

FRESNO CENTRAL LIBRARY

Site Selection Study

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RIPLEY
ARCHITECTS

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SUMMARY

Introduction

The county library has advised the community about the inadequacy of its building for some time. The voters of the county passed measure B to achieve library excellence, as defined by increased public service hours, collections and electronic resources, and more staff to deliver services. The aging state of the building and the inadequacy of the current site prevents a full realization of the library's goals for public services and headquarters' functions. In the summer of 2001, the library board determined that it needed to overcome these deficiencies and set aside the funds for the preparation of a building program and study which includes: a report of available sites that would allow a new larger library to be developed to meet the library's program; and a cost plan and schedule for completion and the acquisition of a suitable site and construction of the building.

Purpose of the site study

This report discusses various possible sites for locating the expanded central library and headquarters building. The purpose of evaluating sites is to move the discussion from the theoretical to the possible with specific decisions about a site, which is required to implement the library's vision. The library will be funded from a number of public and private sources. The library intends to apply for a grant in January, 2004 under the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000 (The Library Bond Act of 2000), which requires that a specific site be designated well in advance of that date. The future of the central library may depend on partial funding by obtaining a state grant. The key criteria that the state will use in awarding the grant are:

- The inclusion of joint venture projects with schools (does not require co-location on the same site);
- The library on the proposed site as a catalyst for redevelopment
- The incorporation of public input into the planning process.

The competition for state grants is fierce because so many communities in the state have great need for a new library. Libraries, which can demonstrate that the selection of their site and the establishment of partnerships have included a well thought-out process for public involvement, will move to the front of the line. Involving the schools and considering the central library's regional context for joint venture projects with the schools — such as computer centers, family literacy centers, homework centers, career centers, shared electronic and telecommunication library services and subject specialty learning centers — will be very important. Sites need to be selected that provide convenient access to the primary users of these services.

Importance of a downtown Fresno location

The community wishes the library to remain "central," in a downtown location, where it can be reached easily from the freeways and public transportation, so that it can serve its city, county, district, and region — wide patrons/staff. Its mandate is to provide services as

the central branch of the county library system, the headquarters of the county library and the headquarters of the SJVL System. Downtown Fresno is geographically central in relation to all the branches and other libraries served and is the place where highways and transit meet. If the city were more densely developed, the headquarters' function, which has a heavy vehicular component, would suggest that other locations be considered. However, there are adequate sites to develop delivery space for the vehicular needs of the headquarters' services, and the downtown is not congested.

Initial site screening of downtown Fresno districts and selection of three viable sites

Through the use of maps, aerial photographs, discussions with city and county development professionals, and a driving tour, the consultants surveyed 8 – 10 areas and specific buildings in downtown Fresno. Using a set of site planning criteria, the preferable districts for locating the new library were reduced to three in number — the uptown Cultural Arts District, the Fulton Mall District and the Government Center (the current site).

Evaluation of sites using the library's goals and objectives

There appears to be one site in each of these districts that could accommodate the library. Three specific sites were selected for evaluation according to a set of goals and criteria — established by the library advisory committee, the staff and the consultants — to allow the library to function and thrive. The goals, objectives and criteria are described and the sites are compared according to the criteria in section 4 of this report.

Conclusions

At this time, the evaluation is not definitive in terms of recommending a preferred site. Some of the information about sites such as the geotechnical conditions, the presence of toxins, and the cost of the site requires further fact-finding. The work done to date establishes the level of information that is currently available about each site, and the probable benefits to the library of each of the sites.

The study does provide a methodology for continuing to refine information about each site to help the county arrive at a preferred site recommendation in order to open discussion and seek approval from decision makers and the public. Additional information is needed before the library reaches a final decision on the location for the new central library and headquarters building.

INITIAL SCREENING OF DISTRICTS

Because of the extent of demolition that has occurred in downtown Fresno, and because of public and private development decisions, the active and busy areas of the downtown tend to exist as clusters of specialized use, separated by surface parking lots and underutilized or empty buildings. While not formally identified as districts, the consultants conceptually mapped the downtown according to the following delineation:

- The Uptown Museum district
- The Regional Medical Center
- The Caesar Chavez Adult School
- The Government Center, a pedestrian mall except for the library block terminated by the Fresno City Hall and the Federal Courthouse and including the library, the Civic Auditorium, and the Water Tower Park site
- The Fulton Mall
- The Baseball Stadium and Butterfield Brewery
- The Convention Center, Saroyan Performing Arts Center, and Radisson Hotel
- The Amtrak Station and Historic Armenian Town
- Various scattered, but significant historic buildings in the downtown, such as the Fresno Water Tower

The consultants and the library director completed an initial survey of these districts to determine possible locations for the library in the downtown. Each of the districts were visited and photographed. The districts were informally ranked according to apparent availability of sites that could be developed, the number of other entities located in the district that would also attract large numbers of library patrons, the proximity of public transit hubs, and the proximity to schools. The districts that seemed to be the most promising were districts where existing or planned investment and further development is likely to attract people who also want or need to use the library and where detrimental conditions, such as peak period traffic congestion, which would unlikely interfere with library headquarter operations. The Uptown Museum district, the Fulton Mall district, and the Government Center ranked highest. Districts such as the Medical Center, while vital, or the Baseball Stadium, were not deemed to be areas where large numbers of people are likely to make a dual trip to the library. The area around the Cesar Chavez Adult School and the new charter high school may require further consideration, particularly if the library wishes to highlight a partnership with the schools as the joint venture in a Proposition 14 grant application.

INITIAL SITE IDENTIFICATION

Having determined districts of the downtown that seemed most appropriate, the consultants then identified specific sites within the district for more detailed evaluation. Applying the criteria listed below to the several sites in each district that seemed to be available, the consultants narrowed their search to the three specific sites. There are probably other sites that meet the criteria, particularly in the uptown district.

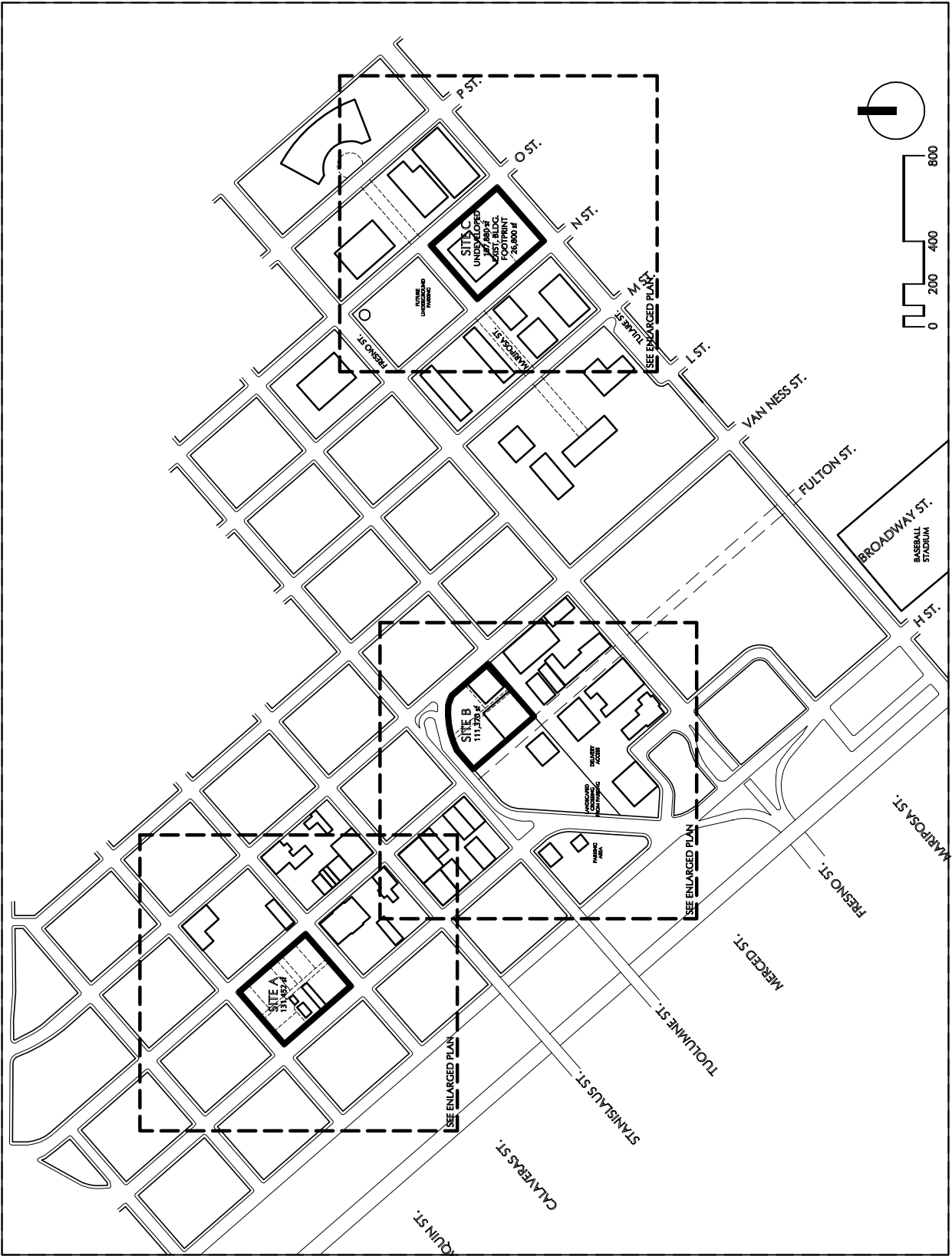
Each of the districts surveyed has sites that could accommodate the library. Among the basic assumptions used to select specific sites was that they be large enough to accommodate the library's space program and to explicitly fulfill the functional needs of the library without compromise. The second most important screening criteria was the availability of convenient auto access and parking. Many sites meet these criteria.

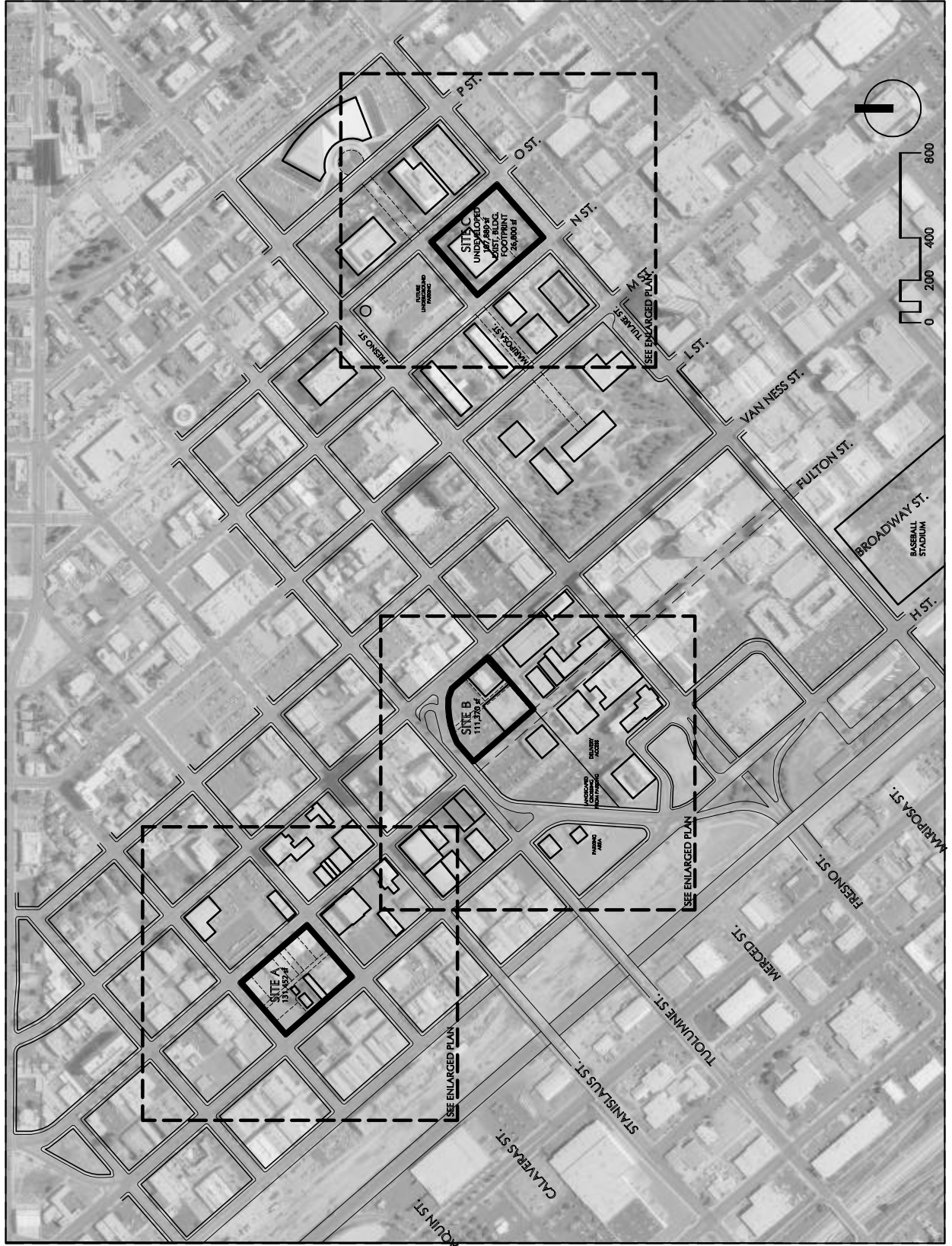
The third strongest criteria emerged from the Library's goal of serving as the community cultural and information center for Fresno and the region, conveniently providing information and cultural programming to large numbers of patrons of diverse interests, ages, and economic circumstances. To maintain a high degree of attractiveness for its patrons as well as convenience, the library also needs to be both a self-contained, singular destination as well as a place where people can drop in between other errands, meetings, or visits. This criterion is best served by locating the library in a vital mixed — use downtown, a location that, unfortunately, does not currently exist in downtown Fresno. However, several initiatives are underway by other entities in Fresno to revive the downtown — at the Fulton Mall and in the Uptown Museum District. The projected development in these areas is expected to exponentially increase the number of people seeking to visit them as a cultural shopping and entertainment destination. If the library were located near either of these districts, increased usage of the Fulton Mall or the museums would increase library visits, and vice versa.

Site selection criteria

1. The site should accommodate, at a minimum, development of a building of approximately 320,000 gross square feet (GSF) of interior space. If development occurs on 4 stories, each floor could be as large as 81,000 GSF. If development occurs on 6 stories, (5 above grade, 1 below grade with light courts) each floor would be approximately 54,000 GSF.
 - The building footprint capacity should be at least 81,000 square feet, plus an additional 10 to 20 percent for site access, loading, or unloading. The smallest site being considered, Site B has 111,000 GSF, which would allow an 81,000 GSF foot print with 25% additional site capacity.
 - The site should accommodate additional exterior improvements creating a significant securable open space component to transition from the urban setting and creating a shaded or planted galleria of approximately 5,000 – 10,000 GSF.

- Ideally, parking would be built on the same site in structured parking, which in the case of some sites being considered, would require below grade parking. The number of spaces required is approximately 600, which at 350 GSF per space would accommodate a 3-4 story parking structure with the same footprint as the four-story library. It may be more practical to build an above grade structure nearby.
2. The site should offer compatible relationships between and to surrounding uses and offer a strong association with existing, compatible activity centers, and visitor attractions.
 3. The site and environment should be reasonably secure for patron and staff access and should enhance the experience of using the library.
 4. The site should be free of any liens or easements that could limit or unreasonably delay development, and any structures located on the site that would require demolition or renovation should be free from limitations on such demolition or renovation.
 5. The site should be serviced by all major utilities directly or immediately adjacent to the site. Such utilities should have the capacity to serve the proposed development.
 6. The site should be accessible to frequently scheduled transit lines with stops at a convenient walking distance.
 7. The site should be certified as free from chemical, metal, mineral, or other soil contaminations, or the cost and feasibility of abatement should be reasonable.
 8. Soil conditions of the site should be reasonably free of susceptibility to slippage or liquefaction during a major or great earthquake such that:
 - The structure(s) can be upgraded or adequately designed to meet the stringent protection requirements of a library; and
 - Such construction can be undertaken at costs that are not prohibitive.
 9. Soil conditions should be reasonably free of underground water or other ongoing drainage conditions.





DESCRIPTION OF SITES - SITE A: UPTOWN CULTURAL CENTER

This site is a full block site, bounded on the north and south by San Joaquin and Calaveras Streets and on the east and west by Fulton Street and Broadway. It is across the street from the proposed expansion of the co-located Historical Society and Fine Arts Museum complex, each of which is to be expanded and integrated through the closure and redevelopment of Calaveras Street as a landscaped mall. In addition, the African American Art Museum and Arte Americas are located nearby. It is expected that the spin-off of secondary development, such as cafés, bookstores, galleries and shops will result in response to the numbers of people who will be attending programs at the various museums. The combination of the primary and secondary development will make this part of downtown a vibrant destination for people in the city and region. The museum sites have been designed to handle groups of school buses; school field trips will increase attendance still further.

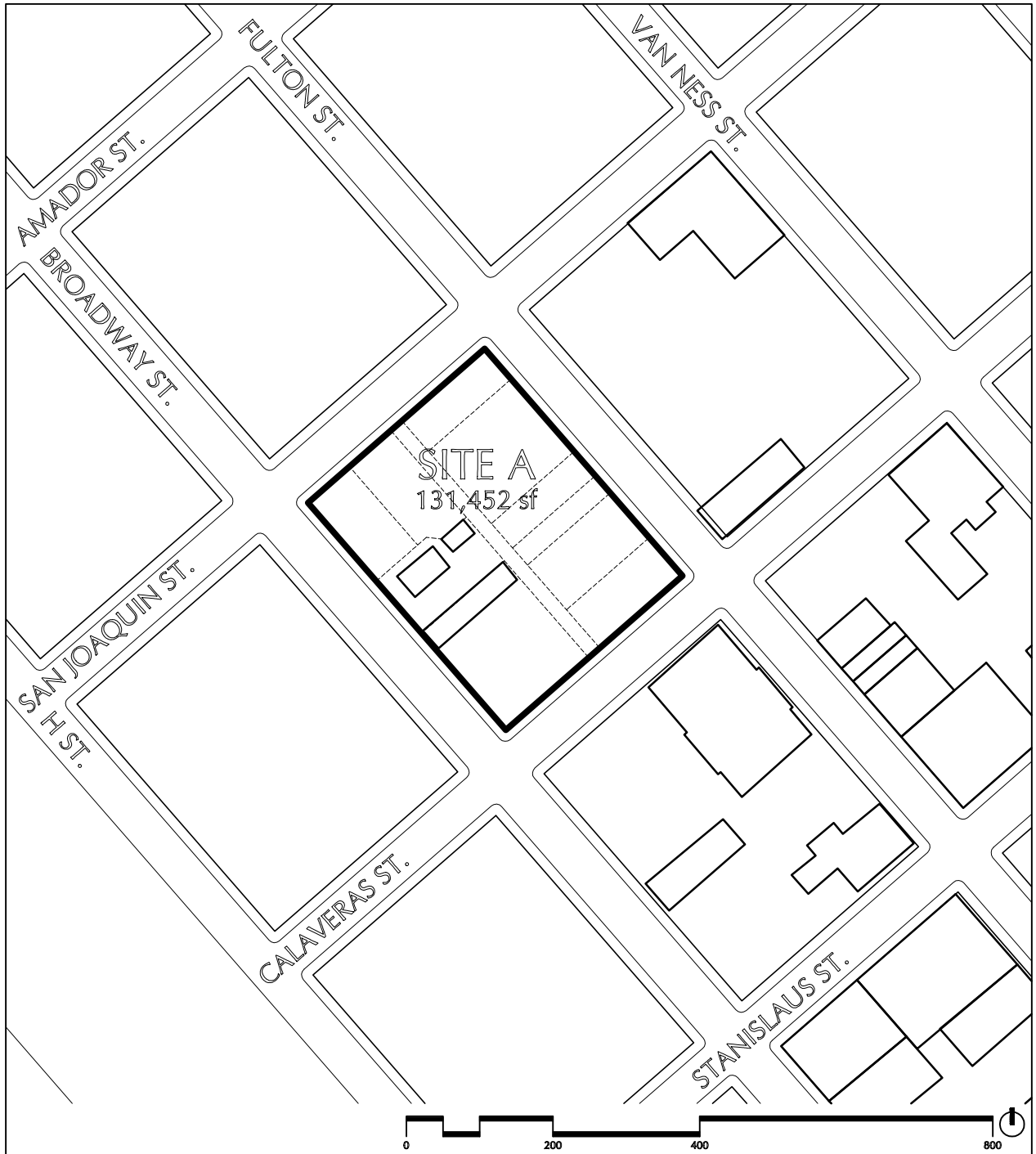
Discussion of criteria

1. Area – 131,452 Square Feet
2. Compatible relationships – Close to museums
3. Security – Neighborhood would be populated during museum hours. Library may be open longer hours. Street life depends on secondary development.
4. Liens, easements and necessary demolition – Full block clearance required, constraints on purchase and clearance not determined at this time
5. Utilities – Would need improvement especially related to telecommunications
6. Transit – Close to neighborhood bus route
7. Street access – From four sides
8. Toxics – Not determined at this time
9. Seismic characteristics – Not determined at this time
10. Ground water characteristics – Not determined at this time

Comments

Many perceive the library as yet another cultural institution that will add to the intensity of opportunity in the district. For instance, the museum and Historical Society collections might be combined with the central library's Special Collections, adding convenience for users and depth to both collections. Collection development and staffing at the central library might also become more specialized to correspond with museum programming. The café, restaurant, and store might be combined and thereby gain more revenue. Cross programming, shared meeting and performance spaces, shared parking, and shared open space are also possibilities.

While economic benefits may be achieved by sharing spaces, and reducing staffing and development expenditures, the consultants see the primary benefit as the improved ambiance of the district because of the enhanced cultural programming opportunities through the library's proximity with the museums. However, the patterns of use associated with libraries for the average library patron and the patterns of the museumgoer may be quite different. Users come to the library to use it, as a rule, for a relatively short stop to select a book or media for home use or a longer stay for a study or research session. The question is: whether people would naturally then go to a nearby museum after spending some considerable time in the library or the reverse.



NEW UNDERGROUND OR
EXISTING SURFACE PARKING
SHARED WITH MUSEUMS

SITE A UPTOWN CULTURAL CENTER



NEW UNDERGROUND OR
EXISTING SURFACE PARKING
SHARED WITH MUSEUMS

SITE A UPTOWN CULTURAL CENTER

DESCRIPTION OF SITES - SITE B: FULTON MALL EAST

The Fulton Mall site is located at the north end of the Fulton Mall, to the east of the Mall. The site is a gateway to the downtown along Fresno and Tuolumne Streets. This site allows the library to be associated with office, retail, restaurant, and entertainment uses. These uses are familiar and successful complements to large urban libraries. People do use libraries, then meet for coffee or go to a movie, then purchase products at nearby stores – books, media, study supplies to finish a report, computers. Nearby office use is a bonus because it allows people to use the library at lunch and after work. In this type of a location, the library fits into the regular pattern of people's lives and they use it because it is convenient.

Discussion of criteria

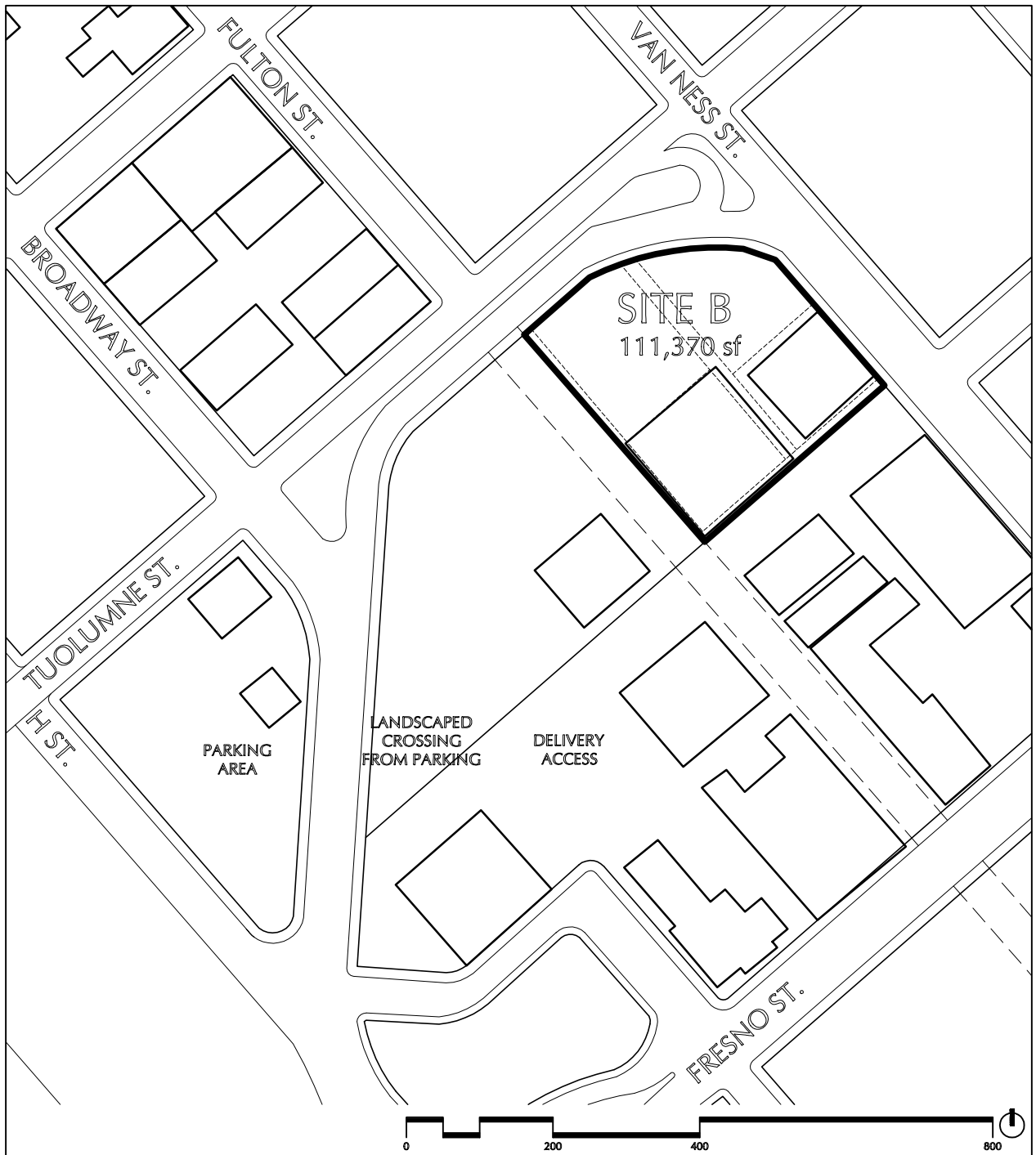
1. Size – Fulton Mall East; 113,700 square feet
2. Compatible relationships – Close to the reinvigorated Fulton Mall, which is envisioned as a retail entertainment destination, linking the new stadium, cinemas, shopping and dining establishments, and a farmer's market together.
3. Security – The library will draw people into the vicinity of the mall; currently the location consists of low-end shops and does not attract many shoppers, increasing crime risk.
4. Liens, easements, and necessary demolition – The site requires buildings to be demolished. The proposed delivery area could impact an elderly residence; however an onsite delivery court would eliminate this impact.
5. Utilities – Probably adequate except for telecommunications
6. Transit – Near downtown transportation hub
7. Street access – Only two sides at present, requires further clarification of pedestrian easements and vehicular rights of way.
8. Toxics – Not determined at this time
9. Seismic characteristics – Not determined at this time
10. Ground water characteristics – Not determined at this time

Comments

It is also known that libraries can be major elements in a plan for downtown revitalization. Libraries draw a crowd — large numbers of people use the resources, which appeal to people of all ages, interests, and income levels. The benefit to "Main street" merchants is the amount of walk-in traffic that results from the numbers of people using the library. If a downtown is vital, it also provides a pleasant setting for the library.

The problem for the library at this juncture is that the Fulton Mall is not vital; indeed it is moribund. The revival of the mall is to some extent dependent on market forces — will it become an intense enough activity center so that people will come downtown again? The library will increase the success of the mall. If the efforts to revive the shopping and entertainment uses on the mall are not successful, the library could find itself in a somewhat isolated location, as it does currently.

The north end of the Fulton Mall is a quarter-mile walk, 15 minutes from the new museum complex. One question is whether the library at this site is a powerful enough destination to benefit both the Fulton Mall and the museum complex.



SITE B
FULTON MALL EAST



SITE B FULTON MALL EAST

DESCRIPTION OF SITES - SITE C: Mariposa Mall

This site includes the current library and expansion site to the south, and is bounded by Mariposa and Tulare Streets on the north and south side and by O and N Streets on the east and west sides.

Discussion of Criteria

1. Size –107,888 square feet total, of which 26,800 square feet comprises the ground floor of the existing building which would have to be remodeled and connected to new construction or demolished to allow a more efficient ground floor plan.
2. Compatible Uses – The library is currently located in the government center on Mariposa Street in the central block of what is a combined city, county, state government office mall with significant public safety, trial and sentencing facilities mixed in. The historic Fresno water tower is across from the library in a block that accommodates surface parking. For some years now it has been the intention of the city to create a park on this site, Eaton Plaza, to complete Mariposa Mall in front of the library and to improve the visitor potential to the water tower. The Masonic Auditorium is across the street from the library. It too has potential for upgrading if appropriate uses are found for the building.
3. Security – The Government Center is empty after business hours, and there appears to be some traffic that is not particularly desirable because of the courts and police station nearby.
4. Liens demolition – County owns the property occupied by the library.
5. Utilities – Telecommunications access is excellent
6. Transit – Near transit hub
7. Street access – Four sides
8. Toxins – Not determined at this time
9. Seismic characteristics – Not determined at this time
10. Ground water characteristics – Not determined at this time

The area is formal and has a garden-like setting, used mostly by people on a lunch break. There is not much life in the area after business hours because office and court facilities are closed. The library's current site, which is definitely not active after business hours and weekends, has a strong base of patrons among people who work in the various government buildings on the mall surrounding the library. A new Federal Courthouse is to be constructed across Tulare Street, which will increase the number of people in close proximity to the library during business hours. In addition, the site has civic dignity and is close to two under-utilized amenities of Fresno, the water tower and its projected park, as well as the civic auditorium.

