

MEETING MINUTES

MEETING INFORMATION

MEETING NAME	SPPL DD Meeting	MEETING LOCATION	SPPL Conference Room and Zoom
MEETING DATE	7 December 2023	MEETING TIME	12:30PM

PROJECT NAME Sun Prairie Public Library Remodel and Addition

FEH PROJECT NUMBER 2023402

PROJECT ADDRESS 1350 Linnerud Drive, Sun Prairie WI 53590

ATTENDEE NAME	ORGANIZATION	PHONE	EMAIL
<input checked="" type="checkbox"/> Svetha Hetzler	SPPL Director	608.825.0900	shetzler@cityofsunprairie.com
<input checked="" type="checkbox"/> Rex Owens	SPPL Board President	608.513.1551	rexowens00@gmail.com
<input checked="" type="checkbox"/> Theresa Stevens	SPPL Fdn Exec Director	608.886.0718	execdirector@sunlibfoundation.org
<input type="checkbox"/> Kim Bellmann	FEH Design	563.583.4900	kimb@fehdesign.com
<input checked="" type="checkbox"/> Ema Kuhlmann	FEH Design	563.583.4900	emak@fehdesign.com
<input checked="" type="checkbox"/> Christy Monk	FEH Design	563.583.4900	christym@fehdesign.com
<input checked="" type="checkbox"/> Sarah Jansen	FEH Design	262.962.2055	sarahjj@fehdesign.com
<input checked="" type="checkbox"/> Brad Biddick	Design Engineers	608.424.8815	brad.biddick@designengineers.com
<input checked="" type="checkbox"/> Kevin M. Johnson	Hunzinger – Owner's Rep	414.416.3377	kevinjohnson@hunzinger.com
<input checked="" type="checkbox"/> Steev Baker	SPPL	262.365.4614	sbaker@sunlib.org
<input checked="" type="checkbox"/> Lynn Montague	Youth Services - SPPL	608.825.0903	lmontague@cityofsunprairie.com
<input type="checkbox"/> Sammy Nieman	Youth Services Librarian	608.825.0701	snieman@sunlib.org
<input checked="" type="checkbox"/> Jan Holmes	Tech Coordinator - SPPL	608.837.7323x2032	jholmes@cityofsunprairie.com
<input checked="" type="checkbox"/> Kate Hull	Tech Services - SPPL	608.825.0901	khull@cityofsunprairie.com
<input checked="" type="checkbox"/> Erin Williams Hart	SPPL	608.825.0902	ewilliamshart@cityofsunprairie.com
<input type="checkbox"/> Steve Stocker	City of Sun Prairie Alderperson, Library Board Liaison	608.354.8511	sstocker@cityofsunprairie.com
<input type="checkbox"/> April Brazier	Sun Prairie Library Board		ABrazier@uwhealth.org
<input checked="" type="checkbox"/> New Lor	Sun Prairie Facilities Supervisor	608.825.0858	nlor@cityofsunprairie.com
<input checked="" type="checkbox"/> Rose Daily	City Sustainability Coordinator	608.825.0931	rdaily@cityofsunprairie.com
<input checked="" type="checkbox"/> Jeff Robbins	Sun Prairie Media Center	608.837.4193	jrobbins@cityofsunprairie.com
<input checked="" type="checkbox"/> Colin Lessig	Sun Prairie Media Center		clessig@CityofSunprairie.com
<input checked="" type="checkbox"/> Mara Trusty	Sun Prairie Media Center		mtrusty@CityofSunprairie.com
<input checked="" type="checkbox"/> Rachel Packard	Sun Prairie Media Center		rpackard@CityofSunprairie.com

1) Introductions

- a) Introductions were made.
- b) FEH reviewed the Agenda and Goals for Success.

2) Review and Approval of Last Meeting Minutes

- a) No changes were requested to be made to the last meeting minutes.

3) Sustainability items were reviewed

- a) The EIGP Microgrid/Solar Panel/BESS grant will be reviewed during an upcoming January meeting.

- b) FEH Design noted that the geothermal Focus on Energy bundle 2 was selected.
- c) A LEED progress update was given. The project will be registered soon to utilize LEED version 4.0.
- d) The field trip to the Milwaukee Public Library Mitchell Street Branch's maker's space is on Friday December 8th at 2pm.
- e) There is no specific date for geothermal boring. It has been pushed back from mid-December to late December based on GO Loop's availability.

4) **Timeline**

- a) The Design Development drawing set and the opinion of probable cost will be reviewed at the December 14 Library Board meeting.
- b) As FEH moves into the construction document phase of design, it was suggested that the timeline be updated with a list of meetings and topics. The attendees will be determined, and specific dates will be selected for each meeting, depending on schedules.

