



FEASIBILITY STUDY
LEARNING RESOURCE CENTER - AIRPORT CAMPUS

FINAL REPORT JUNE 5, 2020



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FEASIBILITY COMMITTEE MIDLANDS TECHNICAL COLLEGE

Teresa Cook	Director of Operations
Carey Page	Associate Director of Operations
Florence Mays	Library Director
Laura Baker	Librarian

MPS Team

David Moore, Kyle Kirkwood, Ben Wofford, Melissa Walters

EXECUTIVE SUMMARY

The Library Resource Center (LRC) at the Airport Campus of Midlands Technical College is in need of upgrades to meet the needs of today's students and support library faculty and staff so that they may better serve students and support the academic mission of the college.

The Feasibility Committee identified the greatest needs to be addressed by feasibility study as follows;

- Additional private staff offices
- Increased number of study rooms and collaboratives spaces for students
- A 23-25 person classroom/computer laboratory and instructional space
- Welcoming atmosphere and circulation desk

Additional needs and wants were discussed and are captured in Appendix A; Preliminary Program and Scope of Work. All programmatic and conceptual design decisions were made in consideration of supporting and enhancing the guided pathways methodology which the college has adopted to optimize student success.

Midlands Technical College partnered with McMillan Pazdan Smith Architecture (MPS) to explore the feasibility of achieving the LRC's goals in a renovated, reconfigured space. MPS worked with the college's Feasibility committee over the course of 3 months to develop and finalize the report. In addition to touring the existing Airport Campus LRC, we toured the recently completed LRC at Midland Tech's Beltline campus to understand of aspects of this building that are working well for staff and students.

EXISTING CONDITIONS

AREA SUMMARY

LEVEL 2	11,156 SF
LEVEL 1	260 SF
TOTAL	11,416 SF

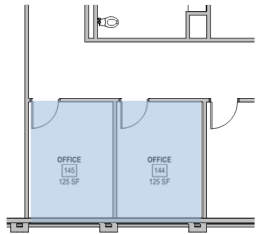
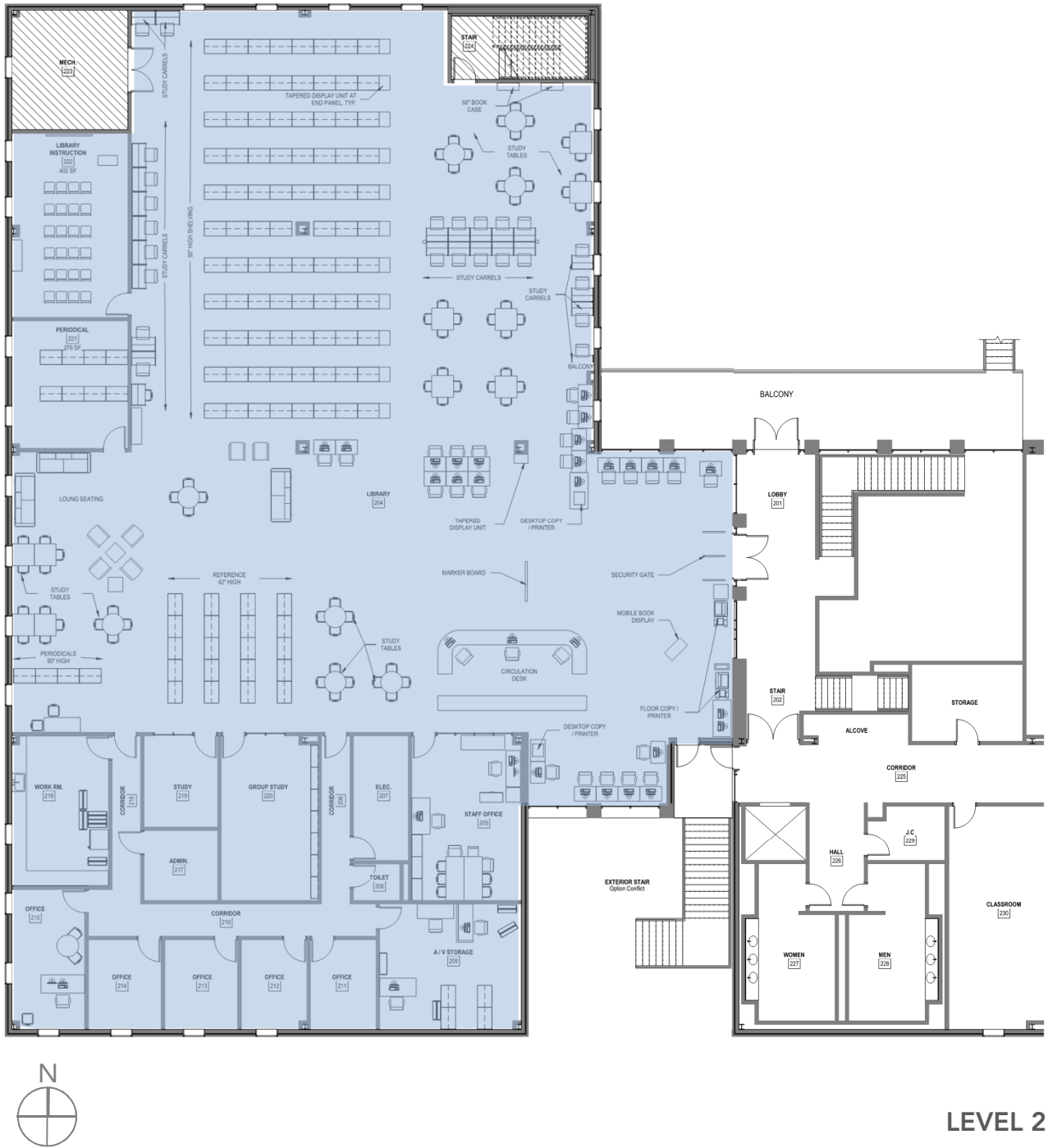
SHELVING SUMMARY

