UKIAH LIBRARY **NEEDS ASSESSMENT** 10 YEAR PROJECT NEEDS

09_16_2021



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EXECUTIVE SUMMARY 01



EXECUTIVE SUMMARY

The Ukiah Library service area has a population of approximately 21,570 and is projected to remain at this approximate level for the next 10 years. The findings of this study recommends a total building size of approximately 20,000 sf to meet the needs of the community from 2021 – 2031. The existing library is 14,410 sf with approximately 11,000 sf of the space accessible to the public.

It is recommended that the library look at the cost and feasibility of partnerships, alternate locations, the purchase of the adjacent property and the cost of a second story addition to find the most cost effective way to implement the recommended increased size of the library building. This report includes additional recommendations of how to implement a plan to expand the library size, what to include and how to configure the space within the library. A portion of these configurations and layout recommendations could be implemented now by reconfiguring the existing library. However, the library needs reconfiguring and more space to meet the needs of the community now and for the next ten years.

This document includes photos and renderings of 21st Century Libraries to provide ideas about current trends and designs that support the communities they serve. The library names are included for reference.

EXISTING FACILITIES | 02 ANALYSIS

SITE

SITE DESCRIPTION

The Ukiah Library site is near the city center on Main Street, spanning between East Standley Street and East Perkins Street, with the main entrance facing west on Main Street near East Perkins Street.

The library site is within ¼ mile travel distance of the Grace Hudson Museum, the Community Foundation of Mendocino County, two parks, a charter school, and one of two high schools. The Library is less than a mile travel distance from two elementary schools, a middle school, adult school, Accelerated Achievement Academy and three other parks. It is a mile and a half from Ukiah High School, a Montessori school, and a mile and quarter by car from the Ukiah Sports Complex.

A bus stop serving four bus lines is across Main Street and within two hundred feet of the main library entrance.

Bike racks occur in the cobble area of the landscaping in front of the building near the main entrance.

The library building occupies the majority of the site. A drive aisle runsbehind the building on the east, where the property line angles away from the building from south to north, accommodating two parking spaces. The fire department prefers the drive to be kept unobstructed. There is no other on-site parking. Street parking in front of the library on Main Street is marked 2-hour parking from 8 am to 5 pm. A portion of the curb in front of the main entrance is a striped yellow loading zone. (Motorists can stop at a yellow curb for the length of the time posted only to load or unload passengers or freight. Drivers of non-commercial vehicles are expected to stay with their vehicle at a yellow curb.) A portion of the curb just north of the main entrance as well as a post at that parking space are striped Federal blue, indicating that this street parking stall is meant for accessible parking. The city is aware of the parking issues and has plans to make the parking lot adjacent available for public parking.

SITE ANALYSIS

Address: 105 N. Main Street, Ukiah, CA.

APN: 00219218

Zoning: UC-Urban Center

Area: Approximately 0.40 acres.

Ukiah Valley Local Responsibility Area for fire protection. The library is not within a Wildland Urban Interface Zone.

The Maacama earthquake fault zone runs east of the town of Ukiah through the neighboring town of Talmage.





Prevailing Winds: According to the Western Regional Climate Center, Winter prevailing winds from November through February are from the South-Southeast. Early Spring and late Fall prevailing winds are from the West-Northwest. Summer breezes are from the North, and overall annual prevailing winds are from the North.

Solar Access: There are no surrounding structure blockages to solar access for the site. Deciduous trees provide seasonal shade for most of the West building elevation. A small deciduous tree seasonally shades the southwest corner building windows. There are no trees on the east side of the building.

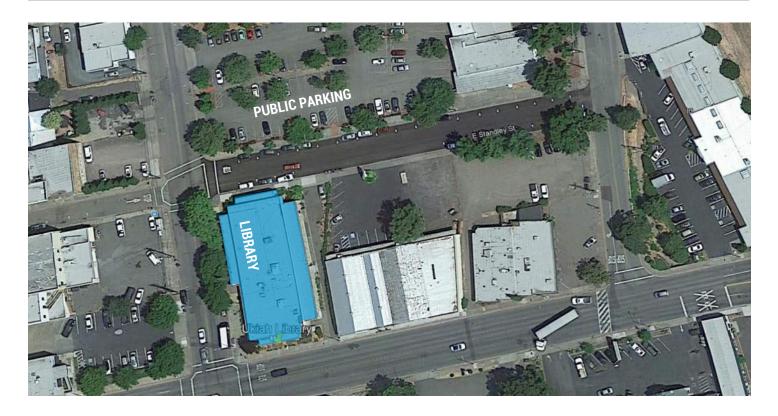
ACCESSIBILITY

The accessible parking spaces in the public parking lot do not appear to be the closest spaces to the library in that lot. The accessible parking stall markings do not appear to meet current code:

There is a circulation path between the double-loaded accessible stalls such that someone does not have to cross behind an automobile other than their own to reach the public sidewalk.

CALIFORNIA													
PREVAILING WIND DIRECTION													
STATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
Ukiah Airport, CA (KUKI). W	S	SSE	WNW	WNW	N	Ν	N	N	N	N	SSE	SSE	N

SOURCE: Wester Regional Climate Center



- Public way corner curb ramps do not have truncated domes per current accessibility code. Neither the yellow striped loading zone nor blue striped street parking stall contain a curb ramp such that either can be used as a code-compliant accessible drop-off zone or parking stall. There is a gentle slope from the public sidewalk to the main entrance.
- Site investigation is needed to determine whether or not dimensions, slopes and signage meet current accessibility code, from accessible parking stalls to the Library main entrance and other required exits.

PARKING

Limited public parking is available within two hundred feet of the main library entrance in the public parking lot directly across East Standley Street. There appear to be three to four accessible parking stalls in the public lot, including at least one van-accessible stall. The city has plans to add truncated domes to the sidewalk to comply with accessibility codes.

There are public trash/recycling containers to the south of the main entrance along the sidewalk.

 Bicycles parked at the public bike racks would either need to be parked in the landscaping strip or extending from there onto the sidewalk.

BUILDING

BUILDING DESCRIPTION

The Ukiah Library is the Mendocino County Main Library. It is owned by the City, leased and maintained by Mendocino County.

The main axis of the 14,410 sf rectangular building runs north to south, with the main entrance along Main Street on the west. Approximately 11,000 sf of the building is accessible to the public. The building is on two levels, with public spaces and library administration on the ground floor and additional administrative and storage on a basement level.

The majority of exterior wall surface is solid, with few exterior windows. Full-height exterior storefront windows occur on the southwest building corner and face two directions. There is a storefront window system across the western-facing main entry. Glazing is tinted dark.

The main entrance is in an alcove that provides rain protection. There is a book-drop in the exterior wall, near the main entrance, that is not in the rain-protected alcove. The book drop opens into the teen room.

Signage on the west Main Street elevation is prominent and has night lighting.

The roof configuration is low-slope, with rooftop mechanical units on the main upper roof and four separate lower roof areas. There are no skylights. Lighting in the public areas is primarily recessed overhead 2 x 4 fixtures, either fluorescent or LED. Lighting in the children's area is a sky-patterned luminous ceiling.

Public areas consist of the west-facing main entrance and adjoining seating area, circulation desk, teen room, children's area, children's single occupancy restrooms, adult collection, meeting and activity area, multi-occupant restrooms. Within the adult area next to the meeting area there is a small grant collection area. The meeting area is somewhat separated from the rest of the library by a partial wall. A full-height storefront window system with low solid infill panels and door separates the Children's Area from the rest of the library. There are two emergency exits to the east "back" of building – one from children's area and one from meeting area.

Ground level staff areas include children's librarian office and staff "back of house". There is one staff area exit to the east "back" of building.

The basement level includes storage and additional staff space. Access to and from the basement level is by stair or elevator. There is an exit from the basement to the east "back" of building.

The children's area and circulation desk have been renovated/ updated.



BUILDING ANALYSIS

Library staff and Friends of the Library members have communicated these needs:

- A dedicated and acoustically separated multi-functional public meeting room is needed.
- A door or other type of privacy separation for the adult literacy area
- Accommodation for STEM programs.
- Teen room is small.
- 21st Century library
- Management of transient visitors, review of security measures, standards of behavior
- Computer area is heavily used and takes up a lot of room how to make more efficient with equal or greater access?
- Larger staff lunch room
- Office space for bookmobile and temporary office/ workstation space
- What improvements library can do itself

Library staff and FOL have communicated that these areas are working well:

Children's area works well and has many patrons (big crowds)

There are no RFID security gates at the main entrance. It is suggested that an RFID tracking system be implemented and utilized in coordination with a automated materials handling system when the library expands as recommended.

ACCESSIBILITY

Building accessibility does not meet code and needs to be resolved to meet the ADA and CDC accessibility requirements. This includes but is not limited to:

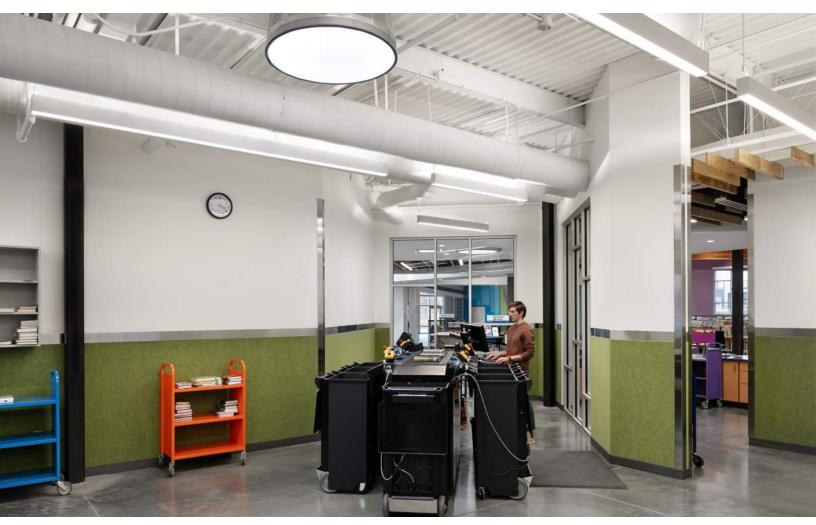
- toilet rooms
- building entrances
- circulation desk
- emergency exits
- exit widths

Ground-Level Public Areas: The public areas are all on one level and appear to include accessible pathways between different areas. A site survey is needed to establish current accessibility code compliance for circulation desk, computer catalogs, clear door widths, side clearances and landings, signage, stack aisle and public restroom accommodations.

Ground-Level Staff Areas: Similar to public areas.

Basement Staff Area: A site survey is needed to establish current accessibility code compliance of stairs, elevator and internal circulation routes for the basement staff area.





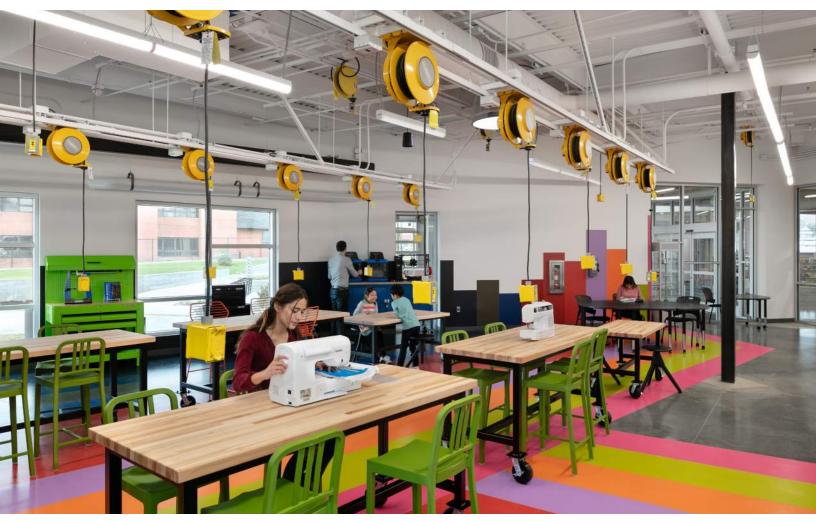
Kearns Library

WORKFLOW

The workflow efficiency could be increased by a more efficient layout that opens up the circulation desk more to the work area so that there is a visual line of sight so that when the circulation desk gets busy those in the work room can see to come out and help and if the person at the circulation desk has to momentarily go into the back room they still have visual control of the circulation desk.

The circulation desk is oversized. The 21st Century library uses a smaller circulation desk as a welcoming desk and is equipped to handle transactions. It is recommended that self-check units are used for most of the check-out processing.

