I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 21, 2013

III. REPORTS BY THE DIRECTOR
   A. FINANCIAL REPORT
   B. SYSTEM REPORTS
   C. OTHER REPORTS
      1. GOODWOOD MAIN LIBRARY
      2. RIVER CENTER BRANCH LIBRARY

IV. OLD BUSINESS
   A. UPDATE ON THE COOPERATIVE ENDEAVOR AGREEMENT (CEA) AMENDMENT FOR THE
      BRANCH LIBRARY IN THE ROUZAN DEVELOPMENT – MR. TRAVIS WOODARD AND
      MR. SPENCER WATTS

V. NEW BUSINESS
   A. CONSIDERATION OF REQUEST BY BATON ROUGE METROPOLITAN AIRPORT/FAA FOR
      INSTALLATION OF WIND SHEAR MONITORING DEVICE AT SCOTLANDVILLE BRANCH
      LIBRARY – MR. JASON WILSON AND MR. GREG ACCARDO OF AIRPORT PROPERTIES
      DIVISION
   B. REQUEST BY FAMILY VALUES RESOURCE INSTITUTE TO ACQUIRE A PORTION OF THE
      SCOTLANDVILLE BRANCH LIBRARY PROPERTY – MR. SPENCER WATTS

VI. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

IN ACCORDANCE WITH THE BOARD’S PUBLIC COMMENT POLICY, ALL ITEMS ON WHICH
ACTION IS TO BE TAKEN ARE OPEN FOR PUBLIC COMMENT, AND COMMENTS AND
QUESTIONS MAY BE RECEIVED ON OTHER TOPICS REPORTED AT SUCH TIME AS THE
OPPORTUNITY IS ANNOUNCED BY THE PRESIDENT OF THE BOARD OR THE PERSON
CONDUCTING THE MEETING.
The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the Board Room of the BREC Administration Building at 6201 Florida Boulevard on April 18, 2013. Mr. Travis Woodard, President of the Board called the meeting to order at 4:05 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Charles P. “Chip” Boyles, II, Ms. Tanya Freeman, Mr. Jason Jacob, Ms. Kizzy Payton, and Ms. Melanie Way. Also in attendance were Mr. Spencer Watts, Library Director; Ms. Patricia Husband, Assistant Library Director of Branch Services; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Rhonda Pinsonat, Library Business Manager; Mr. Ronnie Pierce, Assistant Library Business Manager; Ms. Liz Zozulin, Executive Assistant to the Library Director; and Mr. Brian Thornhill, Library LAN Administrator. Captain Blair Nicholson of the East Baton Rouge Parish Sheriff’s Office; Mr. Leo D’Aubin, of the Parish Attorney’s Office; Mr. Greg Accardo, Property and Development Coordinator for the Baton Rouge Metropolitan Airport; Mr. Glen Jarrell, Project Manager for the Rouzan Development; and Dr. Charles R. Thomas, III, Director of Family Values Resource Institute, Inc. were also present. Mr. Faimon Roberts, III, reporter with The Advocate, and Mr. Frank Hillyard, videographer for Metro 21 also attended along with several people from the community.

Mr. Woodard asked Ms. Zozulin to take the roll which she did. He then asked for the approval of the minutes of the regular meeting of the Library Board on March 21, 2013. The minutes of the meeting were unanimously approved on a motion by Ms. Freeman, seconded by Mr. Boyles.

Reports by the Director

A. Financial Reports

Mr. Woodard asked Mr. Watts to make his reports. Mr. Watts then asked Ms. Pinsonat to present the financial reports. Ms. Pinsonat said that the Statement of Revenues, Expenditures, and Encumbrances as of March 31, 2013 show operating expenditures of $6,317,087.18 or 15.84% of the operating budget. Through March, the Library should have spent no more than 25% of the operating budget. Cash collections from property taxes for 2013 continue to remain positive, as the Library is now $695,000 and 1.95% above the same four months in 2012.

B. System Reports

Ms. Stein then presented the system reports. She gave her PowerPoint presentation, Around the Parish in 90 Seconds which included the months of March and April. The following were some of the highlights:
Chautauqua actor, Bob Gleason, portrayed Edgar Allen Poe on March 22nd in downtown Baton Rouge strolling in Town Square and the surrounding area and interacting with about 300 citizens of all ages.

Redemptorist High School students visited the Central Branch Library for a Poe read-in at the Central Branch Library.

On April 13th the Bluebonnet Regional Branch Library celebrated its 20th Anniversary with music, food, coloring bluebonnets and free tours of the neighboring Bluebonnet swamp.

At the Main Library in Children’s Services, the various tradesmen working with Milton J. Womack Contractors demonstrated how they do their work to build the new Main Library.

Ms. Yvonne Byrd, Children’s Librarian at the Greenwell Springs Road Regional Branch Library read to children from the Children’s Charter School.

The Fairwood Branch Library has been opened for almost one month with a gate count of about 9,000 people and approximately 11,000 books checked out already.

Coming very soon to the Library is the 3M Cloud with eBooks to download and enjoy. The 3M Cloud will feature eBooks from Simon and Schuster, Penguin and Hachette Publishers downloadable to devices such as Nooks, Sony eReaders, iPads, iPhones and Androids.

Fairwood Branch patrons are using the drive-thru window, the first for the Library system and loving it. Adults are enjoying the quiet study room, and the teens like the teen collaborative study room and the teen study and work space.

Ms. Stein then told the Board that the Library staff is getting ready for the Summer Reading Program which begins the third week in May when school closes for the summer. Ms. Freeman asked her what type of event is being planned for the new Fairwood Branch to encourage children to come to the new library during the summer. She noted that the Fairwood Branch is located in her neighborhood and residents are asking her about the programs. Ms. Stein replied that Ms. Lauren Tomlin, Fairwood Branch Head and the Children’s Services staff are contacting churches and schools in the area to make them aware of the activities for children during the summer. There will be a kick-off event to begin the program. The caterpillar and insect motif in the Children’s Room will be a theme for much of the graphics used in that branch.

