

## **LONG-RANGE BUILDING VISION**

To: Joe Valentine, Birmingham City Manager  
From: Doug Koschik, Baldwin Public Library Director  
Subject: Long-Range Planning Session on January 16, 2016  
Date: December 28, 2016

At the long-range planning session on January 16, 2016, I will deliver an update from the Baldwin Public Library Board of Directors to the City Commission on two topics: the proposed renovation of the Adult Services section of the Library and the Library's long-range building vision. Both of these projects are intended to help the Baldwin Library better serve Birmingham residents.

### ***Proposed Adult Services Renovation Project***

At its October 12 meeting, the Birmingham City Commission approved the conceptual and schematic designs by Luckenbach|Ziegelman|Gardner Architects (LZG) for the renovation of Baldwin Public Library's Adult Services area. At that meeting, the Commission also asked the Library and the City of Birmingham to develop a Request for Proposals (RFP) for design development, construction drawings, bidding assistance, and construction administration for the proposed renovation. The Baldwin Public Library Board of Directors approved the RFP on November 16, and the Birmingham City Commission approved it on December 7. The RFP was duly issued on December 8. Bids are due on January 6, 2016. On January 14, the Baldwin Public Library Board of Directors will review the bids and select its preferred architectural firm. At the January 16 long-range planning session, I will announce the Library Board's recommendation. The recommendation will then go to the City Commission for a vote at the Commission's January 25 meeting.

### ***Baldwin Public Library's Long-Range Building Vision***

At its October 12 meeting, the Birmingham City Commission asked the Baldwin Public Library Board of Directors to develop a long-range vision for the Library's building, which would supplement the proposed Adult Services renovation that the Library Board has been discussing for a year. The purpose was threefold:

1. To describe in conceptual terms the types of changes that the Library envisioned beyond the Adult Services renovation.
2. To ensure that the work contemplated for the proposed Adult Services renovation did not compromise building modifications envisioned in further phases.
3. To develop cost estimates for future work on the Library building.

This kind of long-range building vision would be highly conceptual. It would consider the nature and extent of future building modifications, but not provide details. The cost estimates would be based on a square-footage charge for similar projects.

The Library Board turned to LZG for assistance on this project. The Board had worked fruitfully with LZG on the conceptual and schematic stages of the proposed Adult Services renovation project and felt that LZG would be able to perform this additional project well and within a tight time frame. LZG provided a quote for the work, which the Library Board accepted. The selection of LZG to carry out the long-range building vision does not preclude any other firm from doing conceptual/schematic/design development/construction drawings on future Library building phases, should the City of Birmingham ultimately decide to move forward with those phases.

In working on this long-range building vision, the Library was able to draw from knowledge it gathered between 2011 and 2013, when it developed a comprehensive plan for a building renovation and expansion. At that time, the Library conducted a survey, held focus groups and community forums, benchmarked the Baldwin Library building against the buildings of other comparable libraries, and surveyed the literature on the “library of the future.”

The Library was also able to draw on the lessons learned from the May 2014 vote on the comprehensive Library building plan. The defeat of that proposal showed that Birmingham residents wanted a more modest, less expensive upgrade of the Library building, one that did not call for the demolition of existing space.

Library Administration sought input from the Heads of Youth Services and Circulation, the two departments that would be most affected by future building upgrades, and developed a list of needs and wants. The Library’s Building Committee also met to discuss priorities. Input from both sources went into a scope of work which called for two possible future building phases—one centering on the Youth Room and the other centering on the Circulation Department and front entrance. These are considered Phases 2 and 3 of the overall building plan, with Phase 1 being the proposed Adult Services renovation that the Library Board has already shared with the City Commission and the public.

The scope of work for Phases 2 and 3 **excludes** several features of the 2014 comprehensive plan:

- Renovation of the Grand Hall, including restoration of such architectural elements as the east bay window
- Renovation of the second floor
- Improvement of the staff entrance
- Major increases in square footage other than in the Youth Room and front entry. (The new plan calls for an approximate 9% increase in gross square footage, as opposed to the 2014 plan’s 40% increase.)
- Replacement of the 1960 and 1981 additions with a more modern, cost-efficient building

The Library intends to pay for furniture, paint, and carpet upgrades in the Grand Hall and second floor out of its operating budgets in future years. The Library will also pay for new technology equipment (computers, peripherals, etc.) out of its operating budgets.

The long-range building vision that LZG developed in concert with Library Administration and the Building Committee is based on the following principles:

- The Library building's role as part of Birmingham's civic center needs to be considered when building modifications are considered.
- The architectural integrity of the Birkerts Addition should be respected by maintaining the curve along the west and south of the building.
- The original 1927 building needs to be better honored by restoring its brick to the original color and highlighting where that building meets the 1960 and 1981 additions.
- The building deserves to be suffused with light, which will improve both aesthetics and functionality.
- The layout of the building needs to be rationalized, leading to better "wayfinding." In other words, the building needs to be laid out in such a way that patrons will be able to navigate it more easily than they are now able to. In order to accomplish this, the Library envisions a "main street" running through the Birkerts Addition to the Youth Room, as well as a "commons" area in the core of the building, close to where all three parts of the building—the original 1927 building plus the 1960 and 1981 additions—meet.
- Aesthetic and functional improvements are long overdue. By upgrading the lighting, the Library will achieve energy savings.
- Birmingham's aging population, as well as its young families using strollers, need a street-level entrance.
- ADA guidelines must be respected through the building.
- There will continue to be increased demand for study and collaboration space-- including a café—with an adequate technological infrastructure in all areas.
- The Circulation Department needs to be laid out more logically and slightly more space is needed for the automated book sorting machine.
- The one area of the Library earmarked for a significant expansion is the Youth Room. The benchmarking study conducted in 2012 by the Joint Library Building Committee showed that the Youth Room is where Baldwin is most notably falling behind the public library facilities of other comparable communities. Despite space limitations, Baldwin's Youth Services Department provides strong services and garners more program attendance per capita than nearly any other public library in Michigan. An expansion in the Youth Room would allow Baldwin to serve the educational needs of its youngest patrons even more effectively than it currently does. The gross square footage increase in the Youth Room would be approximately 40%--or 2,000 gross square feet—considerably less than the

approximately 70% increase proposed in 2014, but still significant. This increase would allow the Youth Room to maintain the current size of its physical collection, which is overcrowded—and located on shelving divided by aisles whose widths don't even meet ADA standards. Unlike in Adult Services, Youth materials are not being superseded so quickly by electronic resources. It is important to keep the physical collection at its present size and arranged in a way that allows people with disabilities to access it. This expansion would also allow an increase in the size of the small children's activity room, where the Library's popular story times take place.

