



# REPORT TO COUNCIL

## City of Sacramento

915 I Street, Sacramento, CA 95814-2604  
[www. CityofSacramento.org](http://www.CityofSacramento.org)

CONSENT  
**April 21, 2009**

**Honorable Mayor and  
 Members of the City Council**

**Title: Agreement: Valley Hi/North Laguna Library Project (B13000800)**

**Location/Council District:** 7320 Cotton Lane, District 8

**Recommendation:** Adopt a **Resolution** authorizing the City Manager or the City Manager's designee to execute a memorandum of understanding between the City of Sacramento and the Sacramento Public Library Authority (Library Authority) to reimburse the Library Authority for the purchase of the opening day materials collection services in an amount not to exceed \$750,000.

**Contact:** Jeff Blanton Associate Architect, 808-8423; Cynthia Kranc, Facilities Manager, 808-2258

**Presenters:** None

**Department:** General Services

**Division:** Facilities and Real Property Management

**Organization No:** 13001541

### **Description/Analysis**

**Issue:** The City of Sacramento has a project requirement to purchase the opening day materials collection services for the Valley Hi/North Laguna Library (Library). The opening day materials collection includes but is not limited to books, DVD's, and audio books.

**Policy Considerations:** The Library project was included in the 2006 Community Reinvestment Capital Improvement Program (CRCIP) approved by City Council on February 7, 2006.

**Committee/Commission Action:** None

### **Environmental Considerations:**

**California Environmental Quality Act (CEQA):** The current project has



been determined to be exempt from the requirements of CEQA under Section 15061(b)(3), which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. This report involves only the purchase of the opening day materials collection. Therefore, it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

**Sustainability Considerations: None**

**Rationale for Recommendation:** The Library is moving from 5,800 square feet in a strip mall to a new building that will offer 20,000 square feet of space for programs, services, and collections. The current collection of about 40,000 volumes requires updating and cleanup in preparation for moving to the new location. In developing collections of this size, libraries regularly rely on vendor assistance in the selection, cataloging and processing of the materials. These materials will be stored by the vendor and delivered directly to the branch, in rough shelf order as part of the move-in process to the new facility.

On August 8, 2008, a Request for Proposal (RFP) was issued by the Library Authority to provide the opening day materials collection services for the Library. The RFP was posted on the contracting opportunities websites of the Library Authority, the City of Sacramento, and the County of Sacramento. Additionally, five vendors that had been identified as major library materials vendors were invited to participate. Baker & Taylor was selected as most qualified vendor for providing the opening day collection. On September 25, 2008, the Governing Board of the Sacramento Public Library Authority adopted Resolution No. 08-46, approving a contract with Baker & Taylor for the opening day materials collection services for the Library.

**Financial Considerations:** The total approved project budget for the Library is \$18,063,872. The purchase of the opening day materials collection services is included in the project budget. Sufficient funds from the 2006 Community Reinvestment Capital Improvement Program (CRCIP) bond issuance (Fund 3004) are available in the project budget to reimburse the Library Authority for the purchase of opening day collection materials services in an amount not to exceed \$750,000.

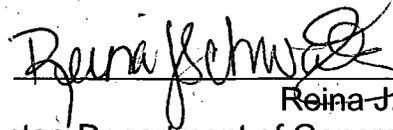
**Emerging Small Business Development (ESBD):** Baker & Taylor is not certified as an emerging/small business firm.

Respectfully Submitted by:



Cynthia Kranc  
Facilities Manager

Approved by:



Reina J. Schwartz  
Director, Department of General Services

Recommendation Approved:



*OK*  
Ray Kerridge  
City Manager

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**Attachment 1**

**BACKGROUND INFORMATION**

- On October 11, 2005, City Council authorized the City Manager to identify projects for 2006 Community Reinvestment Capital Improvement Program (CRCIP) bond issuance. The Library was included in the approved 2006 CRCIP bond issuance and is funded with non-taxable bond dollars which requires a completion by June 30, 2009.
- On January 23, 2007 City Council adopted Resolution No. 2007-047 awarding a professional services agreement to Noll & Tam Architects for architectural services in the amount of \$1.082 million for the Library. The interior design, selection, and specification of furniture consistent with the City of Sacramento's furniture guidelines was part of that agreement.
- On March 20, 2007, City Council adopted Resolution No. 2007-166, suspending competitive bidding and authorizing the implementation of a qualification and selection process to hire a design-assist team to complete construction of the Library.
- On December 4, 2007, City Council adopted Resolution No. 2007-883 appropriating \$1.5 million to the project for construction of a signalized intersection at Bruceville Road and Cotton Lane, and a portion of Cotton Lane to provide access to the Library.
- On February 26, 2008, City Council adopted Resolution No. 2008-104 awarding a design-assist construction contract for the construction of the Library to Sundt Construction Company for the guaranteed maximum price of \$10,043,212.
- On February 17, 2009, City Council adopted Resolution No. 2009-087 authorizing the use of U.S. Communities Contract No. RQ07-878957-20 with Knoll c/o Hogue & Associates through US Communities for the purchase of library furniture in an amount not to exceed \$140,322 for the Library.

## **RESOLUTION NO. 2009-XXXX**

Adopted by the Sacramento City Council

**April 21, 2009**

### **APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SACRAMENTO AND THE SACRAMENTO PUBLIC LIBRARY AUTHORITY FOR REIMBURSEMENT OF THE PURCHASE OF THE OPENING DAY MATERIALS COLLECTION SERVICES FOR THE VALLEY HI/NORTH LAGUNA LIBRARY PROJECT (B13000800)**

#### **BACKGROUND**

- A. On August 8, 2008, a Request for Proposal (RFP) was issued by the Library Authority to provide the opening day collection for the Library. The RFP was posted on the contracting opportunities websites of the Library Authority, the City of Sacramento, and the County of Sacramento. Additionally, five vendors that had been identified as major library materials vendors were invited to participate.
- B. Baker & Taylor was selected as the most qualified vendor to provide the opening day materials collection services for the Valley Hi/North Laguna Library.
- C. On September 25, 2008, the Governing Board of the Sacramento Public Library Authority adopted Resolution No. 08-46, approving a contract with Baker & Taylor for the opening day materials collection services for the Valley Hi/North Laguna Library.

#### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. The City Manager or the City Manager's designee is authorized to execute a memorandum of understanding between the City of Sacramento and the Sacramento Public Library Authority to reimburse the Sacramento Public Library Authority for the purchase of the opening day materials collection services in an amount not to exceed \$750,000.