

Thomas Memorial Library

Programming Study
Cape Elizabeth, Maine

Reed & Co. Architecture, Portland Maine

TML Library Planning Committee:

Molly MacAuslan, Chair, TML Board of
Trustees

Frank Governali, Town Council

Katharine N. Ray, Town Council

Jessica Sullivan, Town Council

Mary Kate Williams-Hewitt, School Board

Greg Marles, CE Director of Facilities &
Transportation

Jay Scherma, CE Library Director



November 6, 2013

Scope of Services:

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1. Review existing information:

- Previous studies
- Property survey
- Existing building(s) condition / deficiencies
- Information from the August 29th community round table session
- Observations on site

2. Solicit local input regarding needs & goals:

- TML Library Planning Committee
- TML Director and Staff
- Historical Preservation Society
- Schools
- Community Services
- Business Community

3. Develop a building program:

- Use available guidelines of library space allocations
- Research & visit other libraries to study space allocations
- Compare existing TML space to new space allocations

4. Develop Concept Plans:

- Site Plan
- Lower Level Floor Plan
- Upper Level Floor Plan

5. Prepare a project budget

Space Planning Library Guidelines Comparisons:

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Population of Cape Elizabeth: 9,068 (2010 census)

	Connecticut State Library Guideline 2002	Wisconsin Dept. of Public Instruction Guideline 2009
•Population	9,350	9,010
•Collection Space	3,490 sf	4,665 sf
•User Seating Space	1,980 sf	2,040 sf
•Staff Work Space	1,500 sf	1,200 sf
•Meeting Room Space	1,100 sf	1,150 sf
•Special Use Space	1,768 sf	2,360 sf
•*Non-assignable	2,460 sf	4,335 sf
•TOTAL	12,298 sf	15,750 sf

Thomas Memorial Library Program Comparison:

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<u>Name of Space</u>	<u>1985 TML Bldg.</u> Existing Areas (sf)	<u>2013 TML Bldg.</u> Proposed Areas (sf)
Children	1,900	3,340
Adult	3,400	3,350
Circulation Desk	230	720
Technical Services	650	1,500
Meeting Rooms (includes Book Sale)	1,320	1,640
Young Adult / Computer	440	1,500
Lobby	250	420
Storage / Utility	1,100	1,200
Historical Preservation Society	660	-
SUBTOTAL	9,950 net sf	13,670 net sf

Non-Assignable Space Such as corridors, toilets, stairs, etc	4,515	2,360
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TOTAL AREA	14,465 gross sf	16,030 gross sf
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9,950 = 69% Efficient
14,465

13,670 = 85% Efficient
16,030

Efficiency is the ratio of **net area** (usable) to **gross area** (total)

Summary of Users, Stake Holders & Community Input:

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School Board, School Leadership & Community Services

- Pond Cove School students go to the library after school and get picked up later by parents.
- Desire a bus turn around for possible bus drop off.
- Community Center desires a walking connection with the library for its Pre-K programs after-care programs & summer programs.
- Use of existing school playground by library patrons is a security issue during school hours.
- Lockable playground for Library patron geared towards Pre-K.

Business Community of Cape Elizabeth

- No large businesses in Cape Elizabeth.
- Desires meeting space for less than 6 people with night-time access.
- Desires Business Center- small room with fax, printer, copier & computer
- Business Community currently funds books for the library- could be involved in programs such as for Seniors.
- Business Community uses other meeting space in the Cape- i.e. Fire House,
- Police Station, local restaurants.

Roundtable Public Input Session

- Reed & Co. Architecture attended the August 29, 2013 Input Session at Cape Elizabeth High School Cafeteria and heard the comments and concerns from the citizens present. Please refer to Appendix C for event summary.

