



**City of
Santa Clara**
The Center of What's Possible

Board of Library Trustees

Central Park Library, Board Room
2635 Homestead Rd.
Santa Clara, CA 95051

Special Meeting Minutes September 18, 2017, 6:30 p.m.

Trustees in Attendance

Stephen Ricossa
Lee Broughman
Jan Hintermeister
David Kyo

Trustees with Excused Absence

Ashish Mangla

Staff In Attendance

Hilary Keith, City Librarian
Paul Sims, Assistant City Librarian
Alan Kurotori, Director of Public Works

Public in Attendance

Tracy Wingrove, Library Foundation and Friends

Matters for Council Action: The Board of Library Trustees recommend that the Mission Branch Library Remodel project be awarded to the lowest responsive bidder and that Council appropriate the funds to cover the base bid and bid alternates taking into account the original capital budget for the project was established three years ago.

1. Trustee Ricossa called the meeting to order at 6:32 p.m.
2. The Director of Public Works presented the current status of the Mission Branch Library Remodel. A staff recommendation on the project will be presented to the City Council on September 26, 2017.

The bids exceeded the construction budget from the consultant's engineers' estimate by \$1.3 million. The proposed recommendation by staff is to reject all bids, evaluate the discrepancies between the construction estimates and the contractors' bids, and put it out to bid again in Winter or early Spring.

Historically, construction bids have come in lower during Winter and Spring months yet there is no guarantee. After rejecting the bids, City staff and the project consultants will have an opportunity to review in more detail what caused the difference between the construction cost estimates and contractors' bids. This information will assist with repackaging the project.

3. The Executive Director of the Library Foundation & Friends shared that they had placed significant efforts into fundraising, including hiring a consultant, and that delaying the project would impact their efforts.
4. The Library Board of Trustees asked questions about the Public Works Department's bidding and selection process and the potential cost escalation of rebidding.
5. Trustee Broughman made a motion that the Board of Library Trustees strongly recommend to City Council that the Mission Branch Library Remodel project be awarded to the lowest responsive bidder and that Council appropriate the funds to cover the base bid and bid alternates taking into account the original capital budget for the project was established three years ago. Trustee Hintermeister seconded and the vote was unanimous.
6. Trustee Broughman made a motion to adjourn at 8:03 p.m.

Respectfully submitted,



Stephen Ricossa
Chair, Board of Library Trustees