

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT  
413 N. MILWAUKEE AVENUE  
LIBERTYVILLE, ILLINOIS 60048**

December 2, 2024

Special Board Meeting

5:30 p.m.

A special meeting of the Board of Library Trustees of the Cook Memorial Public Library District is scheduled for Monday, December 2, 2024 at 5:30 p.m. in the Conference Room at the Cook Park Library, 413 N. Milwaukee Avenue, Libertyville, Illinois.

1. Call to order.
2. Roll call.
3. Public Comment.
4. Approval of Resolution 2024-2025/6 Accepting Bids and Awarding Contracts for the Cook Park Library Children's Renewal Project.
5. Adjournment.

Deb Ader, President  
Board of Library Trustees

November 27, 2024

*Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office by telephone at (847)362-2330, by email at [ADA@cooklib.org](mailto:ADA@cooklib.org) or in writing, not less than five (5) business days prior to the meeting.*



# Cook Memorial Public Library District

## LIBRARY BOARD MEETING AGENDA SUPPLEMENT

MEETING DATE: December 2, 2024

FROM: David Archer, Library Director

AGENDA ITEM: Approval of Resolution 2024-2025/6 Accepting Bids and Awarding Contracts for the Cook Park Library Children's Renewal Project.

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At this evening's meeting, Tom Featherstone of Featherstone Inc. and Tiffany Nash of Product Architecture + Design will be joining virtually to review trade and furniture bids for the Cook Park Library Children's Renewal Project. The Board will be voting to approve a resolution to accept these bids and proceed with the next phase of the project.

The Library publicly advertised for sealed bids for this project on October 19, which were subsequently opened and announced at the Cook Park Library on November 19. Following this, Featherstone and Product reviewed the bids and provided their recommendations, which are detailed as Exhibits A & B in the attached resolution.

You'll note that the proposed project budget has increased from **\$970,000** to **\$1,065,000** due to the following factors, which will be discussed at tonight's meeting:

1. **Higher-than-expected electrical bids:** These exceeded original estimates, impacting the overall budget.
2. **Increased furniture costs:** Furniture and shelving costs exceeded initial projections. Architects and staff have worked to reduce expenditures by eliminating some optional purchases and choosing lower cost alternates.
3. **Extended project timeline:** The project completion date has been extended by three weeks, now anticipated to be April 17, 2025, resulting in higher construction management costs.

### Parliamentary Guidance:

- If no changes are needed to the resolution, a member may state: *"I move to approve Resolution 2024-2025/6."*
- If changes are desired, the resolution must first be "motioned" and "seconded" before any amendments can be proposed. A trustee can then formally introduce an amendment by stating: *"I move to amend the motion for Resolution 2024-2025/6 by modifying the following sections."* Another trustee must second the motion before the board can consider and discuss the proposed changes.

**RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACTS FOR THE COOK  
PARK LIBRARY CHILDREN’S RENEWAL PROJECT**

**WHEREAS**, the Board of Library Trustees ("Board") of the Cook Memorial Public Library District ("Library") approved a four-year Strategic Plan on December 22, 2022, based on valuable community input; and

**WHEREAS**, among the key goals of the Strategic Plan are to “Reimagine the Cook Park Library Children’s department to expand the potential level of engagement and interaction, particularly among early learners;” and

**WHEREAS**, on May 21, 2024, the Board approved Resolution 2023-2024(21), authorizing Product Architecture + Design (“Architects”) to prepare drawings and engineering documentation for improvements to the Cook Park Library Children’s area (“Project”); and

**WHEREAS**, the Architects collaborated with Library staff to reimagine the Children’s space, incorporating vibrant new furniture and creating a flexible, engaging, and efficient design to enhance its functionality and appeal; and

**WHEREAS**, on July 16, 2024, the Board approved Resolution 2024-2025(1) Authorizing Featherstone Inc. (“Construction Manager”) to proceed with preconstruction services for the Project; and

**WHEREAS**, on October 19, 2024, pursuant to the Public Library District Act of 1991, 75 ILCS 16/40-45, the Library publicly advertised for sealed bids for the Project; and

**WHEREAS**, bids for separate construction contracts were publicly opened and announced at the Cook Park Library on November 19, 2024, and subsequently reviewed by the Construction Manager, who has recommended the selected vendors and bid amounts as outlined in the Letter of Bid Award Recommendation detailed in Exhibit A; and

**WHEREAS**, bids for furniture and shelving contracts were publicly opened and announced at the Cook Park Library on November 19, 2024, and subsequently reviewed by the Architects, who has recommended the selected vendors and bid amounts as outlined in the Letter of Bid Award Recommendation detailed in Exhibit B; and

**WHEREAS**, the Board of Library Trustees, after careful consideration, has determined that the firms detailed in Exhibits A and B are the lowest responsible bidders.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Library Trustees of the Cook Memorial Public Library District, Lake County, Illinois, as follows:

**Section 1.** The Board approves a total revised budget of **\$1,065,000** for the Project, of which **\$69,750** has been spent on architectural, design, and engineering services as authorized by previous board action.

