



Master Space Plan

Rochester Public Library Central Library
115 South Avenue
Rochester, NY 14604

Architectural Consultant:
Bostwick Design Partnership

Library Consultant
June Garcia



MEP Engineer
M/E Engineering, P.C.



Cost Estimating
The Pike Company



June 2013



Executive Summary

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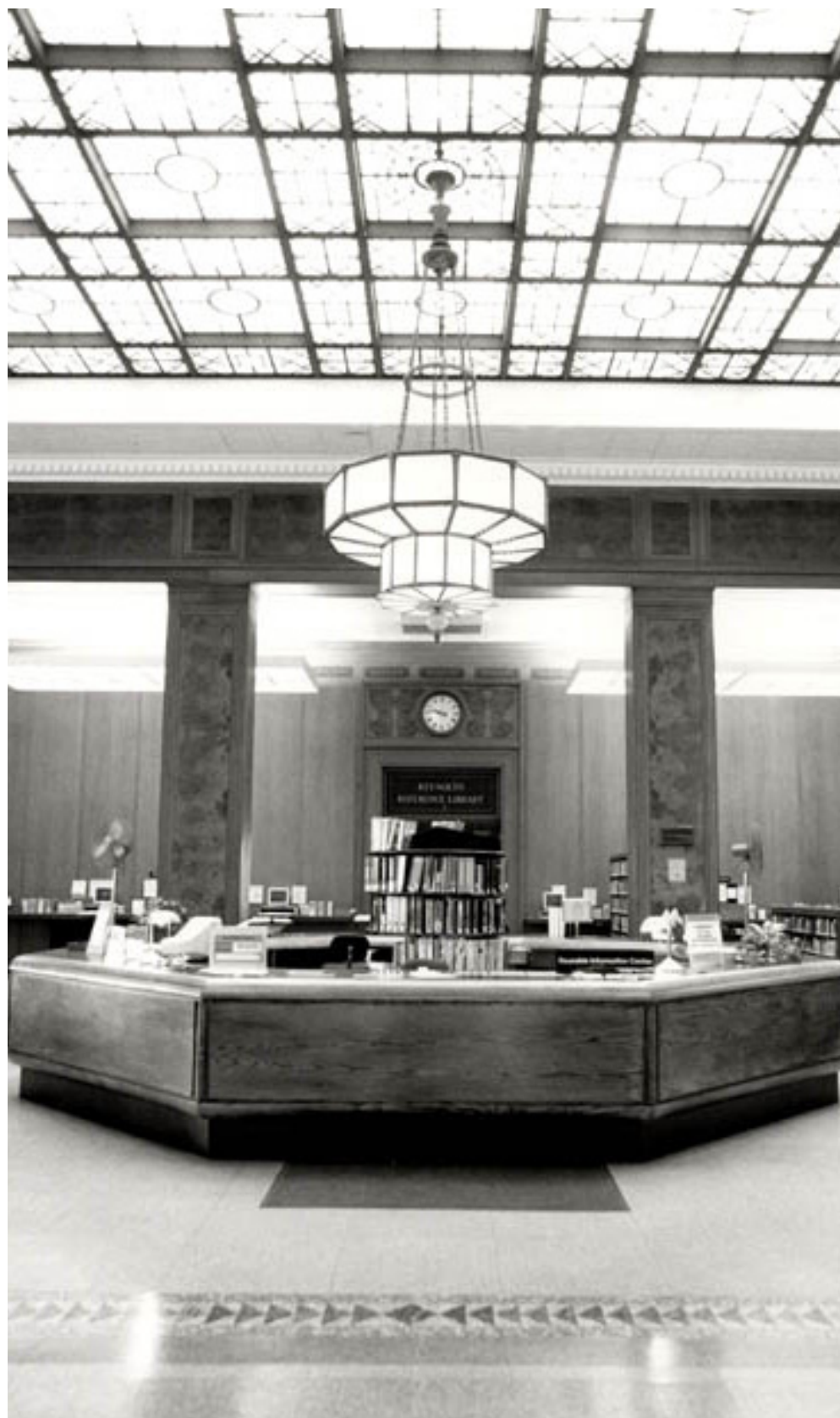
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Background

The history of the Rochester Public Library dates to 1911, when a system of branches serving city neighborhoods was first established. The first building was the Exposition Park Branch, opened in 1912. A main library was planned for, but remained unfunded until a generous gift from Morton Rundel provided the resources for one. The Rundel Memorial Building, Rochester's new Central Library designed by Gordon & Kaelber overlooking the Genesee River at 115 South Street was opened to the public in 1936 after years of planning.

The Rundel Memorial Building served as the heart of the Rochester Public Library system for 20 years, when in 1956 it also became the administrative center for the Monroe County Library System. As the largest public resource in the region for information, research, and entertainment the library built a deep collection and employed subject experts to curate and leverage the collections in support of the community's needs.

While collections and services grew, the building remained unexpanded until the 1990s, when an addition was proposed. The complexity of expanding the existing building with limited room along the river led to



a free-standing expansion across the street from the Rundel Memorial Building. The Bausch & Lomb Building designed by William Rawn Associates opened in 1997 at the corner of Broad and South Streets, effectively doubling the size of the Central Library. The two buildings were linked together at their lower levels by a pedestrian tunnel under South Street.

Since 1997, significant and rapidly advancing societal and technological changes have required libraries everywhere to fundamentally reevaluate what, where, and how services are provided. The internet has changed forever the role of research and reference. More recently, the ability to instantly access digital content on mobile devices anywhere has completely decentralized the idea of accessing data and entertainment. How and where the library fits – physically and culturally - into this evolving landscape are fundamental questions that libraries everywhere face.

In Monroe County and the City of Rochester, an additional pressure on the library, organizationally and operationally, has been a lack of funding. With flat support levels since 2004, the increasing cost of operations has in effect been a continuous reduction. The number of full time staff has been reduced by nearly 50% since 1999, with additional reductions likely.

In 2011, the Library Director organized a series of group discussions to identify and prioritize the issues that needed to be addressed organizationally. These discussions led to a task force of six groups, organized across all levels of the library, designed to propose strategic responses to the most pressing challenges the library faced. Among the challenges addressed was the organization and physical condition of the Central Library campus. It was acknowledged that the current arrangement of spaces and services in the Rundel Memorial Building and Bausch & Lomb Building were not well-aligned with the needs of 21st century library users. The task force collected examples of other libraries' responses to similar challenges, and recommended improvements to current conditions.

In August of 2012 the Rochester Public Library issued a Request for Proposals for a Central Library of Rochester & Monroe County Master Space Plan, and in late September, Bostwick Design Partnership, teamed June Garcia LLC, the Pike Company and M/E Engineering were selected to carry out the plan.

Executive Summary

Goals

The outcomes that the Central Library Master Space Plan was designed to achieve are summarized below, as a combination of four overarching goals:

Respond to Change:

The Central Library has benefited from small and targeted improvements over time, but the facility has not undergone any comprehensive assessment to address the technological, cultural and financial changes experienced over the last 10-15 years. This plan will provide the kinds of spaces that are vital to a Central Library serving Rochester in the 21st century, and demonstrate a capacity for future change.

Prioritize Community over Collections:

While the library has a long and valuable history as a deep resource for community learning, the ratio of “collection space” to “people space” is unsustainably out of balance. The building designs assumed continued collection expansion, however the library is already ramping up removal or relocation of less relevant titles to anticipate a more precipitous shift towards more places for collaboration. The collections remain valuable, however the physical space will reinforce that the Central Library is an important “place” in the community to share ideas, with a focused collection that no longer displaces, but instead supports those interactions.

Establish Phased Improvements:

As capital dollars are and will remain limited, and as comprehensive renovations will necessarily be carried out incrementally to remain operational, the recommended plans will be defined in discreet, fundable projects to be built over time. The intent of the Master Space Plan was to identify improvements that could be implemented over a five year timeline.

Build Community Support by Making Possibilities Visible:

The plan was designed to invite the community to participate along with the organization, both for input into the benefits and challenges of the existing configurations and for initial visual preferences for how spaces affected by the plan may look and feel. The process of gathering input that includes visual data to inform future possibilities not only clarifies a broader vision than conversation alone is capable of, but also allows the library to better tell a story to potential funding partners. This visual information, which included conceptual renderings of future improved spaces, can help generate enthusiasm in the philanthropic community as the library seeks alternative sources of funding.



Process

A specific method to carry out the Master Space Plan was recommended in the Request for Proposals, which provided scope equity across the proposers’ submittals and served as a guide for the selected design team to perform the work. The narrative below summarizes the stages of work under four broad themes that outline and describe the process as it was carried out.

Review:

The start of any planning process requires a data gathering phase. At the outset, the design team reviewed available information about the two buildings which included: previous plans, collection data, floor plans and wayfinding maps, narratives from library focus groups regarding physical space, and references collected by staff to other examples that supported a vision for potential changes.

The first on-site visit and work sessions were November 26 and 27, 2012 and included the following meetings:

- Tour of all public and staff spaces that may have been affected by the proposed Master Plan
- Kick-off meeting with library administration and Central Library Reorganization Steering Committee
- Working sessions with library division representatives, distributed as follows:
 - Literature and Arts
 - Science and Business
 - Rare Books and Exhibits
 - 1st Floor Bausch & Lomb (Media, information and Circulation)
 - Children and Teens

The working sessions gathered input from staff regarding how their services are performed today, and what works and what is problematic about the spaces that support those services. Discussions regarding opportunities were also documented, to inform the possible layouts that would be prepared subsequently, after being informed by input from these sessions and in anticipation of next meetings.

Engage:

In addition to input from staff, it was important to the library that the community was provided an opportunity to participate in the dialogue about the future of the Rundel Memorial and Bausch & Lomb Buildings. The community included not just supporters and stakeholders, but the general public and anyone who expressed an interest in providing feedback.

Over two days on January 17 and 18, 2013, a total of seven public input sessions were held to discuss possible changes to the Central Library. Specific guests were invited and encouraged to participate, but the work sessions were also advertised in advance and open to the public. The sessions included questions about why people came to the library, what was seen as positive and negative, and other general facility related discussion topics. In addition to the discussion, over 100 photographs were on view from libraries around the world, arranged by general departmental area. The images were accompanied by a questionnaire requesting which images participants liked, which they disliked, and why. There was also space for general comments.

Notes from each public session, the library images, their ranking, and the submitted comments are all included in the appendix.

Explore:

Once the necessary background information was gathered, and as public input sessions were being planned, the design team proposed reorganization options for review and discussion with library administration and staff. The options were proposed conceptually, and were informed by building program data being prepared concurrently. The conceptual options were shared with library administration digitally in December 2012, to begin a discussion about possibilities in general. It was understood that these plans would all be informed by the community and staff input gathered in January.

A total of three options were considered prior to the January meetings, with a fourth option developed in a work session with library administration after the final public input session on January 18, 2013. This last option included a more aggressive divisional reorganization that included a Dewey Decimal System arrangement that would fundamentally shift how collections and spaces would be arranged across the two buildings. While there was agreement in some of the benefits of this plan, it’s potential expense was a contributing factor in why it ultimately was modified in favor of a fifth plan outlined in this report.

All of the proposed plans and related programmatic modifications were reviewed in meetings with affected division staff, administration, and the Central Reorganization Steering Committee on February 12 and 13, 2013. Additionally, a conversation to inform City Department of Environmental Services, Division of Architectural Services was held to gather any specific feedback they may have to offer.

A parallel effort was also underway, to generate renderings of two key spaces: the future first floor of the Rundel Memorial Building and the future Teen Central proposed for the second floor of the Bausch & Lomb Building. The last task completed during the meetings in February was to determine the best locations and angles or these views.

The plan options noted above are documented in the appendix, along with the Central Library building program in full.

Create:

Once conceptual plans were reviewed, a phasing plan was discussed to explore the pluses and minuses of relative cost and potential staging requirements of different approaches. Once the plan, phasing and probable relative cost was established, a final Master Space Plan arrangement was identified as the library’s preferred option. The proposed option was then reviewed by the design team’s engineering and costs consultants to document the challenges and opportunities from an infrastructure standpoint, and inform an Opinion of Probable Cost. On April 24, 2013 Bostwick Design Partnership co-presented a final report to the combined Rochester Public Library and Monroe County Library System boards of trustees. This included a review of the background and context for the study, goals and process, each phase as proposed, and the opinion of probable cost and timeline for each phase of the project, as well as the total potential cost.

This report documents in detail the process, findings and recommendations of the Master Space Plan for the Central Library of Rochester and Monroe County.

Executive Summary

Participants

The content of this document was made possible through the collected wisdom of all who generously offered their time to participate in the process, either in person or by collecting and confirming data, or both.

The following representatives of the Rochester Public Library executive staff provided leadership throughout the process:

- Patricia Uttaro, Library Director
- Brie Harrison, Finance Manager
- Jeff Levine, Central Library Reorganization Manager
- David Creek, Assistant Director

Library staff who specifically participated in the departmental discussions include the following:

First Floor Bausch & Lomb Building (Circulation, Information, AV)

- Cynthia Dana, Circulation Manager
- Jason Gogniat, Information Desk
- Joe Born, A /V Supervisor
- Brenda LaCrosse, LAS Manager
- Martha Ruggeri
- Andrew Smith
- Kathy Sochia

Literature and Arts Division

- Marty Steinhauser, Literature/Arts Division Manager
- David Bamann
- Audrey Coyle
- Mary Fraser
- Melissa Manczuk
- Susan Meyers
- Carol Moldt
- Ove Overmyer
- Judy Schewe
- Margaret Wrobel

Science and Business Division

- Carolyn Johnson, Science/Business Division Manager
- Jennifer Byrnes
- Sandra Erickson
- Deb Jop
- Alla Levi
- Kate Meddaugh
- Florence Morris
- Jay Osborne
- Darlene Richards

Rare Books and Exhibits

- Cristine Ridarsky, Historical Services Consultant
- Corrine Clar
- Cheri Crist
- Kate Meddaugh
- Inge Munnings
- Jay Osborne
- Robert Scheffel
- Anita Wahl

Children and Teens

- Tonia Burton, Youth Services Consultant
- Xandi DiMatteo
- Matthew Everett
- Miranda Hazen
- Rona Maroz
- Melora Miller
- Kathy Wolf

The planning team and Library Administration would like to especially thank the Central Reorganization Steering Committee for their support, participation and endorsement of the plan:

- Donna Benjamin, RPL Trustee
- Dick Hamilton, RPL Trustee
- John Lovenheim, RPL Trustee
- Eileen Riedman, MCLS Trustee
- George Wolf, MCLS Trustee
- Jeff Baker, MCLS Liaison
- Sally Snow, MCLS Assistant Director
- Ana Suro, RPL Personnel Manager

	Department	Existing SF	Calculated Net SF	SF Difference	Comments
1	Foyer / Marketplace	6,527	6,527	0	These spaces represent entrance features and possibilities
2	Circulation Services	5,050	5,050	0	Existing SF approximate on BLB 1
3	Information and Technology	0	4,453	4,453	Existing SF is currently included within other Divisions
4	Children's Center	7,045	7,681	636	
5	Teen Central	2,617	5,928	3,311	Existing SF does not include study area outside of Teen Central
6	Arts, Music and Recreation	12,357	9,452	(2,905)	
7	Business and Social Sciences	17,755	16,441	(1,314)	Calculated SF to be confirmed
8	Literature	15,520	15,449	(71)	Existing SF includes Hacker Hall, Reynolds Room and study areas
9	Media	6,664	4,712	(1,952)	Existing SF does not include Rundel Mezzanine staff areas
10	Local History and Genealogy		2,123		For reference only, not programmed as part of this study
11	Science, History and Travel	17,627	17,271	(356)	
12	Community Meeting and Gathering	5,273	9,563	4,290	Calculated Net SF proposes meeting spaces not yet planned in this study
13	Exhibit Space	0	1,215	0	
14	Non Public Spaces				Not programmed at this time
	TOTAL DEPARTMENTAL GROSS SF	96,435	105,865	6,092	

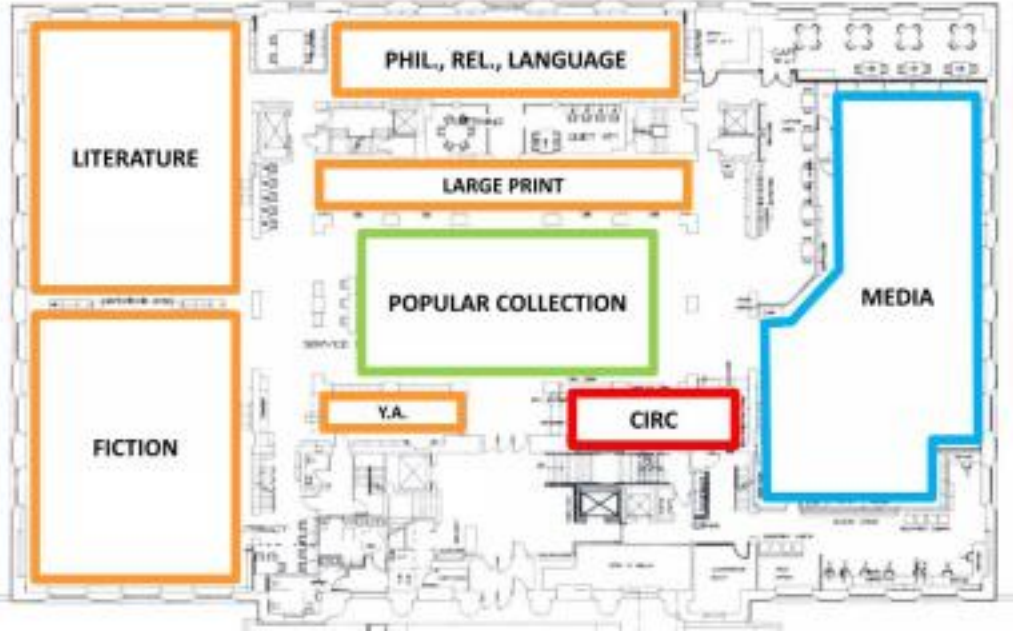
Program

The programming process identified and quantified key elements to be added, removed or altered in each department affected by proposed phased improvements. This program summary includes departments that were discussed in detail as well as those that were discussed generally or for reference. The program documented space needs at a conceptual planning level, and was used primarily to confirm that the available square footages could accommodate the departments considered for relocation or reconfiguration.

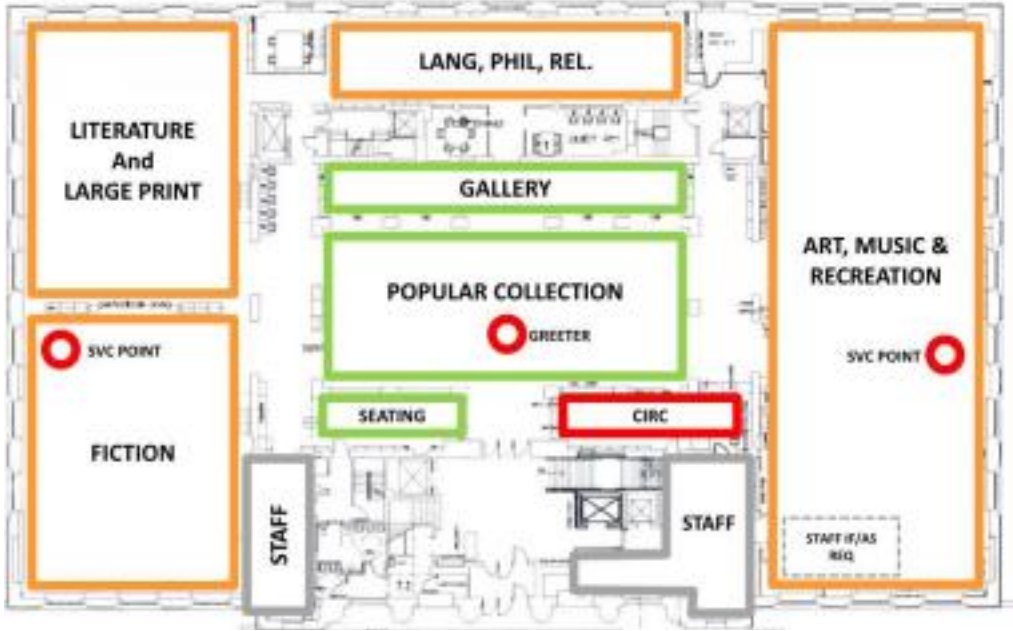
The spreadsheet on this page is a summary of all of the departmental programmatic space needs discussed and considered during the study. Detailed spreadsheets by location are included by phase, and the complete program is included in the appendix.

Executive Summary
 Floor Plan Comparisons

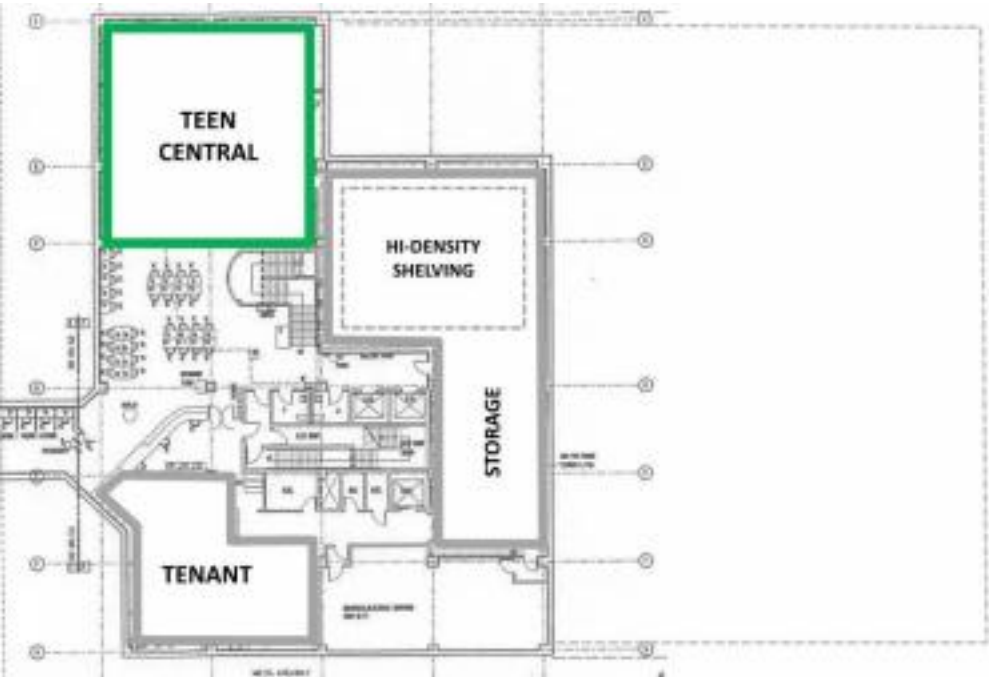
EXISTING



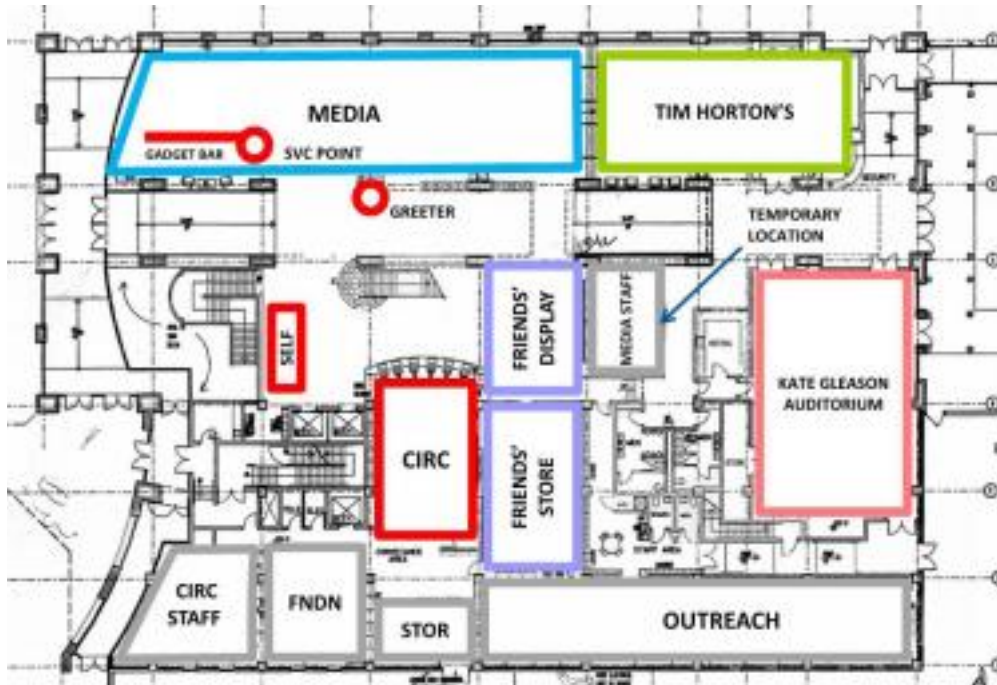
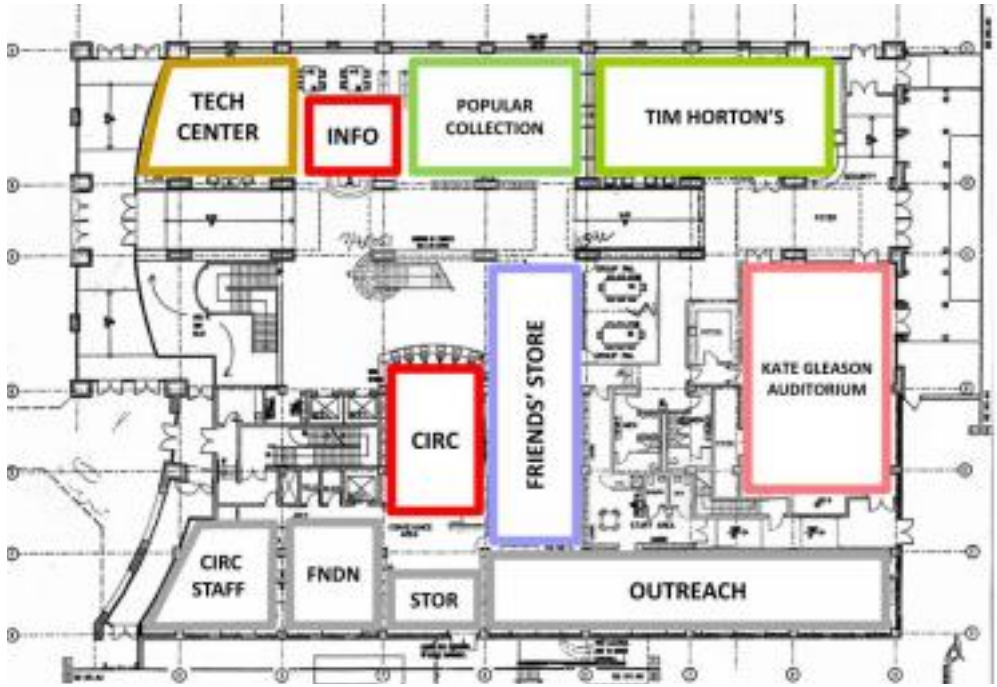
RECOMMENDED



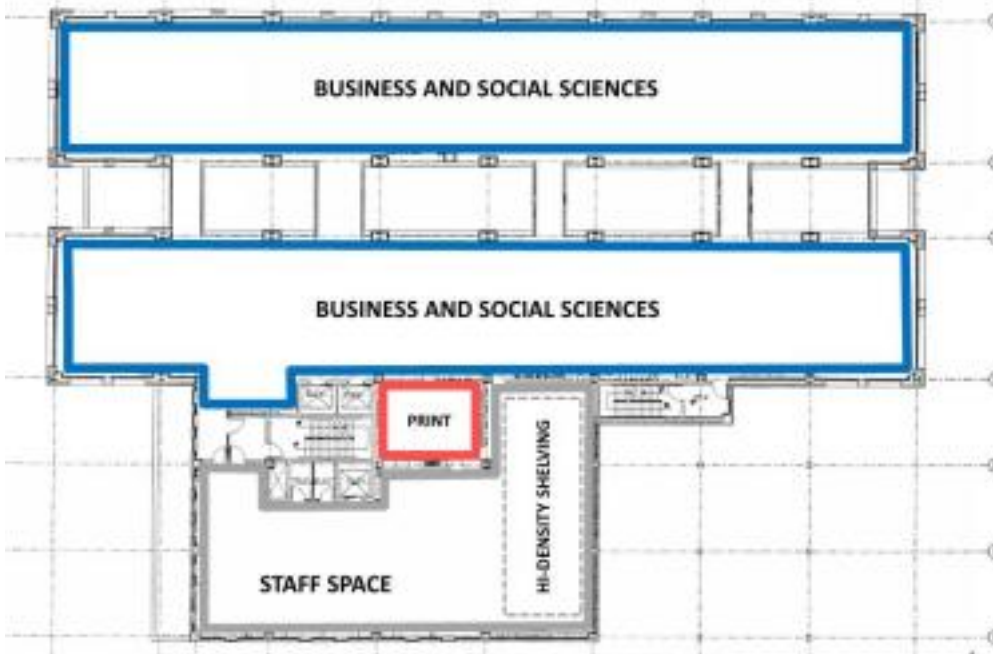
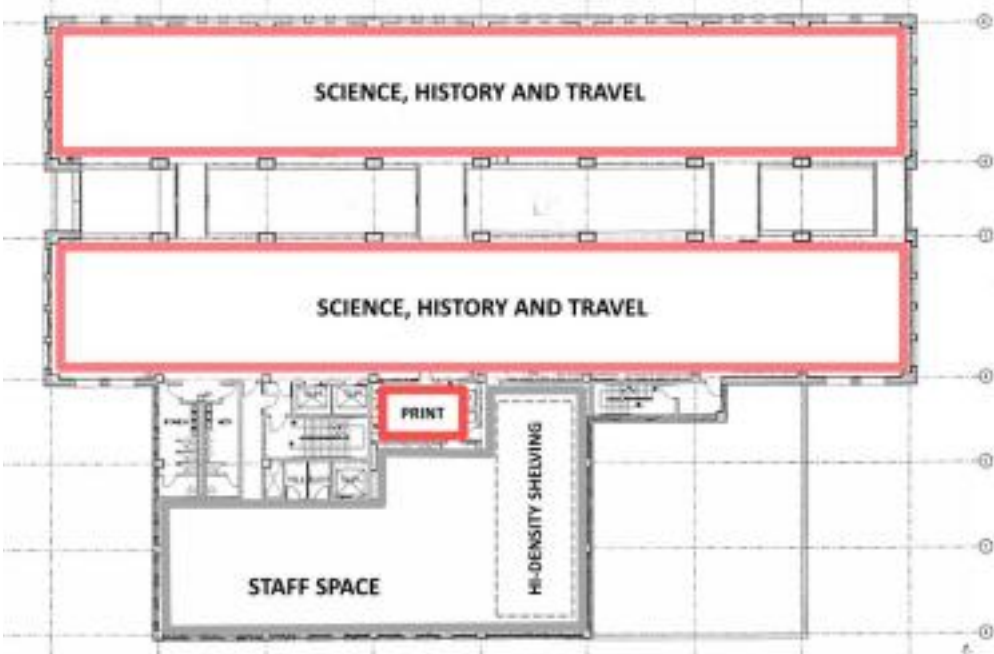
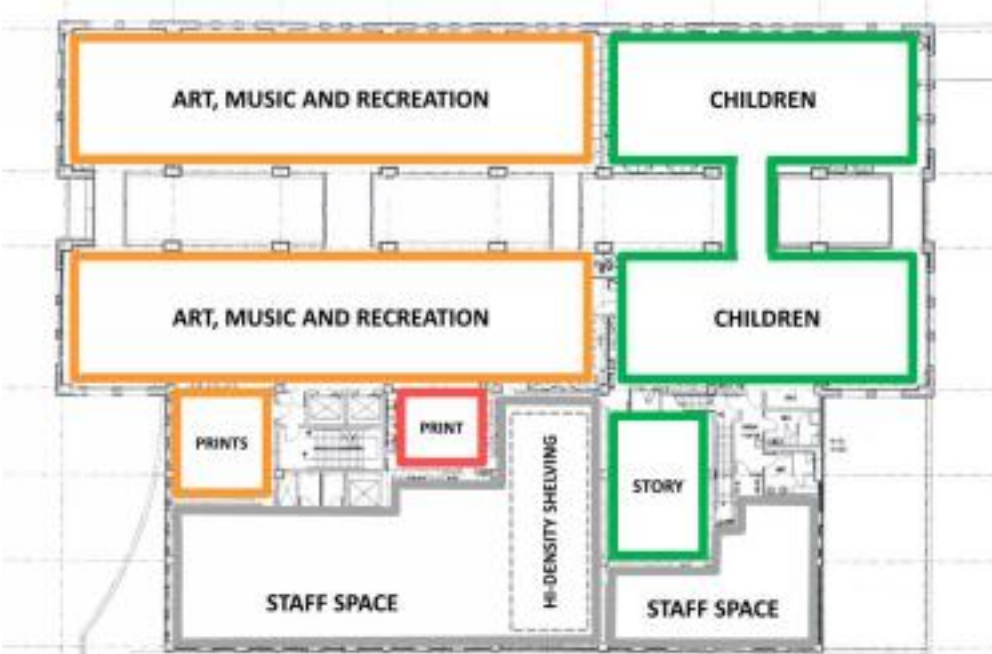
Rundel Memorial Building - First Floor Plan



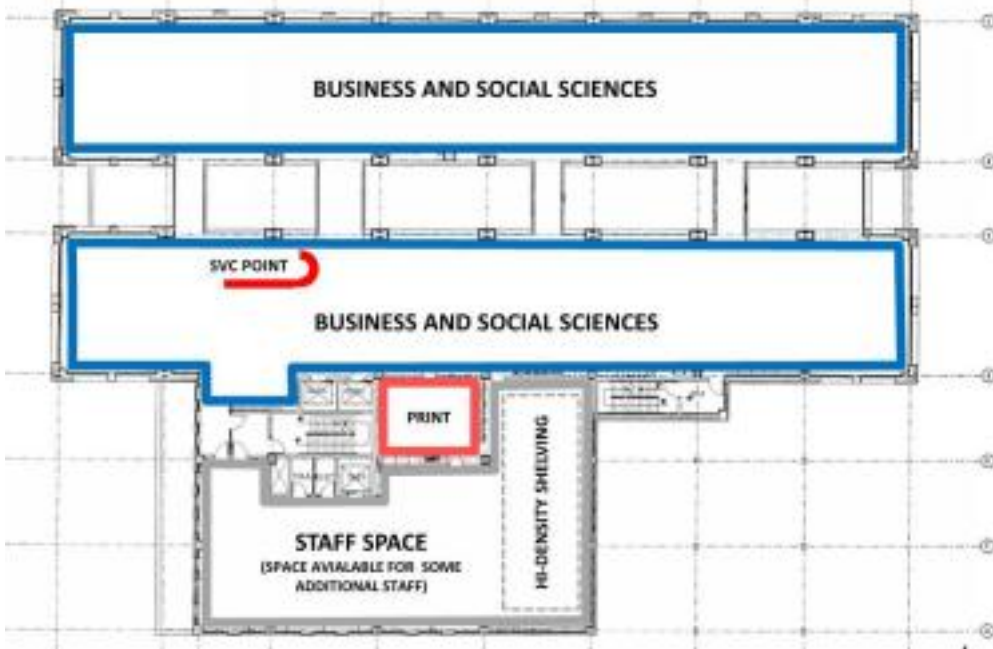
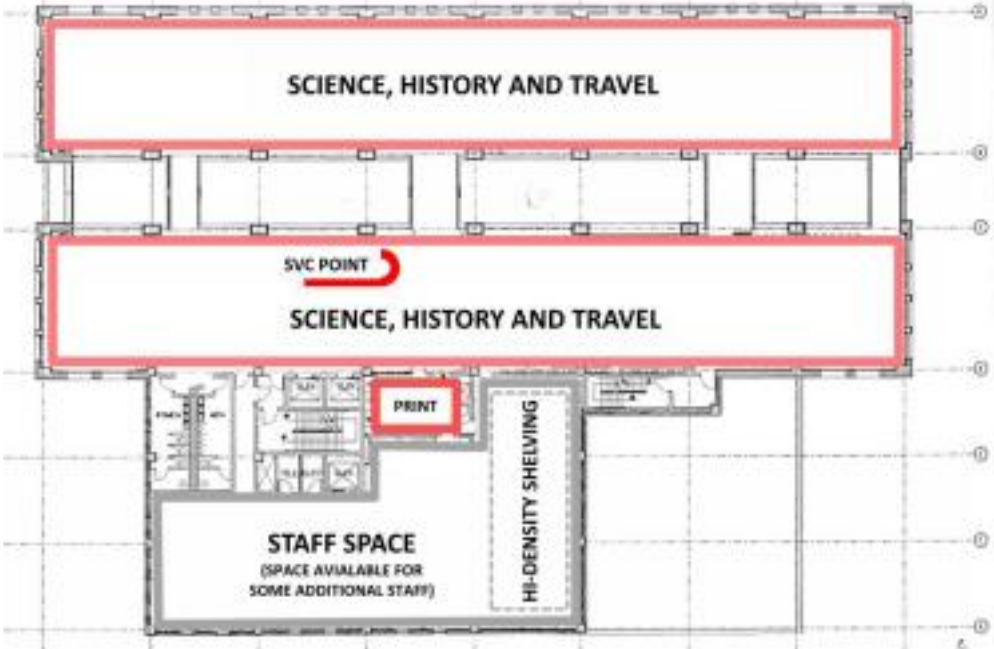
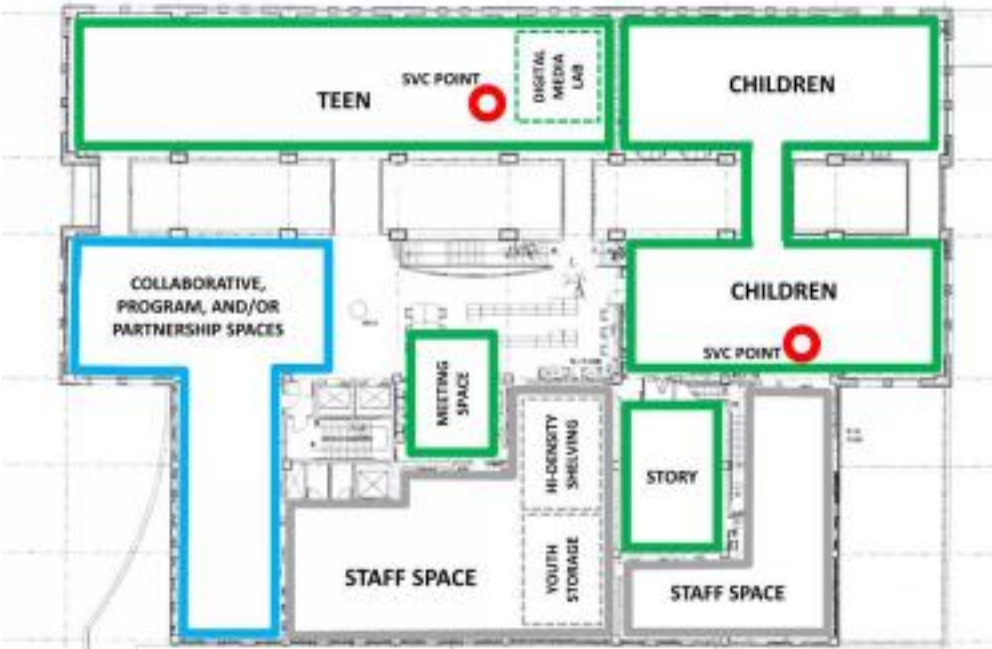
Bausch & Lomb Building - Lower level Plan



Bausch & Lomb Building - First Floor Plan



EXISTING



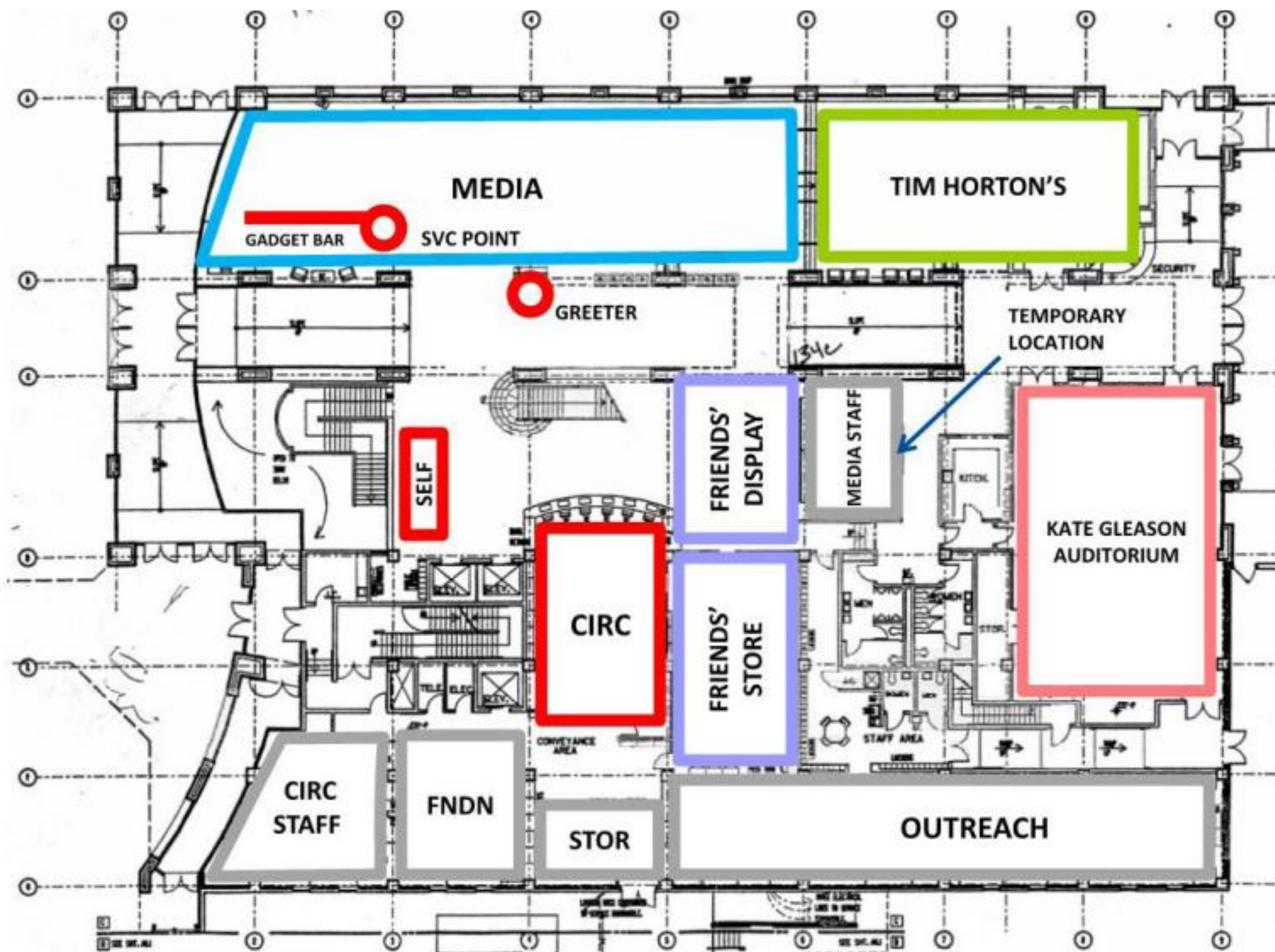
RECOMMENDED

Bausch & Lomb Building - Second Floor Plan

Bausch & Lomb Building - Third Floor Plan

Bausch & Lomb Building - Fourth Floor Plan





Bausch & Lomb Building - First Floor Plan

Recommendations Summary

The Central Library Master Space Plan recommended option include four phases of work that reconfigure all of the current public service floor in both buildings except the 3rd and 4th floors of the Bausch & Lomb Building, which can anticipate smaller, targeted improvements not defined specifically as part of this plan.

The phases included in the recommended plan are briefly summarized below, and described in detail in the tabbed sections of this report.

Phase 1: Showcase Media

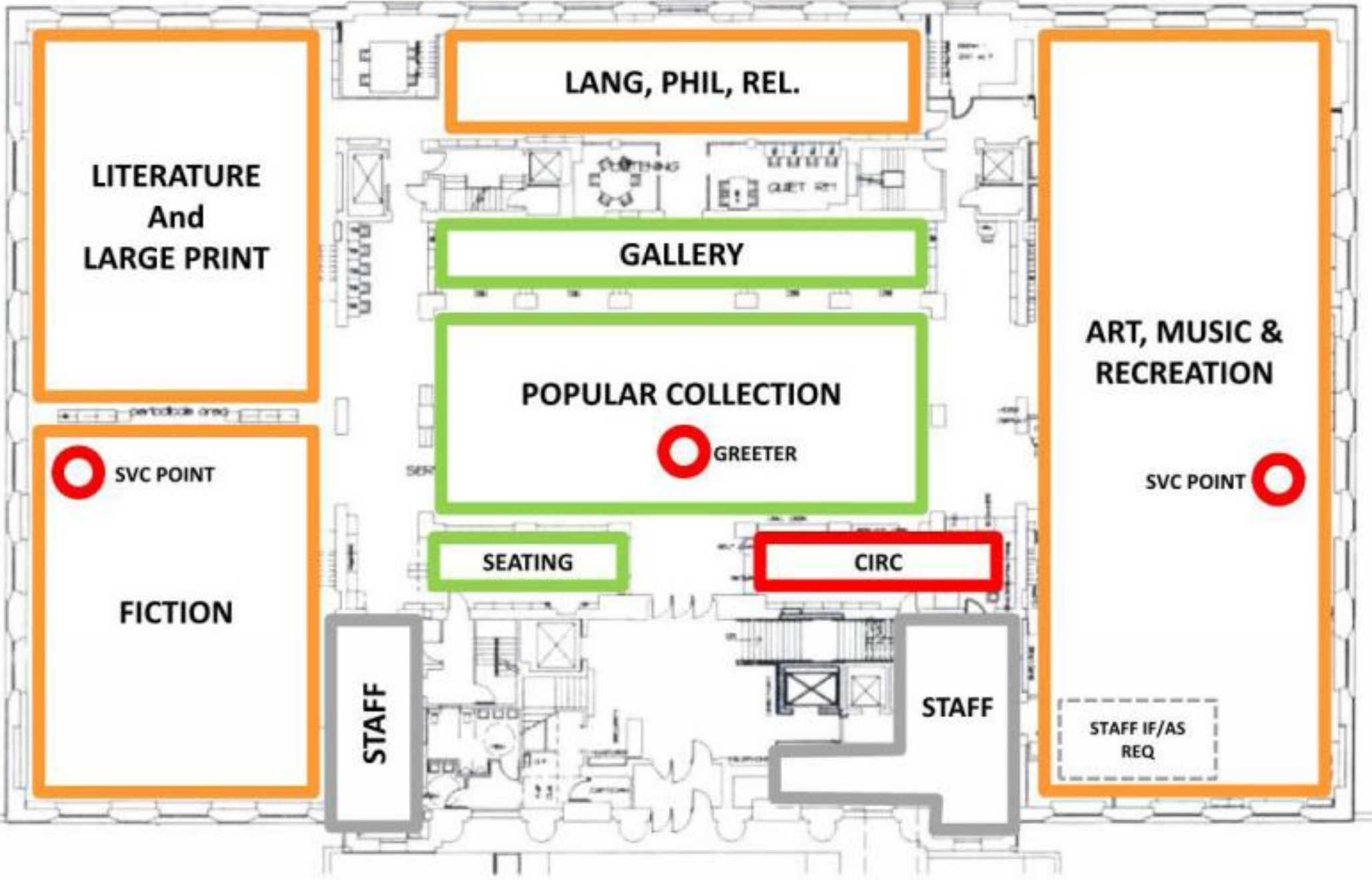
This phase relocates Media from the north wing of the Rundel Memorial Building first floor to the highly visible north side of the Bausch & Lomb Building first floor. Media will also include a 'Gadget Bar' type of service desk, where visitors can learn about, play with, and get assistance with merging portable media devices such as iPads, Kindles, Nooks and other e-readers. The collection will include all of the non-hardcopy media formats such as audiobooks and music CDs, many of which are currently shelved by subject matter in other areas.

