

**MEETING MINUTES  
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES  
SUPPLEMENTAL MEETING  
April 22, 2003  
Orlando Public Library  
101 East Central Boulevard  
Orlando, Florida 32801  
Cypress Room  
407.835.7323**

**I. Call to Order**

Board Members Present: Thomas Kohler; Gloria Fernandez; Sara Brady  
Board Members Absent: Phyllis Hudson; James Tyson

Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Carla Fountain; Kathryn Robinson; Sally Fry; Craig Wilkins; John Claytor

President Kohler called the meeting to order at 6:00 p.m.

**II. Action Item**

03-086

**Selection of Contractor for the Library Central Project**

Director Hodel briefly discussed the Library Administration's contractor recommendation for the Library Central construction project. The recommended contractor is Skanska U.S.A. Building, Inc. Brief discussion ensued. President Kohler reiterated that six contractor bids were submitted, of those two were non-responsive or non-qualified and the four remaining were qualified. Of the four qualifying submissions, Skanska was the lowest bidder. The Skanska bid also included the alternative of removing the inner entry doors thus expanding the lobby by extending the terrazzo tile to the outer doors. The approved bid was under the budgeted amount.

Trustee Fernandez, seconded by Trustee Brady, moved to award the Library Central construction contract in the amount of \$850,374.00 to Skanska U.S.A. Building, Inc.

Motion carried 3-0.

03-087

Comptroller Tessier introduced an additional walk-on item, which is the recommendation to approve the change order approval limits for the Library Central construction project. The limits mirror those of the OCLS Purchasing Policy previously approved.

<b>Change Order Approval Limits</b>	<b>To Be Approved by:</b>
up to \$30,000	Comptroller
\$30,001 to \$50,000	Director / C.E.O.
\$50,001 and above	Library Board of Trustees

Trustee Brady, seconded by Trustee Fernandez, moved to adopt the change order approval limits for the Library Central construction project.

Motion carried 3-0.

### **III. Adjournment**

President Kohler adjourned the meeting at 6:05 p.m.

**If any person desires to appeal any decision with respect to any matter considered at a Library Board of Trustees meeting, such person will need a record of the proceedings; for this purpose, such person may need to ensure that a verbatim record of the proceedings is made to include the testimony and evidence upon which the appeal is to be based.**

**In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this proceeding due to a disability as defined by ADA may arrange for reasonable accommodations by contacting the Director's Office on the fifth floor of the Main Library in person or by phone at 407.835.7611 at least two days prior to the meeting.**