



**UNLV**  
UNIVERSITY OF NEVADA LAS VEGAS

**UNLV Lied Library  
Space Needs Master Plan**

**July 2010**



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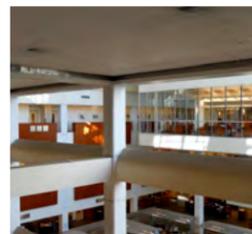


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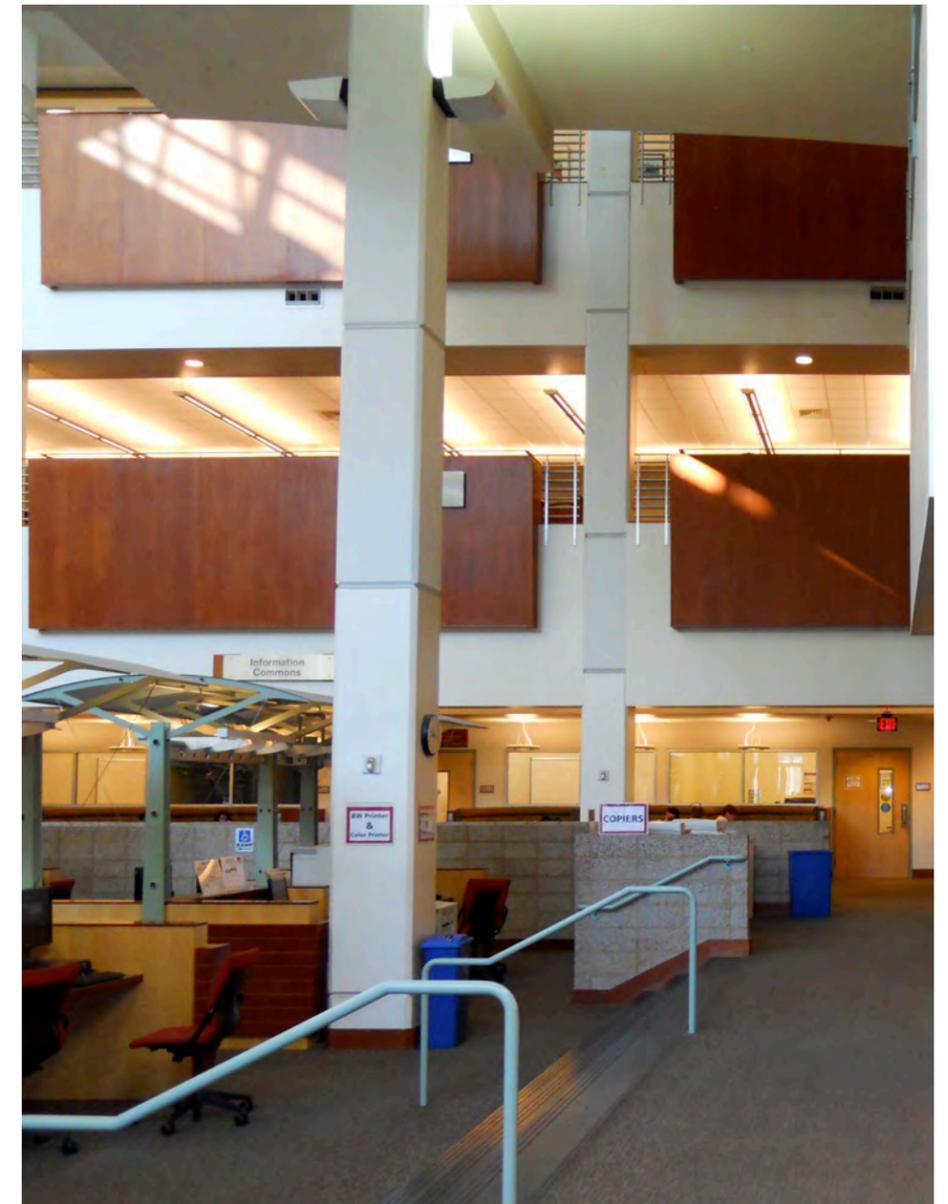


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# executive summary

## Executive Summary

Lied Library opened its doors in January 2001. As is the case in most large public building projects, planning started several years earlier resulting in a design that was already at least four years old by the time the building was occupied. The Lied Library is now ready to celebrate its 10th anniversary and shifts in the information environment necessitate some space reallocation and redesign.

This project addresses several of the most pressing space needs that face the inhabitants and visitors to Lied Library. These needs range from storage and processing space for burgeoning Special Collections to changes in the use of print collections and subsequent opportunities that should be seized to meet growing student demand. The ongoing revolution from print to digital media drives the development of entirely new staff functions while eliminating others, and the benefits realized from technology for one-on-one user assistance makes possible a more efficient configuration in service points.

The major needs with corresponding opportunities are:

### Special Collections - Storage, Intake, and Processing

Special Collections is the only area of library collections that is growing in physical format. The Library is out of room to process large special collections. Once processed, many collections can be stored in Lied's Automated Storage Retrieval system (LASR). But first, materials need to be received, boxed, organized and prepared for storage. Hundreds of boxes, rows of file cabinets, towers of architectural drawings sit piled on every square inch of available floor space, some for years, in need of a space for staff to work on them.

Opportunity: the unused portion of the LASR floor provides an opportunity for intake and initial processing to prepare for LASR storage. The floor is currently used for miscellaneous storage which can be reconfigured to a more efficient layout. Area remains on the LASR floor for another bay build-out to extend the filing racks. At current acquisition rates, LASR build-out is not expected to be necessary for at least 10 more years.

### Special Collections - Open Shelving

The LASR installation at Lied was not originally designed for special collections formats. With some adjustments and after re-boxing and

processing, most, but not all Special Collections will be able to be stored in LASR. Conventional, fixed shelving is still needed, however, for high use collections, and for collections being handled as they are digitized. All open shelving is currently in use and additional fixed shelving located in a secure area adjacent to special collections is desperately needed. Collections fill the aisles and are piled on surfaces awaiting shelving.

Opportunity: The space vacated by the Teaching and Learning Center (TLC) as well as the space currently occupied by the graduate student lounge are adjacent to the shelving area of special collections. These areas provide wonderful opportunities for additional special collections stacks.

### Graduate Student Lounge

The lounge space used for graduate students was never programmed to integrate services specifically for graduate students. It functions primarily as a study space and lounge. Its location is out of the way at the end of a corridor, in a space adjacent to storage for Special Collections and the vacated Teaching and Learning Center. This project provides an opportunity to explore with students and the Graduate College the full array of services that can be created and integrated into a new graduate student area. Some new features include: a small conference/seminar room for library and graduate college workshops, mixed seating for more collaborative spaces, a sink/kitchen area, and additional computers.

Opportunity: A staff processing room and office area in a prime second floor location near the elevators has been slowly vacated through a combination of staff downsizing and a move to online processing. A portion of the operation conducted in the R&I staff space on the second floor was already transferred to and integrated into workflow of Technical Services. This space provides the core for a new graduate space, and frees up the existing graduate space for other functions.

### Web and Digitization Services (WDS)

WDS, a department that did not exist when Lied was designed and opened, now numbers seven permanent staff, several student assistants and a digitization lab (previously a conference room) packed full of scanning equipment. WDS has been successful at securing external competitive grant funding, (\$250,000 over three years), to digitize specific special collections. WDS is expected to grow by at least 3 additional permanent staff through internal reorganization in the next 2 years. It is also expected

to continue to be more competitive in obtaining national funding and grant funded projects, each of which typically expands WDS by 2-3 temporary staff.

Opportunity: The space vacated by the Teaching and Learning Center as well as the space currently occupied by the graduate student lounge are sufficient in size and proximity to allow for WDS to be co-located with Special Collections stacks.

### Service Desks

Lied was designed with many public service points for staff to provide different kinds of assistance: 1) circulation for checking out books and paying fines; 2) document delivery for interlibrary loan services; 3) media for audio/visual and laptop checkout; 4) computer help to provide technical assistance for the PCs, scanners, printers in the information commons and throughout the libraries; 5) research and information desk on the first floor for general reference and research assistance and 6) research and information desk on the second floor for general reference and research assistance and to provide specific help for the microform collection and equipment. There are two compelling reasons to consolidate service points: 1) efficiency of staffing and 2) less confusion for users to find the service they need. Circulation and document delivery were combined 2 years ago. This project addresses a further consolidation that would eliminate two physical service desks on the first and second floors, and merge staff assistance to two other existing service points.

Opportunity: Existing first floor desks can be disassembled and reconfigured to a single service point. Microforms use is declining so the collection will be weeded with some documents moving to LASR, and the rest with the associated equipment moving to the first floor adjacent to the service desk.



**Executive Summary** (continued)

Public Seating and Group Study

All user surveys reflect the need for additional group study rooms. Furthermore, during many times of the semester, every seat in Lied is in use and students are sprawled on floors, propped against walls, sitting on steps and otherwise using every available nook and cranny for study. The two most prevalent categories of student complaint about the physical space are the lack of adequate group study spaces and individual quiet study spaces.

Opportunity: As the library continues to shift from print and microform to digital formats, space allocated for collections can be re-purposed to create more study spaces. Also, eight alcoves that were originally designed as copier or sorting spaces, can be re-purposed as group study rooms. There will also be a rezoning of quiet study and group study areas to allow each function to occur without disruption to the other.

Library Events and Exhibits Room

Lied Library was designed without a dedicated space to hold public events, such as lectures, author readings, or receptions. Public spaces designed for other purposes, such as the Extended Study Area (ESA) and the Amargosa classroom, have been used as make-shift event spaces. Whenever staff plan an event, they need to clear or reserve meetings conducted at those locations from their regular purposes. Neither location adequately accommodates the needs of public spaces. Amargosa is a dark, interior classroom with projector equipment and no ambience. Additionally, Lied is desperately in need of additional computer classrooms, and Amargosa is slated to be converted, with fixed computers, as soon as budget permits and another location is identified for meeting, workshops, and other staff and community events. ESA has a bit more ambience, but is an awkward shape and size with interior columns and heavy wooden furniture that has to be moved every time it is used.

Opportunity: The relocation of the graduate lounge, provides an opportunity for a new public/staff Events and Exhibits space for receptions, meetings and lectures.

Sequential and Independent projects of Construction:

Sequential Projects have been segmented into four phases of construction. These phases address the pressing space needs which are either prioritized from a student service stand point or by physical space need. Their order takes into account the domino effect, in which one phase creates vacant space for the implementation of the next phase.

Independent Projects are smaller in scope, but may have operational impacts to the library's daily function. Being independent, they can occur in any order and at any time.

The following lists indicate each project and the category of construction. Colors indicate area on floor plans.

**Sequential Projects** (phased)

- Phase 1: Construct the Graduate Lounge on the 2nd floor.
- Phase 2A: Construct the Special Collections intake and processing area within LASR on the 1st floor.
- Phase 2B: Construct the Special Collections expansion on the 3rd floor.
- Phase 3: Construct the Web and Digitization area on the 3rd floor.
- Phase 4: Construct the Events and Exhibits Room on the 3rd floor.

This work is as follows:

**Independent Projects:**

- 1A: Casework removal on the 1st & 2nd floors.
- 1B: Casework redesign on the 1st floor.
- 1C: Construction of the consultation room on the 1st floor.
- 2: Construction of the group study rooms on the 2nd, 3rd, 4th, & 5th floors.
- 3: Data and power for furniture on the 1st floor.
- 4: Data and power for furniture on the 2nd floor.
- 5: Signage, Directories, Wayfinding
- 6: External Relations
- 7: Lobby Flooring



# background

## GOALS:

The goals of the project are as follows, based on information from UNLV Planning and Construction and the Lied Library Space Planning Steering Committee:

1. Add storage and intake/processing areas for Special Collections.
2. Expand Web and Digitization Services, ideally near Special Collections.
3. Relocate the Graduate Lounge to integrate graduate students more fully into library and to give the Graduate Lounge identity within the library.
4. Consolidate Service Desks to reduce operational service staffing.
5. Add individual Consultation spaces for library resource assistance.
6. Add a new, large Meeting/Event space.
7. Place External Relations in a permanent location.
8. Reprogram Public Spaces, focusing on the first and second floor to provide zones of quiet space and zones for group study.
9. Develop strategy for wayfinding and signage upgrades.

## PROCESS:

Approach to the Project:

The process for developing this report included the following:

1. Lucchesi Galati met with UNLV Planning and Construction, the Lied Library Space Planning Steering Committee and stakeholders to discuss the project needs, concerns, and goals.
2. Lucchesi Galati independently observed the library while in full swing of student use, at various times of day and times of the year to observe patterns of use, noise levels and operations.
3. Lucchesi Galati developed plan options for each area of need and strategies for sequential implementation.
4. These options were presented and refined with the UNLV Planning and Construction, the Lied Library Space Planning Steering Committee in a series of three workshops:
  - The first workshop explored the goals and concerns surrounding each area.
  - The second workshop explored relocation and expansion options for the various needs. Specific growth strategies were also discussed and incorporated.
  - The third workshop provided a developed space plan for discussion, refinement, and agreement.



## PROGRAM SPACE REQUIREMENTS

### Special Collections:

Current Considerations:

The current space utilization of Special Collections is broken down as follows:

1. 40% of the collection is in the current stack area and includes cataloged books, unprocessed collections, paintings and artwork, artifacts and film.
2. 25% of the collection is stored in LASR and includes processed collections, record storage, theses and bound volumes.
3. 30% of the collections is in the open LASR space and includes unprocessed collections.
4. 5% of the collection is in the reading room and includes rare books, maps, directories, aerial photographs, vertical files and oral history tapes.

Needs:

1. Storage and workspace is a priority for unprocessed collections. This includes, but is not limited to, the processing and storage of manuscripts, archives, books, architectural drawings, maps, paintings, artwork and artifacts. This workspace will include receiving, preliminary sorting and boxing of unprocessed collections. This area will require the following:
  - Shelving to accommodate approximately 2,100 record storage boxes (17 units – 6 shelf, 6-foot wide x 30-inches deep).
  - Shelving to accommodate uncataloged books, serials and individual video/media (20 sections– double sided 3-foot wide x 24-inches deep).
  - 10 sections of flat storage shelving 45-inches wide x 42-inches deep with 10 to 15 shelves per section for architectural drawings and oversize uncataloged maps.
  - Vertical racks for paintings and framed art works.
  - Three individual processing work spaces each containing a network computer work station, 6-foot work table, shelving (10-foot record storage) and storage cabinets.
  - Large closed storage area for supplies, cartons, etc.

2. The existing special collections stack space contains an area of compact storage system, filing cabinets, compact shelving, oversize shelving and map cases. This area has no expansion capabilities and is approaching total capacity. There is a need for new stack and processing space.
3. Web and Digitization Systems (WDS) perform digitization of special collections material. It is desirable that Special Collections and WDS have adjacency.

## PROGRAM SPACE REQUIREMENTS

### Graduate Lounge:

Current Considerations:

The Graduate Lounge currently provides a home away from home for graduate students. It provides quiet work and study areas with indirect natural lighting from clerestory windows. There are presently 39 computer carrels and 19 carrels for student laptop computers.

There are nineteen staff lockers and only two or three required.

Needs:

1. The Graduate lounge requires more computer and study carrels. 50 computer and 30 study carrels are required.
2. Quiet study areas are required.
3. Group study areas need to be separated from the quiet areas.
4. Natural lighting is desired.
5. A kitchenette is needed to store meals.
6. Soft seating is desired for relaxing.
7. White boards would be helpful.
8. Library and Graduate College service needs for Graduate Lounge include:
  - Space for research workshops
  - Research consultation space
9. Furniture solutions should be less bulky to allow maximum occupancy of the space.



## PROGRAM SPACE REQUIREMENTS

Web and Digitization Services (WDS):

## Current Considerations:

WDS did not exist when the library was originally designed and built. This department was created in 2003 and space needs were never fully provided.

WDS currently has seven permanent staff and two temporary staff. It is estimated that over the next five years the staff count will increase by two to four permanent staff and one to two student assistants. External funding increases staff size for temporarily by two to three people per project.

