



AGENDA ITEM #10.1

REPORT TO CITY COUNCIL

Report Prepared by: Nancy Malecha

Date: September 3, 2019

Subject: Pequot Lakes Library Building Improvement Project

Report: The Pequot Lakes Library Board would like to embark on improving the interior of the Library Building as part of their Strategic Plan. Attached is a memo from Nancy Adams, Library Coordinator, outlining the proposed improvement project which consists of new carpet, installation, floor patching, and the painting of interior walls.

The Library Board, at their meeting held on August 22nd, unanimously recommends the City accept the quotes from JAG Interior Solutions for new carpet, installation, and floor patching in the amount of \$17,290.62 and A&B Painting for the painting of interior walls in the amount of \$6,120 to be paid from the Library's fund balance.

Council Action Requested: Council motion accepting the quotes from JAG Interior Solutions in the amount of \$17,290.62 and A&B Painting in the amount of \$6,120 for the Library Building Improvement Project to be paid from the Library's fund balance.

August 19, 2019

To: Pequot Lakes Community Library Board

From: Nancy Adams, Library Coordinator

As part of the Library's 2018/2019 Strategic Plan, I was asked by the Board to research the updating/redecorating of the Library. Below are points of information relevant to the project:

1. Options for carpet cleaning were researched. Because the library has been in the current location for approximately 10 years with both the original paint and carpet (both quite worn), it was concluded that this option was not the best.

2. Met with Mike Renford, Building and Grounds Supervisor, of Pequot Lakes School District to discuss logistics of updating the library. His recommendations:

- a. Carpet tile definitely the way to go
- b. Do Children's room & Meeting Rooms first; then center two rooms
- c. Skids available from school for sliding shelving around - perhaps do one side of each center room first, then move shelving to other side
- d. Do during the winter months and close down while work is being done
- e. Based upon positive experiences and his understanding that we like to "shop local," his recommendations:
 - 1) JAG Interiors (Julie Gowan) of Crosslake for design, ordering, and coordination
 - 2) Chuck Squires of Pequot Lakes for laying carpet

3. City requires two bids for each part of the project. The following were obtained after spec sheets were developed:

For Carpet, Installation, Floor patching, etc.

- a. JAG Interior Solutions (Crosslake) - \$17,290.62
- b. Becker Crosslake Flooring (Crosslake) - \$19,470.00

For Painting:

- a. A & B Painting (Pequot Lakes) - \$6,120
- b. Gary's Painting (Brainerd) - \$8,325

4. Prep work (moving of books, possible shelving, anything possible to empty the rooms) will take place:

- a. Meeting Room & Children's Room – mid-December with painting to take place before Christmas; Carpet installed between Christmas & New Years.

- b. Middle two rooms - Return to normal of two completed rooms immediately after carpet installed. Clearing of middle rooms immediately following that step. Painting to be early January with carpet installation immediately following painting.

- c. The Library will be closed from December 15 to approximately February 1. These are recommended dates due to lower volume of patron usage of the library and lower volume of work for the workers involved.

5. The Library Board should make a decision on providers. The results must go to the City Council for approval.

6. The funding for this project will be from the library's fund balance. It will update and improve a city-owned building.

Thank you.

JAG Interior Solutions, LLC

35762 Co. Road 3
 Crosslake, MN 56442 US
 (218) 692-4521
 jgowen19@hotmail.com
 www.jaginteriorsolutions.net

Estimate

ADDRESS

Pequot Lakes Public Library
 31117 Rasmussen Road
 Pequot Lakes, MN 56472

ESTIMATE # 1698**DATE 07/24/2019****2019**

Public Library

SALES REP

Julie

ACTIVITY	QTY	RATE	AMOUNT
WALL COLOR~Sherwin Williams SW6239 Upward			
NEW CARPET			
Carpet Modular Tiles~Observatory~ 13.1" x 39.4"	528.71	15.99	8,454.07
Carpet Adhesive 4 Gallon Buckets	7	159.99	1,119.93
Floor Patch	3	29.99	89.97
Rental Carpet Puller~Subject to change based on how the project goes. This is just a guess. 4 days	1	300.00	300.00
Rental Floor Buffer & Head & Pads~Subject to change based on how the project goes. This is just a guess. 4 days	1	400.00	400.00
Installation Labor: Carpet Tile Install~2 Men	1	3,436.65	3,436.65
Installation Labor: Removal Carpet~2 Men	1	1,600.00	1,600.00
Installation Labor: Floor Patching 2 Men	1	750.00	750.00
Installation Labor: REmoval & Replace ALL Wood Base	1	1,140.00	1,140.00

CUSTOMERS TO REMOVE ALL FURNITURE

CUSTOMERS TO PAINT

PLEASE NOTE: ALL THE NUMBERS ABOVE ARE BASED ON WHAT WE COULD ACTUALLY SEE. ONCE THE CARPET COMES UP, WE WILL KNOW IF WE HAVE ENOUGH FLOOR PREP NEEDED TO GET EVERYTHING CLEAN FOR NEW CARPET.

MATERIALS MUST BE ORDERED IN OCTOBER IN ORDER CONFIRMATION IN DECEMBER.

PROJECTED INSTALL DATE IS LAST 2 WEEKS OF DECEMBER & FIRST 2 WEEKS IN JANUARY.

Quote Valid for 30 days & SUBJECT TO CHANGE, based on
PHYSICAL MEASURE.
NO RETURNS!
REQUIRE 75% DEPOSIT TO PLACE ORDERS.
FULL BALANCE DUE when product is Pickup or Installed,
Thank You!

