



DATE: December 6, 2016

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Library Space Modifications, Project 11-27 – Amend Design Services Agreement**

RECOMMENDATION

Authorize the City Manager to amend the design services agreement with Noll & Tam Architects of Berkeley, California, to provide architectural and engineering design services for the Library Space Modifications, Project 11-27, in the amount of \$95,000 for a total not-to-exceed fee of \$226,600.

BACKGROUND

On September 23, 2014, Council authorized a design contract with Noll & Tam Architects in the amount of \$131,600 to design renovations of various areas in the Mountain View Public Library to better accommodate current Library services. The project was funded by Council to address the need for more space in Children's Services, an area with a high increase in usage since the new Library building opened in 1997. In general, Library services are evolving from just providing reading materials to becoming community gathering places for learning and sharing skills. The existing Community Room is too small to accommodate the number of attendees for children's programs. There is heavy demand for many programs for children and parents but with attendance at adult programs increasing dramatically, there is also a need for another room for adult programs and community meetings. The building is often at capacity, with all seating areas and study rooms occupied.

The current scope of the project is as follows:

- Expand the Children's Services area.
- Enclose the existing opening above the existing DVD collection with a structural floor on the second floor.
- Expand the existing Community Room.

- Create a multipurpose program room on the second floor.
- Create additional reading areas and study rooms on the second floor.
- Combine the Welcome Desk with the Accounts Desk on the first floor, and combine the Computer Help Desk with the Reference Desk on the second floor.

ANALYSIS

Over the past 10 to 15 years, the Library operations have been streamlined and efficiencies have resulted in some staff reductions through attrition. The Library modification plans create more flexibility by reconfiguring underutilized staff space and storage rooms, resulting in additional public space. As envisioned, the project provides additional square footage for several Library programs without the significant expense of expanding the Library footprint. The following describes the modifications in more detail.

First-Floor Plans

The Support Services staff area will be reconfigured to provide space for both Support Services and Children's Services staff. The DVD/CD and adult-languages collection will be relocated to the second floor and the vacated Children's staff office space will allow expansion of the Children's Area and the Community Room. The current wall and entry doors leading into the Children's Area will be removed and a new wall with an entry doorway at the lobby oval will delineate the new Children's Services Area (see Figure 1 – Library First-Floor Summary).

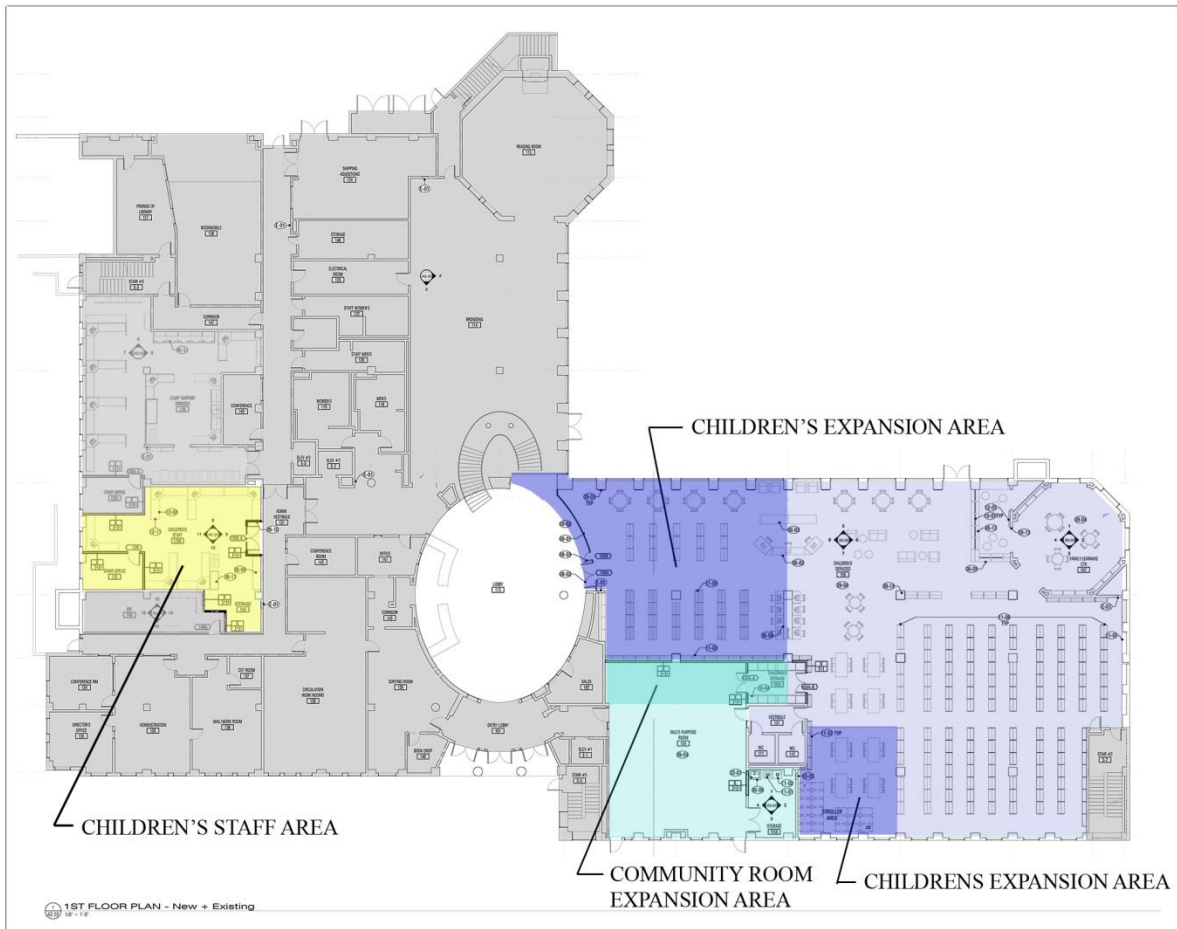


Figure 1 – Library First-Floor Summary

Second-Floor Plans

The floor opening above the DVD collection will be filled with a structural floor, creating 600 square feet of additional space within the existing building. The Reference Desk will be relocated on the new structural floor and new study rooms constructed where the existing Reference Desk is located. As shown in Figure 2–Library Second-Floor Summary, the reference and large-type collection is being reduced and one additional book stack added to the end of every row of shelving stacks to provide space for the DVD/CD and adult-languages collection.

The existing computer training room will be converted to a flexible multipurpose room for adult programs and community meetings. Computer training could still be accommodated in the room through the use of laptop computers.

