



LIBRARY SYSTEM IMPROVEMENTS

Sean Reinhart, Interim Director of Library Services



STAFF RECOMMENDATION

LIBRARY SYSTEM IMPROVEMENTS PROJECT



Staff recommend approval of:

- Project scope
- Process
- Goals
- Timeline





GOALS



TWO OVERARCHING GOALS



- Long Term Goals
 - Develop and Construct 21st Century Facilities
 - Reduce City maintenance costs/reduce carbon footprint
 - Eliminate design deficiencies that hinder services
 - Improve operational efficiency
 - Create flexible, tech-infused community spaces to serve Menlo Park children and families now and for the next 75 years

- Short Term and Ongoing Goals
 - Address and resolve current deficiencies
 - Improve services within existing facilities
 - Limitations



SCOPE

PROJECT SCOPE - MAJOR COMPONENTS

Priority 1: New Belle Haven Library

- Develop and implement a comprehensive plan to design, finance, construct and operate a new public library facility to replace the Belle Haven Branch Library currently located on the Belle Haven School campus.

Priority 2: New Main Library

- Develop and implement a comprehensive plan to design, finance, construct and operate a new public library facility to replace the current Main Library on the Burgess campus.

Priority 3: Short-term improvements

- Identify and implement needed short-term improvements to current library facilities, services and operations to ensure the continuous provision of high-quality, modern and safe library facilities for Menlo Park residents pending the development of new facilities.



Main library – Science Night VI



PROCESS

LIBRARY SYSTEM IMPROVEMENTS PROJECT (LSIP)

- Implemented at Council's direction Oct 2017
- \$1M LSIP capital/design fund, \$140K improvements fund
- Advisory group recommendations
 - Library Commission
 - Belle Haven Neighborhood Library Advisory Committee (BHNLAC)
 - Other stakeholders
- Incorporates broad community input
- Expert consultation, best practices, quality data, future trends





PROJECTED TIMELINE

PAST

JANUARY 2015
OPERATIONAL AND
ADMINISTRATIVE
REVIEW OF THE
LIBRARY DEPARTMENT

PRESENT

FUTURE



PAST



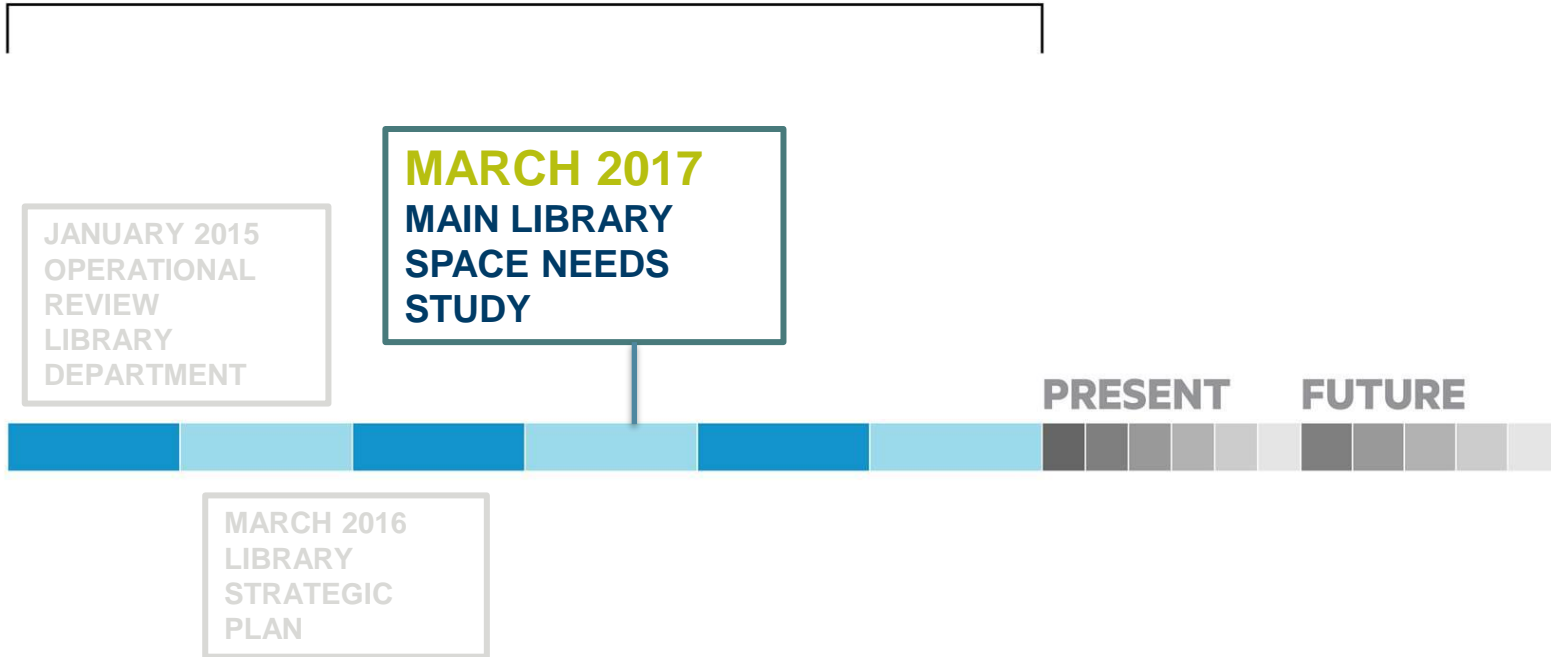
JANUARY 2015
OPERATIONAL
REVIEW
LIBRARY
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PRESENT

