

ITEM # 216
DATE 02-10-2009

COUNCIL ACTION FORM

SUBJECT: LIBRARY EXPANSION FEASIBILITY STUDY CONTRACT WITH MEYER SCHERER & ROCKCASTLE

BACKGROUND:

In December 2007, the Ames Public Library Board accepted a study by Library Planning Associates, a nationally recognized library space planning consulting firm, which found that, based on current and projected library activities, a library facility of 94,000 sq. ft. would meet basic needs of the Ames community. The current library at 515 Douglas Avenue is a 48,000 square-foot facility.

A Request For Proposals to contract with an architectural firm to perform a feasibility study for the expansion of the Ames Public Library was sent to several regional architects, especially those with experience in larger public library buildings. A total of sixteen firms responded to the RFP. An evaluation team, consisting of library administration, a library board member experienced in public project management, and a member of the faculty of ISU's School of Architecture selected the proposal of Meyer Scherer, & Rockcastle, LTD., (MS&R) of Minneapolis, Minnesota.

Jeff Scherer, who will be the principal architect, has experience with over 100 public library design projects. In addition, he has published numerous articles on library construction and technology and is a member of the American Library Association (ALA). Jeff is also the Chair of Libraries for the Future (LFF), a non-profit organization dedicated to innovation and support of America's libraries. MS&R has a credentialed LEED architect on staff who will be assigned to this project, as sustainable design features was one of the primary requirements specified in the RFP.

The contract requires recommendations for site location, a schematic design, cost estimation, and materials, such as artist renderings and models to inform the citizens of Ames of the project. Included in the contract is the requirement that the architect conduct no less than three public forums (multiple meetings may be scheduled for each forum) to gather public input into the siting and design of the expanded facility.

The design development calculation is based a "not to exceed" amount of \$282,000 for the following functions:

- Building Program: \$20,000
- Existing building feasibility and alternative site studies: \$60,000
- Schematic Design: \$190,000
- Artist renderings, models, etc.: \$12,000

In addition, the contract specifies a "not to exceed" amount of \$24,000 for reimbursable expenses such as travel (up to 13 trips for MS&R and associated consultants) and an allowance of up to \$10,000 for printing, postage, and presentation materials. This brings the total to a "not to exceed" amount of \$306,000.

The Library Board of Trustees addressed issues regarding the contract with MS&R at Library Board meetings on December 18 and January 15. These issues were brought to the attention of the City Attorney and MS&R. The Library Board, at a special meeting on January 22, 2009, evaluated all revisions to the contract and is satisfied that the contract terms, as amended, are in the best interests of the Ames Public Library and, by extension, the City of Ames.

ALTERNATIVES:

1. The Council can accept the recommendation of the Library Board of Trustees and approve the contract for the Library Expansion Feasibility Study with Meyer Scherer & Rockcastle, LTD., of Minneapolis, Minnesota, for services that will be billed on an hourly basis up to an amount not to exceed \$282,000, and for reimbursables not to exceed \$24,000. The total contract cost will not exceed \$306,000.
2. The Council can deny the recommendation of the Library Board of Trustees to approve the Library Expansion Feasibility Study with Meyer Scherer & Rockcastle.

MANAGER'S RECOMMENDED ACTION:

The contract with Meyer Scherer & Rockcastle, LTD., has been reviewed by the City Attorney and has been reviewed and approved by the Ames Public Library Board of Trustees.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the contract for the Library Expansion Feasibility Study with Meyer Scherer & Rockcastle, LTD., of Minneapolis, Minnesota, for services that will be billed on an hourly basis up to an amount not to exceed \$282,000 and for reimbursables not to exceed \$24,000, for a total contract that will not exceed \$306,000.