At the current library size an automated materials handling system is not recommended, however when expanded to a 20,000 sf library space and efficiency can be improved with a 5 or 7 bin automated materials handling system that allows for more efficiency in book sorting allowing staff to spend more time out in the library servicing library customers and approaching them about their needs instead of waiting for the customer to come to them. Today's librarian is a proactive voice to members of the community about the plethora of programs and resources that the library offers.



Kearns Library

PROGRAM SPACES

MEETING SPACES

The meeting area is insufficient for this size of community. A meeting room that can be completely separated with operable doors / walls from the library for programs and activities at scheduled times and opened up for the use of library customers when not being used would be ideal for this community. A room of 700 - 1,000 SF is recommended. A multi-purpose room with a sink, counter space, and cabinets for storage is needed. Storage for nesting chairs and tables is highly recommended so that the space can be cleared or set up quickly and easily without wasting the space of the room. A storage room for the children's librarian in this room is also recommended.

The library is deficient in its offering of study rooms. Five to seven study rooms of varying sizes from four to eight people is recommended. The teen space is at a good location with potential for good sight lines. It is recommended that it have a glass wall for better sight lines into the space. Ideally the teen space would also be located near a maker space or multipurpose room so that it is easy to expand out of their space for teen programming.

HUMAN CENTERED SPACES

Successful 21st Century libraries focus on how their spaces can be used for multiple uses at different times of the day based on their communities needs and schedules of use. It is the responsibility of the librarian to activate these spaces with programs and access to equipment, space, and resources to accomplish things they are unable to do on their own. A maker space based on community interests and / or needs is one way to accomplish this. This may be a recording studio, a film studio, a music studio, a wood shop, or anything that supports the communities needs and interests. However human-centered spaces can be any and all spaces that are activated with people. The more flexible a space is the more ways it can be activated.

COLLECTIONS AND STACKS

Flexibility is key to the success of a 21st Century Library. Stacks in the children's area are recommended to be on industrial casters in 3' sections and 36" high so they are easily movable to create additional space for programing when needed. The current stacks in the children's area are on casters.

The collection should not grow in size and could be reduced by analyzing circulation statistics and implementing a robust weeding effort. Open area stacks should be 48" high to create increased sight lines, a 21st century open feel to the library, and better wayfinding for library customers. Stacks on walls are recommended to be 60" high. Stacks taller than 60" create an inequality in the ability of the average customer to access the top shelf and are not recommended.

COMPUTERS

Access to computers remains an important part of libraries as there are still many with insufficient digital devices or more common insufficient access to adequate broadband speeds. 21st century libraries also provide software that is not easily accessible to all such as professional photo and film editing and graphic design software.

It is recommended that the computer area be moved to a more open area and not up against a wall with good sight lines to the computers from the circulation desk. The 12 computer stations are typically sufficient for this size of community although libraries that experience a surge of after-school students may need more, or laptops that can be checked out by adult patrons when the computer area is over run with after school children and/or teens. There are 20 laptops available to check out at the existing facility.



Kearns Library

POPULATION GROWTH ANALYSIS

POPULATION GROWTH ANALYSIS

The Ukiah library serves the following zip codes. Item 6 list of zip codes within Library District:

- Ukiah 95482
- Hopland 95449
- Calpella 95418
- Potter Valley 95469
- Redwood Valley 95470
- Boonville 95415
- Talmage 95481

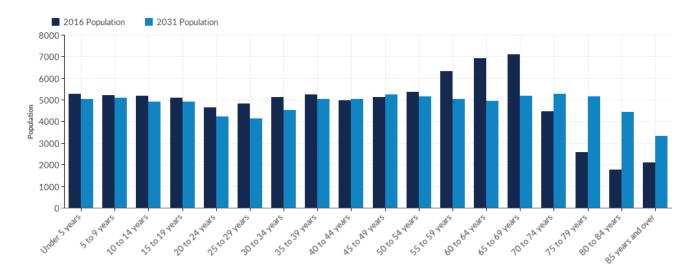
The population size of the library district is estimated to be 21,570 people.

