



## **BOARD OF TRUSTEES**

### **Regular Session Agenda**

**Monday, February 19, 2024**

**5:00 p.m.**

**LINC Library Innovation Center  
501 8<sup>th</sup> Avenue, Greeley, CO 80631**

**This is also streamed virtually by GoToMeeting.**

**The meeting can be viewed from your computer, tablet, or smartphone.**

<https://www.mylibrary.us/hpldboardmeetings>. To view the Board meeting online, use this link and select the date of the meeting you want to join. If you have public comments, you may submit questions at the time of signing up for the meeting. All participants will be muted.

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<https://global.gotomeeting.com/install/399313765>

**If you wish to address the Board via Public Comment, please attend the meeting in person. If you are unable to attend in person, you can submit public comments to the Board prior to the Board meeting via Formstack: [https://hpld.formstack.com/forms/board\\_questions](https://hpld.formstack.com/forms/board_questions)**

*The High Plains Library District Board may take action on any of the following agenda items as presented or modified prior to or during the meeting, and items necessary or convenient to effectuate the agenda items.*

### **1.0 OPENING OF MEETING**

- 1.1 Roll Call and Pledge of Allegiance
- 1.2 Approval of Agenda
- 1.3 Approval of Consent Agenda
  - a. January 8, 2024 Regular Session Meeting Minutes
- 1.4 The Good We Do
- 1.5 Public Comment

### **2.0 ITEMS FOR INFORMATION/ACTION**

- 2.1 Board Training (Information) – William Garcia, HPLD Legal Counsel
- 2.2 Construction Philosophy Discussion (Action) - Dr. Matthew Hортt, HPLD Executive Director
- 2.3 Grover Gross Maximum Price (Action) - Dr. Matthew Hортt, HPLD Executive Director
- 2.4 Mead Architect Contract Studiotrope (Action) - Dr. Matthew Hортt, HPLD Executive Director

### **3.0 DIRECTORS REPORT**

- 3.1 Review Draft Agenda – Dr. Matthew Hortt, HPLD Executive Director
  - a. March 18, 2024 RS
- 3.2 District Updates – Dr. Matthew Hortt, HPLD Executive Director

### **4.0 BOARD COMMENTS**

- 4.1 Chair Report
- 4.2 Vice-Chair
- 4.3 Secretary/Treasurer
- 4.4 Committees
- 4.5 Other Board Members

### **5.0 ADJOURNMENT**

#### Upcoming meetings:

March 18, 2024 at 5:00p.m.: HPLD Board of Directors Meeting - Regular Session  
Centennial Park Library, 2227 23<sup>rd</sup> Avenue, Greeley, CO 80631



**BOARD OF TRUSTEES**

**Regular Session Minutes**

**Monday, January 8, 2024**

**5:00 p.m.**

**LINC Library Innovation Center**

**501 8<sup>th</sup> Avenue, Greeley, CO 80631**

**1.0 OPENING OF MEETING AT 5:00PM**

**1.1 Roll Call and Pledge of Allegiance**

All were Present unless noted:

Trustee Deana Lemos-Garcia

Trustee Teresa Curtis attended online and left at 6:00pm

Trustee Gerri Holton

Trustee Michael Wailes

Trustee Nick Nakamura

Trustee Mary Heberlee

Trustee Joyce Smock

Quorum was established.

Legal Counsel William Garcia

HPLD Staff: Dr. Matthew Horts, Kim Parker, Marjorie Elwood, Natalie Wertz, and Rick Medrano

Guest: Tony Brewer

Dr. Matthew Horts read the following statement into record:

*High Plains Library District is dependent on the trust of its community to successfully achieve its mission. Therefore, it is crucial that all Trustees conduct business on behalf of the High Plains Library District with the highest level of integrity, truth, and honor, avoiding any impropriety or the appearance of impropriety.*

**1.2 Approval of Agenda**

Legal Counsel William Garcia asked that item 2.3 be moved to 2.1.

**MOTION** to approve the agenda as amended: Trustee Gerri Holton

**SECOND:** Trustee Joyce Smock

**DISCUSSION:** None

**VOTE:** 6:0

**1.3 Approval of Consent Agenda**

a. December 11, 2023 Regular and Executive Sessions Meeting Minutes

**MOTION** to approve the consent agenda: Trustee Mary Heberlee

**SECOND:** Trustee Nick Nakamura

**DISCUSSION:** None

**VOTE:** 6:0

1.4 The Good We Do

Dr. Hortt shared that the final door count for LINC for 2023, which was from May 13<sup>th</sup> through December 31<sup>st</sup>, showed that 173,137 people visited the library, although that number is smaller than the actual visits because there were events that began before the library opened and/or had participants enter through the event door rather than the main doors.

Also, the District has taken steps to encourage and involve interns from high schools, higher education, and the community. One example is Angel, an intern from Weld County Employment Services' Youth Work Experience program, who is working as an intern in the Mobile and Outreach Services department. Angel, who is passionate about libraries, has been given a variety of duties and experiences, and is learning a lot. Also, HPLD's I.T. department hosted an intern from the Larimer County Workforce Development, who did a great job. Finally, LINC also hosted the School District 6 end-of-year event to celebrate the interns and their successes in the program.

1.5 Public Comment

No Public Comment

**2.0 ITEMS FOR INFORMATION/ACTION**

2.1 Oath of Office and Ethics Policy (Action) - Dr. Matthew Hortt, HPLD Executive Director

Under Colorado Revised Statutes, library trustees qualify as civil officers. They are therefore required to take an Oath of Office. Legal Counsel William Garcia led the Trustees in reciting the oath and they were encouraged to review and sign the HPLD Board of Trustees Ethics Statement that was given to them.

2.2 Election of Board Officers (Action) - Dr. Matthew Hortt, HPLD Executive Director

Per Board direction, staff contacted each Trustee and determined their interest in the officer positions. The proposed slate of Board officers follows:

Chair: Mary Heberlee

Vice Chair: Joyce Smock

Secretary/Treasurer: Nick Nakamura

**MOTION** to approve the proposed slate of officers: Trustee Deana Lemos-Garcia

**SECOND:** Trustee Michael Wailes

**DISCUSSION:** None

**VOTE:** 6:0

2.3 Selection of Board Committees (Action) - Dr. Matthew Hortt, HPLD Executive Director

After a discussion, the proposed committee assignments were set.

- Governance Committee: Vice-Chair Joyce Smock and Trustee Deana Lemos-Garcia
- Finance Committee: Secretary/Treasurer Nick Nakamura and Trustee Michael Wailes
- HPLD Foundation: Trustee Teresa Curtis and Trustee Deana Lemos-Garcia
- DSS Archive Construction Committee: Chair Mary Heberlee
- Grover Construction Committee: Vice-Chair Joyce Smock and Chair Mary Heberlee
- Mead Construction Committee: Trustee Michael Wailes and Chair Mary Heberlee
- Materials Reconsideration Committee: Trustee Geri Holton and Secretary/Treasurer Nick Nakamura

Nick Nakamura recused himself from any Mead decisions moving forward. Also, Dr. Hortt reported that Ken Poncelow will remain on the DSS Expansion construction project and that he is not a decision maker but can make recommendations to the Board.



**MOTION** to accept the committee assignments as discussed: Secretary/Treasurer Nick Nakamura

**SECOND:** Vice-Chair Joyce Smock

**DISCUSSION:** None

**VOTE:** 6:0

- 2.4 Certify Mill Levies (Action) - Dr. Matthew Horts, HPLD Executive Director and Natalie Wertz, HPLD Finance Manager

The resolutions for the 2023 mill levy were presented at this time because the District had not received the final valuations from the county assessor in time for a December vote. The proposed 3.177 mill levy calculates to property tax revenues of \$67,618,308 in 2024.

Chair Heberlee announced that it was time for the Board to hold a public hearing regarding the 2024 budget.

**MOTION** to open the public hearing: Secretary/Treasurer Nick Nakamura

**SECOND:** Vice-Chair Joyce Smock

**DISCUSSION:** None

**VOTE:** 6:0

She then asked if there were any members of the public who wished to comment on the budget. There was no response.

**MOTION** to Close the Public Hearing: Secretary/Treasurer Nick Nakamura

**SECOND:** Trustee Gerri Holton

**DISCUSSION:** None

**VOTE:** 6:0

The public hearing was closed.

Motions to adopt the resolutions:

- a. Resolution 24-1, Certify Mill Levy, Weld County

**MOTION** to certify the mill levy for Weld County: Vice-Chair Joyce Smock

**SECOND:** Secretary/Treasurer Nick Nakamura

**DISCUSSION:** None

**VOTE:** 6:0

- b. Resolution 24-2, Certify Mill Levy, Boulder County

**MOTION** to certify the mill levy for Boulder County: Trustee Deana Lemos-Garcia

**SECOND:** Secretary/Treasurer Nick Nakamura

**DISCUSSION:** None

**VOTE:** 6:0

- 2.5 RFP for HVAC rooftop unit for DSS (Action) - Dr. Matthew Horts, HPLD Executive Director  
Dr. Horts reported that the DSS Roof Top Units have reached their life expectancy and the Maintenance Department put out an RFP to replace them. The responses were evaluated by the Finance and Maintenance departments, and staff recommend that Air Xtreme, the current provider, be given the contract.

**MOTION** to accept the proposal from Air Xtreme and schedule the replacement: Trustee Gerri Holton

**SECOND:** Trustee Deana Lemos-Garcia

**DISCUSSION:** None

**VOTE:** 6:0

- 2.6 Construction Update (Information) – Dr. Matthew Horts, Executive Director  
The Centennial Park Library renovation will wrap up in late February, and a ribbon cutting will be held in March. The Board will be invited.
- The Grover project moved forward with the replating process. The architectural drawings are nearing being completed and stamped. The project may be completed and open in September.
- The Mead committee is working through the development agreement and site design and has not determined a construction start date.
- The DSS expansion team is working on the architectural programming and has not determined a construction start date.
- The Farr Regional Library and Carbon Valley Regional Library are expecting refreshes this year, and RFPs will go out. The budget for CVR is \$1.2 million and Farr is \$850,000.
- Chair Mary Heberlee shared how pleased she is with how service has expanded in the last few years.

**For Information Only – No action is needed**

- 2.7 Strategic Initiatives (Action) - Dr. Matthew Horts, HPLD Executive Director  
HPLD just completed its 2019-2023 Strategic Plan. Through the last five years, Staff learned that it was too ambitious and created a lack of focus. Therefore, they recommend that the plan be limited to two large initiatives and the construction projects in order to be able to focus on defined outcomes. The two proposed focus areas are Workforce Focus and Literacy Focus, and the capital projects include Mead Library, Grover Library, DSS Expansion and Archive, and refreshes at Carbon Valley Regional Library and Farr Regional Library.

**MOTION** to adopt the Strategic Initiatives: Trustee Gerri Holton

**SECOND:** Secretary/Treasurer Nick Nakamura

**DISCUSSION:** None

**VOTE:** 6:0

- 2.8 HPLD Board Training (Action) - Dr. Matthew Horts, HPLD Executive Director  
HPLD Staff would like to have an overall training for Trustees and want to schedule it for February. Dr. Horts asked if the Board would like to have it in the regular meeting or a work session.  
The Board responded that they want it during the February Regular Session meeting.  
Dr. Horts added that staff will also provide a list of available training opportunities to the Board.

**MOTION** to approve Board Training in the February Board Meeting:

Secretary/Treasurer Nick Nakamura

**SECOND:** Trustee Gerri Holton

**DISCUSSION:** None

**VOTE:** 5:1

**3.0 DIRECTORS REPORT**

- 3.1 Review Draft Agenda – Dr. Matthew Horts, HPLD Executive Director  
a. February 19, 2024 RS

- 3.2 District Updates – Dr. Matthew Horts, HPLD Executive Director  
HPLD is hosting AARP free tax services at DSS and the Carbon Valley and Erie Libraries.

Dennis Quade's voiceover on the Dennis Quade Viewpoint Documentary is being done now. The District should have a draft of it in the near future.

NOCO Style set up an interview for an upcoming issue focusing on LINC.

The Town of Frederick contacted staff about entering into an Urban Renewal Auth

Legal Counsel William Garcia reported that Lochbuie has filed a case with Weld County District Court seeking to terminate or void the Intergovernmental Agreement (IGA) between the Town of Hudson and HPLD. The District feels there are no violations of the terms of the IGA, and both the District and Hudson have filed a motion to dismiss the case. Lochbuie then asked to mediate the matter. HPLD stance is that mediation cannot occur until the case is at issue.

Trustee Teresa Curtis left at 6:00pm

#### **4.0 BOARD COMMENTS**

- 4.1 Chair Mary Heberlee reported that she is proud of how we are serving the District. She also reported that she and Joyce met with Matt to prepare for this meeting, and it went well.
- 4.2 Vice-Chair Joyce Smock asked what a digital literacy navigator is because the Monthly Board Operational Updates reports that Melissa Beavers will have a discussion about possibly having one at LINC. She also welcomed the new Trustees and reported that on January 31, the FBLA needs judges at UNC from 7:30am to noon and added that it's a very worthwhile morning.
- 4.3 Secretary/Treasurer Nick Nakamura welcomed Deana and Michael to the Board and wished everyone a Happy New Year.
- 4.4 Other Board Members
  - Trustee Deana Lemos-Garcia thanked everyone for the welcome. She's excited to be here.
  - Trustee Gerri Holton said she was thinking how lovely it is to read and dream and she's happy that literacy is our focus.
  - Trustee Michael Wailes thanked the Trustees for their welcome and reported that he and Deana had met with Matt and Kim and had a great discussion. He seconded Trustee Smock's comments about the FBLA event.

#### **5.0 ADJOURNMENT AT 6:16PM:**

There being no further business,

**MOTION** to adjourn the meeting: Secretary/Treasurer Nick Nakamura

**SECOND:** Vice-Chair Joyce Smock

**DISCUSSION:** None

**VOTE:** 5:0

#### Upcoming meetings:

February 19, 2024, 5:00p.m.: HPLD Board of Directors Meeting - Regular Session

LINC Library Innovation Center, 501 8<sup>th</sup> Avenue, Greeley, CO 80631



# HIGH PLAINS LIBRARY DISTRICT

## BOARD OF TRUSTEES COMMUNICATION

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Meeting date: February 19, 2024
Type of item: Information
Subject: Board Training
Presented by: William Garcia, HPLD Legal Counsel
Recommendation: Item for information only, no action to be taken

### ***Background***

HPLD Board Trustees receive introductory training during onboarding. The Board continues to receive training throughout their time on the Board. HPLD Legal Counsel has prepared and will be presenting a training that covers trustee's duties and responsibilities.

### ***Staff Recommendation***

Item for information only, no action to be taken



# 2024 High Plains Library District Board of Trustees

Trustee Duties and Responsibilities

By

William F. Garcia, Esq.

# Highlights of C.R.S. Title 24, Article 18, Part 1

24-18-103      The holding of public office is a public trust. A local government official shall carry out his duties for the benefit of the people of the State. A local government official whose conduct departs from his fiduciary duty is liable to the people of the state as a fiduciary and may be prosecuted by the District Attorney for abuse of trust

24-18-104      A local government official shall not: disclose or use confidential information to further substantially his personal financial interests or accept a gift of substantial value or substantial economic benefit that would tend to improperly influence a reasonable person or that the gift is primarily for the purpose of rewarding him for an official action taken.



# Highlights of C.R.S. Title 24, Article 18, Part 1

24-18-104      Examples of prohibited gifts/transactions:

- A loan at a rate of interest lower than commercial rate
- Compensation received for private services rendered at a rate substantially exceeding fair market value
- Acceptance of goods or services for personal benefit by one also providing goods or services to HPLD (unless totality of circumstances indicate transaction is legitimate and fair)
- Acquire or hold interest in a company receiving economic benefit by official action of the board or adverse affect a competitor
- Obtain employment taking advantage unavailable to others within 6 months of leaving office
- Enable an immediate family member to obtain employment, a gift or benefit from giver in position to reward the official.

# Highlights of C.R.S. Title 24, Article 18, Part 1

24-18-104 Examples of permitted gifts:

- Campaign contributions (if elected office)
- Unsolicited item of trivial value
- Gift with FMV of \$53 or less (unless by professional lobbyist)
- Unsolicited token or award of appreciation
- Unsolicited educational material, publications or subscriptions
- Reimbursement of reasonable expenses for conventions, meetings, trips, food or beverage at meetings
- Gift from relative or personal friend on special occasion
- Payment for speeches or salary from employment (report speech, appearance or publication payment under 24-6-203(3)(d))

# Conflict of Interest

- Actual vs. apparent conflict of interest.
- Disclose by letter to Secretary of State and board
- Disclose 72 hours before matter is presented
- Recuse from participation, discussion or voting. You may vote if necessary for quorum (C.R.S. 24-18-109)
- Strongly recommend that trustee leave room and not engage in discussion or otherwise influence.
- Not a conflict or breach of fiduciary duty to serve on nonprofit board and vote on matters that may pertain to nonprofit. No disclosure other than public announcement required.
- Annual conflict of interest disclosure regarding situations that involve actual or apparent conflicts
- Failure to disclose is a class 2 misdemeanor and can make action voidable and expose trustee to liability

# Open Meetings (Sunshine) Law C.R.S. 24-6-401 et. seq.

- High Plains Library District Board of Trustees is a local public body. Any meeting of 3 or more members at which public business is to be discussed or at which formal action may be taken must be noticed. Social gatherings are exempt if public business is not central purpose.
- Email exchanges between trustees on subjects other than public business are not meetings. Otherwise, email exchanges can be considered meetings.
- Notices are to be provided by High Plains Library District as provided by law. Minutes and electronic recordings managed by High Plains Library District.

# C.R.S. 24-6-402 executive session

- Certain matters may be discussed in Executive Session. Must strictly follow statutory rules and no final action
- Motion required with statutory authority cited with specificity:
  - 24-6-402(4)(a) purchase, lease, transfer or sale of real property interest
  - 24-6-402(4)(b) conferences with counsel to the board for purpose of receiving legal advice on specific legal questions
  - 24-6-402(4)(c) Matters required to be kept confidential by Federal or State law or rules or regulations-cite specific statute or rule
  - 24-6-402(4)(d) specialized details of security arrangements or investigations
  - 24-6-402(4)(e) determining positions relative to matters that may be subject to negotiations, developing strategy or instructing negotiators
  - 24-6-402(4)(f) personnel matters, identifying the person or position to be discussed (not for general personnel policies) person identified may request that the matter be held in open meeting.
  - 24-6-402(4)(g) consideration of any documents protected by the mandatory nondisclosure provision of open records act

# Colorado Open Records Act (CORA)

- Recognize that your documents, notes, emails, texts and other documents can be subject to production under CORA.
- A CORA request would typically be directed to the Director. If a written request is sent to a Trustee, immediately forward to the Executive Director.
- You will be directed by the Executive Director and/or Counsel regarding the scope of the CORA request. Inform the Director/Counsel staff how much time you will need to respond to the request, whether you feel that the request will produce an excessively large production and whether you feel that some information may be privileged.
- A response to the request is due within 3 working days.
- This is for production, not creation of any document.

# Communications Best Practices

- Trustees may not, outside of a regularly scheduled meeting use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate or take action on any Board business. (OML)
- Trustees will refer inquiries from community members, employees and patrons to the Director for resolution.
- The Board President, Executive Director and Community Relations and Marketing Manager are the official spokespersons for the Board of Trustees and District. All inquiries are to be directed to these individuals.
- Unless specifically authorized by the Board, no individual Trustee may speak on behalf of the Board.
- Be visible in your official role at community meetings and events. You are a conduit for and to the District and the community.
- Use HPLD email for Trustee business and check HPLD email regularly (at least daily).

# Board Powers and Duties (24-90-109)

The Board of Trustees shall:

- Adopt bylaws, rules and regulations for its own guidance and of the library
- Have custody of all property of the library, including buildings
- Employ a highly qualified Director to manage the day-to-day operations of the Library and evaluate the Director's performance annually
- Submit annually a budget and certify the mill levy
- Adopt a budget and make appropriations for the ensuing fiscal year
- Accept such gifts of money or property for library purposes as deemed expedient
- Hold and acquire land by gift, lease or purchase for library purposes
- Lease, purchase or erect any appropriate building for library purposes



# Board Powers and Duties (2)

- Sell, assign or convey any property of the library, real or personal, which may not be needed within the foreseeable future for any purpose authorized by law, or lease any property
- Borrow funds for library purposes by means of a contractual short term loan when moneys are not currently available but will be in the future
- Authorize the bonding of persons entrusted with library funds
- Conduct an annual audit of the financial statements of the District
- Adopt a policy for purchase of library materials and equipment on the recommendation of Director
- Hold title to property given to or for the use or benefit of the library according to the terms of the gift

# Board Powers and Duties (3)

- Enter into contracts
- Maintain a current and accurate map of the legal service area
- Make a report showing the condition of the Board's trust, sums of money expended and the purposes of expenditures

The Board of Trustees may:

- allow non-residents to use library materials
- request that an election be held to alter the maximum tax levied

The powers of the Board of Trustees lie in its action as a group. Individual Trustees exercise authority over District affairs only as votes are taken at a legal meeting of the Board.

# The Trustee in the Community

- Understand and articulate the library's mission
- Be familiar with and support library services and programs
- Keep the lines of communication open between trustees, Executive Director, the community, and local government officials (Establishing Bodies and Member Library Boards)
- Foster community involvement in the library
- Maintain a positive relationship with the HPLD Friends and Foundation

# The Trustee in the Community (2)

- Understand community needs, library capabilities and the necessity to plan carefully for future library services
- Take every opportunity to build goodwill for the library
- Participate in local and statewide advocacy, stressing the current importance and benefit of libraries
- Focus on policies and practices that permit the Executive Director and staff to run the library efficiently

# Questions?

William F. Garcia

Coan, Payton & Payne, LLC

1711 61<sup>st</sup> Avenue, Suite 100

Greeley, CO 80634

(970) 339-3500

wgarcia@cp2law.com



## **Additional and Optional Training Resources for HPLD Board Trustees**

***HPLD Board Trustees Duties and Responsibilities*** by William Garcia, HPLD's Legal Counsel

[https://highplains.sharepoint.com/:p:/r/ss/boardportal/\\_layouts/15/Doc.aspx?sourcedoc=%7B4F47AD7C-B965-4AE0-894B-5B8D5D8A996E%7D&file=HPLD%20duties%20and%20responsibilities%20powerpoint%20-%202024%20Final.pptm&action=edit&mobileredirect=true](https://highplains.sharepoint.com/:p:/r/ss/boardportal/_layouts/15/Doc.aspx?sourcedoc=%7B4F47AD7C-B965-4AE0-894B-5B8D5D8A996E%7D&file=HPLD%20duties%20and%20responsibilities%20powerpoint%20-%202024%20Final.pptm&action=edit&mobileredirect=true)

***The Role of Library Trustees*** by United for Libraries -

<https://www.ala.org/united/sites/ala.org.united/files/content/The%20Role%20of%20Library%20Trustees.pdf>

***What It Means to Be a Trustee*** by United for Libraries

<https://highplains.sharepoint.com/ss/boardportal/Board%20of%20Trustees%20Portal%20%20Content%20Library/What%20It%20Means%20to%20Be%20a%20Trustee%20by%20United%20for%20Libraries.pdf>

***Trustee Academy*** by United for Libraries – a series of online courses

[https://www.ala.org/united/training/trustee\\_academy](https://www.ala.org/united/training/trustee_academy)

***Short Takes for Trustees*** by United for Libraries – a series of online courses

[https://www.ala.org/united/training/short\\_takes](https://www.ala.org/united/training/short_takes)

**WebJunction Online Seminars**

<https://www.webjunction.org/explore-topics/friends-trustees.html>

**Colorado Association of Libraries Annual Conference (CALCON)**

In person conference September 4-6, 2024 at Beaver Run in Breckenridge

[https://cal-webs.org/CALCON\\_2024](https://cal-webs.org/CALCON_2024)

**Mountain Plains Library Association / Utah Library Association Annual Conference**

In person conference May 8-10, 2024 in Salt Lake City, UT

<https://ula.org/2024-annual-conference/>

**Public Library Association Annual Conference (PLA)**

In person conference April 3-5, 2024, in Columbus, OH

<https://www.placonference.org/event/016e56a2-bc16-4851-a9ce-699d90a92e7c/summary>

**American Library Association Conference (ALA)**

In person conference June 27- July 2, 2024, in San Diego, CA

<https://2024.alaannual.org/>



# HIGH PLAINS LIBRARY DISTRICT

## BOARD OF TRUSTEES COMMUNICATION

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Meeting date: February 19, 2024
Type of item: Action
Subject: Construction Philosophy Discussion
Presented by: Dr. Matthew Hорт, HPLD Executive Director
Recommendation: Staff recommend the Board discuss planning for future facility and services needs and provide direction on how to move forward with construction

### ***Background***

Over the past 6 years the High Plains Library District has grown. During this time the district has had a least one active construction project ongoing annually. The expected population growth in our service area is set to continue to increase. As the district is planning for new facilities, staff and the design teams have tried to focus on not just the need of today, but the anticipated need for the next 5-10 years. In doing this we have worked to design new projects to meet these anticipated needs for service and staff. In the cases of Mead Library and the DSS Expansion and Archive this approach has increased the size of the project. This expansion coupled with the escalation of construction costs has led to higher project costs than anticipated. Before staff bring these costs to the Board, staff is asking the Board to discuss the philosophy of designing for future needs vs current and provide direction on how to move forward.

### ***Considerations***

Weld County Projected Population	
Year	Population
2024	370,906
2025	374,917
2030	423,208
2035	514,801
2040	556,812
2050	597,004

(Source: State Demography Office)

- 5-year increase of roughly 13%
- 10-year population increase of 28%
- 25-year population increase of 48%
- HPLD facility refresh/remodel planning is currently set on a 10-year refresh cycle

### ***Staff Recommendation***

Staff recommend the Board discuss planning for future facility and services needs and provide direction on how to move forward with construction



# HIGH PLAINS LIBRARY DISTRICT

## BOARD OF TRUSTEES COMMUNICATION

Meeting date: February 19, 2024
Type of item: Action
Subject: Grover Gross Maximum Price
Presented by: Dr. Matthew Hortt, HPLD Executive Director
Recommendation: Staff recommend the Board approve the Grover Library GMP and direct the Executive Director to sign the GMP document

### **Background**

The Grover Library project has been in process for multiple years and has reached the point it can move forward. The Town of Grover has donated four lots of land in town. The replat has been finished and the lots combined and plans for the library have been submitted to the Town. The design and construction team has priced the project and identified the Gross Maximum Price (GMP)

### **Considerations**

- The 2024 Budget set the Grover project at \$1,070,000
- Proposed updated budget: \$1,403,200
- The GMP increased \$332,200 due to design and price escalation

Project Accounting	A - Initial Budget	B - Budget Changes	C - Current Budget
A-Design & Engineering	\$ -	\$ -	\$ -
B - Owner's Requirements	\$279,860	(\$43,450)	\$236,410
C - Construction	\$511,640	\$333,200	\$844,840
D - Fixtures Furnishings & Equipment	\$160,000	\$96,552	\$256,552
E - Contingencies & Escalation	\$118,500	(\$53,102)	\$65,398
F - New Category	\$ -	\$ -	\$ -
<b>Grand Total</b>	<b>\$1,070,000</b>	<b>\$333,200</b>	<b>\$1,403,200</b>

***Staff Recommendation***

Staff recommend the Board approve the Grover Library GMP and direct the Executive Director to sign the GMP document



# AIA® Document A133® – 2019 Exhibit A

## Guaranteed Maximum Price Amendment

This Amendment dated the 7th day of February in the year 2024, is incorporated into the accompanying AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the 13th day of December in the year 2022 (the "Agreement")  
(In words, indicate day, month, and year.)

for the following **PROJECT:**  
(Name and address or location)

Grover Library  
402 Chatoga Ave.  
Grover, CO 80729

**THE OWNER:**  
(Name, legal status, and address)

High Plains Library District  
2650 W. 29<sup>th</sup> Street  
Greeley, CO 80631

**THE CONSTRUCTION MANAGER:**  
(Name, legal status, and address)

Fransen Pittman Construction Co., Inc.  
9563 S. Kingston Court  
Englewood, CO 80112

### TABLE OF ARTICLES

- A.1 GUARANTEED MAXIMUM PRICE
- A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- A.3 INFORMATION UPON WHICH AMENDMENT IS BASED
- A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

### ARTICLE A.1 GUARANTEED MAXIMUM PRICE

#### § A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Eight Hundred Forty Three Thousand Three Hundred Forty Dollars and Zero Cent (\$843,340.00), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 **Itemized Statement of the Guaranteed Maximum Price.** Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.  
(Provide itemized statement below or reference an attachment.)

Exhibit F - GMP Estimate  
Exhibit G – Trend Log

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 **Alternates**

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

Item	Price
------	-------

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.  
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
------	-------	---------------------------

§ A.1.1.6 Unit prices, if any:  
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
------	-----------------------	-------------------------

**ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**

§ A.2.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

☐ The date of execution of this Amendment.

☒ Established as follows:  
(Insert a date or a means to determine the date of commencement of the Work.)

Exhibit H - Schedule

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:  
(Check one of the following boxes and complete the necessary information.)

☐ Not later than ( ) calendar days from the date of commencement of the Work.

☒ By the following date: Exhibit E

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
-----------------	-----------------------------

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

§ A.3.1.2 The following Specifications:  
(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)

N/A

Section	Title	Date	Pages
---------	-------	------	-------

§ A.3.1.3 The following Drawings:  
(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)

Exhibit E – Drawing List

Number	Title	Date
--------	-------	------

Other identifying information:

(Paragraph deleted)

(Table deleted)

(Paragraphs deleted)

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:  
(Identify each allowance.)

Item	Price
Exhibit F – GMP Estimate	
Exhibit G – Trend Log	

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:

*(Identify each assumption and clarification.)*

Exhibit I - Clarifications

**§ A.3.1.7** The Guaranteed Maximum Price is based upon the following other documents and information:  
*(List any other documents or information here, or refer to an exhibit attached to this Amendment.)*

- AIA A133 Owner Contractor Base Agreement Exhibits
- Base Contract Agreement - AIA Document A133-2009 (as modified)
- A201-2007 General Conditions
- A A133 GMP AMENDMENT
- B Insurance & Bonds
- C Standard Tool and Equipment Rental Pricing List (Updated)
- D Labor Rates (Full Time & Part Time Wages & Salaries) (Updated)
- AIA A133 GMP Amendment Exhibits**
- E Drawings Index
- F GMP Estimate
- G GMP Tracking Log
- H Construction Schedule
- I Clarifications
- J Subcontractor Bid Tab Summary & Recommended Subs

This Amendment to the Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
**OWNER** *(Signature)*

\_\_\_\_\_  
*(Printed name and title)*

  
\_\_\_\_\_  
**CONSTRUCTION MANAGER** *(Signature)*

Josh Davis, Project Executive  
\_\_\_\_\_  
*(Printed name and title)*



## EXHIBIT C (UPDATED)

### Fransen Pittman Labor Rates - Grover Library

Position	Rate
Project Executive	\$147.35
General Superintendent	\$165.58
Project Manager	\$126.94
Project Superintendent	\$126.94
MEP Coordinator	\$124.96
Quality Control Manager	\$100.55
Project Engineer	\$100.86
Project Administrator	\$53.38
Field Engineer	\$100.86
Assistant Project Manager	\$107.01
Assistant Project Superintendent	\$112.85
Foreman	\$109.94
Lead Man	\$101.95
Carpenter	\$92.54
Carpenter Apprentice	\$88.21
Laborer	\$79.71
Safety Officer	\$118.69
Surveyor	\$197.95
Civil Systems Coordinator	\$197.95
Estimator	\$111.01

These rates subject to adjustment at the beginning of every calendar quarter  
Overtime for hourly positions will be billed at 1.5 times the above burdened rates  
Makeup of bill rates not subject to audit

### Fransen Pittman Insurance Rates

General Liability CGL	\$7.95
Umbrella	\$4.95
Professional Liability	\$1.15
Builder's Risk	\$1.26

# EXHIBIT D (UPDATED)

## FRANSEN PITTMAN / DOUGLAS COUNTY EQUIPMENT (RELATED PARTY) STANDARD TOOL & RENTAL EQUIPMENT PRICING LIST

Last updated: February 13, 2023

Description	Monthly Rates
Air Compressor - Electric, Port	\$ 425.00
Air Compressor - 185 CFM Diesel	\$ 1,850.00
Air Compressor - 375 CFM Diesel	\$ 3,250.00
Air Compressor, Pancake	\$ 105.00
Plate Compactors - Gas	\$ 1,040.00
Plate Compactors - Reversible	\$ 2,000.00
Rammer - Electric	\$ 1,040.00
Rammer - Gas	\$ 1,040.00
Rammer - Narrow Foot - Gas	\$ 1,040.00
Roller - Ride-On, 36"	\$ 2,576.00
Roller - Ride-On, Sd, 47"	\$ 7,097.00
Roller - Ride-On, Sd, 54"	\$ 6,751.00
Roller - Ride-On, Sd, 66"	\$ 7,214.00
Roller - Ride-On, Sd, 84"	\$ 9,443.00
Roller - Trench, Pad Foot, Dd,	\$ 3,200.00
Compaction Wheel - 18" Backhoe	\$ 1,236.00
Compaction Wheel - 24" Backhoe	\$ 1,236.00
Compaction Wheel - 24", 200 Cla	\$ 1,103.00
Concrete Bucket, 1 Cu. Yd.	\$ 1,121.00
Concrete Bucket	\$ 750.00
Concrete Mixer - Gas, 6 Cubic F	\$ 1,400.00
Concrete Vibrator - Electric	\$ 2,391.00
Concrete Vibrator - 2.3 HP	\$ 850.00
Bull Float	\$ 345.00
Core Drill	\$ 865.00
Demo Saw 14"	\$ 2,967.00
Motar Mixer - Gas, 9 Cubic Ft	\$ 1,400.00
Power Buggy, 16 Cu. Ft.	\$ 1,680.00
Saw - Concrete Saw - W/B , Gas,	\$ 1,134.00
Saw - Cut-Off Electric, 14"	\$ 945.00
Saw - Demo 14"	\$ 2,967.00
Skidsteer Attachment - Hydraulic Breaker	\$ 6,000.00
Skidsteer Attachment - Grapple Bucket - 66"	\$ 733.00
Skidsteer Attachment - Rock Bucket	\$ 821.00
Skidsteer Attachment - Dirt Scarifier	\$ 2,076.00
Skidsteer Attachment - Brush Mower 72"	\$ 2,143.00
Skidsteer Attachment - Snow Blade 84"	\$ 1,400.00
Skidsteer Attachment - Trencher, 48"	\$ 1,724.00
Skidsteer Attachment - Seeder, W/ Crimper 72"	\$ 2,155.00
Skidsteer Attachment - Harrow Disc	\$ 2,155.00
Skidsteer Attachment - Post Dr	\$ 1,400.00
Skidsteer Attachment - Auger	\$ 1,900.00
Skidsteer Attachment - Breaker 1,000Lb.	\$ 3,780.00