The digitization laboratory contains five scanners including a large 54" format scanner and a rare book scanner. Fluorescent lighting interferes with the scanning process therefore lighting is turned off during the process. Many scans require two people. The current lab is too small to operate properly.

The laboratory is used to scan Special Collections items. A digitization project typically involves 10 to 12 people, including non-WDS staff. Project meetings are held in meeting rooms outside of the department.

## Needs:

1. Digitization requires easy access to the preservation laboratory in Special Collections.
2. Digitization requires a secure laboratory as Special Collections items are valuable.
3. Meeting space within the department is required.
4. Shelving space is required for storing items while they are scanned and digitized.
5. The laboratory needs to be sized to provide room for an additional scanner.
6. Digitization requires a large table for laying out items.
7. Proper lighting and climate control is required.

8. Space is required to house large footprint MS Surface equipment for design programming and testing conducted by WDS staff.
9. Space in proximity to full-time WDS staff is required for temporary grant workers..

## PROGRAM SPACE REQUIREMENTS

External Relations:

## Current Considerations:

External Relations is responsible for the Libraries marketing, publications, public relations, community relations and development activities. The staff provides expertise in marketing, publications, graphic design, public affairs, community relations, special events and fund raising. This department is divided into communications and development.

This unit consists of the Director of External Relations, the External Relations Manager, the Development Specialist, the Graphic Designer, and one student assistant. Within the next two years it is envisioned that this staff will be augmented by the addition of an Events Coordinator.

Although it would be beneficial for all of the staff to be together it is necessary for the Director to be located near the Dean in the Administrative Suite. Donors, visitors and vendors are received at Administration Reception and are escorted to the appropriate staff area. Consultations and meetings may be noisy. This department should not be located with staff that require quiet workspace.

The current locations were created as interim solutions.

## Needs:

1. Communications requires two adjacent offices for the manager and graphic designer and work space for an event coordinator and the student assistant.
2. Conference table in area for client meetings.
3. Storage cabinets and shelves for daily use.
4. Counter for fax/copy machine and large color printer.



**PROGRAM SPACE REQUIREMENTS**

**Public Spaces:**

Current Considerations:

There are currently four reference and service desks, three of which are staffed. There are three on the first floor and one on the second. The second floor service desk is presently un-staffed. The media service desk has a back storage area that is needed for storage of laptops, DVDs, etc.

The top four survey comments about the public space include the following:

- Too noisy, need more quiet study space.
- Need more group study spaces.
- Inappropriate use of group study rooms.
- Lack of computers.

Stack space will be reduced in the future with the reduction of the reference stack area on the first floor and reduction of the microform collection and government documents collection on the second floor. The bound periodicals on the second floor will also be moved into LASR. The estimated reductions are as follows:

- Bound Periodicals is a 2 week project that will commence as needed for construction of the new Graduate Lounge.
- Reference, within the next 6 months.
- Microforms, within the next 12 months.
- Government documents, within the next 12 months.

Current seating for group work and solitary laptop work needs expansion. Furnishings should be comfortable and welcoming. Furnishings should incorporate laptop requirements and be flexible for group use.

There is one directory that is in the corridor exiting to the north. One directory attached to a glass wall at the main entry was removed over a concern regarding potential inability of the glass to support the weight of the sign.

Existing signage aesthetically matches the library decor. However, the backlit signs are currently very hard to read.

Currently displays are in the Special Collections reading room and scattered throughout building corridors. Displays are not unified.

Needs:

1. Consolidate reference and service desks. One larger desk on the first floor can accommodate computer/media service with 3 to 4 workstations.
2. Expand public spaces to include additional quiet study space, and designated group study areas. Move quiet PC study carrels out of the traffic corridors on the quiet 3rd and 4th floors.
3. Provide building directories and wayfinding signage.
4. Modify existing backlit signs for better visibility
5. Develop display and exhibit areas that are unified and can be easily modified for more robust exhibits.

**PROGRAM SPACE REQUIREMENTS**

**Group Study Rooms:**

Current Considerations:

There are currently 15 group study areas within the library and a demand for more.

Needs:

1. Provide additional quiet group study areas with seating for 4-6 persons.
2. May need to begin scheduling group study rooms to provide equitable access.



## PROGRAM SPACE REQUIREMENTS

Research Consultation Room:

## Current Considerations:

A pilot area has been temporarily developed in the 2nd floor copier space to test student response to the library Research Consultation program.

## Needs:

1. Provide permanent research consultation areas.
2. The location should be on the first floor adjacent to librarian offices and the main circulation desk.
3. One space large enough for 2 consultations to occur simultaneously.
4. One consultation station will be open scheduling (first come, first served) and the other station will be for scheduled consultations.

## PROGRAM SPACE REQUIREMENTS

Event and Exhibits Room:

## Current Considerations:

Currently the Library uses both Amargosa and Extended Study Area (ESA) as event spaces for lectures, receptions, all staff meetings, faculty institutes and other library, campus, and community programs. This becomes inconvenient as they must be reconfigured and equipment transported for setup. They must also be closed as an instruction classroom and a student study space, respectively, when reprogrammed.

## Needs:

1. Ideal to have event space near Special Collections
2. Needs for event space:
  - Prep area for catering.
  - Small square tables, with wheels, to allow for flexible arrangements and easy setup.
  - Portable walls to create various configurations, including intimate areas for small sit-down dinners.
  - Flexibility in seating to accommodate 80 to 130 persons in various seating configurations.
3. Exhibit space adjacent to events space to allow receptions for exhibits and promote library collections during events.

## PROGRAM SPACE REQUIREMENTS

Lobby Flooring:

## Current Considerations:

Currently the flooring finish in the lobby is a combination of (sealed) concrete and stone. Originally there were carpet inserts within this lobby area. Over time, the carpeting became an ADA hazard because of transition from carpet to concrete. The carpet was removed and the concrete cleaned, however, the concrete remains stained from the adhesive residue from the carpet.

## Needs:

1. To resurface a portion of the lobby concrete flooring.



**LEGEND**

- Special Collections - LASR Intake
- Service Desk Consolidation
- Research Consultation Room
- Public Area - Expansion
- Graduate Lounge
- External Relations
- Public Area - Group Study
- Web and Digitization Services
- Events and Exhibits Room
- Lobby Flooring

The floor plans on the right indicate the areas affected by either new construction or furniture solutions to satisfy the goals of this needs assessment. The Construction Solutions and Furniture Solutions sections of this report will provide detailed information on each area.

First Floor:

- Special Collections Intake *Sequential Project Phase 2A*
- Service Desk Consolidation *Independent Project 1A & 1B*
- Research Consultation Room *Independent Project 1C*
- Public Areas reallocated for Individual and Collaborative work areas *Independent Project 3*
- Lobby Flooring *Independent Project 7*

Second Floor:

- Graduate Lounge *Sequential Project Phase 1*
- Group Study Rooms *Independent Project 2*
- Public Areas reallocated for Individual and Collaborative work areas *Independent Project 4*
- External Relations *Independent Project 6*

Third Floor:

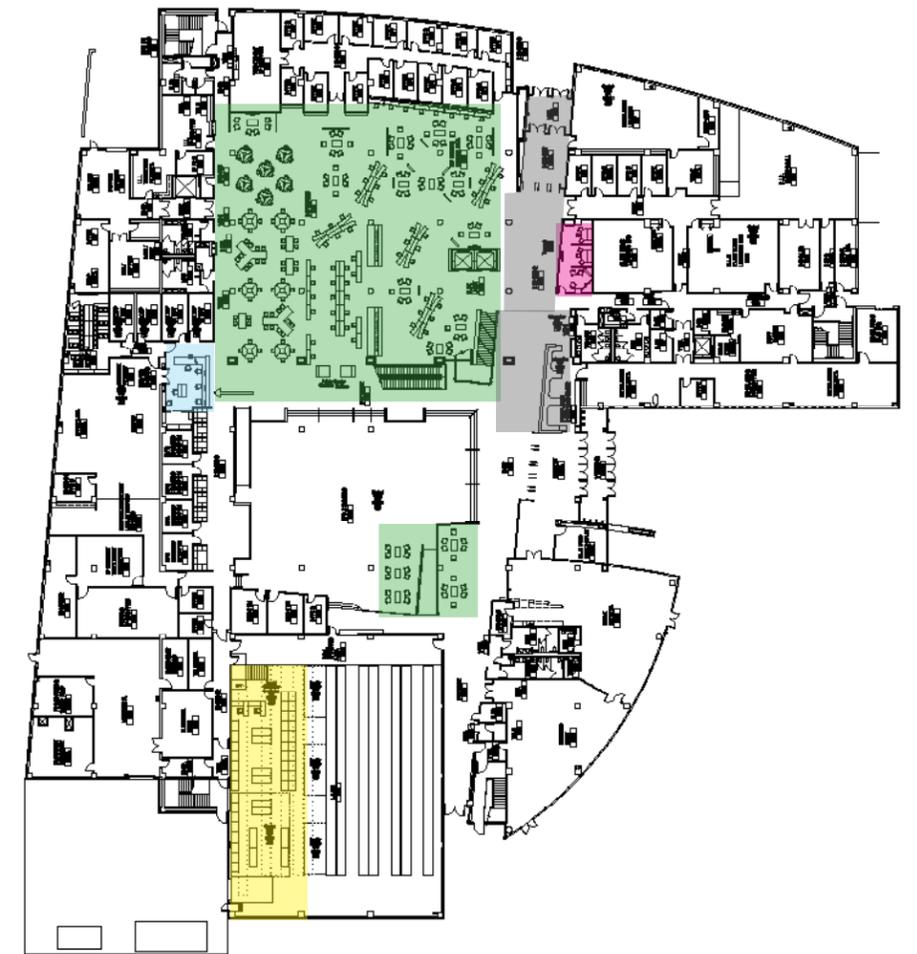
- Special Collections *Sequential Project Phase 2B*
- Web and Digitization Services *Sequential Project Phase 3*
- Events and Exhibits Room *Sequential Project Phase 4*
- Group Study Rooms *Independent Project 2*

Fourth Floor

- Group Study Rooms *Independent Project 2*

Fifth Floor

- Group Study Rooms *Independent Project 2*



**FIRST FLOOR PLAN**

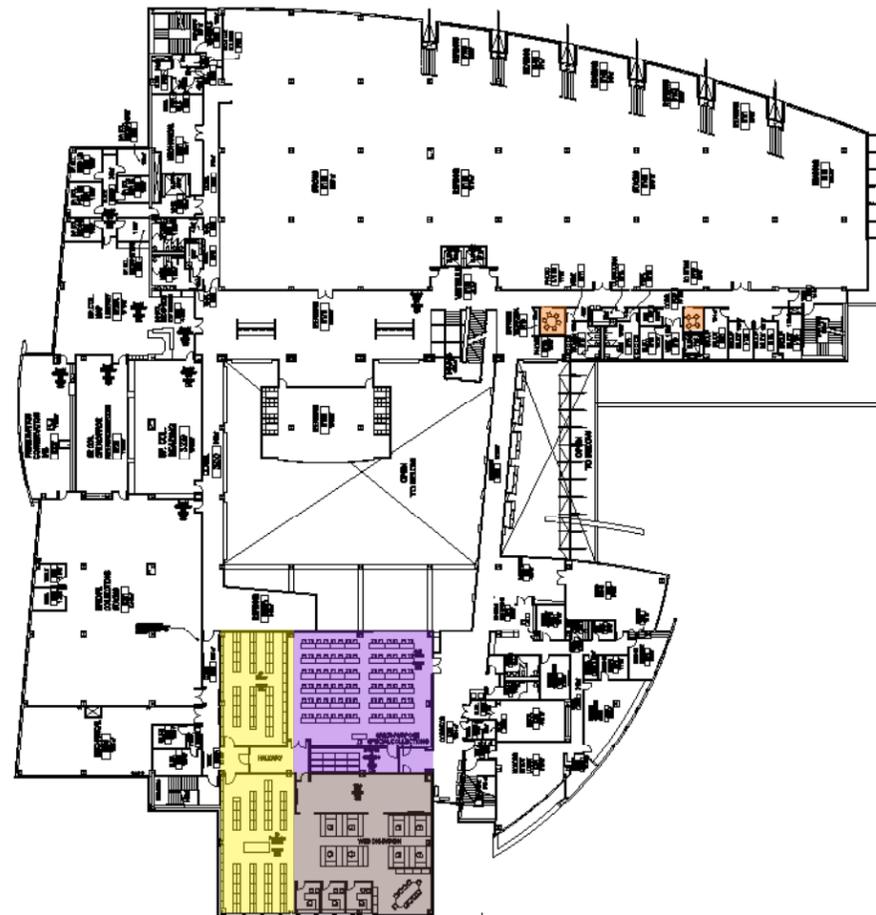


summary floor plans

# construction solutions



SECOND FLOOR PLAN



THIRD FLOOR PLAN



FOURTH & FIFTH FLOOR PLANS



# process

## SEQUENTIAL AND INDEPENDENT PROJECTS OF CONSTRUCTION:

The work described in this report has been categorized into two areas: **Sequential Projects** and **Independent Projects**. The Independent Projects are those that can be done individually but could also be accomplished within any phase of the Sequential Projects. This is an important difference as some of the Independent Projects are smaller in scope but may have a bigger operational impact. Although it would be ideal for all the work to be done simultaneously, funding may require projects to be completed in a phased process. The schedule for these projects remains open due to the availability of funding.

### Sequential Projects:

**Phase 1** construction is the relocation of the Graduate Lounge from the third floor to the second floor. Expansion of Special Collections was the primary goal of this study. To accommodate those needs the adjacent Teaching and Learning Center (TLC) and current Graduate Lounge areas were determined to be the favored location for expansion. Currently the TLC has vacated their existing space and that area is available for use. The Graduate Lounge was determined to be most appropriately relocated to the north side of the second floor. The approximate cost of the Graduate Lounge relocation is \$505,700.

**Phase 2** construction is the actual expansion of Special Collections, which occurs in two locations. Special Collections will expand officially into the unused LASR space on the first floor and into the north end of the third floor space formerly occupied by the TLC and the Graduate Lounge. The approximate cost of the Special Collections project on the first floor is \$210,600 (phase 2A) and on the third floor \$330,000 (phase 2B.)

**Phase 3** construction is the relocation of Web and Digitization Services to the remaining space formerly occupied by the TLC. The approximate cost of the WDS move to the third floor is \$392,000.

**Phase 4** construction is the build-out of the Events and Exhibits room in the remaining third floor area vacated by the TLC and the Graduate Lounge. The approximate cost of the Events and Exhibits Room on the third floor is \$557,000.

### Independent Projects:

**Independent Project 1A and 1B:** Currently there are three service desks in addition to the primary circulation desk within the library. One service desk on the second floor is currently not being used and the Library desires to have this desk removed to allow for new public use within the space. This is Project 1A. The Library desires that the two service desks on the first floor be combined for better operational efficiencies and for clarity for the patrons. One service desk will be removed entirely and one desk will be reworked using existing components and salvaged components from the abandoned desk. This is Project 1B. The approximate cost of the Service Desk Removal and Redesign is \$119,750. **Independent Project 1C:** The Research Consultation Room project includes relocation of the entry door into the space and adding appropriate furniture to accomplish the needs of resource consultation. The approximate cost of the remodel is \$25,350.

**Independent Project 2:** This project consists of developing eight existing copier and sorting rooms on floors 2 through 5 into Group Study rooms. While it would be most cost-effective to complete all of these renovations at the same time, it certainly would be possible to implement multiple individual projects. The total estimated cost of all eight rooms is \$106,000.

**Independent Projects 3 and 4:** On the first floor and second floors many of the existing shelving units will be eliminated due to the increasing use of web reference materials and the way students use the library. As physical books and serials continue to be replaced by their digital counterparts, many shelving units on the first and second floors are being eliminated. The vacated stack space will provide additional areas for quiet study space and for group study activities. These projects include purchase of new furniture, relocation of existing furniture and new power and data service. The approximate cost of the work on the first floor is \$530,400 and on the second floor \$547,640.

There are 3 additional miscellaneous small projects that are also desired to be completed. The first consists of cleaning and resurfacing the concrete floor area on first floor adjacent to the circulation desk. The approximate cost is \$75,000. The second includes development of new building directories. Additionally the existing signage has always been visually difficult to read. It is suggested to relamp the existing signs at an approximate cost of \$26,000. An overall building wayfinding strategy and design should be developed. It is estimated that \$142,000 would accomplish this goal.

