PUBLIC LIBRARY
CITY OF HERMOSA BEACH
COUNTY OF LOS ANGELES
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HERMOSA BEACH PUBLIC LIBRARY

Needs Assessment Report: Phase I
March 28, 2017

GRIFFIN STRUCTURES, INC.
PROGRAM AND CONSTRUCTION MANAGERS

Report to the
City of Hermosa Beach

Hermosa Beach
Library Needs Assessment

PHASE I

Submitted
March 28, 2017

GRIFFIN STRUCTURES, INC.

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2. EXECUTIVE SUMMARY

INTRODUCTION

The County of Los Angeles provides library service to the residents of Hermosa Beach. Property taxes collected from the residents go directly to the County and a percentage is allocated to pay for library services. Currently, the City contributes more in tax revenue than is spent annually on library services. The balance is secured in a surplus reserve balance. These funds can only be used for library purposes -- to enhance services, collections, staff, hours, or contribute to a capital project. Jurisdictions with surplus funds typically work with the County Library to conduct a needs assessment to determine how best to spend these funds.

In March 2016, the City of Hermosa Beach issued RFP #16-04, the purpose of which was to identify a team qualified to perform a community wide library services needs assessment separated into two phases. The first phase of work includes conducting a space needs assessment with supporting community outreach. The second phase of work includes using the identified space needs to develop conceptual plans and related budgets.

Griffin Structures, Inc. was selected to perform the work and began Phase 1 in the fall of 2016. This report focuses only on Phase 1 and requires direction from the City to advance the project into Phase 2.

As part of the Phase 1 scope, the community was invited to share their vision for library services. The process was designed to engage the community in the identification of resources needed to provide the highest level of library services to the residents of Hermosa Beach, to prepare a detailed space needs assessment, and to identify possible square foot requirements and scenarios to provide this space ranging from additions and renovations to construction of a new library. Associated capital and operating costs would also be identified.

Formal quantitative standards, which were abandoned by the American Library Association and the Public Library Association decades ago, generally do not recognize the unique demographics of each community, specific community needs, or resources available. Professional organizations now recommend combining any quantitative analysis with a comprehensive needs assessment to identify the community's specific library service needs. This document is the product of a community based needs assessment.

Included in this document are results of a benchmark study, analysis of input and output measures, and a snapshot of Hermosa Beach demographics. The demographic profile points to a highly-educated population with a high level of expectation from schools and local government. Residents are characterized by longevity in the community and a population that is engaged with local government and services. With over 60 % of the population having lived in their current residence for more than 15 years, many used the current library with their children, and some frequented it in their own childhood. The population growth is slow with the highest growth in the over 65 and under 18-year-old populations.

Most residents are familiar with the wide array of County Library services including the ability to request materials on-line and have them delivered to a location which is convenient for the customer. Many residents are also familiar and comfortable with downloadable e-books. Technical assistance is available to residents over 50 years of age.

The library is praised for its staff and small-town feel. It is centrally located, nested in the Civic Center, and in short walking distance for much of the community. It is also a reasonable walking distance from both Hermosa Beach schools. In theory, this perfect combination offers the best of both worlds -- the great breadth and depth of County resources conveniently available and a cozy, friendly neighborhood library.

Not included within this report, is the results from the Phase 2 study which will include conceptual plans and budgets based on the direction from the City given the recommendations made in this document.

OUTREACH

An extensive outreach effort was designed to reach as many members of the community as possible. The City appointed an Advisory Group who assisted the consulting team with outreach, by providing valuable information about the community and its residents, and in the final decision making process. An on-line survey received 766 responses. Focus groups, a town hall meeting, farmer market pop-up surveys, and stakeholder interviews increased the number of participants to approximately 1,000 residents. Information gathered from the community was reviewed by the Advisory Group and used to evaluate future service options. The consultant team found that the survey response was substantially higher than many larger jurisdictions.

A significant number of comments focused on the desire to maintain the small-town feel, but to upgrade the current library which noted as outdated and uncomfortable. Residents are comfortable using multiple libraries and, specifically, use Manhattan Beach for the hours of operation and Redondo Beach for extensive collections. The third highest rank for other libraries used was noted to be Overdrive for downloadable books.

In general, community members felt that the children of Hermosa Beach are underserved by the current library. They also shared a desire for more community programs, art, music, education and culture. Requests for more collections were varied with many survey respondents requesting more bestsellers, but others noting that physical collections should be limited with the availability on-line access and delivery of books from the county's vast resources.

The top ranked library services by importance were Quiet Space to Read and Study and Children's Programs, both of which are limited by the current library facility. The vision for the library's future included Books and Education and Learning as the top two selections for all groups.

EXISTING LIBRARY FACILITY

The current library facility opened in 1962. It is currently the fourth oldest facility within the County Library system and is undersized for the service population based on all benchmarks and County Planning Guidelines. Many community members expressed desire for more natural light, updated décor, more comfortable furniture, and other upgraded amenities. It was noted, "this is not a place I want to be." The library opened in 1962 as designed with 21,000 volumes and 84 reader seats. Today the overcrowded building houses 48,000 volumes and the seating is reduced to 48. The stacks are densely packed and

occupy too much floor area creating a grab-and-go atmosphere. Furniture is not age appropriate and there is no acoustical separation.

The facility does not meet current accessibility codes including stack aisles, restrooms, entrances and exits, and service desks. If the current contents were removed and then returned to meet current code requirements, the building would require at least an additional 1,000 square feet – representing a net loss of 6 - 8,000 volumes and 8 reader seats.

The facility is well-loved and used-up.

BENCHMARKS AND MEASURES

A benchmark study shows the Hermosa Beach Library to be below both LA County and California State in square feet per capita but output measures show that circulation is 50% higher than the County Library average; attendance is 33% higher than the County Library average; and despite the lack of a multipurpose room, program attendance is 25% higher than the County Library average. Library use increased steadily from 2013 to 2014 with increases in circulation, holds, and Internet use. Use levelled off in 2015 and fell below prior levels in 2015, coinciding with the opening of the new Manhattan Beach Library.

The circulation of library materials (per capita) is high but it should be noted that of the total circulation in 2015-16 of 128,073, 30,700 were filled by holds with 26,000 of those coming from other libraries. Additionally, 12,221 items were downloadable books procured through the County Library's on-line resources. Librarians note that the current collections could be weeded, with many shelf sitters noted by focus groups and survey respondents.

Internet usage has declined sharply from 17,055 uses in 2014 to 9,120 in the most recent fiscal year. The decline can be attributed to several factors including the weak Wi-Fi in the existing building.

COUNTY STANDARDS

Based on the County Library's Minimum Planning Guidelines (2003) does not meet any of the per capita guidelines.

CoLAPL Guidelines	CoLAPL Guidelines 2003	Hermosa Beach 2016
Sq. Feet per Cap	.5	.32
Seats per 1K	2.5	2.4
Items per Cap	2.75	2.4
Multipurpose 2 per 1K, Minimum 75	75	0
PC per 1K	1	.4
Group Study Room(s)	1	0
% support space[1]	12 – 15%	22%

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[1] Includes all service desks, janitor closets, offices, workrooms, staff breakrooms and storage. As noted the service desks in the current library are substantially oversized based on new service models.

Recently constructed County Libraries have modified these guidelines to meet changing customer needs, library service models, and increased use of formats other than print materials.

In general, the trend is toward an increase in the number of reader seats per capita to a current average of 3.35 and the number of items per capita to 2.2. This balance provides for a space that is comfortably full, but not a warehouse of collections. Further, recent County Library projects average .59 square feet per capita with a range of .18 to 1.43 square feet per capita. The document contains a profile of 17 recent projects including size of library service population.

FINDINGS

The current facility limits library services to the community. Aside from the shortage of space, the lack of a multipurpose room presents the most serious deficiency.

User spaces are severely limited. With no additional space, age (and acoustically) separated spaces are not possible. Noise travels from the children's room through the entire library. The staff workroom is not enclosed, adding further to the noise. Tutors will continue to use the tables in the public area disturbing those around them. The children's room does not provide a stimulating and welcoming environment. The library has no self-check machines, no group study rooms, no space to expand collections, and suffers from a worn and outdated décor.

The space needs assessment carefully analyzes the library's service needs based on Advisory Group review, community input, County Library input, current best practices and trends, and an analysis of what the community can reasonably afford to build and maintain. The consultants have prepared four possible models for consideration, ranging from (1) remodel with no code triggering renovation (2) 10,000 square foot model possibly renovation and addition or new (3) 11,000 square foot model new or renovation and addition and (4) 12,000 square foot model. Each of these is analyzed for its capacity to meet the community's library service needs today and in the future. The models are presented with an analysis of collections, technology, support space, reader space, as well as estimated staffing requirements and operating costs. Summaries of content are included in the Needs Assessment document and detailed building programs are included in Appendix C.

Hermosa Beach can boast of excellent schools, community services, location, climate, housing values, income, and educational levels. Residents are deeply engaged in community dialogue and have strong feelings about keeping Hermosa "Hermosa." It is our hope that this study will provide guidance in planning future library services and assist in furthering the dialogue about what your library should be.

3. BACKGROUND

Hermosa Beach

The City of Hermosa Beach is known as a small-town beach community. It is located within the southwestern coastal portion of Los Angeles County in what is commonly referred to as the "South Bay" area. Hermosa Beach is one of the three "Beach Cities" and is bordered on the north by Manhattan Beach, on the south by Redondo Beach, on the east by Redondo Beach and Manhattan Beach, and on the west by the Pacific Ocean. The City has a total land area of 1.4 square miles and 1.8 miles of beachfront. Hermosa Beach is generally bordered by Artesia Boulevard, Longfellow Avenue and 35th Street on the north, Harper Avenue and Reynolds Lane on the east, Herondo Street and 190th Street on the south and the Pacific Ocean on the west. Pacific Coast Highway (State Highway 1) runs north-south through the middle of the City.

The city's beach is popular for sunbathing, beach volleyball, surfing, paddle boarding and social life. The city extends only about 15 blocks from east to west and 40 blocks from north to south, with the Pacific Coast Highway running down the middle. Situated on the Pacific Ocean, Hermosa's average temperature is 70 degrees in the summer and 55 degrees in the winter. Westerly sea breezes lessen what can be high summertime temperatures in Los Angeles and elsewhere in the county and help keep the smog away 360 days of the year.

A paved path, called The Strand, runs along Hermosa's beach from Torrance Beach in the south approximately twenty miles north to Santa Monica and the Hermosa Beach pier is at the end of Pier Avenue, which is one of the beach community's main shopping, eating and entertainment areas.

Hermosa Beach Demographics

Table 1: Demographic Composition Comparison to Los Angeles County

Demographic Characteristic[2]	Hermosa Beach	Los Angeles County
Median Age	39.3	35.9
Under 5	6%	6.5%
Under 18	18.3%	23.5%
Over 65	11.4%	11.5%
White	87.5%	53.4%
HH with under 18 yr old at home	20.3%	37.6%
AVG HH size	2.04	2.98
Average Family Size	2.8	3.58
BA or higher (over 25yrs old)	71%	29.9%
HS Grad	99.3%	76.8%
Median HH Income	$105,000	$55,870
Speak language other than English	10%	56.8%

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[2] American Fact Finder. 2015. https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml

Residents of Hermosa Beach are slightly older than the rest of Los Angeles County. There are fewer under 18 year olds and fewer over 65 year olds, however both age groups are increasing more rapidly than the rest of Hermosa Beach's population. The number of over 65 year olds has increased by more than 5% per year for the past five years; the number of under 18 year olds has increased by 3% per year for the past five years with higher growth rate in the under 5-year-old segment of this population. Significantly the increases in the two populations (under 5 and over 65) which are typically the heaviest library users, have occurred at the same time the total population of the City has grown by only .36% per year. (See Table 3 below.)

The average household size is nearly one person smaller than the rest of Los Angeles County and the number of households with children under the age of 18 living at home is half of the County average. Nearly 900 households or 8.6% of all households have children under the age of 6.

Table 2: Hermosa Beach Household Characteristics

Household Characteristics	% of Hermosa Households
HH with own children under 18	19.6%
HH with related children under 18	20.3%
HH with children under 6 only	5.6%
HH with children under 6 and 6 to 17	3%
HH with children 6 to 17	11.1%

Hermosa Beach residents are highly educated, far exceeding State and County levels of academic achievement. The community is less culturally diverse than most of the County and there are fewer non-English speaking residents than the rest of the County by 500%.

Population Trends

Population growth has been slow in Hermosa Beach. At .2% growth projected for 2015 – 2016, it is far below the Los Angeles County projected growth rate of .8% for the same period.[3] The area is populated with long term residents. Nearly 60% of residents have lived in the same house for over 15 years. Only 1% have lived in the same house for less than three years. With excellent schools, public services, and a nearly perfect climate, Hermosa Beach is an extremely desirable place to live. The median home value has more than doubled since 2000.

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[3] California Department of Finance. Demographic Unit. Table E-1 Population estimates for California Cities, Counties and State.

Table 3: Hermosa Beach Demographic Trends

Hermosa Beach Demographic Trends[4]	2010	2015	% Change
Population	19,506	19,860	1.81%
Housing Units	10,311	10,460	1.45%
Vacancy Rate	9%	11.40%	26.67%
Occupied Units	9383.01	9267.56	-1.23%
Housing with related children under 18	15.9%	20.3%	27.6%
Population Under 5	5.10%	5.8%	13.7%
Population under 18	15.90%	18.30%	15.09%
Over 65	9%	11.40%	26.67%
Median Age	37	39.3	6.22%
Latino any race	8.40%	8.50%	1.19%

Schools

Hermosa Beach has its own elementary school and middle school; high school students are served by either Manhattan Beach Unified School District or Redondo Beach Unified School District. District school children attend Hermosa View Elementary for Kindergarten to Grade 3 and Hermosa Valley Elementary for Grades 4 through 8. High school students attend either Mira Costa High School in Manhattan Beach Unified School District or Redondo Union High School in Redondo Beach Unified School District.

Hermosa Beach is known for its excellent schools. Hermosa Beach schools are among the top 10% of schools in California with students scoring at or above the 90% in the highest grade tested in reading and math. In 2005, Hermosa Valley and Hermosa View schools were honored as U.S. Department of Education National Blue Ribbon Schools, along with 33 California schools and less than 300 schools across the nation. The award was based on academic achievement.

In 2013, the Manhattan Beach Unified School District, received an API score of 940, the third highest in the State. The Redondo Beach Unified School District achieved an 887 and the Hermosa Beach City School District received a score of 937 on the 2013 California Academic Performance Index. Each individual school also ranked at the top of its respective category.

Table 4: Hermosa Beach Schools Academic Performance Index Scores

School	2013 API Score[5]
Hermosa View Elementary	934
Hermosa Valley Elementary	939
Redondo Union High School	856
Mira Costa High School	912

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[4] American Fact Finder. ACS 2010-2015. https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml
[5] California Department of Analysis, Measurement, & Accountability Reporting Division 7/31/2014.

Table 5: School District Academic Performance Index Scores

District	2013 API Score[6]
Hermosa Beach City Unified	937
Manhattan Beach Unified	940
Redondo Beach Unified	887

As noted in the demographic profile above, Hermosa Beach has a highly-educated population; 71% of the population over 25 holds at least a BA degree compared to 29.9% countywide. Over 46% of parents of students attending Hermosa Valley and Hermosa View schools hold advanced graduate degrees as compared to 10.5% countywide and 11.6% statewide.[7]

HERMOSA BEACH LIBRARY

Library History[8]

The Hermosa Beach Public Library is a single municipal library owned and operated by Los Angeles County, serving a library service area (LSA) population of approximately 20,000. The current 6,496 square foot facility has served up to 114,000 visitors per year since 1962.

Since its founding in 1907, the library has occupied six locations. The first Hermosa Beach Library was housed in the Ocean View School on Monterey Blvd., where the St. Cross Church now stands.   In 1913 the library became one of the earliest branches of the Los Angeles County Public Library system, occupying a room in the Walker Building on the northwest Corner of Pier and Hermosa Avenues.

In 1923 the library acquired a new home on the north side of the new municipal pier. In 1927 the library was moved into larger quarters on the south side of the pier. It was a banner year for the library in several ways: a new locale and new heights in circulation. As one of 160 branches in the county system, Hermosa library ranked sixth in usage with a circulation of 50,859.

During the years between 1927 and 1957 readers shared the pier facility with pigeons and gulls, swimmers and sun worshipers: a motley scene, but everyone adjusted and assimilated. Circulation of books grew quickly as parents waited in the cool shadows of the library's reading corners while their youngsters frolicked in the sand and surf. In 1938 a fire in the library was heroically contained by Kathryn Kerber, a teen-aged page. Years later she was to serve as Librarian, Kathryn Ditmar.

By 1957 conflicting demands on the use of the pier, crowding, and other factors, plus a need for more shelf space, inspired the County to move the Hermosa Beach branch closer to the center of town. The new location was the old post office at 1006 Hermosa Avenue, later to be Vaupel's Liquor Store. Expanded storage space proved a boon, but library users complained about lack of adequate space and parking. An off-street parking district was soon to come, but it was determined placing the library in the developing

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[6] California Department of Analysis, Measurement, & Accountability Reporting Division 7/31/2014.
[7] American Fact Finder. American Community Survey. 2015.
https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml
[8] Friends of the Hermosa Beach Library. Patricia Gazin 1991 (rev 2009) http://www.hbfol.org/history.htm

civic center would be more appropriate for readers and would release more parking space downtown for the convenience of merchants and their customers.

On August 10, 1962, after fifty-five years of growing with the community, the doors of a new library building at 550 Pier Avenue opened to the public. In March 2000, the library was refurbished with the support of Supervisor Don Knabe, Fourth District, Los Angeles County Board of Supervisors. In October 2015, the library was equipped with a new HVAC system which provided air conditioning and new landscaping.

Library Programs and Services

The Library offers well attended programs for toddlers, preschoolers, and school-age children in addition to programs for teens and adults. Children's programs draw the largest audiences and include Storytime, Summer Reading Program, BARK (Beach Animals Reading with Kids), a program in which children practice reading with certified therapy dogs, and other holiday and special events programs. STEM programs include Teen Robotics and Build it with Blocks Construction workshops. To meet the informational needs of Hermosa Beach's school aged children, librarians maintain an active relationship with local schools.

The Hermosa Beach Library offers an active monthly book discussion group for adults and supports the Hermosa Five-O-book discussion group in partnership with the Senior Activity Center. In the past year, the library has hosted 121 events for youth with a total attendance of 3,582. Total program attendance including those for adults and teens was 3,890.

E-Resources, including downloadable books and audiobooks as well as on-line ordering of books from the County system, and Wi-Fi are popular features of the Library. In the past year[9] 12,221 books and audiobooks were downloaded by the library's customers. The library has six public and two children's computers which were used by 2,448 customers for a total of 9,120 sessions (444 hours last year).

Hermosa Beach Library
550 Pier Avenue

Hermosa Beach Library Snapshot 2016
Population Library Service Area: 19,891
Registered Borrowers: 21,964
Collections: 47,400
Reader Seats: 48
Public Technology: 8
Annual Circulation: 128,073
Annual Gate Count: 83,603
Library Facility: 6,496 square Feet
Year Built: 1962

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[9] Fiscal year July 1, 2015 – June 30, 2016

Output Measures

Four Year Use Profile	2013	2014	2015	2016
Circulation	127,854	143,618	145,455	128,073
Gate Count	107,807	113,634	107,372	83,603
Program Attendance (Children)	3,676	3,249	4,794	3,560
Program Attendance (Total)	3,911	3,457	5,002	3,890
Holds Filled	30,420	35,603	35,207	30,722
Internet Usage	14,671	17,055	14,142	9,120

The Hermosa Beach Library is one of the busier Los Angeles County Libraries. At 1.10 borrowers per capita, there are more registered borrowers than residents of the Library Service Area (LSA). As noted in the survey results, (See Section *Outreach: Survey*) residents of the three beach communities use multiple libraries, many using all three. Respondents noted they prefer Manhattan Beach for the longer hours and seven days of service, Redondo Beach for the depth of collections, and Hermosa Beach for the friendly staff, small town feel, and walkable location.

With 34,693 holds placed and 30,700 holds[10] filled in 2015-2016, the Hermosa Beach Library is in the top 30% of Los Angeles County Libraries for holds filled. Holds filled account for 24% of the total circulation. Of those holds filled, 15% were filled with items from the local Hermosa Beach collection. The remaining 25,908 were borrowed from other libraries. Additionally, Hermosa Beach collections filled over 31,000 requests from other branches with items from its own collections, making it a net lender in the system.

Use of the library's services increased steadily from 2013 to 2015 and then levelled off or declined in 2015-2016 with free Wi-Fi and PC use substantially lower than in prior years. Use of free Wi-Fi decreased from 12,000 minutes in 2013 to 5,657 minutes in 2016.   This can be attributed to several factors including the weak Wi-Fi in the existing building. The decline in gate count and Internet usage can be at least partially attributed to the opening of the new Manhattan Beach Library in May 2015. The Manhattan Beach Library was closed from 2013 to 2015 and many residents used the Hermosa Beach Library until the new Manhattan Beach Library opened.

Benchmark Study

Library jurisdictions gather and share a wealth of data including input measures (what they own and what they spend) and output measures (how much their services are used.) This data allows libraries to create benchmarks to assess their performance. In the absence of quantitative guidelines, benchmarks can be useful in identifying areas which needs to be addressed in long-range planning.

The County of Los Angeles Public Library and the California State Library annually collect and tabulate extensive information. Data is provided either as unit quantity (items, transactions or square feet) or on a

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[10] Holds are items requested by Hermosa Beach residents which are ordered and then delivered to the Hermosa Beach Library or other preferred library location.

per capita basis. The most relevant data can be mined from same-type-library statistics where similar-sized populations are served.

A benchmark study comparing Hermosa Beach to the Los Angeles County Library (CoLAPL) average and California libraries median show while some input measures are at or below the benchmark, the output measures meet and frequently exceed benchmarks.   With a building, smaller than the CoLAPL average and substantially smaller than the State average on a per capita basis, Hermosa Beach attendance figures (gate count) average 28% higher than the CoLAPL average and slightly higher than the State average. Circulation per capita is approximately 50% higher than the CoLAPL average. Most notable is the program attendance which exceeds the CoLAPL average by 25%, in a facility which does not include a meeting room.

Table 7: Hermosa Beach Benchmark Comparison Input Measures

Benchmark Input Measures	Hermosa Beach	CoLAPL	California Average
Square Feet per Cap	.33	.38	.71
Seats per 1K	2.4	2.13	
Meeting Seats per 1K	0	2.33	2.5
PCs per 1K	.42	.62	.56
Items per Capita	2.38	1.74	2.02

Table 8: Hermosa Beach Benchmark Comparison Output Measures

Benchmark Output Measures	Hermosa Beach	CoLAPL	California Median
Annual Circulation per Cap	6.4	4.12	5.02
Annual Gate Count per Cap	4.2	3.27	4.03
Current Borrowers per Cap	1.10	.86	.55
Annual Internet use per Cap	.45	.81	.82
Annual Program att. per Cap	.20	.16	.24

4. COMMUNITY OUTREACH

A multi-pronged outreach effort was used to provide the maximum opportunity for community participation. The cornerstone of outreach was a widely-broadcast community survey made available for two months. In addition to the survey, a City-appointed Stakeholder Advisory Group met three times in four months reviewing data and community input as well as serving as ambassadors for the project. Members of this group participated in focus groups and community meetings, assisted with survey distribution, and provided access to email lists for distribution of information. They provided guidance in the preparation of the recommendations provided in this report.

A televised Town Hall meeting held on November 30 was well attended. Key stakeholders, including City Council members, were interviewed individually and focus groups were held for Friends of the Library, teens, parents of preschool children, school aged children in first through fourth grades, individuals interested in the arts, Senior citizens, individuals interested in technology, and business owners and supporters. Separate survey documents were used for teens and parents of preschool children who were unable to attend meetings. In all, including those who participated in person, on-line, or through a survey instrument, approximately 1,000 community members were offered the ability to participate. A detailed account of the community outreach effort appears in Appendix A.

OUTREACH PARTICIPANTS

- Stakeholder Advisory Group (18+)
- City Staff
- Survey Respondents (766)
- Elected Officials (3)
- School Aged Children (59)
- Preschool Parents (12)
- Seniors (7)
- Technology Enthusiasts (3)
- Arts and Culture (3)
- Business Interests (0)
- Friends of the Library (12)
- Teens (8)
- Town Hall Meeting (45)

SURVEY

An on-line survey with the option to complete a paper version was available to the community from October 13, 2016 through December 16, 2016. The survey received 766 responses of which 541 were completed on-line and 255 were submitted using the paper copy. The on-line Survey Monkey ® version was available via links on City and County websites and Facebook pages. The link was distributed to email lists using Constant Contact and various individual's mailing lists. The paper copies were distributed at the library, community center, and community events including farmers' markets, focus groups, Hermosa Five-0 Senior Activity Center, and City Council meetings.

In addition to the multiple-choice questions included in the survey, opportunity was available for additional comments in several categories. The question, "why don't you use the library," received 44 additional comments beyond the suggested responses; "what other libraries do you use" received 151 comments; "what is your vision for the library" received an additional 64 comments; and the open-ended question inviting additional comments received 201 comments. These comments are summarized below and included in more detail in Appendix B.

Respondent Profile

Over 83% of respondents (634) live in zip code 90254 (Hermosa beach). Of the remaining respondents, 46 live in 90278 (Redondo Beach / Lawndale); 26 live in 90277 (Redondo Beach / Torrance); and 19 live in 90266 (Manhattan Beach). Final survey results were also filtered to isolate those residing in 90254 to identify any significant differences in the responses.

The largest number of participants were in the over 65-year-old range, followed by individuals between 35 and 44 and then by individuals 45 to 54 years of age. Younger residents from over 18 to 34, were under-represented in the survey participants and families with children at home were over-represented. This is consistent with the largest library user groups – families with children and senior citizens.

Survey Responses

Table 9: Survey Respondent Distribution by Age

Question 2: What is your age?

Answer Options	Response Percent	Response Count	% General Population[11]
Under 18 (Includes 12 to 18)	8.7%	65	18.3%
19 to 24	0.9%	7	3.2%
25 to 34	9.9%	75	19.7%
35 to 44	20.5%	155	19.4%
45 to 54	19.7%	149	15.5%
55 to 64	16.6%	125	12%

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[11] American Fact Finder. American Community Survey. 2015.
https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml

Over 65	23.7%	179	10.4%

Table 10: Survey Respondent Household Profile

Question 3: Do you have children under 18 living at home?

Answer Options	Response Percent	Response Count	% General Population[12]
Yes	41%	301	20.3%
No	59%	440	79.7%

Table 11: Survey Respondent Libraries Used Preferences

Question 4: Which libraries do you use?

Answer Options	Response Percent	Response Count
Hermosa Beach	81.2%	610
Manhattan Beach	29.8%	224
Redondo Beach	41.1%	309
Do Not Use Libraries	10.0%	75
Which other libraries do you use?		151

In response to which other libraries do you use, 40 respondents reported using Torrance, followed by 26 who reported they use Palos Verdes. Third highest was nearly tied between school libraries and Overdrive and/or on-line order of books.

Table 12: Survey Respondents Non-Users

Question 5: If you don't use a library, please tell us why.