**FRANSEN PITTMAN / DOUGLAS COUNTY EQUIPMENT (RELATED PARTY)**  
**STANDARD TOOL & RENTAL EQUIPMENT PRICING LIST**

Last updated: February 13, 2023

Description	Monthly Rates
Skidsteer Attachment - Breaker	\$ 2,074.00
Mini Ex Attachment - Compactor	\$ 2,500.00
Backhoe Attachment - Compactor	\$ 3,543.00
Skidsteer Attachment - Forks	\$ 650.00
Skidsteer Attachment - Forks	\$ 650.00
Backhoes Loader - (310) 4WD	\$ 5,359.00
Backhoes Loader - (410) 4WD	\$ 5,603.00
Track Loader - 550 Lb.	\$ 4,634.00
Mini Excavator - 7000-7800 Lb.	\$ 4,500.00
Mini Excavator - 6000 - 6790 Lb.	\$ 3,500.00
Mini Excavator - 18000 - 19900 Lb.	\$ 6,500.00
Mini Excavator - 3000 - 4000 Lb.	\$ 3,300.00
Mini Excavator - 7500 - 11000 Lb.	\$ 4,500.00
Skidsteer Loader - 2000 Lb.	\$ 3,150.00
Skidsteer Loader - 2,200 Lb.	\$ 3,150.00
Skidsteer Loader - 3200 Lb.	\$ 4,017.00
Skidsteer Loader - 1750 Lb.	\$ 2,850.00
Skidsteer Attachment - Sweeper & Hopper	\$ 1,400.00
Tractor, Diesel - 35 To 40 Hp	\$ 5,098.00
Tractor, Loader - Landscape/Skip	\$ 4,843.00
Trencher - Ride-On 30-39Hp	\$ 3,550.00
Trencher - Walk Behind 24"	\$ 1,995.00
Trencher - Walk Behind 36"	\$ 1,995.00
Wheel Loader - 1 Yd	\$ 6,034.00
Wheel Loader - 2-3/4 Yd	\$ 9,688.00
Wheel Loader - 3-1/2 Yd	\$ 9,688.00
Gang Box - Small	\$ 3,500.00
Gangbox - Large	\$ 5,500.00
Generator - 2600	\$ 4,602.00
Generator - 110-120 KW - Towable	\$ 4,638.00
Generator - 20-29KW - Towable	\$ 2,250.00
Generator - 30-39 KW - Towable	\$ 2,300.00
Generator - 50-59 KW - Towable	\$ 2,350.00
Generator - 6 KW	\$ 950.00
Generator - 8 - 10KW	\$ 1,448.00
Generator - 90-100 KW - Towable	\$ 4,638.00
Temp Power Distribution Box	\$ 650.00
Heater - Convection, 200K BTU	\$ 750.00
Heater - Forced Air, 170K BTU	\$ 750.00
Heater - Forced Ai - 250K To 400K BTU	\$ 930.00
Heater - Indirect, 1,000,000 BTU	\$ 2,900.00
Heater - Indirect, 300,000 BTU	\$ 3,550.00
Heater - Indirect, 500,000 BTU	\$ 3,750.00

**FRANSEN PITTMAN / DOUGLAS COUNTY EQUIPMENT (RELATED PARTY)**  
**STANDARD TOOL & RENTAL EQUIPMENT PRICING LIST**

Last updated: February 13, 2023

Description	Monthly Rates
Heater - Towable, 1,000,000 BTU	\$ 8,250.00
Heater - Towable, 500,000 BTU	\$ 3,820.00
Heater - Ground Thaw, W/Gen, 600k BTU	\$ 14,250.00
Boom - 30' Electric	\$ 3,675.00
Boom - 40' Electric	\$ 5,040.00
Boom - 45' Lightweight Hybrid	\$ 5,040.00
Boom - 50' Towable Articulated	\$ 3,144.00
Boom - 125' Straight - Dsl, 4	\$ 16,800.00
Boom - 40' Straight -Dsl, 4Wd	\$ 4,550.00
Boom - 45' Straight -Dsl, 4Wd	\$ 4,600.00
Boom - 45' Articulated -Dsl, 4W	\$ 4,750.00
Boom - 60' Articulated - Dsl,	\$ 5,500.00
Boom - 60' Straight - Dsl, 4Wd	\$ 5,050.00
Boom - 65' Straight - Dsl, 4Wd	\$ 5,250.00
Boom - 80' Straight - Dsl, 4W	\$ 9,765.00
Boom - 85' Straight - Dsl, 4W	\$ 9,765.00
Boom - 55' Lightweight Hybrid	\$ 3,448.00
Pusharound - 25'	\$ 1,000.00
Pusharound - 30'	\$ 1,000.00
Pusharound - 40'	\$ 1,000.00
Lift - 12' Personnel, Self Prop	\$ 975.00
Lift - 15' Personnel, Self Prop	\$ 975.00
Lift - 20' Personnel, Self Prop	\$ 975.00
Scissor Lift - 26'	\$ 1,681.00
Scissorlift - 12' Electric	\$ 975.00
Scissorlift - 14' Electric	\$ 1,025.00
Scissorlift - 19' Electric	\$ 1,075.00
Scissorlift - 26' - 27', 4WD	\$ 2,153.00
Scissorlift - 26' Electric	\$ 1,280.00
Scissorlift - 30' Electric	\$ 1,496.00
Scissorlift - 31' - 33', 4WD	\$ 2,165.00
Scissorlift - 40' - 43', 4WD	\$ 2,468.00
Scissorlift - 40' Electric	\$ 2,468.00
Barrier Picker/Clamp - 12000 Lb	\$ 927.00
Pressure Washer - Cold	\$ 1,500.00
Pressure Washer - Hot	\$ 2,150.00
Media Blaster	\$ 1,500.00
Shot Blaster, W/Vac And Magnet	\$ 5,500.00
Pump - 2" Sump	\$ 650.00
Pump - Trash, Gas, 2"	\$ 1,200.00
Pump - Trash, Gas, 3"	\$ 1,250.00
Pump - Trash, Gas, 4"	\$ 1,300.00
Pump - Hydrostatic Test Pump, 500 PSI	\$ 1,350.00

**FRANSEN PITTMAN / DOUGLAS COUNTY EQUIPMENT (RELATED PARTY)**  
**STANDARD TOOL & RENTAL EQUIPMENT PRICING LIST**

Last updated: February 13, 2023

Description	Monthly Rates
Pump - Hydrostatic Test, 10,000 PSI	\$ 1,650.00
Pump - Hydrostatic Test Pump, 300 Psi	\$ 1,350.00
Pump - Submersible, 2" - 110V Electric	\$ 650.00
Pump - Submersible, 3" - 110V Electric	\$ 900.00
Pump - Submersible, 3/4" - 110V Electric	\$ 450.00
Ladder - Extension - 16'	\$ 100.00
Ladder - Extension - 24'	\$ 100.00
Ladder - Extension - 28'	\$ 100.00
Ladder - Extension - 32'	\$ 100.00
Ladder - Extension - 40'	\$ 100.00
Ladder - Extension - 20'	\$ 100.00
Scaffold - Extension:4', Perry	\$ 400.00
Scaffold - 5'X5'X7', 2 Sec,10'	\$ 862.00
Scaffold - 5'X5'X7', 3-Section	\$ 862.00
Scaffold - 5'X5'X7', 4-Section	\$ 862.00
Scaffold - 5'X5'X7', Single Sec	\$ 345.00
Scaffold - Utility Package, 2-S	\$ 517.00
Scaffold - Utility Package, 3-S	\$ 517.00
Scaffold - Utility Package, 1-Se	\$ 608.00
Ladder Single Section - 10'	\$ 100.00
Step Ladder - 12'	\$ 75.00
Step Ladder - 10'	\$ 75.00
Step Ladder - 2'	\$ 75.00
Step Ladder - 4'	\$ 75.00
Step Ladder - 6'	\$ 75.00
Step Ladder - 8'	\$ 75.00
Stepladder - 16'	\$ 75.00
Auger - 1-Man, Power Auger	\$ 859.00
Auger - 2-Man	\$ 859.00
Brush Cutter 24"	\$ 1,000.00
Chainsaw	\$ 650.00
Drill Press	\$ 1,000.00
Rebar Bender/Cutter	\$ 450.00
Rebar Cutter, Electric	\$ 517.00
Saw - Chain 18"	\$ 450.00
Sprayer - Cure	\$ 130.00
Threader - Geared, 2-1/2" To 4"	\$ 2,155.00
Threader - Power Drive, Hand He	\$ 2,155.00
Trimmer Mower Walk Behind	\$ 517.00
Storage Trailer - 40'	\$ 999.00
Storage Trailer - 45'	\$ 887.00
Club Car Golf Cart	\$ 603.00
Container - 20'-25'	\$ 340.00

**FRANSEN PITTMAN / DOUGLAS COUNTY EQUIPMENT (RELATED PARTY)**  
**STANDARD TOOL & RENTAL EQUIPMENT PRICING LIST**

Last updated: February 13, 2023

Description	Monthly Rates
Office Trailer (12' X 60')	\$ 2,500.00
Office Trailer (12'X40')	\$ 1,995.00
Project Manager Vehicle	\$ 1,350.00
Project Supt Vehicle	\$ 1,350.00
Project Senior Supt Vehicle	\$ 2,172.00
Project FE Vehicle	\$ 1,350.00
Project PE Vehicle	\$ 1,350.00
Surveyor Vehicle	\$ 1,336.00
Trailer - Tilt, Single Axel, 12	\$ 1,200.00
Trailer - Tilt, 14' & 16', 14,0	\$ 1,200.00
Trailer - Dump, 12 000 Lb, 6 Cu	\$ 1,200.00
Trailer - Vacuum, 500 Gal.	\$ 5,000.00
Truck - Water, 2,000 Gal.	\$ 6,141.00
Truck - Dump, Single Axle, 5 Yd	\$ 7,328.00
Utility Vehicle - Mule 4X4	\$ 2,069.00
Utility Vehicle - 4X4	\$ 1,738.00
Fan - 42"	\$ 700.00
Fan - Carpet	\$ 454.00
Fan - Confined Space Blower, 8"	\$ 608.00
Fan - 24"	\$ 1,147.00
Fan - 36"	\$ 1,136.00
Fan - Carpet	\$ 400.00
Floor Buffer	\$ 776.00
Grinder - Walk-Behind	\$ 1,552.00
Scabbler - Pneumatic, 5 Head	\$ 3,500.00
Scarifier - Concrete, W/B, 8"	\$ 4,393.00
Tile Stripper - W/B, 110 V Elec	\$ 1,661.00
Breaker - Electric, 40 Lb.	\$ 785.00
Breaker - Electric, 60 Lb.	\$ 1,200.00
Hammer - Demo, Elec, Sds Max	\$ 970.00
Jackhammer	\$ 2,751.00
Chopsaw	\$ 390.00
Mitre Saw - 14"	\$ 390.00
Planer	\$ 300.00
Table Saw - 10"	\$ 200.00
Light Cart - 1,000 Watt	\$ 1,300.00
Light Tower - 4000 Watt Diesel	\$ 1,450.00
Temporary Lighting System	\$ 150.00
Appliance Dolly	\$ 160.00
Two Wheel Dolly	\$ 95.00
Cart - Tilt, Trash, 1 Cu Yd	\$ 300.00
Porto-Power/Chain Fall	\$ 350.00
Hoist - Chain Fall, 2- Ton, 20'	\$ 734.00

**FRANSEN PITTMAN / DOUGLAS COUNTY EQUIPMENT (RELATED PARTY)**  
**STANDARD TOOL & RENTAL EQUIPMENT PRICING LIST**

Last updated: February 13, 2023

Description	Monthly Rates
Hoist - Chain Fall, 3-Ton, 20'	\$ 734.00
Door Cart	\$ 150.00
Drywall Cart	\$ 936.00
Drywall Cart	\$ 920.00
Forklift Attachment - Jib	\$ 722.00
Forklift Attachment - Trash Hop	\$ 850.00
Forklift Trash Hopper	\$ 1,800.00
Forklift - 5,000# Ind Lpg	\$ 2,100.00
Forklift - 5,000# Ind Lpg Lp	\$ 2,100.00
Forklift - Reach, 10,000 Lb, 54	\$ 6,040.00
Forklift - Reach, 12,000 Lb, 55	\$ 7,214.00
Forklift - Reach, 5,000 Lb., 19	\$ 3,555.00
Forklift - Reach, 6,000 Lb., 42	\$ 4,702.00
Forklift - Reach, 8,000 Lb, 44'	\$ 4,780.00
Forklift - 5,000# Ind:Lpg/Gas	\$ 2,100.00
Material Lift - 24 - 26'	\$ 950.00
Pallet Jack	\$ 743.00
Roll-A-Lift - Pair, 6000 Lb (30	\$ 1,000.00
Roller - Kit, Machine Skates 8-	\$ 550.00
Roust-A-Bout - 15', 1500Lb	\$ 2,076.00
Trash Buggy	\$ 300.00
Trash Chute - 30"X48"L Section,	\$ 207.00
Trash Chute - Hopper	\$ 207.00
Trash Chute - Parapet Outrigger	\$ 176.00
Trash Chute	\$ 190.00
Utility Cart	\$ 150.00
Oxygen/Acetylene Torch	\$ 320.00
Stick/ Wire Feeder	\$ 235.00
Welders 180 Amp - Portable Gas	\$ 1,075.00
Breaker - 35Lb	\$ 785.00
Breaker - 60 Lb	\$ 815.00
Breaker - 90 Lb.	\$ 845.00
Temporary Fence Panels	\$ 1.25
Silt Fence Plow	\$ 650.00
Builders Level	\$ 375.00
Rotating Laser	\$ 1,183.00
Theodolite / Digital Transit	\$ 455.00
Total Station:Trimble	\$ 4,000.00
Raptor - License Reader	\$ 1,200.00
Tattle Tale (Alarm System)	\$ 350.00
Security System - Camera	\$ 300.00
Body Harness Kit - Med	\$ 275.00
Body Harness Kit - XL	\$ 275.00

**FRANSEN PITTMAN / DOUGLAS COUNTY EQUIPMENT (RELATED PARTY)**  
**STANDARD TOOL & RENTAL EQUIPMENT PRICING LIST**

Last updated: February 13, 2023

Description		Monthly Rates
Body Harness Kit - Large		\$ 275.00
Fire Extinguisher - 10 Lb		\$ 40.00
Fire Extinguisher - 5Lb		\$ 20.00
Slab Grabber Rail System		\$ 20.00
Air Monitor		\$ 290.00
Blower - Backpack		\$ 500.00
Snowblower		\$ 500.00
Data Vault		\$ 330.00
Door Protector - 30X80		\$ 50.00
Door Protector - 30X70		\$ 50.00
Door Protector - 40X80		\$ 50.00
Fuel Cube - 50 Gallon		\$ 225.00
Fuel Cube -100 Gallon		\$ 225.00
Jamb Protector		\$ 50.00
Negative Air Machine		\$ 775.00
Radio		\$ 95.00
Weather Protection Blanket		\$ 90.00
Technology Fee		\$ 254.00
Manometer-Pressure Recorder		\$ 400.00
Water Meter		\$ 602.00

*These rates subject to adjustment at the beginning of every calendar quarter.  
 Makeup of bill rates not subject to audit.*





# EXHIBIT E

## Drawings List

Summary Log

Grover Library (3195.C1)

Drawings and Specs List Summary Log

402 Chatoga Avenue  
Grover, CO 80729

Number	Revision	Title	Rev. Date	Drawing Set
A1.1	00	Floor Plan	12/6/2023	100% CDs
A1.2	00	Ceiling Plan	12/6/2023	100% CDs
A1.3	00	Roof Plan	12/6/2023	100% CDs
A3.1	00	Elevation	12/6/2023	100% CDs
A4.1	00	Sections	12/6/2023	100% CDs
A5.1	00	Int. Elev. & Details	12/6/2023	100% CDs
A5.2	00	Schedules	12/6/2023	100% CDs
CD101	00	DEMOLITION PLAN	12/6/2023	100% CDs
CG101	00	GRADING PLAN	12/6/2023	100% CDs
CS101	00	SITE PLAN	12/6/2023	100% CDs
CS501	00	SITE DETAILS	12/6/2023	100% CDs
CU101	00	UTILITY PLAN	12/6/2023	100% CDs
CU501	00	UTILITY DETAILS	12/6/2023	100% CDs
D1.1	00	Demo Plan & Elevations	12/6/2023	100% CDs
E0.1	00	ELECTRICAL GENERAL NOTES AND SYMBOLS	12/6/2023	100% CDs

Grover Library (3195.C1)  
Drawings and Specs List Summary Log

402 Chatoga Avenue  
Grover, CO 80729

Number	Revision	Title	Rev. Date	Drawing Set
E0.2	00	ELECTRICAL SPECIFICATIONS	12/6/2023	100% CDs
E0.3	00	ELECTRICAL SPECIFICATIONS	12/6/2023	100% CDs
E1.1	00	ELECTRICAL SITE PLAN	12/6/2023	100% CDs
E1.3	00	POWER - FLOOR PLAN	12/6/2023	100% CDs
E1.4	00	LIGHTING - FLOOR PLAN	12/6/2023	100% CDs
E5.1	00	ELECTRICAL DETAILS	12/6/2023	100% CDs
E5.2	00	ELECTRICAL DETAILS	12/6/2023	100% CDs
E6.1	00	ELECTRICAL SCHEDULES	12/6/2023	100% CDs
M1.1	00	FIRST FLOOR HVAC PLAN	12/6/2023	100% CDs
M1.2	00	ROOF MECHANICAL PLAN	12/6/2023	100% CDs
M7.1	00	MECHANICAL SCHEDULES AND DETAILS	12/6/2023	100% CDs
MP0.1	00	MECHANICAL COVER SHEET	12/6/2023	100% CDs
MP0.2	00	SPECIFICATIONS	12/6/2023	100% CDs
MP0.3	00	SPECIFICATIONS	12/6/2023	100% CDs
P1.1	00	FIRST FLOOR PLUMBING WASTE & VENT PLAN	12/6/2023	100% CDs
P1.2	00	FIRST FLOOR PLUMBING WATER & GAS PLAN	12/6/2023	100% CDs
P7.1	00	PLUMBING SCHEDULES AND DETAILS	12/6/2023	100% CDs
S0.1	00	STRUCTURAL GENERAL NOTES	12/6/2023	100% CDs
S0.2	00	GENERAL NOTES & IBC INSPECTION TABLES	12/6/2023	100% CDs

Grover Library (3195.C1)  
Drawings and Specs List Summary Log

402 Chatoga Avenue  
Grover, CO 80729

Number	Revision	Title	Rev. Date	Drawing Set
S1.1	00	STRUCTURAL FOUNDATION PLAN	12/6/2023	100% CDs
S1.2	00	STRUCTURAL FRAMING PLAN	12/6/2023	100% CDs
S5.1	00	FOUNDATION DETAILS	12/6/2023	100% CDs
S5.2	00	FRAMING DETAILS	12/6/2023	100% CDs
SA1.1	00	Site Plan	12/6/2023	100% CDs
T1.1	00	Title Sheet	12/6/2023	100% CDs
V101	00	EXISTING CONDITIONS	12/6/2023	100% CDs

Section Code	Revision	Specification Section Name	Specification Set
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GROVER LIBRARY  
GMP Estimate

# EXHIBIT F

ESTIMATE DATE: 01/17/24  
BUILDING AREA IN SQ FT: 1792  
DRAWINGS PREPARED BY: Wember Inc  
DRAWINGS ARE DATED: 12/6/2023

DIV NO	DIVISION RECAP	DIVISION TOTAL	\$ PER S.F.	% OF TTL
00	General Conditions	122,563	\$68.39	14.0%
01 02 31 32 33 34	General Requirements, Existing Conditions, Site Work	205,104	\$114.46	23.4%
03	Concrete	53,605	\$29.91	6.1%
04	Masonry	0	\$0.00	0.0%
05	Metals	0	\$0.00	0.0%
06	Carpentry	71,207	\$39.74	8.1%
07	Moisture Protection	24,789	\$13.83	2.8%
08	Doors, Windows & Glass	37,900	\$21.15	4.3%
09	Finishes	85,091	\$47.48	9.7%
10	Specialties	23,810	\$13.29	2.7%
11	Equipment	0	\$0.00	0.0%
12	Furnishings	0	\$0.00	0.0%
13	Special Construction	19,640	\$10.96	2.2%
14	Conveying Systems	0	\$0.00	0.0%
21 22 23	Mechanical	86,529	\$48.29	9.9%
26 27 28	Electrical & Low Voltage	72,548	\$40.48	8.3%
DIRECT COST		802,785	\$447.98	91.53%
	State & Local Tax 3.90%	0	\$0.00	0.00%
	Use Tax by Owner	0	\$0.00	0.00%
	Permit & Plan Review Fee by Owner	0	\$0.00	0.00%
	Project Fee 3.50%	30,698	\$17.13	3.50%
	Construction Contingency 2.50%	21,927	\$12.24	2.50%
	Liability Insurance 1.41%	12,323	\$6.88	1.41%
	Builder's Risk Insurance 0.13%	1,109	\$0.62	0.13%
	Project Escalation 0.00%	0	\$0.00	0.00%
	Preconstruction Fee LS	1,500	\$0.84	0.17%
	Performance and Payment Bond LS	6,754	\$3.77	0.77%
TOTAL COST		\$877,097	\$489.45	100.0%

**Division 00 General Conditions**

Item Code	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
	<b>01 10 00 ADMINISTRATIVE REQUIREMENTS</b>					
01 11 01	Superintendent	13	Wks	<b>72,506</b>	\$40.46	8.3%
01 11 06	Project Engineer	3	Wks	<b>12,103</b>	\$6.75	1.4%
01 11 07	Project Coordinator	2	Wks	<b>4,271</b>	\$2.38	0.5%
01 11 00	Project Manager	5	Wks	<b>27,137</b>	\$15.14	3.1%
	<b>01 12 00 FIELD OFFICE EXPENSES</b>					
01 12 01	Courier	13	Wks	<b>650</b>	\$0.36	0.1%
01 12 02	Reproductions/Reprographics	13	Wks	<b>650</b>	\$0.36	0.1%
01 12 04	Field Office Equipment	13	Wks	<b>975</b>	\$0.54	0.1%
01 12 05	Field Office Supplies	13	Wks	<b>975</b>	\$0.54	0.1%
01 12 06	Textura	1	LS	<b>1,600</b>	\$0.89	0.2%
	<b>01 21 00, 01 22 00 TEMPORARY FACILITIES</b>					
01 21 01	Jobsite telephone/Sup. Cell phone/Radios	3	Mo	<b>901</b>	\$0.50	0.1%
01 22 07	Safety supplies/First Aid	3	Mo	<b>450</b>	\$0.25	0.1%
01 22 08	Water, ice and cups	3	Mo	<b>345</b>	\$0.19	0.0%
<b>DIVISION 1 TOTALS</b>				<b>122,563</b>	\$68.39	14.0%

**Division 2 Site Work**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>02 32 00 Geotechnical Investigation</b>						
1	Geotechnical Investigation		Clarification	by Owner		
02 32 00	Geotechnical Investigation			0	\$0.00	0.0%
<b>02 25 10 Site Basic Means &amp; Materials</b>						
1	Site Basic Means & Materials	1	LS	20,851	\$11.64	2.4%
2	FP Site Equipment		Clarification	Included		
3	Skid Attachments		Clarification	Included		
4	Site Clean-up		Clarification	Included		
5	Material Handling		Clarification	Included		
6	Site Maintenance: Tree Protection, Weed Control, Etc...		Clarification	Included		
7	Shovels, Rakes, Wheel Barrow, Site Hand Tools		Clarification	Included		
02 25 10	Site Basic Means & Materials			20,851	\$11.64	2.4%
<b>02 41 13 Demolition</b>						
1	Demolition	1	LS	13,713	\$7.65	1.6%
02 41 13	Demolition			13,713	\$7.65	1.6%
<b>02 58 00 Mold Remediation</b>						
1	Mold Remediation & Testing		Clarification	Excluded		
02 58 00	Mold Remediation			0	\$0.00	0.0%
<b>31 00 00 Earthwork</b>						
1	Earthwork Pkg	1	LS	67,755	\$37.81	7.7%
2	Site Demolition		Clarification	Included		
3	Tree Removal		Clarification	Included		
4	Building Excavation & Backfill		Clarification	Included		
5	Import / Export		Clarification	Included		
6	Site Grading		Clarification	Included		
7	Gravel Parking		Clarification	Included		
31 00 00	Earthwork			67,755	\$37.81	7.7%
<b>31 10 00 Survey - Site</b>						
1	Survey - Site Layout & Staking	2	Wks	15,836	\$8.84	1.8%
31 10 00	Survey - Site			15,836	\$8.84	1.8%
<b>31 11 00 Site - Civil</b>						
1	Civil Design Coordination	4	Hrs	792	\$0.44	0.1%
31 11 00	Site - Civil			792	\$0.44	0.1%
<b>31 23 19 Dewatering</b>						
1	Dewatering		Clarification	Excluded		
31 23 19	Dewatering			0	\$0.00	0.0%
<b>31 25 00 Erosion/Sedimentation Control (SWMP)</b>						
1	Erosion/Sedimentation Control	13	Wks	10,920	\$6.09	1.2%
2	Vehicle Tracking Control		Clarification	0	\$0.00	0.0%
3	BMP Management		Clarification	0	\$0.00	0.0%
4	Concrete Washout		Clarification	0	\$0.00	0.0%
5	Installation & Removal		Clarification	0	\$0.00	0.0%
31 25 00	Erosion/Sedimentation Control (SWMP)			10,920	\$6.09	1.2%
<b>31 90 00 Snow Removal</b>						
1	Snow Removal		Clarification	Excluded		
31 90 00	Snow Removal			0	\$0.00	0.0%
<b>32 12 16 Asphalt Patching</b>						
1	Asphalt Patching	1	LS	2,650	\$1.48	0.3%
32 12 16	Asphalt Patching			2,650	\$1.48	0.3%
<b>32 17 23 Pavement Markings</b>						
1	Pavement Markings	1	LS	850	\$0.47	0.1%
32 17 23	Pavement Markings			850	\$0.47	0.1%
<b>32 17 13 Parking Bumpers</b>						
1	Parking Bumpers	10	EA	1,532	\$0.85	0.2%
32 17 13	Parking Bumpers			1,532	\$0.85	0.2%
<b>32 13 13 Site Concrete</b>						
1	Site Concrete	1	LS	24,470	\$13.66	2.8%
2	ADA Parking Spaces		Clarification	Included		
3	Trash/Propane Pad		Clarification	Included		
4	Site Flatwork		Clarification	Included		
32 13 13	Site Concrete			24,470	\$13.66	2.8%
<b>32 31 00 Fences &amp; Gates</b>						
1	Fencing		Clarification	Excluded		
32 31 00	Fences & Gates			0	\$0.00	0.0%

**Division 2 Site Work**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>32 90 00 Landscaping &amp; Irrigation</b>						
1	Native Seeding	1	LS	2,500	\$1.40	0.3%
2	Irrigation		Clarification	Excluded		
32 90 00	Landscaping & Irrigation			2,500	\$1.40	0.3%
<b>12 93 00 Site Furnishings</b>						
1	Site Furnishings - NONE SHOWN		Clarification	by Owner		
2	Bike Racks		Clarification	by Owner		
3	Benches		Clarification	by Owner		
4	Picnic Tables		Clarification	by Owner		
5	Trash Enclosures		Clarification	by Owner		
12 93 00	Site Furnishings			0	\$0.00	0.0%
<b>33 10 00 Utilities</b>						
1	Utilities Pkg	1	LS	18,810	\$10.50	2.1%
2	Sanitary Sewer		Clarification	Included		
3	Water Service		Clarification	Included		
4	Propane - Underground Service & 500 Gallon Tank	1	LS	5,190	\$2.90	0.6%
33 10 00	Utilities			24,000	\$13.39	2.7%
<b>33 46 13 Foundation Drainage</b>						
1	Perimeter Drain System - See Trend Log		Clarification	Excluded		
33 46 13	Foundation Drainage			0	\$0.00	0.0%
<b>02 99 01 General Requirements</b>						
1	Wind and Weather Protection		Clarification	Excluded		
2	Portable Chemical Toilets	13	Wks	3,990	\$2.23	0.5%
3	Temporary Storage	3	Mo	2,545	\$1.42	0.3%
4	Site Dumpsters	13	Wks	11,050	\$6.17	1.3%
02 99 01	General Requirements			17,585	\$9.81	2.0%
<b>31 99 04 Radon Mitigation</b>						
1	Radon Mitigation System	1	LS	1,650	\$0.92	0.2%
31 99 04	Radon Mitigation			1,650	\$0.92	0.2%
<b>DIVISION 2 TOTALS</b>				<b>205,104</b>	<b>\$114.46</b>	<b>23.4%</b>



Division 3 Concrete								
LINE NO.	ITEM DESCRIPTION			QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
03 06 00 Concrete								
1	Building Concrete Pkg			1	LS	53,605		
2	Foundations					Included		
3	Structural Stoops / Patios					Included		
4	Crawlspace Strip Footings					Included		
03 06 00	Concrete					53,605		
DIVISION 3 TOTALS						53,605	\$29.91	6.1%

Division 4 Masonry					\$ PER S.F.	% OF TTL
LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL		
04 05 16 Masonry Falsework						
1	Masonry Falsework - NONE SHOWN		Clarification	Excluded		
04 05 16	Masonry Falsework			0	\$0.00	0.0%
04 20 00 Masonry						
1	Masonry - NONE SHOWN		Clarification	Excluded		
04 20 00	Masonry			0	\$0.00	0.0%
DIVISION 4 TOTALS				0	\$0.00	0.0%

Division 5 Steel						
LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
05 12 00 Structural Steel						
1	Structural Steel		Clarification	Not Required		
05 12 00	Structural Steel			0	\$0.00	0.0%
05 51 00 Misc Metals						
1	Metal Railings		Clarification	Not Required		
05 51 00	Misc Metals			0	\$0.00	0.0%
DIVISION 5 TOTALS				0	\$0.00	0.0%

**Division 6 Woods & Plastics**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>06 10 00 Rough Carpentry</b>						
1	Rough Carpentry	1	LS	7,233	\$4.04	0.8%
06 10 00	Rough Carpentry			7,233	\$4.04	0.8%
<b>06 11 00 Wood Framing</b>						
1	Crawlspace Support Walls	1	LS	4,720	\$2.63	0.5%
2	New Crawlspace Access, Shear Walls, and Door/Window Framing	1	LS	9,552	\$5.33	1.1%
3	Front Porch Roof	1	LS	24,481	\$13.66	2.8%
4	Posts, Beams, & PE Trusses		Clarification	Included		
5	Sheathing		Clarification	Included		
6	Siding & Trim		Clarification	Included		
06 11 00	Wood Framing			38,753	\$21.63	4.4%
<b>06 16 00 Sheathing &amp; Siding</b>						
1	Siding & Trim Repair as required	1	LS	11,743	\$6.55	1.3%
06 16 00	Sheathing & Siding			11,743	\$6.55	1.3%
<b>06 40 00 Finish Carp/Arch Woodwork</b>						
1	Cabinetry & Millwork Pkg	1	LS	13,479	\$7.52	1.5%
2	Plastic Laminate Wall & Base Cabinets		Clarification	Included		
3	Plastic Laminate Countertop & Backsplash		Clarification	Included		
4	Contertop Supports		Clarification	Included		
06 40 00	Finish Carp/Arch Woodwork			13,479	\$7.52	1.5%
<b>DIVISION 6 TOTALS</b>				71,207	\$39.74	8.1%

**Division 7 Thermal & Moisture Protection**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>07 10 00 Dampproofing &amp; Waterproofing</b>						
1	Dampproofing Pkg - NONE SHOWN		Clarification	Excluded		
2	Waterproofing Pkg - NONE SHOWN		Clarification	Excluded		
07 10 00	Dampproofing & Waterproofing			0	\$0.00	0.0%
<b>07 21 00 Thermal Insulation</b>						
1	Crawlspace Insulation w/ Vapor Barrier	1	LS	8,136	\$4.54	0.9%
07 21 00	Thermal Insulation			8,136	\$4.54	0.9%
<b>07 31 00 Sloped Roofing</b>						
1	New Porch Roof	1	LS	6,262	\$3.49	0.7%
07 31 00	Sloped Roofing			6,262	\$3.49	0.7%
<b>07 62 00 Sheet Metal Flashing and Trim</b>						
1	Gutters and Downspouts	1	LS	3,918	\$2.19	0.4%
2	Misc Flashings & Trim at Dissimilar Materials	1	LS	1,543	\$0.86	0.2%
07 62 00	Sheet Metal Flashing and Trim			5,461	\$3.05	0.6%
<b>07 84 00 Firestopping</b>						
1	Firestopping	1	LS	1,350	\$0.75	0.2%
07 84 00	Firestopping			1,350	\$0.75	0.2%
<b>07 92 00 Joint Sealers</b>						
1	Building & Joint Sealants Pkg	1	LS	3,580	\$2.00	0.4%
07 92 00	Joint Sealers			3,580	\$2.00	0.4%
<b>DIVISION 7 TOTALS</b>				<b>24,789</b>	<b>\$13.83</b>	<b>2.8%</b>

**Division 8 Doors & Windows**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>08 10 00 Doors &amp; Frames</b>						
1	Doors, Frames, & Hardware	1	LS	23,444	\$13.08	2.7%
2	Installation	1	LS	5,398	\$3.01	0.6%
3	Glazing		Clarification	Included		
4	Unload & Protect		Clarification	Included		
5	Sort & Distribute		Clarification	Included		
6	Final Adjustment of Hardware		Clarification	Included		
08 10 00	Doors & Frames			28,842	\$16.09	3.3%
<b>08 31 16 Access Panels and Frames</b>						
1	Crawlspace Access Doors	1	LS	3,345	\$1.87	0.4%
2	Interior Access Panels	1	LS	1,456	\$0.81	0.2%
08 31 16	Access Panels and Frames			4,801	\$2.68	0.5%
<b>08 50 00 Windows</b>						
1	Windows Pkg	1	LS	2,745	\$1.53	0.3%
2	Installation	1	LS	1,512	\$0.84	0.2%
08 50 00	Windows			4,257	\$2.38	0.5%
<b>DIVISION 8 TOTALS</b>				37,900	\$21.15	4.3%

Division 9 Finishes						
LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>09 21 16 Gypsum Board Assemblies</b>						
1	Drywall/Framing Pkg	1	LS	35,992	\$20.08	4.1%
09 21 16	Gypsum Board Assemblies			35,992	\$20.08	4.1%
<b>09 51 00 Acoustical Ceilings</b>						
1	Acoustical Ceiling Pkg	1	LS	12,600	\$7.03	1.4%
09 51 00	Acoustical Ceilings			12,600	\$7.03	1.4%
<b>09 60 00 Flooring</b>						
1	Flooring Pkg	1	LS	19,645	\$10.96	2.2%
09 60 00	Flooring			19,645	\$10.96	2.2%
<b>09 91 00 Painting</b>						
1	Painting Pkg	1	LS	14,166	\$7.91	1.6%
09 91 00	Painting			14,166	\$7.91	1.6%
<b>09 99 01 Final Clean</b>						
1	Final Clean	1,792	SF	2,688	\$1.50	0.3%
09 99 01	Final Clean			2,688	\$1.50	0.3%
<b>DIVISION 9 TOTALS</b>				<b>85,091</b>	<b>\$47.48</b>	<b>9.7%</b>

**Division 10 Specialties**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>10 11 00 Visual Display Surfaces</b>						
1	Marker Boards/Tackboards - NONE SHOWN		Clarification	by Owner		
10 11 00	Visual Display Surfaces			0	\$0.00	0.0%
<b>10 14 00 Building Signage</b>						
1	Interior Signage Pkg - Code Minimum	1	LS	1,595	\$0.89	0.2%
2	Parking Lot/Drive Lane Signage	1	LS	885	\$0.49	0.1%
3	Exterior Building Mounted Signage	1	LS	3,682	\$2.05	0.4%
4	Monument Signs - NONE SHOWN		Clarification	Excluded		
10 14 00	Building Signage			6,162	\$3.44	0.7%
<b>10 28 13 Toilet Accessories</b>						
1	Restroom Accessories Pkg	1	LS	4,245	\$2.37	0.5%
10 28 13	Toilet Accessories			4,245	\$2.37	0.5%
<b>10 22 26 Operable Partitions</b>						
1	Operable Partitions Pkg	1	LS	11,178	\$6.24	1.3%
10 22 26	Operable Partitions			11,178	\$6.24	1.3%
<b>10 26 00 Wall and Door Protection</b>						
1	Wall and Door Protection		Clarification	Excluded		
10 26 00	Wall and Door Protection			0	\$0.00	0.0%
<b>10 26 23 Protective Wall Covering</b>						
1	FRP	1	LS	750	\$0.42	0.1%
10 26 23	Protective Wall Covering			750	\$0.42	0.1%
<b>10 41 16 Emergency Key Cabinets</b>						
1	Knox Box	1	EA	775	\$0.43	0.1%
10 41 16	Emergency Key Cabinets			775	\$0.43	0.1%
<b>10 43 16 First Aid Cabinets</b>						
1	First Aid Cabinets		Clarification	by Owner		
10 43 16	First Aid Cabinets			0	\$0.00	0.0%
<b>10 44 00 Fire Protection Specialties</b>						
1	Fire Extinguishers & Cabinets	2	EA	700	\$0.39	0.1%
10 44 00	Fire Protection Specialties			700	\$0.39	0.1%
<b>10 56 00 Storage Assemblies</b>						
1	Storage Assemblies		Clarification	by Owner		
10 56 00	Storage Assemblies			0	\$0.00	0.0%
<b>DIVISION 10 TOTALS</b>				<b>23,810</b>	<b>\$13.29</b>	<b>2.7%</b>



Division 11 Equipment					\$ PER S.F.	% OF TTL
LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL		
11 31 00 Appliances						
1	Appliances		Clarification	by Owner		
11 31 00	Appliances			0	\$0.00	0.0%
11 52 00 Audio-Visual Equipment						
1	Audio-Visual Equipment		Clarification	by Owner		
11 52 00	Audio-Visual Equipment			0	\$0.00	0.0%
DIVISION 11 TOTALS				0	\$0.00	0.0%

**Division 12 Furnishings**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>12 20 00 Window Treatments</b>						
1	Window Treatments - NONE SHOWN		Clarification	by Owner		
12 20 00	Window Treatments			0	\$0.00	0.0%
<b>12 51 00 Furniture</b>						
1	FF&E		Clarification	by Owner		
2	Book Shelves		Clarification	by Owner		
12 51 00	Furniture			0	\$0.00	0.0%
<b>DIVISION 12 TOTALS</b>				0	\$0.00	0.0%

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
13 00 00	Special Construction					
1	Relocate & Set Modular Buildings	1	LS	19,640	\$10.96	2.2%
13 00 00	Special Construction			19,640	\$10.96	2.2%
DIVISION 13 TOTALS				19,640	\$10.96	2.2%

**Division 14 Conveying Systems**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>14 20 00 Elevators</b>						
1	Elevator		Clarification	Not Required		
14 20 00	Elevators			0	\$0.00	0.0%
<b>14 42 00 Wheelchair Lifts</b>						
1	Wheelchair Lift		Clarification	Not Required		
14 42 00	Wheelchair Lifts			0	\$0.00	0.0%
<b>DIVISION 14 TOTALS</b>				<b>0</b>	<b>\$0.00</b>	<b>0.0%</b>

**Division 15 Mechanical**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
<b>21 00 00 Fire Suppression</b>						
1	Fire Protection Systems		Clarification	Not Required		
21 00 00	Fire Suppression			0	\$0.00	0.0%
<b>22 00 00 Plumbing</b>						
1	Plumbing Pkg	1	LS	40,102	\$22.38	4.6%
22 00 00	Plumbing			40,102	\$22.38	4.6%
<b>23 00 00 HVAC</b>						
1	Mechanical Pkg	1	LS	45,452	\$25.36	5.2%
23 00 00	HVAC			45,452	\$25.36	5.2%
<b>21 99 01 Mechanical Systems Coordinator</b>						
1	Mechanical Systems Coordinator	8	Hours	975	\$0.54	0.1%
21 99 01	Mechanical Systems Coordinator			975	\$0.54	0.1%
<b>DIVISION 15 TOTALS</b>				<b>86,529</b>	<b>\$48.29</b>	<b>9.9%</b>

**Division 16 Electrical**

LINE NO.	ITEM DESCRIPTION	QUAN	UNIT	ITEM TOTAL	\$ PER S.F.	% OF TTL
26 00 00 Electrical						
1	Electrical Pkg	1	LS	72,548	\$40.48	8.3%
2	Safe-off of Existing		Clarification	Included		
3	Temporary Power		Clarification	Included		
4	Service / Feeders / Distribution		Clarification	Included		
5	Branch Circuiting		Clarification	Included		
6	Mechanical Power		Clarification	Included		
7	Lighting / Controls		Clarification	Included		
8	Low-Voltage Rough-in		Clarification	Included		
9	Fire Alarm System		Clarification	Not Required		
26 00 00	Electrical			72,548	\$40.48	8.3%
27 00 00 Communications						
1	Structured Cabling		Clarification	by Owner	\$0.00	0.0%
2	Head End Equipment & Patching		Clarification	by Owner		
3	Wireless Access Points		Clarification	by Owner		
27 00 00	Communications			0	\$0.00	0.0%
28 13 00 Security Systems						
1	Access Control, Security Alarms, Cameras, Intrusion Systems		Clarification	by Owner	\$0.00	0.0%
28 13 00	Security Systems			0		
27 99 01 Audio Visual Systems						
1	Audio Visual Systems		Clarification	by Owner	\$0.00	0.0%
27 99 01	Audio Visual Systems			0		
DIVISION 16 TOTALS				72,548	\$40.48	8.3%



## EXHIBIT G

Hard Cost	Current Pending Total	% Change
\$877,097	\$843,340	-4%

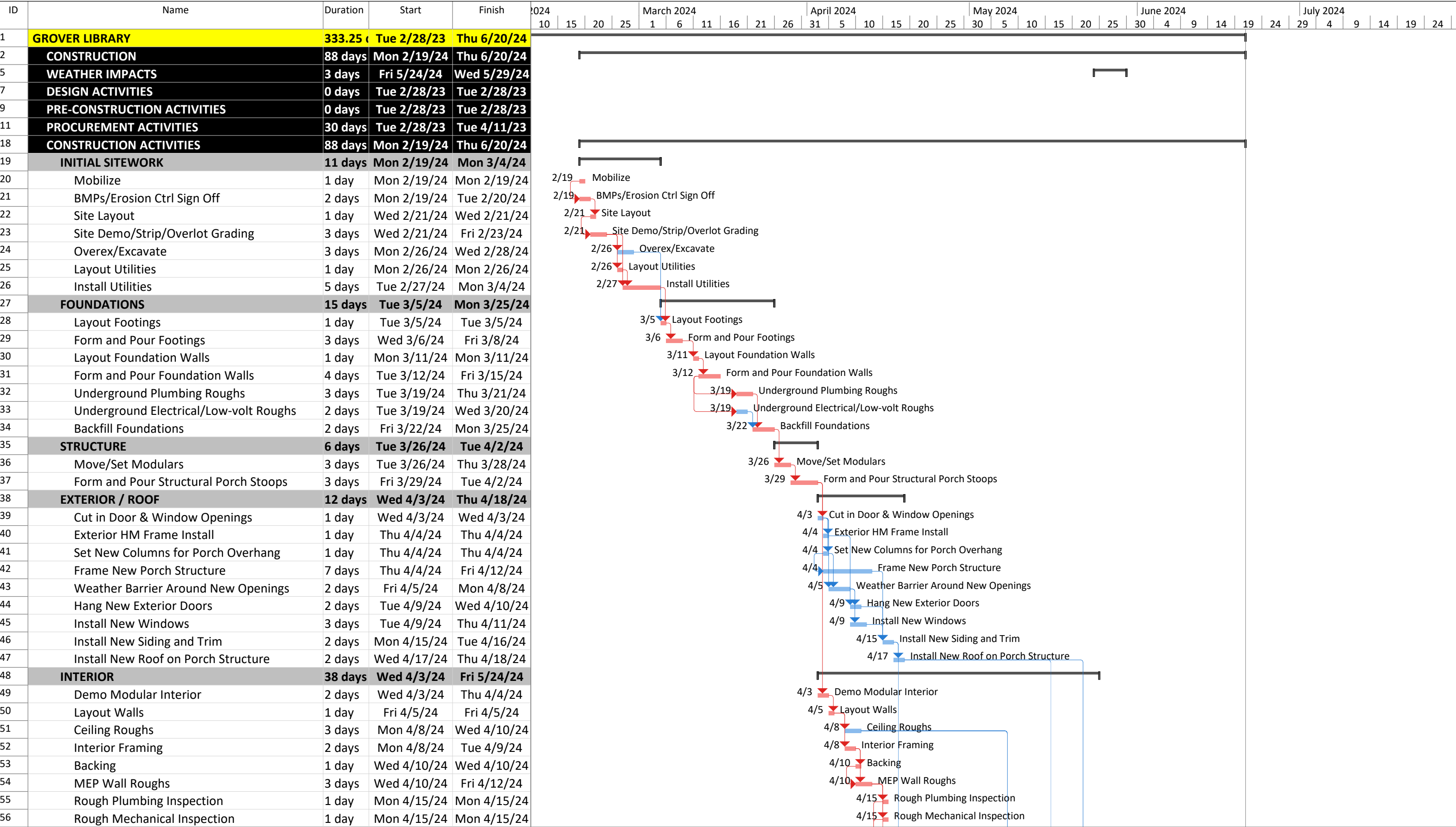
Budget	Difference	%
\$788,800	(\$54,540)	-7%

1792      \$470.61 /sf cost

Trend Log			
Dwg Pkg	Area	System	
100% CD	ALL	Enclosure	\$0
		Foundation	\$0
		Interiors	(\$16,549)
		Mech/Elec	(\$1,700)
		Roof	\$0
		Site	(\$11,490)
		Multi	\$0
		<b>TOTALS</b>	<b>(\$29,738)</b>
		<b>Pending</b>	<b>\$3,591</b>
		<b>Accepted</b>	<b>(\$33,757)</b>

Item #	Drawing Package	System	Date Initiated	Initiated By	Description	Add / Deduct	Change Amount	Date Presented	Disposition of Change	Related Item	Notes
CD001	100% CD	Site	12/6/24	FP	Add perimeter drain	Add	\$7,210		Pending		
CD002	100% CD	Enclosure	12/6/23	FP	Add damproofing to foundation walls	Add	\$6,767		Rejected		
CD003	100% CD	Interiors	12/6/23	FP	Remove operable glass door system	Deduct	(\$12,389)		Rejected		
CD004	100% CD	Site	12/6/23	FP	Remove 4' concrete drain pan @ parking lot	Deduct	(\$8,353)		Accepted		
CD005	100% CD	Mech/Elec	12/6/23	FP	Remove radon mitigation system	Deduct	(\$1,700)		Rejected		
CD006	100% CD	Site	12/6/23	FP	Remove concrete trash pad	Deduct	(\$2,323)		Rejected		
CD007	100% CD	Site	12/6/23	FP	Remove 900sf of sidewalk	Deduct	(\$9,167)		Rejected	CD013	Remove 400sf of sidewalk
CD008	100% CD	Site	12/6/24	FP	Remove south overflow parking	Deduct	(\$10,480)		Accepted		
CD009	100% CD	Interiors	12/6/24	FP	20ga studs in lieu of 18ga at interior walls	Deduct	(\$1,833)		Accepted		
CD010	100% CD	Interiors	12/6/24	FP	Mohawk - Secoya LVT in lieu of specified	Deduct	(\$4,160)		Rejected		
CD011	100% CD	Interiors	12/6/24	FP	Shaw - Terrain II LVT in lieu of specified	Deduct	(\$5,304)		Accepted		
CD012	100% CD	Enclosure	12/6/24	FP	Re-roof entire modular building	Add	\$12,091		Pending		
CD013	100% CD	Site	1/19/24	Wember	Remove 400sf of sidewalk	Deduct	(\$4,125)		Accepted		
CD014	100% CD	Site	1/19/24	Wember	Reduce trash pad by half	Deduct	(\$1,161)		Accepted		
CD015	100% CD	Mech/Elec	1/19/24	Wember	Highwest run overhead power to building	Deduct	(\$8,500)		Pending		
CD016	100% CD	Interiors	1/19/24	FP	Remove crawlspace door and use plywood	Deduct	(\$2,500)		Accepted		

Grover Library Schedule







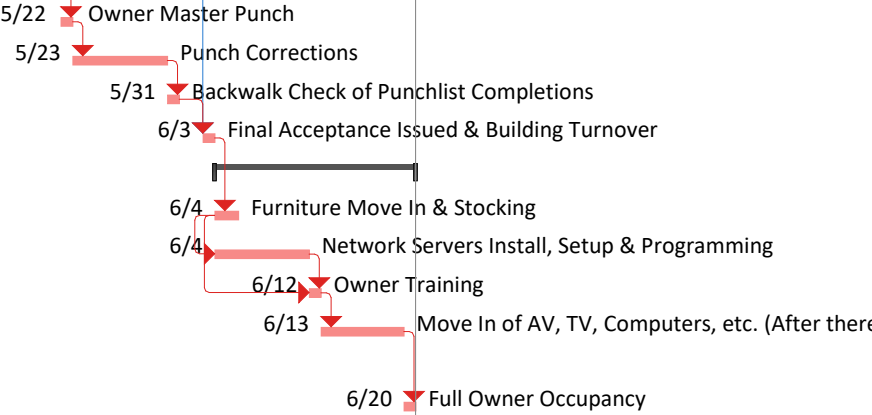
Grover Library Schedule

ID	Name	Duration	Start	Finish	2024				March 2024				April 2024				May 2024				June 2024				July 2024												
					10	15	20	25	1	6	11	16	21	26	31	5	10	15	20	25	30	5	10	15	20	25	30	4	9	14	19	24	29	4	9	14	19
57	Rough Electrical Inspection	1 day	Mon 4/15/24	Mon 4/15/24														4/15																			
58	Frame Inspection	1 day	Mon 4/15/24	Mon 4/15/24														4/15																			
59	Drywall & Finishing	5 days	Tue 4/16/24	Mon 4/22/24														4/16																			
60	Install Knockdown Door Frames	1 day	Tue 4/23/24	Tue 4/23/24															4/23																		
61	Prime & 1st Coat Paint	2 days	Wed 4/24/24	Thu 4/25/24															4/24																		
62	Suspended Ceilings	3 days	Fri 4/26/24	Tue 4/30/24															4/26																		
63	Restrom Tile	3 days	Fri 5/3/24	Tue 5/7/24																5/3																	
64	Specialties	1 day	Fri 5/3/24	Fri 5/3/24																5/3																	
65	Light Fixture/GRD Drops	5 days	Wed 5/1/24	Tue 5/7/24																5/1																	
66	Cabinetry/Casework	4 days	Fri 4/26/24	Wed 5/1/24															4/26																		
67	Above Ceiling Plumbing Inspection	1 day	Wed 5/8/24	Wed 5/8/24																5/8																	
68	Above Ceiling Mechanical Inspection	1 day	Wed 5/8/24	Wed 5/8/24																5/8																	
69	Above Ceiling Electrical Inspection	1 day	Wed 5/8/24	Wed 5/8/24																5/8																	
70	Ceiling Tile	2 days	Thu 5/9/24	Fri 5/10/24																5/9																	
71	Electrical Trim Out	1 day	Mon 5/13/24	Mon 5/13/24																5/13																	
72	Mechanical Trim Out	1 day	Mon 5/13/24	Mon 5/13/24																5/13																	
73	Plumbing Trim Out	1 day	Mon 5/13/24	Mon 5/13/24																5/13																	
74	Final Paint	2 days	Mon 5/13/24	Tue 5/14/24																5/13																	
75	Flooring	2 days	Mon 5/13/24	Tue 5/14/24																5/13																	
76	Interior Building Signage	1 day	Wed 5/15/24	Wed 5/15/24																5/15																	
77	MEP Start Up Water Heater and Gas Furnace	1 day	Tue 5/14/24	Tue 5/14/24																5/14																	
78	Testing & Balance	1 day	Wed 5/15/24	Wed 5/15/24																5/15																	
79	FP Pre Punch	1 day	Thu 5/16/24	Thu 5/16/24																5/16																	
80	FP Pre Punch Corrections	1 day	Fri 5/17/24	Fri 5/17/24																5/17																	
81	Final Envelope Observation	1 day	Fri 5/17/24	Fri 5/17/24																5/17																	
82	Owner Vendors 100% Complete	1 day	Mon 5/20/24	Mon 5/20/24																5/20																	
83	Final Clean	1 day	Tue 5/21/24	Tue 5/21/24																5/21																	
84	Final Inspections	8 days	Wed 5/15/24	Fri 5/24/24																																	
85	Plumbing Final	1 day	Wed 5/15/24	Wed 5/15/24																5/15																	
86	Mechanical Final	1 day	Wed 5/15/24	Wed 5/15/24																5/15																	
87	Electrical Final	1 day	Wed 5/15/24	Wed 5/15/24																5/15																	
88	Life Safety Final	1 day	Thu 5/16/24	Thu 5/16/24																5/16																	
89	Life Safety Corrections	2 days	Fri 5/17/24	Mon 5/20/24																5/17																	
90	Life Safety Re-Inspection	1 day	Tue 5/21/24	Tue 5/21/24																5/21																	
91	Building Final	2 days	Wed 5/22/24	Thu 5/23/24																5/22																	
92	TCO/Substantial Completion	1 day	Fri 5/24/24	Fri 5/24/24																5/24																	
93	HARDSCAPE / LANDSCAPE	14 days	Wed 4/17/24	Mon 5/6/24																																	
94	Final Site Grading	2 days	Wed 4/17/24	Thu 4/18/24																4/17																	
95	Concrete Site Paving	3 days	Fri 4/19/24	Tue 4/23/24																4/19																	
96	Concrete ADA Parking Stalls	3 days	Fri 4/19/24	Tue 4/23/24																4/19																	
97	Lay Parking Lot Gravel	3 days	Wed 4/24/24	Fri 4/26/24																4/24																	
98	Parking Lot Striping	1 day	Wed 4/24/24	Wed 4/24/24																4/24																	
99	Site Signage	1 day	Mon 4/29/24	Mon 4/29/24																4/29																	
100	Landscaping	5 days	Tue 4/30/24	Mon 5/6/24																4/30																	
101	CLOSEOUT & COMMISSIONING	21 days	Wed 5/22/24	Thu 6/20/24																																	



Grover Library Schedule

ID	Name	Duration	Start	Finish	2024				March 2024						April 2024						May 2024						June 2024						July 2024					
					10	15	20	25	1	6	11	16	21	26	31	5	10	15	20	25	30	5	10	15	20	25	30	4	9	14	19	24	29	4	9	14	19	24
102	FINAL ACCEPTANCE/COMPLETION (Public Work)	8 days	Wed 5/22/24	Mon 6/3/24																																		
103	Owner Master Punch	1 day	Wed 5/22/24	Wed 5/22/24																																		
104	Punch Corrections	5 days	Thu 5/23/24	Thu 5/30/24																																		
105	Backwalk Check of Punchlist Completions	1 day	Fri 5/31/24	Fri 5/31/24																																		
106	Final Acceptance Issued & Building Turnover	1 day	Mon 6/3/24	Mon 6/3/24																																		
107	OWNER MOVE-IN/OCCUPANCY	13 days	Tue 6/4/24	Thu 6/20/24																																		
108	Furniture Move In & Stocking	2 days	Tue 6/4/24	Wed 6/5/24																																		
109	Network Servers Install, Setup & Programming	6 days	Tue 6/4/24	Tue 6/11/24																																		
110	Owner Training	1 day	Wed 6/12/24	Wed 6/12/24																																		
111	Move In of AV, TV, Computers, etc. (After there are no trades on site)	5 days	Thu 6/13/24	Wed 6/19/24																																		
112	Full Owner Occupancy	1 day	Thu 6/20/24	Thu 6/20/24																																		



**EXHIBIT I**

Pricing Clarifications for  
Grover Library  
100% CD Estimate  
of Drawings Dated 12/6/2023

Division One

- <sup>1</sup> This GMP is based on the 100%CD drawings and specifications dated 12/6/2023 as generated by Wember, Inc.
- <sup>2</sup> The Contract excludes all utility development fees and all municipal development fees.
- <sup>3</sup> The Scope of Work excludes all hazardous material sampling, testing and abatement.
- <sup>4</sup> It is assumed that the structural engineer of record will provide all structural engineering, including providing structural services in accordance with 2016 AISC Steel Manual 15th Edition - Code of Standard Practice For Steel Buildings and Bridges, Section 3.1 and subsection 3.1.1 Option 1, and that no structural engineering services will be required by Fransen Pittman.
- <sup>5</sup> This guaranteed maximum price is not a line item guaranteed maximum price and cannot be treated as such.

Division Two

- <sup>1</sup> There are no landscape or irrigation plans provided. Fransen Pittman has included seeding disturbed areas with native seed once construction is complete.
- <sup>2</sup> The utility plan on sheet CU101 shows irrigation sleeves beneath all concrete sidewalks. There are no irrigation plans and it was discussed that the site will only receive native seed once construction is completed. Fransen Pittman has excluded all irrigation and irrigation sleeving.
- <sup>3</sup> The site demolition plan, sheet CD101, notes that the water meter pit is to be removed and salvaged for reuse. The utility plan, sheet CU101, notes to reuse the existing water meter pit. In either scenario, the water meter pit is shown to be in the exact same location as it is currently. It is also highly unlikely that the meter pit will be reusable once removed. Fransen Pittman has included reusing the existing meter pit as is, and not removing or relocating it.

Division Three

- <sup>1</sup> Fransen Pittman does not warrant slabs-on-grade and slabs cast on metal decking against cracking that will affect the aesthetic characteristics of the floor.
- <sup>2</sup> Specific requirements limiting moisture or ph of concrete materials, including flow-fill are excluded from Scope of Work.
- <sup>3</sup> Special coatings and/or special floor preparations required for concrete due to moisture or ph conditions are excluded from the Scope of Work.

Division Four

- <sup>1</sup> There is no Division 4 scope shown in documents. Division 4 work is excluded.

Division Five

- <sup>1</sup> There is no Division 5 scope shown in documents. Division 5 work is excluded.

Division Six

- <sup>1</sup> Sheet A1.1 Floor Plan shows millwork in plan view in Meeting Room 101, however, there is no elevation of this millwork. Wember confirmed in Item #1 of the Q&A Log that this millwork has been deleted. Therefore, Fransen Pittman has excluded this millwork.
- <sup>2</sup> Kitchen Elevation D on A5.1 calls for P. Lam countertop & backsplash "K", however, Section 4 & 5 for the Kitchen casework call out solid surface tops. Wember confirm in Item #2 of the Q&A Log that these countertops are to be P. Lam. Fransen Pittman has included P. Lam countertops as shown.
- <sup>3</sup> Fransen Pittman has only included re-siding the T-1-11 siding for new construction scope. If the existing siding needs to be replaced due to aging, weather, etc... this will need to be handled via Change Order and/or Construction Contingency.

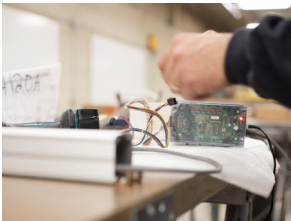
Division Seven

- <sup>1</sup> It was discussed that the crawlspace needs to be conditioned, however, there are no details or specifications on insulating the crawlspace. Fransen Pittman has included unfaced, R-19 fiberglass batt insulation on the internal side of the foundation wall in the crawlspace. Insulation to extend from rim joists down the entire face of the foundation wall.
- <sup>2</sup> Fransen Pittman has only included installing new roofing on the new porch structure. Re-roofing the modular buildings is excluded.
- <sup>3</sup> Fransen Pittman has not included any additional building thermal insulation, besides conditioning the crawlspace. Any additional thermal insulation required by code or AHJ is to be handled via Change Order and/or Construction Contingency.

Division Eight

- <sup>1</sup> Due to the commercial requirements of the doors, frames, and hardware, i.e., access control, panic hardware, etc.. residential type frames and doors could not be accommodated as previously discussed. Fransen Pittman has included the following:
  - Exterior Doors & Frames - Hollow Metal
  - Interior Frames - Prefinished Knockdown
  - Interior Doors - Primed Solid Core MDF
  - Door Hardware - Commercial grade by Cal-Royal Products, Inc.

Due to there being no doors, frames, and hardware specifications, for clarity, the following pages are submittals for what Fransen Pittman has included in the GMP Pricing.



# LA FORCE |

# COLLINS

DOOR & HARDWARE

Project: Grover Library  
Location: Grover, CO  
Date: January 31, 2024  
Project Manager: Austin Michaud  
Phone: 970-221-2396  
Email: [Austin.Michaud@laforceinc.com](mailto:Austin.Michaud@laforceinc.com)  
Office: Fort Collins



**HOLLOW METAL**



**HARDWARE**



**WOOD DOORS**



**KEYING**



**Timely Frames**

## Single Openings

*To hand a door stand from the outside or key side.*



## Double Openings

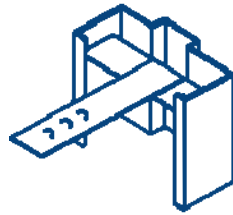
*To hand a door stand from the outside or key side.*



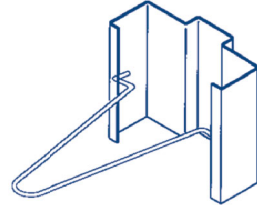
1. Your order is subject to the terms and conditions found at <http://www.laforceinc.com>.
2. These shop drawings are **NOT** to be used for ordering glass, wood doors or any other doors to fit our frames. You must contact LaForce, Inc. for any needed information related to our doors or frames.
3. Responsibility for the use or misinterpretation of this schedule rests with the user. If any clarification is required, such clarification should be obtained before fabrication or installation of any materials.
4. Any discrepancies regarding the approved hardware and its application are to be brought to the attention of LaForce, Inc. prior to fabrication of any associated materials.
5. Shipping bars attached to frames: Shipping bars are intended to prevent the frame from twisting during transit and are NOT to be used as a spreader bar to set/install the frame.
6. **STOP painters and other trades from painting-over or removing fire labels.** We will not be responsible for fire labels being painted-over or removed from our doors or frames by anyone. Fire labels are required by code. If painted-over or removed from the door or frame, the fire rating will be voided for the entire door opening.
7. Door silencers are supplied installed in hollow metal frames intended for masonry walls.
8. No changes can be made after we have ordered or fabricated material in accordance with the approved shop drawings. All changes will be treated as supplemental orders. Material no longer required will be treated as owner's attic stock.
9. Any tools, wrenches, instructions and maintenance sheets, or information packed with the locks, closers, panic devices, and other pieces of hardware are to be turned over to the owner.
10. We must be notified about any missing or damaged material **within 3 days of delivery**. Failure to notify us within such 3-day period will result in extra charges for replacement materials.
11. **NO BACK CHARGES** for work done or material furnished by anyone other than LaForce Inc. will be accepted without prior written approval from our office.

**PLEASE READ**

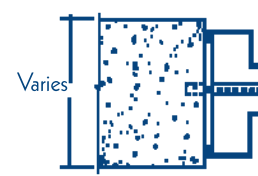




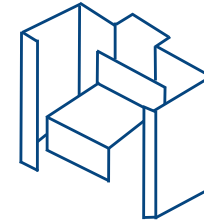
**Masonry Wall  
Anchor**  
**MA**



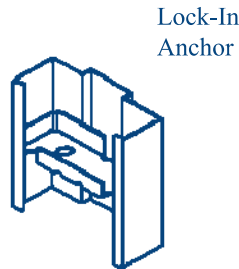
**Masonry Wire  
Anchor**  
**MWA**



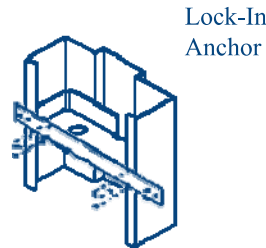
**Existing Wall  
“pin thru anchor”**  
**EWA**



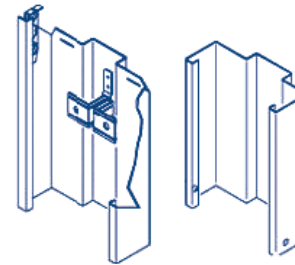
**Welded in Steel  
Stud Anchor “Z”**  
**SSA**



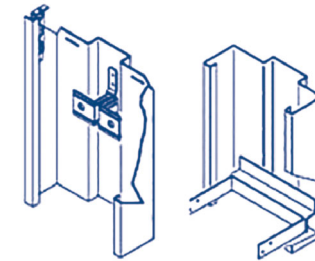
**Anchor for Steel  
Stud Partition**  
**SSA**



**Anchor for Wood  
Stud Partition**  
**WSA**



**Compression Anchor with  
Dimpled Base Anchor**  
**CAD**



**Compression Anchor with  
Strap Base Anchor**  
**CAS**

## **\*\*\* LAFORCE ABBREVIATIONS \*\*\***

### **Fire Ratings**

<b>A</b>	3 hour	<b>20</b>	20 min
<b>B</b>	1.5 hour	<b>60</b>	60 min
<b>C</b>	45 min	<b>B250</b>	temp rise 250V

### **Door “Series” Columns**

<b>14</b>	14 Gauge
<b>16</b>	16 Gauge
<b>18</b>	18 Gauge
<b>20</b>	20 Gauge
<b>22</b>	22 Gauge
<b>F</b>	Flush Edges
<b>G</b>	Galvannealed (UNO)
<b>M</b>	Mineral Wool Core
<b>P</b>	Polystyrene Core
<b>T</b>	Top Cap
<b>U</b>	Urethane Core
<b>V</b>	Vertical Stiffened
<b>VM</b>	Vertical Stiffened with Fiberglass Filler (Trio)
<b>VU</b>	Vertical Stiffened with Urethane Filler (Trio-E)
<b>X</b>	Hollow Metal Specialty Door - see details
<b>WX</b>	Wood Specialty Door - see details

### **Frame “Type” Columns**

<b>14</b>	14 Gauge
<b>16</b>	16 Gauge
<b>C</b>	Cased Open
<b>D</b>	Double Backbend Drywall Welded Frame
<b>G</b>	Galvannealed (UNO)
<b>K</b>	Knock Down Double Backbend Drywall Frame
<b>M</b>	Standard Section (single backbend) Welded Frame
<b>S</b>	Hollow Metal Specialty Frame - see details
<b>U</b>	Unassembled
<b>WS</b>	Wood Specialty Frame - see details

### **Frame Anchors**

<b>CAD</b>	Compression Anchor with Dimpled Base - KD Only
<b>CAS</b>	Compression Anchor with Strap Base - KD Only
<b>EWA</b>	Existing Wall Anchors x Expansion Bolt
<b>EWM</b>	Existing Wall Anchors x Machine Screw
<b>EWT</b>	Existing Wall Anchors x Tapcon
<b>EWW</b>	Existing Wall Anchors x Wood Screw
<b>MA</b>	Masonry Anchors
<b>MWA</b>	Masonry Wire Anchors
<b>NA</b>	Not Applicable
<b>SP</b>	Special Anchors
<b>SSA</b>	Steel Stud Anchors
<b>WSA</b>	Wood Stud Anchors

### **General Abbreviations**

<b>AL</b>	Aluminum	<b>ITS</b>	Intertek
<b>AWS</b>	All Wood Screws	<b>LBR</b>	Less Bottom Rod
<b>BO</b>	By Others	<b>MDO</b>	Medium Density Overlay
<b>BOF</b>	Bottom of Frame	<b>NA</b>	Not Applicable
<b>BP</b>	Back Paint	<b>OH</b>	Overhead Door
<b>BS</b>	Backset	<b>PA</b>	Parallel Arm Mounting
<b>BTB</b>	Back to Back Mounting	<b>PLAM</b>	Plastic Laminate
<b>C/C</b>	Cut for Cylinder	<b>REG</b>	Regular Arm Mounting
<b>CTC</b>	Center to Center	<b>SC</b>	Solid Core
<b>DA</b>	Double Acting	<b>SJ</b>	Strike Jamb
<b>DE</b>	Double Egress	<b>SMS</b>	Sheet Metal Screws
<b>DL</b>	Deadlock	<b>SNB</b>	Sex Bolts
<b>DW</b>	Drywalled Opening	<b>TB</b>	Through Bolts
<b>EX</b>	Existing	<b>TJ</b>	Top Jamb Mounting
<b>GL</b>	Glass Door	<b>TMS</b>	Template Machine Screws
<b>HC</b>	Hollow Core	<b>UL</b>	Underwriters Laboratories
<b>HJ</b>	Hinge Jamb	<b>UNO</b>	Unless Noted Otherwise
<b>HL</b>	Hospital Latch	<b>WD</b>	Wood
<b>HM</b>	Hollow Metal	<b>WH</b>	Warnock Hersey
<b>HR</b>	Head Reinforced	<b>WS</b>	Wood Screws
<b>HS</b>	Hospital Stop		

**PLEASE READ**



## INSTALLATION TIPS

- Refer to manufacturer's installation instruction sheets for proper installation of all door hardware.
- Install overhead stops, bar coordinators, and mounting brackets before installing door closers.
- Mount at heights as directed, otherwise mount at industry recommendations.
- Insure that the door & frame are plumb.
- Over tightened fasteners could cause binding.

## PROJECT COMPLETION REQUIREMENTS

Turn over to the owner the following:

- Installation instructions
- Special installation tools
- Hardware schedules & related drawings
- Keying information and instructions
- Excess hardware & fasteners
- Warranty information
- Operational information

## TROUBLE SHOOTING QUICK TIPS

### IF THIS HAPPENS . . .

									HARDWARE ITEM
1. Door won't close	✓	✓	✓					✓	Hinge, Closer
2. Door binds	✓	✓						✓	Hinge
3. Door won't latch	✓	✓	✓	✓				✓	Hinge, Closer, Strike
4. Latchbolt is difficult to retract				✓	✓	✓		✓	Strike, Lock, Key
5. Latchbolt hangs up on strike	✓		✓	✓				✓	Closer, Strike
6. Latchbolt won't engage into strike	✓		✓	✓				✓	Closer, Strike
7. Latchbolt won't fully extend						✓	✓		Lock
8. Bottom rod won't latch, or drags	✓		✓	✓				✓	Closer, Exit Device, Strike
9. Top & bottom rods won't latch	✓		✓	✓				✓	Closer, Exit Device, Strike
10. Key is difficult to turn				✓	✓	✓		✓	Strike, Lock, Key

### . . . CHECK THIS

Improper hardware installation
Floor not level
Fasteners are over tightened
Worn or improperly cut key
Strike and latchbolt are misaligned
Closer adjusted or sized improperly
Hinge screws not tight
Door or frame out of plumb





January 31, 2024

Tommy Sporleder  
Fransen Pittman Construction  
9563 S Kingston Court, Suite 200  
Englewood, CO 80112

Re: Grover Library  
Grover, CO  
LaForce / Collins Door & Hardware Job #49022

Dear Tommy:

We have enclosed (1) electronic copy of our hollow metal, hollow metal specialties, wood door, door hardware and keying schedules for your approval. Also included is (1) copy of the hardware cutsheets. Shop drawings are prepared from the Architectural Drawings dated 12/6/2023.

Please return (1) copy of the approved schedule as soon as possible to avoid any delays in the processing of your order.

We would like to call your attention to the following items:

- 1) Below is a list of delivery leadtimes for the items as scheduled. These leadtimes do not begin until we receive our approved shop drawings, along with a sufficient answer/response to each item in this letter. Please note that next to each of our leadtimes we have left a space for you to fill in your required need date. Please take a moment and fill in these dates, as they will help us to schedule your delivery.

MATERIALS	LEADTIMES	G.C. NEED DATES
Hollow metal frames	Approx. 6 – 8 weeks	
Hollow metal doors	Approx. 6 – 8 weeks	
Wood doors	Approx. 4 – 5 weeks	
Timely frames	Approx. 5 – 6 weeks	
Hardware	Approx. 7 – 8 weeks	
Locksets (*Pending Keying Approval)	Approx. 7 – 8 weeks*	

To avoid delay, please return approved shop drawings by 2/16/2024. Include a copy of the construction schedule for coordination and our records.

- 2) We have scheduled all hollow metal doors with the industry standard 3/4" undercut, and all wood doors with a 5/8" undercut, unless noted otherwise. (Note: Undercut is measured from the bottom of the frame to the bottom of the door.) We have found these undercuts sufficient to accommodate most floor coverings and eliminate the need for cutting or grinding door bottoms in the field due to uneven floors, carpet thickness, etc. If any doors require undercuts different from what we have noted, please advise us of which doors & the exact undercut required.
- 3) Verify Jamb Depth & Anchor Type at all Exterior Frames?
- 4) Verify Stud size for wall type P-1? Is a 3-1/2" Metal Stud being used or a 3-5/8" Metal Stud being used?
- 5) Timely's Prefinished Knockdown Frames will be a standard color (Browntone, Autumn Brown, Black, Stone Gray, Western White, Alumatone or Primed). Additional colors are available, but there will be an added cost associated with any color that is not a Timely standard. Color chart is attached.
- 6) Silencers will not work at exterior openings, should we change to weatherstripping, door sweeps, & thresholds?
- 7) Keying on this project is to be coordinated directly between the owner and the Commercial Key representative. Please provide:
  - a.) The contact information (name, address, and phone number) for the owner's representative.
  - b.) If we are to tie into an existing masterkey system, please also provide the keyway of the existing key system.The above information is required before any locksets can be ordered.

Respectfully,



Austin Michaud  
LaForce / Collins Door & Hardware  
P: 970-221-2396

AM / amj

Enclosures

## INDEX BY DOOR NUMBER

Door #	Hdw Set #	Heading	Page		Door #	Hdw Set #	Heading	Page
101A	3	3 v1	4					
101B		v1	9					
102A	3	3 v2	5					
103A	3	3 v1	4					
103B	1	1	3					
104A	4	4	6					
105A	5	5	7					
106A	6	6	8					
108A	5	5	7					
109A	3	3 v1	4					
110A	4	4	6					
111A	4	4	6					
112A	4	4	6					

Job Name: GROVER LIBRARY

Location: GROVER, CO

LaForce Job#: 49022

Page: 1

1/31/2024 7:05:17 AM



## INDEX BY HARDWARE SET

Hdw Set #	Door #	Heading	Page		Hdw Set #	Door #	Heading	Page
1	103B	1	3					
3	101A	3 v1	4					
3	103A	3 v1	4					
3	109A	3 v1	4					
3	102A	3 v2	5					
4	104A	4	6					
4	110A	4	6					
4	111A	4	6					
4	112A	4	6					
5	105A	5	7					
5	108A	5	7					
6	106A	6	8					
	101B	v1	9					

Job Name: GROVER LIBRARY

Location: GROVER, CO

LaForce Job#: 49022

Page: 2

1/31/2024 7:05:17 AM

## VERTICAL HARDWARE SCHEDULE

### HARDWARE SET: 1    (Heading: 1)

Door	Location		Rating	Hand	Degree
103B	102 RESOURCE to 103 COMPUTNG	Sgl 3'-0" x 6'-8" x 1 3/4" SPFR x WDDR * F Comment: PREFINISHED KD FRAME		LH	90°

Each Leaf to have:

### HARDWARE SET: 1    (Heading: 1)

Qty		Description	Finish	Mfg	LF Code
3	FULL MORTISE HINGE	BB31 4.5 X 4.5	US26D	CAL-ROYAL	H1
1	KEY IN LEVER CYLINDER - 6 PIN SCHLAGE C	KKSCC-4	US26D	CAL-ROYAL	L1
1	CYLINDRICAL CLASSROOM LOCK	SL03 LESS CYLINDER 2 3/4" BS 1 1/8"FACEPLATE ASA	US26D	CAL-ROYAL	L2
1	WALL STOP	409	US32D	ROCKWOOD	S1
3	BY FRAME MANUFACTURER	SILENCERS	-	MISC	M2
		BY FRAME MFGR			

## VERTICAL HARDWARE SCHEDULE

### HARDWARE SET: 3 (Heading: 3v1)

Door	Location		Rating	Hand	Degree
101A	EXTERIOR from 101 MEETING	Sgl 3'-0" x 6'-8" x 1 3/4" HMFR x HMDR		RHR	90°
103A	EXTERIOR from 103 COMPUTNG	Sgl 3'-0" x 6'-8" x 1 3/4" HMFR x HMDR		RHR	90°
109A	EXTERIOR from 109 KIT	Sgl 3'-0" x 6'-8" x 1 3/4" HMFR x HMDR		RHR	90°

Each Leaf to have:

### HARDWARE SET: 3 (Heading: 3v1)

Qty		Description	Finish	Mfg	LF Code
3	FULL MORTISE HINGE	BB31 4.5 X 4.5 NRP	US26D	CAL-ROYAL	H2
1	KEY IN LEVER CYLINDER - 6 PIN SCHLAGE C	KKSCC-4	US26D	CAL-ROYAL	L1
1	RIM DEVICE	A9800EO36 ENT00L LESS CYLINDER	US32D (DEVICE)/US 26D (TRIM)	CAL-ROYAL	L3
1	SURFACE CLOSER	N900PBF SPAS900	ALUM	CAL-ROYAL	C1
3	SILENCERS	608-RKW	GRAY	ROCKWOOD	M1
1	ELECTRIC STRIKE	9600 12/24VDC	630	HES	M3
1	GLASS BEAD SHIM KIT	801	ALUM	CAL-ROYAL	M5

## VERTICAL HARDWARE SCHEDULE

### HARDWARE SET: 3    (Heading: 3v2)

Door	Location		Rating	Hand	Degree
102A	EXTERIOR from 102 RESOURCE	Sgl 3'-0" x 6'-8" x 1 3/4" HMFR x HMDR		LHR	90°

Each Leaf to have:

### HARDWARE SET: 3    (Heading: 3v2)

Qty		Description	Finish	Mfg	LF Code
3	FULL MORTISE HINGE	BB31 4.5 X 4.5 NRP	US26D	CAL-ROYAL	H2
1	KEY IN LEVER CYLINDER - 6 PIN SCHLAGE C	KKSCC-4	US26D	CAL-ROYAL	L1
1	RIM DEVICE	A9800EO36 ENT00L LESS CYLINDER	US32D (DEVICE)/US 26D (TRIM)	CAL-ROYAL	L3
1	SURFACE CLOSER	N900PBF SPAS900	ALUM	CAL-ROYAL	C1
3	SILENCERS	608-RKW	GRAY	ROCKWOOD	M1
1	GLASS BEAD SHIM KIT	801	ALUM	CAL-ROYAL	M5



## VERTICAL HARDWARE SCHEDULE

### HARDWARE SET: 4    (Heading: 4)

Door	Location		Rating	Hand	Degree
104A	102 RESOURCE to 104 ADMIN	Sgl 3'-0" x 6'-8" x 1 3/4" SPFR x WDDR * F Comment: PREFINISHED KD FRAME		RH	90°
110A	109 KIT to 110 IT	Sgl 3'-0" x 6'-8" x 1 3/4" SPFR x WDDR * F Comment: PREFINISHED KD FRAME		LHR	90°
111A	109 KIT to 111 JAN	Sgl 3'-0" x 6'-8" x 1 3/4" SPFR x WDDR * F Comment: PREFINISHED KD FRAME		RHR	90°
112A	101 MEETING to 112 STORAGE	Sgl 3'-0" x 6'-8" x 1 3/4" SPFR x WDDR * F Comment: PREFINISHED KD FRAME		LHR	90°

Each Leaf to have:

### HARDWARE SET: 4    (Heading: 4)

Qty		Description	Finish	Mfg	LF Code
3	FULL MORTISE HINGE	BB31 4.5 X 4.5	US26D	CAL-ROYAL	H1
1	KEY IN LEVER CYLINDER - 6 PIN SCHLAGE C	KKSCC-4	US26D	CAL-ROYAL	L1
1	CYLINDRICAL ENTRANCE/OFFICE LOCK	SL00 LESS CYLINDER 2 3/4" BS 1 1/8"FACEPLATE ASA	US26D	CAL-ROYAL	L4
1	WALL STOP	409	US32D	ROCKWOOD	S1
3	BY FRAME MANUFACTURER	SILENCERS	-	MISC	M2
		BY FRAME MFGR			

## VERTICAL HARDWARE SCHEDULE

### HARDWARE SET: 5    (Heading: 5)

Door	Location		Rating	Hand	Degree
105A	102 RESOURCE to 105 TLT	Sgl 3'-0" x 6'-8" x 1 3/4" SPFR x WDDR * F Comment: PREFINISHED KD FRAME		LH	90°
108A	107 HALL to 108 TLT	Sgl 3'-0" x 6'-8" x 1 3/4" SPFR x WDDR * F Comment: PREFINISHED KD FRAME		LH	90°

Each Leaf to have:

### HARDWARE SET: 5    (Heading: 5)

Qty		Description	Finish	Mfg	LF Code
3	FULL MORTISE HINGE	BB31 4.5 X 4.5	US26D	CAL-ROYAL	H1
1	CYLINDRICAL PRIVACY LATCH	SL20 2 3/4" BS 1 1/8" FACEPLATE ASA	US26D	CAL-ROYAL	L5
1	SURFACE CLOSER	N900PBF (REG MOUNT)	ALUM	CAL-ROYAL	C2
1	WALL STOP	409	US32D	ROCKWOOD	S1
3	SILENCERS	608-RKW	GRAY	ROCKWOOD	M1
1	COAT HOOK	CH28	US26	CAL-ROYAL	M4

## VERTICAL HARDWARE SCHEDULE

### HARDWARE SET: 6    (Heading: 6)

Door	Location		Rating	Hand	Degree
106A	EXTERIOR from 106 MECH	Sgl ?" x ?" x 1 3/4" EXFR x EXDR		LHR	90°

Each Leaf to have:

### HARDWARE SET: 6    (Heading: 6)

Qty		Description	Finish	Mfg	LF Code
3	FULL MORTISE HINGE	BB31 4.5 X 4.5 NRP	US26D	CAL-ROYAL	H2
1	KEY IN LEVER CYLINDER - 6 PIN SCHLAGE C	KKSCC-4	US26D	CAL-ROYAL	L1
1	CYLINDRICAL STOREROOM LOCK	SL05 LESS CYLINDER 2 3/4" BS 1 1/8"FACEPLATE ASA	US26D	CAL-ROYAL	L6

## VERTICAL HARDWARE SCHEDULE

### HARDWARE SET: (Heading: v1)

Door	Location		Rating	Hand	Degree
101B	102 RESOURCE to 101 MEETING	Sgl 17'-6" x 8'-0" x 1 3/4" ALFR x ALDR * DF Comment: BIPARTING SLIDING DOOR BY OTHERS			-°

Each Leaf to have:

### HARDWARE SET: (Heading: v1)

Qty		Description	Finish	Mfg	LF Code
		No Hardware Designated			

**KEYING COMMENTS**

FINAL KEYING BY OWNER.

PROVIDE CORES/CYLINDERS AS 0-BITTED IN ?????? ?????? KEYWAY.

ORDER CYLINDERS 0-BITTED FOR FINAL KEYING BY OWNER'S LOCKSMITH GREELEY LOCK & KEY.

Door #	KeySet	Comment	From Location	To Location	Hand
101A			EXTERIOR	101 MEETING	RR
102A			EXTERIOR	102 RESOURCE	LR
103A			EXTERIOR	103 COMPUTNG	RR
103B			102 RESOURCE	103 COMPUTNG	L
104A			102 RESOURCE	104 ADMIN	R
106A			EXTERIOR	106 MECH	LR
109A			EXTERIOR	109 KIT	RR
110A			109 KIT	110 IT	LR
111A			109 KIT	111 JAN	RR
112A			101 MEETING	112 STORAGE	LR

\*\*\*\*\* KEYED DOOR COUNT: 10 \*\*\*\*\*

			/----FRAME DATA---\						OPENING		/-----DOOR DATA-----\									/-----HARDWARE-----\											
DOOR NO./ ARCH NO.	PR/ BK	LOCATION	G A U R G I E S	S D E P T H	S E C T	E L E V	A N C H O R	W I D T H	H E I G H T	M T R L	T H I C K	E L E V	U N C D U E T R	D E G R E	H A N D	L A B E L	Q T Y	S E T #	H I N G E	L O C K	C L O S E R	T W H S R H P	S T O P	P U S H L	K I C K	M I S C	M I S C				
101A		EXTERIOR 101 MEETING	M16	5 3/4	A	1	WSA	3 - 0	6 - 8	18 P	1 3/4	FG		90	RR			3	H2	L1 L3	C1						M1 M3 M5				
101B		102 RESOURCE 101 MEETING	AL		BO		NA	17 - 6	8 - 0	AL	1 3/4	BO		-	**			**													
			BIPARTING SLIDING DOOR BY OTHERS								BIPARTING SLIDING DOOR BY OTHERS																				
102A		EXTERIOR 102 RESOURCE	M16	5 3/4	A	1	WSA	3 - 0	6 - 8	18 P	1 3/4	FG		90	LR			3	H2	L1 L3	C1						M1 M5				
103A		EXTERIOR 103 COMPUTNG	M16	5 3/4	A	1	WSA	3 - 0	6 - 8	18 P	1 3/4	FG		90	RR			3	H2	L1 L3	C1						M1 M3 M5				
103B		102 RESOURCE 103 COMPUTNG	S18	4 3/4		10	NA	3 - 0	6 - 8	SC MDF	1 3/4	FG2		90	L			1	H1	L1 L2			S1				M2				
			PREFINISHED KD FRAME																												
104A		102 RESOURCE 104 ADMIN	S18	4 3/4	G	9	NA	3 - 0	6 - 8	SC MDF	1 3/4	FG2		90	R			4	H1	L1 L4			S1				M2				
			PREFINISHED KD FRAME																												
105A		102 RESOURCE 105 TLT	S18	4 3/4	G	9	NA	3 - 0	6 - 8	SC MDF	1 3/4	F		90	L			5	H1	L5	C2		S1				M1 M4				
			PREFINISHED KD FRAME																												
106A		EXTERIOR 106 MECH	EX		BO		NA	?	?	EX	1 3/4	BO		90	LR			6	H2	L1 L6											
108A		107 HALL 108 TLT	S18	4 3/4	G	9	NA	3 - 0	6 - 8	SC MDF	1 3/4	F		90	L			5	H1	L5	C2		S1				M1 M4				
			PREFINISHED KD FRAME																												
109A		EXTERIOR 109 KIT	M16	5 3/4	A	1	WSA	3 - 0	6 - 8	18 P	1 3/4	FG		90	RR			3	H2	L1 L3	C1						M1 M3 M5				
110A		109 KIT 110 IT	S18	4 3/4	G	9	NA	3 - 0	6 - 8	SC MDF	1 3/4	F		90	LR			4	H1	L1 L4			S1				M2				
			PREFINISHED KD FRAME																												

			/-----FRAME DATA----\						OPENING		/-----DOOR DATA-----\									/-----HARDWARE-----\										
DOOR NO./ ARCH NO.	PR/ BK	LOCATION	G A U R E E S	S D P T H	S E C T V	E L C V H O R	A N C H O R	W I D T H	H E I G H T	M T R L	T H I C K	E L E V	U N C D U E T R E E	D E G R E E	H A N D	L A B E L	Q T Y	S E T #	H I N G E	L O C K	C L O S E R	T W H S R T H P	S T O P	P U S H L K	P U S H L K	M I S C	M I S C			
			111A		109 KIT 111 JAN	S18	4 3/4	G	9	NA	3 - 0	6 - 8	SC MDF	1 3/4	F		90	RR			4	H1	L1 L4			S1			M2	
			PREFINISHED KD FRAME																											
			112A		101 MEETING 112 STORAGE	S18	4 3/4	G	9	NA	3 - 0	6 - 8	SC MDF	1 3/4	F		90	LR			4	H1	L1 L4			S1			M2	
			PREFINISHED KD FRAME																											



## DESCRIPTION OF PRODUCT

H-Code	Qty	Manufacturer's Number	Finish	Description/Remark	Quantity	Vendor Name
H1	3 EA	BB31 4.5 X 4.5	US26D	FULL MORTISE HINGE	21	CAL-ROYAL
H2	3 EA	BB31 4.5 X 4.5 NRP	US26D	FULL MORTISE HINGE	15	CAL-ROYAL

\*\*\* Total Qty **36** \*\*\*

L1	1 EA	KKSCC-4	US26D	KEY IN LEVER CYLINDER - 6 PIN SCHLAGE C	10	CAL-ROYAL
L2	1 EA	SL03 LESS CYLINDER 2 3/4" BS 1 1/8" FACEPLATE ASA	US26D	CYLINDRICAL CLASSROOM LOCK	1	CAL-ROYAL
L3	1 EA	A9800EO36 ENT00L LESS CYLINDER	US32D (DEVICE)/US26D (TRIM)	RIM DEVICE	4	CAL-ROYAL
L4	1 EA	SL00 LESS CYLINDER 2 3/4" BS 1 1/8" FACEPLATE ASA	US26D	CYLINDRICAL ENTRANCE/OFFICE LOCK	4	CAL-ROYAL
L5	1 EA	SL20 2 3/4" BS 1 1/8" FACEPLATE ASA	US26D	CYLINDRICAL PRIVACY LATCH	2	CAL-ROYAL
L6	1 EA	SL05 LESS CYLINDER 2 3/4" BS 1 1/8" FACEPLATE ASA	US26D	CYLINDRICAL STOREROOM LOCK	1	CAL-ROYAL

\*\*\* Total Qty **22** \*\*\*

C1	1 EA	N900PBF SPAS900	ALUM	SURFACE CLOSER	4	CAL-ROYAL
C2	1 EA	N900PBF (REG MOUNT)	ALUM	SURFACE CLOSER	2	CAL-ROYAL

\*\*\* Total Qty **6** \*\*\*

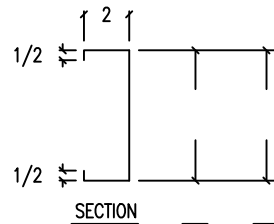
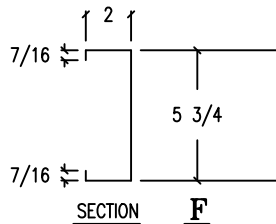
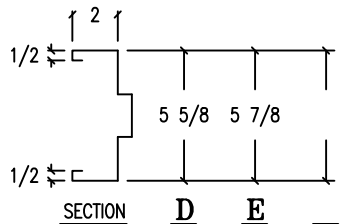
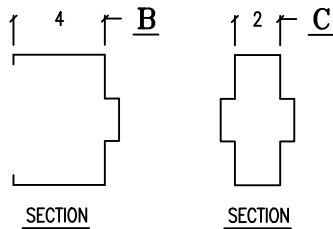
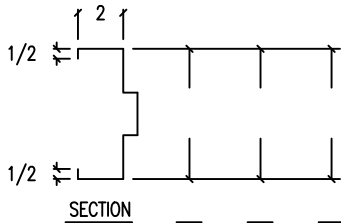
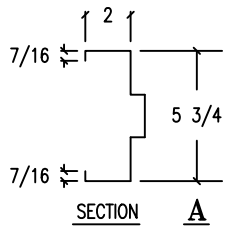
S1	1 EA	409	US32D	WALL STOP	7	ROCKWOOD
----	------	-----	-------	-----------	---	----------

\*\*\* Total Qty **7** \*\*\*

M1	3 EA	608-RKW	GRAY	SILENCERS	18	ROCKWOOD
M2	3 EA	SILENCERS	-	BY FRAME MANUFACTURER	15	MISC
		BY FRAME MFGR				

H-Code	Qty	Manufacturer's Number	Finish	Description/Remark	Quantity	Vendor Name
M3	1 EA	9600 12/24VDC	630	ELECTRIC STRIKE	3	HES
M4	1 EA	CH28	US26	COAT HOOK	2	CAL-ROYAL
M5	1 EA	801	ALUM	GLASS BEAD SHIM KIT	4	CAL-ROYAL

\*\*\* Total Qty      **42** \*\*\*



\* These shop drawings are **NOT** to be used for ordering glass or wood doors (or any other doors) to fit our frames. Our intent is to use CECO hollow metal doors on this project, however you must contact us for hardware locations, etc.

\* All welded frames ( to wrap wall ) must be erected prior to wall construction.

\* High-gloss paints are not recommended by door manufacturers, SDI, NAAMM, or the NWDA. High gloss paint can accentuate even the slightest variation in texture. We also recommend that finish paint be roller applied ( not sprayed ).

\* **NO BACK CHARGES** will be accepted by LA FORCE INC. without prior written approval from our office.

### SPECIAL NOTES :

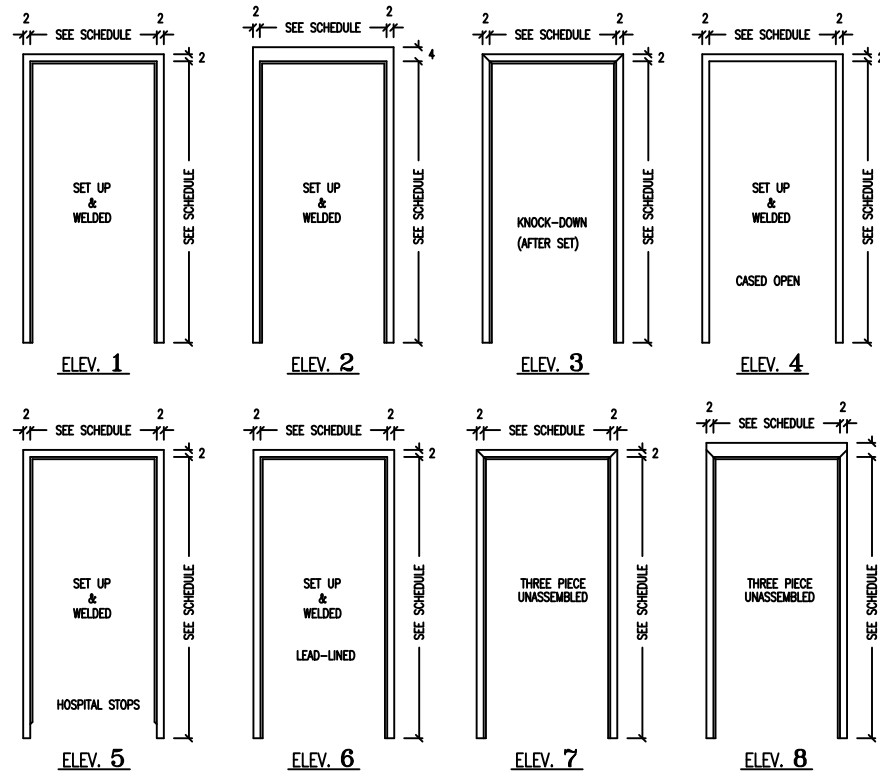
-FRAMES TO BE FULLY FACE WELDED & GROUND SMOOTH.

-FRAMES TO HAVE MANUFACTURERS' STANDARD BASE ANCHORS.

-FIRE RATINGS TO COMPLY WITH POSITIVE PRESSURE.

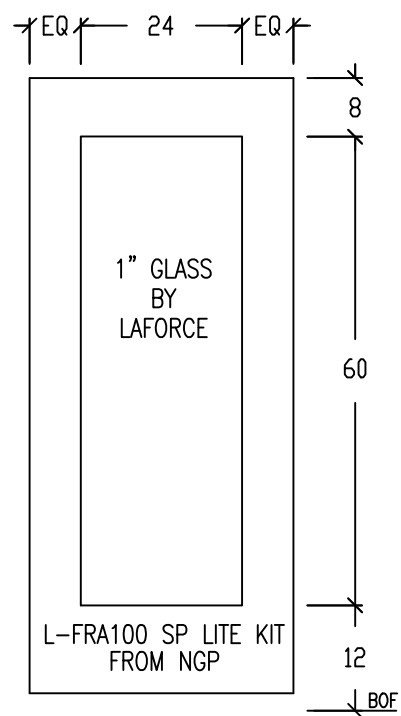
-SIDELITES & BORROWED LITES TO HAVE REMOVABLE GLAZING BEAD SET TIGHT AGAINST THE FIXED STOP WITH ONE SCREW. REMAINING SCREWS SHIPPED LOOSE.

BOF = BOTTOM OF FRAME

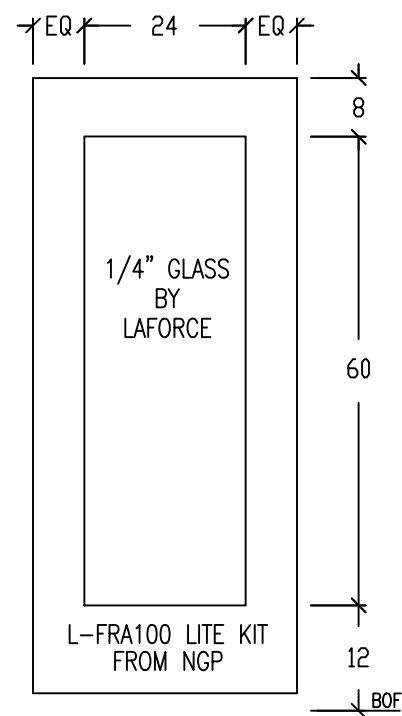




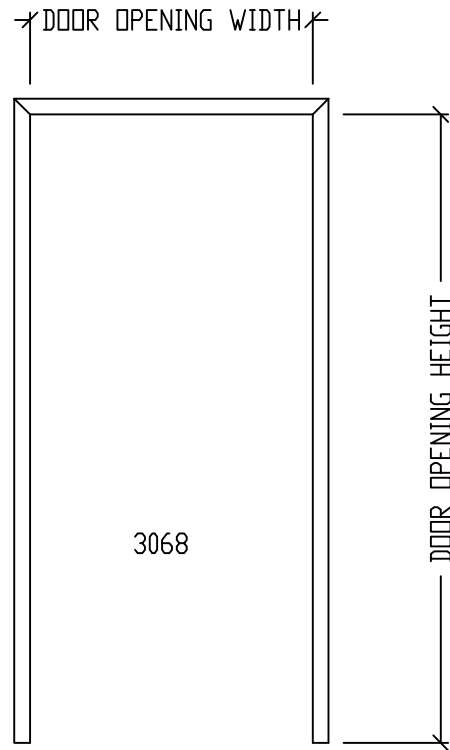
ELEV. F



ELEV. FG  
CUTOUT SIZE PROVIDED



ELEV. FG2  
CUTOUT SIZE PROVIDED

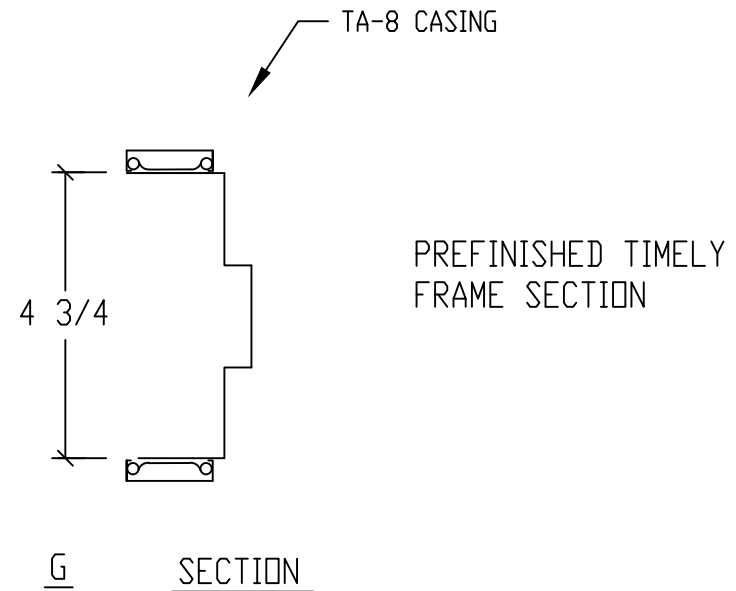


ELEV 9

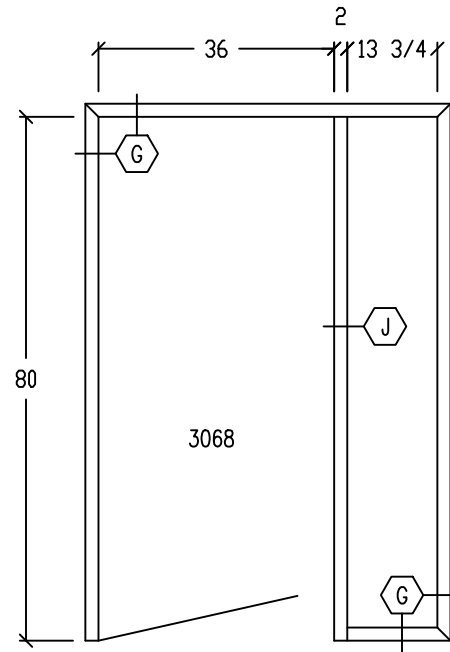
PREFINISHED KNOCKDOWN FRAMES

BY TIMELY

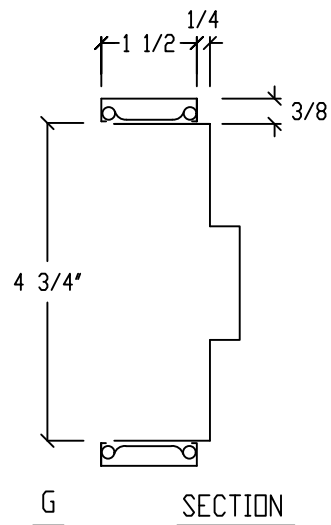
PREFINISH COLOR: TBD



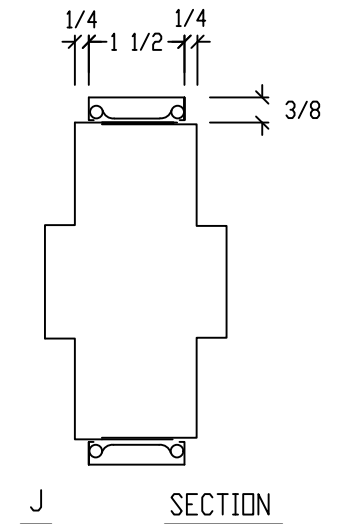
G      SECTION



ELEV 10  
 PREFINISHED KNOCKDOWN FRAME  
 BY TIMELY  
 PREFINISH COLOR: TBD  
 1/4" GLASS BY LAFORCE  
 DOOR SIDE



PREFINISHED TIMELY  
 FRAME SECTION WITH  
 TA-8 SNAP-ON CASING  
 ( 1 3/4" DOOR )





## WOOD DOORS

**JOB**

**NAME:** GROVER LIBRARY **JOB #:** 49022

**WOOD DOOR MANUFACTURER:** LF STOCK

**FACE SPECIES:** PRIMED HARDBOARD

**DOOR CONSTRUCTION:** PC-5

**EDGES:** MATCHING HARDWOOD

**UNDERCUT:** \_\_\_\_\_

**PREFIT:** UNDERSIZED AS APPROPRIATE FOR APPLICATION, EDGES BEVELED  
1/8" IN 2"

**PREMACHINED:** YES

**PREFINISHED:** PRIMED ONLY

**FIRE RATING:** POSITIVE PRESSURE - CATEGORY 'B'

**LEED CREDITS:** NONE REQUIRED

**SPECIAL NOTES:** \_\_\_\_\_

**Lynden Door**  
**Architectural Series**
**LD2000 PC-5**  
**Wood Particleboard Core**
**Non Rated or 20 min.**


<b>FACES:</b>	HPVA Architectural "A" grade wood veneer (minimum thickness 1/50" before sanding) <b>Options:</b> "AA" grade wood veneer, paint grade MDO Hardboard (PC3)	
<b>SUBSTRATE:</b>	Engineered wood composites	
<b>CORE:</b>	Particleboard ANSI A208.1 LD1	<b>Option:</b> LD2
<b>STILES:</b>	(CE) Compatible with face veneer, mill option AWS Type A wood or Type B veneered  <b>Option:</b> (ME) Matching with face veneer	
<b>RAILS:</b>	Mill option structural composite lumber, wood or composite material.	
<b>ASSEMBLY:</b>	Stiles and rails are securely bonded to the core and the assembled unit is sanded prior to application of faces.	
<b>ADHESIVES:</b>	Type 1	
<b>MAXIMUM SIZE:</b>	<small>POSITIVE PRESSURE WITH HOSE STREAM</small> 4'0" x 9'0" (1220mm x 2743mm)	<small>NEUTRAL PRESSURE WITH HOSE STREAM</small> 4'0 x 10'0 (1220mm x 3050mm)
<b>THICKNESS:</b>	20 min rated 1 3/4" (45 mm) Non-rated 1 3/8" (35 mm) or 1 3/4" (45 mm)	<b>Option:</b> Up to 2 1/2" (63.5 mm) <b>Option:</b> Up to 2 1/2" (63.5 mm)

<b>WARRANTY:</b>	Life of original installation for interior use only. See warranty terms and conditions	
<b>STANDARDS:</b>	WDMA IS-1A and AWS Custom Grade Performance attributes meet or exceed WDMA IS-1A and AWS Extra Heavy Duty standards when specified with blocking for surface applied hardware without through bolts.	<b>Option:</b> WDMA IS-1A and AWS Premium Grade
<b>FIRE RATING:</b>	Positive Pressure Category B or Neutral Pressure Positive Pressure tested in accordance with UBC 7-2 1997, UL-10C and NFPA 252 Neutral Pressure with hose stream tested in accordance with UBC-7 1994 and UL-10B For additional information on fire doors please refer to the Lynden Door Fire Door Technical Sheets.	<b>Option:</b> Positive Pressure Category A
<b>ACOUSTICAL RATING</b>	STC 32 ASTM E90-09 – Non Operable	OITC 30 ASTM E90-09 – Non Operable
<b>ENVIRONMENTAL Attributes:</b>	Recycled content, regionally recovered and manufactured, may apply – see <b>GREENDOR™</b> Contribution Sheets.	