FUTURE

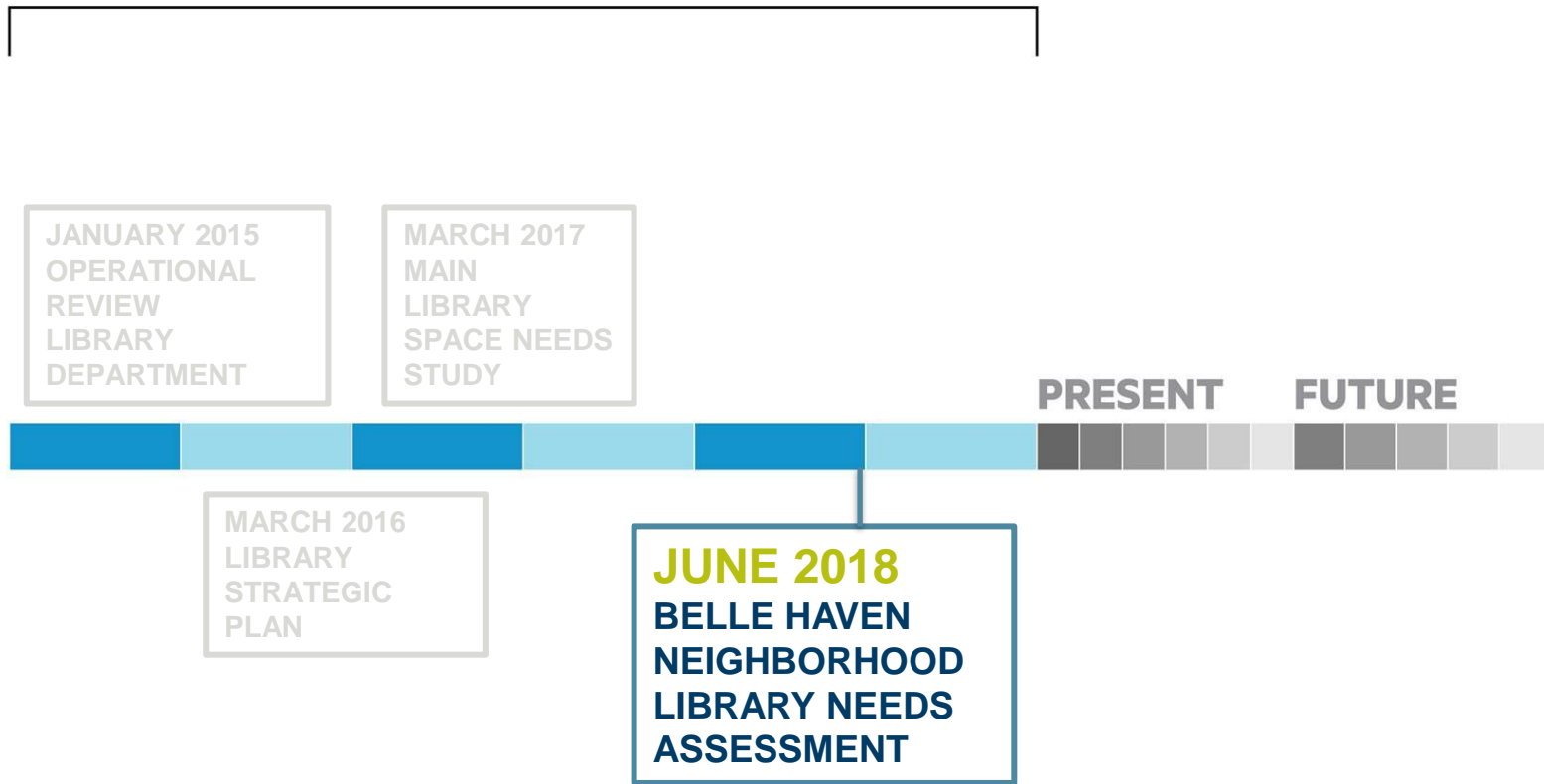
MARCH 2016
LIBRARY STRATEGIC
PLAN 2016-2020

