

PLANNING FOR A 21ST CENTURY LIBRARY

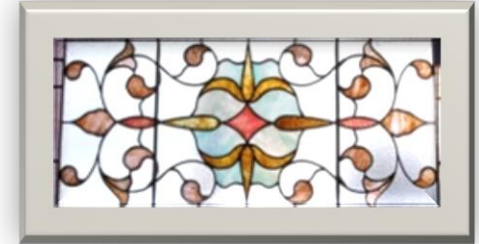


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J. V. FLETCHER LIBRARY
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THE GRANTS

Planning & Design Matching Grant

- Awarded \$50,000 in 2014
- Spanned two years – 2014-2016
- A “stepping stone” grant



Public Library Construction Project Grant

- Application submitted for January 26, 2017
- Competitive, multi-year award cycle by the Massachusetts Board of Library Commissioners
- Potential \$7.85 million award and construction in approximately 2021-22, pending future Town votes

Thirty years after the most recent library addition, the current library is constrained to find the space to put “the public” in the public library!









THE BACK-STORY

Since **2001**, the Library Trustees have been engaged in long-term planning for future space enhancement :

- 2001 -** Space Re-Allocation Study conducted
- 2006 -** Tied into the Town Septic System
- 2008 -** Initial meeting with the PTBC
- 2009 -** Toured new Library Buildings began LBP
- 2012 -** Completed mandatory Community Survey and submitted the Library 2014-2018 Long Range Plan to MBLC
- 2014 -** With Town Meetings' approval/support, applied for and received a matching Planning & Design Grant
- 2017 -** After 4 Town Meeting votes, submitted MPLCP grant

THE NEED

Our current building footprint is inadequate to meet the needs of the residents who use it most, lacking:

-  An ample, imaginative, responsive Children's Area
-  Teen Space reflecting new technology and trends
-  Sufficient study, research and tutorial spaces
-  Collaborative working, conference and community gathering spaces
-  Family Bathroom with space for a caregiver, a stroller, a toddler and an infant
-  Space to rock a fussy baby
-  Energy-efficient, current building systems
-  Code- and safety-compliant public areas

A 21st Century facility able to respond to future trends and uses

THE NEED: MEETING AND PROGRAMMING SPACES




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THE NEED: CHILDREN'S, YA & COLLECTION SPACES



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THE USAGE

-  **882** daily visitors
-  **1,300+** daily checkouts
-  **314** days open per year
-  **1,899** Meeting Room bookings per year
-  **471** Library Programs attended by **16,402**
-  **38,594** items in a single month's (July '15) highest circulation
-  **409,356** items circulated annually

A Community Asset

One of the **highest** Summer Reading Program registrations in the Commonwealth, with one of the **largest** Friends groups

THE LIBRARY FACILITY NEEDS COMMITTEE

From December 2014, the Library Facility Needs Committee met 36 times to achieve the targets of the Planning & Design Grant. The Library Facility Needs Committee has:

- 📖 Completed a comprehensive MBLC Library Building Program
- 📖 Hired an Owners Project Manager and the Architectural Firm
- 📖 Considered 5 alternate sites
- 📖 Considered multiple design options
- 📖 Conducted surveying, wetlands delineation, test boring and geo-technical testing
- 📖 Conducted a Hazardous Materials Survey
- 📖 Hired two independent Cost Estimators to calculate estimated project costs
- 📖 Met with multiple Town Boards, Technical Review Staff and Commissions