TOTAL

\$17,290.62

Accepted By

Accepted Date

Becker Crosslake Flooring,

33757 County Road 3
Crosslake, MN 56442

Estimate

Date	Estimate #
8/13/2019	1606

Phone # 218-692-4157

Fax # 218-692-4757

Name / Address
Pequot Lakes Community Library

Job Location
31117 Rasmussen Rd. Library 218-568-6181 Contact Nancy Adams

Item	Description	Qty	Cost	Total
	Following is the proposal for the Library. Please review and contact if you have any questions. Thank you. Nancy			
Carpet	1. Carpet Modular Tiles (Krause or equivalent. Price is subject to any future increases or decreases (542 s/y)	542	21.00	11,382.00
Misc Services	2. Carpet adhesive 4 gallon buckets (6)	6	125.00	750.00
Misc Services	3. Floor patch is unknown until take up is done (\$4.00 per pound if needed)		0.00	0.00
Misc Services	4. Rental carpet puller. not needed. (Man power will be used)		0.00	0.00
Misc Services	5. Rental of floor buffer, head & pads not needed. Scrape, sweep & vacuum will be done		512.00	512.00
Misc Services	6. Installation labor - Carpet tile install (542 s/y)	542	5.00	2,710.00
Misc Services	7. Installation labor - Remove & dispose of existing carpet. (542 s/y)	542	4.00	2,168.00
Misc Services	8. Installation labor - Floor patching @ \$40.00 per hour. Unknown until take up is done		0.00	0.00
Misc Services	9. Installation labor - Replace all wood baseboards. Baseboards to be removed by others. (474 L.F)	474	2.00	948.00
Misc Services	9.5 Freight on materials.		700.00	700.00
Misc Services	Becker's to move tall shelves during installation as needed.		300.00	300.00
	Customer to remove all furniture except tall shelves Customer to paint.			
Total				\$19,470.00

From: Jim Byrne [mailto:nicknate0803@comcast.net]
 Subject: Estimate For painting of the Pequot's Lakes Library
 Date: July 29, 2019 at 11:24 AM
 To: nancy.nancy@adamantam.com
 Cc: jim.byrne@nicknate0803.com



Good morning, Attached to this email, is the proposal for the interior painting of the library, if there are any questions, feel free to reach out to me, as I mentioned to you at our walk thru, I'm working on getting the paint materials donated for the painting portion from either Sherwin Williams, or from Hirshfields, they all can match the color and the quality will be the same, I will keep you posted on that. Have a terrific day. Jim, with A and B Painting Inc.

Sent from [Mail](#) for Windows 10

AB
 PAINTING
 A&B Painting Inc
 3527 Pilgrim Lane
 Plymouth, MN 55441
 (612) 741-8184 - (762) 715-1775

Estimate

EN 3809 1234
 7/27/2019

Nancy Adams
 Pequot Lakes Library
 31117 Rasmussen Road
 Pequot Lakes, Mn 56472
 218-568-6181

Jim Byrne
 A and B Painting Inc
 4905 Olson Rd
 Pequot Lakes, Mn 56472
 218-568-5166

Estimate Description

Estimate is for the following work to be done on the interior of walls for the library. Approximate start date for the work is 2nd week in Dec. of year 2019.

All walls to be painted two coats to give maximum coverage per manufactures recommendation. We will provide and furnish all materials to paint 4 bathrooms, 1 storage room, both office areas and all main library walls in the space. Director's want to

do this in steps so the volunteers are able to move the shelves and books around to accommodate the working area's per schedule.

Paint estimate is for prepping walls to be painted, small nail holes and nail gaps will be filled prior to paint, all walls will be sanded prior to paint, there will be two coats of product applied to all wall surfaces to be painted. \$0.00

Paint price for labor only \$4,750.00

Paint will be approx. \$600.00. I'm going to try and get this donated from Sherwin Williams or from Hirshfield's.

Separate price to remove and label all base prior to work, so they can remove carpet that is tucked under base and sand and refinish prior to install, to remove all base only. \$1,360.00

To refinish the base add another \$880.00 to the cost, this includes the waterbase finish for the base. This price does not include any installation of the base after carpet is installed.

	\$6,120.00
	\$6,120.00

15915 Inglewood Drive
Brainerd, MN 56401
Phone: 218-829-8776
Fax: 218-829-6290
garvspaintinginc@gmail.com



Interior/Exterior
Residential/Commercial
Wood Finishing
Retail Sales

PROPOSAL

NAME: Pequot Library
EMAIL: Nancy@adamsfamily.us
ATTN: Nancy Adams
ADDRESS: 3117 Rasmussen
Pequot Lakes, MN 56472

DATE: 7/29/19
PHONE: 568-6181
ESTIMATOR: Andy

Project:

- A. All removal of the wood base in the 4 main rooms and any subsequent wall repair will be done by the hour at the rate of **\$55 per hour per man**

- B. Wall painting-
 - The estimate includes minor wall repair as needed
 - All of the walls in these rooms will be repainted
 - 4 bathrooms
 - The "sorting room" and " the kitchen"
 - 2 main offices
 - The children's room
 - The meeting room
 - The 2 main central rooms

 - The work will be done during December and January in 2 phases

 - Total cost-**\$8,325**

PRE-LIEN NOTICE: OWNER UNDERSTANDS THAT CONTRACTOR IS REQUIRED BY LAW TO PROVIDE OWNER WITH THIS NOTICE.

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B) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIAL FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENTS, UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GIVE YOU TIMELY NOTICE

If the above prices, specifications and conditions are satisfactory and are hereby accepted, please sign and return one copy.

OWNER: _____ SIGNATURE: _____

DATE OF ACCEPTANCE: _____