PAST



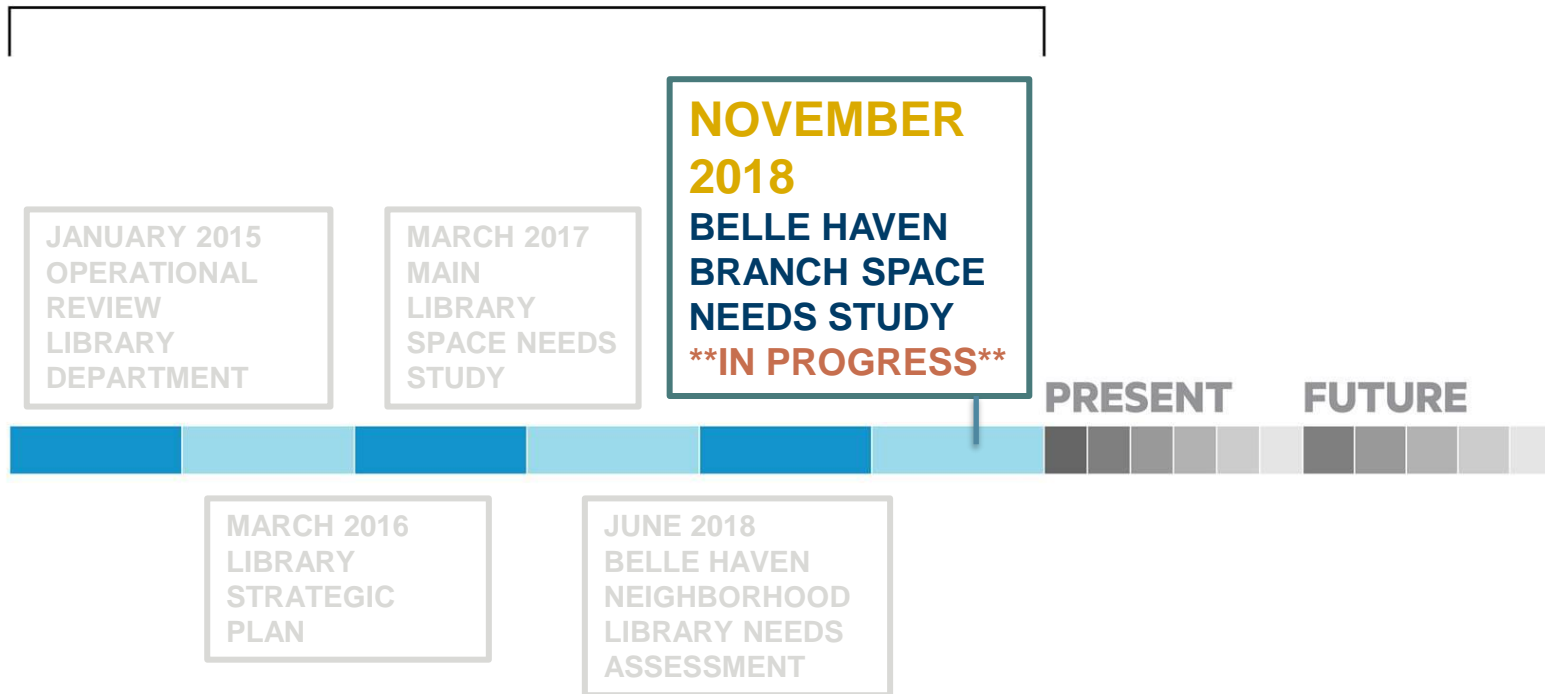
Phase I – Initial Study, Assessment, and Community Input
(January 2017 to April 2019)

PAST



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PAST



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PRESENT



**JANUARY
2019
LSIP COUNCIL
DIRECTION**

PAST

FUTURE



Phase I – Initial Study, Assessment, and Community Input
(January 2017 to April 2019)

