

Memorandum #09-98

To: Doug Russell, City Manager
From: Kathy Jacobs, Yankton Community Library Director
Subject: Authorization to Hire Architect for Consultation on Building
Date: June 1, 2009

The Yankton Community Library Building Task Force recently interviewed the three local architects with the intent to recommend to the Yankton Community Library Board of Trustees an architect who would be hired to provide the following services:

1. Review the condition of the existing library building and site to determine the feasibility of expanding the library on this site. A written report will cover these findings.
2. Review space needs in the current library facility and determine future space needs of a library for a community the size of Yankton. This will require spending time with the Building Task Force, the Library Board of Trustees and the library staff.
3. Review other potential site locations if it is determined that remodeling/building cannot take place on the current site.
4. Design of a preliminary building plan for a new or remodeled facility. This will require a compilation of the space needs with the end result being a schematic building plan for renovation of the current facility or a new facility, whichever is deemed most feasible. Large scale colored site plans, floor plans and exterior views of the remodeled/new building will be provided to the Task Force and Board for their use in educating the public as to the state of the current library facility and the future of the Yankton Community Library.
5. Assist the Task Force and Library Board in presenting the project to the public.

On May 27, 2009, the Building Task Force, in a unanimous vote, recommended to the Library Board of Trustees that Jim Schramm Architect, LLC, be awarded this contract for a fee of \$10,000. This fee does not include land survey and geotechnical services which will be required to complete the project.

Any payments for services performed in 2009 will be paid through a reallocation of the library's 2009 budget. In the 2010 Capital Improvement budget, I have requested \$15,000 be allocated for this contract, and the potential land survey and soil testing. If this project progresses and Mr. Schramm is selected as the architect for a building or remodeling project, he will credit 50% of the aforementioned fee towards his architectural fee.

The Library Board of Trustees voted to recommend Mr. Schramm to the City Commission for approval to proceed with this project.

Therefore, City Staff recommends that the Yankton City Commission authorize the hire of Jim Schramm Architect, LLC to complete this project.


Respectfully submitted,

Kathy Jacobs
Kathy Jacobs

Director of the Yankton Community Library

Recommendation: It is recommended that the Yankton City Commission authorize the hire of Jim Schramm Architect, LLC to complete this project.

I concur with this recommendation
 I do not concur with this recommendation



Doug Russell
City Manager