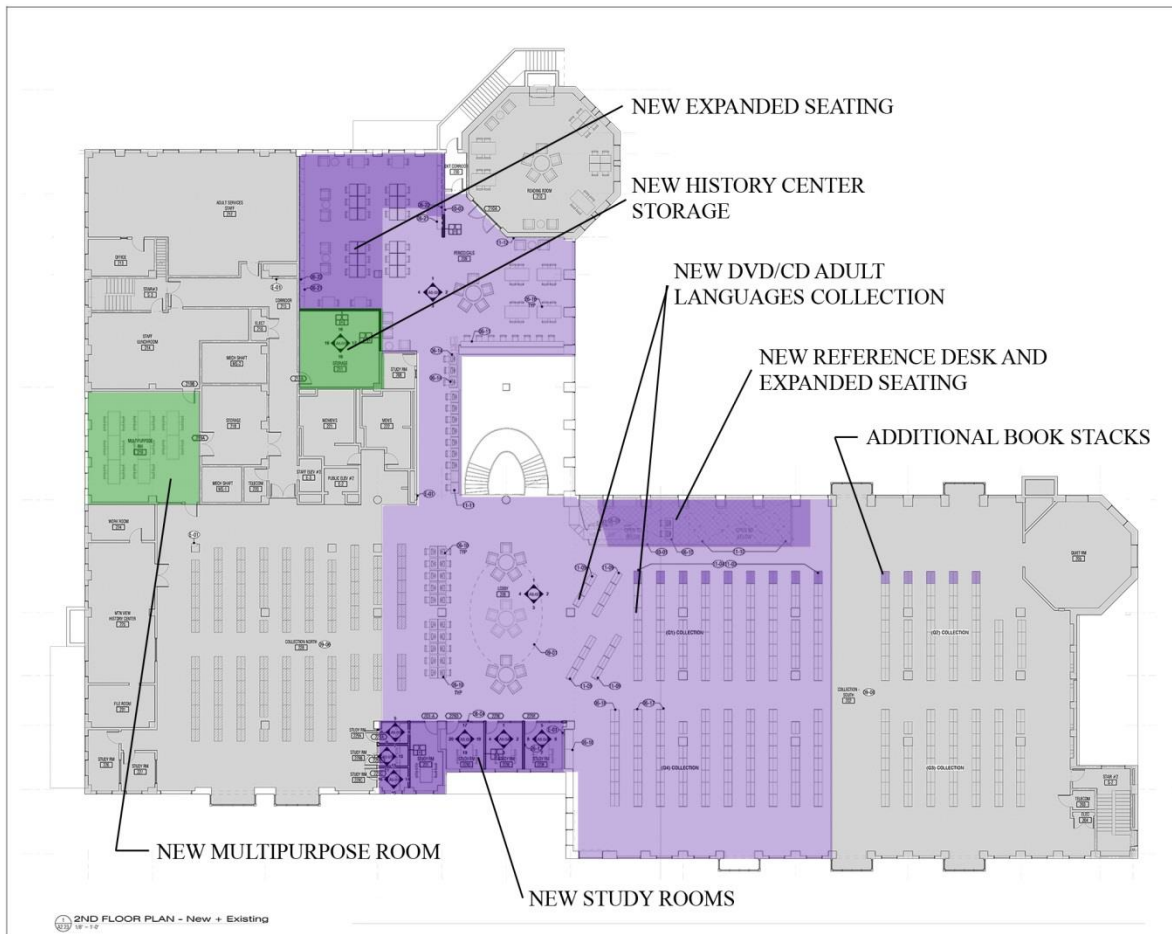


Figure 2—Library Second-Floor Summary

As design has progressed, meeting the project’s goals of expanding the Children’s Area and Community Room have become more complex than anticipated when the design project was originally created. New minor elements have been added such as the new multipurpose room, additional study rooms, and expanded seating on the second floor. The proposed improvements result in impacts to existing areas and the new enclosed rooms require changes to rebalance the heating and air conditioning system, additional carpet replacement due to the age and condition of the existing carpet, and ceiling replacement to upgrade areas from nonpublic areas to public areas. The other proposals, such as combining the various customer service desks, will increase efficiencies for Library staff and patrons making them worthwhile changes to undertake while remodel efforts are under way.

The recommended actions will increase Noll & Tam Architects’ scope of work to accommodate the increased complexity of the original project as well as the new elements.

Construction Funding

The City Council has not yet appropriated funding for construction. The estimated construction project cost is approximately \$3.8 million to \$4.0 million. In 2014, LinkedIn proposed providing the majority of the construction funding as a community benefit associated with the development of the Shoreline Commons site at Highway 101 and Shoreline Boulevard. In summer 2016, the project was transferred to Google, resulting in uncertainty of timing and funding contribution. Staff will propose a funding source to be included in the five-year upcoming Capital Improvement Program (CIP).

If construction funding is not available for the entire scope of work, the project could be phased by removing some of the relatively minor improvements, such as the second-floor additional seating, multipurpose room, and additional study rooms.

Project Design Cost Estimate

The estimated project cost to complete the design is as follows:

Architectural and Engineering Design Services	\$226,600
Predesign Cost Estimating	10,000
City Project Management, Design, and Clerical	65,000
Fees, Printing, Etc.	8,000
Permitting	<u>8,000</u>
Subtotal	\$317,600
City Administration @ 6.5%	24,500
Project Contingency	<u>58,900</u>
TOTAL ESTIMATED COST	<u>\$401,000</u>

Project Schedule

If the amendment is approved by the City Council, the project team will complete the bid documents by summer 2017.

FISCAL IMPACT

The design phase of the Library Space Modifications, Project 11-27, is funded with \$311,000 from the Construction/Conveyance Tax Fund and \$90,000 from the CIP Reserve Fund, for a total project budget of \$401,000. Options for funding the construction of this project will be included in the 2017-18 CIP process.

There are sufficient funds in the project budget for the amendment to the architectural and engineering design services agreement.

ALTERNATIVES

1. Place the design phase on hold until the construction budget is funded.
2. Reduce the scope of the project.
3. Provide other direction.

PUBLIC NOTICING

Agenda posting, and the Library remodel plans were presented to the Library Board on September 19, 2016.

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