



### **Highlights**

- The new Book-A-Librarian service allows customers to schedule an appointment with a reference librarian and receive personal assistance with the catalog, databases, or resources offered through the Virtual Library.
- AHCA's annual Angelina Eberly Luncheon was held January 23, 2015, at noon, at the Driskill Hotel. The luncheon featured a panel discussion of "renovators" of historic downtown Austin, who shared first-hand what it was like to rescue properties nearly lost to demolition, neglect and arson.
- The Milwood Branch will be closed February 1, for remodeling. The pocket library will open March 16.
- Work is beginning on the top floor (sixth level) of the New Central Library.

### **Facilities Services**

**New Central Library Project:** Concrete is presently being placed on the sixth level, which is the top floor, of the New Central Library building. Other ongoing work includes construction of the underground parking garage ramp, construction of the pads needed to support the heat exchangers, and installing the first HVAC (heating, ventilation and air-conditioning) equipment in the building. The referenced pads will essentially be concrete blocks used to spread the concentrated load of the heat exchangers over a greater area of floor space. The heat exchangers are large pieces of equipment designed for efficient heat transfer from one medium to another, and are necessary for chill water to be utilized in the building from Austin Energy's district cooling plant, provided via a network of underground pipes. This underground network of pipes from the district cooling plant provides chilled water to meet the cooling requirements of multiple buildings in the district and the resulting aggregation of heat loads allows for superior efficiencies, reliability and quality when compared to stand alone chiller systems. Access to the construction site is becoming more and more of a challenge as both the Seaholm Redevelopment Project and the New Central Library and Related Projects strive to move materials and equipment along the narrow West Avenue corridor. To further complicate matters, the paving of the portion of West Avenue between the two project sites is now scheduled to begin on January 21, 2015. Weekly coordination meetings between the involved construction contractors are being conducted to keep the roadway available as needed for the construction activities of both firms. The Construction Manager-at Risk for the New Central Library Project has proposed to hold the Building Skin Commissioning Kickoff Conference in the Twin Oaks Branch Library meeting room in order to accommodate all the number of subcontractors who will need to attend. A building skin, often called a building envelope, consists of the roof, exterior walls and floors of such a structure. These elements form a barrier that separates the conditioned, interior environment from the exterior, unconditioned environment. While the external facades of a building determine the very appearance of a building, they also

function as a protective mantle, or an intelligent skin regulating both temperature and light. Commissioning as applied to the exterior envelope involves communication and coordination between all trades involved in the construction of these elements to ensure that the objective of the owner is met, namely a properly constructed building envelope that will substantially reduce heating costs in the winter and cooling cost during the summer. The project schedule for the New Central Library remains as follows:

- ~ August 2013 ~ Site Development Permit received
- ~ August 2013 ~ Construction Begins
- ~ February 2014 ~ Garage Building Permit received
- ~ October 2014 ~ Complete Building Permit received
- ~ Spring 2016 ~ Building Construction completed
- ~ November 2016 ~ Grand Opening Ceremony

### **Fiscal Year 2015-16 Five Year Capital Improvements Program (CIP) Plan:**

The FY 2015-16 CIP 5-Year Plan Kick-off was conducted on January 7th at Council Chambers in City Hall. The capital planning and decision-making process in Austin is guided by the Capital Improvements (CIP) Plan document. Produced annually, the CIP plan outlines the City's projected major capital improvements over the next five years, based on reasonably anticipated revenues. The CIP plan does not appropriate funds, but rather functions as a planning and budgeting tool supporting the appropriations that are made through adoption of the Capital Budget. The CIP Plan is never approved by any particular board, commission or City Council. Instead, it is recommended by the Planning Commission and then used as the basis for development of the Capital Budget. The City's CIP Planning process calls for each City department to evaluate the capital projects it is responsible for, including reviewing plans for existing projects and programs, and updating project funding and appropriation plans accordingly. The departments are also required to conduct a prioritization process to identify new capital projects needs for the next five years. The departments' CIP Plan submittals are due to the Budget Office on March 2nd, and the City Council will hold public hearings on the proposed budget in August. The CIP process culminates in September with City Council's approval of the Capital and Operating Budgets for the fiscal year beginning in October.

