

**Staff recommendation:**

After reviewing and scoring the 6 received proposals and conducting interviews with the two highest scoring proposers staff is recommending the City Council select PGAL to conduct our Space Needs Assessment and Facilities Master Plan. Out of a possible total score of 125, PGAL received a 118.2.

The staff review committee was:

Scott Dunlop, Interim City Manager

Ryan Phipps, Chief of Police

Denver Collins, Police Captain

Lydia Collins, Finance Director

Mike Tuley, Public Works Director

Lance Zeplin, Public Works Streets and Parks Superintendent

Proposal Comments:

- How they incorporated the library in their past projects was appealing
- 75 years of experience
- Office and workstation templates
- Community input for community buildings
- Kept requested 6 month schedule
- Experienced team in all requested areas
- Lots of local projects
- Understandable, logical workplan
- Has everything the city is looking for per the Needs Assessment
- Highly qualified
- High quality submission photos, examples and concept examples
- Provided substantial history of municipal projects demonstrating their background and capabilities
- Provided detailed work plan and a schedule outlining the process steps
- Provided qualifications and background on personnel and sub-consultants
- Demonstrated experience and expertise in similar plans for municipal projects in Central TX area – Pflugerville, San Marcos, College Station, Buda, Round Rock, and Leander

Interviews were conducted by Scott Dunlop, Ryan Phipps, Lydia Collins and Lance Zeplin.

Interview highlights:

- Staff was very impressed with the library consultant and their ability to plan and program a space that will achieve the goals of the community and Council for what that space should be
  - For reference: The library consultant is Eric Lashley, executive director of PLAN (Partners Library Action Network). PLAN (formerly the Central Texas Library System) assist over 215 member libraries with daily challenges of running a public library in Texas. He is the former Director of the Georgetown Public Library and served in Georgetown for 25 years. Under his tenure the Georgetown Library was awarded the nation's highest honor for libraries – the Institute of Museum and Library Services National Medal. He was named Texas Librarian of the Year in 2019 by the Texas Library Association.
  
- Staff felt PGAL communicated more effectively which would help when engaging with the community and Council