Please refer to pages 43-44 for a detailed summary of the estimate of probable costs for the scope of work described.

LEGEND	FLOOR	PROJECT PHASE	SCHEDULE	PROBABLE COSTS
Graduate Lounge	2	Sequential Project 1	12-15 months	\$ 505,700
Special Collections LASR Intake	1	Sequential Project Phase 2A	9 -12 months	\$ 210,600
Special Collections	3	Sequential Project 2B	9-12 months	\$ 330,000
Web and Digitization Services	3	Sequential Project 3	9-12 months	\$ 392,000
Events and Exhibits Room	3	Sequential Project 4	9-12 months	\$ 557,000
Public Area - Service Desk	1 and 2	Independent Projects 1A &1B	3-4 months	\$ 119,750
Research Consultation Room	1	Independent Project 1C	3-4 months	\$ 25,350
Group Study Rooms	2, 3, 4, 5	Independent Project 2	4-6 months	\$ 106,600
Public Area Expansion	1	Independent Project 3	9-12 months	\$ 530,400
Public Area Expansion	2	Independent Project 4	9-12 months	\$ 547,640
Directory, Signage, Wayfinding	1, 2, 3 ,4, 5	Independent Project 5	9-12 months	\$ 141,900
External Relations	2	Independent Project 6	2-3 months	\$ NA
Lobby Flooring	1	Independent Project 7	3-6 months	\$ 75,000
<b>TOTAL</b>				<b>\$ 3,540,640</b>



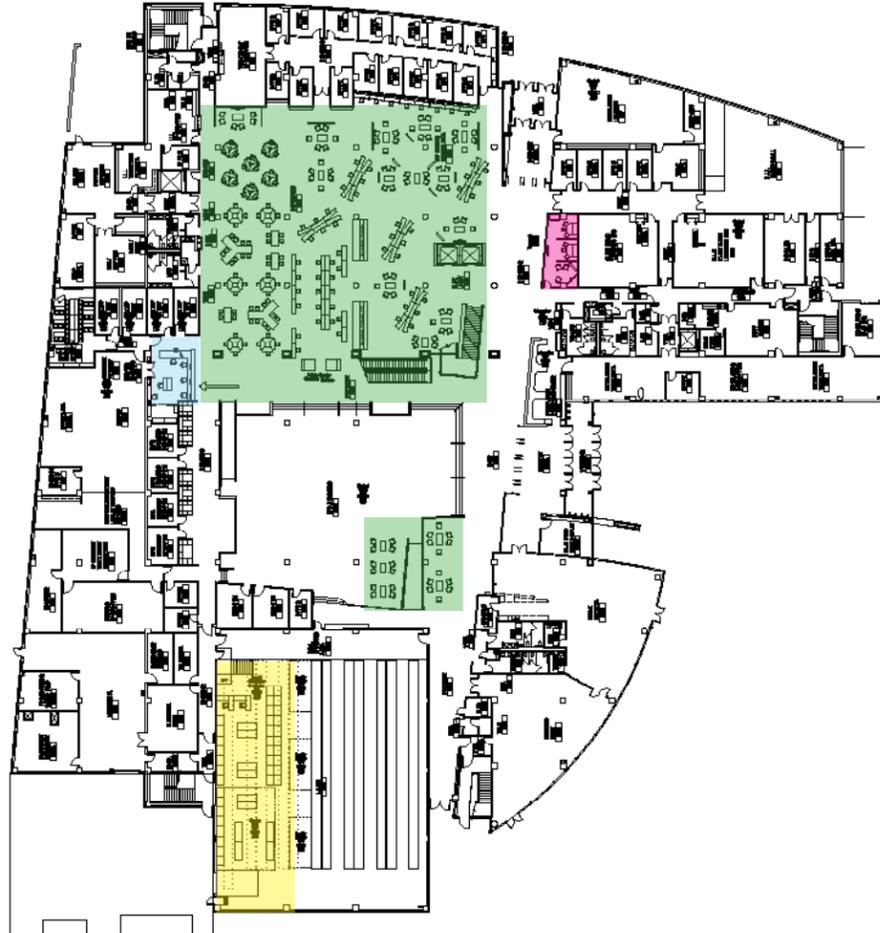
## construction solutions

### CONSTRUCTION SOLUTIONS:

The original design of the Library is still very current and the materials and finishes are in good condition. Any new construction should complement and coordinate with the existing design. The construction solutions suggested in this section are intended to minimize impact to existing mechanical, electrical, plumbing, and fire life safety systems for simple cost reasons but also to avoid revisiting the code compliance of the open atrium system. Some of the approaches integrate:

- The use of premanufactured partitions that would top off below the existing finished ceiling to minimize mechanical, lighting and fire sprinkler systems.
- Existing means of exiting are maintained with exits added as required.
- Locations selected for expansion of electrical and data are within the current cell deck locations.
- Casework modifications will reuse existing casework sections from pieces to be eliminated.





FIRST FLOOR PLAN

**PROPOSED PLANS:**

The first floor proposed changes include the following areas:

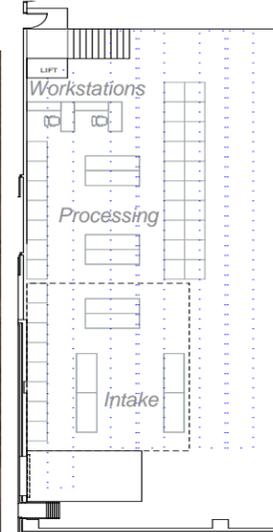
- Special Collections LASR Intake
- Service Desk
- Reserach Consultation Room
- Public Areas
- Lobby Flooring
- Directories \*

\* see wayfinding and signage strategies section for directory information

create space to shelve and process incoming materials



**Current**  
Special Collections Intake



**Proposed**  
Special Collections Intake

**SPECIAL COLLECTIONS INTAKE - Sequential Project Phase 2a**

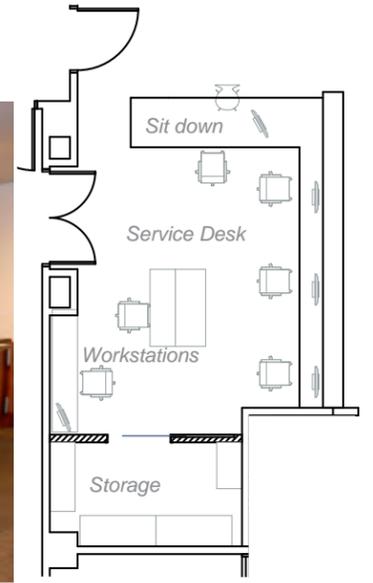
Special Collections continually receives documents, artifacts, manuscripts, etc. throughout the year and is the fastest growing physical collection in the library with an assumed continual growth pattern. Currently items are received at the small loading dock area within LASR storage. As visible in the photographs, the boxes, file cabinets, and items land in the “free” floor space where staff begins the process of sorting. Some of the Special Collections materials will be filed in the LASR storage system. Materials that need additional cataloguing will have final sorting done on the third floor and materials that will be accessed frequently will be stored on the third floor.

Currently the first floor space is not adequate for people to process the work as it was only intended as a storage place. To convert the space for human occupation as items are processed, the space will require stairs, a lift, proper lighting, and environmental controls. The layout indicated includes two work areas (which are existing workstations from other areas within the library that are being remodeled) with layout tables, industrial style shelving to organize the boxes and items that are delivered for processing.

existing service desk and area for expansion



**Current**  
Service Desk



**Proposed**  
Re-designed Service Desk

**SERVICE DESK - Independent Project 1 A, B**

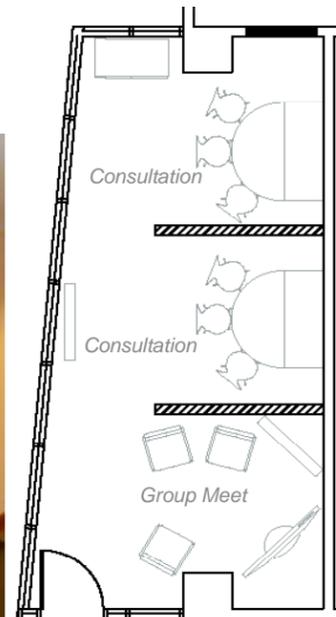
Currently there are three service desks on the first floor and one service desk on the second floor. The main circulation desk adjacent to both first floor entries is currently sufficient for the needs and functions of the library.

The library desires to combine the functions of the remaining two first floor service desks to achieve operational staff efficiencies and to provide patrons a single service location. The existing casework for these desks can be modified and relocated to achieve the desired new expanded single desk.

The second floor service desk will be eliminated and the space will be used for individual and group study areas.



current Tonapah Conference room



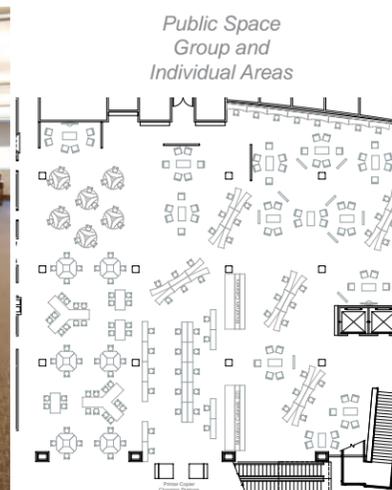
Current Conference Room

Proposed Research Consultation Room

**RESEARCH CONSULTATION ROOM - Independent Project 1C**

Currently the Tonapah Room is a conference room serving 8-10 persons. This use will move to the media viewing room within the library to allow for a new Research Consultation Room where librarians can assist students with research strategies using library resources. It is desired to provide a flexible space where librarians can meet individually or with a small group of students. This location is desirable due to its adjacency to the main circulation desk for referrals and is highly visible to attract students to this new service. The existing access door will be relocated to be adjacent to the circulation desk at the south side of the room. New furnishings will be provided. Power and data is existing but will be reworked to accommodate the new furniture plan.

remove empty shelves to create more student group areas



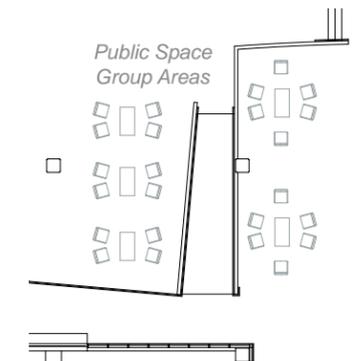
Current Public Areas and Periodical Stacks

**PUBLIC AREAS - Independent Project 3**

Advances in technology have been instrumental in redefining how patrons use the library. Currently the ten year old library struggles with supplying enough computer work areas, quiet study areas and group study areas for students. Existing reference materials that have declined in use and print periodicals now available electronically will be placed in LASR storage. New public work areas will then become available. The first floor public areas will have zones defined for the various uses ranging from quiet individual carrels to group collaborative areas. Power and data infrastructure will need to be added to service the expansion of public space.

Additional furnishings will be required for many of these new layouts, however existing furnishings will be first reconfigured and reused.

desk no longer in use

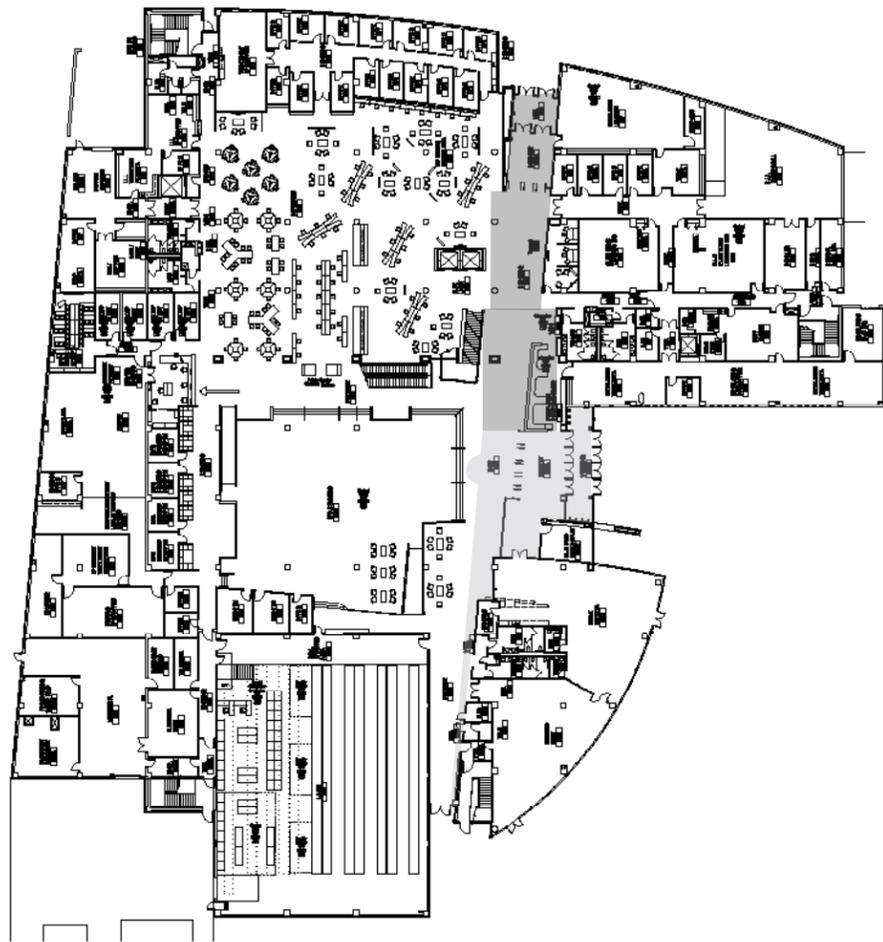


Proposed Public Areas

**PUBLIC AREAS - Independent Project 3**

There are various pockets of spaces that are not in use or properly used, such as the area shown in photo above where a service desk was originally constructed and is vacant. These spaces are ideal for new collaborative settings.





FIRST FLOOR PLAN

- Existing Concrete and Stone Flooring to remain
- Existing Concrete and Stone Flooring to be resurfaced through micro topping or polishing



the existing entry foyer and lobby has a monolithic slab with a variety of stone insets creating a prominent design at the entry of the building, this area could remain as it is not the problem area



**LOBBY FLOORING : Independent Project 7**

The original lobby flooring included carpet insets glued to the top of the finished concrete slab. Over time the carpet wore out, became an ADA hazard and was removed; however the concrete was left with glue marks and discoloration. These areas occur near the front of the Main Circulation Desk as seen in the photos to the right.