The Library's long-range building vision is divided into three phases.

### **Phase 1**

Phase 1 is the proposed Adult Services renovation, which has been discussed previously. It has already gone through fairly detailed conceptual and schematic design work. The cost is estimated at \$2,218,172 in 2016 dollars, based on detailed work done by LZG, Frank Rewold and Son (construction), and Library Design Associates (furniture and fixtures). The part of the Library affected by Phase 1 is shown in Appendix A, under "Space Plan – Phase 1."

### **Phase 2**

Phase 2 would consist of the following elements:

- Renovation of the existing Youth Room, including public, staff, and storage spaces.
- Expansion of the Youth Room, adding approximately 40%--or approximately 2,000 gross square feet. This expansion would carry the Library building out to the sidewalk along Bates Street.
- Widening of the hallway leading from the entrance toward the Youth Room. This will help circulation flow and succeed in connecting the Youth Room better to Adult Services. In effect, it would be a continuation of the "main street" proposed for Adult Services.
- Upgrade of the public restrooms on the main floor.
- Re-use of existing shelving, wherever possible.
- New furniture and fixtures.

The part of the Library affected by Phase 2 is shown in Appendix A, under "Space Plan – Phase 2." The estimated cost of Phase 2, in 2016 dollars, is \$1,882,157, as shown in Appendix B, with additional details provided in Appendix C.

### **Phase 3**

Phase 3 would consist of the following elements:

- Renovation of the Commons/Circulation area.
- Development of a new entry and a possible relocation of the Circulation area. This would require the enclosure of some square footage currently outside and exposed to the elements, an area lying underneath the Birkerts curve, consisting now of a concrete patio and wide steps. The enclosure would probably be glass. The steps to the main floor, five feet above ground level, would be redone and reduced in scope. An elevator would be installed to transport people who need assistance from street level to the main floor. The automated book sorter would need to be moved to another location in order to be adjacent to an outside book drop. The gross square footage affected by all of this work would be approximately 2,000 square feet.
- Upgrade of the outdoor space next to the new enclosed entry. All of the construction involved in Phases 1, 2, and 3 would take a toll on the existing outdoor space, and enclosing the area under the Birkerts curve would transform the setting. Therefore, an upgrade to the outdoor space would be necessary. The Library believes the replacement of concrete with aggregate pavement, as well as improvements to the hardscape, landscape, and lighting, should be made.
- Installation of skylights around the exterior of the 1927 building, along the line where the 1927 building meets the 1960 and 1981 additions. The skylights would allow natural light to flood into the interior of the building. LED lighting, installed during Phases 1 and 2, would continue to be used to highlight the brick walls of the 1927 building when natural light is not present.

The part of the Library affected by Phase 3 is shown in Appendix A, under “Space Plan – Phase 3.” The estimated cost of Phase 2, in 2016 dollars, is \$1,643,922, as shown in Appendix B, with additional details provided in Appendix C.

### **All 3 Phases Together**

The parts of the Library affected by Phases 1, 2, and 3 are shown in Appendix A, under “Space Plan – Phases 1, 2, 3.” The three phases are independent of each other. Construction work done for Phase 1 would not need to be redone in later phases, except for relatively minor projects, like freshening up the current lobby area after all the parts of the vision have been accomplished. In other words, there would be extremely minimal work and cost duplication during the course of the three phases.

### **Process**

Baldwin intends to proceed with the design of Phases 2 and 3 in the same way it did with Phase 1. When the City Commission signals its approval to move ahead with each phase, the Library and City would issue an RFP and select an architect in a manner approved by the City. The architect would work with the Library Board and

Library Administration—and, wherever appropriate, with City government—to develop a conceptual/schematic design. The Library would solicit input from Library staff and the public. It would also consult various City boards and committees, especially to the extent that the design affects the exterior look of the building. The City Commission would have the final decision on approving the designs.

Each phase of the project is independent of the other. Committing to Phase 1 would not lead inevitably to Phase 2 or Phase 3. The decision on whether to proceed with each phase would depend on the political and financial realities of the day. It may be best to conduct the conceptual and schematic architectural work for Phases 2 and 3 together, but that decision would be made at the time when it is decided whether or not to proceed with planning Phase 2.

It also needs to be stressed that the precise features to be included in Phases 2 and 3 would be decided at the conceptual/schematic stages. The features described in this document are the most accurate ideas possible at this stage in the process.

### **Timeline**

Assuming that the public is willing and financing is available, the Library Board would prefer to proceed with the construction of Phase 1 in 2016, with the construction of Phase 2 in 2019, and with the construction of Phase 3 in 2022. While such a schedule spreads out the work over a number of years, it would minimize disruption to the public at any given time and would allow the public to evaluate each phase after its completion and decide whether to proceed with the next one. Note that once the beginning construction date of a particular phase has been chosen, the start of the design process (architect selection, conceptual design, schematic design, design development, construction drawings, and bidding) would need to begin approximately 18 months in advance.

### **Costs**

The costs of the three phases are listed in Appendix B—first in 2016 dollars and then in 2016, 2019, and 2022 dollars, based on the year in which the Library Board would ideally like to see the construction of each phase begins. In calculating 2019 and 2022 construction costs, the Library has used a 4% annual cost escalator, which is the estimate that the construction firm Frank Rewold and Son has provided.