5) **Design Items**

- a) FEH reviewed finishes.
 - i) The small conference room carpet will match the community room carpet.
 - ii) The friend's shelving space carpet will match the adult collection carpet.
 - iii) Walk off carpet (same as main entrance vestibules) will be placed in the drive-up book drop to eliminate a transition for the book cart rolling in and out of that space.
 - iv) SPPL requested flooring samples, two patterns, and color options to choose from for the staff breakroom.
 - v) Staff would like to remove the glass shown at the book drop wall, just south of the friend's space. It was suggested that a camera and monitor screen could be provided so patrons can watch the book sorter.
 - vi) It was suggested that the soffit color at the bookstore complement the Friends Logo.
 - vii) It was decided to demolish the existing casework and sink in the Storytime room. This will be replaced with new casework of an appropriate size for a conference room. The new casework may have more open shelving.
 - viii) The worksurfaces in the makerspace computer should be more muted, in lieu of the brightly colored solid surface proposed.
 - ix) All countertops that are not considered 'wet' will have be made of plastic laminate instead of solid surface.
 - x) FEH Design is proposing that the large entrance wall to the Renk room be painted an accent color. SPPL would like a large sample of the suggested color (oyster bar) to test the color.
- b) SPMC Updates.
 - i) The media center will receive new office and house lights as part of the construction project.
 - ii) The mechanical system will be updated as part of the project.
 - iii) The ceiling grid will be reused and the ceiling tiles will be replaced.
 - iv) The studios in the media center and supporting rooms (rooms 1011, 1012, 1013, and 1014) need linoleum suitable for high traffic and in a similar color to the current flooring.
 - v) The other media center spaces (excluding the bathroom and server room) will receive carpet.
- c) Computers in Makerspace
 - i) The computers will be provided by the media center with expanded software offerings. These computers should be protectable / secured as part of the project.
- d) Features (Aquarium and Early Literacy Structure)
 - i) These features will be added to the budget as 'Sun Prairie Public Library Foundation - Direct Procurement' Items. Coordination with the providers of these items will be part of the construction project.

6) **Opinion of Probable Cost**

- a) The opinion of probable cost is \$209,000 over budget. The project total cost cannot exceed the SD dollar amount.
- b) The LEED energy model cost will be added to the soft costs.
- c) Line 11 (Fire Protection) will be broken out into two items: Fire Protection for Existing Building (11.1) and Fire Protection for Building Expansion (11.2).

- d) Value engineering items were suggested:
 - i) Remove First Responder Network Antenna Cabling
 - ii) Reduce divisions 14-16 by \$100,000 and use the target budget in the decision-making process.
 - (1) This reduction would include reducing key card access doors to only those that are necessary.
 - iii) Eliminate the terrazzo in the atrium and provide linoleum.
 - iv) Eliminate the wall coverings and provide painted accent walls.
 - e) The design team will review the cost opinion to determine if efficiencies can be made.
 - f) The cost saving items will be presented to the library board for consideration.
- 7) **Design Development**
- a) These documents will be reviewed at the upcoming December 14 Library Board Meeting.
 - b) There are ceramic tiles from the previous library that are in storage. It was suggested that the display of these tiles be considered as art pieces, not a built-in item that would be part of construction.

ACTION ITEMS

- 1) FEH will send Rose a list of all LEED components that are being incorporated into the building by December 21st.
- 2) SPPL will add Christy to the December 14th Board Meeting agenda.
- 3) FEH will create a list of meetings and topics that need to occur for 2024.
- 4) FEH to add Jeff from Beans and Cream and the Coffee vendor to January 4 meeting agenda (beginning).
- 5) FEH to provide SPPL 2-3 color schemes for the staff breakroom flooring that staff will vote on.
- 6) FEH to provide SPPL a sample of the oyster bar paint color.
- 7) FEH will provide SPPL with a half-size printed set of the updated DD drawings on Thursday December 14.
- 8) FEH will provide the Board with the current opinion of probable cost, including a list of items that could potentially be cut to reduce the cost by \$209k to meet the budget maximum, on Thursday December 14.

For meeting minutes 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. No response will indicate acceptance by all parties.

WRITTEN BY	Ema Kuhlmann
NEXT MEETING	4 January 2024, at 12PM
ATTACHMENTS	Finishes Packet, Opinion of Probable Cost

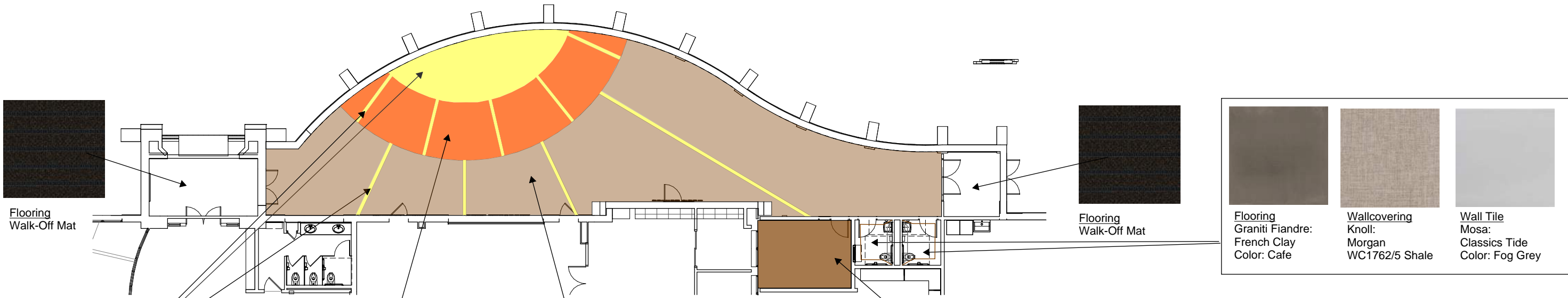
Sun Prairie Public Library Remodel and Addition