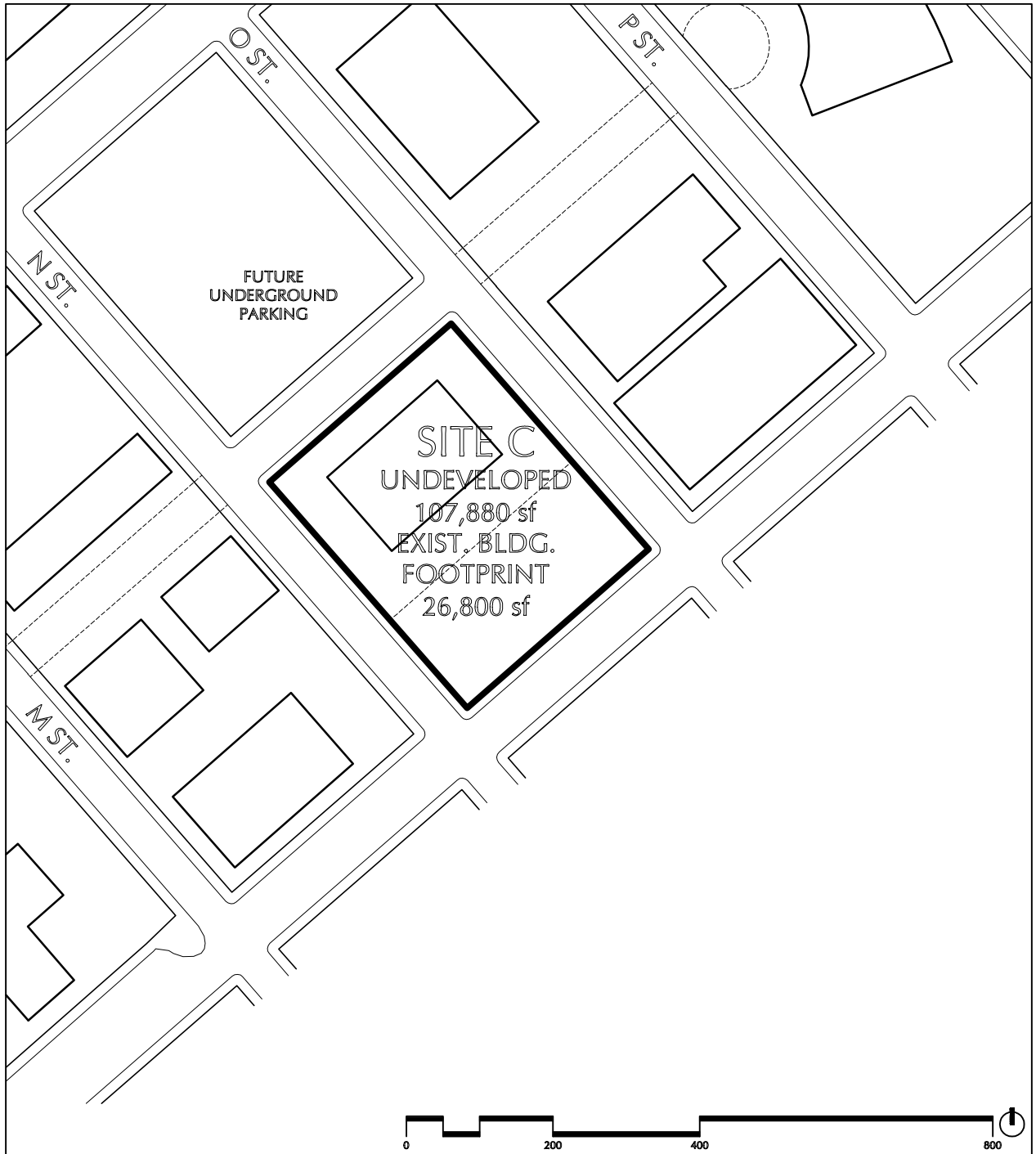
Comments

The site has the advantage of familiarity and the potential cost savings of reusing the existing building. The residual value of the existing building requires further study. Retrofitting and renovation of library spaces might be 100% of the cost of new construction. However, the library needs to be relocated temporarily to another site during construction, which could offset the cost savings. The cost of the move and the rent for the

temporary library needs to be considered in the evaluation of this site. The library would remain in operation and move only once in the case of other sites. If moved the current site is then available, and is therefore an economic asset to help fund a new site and building.

The government mall is an attractive pedestrian area with excellent landscaping. The city intends to locate a park across from the library with parking below grade, which could be sized to serve the library. With the water tower, the Civic Auditorium and the park, the site would seem to be a good one.

The consultants' concern about this site is that the other government entities 9-5 operations and their missions do not depend on weekend and evening walk-in traffic, as does the library's. The plans involve a great deal of open space, which is not really managed by any one of the entities on the Mall. Because the library is open many more hours it may experience the negative aspects of the under-populated government center, as in the San Francisco Civic Center, which is renown as a homeless encampment.



SITE C MARIPOSA MALL



SITE C MARIPOSA MALL

LIBRARY GOALS, OBJECTIVES, AND CRITERIA

Having completed a preliminary identification of sites, the consultants developed a set of goals and criteria pertaining to the library's operation, including key concepts for the form and configuration of the building to test which of the sites could best accommodate the library. In no particular order of importance, the goals are as follows:

GOAL 1: TO ASSURE SAFETY TO PATRONS, STAFF, THE COLLECTION, AND EQUIPMENT

Objective: Seismic Safety For The Public, Staff and Library Materials

Criterion 1.1: Potential of site/ building for safety and seismic stability to protect assets, staff and public

- Factor: Character of soil conditions, including localized geotechnical conditions, including existence of fill, bay mud, sand, rock, etc., and extent of potential for slippage, or liquefaction during major or great earthquake
- Factor: Adequacy of existing building structure for different "design scenarios"
- Factor: Potential for affordable structural upgrading or design to meet stringent protection requirements of a central library and headquarters
- Factor: Risk of damage from seismic events
- Factor: Risk of damage from slope instability, groundwater incursion, flooding, etc.
- Factor: Absence or extent of underground water or other similar potential risks
- Factor: Potential for achieving required structural forms which enhance safety

Objective: A Facility Free From Hazardous Materials

Criterion 1.2: Level of cost to abate hazardous materials

- Factor: Existence of hazardous materials and toxins, including chemical, metal, mineral, or other soil contaminations, and extent of pervasiveness, costs of removal, etc.

Criterion 1.4: Ability of emergency services, especially fire, to respond to emergency situations

- Factor: Existence of fire protection access corridors and staging areas
- Factor: Distance from nearest fire station

Objective: A State-Of-The-Art Security System

Criterion 1.5: Ability of site/ building to assure optimum public safety

- Factor: Size/ shape of site/ building
- Factor: Level of crime in area

Factor: Orientation of building walls and entrances

Objective: Improved Delivery, Movement, and Handling Systems

Criterion 1.6: Ability of site/ building to assure adequate and efficient internal traffic and loading areas

Factor: Sufficient internal space of an additional 10-20% of building square footage for site access, loading, and unloading

Factor: Configuration of streets and alleys in area

Factor: Relationship to major thoroughfares

Factor: Distance from adjacent structures

GOAL 2: TO IMPROVE PUBLIC ACCESS

Objective: Provide Convenient and Agreeable Access For All Patrons

Criterion 2.1: Library to be at a location that provides optimal accessibility for all visitors, by transit, vehicle, bicycle, or walking at all times of the day and week

Factor: Length of time-distance travel for all potential user groups and city residential areas

Factor: Location at a site which provides an appropriate balance of transportation modes

Factor: Proximity to transit systems with sufficient capacity to serve projected users and staff

Factor: Distance from stations or stops of bus system

Factor: Proximity to parking garages with existing remaining vehicular capacity at times of peak minimum attendance

Factor: Distance from, or adjacency to, major vehicular, bicycle, and pedestrian thoroughfares

Factor: Dependence upon arteries with adequate vehicular capacity not lessened by points of congestion, with immediate access to at least two major streets

Factor: Number of points of public access, including pedestrian access

Objective: A Fully-Accessible Facility For The Disabled

Criterion 2.2: Ability of building to provide handicapped-accessible approaches, entries and other means of movement throughout the building

Factor: Size / shape of site / building

Factor: Availability of drop-off points

Factor: Absence of difficult changes in elevation or circuitous pedestrian ways on site and from access points to building

Objective: Improve Public Transportation And Auto Access

Criterion 2.3: Assure that library is located within walking distance of parking spaces and/or garages which, with public transit, can accommodate the vehicles of a substantially increased number of library users and staff

- Factor: On-site capacity of off-street parking for 500-600 cars either in separate structure, as part of library building, or in nearby existing parking areas.
- Factors: See Criterion 2.1, above

Criterion 2.4: Assure that the functional and operational needs of the library are met for transfer and delivery

- Factor: Existence of separate right(s)-of-way and needed turnaround areas for truck loading and other internal library needs
- Factor: Suitability of location of loading and transfer docks

GOAL 3: TO ACCOMMODATE GROWING LIBRARY COLLECTIONS SERVICES, TRAINING, AND WRITING SPACE

Objective: To Satisfy Space Requirements Of The Program Through 2050 And Future Expansion Thereafter

Criterion 3.1: Ability to accommodate specialized areas for development of collection

- Factor: Size / shape of site / building
- Factor: Opportunity for future expansion of original building size of from 50-100%

Objective: To allow the library to create or project its identity, allow design flexibility, and be able to reflect the library's vision of welcoming patrons of very diverse backgrounds and expectations.

Criterion 3.2: Ability to convey sense of worthiness of the library as an important cultural institution and accommodate special areas for training, after school homework centers, career center, display, meeting rooms, and leased space for events

- Factor: Size / shape of site / building
- Factor: Level of amenity of setting
- Factor: Absence of conflicts with surrounding elements, including land uses and operating effects

GOAL 4: TO ENHANCE THE LIBRARY EXPERIENCE

Objective: Assure A Pleasurable Experience For Library Users

Criterion 4.1: Ability to create a building that projects its identity and reflects the vision of welcoming a diverse group of patrons.

Criterion 4.2: Avoid or lessen conflicts with activities or physical conditions in surrounding areas

- Factor: Incidence and seriousness of adjacent or proximate land use in incompatibilities
- Factor: Seriousness of impacts from operating effects of surrounding businesses, facilities, and utilities
- Factor: Quality of views from building
- Factor: Amount of ambient light and air

Criterion 4.3: Enhancement of library use as a cultural experience – a destination worth coming downtown to use

- Factor: Ability to combine library visit with visits to other attractions and compatible activities

Objective: Expanded User Services At Entry

Criterion 4.4: Potential for site/ building to have a succession of entry experiences, which include a public galleria, coat check Area, security personnel, information lobby prior to entering book security gates into library proper.

- Factor: Size / shape of site / building

Objective: An Improved Library Store

Criterion 4.5: Potential for site/ building to provide space, suitably located for maximum exposure and convenience

- Factor: Size / shape of site / building

Objective: An Improved Café

Criterion 4.6: Potential for site/ building to provide space, located maximum exposure and convenience

- Factor: Size / shape of site / building

Objective: A Garden or Shaded Galleria Which Accommodates Plants And Trees

Criterion 4.7: Availability of nearby or adjacent open space with potential for use as public garden, with an absence of disturbing noise, wind, and glare; cool in summer, warm in winter, and able to be used in the evenings.

- Factor: Amount of surrounding open space to buffer an urban setting, if any
- Factor: Sufficient space to create a shaded garden or galleria of approximately 30,000 (TBD) square feet
- Factor: Levels of impacting noise, wind and glare, ability to sustain major landscape elements

GOAL 5: TO BROADEN EDUCATION SERVICES

Objective: Inclusion of Multi-Purpose Educational Classrooms And Resources Center (Including Auditorium)

Objective: To Improve Opportunities For Obtaining State Grant Funds Under The Proposition 14 Library Bond Funds

Criterion 5.1: Assure that site/ building are sufficiently large to accommodate classrooms and training rooms, including an auditorium, career center, family literacy center, and the potential to provide secure access to such facilities at hours that may be different than library hours

- Factor: Size / shape of site / building

Objective: Expanded Collections, Orientation, Information, And Interpretive Spaces / Galleries, Incorporating New Technologies

Criterion 5.2: Ability to accommodate technologically advanced communication systems providing orientation, information and interpretation

- Factor: Size / shape of site / building

GOAL 6: TO PROVIDE PROGRAMS AND ATTRACT TRAVELING LIBRARY EXHIBITS

Objective: An Expanded Display Space For Local Cultural and National Traveling Library Exhibits

Criterion 6.1: Ability to accommodate a display and gallery space with adequate facilities for research, public use and contemplative reading

- Factor: Size / shape of site / building

Objective: Reputation As Nationally Recognized Library Facility With Assured Number Of Users And Researchers For Special Collections

Criterion 6.2: Ability to accommodate and stimulate a large number of users

- Factor: Size / shape of site / building suitable for Substantially Increased Use
- Factor: Potential for Crowd- Handling Efficiency

Objective: Expand Public Awareness Through Exposure To New Ideas And Cultures And Assure Secondary Benefits For Surroundings and City

Criterion 6.3: Potential as an attraction with a synergistic presence capitalizing on nearby activities

- Factor: Extent to which nearby restaurants and hotels benefit
- Factor: Projected amounts of increase in hotel taxes
- Factor: Potential for visitor base with diversity in character and location

GOAL 7: TO MAINTAIN ECONOMIC VITALITY OF THE LIBRARY

Objective: Design A Cost-Efficient Facility That Will Minimize Operating Expenses

Criterion 7.1: Ability to concentrate similar administrative and other activities

- Factor: Number of diverse locations of same activity
- Factor: Proximity of related activities

Objective: Increase Earned Revenue From All Income-Producing Activities

Criterion 7.2: Ability of site to optimize revenues by attracting users to patronize the bookstore and café, utilize event rental by assuring ease and access, public awareness and visibility, and projecting an inviting library “face”

- Factor: Projected attendance
- Factor: Level of public awareness of location
- Factor: Income levels of probable visitors
- Factor: Proximity of synergistic attractions
- Factor: Proximity of hotels and other cultural/ educational facilities
- Factor: Proximity of employment centers
- Factor: Proximity of other pedestrian-generating facilities
- Factor: Proximity of restaurants
- Factor: Proximity of community, recreational and urban services
- Factor: Proximity of bookstores and other cultural venues and stores
- Factor: Avoidance of proximity of facilities that compete for revenue and may lessen attendance
- Factor: Potential for non-library visitor patronage of store and café

- Factor: Potential for visibility and prominence of facility
- Factor: Potential for conveying welcoming, inviting appearance

Objective: Increase Rental Usage By Outside Groups, Particularly During Non-Public Hours

Criterion 7.3: Potential for creating dramatic, inviting event rental spaces

- Factor: Quality and number of available views
- Factor: Amount of natural light available
- Factor: Level of amenity of setting
- Factor: Number and convenience of drop-off points for catering and visitors
- Factor: Centrality of location for potential users, including local residents, conventioners, etc.
- Factor: Ability to provide access during non-public hours
- Factor: Available Public and Valet Parking

GOAL 8: TO SUPPORT THE CITY AND COUNTY OF FRESNO

Objective: Seek A Compatible And Synergistic Relationship With The Library's Neighborhoods

Criterion 8.1: Increase compatibility with surrounding areas

- Factor: Compatibility of Land Uses
- Factor: Compatibility of Physical Forms
- Factor: Blockage of Important views
- Factor: Points of conflict with traffic movements

Objective: Expand Contributions To Fresno Economy

Criterion 8.2: Extent of revitalization of surrounding areas consistent with city programs

- Factor: Potential for Reinforcing Renewal
- Factor: Opportunities for Employment Opportunities for City Residents
- Factor: Level of Stimulation and Support of Restaurants
- Factor: Level of Stimulation and Support of Hotels
- Factor: Level of Stimulation and Support of Retailing

Objective: Adhere To Public Policies

Criterion 8.3: Consistency with city master plan, other comprehensive plans, redevelopment plans, zoning, and sub-area plans

- Factor: Recency and Relevance of Planning Policy
- Factor: Divergence from Policy

Criterion 8.4: Public economic enhancement

- Factor: Sales and Property Tax Revenues
- Factor: Increase in Transit Usage

GOAL 9: TO ASSURE PROJECT FEASIBILITY

Objective: Expedite Approval Of Proposed building

Criterion 9.1: Avoidance of legal or processing problems

- Factor: Consistency with Fresno Master Plan and all elements
- Factor: Accommodation within existing zoning
- Factor: Legal clarity of ownership and tenure
- Factor: Number of needed permits
- Factor: Complexity of procedures and requirements
- Factor: Number of permitting agents
- Factor: Incidence and activities of interest groups
- Factor: Potential for litigation
- Factor: Implications of federal and state legislation
- Factor: Internal administrative requirements of agency with jurisdiction or ownership
- Factor: Prominence of roles of advisory or other citizen entities
- Factor: Likelihood of meeting fire and building codes
- Factor: Level of secondary and indirect costs of securing approvals and of planning, environmental, legal, appraisal, etc., professional costs

Criterion 9.2: Limiting costs and delay of acquisition

- Factor: Cost of site / building, reflecting relocation and disposition of existing facility, to bear reasonable relationship to benefits from new location
- Factor: Availability for acquisition by the county as part of library project.
- Factor: Cost of options or lease payments
- Factor: Cost of buying out existing leases
- Factor: Cost of exactions or dedications

Criterion 9.3: Limiting cost and delay of demolition and construction

- Factor: Cost of, or delay in, demolition
- Factor: Cost of construction
- Factor: Need for incurring special site-related costs
- Factor: Need for meeting special construction requirements
- Factor: Cost of architectural services
- Factor: Potential for archaeological finds

Criterion 9.4: Limiting cost and delay of relocation

- Factor: Necessity for interim library closure (total or partial) and corresponding loss of Patronage disruptions headquarters system operations
- Factor: Level of move-out and move-in costs

Criterion 9.5: Limiting cost and delay in securing adequate utilities

- Factor: Availability of adequate service by all major utilities

Criterion 9.6: Availability of financial support

- Factor: Potential for grants, subventions, or other financial assistance
- Factor: Potential for private contributions

Criterion 9.7: Likelihood of voter approvals

- Factor: Levels of neighborhood opposition
- Factor: Levels of interest group opposition
- Factor: Projected vote outcome

Criterion 9.8: Potential for future expansion in adjacent areas / building

- Factor: Anticipated sites for expansion

Criterion 9.9: Level of ease of construction

- Factor: Areas for construction equipment operation and movement, existence of disruptive utilities and utility easements, contiguity of potentially interfering structures, and suitable site drainage
- Factor: Absence of liens, easements, or rights-of-way, which could delay development
- Factor: Proximity of other buildings that may be adversely affected during construction

FINDINGS ON CANDIDATE SITES

The following chart shows preliminary findings on candidate sites. In addition to the analysis provided by Ripley Architects, a full report requires more analysis by county staff or consultants with the following capabilities:

- Structural engineers to address criteria dealing with seismic safety and construction feasibility;
- Real estate professionals to address property acquisition, feasibility, and financing;
- Construction cost estimators and planners to address construction feasibility; and
- Transportation Engineers to address traffic, parking and safety vehicle access.

The redevelopment agency in Fresno has been able to guide private, federal, and state project proponents to sites that are of interest to each. The location of the library is very important to the success of the library and to the future viability of the downtown. The consultants believe that systematic analyses of available sites will help the county and the community make the correct decision about the best place to locate this costly, but important investment in downtown Fresno.

COMPARISON OF SITES

Goal/ Criterion	Site A Uptown Cultural Center	Site B Fulton Mall East	Site C Mariposa Mall
Goal 1. ASSURE SAFETY			
1.1 Asset Protection	Requires assessment of seismic and geo technical conditions	Requires assessment of seismic and geo technical conditions	Requires assessment of seismic and geo technical conditions
1.2 Hazardous Materials	Determine cost of removal if any	Determine cost of removal if any	Determine cost of removal if any
1.3 HVAC Systems	Current technology can provided desired level of filtration, humidity control, heating, and air conditioning. Cleaner air.	Current technology can provided desired level of filtration, humidity control, heating, and air conditioning. Cleaner air.	Current technology can provided desired level of filtration, humidity control, heating, and air conditioning. Cleaner air.
1.4 Emergency Services	Determine location from nearest station, uncongested travel	Determine location from nearest station, uncongested travel	Determine location from nearest station, uncongested travel
1.5 Public Security	Fair security, activity at museums	Good security from AM until midnight	Poor security in evenings and weekends
1.6 Site Traffic/ Loading	TBD with more study	TBD with more study	TBD with more study
Goal 2. IMPROVE ACCESS			
2.1 Public Accessibility	Limited local transit, no regional transit; opportunity for future parking structure	Good local transit, no regional transit; opportunity for future parking structure	Good local transit, Amtrak within walking distance, opportunity for future below grade parking structure depends on development of water tower park
2.2 Handicapped Access	No major obstacles, drop off uncertain	No major obstacles, drop off uncertain	No major obstacles, drop off potential good
2.3 Transit Access	No bus center near by	Bus Center within 2 blocks	Bus Center within 2 blocks
2.4 Parking Access	Large at grade supply within walking distance	Good sites for parking structure nearby	Good sites for parking structure nearby
2.5 Operational Needs	Private loading opportunity to be determined	Private loading opportunity to be determined	Private loading opportunity to be determined
Goal 3. ACCOMMODATE LIBRARY COLLECTIONS AND SERVICES			
Collection and services	Program can be met	Program can be met	Program can be met
3.2 Worthiness to Donors	Association with Museums	Opportunity for different donors than museums	Opportunity for different donors than museums
3.3 Specialized Areas	Easily provided	Easily provided	Easily provided

COMPARISON OF SITES

Goal/ Criterion	Site A Uptown Cultural Center	Site B Fulton Mall East	Site C Mariposa Mall
Goal 4. ENHANCE LIBRARY EXPERIENCE			
4.1 Identity/ Image	May be blurred with Museums, unless entire complex is designed around shared spaces	Diverse urban texture and vehicular activity; "oasis" and open quality important	Identity of community and lively cultural center may be undermined by formal government buildings
4.2 Environs Conflicts	Compatible functional and physical setting	Compatible functional and physical setting	Compatible functional and physical setting
4.3 Environmental Amenity	needs major improvement	needs major improvement	needs major improvement
4.4 Entry Area Size	Program requirements can be met	Program requirements can be met	Program requirements can be met
4.5 Library Store Size	Program requirements can be met	Program requirements can be met	Program requirements can be met
4.6 Library Café Size	Program requirements can be met	Program requirements can be met	Program requirements can be met
4.7 Adjacent Open Space	Can be shared with museums.	Very Urban, usable open space on roofs and courtyards, gateway landscaping to downtown, but too much traffic for use	Government Mall is landscaped, requires development of Eaton Park and Mariposa Mall
Goal 5. FORM JOINT VENTURE EDUCATIONAL PROGRAMS WITH SCHOOLS			
5.1 Learning Spaces	Program requirements can be met	Program requirements can be met	Program requirements can be met
5.2 Advanced Technology	Program requirements can be met	Program requirements can be met	Program requirements can be met
Goal 6. PROVIDE PROGRAMS			
6.1 Library Size	Program requirements can be met	Program requirements can be met	Program requirements can be met
6.2 Visitor Accommodations	Anticipated to increase because of quality of library and other development	Anticipated to increase because of quality of library and other development	Anticipated to increase because of quality of library and other development
6.3 Environs Synergy	Synergistic presence with related attractions and visitor-serving uses.	Synergistic presence with related attractions and visitor-serving uses.	Limited synergy with government offices
Goal 7. MAINTAIN LIBRARY FINANCES			
7.1 Locational Efficiency	At center of city, county and region.	At center of city, county and region.	At center of city, county and region.
7.2 Library Revenues	TBD with more study	TBD with more study	TBD with more study
7.3 Rental Revenues	TBD with more study	TBD with more study	TBD with more study

COMPARISON OF SITES

Goal/ Criterion	Site A Uptown Cultural Center	Site B Fulton Mall East	Site C Mariposa Mall
Goal 8. SUPPORT FRESNO			
8.1 Compatible Surroundings	Compatible functional and physical setting	Compatible functional and physical setting	Compatible functional and physical setting
8.2 Consistency with City Programs	City recommends intensification of cultural district	To be determined	Expansion site promised to State Courts
8.3 Consistency with Public Plans	No Plans on record	No Plans on record	No Plans on record
8.4 Public Economic Enhancement	To be determined	To be determined	To be determined
GOAL 9. ASSURE PROJECT FEASIBILITY			
9.1 Project Processing	To be determined	To be determined	To be determined
9.2 Acquisition Costs/ Delay	To be determined	To be determined	To be determined
9.3 Construction Costs/ Delay	To be determined	To be determined	To be determined
9.4 Relocation Impacts	To be determined	To be determined	Requires temporary building and two moves
9.5 Utilities Implications	To be determined	To be determined	To be determined
9.6 Financial Support	To be determined	To be determined	To be determined
9.7 Public Approvals	To be determined	To be determined	To be determined
9.8 Future Expansion Space	Good expansion space	May be limited by other development	Limited expansion space
9.9 Ease of Construction	To be Determined	To be Determined	To be Determined

OCCUPANCY BY STAFF AND PATRONS

Patrons: The quality of the public space is as critical as the quality of the collection. A variety of public seating and workspaces are necessary to enable maximum access to and use of the collection. The Central Library currently provides a large meeting room for library programs and general public use, group study tables and workstations which access online services including library catalogs, electronic databases and the Internet. These facilities are not necessarily located adjacent to appropriate collection resources or staff.

In the new library, a comprehensive range of public accommodation is provided, organized into a mix of clusters and decentralized stations, located adjacent to the appropriate collection resources and staff services, as follows:

- Distributed and clustered technology areas for photocopiers, scanners and fax machines, multipurpose PCs and printers and microfilm/fiche, disabled access, video and listening stations
- Group technology and training spaces
- Group study spaces
- Individual carrels and study tables, wired for network access and PC use
- Individual casual seating
- Meeting rooms
- Auditorium

The base population for Fresno County in the year 2001 was of 823,000 for the county and 441,000 for the city of Fresno. Commonly used planning standards indicate that a central Library should include approximately three public seats or workstations per thousand population (Beckman). This ratio includes most meeting spaces, technology access points and seats; and excludes facilities that are not utilized primarily for library functions. Using the above standard and based on the County population, the library should provide 2,469 seats; if the City population alone is used the library should provide 1,323 seats to serve the city. This program includes approximately 1,500 patron seats, including network-capable seating and electronic workstations.

The building should accommodate the large volume of pedestrian traffic generated, both in terms of people approaching the site and internal organization. Additionally, the facility should minimize frustration with finding one's way through the building.

Daily Visitors: The potential volume of people visiting the new library is estimated to increase by at least 30% and probably more. This includes recurrent visits by patrons and visitors through the course of a day. The planning and design of the facility should instill community pride in the library and promote the feeling that each patron has been served.

The Short-Term Patron: This group comprises a portion of the library's daily patronage. They are patrons who enter the library for a brief period of time to return materials, pick up reserve books, or obtain quick information or reference data. Typically, these patrons stay in the library about 15 – 30 minutes. Components for more short-term patrons are on the lower floors.

The Long-Term Patron: The new, larger and better-equipped library facility will attract an increased number of long-term patrons who have very little place to sit in the current library. This group of patrons comes to the library for extended periods of time to browse the collections, read, use other materials in the library, use A/V and computer equipment, or do extended information or reference searching. Components for more long-term patrons are located on upper floors.

Vendors: This group may use either the main entrance or the staff entrance, whichever is more convenient and/or depending upon library policy. Included in this group are persons coming to the library on business such as sales representatives, service vendors and delivery drivers and maintenance personnel.

Staff: The number of staff and the type of seating provided for them is described in each subcomponent description in Section 6. In the new library, staff for both the Central Library and the system are expected to be located in adjacent office areas close to their respective collections. Staff workstations should be flexible, accommodate new technologies and provide ergonomic and appropriately sized workspaces. There will be staff workstations in both public and non-public areas of the library. These should generally be contiguous for operational efficiency. In the future, these services will require a sophisticated and comprehensive range of accommodation organized into categories that will include the following, adjacent to the appropriate collection resources and public service points:

- Public service desks
- Private offices
- Shared office spaces with systems furniture
- Meeting and conference rooms
- Multipurpose workrooms with systems furniture and countertop work space
- Security center
- Main sorting room with robotic sorting/RFID technology (such as Tech Logic) in storage areas
- Support services component (Technical Services) with individual workstations and technology support
- Cooperative Library System component (SJVLS) with individual workstations, technology support, and meeting rooms
- Distributed janitorial and storage system
- Delivery and receiving space with adjacent storage areas
- Bookmobiles

Outreach: The new Central Library will attract many new users and visitors. However, the library should not overlook the outreach potential that will be created by the new facility; nor should the Library assume that communities who have not fully benefited by a Central Library in the past will automatically be drawn to the new library. Outreach efforts could include:

- The new Main Library will serve as a timely marketing vehicle to promote the Library's collection, services, and programs to the general public and to targeted communities.
- The whole library system will take advantage of the outreach opportunities generated by the new Main Library.
- Traditional outreach efforts will be complemented by "electronic outreach" via the Web

TYPE AND SIZE OF COLLECTIONS

The arrangement of the collection will create logical adjacencies that connect the collection together as a whole and enhance its accessibility for the public. The Central Library will need particular areas in which to showcase the library's holdings and resources, in order to appeal to specific patron groups. Examples of these areas include a browsing area for the display of new materials, a browsing library, a children's' library, a young adults area, attractive display space for browsing periodicals, the World Languages collection, business materials, travel, parenting/child development, consumer information, children's folk and fairy tales, and business information (e.g., census data, real estate transactions, sales of businesses, etc.). All of these areas will include both print and electronic resources.

The non-fiction collection will be organized in a straight Dewey run

- 000s-900s and biographies

Other areas will include:

- Browsing
- Fiction
- AV
- Children's library (all formats)
- Young adults
- Periodicals (current issue and recent back issue)
- Reference
- Government documents
- World languages
- Special collections
- Bookmobile collection
- Career collection

Non-circulating collections will be comprised of the following:

- Reference
- Government documents
- Periodicals (housed in a mix of open and closed stacks; retrieval upon request for some items; developed with sufficient flexibility to allow for possible transition to a more fully circulating collection in the future, as in removing a wall).
- Special collections: Saroyan collection, genealogy collection
- California History collection – the place in the community where the public can find material about Fresno and the San Joaquin Valley.
- Storage collection will be comprised of materials useful for reference, but primarily for secondary reference by SJVLS.

