

Regular Meeting

Agenda Item #	4
Meeting Date	September 15, 2014
Prepared By	Ellen Arnold-Robbins Library Director
Approved By	Brian Kenner City Manager

Discussion Item	Single Reading Ordinance Awarding a Contract for Design of the Library Space										
Background	<p>Last fiscal year, the Library pursued a Visioning discussion engaging residents, the Council, and stakeholders on the future of the Library. An outcome of this Visioning process was a recommendation to explore cost effective design options for the current Library space. The Library saw its last major renovation in 1990, 24 years ago, and many participants in the Visioning process noted the need for the Library to refresh its physical space.</p> <p>Staff issued a Request For Proposals for developing interior design and space planning for the Library, to include the option of exploring the feasibility of building expansion. Five responses were received as follows:</p> <table border="0"> <tr> <td>Gant Brunett</td> <td>\$12,485 Base bid and \$2,500 Option</td> </tr> <tr> <td>Lukmire Partnership</td> <td>\$17,925 Base bid and \$5,220 Option</td> </tr> <tr> <td>Bignell Watkins Hasser</td> <td>\$22,338 Base bid and \$5,238 Option</td> </tr> <tr> <td>Morris & Ritchie</td> <td>\$28,405 Base bid and \$17,430 Option</td> </tr> <tr> <td>Quinn Evans</td> <td>\$42,554 Base bid and \$12,497 Option</td> </tr> </table> <p>City staff interviewed the three bidders who demonstrated the best combination of low price and public library experience: Gant Brunett, The Lukmire Partnership and Morris & Ritchie. Staff recommends The Lukmire Partnership, which had the strongest combination of low price, experience with public libraries (design of 40 libraries, including the Silver Spring Library), responsiveness to our Request for Proposals, and innovative design ideas, one of which they had already drafted for the interview. Their Principal has taught library design at the University of Maryland, and will play a leadership role in this project. Most of their staff are LEED Certified.</p> <p>In total, \$50,000 was allocated in the FY15 budget to support this effort. Staff, in discussions with Lukmire also recommends the appropriation of an additional \$6,855.00 for a total of \$30,000. The additional \$6,855 will go to allow additional negotiated work, and could be used for the following: 1) A more detailed assessment of the feasibility of expanding the Library building footprint, as described in the Option; 2) Further assessment of the current building needs (mechanical, electrical, plumbing); 3) Additional or more detailed drawings of the various design options.</p>	Gant Brunett	\$12,485 Base bid and \$2,500 Option	Lukmire Partnership	\$17,925 Base bid and \$5,220 Option	Bignell Watkins Hasser	\$22,338 Base bid and \$5,238 Option	Morris & Ritchie	\$28,405 Base bid and \$17,430 Option	Quinn Evans	\$42,554 Base bid and \$12,497 Option
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<p>Policy</p>	<p>The City maintains its facilities and equipment to ensure the safety of employees and provide a high quality of customer service.</p> <p><u>City Code Section 7.04.060</u></p> <p>“The City Council shall, by ordinance duly enacted, approve all expenditures of \$5,000.00 or more for professional services and all expenditures of \$10,000.00 or more for any other single purchase of goods or services other than professional services, provided, however, that ordinances approving such expenditures may be enacted upon a single reading...if such expenditure is specifically authorized in the budget...”</p>
<p>Fiscal Impact</p>	<p>\$30,000.00 from the Facility Maintenance Reserve</p>
<p>Attachments</p>	<p>Ordinance authorizing a contract with The Lukmire Partnership for Library design and space planning.</p>
<p>Recommendation</p>	<p>Approve Single Reading Ordinance</p>
<p>Special Consideration</p>	

Introduced by: Councilmember

Single Reading:

CITY OF TAKOMA PARK, MARYLAND

**ORDINANCE NO. 2015 -
AUTHORIZING A CONTRACT FOR SPACE PLANNING AND
DESIGN OF THE LIBRARY**

WHEREAS, in accordance with the City procurement procedures a Request For Proposals was advertised for Library space planning and design; and

WHEREAS, five firms submitted bids for the project; and

WHEREAS, City staff interviewed the three most responsive bidders; and

WHEREAS, City staff recommends the award of the bid to The Lukmire Partnership; and

WHEREAS, sufficient funds were included in the FY 2015 budget for the cost of this project.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

SECTION 1. The City Manager or his designee is authorized to enter into a contract with The Lukmire Partnership for Library space planning and design.

SECTION 2. This contract amount is Thirty Thousand Dollars (30,000.)

SECTION 3. This Ordinance shall become effective upon adoption.

Adopted this ____ day of September, 2014 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: