West Lafayette Public Library Board of Trustees
Meeting Minutes
Wednesday, August 10, 2022

1. Quorum:
   The meeting was called to order at 6:37 pm
   In attendance in person (unless otherwise noted)

   Anastasia Krutulis, President
   Patricia Garrott, Vice President
   Martha Altschaeffl, Secretary
   Mark Pugh, Treasurer
   Shelley Lowenberg De-Boer, Member
   Jim Knapp, Member
   John Meyers, Member

   Others in attendance:
   Nick Schenkel, West Lafayette Public Library
   Scott Tracey, West Lafayette Public Library
   Jean Sullivan, Library Foundation and Friends of the Library
   Eric Lin, West Lafayette Public Library Foundation (Attending remotely)
   Rachel Shettle, krM Architecture (Attending remotely)

2. Consent Agenda President's Report, Librarian's Report:
   Approved with a motion by Pat Garrott and seconded by Jim Knapp

3. Minutes:
   Approved with a motion by Martha Altschaeffl and seconded by John Meyers

4. Treasurer's Report and Claims (see attached documents):
   Nick Schenkel noted electricity usage has significantly dropped due to shutting off the HVAC system between the hours of 8:00 pm and 8:00 am

   The claims were accepted with a motion by Mark Pugh and seconded by John Meyers

5. Old Business:
    a. Report from krM Architects:
    krM has taken photos of the renovations we can share with the public. The Library, krM, Wilhelm Construction and Veridus Group will be meeting soon to discuss steps needed to close-out of the construction project.

    b. Additional construction-related work that needs approval:
    N/A

    c. Declaration of surplus items:
    N/A

    d. Grand Opening scheduled for August 27:
    Eric Lin noted the Grand Opening booklet is in process. The Foundation will be asking the West Lafayette Board of Works to close Chauncey and Columbia Streets, in front of the Library for the event. West Lafayette High School Marching Band and Gibson's Shaved Ice are scheduled to participate.

    e. Budget Planning for 2023 (see attached document):
    Nick Schenkel noted the public hearing for the Library's budget will be at the September Board meeting and the Budget is scheduled for approval at the October board meeting as it is due to the Indiana Department of Local Government Finance for their review and approval on November 1. Also, in response to a question from Anastasia Krutulis, Nick Schenkel pointed out, should the bond fund go over its maximum excess of 15%, those additional dollars would apply to the following year's bond fund. Discussion was also had regarding the format of future budget sheet projections.

6. New Business:
    a. Building use by the community report (see attached Librarian's Report):

    b. Review of Rules of the Library:

The Board discussed the current Library rules statement. Further discussion will be had at the September meeting.

7. Topics for future action and discussion:
    a. Anastasia Krutulis requested the Board review the Meeting Room use policy and procedures at the September meeting.

8. Comments from the public:
   N/A

9. The meeting was adjourned at 7:45 pm with a motion by Jim Knapp and seconded by Mark Pugh

Martha Altschaeffl

West Lafayette Public Library Board of Trustees
Meeting Agenda for Wednesday, September 14, 2022
Staff Meeting Room 225
Video conference link: meet.google.com/cpc-ejxk-yyc
Phone: +1 401-753-3745 PIN: 661 554 100#

1. Quorum
2. Consent Agenda: President's Report, Librarian's Report
3. Board Minutes
4. Treasurer's Report and Claims
5. Old Business
    a. Report from The Veridus Group, krM Architects, and Wilhelm Construction
        i. Review and request for approval of Substantial Completion statement
        ii. Additional construction-related work that needs approval
        iii. Declaration of surplus items
    b. Budget hearing for 2023 budgets
6. New Business
    a. Building use by the community report
    b. Review of Rules of the Library
7. Topics for future action and discussion
8. Comments from the public
9. Executive Session
10. Adjourn

Next Library Board meetings: Wednesday 9/28/2022, and 10/12/2022 - 6:30 pm

THE LIBRARY
WEST LAFAYETTE

Librarian's Report for September 14 2022

1. The **Library's Grand ReOpening on Saturday, August 27** was a huge success!

   Thanks to the planning committee's and the Library staff's work we greeted hundreds and hundreds of people both on Chauncey Plaza and in the Library building. Speeches by the Mayor, Board Vice President Garrott and Library Director Schenkel were ably introduced by Library Foundation Board President Eric Lin.

2. **The Library is now a "Class A" Library as announced by the Indiana State Library.** This is based on the 2020 census.

3. **The Book Cellar is open!** We continue to tweak the open hours based upon initial patron response and volunteer availability; beginning in October the open hours will be Monday and Wednesday mornings 10 am to 12 noon, Tuesday and Thursday afternoons from 3 to 6 pm and special once-a-month Saturday hours as well.

4. **The Children's and the Teens Departments are both** now in school year mode.

5. **Many adult programs will be offered this Fall.**

   - The Big Read launched its 2022 kickoff at the Library last Thursday afternoon with a presentation on this year's book, MEXICAN GOTHIC by Dr. Jessica Mercado Department of English, Purdue University
   - Twice a month film showings cosponsored by WALLA and the Library as well as the new "book into film" discussions continue.
   - GLOBAL FEST's music, food and cultural booths will envelope the Library's neighborhood and building next Saturday
   - A book talk on Thursday October 6 will feature former Library Board President Jill May and her husband Professor Bob May discussing their latest book "Floyd Fithian: Spearheading Environmental Change"
   - And in the Creative Lab we are offering daytime and afternoon and evening adult and teen programs with both library staff and community leaders (Tippecanoe Extension Office, Indiana Arts Commission among them).

6. **Two local history programs**, funded by grant proceeds from The Cornelius O'Brien Lecture Series (National Council on Public History at Indiana University) and Indiana Landmarks have been confirmed for October!

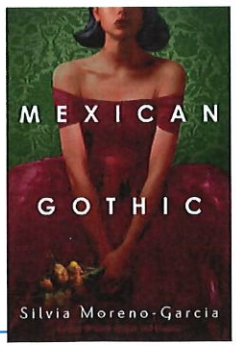
   We'll have more information about these next months; my thanks to the Library's Local History Librarian, Devon Roddel for securing the grants.

7. **Construction updates: The in-house punch list** developed by Nick, Scott Tracey and Scott Senefeld continues to be addressed and added to as needs arise.

8. **Our door counts show the** Library's growing number of visitors: we had a total of
   - **10,773 visitors in August** (not counting Grand ReOpening).
   - We had 8,072 visitors in July,
   - and 8,540 visitors in June.

9. You can listen to Nick's book reviews by clicking on WBAA's Nick Schenkel book review page. **Recent reviews include:**

- "All I Should Not Tell" a novel by Purdue Professor Brian Leung
- "Architects of an American Landscape" Henry Hobson Richardson and Frederick Law Olmstead
- "Because Our Fathers Lied" by Craig McNamara (son of Robert McNamara)
- "A Brief History of Motion" by Tom Standage
- "Rise: A Pop History of Asian America from the Nineties to Now"



Please check out the Library's FACEBOOK PAGE

Financial Report
West Lafayette Public Library

Report Dates = 1/1/2022 *to* 8/31/2022

Fund		Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. General							
100	Operating	$512,353.69	$906,298.15	$906,298.15	$578,476.93	$578,476.93	$184,532.47
105	LIRF	$4,736.71	$0.00	$0.00	$0.00	$0.00	$4,736.71
130	Petty Cash	$75.00	$0.00	$0.00	$0.00	$0.00	$75.00
190	Transfer Fund	$0.00	$1,824,826.79	$1,824,826.79	$1,824,826.79	$1,824,826.79	$0.00
803	Federal Tax	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
804	FICA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
805	Medicare	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
806	State Taxes	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
807	County Taxes	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
808	PERF	$0.00	$8,886.58	$8,886.58	$8,886.58	$8,886.58	$0.00
809	FSA Health	($232.79)	$1,066.36	$1,066.36	$461.56	$461.56	($837.59)
810	United Healthcare	$0.00	$5,993.71	$5,993.71	$5,993.71	$5,993.71	$0.00
	Subtotal	*$516,932.61*	*$2,747,071.59*	*$2,747,071.59*	*$2,418,645.57*	*$2,418,645.57*	$188,506.59
2. Special Revenue							
200	Gift & Memorial Fund	$92,530.92	$33,187.73	$33,187.73	$9,015.71	$9,015.71	$68,358.90
202	Rainy Day	$211,737.83	$0.00	$0.00	$12,582.00	$12,582.00	$224,319.83
203	Levy Excess	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
204	Community Foundation	$28,025.64	$0.00	$0.00	($3,662.71)	($3,662.71)	$24,362.93
205	Anna Akley Gift Fund	$99,480.15	$0.00	$0.00	$0.00	$0.00	$99,480.15
	Subtotal	*$431,774.54*	*$33,187.73*	*$33,187.73*	*$17,935.00*	*$17,935.00*	$416,521.81
3. Debt Service							
302	BONY Operatiing and Reserve AKA Debt Service Fund	$111,778.30	$0.00	$0.00	$1,155.51	$1,155.51	$112,933.81
303	Debt Service Fund (formerly Bond Fund)	$574,490.15	$887,381.26	$887,381.26	$504,143.59	$504,143.59	$191,252.48
305	2020 Audit Overage Amount Account	$79,910.00	$0.00	$0.00	$0.00	$0.00	$79,910.00
	Subtotal	*$766,178.45*	*$887,381.26*	*$887,381.26*	*$505,299.10*	*$505,299.10*	$384,096.29
4. Capital Projects							
401	2019 Construction Fund	$1,439,374.28	$601,758.20	$601,758.20	$8,049.18	$8,049.18	$845,665.26
402	2020 Construction Fund	$2,717,036.51	$2,298,929.43	$2,298,929.43	$0.00	$0.00	$418,107.08
403	BONY Sinking Fund	$63.00	$0.00	$0.00	$0.00	$0.00	$63.00
404	BONY 2020 Bond Issue Expense Fund	$160,000.00	$0.00	$0.00	$0.00	$0.00	$160,000.00
422	State Technology Grant Fund	$2,295.00	$0.00	$0.00	$0.00	$0.00	$2,295.00
	Subtotal	*$4,318,768.79*	*$2,900,687.63*	*$2,900,687.63*	*$8,049.18*	*$8,049.18*	$1,426,130.34
5. Clearing							
800	PLAC	$867.19	$0.00	$0.00	$0.00	$0.00	$867.19
	Subtotal	*$867.19*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	$867.19
Grand Total		$6,034,521.58	$6,568,328.21	$6,568,328.21	$2,949,928.85	$2,949,928.85	$2,416,122.22

Total all banks = $2,416,122.22

Approved by the State Board Of Accounts for West Lafayette Public Library on 1/1/1998.

Register Of Claims

West Lafayette Public Library

Report Date: From 8/11/2022 **To** 9/13/2022

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	511	Payroll	Operating	Library Director	$3,488.27	8/24/2022	for payroll of 8/8/22-8/21/22
			Operating	Full-time Employees	$15,102.88		
			Operating	Part-time Employees	$10,578.25		
			Operating	Employer's Share-FICA & Medica	$2,206.84		
			Operating	Unemployment Compensation	$47.91		
				Total this claim =	$31,424.15		
0	508	Automated Payroll Service	Operating	Other Professional Services/Bank	$259.80	8/12/2022	for payroll of 7/25/22-8/7/22
				Total this claim =	$259.80		
0	563	Merchant Services	Operating	Other Professional Services/Bank	$127.87	9/1/2022	credit card fees 8/1/22-78/31/22
				Total this claim =	$127.87		
0	512	Public Employees Retirement Fun	Operating	Employers Contribution-PERF	$2,082.21	8/26/2022	for payroll of 8/8/22-8/21/22
			PERF	Salary and Wages	$557.72		
				Total this claim =	$2,639.93		
0	510	Public Employees Retirement Fun	Operating	Employers Contribution-PERF	$2,082.21	8/12/2022	for payroll of 7/25/22-8/7/22
			PERF	Salary and Wages	$557.72		
				Total this claim =	$2,639.93		
0	531	Payroll	Operating	Library Director	$3,488.27	9/7/2022	for payroll of 8/22/22-9/4/22
			Operating	Full-time Employees	$15,137.88		
			Operating	Part-time Employees	$11,053.71		
			Operating	Employer's Share-FICA & Medica	$2,245.91		
			Operating	Unemployment Compensation	$49.23		
				Total this claim =	$31,975.00		
0	532	Public Employees Retirement Fun	Operating	Employers Contribution-PERF	$2,086.13	9/9/2022	for payroll of 8/22/22-9/4/22
			PERF	Salary and Wages	$558.77		
				Total this claim =	$2,644.90		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	533	Automated Payroll Service	Operating	Other Professional Services/Bank	$244.20	9/9/2022	for payroll of 8/22/22-9/4/22
				Total this claim =	$244.20		
0	534	Chase Bank	Operating	Other Professional Services/Bank	$33.23	8/15/2022	Account Analysis Settlement Charge
				Total this claim =	$33.23		
0	542	Fullstream	Operating	Other Professional Services/Bank	$44.92	8/15/2022	Charges for credit card use in garage
				Total this claim =	$44.92		
0	543	Vision Service Plan	Operating	Employer's Contribution-Gp. Insur	$146.47	8/22/2022	Automatic voucher
				Total this claim =	$146.47		
0	544	Principal Financial Group	Operating	Employer's Contribution Short-ter	$230.91	8/29/2022	Short-term disability for full-time employees
				Total this claim =	$230.91		
0	513	Automated Payroll Service	Operating	Other Professional Services/Bank	$99.35	8/26/2022	for payroll of 8/8/22-8/21/22
				Total this claim =	$99.35		
9692	514	Amazon Capital Services Inc	Operating	Postage	$5.99	8/25/2022	Balance owed
			Operating	Office Supplies	$101.91		
			Operating	Office Supplies	$234.34		
			Gift & Memorial Fund	Office Supplies	$58.48		
			Gift & Memorial Fund	Craft supplies purchased by staff	$86.46		
			Gift & Memorial Fund	Craft supplies purchased by staff	$36.47		
			Gift & Memorial Fund	Craft supplies purchased by staff	$114.85		
				Total this claim =	$638.50		
9693	515	BookPage	Operating	Periodicals and Newspapers	$43.00	8/25/2022	Increase in number of monthly publications for remainder of subscription (2 months)
				Total this claim =	$43.00		
9694	516	CenterPoint Energy	Operating	Gas service	$53.86	8/25/2022	Gas service for 7/7/22-8/4/22
				Total this claim =	$53.86		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
9695	517	Chase Cardmember Service	Gift & Memorial Fund	Equipment	$6,739.15	8/25/2022	charges for 7/17/22-8/16/22
			Operating	Databases	$47.08		
			Operating	Cleaning & Sanitation Supplies	$35.63		
			Operating	Periodicals and Newspapers	$160.00		
			Operating	Telephone and Internet	$33.10		
			Gift & Memorial Fund	Office Supplies	$60.98		
			Operating	Professional Meetings	$26.00		
			Operating	Postage	$17.99		
			Operating	DVD	$149.00		
			Operating	Office Supplies	$11.60		
			Gift & Memorial Fund	Office Supplies	$235.93		
			Gift & Memorial Fund	Craft supplies purchased by staff	$35.62		
			Gift & Memorial Fund	Craft supplies purchased by staff	$158.23		
			Gift & Memorial Fund	Craft supplies purchased by staff	$63.59		
			Gift & Memorial Fund	Craft supplies purchased by staff	$100.00		
				Total this claim =	$7,873.90		
9696	518	Duke Energy	Operating	Electricity	$51.48	8/25/2022	for 7/6/22-8/3/22 Outdoor Lighting only
				Total this claim =	$51.48		
9697	519	GLGraphix	Operating	Office Supplies	$75.00	8/25/2022	Updated hours decals
				Total this claim =	$75.00		
9698	520	Metronet	Operating	Telephone and Internet	$595.15	8/25/2022	for 8/8/22-9/7/22
				Total this claim =	$595.15		
9699	521	OfficeWorks	2019 Construction Fund	Equipment	$34,565.47	8/25/2022	Office furniture
				Total this claim =	$34,565.47		
9700	522	OverDrive	Operating	eBooks	$3,000.00	8/25/2022	Maintenance fee and Future content Purchases for 3/2022-2/2023
				Total this claim =	$3,000.00		
9701	523	Ruth Cushman	Gift & Memorial Fund	Office Supplies	$136.70	8/25/2022	Supplies for Book Cellar
				Total this claim =	$136.70		

Kettelhut
CONSTRUCTION, INC.

Re: FA Wilhelm Construction
West Lafayette Public Library
BP #12 Site Finishing
Kettelhut Project No. 6759

Field Order 6759

A Kettelhut Construction Inc. - Labor

Description	Quantity		Unit Labor	Unit Material	Total Labor Cost	Total Material Cost
Carpenter and Laborer: unload, break down, assemble, layout, install, cleanup	16.00	HR	$ 118.21	$ -	$ 1,891.00	$ -
Yard Forman: load, haul & unload packaging (w/ fuel)	2.50	HR	$ 57.41	$ 4.00	$ 144.00	$ 10.00
Anchors, small tools, safety and misc. materials	1	LS	$ -	$ 150.00	$ -	$ 150.00
Supervision and P.M. time: no charge			$ -		$ -	$ -
			$ -		$ -	$ -
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					$ 2,035.00	$ 160.00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
9702	524	Veridus Group Inc	2019 Construction Fund	Other Professional Services/Bank	$5,950.00	8/25/2022	Design Development and Construction Documents
				Total this claim =	$5,950.00		
9703	525	Verizon Wireless	Operating	Telephone and Internet	$40.01	8/25/2022	for 7/2/22-8/1/22
				Total this claim =	$40.01		
9704	526	ERMCO	2019 Construction Fund	Equipment	$38,767.50	8/31/2022	Paying 1/2 of Invoice for installation work
				Total this claim =	$38,767.50		

Total Amount of Claims **$164,301.23**

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, September 13, 2022

Mark Pugh

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 4 **pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of** **$164,301.23**

Date this 14TH **day of** SEPTEMBER **,20** 22 **.**

Patricia Garrott

Martha Altschaeffl

Jo+C Meyers

James R. Kruger

Shelley Fowler DeBor

Anastasia G Kurtz

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for West Lafayette Public Library on 1/1/1998.

DRAFT

AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)* West Lafayette Public Library - Addition & Renovation 204 West Columbia Street, W. Lafayette, IN 47906	**CONTRACT INFORMATION:** Contract For: Construction Manager Date: November 23, 2020	**CHANGE ORDER INFORMATION:** Change Order Number: 06 Date: June 21, 2022
OWNER: *(Name and address)* West Lafayette Public Library 208 West Columbia Street, W. Lafayette, IN 47906	**ARCHITECT:** *(Name and address)* krM Architecture 1020 Jackson St. Anderson, IN 46016	**CONTRACTOR:** *(Name and address)* F.A. Wilhelm Construction Co., Inc. 3914 Prospect Street, Indianapolis, IN 46203

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PCO #003-1 - RFP-001-3 Paint ETR Ceilings & Walls ($3,697.00 funded from Construction Contingency)....Add: $ 0.00

PCO #006-1 - RFP-001-7 Floor Replacement ($5,088 funded from Construction Contingency).....Add: $ 0.00

PCO #108 - End Panels and Canopies for Shelving ($4,445.00 funded from Construction Contingency).....Add: $ 0.00

PCO #127 - Display Cases & Pencil Drawers ($657.00 funded from Construction Contingency).....Add: $ 0.00

PCO #133 - Cut In and Flash Exhaust Fan Curb ($1,339.00 funded from Construction Contingency).....Add: $ 0.00

PCO #134 - RFP-049 Additional Lighting in Children's Area ($2,416.00 funded from Const. Contingency)....Add: $ 0.00

PCO #135 - Stop Sign at Columbia & Northwestern ($1,226 funded from Construction Contingency).....Add: $ 0.00

PCO #136 - Additional Joint Sealant Work ($1,135.00 funded from Construction Contingency).....Add: $ 0.00

PCO #137 - Paint Existing Stairwell & Touch-up Basement ($1,977.00 funded from Constr. Contingency).....Add: $ 0.00

PCO #138 - Misc T&M Work ($1,245.00 funded from Construction Contingency).....Add: $ 0.00

PCO #139 - Paint Touch-up Throughout Building ($1,455.00 funded from Construction Contingency).....Add: $ 0.00

PCO #140 - Patch & Paint Bulkheads ($980.00 funded from Construction Contingency).....Add: $ 0.00

PCO #141 - SS Trim at Terrazzo ($1,914.00 funded from Construction Contingency).....Add: $ 0.00

PCO #142 - Additional Glass Rail ($6,164.00 funded from Construction Contingency).....Add: $ 0.00

PCO #143 - Paint Upgrade for Sunshades ($3,931.00 funded from Construction Contingency).....Add: $ 0.00

PCO #144 - Base at Study Booths ($1,494.00 funded from Construction Contingency).....Add: $ 0.00

PCO #145 - Repair Trim at Elevator & Main Stair ($311.00 funded from Construction Contingency).....Add: $ 0.00

PCO #146 - Repair Existing Display Cases ($634.00 funded from Construction Contingency).....Add: $ 0.00

PCO #147 - Floor Box in Room 226 ($3,181.00 funded from Construction Contingency).....Add: $ 0.00

PCO #148 - Two Additional Data Feeds ($1,245.00 funded from Construction Contingency).....Add: $ 0.00

PCO #149 - Additional Access Panels ($576.00 funded from Construction Contingency).....Add: $ 0.00

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User Notes: (3B9ADA61)

PCO #150 - Additional General Conditions ($5,000 funded from Construction Contingency).....Add: $ 0.00

PCO #151 - RFP-050 Exterior Railing Addition ($3,553.00 funded from Construction Contingency.....Add: $ 0.00

PCO #152 - Street Signs and Striping ($2,687.00 funded from Construction Contingency).....Add: $ 0.00

PCO #153 - Additional Existing VAV Repairs ($12,944 funded from Construction Contingency).....Add: $ 0.00

Contractor Contingency Savings (Credit to Owner Contingency).....Deduct: $ 26,517.00

Life Safety Modifications Allowance Savings (Credit to Owner Contingency).....Deduct: $ 5,000.00

Temp Heating & Cooling Allowance Savings (Credit to Owner Contingency).....Deduct: $ 20,000.00

HVAC Commissioning Allowance Savings (Credit to Owner Contingency).....Deduct: $ 16,800.00

Bid Package #1 - Concrete Savings (Credit to Owner Contingency).....Deduct: $ 15,000.00

Structural Metal Framing Savings (Credit to Owner Contingency).....Deduct: $ 4,745.00

Membrane Roofing Savings (Credit to Owner Contingency).....Deduct: $ 3,000.00

Entrances, Storefronts, & Curtain Walls Savings (Credit to Owner Contingency).....Deduct: $ 1,947.00

Drywall Savings (Credit to Owner Contingency).....Deduct: $ 10,000.00

Flooring Savings (Credit to Owner Contingency).....Deduct: $ 2,500.00

Fire Suppression Savings (Credit to Owner Contingency).....Deduct: $ 5,000.00

Plumbing & HVAC Savings (Credit to Owner Contingency).....Deduct: $ 20,000.00

Electrical Savings (Credit to Owner Contingency).....Deduct: $ 5,000.00

Exterior Improvements Savings (Credit to Owner Contingency).....Deduct: $ 42,000.00

The original Contract Sum was	$ 7,974,381.00
The net change by previously authorized Change Orders	$ 354,617.00
The Contract Sum prior to this Change Order was	$ 8,328,998.00
The Contract Sum will be decreased by this Change Order in the amount of	$ 177,509.00
The new Contract Sum including this Change Order will be	$ 8,151,489.00

The Contract Time will be unchanged by zero (0) days.
The new date of Substantial Completion will be April 11, 2022

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

krM Architecture	F.A. Wilhelm Construction Co.	West Lafayette Public Library
ARCHITECT *(Firm name)*	**CONTRACTOR** *(Firm name)*	**OWNER** *(Firm name)*

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User Notes: (3B9ADA61)

SIGNATURE	SIGNATURE	SIGNATURE
	Tom Kerker;VP-Operations Manager	
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
	06/22/2021	
DATE	DATE	DATE

DRAFT

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User Notes:
(3B9ADA61)

Kettelhut
CONSTRUCTION, INC.
740 Sagamore Parkway South
Lafayette, IN 47905

GENERAL CONTRACTOR/ CONSTRUCTION MANAGER
(765) 447-2181 • Fax (765) 447-7122

765-447-2181

April 26, 2022

Mr. Matt Mueller
F.A. Wilhelm Construction
3914 Prospect Street
Indianapolis, IN 46203

Re: West Lafayette Public Library
BP#12 – Site Finishing
Lafayette, Indiana
Kettelhut Project No. 6759

Gentlemen:

We quote the sum of $14,248.00 for the provision, assembly, and installation of 12 chairs per the attached KCI back up including, but not limited to, Landscape Form Quote 0000356941 and Chipman Chair shop drawing. We assume the powder color to be black, thus please advise otherwise with acknowledgment / approval of this quote. Upon approval, KCI will release the order as noted here in, the attached back up and in black unless directed otherwise. Note the current approximate lead time for these chairs is five to seven weeks.