It has been noted that through the interview and research process that the weekday population in Ukiah could be as much as double the noted population. This is based on many county residents commuting into Ukiah for work. While taking this into consideration it is more likely that families and children would use the library where they live and not where they work and that many of those commuting in live in the areas included in this population analysis. Library planning is typically based on population growth of residents within a library service district geographic boundary and that has been the basis for this study.

TOWN	POPULATION
Boonville	947
Calpella	682
Hopland	920
Potter Valley	498
Redwood Valley	1,713
Talmage	1,003
Ukiah	15,807
Total	21,570

The Population Demographics Report of Mendocino County, CA from March 2021 shows that the population of most age groups is slightly declining and there are a few that are slightly increasing. Overall the population size appears to be projected to remain the same without any significant increase in the next 10 years. Therefore the recommendations for the next 10 years are based on the existing population size.





Age Cohort	F	2016 Population	2031 Population	Change	% Change	2016 % of Cohort
Under 5 years		5,277	5,031	-246	-5%	6.05%
5 to 9 years		5,203	5,103	-100	-2%	5.96%
10 to 14 years		5,195	4,919	-276	-5%	5.95%
15 to 19 years		5,080	4,918	-162	-3%	5.82%
20 to 24 years		4,645	4,226	-419	-9%	5.32%
25 to 29 years		4,820	4,138	-682	-14%	5.52%
30 to 34 years		5,126	4,521	-605	-12%	5.87%
35 to 39 years		5,249	5,043	-206	-4%	6.01%
40 to 44 years		4,974	5,047	73	1%	5.70%
45 to 49 years		5,109	5,230	121	2%	5.85%
50 to 54 years		5,371	5,147	-224	-4%	6.15%
55 to 59 years		6,308	5,042	-1,266	-20%	7.23%
60 to 64 years		6,927	4,956	-1,971	-28%	7.94%
65 to 69 years		7,112	5,177	-1,935	-27%	8.15%
70 to 74 years		4,451	5,272	821	18%	5.10%
75 to 79 years		2,573	5,154	2,581	100%	2.95%
	Total	87,285	86,677	-608	-1%	100.00%

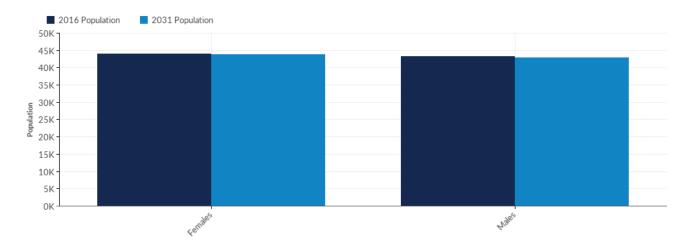
DEMOGRAPHICS ANALYSIS 04



DEMOGRAPHIC ANALYSIS

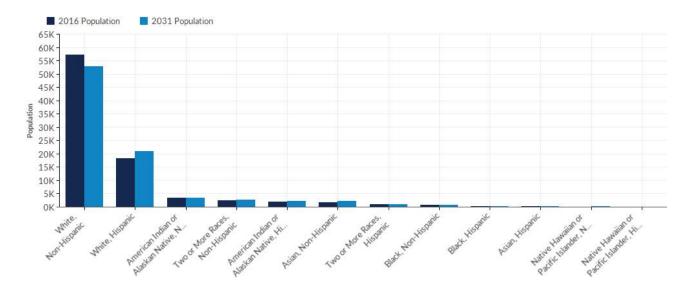
The demographics don't project a significant change in population although there will be a slight increase in Hispanic heritage and this should be a consideration when planning the collection, programming, and services.

Population by Gender



Gender	F	2016 Population	2031 Population	Change	% Change	2016 % of Cohort
Females		43,966	43,778	-188	0%	50.37%
Males		43,319	42,899	-420	-1%	49.63%
	Total	87,285	86,677	-608	-1%	100.00%

