

AUSTIN PUBLIC LIBRARY

March 2020
DIRECTOR'S REPORT

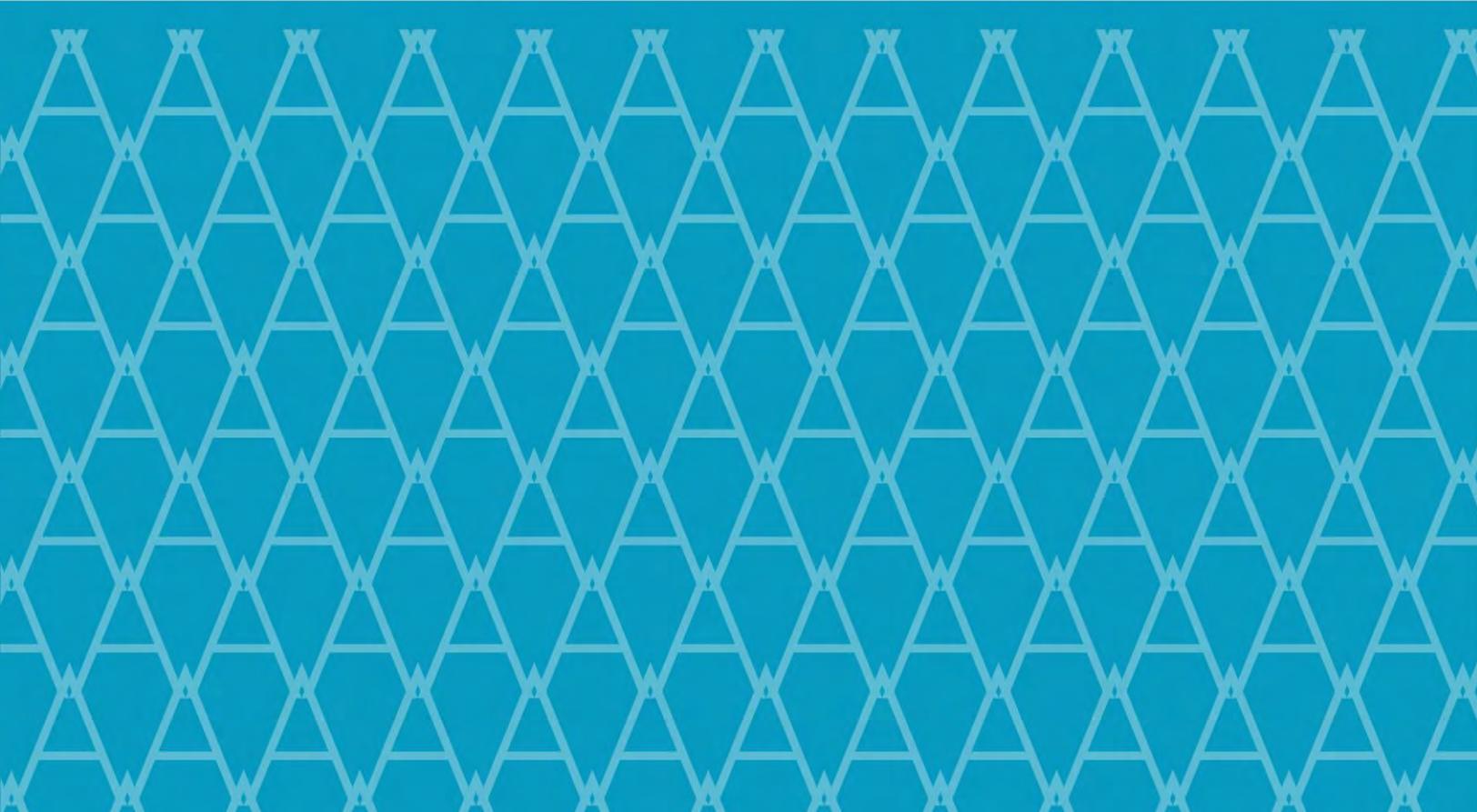


TABLE OF CONTENTS

Highlights	3
Facilities Services	5
FY2018 Bond Program Summary	5
FY2012 Bond Program Summary	7
Cepeda Branch / Hampton Branch (Site/Civil) Report	12
Faulk Building / Austin History Center Monthly Report	14
Interior Renovations Monthly Report	16
Roof Replacements & Systems Upgrades Monthly Report	18
Austin History Center	20
Library Priorities	22
Literacy Advancement	22
Digital Inclusion & STEM	22
Equity, Diversity & Inclusion	22
Civic and Community Engagement	23
Staff Development	23
Workforce and Economic Development	23
APL By the Numbers	24
Performance Indicators for February	24
Revenue	24
Volunteers	24

HIGHLIGHTS

Our doors are closed, but our collections are open!

In an effort to slow the spread of COVID-19, all Austin Public Library locations, The Austin History Center and Recycled Reads are closed to the public. While we can't visit with you in person, we encourage you to visit Austin Public Library's [Virtual Library](#) and take advantage of the many digital resources available for all our customers.

