

Bethlehem Public Library

Planning Study Report

BUILDING ENHANCEMENT
PROJECT



ASHLEY MCGRAW



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01 General Information

» 01.01 Executive Summary

The Bethlehem Public Library (BPL) is located in the Town of Bethlehem in Albany County, New York. It is a school district public library chartered to serve the community within the boundary known as the Bethlehem Central School District with a population of 27,878 (2010 Census). Per the 2020 Annual Report to the Community, the collection contains over 217,000 items with circulation of the physical collection exceeding 275,000 items in 2020, during a pandemic that required curbside pick-up only for a large portion of the year. Use of digital content rose 57% but was still only 34% of total circulation. BPL has approximately 22,000 card holders who attended more than 380 programs, 245 in-person, and asked over 33,000 reference questions. The current building was constructed in the early 1970's. The building and the site are owned by the Bethlehem Central School District and totals 32,360 square feet (NYS Annual Report for Public and Association Libraries – 2017).

The intent of the Planning Study was to build-upon the primary goals identified in the 2021 Master Planning Report Agreement that were identified as;

- expansion of space for programming, meetings and community gathering while
- eliminating barriers to access and maintaining a flexible, adaptable space.
- Providing a vibrant, engaging, and comfortable space for study and community engagement.
- Maintain and enhance a dynamic collection of resources for public use.
- Meeting the needs of Library staff so it can fully and efficiently carry out programs and services that are so valuable to residents of its service area

The Planning Study effort is to build a strong foundation for the project, in a way that is transparent, allowing stakeholders to co-create effectively throughout the project. The Planning Study process involves understanding the history and culture of the Library, researching and analyzing the facility, and developing detailed program space needs. This is a concurrent effort as each aspect informs the other.

This information in this report was attributed from efforts by the design team, Library Administration, staff, Building Committee and Library committee input, as well as contributions from the consultant team.

» 01.02 Team Directory

OWNER

Bethlehem Public Library
451 Delaware Ave
Delmar, NY 12054
Phone: (518) 439-9314
bethlehempubliclibrary.org

EXECUTIVE ARCHITECT

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Syracuse, NY 13202
Phone: (315) 425-1814
ashleymchgraw.com

SITE/CIVIL ENGINEER

Keplinger Freeman Associates
6320 Fly Road, Suite 109
East Syracuse, New York 13057
Phone: 315-445-7980
keplingerfreeman.com

PROGRAMMING

Vaysen Studio
125 E Jefferson St.
Syracuse, NY 13202
Phone: (315) 671-4232
vaysen.com

HVAC, PLUMBING & ELECTRICAL, FIRE PROTECTION & ENERGY ENGINEER

Sage Engineering Associates, LLP
9 Columbia Circle
Albany, New York 12203
Telephone Number: 518-453-6091
sagellp.com

02 Background

02.01 Project Context

The Bethlehem Public Library is seeking the opportunity to update the building, streamline operational efficiencies and enhance accommodations to the community which involve providing more space, opportunities and easier access to the building.

The acquisition of 59 Borthwick increases the property footprint and allows for the Library to utilize the space in a variety of ways that achieve the goals of building and community enhancement.



The approach to determine where the priorities lie and what impacts could be made by engaging the Stakeholders along the way to collaborate ensured the design was the foundation of their priorities and goals.

Engagement was accomplished through a series of stakeholder interviews with the Library Administration, Library Staff and Library Committee. The intent of the discussions were to not only talk about specific areas in and around the building, but also identify what the stakeholders wanted their Library to be in the future, and how it serves the community.

» 02.02 Scope & Purpose

Upon entering the planning Study phase, high-level needs as identified in the 2021 Master Planning Report Report were further defined by the Library and developed as the follow priorities:

- Demolish the 59 Borthwick house and investigate potential library uses for the property.
- Add a large auditorium type space to the library outside the existing footprint. (250 person)
- Address parking and building accessibility/distance to the interior of the library.
- Address the icing problems on the plaza either by redesigning it or moving the building entrance closer to the parking lot and eliminating some of it.
- Abate the popcorn ceiling asbestos ceiling in the hallway.
- Address interior fit and finish for the library including carpeting.

In order to define the scope based on these priorities, our process involved meeting with key groups, Stakeholders, in a series of discovery sessions. These discovery sessions were intended to help us understand the current use or misuse of the space, the relationship it has to adjacent spaces, needs for the space and operational challenges. Having this information in context helped us to optimally align the objectives to develop more efficient and cohesive spaces.

These Stakeholder meetings involving Library Staff and Committee Members, and the design team also yielded overall project purpose to use as guiding principles as the design progressed.

To position the Bethlehem Public Library as a community resource that is accessible to all, offering modern programming in a mindful environment that's nestled within the fabric of the community.

Designed in a way that's welcoming, simple to navigate, modern, and adaptable to a variety of programs, both inside the library and throughout the site.

Optimizing the library so that both patrons and staff have cohesive environments to suit their evolving needs, and to support the next generation of collaboration, discovery, and learning.

02.03 Visioning

A series of Stakeholder Interviews were facilitated virtually by our design team as a method to enhance understanding of the building, programs, matters, and future needs through structured collaboration.

With the Stakeholders having the closest relationship to the Library and the Community it serves, each session prompted the participants to provide opinions on what they want the Library, the site, programs and interior spaces to exemplify. Thoughtful discussion was then followed by a series of varied examples of how the spaces could look, and all provided commentary was captured at the time of the meeting for reference and consideration as design progressed.

There were three main areas of focus for the discussions that included; site, interiors and addition.

Thought-provoking questions at the beginning of the interviews prompted participants to articulate their viewpoints:

- *Who does the Library Serve?*
- *What kind of Library they wanted to be?*

The Site Study Meeting reviewed two main topics:

- Demolish Borthwick and investigate potential new use
- Redesign and potential relocation of the parking area and building entrance

Specific discovery questions included:

- Potential Uses for 59 Borthwick Property
- Issues with the current parking lot
- Exploration of the Curbside pickup service
- How Outdoor spaces are used
- Exploration of Mobile Library
- Goals for Recycling, Donations & Trash
- Library Access; other than vehicles

» 02.03 Visioning

The Addition Study discussion objective identified one main topic:

- Add a large auditorium-type space to the library outside the existing footprint (250-person capacity)

Specific discovery questions included the following types of questioning for each of the areas:

- How do you currently use the space?
- What would you change?
- What do you want in an auditorium?
- Why do you want an auditorium?

The Interiors discussion covered one topic objective:

- Address interior fit and finish for the library. Based on the masterplan, this is limited to the main library/stack area and does not include the ancillary spaces

Noting : (Abate the popcorn ceiling containing asbestos in the hallway.)