Answer Options	Response Percent	Response Count
Location	11.7%	15
Doesn't have what I need	21.9%	28
Hours	16.4%	21
Use the Internet	63.3%	81
Prefer to buy books, music, movies	38.3%	49
No time	17.2%	22
Other reasons you don't use a library		44

Other reasons cited for not using a library include:

- Parking is a challenge (multiple responses)
- Hours are not long enough (multiple responses)
- Library needs a refresher; it's small, noisy and outdated (multiple)
- Need an interactive children's area

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[12] American Fact Finder. American Community Survey. 2015.
https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml

- Too many rules; Fines and fees add up

Table 13: Survey Respondents Travel to Library Mode

Question 6: How do you travel to the library most frequently?

Answer Options	Response Percent	Response Count
Car	51.8%	376
Bicycle	4.7%	34
Walk	39.7%	288
Public Transportation	3.9%	28

Table 14: Survey Responses Importance of Library Services

Question 7: Please rank the importance of the following library services?

Answer Options	Not Important (1)	Somewhat Important (2)	Very Important (3)	Rating Average	Response Count
Quiet Place to Read & Study	84	176	432	2.5	692
Children's Programs	114	147	443	2.47	704
Collections	95	246	349	2.37	690
Expert Assistance	96	251	332	2.35	679
Technology, Training, Internet	128	195	354	2.33	677
Arts & Cultural Events /Exhibits	116	292	267	2.22	675
Teen Programs	164	248	240	2.12	652
Place to Meet, Collaborate, Create	175	246	244	2.10	665
Personal Workspace	210	255	204	1.99	669
Homework Assistance	219	248	193	1.96	660

Table 15: Survey Responses Importance of Library Services Filtered

Filtering responses by residents of 90254 yields these top 5 responses:

Answer Options	Weighted Rank
Children's Programs	2.5
Quiet Place to Read and Study	2.49
Collections	2.33
Expert Assistance	2.33
Technology Training, Internet access	2.31

Homework Assistance and Personal Workspace are ranked in the bottom two for residents of 90254.

Table 16: Survey Responses Importance of Library Services Filtered

Filtering responses by those who have children under 18 in the home yields these top 5 responses:

Answer Options	Weighted Rank
Children's Programs	2.59
Quiet Place	2.44
Collections	2.32
Expert Assistance	2.29
Place to Meet	2.19

Homework assistance and Personal Workspace are ranked in the bottom two for respondents with children under the age of 18 in the home.

Table 17: Survey Responses Importance of Library Services Filtered

Filtering responses by those who are over 65 years of age yields these top 5 responses:

Answer Options	Weighted Rank
Collections	2.48
Expert Assistance	2.47
Children's Programs	2.43
Quiet Place	2.38
Technology Training, Internet Access	2.36

The bottom two for the over 65-year-old group are Places to Meet and Personal Workspace.

Table 18: Survey Responses Importance of Library Services Filtered

Filtering responses by those who are under 18 years of age yields these top 5 responses:

Answer Options	Weighted Rank
Quiet Place	2.89
Technology Training, Internet Access	2.67
Children's Programs	2.59
Personal Workspace	2.52
Places to Meet, Collaborate	2.39

Lowest ranked by this group was Teen Programs at the bottom (11) and Expert Assistance (10).

Table 19: Survey Responses Desired Library Services and Features

Question 8: Which of the following most closely represents your vision for the Hermosa Beach Library?

Answer Options	Response Percent	Response Count
Books, Books, Books	77.1%	584
Education & Learning	62.4%	472
School Support	41.1%	311
Technology Access	41.0%	310
Safe Location / Sanctuary	41.0%	310
Research Center	39.2%	297
Arts & Culture	38.3%	290
Discovery & Exploration	37.6%	285
Family Destination	37.5%	284
Early Childhood Center	33.0%	250
Community Center	28.8%	218
Innovation & Creativity	26.9%	204
Meeting & Gathering	26.8%	203
Community Archive & History	26.7%	202
Popular Materials	25.9%	196
Technology Training	21.9%	166
Entertainment & Recreation	21.4%	162
Teen Destination	20.5%	155
Architecturally Significant	13.2%	100
Environmental Leadership	12.5%	95
Social Services Support	7.5%	57

Table 20: Survey Responses Desired Library Services and Features Filtered

Filtering responses by residents of 90254 yields these top 5 responses:

Answer Options	Response Percent	Response Count
Books, Books, Books	75.7%	474
Education & Learning	63.6%	398
School Support	42.8%	268
Safe Location / Sanctuary	42.2%	264
Technology Access	40.4%	253

Table 21: Survey Responses Desired Library Services and Features Filtered

Filtering responses by those who have children under 18 in the home yields these top 5 responses:

Answer Options	Response Percent	Response Count
Books, Books, Books	81.0%	243
Education & Learning	69.0%	207
Family Destination	60.3%	181
School Support	47.3%	142
Discovery & Exploration	45.0%	135

Table 22: Survey Responses Desired Library Services and Features Filtered

Filtering responses by those who are over 65 years of age yields these top 5 responses:

Answer Options	Response Percent	Response Count
Books, Books, Books	83.0%	149
Education & Learning	55.0%	98
Technology Access	44.1%	79
School Support	40.2%	72
Research Center	39.6%	71%

Table 23: Survey Responses Desired Library Services and Features Filtered

Filtering responses by those who are under 18 years of age yields these top 5 responses:

Answer Options	Response Percent	Response Count
Education & Learning	61.0%	36
Books, Books, Books	61.0%	36
School Support	59.3%	35
Innovation & Creativity	47.5%	28
Technology Access	47.5%	28

In addition to the responses to the survey's questions, 460 additional responses were offered to open-ended questions. A compilation of these responses is included in Appendix B. A sample of these comments follows:

Open-Ended Responses

- **Modernize and Remodel Library**: Comments on the Facility (26) and suggestions for update and remodel (13) noted: the need for quiet (6) and "The inside needs a lot of work, but keep the basic design," "Natural lighting and a feeling of spaciousness is important to me;" "library's physical space needs to be upgraded and modernized."
- **Keep the Small-Town Feel Library**. The concept of small town feel, small library, little library was offered in 31 comments. In general, the sentiment was "Don't destroy its small town feel and friendliness." 20 comments requested, "No change." "I like the small feel of the Hermosa Beach Library. This staff is always friendly and helpful."
- **Excellent Staff:** Staff was specifically praised by many respondents.
- **Improve Hours of Operation**: this was a concern to 15 respondents. Several stated they now use the Manhattan Beach Library because the hours are better and wish for at least six days a week of library hours.
- **Parking Expectations**: Parking was noted to be of concern to some respondents. Others noted: "I just use the library to pick up and return books and I appreciate the HB is so easy to get in and out of. You can always find a place to park…"
- **More Children Programs:** An overwhelming majority of comments (75) were regarding library services for children including requests for more programs and expanded collections as well as an environment to stimulate children's imagination. In general, comments praised the library's children's program.
- **More Programs**: More music, more arts, more programs for children and families.
- **More Robust Collections**: In general, (25) responses were pointed at more (and specifically noted) collections; e.g., DVDs and new books, but other respondents note "fewer physical books, CDs, Videos are gathering dust."
- **Integrate Technology:** Comments on the Library of the Future (8) ranged from "Ditch the books, bring in the 3D printers" to "the idea of a traditional library is completely outdated."
- **"We do not need to be Manhattan Beach!"** noted those in opposition. As the most recently constructed new library in the area and a close neighbor to Hermosa Beach, the Manhattan Beach Library received 57 comments. In general, there were 2:1 in favor of the new Manhattan Beach Library.

FOCUS GROUPS AND COMMUNITY MEETINGS

Following is information gathered at focus groups and community meetings.

Parents with Small Children

The Hermosa Beach Library offers three weekly story time programs for children. These are scheduled before the library opens and require moving the furniture out of the children's area. Because of the limited size of the area, participants arrive early and get an "admission ticket" to ensure they will get a seat. While people are very rarely turned away, there are issues with arriving early to get the ticket and there are some community members who don't agree with closing the library to the public.

- Respondents praised the staff
- It would be nice for the children's area to be more visually stimulating for children. Colors! Bean bag chairs
- Music
- I like the easy proximity to home, school, downtown, and the Farmer's Market. The staff are friendly, knowledgeable and easily recognized about town by my children as well as very helpful with local events, great books to read or local activities for the kids
- It's helpful to have a neighborhood library. It adds a valuable sense of community and friendliness to our town

Friends of the Library

The Friends of the Hermosa Beach Library was founded in 1959 and its first meeting convened in 1960. For nearly 60 years, the Friends have raised funds in support of the library's programs, services, and collections. The current officers provided great insight as both users and major supporters of the library.

In general, the sentiment was the library needs to be updated. One member noted, "This is not a place I want to be." Only one member requested the library should be left alone. The group felt the children of Hermosa Beach are underserved by the library with a need for program space for children, and updated and refreshed collections.

The following needs were identified:

- Library needs quiet space; there is no acoustical separation
- Maybe a small store for the Friends or sales area
- More new books
- Better children's space; Children are underserved
- Technology training and assistance for seniors and other residents
- Need more children's programming
- Support for STEAM (STEM)
- Accessible restrooms
- Power assist doors
- Parking area

Seniors

The Seniors of Hermosa Beach have access to services and meeting spaces through the Hermosa Five-0 program located in the Senior Activity Center in the nearby Community Center building. In the survey and the focus groups they indicated they don't need meeting spaces but are interested in technology training, programs, events, collections and expert assistance. Currently three specialists donate their time to provide technology assistance to residents over 50. They provide assistance with PCs, iPad/tablets, iPhone/smartphones, email, Internet and Wi-Fi. Appointments are available for home service or at the Hermosa Five-0 Senior Activity Center. It was noted this service needs better publicity.

The focus group identified these as the most important services of the library: children's programs, technology, books, technology assistance and the not-for-profit Wi-Fi accessibility.

Those who attended the Technology and Senior Focus groups noted they are avid users of the online book ordering system and the library's digital resources. Many felt the library does not need to build large physical collections, and are satisfied to have access to the CoLAPL's resources via on-line ordering and local pick up as well as download of e-books.

Positive features identified included the small living room feel, helpful and knowledgeable staff, location, interlibrary loan, and access to CoLAPL collections. Areas needing improvement included addressing the homeless population, time limits on computer use, patron management, middle schoolers and teens too noisy, shouldn't be a babysitting location, uncomfortable chairs, and an institutional feel.

- Don't need meeting spaces
- Interested in technology training
- Interested in expert assistance
- Heavy users of on-line book ordering and digitals
- Appreciate access to County resources
- Don't like the library being used as a babysitting service or as a location for tutoring
- Some would like a larger library
- Condense and eliminate old materials
- Keep it where it is
- Needs acoustical separation; chairs are not comfortable
- FOL space needed

Teens

Few teenagers use the Hermosa Beach Library. The group was under-represented in the survey and did not attend the well-publicized focus group. Consultants created a separate survey for teens; library staff assisted with distribution. As noted in the section above, *Background Schools,* Hermosa's high school students attend schools in Manhattan Beach and Redondo Beach. Local libraries are in close proximity to the schools and offer well-appointed teen areas and small group study rooms. The following bullet points are culled from the special teen only survey and the on-line survey responses:

- No time to use the library
- Not interested in teen programs

- Not interested in expert assistance
- Prefer to research on the Internet
- Likes "the kindness of the people" in Hermosa Beach
- Appreciates small town and small school. "I can walk to a lot of things. Weather is nice."

School Aged Children

The City offers a highly successful after school program at the Community Center. Children are provided the opportunity to do homework, study, play, and engage in other social and creative activities under the supervision of dedicated community services staff. Nearly 60 school children participated in two lively focus groups, sharing favorite book titles and expressing the desire for makers' spaces, robotics labs, browsing books, and relaxing in bean bag chairs.

- Majority do homework at Community Center program after school (80% of group)
- Books are favorite part of HBL "please don't run out"
- Nice librarians
- Have Diary of a Wimpy Kid (series)
- Would like a Makers' Space, video game room, virtual reality room, movie theater, place to make art
- Younger group uses these libraries: Hermosa Beach (9); Redondo Beach (11); Manhattan Beach (6)
- Would like cozy chairs

Techies

- Heavy use of the on-line ordering system. No need to warehouse books in building
- Interlibrary loan fills the need for research materials
- Many people need help with their technology, especially setting it up
- Help with personal devices is available from Hermosa Five-0. Program has three volunteers. This needs better PR
- Can get magazines on-line. Do we need them in paper?
- Need workshops for adults; Dayle Eisenhauer offers classes in Manhattan Beach for 15-20 on iPhone, iPad
- Looking for a comfortable place
- Basic infrastructure in current library is weak

Town Hall Meeting

Approximately 45 individuals attended a televised town hall meeting. After a brief presentation, a lively discussion ensured. Attendees were invited to submit their name and contact information for an opportunity to participate in a drawing for an Amazon Fire Tablet. A video of this meeting is available at http://hermosabeach.granicus.com/MediaPlayer.php?view_id=6&clip_id=4316.

Discussion topics included the following:

- Library is heart of the community
- HB is being overbuilt
- Like the small-town feel
- Need more hours
- A new building could be inspiring
- Keep everything to scale, this is a small community
- Can walk to library
- Need a community multipurpose room
- Hermosa is an aging population
- Like the human touch
- Like the Leonard Wibberly collection and portrait
- Have toured other libraries

5. LIBRARY FACILITY

The Hermosa Beach Library is a single story 6,496 square foot 55-year-old facility. The Library is sited in a prime location, nestled into the Civic Center and in close proximity to the Community Center, it is in walking distance of both Hermosa Valley School and Hermosa View School. The Library is the fourth oldest facility in the Los Angeles County Library system. The building was refurbished in 2000 and in 2015 a new HVAC system and new landscaping were completed. The furniture is noted to be uncomfortable; the décor is dated. The City's RFP for consulting services noted the following: "The Hermosa Beach Library is in dire need of refurbishment to or replacement with a state-of-art facility, possibly including relocation. The current facility is among the oldest of County buildings, including those in neighboring cities".[13]

The facility is overcrowded, does not meet most current codes for accessibility, is noisy, and noted to be uncomfortable. When the building opened in 1961, it was designed to house 21,000 volumes. Today the shelving holds 48,000 volumes. The original furniture included 84 reader seats at tables for four or six including 28 seats for children and 56 for adults. Today the library offers 48 reader seats with no distinction in size of furniture based on age of intended user. The building may have felt spacious and welcoming when it opened, but with more than double the intended capacity of books it feels overcrowded and unwelcoming.

Table 24: Design Basis Contents and Current Furniture and Equipment

Type	Library circa 1961	Library 2017
Reader Seats	84	48
Technology Stations	0	8
Collections	21,000	48,000
Service Desks	3	2

LIBRARY SERVICE LIMITATIONS

While much beloved by many community members, the library facility suffers from its age and space related issues which place limitations on library services to the community. These include:

Parking. The library does not provide the County's current minimum requirement of four parking spaces per 1,000 square feet of space[14]. Although a high percentage of survey respondents report they primarily walk to the library (40%), others complain it is difficult to find parking due to the competing Civic Center and downtown uses. A 2016 Yelp reviewer of the library reported she would have rated the library five stars, but knocked it down to four because of the "wretched traffic at the Pier/Ardmore/Valley intersections and the tiny parking lot which is always full…."

Accessibility. The public areas are overfilled. Not all stack and reader areas have required clearances. The public rest rooms are not disabled accessible. The customer service desk does not have disabled access. The staff workroom does not have sufficient clearances to accommodate a staff member in a wheel chair. The staff kitchenette houses stored materials and book carts, frequently making the kitchen unit

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[13] Hermosa Beach RFP # 16-04 issued March 2016. City of Hermosa Beach.
[14] See below *Library Standards*.

inaccessible. The exterior doors are not power assisted. Clearances at doors and set backs of security gates do not meet current codes.

Staff Kitchenette and Storage Area
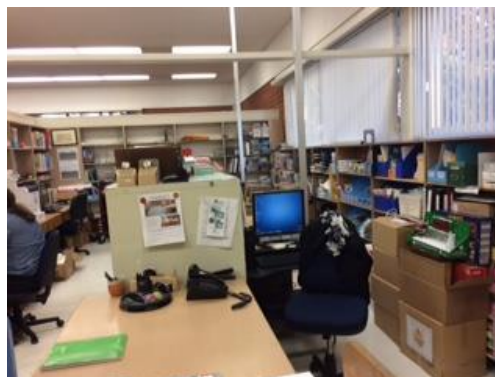
Staff Workroom Open Above to Public Spaces

Acoustics. The open floor plan creates noise issues. There are no quiet spaces to read or study and in the afternoon, many of the tables are occupied by tutors. The lack of a community room forces the library to offer children's programs before the library opens. These programs, which are offered three times a week, require significant reorganization of furniture to accommodate the children, their parents and caregivers, and the strollers. Additional acoustical issues are caused by the lack of a fully enclosed staff workroom. The lack of a private office for the Community Library Manager precludes confidential conversations.

Program Areas. The biggest service limitation is the lack of a multipurpose room. These spaces allow libraries to offer a wide range of quality programs to the public including the popular children's programs. In addition to currently offered programs, a multipurpose room can be a flexible space which allows a multitude of options ranging from pop up makers' spaces, homework centers, monthly book sale venue for Friends, location for homeschoolers, clubs, classic film series, cooking demonstrations, art exhibitions, teen anime and karaoke events, and multigenerational projects.

Shelving. The stacks are nearly full and several collections are housed on inappropriate height shelving units to increase capacity; e.g., Easy Books and I Can Read. Other sections; e.g., children's DVDs, are full beyond capacity making shelving new materials and collection management difficult. Many of the stack aisles do not meet current code requirement (CBC 2013) of 44" clearance for stack aisles serving two sides.

Reader Seats. The furniture is noted to be uncomfortable and outdated. As noted below, the library does not provide adequate power for use of personal devices. The children's area does not have age appropriate furniture. The adult tables are too close together. There are only four lounge seats. The teen area does not have a distinct teen-flavor and has no seating. There are no locations available for tutoring, which do not disrupt the public area. Most libraries now include group study rooms which can be used for small group meetings, collaboration, or individuals seeking a quieter location. These rooms are typically equipped with whiteboards, projection surfaces, projectors, and furniture which can be easily rearranged. (Both Manhattan Beach and Redondo Beach libraries offer these and they are noted to be extremely desirable by survey respondents.)

Technology. There is little to no access to electrical power for the use of personal devices. The Wi-Fi is noted to be weak. Library does not have self-check equipment. While there is a low number of PC stations based

on size of service population, the decline in use in recent years indicates the current number may be sufficient. Demographics indicate a higher percentage of residents may have personal devices. Manhattan Beach recently opened with fewer than 20 public Internet stations and has removed the PCs from the teen area due to lack of use.

Space Use. The dual entrances create an inefficient use of space requiring an excessive circulation allowance[15]. The customer service desk is oversized and the reference desk, which is also large, is located close to the customer service desk. As noted above, the facility is 6,496 square feet. If the rest rooms were upgraded and the contents of the current facility were removed and then returned with adequate clearance to meet current disabled access, building and fire and life safety codes, the space required would be at least 7,500 square feet. Meeting accessibility requirements would trigger a net loss of approximately 8,000 volumes (17%) and 11 reader seats (22%) or their equivalent.   To illustrate this point, Appendix D contains the floor plan for the recently remodeled Lomita Library. With similar contents, the Lomita Library requires 8,000 square feet of space[16].

Customer Service Desk

Information Desk

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[15] Space is calculated as Assignable Square Feet (ASF) which is space which is programmed (functionality) and occupied by the footprint of furniture, equipment, shelving, and necessary clearances. The total space required is the Gross Square Feet (GSF) which includes the circulation allowance between programmed areas, as well as stairs, corridors, shafts, mechanical space, ducts, some lobby areas, and the thickness of walls. The ratio of GSF to ASF is reported as the building's efficiency ratio. Typical library efficiency (ASF/GSF) ranges from 60% to 75%.
[16] The recent project included a freestanding 2,000 GSF multipurpose room which increases the library square footage to 10,000 GSF.

FACILITY STANDARDS

While there are currently no national or professional organization standards for public library facilities, Los Angeles County Public Library has Minimum Planning Guidelines which were adopted in 2001 and revised in 2003. Library Facility Planning Guidelines ("Facility Standards") were developed by the County Library in 2001 as part of a *Facility Expansion Needs Assessment Study* designed to assess and evaluate the County Library's facility needs. This study produced standards to be used in planning new facilities and to establish a needs assessment ranked by LSA to evaluate the Library's ability to meet basic service levels.

Data is normalized through application of a per capita or a per square foot formula. The facility standards are applied to the total anticipated service population (LSA) for the library facility being planned.

Although these were adopted to be minimum guidelines, they are not applied evenly and different jurisdictions have opted to modify to meet the community's needs and/or funding capacity. Library service models, collection formats, programs and services, and staffing have changed significantly in the last 15 years and CoLAPL has been at the forefront of implementation of many of these changes.

The Hermosa Beach Library is below the minimum planning guidelines in all categories. In addition, the location does not provide the recommended four parking spaces per 1,000 square feet of library space.

Table 25: CoLAPL Facility Planning Guidelines 2003

Planning Guidelines CoLAPL[17]	Standards
Sq. Feet per Cap	.5
Seats per 1K	2.5 per 1K
Meeting Room Seats	2.0 per 1K; Minimum 75
PCs per 1K	1
Group Study Room(s)	Minimum 1
Items per Cap	2.75

Table 26: Hermosa Beach Library Guidelines Comparison

CoLAPL Guideline	Library Service Area Population 19,891	Hermosa Beach 2016
.5 Sq. Feet per Cap	9,946	6,496
2.5 Seats per 1K	50	48
Meeting Room Seats 2 per 1K, Minimum 75	75	0
1 PC per 1K	19	8
Group Study Room(s) Minimum 1	1 - 2	0
2.5 - 2.75 Items per Cap	54,700	47,400

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[17] Source: *Facility Expansion Needs Assessment Study: Summary of Library Service Level Guidelines. Library Facility Planning Guidelines. 2003 revision.*

Table 27: Hermosa Beach Library Guidelines Comparison per Capita 1961 vs. 2017

CoLAPL Guideline	CoLAPL Guidelines 2003	Hermosa Beach 2016	Hermosa Beach 1961[18]
Sq. Feet per Cap	.5	.32	.40
Seats per 1K	2.5	2.4	5.25
Items per Cap	2.75	2.4	1.3
Multipurpose 2 per 1K, Minimum 75	75	0	0
PC per 1K	1	.4	0
Group Study Room(s)	1	0	0
% support space[19]	12 – 15%	22%	22%

Recent LA County library projects have ranged from as high as West Hollywood (.87 square feet per capita) and Acton Aqua Dulce (.93) to South Whitter (.21) and Topanga (.18). Many of the newer branches fall into the .5 to .6 square feet per capita range including Lawndale, Manhattan Beach, Pico Rivera, Quartz Hill, Sorensen, and Castaic.

Recent projects have modified the guidelines to meet local needs and current library trends by increasing the number of seats per capita and decreasing the number of items per capita[20]. With the number of reader seats at 2.5 per 1,000 residents and the number of items at 2.5 to 2.75 items per capita, these two numbers should be roughly even with 1,000 times the number of items as seats. (See Hermosa Beach above with 48 seats and 47,400 items.) Recent projects have shifted the balance toward reader seats and user spaces vs. collection space.

Table 28 on the following page contains a list of recently constructed LA County libraries and potential site visits. Only Pico Rivera meets the guidelines' balance of seating and collections. A sample of other new facilities show the ratio to be significantly different. Lennox has 1.3 items per capita and 2.7 reader seats per thousand. Quartz Hill, the newest branch, will house 2.0 items per capita and 4.7 reader seats per thousand residents.

Library Service Areas most comparable in size to Hermosa Beach are: Castaic, Lawndale, La Crescenta, Malibu, Quartz Hill, Stevenson Ranch and Sorensen (Whittier). Most similar demographically are Malibu and Stevenson Ranch based on income, education, school performance, population diversity, and home values. Sorensen Library houses 2.0 items per capita and 3.11 reader seats per thousand. East Rancho Dominguez which serves a similar sized library service area includes 48 reader seats (equal to Hermosa Beach) and 30,000 items vs. 47,400 in the Hermosa Beach Library, in a 7,215-square-foot facility. Castaic Library occupies 12,232 square feet of recently renovated commercial space, housing a similar sized collection with more than double the amount of seating.

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[18] Population of Library Service Area in 1961 16,115.

[19] Includes all service desks, janitor closets, offices, workrooms, staff breakrooms and storage. As noted the service desks in the current library are substantially oversized based on new service models.

[20] Refers to physical volumes. Downloadable materials have substantially bridged the gap in many cases.

Table 28: Per Capita Measures recent Los Angeles Public Library Facilities

Library		Date Opened	Square Feet	LSA Pop	SF Per cap	Seats	Seats Per 1K	Volumes	Items Per cap
Acton Aqua Dulce 33792 Crown Valley	NEW	2010	11,343	12,000	1.06	56	4.7	54,000	4.5
Castaic Library 27971 Sloan Canyon	Commercial Remodel	2016	12,232	17,500	1.43	110	6.3	45,766	2.6
Culver City 4975 Overland Ave	Remodel	2016	21,400	42,000	.5	175	4.2	92,000	2.3
Diamond Bar 21800 Copley Drive	Commercial Remodel	2012	18,245	60,437	.30	58	.96	69,600	1.2
East Rancho Dominguez 4420 East Rose Street	NEW	2012	7,215	16,300	.44	48	2.9	30,000	1.8
La Crescenta Library 2809 Foothill Boulevard	NEW 2 story	2010	15,010	18,000	.83	82	4.6	64,000	3.5
Lawndale 14615 Burin Avenue	NEW	2009	17,360	33,500	.52	119	3.5	65,641	1.9
Lomita 24200 Narbonne Avenue	Remodel	2016	8,024	23,100	.35	58	2.5	38,000	1.65
Lennox 4359 Lennox Boulevard	Remodel/ Add	2016	10,826	27,936	.39	73	2.6	38,000	1.35
Malibu 23519 Civic Center Way	Remodel	2012	16,530	17,879	.92	79	4.4	50,000	2.7
Manhattan Beach 1320 Highland Avenue	NEW 2 story	2015	21,500	37,000	.55	112	3.0	94,000	2.5
Pico Rivera 9001 Mines Avenue	NEW	2013	16,199	25,500	.64	65	2.5	65,000	2.6
Quartz Hill 5040 West Avenue M-2	NEW	2016	12,514	19,000	.66	90	4.7	39,000	2
Sorensen Library 6934 Broad Avenue Whittier	NEW	2011	10,655	21,490	.5	67	3.11	44,000	2
South Whittier 11543 Colima Road Whittier	NEW	2016	15,000	73,000	.21	112	1.5	74,000	1
Stevenson Ranch 25950 The Old Road	Commercial Remodel	2015	11,551	19,800	.58	80	4.0	60,000	3
Topanga Library 122 N. Topanga	NEW	2012	11,048	63,000	.18	86	1.4	52,000	.8
Average					**0.59**		**3.35**		**2.2**
Guidelines					*.5*		*2.5*		*2.5*

6. NEEDS ASSESSMENT FINDINGS

BACKGROUND

The population of Hermosa Beach is growing slowly, much slower than the rest of Los Angeles County. Significantly, the population barbells, those under 18 and over 65 are the fastest growing segments of the population and are typically the library's biggest user group.

The demographics of Hermosa Beach point to a highly-educated community with a high level of expectation of and appreciation for their excellent schools and community services. School performance indices are in the top percentile state wide. The community center offers a highly successful after school program and the Senior Activity Center Hermosa 5-0 offers a comfortable meeting space for programs, gatherings, and events as well free technology assistance as available.