**Section 2.** The Board finds the firms for each of the base bid and recommended alternate contracts as detailed in Exhibit A are the lowest responsible bidders totaling **\$467,590**.

**Section 3.** The Board finds the firms for each of the furniture bids and recommended as detailed in Exhibit B are the lowest responsible bidders totaling **\$296,127.84**.

**Section 4.** The Board authorizes the Board President and Secretary to execute base bids and defined alternates with the lowest responsible bidders as set forth in Exhibits A & B subject to final review of the contracts by the Library Director and/or Library Attorney.

**Section 5.** The Board authorizes the President and Secretary to execute a **\$127,453** contract with Featherstone, Inc. for construction management services for the Project, as detailed in Exhibit A.

ADOPTED this 2<sup>nd</sup> day of December, 2024 pursuant to roll call vote as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
President, Deb Ader

ATTEST:

\_\_\_\_\_  
Karen Singer, Secretary

# Exhibit A



November 22, 2024

Board of Trustees of the Cook Memorial Public Library  
District  
413 N. Milwaukee Ave  
Libertyville, IL 60048

Re: Children's Improvements  
Letter of Bid Award Recommendation

Dear Trustees,

This letter is in response to the Cook Memorial Public Library District's request to prepare a formal written recommendation for the Owner's award of bids received on November 20, 2024.

Find attached is the Bid Tabulation Sheet dated November 19, 2024 that documents the proposal forms as received, opened, and read publicly on November 19, 2024. The dark green highlighted contractors are those recommended for award.

The following are Featherstone, Inc.'s recommendations for consideration.

# Exhibit A

**Contract: 01 - General Trades - D Kersey Construction Co**

<b>Base Bid</b>	118,940.00
<b>Total Adjusted Contract:</b>	<b>118,940.00</b>

**Contract: 02 - Flooring - Diverzify Pro LLC**

<b>Base Bid</b>	70,576.00
<b>Total Adjusted Contract:</b>	<b>70,576.00</b>

**Contract: 03 - Painting - Ascher Brothers Co Inc**

<b>Base Bid</b>	19,190.00
<b>Total Adjusted Contract:</b>	<b>19,190.00</b>

**Contract: 04 - Fire Suppression - Independent Fire Sprinkler Inspections**

<b>Base Bid</b>	8,200.00
<b>Total Adjusted Contract:</b>	<b>8,200.00</b>

**Contract: 05 - Plumbing - DeFranco Plumbing Inc.**

<b>Base Bid</b>	35,533.00
<b>Alternates</b>	
Alternate # 4 - Add Manual Flush Valve	530.00
<b>Total Adjusted Contract:</b>	<b>36,063.00</b>

**Contract: 06 - HVAC - Jensens Plumbing & Heating, LLC**

<b>Base Bid</b>	24,000.00
<b>Total Adjusted Contract:</b>	<b>24,000.00</b>

**Contract: 07 - Electrical - Krause Electrical Contractors, Inc.**

<b>Base Bid</b>	212,800.00
<b>Alternates</b>	
Alternate # 1 - Deduct F4 Linear Startek	(26,724.00)
Alternate # 3 - Add Reinstall Salvaged Fixture in Wood Ceiling	4,545.00
<b>Total Adjusted Contract:</b>	<b>190,621.00</b>

**Total for all recommended Trade Contractor Costs: 467,590.00**

Please call if you have any questions or need additional information.