In 2016 dollars, the three phases would cost a total of \$5,744,251:

Phase 1:	\$2,218,172
Phase 2:	1,882,157
Phase 3:	<u>1,643,922</u>
<b>Total:</b>	<b>\$5,744,251</b>

If the costs are adjusted to 2019 dollars for Phase 2 and to 2022 dollars for Phase 3, the total cost would be \$6,415,428:

Phase 1 (2016 dollars):	\$2,218,172
Phase 2 (2019 dollars):	2,117,170
Phase 3 (2022 dollars):	<u>2,080,086</u>
<b>Total:</b>	<b>\$6,415,428</b>

LZG calculated estimated costs by determining the cost per square foot of similar projects, such as Baldwin's Phase 1, and multiplying that by the square footage that would be involved in the various phases and sub-phases of the project. These per-square-foot costs include general conditions, architectural services, engineering services, consultants, construction phasing, construction, furniture and fixtures, a contractor's contingency of 10%, and the construction management fee. A calculation of these fees can be found in Appendix C-Conceptual Budget Summary.

Note that, on top of the per-square-foot charges, LZG has added costs for supplemental engineering fees, in case the HVAC system requires additional work (which studies have so far shown that it won't), and for a possible library consultant.

### **Square Footage**

In Phases 2 and 3, combined, the Library is proposing an increase of about 3600 gross square feet or 9%. The Library is currently slightly over 40,000 gross square feet. If Phases 2 and 3 are implemented as envisioned, the Library, would end up at slightly under 44,000 gross square feet.

### **Are Any Building-Related Projects Not Included in This Cost Estimate?**

Chapter XVI, Section 3 of the City Charter states that "The city commission shall provide for the maintenance of the grounds and building [of the library] in a safe and presentable condition and shall pay the expense thereof from the general funds of the city." In keeping with this provision, the City of Birmingham has, over the years, carried out repairs on the Library building. In 2015, for example, the City installed a new freight elevator in the Library because the previous one had ceased functioning.

1. The Library's public elevator is over 30 years old and showing signs of wear, resulting in an increased number of service calls. Sometime within the next several years the elevator will need to be replaced in order to be compliant

- with standards. The new elevator will occupy the same shaft as the current elevator. The Library has asked the City to add this project to its list of future capital projects for the Library.
2. The roof over the Birkerts Addition is over 30 years old. The City has been maintaining it, and so far, leaks in this roof have been limited to the points where the flat roof of the Birkerts Addition meets the peaked roof of the 1927 building. Nevertheless, the roof will need to be replaced in the foreseeable future. The Library has asked the City to add this project to its list of future capital projects for the Library. The logical time for the City to carry out this project might well be when skylights are added around the perimeter of the 1927 building, which is currently called for in Phase 3, but conditions might end up requiring an earlier replacement date.
  3. When Martin Street was widened several years ago, the landscaping between Martin Street and the Library building was not upgraded. Since the long-range building vision does not call for any changes to the Martin Street façade of the Library building, and since the current landscaping is dated, the Library has asked the City to add a Martin Street landscape upgrade to its list of future capital projects.
  4. The Library's long-range building vision calls for an upgrade of the outdoor space by the front entry. If the City wishes to go a step further, however, and make this area emulate the quality of Shain Park (say, with granite pavers), the estimated cost of that particular project rises from approximately \$150,000 to \$600,000. That extra cost is currently not included in any budgets. This is an idea that the City might wish to consider for the future.

Earlier, I mentioned that the Library will pay for furniture, paint, and carpet upgrades to the Grand Hall and second floor out of its operating budgets. It will also pay for technology equipment (computers, peripherals, etc.) out of its operating budgets, although technological infrastructure (wiring, etc.) will come out of project costs. The costs of furniture, paint, carpet, and computers are tenant-related—rather than landlord-related—which is why the Library will cover them.

### **Conclusion**

The Baldwin Public Library Board of Directors is pleased to present the Birmingham City Commission with the long-range Library building vision it requested in October. The vision calls for significant building improvements over the course of the next seven years, although the work envisioned is more modest in scope and cost than what the 2014 comprehensive Library building plan would have accomplished, if it had been implemented.

The plan calls for three phases. Phase 1 would renovate the Adult Services section of the Library. Phase 2 would renovate and expand the Youth Room.

Phase 3 would renovate the Circulation Department and main entry, provide for a street-level entrance to the building, and enclose a modest amount of usable space by the main entry.

The work contemplated for Phase 1 would not compromise the building modifications envisioned in Phases 2 and 3. Indeed, this proposed long-range building vision, which we believe is quite cost-effective, calls for three phases with minimal duplication of work.

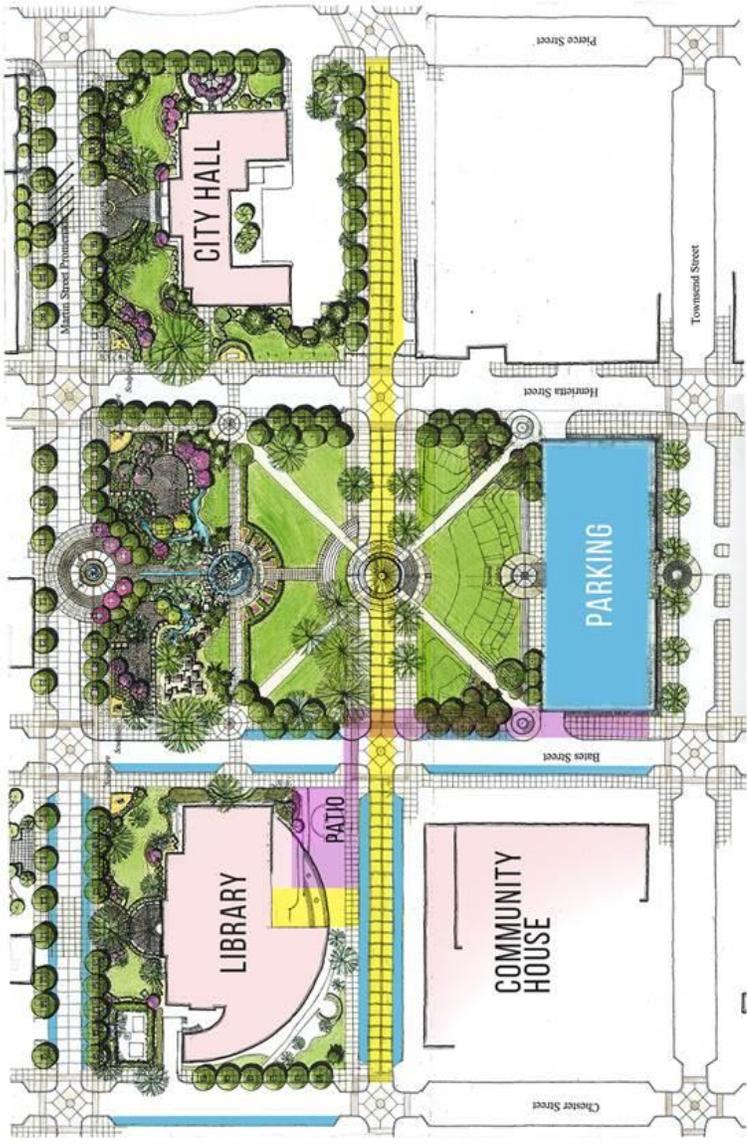
The total cost of the three phases of the project would be \$5,744,251 in 2016 dollars—or if costs for future phases are estimated at future values, the cost of the three phases would be \$6,415,428.