Specific discovery questions included the following types of questioning for each of the areas:

- Current Issues
 - What would you change
 - How do you use the space?
 - What is missing?
 - Goals for processes within the space
- Interior Program Areas Discussed:
 - Library of things
 - Interior café
 - Maker Space
 - Expanding Library Collection
 - Technical Services
 - Circulation Desk
 - Kids area
 - Teens Mezzanine
 - Fitness area
 - Meeting Rooms
 - Cooking/Teaching Kitchens
- Finished & Design Styles
- Furniture Function



02.04 Stakeholder Interview Feedback

The following feedback was collected from the Stakeholder Interviews to help identify the key priorities and determine the basis for design concepts.

RE: SITE

EXISTING

- Parking is in rough shape. It's difficult to navigate as a one-way people get confused and go backward
- Unsafe, everyone must walk across a driving lane to access the building
- The space isn't laid out efficiently.
- It's unclear where the main entrance to the library is from the parking lot.
- The walk from the parking lot to the entry is too far, especially for ADA patrons.
- Lack of parking spaces during events.
- Growing demand for curbside pickup can create bottlenecks in the parking lot and blocks access to the maintenance garage.
- No protection for staff doing curbside pickup in adverse weather conditions
- The site lacks sufficient lighting
- Lack of sufficient technology for hosting exterior events. Difficult to move and store the equipment on hand.

NEW

- Relocate parking for easier access to the building and increase lot capacity
- Change the flow of traffic to accommodate 2-way circulation.
- Improve outdoor areas by offering protection from the weather and integrated AV equipment along with more ways to access power
- Fix drainage issues to avoid icy conditions for pedestrians and vehicles
- Incorporate a drive-thru window to service patrons with pickups so staff can remain indoors.
- Develop exterior wayfinding for patrons to navigate the site, locate the main entry, and locate the entrance to the library
- Incorporate solar energy
- Accommodate various modes of transportation including bikes and skateboards
- Increase outdoor lighting for safety and visibility

» 02.04 Stakeholder Interview Feedback

The following feedback was collected from the Stakeholder Interviews to help identify the key priorities and determine the basis for design concepts.

RE: ADDITION

EXISTING

- Odd shape – limiting – space is larger than the actual functional space
- Not large enough – don't like having to turn people away – hit that max often (works best for 30-person programs)
- In high demand as the largest meeting space for both library programs and community events with creates tension
- Has a retractable stage – but dangerous so they don't really it
- The ceiling height is insufficient
- No storage so all furniture is dangerous stacked up in the corner
- Wayfinding is a challenge for all rooms – entrances are hard to find – not welcoming
- The existing kitchenette is used for community functions, and storage for some library programs – could be smaller, or make it much larger to support kitchen/cooking programming

NEW

- Huge demand for a larger community space that can accommodate up to 400 people. With the potential two be split into two areas.
- It would be ideal to have two separate spaces – one dedicated to the library programs, and one for the community programs
- If the makerspace and TV studio are relocated, the existing auditorium could be modified as a secondary meeting space
- The more adaptable the space the better. Want to be able to accommodate various types of programming from seated lectures to meetings and open fitness classes.
- Explore ways to accommodate flexible auditorium seating (i.e. retractable seating)
- Explore how to accommodate “stage” – presenter space, and sound system, yet accessible & flexible
- Need easy access to the road/parking area
- Have ample storage space for furniture and materials.

» 02.04 Stakeholder Interview Feedback

The following feedback was collected from the Stakeholder Interviews to help identify the key priorities and determine the basis for design concepts.

RE: INTERIORS

EXISTING

- Teens, remote workers, and students are underserved.
- Staff areas need to be readdressed – tripping hazards, no quiet space, lack of sufficient break room, need dedicated meeting rooms
- Studio maker space – has a 3D printer, studio functionality to make podcasts/videos, etc. but currently is not soundproofed. It was created within a storage closet – made to work to provide the service – wasn't originally designed as a maker space
- Need to expand the library collection specifically needing more shelving for teens.
- The Interior feels dated and not welcoming
- Lack of sufficient space to properly showcase the library of things.
- Navigation is challenging and many patrons rely on the information desk to find program areas.
- Children's area needs to be better contained and lacks amenities for kids and parents

NEW

- Want patrons to be able to navigate the library easily with signage and simple circulation
- More cozy spaces for people to read – book nooks
- Defined program areas for kids, teens, and adults
- A robust maker space that is distinct from the film studio that can accommodate more technology and equipment – has proper ventilation
- A coffee service and light snacks vending-based service for patrons that won't need to be maintained by staff.
- Reimagined children's area that is geared toward adaptive play, integrates technology, and accommodates parents' needs.

» 02.05 Critical Success Factors

The following Key Priorities below were developed through the summation of the feedback from the Stakeholder Interviews and presented to the Stakeholders for confirmation.

Create a safer exterior environment that is more accommodating to patrons and library activities, has clear vehicle and pedestrian traffic patterns, and a more prominent entry.

To be considered the port in a storm for our community members, and a valued community support partner.

Create an easily accessible addition that caters to the library and community program needs and accommodates multifunctional, flexible spaces and increases patron capacity up to 400.

Providing adequate space to ensure that multiple demographic needs of patrons are accommodated in functional spaces customized to their intended use and program needs, while cohesively integrating efficient employee operational spaces.

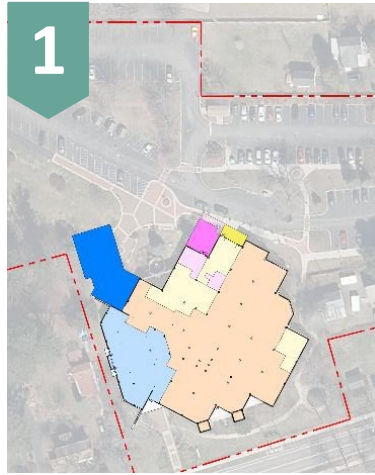
03 Design Discovery

03.01 Initial Concept Exploration

With the information gathered from the Stakeholder Sessions and the space assessment, the design team and consultants worked through several initial, high-level layout options that involved the building, programming and the site. Each option was presented to, and reviewed with the committee to identify what challenges could be resolved within each unique layout.