Ms. Payton asked what the general plans are for this year’s Summer Reading Program. Ms. Stein said she will give a detailed list of activities at next month’s Board meeting. However, she added that the Library has contracted again with many of the popular groups that perform and present at the Library every summer along with some new groups. Of note is that the Louisiana Arts & Science Museum’s Discovery Dome will return this summer. Ms. Stein said they will send the Board information about the summer events when the calendar is published on May 1st.
Ms. Stein then spoke about the Fairwood Branch Library. She said they are issuing hundreds of new library cards and are welcoming new patrons to the Library system from the Fairwood area. A few patrons from the Greenwell Springs Road Regional Branch are checking out materials from Fairwood. She added that part of this activity is due to the fact that Fairwood is a new building with new materials that are ready for check-out. However, generally Fairwood is not “stealing” patrons from other branches. Computer use in this branch is very high and teens are using both the teen collaborative study room and the teen study and work space. After school several teens can be found in these rooms until the Library closes. Ms. Stein noted that this indicates that they have successfully provided a space for teens that these patrons want and are using. She concluded her remarks by saying that as the adults use the meeting rooms for their activities this will draw in new patrons also.

C. Other Reports

Mr. Watts then announced that Ms. Husband will give a report about the Main Library construction schedule. Then he will report on the building projects, followed by Ms. Husband’s maintenance report for the various facilities. Ms. Husband referred the Board to the construction status report noting that 23 days have been added to the completion date for Phase 1. These additional days were approved because of the excessive days of rain. The current completion date for Phase 1 is now August 24, 2013. The estimated final completion date for the entire project is March 22, 2014. These dates are subject to revision due to weather, unforeseen issues or changes. At this point 80.66% of the construction days for Phase 1 have elapsed, and 68.29% of the entire project days have elapsed.

Mr. Watts then talked about the Main Library project. He said activity levels at the site are high, and many of the tasks appear to be on an accelerated track. Across a wide area the masonry work has been completed. Mr. Watts added that the efflorescent haze that he noticed on the brick walls is being removed with a gentle acidic compound brush wash. This method is far superior to pressure washing. This is an example of the high quality work that the contractor is doing.

Interior work is progressing well with sheetrock going up on the second floor, followed by taping and floating. Mr. Watts gave an example of the level of quality control on this project. He said that the gypsum board installers had proceeded too quickly before the spraying of the insulation in one area. This error was noted and will be corrected by removing a board to apply the insulation. Mr. Watts said on a busy project with a number of subcontractors working, these mistakes can happen, but the oversight on this site is very good.

He mentioned that the column covers are being installed, conduit work is in an advanced stage as is the ductwork and the sprinkler system piping. He said the first floor is very well defined. Extensive ceiling grid installation is taking place on the first floor with a number of curved recesses being placed in the Children’s Room.

Mr. Watts discussed the exterior of the building explaining that the zinc wall panels are up in numerous areas, and the overall exterior design scheme is increasingly becoming more apparent.
The large north side curtain wall has been completed for some time, and now the curtain wall in other areas is moving forward including the east side where the main entrance is located.

He added that a keying meeting has been scheduled for later this month. The MultiVista photographic documentation service contract has been extended to the end of the project by the Metropolitan Council.

Mr. Watts said that there have been some problems. He mentioned the furniture bid process noting that the City-Parish Department of Public Works (DPW) and the Purchasing Department met and corrected the technicalities which voided the first round of bids. A new bid package was issued with a scheduled opening date of April 25th. However, one of the vendors complained about the degree to which specific manufacturers for certain items were used without allowing substitutions. Even though a rigorous review and sample testing process resulted in these choices, Purchasing ruled that substitutes would be allowed for some chairs. The Library agreed to this request, but only with the provision that samples be provided for testing and acceptance as to suitability. Mr. Watts said they received six sample chairs on Tuesday afternoon which they are testing for functionality, comfort, capacity, aesthetics and durability. However, the shortened review time will not allow for the kind of endurance testing the Library would have preferred. The contract contains a specific provision allowing the architect the right to reject substitutes or alternates.

Mr. Watts noted that they had a problem with the compact high density shelving. The vendor made inaccurate measurements for the compact shelving. Due to wiring and switches in the wall, his solution was to reduce the shelving by about 8% offering the Library a credit of 2%. This loss of capacity was not acceptable, but because this shelving is in a non-public area aesthetics are less important. The architects and Library staff devised a better solution involving a staggered anchor in a wall recess. This resulted in a loss of only 168 lineal feet of storage as opposed to a reduction of almost 1,500 lineal feet. The staff and the architect are to be commended for finding an acceptable solution to this issue.

Mr. Watts then talked about the north courtyard which was an element added late in the design phase of the project. There are three doors going out into the north courtyard which raised concerns for security. The Library staff met with DPW and the architects this afternoon and a good solution was found. General entry into the courtyard will normally be to limited to the entrance located at the magazine and periodical area. Entry by way of the Children’s Room and the Teen area will be restricted to special events. However, all three doors will serve as emergency exits. The architects will draw up plans with fencing and gates which will be similar to the Fairwood Branch reading porch, but encompass a larger area. Mr. Watts noted that it is extremely important that they have tight control over that area for the safety of children and to prevent unregulated access by the public from that side of the park into the building. He added that security and control must be maintained through the single main public entrance into the building. He also said they will need to add the cost of the fencing and gates to the project, but they will save approximately $30,000 on hardware for article security devices at each door.

Mr. Watts told the Board that the contractors have experienced some issues with the trenching for the drainage lines on the north side of the building. The architects are working on a solution
in order to preserve existing mature oak trees. There was also a minor delay in pouring the slab for the meeting room due to electrical line routing concerns. The concrete pour for the lobby has been completed which is good news.

Mr. Watts said the last item to report on for the Main Library was the LEED certification process. Not all of the commissioning credit elements were assigned to a responsible party. Those elements were reviewed by the architects and DPW. They agreed on 12 of the assignments to be covered under the existing contract except for the day lighting credits. A satisfactory solution has now been found for this also. Mr. Watts concluded his remarks on the Main Library project by saying that much activity is going on and it appears that the building will be completed in a timely manner.

He then gave the Board an update on the River Center Branch project. He said on April 3rd they had a decent turnout, although not an overwhelming one at the public meeting for the design of the River Center Branch Library. He noted that he counted 67 people in attendance, and they received 64 documented comments from the process. Mr. Watts added that they placed the concept rough schematic designs on the Library website. As of Monday, April 15th they had received over 1,000 logins to view the plans with this number increasing daily. Not everyone who views the documents is commenting. He added that the comments at the open house were primarily positive, although people did have additional ideas and concerns. Some of the same concepts and issues were expressed by several of those attending, and some of the comments will have an impact on the continuing design process.

