

AGENDA
BELVEDERE TIBURON LIBRARY AGENCY
Special Meeting
Wednesday, September 25, 2019, 6:15pm

Belvedere Tiburon Library
1501 Tiburon Blvd, Tiburon, California

CALL TO ORDER/ROLL CALL

OPEN FORUM

This is an opportunity for any citizen to briefly address the Board of Trustees on any matter that does not appear on this agenda. Upon being recognized by the Chair, please state your name, address, and limit your oral statement to no more than three minutes. Matters that appear to warrant a lengthier presentation or Board consideration may be placed on the agenda for further discussion at a later meeting.

STAFF BOARD AND COMMITTEE REPORTS

1. Chair's Report – William Smith, Agency Chair (2 minutes)
2. Presentation by Glenn Isaacson regarding Contractor Selection for the Library Expansion

TRUSTEE CONSIDERATIONS

The purpose of Trustee Considerations is to list items for discussion and potential action.

3. RESOLUTION NO. 254-2019 AUTHORIZING THE ISSUANCE OF A NOTICE OF AWARD TO ALTEN CONSTRUCTION, INC. FOR THE CONSTRUCTION OF THE BELVEDERE TIBURON LIBRARY EXPANSION PROJECT AND AUTHORIZING THE PROJECT MANAGER TO AWARD AND EXECUTE THE CONSTRUCTION CONTRACT FOR THE PROJECT TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER, ALTEN CONSTRUCTION, INC., IN AN AMOUNT NOT TO EXCEED \$12,633,800

COMMUNICATIONS & ANNOUNCEMENTS

4. Schedule of 2019-2020 meeting dates

NOTICE

AMERICANS WITH DISABILITIES ACT

The following accommodations will be provided, upon request, to persons with a disability: agendas and/or agenda packet materials in alternate formats; special assistance needed to attend or participate in this meeting. Please make your request at the office of the Administrative Assistant or by calling (415) 789-2660. Whenever possible, please make your request three days in advance.

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A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BELVEDERE-TIBURON LIBRARY AGENCY AUTHORIZING THE ISSUANCE OF A NOTICE OF AWARD TO ALTEN CONSTRUCTION, INC. FOR THE CONSTRUCTION OF THE BELVEDERE-TIBURON LIBRARY EXPANSION PROJECT AND AUTHORIZING THE PROJECT MANAGER TO AWARD AND EXECUTE THE CONSTRUCTION CONTRACT FOR THE PROJECT TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER, ALTEN CONSTRUCTION, INC., IN AN AMOUNT NOT TO EXCEED \$12,633,800

WHEREAS, on August 12, 2019, the Belvedere-Tiburon Library Agency (“Agency”), though its contract Project Manager for the Belvedere-Tiburon Library Expansion Project (“the Project”), Glenn Isaacson, issued a notice inviting bids for the Project, generally comprising a series of construction and capital improvements consisting of a one-story expansion of 8,617 square feet to the existing 10,5000 square foot Belvedere-Tiburon Library, including associated site improvements, a public plaza, a public park, trash enclosures and mechanical screening.

WHEREAS, the Notice Inviting Bids indicated Agency’s readiness to accept sealed bids for the construction of the Project from the date of notice until 4:00 PM on Tuesday, September 17th, 2019.

WHEREAS, on September 17th, 2019, in accordance with the Notice Inviting Bids, the Project Manager opened the four sealed bids received, and identified Alten Construction, Inc. as the apparent low bidder, Alten having submitted a bid of \$12,633,800.

WHEREAS, Agency staff and the Project Manager have carefully reviewed and analyzed the Alten Construction, Inc. bid, and have concluded that Alten Construction, Inc. is the lowest monetary bidder, that the bid submitted is responsive to the Notice Inviting Bids, and that Alten Construction, Inc. is a responsible bidder.

WHEREAS, the Board of Trustees wishes to authorize the Project Manager to issue a Notice of Award for the Project to Alten Construction, Inc. in accordance with the requirements and procedures set forth in the August 2019 “Project Manual for the Belvedere-Tiburon Library Expansion Project” (“the Project Manual”).

WHEREAS, Section 5.02 of the Project Manual includes a set of contract documents and forms evidencing proof of insurance requirements for the Project construction.

WHEREAS, the Board wishes to authorize the Project Manager to execute all required contract documentation to effectuate the construction of the Project by Alten Construction.

WHEREAS, the Board of Trustees has considered all information related to this matter, as presented at the public meetings of the Board of Trustees identified herein, including any supporting reports prepared by Agency staff, and any information provided during public meetings.

NOW, THEREFORE, the Board of Trustees of the Belvedere Tiburon Library Agency does hereby resolve as follows:

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1. The Board of Trustees hereby finds that the facts set forth in the recitals to this Resolution are true and correct, and establish the factual basis for the Board's adoption of this Resolution.
2. The Board of Trustees hereby finds that the potential environmental effects of the Project have been adequately analyzed by the Final Environmental Impact Report certified by the Town of Tiburon on October 5th, 2011 in its capacity as Lead Agency for the Project under the California Environmental Quality Act, as further analyzed under that certain "Addendum to the Certified Final Environmental Impact Report for the Belvedere-Tiburon Public Library Expansion Project," adopted in July of 2018.
3. The Board of Trustees hereby authorizes Project Manager to issue a Notice of Award for the Project construction to Alten Construction, Inc. in a form substantially similar to that set forth as Document 00 51 00 in the Project Manual in an amount not to exceed \$12,633,800, and further authorizes the Project Manager to execute all required contract documents upon receipt of the list of all required documentation and proof of insurance identified in Section 5.02 of the Project Manual.

I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the Governing Board of the Belvedere Tiburon Library Agency, Marin County, California, at a Special Meeting thereof, held on the 25th of September, 2019.

AYES: TRUSTEES:

NOES: TRUSTEES:

ABSENT: TRUSTEES:

William Smith, Library Agency Chair

ATTEST:

Kristin Johnson, Clerk of the Agency Board

Belvedere-Tiburon Library Agency Future Meeting Dates

October 21, 2019

November 18, 2019

No meeting in December (16th) unless deemed necessary

January 13, 2020 (SECOND Monday)

February 10, 2020 (SECOND Monday)

March 16, 2020

April 20, 2020

May 18, 2020

June 15, 2020

July 20, 2020

Please note that in January and February, the BTLA meeting is held on the second, rather than third, Monday due to Martin Luther King and President's Day Holidays

All meetings are held at 6:15 pm in the Founders Room at the Library
Unless otherwise noted

