Palatine Public Library Facility Master Plan

Library Board Review Meeting
Master Plan Process

An interactive process designed to build on the best of the existing facilities, define needs, explore opportunities, evaluate multiple options, and integrate recommended improvements into a program of Capital Repairs

Overview
- Inputs
- Analysis
- Comparisons
- Estimates
- Recommendations

Main Library
- Challenges & Opportunities
- Options
- Evaluations

North Hoffman Library
- Challenges & Opportunities
- Options
- Evaluations

Rand Road Library
- Challenges & Opportunities
- Options
- Evaluations

Multiple Paths Forward
- Range of Costs
- All At Once
- Grouped
- Individual

Discussion
Developed from a Series of Inputs

- Existing Building Performance
- Emerging Service Trends
- Staff Visioning
- Community Conversations, Surveys, and Comments
Themes from the Public

- Need for more social/collaborative space
- Need for more meeting space for community groups
- Easy access to materials is an issue
- Need for more quiet spaces and overall noise reduction
- Access to updated technology is highly valued
- Interior spaces don’t flow well
**Staff Themes**

- **Extra space in the southeast corner of the second floor is underutilized.**
- **Café is hidden and placed next to a quiet area. It could be more popular if visible.**
- **Atria ("holes in the second floor") take up space and contribute to noise issues.**
- **Lighting is poor in many areas.**
- **The Info Services desk is far from the elevators and stairs.**
- **Staffing two technology desks is a resource drain.**
- **Digital media center is underutilized; increase visibility for greater awareness.**
- **We have a space for preschool kids and a space for teens, but elementary kids need their own interactive space.**
- **Given the community’s interests in sewing, crafts, and DIY projects, a maker space could be popular.**
Main Library

<table>
<thead>
<tr>
<th>Challenges &amp; Opportunities</th>
<th>Options</th>
<th>Evaluations</th>
</tr>
</thead>
</table>

November 14, 2018

PALATINE PUBLIC LIBRARY - FACILITY MASTER PLAN
Engberg Anderson Architects
First Floor
Existing Uses

1. Media Lab
2. New Materials
3. Large Print
4. Adult Fiction Collection
5. Teen Area
6. Holds/Reserves
7. Youth Services
8. Audio-Visual
9. Circulation Desk
10. Adult Non-Fiction
11. Periodicals
12. Collaborative Public Space
13. Quiet Reading Room
14. Study Rooms
15. Computer Zone & Lab
16. Floor Openings
17. Reading Area
18. Public Service Points
First Floor Challenges

Common challenges through out the building

*Finishes are worn, drab, uninspiring, and counter to the mission of the library and the current strategic plan.*

*Lighting is poor* with extensive examples of low light, uneven light, glare, inappropriate color rendition and maintenance issues.

*Access to power is limited*

*Layout is amorphous.* This limits the effectiveness of the building in meeting users need for a building that provides access to technology and provides functional inspiring spaces.

The most engaging spaces in the building are at the north end of the building looking out into the wooded area adjacent to the building.
First Floor Challenges

Noise/Acoustics

Acoustic issues include extensive transfer of sound from active zones to quiet zones. This creates challenges for various users on the First Floor - particularly the Children’s Services Area and Teen Area (active) and Large Print & Periodicals Areas (quiet).
First Floor Challenges

**Noise/Acoustics**

The active First Floor areas are directly below areas dedicated to quiet, focused effort. Sound is transmitted through a series of openings in the Second Floor. This imposes challenges for users of both spaces.

The nature of the separations between the three story time rooms limits their utility – there is no true acoustic separation between the rooms.
First Floor Challenges

**Overcrowded Spaces**

Portions of the first floor suffer from shifts in use without requisite shifts in space allocation or furniture selection and placement. The collections in the Adult Fiction area are closely spaced, housed on overly tall shelving sections, and lacking in character or identity.