**Appendix A**  
**Baldwin Library's Long-Range Building Vision**  
**Design Approach and Space Plans for Phases 1, 2, and 3**

The designs on the following eight pages were developed jointly by Luckenbach|Ziegelman|Gardner Architects LLG and the Baldwin Public Library Board of Directors and Library Staff.

# DESIGN APPROACH

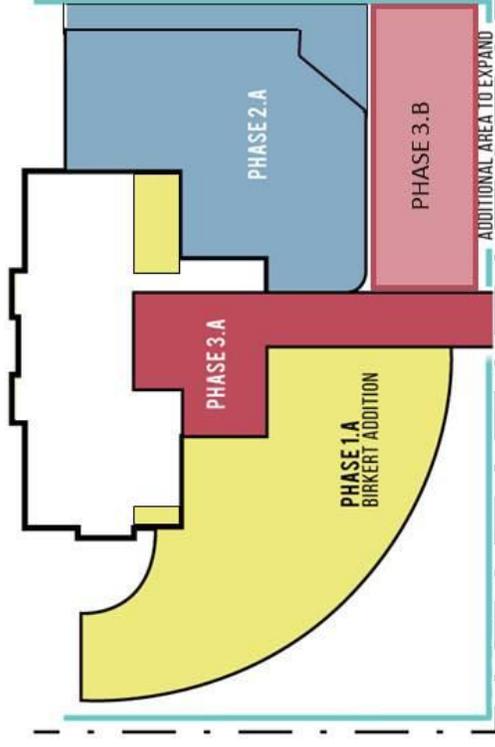
CONTEXT  
CIVIC CENTER

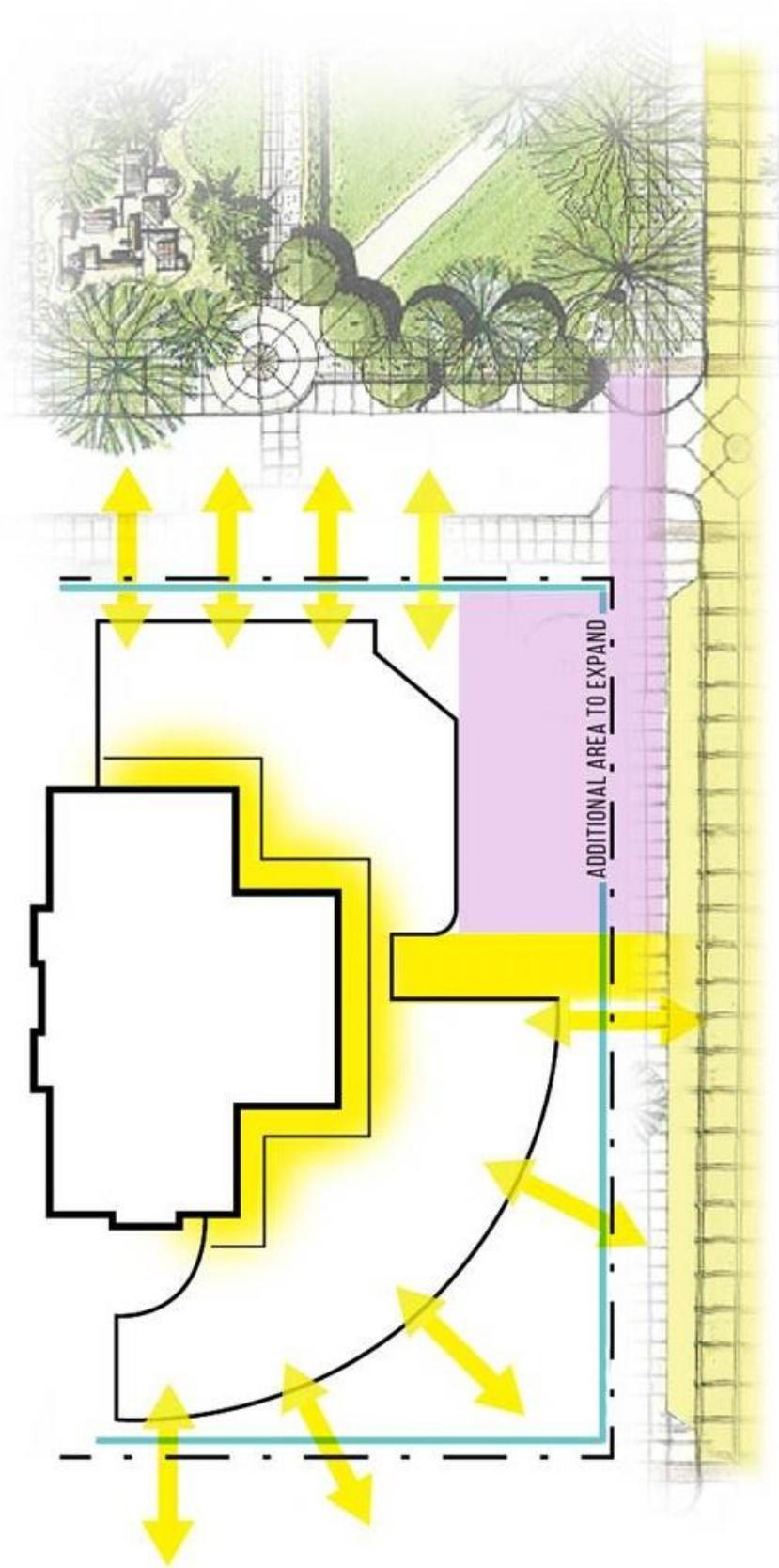


# DESIGN APPROACH

## CONTEXT

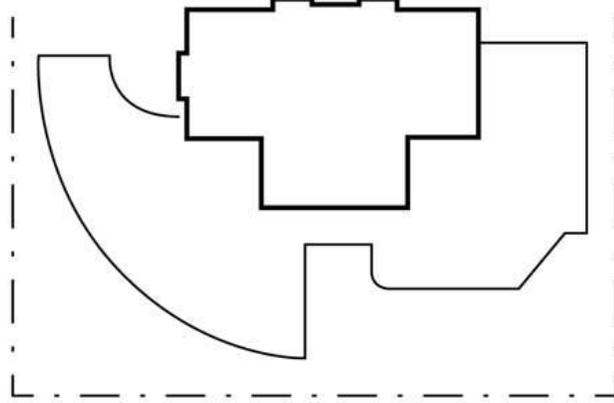
- Phase 1:A – Renovation of Adult Services section of the Library, concentrating on main floor of the Birkert Addition
- Phase 2:A – Renovation and expansion of Youth Room
- Phase 3:A, B – Renovation and expansion of public entrance, lobby, and Circulation Department; renovation of patio



