

MEETING MINUTES

ISSUE DATE 03-28-17

MEETING INFORMATION

MEETING DATE 03-22-17 **MEETING TIME** 5:00 p.m.

MEETING NAME Drake Pub. Lib.- Design Workshop **MEETING LOCATION** Library Meeting Room

PROJECT NAME Drake Public Library Renovation

FEH PROJECT NUMBER 2015240

MINUTES PREPARED BY Jason Cooper

ATTENDEE NAME	ORGANIZATION	PHONE	EMAIL
<input checked="" type="checkbox"/> Denny Sharp	FEH DESIGN	515-288-2000	dennys@fehdesign.com
<input checked="" type="checkbox"/> Jason Cooper	FEH DESIGN	515-288-2000	jasonc@fehdesign.com
<input checked="" type="checkbox"/> Michelle Cramblit	FEH DESIGN	515-288-2000	michellec@fehdesign.com
<input type="checkbox"/> Pete Lind	Library Board		
<input type="checkbox"/> Dana Moritz	Library Board		
<input type="checkbox"/> Lottie Wilson	Library Board		
<input checked="" type="checkbox"/> Larry Heikes	Library Board		
<input checked="" type="checkbox"/> Tom Johnson	Library Board		
<input checked="" type="checkbox"/> JeNel Barth	Library Director	641-856-6676	library@centerville-ia.org
<input type="checkbox"/> Shawn Decker	Library Board		
<input checked="" type="checkbox"/> Nicole Cox	Library Board		
<input checked="" type="checkbox"/> Kris Laurson	Library Board		
<input type="checkbox"/> Jason Fraser	City Administrator	641-437-4339	

DISTRIBUTION Library Board

PURPOSE Design Workshop

DISCUSSION

1. During the Library Board meeting held at 5:00p.m., FEH gave an overview of where we left off from our last meeting.
2. FEH presented revised floor plans.
 - a. Building Code was discussed.
 - i. The preliminary review indicates the current number of plumbing fixtures is sufficient per 2009 International Plumbing Code. (Women: 2 water closets required; Men: 1 water closet required)
 - ii. FEH reported that they've been in contact with the local Building Code Official. The official did not see any issues with the preliminary code review Occupant Load and Fixture Counts.
 - iii. The question was asked if the family restroom could be eliminated from the project and the existing restrooms remodeled to meet ADA Accessibility Requirements.
 - a. In order to renovate the existing Womens restroom to meet ADA Accessibility Requirements, the existing restroom would lose one water closet. Currently there are two provided. Losing one would not meet the plumbing fixture requirements if the Family Restroom is also removed from the project.



are smaller than the existing large oak tables currently in the library. The smaller, more versatile tables and chairs were well received.

- a. The existing oak tables and chairs will be reused in the Genealogy Rm, Small Study on First Floor, and in the Staff Break Room.
 - iv. FEH presented options for office furniture which were well received.
 - v. A furniture cost estimate was also shared during the meeting.
4. Schedule and budget was discussed.
- a. Construction to start at the end of August.
 - b. Carver Foundation Grant Application timeframes were discussed.
 - i. The Library Board would like to submit the application before the May submission deadline. JeNel has been working on the application. FEH to assist JeNel where needed.
 - c. FEH shared cost estimates for the work to remodel the existing restrooms, the family restroom, and furniture. Cost estimates for the remainder of the project will be shared after the electrical & mechanical engineers have a chance to get started on the project. The engineering firm FEH intended to use on the project has decided to close their Des Moines office, and as such, FEH has hired another firm.
 - d. It was noted that the scope of work currently in the project will not be feasible within the preliminary budget. A cost projection will be provided during the next meeting to allow the Library Board to make decisions on potential areas to decrease the scope of the project to align with the budget.
 - e. FEH suggested the project be bid with alternates in order for the Library to receive competitively bid pricing on how much the alternate items would cost. This will allow the library board to eliminate or add alternate bid items to align the cost of construction with the budget.

This is the author's understanding of the items discussed. Please notify us of any discrepancies within 7 days so revised minutes can be issued.

ATTACHMENTS None