BUILDING LEGEND

■	LIBRARY
■	COMMUNITY
■	STAFF
■	MAINTENANCE



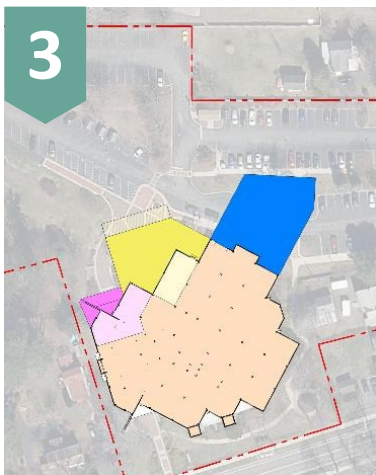
Original Master Plan

Least impact on the building footprint but doesn't address parking/distance to the entry and interior circulation



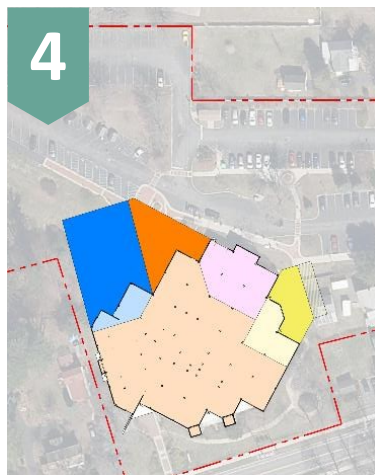
Activate Borthwick

Creates street presence but distances most of the parking from the new main entry



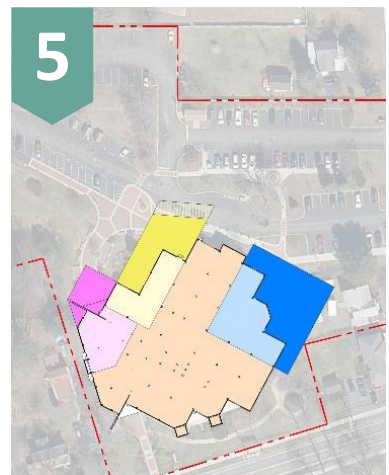
Split the Middle

Best services parking with dual main entry points



A New Front

Moves tech services and maintenance away from primary entry and decreases distance to main parking area



No More Mez

Opens sightlines through the library, creates a street presence at Borthwick and new main entry

03.02 Stakeholder Voting & Collaboration

The Committee provided feedback on the overall preferred layouts, along with commentary on favorable and unfavorable features for all options as well. This helped our team improve the concept, offering an optimized layout.

Option 1

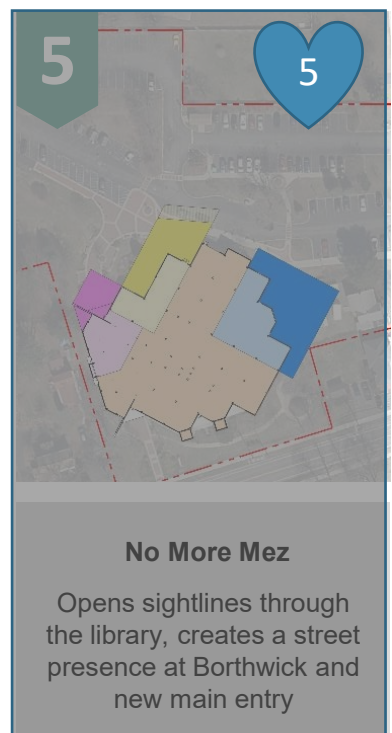
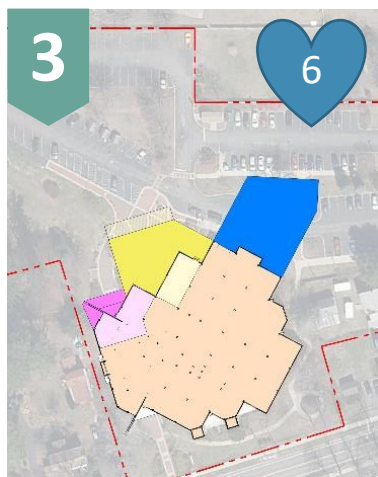
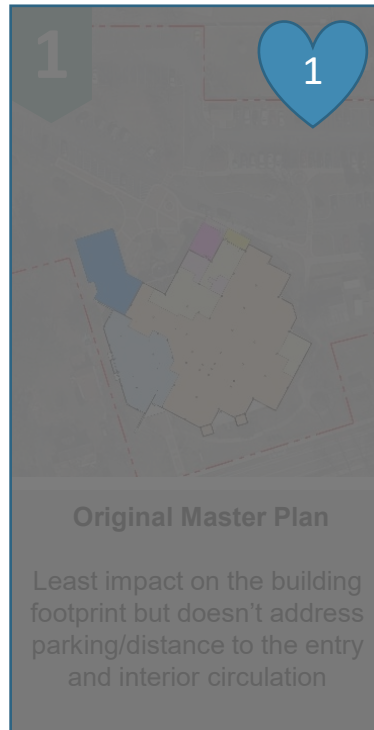
Eliminated due to vote

Options 2 & 3

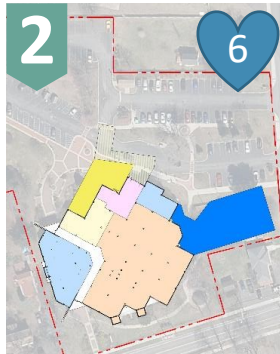
Had the most votes warranting further exploration

Options 4 & 5

Pulled feedback from each concept to better inform options 2 & 3



03.03 Hybrid Concepts



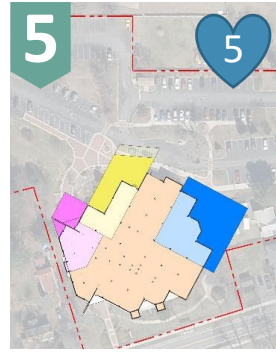
Activate Borthwick
Creates street presence
but distances most of the
parking from the new
main entry

PROS

an entrance to the new large community room on the Delaware Ave side of the building could allow us to close off the existing Delaware Ave entrance, possibly merging the children's story room with the children's book area.

CONS

seems too congested at the main entry - can that be modified?
I like the new entrance in this design but **I have concerns about the congestion**, I think this might be a deal killer for this one. We get a lot of deliveries.