The following were some of the expressed concerns:

- Front of the building facing North Boulevard.
- The need for the front façade and entrance to be dramatic, bold and make a statement.
- Greater flexibility for the meeting rooms on the fourth floor.
- More of the meeting room and lobby/hall space integrated with the large meeting room and terrace to provide a larger, more flowing space for big events.
- Need for a service elevator.
- Multiple uses for the video conference room.
- Various ideas about additional functions and services and collaborative efforts in the café, a gift shop, a Culinary Hall of Fame, technology partnerships, public/digitized/broadcast art.

Mr. Watts noted that parking was mentioned as an issue. He said a surprising number that commented on the parking said they would not make that their main concern for comment. People tended to focus on elements of the building design and on specific internal features. There were many positive comments on the overall flexibility of the space and for the incorporation of new and technological service elements.

Mr. Watts then said that in regard to the online survey, many comments are about issues that could be easily addressed at the open house, but appear to be a problem with the rough drawings that are currently posted. An example is the difficulty in finding the rest rooms on the second and third floors which has led some to think that rest rooms were omitted on these floors. Mr.
Watts added that there are a few more negative remarks on-line than there were at the public meeting. He also said that the comments, observations and ideas they have received from the public are appreciated and will assist the staff and design team as they work on follow-up meetings. Continuing input has provided the architects with new observations, one of which is that the circulation desk needs to be better positioned for observation of the entrance and for greeting patrons. He noted that the Library will continue to take survey feedback through the end of April.

Mr. Watts said that the only other comment he would like to make about the River Center Branch Library project is in regard to the mechanical infrastructure. He said most of the mechanical infrastructure is currently off-site at a centralized area for the entire metro complex. They would like to continue this arrangement in the new building because they do not have enough room for this infrastructure in the new facility. He added that the architects worked through some of the details with DPW, so it seems like this issue will be resolved.

Ms. Freeman then asked Mr. Watts about the open house and the number of people who attended. She wondered if that would be the only time the public would be surveyed for their input and if the approximately 65 people who attended were a good public representation. Mr. Watts replied that the number of attendees was not particularly poor. He added that in the past he has had as few as 25 people participate in this type of event. He would have liked to have had more. He said when there are 100 to 200 people in attendance the event can often generate some very heated discussions, which in turn can diminish constructive feedback. He noted that they had high quality interaction among the public, the architects and the staff at the open house.

Ms. Freeman then asked Mr. Watts if the format they used gave the public enough opportunity to express their ideas in an innovative way in which they were really heard. Mr. Watts replied that he heard two people say they did not like the format. Ms. Freeman said she heard the same comment. Mr. Watts added that he spoke to about 15 to 18 people who said they liked the process because they could have a one-on-one discussion with the architects and staff. He said the rest of the public did not make a comment about the process, but were more focused on the actual design elements.

Mr. Watts asked if there were any further questions about the Main Library or the River Center Branch projects. There were none, so he asked Ms. Husband to give the maintenance report.

Ms. Husband reported that the main focus this past month has been on preventive maintenance of the HVAC systems. Since March and April are temperate months, the facilities staff prepare for the hot summer months by checking chillers and air handlers in the Library buildings.

She then discussed specific branch maintenance activities. At the Baker Branch Library the facilities staff completed interior and exterior lighting preventive maintenance. At the Carver, Central, Eden Park, Pride-Chaneyville, River Center Branches and the Main Library the staff worked on interior lighting maintenance. Ms. Husband noted that they budgeted this year for the replacement of exterior lighting at the Bluebonnet Regional Branch. She added that last year they replaced the exterior lights at the Jones Creek Regional Branch with LED lights which were
very effective. Based on this experience the Library is planning to replace exterior lighting in other branches.

Ms. Husband reported that we repainted the meeting room at the Central Branch. She announced that additional work on the flooring project at the Delmont Gardens Branch Library had to be done, but now the project is completed. She noted that the feedback from the patrons at this branch has been positive. She also said that they are working with City-Parish Purchasing to replace the entrance doors at the Greenwell Springs Regional Branch Library with sliding doors. The goal is to replace the entrance doors at all of the branches with sliding doors which are user-friendly for patrons and staff. She also said that they replaced a bad compressor and a water cooler at the Zachary Branch Library. Ms. Husband mentioned that they plan to replace flooring this year at the Greenwell Springs Regional Branch and the Scotlandville Branch Libraries.

Mr. Woodard asked if there were any public comments on the Director’s reports. There being none, he proceeded to Old Business.

**Old Business**

A. **Update on the Cooperative Endeavor Agreement (CEA) for the Branch Library in the Rouzan Development – Mr. Travis Woodard and Mr. Spencer Watts**

Mr. Woodard read Item A. Mr. Woodard asked Mr. Leo D’Aubin of the Parish Attorney’s Office to give an update on the negotiations since last month’s Board meeting. Mr. D’Aubin replied that most of their time this last month has been in discussions with engineers in order to confirm details so that they will know precisely what they can expect, and 2590 Associates will know exactly what they will need to build. Mr. D’Aubin said they have completed this portion of their work. He believes that they have the details now so that they can produce an accurate CEA. He added they are also producing a time line of when to expect progress.

Mr. Woodard asked when they could expect to have a final agreement. Mr. D’Aubin replied by the next Board meeting. He had hoped to have it today, but the discussions with the engineers took longer than he had estimated. Mr. Woodard then asked if the details are finalized now or if there are still some loose ends to which Mr. D’Aubin said he thinks the details are finalized. He added that the engineers met on Tuesday and reviewed all of the items for the last time. Mr. D’Aubin said he wanted it noted that the engineers working for 2590 Associates have been very cooperative and available.