Additional improvements include updates to the Circulation Desk, the addition of self-check stations and a greeter station to welcome and orient visitors to the library.



Rundel Memorial Building - First Floor Plan - Recommended Hacker Hall Rendering

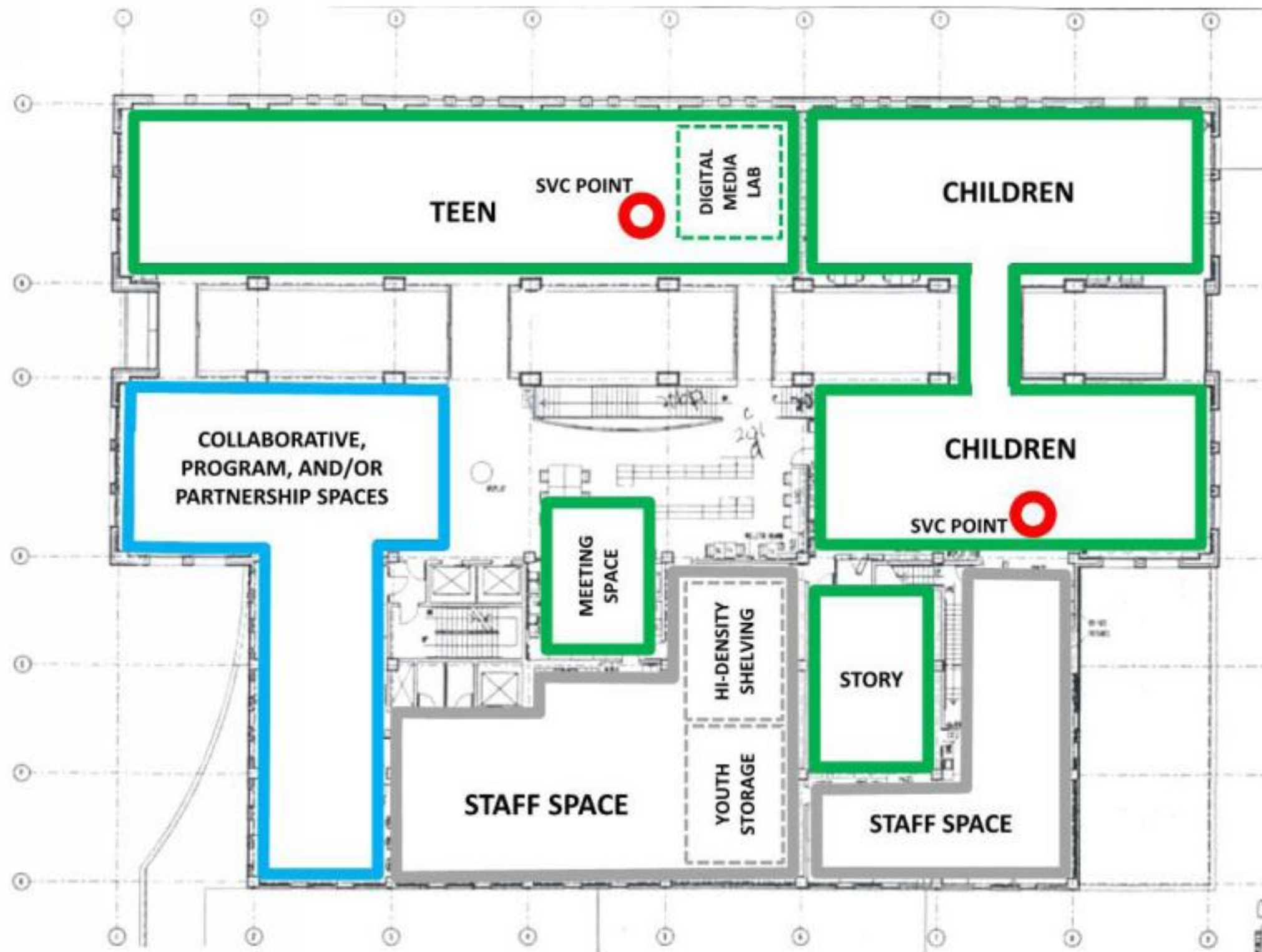
Phase 2: Rejuvenate Rundel
Arts, Music and Recreation will relocate from the Bausch & Lomb Building second floor to the north wing of the Rundel Memorial Building first floor vacated by Media. This major reconfiguration will also rejuvenate lighting, signage and finishes throughout Rundel, including Hacker Hall which will include new gallery space. This phase will reclaim staff space currently carved out of the larger north room as public space, and aims to restore the ratio of Rundel Memorial’s collection to people space to its historical balance.



Rundel Memorial Building - First Floor Plan



Bausch & Lomb Building - Second Floor Plan - Recommended Teen Central Rendering



Phase 3: Transform Teen Central

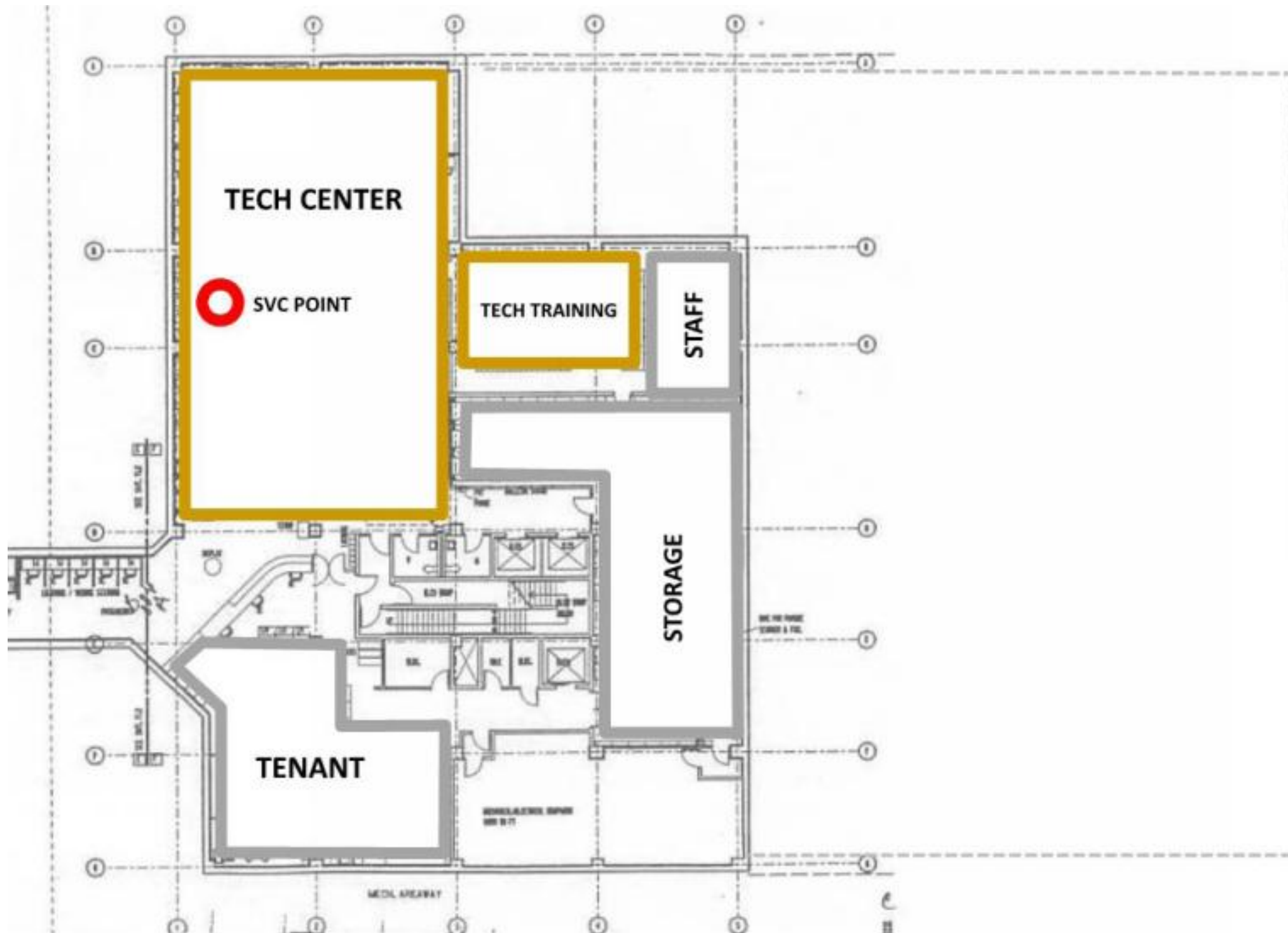
Teen Central will relocate from the lower level of the Bausch & Lomb Building to the north side second floor vacated by Arts, Music and Recreation. A complete reconfiguration of the stack space will create a dynamic space for Teen interaction and activity. The space will be enclosed in glass to mitigate noise migration into the atrium. The Teen Central space will also be informed in part by the recently awarded MacArthur Foundation Planning Grant (YOUMedia). The Children's area will remain in its current space, but staff area improvements will be included. The current print and copy room will be reconfigured and expanded into a meeting space, and the southwest corner of this floor is targeted for ad-hoc programming, and potential tenant space for partner institutions.

Bausch & Lomb Building - Second Floor Plan

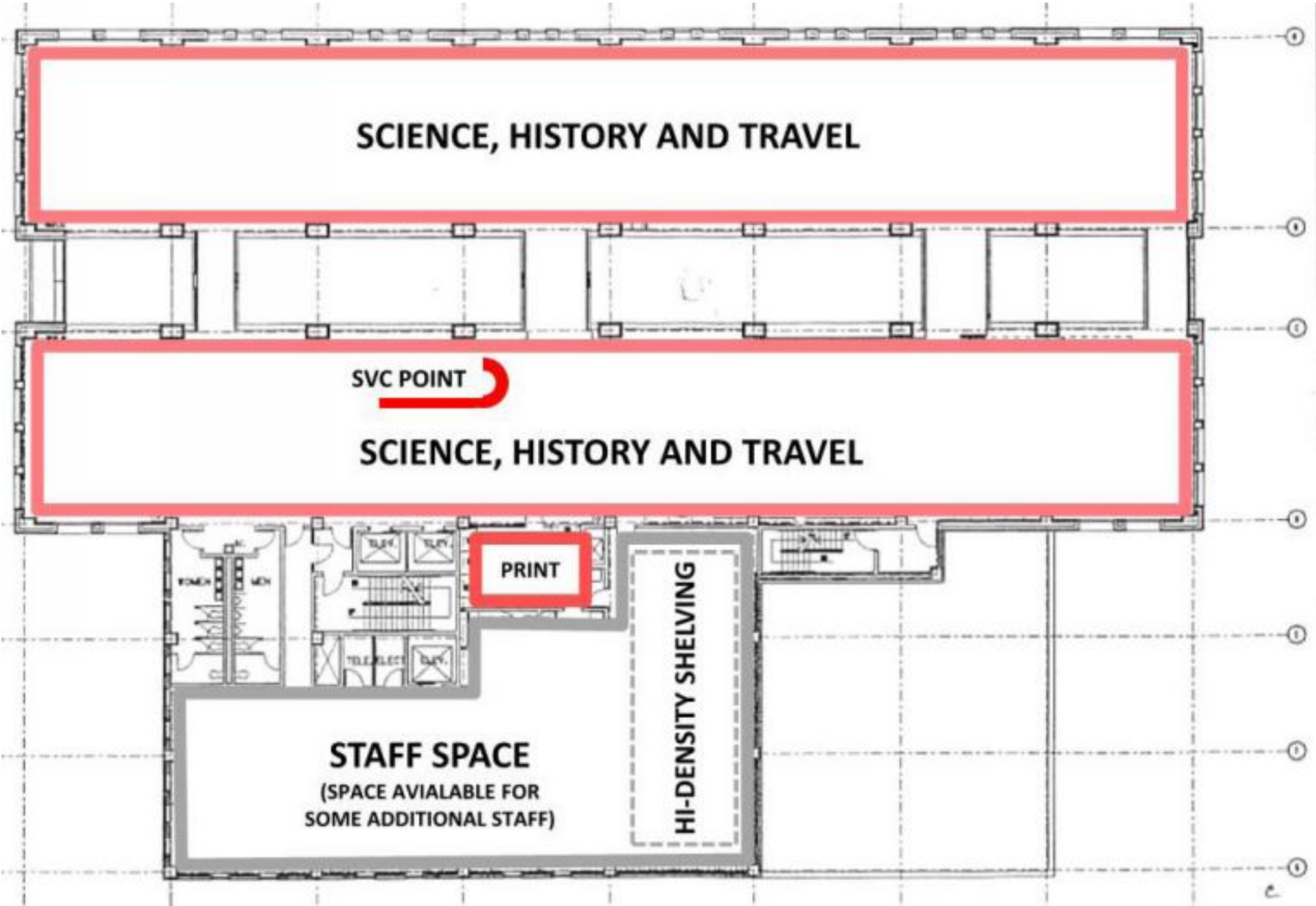


Phase 4: Centralize Technology

The lower level of the Bausch & Lomb Building vacated by Teen Central will be transformed into a high-tech computer center and learning lab. The high-density storage area currently to the east of Teen Central will be reclaimed as a computer lab and staff support space. The balance of the space will be reorganized into an open computer work area, with the existing dividable conference room to remain as a quiet work area.

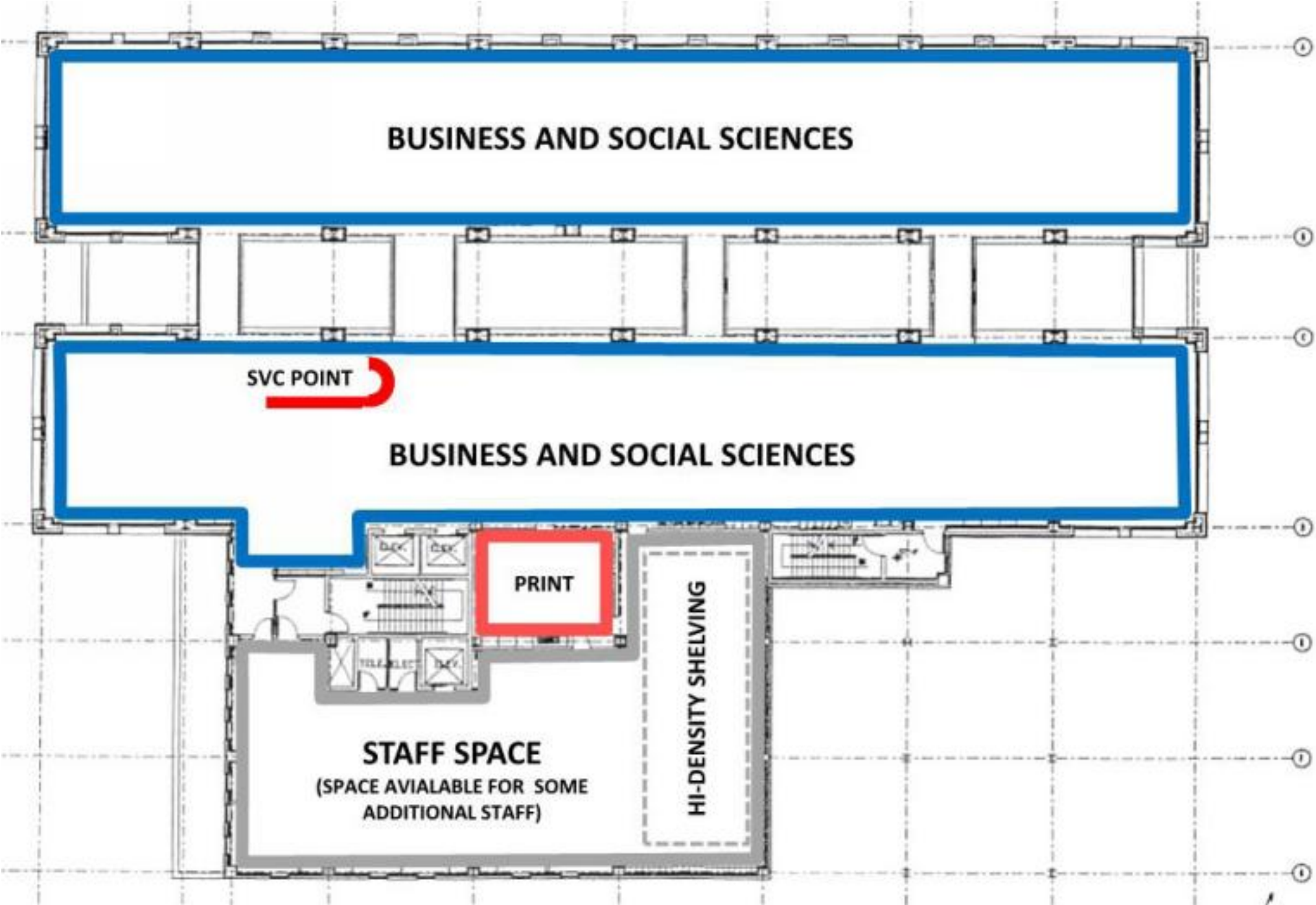


Bausch & Lomb Building - Lower level Plan

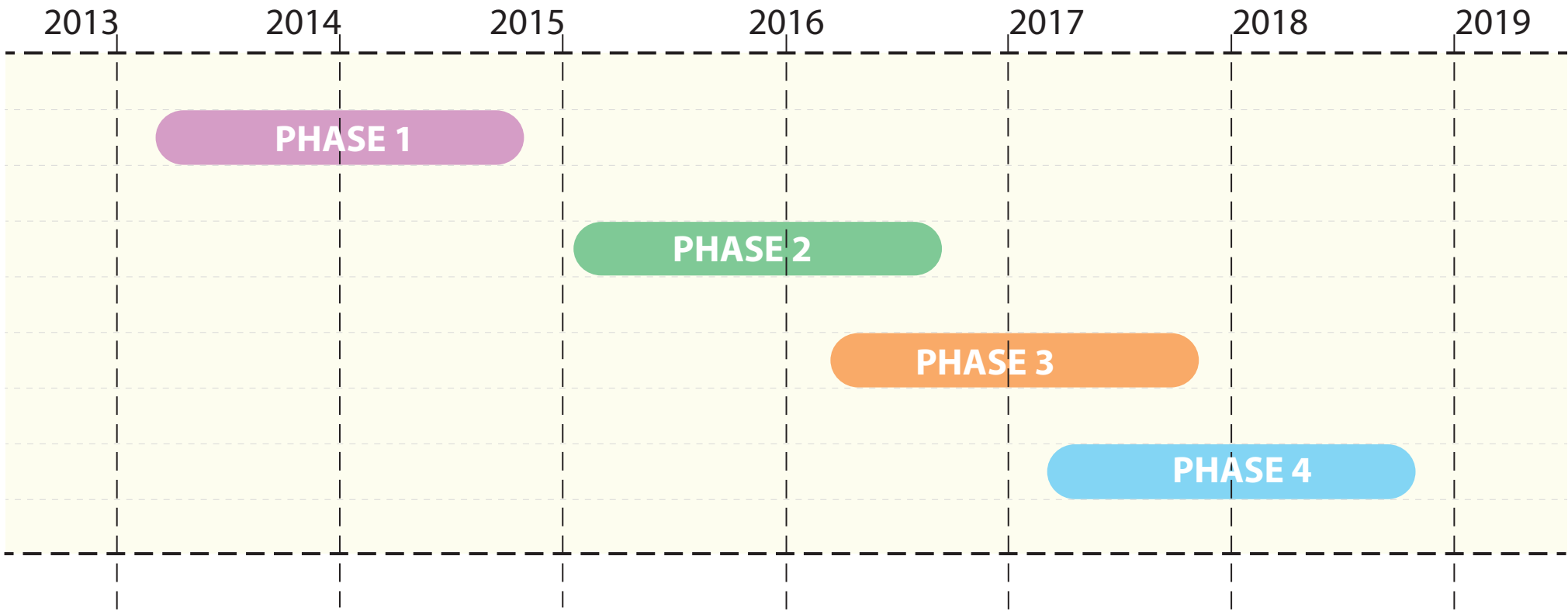


Bausch & Lomb Building - Third Floor Plan

Future Phases
The four phases above represent the Central Library Master Space Plan phased recommendations in total, with budgets and timelines for those phases are included in this report. The third and fourth floors of the Bausch & Lomb Building were included in the work, but no significant changes to these areas were specifically recommended to be included in the budget. Regardless, long term improvements to customer service and the space reconfigurations and upgrades will over time be implemented as they have been in the past. One item in particular would be to remove the second service desk on the fourth floor, to add clarity for customers looking for assistance.



Bausch & Lomb Building - Fourth Floor Plan



Timeline
The conceptual timeline on the opposite page outlines a potential 5 year scheduled for the proposed 4 phases of work. These phases and the final dates for initiation and completion will be determined over time as resources are made available.

Budget
An opinion of probable cost was prepared by the Pike Company, based on plans, tours and notes of the architectural team and the engineering team from M/E Engineering. More detail is included with-in each phase, and a complete estimate is included in the appendix. Below is the conceptual cost range for each phase as summarized for the combined Monroe County Library System and Rochester Public Library Board of Trustees meeting on April 24, 2013.

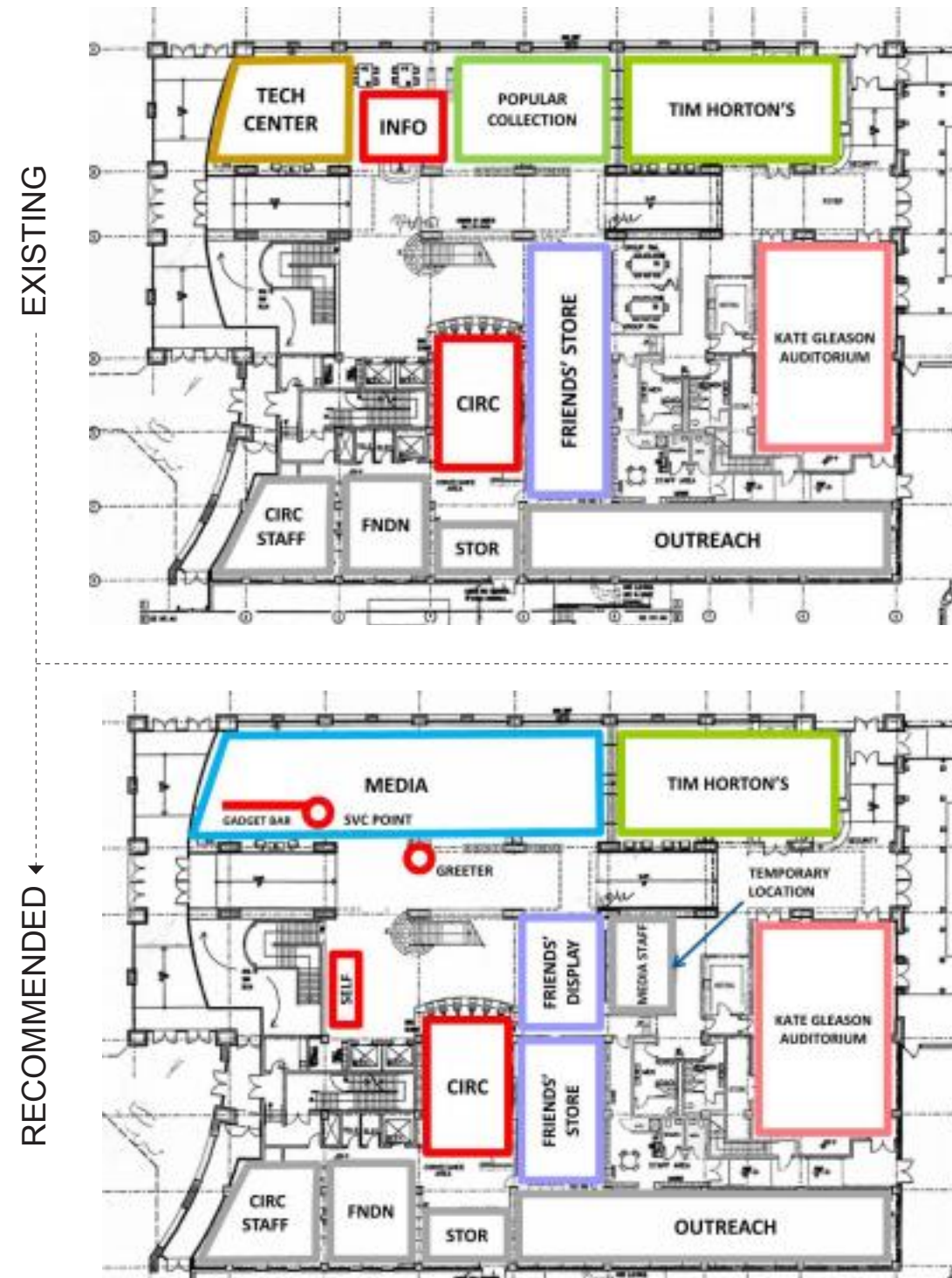
Phase 1: Showcase Media	\$400,000	to	\$450,000
Phase 2: Rejuvenate Rundel	\$900,000	to	\$1,100,000
Phase 3: Transform Teen Central	\$800,000	to	\$880,000
Phase 4: Centralize Technology	\$775,000	to	\$850,000
Total Probable Cost Range	\$2,875,000	to	\$3,280,000

Phase 1: Bausch & Lomb 1st Floor / Showcase Media

Overview

This phase relocates Media from the north wing of the Rundel Memorial Building first floor to the highly visible north side of the Bausch & Lomb Building first floor. Media will also include a 'Gadget Bar' type of service desk, where visitors can learn about, play with, and get assistance with merging portable media devices such as iPads, Kindles, Nooks and other e-readers. The collection will include all of the non-hardcopy media formats such as audiobooks and music CDs, many of which are currently shelved by subject matter in other areas.