The local elementary and middle school are within reasonable walking distance. High School students attend school in either Manhattan Beach or Redondo Beach which makes it difficult for teen agers to use the library after school and their use of the library is atypically low. The library has a teen area, but it does not have seating area and the space does not have a distinct teen flavor. Survey respondents in the under 18-year-old range ranked teen programs as their lowest priority.

Residents are active in local politics, participating in community dialogues on matters of concern. Although the turnout for several focus groups was low, the number of residents who participated in the survey and town hall meeting was excellent with no shortage of additional recommendations provided in the survey responses. (See *Appendix B*)

FACILITY

Some residents share concerns Hermosa Beach might be changing too fast. The new Manhattan Beach Library, which receives high praise from many, is seen by some to be an example of what might change the small town feel of Hermosa Beach. Despite the general consensus that the library does a good job and staff are highly praised, the current facility places serious limits on library services which can be provided to residents of Hermosa Beach. (See *Section: Library Facility*)

The current library is below benchmarks and Los Angeles County Minimum Planning Guidelines (*See Table 25: CoLAPL Facility Planning Guidelines 2003* and *Tables 7 & 8: Input and Output Measures*) As the fourth oldest facility operated by Los Angeles County, it is noted to be outdated and uncomfortable with weak infrastructure and limited disabled access in stacks, reader seats, entrances, and restrooms. The building suffers from lack of acoustical separation, as well as lack of a variety of seating options, lack of power and data at reader seats, lack of age appropriate furniture in the children's room, and most significantly lack of a community multipurpose room.

Lack of sufficient parking, reinforces the desirability of a location which is walkable to some, but discourages other customers from using the library.

The building feels densely packed with more than twice the number of collections it was designed for and less than half the number of user spaces. Public Service desks are oversized and use a higher percentage of space than recommended.

Space is used inefficiently with two entrances and an oversized Customer Service Desk. A reorganization of the existing contents to meet all current code requirements would result in a net loss of seating and collections equal to an additional 1,500 square feet.

OUTREACH

The community survey ranked **Quiet Space**, **Children's Programs** and **Collections** as the most important services for a library to provide. Some noted they felt children were underserved by the Hermosa Beach Library. Survey respondents also noted the desire for more programs, family activities, and more access to arts and culture. An overwhelming majority of comments in the survey were regarding library services for children including more programs and an environment to stimulate children's imagination. Respondents asked for more music, more arts, and more programs for children and families.

Respondents to the future vision question ranked **Books (71%)** and **Education & Learning** (62%) as the top two priorities. **School support** was ranked a distant third at 41%. In a community with the high level of educational achievement, the collections and programs must support a higher level of intellectual curiosity and learning which typically goes beyond the classroom and beyond the scope of a small public library's collections. This gap cannot be bridged by locally held physical volumes. Many of the survey respondents and focus group attendees noted they are comfortable with the on-line book order and delivery system to fill their needs and the on-shelf collection is of limited interest. Additionally, the robust collections of Redondo Beach provide an additional 250,000 items within a two-mile drive. Futurist respondents recommend "Ditch the books, bring in the 3D Printers, Internet Access, Laptops, Laser Cutters and don't make it feel like it's a school."

Many survey respondents and focus group attendees noted the need to update the facility adding, "This is not a place I want to be."

In assessing the needs to meet the unique demographics of Hermosa Beach, one must also address what is easily delivered and transported, what can be supplemented by or replaced by technology, and what should be available locally. The community desires a welcoming library which is not too large, but not too small. Information can be delivered by the Internet; collections travel from location to location; and technology has become more portable but the comfortable seats in a walkable location, public Wi-Fi, and the family destination cannot be satisfied by seats in the Manhattan Beach Library or the group study rooms in Redondo Beach.

SPACE NEEDS ASSESSMENT

Collections

Collections occupy the single largest percentage of physical space in a library facility. Traditionally physical collections occupied between 40 and 50% of the square footage. Recent trends have moved toward

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lowering the percentage to approximately 25% while increasing the space allocated to reader seats, technology, and meeting spaces. With the cost of purchasing, shelving, and maintaining collections, collection capacity requires careful consideration. Factors to consider are the high use of the interlibrary loan services, substantial increase in downloadable books, access to the vast county resources, and close proximity of the resources of Manhattan Beach and Redondo Beach.

Library staff suggested the collections should be weeded and refreshed, stocking (but not stock piling) items of current interest. Those customers with interest in materials beyond the level of a "small town" public library are comfortable using the interlibrary loan system. Among survey respondents, the number three ranked other used library in addition to Hermosa Beach, Manhattan Beach, and Redondo Beach, was Overdrive[21].

Collections need to be shelved on appropriate height shelving and stack aisles need to meet current code requirements. A reasonable target for the Hermosa Beach Library collections should be in the range of 50,000 to 60,000 items, meeting the Minimum Facility Planning Guidelines. With capacity of 55,000 items, there would be shelf space for an additional 10,000 volumes as well as space which becomes available as collections are weeded. Further an increase in circulation of materials can be anticipated in a renovated or new library, thus freeing shelf space for additional volumes.

Reader Spaces

The Hermosa Beach community needs more and varied seating types to accommodate the library's needs. When the building opened in 1962 to serve 16,000 residents, it contained 84 reader seats. Today it holds less than 50 with no distinction for age of users and no acoustical separation.

Currently seen largely as a grab-and-go library by many users, residents reported they want "A place I want to be." A variety of seating would provide parent-child oversized reading seats, cozy furniture for children to "curl up and read," large open tables for study, smaller tables for two for tutoring, as well as group study rooms for collaboration, and lounge seating for adults to relax and read. Acoustical separation would provide quiet for those who want it (ranked #1 in importance by survey respondents.) Power and data at the work surface would allow library customers to use their own personal devices with access to the library's Wi-Fi and printing capability. With the average at 3.35 reader seats per 1,000 residents for new libraries, the program should start with a minimum of 3 reader seats. A minimum of 25% of the total space should be dedicated to reader space.

Library seating should reflect the demographics of the community. Because children, in particular, are noted to be underserved by the current library, the library should improve the children's library, right size the furniture, and provide opportunities for multi-generational use of the space. Parents expressed the desire for bright colors, fun furniture, bean bags, and an environment that would stimulate children's interest in the library. Furniture should also reflect the aging demographics of the population in the selection of public furniture providing chairs with arms and soft seating that is not too low for ease of use.

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[21] Overdrive allows library customers to download eBooks and audiobooks and enjoy them on their devices including computers, tablets, and smartphones. The LA County Library collection includes more than 50,000 popular titles for people of all ages, including fiction / nonfiction, and titles in English, Spanish, and Chinese. The Library's downloadable collections are among its most popular, with customers downloading more than a million items last year.

Homework Center

The need for a homework center was ranked the lowest in importance for library services by all respondents including those who have children under the age of 18 at home. With the excellent after school program at the Community Center, there was general consensus that this was not an essential component for the Hermosa Beach Library.

Teen Space

Hermosa teens rarely use the library after school. With high schools located in Manhattan Beach and Redondo Beach, they frequent the libraries in those neighboring cities. The under 18 age group in the survey ranked Teen Programs as the least important library service. A teen space is recommended with a small amount of seating and an area to house distinctly teen collections, but it will not occupy a substantial portion of the library. It is recommended that the teen area be in proximity to the group study rooms as teens are usually the biggest users of these spaces.

Early Childhood Area

Children under the age of five are quickly becoming a larger percentage of the population. The story times are popular and Family Place is an essential service for Hermosa Beach. Comment from the survey:

"Thank you! I have 3 kids, 5 years old and younger and we are looking to make memories to last a lifetime at a new and updated library!!! We don't go to Hermosa library as much as neighboring libraries! Looking for a great kids' center! We do enjoy the 1015 on Friday morning for kids but looking for more space, computers and kid's programs! I have lived in Hermosa 15years and would love for us to have an updated library to make memories with my   children!!!"

Multipurpose Space

The deficiency which most limits service possibilities was noted by many, including the County Librarian, is the lack of a multipurpose space. The need for a multipurpose space was supported by focus groups of parents, Friends of the Library, and seniors. Survey respondents requested more programs, more art, more music, and more cultural entertainment and education in a flexible location. As noted above, the library remains closed to accommodate three children's programs a week. Capacity is limited by the amount of space that can be created by removing the tables and chairs from the children's area. The area is overcrowded with little room for parents and caregivers and the strollers. Further, this arrangement impacts hours that the library is open to the public.

A multipurpose space has become an essential component of all new libraries. A separate entrance, a kitchenette, and access to rest rooms provides options for library, city, and community programs, events and meetings. A flexible multipurpose room can host a chess club or provide space for much desired computer classes such as introduction to Photoshop or Windows 10. It can serve as a makers' space or a robotics lab as requested by the school children or provide location for an anime contest or teen karaoke

event. It can provide a location for homeschoolers to meet with the benefit of the library's resources close at hand. Libraries offer yoga classes, flower arranging, writing classes, scrabble tournaments, workshops on American Sign Language, and classic film series. One library hosted a five day drop in Lego event with over 75 participants ranging in age from 4 to 90, who came together and built a city out of Legos.   Libraries like Manhattan Beach who do not have a permanent Friends Store, use the multipurpose room for a "blowout book sale" providing valuable revenue to the library. The possibilities are limitless. Programs are no longer seen as beyond the library's traditional services, they are now considered to be core services.

Many jurisdictions rent their community rooms for a fee ranging from $60 to $100 for a four-hour window. The County Library typically rents to community organizations on a cost recovery basis. With program attendance at the Hermosa Beach Library already exceeding the County Library benchmark and close to the State benchmark, a multipurpose room would be an essential component in a new or expanded Hermosa Beach Library.

The Advisory Group strongly recommended the inclusion of a 100-seat multipurpose room.

Technology, Innovation and Discovery

A new Hermosa Beach Library should include, as a basic, technology that allows for self-service; that supports staff functions; that provides Internet access and computers for the public to use; robust Wi-Fi; and printers, scanners and other supporting technology for public and staff.

The number of hard-wired desktop computers seems adequate for the population as Internet use in the library has declined in recent years. Public needs can be filled more cheaply and in less space by supporting a laptop program for in-library use. These laptops can also be employed as a quick set up training lab in a multipurpose space. More importantly, the library should also provide infrastructure that supports personal devices with wide distribution of power and data throughout the user areas.

Group study rooms should be equipped with projectors and a multipurpose room should be equipped with video-conference equipment as well as high end projection and sound equipment.

The library as a location for Discovery and Exploration was ranked in the top five survey choices for parents with children under the age of 18. School children who attended focus groups would like a Makers' Space, video game room, virtual reality room, Movie Theater, and a place to make art. The library should provide an environment that fosters innovation and discovery and supports STEAM (STEM) for all ages. Technology might include a 3-D printer, 3-D scanner, laptops with editing software, and basic tools to enhance the library as a location for creation and discovery.

7. RECOMMENDATIONS

The Needs Assessment consulting team, with the guidance of the Hermosa Beach City Staff, County Library Administration, Library Advisory Group, and the input of the residents of Hermosa Beach makes the following recommendations.

- Continue to include the public in this process to keep them well informed when decisions are pending.
- Honor the community's desire to preserve a small town feel library while meeting the need for upgraded and expanded library facilities and services.
- Work with the schools, community center staff, and Friends of the Library to find interim solutions to library service deficits.
- Integrate the needs assessment findings into future study of the Hermosa Beach Civic Center.
- Evaluate capital and operating costs for all proposed scenarios.
- Think out of the box for the delivery of "traditional" library services particularly in collection acquisition and technology applications.
- Review ability of four possible facility models to meet the community's library service needs.
- Review preferred models during Phase II of the Needs Assessment for possible locations, configurations, and cost.

A description of four possible library models follows with full detail on furniture, equipment, support space, multipurpose space, collections, and service areas included in Appendix C. The space needs associated with each of these assumes there is a single entrance, single story building, which is fully code compliant and designed based on current collection and Interlibrary Loan Use. Each of the models is analyzed on a benchmark and County Library guidelines basis.

Each of the expanded models meets the need for sound separated spaces and multipurpose flexible space. Each maintains a similar balance of space for collections and reader seats with reader seats increased beyond guidelines. Based on the needs assessment findings, none of the models contains a homework center, but each includes two-person tables suitable tutoring. The number of tutor locations is increased in the larger model. Based on the needs assessment findings, none of the models includes a substantial teen area, but each includes a distinct teen area with appropriate collections and teen-style seating. Each is furnished and equipped to serve as a Family Place and each is intended to have a separate children's area which meets the community's desire for an environment conducive to discovery and innovation. Models B and C include one group study room; Model D includes two group study rooms.

Each of the expanded models includes suitable staff workspace and a separate private office for the Community Library Manager (CLM.) Staff workspace requirements are sized based on proposed staffing requirements prepared by the County Library for a 10K, 11K, and 12K square foot library facility. Each of the expanded models meets County Library requirements for Main Communications Room (MCR), Delivery Vestibule for night time deliveries and a minimum of two self-check machines. Models B and C include a Customer Service desk and an Information Pod. Model D includes a Customer Service Desk and either an Information Desk or Information Pod depending on the layout of the individual spaces. All models include a Friends Sale Area or Store and the larger model includes a Friends storage and workroom.

At two stories, any of these models would lose efficiency and construction costs could increase. Staffing costs would also increase. Regardless of these additional requirements, with the value of open space and cost of land in Hermosa Beach, a two-story option should be considered.

Table 29: Summary of Content Proposed Models

Model #	Description	Required Square Feet	Items Held	Reader Seats	Public Tech	Multipurpose	Friends Store/Sales	Homework Center	Group Study
A.1	Current Contents No upgrades	7,377	45,482	48	8	0	Sale Area	No	No
A.2	Current Square Feet Upgrades	6,496	39,000	40	8	0	Sale Area	No	No
B	10K Model	10,122	50,000	64	20	75	Sale Area	No	6
C	11K Model	10,963	55,000	74	22	100	Sale Area	No	6
D	12K Model	12,030	60,000	96	24	100	Sale Area Storage	No	12

Table 30: Per Capita Measures for Proposed Models

Model #	Description	Required Square Feet	SF Per Cap	Reader Seats Per 1K	Items Per Cap	Technology Per 1K	Multipurpose
A.1	Current Contents	7,377	.36	2.4	2.3	.4	0
A.2	Current Square Feet	6,496	.32	2	1.9	.4	0
B	10K Model	10,122	.5	3.2	2.5	1	75
C	11K Model	10,963	.55	3.7	2.75	1.1	100
D	12K Model	12,030	.6	4.8	3	1.2	100

Model A.1

Scenario A.1 would leave the library where it is and in its current configuration. New furniture and carpet could be added without triggering updated code compliance. Contents would essentially remain the same and the library would not expand seating, collections, or add a meeting room. This option might include upgrade of infrastructure (Wi-Fi) and purchasing more flexible seating or shelving (on casters) to continue the process of relocation of furniture to create multipurpose space. Minor improvement might include swapping tables for four for two person tutoring tables and a reduction in the size of the customer service desk. An expenditure beyond a certain level (TBD) would trigger Scenario A.2.

Scenario A.1 remains below the benchmark. There would be no multipurpose room. Parking would not be increased.

Model A.2

This model would remain in the current location and at the same size. It would require full code upgrade including rest room, doors, thresholds, aisle clearances, and Title 24 energy efficiency upgrades. Meeting these requirements would require approximately 20 – 25% more space causing a net loss of seating and collection space.

Scenario A.2 falls further below the benchmark. There would be no multipurpose room. Parking would not be increased.

Model B: 10,000 GSF Library

This model meets the guideline of .5 square feet per capita and increases the collections to 2.5 items per capita. It includes a separate children's area, group study room, wider variety of reader seats, needed upgrades to staff and support services area, and a multipurpose room to seat 75. Collection capacity would increase by 11%; weeding of shelf sitters would increase capacity for additional new and refreshed collections. Public use technology stations would increase, largely due to a laptop loan program for in-house use. This model would put collections, multipurpose room, group study room, and technology stations at the minimum planning guidelines. It would be most similar to newer Los Angeles County Libraries Topanga, Lomita, and Sorensen in size and content.

Model B could be configured as a single-story library in a new location or an addition to the existing 6,496 square foot library. Additions and renovations are generally less efficient in terms of both square footage and in terms of functionality. Two story buildings require significantly more non-assignable space for stairs, elevators, and related mechanical equipment. A two-story Model B would decrease the program content by approximately 15%.

Model B meets the minimum guidelines and exceeds the benchmark for seats and items per capita. As a two-story facility, content would be reduced closer to the benchmark level.

Model C: 11,000 GSF Library

This model increases the number of reader seats and the size of the Multipurpose Room. The collection capacity is increased by an additional 5,000 to meet the higher range of items per capita (2.75). The Advisory group strongly supported the larger (100 person) multipurpose room. Model C would be difficult to accommodate as a renovation/addition on the current site. Further a substantial increase in reader seats and program space would likely exacerbate the parking issues. The additional 5,000 volumes represent several years of collection acquisition at the current operating budget level but at current acquisition rate could mean up to 25% of the shelving would be vacant for several years.

Model C meets all the minimum planning guidelines and exceeds the benchmark average. Model C would be similar in size and content to the Stevenson Ranch Library which opened in 2015 and the Acton Aqua Dulce Library which opened in 2010.

Model D: 12,000 GSF

Model D at 12,000 GSF exceeds all minimum guidelines and benchmarks. The collections are increased by an additional 5,000 volumes. Reader seats are increased to include tutoring seats in the Children's Area and an additional group study room. The Friends' space is more generous and includes both a sale area or store and a storage/workroom. Computers are added to the teen area. At 60,000 volume capacity, the shelving would be one-third empty at opening day. With fewer than 3,000 items added annually, it could be more than seven years before the shelves were at full capacity. With weeding of shelf sitters, shelving could accommodate eight to ten years collection growth. The Advisory Group supported the larger Multipurpose Room and additional group study seats, with the sentiment, "Why not build it bigger?" The need for space to house larger physical collections caused some hesitation with this model.

Model D would require a large site to accommodate the footprint of the building and parking. At two stories, it would lose efficiency and construction costs might increase as noted above. Model D is most similar to the La Crescenta Library which opened in 2010 and serves a library population of 18,000. With similar number of seats and meeting room, La Crescenta, a two-story facility occupies 15,000 GSF.

Model: Hybrid

The various options were developed to illustrate how square footage requirements increase with increases in components which occupy space. The various components of these four models can be viewed like an *a la carte* menu. While the Advisory Committee felt strongly the 100-seat multipurpose room was the right size, there was no consensus on the largest size collection. With the close proximity of the larger holdings of Redondo Beach and the on-line access to the vast County Library holdings, the group felt the current collection could be refreshed and expanded slightly, but many shelf sitters could be discarded. Based on current use of the available reader seats, the Advisory Group felt strongly that based on the many tutors who occupy the tables in the afternoon, the tutoring tables were essential. Homework Assistance was ranked the lowest in the survey for important library services, likely based on the excellent after school programs offered at the Community Center.

Based on current facilities, the preliminary recommendation is to increase the reader seats exceeding the minimum planning guidelines, and to maintain the collections at the benchmark for new libraries (2.2 items per capita) or the guidelines (2.5 items per capita).

Although many survey respondents rated books as their highest priority, evidence of the increase in use of on-line holds from other libraries (25% of annual circulation) and downloaded e-books (12% of annual circulation) and the proximity of the larger collections at Redondo Beach Library, points to a declining need for locally held items; i.e., occupy physical shelf space. The lower turnover rate of collections (circulations per item) point to a collection that needs to be weeded and refreshed.

With the larger community multipurpose room and laptops substituting for desk top models in some areas, a comfortable hybrid model could fall somewhere between Model B and Model C. Building programs are not written in stone and are frequently modified during the schematic and design development phases of a library planning process. One can only imagine how busy a renovated, expanded or new Hermosa Beach Library will be. With output measures already exceeding both County and State averages, and data indicating that library use frequently doubles or triples in a new facility, one can strongly support the sentiment, "Why not build it bigger?"

COMPARISON PROPOSED LIBRARY MODELS

	Current	**10K**	**11K**	**12K**
Adult Media	11,000	11,570	11,800	12,700
Adult Volumes	16,622	17,732	19,800	22,000
Magazines Adult	45	45	45	45
Children's Media	1,475	1,675	1700	1,800
Children's Volumes	15,361	17,800	20,445	21,945
Magazines, Children	10	10	10	10
Teen Volumes	969	1,168	1,200	1,500
Sub-total Collections	**45,482**	**50,000**	**55,000**	**60,000**
Adult Lounge Seats	4	7	8	10
Adult Table/T4 Seats	28	16	20	20
Group Study Seats	0	6	6	12
Children's Table Seats	16	16	16	16
Early Childhood Table seats	0	0	0	4
Two Person Tables (Tutoring)	0	8	10	10
Parent/Child Seats	0	1	2	2
Children's Tutoring Seats	0	0	0	8
Soft Seating	0	4	4	6
Teen Seats	0	6	8	8
Sub-total Seating	**48**	**64**	**74**	**96**
Laptops	0	8	8	8
Adult Computers	6	6	6	6
Children's AWE	2	2	2	2
Children's PCs	2	4	4	4
Teen Computers	0	0	2	4
Sub-total Technology	**10**	**20**	**22**	**24**
Customer Service Desk	1	1	1	1
Information Desk/Pod	1	1	1	1
CLM Office	0	1	1	1
Self-Check Machines	0	2	3	3
Staff Workstations	4	4	4	4
Task Workstations	0	4	4	4
Friends Workroom	0	0	0	1
Friends Sale Area	1	1	1	0
Friends store	0	0	0	1
Community Meeting Room	0	75	100	100

COMPARISON PROPOSED COLLECTIONS

		Current	10K	11K	12K
A	Fic Classic	498	486	500	500
A	Fic English & Spanish	4,882	4,927	5,500	6,250
A	LP Fic & NF	100	200	250	300
A	Fic Mystery	185	185	250	250
A	Fic Romance	407	407	400	400
A	Fic Science Fiction	92	92	150	200
A	New Fiction	347	360	450	550
A	New Non-Fiction	154	360	450	550
A	NF Biography	540	540	600	700
A	NF Eng, Spanish, Asian	8,858	9,625	10,700	11,650
A	Oversized	309	300	300	400
A	Paperbacks	250	250	250	250
A	**Subtotal**	**16,622**	**17,732**	**19,800**	**22,000**
Juv	Children's New Books	-	300	300	350
Juv	EB Board	255	255	300	400
Juv	EB English	3,456	5,000	5,200	5,500
Juv	EB I can read	830	830	1,100	1,200
Juv	EB Spanish	199	190	250	250
Juv	J Concept	146	146	200	200
Juv	J EZ Reads	465	465	550	600
Juv	J Family Place	8	8	100	100
Juv	J Fic Eng & Spanish	1,940	2,200	2,500	3,000
Juv	J Holiday	358	358	400	450
Juv	J NF	5,891	5,940	7,200	7,500
Juv	J PB	1,113	1,113	1,200	1,200
Juv	J Pop Up	52	52	95	95
Juv	P Parents	129	129	150	200
Juv	P Read along	114	114	200	200
Juv	Y Graphics	393	450	450	450
Juv	YT Fiction	12	250	250	250
Juv	**Subtotal**	**15,361**	**17,800**	**20,445**	**21,945**
T	Fic Teen	801	1,000	1,000	1,300
T	NF Teen	168	168	200	200
T	**Subtotal**	**969**	**1,168**	**1,200**	**1,500**
	Print Volumes	***32,952***	***36,700***	***41,445***	***45,445***
AV	Audio CD	2,000	2,000	2,100	2,500
AV	Audio Book	1,000	1,200	1,200	1,200
AV	DVD	8,000	8,370	8,500	9,000
AV	Children's AV	1,475	1,675	1,700	1,800
AV	Subtotal	12,475	13,245	13,500	14,500
Mag	Adult Magazines	45	45	45	45
Mag	Children's Magazines	10	10	10	10
Mag	Subtotal	55	55	55	55
	Total Holdings	***45,482***	***50,000***	***55,000***	***60,000***

8. ESTIMATE OF PROBABLE COSTS

OPERATING COSTS

Annual operating costs for the Hermosa Beach Library are currently $1,085,066. This figure includes $867,808 in direct operating costs and $217,258 in support costs. The County Library has provided estimates of annual operating costs and staffing requirements for several scenarios. The operating costs are based on current facilities in the proposed size range with similar number of hours of operation.

Existing Library 6,496
Annual Operating Costs: $1,085,066
Current Staffing
  Full-time
  1 Librarian II, CLM
  1 Children's Librarian I
  1 Library Assistant

  Part-time
  4 Aides
  2 Pages

11,000 Square Foot Model
Annual Operating Costs: $1,543,846
Projected Staffing
  Full-time
  1 Librarian III, CLM
  2 Librarian I (Children's and Teen/Adult)
  1 Library Assistant I

  Part-time
  6 Aides
  4 Pages (add 1 or 2 additional Pages if designated Homework Center

10,000 Square Foot (Guidelines Model)
Annual Operating Costs: $1,454,068

Projected Staffing
  Full-time
  1 Librarian III, CLM
  2 Librarian I (Children's and Teen/Adult)
  1 Library Assistant I

  Part-time
  6 Aides
  4 Pages (add 1 or 2 additional Pages if designated Homework Center

12,000 Square Foot Model
Annual Operating Costs: $1,683,082

Projected Staffing
  Full-time
  1 Librarian IV, CLM
  2 Librarian I (Children's and Adult/Teen)
  1 Library Assistant II
  1 Library Assistant I

  Part-time
  7 Aides
  4 Pages (Add 2 Homework Center Pages if designated a Homework Center

PROJECTS COSTS

The options identified in the needs assessment can vary by scope including unknown solutions regarding (a) renovation, renovation and expansion, or new construction, and (b) site geography, geotechnical conditions, and other influential cost issues. In response to providing cost metrics for decision making purposes, we have included the below sample of recent library "new construction" total project costs for libraries within the Los Angeles Public Library System. Note that these do not include land acquisition costs or any off-site utility costs, and do not include escalation to current market value.