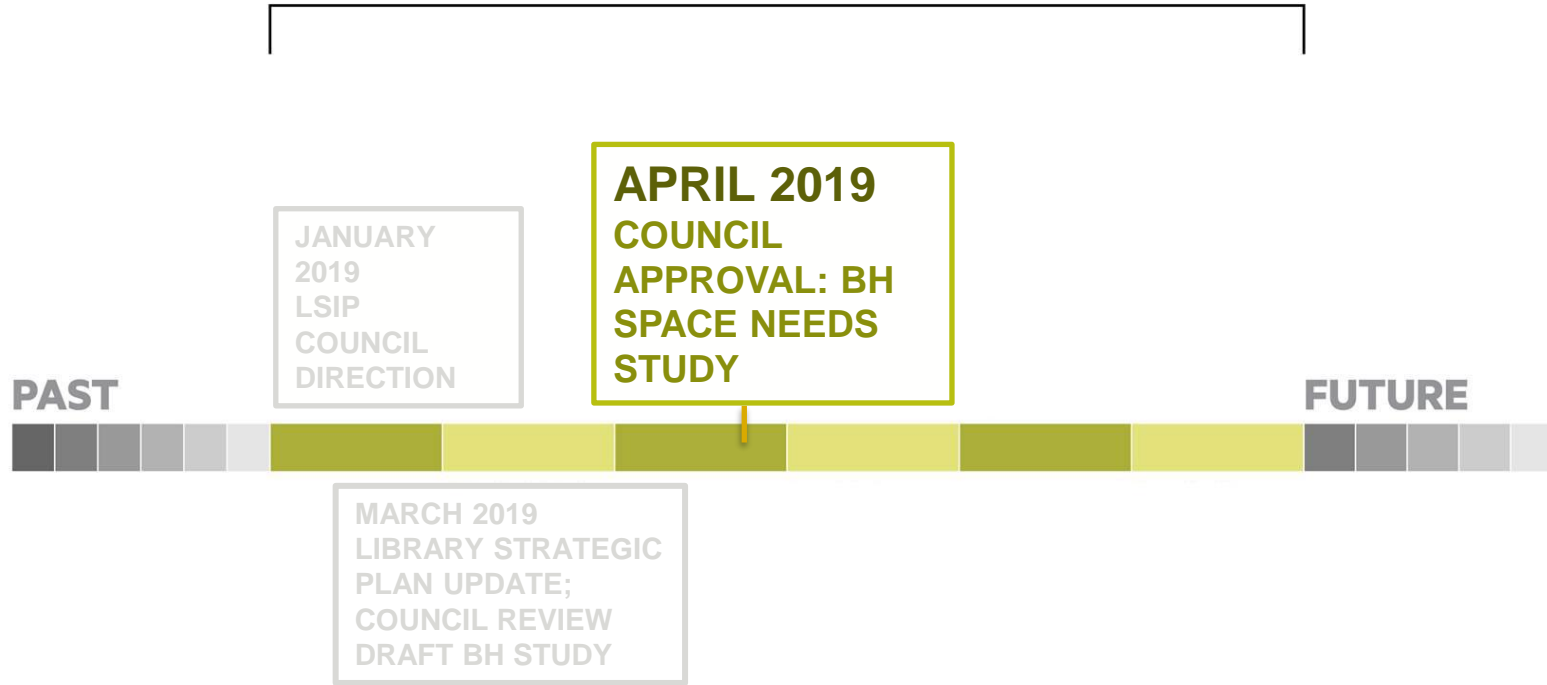
PRESENT



Phase I – Initial Study, Assessment, and Community Input
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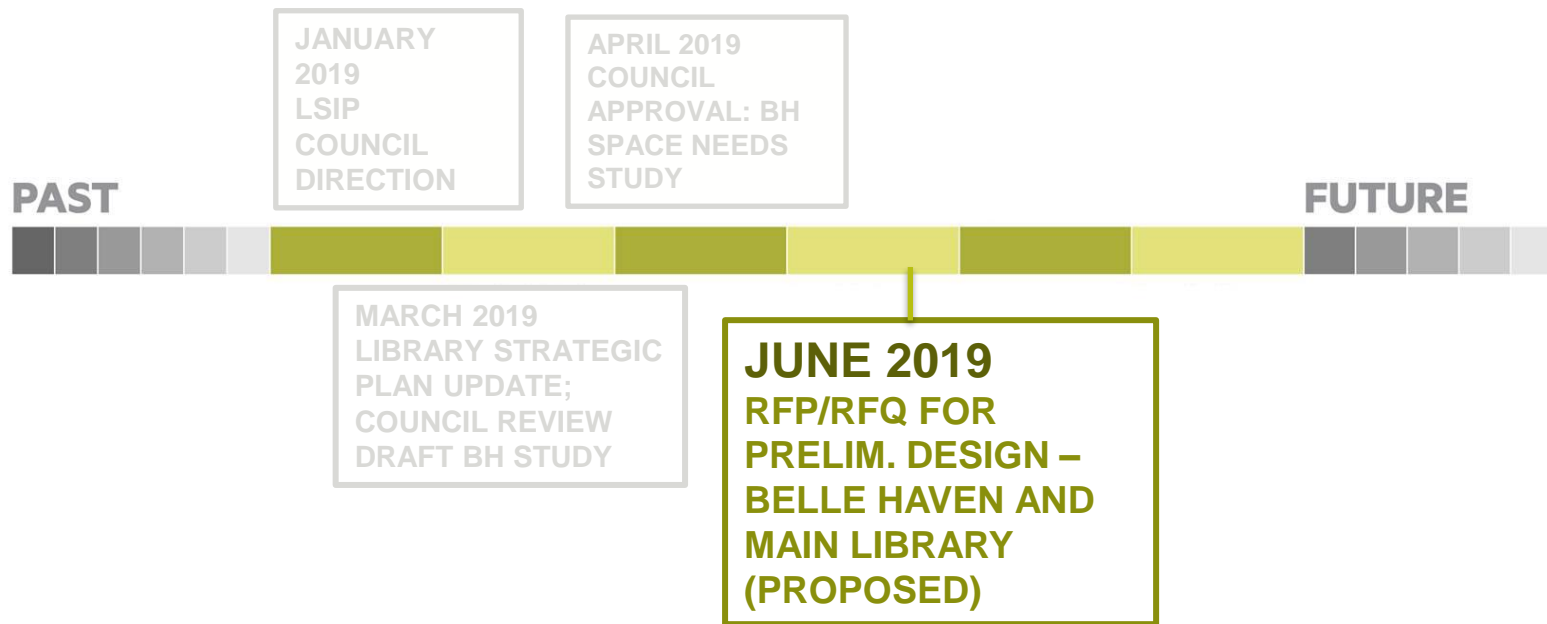
** All dates are tentative and subject to change.*

PRESENT



Phase I – Initial Study, Assessment, and Community Input
(January 2017 to April 2019)