Additional improvements include updates to the Circulation Desk, the addition of self-check stations and a greeter station to welcome and orient visitors to the library.



Bausch & Lomb Building - First Floor Plan

Phase 1: Bausch & Lomb 1st Floor
Showcase Media

Existing Conditions

The Bausch & Lomb Building main entrance is positioned at the intersection of Broad Street and South Avenue, and invites visitors into a large vestibule from three possible directions: from the north along East Broad Street; from the west directly from South Avenue; and from the south either through doors to a plaza along South Avenue or from an enclosed passage from the adjacent Court Street Parking Garage. There are two other public entrances to this floor: one at the northeast corner facing Broad Street, and one adjacent entrance directly into a tenant space occupied by a Tim Horton’s restaurant. These alternate public entrances can be closed off from the rest of the library by interior security gates.

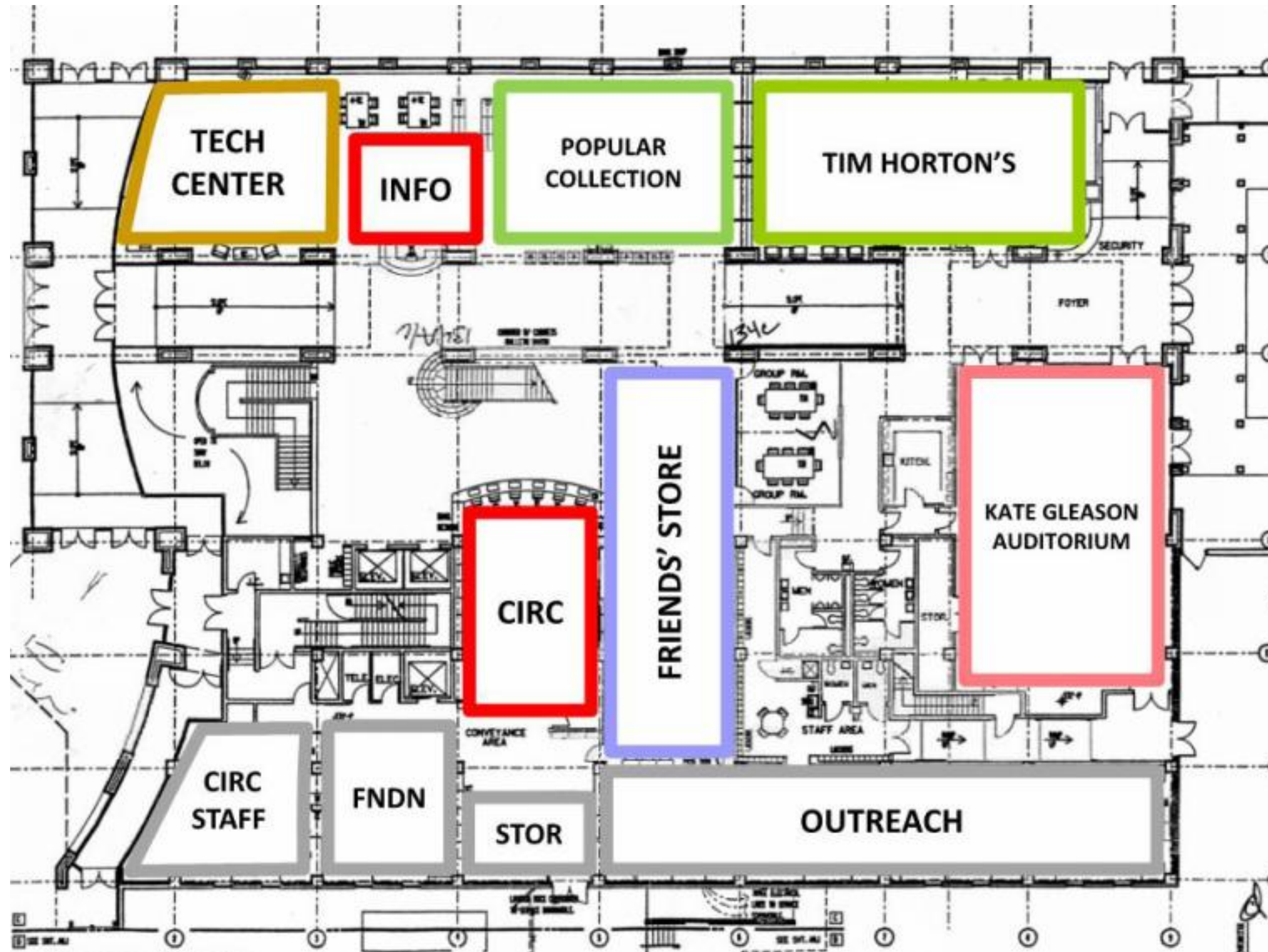
From the vestibule at the main entrance from the west, visitors pass a security desk prior to crossing through security gates, then up a ramp to the main first floor level. Visitors are greeted with a four-story atrium space that bisects the entire building, and floods the center of the library at all levels with natural light from skylights above. A generous center corridor runs the length of the first floor, under crisscrossing bridges that connect the north and south halves of the public floors above. The corridor runs the full length of the building, connecting the northwest entrance as well as a reading garden beyond.

At the top of the ramp from the west entrance, visitors find a large open room to the north with an information desk surrounded by a combination of computer workstations, comfortable seating, and a browsing popular materials collection. To the south of the entrance and flanking the atrium is a long stairway connecting all floors above, with a corresponding stair that leads to a lower level and underground corridor to the Rundel Memorial Building. Farther south and beyond the stair are elevators and the main circulation desk. To the east of circulation is the library store and gift shop, partially enclosed and partially occupying an open space adjacent to the main corridor. A glass enclosed computer lab occupies a small central part of the south side of the corridor, opposite Tim Horton’s. Public restrooms are tucked between the gift shop and an auditorium noted below. At the north end of the building south of the corridor, the Kate Gleason Auditorium sits adjacent to the Doris Carlson Reading Garden – an enclosed exterior space at the corner of Broad Street and the entrance drive to the Bausch & Lomb headquarters to the east.

The balance of the first floor, all to the south of the public areas described above and sitting adjacent to the Court Street Garage, are



Phase 1: Bausch & Lomb 1st Floor Showcase Media



Bausch & Lomb Building - Existing First Floor Plan

occupied by non-public space including staff work areas, Outreach services, circulation staff, storage, and back-of-house vertical circulation.

The first floor of the Bausch & Lomb Building is a welcoming, well-lit space with a strong visual connection to Broad Street. Tim Horton's is a draw for new visitors and a good amenity for library patrons. Kate Gleason Auditorium is a well located, flexibly designed space for larger public gatherings.

While overall the Bausch & Lomb Building provides visitors with a pleasant spatial and entrance experience, several challenges are noted that may be addressed with proposed improvements:

- The information desk mostly faces away from the corridor, making orientation and assistance less obvious and welcoming than possible.
- The circulation desk faces the corridor but sits behind the main stair, creating some confusion as to whether this is the place for information, but also requires backtracking away from the exit for visitors coming down the stairs or elevators.
- Wayfinding is unintuitive and unclear, which is made more problematic due to the amount and variety of signage experienced along the main corridor. The result can be confusing, as no message emerges as a priority.
- Currently all computer sign-up happens at the circulation desk. While this seems to be functioning acceptably, future phases would relocate this service point to a dedicated computer work area, and remove some of the traffic experienced at this point.
- The Library Store and Gift Shop provides a valuable, revenue-generating service, however the aesthetics of borrowed shelving and outdated displays are inconsistent with the clean, modern architectural design.
- The comfortable chairs at the windows along Broad Street represent some of the best lounge seating in the library. This location has become popular for homeless visitors to the library, who tend to stay for long periods or all day. While the library welcomes all visitors regardless of their circumstances, related concerns include first-impression appearances, and unintentional distancing of some patrons for lack of seating or a lack of comfort level with this population.

Phase 1: Bausch & Lomb 1st Floor
Showcase Media

Proposed Plan

The first floor of the Bausch & Lomb Building was selected as the first phase of work primarily for two reasons: First, this space has the highest visibility in the building, adjacent to the main entrance and also the only interior space with a direct visual connection to the outside. This location provides an excellent opportunity for interior modifications to have a big impact. Second, given that this space is occupied by several services which take up a relatively small amount of space, the ability to make this space available to another function is easier than all of the other locations proposed for improvements.

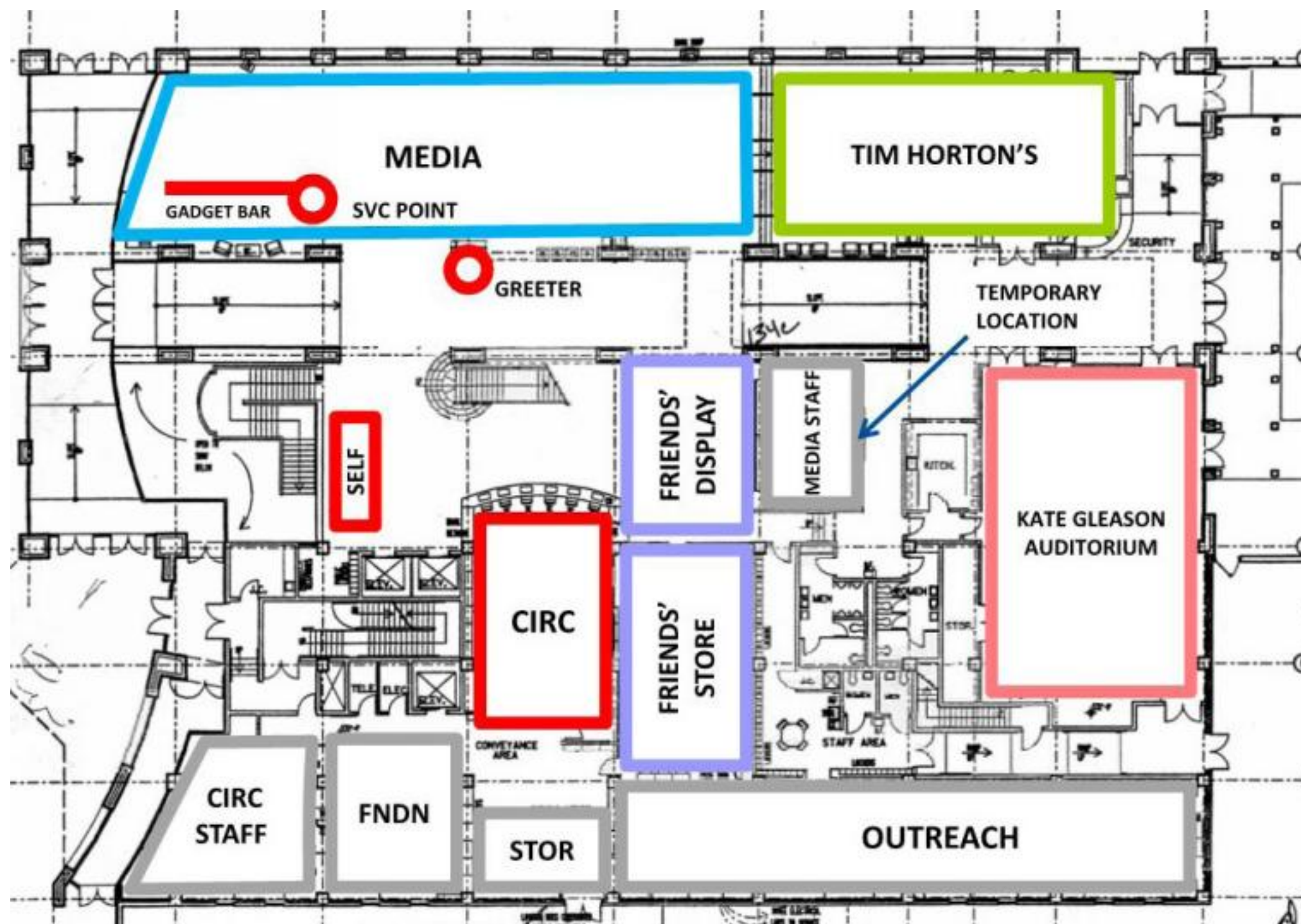
A new Media department will showcase current and emerging formats in a new way, and in a highly visible location. Appropriate shelving will make access to and browsing within the collections easier and more intuitive. Additionally, Media will become a one-stop-shop for DVDs, music CDs, audiobooks on tape and CD, and other non-print formats – many of which are housed with related collections rather than with similar formats. Existing VHS tapes will be weeded out, minimizing shelf space occupied by this now dated format. The library will staff the area with tech-savvy assistants who can teach visitors about the latest gadgets available to play these formats, as well as other digital readers and players patrons may want or need to learn about.

The space will include a help desk, currently branded as a “Gadget Bar” where the library staff noted above will be intuitively located in a retail inspired setting designed to welcome and impress. This service point is proposed just north of the entrance ramp, or immediately to the left as one enters the space at the top of the ramp. An interactive, social space is proposed adjacent to this service point in the northwest corner of the first floor, where visitors can work with staff and with each other. The Media collections will be located in the balance of the space north of the corridor, between the service point and Tim Horton’s.

Other improvements proposed for the first floor include:

- A greeter kiosk, to be located against the first column to the north, in the corridor opposite where the information desk sits currently. An alternate location was proposed across the corridor which should be tested in design, in response to people’s tendency to stay to the right upon entering. This small service point will be an intuitive way for visitors to receive directions and information, currently confused by the location of existing desks and the signage in the corridor.





- A comprehensive wayfinding design solution that allows visitors to focus on which information is most important, and aid in self-guided orientation.
- The circulation desk will benefit from a proposed wall between the public service points and the clutter that is inevitable behind the desk on the staff side. This will be designed carefully to achieve the visual barrier required without compromising workflow. This wall can also help clarify and 'brand' circulation, or allow for other signage above the staff.
- Self-check stations will be re-introduced, along the balcony overlooking the lower level adjacent to the elevators, currently occupied by a small popular collection. This will allow visitors a convenient alternative to the lines that can form at the desk.
- The glassed-in computer lab space will provide a temporary home for the Media staff serving the new space. The computer lab services will be relocated elsewhere in the building until the proposed computer lab area is completed in a future phase. Long term, the Media staff is intended to be accommodated in the staff areas on the south side of this floor, however the required and intended relocations in Outreach, Circulation and Friends' storage were not finalized as part of this study.

Bausch & Lomb Building - Proposed First Floor Plan

Showcase Media

Program

The spreadsheet included here identifies proposed space needs for the Media collection as determined in the scope of this study. While this program can be used as a guideline for future planning, the quantities and required square footages will necessarily be finalized in detail in the process of designing the space specifically in the future.

Rochester Public Library - Central Library			Master Space Plan		
9 Media			June 11, 2013		
#	Item	Qty	SF Ea	Net SF	Comments
General Notes					
	Confirm service model and design intent for BLB 1				
Entrance / General spaces					
	Arrival and Orientation Area	1	60	60	
	New material display	1	100	100	
	A-frame display	0	24	0	1 existing, to be replaced
	Self-check station	0	40	0	self check assumed at circulation
	2 person tables	2	50	100	
	Listening stations	2	35	70	None now, confirm
	Viewing stations	0	40	0	None now, confirm
	Study Carrel	0	35	0	3 today, assume none in future
	4 person table	1	80	80	1 today for children - confirm to remain
	Casual Seating	4	35	140	confirm total for new location
	Booktrucks	2	12	24	
	Gadget Bar	1	120	120	design to be confirmed
Collections					
	DVD's/VHS adult	108	12	1,296	Note: DVD and CD shelving recalculated to match extg heights - future shelving will achieve greater efficiencies than these calculations. SF requirements for each item reduced to 12 accordingly
	DVD's/VHS Children (move to Childrens?)	20	12	240	2,278 LF / 21 LF per section (7 hi) = 108 sections (1,708 LF occupied)
					300 LF / 15 LF per section (5 hi) = 20 sections (255 LF occupied)
	Audio CDs	31	12	372	828 LF / 27 LF per section (9 hi) = 31 sections (704 LF occupied) *assumes shelving as storage - need to confirm proposed method for storage - shelves or bins?
	Music CDs (formerly in Art/Music/Recreation)	46	12	552	1231 LF / 27 LF per section (9 hi) = 46 sections (1108 LF occupied)
	Audiobooks (formerly in Business/Social Sciences)	10	12	120	149 LF / 15 LF per section (5 hi) = 10 sections (112 LF occupied)
	Audiobooks (formerly in Literature)	8	12	96	117 LF / 15 LF per section (5 hi) = 8 sections (58 LF occupied)
	Audiobooks (formerly in Science/History/Travel)	22	12	264	327 LF / 15 LF per section (5 hi) = 22 sections (261 LF occupied)

9 Media

June 11, 2013

#	Item	Qty	SF Ea	Net SF	Comments
Staff Spaces			Subtotal	650	
	Service Desk	1	80	80	
	Book Trucks	4	12	48	
	Computer Workstation Staff	0	40	0	all staff offices accounted for in Literature
	Filing Cabinet	4	12	48	
	Locker	4	6	24	
	Office, Private	1	100	100	SUPV AV SVCS (all other staff offices accounted for in Literature)
	Photocopier	0	35	0	
	Scanner	0	20	0	
	Shelving - open storage	10	12	120	
	Sink	1	30	30	
	Staff Break Area	0	80	0	assumed shared
	Staff Work Area	1	120	120	staging for high volume sorting
	Storage Room	1	80	80	
Component Sub-total Net SF				4,284	
Gross SF Multiplier				1.10	note - storage needs for VHS will be removed
Calculated Departmental Gross SF				4,712	3,530 SF available on BLB 1, add 1,000 SF for staff = 4,530 proposed

Timeline and Budget

As of May 2013, the intended start date for design of this space would be the summer of 2013. Construction timelines may vary, however this plan assumes that the proposed Media space would be open to the public at a date to be determined in 2014.

The opinion of probable cost for this phase was prepared by The Pike Company, in conjunction with narratives on assumed architectural modifications by Bostwick Design Partnership, and mechanical, electrical, plumbing and technology systems impact by M/E Engineering. Allowances for furniture, fixtures and equipment as well as other 'soft' costs were prepared by Bostwick Design Partnership. A summary of the costs are as follows:

Construction cost estimate including contingencies:
\$ 193,742.84

Furniture, fixtures and equipment estimate including contingencies:
\$ 184,317.96

Allowance for design fees and other possible Owner cost:
\$ 62,380.03

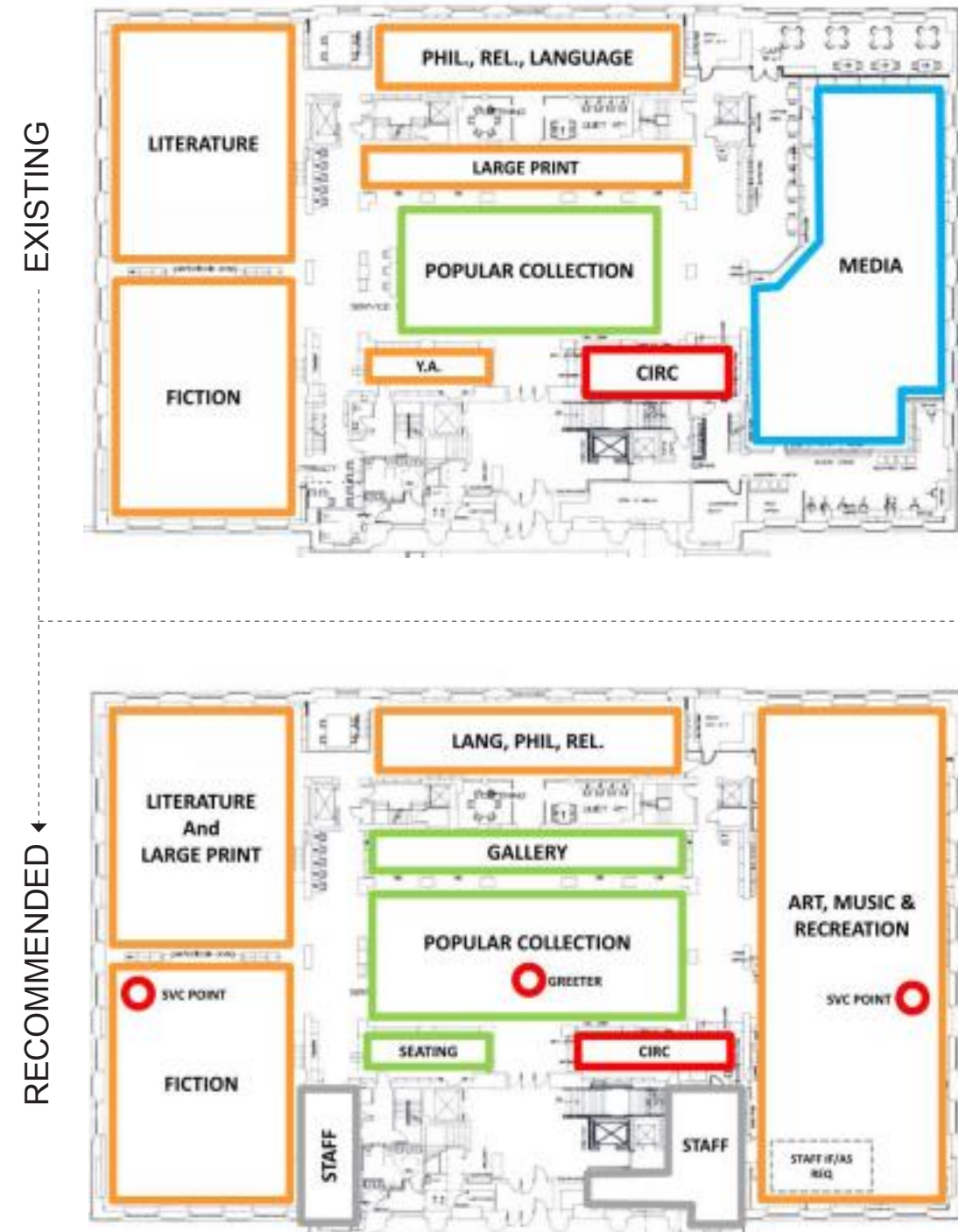
Total opinion of probable cost for Phase 1:
\$ 440,440.83

Given the conceptual nature of this study, this estimate was presented at a combined meeting of the Rochester Public Library and Monroe County Library System Boards of Trustees as a cost range of:
\$ 400,000.00 to \$ 450,000.00

REJUVENATE RUNDEL

Overview

Arts, Music and Recreation will relocate from the Bausch & Lomb Building second floor to the north wing of the Rundel Memorial Building first floor vacated by Media. This major reconfiguration will also rejuvenate lighting, signage and finishes throughout Rundel, including Hacker Hall which will include new gallery space. This phase will reclaim staff space currently carved out of the larger north room as public space, and aims to restore the ratio of Rundel Memorial's collection to people space to its historical balance.