The Children’s Services area lacks adequate space for primary collections and activities. Active Learning space is given over to various season uses associated with other age groups at multiple times over the course of a year, diminishing the learning opportunities available to users.
First Floor Challenges

Underutilized Spaces

Portions of the first floor suffer from shifts in use without requisite shifts in space allocation or furniture selection and placement. The Circulation Desk and Reserves/Holds Area are much larger than necessary for current or anticipated use. These offer opportunities to address space shortages elsewhere in the building.
First Floor Challenges

Lack of Connection from Entry to Library Spaces

The path to service zones is long, lacking in collection or activity space

The lobby is more a point of control than of arrival in spite of or because of the architectural forms

Some of the collections from dense barriers and obscure attractive seating areas, views or natural light

Area of congestion

Enclosed spaces, visual barriers of some sort, or visually inaccessible

Non-Public Areas
Second Floor
Existing Uses

1. Media Lab
2. New Materials
3. Large Print
4. Adult Fiction Collection
5. Teen Area
6. Holds/Reserves
7. Youth Services
8. Audio-Visual
9. Circulation Desk
10. Adult Non-Fiction
11. Periodicals
12. Collaborative Public Space
13. Quiet Reading Room
14. Study Rooms
15. Computer Zone & Lab
16. Floor Openings
17. Reading Area
18. Public Service Points
Second Floor Challenges

Common challenges through out the building

*Finishes are worn, drab, uninspiring, and counter to the mission of the library and the current strategic plan.*

*Lighting is poor* with extensive examples of low light, uneven light, glare, inappropriate color rendition and maintenance issues

*Access to power is limited*

*Layout is amorphous.* This limits the effectiveness of the building in meeting users need for a building that provides access to technology and provides functional inspiring spaces.

The most engaging spaces in the building are at the north end of the building looking out into the wooded area adjacent to the building.
Second Floor Challenges

**Noise/Acoustics**

The active First Floor areas are directly below areas dedicated to quiet, focused effort on the Second Floor. Sound is transmitted through a series of openings in the Second Floor including the circulation stair (active).

Acoustic issues include extensive transfer of sound from these First Floor active zones to the Second Floor quiet zones. This creates challenges for various users of the Second Floor Computer and Study areas (quiet).
Second Floor Challenges

**Overcrowded Spaces**

Portions of the second floor suffer from shifts in use without requisite shifts in space allocation or furniture selection and placement. The collections in the Adult Non-Fiction area are closely spaced, housed on overly tall shelving sections, and lacking in character or identity.
Second Floor Challenges

Underutilized Spaces

Portions of the second floor suffer from shifts in use without requisite shifts in space allocation or furniture selection and placement.

The Computer Area is not well laid out.
The reference desk is larger than necessary.
The enclosed Study Room is cramped and therefore doesn’t get sufficient use.
Periodicals is a declining collection so most of the shelving in this areas is empty.

All of these shortcomings offer opportunities to address space shortages elsewhere in the building.
Second Floor Challenges

Lack of Connection from Arrival to Library Services

The path to service is not necessarily long but it is not direct.

The orientation at the top of the stair is away from the collections, technology, public service points and group activity rooms.

The area of focus is on a space in front of the public restrooms, the door into the Board Room and (obliquely) the paths to Administration and the Quiet Reading Room.

Enclosed spaces, visual barriers of some sort, or visually inaccessible

Non-Public Areas
Main Library

Challenges & Opportunities  Options  Evaluations
First Floor

The Big Idea

1. Create a Sense of Arrival

Open a clear set of crossroad elements and create a “town square” area that connects the entry sequence to the primary First Floor services.
First Floor
The Big Idea

1. Create a Sense of Arrival
   Open a clear set of crossroad elements and create a “town square” area that connects the entry sequence to the primary First Floor services

2. Create a Market Place in the Town Square
   Use this primary space to display current, topical or seasonal materials as a sampler of the full range of services.
The Big Idea

1. **Create a Sense of Arrival**
   Open a clear set of crossroad elements and create a “town square” area that connects the entry sequence to the primary First Floor services

2. **Create a Market Place in the Town Square**
   Use this primary space to display current, topical or seasonal materials as a sampler of the full range of services.