There are two low cost suggestions to eliminate the discolorations. The first is to polish the concrete to get to the finish below the stained areas. A second option would be to add a micro-topping, which is a film-like topping that can be colored to match the existing floor. If the second solution is selected a complementing pattern could be developed in this area.



circulation desk area showing the glue marks and discoloration from the carpet inserts that were removed



close up of glue marks and discoloration







**SECOND FLOOR PLAN**

**PROPOSED PLANS:**

The second floor proposed changes include the following areas:

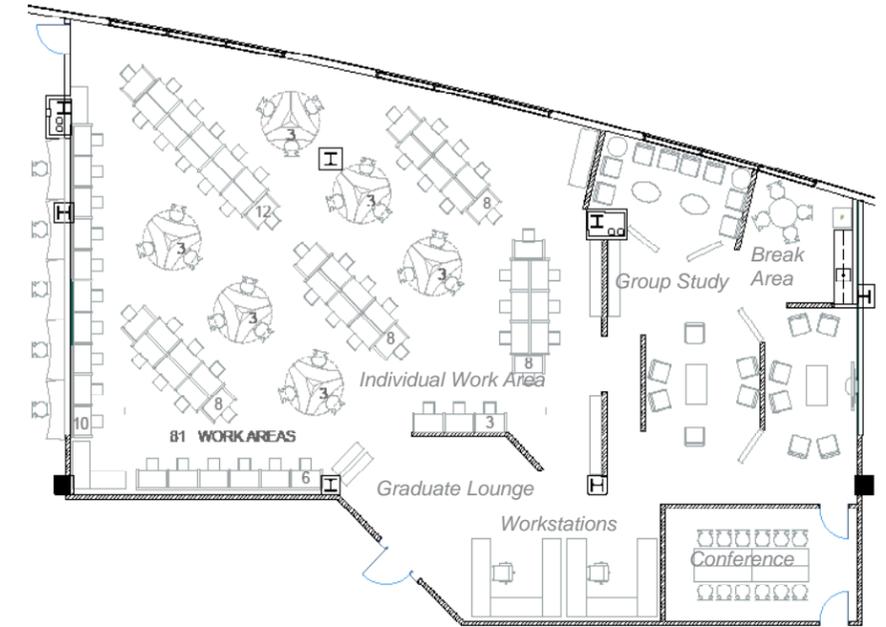
- Graduate Lounge
- Group Study Rooms
- Public Areas
- External Relations
- Directories \*

\* see signage and way finding section for directory information

current graduate lounge



Current Graduate Lounge



Proposed Graduate Lounge

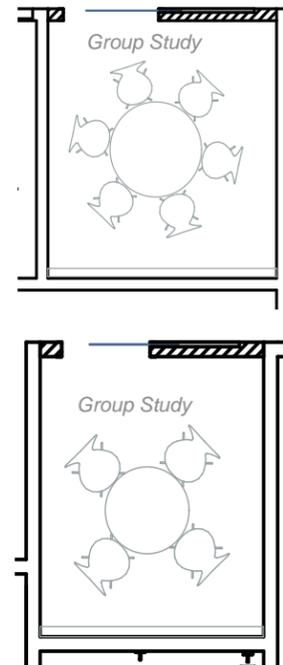
**GRADUATE LOUNGE - Sequential Project Phase 1**

The current Graduate Lounge is located on the third floor south of the atrium and secluded from most of the activities occurring in the library. While this space has been adequate spatially and has good lighting due to the clerestory windows, the library and graduate students would like the opportunity for the space to be more integrated into the main functions of the library. The new Graduate Lounge location is on the north side of the building on the second floor. The new area will be larger and include additional private study carrels, group study areas, comfortable lounge type seating, a group study room, a small breakroom area and workstations for graduate staff. The design of the new Graduate Lounge will give the space its own identity and image and will promote graduate studies at UNLV. It is proposed that the Graduate Lounge will receive new furnishings throughout and its existing furniture relocated to other redesigned public areas of the library.

Construction for new Graduate Lounge will include demolition and new perimeter walls within the second floor area. The new walls will utilize a pre-manufactured wall system that can be assembled on site with a minimum of construction debris and dust. This type of wall may be assembled and finished faster than a standard metal stud wall and drywall partition. This wall may also be taken apart and re-erected to suit a new layout or moved to a new location in the future.

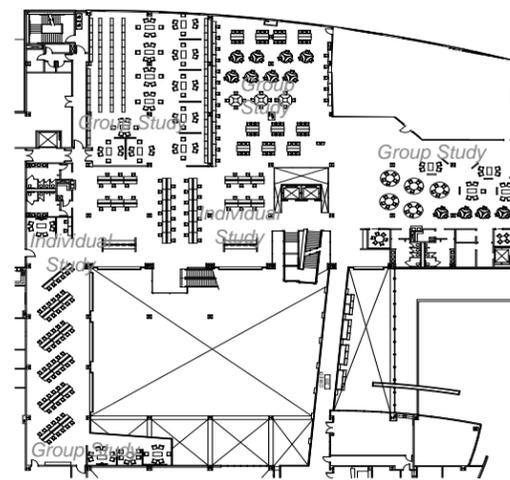


current group study rooms



Current  
Sorting and Copier Rooms

Proposed  
Group Study Rooms

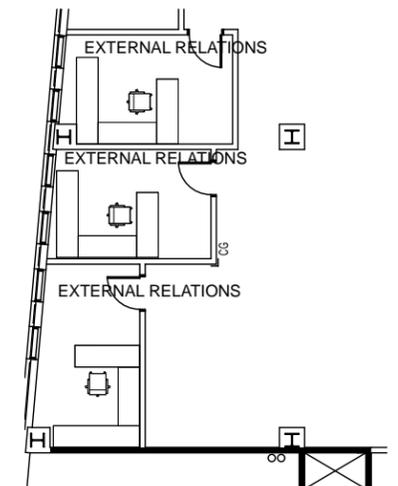
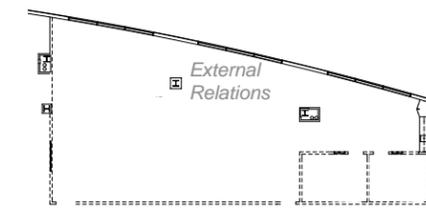


current group study area



Current  
Public Areas and Periodical Stacks

Proposed  
Public Areas



Current  
External Relations

Proposed  
External Relations

**GROUP STUDY ROOMS - Independent Project 2**

Currently there are group study rooms throughout the library but similar to the demand for computer areas, group study rooms are constantly in demand. Currently on the 2nd, 3rd, 4th, and 5th floors there are two areas, one designed as a sorting room and one designed as a copier room which are no longer used. These rooms once converted would seat 4-6 persons, perfect for small group study.

It will take only minimal construction to convert these two spaces on each of the four floors. The copier room has existing casework that will be removed. Both rooms have existing power, data, lighting, mechanical and fire sprinkler systems in place. The recommendation for construction is to use translucent demountable partitions to close off these alcoves and use "barn-type" sliding doors to provide maximum usable space within the rooms.

**PUBLIC AREAS - Independent Project 4**

The existing shelving on the second floor holds current and bound periodicals, reference materials, government documents and maps. The intent of the Library is to reduce physical materials on this floor by moving them to LASR storage.

The second floor shelving will be reduced and the public space will then be redesigned to provide more quiet study space, computer workstations and group study areas. The goal of reworking the public areas is to define zones for each of these various activities to occur. It should be obvious by the furnishings provided the type of activity that is suggested for specific zones.

Additional furnishings will be required for many of these new layouts, however, existing furnishings will first be reconfigured and reused.

**EXTERNAL RELATIONS - Internal Project**

External Relations currently occupies offices on the second floor area where the new Graduate Lounge is to be housed. External Relations also has one office in the Administrative suite that will remain in that location. The balance of the department is suggested to be relocated on the second floor at the south end of the Tech Support area. This space will have an entry door easily accessible to the public areas of the library which will allow for easy access for library staff that may frequent the department.





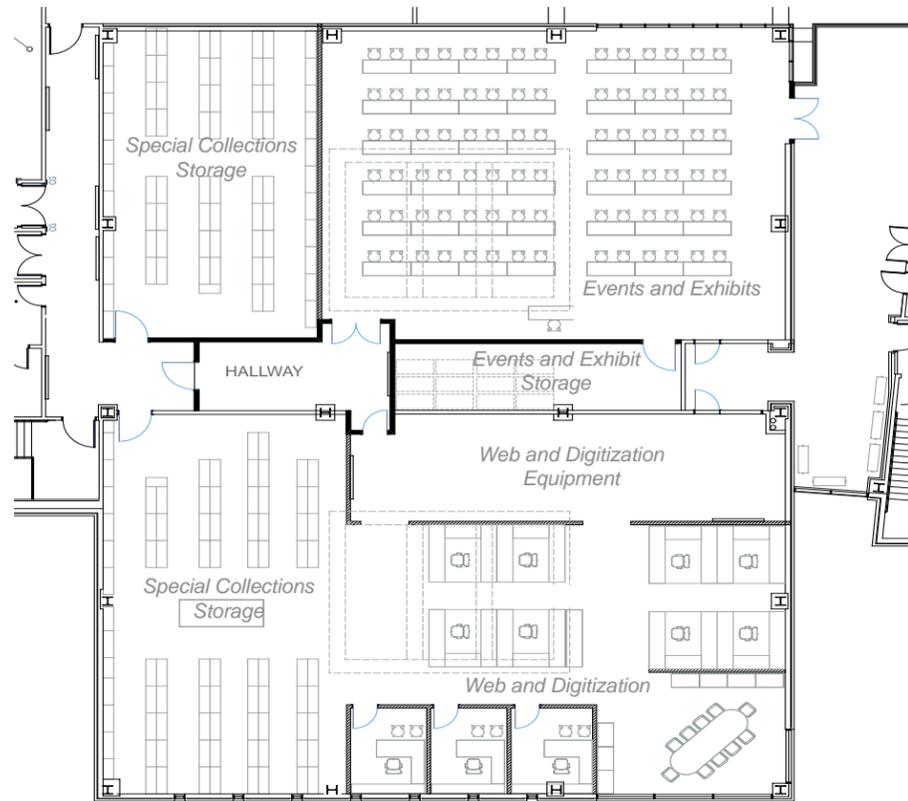
**THIRD FLOOR PLAN**

**PROPOSED PLANS:**

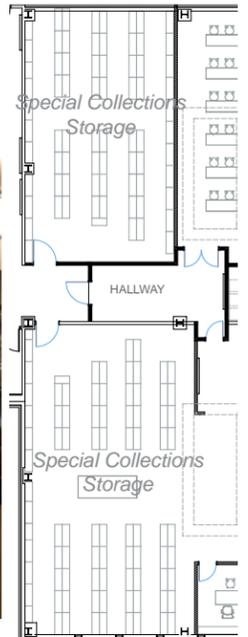
The third floor proposed changes include the following areas:

- Special Collections
- Web and Digitization Services (WDS)
- Events and Exhibits
- Group Study Rooms
- \*Directories

\* see signage and way finding section for directory information



existing graduate lounge



**SPECIAL COLLECTIONS - Sequential Project Phase 2B**

The Special Collections section of the library provides a home for unique materials relating to Las Vegas and Southern Nevada history. Special Collections is the fastest growing physical collection within the library and collections will continue to grow. It has outgrown its current space and requires both processing and storage space. Additional storage for Special Collections is proposed in the adjacent third floor area currently occupied by the Graduate Lounge. The new storage area will be adjacent and open to new WDS space to aid in the processes between the two groups.

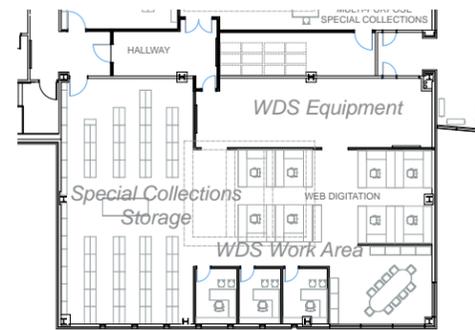
Renovations will include demolition of existing offices and construction of new dividing walls. The new walls will utilize standard metal frame and drywall construction to frame exit hallway areas. The remainder of wall construction is proposed to incorporate a pre-manufactured wall system that can be assembled on site with a minimum of construction debris and dust. This modular wall may be re-erected to suit a new layout or new location for future renovations. The proposed pre-manufactured walls can be erected below the existing ceilings to minimize reworking of existing mechanical, fire sprinkler and lighting systems. The layout for this third floor area has taken into account existing ceiling detail and clerestory windows that will remain.



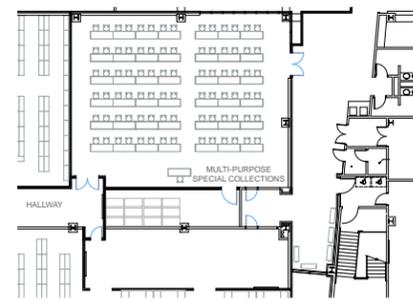
room is cramped with equipment and needs more room



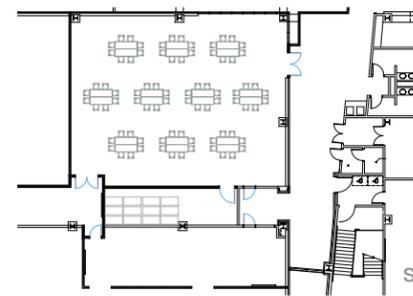
Current Vacant Office Space



Proposed WDS Department

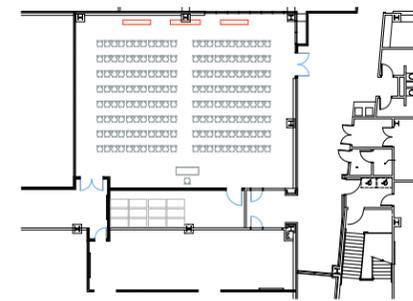


seats (84)



seats (80)

Current Graduate Lounge

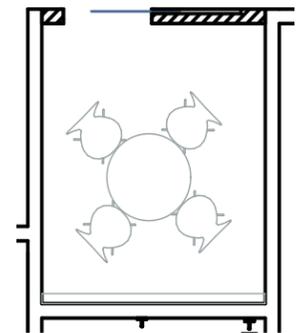
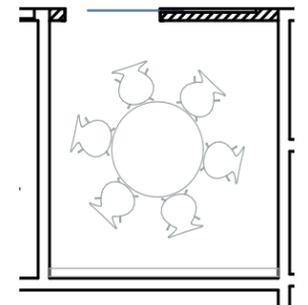


seats (176)

Proposed Events and Exhibits Space



current group study rooms



Proposed Group Study Rooms

Current Sorting and Copier Rooms

**WEB AND DIGITIZATION SERVICES (WDS) - Sequential Project Phase 3**

WDS is a new library function that has developed in the past decade. Advances in technology provide opportunities for libraries to digitize and “catalog” their unique collections. This department was not in existence when the library was originally designed but has become one of the fastest growing departments within the Library. Currently WDS is located on the second floor in a small area carved out of Technical Services. Many of the digitization related activities are performed in conjunction with Special Collections. For this reason these departments have a primary adjacency to one another. The new location for WDS will allow for departmental growth.

While most interior walls are proposed to be pre-manufactured wall systems that do not extend all the way to the existing ceiling and will minimize reworking of existing mechanical, fire sprinkler and lighting systems, the three offices would need floor to ceiling walls for privacy.

**EVENTS AND EXHIBITS ROOM - Sequential Project Phase 4**

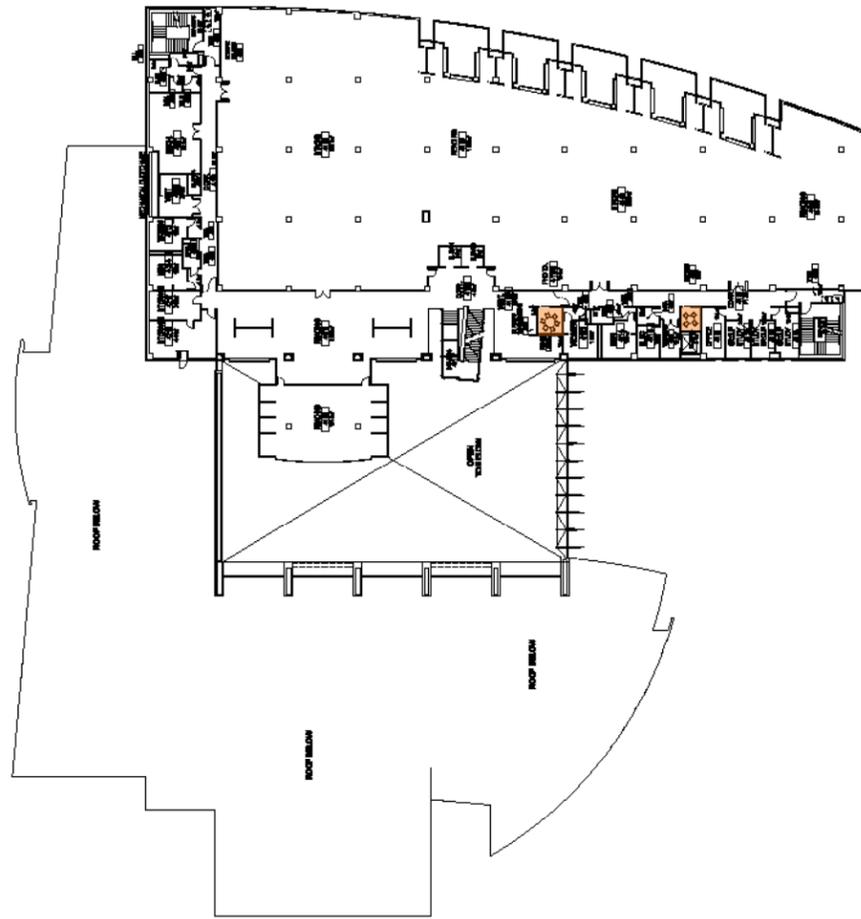
A new Events and Exhibits Room is to be provided on the third level adjacent to WDS and Special Collections. This new room will be highly flexible and can be used for large meetings, classroom training, public lectures and events, and exhibiting a portion of the Special Collections materials. The large adjacent storage room and catering prep area will allow for the transition of these various activities. The new room will include upgrade phone and data and audio visual system components.