Exhibit
Snapshot of Library "New Construction" Total Project Cost
County of Los Angeles Public Library System

Project	Date	Total Cost	Size	Cost Per Sq. Ft
Lawndale	3/18/2009	$ 17,785,950.00	17,360	$ 1,052.73
La Crescenta	1/29/2010	$ 14,613,126.00	15,010	$ 1,001.75
Acton-Aqua Dulce	9/29/2010	$ 13,367,335.00	11,343	$ 1,206.66
Sorensen	11/10/2010	$ 9,038,825.00	10,655	$ 876.51
Topanga	1/12/2012	$ 17,250,371.00	11,048	$ 1,589.59
East Rancho Dominguez	10/29/2012	$ 6,700,500.00	7,215	$ 956.88
Pico Rivera	12/14/2013	$ 12,642,067.00	16,199	$ 808.61
Manhattan Beach	4/13/2015	$ 23,695,000.00	21,159	$ 1,148.04
Quartz Hill	8/23/2016	$ 13,124,836.00	12,514	$ 1,048.81
Average Project Cost Per Square Foot				**$ 1,076.62**

APPENDIX A: HERMOSA BEACH LIBRARY NEEDS ASSESSMENT OUTREACH

OUTREACH SUMMARY

- Mailed information to 24 community stakeholders—schools, local organizations, businesses, and multi-unit residential developments
- Posted fliers at City Hall, Library, Community Center, Starbucks, The Source, JavaMan and South Street Laundry
- Issued news releases to local media
- Sent more than 1,300 emails to 32 community contacts and subscribed stakeholders
- Featured on City, Community Resources Department and Library webpages
- Included in City November and December Newsletters
- Sent fliers to HBCSD to promote student participation
- Sent fliers to high school librarians and ADB/club advisors
- Gathered survey responses at Friday Farmers' Market and Tree Lighting (Advisory Committee members) and Wednesday Farmers' Market
- Hosted seven focus/special interest group sessions

DETAILED OUTREACH EFFORTS

October 13
- Distributed survey link, Constant Contact link, print version of survey, fliers and table tents to City and two County contacts
- Provided sample language for news release to City

October 21
- Distributed revised fliers and Constant Contact link with survey close date removed

October 26
- Pop-up event at Farmers' Market. Flier distribution and project advertisement.
- Fliers posted at Library, Community Center, Java Man, The Source, two Starbucks locations and Second Street Laundry

October 27
- Redistributed survey link, Constant Contact link, print version of survey and fliers to County

October 28
- Distributed Constant Contact email to Advisory Committee members and community contacts

November 10
- Fliers sent to contacts asterisked below with letter asking to post to help publicize the survey

November 18
- Constant Contact email sent to 254 email addresses (community contacts, Committee members and survey subscribers) with Town Hall and focus/special interest group meeting dates and survey access options

November 22
- Fliers for youth drawing sent to school district superintendent for posting, encouraging students to participate in the survey

November 28
- Constant Contact email sent to 304 with Town Hall and survey reminders, and focus/special interest group meeting dates

November 30
- Fliers sent to high schools—librarians and ASB/club advisors
- Town Hall Meeting
- Materials provided for December 2 Farmers' Market and December 4 Tree Lighting

December 6
- Constant Contact email sent to 315 with survey reminder and focus/special interest group meeting dates/times

December 7
- Focus Groups: Parents of Young Children/Story Time Participants, Attendees: 12
  Teens and High School Students, Attendees: 0

December 8
- Focus Groups: Technology & Innovation. Attendees: 3
  Culture & Arts, Attendees: 3

December 13
- Constant Contact email sent to 397 with final survey reminder focus/special interest group meeting dates/times

December 14
- Focus Groups: Seniors/Library Users, Attendees: 7
  K-8 Students, Attendees: 59
  Business Community, Attendees: 0

Community Contacts

Hermosa Beach City School District	Hermosa View School
Hermosa Valley School	Our Lady of Guadalupe School
Hope Chapel Academy	Children's Journey
O.K. Corral Preschool	Ocean View School
Mira Costa High School	Redondo Union High School
Hermosa Valley & View PTO	Hermosa Beach Educational Foundation
Friends of the Library	Friends of the Parks
Hermosa Beach Historical Society	Hermosa Arts Foundation
Hermosa Beach Women's Club	MOMS Club of Hermosa Beach
Boy Scout Troop 860	Team 330/The Beach Bots Robotic Club
HB Chamber of Commerce & Visitors Bureau	Rotary Club of Hermosa Beach
Hermosa Beach Kiwanis Club	Leadership Hermosa Beach
El Camino College Business Training Center	South Bay Small Business Development Center
Sunrise of Hermosa Beach	Peppertree Apartments
Playa Pacific Apartments	The Gallery Apartments
The Gum Tree	Gum Tree Kids

Media Contacts
  The Beach Reporter
  The Daily Breeze
  Easy Reader News
  Hermosa Beach Patch
  Los Angeles Times

MEDIA AND SOCIAL MEDIA COVERAGE

Google
November 15 – Search resulted in six of top 11 hits that contained survey link
December 9 – Search resulted in nine of top 10 hits that contained survey link

Website Pages (5)
City – October 17
Community Resources Department – October 17
City Newsletter – November, December
County Branch Library – November 8

News/Community Media (8)
The Beach Reporter – November 1, 23; December 6, 9
Easy Reader – November 28, December 9
Park Bench – November 1
Hermosa Beach Patch – December 8

Facebook (20 posts)
City – October 31; November 17, 21, 26, 30; December 8 (192 followers)
Community Resources Department – October 31, November 21 (730 followers)
County Library – November 22, 29 (193 followers)

HB Educational Renewal Operation – October 17, December 6 (506 followers)
Valley & View PTO – November 10, December 6 (432 followers)
HB Education Foundation – December 1 (785 followers)

Hermosa Beach Resident – November 1
Library Advisory Committee Member – November 22

The Beach Reporter – November 23, December 9
Hermosa Beach Patch – December 8

APPENDIX B: SURVEY RESPONDENTS' ADDITIONAL COMMENTS

Children. Book clubs children's programs specials just as now. Local staffing that stays with us. No "Dance of the county Lemons" please.
Children. A safe place for kids of all ages to get together in a relaxed environment. To learn, to do homework, to do research and have capable adults to ask questions.
Children. Books with easy access, grouping by AR level for school kids. Book clubs for kids.
Children. Hermosa Beach Library has been a wonderful place for my child's development. We enjoy story time and look forward to many more children's programs in the near future.
Children. I am a school teacher of 24 1st graders. I would like a steady stream of new children's books to add to the collection. Buy new books frequently.
Children. I enjoy the children's area of the library and the wonderful librarians who always remember my kids and recommend books for us.
Children. I would like to see monthly kid's crafts, for ages 4 and up and Bilingual-Spanish story times.
Children. I would love to have the library be a key part of the community. I really enjoyed the baby lap and sit classes in Redondo Beach Main and wish Hermosa had something like that.
Children. If there is to be a children's section/program I feel it is very important to allow them the "space" to explore and learn without the burden of typical library rules....children are somewhat animated when they learn and need a space where they can have their voices heard. That being said, North Redondo has offered the children a space enclosed by glass so they can be loud and not be heard by the rest of the library...just an idea :)
Children. Our Hermosa Beach Library provides an additional introduction to our children to the wonder of books - and with their imagination - leading to their adventure and creativity. - as well as a research destination for students and adults - and books for all ages.
Children. Please improve children's book selection ages 0-5. Decent, but could be better. More books   please!
Children. Programs for young children, such as story times, activities, etc.
Children. Story Time and Children's Programs
Children. Thank you! I have 3 kids, 5 years old and younger and we are looking to make memories to last a lifetime at a new and updated library!!! We don't go to Hermosa library as much as neighboring libraries! Looking for a great kids' center! We do enjoy the 1015 on Friday morning for kids but looking for more space, computers and kid's programs! I have lived in Hermosa 15years and would love for us to have an updated library to make memories with my   children!!!
Children. The H.B. Library is in desperate need of a children's librarian who stays for a good amount of time. There have been a couple of amazing ladies but they are transferred and months go by without one.
Children. The Hermosa Library needs updating and a stronger children's program.
Children. The ticketing for children's program is not a good way to handle it- toddlers don't have the ability to wait in the parking lot for a half hour before the program starts.
Children. We completely depend on this local library to provide my kids vast reading materials and books on CD. We are particularly reliant on the reference librarian to provide recommendations to the kids for series and books that might spark their interest.   We also use the "put on hold" and transfer to my library feature frequently and love it!
Children. We're very interested in all toddler and children's programs - reading times, music, etc.
Collections. Access to research (peer-reviewed) journals (free) would be awesome!
Collections. AUDIO BOOKS, BOOKS ONLINE
Collections. Receiving Kindle books.

Collections. Access to daily newspapers and current magazines.
Collections. Allows access to the LA County Library collections. Please stop the trivialization of the library by replacing important and serious books with popular fiction and kiddie lit!!!
Collections. also take out DVD's
Collections. Current movies and documentaries on DVD for seniors to watch at home is a valuable resource.
Collections. Expand your collection of classic surfing VHS cassettes, DVDs, books, etc. All rare content such as archived VHS tapes taken from 16mm film, yet never transferred to digital format should be marked as REFERENCE only, and not available for check out. I will do my best in seeing what I may be able to contribute to the Hermosa Library. The more information we have archived on Hermosa Beach, in the pre-Gidget era of surfing (pre-1959), the more informed residents and visitors will be about the cultural trajectory shift in the South Bay, and why fake yuppies have ruined the South Bay for the most part. And if you don't believe me, just ask Hap Jacobs.
Collections. I just order books online and pick them up from here, as an adult, out of school, with no kids that's perfect for   me.
Collections. I principally use the library for remote check-out of e-books. It would be very useful if the LA County Library System (via Hermosa Beach Library) facilitated an inter-system search for e-books.
Collections. I would encourage LA County libraries to carry more audio books.
Collections. I would like a bigger selection of LARGE PRINT books, I am 74 and my eye sight is failing.
Collections. Lots and lots of books, are most important.
Collections. Love the library, especially the books-on-tape to check out!
Collections. More books available for online borrowers would be great! I often wait months for something to come available! Also, it would be nice, if we could renew a book we are listening to. On several occasions, at 21 days, it expired while I was   mid book, and I had to wait a month or two until it was available again. That was very   frustrating.
Collections. More magazines.
Collections. More paperback books
Collections. Need larger collection of books.
Collections. Need more updated best sellers.
Collections. Need to enlarge new book collection -- please put back the 3rd bookcase! I'm addicted to   libraries!!!
Collections. Periodicals CDs & DVDs
Collections. Persistent use of the LA County Online Catalog for ordering the latest books about brain science, cognitive psychology, evolutionary biology, general history, and history of science.
Collections. Resource for learning about and obtaining access to published and printed materials
Collections. Where did the collection of California History books go? The magazine shelving is too low.
I am hoping we create a build the library fund. It would be great to have a way for HB to be involved in building a library center that allows all ages to take advantage of the project. From start to finish.
Facility Update. It's a waste of money
Facility Update. I have been a patron of the HB library for over 40 years and very little has changed; it makes me sad to think that this space filled with potential knowledge is sneered at by many children as a place to go when in trouble or to fall asleep because it is so boring (and yes, I am a parent of a pre-teen). We split our time between two states and when we are out of state, my son wants to go to the library learning lab and Makerspace, he wants to access their computers to do

state of the art research for school projects, he wants to sit at their study desks to complete his homework; conversely, the library in HB looks like a 1980's flashback with nothing enticing for a young person to seek out.
Facility Upgrade. I feel the library's physical space needs to be upgraded and modernized. I would like to see more speakers on current issues and author/book talks for various ages. Since Hermosa no longer has a wonderful book store, the library could fill the need to stay current on new publications. I would also suggest more collaboration between libraries. Redondo and Manhattan are fortunate to have updated and ample facilities, and Manhattan Library has a strong partnership with Pages Bookstore. I get updates from Pages weekly e-newsletter and attend speakers' lectures at the bookstore   and the library. I think the first step is a partnership with Redondo and Manhattan libraries, second a citizen's committee with the goal of upgrading and modernizing our current facility.
Facility. A cornerstone new civic structure that reflects Hermosa's character and future   needs.
Facility. I think that it would be a great idea to make the library a bit bigger but not too much bigger because it would be too big to find and keep track of books.
Facility. It should be all about the books, not how "cool" the new architecture is and certainly not about environmentalism.
Facility. Build a second story with lots of windows for light.
Facility. Building feels a bit outdated and has very little natural light. More large windows would make the space more welcoming and encourage people/families to spend more time inside.
Facility. Clean facility (including restrooms). Quiet space needed (somewhat limited by close proximity to a corner with heavy traffic). Limited parking. Knowledgeable, enthusiastic staff (currently in place). Comfortable   seating.
Facility. Consider a retail space selling goods created by local Hermosans along with select books about Hermosa, beach culture, etc. Overall, the library should be seen as a community space. A place for kids to learn, explore their imaginations and for people to work, gather and be creative. Integrate outdoor spaces with indoor   spaces.
Facility. I am thrilled to think that citizens are beginning a conversation about a state of the art library serving the community.
Facility. I have lived in the South Bay all of my life and frequented the Hermosa Beach library since the 50s. I love that the Hermosa library still has the feeling of....Hermosa Beach. :) Due to increasing cost of rentals, I now have no space in my little apt for a work table. I love that I can use the HB computer and tables for personal use, and of course peruse the books, those both for sale and checkout. The staff is tremendous. Thanks for keeping the Hermosa Library the homey place that it is.
Facility. I would like to see the library on PCH side of the lawn east side of the theatre. It would make a great site with a building of glass making it the gate way to Hermosa Beach.
Facility. Love the HB library... I love the simplistic building. The inside needs a lot of work, but I hope they keep the basic design. Thanks!!
Facility. My vision is a stand out building that has something for every age group. Seniors get left out. A spacious children's area where there is plenty of room when there are kid activities/events brought in. I'd also like to see corporations   sponsoring things - i.e. the children's wing - so cost isn't all on the HB taxpayer. There should be meeting rooms that   can be rented out also to help with cost. In the children's area, perhaps a room that Girl Scouts, Boy Scouts, school groups, etc. can meet in for free while you can rent out for bday parties, etc. Old pictures on HB hanging on the wall. Maybe a small coffee area like the Starbucks in Von's - another money maker.
Facility. Natural lighting and a feeling of spaciousness is important to me.
Facility. Needs better work areas and computer set up- also more comfortable chairs, Reading nooks would be great and better lighting. Not fluorescent

Facility. New. I am a Hermosa Beach resident and rarely visit the Hermosa Beach library because of the poor facilities and small, single-floor plan. Instead, I find myself driving to the new Manhattan Beach library because of the up-to-date facilities, technology, view, and wonderful and inspiring learning spaces. I do realize we won the war against Measure-O and yes, we had to pay millions and millions of dollars. However, over time, I really do hope that we can improve our library facilities. They are drastically in poorer condition compared to ALL other beach cities: Manhattan Beach, Redondo Beach, and Palos Verdes Library District completely overshadows what we have. The Pier Avenue renovation was a huge step in the right direction along with the peripheral improvements along the way such as new benches and bike racks. I really hope we can begin to focus our money on our buildings rather than new playgrounds here and there that only serve a select portion of the city population. The property taxes I pay each year for my home in Hermosa Beach are an incredible burden and sometimes I wonder, where is all of the money going?

Facility. Our library most definitely needs to be updated

Facility. Please don't close the library. Try to make it more modern if possible.

Facility. So excited to hear the library is getting an update, it definitely needs one! The staff is fantastic, they need a library to match them!

Facility. Space for workshops, meditation area, meeting and gathering for creativity and healing events

Facility. The current library is not very comfortable. The furnishings and decorations are drab and run-down. I'm still not sure why the beautiful mural in the kid's section was removed, for no apparent reason. Libraries should be for books. There seem to be too many adults who come in to sit at the computers for hours at a time. This does not make the library a very inviting place to spend time for families and children.

Facility. The new MB library is impressive and beautiful. But it still gives me a feeling of walking into a house and being invited into the fancy living room instead of the fun family room. I am hoping our library will be more of a thriving community center for learning. We should have an area where people are encouraged to talk not whisper. Furniture that is mobile and comfortable. Art on the walls made by locals. Hands on learning events and speakers from every avenue of learning and creativity.

Facility. This facility has the opportunity to be a living lab to help the community understand how a net zero energy building works and how it saves the city money - all while being healthier and more comfortable for the occupants to inhabit.

Family. If there's way to tie up Hermosa Beach library & community center & have them in one place, it will a family hangout place in one roof where it provides so many activities like art, tech trainings, tuitions, library, child care center.

Friends. Friends of the Library books for sale

Friends. Friends of the Library sales

Future. Before anything is built, we should do a detailed use assessment. I believe libraries are going away to be replaced by technology. It would be nice to use the space with that in mind; maybe they could understand what books are checked out and allow people to search online for their book and request it. The Community Center could handle meeting and work spaces! Coffee would be nice like Barnes & Noble. In 20 years, libraries will be somewhat obsolete; you need to look no further than the print media business to know this!

Future. Ditch the books, bring in the 3D Printers, Internet Access, Laptops, Laser Cutters and don't make it feel like it's a school.

Future. Fewer physical books, CDs, Videos, etc. gathering dust. More computers, networking, Internet skills (and access) along with training on critical thinking/reading and how to do research in the 21st C. 24 X 7 availability. Close (closer?) ties to schools and government.

Future. I don't have a 'vision' for the HB Library, but to develop one I would start by examining the

question of what role (if any) a neighborhood library should play in a small community in the 21st C.
Future. The idea of a traditional library is completely outdated. It is mind-boggling to me that Manhattan Beach just built a new one and it's full of paper books. It's 2016. The entire function needs to be reimagined. It should focus on technology, sharing ideas and education. It should target young people.
Future. The role of a public library has evolved to being significantly less significant than in generations past, with the ubiquity of internet access, paperless print & other options for both research & community gathering. As such, we as a community should allocate fewer resources to library development. It is not, in my opinion, a high priority item for future generations in Hermosa Beach.
Future. We should not spend money on a physical library. A virtual library would be far superior.
Future. With the advent of the internet, brick and mortar libraries are obsolete and expensive.
General. I like the whole library. Children's area, media, help desks, visiting experiences- dog, book reading, the Monday friends of the library sale, the community board and literature at entrance. I like the whole building, its green already because it a resource that works and fits the street. Sure, we could try to look like some other city and leave Hermosa altogether. It's a charming part of our town. What if Park City, Aspen, or Hermosa Beach decided to look like everywhere else? Look around its already happening here and its losing so much. I miss Taco Bill but love   Hennessy's. Doesn't anyone see that our city doesn't have any plan or vision but to try and look like everywhere else?   I like the staff very much. They represent our town perfectly!
General. As much as I admit to not using the library for my reading and research materials, finding those things more often now on the internet, a library still can perform an invaluable function as a center of learning and a beacon of knowledge for the community, especially for our children. Making it a location for meetings, in addition to our Community Center, could provide a magnet for expanded cultural and social education.
General. As the administrator at Hope Chapel Christian Homeschoolers Network, I know a quality library would be a great asset to the community.
General. HB is a great library. Thanks.
General. Hermosa Beach is a wonderful close knit group of people and families in one community. The library goes above and beyond for our community
General. Hermosa has always had a library. It is a living lung for the entire community, especially in these days when changing values and structures leave many humans feeling empty and alone...all ages. Humans need to communicate, learn, read and think for themselves. A library provides this freedom for all. The Hermosa Library is very special....and many special people have made it what it is today.
General. Hours. The Hermosa librarians seem very friendly and helpful. Again, the main problem I see with the library is its limited hours. Occasionally I look for a certain book and do not find it, but it can be ordered. More space for books would be helpful, too.
General. How can we be planning a new library without a master plan for the future of our Civic Center? Hermosa Beach has made too many mistakes placing new elements in the Civic Center and downtown without an overall   plan.
General. I am hopeful that the new or remodeled library will become more of a local center than it already is, with the latest and most modern technology, education, and resources.
General. I feel it is important for a small community to maintain a local library for books, research, and archives. Little kids need a place to come and be exposed to more reading experiences than they might have at home. Books and reading can NOT go away! And the access to those thru our local library can NOT go away!
General. I have been using this library since I was a child, I am now 57. My 5 children came here as

children for summer programs, school projects, homework and as a meeting place for friends and for me to pick them up. I use the library frequently to pick out books and order books. I love our little library.
General. I like the small feel of the Hermosa Beach Library. The staff is always friendly and helpful.
General. I look forward to spending time at the library as we grow our family.
General. I love Hermosa Library. I can get almost anything I want in less than a week. Librarians are great and friendly
General. I love our library system. We are so lucky in Hermosa Beach to have such an amazing resource
General. I LOVE our library. The staff is amazing and incredible helpful. The selection is outstanding and I can't believe how awesome it is to be able to order books and other items on line and have them delivered to our library. I am constantly amazed that this is a FREE resource to people who take the time to get a card. I am also very impressed with the additional offerings the library has from kids' story time, reading groups, cooking classes, reading with dogs, etc. I truly adore our Hermosa Beach library and am very very grateful for it.
General. I love the Hermosa Beach library, the kind and knowledgeable staff, and the vast number of book resources available through the entire LA County system. I live next door to the Redondo Beach Library, but I ride my bike a few miles away because the Hermosa Beach library has a clean, positive energy and the staff are so nice! Plus, your book collection and ability to hold and pick up is easy to navigate and very welcoming. Keep up the great work! And thank you for all you do for the community and your service.
General. I think that the Library should be built newly on the Public Storage land with additional meeting rooms for public and city hall use. A two-story building that has multi-use potential. The location would utilize current city hall parking. This would free up the current library space to expand and update the Police and Fire facility. Nothing really expensive utilizing money from the county of Los Angeles which was happy to give millions to Manhattan Beach for their facility. This exchange of land would give vital services to the residents of Hermosa Beach. Police, Fire, Library, City Hall expansion and Public needs could be satisfied. I realize that it would take a plan but the city does have borrowing power now that the oil lawsuit has been resolved. I think there needs to be a thoughtful and visionary process to find the future directions for Hermosa Beach while retaining the historical significance of the city's past.
General. I used the library all the time when my kids were little. Now that they are in high school, they do less pleasure reading (sadly). So many resources are available online that we rarely go at all. I miss it!
General. I work from home and often use the library as a quiet place to focus and work. I also bring my children to the library often to borrow books, and we take advantage of family programming. I love our libraries!
General. My ideal for a Hermosa Beach library facility is to have space that helps to shape and define the community
General. Our Library should represent the best in every way what our community is all about.
General. Our little branch is a significant rite of passage for many of our children. From early years story time on Wednesday and Friday to a safe place for Hermosa Valley students to wait. As well as our staff's friendly faces our kids and families see about town and trust. The HB branch is a vital community asset.
General. Staying within the budget is crucial. Thanks for your dedication to our Hermosa Library
General. The library is an essential part of the community. It isn't something we can do without. It's another place where our children learn and grow to appreciate books, curiosity, ideas, and learning. We don't necessarily need a fancy library, as long as the library continues to provide convenient access to books and other research and entertainment materials.

General. The library is part of what makes Hermosa so special. From Clark field to the library to the school is a corridor of comfort and safety for our children.
General. The library is very helpful! Thank you so much.
General. The printer has not worked for about 2 weeks. The A/C is too cold. The computer user chairs are uncomfortable. Library staff should tell people to take noisy kids outside.
General. This survey should have another question: Which do you value more: a new library alone or a new downtown civic center (city hall, library, police station and fire station)? Although it's great that you're gathering community input for a new library, this is really only one piece of a grander project - the entire civic center. Taking a survey on the library alone seems a little disingenuous without mentioning the other pieces of this project, but I understand you have to start somewhere. Best of luck and thank you for your service.
Hours. 24-hour open resource area with 24-hour access.
Hours. Every time I come to this library it's closed.
Hours. I stopped going to the Hermosa library even though I live in Hermosa because the hours stink. I now go to the Manhattan Beach library. Much better hours.
Hours. I wish the Hermosa Library had longer hours and/or was open at least six days a week. However, I LOVE the fact that it is part of the county system and therefore I can use the Hermosa branch to tap into the county's vast system of books. I would much rather use Hermosa's library than Redondo's and I find it is easier to get the books I want through the Hermosa branch. Also, the people who work there are very nice and very helpful.
Hours. The only problem I have with the existing library is the limited hours. Please longer   hours!!
Location. Please do NOT build a new library on what is now the lawn area of the Community Center grounds along PCH and Pier. Please protect that open space.
Manhattan Beach, no. Warmer environment and more inviting than Manhattan Beach
Manhattan Beach, no. I have used the Hermosa library since 1980 when I moved here and have rarely been to any other ... occasionally Redondo and once to see the new one in Manhattan Beach (too big and too sterile) ... I don't need a new library ... the old one suits me just fine and is well maintained ... the personnel are friendly and helpful and if I need a particular book   I can always order it online ... Why does the younger generation think that bigger and newer is better? If Hermosa is going to spend money again on something we don't really need then eventually the new Hermosa is going to stop being beautiful.
Manhattan Beach, no. It's a library and it should be a quiet place to look at books and other periodicals. The current building is just fine as it is. We do not need to be Manhattan Beach!
Manhattan Beach, no. Very few teens use this library for programs. No high school close. Access to needed information. Very important parents or tutors help with assignments. DO NOT TEAR DOWN THIS BUILDING! Needs automatic doors and handicapped accessible bathroom. NO OTHER CHANGES! Manhattan Beach Library is a   DUD.
Manhattan Beach, no. We should always keep up a library. The building is not the most important thing, it's what is inside. My late husband Jack Belasco was on the city council when the library was built (or rebuilt?) the existing foundation could carry a second story. But please, not a monster like Manhattan Beach!!!
Manhattan Beach, yes. I would use the new Manhattan Beach library and the Redondo Beach library on Artesia as examples. The libraries also need to be safe and clean with welcoming kind staff. We need to develop housing and services (showers, clothes, job assistance etc.)? for the homeless so the libraries don't become the only place people in need of social services, behavioral health and substance abuse services can go.
Manhattan Beach, yes. A pretty building like MB!
Manhattan Beach, yes. Add second story with ocean view like Manhattan
Manhattan Beach, yes. As our community and world evolves with technology and learning, the

traditional model for a "library" clearly no longer applies. Manhattan Beach has developed an amazing new library. However, there is an opportunity to redefine even further! Plus, make relevant to the needs and future needs of our community in Hermosa Beach. Good luck! Ps, thank you for all the effort and outreach.

Manhattan Beach, yes. I look for a quiet space where I can do work as well as sit and read. I like to borrow materials from the county inter- library loan system. Admittedly now that the MB library is updated, I rarely go to the HB library. I am excited about renovations. With changes, I hope hours improve too. Sunday hours are really important to me. The Hermosa library doesn't need to be a copy of the new Manhattan Beach Library, even though that is a wonderful space. The building's architecture is not the problem. The space just needs updates. The North Branch of the Redondo Beach Library is a great example of how a small space can be efficiently used. The location of Hermosa's Library is a draw, though parking will be a problem just like at the new MB library. Visitors who aren't visiting the library will likely try to park there. This needs to be thought through ahead of any transformation. HB has a lot of good materials, but the way the collections are presented isn't the most visually appealing. The staff here is friendly! Don't lose the personal connection. Those self-checkout machines are fine, but not as important as you may think. It just means less personal connection. Not to mention, they are sometimes hard to use or extra sensitive, and so sometimes we end up just going to the desk anyway. I've had librarians at MB library tell me to use the self-checkout instead of having them do it. This is NOT a nice way to connect with patrons. The personal touch sets HB apart from the often-impersonal feel of MB. I hate to see HB lose its charm.

Manhattan Beach, yes. I really enjoy the MB Library and the events and book clubs there as they have conference rooms which the HBL is lacking.

Manhattan Beach, yes. I visited the new Manhattan Beach library recently for a community education forum and was very impressed with their state of the art facilities. I'd love to see something equally impressive in Hermosa   Beach.

Manhattan Beach, yes. I wish could see in the future Hermosa Library like the Manhattan Library is right now, completely remodeled, room only for kids, adults.

Manhattan Beach, yes. MB did such a great job on their library. I'd look at what they did - obviously, we'd be on a smaller scale. Excited about the   potential!

Manhattan Beach, yes. MB Library

Manhattan Beach, yes. The Hermosa library could use extra space for meetings, such as what they have at the Manhattan library. Love the children's section at the library, and think the programs should definitely continue. The teen section could be more enticing. It'd be nice to have someone available to instruct on research methods using the computer to help with papers that middle schoolers and high schoolers need to do.

Meeting Spaces. We need a separate meeting room for activities like the library book club or other gatherings so we wouldn't bother the rest of the library or be forced to meet when the library is closed to patrons.