Sun Prairie, WI

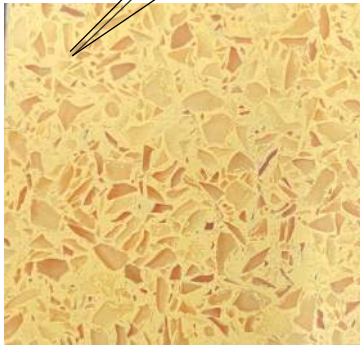
Design Development Interior Finish Concepts

7 December 2023

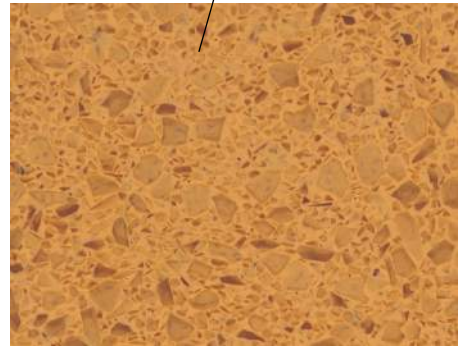
Atrium - Terrazzo



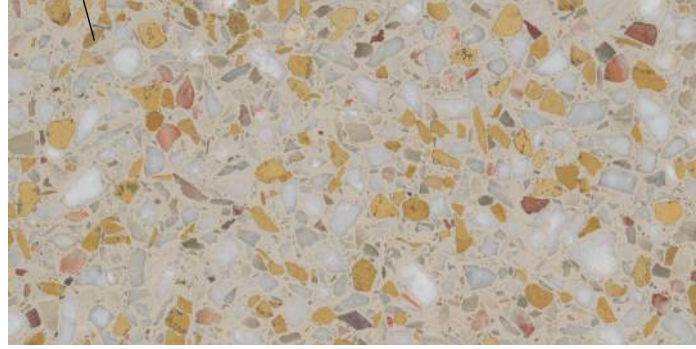
		
Flooring Graniti Fiandre: French Clay Color: Cafe	Wallcovering Knoll: Morgan WC1762/5 Shale	Wall Tile Mosa: Classics Tide Color: Fog Grey



Flooring
 Sherwin Williams:
 Resuflor Terrazzo
 Color: SW1006-TZ



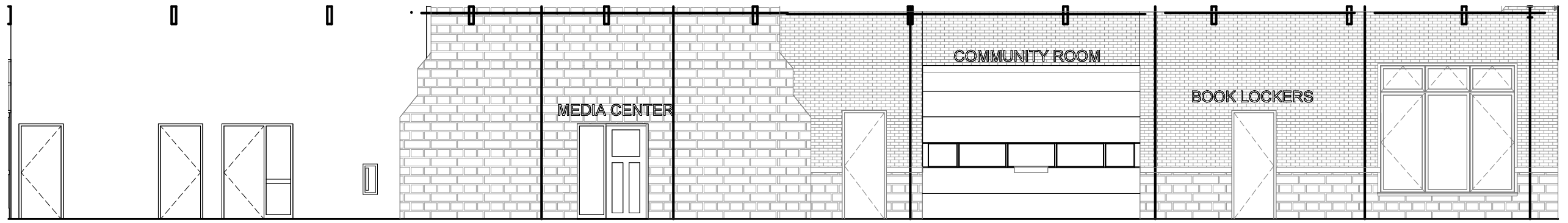
Flooring
 KRC Terrazzo :
 Glass Series
 Color: Tuscan Sun

