



ST. MARTIN PARISH LIBRARY

BOARD OF CONTROL

NOTICE OF SPECIAL PUBLIC MEETING

A public meeting will be held as follows:

DATE: Monday, March 20, 2023

TIME: 5:00 PM

PLACE: St. Martinville Branch Library

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Attendance

Regular Business

Unfinished Business

St. Martinville Library

Public Comment

Director's Update

Adjournment

Charlar P. Brew, Director  
St. Martin Parish Library  
201 Porter Street  
St. Martinville, LA 70582  
337-394-2207

In accordance with the Americans with Disabilities Act. If you need special assistance, please contact Charlar Brew at 337-394-2207 describing the assistance that is necessary.



The St. Martin Parish Library Board of Control held a Special Meeting on Monday, March 20, 2023 at 5:00 P.M. at St. Martinville Branch Library. President Romero called the meeting to order at 5:00 P.M. Georgie Blanchard gave invocation and Henry Derouselle led the Pledge of Allegiance. Charlar Brew, Secretary recorded attendance

Members present were Georgie Blanchard, Henry Derouselle, Freda Harrison, Charlene Leblanc, and Tommy Romero. Chenita Broussard and Mike Formeller were absent.

Also in attendance was Parish President Chester Cedars, Dale Benoit, Parish Administrator, Architects Dione Sonnier and Denelle Wrightson, Murphy Hulin, M& H Air Conditioning and Chris Hunt, Project Manager for ARL Construction Company.

**Unfinished Business:**

**The St. Martinville Branch Library Building Renovation Update.**

Murphy Hulin briefly reviewed the scope of work completed on the HVAC system to address moisture levels in the library. He explained that motorized dampers and humidifiers have been installed and the relative humidity of the building will be monitored.

**Special Business:**

Determine the best course of action to address the condition of the Barrel Metal Vault Ceiling in the St. Martinville Library.

**General Discussion:**

1. Recent HVAC Work to date: Murphy Hulin reviewed scope of work completed on the HVAC system to address moisture levels in the library. a. Added Motorized Dampers b. Added a large de-humidifier
2. Current condition of metal ceiling. a. After AC work was completed, library engaged with a sub-contractor to clean the entire ceiling and walls of the barrel vault ceiling. b. While cleaning, it became apparent that the mildew/mold on the surface of some of the metal ceiling panels had marred the metal finish.
3. Reviewed proposal for Replacing metal panels versus Painting the existing panels: a. Painting existing: One option is to paint the exiting panels, in place. This would require the library to be closed for at least 7 days. Not investigation of mold behind the ceiling would occur. A square foot price was available by the painter, but the exact quantity was not yet calculated. b. Replacing with new Panels: Another option discussed was to remove the existing metal panels and replace with new panels. It was determined by the contractor that the existing support system could remain and that new metal panels are available. ARL Construction provided a quote for replacement.



4. Discussion on mold/mildew remediation: Once the removal of the existing ceiling starts, if any mold or mildew is uncovered, then a remediation firm would need to be contracted to properly, encapsulate, demo the ceiling and removed affected materials. a. Due to the installation (and therefore dismantling) of the metal ceiling system, there is no way to know if mold/mildew is present until ceiling is removed. 5. Scheduling and Timelines: a. Lead time for ceiling replacement materials: 6-8 weeks b. Labor phasing to remove and replace ceiling panels: +/- 7 days c. Furniture delivery discussed. Dependent on which option is approved.

6. Public Bid Law Guidelines: Discussed how to address this change of scope. The original scope of the interior renovation project that was bid did not include replacing the ceiling. a. The cleaning of the ceiling was handled as a maintenance contract directly with the library. b. The removal and replacement of the ceilings will likely need to be separate contract. c. Scope of work would be under \$250K threshold, so it could be quoted, not required to bid.

7. Contract with ARL Construction:

a. Discussed the best way to proceed given the remaining scope of work for the interior renovation project b. ideally, if the metal ceilings are to be repealed, all agreed that it would be best to wait to install the new large pendant light fixtures schedule for the barrel vault. i. One method to contractually address this change, is via Change Order, to add days to the contract time of completion and have the installation of the large light fixtures listed as a punch list item

The recommendation from the parish president, the Library Board voted as follows:

1. To replace the metal ceiling panels (*Non-perforated/solid panels*)
2. For Angelle Architects to request (2) more quotes, to satisfy the quote guidelines (*Threshold is under \$ 250K*)
3. For Angelle Architects to recommend a couple of remediation companies, along with some initial information on method and unit pricing.
4. To add time to ARL Construction's contract (via change order) so that the new light fixtures in the barrel vault can be installed AFTER the new ceiling is completed.

What was not fully determined is the best course of action for the new furniture. Realistically, we are looking at 12-weeks minimum before the ceiling work will be completed:

- 6-8 weeks of delivery
- +/- 7 days to install (*pending NO mildew/mold remediation*)
- 2 weeks to get additional quotes.

It was recommended that Denelle Wrightson coordinate with Mrs. Brew about the furniture and the best decision to make regarding the furniture installation and delivery.

President Tommy Romero asked the members to vote on going with the recommendation of choosing Option #1- replacing Paraline II Smooth metal panels to match the existing panels for the amount of \$105,466.50. Motion for approval by Henry Derouselle, seconded by Georgie Blanchard, and approved unanimously.





Mrs. Brew thanked all in attendance.

Motion for adjournment by Georgie Blanchard, seconded by Freda Harrison, and approved unanimously.

Respectfully submitted by,

Charlar P. Brew, Secretary