GENERAL COLLECTION 84" H	6 SHELVES	87 DF
REFERENCE 42" H	3 SHELVES	20 DF
PERIODICALS 84" H DISPLAY	5 SHELVES	4 DF
LEGAL LIBRARY	6 SHELVES	7 SF

(see additional data on following page)

SEATING SUMMARY

SEATING TYPE	SEAT	QTY	TOTAL PER TYPE
SQUARE TABLE	4	4	16
SQUARE TABLE	3	2	6
RECTANGLE (2 SQUARE)	5	2	10
RECTANGLE	4	0	0
ROUND TABLE	4	8	32
ROUND TABLE	2	0	0
SOFA	2	3	6
CHAIR	1	4	4
STUDY CARREL - DBL	2	7	14
STUDY CARREL - SINGLE	1	11	11
COLLAB ZONE	6	0	0
COMPUTER STATION	1	23	23
TOTAL			122



EXISTING CONDITIONS

Collection	Collection By Volumes								Shelving Configuration				Area	Notes
	A	B	C	D	E	F	G	H	I	I	J	K	L	M
	Total Collection (in volumes)	Anticipated Reduction	Anticipated Increase	% of Collection on Shelves	Vol's to be Shelv'd	Volumes per LF	Adjustment Factor (empty space on shelf)	Total LF Required		Shelves per SF Side	# of DF or Shelving Units	SF per DF Unit 20SF/DF regular 10SF/DF compact	Total ANSF	
										2 = 42"/45"				
										3 = 42"/45"				
										4 = 66"				
										5 = 66"-90"				
										6 = 84"/90"				
										7 = 84"/90"				
GENERAL COLLECTION														
General Collection - 30,000	30,000	0%	0%	100%	30,000	10	1.13	3,390	6	95	10	950	6 Shlvs	
General Collection - 35,000	35,000	0%	0%	100%	35,000	10	1.13	3,938	6	110	10	1,100	6 Shlvs	
General Collection - 40,000	40,000	0%	0%	100%	40,000	10	1.13	4,500	6	125	10	1,250	6 Shlvs	
General Collection - 30,000	30,000	0%	0%	100%	30,000	10	1.13	3,390	7	81	10	810	7 Shlvs	
General Collection - 35,000	35,000	0%	0%	100%	35,000	10	1.13	3,938	7	94	10	940	7 Shlvs	
General Collection - 40,000	40,000	0%	0%	100%	40,000	10	1.13	4,500	7	108	10	1,080	7 Shlvs	

HISTORY

GENERAL COLLECTION HAS RECENTLY BEEN WEEDED FROM 60,000 VOLUMES TO 29,330

PROJECTED FUTURE GENERAL COLLECTION IS 35 – 40,000 VOLUMES

CURRENT SHELVING INVENTORY

GENERAL COLLECTION 84" H	6 SHELVES	87 DF
REFERENCE 42" H	3 SHELVES	20 DF
PERIODICALS 84" H DISPLAY	5 SHELVES	4 DF
LEGAL LIBRARY	6 SHELVES	7 SF



EXISTING CONDITIONS

PUBLIC – “front of house”

COLLECTION: GENERAL, REFERENCE, PERIODICALS
COMPUTER LAB / LIBRARY INSTRUCTION CLASSROOM – 24 PERSON
GENERAL SEATING: TABLES, TASK SEATING, SOFT SEATING
CIRCULATION DESK
PRINT & COPY CENTER
GENERAL USE COMPUTERS
STUDY ROOMS OF VARYING SIZES
EXHIBIT AREA

ADMINISTRATION – “back of house”

7 PRIVATE OFFICES: FACULTY + DIRECTOR + ADMIN ASSISTANT
4 OPEN OR SHARED OFFICES – STAFF, LIBRARY SPECIALISTS
WORK ROOM OR AREA (COPIER/SCANNER/STOR)
OPEN/ACCESSIBLE SHELVING
BREAK ROOM
STORAGE

FACULTY

DIRECTOR
ASSOCIATE LIBRARIAN, EMERGING TECHNOLOGY
ASSOCIATE LIBRARIAN, REFERENCE
ASSOCIATE LIBRARIAN, REFERENCE
ASSOCIATE LIBRARIAN, CATALOGUER
ASSOCIATE LIBRARIAN, SERIALS/DATABASES

STAFF

LIBRARY SPECIALIST, ACQUISITIONS
LIBRARY SPECIALIST, COPY CATALOGUER
ADMINISTRATIVE ASSISTANT
LIBRARY SPECIALIST, REFERENCE SERVICES
LIBRARY SPECIALIST, REFERENCE SERVICES

ADDITIONAL CONSIDERATIONS (not included)

MAKER OR PROJECT SPACE
AUDIO RECORDING ROOM
VISUALIZATION ROOM
GAMING AREA

The need for the type of program spaces listed above was discussed during the feasibility study. The Feasibility Committee confirmed that at this time there is no need to include these spaces in the renovated LRC.

PROGRAM SUMMARY

- A. EXISTING OR EXPANDED FOOTPRINT
- B. LOCATION OF COLLECTION / "STACKS"
- C. LOCATION, SIZE AND PROPORTION OF CLASSROOM
- D. VISUAL CONTROL
- E. WELCOMING, COLLABORATIVE SPACE
- F. NATURAL LIGHT



EXPANDED FOOTPRINT OPPORTUNITY

There is an opportunity to gain cost effective space by constructing an elevated floor and enclosing the space at the second level in the area of an existing open stair. Level three of the building is above this existing two story space, eliminating the need for a roof. The code implications of eliminating the existing stair are addressed on the following page of this report. The location will allow the space to be used by both the LRC and the college as a whole, if desired.

