

Mountain View Library

Pre-Design, Design, Bidding, and Construction Timeline Summary 2023-2024

History

Timberland Regional Library (TRL) had been looking for land to purchase in the Randle area for many years that would work for a library location. The basic needs for a location were that it needed to be located out of a flood zone, close to the highway for access and amenities as well as for efficiency for courier services, and ideally located close to the school and other services in the area.

In 2019, at the request of Lewis County Trustee Brian Zylstra, the Board of Trustees earmarked \$1 million dollars to go towards building a new library in Randle.

Timeline

- 2019-2020 – Operations Director began inquiries and searching for property in the Randle area for suitable property for a library location.
- 2020 – Contacted a local real estate agent whose name had been shared by a local Library Manager. Made contact, and asked about any property that was for sale along Highway 12, and close to the school.
- 2020-2021 - Received information that a property in the desired location was possibly for sale.
 - Operations Director Brenda Lane, Deputy Director Kendra Jones, and Public Services Manager Morgan Sohl met with the local relator to discuss property details.
 - Shared information and provided updates at meetings with Facilities Committee and Board of Trustees who directed staff to move forward with property purchase.
 - Began working with the seller to purchase property. As the property was currently not listed for sale, the seller asked for time to get their property and affairs in order to sell. TRL agreed.
 - Over the next 15 months, Operations Director and Executive Director provided updates at Facilities Committee and Board of Trustees meetings and in official written communications.
- August 2022 - Began work on RFQ for Architectural Design services.
 - RFQ advertised.
 - Bids Received.
 - Completed non-required interviews of final applicants.
 - Presented Architectural Design contract to Board of Trustees for approval.
 - Awarded contract.
- Began Pre-design meetings with Architect.
 - Met to review budget, size, design style, and ideas.
 - Continued to meet every 4-6 weeks with TRL design team and Architects on basic design and size.
 - Site visit with TRL team to review first phase designs and tour libraries for inspiration.

- Received first draft of design.
- **January of 2023 completed purchase of the property.**
- February - June 2023
 - Approved Pre-Design
 - Surveys begin and completed – GEO, Water, Electrical, Septic, Engineering reports received and reviewed. Permits, WDOT, and other required inquiries begin.
 - TRL Team met to review draft plans for final design/scale input.
 - Final pre-design approved.
 - Moved to cost estimation.
- June 2023
 - Design sent to cost estimators for initial project cost estimation.
- July - August 2023
 - Review first cost estimation
 - Received preliminary cost estimation and began modifications and adjustments to design to reduce costs, and materials.
 - Additional items requested by Board member. Project pauses as inquiries into solar, green materials/build, halt any forward movement in case direction changes.
- September 2023
 - Final Estimation submitted & received.
 - Continue with design modifications, working with Architect and Civil Engineering.
- November 2023
 - Approve final design.
 - Send to Civil Engineering for final design and construction changes.
 - Permitting - Receive Final Review and Approval– (still waiting for Lewis County to review and comment).
 - Began Civil Engineering modifications to parking lot.
 - Pull back bid opening as final permitting and documentation is not ready.
 - Revise timeline
- December 2023
 - Complete Civil Engineering modifications
 - Finalize timeline and bid opening.
 - Bid Documents Available 1st ad publish date – December 27, 2023
 - Pre-Bid Conference: January 3, 2024 (2nd ad publish date)
 - Last request for substitution due: 7 days prior to due date of bids
 - Last request for information due: 7 days prior to due date of bids
 - Bid Due Date: January 17, 2024, by 2:00 pm local time.
 - Sub-Contractors List Due 1 hour after bids is due.
 - **Bid Opening: January 17, 2024, 3:00 pm local time, Service Center, Tumwater**
 - List of structural steel installers and rebar steel installers due January 19, 2024, 2 pm
 - Notice of Intent to Award: Within 7 days after bid due date.
 - Notice to Proceed: Within 14 days after due date of Notice to Proceed
 - Site/Building Available: On or around the date of Notice to Proceed
 - Substantial Completion, Temporary Certificate of Occupancy and Owner Move-in date: December 21, 2024
 - Estimated Final Completion (punch lists) date: January 15, 2025

Next Steps:

- TRL Board of Trustees will receive a recommendation from the Facilities Committee at the January 24, 2024 meeting to approve the Mountain View Library Construction Project.
 - Upon approval, the contract will be awarded to the most responsive bidder and the project will be underway!
- Revised Project Timeline Developed
 - A more accurate timeline will be developed and shared with the community after TRL meets with the chosen Contractor.
- Communication Plan Begins
 - Regular communication will continue throughout the project in social media, news releases, and emails to patrons and local community members.
 - Mountain View Library construction progress and updates will be posted to the Mountain View Library Construction webpage located on the TRL website,