3. **Array the Full Service Radial from the Town Square**
   Build on the success of the current space plan with a store within a store concept for Audio-Visual Collections and a Continuum of Services for Children, Middle School, and Adult Fiction & large Print
Arrival Zone
Arrival Zone
Market Place
Gallery Wall
Audio Visual Collections & Viewing Area
Youth Services
Make & Take
Make & Take
Make & Take,
Display,
Reading Lounge
Second Floor
The Big Idea

1. Arrive at a Place, the Combined and Centralized Service Desk

There is a sense of arrival because someone is there to greet you.
Second Floor

The Big Idea

1. **Combine and Centralize the Service Desk**

   Relocating the service desk at the top of the stairs allows for patrons to see it quickly and for staff to be able to monitor more of the floor from one location. The new location eliminates one study room, which will be duplicated elsewhere.
Second Floor
The Big Idea

1. **Combine and Centralize the Service Desk**
   
   Relocating the service desk at the top of the stairs allows for patrons to see it quickly and for staff to be able to monitor more of the floor from one location. The new location eliminates one study room, which will be duplicated elsewhere.

2. **Rearrange the Computer and Nonfiction areas**

   This allows for additional study rooms along the study room ‘bar’
Second Floor
The Big Idea

1. **Combine and Centralize the Service Desk**
   Relocating the service desk at the top of the stairs allows for patrons to see it quickly and for staff to be able to monitor more of the floor from one location. The new location eliminates one study room, which will be duplicated elsewhere.

2. **Rearrange the Computer and Nonfiction areas**
   This allows for additional study rooms along the study room ‘bar’

3. **Activate the Underutilized areas as an Activity Zone**
   Grouping creative activities together and close to the new Teen space makes best use of this corner of the building.
The Big Idea

4. Move Quiet Reading to the Quiet Part of the Building

Enclosing the space at the terminus of the nave, a naturally contemplative area, we gain the square footage needed for the use
Technology Zone
Study Bar
Display Zone
2nd Floor Lounge
Collaboration Zone
Teen Services
Adult Craft Maker Space
Adult Craft Maker Space
Adult Craft
Maker Space
Quiet Reading Spaces
Quiet Reading Room
Main Library

Challenges & Opportunities  Options  Evaluations
First Floor Projects

*Overall improvements are defined as a series of interrelated improvements.*

<table>
<thead>
<tr>
<th></th>
<th>Master Plan</th>
<th>Capital Funds</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrival Zone/Market Place/Café (5,700 SF)</td>
<td>$222,000</td>
<td>$92,600</td>
<td>$314,600</td>
</tr>
<tr>
<td>Alternate – New Circ/Checkout Desk</td>
<td>$46,000</td>
<td></td>
<td>$46,000</td>
</tr>
<tr>
<td>Program Rooms/Holds/Audio-Visual/Nursing Room (7,000 SF)</td>
<td>$470,600</td>
<td>$253,700</td>
<td>$724,300</td>
</tr>
<tr>
<td>Youth Services: Furniture &amp; Interactives</td>
<td>$299,200</td>
<td></td>
<td>$299,200</td>
</tr>
<tr>
<td><strong>Floor Total, Construction &amp; Furnishings</strong></td>
<td><strong>$1,384,100</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Shelving moves, design contingency, fees, permits, insurance, owner's reserve, etc. are added as a project expense. See Project Summary.
Second Floor Projects

