



## Town of Atherton

### CITY COUNCIL STAFF REPORT

**TO: HONORABLE MAYOR AND CITY COUNCIL  
JOHN DANIELSON, INTERIM CITY MANAGER**

**FROM: DUNCAN L. JONES, PUBLIC WORKS DIRECTOR**

**DATE: FOR THE MEETING OF FEBRUARY 16, 2011**

**SUBJECT: APPROVE GROUP 4 ARCHITECTURE RESEARCH +  
PLANNING, INC. AS THE ARCHITECT FOR THE NEW  
ATHERTON LIBRARY CONCEPT PHASE**

#### **RECOMMENDATION:**

Approve the selection of Group 4 Architecture Research + Planning, Inc. as the Architect for the concept phase of the new Atherton Library.

#### **INTRODUCTION:**

The Request for Proposals for Phase 1 of the new Atherton Library was issued on December 16, 2010, with proposals due on January 24, 2011. The Atherton Library Building Selection Committee was approved by Council at the January 19, 2011 meeting.

#### **ANALYSIS:**

Twenty-three (23) proposals were received. The Selection Committee reviewed all proposals and short-listed six firms for interviews. The interviews were conducted on February 9, 2011. The Selection Committee made their recommendation of the top three firms in rank order. Council is asked to approve the recommendation of the Selection Committee as follows:

1. Group 4 Architecture Research + Planning, Inc.
2. Leddy Maytum Stacy Architects
3. Siegel & Strain Architects

After approval, Town and Library staff and the Atherton Library Building Steering Committee (ALBSC) will commence negotiations of the scope of work and fee with the top ranked firm, Group 4 Architecture Research + Planning, Inc.. If a reasonable scope and fee cannot be negotiated with the top ranked firm, negotiations will commence with the next ranked firm. A Design Services Agreement will be brought to Council for approval at the March 2011 meeting.

**FISCAL IMPACT:**

There is no fiscal impact of this action. The cost of the Conceptual Design Services phase of work will be determined for the March 2011 Council meeting.

Prepared By:

Approved:

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Duncan L. Jones, P.E.  
Public Works Director

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John Danielson  
Interim City Manager