Rundel Memorial Building - First Floor Plan

Phase 2: Rundel Memorial Building
Rejuvenate Rundel

Existing Conditions

The Rundel Memorial Building (used interchangeably with “Rundel” in this document) main entrance is centrally positioned in its South Avenue facade, inviting visitors through a small vestibule into a historic lobby space. A stair that was added as part of the 1997 Bausch & Lomb Building expansion enters at the northwest corner of this lobby, rising from the lower level corridor link below. A security desk has been inserted immediately to the south of the entrance doors, to the visitor’s left as he or she passes through security gates.

The exterior of the Rundel Memorial Building combined Art Deco detailing with a strong Beaux-Arts composition and sensibility. The Monroe County Library System website describes it as “...a modern interpretation of the Renaissance style.” The first floor interior rooms represent some of the finest and most beloved architectural spaces in the city of Rochester. Visitors step through the lobby into Hacker Hall, a grand, beautiful space flanked by a colonnade, and clad in rich wood detailing throughout, and lit with a monumental glass ceiling under a skylight as well as historic pendant light fixtures. This central space contains a number of tables and chairs as well as book displays for the larger of two browsing popular collection in the library. Circulation services are located at a main desk in the northeast corner, and an information desk sits at the south end of the hall.

To the south of Hacker Hall is the Literature and Fiction collection, along with reference periodicals, all housed in one of two grand reading rooms of the original building. While the collections have expanded into much of the original open space, many of the original features remain readily visible. To the north of Hacker Hall is the current Media department, which occupies a mirrored version of the south hall, however here it has been renovated in ways that limit easy recognition of historic features. A wall separates non-public areas carved out of the larger room on the east and west ends, and a separate partition masks a vending and small seating area for refreshments.

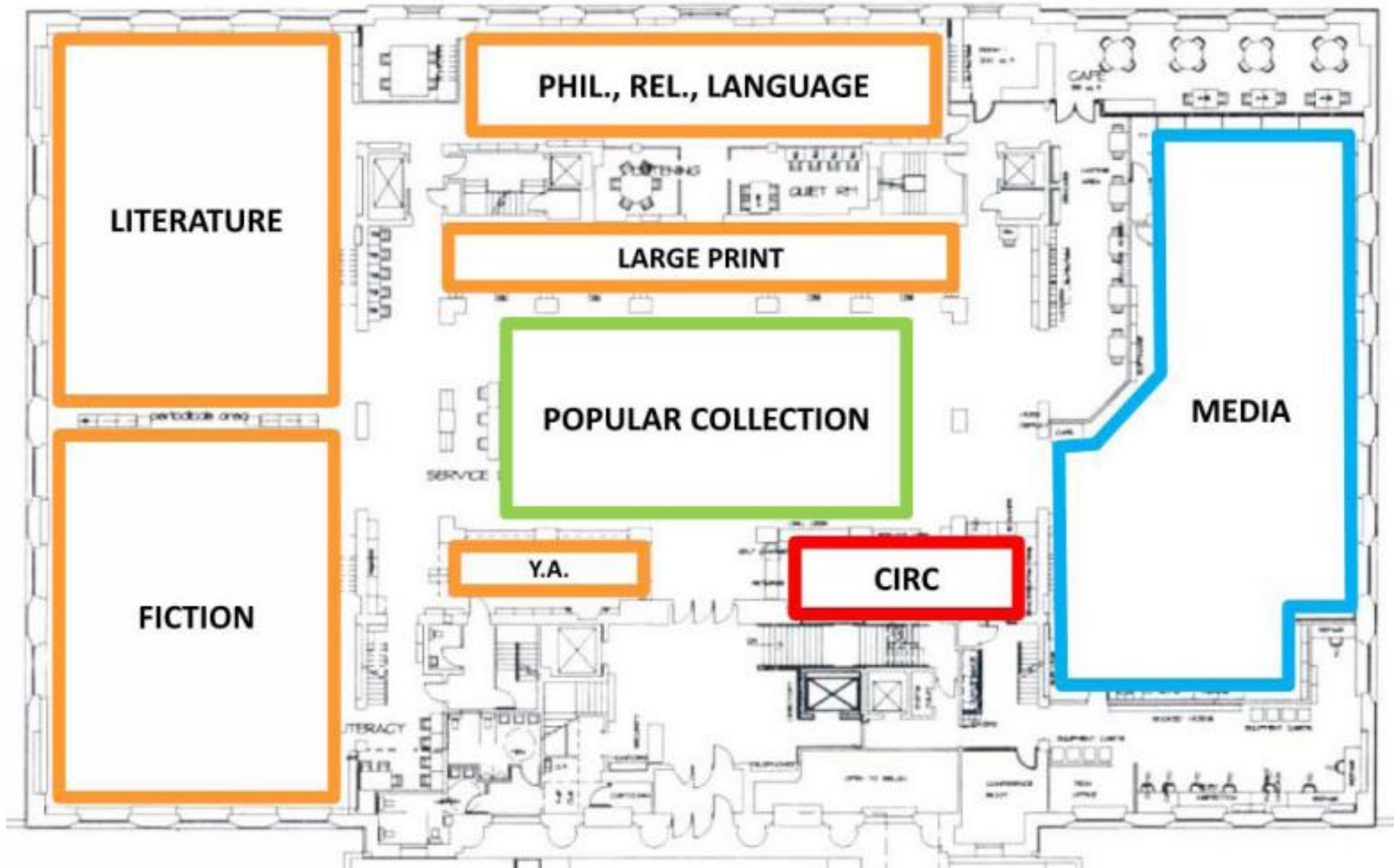
To the west of Hacker Hall, one passes through the colonnade that frames what used to be the card catalogue area, now housing a Large Print collection. Visitors pass through a doorway under an original sign identifying the room overlooking the Genesee River as the Reynolds Reference Library. This room houses the philosophy, Religion and Language collection, and includes a small central sating area. The room is flanked by several small study rooms and an English as a second language collection space, and is looked on from staff only



mezzanine above on the north, east and south sides above, separated from the space by a decorative railing.

For all of the architectural beauty inherent to the Rundel Memorial Building, there are several challenges that the proposed improvements may address:

- There is no obvious single point of information, and no visible front-facing staff presence when one enters the building. The information desk is visible once you enter Hacker Hall, but at some distance and only past tables and book displays, and the circulation desk is invisible until you are in the space and turn back to the east.
- Hacker Hall retains much of its architectural glory, however is underutilized as a venue for gatherings and celebrations. An existing small prep space can be enhanced, lighting can be improved, and furniture can be more flexible to aid in an easy transformation from library to event space.
- Similar to the Bausch & Lomb building, wayfinding is unintuitive and unclear. Unlike across the street, the messaging is not overwhelming, but any wayfinding system needs to enhance the experience campus-wide, including in Rundel.
- The collections in Rundel have expanded and displaced nearly every location originally intended for individual and group seating. While this is in part due to the benefit of a strong and deep collection, a balance needs to be struck between a good but targeted collection and the restoration of as much of the open spaces intended in the original plan as possible.



Rundel Memorial Building - Existing First Floor Plan

Phase 2: Rundel Memorial Building
Rejuvenate Rundel

Proposed Plan

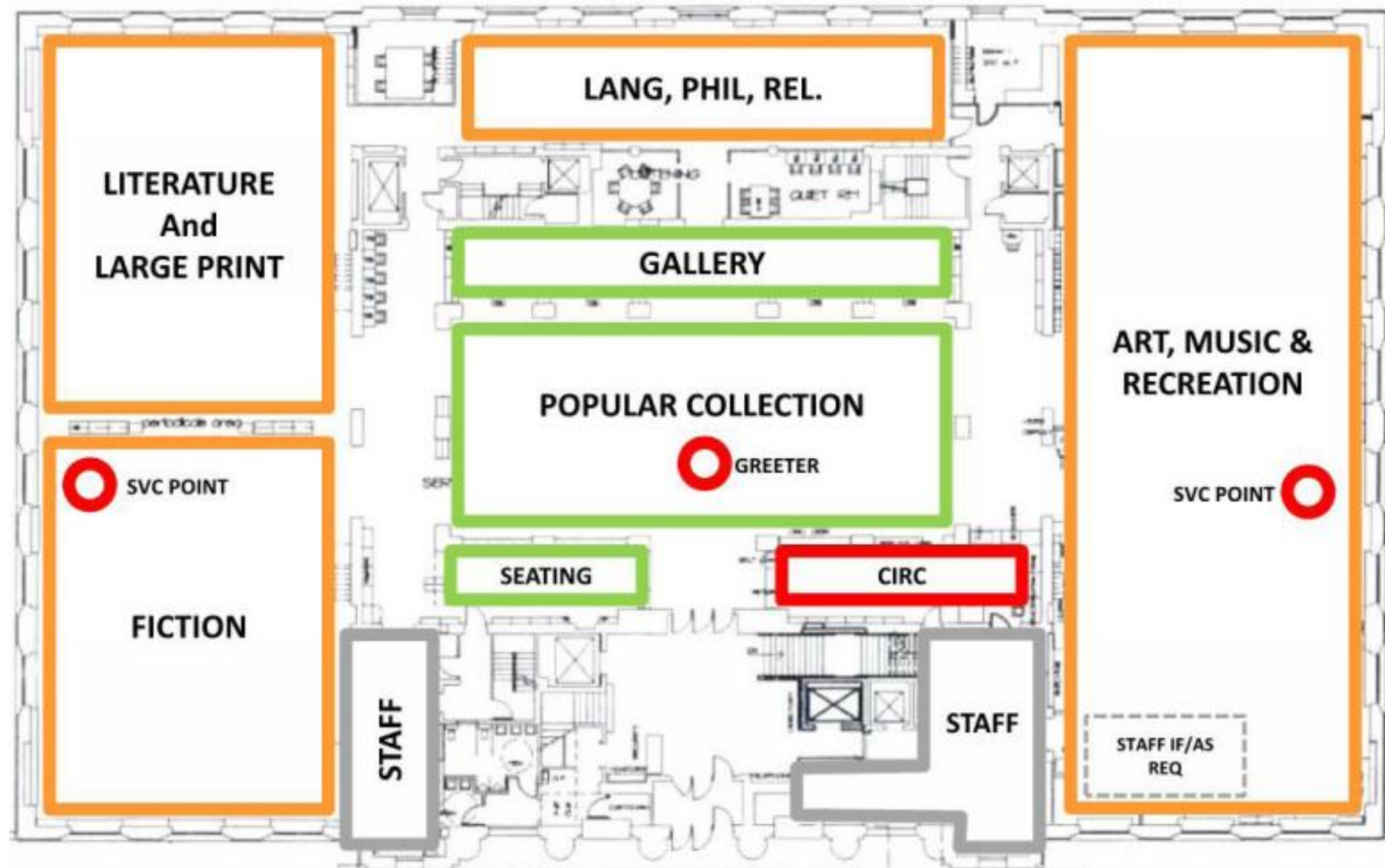
Once Media has relocated from the north room of the Rundel Memorial Building, this space is available for renovation. Relocating Arts, Music and Recreation to share this floor with Literature, Fiction, Philosophy, Religion and Language identifies Rundel as the location where the majority of the library’s Humanities collections are housed.

The renovations to relocate Arts, Music and Recreation will provide an opportunity to restore this part of Rundel to something closer to its original layout and aesthetic. The original shelving that remains on the south wing in Literature will serve as a model for the collection in the north wing. The vending area will be removed, and the storage area on the west side of the room re-connected with the larger space. on the east side, the hope is to remove all non-public space from occupying the historic double-height reading rooms, however the final arrangement will necessarily be tailored to staffing needs and available mezzanine space, which at the time of this study remained inadequate to accommodate all staff. A possibility discussed was to fill in the open space between the elevator lobby and the lower level vestibule, which could add several hundred square feet of non-public space adjacent to the future public service areas, and behind circulation.

Within Arts, Music and Recreation, the collections are intended to be housed on shelving similar to the south wing, amended as space requires. Collection space will be reduced somewhat as the music CDs will be relocated to the Media collection, and the hard copy picture files will no longer be kept as a collection. The tall spaces in Rundel may accommodate larger artwork than currently possible in the Bausch & Lomb location, and the print collection is proposed at the northeast corner of the room. A service desk will be designed and located for good line of sight with other service points, as outlined below.

The Reynolds Reference Collection room would be refurbished, including a reduction in collection and more comfortable seating areas. The group study rooms would also benefit from lighting and finish upgrades. The south wing would benefit primarily from a reduced collection, with more seating space included on the east and west ends, made available through continued weeding. While the collection may not be able to shrink to a size that can easily be accommodated on the original shelving, every attempt should be made to minimize stacks in these areas to the extent feasible.





Hacker Hall will benefit from lighting improvements throughout, with the most significant programmatic change being the relocation of the Large Print collection to allow the north colonnade to become a gallery for rotating educational exhibits. Lighting here will be added to be specific for illumination of the north wall of Hacker Hall behind the columns. A greeter kiosk will be central to the space, aligned with the entrance door, and will be similar in function to the one proposed for the Bausch & Lomb Building, but detailed to be compatible with the historic location. The collection here will be located on display shelving designed specifically to showcase material, which will also allow the historic tables currently borrowed as display to be used as tables again – here or elsewhere in the library.

Self-check services will be added to the space, with a proposed location on the long counter just to the south of the circulation desk to remain. The space opposite circulation in the southeast corner of Hacker Hall will be repurposed, from housing the young adult collection to becoming a semi-private seating area adjacent to the large hall. Adjacent to this location, through a doorway and tucked against the exterior east wall between the public restrooms and the northeast corner of the Literature room, is a small collection space that will be re-purposed as staff only space. This may serve as offices or storage, but in any case will no longer be a difficult-to-monitor public room.

Service points in the north and south wings will be designed as smaller, flexible staff desks, and will be located with good line of sight from the proposed greeter kiosk in the center of Hacker Hall. Final details and location will be coordinated with the overall improvements and collection layouts possible.

Rundel Memorial Building - Proposed First Floor Plan

Phase 2: Rundel Memorial Building

Rejuvenate Rundel

Program

The spreadsheet included here identifies proposed space needs for Arts, Music and Recreation and Literature collections as determined in the scope of this study. While this program can be used as a guideline for future planning, the quantities and required square footages will necessarily be finalized in detail in the process of designing the space specifically in the future.

Timeline and Budget

As of May 2013, the intended start date for design of Phase 2 would be sometime in 2015. Construction timelines may vary, however this plan assumes that the proposed improvements to the Rundel Memorial building would be complete and open to the public at a date to be determined in 2016.

The opinion of probable cost for this phase was prepared by The Pike Company, in conjunction with narratives on assumed architectural modifications by Bostwick Design Partnership, and mechanical, elec-

Rochester Public Library - Central Library				Master Space Plan
6 Arts, Music and Recreation				June 11, 2013
Item	Qty	SF Ea	Net SF	Comments
General Notes				
Confirm all SF and quantities with proposed location				
Confirm where to add copy space in Rundel				
Confirm space for "Caution: Artists at Work"				
Entrance / General spaces				
Arrival and Orientation Area	1	200	200	
Art display spaces	0	200	0	To be confirmed - Exhibit Space may simply be wall space
Catalog stations	2	24	48	2 proposed, 1 today
Collection display cases	2	60	120	2 proposed, 1 A-frame display today
Self-check station	2	40	80	2 proposed, 1 today
Conference room	0	120	0	1 today in Literature
Enclosed study room	0	60	0	2 today in Literature
Study Carrels - Double size / 2 person	6	40	240	Matches current total
Study Carrels - Single	5	24	120	Matches current total
Casual seating	12	30	360	
2 person tables	4	50	200	
4 person tables	8	100	800	
Framed Prints / Picture file				
Casual seating	6	30	180	
Print storage area	1	120	120	Exhibition style display preferred to current
Print display area	1	100	100	Currently wall shelving
Picture files	0	24	0	28 today, confirmed these are to be removed
Collections				
Dewey 006	1	12	12	2 LF = 1 sections (2 LF occupied)
Dewey 391 - costumes	4	12	48	57 LF / 15 LF per section (5 hi) = 4 sections (48 LF occupied)
Dewey 700s	325	12	3,900	4870 LF / 15 LF per section (5 hi) = 325 sections (3853 LF occupied)
Music CDs (relocated to Media)	0	12	0	1231 LF / 27 LF per section (9 hi) = 46 sections (1108 LF occupied)
Periodicals	19	12	228	280 LF / 15 LF per section (5 hi) = 19 sections (280 LF occupied)
High density storage on floor (14,019 circ + 3,436 ref titles)	0	962	0	1,820 LF (from RPL) 78% full circ + 69% full ref (SF = shared w/ Children)
Circulating Collection on Floor (50,450 titles)			0	4,870 LF (from RPL) / 15 LF per section (5 hi) = 325 sections 75% full
Reference Collection on Floor (1,586 titles)			0	283 LF (from RPL) / 15 LF per section (5 hi) = 19 sections 69 % full
Note: High Density Storage not currently accommodated in proposed location				

Phase 2: Rundel Memorial Building

Rejuvenate Rundel

6 Arts, Music and Recreation

June 11, 2013

[illegible]

trical, plumbing and technology systems impact by M/E Engineering. Allowances for furniture, fixtures and equipment as well as other 'soft' costs were prepared by Bostwick Design Partnership. A summary of the costs are as follows:

Construction cost estimate including contingencies:
\$ 506,956.20

Furniture, fixtures and equipment estimate including contingencies:
\$ 404,350.50

Allowance for design fees and other possible Owner cost:
\$ 150,365.61

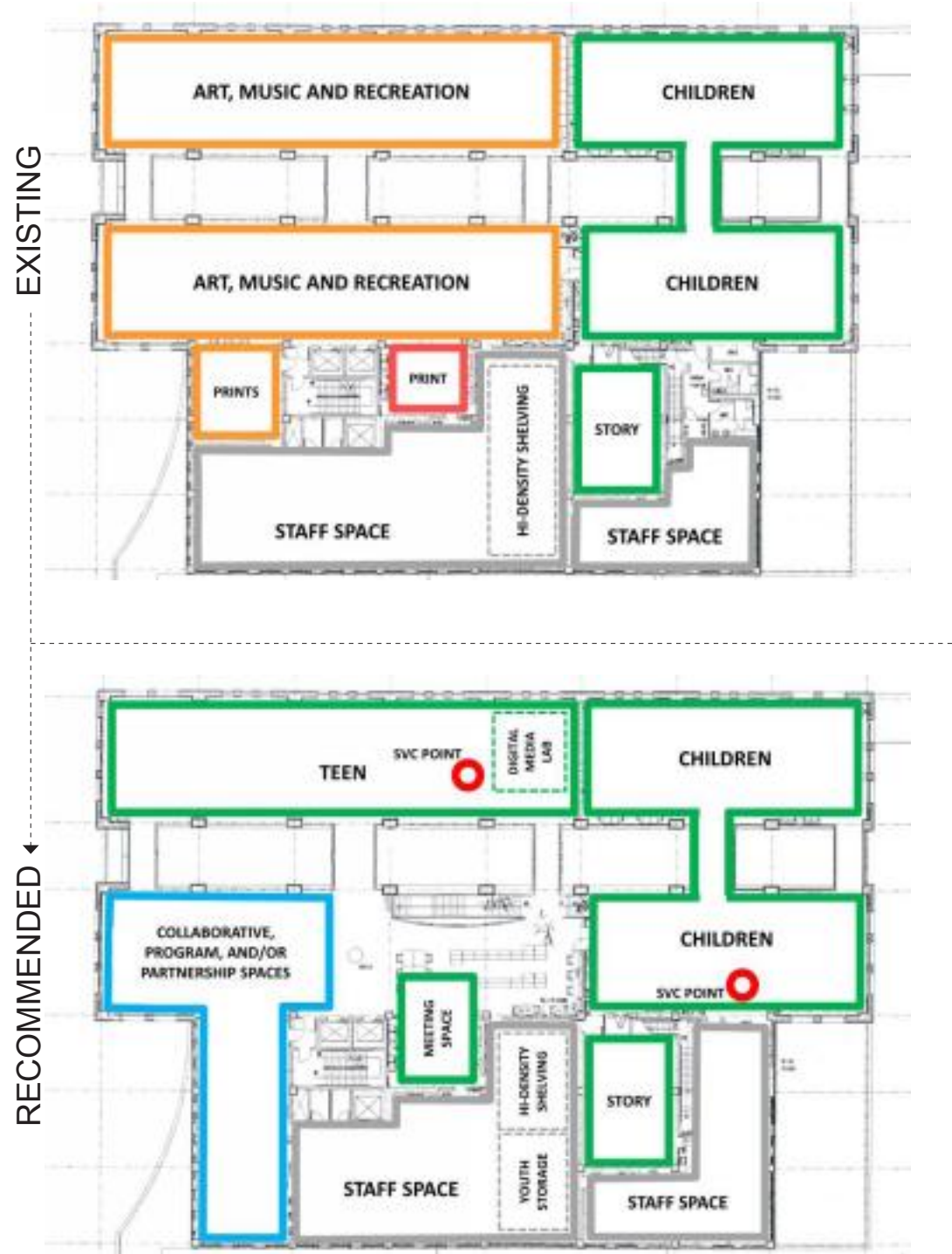
Total opinion of probable cost for Phase 2:
\$ 1,061,672.30

Given the conceptual nature of this study, this estimate was presented at a combined meeting of the Rochester Public Library and Monroe County Library System Boards of Trustees as a cost range of:
\$ 900,000.00 to \$ 1,100,000.00

Transform Teen Central

Overview

Teen Central will relocate from the lower level of the Bausch & Lomb Building to the north side second floor vacated by Arts, Music and Recreation. A complete reconfiguration of the stack space will create a dynamic space for Teen interaction and activity. The space will be enclosed in glass to mitigate noise migration into the atrium. The Teen Central space will also be informed in part by the recently awarded MacArthur Foundation Planning Grant (YOUMedia). The Children's area will remain in its current space, but staff area improvements will be included. The current print and copy room will be reconfigured and expanded into a meeting space, and the southwest corner of this floor is targeted for ad-hoc programming, and potential tenant space for partner institutions.



Bausch & Lomb Building - Second Floor Plan

Phase 3: Bausch & Lomb 2nd Floor

Transform Teen Central

Existing Conditions

The second floor of the Bausch & Lomb Building is accessed by elevator or from the grand stair adjacent to the central atrium. The public spaces of the floor are split north and south by the atrium, which floods the center of the space with natural light. Staff spaces all positioned along the south side of the floor plan, against the parking garage. The east half of the public space is occupied by the glass-enclosed Children's Center, and - until vacated in Phase 2 - the west half of the floor is occupied by Arts, Music and Recreation. Collections primarily occupy the floor space north of the atrium, accessed by bridges both inside and outside of the Children's Center.

The service desk for Arts Music and Recreation is currently aligned with elevators. A small public area in the southwest corner of the public area is dedicated to the circulating print collection. Central to the floor are files for the soon to be discarded picture files, which sit adjacent to a space dedicated to copying and printing.

Inside the Children's Center, the space is roughly arranged to accommodate younger children on the south side of the atrium and older kids to the north side. Immediately inside the glass doors to the space and to the right is a secret door built into the shelving that leads to a story time room. elsewhere in the space, one of the bridges is wide enough to accommodate a small craft area which includes a table and chairs with art supplies. It is not anticipated that the Children's Center will experience significant changes, while some of the supporting areas will be improved as noted below.

