



DATE: December 7, 2017
TO: Council Technology Application Committee
FROM: Director of Information Technology/ CIO
SUBJECT New Library Technology Update

RECOMMENDATION

That the Committee reviews and comments on this informational report.

SUMMARY

This informational report provides an overview of the user technology equipment to be installed in the new library facility. Staff seeks the Committee's comments and feedback to inform the User Technology Plan and Inventory. Staff will integrate the committee's feedback into the final plan for implementation in the new library facility.

DISCUSSION

A summary inventory of user technology proposed to be installed in the new library facility is included with this report in Attachment II. Layouts and sample renderings showing locations, descriptions, and sample imagery of the proposed user technology is included with this report as Attachment III.

Council approved the final plans and specifications for the 21st Century Library and Heritage Plaza construction project and called for bids on [May 26, 2015](#)¹. The approved project plans include the general layout, locations, and types of user technology to be installed throughout the new library facility. The 21st Century Library project construction began on November 30, 2015 and is projected to be completed in spring 2018.

Extensive, data-driven community engagement work involving thousands of Hayward residents and stakeholders helped inform the design of the 21st Century Library and Heritage Plaza project, including the user technology to be integrated and installed throughout the new facility. This work began in 2007 and continued through 2017 as the technology inventory

¹ Source URL: <https://hayward.legistar.com/MeetingDetail.aspx?ID=454184&GUID=7CD463F3-CFEB-4ADB-B836-DFC19D7730F0&Options=&Search=>

was finalized. A detailed timeline of community engagement work is in the Public Contact section of this informational report.

FISCAL IMPACT

Funding for the 21st Century Library and Heritage Plaza project, including the recommended procurement of furnishings, is available and was appropriated by Council in 2015 from the Measure C and Calpine Library funds.

Council on May 26, 2015 authorized the plans and specifications of the 21st Century Library and Heritage Plaza Project, and on September 15, 2015 awarded the construction contract and appropriated a total \$65,680,000 for the project’s completion. The project budget appropriation includes \$4,580,000 for expenditures in the “Fixtures, Furnishings and Equipment (FF&E)” category. (See Table 1.)

Table 1. Overall project budget summary - 21st Century Library and Heritage Plaza

Category	
Construction Contract	\$49,290,599
Construction Contingency	\$3,259,401
Design and Administration	\$3,900,000
Construction Inspection, Testing and Administration	\$3,500,000
Fixtures, Furnishings and Equipment (FF&E)	\$4,580,000
Library Books, Media, and Collections	\$850,000
Property Acquisition	\$300,000
Total	\$65,680,000

Of the \$4,580,000 in the project’s FF&E expenditure category, a combined total of \$1,300,000 is earmarked in five Sub-Categories that encompass the various types of user technology to be implemented in the new facility (see highlighted rows in budget category detail, Table 2.)

Table 2. Budget category detail - Fixtures, Furnishings & Equipment (FF&E)

Sub-Category	Budgeted	Notes
Library shelving	\$0	<i>Incl. in Construction</i>
Moveable Furnishings	\$2,250,000	
Moveable Equipment	\$400,000	
Building Signage	\$0	<i>Incl. in Construction</i>
Computers and Printers	\$460,000	
Telecom - Active Equipment LS	\$65,000	
Security system - Active Equipment LS	\$55,000	
AV - Active equipment LS	\$325,000	
FF&E Design Fees	\$0	<i>Incl. in Architectural Services</i>
Public Art 1% of construction	\$463,000	
Donor Coordination and Signage	\$150,000	
FF&E Contingency	<u>\$412,000</u>	
Subtotal FF&E Costs	\$4,580,000	

Sub-category “Moveable Equipment” includes up to \$400,000 for user technology equipment such as sewing machines and a laser cutter in the Makerspace, as well as appliances like the refrigerators in the staff kitchen and community room servery.

Sub-category “Computers and Printers” includes up to \$460,000 for desktop, laptop, and tablet personal computers, peripherals, printers and related equipment and software.

Sub-category “Telcom – Active Equipment” includes up to \$65,000 for telephony, internet connectivity and related equipment.

Sub-category “Security System – Active Equipment” includes up to \$55,000 for security systems, monitors, controls, and related equipment and software.

Sub-category “AV – Active Equipment” includes up to \$325,000 for audiovisual equipment such as video presentation screens, projectors, speakers, microphones, and related equipment and software.

The exact expenditures for user technology equipment in the public and staff areas of the new library will depend on the specific products and equipment purchased. Staff is in the process of identifying specific technology products for purchase using existing open contracts with technology vendors such as CDWG. Based on an initial review of current available pricing for typical products, staff anticipates that the total combined budgeted amount of \$1,300,000 in these five Sub-Categories will be sufficient to cover combined expenditures for user technology (See Attachment II for a summary and detail inventory of technology equipment and software to be purchased).

SUSTAINABILITY FEATURES

The 21st Century Library and Heritage Plaza project is designed to meet Zero Net Energy and LEED Platinum certification standards. All equipment including user technology installed in the project will be selected to meet those certification standards, for example by purchasing high-efficiency EnergyStar rated equipment, limiting electrical plug loads, and so forth.

PUBLIC CONTACT

On May 26, 2015, Council approved the final plans and specifications for the 21st Century Library and Heritage Plaza construction project and called for bids. The approved project plans include the general layout, locations, and types of user technology to be installed throughout the new library facility.

Extensive, data-driven community engagement work involving thousands of Hayward residents and stakeholders helped inform the design of the 21st Century Library and Heritage Plaza project, including the user technology to be integrated and installed throughout the new facility. This work began in 2007 and continued through 2017 as the technology inventory was finalized. Scores of community focus groups, multiple opinion surveys, and dozens of

public meetings were undertaken, involving many thousands of Hayward community members. What follows is a summary of the community engagement and surveys undertaken for this project and the user technology within it:

2007: Extensive community surveys, interviews, and focus groups are convened to inform a comprehensive community needs assessment, involving over 1,800 participants.

2008: The Community Needs Analysis for the Future Hayward Library report, which includes initial assessments of projected user technology needs in the new library facility, is presented to Council and made available to the public in the Library and on the City website.

2010: Community stakeholder focus groups are convened to discuss and develop preliminary building design options, including initial technology integration concepts.

2010: The Hayward Library & Community Learning Center Building Program – containing detailed space allocations and technology concepts for the new facility – is published and made available to the public in the Library on the City’s website.

2010: Library Commission public meetings to review and discuss preliminary building design options including user technology concepts for recommendation to Council.

2010: City Council and Library Commission jointly convene in a public work session to review preliminary building design options including user technology concepts.

2013: City Council convenes in work session to review new design visualizations of the 21st Century Library and Heritage Plaza, including preliminary user technology options.

2014: Measure C, a half-cent local sales tax to fund critical City facilities and services including the 21st Century Library and Heritage Plaza project, is passed by Hayward voters by a 2-to-1 margin.

2014: Multiple community meetings to gather more public input and feedback on the 21st Century Library project design development, including specific user technology options.

2014: Teen design team is convened over several weeks. The new library teen area was designed entirely by the teens themselves, and included discussion of technology options in the adjacent technology areas of the new library facility’s second level.

2014: A comprehensive project website is launched, www.haywardlibrary.org. The site provides public access to all relevant project renderings, documents, and data, and includes a feedback feature for submitting comments and questions about the project online.

2015: Council approves the final plans and specifications of the 21st Century Library and Heritage Plaza construction project and called for bids. The approved project plans include the general layout, locations, and types of user technology equipment to be implemented throughout the new library facility.

2016: Hayward Youth Commission reviews the 21st Century Library draft furniture package including specific locations and types of user technology to be implemented throughout the facility

2016: Hayward Library Commission reviews and approves the 21st Century Library final furniture package including specific locations and types of user technology to be implemented throughout the facility.

2017: Council Technology Application Committee reviews the draft 21st Century Library User Technology Plan and Inventory, and provides comments and feedback to inform the final plan.

NEXT STEPS

Staff will integrate the Committee's comments and feedback into the 21st Century Library User Technology Plan and Inventory for implementation in the new library facility.

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Recommended by: Adam Kostrzak, Director of Information Technology/ CIO

Approved by:



Kelly McAdoo, City Manager