*Overall improvements are defined as a series of interrelated improvements.*

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Master Plan</th>
<th>Capital Funds</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Media</strong></td>
<td>$ 98,170</td>
<td>$ 49,736</td>
<td>$147,906</td>
</tr>
<tr>
<td><strong>Arrival Zone</strong></td>
<td>$ 260,068</td>
<td>$ 5,738</td>
<td>$265,806</td>
</tr>
<tr>
<td>Alternate – Acoustic Baffles @ South Opening</td>
<td>$ 22,681</td>
<td>$0</td>
<td>$ 22,681</td>
</tr>
<tr>
<td><strong>Alternate – Infill South Floor Opening</strong></td>
<td>$ 28,000</td>
<td>$0</td>
<td>$ 28,000</td>
</tr>
<tr>
<td><strong>Study Room Bar</strong></td>
<td>$196,461</td>
<td>$ 53,834</td>
<td>$250,295</td>
</tr>
<tr>
<td>Enclosed Quiet Reading + North Opening Infill</td>
<td>$104,787</td>
<td>$ 28,084</td>
<td>$132,871</td>
</tr>
<tr>
<td>Non-Fiction Furniture &amp; Accent Ceiling</td>
<td>$ 75,396</td>
<td>$0</td>
<td>$ 75,396</td>
</tr>
<tr>
<td>Makerspace (1200 SF)</td>
<td>$226,756</td>
<td>$ 44,690</td>
<td>$271,446</td>
</tr>
<tr>
<td>Teens (2000 SF)</td>
<td>$133,083</td>
<td>$ 64,666</td>
<td>$197,749</td>
</tr>
<tr>
<td><strong>Floor Total, Construction &amp; Furnishings</strong></td>
<td></td>
<td></td>
<td>$1,380,300</td>
</tr>
</tbody>
</table>

Shelving moves, design contingency, fees, permits, insurance, owner’s reserve, etc. are added as a project expense. See Project Summary.
North Hoffman Library

Challenges & Opportunities  Options  Evaluations
Challenges

**Update desk:**
- Add worksurface, enough for 2 staff
- Second Exit
- Offset book drop
- Off-desk workspace

**Improve Site lines**
- Increase power availability for public
- Improve Visibility and Identity of the Branch

*Consider Branding Similar to Main*
North Hoffman Library

Challenges & Opportunities  Options  Evaluations
Option 1
Option 1
Option 1
Option 1
Option 1
Option 2
Option 2
Option 2
North Hoffman Library

Challenges & Opportunities  Options  Evaluations
North Hoffman Projects

Organizing Principles

<table>
<thead>
<tr>
<th></th>
<th>Master Plan</th>
<th>Capital Funds</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1</td>
<td>$142,700</td>
<td>0</td>
<td>$142,700</td>
</tr>
</tbody>
</table>

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Floor Total, Construction &amp; Furnishings</strong></td>
<td></td>
<td>$142,700</td>
</tr>
<tr>
<td></td>
<td>Shelving moves, design contingency, fees, permits, insurance, owner's reserve, etc. are added as a project expense. See Project Summary.</td>
<td></td>
</tr>
</tbody>
</table>

Shelving moves, design contingency, fees, permits, insurance, owner's reserve, etc. are added as a project expense. See Project Summary.
Rand Road Library

Challenges & Opportunities   Options   Evaluations
Challenges

**Update desk:**
- Enough for 2 staff
- Second Exit
- Maintain off-desk workspace

**Increase power availability for public**

**Improve Visibility and Identity of the Branch**

*Consider Branding Similar to Main*
Rand Road Library

Challenges & Opportunities  Options  Evaluations
Rand Road Library

Challenges & Opportunities  Options  Evaluations
## Rand Road Projects

*Organizing Principles*

<table>
<thead>
<tr>
<th></th>
<th>Master Plan</th>
<th>Capital Funds</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 1</strong></td>
<td>$163,500</td>
<td>0</td>
<td>$163,500</td>
</tr>
</tbody>
</table>

**Floor Total, Construction & Furnishings** $163,500

Shelving moves, design contingency, fees, permits, insurance, owner's reserve, etc. are added as a project expense. See Project Summary.
Overall Master Plan Budget
# Total Master Plan Budget