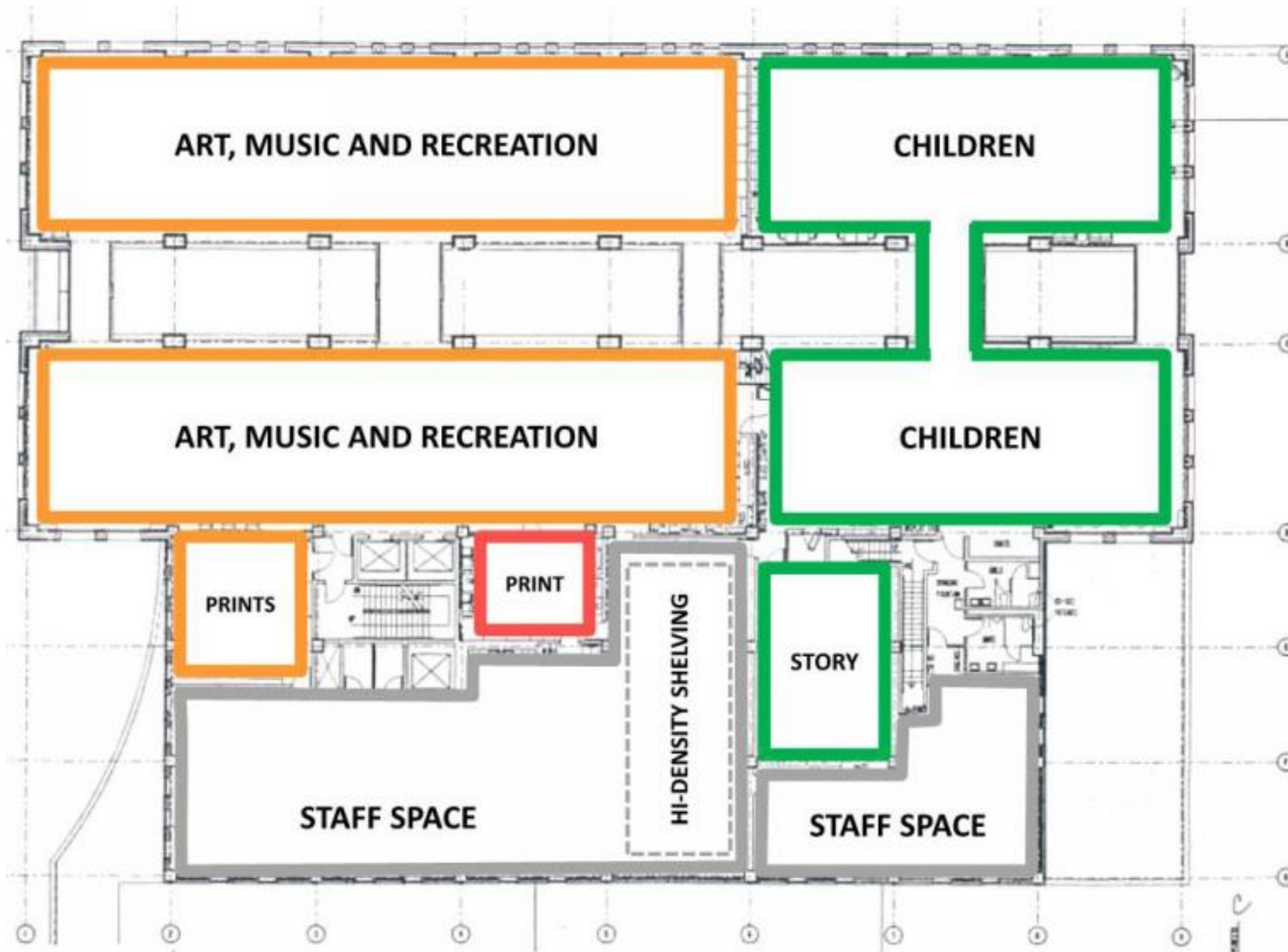
Similar to the first floor, the second floor of the Bausch & Lomb Building provides visitors with a pleasant architectural experience, however a few challenges are noted that may be addressed with proposed improvements:

- The information desk is currently located to be convenient to elevators, however not or the stairs.
- Wayfinding is unintuitive and unclear, a continuation of the concerns on the first floor.
- The floor plan flexibility and sight lines are compromised by the atrium, which effectively splits the services offered on any given upper floor.



Phase 3: Bausch & Lomb 2nd Floor Transform Teen Central

- The atrium does not separate noise from one level to the next. In particular, the first floor is active and noisy, which affects all floors above.
- The second floor plan was designed for growth in non-public staff areas that current staff size does not fill efficiently. Additionally, each upper floor includes a space for high-density shelving that assumed continued growth in print collections.



Bausch & Lomb Building - Existing Floor Plan

Phase 3: Bausch & Lomb 2nd Floor
Transform Teen Central

Proposed Plan

With Arts, Music and Recreation having relocated to the Rundel Memorial Building, the entire west half of the second floor is available to be repurposed. The opportunity to expand Teen Central and co-locate it with the remainder of Youth Services plus allow teens a place with windows is a remarkable opportunity to improve services to the youth of Rochester. The north side of the atrium, between the Children’s Center and the west end of the floor is proposed to house the relocated Teen Central. In order to mitigate noise, this space is proposed to be enclosed in glass from the existing rail to the ceiling along all sides open to the atrium.

The Rochester Public Library was recently awarded a grant from the John D. and Catherine T. MacArthur Foundation to plan a learning lab for teens. The final program for the teen library in the proposed addition will be developed as part of the grant. The following text is meant to provide general direction until the grant-funded program for the teen library is developed.

This area provides teens with collections, study areas, and casual seating that they can feel is well designed for them. In this space, the needs of teens are met with computers, media materials, listening and viewing stations, targeted collections, limited privacy, and the ability to exchange ideas without disturbing other customers while still providing for visual supervision by staff. There should be a service point where teens can go when they need staff assistance, but this should not be a monumental, imposing desk. Staff should be spending most of their time “on the floor” interacting with the teens, not sitting behind a desk waiting for someone to ask a question.

It is essential that the space be flexible. It should include comfortable furniture, most of which can be easily moved by teens or staff to support social interaction or programming. Shelving, tables, and chairs with wheels are recommended to provide this flexibility. An open space with a flat screen TV/monitor should be provided. This space will be used to watch movies and other video content; it could also be used as an impromptu program space by the teens.

Some of the teens will use the space to do homework or work on collaborative group projects. Two or three small work areas for 4-6 people should be provided. These should be designed to contain the noise of the teens talking but allow for visual supervision by staff.

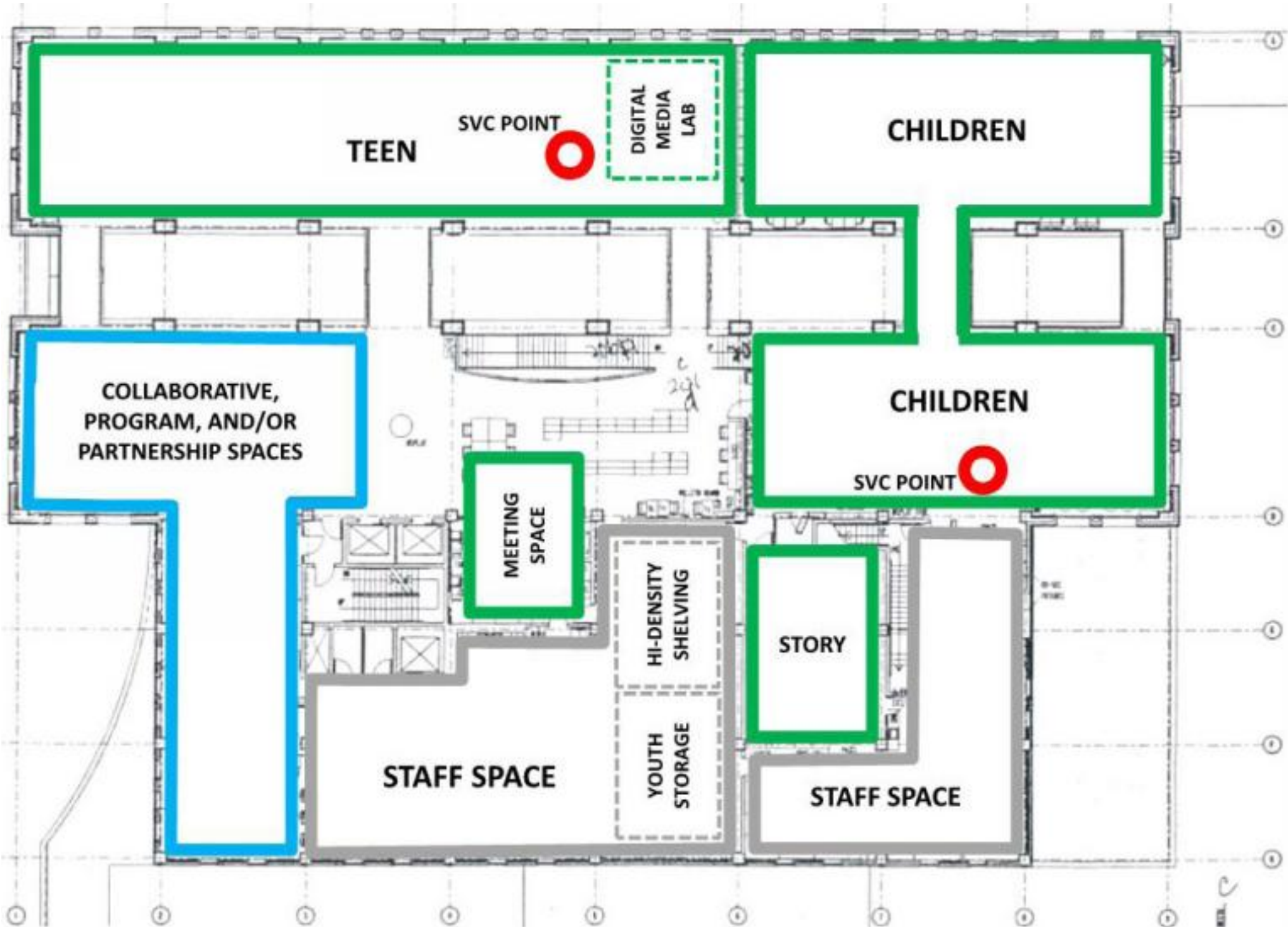
Access to food and beverages is a high priority for teens. Some will bring items purchased in the café to the teen library, while others will obtain snacks and beverages from the vending machines located in the teen area.

This will be one of the most high-tech areas in the Library, the other being the Common. Provision will need to be made for a very robust WiFi network and ample electrical outlets for personal computers, tablets, smartphones etc. that teens will be using. The area will also include library provided computers and digital equipment for teens to create their own media as well as learn how to use new hardware and software as it becomes available.

Although the teen library will include some books, media, and magazines, it is not the primary reason teens will come to this part of the library. They will use materials found throughout the library, not just those shelved in the teen library. It is anticipated that the teen library will have a similar philosophy to YOUmedia at the Chicago Public Library that has an open floor plan with three distinct areas:

“**Hang out:** The “hang out” space of YOUmedia is a





Bausch & Lomb Building - Proposed Second Floor Plan

relaxed, social area where teens can read, talk with friends, check email, and even have food or drinks. It is the landing site and starting point for YOUmedia activity and is designed to be a pressure-free introduction to the technology, resources, workshops, and group projects that will be taking place in other areas of the space.

Mess around: The “mess around” space is the center of independent exploration for those teens who don’t just want to hang out but aren’t ready to commit to a class series. Here, teens have access to laptops for gaming, podcasting mics, digital Flip and still cameras, drawing pads, and more. The goal of the “mess around” space is to give youth the freedom to create and experiment with whatever digital medium interests them.

Geek out: Teens who decide to spend time in the “geek out” space are ready to take their interests to the next level with guided instruction from a media specialist or mentor via workshops and projects. Here, teens will have the opportunity to engage in focused dialogue and collaboration to produce work for public exhibition. Whether a beginner or a more advanced student, young people participating in this space will be challenged, be encouraged, and see growth.” <http://youmediachicago.org/10-philosophy/pages/37-you-media-layout>

Another improvement proposed for this floor will be to re-purpose the copy and print area into a multi-purpose meeting room. As the copying needs of this floor will be reduced, this space will better serve the library as a mid-sized meeting space, the kind of room the library lacks. The balance of the public floor in the southwest corner is identified as a space that can accommodate informal programming, ad-hoc meetings, and potentially allow for future tenants. As the staff space is oversized to accommodate youth services, the space south of the former circulating print collection could become either public or future tenant work space.

Youth Services staff spaces, today limited to the southeast corner of the non-public areas, will be reconfigured to allow for Teen Central staff. Storage space, largely for toys, which currently encroaches into staff work areas will be accommodated in by the high density storage area vacated by the relocated Arts, Music and Recreation department. This will free up roughly half of the high density storage for youth services use.

Phase 3: Bausch & Lomb 2nd Floor
Transform Teen Central

Program
The spreadsheet included here identifies proposed space needs for the Children’s Center and Teen Central departments as determined in the scope of this study. While this program can be used as a guideline for future planning, the quantities and required square footages will necessarily be finalized in detail in the process of designing the space specifically in the future.

Rochester Public Library - Central Library				Master Space Plan	
5 Teen Central				June 11, 2013	
#	Item	Qty	SF Ea	Net SF	Comments
General Notes					
	Space to be determined through MacArthur Planning Grant				
Entrance / General spaces					
	Arrival and Orientation Area	1	100	100	
	Self-check station	2	40	80	
	Conference room	0	120	0	added if space available
	Safe to be Smart reading area	1	200	200	To be confirmed
	Gallery Space	1	0	0	added if space available
"Hang Out" Area					
	Casual Seat	8	30	240	
	Catalog Station	2	35	70	
	Display Area	1	80	80	
	Display Shelving	8	15	120	
	Whiteboard	0	24	0	
"Mess Around" Area					
	Computer Workstation	6	35	210	
	Gaming Station / Gaming area	1	100	100	
	Group Seating	4	40	160	
	Whiteboard	1	24	24	
"Geek Out" Area					
	Computer workstation	12	35	420	
	Group table	4	100	400	
	Small study room	2	60	120	to be confirmed
	College Information Focus Area	1	80	80	
	Multipurpose Room	1	400	400	
	Sound booth	0	60	0	added if space available
	Video booth	0	250	0	added if space available
	Video conferencing room	0	80	0	added if space available
	Flexible "lab" workspace	1	400	400	
Collections					
	Periodicals	2	15	30	30 LF / 15 LF per section (5 hi) = 2 sections (30 LF occupied)
	High density storage on floor (633 LF to come from LIT)			0	633 LF (from RPL)
	Circulating Collection on Floor (4,166 titles)	26	15	390	394 LF (from RPL) / 15 LF per section (5 hi) = 26 sections 65% full
	Reference Collection on Floor (0 titles)	0	15	0	0 LF (from RPL) / 15 LF per section (5 hi) = 0 sections
					NOTE: 12/18/12 RPL data indicates 394 LF available, and 256 occupied
	Future Collection from Literature	27	15	405	400 LF (after weeding 633 from RPL) / 15 LF per section (5 hi) = 27 sections

5 Teen Central

June 11, 2013

#	Item	Qty	SF Ea	Net SF	Comments
Staff Spaces			Subtotal	911	2,416 SF available for staff on BLB 2
	Service Desk	1	100	100	
	Book Trucks	8	12	96	
	Computer Workstation Staff	2	60	120	LIB I
	Computer Workstation Staff	2	40	80	YOUTH SVCS ASST
	Filing Cabinet	4	12	48	
	Locker	4	6	24	
	Office, Private	0	100	0	accounted for in Children's
	Photocopier	1	35	35	shared with Children?
	Scanner	1	20	20	shared with Children?
	Shelving - open storage	12	12	144	
	Sink	0	30	0	shared with Children
	Staff Break Area	0	80	0	shared with Children
	Staff Work Area	1	180	180	
	Storage Cabinets	4	16	64	
Component Sub-total Net SF				4,940	
Gross SF Multiplier				1.20	
Calculated Departmental Gross SF				5,928	6,650 SF available BLB 2, includes N side stack area and ALL staff area

Timeline and Budget

As of May 2013, the intended start date for design of Phase 3 would be sometime in 2016. Construction timelines may vary, however this plan assumes that the proposed improvements to the second floor of the Bausch & Lomb Building would be complete and open to the public at a date to be determined in 2017.

The opinion of probable cost for this phase was prepared by The Pike Company, in conjunction with narratives on assumed architectural modifications by Bostwick Design Partnership, and mechanical, electrical, plumbing and technology systems impact by M/E Engineering. Allowances for furniture, fixtures and equipment as well as other 'soft' costs were prepared by Bostwick Design Partnership. A summary of the costs are as follows:

Construction cost estimate including contingencies:
\$ 424,872.62

Furniture, fixtures and equipment estimate including contingencies:
\$ 392,472.00

Allowance for design fees and other possible Owner cost:
\$ 124,466.86

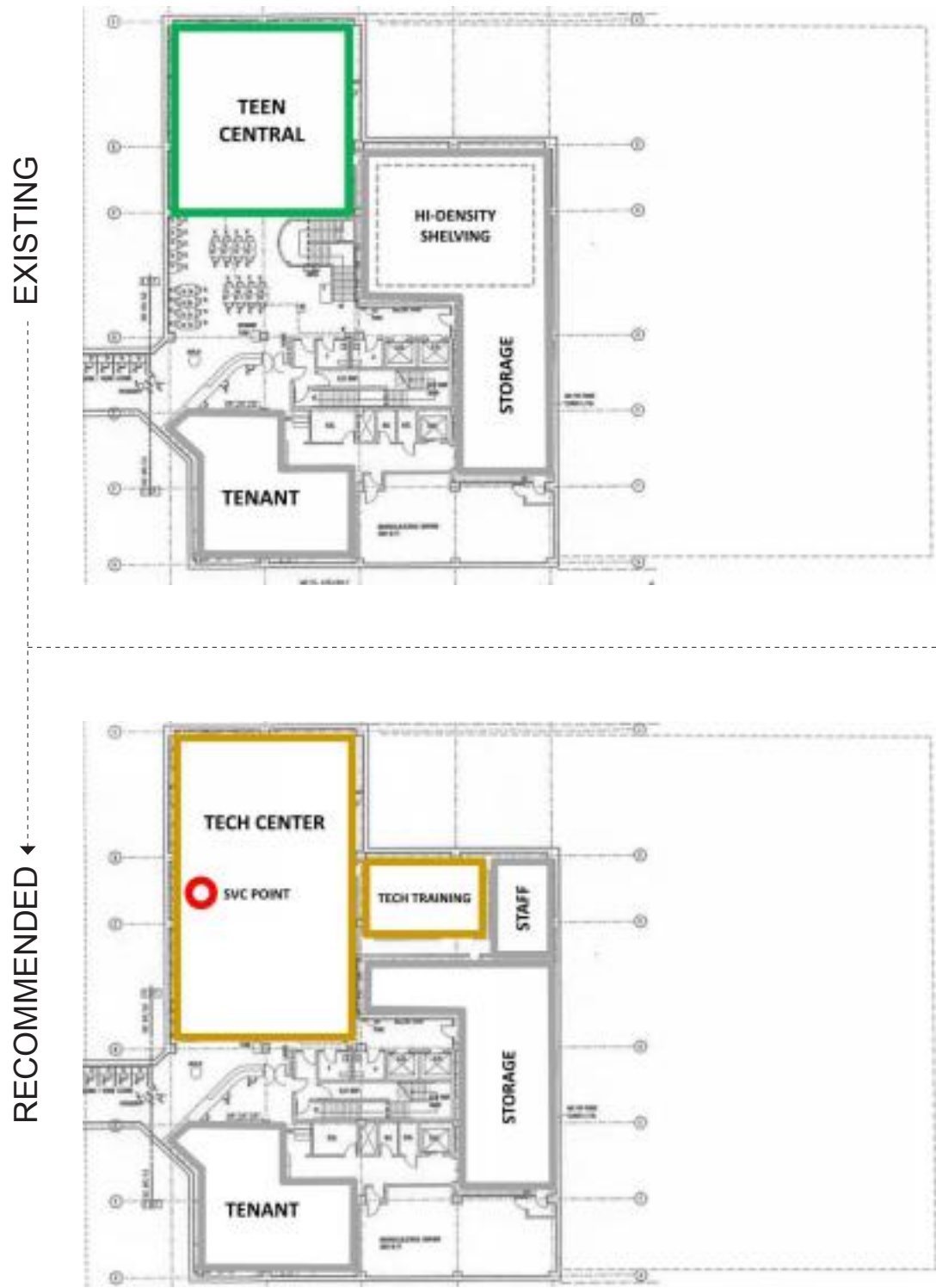
Total opinion of probable cost for Phase 3:
\$ 878,811.49

Given the conceptual nature of this study, this estimate was presented at a combined meeting of the Rochester Public Library and Monroe County Library System Boards of Trustees as a cost range of:
\$ 800,000.00 to \$ 880,000.00



Centralize Technology

Overview
The lower level of the Bausch & Lomb Building vacated by Teen Central will be transformed into a high-tech computer center and learning lab. The high-density storage area currently to the east of Teen Central will be reclaimed as a computer lab and staff support space. The balance of the space will be reorganized into an open computer work area, with the existing dividable conference room to remain as a quiet work area.



Bausch & Lomb Building - Lower level Plan

Phase 4: Bausch & Lomb Lower Level
Centralize Technology

Existing Conditions

The lower level of the Bausch & Lomb Building is accessed one of three ways: by elevator; from the extension of the grand stair adjacent to the main entrance; or from the Rundel Memorial Building through the underground link. The lower level is not equal in size to other floors, and includes roughly half the total square footage of a typical floor in this building.

Public space on this floor is limited to the northwest quadrant, currently occupied by Teen Central, and the open space south of Teen Central that connects to the underground link. This open space surrounds the stair up to the first floor, and benefits from natural light from the above atrium as well as through the entrance vestibule above. The southwest corner of this floor was recently vacated by the library or a tenant, and the remainder of the floor is non-public staff, storage, and mechanical space.

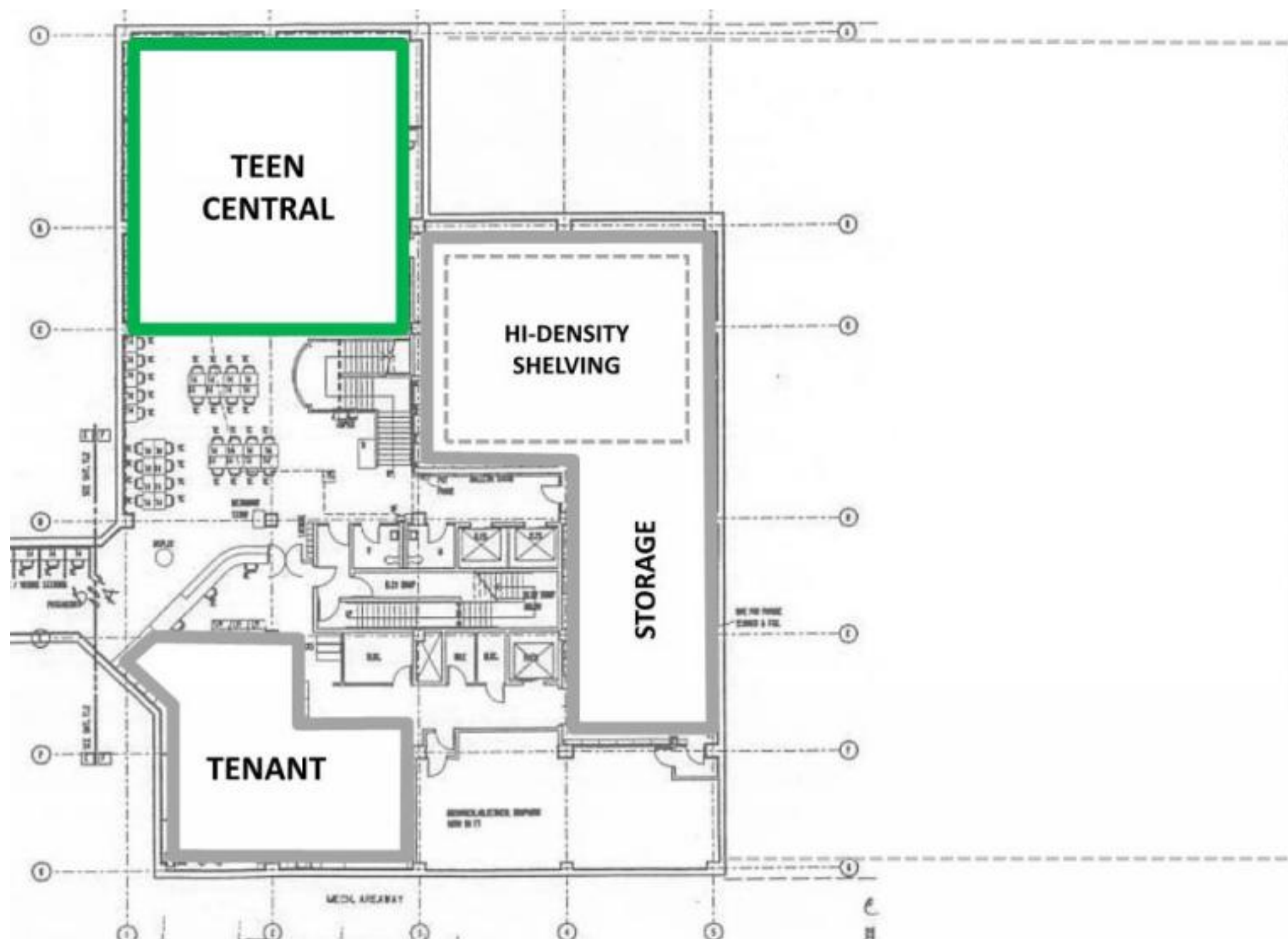
The connecting link is a long corridor with a comparatively low ceiling, running directly west to the lower level of the Rundel Memorial Building, and serves as a gallery for rotating exhibits. This corridor is wide enough to include a number of tables and chairs for casual seating.