ACCESS VIRTUAL RESOURCES

Take advantage of the library's eCard. This card provides access to the library's digital materials and can be acquired without visiting a library location. (The card is free for Austin residents and costs \$22 for non-resident.)

To apply visit: <https://library.austintexas.gov/mylibrarycard>

Austin Public Library will seek to balance the safety and health of our community with its commitment to serving our citizens.

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All Ages Virtual Resources

Austin Public Library's [Virtual Library](#) provides all-ages access to eBooks, audiobooks, eLearning, entertainment, magazines and newspapers, homework help, and research and databases.

Looking for another good book, but having trouble narrowing it down? Let the Library tailor a list to your interests. Please note that while the library remains closed, we will only recommend titles that are available through the Virtual Library: <https://library.austintexas.gov/recommended/personal-picks>

The following service extensions have been added to virtual resources:

KANOPY – play credits extended to 5 per month

CLOUDLIBRARY – checkouts extended to 10 days

HOOPLA – checkouts extended to 5 per month

ANCESTRY LIBRARY EDITION access from home for a limited time

FOUNDATION DIRECTORY ONLINE – access from home for a limited time

Service Changes

The following service changes are effective until further notice:

Due dates for items due during the closure have been extended and will be modified as needed while the Austin Public Library remains closed.

All programs and events at libraries are CANCELED, such as story times, club meetings, community talks, computer classes, public meetings, building rentals, etc.

HOLDS

Holdings that are currently ready for pickup will be available when the library reopens.

Customers will not receive hold notification emails during the closure.

NO new holds may be placed during the closure period.

Library Cards set to expire during the closure period will be extended through the closure period.

Library Cards that expired prior to the closure period can be renewed online.

Austin Public Library will continue to monitor COVID-19 developments with the help of Austin Public Health, the City of Austin, and its partner agencies. Decisions to reopen the library system will be based on the COVID-19 situation. Austin Public Library will seek to balance the safety and health of our community with its commitment to serving our citizens.

FACILITIES SERVICES

FY2018 Bond Program Summary

Description

The 2018 Bond Program for the Library Department consists of fifteen improvement projects located across the City of Austin. The projects are grouped into the following categories:

- “PKG A” CLMP180 2016 Site/Civil Engineering Projects
Hampton at Oak Hill Parking Lot Expansion; Cepeda Branch Trail
- “PKG B” CLMP282 Faulk /Austin History Campus -
Faulk Library Archival Repository Upgrade; Austin History Center Interior & Exterior improvements
- “PKG C” CLMP286 Interior Renovation Projects - Old Quarry Branch Renovation; Little Walnut Creek Branch Renovation; Willie Mae Kirk Branch Renovation; Manchaca Road Branch Roof Replacement & Renovation; St. John Branch Renovation
- “PKG D” CLMP287 Roof Replacement & System Upgrades - Ruiz Branch; Carver Branch; University Hills Branch; Howson Branch; Spicewood Springs Branch; Yarborough Branch



Status

- PKG A: Negotiations for Civil Engineering Design Services are 100% complete. Contract Execution and NTP for design services is anticipated to occur within 30 days.
- PKG B: Due to COVID - 19 the March 20, 2020 contract kick-off meeting for Architectural Design Service has been rescheduled for a virtual format. Architectural Services Contract Execution Date and NTP is tracking to be complete by May 29, 2020.
- PKG C: The contract kick-off meeting for Architectural Design Services with MWM Architects is scheduled for March 24, 2020. Contract Execution and NTP are tracking to be complete by May 11, 2020.



- PKG D: The contract kick-off meeting for Engineering Design Service occurred March 19, 2020 with the CCO, Baer Engr., and Austin PL in a virtual format. Contract Execution and NTP is tracking to be complete by May 11, 2020.

Schedule

The design and construction program's deliverables are revised to a 36-month timeline. All timelines are estimates and subject to change without notice. Construction starts will be staggered to minimize impacts to existing levels of branch services.

The 2018 Bond Program for the Library Department consists of fifteen improvement projects located across the City of Austin.

FY2012 Bond Program Summary

Description

- Proposition 18: Library, Museums and Cultural Facilities \$13.4 Million

Cepeda Branch

Scope of Work

Site Drainage Remediation and Interior Renovation of 8,110 SF Facility

Status

Design Phase 90% Complete.

Library Facilities Project Coordinator and Project Architect are revising the front-end documents of the project plans and specifications. Revisions are necessary to send the plans and specifications out as an IFB.

Budget / Cost

Appropriation \$1,049,839; Obligated \$579,442.17; Balance \$470,396.83

Other Issues

The 6,000sf roofing system is being overlaid with a silicone roof coating to extend the roof warranty by 20 years.