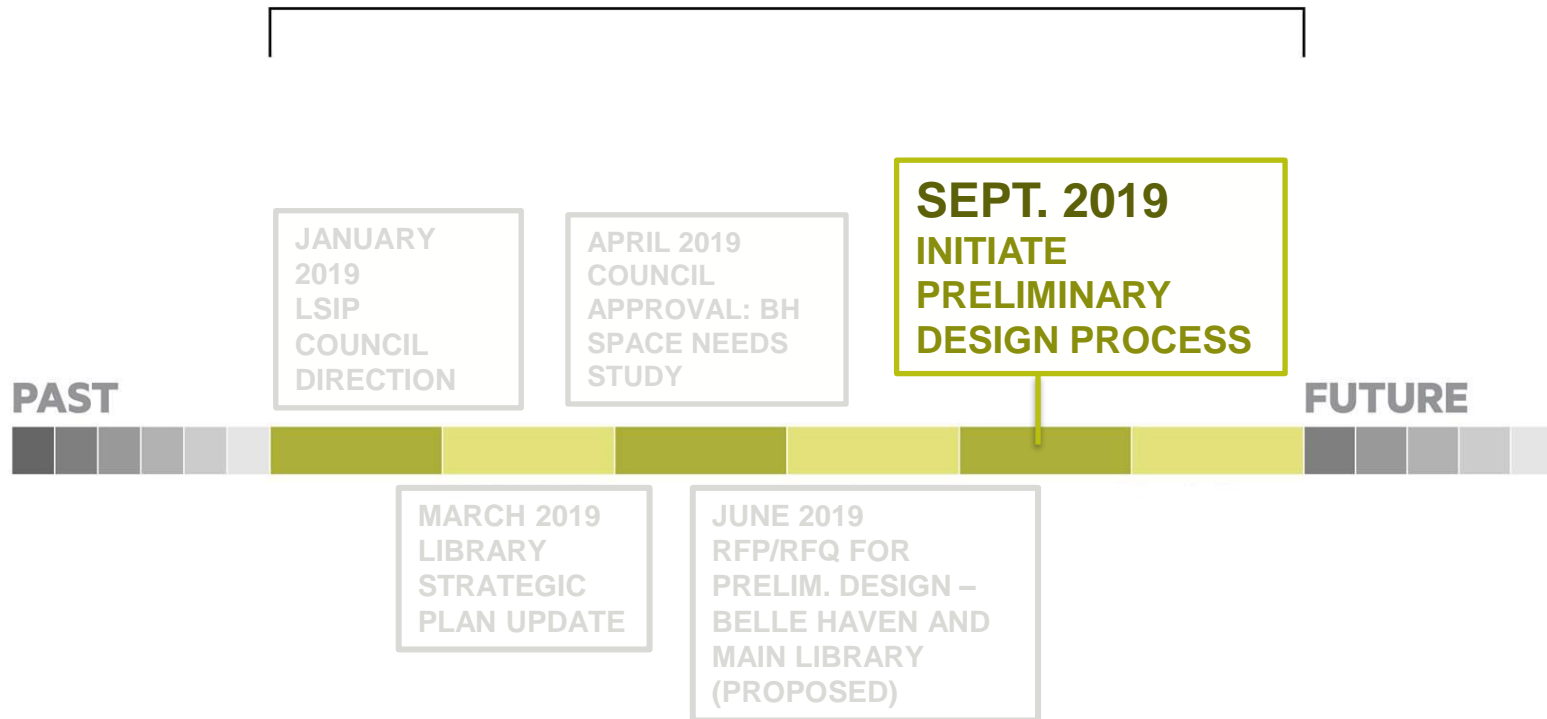
PRESENT



Phase II – Preliminary Design (June 2019 to June 2020)