At this time, Tuesday afternoon April 26, KCI is still awaiting feedback from Landscape Forms as to how shipping of existing chairs will occur, associated cost of said shipping, and then the process for determination of a credit value.

Please see attached breakdown and backup.

This quotation is valid for ten (10) days from date of quotation, and if not accepted within ten (10) days, we reserve the right to review our costs and modify our quotation accordingly.

Please advise your acceptance by issuing the appropriate Change Order.

We appreciate the opportunity to provide this proposal, and if you have any questions, please contact me at (765) 447-2181.

Sincerely,

KETTELHUT CONSTRUCTION, INC.

Todd A. Said

Todd A. Said
Project Manager

TAS: jas

Enclosure

Cc: Field Office
Field Order 6759.014

Kettelhut
CONSTRUCTION, INC.

FA Wilhelm Construction
West Lafayette Public Library
BP #12 Site Finishing
Kettelhut Project No. 6759

Field Order 6759.014

A. Subcontractors:

	$	-	
	$	-	
	$	-	
	$	-	
	$	-	
	$	-	
	$	-	
	$	-	
Subtotal	$	-	
Subcontractor Mark-up 5%	$	-	
Total Subcontractor	$	-	$ -

B. Kettelhut Construction Inc. - Labor

KCI Labor	$	2,035.00	
	$	-	
	$	-	
Subtotal	$	2,035.00	
Labor Tax & Insurance 24%	$	488.00	
Subtotal	$	2,523.00	
% Mark-Up of KCI 10%	$	252.00	
Total KCI Material	$	2,775.00	$ 2,775.00

B. Kettelhut Construction Inc. - Material

Landscape Forms	$	10,270.00	
KCI material	$	160.00	
	$	-	
	$	-	
	$	-	
	$	-	
Subtotal	$	10,430.00	
Sales Tax 7%	$	-	
Subtotal	$	10,430.00	
% Mark-Up of KCI 10%	$	1,043.00	
Total KCI Material	$	11,473.00	$ 11,473.00

$ -

TOTAL COST OF CHANGE **$ 14,248.00**

Quote

Date: 04/25/2022

LF Quote#: 0000356941

PO#:

Project: West Lafayette Public Library - 2020

Bill To: Kettelhut Construction
ATTN: Todd A. Said
P.O. Box 5000
740 Sagamore Parkway South
Lafayette, IN 47903-5000

CORPORATE
7800 E. Michigan Avenue
Kalamazoo, MI 49048-9543
P: 800.521.2546 F: 269.381.3455
www.landscapeforms.com
Federal I.D.# 38-1897577
FSC# RA-COC-001261

Ship To: Kettelhut Construction
ATTN: Todd A. Said
208 West Columbia St.
Lafayette, IN 47906

Ship To Contact Phone:(765)447-2181
Ship Via: Common Carrier
F.O.B.: Destination

Qty	Description	Unit Price	Total Price

When ordering please confirm:

- Shipping address and contact information (name and ph#)
- Billing address and contact information
- Is your firm or the project tax exempt? If so, exemption certificate must accompany order
- Delivery schedule:

___Ship immediately upon completion
OR Ship On/After the date:_____

12	CA999-06040-01: Chipman armless chair with surface mount tabs. Ships without glides; others responsible for attaching tabs to chair with provided attaching hardware. Powdercoat color:	$ 785.00	$ 9,420.00

Item Total	$ 9,420.00
Shipping & Handling	$ 850.00
Sub Total	$ 10,270.00
Estimated Tax	$ 718.90
Document Total	$ 10,988.90

Payment Terms: 50%DEP,NET30

Landscape Forms, Inc. reserves the right to change payment terms based on payment history as well as information obtained from commercial credit reporting agencies.

- Purchaser is responsible for confirming options, materials, quantities, etc., for completeness and conformity to plans and specifications.
- Changes to or cancellations of orders may incur a penalty charge of 30% or more. Special orders may not be changed or cancelled.

Cust #: 0TYHF
SSR: Julie Barnard
Rep: Julie Barnard, IN2

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms

Quote

Date: 04/25/2022

LF Quote#: 0000356941

PO#:

Project: West Lafayette Public Library - 2020

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Lafayette, IN 47906

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Ship Via: Common Carrier
F.O.B.: Destination

- Studio 431 (custom) orders cannot be cancelled once purchase order is received and approved.
- Studio 431 orders are subject to price increase after engineering/product development is complete and approved by designer, end user and purchaser. Modifications in price will be handled via Change Order.
- No merchandise can be returned without authorization from Landscape Forms. Returns may be subject to a disposition fee of 30-100%.
- Prices based on quantities shown and quantity changes may affect price.
- QUOTED prices are held for 60 days. After receipt of a written ORDER, prices will be held for up to six months from receipt of the order. Changes in quantity or specification may affect pricing.
- **Lighting Poles only-**QUOTED prices are held for up to 30 days. ORDERS received on valid quotes for immediate release will be accepted at quoted. Orders received for a future dated release are subject to current pricing at the time of order release.
- Pricing includes selection from our standard color palette. Optional colors and custom color matches are available for an additional fee and will extend lead-time. Please contact our corporate office for more information.
- Fixtures for custom products are the property of Landscape Forms, Inc., and are not available for sale.
- Landscape Forms is a supplier only and ships via common carrier. Customer is responsible for offloading and installing unless otherwise indicated above.
- Handling fees alone will apply on third party and customer pick-up orders.
- Mounting hardware is only available on a limited number of products. Please consult the installation recommendations or contact our corporate office to confirm. In the event hardware is provided, it MUST be used for proper installation.
- Refer to Care and Maintenance guidelines for more detailed information and instructions.
- All orders ship upon completion of fabrication. A one-week grace period may be available, after which storage fees will apply.
- This Agreement contains the entire understanding between the parties. All prior communications are merged into this Agreement. The terms of this Agreement shall control any conflict between documents.
- This Agreement may be signed by the parties separately and by facsimile, and together they shall be deemed one binding, original Agreement.
- Purchaser shall pay all costs and expenses paid or incurred by Landscape Forms, Inc. in collecting any amounts due for goods purchased by Purchaser, including without limitation, reasonable attorneys' fees and collection costs. Balances on invoices not paid within 30 days of date of invoice, or within an alternate period of time as determined and indicated by Landscape Forms, shall incur interest at a rate of 18% per annum. Cash discounts are not offered.
- Tax is estimated. Actual tax will be charged on final invoice and shall be payable by the Purchaser. U.S. customers must provide a valid sales tax exemption or resale certificate to remove liability.
- To the extent purchaser supplies or modifies the standard specifications for any products, Landscape Forms, Inc. expressly disclaims all representations and warranties related to such products or their design whether express or implied except that the products shall be manufactured in accordance with purchaser's specifications.

Cust #: 0TYHF
SSR: Julie Barnard
Rep: Julie Barnard, IN2

Landscape Forms Customer Service

Purchaser | Seller

landscapeforms

Quote

Date: 04/25/2022

LF Quote#: 0000356941

PO#:

Project: West Lafayette Public Library - 2020

Bill To: Kettelhut Construction
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Lafayette, IN 47906

Ship To Contact Phone:(765)447-2181
Ship Via: Common Carrier
F.O.B.: Destination

- **REMITTANCE OPTIONS:** For information on paying via credit card, ACH, direct bank transfer, or wire please email us at AR@landscapeforms.com. Please note all credit card charges will be subject to a 3% surcharge. Mail payments to:

USD Checks
Landscape Forms, Inc.
Dept 78073
PO Box 78000
Detroit, MI 48278-0073
USA

CAD Cheques
Landscape Forms, Inc.
PO Box 2408
Station A
Toronto, Ontario M5W 2K6
CAN

Cust #: 0TYHF
SSR: Julie Barnard
Rep: Julie Barnard, IN2

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms

Chipman Armless Chair, with surface mount tabs

Special Products Drawing

www.landscapeforms.com Ph: 800.521.2546

Rev 1
Date:12/10/21

_____ APPROVED

_____ REVISE AND RESUBMIT

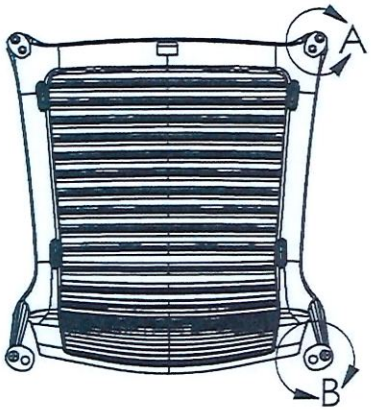
_____ REJECTED

COMMENTS MADE ON THESE SUBMITTALS ARE FOR INFORMATION ONLY. ANY CHANGES REQUIRE RE-SUBMITTAL AND APPROVAL. CUSTOMER IS RESPONSIBLE FOR CONFIRMING ALL QUANTITIES, DIMENSIONS, AND INSTALLATION TECHNIQUES.

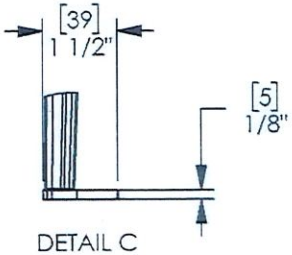
BY: _____ DATE: _____

SURFACE MOUNT TABS:
PROVIDED WITH MOUNTING HARDWARE INSTALLED BY OTHERS

ANCHOR HARDWARE:
INTENDED FOR USE WITH A 3/8" THREAD SIZE ANCHOR HARDWARE SUPPLIED BY OTHERS

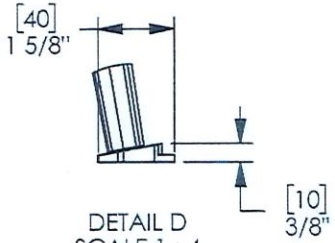


DETAIL A
SCALE 1 : 4
FRONT SURFACE MOUNT TAB
ALIGN AS SHOWN IN DETAIL E
2 PLACES

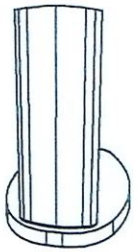


DETAIL C
SCALE 1 : 4

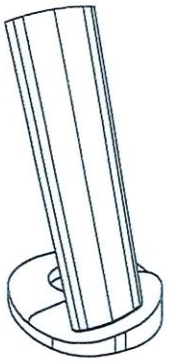
DETAIL B
SCALE 1 : 4
REAR SURFACE MOUNT TAB
ALIGN AS SHOWN IN DETAIL H
2 PLACES



DETAIL D
SCALE 1 : 4



DETAIL E
SCALE 1 : 2



DETAIL H
SCALE 1 : 2

landscapeforms

Drawing: CA999-06040-01
Dimensions are in inches [mm]

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VERIDUS GROUP

Garage Repair Proposal Comparison Matrix

September 12, 2022

PROJECT: **West Lafayette Public Library - Parking Garage Repairs**

FIRMS: **The New Group, Inc;** Matt Gaughan
Western Specialty Contractors; Ryan Swanson

This matrix is provided in comparison of the two proposals received in response to the RFP distributed for Garage Repairs and Maintenance. The Matrix items identified are those within the Request for Proposal and each companies response. Any Voluntary Alternates are identified at the end of this matrix.

