



Board Agenda Item 39

DATE: October 23, 2018

TO: Board of Supervisors

SUBMITTED BY: Kelley Worman-Landano, County Librarian

SUBJECT: Agreement with Architectural Nexus, Inc. for Facility Assessment Services and a Facility Master Plan for the Library

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute an Agreement with Architectural Nexus, Inc. for Facility Assessment Services and Development of a Master Plan for the Library's facilities, effective October 24, 2018 through June 30, 2019, total not to exceed \$150,000.

There is no Net County Cost associated with the recommended action. Approval of the recommended action will allow the Library to contract with Architectural Nexus, Inc. for a facility assessment and development of a system-wide facility master plan for the Library. This item is countywide.

ALTERNATIVE ACTION(S):

If your Board does not approve the recommended action, the Library will not contract with Arch Nexus to perform a facility assessment of the Library's facilities. As a result, the Library will not have a master plan for its current and future facilities.

FISCAL IMPACT:

There is no Net County Cost associated with the recommended action. The maximum cost of the recommended agreement with Arch Nexus during the contract period of October 24, 2018 through June 30, 2019 is \$150,000. Costs will be financed with Measure B and property tax revenues. Sufficient appropriations and revenues are included in the Adopted FY 2018-19 Library Org 7511.

DISCUSSION:

The Library's mission is to enrich lives and build community. As communities grow, the Library must assess needs for additional building space and facility upgrades, availability of up-to-date Wi-Fi, internet and technology, and ease of access with libraries being located close to where visitors live and work. The Library seeks to obtain a planning guide that provides detailed recommendations for capital projects based on data, research, and site visit surveys that Arch Nexus will perform to complete the facility study.

In 2002, a facilities assessment and master plan titled "The Heart of a Community", was completed with recommendations through 2020. The 2002 master plan recommended an update in 2012 based on 2010 census data. This update did not occur, and in April 12, 2016, the Library provided the Board a verbal report, which was an update on Measure B from FY 1997-98 to FY 2015-16. During the verbal report, the former County Librarian mentioned the need for a library facilities assessment to determine which locations were effective in meeting service needs. The Board discussed how a library facilities assessment could quantify

existing space deficiencies and provide cost information to plan for future growth. At that time, the former County Librarian discussed holding off on entering into any new lease agreements for new and existing facilities, unless it is a lease-to-buy situation and also hold off on any new construction (other than Clovis and Reedley) until a facilities assessment is complete. In 2017, the Library worked with the Department of Internal Services to assess seven Library buildings. The data provided an assessment of the physical structure of the buildings. In early 2018, the Library determined that a more comprehensive facilities assessment was needed that included a facilities master plan.

The facilities master plan will allow the Library to respond effectively to the diverse and rapid changes in community demographics, technological and telecommunications developments, emerging service expectations, and aging facilities while maintaining and improving traditional services. Completion of the facilities master plan will assist the Library's long-range planning efforts, as well as provide a tool for communicating with community members who seek a greater understanding of those long-range plans.

On July 23, 2018, the Library issued Request for Proposal (RFP) No. 19-001 for Library facility assessment services and a facilities master plan. The Library received responses from four vendors on August 21, 2018. A bid review committee comprised of two representatives from the Library, one representative from the County Administrative Office, and one representative from the Department of Public Works and Planning evaluated the proposals. The proposals were rated based upon the stated criteria in the RFP and the bid review committee recommended Arch Nexus to perform facility assessment services and develop the facilities master plan for the Library. The proposal from Arch Nexus was comprehensive and included the vendor's detailed experience, technical expertise, and capabilities necessary to successfully complete the Library facilities master plan for Fresno County.

Upon approval by your Board, Arch Nexus will begin research and data analysis through community outreach and physical Library assessments to prepare a facilities master plan. Arch Nexus will recommend options to the Library to determine the best criteria to evaluate locations relevant to this study and will include, at a minimum, all cities listed in Fresno County. Arch Nexus will examine data and statistics for demographics, population and library services for all 37 branches. However, Arch Nexus will complete a physical needs assessment for 17 of the Library's 37 branches as follows:

1. Auberry
2. Bear Mountain
3. Big Creek
4. Fig Garden
5. Gillis
6. Kerman
7. Kingsburg
8. Laton
9. Mosqueda
10. Piedra
11. Pinedale
12. Politi
13. Reedley
14. Riverdale
15. Selma
16. Shaver Lake
17. Sunnyside

The 17 branches were selected due to the age of the facilities. The services provided by Arch Nexus will assist the Library with making informed data-driven decisions about capital building maintenance, capital improvements, branch consolidations, and branch closures. The Library facilities master plan will include recommendations for the immediate future and the next 15 years. It is anticipated the results of the study will be presented to your Board on February 20, 2019. Arch Nexus will provide your Board with a written

report and oral presentation.

REFERENCE MATERIAL:

BAI #8, April 12, 2016

BAI #9, February 25, 2003

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with Arch Nexus, Inc.

CAO ANALYST:

Samantha Buck