

**BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes of the Special Board Meeting
April 11, 2007**

The Boise Public Library Board of Trustees met for a special meeting at 4:00 p.m. on Wednesday, April 11, 2007, in the Marion Bingham Conference Room of the Library.

BOARD MEMBERS PRESENT:

Mr. Jim Thompson, President; Mr. A. J. Balukoff, Trustee; and Marc Johnson, Trustee.

OTHERS PRESENT:

Kevin Booe, Library Director; Jim Wickham, Boise City Legal Department; Denise McNeley, Administrative Assistant; Rob Bousfield, Boise City Public Works Engineer; Susannah Price, Youth Services Division Manager; and Linda Ugrin, Administration Senior Secretary.

CALL TO ORDER:

Mr. Thompson called the meeting to order at 4:00 p.m.

Mr. Wickham advised Mr. Thompson that a roll call be conducted: Mr. Balukoff, present; Ms. Brennan, absent; Mr. Johnson, present; and Mr. Thompson, present.

I. WEST BOISE LIBRARY BRANCH (COLE AND USTICK) – RECOMMENDATION FROM SELECTION TEAM/SELECTION OF ARCHITECTURAL FIRM

Mr. Balukoff reviewed the process of the selection of an architect firm for the design of the West Branch library to be located at the Cole and Ustick site. The Request for Proposal (RFP) closed March 21, 2007. Eight firms responded to the RFP. The selection committee, consisting of Marc Johnson, A. J. Balukoff, Kevin Booe, Denise McNeley, Jade Riley, Rob Bousfield and purchasing advisor Shaun Jorgenson, selected three firms to be interviewed on April 11. Mr. Balukoff reported that after discussion the selection team recommended architect firm Fletcher Farr Ayotte, Inc. from Portland, Oregon. The firm's resume includes 30 completed library projects comparable to the size of Boise Public, and larger, throughout the Northwest.

Mr. Johnson added that the decision to select Fletcher Farr Ayotte, Inc. came down to experience, quality of approach, representatives viewing the site, and engaging in conversation on the unique challenges of the Cole and Ustick site.

Mr. Balukoff moved and Mr. Johnson seconded to authorize the Library Director to proceed with reference/background checks, and pending favorable outcome, proceed with contract negotiations with Fletcher Farr Ayotte, Inc. All in favor, none opposed.

Mr. Bousfield informed the Board members that a \$500,000 contract will be negotiated for 18 months of total service (9-10 months for the design phase and 9-10 months for construction).

Mr. Johnson noted that it is anticipated that a contract will be presented at the May 2 Library Board meeting asking the Board members' approval of the contract and forward to Boise City Council for the final award.

ADJOURNMENT:

Mr. Balukoff moved and Mr. Johnson seconded to adjourn the meeting. All in favor, none opposed. There being no further business, Mr. Thompson adjourned the meeting at 4:07 p.m.

APPROVED:

Kevin Wayne Booe
Library Director

Jim Thompson
President, Board of Trustees