THE LFNC PLANNING CALENDAR











ACTIVITY	2015				2016								2017		
	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	OCT	JAN	JUNE	DEC	
Library Facility Needs Committee Meeting 7pm	9-Sep														
Review Logistics															
Discuss Approach to Alternate Sites															
Library Facility Needs Committee Meeting 7pm	23-Sep														
Review Program															
Alternate Site Analysis															
Library Facility Needs Committee Meeting 7pm		14-Oct													
Review Programming Diagrams, Adjacencies															
Site Analysis															
Library Facility Needs Committee Meeting 7pm		28-Oct													
Present Architectural Concepts/Options															
Site Analysis		X	X	X											
Library Facility Needs Committee Meeting 5pm			18-Nov												
Present Preferred Architectural Concept															
Library Facility Needs Committee Meeting 7pm				16-Dec											
Design Review															
Library Facility Needs Committee Meeting 7pm					13-Jan										
Final Presentation															
Library Facility Needs Committee Meeting 7pm						10-Feb									
Schematic Design Review															
Library Facility Needs Committee Meeting 7pm						24-Feb									
Review Cost Estimate															
Complete Preliminary Cost Estimates				X	X	X									
Complete Schematic Design		X	X	X	X	X									
Library Trustees Approve Schematic Design															
Library Facility Needs Committee Meeting 5pm							7-Mar								
Submit Third (Final) Grant Payment Request							16-Mar								
Submit Schematic Design to MBLC								1-Apr							
Library Facility Needs Committee Meeting								1-Apr							
Meetings with:								27-Apr							
Capital Planning Committee		23-Oct													
Water Department			X												
OPM, Director Meet with Building Inspector			18-Nov												
Historical Commission 7:30 pm			18-Nov												
Conservation Commission (RDA)					9-Dec										
Disability Commission					10-Dec										
Planning Board/MPIC					21-Dec										
Technical Review Committee (Internal)						20-Jan									
Town Center Parking Committee						20-Jan									
Friends of the J. V. Fletcher Library, Inc.															
Disability Commission Site Tour								21-Apr							
Permanent Town Building Committee								28-Apr							
Board of Selectmen									23-May						
Abutters Reception									24-May						
Present Conceptual Design at Town Annual Strategic Planning Retreat									23-May						
Design Open House										16-Jun					
