# Library Construction Concerns – 4/2/2022

At the March 21, 2022 Library Board meeting, project manager Doug Landry presented the Board with a disc containing the 100% completed construction documents for the new library. The disc documents are in review by Parish Government, the Permits Department, Community Development, and the Fire Marshall. Mr. Landry suggested the Library Board review the documents also. The Library staff also reviewed the documents. The following document highlights several areas that require reconsideration and correction to avoid costly change orders after the bid is advertised and construction begins.

1. **No power outlets for "hot backup" computers.** Hot backup computers are ones that can be unplugged from storage and used immediately….they need to be online to receive nightly windows updates. While there are Ethernet data jacks shown, there are no outlets to power them. This storage area should support at least 8 computers (hopefully 12). Please add the duplex outlets and Ethernet jacks indicated *(shown in red)* to the plan.
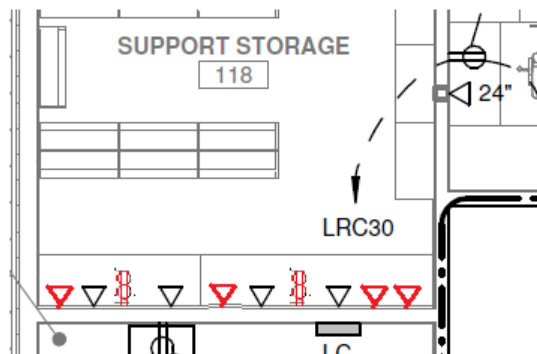

2. **Staff entry/exit changes**.   While there is a keypad at the main front patron entrance to arm/disarm the security system, the staff will probably not use it, since they enter and exit in the rear. Please add an additional alarm keypad as indicated.   Also, the outlet and Ethernet jack drawn for the employee time clock should probably be moved as indicated so that it is visible upon exit, and to make room for the in/out rack of ID cards without a table blocking the way.
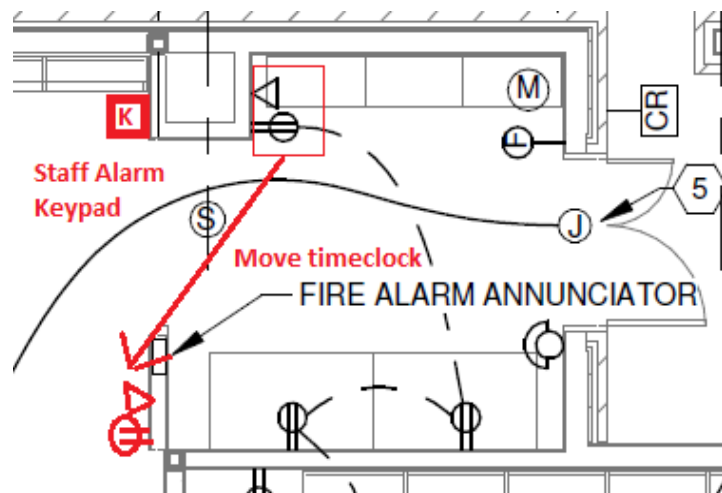
3. Public meeting room needs an additional IP camera jack. Most of the action occurs at the front stage area. Sometimes the presenter moves, and sometimes you need to vary between wide and close-up shots… or a guest walks up to the area with the presenter. All of this can't be covered with just one camera in the back. Please install another Ethernet jack 1 foot from the ceiling as indicated.
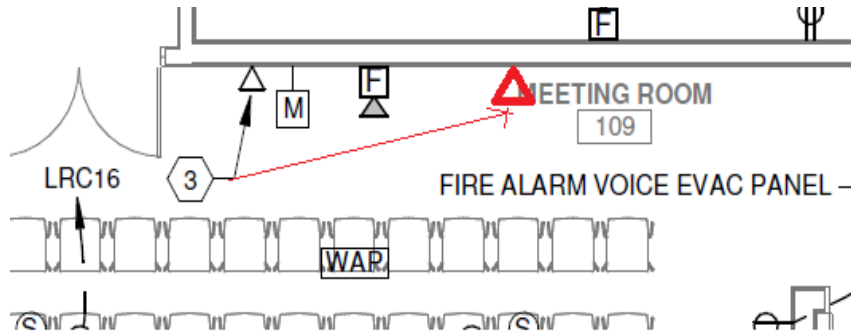

3. **No outlets for Dwight's repair workbench**. The plans show an outlet for the TV above the workbench for monitoring of security cameras by the staff, but there is no outlet at the workbench table for Dwight to plug in a computer or other device being repaired, or any tools like a soldering iron. Please add two duplex outlets indicated at tabletop level. Also, the Ethernet jacks need to be above counter level as well (except for the one used by TV, which needs to be 3 feet or so down from the ceiling).
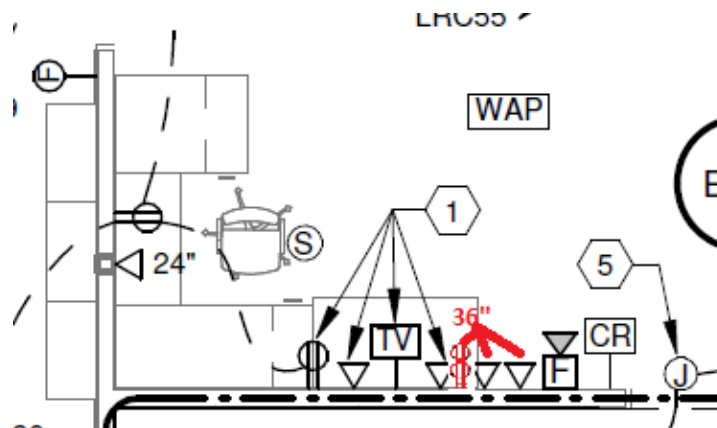

4. **Remove staff lounge card reader.** The kitchen area is a low-security area and does not need restricted access from the public because it already is located in the staff area. Please remove it.
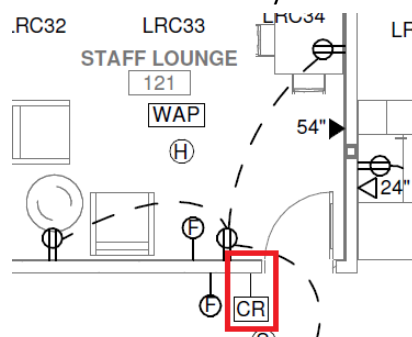
5. **ADD a card reader to Children's Program/Storage area door**.   The public, especially children, should NOT be attempting to get into the staff area from the story time area. Please add a card reader to secure this door.
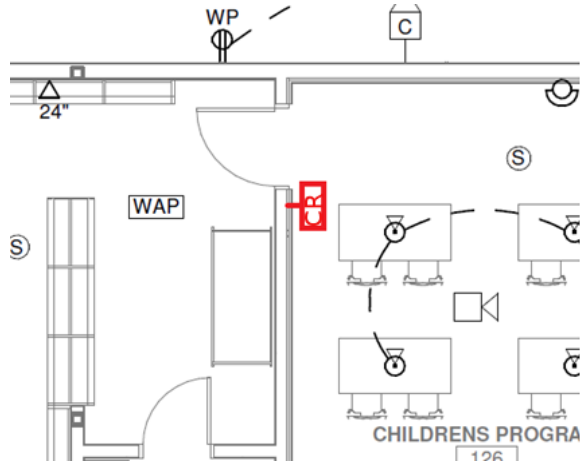
6. **Card reader misplaced on plans.**   The public lactation room should NOT be locked, but the plans show an access card reader.   Conversely, the electrical closet does NOT show a card reader and has to be secured from the public.   Please move the card reader to the proper location.
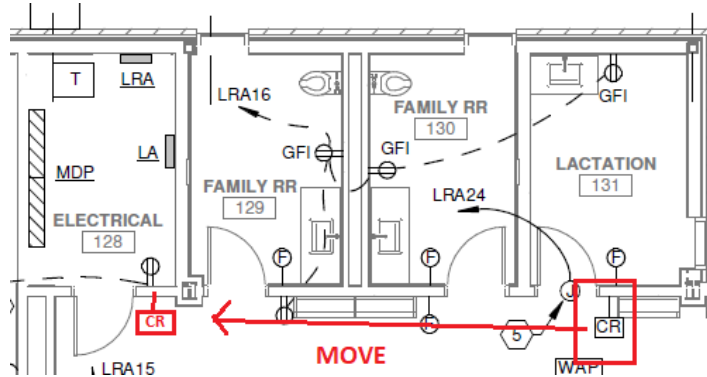

