

City of Wolfforth Library

Working Schedule

March 10, 2025



MEETING SCHEDULE	DATE	DESIGN TEAM ATTENDEES	TIME
<i>Notice to Proceed</i>	March 2025		
<i>Phase 1: Summary of Needs</i>	March – September 2025		
Data Gathering – Collect and Review Owner Provided Information	March 2025	Wolfforth Library 720 design	
Meeting #1: Kick Off Workshop and Staff Interviews	April (14 – 16?), 2025	Wolfforth Library 720 design	In person
Meeting #2 Call: Space Needs Development	April (29 or 30?), 2025		Teams
Environmental Scan	May 2025		
Community Input Meetings / Focus Groups	May 2025		In person
Online Survey – 4 weeks minimum with option to extend two weeks more	June 2025		
Meeting #3 Call: Space Needs Program Development	July 2025	Wolfforth Library 720 design	Teams
Technology Visioning Workshop	July 2025	Wolfforth Library 720 design	Teams
Meeting #4: Review Facility Recommendations and ROM Cost Estimate	August 2025	Wolfforth Library 720 design	2:00 – 4:00 In person
Prepare Final Report	September 2025		
Final Presentation	September 2025	Wolfforth Library 720 design	In person
<i>Phase 2: Library Remodel and Expansion Concept Design</i>	TBD, 2026		