



PUBLIC WORKS DEPARTMENT

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LIBRARY PROGRAM ROOM EXPANSION

Stakeholder Meeting

Cupertino City Hall

Quinlan Conference Room

February 13, 2020, 6:00 – 7:30 PM

Minutes

Roll Call: Benaifer Dastoor, Nancy Howe, Roger Lee, Qin Pan, Darcy Paul, Henry Sang, Jr., Dianne Thompson, Clare Varesio, Kiran Varshneya, Michael Zimmermann

Visitors: James Davis, Citizen
Jennifer Weeks, Santa Clara County Library District

1. Introductions

Attendees introduced themselves. Nancy Howe introduced Jennifer Weeks as the acting County Librarian since current County Librarian Nancy Howe will be retiring in two weeks.

2. Approval of Meeting Minutes

Kiran Varshneya made a motion to accept the November 7, 2019 meeting minutes. Henry Sang seconded. The motion passed unanimously.

3. Project Update

Michael Zimmermann provided an update about the Library Expansion Project.

Statement of Interest

Staff issued a non-mandatory Statement of Interest for the Library Expansion Project in November 2019. Non-mandatory means that other firms can express interest after the Statement of Interest close date. Of the

7 Design-Build Teams that responded, there were 4 strong firms with library design experience. Some firms teamed up together.

Request for Qualifications (RFQ) for Construction Management

In December 2019, Staff issued a Request for Qualifications for Construction Management (CM) Services to manage the project. The CM will manage all construction, provide input to City regarding bridging architect and design build firm.

Staff held a non-mandatory pre-bid meeting. Seven firms attended the meeting, of which, five or six were highly regarded. Three were selected to interview - Griffith Structures, Mack 5 and Nova Partners.

After the three firms were interviewed on February 5, 2020, Nova Partners was selected unanimously by the interview panel to serve as the Construction Manager.

Civic Center Plaza Parking Analysis

On March 17, Staff is planning to provide an update on the Library Expansion to Council. Michael discussed options to deal with parking supply and demand.

Ideas to reduce demand: utilize shuttles, incentivize employees for ride-sharing, provide additional bike racks.

Ideas to increase supply: create angled parking, add future parking garage, move City and Library employees out of parking lot to allow patron parking, change the time limit to 2 hours.

4. **Project Schedule**

Michael Zimmermann provided a milestone schedule.

5. **Library Commission Meeting of January 8, 2020**

Michael provided an update to Stakeholders that Dianne Thompson attended the Library Commission Meeting January 8, 2020 to update Commissioners about the status of the Library Expansion Project.

6. **Bridging Architect Selection (discussed out of order earlier in the meeting)**

Request for Qualifications for Bridging Architectural Services

Staff issued a Request for Qualifications for Bridging Architectural Services in December 2019. Seven firms attended a non-mandatory pre-qualifications meeting in January 2020. Two firms submitted an RFQ: Byrens Kim Design Works and EHDD. Both firms will be invited to interview on February 19, 2020 with City Staff, Library Staff, Construction Manager and two representatives from the stakeholder group (1 from Library Commission and 1 from Library Foundation). Qin Pan volunteered to represent the Library Commission and Henry Sang, Jr. volunteered to represent the Library Foundation.

Next Meeting – 3rd or 4th Week of March