**Organizing Principles**

<table>
<thead>
<tr>
<th></th>
<th>Master Plan</th>
<th>Capital Funds</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Library – 1st Floor</td>
<td>$1,037,800</td>
<td>$346,300</td>
<td>$1,384,100</td>
</tr>
<tr>
<td>Main Library – 2nd Floor</td>
<td>$1,133,600</td>
<td>$246,700</td>
<td>$1,380,300</td>
</tr>
<tr>
<td>North Hoffman Library</td>
<td>$142,700</td>
<td></td>
<td>$142,700</td>
</tr>
<tr>
<td>Rand Road Library</td>
<td>$163,500</td>
<td></td>
<td>$163,500</td>
</tr>
<tr>
<td><strong>Subtotal, Construction &amp; Furnishings</strong></td>
<td></td>
<td>$614,100</td>
<td>$3,070,600</td>
</tr>
<tr>
<td>Shelving moves, design contingency, fees, permits, insurance, owner's reserve, etc. are added as a project expense. 20% Allowance.</td>
<td></td>
<td></td>
<td>$614,100</td>
</tr>
<tr>
<td><strong>Project Total</strong></td>
<td></td>
<td>$3,684,700</td>
<td></td>
</tr>
<tr>
<td><strong>Net Add over Capital Repair Budget</strong></td>
<td></td>
<td>$3,091,700</td>
<td></td>
</tr>
</tbody>
</table>
### Total Master Plan “Light” Budget

**Organizing Principles**

<table>
<thead>
<tr>
<th></th>
<th>Master Plan</th>
<th>Capital Funds</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Library – 1&lt;sup&gt;st&lt;/sup&gt; Floor</td>
<td>$774,500</td>
<td>$346,300</td>
<td>$1,120,800</td>
</tr>
<tr>
<td>Main Library – 2&lt;sup&gt;nd&lt;/sup&gt; Floor</td>
<td>$673,500</td>
<td>$246,700</td>
<td>$920,200</td>
</tr>
<tr>
<td>North Hoffman Library</td>
<td>$142,700</td>
<td>$142,700</td>
<td>$142,700</td>
</tr>
<tr>
<td>Rand Road Library</td>
<td>$163,500</td>
<td>$163,500</td>
<td>$163,500</td>
</tr>
</tbody>
</table>

**Subtotal, Construction & Furnishings** $2,347,200

Shelving moves, design contingency, fees, permits, insurance, owner's reserve, etc. are added as a project expense. 20% Allowance.

**Project Total** $2,816,600

**Net Add over Capital Repair Budget** $2,223,600
What is the Difference?

In both budgets, the following are **reused**:

1. Shelving and End Panels except for AV and specialty shelving
2. Study Tables and Chairs
3. Computer Tables and Chairs
4. Carrels and Chairs
What is the Difference?

Primary savings in the “Light” version of the Master Plan are:

1. Café & Gallery Furniture
2. YS Picture Book Bins, Booth Seating, Simplified Make & Take Feature
3. AV and Holds Wall Shelving
4. Gradient/Specialty Glass
   - Children’s Program Rooms
5. New Circulation desk
6. New Lobby Wall Finishes
What is the Difference?

Primary savings in the “Light” version of the Master Plan are:

1. Quiet Study Room Furnishings
2. Teen Furniture
3. Gradient/Specialty Glass
   - Media Rooms
   - Study Room Bar
   - Quiet Reading Room
   - Makerspace
   - Teen Study Rooms
What is the Difference?