**Milwood Branch Library Renovation Project:** The 90% complete Milwood Branch Library Renovation Project plans are now under review by the Quality Standards Management Division (QSMD) of the Public Works Department and as soon as their comments are received and incorporated into the plans, this review process will be repeated one last time for the 100% complete construction drawings. The City of Austin Job Order Contract (AJOC) will be utilized as the construction delivery method for this renovation project. Job Order Contracting is a method of construction procurement that significantly reduces the time it takes to purchase construction services. When

implemented correctly, as is the intention APL, Job Order Contracting can also reduce the cost and increase the quality of construction. The Library Department has adopted this strategy in order to allow for the shortest closure possible of the facility for the renovation work required. The Milwood Branch Library will close on February 1, 2015 so that it can be prepared for remodeling and repair activities, and the thoroughly renewed facility is anticipated to reopen in December, 2015. The meeting room will first be converted into a "pocket library" so that it can open on March 16th offering abbreviated library services such as an early reader browsing collection, a location to pick up library materials placed on-hold, a public copier, and a 24 hour book return. Service hours for the pocket library will be:

- Monday through Thursday: 1PM - 7PM
- Friday: 1PM - 6PM
- Saturday: 10AM - 5PM
- Sunday: Closed

**Pleasant Hill Branch Library Roof Replacement and HVAC Upgrade Project:** The final contract proposal from Stanley Consultants to perform the design and construction management services required for this infrastructure upgrade project has been reviewed, revised and accepted by the Library Facilities Services Division as of January 16th. With Notice to Proceed issued by the Contract Management Department (CMD) coupled with the prior completion of the Professional Engineering Report (PER), the Preliminary Phase of Design for this project can be considered at an end. Design Development, including the creation of Construction Documents, has now been initiated. The established project schedule calls for the Design Development Phase to be completed by March 23, 2015. The construction delivery method for a project of this scope will need to be a Design/Tender process, sometimes known as a Hard Bid approach, and the solicitation, contract award and execution process is expected to take from May 4, 2015 to October 22, 2015. The Library Department will tentatively plan that the Pleasant Hill Branch Library will close on or about September 2, 2015 so that the facility can be made ready for the construction phase of the project, currently anticipated to run from October 26, 2015 through June 2, 2016. However, no dates for the closing of the facility for renovation will be finalized until the community served by the Pleasant Hill Branch Library has an opportunity to weigh in on the matter. The Library Facilities Services Division plans to conduct a public outreach phase beginning no later than April of 2015 to inform community members and seek their input regarding the upcoming infrastructure renewal project intended for their neighborhood library.

**The University Hills Branch Library Parking Lot Expansion Project:** In order to carry out this voter-approved parking lot expansion project, it is necessary for APL to acquire a portion of the undeveloped property adjacent to the University Hills Branch Library. On behalf of APL the Office of Real Estate Services has made a final offer to the owner of the property. At this time, it is anticipated that Council approval for the requisite purchase of the property will be sought within the next two months. The Watershed Protection Department (WSPD) may need to construct a manhole access point in the easement

crossing the parcel of land the Library Department is endeavoring to obtain for the parking lot expansion property. The manhole will then be left in place for future inspection needs. A WSPD request for further study is in the queue, but the proposed manhole will not impact the layout of the parking lot expansion plans currently in design.

**Southeast Austin Community Branch Library Foundation/Flatwork Repairs Project:** The final contract proposal from P E Structural Consultants for the design and construction management services required for the project has been received, revised and finally approved by the Library Facilities Services Division. CMD has approved the contract as well, and a Project Kickoff Meeting is now scheduled for Wednesday, January 22nd at the site. The completion of the project's design phase is still anticipated to be reached by March 2, 2015. Library Facilities Services remains convinced that the best construction delivery method for the work at hand will be Job Order Contracting (JOC). JOC is a unique, indefinite quantity type of contract that enables the City of Austin to accomplish a large number of repair, maintenance and construction projects with a single, competitively bid contract. It eliminates the time and expense of completing the normal design-bid-construct cycle for each project. It is estimated that the total price for this project can be determined from pre-set unit prices and multiplied by the competitively bid adjustment factor by May 5, 2015. This will allow construction to be initiated by May 18, 2015 and completed by August 17, 2015. Since the scope of this project includes adding an on-site drainage system to replace the original and now failed swale design, the consultant engineers are recommending that the Southeast Austin Community Branch Library be closed while the trenching and other site work necessary to install an underground drainage system is in progress. Their recommendation is made to insure public and staff safety. However, before plans to close the facility for foundation repair work are finalized, the Library Department will conduct community meetings to gain our customers' input regarding this critical infrastructure renewal project. Library Facilities Services is currently planning to conduct those project charrettes beginning as early as February of 2015.

**Zaragoza Warehouse Fire Sprinkler Upgrade Project:** APL has reviewed and accepted the proposal from Stanley Consultants to conduct a Preliminary Engineering Report (PER) for the project. The project's consultant engineers are now authorized to move forward and complete the PER for this important retrofit of life/safety equipment. Stanley Consultants are now working to complete the Preliminary Engineering Report and have conducted two extensive on-site visits to study the both the building and its existing fire suppression sprinkler system.

**Renovation of the Will Hampton Branch Library at Oak Hill Project:** Hatch +Ulland Owen Architects are finalizing their proposal to perform the design and construction management work required by the project. A process of public outreach will be initiated to inform and engage the community regarding the upcoming infrastructure renewal project at their branch library once the architects are under contract.