**GROUP STUDY ROOMS - Independent Project 2**

As on the second floor there are group study rooms throughout the library but similar to the demand for computer areas, group study rooms are constantly in demand. Currently on the 2nd, 3rd, 4th, and 5th floors there are two areas, one designed as a sorting room and one designed as a copier room which are no longer used. These rooms once converted would seat 4-6 persons, perfect for small group study.

It will take only minimal construction to convert these two spaces on each of the four floors. The copier room has existing casework that will be removed. Both rooms have existing power, data, lighting, mechanical and fire sprinkler systems in place. The recommendation for construction is to use translucent demountable partitions to close off these alcoves and use “barn-type” sliding doors to provide maximum usable space within the rooms.





**FOURTH FLOOR PLAN**

**PROPOSED PLANS:**

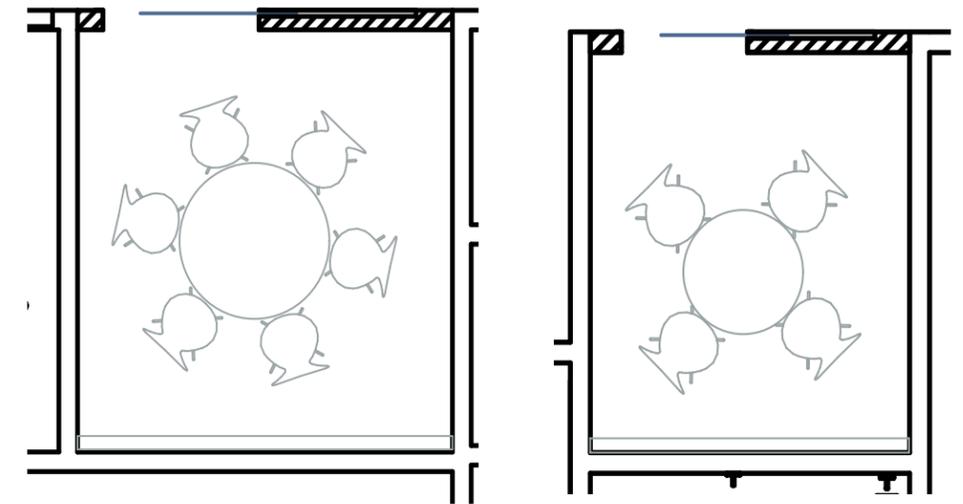
- The fourth floor proposed changes include the following areas:
- Sorting Room and Copier Room



**FIFTH FLOOR PLAN**

**PROPOSED PLANS:**

- The fifth floor proposed changes include the following areas:
- Sorting Room and Copier Room



**Current Sorting and Copier Rooms** **Proposed Group Study Rooms**

**GROUP STUDY ROOMS - Independent Project 2**

As previously indicated on floors 2 and 3, there are group study rooms throughout the library but like the demand for computer areas, group study rooms are consistently in demand. Currently on the 2nd, 3rd, 4th, and 5th Floors there are two areas, one designed as a sorting room and one designed as a copier room which are no longer used. These rooms once converted would seat 4-6 persons, perfect for small group study.

It will take only minimal construction to convert these two types of spaces on each of the four floors. The copier room has existing casework that will need to be removed. Both rooms have existing power, data, lighting, mechanical and fire sprinkler system in place. The recommendation for construction is to use translucent demountable partitions to close off these alcoves and use barn type sliding doors to provide maximum usable space within the rooms.



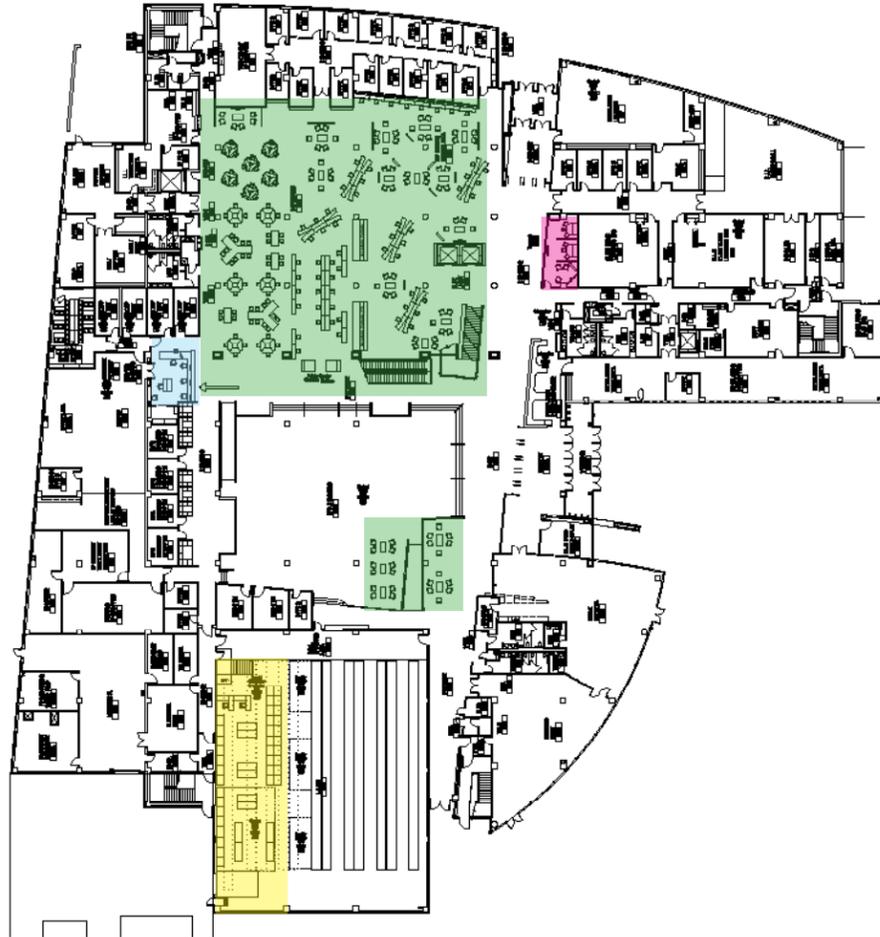
## *furniture solutions*

### **FURNITURE SOLUTIONS:**

The original furniture purchased when the library opened in 2001 and is currently in very good condition. It was appropriately specified for a high use need and can be reused in many of the areas that are being remodeled. The design intent is to re-use all of the furniture and shelving that fits the need for the new spaces. There are however, some new spaces that will require a different kind of furniture solution. This report section describes the proposed furniture solutions to support those needs.

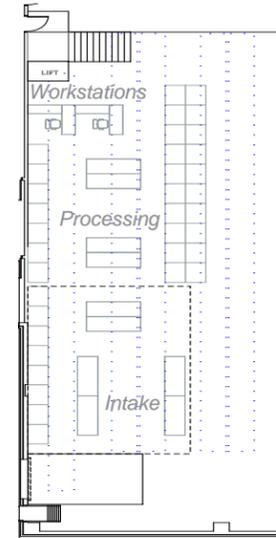
The following furniture solutions are examples of types of furniture that will meet the design intent. It is suggested that prior to purchase of new furniture groupings a "pilot program" is implemented whereby various furniture vendors supply furniture to test. Actual use can then be verified to assure that the furniture meets the needs and is being utilized as intended.





FIRST FLOOR PLAN

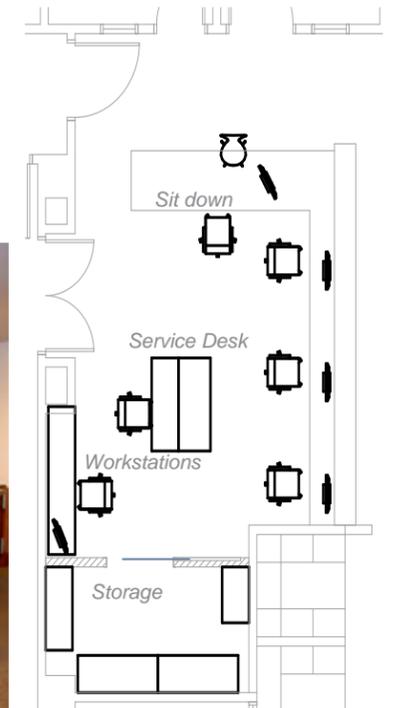
proposed industrial shelving and uniform boxes for Special Collections processing



**SPECIAL COLLECTIONS INTAKE - Sequential Project Phase 2a**

The new processing area for Special Collections will be equipped with layout tables, workstations and uniform storage shelving. The storage shelving will offer temporary storage for materials as they are being processed. It is assumed that the tables and workstations will be furnishings relocated from other areas of the library. The storage shelving will be purchased.

existing service desk and area for expansion



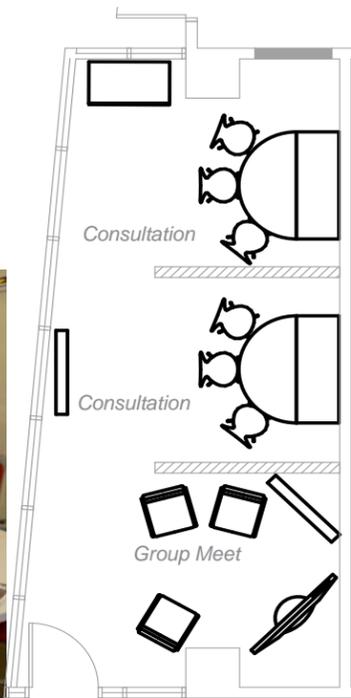
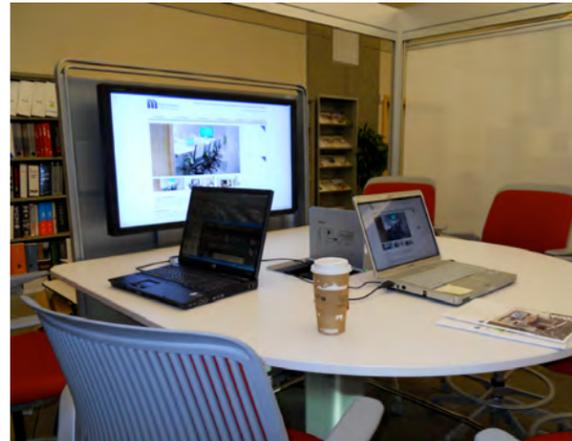
**SERVICE DESK - Independent Project 1 A, B**

The existing service desk casework is in excellent condition and the design aesthetically fits well with the interior architecture of the Lied Library. Therefore the intent is to reuse components from the vacated service desk and rework this desk to meet the larger footprint and new operational requirements. The granite countertops however may need to be replaced.

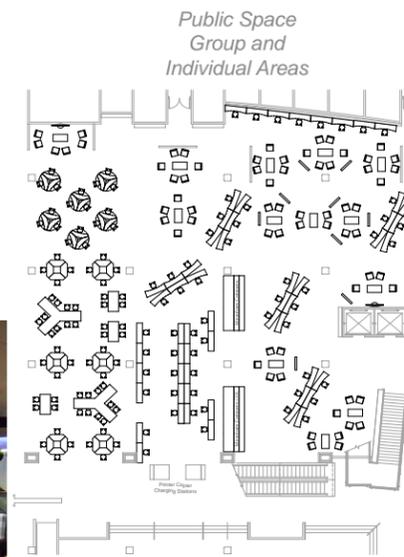
Additional furnishings required for this area consist of task chairs, worktables, and shelving. These items may be relocated from other existing library areas and if not available will be purchased.



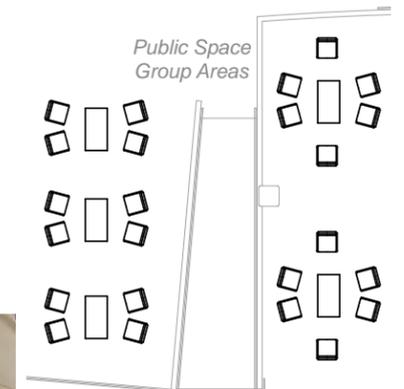
group setting for research consultation setup



individual student work areas



student group or individual study area



**RESEARCH CONSULTATION ROOM - Independent Project 1C**

The goal of the Research Consultation Room is to provide work areas for Library staff to work with either an individual student or a small group of students to explore methods of research available within the Library. Each work area will be equipped with a computer, a work table and storage area for books and reference materials. The work table provided should allow the library staff to sit adjacent to the student(s) for better collaboration. Translucent demountable partitions are used to divide the three consultation areas.

**PUBLIC AREAS - Independent Project 3**

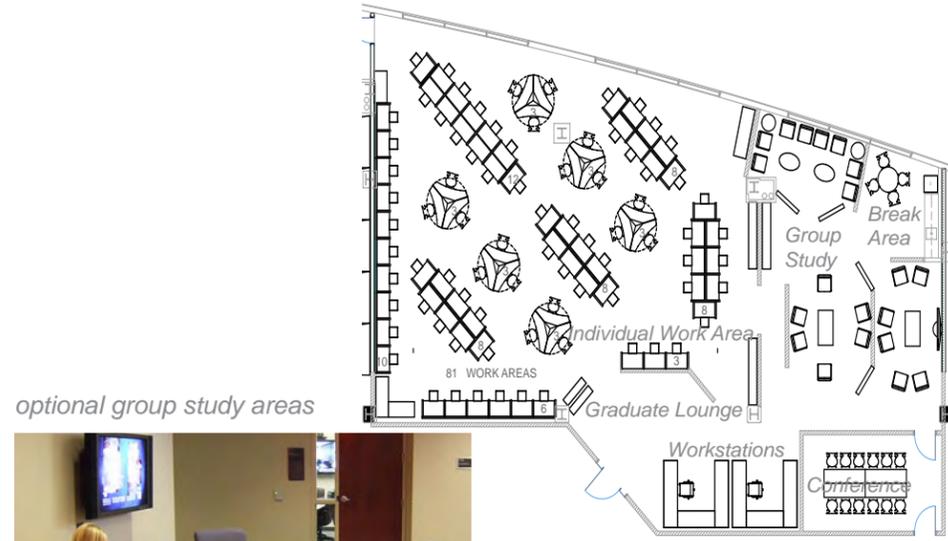
The first goal of reworking the public areas is to provide additional locations for individual computer stations, quiet study areas and group study areas. An additional goal is to provide zones for the various activities that are delineated by the placement of furnishings and are easily recognizable.

Existing furniture can be reused where appropriate, however new furniture groupings will be purchased to achieve the desired mix of functions.





