



CAPE BRETON REGIONAL LIBRARY
50 FALMOUTH ST.
SYDNEY, NOVA SCOTIA
B1P 6X9

SPECIAL BOARD MEETING MINUTES
RFP Review for Site Suitability Analysis
May 27, 2024

Members Present:

Coun. Eldon MacDonald, Douglas MacLennan, Coun. Glenn Paruch and Kathy MacIntyre representing the Cape Breton Regional Municipality; Terry Murray, and Coun. Barbara Longva representing the County of Victoria

Call to Order

Chair, Coun. Eldon MacDonald called the meeting to order at 6:10 pm.

Printing Fees:

Lisa informed the Board that the Library is in the process of introducing wireless printing. This will require a change to the price for printing a double sided sheet. Currently, the Library charges .20c per sheet whether it is single or double sided. With the new service patrons will be charged per page which means a double sided page will increase to .40c.

Review of Proposals for Site Suitability Analysis:

The Library received four responses to the RFP posted on the NS Procurement site for a Site Suitability Analysis for a new Sydney Central Library.

The Board reviewed each proposal applying a score to each using the evaluation matrix outlined in the RFP document.

Upon detailed review of the proposals the following motion was made:

That based on the results of the scoring matrix the Board awards the contract for a Site Suitability Analysis for a New Central Library to Fathom. Moved by Douglas MacLennan and seconded by Kathy MacIntyre. **MOTION CARRIED.**

Coun. Glenn Paruch voted “Nay” to the motion.

MEETING ADJOURNED

Respectfully submitted,

Lisa Mulak, Secretary
Cape Breton Regional Library Board