

THE QUEENS BOROUGH PUBLIC LIBRARY

BOARD OF TRUSTEES

MEETING OF THE BUILDINGS AND GROUNDS COMMITTEE

MAY 12, 2016

A meeting of the Buildings and Grounds Committee of the Board of Trustees will be held on Thursday, May 12, 2016 at 6:15 p.m. in the Hon. Robert T. Groh Board Room, Central Library, 89-11 Merrick Boulevard, Jamaica, New York.

PRESIDING: John Ottulich
Chair of Committee

ATTENDING: Judy Bergtraum, Esq.
Carl Koerner, Esq.
Robert Santos, Esq.

Dennis Walcott
President and Chief Executive Officer

Dennis Verriello
Interim Vice President Capital and Facilities
Management

Lewis Finkelman, Esq.
General Counsel

EXCUSED: Adrienne Adams
Julissa Gutierrez
James Haddad, Esq.

**THE QUEENS BOROUGH PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING OF THE BUILDINGS AND GROUNDS COMMITTEE**

THURSDAY, May 12, 2016

**Central Library
89-11 Merrick Blvd., 2nd Floor
Jamaica, New York 11432**

AGENDA

6:15 P.M. BUILDINGS AND GROUNDS COMMITTEE
Hon. Robert T. Groh Board Room

I. ROLL CALL

II. PUBLIC SESSION

Action(s)

1. Contract Authorization – HVAC Services System-wide & Flushing Library

Report(s)

1. Maintenance, Repair & Renovation

III. ADJOURNMENT

Motion:

Second:

Time:

***Agenda Item: CONTRACT AUTHORIZATION – HVAC SERVICES
SYSTEM-WIDE & FLUSHING LIBRARY***

Background: The Library maintains sixty-one (61) locations that have heating, ventilation and air-conditioning (HVAC) units. Regular preventative maintenance minimizes equipment failures which in turn reduces the need and costs for emergency repairs. The HVAC services at issue include all labor, materials and equipment necessary to preserve HVAC maintenance systems at library facilities system-wide and the provision of emergency repairs which adhere to applicable industry standards, as well as New York State and New York City codes.

Kelaire is currently under contract and provides preventative maintenance and repair services system-wide at all community library facilities in the North and South Library Regions, except for the Flushing Library. Hi-Tech Air Conditioning Services is currently under contract and provides preventative maintenance and repair services at the Flushing Library. Both of the incumbents' contracts expire on June 30, 2016. Both contractors were selected as a result of an invitation for bids and upon the approval of the Board of Trustees. Both incumbents have been responsive and have provided all contractually-required services.

Current Status: Because of the expiring contracts, the Library previously issued an invitation for bids, Specification #0116-4, for the above described HVAC preventative maintenance and repair services. Given the need to make material changes to the specifications subsequent to the receipt of bids, the Library has cancelled this

solicitation and expects to rebid these services by the summer. In order to ensure continuity of these critical services throughout the period that these services are being resolicited, the Library is requesting a six-month extension, from July 1, 2016 through December 31, 2016, of the existing contracts with Kelair, Inc., for HVAC services in the North and South Library regions, and Hi Tech Air Conditioning Services Inc., for HVAC services at the Flushing Library.

Recommended Motion for Consideration by the Buildings & Grounds Committee:

I move that the Buildings and Grounds Committee recommend to the Board of Trustees that the President and CEO be authorized to extend the HVAC service contracts with Kelair, Inc., for services in the North and South Library Regions, and Hi-Tech Air Conditioning Services Company Inc., for services at the Flushing Library, for six months, from July 1, 2016 through December 31, 2016, under the existing terms and conditions of their respective agreements.

Agenda Item: MAINTENANCE, REPAIR & RENOVATION

Current Status: Maintenance, repair or renovation purchases awarded between April 1, 2016 and April 31, 2016 in excess of \$5,000 are provided below for informational purposes. Approved procurement procedures were executed in accordance with the Purchasing Policy, including all items purchased by utilizing Board of Trustee approved requirements contracts, government requirements contracts, competitive quotations or in response to emergency conditions as a matter of health and safety.

Broadway PM Contracting Company LLC for the installation of a ceiling grid to complete the construction project in the children’s area at rates set forth in the requirements contract.

\$15,897

Central SCC Construction Management Services for construction management services for the completion of the pass-through renovation project at rates set forth in the requirements contract.

\$347,547

Central Kopp Electric Corporation for the installation of electrical service for the UPS at rates set forth in the requirements contract.

\$7,613

Central Varsity Plumbing and Heating Co. for the replacement of a cold water booster at rates set forth in the requirements contract.

\$7,025

Flushing Control Technologies Inc. for the replacement of the JAD controller at rates set forth in the HVAC contract.

\$7,983

Lefrak City	Precision Signs.Com Inc. for the installation of a banner and flag pole at rates set forth in the requirements contract. \$9,030
Ozone Park	Elite Construction LLC for construction management services for the renovation project at rates set forth in the requirements contract. \$39,447
Peninsula	Certified Glass Corporation for the completion of the installation of the storefront. \$15,930
S. Ozone Park	PM Contracting Company LLC to replace the netting on the façade of the building at rates set forth in the requirements contract. \$9,438