7. **ADD card readers for HVAC and electrical rooms.** Please add these security devices to the equipment rooms to secure them.
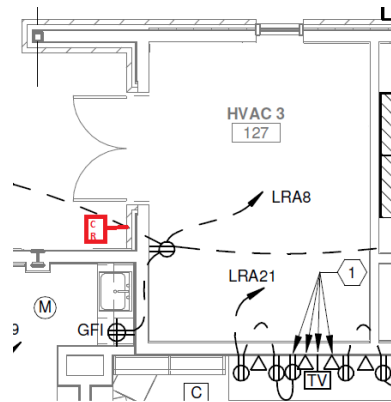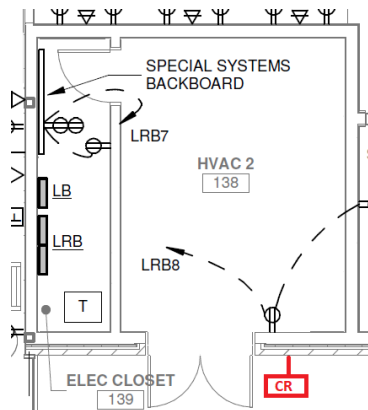
8. **Children's Program Area outlets.** There is no need for so many Ethernet floor jacks and power outlets for each craft table in the room. It is <u>NOT SAFE</u> for young children to be using electrical items like glue guns, nor will they be using computers as a classroom in this story time area. There may be a future need to install a computer, game, or other device, so keeping a couple of floor outlets would be wise. In addition, the presenter/storyteller may also need to plug in items either at the front or back of the classroom. Please remove the floor and Ethernet outlets circled and install wall outlets and jacks as indicated.
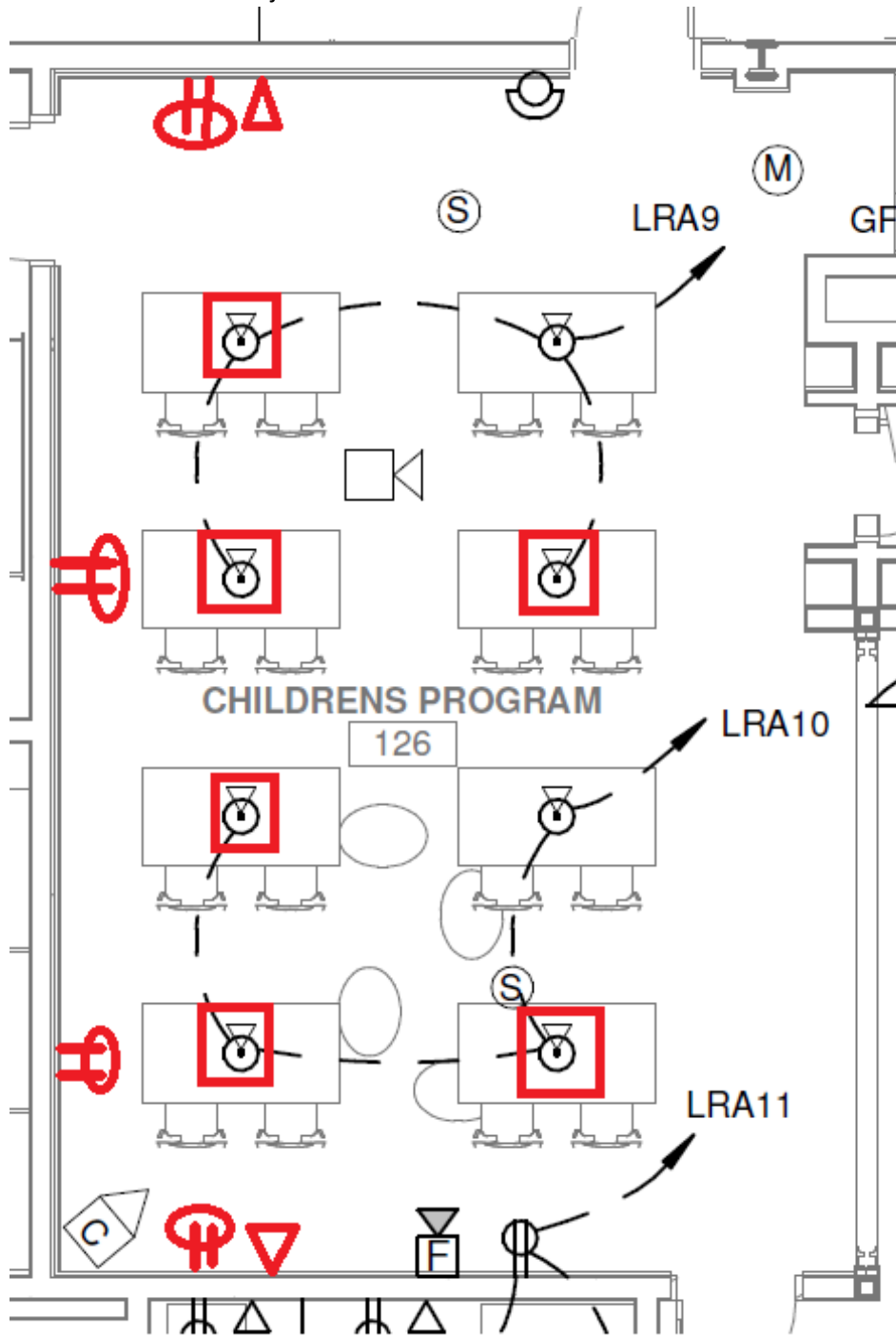
9. **Child program storage room changes**. While we envision using this room primarily for storage, there is a possibility that it might be used as an auxiliary staff work area in the future. We also have a DVD cleaning machine that needs power. Future staff support devices may also need power. Please add the following Ethernet and power receptacles shown.
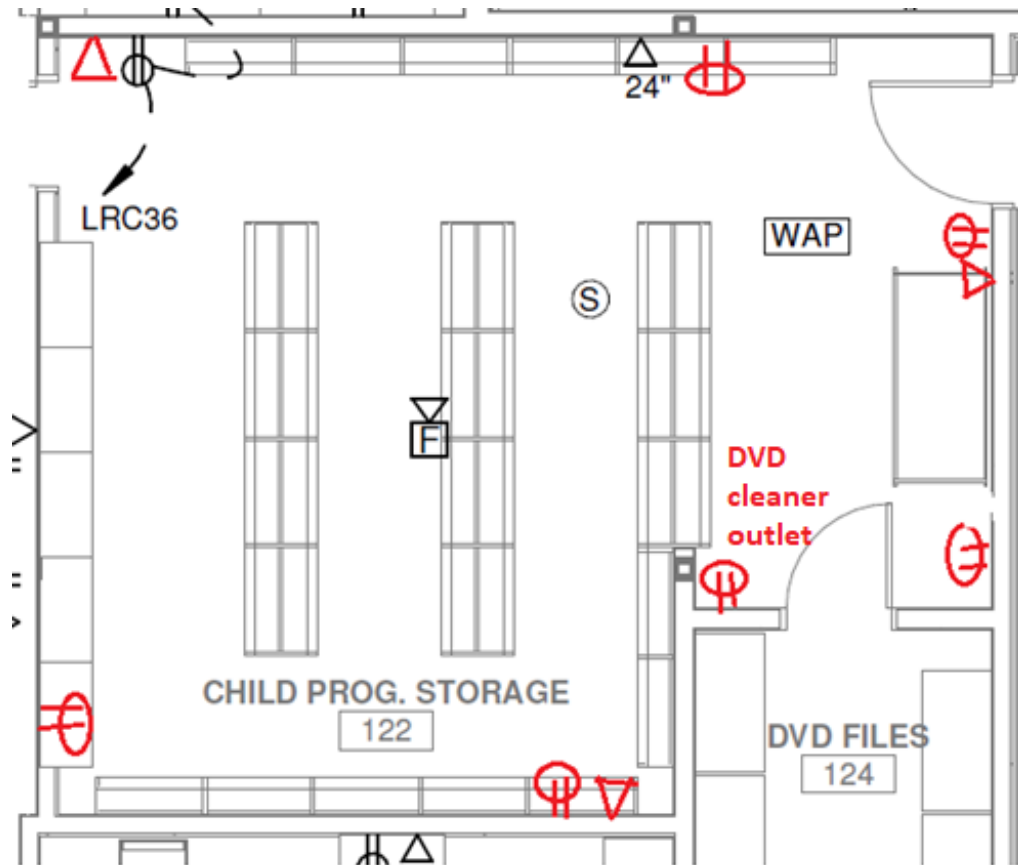
10. **Circulation work table needs power.** We currently plan on using the table to house the FAX machine, but the table needs to have power to operate. Please add this outlet, preferably above counter height.
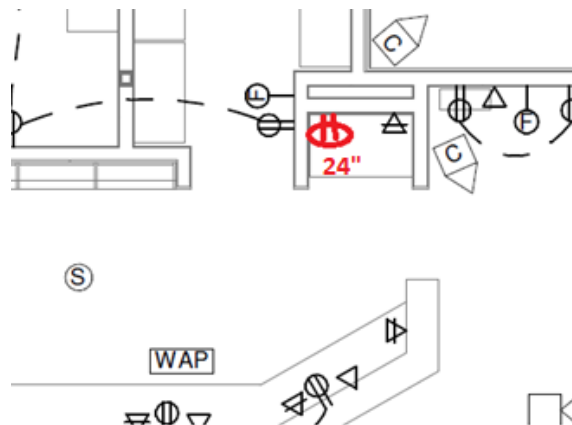
11. **Move outlets closer to audio/video equipment rack**. The wires should be hidden as much as possible in the corner of the main meeting room.   Please move the Ethernet and power outlet as indicated.   Also, there should be a cabinet built or purchased for this rack secured by a lockable door, due to the cost of the equipment *(amplifiers, Blu-Ray players, etc.)* in the rack.
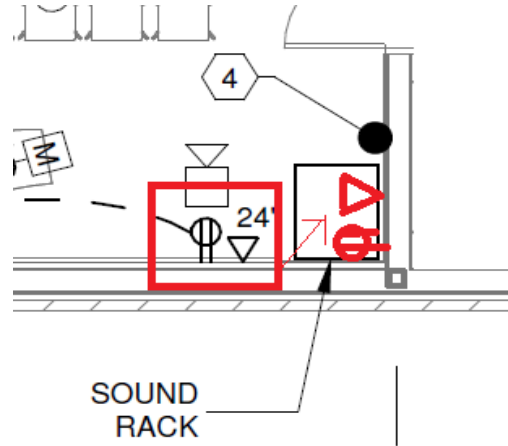
SOUND
RACK