Zaragosa Technical Support Warehouse

Scope of Work

Replacement of Sprinkler System (life safety) in 20,000sf Facility

Status

The Project Plans are being revised and re-bid.,

Budget / Cost

Appropriation \$794,965; Obligated \$293,376.56; Balance \$501,588.44

Other Issues

The IFB is estimated to take 10 months to contract execution.

University Hills Branch

Scope of Work

The work of this project comprises the construction of a new asphalt 29 parking space parking lot expansion at the existing University Hills Branch Library.



Status

100% Construction Documents are with the Development Services Dept for site plan review. Stantec Civil Engineers is in the process of responding to comments from the City's Development Review Dept (DRD).

Budget / Cost

Appropriation \$1,532,458.00; Obligated \$743,828.43; Balance \$788,629.30

Other Issues

COVID-19 is impacting the site plan review process. The project is technically on hold.

Yarborough Branch

Scope of Work

Interior Renovation of 15,120 sf Facility

Status

Construction Phase is 80% complete and progressing.

Upgrades to the fire protection system continue.

Budget / Cost

Appropriation \$984,066; Obligated \$968,207.47; Balance \$15,858.53

Other Issues

Items remaining to be completed include but are not limited to the following: Main Signage, Pendant Light, and passing Fire Protection System Inspection.

Pleasant Hill

Scope of Work

Roof replacement and HVAC system overhaul for 8,851 sf facility. Additional Scope includes Interior Renovation.

Status

Construction Phase of Roof and HVAC Replacement @ 90% Complete.

Negotiations for Architectural Services for the additional work to include interior renovations are being finalized.

Budget / Cost

Appropriation \$1,147,997; Obligated \$1,079,763.79; Balance \$68,233.21

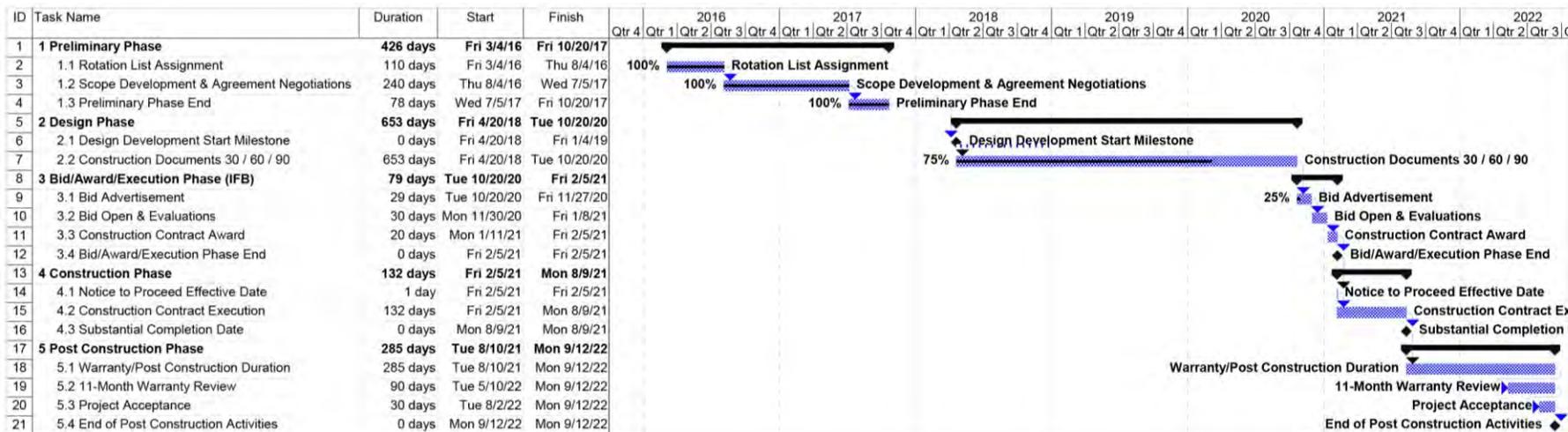
Other Issues

Construction activities continue. Phase 1 is slated to be completed April 17, 2020.

