

QUEENS LIBRARY
BUILDINGS AND GROUNDS COMMITTEE
THURSDAY, SEPTEMBER 20, 2018
MINUTES

A meeting of the Buildings and Grounds Committee was held at the Central Library, 89-11 Merrick Boulevard, Jamaica, NY 11432 on Thursday, September 20, 2018. The meeting was called to order at 6:07 PM by Committee Chair, John Ottulich.

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Judy E. Bergtraum, Esq.	Chair of the Board	Present	
Robert Santos, Esq.	Board Member	Excused	
Maria Concolino	Board Member	Present	
Julissa Gutierrez	Board Member	Present	
James M. Haddad, Esq.	Board Member	Excused	
John Ottulich	Committee Chair	Present	
Andrew P. Jackson	Board Member	Excused	
George Russo, Esq.	Board Member	Present	

II. AGENDA**Action Item(s)****1. Contract Authorization - Roofing Services (ID # 1822)****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 a contract with Barrett Inc. for a term of three years with an option to extend for two one-year periods at the rates proposed herein.

Barrett Inc. Negotiated Pricing

- Material mark-up is fifteen (15%) percent.
- Service Call Fee is \$175.

South Region Libraries 1. Year 1 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 1	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated Annual Effort)
Mechanic	\$147	60	\$8,820
Helper	\$108	30	\$3,240
Supervisor	\$150	10	\$1,500
		Total Year 1:	\$13,560
South Region Libraries 2. Year 2 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 2	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated Annual Effort)
Mechanic	\$151	60	\$9,060
Helper	\$111	30	\$3,330
Supervisor	\$154	10	\$1,540
		Total Year 2:	\$13,930
South Region Libraries 3. Year 3 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 3	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated

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			Annual Effort)
Mechanic	\$155	60	\$9,300
Helper	\$115	30	\$3,450
Supervisor	\$160	10	\$1,600
		Total Year 3:	\$14,350

South Region Libraries 4. Year 4 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 4	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated Annual Effort)
Mechanic	\$158	60	\$9,480
Helper	\$119	30	\$3,570
Supervisor	\$163	10	\$1,630
		Total Year 4:	\$14,680

South Region Libraries 5. Year 5 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 5	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated Annual Effort)
Mechanic	\$162	60	\$9,720
Helper	\$123	30	\$3,690
Supervisor	\$168	10	\$1,680
		Total Year 5:	\$15,090

All Services Five Year Bid Price – South Region	
1. Hourly Rates- Total Year 1:	\$13,560
2. Hourly Rates- Total Year 2:	\$13,930
3. Hourly Rates- Total Year 3:	\$14,350
4. Hourly Rates- Total Year 4:	\$14,680

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5. Hourly Rates- Total Year 5:	\$15,090
Total Bid Amount in dollars:	\$71,610

North Region Libraries1. Year 1 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 1	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated Annual Effort)
Mechanic	\$147	60	\$8,820
Helper	\$108	30	\$3,240
Supervisor	\$150	10	\$1,500
		Total Year 1:	\$13,560
North Region Libraries 2. Year 2 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 2	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated Annual Effort)
Mechanic	\$151	60	\$9,060
Helper	\$111	30	\$3,330
Supervisor	\$154	10	\$1,540
		Total Year 2:	\$13,930
North Region Libraries 3. Year 3 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 3	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated Annual Effort)
Mechanic	\$155	60	\$9,300
Helper	\$115	30	\$3,450
Supervisor	\$160	10	\$1,600
		Total Year 3:	\$14,350
North Region Libraries 4. Year 4 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 4	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated Annual Effort)
Mechanic	\$158	60	\$9,480

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Helper	\$119	30	\$3,570
Supervisor	\$163	10	\$1,630
		Total Year 4:	\$14,680

North Region Libraries 5. Year 5 Hourly Rates			
Wage Rate Categories	Hourly Rates Year 5	Estimated Annual Effort	Estimated Annual Costs (Hourly Rate to be Multiplied by Estimated Annual Effort)
Mechanic	\$162	60	\$9,720
Helper	\$123	30	\$3,690
Supervisor	\$168	10	\$1,680
		Total Year 5:	\$15,090