Sincerely,



Tom Featherstone

# Exhibit A

**Cook Memorial Library District - Children's Improvements**

**Bid Tabulation**

**November 19, 2024 - 1:00 PM**

Company Name	Base Bid	Alt. # 1 (Deduct) F4 Linear to be Startek in lieu of Axis	Alt. # 2 (Add) Replace existing linear pendants and recessed 2x2 and 1x4 with new	Alt. # 3 (Add) Reinstall Salvaged Fixture in FX-R in existing wood ceiling	Alt. # 4 (Add) Provide Manual Flush Valve in lieu of reusing existing	Alt. # 5 (Add) LED Retrofit of existing fixtures	Alt. Subtotal:	Total Adjusted Bid
<b>01 General Trades</b>								
D Kersey Construction Co	118,940.00						0.00	118,940.00
L.J. Morse Construction Company	121,500.00		9,300.00	6,400.00		2,300.00	18,000.00	139,500.00
Wendell Builders, Inc.	123,300.00						0.00	123,300.00
Edwin Anderson Construction Company	169,000.00						0.00	169,000.00
Boller Construction Co Inc	187,500.00						0.00	187,500.00
Rasch Construction	237,150.00						0.00	237,150.00
<b>02 Flooring</b>								
Diverzify Pro LLC	70,576.00						0.00	70,576.00
Nolan Sales Corp	75,000.00						0.00	75,000.00
Pinnacle Flooring Company	93,500.00						0.00	93,500.00
Commercial Carpet Consultants Inc	98,250.00						0.00	98,250.00
<b>03 Painting</b>								
Ascher Brothers Co Inc	19,190.00						0.00	19,190.00
Oosterbaan & Sons Co	21,245.00						0.00	21,245.00
Midwest Decorating Inc	23,185.00						0.00	23,185.00
<b>04 Fire Suppression</b>								
Independent Fire Sprinkler Inspections	8,200.00						0.00	8,200.00
<b>05 Plumbing</b>								
DeFranco Plumbing Inc.	35,533.00				530.00		530.00	36,063.00
Martin Petersen Company Inc	43,100.00						0.00	43,100.00
Ewing Doherty Mechanical Inc	48,125.00				225.00		225.00	48,350.00
National Heat & Power Corp	53,475.00				160.00		160.00	53,635.00

# Exhibit A

Cook Memorial Library District - Children's Improvements

Bid Tabulation

November 19, 2024 - 1:00 PM

Company Name	Base Bid	Alt # 1 (Deduct) F4 Linear to be Startek in lieu of Axis	Alt. # 2 (Add) Replace existing linear pendants and recessed 2x2 and 1x4 with new	Alt. # 3 (Add) Reinstall Salvaged Fixture in FX-R in existing wood ceiling	Alt. # 4 (Add) Provide Manual Flush Valve in lieu of reusing existing	Alt. # 5 (Add) LED Retrofit of existing fixtures	Alt. Subtotal:	Total Adjusted Bid
<b>06 HVAC</b>								
Jensens Plumbing & Heating, LLC	24,000.00						0.00	24,000.00
Hartwig Mechanical Inc	31,500.00						0.00	31,500.00
MG Mechanical Contracting Inc	33,000.00						0.00	33,000.00
Amber Mechanical Heating & Air Conditioning	34,749.00						0.00	34,749.00
<b>07 Electrical</b>								
Krause Electrical Contractors, Inc.	212,800.00	(26,724.00)	15,857.00	4,545.00		2,121.00	(22,179.00)	190,621.00
Associated Electrical Contractors LLC	224,685.00	(31,000.00)	29,905.00	5,800.00		3,800.00	8,505.00	233,190.00
Monarch Electric Construction Co	246,000.00	(30,000.00)	73,000.00	6,800.00		10,000.00	59,800.00	305,800.00
Jamerson & Bauwens	268,520.00	(39,693.00)	86,400.00	2,635.00		3,670.00	53,012.00	321,532.00
<b>Subtotal Recommended Contractor</b>	<b>489,239.00</b>	<b>(26,724.00)</b>	<b>15,857.00</b>	<b>4,545.00</b>	<b>530.00</b>	<b>2,121.00</b>	<b>(21,649.00)</b>	<b>\$ 467,590.00</b>



# Exhibit A

Cook Memorial Public Library District  
 Cook Memorial Library - Children Improvements  
 Budget / Bid Analysis  
 November 19, 2024