Meeting. I love this library -- the staff, resources, and layout. I wish there was a meeting space for events.

New. The Hermosa Beach library is badly in need of replacement with a modern facility to meet the needs of this community. The staff are excellent, but the limitations of the small size of the building and lack of space for not only materials, but also technology, meeting space, and children's and teen area. There is no meeting room, resulting in programs having to be held elsewhere in the city. It's time for a new building, but nothing like the Manhattan Beach library ended up being - where form won over function. Good Luck Hermosa! I hope the city and county library finally pay attention to the needs of the community.

No change. I believe that our present library adequately meets all these needs, and it would be a

COMPLETE waste of money to pursue a new building/site. The library is in an ideal location right now: it is in the very center of the city.
No change. Keep Hermosa Hermosa, the library is part of our history. New is not better. It is easy to see, easy to get to, in a safe place. The kids walk by to school and back at Valley and many stop there on the way home.. New buildings are not built better than old ones. My house is 81 years old and in great shape with better materials.
No change. Don't demolish your building.
No change. Forget about the nonsense in regards to programs. Leave programs to the schools, not our public libraries. I should be able to walk into the Hermosa Beach Library, smelling like its 1960, with minimum distractions. I don't want a neophyte library that is a daycare. Just leave well enough alone and expand your reference collection.
No change. Hermosa Library is a historical landmark that should be preserved! As a senior, I like the "small town feel" of it.
No change. I don't think the Hermosa library has to have everything. I like the quaint hometown feel of the Hermosa library. When we need "more", the other area libraries are available.
No change. I like our library the way it is. I do not want to be like Manhattan Beach. I like Hermosa.
No change. I love our small "personal" library right where it is. Don't destroy its small town feel and friendliness.
No change. I prefer the library like it is and I do not want to see major changes.
No change. It a library, a place for books. Let's keep it simple like it is now.
No change. It is fine just the way it is. If you want a new one pay for it with donations not city funds!
No change. Leave it alone!
No change. Leave the library alone! Stop wasting money on needs assessment - nobody asked for it. Dismiss Griffin Structures immediately.
No change. Library is nice small town feel. Like it that way. Please don't relocate.
No change. Please don't tear our wonderful library down!
No change. Please leave your library where it is and How it is! We like the small town feel and friendliness.
No change. The library is a historical site. Known it all my life and like it the way it is.
No change. The library is fine just the way it is. The location is great. It's easy to find parking for old people. The handicapped parking is good. It's easy to get in and out of the parking lot.
No change. There are a lot of buzz words in the survey options. We're not particularly opposed to them but we hope you don't lose site of the value of it being a small-town library. It is the quaintness, the quietude, and the simplicity that makes our library a terrific place. Don't try to make it all things to all people. Don't try to compete with MB's library. Let's be our own town.
No change. We love the library for books & DVDs. We like the library being SMALL, comfortable, NOT HIGH TECH! It's a part of Hermosa History. :)
Other Libraries. I have volunteered at the Lawndale Library in the past and am impressed with how it is a hub for their community - the programs they provide seem to be well attended, they have a great meeting space with AV and they seem to interface with and provide programs that are connected to other parts of their community. The library seems busy - lots of families and teens use the library keeping it an energetic community resource.
Other libraries. I am starting to go to the Redondo library since it is near my home. I am learning the value of a quiet place to read and study up on a topic without looking at a screen or buying a book. I also check out movies on DVD there. I am not actually motivated to also go to the Hermosa library but I would do so if there were a big selection of movies to check out or some other reason. I do love libraries and think they are really important for our communities.
Other libraries. I suggest you take a trip to the Cerritos Library. That is AMAZING! Of course, they

have more money, but it would be nice to have an area with comfy chairs, good lighting and a small coffee shop. Would like to see a dedicated children's area and room for story telling events. Add a 2nd floor for more space and big windows. Good luck!
Other Libraries. Keep the age groups separate: toddlers, teenagers separate from adults without kids. Put the computers in cubicles.   Go visit Palos Verdes Library on the hill off of Silver Spur. That library is perfect. They have wonderful separate areas, wonderful quiet rooms, and wonderful community-meeting rooms. Wonderful restrooms. Wonderful parking. Wonderful   staff. Nice gift shop. Great selection of all sorts of reading material.
Parking. It's a great little library. More parking would be very helpful! The library parking lot has become a defacto school drop- off/pick-up location making it very inconvenient for library patrons.
Parking. I live close enough to walk to the Hermosa Beach library but a busy schedule often does not allow me to. The   problem with driving is that there is never any parking. I would go to the library a lot more if there were special spaces for library patrons only. It would be great to stop by the library on the way home from work or between errands but this is usually not possible. Redondo Beach Library is farther, but they have more   parking.
Parking. I moved to the area before the new MB library opened and used Redondo because I didn't discover the HB library   right away. It has now become my primary library despite the fact I live in MB. The new library in MB, to me, primarily services the people in the downtown area. I live by the high school and the thought of having to hope to find a place to park keeps me away. I guess I am 'old school'. I just use the library to pick up and return books and I appreciate that the HB is so easy to get in and out of. You can always find a place to park. I hope the new library continues to consider those that don't live within walking distance and provide ample free   parking.
Parking. More parking is needed.
Programs. Activities for empty nesters and adults without kids, not senior citizens
Programs. More arts
Programs. Music performances?
Programs. Programs for kids, family, and community must stay and grow
Quiet. If this means a quiet and comfortable place to browse library materials. Especially letting school kids study/chat in their own sound proof space.
Quiet. It would be great if there were private spaces to read and write. If it were beautiful and green and relaxing as well, that would add to it being a destination point.
Quiet. Place to work in quiet!
Quiet. Quiet study most important
Remodel. I love our Hermosa Beach Library. I believe there are a few things that could be upgraded...ADA being one of them. It is a wonderful location.
Remodel. I like the present facility. And think spending big bucks is not needed we have other city expenses like Fire that I believe should take priority. Bathroom update and access issues could be improved.
Remodel. I loved the library as a child! As an adult, it needs some updates.
Remodel. I would like to see the library undergo a renovation.
Remodel. I would like to utilize the same foot print and location for any remodel and upgrades. Adding a second story rather than moving to another location. A public meeting room would be welcomed but not if it reduces typical library uses.
Remodel. I'm very excited that the Hermosa Beach Library is finally getting renovated. As a mother of young children, I've always wanted MORE SPACE for kids to be able to go and meet w friends to read   books!!!!!
Remodel. It would be nice if the entire library were renovated to make it more modern; especially the restrooms and circulation desk to make them more ADA compliant. Automatic sliding doors would also be a major improvement. The creation of a separate meeting room space would also be

nice so that one program does not have to the impact the entire library; i.e. loud children from story time.
Remodel. Love the library but definitely needs more children's programs and a refresh
Remodel. Please retain building as is, but make it more ADA compliant: automatic doors, wider entrance, easier access, and wider aisles.
Remodel. The Hermosa library is in desperate need of remodeling/renovation.
Remodel. The library definitely needs some major remodeling and update.
Remodel. Upgraded furniture and workspaces
Remodel. We need a remodel - looking very outdated especially compared to MB and RB!
School support. In my opinion, the value of education in the community is reflected in the local library and the HB library needs considerable work to keep up with the school district as well as mainstream media messages promoting a college- going culture and technological advancements.
School. A place where kids after school can stop by & do their homework, school projects etc. with assistance of lot of books, expert advice.
School. I'm a teacher in Lennox but many, many librarians over the past 20 years have supported me ordering books and now common core materials for my students to supplement my curriculum.
Service. Need better outreach for core services (books)... lots of people don't use this amazing resource
Services. It would be wonderful if technology could be updated to not require a library card. Many places look up by phone number.
Services. Community events information
Services. I like the on-line services available as well as the free Wi-Fi
Services. I order books online and pick up so I don't use library as meeting place but it gives me a great sense of community to see how many people use it.
Services. Internet access important. Tech training not so much: just basic hardware.
Services. It could begin to serve as a resource to assist children to on how to use the internet for research. Sometimes hard bound books are out dated. Maybe this is already happening.
Services. Location to pick up items RFPed on-line. Location for periodic speakers and classes.
Services. Passports
Services. Source for forms (tax, voting, municipal, etc.)
Services. The Hermosa Beach library is wonderful. The staff is so nice and helpful to me and for my 2nd grader. My son really values the opinion of the guys working there and is eager to read the recommended books. I would love it if there where computer programs targeted for elementary school kids. Like easier access to ten marks or if it even was possible to take school AR tests there.
Services. The library is just down the street from where I live and I really don't know all that it offers so it's really my fault for not checking it out. How about some videos on social media to show what the library offers people? Thanks
Services. The online access for locating and reserving books and DVDs is an invaluable resource. I would like to see a convenient way to request and reserve books and DVDs before release and availability.
Staff. Friendly staff. Helpful. Fun outing with my kids
Staff. I love the Hermosa Beach Library! The staff is always so welcoming and helpful! They do so much to create a sense of community and to get to know their customers on a first name basis.
Staff. I love the library. Very nice staff! They treat the kids seriously and make them feel important! No question my 7year old asks is too silly and always answered. He loves talking to the people working there, getting recommendations and practicing being confident.
Staff. Librarian recommendations and assistance with finding what I need
Staff. Love all projects which encourage youngsters to become familiar with and learn about library

resources. Various librarians have been extremely helpful in assisting children and teens with locating resources for academic reports and projects. Librarians have also been helpful in researching specific legislative materials. I would most encourage retaining a staff that is public friendly.
Staff. The employees at the Hermosa Beach Library are very helpful and nice to work with; very accommodating.
Staff. Very friendly staff at HB Library
Staff. We love Hermosa Library and the wonderful people who work there!
Study Rooms. Teens and adult groups need rooms to study and collaborate. The schools are doing more group projects and the teens need a quiet neural place to be to work together. Enclosed study rooms are   needed.
Study Space. I would like to see a private study space in the library.

APPENDIX C: PROPOSED LIBRARY MODELS

Library Division Sq. Ft. Summary

LIBRARY DIVISION	DIVISION SQ. FT.	Percent of Total
.5 Site Requirements	N/A	0%
1.0 Library Entrance(s) & Façade	40	1%
1.05 Friends of the Library	200	3%
2.0 Customer Service	270	4%
3.0 Market Place	336	4%
4.0 Public Technology	280	4%
5.0 Staff Services	1,219	16%
6.0 Children's Library	1,653	22%
7.0 Adult Collections and Seating	2,109	28%
8.0 Teen Area	300	4%
9.0 Community Meeting Room	1,143	15%
Net Assignable Square Footage:	**7,550**	**100%**
Non-Assignable Square Footage (@ **25%** of Gross):	2,517	
Gross Square Footage:	**10,067**	

Library Space Sq. Ft. Summary

LIBRARY DIVISION Space Name	SPACE SQ. FT.	DIVISION SQ. FT.
.5 Site Requirements		**N/A**
Site Requirements	N/A	
1.0 Library Entrance(s) & Façade		**40**
1.1A Public Entrance(s)	40	
Building Façade	N/A	
1.05 Friends of the Library		**200**
Friends Sale Area	200	
2.0 Customer Service		**270**
2.1A Customer Service Desk	160	
2.2A Self Checkout and Holds	110	
3.0 Market Place		**336**
3.1A New Books and Media	336	
4.0 Public Technology		**280**
4.1A Technology Area	280	
5.0 Staff Services		**1,219**
5.1R Community Library Manager	121	
5.2R Staff Workroom	542	
5.3AR Supplies and Equipment Storage	80	
5.4R MCR	130	
5.5R Delivery Vestibule	60	
5.6R Staff Restroom	N/A	
5.7R Custodial Workroom	60	
5.8R Staff Lounge	226	
6.0 Children's Library		**1,653**
6.2A Early Childhood / Family Place	549	
6.3A Children's Technology	145	
6.4R Family Restroom	N/A	

LIBRARY DIVISION	SPACE	DIVISION
Space Name	**SQ. FT.**	**SQ. FT.**

6.0 Children's Library   **1,653**

   6.5A Children's Collections & Seating   **959**

7.0 Adult Collections and Seating   **2,109**

   7.1A Adult Collections and Seating   **1,965**
   7.2R Group Study Room   **144**

8.0 Teen Area   **300**

   8.1A Teen Area   **300**

9.0 Community Meeting Room   **1,143**

   9.0 Public Rest Rooms   **N/A**
   9.1R Community Room   **797**
   9.2R Kitchenette   **86**
   9.3R A/V Control Room   **40**
   9.4R Table/Chair Storage   **130**
   9.5R Children's Storage   **90**

Net Assignable Square Footage:	**7,550**
Non-Assignable Square Footage (@ **25%** of Gross):	2,517
Gross Square Footage:	**10,067**

Library Space Sq. Ft. Summary with Furniture and Equipment

LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
.5 SITE REQUIREMENTS					**N/A**
SITE REQUIREMENTS				N/A	
Anti-skate Boarding Cleats	1	0	0		
Ash Disposal, Site	2	0	0		
Bicycle Lockers	5	0	0		
Bicycle Racks	5	0	0		
Book Return, Aluminum Cart For Exterior Return	1	0	0		
Kingsley cushion drop with felt lining					
Book Return, Site	2	0	0		
Kingsley 00-9850 See specifications					
Garbage Receptacle, Site	2	0	0		
Vandal resistant					
1.0 LIBRARY ENTRANCE(S) & FAÇADE					**40**
1.1A PUBLIC ENTRANCE(S)				40	
Community Information Area	1	20	20		
Counter with lockable storage, slatwall accessories					
Digital Monitor	1	0	0		
Samsung ED55C 55" monitor					
Digital Monitor Mounting System	1	0	0		
Samsung PAC501 & PNRIWUB					
Security System Gates, Inventory Control	1	20	20		
3M Model 3900 3 gate two corridor system					
BUILDING FAÇADE				N/A	
Building Identification Sign	1	0	0		
County Identification Plaque	1	0	0		
Bronze					
Hours Signage	1	0	0		
Visible when library is closed, changeable by owner					
1.05 FRIENDS OF THE LIBRARY					**200**
FRIENDS SALE AREA				200	
Spaceholder	1	200	200		

	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
2.0 CUSTOMER SERVICE					**270**
2.1A CUSTOMER SERVICE DESK				**160**	
Bar Code Reader, Hand-Held	2	0	0		
Book Bin, Depressible	1	16	16		
Book Truck	2	10	20		
Demco WI12187260 6 sloped shelves					
Cabinets, Below Counter	3	0	0		
1 linear foot x 24"d					
Cash Register	1	0	0		
Samsung 45 15 3/4"w x 17 3/4"d x 12 1/2"h					
Chair, Task	2	0	0		
AP Knoll					
Clock	1	0	0		
Wall-mounted					
Computer, Public Portable	8	0	0		
Portable CPU, w/ monitor, keyboard & mouse					
Computer, Staff Desktop	2	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
Counter, Cash Register	1	20	20		
3' w x 24" d					
CPU Holder	2	0	0		
Customer Service Desk	1	80	80		
Two stations, two heights, depressible book return bin					
KeyboardTray	2	0	0		
Humanscale Tray 5G900110G					
Monitor Arm	2	0	0		
Humanscale M2 Monitor Arm					
Printer, Laser (B&W)	1	0	0		
Printer, Receipt	2	0	0		
Queuing Space (Per Person)	4	6	24		
Restroom Door Release Button	1	0	0		
Security System Book Resensitizer	2	0	0		
3M Hand-held non-electric unit 5.5"w x 3"d x 3.5"h					
Security System Desensitizer/Resensitizer 3M 942	2	0	0		
Counter unit w/audible signal 20" x 18"d x 7.5"h AC					
Stapler, Desktop	2	0	0		
Staples 17710-cc					
Tape Dispenser, Desktop	1	0	0		
Staples Model 10566					
Telephone Handset	2	0	0		
Waste Basket	2	0	0		
Staples Brighton 7 gallon					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
2.2A SELF CHECKOUT AND HOLDS				**110**	
Printer, Receipt	2	0	0		
Self Check-Out Counter	2	30	60		
4'w x 30"d - against wall					
Self Check-Out Machine	2	0	0		
3M v-series					
Shelving, SF 84"h Steel W/ 6 Shelves	5	10	50		
3'w x 12"d unit					
Waste Basket	1	0	0		
Staples Brighton 7 gallon					

3.0 MARKET PLACE   336

3.1A NEW BOOKS AND MEDIA				**336**	
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	1	12	12		
3'W x 10"D unit with canopy top					
356 Audio Compact Disc (CD)					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	12	12	144		
3'W x 10"D unit with canopy top					
4,185 DVD					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	7	12	84		
3'W x 10"D unit with canopy top					
780 Audio Book CD (CD ROM)					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	4	12	48		
3'W x 10"D unit with canopy top					
1,400 Audio Compact Disc (CD)					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	2	12	24		
3'W x 12"D unit w/end panels and canopy top					
144 New - Non- Fiction					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	2	12	24		
3'W x 12"D unit w/end panels and canopy top					
144 New - Fiction					

4.0 PUBLIC TECHNOLOGY   280

4.1A TECHNOLOGY AREA				**280**	
Chair, Technology Workstation	6	0	0		
Steelcase Cobi chair					
Clock	1	0	0		
Wall-mounted					
Computer, Public Desktop	6	0	0		
CPU, 21" monitor, keyboard & mouse					
Copier, B&W Freestanding	1	40	40		
See specification for dimensions					
Garbage And Recycling Bins	1	10	10		
Forms and Surfaces Triad Receptacle					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
4.1A TECHNOLOGY AREA				280	
PC Reservation Station	1	25	25		
Counter 28"d x 30" w w/PC for customer PC reservation					
Print Release Counter	1	25	25		
5'w x 30"d with lockable storage underneath					
Print Release Station	1	0	0		
PC workstation with 15" touch screen monitor and high speed laser printer					
Technology Counter	6	30	180		
41"w x 30"d (1 Person) sit-down - against wall w/ power & data management					

5.0 STAFF SERVICES   1,219

5.1R COMMUNITY LIBRARY MANAGER				121	
Chair, Supervisor's	1	0	0		
Knoll Task Chair					
Chair, Visitor's	2	15	30		
Knoll Moment Side Chair					
Clock	1	0	0		
Wall-mounted					
Computer, Staff Desktop	1	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
File Cabinet, Lateral (Two Drawer)	1	20	20		
36"w x 18"d x 28"h					
KeyboardTray	1	0	0		
Humanscale Tray 5G900110G					
Printer, Scanner, Copier All-in-one	1	0	0		
Desktop combination Unit					
Shelving, SF 66"h Steel W/ 5 Shelves	1	10	10		
3'w x 12"d unit					
Tape Dispenser, Desktop	1	0	0		
Staples Model 10566					
Telephone Handset	1	0	0		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
Workstation, Community Library Manager	1	61	61		
Knoll Systems Furniture					
5.2R STAFF WORKROOM				542	
Bar Code Reader, Hand-Held	5	0	0		
Book Truck	4	10	40		
Demco WI12187260 6 sloped shelves					
Bulletin Board	2	0	0		
Demco WE14911210					
Cabinets, Above Counter	24	0	0		
1 linear foot x 24"d					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	**SPACE SQ. FT.**	**DIVISION SQ. FT.**
5.2R STAFF WORKROOM				**542**	
Cabinets, Below Counter	4	0	0		
1 linear foot x 24"d					
Cabinets, Full Height	12	5	60		
1 linear foot x 24"d					
Chair, Task	6	0	0		
AP Knoll					
Clock	1	0	0		
Wall-mounted					
Computer, Staff Desktop	6	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
First Aid Kit	2	0	0		
10"w x 3"d x 10"h - Wall-mounted					
Heavy Duty Stapler	1	0	0		
Staples					
Heavy Duty Tape Dispenser	1	0	0		
Staples					
Key Cabinet	1	0	0		
60 key Staples 2019060A03					
KeyboardTray	5	0	0		
Humanscale Tray 5G900110G					
Label Maker	1	0	0		
5"w x 8"d x 4"h					
Mail Boxes, Staff	1	0	0		
72"w x 16"d x 32"h – 24 slots per unit w/ counter					
Paper Cutter	1	0	0		
Staples Model 15106					
Paper Shredder	1	0	0		
Staples SPL-NSC30A 34.9"h x 21.3"w x 18.11"d					
Printer, Scanner, Copier All-in-one	5	0	0		
Desktop combination Unit					
Recycling Bin	1	5	5		
Safe, Floor	1	5	5		
American security UL1812XD Textured sandstone					
Security System Book Resensitizer	4	0	0		
3M Hand-held non-electric unit 5.5"w x 3"d x 3.5"h					
Security System Desensitizer/Resensitizer 3M 942	1	0	0		
Counter unit w/audible signal 20" x 18"d x 7.5"h AC					
Security System Media Resensitizer	4	0	0		
Desktop non-electric unit 13.5"w x 3.5"d x 1.2"h					
Shelving, SF 84"h Steel W/ 6 Shelves	6	10	60		
3'w x 12"d unit					
Stapler, Desktop	6	0	0		
Staples 17710-cc					

A *Libris DESIGN* Building Program

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.2R STAFF WORKROOM				542	
Tape Dispenser, Desktop	6	0	0		
Staples Model 10566					
Telephone Handset	4	0	0		
Three Hole Punch	2	0	0		
Staples Model 26614					
Waste Basket	5	0	0		
Staples Brighton 7 gallon					
Workstation, Clerical Counter	4	40	160		
6'w x 30"d - against wall					
Workstation, Librarian I	2	61	122		
Knoll Systems Furniture					
Workstation, Library Assistant	2	45	90		
Knoll Systems Furniture					
Xerox Copier, Printer, Scanner, Fax	1	0	0		
High end staff utility machine					
5.3AR SUPPLIES AND EQUIPMENT STORAGE				80	
Box, Cardboard	5	4	20		
In transition or storage					
Shelving, SF 84"h Steel W/ 6 Shelves	6	10	60		
3'w x 12"d unit					
5.4R MCR				130	
Card Entry System	1	0	0		
See County Low Voltage Requirements					
CATV/Satellite Distribution System	1	0	0		
See County Low Voltage Requirements					
Computer Network Equipment	1	0	0		
See County Low Voltage Requirements					
Fire Alarm Control Panel	1	0	0		
See County Low Voltage Requirements					
Intrusion Alarm System Control	1	0	0		
See County Low Voltage Requirements					
Johnson Control BEMS	1	0	0		
PA System Control Panel	1	0	0		
See County Low Voltage Requirements					
Rack, Computer / Communications Equipment	2	30	60		
36"w x 24"d x 60"h					
Spaceholder	1	70	70		
Telephone Handset	1	0	0		
Telephone System And Patch Panel	1	0	0		
See County Low Voltage Requirements					
Voice Recognition Communications Server & PBX	1	0	0		
Wireless communication system and telephony software					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.4R MCR				**130**	
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
5.5R DELIVERY VESTIBULE				**60**	
Cabinets, Above Counter	5	0	0		
1 linear foot x 24"d					
Delivery Bins	10	2	20		
Telephone Handset	1	0	0		
Workstation, Mail Check-In & Sorting Counter	1	40	40		
5'w x 30"d - against wall					
5.6R STAFF RESTROOM				**N/A**	
Commode	1	0	0		
Rest room					
Mirror, With Shelf	1	0	0		
Above counter					
Paper Towel Dispenser	1	0	0		
Wall-mounted					
Sink And Counter	1	0	0		
Rest room					
Soap Dispenser	1	0	0		
5"w x 4"d x 10"h - Wall-mounted					
Stainless Steel Shelf	1	0	0		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
5.7R CUSTODIAL WORKROOM				**60**	
Garbage Bin, Interior	2	0	0		
Shelving, Industrial	1	14	14		
Uline H4875					
Sink, Mop	1	6	6		
Spaceholder	1	40	40		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
5.8R STAFF LOUNGE				**226**	
Cabinets, Above Counter	9	0	0		
1 linear foot x 24"d					
Chair, Café	4	0	0		
Chair, Staff Lounge	1	35	35		
KI					
Clock	1	0	0		
Wall-mounted					
Garbage Disposal	1	0	0		

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.8R STAFF LOUNGE				226	
Locker	8	5	40		
Penco Vanguard 2 tier with closed base					
Microwave Oven	1	0	0		
30"w x 14"d x 16"h - countertop or under cabinet					
Refrigerator	1	20	20		
Full-sized - 32"w x 36"d x 68"h w/ freezer					
Sink	1	16	16		
36"w x 24"d - In counter					
Table, Café	1	60	60		
Agati Antrium Table 36 - 42" Round					
Table, Drum	1	10	10		
16"diameter x 15" - 24"h					
Telephone Handset	1	0	0		
Workstation, Food Preparation Counter	1	45	45		
6'w x 30"d - against wall					

6.0 CHILDREN'S LIBRARY   1,653

LIBRARY SPACE NAME	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
6.2A EARLY CHILDHOOD / FAMILY PLACE				549	
Chair And A Half	1	40	40		
KI Sela Lounge					
Children's Soft Sculpted Furniture	4	25	100		
Arcadia Leaf, TMC Zetty cubes, other.					
Family Place Indestructible Kitchen Play Service	2	0	0		
Lakeshore Learning LDA178					
Family Place Indestructible Pots And Pans	2	0	0		
Lakeshore Learning HH642					
Family Place Lots To Love Babies	1	0	0		
Kaplan 83-80797					
Family Place Play Station Refrigerator	1	15	15		
Lakeshore Learning C363					
Family Place Play Station Sink	1	10	10		
Lakeshore Learning C362					
Family Place Play Station Stove	1	10	10		
Lakeshore Learning C361					
Game/Play Rug 9' X 12'	2	20	40		
Lakeshore Learning Activity Rug GG739					
Toddler Big Mouth Animal Puppet Set	1	0	0		
Lakeshore Learning RR580X					
Toddler Chunky Puzzle Set 1	1	0	0		
Kaplan 83-86212					
Toddler Classroom Tough Trucks	1	0	0		
Lakeshore Learning TR220-x					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
6.2A EARLY CHILDHOOD / FAMILY PLACE				549	
Toddler Favorite Pet Puppets Kaplan 82-62499	1	0	0		
Toddler Feels Real Baby Doll Lakeshore Learning DS300X	1	0	0		
Toddler Jumbo Knob Puzzle Set 1 Kaplan 83-83547	1	0	0		
Toddler Manipulatives Library Lakeshore Learning LA 840X	1	0	0		
Toddler Preschool Mega Blocks Becker's School Supply	2	0	0		
Toddler Safe Food Lakeshore Learning	2	0	0		
Toddler See Inside Sorting Bucket Lakeshore Learning BC553	1	0	0		
Toddler Soft And Safe Building Blocks Lakeshore Learning RR794	1	0	0		
Toddler Toy Bins Lakeshore Learning Medium sized baskets	9	0	0		
Toddler Wall Mounted Play Stations Brodart SKU 67296011	1	0	0		
Toddler Wooden Vehicles Constructive playthings KRP-024	2	0	0		
Waste Basket Staples Brighton 7 gallon	2	0	0		
48" Aisle DF 45"H Steel Shelving W/6 Slotted Divider Shlvs 3'W x 24"D unit w/end panels and canopy top 117 J_Concept	1	22	22		
48" Aisle DF 45"H Steel Shelving W/6 Slotted Divider Shlvs 3'W x 24"D unit w/end panels and canopy top 539 EB - I CAN READ	1	22	22		
48" Aisle DF 45″H Steel Shelving W/ 4 Shelves 3′W x 24"D unit w/end panels & canopy top 178 EB - Boardbooks	1	22	22		
48" Aisle DF 45″H Steel Shelving W/ 4 Shelves 3′W x 24"D unit w/end panels & canopy top 47 Pop Up Books	1	22	22		
48" Aisle DF 66"H Shelving W/10 Universal Display Shelves 3'W x 20"D unit with canopy top 86 Read Along Books	1	22	22		
48" Aisle DF 66"H Shelving W/10 Universal Display Shelves 3'W x 20"D unit with canopy top 325 J_EZ READS	1	22	22		