Collection Size

The Fresno Library collection is undersized when compared with other US city and county library systems serving comparably sized populations, which possess comparable levels of financial resources.

In the last several years, the library has begun to augment its collections; however, growth of many collections has been limited by the size and capabilities of the current Central Library facility. Based on meetings with and information provided by Library staff, along with information regarding publishing trends and the Fresno community's demand for information and reading materials, the following summarizes the major directions in collection development that will be utilized in planning.

Over the life of the building, the Central Library collection as a whole is expected to approximately double in size, providing a collection with depth and comprehensiveness. The special collections consisting of the California, Genealogy, etc. collections are expected to grow at a faster rate than the balance of the collection.

Print collections will be accompanied by an ongoing investment in electronic publishing, especially in the areas of adult reference and nonfiction.

Partnerships with Educational Institutions: In keeping with the Library Bond Act of 2000, the library will form a joint venture project with the educational community. Joint venture projects consist of one or more of the following services: a computer center, a family literacy center, a home work center, a career center, shared electronic and telecommunication library services, subject specialty learning centers, other library services.

TECHNOLOGY

The new Central Library will significantly increase both in-building computer access and Web-based services to meet community need and demand. Technology training of both patrons and staff will play a primary role in service delivery; patrons will be empowered to navigate independently through the wide spectrum of

online and electronic library resources. The library will offer an important technology access point for members of the community who may not otherwise have such access. The Library will accompany the construction of a new Central Library with a commitment to eGovernment services by offering a strong virtual presence in the community as well as numerous computer-based, self-service opportunities in the new “bricks and mortar” facility. In a new Central Library, modern information technology will support and expand library functions in a number of areas:

- Digital collections – Industry analysts estimate that eBooks, online journals, and similar digital materials will account for approximately 10% of English-language publishing by 2005. While not all of these items will be suitable for public libraries, it is clear that a significant number of the library’s future offerings will be provided in digital form.
- Customer service and convenience – The new Central Library will incorporate both self-service and point-of-sale computing to expedite navigation, retrieval, check out, and other customer service transactions. Wireless communications will allow staff to serve library users anywhere in the building. Workstations and print facilities will be provided in sufficient numbers to accommodate user demand.
- Enhanced online access - The Central Library facility will house the systems required to project the library into the community as a virtual or iBranch. A robust Web presence will enable citizens to interact with a wide range of library services from anywhere in the County, at any time of day.
- Information literacy and learning – In addition to providing computerized materials and services, the library will be equipped and organized to offer both group training and individual coaching in how to use modern information resources to best advantage.
- Inventory management and materials handling – Existing inventory management systems will be enhanced to further improve the efficiency of “back room” processes. Workspaces will be configured to allow Radio Frequency Identification-based security and circulation systems and robotic sorting systems.
- Staff productivity – Staff at all levels will be equipped and trained in the use of new technologies with the goal of making them as productive as possible. Staff tools, workstations and phones will be provided in sufficient quantities to prevent downtime/delays, and systems will be designed to minimize the risk of repetitive stress injuries or other ergonomic complaints.
- Network capacity – The Library’s fundamental role as the organizer and integrator of information resources will be supported by a fully integrated, flexible network of sufficient bandwidth to respond to growth and changes in service delivery patterns into the future.

Computer workstations: There is currently no formal planning standard regarding the number of public access computers in public libraries. This program provides space for 309 public access workstations. These computers will be used for access to the Library’s catalog, the Internet, online reference and full text databases, CD and DVD resources, streamed media, etc. In addition, the program requires that reader seating be wired to allow visitors to use their laptop computers.

Both OPAC and multi-purpose public access computer workstations will be located throughout the library. The units should be clustered for visibility by the public and placed with clear sightlines to public service points to allow staff to quickly help patrons at the machines. The orientation of each unit must avoid screen glare and must maintain a balance between visual surveillance from service desks to deter vandalism of the computers and a measure of privacy for the user. Frequently, two people will use a computer together, so generous seating and workspace at each workstation is important.

During the design phase, Library staff needs to be consulted regarding exact placement of computers. Special attention should be paid to flexible, secure, discreet wire management that is easily accessible to library staff

and acoustical shielding from the rest of the public space. Any furniture or casework meant to support computers, printers or similar equipment should have a matte (non-reflective) finish and should allow access to the equipment from both front and rear for servicing. Furniture design and dimensions should be such that fans on electronic chassis of desktop mounted equipment are at least 4" from solid surfaces, carrel walls, etc.

Printers: The library has several options for configuring printers to support patron and staff workstations. Local printers can be installed one-to-one with OPACs and PCs, or installed near workstation clusters and shared using local switches. Alternatively, networked printers can be installed in just a few locations in the library and print jobs can be routed to staffed or self-service remote pickup locations using print management software. Generally speaking, local or shared printers are a good match for rapid-turnover public workstations – standup stations, express stations, OPAC-only stations, etc. – and networked printers are a good choice for Internet access workstations, word processing PCs, etc. This is not, however, a hard and fast rule.

Final decisions on printer strategy are best left until after initial architectural plans have been developed and building circulation and adjacencies are better understood. Therefore, rather than select one approach to the exclusion of all others, this building program has been prepared using a mix of printer deployment strategies.

In public access areas space has been programmed for

- 1 local printer for each OPAC workstation
- 1 networked remote printer for every 4 multipurpose PCs in general collections and reading areas – these printers are collocated with public use photocopy equipment
- 1 shared printer for every 4 multipurpose PCs in specialized collections and reading areas

In staff areas, printer-related space has been programmed according to the specific requirements of the job to be performed, with most offices and cubicle workstations including 1 local printer for each PC, and counter workstations including 1 shared printer for 2-6 PCs. Special purpose printers (large format, etc.) have been included where appropriate to staff functions such as graphic design and duplication.

Public use printer to workstation ratios greater than 1:4 are of course possible, depending on available printer speed and actual print demand and use patterns. However, decreasing the number of printers beyond that proportion will not necessarily reduce space requirements; fewer, high use printers will require sorting and storing space for completed jobs and queuing space for pickup.

FUNCTIONAL ACTIVITY DESCRIPTIONS

Lobby/ Atrium, Auditorium and Meeting Rooms: The need for a public gathering place and cultural and intellectual commons for the technological/information age is great and growing and the Library welcomes its designation as a public forum in the community. As a primary fulfillment of the Library's mission, the Library will promote this dimension to the general public, government and community organizations. The large numbers of people who will use the Central Library will create a natural focal point of urban activity and a natural public meeting place. These activities will focus on the ongoing community dialogue concerning topics relevant to lifelong learning and public affairs, small group programs such as poetry readings, lectures and public information meetings, and cultural performances involving theater, music and dance. The room will be equipped with adjustable lighting levels, ceiling-hung video projection and infrared assistive listening device capability. The space needs to be wired and cabled to support a variety of audiovisual and telecommunications activities, including cable TV reception, distance learning events, video and Webcast programming and interactive demonstrations of online or Internet resources. It is envisioned that the Library's meeting rooms will be used for Library-sponsored programs as well as for programs presented or sponsored by community or non-profit organizations.

Circulation Services: Circulation Services manages the movement of library materials, including those being returned or checked out by patrons as well as those being returned from or delivered to branch locations.

These functions include checking out materials to Library patrons, checking in returned materials, pickup of reserve materials, and the movement of materials among the Main Library and the 38 branches, correctional facility libraries and bookmobiles. Circulation Services contains both a full service desk as well as self-service Express Checkout machines where patrons can check out their own materials. Circulation Services also helps orient visitors to the library, answers directional questions, monitors the theft security gates, checks out materials for patrons who do not wish to use the Express Checkout machines, issues library cards, processes overdue and other notices to Library patrons, assesses and collects fines and fees, explains Library policies and procedures regarding circulation and service hours and provides other assistance, as needed.

Circulation Services must be planned to manage the numbers of patrons entering and leaving the building with library materials, the volume of materials entering and leaving the building independent of the number of patrons (including materials moving to and from the branches) and the volume of materials requiring movement to and from the collection shelving areas within the building. Activity here will often be brisk and sometimes noisy. The space will need generous circulation space on both the staff and public sides of the service desk, with queuing space as well as acoustical buffering. This service area is also likely to be dramatically affected by ongoing automation, such as enhanced self-checkout of materials, portable point-of-sale checkout, and Radio Frequency Identification (RFID) check in, security, and inventory control.

The placement and nature of the facilities used by the public to return materials to the library must accommodate walk-up traffic as well as users who arrive in automobiles with different heights. Accommodating the drive up book return is a key building element and there must be adequate provision for users to maneuver to the drive up book drop. The book return areas must be sized to accommodate large volumes of materials being returned over extended periods when the library might be closed and, ideally, incorporate RFID technology so that materials are automatically checked back into the library when they are deposited in the book drops.

Book Returns: A drive-up book return unit (with two slots—one for books and one for nonprint media) that is easily accessible to motorists should be provided. The placement and design should be determined early in the design phase. It should be located where the vehicle or pedestrian can approach it without creating a traffic hazard. The drive-up unit should be located with the opening on the driver's side. It should be weather-protected.

The book and nonprint media return doors and associated conveyer system must direct materials into an enclosed space that is fire-rated, and must allow efficient processing of returns (discharging, sorting, and returning to the open shelves). The preferred scenario will allow materials to empty into the workroom, near a discharging station, where the books are checked in and sorted onto book carts for return to the open shelves. The system may be fully automated by the time the Central Library is constructed.

A separate book return (with two slots—one for books and one for nonprint media) is needed near the entrance to the library or at least clearly visible to patrons approaching the library. Contents should empty into or be mechanically conveyed to the staff workroom as indicated above. An internal book conveyance system to move materials from the book drops to the workroom will be needed if the slots do not empty directly into the workroom. The book drop room needs to be constructed to achieve a rated separation from the library, including systems that penetrate walls between the two areas, as required by state codes. Vandalism or fire sometimes occurs around book drops and must not spread to the library building.

Information Desk and Popular Library: The new Central Library will feature a browsing area that will reflect an appealing sampling of newer or current interest titles found throughout the Library. Although staff will be available to interact with patrons in a reader's advisory role, the desired atmosphere will be a collection that invites adult patrons to leisurely and independently explore this area. The most important feature will thus be the collection's "browsability". This area should have the atmosphere of a bookstore and can be located near the café and circulation desk. It should be located so that it is convenient for patrons to check out materials before they go to the café.

The browsing area will include the following materials:

- New titles: Fiction, Nonfiction, circulating magazines & some A V
- "Pick of the hits" (librarians' recommendations, New York Times lists, etc.)
- Topical or timely material that is not necessarily new, nor necessarily a best-seller
- Duplicate copies
- Local interest materials

The browsing area will be defined by the following service strategies and attributes:

- A collection designed for the independent library user
- A location near the Library entrance
- Providing a bridge and connection to the balance of the collections and services of the Library
- Emphasis on effectively displaying the collection
- A collection that is maintained regularly and kept well stocked
- Comfortable chairs
- Coffee shop adjacency

Fiction: This component may be considered the "living room" of the library and should be housed in an environment that celebrates the books and reading. It could have a place for readers to meet to discuss a book in a separate alcove with special detailing which provides a focal point for the room. A Readers Advisory service desk will be located near Fiction to guide readers in search of a good book.

Reference Services: The Library's Reference Services component underscores the unique role of the Central Library. Reference Services provides staff with professional expertise and specialized resources in all formats. In order to provide the public with information in answer to their respective questions, reference staff utilizes specialized materials from the reference collection, which includes print, nonprint and online formats as well as the circulating collection. The reference desk is the focus for patron assistance and needs to be close to the reference collection, the non-fiction collection and clusters of both online public access catalog workstations (OPACs) and the multipurpose PCs which provide access to the Internet and other online databases. Reference services include specialized sub-collection areas including business materials and career information.

Non-Fiction: The component houses the full non-fiction collection and should be located close to reference services. The reference services desk needs to be near non-fiction as well. Seating, display and multipurpose PCs are integrated with the collection in clusters and along perimeter windows rather than having a single large reading hall adjacent to the collections.

Magazines/ Newspapers: This component houses the main newspaper and magazine collections in unbound, bound and microform and electronic formats. Current titles are stored on display shelving. The microforms section has open public access, as does the area housing bound periodicals. A service desk shared with government documents serves this area. Seating in these areas is concentrated in comfortable group study tables and individual carrels.

Government Documents: The Fresno County Public Library is an official Federal Government Documents Depository; therefore the library obtains and makes available federal government documents, primarily those published by the U.S. Government Printing Office. The subject content of these materials may include laws, regulations, census data, statistics, agricultural and environmental information and consumer publications among other topics. Fresno County is not currently a U. S. Government Patents & Trademark Office.

In addition, under the California Governmental Code (Library Distribution Act Government Code sections 14905, 14906 and 14907), Fresno is a depository for state and regional documents. The library's state document collection is older and more comprehensive than the federal document collection. The library also acquires and houses other selected publications from city, county and regional sources.

Currently Fresno County acquires 20% of published U.S. Government Documents and 100% of the state published documents. Under federal and state depository requirements, the library is expected to provide "adequate facilities" for the shelving and use of publications. Depositories are also expected to make staff services available at no cost to the public. Fresno County processes a portion of the government documents in the government documents area, also according to depository regulations. Government publications are to be retained until the depositories are authorized to dispose of these materials.

Government publications are published in a number of formats including print, microfiche, maps, and CD-ROMs. The trend in government documents publishing is toward more electronic publications and services available over the Web, and the gradual replacement of print resources with online versions. Due to the size and complexity of this function and the requirement to maintain adequate public access to government published information, the future shelving and collection size requirements for the Fresno Public Library remain uncertain. Electronic resources such as GPO Access and other online access to government publications are already providing significant online access. The future size requirements for government documents should therefore be reviewed before the Central Library building design is finalized.

Children and Youth Services: The Children's area of the Central Library can be described as a "library within a library" and encompasses everything children need to have a complete library experience. The Children's collection is composed of reference and circulating materials of interest to children and to the adults and teachers who care for them. It includes the same range of media provided in the adult collection, including videos, audio books, CDs, etc. Enhanced programming activities will include: Storytelling, Children's theater, Puppet shows, Author visits, Art, crafts and cultural programs, Lectures, Tours and school visits.

The Children's area in the new Central Library needs a separate and distinct atmosphere from the balance of the facility. Children's Services will be a place for staff and child exploration, innovation and creativity and will play a leadership role in the exploration of progressive ways of providing service. Children's Services will introduce children to the range of services provided by the library system, with programs in technological literacy, as well as programs that use the spectrum of informational resources housed in the central collection. The service will also support the K-12 educational system. Youth Services will continue to act as a central resource in support of the branch system.

Young Adult Services: Services for Young Adults address the informational and social needs of those in grade 9 to grade 12. Young adults as a group generally have special social and economic concerns, special areas of interest, unique educational needs, specific needs for career information, and they seek, often simultaneously, both autonomy and guidance. Young adults are among the first to assimilate new technology. They require a sense of identity as a group if they are to feel at home in a large community facility. Seating will be varied including elements that may feel more like a café or "hangout". All elements should be flexible and perhaps include elements that are ephemeral, even faddish and which can be replaced when the next wave occurs. The area should have multipurpose PCs and its own AV collection and periodicals as well as being adjacent to adult fiction and AV.