SECOND FLOOR PLAN



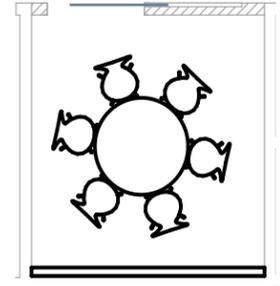
optional group study areas



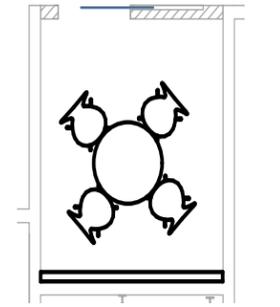
**GRADUATE LOUNGE - Sequential Project Phase 1**

The selection of furnishings for the Graduate Lounge includes new study carrels for individual computer or book work, lounge type seating for individual or group use and group study arrangements. The furniture selected will be current in style and will give the Graduate Lounge its own identity. This will provide an incentive for graduate students to fully utilize the space and also promote graduate studies at UNLV.

optional group study table and chairs



GROUP STUDY 1



GROUP STUDY 2

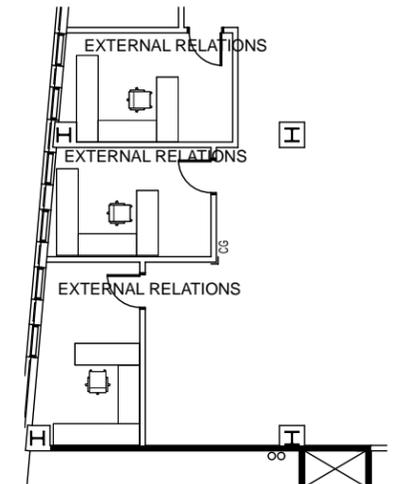
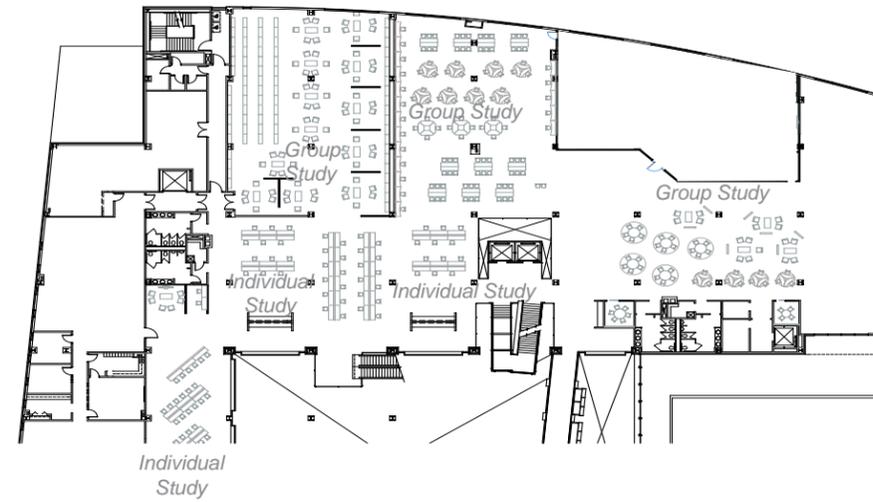
**GROUP STUDY ROOMS - Independent Project 2**

Either traditional or modern table and chair settings can be used and perhaps alternated within the various rooms to provide flexible group space. Rooms will also be equipped with white boards and small storage shelving for personal items.





optional group study areas



**PUBLIC AREAS - Independent Project 4**

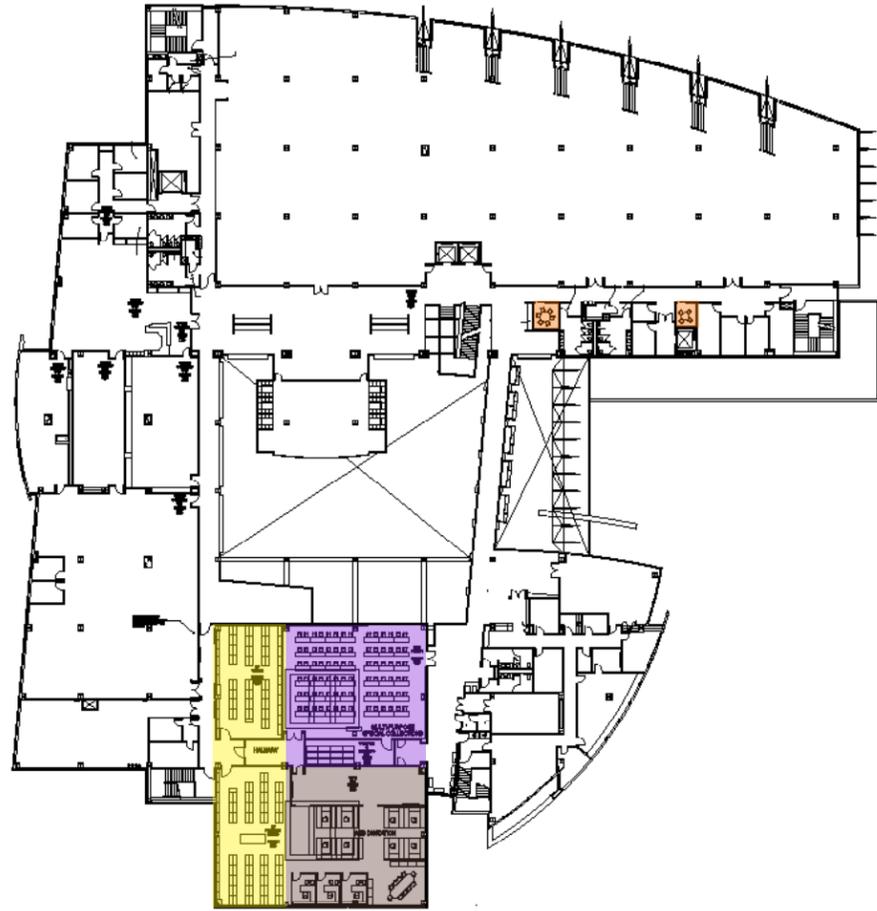
The first goal of reworking the public areas is to provide additional locations for individual computer stations, quiet study areas and group study areas. An additional goal is to provide zones for the various activities that are delineated by the placement of furnishings and are easily recognizable.

Existing furniture can be reused where appropriate, however new furniture groupings will be purchased to achieve the desired mix of functions.

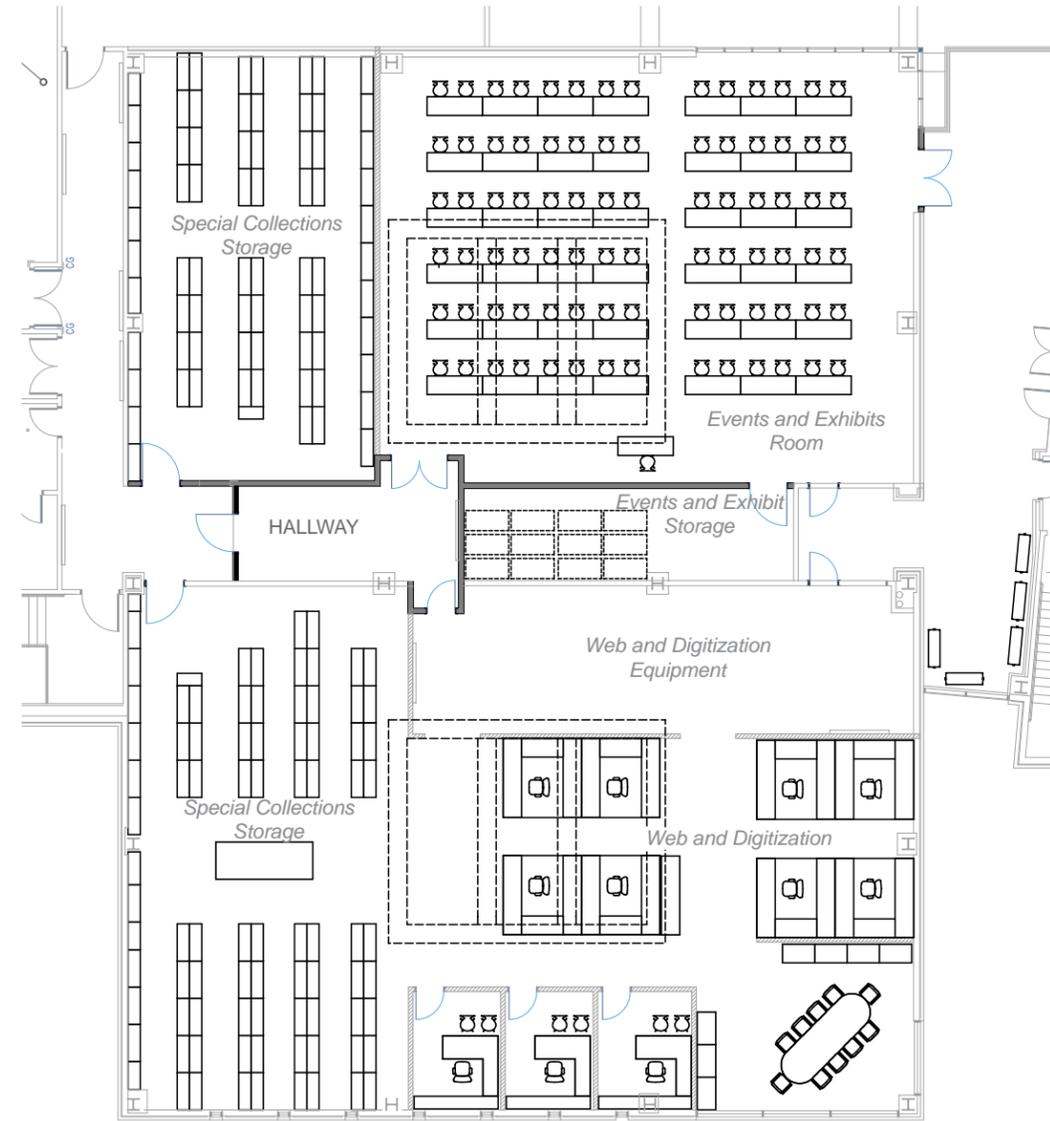
**EXTERNAL RELATIONS - Internal Project**

External Relations will relocate into existing offices with no reconfiguration.





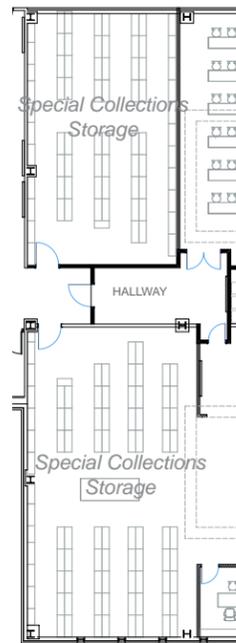
THIRD FLOOR PLAN



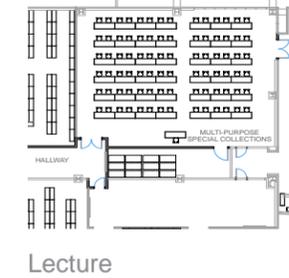
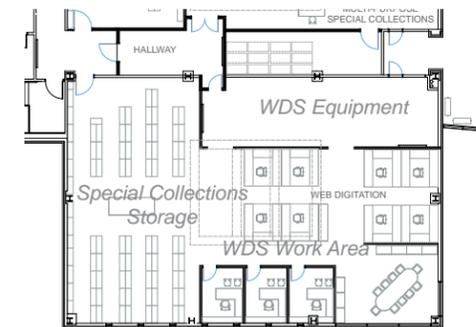
SPECIAL COLLECTIONS	WDS	EVENT AND EXHIBITS
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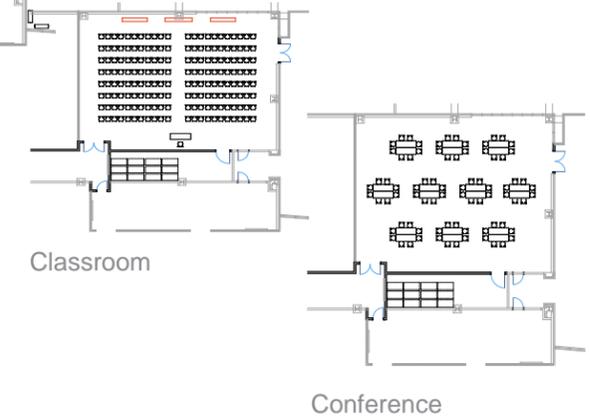
existing shelving for optional re-use



optional workstation configuration



optional classroom configuration



**SPECIAL COLLECTIONS - Sequential Project Phase 2**

In the Special Collections storage expansion the intent is to re-use much of the shelving that is being removed from the 1st and 2nd Floors. Once the library completes the condensing and elimination of periodicals, materials, and other items an inventory will take place. Upon this completion, the exact amount of shelving will be known.

**WEB AND DIGITIZATION SERVICES (WDS) - Sequential Project Phase 3**

WDS requires new furnishings with the exception of the digital equipment that will be relocated to this area. New furnishing will include (8) workstations, furniture for (3) offices, and one conference area.

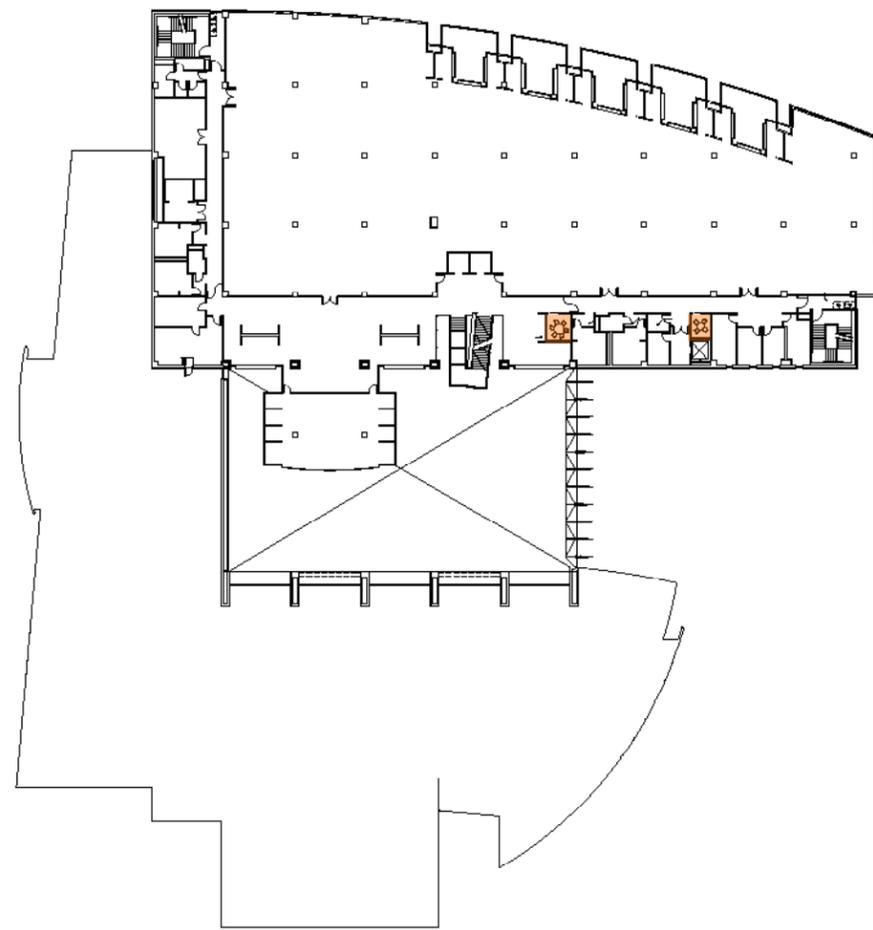
**EVENTS AND EXHIBITS ROOM - Sequential Project Phase 4**

This room is a new addition to the library needs. All furniture will be new. The intent is to use tables (on wheels) and (stackable) chairs in any one of the above layouts. The storage room would be used to house those items not in use when the configuration changes. The layouts are as follows:

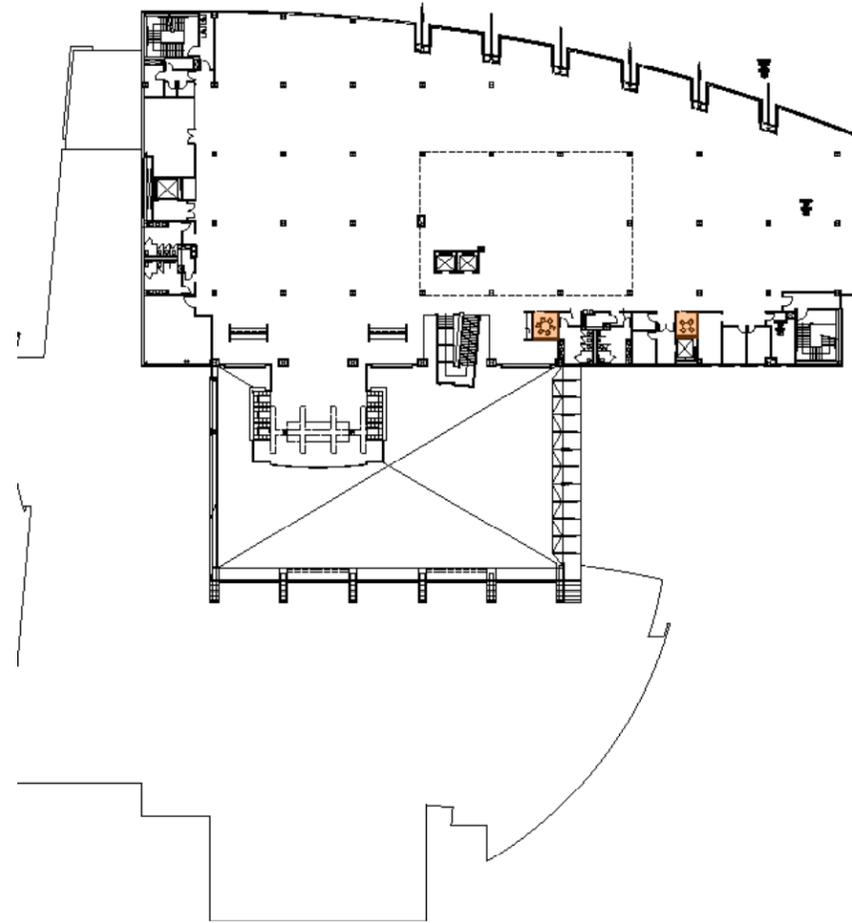
- Lecture 176 people
- Classroom 84 people
- Conference 80 people

The space will also accommodate some exhibit cases.



