



Illinois Heartland Library System

MEMO TO: IHLS Board of Directors
FROM: Leslie Bednar
DATE: April 23, 2019
RE: Reallocation of Capital Project Funds for Champaign – Soffit Painting

The approved FY2019 Capital Projects fund includes \$14,000 for soffit painting at our Champaign building. This projected figure was based on best estimate from one year ago.

At their April 16, 2019 meeting, the Finance Committee voted to forward this recommendation to the full board for review.

Analysis

Upon further evaluation of the soffit area by the painting contractor we learned the project cost would be considerably less if the metal and non-metal surfaces were painted a single color. This reduces overall cost to an estimated \$6,000.

The additional \$8,000 already-allocated funds could be used to realize another small project in the Champaign kitchen. The building has an all-in-one sink/oven/stove/mini-refrigerator unit that can no longer be repaired or replaced at a reasonable cost. The oven does not work. We have received bids to replace the unit with regular size appliances to update the kitchen.

Recommendation

Reallocate the remaining \$8,000 to update the Champaign building kitchen:

- Remove all-in-one unit
- Install new sink, faucet, countertop, dishwasher, oven/stove, and ADA height cabinets

The estimated costs for the updating project are \$8,732. Any remaining funds over \$8,000 can come from the Capital Fund as well—we realized a savings of approximately \$9,000 with vehicle purchases in FY2019.

Thank you for your consideration and please let me know if you have any questions.

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