

**NORTHFIELD TOWNSHIP AREA LIBRARY  
SPECIAL BOARD MEETING  
DATE: JANUARY 27, 2015**

- I. **Call to Order and Roll Call** Meeting was called to order at 7:03 P.M. by Jack Hinkley, Vice President.

**Present:** J. Hinkley, M. Minnich, S. Purrington, K. Neigebauer, J. Wafle, Z. Nelson (ex officio).

**Absent:** M. Neblock

**Guests:** None

II. **Agenda:**

- A. Architect Contract

The Architect's Contract was reviewed page by page.

- 1.1.4.3 What happens if not occupied by Spring 2016
- 1.1.6 The Owner reserves the right to require one early bid package for Site Work and Utility Constructions. **What does this mean**
- 1.1.8 wrong phone number (734) 449-0066
- 2.6.1 **Need proof of insurance**
- 3.4.3 shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of the governmental authorities having jurisdiction over the Project **Kate is the one helping not FH**
- 3.5.1 we have never officially approved construction drawings
- 3.6.2.1 How is FH going to keep us reasonably informed about the process and quality of the portion of the work
- 4.1.1-4.1.35 there are repeats
- 4.1.15 Post-occupancy evaluations – please explain
- 4.3.3.1 who is going to be here to review show drawing with us
- 4.3.3.2 who is going to be here to for the weekly site visit
- 4.3.3.3 who does the inspection
- 9.7 more information
- 10.1 needs to be deleted
- 11.5 How is FH going to help with the Bidding Phase?
- 12.2 Why not a 1 year warranty
- Exhibit A – Douglas Rich architects representative
- Exhibit B – who is going to help with the bid evaluations
- 2015 Hourly Billing Rates

**XI. Adjournment:**

J. Hinkley moved to adjourn the meeting at 8:36P.M

Submitted by  
JUDITH WAFLE  
Secretary

A handwritten signature in blue ink, appearing to read "Judith Wafle", is written over the printed name and title.

Correction to the originally issued minutes is indicated as follows:

Wording removed is ~~stricken through~~;

Wording added is underlined.