Cepeda Branch Renovations



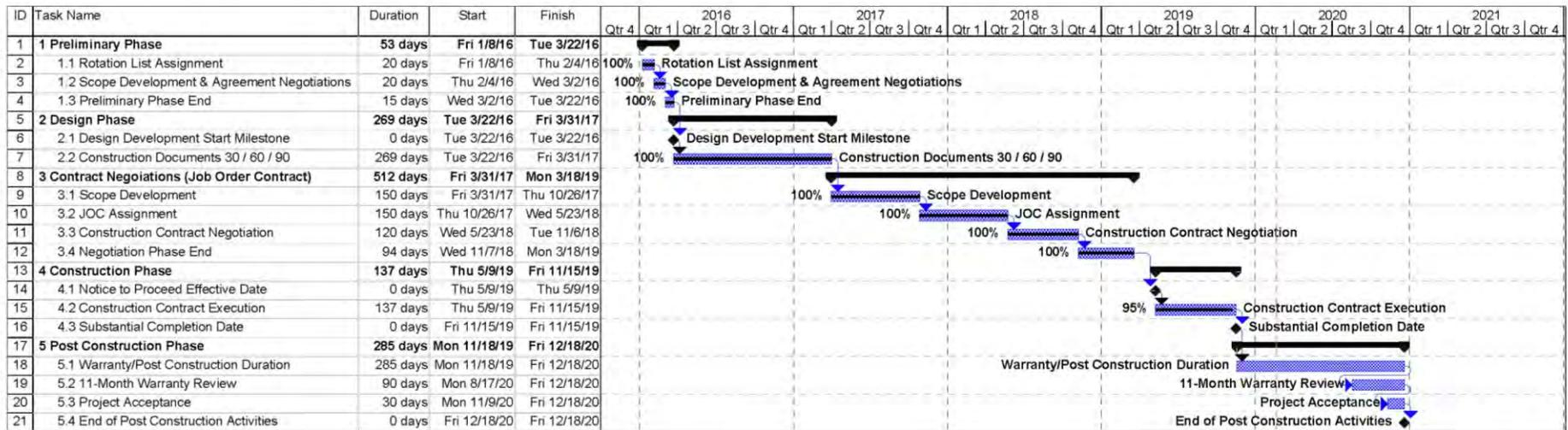
Zaragosa Warehouse



University Hills Branch



Yarborough Branch



Cepeda Branch / Hampton Branch (Site/Civil) Report

Project Description

The Cepeda Branch Library Trail Project was initiated to provide a safe, well-lighted pedestrian pathway from the Cepeda Branch Library property at 651 N Pleasant Valley Road through to Gonzalez Street under the adjacent East Seventh Street overpass.



The Will Hampton Branch Library at 5125 Convict Hill Road has experienced heavy use by the community since the facility first opened its doors in 1997. The community facility is public-facing and adjacent to the equally popular Dick Nichols District Park. The project consists of adding 22 parking spaces to the existing parking lot.

Status

Negotiations for Civil Engineering Design Services are 100% complete. Contract Execution and NTP are anticipated to occur within 30 days.

Schedule

See Gantt Chart

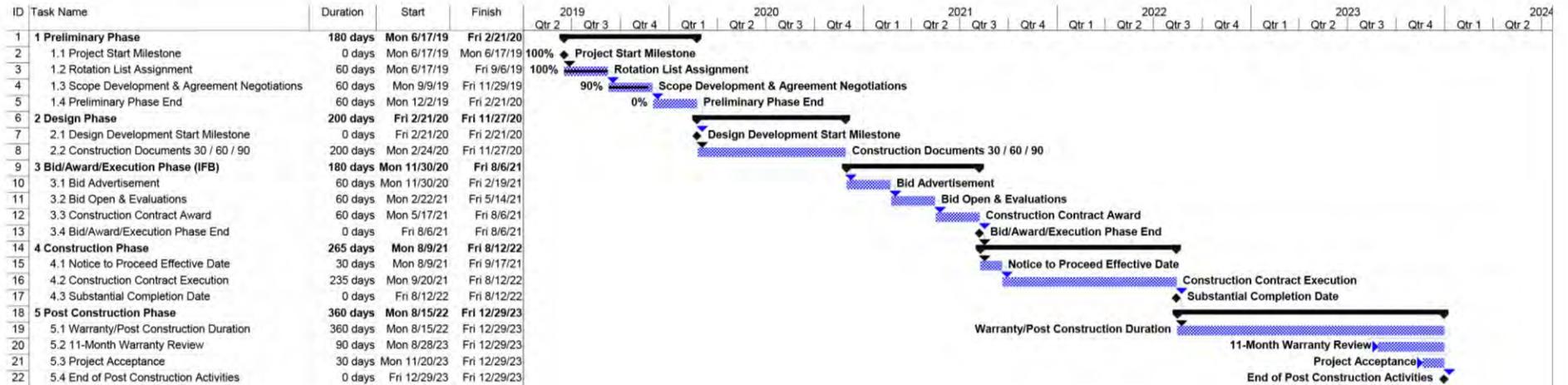
Cost

Design Budget \$77,349; Construction Budget \$644,578

Other Issues

Homeless encampment under the 7th St Bridge

Cepeda Branch / Hampton Branch Monthly Schedule



Faulk Building / Austin History Center Monthly Report

Facility Improvements & Archival Repository Expansion

Project Description

The Faulk Library and Austin History Center are grouped together to meet the growth demands of the City's burgeoning population by adding much needed archival storage space, security for collections, and upgrading environmental controls. The campus will be reinforced as a single destination that will facilitate seamless interchanges between the Faulk Building, the Austin History Center, adjacent Wooldrige Square and many nearby historical sites.