** All dates are tentative and subject to change.*

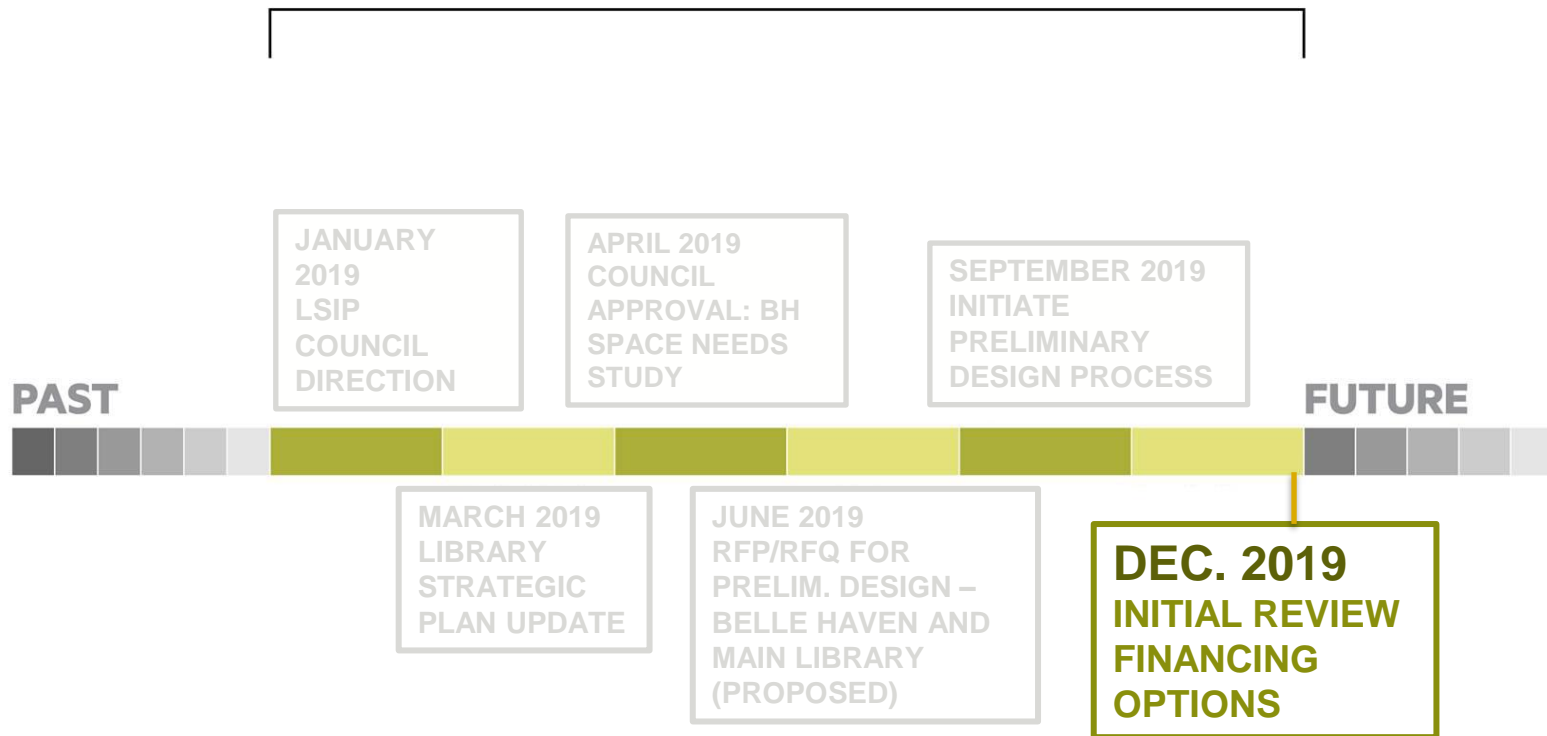
PRESENT



Phase II – Preliminary Design (June 2019 to June 2020)

** All dates are tentative and subject to change.*

PRESENT



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FUTURE

JAN. 2020
EVALUATE AND
IDENTIFY FINANCING
OPTIONS

PAST

PRESENT



Phase II – Preliminary Design (June 2019 to June 2020)

