



PUBLIC WORKS DEPARTMENT

CITY HALL
10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
TELEPHONE: (408) 777-3354 • FAX: (408) 777-3333
CUPERTINO.ORG

LIBRARY PROGRAM ROOM EXPANSION

Stakeholder Meeting

Zoom Virtual Meeting

May 21, 2020, 3:00 – 4:30 PM

Meeting Notes

Attendees: Darcy Paul, Dianne Thompson, Roger Lee, Michael Zimmermann, Benaifer Dastoor, Jennifer Weeks, Clare Varesio, Henry Sang Jr, Kiran Varshneya, Qin Pan, Jim Davis

Consultants: Jay Manzo, EHDD Architects
Lindsey Quinones, EHDD Architects
Jennifer Devlin, EHDD Architects

1. **Instructions**

There was a reminder that attendees can “raise a hand” to be able to speak during the meeting.

Vice Mayor Darcy Paul expressed his appreciation to City Staff for work on the project.

2. **Approval of Minutes – 4/23/20**

Kiran Varshneya made a motion to accept the 4/23/20 meeting minutes. Michael Zimmermann seconded. The motion passed unanimously.

3. **Project Update**

Michael Zimmermann provided a project update.

4. **Revised Concept Drawings (finishes and partitions)**

Jennifer Devlin and Lindsey Quinones provided a presentation about the revised concept drawings.

Possible donor opportunities were discussed. EHDD is showing a potential donor wall outside on the north side of the expansion.

5. Electrical and Technology Needs

Electrical and Technology needs were discussed where requests were made to have additional outlets, and consider ventilation, shades and lighting.

6. Fly-Through

EHDD provided a fly-through presentation of the room designs.

7. Stakeholder Input

Stakeholders asked questions and provided comments. The Cupertino Library Foundation shared a PowerPoint presentation with information about current programs offered and desired features in the new rooms.

8. Small Meeting Room Project

Information about the small meeting room project was provided. It is a separate County Library project that can work in parallel with the Library Expansion project.

9. Next Steps

A pre-proposal conference was held 5/20/20 for Design Build firms that may be interested in the Library Expansion project. It was attended by 7 to 8 general contractors and 7 architectural firms. EHDD will be providing final bridging documents on June 1, 2020. Design Build firm responses to the Request for Qualifications (RFQ) will be due in early June. In mid-June, the Request for Proposal (RFP) will be issued to the top-rated firms. The City will receive responses for the proposal at the end of July. In mid-August, Council will consider award to a Design Builder. It is expected the design will be completed by end of this calendar year, and construction would begin early next year. An expected completion deadline is December 2021.

10. Questions

Questions were addressed. City Staff and stakeholders provided thanks to EHDD and other stakeholders for work on the project.

Next Meeting: Email update in June 2020 instead of meeting