

DETROIT LIBRARY COMMISSION PROCEEDINGS**SPECIAL MEETING****JUNE 25, 2013**

President Bellant called the Special Meeting of the Detroit Library Commission to order at 4:00 p.m.

Present: President Bellant, Commissioners Allen, Hicks, Kinloch, Lemmons, Quarterman

Administrative Staff: Mondowney, Machie, Norfolk, Powell

Excused: Commissioner Jackson

Present Also: Cheryl Blessett, Margaret Bruni, Deborah Dorsey, A.J. Funchess, Mike McElgunn, Yvette Rice, Alma Simmons, Talisha Williams and others

REPORT OF THE PRESIDENT

President Bellant reported that State Senator Bert Johnson was able to get consensus in the legislation that two million dollars (\$2,000,000) was allocated in the state budget for the Detroit Public Library that had been approved by the legislature. It is still subject to Governor Snyder's final approval. This is the response to what DPL has lost on tax captures.

President Bellant also reported that the Highland Park High School which is now a Leona Group charter school, threw their entire school library into dumpsters behind the school. The books have been recovered and are now in safe storage.

COMMITTEE ON FINANCE**Authorization to Contract for Repair of Cass Circular Driveway and Outer Sidewalk**

The circular driveway and outer sidewalk located on the Cass side of Main Library are in critical need of repair. This has become a safety hazard to Main Library's customers and staff. If these repairs are not made, the Cass entrance to Main Library will have to be closed, thereby disqualifying the building as an ADA accessible facility.

Minutes were approved at the September 17, 2013 Commission Meeting

On April 1, 2013, a Request for Proposal (RFP) for these repairs was mailed to sixteen (16) metro Detroit contractors, published in the *Detroit Legal News*, *Michigan Chronicle*, Michigan Minority Business Development Council (MMBDC), Black Chamber of Commerce, Michigan Small Business Bureau, Construction Association of Michigan, and DPL's website.

There was a mandatory walk through on Tuesday, April 23, 2013, and all sealed bids were to be returned to DPL by Thursday, May 23, 2013, no later than 2:30 p.m.

There were six (6) qualified paving/concrete contractors that participated in the mandatory walk through, however there was only one (1) contractor that submitted a bid that complied with DPL's RFP and Addendums #1 & #2.

Facilities reviewed the following bids:

<u>Vendor</u>	<u>Amount</u>
Hutch Paving, Inc. Warren, MI	\$121,700 (Base Bid) <u>\$ 1,500</u> (City Permits if Required) \$123,200

Bids were not received from the following vendors:

ABC Paving Co. – Trenton, MI
 Best Asphalt, Inc. – Romulus, MI
 Budget Paving – Brighton, MI
 Cadillac Asphalt, LLC – Wixom, MI
 Federal Paving, Inc. – Auburn Hills, MI
 Four Way Asphalt Paving – Highland Park, MI
 Iafate Construction Co. – Warren, MI
 Jeffrey Co. – Trenton, MI
 Turner Construction Co. – Detroit, MI
 U.S. Construction & Design Services – West Bloomfield, MI
 G. Housey Company – Detroit, MI
 Femi Talabi & Associates – Detroit, MI
 J.O.A. Construction – Detroit, MI
 Jomar Building Co. – Detroit, MI
 Bowman Associates – Clinton Township, MI

After checking four (4) of Hutch Paving Inc.'s, listed references the Library's Facilities Department is recommending that Hutch Paving, Inc. of Warren, Michigan, be awarded the contract.

Authorization is requested to enter into a contract with Hutch Paving Inc. of Warren, MI to repair the Cass circular drive and outer sidewalk. The amount of the contract is for a base bid of \$121,700 plus \$1,500 for City of Detroit permits, if required. The amount of the contract is not to exceed one hundred twenty three thousand two hundred dollars (\$123,200).

The Facilities Department is also requesting a contingency of 10% (\$12,170) for this project.

COMMISSION ACTION

Commissioner Kinloch made a motion to contract for repair of the Cass Circular Driveway and the Outer Sidewalk. Commissioner Lemmons supported.

Discussion

Commissioner Hicks apologized to the members of the Commission as well as members of the Committee on Finance. He stated that his recollection of the finance meeting showed the repair of the Cass circular driveway and outer sidewalk contract had not been presented to the Finance Committee. However, the contract was presented to the Finance Committee and its approval was voted 2 to 1.

Commissioner Hicks said he had prepared a statement relating to his oversight in this matter and sent it to the Commissioners and he requested that a copy be attached to the minutes for the record.

Commissioner Hicks said he was concerned that the amount of the contract was excessive and it was the only bid submitted.

Commissioner Quarterman suggested the Chairperson of a committee receive a draft copy of the committee meeting minutes prior to the Commission meeting.

Commissioner Quarterman also suggested that if two separate committees are involved in voting on an action item that will come to Commission, then neither chairperson of the committees should chair the Commission meeting.

Mrs. Mondowney suggested that if the meetings are held consecutively, it would be helpful to state the outcome of an action item on each agenda. This would include who made the motion, who supported it and whether the item was moved to be forwarded to the Commission for approval.

Ms. Machie asked the Commission to give consideration to the staff who produce the meeting minutes. She said a lot of work goes into preparing the minutes and she agreed with Mrs. Mondowney's suggestion of stating the outcome of an action item on each agenda.

Minutes were approved at the September 17, 2013 Commission Meeting

COMMISSION ACTION CONT'D

A roll call vote was taken with the following results:

Commissioner Allen	Yes
Commissioner Hicks	No
Commissioner Quarterman	Yes
Commissioner Lemmons	Yes
Commissioner Jackson	Absent
President Bellant	Yes
Commissioner Kinloch	Yes

The motion carried.

Comments

Commissioner Quarterman asked if the Commission and the Committees meet during the summer months.

President Bellant said the committees should continue to function and Special Commission meetings would be scheduled as needed to approve action items.

The meeting was adjourned at 4:27 p.m.