No More Mez
Opens sightlines
through the library,
creates a street
presence at Borthwick
and new main entry

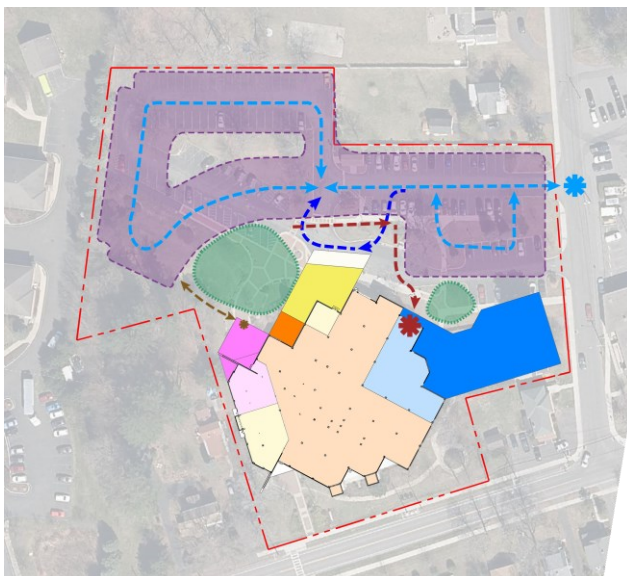
PROS

Does a good job of **bringing the entrance closer for many people** though there is a pretty big chunk in the back, staff is going to be parking back there, leaving the front parking available for patrons
I like having a **presence on Borthwick**, chance to make a statement
If the **mezzanine could be addressed it would potentially address the majority of public feedback** in the Long-Range Building Plan public space discussion which called for increased quiet reading areas, robust children's room, and variable sized meeting rooms
The option to have **deliveries relocated to the side of the building**, away from through traffic is a benefit as is the relocation of curbside

CONS

Concern about cost with mez alterations
unclear with how that are proposing elimination of the current hallway area between the current building entrances.
concerns about placement of deliveries
reduced footage in the library proper

The two concepts above were combined them into a hybrid option preserving the favorable attributes of Option 2 and Option 5.

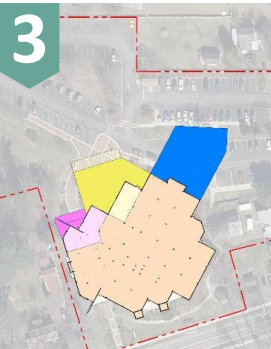


2 + 5 Hybrid Option

Changes Made

1. Leverage the Borthwick property for quick access to pickup drive through – small addition
2. With the primary community addition located central, you get great views as you enter from Borthwick and maximizes parking closer to multiple entry points
3. A secondary addition for main library programming creates a prominent front entry
4. Relocating maintenance and technical services to the “back” of the building
5. Remove the mezzanine to open the library visually and relocate staff offices. (there could also be a version that explores keeping a portion of the mez level)

03.03 Hybrid Concepts



3

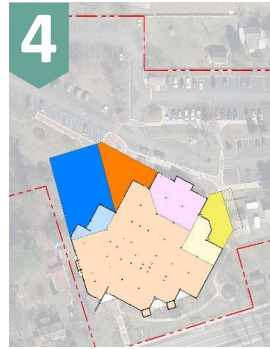
PROS

I really like the idea of **moving maintenance to the back** (like in design 3). Best job of addressing the **distance (to parking)** question. Like that **additional space for the collection** without adding a second floor. The design of option 3 appears to accomplish much of what option 5 is doing in terms of loading dock, curbside, staff space but **without the need to address the mezzanine**. The parking and **Borthwick house** is still a question that appears to have **more impact as community space vs parking**

Split the Middle
Best services parking with dual main entry points

CONS

Why does the **book pickup require sitewide navigation** if the parking lot is 2 way? What would be the effect on operations if the **service area moved to the back side**? Concerns about **access for deliveries that go between the library proper and the green**. Trucks backing up, etc. Incoming traffic would have to cross oncoming traffic to access curbside pick, though this isn't a deal killer. Could **maintenance and deliveries be moved to the backside of the Mezzanine**?



4

PROS

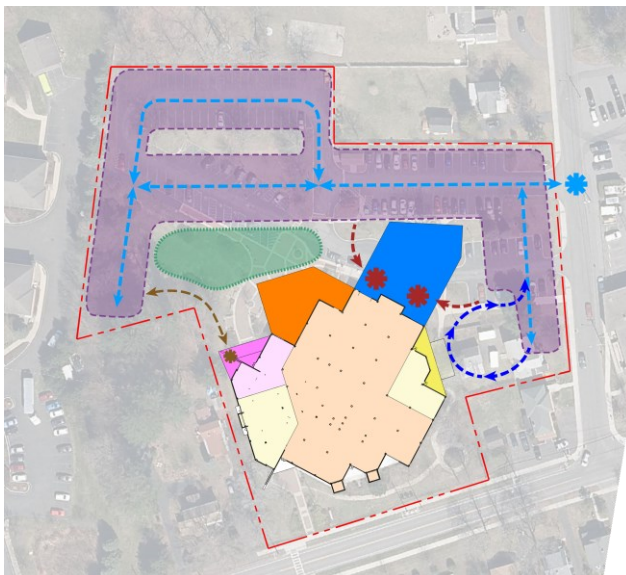
liked the **convenience of the book pickup being close to the road** in design 4, If I am making a quick stop to pick up or drop off books I want it to be quick and convenient instead of having to navigate through the entire parking lot. Clear **differentiation between service entrance and people entrances** like the **additional green space in the "front"** of the library. Possibility of some indoor/outdoor space or performances?

A New Front
Moves tech services and maintenance away from primary entry and decreases distance to main parking area

CONS

Concerns about the distance between staff areas and eventual placement of the checkout desk. drive-thru is near the road, we could still potentially create a beautified presence on the Delaware Ave side.

The two concepts above were combined them into a hybrid option preserving the favorable attributes of Option 3 and Option 4.



3 + 4 Hybrid Option

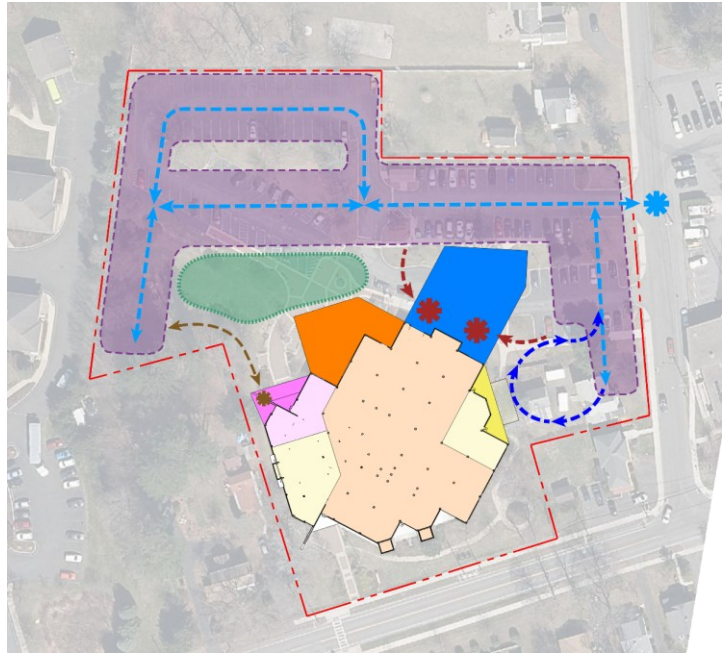
Changes Made

1. Leverage the Borthwick property for quick access to pickup drive through – small addition
2. With the primary community addition located central, you get great views as you enter from Borthwick and maximizes parking closer to multiple entry points
3. A secondary addition for main library programming creates a prominent front entry
4. Relocating maintenance and technical services to the "back" of the building
5. Remove the mezzanine to open the library visually and relocate staff offices. (there could also be a version that explores keeping a portion of the mez level)