## Manufacturing Options

<b>BLOCKING:</b>	Special blocking options may be specified. (Reference WDMA I.S.1A blocking options HB-1 through HB-8 )	
<b>MACHINING:</b>	Machining for hardware, open cutouts, installation of lites and louvers, applied moldings, plant ons, raceways, concealed vertical rods, decorative routing, dutch doors, doors and transoms - Hardware cutouts shall be factory machined from manufacturers' templates and shop drawings.	
<b>TRANSPARENT FINISH</b>	WDMA TR6 / AWS System 9 -UV cured catalyzed polyurethane finishes in standard and custom match stains	<b>Options:</b> Other finish systems available
<b>OPAQUE FINISH:</b>	Factory painting in standard and custom match colors	<b>Options:</b> Standard or color tinted priming available



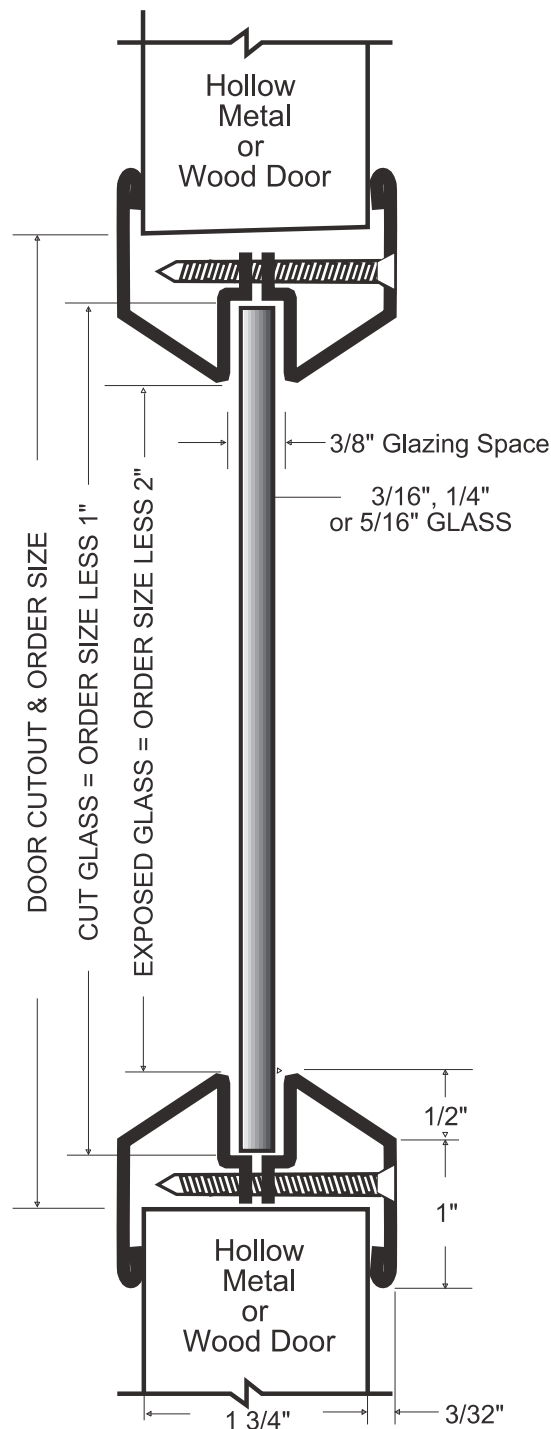
## L-FRA100

### Low Profile Lite Kit for 1 3/4" Thick Doors and 3/16", 1/4" or 5/16" Glass

- 18 ga. cold rolled steel
- Mitered and welded corners
- Welded reinforcing clips at corners
- Counter-sunk mounting screw-holes
- #8 x 1-5/8" Phillips head SMS
- Available in uneven and fractional sizes
- Gray Primer (GPZ) powder coat finish

#### Available Options

- Powder coat color options - see page L2
- Torx Security Screws
- Galvanneal - A40 Steel
- Zinc electro-plating
- Glass & Glazing tape - See Glass Section
- Lead lining - .030" thick

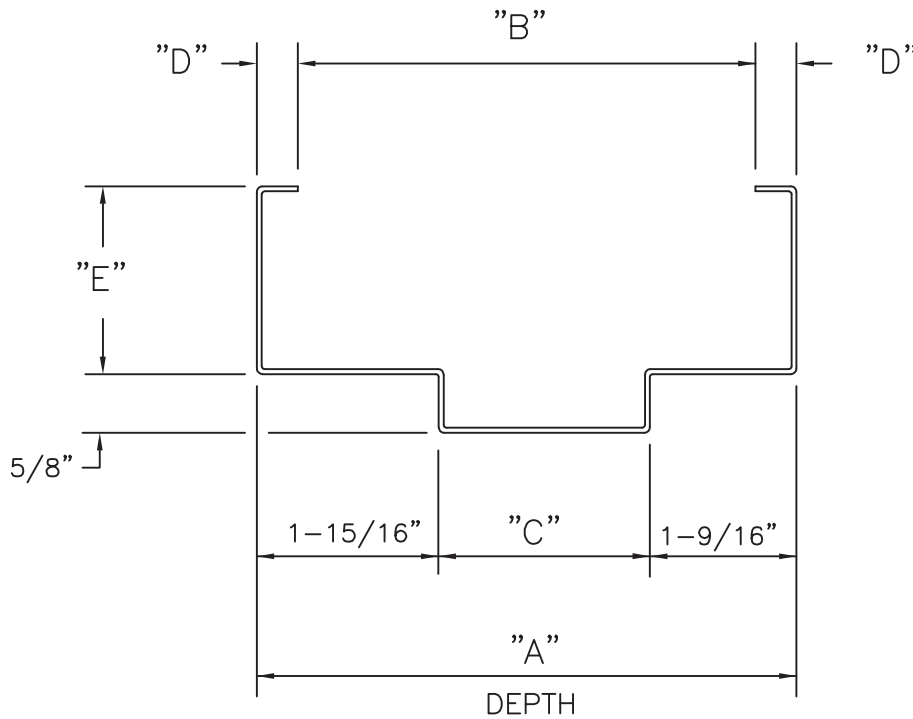


Designed for use on 1 3/4" thick doors manufactured within door industry tolerance of +/- 1/16".

## SERIES SU STEEL FRAMES (UNEQUAL RABBET)

FOR 1-3/4" THICK DOORS

STANDARD WALL APPLICATION, HANDED

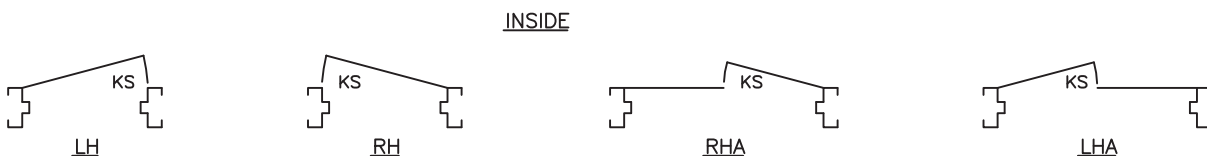


(Conversion: 1" = 25.4 mm, e.g., 1-3/4" = 44.45 mm)

DEPTH	A	B	C	D	E	
					HEAD & JAMBS	HEAD & JAMBS
434	4-3/4"	3-3/4"	1-1/4"	1/2"	2"	1"
534	5-3/4"	4-7/8"	2-1/4"	7/16"	2"	1"
634	6-3/4"	5-3/4"	3-1/4"	1/2"	2"	1"
734	7-3/4"	6-3/4"	4-1/4"	1/2"	2"	1"
834	8-3/4"	7-3/4"	5-1/4"	1/2"	2"	1"

Series SU, double rabbet frames (with unequal rabbets) are also available in a range of depths from: 4-5/8" thru 14" in 1/8" increments.

4" face heads with 2" face jambs are also available in selected sizes.

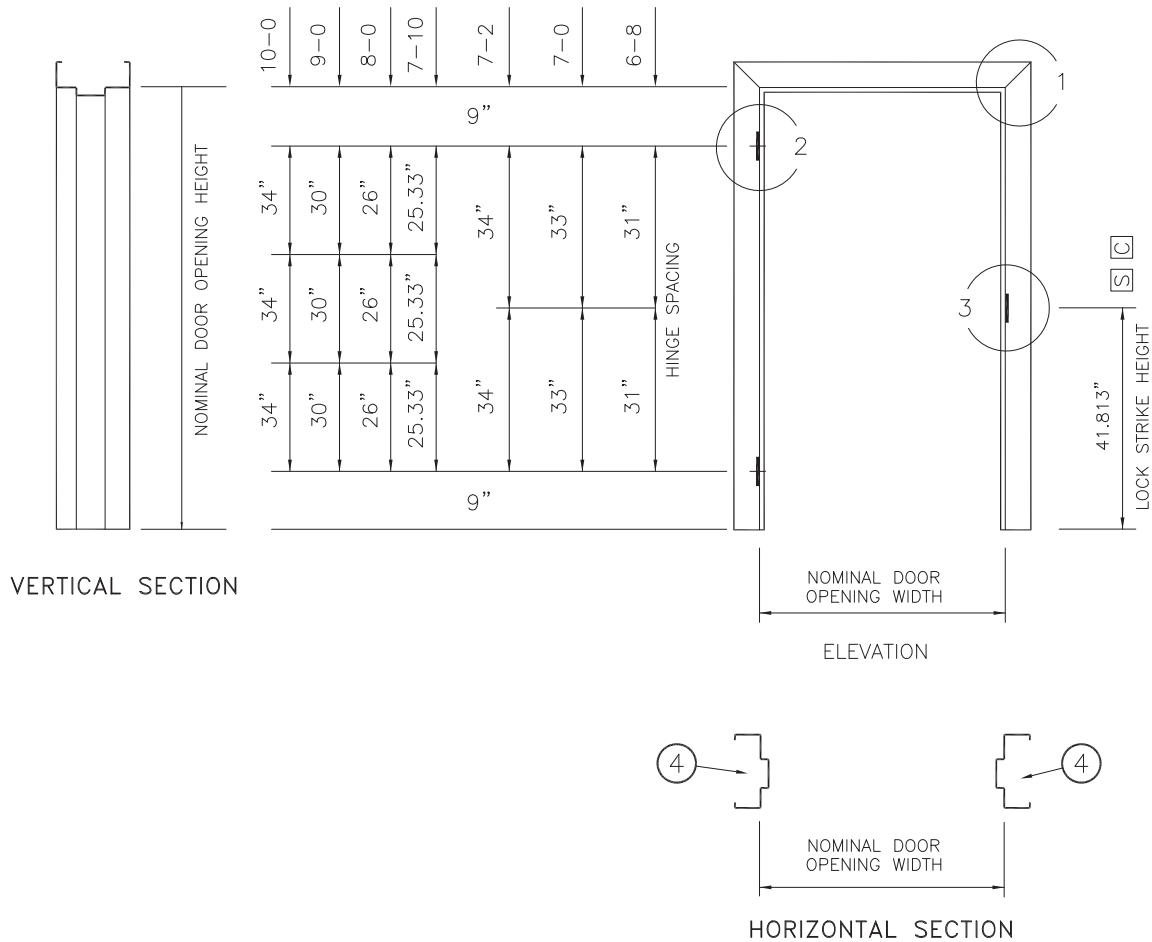


OUTSIDE

"KS" = KEY SIDE

F1-2

Hardware locations shown match Ceco standard doors.

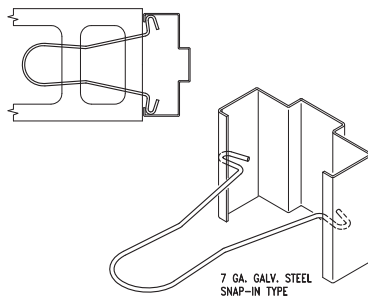


(Conversion: 1" = 25.4 mm, e.g., 1-3/4" = 44.45 mm)

### JAMB ANCHOR QUANTITIES

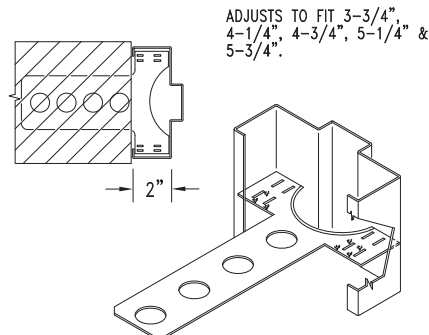
2 PER JAMB FOR HEIGHTS 3/6 THRU 5/0 AND ONE FLOOR ANCHOR  
 3 PER JAMB FOR HEIGHTS >5/0 THRU 7/2 AND ONE FLOOR ANCHOR  
 4 PER JAMB FOR HEIGHTS >7/2 THRU 9/0 AND ONE FLOOR ANCHOR  
 5 PER JAMB FOR HEIGHTS >9/0 THRU 10/0 AND ONE FLOOR ANCHOR  
 ONE ADDITIONAL JAMB ANCHOR FOR EACH ADDITIONAL TWO FEET IN HEIGHT OR FRACTION THEREOF  
 ONE ADDITIONAL JAMB ANCHOR IN LIEU OF FLOOR ANCHOR FOR EXISTING STUDS AND/OR WALL CONDITIONS.

### WIRE MASONRY ANCHOR WMA



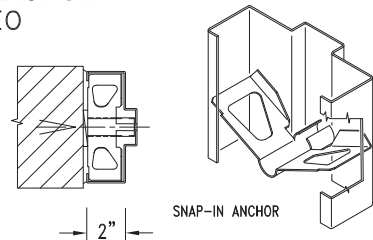
(For 3" THRU 8-3/4" DEPTHS)

### MASONRY "T" ANCHOR (ADJUSTABLE) MT



ALTERNATE MT ANCHOR DESIGN IS AVAILABLE FOR SPECIAL DEPTH & FACE FRAMES. SEE SECTION F13 FOR DETAILS.

### EXISTING OPENING ANCHOR EO



SU PROFILE EO/S6: 4-3/4" THRU 6-3/4" DEPTH  
 EO/S8: 6-7/8" THRU 8-3/4" DEPTH

**Ceco Door**

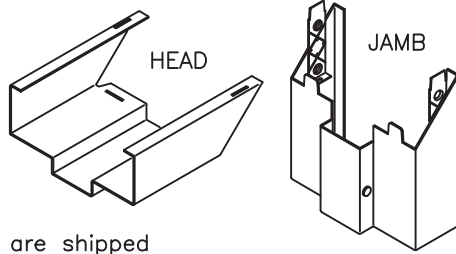
**ASSA ABLOY**

10/19/16

FI-3

### KNOCKED DOWN (KD) CORNER CONSTRUCTION

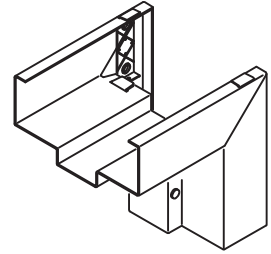
①



Components are shipped  
"knocked down" and  
assembled at the job site

### WELDED CORNERS

①

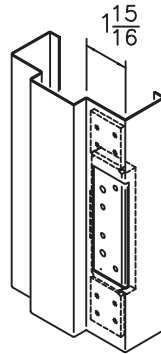


Die-cut corner with  
corner tab and face  
weld shown. Also  
available without tab  
and welded or mitre  
sawed and welded.  
Alternative weld options  
are also available.

### HINGE PREPARATION

②

4-1/2" x .134" OR  
4-1/2" x .180"  
ANSI A156.7 TEMPLATE  
7 GAGE STEEL  
REINFORCING

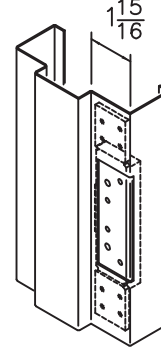


BACKSET: 5/16"

### HINGE PREPARATION

②

5" x .146" OR  
5" x .190"  
ANSI A156.7 TEMPLATE  
7 GAGE STEEL  
REINFORCING



BACKSET: 5/16"

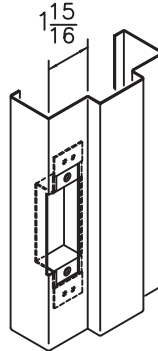
(Conversion: 1" = 25.4 mm, e.g., 1-3/4" = 44.45 mm)

### LOCK STRIKE PREPARATION

③

S

UNIVERSAL (4-7/8")  
ANSI A115.1 & 2 TEMPLATE  
16 GAGE STEEL REINFORCING  
WITH EXTRUDED SCREW HOLES  
PROVIDES EQUIVALENT THREAD  
ENGAGEMENT EQUAL TO 14 GAGE.  
STANDARD FOR 1-3/4" DOORS



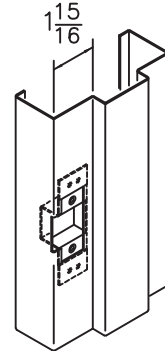
### LOCK STRIKE PREPARATION

③

C

CYLINDRICAL (2-3/4")  
ANSI A115.2 TEMPLATE  
16 GAGE STEEL REINFORCING  
WITH EXTRUDED SCREW HOLES  
PROVIDES EQUIVALENT THREAD  
ENGAGEMENT EQUAL TO 14 GAGE.  
OPTIONAL FOR 1-3/4" DOORS

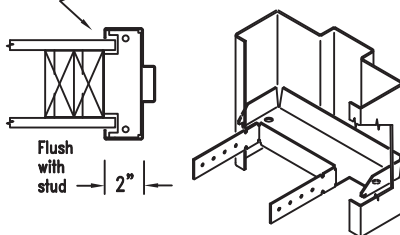
ALSO AVAILABLE WITHOUT LIP  
NOTCH FOR DEADBOLTS.



### WOOD STUD ANCHOR WS

④

Pocket provided  
for 1/2" or 5/8"  
thick wall board



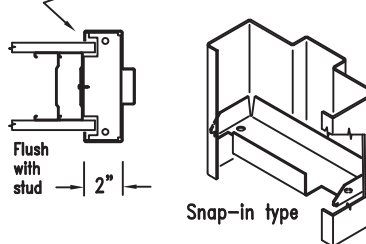
Snap-in type

(Used also for METAL STUD Walls)

### METAL STUD ANCHOR MS

④

Pocket provided  
for 1/2" or 5/8"  
thick wall board

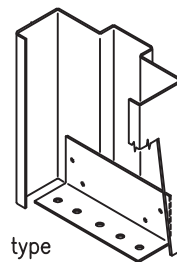


Snap-in type

4-3/4 and 5-3/4" Depth Only  
For other depths use WS type.

### FIXED FLOOR ANCHOR SA

④



Welded type

ONE PIECE

06/24/11

### STANDARD SIZES NOMINAL DOOR OPENING

WIDTH		HEIGHT
SINGLE	DOUBLE	
2'-0"	4'-0"	6'-8"
2'-4"	4'-8"	
2'-6"	5'-0"	7'-0"
2'-8"	5'-4"	7'-2"
2'-10"	5'-8"	7'-10"
3'-0"	6'-0"	8'-0"
3'-4"	6'-8"	9'-0"
3'-6"	7'-0"	10'-0"
3'-8"	7'-4"	
3'-10"	7'-8"	
4'-0"	8'-0"	
5'-0"	10'-0"	

### FIRE DOORS

#### LABELING AGENCIES:

- UNDERWRITERS LABORATORY
- WARNOCK HERSEY
- FACTORY MUTUAL

TEST: UL10B, UL10C, UI1784 & NFPA 252

- RATING: 20 MIN, 3/4 HR, 1 HR, 1-1/2 HR, OR 3 HR
- MAX. SIZE: 40 x 100 SINGLE  
80 x 100 PAIR

Not all ratings are available in all sizes, designs and materials.  
Hourly classifications are not shown on label unless class is less than 3 hours.

### PRODUCT SPECIFICATIONS:

Steel door frames shall be as manufactured by Ceco Door Products, Milan, TN or Mason City, IA USA. They shall conform to the Steel Door Institute guide specification, ANSI A250.8. See chart below for performance classifications.

**Series SU** frames for 1-3/4" doors are formed from commercial quality cold rolled steel conforming to ASTM A1008 ...or (optional) hot-dipped galvanized steel conforming to ASTM A924 and A653 - see chart below.

Frames are knocked down (K.D.) field assembled type or welded unit type. Head and jamb members of K.D. frames have diecut mitered corners that interlock rigidly when field assembled. Integral door stops are 5/8" high. Jambs are sized to suit wall applications. Twist-in anchors are available for new masonry, wood stud, metal stud, or existing opening wall conditions (indicate which). Floor anchors or extra jamb anchors are provided to anchor sill. Welded-in jamb anchors are also available.

**Hardware Provisions:** Frames are handed. Hinge jambs are mortised for 4-1/2" or 5" high, standard and heavy weight hinges (specify which). 7 gage steel reinforcements are welded in place and are drilled and tapped for fasteners in accordance with ANSI A156.7. The strike jamb is prepared for 4-7/8" universal or 2-3/4" cylindrical strike in accordance with ANSI A 115.1 & 2 (specify which). Plaster guards are provided. Optional closer reinforcement is a 14 gage steel formed steel sleeve (12 gage upon request). 3 door mutes are provide per strike jamb and 2 for double swing heads.

**Paint:** Steel door frames are provided with one coat of oven-cured neutral color primer paint. Primer coat shall conform with ANSI A250.10 . The primer coat is a preparatory base for necessary finish painting. "Colorstyle" finish coat is also available on K.D. frames from a selection of standard colors (optional). Colorstyle finish is electrostatically applied, oven-cured urethane enamel, and shall conform to ANSI A250.3. For accurate color selectors ask for a Ceco Colorstyle chart.

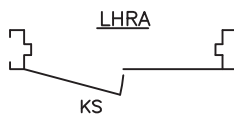
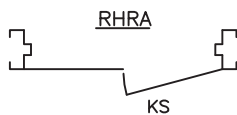
### MATERIAL

DOOR FRAME MATERIAL	LEVEL	C.R.	GALV	
			A60	G90
16 Gage Steel	Heavy or Extra Heavy Duty	STD	OPT	OPT
14 Gage Steel	Maximun Duty	STD	OPT	OPT

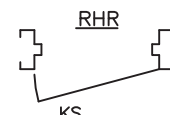
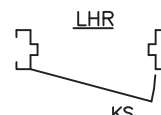
(Conversion: 1" = 25.4 mm, e.g., 1-3/4" = 44.45 mm)

### PERFORMANCE

Physical Endurance Level:	Meets ANSI A250.4 Performance Test -- 16 & 14 gage steel: Level A (1,000,000 Cycles)
---------------------------	--



INSIDE



OUTSIDE

"SUFFIX" A" = ACTIVE LEAF OF PAIRS

"KS" = KEY SIDE

**Ceco Door**

**ASSA ABLOY**

# 1-3/4" LEGION (LP) POLYSTYRENE CORE DOORS

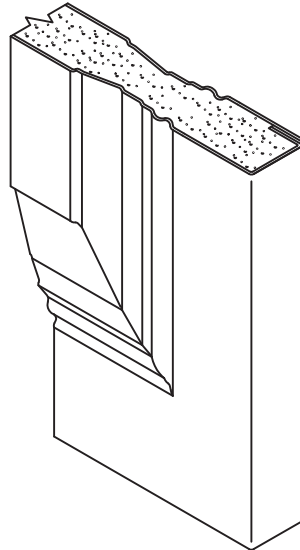
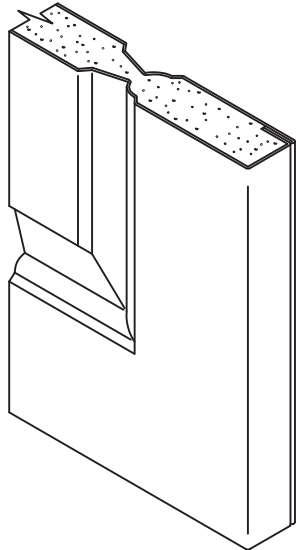
FLUSH PANEL STEEL DOORS  
BEVELED LOCK EDGE, HANDED

*POLYSTYRENE SLAB, BONDED TO THE INSIDE OF BOTH FACE SHEETS WITH A WATERPROOF, CONTACT ADHESIVE.*

## SUGGESTED USE:

INTERIOR OR EXTERIOR...  
OFFICE  
MOTEL/HOTEL  
APARTMENT  
CONDOMINIUMS  
DORMITORIES  
URBAN RENEWAL  
HEALTH CARE  
INSTITUTIONAL  
MERCANTILE  
PUBLIC UTILITY  
FACTORY  
WAREHOUSE

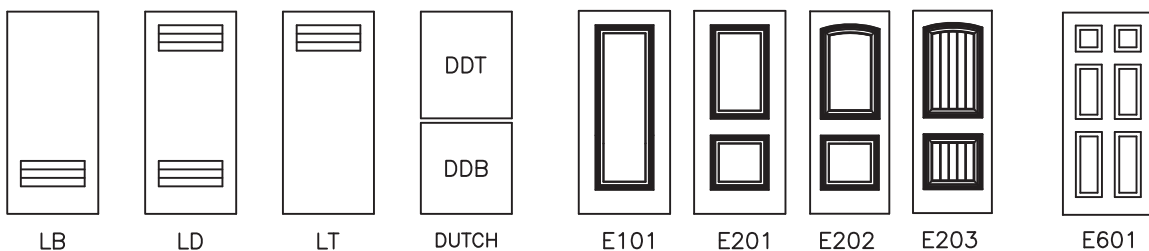
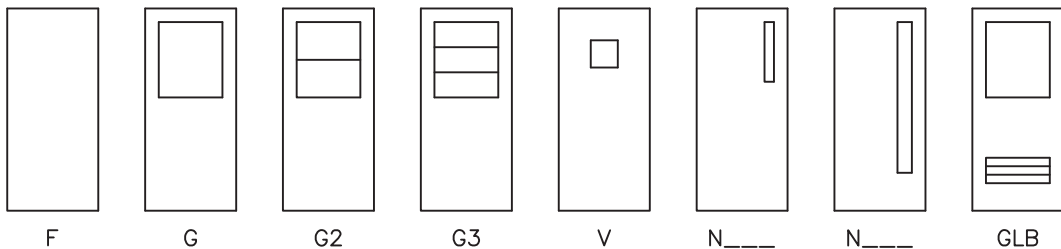
FLUSH DESIGNS SIMILAR LESS EMBOSSED PANEL



EMBOSSED PANEL DESIGNS:  
8 PANEL  
6 PANEL  
CROSSBUCK

HIGH DEFINITION EMBOSSED  
PANEL DESIGNS:  
1 PANEL  
2 PANEL

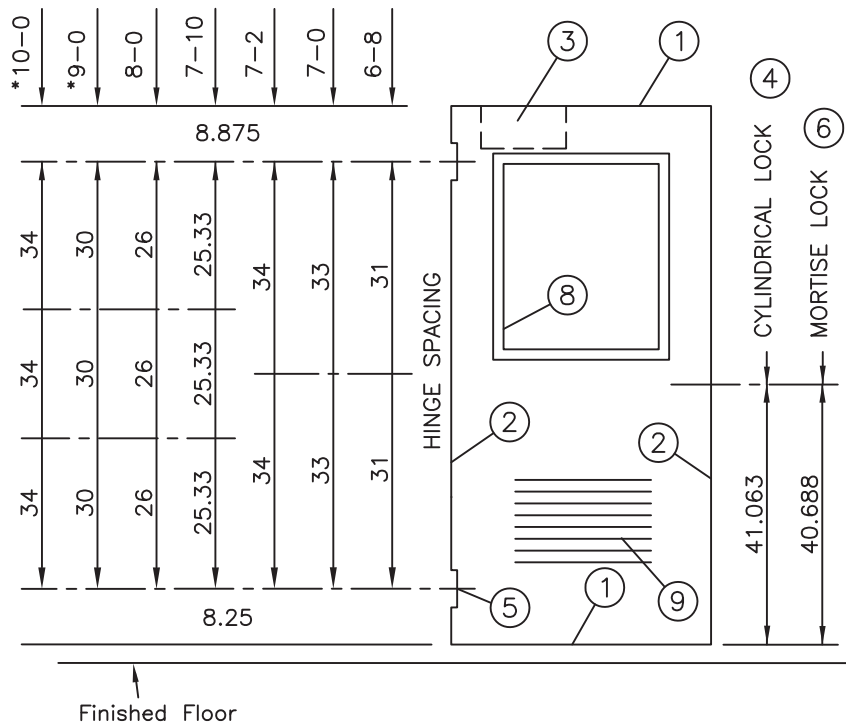
## DOOR DESIGNS



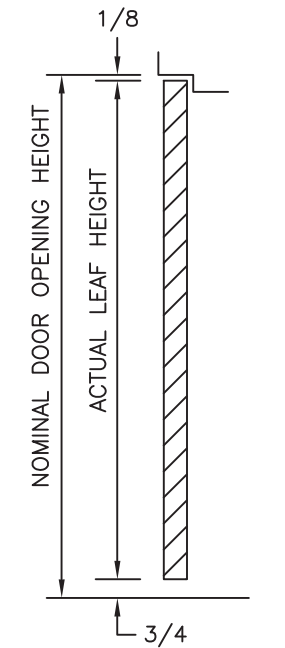
DUTCH  
V, G, & N  
DESIGNS AVAILABLE

D4A-2

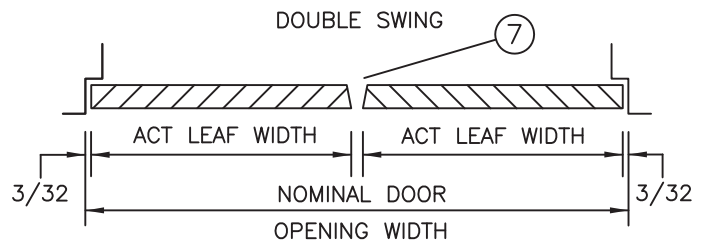
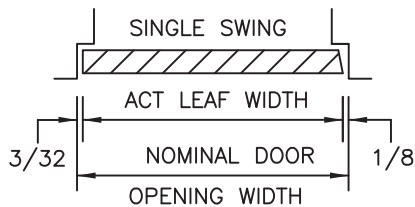
Hardware locations shown match Ceco standard frames.



DOOR ELEVATION



VERTICAL SECTION

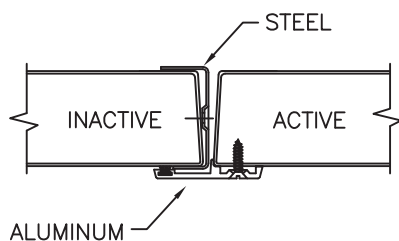


HORIZONTAL SECTIONS

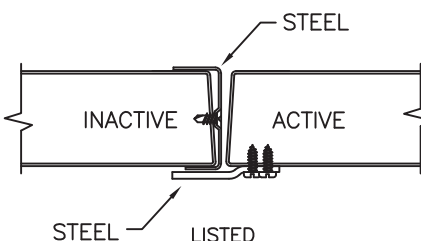
(Conversion: 1" = 25.4 mm, e.g., 1-3/4" = 44.45 mm)

\*1 panel & 2 panel designs are limited to 8'0 hgt.

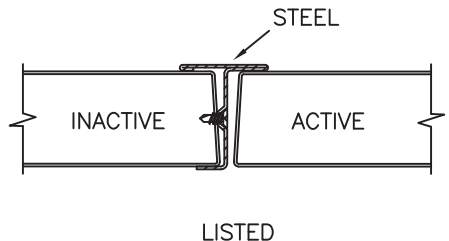
**OVERLAPPING ASTRAGAL 4451**  
FOR 1-3/4" THICK  
DOORS WITH OPTIONAL  
POLY-PILE INSERT



**OVERLAPPING ASTRAGAL 4441**  
FOR 1-3/4" THICK  
DOORS



**OVERLAPPING ASTRAGAL 4471**  
FOR 1-3/4" THICK  
DOORS



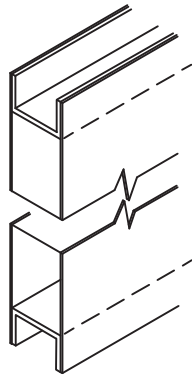
01/24/13

D4A-3

### 16 GAGE STEEL END CHANNELS

WELDED  
TO BOTH  
FACE SHEETS

INVERTED  
TOP AND  
BOTTOM



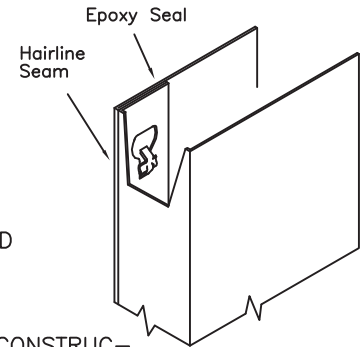
OPTIONAL TOP AND  
BOTTOM CAPS ARE AVAILABLE

①

### VERTICAL EDGES

MECHANICALLY  
INTERLOCKED  
HEMMED EDGES

ALSO AVAILABLE  
SEAMLESS (WELDED  
OR BODY FILLER)

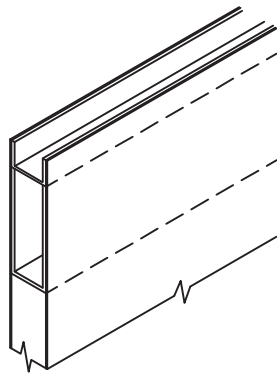


②

CENTER EDGE SEAM CONSTRUCTION PROVIDED WHEN OVER 9'0" OR 14 GAGE SKINS

### CLOSER REINFORCEMENT (OPTIONAL)

14 GAGE STEEL  
CHANNEL 20" LONG

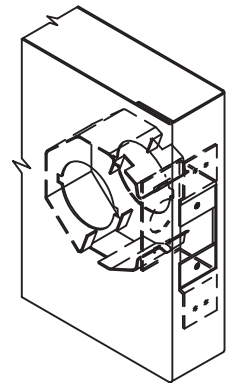


③

### LOCK PREPARATION GOV. 160/161 CYLINDRICAL TYPE

(LC1)

(ANSI A115.2)  
2-3/4"  
BACKSET



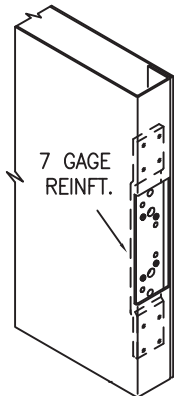
④

### HINGE PREPARATION

4-1/2 OR 5 IN.  
HIGH, STANDARD  
OR HEAVY WEIGHT,  
FULL MORTISE  
HINGES

HINGE EDGE IS HANDED  
AND NOT BEVELED.