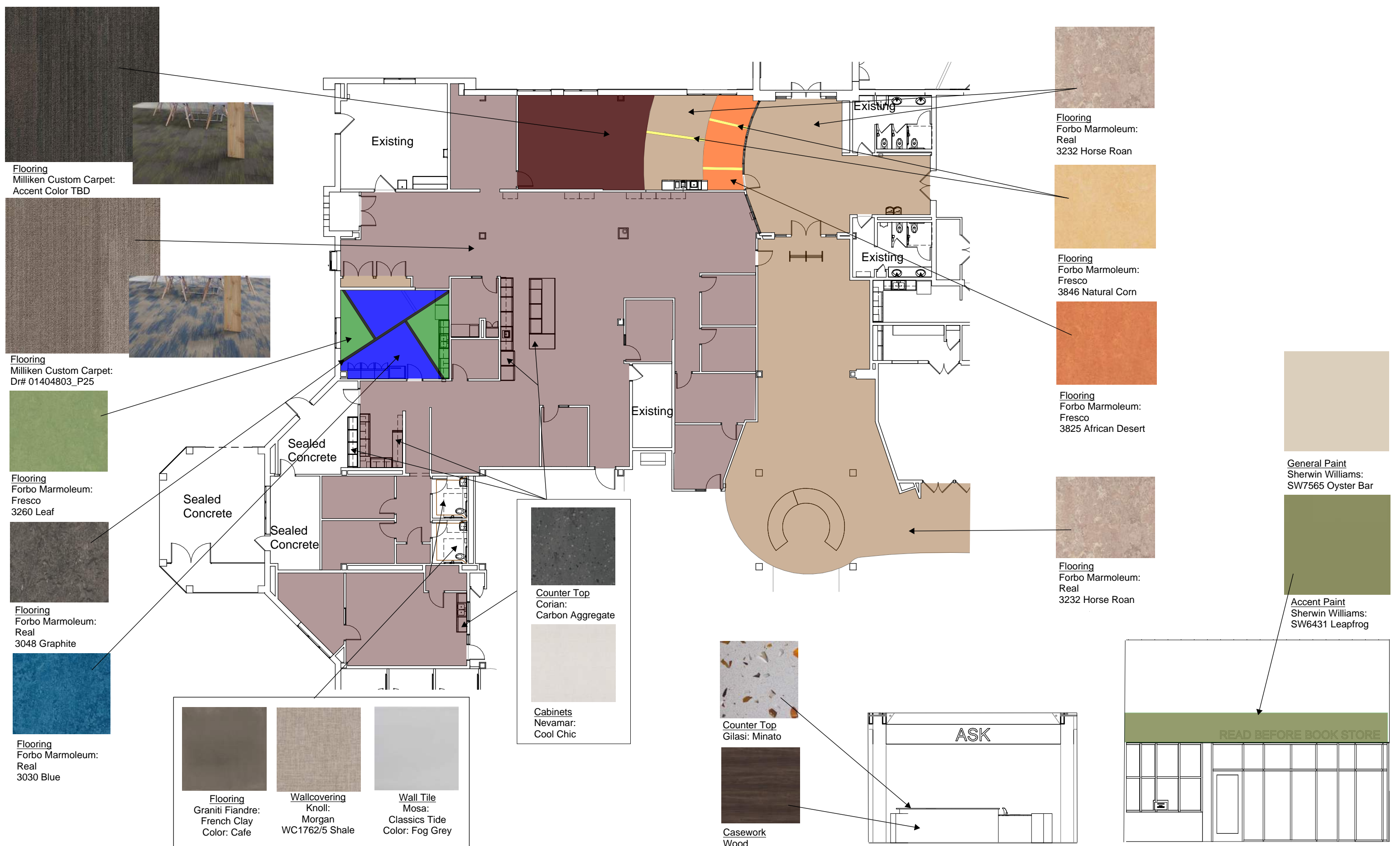


Flooring
 KRC Terrazzo:
 White/Neutral Series
 Color: KRT-1810



Flooring
 Milliken Custom Carpet:
 Accent Color TBD







Counter Top
Corian:
Neutral Concrete



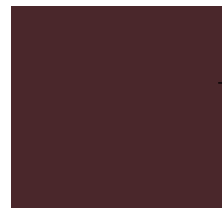
Cabinets
Wilsonart:
Florence Walnut



Flooring
Forbo Marmoleum:
Real
3232 Horse Roan



General Paint
Sherwin Williams:
SW7565 Oyster Bar



Accent Paint
Sherwin Williams:
SW2801 Rookwood Dark Red



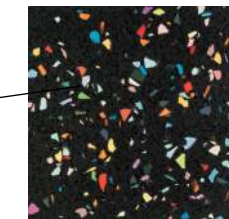
Flooring
Milliken
Arctic Survey
Expedition EXP67
Color: 59 Permafrost



Flooring
Shaw Contract:
Quilted Tile 5T518
Heritage 16761



Flooring
Milliken Custom Carpet:
Accent Color TBD

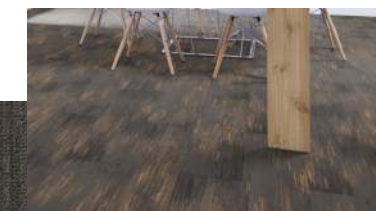


Counter Top
Durat D0060-52 Black

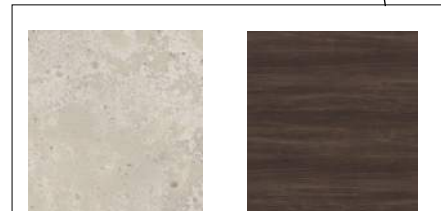
OR



Counter Top
Durat: DP006 Black Velvet



Flooring
Milliken Custom Carpet:
Accent Color TBD



Counter Top
Corian Quartz:
Neutral Cement

Cabinets
Wilsonart:
Florence Walnut



Flooring
Graniti Fiandre:
French Clay
Color: Cafe

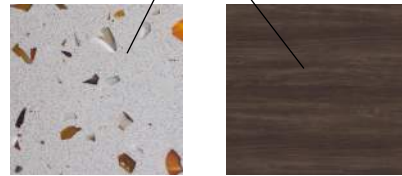
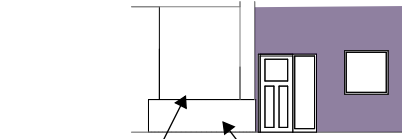
Wallcovering
Maharam:
Mixed Stripe
Color: 399652-004 Maize



