

LIBRARY BOARD MEETING -- Friday, December 4, 2015

Present were board members Vi Lovejoy, Pat Piper, Stu Watkins, and Evelyn Allen. Craig Friar was unable to attend. Also present were architect Rich Turi and librarian Susana Fernandez.

Minutes of the November meeting were read and approved.

Carpet and Tile Replacement Project: The scope of the project was discussed and material and color selections were made. See attached "Meeting Notes" from Rich Turi.

Next meeting: Friday, January 8, 2016

SPECIAL BOARD MEETING -- Tuesday, January 26, 2016

Present were board members Vi Lovejoy, Craig Friar, Stu Watkins, and Evelyn Allen. Pat Piper was unable to attend. Also present were architect Rich Turi, Judy Seyle, and librarian Susana Fernandez.

Carpet and Tile Replacement Project: Two bids for the project were received. See attached "Quote Tabulation Form". The motion was made and seconded that the bid be awarded to Modern Floors of Coos Bay. The library will need to be closed for two weeks while the work is being done. Rich will work with Modern Floors and Susana to come up with a time frame for closing.

Material and color selections were finalized. See attached "Color Schedule."

Exterior Repairs Project: Rich, Stu, and Susana walked around the building and discussed the scope of the project. Windows along Alder and Railroad Streets that have failed will be replaced. Window trim on all sides of the building that has rotted will be replaced. All the building siding along Railroad Street is to be replaced. The skylight above the front entrance will also be replaced. Rich will draft the specifications for the project and send them to Susana for review by the board.

Next meeting: Friday, February 5, 2016



December 4, 2015

Chetco Community Public Library

- Partial Interior Floor Coverings Replacement Project
- Brookings, Oregon
Project No. 1513

MEETING NOTES

Date & Time: December 4, 2015 9:00 am

Location: Main Library Meeting Room

Attending: Susana, Rich, Library Board

DISCUSSION:

A. Meeting Room Re-Carpeting

1. Carpet Tiles to be by Shaw Contract Group – “No Rules Collection”. Pattern to be “Kinetic”. Color to be either #58505 “Black to Business”, or #58460 “Make a Splash”.
 - a. Rich will order full size samples of each color and have sent to the Library for confirmation.
2. New rubber base to be provided in entire room. Base to be by Burke/Mercer; color #727 “Thunder”.
3. The vinyl flooring in the adjacent Kitchen, and the existing carpet in the adjacent Storage Room, to remain as-is.

B. Lobby Area

1. Tile selected is by Florida Tile – Legend HDP; a color-bodied porcelain tile. Size to be 12” x 12”. Color to be # 25425 “Titan”.
2. Decided to install a 4” high tile base with small wood cap. Base to be installed around entire Lobby Area.
3. New tile installation to extend into adjacent Janitor Room.
4. The Friends Storage Room to receive new sheet vinyl.

C. Service Desk Area

1. Confirmed that new carpet is to be by J&J Carpets – Color “Duct Tape” (same as was installed in Computer Area). This will be “roll” carpet.
2. Discussed using a padded carpet behind the Service Desk. Rich reviewed the proposed detail for transitioning from the glue-down carpet to the padded carpet.
3. Confirmed that the whale sculpture should not be moved, and that new carpet should be extended as close as possible to it.

D. Bidding Procedures

1. Agreed that Rich should prepare a small “Request for Quotes” package that will be distributed to various floor coverings contractors. Susanna will deliver packages to local contractors. Quote form will organized such that separate quotes will be requested for Carpet, Tile, and Vinyl work.
2. It was agreed that the Library will need to be closed for a week so that the majority of the work can be completed.

E. Supplemental

1. New sheet vinyl flooring and rubber base is desired in the existing Staff Room and the Staff Restroom.
2. New sheet vinyl flooring and rubber base is desired in the
3. New sheet vinyl flooring and rubber base is desired in the Electrical Room and the Book Drop Room.

F. Schedule

1. Rich will prepare a draft copy of the RFQ package and send to Susana for review (probably within 2 weeks).
2. The goal will be to have the RFQ package finalized by the first week of January, with quotes due by the end of January.
3. Given the time needed for Contract approval, ordering of materials, etc., work will probably not take place until early March.

Prepared by:

Rich Turi, Architect

Cc: Susana (via email)



RICHARD P. TURI

Architecture & Planning

**CHETCO COMMUNITY PUBLIC LIBRARY
PARTIAL FLOOR COVERING REPLACEMENT**

QUOTE DATE: 1/21/16

PROJECT NO. 1513

QUOTE TABULATION FORM

| <u>NAME OF QUOTER</u> | <u>BASIC QUOTE</u> | <u>SUPP. QUOTE</u> | <u>DATE TO BEGIN</u> | <u>DAYS NEEDED</u> | <u>EXTRA DAYS</u> |
|----------------------------------|-------------------------------|-------------------------------|---------------------------------|-------------------------------|------------------------------|
| MODERN FLOORS | 29,459 | 2,168 | FEB.22 | 10-12 | 2-3 |
| RUBENSTEIN'S | 30,487 | 2,880 | 60 DAYS AFTER AWARD | 7 | 2 |



CHETCO COMMUNITY PUBLIC LIBRARY

• **PARTIAL FLOOR COVERING REPLACEMENT PROJECT**
PROJECT NO. 1513
JANUARY 2016

COLOR SCHEDULE

(Issued 1/28/16)

INTERIOR COLORS

- A. Porcelain Tile
 - 1. Product: Florida Tile "Legends HDP", 12x12
 - 2. Color: **#25425 "Titan"**

- B. Tile Grout
 - 1. Product: Polyblend
 - 2. Color: **"Natural Gray" No. 9**

- C. Rubber Base
 - 1. Product: Burke-Mercer
 - 2. Colors: as listed under each respective floor covering.

- D. Modular Carpet (carpet tiles)
 - 1. Product: Shaw "No Rules Collection"
 - 2. Pattern: "Kinetic"
 - 3. Carpet Color: **#58505 "Black-to-Business"**
 - 4. Rubber Base – 4" High. Color: **No. 727 "Thunder"**

- E. Broadloom Carpet
 - 1. Product: J&J Carpets – "Solutions"
 - 2. Carpet Color: **#1210 "Duct Tape"**
 - 3. Rubber Base – 4" High. Color: **No. 727 "Thunder"**

- F. Sheet Vinyl
 - 1. Product: Armstrong "Connection Corlon"
 - 2. Vinyl Color: **#88717 "Otter Gray"**
 - 3. Rubber Base @ Staff Toilet – 6" High. Color: **No. 727 "Thunder"**
 - 4. Rubber Base @ other vinyl areas – 4" High. Color: **No. 727 "Thunder"**

- G. Wood Trim at top of tile base: Stain to match wood doors, poly finish.

- H. Vinyl transition accessories: Verify with Architect

END OF SCHEDULE