Population by Race/Ethnicity



Race/Ethnicity		2016 Population	2031 Population	Change	% Change	2016 % of Cohort
White, Non-Hispanic		57,289	52,831	-4,458	-8%	65.63%
White, Hispanic		18,187	20,846	2,659	15%	20.84%
American Indian or Alaskan Native, Non-Hispanic		3,519	3,357	-162	-5%	4.03%
Two or More Races, Non-Hispanic		2,440	2,600	160	7%	2.80%
American Indian or Alaskan Native, Hispanic		2,025	2,232	207	10%	2.32%
Asian, Non-Hispanic		1,628	2,145	517	32%	1.87%
Two or More Races, Hispanic		936	1,079	143	15%	1.07%
Black, Non-Hispanic		629	833	204	32%	0.72%
Black, Hispanic		268	305	37	14%	0.31%
Asian, Hispanic		153	192	39	25%	0.18%
Native Hawaiian or Pacific Islander, Non-Hispanic		120	146	26	22%	0.14%
Native Hawaiian or Pacific Islander, Hispanic		91	110	19	21%	0.10%
	Total	87,285	86,677	-609	-1%	100.00%

LIBRARY DATA ANALYSIS 05

LIBRARY DATA ANALYSIS

The library data provided was for the entire Mendocino Library System and not just the Ukiah Library. Based on those numbers the circulation appears to be providing good services of books but no program information was provided. As previously noted a more detailed analysis of the circulation and an aggressive weeding of the collection is recommended. As indicated earlier in this document the library should be looking to increase program offerings and advertising to increase activation of the spaces and programming based on community interests and needs.

Current library statistics are:

- Programs conducted: 468
- Attendance at programs: 9,339
- Circulation: 195,055
- Door Count: 126,309

The library statistics indicate that the library is supporting the users in the following ways:

- Personal economic development
- Plays a role in responding to, or building resilience after a crisis in the community
- Support users' personal learning and knowledge development
- Help in developing social capital in the community

It is recommended that a SEED (Social, Economic, and Environmental Design) Community Outreach study be conducted in coordination with future programming and design work to correctly assess the community's interests and needs. https:// seednetwork.org



Logan Library Rendering

OPERATIONS ANALYSIS 06

OPERATIONS ANALYSIS

Based on staff and budget analysis of the Mendocino County Library district; the library receives funding from Measure A funds, a state library grant and property taxes. There does not appear to be a direct funding source for the renovation and addition of the Ukiah library however there are several avenues that the Ukiah library could explore to find funding for the needed renovation and expansion of the library.

- General Obligation Bonds
- Increased Property Taxes
- Increased Sales Taxes
- Fundraising and a Capital Campaign
- State Funding

The State of California recently funded a one-time funds for local library facilities in the amount of \$389 million. It is likely that these funds will be distributed through the state library. They will require the library to match funds requested in order to access the funds. <u>https://www.cla-net.org/news/568056/New-from-the-Capitol-June-2-2021.htm</u>

It is also recommended that a building renovation be an energy efficient upgrade with a focus on reducing the buildings EUI and becoming a net-zero energy certified building through the International Living Future Institute. This will greatly reduce operational cost over the continued life of the building.



Glendale Library

COMMUNITY ANALYSIS 07

PARTNERSHIP POTENTIAL

Partnerships and Joint-Use facilities can have two main advantages:

- 1. Shared funding can increase the ability of an organization
- 2. A properly designed shared facility can create shared spaces in an efficient way that allows for more usable space within a smaller building and therefore reduces the cost of expansion with combined funding.

Shared and Integrated Programming should always be looked at as an outcome of these types of partnerships and should be focused on the community and not on the individual organizations. An investigation of the following organizations as potential partners should be conducted to identify if they have additional space needs, if moving the library to their location or another combined location is good for the library, what available capital funds they have access to, and if programming and shared space could be achieved.

- Ukiah Unified School District
- Alex Rorabaugh Gymnasium and Cultural Recreation Center
- Grace Hudson Museum
- Community Foundation of Mendocino County

COMMUNITY ENGAGEMENT

It is recommended that a SEED (Social, Economic, and Environmental Design) Community Outreach study be conducted in coordination with future programming and design work to correctly assess the community's interests and needs. <u>https://seednetwork.org</u>

COMMUNITY ENGAGEMENT

Community input should be carefully coordinated and developed uniquely for the communities served by the Ukiah library. A SEED certified public outreach process will bring deeper meaning to people in a variety of socio-economically areas. Arch Nexus has very specific expertise reaching out to communities with varying demographics. Simply holding a series of public meetings will be unsuccessful. As demonstrated with many similar projects with multiple demographics, an effort to engage those who cannot be at these meetings is the key to success and key to creating community ownership.