Phase 4: Bausch & Lomb Lower Level Centralize Technology

The lower level of Bausch & Lomb Building provides visitors with a pleasant architectural experience on and around the main stair into the space, however a few challenges are noted that may be addressed with proposed improvements:

- There are no staff work areas to speak of, and currently the Teen Center staff desks are located in the same room as high density collection storage.
- Wayfinding is unintuitive and unclear, a continuation of the concerns on the first floor.
- The atrium does not separate noise from one level to the next. When the Teen Center is active and noisy, it can have an impact on the floors above.
- There are only two single-use restrooms on this floor, which may be insufficient for future uses.



Bausch & Lomb Building - Existing Lower level Plan

Phase 4: Bausch & Lomb Lower Level
Centralize Technology

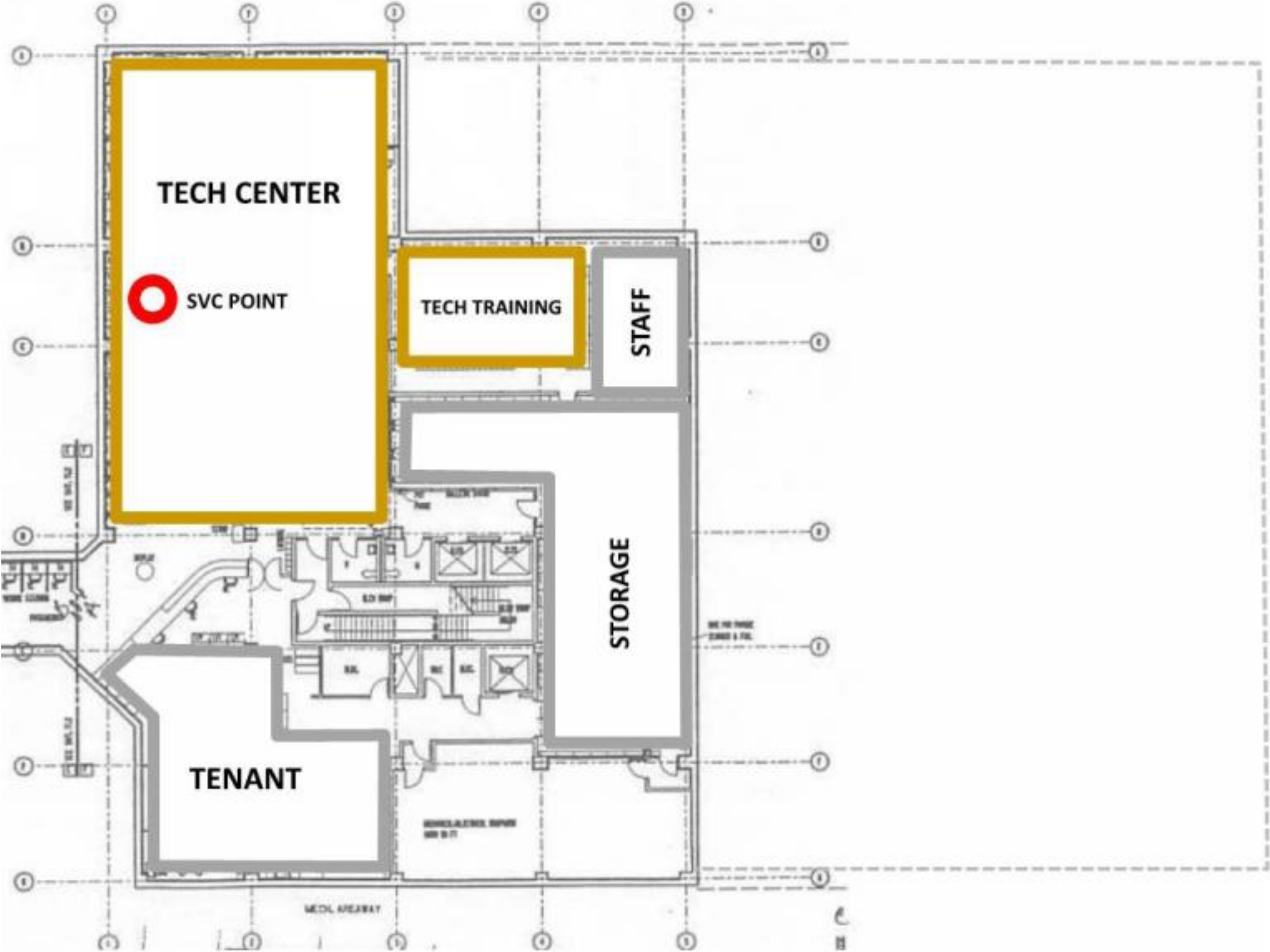
Proposed Plan

With Teen Central having relocated to the second floor of the Bausch & Lomb Building, the lower level is available to be repurposed. The opportunity to consolidate all of the public access reservable computers into one location has benefits for both customers and staff alike. This consolidation will allow staff to better serve visitors, as anyone having problems will be immediately visible to staff trained to help.

The proposed configuration will remove the glass partition currently separating Teen Central from the open space near the stairway. The main staff service point will be located along the west wall, easily identifiable and with good sight lines to the entire space. It's proposed that the wall space above the service point could be a 'feature wall' incorporating art or digital display, to inspire as well as impress future visitors. The existing conference space in the northeast corner of Teen Central will remain, for use as a quiet computer use area. Adding glass to this room should be considered to enhance visual control. The space will accommodate up to 80 computer workstations in a flexible environment.

A significant change to this level will be to vacate the high-density collection storage space, and re-purpose it two future functions. The space immediately adjacent to the east of the public area will become a high-tech computer learning and digital media lab. The space remaining, between this lab and the east foundation wall, will accommodate the required staff areas for the new technology spaces. While a final and specific location has not been identified, the budget has assumed that new restrooms will be provided to accommodate the new population to be served in this area.





It was agreed that the location lent itself to computer workstations, as computers are a destination service for the foreseeable future. The location can be more remote, as the primary users will seek out this space. Also, as the rest of the building enjoys ample daylight from exterior glazing and the central atrium skylight, this is one service that may not benefit from that asset.

Given the timeframe for this phase of work and the rapid pace of change in technology, it is anticipated that the programmatic opportunities and corresponding design responses will likely differ from what has been proposed here.

Bausch & Lomb Building - Proposed Lower level Plan

Phase 4: Bausch & Lomb Lower Level
Centralize Technology

Program

The spreadsheet included here identifies proposed space needs for Information and Technology as determined in the scope of this study. While this program can be used as a guideline for future planning, the quantities and required square footages will necessarily be finalized in detail in the process of designing the space specifically in the future.

Rochester Public Library - Central Library				Master Space Plan	
3 Information and Technology				June 11, 2013	
#	Item	Qty	SF Ea	Net SF	Comments
General Notes					
	Ample electrical outlets				
	Design to have safe wire management				
	Space for quiet computer use				
	Confirm how existing Tech Lab fits with current plan				
	YouMedia lab assumed in Teens - confirm				
Information Center					
	Staff workstations	2	40	80	
	Printer	1	8	8	
	Storage for supplies / forms	1	20	20	
	Shelving at desk	2	12	24	
Technology Center					
	PC workstations	60	35	2,100	
	Accessible PC workstations	2	45	90	
	Workstations w/o PC for patron use with their equipment	12	30	360	
	Instructor's workstation / podium	1	35	35	
	Ceiling mounted projector / screen	1		0	
	Shelving	10	15	150	confirm required in design
	Lockable storage cabinet	1	24	24	
	Networked laser printer	1	8	8	confirm equipment in design - printer or multifunction device
	Smartboard	1	24	24	
	Digital PC Lab	1	600	600	included by taking over high density storage space
	Digital Publishing Makerspace	1		0	TBD
	Classroom / writers meeting space		400	0	TBD - noted as 20 person space and connected to writer's group
	Kirtas scanner and/or Espresso Book Machine	1	60	60	TBD
Business/Copy Center					
	Document prep, copying and collating	0	20	0	Not included here - confirm if it may be added to Business and Social Sciences
	High speed copy / print / scan to USB / fax	0	45	0	
	Office supply vending machine	0	24	0	
	Work counter	0	36	0	
	Bulletin board	0	8	0	
	Change machine	0	20	0	
	Tax forms	0	60	0	

3 Information and Technology

June 11, 2013

#	Item	Qty	SF Ea	Net SF	Comments
Staff Spaces			Subtotal	128	All support space needs for this area to be confirmed in final design
	Computer Workstation Staff		40	0	
	Filing Cabinet		12	0	
	Locker		12	0	
	Office, Private		100	0	
	Open floor space for staging	1	40	40	note staff space proposed behind Digital Media Lab in former storage area
	Photocopier		35	0	
	Scanner		20	0	
	Shelving	4	12	48	
	Sink			0	
	Staff Break Area			0	
	Staff Work Area			0	
	Storage room	1	40	40	
Component Sub-total Net SF				3,711	
Gross SF Multiplier				1.20	
Calculated Departmental Gross SF				4,453	Proposed space on LL BLB = 4,709 SF including storage area

Timeline and Budget

As of May 2013, the intended start date for design of Phase 4 would be sometime in 2017. Construction timelines may vary, however this plan assumes that the proposed improvements to the lower level of the Bausch & Lomb Building would be complete and open to the public at a date to be determined in 2018.

The opinion of probable cost for this phase was prepared by The Pike Company, in conjunction with narratives on assumed architectural modifications by Bostwick Design Partnership, and mechanical, electrical, plumbing and technology systems impact by M/E Engineering. Allowances for furniture, fixtures and equipment as well as other ‘soft’ costs were prepared by Bostwick Design Partnership. A summary of the costs are as follows:

Construction cost estimate including contingencies:
\$ 415,430.24

Furniture, fixtures and equipment estimate including contingencies:
\$ 294,256.80

Allowance for design fees and other possible Owner cost:
\$ 117,098.36

Total opinion of probable cost for Phase 4:
\$ 826,785.40

Given the conceptual nature of this study, this estimate was presented at a combined meeting of the Rochester Public Library and Monroe County Library System Boards of Trustees as a cost range of:
\$ 775,000.00 to \$ 850,000.00



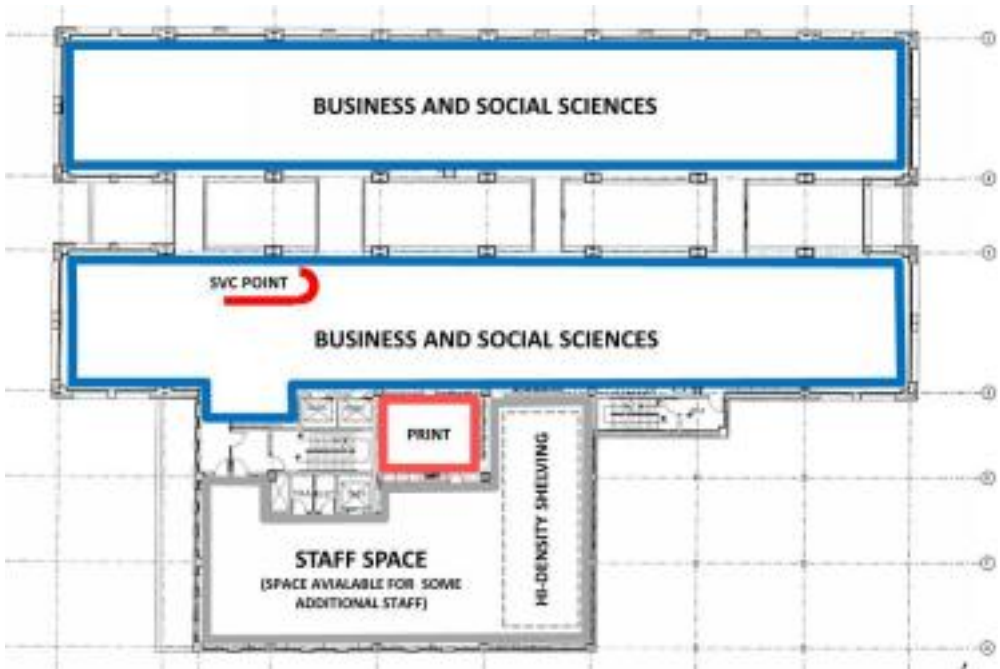
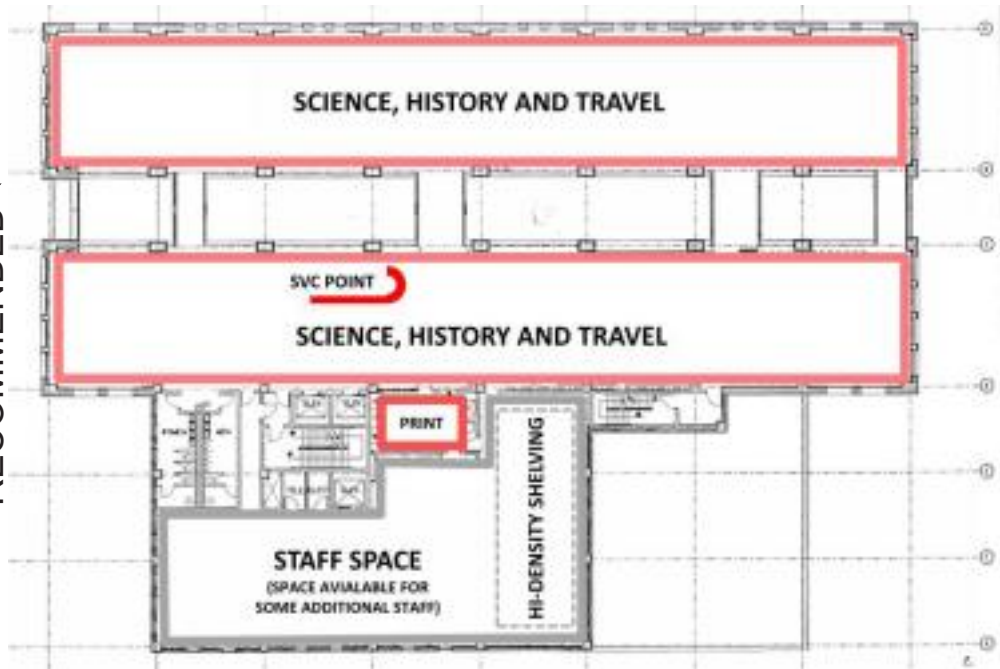
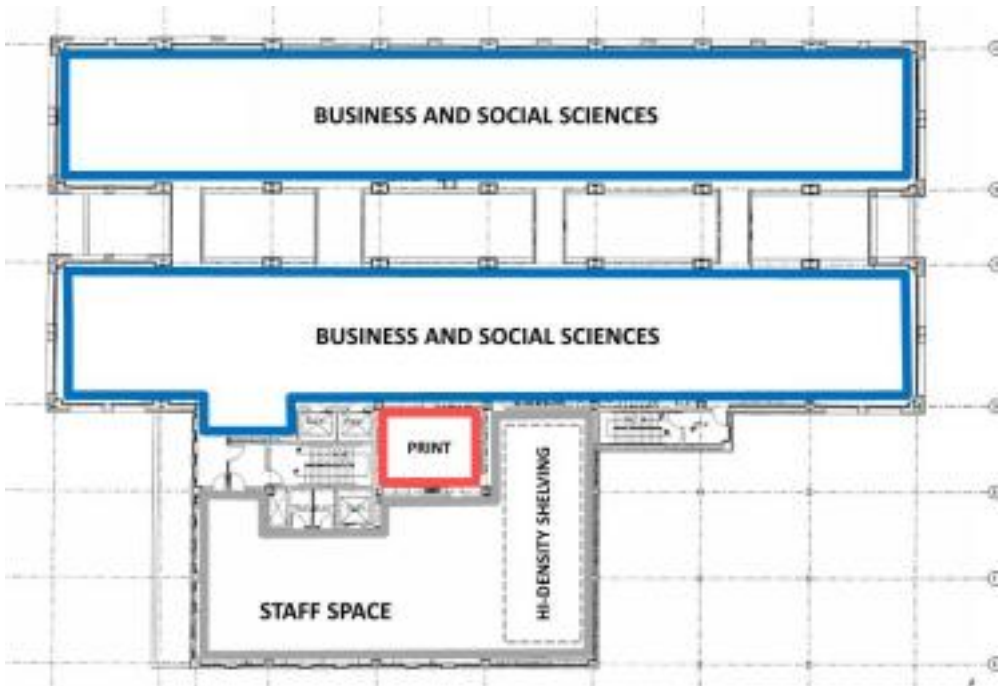
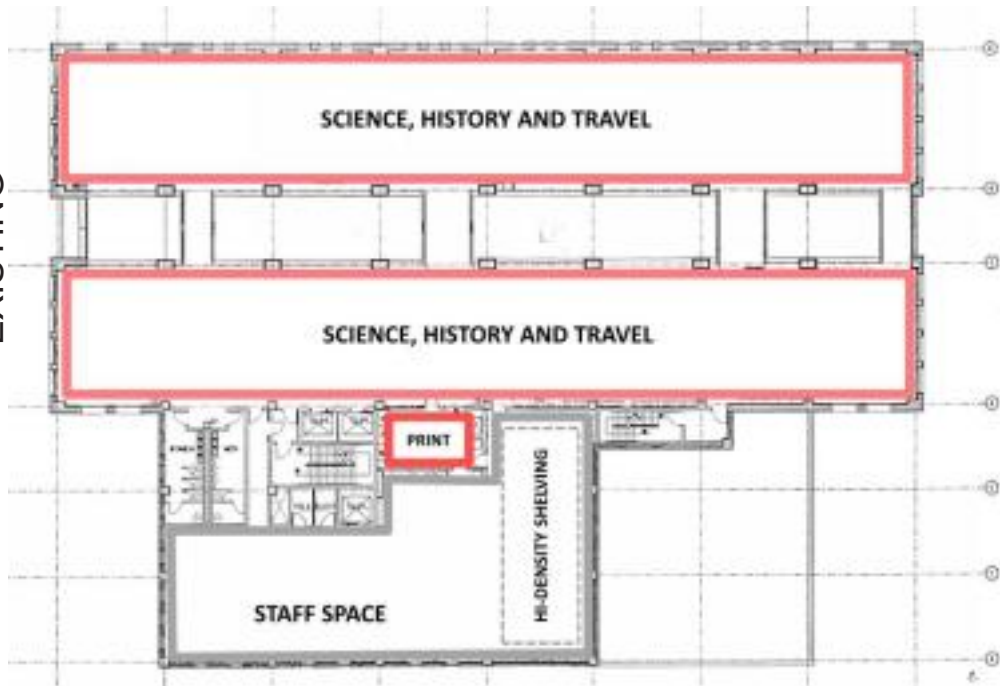
Future Phase: Bausch & Lomb 3rd and 4th Floors
Future Phases

Overview

The four previous phases represent the Central Library Master Space Plan phased recommendations in total, with budgets and timelines for those phases are included in this report. The third and fourth floors of the Bausch & Lomb Building were included in the work, but no significant changes to these areas were specifically recommended to be included in the budget. Regardless, long term improvements to customer service and the space reconfigurations and upgrades will over time be implemented as they have been in the past. One item in particular would be to remove the second service desk on the fourth floor, to add clarity for customers looking for assistance.

