

CHARLOTTE MECKLENBURG

# LIBRARY

**Real Estate Committee  
Virtual Meeting (via Zoom)  
Tuesday, November 14, 2023**

Trustees:

Jon Buchan – Chair

Dr. Ricky Woods – Board Member

Board approved special member

Walker Morris – ex-officio

Library Staff:

“MT” Marcellus Turner – CEO/Chief Librarian

Caitlin Moen – Chief Library Services Officer

\*Angie Myers – Chief Financial & Administration Officer

\*Michael Boger- Deputy Finance Director

David Dillard – Library Real Estate Director

Peter Jareo – Senior Manager - Facilities

\*Tony Tallent – Associate Director – Branches

Elesha Roupp – Library Administrative Coordinator

*\*Indicates absence with cause*

County Staff:

Mark Hahn – Director, AFM

Becky Miller – Sr. Project Manager, AFM

\*Shannon Crane – Project Manager, AFM

Stacy Cormier – Project Manager, AFM

Hamilton Stephens Steele & Martin

George Sistrunk – ex-officio

## Meeting Report

**Meeting Report approvals:** 11/14/2023 approved by Jon Buchan

### Story of Impact given by Caitlin Moen

This story comes from Leah at a mountain Island. She just started her session 1 of My Next Step Series that she is hosting for the college and schools' coordinators at Whitewater middle school. During the first session the teams create their NC Careers login and take the reality check assessment. This shows the kids how expensive the cost of living can be and helps to give realistic expectations of what they will need to earn if they want to drive a fancy car or own a large house. They then do a financial football from CFNC's website, which is a fun activity, but also helps them realize how much they don't know about financial knowledge, and then they move on to focus on how hobbies can be the steppingstones to a career path. Then they take the interest test. They talk to the different categories of interest and begin to pursue or explore their career their results. They were able to identify 3 potential career paths to pursue, and they'll be focusing on those pathways over the next few sessions. Then they will be working on workplace values and doing assessments on their current state of readiness to be in the workplace and doing some further assessments, using resources through NC Careers. The teams were super engaged with this session. It just goes to show the kind of depth and breadth of the activities they are doing.

### Real Estate Leader's Report given by David Dillard

#### Former Huntersville Branch Reversion Right

After speaking with George Sistrunk, we will be revisiting this topic after gaining more information in our next meeting. (Do you want to keep this in?)

#### Review approved Capital Improvement Plan

These items were approved by the County Commissioners in the 2024-2028 Capital Improvement Plan.

Sugar Creek – relocated and expanded branch.

New branch on Nation's Ford Road, one in Prosperity Village, Eastland, and Thomasboro.

West Boulevard – relocated and expanded branch.

We also received additional funding from New Main and Spirit Square. This helps with unexpected escalation costs of construction etc.

### **Quick update on status of Stitt Road and HVAC work at LAC**

For the past 3 weeks we've had a project going on inside our Library Administration Center. We had to correct some mechanical deficiencies. The ductwork has been fabricated and installed in the vital records room. Part of the staff has been working remotely and will be returning soon.

Stitt Road which runs in front of the building has now been paved and the sidewalk has been completed again.

### **University City update** given by Shannon Crane

1. Schedule:
  - a. Documents were submitted to LUESA and the City for a third-round review- it has been accepted into pool review. Latest date for review in Zoning scheduled for January 4, 2024. Gensler team is hoping this will be expedited.
  - b. Groundbreaking in December- early January, date to be determined. Depends on the results from the permit approvals.
  - c. Once the permit is issued a final schedule for construction will be generated. Target opening in Winter- Spring 2025.
2. GMP has been approved. Working to execute the DA Amendment 1 so that the Developer can execute the Construction Contract.
3. FFE
  - a. AMH: Lyngsoe is starting the documentation process for the order!!!
  - b. AV: InterTech order has started
  - c. Furniture: Finishes meeting scheduled for 11/16 at PMC showroom.
  - d. Shelving: Reviewing quote and plan layout. PO anticipated by mid-December.