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
6.2A EARLY CHILDHOOD / FAMILY PLACE				**549**	
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	1	22	22		
3′W x 24″D unit w/end panels & canopy top					
110 Parent/Teacher Books					
48" Aisle SF 45"H Shelving W/3 Slotted Divider Shelves	13	12	156		
3'W x 12'D unit w/end panels and canopy top					
3,250 EB - English					
48" Aisle SF 45"H Shelving W/3 Slotted Divider Shelves	1	12	12		
3'W x 12'D unit w/end panels and canopy top					
123 EB - Spanish Language					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	1	12	12		
3'W x 12"D unit w/end panels and canopy top					
6 J_Family Place					
6.3A CHILDREN'S TECHNOLOGY				**145**	
Chair, Technology Workstation	4	0	0		
Steelcase Cobi chair					
Clock	1	0	0		
Wall-mounted					
Computer, Public Desktop	4	0	0		
CPU, 21" monitor, keyboard & mouse					
Print Release Station	1	25	25		
PC workstation with 15" touch screen monitor and high speed laser printer					
Technology Counter	4	30	120		
41"w x 30"d (1 Person) sit-down - against wall w/ power & data management					
Waste Basket	2	0	0		
Staples Brighton 7 gallon					
6.4R FAMILY RESTROOM				**N/A**	
6.5A CHILDREN'S COLLECTIONS & SEATING				**959**	
Bench, Child's (2 Person)	2	0	0		
Bench for AWE TMC Zetty Bench upholstered					
Book Truck With 3 Sloping Shelves	1	5	5		
Demco narrow book truck P14160720					
Chair, Juvenile	16	0	0		
TMC Lottie Chair					
Computer, AWE	2	0	0		
Early childhood non-Internet learning station					
Table, Juvenile	4	80	320		
48″ diameter x 27"h (4 Person)					
Technology Counter	2	50	100		
Two person technology counter for AWE station					
Waste Basket	1	0	0		
Staples Brighton 7 gallon					

LIBRARY SPACE NAME	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
Furniture and Equipment					

6.5A CHILDREN'S COLLECTIONS & SEATING				959	
48" Aisle DF 45″H Steel Shelving W/ 6 Shelves	2	22	44		
3'W x 24"D unit w/end panels & canopy top					
269 Holiday Books					
48" Aisle DF 66″H Shelving W/10 Universal Display Shelves	2	22	44		
3'W x 20"D unit with canopy top					
668 Children's Paperbacks					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	10	22	220		
3'W x 24"D unit w/end panels & canopy top					
4,455 Juvenile Non-Fiction_English And Spanish					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	4	22	88		
3'W x 24"D unit w/end panels & canopy top					
1,430 Juvenile Fiction_English And Spanish					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	2	22	44		
3'W x 24"D unit w/end panels & canopy top					
338 YT- Graphic Novels					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
200 YT - Fiction					
48" Aisle SF 66"H Magazine Display Shelving W/4 Shelves	1	12	12		
3'W x 24"D unit w/flip sloping shelf & shelf underneath					
10 Children's Current Magazines					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	2	12	24		
3'W x 10"D unit with canopy top					
150 New Books					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	3	12	36		
3'W x 10"D unit with canopy top					
840 DVD					

7.0 ADULT COLLECTIONS AND SEATING   2,109

7.1A ADULT COLLECTIONS AND SEATING				1,965	
Book Supports	25	0	0		
Demco WK14865520 Cork base					
Book Truck With 3 Sloping Shelves	2	5	10		
Demco narrow book truck P14160720					
Chair, Lounge	7	35	245		
36″w x 36″d					
Chair, Reader's	24	0	0		
Arper Catifa					
Clock	1	0	0		
Wall-mounted					
Computer, Public	2	5	10		
ipad and ipad holder					
Information Pod	1	50	50		
See General Requirements Section					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
7.1A ADULT COLLECTIONS AND SEATING				**1,965**	
Kik-Step Stools	4	0	0		
Demco WK14172200 Black					
Table, End	1	12	12		
Agati Drum Table 30"w x 30"d x 20"h					
Table, Reader's	4	100	400		
72"w x 36"d x 29"h (4 Person)					
Table, Reader's	4	50	200		
Agati Antrim Table 48" x 48" (2 Person)					
Waste Basket	6	0	0		
Staples Brighton 7 gallon					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
69 Science Fiction & Fantasy					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	2	22	44		
3'W x 24"D unit w/end panels					
365 Classics					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
200 Paperbacks					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	11	22	242		
3'W x 24"D unit w/end panels					
3,360 Fiction					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
89 Fiction - Spanish Language					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
139 Mysteries					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	2	22	44		
3'W x 24"D unit w/end panels					
305 Romance					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	2	22	44		
3'W x 24"D unit w/end panels					
432 Biography					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
87 Non-Fiction - Spanish Language					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	20	22	440		
3'W x 24"D unit w/end panels					
7,125 Non-Fiction					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
150 Large Print					

A *Libris DESIGN* Building Program

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
7.1A ADULT COLLECTIONS AND SEATING				**1,965**	
48" Aisle DF 90"H Steel Shelving W/ 10 Shelves	2	22	44		
3'W x 24"D unit w/end panels					
255 Oversize					
48" Aisle SF 66"H Magazine Display Shelving W/4 Shelves	4	12	48		
3'W x 24"D unit w/flip sloping shelf & shelf underneath					
45 Current Magazines And Newspapers					
7.2R GROUP STUDY ROOM				**144**	
Chair Rail For Markers	1	0	0		
Chair, Group Study	6	0	0		
Steelcase Cobi Chair					
Clock	1	0	0		
Wall-mounted					
Crestron A/V Control System	1	0	0		
Projector, Short Throw	1	0	0		
Epson Bright Link 485wi					
Table, Group Study	1	140	140		
Agati Antrium 48" x 72"					
Waste Basket	1	4	4		
Staples Brighton 7 gallon					

8.0 TEEN AREA   300

8.1A TEEN AREA				**300**	
Chair, Café	6	0	0		
Arper Catifa 46					
Chair, Technology Workstation Task	4	0	0		
Arper Catifa					
Table, Café	2	60	120		
Agati Antrium Table 36 - 42" Round					
Technology Counter	2	55	110		
71"w x 30"d (2 Person) sit-down - against wall w/ power & data management					
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
143 Teen - Non-fiction					
48" Aisle SF 84"H Steel Shelving W/6 Shelves	4	12	48		
3'W x 12"D unit w/end panels					
750 Teen - Fiction					

9.0 COMMUNITY MEETING ROOM   1,143

9.0 PUBLIC REST ROOMS				**N/A**	
Baby Changing Station	1	0	0		

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
9.0 PUBLIC REST ROOMS					**N/A**
Door Release	1	0	0		
Floor Drain	1	0	0		
Hose Bib	1	0	0		
9.1R COMMUNITY ROOM				**797**	
ADA Assistive Listening System Accessories Hand-held or worn items for built-in system	20	0	0		
Chair, Meeting Room - Stacking 25″w x 21″d	75	10	750		
Clock Wall-mounted	1	0	0		
Computer, Staff Portable Portable CPU, w/ monitor, keyboard & mouse	1	0	0		
Crestron A/V Control System	1	0	0		
Flag And Pole, County 8' Tidmore Flag and Banner Embassy Kit	1	5	5		
Flag And Pole, State 8' Tidmore Flag and Banner Embassy Kit	1	5	5		
Flag And Pole, US 9' Tidmore Flag and Banner Embassy Kit	1	5	5		
Lectern (w/ Space For A Portable Computer) Egan or Nevins 31″w x 29″d w/ microphone, speaker, light & clock & Logo	1	30	30		
Microphone, Hand Held	5	0	0		
Microphone, Lavaliere Wireless	5	0	0		
Projection Screen, Motorized Ceiling Front projection	1	0	0		
Projector, Ceiling Mounted 17″w x 16″d x 7"h - AV & computer, LCD to DLP	1	0	0		
Video Conferencing System	1	0	0		
Wall Mounted Hanging Track	1	0	0		
Waste Basket Staples Brighton 7 gallon	2	0	0		
Whiteboard, Rolling Demco BES 668AF-DD Magnetic	1	2	2		
9.2R KITCHENETTE				**86**	
Cabinets, Above Counter (Lockable) 1 linear foot x 24"d	9	0	0		
Garbage And Recycling Bins Forms and Surfaces Triad Receptacle	1	10	10		
Garbage Disposal	1	0	0		
Microwave Oven 30″w x 14"d x 16"h - countertop or under cabinet	1	0	0		

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
9.2R KITCHENETTE				86	
Refrigerator	1	15	15		
Best Buy 3' x 2' x 72"					
Sink	1	16	16		
36"w x 24"d - In counter					
Telephone Handset	1	0	0		
Workstation, Food Preparation Counter	1	45	45		
6'w x 30"d - against wall					
9.3R A/V CONTROL ROOM				40	
Spaceholder	1	40	40		
9.4R TABLE/CHAIR STORAGE				130	
Chair Rail For Markers	1	0	0		
Dolly, Chair	6	10	60		
2'w x 3'd w/ 10 - 20 chairs stacked					
Easel, Heavy Duty Telescoping	2	0	0		
Demco W6263120					
Lectern (w/ Space For A Portable Computer)	1	10	10		
Egan or Nevins 31"w x 29"d w/ microphone, speaker, light & clock & Logo					
Nesting Table Power Unit	12	0	0		
KI Table					
Table, Meeting Room	12	5	60		
30" x 60" Nesting Table with casters					
Telephone Handset	1	0	0		
9.5R CHILDREN'S STORAGE				90	
Shelving At 28" - 30" D	6	15	90		
Uline 36"w x 28"d x 72"h					
Storage Bins For Children's Supplies	10	0	0		
Constructive Playthings sets of 6					

Net Assignable Square Footage: **7,550**

Non-Assignable Square Footage (@ **25%** of Gross):   2,517

Gross Square Footage: **10,067**

A *Libris DESIGN* Building Program

Allocation of the Library's Book Collection

CATEGORY Subcategory Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**51.50%**	**18,900**	**27.21%**	**13,757**	**9.857**
Browsing					
New - Fiction	0.98%	360	60.00%	144	9
New - Non- Fiction	0.98%	360	60.00%	144	9
Fiction					
Classics	1.32%	486	25.00%	365	8
Fiction	13.08%	4,800	30.00%	3,360	9
Fiction - Spanish Language	0.35%	127	30.00%	89	10
Large Print	0.54%	200	25.00%	150	8
Mysteries	0.50%	185	25.00%	139	8
Romance	1.11%	407	25.00%	305	8
Science Fiction & Fantasy	0.25%	92	25.00%	69	8
Non-Fiction					
Biography	1.47%	540	20.00%	432	8
Non-Fiction	25.89%	9,500	25.00%	7,125	10
Non-Fiction - Spanish Language	0.34%	125	30.00%	87	10
Oversize	0.82%	300	15.00%	255	8
Paperbacks					
Paperbacks	0.68%	250	20.00%	200	10
Teen Collections					
Teen - Fiction	2.72%	1,000	25.00%	750	12
Teen - Non-fiction	0.46%	168	15.00%	143	10
Children/Juvenile	**48.50%**	**17,800**	**30.95%**	**12,291**	**17.18**
Children's Fiction					
Juvenile Fiction_English And Spanish	5.99%	2,200	35.00%	1,430	15
New Books	0.82%	300	50.00%	150	8
Children's Non-Fiction					
Holiday Books	0.98%	358	25.00%	269	12
Juvenile Non-Fiction_English And Spanish	16.19%	5,940	25.00%	4,455	16
Children's Paperbacks					
Children's Paperbacks	3.03%	1,113	40.00%	668	16
EB Collections					
EB - Boardbooks	0.69%	255	30.00%	178	25
EB - English	13.62%	5,000	35.00%	3,250	30
EB - I CAN READ	2.26%	830	35.00%	539	30
EB - Spanish Language	0.52%	190	35.00%	123	25

J_Concept		0.40%	146	20.00%	117	20
J_EZ READS		1.27%	465	30.00%	325	25
J_Family Place		0.02%	8	20.00%	6	25
Pop Up Books		0.14%	52	10.00%	47	8
Read Along Books		0.31%	114	25.00%	86	12
Parent/Teacher Books						
Parent/Teacher Books		0.35%	129	15.00%	110	8
Young Teen Books						
YT - Fiction		0.68%	250	20.00%	200	15
YT- Graphic Novels		1.23%	450	25.00%	338	10

	Totals:	**100.00%**	**36,700**	**29.02%**	**26,048**	**14.5**

Allocation of the Library's Multimedia Collection

CATEGORY Subcategory Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**87.35%**	**11,570**	**44.99%**	**6,365**	**20**
Audio Book Compact Disc					
Audio Book CD (CD ROM)	9.06%	1,200	35.00%	780	8
Audio Compact Disc (CD)					
Audio Compact Disc (CD)	15.10%	2,000	30.00%	1,400	28
DVD					
DVD	63.19%	8,370	50.00%	4,185	24
Children/Juvenile	**12.65%**	**1,675**	**28.60%**	**1,196**	**30**
Audio Compact Disc (CD)					
Audio Compact Disc (CD)	3.59%	475	25.00%	356	30
DVD					
DVD	9.06%	1,200	30.00%	840	24
Totals:	**100.00%**	**13,245**	**42.91%**	**7,561**	**21**

Allocation of the Library's Periodical Collection

CATEGORY Subcategory Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**83.33%**	**45**	**0.00%**	**45**	**1**
Current Magazines					
Current Magazines And Newspapers	83.33%	45	0.00%	45	1
Children/Juvenile	**18.52%**	**10**	**0.00%**	**10**	**1**
Children's Current Magazines					
Children's Current Magazines	18.52%	10	0.00%	10	1
Totals:	**101.85%**	**55**	**-1.85%**	**55**	**1**

Library Division Sq. Ft. Summary

LIBRARY DIVISION	DIVISION SQ. FT.	Percent of Total
.5 Site Requirements	N/A	0%
1.0 Library Entrance(s) & Façade	40	0%
1.05 Friends of the Library	200	2%
2.0 Customer Service	270	3%
3.0 Market Place	348	4%
4.0 Public Technology	310	4%
5.0 Staff Services	1,230	15%
6.0 Children's Library	1,820	22%
6.5 Information Services	75	1%
7.0 Adult Collections and Seating	2,196	27%
8.0 Teen Area	370	4%
9.0 Community Meeting Room	1,397	17%
Net Assignable Square Footage:	**8,256**	**100%**
Non-Assignable Square Footage (@ **25%** of Gross):	2,752	
Gross Square Footage:	**11,008**	

A *Libris DESIGN* Building Program

Library Space Sq. Ft. Summary

LIBRARY DIVISION Space Name	SPACE SQ. FT.	DIVISION SQ. FT.
.5 Site Requirements		**N/A**
Site Requirements	**N/A**	
1.0 Library Entrance(s) & Façade		**40**
1.1A Public Entrance(s)	**40**	
Building Façade	**N/A**	
1.05 Friends of the Library		**200**
Friends Sale Area	**200**	
Friends Storage_ Workroom	**N/A**	
2.0 Customer Service		**270**
2.1A Customer Service Desk	**160**	
2.2A Self Checkout and Holds	**110**	
3.0 Market Place		**348**
3.1A New Books and Media	**348**	
4.0 Public Technology		**310**
4.1A Technology Area	**310**	
5.0 Staff Services		**1,230**
5.1R Community Library Manager	**121**	
5.2R Staff Workroom	**542**	
5.3AR Supplies and Equipment Storage	**80**	
5.4R MCR	**130**	
5.5R Delivery Vestibule	**60**	
5.6R Staff Restroom	**N/A**	
5.7R Custodial Workroom	**60**	
5.8R Staff Lounge	**237**	
6.0 Children's Library		**1,820**
6.2A Early Childhood / Family Place	**671**	
6.3A Children's Technology	**145**	

LIBRARY DIVISION Space Name	SPACE SQ. FT.	DIVISION SQ. FT.
6.0 Children's Library		**1,820**
6.4R Family Restroom	**N/A**	
6.5A Children's Collections & Seating	**1,004**	
6.5 Information Services		**75**
Information Desk	**75**	
7.0 Adult Collections and Seating		**2,196**
7.1A Adult Collections and Seating	**2,052**	
7.2R Group Study Room	**144**	
8.0 Teen Area		**370**
8.1A Teen Area	**370**	
9.0 Community Meeting Room		**1,397**
9.0 Public Rest Rooms	**N/A**	
9.1R Community Room	**1,050**	
9.2R Kitchenette	**87**	
9.3R A/V Control Room	**40**	
9.4R Table/Chair Storage	**130**	
9.5R Children's Storage	**90**	

Net Assignable Square Footage: **8,256**

Non-Assignable Square Footage (@ **25%** of Gross): 2,752

Gross Square Footage: **11,008**

Library Space Sq. Ft. Summary with Furniture and Equipment

LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
.5 SITE REQUIREMENTS					**N/A**
SITE REQUIREMENTS				N/A	
Anti-skate Boarding Cleats	1	0	0		
Ash Disposal, Site	2	0	0		
Bicycle Lockers	5	0	0		
Bicycle Racks	5	0	0		
Book Return, Aluminum Cart For Exterior Return	1	0	0		
Kingsley cushion drop with felt lining					
Book Return, Site	2	0	0		
Kingsley 00-9850 See specifications					
Garbage Receptacle, Site	2	0	0		
Vandal resistant					
1.0 LIBRARY ENTRANCE(S) & FAÇADE					**40**
1.1A PUBLIC ENTRANCE(S)				40	
Community Information Area	1	20	20		
Counter with lockable storage, slatwall accessories					
Digital Monitor	1	0	0		
Samsung ED55C 55" monitor					
Digital Monitor Mounting System	1	0	0		
Samsung PAC501 & PNRIWUB					
Security System Gates, Inventory Control	1	20	20		
3M Model 3900 3 gate two corridor system					
BUILDING FAÇADE				N/A	
Building Identification Sign	1	0	0		
County Identification Plaque	1	0	0		
Bronze					
Hours Signage	1	0	0		
Visible when library is closed, changeable by owner					
1.05 FRIENDS OF THE LIBRARY					**200**
FRIENDS SALE AREA				200	
Spaceholder	1	200	200		
FRIENDS STORAGE_ WORKROOM				N/A	

	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
2.0 CUSTOMER SERVICE					**270**
2.1A CUSTOMER SERVICE DESK				**160**	
Bar Code Reader, Hand-Held	2	0	0		
Book Bin, Depressible	1	16	16		
Book Truck	2	10	20		
Demco WI12187260 6 sloped shelves					
Cabinets, Below Counter	3	0	0		
1 linear foot x 24"d					
Cash Register	1	0	0		
Samsung 45 15 3/4"w x 17 3/4"d x 12 1/2"h					
Chair, Task	2	0	0		
AP Knoll					
Clock	1	0	0		
Wall-mounted					
Computer, Public Portable	8	0	0		
Portable CPU, w/ monitor, keyboard & mouse					
Computer, Staff Desktop	2	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
Counter, Cash Register	1	20	20		
3' w x 24" d					
CPU Holder	2	0	0		
Customer Service Desk	1	80	80		
Two stations, two heights, depressible book return bin					
KeyboardTray	2	0	0		
Humanscale Tray 5G900110G					
Monitor Arm	2	0	0		
Humanscale M2 Monitor Arm					
Printer, Laser (B&W)	1	0	0		
Printer, Receipt	2	0	0		
Queuing Space (Per Person)	4	6	24		
Restroom Door Release Button	1	0	0		
Security System Book Resensitizer	2	0	0		
3M Hand-held non-electric unit 5.5"w x 3"d x 3.5"h					
Security System Desensitizer/Resensitizer 3M 942	2	0	0		
Counter unit w/audible signal 20" x 18"d x 7.5"h AC					
Stapler, Desktop	2	0	0		
Staples 17710-cc					
Tape Dispenser, Desktop	1	0	0		
Staples Model 10566					
Telephone Handset	2	0	0		
Waste Basket	2	0	0		
Staples Brighton 7 gallon					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
2.2A SELF CHECKOUT AND HOLDS				**110**	
Printer, Receipt	2	0	0		
Self Check-Out Counter	2	30	60		
4'w x 30"d - against wall					
Self Check-Out Machine	2	0	0		
3M v-series					
Shelving, SF 84"h Steel W/ 6 Shelves	5	10	50		
3'w x 12"d unit					
Waste Basket	1	0	0		
Staples Brighton 7 gallon					

3.0 MARKET PLACE

<div align="right">348</div>

	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
3.1A NEW BOOKS AND MEDIA				**348**	
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	12	12	144		
3'W x 10"D unit with canopy top					
4,050 DVD					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	7	12	84		
3'W x 10"D unit with canopy top					
780 Audio Book CD (CD ROM)					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	4	12	48		
3'W x 10"D unit with canopy top					
1,540 Audio Compact Disc (CD)					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	2	12	24		
3'W x 10"D unit with canopy top					
525 Audio Compact Disc (CD)					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	2	12	24		
3'W x 12"D unit w/end panels and canopy top					
180 New - Fiction					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	2	12	24		
3'W x 12"D unit w/end panels and canopy top					
180 New - Non- Fiction					

4.0 PUBLIC TECHNOLOGY

<div align="right">310</div>

	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
4.1A TECHNOLOGY AREA				**310**	
Chair, Technology Workstation	6	0	0		
Steelcase Cobi chair					
Clock	1	0	0		
Wall-mounted					
Computer, Public Desktop	6	0	0		
CPU, 21" monitor, keyboard & mouse					
Copier, B&W Freestanding	1	40	40		
See specification for dimensions					
Garbage And Recycling Bins	1	10	10		
Forms and Surfaces Triad Receptacle					

LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
4.1A TECHNOLOGY AREA				310	
PC Reservation Station	1	25	25		
Counter 28"d x 30" w w/PC for customer PC reservation					
Print Release Counter	1	25	25		
5'w x 30"d with lockable storage underneath					
Print Release Station	1	0	0		
PC workstation with 15" touch screen monitor and high speed laser printer					
Technology Carrel	6	35	210		
6- person includes print release counter and end storage unit					
5.0 STAFF SERVICES					**1,230**
5.1R COMMUNITY LIBRARY MANAGER				121	
Chair, Supervisor's	1	0	0		
Knoll Task Chair					
Chair, Visitor's	2	15	30		
Knoll Moment Side Chair					
Clock	1	0	0		
Wall-mounted					
Computer, Staff Desktop	1	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
File Cabinet, Lateral (Two Drawer)	1	20	20		
36"w x 18"d x 28"h					
KeyboardTray	1	0	0		
Humanscale Tray 5G900110G					
Printer, Scanner, Copier All-in-one	1	0	0		
Desktop combination Unit					
Shelving, SF 66"h Steel W/ 5 Shelves	1	10	10		
3'w x 12"d unit					
Tape Dispenser, Desktop	1	0	0		
Staples Model 10566					
Telephone Handset	1	0	0		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
Workstation, Community Library Manager	1	61	61		
Knoll Systems Furniture					
5.2R STAFF WORKROOM				542	
Bar Code Reader, Hand-Held	5	0	0		
Book Truck	4	10	40		
Demco WI12187260 6 sloped shelves					
Bulletin Board	2	0	0		
Demco WE14911210					
Cabinets, Above Counter	24	0	0		
1 linear foot x 24"d					

A *Libris DESIGN* Building Program

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.2R STAFF WORKROOM				**542**	
Cabinets, Below Counter	4	0	0		
1 linear foot x 24"d					
Cabinets, Full Height	12	5	60		
1 linear foot x 24"d					
Chair, Task	6	0	0		
AP Knoll					
Clock	1	0	0		
Wall-mounted					
Computer, Staff Desktop	6	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
First Aid Kit	2	0	0		
10"w x 3"d x 10"h - Wall-mounted					
Heavy Duty Stapler	1	0	0		
Staples					
Heavy Duty Tape Dispenser	1	0	0		
Staples					
Key Cabinet	1	0	0		
60 key Staples 2019060A03					
KeyboardTray	5	0	0		
Humanscale Tray 5G900110G					
Label Maker	1	0	0		
5"w x 8"d x 4"h					
Mail Boxes, Staff	1	0	0		
72"w x 16"d x 32"h – 24 slots per unit w/ counter					
Paper Cutter	1	0	0		
Staples Model 15106					
Paper Shredder	1	0	0		
Staples SPL-NSC30A 34.9"h x 21.3"w x 18.11"d					
Printer, Scanner, Copier All-in-one	5	0	0		
Desktop combination Unit					
Recycling Bin	1	5	5		
Safe, Floor	1	5	5		
American security UL1812XD Textured sandstone					
Security System Book Resensitizer	4	0	0		
3M Hand-held non-electric unit 5.5"w x 3"d x 3.5"h					
Security System Desensitizer/Resensitizer 3M 942	1	0	0		
Counter unit w/audible signal 20" x 18"d x 7.5"h AC					
Security System Media Resensitizer	4	0	0		
Desktop non-electric unit 13.5"w x 3.5"d x 1.2"h					
Shelving, SF 84"h Steel W/ 6 Shelves	6	10	60		
3'w x 12"d unit					
Stapler, Desktop	6	0	0		
Staples 17710-cc					

A *Libris DESIGN* Building Program

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	**SPACE SQ. FT.**	**DIVISION SQ. FT.**
5.2R STAFF WORKROOM				**542**	
Tape Dispenser, Desktop	6	0	0		
Staples Model 10566					
Telephone Handset	4	0	0		
Three Hole Punch	2	0	0		
Staples Model 26614					
Waste Basket	5	0	0		
Staples Brighton 7 gallon					
Workstation, Clerical Counter	4	40	160		
6'w x 30"d - against wall					
Workstation, Librarian I	2	61	122		
Knoll Systems Furniture					
Workstation, Library Assistant	2	45	90		
Knoll Systems Furniture					
Xerox Copier, Printer, Scanner, Fax	1	0	0		
High end staff utility machine					
5.3AR SUPPLIES AND EQUIPMENT STORAGE				**80**	
Box, Cardboard	5	4	20		
In transition or storage					
Shelving, SF 84"h Steel W/ 6 Shelves	6	10	60		
3'w x 12"d unit					
5.4R MCR				**130**	
Card Entry System	1	0	0		
See County Low Voltage Requirements					
CATV/Satellite Distribution System	1	0	0		
See County Low Voltage Requirements					
Computer Network Equipment	1	0	0		
See County Low Voltage Requirements					
Fire Alarm Control Panel	1	0	0		
See County Low Voltage Requirements					
Intrusion Alarm System Control	1	0	0		
See County Low Voltage Requirements					
Johnson Control BEMS	1	0	0		
PA System Control Panel	1	0	0		
See County Low Voltage Requirements					
Rack, Computer / Communications Equipment	2	30	60		
36"w x 24"d x 60"h					
Spaceholder	1	70	70		
Telephone Handset	1	0	0		
Telephone System And Patch Panel	1	0	0		
See County Low Voltage Requirements					
Voice Recognition Communications Server & PBX	1	0	0		
Wireless communication system and telephony software					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.4R MCR				**130**	
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
5.5R DELIVERY VESTIBULE				**60**	
Cabinets, Above Counter	5	0	0		
1 linear foot x 24"d					
Delivery Bins	10	2	20		
Telephone Handset	1	0	0		
Workstation, Mail Check-In & Sorting Counter	1	40	40		
5'w x 30"d - against wall					
5.6R STAFF RESTROOM				**N/A**	
Commode	1	0	0		
Rest room					
Mirror, With Shelf	1	0	0		
Above counter					
Paper Towel Dispenser	1	0	0		
Wall-mounted					
Sink And Counter	1	0	0		
Rest room					
Soap Dispenser	1	0	0		
5"w x 4"d x 10"h - Wall-mounted					
Stainless Steel Shelf	1	0	0		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
5.7R CUSTODIAL WORKROOM				**60**	
Garbage Bin, Interior	2	0	0		
Shelving, Industrial	1	14	14		
Uline H4875					
Sink, Mop	1	6	6		
Spaceholder	1	40	40		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
5.8R STAFF LOUNGE				**237**	
Cabinets, Above Counter	9	0	0		
1 linear foot x 24"d					
Chair, Café	4	0	0		
Chair, Staff Lounge	1	35	35		
KI					
Clock	1	0	0		
Wall-mounted					
Garbage Disposal	1	0	0		