Planning and Design Grant End Date										6/16-8/16					
Final Planning and Design Grant Report Due										6/30/16					
Submit Letter of Intent to Apply for Massachusetts Public Library Construction Project Grant											10/7/16				
Present Design at 2016 Fall Town Meeting											10/7/16				
Article to "Accept Design, and Apply For, Accept and Expend Grant Funds"											10/17/16				
Submit Mass Historical Commission Project Notification Form											10/17/16				
Massachusetts Public Library Construction Project Grant Application Due Jan 2017											X				
First Provisional Grant Awards Announced July 2017												X			
Local Funds to be Approved within 6 Months of EACH Award Announcement													X		

PLANNING & DESIGN GRANT DELIVERABLES

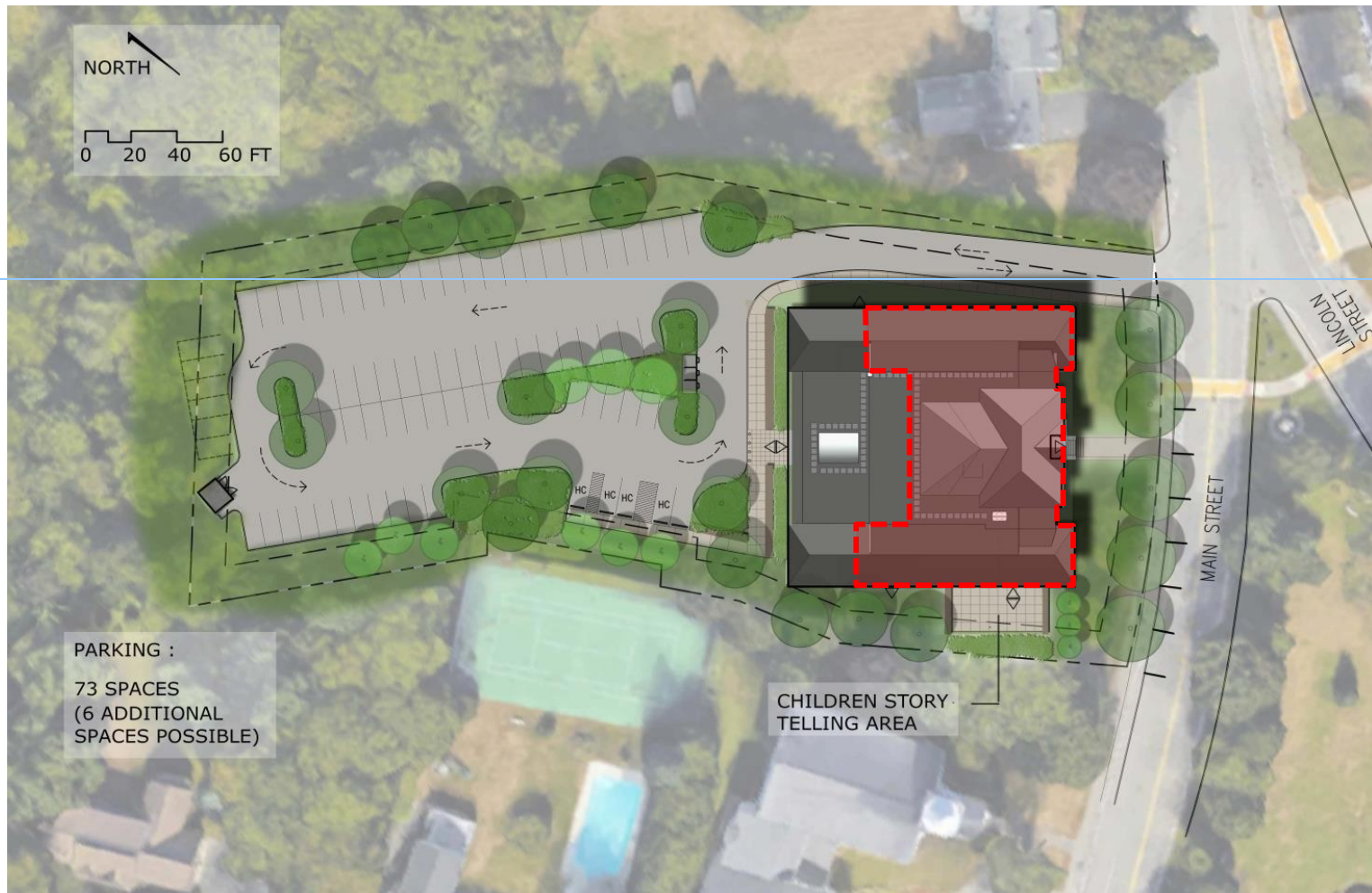
1. A library building program
2. **Schematic drawings and plans** (or more complete drawings as available) prepared by a Massachusetts registered architect, and bearing his or her stamp, including:
 - a. **Floor plan** with a complete furnishing and equipment layout.
 - b. **Elevations** as appropriate.
 - c. **Tabulation of square footages** called for in the library building program statement and comparison to the square footages shown on the architectural plans.
 - d. **Tabulations of the number of books, magazines and audio-visual materials** called for in the library building program in comparison to the square footages shown on the architectural plans.
 - e. **Tabulations of the number of seats and staff work spaces** called for in the library building program in comparison to the square footages shown on the architectural plans.
3. **Preliminary project budget**, prepared independently by an experienced professional cost estimator, based on the site plan, building plans and construction budget.
4. **Site plan** prepared by a Massachusetts registered architect with parking, grading, building location and designation of utilities (1" = 40 feet or larger).
5. **Geotechnical survey**, including soil boring and perc tests (as appropriate) certified by a licensed professional providing a thorough subsurface soil analysis to document the appropriateness of the site for construction and existing special conditions.
6. A **stamped topographic land survey**, completed within 15 years of the application, delineating boundary lines for entire site to be included in the library building project.
7. **Map** showing existing and, if different, selected future library site.
8. **Pictures** of site and building.

