

**River Forest Public Library  
Facilities Committee Meeting  
MINUTES  
Thursday, May 18th, 2023, 9:00am**

**Call to Order:** The meeting began at 9:00 am.

**Present:** Committee members Deborah Hill, Cathy Ruggeri, and Scott Delano. Also present were Director Emily Compton and Trustee Jim Hopkinson.

**Visitors:** Representatives from Williams Architects (WA): Andy Dogan, Scott Morlock, and Natalie Clemens. Representative from IMEG: Jeff Oke. Representative from Construction Solutions of Illinois (CSIL): Ron Marlowe.

**New Business**

**Old Business**

A. Air handler relocation and mechanical room renovation

The committee discussed recently installed ductwork that would interfere with the use of the room. Committee members and the representatives from WA, IMEG, and CSIL continued the discussion in the mechanical room.

Mr. Dogan said that the configuration of the ductwork as installed was not what the architectural team was expecting. The ductwork was to enter the room as tight as possible along the wall and ceiling to maximize ceiling height.

Director Compton asked if the return vent would have similar ductwork connected to it that would run across the room. Mr. Oke responded that the return vent does not require additional ductwork and that the return vent screen would be above the ceiling tiles.

The chase for the ductwork along the north wall would be 2' 7" deep. Mr. Dogan indicated that the ceiling tile and lighting would lower the ceiling height by approximately 3". Mr. Oke said that the ductwork should enter the room through the existing opening lower than the location of the ductwork CSIL had installed; this would allow room for two 90-degree elbows. Mr. Oke thought the best solution to maximize ceiling height would be to relocate 4 pipes that are currently on the north side of the room.

Representatives from WA agreed that the piping above the installed ductwork must be relocated to allow for a 90-degree turn of the ductwork into the ceiling.

Relocating these pipes would gain 8-12 inches of ceiling height. Trustee Hopkinson asked if a 90-degree turn would affect the efficiency of the air handler; Mr. Oke said it would not and that the elbows would also help to quiet the noise from the AHU. There was discussion about whether a change order would be required to move those pipes. WA will investigate with CSIL. Trustee Delano asked if the ceiling would be 8 feet after moving the pipes. Mr. Dogan said yes, more or less.

The vent pipe for the new bathroom needs to be moved to the south side of the room to maximize ceiling height; there will be no charge for moving the vent pipe.

Ms. Clemens asked if the ductwork could be flattened to allow for a higher ceiling. Mr. Oke said he would investigate this option, but he didn't believe it would work because the width of the ductwork would have to be increased.

The Committee and visitors returned to the Barbara Hall Meeting Room to continue the discussion.

Trustee Delano asked if the boiler panel was visible when the architects prepared their drawings. Mr. Oke said they didn't know the panel was for the boiler; it is unusual for a boiler panel not to be in the same room as the boiler. They believed that all of the panels in the air handler room were related to the air handler. Mr. Dogan said the panel was shown to be removed.

Trustee Ruggeri asked if the 4 pipes above the ductwork in question were part of the original design as they were always visible. Mr. Oke and Mr. Morlock said those pipes had not been considered during the original design process, but IMEG sent a design to CSIL last week showing relocation of these pipes.

Trustee Delano commented that while it was not obvious that one of the panels in the room was for the boiler, the visible elements of the ceiling shouldn't have been missed in the planning. Mr. Dogan responded that had these elements been included in the original bid documents, the bid price would have been higher.

Trustee Hill asked what the next steps and deliverables are.

Trustee Delano asked how the issue of the brick enclosure being shorter than the air handler is being addressed. Mr. Dogan confirmed that CSIL will raise the wall

at no cost to the Library and that Pete Schimpa from CSIL is looking at this issue now with his masonry contractor.

Mr. Oke said he would need to discuss the ductwork with the mechanical engineering team to complete the plan for a double elbow in the design. Moving the 4 pipes may result in a change order. Engineers will look into whether the pipes need to be moved and whether flattening the ductwork is an option. Mr. Oke said he would get the design side out today. Mr. Marlowe will get pricing and a time frame for the work once he gets the information from the engineers.

Trustee Hill stressed that the priority is getting the AHU running. Trustee Hill asked for change order options including flattening the ductwork as Ms. Clemens had suggested. Mr. Oke said they will run those calculations to see if the fan can handle shrinking the ductwork.

Trustee Ruggeri asked what the time frame would be to complete the work. Mr. Oke said the mechanical engineers would meet that day. Trustee Hill asked if we could expect the plan to fix the ductwork by next week. Mr. Marlowe said he would need change order approvals before developing a timeline. Trustee Delano stressed that Director Compton requires a timeline, including a time frame for the ceiling options, to continue to operate the Library building and suggested working a timeline in with the change order.

Trustee Hill asked if there would be a cost for the new ductwork. Mr. Marlowe said there would be no cost to the Library.

Trustee Hill asked if hooking up the air handler would have to wait until after the wall is raised. Mr. Marlowe said it did not.

The Committee and visitors discussed whether the air handler could be turned on now with the existing ductwork and concluded that running the unit now is not feasible because the exterior ductwork is not hooked up.

Trustee Ruggeri asked if any change needed to be made in the design due to the removal of a unit heater in the Children's Manager's office. Mr. Dogan and Mr. Oke said the space will have sufficient heat without replacing the unit heater.

The visitors left and the Committee discussed the need for a special Board meeting to approve pending and new change orders related to the project.

**Next Meeting: TBD**

**Adjournment:** The meeting adjourned at 10:15 am