



Facilities Committee Meeting Agenda

Indianapolis-Marion County Public Library

Notice Of The Meeting Of The Library Board Facilities Committee
On
April 8, 2021

Facilities Committee Members Are Hereby Notified That The Meeting
Will Be Held As A Zoom Meeting
At 12:00 P.M.

For The Purpose of Considering The Following Agenda Items
Dated This 6th Day April, 2021

It is noted that the Meeting is closed to in-person public attendance, but the public is invited to view/listen to the Committee Meeting via a YouTube live stream link which will be available on the Library's website prior to the start of the Meeting.

JUDGE JOSE D. SALINAS
President of the Library Board

-- Facilities Committee Meeting Agenda --

1. Call to Order
2. Roll Call

3. **Facilities Committee (Dr. Terri Jett, Chair; Curtis W. Bigsbee, Dr. Khaula Murtadha)**
 - a. **Glendale Branch Replacement Project** – Short Presentation by the Branch Manager, Architect, and Construction Manager on the Recent Community Engagement Efforts and the Project Design
 - b. **Resolution** – Authorization to Prepare Bidding Documents and Solicit Open, Public, and Competitive Bids for General Construction Services for the Glendale Branch Replacement Project
 - c. **Resolution** – Approval to Award a Services Contract for Lawn Care and Landscaping Services
4. **Other Business**
5. **Adjournment**





Board Action Request **DRAFT**

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To: IndyPL Board
Facilities Committee

Meeting Date: April 26, 2021

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Resolution ??-2021
Authorization to Prepare Bidding Documents and to Solicit Open, Public, and Competitive Bids for Construction Services for the Glendale Branch Replacement Project

Recommendation:

The IndyPL Board Facilities Committee presents for Board approval the attached action (Resolution ??-2021) to authorize IndyPL staff, the architects, krM Architecture+, and the construction manager, Powers & Sons, to prepare bidding documents to solicit open, competitive, and sealed public bids for the Glendale Branch Replacement Project per Statute IC § 5-32.

Background:

krM Architecture+ leads the design team for the Glendale Branch Replacement Project. We are moving forward to have the Project ready to begin construction in the fall of 2021.

The construction manager, working closely with the architect, has prepared a construction estimate based on the design and working together to ensure the Project will be on budget.

A Construction Manager as Constructor (“CMc”) delivery method will be used for the Project.

Per Statute IC § 5-32 the CMc must publicly bid all first tier subcontracts per the Public Works Statute IC § 36-1-12, including requirements for public notice, contractor self-performance of work, liability insurance, qualifications, E-Verify, employee training, records retention, insurance, and bonding. The Project also requires compliance with Requirements for Contactors on Public Works Projects IC § 4-13-18 including contractor's drug testing of employees.

The Project will be bid to meet the utilization goals established by the Board in Resolution 28-2020:

- Minority-Owned Business Enterprise (MBE): fifteen percent (15%);
- Women-Owned Business Enterprise (WBE): eight percent (8%);
- Veteran-Owned Business Enterprise (VBE): three percent (3%); and
- Disability-Owned Business Enterprise (DOBE): one percent (1%).

Board Action Request

RE: Facilities Committee, Item ??
Resolution ??-2021

Authorization to Prepare Bidding Documents and Solicit Open, Public, and Competitive Bids for Construction Services for the Glendale Branch Replacement Project

Date: April 26, 2021

For a project of this size, complexity, and timing, we anticipate approximately 14 first tier subcontract bid packages. The bid packages and specific scopes of work will be determined by the CMC during the preparation of the bidding documents. Examples of the first tier subcontractors are site work, concrete, structural steel, exterior enclosure, roofing, mechanical, plumbing, electrical, interior construction, and general trades.

Following the requirements of I.C. 5-32 the use of the CMC delivery method allows for enhanced bidding and contracting efforts for local business development.

To promote awareness of the opportunity for businesses to participate in the Project, Powers & Sons, working with IndyPL Facilities and Diversity/Inclusion staff plan to participate in four (4) major activities:

- Participate in the City's Office of Minority & Women Business Development 2021 Year End Forum with a description of the opportunities during the Project Pipeline 2021 Municipal Corporations presentation and at the Meet and Greet.
- Organize a sub-contractors outreach and information session focused on local and XBE vendors.
- Prior to the bidding phase Powers & Sons will actively engage vendors to ensure open, competitive, and public bidding of the Project with the target of exceeding our participation goals.
- During the bidding phase of the Project the Notice to Bidders will be sent to hundreds of vendors in the Powers & Sons database and to vendors known to IndyPL to be interested in providing services to IndyPL.