Flooring
Graniti Fiandre:
French Clay
Color: Cafe

Wallcovering
Knoll:
Morgan
WC1762/5 Shale

Wall Tile
Mosa:
Classics Tide
Color: Fog Grey



Counter Top
Gilasi: Minato

Casework
Wood

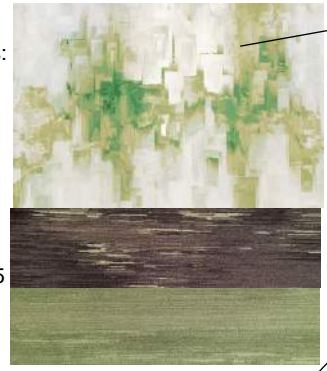
Flooring
Milliken Custom Carpet
DR# 01400518_P25



Flooring
Milliken Color Field
COL129 Pennyroyal



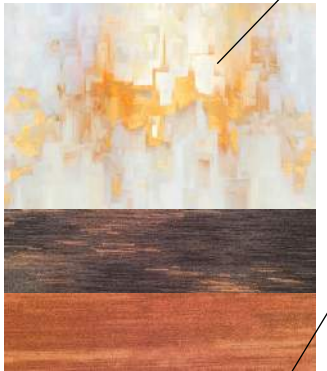
Wallcovering
Gravity Digital Walls:
Evening Light
Color Moss
G1-12-10



Flooring
Milliken Custom Carpet
75% DR# 01400512_P25
25% Color Field COL
141Celandine



Gravity Digital Walls:
Evening Light
Color Glow
G1-12-01



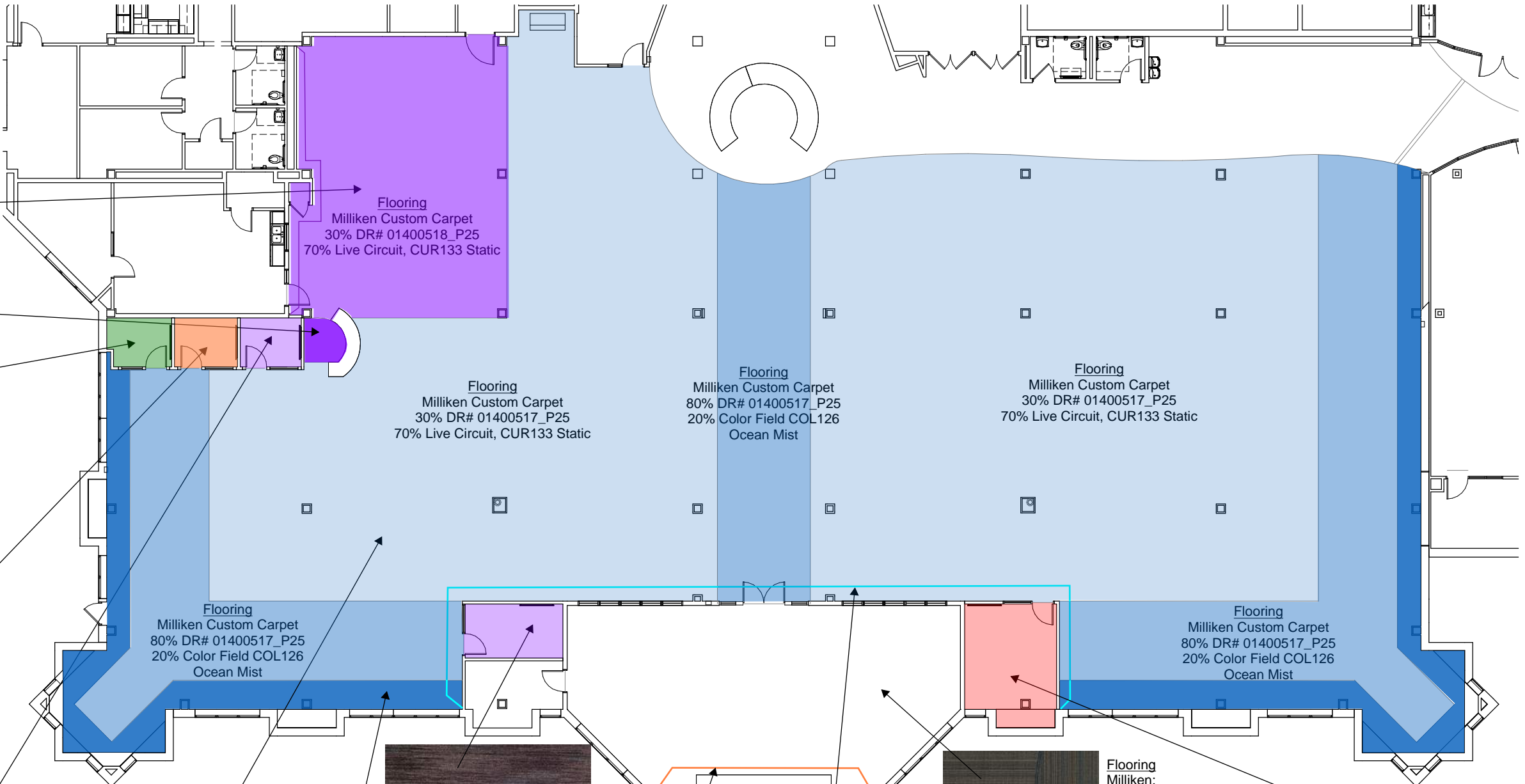
Flooring
Milliken Custom Carpet
75% DR# 01400519_P25
25% Color Field COL70
Tawny