Public Computer Lab: This component offers patrons scheduled and drop-in computer training facilities. Training by staff will focus on basic computer skills and the use of the Internet, library databases and the OPAC. Stations will also provide word processing and spreadsheet software. The lab will be configured to allow all or some of the workstations to be accessible to the public for general use if training is not in session. Staff at nearby public service points must easily supervise it.

Special Collections: The Fresno County Public Library maintains a separate area devoted to California/Local History, the Genealogy Services department, and a collection of materials and writings associated with the Fresno native writer William Saroyan, which are identified as the Saroyan Collection. The collection is statewide in scope including materials related to the San Joaquin Valley, Yosemite, and San Francisco.

Materials in these collections include a wide variety of formats. In addition to print materials and periodicals there are photographs, paintings, architectural drawings, maps, school yearbooks, county and city ledgers

and records, postcards, pictures and other art pieces associated with Fresno and California history. Other forms include micro code, census data microforms (fiche and film), Soundex cards, Cherokee rolls, and various historic ledgers and records used by genealogists. The Saroyan Collection contains papers, published print materials and manuscripts along with associated items. This area contains oversized materials and items that require flat storage. Materials are also stored in archival containers such as Hollinger boxes. Many of the materials in this area require a heightened level of preservation and security not typical of the library's other collections. These services are presently housed together and are staffed by a combination of Fresno County Library staff and volunteers from the Fresno County Genealogy Society.

Literacy Center: This area is a drop in center equipped with self-paced literacy training materials. Tutoring rooms and student-instructor workstations are also located here. This area houses its own browsing collection as well.

Group Study: The Central Library does not presently offer any group study spaces. Groups are accommodated in the public seating areas. There is a steady and growing demand for group study spaces in every contemporary public library. The library will need a variety of group study spaces throughout the library on all floors and in different size configurations. Group study rooms should be sized to accommodate groups of two, four and six persons. Noise control and security are an issue with group study rooms. Doors should have viewing panels and locks. Each space will be wired and cabled to allow laptop computer use. Expect that rooms will be used for literacy and tutoring activity, young adults with homework and school projects, home schoolers working on assignments and home based business owners working on projects, among other users.

Bookmobile: The library operates several bookmobiles that will be served and housed at the Central Library. The Children's Services bookmobile collection currently consists of 2,000 volumes and "read alongs" as well as cassettes. There is also a literacy bookmobile that will be housed at the Central Library. The staff will also be located at the Central Library. A Community services bookmobile is presently housed at a branch location but the staff will be likely to require some work space at the Central Library building although they are not likely to be housed at this location.

Administration: This area accommodates the senior administration of the Fresno County Library, the Director of the Central Library, as well other management personnel necessary to operate the Fresno County Library System, including the Business Office, Human Resources, and other institution-wide functions such as Facility Planning and Management, Staff Development and Training.

Staff Center: This area includes a lounge, kitchen, comfortable showering and changing facilities, the professional collection, and a staff training room.

Development: This component is distinct but closely related to Administration and includes the Friends of the Library and the Foundation and the Planned Giving Office. Increased emphasis on private giving will be necessary for the library to deliver the expanded array of services that it envisions.

Support Services: Support Services is a centralized service accommodating the acquisition, cataloging and processing of collection materials for the Library system as a whole. These functions are similar in that they deal with high volumes of materials moving into and out of workstation spaces, and in their reliance on specialized computer software.

- Materials arriving pre-processed (cataloged, with bibliographic records in machine-readable format ready for loading, bar-coded/RFID tagged and labeled) may require only modest handling before being conveyed to their service location or collection.
- Possible increases in outsourcing of selected cataloging and processing capabilities inherent in outsourcing or preprocessing may permit materials to be received, unpacked, and routed directly to their "home" collection.

Technical Support Services, sometimes referred to as Computer Services, in other libraries is a centralized service that supports the management, operations and maintenance, and evolution of the information and communications technology system for the Library system as a whole. Fresno outsources some of these activities to the San Joaquin Valley Library System while supporting others internally.

San Joaquin Valley Library System (SJVLS): SJVLS, a cooperative system with nine members in the six counties from Mariposa to Kern, locates its staff and administrative support for library services in the Fresno Central Library. Primary SJVLS services include advanced reference via the San Joaquin Valley Information Service, support for member library resource sharing, collaborative grant projects such as the Young Adult Services Institute, as well as library network and shared computer applications in support of member libraries. Spaces for staff, vehicles, meetings, computing and communications equipment are included in this area.

Building Maintenance: Maintenance is located at the central library, but serves the system as a whole. From a cost standpoint, the expense of operating and maintaining the central library alone will eventually exceed the first cost of construction. The design of the building should be such that operating and maintenance costs are minimized. In order to minimize operational costs, conscientious planning is required in the selection and installation of interior and exterior building and landscape materials. The program includes space for a relatively large number of in-house staff, which is described in detail in Section 5; the library will need to review outsourcing policies in this area.

Delivery and Mail: This function should be located sufficiently away from road intersections and far from Residential streets. Appropriate turn-around space or through access needs to be provided for bookmobiles, vans and fixed bed vehicles making deliveries to the delivery area. Library staff should determine the size of trucks and vans to be accommodated during the design process. Most libraries experience regular and irregular delivery service patterns. This area needs to accommodate 3 vehicles at the same time, under cover and secure. A handsome architectural wall constructed from the same materials as the library and landscaped setback should be provided to create an enclosed courtyard. The loading area has a number of activities related to trash and recycling that need to be finalized during any design process.

In an urban location, the library really does not have a “back side”; it presents itself to the public 360 degrees. Libraries also tend to attract “donations” some of which are legitimate and some not. Donors may leave boxes near a loading dock entry; allowing materials to become damaged if not picked up right away. An area near the loading dock should be dedicated to dumpsters (four) where garbage and trash from the library is deposited daily. A recycling storage and collection area for large amounts of newspaper and other recyclable materials should be located near the dumpsters and protected from the weather. The library also recycles books from the collection and needs a covered area for holding these materials until they are collected. The size of this holding area will be determined during schematic design; because of its size it should not be an afterthought. Adequate backing and turning space for garbage trucks is important. Attractive landscaping should hide the appearance of the dumpsters from public view.

The loading dock needs to be have restricted entry and should be staffed at all times, which requires the delivery offices and storage to be adjacent. Positive pressure must be maintained in the building mechanical system to avoid exhaust fume emissions entering the library through the delivery area. An adequate holding/receiving area inside the library will be necessary. Although the dock needs an adjustable apron for different sized trucks and bookmobiles, there should also be stairs for pedestrians and a ramp that does not have restrictive turns, because some material will be delivered by hand truck or pallet jack. All corridors in storage, delivery, and maintenance areas need to be wide enough, and the ceiling high enough to operation of a pallet jack, a forklift and a scissor lift. A separate staff entrance needs to be provided. The corridor from this entrance should provide fairly direct access to the mailroom, technical services and the sorting area/circulation department. Volunteers will access the building through this entrance before open hours.

Consideration should also be given to providing a secure delivery “lock box,” accessible from both the interior staff work area and the exterior of the delivery entrance, with capacity to house at least two days’

materials shipments. This lock box will allow unattended pickup and delivery of interlibrary loan materials and similar shipments by UPS or courier service.

Galleria, Parking, Library Vehicles:

First impressions are important. The approach to the library building and the galleria should allow patrons to flow naturally into a lively urban space, then into the library lobby through a secure entrance and interior of the building. The experience that individuals have as they come into the building will influence their use of the library and their impression of its services. Everything library patrons see and come into contact with should be logical, efficient and aesthetically pleasing. Key design challenges will be both integrating a wide variety of services in a large lobby, and directing patrons where to go next.

The galleria is a public space for gathering near the entrance to the building. This space should be able to accommodate a café and other lease-able space. If the library is to become a major cultural gathering place for the community, this area needs be more than just a formal civic entrance. It should function like an Italian galleria, such as the one in Milan or Naples, a place to go in all seasons and at all times of the day and evening. This type of gathering place will be more enjoyable if it is oriented to other downtown activities and amenities. It should have various kinds of seating, tables and a place for outdoor performances. The space should be covered and landscaped, cool in summer, warm and dry in winter.

The library building should be clearly visible to motorists and pedestrians approaching from any direction. Not only must the entrance to the parking lot be obvious but also the identity of the library should be clear before it is necessary to turn into the parking area. Signs must be well located, illuminated at night and easily read at an appropriate distance. Community and staff groups acknowledged the need to encourage and support mass transit efforts rather than the use of automobiles; however, all agreed that the availability of adequate parking is a fundamental element of library service in today's world. People do not currently use the Central Library due to the absence of adequate, safe parking.

A recommended motion to the Fresno County Planning Commission recommended a library parking standard for parking based on office occupancy. The standard would be set at one parking space for each 225 square feet of gross floor area for portions of the library containing books, reference tables, computer access areas and reading and study areas. In addition, libraries that contain a public meeting room would also have one space for every five (5) permanent seats or one parking space for every forty (40) square feet of floor area devoted to meeting rooms. Dedicated staff parking will be located in a parking structure and will need to exceed the number of staff by a factor of two to allow for schedule overlap.

ADDITIONAL EXTERIOR CONSIDERATIONS

Exterior materials and the interior finishes at places of transition from indoors to outdoors must be appropriate for the climate and environment of Fresno. The new library building must be oriented and planned to take maximum advantage of the site from the perspective of energy savings and views out. Key seating areas in the library need to have significant windows. Planning must be in conformity with the design and building codes and should afford safe, well-lighted access for persons of all ages and abilities. Clearly marked walkways from all site access points to the facility's entrance should be provided. Both adults and children might choose to bicycle to the library. There should be racks for a dozen bicycles convenient to the library entrance, but not in the way of pedestrian traffic. The racks should be sheltered from rain and be lockable. There should also be storage for strollers, skateboards and roller blades, which may require exterior lockers.

The principal incoming services to the building should be underground, such as transformers, valves and other utility elements that can mar the appearance of a site. The location of any new building services should be planned so as to minimize the need for relocation of existing utility lines if any future development is proposed, or else library services will be disrupted. Sufficient water and power outlets, of a tamper-proof

design, need to be provided on the exterior of the building, in addition to irrigation to allow for maintenance of landscaped and hardscaped areas.

INTERIOR CONSIDERATIONS

While function and cost are very important, libraries that are landmarks for their communities ultimately have a significant aesthetic component. In order to achieve a building design that is responsive to the total needs of the library and the community, functionality, cost and aesthetics need to be balanced through the processes of design, review and dialogue within the community. The new Central Library building should have an environment that delights the senses and stimulates the mind. The building's appearance and appeal should not only reflect contemplative, intellectual activities, but also more dynamic play opportunities in the children's area, meeting rooms that can be used for performance activities and spaces throughout the library where small gatherings around a specific activity can occur. The library should be managed as community cultural center with a substantial budget for programming activities of interest to the community. The Fresno County Library's materials budget was restricted for many years and this is improving. Once the library is built, ongoing fundraising activities should assist the development of programs in the library.

The building should generate activity and display opportunities for intellectual inquiry and the movement of patrons and staff. It is important that first-time patrons and infrequent patrons not be overwhelmed upon entering the building. Rather, the building's environment and ambiance—especially the lobby and entrance—should be designed to convey an inviting sense of warmth, and clearly demonstrate where to go for various services. Patrons should be able to become acquainted with the building's interior at their own pace. Some patrons may choose to utilize the signage and to make their own way to the areas of their choice without assistance. Others may seek staff assistance immediately.

Upon entering the building lobby, patrons and visitors should be able to easily discern the major areas of the library they are seeking, such as the circulation desk, online public access catalogs (OPAC), reference desk, periodicals area, and children's area, with a minimum of time and staff assistance. This can be accomplished through a combination of lighting, traffic patterns, floor treatments, furnishings layouts, effective signage and graphics, and a building directory—possibly electronic. Signage and graphics should guide persons to major areas of the building and provide detailed information about the respective areas when they are reached.

FLEXIBILITY AND EXPANDABILITY

While public services should occupy clearly delineated spaces, the building should be flexibly planned with service desks that can be easily reconfigured and perhaps located so that architectural or design features do not become obstructions. Over the life of the building many changes will happen in the delivery of library services, and the building needs to allow for new functional components to emerge and be accommodated, even as others disappear. The program allows some growth for collections and furnishings. The library's growth and design strategy for the 75-year period after construction should consist of policies to weed collections; replace back files of print materials with electronic resources as appropriate; build additional branches; and ultimately—if the library grows beyond capacity—to separate public services from headquarters functions to allow public service expansion into some of these areas.

The structure for the building will have to accommodate a mix of space and loading conditions. The selected system should integrate well with the architectural design and provide a lightweight, repetitive, and economical solution to the program requirements. The structural system should provide a floor loading capacity for 150 pounds psf (live load) throughout the building. This allows the use of 90" freestanding steel shelving. Where compact shelving is used, the requirement is 300 psf (live load). Because of a library's many open interior areas, the ceiling height in public areas should be not less than 11 feet. The modulation of floor to ceiling dimensions within portions of the library building (over service counters, within the main lobby, and in exhibit areas) is desirable.

This building program also assumes that the need for electronically supported services is likely to increase over time. Therefore both the overall Library facility and specific systems must be sufficiently flexible to allow the Library to install additional computers and servers if necessary.

SIGNAGE AND WAY FINDING

To patrons who use the library the public service components should be clearly delineated in space, so that the specialized assistance and information available in any component is easy to find. From the perspective of administering the library, these components need to be seen as a way of organizing the services to enhance the ease of using the library—not as departments competing for funds, collections, staff or space.

Exterior Signage: Signage on the exterior should reinforce the identity of the library. Library hours should be indicated. It is also recommended that the Library's Web address/URL be prominently displayed on the exterior of the building, to be visible from the street. In addition, an exterior sign that indicates whether or not the Library is currently open or closed is required. Exterior signage should be made of permanent materials that are protected from vandalism and graffiti. A method, such as changeable banners, should be available on the exterior of the library to announce special events.

A library should, partially, be a self-service institution. Graphics and signage that will assist the patrons to find a particular service or book with minimal staff assistance are essential. Graphics can be architecturally and aesthetically pleasing. The wide variety of services offered in libraries also requires explanation and graphic guidance. In many cases lighting, colors and furnishings will assist patrons in differentiating services. For graphics to work effectively they must be planned early in the design sequence so that lighting, furnishings, and graphics locations can be integrated and coordinated. In some cases, flyers, posters, maps and directions may be more appropriate than signs. Basic signs should be designed and installed so that trained staff can make changes with ease.

Graphic design, in terms of a signage system for both the interior and exterior and architectural design should be conceived and planned in concert to announce the library's resources and services. Signage must also comply with ADA guidelines.

Donor recognition needs to be planned from the beginning as well, and the project budget needs to include a line item for this element. A distinct signage system for possible contributors to the building is very important, so that donor signage is prominent but not confused with way-finding signage.

The new library should be planned to incorporate some original art for the interior and/or exterior, as well as rotating exhibits. Consideration should be given to different media, and to integrating art as part of the functional areas and furnishings. Nationally, general practice specifies that new public buildings should budget one percent of the construction cost for public art.

