

QUEENS LIBRARY
BUILDINGS AND GROUNDS COMMITTEE
THURSDAY, MAY 16, 2019
MINUTES

A meeting of the Buildings and Grounds Committee was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, May 16, 2019. The meeting was called to order at 6:45 PM by Board Member, Judy E. Bergtraum, Esq.

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Julissa Gutierrez	Committee Chair	Excused	
Judy E. Bergtraum, Esq.	Board Member	Present	
Pauline Healey	Board Member	Present	
Andrew P. Jackson	Board Member	Present	
James M. Haddad, Esq.	Board Member	Present	
Robert Santos, Esq.	Board Member	Present	
Michael E. Rodriguez, Esq.	Board Member	Present	
Earl G. Simons, Ed. D.	Board Member	Present	

II. AGENDA**Action Item(s)****1. Contract Authorization – System-Wide Electrician a Services Contracts (ID # 1982)**

Lew Finkelman, Chief Operating Office and Sr. VP, reported that this action item is to approve two requirements contracts for smaller scale electrical work that will cost the Library less than \$150k. He also stated that the Library is required to pay prevailing wages for such construction work, but not for building service work.

Recommended Motion for Consideration by the Buildings and Grounds Committee:

I move that the Buildings and Ground Committee recommend to the Board of Trustees that the President and CEO be authorized to execute contracts with P&M Electrical Contracting Corp., and Polaris Electrical Construction Corp. for system-wide Electrician A services for a three-year term with two one-year options to renew at the Library's sole discretion at the rates proposed herein.

RESULT:	RECOMMENDED [Unanimous]
MOVER:	Judy E. Bergtraum, Esq.
SECONDER:	Pauline Healey
AYES:	Bergtraum, Esq., Healey, Jackson, Haddad, Esq., Santos, Esq., Rodriguez, Esq., Simons, Ed. D.
EXCUSED:	Julissa Gutierrez

2. Contract Authorization – System-Wide Data Cabling Services Requirements Contracts (ID # 1983)**Recommended Motion for Consideration by the Buildings and Grounds Committee:**

I move that the Buildings and Ground Committee recommend to the Board of Trustees that the President and CEO be authorized to execute contracts with Mason Technologies Inc. and Interface Cable Assemblies & Services Corp. for system-wide data cabling requirements services for a three-year term with two one-year options to renew at the Library's sole discretion at the rates proposed herein.

RESULT:	RECOMMENDED [Unanimous]
MOVER:	Judy E. Bergtraum Esq.
SECONDER:	James M. Haddad Esq.
AYES:	Bergtraum Esq., Healey, Jackson, Haddad Esq., Santos Esq., Rodriguez Esq., Simons Ed. D
EXCUSED:	Julissa Gutierrez

Report(s)**3. Purchases Over \$5K Report - April 2019 (ID # 1999)**

RESULT:	PRESENTED
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4. Purchases Over \$5K Report - March 2019 (ID # 1989)

RESULT:	PRESENTED
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5. Current Ten Year Capital Plan Allocations (ID # 2003)

Lew Finkelman, Chief Operating Office and Sr. VP, and John Katimaris, VP of Capital Projects, gave a brief overview of the Ten Year Capital Plan. This report was given to the Committee for informational purposes only. He reported that the City has allocated \$21 million in additional capital funding for FY 19 to specific projects, with respect to which the Library has no discretion on allocating or spending.

The project status report was also distributed to the Committee. Mr. Katimaris reported that this report is simplified to give the Committee the status of current capital projects. This information is updated based on status updates provided by DDC.

Mr. Finkelman reported that the following branches are closed due to current renovation projects:

- Baisley Park Library - HVAC system currently being replaced. To be completed by June 2019
- South Ozone Park Library - Roof Replacement. Completion Date: TBD
- Far Rockaway Library - Major construction project. Completion Date: TBD
- Steinway Library - Major renovation project. To be completed by November 2019
- East Elmhurst Library - Closed due to a renovation and expansion. Completion date: TBD

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Mr. Finkelman also reported that the Hunters Point Library construction project is ongoing and that DDC has hired a separate contractor to complete the safety enhancement work. The Library will begin the outfitting process in the near future.

RESULT: PRESENTED

III. ADJOURNMENT

1. Motion to Adjourn (ID # 1974)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT: RECOMMENDED [Unanimous]
MOVER: Andrew P. Jackson
SECONDER: Pauline Healey
AYES: Bergtraum, Esq., Healey, Jackson, Haddad, Esq., Santos, Esq., Rodriguez, Esq., Simons, Ed. D.
EXCUSED: Julissa Gutierrez

The meeting was closed at 7:35 PM.

Committee Chair