

CHARLOTTE MECKLENBURG

LIBRARY

**Real Estate Committee
Meeting Report
Tuesday, November 12, 2024**

Trustees:

Jon Buchan – Chair
Dr. Ricky Woods – Board Member
Peggy Brookhouse – Board Member
Board approved special member
Walker Morris – ex-officio

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

Library Staff:

“MT” Marcellus Turner – CEO/Chief Librarian
Caitlin Moen – Chief Library Services Officer
Angie Myers – Chief Financial & Administration Officer
Elesha Roupp – Library Administrative Coordinator

David Dillard – Library Real Estate Director
Peter Jareo – Senior Manager –Facilities
Michael Boger- Deputy Finance Director
Tony Tallent / Kevin Bittle – Associate Directors

Meeting Report

Meeting Report approval: 10/8/24 approved by Jon Buchan

Story of Impact given by Kevin Bittle

Today's story of impact comes from our North County Regional location. This story comes from Darcy Masaris, who shared a heartwarming story about a family that was displaced by Hurricane Helene. The family was visiting the location to use computers to apply for FEMA relief. Darcy set them up with the guest pass for them to use, have access to the computers, and when the family's youngest daughter wanted to borrow books. Darcy also provided them with a library card. The big part of this story is about the mother expressed deep gratitude, saying that it was their first time that they felt a sense of normalcy since the storm and so I just wanted to share that story of impact with this group. Libraries truly make a difference every day.

University City update given by Shannon Crane

Construction updates – We had the whole building envelope testing completed and it passed on October 26th. They fogged all the windows and the doors using safe and environmentally friendly products and processes to make sure there were not any leaks.

We got our temporary Certificate of Occupancy on October 30th. We did punch list walks with all our teammates, the architects, and the engineers last week and they generated a 20-page document to attach to that certificate of items that will need to be completed. Most punch list items were minor paint issues and things of that nature.

A fan for one of the rooftop HVAC units is being replaced under warranty. The internet is connected, the data network is live, and the security systems are operational. We are prepared to accept the building this Friday.

Looking ahead – We are planning to close the existing library to the public at the end of the year except for holds retrieval, printing, copying, and fax services, and to allow customers to browse

the catalogue. The move will commence at the same time, starting with packing the collection, and moving program materials and staff personal property. The decommissioning will occur after we vacate the building after the UC ribbon cutting in February.

Project Budget – We have received the closing statement and are preparing for the wire transfer. There are unspent contingencies remaining that can continue not be utilized. Any unspent funding will be returned to the county. We have about \$23,000 left in the contractor contingency, \$21,000 in construction allowances that were not used, and about \$52,000 left of the library contingency. Those funds will be placed into an escrow at closing so all punch list items can be completed, and any ancillary library costs can be covered.

FF&E – the AMH has been installed. The shelving has been installed and complete. We are missing a few items that need to be delivered, but that should be accomplished sometime in January. Furniture should be installed the first 2 weeks of December. Most of the AV equipment has been installed. Furniture for the outdoor patio area will be evaluated in early 2025 and ordered.

New Main library update given by Becky Miller

1. Construction update:

Steel erection is continuing with detailing of the deck on Level 1 and 2

Prepping for slab on Grade at the Transformer Vault

Steel decking is completed on Level 1

Installing Nelson Studs (weld stud fasteners) on Level 1

Vapor Mitigation system is completed near the connector space with Spirit Square

Coming up:

More Steel placement, decking and detailing on Level 2

Pouring slab in the Electrical Vault

2. Schedule update:

As of the October Pay Application, 22% TOTAL PROJECT COMPLETE (incl. SPSQ)

Steel is erected on the first two levels. At the last OAC meeting, the GC said we are 4 days ahead of schedule.

To date, Rodgers has submitted 23 days of extensions, but we have negotiated to maintain the contractual substantial completion date until further in the project.

3. Design Update

The Library met with Snøhetta Design to continue the interior signage and wayfinding design effort.

Snøhetta is refining some of the color choices that were initially too “sporty” for New Main, but the concept was well-received by the Library.

AFM is working to verify the shelving mock-ups match the drawings. Stacy Cormier is leading the review effort before the shelving is manufactured.

AFM and the Library will also be having the first furniture meetings with OE and PMC to kick off the design portion of the selection on 11-15-24 and 11-18-24.

Rodgers has been working on a Façade Maintenance Operations Plan for cleaning the curtain wall from N. Tryon Street.

4. Project Budget

Review of Rodgers’ Contingency report from 11-7-2024 OAC meeting.

A total of approx. \$6.9M in the construction and owner contingencies remains out of the original combined total of \$8,484,804.

5. Risks

Friday, 11-8-2024, Rodgers' Curtain Wall Superintendent reported that more testing is being performed on the Performance Mock-up (PMU). Once the PMU passes the wind and water tests in the lab, the Design Assist manufacturer, MGM, will start metal panel production.

6. Coming up

Furniture design kickoffs with the vendors are start this week.

Atelier4 is working on the installation details for the Romare Bearden mosaic in the Lobby.

Last week Stacy placed the order for the archival shelving on the Lower Level.

Operations update given by Peter Jareo

Hickory Grove mechanical project was delayed due to early voting, so that will be scheduled for some time in the New Year.

Myers Park carpet and paint also delayed due to early voting and will take place in the New Year. We are still waiting on the carpet to arrive.

Plaza Midwood renovation is in the bidding process. They have received all the bids for the renovation. We will be renovating the restrooms; staff break room and the delivery room. This is to increase accessibility per ADA requirements. The HVAC systems will be replaced. The roof will also be replaced which is a landlord responsibility and are coordinating it with the HVAC replacement. We have asked the landlord to consider repaving the parking lot at the same time, which is also a landlord responsibility.

Real Estate Leader's Report given by David Dillard

CML has approved policies and procedures for selection of architects and construction managers at risk, but this committee is required to authorize the use of the established policies and procedures and to justify the use of the construction manager at risk format (versus a design build or contractor bid process) for each capital project that is undertaken.

There are also requirements for advertising for, selecting, and procuring contracts with commissioning agents, other third-party engineering and testing materials firms, environmental testing, and special inspections. It will continue to be CML's practice to bundle the authorization for these selections, procurement, and contract execution in the approvals for the selection of architect and construction manager at risk to make the administration of the project more streamlined. The ImagineOn renovation capital project is approved, and AFM is preparing to commence the project. AFM plans to bundle a commissioning agency contract with several other projects, some of which are non-library.

Action Item:

Authorize the selection of an architectural and engineering firm, the use of the construction manager at risk contract methodology, selection of the construction manager at risk, and authorize the selection of a commissioning agent, building envelope commissioning firm, other third-party engineering and testing firm(s) (including but not limited to materials testing,

geotechnical and environmental testing, special inspections) and other consultants as necessary.

*After a discussion, the action item has been approved by John Buchan