The Project schedule targets starting the work in the fall of 2021 with the work completed in time for a Quarter 4 2022 opening.

Fiscal Impact:

IndyPL shall award the contracts to the lowest, responsible, and responsive first tier bidders pursuant to IC § 36-1-12.

The budget for the building and site construction work is \$8,347,500 excluding fixtures, furniture and equipment. This work will be funded by the Series 2021 Bond Fund (Fund number to be determined).



Board Resolution **DRAFT**

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**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION ??-2021**

**AUTHORIZATION TO PREPARE BIDDING DOCUMENTS
AND SOLICIT OPEN, PUBLIC, AND COMPETITIVE BIDS FOR
CONSTRUCTION SERVICES FOR THE
GLENDALE BRANCH REPLACEMENT PROJECT**

APRIL 26, 2021

WHEREAS, the Indianapolis-Marion County Public Library (IndyPL) continues to implement facility upgrades in support of the Strategic Plan; and

WHEREAS, IndyPL plans to use the Construction Manager as Constructor (“CMc”) delivery method for the Project; and

WHEREAS, IndyPL is requesting authorization from the Board of Trustees to work with the architects, krM Architecture+, and the construction manager, Powers & Sons, to prepare bidding documents to solicit open, competitive, and sealed public bids for the Glendale Branch Replacement Project per Statute IC § 5-32; and

WHEREAS, upon receipt of the public, open, competitive and sealed bids, IndyPL, the architect, and the CMc will evaluate and prepare documentation on the bids received from qualified bidders and present the evaluation to the Facilities Committee and the Board of Trustees; and

WHEREAS, the received bids will be used by IndyPL and the CMc to reached an agreed upon guaranteed maximum price consistent with the project budget.

IT IS THEREFORE RESOLVED that IndyPL, the architect, and the CMc are authorized to prepare and issue bidding documents for the Glendale Branch Replacement Project meeting the requirements of the Public Works Statutes IC § 5-32 and § 36-1-12; and

IT IS FURTHER RESOLVED the results of the bidding process are to be reported to the Facilities Committee and the Board of Trustees for evaluation and award to the lowest, responsive, and responsible first tier subcontract bidders pursuant to IC § 5-32 and § 36-1-12.



Board Resolution DRAFT

XX

INDIANAPOLIS-MARION COUNTY PUBLIC

LIBRARY RESOLUTION XX-2021

RATIFICATION OF COMMITTEE APPROVAL TO AWARD SERVICES CONTRACT FOR LAWN CARE AND LANDSCAPNG SERVICES

APRIL 26, 2021

WHEREAS, Lawn Care and Landscaping Services for the Indianapolis-Marion County Public Library (“IndyPL”) are required to maintain safe access to Library owned facilities; and

WHEREAS, IndyPL issued a Request for Proposals (“RFP”) on February 5, 2021 to provide Lawn Care and Landscaping Services for IndyPL owned properties including Central Library, Library Services Center and nineteen (19) branch library facilities; and

WHEREAS, IndyPL received eight (8) responses to the RFP by the submission deadline of March 2, 2021 from qualified Vendors, and has reviewed the responses, investigated references, and reviewed the proposed work plans from the submitting vendors; and

WHEREAS, by Resolution 14-2021, on March 22, 2021, the Board of Trustees delegated to the RFP Evaluation Committee the ability to gather and consider additional information regarding a number of Offeror(s) to present to the Facilities Committee for the Facilities Committee to make a preliminary award to the Offeror(s) that Facilities Committee determined to be the lowest responsible and responsive Offeror(s) subject only to ratification by the full Board of Trustees; and

WHEREAS, after the gathering of additional information and further evaluation of the proposals the Facilities Committee has determined that it is in the best interest of IndyPL to award contracts for the Lawn Care and Landscaping Services by Service Area to the Offeror(s) described in the table below:

Vendor	Service Area
Schoolboy Landscaping and More, LLC	Northeast, Southeast
The Davey Tree Expert Company	Central
Providence Outdoor, Inc.	Northwest, Southwest

The Offerors in the table above best meet the criteria as outlined in the RFP for the respective Service Areas, and recommends IndyPL award contracts;

IT IS THEREFORE RESOLVED that the Board of Trustees hereby ratifies the selections of the Facilities Committee and ratifies the actions of the Chief Executive Officer in the negotiations and execution of three-year services contract with Vendors as described in the Request for Proposal, with options for three (3) additional one-year renewals, substantially in the form of the contract and conditions included in the RFP.