12. **Remove extra sound rack.** The sound rack located in the electrical closet next to the multi-purpose room (room 114) was initially there to control sound for the main meeting room.   Now that the rack has moved into the corner of the meeting room itself, the rack here is no longer needed. Please replace the double duplex outlet with a single duplex outlet and an Ethernet jack, in case there is a need for another device in the future.
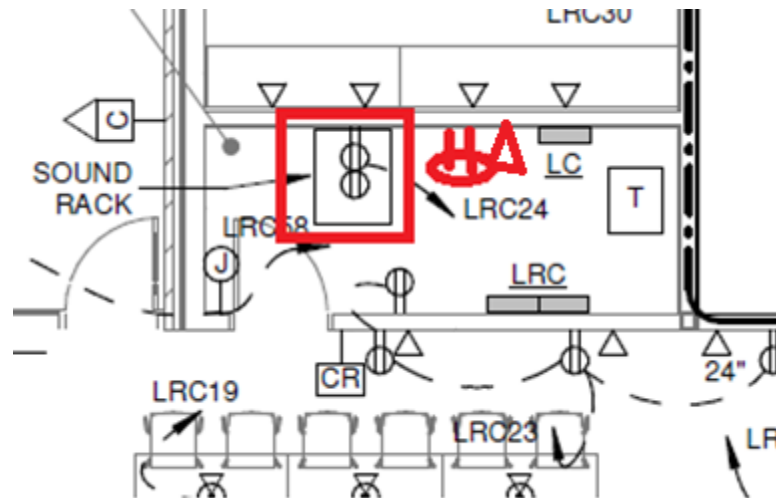
13. **Multi-purpose room missing a PA speaker**.   The main meeting rooms, the conference room, and all of the group study rooms have a ceiling PA speaker to hear library announcements.   The multi-purpose room also needs one, because it will be very hard to hear if the doors have been closed to the main library.
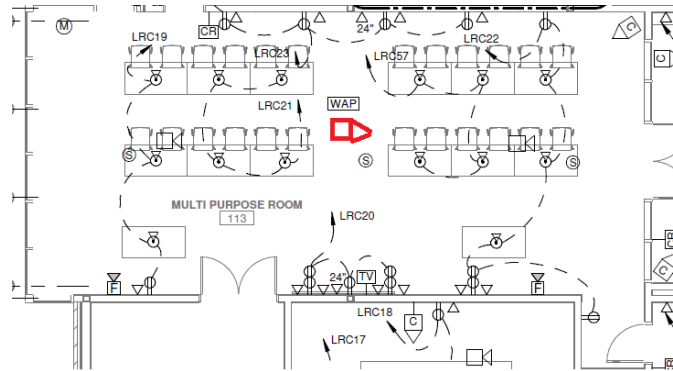
14. **Book return cement slab**.   Please pour a 7 foot long by 5 foot wide slab near the front entrance so that an after-hours outdoor book return can be bolted into it as indicated at the front entrance.
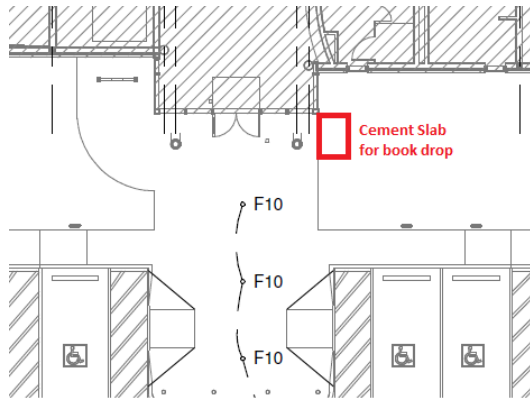
15. **Front security camera position change**.   The existing location of the outside camera by the front door is too close to the side wall, which obstructs a lot of its view.   Please move the camera and angle it as indicated to get a better view of people entering the building and the bike rack area.
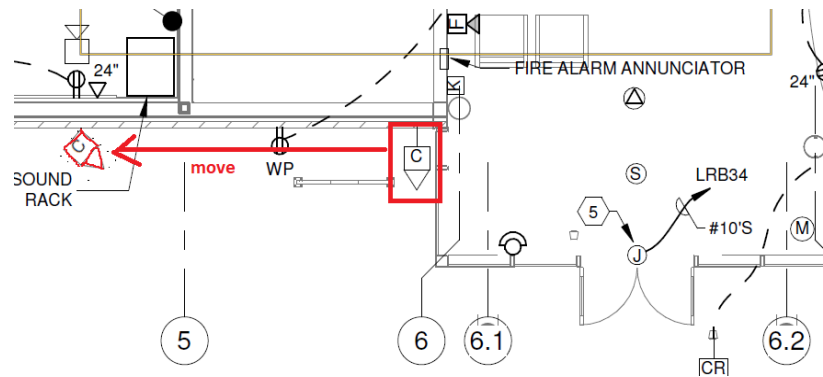
16. **Staff cubicle power outlet changes, and photocopier**. Our existing cubicles have LED lights both inside and under the overhead cabinets that are controlled by an outlet at the 6 ½ foot level above the cabinets, and controlled at each cubicle with a light switch. Where the 24" outlets are listed, a switch needs to be added for the outlet to turn on these lights. Since the computers used by these cubicles are at floor level, the existing electrical outlets shown need to be at normal level for these computers. We asked for an Ethernet jack near the entrance for a photocopier which was indicated in the plans, but there was no outlet to power this device. Please add this outlet.
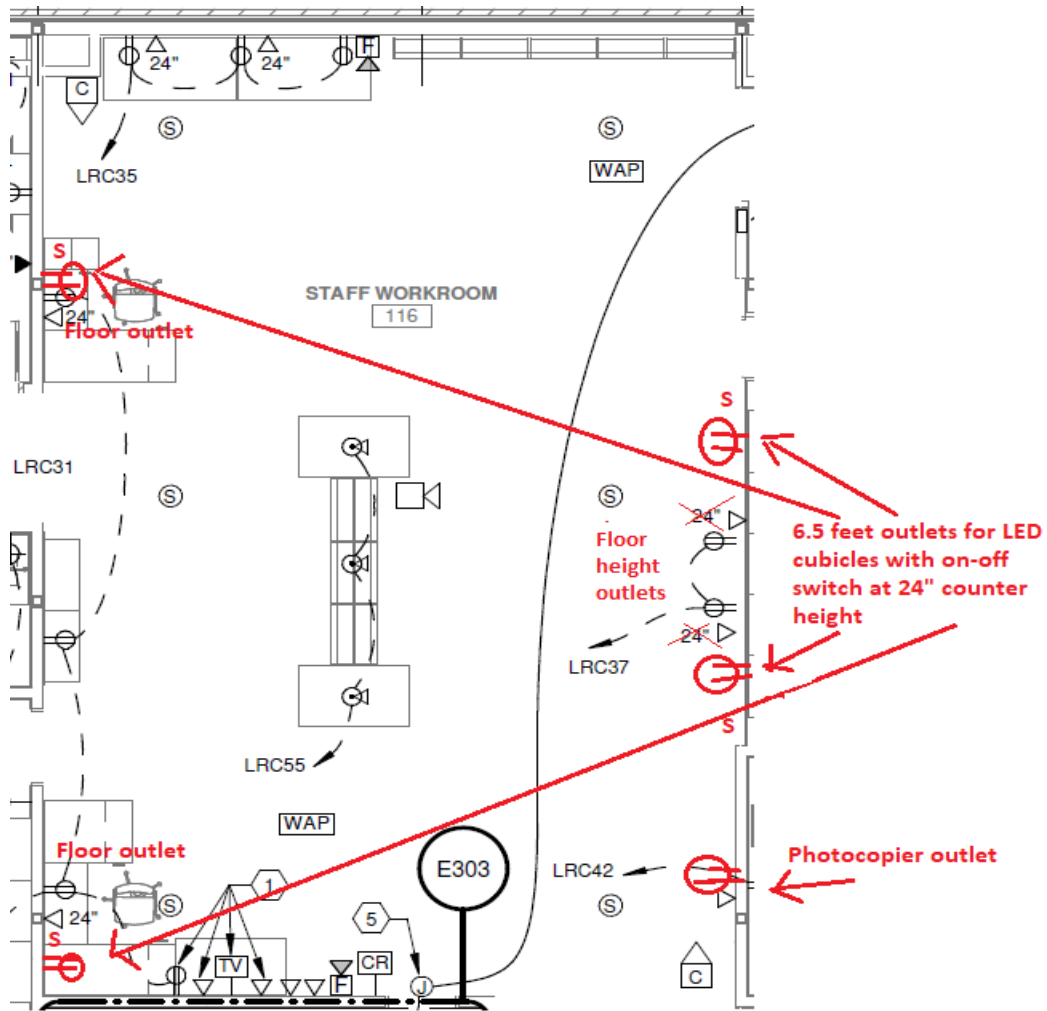
Light switch above countertop in staff cubicle   Power outlet above staff cubicle cabinet

