

AGENDA FOR REGULAR LIBRARY BOARD OF TRUSTEES MEETING – **June 21, 2021, 7:00PM**
IN MEETING ROOM A OF THE PARSIPPANY LIBRARY

The purpose of this meeting is for the Library Board of Trustees to take formal action on library business. Notice of this meeting has appeared in the January 21, 2021 issue of the *Daily Record*. Notice has been posted on the Parsippany Library main website, parsippanylibrary.org.

I. CALL TO ORDER

II. ROLL CALL

Herb Levine
Hait Leuva
Rosemarie Merola
Fred Preston

Ilana Scherer
Sushmita Sharma
Joseph Weisberg
Mary Kane

Ellen Waldman
Mayor Michael Soriano
Emily Peterson

Barbara Sargent
Melissa Kuzma

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES – May 17, 2021

V. PUBLIC HEARING

VI. REPORTS

A. Standing Committees

1. Finance
2. Buildings and Grounds
3. Personnel
4. Policy

VIII. UNFINISHED BUSINESS

- A. Any Questions Concerning Director's Report

IX. NEW BUSINESS

- A. Approval of Director's Bulletin
- B. Review of Proposals for Fundamental and Enhanced Commissioning Services and Project Management Services for the new Lake Hiawatha Branch Library construction. (To receive a copy of the report, members of the public may contact the Library at administration@parsippanylibrary.org)
- C. Approval to award the contract for Fundamental and Enhanced Commissioning Services for the new Lake Hiawatha Branch Library construction.
- D. Approval to award the contract for Project Management Services for the new Lake Hiawatha Branch Library construction.

X. ADJOURNMENT

- A. Next Meeting: July 26, 2021 at 7:00PM

PARSIPPANY PUBLIC LIBRARY BOARD OF TRUSTEES

RESOLUTION 2021-2

RESOLUTION AWARDING A CONTRACT FOR FUNDAMENTAL AND ENHANCED COMMISSIONING SERVICES FOR THE NEW LAKE HIAWATHA BRANCH LIBRARY CONSTRUCTION

WHEREAS, The Board of Library Trustees (the “Board”) issued an RFP soliciting sealed statements of qualifications and proposals for Fundamental and Enhanced Commissioning Services for the new Lake Hiawatha Branch Library construction, for which submissions were due by no later than 1:00 pm on May 26, 2021; and

WHEREAS, The Board received four (4) proposals in response to this RFP; and

WHEREAS, the Director in cooperation with the Building Committee of the Board reviewed and evaluated all of the proposals received in accordance with the methodology described in the RFP, and the Director prepared a report evaluating all proposals and recommending the award of a contract, in accordance with N.J.S.A. 40A:11-4.5(d); and

WHEREAS, the Director and Building Committee recommended that the Board accept the proposal submitted by _____ of _____ because that bidder possesses all of the qualifications and met all of the criteria set out in the RFP, and was the lowest cost proposal among fully qualified bidders; and

WHEREAS, the Board has had the opportunity to review the Director’s report and recommendation and to have all of its questions answered with regard to the report;

NOW, THEREFORE, BE IT RESOLVED THAT the Parsippany Library Board of Trustees hereby accepts the recommendation of the Director and the Building Committee and awards the contract for Fundamental and Enhanced Commissioning Services for the new Lake Hiawatha Branch Library construction to _____ of _____ in an amount not to exceed _____ Dollars (\$_____); and

BE IT FURTHER RESOLVED THAT the Director, in cooperation with the Library Attorney, is authorized to prepare and negotiate a contract with _____ of _____, which shall be subject to the approval of this Board prior to execution.

Date: June 21, 2021

Ellen Waldman, President, Board of Trustees

I certify that the above is a true copy of Resolution 2021-2 passed by the Parsippany Public Library Board of Trustees at its meeting held on June 21, 2021.

Melissa Kuzma, Library Director

PARSIPPANY PUBLIC LIBRARY BOARD OF TRUSTEES

RESOLUTION 2021-3

**RESOLUTION AWARDING A CONTRACT FOR PROJECT MANAGER FOR THE NEW LAKE
HIAWATHA BRANCH LIBRARY CONSTRUCTION**

WHEREAS, The Board of Library Trustees (the “Board”) issued an RFP soliciting sealed statements of qualifications and proposals for Project Manager for the new Lake Hiawatha Branch Library construction, for which submissions were due by no later than 1:00 pm on May 26, 2021; and

WHEREAS, The Board received nine (9) proposals in response to this RFP; and

WHEREAS, the Director in cooperation with the Building Committee of the Board reviewed and evaluated all of the proposals received in accordance with the methodology described in the RFP, and the Director prepared a report evaluating all proposals and recommending the award of a contract, in accordance with N.J.S.A. 40A:11-4.5(d); and

WHEREAS, the Director and Building Committee recommended that the Board accept the proposal submitted by _____ of _____ because that bidder possesses all of the qualifications and met all of the criteria set out in the RFP, and was the lowest cost proposal among fully qualified bidders; and

WHEREAS, the Board has had the opportunity to review the Director’s report and recommendation and to have all of its questions answered with regard to the report;

NOW, THEREFORE, BE IT RESOLVED THAT the Parsippany Library Board of Trustees hereby accepts the recommendation of the Director and the Building Committee and awards the contract for Project Manager for the new Lake Hiawatha Branch Library construction to _____ of _____ in an amount not to exceed _____ Dollars (\$_____); and

BE IT FURTHER RESOLVED THAT the Director, in cooperation with the Library Attorney, is authorized to prepare and negotiate a contract _____ of _____, which shall be subject to the approval of this Board prior to execution.

Date: June 21, 2021

Ellen Waldman, President, Board of Trustees

I certify that the above is a true copy of Resolution 2021-3 passed by the Parsippany Public Library Board of Trustees at its meeting held on June 21, 2021.

Melissa Kuzma, Library Director