» 03.04 Final Hybrid Concept

Using the same method of evaluation, the final hybrid option was the culmination of the most optimal and desired features of the previous hybrid options, 2+5 and 3+4.

The assessment of the likes and dislikes of the options led to the creation of this final layout that was able to accomplish multiple goals through full collaboration with all Stakeholders.



TOP IMAGE SHOWS THE HYBRID CONCEPT AND BOTTOM IMAGE SHOWS HOW THIS CONCEPT PROGRESSED.

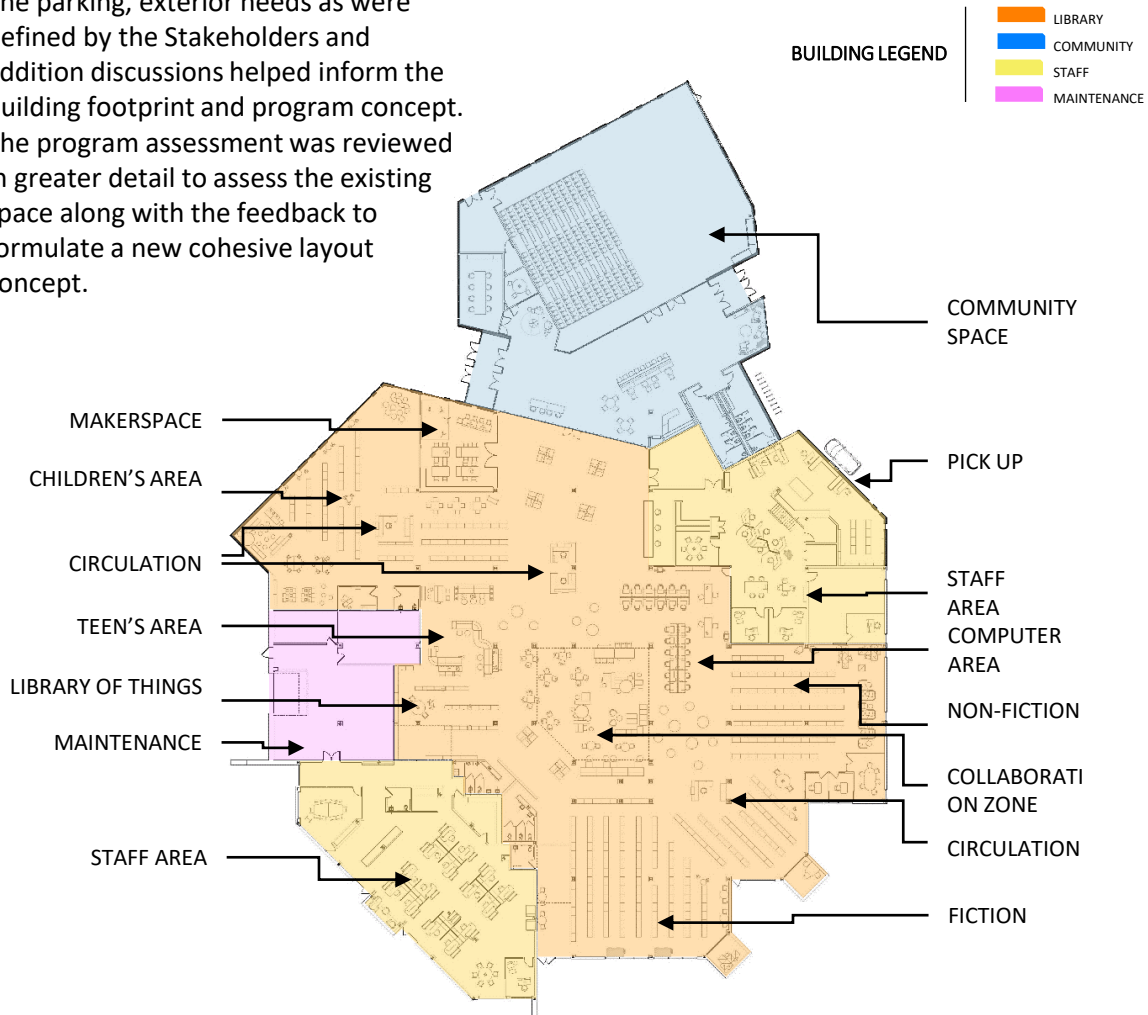
Once this plan was established, the designers were able to look at each area more intricately for further evaluation and exploration, such as the specific parking plan, programming space, patron traffic logistics and anticipate larger needs and evaluations for consideration in the Schematic Design Phase.



04 Space Program & Concept Design

04.01 Interior Program Concept

The parking, exterior needs as were defined by the Stakeholders and addition discussions helped inform the building footprint and program concept. The program assessment was reviewed in greater detail to assess the existing space along with the feedback to formulate a new cohesive layout concept.



NEW and RENOVATED SPACE sq.ft.

	Existing	New
Additions	-	15,500
Renovations	24,800	-

PROGRAM INCREASES sq.ft.

	Existing	New
Community	2,377	6,111
Main Library	16,500	24,200
Staff Areas	5,900	11,400
Maintenance	2,000	2,500

» 04.02 Interior Space Program

Community Area

The community space will relocate to the front of the library as an addition to the overall building serving as a focal point at the entry for the library. The new addition will feature a double-height volume divisible into two program areas so multiple events can occur. The community room will have an AV system and a performance zone to support large gatherings. A large storage room will be adjacent to the community space to service events and house furniture to accommodate flexible programming.

The new lobby will serve as a bridge between the existing library proper and the community space. There will be flexible seating zones, private meeting spaces for small group collaboration, and a kitchenette with café seating offering visitors light snacks and beverages while supporting food service during community events. The lobby is a prominent area to showcase artwork, feature library offerings, host community sales, and more. With the expansion of the community room capacity, a new gang toilet room will be accessible from the lobby.