EXPANDED FOOTPRINT AREA SUMMARY

EXISTING LRC	11,156 SF
EXTERIOR STAIR AREA	886 SF
TOTAL	12,042 SF

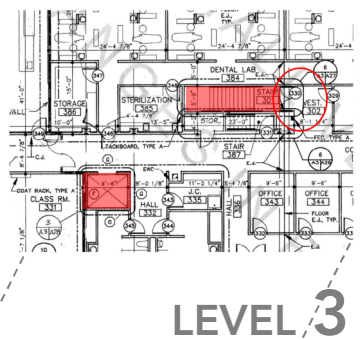


LEVEL 2

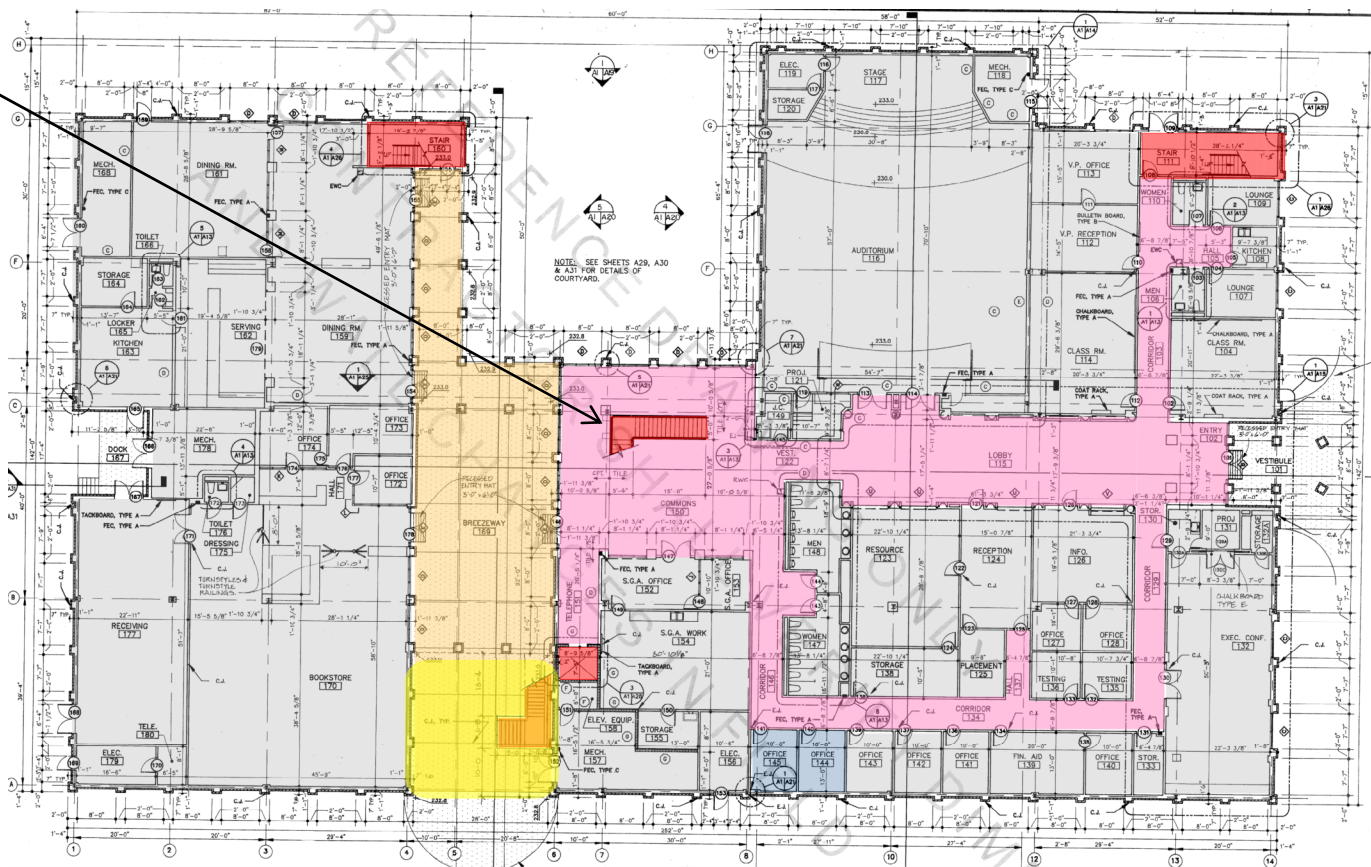
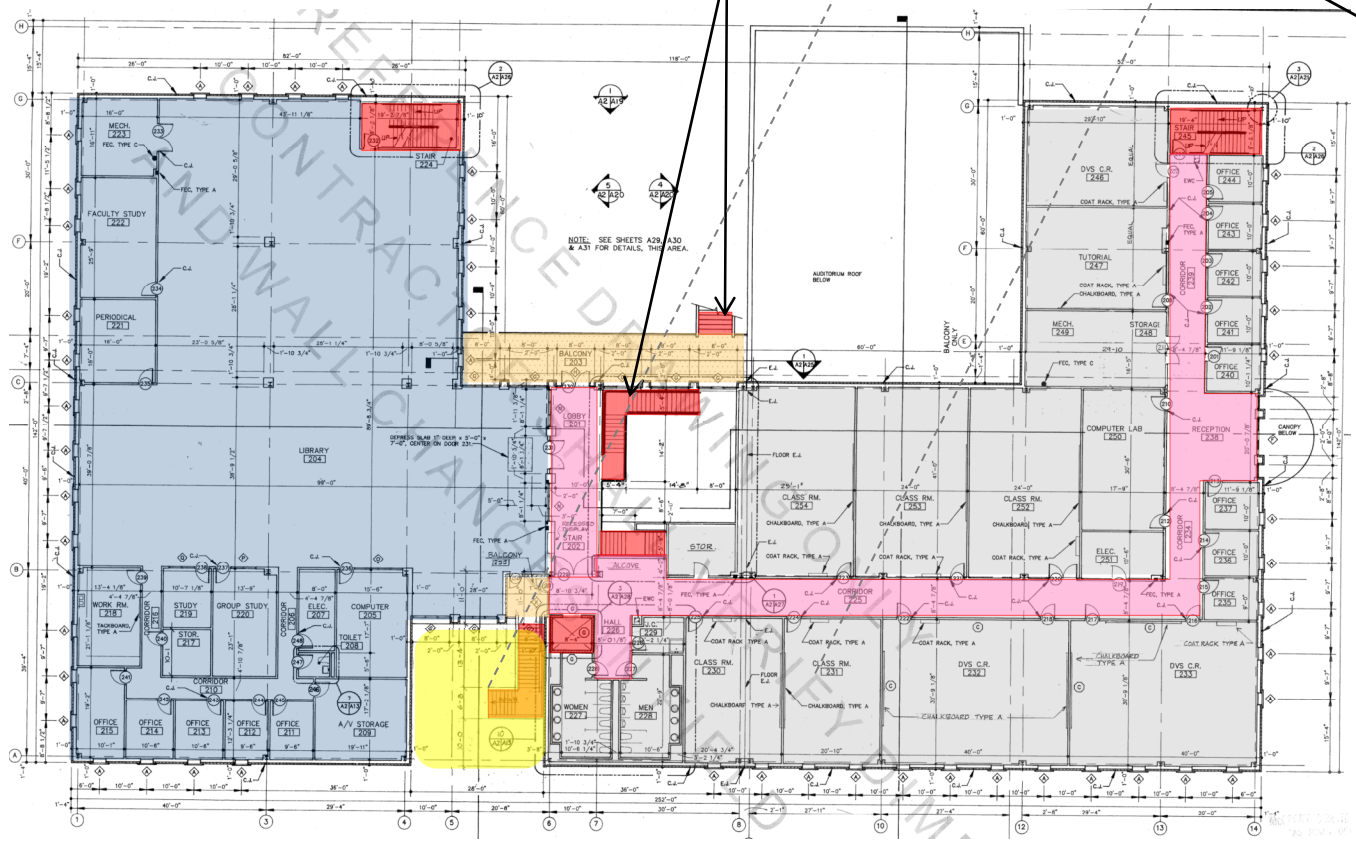
- EGRESS
- VERTICAL CIRCULATION/EGRESS
- OPEN AIR SPACE
- LIBRARY – LRC, for reference
- BUILDING PROGRAM & SUPPORT SPACES