All Services Five Year Bid Price – North Region	
1. Hourly Rates- Total Year 1:	\$13,560
2. Hourly Rates- Total Year 2:	\$13,930
3. Hourly Rates- Total Year 3:	\$14,350
4. Hourly Rates- Total Year 4:	\$14,680
5. Hourly Rates- Total Year 5:	\$15,090
Total Bid Amount in dollars:	\$71,610

RESULT:	RECOMMENDED [Unanimous]
MOVER:	Maria Concolino
SECONDER:	Judy E. Bergtraum, Esq.
AYES:	Bergtraum, Esq., Concolino, Gutierrez, Ottulich, Russo, Esq.
EXCUSED:	Robert Santos, Esq., James M. Haddad, Esq., Andrew P. Jackson

2. Sale of Mitchell Linden Library to the City (ID # 1830)

Recommended Motion for Consideration by the Buildings & Grounds Committee:

I move that the Buildings & Grounds Committee recommend to the Board of Trustees that the sale of the seven (7) condominium units purchased by the Library at 31-32 Union Street to the City of New York in the amount of \$4.3 million be approved and that the Library's President

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and CEO and/or Chief Operating Officer be authorized to execute the Contract of Sale and any other documents necessary to effectuate such sale.

RESULT:	RECOMMENDED [Unanimous]
MOVER:	Maria Concolino
SECONDER:	Judy E. Bergtraum, Esq.
AYES:	Bergtraum, Esq., Concolino, Gutierrez, Ottulich, Russo, Esq.
EXCUSED:	Robert Santos, Esq., James M. Haddad, Esq., Andrew P. Jackson

3. Transfer of Ownership of the Rosedale Library to the City (ID # 1831)

Recommended Motion for Consideration by the Buildings & Grounds Committee:

I move that the Buildings & Grounds Committee recommend to the Board of Trustees that the Library's donation to the City of New York of the premises located at 144-20 243rd Street being used for the Rosedale Community Library be approved and that the President & Chief Executive Officer and/or Chief Operating Officer be authorized to execute those documents necessary to effectuate such donation.

RESULT:	RECOMMENDED [Unanimous]
MOVER:	Julissa Gutierrez
SECONDER:	Maria Concolino
AYES:	Bergtraum, Esq., Concolino, Gutierrez, Ottulich, Russo, Esq.
EXCUSED:	Robert Santos, Esq., James M. Haddad, Esq., Andrew P. Jackson

4. New York State Construction Grant (ID # 1834)

Recommended Motion for Consideration by the Board of Trustees:

I move that the Buildings & Grounds Committee recommend to the Board of Trustees that it approve the submission of the Fiscal Year 2019 New York State Construction grant application for the new Far Rockaway community library in the amount of \$2,939,662.

RESULT:	RECOMMENDED [Unanimous]
MOVER:	Maria Concolino
SECONDER:	Judy E. Bergtraum, Esq.
AYES:	Bergtraum Esq., Concolino, Gutierrez, Ottulich, Russo, Esq.
EXCUSED:	Robert Santos, Esq., James M. Haddad, Esq., Andrew P. Jackson

Report(s)

5. Purchases Over \$5K Report - June 2018 (ID # 1823)

RESULT:	PRESENTED
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6. Purchases Over \$5K Report - July 2018 (ID # 1824)

RESULT: PRESENTED

7. Purchases Over \$5K Report - August 2018 (ID # 1833)

RESULT: PRESENTED

III. ADJOURNMENT

1. Motion to Adjourn (ID # 1812)

Recommended Motion for Consideration:

I move that the meeting be adjourned.

RESULT: RECOMMENDED [Unanimous]
MOVER: John Ottulich
SECONDER: Julissa Gutierrez
AYES: Bergtraum, Esq., Concolino, Gutierrez, Ottulich, Russo, Esq.
EXCUSED: Robert Santos, Esq., James M. Haddad, Esq., Andrew P. Jackson

The meeting was closed at 6:39 PM.

Committee Chair