The lobby will increase accessibility to the parking lots with two main entries servicing the northwest and east entries providing direct access to the community space and library proper. The lobby will extend to the exterior providing outdoor seating and connection to an exterior shelter for outdoor community events.

Main Library

The main library is defined as space directly used by patrons for your typical “library” functions. It includes areas for book stacks, studying, computer access, reading lounges, public restrooms, help desks, and more. Renovating the main library is a crucial part of modernizing the user experience at the Bethlehem Public Library.

By renovating the main library we’re able to increase the amount of interior space that can be directly accessed by patrons. It addresses crucial infrastructure requirements like abating popcorn ceiling, and overall reimagines the interior fit and finish of the library. Key attributes of the renovation include increased space for hands-on activities, easier access to circulation desks and staff as a resource, and more space for social/emotional interaction.

» 04.02 Interior Space Program

Staff Areas

In support of creating a cohesive environment that better serves the public and the staff who work at the Bethlehem Public Library, a key part of the interior renovation is addressing the workflow among the staff areas.

In the outlined plan, what was previously communal space in the existing building is now home to the technical services department. This area provides increased square footage for the various functions of this department. Ancillary space can be used for receiving packages, staff meetings of various sizes, a kitchenette, restroom, and staff lounge areas.

To cohesively merge the exterior site upgrades with the interior of the building, another staff area is located near the pickup loop. Staff who regularly work here will have access to the pickup window, materials on hold, checkout counter, IT service area, staff mezzanine, private offices, and meeting spaces of various sizes.

Maintenance

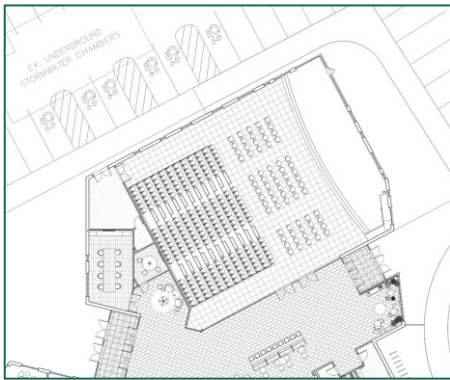
In an effort to create a more welcoming experience for patrons, the maintenance area has been moved to the West side of the building where it will be out of view from the general public. Reimagining the overall site plan allows us to separate the public parking and pedestrian traffic from the primary service entrance for a better user experience and overall safer environment.

On the interior of the building, the maintenance area and technical services department continue to have a primary adjacency so that receiving and processing shipments can be done as efficiently as possible. The maintenance area is comprised of the garage, mechanical room, and storage; and staff have direct access to the kitchenette and staff restroom.

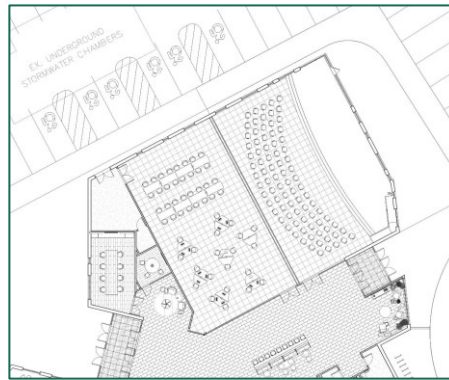
04.02 Interior Space Program

Community Area

The community space will relocate to the front of the library as an addition to the overall building serving as a focal point at the entry for the library. The new addition will feature a double-height volume divisible into two program areas so multiple events can occur. The community room will have an AV system and a performance zone to support large gatherings. A large storage room will be adjacent to the community space to service events and house furniture to accommodate flexible programming.



FULL SPACE USE



SPLIT ROOM: GROUP LECTURE AND LEARNING SCENARIO



» 04.03 Concept Design

Architecture

The new addition provides a welcoming view to the patrons upon entry into the parking lot and navigationally pronounces the entry point. With the community addition structure protruding toward the vehicle entry, and providing two corresponding entry points on either side, it allows the parking lot to wrap the building to creating shorter and safer walking distances from the parking lot into the building.

With respect to the existing architecture, the visible preexisting peaks homogenize the new collection of dynamic angles the community addition brings.

The appearance of the front of the building is dressed in natural warm wood tones that visually compliment the existing exterior brick. The large prominent windows allow light to enter the building and enhance the lighting within the library spaces but also give patrons visibility to the activities that happen within the library. As they enter from the Northeast, they will have a view of the new maker space, and as they enter from the Northwest, they will have a view of the programs occurring within the new addition community space.



04.03 Concept Design

Outdoor Community Area

The Community gathering space outside will be a combination of green area and paved areas. The patio area directly outside of the new addition space and serve as an area to gather or rest with direct access to the new auditorium space.

On the Northeast side of the building, there will be a larger patioed gathering plaza adjacent to a covered pavilion with stage and more green area just beyond that to hold outdoor events. The outdoor space on the pavilion side has visibility to the interior kids' area.



» 04.03 Concept Design

New Lobby

The new lobby will serve as a bridge between the existing library proper and the community space. There will be flexible seating zones, private meeting spaces for small group collaboration, and a kitchenette with café seating offering visitors' light snacks and beverages while supporting food service during community events. The lobby is a prominent area to showcase artwork, feature library offerings, host community sales, and more.



EAST ENTRY LOOKING THROUGH TO WEST. NEW AUDITORIUM ON RIGHT



WEST ENTRY LOOKING THROUGH TO EAST. NEW MAKER SPACE ON RIGHT

With the expansion of the community room capacity, a new gang toilet room will be accessible from the lobby.

The lobby will increase accessibility to the parking lots with two main entries servicing the northwest and east entries providing direct access to the community space and library proper. The lobby will extend to the exterior providing outdoor seating and connection to an exterior shelter for outdoor community events.

» 04.03 Concept Design

Patron Experience

Design goals embodied the patron perspective to enhance their visit from the “first look” as they enter the parking lot and every experience thereafter. There is now one automobile entry point to reduce traffic confusion, safer and closer walking distances to the entry, and increased covering at the entry areas.

Patron trip-drivers were considered as well, whether planning to stay or with the intention of a quick errand by the addition of the traffic circle for pick-up, a patron drop-off area and overall increased parking to accommodate more of the community. Patrons may also still use the previous drop boxes that have been relocated around the loop as well.