17. **Staff Cubicles wrong**.   The plan has Janet and Susan's cubicles in the wrong location. Janet is the Children's librarian and needs to have her desk next to the Children's storage closet door and path to the children's area.   She uses 3 side cabinets and Susan uses 2 cabinets.   Please slide the desk/cubicle structures down approximately 3 feet and move one cabinet to fix this error.
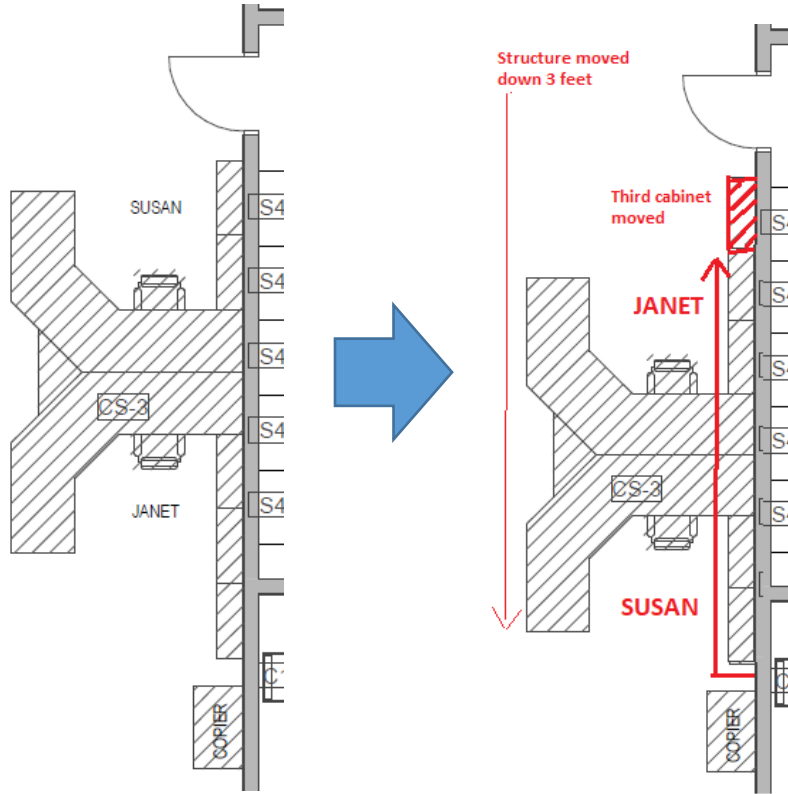
18. **Remove outdoor book slot and awning.** Page A414 shows an outdoor drive-up book slot in the back of the library.   From past experience at the old library, this is an insurance hazard which increases our premium. The public has placed trash, fireworks, snakes and other materials in the slot after hours, which damaged the other books and items inside the library.   Please remove this feature from the plans.
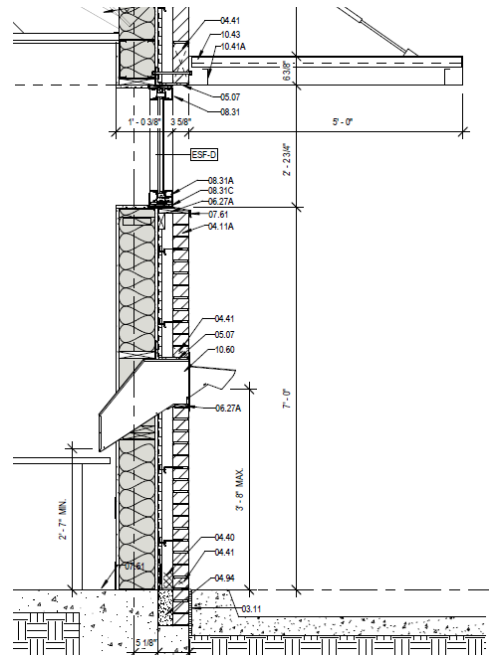
19. **Move and separate data room power outlets**. The existing plans call for two duplex outlets in several locations. This will cause a bottleneck of devices bolted to the wall at each location. Also, if the vendor devices have a "power brick" on the plug, other nearby outlets will be blocked, rendering them useless.   Please move and separate the outlets as indicated.
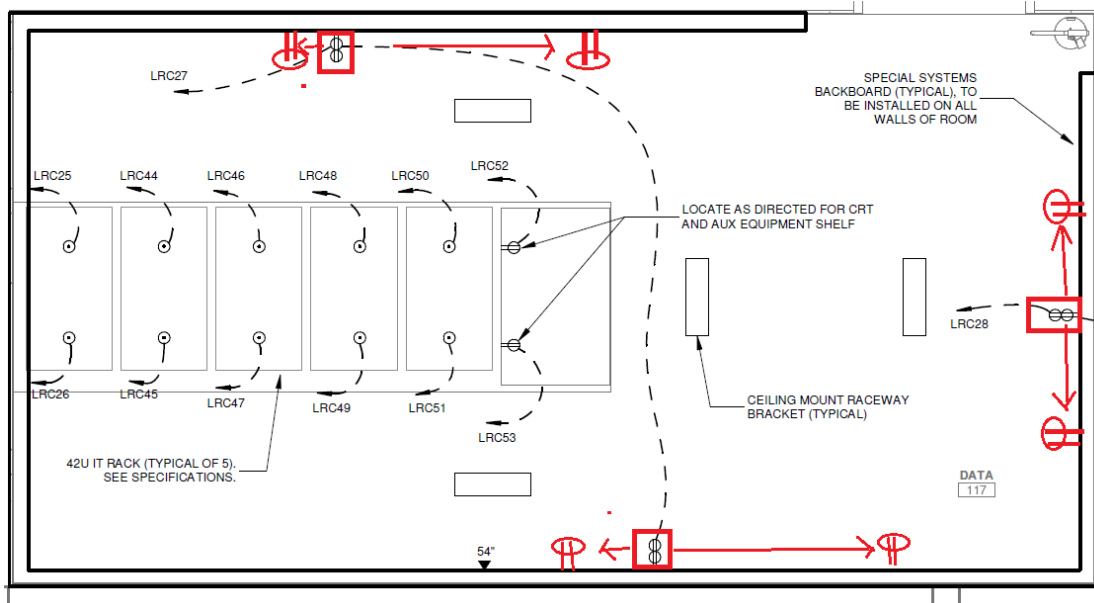
20. **Reading area Ethernet jacks**.   Please add the indicated Ethernet jacks in the wall and floor as indicated, as an aid to the patrons using laptops.   It is possible we may obtain tables that have built-in Ethernet jacks that will need this feature.
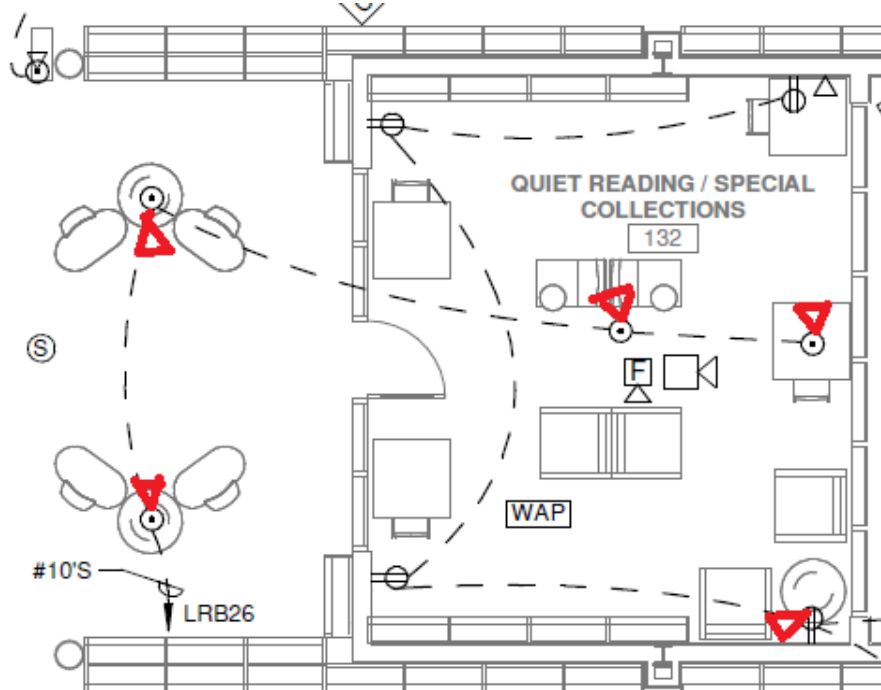
21. **Children's reading area Ethernet jacks.** Similar to the quiet reading area, the children's section needs jacks as shown.
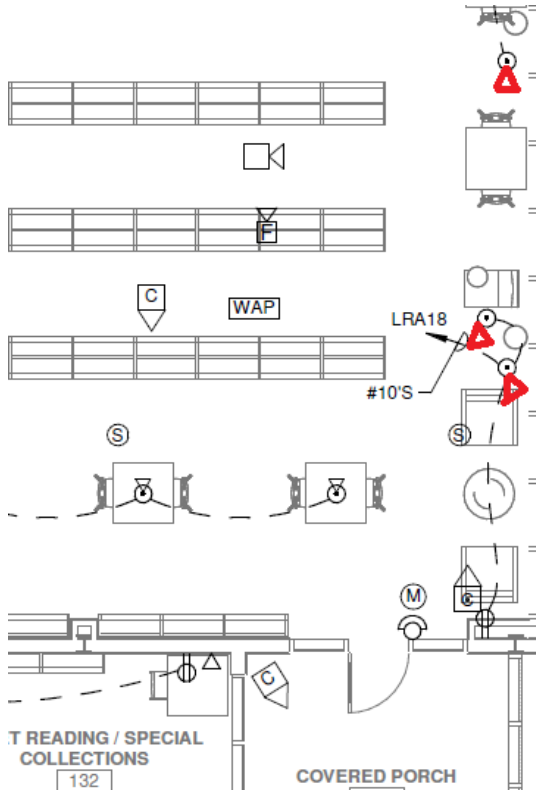
22. **Teen section Ethernet**. Same theory applies where floor outlets are available.
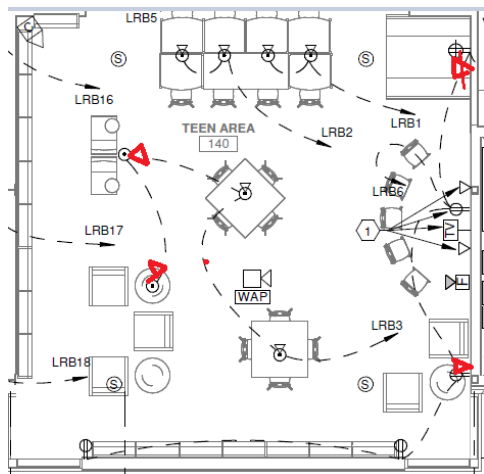
23. **Adult reading area Ethernet jacks.** Also the adult area around the windows needs four jacks located by each electrical outlet.
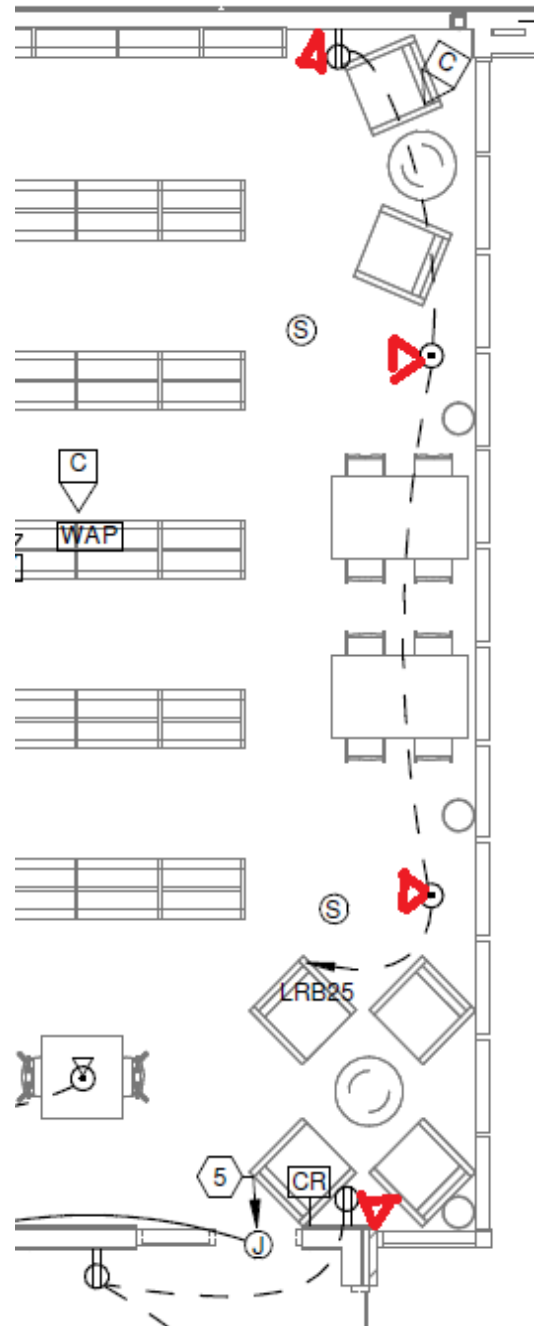
24. **Front lobby changes**.   Please add two Ethernet jacks in the vending machine area. These devices are now "smart" and need network access to report on their status (empty/full etc.)

There is an extra lobby door that is still swinging INTO the library instead of OUT of the library as an emergency exit. This current door layout is in question. The public should only be able to enter the library proper through the interior main entrance and be counted for statistics, a requirement by the State Library. At no time should the public be able to enter the library when staff is not on duty.

Page G004 of the fire escape plans DO NOT show any people escaping through this side lobby door.
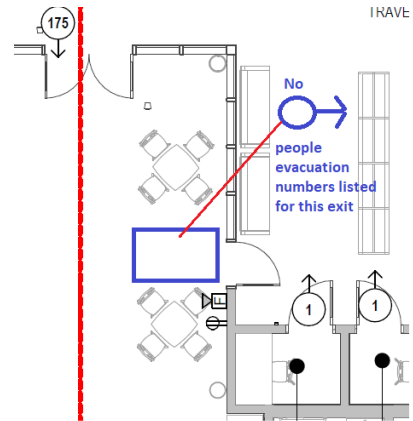
25. **Mistakes in Civil drawing.**   On page C101, the outside area at the back of the library where the staff enters shows two extranous doors, and does NOT show the emergency exit door in the children's story time area, nor does it indicate the double door entering the staff area, nor the outside wall changes.
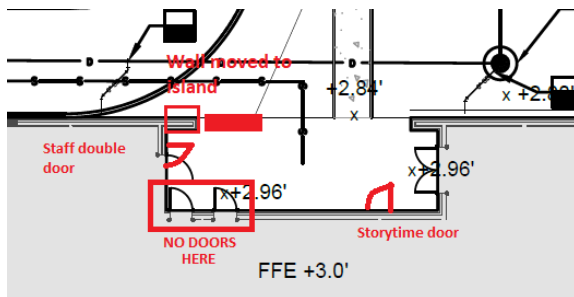
Civil Blueprint page C101 in error
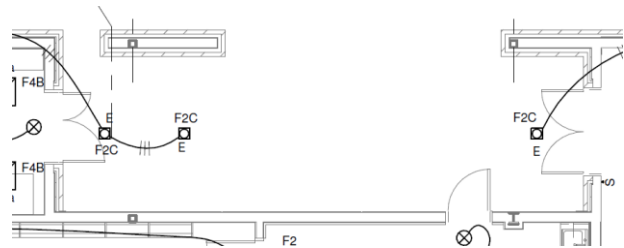
Correct diagram (page E101)

26. **Meeting Room Sound**. There are two front ceiling speakers which are probably mislableld *(no "S" labeled inside them),* but to insure adequate sound, there probably should be two rear speakers as well.   There still will be one ceiling speaker listed in the plan in the center of the room for the library PA announcment system.

