



Recommendation for Action

File #: 21-3798, **Agenda Item #:** 24.

1/27/2022

Posting Language

Authorize negotiation and execution of a contract with Group 4 Architecture, Research + Planning, Inc. to provide comprehensive strategic planning, for one year in an amount not to exceed \$475,000.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department

Financial Services Department.

Client Department(s)

Austin Public Library.

Fiscal Note

Funding is available in the Fiscal Year 2021-2022 Operating Budget of Austin Public Library.

Purchasing Language:

The Financial Services Department was issued a Request for Proposals (RFP) 8500 ALD3028 for these services. The solicitation issued on July 8, 2021 and it closed on August 12, 2021. The recommended contractor submitted the only responsive offer. A complete solicitation package, including a log of offer received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link:

[Solicitation Documents](#)

https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=135144.

For More Information:

Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Al Drayton, at 512-974-2298 or alfonso.drayton@austintexas.gov

<mailto:alfonso.drayton@austintexas.gov>.

Additional Backup Information:

The contract is for an experienced contractor to develop a comprehensive strategic plan for the Austin Public Library (APL). The comprehensive strategic plan will be comprised of a Strategic Plan and Facilities Master Plan. The plan shall ensure that the APL has the space, tools, and technology necessary to create a world-class customer service experience, be flexible and responsive to changing needs and meet the needs of each library's unique communities.

An evaluation team with expertise in this area evaluated the offers and scored Group 4 Architecture, Research + Planning, Inc., as the best to provide these services based on project concept and strategy, background and prior experience, personnel qualifications, work plan, business organization, price proposal, local business,

and service-disabled veteran business enterprise.

A successful outcome from this project shall ensure that the library has the space, tools, and technology necessary to create a world-class customer service experience for its users, align with the six strategic outcomes as defined in strategic direction 2023.

Strategic Outcome(s):

Culture and Lifelong Learning.