	Base Bid Scope of Work	New Group	Western Specialty Contractors	Veridus Notes
1	**Traffic Membrane (+/-20,000 SF):** Remove and resurfacing of the roof, or top deck, including approx. (19,920) s.f. using a BASF Membrane System.	$149,400.00 Scope of work description included within proposal. Unit Price of ($7.50 / SF) provided	$160,000.00 Scope of work description included within proposal.	
2	**Top Deck Striping:** Layout and striping of the roof or top deck.	$3,000.00 Scope of work description included within proposal.	$2,525.00 Scope of work description included within proposal.	
3	**Top Wall Coating** Removal and resurfacing of approx. (730) s.f. of top wall coating at the roof or top deck	$6,570.00 Scope of work description included within proposal. Unit Price of ($9.00 / SF) provided	$7,300.00 Scope of work description included within proposal.	
4	**Deck Joint Repairs** Repair of (7) joints throughout the garage including approx. 425 LF	$6,375.00 Note: Level 1-2 this line only per New Group Description	$5,950.00 Scope of work description included within proposal.	New Group Levels 1-2, see added line below for Level-3 Recommenation
	Voluntary Alternate - New Group Deck joint repairs - Level 3 (2,000 LF)	$28,000.00 Unit Price ($14.00 / LF)		RFI submitted to New Group for response
5	**Traffic Membrane Joint Repair** Removal and resurfacing of the membrane where joints have been repaired including approximately 425 LF using a BASF Membrane System	None Provided Scope of work was provided within the Proposal, though No Price. Clarification requested.	None Provided Line item per the RFP was not identified within the Proposal. Clarification requested	RFI submitted for response

6	**Perimeter Caulk** Removal and replacement of approximately (705 LF) of top deck perimeter caulk	$9,870.00 Scope of work description included within proposal. Unit Price of ($14.00 / LF) provided	$9,447.00 Scope of work description included within proposal.	
7	**Column Caulk Repair** Removal and replacement of approximately (150 LF) of column perimeter caulk	$2,250.00 Scope of work description included within proposal. Unit Price of ($15.00 / LF) provided	$1,500.00 Scope of work description included within proposal.	
8	**Surface Repairs, Level-3** Surface repairs of the roof or top deck inclding approximately 1,000 SF of total surface	$149,000.00 Scope of work description included within proposal. Unit Price of ($149.00 / LF) provided	$81,000.00 Scope of work description included within proposal.	Note Scope descriptions,
9	**Surface Spall Repairs, Level 1-3** Surface spall repairs throughout	$48,750.00 Scope of work description included within proposal. Unit Price of ($195.00 / SF) provided	None provided Line item per the RFP was not identified within the Proposal. Clarification requested	RFI submitted for response
10	**Stair Repairs** Surface repairs of the roof or top deck inclding approximately 1,000 SF of total surface	Not Priced On-site review by bidder assumes condition of stairs acceptable. Require additional direction for pricing.	$10,240.00 Grind and paint all metal	
11	**Stairwell Annual Cleaning & Decontamination** Annual cleaning and Decontamination of two stairwells	$6,000.00 Scope of work description included within proposal. Unit Price of ($3,000.00 / EA) provided	$5,000.00 Scope of work description included within proposal.	
G.C.	**General Conditions** Provisions of the General Conditions as outlined	$49,000.00 Scope of work description included within proposal. Unit Price of ($3,000.00 / EA) provided	$10,400.00 Scope of work description included within proposal.	

Sub-Total of Recommended Scope:	**$430,215.00**	**$293,362.00**

	Voluntary Alternates	**New Group**	**Western Specialty Contractors**	**Veridus Notes**
1	**Alternate for the use of Tremco Material Traffic Coating** Remove and replace approximately 20,000 SF of concrete surface material		$129,000.00 Deduct Proposal of ($31,000)	
	Voluntary Alternate - New Group Deck joint repairs - Level 3 (2,000 LF)	$28,000.00 Unit Price ($14.00 / LF)		

WESTERN™
SPECIALTY CONTRACTORS
CONFIDENCE THROUGH PERFORMANCE

100 YEARS WESTERN 1915 2015

PROPOSAL/CONTRACT

- Concrete Restoration
- Masonry Restoration
- Stadium Restoration
- Balcony Restoration
- Plaza Restoration
- EIFS Restoration
- Historic Restoration
- Wall Coating
- Caulking & Sealants
- Deck Coating
- Planter Waterproofing
- Below Grade
- Stone Cleaning & Restoration
- Tuckpointing
- Epoxy Flooring
- Cementituous Coating
- Post Tendon Repair
- Barrier Tendon Repair
- Expansion Joint Restoration
- Carbon Fiber
- Epoxy Injection

Scott Senefeld
The Veridus Group - MASTER
6280 N. Shadeland Ave. Ste A
Indianapolis, IN, 46220

September 12, 2022

WE (Western) HAVE PREPARED A PROPOSAL FOR: West Lafayette Public Library – Parking Garage Maintenance Repair

THE LIBRARY
WEST LAFAYETTE

WESTERN™
SPECIALTY CONTRACTORS
CONFIDENCE THROUGH PERFORMANCE

100 YEARS WESTERN 1915 2015

- Concrete Restoration
- Masonry Restoration
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- Tuckpointing
- Epoxy Flooring
- Cementituous Coating
- Post Tendon Repair
- Barrier Tendon Repair
- Expansion Joint Restoration
- Carbon Fiber
- Epoxy Injection

SCOPE OF WORK: We propose to furnish and install all necessary labor, materials, equipment, supervision, and insurance, as shown on the attached insurance addendum, to complete the following:

1. **General ConditionsWest Lafayette : 1 Lump Sum Price, Price includes mobilization, Rental equipment, Travel, Porta Potty And Dumpsters. Also Pedestrian Protection With Traffic Control With Signage.**
   - Mobilization will consist of the time necessary to properly mobilize and demobilize the project. Also included is the time necessary for the proper supervision to manage the project and the necessary equipment and material to assist in the mobilization and supervision of the project.
   - ORANGE FENCING / STEEL FENCING: Pedestrian protection will include orange fencing that will be installed around the perimeter of our work area throughout each phase of the work. Also included in the pedestrian protection will be the cost for sidewalk and street closing permits.

   $10,400.00

2. **Traffic Membrane Remove And Replace Deck Coating : 20,000 SF Of BASF Traffic Coating**
   - SHOTBLAST: Approximately 20,000 square feet of existing coating will be removed with a shredder machine exposing the concrete deck. The concrete substrate will be cleaned by using a shotblast machine. The owner will provide the necessary electricity to run the machine. The shotblast machine will remove the dirt and contaminants as required by the coating or sealing manufacturer to properly install their material. After the shotblast is complete, the remaining shot will be removed from the jobsite.
   - THREE COAT BROADCAST SYSTEM: After the surface preparation is complete, the substrate will be coated. The system will consist of a primer, 25 mil base coat and 12-25 mil intermediate. Approximately 10 pounds of sand per square foot of coating will be broadcasted into the intermediate coat. After the intermediate coat cures, the loose sand will be removed and a 7-10 mil gray topcoat will be installed. The system will be installed according to the manufacturer's recommendation. Aggregate loading may vary with system type.

   $160,000.00

3. **Top Deck Striping : 1 Lump Sum Price**
   - After coating is installed, we will layout the parking markers. If there is a change in the parking layout we will need to be notified. We will also need to have a parking layout before any shredding of coating starts. Supplied by owner.

   $2,525.00

Concrete Restoration
Masonry Restoration
Stadium Restoration
Balcony Restoration
Plaza Restoration
EIFS Restoration
Historic Restoration
Wall Coating
Caulking & Sealants
Deck Coating
Planter Waterproofing
Below Grade
Stone Cleaning & Restoration
Tuckpointing
Epoxy Flooring
Cementituous Coating
Post Tendon Repair
Barrier Tendon Repair
Expansion Joint Restoration
Carbon Fiber
Epoxy Injection

4. **Top Wall Coatings : 730 SF Of Wall Coating At The Top Of All Parapet/Bumper Walls**
   - WATERBLASTING: Concrete surfaces shall be cleaned using high pressure water (minimum 3,000 psi water blaster shall be utilized). A test sample may be required to determine if adequate cleaning results are obtained. If additional cleaning methods are required, this work will be performed at an additional price.
   - WALL COATING: Approximately 730 square feet of substrate will be coated with 2 coats of BASF EL 750 elastomeric coating. The coating will be scrubbed in using a brush to force the product into the pores of the substrate. The coating will be applied at approximately 125 square feet per gallon and/or according to the manufacturer's recommendations. A color sample will be selected from standard colors and a sample will be approved by the owner prior to the start of our work.

   $7,300.00

5. **Deck Joint Sealant : Approx. 8 Joints Are To Be Replaced At 60 Feet A Each. (Saw 8 while I did my walk through and water coming through the deck)**
   - We will remove approximately 485 lineal feet of existing sealant, lightly grind the joint edges to remove loose residual sealant, and place a new two part urethane sealant. The sealant color will be as chosen from the manufacturer's standard color chart. Primers will be used as directed by the product manufacturer based on substrate type.

   $5,950.00

6. **Perimeter Cove Joint Sealant : 705 LF Of Cove Joints (Wall To Slab Perimeter Caulking. (Currently None Existing)**
   - We will remove approximately 705 lineal feet of existing sealant, lightly grind the joint edges to remove loose residual sealant, and place a new two part urethane sealant. The sealant color will be as chosen from the manufacturer's standard color chart. Primers will be used as directed by the product manufacturer based on substrate type.

   $9,447.00

7. **Concrete Column Base Sealants : 150 LF Of Concrete Column Base Sealant**
   - We will remove approximately 150 lineal feet of existing sealant, lightly grind the joint edges to remove loose residual sealant, and place a new two part urethane sealant. The sealant color will be as chosen from the manufacturer's standard color chart. Primers will be used as directed by the product manufacturer based on substrate type.

   $1,500.00

WESTERN™
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100 YEARS WESTERN 1915 2015

Concrete Restoration
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Stone Cleaning & Restoration
Tuckpointing
Epoxy Flooring
Cementituous Coating
Post Tendon Repair
Barrier Tendon Repair
Expansion Joint Restoration
Carbon Fiber
Epoxy Injection

(Line Item 8 Note): This pricing is an allowance, If there is less footage we will credit back to ownership)

8. **Surface Repairs Up to 2 inches : 1000 SF Of Surface Partial Depth Repairs Up To 2 Inches Deep.**
   - The deteriorated concrete will be sound and marked for removal. The perimeter of the deteriorated areas will be saw cut and the deteriorated concrete chipped out with chipping hammers. These areas will then be formed and patched back with bag mix repair mortar. Any steel installation, if required by the engineer, will be performed under the steel replacement allowance. The configuration of the patch will match the existing as close as possible.

$81,000.00

9. **Stairs Restoration Grind and paint : 2 Set Of Stairways, Grind all rust to sound metal and paint all metal with Sherwin Williams Macropoxy.**

$10,240.00

10. **Stairwell Annual Cleaning and Decontamination : 1 LS Powerwash And Detergent The 2 Sets Of Stairways.**

$5,000.00

TOTAL: $293,362.00

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100 YEARS WESTERN 1915 2015

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- EIFS Restoration
- Historic Restoration
- Wall Coating
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- Deck Coating
- Planter Waterproofing
- Below Grade
- Stone Cleaning & Restoration
- Tuckpointing
- Epoxy Flooring
- Cementituous Coating
- Post Tendon Repair
- Barrier Tendon Repair
- Expansion Joint Restoration
- Carbon Fiber
- Epoxy Injection

THIS PRICING IS AN ALTERNATE TO THE BASF PRODUCT USING TREMCO TRAFFIC COATING

11. **Alternate Tremco Material Traffic Coating Remove And Replace :**
    - SHOTBLAST: Approximately 20,000 square feet of concrete substrate will be cleaned by using a shotblast machine. The owner will provide the necessary electricity to run the machine. The shotblast machine will remove the dirt and contaminants as required by the coating or sealing manufacturer to properly install their material. After the shotblast is complete, the remaining shot will be removed from the jobsite.

    - THREE COAT BROADCAST SYSTEM: After the surface preparation is complete, the substrate will be coated. The system will consist of a primer, 25 mil base coat and 12-25 mil intermediate. Approximately 10 pounds of sand per square foot of coating will be broadcasted into the intermediate coat. After the intermediate coat cures, the loose sand will be removed and a 7-10 mil gray topcoat will be installed. The system will be installed according to the manufacturer's recommendation. Aggregate loading may vary with system type.