**EXPANDED FOOTPRINT
CODE ASSUMPTIONS**

Based upon a preliminary, high level code review, the stairs proposed to be removed do not appear to be required by code for exiting. The availability & layout of additional existing stairs seem to provide the required egress from the 2nd and 3rd levels of the building.



EXIT ACCESS STAIR PER 1019 2018 IBC

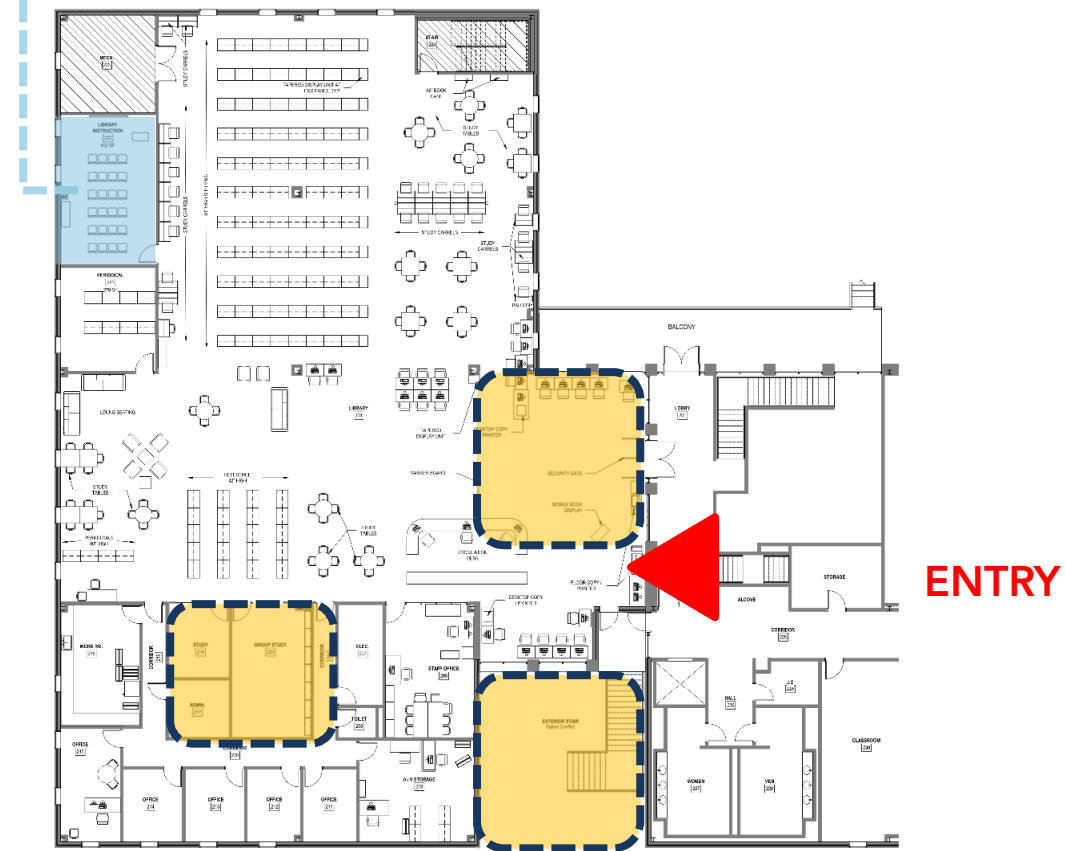


LOCATION OF COLLECTION / "STACKS"

THE LOCATION OF THE "STACKS" IS AN IMPACTFUL DECISION. WE REVIEWED THREE LOCATIONS WITH THE FEASIBILITY COMMITTEE. THE "BACK" LOCATION WAS PREFERRED, AS IT WILL PROVIDE THE BEST VISUAL CONTROL FROM THE CIRCULATION DESK. ANOTHER BENEFIT NOTED BY THE COMMITTEE IS THE CREATION OF A LARGE, WELCOMING SEATING AREA STRETCHING FROM THE EAST EXTERIOR WALL TO THE WEST.