Also, we still do not see any ADA-compliant (section 706) sound system available for hearing-impaired listeners for rooms seating more than 50 people *(126 chairs are shown)*.   The original plans that the staff submitted included a wire channel in the floor or around the walls for a hearing aid induction loop.
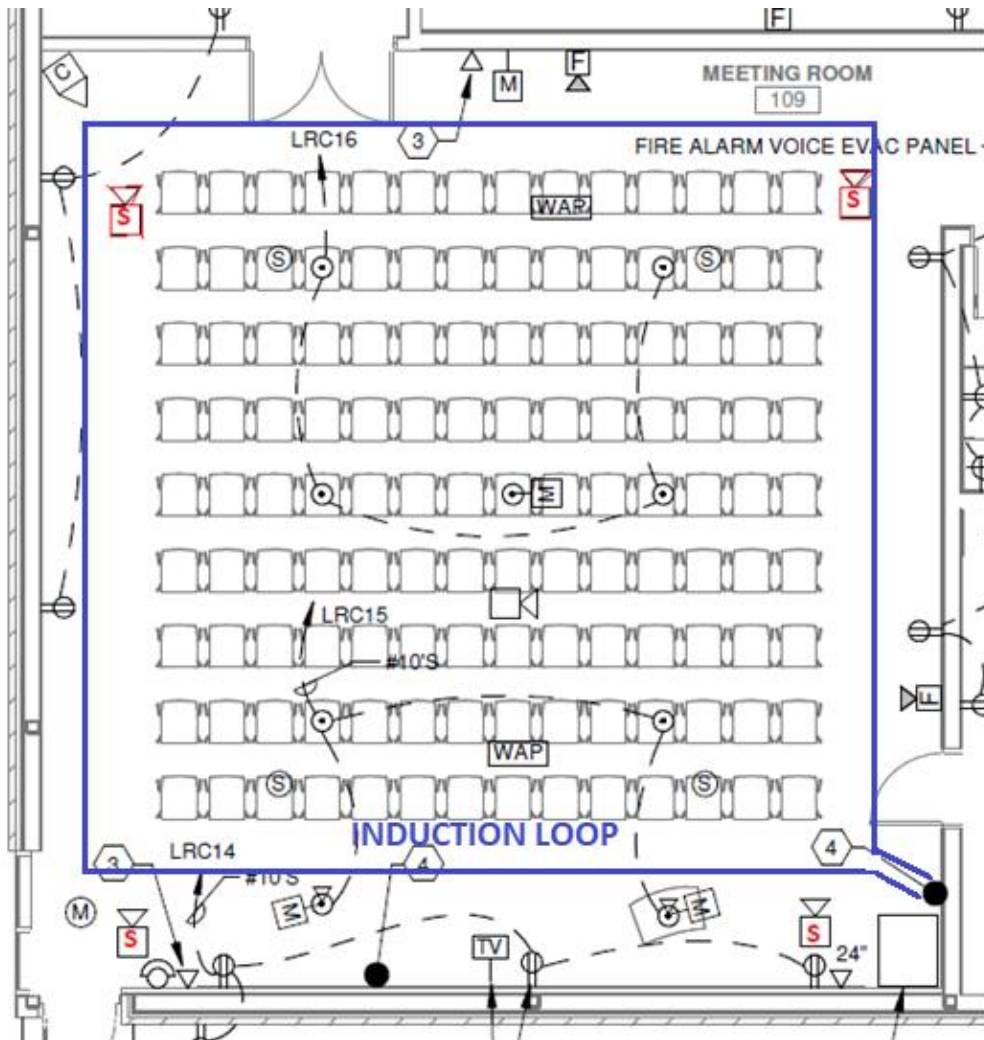
An induction loop system allows people wearing most hearing aids today to use their "telecoil" *(telephone)* option and get a direct signal to their ears from an amplifier induced through a wire loop by electro/magnetic means.
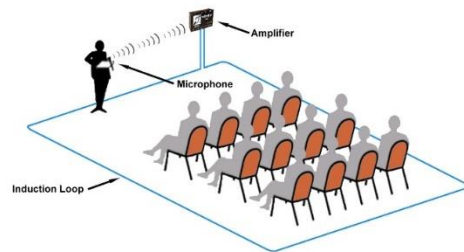
27. **Data room riser.** The existing plans (A131/14) call for a steel grid 10-inch riser system for the equipment racks.   There is no place in the design *(left picture)* for mounting the outlets *(right picture)* inside the gridwork. Also, page E101 erroneously states that the racks are floor mounted and uses the wrong room number.

Platform Plan @ 3/4" = 1'-0"

Data is room 117. Error?
(Room 121 is Employee lounge)

Plans say racks are floor mounted, not on a riser

DATA 121

INTRUSION CONTROL PANEL

CARD ACCESS SYSTEM CONTROLLER

MAIN IT RACK (FLOOR MOUNTED)

SPECIAL SYSTEMS BACKBOARD

PATCH PANEL

RACK-MOUNTED UPS WITH BATTERY TEST
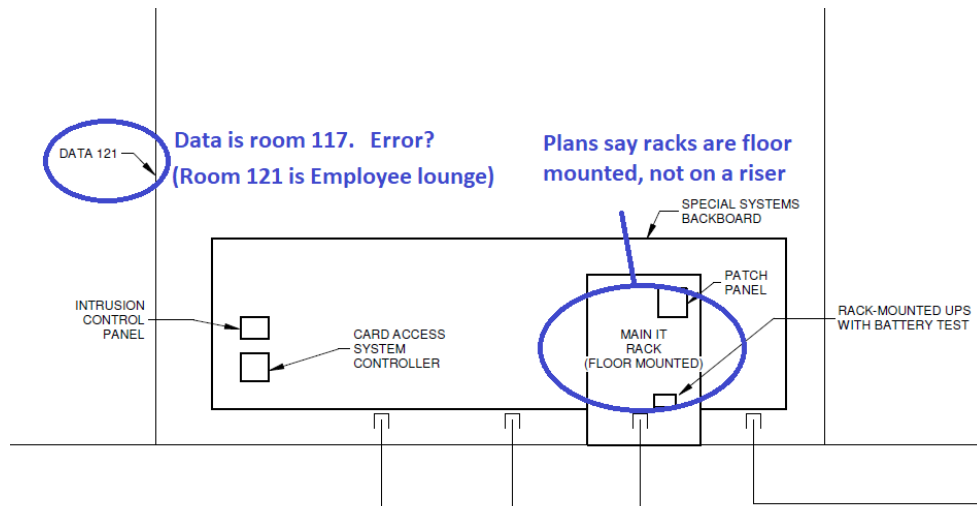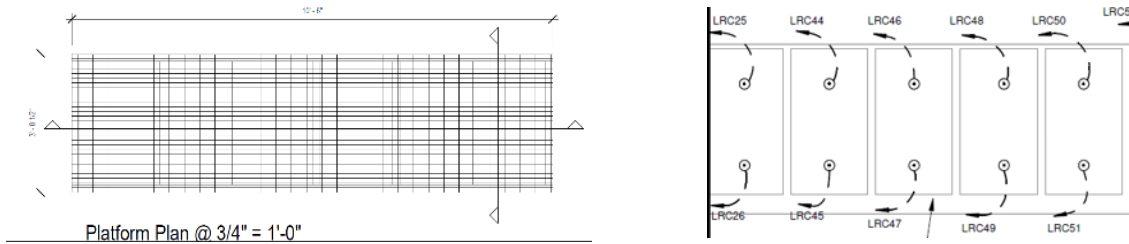
28. **Electrial room mislabeled.** On page A131, it mentions room 145, which is the back porch-- not an electrical room. The other wiring plans make NO reference to where the fire alarm system is to be mounted: either in LRA (room 128), LRB (room 139), or LRC (room 114).

ELEC. 145

Room 145 is the back porch, not electrical room. Error?

FIRE ALARM POWER SUPPLY PANEL

SPECIAL SYSTEMS BACKBOARD

IT RACK (WALL MOUNTED)

SECURITY PANEL
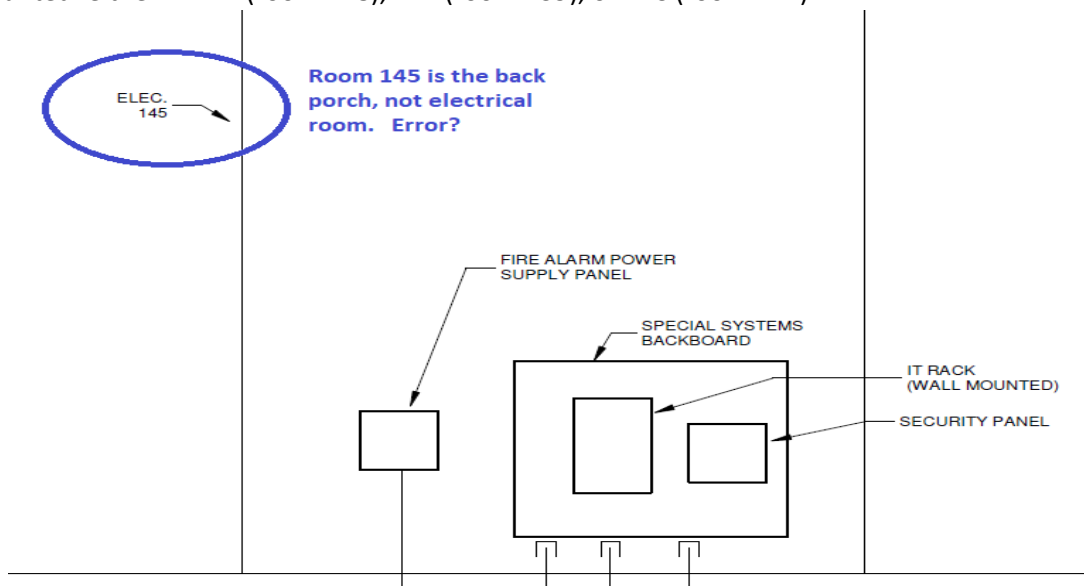
29. **Wireless internet access for parking lot.** Our E-rate requires us to provide access 24 hours a day to the public. Since the staff plan to place outdoor Wi-Fi access points on the outside wall corners was rejected, the next best thing we can do is move the existing ones on the blueprint that are inside the building to as close as possible to the outside walls for patrons to use the internet after hours. Please make the indicated changes to both corner rooms of the building.

Even with this partial solution, the building signal coverage will probably only cover the first row or two of cars. Ideally we should broadcast the Wi-Fi from outside antennas either located at the side of the building or run wires underground to two light poles in the parking lot to provide adequate coverage.

SE CORNER (Meeting Room)   **NE CORNER (Group Study 6)**
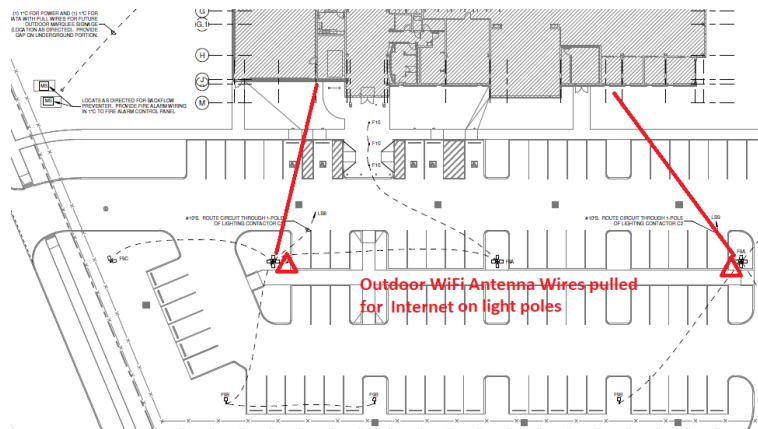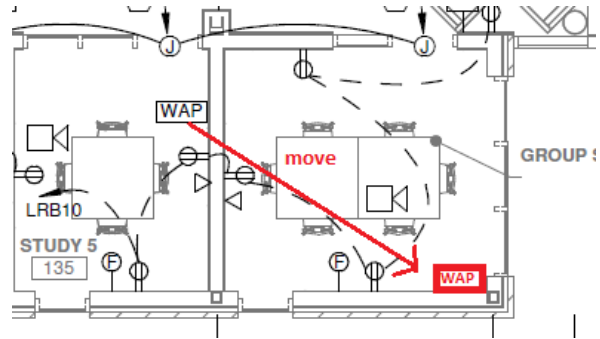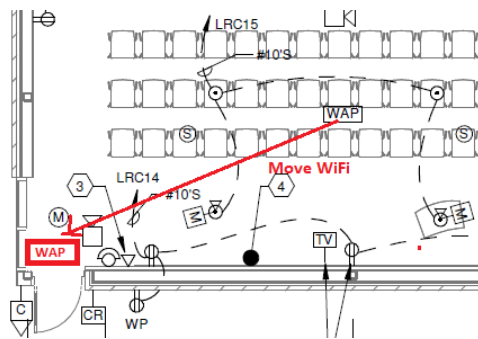
Outdoor Wall Mount WiFi Antenna   **Light pole-mounted Wi-Fi** *(white box in upper right)*

