

# LIBRARY

**Infrastructure Committee  
Main Library – 1<sup>st</sup> Floor  
Dowd Foundation Learning Studio**

**Monday, March 9th, 2014**

**10:30 a.m.**

*Trustees:*

Bob Sink

Leland Park

*Library Staff:*

Frank Blair – Director of Technology & Operations

Dana Eure – Director of Lifelong Learning

Peter Jareo – Associate Director of Operations

Julie Ward – Location Manager, West Blvd

Julia Smith – Location Manager, University City

Susan Green – Location Manager, Morrison

David Singleton – Director of Libraries

Angie Myers – Chief Financial Officer

Lee Keesler – Chief Executive Officer

Leonora Kaufmann – Assoc. Dir. of Library

Mark Kutny - Library Legal Counsel

Experiences

*County Staff:*

Mark Hahn – Director of Asset and Facility Management

Becky Miller – Project Manager of Asset and Facility Management

Dennis LaCaria – Sr. Asst. to the County Manager

*Documents:*

Draft – CM@ Risk Action Item

Project Tiers Update

Library Tech & Ops Infrastructure Projects Update

Dec. 2014 Infrastructure Committee Report

*Absent:* Donovan Craig – Library Admin. Coordinator

*Meeting Report*

Trustee Bob Sink welcomed all to the meeting and on his motion, seconded by Leland Park, the December 2014 minutes were approved.

○ **Old Business**

○ **Morrison Program Plan Update**

Susan Green described the initial draft of the program plan which has been created based on public and staff focus groups. Library staff have reviewed the initial drafts and provided feedback to the architect. Next steps include review with the community on March 23 in two one-hour public presentations.

○ **Morrison Construction and Design: Next Steps**

Becky Miller reported that AFM, in consultation with Library staff, have started negotiations with Holzheimer Bolek + Meehan (HBM). Original CAD drawings have been transferred and AFM is tracking down legal documents and deeds. Mark Hahn indicated that the schematic design would begin after verification of documents. Bob Sink asked about the status of title documents. Mr. Hahn indicated that they have the deed and the restrictions, but are still waiting for title policy. Leland Park asked about the bill payment process. Mr. Hahn indicated that invoices would be processed on

the County side and sent to Frank to be approved for payment. Next step will be a meeting with HBM on March 24 to go over plans for program verification.

- **Construction Manager at Risk**

Mark Hahn gave an overview of Construction Manager at Risk (CM@R), particularly contrasting it with traditional Design-Bid-Build (DBB) method. AFM recommends use of CM@R for the Morrison project as it helps with pricing and schedule, minimizing the time the location will need to be closed. Use of the project delivery methodology will require Board approval on March 16<sup>th</sup>, which Bob Sink will enter as a motion. Selection of CM@R will follow a process very similar to the Architect Selection process. Once a ranking of preferred CM@R is arrived at by the Selection Committee, the Board will authorize negotiations at a future Board meeting. Subsequently, pre-qualified sub-contractors will be presented to the Board for approval.

- **Transition Planning for Morrison Update**

Peter Jareo gave an update on the search for transitional properties for Morrison and West Blvd during their respective renovations. Mr. Jareo gave details on three properties that were selected to serve as transitional locations for both renovations. Concerns expressed by Susan Green and Julie Ward have broadened the search to look at properties closer to each location. Bob Sink recommended that we perhaps use other brokers in addition to Steve Rich to find properties closer to the Morrison service area.

- **Facilities Plan**

Frank Blair noted three changes to the project tiers in the Facilities Plan:

- Assigning Main Library and the Support Services Center to “As Opportunity Arises” status.
- Moving Plaza-Midwood up on the priority list due to impending lease expiration.
- Adding Cornelius expansion to the list.

- **Capital/Technology Reserve Updates**

- **FY15 Project Update**

Peter Jareo provided a quick update on the status of active and upcoming FY15 Capital Projects including:

- \$100,000 caulk & seal at Mint Hill beginning this month.
- \$26,000 desk/office renovation at Davidson in progress.
- \$101,000 lab expansion at Sugar Creek, construction beginning late April.

Mr. Jareo also gave details on service impacts to North County, West Blvd, South County and Main as a result of upcoming parking lot projects at those locations.

- **FY16 Project Submissions**

Angie Myers gave details for library plan to request from Mecklenburg County approximately:

- \$900,000 in Technology Reserve (projects over \$100,000) for PC replacement and upgrades to our network and WiFi infrastructure.
- \$440,000 in smaller technology requests that support the digital strategy or operational improvements.
- \$450,000 in capital reserve projects that improve our facilities for our customers and staff.
- A yet-to-be-determined amount to replace aging infrastructure (HVAC, cooling towers, parking lots, etc.)

Ms. Myers also indicated the library will be holding off on Automated Material

Handling and RFID requests until the right business case can be made. This request will be finalized and delivered to county on April 6<sup>th</sup>.

- **New Business**

- **County Customer Resource Center Master Planning**

- Dennis LaCaria gave an overview of Mecklenburg County's plan to create Customer Resource Centers (CRCs) in a crescent around Mecklenburg County, strategically located in the East, Northwest, West, Southwest, at Valerie Woodard and Central Charlotte. The 30-50 year plan will look to acquire targets and eliminate leases. New facilities will provide essential county services in strategic areas and improve environments for staff and customers. Design of CRCs will take place in 2016 and construction is expected to begin in 2017. Mr. LaCaria expressed a willingness to include some form of library services in the CRC project scope.

- **West Blvd Capital Project**

- Frank Blair informed the committee that the process for getting the West Blvd renovation underway will be moved up to the last quarter of the fiscal year.

The meeting adjourned at 11:45am.

Close