GRANTS & GIFTS, PAST & FUTURE

The Library has maximized the local tax dollar by pursuing two state-funded grants – the Planning & Design Grant [2014-2016] and the competitive Massachusetts Public Library Construction Program Grant for which Westford is waitlisted to receive just under \$8 million. The Westford Library has a strong history of gifts, donations, benefactors and grants:

-  1797 the Social Library was founded by 25 citizens
-  1859 the Social Library was donated to the Town
-  1873 the Agricultural Library was donated to the Town
-  1895 Jonathan Varnum Fletcher donated 75% of the funds to build a new library on the Common
-  1963 J. V. Fletcher's great grand-daughter Marian Winnek funded a basement Children's Room
-  1969 Renovation/addition funded by federal LSCA Title II grant
-  1979 Bookmobile funded by federal LSCA Title I grant
-  1988 Renovation/addition awarded MPLCP grant award
-  2007-12 Library Beautification funded by Friends of the Library fundraising
-  2017 Wait listed for MPLCP grant award

THE SITE



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LEVEL 1



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LEVEL 2



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LEVEL 3



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ADDITION BY LEVEL

PROPOSED PLANS

Area Plans



Level 1



Level 2

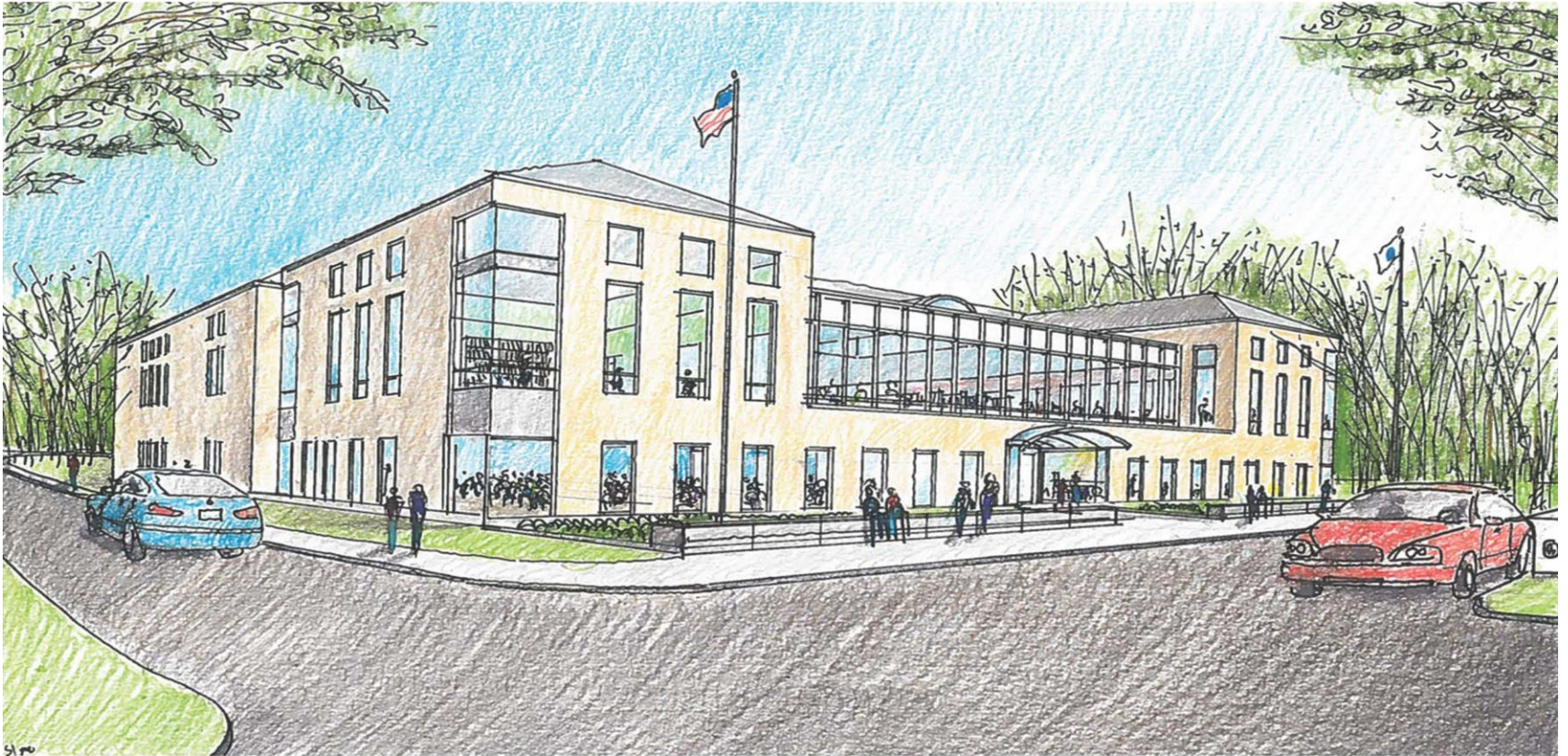


Level 3

Finegold Alexander Architects

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THE PROPOSED REAR ELEVATION



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USER BENEFITS

The proposed design devotes almost all new space to the public and to the residents who use it most. This design:

- 📖 More than doubles the space for Children
- 📖 Triples the space for young adults and emerging adults
- 📖 Doubles public meeting spaces
- 📖 Centralizes Circulation functions
- 📖 Increases silent and collaborative study options
- 📖 Offers improved technology
- 📖 Offers improved traffic flow & increased parking
- 📖 Offers flexible spaces to accommodate future trends and uses
- 📖 Is fully handicapped-accessible and meets current fire, safety and building codes

COMMUNITY BENEFITS

For the Community, this design offers:

-  Pre-K Child Literacy and Language Development Programs
-  Formal Education Support
-  School Library Collaboration (PS/PL Collaborative)
-  Home-schooling, Tutoring and Independent Schooling Support
-  Free Life-long Learning Opportunities
-  \$10.81 Return on each public library dollar invested
-  Job Seeking and Small Business Support
-  ESL and Literacy Support
-  Meeting space, Conference space and work space
-  Boost in property values

VIEWS OF THE 21ST CENTURY LIBRARY



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ESTIMATED PROJECT COST

Westford is currently #10 on the MPLCP Grant Wait List. Once a provisional grant award is announced in the future, Westford has a six-month window to approve funding via a ballot and Town Meeting vote. Assuming Westford may be wait-listed until 2021, four years of cost escalation is being projected and included in the budget. At that point, the library project cost breakdown is estimated to be:

Town Bond	\$12.6 M
MBLC Grant	\$ 7.8 M
Private Funds/CPA	<u>\$ 1.5 M</u>
Total Project Cost	\$21.9 M

The Town Bond would equal \$102.05 on the average, assessed household, or \$1.97 per week. Payment for this project should coincide with reductions in the Town's future debt schedule.