

MINUTES/BUILDING & GROUNDS COMMITTEE MEETING

February 7, 2013

6:00 p.m. Board Room

1. Chairperson Shaw called the meeting to order at 6:01PM

Trustees in attendance: President and Committee Chair John Shaw, Vice President Chris Stachowiak

Staff members in attendance: Executive Director Matt Womack and Maintenance Dept Head Daryl Behling.

2. No Adjustments to the agenda were made.

3. Discussion of emergency Elevator repair (Action)

Womack and Behling described the problem with the elevator, which was taken out of service by the state inspectors on January 29th. The main cylinder is leaking, and needs to be replaced.

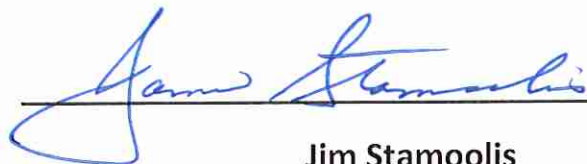
We received repair quotes from 3 companies. Based on our service experience with Suburban Elevator, staff recommended we choose their bid. The bids were all pretty close in price, with some bids including cleanup work, and others omitting it. With those items included for everyone, the bids were virtually identical. Staff felt that Suburban Elevator would extend the warranty for the work if we maintained the service contract with them.

Shaw moved and Stachowiak seconded a motion "To accept the \$26,500 bid for Suburban Elevator to repair the elevator's main cylinder."

4. Nothing else was presented or discussed.

5. There was no public comment.

6. The meeting adjourned at 6:45 p.m. by unanimous consent.



Jim Stamoolis

Chairperson, Building and Ground Committee