



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 7, 2026
PREPARED BY: Scott Moore, City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on ratifying the Master Services Agreement between Library Systems & Services, LLC and the City of Manor, Texas.

BACKGROUND/SUMMARY:

An agreement was executed with Library Systems & Services, LLC to provide a team of library experts to support the City in space planning and designing a future-ready library, conducting community needs assessments, planning the materials collection, integrating educational and technological elements, and assessing staffing criteria planning and budgets for a sum of \$60,000 total, billed over a period of 20 months during library planning and construction of the new facility. The cities of Red Oak, Duncanville, Farmers Branch, Wilmer, and Huntsville have utilized the Library Systems & Services (LS&S) team over 5+ continuous years to manager their public library operations, which their services will assist the City of Manor in developing staffing option models as well as community services program initiatives. LS&S has utilized their adult and youth volunteer service model to assist the management of the library space and community outreach programs on an annual basis.

ATTACHMENTS: No