



## LIBRARY COMMISSION AGENDA REPORT SUMMARY

**Meeting Date:** March 6, 2025

**Subject** Discuss and Provide Feedback on Main Library Improvements with ABA

**Prepared by:** Anthony Carnesecca, Assistant to the City Manager

### **Purpose**

Discuss and Provide Feedback on Main Library Improvements with ABA

### **Background**

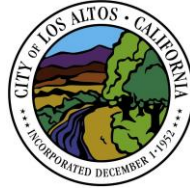
During the Future Agenda Items Discussion section of the Los Altos City Council meeting on September 26, 2023, Councilmember Dailey requested the Library Commission to bring forward to Council at a Study Session the status of the library and options they have considered for improving the library for consideration of Council, including, but not limited to the potential use of parcel tax funds. Mayor Meadows and Vice Mayor Weinberg supported the future agenda topic.

During the October 5, 2023 Library Commission meeting, Chair Fawcett moved that the Commission form an Ad Hoc Committee consisting of Vice Chair Bedard and Commissioner Crane to work on documents in preparation for the Study Session with City Council focused on possible library improvements as directed at the September 26, 2023 City Council meeting that will terminate upon receipt of the Final Report to the Commission. Commissioner Crane seconded the motion. The motion passed 4-0.

During the January 4, 2024 Library Commission meeting, the final proposal was unanimously approved by the Commission to move onto the City Council.

During the January 23, 2024 City Council Study Session, the Potential Improvements to Library Ad-Hoc Subcommittee presented their recommendations for improvements to the City Council. City Council directed the ad-hoc subcommittee to continue with the process by presenting the information to the North County Library Authority and requesting that the NCLA approve funding an RFP to be issued by the City of Los Altos based on their recommendations.

During the January 29, 2024 NCLA Meeting, the ad-hoc subcommittee presented the same information as presented to the City Council one week prior. NCLA board member Dailey made a motion to authorize the City of Los Altos to issue an RFP, jointly by the City and the County Library System with NCLA to cover the costs associated with the issuance of the RFP. Secretary Hill seconded the motion. The motion passed in a unanimous vote.



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At the June 25, 2024 City Council meeting, City Council unanimously authorized the City Manager to issue a Request for Proposals for Design Services for Los Altos Main Library Improvements.

The City issued the RFP - Design Services for Los Altos Main Library Improvements on Wednesday, July 17, 2024. The RFP closed on Thursday, August 22, 2024 at 3 pm.

The RFP divided the improvements into three distinct phases. Phase 1 is a Design Alternative Analysis that will investigate the existing condition, create design alternatives, evaluate cost estimates, and garner consensus for a final preferred design. Phase 2 is 65% drawings that will include technical specifications for the building with a more detailed cost breakdown. Phase 3 is bid-ready construction documents and construction transition.

The City received nine proposals for the project. The review committee reviewed all the proposals and invited the highest-ranking proposers to a final interview.

The review committee conducted interviews with the finalists and has selected Anderson Brule Architects (ABA) as the consultant to complete the design work for the Los Altos Main Library Improvements.

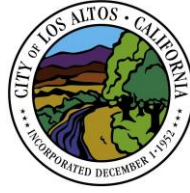
During the October 3, 2024 Library Commission meeting, City staff provided an update on the process and next steps, including a request for funds from the North County Library Authority and a contract award from the Los Altos City Council. The Library Commission unanimously recommended approval to move forward in this process.

ABA proposed an initial bid of \$128,765 for the base services of Phase 1 and an additional 3% for reimbursable expenses at \$3,863, totaling \$132,628. City staff recommended an additional 10% contingency. In total, City staff requested \$145,891 in funding from the North County Library Authority for Phase 1 of the RFP.

Their RFP proposed the amount above for Phase 1 and 10% of construction bid award budget determined in Phase 1 for Phases 2 and 3. When Phase 1 is completed, the City will request the additional necessary funds for Phases 2 and 3 from the North County Library Authority. This is anticipated to occur in Summer 2025.

During the November 18, 2024 North County Library Authority meeting, their board unanimously approved the funding allocation to the City of Los Altos for Phase 1 of the Main Library Improvements Project.

During the December 10, 2024 meeting, the Los Altos City Council unanimously awarded a contract for ABA to execute Phase 1 of the Main Library Improvements Project.



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## **Discussion**

ABA has kicked off the Design Alternatives Analysis phase of the project as they review the proposals presented by the Library Commission Ad-Hoc Subcommittee and previous Needs Assessments.

As part of this process, ABA are conducting various feedback workshops to review and discuss the proposed improvements into order to gain a shared understanding of project background, goals, and timeline; and, input for validation of prioritized improvements. The March 6, 2025 Library Commission meeting will be the first of three public workshops all hosted in the Library. The other two will be on March 12, 2025 3 – 5 pm and March 22, 2025 10 am – 12 pm.

After those, ABA will take the proposals and feedback that will build design proposals to be presented at additional public workshops at the Library Commission and to the public for specific commentary on the options created by the architectural team.

## **ATTACHMENTS**

1. Presentation
2. Proposal Details
3. Flyer for Additional Workshops