With sustainability as a project goal the work to the Faulk Building include but is not limited to modifying the 2nd and 3rd floors of JHF to meet minimal archival storage standards. Removing existing carpet and providing a sealed, epoxy-coated concrete flooring finish. Additional work includes upgrading the building M/E/P and Elevator Retrofit. Infrastructure upgrades at the Austin History Center include wheel chair lift replacements, lead-based paint abatement, renovation of worn finishes, lighting retrofit, and renovation of exteriors to redress structural and aesthetic improvements.

Status

Due to COVID-19 the March 20, 2020 contract kick-off meeting for Architecture Design Services has been rescheduled for a virtual format. Contract Execution Date for design services is May 29, 2020. The evaluation panel for CLMA035 to select a Construction Manager at Risk (CMR) has been assembled. Proposals are due April 6, 2020.



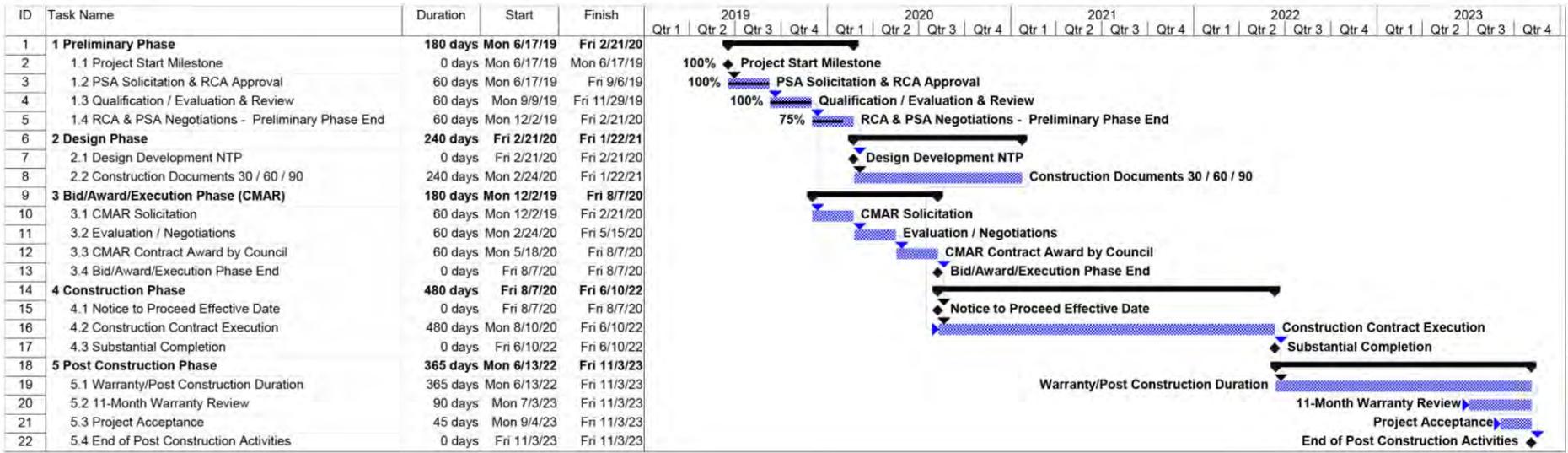
Schedule

See Gantt Chart

Cost

Design Budget \$1,519,343; Construction Budget \$12,661,189

Faulk Library Building / Austin History Center Schedule



Interior Renovations Monthly Report

Project Description

Austin Public Library 2018 Bond Program Package “C” Interior Renovations, combines five library branch projects with similar modernization and refurbishment scopes of work. The work require project designs that are reflective of the emerging architectural styles of our region and sympathetic to the City of Austin initiatives including citizen participation in the design processes, Art in Public Places, and project team participation by minority and women-owned businesses.



The scope of Package “C” consists of selective demolition of the finishes of the existing building and renovations to the same that include interior finishes, floor finishes and base, new suspended ceilings and electrical service, lighting and plumbing, new gypsum drywall assemblies, storefront window systems and new furnishings. The project includes miscellaneous asbestos abatement. Compliance with current Americans with Disabilities Act (ADA) standards and the City of Austin Sustainability objectives are project goals. Projects which comprise Pkg. C are as follows;

- **The Old Quarry Branch**
- **Little Walnut Creek Branch**
- **Manchaca Road Branch**
- **Willie Mae Kirk Branch.**
- **St. John Branch**

Status

On March 12, 2020 Council authorized negotiations with MWM Architects and the contract kick-off meeting was scheduled for March 20, 2020. Due to COVID-19 the March 20 contract kick-off meeting is being rescheduled to meet a virtual format. Architectural Service Contract Execution date is May 29, 2020.

