MCL will influence the construction timeline and costs. Actual construction start of the EVP depends upon sourcing available funding and other logistics. • <i>Square Footage:</i> A square footage estimate for the EVP branch will be developed from the needs assessment report and will be balanced with feasibility and community partner concepts. Early per-square-foot estimates range from \$350 to \$400.
6	<p>Adjournment</p> <ul style="list-style-type: none"> • Cyphers moved to adjourn the meeting at 5:10 p.m.; Mahre seconded. Motion carried.

Minutes submitted by Stacey Smith, MCL Executive Assistant.