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.8R STAFF LOUNGE				237	
Locker	8	5	40		
Penco Vanguard 2 tier with closed base					
Microwave Oven	1	0	0		
30"w x 14"d x 16"h - countertop or under cabinet					
Refrigerator	1	16	16		
Full-sized - 32"w x 36"d x 68"h w/ freezer					
Sink	1	16	16		
36"w x 24"d - In counter					
Table, Café	1	60	60		
Agati Antrium Table 36 - 42" Round					
Table, Drum	1	10	10		
16"diameter x 15" - 24"h					
Telephone Handset	1	0	0		
Workstation, Food Preparation Counter	1	60	60		
8'w x 30"d - against wall					

6.0 CHILDREN'S LIBRARY — 1,820

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
6.2A EARLY CHILDHOOD / FAMILY PLACE				671	
Chair And A Half	2	40	80		
KI Sela Lounge					
Children's Soft Sculpted Furniture	4	25	100		
Arcadia Leaf, TMC Zetty cubes, other.					
Family Place Indestructible Kitchen Play Service	2	0	0		
Lakeshore Learning LDA178					
Family Place Indestructible Pots And Pans	2	0	0		
Lakeshore Learning HH642					
Family Place Lots To Love Babies	1	0	0		
Kaplan 83-80797					
Family Place Play Station Refrigerator	1	15	15		
Lakeshore Learning C363					
Family Place Play Station Sink	1	10	10		
Lakeshore Learning C362					
Family Place Play Station Stove	1	10	10		
Lakeshore Learning C361					
Game/Play Rug 9' X 12'	2	20	40		
Lakeshore Learning Activity Rug GG739					
Toddler Big Mouth Animal Puppet Set	1	0	0		
Lakeshore Learning RR580X					
Toddler Chunky Puzzle Set 1	1	0	0		
Kaplan 83-86212					
Toddler Classroom Tough Trucks	1	0	0		
Lakeshore Learning TR220-x					

LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
6.2A EARLY CHILDHOOD / FAMILY PLACE				671	
Toddler Favorite Pet Puppets	1	0	0		
Kaplan 82-62499					
Toddler Feels Real Baby Doll	1	0	0		
Lakeshore Learning DS300X					
Toddler Jumbo Knob Puzzle Set 1	1	0	0		
Kaplan 83-83547					
Toddler Manipulatives Library	1	0	0		
Lakeshore Learning LA 840X					
Toddler Play Table	1	60	60		
Lakeshore Learning 42" round with adjustable legs DG580					
Toddler Preschool Mega Blocks	2	0	0		
Becker's School Supply					
Toddler Safe Food	2	0	0		
Lakeshore Learning					
Toddler See Inside Sorting Bucket	1	0	0		
Lakeshore Learning BC553					
Toddler Soft And Safe Building Blocks	1	0	0		
Lakeshore Learning RR794					
Toddler Toy Bins	9	0	0		
Lakeshore Learning Medium sized baskets					
Toddler Wall Mounted Play Stations	1	0	0		
Brodart SKU 67296011					
Toddler Wooden Vehicles	2	0	0		
Constructive playthings KRP-024					
Waste Basket	2	0	0		
Staples Brighton 7 gallon					
48" Aisle DF 45"H Steel Shelving W/6 Slotted Divider Shlvs	1	22	22		
3'W x 24"D unit w/end panels and canopy top					
160 J_Concept					
48" Aisle DF 45"H Steel Shelving W/6 Slotted Divider Shlvs	2	22	44		
3'W x 24"D unit w/end panels and canopy top					
715 EB - I CAN READ					
48" Aisle DF 45″H Steel Shelving W/ 4 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
210 EB - Boardbooks					
48" Aisle DF 45″H Steel Shelving W/ 4 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
85 Pop Up Books					
48" Aisle DF 66"H Shelving W/10 Universal Display Shelves	1	22	22		
3'W x 20"D unit with canopy top					
385 J_EZ READS					
48" Aisle DF 66"H Shelving W/10 Universal Display Shelves	1	22	22		
3'W x 20"D unit with canopy top					
150 Read Along Books					

LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
6.2A EARLY CHILDHOOD / FAMILY PLACE				671	
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
128 Parent/Teacher Books					
48" Aisle SF 45"H Shelving W/3 Slotted Divider Shelves	13	12	156		
3'W x 12'D unit w/end panels and canopy top					
3,380 EB - English					
48" Aisle SF 45"H Shelving W/3 Slotted Divider Shelves	1	12	12		
3'W x 12'D unit w/end panels and canopy top					
162 EB - Spanish Language					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	1	12	12		
3'W x 12'D unit w/end panels and canopy top					
80 J_Family Place					
6.3A CHILDREN'S TECHNOLOGY				145	
Chair, Technology Workstation	4	0	0		
Steelcase Cobi chair					
Clock	1	0	0		
Wall-mounted					
Computer, Public Desktop	4	0	0		
CPU, 21" monitor, keyboard & mouse					
Print Release Station	1	25	25		
PC workstation with 15" touch screen monitor and high speed laser printer					
Technology Counter	4	30	120		
41"w x 30"d (1 Person) sit-down - against wall w/ power & data management					
Waste Basket	2	0	0		
Staples Brighton 7 gallon					
6.4R FAMILY RESTROOM				N/A	
6.5A CHILDREN'S COLLECTIONS & SEATING				1,004	
Bench, Child's (2 Person)	2	0	0		
Bench for AWE TMC Zetty Bench upholstered					
Book Truck With 3 Sloping Shelves	1	5	5		
Demco narrow book truck P14160720					
Chair, Juvenile	16	0	0		
TMC Lottie Chair					
Computer, AWE	2	0	0		
Early childhood non-Internet learning station					
Self Check-Out Machine	1	35	35		
3M v-series					
Table, Juvenile	4	80	320		
48″ diameter x 27"h (4 Person)					
Technology Counter	2	50	100		
Two person technology counter for AWE station					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	**SPACE SQ. FT.**	**DIVISION SQ. FT.**
6.5A CHILDREN'S COLLECTIONS & SEATING				**1,004**	
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
48" Aisle DF 66"H Shelving W/10 Universal Display Shelves	2	22	44		
3'W x 20"D unit with canopy top					
720　Children's Paperbacks					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	12	22	264		
3'W x 24"D unit w/end panels & canopy top					
5,400　Juvenile Non-Fiction_English And Spanish					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	2	22	44		
3'W x 24"D unit w/end panels & canopy top					
338　YT- Graphic Novels					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
200　YT - Fiction					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	4	22	88		
3'W x 24"D unit w/end panels & canopy top					
1,750　Juvenile Fiction_English And Spanish					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
300　Holiday Books					
48" Aisle SF 66"H Magazine Display Shelving W/4 Shelves	1	12	12		
3'W x 24"D unit w/flip sloping shelf & shelf underneath					
10　Children's Current Magazines					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	2	12	24		
3'W x 10"D unit with canopy top					
150　New Books					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	2	12	24		
3'W x 10"D unit with canopy top					
700　DVD					

6.5 INFORMATION SERVICES | | | | | **75**

	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	**SPACE SQ. FT.**	
INFORMATION DESK				**75**	
Bar Code Reader, Hand-Held	1	0	0		
Chair, Task	1	0	0		
AP Knoll					
Computer, Staff Desktop	1	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
Information Desk	1	75	75		
Single station service desk 6'w x 30" d custom					
KeyboardTray	1	0	0		
Humanscale Tray 5G900110G					
Monitor Arm	1	0	0		
Humanscale M2 Monitor Arm					
Printer, Laser (B&W)	1	0	0		

A *Libris DESIGN* Building Program

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
INFORMATION DESK				75	
Printer, Receipt	1	0	0		
Rack, Information	1	0	0		
30″w x 18″d x 25″h - countertop					
Stapler, Desktop	1	0	0		
Staples 17710-cc					
Tape Dispenser, Desktop	1	0	0		
Staples Model 10566					
Telephone Handset	1	0	0		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					

7.0 ADULT COLLECTIONS AND SEATING   2,196

7.1A ADULT COLLECTIONS AND SEATING				2,052	
Book Supports	25	0	0		
Demco WK14865520 Cork base					
Book Truck With 3 Sloping Shelves	2	5	10		
Demco narrow book truck P14160720					
Chair, Lounge	8	35	280		
36″w x 36″d					
Chair, Reader's	30	0	0		
Arper Catifa					
Clock	1	0	0		
Wall-mounted					
Computer, Public	2	5	10		
ipad and ipad holder					
Kik-Step Stools	4	0	0		
Demco WK14172200 Black					
Table, End	2	12	24		
Agati Drum Table 30"w x 30"d x 20"h					
Table, Reader's	4	100	400		
72″w x 36″d x 29"h (4 Person)					
Table, Reader's	5	50	250		
Agati Antrim Table 48" x 48" (2 Person)					
Waste Basket	6	0	0		
Staples Brighton 7 gallon					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
188 Large Print					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	22	22	484		
3'W x 24"D unit w/end panels					
7,838 Non-Fiction					

LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
7.1A ADULT COLLECTIONS AND SEATING				2,052	
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3′W x 24"D unit w/end panels					
175 Non-Fiction - Spanish Language					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	2	22	44		
3′W x 24"D unit w/end panels					
480 Biography					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3′W x 24"D unit w/end panels					
175 Fiction - Spanish Language					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3′W x 24"D unit w/end panels					
113 Science Fiction & Fantasy					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	12	22	264		
3′W x 24"D unit w/end panels					
3,675 Fiction					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	2	22	44		
3′W x 24"D unit w/end panels					
300 Romance					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3′W x 24"D unit w/end panels					
188 Mysteries					
48" Aisle SF 66"H Magazine Display Shelving W/4 Shelves	4	12	48		
3'W x 24"D unit w/flip sloping shelf & shelf underneath					
45 Current Magazines And Newspapers					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	2	12	24		
3'W x 12"D unit w/end panels and canopy top					
188 Paperbacks					
48" Aisle SF 84"H Steel Shelving W/6 Shelves	2	12	24		
3'W x 12"D unit w/end panels					
255 Oversize					
48" Aisle SF 84"H Steel Shelving W/6 Shelves	3	12	36		
3'W x 12"D unit w/end panels					
375 Classics					
7.2R GROUP STUDY ROOM				144	
Chair Rail For Markers	1	0	0		
Chair, Group Study	6	0	0		
Steelcase Cobi Chair					
Clock	1	0	0		
Wall-mounted					
Crestron A/V Control System	1	0	0		
Projector, Short Throw	1	0	0		
Epson Bright Link 485wi					
Table, Group Study	1	140	140		
Agati Antrium 48" x 72"					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
7.2R GROUP STUDY ROOM				**144**	
Waste Basket	1	4	4		
Staples Brighton 7 gallon					

8.0 TEEN AREA 370

8.1A TEEN AREA				**370**	
Chair, Café	6	0	0		
Arper Catifa 46					
Chair, Lounge - Armless	2	35	70		
KI Sela Lounge					
Chair, Technology Workstation Task	4	0	0		
Arper Catifa					
Computer, Public Desktop	2	0	0		
CPU, 21" monitor, keyboard & mouse					
Table, Café	2	60	120		
Agati Antrium Table 36 - 42" Round					
Technology Counter	2	55	110		
71"w x 30"d (2 Person) sit-down - against wall w/ power & data management					
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
170 Teen - Non-fiction					
48" Aisle SF 84"H Steel Shelving W/6 Shelves	4	12	48		
3'W x 12"D unit w/end panels					
750 Teen - Fiction					

9.0 COMMUNITY MEETING ROOM 1,397

9.0 PUBLIC REST ROOMS				**N/A**	
Baby Changing Station	1	0	0		
Door Release	1	0	0		
Floor Drain	1	0	0		
Hose Bib	1	0	0		
9.1R COMMUNITY ROOM				**1,050**	
ADA Assistive Listening System Accessories	20	0	0		
Hand-held or worn items for built-in system					
Chair, Meeting Room - Stacking	100	10	1,000		
25″w x 21″d					
Clock	1	0	0		
Wall-mounted					
Computer, Staff Portable	1	0	0		
Portable CPU, w/ monitor, keyboard & mouse					
Crestron A/V Control System	1	0	0		

LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
9.1R COMMUNITY ROOM				**1,050**	
Flag And Pole, County 8'	1	5	5		
Tidmore Flag and Banner Embassy Kit					
Flag And Pole, State 8'	1	5	5		
Tidmore Flag and Banner Embassy Kit					
Flag And Pole, US 9'	1	5	5		
Tidmore Flag and Banner Embassy Kit					
Lectern (w/ Space For A Portable Computer)	1	30	30		
Egan or Nevins 31″w x 29″d w/ microphone, speaker, light & clock & Logo					
Microphone, Hand Held	5	0	0		
Microphone, Lavaliere	5	0	0		
Wireless					
Projection Screen, Motorized Ceiling	1	0	0		
Front projection					
Projector, Ceiling Mounted	1	0	0		
17″w x 16″d x 7"h - AV & computer, LCD to DLP					
Video Conferencing System	1	0	0		
Wall Mounted Hanging Track	1	0	0		
Waste Basket	2	0	0		
Staples Brighton 7 gallon					
Whiteboard, Rolling	1	5	5		
Demco BES 668AF-DD Magnetic					
9.2R KITCHENETTE				**87**	
Cabinets, Above Counter (Lockable)	9	0	0		
1 linear foot x 24"d					
Garbage And Recycling Bins	1	10	10		
Forms and Surfaces Triad Receptacle					
Garbage Disposal	1	0	0		
Microwave Oven	1	0	0		
30″w x 14″d x 16"h - countertop or under cabinet					
Refrigerator	1	16	16		
Best Buy 3' x 2' x 72"					
Sink	1	16	16		
36″w x 24"d - In counter					
Telephone Handset	1	0	0		
Workstation, Food Preparation Counter	1	45	45		
6'w x 30"d - against wall					
9.3R A/V CONTROL ROOM				**40**	
Spaceholder	1	40	40		
9.4R TABLE/CHAIR STORAGE				**130**	
Chair Rail For Markers	1	0	0		
Dolly, Chair	6	10	60		
2'w x 3'd w/ 10 - 20 chairs stacked					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
9.4R TABLE/CHAIR STORAGE				130	
Easel, Heavy Duty Telescoping	2	0	0		
Demco W6263120					
Lectern (w/ Space For A Portable Computer)	1	10	10		
Egan or Nevins 31"w x 29"d w/ microphone, speaker, light & clock & Logo					
Nesting Table Power Unit	12	0	0		
KI Table					
Table, Meeting Room	12	5	60		
30" x 60" Nesting Table with casters					
Telephone Handset	1	0	0		
9.5R CHILDREN'S STORAGE				90	
Shelving At 28" - 30" D	6	15	90		
Uline 36"w x 28"d x 72"h					
Storage Bins For Children's Supplies	10	0	0		
Constructive Playthings sets of 6					

Net Assignable Square Footage:	**8,256**
Non-Assignable Square Footage (@ **25%** of Gross):	2,752
Gross Square Footage:	**11,008**

Allocation of the Library's Book Collection

CATEGORY **Subcategory** Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**50.67%**	**21,000**	**27.48%**	**15,230**	**9.857**
Browsing					
New - Fiction	1.09%	450	60.00%	180	9
New - Non- Fiction	1.09%	450	60.00%	180	9
Fiction					
Classics	1.21%	500	25.00%	375	8
Fiction	12.67%	5,250	30.00%	3,675	9
Fiction - Spanish Language	0.60%	250	30.00%	175	10
Large Print	0.60%	250	25.00%	188	8
Mysteries	0.60%	250	25.00%	188	8
Romance	0.97%	400	25.00%	300	8
Science Fiction & Fantasy	0.36%	150	25.00%	113	8
Non-Fiction					
Biography	1.45%	600	20.00%	480	8
Non-Fiction	25.21%	10,450	25.00%	7,838	10
Non-Fiction - Spanish Language	0.60%	250	30.00%	175	10
Oversize	0.72%	300	15.00%	255	8
Paperbacks					
Paperbacks	0.60%	250	25.00%	188	10
Teen Collections					
Teen - Fiction	2.41%	1,000	25.00%	750	12
Teen - Non-fiction	0.48%	200	15.00%	170	10
Children/Juvenile	**49.33%**	**20,445**	**29.99%**	**14,313**	**17.18**
Children's Fiction					
Juvenile Fiction_English And Spanish	6.03%	2,500	30.00%	1,750	15
Children's New Books					
New Books	0.72%	300	50.00%	150	8
Children's Non-Fiction					
Holiday Books	0.97%	400	25.00%	300	12
Juvenile Non-Fiction_English And Spanish	17.37%	7,200	25.00%	5,400	16
Children's Paperbacks					
Children's Paperbacks	2.90%	1,200	40.00%	720	16
EB Collections					
EB - Boardbooks	0.72%	300	30.00%	210	25
EB - English	12.55%	5,200	35.00%	3,380	30
EB - I CAN READ	2.65%	1,100	35.00%	715	30

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EB - Spanish Language	0.60%	250	35.00%	162	25
J_Concept	0.48%	200	20.00%	160	20
J_EZ READS	1.33%	550	30.00%	385	25
J_Family Place	0.24%	100	20.00%	80	25
Pop Up Books	0.23%	95	10.00%	85	8
Read Along Books	0.48%	200	25.00%	150	12
Parent/Teacher Books					
Parent/Teacher Books	0.36%	150	15.00%	128	8
Young Teen Books					
YT - Fiction	0.60%	250	20.00%	200	15
YT- Graphic Novels	1.09%	450	25.00%	338	10

Totals:	**100.00%**	**41,445**	**28.72%**	**29,543**	**14.5**

Allocation of the Library's Multimedia Collection

CATEGORY Subcategory Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**87.12%**	**11,500**	**44.61%**	**6,370**	**20**
Audio Book Compact Disc					
Audio Book CD (CD ROM)	9.09%	1,200	35.00%	780	8
Audio Compact Disc (CD)					
Audio Compact Disc (CD)	16.67%	2,200	30.00%	1,540	28
DVD					
DVD	61.36%	8,100	50.00%	4,050	24
Children/Juvenile	**12.88%**	**1,700**	**27.94%**	**1,225**	**30**
Audio Compact Disc (CD)					
Audio Compact Disc (CD)	5.30%	700	25.00%	525	30
DVD					
DVD	7.58%	1,000	30.00%	700	24
Totals:	**100.00%**	**13,200**	**42.46%**	**7,595**	**21**

Allocation of the Library's Periodical Collection

CATEGORY Subcategory Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**81.82%**	**45**	**0.00%**	**45**	**1**
Current Magazines					
Current Magazines And Newspapers	81.82%	45	0.00%	45	1
Children/Juvenile	**18.18%**	**10**	**0.00%**	**10**	**1**
Children's Current Magazines					
Children's Current Magazines	18.18%	10	0.00%	10	1
Totals:	**100.00%**	**55**	**0.00%**	**55**	**1**

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Library Division Sq. Ft. Summary

LIBRARY DIVISION	DIVISION SQ. FT.	Percent of Total
.5 Site Requirements	N/A	0%
1.0 Library Entrance(s) & Façade	40	0%
1.05 Friends of the Library	400	4%
2.0 Customer Service	270	3%
3.0 Market Place	360	4%
4.0 Public Technology	310	3%
5.0 Staff Services	1,240	14%
6.0 Children's Library	1,993	22%
6.5 Information Services	75	1%
7.0 Adult Collections and Seating	2,614	29%
8.0 Teen Area	382	4%
9.0 Community Meeting Room	1,393	15%
Net Assignable Square Footage:	**9,077**	**100%**
Non-Assignable Square Footage (@ 25% of Gross):	3,026	
Gross Square Footage:	**12,103**	

Library Space Sq. Ft. Summary

LIBRARY DIVISION Space Name	SPACE SQ. FT.	DIVISION SQ. FT.
.5 Site Requirements		**N/A**
Site Requirements	**N/A**	
1.0 Library Entrance(s) & Façade		**40**
1.1A Public Entrance(s)	**40**	
Building Façade	**N/A**	
1.05 Friends of the Library		**400**
Friends Sale Area	**200**	
Friends Storage_ Workroom	**200**	
2.0 Customer Service		**270**
2.1A Customer Service Desk	**160**	
2.2A Self Checkout and Holds	**110**	
3.0 Market Place		**360**
3.1A New Books and Media	**360**	
4.0 Public Technology		**310**
4.1A Technology Area	**310**	
5.0 Staff Services		**1,240**
5.1R Community Library Manager	**121**	
5.2R Staff Workroom	**542**	
5.3AR Supplies and Equipment Storage	**80**	
5.4R MCR	**130**	
5.5R Delivery Vestibule	**60**	
5.6R Staff Restroom	**N/A**	
5.7R Custodial Workroom	**60**	
5.8R Staff Lounge	**247**	
6.0 Children's Library		**1,993**
6.2A Early Childhood / Family Place	**733**	
6.3A Tutoring Area	**200**	

LIBRARY DIVISION Space Name	SPACE SQ. FT.	DIVISION SQ. FT.
6.0 Children's Library		**1,993**
6.4R Family Restroom	N/A	
6.5A Children's Collections & Seating	1,060	
6.5 Information Services		**75**
Information Desk	75	
7.0 Adult Collections and Seating		**2,614**
7.1A Adult Collections and Seating	2,326	
7.2R Group Study Room	144	
7.3R Group Study Room	144	
8.0 Teen Area		**382**
8.1A Teen Area	382	
9.0 Community Meeting Room		**1,393**
9.0 Public Rest Rooms	N/A	
9.1R Community Room	1,047	
9.2R Kitchenette	86	
9.3R A/V Control Room	40	
9.4R Table/Chair Storage	130	
9.5R Children's Storage	90	

	Net Assignable Square Footage:	**9,077**
	Non-Assignable Square Footage (@ **25%** of Gross):	3,026

Gross Square Footage: **12,103**

Library Space Sq. Ft. Summary with Furniture and Equipment

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
.5 SITE REQUIREMENTS					**N/A**
SITE REQUIREMENTS				N/A	
Anti-skate Boarding Cleats	1	0	0		
Ash Disposal, Site	2	0	0		
Bicycle Lockers	5	0	0		
Bicycle Racks	5	0	0		
Book Return, Aluminum Cart For Exterior Return	1	0	0		
Kingsley cushion drop with felt lining					
Book Return, Site	2	0	0		
Kingsley 00-9850 See specifications					
Garbage Receptacle, Site	2	0	0		
Vandal resistant					
1.0 LIBRARY ENTRANCE(S) & FAÇADE					**40**
1.1A PUBLIC ENTRANCE(S)				40	
Community Information Area	1	20	20		
Counter with lockable storage, slatwall accessories					
Digital Monitor	1	0	0		
Samsung ED55C 55" monitor					
Digital Monitor Mounting System	1	0	0		
Samsung PAC501 & PNRIWUB					
Security System Gates, Inventory Control	1	20	20		
3M Model 3900 3 gate two corridor system					
BUILDING FAÇADE				N/A	
Building Identification Sign	1	0	0		
County Identification Plaque	1	0	0		
Bronze					
Hours Signage	1	0	0		
Visible when library is closed, changeable by owner					
1.05 FRIENDS OF THE LIBRARY					**400**
FRIENDS SALE AREA				200	
Spaceholder	1	200	200		
FRIENDS STORAGE_ WORKROOM				200	
Spaceholder	1	200	200		

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	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
2.0 CUSTOMER SERVICE					**270**
2.1A CUSTOMER SERVICE DESK				**160**	
Bar Code Reader, Hand-Held	2	0	0		
Book Bin, Depressible	1	16	16		
Book Truck	2	10	20		
Demco WI12187260 6 sloped shelves					
Cabinets, Below Counter	3	0	0		
1 linear foot x 24"d					
Cash Register	1	0	0		
Samsung 45 15 3/4"w x 17 3/4"d x 12 1/2"h					
Chair, Task	2	0	0		
AP Knoll					
Clock	1	0	0		
Wall-mounted					
Computer, Public Portable	12	0	0		
Portable CPU, w/ monitor, keyboard & mouse					
Computer, Staff Desktop	2	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
Counter, Cash Register	1	20	20		
3' w x 24" d					
CPU Holder	2	0	0		
Customer Service Desk	1	80	80		
Two stations, two heights, depressible book return bin					
KeyboardTray	2	0	0		
Humanscale Tray 5G900110G					
Monitor Arm	2	0	0		
Humanscale M2 Monitor Arm					
Printer, Laser (B&W)	1	0	0		
Printer, Receipt	2	0	0		
Queuing Space (Per Person)	4	6	24		
Restroom Door Release Button	1	0	0		
Security System Book Resensitizer	2	0	0		
3M Hand-held non-electric unit 5.5"w x 3"d x 3.5"h					
Security System Desensitizer/Resensitizer 3M 942	2	0	0		
Counter unit w/audible signal 20" x 18"d x 7.5"h AC					
Stapler, Desktop	2	0	0		
Staples 17710-cc					
Tape Dispenser, Desktop	1	0	0		
Staples Model 10566					
Telephone Handset	2	0	0		
Waste Basket	2	0	0		
Staples Brighton 7 gallon					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	**SPACE SQ. FT.**	**DIVISION SQ. FT.**
2.2A SELF CHECKOUT AND HOLDS				**110**	
Printer, Receipt	2	0	0		
Self Check-Out Counter	2	30	60		
4'w x 30"d - against wall					
Self Check-Out Machine	2	0	0		
3M v-series					
Shelving, SF 84"h Steel W/ 6 Shelves	5	10	50		
3'w x 12"d unit					
Waste Basket	1	0	0		
Staples Brighton 7 gallon					

3.0 MARKET PLACE   360

3.1A NEW BOOKS AND MEDIA				**360**	
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	5	12	60		
3'W x 10"D unit with canopy top					
1,750 Audio Compact Disc (CD)					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	7	12	84		
3'W x 10"D unit with canopy top					
780 Audio Book CD (CD ROM)					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	1	12	12		
3'W x 10"D unit with canopy top					
375 Audio Compact Disc (CD)					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	13	12	156		
3'W x 10"D unit with canopy top					
4,500 DVD					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	2	12	24		
3'W x 12"D unit w/end panels and canopy top					
220 New - Non- Fiction					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	2	12	24		
3'W x 12"D unit w/end panels and canopy top					
220 New - Fiction					