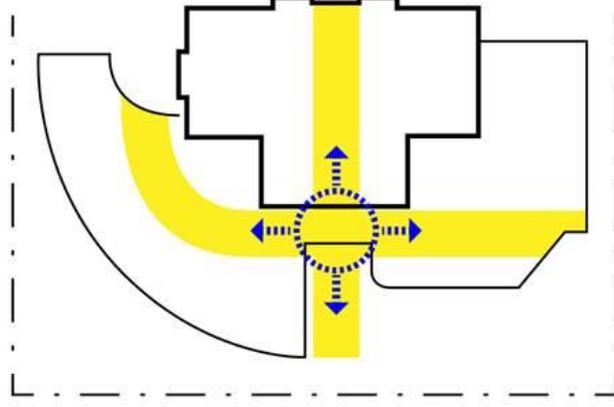


# DESIGN APPROACH

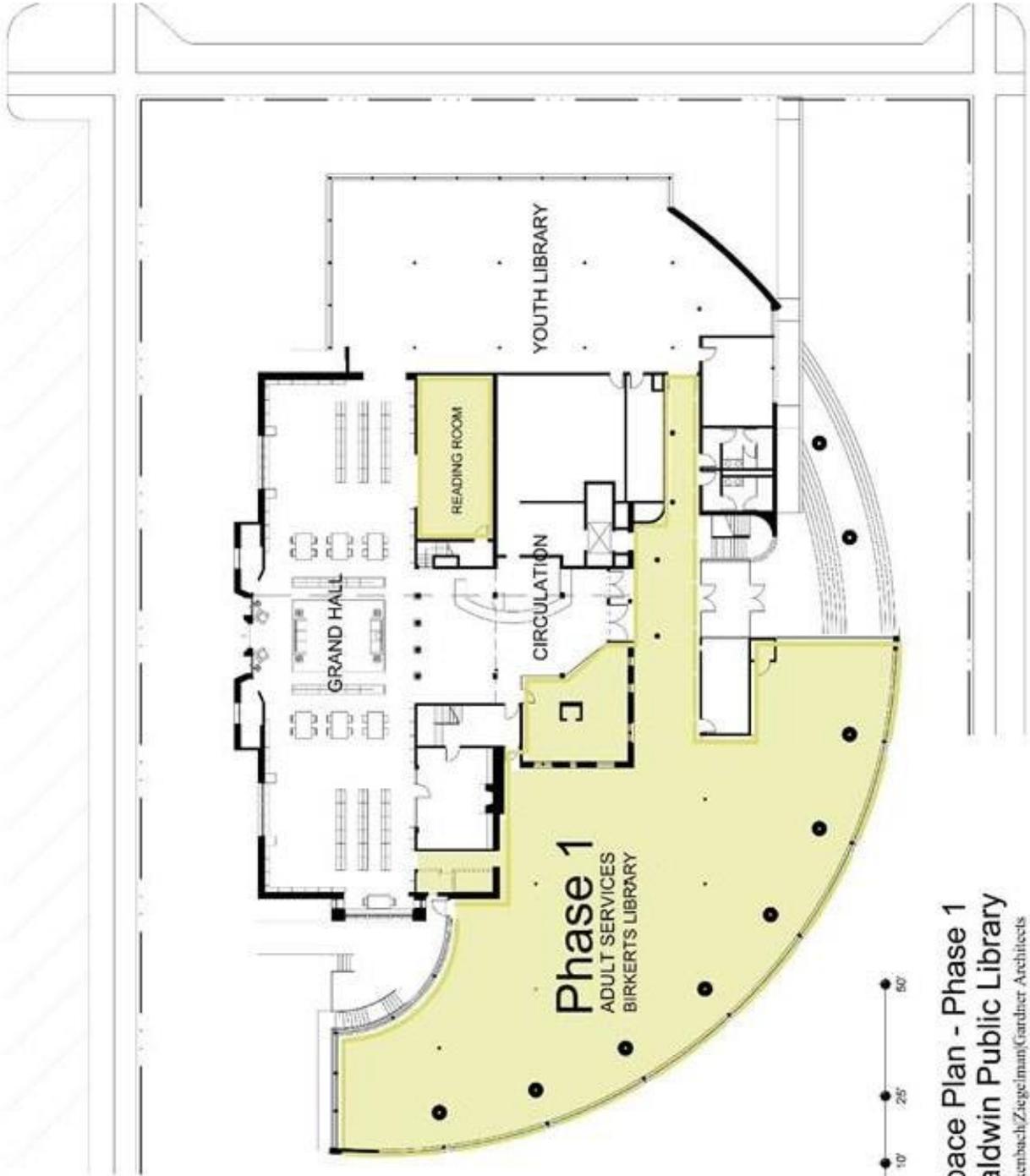
## FUNCTIONAL DESIGN



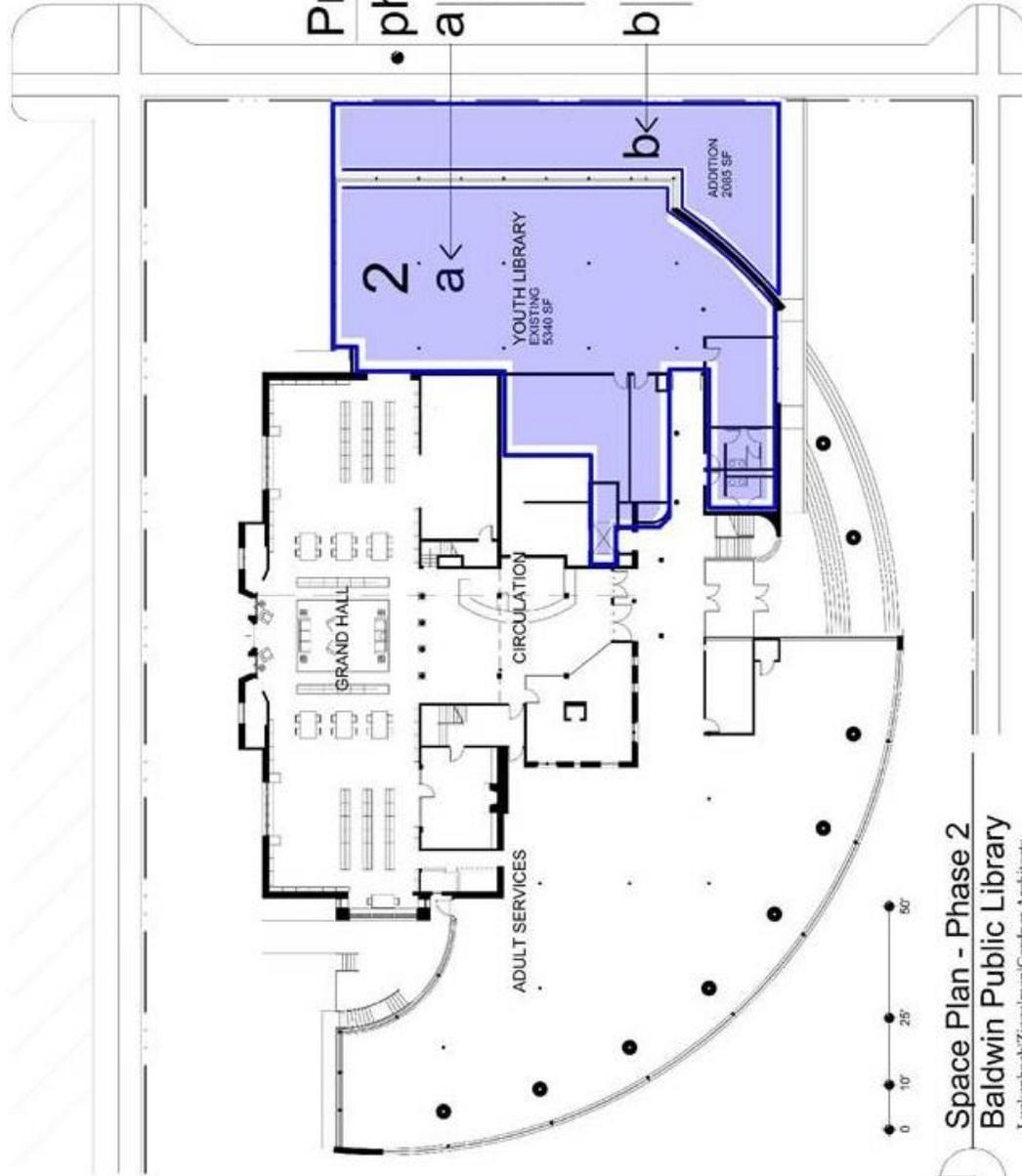
Entry & Exit  
Circulation



Circulation  
& Commons



**Space Plan - Phase 1**  
**Baldwin Public Library**  
Luckenbach/Ziegelman/Gardner Architects



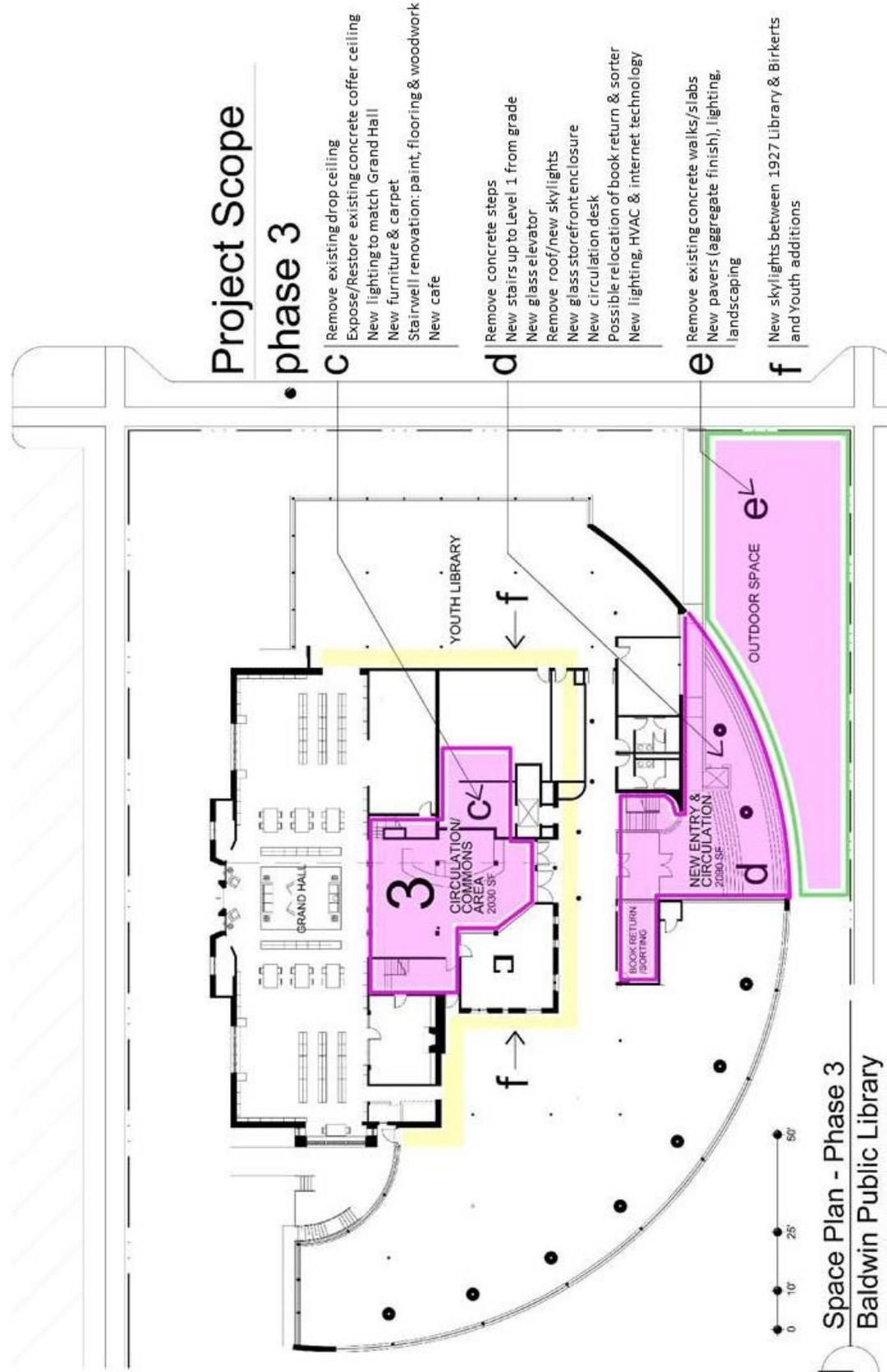
# Project Scope

## • phase 2

- a** RENOVATION OF EXISTING SPACE:  
Lighting/furniture/fixtures, carpeting  
Reorganize Youth Department offices  
New lighting, furniture, fixtures, carpet  
Extend "Main Street" for wayfinding  
Toilet room renovation: Tile, partitions & fixtures
- b** New one level addition  
New lighting, furniture, fixtures, carpet  
Extend existing HVAC into addition

# Project Scope

## phase 3



**c** Remove existing drop ceiling  
 Expose/Restore existing concrete coffer ceiling  
 New lighting to match Grand Hall  
 New furniture & carpet  
 Stairwell renovation: paint, flooring & woodwork  
 New cafe

**d** Remove concrete steps  
 New stairs up to Level 1 from grade  
 New glass elevator  
 Remove roof/new skylights  
 New glass storefront enclosure  
 New circulation desk  
 Possible relocation of book return & sorter  
 New lighting, HVAC & internet technology

**e** Remove existing concrete walks/slabs  
 New pavers (aggregate finish), lighting, landscaping

**f** New skylights between 1927 Library & Birkerts and Youth additions

**Space Plan - Phase 3**  
 Baldwin Public Library

# Project Scope

## • phase 2

- Renovation: Lighting/furniture/carpet (Costs based on Adult Services Phase 1)
- Reorganize Youth Dept. Offices/Lighting
- Extend "Main Street"
- Toilet Rooms Renovation: Tile/partitions/fixtures