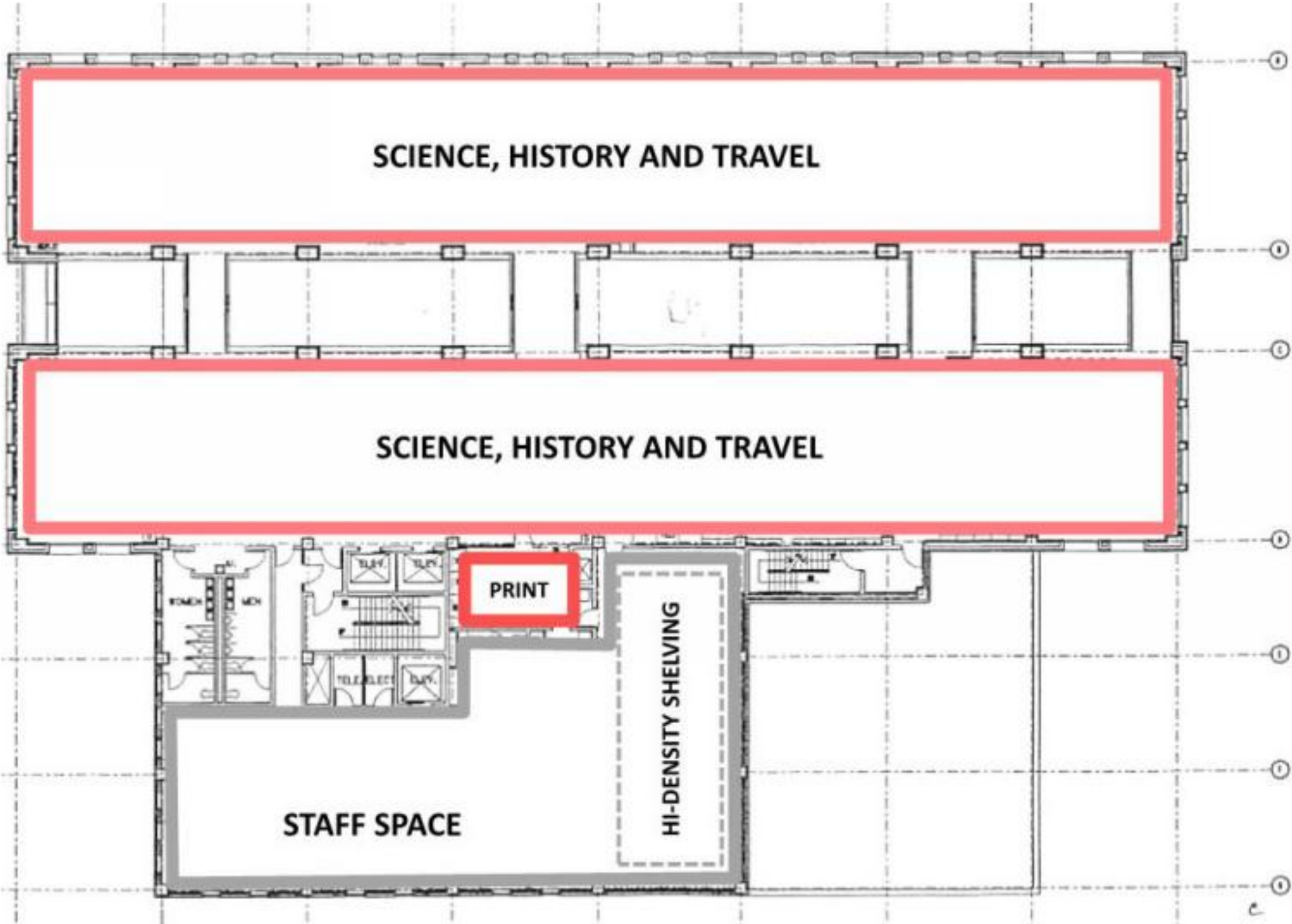
EXISTING

RECOMMENDED

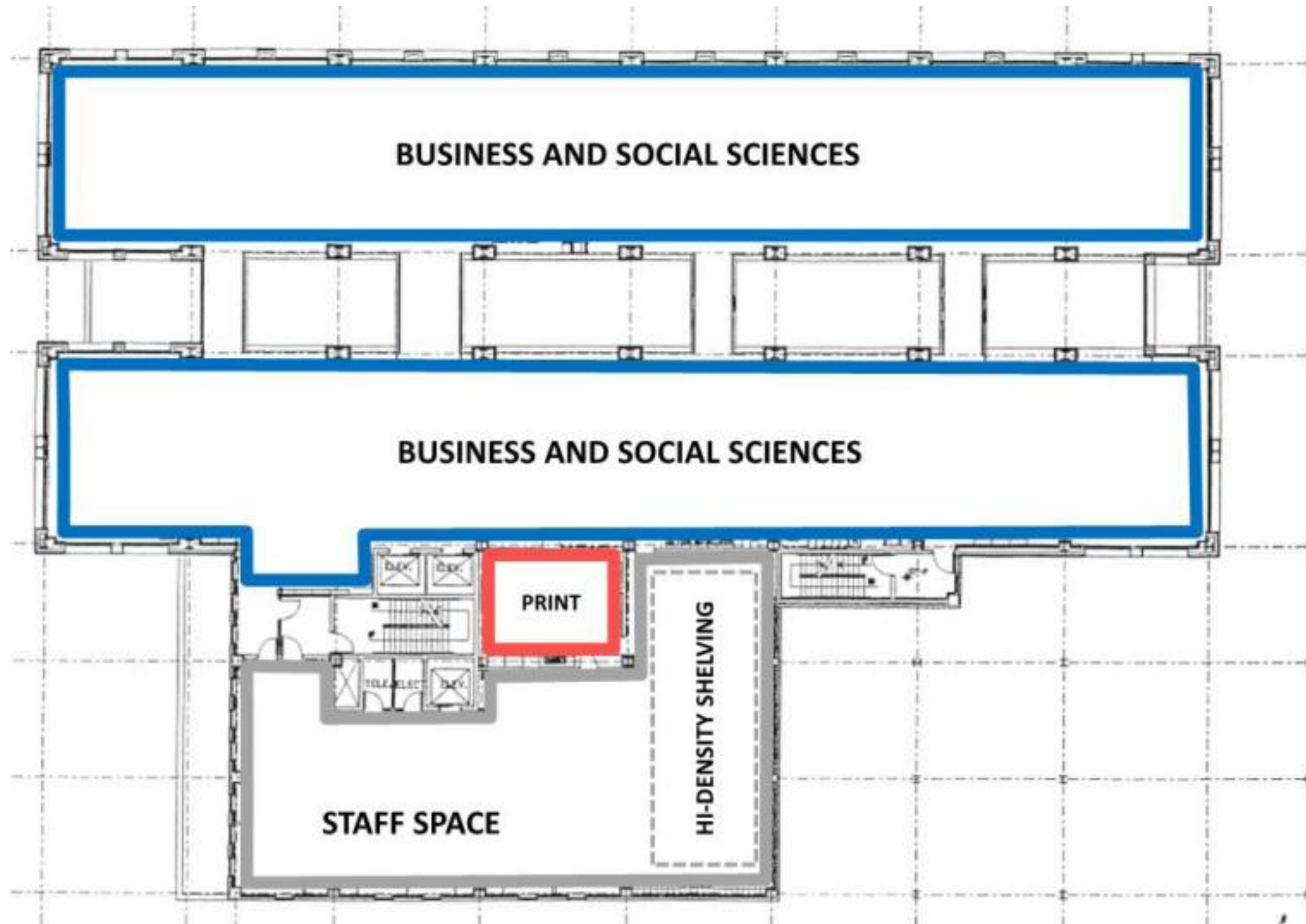


Bausch & Lomb Building - Third Floor Plan

Bausch & Lomb Building - Fourth Floor Plan



Bausch & Lomb Building - Existing Third Floor Plan



Bausch & Lomb Building - Existing Fourth Floor Plan

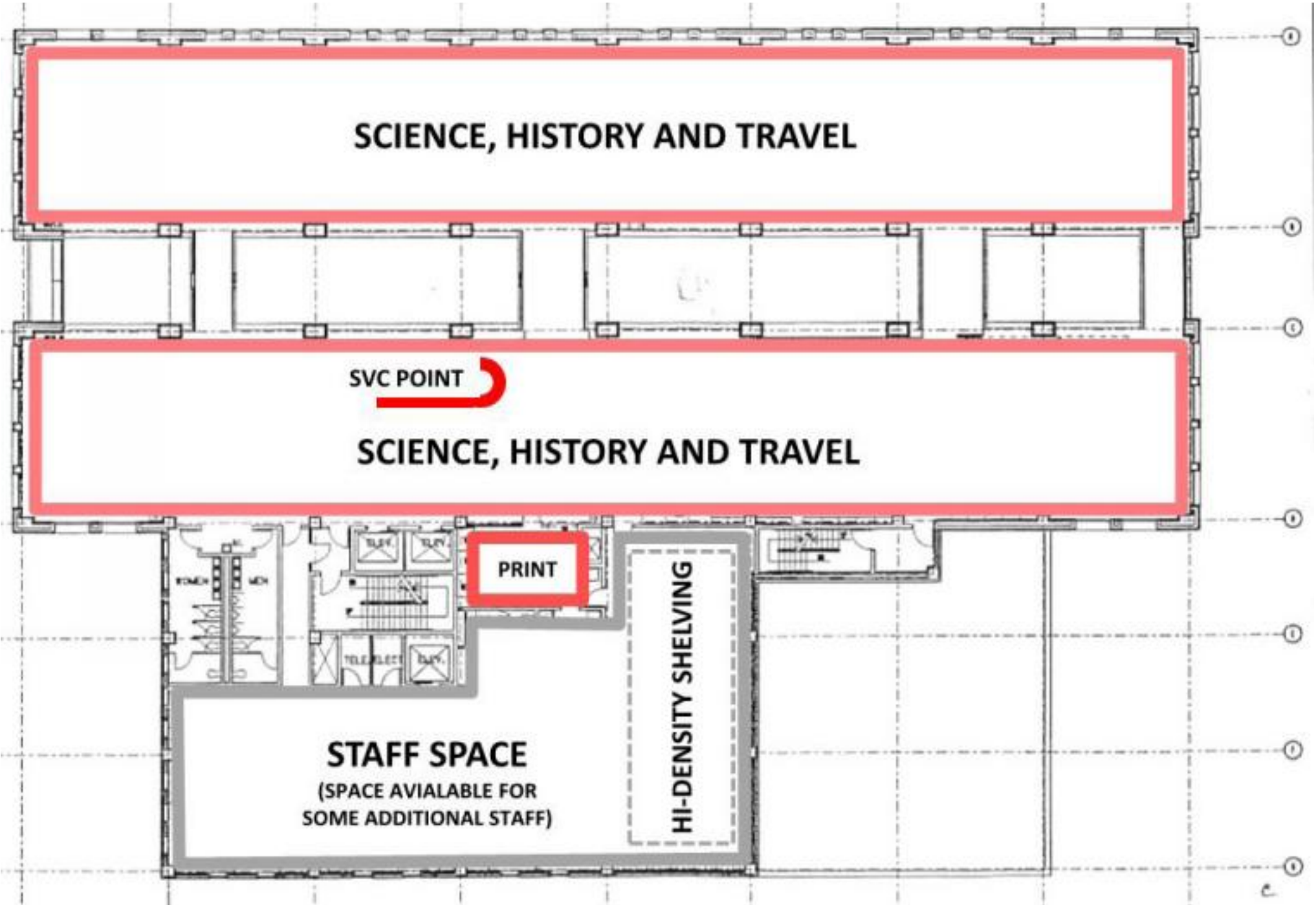
Existing Conditions

The third and fourth floors of the Bausch & Lomb Building are accessed by elevator or from the grand stair adjacent to the central atrium. The public spaces of the floor are split north and south by the atrium, which floods the center of the space with natural light. Staff spaces are all positioned along the south side of the floor plan, against the parking garage. The third floor is occupied by Science, technology, Health, History and Travel, and the fourth floor is occupied by Business and Social Sciences. The service desks on both floors are currently aligned with elevators.

Similar to the first and second floors of the Bausch & Lomb Building, the third and fourth floors provide visitors with a pleasant architectural experience, especially as these floors bring people closer to the skylights above. However a few challenges are noted that may be addressed with proposed improvements:

- The information desks are currently located to be convenient to elevators, however not or the stairs. The fourth floor has two desks, which can be confusing to those seeking assistance.
- Wayfinding is unintuitive and unclear, a continuation of the concerns on other floors.
- The floor plan flexibility and sight lines are compromised by the atrium, which effectively splits the services offered on any given upper floor.
- The atrium does not separate noise from one level to the next. In particular, the first floor is active and noisy, which affects all floors above.
- These floor plans were designed for growth in non-public staff areas that current staff size does not fill efficiently. Additionally, each upper floor includes a space for high-density shelving that assumed continued growth in print collections.

Future Phase: Bausch & Lomb 3rd and 4th Floors
Future Phases



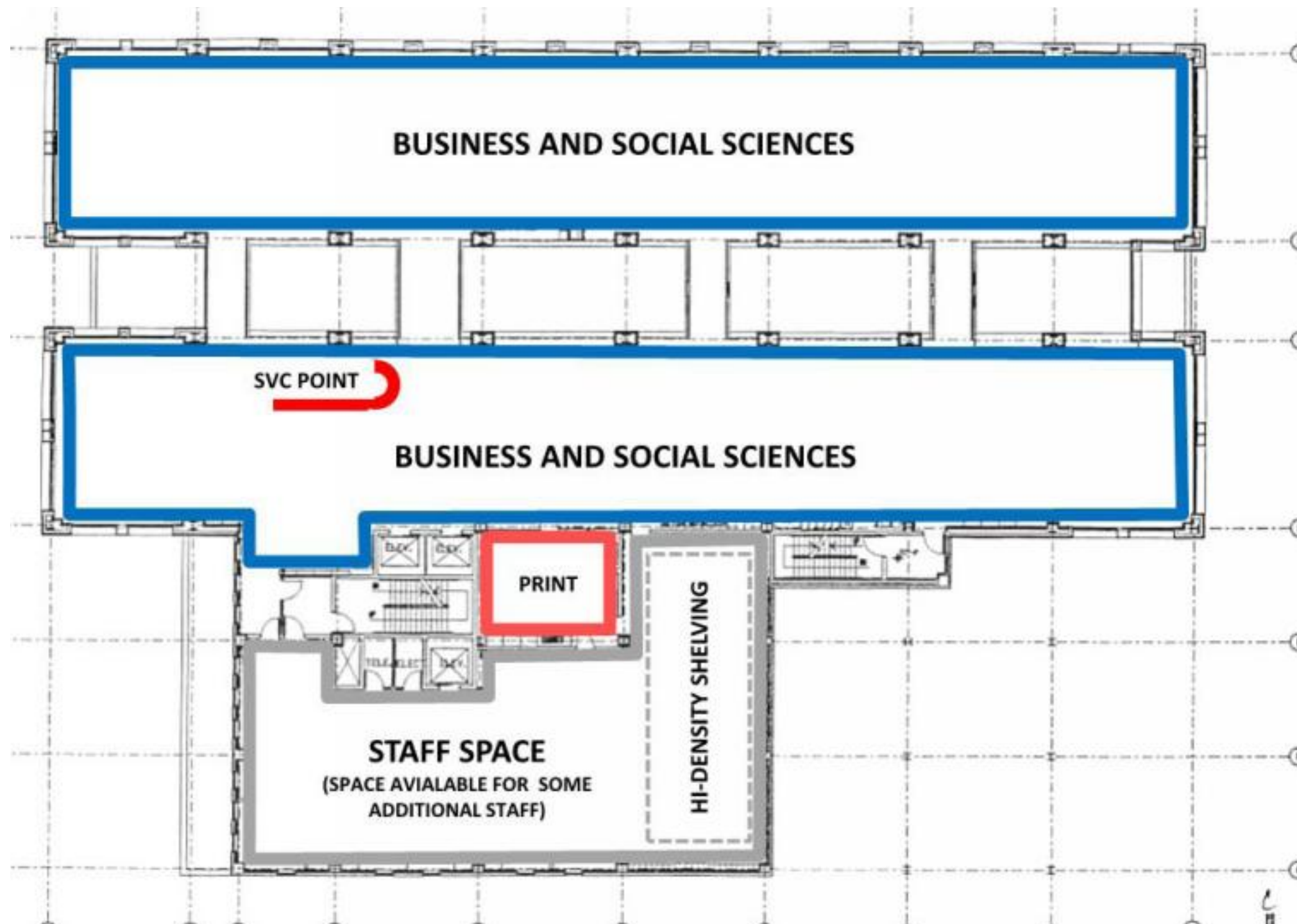
Bausch & Lomb Building - Proposed Third Floor Plan

Proposed Plan

No specific proposed plans were prepared as part of this study. However there were two specific changes that may be undertaken within the timeline of other proposed improvements:

- Relocate the Chester F. Carlson Patent & Trademark Center to the fourth floor, to co-locate it with Business – a more intuitive connection than History.
- Remove the east staff desk on the fourth floor near the elevators, and present visitors with one, consolidated service point.

Aside from the above public service area improvements, the only remaining opportunity would be to find ways to make the excess staff areas more efficiently occupied. As staff spaces on these floors re more difficult to re-purpose as public space, the opportunities may be limited to co-locating staff from other areas of the building to these spaces, opening up square footage for other uses elsewhere.



Bausch & Lomb Building - Proposed Fourth Floor Plan

Rochester Public Library - Central Library				Master Space Plan	
11 Science, History and Travel				June 11, 2013	
#	Item	Qty	SF Ea	Net SF	Comments
General Notes					
Entrance / General spaces					
	Arrival and Orientation Area	1	80	80	
	Interpretive display space	1	80	80	to be determined - separate from Vietnam display below
	Catalog Station	3	24	72	
	Collection display cases	2	60	120	
	Self-check station	2	40	80	
	Conference room	2	0	0	2 proposed, 0 today - may be elsewhere in building, not added to SF yet
	Enclosed study room	6	0	0	6 proposed, 0 today - may be elsewhere in building, not added to SF yet
	Open study space	0	200	0	space accounted for with table counts below
	PC Workstation	2	35	70	Confirm - will these stay or all relocated to Tech Center?
	Casual seating	4	35	140	Confirm totals today
	2 person tables	4	50	200	
	4 person tables	8	100	800	
	Machine Room / Retrieval Space	1	253	253	
Chester F Carlson Patent & Trademark Center					
	PC Database Workstation	2	35	70	Note: service point removed, this space serviced from main desk
	Workspace currently occupied by desk	1	100	100	
	4 person tables	1	100	100	
	Microfiche cabinet	2	24	48	
	Collection			0	see below
Vietnam Learning Center					
	Display wall	1	150	150	
	Media wall	1	100	100	
	Casual seating	4	35	140	
	2 person tables	4	50	200	
	4 person tables	1	100	100	
	Display cases	8	60	480	
Collections					
	Dewey 001-006	9	15	135	Note: shelving recalculated to match extg heights
	Dewey 150-159	15	15	225	162 LF / 18 LF per section (6 hi) = 9 sections (146 LF occupied)
	Dewey 327, 341, 355-359, 389	19	15	285	270 LF / 18 LF per section (6 hi) = 15 sections (203 LF occupied)
	Dewey 500s	46	15	690	342 LF / 18 LF per section (6 hi) = 19 sections (205 LF occupied)
	Dewey 600-609	5	15	75	831 LF / 18 LF per section (6 hi) = 46 sections (665 LF occupied)
	Dewey 610-619	40	15	600	83 LF / 18 LF per section (6 hi) = 5 sections (66 LF occupied)
					717 LF / 18 LF per section (6 hi) = 40 sections (538 LF occupied)

11 Science, History and Travel

June 11, 2013

#	Item	Qty	SF Ea	Net SF	Comments
	Dewey 620-646, 648-649	63	15	945	1,138 LF / 18 LF per section (6 hi) = 63 sections (853 LF occupied)
	Dewey 629.2-629.29 - service manuals	62	15	930	1,120 LF / 18 LF per section (6 hi) = 62 sections (849 LF occupied)
	Dewey 660-699	18	15	270	336 LF / 18 LF per section (6 hi) = 18 sections (252 LF occupied)
	Dewey 900-909, 920-999	202	15	3,030	3,631 LF / 18 LF per section (6 hi) = 202 sections (2,723 LF occupied)
	Dewey 910-919, 947	47	15	705	840 LF / 18 LF per section (6 hi) =47 sections (630 LF occupied)
	Audio Books (relocated to Media)	0	15	0	327 LF / 15 LF per section (5 hi) = 22 sections (261 LF occupied)
	Periodicals	20	15	300	298 LF / 15 LF per section (5 hi) = 20 sections (298 LF occupied)
	Vertical Files for wiring schematics	18	12	216	
	Vertical File Cabinets - other collections	10	12	120	
	Map Case + Atlas Storage	3	16	48	
	Microfiche Cabinet	1	16	16	
	Science High density on floor (17,512 circ + 4,372 ref titles)	1	555	555	2,482 LF (from RPL) 65% full circ + 70% full ref
	Science Circulating Collection on Floor (49,917 titles)			0	4,428 LF (from RPL) / 15 LF per section (5 hi) = 295 sections 75% full
	Science Reference Collection on Floor (2,408 titles)			0	350 LF (from RPL) / 15 LF per section (5 hi) = 23 sections 60 % full
	History High density on floor (28,041 circ + 4,518 ref titles)	1	917	917	4,101 LF (from RPL) 90% full circ + 100% full ref
	History Circulating Collection on Floor (43,376 titles)			0	4,970 LF (from RPL) / 15 LF per section (5 hi) = 331 sections 75% full
	History Reference Collection on Floor (1,868 titles)			0	213 LF (from RPL) / 15 LF per section (5 hi) = 15 sections 85 % full
Staff Spaces			Subtotal	1,573	
	Service Desk	1	120	120	
	Book Trucks	12	12	144	
	Computer Workstation Staff	1	60	60	LIB II
	Computer Workstation Staff	5	60	300	LIB I
	Computer Workstation Staff	1	40	40	CLK IIITYP (1000HRS@16.10)
	Computer Workstation Staff	2	40	80	RETRIEVAL AIDE (1000HRS@9.63)
	Filing Cabinet	12	12	144	
	Locker	8	6	48	
	Office, Private	0	100	0	LIB IV accounted for in Business
	Photocopier	1	35	35	
	Printer	1	20	20	
	Shelving - open storage	16	12	192	
	Sink	1	30	30	
	Staff Break Area	1	80	80	
	Staff Conference	1	100	100	confirm existing size
	Staff Work Area	1	120	120	
	Storage Room	1	60	60	
Component Sub-total Net SF			15,018		
	Gross SF Multiplier		1.15		
Calculated Departmental Gross SF			17,271		17,672 SF available on 3rd floor - totals above to be confirmed against this SF

Program

The spreadsheet included here identifies proposed space needs for the Science, History and Travel and Business and Social Sciences departments as determined in the scope of this study. While this program can be used as a guideline for future planning, the quantities and required square footages will necessarily be finalized in detail in the process of designing any potential modifications to these spaces specifically in the future.

Rochester Public Library - Central Library				Master Space Plan	
7 Business and Social Sciences				June 11, 2013	
#	Item	Qty	SF Ea	Net SF	Comments
General Notes					
Entrance / General spaces					
	Arrival and Orientation Area	1	200	200	
	Art display space	1	80	80	
	Collection display cases	1	20	20	current - approximate
	Catalog Station	2	24	48	confirm totals
	Self-check station	2	40	80	
	Conference room	4	0	0	4 proposed, 0 today - may be elsewhere in building, not added to SF yet
	Enclosed study room	4	0	0	4 proposed, 0 today - may be elsewhere in building, not added to SF yet
	Open study space	0	200	0	space accounted for with table counts below
	Casual seating	0	35	0	None today
	Study Carrels - Double size / 2 person	4	40	160	
	2 person tables	6	50	300	some extg 2 person tables currently for PCs
	4 person tables	16	100	1,600	
	Tax form area	1	150	150	
	Machine Room / Retrieval Space	1	400	400	Confirm if Fiche/Film reader printer is located here
Small Business Resources & Job Information Center					
	PC Database Workstation	3	35	105	Note: service points removed, this space serviced from main desk
	Catalog Station	1	35	35	
	4 person tables	4	100	400	
	Collections included below				
Grant Information					
	PC Database Workstation	1	35	35	Note: service points removed, this space serviced from main desk
	4 person tables	1	100	100	
	Collections included below				
Reference and Database Stations					
	PC Database Workstation	5	35	175	Note: service points removed, this space serviced from main desk
	Open space at table	1	35	35	
	Collections included below				
Investment Center					
	Study Carrels - Double size / 2 person	2	40	80	Note: service points removed, this space serviced from main desk
	4 person tables	2	100	200	
	Collections included below				

Timeline and Budget
There was no specific timeline and no budget proposed for possible improvements to the third and fourth floors of the Bausch & Lomb Building.

7 Business and Social Sciences

June 11, 2013

#	Item	Qty	SF Ea	Net SF	Comments
Collections			Subtotal	7,397	
	Dewey 060	1	15	15	2 LF = 1 sections (2 LF occupied)
	Dewey 300-326	73	15	1,095	1,313 LF / 18 LF per section (6 hi) = 73 sections (931 LF occupied)
	Dewey 328-340	69	15	1,035	1,237 LF / 18 LF per section (6 hi) = 69 sections (866 LF occupied)
	Dewey 342-354	31	15	465	556 LF / 18 LF per section (6 hi) = 31 sections (389 LF occupied)
	Dewey 360-388	113	15	1,695	2,031 LF / 18 LF per section (6 hi) = 113 sections (1,422 LF occupied)
	Dewey 390	1	15	15	5 LF 5 = 1 section (4 LF occupied)
	Dewey 392-397	9	15	135	165 LF / 18 LF per section (6 hi) = 9 sections (116 LF occupied)
	Dewey 398 - folklore	7	15	105	120 LF / 18 LF per section (6 hi) = 7 sections (90 LF occupied)
	Dewey 399	1	15	15	1 LF = 1 sections (1 LF occupied)
	JIC, Grants, Small Business	33	15	495	602 LF / 18 LF per section (6hi) = 33 sections (452 LF occupied)
	Dewey 650-659	41	15	615	744 LF / 18 LF per section (6 hi) = 41 sections (595 LF occupied)
	Audio Books (relocated to Media)	0	15	0	149 LF / 15 LF per section (5 hi) = 10 sections (112 LF occupied)
	Periodicals	16	15	240	236 LF / 15 LF per section (5 hi) = 16 sections (236 LF occupied)
	High density storage on floor (42,748 circ + 23,279 ref titles)	1	1,472	1,472	5,851 LF (from RPL) 75% full circ + 95% full ref
	Circulating Collection on Floor (78,890 titles)			0	6,160 LF (from RPL) / 15 LF per section (5 hi) = 411 sections 70% full
	Reference Collection on Floor (9,110 titles)			0	1,971 LF (from RPL) / 15 LF per section (5 hi) = 132 sections 95 % full
Staff Spaces			Subtotal	1,553	Confirm against 2,439 SF existing space
	Service Desk	2	100	200	Currently 2 service points
	Book Trucks	10	12	120	
	Computer Workstation Staff	2	60	120	LIB II
	Computer Workstation Staff	3	60	180	LIB I (one of these also covers Science, History and Travel)
	Computer Workstation Staff	1	40	40	LIB ASST
	Computer Workstation Staff	1	40	40	CLK IIR/TYP
	Computer Workstation Staff	1	40	40	CLERK/TYP
	Computer Workstation Staff	1	40	40	RETRIEVAL AIDE
	Filing Cabinet	12	12	144	Approx total from notes - to be confirmed
	Locker	4	6	24	
	Office, Private	1	100	100	LIB IV (accounts for Science, History and Travel also)
	Photocopier	1	35	35	
	Printer	1	20	20	
	Shelving - open storage	8	12	96	
	Sink	1	30	30	
	Staff Break Area	1	80	80	
	Staff Conference	1	80	80	confirm existing size
	Staff Work Area	1	100	100	
	Storage cabinets	4	16	64	Confirm total existing
Component Sub-total Net SF			13,153		
Gross SF Multiplier			1.25		Higher due to multiple functions accommodated here
Calculated Departmental Gross SF			16,441		17,755 SF available on 4th floor - totals above to be confirmed against this SF