EXISTING CLASSROOM



CLASSROOM LOCATION

CAPACITY / SIZE

PROPORTIONS

USABILITY / FLEXIBILITY

VISIBILITY

ACCESSIBILITY

A well proportioned classroom with the flexibility to accommodate a number of seating arrangements and pedagogical approaches is preferred. Locating the classroom near the entry will be convenient for students and minimize traffic and noise in the rest of the library.

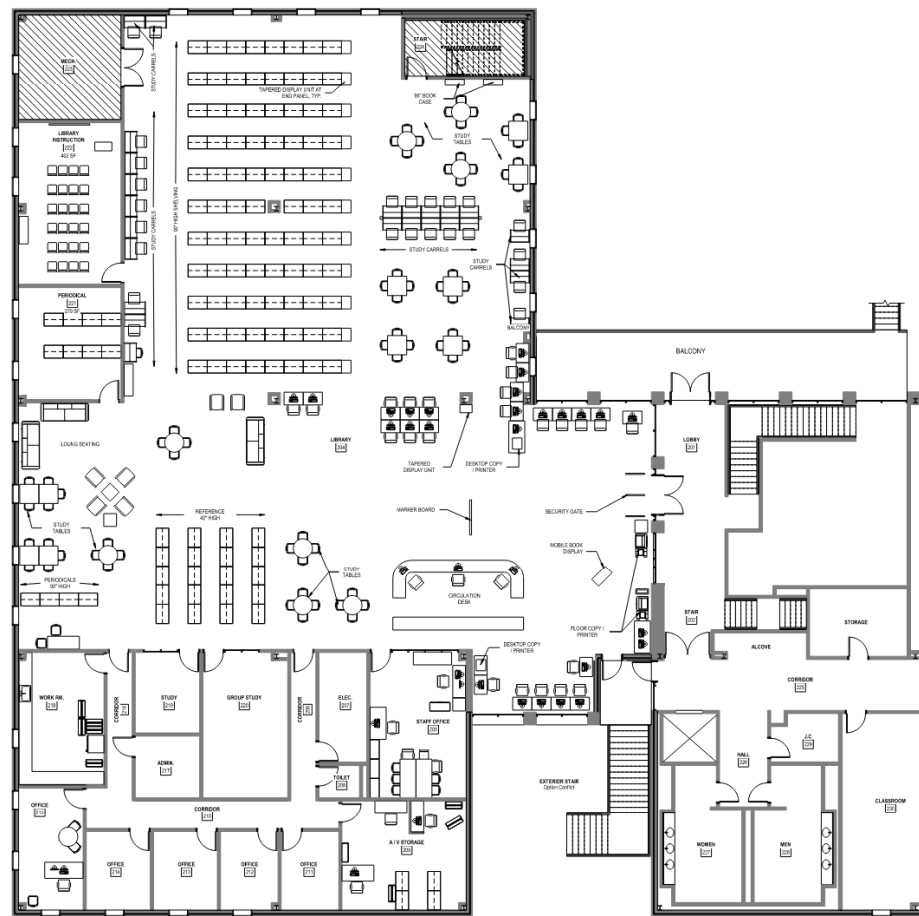
CONCEPT DESIGN design factors & considerations

NOTES

THE FEEDBACK RECEIVED FROM THE FEASIBILITY COMMITTEE FROM THE EARLIER CONCEPTS ("STACK" LOCATION STUDIES") WAS INCORPORATED INTO TWO OPTIONS; 1A - WITHIN EXISTING FOOTPRINT AND 1-B, AN EXPANDED FOOTPRINT

5 OFFICES

1 SMALL STUDY RM
1 LARGE STUDY RM
23 COMPUTER SEATS
125 "PUBLIC SEATS"
89 DF SHELVING EQUIVALENCE



existing



6 OFFICES

1 PRINT/COPY RM
2 SMALL STUDY RMS
1 LARGE STUDY RM
24 COMPUTER SEATS
176 "PUBLIC SEATS"
102 DF SHELVING UNITS



CONCEPT 1A
EXISTING FOOTPRINT



6 OFFICES

1 PRINT/COPY RM
4 SMALL STUDY RMS
2 LARGE STUDY RMS
24 COMPUTER SEATS
200 "PUBLIC SEATS"
102 DF SHELVING UNITS



CONCEPT 1B
EXPANDED FOOTPRINT



FINAL CONCEPT DESIGN REFINEMENTS

AN ADDITIONAL OFFICE FOR ADMINISTRATIVE ASSISTANT ADJACENT TO DIRECTOR'S OFFICE
 THE RELOCATION OF THE 'OPEN' OFFICE AREA TO AN INTERIOR, CENTRALIZED LOCATION, THUS PROVIDING VISUAL CONTROL OF CIRCULATION DESK & MOST OF LIBRARY
 RESERVE & MISCELLANEOUS SHELVING CONVENIENT TO CIRCULATION DESK & "OPEN" OFFICE AREA
 DISTRIBUTED WORK AREA IN LIEU OF CONSOLIDATED + SEPARATE COPY/SCAN AREA
 SMALLER STORAGE ROOM