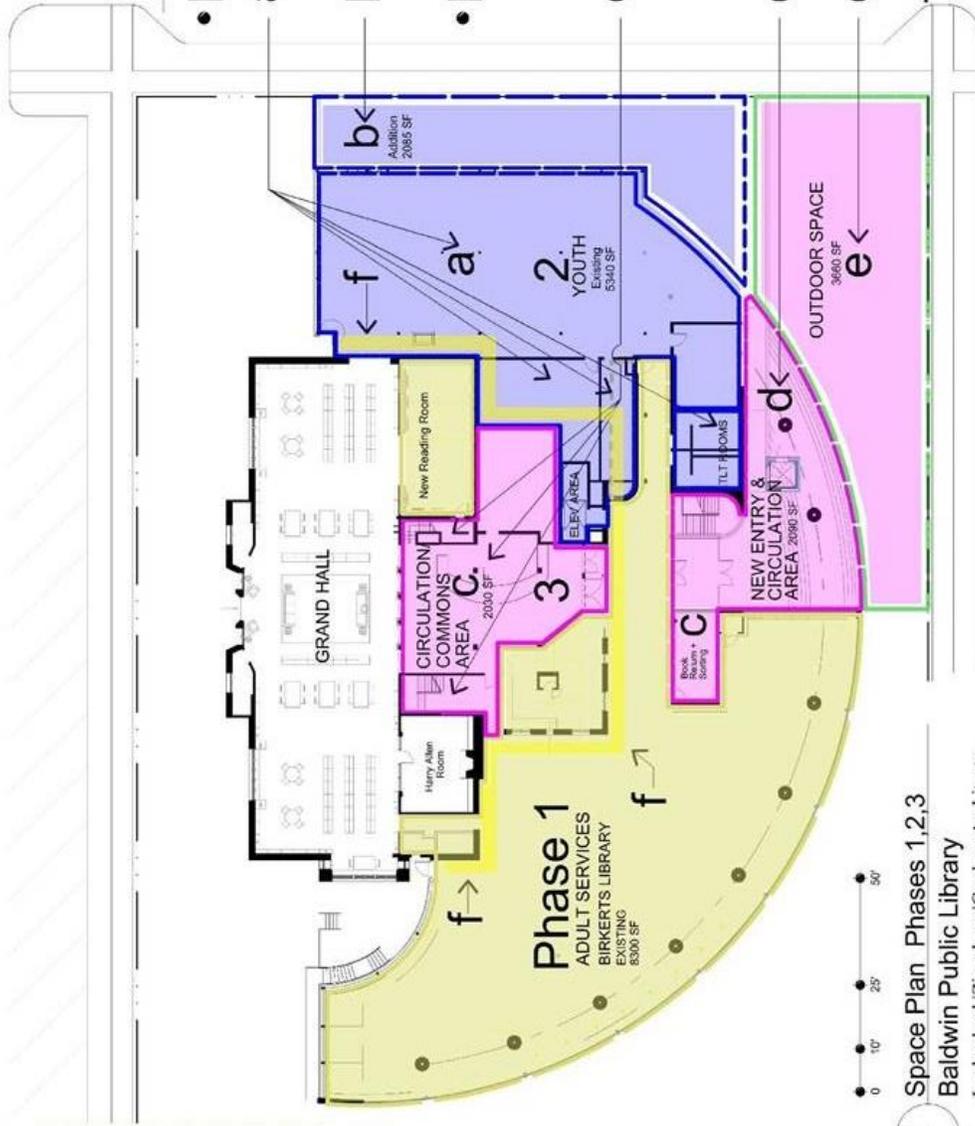
- a
- b

## • phase 3

- Remove existing drop ceiling
- Expose existing structural concrete coffer ceiling
- New lighting to match Grand Hall
- New modular furniture/new carpet
- Stairwell renovation: Paint/flooring/woodwork
- Possible relocation of book return & sorter
- New cafe

- c
- d

- e
- f



Space Plan Phases 1,2,3

Baldwin Public Library

Luckenbach/Ziegelman/Gardner Architects

**Appendix B**  
**Costs of Long-Range Building Vision – Phases 1, 2, and 3**

<u>Dollars</u>	<u>In 2016 Dollars</u>	<u>In 2016-2022</u>
Phase 1: Construction begins in 2016	\$2,218,172	\$2,218,172
Phase 2: Construction begins in 2019*	1,882,157	2,117,170
Phase 3: Construction begins in 2022*	<u>1,643,922</u>	<u>2,080,086</u>
<b>Total</b>	<b>\$5,744,251</b>	<b>\$6,415,428</b>

\* Assumes 4% annual cost escalator

Phase 2 is valued in 2019 dollars

Phase 3 is valued in 2022 dollars

**Costs of Long-Range Building Vision – Phases 2 and 3 Alone**

<u>Dollars</u>	<u>In 2016 Dollars</u>	<u>In 2016-2022</u>
Phase 2: Construction begins in 2019*	\$1,882,157	\$2,117,170
Phase 3: Construction begins in 2022*	<u>1,643,922</u>	<u>2,080,086</u>
<b>Total</b>	<b>\$3,526,079</b>	<b>\$4,197,256</b>

\* Assumes 4% annual cost escalator

Phase 2 is valued in 2019 dollars

Phase 3 is valued in 2022 dollars

**Appendix C**  
**Long-Range Building Vision**  
**Conceptual Budget Summary for Phases 2 and 3**

**Conceptual Budget Summary**

**project**            **Baldwin Public Library - Phases 2 & 3**  
**date**                **December 15, 2015**

**Project Scope**

**Phase 2\***

Scope	Name	SF	\$/SF	Budget Cost
A	Children's Library Existing	5,340	192.00	\$ 1,025,280
B	Children's Library Addition	2,085	350.00	729,750
Phase 2 Subtotal		7,425		\$ 1,755,030

**Phase 3\***

Scope	Name	SF	\$/SF	Budget Cost
C	Circulation/Commons Area	2,030	141.00	\$ 286,230
D	New Entry/Circulation Area	2,090	465.00	971,850
Phase 3 Building Subtotal		4,120		\$ 1,258,080

E	Outdoor Space**	3,660	41.00	150,060
Phase 3 Building & Outdoor Space Subtotal		7,780		\$ 1,408,140

Building Renovation/Addition Total		11,545		\$ 3,013,110
Outdoor Space		3,660		150,060
Total		15,205		\$ 3,163,170

\*Budget cost \$/SF provided by Frank Rewold & Son (FR&S), General Contractors, Rochester, Michigan. Included in this construction estimate are general conditions, architectural services, engineering services, consultants, and construction phasing based on Phase 1 cost estimate for Phase 1 scope, furniture and fixtures, contractor's contingency of 10%, and construction management fee.

\*\* Estimate for demo, hardscaping, and landscaping, including use of aggregate finish. If granite pavers are desired in order to make the area emulate the quality of Shain Park, the cost rises to \$165/SF, or \$603,900 total.

(Continued on next page)

### Conceptual Costs Estimate Adjustments and Commentary

<u>Scope</u>	<u>Comments</u>	<u>Budget Cost</u>
Phases 2&3	FR&S estimate based on square footage costs for Phase1 & recent similar work for construction scope and types similar to those as described by LZG. *See note above regarding FR&S conceptual estimate of budget cost inclusions	\$ 3,163,170
Supplemental Engineering Services/fees	Basic engineering costs are included in FR&S estimate above. Supplemental fees may be incurred for the building additions in Phase 2 and the building enclosure in Phase 3D (new entry), which will require more structural engineering analysis / work, mechanical engineering analysis / work for HVAC & electrical & lighting systems. This adds to budget for engineering fees	45,000
Skylights	Add	120,000
Lib Consultant	Add	<u>30,000</u>
Subtotal		\$ 3,358,170
Owner's Contingency	Add 5% (Note: This is on top of the 10% contractor's contingency included above.)	167,909
<b>Total</b>		<b><u>\$ 3,526,079</u></b>