$129,000.00

This is to replace the BASF traffic coating which is priced at $160,000.000

Using the Tremco traffic coating which is priced at $129,000.00

Which would give a savings of $31,000.00

Bringing the contract total if equal product is accepted to $262,362.00 total.

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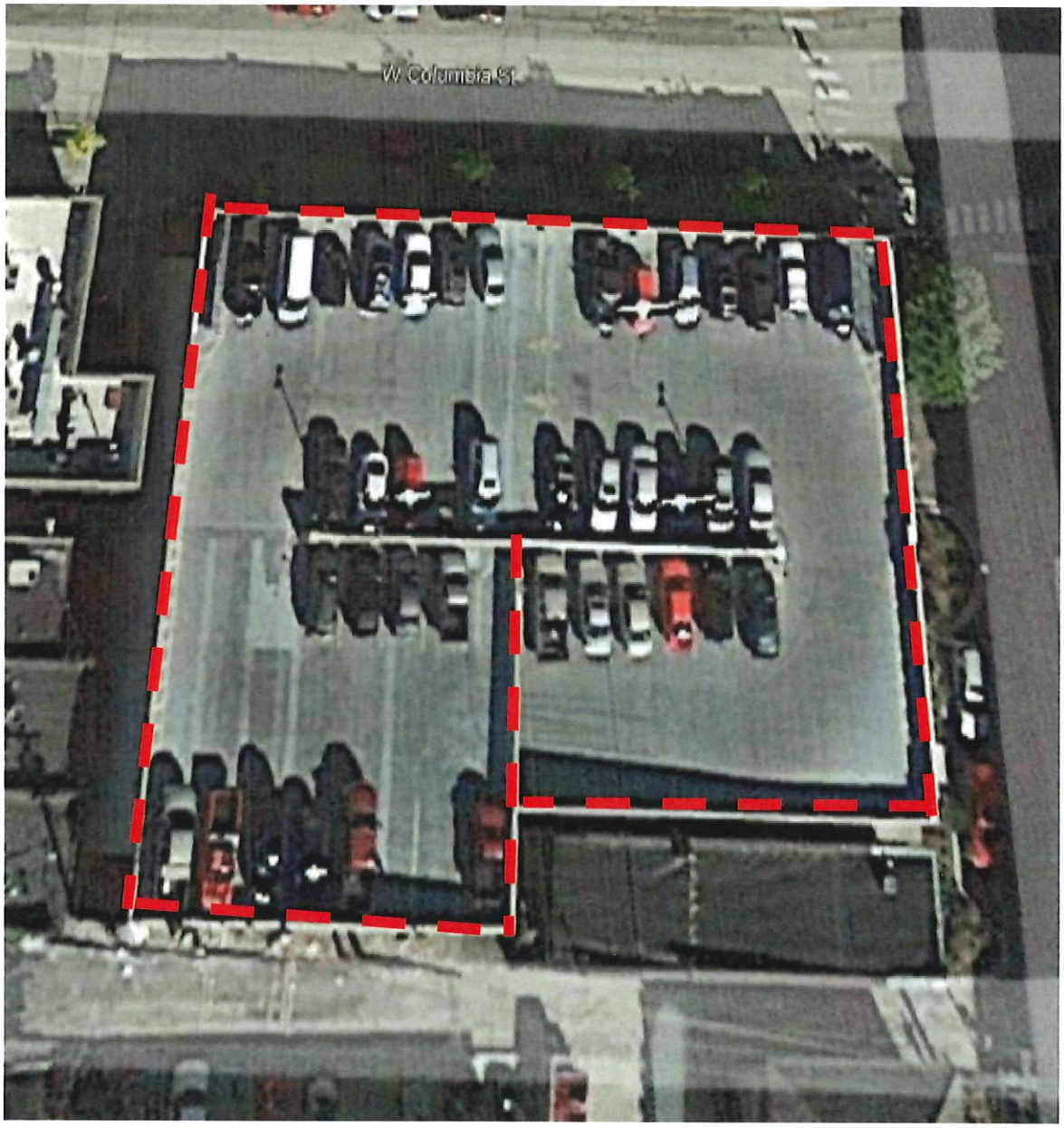

PHOTO 1: Overhead view of the area we are deck coating and concrete repairs

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PHOTO 2: Shows area of failing deck coating because not prepped right and no primer is showing.

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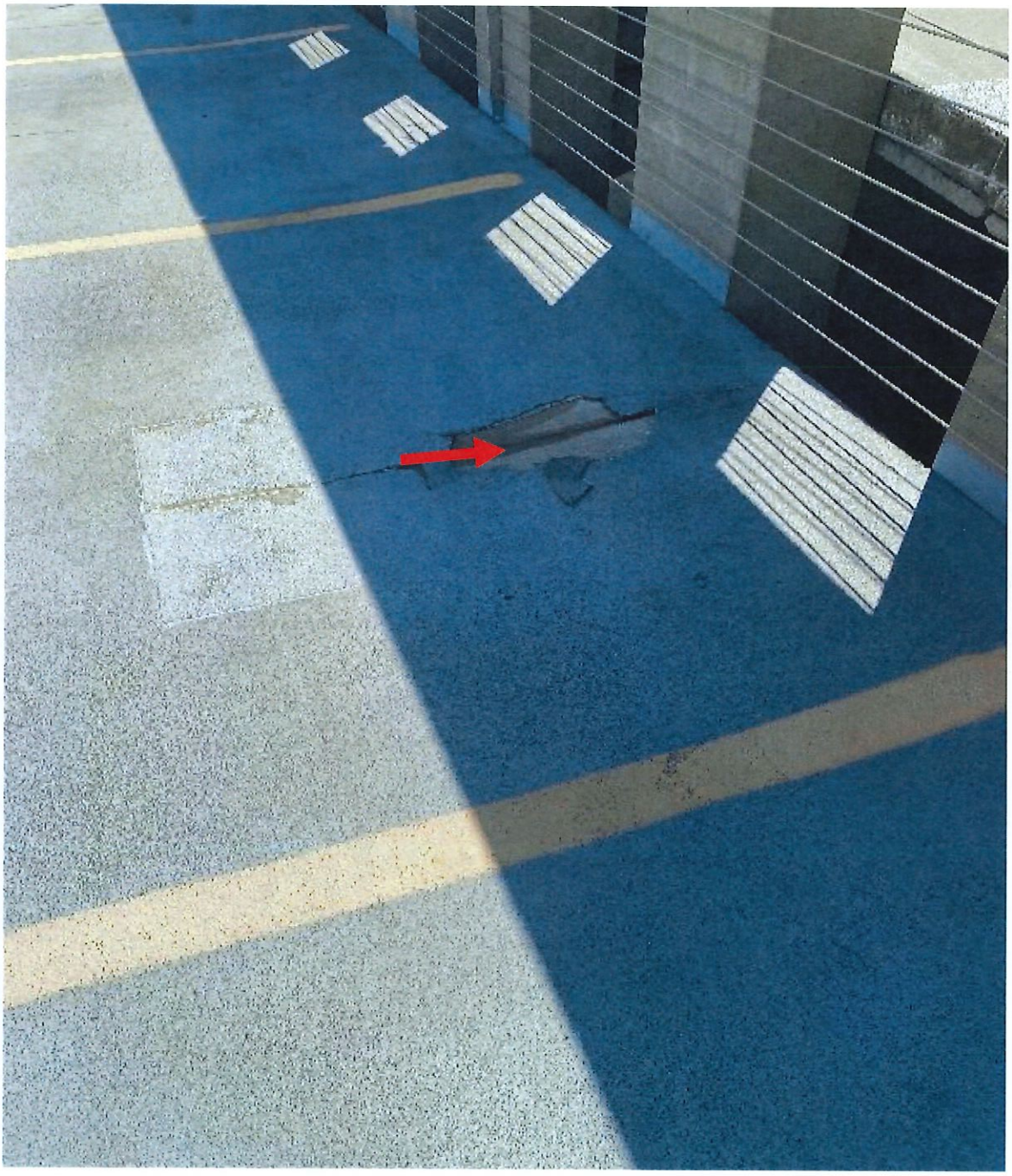

PHOTO 3: Another area where deck coating is failing because deck was never prepped accordingly.

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PHOTO 4: Looks like a repair patch that was never prepped correctly. Deck coating has two different colors.

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PHOTO 5: Another area of deck coating failing. Again no prep and primer didn't adhere correctly.

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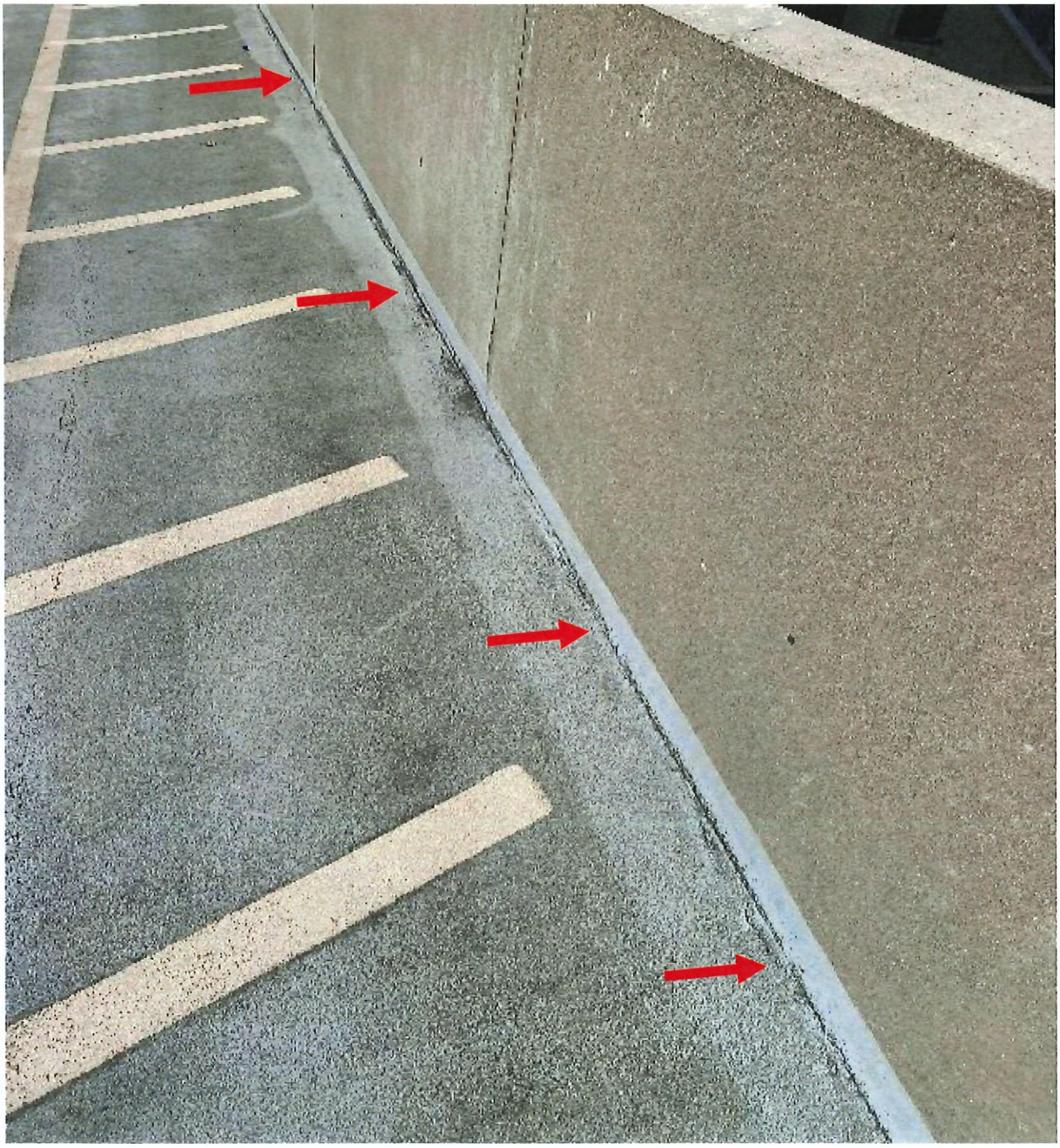

PHOTO 6: No perimeter caulking. Our proposal is to install new urethane cove joint sealant.