(Conversion: 1" = 25.4 mm, e.g., 1-3/4" = 44.45 mm)



ANSI A156.7  
TEMPLATE

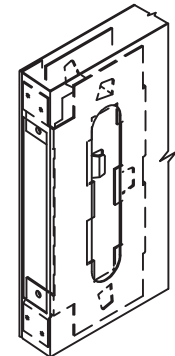
⑤

### LOCK PREPARATION GOV. 86-4 MORTISE TYPE

(LM1) (ANSI A115.1)  
2-3/4" BACKSET

(LM0) SIMILAR TO DETAIL  
LESS FACE CUTOUT

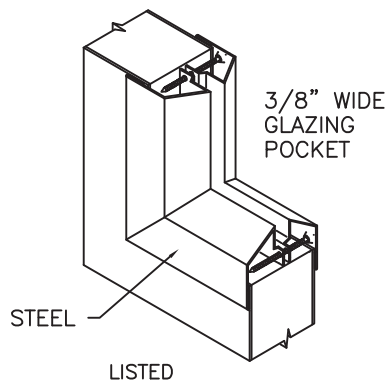
(LP0) SIMILAR TO DETAIL  
LESS ALL CUTOUTS  
AND REINFORCEMENT



⑥

LOCK EDGE IS BEVELED  
1/8" in 2" (1:16)

### GLAZING TRIM SlimTrim

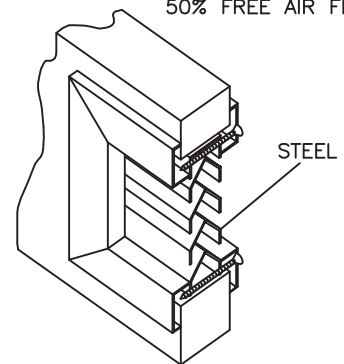


⑧

### FIXED SLAT TYPE LOUVER 4634

FOR 1-3/4" THICK  
DOORS

50% FREE AIR FLOW



⑨

**CecoDoor**

**ASSA ABLOY**

3/08/11



## STANDARD SIZES NOMINAL DOOR OPENING

WIDTH		HEIGHT
SINGLE	DOUBLE	
2'-0"	4'-0"	
2'-4"	4'-8"	
2'-6"	5'-0"	6'-8"
2'-8"	5'-4"	7'-0"
2'-10"	5'-8"	7'-2"
3'-0"	6'-0"	7'-10"
3'-4"	6'-8"	8'-0"
3'-6"	7'-0"	9'-0"
3'-8"	7'-4"	10'-0"
3'-10"	7'-8"	
4'-0"	8'-0"	

## FIRE DOORS

### LABELING AGENCIES:

- UNDERWRITERS LABORATORY
- WARNOCK HERSEY

TEST: UL 10C, UL 10B,  
UL 1784, & NFPA 252

- RATING: 20 MIN, 3/4 HR,  
1-1/2 HR, OR 3 HR

- MAX. SIZE: 40 x 80 SINGLE  
80 x 80 PAIR \*

\*80 x 90 with VERTICAL RODS

- DESIGNS: F, G, N, & V

Not all ratings are available  
in all sizes, designs and  
materials.

## SIZE LIMITS – DESIGNS

	FLUSH DESIGN	1 PANEL	2 PANEL	6 PANEL
MAX.	40100	3080	3080	3070
MIN.	2068	2868	2868	2668

## PRODUCT SPECIFICATIONS:

1-3/4" Thick steel doors shall be as manufactured by Ceco Door Products. Doors shall conform to the Steel Door Institute guide specification, ANSI A250.8; see chart below for performance classifications.

**LEGION** doors are made full-flush or (optional) seamless style. Face sheets are commercial quality cold rolled steel conforming to ASTM A1008...or (optional) hot-dipped galvanized steel conforming to ASTM A924 and A653 -- see chart below.

**Legion full-flush doors** have mechanically interlocked, hemmed, hairline seams on vertical edges and have no visible seams on faces. Doors specified "seamless" have no visible seams on faces or vertical edges (S.D.I. Model 2). A one piece, polystyrene slab, conforming to ASTM C578 TYPE 1, is bonded to the inside of both face sheets with a waterproof contact adhesive. The top and bottom door edges are closed with 16 gage steel channels welded to both face sheets.

**Hardware Provisions:** Hinge preparations are handed. Hinge edges are mortised for 4-1/2" or 5" high, standard and heavy weight hinges (specify which). 7 gage steel hinge reinforcements are welded inside the door edge and are drilled and tapped for fasteners in accordance with ANSI A156.7. The lock edge has a standard bevel (1:16) and is prepared for Gov. series 86, 160/161, or 90 locks in accordance with ANSI A115 (specify which). Optional closer reinforcement is a 14 gage steel channel.

**Paint:** 1-3/4" steel doors shall be provided with one coat of oven-cured neutral color primer paint. Primer coat shall conform with ANSI A250.10. The primer coat is a preparatory base for necessary finish painting. "Colorstyle" finish coat is also available from a selection of standard colors (optional). Colorstyle finish is electrostatically applied, oven-cured urethane enamel and shall conform to ANSI A250.3. For accurate color selectors ask for a Ceco Colorstyle chart.

### EXCEPTIONS:

E1, E2, and E6 designs: mortise lock preparation limited to 3'0" width.

1 & 2 panel doors are available in 18 gage face sheets only.

6 panel doors are available in 20, 18, & 16 gage face sheets only.

Panel design door face sheets are formed from A40 galv. steel.

## MATERIAL

DOOR FACE SHEETS	LEVEL	C.R.	GALV		RECOMMENDED DOOR FRAME MATERIAL
			A60	G90	
20 Gage Steel (4080 max.)	Standard Duty	STD	—	—	16 Gage Steel
20 Gage Textured Steel (4080 max.)	Standard Duty	—	STD	—	16 Gage Steel
18 Gage Steel	Heavy Duty	STD	OPT	OPT	16 Gage Steel
16 Gage Steel	Extra heavy Duty	STD	OPT	OPT	16 or 14 Gage Steel
14 Gage Steel	Maximum Duty	STD	OPT	OPT	14 or 12 Gage Steel

## PERFORMANCE

Thermal Characteristic Value:	CORE CALCULATED (ASTM C518)	R = 6.35	U = 0.157
	*NFRC 102-2014 & ASTM FLUSH DOOR WITH MERCURY FRAME	R = 2.33	U = 0.43
	*NFRC 102-2014 & ASTM FLUSH DOOR WITH WEATHERKERF FRAME	R = 2.27	U = 0.44
	*NFRC 102-2014 & ASTM FLUSH DOOR WITH STANDARD FRAME	R = 2.22	U = 0.45

\*NFRC102-2014: The general requirements of testing shall be as defined in NFRC 102, ASTM C1199 and ASTM C1363.

Sound Transmission Class:	STC 27 (F Design, 18 Gage Face Sheets, ASTM E90 & E413 [Fully Operable])
Physical Endurance /Level:	Meets ANSI A250.4 Performance Test, 20 GAGE: Level B (500,000 Cycles); 18 and 16 Gage: Level A (1,000,000 Cycles)

(Conversion: 1" = 25.4 mm, e.g., 1-3/4" = 44.45 mm)



**ASSA ABLOY**

ASSA ABLOY, the global leader  
in door opening solutions.



## L-FRA100-SP

### Low Profile Lite Kit for Variable Door and/or Glass Thickness

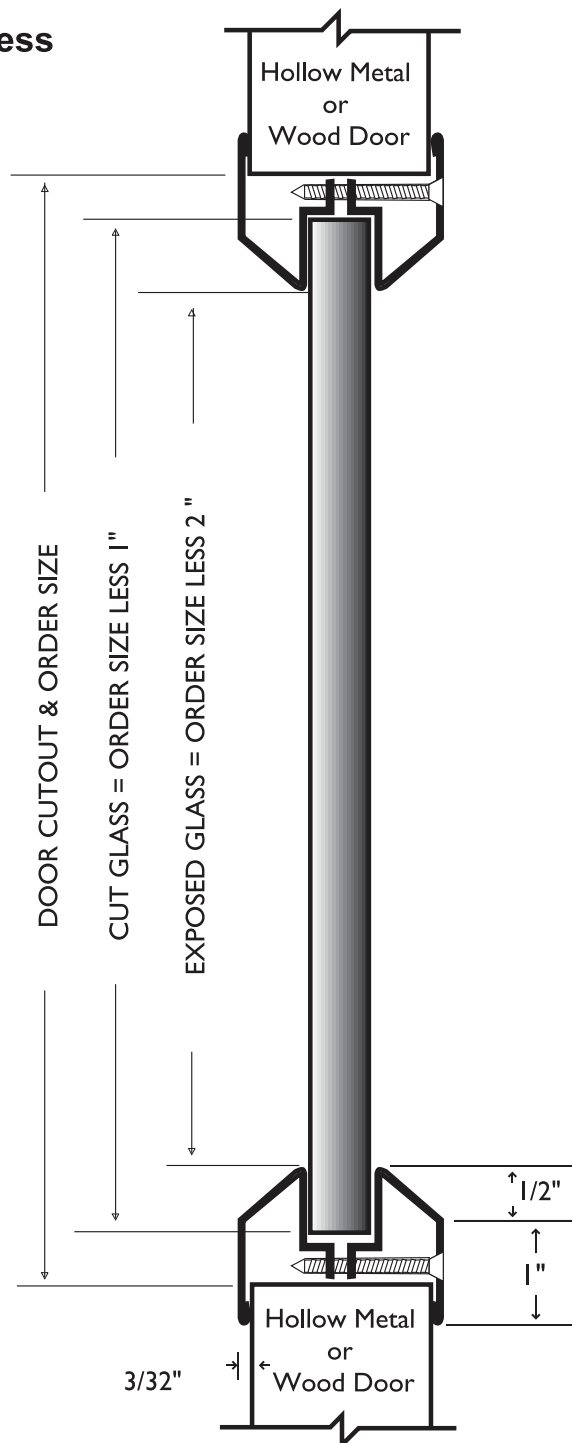
- 18 ga. cold rolled steel
- Mitered and welded corners
- Welded reinforcing clips at corners
- Counter-sunk mounting screw-holes
- #8 Phillips head SMS
- Available in uneven and fractional sizes
- Gray Primer (GPZ) powder coat finish

#### Required Information

- Specify glass thickness on order
- Specify door thickness on order if other than 1 3/4"

#### Available Options

- Powder coat color options - see page L2
- Torx Security Screws
- Galvanneal - A40 Steel
- Zinc electro-plating
- Glass & Glazing tape - See Glass Section
- Lead lining - .030" thick



## CLASSIC FRAME (S and C-Series)

### uses



LODGING



OFFICE



MEDICAL  
OFFICE



DORMITORIES



BUILDINGS  
OF WORSHIP



ASSISTED  
LIVING



MULTI-FAMILY



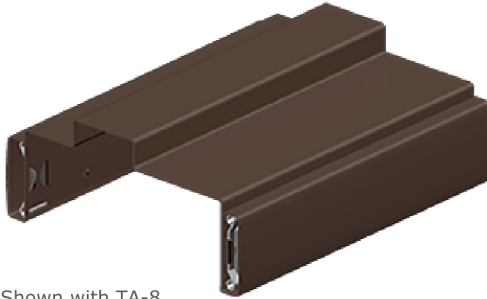
SCHOOLS



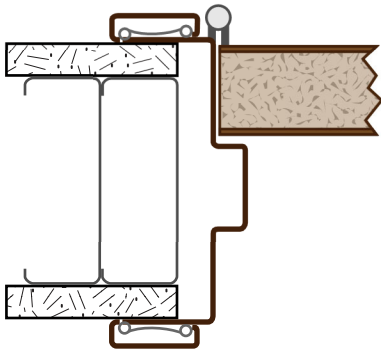
HOSPITAL  
NON SURGICAL



SINGLE  
FAMILY



Shown with TA-8  
Steel Casing as example.



1A

Jamb Hinge Side

The pre-finished steel **Classic Frame** is our most popular profile. It is the ideal solution for most commercial drywall applications.

Our Classic Frame is available in two material thicknesses, **S-Series** (20 gage) and **C-Series** (18 gage) pre-finished steel.

Finishing options include 2 standard colors, 4 premium colors, 29 pre-matched custom colors, project matched custom colors or primed for field painting. Galvanizing is available for all painted finishes and is REQUIRED in areas subject to high humidity, corrosive environments or exterior installations.

Fire ratings up to 90 minutes are available for non-glazed openings, and up to 45 minutes for glazed openings.

Mullions are available in all jamb depths from 3 1/2" to 13".

Classic Frames will accommodate either a 1 3/8" or 1 3/4" door weighing up to 500 lbs.

### STANDARD JAMB DEPTHS

**S-SERIES (20 gage):** 2 1/4", 2 7/8", 3 1/2", 3 3/4", 4", 4 5/8", 4 7/8", 5" and 5 3/8"

**C-SERIES (18 gage):** 2 1/4", 2 7/8", 3 1/2", 3 3/4", 4", 4 5/8", 4 7/8", 5", 5 3/8", 6 5/8", 6 7/8" and 7 1/4"

### CUSTOM JAMB DEPTHS

**C-SERIES (18 gage):** 2 1/4" to 13" in 1/8" increments.

NOTE: The available jamb depths and door weights listed here apply to the Classic Frame in general. Some limitations may apply when looking at specific information. For example a communicating frame must have a larger minimum jamb depth than listed here.



## STANDARD FINISHES

WINTER WHITE (CC105)	WHITE WHITE (CC301)
DESIGNER WHITE (CC304)	SNOW WHITE (CC311)
NEUTRAL GRAY (CC403)	NICKEL (CC404)
CAMEO BEIGE (CC503)	THUNDER (CC511)
BROWN SUGAR (CC601)	COCOA (CC602)
CORDOVAN (CC701)	RUBY RED (CC702)
JADE (CC901)	KENTUCKY GRASS (CC902)
BLACK NICKEL (CC905)	

**NOTES:** Consult factory for pricing and lead times.

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## ELITE SERIES

	
430 BRIGHT STAINLESS STEEL (ES204)	304 #4 BRUSHED STAINLESS STEEL (ES206)

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## CUSTOM COLORS

Custom color matching is also available. Submit color chip for matching. Consult factory for pricing and lead times.

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### NOTES:

Color chips available upon request, all finishes are semi-gloss unless otherwise specified. Touch-up paint available upon request, colors may vary slightly.

For complete technical information, contact your Timely distributor or our Marketing Service Department. Colors & price subject to change.

	<b>FULL MORTISE TYPE HINGES</b> Heavy Weight • Four Ball Bearing • Template			<b>**Optional UL Listed Hinges available.</b> Prefix "UL" before part number when ordering.			
	<b>ITEM #</b>			<b>SIZE</b>		<b>GAUGE</b>	
	**BB5500			5" x 5"		.190	
	**BB5210			5 x 4 ½"		.190	
	**BB5254			5" x 4"		.190	
	**BB5200			4 ½" x 4 ½"		.180	
	**BB52454			4 ½" x 4"		.180	
	BBRC5835			3 ½" x 3 ½"		.123	
	Size: Maximum of 8" x 8" available upon request			Material: Steel, Stainless Steel, Brass			
	Size of FH Screws			Pieces Per Box		Pieces Per Carton	
Machine		Wood		3		24	
½" x 12 – 24		1" x 12					

 	<b>FULL MORTISE TYPE HINGES</b> Standard Weight • Two Ball Bearing • Template			<b>**Optional UL Listed Hinges available.</b> Prefix "UL" before part number when ordering.			
	<b>Two Ball Bearing, ¼" Radius Round Corner</b>						
	<b>ITEM #</b>			<b>SIZE</b>		<b>GAUGE</b>	
	RCBB31 N.R.P.			4 ½" x 4 ½"		.134	
	<b>Two Ball Bearing, ⅛" Radius Round Corner</b>						
	RCBB454 N.R.P.			4 ½" x 4"		.190	
	<b>Two Ball Bearing, Square Corner</b>						
	BB55			5" x 5"		.146	
	**BB545			5 x 4 ½"		.146	
	**BB54			5" x 4"		.146	
**BB31		4 ½" x 4 ½"		.134			
**BB454		4 ½" x 4"		.134			
BBSC56		4" x 4"		.130			
BBSC77 #		3 ½" x 3 ½"		.123			
BBSC33 #		3" x 3"		.123			
Size: Maximum of 6" x 6" available upon request			Material: Steel, Stainless Steel, Brass				
Size of FH Screws		Pieces Per Box		Pieces Per Carton			
Machine		Wood		3		48	
½" x 12 - 24		1 ¼" x 12					
# Supplied with ½" x 10-24 machine screws and 1 x 9 wood screws, 2 pieces/inner box 100 pieces/carton							

	<b>MADE IN TAIWAN HINGES THAT MEET THE BUY AMERICAN ACT</b> Full Mortise Type						
	<b>Two Ball Bearing • Standard Weight</b>						
	<b>ITEM #</b>		<b>SIZE</b>		<b>GAUGE</b>		
	TABB31		4 ½" x 4 ½"		.134		
	TABB545		5" x 4 ½"		.146		
	<b>Four Ball Bearing • Heavy Weight</b>						
	TABB5200		4 ½" x 4 ½"		.180		
	Material: Steel, Stainless Steel						
	Size of FH Screws		Pieces Per Box		Pieces Per Carton		
	Machine		Wood		3		48
½" x 12 - 24		1 ¼" x 12					

	<b>FULL MORTISE TYPE HINGES</b> Standard Weight • Plain Bearing • Template						
	<b>ITEM #</b>		<b>SIZE</b>		<b>GAUGE</b>		
	TBH55		5" x 5"		.146		
	TBH30		4 ½" x 4 ½"		.134		
	TBH454		4 ½" x 4"		.134		
	TBHSC55		4" x 4"		.130		
	TBHSC77 #		3 ½" x 3 ½"		.123		
	TBHSC33 #		3" x 3"		.123		
	Size: Maximum of 6" x 6" available upon request			Material: Steel, Stainless Steel, Brass			
	Size of FH Screws		Pieces Per Box		Pieces Per Carton		
Machine		Wood		3		48	
½" x 12 - 24		1 ¼" x 12					
# Supplied with ½" x 10-24 machine screws and 1 x 9 wood screws, 2 pieces/inner box 100 pieces/carton							

NOTE: All hinges are sold with a minimum order quantity (MOQ) equal to or exactly divisible by the inner box quantity specified in the catalog or price book.



# CAL-ROYAL

P R O D U C T S, I N C.

## Lifetime Warranty on Commercial Grade Hinges

### BHMA CERTIFIED

CAL-ROYAL'S complete line of Commercial, Residential and Continuous Gear Hinges offer unsurpassed value, quality and service. Engineered to meet or exceed industry standards that customers have come to expect.

### GENERAL INFORMATION

#### ANSI Products Standards

CAL-ROYAL HINGES complies with ANSI A156.1 (Butts and Hinges), A156.7 (Template hinge dimensions), A156.17 (Self Closing Hinges and Pivots), A156.18 (materials and Finishes). Plain Bearing Standard Weight

For Standard weight doors receiving low frequency service.

Template hinges are furnished with all machine and wood screws.

#### Ball Bearing Standard Weight

For Standard weight doors receiving average frequency service.

Template hinges are furnished with all machine and wood screws.

#### Ball Bearing Heavy Weight

For Heavy Doors (such as entrance and corridors) or doors receiving high frequency service. Inner edges are beveled to conform the shape of barrel and to make close fitting joints. Heavy weight template hinges are equipped with all machine and one half wood screws.

#### Half Surface

One leaf is mortised in the frame and the other is surface applied to the face of the door (wood door with wood frame or metal core door with hollow metal frame).

#### Half Mortise

One leaf is mortised in the door and the other is surface applied to the frame (hollow metal door with channel iron frame).

#### Swing Clear

For use where conditions require a completely clear opening when door is opened to 90° angle. Inner edges of leaves are beveled to conform to shape of barrel and to make close fitting joints. Phillips head threaded plug permits hinge to be reversed to suit application.

#### Full Mortise

Both leaves are mortised. One leaf in the door and one leaf in the frame (wood door or hollow metal door with wood or hollow metal frame).

#### Full Surface

Both leaves are applied to the surface, one to the door and the other to the frame (metal core door or hollow metal door with channel iron frame).

#### Materials and Finishes

Wrought Steel: Satin finishes or highly polished and plated. All plated finishes have a clear baked finish.

#### Wrought Stainless Steel:

Satin finish non-ferrous, non-corrosive grade 304.

**Stock Finishes:** Refer to our price list for stock finishes.

Materials such as solid brass are available on request.

Prefix SB before part #.

#### Tips

**Button:** All hinges have flat button tip, except concealed ball bearing hinges which are flush.

**Non-removable Pins:** Removable threaded set screw in barrel prevent pin from being removed when door is closed. Available on all hinges. Use N.R.P. for ordering.

**Special Pins:** Solid brass pins, stainless steel pins and Hospital Tips are available on request. Decorative tips are also available on 4 1/2" x 4 1/2", 4" x 4", 3 1/2" x 3 1/2" commercial hinges and 4" x 4" and 3 1/2" x 3 1/2" residential hinges. Add BT (Ball Tip), ST (Steeple Tip) before part number for specification. Other Size Hinge tips also available based on factory order.



STEEPLE TIP



BALL TIP



HOSPITAL TIP



ACORN TIP



URN TIP

#### Packaging

All hinges are individually wrapped to protect the finish.

Commercial grade hinges are packed 3 pieces per inner box with all machine and all wood screws. Residential hinges are packed one pair per box, bulk assembled or unassembled. Spring hinges are packed 2 pieces per box. Refer to price list for carton quantities.

### Replacement Cylinders

#### Features:

- Made to Original Manufacturers' Keying Specifications
- Can be keyed with original pins
- All Cylinders drilled for 6-Pins
- Packed with appropriate accessories

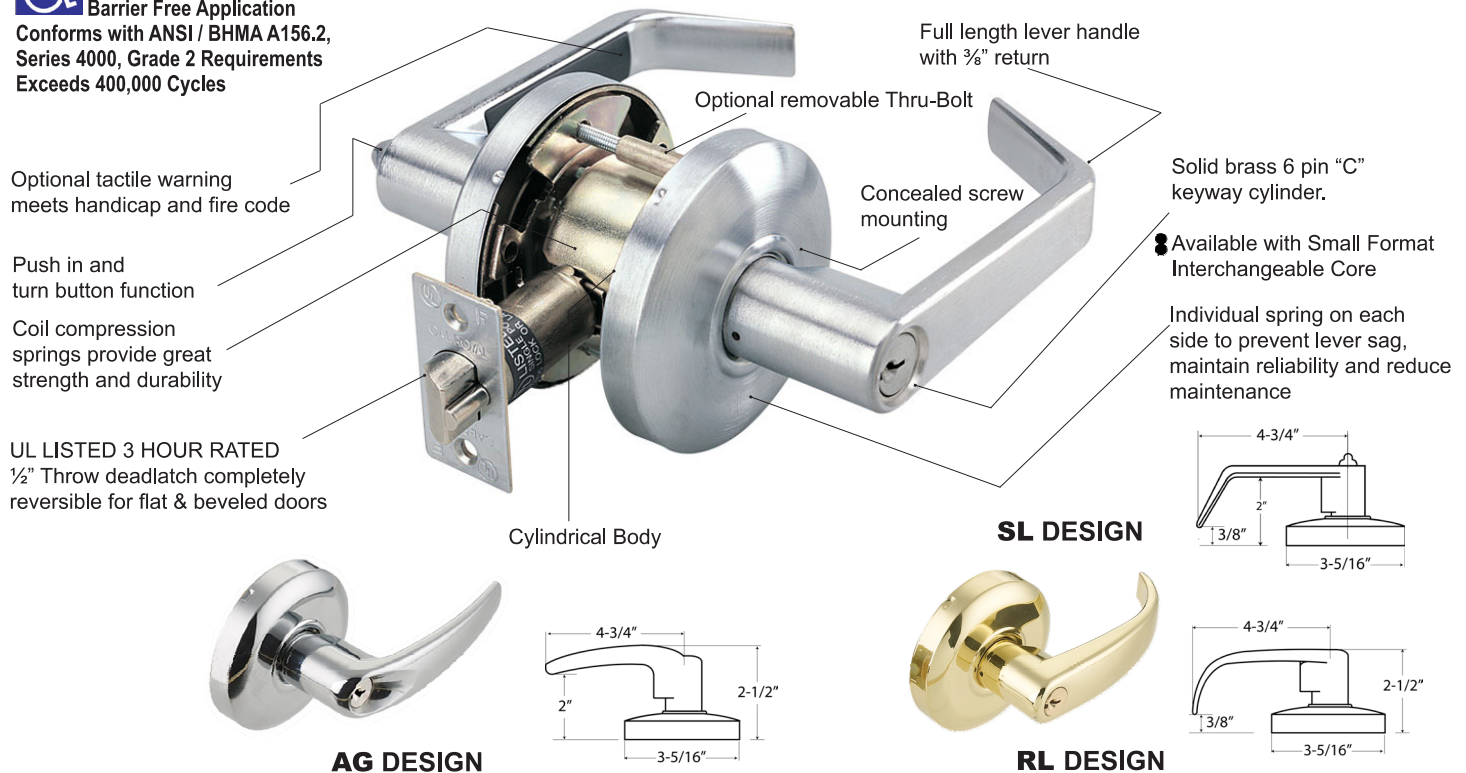
KEY-IN-KNOB / LEVER & DEADBOLT CYLINDER (Packed with tailpiece assortment pack)				
ILLUSTRATION	ITEM#	DESCRIPTION	KEYED	FINISH
	KKARA-4	6-Pin Arrow "A"	5-Pin	US26D
	KKC59-4	6-Pin Corbin 60 Russwin 59	5-Pin	
	KKCL4-4	6-Pin Corbin L1 thru L4	6-Pin	
	KKKW5-4	6-Pin Kwikset	5-Pin	
	KKR-D1-4	6-Pin Russwin D-1 thru 4	6-Pin	
	KKSCC-4	6-Pin Schlage "C"	6-Pin	
	KKSCE-4	6-Pin Schlage "E"	6-Pin	
	KKSCF-4	6-Pin Schlage "F"	6-Pin	
	KKSCP-4	6-Pin Schlage C-K	5-Pin	
	KKSLA-4	6-Pin Sargent "LA" thru "LC"	6-Pin	
	KKSRA-4	6-Pin Sargent "RA"	6-Pin	
	KKWFE-4	6-Pin Weiser / Falcon "E"	5-Pin	
	KKYA8-4	6-Pin Yale 8 (E1R)	5-Pin	
	KKYGA-4	6-Pin Yale "GA"	6-Pin	
1-1/4" MORTISE CYLINDERS (Packed with Adams Rite and Yale Cams)				
	KMARA-4	6-Pin Arrow "A"	5-Pin	US26D
	KMC59-4	6-Pin Corbin 60 Russwin 59	5-Pin	
	KMCL4-4	6-Pin Corbin L1 thru L4	6-Pin	
	KMKW5-4	6-Pin Kwikset	5-Pin	
	KMRD1-4	6-Pin Russwin D-1 thru 4	6-Pin	
	KMSCC-4	6-Pin Schlage "C"	6-Pin	
	KMSCE-4	6-Pin Schlage "E"	6-Pin	
	KMSCF-4	6-Pin Schlage "F"	6-Pin	
	KMSCP-4	6-Pin Schlage C-K	5-Pin	
	KMSLA-4	6-Pin Sargent "LA" thru "LC"	6-Pin	
	KMSRA-4	6-Pin Sargent "RA"	6-Pin	
	KMWFE-4	6-Pin Weiser / Falcon "E"	5-Pin	
	KMYA8-4	6-Pin Yale 8 (E1R)	5-Pin	
	KMYGA-4	6-Pin Yale "GA"	6-Pin	
RIM CYLINDERS				
	KR-AR-A	Arrow "A"	5-Pin	US26D
	KR-C-59	Corbin 60 Russwin 59	5-Pin	
	KR-C-L4	Corbin L1 thru L4	6-Pin	
	KR-KW-5	Kwikset	5-Pin	
	KR-R-D1	Russwin D-1 thru 4	6-Pin	
	KR-SC-C	Schlage "C"	6-Pin	
	KR-SC-E	Schlage "E"	6-Pin	
	KR-SC-F	Schlage "F"	6-Pin	
	KR-SC-P	Schlage C-K	5-Pin	
	KR-S-LA	Sargent "LA" thru "LC"	6-Pin	
	KR-S-RA	Sargent "RA"	6-Pin	
	KR-WF-E	Weiser / Falcon "E"	5-Pin	
	KR-YA-8	Yale 8 (E1R)	5-Pin	
	KR-Y-GA	Yale "GA"	6-Pin	



# PIONEER

**SL SERIES (NON-CLUTCH MECHANISM)**  
**CSL SERIES (CLUTCH MECHANISM)**  
**OPTIONAL THRU BOLT INSTALLATION**

 Meets ADA requirements  
Specially designed for  
Barrier Free Application  
Conforms with ANSI / BHMA A156.2,  
Series 4000, Grade 2 Requirements  
Exceeds 400,000 Cycles



## SPECIFICATIONS

### APPLICATIONS

For offices, schools, hospitals, apartments, hotel / motel, residential, commercial and public buildings.

### DOOR RANGES

1 3/8" to 1 3/4" thickness doors.

### BACKSET

2 3/4" Standard, 2 3/8", 3 3/4" and 5" optional.

### LATCH BOLT

1/2" Throw solid brass, reversible for RH or LH applications. UL Listed.

### LATCH FACEPLATE

2 1/4" x 1 1/8", adjustable for flat or beveled doors 1/8" in 2", for 2 3/4" backset. Optional 2 1/4" x 1" for 2 3/8" backset.

### ANSI STANDARDS

Meets or exceeds requirements of BHMA / ANSI A156.2 Series 4000, Grade 2 (FF-H 106C), 400,000 cycles.

### EXPOSED TRIM

Wrought brass, bronze or stainless steel, levers are Zinc casting, plated to match trim finish.

### KEYING

6-pin "C" keyway cylinder, 2 keys per lock. Keying as per individual job requirement.

### CYLINDER & KEYWAYS

6 pin solid brass "C" keyway standard. Schlage E, Schlage C-K, Russwin D1-2-3-4, Corbin 59 / 60, Corbin-Russwin L4, Sargent LA-LB-LC, Falcon / Weiser E, Arrow A, Yale 8, Yale GA and Kwikset. Can also accept Medeco, Assa, Kaba and Cal-Royal (HSK) High Security Cylinders.

### CLUTCH

Clutch available on all keyed locks and privacy functions. Prefix "C" before part number.

### INTERCHANGEABLE CORE

Interchangeable Core locks will accept compatible 6 or 7 pin cores with BEST, FALCON and ARROW. Prefix "IC" before part number. Available combined or uncombined. Temporary construction cores available. Factory keying with control key and master key available.

### STRIKES

ASA strike standard, "T" and full lip strike available on request.

**TACTILE & LEAD LINING** available upon request.

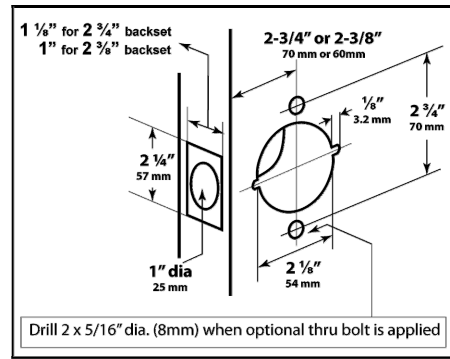
# PIONEER SL SERIES FINISHES AND FUNCTIONS



FINISHES AVAILABLE		
BHMA SYMBOL	US CODE	DESCRIPTION
622	US1	Flat Black Coated
605	US3	Polished Brass
606	US4	Satin Brass
609	US5	Antique Brass
612	US10	Satin Bronze
613E	US10BE	Dark Oxidized Satin Bronze, Equivalent
619	US15	Satin Nickel
625	US26	Polished Chrome
626	US26D	Satin Chrome

Refer to price list for stock finishes and functions

## DOOR PREPARATION



- SL00**  
● ICSL00  
CSL00  
ANSI: F109
- ENTRANCE / OFFICE LOCK**  
Turn / Push button locking. Pushing and turning button locks outside lever requiring use of key until button is manually unlocked. Pushing button locks outside lever until unlocked with key or inside lever is turned.
- COMBINATION ENTRANCE / OFFICE LOCK AND SINGLE CYLINDER DEADBOLT -- KA / 2 PACKED TOGETHER**  
Turn / Push button locking. Pushing and turning button locks outside lever requiring use of key until button is manually unlocked. Pushing button locks outside lever until unlocked with key or inside lever is turned. Dead locking latch bolt retracted by key from outside or by thumb turn on inside. Adjustable 2 3/4" or 2 3/4" backset.
- SL00/T220**
- SL01**  
● ICSL01  
CSL01  
ANSI: F82
- ENTRANCE LOCK PUSH BUTTON**  
Pushing button in inside lever locks outside lever. Turning inside lever or operating key in outside lever releases button automatically. Closing door does not release button. Button cannot be fixed in lock position. Inside lever always free. Latch bolt automatically deadlocks when door is closed.
- SL03**  
● ICSL03  
CSL03  
ANSI: F84
- CLASSROOM LOCK**  
Dead locking latch bolt operated by lever from either side except when outside lever is locked from outside by key. When outside lever is locked, latch bolt is operated by turning inside lever.
- SL04**  
● ICSL04  
CSL04  
ANSI: F80
- COMMUNICATING LOCK**  
Deadlocking latch bolt operated by lever from either side. Turning key in either lever locks or unlocks its own lever independently.
- SL05**  
● ICSL05  
CSL05  
ANSI: F86
- STOREROOM LOCK**  
Dead locking latch bolt operated by key in outside lever or by rotating inside lever. Outside lever is always fixed.
- SL09**  
● ICSL09  
CSL09  
ANSI: F87
- INSTITUTION**  
Deadlocking latch bolt operated by key in lever from either side. Both lever always fixed.

- SL80**  
● ICSL80  
CSL80
- EXIT LOCK**  
Deadlocking latch bolt operated with key from inside only. Blank plate outside.
- SL101**  
● ICSL101  
CSL101  
ANSI: F90
- DORMITORY / ASSISTED LIVING**  
Deadlocking latch bolt operated by lever from either side except when outside lever is locked by key or by push button on inside lever. Key in outside lever locks or unlocks outside lever. Outside key releases push button when locked from inside. Rotating inside lever or closing the door releases push button.
- SL10**  
CSL10  
ANSI: F77
- PATIO**  
Deadlocking latch bolt operated by lever from either side. Outside lever is locked by push button inside and unlocked by rotating inside lever or closing door.
- SL20**  
CSL20  
ANSI: F76
- PRIVACY LOCK**  
Latch bolt operated by lever from either side. Outside lever is locked by push button inside and unlocked by emergency release outside. Turning inside lever or closing door releases push button.
- SL30**  
ANSI: F75
- PASSAGE SET**  
Latch bolt operated by lever from either side at all times.
- SL40**
- DUMMY LEVER**  
Single dummy trim for one side of door. Pull only.
- SL50**  
ANSI: F89
- EXIT LOCK**  
Blank plate outside. Inside lever always unlocked.