To do this, additional efforts to reach specific cultural or demographic groups within the community will need to be made. This will give improved access their input on the issues they hold dear. This can include public outreach at existing community events, local library programs, local school functions, and many more. Having a booth present at such activities garners input from entire families and amplifies the input process.

SEED is a third-party verification of the public outreach process that focuses on identifying community issues and how they connect to the project to increase the potential for success.

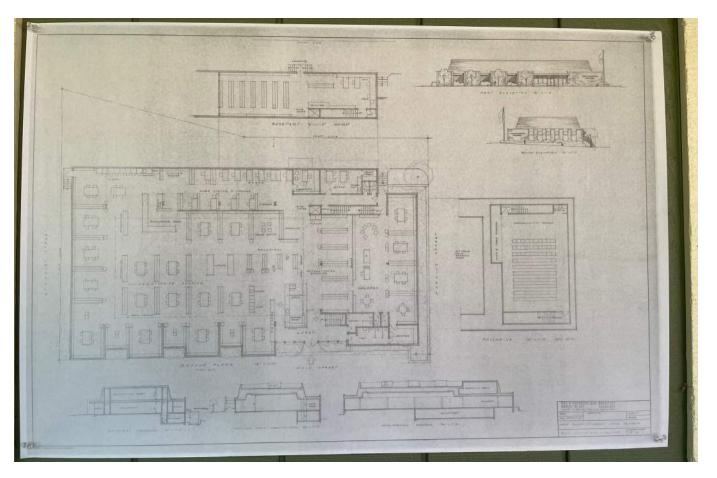


SPACE NEEDS & 08 ACTIVATION ANALYSIS

SPACE NEEDS & ACTIVATION ANALYSIS

The existing library is 14,410 SF which breaks down into an 11,015 SF main level and a smaller basement. In order to properly activate the basement space an open stair and atrium is suggested to bring in natural light and views that connect the two levels. Designing proper spaces with daylighting has been proven to increase their ability to retain knowledge in learning and be more creative. Biophilic design principles will provided equitable spaces for the community to really progress their quality of life. https://living-future.org/biophilic-design/#the-guidebook

The proper library size for this community is approximately 20,000 SF of floor space with additional outdoor space that can support outdoor programming as weather permits. In order to properly open the basement and increase the size of the library an 8,000 sf addition is recommended.



This floor plan from the original drawings shows approximately 6,000 SF as a second story that was not built. The original design included this space as a meeting room. A meeting room on an upper level is not recommended. Sight lines and access becomes restricted except for during specific programs and it sits empty and is wasted space when it could be doubled as extended library space on a main level adjacent the children's and / or teen space.

It is recommended that a structural engineer do an analysis to see the feasibility of adding a second story at this location and if it is possible to expand it out to a larger area. Although the plans show a second story a structural engineer verification needs to occur to assure that the building was constructed as designed to support these additional loads. Although the original drawings included this the existing structure could have been modified to not support it when it was taken out of the design and construction.

If it is desired to expand as a second level it is recommended that a two-story open space and mezzanine also be added to create biophilic experiences for the community that promote a feeling of welcome and safety as well as enhance their abilities to learn and create. An elevator will also be required to provide equitable and accessible spaces to the public. The design in the original drawings does not show an elevator to the upper level which under certain design provisions could be possible but is not recommended. An elevator is a necessity for multi-level spaces as to provide equal access to all.

Due to site constraints a second story may be a serious consideration however the following should be investigated as potential options to evaluate the most cost-effective solution which may not be adding a second story onto the building.

- Purchasing adjacent property
- Other available sites for a new library location
- Partnering opportunities and sites throughout the community
- Structural evaluation of adding a second level



Daybreak Library Rendering

RECOMMENDATIONS & 09 POTENTIAL COSTS

RECOMMENDATIONS

A summary of the recommendations from this document include:

- Increasing the library size to 20,000 SF to meet the needs of the community for the next 10 years.
- Redesigning the layout of the interior spaces to create open, inviting spaces for optimal learning and creating.
- Reducing the collection through an aggressive weeding based on circulation statistics and important community resources.
- Reconfiguring the circulation desk and staff area relationship to be more open
- Reconfiguring the circulation desk to be smaller being supported by self-checkout stations.
- 5 or 7 bin Automated materials handling system
- Exterior book drop adjacent the staff work area and the automated materials handling system (could be walk-up or drive up)
- Additional meeting room space of 700 1,000 SF

- Additional 5 7 small study rooms of various sizes ranging from 4 – 8 people
- Structural feasibility analysis of adding a second level
- Investigate the cost comparison of:
 - Constructing a second story
 - Purchasing adjacent property and expanding the library
 - Purchasing a new site and building a new library by using the funds from selling the existing building.
 - Partnering analysis of funding, programming, and location collaborations

See more details of the recommendations in the body of this document.