» 04.04 Proposed Program Allocation

PROGRAM AREAS	EXISTING	EXISTING	PROPOSED	PROPOSED	Existing vs. Proposed	Existing vs. Proposed
	QTY	NSF	QTY	NSF	QTY	NSF
Circulation						
Lobby/Gallery	1	2150	1	2993	-	843
Maintenance Corridor	1	134	0	0	-1	-134
Offices Corridor	1	643	1	471	-	-172
Elevator/Stairs	2	528	2	167	-	-361
Vestibules	2	190	2	251	+2	61
Staff Areas						
Private Offices	6	956	4	566	-2	-390
IT Office	1	513	1	549	-	36
Staff Lounge & Lockers	1	400	4	414	+3	14
Technical Services	1	1744	1	2477	-	733
Technical Receiving	0	0	1	372	+1	372
Pick-up Zone	0	0	1	663	+1	663
Circulation Desk Area	1	1712	2	3158	+1	1446
Staff Offices 2nd Floor	1	2325	1	2325	-	0
Staff Workspace	0	0	1	1731	+1	1731
Holds	0	0	1	333	+1	333
Staff Meeting Rooms	0	0	2	563	+2	563
Storage						
Community Program Storage	1	251	1	279	-	28
Custodial	1	18	1	41	+1	23
Staff Storage	0	0	1	417	+1	417
Building Support						
Toilet Rooms	7	518	7	1109	-	591
Mechanical Rooms	1	569	1	507	-	-62
Maintenance/Storage	1	319	1	248	-	-71
Shipping/Receiving Garage	1	853	1	1523	-	670

(continued on the next page)

04.04 Proposed Program Allocation

PROGRAM AREAS	EXISTING	EXISTING	PROPOSED	PROPOSED	Existing vs. Proposed	Existing vs. Proposed
	QTY	NSF	QTY	NSF	QTY	NSF
Community Areas						
Community Room	1	1625	1	4965	-	3340
Makerspace/TV Studio	1	325	1	809	-	484
Kitchenette	1	191	1	170	-	-21
Board Meeting Room	1	561	0	0	-1	-561
Community Meeting Rooms	0	0	2	488	+2	488
Study Rooms	4	463	2	555	+1	92
Computer Area	1	726	5	1720	1	994
Adult Lounge/Study Areas	2	914	1	495	-1	-419
Teen Lounge	0	0	1	926	+1	926
Collaboration Zone	0	0	1	2420	+1	2420
Lactation Room	0	0	1	105	+1	105
Stack Areas						
Children's	1	4915	1	3198	-	-1717
Young Adult/Teen Area	1	519	1	689	-	170
NEW Materials	1	1245	2	1400	+1	155
Adult Fiction	1	2325	1	3415	-	1090
Adult Non-Fiction	1	2185	1	1944	-	-241
Media	1	556	1	1386	-	830
Library of Things	0	0	1	1182	+1	1182
	TOTAL	30373.00	TOTAL	47024.00		

The table above, that is a continuation from the previous page was developed by the designers to evaluate the current space and footprint against the proposed, confirming that the needs were met regarding specific areas. The table communicates the existing spaces and quantity along with the Net Square Footage for each. The proposed column data verifies the needs were met along side the calculations that identify the range in which they can be measured.

» 04.05 Component & Feature Precedents

Café

An open-style kitchenette that may offer patrons beverage and light snacks during community events, and adjacent high-table seating for resting or small social visits within that main lobby area.

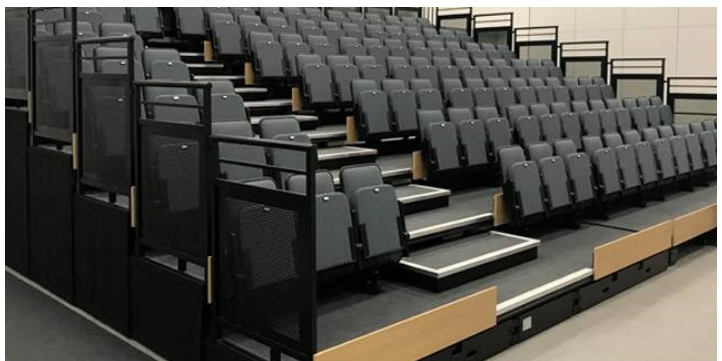


Auditorium Flexibility

Multiple stage precedents are being considered for the space, however, to offer the most flexibility with the usable floorspace, the design team was considering the hydraulic stage. The stage can be activated when needed or recessed when more floor space is required.

Another flexible option is the retractable auditorium seating. The seats are upholstered and can accommodate an increased number of audience members for larger events.

When not in use, they have a clean appearance and an increased amount of floorspace can be used.



04.05 Component & Feature Precedents

Multi-program Flexibility

To be able to offer multiple programs within the same space and best utilize the space, the designers were considering a Skyfold dividing wall that would drop from the ceiling creating a sound deterrent barrier. The lobby would have two double-doors on either side of the room divider to separate entry into each space.

Multiple configurations could be considered in each space to accommodate different program types and needs.



Static Stage

This option allows for a permanent stage area that could connect with a raised patio on the adjoining exterior. The large window panels behind the stage served as inspiration for the final concept, allowing natural light to enter and a visible connection to the outside for the audience.

» 04.06 Zoning Requirements

RE: 59 Borthwick Property

The property located at 59 Borthwick Ave, as acquired by the Bethlehem Public Library with the intention of demolition will need to undergo the process of re-zoning upon change ownership and be designated as the same entity.

A surveyor of the Library's discretion would be engaged to develop a subdivision plan. If the Library does not have a preferred consultant, one can be recommended upon request.

To find out if any of the properties are part of previously approved subdivision map, a FOIL request must be submitted through the Town website.

If it is determined that they are not, the library can take the subdivision map to the Town Codes officer to get a letter stating that there will be no adverse impact. With this letter and the subdivision map, the library will be able to file the subdivision at the County Courthouse.

If the properties are in a previously approved subdivision, an application for Minor Subdivision through the Town's Planning Department, which requires a fee (\$140) with a potential additional fee for a Final Plat approval. The Library must get approval from Planning Board and signature on map from Planning Board Chair. With the Plan and signature, the library will be able to file at the County Courthouse.

EDWARD G. KEPLINGER, RLA, ASLA
Keplinger, Freeman & Associates

» 04.07 Site Narrative

The Bethlehem Library site design maximizes parking, simplifies vehicular and pedestrian circulation to increase safety, and delineates zones for outdoor programming.

Layout for the site is directly related to prioritizing efficient vehicular circulation on the site, which is integrated with the addition and reconfiguration of interior spaces.