## HOW TO ORDER:

For "AG" or "RL" designs, replace design name.  
Example: SL00 entrance in "AG" is AG00.

● "IC" Indicates function available with BEST, FALCON & ARROW Interchangeable Core.  
"CSL" Indicates function available with clutch.  
OTHER FUNCTIONS NOT LISTED AVAILABLE UPON REQUEST.

## A9800 & AF9800 Rim Type Panic and Fire Exit Devices (ADA) A9860V & AF9860V Vertical Rod Panic and Fire Exit Devices (ADA) ANSI A156.3, Grade 1



### Features & Construction

- ◆ **Retrofits Sargent 8800 Series using 9800 Escutcheon Trim**
- ◆ Americans with Disability Act (ADA) compliant. 5lbs opening force on ADA product only
- ◆ ANSI A156.3, Grade 1 heavy duty exit device in surface vertical rod and rim designs
- ◆ Rail assemblies and end caps are brass, bronze or stainless steel and rail travels in direction of the door swing
- ◆ Trims are thru-bolted for additional security
- ◆ Conforms & meets ADA Regulations (ADA products only)
- ◆ UL Listed for Panic and UL10C, UBC 7-2-1997 codes
- ◆ UL Listed for Fire Exit Hardware. 3 hours
- ◆ (A) label rating on pairs of doors up to 8'0" x 8'0" swinging in same or opposite directions
- ◆ Uncompromising security and safety in single and double fire exit doors
- ◆ Chassis mounted unit construction. Rim and vertical rod devices are non-handed and easily reversible.
- ◆ Available in many different functions. Lever and escutcheon trims are grade 1 construction with clutch on rose trims. Escutcheon trims are rigid and covers 161 cut out.
- ◆ For use in institutions, schools, universities, commercial buildings where heavy duty reliable operation is a requirement

### Suggested Architect's Specifications

- ◆ All exit devices shall be of touch bar design with smooth operation and be operative over  $\frac{2}{3}$  of the door's clear opening width
- ◆ All exit devices must be listed under "Panic Hardware" in the Accident Equipment List of Underwriter' Laboratories, Inc. Where labeled doors are used as exits, they must be equipped with labeled Fire Exit Hardware and UL10C
- ◆ UBC 7-2-1997 codes
- ◆ All springs shall be of stainless steel throughout
- ◆ All exit devices shall be of chassis mounted unit construction.
- ◆ All exit devices shall be ANSI A156.3, Grade 1, ADA option

# A9800 & AF9800 ADA Series

## GRADE 1, Rim Type Exit Device



**\*Americans with Disability Act (ADA) compliant  
5 lbs opening force on ADA Series only**

**\*Refer to the Price List for Stock Sizes and Finishes**

### Specifications

<b>For Doors.....</b>	1 3/4" thick standard optional 2 1/4" thick. 4 1/2" minimum stile width required for single or double door application using standard 239 strike and pull or lever, thumbpiece and escutcheon trims. 2 3/4" backset
<b>Chassis.....</b>	Non-ferrous Alloy (Panic Grade), Steel (Fire Grade)
<b>Cover.....</b>	Brass, Bronze or Stainless Steel. Covers stock hollow metal doors with 161 cutout
<b>Mounting.....</b>	Furnished with wood and machine screws. Available with thru-bolts on request. <b>Thru-bolts are included and standard packaging on fire rated devices</b>
<b>Dogging Feature.....</b>	Allen-type key furnished standard on non-fire labeled devices. Cylinder dogging available
<b>Mullion.....</b>	Available
<b>UL and ULC Listed...</b>	A9800 Series for panic. AF9800 Series for fire exit hardware for all types of 4' x 8' single doors and 8' x 8' double doors for up to 3-hour fire labeled installations, conforms to standards UL10C and UBC 7-2-1997 codes
<b>Finish.....</b>	Architectural plated finishes
<b>Electronic Functions...</b>	(ELR) Electrical Latch Retraction and RX & LX Signal Switch available
<b>Anti-Microbial.....</b>	Available on US32D only. Use part # <b>ANTB-EXIT</b>

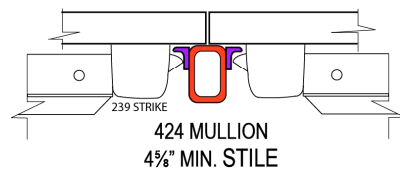
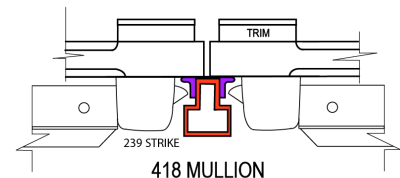
<b>End Cap.....</b>	Brass, Bronze or Stainless Steel construction
<b>Alarm.....</b>	Available.
<b>Hand.....</b>	Non handed, center hub
<b>Latch Bolt.....</b>	Stainless Steel 3/4" throw
<b>Spring.....</b>	Stainless Steel throughout
<b>ANSI Standard.....</b>	A156.3, Grade 1
<b>Strike.....</b>	239 packed standard (See strike page)
<b>Trim.....</b>	See Trim Designs section

### Minimum Stile Requirements

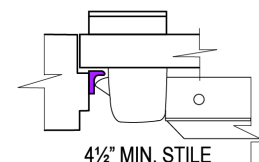
4" escutcheon trims and  
4 1/2" for thumbpiece and rose trim

#### DOUBLE DOOR

4 1/2" MIN. STILE



#### SINGLE DOOR



### DIMENSIONS

Touchbar height to finished floor	41" (1041 mm) at center		
Touchbar Projection			
Neutral	2 ½" (64 mm)		
Depressed	1 ¾" (45 mm)		
Center case	8 ½" x 2 ½" x 2" (216 mm x 64 mm x 51 mm)		
<b>MODEL</b>	<b>ACTUAL SIZE</b>	<b>MAX CUT DOWN</b>	<b>DOOR SIZE</b>
A9800EO24, AF9800EO24,	20"	2"	22" to 24" door width
A9800EO32, AF9800EO32	28"	6"	26" to 32" door width
A9800EO36, AF9800EO36	32"	6"	30" to 36" door width
A9820EO48, AF9820EO48	44"	12"	36" to 48" door width



# Trim Selection

## CLUTCH CYLINDRICAL LEVER



### Non-Handed Grade 1 (Clutch Style)

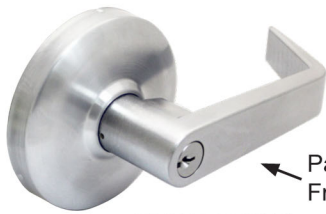
Cylindrical body hardened steel heavy duty tailpiece. For 1 3/4" and 2 1/4" doors. Prefix "THI" before Part # for 2 1/4" door thickness.

Available for fire and non-fire rated rim and vertical rod exit devices.

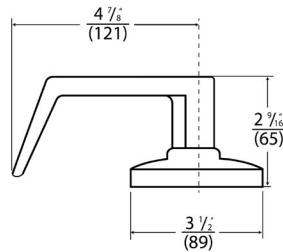
Rose diameter 3 1/2", lever length 4 3/4". Fits and covers 161 cutout.

Finishes: US26D, US26, US3, US4, US10B, US10BE, US1

**\*GN DESIGN ONLY: ENT00L, ICENT00L, STR05L, ICSTR05L, PAS30L, DUM40L IN US32D FINISH, ALL STAINLESS STEEL EXTERIOR. INCLUDES GRADE 304SS LEVER AND ROSE**



**GN DESIGN**



Patented Clutch Freewheeling

ENT00L or

ICENT00L or

ICSCENT00L4

SARICENT00L (Sargent)

RUSICENT00L (Corbin / Russwin)

YALICENT00L (Yale)

8000K

STR05L or

ICSTR05L or

ICSCSTR05L4

SARICSTR05L (Sargent)

RUSICSTR05L (Corbin / Russwin)

YALICSTR05L (Yale)

PAS30L

DUM40L

### ENTRANCE

Key locks and unlocks lever.

Operates as CLASSROOM FUNCTION.

ANSI Function (08)

Ball Knob Keylock

### STOREROOM

Key operates lever, otherwise always locked.

ANSI Function (09)

### PASSAGE

Trim always operable and free.

ANSI Function (14)

### DUMMY

Dummy trim. One sided

ANSI Function (02)

**KEYWAY:** 6-Pin solid brass "C" keyway standard. Optional: Schlage E, Schlage C-K, Russwin D1-2-3-4, Corbin 59/60, Sargent LA-LB-LC, Falcon/Weiser E, Arrow A, Yale 8, Yale GA and Kwikset. Can also accept Medeco, Assa, Kaba and **Cal-Royal HSK** High Security Cylinders.

**(IC) INTERCHANGEABLE CORE:** Interchangeable Core locks will accept compatible 6 or 7-Pin cores with **BEST, FALCON and ARROW**.

**(ICSC) INTERCHANGEABLE CORE:** Indicates function available with **SCHLAGE, CORBIN/RUSSWIN, SARGENT and YALE Full Size Format Interchangeable Core**

KEYWAY	+	DESIGN	+	FUNCTION	+	FINISH
BEST, FALCON, & ARROW - SCHLAGE - CORBIN/RUSSWIN - SARGENT - YALE -		IC ICSC RUSIC SARIC YALIC		AT SPA TUB* AUG DAN LON TAC		ENT00L STR05L PAS30L DUM40L

### HOW TO ORDER IN LFIC

Example: ICSCENT00L4 US26D  
in "SPA" design is  
ICSCSPAENT00L4 US26D

**\*\*Note:** Yale LFIC is only available in GN, AT, SPA lever designs | TUB\* is only available in SFIC.

## Other Lever Trim Designs

Available in  
SFIC & LFIC



**AT**

Available in  
SFIC & LFIC



**SPA**

Available  
in SFIC



**TUB**

Available in  
SFIC & LFIC  
*\*except YALE LFIC*



**AUG**

Available in  
SFIC & LFIC  
*\*except YALE LFIC*



**DAN**

Available in  
SFIC & LFIC  
*\*except YALE LFIC*



**LON**

Available in  
SFIC & LFIC  
*\*except YALE LFIC*



**TAC**



**8000K**

Anti-Microbial Coating available in US26D or US32D Only. Use part # "ANTB-TRIM" when ordering.

# 900 SERIES

ANSI A156.4 Grade 1, Full Cover, Multi-Size Full Feature Closer  
UL Listed, Conforms to Standards UL10C and UBC7-2-1997  
BHMA Certified Lifetime Warranty



**MEETS**  
*The Buy American Act*  
(SPECIFY **MADE IN KOREA** WHEN ORDERING)

**LIFETIME WARRANTY**



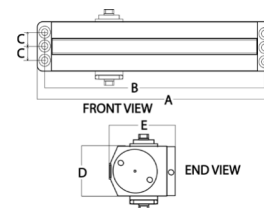
- Cal-Royal's Finest Hydraulic Door Closer Series Meeting the Highest Industry Standards Grade 1
- Heavy-Duty Full Feature Multi-Size Commercial Door Closer for Use In Office Buildings, Shopping Center and Other Commercial Buildings
- Standard Back-Check Function
- Standard Packaging includes Full Plastic Cover with Sex Bolts and Screws. (Metal Optional)
- Optional Plated Decorative Covers are available including 32D
- Optional Adjustable Delayed Action for Handicapped or Elderly

## FEATURES

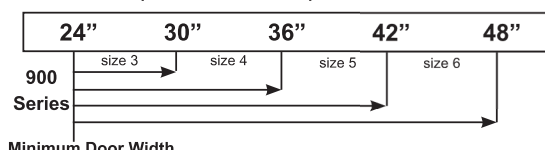
- Heavy Duty Cast Aluminum Hydraulic Door Closer
- ANSI A156.4 Grade 1: UL Listed for Fire Door Assemblies
- Universal Application. Non-Handed for Standard, Top Jamb or Parallel Arm Installation
- Non-Sized, 1 thru 6 FACTORY PRESET SIZE 3
- Door Weights: 30-260 lbs (All Models)
- Standard Adjustable Back-Check Function
- Adjustable Closing and Latching Speed by Two Separate Regulating Valves
- 6 Attaching Holes for Extra Secure Mounting to Door or Frame
- Available in Alum, Duro, Gold, White, US3, 26, 26D, 10, 15, 10B, 32D, 4 and 5 Finishes
- Optional Adjustable Delayed Action (DA). Preset at the Factory for Approximately 20 Seconds, Between 70° and 0° Delay Time Easily Adjusted Up to 1 Minute
- Barrier Free (BF) Meets ADA regulation. Size 1 thru 6 Engineered with Reduced Spring Power to Provide Easier Opening for Handicapped or Elderly



DESCRIPTION	SIZE
A. Length of Closer Body	11 3/4"
B. Horizontal Mounting Holes	11 1/8"
C. Vertical Mounting Holes	9/16"
D. Height of Closer Body	2"
E. Projection from Door	2 7/8"

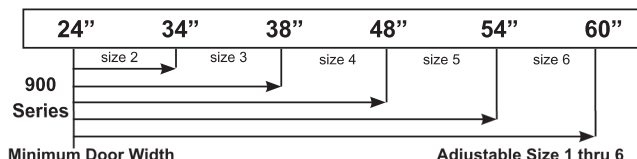


### EXTERIOR (and VESTIBULE) DOOR WIDTH



Minimum Door Width

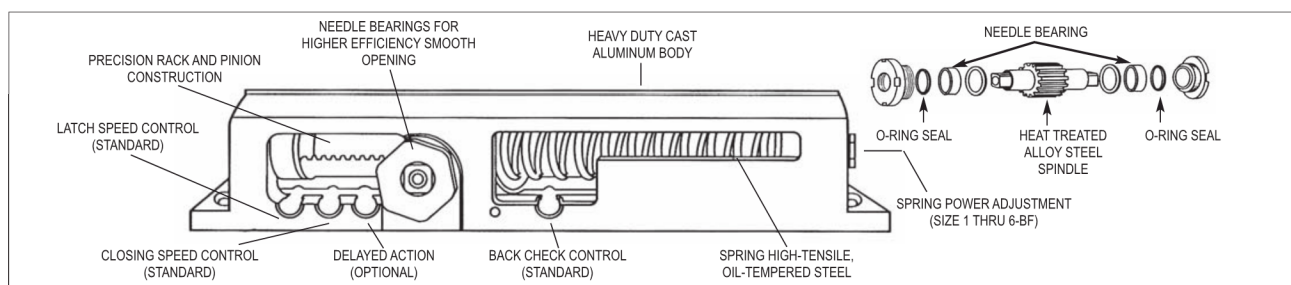
### INTERIOR DOOR WIDTH



Minimum Door Width

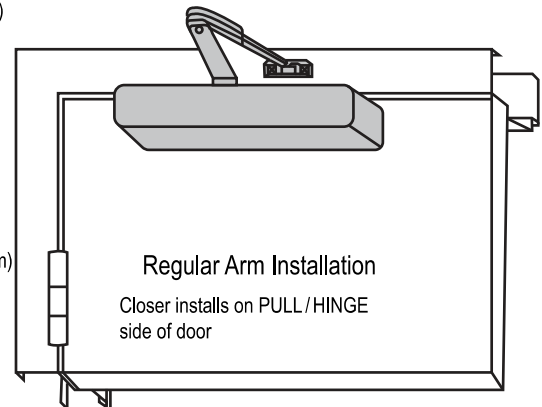
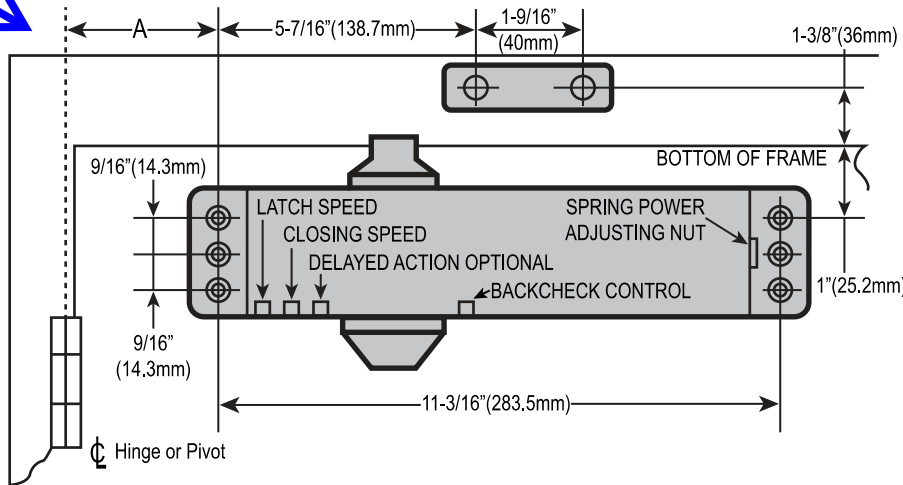
Adjustable Size 1 thru 6

Conforms to Standards UL10C and UBC7-2-1997



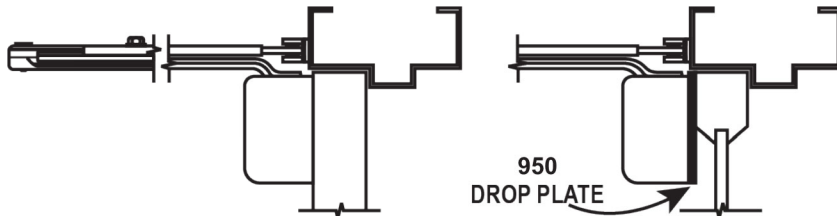
# MOUNTING INFORMATION

## 900 SERIES : REGULAR ARM INSTALLATION (PULL SIDE)

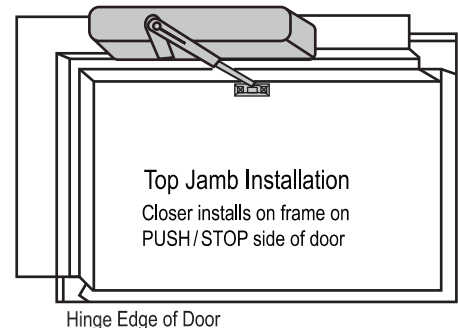
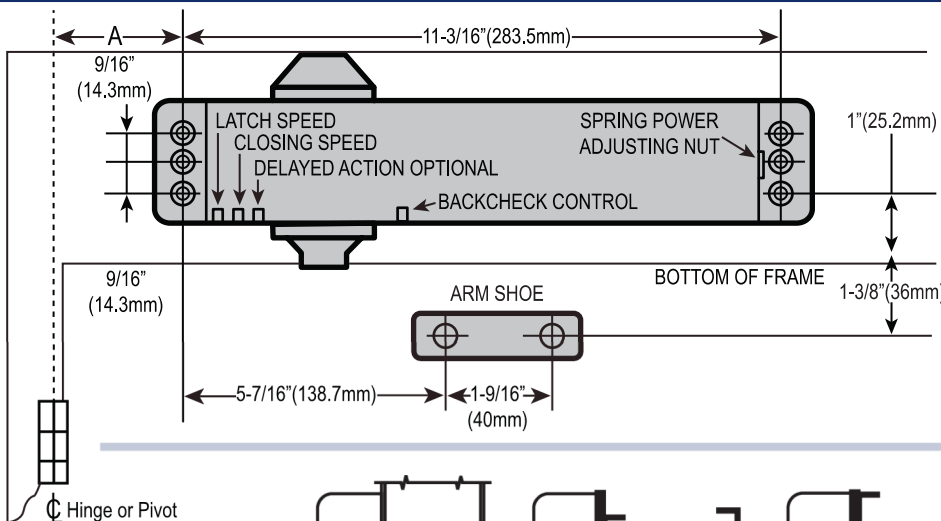


- RIGHT HAND DOOR SHOWN
- LEFT HAND DOOR OPPOSITE
- DIMENSIONS ARE IN INCHES
- DRAWING NOT TO SCALE

OPENING	DIM A
TO 120°	7-3/32 (180mm)
120° - 180°	3-15/16 (100mm)



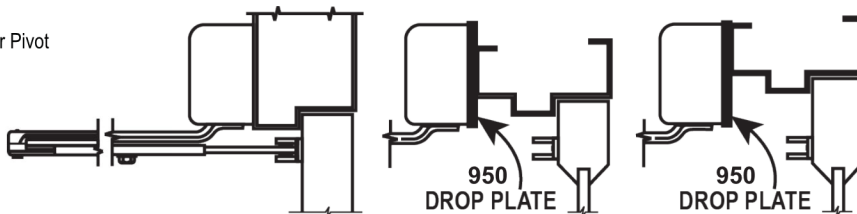
## 900 SERIES: TOP JAMB INSTALLATION (PUSH SIDE)



Hinge Edge of Door

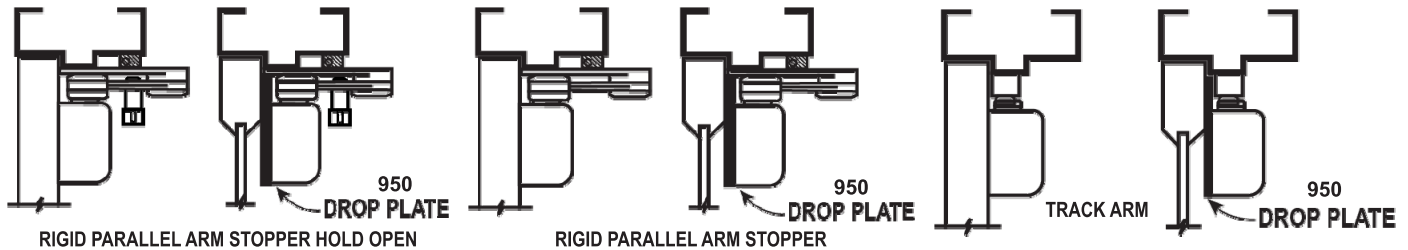
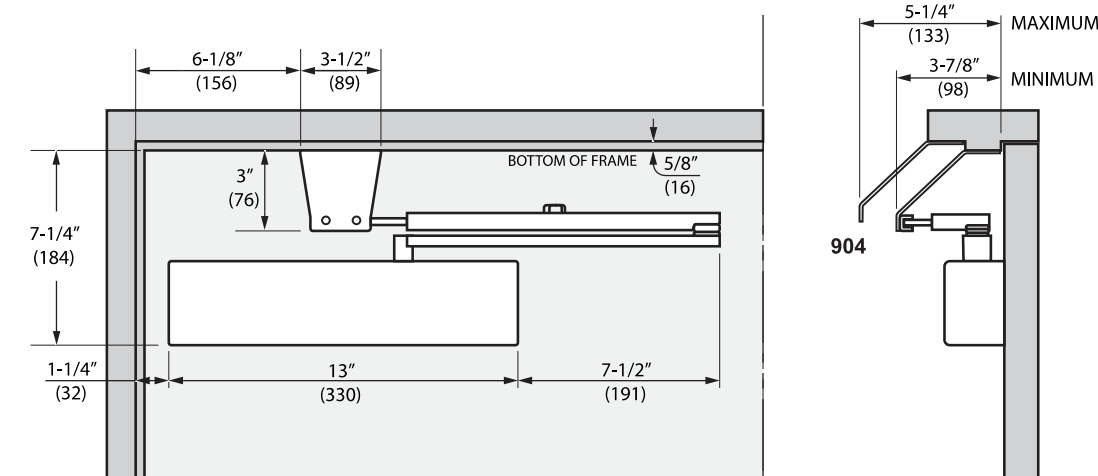
- LEFT HAND DOOR SHOWN
- RIGHT HAND DOOR OPPOSITE
- DIMENSIONS ARE IN INCHES
- DRAWING NOT TO SCALE

OPENING	DIM A
TO 120°	7-3/32 (180mm)
120° - 180°	3-15/16 (100mm)



## 900 SERIES : OPTIONAL INSTALLATION

### PARALLEL ARM (PUSH SIDE)



**MAXIMUM OPENING:** 180° (Standard), 120° (Hold Open)

### OPTIONAL INSTALLATION

#### ARMS

- **900HOSPRING** - Super Rigid Parallel Arm Stopper Hold-Open, Non-Handed with Spring Loaded Stop in Soffit Shoe
- **900SPRING** - Super Rigid Non-Handed Parallel Arm with Spring Loaded Stop in the Soffit Shoe
- **HOSRPS / 900** - Super Rigid Parallel Arm Stopper Hold-Open, Non-Handed with Stop in Soffit Shoe
- **SPAS900** - Super Rigid Parallel Arm Stopper, Non-Handed with Stop in Soffit Shoe
- **901 / 902** - Hold-Open Arm with Parallel Bracket, Non-Handed with Stop in Soffit Shoe
- **900EXT** - Extended Long Arm ( 3" extension ) for Top Jamb with Deep Reveals
- **945AR** - Door Closer Arm (Main and Regular Forearm)
- **TRACK / 900** - Slide Track Arm with Removable Hold-Open




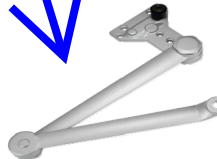











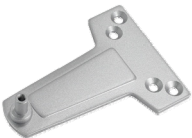




#### BRACKETS

- **904** - Parallel Arm Drop Bracket for Non-Hold Open Parallel Arm Applications to Clear a Surface-Applied Stop / Holder
- **905** - Parallel Arm Bracket
- **950** - Flat Drop Plate for Top Rail less than 3 1/2"



# 900 SERIES ACCESSORIES



				
<b>900HOSPRING</b>	<b>900SPRING</b>	<b>HOSRPS / 900</b>	<b>SPAS900</b>	<b>CR900HDAR</b>
<ul style="list-style-type: none"> <li>• Super rigid parallel arm stopper with hold-open</li> <li>• Forged Steel Constructions</li> <li>• Non-handed</li> <li>• Spring loaded stop in soffit shoe</li> <li>• Handle controls hold-open function</li> <li>• Equivalent to <b>LCN SPRING H-CUSH ARM</b></li> </ul>	<ul style="list-style-type: none"> <li>• Super rigid parallel arm stopper</li> <li>• Forged Steel Constructions</li> <li>• Non-handed parallel arm</li> <li>• Spring loaded stop in the soffit shoe</li> <li>• Equivalent to <b>LCN SPRING CUSH ARM</b></li> </ul>	<ul style="list-style-type: none"> <li>• Super rigid parallel arm stopper with hold-open</li> <li>• Forged Steel Constructions</li> <li>• Non-handed with stop in soffit shoe</li> <li>• Handle controls hold-open function</li> <li>• Equivalent to <b>LCN H-CUSH ARM</b></li> </ul>	<ul style="list-style-type: none"> <li>• Super rigid parallel arm stopper</li> <li>• Forged Steel Constructions</li> <li>• Non-handed with stop in soffit shoe</li> <li>• Equivalent to <b>LCN CUSH-N-STOP ARM</b></li> </ul>	<ul style="list-style-type: none"> <li>• Non-handed parallel arm</li> <li>• Forged Steel main arm and forearm</li> <li>• For potentially abusive installations</li> </ul>
				
<b>901 / 902</b>	<b>RHDSA-SS</b>	<b>RHDSTP</b>	<b>945AR</b>	<b>900EXT</b>
<ul style="list-style-type: none"> <li>• Hold-open arm with parallel bracket</li> <li>• Forged Steel Constructions</li> <li>• Non-handed with stop in soffit shoe</li> </ul>	<ul style="list-style-type: none"> <li>• Cushion Heavy Duty Stop Spring Arm with spring shoe</li> <li>• Provides a spring assisted dead stop function for regular and top jamb applications at 85°, 90°, 100°, and 110°.</li> <li>• Non-Handed</li> <li>• 0"-3 1/2" (0-89mm) Reveal</li> <li>• Equivalent to <b>Dorma 8600 Series Spring Stop IS Arm</b></li> </ul>	<ul style="list-style-type: none"> <li>• Cushion Heavy Duty Stop Arm</li> <li>• Provides a cushioned opening function for regular and top jamb applications at 85°, 90°, 95°, 100°, 105°, and 110°.</li> <li>• Non-Handed</li> <li>• 0"-3 1/2" (0-89mm) Reveal</li> <li>• Equivalent to <b>Dorma 8600 Series Cushion IS Arm, and Norton 1600 Series 7701-CA Arm</b></li> </ul>	<ul style="list-style-type: none"> <li>• Forged Steel main and forearm</li> <li>• Non-handed</li> <li>• Door closer arm (Main and regular forearm)</li> </ul>	<ul style="list-style-type: none"> <li>• Extended long arm (3" extension)</li> <li>• Non-handed</li> <li>• For top jamb with deep reveals</li> </ul>
				
<b>TRACK / 900</b>	<b>900COV</b>	<b>900MET</b>	<b>900SMET</b>	<b>904</b>
<ul style="list-style-type: none"> <li>• Slide track arm</li> <li>• With removable hold-open clip</li> <li>• Non-handed</li> </ul>	<ul style="list-style-type: none"> <li>• Full Cover</li> <li>• Non-handed</li> <li>• Plastic material</li> </ul>	<ul style="list-style-type: none"> <li>• Optional full metal cover</li> <li>• Non-Handed</li> <li>• Metal material</li> <li>• Aluminum stock finish</li> </ul>	<ul style="list-style-type: none"> <li>• Slim Cover</li> <li>• Non-Handed</li> <li>• Metal material</li> <li>• US32D Stainless Steel stock finish</li> </ul>	<ul style="list-style-type: none"> <li>• Parallel arm drop bracket</li> <li>• Non-handed</li> <li>• Required for non-hold open parallel arm applications</li> <li>• To clear a surface-applied stop / holder</li> </ul>
				
<b>905</b>	<b>950</b>	<b>970138</b>	<b>970</b>	<b>706</b>
<ul style="list-style-type: none"> <li>• Parallel arm bracket</li> <li>• Non-handed</li> </ul>	<ul style="list-style-type: none"> <li>• Flat drop bracket</li> <li>• Non-handed</li> <li>• Required for hinge mount where top rail is less than 3 1/2"</li> <li>• Plate requires 1 3/4" minimum head frame</li> <li>• Available in powder coat finishes</li> </ul>	<ul style="list-style-type: none"> <li>• Sex bolts for 1 3/8" doors</li> <li>• Female part only</li> <li>• 1/4" - 20 (set of 4)</li> <li>• For Steel Door Application</li> </ul>	<ul style="list-style-type: none"> <li>• Sex bolts</li> <li>• Female part only</li> <li>• 1/4" - 20 (set of 4)</li> <li>• For Steel Door Application</li> </ul>	<ul style="list-style-type: none"> <li>• Thru bolts and grommet nuts</li> <li>• Set of 4</li> <li>• For Wood and Aluminum Door Application</li> </ul>



## Solid Cast Wall Stops No. 400, 401, 402

**Material:** Cast brass with rubber bumper

**Finishes:** Available in standard architectural finishes (see page 9)

**Features:** Concealed mounting, convex bumper.

No.	Bumper	Fastener	Size	Projection	Weight	ANSI A156.16
400	Convex	#6 x 1½" FH SMS, plastic toggle	2⅞" dia.	1"	2 lbs./10	L02101
401	Convex	#8 x 1" RH WS, plastic anchor	2⅞" dia.	1"	2 lbs./10	L02101
402	Convex	#8 - 32 x 1" TH MS, anchor	2⅞" dia.	1"	2 lbs./10	L02101



## Solid Cast Wall Stops No. 403, 404, 405

**Material:** Cast brass with rubber bumper

**Finishes:** Available in standard architectural finishes (see page 9)

**Features:** Concealed mounting, concave bumper.

No.	Bumper	Fastener	Size	Projection	Weight	ANSI A156.16
403	Concave	#6 - 1½" FH SMS, plastic toggle	2⅞" dia.	1"	2 lbs./10	L02251
404	Concave	#8 x 1" RH WS, plastic anchor	2⅞" dia.	1"	2 lbs./10	L02251
405	Concave	#8 - 32 x 1" TH MS, anchor	2⅞" dia.	1"	2 lbs./10	L02251



## Wrought Wall Stops No. 406

**Material:** Wrought brass, bronze, and stainless steel with rubber bumper

**Finishes:** Available in standard architectural finishes (see page 9)

**Features:**

- Concealed mounting, convex bumper. Back plate prevents damage to wall
- Accepted by the New York State Office of Mental Health (OMH) for use in high risk areas

No.	Bumper	Fastener	Size	Projection	Weight	ANSI A156.16
406	Convex	#8 x 1¼" TH SMS, plastic toggle	2½" dia.	1"	1¼ lbs./10	L02101



## Wrought Wall Stops No. 409

**Material:** Wrought brass, bronze, and stainless steel with rubber bumper

**Finishes:** Available in standard architectural finishes (see page 9)

**Features:**

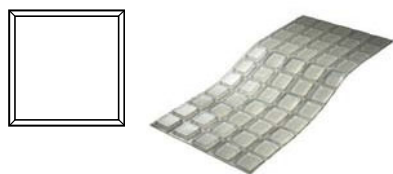
- Concealed mounting, concave bumper. Back plate prevents damage to wall
- Accepted by the New York State Office of Mental Health (OMH) for use in high risk area

**Options:** Rubber bumper available in standard gray or optional black

No.	Bumper	Fastener	Size	Projection	Weight	ANSI A156.16
409	Concave	#8 x 1¼" TH SMS, plastic toggle	2½" dia.	1"	1¼ lbs./10	L02251

**ROCKWOOD®**

**ASSA ABLOY**



## Wall Guard No. 606-RKW

**Material:** Clear rubber

**Other:** Sold in sheets of 55

**Features:** Self-adhesive mounting

No.	Fastener	Size	Weight
606-RKW	Self-adhesive back	1" x 1"	0.4 lbs./55



## Privacy Door Latch No. PDLAA

**Material:** Zinc die cast

**Finishes:** US26D, US26, US15, BSP, US3, US4, 10BE

**Features:**

- ADA compliant
- Enhanced in room privacy
- Easy to install
- For use with UL Classified fire doors for use with hollow metal steel composite type fire doors rated up to and including 3 hrs Wood composite type fire doors rated up to and including 1½ hrs and 20 minutes without hose stream

No.	Fastener	Size	Weight
PDLAA	#12 x 1-1/4" FH SMS	1½" x 2³/₁₆"	0.8 oz.



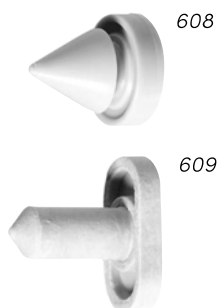
## Door Silencer No. 608CA

**Material:** Clear rubber

**Other:** Sold in packages of 300

**Features:** Self-adhesive mounting

No.	Fastener	Size	Weight
608CA	³/₈" dia. x 1/₈"	Metal or wood	0.2 lbs./300



## Door Silencers No. 608-RKW, 609

**Material:** Gray rubber

**Other:** Sold in packages of 100

No.	Size	Frame Type	Weight	ANSI A156.16
608-RKW	1/2" dia. x 5/8"	Metal	1.3 lbs./500	L03011
609	3/8" x 3/4"	Wood	1.3 lbs./500	L03021

# 9600 Surface Mounted Electric Strike

*Works with rim exit devices with  
a 3/4" throw Pullman latchbolt*



## The stylish windstorm resistant, surface mounted solution.

The 9600 Series Electric Strike is a windstorm resistant, surface mounted electric strike designed to accommodate rim exit devices with a 3/4" throw Pullman latchbolt. All components are completely encased within its 3/4" thick stainless steel housing, so no cutting on the frame is required for installation. Simply place the electric strike on the surface of the frame, align it with the exit latchbolt and install. Adjustments have never been easier as the base is now separate from the cover. It is field selectable for fail secure or fail safe operation, and for 12 or 24 VDC.

