



Administrative Report

H.8., File # 26-0283

Meeting Date: 3/3/2026

To: MAYOR AND CITY COUNCIL
From: ANDREW WINJE, PUBLIC WORKS DIRECTOR

TITLE

APPROVE PLANS AND SPECIFICATIONS FOR THE VETERANS PARK HISTORIC LIBRARY AND COMMUNITY CENTER - EXTERIOR ACCESSIBILITY IMPROVEMENTS, JOB NO. 20900, AND AUTHORIZE THE CITY CLERK TO ADVERTISE THE PROJECT FOR COMPETITIVE BIDS

EXECUTIVE SUMMARY

The Veterans Park Historic Library Upgrades, Job No. 20900 Project is designed to complete exterior accessibility improvements to the Veterans Parks Historic Library and Community Center and received funding as part of the Fiscal Year 2025-26 Capital Budget.

The plans and specifications for the Project are ready for competitive bidding and are available for review at the Plans and Specifications Review Area located behind the Engineering permit counter at City Hall. The Engineer's estimate for construction of the Project is \$838,889, with a total project cost estimate of \$1,023,889, which includes a standard contingency and costs of construction management and inspection. Construction is expected to begin in May of 2026 and take a few months to complete.

BACKGROUND

The Veterans Park Historic Library and Community Center facility is an 11,400 square foot landmark building listed on the National Register of Historic Places. It served as the City's Main Library from 1930 through 1991. In January 1991, the building incurred substantial seismic damage as a result of the Sierra Madre earthquake, forcing its closure to the public. In late 1991, the City Council approved the repurposing of the facility as a banquet and events center and initiated plans for construction of a new library facility adjacent to the Civic Center. The former main library building was renamed the Veterans Park Historic Library & Community Center and was renovated to include seismic upgrades and an historic restoration to accommodate its new use.

Following completion of the renovation in 1995, the City entered into a catering and management operation agreement with Spectrum Catering, commencing in 1996. This contract was renewed in 2013 and remained active until its expiration on October 31, 2020. At that time, the facility was closed due to the COVID-19 pandemic and the vendor elected not to pursue a renewed contract. In an effort to secure a new, qualified concessionaire, the City undertook a multi-year effort that included a formal Request for Proposals (RFP) and extensive negotiations regarding the preferred use of the facility that balances community access and private use. On October 7, 2025, the City entered into a concessionaire agreement with MBM Hospitality, Inc. (MBM), which outlined a series of interior facility improvements that MBM would be required to complete prior to the reopening of the facility, with exterior improvements being the responsibility of the City.

The City’s contribution toward exterior improvements includes ADA enhancements to ensure accessible entry to the facility at the main entrance, the northern parking lot, and lower-level entrance, along with replacement of the western stairwell from the second level. Other building improvements already completed by the City include plumbing repairs, replacement of windows, reroofing, and elevator upgrades.

The plans and specifications for the exterior accessibility Project have been prepared and are ready for City Council approval and authorization for competitive bidding. The solicitation process will be followed by a recommendation for award of contract, scheduled for April 2026, and construction which is anticipated to begin in May 2026.

COORDINATION

The Project has been coordinated with the Community Services Department and the Public Works Department with assistance from the Community Development Department’s Building Division.

FISCAL IMPACT

The total cost estimate for the Project is \$1,023,889, which is within the allocated CIP Budget for FY 2025-26.

| <u>Funding</u> | | <u>Expenditures</u> | |
|--|--------------------|------------------------------|--------------------|
| Veterans Park Historic Library Upgrades #20900 | \$ 850,000 | Constr. Estimate | \$ 838,889 |
| Additional Prop A Monies | \$ 173,889 | Contingency per APP 14.01 | \$ 125,000 |
| | | Inspection and CM | \$ 60,000 |
| | | | |
| Total | \$1,023,889 | Total | \$1,023,889 |

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Project Map - Veterans Park Historic Library Upgrades, Job No. 20900