

**JOINT TOWN COUNCIL and
JAMESTOWN PHILOMENIAN LIBRARY BOARD OF TRUSTEES
SPECIAL METING MINUTES
October 21, 2022**

I. ROLL CALL TOWN COUNCIL MEMBERS

A special meeting of the Jamestown Town Council was held on October 21, 2022. Town Council Members present were as follows: Nancy A. Beye, Mary Meagher, Michael G. White, and Randy White. Erik Brine was absent.

Also, in attendance: Town Administrator Jamie Hainsworth, Solicitor Peter Ruggiero(via zoom), Library Director Lisa Sheley, Finance Director Christina Collins, Public Works Director Mike Gray, and Town Clerk Roberta Fagan.

II. ROLL CALL JAMESTOWN PHILOMENIAN LIBRARY BOARD OF TRUSTEES

Library Board of Trustees(LBOT) present were as follows: Eugene Mihaly, Robert Flath, Marla Romash, Devi Ross, Peter Carson, Paul Houseberg, and Christopher Walsh

III. CALL TO ORDER

Town Council President Beye called the meeting of the Jamestown Town Council to order at 4:30 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

IV. Review, Discussion and/or Action and/or Vote of the Jamestown Philomenian Library Board of Trustees:

- A) Recommendation of a bid award to the Jamestown Town Council for the Addition and Renovation to Jamestown Philomenian Library Project be awarded to the lowest responsive and responsible bidder, E.W. Burman, Inc. for a base bid sum of \$4,266,000 with the following Add Alternates as specified in the Bid Documents:
- Add Alternate #1 – Dumbwaiter for \$80,000
 - Add Alternate #2 – Roof Shingle for \$68,200
 - Add Alternate #3 – Membrane Roof for \$88,700
 - Add Alternate #4 – Roof Shingle for \$140,500
- This necessitates a total award of \$4,643,400.
- B) Recommend acceptance of the following unit costs as detailed in the bid received from E.W. Burman, Inc. that will be used as a basis for additions and deductions to the contract, as may be required during the life of the contract:
- 1) General and structural earth excavation

	by machine, depth less than 10 feet	\$250.00/ CY
2)	Hand Earth excavation less than 5'	\$107.00/ CY
3)	Trench and pit earth excavation and backfilling by machine on dry less than 6'	\$250.00/CY
4)	Dewatering, including pumps per 8 hour	\$1,500.00
5)	Extra backfill in place form site place by equipment	\$100.00/ CY
6)	Removal of excavated material from site	\$150.00/CY
7)	Removal of excavated rock from site	\$450.00/CY
8)	General Fill in place	\$100.00/CY
9)	Reinforcing steel in place Planner Lisa Bryer	\$2.00/Town

LBOT member Chris Walsh read the recommendations.

A motion was made by Chris Walsh with a second by Robert Flath to make recommendation A) and recommendation B) to the to the Jamestown Town Council. Vote: Eugene Mihaly, Aye; Robert Flath, Aye; Marla Romash, Aye; Devi Ross, , Aye; Peter Carson, , Aye; Paul Houseberg, Aye; and Christopher Walsh, Aye.

V. Review, Discussion and/or Action and/or Vote of the Jamestown Town Council:

A) Approval of Bid Award for the Addition and Renovation to Jamestown Philomenian Library Project to E.W. Burman, Inc.

1) Approval of bid award for the Jamestown Philomenian Library Addition and Renovation Project be awarded to the lowest responsive and responsible bidder, E.W. Burman, Inc., for a base bid sum of \$4,266,000 with the following Add Alternates as specified in the Bid Documents:

- Add Alternate #1 – Dumbwaiter for \$80,000
- Add Alternate #2 – Roof Shingle for \$68,200
- Add Alternate #3 – Membrane Roof for \$88,700
- Add Alternate #4 – Roof Shingle for \$140,500

This necessitates a total award of \$4,643,400.

B) Acceptance of the following unit costs by the Town Council as detailed in the bid received from E.W. Burman, Inc. that will be used as a basis for additions and deductions to the contract, as may be required during the life of the contract:

1) General and structural earth excavation

	by machine, depth less than 10 feet	\$250.00/ CY
2)	Hand Earth excavation less than 5'	\$107.00/ CY
3)	Trench and pit earth excavation and backfilling by machine on dry less than 6'	\$250.00/CY
4)	Dewatering, including pumps per 8 hour	\$1,500.00
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6)	Removal of excavated material from site	\$150.00/CY
7)	Removal of excavated rock from site	\$450.00/CY
8)	General Fill in place	\$100.00/CY
9)	Reinforcing steel in place Planner Lisa Bryer	\$2.00/Town

Memorandum from JPL Director Lisa Sheley and Public Works Director Michael Gray regarding the Jamestown Philomenian Library Addition and Renovation Project Bid Award

A motion was made by Vice President Meagher with a second by Councilor M. White to approve the A) bid award for the addition and renovations and B) acceptance of unit costs for the addition and renovation to the Jamestown Philomenian Library Project. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

VI. OPEN FORUM

Comments are not limited to items on this agenda. However, items not on this agenda will only be heard and not acted upon by the Town Council. Note: Section 42-46-6 of the Open Meetings Act, and Department of the Attorney General Advisory Opinions relevant to this item on any public body meeting agenda specifically prohibits the Town Council from discussing, considering or acting on any topic, statement or question presented. The Town Council may, if warranted, refer such matters to an appropriate committee, to another body or official, or post the matter for consideration at a properly-noticed, future meeting.