Primary savings in the “Light” version of the Master Plan are:

? Second Floor Arrival Zone/Service Desk

? Acoustic Baffle Ceiling

? Work at Floor Opening

? Non-Fiction Furniture and Accent Ceiling
**Multiple Paths Forward**

*Organize the project to extend the reach of the funds available*

**Fund the Entire Plan for a single, “3 Building” project**
- Saves money, less overhead, more economy of scale
- Achieve goals sooner – more benefit to the community sooner
- Shortest but most intense period of disruption

**Fund individual building renovations**
- Saves almost as much money in overhead and economy of scale at Main
- Lessens disruption
- Allows lease decisions at North Hoffman & Rand Road

**Fund individual building projects & split Main into 2 phases**
- Still fairly efficient with overhead costs, some lessening of economy of scale
- Lessens but extends disruption
- Allows lease decisions at North Hoffman & Rand Road

**Fund a sequence of interrelated but stand-alone projects over time**
- Scalable to funding
- Extended aggregate period of disruption but individual projects are more confined
- Highest overhead costs
- Most susceptible to inflation
- No economy of scale

Organize the project to extend the reach of the funds available
Multiple Paths Forward

Tailor the scope of the project and its components to meet a budget

Reduce number of component projects

• Meet a budget by eliminating / deferring the lowest priority improvements

Reduce scope of selected component projects

• Meet a budget by reducing extent of some or all of the projects either in area or in quality
Menu of Projects, exclusive of overhead/expenses allowance

Component projects highlighted in blue are linked by function. The current diagrams require these be concurrent projects.

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Master Plan</th>
<th>Capital Funds</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrival Zone/Market Place/Café</td>
<td>$222,000</td>
<td>$92,600</td>
<td>$314,600</td>
</tr>
<tr>
<td>Alternate – New Circ/Checkout Desk</td>
<td>$46,000</td>
<td>$46,000</td>
<td>$46,000</td>
</tr>
<tr>
<td>Program Rooms/Holds/Audio-Visual/Nursing Room</td>
<td>$470,600</td>
<td>$253,700</td>
<td>$724,300</td>
</tr>
<tr>
<td>Youth Services: Furniture &amp; Interacts</td>
<td>$299,200</td>
<td></td>
<td>$299,200</td>
</tr>
<tr>
<td>Media</td>
<td>$98,170</td>
<td>$49,736</td>
<td>$147,906</td>
</tr>
<tr>
<td>Arrival Zone</td>
<td>$260,068</td>
<td>$5,738</td>
<td>$265,806</td>
</tr>
<tr>
<td>Alternate – Infill South Floor Opening</td>
<td>$28,000</td>
<td>$0</td>
<td>$28,000</td>
</tr>
<tr>
<td>Study Room Bar</td>
<td>$196,461</td>
<td>$53,834</td>
<td>$250,295</td>
</tr>
<tr>
<td>Enclose Quiet Reading + Infill North Opening</td>
<td>$104,787</td>
<td>$28,084</td>
<td>$132,871</td>
</tr>
<tr>
<td>Non-Fiction Furniture &amp; Accent Ceiling</td>
<td>$75,396</td>
<td>$0</td>
<td>$75,396</td>
</tr>
<tr>
<td>Adult Craft /Makerspace (1200 SF)</td>
<td>$226,756</td>
<td>$44,690</td>
<td>$271,446</td>
</tr>
<tr>
<td>Teens (2000 SF)</td>
<td>$133,083</td>
<td>$64,666</td>
<td>$197,749</td>
</tr>
<tr>
<td>North Hoffman Library</td>
<td>$142,700</td>
<td>$0</td>
<td>$142,700</td>
</tr>
<tr>
<td>Rand Road Library</td>
<td>$163,500</td>
<td>$0</td>
<td>$163,500</td>
</tr>
</tbody>
</table>
Fees, expenses, escalation for phased projects

*Overall expenses are defined for each individual component project*

<table>
<thead>
<tr>
<th>Floor Total, Construction &amp; Furnishings</th>
<th>$x</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shelving moves, design contingency, fees, permits, insurance, owner's reserve, etc. are added as a project expense. Subject to scope, timing.</td>
<td>$x</td>
</tr>
</tbody>
</table>