

**REVISED AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
BREC ADMINISTRATION BUILDING
BOARD ROOM
6201 FLORIDA BOULEVARD
BATON ROUGE, LA 70806
JULY 18, 2013
4:00 P.M.**

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JUNE 20, 2013 AND THE SPECIAL MEETING OF JUNE 22, 2013

III. REPORTS BY THE DIRECTOR

- A. FINANCIAL REPORT
- B. SYSTEM REPORTS
- C. OTHER REPORTS
 - 1. GOODWOOD MAIN LIBRARY
 - 2. MAINTENANCE REPORTS

IV. OLD BUSINESS

- A. TO VOTE TO ADOPT PROPOSED 2014 LIBRARY BUDGET
- B. UPDATE ON THE COOPERATIVE ENDEAVOR AGREEMENT (CEA) AMENDMENT FOR THE BRANCH LIBRARY IN THE ROUZAN DEVELOPMENT AND DECISION ON FUTURE COURSE OF ACTION – MR. LEO D’AUBIN

V. NEW BUSINESS

- A. PRESENTATION OF SCHEMATIC DESIGN FOR NEW RIVER CENTER BRANCH LIBRARY AND ACCEPTANCE OF THE SCHEMATIC DESIGN - MR. REX CABANISS, WHLC/SCHWARTZ SILVER ARCHITECTS
- B. TO VOTE TO SEND COMMENTS TO CITY-PARISH ADMINISTRATION CONCERNING TAX ABATEMENT PROPOSAL – MR. SPENCER WATTS

VI. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

IN ACCORDANCE WITH THE BOARD’S PUBLIC COMMENT POLICY, ALL ITEMS ON WHICH ACTION IS TO BE TAKEN ARE OPEN FOR PUBLIC COMMENT, AND COMMENTS AND QUESTIONS MAY BE RECEIVED ON OTHER TOPICS REPORTED AT SUCH TIME AS THE OPPORTUNITY IS ANNOUNCED BY THE PRESIDENT OF THE BOARD OR THE PERSON CONDUCTING THE MEETING.

Revised Minutes of the Meeting of the
East Baton Rouge Parish Library Board of Control

July 18, 2013

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the Board Room of the BREC Administration Building at 6201 Florida Boulevard on July 18, 2013. Mr. Travis Woodard, President of the Board called the meeting to order at 4:05 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Charles P. “Chip” Boyles, II, Mr. Jason Jacob; Ms. Tanya Freeman, and Ms. Kizzy Payton. Absent from the meeting was Ms. Melanie Way. Also in attendance were Mr. Spencer Watts, Library Director; Ms. Patricia Husband, Assistant Library Director of Branch Services; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Rhonda Pinsonat, Library Business Manager; Mr. Ronnie Pierce, Assistant Library Business Manager; Ms. Liz Zozulin, Executive Assistant to the Library Director; Mr. Brian Thornhill, Library LAN Administrator; and Ms. Kayla Perkins, Library Public Relations Specialist. Metropolitan Councilwoman Tara Wicker, District 10; Ms. Christine Nichols, Chairwoman of the Downtown Development District; Captain Blair Nicholson of the East Baton Rouge Parish Sheriff’s Office; and Mr. Leo D’Aubin, of the Parish Attorney’s Office; were also present. Mr. Rex Cabaniss, Mr. Rick Lipscomb and Mr. Russell Washer, all architects with WHLC Architects; Mr. Jim Mustian, reporter with *The Advocate*; Mr. Frank Hillyard, videographer for Metro 21; and about 30 people from the community also attended.

Mr. Woodard asked Ms. Zozulin to take the roll which she did. He then asked for the approval of the minutes of the regular meeting of the Library Board on June 20, 2013 and the Special Library Board meeting on June 22, 2013. The minutes of the meeting were unanimously approved on a motion by Ms. Payton, seconded by Ms. Freeman with one correction in each of the minutes.

Reports by the Director

A. Financial Reports

Mr. Woodard asked Mr. Watts to make his reports. Mr. Watts then asked Ms. Pinsonat to present the financial reports. Ms. Pinsonat said that the Statement of Revenues, Expenditures, and Encumbrances as of June 30, 2013 show operating expenditures of \$13,420,382.52 or 33.65% of the operating budget. Through June, the Library should have spent no more than 50.00% of the operating budget. Cash collections from property taxes for 2013 continue to remain consistent, as the Library is now 1.60% above the same six months in 2012.

Mr. Bardwell thanked Ms. Pinsonat for including the quarterly cash balance statement. He said he did not fully understand all the entries, but he would speak to Ms. Pinsonat later for an explanation of some of the details. He felt however, that it was helpful to have this information.