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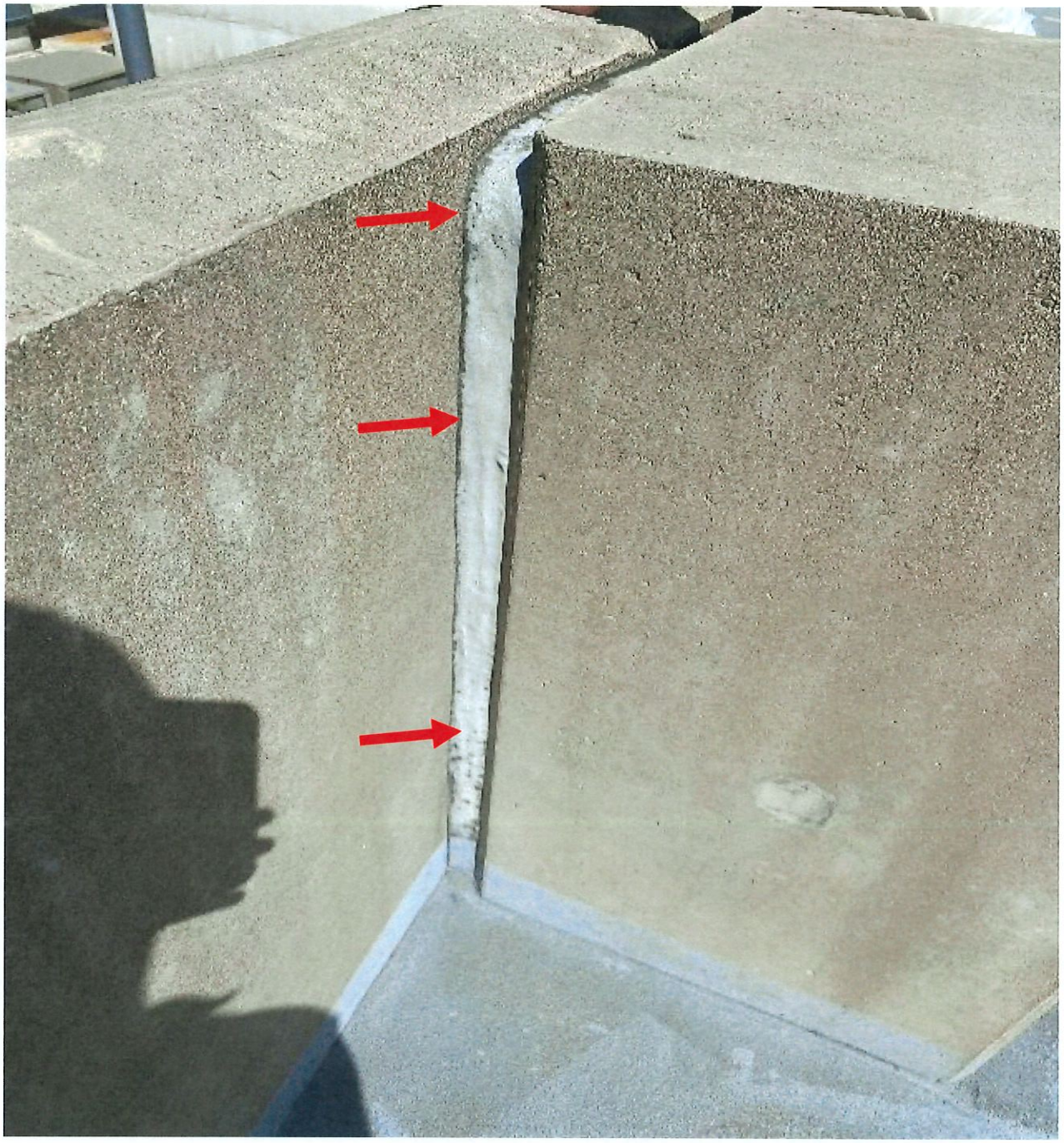

PHOTO 7: Column caulking shows adhesion failure.

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PHOTO 8: Top of the wall coating has lived it life and needs to be redone.

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PHOTO 9: Stair pans have taken in water. We will grind down rust to solid metal and repaint

(Rust will continue to come back, need to get the water out of the bottom of the steel pans) This needs to be done by a steel fabricator.

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Masonry Restoration

Stadium Restoration

Balcony Restoration

Plaza Restoration

EIFS Restoration

Historic Restoration

Wall Coating

Caulking & Sealants

Deck Coating

Planter Waterproofing

Below Grade

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Epoxy Flooring

Cementituous Coating

Post Tendon Repair

Barrier Tendon Repair

Expansion Joint Restoration

Carbon Fiber

Epoxy Injection

PROJECT SPECIFIC QUALIFICATIONS

1. Our price excludes removal of reverted or hardened caulking, as this would be considered an unforeseen condition.
2. If the existing joints have 3 sided adhesion, there will be additional cost for removal.
3. We will conduct a pull/adhesion test prior to starting our work. The test will be approved by the owner/owner's rep/engineer and manufacturer prior to starting work.
4. Inspections/punch lists and their approvals will be made by Owner/Owner's Representative on a per drop basis before moving to the next drop.
5. If depth of concrete repair exceeds specified depth in the drawings/specifications, additional costs will be calculated by prorating the existing unit cost for the additional depth. All parties to agree on additional costs in writing before proceeding.
6. Each area or repair shall be considered a minimum of 1 square foot for billing purposes.
7. No steel reinforcement repair/replacement has been included.
8. No shoring is included in our proposal.
9. Concrete repair locations shall be prepared in accordance with standard ICRI specifications.
10. A dust collection system will be utilized during this work. However, it is normal for a small amount of dust to become airborne and not collected.
11. Testing of concrete is not included and shall be paid by owner.
12. This proposal excludes all work on the existing post tension system. If during the course of the work it is discovered that it is necessary to work on the post tension system, we will provide a pricing structure at that point.
13. Striping to be installed based on the layout just prior to beginning work.
14. The concrete shall be finished as recommended by the manufacturer and will match the existing finish as closely as possible.
15. Area/ level below repair area to be barricaded by Western and shall be off limits to pedestrian and vehicular use.
16. Our product will produce odors, dust, and noise. Ventilation is included in this proposal.
17. Air intakes will need to be identified by the owner prior to our work. Depending on there proximity to our work area, they may need to be shut down during our work.
18. Wheel stops (will not) be removed during our work. We will (detail around them/ reinstall with anchors, epoxy, etc).
19. A matt test will be performed prior to our work. If vapor drive is too excessive, a vapor barrier may be required. This is not included in our price.
20. The material will require (3) days of cure prior to any foot or vehicle traffic.
21. Our warranty does not cover the bond of the existing material to the substrate; only the bond of the new material to the existing.
22. The surface preparation will be in compliance with the manufacturer's written recommendations. The surface preparation in this proposal includes (shotblasting)
23. The material will terminate 4 inches in height on the vertical surfaces.
24. Parking striping and graphics are (included) in our price.
25. Our price does not include any surface repairs of any kind
26. An industrial hygienist (is not) included in this proposal.
27. Layout of parking marker would need to be given to us before work is started.

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GENERAL QUALIFICIATIONS:

1. Normal working hours, Monday through Friday have been used for this proposal.
2. We have included one mobilization for the project. Additional mobilizations will results in additional charges.
3. A mock up will be performed and shall be approved by the customer in writing prior to beginning the work.
4. Written approval of color selections by the customer are required before any materials will be ordered and before scheduling of work.
5. Permits (are not) included for our portion of the work.
6. Barricades/sidewalk protection will be provided as described above.
7. If Owner supplied stages are utilized, rigging shall be inspected and approved according to local building code. Contractor shall not be responsible for maintenance and repair of said equipment.
8. Power lines in or near work areas shall be covered/protected by owner at no expense to contractor.
9. Western requires the disclosure of any existing 'micro-wave' communication panels or other telecommunication equipment, antennas, panels, etc. located in our potential work area.
10. This work will be performed by Western's own UNION CREWS.
11. Western shall not be held liable for the presence of fungi or bacteria as indicated on the attached Insurance Addendum.
12. Western will provide its' standard 1 year labor warranty and manufactures' standard 5 year material warranty upon completion of work.
13. Our proposal supports OSHA's 29 CFR 1926.1153 Respirable Crystalline Silica Standard.
14. Notwithstanding anything in this Agreement, Western shall be entitled to additional compensation and/or time extension for any delays, disruptions, impacts, suspensions, acceleration, out of sequence work, or any other increased costs or damages incurred as a result of any virus (including COVID 19 or other coronavirus), pandemic, epidemic or consequences flowing therefrom. In addition, Customer agrees to waive all consequential, actual or liquidated damages against Western arising out of any delay, disruptions or impacts to the Work resulting from the above events.

Acceptance: By signing this proposal, the Purchaser accepts as a binding contract all of its terms and conditions, including the General Conditions and the Special Conditions on this page and all Continuation Pages of this proposal. This Proposal shall expire automatically unless the above named purchaser shall have delivered a copy of this Proposal, duly signed by it, to Western on or before the 30th day from the date hereof. No modification by Purchaser to this Proposal, or to the General Conditions, shall become a part of the contract unless specifically agreed to in writing by Western, and shall automatically make this Proposal void and of no effect.

Date Accepted: _____ **Western Specialty Contractors**

_____
[Purchaser]

By:_____ **Ryan Swanson**

Title:_____ **Estimator**

Manager:_____

GENERAL TERMS OF THE CONTRACT

1. CHANGES IN THE WORK. It is understood that the type of work called for in this Agreement may require changes as the work progresses. Contractor will perform changes in the work (including changes requested by Customer) only after consultation with the Customer, and execution of a written agreement covering the changes in the scope of the work including any changes in Contract Price and time for performance.

2. PAYMENT TERMS. Payment of the Contract Price, shall be made monthly upon receipt of an invoice for portion of the Work performed during that month. If any invoice remains unpaid to the 20th day following receipt by Customer, Customer agrees to pay Contractor interest at the rate of ten percent (10%) per annum from the due date until paid.

3. TAXES. Contractor's price includes applicable taxes imposed on the work or materials included in this contract, to the extent required by law to be collected by Contractor. Such taxes may be separately itemized on invoices.

4. SECURITY FOR PAYMENT. Customer understands that if Contractor is not paid it can assert a lien against the property. Contractor will issue waivers of its lien rights only to the extent it receives payment.

5. DELAYS AND CLAIMS.

A. Liability Only for Acts Within Contractor's Control. Contractor will be excused and will not be liable for any damages, whether direct, incidental or consequential, for any delay or failure in performance (including but not limited to delays due to strikes, fires, accidents, acts of God and delays in performance by Contractor's suppliers and carriers) except to the extent caused by, or within the direct control of Contractor.

B. Notice of Claims, When. Any claims by Customer against Contractor must be presented in writing with particulars to Contractor within twenty days after they arise; otherwise Contractor shall have no responsibility or liability for such claims.

6. INSURANCE AND INDEMNIFICATION.

A. Customer shall purchase and maintain property insurance on its property and liability insurance to cover the acts or omissions of its agents and employees at the Site.

B. Contractor maintains insurance as shown on the attached Insurance Addendum. A certificate showing coverage limits and Carriers will be issued to Customer prior to beginning work at the Site.

C. Contractor agrees to indemnify Customer from any loss, damage or expense which Customer suffers as a result of claims asserted against Customer by third parties (including Contractor's employees) which arise out of Contractor's work at the Site, to the extent caused by the negligent acts or omissions of Contractor or anyone for whom Contractor is responsible. Customer agrees to indemnify Contractor for any loss, damage or expense, which Contractor suffers as a result of claims asserted against Contractor by third parties (including Customer's employees) which arise out of Customer's activities at the Site, to the extent caused by the negligent acts or omissions of Customer or anyone for whom Customer is responsible.

7. LIMITED WARRANTY AND EXCLUSIVE REMEDIES.

A. Workmanship. For a period of one year from the date of substantial completion of Contractor's Work covered hereby, Contractor warrants that it will promptly repair or replace any improper or defective workmanship performed by Contractor under this contract; provided that Contractor has been paid for all work performed, and Contractor has received written notice from Customer of any such defective workmanship within 20 days after Customer first becomes aware thereof (provided such is within the aforesaid one-year period). Contractor will not pay for any inspections or repairs performed by others prior to receipt of notice and a reasonable opportunity to make repairs, if warranted.

