



LIBRARY COMMISSION AGENDA REPORT SUMMARY

Meeting Date: August 1, 2024

Subject Los Altos Main Library Improvements Request for Proposal Update

Prepared by: Anthony Carnesecca, Library Commission Liaison

Purpose

Provide update on the Request for Proposal for the Los Altos Main Library Improvements

Discussion

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.



Subject: Los Altos Main Library Improvements Request for Proposal Update

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 our Bids and Requests for Proposals website at <https://bids.losaltosca.gov/rfp/rfp-design-services-los-altos-main-library-improvements> on Wednesday, July 17, 2024. The RFP is currently open through Thursday, August 22, 2024 at 3 pm.

After the RFP closes on that date, the review committee will review the proposals and identify the proposal that will be in the best interest of the City, which may include interviews.

Once a final contractor is selected, City staff will present the final contract for review and approval before this project commences.