** All dates are tentative and subject to change.*

FUTURE

PAST

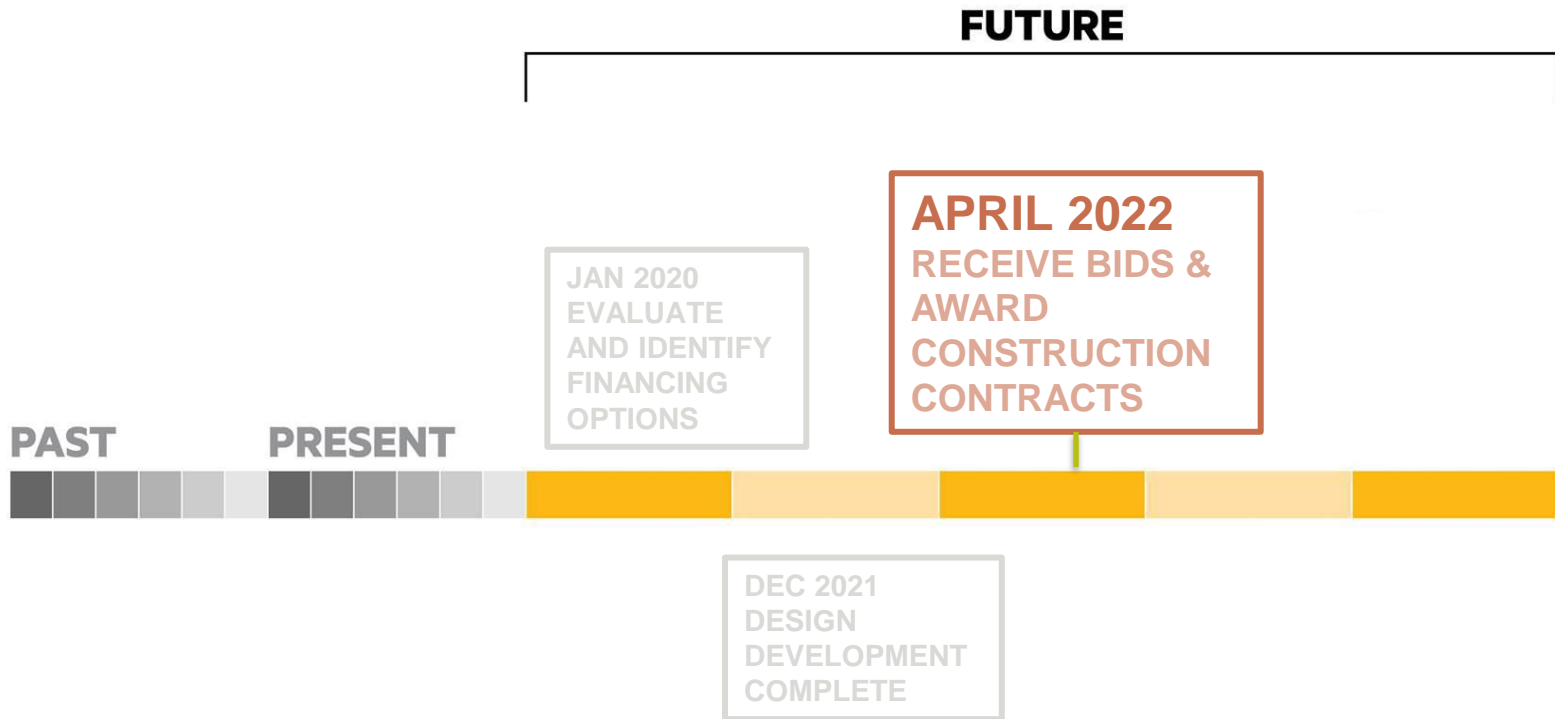
PRESENT

JAN 2020
EVALUATE
AND IDENTIFY
FINANCING
OPTIONS

DEC 2021
DESIGN
DEVELOPMENT
COMPLETE

Phase III – Design Development and Financing (January 2020 to December 2021)

** All dates are tentative and subject to change.*



Phase IV – Construction (April 2022 – August 2025)

** All dates are tentative and subject to change.*

FUTURE

PAST

PRESENT



Phase IV – Construction (April 2022 – August 2025)

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FUTURE

PAST

PRESENT



JAN 2020
EVALUATE
AND IDENTIFY
FINANCING
OPTIONS

APRIL 2022
RECEIVE BIDS
& AWARD
CONTRACTS

AUG. 2025
FACILITIES OPEN.
OPERATIONS,
BUILDING
CERTIFICATIONS

DEC 2021
DESIGN
DEVELOPMENT
COMPLETE

APR 2022 – AUG 2025
CONSTRUCTION

Phase V – Operations and
Certifications

** All dates are tentative and subject to change.*



STATUS UPDATES

MENLO PARK LIBRARY SYSTEM



- Circulation per capita is 13th highest of all 183 California public library systems
- 2018 average 10 library visits per capita per year
- Library ranks #1 in City resident satisfaction survey
- Public support for library system improvements is strong – 76%



The background of the slide is a photograph of a white, textured stone tower with several arched openings. The tower has a dark, tiled roof. The scene is set against a clear blue sky with some green trees visible in the background. A teal-colored rectangular box is overlaid on the left side of the image, containing the text "STAFF RECOMMENDATION" in white, bold, uppercase letters.

STAFF RECOMMENDATION

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QUESTIONS?



BELLE HAVEN BRANCH LIBRARY



- **Belle Haven Library Space Needs Study is well underway**
- Numerous stakeholder interviews, focus groups and community workshops
- Participation is strong; feedback from community members about process has been positive
- A citywide survey is in the field now, in print and online
- Direct mailed to every Menlo Park household north/east of Bay Road
- Available in English and Spanish
- Over 800 responses received to date