ACCESS FOR PERSONS WITH A DISABILITY

All libraries serve a broad spectrum of the community, including a person with permanent and temporary disabilities, a person young or old without the strength to open monumental doors, a person with a hearing impairment, and a person with limited or no eyesight who depends on special Braille instructions and audible signals. It has been estimated that 25% of the total population has been physically impaired at one time. Barrier-free design directly benefits all patrons, including the handicapped, by improving the general usability and safety of the building.

The entire building needs to be accessible and must meet national, state and local jurisdiction access codes. Aisles between stacks and carrels should be designed for optimum accessibility, and in this program have been set at 42 inches throughout. Drinking fountains, public restrooms, public telephones, selected computer workstations and other public service areas should be at a height that can accommodate wheelchairs. Furnishings will need to be adjustable to accommodate different types of mobility.

For many years architects have sought to design buildings, especially public service buildings, to be barrier-free. Federal, state, and many local governments have now provided standards and building codes to help remove barriers. The building and furnishing industries have also moved to provide new technology, equipment, and design features to meet standards and codes. These buildings should provide easy access to all who wish to use the library's resources.

For planning guidance and code information, the design architects should refer to the following publications:

The Americans with Disabilities Act (ADA), Titles 3 and 4, U.S. Department of Justice, 1993

Library Buildings, Equipment and the ADA: Compliance Issues and Solutions: Procedures of the LAMA Buildings and Equipment Section Preconference, June 1993, American Library Association

ACOUSTICS

One of the critical factors influencing success of the library from the patron's perspective will be acoustical quality of the interior environment. This is important because of the acoustical conflicting use patterns experienced in most libraries that increase the potential disruption of work, studying, and reading. Today, trends toward open library planning and the increasing use of audio/visual and electronic equipment significantly complicate acoustic design.

All elements of the library's interior space play a role in optimizing its acoustical conditions—from the building's size and shape to the character of its floors, ceilings, walls and furniture. In order to identify specific acoustical treatment for the interior of the new library, an analysis of individual spatial conditions will be required during the architectural design process. A number of general recommendations, however, can be made.

To provide an overall level of ambient sound absorption, the provision of carpeted floor surfaces and a ceiling system with a high degree of sound absorption is highly recommended throughout the occupied area in the new library.

Care should be taken to acoustically separate the reading and study spaces from noise generating activity areas (i.e. mechanical equipment, printers, office machines, corridors, programming areas or areas of loud speech).

In the case of conflicting acoustical environments, the provision of full-height walls may be required. For library settings, it is frequently more feasible to isolate activity generating areas rather than acoustically sensitive study or work areas. Where the construction of partitioning is appropriate, a minimum sound transmission coefficient (STC) factor of 42 should be planned for private offices; 47 for study, work and meeting rooms; and up to 55 for computer rooms, restrooms, lounges and mechanical areas.

The use of modular acoustical panels between individual workstations is typical in staff departments and can adequately compensate for the absence of partitioning in combination with the right ceiling and carpeting.

SPACE FINISHES

The choice of interior finishes of the new library during detailed design will be largely a matter of aesthetics, functions, and costs. The durability and resistance to wear of the materials and finishes is important. Finishes should be selected that acquire a patina with age or require minimal maintenance. In addition, the acoustical performance, color fastness, texture, fire resistance, non-allergic qualities, anti-glare and anti-static qualities should be considered.

Floor Covering: Carpeted areas require less time for cleaning and maintenance than hard surface or vinyl flooring, which requires waxing, stripping and buffing. The extensive carpeted areas will require the purchase of commercial-grade carpet cleaning equipment for proper cleaning and maintenance. In restrooms and the staff break room, inorganic flooring or vinyl tile should be considered. Non-slip stone materials, terrazzo or other durable flooring surfaces will be suitable for the entrance lobby.

Wall Finishes: Vinyl wall covering and wall finishes with the following characteristics should be considered:

- Compliance with durability standards of ASTM F793 for Category III or better
- Mildew resistant
- Non-staining
- Performance enhancing coatings, such as Scotchguard

Also consider using heavy-duty wainscoting and corner guards for staff work areas, the receiving area, and other areas with high traffic of bulk materials.

SHELVING

Shelving will be located throughout the library. All book stacks must be wheelchair accessible, with aisles wide enough to handle a wheelchair and one passing individual. The stacks should be laid out in a logical and consecutive manner so the public can use them easily. Most shelving is to be standard library style shelving. Book stack designs should also include these considerations:

- A standard section of book stacks for this library will be three feet wide and 84 inches high, including the frame
- Stacks must meet seismic requirements
- A range of book stacks should be a maximum of eight sections long, if possible, to make it easy for readers to move from one aisle to the next
- Lighting must be provided throughout book stack areas that is adequate for reading the spines of books on the top and bottom shelves as well as those in between.
- Seating should not be combined within stacks, as this would require a wider aisle and larger, less efficient area. Seating areas can be alternated with stacks so patrons can find convenient seats near books.
- Backstops will be required for each shelf, with a few exceptions, to prevent books from being pushed through to the other side and from falling down behind sections.
- Aisles between ranges must be a minimum of 36 inches wide to meet the Requirements of the Americans with Disabilities Act. There is a movement to require the width of aisles to be 42 inches wide, which is a more comfortable standard. The 42-inch standard has been utilized in this program.

RESTROOMS

Public restrooms need to be near the entrance to the library and at a convenient location further in the library or on the second floor if required. There should be toilet stalls large enough for parent assistance in the children's room, and toilet fixtures need to be sized for small children. Surfaces should be finished with non-porous materials, such as ceramic tile. Floor drains are important. Toilet fixtures and accessories should be graffiti-resistant, vandal-resistant, and should include:

- Wall-mounted water closets and self-flushing urinals
- Ceiling and wall-mounted partitions with tamper-proof fasteners
- Partition doors with coat hooks
- Double-roll toilet paper dispensers
- A flat floor with a 1/2-inch marble door threshold for holding overflow water
- Mirrors
- Wash basins with automatic shut-off faucets set in closed cabinets for stability
- Foam or liquid soap dispensers located adjacent to wash basins so that excess soap is discharged into the basin
- Coin-operated sanitary napkin and tampon machines in the women's restrooms
- Electric hand dryers and paper towels in the public restrooms, but paper towels only in the children's and staff restrooms
- Adequate shelf space, including fold-down shelves in the toilet stalls, as patrons will be carrying books, purses, etcetera
- Accessibility for use by the physically handicapped, as outlined by applicable building codes
- Baby changing stations in the men, women's and children's rest rooms

MAINTENANCE

For ease of maintenance, the following general planning considerations should be provided:

- Floor bases that can be cleaned and resist scratches from the maintenance equipment
- Wall mounted toilet fixtures, drinking fountains, and other items
- Adequate sources of both hot and cold water for custodial use
- Ample electrical outlets for custodial use in corridors and large rooms, with 30 amp receptacles on 75-foot centers in all corridors to serve maintenance equipment. An outlet should be located near the door opening of each room or space
- Light fixtures for easy lamp replacement. If high ceilings are included in the approved design, lamps should be easily replaceable without mechanical assistance
- Paints that are durable and washable as well as other washable materials such as vinyl wall covering
- Full height tile for restroom fixture-walls
- Flush mount and wall mount data and electrical boxes – no floor “monument” style receptacles

ENERGY EFFICIENCY

The new library will probably be standing at least fifty years from now, in the year 2050. It is imperative that the building be designed for initial and future energy conservation. This calls for careful consideration of both passive and active energy conservation strategies. Incorporating these conservation features may increase the initial building cost, but the actual life cycle cost over the usable life span of the building can result in long-term savings. All systems should be designed to accommodate possible future corresponding technology; bear in mind when calculating heating and cooling requirements that each PC or laser printer produces as many BTUs as a person.

Energy Conservation and Maintenance: Energy conservation planning is a key element in reducing the long-term cost of facility operation. The approach of the design architect to energy conservation planning should be based on a comprehensive approach and should include exploration of alternatives for the purpose of energy conservation in the design of the Fresno Library. There are a number of strategies including the way the building is sited, the choice of materials, construction assemblies and decisions about lighting, heating, and ventilation

Life Cycle Cost Analysis: The building envelope and proposed mechanical and electrical systems should be thoroughly analyzed for life cycle costing using state-of-the-art computer programs and current energy costs. This analysis should be completed, while always being sensitive to the needs of the owner and architect, by responding with the most cost-effective design available. The intent of this process is not to reduce the first cost, but rather is intended to provide an overview of options available to the owner, as well as the initial and long-term costs associated with each choice.

The mechanical system must be adjustable by authorized staff. It must be efficient, yet effective so that operating costs are kept as low as possible. A mechanical system should not be located on the roof of the library building except in a separate mechanical penthouse. Prepackaged roof top units will appear to be less expensive. If adequate acoustic separation is part of the design for mounting prepackaged systems, the cost value of a separate mechanical room is often cost effective. Temperature and humidity standards need meet the standards for public buildings except in Special Collections, where archival standards should be considered.

The system should have enough redundancy so that a breakdown of one portion will not impair continuous airflow to the public and staff. In case of air conditioning failure, the system should be designed for outside ventilation using air handling units or operable windows. All filters should be located to be easily accessible for cleaning and replacement. Particular care should be taken that sufficient air conditioning thermostatic controls are provided and secured against tampering.

Library books, journals, and newspapers housed in the building create paper pulp dust. It is imperative that the HVAC system has air cleaners and filters that can effectively deal with the dust while maintaining the temperature and humidity requirements as specified.

Building Automation System (BAS): A building automation system should be considered. The system should comprise a programmable central monitoring control and supervisory system operated by staff, which incorporates and integrates various environmental control features.

POWER AND DATA COMMUNICATIONS

The new Fresno Central Library is envisioned as a modern, robustly automated facility, integrating power, telephone and data communications to support a full range of library functions.

Network: The new Central Library will incorporate a broadband network that will provide a signal switched facility offering integrated access to voice, high-speed data service, video-demand services, and interactive document delivery services, at speeds over 200 Kbps in at least one direction. A fiber optic backbone will support network pathways, with built-in redundancy to ensure uptime for all critical operations. Ample space will be allocated for systems maintenance activities, and for growth in the number and types of servers to be attached to the network. For security reasons, network access from the Auditorium and other areas available for after-hours use will be isolated from the Library's internal data network.

Cabling and Distribution: It should be assumed that all seats and workstations in the new library will require data and power connections. Most modern library facilities have very few full-height partitions in their public areas. Since walls cannot be used to distribute data and power to much of the interior, it is important to consider various floor distribution systems. A uniform under-floor distribution system (such as Square D trench duct, Roberson Tap Root III, WalkerDuct, Flexspace, Cablefloor or appropriate alternative) is recommended with a raceway configuration dimensionally compatible with the overall approach to interior space planning, i.e. shelving arrays and seating/workstation patterns. Mid-floor connections should be provided on a minimum 15-foot grid, and conduits/ducts/raceways should not be more than 40-50% full at initial installation. This system, combined with the provision of "wet" columns, will allow a suitable degree of flexibility over time with relatively moderate utility renovation cost associated with adjustments to library occupancy patterns.

High quality data and image communications will in the future be very much dependent upon the nature and capacity of the distribution system within the library. The building is to be wired with a fiber optic vertical backbone connecting server areas with at least one data distribution closet on each floor. Data distribution closets must be vertically aligned in the building, i.e. stacked one above another. IEEE approved Category 6 UTP cable will extend from the data distribution closets to the workstations. In the event that IEEE has not certified the Category 6 standard by the time of installation, wire that meets the proposed Category 6 standard should be used. The length of network cables in the building is not to exceed 100 meters. If distances to be traveled on any floor exceed 100 meters, an additional closet with a wall mounted rack for a switch will be required on that floor.

To take advantage of continued improvements in network technology and to avoid any incompatibilities between the building's cabling system and the computer equipment to be installed, final cabling specifications should be timed to coincide with final equipment selection, within 12 to 18 months prior to opening day. This will help avoid obsolescence problems that might result from specifications completed too early in the project.

Power conditioning: All servers and telecommunications equipment should be provided conditioned power on circuits not shared with other types of equipment. All computer workstations will require surge protection as part of the power supply and wiring. An uninterruptible power supply in each server room will sustain, at a minimum, all servers and designated critical library telephones and workstations for a period of no less than 30 minutes, or sufficient time to allow an orderly shutdown.

Outlets/connectors: Power/phone/data outlets will need to be precisely located with furnishings. The interior design and furnishings contract should proceed simultaneously with the architectural contract to insure the interface between furnishings and the data/power outlets is well coordinated. All connectors/jacks should be color-coded, tamper resistant, and accessible by library staff. Outlets away from walls and pillars should be flush floor mounted and capped.

Wireless: To allow maximum flexibility in deployment of staff and the delivery of service where it is most needed, the building should be "wireless-friendly" in all public and staff areas. All staff and public spaces must accommodate wireless devices without dead spaces. This is best accomplished with an open floor plan. Ceiling/plenum areas must accommodate both power and data cabling to connect wireless base stations. Fine grid metal in walls and metallic foil wall coverings can interfere with wireless signals and should be avoided. Final specification of shelving arrays and materials should also include testing for compatibility with wireless data transmission in stack areas. Additionally, electrical circuits in staff areas must be adequate to support wireless equipment recharge stations.

The principle incoming electrical and telecommunications service lines to the building should be underground.

FENESTRATION AND LIGHTING

Special attention must be paid to lighting in the library environment. The library will be open all seasons, day and night. Glare from natural light should be checked to assure it does not blind staff at service desks or the public as they move around in the building. If skylights or clerestories are part of the design, a computer model of the angle of the sun as the seasons change will assure that sun control is designed into the project.

The lighting systems for the building must be controlled centrally. The system must have a control panel, which can be set by authorized staff to turn lights off by zones according to the time of day or night. The control panel should be located near the circulation desk, but not visible to the public. A small closet near the circulation desk for the lighting control panel, the security system control panel, and the fire protection alert panel is desirable. It is important to have all building systems panels and alerts in the same area so staff members are not wandering all over the building to carry out various building-related functions. A variety of lighting conditions will occur with the new library.

Lighting fixtures in the library should be of a type and arrangement so that requested light levels will be achieved regardless of shelving and/or seating configurations. Variable lighting control will be required within selective areas of the library in response to new technologies involving image viewing, computer screen illuminating, and video displays. 30-40 foot-candles average illumination at desktop level will be required for public access computer areas.

Major considerations in fixture selection should keep the number of different types of fixtures to a minimum for ease of re-lamping. The use of prismatic lenses should be considered. Night lighting should illuminate the building at all times when the building is closed to the public. The night lighting system should also provide for safe staff egress.

A task-ambient lighting system should be used when ever possible in the library. This concept involves a lower overall foot-candle level within a space with work surface illumination enhanced by individual light fixtures. The task-ambient lighting system can often provide a high quality non-glare illumination with the potential for savings in energy costs.

Access to natural light from interior spaces is attractive in a number of ways, and should serve as a supplement to the building's lighting systems. Regarding the impact of perimeter glass upon the interior spaces, the treatment of glass on exterior wall surfaces must be given careful consideration and evaluation. Excessive amounts of direct sunlight can cause undesired glare for study and work activities. Also, the concentration of the ultraviolet spectrum in natural light can cause the deterioration of print material and bookbinding

PROGRAM AREA WORKSHEET

Note: See 'Generating Space' at the beginning of 'Section 5' for a detailed explanation of area calculation

COMPONENTS		Net SF	Gross Factor	Gross Factor Additional SF	Total SF
1 Lobby					
a.	Lobby	3,000	1.00	0	3,000
TOTALS:		3,000		0	3,000
2 Auditorium and Meeting Rooms					
a.	Auditorium Lobby	672	1.20	134	807
b.	Auditorium Seating	4,080	1.20	816	4,896
c.	Auditorium Stage	630	1.15	95	725
d.	Auditorium Kitchen	520	1.20	104	624
e.	Auditorium Support Areas	960	1.20	192	1,152
f.	Meeting Room 1	1,224	1.20	245	1,469
g.	Meeting Room 2	1,224	1.20	245	1,469
h.	Meeting Room 3	624	1.20	125	749
i.	Meeting Room Kitchen	208	1.20	42	250
j.	Meeting Room Support Area	180	1.10	18	198
TOTALS:		10,322		2,015	12,339
3 Leased Space - Café					
a.	Lease	3,000	1.00	0	3,000
TOTALS:		3,000		0	3,000
4 Circulation Services					
a.	Circulation Desk - Reserve Material	953	1.20	191	1,144
b.	Self Service	206	1.20	41	248
c.	Sorting Areas	1,078	1.20	216	1,294
d.	Interior Book Drop	200	1.15	30	230
e.	OPAC Terminals	390	1.20	78	468
f.	Circulation Workroom	388	1.20	78	466
g.	Circulation Services Office	989	1.20	198	1,187
h.	Storage (Industrial Type)	288	1.15	43	332
i.	ILL and Document Delivery Center	371	1.20	74	446
j.	Collection Agency Unit	181	1.20	36	218
k.	Exterior Book Drop	150	1.20	30	180
TOTALS:		5,194		1,014	6,213
5 Information Desk and Popular Library					
a.	Information / Advisory Desk	461	1.20	92	554
b.	Popular Library	728	1.20	146	874
c.	Audio Visual Collection	1,678	1.15	252	1,930
TOTALS:		2,867		490	3,358

PROGRAM AREA WORKSHEET

Note: See 'Generating Space' at the beginning of 'Section 5' for a detailed explanation of area calculation

COMPONENTS	Net SF	Gross Factor	Gross Factor Additional SF	Total SF
6 Adult Collections and Seating				
a. Readers Advisory Desk	565	1.20	113	678
b. Fiction and Non-Fiction Collections	42,975	1.15	6,446	49,422
c. Biographies	1,787	1.15	268	2,056
d. Mystery Science Fiction Western & Romance	1,021	1.15	153	1,175
e. Large Print	337	1.15	51	388
f. Paperbacks	408	1.15	61	470
g. Oversize Folios	139	1.15	21	160
h. Reader Seating	10,399	1.20	2,080	12,479
i. Staff Offices	295	1.20	59	354
TOTALS:	57,926		9,252	67,182
7 Reference Services				
a. Reference Services Desk	594	1.20	119	713
b. Reference Services Collections & Seating	4,306	1.20	861	5,168
c. Photo Copiers / Change machine	439	1.20	88	527
d. Reference Terminals	2,419	1.20	484	2,903
e. Business Reference and Services	2,140	1.20	428	2,568
f. Reference Oversize	33	1.15	5	38
g. Auto Repair	147	1.15	22	170
h. Telephone Book Collection	117	1.15	18	135
i. Career Center	1,555	1.20	311	1,866
j. Reference Services Conference Room	421	1.20	84	506
k. Reference Services File and Equipment Center	238	1.15	36	274
l. Reference Services Offices and Workroom	2,071	1.20	414	2,486
m. Telephone Center	259	1.20	52	311
TOTALS:	14,739		2,921	17,665
8 Magazines/Newspapers and Government Documents				
a. Magazines/Newspapers/Government Document Desk	246	1.20	49	296
b. Current Magazines/Quiet Reading Room (hinged)	360	1.20	72	432
c. Back issue Magazines & Newspapers	946	1.15	142	1,088
d. Newspapers	158	1.15	24	182
e. State and Federal Documents	18,624	1.15	2,794	21,418
f. Maps	940	1.20	188	1,128
g. Photocopy Area	386	1.20	77	464
h. Microform Cabinets	960	1.20	192	1,152
i. Magazine and Gov't Documents Office and Workroom	1,777	1.20	355	2,133
j. Terminal and Computer Stations	1,158	1.20	232	1,390
k. Reader Seating	2,099	1.20	420	2,519
TOTALS:	27,654		4,544	32,202

PROGRAM AREA WORKSHEET

Note: See 'Generating Space' at the beginning of 'Section 5' for a detailed explanation of area calculation

COMPONENTS	Net SF	Gross Factor	Gross Factor Additional SF	Total SF
9 Children and Preteens				
a. Children's Entrance	100	1.15	15	115
b. Children's Orientation Room	122	1.20	24	147
c. Children's Services Desk	302	1.20	60	363
d. Children's Nonfiction, Fiction Collections	5,344	1.20	1,069	6,413
e. Children's Reference	232	1.15	35	267
f. Children's Periodicals	53	1.15	8	61
g. Fairytale Collection Display Shelving Units	79	1.15	12	91
h. Paperbacks	1,809	1.15	271	2,081
i. Toys, puppets, AV, Non-Book	531	1.15	80	611
j. Parenting Collection and Seating	558	1.20	112	670
k. Picture Books	2,575	1.15	386	2,962
l. Magazine Reference and Audio Visual	858	1.15	129	987
m. Terminals and Equipment	2,089	1.20	418	2,507
n. Program Room - 1	1,655	1.20	331	1,986
o. Program Room - 2	1,655	1.20	331	1,986
p. Children's Offices and Workroom	1,559	1.20	312	1,871
q. Youth Services Offices and Workroom	1,951	1.20	390	2,342
r. Youth Service Conference Room	421	1.20	84	506
s. Youth Services Programming Work Room	380	1.20	76	456
t. Youth Services Programming Supplies Storage	395	1.15	59	455
TOTALS:	22,668		4,202	26,877
10 Young Adult / Teens				
a. YA Service Desk	531	1.20	106	638
b. YA Teen Collection Books	1,715	1.15	257	1,973
c. YA Paperbacks	455	1.15	68	524
d. Activity Center and Seating	1,581	1.20	316	1,898
e. Group Study Rooms	800	1.20	160	960
f. Homework Project Center	890	1.20	178	1,068
g. Programming Room / Storage	1,364	1.20	273	1,637
h. Terminals	980	1.20	196	1,176
TOTALS:	8,316		1,555	9,874
11 Public Access Computer Labs				
a. Public Access Computer Area	2,373	1.20	475	2,848
b. Technical Support	550	1.20	110	660
c. Technology Center Offices	323	1.20	65	388
d. Equipment Holding Area	210	1.15	32	242
e. Storage for Parts and Supplies	150	1.15	23	173
TOTALS:	3,606		703	4,311

PROGRAM AREA WORKSHEET

Note: See 'Generating Space' at the beginning of 'Section 5' for a detailed explanation of area calculation

COMPONENTS	Net SF	Gross Factor	Gross Factor Additional SF	Total SF
12 Special Collections				
a. Entrance	794	1.20	159	953
b. California Room - Periodicals Slant Shelving	2,378	1.20	476	2,854
c. California Room - Reference/Adjacent to services desk	738	1.15	111	849
d. California Room Microform Area	906	1.20	181	1,088
e. California Room Service Desk	1,687	1.20	337	2,025
f. California Room Support Area/Office	2,897	1.20	579	3,477
g. Vault - Flat Storage	1,149	1.20	230	1,379
h. Closed Stacks - Bound Periodicals / Newspapers	665	1.15	100	765
i. Closed Stacks - Ledgers/Yearbooks	109	1.15	16	126
j. Closed Stacks - Photographic	875	1.15	131	1,007
k. Closed Stacks - Folio	1,013	1.15	152	1,165
l. Closed Stacks - Hollinger Boxes - Archival - Manuscripts	280	1.15	42	322
m. Saroyan Center Entrance	82	1.20	16	99
n. Saroyan Reading Room - Custom Glass Front	718	1.20	144	862
o. Saroyan Conference Room	296	1.20	59	356
p. Saroyan Staff Office	182	1.20	36	219
q. Genealogy Services - Genealogy Books	4,671	1.20	934	5,606
r. Genealogy Services - Ready Reference	30	1.15	5	35
s. Microform Area	400	1.20	80	480
t. Genealogy Services Workroom	1,260	1.20	252	1,512
TOTALS:	21,130		4,041	25,179
13 World Languages				
a. Service and Reception Desk (Adjacent to Desk)	548	1.20	110	658
b. World Languages Collection - Books	3,081	1.20	616	3,698
c. World Languages - Periodicals / Newspapers	32	1.15	5	37
d. World Languages - AV	194	1.15	29	224
TOTALS:	3,855		760	4,617
14 Literacy Center				
a. Literacy Center Area	537	1.20	107	645
b. Tutorial Rooms	651	1.20	130	782
c. Staff Work Room	695	1.20	139	834
d. Literacy Storage	161	1.15	24	186
TOTALS:	2,044		401	2,447
15 Group Study Rooms				
a. Group Study Room - 2 person	180	1.20	36	216
b. Group Study Room - 4 person	223	1.20	45	268
c. Group Study Room - 6 person	274	1.20	55	329
TOTALS:	677		135	813

PROGRAM AREA WORKSHEET

Note: See 'Generating Space' at the beginning of 'Section 5' for a detailed explanation of area calculation

COMPONENTS	Net SF	Gross Factor	Gross Factor Additional SF	Total SF
16 Administration				
a. Reception Area	327	1.20	65	393
b. Library Director's Office	400	1.20	80	480
c. Associate Library Director's Office	180	1.20	36	216
d. Central Library Manager	143	1.20	29	172
e. Public Information Office	255	1.20	51	306
f. Administrative Work Area and File Storage	820	1.20	164	984
g. Board / Conference Room	945	1.20	189	1,134
h. Kitchenette	97	1.20	19	117
TOTALS:	3,167		633	3,802
17 Development				
a. Reception	446	1.20	89	536
b. Planned Giving Office	130	1.20	26	156
c. Foundations Offices	324	1.20	65	389
TOTALS:	900		180	1,081
18 Headquarters Offices				
a. Reception	446	1.20	89	536
b. Staff Development and Training	466	1.20	93	560
c. Facilities Planning	580	1.20	116	696
d. Volunteer Coordinator Office	273	1.20	55	328
e. Community Libraries Offices	938	1.20	188	1,126
f. Undesignated Librarian Offices	484	1.20	97	581
g. Conference Room	421	1.20	84	506
TOTALS:	3,608		722	4,333
19 Business				
a. Reception	327	1.20	65	393
b. Business Manager	130	1.20	26	156
c. Business Office	642	1.20	128	771
d. Human Relations / Personnel Office	130	1.20	26	156
e. Business Office Conference Room	421	1.20	84	506
f. Business Office Interview Rooms - 2	289	1.20	58	347
g. Business Office File and Equipment Center	304	1.20	61	365
TOTALS:	2,243		449	2,694
20 Staff Center				
a. Staff Lounge	2,492	1.20	498	2,991
b. Staff Kitchen	290	1.20	58	348
c. Staff Vending Area	175	1.20	35	210
d. Exercise and Shower	1,198	1.20	240	1,438
e. Computer Training	847	1.20	169	1,017
TOTALS:	5,002		1,000	6,004

PROGRAM AREA WORKSHEET

Note: See 'Generating Space' at the beginning of 'Section 5' for a detailed explanation of area calculation

COMPONENTS	Net SF	Gross Factor	Gross Factor Additional SF	Total SF
21 Support Services				
a. Support Services Office	349	1.20	70	419
b. Order Unit	1,631	1.20	326	1,958
c. Acquisitions	532	1.20	106	639
d. Catalog Unit	1,018	1.20	204	1,222
e. Linking	816	1.20	163	980
f. Processing	248	1.20	50	298
g. Repair and Mending	598	1.20	120	718
h. Gift Book and Transfer Book Shelving	248	1.15	37	286
i. Technical Support	676	1.20	135	812
j. Support Services Equipment Center	163	1.15	24	188
k. Support Services Conference Room	827	1.20	165	993
l. Support Services Storage	158	1.15	24	182
m. Collection Development Unit	1,489	1.20	298	1,787
TOTALS:	8,753		1,722	10,482
22 San Joaquin Valley Library System (SJVLS)				
a. Reception Area	327	1.20	65	393
b. Library System Administration and Offices	1,879	1.20	376	2,255
c. Workroom and Equipment Center	493	1.20	99	592
d. Conference Room	421	1.20	84	506
e. Break Room	333	1.20	67	400
f. Server Room	177	1.20	35	213
TOTALS:	3,630		726	4,359
23 Friends Area				
a. Friends Store	1,188	1.20	238	1,426
b. Sorting	408	1.20	82	490
c. Office	484	1.20	97	581
TOTALS:	2,080		416	2,497
24 Bookmobile				
a. Bookmobile Collections	742	1.15	111	854
b. Bookmobile Staff	454	1.20	91	545
c. Bookmobile Drivers / Assistants	471	1.20	94	566
TOTALS:	1,667		296	1,965
25 Delivery				
a. Delivery and Receiving	399	1.20	80	479
b. Loading Dock - 3 Vehicle	2,310	1.10	231	2,541
TOTALS:	2,709		311	3,020

PROGRAM AREA WORKSHEET				
Note: See 'Generating Space' at the beginning of 'Section 5' for a detailed explanation of area calculation				
COMPONENTS	Net SF	Gross Factor	Gross Factor Additional SF	Total SF
26 Security				
a. Front Door Security Kiosk	250	1.20	50	300
b. Back Door Security Kiosk	100	1.20	20	120
c. Office and Workroom	358	1.20	72	430
TOTALS:	708		142	850
27 Duplicating and Graphics				
a. Art/Graphics Office and Workspace	393	1.20	79	472
b. Duplicating Shop	536	1.20	107	644
c. Paper Storage and Publication Distribution	43	1.15	6	50
TOTALS:	972		192	1,166
28 Building Services				
a. Facility Management Office	328	1.20	66	394
b. Plans Area	330	1.20	66	396
c. Carpentry Shop	2,500	1.20	500	3,000
d. Machine Shop	0	1.20	0	0
e. Electrical Shop	0	1.20	0	0
f. Vehicle Shop	0	1.20	0	0
g. Paint Shop	362	1.20	72	435
h. Parks and Grounds	330	1.20	66	396
i. Equipment Storage	510	1.20	102	612
j. Locker Room	200	1.20	40	240
k. Trash Pick Up	350	1.20	70	420
TOTALS:	4,910		982	5,893
29 Maintenance				
a. Office	782	1.20	156	939
b. Workroom	225	1.20	45	270
c. Supplies / Storage	320	1.20	64	384
TOTALS:	1,327		265	1,593
30 Storage				
a. Equipment Supply Storage	1,000	1.20	200	1,200
b. Compact Shelving-Collection Storage	1,139	1.20	228	1,367
c. "Temporary Collection"	904	1.20	181	1,085
TOTALS:	3,043		609	3,652
31 Galleria, Delivery Court, Parking	(See 'Section 2 - General Requirements')			
PROGRAM GRAND TOTALS:	228,717		40,677	269,468
BUILDING SYSTEMS FACTOR:				1.20
PROGRAM SIZE:				323,362