- A) Scheduled request to address
- B) Non-scheduled request to address

None.

VII. ADJOURNMENT OF THE JAMESTOWN PHILOMENIAN LIBRARY BOARD OF TRUSTEES

A motion was made by Eugene Mihaly with a second by Robert Flath to adjourn at: 4:34 p.m. Vote: Eugene Mihaly, Aye; Robert Flath, Aye; Marla Romash, Aye; Devi Ross, , Aye; Peter Carson, , Aye; Paul Houseberg, Aye; and Christopher Walsh, Aye.

**Town of
Jamestown, Rhode Island**

PO Box 377
Jamestown, RI 02835- 1509
Phone: (401) 423-7220
Fax: (401) 423-7229



Date: October 18, 2022

To: Library Board of Trustees

From: Lisa Sheley, JPL Director
Michael Gray, Director of Public Works

RE: Bid Award
Jamestown Philomenian Library Addition and Renovation Project

A bid was advertised for the proposed Addition and Renovation to the Jamestown Philomenian Library. The project encompasses the following:

- Create a quiet adult reading space that addresses a need for connection with others, yet provides a sense of privacy;
- Make a safer, more comfortable and accommodating space for children and their caregivers;
- Expand the Tween/Teen area to meet the needs of our burgeoning after-school activities;
- Provide a modest expansion of the footprint of the building to benefit all users and staff while being mindful of the costs incurred. The addition and interior design will address safety in our public building (sight-line visibility as well as more secure restroom facilities); and
- Upgrade physical systems to achieve more efficiency and cost-effectiveness.

In order to achieve the above goals, the following items are included in the project:

- Addition of a total of 1,700 SF for Children's, T(w)een and Staff
- Installation of a new electrical service
- Installation of a new HVAC system
- New Asphalt shingle roof
- New membrane roofing
- Renovations to bathrooms
- Installation of a new bathroom in the new Children's Room
- Improved office space
- New circulation desk

Bids were received on August 10, 2022 from three (3) contractors and were open and read in public. Attached is a Bid Tabulation Summary Table of the three bids received.

The improvements will be paid for with funding from Bonds approved by Jamestown voters for \$1,000,000 (2018), \$1,500,000 (2020) and \$600,000 (2022), private donations of \$1,016,496, grant funding of \$1,050,000, Town Capital funding of \$144,897, and small foundation funding of \$26,500. The Jamestown Philomenian Library Foundation, the fundraising arm of the project, has already incurred \$316,826 in costs, which has been taken out of the private donation account (leaving that account at \$699,670). Thus, the total money available to the town for this project is \$4,721,067. The town anticipates receiving reimbursement and funding from the Office of Library and Information Services (OLIS) in an amount not to exceed \$2,092,366.

We have reviewed the bids received with our Architect and recommend that the bid for the Jamestown Philomenian Library Addition and Renovation Project be awarded to the lowest responsive and responsible bidder, E.W. Burman, Inc. for a base bid sum of \$4,266,000 with the following Add Alternates as specified in the Bid Documents:

- Add Alternate #1 – Dumbwaiter for \$80,000
- Add Alternate #2 – Roof Shingle for \$68,200
- Add Alternate #3 – Membrane Roof for \$88,700
- Add Alternate #4 – Roof Shingle for \$140,500

This necessitates a total bid award of \$4,643,400.


We also recommend acceptance of the following unit costs as detailed in the bid received from E.W. Burman, Inc. that will be used as a basis for additions and deductions to the contract, as may be required during the life of the contract:

1. General and structural earth excavation by machine, depth less than 10 feet	\$250.00/ CY
2. Hand Earth excavation less than 5'	\$107.00/ CY
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5. Extra backfill in place form site place by equipment	\$100.00/ CY
6. Removal of excavated material from site	\$150.00/CY
7. Removal of excavated rock from site	\$450.00/CY
8. General Fill in place	\$100.00/CY
9. Reinforcing steel in place	\$2.00/LB

VIII. ADJOURNMENT OF THE TOWN COUNCIL

A motion was made by Vice President Meagher with a second by Councilor M. White to adjourn at: p.m. Vote: President Beye, Aye; Vice President Meagher, Aye; Councilor M. White, Aye; and Councilor R. White, Aye.

Attest:


Roberta J. Fagan, Town Clerk