



# BERKELEY PUBLIC LIBRARY BOARD OF LIBRARY TRUSTEES

SPECIAL MEETING  
JULY 17, 2009

AGENDA  
4:30 P.M.

CENTRAL LIBRARY  
2090 KITTREDGE STREET

The Board of Library Trustees may act on any item on this agenda.

## I. PRELIMINARY MATTERS

- A. Call to Order
- B. Public Comments on the following agenda item only  
*(15-minute time limit, with speakers allowed 2 minutes each)*
- C. Approval of agenda

## II. DESIGN TEAM INTERVIEWS

- A. Interviews for Architectural Services for the Renovation and Expansion of the West Branch Library  
Library Director introduces each architectural team and lead architects from the following consultants: Harley Ellis Deveraux and Green Works Studio, Gould Evans Baum Thornley Inc., and Leddy Maytum Stacy. Architectural team presentation; BOLT/Team questions and answers; and possible follow-up direction to staff.

## III. ADJOURNMENT

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**Please refrain from wearing scented products at public meetings.**

Written materials may be viewed in advance of the meeting at the Central Library Reference Desk (2090 Kittredge Street), or any of the branches, during regular library hours.

To request a meeting agenda in large print, Braille, or on cassette, or to request a sign language interpreter, assistive-listening device or other accommodation for the meeting, please call (510) 981-6195 (voice) or (510) 548-1240 (TDD). Providing at least five (5) working days' notice prior to the meeting will help to ensure availability.

I hereby certify that the agenda for this special meeting of the Board of Library Trustees of the City of Berkeley was posted in the display cases located at 2134 Martin Luther King, Jr. Way and in front of the Central Public Library at 2090 Kittredge Street, as well as on the Berkeley Public Library's website on July 14, 2009.



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Donna Corbeil, Director of Library Services  
Serving as Secretary to the Board of Library Trustees

For further information, please call (510) 981-6195.



## BERKELEY PUBLIC LIBRARY

### DESIGN TEAM INTERVIEWS

July 17, 2009

**TO:** Board of Library Trustees

**FROM:** Donna Corbeil, Director of Library Services

**SUBJECT:** INTERVIEWS FOR ARCHITECTURAL SERVICES FOR THE RENOVATION AND EXPANSION OF THE WEST BRANCH LIBRARY

#### INTRODUCTION

The three most highly qualified firms making proposals for design services will be introduced, make a presentation and be interviewed by the board.

#### FISCAL IMPACT

Voters approved the sale of \$26M in bonds to finance the renovation, expansion, and make seismic and access improvements at four neighborhood branch libraries. Architectural design services are included in the estimated soft costs, preceding construction of the West Branch Library renovation and expansion project.

#### CURRENT SITUATION AND ITS EFFECTS

Following board approval in December 2008 to begin implementation of the branch renovation program staff worked with the City's Purchasing Department to release, on June 1, 2009 a Request for Proposals (RFP): *Architectural Services for the Renovation and Expansion of the West Branch Library*. A pre-proposal meeting occurred on June 11, 2009, with responses to questions from possible vendors posted on the City of Berkeley website prior to the closure of the RFP on 2:00 PM, Tuesday, June 23, 2009.

The responses received were numerous and therefore the process has been a highly competitive one. A design review committee, made up of staff, Rene Cardinaux, library consultant and representatives from the community met twice and considered 22 proposals. All firms considered in the proposal process have been contacted regarding their status. The finalists, the three most qualified design teams, are presented to the board for your consideration.

#### FUTURE ACTION

On Friday, July 22, 2009, the board will convene a Special Meeting of the Board of Library Trustees at 6:00 PM to discuss and evaluate the qualifications of the firms interviewed on July 17, 2009. The trustees will have an opportunity to discuss in-depth the interviews and

proposals, consider background and professional references gathered by staff for each firm, receive information related to any follow-up questions they may have had and finally to rank firms in order of preference. By Wednesday, July 15 at 5:00 PM the finalist will have submitted a sealed project cost quote. Staff will open and evaluate the sealed price quotes and report to the board on July 22, 2009 for consideration in the board ranking of firms by qualifications. Price proposals will be considered in the final decision-making process and will serve as the starting point for contract negotiations, which will occur in a confidential manner with staff.

At the July 22, 2009 meeting, the board may take action approving the rank order of firms interviewed; designate a preference for the firm considered as best meeting the criteria for the project as described in the request for proposals; and instruct the director of library services to negotiate a contract for services. Following contract negotiations staff will bring an action item to the board recommending a scope of services and a not to exceed contract amount with the selected design firm. The board's recommendation will then be brought to the City Council for consideration and action prior to a notice to proceed.

ATTACHMENTS: none.