Staff of Thomas Memorial Library

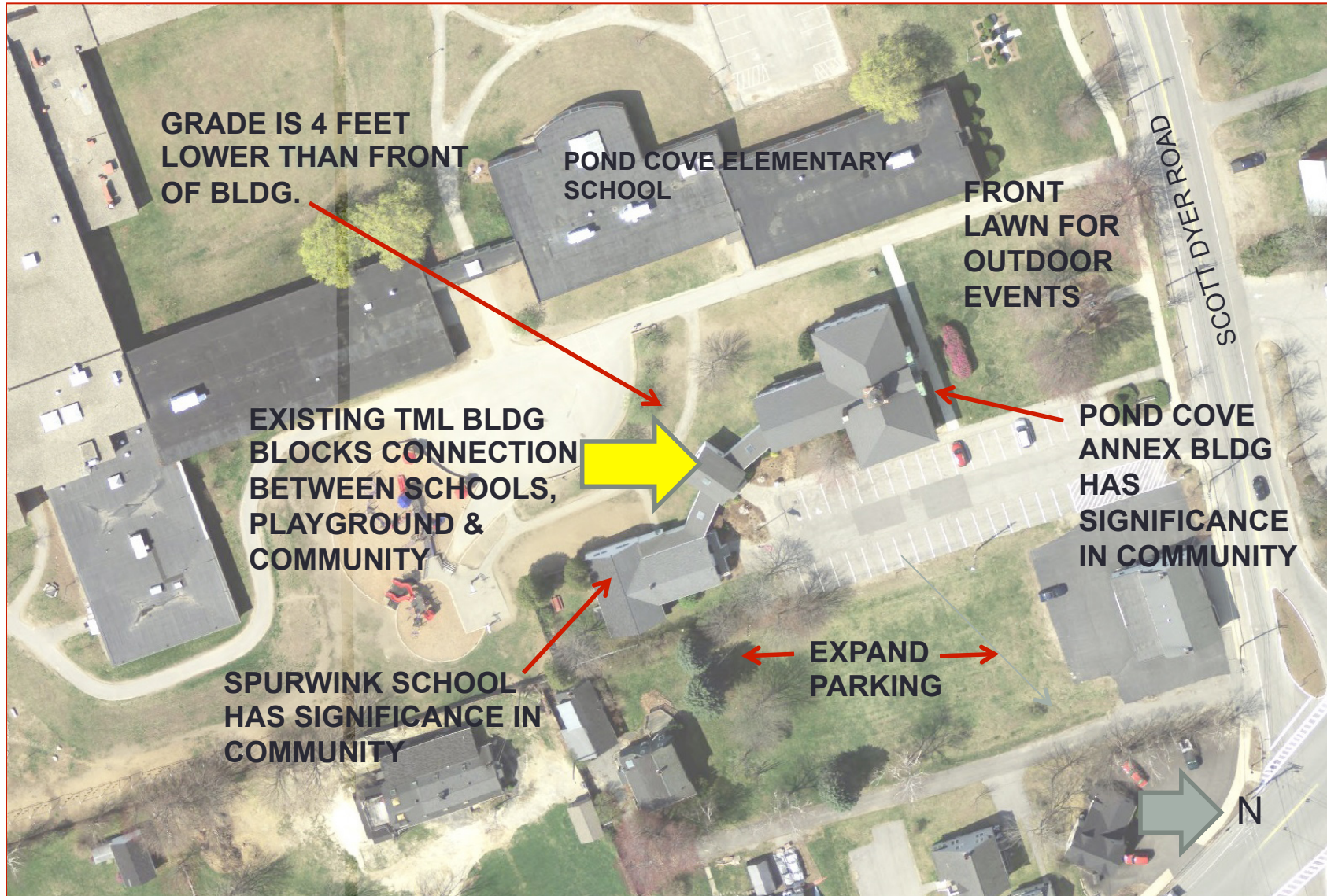
- Handicap lifts are not used thus limiting accessibility by patrons & staff.
- Poor visual and physical connection between circulation desk and other staff.
- Circulation desk space is limited and cannot accommodate the Inter Library Loan (ILL).
- Staff is spread out through library- Security & Communications issue.
- Desire adjustable work -stations for multiple users of work stations and reference desk.
- Desire dedicated printer for staff and separate one for public.
- Desire to print using wireless.
- Children Programs are constrained by low head- room and structural columns- Story Time is often 40-50 combined children / adults.
- Desire more storage space in Children's Room for crafts, props, toys, puzzles, etc.
- Desire Living Room Space for Socrates Café in Adult Reading (10-20 people).
- Desire general information near entrance (i.e. tax forms, brochures)
- Desire cozy spaces for reading.
- Young Adult space is noisy and needs acoustical separation.
- Patrons like Art Displays and Book Sales.