POTENTIAL COSTS

The market of construction cost has recently gone through an unprecedented surge and is currently in the process of trying to stabilize. These potential costs are based on projects currently being constructed in the current market and do not include inflation and escalation that will continue to occur year to year. It is recommended that costs be re-evaluated yearly to assess their relevance to the ongoing fluctuations in the market place.

NEW BUILDING CONSTRUCTION, 20,000 SF*

- Land Acquisition: varies based on each potential site
- Site Costs: varies based on each potential site
- Total Construction Cost: \$800 / SF x 20,000 SF = \$16,000,000
- FFE (Furniture, Fixtures & Equipment) = \$2,400,000
- Automated Materials Handling System: varies on the manufacturer selected

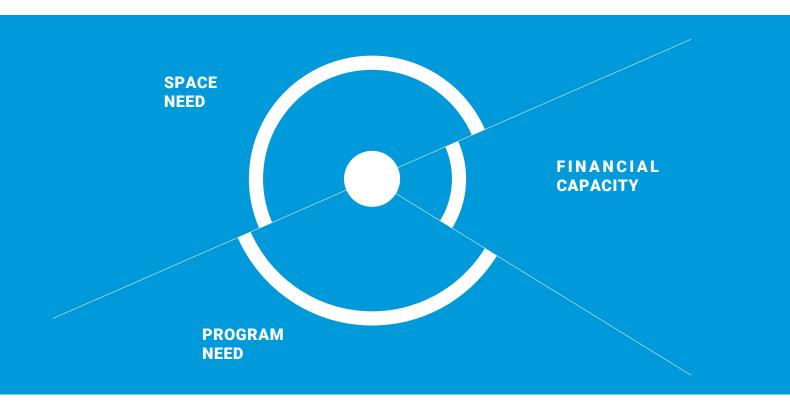
- 10% Owners Contingency = \$1,600,000
- Owner Soft Costs = \$4,000,000
- Architecture and Engineering Fees \$1,760,000

RENOVATION AND 8,000 SF ADDITION*

- Land Acquisition: if the project expands horizontally, to be determined
- Site Costs: varies based on horizontal or vertical construction
- \$800 / SF x 8,000 SF = \$6,400,000 (horizontal construction)
- \$950 / SF x 8,000 SF = \$7,600,000 (vertical construction estimate, structural evaluation will be needed to confirm cost)
- \$400 / SF x 12,000 SF = \$4,800,000
- Total Construction Cost = \$11,200,000 \$12,400,000



Stockton Library



- FFE (Furniture, Fixtures & Equipment) = \$2,400,000
- Automated Materials Handling System: varies on the manufacturer selected
- 10% Owners Contingency = \$1,120,000 \$1,240,000
- Owner Soft Costs = \$2,800,000 \$3,100,000

FUNDING

It is recommended that local funds be immediately identified and allocated to the library to take advantage of the one-time matching funds being currently funded through the state of California budget. Architecture and Engineering Fees \$1,232,000 - \$1,364,000

*Sustainable Resilient Building: Depending on the level of LEED, NetZero or Living Building Certification additional design and construction costs will be incurred.

NEXT STEPS 10

NEXT STEPS

The recommended next steps in order of execution are as follows:

- 1. Potential Partner and Location Feasibility Study
- 2. Real Estate New Site and Adjacent Site Purchase Feasibility Study
- 3. Second Level Addition Structural Feasibility and Cost Study
- 4. SEED Certified Community Outreach (Can be completed by a SEED certified architectural firm as a part of the programming and design phases within the above mentioned fee structure)
- 5. Architectural Programming: Identifying the space needs for activities based on the SEED Certified Community Outreach process
- 6. Design
- 7. Construction

