

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

SPECIAL MEETING

August 2, 1995
2:00 P.M.

AGENDA

1. Call to order
2. Presentation of the furniture bid specifications
3. Discussion and questions and answers
4. Determination of dates for availability of package to bid,
bid submission and award
5. Adjournment

CRETE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

SPECIAL MEETING - AUGUST 2, 1995

PRESENT: Trustees Adams, Engel, Foley, Murray, Shepley, Administrator
Wsol, and LZT/F Representative Maniates.

ABSENT: Trustees Mucha and Schultz


1. The meeting was called to order by V.P. Murray at 2:10 P.M.
in the Library Board Room.
2. Furniture bid specifications: Maniates explained the bidding
process for furnishings and equipment. Public Bid notice must
be published in newspaper, and bond and insurance evidence will
be required. The difference in procedure from the building
bid is that Furnishings Contractors must show a lump sum bid
plus a breakdown per item including specifications, delivery,
installation, insurance, bond, overhead and profit costs.
The board will be able to delete items until the contract is
awarded and can add items until final payment as long as the
items were stated in the bid. Because there is no extra fat
in the budget Maniates recommended that the board seek
alternate bids for the custom designed furniture, the readers
chairs, and the glass cases in the meeting area. These alter-
nates would be on standard furniture designs. Trustees asked
Maniates to be sure to open the bidding to local cabinet makers.
3. The dates for the bidding procedures were determined as follows:
LZT will finalize the specifications by August 15.
Bidding would open August 16, 1995.
Bids would be opened on September 13, 1995
Meeting to award contracts - September 13, 1995, 4:30 P.M.
4. Final selections were made by Trustees for table top laminates,
and shelving panels in the children's section.

Frank Shepley made a motion seconded by Jim Adams to direct
LZT/F to put out the furnishings and equipment package for
bid. All present voted AYE. Absent: Mucha and Schultz.

MOTION CARRIED

Jim Adams moved for adjournment.

Meeting adjourned at 3:40 P.M.



Shirley H. Murray, acting Secretary