## **Austin History Center Interior and Exterior**

**Improvements Project:** At the request of APL, an architect assignment was given to Limbacher & Godfrey by the Contract Management Department for the Austin History Center Interior and Exterior Improvements Project. Laurie Limbacher accepted the assignment on behalf of her architectural firm on January 20, 2015. Specific project program requirements will now be developed along with a contract proposal for the review and approval of the Library Facilities Services project manager. An initial meeting to tour the Austin History Center facility is now being scheduled. Limbacher & Godfrey Architects is an award-winning architecture, planning and historical preservation firm created by Laurie Limbacher and Alfred Godfrey, who together bring over 50 years of experience to their projects. Their firm was responsible for the restoration of the Deep Eddy Bathhouse, the first Works Progress Administration (WPA) sponsored project carried out in Austin. More recently, they completed work on the Juniper Street and Olive Street Historic District Master Plan, which analyzed the historic patterns of development and recommended preservation treatments for some of the oldest African-American housing stock remaining in the city for the Austin Revitalization Authority. Limbacher & Godfrey were also responsible for designing the North Village Branch Library, a project which facilitated the Library Department's embrace of a new and popular vision for branch libraries, oftentimes called the "bookstore model" for the provision of branch library services.

## **Austin History Center**

### **Collections**

- AHC staff finished processing 3 collections, the Robert Godwin Collection, the Robert G. Wieland Photo Collection, and the Belinda Acosta Papers, and placed EAD encoded finding aids for the collections on the Internet at the TARO website. The finding aids are available online at: [http://www.lib.utexas.edu/taro/browse/browse\\_ahc1.html](http://www.lib.utexas.edu/taro/browse/browse_ahc1.html).
- The AHC received a donation from Amalia Rodriguez-Mendoza, outgoing Travis County District Clerk, documenting her involvement with various local organizations such as Austin Museum Association, Austin Public Library Foundation and Mexican American Business and Professional Women's Association. This addition to her existing collection (AR.2002.025) is approximately 6 lin. ft. (15 document boxes) making the collection now a total of about 11 lin. ft.

### **Exhibits**

- On December 9, the AHC opened a new exhibit in the David Earl Holt Photo Gallery: "Austin 175: From Cabins to Skyscrapers." This new exhibit celebrates Austin's founding on December 27, 1839 and its 175 years of growth. The AHC partnered with Mayor Lee Leffingwell on 2 programs on December 9. 25 people attended a press conference and ceremonial birthday cake cutting at City Hall at 12:30pm, with the Mayor and AHC Manager speaking about Austin's history and growth. That night, about 70 people attended the exhibit's opening reception at the AHC to continue the birthday party. Mayor Leffingwell and local author Jeff Kerr shared stories of Austin's history at the reception.

### **Publications**

- Research was conducted at the AHC and photos

from the AHC were purchased for use in a magazine for residents of Barton Hills, the Humanities Texas e-newsletter, KUT radio, an upcoming book about the Charles Whitman shootings, and for display at the Texas Military Institute building

## **Central Library Services**

### **Programs/Outreach**

- Duo Epsilon, a flute and classical guitarist duo, played holiday favorites and favorite classical works by Astor Piazzolla and Mauro Giuliani at Central on Sunday, December 21st from 3 PM - 4 PM.
- Faulk Central Library is partnering with Astronomy on Tap ATX that is held every third Tuesday of every month at Scholz Garten at 7:30 PM. Staff publicizes the library, issues and renews library cards, checks out books taken to the event and talks to customers about the Virtual Library. It's organized by professional astronomers Dr. Rachael Livermore and Dr. Jeffrey Silverman. This month's program featured "the Latest and Greatest Astro Discoveries" from MC SuperDuperNova (Dr. Jeffrey Silverman), "The Science and Science Fiction of Black Holes" by Dr. Black Hole Momma (Dr. Eva Noyola), and "10,000 Years of Calendars" by Astrobit (Brian Mulligan).
- Micro-Mystery Sunday will start February 1, 12 PM on APL's Facebook page. To spotlight the creative writing groups that meet at APL, Micro-Mystery Sunday brings the public examples of micro-fiction, AKA flash fiction, a style of creative writing known for its extreme brevity. In February every Sunday at noon, APL's Facebook will post one micro-mystery (a mystery story of 100 words or less) written by a member of the Sisters in Crime ~ Heart of Texas Chapter. This group meets monthly at the Library's Yarborough Branch.
- APL is starting a group devoted to the worldwide trend of iPhone photography – "iPhoneography" for short. This is a purely mobile, digital process using Apple's iPhone camera to create photographs, which may or may not be edited using third-party apps such as Instagram. The community will be based at the library and meet as a group called the iPhoneographers of Austin. Meetings will be held February 15, April 19, June 21, August 9, October 11, and December 13, 2015, 3 – 4 PM in the 2nd floor computer lab at the Faulk Central Library.