1A EXISTING FOOTPRINT 11,156 SF of renovated space

1B EXPANDED FOOTPRINT 11,156 SF of renovated space + 886 SF of new construction

CONCEPT DESIGN design factors & considerations



FURNISHINGS

budget & product inspiration

NEW FURNITURE
\$319,593.00 *based on scheme 1B (includes seminar room and one additional group study)*

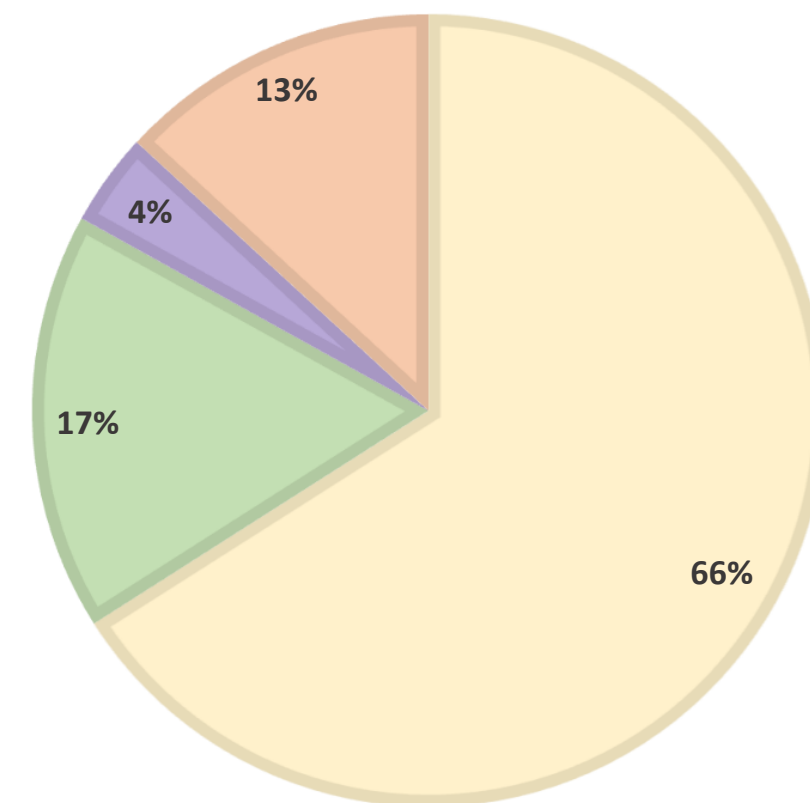
NEW METAL SHELVING
\$82,683.43

NEW END PANELS
\$18,355.68

NEW INTERIOR SIGNAGE
\$63,735.00 *assumes digital end panel signage*

GRAND TOTAL
\$484,367.11 *includes 10% contingency and assumes 3-year cost escalation*