Historical Society of Cape Elizabeth

- Desires more Public Visibility- No current Display Space
- Requires Handicap Accessibility
- Requires Archival Storage Space, Humidity Controlled
- Requires Secure Space (Non- Combustible)
- One third of collection is Town Records, maps etc.
- Current Space: 950 sq.ft. --- Desires 1200 sq.ft.
 - 350 sq.ft. Archives
 - 300 sq. ft Office
 - 300 sq.ft. Shared Conference Space (Maine Rm.)

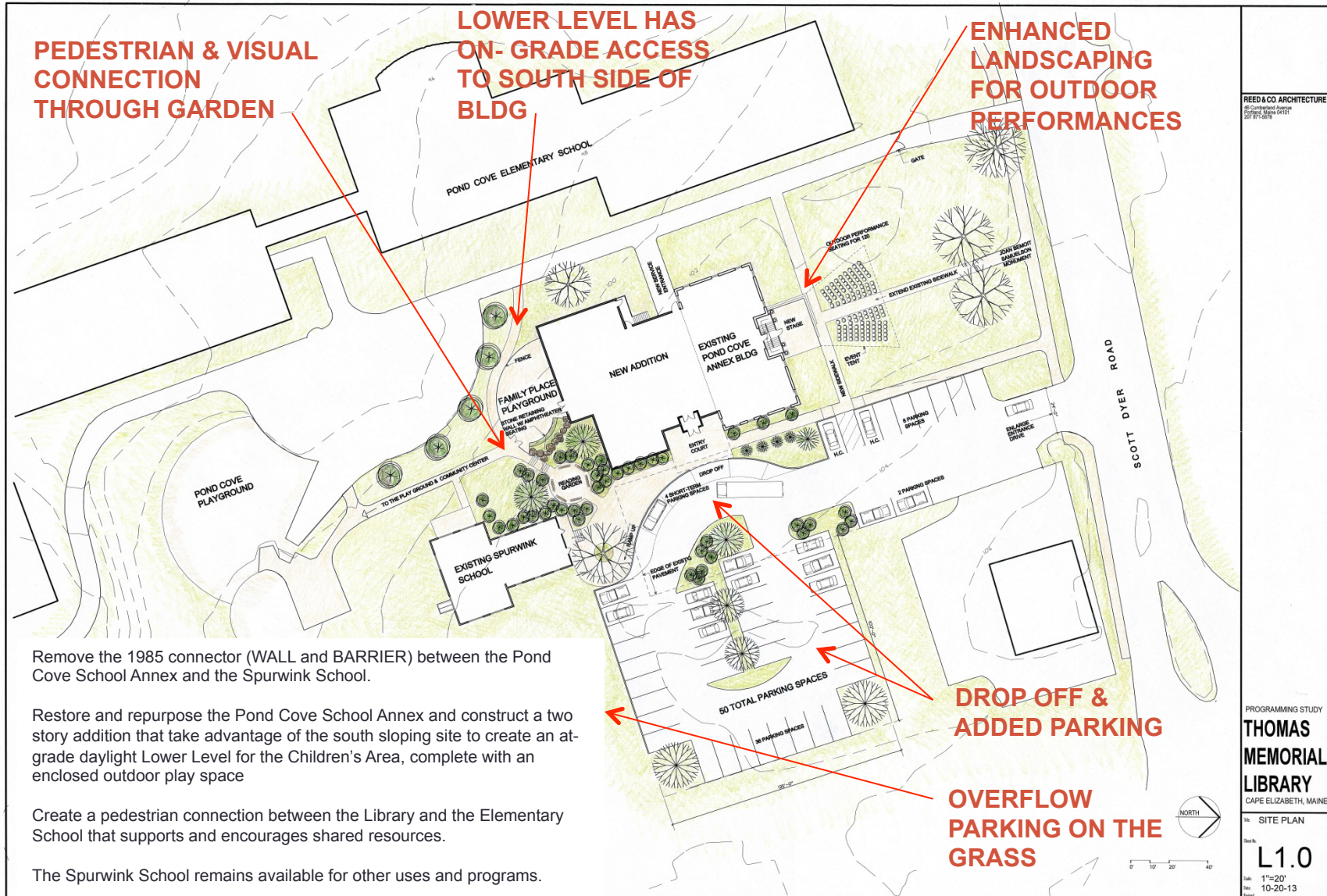
Existing Site Conditions

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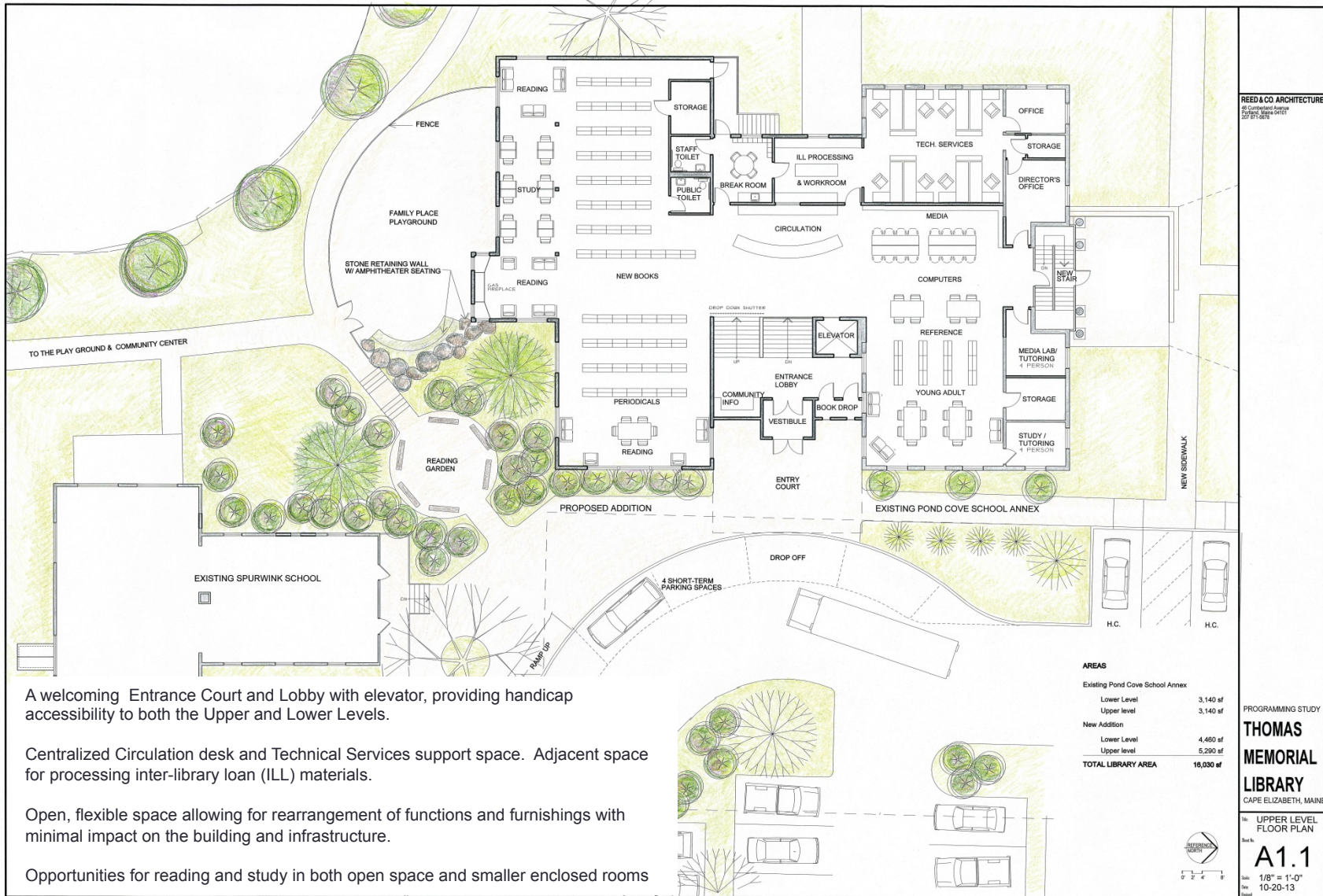
Proposed Site Plan

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Proposed Upper Level Floor Plan

Reed & Co. Architecture



A welcoming Entrance Court and Lobby with elevator, providing handicap accessibility to both the Upper and Lower Levels.