Description		Budget	Contractor	Base Bid	Approved Alternates	Adjusted Contract	Pending	Total Commitment
01	General Trades	82,105.04	D Kersey Construction Co	118,940.00		118,940.00		118,940.00
02	Flooring	77,943.00	Diverzify Pro LLC	70,576.00		70,576.00		70,576.00
03	Painting	26,183.00	Ascher Brothers Co Inc	19,190.00		19,190.00	5,000.00	24,190.00
04	Fire Suppression	6,500.00	Independent Fire Sprinkler Inspections	8,200.00		8,200.00	1,000.00	9,200.00
05	Plumbing	11,530.00	DeFranco Plumbing Inc.	35,533.00	530.00	36,063.00		36,063.00
06	HVAC	10,750.00	Jensens Plumbing & Heating, LLC	24,000.00		24,000.00	2,500.00	26,500.00
07	Electrical	132,729.00	Krause Electrical Contractors, Inc.	212,800.00	(22,179.00)	190,621.00		190,621.00
	Millwork - Omitted	13,000.00		0.00		0.00		0.00
<b>Subtotal:</b>		<b>360,740.04</b>		<b>489,239.00</b>	<b>(21,649.00)</b>	<b>467,590.00</b>	<b>8,500.00</b>	<b>476,090.00</b>
	General Conditions	26,677.00		26,677.00		26,677.00	0.00	26,677.00
	Design Contingency	33,369.00		0.00		0.00	0.00	0.00
	Contingency	33,369.00		33,369.00		33,369.00		33,369.00
<b>Subtotal:</b>		<b>93,415.00</b>		<b>60,046.00</b>	<b>0.00</b>	<b>60,046.00</b>	<b>0.00</b>	<b>60,046.00</b>
<b>Subtotal Hard Cost:</b>		<b>454,155.04</b>		<b>549,285.00</b>	<b>(21,649.00)</b>	<b>527,636.00</b>	<b>8,500.00</b>	<b>536,136.00</b>
	Owner Purchase (Builders Risk, Permit, Moving, Signage)	39,700.00	Cook Memorial	37,136.00		37,136.00	0.00	37,136.00
	Owner Purchase /FFE	316,594.00	Cook Memorial	296,127.84		296,127.84		296,127.84
	Architects / Engineers	67,281.00	Product Architects	67,281.00		67,281.00		67,281.00
	Construction Manager	98,946.00	Featherstone	127,453.00		127,453.00	0.00	127,453.00
<b>Subtotal:</b>		<b>522,521.00</b>		<b>527,997.84</b>	<b>0.00</b>	<b>527,997.84</b>	<b>0.00</b>	<b>527,997.84</b>
<b>Total Project Cost</b>		<b>976,676.04</b>		<b>1,077,282.84</b>	<b>(21,649.00)</b>	<b>1,055,633.84</b>	<b>8,500.00</b>	<b>1,064,133.84</b>
<b>Variance</b>								<b>87,457.80</b>

# Exhibit B

product architecture + design

11.25.24

## Memorandum: Recommendation to Award

### Cook Park Library Furniture: Interior Renovation

Board of Trustees  
Cook Memorial Public Library District  
413 N. Milwaukee Avenue  
Libertyville, IL 60048

Trustees:

On November 19 at 1:00 pm, the library accepted and opened bids for 2 separate furniture bid packages for the interior renovation project at the library.

Product Architecture + Design confirmed with the low bidders that they included everything.

#### **Bid Package 1: Open Lines**

We received 3 bids for furniture that is considered to be “open lines”, meaning that these manufacturers will allow any dealer to sell and install their products. The low bidder Thomas Interiors with a total base bid of \$39,525.68. We have reviewed their bid with them and find it to be complete. Bids are listed below for this package.

Interiors for Business	\$39,897.81
Continua Interiors	\$41,539.04
Thomas Interiors	\$39,525.68

#### **Bid Package 2: Shelving, end panels, 3 Branch furniture**

This package was for new shelving and shelving parts, new end panels, and 3 Branch custom items. There was one bid from LFI for of \$220,862.00 .

**KI furniture:** KI sells direct to owners and doesn't require a dealer. They provided a quote of \$16,307.26.

**VS furniture: Continua Interiors** VS furniture can only be sold by one local dealer. They provided a quote of \$16,165.50. This includes some seating, tables, and storage units in the youth area.

**Steelcase furniture: Interiors for Business:** Steelcase furniture can only be sold by a few dealers. Interiors for Business is a preferred dealer for this product. They provided a quote of \$3,267.40 for some chairs in the teen area.

The total project budget is listed below, assuming that the Board approves the dealers recommended by Product.

# Exhibit B

product architecture + design

<b>Total Furniture costs</b>	
LFI: Bid Package 2	\$220,862.00
Thomas Interiors: Bid Package 2	\$39,525.68
STEELCASE (IFB)	\$3,267.40
VS (Continua Interiors)	\$16,165.50
KI	\$16,307.26
<b>TOTAL</b>	<b>\$296,127.84</b>

We look forward to completing this project. Please contact me with any questions-



Tiffany Nash  
Partner, product architecture + design