

**QUEENS LIBRARY  
BUILDINGS AND GROUNDS COMMITTEE  
TUESDAY, NOVEMBER 20, 2018**

Central Library  
89-11 Merrick Blvd., Jamaica, NY 11432

**AGENDA**

**6:00 PM BUILDINGS AND GROUNDS COMMITTEE REGULAR MEETING**

**I. CALL TO ORDER**

**II. AGENDA**

**Report(s)**

1. Purchases Over \$5K Report - September 2018 (ID # 1869)
2. Purchases Over \$5K Report October 2018 (ID # 1886)

**III. ADJOURNMENT**

1. Motion to Adjourn (ID # 1870)

## Queens Library Board/Committee Item

*BOARD/COMMITTEE:* Buildings and Grounds Committee

*DATE OF MEETING:* November 20, 2018

*ITEM ID #:* 1869

*AGENDA:* Purchases Over \$5K Report - September 2018

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### Current Status:

The Library's Purchasing Policy, approved by the Board of Trustees in September 2011, provides that a monthly informational report itemizing all maintenance, repair, and construction projects approved by the Library's President & CEO in excess of \$5,000 be submitted to the Buildings and Grounds Committee. Accordingly, those maintenance, repair or renovation purchases awarded between September 1, 2018 and September 30, 2018 in excess of \$5,000 are provided below for informational purposes. Approved procurement procedures were executed in accordance with the Purchasing Policy, including all items purchased by utilizing Board of Trustees approved Requirements Contracts, Government Requirements Contracts, competitive quotations or in response to emergency conditions as a matter of health and safety.

Flushing	Vertiv Services, Inc. was issued a purchase order, under its requirements contract, to perform quarterly and annual maintenance services to the Library's power supply system.
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\$12,039

Howard Beach	Kelair Inc. provided all labor and materials under emergency contracts for a new heating coil for the heating system and an auxiliary pan for the air-conditioning unit to collect condensation.
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\$15,410

## Queens Library Board/Committee Item

**BOARD/COMMITTEE:** Buildings and Grounds Committee

**DATE OF MEETING:** November 20, 2018

**ITEM ID #:** 1886

**AGENDA:** Purchases Over \$5K Report October 2018

### Current Status:

The Library's Purchasing Policy, approved by the Board of Trustees in September 2011, provides that a monthly informational report itemizing all maintenance, repair, and construction projects approved by the Library's President & CEO in excess of \$5,000 be submitted to the Buildings and Grounds Committee. Accordingly, those maintenance, repair or renovation purchases awarded between October 1, 2018 and October 31, 2018 in excess of \$5,000 are provided below for informational purposes. Approved procurement procedures were executed in accordance with the Purchasing Policy, including all items purchased by utilizing Board of Trustees approved Requirements Contracts, Government Requirements Contracts, competitive quotations or in response to emergency conditions as a matter of health and safety.

Douglaston Kelair Inc. provided all labor and materials under a contract to install a new eight-ton horizontal air conditioning unit.

\$32,608

Flushing Varsity Plumbing and Heating, Inc. was issued a Statement of Work ("SOW") under its requirements contract for plumbing services to install two rebuilt sewage ejector pumps and all related fittings.

\$19,567.39

Central Seaford Avenue Corp. was issued four change orders to its sewage ejector construction contract as follows:

Original contract amount:	\$134,500	
Amount of prior change orders:	\$133,367	<b>Description:</b>
<b>Change order 7</b>	\$2,675	Service call- rag stuck in a pump.
<b>Change order 8</b>	\$3,649.81	Relocation of a high water alarm from the boiler room to a hallway near

		maintenance personnel.
<b>Change order 9</b>	\$7,726.53	Purchase of a third sewage ejector pump as a back-up pump for the C level.
<b>Revised contract amount:</b>	<b>\$281,918</b>	

## Queens Library Board/Committee Item

*BOARD/COMMITTEE:* Buildings and Grounds Committee

*DATE OF MEETING:* November 20, 2018

*ITEM ID #:* 1870

*AGENDA:* Motion to Adjourn

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**Recommended Motion for Consideration:**

*I move that the meeting be adjourned.*