

Aug. 20 20

**Minutes of the Board of Trustees of the Manhasset Public Library**

*Special meeting held at the Library in the Community Room on Wednesday, August 13, 2020.  
Session called to order at 8:05 pm.*

**Attendance**

Board Members:

- Charles Jettmar, President
- Gloria Su, Vice President
- Donald T. O'Brien, Financial Officer
- Judith Esterquest, Trustee
- William Hannan, Trustee

Maggie Gough, Director

Also present:

- Christopher Prior, Counsel
- Elisabeth Martin, Architect, MDA Designgroup
- Evelyn Richardson, MDA Designgroup, Project Manager

Elisabeth Martin reviewed the price and point differences between the two furniture vendors and the bid clarification responses received during the de-scoping sessions held last week. Additional clarification regarding custom furniture purchases and labor rates were discussed.

Motion made by Charles Jettmar, seconded by Judith Esterquest to accept Whalen Berez Group as Furniture Vendors for the interior renovation project.

Yes: Jettmar, Su, O'Brien, Esterquest, Hannan

No: none

RESOLVED,

WHEREAS, the Board has determined that it is in the best interests of the Library and its residents to purchase furniture fixtures and related services, the cost of which is expected to exceed the competitive bidding threshold for purchases of \$20,000; and

WHEREAS, pursuant to GML §103, the Board has solicited competitive bids in connection with such purchase, and desires to accept the bid of Whalen Berez Group ("Vendor"), the lowest bid received;

NOW, THEREFORE, the Board hereby accepts Vendor's bid and awards the Purchase Contract to it, and authorizes the Library Director to execute and deliver said contract, and take such actions as are reasonably

required in order to cause Vendor to provide said items to the Library as it aligns with the GC.

Elisabeth Martin discussed the methods and results obtained from the GC de-scoping. During the discussions, two bidders confirmed that they had not included the cost of mill work in their estimates. Additionally, another bidder was shown to be lacking in work experience and did not possess the annual volume and backlog requisite for a job of this size. These bidders were to be given the opportunity to voluntarily withdraw for application reasons.

The Board will regroup, at a later date, to determine the GC and the scope of the project.

Respectfully submitted,

Maggie Gough, Director