



Illinois Heartland Library System

MEMO TO: IHLS Board of Directors
FROM: Leslie Bednar
DATE: March 21, 2019
RE: Space Planning Consultant(s)

At their March meeting, the Budget and Finance committee considered payment for additional design work at the Edwardsville building. The committee moved the payment of \$6,960 to Louer Facility Planning to the Board for their approval. Assuming the bill is approved, IHLS will not release payment without receipt of electronic building blueprints and building designs.

You may recall we sought your approval of a contract with Louer Facility Planning last fall for space planning services. The approved contract was \$6,000. Since then, we have:

- worked collaboratively with designers and our staff to arrive at a thoughtful plan that accommodates our current and near future service needs for the building;
- shared design with Facilities and Operations committee for feedback;
- with a general design in place, requested a pre-bid estimate for planning purposes. This required the planners to complete their design process to the point they interacted with a design-build contractor for construction estimation.
- received an additional invoice following meetings with planners and contractor representatives.

Our staff continue to explore options for improvements to the Edwardsville facility while keeping a watchful eye on current projects/commitments, future funding, and the current political climate. Our interaction with Jane Louer and her colleagues has been quite instructive. We gained a world of useful possibilities to implement regarding our workflows and staff organization, not to mention options for building layout and design! We will share more as we gather additional pieces of the puzzle.

Please let me know if you have any questions and thank you for your consideration.

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