Mr. Woodard then said that 2590 Associates has reported that they have begun working on the infrastructure and that they have a 270 day timeline to complete it. He added that at the last Board meeting Mr. Tommy Spinosa, Jr. of 2590 Associates said that they had to stop the infrastructure work because gas service needed to be turned off in one of the houses that needs to be demolished, and Entergy was not able to do this in a timely manner. Mr. Woodard asked for an update on this issue. Mr. D’Aubin said he spoke to Mr. Glen Jarrell, Project Manager for the Rouzan Development. Mr. Jarrell received a letter from Entergy documenting why Entergy has postponed turning off gas service on several dates. Entergy now states that they will disconnect
Mr. Bardwell said in prior discussions it was stated that 2590 Associates would need to get the approval of the Planning Commission for the relocation of the parking lot. Mr. Bardwell asked Mr. D’Aubin if it has been decided that 2590 Associates needs this approval and if so, has it been scheduled with the Planning Commission? Mr. D’Aubin replied that they do need the approval of the Planning Commission. Mr. D’Aubin then asked Mr. Jarrell to give the Board an update. Mr. Jarrell said they do need to get the approval of the Planning Commission. They are hoping to meet the May 9th application deadline. He added not only are they requesting approval of the parking lot, but also the parking garage and another building. He also said that architects and engineers are working on the drawings that must be submitted. Mr. Jarrell noted that if they miss the May deadline, they should be able to meet the June 6th deadline. The Planning Commission meeting would then be on July 15th. He noted that the parking lot construction is not scheduled until October 2013 as per the timeline they submitted to the Library. Mr. Jarrell concluded that there should be no deadline issues with the parking lot.

Mr. Bardwell then asked about the Planning Commission dates and the items needing to be approved. Mr. Jarrell reviewed the application deadline dates and the meeting dates. Mr. Woodard said that 2590 Associates is seeking the approval of a parking garage and an additional building. He asked why these needed Planning Commission approval. Mr. Jarrell said they wanted to get the approval for the three structures at the same time rather than seeking approval of each item at different times. Mr. Woodard asked if the building and the parking garage are included in the final development plan on file with the Planning Commission. Mr. Jarrell replied that the overall TND shows these structures, but these have not been approved for this phase of the development. He added that for each phase they must get approval by the Planning Commission. Mr. Bardwell then asked when this would go before the Metropolitan Council. Mr. Jarrell replied that the plans do not need Council approval.

Mr. Bardwell then asked if DPW would approve the Library’s building construction program and advertise for bids for a contractor before 2590 Associates application is approved by the Planning Commission. Mr. Woodard responded that it is his understanding that the Library’s construction project will not go out for bids until the infrastructure at Rouzan as defined in the CEA is completed.

Ms. Way then asked if the CEA is completed and signed by the next Library Board meeting, on what date would the infrastructure be completed? Mr. D’Aubin replied that the commencement of the timeline was February 19th, the date of the notice to proceed on the infrastructure construction. The completion of the infrastructure is scheduled for November 15, 2013. Ms. Way said that date has not changed from last month’s update to which Mr. D’Aubin agreed.

Mr. Woodard asked if the end date on the timeline would be extended because of the delays by Entergy in turning off the gas service. Mr. Jarrell said that is possible, although his goal is to meet the November 15th end date. He added that the contractor would be allowed extra days if needed because of the delays by Entergy.
Ms. Freeman then asked Mr. Watts if it would be possible to put some slides on the Library’s website illustrating the history along with dates and the status of this project. She said she would also like a sequence of events so that the public would be informed. Ms. Freeman said the Board is being asked about the delays implying that the Library Board is at fault. Mr. Watts replied that this would be possible. He said that once they create the document for the website and before it goes live they could ask the Board members to review it to be sure it fulfills their request. Ms. Freeman added that she wants it kept simple, and wants the donation mentioned. She said that people are focusing on several details rather than looking at the big picture. Mr. Watts said they could emphasize the positive aspects of this project. Ms. Payton then added that they may not need slides, but rather the timeline showing where they have been, where they are going and the steps to be taken to complete the project. She added that with such an illustration, the public would know the details. Ms. Freeman said people are comparing the Rouzan project with the Fairwood project. They wonder why the Fairwood Branch Library was built rather quickly while the Rouzan Branch Library has not had a groundbreaking yet. Mr. Bardwell said that the timeline would be a good way to start. Ms. Payton said they could put a timeline on the website for the Main Library also. She added that they already have documents on the website, but possibly the timelines would explain the details of each of the projects. Ms. Stein replied that this information is on the website. Ms. Freeman said there is a lot of information on the website, but it is not always clear. She wants what is posted to show the reality of what is going on so that the perception by the public on the project will be positive.

Mr. Woodard asked if there were any more comments or questions by the Board. Mr. Boyles said as a new Board member he is coming to the Board late in the discussions about the Rouzan Branch Library. He noted that since plans need to go before a government agency like the Planning Commission there is the risk that the plans will not be approved, or could be delayed. He wondered if it would be appropriate to look at other sites for the branch library in the event that some of the variables for the Rouzan site do not work out. Mr. Boyles said if the staff has not already looked at other locations, he would like to suggest that they investigate other sites. He added that at this point they should not hire engineers or spend money on this effort. He said it would be part of the Board’s due diligence to have an alternate site to consider. Mr. Boyles said he would like to hear the opinions of the other Board members to his suggestion.

Mr. Woodard agreed with Mr. Boyles and he asked Mr. Watts to meet with DPW to determine what the site requirements would be. He added it would simply be a cursory investigation of possible sites in south Baton Rouge. Mr. Woodard added that it would be wise to have an alternate site. Mr. Watts replied that they can do this investigation. He did note that they can review the Library Board subcommittee work that was done previously to identify sites which had been previously considered. He added that everyone needs to remember that it is difficult to find sites in this part of Baton Rouge that will meet the appraisal guidelines of the City. Mr. Boyles then said that one of the elements of this exercise would be the education of the public so that they would understand that it is not so simple to find another site for the branch library. It could be the research to show how costly it would be to build a branch outside of the Rouzan development. Ms. Freeman said that this process would explain why the Board is waiting for the Rouzan site. Ms. Freeman and Ms. Way both said they liked Mr. Boyles’ suggestion.
Ms. Payton asked if Mr. Boyles’ suggestion needs to be made into a motion approved by the Board. Mr. Woodard said he thought the Board could simply instruct Mr. Watts to look for sites without a motion. Ms. Freeman said she agreed with Mr. Woodard because the staff is being asked to investigate, but the Board is still committed to the Rouzan site. Ms. Payton replied that she is not necessarily in agreement with this instruction because it does not show Board support for the Rouzan location. She added she understands wanting to have a contingency plan. But she still thinks it shows that as a Board they are not supporting the plan to which they have committed the Library. Ms. Freeman said she thought all of the Board members are in agreement because they all want the Rouzan site to work out. Ms. Way agreed saying they want Rouzan to work, but they must look at the history of the project. Given the overall situation, she felt reviewing other potential sites makes sense. Mr. Woodard then asked Mr. D’Aubin as the counsel to the Board, if a motion as a formal agenda item is required for this investigation. Mr. D’Aubin replied that if the Board is simply asking the staff to investigate possible sites, he does not believe it needs to be in the form of motion. Mr. Watts said the staff is very receptive of the Board’s instruction and will do what the Board has requested.