30. **Additional outdoor outlets**.   The current plans only call for two outdoor outlets near the large meeting room and one outlet near the staff entry. Please place additional outlets in the other three corners of the building for future outdoor events *(movie nights, etc.)*

SW Corner   NW Corner   NE Corner
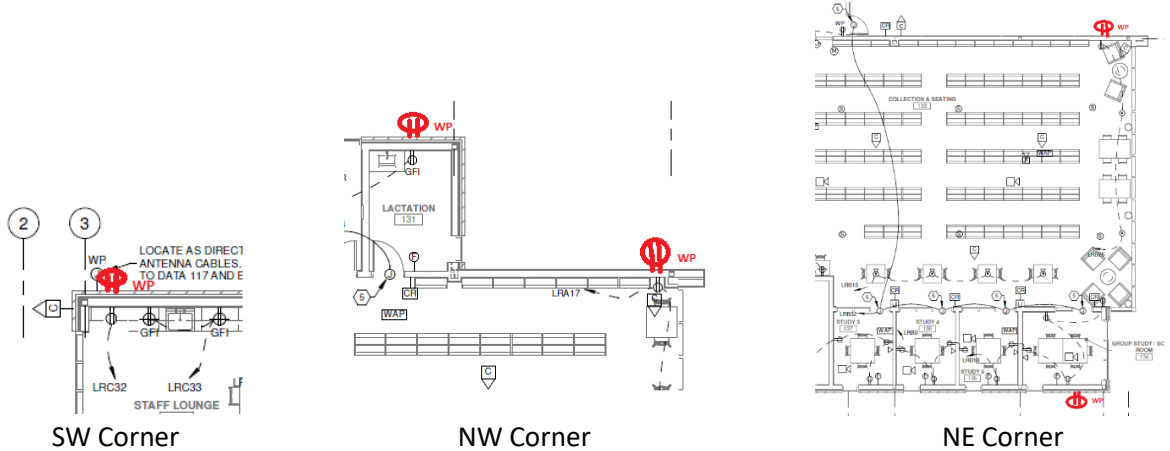
31. **Electric hand (blow) dryers.** Please add these hand dryers at least to the main public restrooms for men (room 104) and women (room 107).   Ideally, ALL RESTROOMS and the lactation room should have these hand dryers installed.

32. **Baby changing tables**.   Do not use fold-down baby changing tables. Instead, use floor-mounted cabinets in all restrooms.   Fold-down baby changing tables break under stress (smaller siblings hanging on them).

33. **Shelving issues.** See the following pages for a full description of the problems with making our existing collections fit in the new library.

RTM (Read To Me children's books)

48" shelving = 3 shelves/unit or section (15" SHELF)
Current use: 73 shelves
New shelving: 78 shelves (WE WILL FILL THIS WHEN WE SHIFT DURING MOVE)

NO ROOM FOR GROWTH
WHY DO WE HAVE 60" SHELVING FOR LTR AND NOT FOR RTM? SAME AGES USE BOTH.

CHANGE 48" TO 60" SHELVING UNITS TO GAIN GROWTH SPACE.

The BOLD *SQUARES (in purple)* indicate the number of shelves used.

Numbers with a slash between them indicate two different shelf counts depending on the shelving unit heights.

6

2 SECTION
48" TALL
RTM

T2

01

LD
NCE

C1 C1 C1 C1

C15

T7

C15

C14

(3) 4 SECTION RANGES - 48" TALL - READ TO ME

36

C1 C1 C1 C1

T3 T3

C1 C1 C1 C1

(3) 4 SECTION RANGES - 48" TALL - READ TO ME
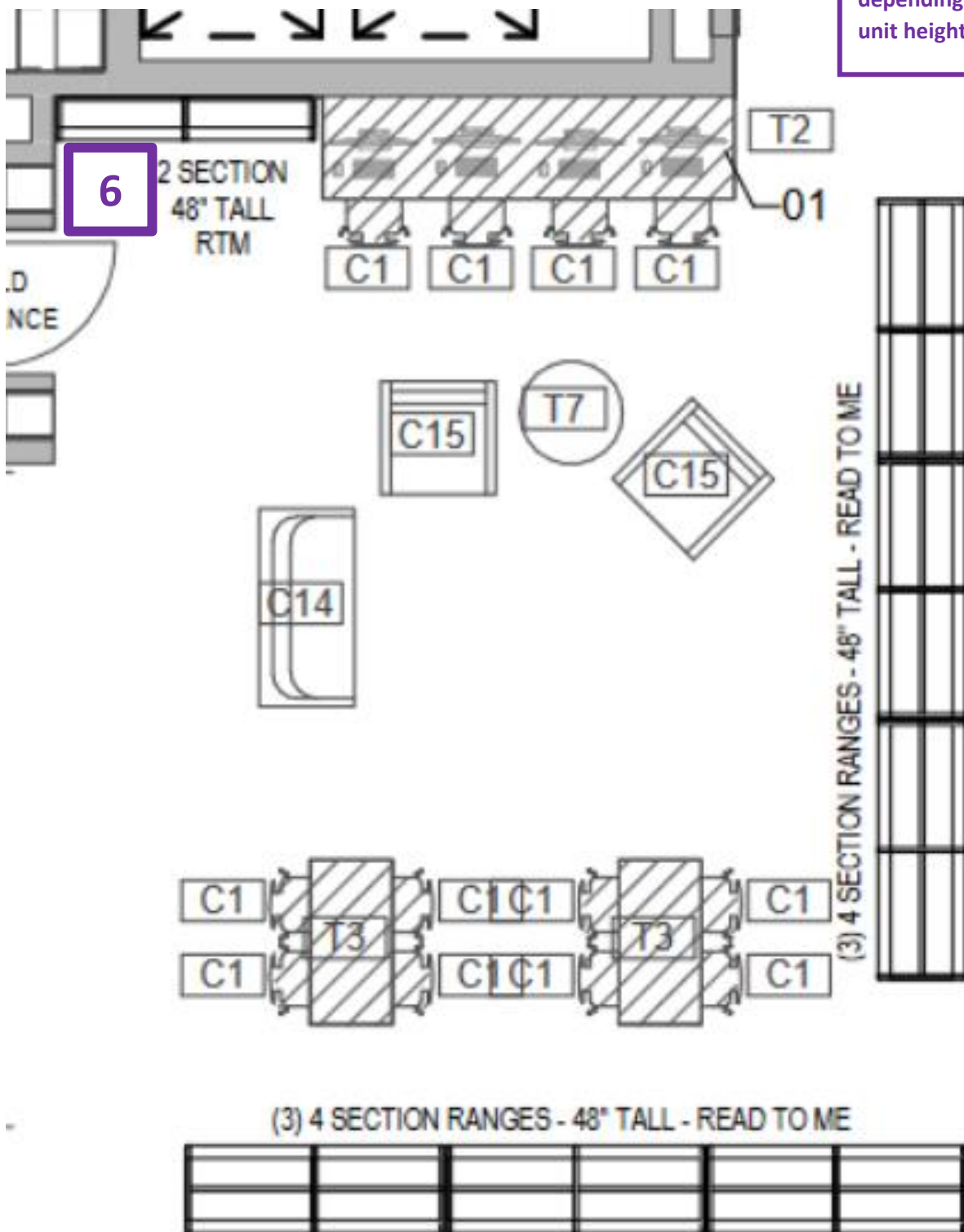
36

LTR (Learn To Read books) / Kids DVDs

78" shelving = 6 shelves/unit or section (12" SHELF)
60" shelving = 5 shelves/unit or section (12" SHELF)
Current use: 36 shelves (WE ARE CURRENTLY WE HAVE HARDLY ANY ROOM FOR GROWTH)
New shelving: 72 shelves

2 SECTIONS - 78" TALL - LTR

12

6 SECTIONS - 60" TALL - LTR

30

6 SECTIONS - 60" TALL - LTR

30

6 SECTIONS - 60" TALL - KIDS DVDs

36

6 SECTIONS - 60" TALL - KIDS DVDs

36
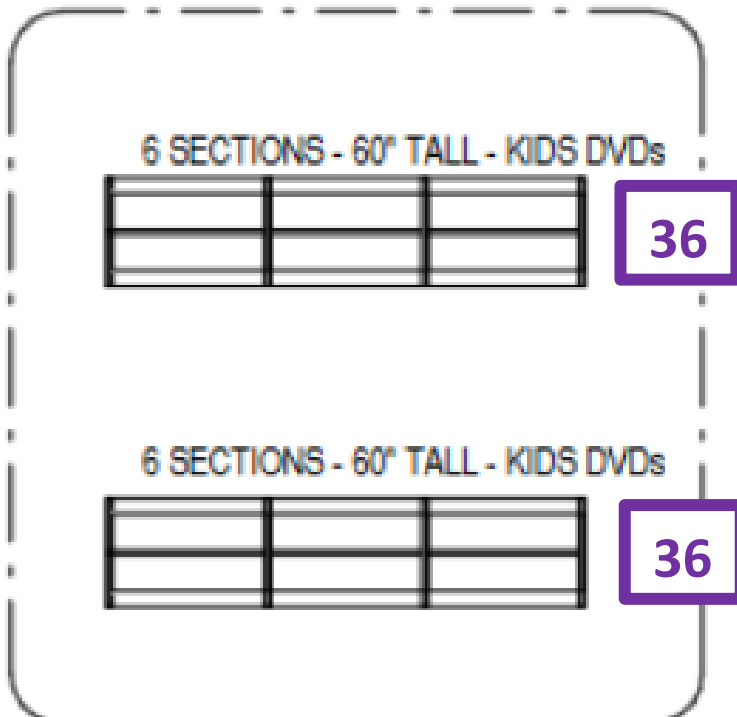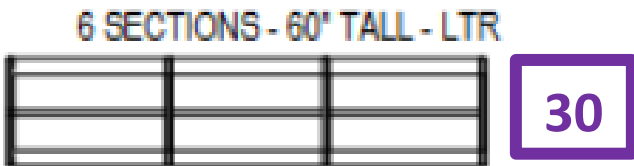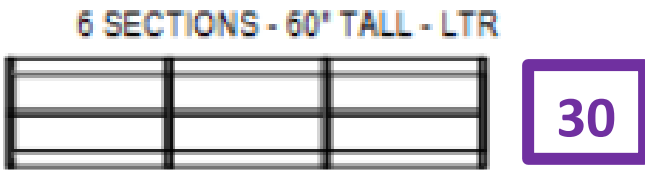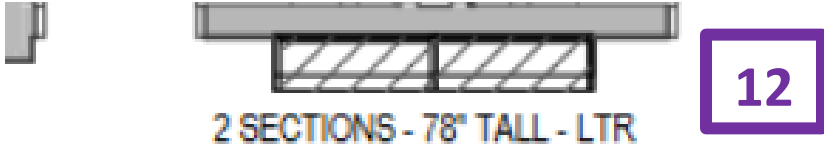
60" shelving=6 shelves/unit or section (10" SHELF)
Current use: 45 shelves
New shelving: 72 shelves

NOTE: We currently shelve Edutainment with our Kids DVDs as that's where it belongs—NOT with adult DVDs where new layout has it. It should also be noted that there is insufficient shelving in the Adult DVD section to house the Edutainment collection as there are several adult genres not allocated space in plans. SEE ADULT DVDs.