Schedule

See Gantt Chart

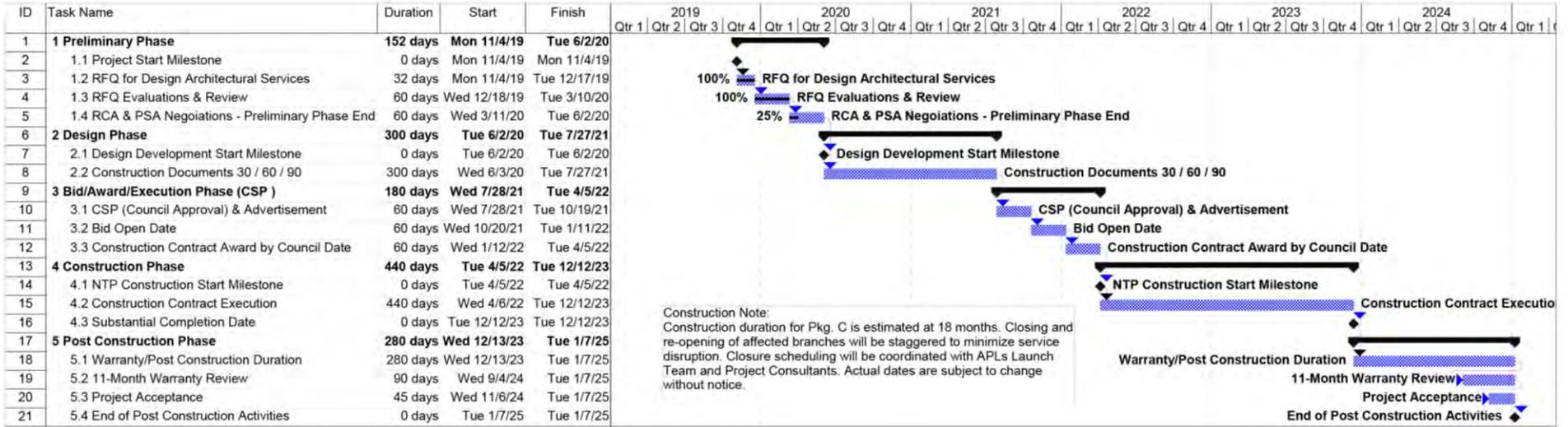
Cost

Design Budget \$658,261; Construction Budget \$5,692,306

Other Issues

None to date

Interior Renovations Schedule



Roof Replacements & Systems Upgrades Monthly Report

Project Description

Austin Public Library 2018 Bond Program Roof Replacements & Systems Upgrades, combines six library branch projects with similar scopes of work for roofing system rehabilitation to extend the life-cycle and or HVAC Systems and controls upgrades. Warranty requirements for roofing systems shall be 20 years for leakage and weather and, 10 years for HVAC Systems. The HVAC Systems shall be upgraded to contribute to overall building energy goals, shall have low life cycle costs and capable of providing excellent indoor environmental quality while minimizing maintenance requirements.



A Commissioning Agent (Cx) will assist ACFS with refining the HVAC functional requirements and roofing system rehabilitation requirements. Systems to be commissioned are Roof, Air Conditioning, Heating Systems, Security / CCTV, PV Array and Sub-Metering devices. Work by related trades may include but is not limited to, asbestos abatement, steel, building automation, electrical and plumbing. Project will also feature: upgrading of the roof drainage system including scupper's, repair and upgrade of lightning protection system. Projects which comprise Pkg. D are further described as follows;

- **Ruiz Branch** Roofing System
- **Carver Branch** Roofing System & HVAC Upgrade.
- **University Hills** Roofing System
- **Howson Branch** HVAC and Controls Upgrade
- **Spicewood Springs** Roofing System
- **Yarbrough Branch** Roofing System, replacement of clerestories, and upgrade of lightning protection system.

Status

On March 12, 2020 Council authorized negotiations with Baer Engineering & Environmental Engineering Consulting Inc. A virtual contract kick-off meeting occurred March 19, 2020 with the CCO, Baer Engr., and Austin PL. The target date for Contract Execution and NTP is May 11, 2020.

Schedule

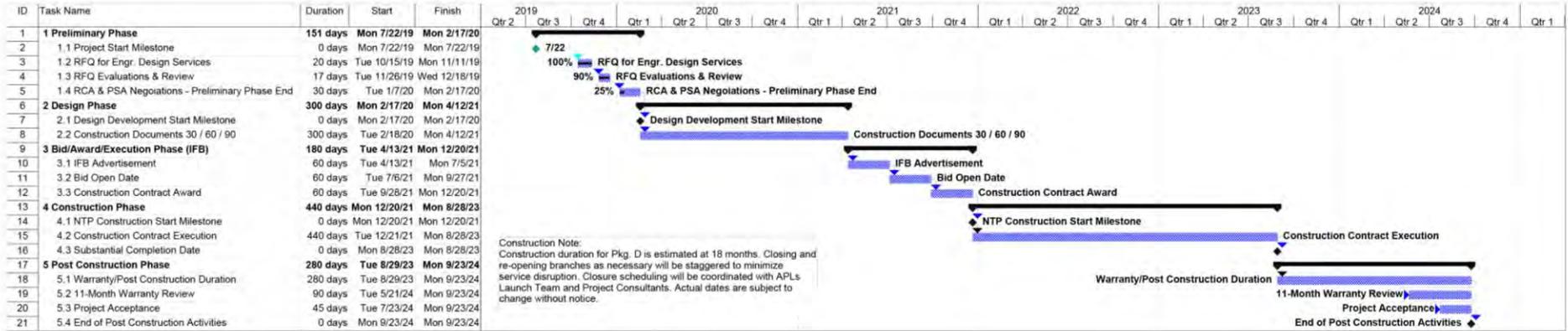
See Gantt Chart

Cost

Design Budget \$673,169; Construction Budget \$5,616,253

Note: Design and construction budget estimates are subject to change without notice.

