

**MINUTES OF THE BOARD OF TRUSTEES OF
THE WESTBANK COMMUNITY LIBRARY DISTRICT MEETING**

October 20, 2022

A regular meeting of the Board of Trustees (“the Trustees”) of the Westbank Community Library District (“the District”) was called to order by David Oertel at 8:32am on Thursday, October 20, 2022, at the Laura Bush Community Library (“the Library”) at 9411 Bee Cave Road, Austin, TX, 78733. Notice of the meeting was posted in accordance with the Texas Open Meetings Act. Trustees present: David Oertel, Nancy Jennings, Sumaya Saati, and Carol Keller. Others present: Assistant Director Autumn Archers, Technology & Facilities Manager Cesar Martinez, Consultant Jeff Musgrove and Administrative Assistant Tess Westmoreland.

Pursuant to Agenda Item 1, “Citizen’s Communication – Citizens are invited to address the Board. Citizen’s Communication is limited to thirty minutes, with each speaker limited to five minutes. Citizens must sign in at the beginning of each meeting and will be heard in the order of arrival,” no citizens were in attendance.

Pursuant to Agenda Item 2, “Discuss, consider and take action regarding the capital project for backyard development, including but not limited to:

- Approval of AIA A133 Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price as drafted by Thompson & Horton, LLP.
- Approval of AIA A210 [201] General Conditions of the Contract as drafted by Thompson & Horton, LLP.
- Acceptance of proposal for air conditioning replacement portion of the project at Laura Bush Community Library, including purchase and installation of equipment (5 condensers, one air handler, 2 coils, all new refrigerant lines, and an ERV) plus all related construction, estimated at \$600K to \$700K.
- Approval of the associated AIA 133 Guaranteed Maximum Price Amendment covering the HVAC portion of the 2023 building project,”

Jeff Musgrove provided a narrative regarding the project. He reviewed AIA A133 and AIA 201 and explained the calculation of construction fee based on the estimate.

1. Nancy moved to approve AIA A133 to be signed by David once Thompson & Horton, LLP sends the final draft. The motion was seconded and unanimously approved.
Attachment:
2. Nancy moved to approve AIA A201 to be signed by David once Thompson & Horton, LLP sends the final draft. The motion was seconded and unanimously approved.
Attachment:

Jeff Musgrove reviewed the proposal from Zapalac Reed for the purchase and installation of HVAC equipment, including associated construction. He noted that we would work with the engineer to get bids for HVAC maintenance at the end of the project.

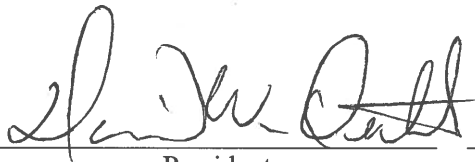
3. Nancy moved to approve the HVAC proposal adding \$725,000 to the construction budget ns for David to sign the associated GMP Amendment once Thompson & Horton, LLP sends the final draft. The motion was seconded and unanimously approved.
Attachments:

Jeff explained the requirement by law for a preliminary wage agreement for local government construction projects.

4. Nancy moved to approve the prevailing wage agreement for the district (until superseded). The motion was seconded and unanimously approved.

Attachments:

Pursuant to Agenda Item 3, "Consider by staff report, without discussion, such other matters as may come before the Board and as may be necessary to carry out the business of the District, to direct the formulation of agenda items for the next meeting, and to set the date of the next meeting," the next Board meeting was set for Thursday, November 17, 2022 at 8:00am. It will be held at the Laura Bush Community Library. David made a motion to adjourn the meeting at 9:14am. The motion was seconded and unanimously approved.



President

Date



Secretary

12/15/2022
Date