- Library Commission will review the draft Space Needs Study on January 28 and February 25
- City Council will review the draft study March 12 and the final study April 9



MAIN LIBRARY

- **The withdrawal of John Arrillaga’s philanthropic pledge is a financial setback; however**
- Now that the pledge is no longer a driving factor, there is more time and flexibility to proceed with the next steps of the project in a way that actively involves and engages community members in every step of the process.
- The need to address the deficiencies of the old Main Library has not changed.
- Phase I (initial study) for the main library component of the LSIP project is complete.
- When the Belle Haven Space Needs Study is completed on April 9, the two major LSIP project components will be at the same stage of development at the same time.
- Opportunity exists to achieve efficiencies, system integration, and economy of scale in Phase II (preliminary design) by moving both LSIP project components forward under one design contract.
- Sufficient funding is available in the LSIP project fund for the Phase II preliminary design contract.
- **Per Council direction, the Belle Haven Branch would remain the first priority.**

SHORT-TERM IMPROVEMENTS

- **To ensure the continuous provision of high quality, modern and safe library facilities for Menlo Park residents pending the development of new facilities.**
- Belle Haven Branch: City Council appropriated funds and directed staff to implement service and physical enhancements to the Belle Haven Branch Library on October 17, 2017.
- Belle Haven Branch: New carpeting and shelving, new furniture and interior paint, additional new books and DVDs for the collection were completed and operating hours extended in January 2018.
- Main Library: Multiple small maintenance projects completed by the Public Works department in 2018 to maintain and repair the building's aging furniture, equipment and systems infrastructure.
- Services: Automated renewals; Little Free Library Incentive Program; Student Success Initiative.
- Organization: Library Strategic Plan Update 2019-2020; comprehensive review/update of Library policies.