Roof Replacements & Systems Upgrades Schedule



AUSTIN HISTORY CENTER

Programming & Outreach

- The AHC participated in two events at the Thinkery in February. The first was the February 6 Thinkery 21 event, led by Audiovisual Archivist Afsheen Nomai. The second was a Genealogy pop-up hosted by African American Community Archivist kYmberly Keeton at the Black Heritage Community Night on February 19.
- On February 12, Latinx Community Archivist Marina Islas presented 3 participatory archives workshops at the LASA Culture Fest facilitating discussions on the History of Social Activism in Austin. Students were excited to engage with Austin's history in these new ways and were grateful to learn more about their home.
- On February 15 the AHC presented “Jane Smoot: educator, citizen historian, and Austin icon” in partnership with the Flower Hill Museum/Foundation. The program offered insights into the legacy of the Smoot family, and Jane Smoot in particular, on Austin. Many of her former students were in attendance.
- On February 20, the Asian American Community Archivist Ayshea Khan co-hosted, with the AARC, an exhibit panel and Asian Family Support Services of Austin anniversary reception to coincide with the exhibit “Courage to Be: An Evening Celebrating Saheli.”

Collections

- AHC staff finished processing 3 collections, the Hegman and Crow Family Papers, the Allendale Neighborhood Association Records, and the Asaf Sagi HOPE Outdoor Gallery Photographs and Video Recordings. The finding aids are available online at: http://www.lib.utexas.edu/taro/browse/browse_ahc1.html.
- The AHC acquired a donation of around 150 film reels and video tapes from longtime Austin resident and activist Shudde Fath that includes both home movies and hunting and fishing videos. Her husband Conrad Fath ran a fishing gear and bait shop on Barton Springs Road. These A/V items were added to the Shudde Fath Papers (AR.2001.004). We also received 120 digital images and 16 video recordings from photographer Asaf Sagi documenting the HOPE Outdoor Gallery on Baylor Street in April 2018.

Exhibits

- The AHC contributed a companion exhibit to the national “This Light of Ours” photo exhibit at the Bob Bullock Texas State History Museum. As a special addition to the exhibition while it is in Austin, the Bullock Museum included more than a dozen additional images representing activism and protest in Austin's own local history. The content was originally developed by the AHC as part of our exhibition “Taking It to the Streets: A Visual History of Protest and Demonstration in Austin.” The exhibit opened February 15 and will be up through May 31.

Reference

- Research was conducted at the AHC and photos from the AHC were purchased for use in Fox 7 news story about Volma Overton, various history stories in the Statesman by Michael Barnes, an upcoming documentary about Women's suffrage "Citizens at Last," the upcoming book Splendid Fidelity by the Museum of Modern Art, an interactive oral history and mapping project on the Brown Berets by Texas State University, and for public display at the Carver Museum and Colton House Hotel. We also helped a researcher involved in a legal case prove that her grade school in Travis County really existed as well as help an engineer from Watershed research the city's historic efforts to address flooding on Little Shoal Creek.

Upcoming Programs

- May 12, 2020. 6:30 PM, AHC. Center for Asian American Studies Anniversary Exhibit opening.
- May 13, 2020, 10 AM. Asian American Resource Center. Asian American Digitization Day.
- June 27, 2020. 1 PM. ACE. Cast from the Plast: Introducing Elisabet Ney's Art
- June 30, 2020, 6:30 PM. AHC. Opening reception for Elisabet Ney exhibit

