



MEMORANDUM

To: Mayor Olson & City Council Members
From: Norm Beagley, MPA, P.E., City Manager
Date: March 15, 2024
Re: Library Design Services Agreement with CRSA Architecture

As you know, Mayor Olson has obtained a significant amount of donations/funding for our new library at City Hall. Those donations that have been collected are held by the Friends of Santaquin charitable organization (a 501(c)(3)).

CRSA has extensive experience designing libraries in Utah. For example, CRSA designed the following libraries, Magna, Utah Library, Springdale, Utah Library, Orem, Utah UVU, Ira A Fulton Library, St. George, Utah Washington County Library, and more.

CRSA has provided their professional assistance to Santaquin City for several years on other City projects. Therefore, they are well suited to start immediately with this next phase of the City Hall building design work.

CRSA's services will include a comprehensive design for our new library, from construction, to library systems, to proposed furnishings, to technology, to processes, and more that are needed for a complete and fully functioning library.

For your review, I have provided CRSA's proposed project scope, fee, and schedule for design services for the new library.

Staff and the Mayor have reviewed the proposed scope, fee, and schedule provided by CRSA. We are comfortable with their proposal for the full final design for our new library. CRSA's proposed costs are in line with industry standards for the professional services for the design work that is needed.

As the Chair of the Friends of Santaquin, Mayor Olson and the Friends of Santaquin Board members recently approved payment to Santaquin City from the library donations that have been collected to pay for the entire CRSA design services contract.

I am happy to answer any questions that you may have regarding this item.

Recommended Motion: Motion to authorize Mayor Olson to execute a contract and associated documents with CRSA Architects to design the new Santaquin Library in the west wing of our new City Hall building.