FF&E BUDGET ALLOCATION



- new furniture
- new shelving
- new end panels
- new interior signage



FURNISHINGS

reading area



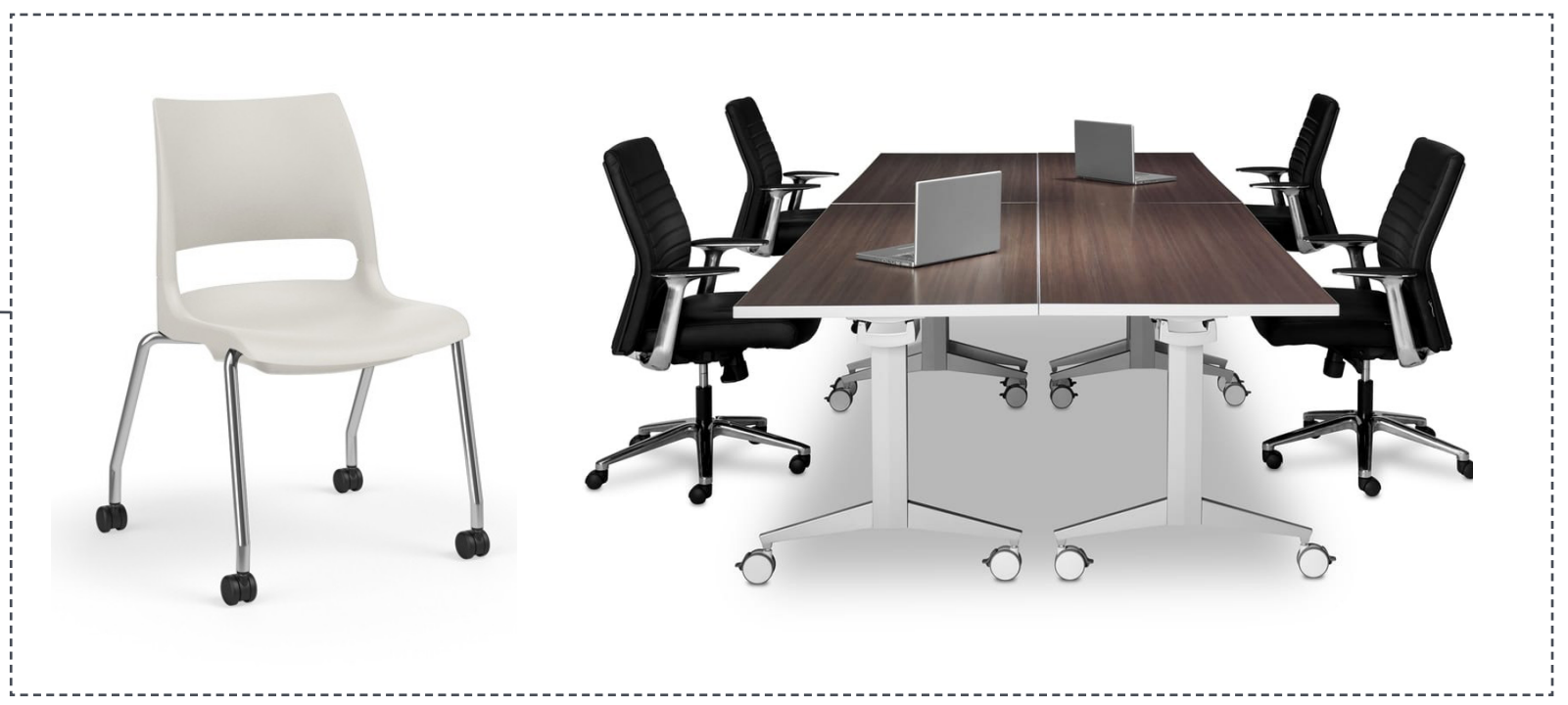
FURNISHINGS

collaboration zones



FURNISHINGS

computer area



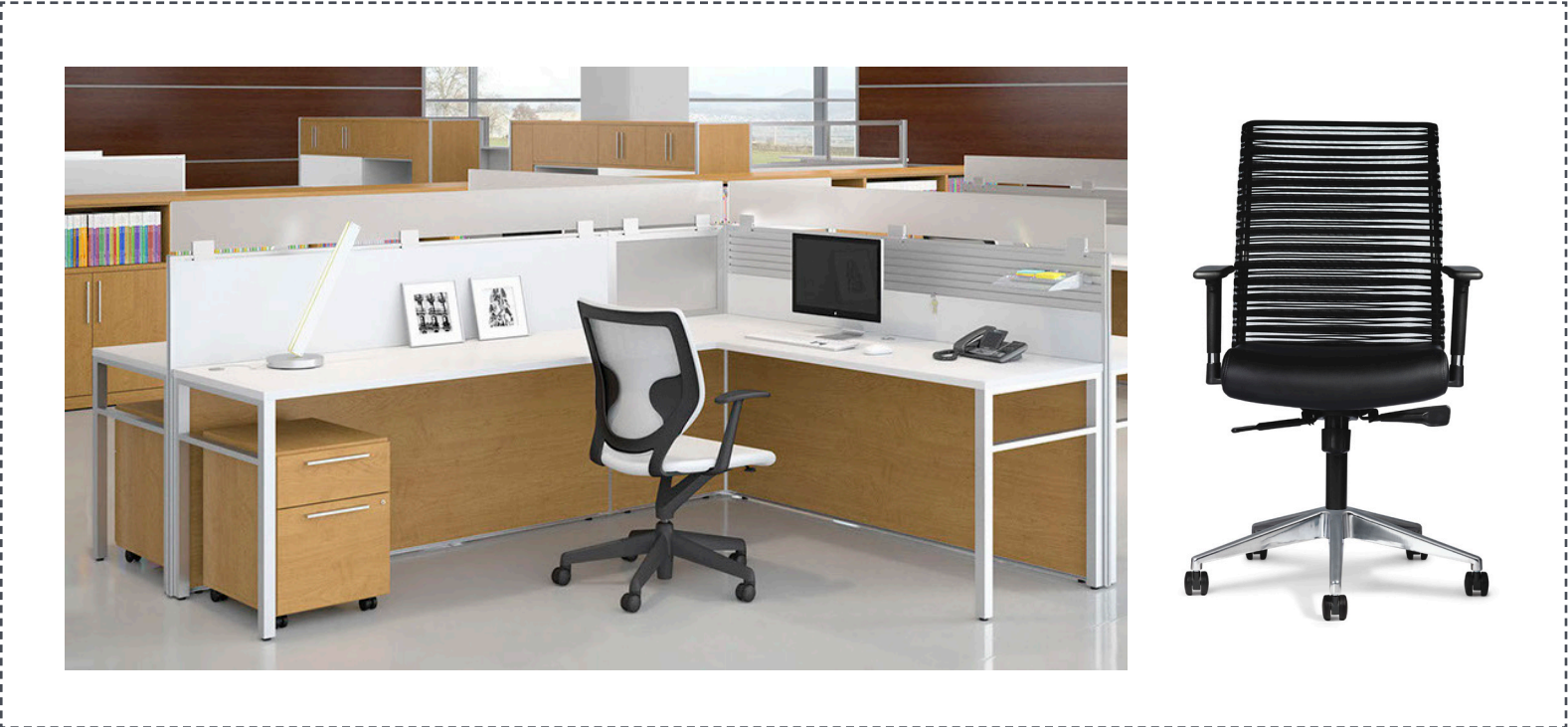
FURNISHINGS

group study
seminar



FURNISHINGS

circulation desk
computer classroom



FURNISHINGS

staff
offices + open office

OVERALL PROJECT BUDGET - PROBABLE COST SUMMARY

MIDLANDS TECH AIRPORT CAMPUS LRC RENOVATION				
PROBABLE COST ESTIMATE SUMMARY MAY 8, 2020	CONCEPT 1-A	\$/SF	CONCEPT 1-B	\$/SF
CONSTRUCTION				
RENOVATION - 11,156 SF	\$686,265.00	\$61.52	\$682,957.00	\$61.22
NEW CONSTRUCTION - CLASSROOM - 886 SF			\$199,390.00	\$225.05
SUB-TOTAL CONSTRUCTION/RENOVATION	\$686,265.00	\$61.52	\$882,347.00	\$73.27
DESIGN CONTINGENCY - 15%	\$102,939.75		\$132,352.05	
CONSTRUCTION CONTINGENCY - 10%	\$78,920.48		\$101,469.91	
TOTAL CONSTRUCTION/RENOVATION/CONTINGENCY	\$868,125.23	\$77.82	\$1,116,168.96	\$92.69
	11,156 SF		12,042 SF	
FURNISHINGS				
FURNISHINGS	\$469,567.11	\$42.09	\$484,367.11	\$43.42
SUB-TOTAL CONSTRUCTION + FURNISHINGS	\$1,337,692.34	\$119.91	\$1,600,536.07	\$132.91
CONSTRUCTION/EQUIPMENT ALLOWANCES				
Book Security	\$50,000.00		\$50,000.00	
A/V Equipment	\$100,000.00		\$125,000.00	
SUB-TOTAL CONSTRUCTION/EQUIP BY OWNER	\$150,000.00		\$175,000.00	
ADDITIONAL PROJECT COSTS				
Design Team Basic Services Fee - 10%	\$86,812.52		\$111,616.90	
FFE - 8-10%	\$42,261.04		\$43,593.04	
Testing, Commissioning	\$20,000.00		\$30,000.00	
Midlands Tech PM fee				
SUB-TOTAL ADD'L PROJECT COSTS	\$149,073.56	11.1%	\$185,209.94	11.6%
TOTAL PROBABLE PROJECT COST	\$1,636,765.90	\$146.72	\$1,960,746.00	\$162.83
	11,156 SF		12,042 SF	

