SPECIAL BOARD MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, JULY 29, 2026 – 7:00 P.M.
HAMMOND ROOM
320 PARK AVENUE, GLENCOE, ILLINOIS 60022

APPROVED MINUTES

1) CALL TO ORDER:
President Parfitt called the meeting to order at 7:01 p.m.

2) ROLL CALL:
The following Trustees were present: Jim Fiffer, Bob Kimble, George Krafcisin, Linda Lin, Roger Parfitt, Michael Pope, and Nan Weiss-Ham. Present was Andrew Kim, Executive Director, and library staff member Jeff D’Anastasio. Also present was guest Erin Lavin Cabonargi of URBAN-ReSOLVE.

3) ADDITIONS TO THE AGENDA:
There were no additions to the agenda.

4) PUBLIC COMMENT:
There were no public comments.

5) NEW BUSINESS:

a. Consideration to accept the Proposal from Bulley & Andrews for Construction Manager (CM) Services as recommended by the Building Renovation Committee (BRC)

   Erin Lavin Cabonargi of URBAN-ReSOLVE, the library’s Owner’s Representative, presented an overview of how the process of selecting and interviewing firms had proceeded to this point.

   Her presentation was organized around five agenda items:

   1. *Public Bidding Requirements for Illinois Municipalities*
      Ms. Cabonargi highlighted Illinois Municipal Code requirements for public construction projects.

   2. *Delivery Methods for Construction*
      The difference between Design-Bid-Build (DBB) (also known as “Lump Sum”) and Construction Manager at Risk (CMaR) was explained. The benefits of using the CMaR approach for the library renovation were detailed.

3. *Procurement Process*
   The steps to reach consensus on the CM firm selected included attorney review by Ancel Glink; advertisements on the library website and in the *Chicago Tribune*; tours of the building for potential bidders; review of eight received proposals; a determination of four firms to interview; and applying quantitative and qualitative evaluation criteria to the four firms, including their proposed fees and safety records.

4. Committee Recommendation
5. Next Steps
   The BRC recommendation to select Bulley & Andrews for the "Pre-Con Agreement" contract, and the subsequent timeline for regular meetings with the key stakeholders (BRC, URBAN-ReSOLVE, Skidmore, Owings & Merrill) if approved, concluded the presentation.

   A MOTION was made by Trustee Pope, and seconded by Trustee Lin, TO APPROVE THE PROPOSAL FROM BULLEY & ANDREWS FOR CM SERVICES AS PRESENTED.

   The MOTION PASSED BY UNANIMOUS roll call vote of those present.
   Ayes: Fiffer, Kimble, Krafcisin, Lin, Parfitt, Pope, Weiss-Ham
   Nays: None

6) CLOSED SESSION:
   There was no closed session.

7) ADJOURNMENT:
   President Parfitt adjourned the meeting at 7:43 p.m.

Respectfully submitted by Jeff D'Anastasio