Gravity Digital Walls:
Evening Light
Color Blue Willow
G1-12-09



Flooring
Milliken Custom Carpet
75% DR# 01400517_P25
25% Color Field COL126
Ocean Mist



Flooring
Milliken Custom Carpet
30% DR# 01400518_P25
70% Live Circuit, CUR133 Static

Flooring
Milliken Custom Carpet
30% DR# 01400517_P25
70% Live Circuit, CUR133 Static

Flooring
Milliken Custom Carpet
80% DR# 01400517_P25
20% Color Field COL126
Ocean Mist

Flooring
Milliken Custom Carpet
30% DR# 01400517_P25
70% Live Circuit, CUR133 Static

Flooring
Milliken Custom Carpet
80% DR# 01400517_P25
20% Color Field COL126
Ocean Mist

Flooring
Milliken Custom Carpet
80% DR# 01400517_P25
20% Color Field COL126
Ocean Mist

Flooring
Milliken Custom Carpet
DR# 01400517_P25

Flooring
Milliken Custom Carpet
75% DR# 01400518_P25
25% Color Field COL Pennyroyal

Flooring
Milliken:
Remix Remasted
Backbeat Trimline
Color: 114 Dub

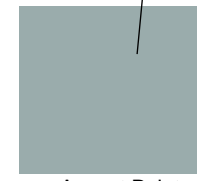
Flooring
Milliken Custom Carpet
75% DR# 01400520_P25
25% Color Filed COL60 Vinoso



Paint:
Sherwin Williams
SW0031 Dutch Tile Blue



Accent Paint
Sherwin Williams:
SW2817 Rookwood Amber



Accent Paint
Sherwin Williams:
SW7565 Oyster Bar



Wallcovering
Rollout
Route Bullets
WLNYS-006.01

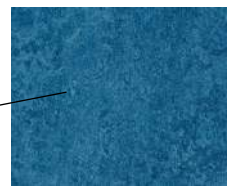


Wallcovering
Gravity Digital Walls:
Something's Fishy
G3-22-01



Flooring
Forbo Marmoleum:
Fresco
3131 Scarlet

Flooring
Milliken Custom Carpet
75% DR# 01400520_P25
25% Color Filed COL60 Vinoso



Flooring
Forbo Marmoleum:
Real
3030 Blue

Flooring
Milliken Custom Carpet
75% DR# 01400518_P25
25% Color Field COL Pennyroyal



Flooring
Forbo Marmoleum:
Fresco
3825 African Desert



Flooring
Forbo Marmoleum:
Fresco
3260 Leaf



Flooring
Forbo Marmoleum:
Fresco
3846 Natural Corn



Flooring
Forbo Marmoleum:
Real
3232 Horse Roan



Flooring
Walk-Off Mat

Wallcovering
Gravity Digital Walls:
Beatrix
Clay Pastels
G1-02-01



Wallcovering
Astek
Aspen Tree
Black AD014-2

Flooring
Milliken Custom Carpet
75% DR# 01400512_P25
25% Color Field COL
141Celandine

