



Takoma Park City Council Meeting – July 27, 2022 Agenda Item 5

Voting Session

Single Reading Ordinance Authorizing the City Manager to Execute Contracts Related to the Outfitting of the Leased Space Associated with the Library Redevelopment Project

Recommended Council Action

The City of Takoma Park, Office of the City Manager recommends that the City Council provide the City Manager with the authority to execute up to \$200,000 in contracts related to the outfitting of the leased space associated with the Library Redevelopment Project.

Context with Key Issues

The Library Redevelopment Project (the Project), which includes the demolition of the existing library, construction of a new 12,000 square foot library and renovation of the Recreation Department and City TV, will require that staff relocate from the affected areas to an offsite location. The offsite location is necessary to ensure that the City is able to maintain a high level of service during the demolition, construction and renovation. It is the City's intent for the library to operate at a nearly full programming capacity for the 18-months during which the Project will take place. Library services will mostly operate from the offsite location with some mobile programming. Recreation will maintain programming at the Community Center and New Hampshire Recreation Center with some office space at the leased offsite location.

The City is in the final stages of its evaluation of possible offsite locations. Each of the locations will require modifications in order to meet the staff and program needs of the relocated departments. Modifications include, but are not limited to: telecommunication, electrical, and security additions, as well as the installation of walls and partitions, painting, minor physical repairs and furniture rental. The modification details are dependent on the City's choice of location, as well as the final layout. Modifications may also occur in phases that correspond with the construction schedule and the interruption of services at the Community Center.

In order to adhere to the Project schedule, the relocation must be complete by the end of August 2022. The location and final layout will not be determined before the Council recess which begins in August. The timing of the recess and Project schedule will not allow for each component of the relocation and modification to be considered separately, thus the City requests that the City Council provide the general authority to the City Manager to execute up to \$200,000 in contracts related to the outfitting of the leased space associated with the Library Redevelopment Project.

Council Priority

A Livable Community for All; Engaged, Responsive, Service-Oriented Government

Environmental Considerations

N/A

Fiscal Considerations

The expected cost of the modification is estimated to be less than \$200,000. A total of \$200,000 is included in the existing \$13.8 million Project budget.

Racial Equity Considerations

The relocation of the Library and Recreation Departments will likely be to a leased space in Ward 6. The relocation will allow for the expansion of City services in one of the City's more diverse Wards.

Attachments and Links

Draft ordinance

Introduced by:

Single Reading:

CITY OF TAKOMA PARK, MARYLAND

ORDINANCE NO. 2022-

CONTRACTS RELATED TO OUTFITTING OF THE LEASED SPACE ASSOCIATED WITH THE LIBRARY REDEVELOPMENT PROJECT

WHEREAS, the Library Redevelopment Project will require the relocation of the Library and Recreation Departments; and

WHEREAS, the City intends to maintain its Library and Recreation Department programming during the demolition, construction and renovation of the Library and Community Center; and

WHEREAS, the Library and Recreation Department intend to occupy a temporary facility that will be leased for a minimum term that is consistent with the expected duration of the Library Redevelopment Project; and

WHEREAS, the leased location will require modifications that include but are not limited to telecommunication, electrical, and security additions, as well as the installation of walls and partitions, painting, minor physical repairs and furniture rental; and

WHEREAS, the relocation of the Library must occur by approximately August 31, 2022 in order to adhere to the construction schedule; and

WHEREAS, City Council intends to recess in August 2022 until mid-September and the timing of the recess and Project schedule will not allow for each component of the relocation and modification to be considered separately; and

WHEREAS, the City Council would like to ensure that the Project construction timeline is not interrupted; and

WHEREAS, the \$13.8 million dollars budgeted for the Library Redevelopment Project includes a total of \$200,000 for modifications to temporary leased space.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

SECTION 1. The City Manager is authorized to execute up to \$200,000 in contracts related to the outfitting of the leased space associated with the Library Redevelopment Project.

SECTION 2. This Ordinance shall become effective upon adoption.

ADOPTED this _____ day of July, 2022 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: