RESPONSE TO REQUEST FOR PROPOSAL

CHESTERFIELD TOWNSHIP LIBRARY

NEW COMMUNITY LIBRARY PROGRAM

03.29.2019

Chesterfield Township Library
Elizabeth Madson, Director
50560 Patricia Avenue
Chesterfield, Michigan 48051

HBM ARCHITECTS INTERIOR DESIGNERS
March 29, 2019

Chesterfield Township Library
Elizabeth Madson, Director
505 Patricia Avenue
Chesterfield, Michigan 48051

RE: Request for Proposal: 2019 Chesterfield Township Library - New Community Library Program

Ms. Madson & Selection Committee Members:

HBM Architects is pleased to present our qualifications to you for a new Chesterfield Township Library program. Our broad depth of library specific design knowledge makes us uniquely qualified to work with you on this project. We have a deep appreciation and respect for librarians, library buildings, materials, services, programs, and what they mean to their communities.

HBM is constantly working and talking with library systems around the country that, while unique, share many commonalities: doing more with less; in-house community services versus outreach; attracting new customers; expanding community programming; and providing universal access while balancing the needs of each customer group, to name a few.

Our work around the country has left us well practiced in communicating the best ways toward building consensus and excitement among all stakeholder groups. HBM has extensive experience in various strategies for gathering input from diverse groups including library staff, boards, administration, foundations, Friends groups, library users, and local government entities. We have also provided presentations, imagery, and written materials to bolster the support of our clients’ efforts on public and private fundraising campaigns. This includes presenting and evaluating methods for incorporating donor recognition into the building. We encourage you to reach out to our clients to learn more about how our engaging process leads to design solutions and generates support for the project.

Our firm has been devoted to library planning and design since 1976. Throughout the past 43 years we have helped more than 400 libraries create and improve facilities that can adapt to both a known and unknown future while addressing the changing needs of each community they serve. Library projects currently comprise 100% of our portfolio. Every member of our staff has the experience and knowledge that comes from actively working on library facility projects.

Included in this proposal are qualifications for Thorson Baker & Associates to provide mechanical, electrical, plumbing, technology, structural, and civil engineering services. TBA brings strong library-specific and sustainable design experience and are licensed in the state of Michigan. HBM has completed nearly 30 library projects with TBA that include assessments, new construction, and complex renovation / expansion projects. However, we are open to working with you to select alternate engineering consultants if there is someone else whom you prefer.

HBM is the most experienced firm in the region when it comes to all aspects of library planning and design. Through a thoughtful planning and design approach, we will help you create a future-minded library building. Our team has a reputation for understanding the individual characteristics of each library we work with, reflective of their community needs, demographics, and projected future change. We hope to have the opportunity to work with you on this important project to improve services to your patrons by constructing a permanent home for the library.

Respectfully Submitted,

Peter J. Bolek, AIA, NCARB
President & Director of Design
HBM Architects
pbolek@HBMarchitects.com
216.241.1100 x12
Understanding of the Project

Thing have been changing in Chesterfield Township. The population increased by an estimated 4.6% from 2010 to 2017 and an estimated 14% from 2000 to 2010. As the community continues to grow, it is anticipated that the Library’s service population will soon be in the largest classification in the near future. Your current location in a 21,000 SF leased warehouse space comes with inherent limitations for best serving the community.

We understand that the goals of this project are to construct a new 35,000 SF Library on a recently acquired 5,698 acre site at the intersection of Sugarbush Road and 21-mile road. The new library should be designed as a single-story building with future expansion of up to 10,000 SF in mind.

A single-story building will afford the library added flexibility in space use over time, staffing efficiencies, and ease how materials move through the building. The new Chesterfield Township Library will be a hub for the community and house both the library administration and public user space.

We will begin the project by learning more about the Library, the Chesterfield Township community, greater Macomb County, and reviewing any prior studies and input gathered. As part of our comprehensive library planning and design services we will also work with you to understand work flow, staff functions, and methods for materials handling. Spaces will be organized to provide the highest level of service with minimal impact on staffing; paying attention to sight lines, adjacencies, and flow. We will also examine the space in terms of the customer experience and how to create an inviting and comfortable environment with intuitive way-finding.

The construction of a new library building will create meaningful adjacencies and efficiencies that improve function, flow, way-finding, and improve the user experience. This building will be a true community space that attracts civic interaction and life-long learning through its programming, materials, events, environment, and delivering the most technologically current services. The new building will apply these characteristics to an adaptive and flexible organization of spaces with building systems, finishes, and furnishings allowing the building to shift and adapt as it accommodates future change.

A thorough conceptual design / program process will provide you with exciting and realistic options from which to select the best construction plan that will meet your future needs. The process described on the following pages will allow you to stand by your commitment to improve services to your patrons through the provision of a permanent home for the Chesterfield Township Library.

Scope of Services

Conceptual design options should reflect a single-story layout and include preliminary cost information. Schemes should include the following spaces at a minimum: program room, conference room, mechanical room, dedicated children’s program room, dedicated teen area, community meeting room with after-hours access, multiple study rooms, multiple unisex public restrooms, staff work areas, staff breakroom, staff restrooms, adequate parking, and safe vehicular and pedestrian access to the site and building.

Our approach outlines a detailed step by step method for achieving your goals based on the scope of services described in the RFP. This is a living document that has been developed without direct input from the Library and will be further customized and detailed through discussions with you.

We work in partnership and openly collaborate with our clients, their stakeholders, and their community. We pride ourselves on creating unique buildings and spaces that speak to the specific needs and aesthetics of each Library, neighborhood, and community. This is evident when comparing the projects in our portfolio; even when evaluating multiple library building projects we have completed for the same library system. Our approach will help you create both beautiful spaces and a highly functional library that can be re-invented and adapted as community needs, technology, services, and role of the library changes over time.
SCOPE OF SERVICES, COMPLETION
LIBRARY DESIGN PHILOSOPHY

“Bad libraries build collections, good libraries build services, great libraries build communities.”

- R. David Lankes

Director of the University of South Carolina’s School of Library and Information Science, and recipient of the American Library Association’s 2016 Ken Haycock Award for Promoting Librarianship

Responsible library planning and design is about flexibility and adaptability of spaces to accommodate changing user needs with minimal cost and impact on existing buildings. These needs can change over time, but also throughout the course of a day. Your library building should be designed to adapt to the expectations of your community and have the ability to test out new ideas for services, materials, programming, and technology that your patrons are not yet aware of.

Libraries have continued to evolve and reinvent themselves to better serve, advance, and define their communities. The keys to designing innovative and inspired spaces for libraries as we transition through this shift will be flexibility and collaboration. Bringing people and ideas together to continually develop design solutions that go beyond what people assume a library is and focus more on what a library can become. Designing innovative and inspired spaces that can anticipate and adapt to change both in technology and community interests and needs will best position libraries for the future. The library has always been a place to learn and explore. This role will grow and expand as technology continues to connect us to more resources, ideas, and experiences beyond our current frame of reference. Libraries are a key promoter to advance the exciting opportunities for developing and sharing content in a variety of media formats.

Flexibility in layout can be accomplished by using furniture like de-mountable partition walls to create spaces. We have found that these glass partition walls work well for study rooms, conference rooms, and office space layouts. They can provide flexibility and visual transparency where needed. More importantly, as usage patterns change over time, these types of walls provide an easier option for reconfiguration than traditionally constructed walls. It is important for your library to be able to develop and sustain spaces that meet the current needs of the community and have the flexibility to transform to accommodate future change. Having service points, displays, and seating that can be easily reconfigured can also give the entry experience a new look and feel to keep things fresh without undergoing a renovation project. Planning for long-term adaptability is a good way to ensure that you continue to provide a space for everyone.

We believe that public library buildings should have no space that remains unused during the majority of the day. HBM has helped libraries resolve spatial inefficiencies in a variety of ways including opening up sight-lines, re-imagining layouts, and also by developing multi-function spaces. In the recently completed libraries we have designed Teen Rooms to be a multi-function space during the daytime for small technology classes, small group meetings, and as another quiet space for adult use. We have designed group study rooms in clusters with flexible walls that can be opened or closed to accommodate groups of various sizes. At the Warrensville Heights Branch Library we designed a computer lab with a moveable glass wall that helps the library visually advertise technology training programs while providing flexibility for use as additional public computer stations during times when classes are not being held.

In our work with the Toledo-Lucas County Public Library system, we have evaluated branches in a wide range of communities. In some locations the service model changes to address patrons where they are and when they are in the library. These locations are beginning to focus more on pop-up programming for kids and teens after school, and one-on-one technology instruction instead of scheduled programs and training sessions. HBM has also worked with other branches in this system that provide secure after-hours access to materials through the use of 24/7 lobbies that house smart lockers, media vending machines, book vending machines, and display screens that advertise upcoming events and new materials / services that the library is offering.

Libraries have the opportunity to offer not only the physical space to provide supportive education, but also the technology, and the creative programming that can improve the quality of life within their community. HBM has held an important role in developing early literacy play, learn, grow spaces and setting standards for the branch library projects of the Cuyahoga County Public Library. The educational features of these spaces promote literacy skills and foster an interest in science and local ecosystems through playful and interactive design.

The library has become the place that offers access equally to all points in the world while also being the primary point of access for the local, unique, and irreproducible items that tell the history of its community. Libraries that are community centered become the center of the community. Our goal is to bring exciting and innovative ideas to your library and develop ways to integrate these ideas within your building, services, programs, and culture.
The Proposed Methodology outlined below is a starting point for discussion.

### CONCEPTUAL DESIGN PHASE

<table>
<thead>
<tr>
<th>STEP 1</th>
<th>TASK</th>
<th>TEAM ROLES</th>
<th>Proposed Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEP 1</td>
<td>Gather and organize baseline information including:</td>
<td>Principal</td>
<td>Project Manager</td>
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<td>• Site information, surveys, environmental condition for the new site, etc.</td>
<td>X</td>
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<td>• Materials and circulation statistics</td>
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<td>• Staffing information</td>
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<td>• Usage patterns</td>
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<td>• Demographic statistics</td>
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<td>• Review the strategic plan, and previously completed studies or documents</td>
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<td>Analyze this information and prepare discussion topics for the Kick-off Meeting</td>
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<tr>
<td>STEP 2</td>
<td>Conduct a Kick-off Meeting for / to:</td>
<td>Principal</td>
<td>Project Manager</td>
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<td>• Orientation and team introductions</td>
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<td></td>
<td>• Gain a deeper understanding of the Library’s service model</td>
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<td>• Discuss short- and long-term goals for collections, programs, technology, staffing, and services</td>
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<td>• Discuss project goals and methodology for developing the conceptual design options</td>
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<td>• Discuss the format and content of the deliverables</td>
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<td>• Discuss methods for conducting staff, community, and stakeholder input sessions</td>
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<td>• Discuss rendering styles and what might be best for project visualization</td>
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<td>• Discuss any materials we can produce to support fundraising efforts (optional)</td>
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<tr>
<td>STEP 2</td>
<td>Conduct a walk-through of the existing building and future site for visual observation that entails:</td>
<td>Principal</td>
<td>Project Manager</td>
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<td>• An understanding of how the leased space is being used and what works well now, what the priorities are for improvement in the new building</td>
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<td>• Assessment of existing furniture for potential reuse / retrofitting if there are items that should be preserved for historic or sentimental value</td>
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<td></td>
<td>• Photographic documentation</td>
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<td></td>
<td>• Evaluation of site flow and accessibility</td>
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<td>• Evaluation of the context of the building with the surrounding neighborhood</td>
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<td></td>
<td>• Opportunities for implementing new ideas / trends</td>
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## Conceptual Design Phase

<table>
<thead>
<tr>
<th>STEP</th>
<th>TASK</th>
<th>TEAM ROLES</th>
<th>Proposed Hours</th>
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<tbody>
<tr>
<td>Step 3</td>
<td>Prepare materials for staff / public input gathering work sessions</td>
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<td>72</td>
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<td>• Develop preliminary site test-fit diagrams investigating ideas for how to expand the library building and take into account options for accessibility, parking, customer drop-off, drive-up services, outdoor programming space, etc.</td>
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<td>• Develop preliminary adjacency diagrams that show recommendations and priorities for how to best layout the new library building.</td>
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<td>• Multiple solutions will be developed to assist in prioritizing your wants and needs and developing alternates / compromises</td>
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<td>• Develop preliminary cost information for each option based on broad brush terms in current dollars</td>
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<td>Step 4</td>
<td>Conduct an interactive work session with the Library to discuss:</td>
<td>X X</td>
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<td>• Priorities for improvement and the perceived urgency of those improvements</td>
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<td>• Preliminary site test-fit diagrams showing expansion, adjacency diagrams, the pro's and con's of each option with their preliminary cost information, and set a direction for the project</td>
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<td>• The condition of interior finishes and furnishings and recommendations for items that should be refurbished, retrofitted, or replaced</td>
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<td>• Opportunities for future flexibility and integrating new technology into the library</td>
<td>X X</td>
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<td>• Discuss opportunities to apply new trends and ideas that the Library might be currently testing and / or would like to integrate over time</td>
<td>X X</td>
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<td></td>
<td>• Discuss services and programs that impact community needs, interests, or fill gaps</td>
<td>X X</td>
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<td>Conduct input gathering sessions to discuss future shifts in programming, technology, customer service, etc.</td>
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<td>Input Sessions would be scheduled to gather responses from a large cross-section of participants. We will work with you to determine the type of Input Session that would be most appropriate.</td>
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<td>Our team can also demonstrate methods that we have found effective for the Library to administer additional input gathering sessions on their own, beyond the scope of this methodology</td>
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<tr>
<td>Step 5</td>
<td>Based on feedback from the last meeting, refine the adjacency diagrams and preliminary floor plans into conceptual designs. Develop Preliminary Renderings</td>
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<td>Develop a Visioning Book that documents the input gathering process and responses received from participants</td>
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<td>Develop any preliminary Fundraising Material (if needed)</td>
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## SCOPE OF SERVICES, COMPLETION
### CONCEPTUAL DESIGN PHASE

<table>
<thead>
<tr>
<th>STEP</th>
<th>TASK</th>
<th>TEAM ROLES</th>
<th>Proposed Hours</th>
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<tr>
<td>STEP 6 3</td>
<td>Conduct an interactive work session with the Library to discuss:</td>
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<td></td>
<td>• Conceptual design options and associated preliminary cost</td>
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<td>• Preliminary Renderings</td>
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<td>• Draft Visioning Book</td>
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<td>• Draft Fundraising / support generating materials</td>
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<td>• Set a direction for finalizing the conceptual design, renderings,</td>
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<td>associated cost information, visioning book and any fundraising</td>
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<td>/ support generating materials</td>
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<td>STEP 7 3</td>
<td>Based on feedback from the last meeting, refine and finalize the:</td>
<td>X  X  X  X  X</td>
<td>52</td>
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<tr>
<td></td>
<td>• Concept design</td>
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<td>• Preliminary cost information</td>
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<td>• Renderings</td>
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<td>• Fundraising / support generating materials</td>
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<td>• Visioning Book</td>
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<td>STEP 8 3</td>
<td>Present the finalized conceptual design materials to the Library</td>
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<td>and any identified stakeholders.</td>
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**TOTAL NUMBER OF PROPOSED HOURS**: 48 64 68 96 276
Design & Construction Process

The following pages describe the process we will undertake to complete your new library building after a conceptual design has been selected and approved.

### DESIGN PHASE

<table>
<thead>
<tr>
<th>STEP</th>
<th>DURATION</th>
<th>TASK</th>
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| SCHEMATIC DESIGN PHASE | 2 Months | • Analyze utilities, zoning requirements, and traffic patterns  
• Develop preliminary site plans demonstrating outdoor programming space, accessibility, parking, drive-up services, customer drop-off, etc  
• Develop recommendations regarding the condition and replacement of the existing building systems and potential reductions in building operating costs and determine the need / placement for any additional supporting equipment i.e. mechanical rooms, electrical closets, technology, etc  
• Refine the Conceptual Design developed during the Master Planning phase into a Site Plan and Floor Plan. The Floor Plan layout will depict functional arrangement, furnishings, collection organization, and sight lines  
• 3-D Models, illustrations, and renderings may be prepared to assist with project visualization  
• Conduct a preliminary code review  
• Meet with Library officials to present schematic design concepts and set a direction for moving forward  
• Conduct a sustainable design charrette session with the engineering team and Library representatives to evaluate options for integrating energy efficient design strategies into the building  
• Meetings will occur with the engineering team throughout this phase to ensure that the project remains on schedule and within budget  
• Identify options for materials and finishes for all areas including: ceilings, floors, walls, doors, windows, casework, and site amenities  
• Develop interiors palette options for review with the Library including: concepts, color palettes, furniture, shelving, cabinetry, carpeting, and finishes  
• Work with the independent cost estimator to prepare preliminary project budget information for the building, any site improvements, furnishings, fees, contingencies & other related project costs at 100% of document completion  
• Conduct meetings and presentations throughout the Schematic Design phase that will be designed to test ideas, invite input, support the public discussion process, and build support for the project. Our team will work with the Library to determine the quantity and frequency of these meetings  
• Our team will meet with building officials to review planned work and set up the review and permit process |
# SCOPE OF SERVICES, COMPLETION
## DESIGN & CONSTRUCTION PROCESS

<table>
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<tr>
<th>STEP</th>
<th>DURATION</th>
<th>TASK</th>
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| **DESIGN DEVELOPMENT PHASE** | 3 Months | Refine the selected Schematic Design concept into Design Development documents  
- Identify all fixed equipment to be installed in contract  
- Develop a Finish Schedule identifying all finishes  
- Refine wall sections showing final dimensional relationships, materials, and component relationships  
- Develop a reflective ceiling plan showing the ceiling grid and all penetrations including: light fixtures, sprinkler heads, ceiling registers / diffusers, etc.  
- Develop a comprehensive interiors plan based on selections made during the Schematic Design phase including: concepts, color palettes, furniture, shelving, cabinetry, carpeting, and finishes for the building  
- Update and refine the cost estimate to establish a project budget and develop an FF&E budget  
- Continue engineering and landscape architecture services  
- Commence development of project specifications  
- Meetings with the Library will occur throughout this phase  
- Work with the independent cost estimator to conduct a detailed cost review that will include the building, any site development, furnishings, fees, contingencies & other related project costs at 100% of document completion  
- Reconcile this estimate with the CM estimate  
- Meetings and presentations will be conducted throughout the Design Development phase to review changes and selections with the Library to reach consensus on final plans |
| **CONSTRUCTION DOCUMENTS PHASE** | 3 Months | Complete the floor plans and elevations  
- Complete the landscape plan and site plan addressing the entrances, proposed outdoor spaces, accessibility, deliveries, etc.  
- Prepare detailed drawings and specifications for the interior bid packages  
- Create a final listing of furniture and fixtures to be submitted  
- Complete architectural details  
- Complete door and hardware schedules  
- Complete fixed equipment details and identification  
- Complete detailed specifications in CSI format  
- Submit for Plan Review / Approvals  
- Complete any technical addenda  
- Complete final plans and specifications for construction bidding  
- Finalize bidding strategies to achieve most favorable results  
- Work with the independent cost estimator to conduct a detailed cost review that will include the building, any site development, furnishings, fees, contingencies & other related project costs at 95% of document completion  
- Reconcile this estimate with the CM estimate  
- Meetings with the Library will occur throughout the Construction Documents phase |
# SCOPE OF SERVICES, COMPLETION

## DESIGN & CONSTRUCTION PROCESS

<table>
<thead>
<tr>
<th>CONSTRUCTION PHASE</th>
<th>STEP</th>
<th>DURATION</th>
<th>TASK</th>
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| **BIDDING / NEGOTIATION PHASE** | | 1 Month | • Participate in pre-bid meetings with the Construction Manager and answer any questions related to the scope of the construction project.  
• Manage bidding documents  
• Prepare and distribute any addenda  
• Work with the Construction Manager to tabulate and review of bids to ensure completeness and accuracy, meet with low bidders, review bids, check credentials  
• Make recommendations to the Library  
• Assist with construction contract agreements |
| **CONSTRUCTION PHASE** | | 12 Months | • Provide construction oversight in collaboration with the construction manager  
• Attend job site meetings with the CM and trades at regular intervals, and additional meetings as needed to resolve any issues that may arise  
• Complete and distribute meeting minutes  
• Meet with Library representatives and the CM to review current work and plan for upcoming work  
• Regular field observation  
• Respond to requests for information and answer questions as they arise  
• Review shop drawings and submittals  
• Review contractor applications for payment  
• Review change order requests  
• Assist with purchase order selections and implementation  
• Conduct project budget reviews and project schedule reviews throughout the construction phase  
• Monitor the delivery, installation, and arrangement of furniture, fixtures, and equipment  
• Prepare project punch lists and certificates of substantial completion, coordinate final inspections, assist with project turnover to the owner, and recommend occupancy  
• Assist with equipment start up, deliver equipment operation and maintenance manuals, and as-built record drawings  
• Conduct a post-construction evaluation |
| **AFTER COMPLETION** | | N/A | • Assist in facilitating / requiring training sessions for appropriate employees regarding the operation and maintenance of technical equipment  
• Conduct a post-occupancy walk-through appropriately at times to address project issues prior to expiration of applicable warranties  
• An 11-month warranty walk-through will also be scheduled with you and the contractor to make sure any needed repairs are identified and taken care of before the 1-year construction warranty expires |
**SCOPE OF SERVICES, COMPLETION**

**PROPOSED TIMELINE**

### Proposed Timeline

<table>
<thead>
<tr>
<th>Service</th>
<th>Duration</th>
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<tbody>
<tr>
<td>Conceptual Design</td>
<td>3 months</td>
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<tr>
<td>Schematic Design (SD)</td>
<td>2 months</td>
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<tr>
<td>Design Development (DD)</td>
<td>3 months</td>
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<tr>
<td>Construction Documents (CD)</td>
<td>3 months</td>
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<tr>
<td>Bidding / Negotiation</td>
<td>1 month</td>
</tr>
<tr>
<td>Construction Administration</td>
<td>12 months</td>
</tr>
</tbody>
</table>

*Community Meetings / Presentations can occur throughout the project as determined by the Library / HBM*

### Site Visits & Oversight

HBM does not have a standard approach to conducting site visits and oversight during the construction phase. We have the ability to do whatever it takes to achieve your goals and have it found it best not to assume what you think is appropriate, but to rather work with you to define our services during this phase.

We have working with clients who like us to provide oversight visits every other week. On a recently completed project we assigned a staff member who was on-site full time. For the Stark County District Library’s new Jackson Branch, we will have a staff member on-site 3 days per week.
Our community engagement process involves both learning about your library users and also educating the public and staff on library trends throughout the world. This process helps our team learn about what is important to you, your staff, and your library users while getting everyone excited about the possibilities of the project. The following text describes a menu of activities that we are currently using for engagement events. We will work with you to decide which of these will be best to customize for your project. We are also constantly developing new ideas for engagement sessions and methods for gathering information.

**PHOTO-TYPING**

In this session participants are requested (ahead of time) to bring physical photographs responding to different topics related to their daily experiences. Sample topics include:

- An image or inspiration of their favorite place in their library
- An image or inspiration of their community
- An image or inspiration of a 21st Century Library
- An image or inspiration of their job/career
- An image or inspiration of their culture

During the session, participants post their images on corresponding sheets around the room and present what their images mean to them and how they relate to the topic. Phototyping is a great way to bring out the personal stories from stakeholders about what the library means to them and their community. This activity is typically conducted with a smaller group size.

**MIND-BREAKING**

This facilitated session begins with us showing a large assortment of images of a variety of spaces and building styles to give the participants an idea of the possibilities and to get them thinking outside of their current building / space. These images are selected to spark ideas about the possibilities for improving your library and to show some of the current trends and services in public and academic libraries.

While viewing the images participants are each given a Post-It note pad and marker to jot down what they like or don’t like from the array of photos throughout the presentation. Each like or dislike is written on an individual note. At the end of the presentation, participants place each of their “like” and “dislike” notes on sheets placed around the walls titled with categories corresponding to the presentation. Some of these categories include: entry experience, reading & seating areas, technology, meeting spaces, cafe / vending, etc. This process allows our team to gather a huge amount of great input in a concentrated period of time.

These comments, when applied to physical space, help to inform the design and the Building Breaking process. This process is highly successful due to the anonymity of the activity - no one person can dominate the conversation which encourages each participant to share their opinions.
BUILDING-MAKING

Building Making is an interactive design process geared towards helping our clients imagine their new library. At this work session we work through basic site parameters around the proposed site, discussing building location, parking, possible future expansion, outdoor program space, drive-up services, deliveries, and any other features the Library is considering.

After an understanding of the location of the building on the site is established, each group is given enlarged plans representing the building outline they have developed. Each table of participants is also given a stack of small squares representing different types of spaces they may want to include in their building. Extra paper, markers, and tape are readily available to encourage creativity. The purpose of this part of the work session is to work inside the building applying the ideas developed during the Mind Breaking session while creating new ideas for adjacencies, flow, relationships between spaces, customer service, and how to integrate new spaces and services that they would like to offer in a new library building.

This process builds excitement for the project, elicits input, and informs the direction of the project helping our team develop design options that are already based on your opinions, ideas, and priorities.

PROTOTYPING

Prototyping is a hands-on session where instead of looking at the building as a whole, participants work in small groups that focus on a specific area or component that is important to them. This is an opportunity to explore innovative solutions and share ideas about wish-list items, new methods, services, and spaces that support changing community use patterns, and even how to resolve current issues that staff and patrons experience when using library services.

Areas explored in previous Prototyping sessions include: large screen outdoor theaters with seating, a creative arts studio, performance and teen lounge space with reading cubbies, flexible computer lab stations, children's outdoor reading garden, amphitheater with art installations, interactive shelving with a reading tree house, community kitchen, gathering table, career and technical support stations, mentoring stations, co-working stations, and a “hip” garage to learn about auto repair.
SCOPE OF SERVICES, COMPLETION
COMMUNITY ENGAGEMENT

WORLD CAFE
Another effective technique we have been using recently for larger group input sessions is the World Cafe. This approach works well in a large group setting where questions are placed at tables around the room and attendees are given 10 minutes to respond to the questions at each table.

After the 10 minutes expires, attendees move to a different table forming a new group of people. As the group rotates from table to table the responses are posted around the room for attendees to review at the end of the session.

This active and engaging session encourages participants to interact and share ideas with people they may not see regularly or may not have previously met.

PUTTING IT ALL TOGETHER
We thoroughly document each work session that we conduct. The variety of sessions and activities described in this section are a menu of options that we can use to engage decision-makers and gather input specific to your project. We can also create customized work sessions that address specific topics related to your project.

After conducting engagement sessions, we take all of the input received during these activities, digest it, analyze it, and create a summary that we distribute to the Library. After reviewing this information with you, we evaluate the results and determine which ideas we should apply to your library and why they are important to serving the needs of your community. We then begin to develop site diagrams and floor plan layout concepts that unify your goals with your budget and schedule.

Presentation materials, recordings, meeting minutes, etc. are made available to you for display or distribution. We often have a meeting at the end of the design process to demonstrate to stakeholders how their opinions and suggestions have been implemented.
The one constant in planning for public libraries is that library service in the future will be different from what it is today. Changes in customer needs, demand, media formats, and community demographics must be embraced to keep public libraries relevant in our society. Therefore we must ensure that the buildings we plan, design, and construct are flexible and adaptable to unforeseen changes in library service and materials.

Many libraries are going beyond providing access to the technology everyone expects to find like public computers and e-books. Many libraries are trying to acquire technology that is just out of reach to the common user typically because it is too new or too risky for most people to purchase. This includes items such as tablets, 3D printers, scanners, or cameras, virtual or augmented reality devices, and A/V recording studios. The focus of library technology has shifted to technology-rich environments that support sharing information through small group collaboration, multi-media production, large group conferencing, and the consumption of digital media in various formats.

Recent developments in mobile and wireless technologies, and user-friendly, “always on” network environments for patrons, staff, and the community have set the stage for learning, research, visualization, collaboration, and conference spaces with the latest in multimedia communications. Accommodating evolving technology over a long-term service plan typically involves combinations of the following:

- Database and asset management technologies
- Digital media storage and accessibility
- Media conversion systems to convert older media storage devices to current technology
- Self-check, automated materials handling, and other functional technologies
- Materials security and tracking systems
- Collaborative environments with reconfigurable furniture with power accessibility, computer labs, collaborative hubs, and breakout rooms for group interaction and file sharing
- Content creation and production spaces may include: video and audio production, graphic design labs, and editing stations, and creative equipment for physical items like 3D printers, sewing machines, etc.
- Technology in Meeting Rooms often includes projectors, screens, wireless networking, broadcast capabilities, video conferencing capabilities, distance learning capabilities, smart boards, input for devices such as DVD / BluRay players, laptops, iPads, and programmable configurations for window treatments and lighting.
- Replacing OPAC’s with interactive touch screen displays on end-panels
- Flexible mobile staff kiosks both to support or replace fixed service desks allowing staff members to move their positions, accommodate demographic shifts throughout the day, and provide a new level of customer interaction
- Flexible staff areas which easily allow staff to evolve from more traditional methods of materials processing into more technologically advanced methods over time
- User Technologies including network infrastructure to support all voice / data / video applications such as collaborative technologies, content creation and production systems, and specialized display technologies used to access digital information
- Immersive spaces such may include systems such as multi-touch interfaces, technology-enabled furniture, 3D immersive displays, holographic imaging, and interactive gaming

User technologies play a significant role in today’s libraries, reshaping the way patrons receive, process, and apply information as well as encouraging intellectual development and social interaction.
Budget Development & Cost Estimates

Typically when working on a project of this scale, we prefer to engage the services of an independent cost estimator who is familiar with the local economy and trades. The cost estimate will be updated at project milestones at 100% schematic design documents, 100% design development documents, and at 75% of construction documents. We review these estimates with you throughout the design phases of the project to ensure that we are within the confines of the established budget while meeting your needs and expectations.

We believe it is crucial to reconcile the estimate with the budget before proceeding to the next phase of work.

During the planning stage we may look to our own experience and historical data when establishing the initial budget. We are continually comparing project experiences and evaluating market trends to develop estimates that are relevant when the Library moves forward into construction. For interiors, cabinetry, and furnishings, we provide in-house cost estimating that is routinely updated at the design phase milestones. We have also provided many clients with a draw schedule, mapping out the cost to the Owner during each phase of the project. The draw schedule also assists with projecting necessary fund-raising efforts throughout the course of the project.

We have never exceeded the client’s overall project budget.

HBM has significant success in providing comprehensive planning, programming and design services to clients with finite resources. Many of our clients are public entities with defined budgets and definite goals for their projects. HBM has been recognized for innovative cost saving ideas that don’t compromise quality as well as our ability to meet client needs without exceeding established project budgets. In the event that a budget variance is identified during the project, HBM will immediately begin the process of identifying the problem and work through adjustments to stay on target. Appropriate levels of internal review and guidance are actively applied to project documents at all stages to help eliminate the possibility of inaccuracies going unnoticed. In-house reviews enhance our ability to produce project documents that are straightforward and easy to use by project decision makers.

HBM will work with the Library to develop a comprehensive total project cost estimate / budget worksheet. Our team has decades of experience with library budgets. We have worked with many library systems to establish and maintain budgets on a wide variety of project scopes and sizes. The process we typically use is as follows:

- Our budgets include all soft costs associated with the project as well as construction costs
- We start by working with the Library to develop concepts for the project that evolve into schematic designs. With these designs, we develop schematic budgets that correspond to the level of quality and complexity we envision for the project. We typically use square foot costs for the building and begin analyzing site development costs with some detail
- When we move into the design development phase, we test cost implications on various building systems, so that we can go to the stakeholders and review options for building systems and their impact on the budget
- At the end of the design development phase, we develop a detailed cost estimate so that we have a very clear understanding of the budget before starting construction documents
- During the construction document phase, we have scheduled meetings with our team to review progress and monitor the development of the design detailing to ensure that the project stays on track with the budget
- At the end of the construction document phase, we finalize a detailed cost estimate before bidding
- We have also provided many clients with a draw schedule, mapping out the cost to the Owner during each phase of the project. The draw schedule also assists with projecting necessary fund-raising efforts throughout the course of the project

SCOPE OF SERVICES, COMPLETION

BUDGET DEVELOPMENT PROCESS
Budget Development & Cost Estimates continued

The following table shows the cost associated with the construction portion of a project. Other costs such as soft costs, furniture, equipment, site acquisition, etc are not reflected here. When establishing the overall budget we include a contingency.

The contingency is developed to accommodate any unforeseen conditions that may arise during the course of the project and is included within the total project budget. The contingency is typically derived from a percentage of the construction cost and is used as a security blanket to cover costs associated with unpredictable site conditions and construction costs.

Most often the balance of the contingency remains unused unless the Owner wishes to re-purpose those funds for upgrades to the building or site. Whatever portion remains unused is returned to the Owner.

The table below demonstrates our ability to successfully complete projects of various sizes and scopes within the total project budget. The projects listed were completed within the past 5 years. Additional project cost information is available upon request.

<table>
<thead>
<tr>
<th>PROJECT NAME</th>
<th>TYPE</th>
<th>BUDGET</th>
<th>ESTIMATE</th>
<th>FINAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sylvania Branch Library Toledo-Lucas County Public Library</td>
<td>Renovation &amp; Expansion</td>
<td>$5,300,000</td>
<td>$4,638,000</td>
<td>$4,191,192</td>
</tr>
<tr>
<td>Sanibel Public Library</td>
<td>Renovation</td>
<td>$4,556,492</td>
<td>$4,556,492</td>
<td>$4,489,719</td>
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<tr>
<td>Middleburg Heights Branch Library Cuyahoga County Public Library</td>
<td>New Construction</td>
<td>$6,200,000</td>
<td>$6,030,000</td>
<td>$6,193,449</td>
</tr>
<tr>
<td>Madison Public Library Huntsville - Madison County Public Library</td>
<td>New Construction</td>
<td>$6,947,327</td>
<td>$6,596,915</td>
<td>$5,296,070</td>
</tr>
<tr>
<td>King Road Branch Library Toledo-Lucas County Public Library</td>
<td>New Construction</td>
<td>$6,805,000</td>
<td>$6,805,000</td>
<td>$6,698,000</td>
</tr>
<tr>
<td>Orange Branch Library Cuyahoga County Public Library</td>
<td>New Construction</td>
<td>$5,305,000</td>
<td>$5,070,000</td>
<td>$4,973,779</td>
</tr>
<tr>
<td>Oregon Branch Library Toledo-Lucas County Public Library</td>
<td>Renovation &amp; Expansion</td>
<td>$4,000,000</td>
<td>$3,500,000</td>
<td>$3,458,428</td>
</tr>
<tr>
<td>Vinton Library Roanoke County Public Library</td>
<td>New Construction</td>
<td>$7,200,000</td>
<td>$7,061,732</td>
<td>$7,175,090*</td>
</tr>
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<td>Bellevue Public Library</td>
<td>Renovation &amp; Expansion</td>
<td>$2,279,250</td>
<td>$2,209,952</td>
<td>$2,163,316</td>
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<tr>
<td>Grove City Library Southwest Public Libraries</td>
<td>New Construction</td>
<td>$10,800,000</td>
<td>$10,800,000</td>
<td>$10,694,923</td>
</tr>
</tbody>
</table>

*The Library added scope to the project to utilize more of their initial budget
Incorporating Energy Efficiency

We will help you determine the sustainability goals for the project early in the design phase and evaluate any cost implications. Considerations can also include LEED Certification, Green Globes, Living Building Challenge, NZEB, WELL Building Standard, and EDGE sustainability standards.

After setting goals we conduct a sustainability charrette-style work session where the LEED score card can be used as a guide for developing options for improving the sustainable features of the library buildings. Even if certification is not being pursued, the building will be designed with energy efficiency, durability, flexibility, longevity, and responsiveness in mind. Charrette session participants are typically the administrative and design teams, however, we could also extend invitations to stakeholders as an additional engagement / visioning opportunity.

The evaluation of energy use in a building can be a significant part of the sustainable design process. Our team can also perform a life-cycle cost analysis where we compare the up-front costs with ongoing maintenance costs for systems that are under consideration for replacement, and investigate alternative strategies. After the charrette session, we will evaluate options selected and determine the best course of action.

A raised access floor system allows for total flexibility in the configuration of the main library space by being able to relocate technology wiring, access to power outlets, and contributes to the sustainability and efficiency of heating and cooling systems. Under-floor air distribution systems used with a raised access floor allow you to only condition the space that people are occupying instead of the entire building volume. Under-floor air distribution also presents flexibility and added comfort allowing for easy regulation of air flow and movement of vents when library space is reconfigured. This system also presents both a cost and energy savings because you may be able to purchase and install smaller mechanical units.

Although not all of our clients choose to pursue LEED certification, our team members continually look for opportunities to incorporate sustainable design principles into all of our projects. In the past we have worked with many clients who decided over the course of the project not to fund the certification process. However, these projects still retained and benefited greatly from the sustainable design principles that were employed and executed even though formal LEED certification was not sought.

Maintenance Considerations in the Design Process

We are very aware that a public library building is a long term investment. Our mantra is about “sustaining the resources” which does not only refer to green initiatives but also considers long term operating and maintenance costs. We refer to this latter initiative as “cheap to keep” which is a critical consideration in our design process. Our extensive experience of over 40 years of designing public libraries has provided us with a tremendous understanding of what works and what does not. We also spend considerable time meeting with maintenance staff during the design process understanding their preferences from the standpoint of consistency with other facilities, personal experiences, and local availability for service.

ADA Compliance in Libraries

Considerations for adhering to the ADA guidelines in library planning and design are standard practices for our firm. We are careful to design shelving areas with greater than stipulated distances between and around stacks for customers with disabilities or even customers pushing a stroller to have ample room to browse and circle around the end of the stack in one motion. We are also proponents of designing with lower shelving heights which has not only improved accessibility, but also browse-ability and increased material circulation.

We design restrooms with appropriate clearances and fixture heights to ease mobility. We design for low-profile changes in flooring types for smooth transitions and use carpet types / colors as markers to indicate separations between staff and public spaces. Additionally, we also provide increased lighting over tables in areas where research or heavy reading may occur to alleviate eye strain.
A Name & Address of Firm and the corporate officer authorized to execute agreements

HBM Architects, LLC
1382 West 9th Street, Suite 300
Cleveland, Ohio 44113
216.241.1100 x12
Peter Bolek, AIA, NCARB, President & Director of Design
Michigan License #1301051537
pbolek@HBMarchitects.com
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B Firm’s History

HBM is a nationally recognized architectural firm focused on library planning and design throughout the country. Our growth nationwide and history of success with libraries is built on our collaborative approach to design and community involvement. We have worked with more than 400 libraries since the firm was established in 1976. We explore and help shape library trends as a result of our involvement with libraries across the country. We are known for a broad range of design solutions and architectural styles because we create buildings that resonate with the unique character of each community.

Ownership
Peter Bolek, AIA, NCARB | President & Director of Design
James Shook, RA, LEED AP BD+C | Principal & Project Manager
Kevin Kennedy, RA, NCARB, LEED AP | Principal & Project Manager

Organizational Structure

ASSOCIATES
Stephanie Peters, RA, NCARB, LEED AP BD+C | Associate, Project Architect
Stephanie Shook, NCIDQ, IIDA, LEED AP | Associate, Director of Interior Design

STAFF
Lou Trostel, RA | Project Architect / Construction Administration
Tim Neufer, AIA | Project Architect
Meagan Calnon, RA, NCARB | Project Architect
Caitlin Duffy, AIA | Architect
David Franklin | Design
Anne Kuruc | Design
Brooke Breiner, NCIDQ, LEED AP ID+C | Interior Designer
Katie Gaukin, NCIDQ | Interior Designer
Tiffany Poje, NCIDQ, LEED AP | Interior Designer
Mackenzie Marinelli, IIDA Associate | Interior Design
Renee Moldovansky, LEED AP | Library Planning
Taylor Evans | Marketing Coordinator
Patty O’Neill | Office Manager
FIRM / RESUME INFORMATION

Organizational Structure continued

Peter Bolek, AIA, NCARB
President & Director of Design

James Shook, RA, LEED AP BD+C
Principal & Project Manager

Kevin Kennedy, RA, NCARB, LEED AP
Principal & Project Manager

Stephanie Peters, RA, NCARB, LEED AP BD+C
Associate & Project Architect

Stephanie Shook, NCIDQ, IIDA, LEED AP
Associate & Director of Interior Design

Renee Moldovansky
LEED AP
Library Planner

Taylor Evans
Marketing Coordinator

Patty O’Neill
Office Manager

ARCHITECTURAL TEAM
Lou Trostel, RA
Project Architect / Construction Administration

Tim Neufer, AIA
Project Architect

Meagan Calnon, RA, NCARB
Project Architect

Caitlin Duffy, AIA
Architect

Anne Kuruc
Design

David Franklin
Design

INTERIOR DESIGN TEAM
Brooke Breiner, NCIDQ, LEED AP ID+C
Interior Designer

Tiffany Poje, NCIDQ, LEED AP
Interior Designer

Katie Gaukin, NCIDQ
Interior Designer

Mackenzie Marinelli,
IIDA ASSOCIATE
Interior Design

Location of Management
HBM Architects, LLC
1382 West 9th Street, Suite 300
Cleveland, Ohio 44113
216.241.1100 x12
This is to Certify That

**HBM ARCHITECTS, LLC**

(a(n) Ohio FOREIGN LIMITED LIABILITY COMPANY)

was validly authorized on June 16, 2017, to transact business in Michigan, and that said limited liability company holds a valid certificate of authority to transact business in this state, and has satisfied its annual filing obligations.

This certificate is issued pursuant to the provisions of 1993 PA 23 to attest to the fact that the limited liability company is in good standing in Michigan as of this date and is duly authorized to transact in this state any business set forth in its application which a domestic limited liability company formed under this act may lawfully conduct except as limited by statements in its Application for Certificate of Authority or under the law of its jurisdiction of organization.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.

In testimony whereof, I have hereunto set my hand, in the City of Lansing, this 26th day of March, 2019.

Julia Dale, Director
Corporations, Securities & Commercial Licensing Bureau

Certificate Number: 19031726890

Verify this certificate at: URL to eCertificate Verification Search http://www.michigan.gov/corpverifycertificate.
As design principal and President of HBM Architects, Peter Bolek is the heart of the firm’s collaborative working model and takes an active role in both strategic and detailed design solutions in the studio. His passion lies in the belief that in addition to solving the complex and pragmatic needs of a client’s program, design has the transformative power to enhance our everyday life experiences. Peter provides design leadership and insight into all of the firm’s projects, as well as acting as the project designer on the firm’s most significant projects.

Peter has more than 25 years of experience with public sector clients and has participated in, and orchestrated all facets of feasibility studies, programming, planning, design, and construction of projects throughout the country. With a strong emphasis on sustainability and the integration of LEED strategies, the firm’s designs include multifaceted solutions spanning many styles from historic to contemporary and have been recognized by the American Institute of Architects, Association of Licensed Architects, Library Journal Magazine, and American Libraries Magazine for excellence in design.

In addition to quality design solutions, Peter endeavors to adapt each project appropriately to its community, function, and site. Using design charrettes, he works through a collaborative process with the firm’s clients resulting in completed projects that fit perfectly within their communities.

**SIMILAR PROJECTS OVER THE PAST 5 YEARS (A PARTIAL LIST)**

- Napoleon Public Library - renovation and expansion of a Carnegie library | OH
- Ann Arbor District Library - building program for a new main library | MI
- Anythink Libraries - planning study for 2 new buildings | CO
- Pueblo City-County Library District - main library renovation | CO
- Kanawha County Public Library - Main Library - expansion and renovation of an historic building | WV
- York County Public Library - Yorktown Library expansion and renovation | VA
- Spring Hill Public Library - adaptive reuse | TN
- Cuyahoga County Public Library - 6 branches | OH
- Cleveland Public Library - expansion and renovation of the historic South Branch | OH
- Baltimore County Public Library - facilities master plan | MD
- Huntsville-Madison County Public Library - a new Madison Public Library | AL
- Charlotte - Mecklenburg Library - Morrison Regional Library expansion & renovation | NC
- Texas A&M University - Evans Library renovation | TX
- Roanoke Public Libraries - Raleigh Court Branch expansion and renovation | VA
- Roanoke County Public Library - 3 new Branches including Main Library | VA
- Jefferson-Madison Regional Library - Northside Library (adaptive reuse) | VA
- Bellevue Public Library - expansion and renovation of a Carnegie Library | OH
- Dexter District Library - a new 30,000 SF library building | MI

**SPEAKING ENGAGEMENTS**

- 9/2018 Library Journal Design Institute - Cherry Hill, NJ
  “Changing Spaces” in today’s library
- 06/2018 American Library Association Annual Conference, New Orleans, LA
  “Transforming Spaces: Promoting Inclusion In and Through Library Interiors”
- 10/2016 Library Journal Design Institute - Charleston, SC
  Inside the Box: Interior Spaces in Libraries Before It’s Real: Pre Pre-Design
- 4/2016 Public Library Association Conference - Denver, CO
  Creating Alternative Library Facilities
- 4/2016 AAHSL Symposium - Philadelphia, PA
  Teaching & Learning in New Library Spaces
- 6/2015 American Library Association Annual Conference - San Francisco, CA - Libraries as Centers of Innovation
JAMES SHOOK
RA, LEED AP BD+C

PRINCIPAL & PROJECT MANAGER

James brings nearly 25 years of experience to your project. As a principal of the firm, James' focus is on the design phases of projects and day to day coordination with the design team. He leads our team's process to develop and test design concepts that respond to the building program and then evolve into a cohesive design solution. Overseeing and engaging project architects and junior staff assisting on projects, James promotes an office culture of professional development and continual staff education.

As a Project Manager, his strengths include the design and management of complex, multi-discipline, sustainable projects. His responsibilities include being the primary liaison / point of contact for projects that he manages. Clients regularly comment on how comfortable and assured they are working with James on all of the decisions to be made throughout the design process.

James is LEED AP BD+C certified and oversees the firm's sustainable design strategies and maneuvers the project team through the LEED Certification process. His design coordination, sustainable design strategies, and collaboration with the Owner and engineering team translates into comprehensive construction documents and a successful construction administration phase.

SIMILAR PROJECTS OVER THE PAST 5 YEARS

- Cuyahoga County Public Library - a new Bay Village Branch | OH
- Dowagiac District Library expansion & renovation of a Carnegie Library | MI
- Lakewood Public Library - Madison Branch expansion and renovation | OH
- York County Public Library - Yorktown Library expansion and renovation | VA
- Findlay-Hancock Public Library - expansion and renovation | OH
- Stark County District Library - a new Jackson Branch Library | OH
- Spring Hill Public Library-adaptive reuse | TN
- Tuscarawas County Public Library - Main Library expansion and renovation of an historic building | OH
- Stark County District Library - Branch Re-imagining (7 branches) | OH
- Kanawha County Public Library - Main Library - expansion and renovation of an historic building | WV
- Texas State University - Alkek Library renovation | TX
- Cuyahoga County Public Library - a new Middleburg Heights Branch | OH
- Huntsville-Madison County Public Library - a new Madison Public Library | AL
- Charlotte - Mecklenburg Library - Morrison Regional Library expansion & renovation | NC
- Texas A&M University - Evans Library renovation | TX
- Roanoke Public Libraries - Raleigh Court Branch expansion and renovation | VA
- Roanoke County Public Library - a new Vinton Branch | VA
- Cuyahoga County Public Library - a new Orange Branch | OH
- Jefferson-Madison Regional Library - Northside Library (adaptive reuse) | VA
- Wichita Public Library - planning for a new Main Library | KS
- Bellevue Public Library - expansion and renovation of a Carnegie Library | OH
- Southern Illinois University - Medical Library renovation | IL
- Atlanta-Fulton Public Library - a new East Roswell Branch | GA
- Dexter District Library - a new 30,000 SF library building | MI

SPEAKING ENGAGEMENTS

- 03/2019 US Green Building Council - Roanoke, Virginia
  Presentation and tour of the Vinton Library discussing sustainable design strategies and obtaining LEED Certification. This program is being submitted for professional CEU’s from both the GBCI and AIA.
MEAGAN CALNON
RA, NCARB
PROJECT ARCHITECT

Meagan is a staple on the project team beginning with the programming or schematic design phase and remains engaged throughout construction. Her role on projects provides an opportunity to interface with clients and work through creative solutions from concept to completion using a variety of graphic and construction methods. Meagan's responsibilities also include coordination of consultants, mentoring junior staff, code review, and materials / specifications research. She is also experienced with leading the development, detailing, and documentation of the building envelope, performing existing building analysis and working with historic Carnegie Libraries.

Additionally, Meagan works with library administration, staff, board members, community members, and stakeholders during outreach and input gathering sessions. She collaborates with the overall project team during internal design charrettes and through client presentations. Meagan has a very well rounded tool-kit to bring to the team. Using her experience with a variety of design software, she actively focuses on taking design concepts through schematic design, design development, construction documents, bidding, and through the construction phase into punch lists and project close-out.

RECENT PROJECT EXPERIENCE
Dowagiac District Library - Expansion & Renovation | MI
Stark County District Library - Jackson Branch New Building | OH
Clarksville-Montgomery County Public Library - North Branch | TN
Cleveland Public Library - South Branch | OH
Stark County District Library - Branch Library Re-imagining | OH
Harford County Public Library - Master Plan | MD
Western Maryland Regional Library - Master Plan | MD
Baltimore County Public Library - Master Plan | MD
Perry County District Library - Somerset Branch | OH
Toledo-Lucas County Public Library - Main Library Gallery & Business Center | OH
Charlotte-Mecklenburg Library - Morrison Regional Library | NC
Hudson Library & Historical Society - Partial Renovation | OH
Penn State University - Harrell Health Sciences Library | PA
Stark County District Library - Jackson Branch Temporary Location | OH
Butler County Community College - Heaton Learning Commons | PA
Westlake Porter Public Library - Partial Renovation | OH
Roanoke County Public Library - Vinton Library | VA
Toledo-Lucas County Public Library - Oregon Branch | OH
Sandusky Library - Partial Renovation | OH
Southern Illinois University - Medical Library | IL
Bellevue Public Library | OH
Nashville Public Library - Southeast Davidson Branch | TN
Jefferson-Madison Regional Library - Northside Library | VA
Wright Memorial Public Library | OH
Rhinelander District Library | WI
LOU TROSTEL
RA

PROJECT ARCHITECT & CONSTRUCTION ADMINISTRATION

Lou supports the evolution of projects from planning through construction, develops final detailing for projects, and reviews documents for quality control. He has more than 30 years of experience in architectural design and construction administration.

Lou’s experience also includes: construction field inspection, preparing field logs, data / progress reports, reviewing RFI’s, shop drawings, pay applications, and change orders. Lou’s accumulated experience in the architectural field is a resource and essential part of promoting the professional development of the HBM team.

Lou is also a resident of Shaker Heights.

PROJECT ROLE
Quality Control / Document Review & Construction Administration

EDUCATION
Master of Architecture
University of Colorado

Bachelor of Environmental Design
University of Colorado

REGISTRATION
Registered Architect | Ohio

SIMILAR PROJECTS OVER THE PAST 5 YEARS
Toledo-Lucas County Public Library - Main Library - Renovation of an historic Art Deco building | OH
Stark County District Library - a new Jackson Branch | OH
Tuscarawas County Public Library - Main Library - expansion and renovation of an historic building | OH
Cleveland Public Library - South Branch - expansion and renovation of a Carnegie Library | OH
Perry County District Library - a new Somerset Branch | OH
Cuyahoga County Public Library - a new Middleburg Heights Library | OH
Roanoke Public Libraries - Raleigh Court Branch Library expansion and renovation | VA
Bellevue Public Library - expansion and phased renovation of a Carnegie Library | OH
Southwest Public Libraries - a new Grove City (Main) Library | OH
Toledo-Lucas County Public Library - a new King Road Branch Library | OH
Sandusky Library 2015 Updates / renovations | OH
Toledo-Lucas County Public Library - Oregon Branch Library expansion and renovation | OH
Southern Illinois University - Medical Library - phased renovation | IL
Texas Medical Center Library - renovations | TX
Gilmour Academy - a new Center for Performing Arts | OH
As an Associate of the Firm and Director of HBM’s Interior Design Studio, Stephanie oversees a staff of 5 interior designers with the goal of progressing the firm forward, engaging in mentoring, and promoting professional development. She reviews and troubleshoots interior selections and documents, leads design charrettes to help generate ideas for project solutions, and collaborates with her team to establish palettes, finishes, and selections. Stephanie also ensures that the Interiors workload is evenly distributed with any needed support to achieve project goals and schedule milestones.

Stephanie has nearly 25 years of experience and has been responsible for all aspects of interior design including programming, space planning, interior design, finish selection, furniture selection, custom cabinetry design and detailing, interiors package coordination, construction and installation administration, project management, project close-out, and follow-up services. Stephanie also develops unique solutions for refreshing existing furniture to update fabrics and integrate technology / access to power.

One of her strengths is handling and coordinating the multitude of details that arise from the assembly and execution of the interiors package. Stephanie works very closely with our clients throughout the project to ensure that every detail has been attended to and that the client’s vision is realized.

SIMILAR PROJECTS OVER THE PAST 5 YEARS (A PARTIAL LIST)

Cuyahoga County Public Library - 6 branches | OH
York County Public Library - Yorktown Library expansion and renovation | VA
Tuscarawas County Public Library - Main Library expansion and renovation of an historic building | OH
Kanawha County Public Library - Main Library - expansion and renovation of an historic building | WV
Cleveland Public Library - South Branch - expansion and renovation of a Carnegie Library | OH
Ida Rupp Public Library - Marblehead Peninsula Branch - adaptive reuse | OH
Perry County District Library - a new Somerset Branch | OH
Roanoke County Public Library 3 Branches including Main Library | VA
Roanoke Public Libraries - Raleigh Court Branch expansion and renovation | VA
Jefferson-Madison Regional Library - Northside Branch Library adaptive reuse | VA
Penn State University - Harrell Health Sciences Library - phased renovation | PA
Nashville Public Library - Southeast Davidson Branch adaptive reuse | TN
Dexter District Library - a new 30,000 SF library building | MI

PUBLICATIONS / SPEAKING ENGAGEMENTS

04/2017  DEMCO Webinar Walkthrough: Re-evaluating Existing Library Spaces and Furnishings on a Budget
05/2017 Library Journal Design Institute - Columbus, Ohio Panelist for “Trends in Library Design” presentation/discussion
06/2016 American Library Association Annual Conference, Orlando, FL “Top Library Trends 2016”

AMERICAN LIBRARY ASSOCIATION - LLAMA PROGRAM SUPPORT

06/2018 American Library Association Annual Conference, New Orleans, LA “Transforming Spaces: Promoting Inclusion In and Through Library Interiors”
06/2017 American Library Association Annual Conference, Chicago, IL “The (In) Flexible Box: Transforming Older Library Spaces” “Snap, Crackle, Pop! Pop-up Libraries on a Shoestring”
BROOKE BREINER
NCIDQ, LEED AP ID+C
INTERIOR DESIGNER

Brooke is a lead interior designer with over 12 years of professional experience in a variety of industries and project types. She has experience managing both interior designers and architectural staff. Brooke is well versed in project visioning, programming, space planning, finish selections, FF&E selections, specifications, construction documents, and construction administration.

She works closely with our clients to develop innovative and lasting interior designs that compliment the overall building design idea and reflect the vision and goals of the owner. She generates and guides designs through FF&E selection, specifications, and construction documents bringing the design into reality. Brooke is involved with projects from start to finish to deliver a comprehensive interior design package.

SIMILAR PROJECTS OVER THE PAST 5 YEARS
Toledo-Lucas County Public Library - Main Library - Renovation of an historic Art Deco building | OH
Stark County District Library - a new Jackson Branch | OH
Anythink Libraries - Visioning for 2 new libraries | CO
Pueblo City-County Library District - Rawlings (Main) Branch Renovation | CO
Stark County District Library - Branch Library Re-imagining | OH
Texas State University - Alkek Library Renovations | TX
Cleveland Public Library - Rockport Branch Updates | OH
Toledo-Lucas County Public Library - Sylvania Branch expansion and renovation | OH
Sanibel Public Library - phased renovation | FL
Shaker Heights City Schools - Warm, Safe, and Dry Program | OH
Huntsville-Madison County Public Library - a new Madison Public Library | AL
Stark County District Library - Jackson Branch Temporary Location | OH
Charlotte - Mecklenburg Library - Morrison Regional Library renovation and expansion | NC
Toledo-Lucas County Public Library - a new King Road Branch Library | OH
Texas A&M University - Evans Library phased renovation | TX
Southwest Public Libraries - a new Grove City (Main) Library | OH
Hudson Library & Historical Society - 2016 Updates / renovations | OH
Sandusky Library - 2015 Updates / renovations to a Carnegie Library | OH
Westlake Porter Public Library - 2015 Updates / renovations | OH
Salem Public Library - Updates / renovations to a Carnegie Library | OH
Stark County District Library - Main Library Updates / renovations | OH
Jefferson-Madison Regional Library - Northside Branch Library adaptive reuse | VA
Toledo-Lucas County Public Library - Oregon Branch expansion and renovation | OH
Listing of Clients & Contact Information

**DEXTER DISTRICT LIBRARY, MI**
Paul McCann, Director
Dexter District Library
pmccann@dexter.lib.mi.us
734.426.4477
3255 Alpine Street, Dexter, Michigan 48130
Site feasibility analysis and comparison study, bond issue campaign support, library planning, programming, architectural design, and interior design services for a new 30,000 SF library building.

**SOUTHWEST PUBLIC LIBRARIES, OH**
Mark Shaw, Director
Southwest Public Libraries
mshaw@swpl.org
614.875.6716
3359 Park Street, Grove City, Ohio 43123
A new 45,500 SF library building replacing the existing Grove City Library. This building will also house the systems administrative functions and serve as a main library. This project was completed in 2016

**ANN ARBOR DISTRICT LIBRARY, MI**
Josie Parker, Director
Ann Arbor District Library
parkerj@aadl.org
734.327.4200
343 S 5th Ave, Ann Arbor, Michigan 48104
Development of a Building Program for a new 150,000 SF Downtown Library

**ROANOKE COUNTY PUBLIC LIBRARY, VA**
Richard L. Caywood, PE, Assistant County Administrator
Roanoke County
rcaywood@roanokecountyva.gov
540.776.7190
5204 Bernard Drive, Roanoke, Virginia 24018
- Site selection, Needs Assessment, Building Program, Design, and a new 54,000 SF Main / South County Library completed in 2012
- A new 15,000 SF Glenvar Branch completed in 2013
- A new 20,000 SF Vinton Branch completed in 2015

**DOWAGIAC DISTRICT LIBRARY, MI**
Matt Weston, Library Director
Dowagiac District Library
mweston@dowagiacdl.org
269.782.3826
211 Commercial Street, Dowagiac, Michigan 49047
The 7,236 SF renovation and 10,000 SF expansion of a Carnegie Library. The project involves removing a prior expansion and restoring the original Carnegie facade and entrance while placing a new addition on the rear of the building that matches in materiality with the original building.

**TOLEDO-LUCAS COUNTY PUBLIC LIBRARY, OH**
Jason Kucsma, Deputy Director
Toledo-Lucas County Public Library
jason.kucsma@toldeolibrary.org
419.259.5256
325 N Michigan Street, Toledo, Ohio 43604
- 15,000 SF Renovation and 3,500 SF Expansion of the Oregon Branch Library completed in 2015
- A new 21,500 SF King Road Branch Library completed in 2016
- System-Wide 10 Year Master Plan completed in 2017 evaluating 19 branches and a 300,000 SF Main Library.
- 21,300 SF Renovation and 3,900 SF Addition to the Sylvania Branch Library completed in 2018
- Phased Renovation of the 300,000 SF Art Deco Main Library currently under construction

**HUNTSVILLE-MADISON COUNTY PUBLIC LIBRARY, AL**
Sarah Sledge, Branch Manager
Madison Branch Library
ssledge@hmcpl.org
256-461-0046
142 Plaza Blvd, Madison, Alabama 35758
A new 25,000 SF branch library building
D  Listing of Clients & Contact Information continued

CUYAHOGA COUNTY PUBLIC LIBRARY, OH
Tracy Strobel, Deputy Director
Cuyahoga County Public Library
tstrobel@cuyahogalibrary.org
216.398.1800
2111 Snow Road, Parma, Ohio 44134

- A new 25,000 SF Warrensville Heights Branch Library completed in 2012
- Planning and Interior Design services for a new 30,000 SF Mayfield Branch Library completed in 2013
- An 18,000 SF addition to and renovation of the 12,000 SF Parma-Snow Branch Library including a new 400-seat black box theater, while connecting the branch to the library's Administrative Headquarters building completed in 2013
- A new 15,000 SF Orange Branch Library completed in 2015
- A new 16,000 SF Middleburg Heights Branch Library completed in 2018
- A new 16,000 SF Bay Village Branch Library currently in early visioning / design

E  Statement of Assurance
HBM Architects, LLC is not currently in violation of any regulatory rules, regulations, or litigation that may have an impact on the firm's operations.

F  What Sets Us Apart
HBM is on the cutting edge of library design and has an unparalleled knowledge of how to design wonderful spaces that meet the needs of all of the library's stakeholders.

We are a unique firm of 18 talented designers focused on library projects. Each person in the office is extremely experienced with library design, while actively engaged in the latest trends and topics regarding libraries throughout the world. This is in contrast with a firm that may have a small team aware of library planning within a large group of designers but is not acutely involved in library design. When we bring a project back to the office, we are not handing off work to inexperienced designers.

HBM Architects stays at the forefront of library planning and design by participating in national speaking engagements and events. We attend library conferences throughout the country, have hosted various webinars, and have written articles illustrating relevant topics impacting library design. We believe it is important to be concurrently involved in the latest ideas surrounding library design, as well as library operation, in order to produce projects that balance both beauty and function.

Through an engaging and informative process, we can encourage not only the library, but a variety of stakeholders and the community in building consensus and achieving the vision for your distinct library. We have been fortunate to have worked with progressive clients such as Cuyahoga County Public Library’s Sari Feldman and the Anythink Library’s Pam Smith among others.

Our biggest attribute is that we are committed to going above and beyond standard practices to make sure that every detail has the utmost consideration. We do not run our company with a bottom line mentality, but rather a commitment to making sure we are available, knowledgeable, and effective to all of our client’s needs.

We are dedicated to creating poignant structures within a community, with well-organized spaces that are able to evolve and adapt to your future needs.
FIRM / RESUME INFORMATION
F. ADDITIONAL INFORMATION

Where We Are Working

Alabama  Arizona  Colorado  Delaware  Florida  Georgia  Idaho  Illinois  Indiana  Kansas  Kentucky  Louisiana  Maryland  Michigan  Missouri  New Jersey  North Carolina  Ohio  Pennsylvania  Tennessee  Texas  Virginia  West Virginia

In-House Services

Library Programming & Planning
- Library Visioning
- Needs Assessments
- Feasibility Studies
- Building Programs
- Master Planning

Campaign / Fundraising Support
- Pre - Bond Planning
- Analysis of Options for Campaigns / Fundraising
- Grant Procurement Support
- Private Fundraising Support

Community & Stakeholder Outreach / Visioning
- Interactive & Educational Work Sessions
- Focus Groups / Input Sessions
- World Cafes
- Local Government Presentations
- Community Surveys
- Charrette Sessions

Presentation Materials
- Interior / Exterior Illustrated Renderings
- Computer Generated Renderings / Models
- Physical Models
- Brochures
- Presentation Boards
- Graphic Design Services

Architectural Services
- Site Analysis / Test Fits
- Building Assessments
- Maintenance Plans
- Concept Design
- Schematic Design
- Design Development
- Construction Documents
- Bidding / Negotiation
- Cost Estimating
- Specifications
- Construction Administration
- Project Close-out

- New Construction
- Expansion & Renovation
- Historic Restoration
- Interior Reconfiguration & Updates
- Building Demolition

Interior Design Services
- Interior Design materials selection for finishes, furniture, and equipment
- Custom Cabinetry & Displays
- Bidding / Negotiation for Interiors
- Signage Design
- Environmental Graphics
- Project Close-out

Sustainable Design Services
- Development of Sustainable Strategies for LEED Certification
- Completing the LEED Certification process
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Details</th>
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<tbody>
<tr>
<td>05.03.2019</td>
<td>Library Journal Design Institute - Columbia, SC</td>
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| 09.28.2018 | Library Journal Design Institute - Cherry Hill, NJ  
“Changing Spaces” in today’s library |
| 06.24.2018 | American Library Association, Annual Conference - New Orleans, LA  
Peter Bolek presented “Open to All: Promoting Inclusion In and Through Library Interiors” |
| 10.05.2017 | Ohio Library Council Annual Conference - Dayton, OH  
Kevin Kennedy presented “Visual Merchandising: Applying Bookstore Insight to Public Library Collections”  
in collaboration with the Toledo-Lucas County Public Library |
| 06.23.2017 | American Library Association, Annual Conference - Chicago, IL  
The entire HBM team was represented at the ALA conference to explore new technologies, learn about  
upcoming trends and network with libraries from across North America. |
| 05.05.2017 | Library Journal Design Institute - Columbus, OH  
Kevin Kennedy and HBM staff provided guided tours of the recently completed Grove City Library along  
with working on Design Challenges with library staff. Kevin Kennedy and Stephanie Shook also spoke in  
panel discussions. |
| 04.19.2017 | DEMCO Webinar  
Stephanie Shook walked listeners through “Re-evaluating Existing Library Spaces & Furnishings on a  
Budget” |
| 10.20.2016 | Library Journal Design Institute - Charleston, SC  
Peter Bolek presented Ohio’s Toldeo-Lucas County Public Library - King Road Branch in a panel  
discussion. |
| 06.03.2016 | American Library Association Annual Conference - Orlando, FL  
Stephanie Shook presented “Top Library Trends of 2016” to ALA attendants. |
| 04.18.2016 | Association of Academic Health Services Library - Philadelphia, PA  
Peter Bolek participated in the symposium themed “Teaching & Learning in New Library Spaces: the  
Changing Landscape of Health Sciences Libraries” through a presentation on “Thinking Differently,  
Embracing Dynamic Change & the Benefits of Flexible Space.” |
| 04.05.2016 | Public Library Association Conference - Denver, CO  
Peter Bolek presented thoughts on “Creating Alternative Library Facilities” |
| 02.01.2016 | Lead the Change: Library Design Workshop Webinar  
What to expect when working with architects - from planning, to design and construction, and how designs  
have revolutionized neighborhoods, become community connectors, and catalyzed the creative economy  
through innovation. |
| 12.04.2015 | Library Journal Design Institute - Nashville, TN  
Peter Bolek and Kevin Kennedy represented HBM at the LJDI Conference on “Reflecting the Community.” |
| 10.07.2015 | Ohio Library Council Annual Conference - Cincinnati, OH  
HBM presented thoughts on “New Ideas in Library Planning & Design: Integration into Existing Spaces and  
Considerations for New Buildings.” |
| 09.29.2015 | Library Journal Webcast  
Peter Bolek talked listeners through a presentation titled “Boundless Libraries: A  
Look at the 2015 New Landmark Libraries.” |
F. ADDITIONAL INFORMATION
CURRENT & RECENT PROJECTS
The following pages describe current and recently completed library projects. Additional information regarding these or any of our other projects is available upon request.

ALABAMA
Madison Public Library
The planning, design, and construction of a new 25,000 SF library on a new site replacing the existing library

COLORADO
Pikes Peak Library District - Library 21C
A new technology-rich library and administrative space in a 112,000 SF former MCI call center
Anythink Libraries (Adams County Public Library)
Currently in planning stage for 2 new buildings - 40,000 SF and 100,000 SF
Pueblo City-County Library
110,000 SF renovation to an iconic Antoine Predock building

FLORIDA
Sanibel Public Library
The re-imagining and reconfiguration / renovation of a 30,000 SF public library building

GEORGIA
East Roswell Branch Library
A new LEED Gold Certified 17,000 SF library

ILLINOIS
Southern Illinois University - School of Medicine Library
The phased renovation of a 24,000 SF medical library

INDIANA
Indianapolis Public Library
A new 25,000 SF branch library in an area that is underserved

KANSAS
Wichita Public Library - Central Library
Programming & concept design for a new 105,000 SF central library
Johnson County Library - Central Resource Library
Programming for the renovation of a 95,000 SF central library

KENTUCKY
Boone County Public Library - Hebron Branch Library
A new 30,000 SF branch library in a rapidly growing area

LOUISIANA
Louisiana State University - Health Sciences Library
The renovation of a 10,000 SF learning commons pursuing funding

MARYLAND
Baltimore County Public Library
19 Branch Master Plan
Harford County Public Library
11 Branch Master Plan
Western Maryland Regional Library
19 Branch Master Plan

MICHIGAN
Dexter District Library
A new 30,000 SF library on a site overlooking a community park
Ann Arbor District Library - Downtown Library Building Program

NORTH CAROLINA
Charlotte - Mecklenburg Library - Morrison Regional Library
The 2,500 SF expansion & 24,500 SF renovation of a public library

OHIO (A PARTIAL LISTING)
Lakewood Public Library - Madison Branch
The renovation, restoration and small expansion of an historic library building
Toledo-Lucas County public Library - Main
Renovation of the TLCPL 300,000 SF Main Library
Cuyahoga County Public Library - Middleburg Heights Branch
A new 16,000 SF branch library
Cleveland Public Library - South Branch
The renovation and expansion of a 9,000 SF Carnegie Library that has not been altered since construction in 1911
Muskingum Public Library System - Facilities Master Plan
5 Branch Libraries & a 60,993 SF Main Library
Marblehead Peninsula Branch Library
Adaptive re-use of a former restaurant into a branch library
Grove City Public Library
A new 45,500 SF library
Toledo-Lucas County Public Library - Sylvania Branch
A 21,246 SF renovation and addition
OHIO (A PARTIAL LISTING CONTINUED)
Toledo-Lucas County Public Library - 10-Year Master Plan
19 branch libraries and a 300,000 SF main library
Toledo-Lucas County Public Library - King Road Branch
A new branch library & outreach services center
Toledo-Lucas County Public Library - Oregon Branch
3,500 SF addition to and renovation of a 15,000 SF library
Cuyahoga County Public Library - Orange Branch
A new 15,000 SF branch library
Sandusky Library
A 62,000 SF library building - Carnegie Library, historic county jail, and addition linking both buildings; followed by a digital media studio and renovation of the children’s area
Westlake Porter Public Library
The expansion of a 30,000 SF library building to 75,000 SF, followed by a refresh and update of the children’s area

PENNSYLVANIA
Butler County Community College Library
The renovation of a 25,000 SF college library
Penn State University - Hershey Medical Center Library
The phased renovation of a 17,000 SF medical library

TENNESSEE
Clarksville-Montgomery County Public Library - North Branch
Site selection, planning, and design for a new 15,000 SF branch library in a previously under-served area
Nashville Public Library - Southeast Davidson Branch
The adaptive reuse of a vacant JC Penny store into a 25,000 SF branch library and 30,000 SF community center
Nashville Public Library - Bordeaux Branch
Library planning, concept design & community engagement for the renovation of a branch library
Nashville Public Library - Edmondson Pike Branch
Library planning, concept design & community engagement for the renovation of a branch library
Spring Hill Public Library
Adaptive reuse of 50,000 SF former Saturn Plant Administration Building into a new community library

TEXAS
Texas A&M University - Evans Library
The phased renovation of 60,000 SF of a university
Texas Medical Center Library
The phased renovation of a 76,000 SF medical library
Texas State University - Alkek Library
The phased renovation of a 58,000 SF of library space

VIRGINIA
Roanoke Public Library - Raleigh Court Branch
A 6,000 SF addition to an renovation of a 6,000 SF branch library
Jefferson-Madison Regional Library - Northside Branch
The adaptive reuse of a former building supply warehouse into a 36,500 SF branch library and 20,000 SF county storage facility
Roanoke County Public Library - Vinton Library
A new 20,000 SF LEED Certified branch library
Roanoke County Public Library - Glenvar Library
A new 15,000 SF LEED Silver Certified branch library
Roanoke County Public Library - South County Library
A new 54,000 SF main library following a needs assessment, building program, and site selection process
York County Public Library - Yorktown Library
11,000 SF renovation of existing library plus 10,000 SF addition

WEST VIRGINIA
Kanawha County Public Library - Main Library
We worked with the client to evaluate potential sites for a new main library, existing buildings that could be converted into a main library, and options for renovating and expanding the exiting facility. We are currently in the design stage for expanding and renovating the existing building

WISCONSIN
Rhinelander District Library
The expansion and renovation of a Carnegie library that is currently pursuing fundraising
Located just outside of Columbus, Ohio, Grove City is a picturesque small town with the charm and sentiment of an early American main street. The new 46,000 SF Grove City Library is prominently located in the city's historic district. With careful attention to detail, we were able to achieve a design solution that melds historic character with contemporary library services. The architectural treatment of the building's façade incorporates traditional and timeless materials such as brick, stone, decorative metal, and glass, and weaves them together in a dynamic arrangement which is reflective of the active street life. The building connects to Main Street with a terraced urban plaza where library patrons and the general community can congregate. The entry plaza continues a rhythm of existing pocket parks that line the street, providing a physical connector to the existing urban fabric.

The building features a raised access flooring system which allows for maximum long-term flexibility in the interior layout as well as providing cost-saving efficiencies in the heating and cooling systems. The library is saturated with cutting-edge technologies and features various meeting spaces, collaborative work spaces, vibrant teen and children’s areas, quiet reading and research areas, efficient staff areas, a business center, and a community living room. The library spaces are arranged to enhance visual and physical connections to the surrounding neighborhood and streetscape. Both the interior and exterior of the building are designed to provide active public space. The Grove City Library will be a valuable community asset in both its physical presence and through the services it provides. This new building serves as a main library for the Southwest Public Library system.
This unique 21,500 SF branch library and outreach facility project for the Toledo-Lucas County Public Library system was an opportunity to investigate a new service model within this community. The primary objective was to create a Pavilion with a focus on user space. The Pavilion collection is comprised of display for popular / new / highlighted materials in a variety of engaging configurations. Different types of seating and study areas equipped with access to technology also populate this space. A designated children’s area is enclosed with mobile display shelving and furniture items to maintain an open plan for easy adjustments. The library is staffed with one small fixed service point near the entry to assist with circulation, and two mobile kiosks that can be located according to need serving the children’s area, technology spaces, etc.

Between the Pavilion and Outreach Services is a shared collection area that allows the library to house more items than it could in a more traditional configuration without sacrificing user space. The bar dividing this area from the Pavilion is comprised of: a small staff work area, a content creation area, collaborative study rooms, a gaming area, and technology for public use. A raised access floor system allows for total flexibility in the configuration of the Pavilion and contributes to the sustainability and efficiency of heating and cooling systems. A large garage for housing the outreach service vehicles has also been incorporated into the site adjacent to the outreach services department.
This project centers around two additions and the renovation of an existing 17,370 SF branch library that has distinguishable wings which house a children's area in one and a large, flexible meeting room and cafe space in the other. A new East addition of a growing, curved glass facade provides a contemporary visual connector running North to South along the building. This also opens clear site lines upon entry to the expanded Children's Area, updated Meeting Room, Adult areas, Study Rooms, Staff Service Point, and new book displays. Passers-by and Library patrons now have more visibility into and out of the Library provided by the new glass facade, replacement of existing tinted glass, and opening up existing, hidden windows for more natural light.

The updated, existing Meeting Room is equipped with dividable walls that open up to a new Cafe and the Lobby Area, providing a large, flexible space for community use and overflow event space. Opposite, the changes on the West end provide visitors with a Quiet Reading Area with a featured fireplace.

The interior renovation highlights the most memorable interior features, including warm, red brick walls and existing arched windows. Warm materials are used on an angled wood ceiling and also consistent throughout the library on millwork and furnishings. Deep turquoise, warm copper and golden tones contrast and complement the textured wood and brick. An expanded entry emphasizes fixed and mobile new material displays giving patrons a browseable, bookstore experience. The central service point is an anchor in the library with good visibility to the Entry, Maker Space and Children's Area.

The expanded Children's Area features dynamic and playful interactive elements, new technology, and more variety of seating types for both children and caregivers. An existing exterior brick wall and archway was salvaged and re-purposed as a prominent design element featuring reading nooks. The addition of 8 study rooms, 2 conference rooms and 2 large flexible meeting rooms gives patrons the ability to work individually, in small groups, or participate in large programs that the library can now accommodate.
We began this project with a collaborative process of community input sessions. Through these sessions, we found an overwhelming response to having a contemporary building that would relate to the scale of downtown and form an entryway while acting as an icon and destination. We developed a series of vignettes that showed the development of the building form taking shape and shared these with the community throughout the design process. It was through these meetings that bold color backed by a combination of neutral stone and corrugated metal became the exterior palette for this iconic new library. The exterior architecture is carried inside the building through ceiling forms and color accents that create visual pathways and define areas for seating, browsing, and gathering without fixed walls.

Variations in flooring are used throughout the building to assist with intuitive way-finding, create pathways, and delineate changes in how a space is used. In the Children's Area hexagon carpet tiles in color clusters are used to create a fun and engaging geometry that inspired the “honeycomb” custom millwork piece featuring reading nooks on one side, and display shelving on the other.

Integrated technology encourages the use of mobile devices and provides infrastructure to accommodate future changes in use, products, and configuration. Materials are displayed with merchandising and circulation in mind. The rooftop patio features covered seating, an outdoor/indoor fireplace, and a large screen for community movie nights.

Raised access floor is used to provide flexibility and accessibility to outlets and air distribution throughout the building. Window films are used along the main facade to reduce solar heat gain and glare. Various other sustainable design strategies have been incorporated and LEED Certification has been achieved.

The prominent location of the library, with its community plaza, rooftop garden, and vendor-operated café, bring added vibrancy to the downtown. The site is a gateway into the historic downtown and leads to destinations along the Blue Ridge Parkway.
Winner of the 2018 IIDA Award for Best in Public / Civic Interior Design
Featured in Library Journal Magazine - Architectural Issue

**LOCATION**
Pepper Pike, Ohio

**SIZE**
15,000 SF

**COST**
$5,305,000

**COMPLETION**
2015

**SUSTAINABLE DESIGN**
Designed to achieve LEED Certification

**CLIENT**
Tracy Strobel, Deputy Director
tstrobel@cuyahogalibrary.org
216.398.1800
2111 Snow Road, Parma, OH 44134

Situated next to a community senior center and across from the local high school, this library enhances the existing assembly of community buildings. Situated on a natural plain of prairie grasses, the north and south walls allow views into and through the library. Materials inspired by the unique geography were selected to integrate seamlessly into the natural landscape.

Dark slate stone on the building’s exterior and massive fireplace represent the stone found in the creek beds of nearby Wiley Creek and the Chagrin River. Exposed wood columns and beams represent the vast forests of Northeast Ohio. Rich woods and warm colors are used throughout the building to create a comfortable and inviting environment.

The building features a raised access flooring system which allows for maximum long-term flexibility in the interior layout as well as providing cost-saving efficiencies in the heating and cooling systems. Demountable glass partition walls divide the space into rooms while extending visual lines of sight. Technology is infused into every area of the building.

The children’s area features an engaging interactive learning environment inspired by Aesop’s Fables. Through its design, location and materiality, the Orange Branch Library creates strong social and physical ties to the community.
MIDDLEBURG HEIGHTS BRANCH CUYAHOGA COUNTY PUBLIC LIBRARY
The new library serves as an anchor for the development of a bold new master plan for Middleburg Heights. The local mayor was very involved in the design review process because this new library is a benchmark for expressing the City’s vision for the architectural style of this development. By working closely with the City and Library, we were able to implement programs for a highly functional 21st century library within the unique constraints needed to pass City approvals. The prominent location of this new facility along a major road, supports the greater vision of both the City and CCPL.

The Middleburg Heights community currently has the largest population of people living with autism in CCPL’s service area. Our team worked with a consultant to develop a design, layout and color palette that are sympathetic to those with autism and how they experience the world around them. The Children’s Area also features interactive elements that support early literacy development and motor skills for autistic children. The soaring central volume of the library serves as a dramatic focal point for the building. An open floor plan is laid out with a hierarchy of spaces for natural sound mitigation as you move through the building. There is a connection from the Children’s Area to the adjacent park to take advantage of the outdoor space for programming opportunities.

This library also incorporates intuitive technology for both staff and patrons that is not always immediately visible such as staff use of Surface Pro tablets instead of being tethered to desktop computers. Additional features include: a drive-up service window and book drop, self-service café space with seating, a mobile gaming station for the Teen Area, Storytime Room, Fireplace reading area, and a vast array of outlets expanding access to power for patrons.
Library Journal Magazine: New Landmark Library
LEED Silver Certified
HBM worked very closely with the Cuyahoga County Public Library to accurately translate their vision and building program into an attractive, functional, high performance facility. The new 25,000 SF Warrensville Heights branch library is a flagship, setting the bar for projects that will follow. Beginning in 2010 HBM was selected to provide services for the first project in a series of branch improvements and replacements following the passage of a bond issue.

The performance of this building reflects an innovative approach to floor plan flexibility. Transparency for visual control, the use of raised floor systems for changeable technology and highly efficient air distribution all assisted in achieving LEED Silver Certification.

This branch was also the first in the system to house a book-themed interactive children’s area that promotes early literacy skills through the Library’s Play, Learn, Grow initiative. This space was based on the book “Let It Shine” by Ashley Bryant. Mr. Bryant's illustrations were brought to life along the walls and incorporated into free-standing displays throughout the space.

This branch library is co-located on the same site as a new YMCA facility and town hall building creating a new civic destination point for this community. HBM worked with the city and the firm designing the YMCA to coordinate site features, orientation, and create a unified frontage along the main road. This project was also the host location for Library Journal’s Design Institute event in December of 2012. This was the first time the event was held at a branch library instead of a large downtown main library due to comparable and flexible meeting space.

LOCATION
Warrensville Heights, Ohio

SIZE
25,000 SF

COMPLETION
2012

SERVICES
Architect of Record, Design Architect, and Interior Designer

CLIENT
Tracy Strobel, Deputy Director
tstrobel@cuyahogalibrary.org
216.398.1800
2111 Snow Road, Parma, OH 44134

LEED SILVER CERTIFIED

F. ADDITIONAL INFORMATION | CURRENT & RECENT PROJECTS
WARRENSVILLE HEIGHTS BRANCH CUYAHOGA COUNTY PUBLIC LIBRARY
This 30,000 SF project centers around re-imaging how the existing branch library and administrative headquarters buildings interact with the site and each other. The new addition links both buildings, expanding the branch library and creating a re-defined entry for the administrative headquarters. Working within the shell of the existing branch presented a number of challenges for this renovation / expansion project but it was important to the library and community to preserve that structure.

HBM conducted site evaluations and an assessment of the existing branch library building to consider the cost of various renovation options.

This unique project involves the development of an 18,000 SF library addition, a new 400 seat auditorium / black box theater, and the renovation of the existing 12,000 SF branch, creating a physical connection to the library system’s 185,000 SF administrative headquarters over a sloped site.

The Parma-Snow branch circulates more materials per square foot than any other library in the region. This expansion and forward-thinking update will provide unlimited potential to this community asset. The addition features a green roof and inviting landscape features to offset the green space that will be lost to new construction.
The Re-imagined Sanibel Public Library includes both behind the scenes infrastructure updates to maximize efficiency and lower operating costs within the existing library and functional updates and improvements to both public library and staff spaces.

These improvements include: new, larger windows to maximize the natural light and stunning views; four new Study Rooms; an enhanced browsing experience with more merchandising-style material displays; digital displays; a Business Center; a flexible Maker Space; mobile shelving and furniture that allows for flexible arrangements to host large library events; updated spaces for Children and Teens; and an expanded outdoor porch and revived outdoor courtyard space.

The interior design palette of Sanibel Public Library is inspired by a combination of the natural surroundings of the island as well as strategies for enhancing the existing architectural elements of the library building. The flooring materials incorporate layers of varying blues you would see at the shoreline as well as varied textures representing water transitioning to the tonal sand and shells along the beach.

Contrasts of warm woods and crisp white beach stones with layered shell textures and resins with natural imbedded materials will enhance custom built cabinetry and carry the natural island inspiration throughout the library. The Children and Teen spaces will feature brighter colors inspired by a combination of the fish swimming underwater in the Gulf of Mexico, and the colorful shells visitors find during a beach walk at sunset.

In order to continue offering services to the Sanibel community through construction, the library renovation used a phased approach.
This 1903 Carnegie Library currently has a lower level addition that connects to the upper level with an enclosed stair that blocks views to the historic front façade at street level. The 1973 addition aligns with the lower level and is accessed via an outdoor ramp to resolve prior accessibility issues.

Our proposed design would remove the 1973 “hamster tube” and lower level addition in order to restore the original Carnegie front entrance and re-build the exterior stair. A new addition with an on-grade entry would be placed on the back on the building and mimic the proportions of the original building. The Carnegie portion is composed of stone and three colors of brick. The addition is inspired by the historic building and would simplify this palette by using stone and the dominant brick color.

The functional entry on the Carnegie side goes into the upper level adult area and the layout is designed to have small service points addressing both the on-grade and upper level entries. The floor plan of the additional is designed for potential after-hours access to an area that includes the meeting room, a vending machine café space, restrooms, and support spaces. The first floor of the addition allows for deliveries and drive-up book returns adjacent to the staff workroom.

The ground floor also includes a dedicated teen area, maker space, self-checkout, face-out book display units. The upper level of the addition houses the children's area, a children's program room, small dedicated children's area service point, family restroom, and study rooms. Both floors of the Carnegie portion of the building contain adult areas for collections, seating, and public computer stations.

The Library owns the entire block and can expand backwards without losing parking and being able to preserve green space on the site for outdoor programming. The library is adjacent to a small downtown where the City has built a public park and large public parking lot across the street from the library. This lot is available to library patrons and can be used for overflow parking for large events.

HBM assisted the Library with their successful bond issue campaign by conducting community engagement sessions and developing renderings and conceptual site and floor plans.
HBM was selected to provide Programming and Planning services for a new Central Library facility in 2009 to replace the existing building. We developed a comprehensive building program and needs assessment package describing the goals and vision for the new library. This project also included a feasibility study for expanding and renovating their existing building.

The project was revisited in 2012, with HBM providing preliminary schematic design services for this project, reconciling the budget with the amount of buildable space available, and developing a flexible building layout. We also developed a plan for strategic future expansion in areas that anticipate growth / change but are contingent upon additional funding becoming available. These expansions could be completed with minimal impact to the rest of the library.

Our team conducted input gathering and work sessions with library staff, the library building committee, administration, city officials, stakeholders, and members of the community. The building program package for this project included a Written Building Program Narrative, Collection Analysis & Projection, Space Needs Analysis, Spatial Vignettes / graphic representations of desired spaces, Bubble Diagrams outlining adjacencies, Square Footage Comparisons, and Budget Information.

After the completion of this package, HBM assisted the Library with reviewing options, testing ideas, meeting with city officials, and providing updated budget information.

3-D Models
3-dimensional models were developed to accompany each of the concept diagrams in order to demonstrate ideas for how the building can grow over time. The original building program recommended a building size 1/3 larger than the budget allows. It is important to the Library that the layout and orientation of the building allow for future expansion once additional funding becomes available. This diagram demonstrates options for building out the 2nd floor over the roof of the 1st floor, expansion of the 1st floor, and further build-out of the 2nd floor over the 1st floor expansion.

LOCATION
Wichita, Kansas

SIZE
80,000 SF

COMPLETION
Our services ended in 2014, with the new library opening in 2018
The goal of the Building Program is to provide a road map for AADL to use when evaluating options for their Downtown Library. This document is designed to outline an ideal situation without being specific to either a new site, or to reconfiguring the existing library building. The Building Program is intended to be adaptable to whichever direction AADL decides to pursue, and is focused on describing necessary spaces, adjacencies, and conveying the ideas behind how spaces may be used.

This is intended to be a “working document” that can be updated or modified to assist the Library with internal decision-making regarding the future of the Downtown Library facility.

The building program process used a compilation of data from discussions with library leadership, questionnaires completed by department managers, a large staff input session, library board input sessions, observations by the HBM team during visits, and available building usage data. AADL also provided information about past significant building improvements such as additions, partial or full renovations, roof replacements, and elevator or HVAC equipment maintenance.

This document is organized in layers with the top layer (Priorities) at the front. The Priorities describe both short and long-term space needs. The Building Program section contains recommendations, adjacency diagrams, proposed square footages, and cost information. It is geared towards developing flexible spaces, creating spatial efficiencies, and updating adjacencies. The recommendations also consider optimization of spaces for future library services, and present ideas for how to respond to both a known and unknown future in which formats, technology, and community needs change quickly. Determining what comes next is less the issue than how the Downtown Library can be nimble and adaptable to future change.

Recommendations were developed with an eye toward creating spaces that truly serve the unique needs and demographics of library users at the Downtown Library. AADL’s facilities cannot be one size fits all. Each facility requires thoughtful design to create a tailored and immersive experience that will draw the community into the building to explore, learn, create, and connect.

The ideas expressed in this document are based on the discussions, responses, input, statistics and observations collected in 2018. It is expected that library materials, technology, programming, and service models will continue to evolve, and usage patterns will change. It is intended that this document will be revisited and updated based on the changes that come.
This project for the Nashville Public Library centered on the revitalization of a failing shopping mall and the surrounding neighborhood to create a fresh look for the building and setting not resembling its former use.

The City acquired a former 60,000 SF JC Penney store that anchored one portion of the mall and converted it into a fresh and energetic 25,000 SF Library and 30,000 SF Community Center. The facility shares a 24 hour lobby that provides vending, lockers, library materials drop-off, access to meeting rooms, and touch-screen displays with access to the library’s downloadable materials catalog.

Modifications to the building included opening up the facade to the park with large expanses of glass and light monitors bringing natural light into the center of the space. The library exterior is a mosaic of blue glass panels with highlighted views framed in clear glass blending with the solid panel mosaic on the community center portion of the building.

A large portion of the oversized parking lot was converted into a 5 acre community park with walking trails and a pavilion. The park serves as a front yard to the library and community center. The combined services for this site revitalize the mind, the spirit, and the body.
After the failure of a bond issue pursued with another architect, HBM was hired to find a suitable site that the community as a whole could endorse and generate support for the project passing a subsequent bond issue.

Through a series of community forums, public meetings, and research, HBM developed a list of over 32 possible locations and investigated 12 of those in greater detail before arriving at the best option.

Completed in the spring of 2009, the new library is located in the Central Business District adjacent to the Farmers Market on one side while overlooking a popular Community Park on the other.

Responsive to the community’s request, the library is a blend of traditional and contemporary forms taking advantage of the sloped site.

The design is a warm mix of natural materials including curved wood beams, wood ceilings, sandstone and brick masonry, and curved glass walls. The front facade of the library is pulled forward to match the architecture along Main Street.

The interiors are filled with natural light and include the same warm tones and variations in materials as the exterior while providing sweeping views in a modern library setting.
A 24/7 lobby offers media and book vending along with pick-up lockers for access to materials outside of operating hours. Customer service is based on a more retail style experience with easily browseable, reconfigurable displays, convenient access to technology and power, self-checkouts, digital signage, and a single mobile service point. The uncluttered look, bold visual elements, and eye-catching lighting all reinforce the library’s Smart Store brand.

HBM recently began construction for the new permanent location of the Jackson Township branch library. The new building is located adjacent to the former site and overlooking the soon to be redeveloped Jackson Township North Park. The library will share a site with a new amphitheater, recreational facilities, and other amenities further reinforcing this community destination point.
HBM worked with stakeholders to consider the development of other components beyond the library for this 50-acre site. Components included the following items: walk / bike trails, park / green space, a lake, a dog park, an amphitheater, a library farm, an outdoor classroom, outdoor reading areas, a skate park, sand volleyball courts, tennis courts, basketball courts, a performing arts venue, an athletic complex, a senior activity center, an indoor aquatic center, a baseball / softball field, a soccer field, an ice skating rink, and an outdoor aquatic center.

In addition to other community, staff, and stakeholder engagement activities we also conducted both Building Styles and Site Analysis work sessions. Building Styles is were our team assembles an array of 40 images depicting a variety of exterior building styles and building forms. The images demonstrate a variety of building materials and range from traditional to contemporary and everything in between. Participants place “dot” stickers on the images they like and think would be a good fit for their community.

In the Site Analysis session, participants worked in small groups and each group was given a site plan showing the proposed library site and its immediate surroundings. Participants worked in groups to determine the location of the building on the site, how the placement might effect the entry, parking, both vehicular and pedestrian traffic, where customer drop-off should be located, where deliveries could be made to the building, how drive-up services / materials drop-off could work, and where any outdoor program areas could be located. Each group was then given modeling clay to develop a building form on their potential site. A participant from each group then presented their ideas to all of the work session attendees.
In 2005 the Boone County Public Library began planning a replacement for their 6,000 SF branch that was no longer able to meet the needs and growing demands of library users in Hebron. At the time BCPL purchased a 50-acre parcel in Hebron has access to public transportation via a bus line.

Located in Northern Kentucky, the new Hebron Branch Library will serve a rapidly growing population in this portion of Boone County. The new branch will reflect characteristics of the county through the use of stone (reminiscent of the layered limestone substrate prevalent in the area) along with a slatted façade facing the main North Bend Road, suggesting a barrel motif related to the proximity of the historic Kentucky Bourbon Trail.

The building is situated on the site to take advantage of a raised hill overlooking a nearby main intersection, providing views to and from the library along North Bend. The large glass wall of the main reading/collection area faces north and west, providing views of the original forested areas of the site.

The library will also include a series of large and small Meeting and Study Rooms, a retired adult area, large Children’s and Teen Area’s with a dedicated program room, a drive-up book drop and service window, and parking for 125 vehicles. The library will feature an outdoor amphitheater, including a covered stage area, for public viewing of larger performances and access to public restrooms inside the library.

This new library building is designed to challenge current concepts in service delivery, assist with increased reliance on state-of-the-art technology, and inspire a lifetime of learning for all of Boone County. We helped BCPL consider options for how to best invest in the physical building, technology, furniture, fixtures and equipment. We worked together to examine the impact of the new building layout on staff and other operational resources to maximize not just the construction dollars, but also the operating and maintenance costs that will follow the project.
There is a system of walking trails that winds from the back of the library building throughout a large portion of the 26-acre site. Educational and reading stations have recently been added to the walking trails. A large portion of the site was not suitable for the library building due to topography and wetland conditions.
HBM began working with RCPL in 2006 on a needs assessment, building program, and system-wide site analysis evaluating the potential for constructing new library buildings in order to replace aging facilities that could no longer accommodate the needs of the Library and its customers. Once completed, this information helped the Library select a new location for its main library on a sloped 26 acre site across from an elementary school, adjacent to public athletic fields, and accessible to 1100 miles of pedestrian and bicycle paths via the Blue Ridge Parkway. This connection to nature was important to the library in the selection of building materials, color palettes, views, and building layout.

Completed in January 2012, this new 54,000 SF facility is more of a cultural center than just a library with over 12,000 SF dedicated to community use with meeting rooms, a 200 seat auditorium, café, bookstore, and special YA community/library room. All of the community spaces including the YA room are accessible after hours.

Investigating community partnerships, the Library also contracted with a local chain of coffee shops to operated a full-service cafe within the main library and a drive-up window to conveniently service customers outside of normal library hours.

Additionally, HBM conducted staff and community input sessions, town hall meetings, and meetings with county officials to build excitement and support for the project. We also developed brochures, presentation materials, and other items for marketing the project.

Recipient of The Virginia Library Directors Association - Outstanding Facility Award

LOCATION
Roanoke, Virginia

SIZE
54,000 SF

COMPLETION
2012

SERVICES
Architect of Record, Design Architect, and Interior Designer
Firm Overview

TBA is a leader in engineering design for the building construction industry. Our practice is diverse and includes educational, healthcare, institutional, public, residential, commercial, retail, and more. This varied experience results in a broad knowledge base of engineering systems to better serve our clients. TBA offers structural, mechanical, and electrical engineering design services nationwide with professional registration in forty-nine states, the District of Columbia, Puerto Rico and Alberta, British Columbia, & Ontario, Canada. Civil engineering services are offered throughout the midwest.

TBA’s collaboration with the design and construction team produces innovative and project specific engineered systems. We offer unique solutions incorporating today’s latest technologies with creative problem solving. We integrate the latest analytical software available for structural analysis and energy modeling as well as 3D Building Information Modeling (BIM) to provide system optimization of the structural, HVAC, energy conservation systems and building envelope.

Staff Statistics as of 2019

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<th>LEED APs</th>
<th>Registered CxA’s</th>
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Principals

Juan L. Castro, LEED AP
Guy R. Hicks, PE, LEED AP
Nathaniel J. Kobb, PE, CxA, LEED AP
Dennis P. Maillle, PE, LEED AP
Jeffery D. Miterko, PE, LEED AP
David L. Nemeth, PE, LEED AP
Donald J. Schehl, PE, LEED AP
Nicholas E. Steinert, PE, LEED AP

www.thorsonbaker.com
Firm Overview

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Staff Statistics

as of 2019

Total Staff Registered PE's 137 35
LEED APs
Principals
Juan L. Castro, LEED AP
Guy R. Hicks, PE, LEED AP
Nathaniel J. Kobb, PE, CxA, LEED AP
Dennis P. Maille, PE, LEED AP
Jeffery D. Miterko, PE, LEED AP
David L. Nemeth, PE, LEED AP
Donald J. Schehl, PE, LEED AP
Nicholas E. Steinert, PE, LEED AP
Registered CxA's 2 15

Library Experience

Ada Library Addition
Akron-Summit County Public Library
  Akron Main Library
  East Branch
  Maple Valley Branch
  McDowell Branch
  Mogadore Branch
  Tallmadge Branch
Amherst Public Library
Aurora Memorial Library
Barberton Public Library
Bellevue Public Library
Chillicothe & Ross County Library
Clarksville/Montgomery Public Library System
  Main Library
Cleveland Public Library
  Rockport Branch
  South Branch
  Woodland Branch
Cuyahoga County Public Library
  Brook Park Branch
  Chagrin Falls Branch
  Middleburg Heights Branch
  North Olmsted Branch
  North Royalton Branch
  Orange Branch
Cuyahoga Falls Public Library
Dalton County Public Library
East Cleveland Public Library
Euclid Public Library
Hudson Library
Houston Academy of Medicine
  TMC Library
Ida Rupp Public Library
Kirtland Library
Lakewood Library
Medina County District Library
  Brunswick Branch
  Buckeye Branch
  Highland Branch
  Lodi Branch
  Medina Main Library
  Seville Branch
Minerva Public Library
Muskingum County Library System
Perry County District Library
  Somerset Branch
Pickaway County Library
Portage County Law Library
Reed Memorial Library
Salem Public Library
Shaker Heights Library
Springhill Public Library
St. George School Library
Stark County Library System
  Jackson Township Branch
Stow Library
Stow-Munroe Falls Public Library
Toledo Lucas County Public Library
  Main Library
  Oregon Branch
Tuscarawas County Public Library
  Main Library
Twinsburg Public Library
University of Mount Union Library
Wadsworth Public Library
Westlake Porter Library
Wickliffe Public Library
Wright Memorial Public Library
Library Experience with HBM

Ada Library
Addition
Ada, OH | 3,500 SF

Bellevue Public Library
Addition & Renovation
Bellevue, OH | 16,500 SF

Clarksville-Montgomery County Public Library
Expansion & Renovation
Clarksville, TN | 9,300 SF

Cuyahoga County Public Library
Bay Village Branch
New Library
Bay Village, OH | 16,000 SF

Cuyahoga County Public Library
Orange Branch
New Library
Pepper Pike, OH | 15,000 SF

Harford County Public Library
HVAC Assessment & Master Plan - 11 Branches
Harford County, OH

Houston Academy of Medicine
TMC Library
Feasibility Study
Houston, TX

Hudson Library
Creativity Lab
Hudson, OH

Hudson Library
Teen Room
Hudson, OH

Ida Rupp Public Library
New Library
Port Clinton, OH | 4,500 SF

Kirtland Library
HVAC Equipment Replacement
Kirtland, OH

Lakewood Public Library
Madison Branch Library Renovation
Lakewood, OH | 5,000 SF

Muskingum County Public Library
Facilities Master Plan - 6 Branches
Defiance, OH

Oregon Branch Library
Renovation & Addition
Toledo, OH | 18,500 SF

Perry County District Library
Somerset Branch
New Library
Somerset, OH

Pickaway County Library
Renovation & Addition
Circleville, OH

Salem Public Library
Carnegie Library Renovation & Expansion
Salem, OH

Shaker Heights Library Assessment
MEP Assessment
Shaker Heights, OH

Toledo-Lucas County Public Library
Main Library
Phased Renovations
Toledo, OH

Tuscarawas County Public Library
Main Library Expansion & Renovation
New Philadelphia, OH | 24,800 SF

Wayne County Public Library
Dalton Branch Expansion & Renovation
Dalton, OH | 6,000 SF

Westlake Porter Library
Renovation
Westlake, OH

Wright Memorial Public Library
Building Assessment
Oakwood, OH
Guy R. Hicks, PE, LEED AP

Principal | Mechanical

Guy joined Thorson • Baker + Associates (TBA), in April 2008 as a Principal in the Mechanical Engineering Department after 17 years as Principal and Owner of Keyser/Hicks Engineering, Inc. His knowledge of the building industry is enhanced by nine years of construction experience prior to 33 years of engineering and design experience, an invaluable background when providing construction administration/observation services. His impressive portfolio includes the design of HVAC, plumbing, fire protection and energy management systems for institutional and educational buildings.

Education
Bachelor of Science in Mechanical Engineering
The University of Akron

Professional Registrations
Registered Professional Engineer Ohio and 48 additional States
LEED Accredited Professional

Best Representative Project Experience

Ada Library Addition
Ada, OH

Akron-Summit County Public Library System
Maple Valley Branch
Copley, OH

Amherst Public Library Expansion
Amherst, OH

Chagrin Falls Public Library
Chagrin Falls, OH

Chillicothe & Ross County Library
Frankfort, OH

Cleveland Public Library System
South Branch Library Historic Renovation
Cleveland, OH

Cleveland Public Library System
Woodland Branch Library
Cleveland, OH

Cuyahoga County Public Library System
Orange Branch
Pepper Pike, OH

Kirtland Public Library Assessment
Kirtland, OH

Lakewood Public Library Madison Branch Assessment
Lakewood, OH

Medina County District Library
Seville Branch
Seville, OH

Muskingum County Library System
Assessment of Six (6) Libraries
Defiance, OH

Richard Howe House Relocation & Rehabilitation
Akron, OH

University of Michigan - Henry Ford Estate Historic Renovation
Dearborn, MI

Wright Memorial Public Library
Oakwood, OH
Jeffery D. Miterko, PE, LEED AP

Principal | Electrical

Jeff joined Thorson • Baker + Associates (TBA) in February 1997. He is responsible for the management of our electrical department including development and implementation of department standards. Jeff provides engineering design support for our project managers, project engineers, and designers. He is also responsible for quality control, and supervises the preparation of construction documents. Jeff is very sensitive to economy of construction due to his extensive experience and working relationships with developers, contractors, and construction managers.

Education
Bachelor of Science in Electrical Engineering
The University of Akron

Professional Registrations
Registered Professional Engineer, State of Ohio and 48 additional States, the District of Columbia, Puerto Rico and Alberta Canada
LEED Accredited Professional

Best Representative Project Experience

Ada Library Addition
Ada, OH

Amherst Public Library Renovation
Amherst, OH

Bellevue Public Library
Bellevue, OH

Cleveland Public Library System
South Branch Library Historic Renovation
Cleveland, OH

Cleveland Public Library System
Woodland Branch Library
Cleveland, OH

Cuyahoga County Public Library System
Cuyahoga Falls Branch
Cuyahoga Falls, OH

Cuyahoga County Public Library System
Orange Branch
Pepper Pike, OH

Enquirer Building Historic Hotel Conversion
Cincinnati, OH

Jackson Township Library Interior Renovation
Massillon, OH

Kirtland Public Library Assessment
Kirtland, OH

Lakewood Public Library Madison Branch Assessment
Lakewood, OH

Tallmadge Church Historic Restoration
Tallmadge, OH

Westlake Porter Library Interior Renovation
Westlake, OH

Wayne County Public Library
Dalton Branch Library Addition
Dalton, OH
Dennis P. Maille, PE, LEED AP

**Principal | Structural**

Dennis is experienced in many areas of structural engineering. During his 25+ years with TBA he has served as project engineer, project manager and principal on a variety of engineering projects. The extent of his involvement has included structural design, preparation of construction drawings and specifications, and construction administration.

His 40+ years of project experience includes commercial, corporate, retail, medical, institutional, industrial, and public projects. He is sensitive to the economy of construction and the importance of meeting challenging deadlines due to his extensive experience and professional relationships with developers and construction managers.

**Education**

*Bachelor of Civil Engineering*
*Cleveland State University*

**Professional Registrations**

Registered Professional Engineer, State of Ohio and 40 additional states
LEED Accredited Professional

**Best Representative Project Experience**

**Ada Library Addition**
Ada, OH

**Amherst Public Library Renovation**
Amherst, OH

**Bellevue Public Library**
Bellevue, OH

**Cleveland Public Library System**
South Branch Library Historic Renovation
Cleveland, OH

**Cuyahoga County Public Library System**
North Olmsted Branch
North Olmsted, OH

**Cuyahoga County Public Library System**
North Royalton Branch
North Royalton, OH

**Cuyahoga County Public Library System**
Middleburg Heights Branch
Middleburg Heights, OH

**Ida Rupp Public Library**
Port Clinton, OH

**JACK (Horseshoe) Casino**
Historic Renovation
Cleveland, OH

**Medina County District Library**
Seville Branch
Seville, OH

**Minerva Public Library Renovation & Addition**
Minerva, OH

**Wadsworth Public Library**
Wadsworth, OH

**Wayne County Public Library**
Dalton Branch Library Addition
Dalton, OH

**Wright Memorial Public Library Assessment**
Oakwood, OH
David L. Myers, PE, PLS, CPESC

Senior Project Manager | Civil

David joined Thorson • Baker + Associates (TBA) in March 2015, as a Senior Project Manager in the Civil Engineering Department. Dave’s 20+ years of experience includes managing engineering teams, project coordination, stormwater engineering, infrastructure design, business development, and quality control management.

Formerly Dave was a business owner of David Myers & Associates, juggling the many tasks required to direct a Civil engineering office. Dave pays close attention to the project budget, expedites project schedules, streamlines communication with clients and government officials, coordinates project meetings, prepares calculations & reports, prepares construction documents, and can manage any aspect of the Civil Engineering design and management process.

Education
Certificate Degree in Land Surveying
University of Akron

Bachelor of Science in Civil Engineering
University of Akron

Associate Degree in Civil Engineering
Stark Technical College

Professional Registrations
Registered Professional Engineer OH, IN, KY, MI, PA & WV, Registered Professional Land Surveyor in Ohio, Certified Professional in Erosion & Sediment Control, 2015

Best Representative Library & Civil Project Experience

Barberton Public Library
Renovation & Expansion
Barberton, OH

Cleveland Public Library
South Branch Library Addition
Cleveland, OH

Cuyahoga Count Public Library
Middleburg Heights Branch Library
Middleburg Heights, OH

Jackson Township Library Interior
Renovation
Massillon, OH

Somerset Library
Somerset, OH

Stow Library
Stow, OH

The University of Akron Law School
Akron, OH

Broadview Heights Recreation Center
Broadview Heights, OH

Case Western Reserve University
Alumni Hall
Cleveland, OH

Cleveland Metropolitan School District
Skyline (Sunbeam) K-8 School
Cleveland, OH

Cleveland State University
The EDGE at CSU
Cleveland, OH

Middleburg Heights Library Waterline
Extension
Middleburg Heights, OH

The Ohio State University Marion Campus
Science Building
Marion, OH
Location & Proposed Personnel

HBM Architects, LLC
1382 West 9th Street, Suite 300
Cleveland, Ohio 44113
216.241.1100

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HBM Architects will be providing services from their office in Cleveland, Ohio. As a firm that practices nationally, we are experienced with successfully providing comprehensive library planning and design services to our clients around the country. HBM will serve as the Design Architect, Interior Designer, and Architect of Record.

Below is a table demonstrating the proximity to our office from current and recently completed library projects. Chesterfield is conveniently located within a comfortable driving distance from Cleveland and we are confident that we can provide responsive and comprehensive services throughout the duration of your project.

<table>
<thead>
<tr>
<th>Location</th>
<th>Distance</th>
<th>Drive Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indianapolis, Indiana</td>
<td>316 miles</td>
<td>4 hours, 49 minutes</td>
</tr>
<tr>
<td>Hebron, Kentucky</td>
<td>265 miles</td>
<td>4 hours, 12 minutes</td>
</tr>
<tr>
<td>Dowagiac, Michigan</td>
<td>259 miles</td>
<td>4 hours, 9 minutes</td>
</tr>
<tr>
<td>Charleston, West Virginia</td>
<td>252 miles</td>
<td>3 hours, 54 minutes</td>
</tr>
<tr>
<td>Chesterfield, Michigan</td>
<td>198 miles</td>
<td>3 hours, 11 minutes</td>
</tr>
<tr>
<td>Ann Arbor, Michigan</td>
<td>171 miles</td>
<td>2 hours, 42 minutes</td>
</tr>
<tr>
<td>Somerset, Ohio</td>
<td>169 miles</td>
<td>2 hours, 44 minutes</td>
</tr>
<tr>
<td>Grove City, Ohio</td>
<td>152 miles</td>
<td>2 hours, 32 minutes</td>
</tr>
<tr>
<td>Dexter, Michigan</td>
<td>144 miles</td>
<td>2 hours, 47 minutes</td>
</tr>
<tr>
<td>Napoleon, Ohio</td>
<td>144 miles</td>
<td>2 hours, 15 minutes</td>
</tr>
</tbody>
</table>
HBM Architects is located in the Warehouse District of Downtown Cleveland. The open plan of our office fosters collaboration and idea sharing across ample work stations and multiple pin-up and conference areas. We are equipped with technology for large-format printing, 3-D printing, remote access, video conferencing, virtual meetings, and group presentations.

HBM’s approach to technology and architectural modeling utilizes Autodesk’s Revit software to develop a comprehensive building model that can be shared with our engineering team as a single file. The ability to design and make changes in this format has streamlined our workflow and created an effective platform for collaborating with our consultants and our clients. Revit also gives us the ability to create accurate three-dimensional renderings of the exterior, interior, and building systems in addition to fly-by animations of the overall design. These renderings are a useful tool for project visualization with our clients during charrette sessions to generate ideas, and when finalized, the imagery helps build excitement and community support for library projects. We have used / are currently using Revit software for the following library projects:

- Kanawha County Public Library | Main Library (WV)
- Stark County District Library | Jackson Township Branch (OH)
- Findlay-Hancock County Public Library (OH)
- Spring Hill Public Library (TN)
- Boone County Public Library | Hebron Branch (KY)
- Cuyahoga County Public Library | Middleburg Heights Branch (OH)
- Cleveland Public Library | South Branch (OH)
- Perry County District Library | Somerset Branch (OH)
- Toledo-Lucas County Public Library | Sylvania Branch (OH)
- Huntsville - Madison County Public Library | Madison Public Library (AL)
- Charlotte-Mecklenburg Library | Morrison Regional Library (NC)
- Sanibel Public Library (FL)
- Southwest Public Libraries | Grove City Library (OH)
- Toledo-Lucas County Public Library | King Road Branch (OH)
- Penn State University - Harrell Health Sciences Library (PA)
- Roanoke Public Libraries | Raleigh Court Branch (VA)
- Toledo-Lucas County Public Library | Oregon Branch (OH)
- Roanoke County Public Library | Vinton Library (VA)
- Texas A&M University | Evans Library (TX)
- Cuyahoga County Public Library | Orange Branch (OH)
- Jefferson-Madison Regional Library | Northside Branch (VA)
- Nashville Public Library | Southeast Davidson Branch (TN)
- Atlanta-Fulton Public Library | East Roswell Branch (GA)
- Roanoke County Public Library | Glenvar Library (VA)

We have also used web-based construction management software to better share documents and collaborate with consultants and construction managers on projects located out of state. Our team has also used Autodesk’s Constructware for the East Roswell Branch Library project in Georgia. This software helped our team standardize forms and processes amongst the firms involved to keep the project moving and ensure that everyone was on the same page.

For the development of graphics, publications, and web-based material we use Adobe’s Creative Suite Design Premium software applications including InDesign, Photoshop, and Illustrator. We update our workstations, software, and server on a scheduled basis to maintain top-end, high-performance systems. We back up all electronic files and systems daily to both on and off site locations.
CONFLICT OF INTEREST
HBM Architects, LLC does not have any potential conflicts of interest in performing the requested services for the Library.
PROPOSED FEES
## Conceptual Design Phase

<table>
<thead>
<tr>
<th>Team Roles</th>
<th>Principal</th>
<th>Project Manager</th>
<th>Project Architect</th>
<th>Support Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL NUMBER OF HOURS</td>
<td>276</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BLENDDED HOURLY RATE</td>
<td>$170</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PROPOSED SUBTOTAL</td>
<td>$46,920</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HAND-RENDERING OF EXTERIOR (INSTEAD OF COMPUTER RENDERING)</td>
<td>$3,500</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>PROPOSED TOTAL</td>
<td>$50,420</td>
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</tbody>
</table>

Reimbursable expenses are in addition to the fees described above and would be billed at cost. These expenses are anticipated to be limited to printing / plotting and mileage.
HBM Architects typically derives our fee as a percentage of the total project construction cost. For this rough estimate, we spoke with a local contractor to better understand market rates for new construction in the greater Detroit area. Based on these discussions, we are assuming a construction cost range of approximately $350 - $375 / SF or $12,250,000 - $13,125,000 for a new 35,000 SF library building.

This number is reflective of current conditions and may change by the time your project enters the bidding phase due to inflation.

Assuming a 8.5% fee based on a 35,000 SF building and inclusive of library interior furnishings cost, the breakdown by phase would be as follows:

<table>
<thead>
<tr>
<th>Phase</th>
<th>% of Fee</th>
<th>Proposed Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schematic Design</td>
<td>20%</td>
<td>$208,250 - $223,125</td>
</tr>
<tr>
<td>Design Development</td>
<td>22%</td>
<td>$229,075 - $245,437</td>
</tr>
<tr>
<td>Construction Documents</td>
<td>35%</td>
<td>$364,437 - $390,469</td>
</tr>
<tr>
<td>Bidding</td>
<td>3%</td>
<td>$31,238 - $33,469</td>
</tr>
<tr>
<td>Construction Administration</td>
<td>20%</td>
<td>$208,250 - $223,125</td>
</tr>
</tbody>
</table>

**Total Proposed Fee** $1,041,250 - $1,115,625
Peter J. Bolek, AIA, NCARB, President, is authorized to sign this proposal on behalf of HBM Architects, LLC.

March 29th, 2019
HBM Architects is proposing to use a standard AIA document for the boilerplate agreement language and attaching a more refined version of the proposed approach table in “Section 1 Scope of Services, Completion”. We will work with you to make sure that the table accurately defines the scope to meet both your budget and timeline.

We are also open to other forms of agreement and would be willing to review any that you may suggest.
Thank You for reviewing this material