

Library Building Design Committee
Meeting Notes
Tuesday, December 13, 2011

MEMBERS PRESENT: Co-Chair Lloyd Mickelson; Co-Chair Frank Cross; Bill Cochran, Nicki Broch, Saree Couture, Jane Howell, Blaine Jensen, Lyn McKinney, Cindy Patterson, Mary Drew Powers, Suzanne Reymer, Kathy Robins, David Watterson.
GUESTS PRESENT: Mary Murphrey, Administrative Coordinator; Dee Ann Redman, Assistant Library Director; Liz Kampa-Weatherwax, City Purchasing Agent; Will Bruder and Richard Jensen, Will Bruder + Partners Architects; Don and Kim Olsen, O2 Architects; Shari Nault, Parmly Billings Library Board Chair; Bernie Rose, Library Board.

Project organization

Cochran updated the Committee on the roles and project organization for the new Library project. He noted that:

- the Library Foundation will continue to be the client of the architect
- the City will contract with the Foundation to include the transfer of the balance of the funding
- the City will be the owner of the project
- City Administrator Tina Volek will be the Project Director
- Cochran will be the Project Coordinator
- the City's Engineering Division will act as the project site manager for the demolition of the Underriner building and relocation of utilities
- Will Bruder Architects, O2 Architects and the Foley Group will act as the design team.

Overview of procurement laws, policies and process

Kampa presented an overview of the City's procurement laws, policies and processes. She noted that all procurements need to be open, transparent and allow for competition.

Cochran noted that inquiries to Committee members regarding the building design should be directed to him and questions about professional services, materials and request for proposals should be directed to Murphrey.

Project status and timetable

- Bruder noted that they are working on the construction documents and larger scale drawings of the interior will soon be made available.
- Jensen noted the next milestone would be in March followed by obtaining the permits, putting the contract out to bid and awarding the contract. He noted that they would like to have bids back in April and Council approval in mid-May to early June.

Plan extended January Committee meeting

The Committee decided that the next meeting would be held Tuesday, January 17 from 4pm to 8pm. Items to be discussed include:

- LEED certification plans
- Interior and exterior architectural finishes.

Adjourned 1:30 pm