### **New Services**

- Added Book-A-Librarian service where a customer can schedule an appointment with a reference librarian to receive personal assistance with the catalog, databases, or resources offered through the Virtual Library.
- Completed transfer of APL information guides to LibGuides, a content management system used by libraries worldwide. Now it is easier to create, update, and maintain current URLs. LibGuides improves and expands communication channels with our customers by allowing us to embed web chat and instant message clients in the guides. APL benefits from the knowledge and best practices of over 400,000 libraries worldwide and all content within LibGuides (links, RSS feeds, documents, etc) can be integrated within any website.

### **Upcoming Programs**

- Sunday, February 8, 4 -5 PM Lara Latimer, PhD, a Personal Wellness Advocate, will present self-propelling and sustainable ways to achieve health goals.

## Branch Services

Holiday celebrations for customers were a focus for ACBR this December. The Holiday Event at Ruiz was held on December 20; over 150 people attended. University Hills' annual Holiday Extravaganza film fest on December 23 screened four films: Unaccompanied Minors, Christmas Vacation, Gremlins, and Polar Express. The entire marathon had 110 participants. Manchaca Road's annual Holiday Open House on December 13 included a beautiful tree, complete with wrapped "gifts" underneath; garland around the post behind the circ desk; a beautiful poinsettia for the circ desk, and a huge wreath from the ceiling that was donated by a customer. Cookies and punch were served while Youth Services held the culmination of their "Follow the Elves" program in the meeting room with over 140 people attending. Pleasant Hill's annual Holiday Open House on December 13, had a visit from Santa, live music and children's craft activities, as well as refreshments for all. The live music was provided by a staff member from Old Quarry who played his ukulele and his kazoo.

## Youth Services

Youth Services is working with Crockett High School on a pilot program to issue virtual library cards to the students. The Crockett librarian will promote the cards to the students in order for them to make use of APL's Virtual Library. Once this pilot has been completed, Youth Services hopes to offer this to other area schools.

## Collection and Cataloging Services

To ensure better customer service, accountability and transparency Collection & Cataloging Services has developed new methods for selecting and purchasing items and changed its procedures for cataloging and contracting. Barry Miller, Librarian II Selector, was selected by the American Library Association Library Journal's Nonfiction review editor as Nonfiction Reviewer of the Year 2014.

## Recycled Reads

December revenue for Recycled Reads was over \$9,800 and over 3,400 people visited the store. Donated materials were received from over 200 people, and over 650 people attended events.

More than twenty volunteers on average, donated over 200 hours of their time to the bookstore. Goodwill Industries picked up 39 gaylords of discarded materials. Staff received 24 pallets of materials from the warehouse, branches and donations and sorted approximately 43 pallets of materials representing almost 52,000 items at the bookstore. Over 26 tons of materials were kept out of the landfill.

## Volunteer Services

December 2014 - STATISTICS

Number of Volunteers	188
December - Volunteer hours	1259.78
Volunteer Value*	\$22.55
	<b>\$ 28,408.04</b>

## December Policy Violations

29	Disturbing others using the Library
28	Harassment of Library staff or customers (Not Sexual)
25	Theft of Library, staff, or customer property
14	Sleeping in the Library
13	Mistreatment or vandalism of Library facilities, materials, or equipment
11	Disorderly conduct
10	Violating Internet Policy
9	Using obscene language
7	Physically attack or threaten to attack another person
7	Destruction of Library property
5	Intoxication resulting from alcohol or drugs
5	Unintended use of restrooms
4	Blocking access to Library entrances, passageways or resources
4	No outside food or beverages allowed in the Library
4	Public Lewdness
3	Leaving personal belongings unattended
3	Strong Odor
3	Indecent exposure
3	Appropriate clothing is required
2	Fighting
2	Sexual harassment of Library staff or customers
1	Soliciting and panhandling
1	Bringing in bedrolls, blankets or sleeping bags.
1	Abandoning children or failing to supervise children at the Library
1	Voyeurism and peeping
1	Entering unauthorized areas
1	No hat policy
<b>197</b>	<b>Total</b>

## Locations # of Incidents

ACE	37
ATB	14
ARZ	10
ACB	9
ALW	7
ATO	7
AWK	7
ACP	6
AMR	6
AUH	6
APH	5
ASE	5
AWP	4
AYB	4
AOQ	3
ASR	3
ASJ	3
AOK	2
ANV	2
AHC	1
AHO	1

To see the complete up to date listing of events visit <http://library.austintexas.gov/events>

Brenda Branch,  
Director of Libraries