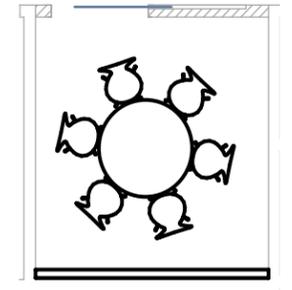


FOURTH FLOOR PLAN

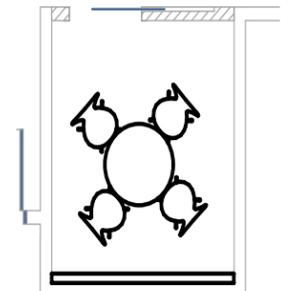


FIFTH FLOOR PLAN

*optional group study table and chairs*



GROUP STUDY 1



GROUP STUDY 2

**GROUP STUDY ROOMS - Independent Project 2**

Either traditional or modern table and chair settings can be used and perhaps alternated within the various rooms to provide flexible group space. Rooms will also be equipped with white boards and small storage shelving for personal items.



## wayfinding and signage strategies

### WAYFINDING AND SIGNAGE

Signage includes building, informational, directional, room identification, and regulatory signs for the built environment. Wayfinding is the process whereby an individual finds his destination. Techniques are developed so travelers can get from one destination to another on their own. One way to accomplish this is to use both static and dynamic design elements that aid orientation.

While this facility had many signs in place, there has never been a wayfinding system implemented.

Existing signs within the library were designed to complement the architectural interiors, however, there has always been a challenge in the visibility due to the low contrast of the backlit letters with the aluminum sign faces. This remodel allows an opportunity to update and improve these signs with graphic enhancements. The photographs indicate the difficulty to read the type on many of the signs.

Further design of a comprehensive signage and wayfinding package should coincide with the library renovations, as several of the areas that need improvement are within the areas targeted for remodel.

We recommend development of a master plan to address the issues of wayfinding and informational signage. Currently, interior signage is often challenging to read and difficult to locate. In addition, the library should take advantage of the opportunity to use signage as a branding vehicle, communicating a consistent, cohesive identity in look, feel and messaging. In this regard, we suggest using successful retail models for guidance.

Some of these challenges, particularly as they apply to the more costly backlit overhead signage, can be dealt with through simple modifications (changing the color of the lighting, for example). Others, such as floor plans, informational posters and instructional one-sheets, will require graphic redesigns utilizing more consistent sizes, color schemes, fonts and visual presentation using the libraries branding elements.

Properly-placed and well-designed signage can alleviate many questions while enhancing the overall patron experience.





Photo 1



Photo 2



Photo 3

### EXISTING ENTRY SIGNAGE

These photographs show various examples of current signage. Photos 1 and 2 show permanent signs that were designed and installed with the original construction of the Library and photo 4 shows examples of more recent temporary signs.

An original building directory was removed due to concern over the integrity of the mounting method on storefront glass. It is desired to provide a new building directory at the main entry.

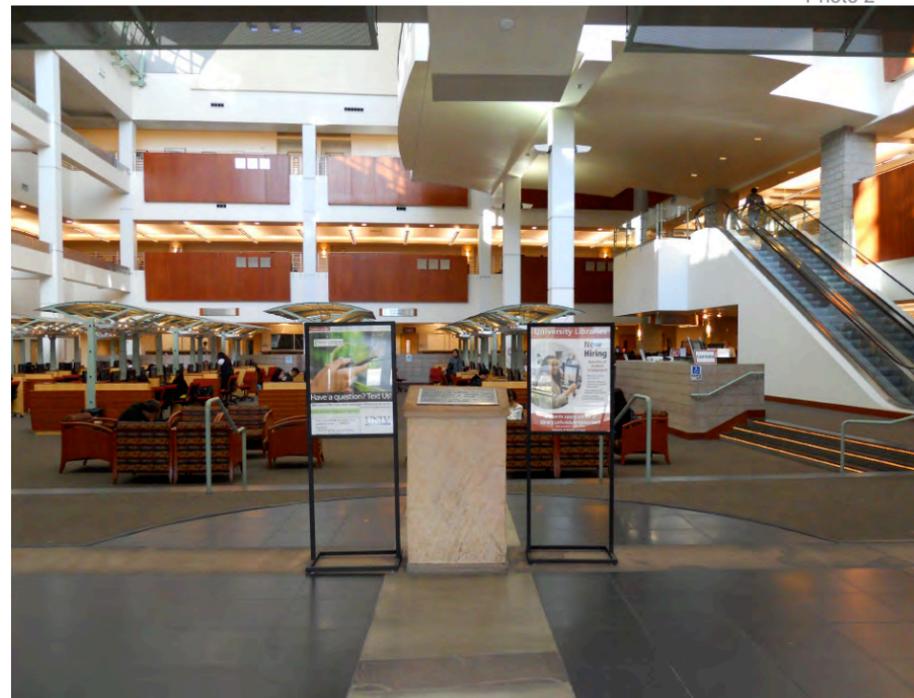


Photo 4

Photo 3 shows current floor plan directory signage located at the north entry to the library. These are smaller scaled floor plans mounted on the wall. These plans can be updated to reflect the new floor plan configurations and similar plan signage can be located at main circulation points on each floor level.



existing signage is difficult to read



**EXISTING SIGNAGE**

The existing overhead signage has always been difficult to read from a distance due to the low contrast level of the backlit letters with the brushed aluminum sign faces.

Strategies to improve the existing signs include:

- Change the color of the LED lights from purple to white
- Add contrasting translucent backer to further contrast the text from the aluminum face



Photo 1

**EXISTING DISPLAY CABINETS**

The library has various types of display cases located throughout the facility. As shown in Photo 2, this display case was designed to enhance the other interior casework features and interior design. The cases in Photo 1 were added without taking into account the existing design.

Strategies for improving the Library displays:

- Provide digital monitors to allow current messages and events to be displayed and allow ease of changing content
- Analyze the Library holistically and place groupings of displays where appropriate and meaningful



Photo 2



With many of the functions and departments within the Library moving to new locations it will be imperative to provide signage and wayfinding to direct patrons.

The following plans indicate suggested signage locations to provide a continuity from building entry to the various floors and destinations.

— Indicates proposed location of graphic signage for the major directional and area signage and wayfinding points.

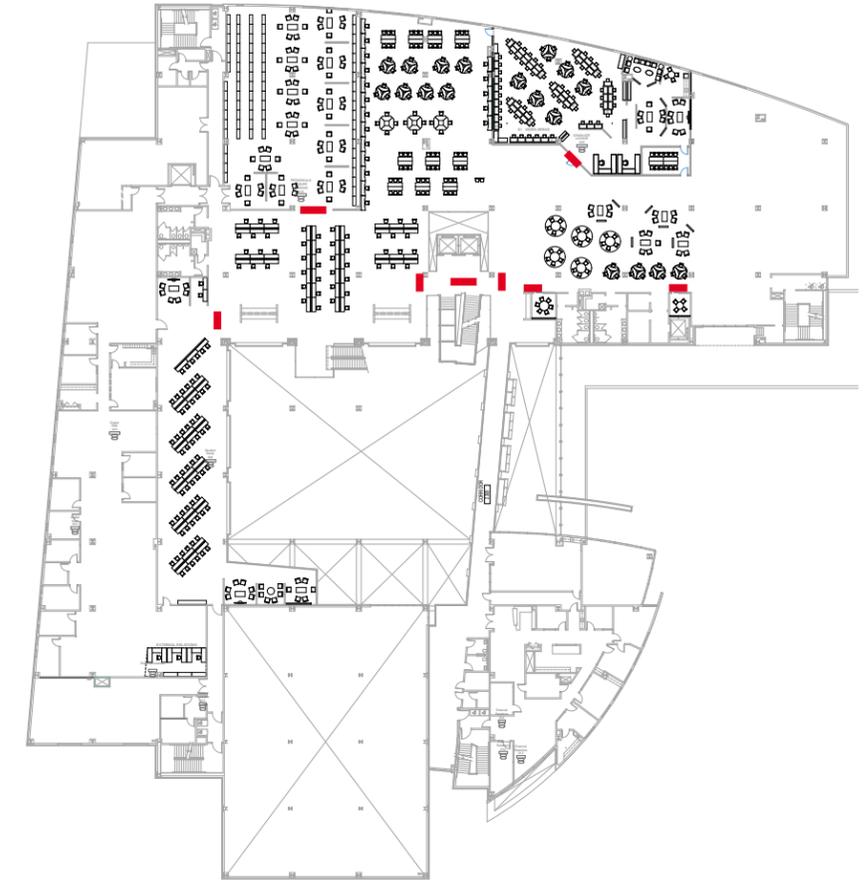
Note: There will be various additional locations for secondary signs throughout the library that is not noted on these plans.



FIRST FLOOR PLAN

Currently there are two points of ingress, both needing updated directory signage as well as opportunities to display current events and messages. Various methods of display can be utilized including static, yet easily changeable directories and/or digital dynamic signs. Existing identification signs should be reused as much as possible incorporating strategies for relamping and increasing visibility.

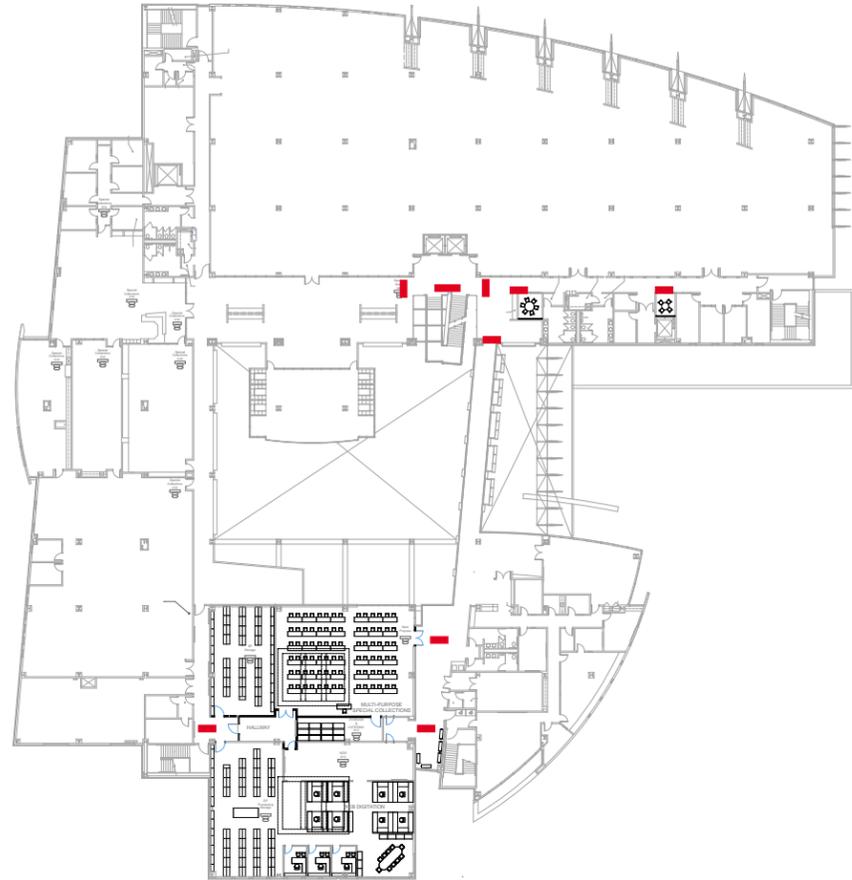
Many existing signs will be modified to improve legibility and accommodate the use change to that area. New signage will need to identify the new locations of the various services offered throughout the first floor.



SECOND FLOOR PLAN

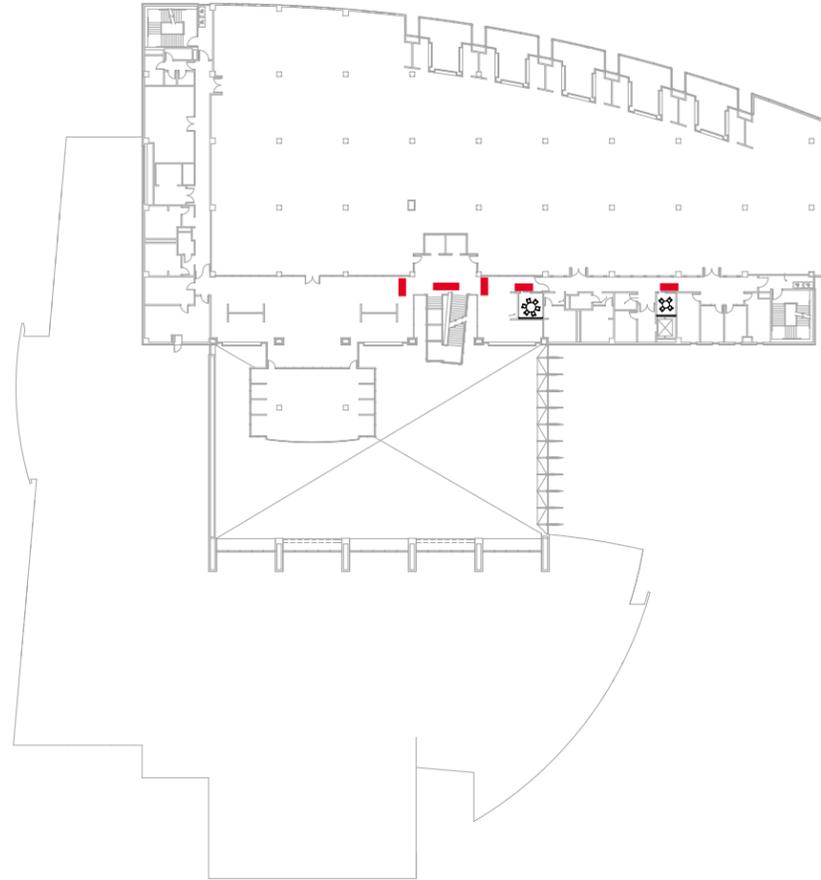
The second floor should also incorporate directory signage, easily identifiable and located at traffic areas. New signage will need to identify the new locations of the Graduate Lounge, Individual and Group Study areas, and the Group Study Rooms.