4.0 PUBLIC TECHNOLOGY   310

4.1A TECHNOLOGY AREA				**310**	
Chair, Technology Workstation	6	0	0		
Steelcase Cobi chair					
Clock	1	0	0		
Wall-mounted					
Computer, Public Desktop	6	0	0		
CPU, 21" monitor, keyboard & mouse					
Copier, B&W Freestanding	1	40	40		
See specification for dimensions					
Garbage And Recycling Bins	1	10	10		
Forms and Surfaces Triad Receptacle					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
4.1A TECHNOLOGY AREA				310	
PC Reservation Station	1	25	25		
Counter 28"d x 30" w w/PC for customer PC reservation					
Print Release Counter	1	25	25		
5'w x 30"d with lockable storage underneath					
Print Release Station	1	0	0		
PC workstation with 15" touch screen monitor and high speed laser printer					
Technology Carrel	6	35	210		
6- person includes print release counter and end storage unit					

5.0 STAFF SERVICES   1,240

5.1R COMMUNITY LIBRARY MANAGER				121	
Chair, Supervisor's	1	0	0		
Knoll Task Chair					
Chair, Visitor's	2	15	30		
Knoll Moment Side Chair					
Clock	1	0	0		
Wall-mounted					
Computer, Staff Desktop	1	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
File Cabinet, Lateral (Two Drawer)	1	20	20		
36"w x 18"d x 28"h					
KeyboardTray	1	0	0		
Humanscale Tray 5G900110G					
Printer, Scanner, Copier All-in-one	1	0	0		
Desktop combination Unit					
Shelving, SF 66"h Steel W/ 5 Shelves	1	10	10		
3'w x 12"d unit					
Tape Dispenser, Desktop	1	0	0		
Staples Model 10566					
Telephone Handset	1	0	0		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
Workstation, Community Library Manager	1	61	61		
Knoll Systems Furniture					
5.2R STAFF WORKROOM				542	
Bar Code Reader, Hand-Held	5	0	0		
Book Truck	4	10	40		
Demco WI12187260 6 sloped shelves					
Bulletin Board	2	0	0		
Demco WE14911210					
Cabinets, Above Counter	24	0	0		
1 linear foot x 24"d					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.2R STAFF WORKROOM				542	
Cabinets, Below Counter	4	0	0		
1 linear foot x 24"d					
Cabinets, Full Height	12	5	60		
1 linear foot x 24"d					
Chair, Task	6	0	0		
AP Knoll					
Clock	1	0	0		
Wall-mounted					
Computer, Staff Desktop	6	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
First Aid Kit	2	0	0		
10"w x 3"d x 10"h - Wall-mounted					
Heavy Duty Stapler	1	0	0		
Staples					
Heavy Duty Tape Dispenser	1	0	0		
Staples					
Key Cabinet	1	0	0		
60 key Staples 2019060A03					
KeyboardTray	5	0	0		
Humanscale Tray 5G900110G					
Label Maker	1	0	0		
5"w x 8"d x 4"h					
Mail Boxes, Staff	1	0	0		
72"w x 16"d x 32"h – 24 slots per unit w/ counter					
Paper Cutter	1	0	0		
Staples Model 15106					
Paper Shredder	1	0	0		
Staples SPL-NSC30A 34.9"h x 21.3"w x 18.11"d					
Printer, Scanner, Copier All-in-one	5	0	0		
Desktop combination Unit					
Recycling Bin	1	5	5		
Safe, Floor	1	5	5		
American security UL1812XD Textured sandstone					
Security System Book Resensitizer	4	0	0		
3M Hand-held non-electric unit 5.5"w x 3"d x 3.5"h					
Security System Desensitizer/Resensitizer 3M 942	1	0	0		
Counter unit w/audible signal 20" x 18"d x 7.5"h AC					
Security System Media Resensitizer	4	0	0		
Desktop non-electric unit 13.5"w x 3.5"d x 1.2"h					
Shelving, SF 84"h Steel W/ 6 Shelves	6	10	60		
3'w x 12"d unit					
Stapler, Desktop	6	0	0		
Staples 17710-cc					

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LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.2R STAFF WORKROOM				542	
Tape Dispenser, Desktop	6	0	0		
Staples Model 10566					
Telephone Handset	4	0	0		
Three Hole Punch	2	0	0		
Staples Model 26614					
Waste Basket	5	0	0		
Staples Brighton 7 gallon					
Workstation, Clerical Counter	4	40	160		
6'w x 30"d - against wall					
Workstation, Librarian I	2	61	122		
Knoll Systems Furniture					
Workstation, Library Assistant	2	45	90		
Knoll Systems Furniture					
Xerox Copier, Printer, Scanner, Fax	1	0	0		
High end staff utility machine					
5.3AR SUPPLIES AND EQUIPMENT STORAGE				80	
Box, Cardboard	5	4	20		
In transition or storage					
Shelving, SF 84"h Steel W/ 6 Shelves	6	10	60		
3'w x 12"d unit					
5.4R MCR				130	
Card Entry System	1	0	0		
See County Low Voltage Requirements					
CATV/Satellite Distribution System	1	0	0		
See County Low Voltage Requirements					
Computer Network Equipment	1	0	0		
See County Low Voltage Requirements					
Fire Alarm Control Panel	1	0	0		
See County Low Voltage Requirements					
Intrusion Alarm System Control	1	0	0		
See County Low Voltage Requirements					
Johnson Control BEMS	1	0	0		
PA System Control Panel	1	0	0		
See County Low Voltage Requirements					
Rack, Computer / Communications Equipment	2	30	60		
36"w x 24"d x 60"h					
Spaceholder	1	70	70		
Telephone Handset	1	0	0		
Telephone System And Patch Panel	1	0	0		
See County Low Voltage Requirements					
Voice Recognition Communications Server & PBX	1	0	0		
Wireless communication system and telephony software					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.4R MCR				130	
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
5.5R DELIVERY VESTIBULE				60	
Cabinets, Above Counter	5	0	0		
1 linear foot x 24"d					
Delivery Bins	10	2	20		
Telephone Handset	1	0	0		
Workstation, Mail Check-In & Sorting Counter	1	40	40		
5'w x 30"d - against wall					
5.6R STAFF RESTROOM				N/A	
Commode	1	0	0		
Rest room					
Mirror, With Shelf	1	0	0		
Above counter					
Paper Towel Dispenser	1	0	0		
Wall-mounted					
Sink And Counter	1	0	0		
Rest room					
Soap Dispenser	1	0	0		
5"w x 4"d x 10"h - Wall-mounted					
Stainless Steel Shelf	1	0	0		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
5.7R CUSTODIAL WORKROOM				60	
Garbage Bin, Interior	2	0	0		
Shelving, Industrial	1	14	14		
Uline H4875					
Sink, Mop	1	6	6		
Spaceholder	1	40	40		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
5.8R STAFF LOUNGE				247	
Cabinets, Above Counter	9	0	0		
1 linear foot x 24"d					
Chair, Café	4	0	0		
Chair, Staff Lounge	1	35	35		
KI					
Clock	1	0	0		
Wall-mounted					
Garbage And Recycling Bins	1	10	10		
Forms and Surfaces Triad Receptacle					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
5.8R STAFF LOUNGE				247	
Garbage Disposal	1	0	0		
Locker	8	5	40		
Penco Vanguard 2 tier with closed base					
Microwave Oven	1	0	0		
30"w x 14"d x 16"h - countertop or under cabinet					
Refrigerator	1	16	16		
Full-sized - 32"w x 36"d x 68"h w/ freezer					
Sink	1	16	16		
36"w x 24"d - In counter					
Table, Café	1	60	60		
Agati Antrium Table 36 - 42" Round					
Table, Drum	1	10	10		
16"diameter x 15" - 24"h					
Telephone Handset	1	0	0		
Workstation, Food Preparation Counter	1	60	60		
8'w x 30"d - against wall					

6.0 CHILDREN'S LIBRARY 1,993

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
6.2A EARLY CHILDHOOD / FAMILY PLACE				733	
Chair And A Half	2	40	80		
KI Sela Lounge					
Chair, Children's	4	0	0		
KI Intellect Wave 12" high seat					
Children's Soft Sculpted Furniture	6	25	150		
Arcadia Leaf, TMC Zetty cubes, other.					
Family Place Indestructible Kitchen Play Service	2	0	0		
Lakeshore Learning LDA178					
Family Place Indestructible Pots And Pans	2	0	0		
Lakeshore Learning HH642					
Family Place Lots To Love Babies	1	0	0		
Kaplan 83-80797					
Family Place Play Station Refrigerator	1	15	15		
Lakeshore Learning C363					
Family Place Play Station Sink	1	10	10		
Lakeshore Learning C362					
Family Place Play Station Stove	1	10	10		
Lakeshore Learning C361					
Game/Play Rug 9' X 12'	2	20	40		
Lakeshore Learning Activity Rug GG739					
Toddler Big Mouth Animal Puppet Set	1	0	0		
Lakeshore Learning RR580X					
Toddler Chunky Puzzle Set 1	1	0	0		
Kaplan 83-86212					

	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
6.2A EARLY CHILDHOOD / FAMILY PLACE					733
Toddler Classroom Tough Trucks	1	0	0		
Lakeshore Learning TR220-x					
Toddler Favorite Pet Puppets	1	0	0		
Kaplan 82-62499					
Toddler Feels Real Baby Doll	1	0	0		
Lakeshore Learning DS300X					
Toddler Jumbo Knob Puzzle Set 1	1	0	0		
Kaplan 83-83547					
Toddler Manipulatives Library	1	0	0		
Lakeshore Learning LA 840X					
Toddler Play Table	1	60	60		
Lakeshore Learning 42" round with adjustable legs DG580					
Toddler Preschool Mega Blocks	2	0	0		
Becker's School Supply					
Toddler Safe Food	2	0	0		
Lakeshore Learning					
Toddler See Inside Sorting Bucket	1	0	0		
Lakeshore Learning BC553					
Toddler Soft And Safe Building Blocks	1	0	0		
Lakeshore Learning RR794					
Toddler Toy Bins	9	0	0		
Lakeshore Learning Medium sized baskets					
Toddler Wall Mounted Play Stations	1	0	0		
Brodart SKU 67296011					
Toddler Wooden Vehicles	2	0	0		
Constructive playthings KRP-024					
Waste Basket	2	0	0		
Staples Brighton 7 gallon					
48" Aisle DF 45"H Steel Shelving W/6 Slotted Divider Shlvs	2	22	44		
3'W x 24"D unit w/end panels and canopy top					
780 EB - I CAN READ					
48" Aisle DF 45"H Steel Shelving W/6 Slotted Divider Shlvs	1	22	22		
3'W x 24"D unit w/end panels and canopy top					
160 J_Concept					
48" Aisle DF 45″H Steel Shelving W/ 4 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
85 Pop Up Books					
48" Aisle DF 45″H Steel Shelving W/ 4 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
280 EB - Boardbooks					
48" Aisle DF 66"H Shelving W/10 Universal Display Shelves	1	22	22		
3'W x 20"D unit with canopy top					
420 J_EZ READS					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
6.2A EARLY CHILDHOOD / FAMILY PLACE				733	
48" Aisle DF 66"H Shelving W/10 Universal Display Shelves	1	22	22		
3'W x 20"D unit with canopy top					
150 Read Along Books					
48" Aisle DF 66"H Steel Shelving W/ 10 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
170 Parent/Teacher Books					
48" Aisle SF 45"H Shelving W/3 Slotted Divider Shelves	1	12	12		
3'W x 12'D unit w/end panels and canopy top					
162 EB - Spanish Language					
48" Aisle SF 45"H Shelving W/3 Slotted Divider Shelves	14	12	168		
3'W x 12'D unit w/end panels and canopy top					
3,575 EB - English					
48" Aisle SF 66"H Steel Shelving W/5 Shelves	1	12	12		
3'W x 12"D unit w/end panels and canopy top					
80 J_Family Place					
6.3A TUTORING AREA				200	
Chair, Juvenile	8	0	0		
TMC Lottie Chair					
Clock	1	0	0		
Wall-mounted					
Table, Tutoring	4	50	200		
Agati Antrim Table 30" x 48" (2 person)					
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
6.4R FAMILY RESTROOM				N/A	
6.5A CHILDREN'S COLLECTIONS & SEATING				1,060	
Bench, Child's (2 Person)	2	0	0		
Bench for AWE TMC Zetty Bench upholstered					
Book Truck With 3 Sloping Shelves	1	5	5		
Demco narrow book truck P14160720					
Chair, Juvenile	16	0	0		
TMC Lottie Chair					
Computer, AWE	2	0	0		
Early childhood non-Internet learning station					
Self Check-Out Machine	1	35	35		
3M v-series					
Table, Juvenile	4	80	320		
48" diameter x 27"h (4 Person)					
Technology Counter	2	50	100		
Two person technology counter for AWE station					
Waste Basket	1	0	0		
Staples Brighton 7 gallon					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	**SPACE** **SQ. FT.**	**DIVISION** **SQ. FT.**
6.5A CHILDREN'S COLLECTIONS & SEATING				**1,060**	
48" Aisle DF 45″H Steel Shelving W/ 6 Shelves	2	22	44		
3'W x 24"D unit w/end panels & canopy top					
338 Holiday Books					
48" Aisle DF 66″H Shelving W/10 Universal Display Shelves	2	22	44		
3'W x 20"D unit with canopy top					
720 Children's Paperbacks					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	12	22	264		
3'W x 24"D unit w/end panels & canopy top					
5,625 Juvenile Non-Fiction_English And Spanish					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	5	22	110		
3'W x 24"D unit w/end panels & canopy top					
1,950 Juvenile Fiction_English And Spanish					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	2	22	44		
3'W x 24"D unit w/end panels & canopy top					
338 YT- Graphic Novels					
48" Aisle DF 66″H Steel Shelving W/ 10 Shelves	1	22	22		
3'W x 24"D unit w/end panels & canopy top					
200 YT - Fiction					
48" Aisle SF 66"H Magazine Display Shelving W/4 Shelves	1	12	12		
3'W x 24"D unit w/flip sloping shelf & shelf underneath					
10 Children's Current Magazines					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	2	12	24		
3'W x 10"D unit with canopy top					
175 New Books					
48" Aisle SF 66"H Shelving W/5 Universal Display Shelves	3	12	36		
3'W x 10"D unit with canopy top					
910 DVD					

6.5 INFORMATION SERVICES   75

INFORMATION DESK				**75**	
Bar Code Reader, Hand-Held	1	0	0		
Chair, Task	1	0	0		
AP Knoll					
Computer, Staff Desktop	1	0	0		
CPU, 21" monitor, keyboard, mouse, barcode reader, Humanscale keyboard tray					
Information Desk	1	75	75		
Single station service desk 6'w x 30" d custom					
KeyboardTray	1	0	0		
Humanscale Tray 5G900110G					
Monitor Arm	1	0	0		
Humanscale M2 Monitor Arm					
Printer, Laser (B&W)	1	0	0		
Printer, Receipt	1	0	0		

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LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
INFORMATION DESK				75	
Rack, Information	1	0	0		
30"w x 18"d x 25"h - countertop					
Stapler, Desktop	1	0	0		
Staples 17710-cc					
Tape Dispenser, Desktop	1	0	0		
Staples Model 10566					
Telephone Handset	1	0	0		
Waste Basket	1	0	0		
Staples Brighton 7 gallon					

7.0 ADULT COLLECTIONS AND SEATING — 2,614

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
7.1A ADULT COLLECTIONS AND SEATING				2,326	
Book Supports	25	0	0		
Demco WK14865520 Cork base					
Book Truck With 3 Sloping Shelves	2	5	10		
Demco narrow book truck P14160720					
Chair, Lounge	10	35	350		
36"w x 36"d					
Chair, Reader's	30	0	0		
Arper Catifa					
Clock	1	0	0		
Wall-mounted					
Computer, Public	2	5	10		
ipad and ipad holder					
Kik-Step Stools	4	0	0		
Demco WK14172200 Black					
Table, End	3	12	36		
Agati Drum Table 30"w x 30"d x 20"h					
Table, Reader's	5	100	500		
72"w x 36"d x 29"h (4 Person)					
Table, Reader's	5	50	250		
Agati Antrim Table 48" x 48" (2 Person)					
Waste Basket	6	0	0		
Staples Brighton 7 gallon					
48" Aisle DF 84"H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
225 Large Print					
48" Aisle DF 84"H Steel Shelving W/ 12 Shelves	13	22	286		
3'W x 24"D unit w/end panels					
4,200 Fiction					
48" Aisle DF 84"H Steel Shelving W/ 12 Shelves	1	22	22		
3'W x 24"D unit w/end panels					
175 Fiction - Spanish Language					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
7.1A ADULT COLLECTIONS AND SEATING				2,326	
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3′W x 24"D unit w/end panels					
188 Mysteries					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	2	22	44		
3′W x 24"D unit w/end panels					
300 Romance					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3′W x 24"D unit w/end panels					
150 Science Fiction & Fantasy					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	2	22	44		
3′W x 24"D unit w/end panels					
375 Classics					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	24	22	528		
3′W x 24"D unit w/end panels					
8,550 Non-Fiction					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3′W x 24"D unit w/end panels					
175 Non-Fiction - Spanish Language					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	2	22	44		
3′W x 24"D unit w/end panels					
560 Biography					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3′W x 24"D unit w/end panels					
200 Paperbacks					
48" Aisle DF 90"H Steel Shelving W/ 10 Shelves	2	22	44		
3′W x 24"D unit w/end panels					
340 Oversize					
48" Aisle SF 66"H Magazine Display Shelving W/4 Shelves	4	12	48		
3'W x 24"D unit w/flip sloping shelf & shelf underneath					
45 Current Magazines And Newspapers					
7.2R GROUP STUDY ROOM				144	
Chair Rail For Markers	1	0	0		
Chair, Group Study	6	0	0		
Steelcase Cobi Chair					
Clock	1	0	0		
Wall-mounted					
Crestron A/V Control System	1	0	0		
Projector, Short Throw	1	0	0		
Epson Bright Link 485wi					
Table, Group Study	1	140	140		
Agati Antrium 48" x 72"					
Waste Basket	1	4	4		
Staples Brighton 7 gallon					

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
7.3R GROUP STUDY ROOM				144	
Chair Rail For Markers	1	0	0		
Chair, Group Study	6	0	0		
Steelcase Cobi Chair					
Clock	1	0	0		
Wall-mounted					
Crestron A/V Control System	1	0	0		
Projector, Short Throw	1	0	0		
Epson Bright Link 485wi					
Table, Group Study	1	140	140		
Agati Antrium 48" x 72"					
Waste Basket	1	4	4		
Staples Brighton 7 gallon					

8.0 TEEN AREA — 382

	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
8.1A TEEN AREA				382	
Chair, Café	6	0	0		
Arper Catifa 46					
Chair, Lounge - Armless	2	35	70		
KI Sela Lounge					
Chair, Technology Workstation Task	4	0	0		
Arper Catifa					
Computer, Public Desktop	2	0	0		
CPU, 21" monitor, keyboard & mouse					
Table, Café	2	60	120		
Agati Antrium Table 36 - 42" Round					
Technology Counter	2	55	110		
71"w x 30"d (2 Person) sit-down - against wall w/ power & data management					
Waste Basket	1	0	0		
Staples Brighton 7 gallon					
48" Aisle DF 84″H Steel Shelving W/ 12 Shelves	1	22	22		
3′W x 24"D unit w/end panels					
170 Teen - Non-fiction					
48" Aisle SF 84"H Steel Shelving W/6 Shelves	5	12	60		
3'W x 12"D unit w/end panels					
975 Teen - Fiction					

9.0 COMMUNITY MEETING ROOM — 1,393

	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
9.0 PUBLIC REST ROOMS				N/A	
Baby Changing Station	1	0	0		
Door Release	1	0	0		
Floor Drain	1	0	0		
Hose Bib	1	0	0		

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	**SPACE SQ. FT.**	**DIVISION SQ. FT.**
9.1R COMMUNITY ROOM				**1,047**	
ADA Assistive Listening System Accessories Hand-held or worn items for built-in system	20	0	0		
Chair, Meeting Room - Stacking 25"w x 21"d	100	10	1,000		
Clock Wall-mounted	1	0	0		
Computer, Staff Portable Portable CPU, w/ monitor, keyboard & mouse	1	0	0		
Crestron A/V Control System	1	0	0		
Flag And Pole, County 8' Tidmore Flag and Banner Embassy Kit	1	5	5		
Flag And Pole, State 8' Tidmore Flag and Banner Embassy Kit	1	5	5		
Flag And Pole, US 9' Tidmore Flag and Banner Embassy Kit	1	5	5		
Lectern (w/ Space For A Portable Computer) Egan or Nevins 31"w x 29"d w/ microphone, speaker, light & clock & Logo	1	30	30		
Microphone, Hand Held	5	0	0		
Microphone, Lavaliere Wireless	5	0	0		
Projection Screen, Motorized Ceiling Front projection	1	0	0		
Projector, Ceiling Mounted 17"w x 16"d x 7"h - AV & computer, LCD to DLP	1	0	0		
Video Conferencing System	1	0	0		
Wall Mounted Hanging Track	1	0	0		
Waste Basket Staples Brighton 7 gallon	2	0	0		
Whiteboard, Rolling Demco BES 668AF-DD Magnetic	1	2	2		
9.2R KITCHENETTE				**86**	
Cabinets, Above Counter (Lockable) 1 linear foot x 24"d	9	0	0		
Garbage And Recycling Bins Forms and Surfaces Triad Receptacle	1	10	10		
Garbage Disposal	1	0	0		
Microwave Oven 30"w x 14"d x 16"h - countertop or under cabinet	1	0	0		
Refrigerator Best Buy 3' x 2' x 72"	1	15	15		
Sink 36"w x 24"d - In counter	1	16	16		
Telephone Handset	1	0	0		

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
9.2R KITCHENETTE				86	
Workstation, Food Preparation Counter	1	45	45		
6'w x 30"d - against wall					
9.3R A/V CONTROL ROOM				40	
Spaceholder	1	40	40		
9.4R TABLE/CHAIR STORAGE				130	
Chair Rail For Markers	1	0	0		
Dolly, Chair	6	10	60		
2'w x 3'd w/ 10 - 20 chairs stacked					
Easel, Heavy Duty Telescoping	2	0	0		
Demco W6263120					
Lectern (w/ Space For A Portable Computer)	1	10	10		
Egan or Nevins 31"w x 29"d w/ microphone, speaker, light & clock & Logo					
Nesting Table Power Unit	12	0	0		
KI Table					
Table, Meeting Room	12	5	60		
30" x 60" Nesting Table with casters					
Telephone Handset	1	0	0		
9.5R CHILDREN'S STORAGE				90	
Shelving At 28" - 30" D	6	15	90		
Uline 36"w x 28"d x 72"h					
Storage Bins For Children's Supplies	10	0	0		
Constructive Playthings sets of 6					

Net Assignable Square Footage: __9,077__

Non-Assignable Square Footage (@ **25%** of Gross): 3,026

Gross Square Footage: 12,103

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Allocation of the Library's Book Collection

CATEGORY Subcategory Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**51.71%**	**23,500**	**27.56%**	**17,023**	**9.857**
Browsing					
New - Fiction	1.21%	550	60.00%	220	9
New - Non- Fiction	1.21%	550	60.00%	220	9
Fiction					
Classics	1.10%	500	25.00%	375	8
Fiction	13.20%	6,000	30.00%	4,200	9
Fiction - Spanish Language	0.55%	250	30.00%	175	10
Large Print	0.66%	300	25.00%	225	8
Mysteries	0.55%	250	25.00%	188	8
Romance	0.88%	400	25.00%	300	8
Science Fiction & Fantasy	0.44%	200	25.00%	150	8
Non-Fiction					
Biography	1.54%	700	20.00%	560	8
Non-Fiction	25.09%	11,400	25.00%	8,550	10
Non-Fiction - Spanish Language	0.55%	250	30.00%	175	10
Oversize	0.88%	400	15.00%	340	8
Paperbacks					
Paperbacks	0.55%	250	20.00%	200	10
Teen Collections					
Teen - Fiction	2.86%	1,300	25.00%	975	12
Teen - Non-fiction	0.44%	200	15.00%	170	10
Children/Juvenile	**48.29%**	**21,945**	**30.70%**	**15,208**	**17.18**
Children's Fiction					
Juvenile Fiction_English And Spanish	6.60%	3,000	35.00%	1,950	15
Children's New Books					
New Books	0.77%	350	50.00%	175	8
Children's Non-Fiction					
Holiday Books	0.99%	450	25.00%	338	12
Juvenile Non-Fiction_English And Spanish	16.50%	7,500	25.00%	5,625	16
Children's Paperbacks					
Children's Paperbacks	2.64%	1,200	40.00%	720	16
EB Collections					
EB - Boardbooks	0.88%	400	30.00%	280	25
EB - English	12.10%	5,500	35.00%	3,575	30
EB - I CAN READ	2.64%	1,200	35.00%	780	30

Hermosa Beach Library 12K

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EB - Spanish Language	0.55%	250	35.00%	162	25
J_Concept	0.44%	200	20.00%	160	20
J_EZ READS	1.32%	600	30.00%	420	25
J_Family Place	0.22%	100	20.00%	80	25
Pop Up Books	0.21%	95	10.00%	85	8
Read Along Books	0.44%	200	25.00%	150	12
Parent/Teacher Books					
Parent/Teacher Books	0.44%	200	15.00%	170	8
Young Teen Books					
YT - Fiction	0.55%	250	20.00%	200	15
YT- Graphic Novels	0.99%	450	25.00%	338	10
Totals:	**100.00%**	**45,445**	**29.08%**	**32,231**	**14.5**

Allocation of the Library's Multimedia Collection

CATEGORY **Subcategory** Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**79.87%**	**12,700**	**44.65%**	**7,030**	**20**
Audio Book Compact Disc					
Audio Book CD (CD ROM)	7.55%	1,200	35.00%	780	8
Audio Compact Disc (CD)					
Audio Compact Disc (CD)	15.72%	2,500	30.00%	1,750	28
DVD					
DVD	56.60%	9,000	50.00%	4,500	24
Children/Juvenile	**11.32%**	**1,800**	**28.61%**	**1,285**	**30**
Audio Compact Disc (CD)					
Audio Compact Disc (CD)	3.14%	500	25.00%	375	30
DVD					
DVD	8.18%	1,300	30.00%	910	24
Totals:	**91.19%**	**14,500**	**47.70%**	**8,315**	**21**

Allocation of the Library's Periodical Collection

CATEGORY Subcategory Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**83.33%**	**45**	**0.00%**	**45**	**1**
Current Magazines					
Current Magazines And Newspapers	83.33%	45	0.00%	45	1
Children/Juvenile	**18.52%**	**10**	**0.00%**	**10**	**1**
Children's Current Magazines					
Children's Current Magazines	18.52%	10	0.00%	10	1
Totals:	**101.85%**	**55**	**-1.85%**	**55**	**1**

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Lomita Library
2016

UP

(E) CUST.

MAILBOX

FILE

22"
(E)

47'-5"
(E)

PLAY CARPET

PLAY CARPET

CLR

9'-9"
CLR

(E) WORK ROOM

FILE

CHAIR

CHAIR

TV

(E) STAFF LOUNGE

MICROWAVE

SINK & RANGE

(E) CIRCULATION DESK

(E) LIBRARIAN

PROPOSED LAYOUT
OF WOMEN

PROPOSED LAYOUT
OF MEN

ENTRY

PAY STATION

COPIER

8024 SF Library

2000 SF Community Room (adjacent)

58 Seats

38,000 Volumes

REVISED: DEC. 19, 2014