SNF (Student Non-Fiction books)

78" shelving = 5 shelves/unit or section (14" SHELF)
72" shelving = 5 shelves/unit or section (14" SHELF) NOTE: Could be 4 shelves/unit or section if top shelf is problem.)
Current use: 282
New shelving: 315/259 (depending on final shelf #)

WE WILL EITHER HAVE NOT ENOUGH ROOM FOR CURRENT COLLECTION IF THE LOWER SHELF COUNT PROVES CORRECT OR VERY LITTLE ROOM FOR GROWTH IN STUDENT NON-FICTION.

7 SECTIONS - 78" TALL - STUDENT NON-FICTION

C3

35

16 SECTIONS - 72" TALL - STUDENT NON-FICTION

80/64

16 SECTIONS - 72" TALL - STUDENT NON-FICTION

80/64

16 SECTIONS - 72" TALL - STUDENT NON-FICTION

80/64

8 SECTIONS - 72" TALL - STUDENT NON-FICTION

40/32
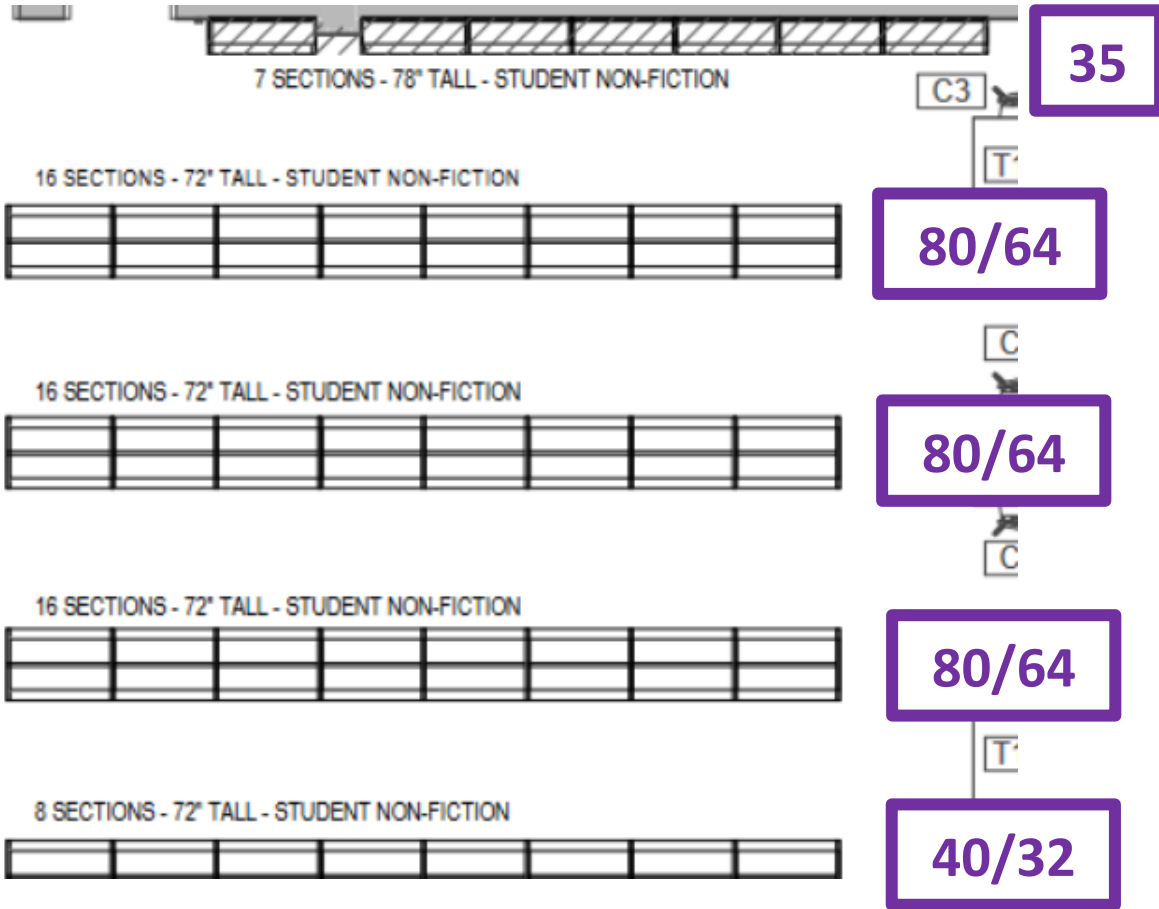
SF (Student Fiction books)

72" Shelving = 6 shelves/unit or section (12" SHELF)   (NOTE: Could be 5 shelves/unit or section if top shelf is problem.)
Current use: 135 shelves   New shelving: 120/96 (depending on final shelf #)
NEGATIVE SHELF SPACE—CURRENT COLLECTION WILL NOT FIT ON SCHEDULED SHELVING

8 SECTIONS - 72" TALL - STUDENT FICTION

40/32

8 SECTIONS - 72" TALL - STUDENT FICTION

80/64
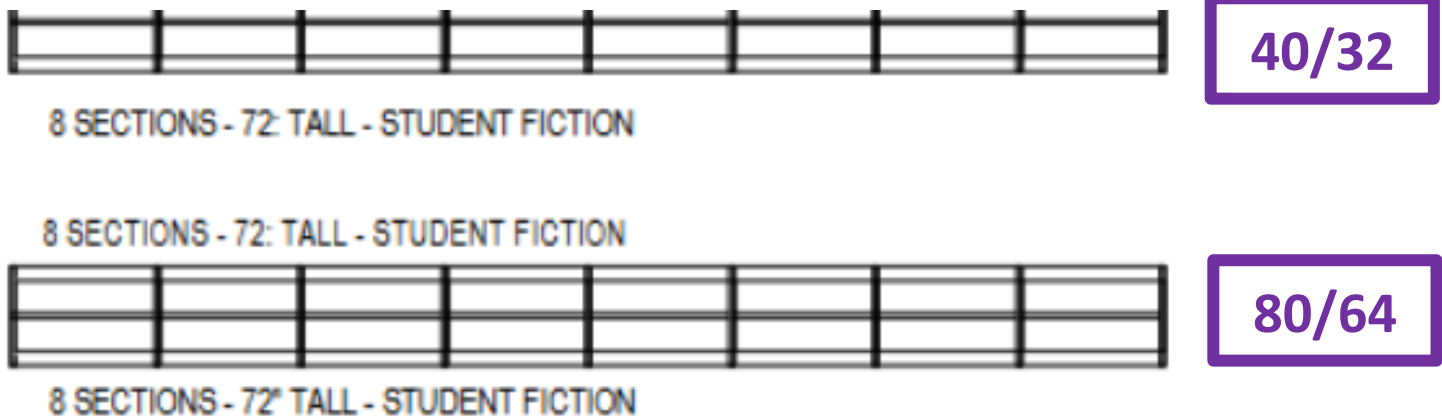
Educational DVDs

90" shelving = 9 shelves/unit or section (10" SHELF)

Current use: 24 shelves

New shelving: 90 shelves (We will have to use 5 shelves to house Edutainment)

WHY IS THIS DISPROPORTIONATE WITH OTHER OTHER AREAS IN NEED OF GROWTH ROOM?

10 SECTIONS - 90" TALL - EDUCATIONAL DVDs

Honor Loan books

Our Honor Loan collection currently takes up 15 units/sections. New shelving allows for 8. We will have to discard almost half of this collection.
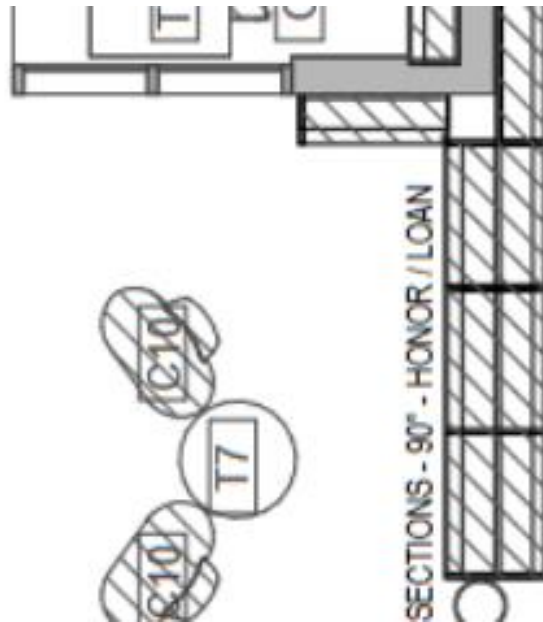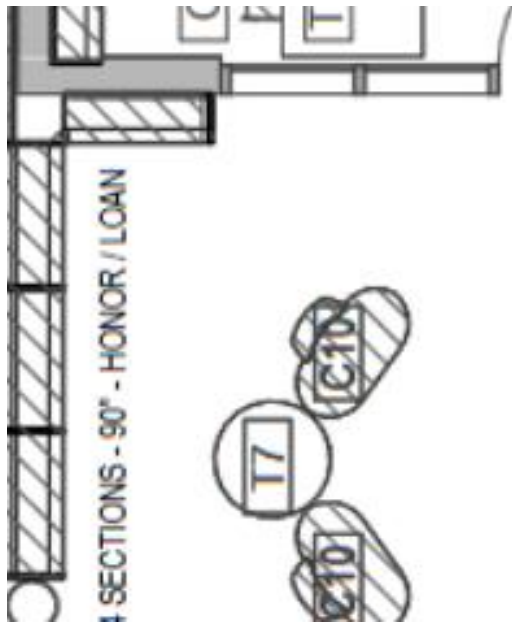
Audio Books/Large Print books

90" shelving = 7 shelves or 6 with canopy/unit or section (12" SHELF)

AUDIOS: static collection so the alloted space is sufficient.

LARGE PRINT:
Current use: 50
New shelving: 56/48 (depending on final shelf # AND having 8 units/sections)

AS WE ANTICIPATE THE SHELVING TO HAVE A CANOPY, WE WILL HAVE ONLY 6 SHELVES PER UNIT WHICH MEANS THIS IN NOT ENOUGH SPACE TO HOUSE OUR CURRENT COLLECTION AND HAS NO ROOM FOR GROWTH.


SECTIONS - 90" - HONOR / LOAN

4 SECTIONS - 90" MAGAZINES

C15

T7

6 SECTIONS - 90" TALL - AUDIO BOOKS

8 SECTIONS - 90" TALL - ADULT FICTION / LARGE PRINT
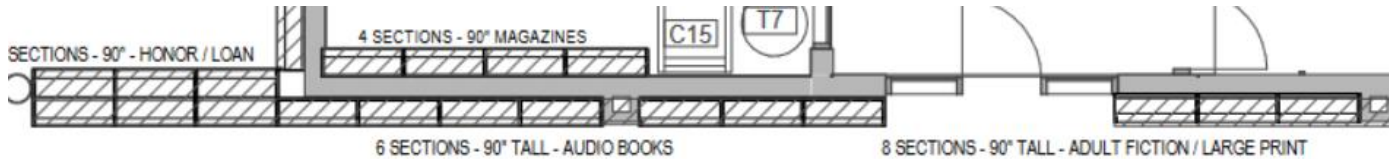
56/48

Great Courses DVDs

THIS COLLECTION MAY HAVE TO BE REHOUSED IN ANOTHER SECTION OF THE LIBRARY TO MAKE ROOM FOR ADULT LARGE PRINT.