PROBABLE COST ESTIMATE construction & project

APPENDIX A preliminary program summary

PROJECT NAME: Feasibility Study for the Airport Campus Library Resource Center Renovation
Midlands Technical College

PRELIMINARY PROGRAM & SCOPE OF WORK

June 5, 2020

1. Faculty and Staff Offices
 - A. Shared office or "open office" environment
 - 1) Library Specialist, Acquisitions; Abbie Cook
 - 2) Library Specialist, Copy Cataloguer; Kristen Davis
 - 3) Library Specialist, Reference Services; Karen Rodman
 - 4) Library Specialist, Reference Services; Tara Johnson
 - B. Private office
 - 1) Director; Florence Mays,
 - 2) Administrative Assistant; Florence DeGuzman (adjacent to Director's office)
 - 3) Associate Librarian, Emerging Technologies; Laura Baker
 - 4) Associate Librarian, Reference; Evelyn Burger
 - 5) Associate Librarian, Cataloguer; Marilyn Green
 - 6) Associate Librarian, Serials / Database; Brad Whitehead
 - 7) Associate Librarian, Reference; Aleck Williams
 - C. Book processing (Abbie) is currently in a remote 1st Floor office space (2 rooms). Preference is that entire staff be located on the 2nd floor within the LRC. Note that when Processing is relocated to the 2nd floor. The vacated space on the first floor, Room 126 will be used for back files.
2. Work Room, separate from Break Room
3. Break Room, separate from Work Room
4. Storage
 1. In addition to storage and processing space associated with library services, additional miscellaneous storage is needed.
 2. Currently Karen's office doubles as storage room.
 3. Need to accommodate needs of work/study students – storage, cubbies, etc.
5. Service Desk
 - A. Needs to be welcoming and easy to use.
 - B. Storage for daily activities and transactions is required.
 - C. Shelving for reserves to be handled in a better and more aesthetically pleasing manner than Beltline.
 - D. Laptops that students may check-out are stored in a room behind the counter. Florence noted that they do not charge the laptops for the students.
 - E. Service desk at Airport LRC shall accommodate three (3) persons.
 - F. Visual control of entry & library
 - G. Convenience to back of house/admin
6. ILL - provide area for pick up and drop-off
 - A. Convenient to entry
7. Print & Scan Centers
 - A. convenient to entry and circulation desk
8. Classroom/computer lab – instructional space - 24 person classroom is the college's standard size/capacity.
 - A. Provide adequate space for student and computer (knee space, below table)
9. General use computers
 - A. Provide space for 25 desktop computers (per email from Florence)
 - B. High top tables are well-liked for touch-down and lap tops
10. Study Rooms;
 - A. Maintain large group study, current legal library room or relocate
 - B. Provide two additional sizes, as many as reasonable
 - a. 1-2 person
 - b. 4-6 person
 - C. Ideal if all four (4) walls of the study rooms are "writable" surfaces.
11. Exhibit Program: Flexible space to accommodate the LRC's exhibit program is needed.
 - A. Teresa shared that she had seen a video display wall at an APPA conference, which she thought could be utilized for specific programming (art, for example), or general information.
12. Seating Types, quantities. Social/collaborative, quiet study, carrels, soft seating, group tables
Need to develop furnishings matrix
13. Collection
 - a. Size: design to accommodate 35 - 40,000.
 - b. Current Collection
 - a. general collection – 29,233
 - b. periodicals - 51 print subscriptions
 - c. reference collection – 1,873 - we will be keeping some reference but it will not be house in two different areas as it is currently. It will begin just before the general collection.
 - d. audio/visual - 437
 - e. Microfiche: N/A
 - c. Shelving capacity:
 - i. David and Florence discussed and agreed that a "full" shelf will include 4 linear inches of clear, empty shelf space.
 - ii. For planning purposes, Florence may prefer that the bottom shelf remain empty and/or available for oversize, unique items; to be confirmed.
14. Upgraded & convenient power
15. New Ceilings and lighting
16. New Flooring
17. New Furnishings
18. **MISCELLANY**
 - A. Dark countertops and horizontal surfaces, due to concern for ink transfer
 - B. Adjustable high/low desks preferred
 - C. Need community information board(s)
 - D. Need to maximize writable surfaces; whiteboards, glass boards, glass walls, etc.
 - E. Sound separation/acoustical privacy needs improvement.
 - F. Book Security: RFID is preferred. MTC would like to convert Airport LRC to RFID. Participants discussed that conversion to RFID could be part of proposed renovation or could be undertaken separately (& immediately) by MTC.
19. **GENERAL INFORMATION**
 - A. ILL is delivered directly to main library at 2nd Floor.
 - B. Need to support "guided pathways" model/pedagogy



mcmillan | pazdan | smith

ARCHITECTURE