Mr. Woodard asked for comments from the public. Mrs. Gayle Smith, a member of the public, said Ms. Freeman made a good comment about the Fairwood Branch being planned, built and opened already. She said she has been following the Rouzan project for seven years. She added they are now discussing parking, gas, and sewage at the site. Ms. Smith said she was hopeful when Mr. Woodard gave a deadline to Mr. Spinosa regarding the Rouzan project. But she said they now have another extension of the deadline. She added that looking for other property is a good idea. She suggested the new Lee High School campus. Ms. Freeman replied that they will consider that site.

Ms. Kathy Wascom, another member of the public, said the Rouzan Branch Library and the new Lee High School are close to her home. She is looking forward to the branch library in Rouzan. Over the years the Library looked at various pieces of land to purchase for a branch. Then there was another property donation in a wetlands area. The project was delayed for some time as the Board considered which property to build on. Ms. Wascom said she just heard today that the old Lee High will be demolished starting on May 22, 2013 in order to build a new magnet school there. She noted that Glasgow Middle School is nearby. She would like the programming at the Rouzan Branch Library to be formulated with both those schools in mind.

Mr. Woodard asked if there any other comments from the public. There being none, Mr. Woodard proceeded to New Business.

New Business

A. Consideration of Request by Baton Rouge Metropolitan Airport/FAA for Installation of Wind Shear Monitoring Device at Scotlandville Branch Library – Mr. Jason Wilson and Mr. Greg Accardo of Airport Properties Division

Mr. Woodard read Item A. Mr. Greg Accardo, Property and Development Coordinator for the Baton Rouge Airport, spoke. He referred the Board to the photos they received of a wind shear
Mr. Accardo said they wanted to start the process by answering the Board’s questions. The FAA will then present a Memorandum of Understanding (MOU) to the Parish Attorney.

Mr. Woodard asked about the size of the device. Mr. Accardo replied that he did not have the exact measurements, but the height is shorter than a cell tower and about the height of the light poles on the interstate. He said the device is very unassuming and almost unnoticeable. The fenced in area required is 20’ x 20’. He added that the device is connected to an electrical source.

Ms. Freeman asked what was the purpose of the device. Mr. Accardo said it is a wind shear detector. He cited a plane that crashed taking off during a thunderstorm at the Armstrong Airport in Kenner in 1981. The plane literally fell out of the sky because when it took off it encountered wind shear. He added that the downdraft from a super cell in a thunderstorm can cause a plane to crash. If a wind shear device had been situated near the airport, it could have warned the tower of possible wind shear. The tower could then warn pilots of possible wind shear in the area.

Mr. Jacob asked if this is the only land available. Mr. Accardo said that since the land is owned by the City-Parish, it was an attractive site. It is also in the vicinity of the airport. The Baton Rouge Airport intends to do an intergovernmental agreement between the Library Board and the airport. Mr. Woodard asked if the Library would be expected to enter into this MOU with no compensation. Mr. Accardo replied that there was talk of a $1.00 per year lease agreement. He does not have the authority to say that they would pay the Library for the appraised value of the 20’ x 20’ piece of land. Mr. Accardo added that the FAA is asking the Airport to find the site. He noted that the Airport’s desire is to place the monitoring device in an area of the property where it will not interfere with activities going on at the Library.

Mr. Woodard said he seemed to remember past issues with the City using Airport property because outside funds were used to acquire the property. He asked Mr. D’Aubin if the Library would have a similar issue in this case whereby the Library would need to receive fair market value for the property. Mr. D’Aubin replied that he could not comment without more details about this particular case. Mr. Accardo said they have a City-Parish attorney that works on the details of this type of project.

Mr. Woodard again asked about the size of the device. Mr. Accardo assured the Board that the device is shorter than a cell tower. He added that he had hoped to bring information about the dimensions of the device to this meeting, but was unable to get the details in time. He again emphasized that it has a small footprint and is almost unnoticeable. Mr. Accardo added that he will send Mr. Watts the exact specifications.

Ms. Freeman then said in looking at the photos, there is nothing invisible about the device. She asked if the Airport had an alternative site to which Mr. Accardo said no. He added if they could
not acquire the site on Library property, they would need to meet with the FAA for another site. Ms. Freeman replied that the Airport needs to have another option just in case.

Mr. Bardwell then asked Mr. Accardo where on the Scotlandville Branch Library property, the Airport would want to place the device. Mr. Accardo replied that the Library site fell within the perimeter of where they wished to place the device. Mr. Jason Wilson, Airport Administrative and Development Manager, toured the Library property when this was first discussed with the Library. Mr. Bardwell then asked if the Airport would need to have continual access to the site to which Mr. Accardo said yes. Mr. Bardwell said the Library would then need to provide an access servitude to the device. Mr. Accardo noted that FAA personnel work at the Airport property and they would be the ones responsible for the routine maintenance of the device. Mr. Watts added that Mr. Bardwell’s comments are good ones because where on the site it is placed will determine if it will be easily accessible. Mr. Bardwell noted if it is placed in the back corner of the property there is a fence and a driveway to warehouses to which the Library does not have access. He said the only access the Library could provide would be through the parking lot in the front of the branch. He wondered how that would work with the driveway system. Mr. Bardwell said this really needs to be studied carefully. He added their next agenda item is also about the same site and acquiring some of the property. Mr. Bardwell added they might need to put the device on the other side of the property where there is a road.

Ms. Payton asked about the frequency of the maintenance of the device. Mr. Accardo replied that they do weekly checks such as the security of the fence and the electrical meter, inspection for any tampering with the device, and any damage to wiring by animals. There are also radar sites and outer markers in the area and the FAA staff does all those inspections.

Ms. Freeman said she was raised in Scotlandville, and she would hate to see the device on the Library property. She said the device is a huge distraction and would be like installing a cell tower on the property. She added that the Board has made sure that the branch library sites are attractive and appreciate in value. Ms. Freeman said to come to the Scotlandville Library and see this tower on the property is not appealing.