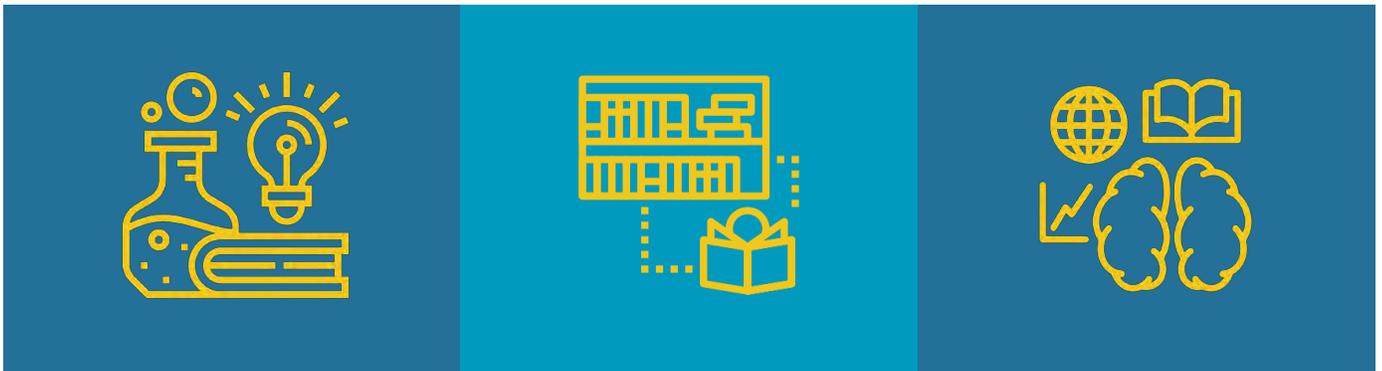
LIBRARY PRIORITIES

Literacy Advancement

The Hampton Branch at Oak Hill offered Memoir Writers, a series of workshops designed to teach participants the basics of writing personal and family history for self-discovery and a legacy for future generations.

Playing is learning! Play is a great way to help develop and reinforce early literacy skills. Howson Branch has developed an Early Literacy Playgroup with 35 attendees.

Bilingual Boogie is a moving, grooving language class at the Little Walnut Creek Branch. Children come dance, sing and play games to learn Spanish! This is not your typical storytime.



Digital Inclusion & STEM

For the Women in STEM Read-Aloud, Central Children's staff partnered with Lorena Koppel (teen author, blogger, influencer, and speaker) who presented a book reading and craft program centered on the UN International Day of Women and Girls in Science.

During Central's Tween Coding for Homeschoolers, participants were exposed to a beginner-level coding experience. They created their own animations and took home a Design Journal to brainstorm for future projects.

Equity, Diversity & Inclusion

Black History Month was recognized across the city and was reflected in many of our craft programs, scavenger hunts, and book displays. Our outreach superstar, Ambray Gonzalez, took the very popular ArtSmart: Echoes of Africa program to neighborhood schools as well as select branches. Some of the other signature programs celebrating Black History Month include:

- Food is Heritage at the Carver branch
- Family History Locketts at University Hills

- Family Tree Wreaths at Windsor Park
- Family Tree Shadow Boxes at Willie Mae Kirk
- What's All That Jazz About at Hampton, and Jazz Appreciation at North Village
- Planning a Family Reunion at St. John's
- Screening of *I Am Not Your Negro* at Terrazas

Civic and Community Engagement

Staff from the Milwood Branch had a table at the Chinatown Center Lunar New Year Celebration where they handed out flyers for programs and other materials to advertise APL to over 200 people.

Central Teen Services staff visit Austin High's Library on a monthly basis to provide crafts and activities to students and show them what resources and programming their nearest library has to offer them.

The youth librarian from the St. John Branch held a series of Library Gets Lit activities at Northeast High School. One session was an Internships 101 workshop, where she shared application materials and answered questions about IBM, AmeriCorps, City of Austin, and Travis County summer internships.

Staff Development

APL's Organizational Development Office is linking staff with online training opportunities related to COVID-19. Examples include: Public Libraries Respond to COVID-19: Innovative Solutions in Times of Crisis; Why and How to Promote Your Online Services During the Quarantine; Serving Patrons in Crisis; and Preparing Your Digital Branch for Increased Use.

Workforce and Economic Development

The goal of the LinkedIn for Your Business workshop at Central was to learn to use LinkedIn to launch your career and to promote you as your business. Presenter Jenn Denham, Chief Technology Officer at Socialight, provided a workbook to guide in teaching participants to "Define Your Expertise, Develop Great Content, and Discover Connections."

STAFFING

During Austin's Stay at Home - Work Safe Order, all non-essential Austin Public Library employees are working from home. These employees are working on training, providing virtual programming, and developing new programs, etc. Our essential staff is made up of maintenance, custodial, and security personnel who are keeping up our Library infrastructure.

APL BY THE NUMBERS

Performance Indicators for February

- Visitors 270,082
- Circulation 435,953
- Number of computer sessions 37,639
- Number of wifi sessions 45,275
- Program attendance 14,333
- Number of programs 465

Revenue

- During February, Recycled Reads Bookstore generated \$14,300, and received and sorted 90,000 items, keeping 30 tons of materials out of the landfill.
- Gift Shop revenue was \$32,756*
- Parking revenue was \$35,227*
- Events Revenue was \$31,510*
- *These numbers are not from the official accounting record.
- All revenue comes back to the Library.

Volunteers

- February Number of Volunteers 194
- Total Volunteer hours 1639
- Total Value* \$41,691
- *Volunteer Value Rate \$25.43 per hour



Roosevelt Weeks

Director of Libraries