B. Warranty on Materials. Contractor warrants that it will use only new materials unless specified otherwise in this Contract, and will deliver to Customer standard warranties as issued by the manufacturer of the materials, if available. Contractor shall have no obligation under any such manufacturer's warranty, and shall not be required to seek changes to terms of such standard warranties.

C. Disclaimer of Other Warranties. THE PROVISIONS IN PARAGRAPHS A AND B ARE THE EXCLUSIVE WARRANTIES PROVIDED TO CUSTOMER AND ARE EXPRESSLY IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

D. Mold Exclusion. Contractor specifically excludes from any and all warranties connected with this Work any warranty against the growth, infestation or spread of mold, mildew, or other fungal, bacterial or biological substance however caused.

8. OBLIGATIONS OF CUSTOMER AT SITE OF WORK

A. Site Conditions. For work performed by Contractor at the site, Customer shall provide without charge to Contractor (i) sufficient and proper space for handling and storing the materials and equipment of Contractor;; (ii) sufficient power and water for the performance of the Work; (iii) removal of all obstructions to performing the Work as economically as possible.

B. Unanticipated Conditions. If Contractor encounters unanticipated conditions or structural features, not reasonably ascertainable upon such inspection or testing as was allowed by Customer, Contractor will so advise Customer, and the parties will work out a mutually acceptable adjustment to the Work, the Contract Price, and the time of completion prior to continuation of the work.

C. Asbestos, Lead, Mold and PCB. Contractor specifically excludes the abatement of any hazardous material, including but not limited to asbestos, lead, mold or polychlorinated biphenyl ("PCB"). Customer warrants that the Work will not expose Contractor's workers or any other persons to contact with or exposure to such substances. If Contractor encounters material reasonably believed to be asbestos, lead mold or PCB or other hazardous substance which has not been rendered harmless, Contractor shall immediately stop Work in the area affected and report the condition to the Customer. The Work in the affected area shall not thereafter be resumed except by written agreement of the Customer and Contractor. The Work in the affected area shall be resumed in the absence of such hazardous substance, or when it has been rendered harmless and so agreed in writing by the Customer and Contractor. All cost of testing for, removal of, or to render asbestos, lead, mold or PCB harmless, shall be born by Customer.

9. DEFAULT BY CUSTOMER. If Customer fails, or is unable for any reason, to make any payment when due, or prevents Contractor from completing its Work in a timely and uninterrupted manner, or fails to comply with any term, condition or provision of this Contract, Contractor may resort to any remedy available to it by this Contract, or by law.

10. REMEDIES OF CONTRACTOR. In case of any default by Customer, including but not limited to failure to make timely payment, Contractor may, after reasonable notice and opportunity to cure, which need not exceed seven (7) days; (a) suspend all work at the site (b) demand payment of the contract price, less a sum equal to Contractor's cost of any labor and materials not yet furnished or ordered , (c) remove its equipment and any unused material from the Premises, (d) terminate the contract and demand payments referred to in item (b) above and, (e) pursue such other or additional remedies as may be provided by law.

11. DISPUTE RESOLUTION. The parties shall attempt to resolve disputes between themselves, using more senior officials of their respective organizations if necessary, and prior to the institution of any legal action, they agree to meet with a mutually agreeable or, upon mutual application, court appointed mediator for a minimum of one five hour session. In any such dispute resolution, each party shall bear their own expenses. In the event of any legal action to enforce the terms of this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees from the other.

12. HOURS OF WORK. Contractor is obligated to perform the Work only during its regular working hours and has no responsibility to work beyond such regular hours. All time beyond regular hours which is required by Customer shall be paid for by Customer in addition to the contract price, at applicable premium rates of pay.

13. ENTIRE AGREEMENT. This Contract constitutes the entire agreement between the parties. No representations, statements, correspondence or discussions between Contractor and Customer or Customer's Representative shall be a part of this Contract unless specifically referred to in this Contract.

14. MODIFICATION. No waiver, alteration or modification of the terms and conditions of this Contract shall be binding unless said waiver, alteration or modification be in writing and signed by a duly authorized representative of each party.

INSURANCE ADDENDUM WITH ADDITIONAL INSURED STATUS
Indicating Insurance Carried by
Western Specialty Contractors ("Contractor")
and incorporated into its Proposal Submitted to
The Veridus Group - MASTER ("Customer")
Project: ***West Lafayette Public Library – Parking Garage Mai***

Contractor maintains, and shall maintain, insurance coverage substantially as outlined below, throughout the life of the Project (shown above) which is the subject of the Proposal, Bid, Contract or Subcontract to which this Addendum is attached. Any contract or subcontract entered into is qualified to include this coverage, exclusive of any other insurance requirements.

WORKERS' COMPENSATION coverage is maintained in all states where Contractor operates, including the state in which the project which is the subject of this proposal or bid is located. Employer's Liability coverage is also included with limits up to $1,000,000. Stop gap coverage is provided in monopolistic states: ND, OH, WA, WY.

Carrier: **The Travelers Indemnity Company of America / Travelers Property Casualty Company of America**

GENERAL LIABILITY coverage is written on the Travelers Commercial General Liability Policy Form CG T1 00 which includes the following:

Carrier: **Travelers Property Casualty Company of America**

COVERAGES		POLICY LIMITS
• Bodily Injury	General Aggregate ⊕	$4,000,000
• Broad Form Property Damage	Products Completed Operations Aggregate	$4,000,000
• Premises/Operations	Personal and Adv. Injury	$2,000,000
• Products/Completed Operations	Each Occurrence	$2,000,000
• Contractual Liability	Fire Damage (Any one fire)	$500,000
• Medical Payments	Medical Exp. (Any one person)	$10,000
• Fire Damage Legal Liability		
• Personal and Advertising Injury		
• Independent Contractor's Liability		
• Coverage for Explosion, Collapse, and Underground		
• Separation of Insureds/Severability of Interest	⊕ General Aggregate applies per project.	

The General Liability Policy contains an exclusion for claims arising in whole or in part out of the presence of fungi or bacteria in a building or structure.

ADDITIONAL INSURED -- Contractor will provide additional insured coverage to the Customer named above The Veridus Group - MASTER
using ISO Additional Insured Endorsement CG 20 10 04 13 or its equivalent, but only for vicarious liability for bodily injury and/or property damage caused by the negligent acts or omissions of Contractor, its employees and subcontractors, in connection with its ongoing operations at the project site.

AUTOMOBILE LIABILITY coverage is carried in all states consistent with or greater than statutory requirements.

Carrier: **Travelers Property Casualty Company of America**
Combined Single Limit: $2,000,000

A 30 day notice of cancellation provision is included under our policies.

Coverage and limits will be certified through a standard form Certificate of Insurance issued to Customer or through a Memorandum of Insurance upon Execution of Contract.

The structures involved in this project do not contain any EIFS (Exterior Insulation and Finish System). Contractor's insurance program is written on a nationwide basis for all its locations, and not on an individual project basis. Any requests for deviations from standard coverage must be requested in writing, prior to Contract execution. Contractor reserves the right to review any Consolidated or Controlled Insurance Program prior to agreeing to enroll, and to increase its price to cover additional insurance requests.

Initials: _____ / _____

September 12, 2022

West Lafayette Public Library
West Lafayette, IN

Re: Garage Maintenance and Repairs

Attn: Mr. Scott Senefeld, Veridus Group

THE NEW GROUP, INC.
A Tradition of NEW Ideas Since 1953

Scott,

I would like to thank you for the opportunity to bid this project. Per your direction and visual inspection of the garage, NEW recommends the following for your consideration.

The NEW Group proposes to provide labor, material, and equipment to complete the following work items for the stated sum(s) and unit prices.

Base Bid Work Items:

1. **Traffic Membrane Removal and Replacement – Level 3 Base Bid (19,920 SF)**
    a. Remove existing coating to bare concrete
    b. Shotblast all concrete areas to receive traffic coating
    c. Install urethane primer coat
    d. Install urethane base coat
    e. Install urethane intermediate coat with flint aggregate broadcast
    f. Install urethane topcoat with flint aggregate broadcast

    Base bid price to complete aforementioned work is $149,400.00 or $7.50 / SF

2. **Traffic Deck Striping – Level 3**
    a. Install 2 coats of Fast-Set traffic marking paint
        i. Match existing layout

    Base bid price to complete aforementioned work is $3,000.00

3. **Top of Wall Coating – Level 3 (730 SF)**
    a. Remove existing coating where present to bare concrete
    b. Mechanically grind all concrete areas to receive traffic coating
    c. Install urethane primer coat
    d. Install urethane base coat
    e. Install urethane topcoat

    Base bid price to complete aforementioned work is $6,570.00 or $9.00 / SF

4. **Deck Joint Repairs – Levels 1 through 2 (425 LF)**
    a. Remove existing joint sealant
    b. Mechanically grind all concrete to receive new joint sealant
    c. Install new backer rod
    d. Install new urethane joint sealant

    Base bid price to complete aforementioned work is $6,375.00 or $15.00 / LF

5. **Deck Joint Repairs – Level 3 (2,000 LF)**
    a. Remove existing joint sealant
    b. Mechanically grind all concrete to receive new joint sealant
    c. Install new backer rod
    d. Install new urethane joint sealant
    e. * note if all traffic coating removed, this will be a must to perform

    Base bid price to complete aforementioned work is $28,000.00 or $14.00 / LF

6. **Traffic Membrane Joint Repair – Level 3 (425 LF)**
    a. Remove existing coating to bare concrete
    b. Shotblast all concrete areas to receive traffic coating
    c. Install urethane primer coat
    d. Install urethane base coat
    e. Install urethane intermediate coat with flint aggregate broadcast
    f. Install urethane topcoat with flint aggregate broadcast

7. **Perimeter Caulking – Level 3 (705 LF)**
    a. Remove existing joint sealant
    b. Mechanically grind all concrete to receive new joint sealant
    c. Install new backer rod
    d. Install new urethane joint sealant

    Base bid price to complete aforementioned work is $9,870 or $14.00 / LF

8. **Column Caulk Repair – Level 3 (150 LF)**
    a. Remove existing joint sealant
    b. Mechanically grind all concrete to receive new joint sealant
    c. Install new backer rod
    d. Install new urethane joint sealant

    Base bid price to complete aforementioned work is $2,250.00 or $15.00 / LF

9. **Surface Repairs – Level 3 (1,000 SF)**
    a. Sound existing concrete deck
    b. Remove deteriorated concrete
    c. Mechanically prepare areas to receive patching material
    d. Install supplemental reinforcement as needed
    e. Install corrosion inhibitor
    f. Install cementitious patching material
    g. Install curing agent

    Base bid price to complete aforementioned work is $149,000.00 or $149.00 / SF

10. Surface Spall Repair and Membrane Patch – Level 1 through 3 (250 SF)

a. Sound existing concrete deck
b. Remove deteriorated concrete
c. Mechanically prepare areas to receive patching material
d. Install supplemental reinforcement as needed
e. Install corrosion inhibitor
f. Install cementitious patching material
g. Install curing agent
h. Shotblast all concrete areas to receive traffic coating
i. Install urethane primer coat
j. Install urethane base coat
k. Install urethane intermediate coat with flint aggregate broadcast
l. Install urethane topcoat with flint aggregate broadcast

Base bid price to complete aforementioned work is $48,750.00 or $195.00 / SF

11. Stairwell Rehabilitation - 2 EA Level 1 through 3

a. No work included for this section
    i. All onsite conditions appear to be in good shape with minimal to no work needed. If owner would like to see repairs made, please provide more direction.