Mr. Watts asked Mr. Accardo to send him the dimensions of the device, the footprint and the proposed placement on the site. This information would be helpful in their further discussions. Mr. Watts added that wind shear detection in this part of the country is one of the most important safety aspects in airport operation. He noted it is a serious public safety and economic development issue. Mr. Watts asked Mr. Accardo to address this topic. Mr. Accardo agreed with Mr. Watts’ comments and said the whole point of installing this device is to make air travel safer for the Baton Rouge Airport and the flying public. He said they would hate to see an airliner encounter wind shear and fall out of the sky.

Ms. Freeman asked if the property behind Southern University on the Avenue that was just purchased is a good site for the device. She said she knows they are looking for free land, but the Airport should consider that property because it will not have much impact on people in that area. Mr. Accardo replied that they have a site selection team. They have surveyors who would produce an engineered map and submit it to the Library Board. Ms. Payton said it would be helpful to get a map showing exactly where the device would be. She added that they could then
go to the site to actually see for themselves how this device would appear. Ms. Payton said she agreed with Ms. Freeman. She noted if the device were in the back of the property, were not a distraction or interference with Library patrons or detracted from the beauty of the library branch, she would consider the request. Ms. Payton said the device is tall, but there are telephone poles in the area to which they do not pay any attention.

Mr. Accardo replied that this was the purpose of this discussion; to learn what the Library Board’s concerns were. He said he would relay these comments to the Airport staff. He added the next step would be to meet with Mr. Watts, get a map of the property, and make some conceptual drawings with exact dimensions before they proceed to surveying the site. Mr. Accardo noted they could come to a Board meeting in a month or two to further discuss this request.

Mr. Bardwell suggested to Mr. Accardo that he walk the site with his manager and observe where the fences and roads are and where the easiest access would be to their device with the least disruption to the Library’s functioning. He added they will not see that on a map to which Mr. Accardo agreed. Mr. Boyles reminded Mr. Accardo not to overlook the running of utilities to the device. Mr. Accardo replied that the utilities would be underground.

Mr. Woodard asked if there were any more questions from the Board. There being none, he asked for any public comments. There were no public comments.

Ms. Payton left the meeting at 5:17 p.m.

B Request by Family Values Resource Institute to Acquire a Portion of the Scotlandville Branch Library Property – Mr. Spencer Watts

Mr. Woodard then read Item B and asked Mr. Watts to introduce the topic. Mr. Watts said that Dr. Charles Thomas, Executive Director of the Family Values Resource Institute, Inc. (FVRI) had contacted him in January. He thought it was important to introduce the topic by placing it on the agenda at this point, given that FVRI has some pressing needs and had expressed a desire to obtain additional acreage over an extended period of time. FVRI had been interested in a portion of the Scotlandville Branch Library property for some time. Mr. Watts added that FVRI would like to acquire a 2.45 acre portion illustrated on a map which was included in the packet to the Board members. He pointed out that an immediate concern of this organization is that they would like to have a 15-20 foot easement or servitude that would extend from their current lot onto a portion of the Library land they hope to acquire in order to place a temporary building there. Mr. Watts also said that the desire to obtain some property from the Scotlandville Branch Library by FVRI had been discussed with the Library in 2011 and got sidelined as the Library went through some managerial transitions. There would be many legal issues to work out involving this request. He noted that Dr. Thomas is present at this meeting and would like to speak to the Board.

Mr. Woodard asked Dr. Thomas to come forward. Dr. Thomas said that about 20 years ago, his parents founded the non-profit, charitable and educational organization. He said since he
became involved in FVRI about a year ago, he has been working to expand their programs. The existing property that was donated to them is not conducive to housing all the programs they envision. For example, some of the regulations require that a number of the programs must be located on a ground level, and there must be a certain amount of parking available. Dr. Thomas said the expansion of their organization would benefit them and the community. He added that they appreciate the Board’s consideration of this request.

Mr. Woodard thanked Dr. Thomas for the information about the request. He said he had a question for Mr. D’Aubin. If the Board agreed to sell the property, would it be considered surplus property and need to be auctioned off, or could it be considered under a sole source agreement? Mr. D’Aubin replied he believed it would need to be advertised for sale and the public would have the opportunity to bid on it. It would not need to be done as an auction bid. Mr. Woodard then asked to confirm that the sale would have to be advertised and bid upon. Mr. D’Aubin said the property would be advertised with a sale price. Those bidding could offer more than the sale price.

Mr. Woodard then said his next question would be to Mr. Watts. If the Board agreed to sell the 2.45 acres of land at the Scotlandville Branch Library site, would the remaining acreage be sufficient for the needs of that branch library? Mr. Watts replied that it appears that the Library has ample property. He said when the land was purchased it was acquired as a whole, and was more than was needed for the current building. Even if the current building were doubled in size, there would still be sufficient land. He added that he would like to have more extensive discussions with the Board and the Library staff to determine how much of the property would be needed in the future before agreeing to sell some of the site. Mr. Watts also said there would be other governmental entities in the parish to confer with in regard to this site. There might be other high priority programs or services that could utilize this land. He noted the Board heard from one tonight which is a governmental organization with an important public safety need.

Ms. Freeman asked if the Board decides they should proceed with this request, is the Board only making a recommendation. Mr. Watts said yes and that the ultimate decision would have to come from the City-Parish. He added they would certainly want to hear from the Library as the user of the property, they would also probably want the Library to have investigated some of the initial issues pertaining to this request, and to prepare the way for any potential action.

Mr. Bardwell then asked Dr. Thomas if FVRI is located on Scenic Highway to which he replied affirmatively. Mr. Bardwell also asked if they would keep that parcel of land to which Dr. Thomas said yes. Mr. Bardwell then asked if they would build a road to the acquired site. Dr. Thomas answered they would use the existing building and the parking lot and access the acquired acreage from their current property.

Mr. Watts mentioned the other request of FRVI to acquire the use of an easement. Mr. Bardwell asked how that request relates to the drawing. Mr. Watts added that Dr. Thomas had asked about an easement to reach a potential day care center in the back of the property. Dr. Thomas said that they desire to acquire the Library property to permanently locate all of their programs. He added that their current need is for additional office space which they could provide with a temporary building. He said they would like to use 15-20 feet of Library property for this
temporary solution as they work out their permanent solution. Mr. Bardwell said he understood the request.