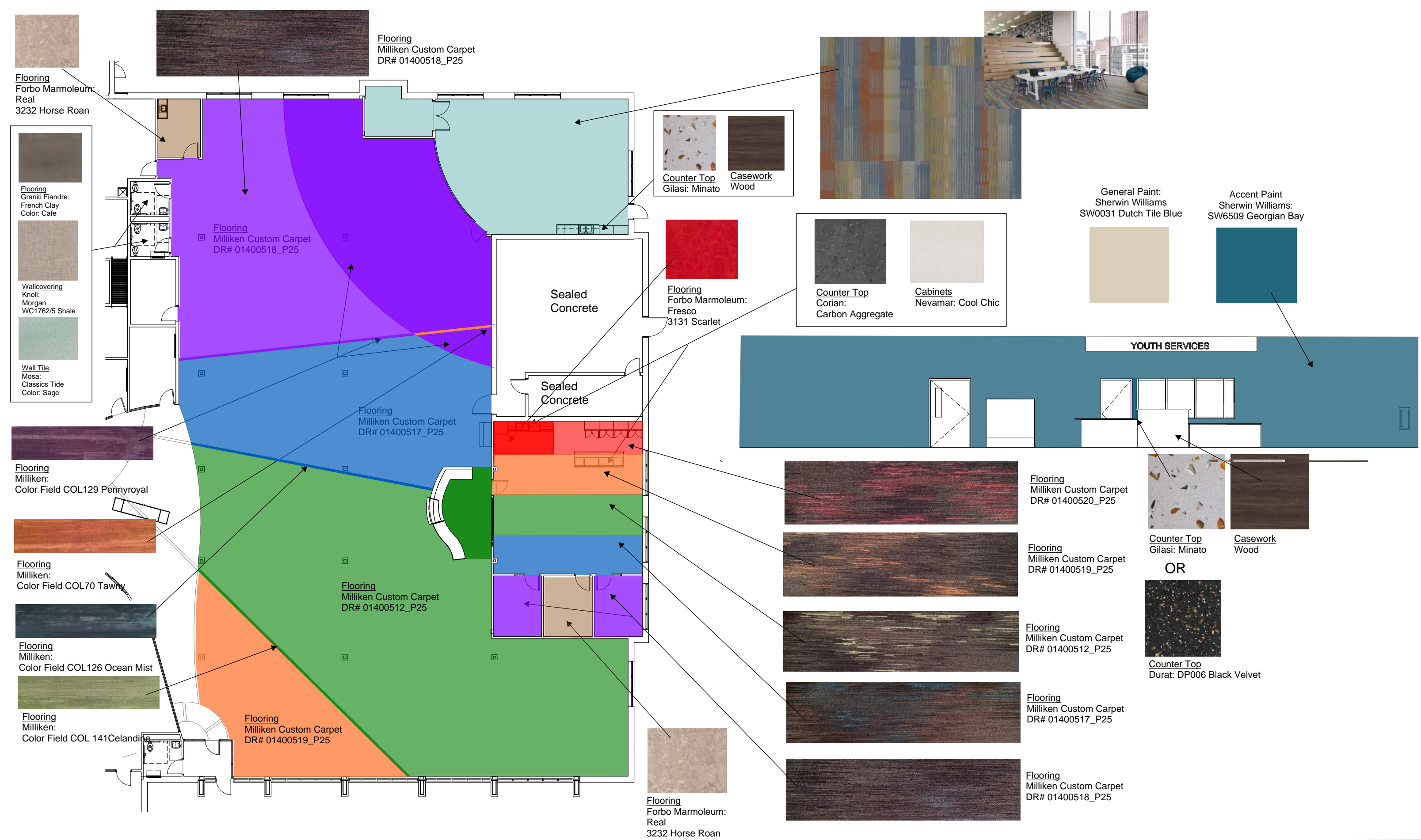


Flooring
Milliken Custom Carpet
DR# 01400517_P25



Flooring
Milliken Custom Carpet
75% DR# 01400518_P25
25% Color Field COL Pennyroyal

		
Flooring Graniti Fiandre: French Clay Color: Cafe	Wallcovering Knoll: Morgan WC1762/5 Shale	Wall Tile Mosa: Classics Tide Color: Fog Grey



OPINION OF PROBABLE COST

Project Number: 2023402
Phase: Design Development

Owner: City of Sun Prairie
Project: Sun Prairie Public Library

Date : 12/7/23
Estimator : CH



Updated
Design Development 12/7/2023
Schematic Design & COW 9/15/2023
Conceptual Design 12/8/2021