12. Stairwell Annual Cleaning and Decontamination – 2 EA Level 1 through 3

a. Hot pressure wash stairs and adjacent concrete
b. Spray areas down with decontamination agent
c. Final rinse with clean water

Base bid price to complete aforementioned work is $6,000.00 or $3,000.00 / EA

13. General Conditions for All Work Items – 1 EA Lump Sum

a. Provide all hand tools, vacuums, filters, grinders, generators, general sundries, forklift, fuel, etc.
b. Provide all traffic control
c. Provide mobilizations and demobilizations
d. Provide jobsite dedicated foreman
e. Provide 1 port-a-let for duration of project

Base bid price to complete aforementioned work is $49,000.00

Alternate Bid Work Items:

1. **Traffic Membrane Refreshment – Level 3 Voluntary Alternate (19,920 SF)**
    a. Perform pull off adhesion testing on existing coating
    b. Shotblast all concrete areas to receive traffic coating
    c. Install urethane primer coat
    d. Install urethane intermediate coat with flint aggregate broadcast
    e. Install urethane topcoat with flint aggregate broadcast
        i. *If coating does not pass adhesion testing, full removal and replacement required
        ii. *An estimated 2,000 SF of complete system replacement shall be assumed under the patching and coating unit price (shall be billed at $7.50 / SF unit price)

    Base bid price to complete aforementioned work is $69,720.00 or $3.50 / SF

2. **Silane Sealer and Striping – Level 2 (19,920 SF)**
    a. Shotblast all concrete areas to receive sealer
    b. Install 100% silane sealer
    c. Install 2 coats of Fast-Set traffic marking paint
        i. Match existing layout

    Base bid price to complete aforementioned work is $18,924.00 or $0.95 / SF

3. **Silane Sealer and Striping – Level 2 (19,920 SF)**
    a. Shotblast all concrete areas to receive sealer
    b. Install 100% silane sealer
    c. Install 2 coats of Fast-Set traffic marking paint
        i. Match existing layout

    Base bid price to complete aforementioned work is $18,924.00 or $0.95 / SF

General Clarifications:

i. Pricing excludes all winter weather conditions
ii. Pricing excludes all permit fees if needed
iii. All patches have been assumed at the topping slab depth only
    1. Full depth patching not included
ii. Pricing excludes all taxes

Should you have any questions, please do not hesitate to call.

Sincerely,

Matt Gaughan, Project Manager

EXPENSES	Updated 9 2022	2022 DLGF Approved Budgets	Transfer from "Equipment"
OPERATING FUND			
PAYROLL for the year	**$660,100**	**$589,700**	
Director	$90,700	$90,700	
Assistants	$389,500	$389,500	
Part time	$179,900	$109,500	$70,400
PERSONNEL/Employer costs	**$148,021**	**$121,099**	
Insurance : UHC& TASC (M)	$49,915	$42,000	$7,915
FICA and Medicare (M)	$46,207	$41,279	$4,928
Indiana Taxes/short term Unemployment insurance	$2,134	$2,134	
PERF (M)	$49,765	$35,686	$14,079
SUPPLIES	**$27,767**	**$16,000**	
Janitorial	$5,000	$5,000	
Office	$21,767	$10,000	$11,767
Vending	$100	$100	
Archival	$900	$900	
OTHER OPERATING	**$413,009**	**$263,200**	
Advertising	$1,000	$1,000	
Bank fees / Other	$0	$2,500	
Computer costs includes databases and eBooks	$30,000	$30,000	
Debt service/leasing / Other	$100	$100	
Dues	$28,000	$28,000	
Insurance: Property and Liability	$37,000	$37,000	
Insurance: Official bonds	$110	$110	
Legal Costs / Other	$1,000	$1,000	
Photocopier rental / Equipment rental	$3,500	$3,500	
Postage	$1,200	$1,200	
Professional	$2,500	$5,000	
Repairs/Maintenance	$55,809	$5,000	$50,809
Repairs for Garage	$5,000	$5,000	
Repairs & Maintenance - equipment	$0	$1,200	
Security system / Other	$590	$590	
Telephone and internet	$30,000	$30,000	
Travel / Travel professional meetings	$1,000	$1,000	
Travel expense	$1,000	$1,000	
Utilities - gas	$5,000	$2,000	$3,000
Utilities - electricity	$202,200	$100,000	$102,200
Utilities - water and waste disposal	$8,000	$8,000	
MATERIALS / minimum 8.0% of Operating Budget	**$91,700**	**$350,598**	
Land, Buildings	$0	$0	
Equipment	**$6,200**	**$265,098**	$0
Books : includes PDA	$65,000	$65,000	
Periodicals	$5,000	$5,000	
Audio Visuals	$15,000	$15,000	
Grant Expenses	$0	$0	
Electronics : see "Computers" above	$500	$500	
TOTAL OPERATING Expenses	**$1,340,597**	**$1,340,597**	$265,098
Rainy Day Funds needed	**TBD**		
Eucumbered Computer Funds from 2021	$7,635	$7,635	
TOAL with encumbered computer funds included	**$1,348,232**	**$1,348,232**	

BUDGETS for 2022

INCOME 2022	2022 DLGF Approved Budgets
Fines	na
Community Foundation Income	na
Copies	$1,000
Interest from bank accounts	$500
Proctoring	na
Parking	na
Vending	na
Property Taxes 2022	$883,444
Financial Taxes	$6,125
License Auto/Aircraft Excise Tax 6 27 estimate from DLGF	$25,831
State income including grants	$100
Local Income Tax	$228,616
CVET tax	$207
Refunds	na
Miscellaneous	$178,600
Donations	na
OPERATING FUND INCOME	**$1,324,423**

Balance from June 30 2022

TOTAL AVAILABLE for 2023, estimated

Prescribed by the Department of Local Government Finance
Approved by the State Board of Accounts

Budget Form No. 3 (Rev. 2019)
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NOTICE TO TAXPAYERS

The **Notice to Taxpayers is available online at** www.budgetnotices.in.gov or by calling (888) 739-9826.

Complete details of budget estimates by fund and/or department may be seen by visiting the office of this unit of government at **West Lafayette Public Library.**

Notice is hereby given to taxpayers of **WEST LAFAYETTE PUBLIC LIBRARY, Tippecanoe County**, Indiana that the proper officers of **West Lafayette Public Library** will conduct a public hearing on the year **2023** budget. Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objection petition with the proper officers of **West Lafayette Public Library** not more than seven days after the hearing. The objection petition must identify the provisions of the budget, tax rate, or tax levy to which taxpayers object. If a petition is filed, **West Lafayette Public Library** shall adopt with the budget a finding concerning the objections in the petition and testimony presented. Following the aforementioned hearing, the proper officers of **West Lafayette Public Library** will meet to adopt the following budget:

Public Hearing Date	Wednesday, September 14, 2022
Public Hearing Time	6:30 PM
Public Hearing Location	West Lafayette Public Library

Adoption Meeting Date	Wednesday, October 12, 2022
Adoption Meeting Time	6:30 PM
Adoption Meeting Location	208 West Columbia Street, WL IN 47906

Estimated Civil Max Levy	$928,985
Property Tax Cap Credit Estimate	$359,110

1 Fund Name	2 Budget Estimate	3 Maximum Estimated Funds to be Raised (including appeals and levies exempt from maximum levy limitations)	4 Excessive Levy Appeals	5 Current Tax Levy	6 Levy Percentage Difference (Column 3 / Column 5)
0061-RAINY DAY	$86,800	$5,000	$0	$0	
0101-GENERAL	$1,478,334	$928,980	$0	$883,444	5.15%
0180-DEBT SERVICE	$887,800	$860,000	$0	$850,246	1.15%
Totals	$2,452,934	$1,793,980	$0	$1,733,690	

BUDGETS for 2022 and 2023

Net Assessed valuation	$1,001,185,598	$922,175,243.00	108.6%

OPERATING FUND INCOME 2022 and 2023	Public Hearing 2023 Budgets	2023 Review w DLGF	2022 DLGF Approved Budgets
Property Taxes 2022	**$928,980**	**$928,985**	**$883,444**
Auto/Aircraft Excise Tax / 6 27 estimate from DLGF	$28,715	$28,715	$25,831
Local Income Tax 9/2 per DLGF website	$226,673	$148,600	$228,616
CVET tax	$406	$406	$207
Financial Taxes	$8,434	$8,434	$6,125
Copies	$1,000	$1,000	$1,000
Donations	$5,000	$5,000	$1,000
Fines	$2,500	$2,500	$12,000
Foundation income : dedicated fund interest distributions, A/	$15,000	$15,000	Not shown on AVC
Community Foundation Income	$10,000	$10,000	$10,000
Book Sale donated from Foundation income	$30,000	$30,000	Not shown on AVC
Interest from bank accounts	$500	$500	$500
Miscellaneous & voided checks	$140,000	$140,000	$139,600
Parking	$35,000	$15,000	$15,000
Proctoring	$2,000	$2,000	$1,000
State income including grants	$100	$100	$100
Vending	$0	$0	$0
OPERATING FUND INCOME	**$1,434,308**	**$1,336,240**	**$1,324,423**
DLGF approved / Expected Circuit Breaker	-$251,136	-$251,136	-$239,177
Income with Circuit Breaker deducted	**$1,183,172**	**$1,085,104**	**$1,085,246**
Balance from June 30 2022	**$377,761**		
TOTAL AVAILABLE for 2023, estimated	**$1,560,933**		
RAINY DAY FUND	**$5,000**		**$5,000**

Bond Fund	Possible 2023 Budgets	2023 Review w DLGF	2022 DLGF Approved Budgets
Property Taxes	**$860,000**		**$850,246**
Auto/Aircraft Excise Tax	**$25,000**		**$24,860**
CVET tax	**$200**		**$199**
Financial Taxes	**$6,000**		**$5,895**
TOTAL Bond Fund	**$891,200**		**$881,200**

	Proposed 2023 Budgets	From Rainy Day G&M Funds 2023	2022 DLGF Approved Budgets	
EXPENSES / Operating Fund				
PAYROLL	**$768,685**		**$589,700**	**130%**
Director	$95,235		$90,700	
Assistants	$418,450		$389,500	
Part time	$255,000		$109,500	
PERSONNEL/Employer costs	**$127,134**		**$121,099**	
Insurance : UHC& TASC (M)	$42,000		$42,000	
FICA and Medicare (M)	$45,000		$41,279	
Indiana Taxes/short term Unemployment insurance	$2,134		$2,134	
PERF (M)	$38,000		$35,686	
SUPPLIES	**$17,300**		**$16,000**	
Janitorial	$6,000		$5,000	
Office	$10,000	$10,000	$10,000	
Vending	$100		$100	
Archival	$1,200		$900	
OTHER OPERATING	**$463,715**		**$263,200**	
Advertising	$1,000		$1,000	
Bank fees / Other	$17,000		$2,500	
Computer costs includes databases and eBooks	$30,000		$30,000	
Debt service/leasing / Other	$100		$100	
Dues	$28,000		$28,000	
Insurance: Property and Liability	$38,000		$37,000	
Insurance: Official bonds	$125		$110	
Legal Costs / Other	$1,000		$1,000	
Photocopier rental / Equipment rental	$3,500		$3,500	
Postage	$1,200		$1,200	
Professional	$5,000		$5,000	
Repairs/Maintenance	$75,000	$21,420	$5,000	
Repairs for Garage	$25,000		$5,000	
Repairs & Maintenance - equipment	$1,200		$1,200	
Security system / Other	$590		$590	
Telephone and internet	$30,000		$30,000	
Travel / Travel professional meetings	$1,000		$1,000	
Travel expense	$1,000		$1,000	
Utilities - gas	$5,000		$2,000	
Utilities - electricity	$192,000		$100,000	
Utilities - water and waste disposal	$8,000		$8,000	
MATERIALS / minimum 8.0% of Operating Budget	**$101,500**		**$350,598**	
Land, Buildings	$0		$0	
Equipment	**$16,000**		**$265,098**	
Books : includes PDA	$65,000	$15,000	$65,000	
Periodicals	$5,000		$5,000	
Audio Visuals	$15,000	$5,000	$15,000	
Grant Expenses	$0		$0	
Electronics : see "Computers" above	$500		$500	
TOTAL OPERATING Expenses	**$1,478,334**	**$51,420**	**$1,340,597**	
Operating Budget allowable	**$1,478,334**			
EXPENSES/BOND FUND	**2023 Budgets**		**2022 Budgets**	
Bond Principal	$640,000		**$640,000**	
Bond Interest	$240,800		**$240,800**	
Miscellaneous	$7,000		**$9,200**	
TOTAL BUDGET	**$887,800**		**$890,000**	
EXPENSES/RAINY DAY FUND	**$86,800**		**$106,500**	
TOTAL of all tax supported funds	**$2,452,934**		**$2,337,097**	