Centralized Circulation desk and Technical Services support space. Adjacent space for processing inter-library loan (ILL) materials.

Open, flexible space allowing for rearrangement of functions and furnishings with minimal impact on the building and infrastructure.

Opportunities for reading and study in both open space and smaller enclosed rooms

REED & CO. ARCHITECTURE
 650 Commercial Avenue
 Cape Elizabeth, Maine 04107
 207.875.2676

Proposed Lower Level Floor Plan

Reed & Co. Architecture



REED & CO ARCHITECTURE
45 Cumberland Avenue
Portland, Maine 04103
207-871-3018

- An inviting, light-filled Lower Level Gallery and Lobby with cabinets and wall space for art displays.
- An at-grade daylight Children's Area, with controlled outside access, incorporating space for the "Family Place Library" materials and activities.
- An enclosed outdoor play space with amphitheater seating.
- A new glass enclosed stairwell that brings natural light into the Lower Level.
- Two adjacent meeting rooms for 92 and 41 people, capable for being combined and available during non Library hours.
- The existing floor-ceiling system in the Pond Cove Annex will be restructured to increase the floor to ceiling height to approximately nine feet.
- Smaller meeting / tutorial rooms are also available for use during non Library hours.

PROGRAMMING STUDY
**THOMAS
MEMORIAL
LIBRARY**
CAPE ELIZABETH, MAINE

1st. LOWER LEVEL FLOOR PLAN
Scale: **A1.0**
1/8" = 1'-0"
10-20-13

Project Budget:

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1. HARD COSTS – (Construction)

a.	3,140 sf @ \$150/sf Renovation of Upper Level	\$471,000
	3,140 sf @ \$150/sf Renovation of Lower level	471,000
b.	9,750 sf @ \$200/sf New Construction	1,950,000
c.	Site Development/Improvements Grading, paving, landscaping, curbs, sidewalk etc.	350,000
	Estimating Contingency	162,000
	Projected Construction Cost	\$3,404,000

2. SOFT COSTS- **538,000**

Including but not limited to:

Advertising/Printing/Legal, A/E Basic Services, State and Local Approvals, Preconstruction Services, Land Survey, Geo Tech, Commissioning, Construction Materials Testing, Hazardous Materials Abatement, Legal/Bond Finance Cost, Builder's Risk Insurance, Utility Charges, Moving Costs, Owners Contingency

PROJECTED PRELIMINARY BUDGET \$3,942,000

Not including: Spurwink School Improvements, Furniture, Equipment and relocation of Historical Society.



Photo from "Collection of Emma P. Murray"

Design Summary:

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1. Remove the 1985 connector (WALL and BARRIER) between the Pond Cove School Annex and the Spurwink School.
2. Create a pedestrian connection between the Library and the Elementary School that supports and encourages shared resources.
3. Restore and repurpose the Pond Cove School Annex and construct a two story addition that takes advantage of the south sloping site to create an at-grade daylight Lower Level for the Children's Area, complete with an enclosed outdoor play space.
4. "The greenest building is the one already built."
5. Honor the history and heritage of Cape Elizabeth.
6. A two story addition takes advantage of the site conditions while minimizing the footprint, exterior surface area and thermal envelope. This reduces site costs, and also energy consumption costs.
7. The Spurwink School remains available for other uses and programs.
8. Add enhanced landscaping for outdoor performances in the lawn area in front of the Pond Cove School Annex.
9. Added parking with adequate drop-off space for cars or buses.
10. The existing and new construction will incorporate proven materials, equipment and technologies that are durable, low maintenance and energy efficient. The completed building will qualify for LEED (Leadership in Energy and Environmental Design) status.
11. The new addition will be designed to complement and be compatible with the historic Pond Cove School Annex and Spurwink School.



Next Steps for Thomas Memorial Library