The lot parks 168 cars, including 8 accessible spaces which is 2 spaces over the ADA minimum. Most accessible spaces are located directly adjacent to the main entry and close to the entry plaza. Overhead lighting and tree cover increases the quality of the parking area.

Visitors to the library arriving by car are welcomed by an allee of trees and an entry sign at the single 2-way entrance on Borthwick Avenue. After entering the site, circulation is split between those looking to spend time at the library, and those looking to exchange books at the new loop. Drivers going to the loop can utilize the canopy at the book exchange, which borders a raised planted area with an up-lit flagpole. Visitors parking in the lot area can access the main entry by entering the building through the entry plaza. Planting at the building would include a few flowering shrubs, featuring mostly low maintenance ground cover planting highlighted by a vertical ornamental grass swathes that highlight architectural geometry.

Visitors coming from Borthwick Avenue have access through a designated crosswalk area and is nearby to bicycle parking for those coming by bike.

The geometry of the building is very angular, which is designed to contrast with the plaza: Curved plant beds, arced bands of lighting bollards and curved seat walls guide visitors towards the building entry. On the side of the entry plaza is a small pavilion, with capacity for a small stage and 50 visitors and could overflow into the plaza on the arced seat walls. Behind the pavilion and acting as a backdrop for the stage is a plant bed of perennial flowering shrubs and trees. Opposite of this plant bed is a lawn area which could be utilized for smaller and perhaps more passive uses.

Located on the other side of the building is an elevated patio, which is raised to be at the same elevation as interior architectural elements. This space is separated from the sidewalk with a plant bed and undulating seat wall and could be used as an outdoor reading nook with movable furniture and bollard lighting. Two ornamental flowering trees provide a sense of enclosure and bookend the space.

Access to the site by service vehicles would involve a truck moving through the parking area to the service access. This drive will angle parallel to the property line and is adequately screened by tall shrubs and trees to minimize disturbance and visual impacts from the entry space. This area will also house the relocated transformer.

CHRISTIAN R. FREEMAN, PLA
Landscape Architect
Keplinger, Freeman & Associates

04.07 Site Concept



168 Parking Spaces
8 Accessible Spaces

+/- 6,000sf of outdoor green space to
accommodate 250 people

Outdoor Pavilion seats 50 people
Green Space Gathering 100 people
Entry plaza 250 people

Relocated Transformer

04.08 MEP / FP Narrative

Mechanical Systems

The existing central boilers and pumps will be removed. Overhead piping delivering hot water to reheat coils located in the ceilings will be retained to the extent possible. The existing ductwork serving the existing rooftop units will be reconfigured as required for the new layout, with the existing VAV boxes and reheat coils retained for reuse. New rooftop units will be provided as follows; the new community space, the new entry adjacent the community space, the new Children's Area. Two new high efficiency gas-fired condensing boilers will be provided for redundancy, each with approximately 1 million BTU's/hour of capacity. Redundant hot water pumps with variable speed drives will be installed. The existing Trane control system will be supplemented as required for the new equipment.

Plumbing

A new gas-fired domestic hot water heater will be provided, along with an electronic thermostatic mixing valve for scald protection and a pumped recirculation system. New roof drainage will be provided for the roof area created by the new construction.

Fire Protection

A complete new sprinkler system will be provided, requiring a new 6" combined domestic/fire protection service connected to a main service in Delaware Avenue. The new system will consist of an NFPA 13 wet pipe sprinkler system.

Electrical

The existing grade mounted exterior transformer, existing electrical service and all of the building electrical panels and distribution will be removed. A new 800 amp, 480/277 volt electrical service will be provided with a new grade mounted transformer, new main distribution panel and new electrical distribution system will be provided.

All existing building lighting will be removed and replace with LED. Interior lighting will be controlled by vacancy sensors (manual on) in offices and non-public spaces or automatic on to 50% using occupancy sensors. Where spaces use automatic on those spaces must also have time clock controls and light reduction controls. Spaces exempt from these types of controls are areas designated as security or emergency, exit stairways, and exist passageways. In addition to the required lighting controls above, daylight controls for automatic dimming will be required where side lit daylight zones contain more than 150 watts of general lighting

Emergency lighting will be stand-alone battery powered LED fixtures or select fixtures will be provided with integral battery drivers to provide emergency/egress lighting per code.

The existing building fire alarm system will be removed and replaced with an addressable non-voice notification type system.

New telephone/data infrastructure consisting of Cat 6A cabling will be provided, including new POE PA system throughout the building.

Interior entry points will be provided with POE cameras wired back to a central network video recorder. Exterior cameras will also be provided at entry/exit points.

JOHN S. EDWARDS, P.E., LEED AP

Principal, Sage Engineering Associates, LLP

04.09 Hazardous Materials

The Hazardous Material assessment conducted in 2015 by Shumaker of the Library building will be reviewed as a baseline for additional testing. Additional testing of the Library building and 59 Borthwick property will be conducted during the future Schematic Design phase

05 Schedule & Phasing

05.01 Schedule & Project Phasing

2022 SEP – 2023 FEB	Feasibility Study
SEP 29 2022	Meet & Greet
NOV 15 -17 2022	Stakeholder Discovery Sessions
NOV 29 2022	Interiors Scope Part II
DEC 15 2022	Initial Board Presentation
JAN 09 2023	Hybrid Concepts Board Presentation
FEB 13 2023	Final Concept Presentation with Renders
2023 APR – 2023 AUG	Schematic Design
2023 AUG – 2023 DEC	Design Development [appx. 14 weeks]
2023 DEC – 2024 MAR	Construction Documents [appx. 12 weeks]
2024 MAR – 2024 MAY/AUG	SED Submission [appx. 8-20 weeks]
2024 SEP	NYS Library Construction Grant Application
TBD	Bidding & Construction Award

Phasing is TBD and will be determined as part of the tasks to complete in the upcoming Schematic Design phase.

06 Budget Overview

» 06.01 Budget Overview

The following order of magnitude cost was reviewed as part of the presentation at the final Committee meeting.

Site	LS	\$2,100,000
New Construction	15150 gsf	\$7,852,500.00
Renovations	24800 nsf	\$6,140,000.00
Demolish house	LS	\$85,000.00
Hazardous Material Abatement	LS	\$185,000.00
Building Envelope Improvements	LS	\$175,000.00
Total Construction Cost		\$16,537,500.00
FF&E	39150 nsf	\$1,761,750.00
Escalation & Soft costs (fees, CM cost, testing, etc)		\$4,795,875.00
Total Project Cost		\$23,095,125.00

The forecasted date was to the middle of construction from FEB 2022 and does not include the lead time for SED review.

07 Appendix