

DETROIT LIBRARY COMMISSION PROCEEDINGS

RETREAT MEETING MINUTES

JULY 23, 2011

A Retreat Meeting was held for the Detroit Library Commission at the Inn at St. Johns Conference Center, Plymouth, Michigan. President Thomas called the business portion of the Retreat Meeting for the Detroit Library Commission to order at 2:20 p.m.

Present: President Thomas, Commissioners Bellant, Jackson, Kinloch, and Quarterman

Excused: Commissioners Adams and Hicks

Present Also: Lynda Jeffries, Retreat Meeting Facilitator
Jesse Long Bey, Michigan Citizen (*present in the morning*)

REPORT OF THE PRESIDENT

Committee Appointments

President Thomas revised committee assignments due to recent changes with the Commission members. He appointed Franklin Jackson to the Audit Committee and the Committees on Administration and Buildings. Commissioner Quarterman will be the Chair of the Audit Committee and Commissioner Hicks will be the Chair of the Committee on Finance.

REPORT OF THE COMMITTEE ON BUILDINGS

Request to Abate and Demolish Mark Twain Branch Library

Commissioner Bellant reported on the status of the 21,000 square foot Mark Twain branch. The branch was constructed in 1940 and closed in 1997 due to asbestos and repair issues. The building has deteriorated after years of exposure to nature and vandals which have completely destroyed the building inside and out. It has become a liability for the Library and needs to be abated and demolished for the following reasons:

- Full of friable and non-friable asbestos materials
- Health and safety issues
- Boarded up two or three times a day due to vandalism
- Leaking roof and damaged windows
- Eye sore in the community
- Empty the last eight years without heat

A Request for Proposal (RFP) for a demolition contractor was advertised in the *Legal News, Michigan Chronicle* and placed on the Library's website. Out of the fifteen demolition contractors contacted, eleven made the mandatory walk through and six submitted bids. The results are as follows:

<u>Vendor</u>	<u>Demolition</u>	<u>Asbestos</u>	<u>Total</u>
Adamo Demolition Co. Detroit, MI	\$105,835	\$ 88,000	\$193,835
Dore and Associates Bay City, MI	\$110,400	\$ 127,600	\$238,000
Able Demolition, Inc. Shelby Township, MI	\$128,400	\$ -0-	\$128,400
FDI-Farrow Group Detroit, MI	\$127,733	\$ -0-	\$127,733
Homrich, Inc. Carleton, MI	\$117,000	\$ -0-	\$117,000
*International Construction Shelby Township, MI	\$ 89,980	\$ -0-	\$ 89,980
Professional Abatement Melvindale, MI	\$ -0-	\$ 96,000	\$ 96,000

*International Construction is not listed as a demolition contractor. They are listed as a grading contractor, highway, and street and bridge construction. Their City of Detroit wrecking contractors Class "A" license was not submitted. There is no demolition done in the City without a license.

Bids were not received from the following vendors:

Den-Man Contractors, Inc – Warren, MI
 ABC Demolition – Detroit, MI
 Superior Demolition – Detroit, MI
 American Restoration Services – Roseville, MI
 Trinity Environmental Solutions – Detroit, MI
 Universal Consolidated – Roseville, MI
 Detroit Dismantling – Detroit, MI
 D&S Construction Services – Troy, MI
 Next Generation Services Group – Ypsilanti, MI

After reviewing the bid documents submitted by each contractor, the Library's Facilities Department determined and recommended Adamo Demolition of Detroit, MI, the lowest qualified bidder, be approved for this project.

The Committee on Buildings met on June 15, 2011, reviewed and discussed the bid responses submitted for abating and demolishing Mark Twain Branch Library. At the June 21, 2011 Detroit Library Commission Meeting, approval was given to encumber the funds for the demolition project.

In addition, a community forum was held on Monday, July 18, 2011 at the Mt. Calvary Missionary Baptist Church informing the community of plans to demolish the building. A background history of Mark Twain was provided as well as insight into the Library's past efforts to rebuild and/or relocate branch.

Discussion

Commissioner Jackson questioned why other bids did not contain asbestos abatement. Commissioner Bellant explained the RFP had requested asbestos demolition costs be included but some bids received were non-compliant. Commissioner Jackson inquired about the inclusion of a 10 % contingency. President Thomas indicated it was included in case there was an overrun and it would assure that the money would be available to cover unexpected costs.

Commission Action

Commissioner Bellant moved to approve Adamo Demolition of Detroit, MI to abate and demolish Mark Twain Branch Library. The amount of the project is \$193,835 plus a 10% contingency of \$19,384. The total amount requested for the project is not to exceed two hundred thirteen thousand two hundred nineteen dollars (\$213,219). The funds will come from the unused portion of the Facilities Department 2010/2011 operating budget. Commissioner Kinloch seconded the motion; the motion carried.

OLD BUSINESS

Commissioner Kinloch raised the issue of Commission having its own secretary and the possible benefits were discussed. President Thomas referred the matter to the Committee on Administration for a formal recommendation as to whether such a position should be created and if it should be full or part time. It was recommended that Human Resources be consulted as to how the position should be structured, contractual or as a library position. The matter would also be referred to the Committee on Finance to determine how the position could be funded.

A discussion was also held on hiring general counsel for the Commission as was suggested by Commissioner Kinloch. President Thomas referred the matter to the Committee on Administration for a more in depth analysis and possible recommendation to the Commission.

There being no further business, the meeting was adjourned at 3:15 p.m.