

**WEBER COUNTY LIBRARY  
BOARD OF TRUSTEES  
MINUTES**

Date: May 15, 2012

Board Members  
in Attendance:

Holly Bauman  
Kathleen Herndon  
Marie Irvine  
Eric Jacobson  
Tom Taylor  
Jan Zogmaister

Board Members  
Excused:

Karen Leonardi

Others in  
Attendance

Lynnda Wangsgard, Director  
Karen Burton, Associate Director  
Scott Jones, Assistant Director  
Kevin Wilson, Professional Property Manager  
Julia Valle, Business Manager  
Evelyn Bertilson, Friends of the Library  
Marcia Harris, Development Board  
Kevin Blalock, Blalock and Associates

Public Presentation:

Michael Sussman did not keep his appointment with the Board.

Approval of Minutes:

Minutes of the April 17, 2012 meeting were approved as presented.

Director's Report:

Wangsgard presented the financial report, current as of April 30, 2012.

The combined property tax revenue and registered vehicle fees collected to-date were approximately \$22,700 higher than the previous year. However, total County-collected revenue was approximately \$14,225 lower than at the same time last year due to a sharp decline in the amount of delinquent property tax revenue collected. Wangsgard noted that a decline in delinquent property tax revenue could be a signal that the local economy is improving. Internally collected revenue was on target to meet projected budget levels.

Expenses were running well within expected parameters. Funding for a parking lot at the Ogden Valley Branch was being used to pay for a feasibility study at the Main Library.

A supervisors' retreat was scheduled for Tuesday, May 22, at the Ogden Valley Branch. Diane Diehl, a consultant on business etiquette, will present the morning training. Board members were given a copy of *Emily Post's Etiquette: Manners for a New World*, the text selected for the training seminar. Afternoon training will include updates on the Main Library infrastructure and an introduction to the feasibility study on the Main Library.

Board members and Friends of the Library officers were invited to attend.

Response to Request for Proposal to Complete a Feasibility Study and Evaluation of Costs/Benefits Associated with Renovation/Replacement of Main Library:

Wangsgard reviewed the process used to rate the proposals submitted by architectural firms interested in evaluating the Main Library. A review team, consisting of Wangsgard, Burton, Wilson, and Tom Hadley (Library Lead Maintenance Supervisor), had evaluated all eleven proposals and then arranged meetings where each firm presented their plans and introduced their evaluation team. Time was reserved at the conclusion of each firm's presentation to entertain a set of probing questions from the review team. Fees for the services quoted by each of the eleven firms ranged from \$10,000 to \$114,500.

The review team recommended the Board reject the proposal submitted by the low bidder, as this firm did not have relevant experience in a project of this type and scope. In addition, the \$10,000 low-bid for the services was based upon the consulting engineers donating their services. The review team did not feel confident that the Board could rely on the thoroughness of an analysis done by firms donating their time. The review team emphasized the final product produced will need to be complete and considered enough to justify the Library Board using it as a basis for future decisions that will have many implications in terms of costs and the quality of public services the Main Library will be able to support for decades to come.

Blalock and Associates, the second lowest bidder, outlined in cold transparency what would be paid to each of their consultants, giving the Library review team confidence that the architectural firm will be able to undertake a thorough vetting of the issues. However, each of the eleven firms, including Blalock and Associates, lacked at least one critical component among their outside consultants. Wilson was, therefore, negotiating with Blalock and Associates to add a component to their team. Blalock and Associates was also asked to change the mechanical engineering firm on their consultant list, as this firm did not perform to the Library's expectations on the Pleasant Valley Branch Library. Neither of these changes increase the cost of their proposal, which was submitted at \$34,250.

The Board meeting was moved to the Library auditorium where Kevin Blalock reviewed his team's qualifications, proposed approach to the project, timetable for completion, relevant projects, and their fee schedule. Blalock also utilized a PowerPoint presentation to illustrate the major issues associated with a structural renovation of the Library, focusing primarily on the need to tie the free-floating double-t floor and ceiling girders to the walls and asbestos abatement issues. Blalock answered questions and thanked the Board for the opportunity to meet with them.

Approval of Agreement with Blalock & Partners Architectural Design Studio to Complete a Feasibility Study and Evaluation of Costs/Benefits Associated with Renovation/Replacement of Main Library:

The Library review team recommended the Board accept the proposal submitted by Blalock & Partners Architectural Design Studio to complete the feasibility study on the Main Library.

After discussion and review, the Board voted to accept the proposal presented by Blalock and Associates.

Other:

There being no further business, the meeting was adjourned at 6:25 p.m.

Respectfully submitted:



Julia Valle

Business Manager