9 SECTIONS - 90" TALL - GC COLLEGE DVD'S
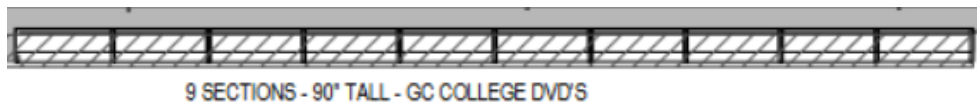
Adult Non-Fiction books

90" shelving = 7 shelves or 6 with canopy/unit or section (12" SHELF)
Current use: 208 shelves
New shelving: 336/288 (depending on final shelf #)

84/72 12 SECTIONS - 90" TALL - ADULT NON-FICTION

84/72 12 SECTIONS - 90" TALL - ADULT NON-FICTION

84/72 12 SECTIONS - 90" TALL - ADULT NON-FICTION

84/72 12 SECTIONS - 90" TALL - ADULT NON-FICTION

Adult Fiction books

90" shelving = 7 shelves or 6 with canopy/unit or section (12" SHELF)
Current use: 603
New shelving: 980/840 (depending on final shelf #)

T15

6 SECTIONS · 90" TALL · ADULT FICTION
42/36

16 SECTIONS · 90" TALL · ADULT FICTION
112/96

16 SECTIONS · 90" TALL · ADULT FICTION
112/96

16 SECTIONS · 90" TALL · ADULT FICTION
112/96

16 SECTIONS · 90" TALL · ADULT FICTION
112/96

14 SECTIONS · 90" TALL · ADULT FICTION
98/84

14 SECTIONS · 90" TALL · ADULT FICTION
98/84

14 SECTIONS · 90" TALL · ADULT FICTION
98/84

14 SECTIONS · 90" TALL · ADULT FICTION
98/84

14 SECTIONS · 90" TALL · ADULT FICTION
98/84

Teen books

90" shelving = 7 shelves or 6 with canopy/unit or section (12" SHELF)

Current use: 87

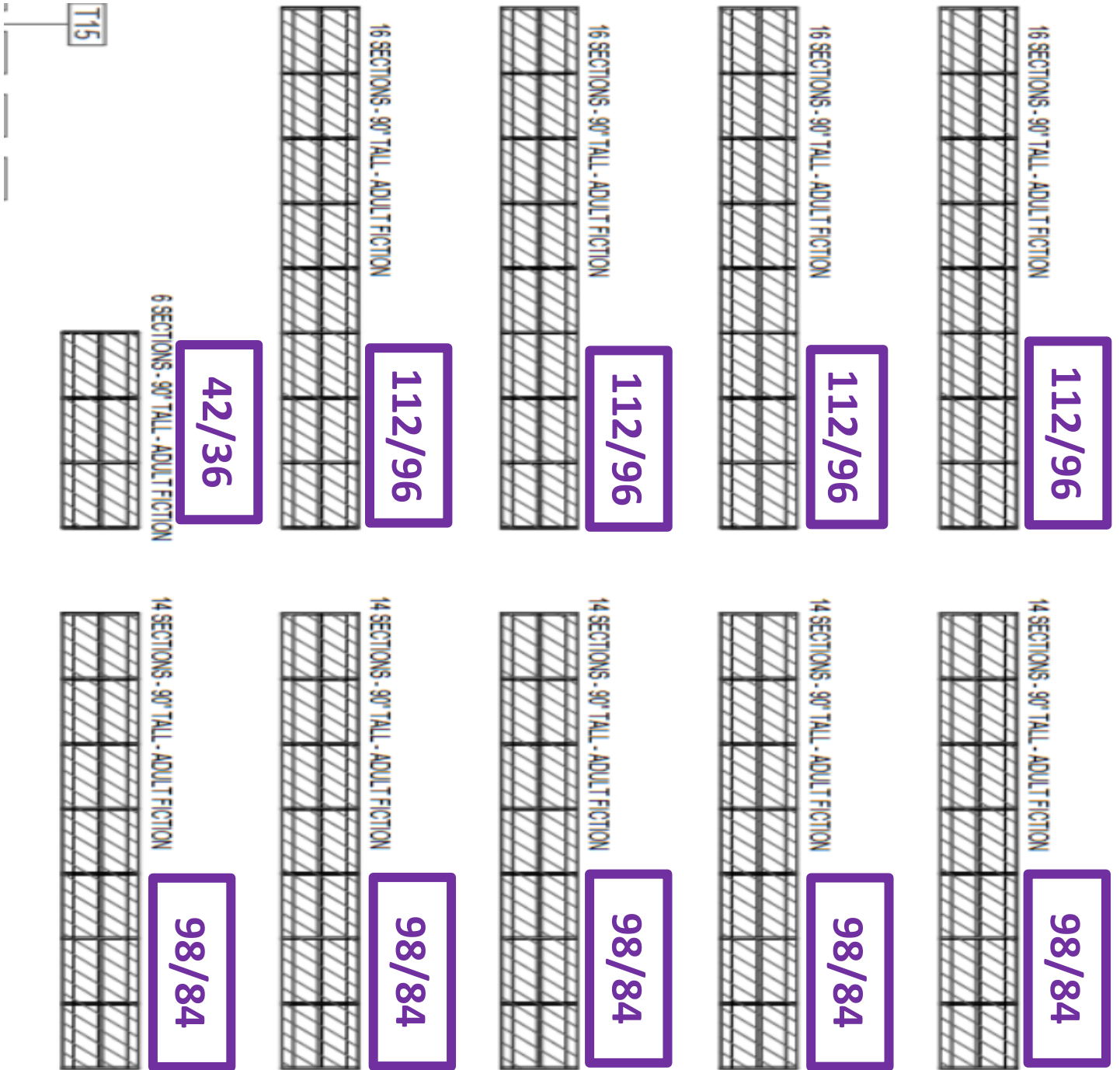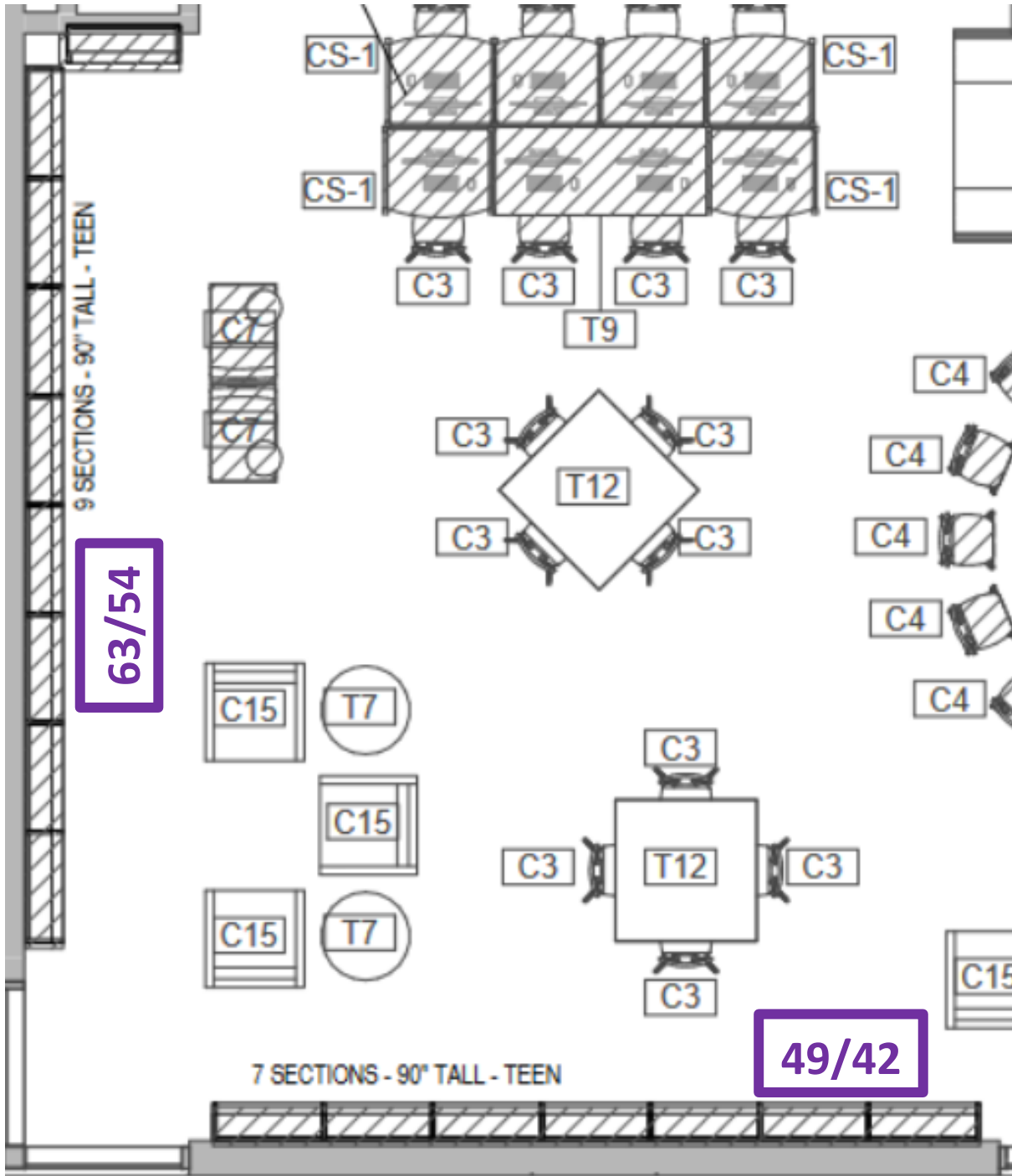New shelving: 112/96 shelves *depending on final shelf #)*

IN ALL PROBABILITY IT WILL BE 96 SHELVES—THIS DOES NOT ALLOW FOR MUCH FUTURE GROWTH

Adult *(Non-children's)* DVDs

78" shelving = 7 shelves *(12" SHELF)*
90" shelving = 9 shelves *(12" SHELF)*
Current use: 303

*New shelving: Unknown due to issues—no space alotted for Western, Local Interest, Foreign, or Fitness.
Edutainment was counted here, but does not belong—relocated to Kids DVDs or Educational DVDs.*

*Issues: The first 90" 12 unit/section is marked as 5 on legend, but floor plan shows 6 units/sections. Which is it?
Assuming it's 6 units and following the counts listed in the legend, AND, placing the missing genres into the collection,
there is ZERO room for growth in the DVD collection.*

BRITISH - 8 SECTIONS
BRITISH - 8 SECTIONS
ADVENTURE - 5 SECTIONS
SCI-FI - 3 SECTIONS
HORROR - 5 SECTIONS
DOCUMENTARY - 7 SECTIONS
DRAMA - 16 SECTIONS
DRAMA - 16 SECTIONS
DRAMA - 16 SECTIONS
COMEDY - 10 SECTIONS
EDUTAINMENT - 2 SECTIONS
MUSICALS - 2 SECTIONS   FANTASY - 2 SECTIONS
TV - 8 SECTIONS
FAMILY - 6 SECTIONS

8 SECTIONS - 78" TALL - DVDs **56**
8 SECTIONS - 78" TALL - DVDs **56**
12 SECTIONS - 90" TALL - DVDs **84/60**
12 SECTIONS - 90" TALL - DVDs **84/60**
12 SECTIONS - 90" TALL - DVDs **84/60**
12 SECTIONS - 90" TALL - DVDs **84/60**
12 SECTIONS - 90" TALL - DVDs **84/60**

WESTERN   FOREIGN   FOREIGN   LOCAL INTEREST   FITNESS

NO ROOM FOR FUTURE GROWTH—ALL ALLOTED SHELVING USED