Mr. Boyles asked if Dr. Thomas knows who owns the property adjacent to the current location of FVRI. Dr. Thomas replied that an individual owns that property. Mr. Bardwell asked if FVRI had the map drawn to which Dr. Thomas replied the map was given to them by the Parish Attorney when Ms. Acosta was Library Director. Mr. Bardwell asked if he knew when this map was dated. Dr. Thomas said he thought it was around the time they contacted Ms. Acosta. Those initial conversations were about additional parking. At that time they had a warehouse across the street on one acre donated to them. FRVI was trying to figure out how they could use the warehouse and provide for the required additional parking needed to get the property permitted. They then had issues with crossing Scenic Highway. Mr. Bardwell wondered why the map indicates that the property is in East Feliciana Parish to which Dr. Thomas said that map was provided to them. He added that three weeks earlier he worked with an abstractor who obtained the documentation showing that the City-Parish owns the property, and he forwarded that information to Mr. Watts. Mr. Watts replied that Dr. Thomas told him they did a bounds and metes survey, but he did not get that document. Mr. Woodard replied there is a typographical error on the map they received because the Scotlandville Branch Library is definitely in East Baton Rouge Parish. Mr. Bardwell added that possibly there are other errors to which Mr. Watts said this is just a preliminary discussion. He added they need current maps and documents. Dr. Thomas said the reason he contacted the abstractor was that the Planning Commission’s document still showed the original owners in question and the lot layout was unclear in those drawings. He added that he can provide the Board with the documents from the abstractor.

Ms. Freeman then said she wanted a clarification from Dr. Thomas. She asked if FVRI is asking for a land donation or are they asking to buy the property. Dr. Thomas said as a non-profit a donation would be preferable. However, he said as an organization they are looking at a capital campaign to purchase the property if necessary. He also said he was told that a donation might be possible since his organization is a non-profit. Mr. Woodard then asked Mr. D’Aubin if the Library is constitutionally prohibited from donating public property. Mr. D’Aubin replied that the only way they could donate would be if there was a cooperative endeavor agreement and the donation was meeting one of the Library’s purposes. If it did not meet a Library purpose, they would be prohibited from donating. Dr. Thomas then said if that means they can only purchase the property, they would pursue that avenue.

Mr. Woodard then asked what the next step would be. Mr. Watts replied that he would work with the Parish Attorney and some other departments of the City to see what the next step would be. He added that the staff has enough information and an indication that further research is necessary. Mr. Woodard thanked Dr. Thomas for his time. He then asked if there were any public comments. There were none.
Comments by the Library Board of Control

Mr. Woodard asked for any comments from the Board. Ms. Freeman said she wanted to get some feedback from the Board about conducting a strategic planning session. She noted they have had them in the past and it has been a while since they’ve had one.

Ms. Way left the meeting at 5:30 p.m.

Ms. Freeman said she was hoping they could schedule a session in May or June. Mr. Woodard agreed that they should have a strategic planning session in light of where they are in the schedule of the building program as well as the upcoming library tax renewal election. He said May is rapidly approaching and his calendar is already full. He asked Ms. Zozulin to poll the Board members on possible Saturdays in June for this planning session. Mr. Woodard said he would meet with Mr. Watts about the details of what outcomes they would like to see from this session.

There were no further comments from the Board and, so with no further business, the meeting was adjourned on a motion by Mr. Bardwell, seconded by Ms. Freeman at 5:34 p.m.

____________________    ______________________
Mr. Travis Woodard, President    Mr. Spencer Watts, Library Director
DATE:        April 11, 2013  
TO:          Library Board of Control  
FROM:        Spencer Watts  
              Library Director  
SUBJECT:     Construction Report  

Goodwood Main Library

Steve Jackson, architect with Cockfield Jackson Architects reported the following on April 8, 2013 for The Library Design Collaborative on the Goodwood Main Library.

CONSTRUCTION REPORT
DATE: April 8, 2013
PROJECT: Independence Park Main Library
REPORTED BY: Stephen P. Jackson, The Library Design Collaborative

OBSERVATIONS:
1) The steel structure is approximately 56% complete.
2) The exterior wall systems are approximately 67% complete.
3) The roofing is approximately 61% complete.
4) The mechanical system is approximately 61% complete.
5) The electrical work is approximately 34% complete.
6) The Monthly Owner’s Meeting was held on March 21, 2013.
7) CMU is almost complete around the mechanical rooms on the south side.
8) The Meeting Room concrete slab has been poured.
9) The masonry is being installed for the concrete slab pour for the Meeting Room “connector.”
10) The showers on the first floor are in place.
11) The staff elevator is installed.
12) The two central elevators are almost complete.
13) The cementitious tile backer board is being installed in the restrooms.
14) The drywall ceiling framing is being installed in the children’s area.
15) The column covers are on site.
16) The following work is being installed:
   a. Masonry
   b. Zinc wall panels
   c. Curtains
   d. Gypsum board sheathing
   e. Metal studs
   f. Styrofoam insulation
   g. Air barrier
   h. flashing
   i. Plumbing piping
   j. Mechanical duct
   k. Sprinkler system piping

UPCOMING WORK:
1) Preparations for the Loading Dock grade beam pour shall start next week.
2) Lawn layout is going to follow the loading dock concrete work.
Looking at the southwest corner of the building.
Looking toward the third floor conference room on the south roof.
Looking into the two-story reading room from the roof.
FIELD REPORT

DATE: March 15, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Clear - 62°
SITE CONDITIONS: Dry
WORKERS: +/- 60
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative
IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

1) The white concrete edge mockups have been cast.
2) Preparations are almost complete for the meeting room concrete pour tomorrow morning.
3) CMU is almost complete around the mechanical rooms on the south side.
4) The zinc panels are being installed.
5) The two center elevators are being installed.
6) Spray foam insulation is being installed on the west side of the first floor.
7) Interior gypsum board is being installed.
8) The following work is being installed.
   a. Masonry
   b. Zinc Wall Panels
   c. Curtainwall
   d. Exterior gypsum board sheathing
   e. Metal studs
   f. Air barrier
   g. Fireproofing
   h. Plumbing piping
   i. Mechanical duct
   j. Sprinkler system piping

CONSTRUCTION SCHEDULE:

1) Remaining zinc wall panel mockups are expected to be complete next week.
2) The green roof is expected to be start installation within the next three weeks.

ATTACHMENTS:

1) Two (2) pages of photographs from the site visit.