### **New Main library update** given by Becky Miller

1. Design team continued production of construction documents for Permit review at the end of Nov.
2. Completed Bid phase for Infrastructure Bid packages.
3. AFM continued schedule coordination, environmental testing and preparation for furniture procurement.
4. Rodgers continued Demolition on the site

Submittal OF 100% Construction Documents is due 11-20-2023 **HUGE MILESTONE**

- Permit Review starts 11-27-23.
- AFM review of the CD's and that of the **CxA** will start 11-27 as well.

### **2. Completed Bid phase for Infrastructure Bid packages.**

The following Bid Packages were received:

- Deep Foundations systems
- Sitework
- Roofing
- Exterior Metal Panels
- Mechanical
- Electrical
- Plumbing

These packages were being bid early to offset the cost of escalation as well as decrease the impact of long lead times on the construction period.

#### WHAT % OF THE WHOLE BUILDING ARE THESE PKGS.?

**No Fire Protection bids were received.** We are meeting with Rodgers Wednesday to discuss our options for re-bidding, inviting proposals or other means of securing pricing and a contractor.

Pricing was on target and only slightly over budget. Formal presentation is in December.

### 3. AFM continued:

#### Schedule and consultant coordination

- Shannon has been coordinating with County ITS and InterTech to obtain the A/V pricing for the 100% CD pricing due in December.
- I've been working with the design team to schedule the **BECx** reviews in December so the comments can be incorporated in the bid packages before the prices come in in February.
- Next Invitation to Bid: BALANCE OF WORK goes out 12-11-2023 for bids due 2-20-24.

#### Brownfield testing **SITE PLAN SHOWING PARCELS**

- I've been working with Rodgers, S&ME, the Library's Environmental attorney and NCDEQ on the EMP for the Library site. Then we'll do Spirit Square. Then the parcels for resale.
- **Furniture procurement** **LOOK AND FEEL PACKAGE SLIDES**
- Last month, AFM and the Library has selected PMC for the staff furniture for consistency, contract pricing and history. We have our first meeting Wednesday to discuss staff furniture before meeting with the Library in December.
- Stacy Cormier, a licensed interior designer will be managing the process.
- Last month we discussed shelving procurement with County Procurement and whether it could be purchased on contract or whether it had to be bid.
- Stacy attended the **Ed Spaces Show** last week and met with Patterson & Pope about shelving as well as several other dealers. She's received more information about what shelving is "on contract" and what's not, so we can refine the budget for shelving and furniture.

### 4. Rodgers continued Demolition on the site

Continuing Debris Consolidation and Removal  
Continuing Temporary HVAC installation  
Continuing SS Interior demolition  
Existing Tree Removal  
Soldier Pile Installation  
Set Duke Energy Transformer

#### UPCOMING Tasks and Events

Early package Second cycle review with Office of Land Dev. occurs 1-2-24.

Last Bid Packages will be bid in January with bid Openings occurring in February.

#### Operations update given by Peter Jareo

Capital Reserve project updates:

**Cornelius** – exterior lighting project is complete. County is going to move ahead with pressure washing to clean up the exterior. We are also going to start interior painting. We had a preconstruction meeting a few weeks ago with the painting contractor to walk the building. We don't have a schedule yet, but we are trying to aim for this calendar year.

I've asked for 2 proposals, one for a scheduled proposal, for if we close the building, and one if we remain open and due to evenings and weekends, and so it will take less time if we close for a short period.

**Myers Park** – We are starting an exterior refresh. Power washing has started, and they will be replacing rotten trim. They will also be glazing a large window at the front, the Providence roadside of the building.

We also have the mechanical issue that initially we thought would require a closure due to a deep mechanical replacement. The County instead has opted to instead, do that as a capital reserve project. It is a cooling issue, so that looks to be something that they will probably embark on prior to temperatures increasing in the springtime so that has been put off for now.

Mecklenburg County security has done site visits at 4 locations that are proposed to receive some infrastructure updates for safety and security that includes new CCTV cameras, new access control systems and integrated burglar alarms. Those assessments were done with a variety of security contractors that are bidding on the projects at Steel Creek, Plaza Midwood, Davidson, and Cornelius. There should be about 6 other locations that will get similar treatment in the next cycle of capital money. Those locations should be getting those upgrades starting in January or early February.