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS	TOTALS	TOTALS
Building Construction Costs:						
1 GENERAL REQUIREMENTS 8%, Overhead 5%, PROFIT 5%	1	LS		2,664,670	2,588,895	2,001,751
2 SITEWORK & UTILITIES & LANDSCAPING	1	LS		967,405	1,253,920	1,355,000
3 SELECTIVE DEMOLITION	1	LS		107,164	86,400	72,000
4 SUBSTRUCTURE	1	LS		566,466	474,945	395,955
5 SUPERSTRUCTURE	1	LS		1,245,993	1,307,510	795,000
6 EXTERIOR ENCLOSURE	1	LS		973,010	1,156,483	830,205
7 ROOFING	1	LS		739,145	791,070	550,000
8 INTERIOR CONSTRUCTION	1	LS		1,623,266	1,493,771	1,040,870
9 SPECIALTIES AND EQUIPMENT	1	LS		229,175	142,350	125,024
10 CONVEYING SYSTEMS	1	LS		0	0	0
11 FIRE PROTECTION	1	LS		283,700	137,300	120,000
12 PLUMBING	1	LS		282,200	243,400	225,000
13 MECHANICAL HVAC	1	LS		4,079,900	4,205,702	2,088,850
14 ELECTRICAL, MICROGRID, PHOTOVOLTAIC	1	LS		2,849,300	2,524,300	1,942,550
15 SECURITY	1	LS		323,000	200,000	123,200
16 VOICE, DATA, SPECIAL SYSTEMS & TELECOMMUNICATIONS	1	LS		534,000	370,200	345,100
SubTotal				17,468,393	16,976,246	12,010,505
Microgrid Alternate with Overhead and Profit						517,500
With 10% 2022 Inflation						13,780,805
With 6% 2023 Inflation						14,607,654
With 3% 2024 Inflation						15,045,883
Design / Bid Contingency 8%				1,397,471	1,697,625	1,504,588
Building Construction Costs SubTotal				18,865,864	18,673,871	16,550,472
Construction Contingency 5%				943,293	933,694	827,524
BUILDING CONSTRUCTION COST TOTAL				\$19,809,157	\$19,607,565	\$17,377,995
Soft Costs:						
40.40 Hazard Material survey, sample, test	0	LS	3,500.00	0	0	0
40.50 Hazardous material abatement	0	SF	4.00	0	0	0
40.60 Legal Fees	1	LS	10,000.00	10,000	10,000	10,000
40.70 Ownership and Deconstruction Insurance	1	LS	5,000.00	5,000	5,000	0
40.80 Phase 1 Environmental Study	1	LS	5,000.00	5,000	5,000	0
40.90 Phase 1 Archeological Study	1	LS	5,000.00	5,000	5,000	0
40.10 Final Equipment and Utility connections on site	1	LS	5,000.00	5,000	5,000	0
41.00 Professional Fees: Civil Engineering	1	LS	87,000.00	87,000	87,000	62,987
41.01 Professional Fees: Landscape Architecture	1	LS	17,000.00	17,000	17,000	25,195
41.02 Professional Fees: Programming	1	LS	30,000.00	30,000	30,000	30,000
41.03 Professional Fees: MEP Engineering	1	LS	370,000.00	370,000	370,000	314,935
41.04 Professional Fees: Data, security, access control audio	1	LS	20,000.00	20,000	20,000	29,520
41.05 Professional Fees: PV Design	1	LS	12,000.00	12,000	12,000	0
41.06 Professional Fees: Architecture/Interior Design	1	LS	720,030.00	720,030	720,030	730,655
41.07 Professional Fees: Structural Engineering	1	LS	143,970.00	143,970	143,970	125,974
41.30 Design Team Reimbursable Expenses	1	LS	18,000.00	18,000	18,000	18,000
41.40 Fundraising Feasibility Study	1	LS	0.00	0	0	0
41.50 Sustainability Design Fees	1	LS	50,000.00	50,000	50,000	50,000
41.60 Owner's rep/Construction Management Services (Design and Construction)	1	LS	400,000.00	400,000	400,000	719,850
41.60 Commissioning	1	LS	30,000.00	30,000	30,000	30,000
41.80 LEED certification fees from USGBC	1	LS	12,000.00	12,000	12,000	12,000
41.10 Furnishings Design, selection, bidding Fees,	1	LS	150,000.00	150,000	150,000	159,016
41.11 Geo Thermal Test Well	1	LS	22,000	22,000	12,000	12,000
41.12 Topographical Site Survey \$6k, CSM Certified Survey Map \$5k	1	LS	11,000.00	11,000	11,000	6,500
41.13 Geotechnical subsurface investigation;	1	LS	5,200.00	5,200	5,200	7,500
41.14 Quality Control Material Testing & Inspections	1	LS	30,000.00	30,000	30,000	30,000
42.00 Printing, shipping, & plan room Costs for Construction Documents	1	LS	11,000.00	11,000	11,000	11,000
43.00 State Construction documents review Fees	1	LS	10,000.00	10,000	10,000	0
44.00 City Plan Review Permits and Fees	1	LS	10,000.00	10,000	10,000	10,000
45.00 Builders Risk Insurance	1	LS	7,000.00	7,000	7,000	7,000
46.00 Construction Utility costs by Owner	1	LS	10,000.00	10,000	10,000	10,000
47.00 Fixtures, Furnishings, blinds, & Equip Allowance \$28/SF new	25,075	SF	28.00	702,100	697,620	711,200
47.00 Fixtures, Furnishings, blinds, & Equip Allowance \$14/SF Existing	35,525	SF	14.00	497,350	506,002	512,000
47.10 Appliances: fridge, coffee maker, ice maker, cooler	10	EA	750.00	7,500	7,500	0
48.00 Technology & Computer Equipment Allowance, (less use of existing)	22,250	SF	13.50	300,375	298,148	369,000
51.00 Moving costs for multiple phases of construction	1	LS	50,000.00	50,000	50,000	40,000
52.00 Ground breaking and dedication ceremonies	1	LS	3,000.00	3,000	3,000	3,000
53.00 Fundraising Consulting & grant writing	1	LS	0.00	0	0	0
54.00 Soft Costs Contingency	1	LS	150,000.00	150,000	150,000	0
Soft Cost SubTotal				3,916,525	3,908,470	4,047,332
With 10% 2022 Inflation						4,452,065
With 6% 2023 Inflation						4,719,189
With 3% 2024 Inflation						4,860,765
Building Construction Cost Total				19,809,157	19,607,565	17,377,995
PROJECT TOTAL COST				\$23,725,682	\$23,516,035	\$22,238,760

Optional Alternates

- | | |
|---|------------------|
| 1. Bird Safety Glazing | \$ 360,000.00 |
| 2. Speed Table at Main Entrance | To Be Determined |
| 3. Net Zero Building | To Be Determined |
| 4. Eliminate Atrium Beyond Reduced Size Shown | \$ (700,000.00) |