The 9600 is a surface mounted electric strike designed with the strength and durability required to exceed the severe forces of ANSI Windstorm testing.

## Features

### Standard Features

- Installs in metal or wood frames (wood screws not included)
- Separate base and decorative cover for easy adjustments
- Stainless steel construction
- Tamper resistant
- Static strength 2,000 lbs
- Dynamic strength 120 ft-lbs
- Endurance 1 million cycles
- Field selectable fail safe/fail secure
- Horizontal adjustment
- Non-handed
- Internally mounted solenoid
- Accommodates up to 3/4" [19mm] Pullman latch
- SecuriCare five-year, no-fault, no questions asked warranty (*Addition of SMART Pac® III extends the warranty to 10 years*)

### Optional Features

- **LBM** Latchbolt monitor
- **LBSM** Latchbolt strike monitor

### Accessories

- **9000-116-XXX** 1/16" Spacer plate (Available in 613E, 628E, 630 & BSP finishes)
- **9000-108-XXX** 1/8" Spacer plate (Available in 613E, 628E, 630 & BSP finishes)
- **9000-MTK** Metal template kit
- **SMB** Surface mounting box
- **2001M** Plug-in bridge rectifier
- **2004M** ElectroLynx adapter
- **2005M3** SMART Pac III
- **2006M** Plug-in buzzer
- **9000-ASB-XXX** Aluminum Spacer Bracket (available 613E, 628E, 630 & BSP finis)



Grade 1



SecuriCare  
Warranty



Rim Exit  
Devices



Field Selectable  
(Fail secure  
/Fail safe)



Dual Voltage  
12/24



Windstorm  
Resistant



Outdoor  
Rated



Burglary  
Rated



ASSA ABLOY

## 9600 Surface Mounted Electric Strike

## Specifications

## Certifications

- ANSI/BHMA A156.31, Grade 1
- UL 1034 burglary-resistant listed and suitable for outdoor use
- UL 294 listed
- UL 305 listed
- RoHS compliant
- ANSI/SDI A250.13 windstorm resistant
- Florida Building Code approved TAS 201, 202, 203
- ANSI-ASTM E330

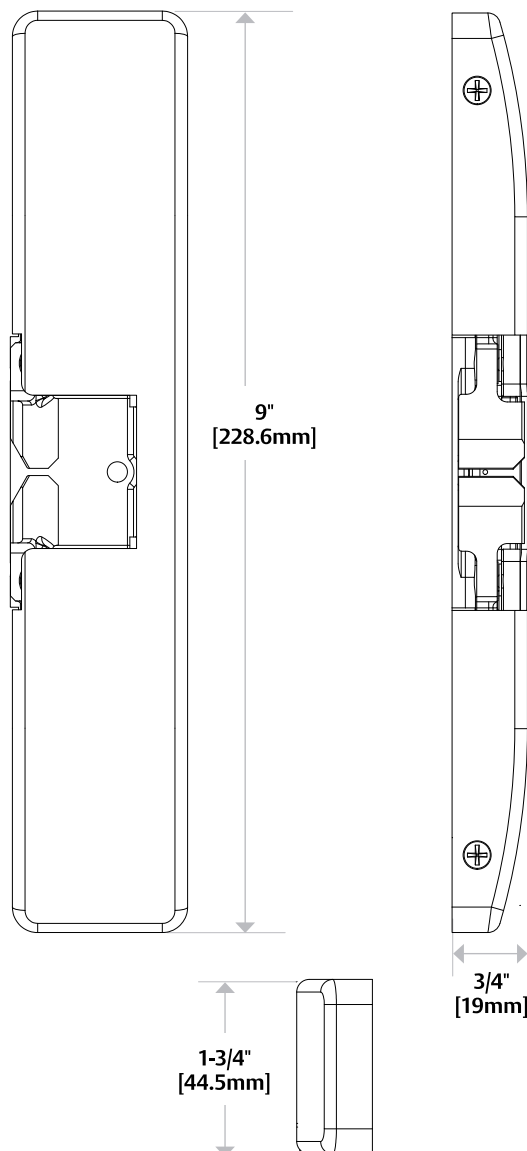
## Frame Application

- Metal
- Wood

## Electrical (DC Continuous Duty)

- Dual voltage 12/24 VDC
- 450 mA at 12 VDC/250 mA at 24 VDC

## Dimensions



## How to Order

SERIES	FINISH	OPTION (S)
9600	- 630	- LBM
9600 Surface-Mounted Electric Strike for 3/4" Pullman Rim Exit Devices, non-fire rated; no faceplates required	605 Bright Brass 606 Satin Brass 612 Satin Bronze 613 Bronze Toned 613E Dark Oxidized Satin Bronze Powder 629 Bright Stainless Steel 630 Satin Stainless Steel BSP Black Suede Powder	LBM Latchbolt Monitor LBSM Latchbolt Strike Monitor

NOTE: Electric strike compatibility is determined at time of electric strike product release. ASSA ABLOY is not responsible for incompatibility of products that have changed in design or craftsmanship by their respective manufacturers. When compatibility is a concern, contact Customer Support for application assistance.

## COAT HOOKS

ILLUSTRATION	ITEM	SIZE	ITEM #	FINISH
	<b>Coat and Hat Hook Double Hanger</b> <ul style="list-style-type: none"> <li>▶ Diecast material</li> <li>▶ Individually poly-bagged</li> <li>▶ Surface Mounting</li> <li>▶ Conforms to ANSI / BHMA A156.16 L03111 L03112 L03113</li> </ul>	Projection: 2 $\frac{7}{8}$ " Base dimension: 1" (W) x 1 $\frac{1}{2}$ " (L)	CH28	US3, 26
	<b>Rounded Flat Coat and Hat Hook Double Hanger</b> <ul style="list-style-type: none"> <li>▶ Stainless Steel</li> <li>▶ Individually poly-bagged</li> <li>▶ Surface Mounting</li> <li>▶ Conforms to ANSI / BHMA A156.16 L03121 L03122 L03123</li> </ul>	Projection: 1 $\frac{11}{16}$ " Overall Height: 5 $\frac{3}{8}$ " Width: $\frac{3}{4}$ " Material Thickness: $\frac{1}{8}$ "	CH14	US32D
	<b>Long Round Coat and Hat Hook Double Hanger</b> <ul style="list-style-type: none"> <li>▶ Stainless Steel</li> <li>▶ Individually poly-bagged</li> <li>▶ Concealed Mounting</li> <li>▶ Conforms to ANSI / BHMA A156.16 L03121 L03122 L03123</li> </ul>	Top Hook Projection: 4 $\frac{1}{16}$ " Bottom Hook Projection: 3 $\frac{1}{16}$ " Overall Height: 5 $\frac{11}{16}$ " Base Width: 2 $\frac{1}{4}$ " dia. Material Thickness: $\frac{1}{2}$ " dia.	CH25	US32D
	<b>Short Round Coat Hook Single Hanger</b> <ul style="list-style-type: none"> <li>▶ Stainless Steel</li> <li>▶ Individually poly-bagged</li> <li>▶ Concealed Mounting</li> <li>▶ Conforms to ANSI / BHMA A156.16 L03121 L03122 L03123</li> </ul>	Projection: 3 $\frac{1}{16}$ " Overall Height: 2 $\frac{15}{16}$ " Base Width: 2 $\frac{1}{4}$ " dia. Material Thickness: $\frac{1}{2}$ " dia.	CH30	US32D

# Accessories



LFF	
Lock front filler	
SF	
Strike filler	
GLASS BEAD SHIM KITS	
<p>801 – For rim type, 1/8" thick</p> <p>806 – For vertical type, 1/8" thick</p> <p>812 – For fire rated type, 1/8" thick</p>	
CYLINDER DOGGING KITS	
<p><b>TO ORDER:</b> Prefix "CD" before PART #.</p> <p>Available for all 9800 Series devices except fire exit hardware. Cylinder dogging with mortise cylinder is located on the mounting insert lock bolt in retracted position.</p> <p><b>KIT ONLY:</b> Use PART # 36CD9800 for 36" and 48CD9800 for 48" devices. Specify finish.</p> <p><b>NOTE:</b> Use PART # 48CD9800 for 36" GLS Narrow Stile Rim and CVR Non-Fire Exit Devices.</p>	<p><b>CYLINDER DOGGING KIT</b></p> <p>⚙️ <b>(IC) INTERCHANGEABLE CORE:</b> Interchangeable Core locks will accept compatible 6 or 7-Pin cores with BEST, FALCON and ARROW</p> <p>⚙️ <b>(ICSC) INTERCHANGEABLE CORE:</b> Indicates function available with <b>Schlage Full Size Format</b> Interchangeable Core. Corbin, Sargent and Yale format also available.</p>



Division Nine

- 1 Floor covering prices do not include special high moisture and/or excessive alkalinity adhesives or special floor preparations.
- 2 Fransen Pittman recommends Level 5 finish drywall. Should the Contract Documents specify a lower grade finish, Fransen Pittman cannot guarantee a satisfactory final product as some irregularities may not be concealed, especially with the use of semi gloss or gloss sheens of paint and any wall covering type products.
- 3 Meeting Room 101 and Library Resource 102 are showing M&N ceiling types on the finish schedule, Sheet A5.2. The Ceiling Plan A1.2 does not show the extents of each of these ceiling types, so it is not clear where these products are to be installed. Fransen Pittman has included Type M ceilings throughout both rooms.

Division Ten

- 1 Note 11 on A3.1 is specifying internal illuminated building signage. It was discussed that illuminated signage is not required. Fransen Pittman has included NON-lit building signage.
- 2 No specifications were provided for the operable glass room divider. Fransen Pittman has included a 5-panel FTS room divider by SpacePlus. The room divider includes the following:
  - 3" black aluminum frame
  - Floor & ceiling track assembly - ADA compliant
  - Commercial frosted film
  - Sliding hook latch

Division Thirteen

- 1 Mason Construction noted that there will be a \$7,600 frame rental fee due at the time of modular relocation for the steel frames that the modular buildings are currently sitting on. Without knowing the agreements of modular frame rental between Mason Construction and the Owner, Fransen Pittman has not included this frame rental fee in the GMP Pricing.



Division Fifteen

- 1 The permanent heating/cooling equipment provided as part of the Scope of Work may be used by Fransen Pittman for construction heating/cooling prior to Substantial Completion of the Project. Proper equipment maintenance, as recommended by the manufacturer, shall be implemented by Fransen Pittman. The warranty period on said equipment shall begin when such equipment is put into use during construction.
- 2 The crawlspace is conditioned, however, there is no means of fresh air circulation shown on the mechanical plans. Fransen Pittman questioned if this will be required in Item #3 of the Q&A Log, however, no response has been provided. If required, Fransen Pittman has NOT included any additional means of air circulation for the crawlspace.

Division Sixteen

- 1 Fransen Pittman excludes replacement of all light bulbs used in permanent fixtures during construction regardless of the duration of use. However, all bulbs that are not working or are burnt out at the time of Substantial Completion will be replaced by Fransen Pittman.
- 2 Fransen Pittman has excluded all low-voltage wiring for the following systems: Data/telecommunication structured cabling, telephone cabling, security systems, access control systems, and audio visual systems. These are assumed to be by Owner.
- 3 Fransen Pittman has excluded all security system equipment and devices.
- 4 Fransen Pittman has excluded all access control equipment and devices.
- 5 Fransen Pittman has excluded all audio visual equipment and devices.
- 6 Fransen Pittman has included low-voltage rough-in per plans dated 12/6/2023.
- 7 Fransen Pittman has excluded any fire alarm work. It is Fransen Pittman's understanding that the IBC and IFC, do not require any fire alarm system for a Type A-3 building with less than 300 occupants.



## EXHIBIT J

### GROVER LIBRARY - SUBCONTRACTOR LIST

	ITEM DESCRIPTION	BID TOTAL	RECOMMENDED SUBCONTRACTOR	COMMENTS
<b>DIVISION 02 SITE WORK</b>				
2A - Demo				
1	Dynamis Demolition	\$ 13,713	X	
2	Diamond Drilling & Sawing	Declined to Bid		
3	MP Contracting	Declined to Bid		
2B - Earthwork & Utilities				
1	TCE Construction	\$ 86,565	X	
2	Martin and Sons Excavating	Declined to Bid		
3	Bear Excavating	Declined to Bid		
4	Harolds Excavating	Declined to Bid		
5	Garrard Excavating	Declined to Bid		
2D - Site Concrete				
1	TCE Construction	\$ 24,470	X	
2	All-Phase Concrete	\$ 34,802		
3	JB Concrete	Declined to Bid		
4	Clem N Sons Concrete	Declined to Bid		
5	Piersons Concrete	Declined to Bid		
<b>DIVISION 03 CONCRETE</b>				
3A - Building Concrete				
1	TCE Construction	\$ 53,605	X	
2	All-Phase Concrete	\$ 86,859		
3	Walrite Foundations	Declined to Bid		
4	JB Concrete	Declined to Bid		
5	Piersons Concrete	Declined to Bid		

<b>DIVISION 06</b>		<b>WOODS, PLASTICS, &amp; COMPOSITES</b>				
6A - Wood Framing / Sheathing / Siding						
1	Ballinger Custom Construction	\$	45,776	X		
2	Pat Phillips Carpentry		Declined to Bid			
3	Top Gun Framing		Declined to Bid			
4	Nickell Construction		Declined to Bid			
5	Peak Framing		Declined to Bid			
6B - Finish Carpentry/Millwork						
1	LA Woodworks	\$	13,479	X		
2	Sun Construction		Declined to Bid			
3	Modern Fixture Company		Declined to Bid			
4	Wood Masters		Declined to Bid			
<b>DIVISION 07</b>		<b>MOISTURE PROTECTION</b>				
7A - Sealants						
1	Restoration Specialties Inc	\$	3,580	X		
2	Summit Sealants		Declined to Bid			
3	Division 7		Declined to Bid			
4	AAA Waterproofing		Declined to Bid			
7B - Thermal Insulation						
1	Crawlspace Medics	\$	3,208	X		
2	TCE Construction	\$	3,635			
3	Mason Construction	\$	4,840			
4	RG Insulation		Declined to Bid			
5	EcoFoam Insulation		Declined to Bid			
7C - Roofing, Metal, Flashing/Trim						
1	B&M Roofing	\$	10,180	X		
2	Advanced Roofing		Declined to Bid			
3	Front Range Roofing		Declined to Bid			
4	Grabau Roofing		Declined to Bid			
5	Select Roofing		Declined to Bid			
<b>DIVISION 08</b>		<b>DOORS, WINDOWS &amp; GLASS</b>				
8A - Doors, Frames & Hardware						
1	Collins Doors & Hardware	\$	23,444	X		
2	Highland Windows & Doors	\$	19,161			
3	CO Doorways		Declined to Bid			
4	McKinney Door & Hardware		Declined to Bid			
5	Architectural Doors		Declined to Bid			

DIVISION 09 FINISHES				
9A - Framing/Drywall				
1	Fossil Creek Drywall	\$ 35,992	X	
2	Holsinger Drywall	Declined to Bid		
3	Dynamic Drywall	Declined to Bid		
4	DELMC Builders	Declined to Bid		
5	Rae Interiors	Declined to Bid		
9B - Flooring				
1	Front Range Commercial Flooring	\$ 19,645	X	
2	Gary Leimer, Inc	\$ 19,265		
3	Masters Flooring	PENDING		
4	Commercial Flooring Services	Declined to Bid		
5	Resource Colorado	Declined to Bid		
9D - Acoustical Ceilings				
1	Innovative Interiors	\$ 14,581		
2	Heartland Acoustics	\$ 12,600	X	
3	Drywall Services Inc	Declined to Bid		
9E - Painting/Wall Coverings				
1	Painting Plus	\$ 14,166	X	
2	Maximum Painting	Declined to Bid		
3	Commercial Coatings	Declined to Bid		
4	Molecular Coatings	Declined to Bid		
DIVISION 10 SPECIALTIES				
10B - Toilet Accessories				
1	Associated Building Specialties	\$ 4,945	X	
2	Specialties Contracting	Declined to Bid		
10C - Operable Partitions				
1	The Sliding Door Company	\$ 11,178	X	
2	Associated Building Specialties	\$ 28,463		
10F - Building Signage				
1	FastSigns DTC	\$ 6,162	X	
2	DaVinci Sign Systems	Declined to Bid		
DIVISION 13 SPECIAL CONSTRUCTION				
13A - Modulares				
1	Mason Construction	\$ 19,640	X	
2	Eagle Creek Modular Solutions	Declined to Bid		

DIVISION 15 MECHANICAL & PLUMBING				
15A - Plumbing				
2	Corporate Plumbing	\$	40,102	X
3	Fisher Mechanical	\$	45,465	
4	Mechanical Masters	\$	68,688	
5	Allen Plumbing		Declined to Bid	
6	Corman Mechanical		Declined to Bid	
15B - HVAC				
1	Poudre Valley Air	\$	45,952	
2	Air Comfort	\$	45,452	X
3	Five Star Mechanical	\$	80,652	
4	Air Comfort Complete	\$	77,343	
5	Air X-Treme		Declined to Bid	
DIVISION 16 ELECTRICAL				
16A - Electrical				
1	HighPoint West Electric	\$	81,086	
2	Conduct All	\$	78,695	
3	Smith Electric	\$	72,548	X
4	Duro Electric	\$	90,772	
5	Merit Electric	\$	85,836	
6	Wagner Electric	\$	75,150	
7	Benchmark Electric	\$	125,637	



# HIGH PLAINS LIBRARY DISTRICT

## BOARD OF TRUSTEES COMMUNICATION

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Meeting date: February 19, 2024
Type of item: Action
Subject: Mead Architect Contract - Studiotrope
Presented by: Dr. Matthew Hortt, HPLD Executive Director
Recommendation: Staff recommend the Board approve and direct the Executive Director to sign the contract

### ***Background***

The High Plains Library District has begun planning for the Mead Library. The project design will use the HPLD Prototype that was approved and adopted in 2019. Design interviews were held on September 20<sup>th</sup>, 2023. Six firms were interviewed. The Mead RFP Committee selected Studiotrope to serve as the architect on the project. The selected firm also design the Prototype plan. Staff and legal counsel have been working with the firm on a contract for design services.

### ***Considerations***

- Ken Poncelow has been serving on the RFP and Design Committee
- The contract pricing is:
- 

Direct Design Services	\$ 810,218
Additional Reimbursable Expenses	\$ 26,417
<b>Total:</b>	<b>\$836,635</b>

### ***Staff Recommendation***

Staff recommend the Board approve and direct the Executive Director to sign the contract







## **BOARD OF TRUSTEES**

### **Regular Session Agenda**

**Monday, March 18, 2024**

**5:00 p.m.**

**Centennial Park Library**

**2227 23<sup>rd</sup> Avenue, Greeley, CO 80631**

**This is also streamed virtually by GoToMeeting.**

**The meeting can be viewed from your computer, tablet, or smartphone.**

<https://www.mylibrary.us/hpldboardmeetings>. To view the Board meeting online, use this link and select the date of the meeting you want to join. If you have public comments, you may submit questions at the time of signing up for the meeting. All participants will be muted.

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/399313765>

**If you wish to address the Board via Public Comment, please attend the meeting in person. If you are unable to attend in person, you can submit public comments to the Board prior to the Board meeting via Formstack: [https://hpld.formstack.com/forms/board\\_questions](https://hpld.formstack.com/forms/board_questions)**

*The High Plains Library District Board may take action on any of the following agenda items as presented or modified prior to or during the meeting, and items necessary or convenient to effectuate the agenda items.*

#### **1.0 OPENING OF MEETING**

- 1.1 Roll Call and Pledge of Allegiance
- 1.2 Approval of Agenda
- 1.3 Approval of Consent Agenda
  - a. February 19, 2024 Regular Session Meeting Minutes
- 1.4 The Good We Do
- 1.5 Public Comment

#### **2.0 ITEMS FOR INFORMATION/ACTION**

- 2.1 Carbon Valley Regional Library Refresh RFP (Action) - Dr. Matthew Horts, HPLD Executive Director
- 2.2 Farr Regional Library Refresh RFP (Action) - Dr. Matthew Horts, HPLD Executive Director
- 2.3 Legislative Update (Information) - Dr. Matthew Horts, HPLD Executive Director
- 2.4 DSS Expansion and Archive Budget (Action) - Dr. Matthew Horts, HPLD Executive Director
- 2.5 HPLD Vision and Values Review (Information) - Dr. Matthew Horts, HPLD Executive Director
- 2.6 Mead Library Design (Action) - Dr. Matthew Horts, HPLD Executive Director

### **3.0 DIRECTORS REPORT**

- 3.1 Review Draft Agenda – Dr. Matthew Hortt, HPLD Executive Director
  - a. April 15, 2024 RS
- 3.2 District Updates – Dr. Matthew Hortt, HPLD Executive Director

### **4.0 BOARD COMMENTS**

- 4.1 Chair Report
- 4.2 Vice-Chair
- 4.3 Secretary/Treasurer
- 4.4 Committees
- 4.5 Other Board Members

### **5.0 ADJOURNMENT**

#### Upcoming meetings:

April 15, 2024 at 5:00p.m.: HPLD Board of Directors Meeting - Regular Session  
LINC Library Innovation Center, 501 8<sup>th</sup> Avenue, Greeley, CO 80631

### Associate Director of Public Services

#### What's Happened in the last 30 days?

- Person In Charge (PIC) training revisions
- Centennial Park punchlist walk
- Program Review Committee Procedure posted
- Reviewed the proposed revisions to the Colorado Public Library Standards and made suggestions
- Initial discussions on staffing for Grover Library

#### What's Coming Up in the next 30 days?

- Farr Library Refresh kick-off meeting
- Carbon Valley Library Refresh kick-off meeting

### Carbon Valley Operations

#### What's Happened in the last 30 days?

- Librarians for the new CVRL/Mead positions have been selected. Lisa Varra will be the Adult Services Librarian and Bridget Parker will be the Children's Services Librarian.
- From 2022 to 2023 the gate count increased over 16%.
- Patron comment: "Amazing! You guys are awesome. It is always so great to come into the library because of you ladies. Thanks."

#### What's Coming Up in the next 30 days?

- February 9th is the Carbon Valley Refresh Kickoff Meeting.
- Children's Services Librarian, Amanda Pittman will be visiting Spark Discovery Preschool on February 22.

### Erie Branch Operations

#### What's Happened in the last 30 days?

- As of January 28th, with three days to go in the month, and despite being closed for two holidays, Erie is on track to have its busiest month in more than a decade, with close to 15,000 people coming through the doors.
- On January 27th, we hosted a brass quintet from the Boulder Philharmonic which gave 65 adults and children the opportunity to hear live classical music.
- The first of three sessions for Inkscape and Glowforge Jewelry Making for Valentine's Day began on January 25th with a full class of 8 and waitlist.

#### What's Coming Up in the next 30 days?

- We begin hosting AARP for free tax prep on Mondays and Fridays beginning February 5th.
- Nationally acclaimed actor, Marvin Jefferson will be performing as Martin Luther King Jr. on February 12th at 2pm in a Chautauqua format.
- We will be hosting a teen needle felt mending program on February 13th at 4pm. Bring your ripped or torn clothing to fix up!

## **Kersey Operations**

### **What's Happened in the last 30 days?**

- Management of staff and building operations transitioned to Outreach Manager Rick Medrano.
- Redistributing staff duties following reduction in library staff hours. No major changes to program offerings.
- Community feedback via our website: "Sarah (Librarian) at kersey library is very helpful, she has been great with helping me get my business up and running."

### **What's Coming Up in the next 30 days?**

- Will transition staff schedules to an online platform for ease of use.
- Requisition for a Library Page. Should begin interviewing near end of February.

## **MOVE Operational Work**

### **What's Happened in the last 30 days?**

- Reworked staff schedules to continue offering same level of Mobile Services routes with reduced staffing changes
- Cleaned out and reorganized the DSS garage to accommodate changes in vehicle positioning, create more efficient workspaces, consolidate materials, and reduce wasted supplies.
- Fun patron interaction in NE Weld:
  - "A teacher at one of the schools we visit on the bookmobile came onto the vehicle and asked, "Can I ask you a strange request?" We said "Of course!" They said that it was their daughter's 4th birthday and that the one thing she wanted to do for her birthday was to visit the bookmobile. So they asked if we can give a 'happy birthday' balloon to her when she came on. So when she came on, we gave her an HPLD Pencil, fidget spinner, and candy, along with the balloon, for her birthday. She was so excited and happy." The parent brought the balloon to staff to give the child and Outreach Librarian Lynde McCaleb indicated the child was very pleased with her gifts.

### **What's Coming Up in the next 30 days?**

- 2nd session of staff's biyearly evaluation Mobile Services routes wrapping up for 2023. Will move to supervisory staff to review usage data and incidence of cancelled routes (eg. for weather) to assess success and viability.
- Fine tuning staff schedules to add in programming and partnership commitments for new 2024 staffing plan.
- Final staff training for driving/assessing the Bookmobile by professional 3rd party trainer to be completed by end of February.

## **Riverside Operational Work**

### **What's Happened in the last 30 days?**

- 1.9.24 Attended the PS Manager and Member director meeting in Erie
- ReadCon prep with Ami and Peter
- 1/30/24 - Computer refresh of all patron PC and staff PC and laptops.
- Providing after school snacks for kids B - 18

### **What's Coming Up in the next 30 days?**

- 2.6.24 - 1st ReadCon meeting with district staff
- 2.6.24 - Legal Issues in Managing Employees for Governments and Special Districts (Colorado) Training
- Hiring and training of LA and sub LA's

## **Collections Operational Work**

### **What's Happened in the last 30 days?**

- ILS fiscal close completed; we can now order and invoice with 2024 funds.

### **What's Coming Up in the next 30 days?**

- Allocation of state grant funds to branches and member libraries; spending can begin, to meet the deadline in June.
- Staff training on Career Online High School in preparation for launch.

## **Facilities Operational Work**

### **What's Happened in the last 30 days?**

- Completed work orders including LINC warranty work orders.
- Completed MOVE vehicle maintenance and inspections.
- Completed facilities truck maintenance.
- Completed LINC HVAC assessment following negative 25 degree weather.
- Attended construction meetings for DSS expansion, Mead library, Centennial Park renovations and started process for Farr and Carbon Valley renovations.
- Completed fire inspections for all locations.
- Completed cleaning and cleaning schedules for all locations.
- Scheduled wall protection installations for Erie library.
- Renewed 2024 landscaping contracts for Erie and Carbon Valley.
- Worked with Doug to determine irrigation valve responsibilities for 23rd ave after turn lane installed.
- Started reinstallation of solar panels after roof replacement at Centennial park library.
- Completed Generator transfer switch installation for Kersey including working with city for tornado siren.
- Worked on tornado safe spaces all locations including first aid kits.
- Reworked receiving area at LINC for additional storage needs for woodshop.
- Completed parking lot assessments for all locations.

### **What's Coming Up in the next 30 days?**

- Complete work orders including LINC warranty work orders.
- Complete MOVE vehicle maintenance and inspections.
- Complete Centennial Park renovations and move ins.
- Continue DSS expansion project, Mead new building design meetings, Farr renovations, Carbon Valley renovations and Grover library project.
- Continue cleaning services for all locations.
- Begin working on 2024 Capital expense projects.

### **Finance Operational Work**

#### **What's Happened in the last 30 days?**

- Certified mill levy with Weld County and Boulder County
- Finalized 2024 budget document, filed budget with state, and submitted budget to GFOA award program
- Year-end work and filings
- Audit preparation
- HPLDF&F finance committee meeting January 22
- HPLDF&F board meeting January 29

#### **What's Coming Up in the next 30 days?**

- Year-end work and filings
- Audit preparation - auditors will be on site the weeks of March 18 and March 25
- Weld Library Finance Corp annual meeting
- HPLD finance committee meeting
- Manager training at LINC February 6
- CLFO meeting February 16

### **Friends & Foundation Operational Work**

#### **What's Happened in the last 30 days?**

- Q1 HPLD F&F Board Meeting 1/29/2024
- Finance Committee Meeting
- Executive Committee Meeting
- Meetings with Funding Project Leads
- Project planning: Library Giving Day, An Afternoon with Friends, Innovation Luncheon
- Began hiring process to fill Friends & Foundation Associate position.
- End of Year Fundraising Results 11/1-12/31
  - \$7,853 raised through end of year fundraising. (This excludes CGD and includes, Vacation donations, pay roll donations, individual donor checks, and charitable funds.)
    - Colorado Gives Day 12/5
    - Fundraising Goal \$5,000
    - Funds Raised \$5,167

- Desired Outputs:
  - As a result of this event 30% of donors will complete a donor survey.
  - 14% of donors completed a survey
  - As a result of this event 15% of recurring donors will increase their gift from their last.
  - 20% of recurring donors increased their gift from their last.
  - As a result of this event 15% will be new donors.
  - 29% of donors were new.
  - As a result of this event, we will see a 85% retention rate for recurring donors.
  - 47% donor retention from 2023 to 2024.

### **What's Coming Up in the next 30 days?**

- Solicitations and grant writing for funding projects.
- Continue the hiring process for Friends & Foundation Associate position.
- Beginning of Something's Changing process for updates to the Volunteer Program.
- Project planning: Library Giving Day, An Afternoon with Friends, Innovation Luncheon

### **Human Resources Operational Work**

#### **What's Happened in the last 30 days?**

- Total Employees- 278\*
- Open Positions - 20
- Job Applications Received - 660
- New Hires - 0
- Resignations - 5
- Training Requests - 29

\*ADP Employee Count report produced at time of submitting the Board report.

#### **What's Coming Up in the next 30 days?**

- Filling open positions
- Onboarding/orientation

### **Information Technology & Innovation Operational Work**

#### **What's Happened in the last 30 days?**

- Continued support of CP Remodel (move computers back, new AV tech installation)
- New facility design support
- AARP support
- Events and Spaces transition support
- LINC - AV Training - carried over from Dec schedule due to contractor delays (still in process into Feb)
- FTL & CRM - digital signage training
- Riverside technology refresh
- Eaton - additional copier

### **What's Coming Up in the next 30 days?**

- Eaton cabling support (Sunday, Feb 25)
- AV Focus Month - Ftl, LINC Board/Events, CP all need to be wrapped up
- Onboarding ITI new staff

### **Community Engagement & Strategies Operational Work**

#### **What's Happened in the last 30 days?**

- American Library Association: ALA's Council met twice during the LibLearnX event. There is ongoing churn in ALA's leadership as Tracie D. Hall stepped down as the Executive Director in October and was replaced by Leslie Burger who is currently serving as interim Executive Director. The Council approved:
  - Changing the membership dues structure - starting in 2025, the structure will be simplified with four tiers of individual dues types to
  - replace the current 11 options.
  - A proposed update to ALA's Core Values - there was discussion about whether those impacted by the changes had time to review and
  - comment upon the task force's recommendations. However, Council passed the updates.
  - A resolution condemning the destruction of libraries and other cultural institutions in Gaza.
- Colorado Library Legislation: SB24-049 Content of Materials in Libraries was introduced and moved to the Senate Education Committee. Colorado Library Directors discussed the bill and compiled feedback and concerns about the bill which has the purpose of protecting access to library content and ensuring there is due process in considering requests to remove items. While there is support in concept, there are concerns about the procedural directives written into the bill.
- Strategic Planning: The survey process used for gathering staff and partner perspectives will not be used for 2025 planning. Discussions are taking place to identify a different model to gather insights from staff for the budget discussion.

### **What's Coming Up in the next 30 days?**

- Colorado Library Legislation: The Senate Education Committee will be holding a hearing on SB24-049 Content of Materials in Libraries on Monday February 12 at 1:30pm in Room SCR 357.
- Strategic Planning: The process to more clearly define the priorities for HPLD's efforts in supporting literacy and workforce development begins this month.
- Thriving Weld's Healthy Mind & Spirit Presentations: The Healthy Mind and Spirit committee of Thriving Weld will be presenting on the work being done twice this month. The first presentation is for the Thriving Weld Quarterly Update. The second is for the Colorado Public Health/Parks & Recreation Collaborative's Summit which will be held on February 23rd in Northglenn.



## SERVICES

### Service – Materials Sharing

#### What's Happened in the last 30 days?

- Gathered information on the library cards for schools process
- Reviewed Downtime training
- Reviewed the webpage for Materials Sharing and made changes

#### What's Coming Up in the next 30 days?

- Review of standards

### Service – Meeting Rooms

#### What's Happened in the last 30 days?

- Focused on customization, training, and migration of new LibCal Spaces platform.

#### What's Coming Up in the next 30 days?

- Public reservations on the new platform go live on February 1.
- Patron education guide will release on Feb 1.

### Service – Personalized Services

#### What's Happened in the last 30 days?

- Personalized service representatives met and went over the MHP service web page of content and training that was presented to the group in November.
- TIC Goals for 2024
  - Apple computers (desktop/laptop) for branch usage.
- Look into data that ITI may find useful to reach a decision.
  - BAL spreadsheet – Useful to have an Apple/iOS option for selection?
  - Revamp the BAL spreadsheet. Possible inclusion of Formstack.
  - Priority for TIC manual to be finished/updated.
- February TIC classes posted

#### What's Coming Up in the next 30 days?

- Meeting on 2/13/24

### Service - Programming

#### What's Happened in the last 30 days?

Date	Program	Location	Attendance
1/27/2024	LINC's Family Fun Saturdays: Ka-Bluey!	LINC	475
1/4/2024	DIY Moon Sand	LINC	100
1/3/2024	Make Your Own Instruments!	LINC	82
1/27/2024	Travel Around the World with the Boulder Philharmonic Brass Quintet	Erie Community Library - Erie	65
1/23/2024	Farr LEGO club	Farr Regional Library - Greeley	61

1/9/2024	Farr LEGO club	Farr Regional Library - Greeley	59
1/3/2024	Drop In Gaming	LINC	59
1/17/2024	Tales for Tots	Erie Community Library - Erie	58
1/22/2024	Family Storytime	Erie Community Library - Erie	57
1/8/2024	Family Storytime	Erie Community Library - Erie	52
1/22/2024	Tales For Tots	Carbon Valley Regional Library - Firestone	50

### Service - Specialty Checkouts

#### What's Happened in the last 30 days?

- Excellence Coordinators met with SCO Staff to determine needs for the collection, with particular focus on reviewing data on usage, abandoned holds, and overall capacity of the collection.
- Reviewed all backend documents and processes in effort to create and launch a new staff training by end of Q1 2024.
- Erin Neufeld worked with the local museums and other Experience Pass organizations to renew contracts. Work on implementing an e-ticketing tool in progress.

#### What's Coming Up in the next 30 days?

- Work on staff training
- Review of patron-side documentation and processes to ensure new changes are accounted for.
- SCO Staff will process newly added materials for patron use upon receipt from ITI.