This report is not an exact record of discussions held, but a general understanding of topics discussed from the notes taken by the author. If there is an error, omission, or correction required, please contact the Architect in writing within three days of receipt of this report.
FIELD REPORT

DATE: March 21, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Clear - 58°
SITE CONDITIONS: Dry
WORKERS: +/- 65
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:
1) The Monthly Owner’s Meeting was held today.
2) The zinc wall panels on the west façade are visible.
3) The roofing membrane at the south green roof appears to be complete.
4) The zinc wall panels at the third floor continue to be installed.
5) The Meeting Room slab has been poured.
6) The following work is being installed:
   a. Masonry
   b. Zinc Wall Panels
   c. Curtainwall
   d. Exterior gypsum board sheathing
   e. Metal studs
   f. Air barrier
   g. Fireproofing
   h. Plumbing piping
   i. Mechanical duct
   j. Sprinkler system piping

ATTACHMENTS:
1) Two (2) pages of photographs from the site visit.

This report is not an exact record of discussions held, but a general understanding of topics discussed from the notes taken by the author. If there is an error, omission, or correction required, please contact the Architect in writing within three days of receipt of this report.

Page 1 of 1
FIELD REPORT

DATE: March 28, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Clear - 57°
SITE CONDITIONS: Dry
WORKERS: +/- 75
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

1) The roofing membrane is installed at the south green roof.
2) The roofing membrane installation has begun on the north green roof.
3) The Meeting Room “connector” is being prepared for the white concrete pour.
4) The ceiling framing installation of the Lobby has started.
5) The intumescent coating is being installed on the exposed steel in the two story space.
6) The gypsum board is being installed in the stairwells.
7) The Children’s ceiling framing has started.
8) The showers on the first floor are in place.
9) The following work is being installed:
   a. Masonry
   b. Zinc Wall Panels
   c. Curtainwall
   d. Exterior gypsum board sheathing
   e. Metal studs
   f. Air barrier
   g. Fireproofing
   h. Plumbing piping
   i. Mechanical duct
   j. Sprinkler system piping

CONSTRUCTION SCHEDULE:

1) Preparations for the Loading dock concrete pour shall start next week.
2) Plaza layout is going to follow the loading dock concrete work.
3) White concrete Lobby pour should be complete by the end of next week.

ATTACHMENTS:

1) Two (2) pages of photographs from the site visit.

This report is not an exact record of discussions held, but a general understanding of topics discussed from the notes taken by the author. If there is an error, omission, or correction required, please contact the Architect in writing within three days of receipt of this report.
FIELD REPORT

DATE: April 4, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Overcast - 52°
SITE CONDITIONS: Muddy
WORKERS: +/- 115
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative
IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

1) The roofing appears to be 100% over the main building. The meeting room and
corridor to it remain to be started.
2) The curtainwall at circulation and Genealogy is being installed.
3) The Meeting Room steel has been fireproofed.
4) The cementious board is being installed in the restrooms.
5) The ceiling framing is being installed in the children’s area.
6) The column covers are on site.
7) The interior of the building is being swept/cleaned.
8) The following work is being installed:
    a. Masonry
    b. Zinc wall panels
    c. Curtainwall
    d. Exterior gypsum board sheathing
    e. Metal studs
    f. Air barrier
    g. Fireproofing
    h. Plumbing piping
    i. Mechanical duct
    j. Sprinkler system piping

CONSTRUCTION SCHEDULE:
1) Preparations for the Loading dock concrete pour shall start next week.
2) Plaza layout is going to follow the loading dock concrete work.
3) White concrete Lobby pour should be complete by the end of next week.

ATTACHMENTS:
1) Two (2) pages of photographs from the site visit.

This report is not an exact record of discussions held, but a general understanding of topics discussed from the notes taken by the
author. If there is an error, omission, or correction required, please contact the Architect in writing within three days of receipt of this
report.
Commissioning Site Visit

Date: March 15, 2013

Project: Independence Park Main Library Baton Rouge, Louisiana

Date Visited: March 14, 2013

OBSERVATIONS

1. HVAC piping and ductwork including duct insulation, Plumbing and Sprinkler piping installation is continuing on 1st, 2nd, and 3rd floors.
2. Remove standing water from 1st and 2nd floors.
3. Stored pipe materials are not being protected.
4. Clean construction trash, dust, dirt, and debris from wall cavity throughout building before wall enclosure continues. (See sample pictures) Typical for 1st, 2nd and 3rd floors
5. Workers seen smoking in and around building.
6. Refer to pictures attached.

Picture 1

Remove trash (Typical)
Picture 5
Clean wall cavity.

Picture 6
Clean wall cavity.

Picture 7
Pipe taps not protected.
Picture 8
Protect open pipe ends

Picture 9
Air separator tank rusting

Picture 10
Water on floor under wall
Thompson Building Energy Solutions, LLC
3071 Teddy Drive, Baton Rouge, LA 70809
Phone 225-490-9583 Fax 225-293-4171

Picture 11
Water on floor.

Picture 12
Water on floor under enclosed wall.

Picture 13
Pipe tap not protected at AHU.
Thomson Building Energy Solutions, LLC
3071 Teddy Drive, Baton Rouge, LA 70809
Phone 225-490-9583 Fax 225-293-4171

Picture 14
Pipe tap not protected at AHU.

Picture 15
Trash in wall cavity.

Picture 16
Water on floor
Picture 17
Verify proper access to VAV Box.

Picture 18
Worker smoking inside of building.

Picture 19
Pipe not protected and laying on floor.
Picture 20

Coil blower not protected.

Picture 21

Verify proper access to VAV box.

Picture 22

Verify proper access to VAV box.
Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809
Phone 225-490-9583  Fax 225-293-4171

Picture 23
Verifying Access to VAC box.

Picture 24
Relocate branch duct connection.

Picture 25
Chiller control panel not protected
Protect open ends of piping.

Protect Boiler.

Observations made by Michael Perkins – Thompson Building Energy Solutions, LLC
Commissioning Site Visit

Date: March 28, 2013

Project: Independence Park Main Library Baton Rouge, Louisiana

Date Visited: March 28, 2013

OBSERVATIONS

1. Numerous conduit supports missing in the central eastern end of the building. Notified electrician on site. Approximately 10 locations were noted. Incorrect steal stud spacing caused realignment of the studs and removal of conduit clamps.

2. Other typical locations where support is need for the first floor are shown below.
John E. Thompson P.E.
25292 Lorin Wall Rd.
Holden, LA 70744
(225) 294-3061

Observations made by John E. Thompson P.E.
Rouzan Branch Library

All pertinent information related to this project will be discussed at the Board meeting under Agenda Item 4, A.