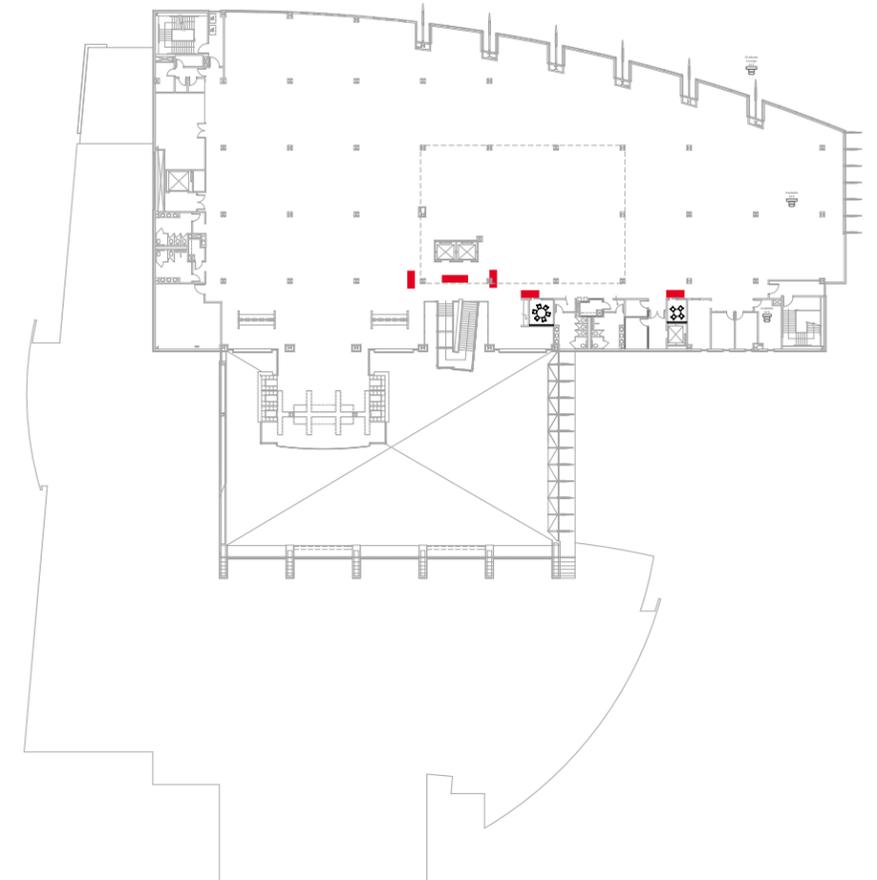
**THIRD FLOOR PLAN**

The third floor should also incorporate directory signage, easily identifiable and located at traffic areas. New signage will need to identify the locations of the new Group Study Rooms, Events and Exhibit Room, and Web and Digitization Services.



**FOURTH FLOOR PLAN**

The fourth floor should also incorporate directory signage, easily identifiable and located at traffic areas. New signage will need to identify the locations of the new Group Study Rooms.

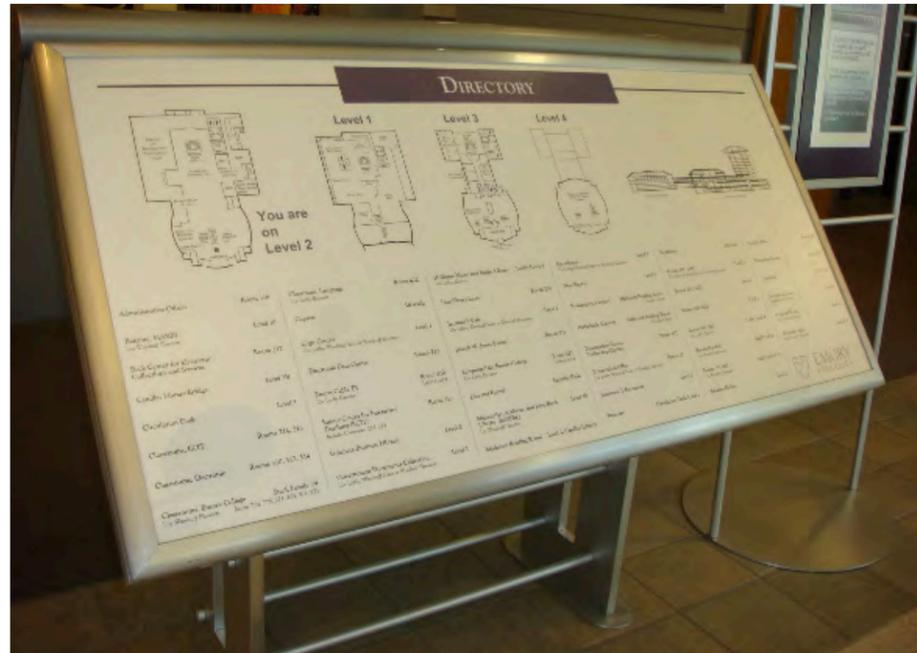


**FIFTH FLOOR PLAN**

The fifth floor should also incorporate directory signage, easily identifiable and located at traffic areas. New signage will need to identify the locations of the new Group Study Rooms.



optional static directory



**WAYFINDING OPTION - Static Directory**

Wayfinding approaches should be simple and easy to follow. There should not be a need to ask for instructions until the destination is reached. Successful wayfinding techniques can vary in sophistication as part of a system that is implemented throughout the facility. A static directory is a simple layout of each of the floor plans with a list of what is located on each floor.

optional wayfinding graphics



**WAYFINDING OPTION - Wayfinding and Directional Signage**

There are various ways of moving patrons through large volumes of space. One option is through consistent directional signage along the path of travel.



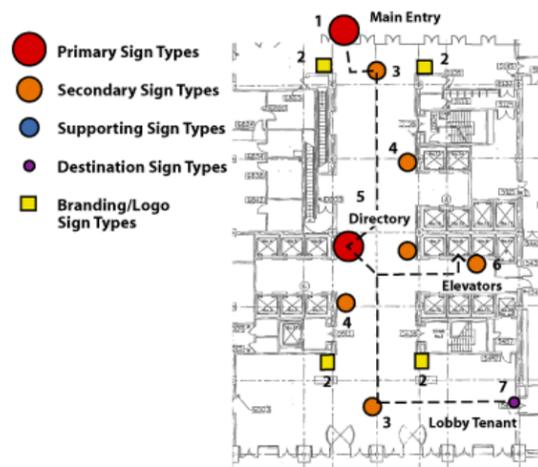
optional dynamic graphics



**WAYFINDING OPTION - Interactive Digital Displays**

Another integrated approach utilizing current technology is dynamic interactive signage mixed with the use of static signage. This option has the ability to share a large amount of information and attracts attention. It not only draws patrons in but keeps them involved in the activities available. Directories, information, and events are just a fingertip away.





Example of graphic wayfinding



Another example of graphic wayfinding

**WAYFINDING OPTIONS**

Color can be a simple wayfinding method demonstrated in these photographs. Color is a useful design element emphasizing the navigation through large spaces.

*optional wayfinding graphics*



*optional wayfinding solution*





# *probable costs and sequencing*

**PROBABLE COSTS AND SEQUENCING:**

The following charts provide detailed information to augment the chart on Page 11.



**ESTIMATE OF PROBABLE COSTS**

**LEGEND**

- Special Collections
- Service Desk
- Research Consultation Room
- Public Area - Expansion
- Graduate Lounge
- External Relations
- Group Study Rooms
- Web and Digitization Services
- Events and Exhibits Room
- Lobby Flooring

The Estimates of Probable Costs have been separated into categories of Sequential Project and Independent Projects. The Sequential Projects are listed in the preferred sequence to meet the project goals. The Independent Projects are those that can be done individually or grouped, but could also be accomplished within any phase of the Sequential Projects.

**Sequential Projects - Construction**

Sequential Projects	Floor	Construction Costs	**Factor	Total
<b>Phase 1:</b> Graduate Lounge	2nd	\$ 273,000	1.3	\$ 354,900
<b>Phase 2A:</b> Special Collections LASR Intake	1st	\$ 132,000	1.5	\$ 198,000
<b>Phase 2B:</b> Special Collections	3rd	\$ 220,000	1.5	\$ 330,000
<b>Phase 3:</b> Web and Digitization Services	3rd	\$ 266,000	1.3	\$ 345,800
<b>Phase 4:</b> Events and Exhibits Room	3rd	\$ 363,000	1.3	\$ 471,900
<b>Total</b>				<b>\$1,700,600</b>

These projects include furnishings as well. Refer to chart below for more information.

**Sequential Projects - Furnishings**

Sequential Projects	Floor	*FF&E Costs	**Factor	Total
<b>Phase 1:</b> Graduate Lounge	2nd	\$ 116,000	1.3	\$ 150,800
<b>Phase 2A:</b> Special Collections LASR Intake	1st	\$ 8,400	1.5	\$ 12,600
<b>Phase 2B:</b> Special Collections	3rd	Existing	-	Existing
<b>Phase 3:</b> Web and Digitization Services	3rd	\$ 35,000	1.3	\$ 45,500
<b>Phase 4:</b> Events and Exhibits Room	3rd	\$ 65,000	1.3	\$ 84,500
<b>Total</b>				<b>\$ 293,400</b>

**Sequential Projects - Summary TOTALS**

Sequential Projects	Floor	Construction and FF&E	**Factor	Total
<b>Phase 1:</b> Graduate Lounge	2nd	\$ 389,000	1.3	\$ 505,700
<b>Phase 2A:</b> Special Collections LASR Intake	1st	\$ 140,400	1.5	\$ 210,600
<b>Phase 2B:</b> Special Collections	3rd	\$ 220,000	1.5	\$ 330,000
<b>Phase 3:</b> Web and Digitization Services	3rd	\$ 301,000	1.3	\$ 391,300
<b>Phase 4:</b> Events and Exhibits Room	3rd	\$ 428,000	1.3	\$ 556,400
<b>Total</b>				<b>\$1,994,000</b>

\* FF & E excludes costs to move and reset existing furnishings, existing and new equipment, wayfinding devices, and library shelving.

\*\* The Factor is based on certain assumptions that take into account that projects will commence within a certain amount of time. This factor is comprised of a variable percentage depending on the type of project and complexity of the project. Broad scope items included but not limited to are an escalation percentage for a 12 month period, construction contingency, a total project contingency, misc. project expenses, plan review & inspections fees, and construction management fees. The range of factor from 1.3 to 1.5 depends on they type of scope of work, amount of FF&E and how it is related to one or more projects on the list.

\*\*\* There is a lot of existing shelving, tables and chairs, seating areas, and workstations that will be re-used,. The costs to relocate, these items are NOT included in these charts as they will be the responsibility of the library.



**ESTIMATE OF PROBABLE COSTS**

**Independent Projects - Construction**

#	Independent Projects	Floor	Construction Costs	**Factor	Total
1A	Service Desk Casework (removal)	1st & 2nd	\$ 14,000	1.5	\$ 21,500
1B	Service Desk Casework (redesign)	1st	\$ 61,000	1.5	\$ 91,500
1C	Research Couselation Room	1st	\$ 11,000	1.3	\$ 14,300
2	Group Study Rooms	2nd, 3rd, 4th, 5th	\$ 57,000	1.3	\$ 74,100
3	Data Power (additional)	1st	\$ 175,000	1.3	\$ 227,500
4	Data Power (additional)	2nd	\$ 165,000	1.3	\$ 214,500
5	Directory	1st	\$ 13,000	1.3	\$ 16,900
5	Existing Signage	1st, 2nd, 3rd, 4th, 5th	\$ 20,000	1.3	\$ 26,000
5	Wayfinding	1st, 2nd, 3rd, 4th, 5th	\$ 66,000	1.5	\$ 99,000
6	External Relations	2nd	NA	1.X	NA
7	Lobby Flooring	1st	\$ 50,000	1.5	\$ 75,000
<b>Total</b>					<b>\$ 860,300</b>

These projects include furnishings as well. Refer to chart below for more information.

**Independent Projects - Furnishings**

#	Independent Projects	Floor	*FF&E Costs	**Factor	Total
1A	Service Desk Casework Demolition	1st & 2nd	NA	-	NA
1B	Service Deesk Casework Redesign	1st	\$ 4,500	1.5	\$ 6,700
1C	Research Couselation Room	1st	\$ 8,500	1.3	\$ 11,050
2	Group Study Rooms	2nd, 3rd, 4th, 5th	\$ 25,000	1.3	\$ 32,500
3	Data Power	1st	\$ 233,000	1.3	\$ 302,900
4	Data Power	2nd	\$ 256,300	1.3	\$ 333,190
5	Directory	1st	NA	-	NA
5	Existing Signage	1st, 2nd, 3rd, 4th, 5th	NA	-	NA
5	Wayfinding	1st, 2nd, 3rd, 4th, 5th	NA	-	NA
6	External Relations	2nd	NA	-	NA
7	Lobby Flooring	1st	NA	-	NA
<b>Total</b>					<b>\$ 686,340</b>

**Independent Projects - Summary TOTALS**

#	Independent Projects	Floor	Construction and FF&E	**Factor	Total
1A	Service Desk Casework Demolition	1st & 2nd	\$ 14,000	-	\$ 21,500
1B	Service Desk Casework Redesign	1st	\$ 65,500	1.5	\$ 98,250
1C	Research Couselation Room	1st	\$ 19,500	1.3	\$ 25,350
2	Group Study Rooms	2nd, 3rd, 4th, 5th	\$ 82,000	1.3	\$ 106,600
3	Data Power	1st	\$ 408,000	1.3	\$ 530,400
4	Data Power	2nd	\$ 421,300	1.3	\$ 547,640
5	Directory	1st	\$ 13,000	1.3	\$ 16,900
5	Existing Signage	1st, 2nd, 3rd, 4th, 5th	\$ 20,000	1.3	\$ 26,000
5	Wayfinding	1st, 2nd, 3rd, 4th, 5th	\$ 66,000	1.5	\$ 99,000
6	External Relations	2nd	NA	1.X	NA
7	Lobby Flooring	1st	\$ 50,000	1.5	\$ 75,000
<b>Total</b>					<b>\$1,546,640</b>

Recapping, the following lists of the construction projects:

**Sequential Projects (phased)**

- Phase 1:** Construct the Graduate Lounge on the 2nd floor.
- Phase 2A:** Construct the Special Collections intake and processing area within LASR on the 1st floor.
- Phase 2B:** Construct the Special Collections expansion on the 3rd floor.
- Phase 3:** Construct the Web and Digitization area on the 3rd floor.
- Phase 4:** Construct the Events and Exhibits Room on the 3rd floor.

All other work recommended is independent and could be performed whenever funding or donations are available. This work is as follows:

**Independent Projects:**

- 1A:** Service Desk Casework removal on the 1st & 2nd floors.
- 1B:** Service Desk Casework redesign on the 1st floor.
- 1C:** Construction of the Research Consultation Room 1st floor.
- 2:** Construction of the Group Study Rooms 2nd, 3rd, 4th, & 5th floors.
- 3:** Data and power for furniture on the 1st floor.
- 4:** Data and power for furniture on the 2nd floor.
- 5:** Signage, Directories, Wayfinding
- 6:** External Relations
- 7:** Lobby Flooring

Since these items are independent of any other work, priorities can change and the work can be done in any desired order.

<b>Total Sequential Costs</b>	<b>\$ 1,994,000</b>
<b>Total Independent Costs</b>	<b>\$ 1,546,640</b>
<b>Grand Total Costs</b>	<b>\$ 3,540,640</b>





## next steps

### NEXT STEPS:

Planning and Construction has been working with Purchasing on the approach to the RFQ, Request For Qualifications, for an Architect/Interior Designer for the implementation of the LLB Space Master Plan. The intent of the RFQ is to solicit these services for the Sequential Projects, on which the Library has agreement, that are included in the Plan. It is anticipated that the RFQ will be advertised in late Summer 2010. Preparation of the RFQ text has begun. The Library Administration will have the opportunity to review and comment on the draft RFQ document.

Planning and Construction will utilize its On-Call Construction Manager Contract for the Sequential Projects in the Space Master Plan. New contracts are currently being routed for the signatures of five Construction Managers. The contracts are expected to be executed by mid Summer 2010.

Once an Architect/Interior Designer is selected, as the result of the RFQ process, the Architect/Interior Designer will prepare Design Documents and Furniture Bid Packages based on the conceptual program information for each of the Sequential Projects in the Space Master Plan. There will be more detailed program input by Library User Groups on each project with the Library Steering Committee providing overview of all the projects. The Construction Manager will be part of the design team and provide constructability reviews, cost estimation, construction services for each of project working with the Architect/Interior Designer, Library and Planning and Construction.

This Space Master Plan report will be used as a tool to identify various fund raising opportunities to generate donor support for addressing the pressing space needs within the Lied Library.

Local furniture vendors will be contacted to provide samples for on-site testing by students and staff. Several configurations, types and styles of furniture will be tested prior to purchase to ensure that they will meet Library requirements and expectations.





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