



Legislation Details (With Text)

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|----------------------|--|----------------------|---|----------------------|---------------------------------|
| File #: | 18-0674 | Version: | 2 | Name: | PGAL - Library Needs Assessment |
| Type: | Agenda Item | Status: | | Status: | Approved |
| File created: | 10/31/2018 | In control: | | In control: | Parks & Cultural Services |
| On agenda: | 11/27/2018 | Final action: | | Final action: | 11/27/2018 |
| Title: | Consider and take action on a resolution to authorize a professional services agreement with PGAL for a library needs assessment in an amount not to exceed \$95,975 (Director of Parks and Cultural Services) | | | | |

Sponsors:

Indexes:

Code sections:

Attachments: 1. Data Sheet, 2. Proposed Resolution, 3. Exhibit A - Agreement with PGAL, 4. RFQ-- Library Needs Assessment Draft Final, 5. Memo of Recommendation - Selection of Professional Services Contractor Library Facilities Needs Assessment, 6. Evaluation Matrix - RFQ 19-LIBRY-001 (Library Assessment) Scores Final

| Date | Ver. | Action By | Action | Result |
|------------|------|--------------|----------|--------|
| 11/27/2018 | 2 | City Council | Approved | Pass |

Consider and take action on a resolution to authorize a professional services agreement with PGAL for a library needs assessment in an amount not to exceed \$95,975 (Director of Parks and Cultural Services)

Approval of this agreement will authorize the City Manager to enter into an agreement with PGAL. The purpose of the needs assessment is to get stakeholders and community input to assist the City to possibly select sites, determine land requirements, conduct public meetings and other related work to move the project forward to conceptual design, along with cost estimates, as it relates to a whole-city Library Services solution: possibly including a new Central and/or Branch library, and/or expansion/renovation of the existing library building at 100 W.Walker.

A committee of staff and board members, including Mayor Pro Tem Todd Kinsey, Kathy Nenninger (Library Board), Kathleen Marx-Sharp (Friends of Helen Hall Library), Jenny Brewer (City Librarian), Bob Duke (Parks Planner/Project Manager), and Chien Wei (Director of Parks and Cultural Services), was formed to evaluate two architectural firms that submitted proposals through an RFQ process. The committee also evaluated the firms through an interview/presentation process. Based on the information presented, the committee unanimously selected PGAL based on their qualifications, presentation, experience, and knowledge of the project.

Funding for this project in the amount of \$90,000 was approved in the FY2019 Capital budget.

Assessment plan fee: \$83,755
Reimbursibles: 10,000
Web-based survey: 2,220
TOTAL: \$95,975

ATTACHMENTS:

1. Data Sheet
2. Proposed Resolution
3. Exhibit A - Agreement with PGAL
4. RFQ - Library Needs Assessment

- 5. Memo of Recommendation
- 6. Evaluation Matrix

FUNDING

{x} Funds in the amount of \$95,975 are available from Miscellaneous Capital project fund 5015 with expenses charged to project expense string RE1907- PLAN DESIGN- DESIGN- TS CASH (50153650-56070)

{ } Requires Budget Amendment to transfer from Account # _____ to Account # _____

{ } NOT APPLICABLE

STRATEGIC PLANNING

{ } Addresses Strategic Planning Critical Success Factor # _____ and Initiative # _____

{x} NOT APPLICABLE