

WELLS BRANCH COMMUNITY LIBRARY

# LANDSCAPE PROJECT TIMELINE

## PLANNING & DESIGN (DURING BUILDING RENOVATION)

### JUNE 2026: RFP APPROVED AND POSTED FOR 60 DAYS

- Early June – Draft RFP shared with Board members for review before meeting
- **June 9 – Board Meeting.** Landscape Committee presents RFP draft for approval/feedback.
- June 10 – Post approved RFP to website and email it to companies

### AUGUST 2026: SELECT LANDSCAPE DESIGN COMPANY

- August 9 – 60 days from posting. Proposals due.
- August 10 – Landscape Committee Meeting to discuss proposals
- **August 11 – Library Board Meeting** to select Landscape Design company
- Mid-August – Contracting/hire landscape design company

### MID-AUGUST TO SEPTEMBER 2026: DESIGN PHASE

- Landscape Committee meets with selected design company
- Site analysis
- Layout of seating, gathering, and programming spaces
- Shade, pathways, and accessibility planning
- Plant palette + material selection
- Mid September: Preliminary design plan and cost estimates to Committee for feedback
- September 30: Revisions to plan based on Landscape Committee feedback.

### OCTOBER 2026: FINALIZE DESIGN AND LIBRARY BOARD APPROVAL

- Construction Documents Prepared:
  - Final detailed drawings
  - Irrigation, drainage, and electrical plans
  - Bid-ready specifications for landscape installation
- Share Landscape Design Plans with:
  - MUD Board Committee for initial feedback.
  - Library Board members in board packet before October Meeting.
- **Library Board Meeting to discuss landscape design.** If revisions are needed, additional Board meeting in November will be required.

### NOVEMBER 2026: MUD BOARD APPROVAL + INSTALLATION RFP DRAFT

- Landscape Committee prepares RFP for Landscape Installation

- **Mid-Nov – Potential Library Board Meeting** if needed for approval of revised design and Landscape Installation RFP
- **Nov 17 – Present design to MUD Board for approval**
- Nov 18 - Post RFP for Landscape Installation on library website.

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## **DECEMBER 2026 - JANUARY 2026 – SELECT INSTALLATION COMPANY**

- January 17: End of 60 day posting window for landscape design implementation bids
- January 19: Landscape Committee meeting to discuss/evaluate bids
- Landscape Committee shares bids and recommendation with Board
- **January Board Meeting (After January 18): Select Landscape Implementation Contractor**
- Late January: Contract/Hire landscape implementation contractor

## **IMPLEMENTATION (AFTER RENOVATION COMPLETION)**

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### **FEBRUARY 2027 – PRE-INSTALLATION**

- Permits
- Order materials
- Final scheduling and coordination

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### **MARCH – MAY 2027 – INSTALLATION/CONSTRUCTION**

- Site preparation
- Hardscape installation (paths, seating areas)
- Irrigation + drainage systems
- Planting and finishing

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### **MAY – JUNE 2027 – PROJECT COMPLETION AND OPENING READY**

- Final walkthrough
- Punch list completion
- “Grand Reopening” including the new grounds.
- Open for public use and programming
- Launch summer program with new outdoor options for play/recreation/learning

**BY HIRING A LANDSCAPE DESIGNER IN MID-2026, WE ENSURE THE OUTDOOR SPACE IS THOUGHTFULLY PLANNED, COMPETITIVELY BID, AND READY TO OPEN ALONGSIDE THE RENOVATED LIBRARY IN SPRING 2027.**

**If design hiring is delayed until 2027:**

- Designer selection + design: Jan–April 2027
- Bidding: June –July 2027
- Construction: Summer (heat constraints)
- **Completion shifts to Fall/Winter 2027**