A. System Reports

Mr. Watts asked Ms. Stein to present the system reports. She gave her PowerPoint presentation, *Around the Parish in 90 Seconds* which included the months of June and July. The following were some of the highlights:

- The first Library Speed Dating with Careers occurred at the Scotlandville Branch Library with 65 teens speaking to local representatives of companies about careers with their firms.
- The Summer Reading Program for children at all branches featured many performers and programs such as the very popular Fun with Harvey Rabbit & Friends.
- Summer activities at the Library were held inside and outside of the branches with adults and children participating together on projects.
- On June 25th the Library bookmobile and staff partnered with BREC for the BREC on the Geaux event.
- Author and forensic anthropologist Mary Manhein, a.k.a. The Bone Lady, spoke to teens and adults about her work and her new novel, *Floating Souls The Canal Murders*
- The Library combines stories with crafts which spur creativity. This summer children made characters using a potato for the body.
- The Carver Kids Book Club featured LSU education students specializing in reading under the direction of Dr. Stan Barrera. Children eagerly came to the Carver Branch Library to receive one-on-one tutoring.
- BREC on the Geaux enabled children to have fun with a variety of physical activities. Afterwards participants visited the bookmobile to enjoy books and snacks provided by the Mobile Market.

Ms. Stein then reviewed some Summer Reading statistics. She said that participation is up by 3% over last year with 14,426 children signed up along with several thousand teens and adults. She said they have also seen an increase in program attendance.

Ms. Stein announced that Glen “Big Baby” Davis will be in town next week for the third year of his program promoting literacy called *Booking It with Baby*. He will travel with the Library’s bookmobile to several public events. On July 25th they will be at the Scotlandville Branch Library, then go to the Family Youth Service Center, to bowling, to a health fair block party, and ending at the Star Hill Baptist Church for Big Baby’s *Friends and Family Day*.

C. Other Reports

Mr. Watts then gave an update on the new Main Library construction project. He said he has been disappointed that the contractor has still been unable to turn on the air conditioning system due to mud and dirt in the building which could damage the HVAC system. He added that once

the concrete pours are finished in the service yard area, the issue with mud should be under better control.

Mr. Watts noted that there were three significant developments. The first is that a furniture installation schedule has been released. One vendor is already experiencing some delays in production. The architects have reminded the vendors that they have a deadline of July 27th in which to submit any problems related to their contractual obligations. He added that it appears that the construction schedule completion date for Phase One will be moved to late September.

The second development is that the architects have submitted a preliminary plan for the redesign of the North Courtyard. Mr. Watts said he is pleased with the concept and relieved that the water feature has been removed which could have been a hazard for children. He added that this space will include a number of trees that will form a shade canopy making it a more useful and attractive space during warmer months. He noted that it will be less useful for events needing large open spaces and clearance, but they will have use of the plaza area for those types of events.

The third development is that there has been discussions regarding foregoing the installation of the photovoltaic film at this time. There was a problem with the warranty on the originally selected product. The infrastructure and conversion support will remain in place with the option to install the film at a later date. DPW recommended this approach because the film does not generate enough savings in electricity. He reminded the Board that they had decided not to use solar panels because of the design of the building and the weight of the panels. The omission of the film should not be a decisive factor in the LEED score for the building. It is hoped that in a year or two a manufacturer of the film will be able to produce a product that meets or exceeds the original goal of over 3% and also at a better price.

Mr. Watts then pointed out several important benchmarks for the Main Library construction project as follows:

- The service yard and loading dock areas continue to show progress with concrete beams in place. A concrete pad pour would be beneficial at this time in order to turn on the HVAC system.
- The curtain wall at the east main entrance appears to be completed and framing is in place for the exterior doors.
- Gypsum board is up in many places on the third floor with floating and taping underway.
- Good progress is occurring with the masonry work on the meeting room section.
- Light fixtures are being installed.
- Tile work in the first floor bathrooms has been completed.

- A resolution has been made with issues regarding carpet tiles and adhesives.
- Column covers are going up on the second floor.
- The Library IT Department and the architects seem to have resolved issues regarding electrical connections, UPS support, and rack placements. The Library is reserving the option for the addition of a supplemental gas-based fire suppression system for the server room.

Mr. Watts then discussed the River Center Branch construction project. He said the schematic design presentation will be made under New Business, Item A of today's agenda. However, he wanted to report that there has been some positive movement on the location of the River Center Branch's systems within the Central Plant. He said he has agreed that the Library will support a mapping and documentation of the chillers and equipment in the Central Plant by the mechanical engineer for the project.

Mr. Woodard then asked Mr. Watts about the parking for the handicapped at the new Main Library. Mr. Watts replied that BREC feels they have already made concessions regarding the parking lot design to specifically address parking for the handicapped. He added that this topic was discussed in detail in 2009 during a special two day Board meeting and changes were made as a result of those meetings. Mr. Watts concluded by saying that some minor adjustments may be made to the assignment of the current handicap spaces, and he plans to review the potential for a slight redesign at the drop-off point that could possibly move the handicap parking closer to the front entrance.

Mr. Watts then asked Ms. Husband to give an update on the Main Library construction time line as well as the maintenance report. Ms. Husband referred the Board to the Construction Status Report. She said that there were no changes this month in the dates for the completion of Phase One and for the estimated final completion of the project. She noted however, that the percentage of the total project completed is increasing as the percentage of the remaining to be completed decreases.

Ms. Husband then gave the maintenance report. She said that the Library Facilities staff have completed air handler or chiller preventive maintenance at all of the branches. They also completed preventive maintenance on the cooling towers at the Jones Creek Regional and the Greenwell Springs Road Regional Branch Libraries. Ms. Husband was happy to report that there have been no HVAC breakdowns so far this summer.

She said that lighting preventive maintenance was completed at the Baker, Central, Delmont Gardens, Greenwell Springs Road Regional, Scotlandville and Zachary Branch Libraries.

Ms. Husband outlined some specific maintenance at the branches. The exterior painting project at the Baker Branch Library is approximately 85% complete. Exhaust fan motors were also replaced at this branch. At the Eden Park Branch lighting repairs have been completed. At the Fairwood Branch the vendor has been working on the chiller which is under warranty. The Library staff are tracking the latest adjustments. At the Greenwell Springs Road Regional the

sliding entry doors were installed at the end of June making entering and exiting the building easier for patrons and staff.

The exterior painting project at the Pride-Chaneyville Branch is complete. The Facilities staff completed exterior lighting preventive maintenance, repaired indoor lighting and repaired the chilled water pump. At the Scotlandville Branch the chiller was repaired. Ms. Husband then noted that the backflow preventer at the Zachary Branch has been repaired, has passed inspection and should work for many years to come.

Mr. Woodard asked if there were any public comments on the Director's reports. Ms. Kathy Wascom, a member of the community, said she was disappointed about the solar panels and photovoltaic film not being installed at the new Main Library at this time. She said she noted at a Metropolitan Council meeting that these types of energy saving measures need to be incorporated in construction projects around the parish. Ms. Wascom added that she hopes they will consider adding the photovoltaic film in the future.

There being no other comments, Mr. Woodard proceeded to Old Business.

Old Business

A. To Vote to Adopt Proposed 2014 Library Budget

Mr. Woodard read Item A and said that the Board members have been given the changes to the proposed budget that they discussed at the special budget meeting. He asked if any of the Board members had any further changes they wished to make. There being none, Mr. Bardwell made a motion to adopt the proposed 2014 Library budget. Ms. Freeman seconded the motion which passed unanimously. Mr. Woodard stated the budget is adopted.

B. Update on the Cooperative Endeavor Agreement (CEA) Amendment for the Branch Library in the Rouzan Development and Decision on Future Course of Action – Mr. Leo D'Aubin

Mr. Woodard read Item A. He said the item states Mr. D'Aubin of the Parish Attorney's Office, will present the topic, but Mr. Woodard said he would begin the discussion with some developments about Rouzan since the last Board meeting. He noted that Mr. D'Aubin and Mr. Bardwell have worked hard to put together an amendment to the CEA that will satisfy everyone's concerns. He added that the question to be addressed now is whether the Library Board wants to keep the library in the center of the Rouzan development. Mr. Woodard noted that they began to investigate alternate sites and Mr. Spinosa has now offered a site on the perimeter of Rouzan. The Library would need to pay for this property, but it would give the Library complete control of its destiny. He added that there are other sites which are smaller but would require a change in the square footage, or building a multi-level branch to accommodate all the necessary functions. He noted that they are seeing that there are other options beside a branch in the middle of the Rouzan development.

Ms. Freeman asked if they consider the other piece of property that Mr. Spinosa is offering, what would the cost be for the Library? Was the donation of the land as stated and given under the original CEA factored into this discussion of a new site? Mr. Woodard replied that at this point they are just having conceptual discussions. Ms. Freeman said this would need to be part of the discussion. Mr. Bardwell then said that the Agreement to Donate and the original CEA stated that if the site is not used as a library, it returns to Rouzan. Mr. D'Aubin agreed that 2590 Associates would want back the property. Ms. Freeman asked if this is a bargaining tool and is Mr. Spinosa willing to negotiate? Mr. Woodard said they have not begun to negotiate as they have just received the proposal to sell the Library a 3.15 acre site which is smaller than the current site. [Note: Subsequent discussions at the August 15, 2013 Board meeting indicated that the actual Rouzan donated property is most likely confined to the square footage of the building.] The Library had been looking for a 4-5 acre site in that part of the parish. Mr. Woodard also said he believes if they consider the smaller site, they should consider all available sites of that size in the area. Ms. Freeman then asked about the size of the site of the Fairwood Branch Library to which Mr. Watts said about 3.1 acres.

Mr. Woodard then added that when he spoke to the broker today about the smaller site at Rouzan, he mentioned that there is a drainage ditch servitude at the back of the property which makes that portion unusable. Ms. Payton asked when Mr. Spinosa had made the offer of the alternate site to which Mr. Woodard replied the end of last week.

Mr. Jacob asked how much time would need to elapse before the original site at Rouzan would go back to 2590 Associates. Mr. Bardwell said there is no time line for that. It would be 2590 Associates' call as to when they would reclaim that property. It would be at a point when everyone realized the Library is not going to use the site. The Library would not need to initiate anything if they weren't going to use the site.

Ms. Payton asked Mr. Watts and the staff what the status was on the search for other property in the area. She also wondered what the price ranges and sizes of the properties were. Mr. Watts replied that they have looked at a little more than a dozen sites starting with two acre plots. He said they even looked at some sites that were too small just to learn about pricing. He noted that some of the sites were too far from the main circulation patterns and traffic for the targeted area. Mr. Watts added that the further south and east they looked the lower the price was. Looking at Burbank Drive and heading east the prices were lower than on Perkins Road. He said the prices on Burbank were about \$10.00 per square foot while the prices on Perkins with high visibility, frontage-type property were closer to the \$20.00 per square foot range. He said a couple of sites had no pricing given. They also looked at some alternatives where some parties might be willing to work with the Library, but they do not know what the cost would be for these properties.

Ms. Payton asked if any of the sites they looked at were truly viable alternatives. Mr. Watts replied affirmatively in the \$20.00 per square foot price range. He added that as Mr. Woodard had pointed out, you can consider a multi-story building if you purchase a smaller lot as long as you can have the required parking. Sometimes with underground storm water management options which are expensive, you can also build on a two acre lot.

Mr. Woodard then said if there are several potentially viable sites, the Board needs to know not only the cost of the land, but the site work involved and the cost of the building in order to make an informed decision. Mr. Watts said they would need a firm estimate. Mr. Woodard asked how they would obtain this information. Mr. Watts said they would need the services of a building professional such as an architect to look at a site and tell them how and where the building might be sited. Mr. Woodard then asked if this information could be obtained under the scope of work of the existing contract the Library has with the architect who designed the Rouzan Branch. Mr. Watts replied that he did not think that would be possible, but it is a good question and they should inquire about the possibility. Mr. Woodard then asked Mr. Watts what the Board could do today to expedite this process. Mr. Watts answered that they would need to research how to get the answers if the Board directs them to do so.

Ms. Freeman then said they would need to know all of the sites in order to narrow down the choices before they engage services. Mr. Watts agreed, but added that they can find out now what type of agreement they need so when they begin to consider some of the sites they are aware of what process must be followed. Ms. Payton added that they are getting ahead of themselves and that they first need a list of sites that the staff have seen with sizes, prices and locations. The Board might even want to schedule time to look at the sites themselves. Ms. Freeman agreed with Ms. Payton. Mr. Watts said he would recommend that he and the staff find out from the City-Parish what processes, procedures and timelines would need to be followed because it may take several weeks to obtain these answers.

Mr. Bardwell then said the cost question is somewhat fluid. What the owner is asking for the property may not match what the property may appraise for by the City. The City has contracts with various appraisers. He added they first need to know what sites are available and what the City appraisals are in order to know what they can legally offer to a seller. He added he didn't see how they could do anything without appraisals by the City for several sites.

Mr. Woodard then said they appear to be focusing on the cost of the real estate. He added they can purchase less expensive land, but then they may need to do a lot of costly site work before construction. He said an appraiser is not the person to help them decide what type of library they can build. Mr. Bardwell agreed that they would need more than the assistance of an appraiser. He thought they might need an engineer and that maybe DPW could do a suitability analysis. Mr. Woodard said he agreed with Ms. Payton and the first thing that needs to be done is a list of sites from which they can narrow that list to preferred sites. Then they would perform due diligence with the assistance of people in real estate, and engineers who can tell the Board what is feasible and what is not, and help them analyze the cost of the whole project, not just the real estate. Mr. Woodard wondered where a purchase agreement fits in this scenario because while they perform due diligence a property can become unavailable.

Ms. Freeman said as a priority they should look at the other piece of land that Mr. Spinosa is offering and see whether there is room for negotiating. If the site is in a prime location it might be a good solution to the problem. Mr. Bardwell said the Board cannot offer anything to Mr. Spinosa. Ms. Freeman agreed and said they should find out the price he is asking in order to see if the site is a possibility before they look elsewhere.

Ms. Payton then said if it was acceptable with Mr. Woodard, she would like Mr. Watts and the staff to make a presentation of the sites available with prices and with the option of scheduling site visits by Board members so that they can actually see the property and its surrounding area. Mr. Bardwell noted that Mr. Woodard already sent the Board the Rouzan proposal so they know that much.

Mr. Woodard then asked Ms. Payton if he could formalize her request into a motion. Ms. Payton agreed. So Mr. Woodard made a motion that the Friday prior to the next regular Board meeting the staff distribute to the Board a list of potential sites with summary level information and the best negotiated price they can provide at that time so that the Board can review those sites prior to the Board meeting. As part of that effort the staff should identify what the next steps would be to hire professionals to give the Board formal evaluations of the sites. Mr. Bardwell said majority of the motion was fine except for the word negotiate. He noted that they do not have authority to make a counter offer unless they have an official appraisal. Ms. Payton agreed. So Mr. Woodard revised his motion to state the asking price rather than the best negotiated price. Mr. Bardwell agreed with this change and Ms. Payton added the existing asking price. Ms. Freeman seconded the motion which passed unanimously.

Mr. Woodard then asked for any public comments on this item. Ms. Michele Deshotels, a member of the community, said there is a difference in elevation of property located on Perkins Road and Burbank Drive. She said the Board needs to consider not only what might happen inside the building during a rain event, but how accessible the parking lot and the surrounding roads would be. The building might be elevated and dry, but would still not be accessible to patrons. People may depend on the local branch library for services during and after weather events. She added that she cringes at the thought of building a branch on Burbank based on her experience living in the parish for a long time. She said that is one reason why land is cheaper in some parts of the parish than others. Ms. Freeman asked Ms. Deshotels to please attend the Board meetings to provide feedback as they look at other sites.

Ms. Kathy Wascom said she would like to see the branch located at the Rouzan site or as close as possible to the neighborhoods in her area. She said she thought that the original CEA agreement included architectural services with Mr. Spinosa. So she wondered if the architectural services would transfer over to a new location. These services would add to the cost of constructing a branch if they are not included. She added that she also cringes at the thought of building on Burbank.

There were no other public comments, so Mr. Woodard read Item A under New Business.

New Business

A. Presentation of Schematic Design for New River Center Branch Library and Acceptance of the Schematic Design - Mr. Rex Cabaniss, WHLC/Schwartz Silver Architects

Mr. Rex Cabaniss began his presentation with an introduction stating that he and his firm WHLC Architects has teamed with Schwartz Silver Architects to design the new River Center Branch

Library. He thanked the Board for the opportunity to update them on the progress made on this project. He summarized the work thus far. In February of this year programming documents were submitted. In April an open house for public comments was held. Today he will present the completion of the schematic design phase. He added that he will go through some slides, versions of which some of the Board members have seen. Mr. Cabaniss invited them to ask questions as he presented the details.

He referred the Board to a site plan for the new branch and the surrounding area. He said the building is surrounded by the courthouse and the Galvez Plaza with the Old State Capitol to the west. The building plan was designed to fit in the urban park which is very unique in Baton Rouge. Mr. Cabaniss mentioned that there are very few urban parks of this quality and size, so they wanted to respect and enhance that feature. He noted that the front of the branch faces North Boulevard, the side from which the public will enter the building. He pointed out the large covered public plaza which is an open usable space that can evolve over time as needs change. He also showed the large public walkway which will connect to the large Galvez lawn. On the south side of the building is a narrow walkway, and a delivery zone for bookmobiles, the courier service and catering trucks. They will enter from the back of the building keeping the front of the building as open and free as possible.

Mr. Cabaniss then said he'd go over the floor plans. He said there are several themes that are maintained throughout the building. The design team wanted a very clear open public area which is generally on the north side. He pointed out that the service areas, rest rooms, and programmatic features are on the opposite side of the building. Mr. Cabaniss added that the public areas on each floor were designed for maximum flexibility with future generations in mind. He said big open spaces are very cost effective and adaptable over time as library functions evolve and change.

Mr. Cabaniss pointed out the entry vestibule on the first floor. It was deliberately placed at the northwest corner of the building so that it is visible from North Boulevard and Galvez Plaza. Upon entering the building there is a common lobby with café service which can also be accessed from the covered public plaza outside. Elevators are very visible and the lobby can easily be seen from the circulation desk. He noted that the lobby areas, stairwells and elevators on each floor have been designed so that they can be utilized when the library is closed. The library areas would be closed off after hours and were designed after consultation with Mr. Watts and the staff.

Mr. Cabaniss then reviewed the second floor design which is for children's services. He pointed out the porch on the north side. It will contain high railings to protect youth. The plan enables children to go outdoors and enjoy activities on the shaded porch. There is a small playhouse outside which will provide entertainment and learning experiences. They envision that the porch can also be used for reading activities. Mr. Cabaniss pointed out the small public porch next to the children's porch. This public porch will not be connected to the children's outdoor area. On the opposite side of this floor are the children's collection and a craft/story room.

Mr. Bardwell then asked whether one family rest room on the second floor would be sufficient. Mr. Cabaniss replied that actually they are above the municipal plumbing code requirements for that space. They also discussed rest room placement on the various levels of the building with the

Library staff. There are more rest rooms on the first and fourth floors which are very public areas. Part of the decision was also based on wanting to have as much programmatic space as possible on the second and third floors. Ms. Freeman then said she agreed with Mr. Bardwell that only one restroom for the children is a problem. Mr. Watts noted that they have functioned for years in the current building with one bathroom in the children's area. Ms. Freeman said they were building for the future for which Mr. Watts agreed. He added that if they add another restroom they will need to decide which programmatic area will need to be revised. Ms. Freeman said she understood his concern, but she still felt only one restroom will be problematic.

Mr. Cabaniss then discussed the third floor. This floor contains the bulk of the adult and teen collections. He explained that the third floor was designed for teens and adults with some areas to be used by both groups in order to maximize efficiency. These areas are located between the two divisions. This placement also provides a buffer from the teen area which tends to be noisier. Mr. Cabaniss also pointed out the shaded outdoor reading balcony and the grand reading room. He also mentioned the placement of the conference/study rooms between the two divisions. The maker room which is very popular in libraries today was requested to be located in an area which could be accessible after library hours. This room could be used by teens and adults to complete projects. Mr. Cabaniss then discussed the other special features such as the technology room, the sound studio, and the control room.

He then showed the features on the fourth floor. This floor will also be capable of hosting advanced technology features, such as videoconferencing, and it will be highly adaptable for the addition of other technologies. There are three video conferencing rooms with a capacity for 30 seats (60 seated theater-style) per room on the south side of the building. As one comes off the elevators there is a main gallery extending from west to east. This area will function as a break out space for people exiting the meeting and conference rooms, and also as a secondary exhibit and programming space. This is another example of building in flexibility. This gallery will also function as a buffer for any noise coming from the meeting and conference rooms. The main meeting room will hold about 180 seats with banquet tables; 300 seats lecture style. Mr. Cabaniss pointed out the larger bathroom facilities to accommodate the larger number of people who will use this floor. He added there is a service elevator for catering services with a hallway leading to the staff break room which doubles as a catering kitchen. He indicated the very generous outdoor terrace on this floor facing north and west. Some areas are shaded on this terrace. He said this floor also contains large flexible spaces tightly arranged.

Mr. Boyles asked about the space on the south side of the building designated for portable toilets to be used during special events on the plaza. He wondered if there would be room for a trailer type restroom with air conditioning for certain events. He noted that these facilities are becoming more popular. However, they may require electricity. Mr. Cabaniss replied that they had not discussed this, but that it was a very good idea. He added that they had discussed with DPW how to handle event services. Currently portable toilets are placed on the street which is very unattractive. In this design they would be located in the alley behind the building. He pointed out that there is space for two trucks at the service drive. So they could come down the plaza to access this area.

Mr. Cabaniss then explained that the floor plans were developed over about four months. Once the programming was approved, they conducted numerous massing, elevation, and sketch studies with Mr. Watts and his staff. The final renderings were just developed in the last several days. He noted that they reviewed about ten different ways to best express how the floors with the various program spaces stack up. He showed renderings of the building from Town Square and Galvez Plaza. These designs of the outside of the building take advantage of the surrounding unique urban features. Mr. Cabaniss added that they wanted to provide the most exciting design to coordinate with events held there, and also provide the most inviting way to welcome patrons into the building. He pointed out the one and a half story glass box entry vestibule along with the use of glass along three sides. The openness on the ground floor was a direct result of stakeholders saying they did not want the building closed off like the current River Center Branch. They wanted just the opposite. He said particularly at night it will show patrons and visitors that this building is like no other in town. They also planned some engaging graphics for labeling on the side of the building facing Galvez Plaza. It is also a well lit facility throughout showcasing that there is something special occurring on the upper floors, too.

Mr. Cabaniss said the rendering of the exterior of the building from Galvez Plaza illustrates the progressiveness of the programming inside the building. It is a building designed for the future and looks unique. He noted that they are using as much glass as possible while shading the building for solar heat gain. He pointed out the video screen which can be used for public displays and for simul-casting learning events going on inside or elsewhere in town or in the state. He added that this rendering shows how well the building will fit in this urban park location. Mr. Cabaniss noted that there is a large “look-out” space from the meeting room that will give patrons a stunning view. They confirmed that by getting on the roof of the current River Center Branch. It is quite hot up there at this time of year, so they have addressed this with a shaded and protected design for the new building. He said in summary the design team feels they have designed a building which fits the programming requests, the urban context and the budget for the construction. He said that it has been a pleasure working with Mr. Watts and the staff. They have met every other week for the last six months. Mr. Cabaniss said he’d be glad to answer any questions the Board members have.

Mr. Woodard thanked Mr. Cabaniss and his firm for creating a visionary design. Mr. Woodard then said he’d like the members of the public to give their input before the Board made more comments.

Ms. Jennifer Stenhouse from the Center for Planning Excellence (CPEX) thanked Mr. Cabaniss and his team for putting this design together. She added that CPEX is excited to see a recommendation of Plan Baton Rouge, Phase I and II moving forward and are happy to see a true library of the future being designed. It not only attracts pedestrians, but it provides access to technology for the downtown businesses, residents and visitors. Hundreds of downtown residents are expected in the next few years with the number of projects going on.

Ms. Chris Nichols, Chairwoman of the Downtown Development District (DDD), said she was here on behalf of the Downtown Development District. She said they are delighted with the design for the library downtown. She asked those in the audience who reside or work downtown to stand so that the Board will see what kind of support this library has. About 15 members of the

public stood. Ms. Nichols said these are people from Spanish Town, Beauregard Town and the DDD. She added that they are excited about the meeting spaces. She said the meeting room will be one of the largest spaces they have in downtown Baton Rouge. For all the groups and schools that surround the downtown area this will be a real step forward in their programming. Ms. Nichols said her one concern is the big screen on the side of the library. She would not like it in competition with the DDD screen in that area. She hoped they could be complimentary.

Ms. Nichols said she is not from Louisiana, but she learned soon after arriving here that the people of Louisiana will vote for education, including libraries. She added that is why the East Baton Rouge Parish Library has a dedicated library tax. She noted that Louisiana has been told it is at the bottom of almost everything and that the people are not very smart. This library is critical as a symbol of the forward, progressive thinking in Baton Rouge that is a beacon to the entire state. She added if the Library did not have wonderful programming planned, which she said it will, the community would still need this library as a statement of who we are, and who we intend to be. Ms. Nichols said we need the rest of the world to see how bright and sincere the people of Louisiana are. She thanked the Board for making this representation in downtown Baton Rouge.

Ms. Whitney Cooper, Development Project Director for the Downtown Development District, said that the DDD is very excited to see another project recommended by Plan Baton Rouge I and II coming to fruition along with many other projects. Ms. Cooper said they believe that The River Center Branch will bring together the central green space concept of North Boulevard, Repentance Park and Town Square, and the cultural and civic attractions. She added that this branch will greatly serve the residents living there including Spanish Town, Beauregard Town and the central business district as well as the 400 residential units that are under construction now along with the Commerce Building project and the IBM project.

Mr. Joey Furr from Joseph Furr Design Studio located downtown, who was the designer of the North Boulevard Town Square, and Galvez Plaza, congratulated Mr. Cabaniss on his work. He said it is a very exciting landmark building. It's a perfect cornerstone for Town Square and the Plaza. Mr. Furr added that what makes it so exciting is that it integrates programming inside the building with programming going on at Galvez. The library will integrate vertically also with the terraces to the outside. He said the new library will make that part of downtown even better and fill a need at that location.

Ms. Michele Deshotels said she and her husband have been long time residents of Beauregard Town and they raised their children there. She said her children used the downtown library from the time they were toddlers and through their time at St. James. Ms. Deshotels thanked Mr. Watts, the staff and Mr. Cabaniss for listening to the residents of Spanish Town and Beauregard Town. She added that her daughter will graduate very soon from LSU with a degree in mathematics and physics, and part of why she was able to pursue these studies was her ability to use the library system in this community. Ms. Deshotels noted that the library is for adults, but it is also for children. The children downtown are getting to see something being built from their input, too.

Mr. Thomas Schulze, the Beauregard Town Civic Association President, said he lives within walking distance of the River Center Branch Library. He noted that there are many children downtown. He said his children use the library as do many other children. Mr. Schulze said he goes there often and is glad he can walk there. He noted he is from Baton Rouge, but as a child he lived off of Millerville Road and had no way to get to a library from home. When he went to Tara High School he walked to the Main Library on Goodwood. He thanked the Board for their work and the chance to comment.

Ms. Claire Luikart, a member of the community, said the one thing that stood out for her was the design for high technology, the maker space and the meeting rooms with multi-media capabilities. She said she had hoped a maker space would be available somewhere locally. Ms. Luikart added she is excited to see that there will be a space for people to come, express their ideas and ingenuity and build something. She said it's particularly wonderful with all the technology initiatives going on in the City such as IBM. She noted that she has been very lucky to be able to use high tech equipment, and to engage with new technology in her employment. So now the maker space will allow others in the community to experience this, too.

Councilwoman Tara Wicker of District 10 then spoke. She thanked the Library Board and Mr. Cabaniss and his team for the design of the new River Center Branch Library. She said everyone who spoke has expressed many of her thoughts. Ms. Wicker said they are very excited to see this building coming to fruition. She noted so many people have wanted this new building that it will be pivotal for Baton Rouge and especially downtown. Members of the community are thrilled that it is here and happening. She stated that the functionality of the new building is phenomenal. Councilwoman Wicker said she has five children, and as a mother, she agreed with Ms. Freeman that they need more restrooms. She asked Mr. Cabaniss to figure out a way to add more bathrooms. She also said her children will be there every day. Ms. Wicker concluded her remarks by saying she is supportive of this project and she appreciates all of the hard work that has gone into making this project a reality. Mr. Woodard thanked Councilwoman Wicker for her comments.

Ms. Beth Tomlinson, a member of the community and a former Library Board member, spoke next. She said she is very excited to see the direction in which this project is moving. Ms. Tomlinson said they had talked about this branch being a high tech/cutting edge type of building bringing in opportunities that would not be found anywhere else in Baton Rouge. She inquired if before conceptual design work begins, has there been any contact with IBM about possible partnerships to bring this project to another level? She added that she does not live or work downtown, but she goes downtown often and knows how important downtown is to the rest of the parish. She thanked the Board and said she is pleased with the effort going into this project.

Mr. Muhannad Elsanousy, a member of the community, congratulated and thanked everyone involved in the River Center Branch Library project. He said as a computer science college student, he sees all the grants that the City and State provide, and yet there is a large brain drain in Baton Rouge. He said students come here, go to college and then leave because they don't have opportunities. He said the maker spaces are already being adopted in the UK, Chicago and in large urban centers. Mr. Elsanousy added he is happy to see that the Library is designing a maker

space for this branch. He added he hopes people will use it to explore what can be done. He said it's a wonderful idea for service and for vocational education.

Ms. Mary Jane Marcantel said she has been a long-time resident of Spanish Town since before it was cool to live downtown. She said she's seen a transformation that has been unbelievable. Ms. Marcantel noted that she is employed in the legal field, and the one thing she has not heard is how the downtown library is used by citizens when they are called for jury duty. She said that the library is a place where people from other parts of the parish come while on jury duty. They will be exposed to that new library where they will see and experience something they won't find anywhere else and they will also get an introduction to the Library system.

Mr. Woodard asked if there were any other comments by the public. There being none, he asked the Board members if they had any questions or comments. Ms. Freeman asked Mr. Cabaniss for another idea on how a second restroom can be added in the Children's Services division on the second floor. Mr. Cabaniss replied since they are in the schematic design phase of the project, they can add or delete a room as long as they stay within the same footprint. He added that as Mr. Watts had stated earlier, they will just need to decide what to lessen to accommodate another restroom. Ms. Freeman then noted that Mr. Cabaniss is committed to add the rest room.

Ms. Freeman then asked about the meeting and conference rooms on the fourth floor. She said she's glad they have those rooms, but wanted to know what else they could be used for. Since they are large areas she did not want them to be vacant when there are no meetings scheduled. Mr. Cabaniss said it is a good question and he would ask Ms. Stein and Ms. Husband to help him answer it since they are the programming experts. Mr. Cabaniss said that from the beginning they planned for the spaces to be multi-functional. In the programming phase they discussed the use of banquet tables and also chairs set up in rows for meetings. These rooms will be used for instructional activities, civic events, and neighborhood meetings. Ms. Freeman said she wanted to know what other programming could occur on that floor.

Ms. Freeman said the Library could partner with a company like IBM or Exxon so these rooms are used on a regular basis. She said in order for her to vote for the schematic design she would need to know that the space will be used regularly. Mr. Woodard replied that this is a programming concern and should be addressed by the Library staff. Mr. Cabaniss said this is an operational question, but they have discussed it at length. He added they put these rooms on the fourth floor to separate them from the other floors to keep the noise level down on the first three levels. Ms. Freeman said she would have asked the staff, but she was told that programming was driving the design of the building.

Mr. Woodard asked Mr. Watts to respond. Mr. Watts answered that by the nature of library meeting rooms, it is difficult to have 100 percent utility. He added that he is not certain that one particular group could have a dedicated program exclusively in these rooms. He said these rooms are designed for large scale meetings. Mr. Watts noted that the Library uses all their meeting rooms throughout the system. A variety of tutoring sessions and small group activities can be held in these rooms when a large meeting is not scheduled. He added that staff can work on the programming, but the standard would be the same for this space as for the rest of the Library system. Mr. Watts then mentioned for a program like *Prime Time*, and other events in the late afternoon or

evening between 3:00 p.m. to 9:00 p.m., there is a lot of demand for the meeting rooms. He noted that for the times with lower use they can promote the availability of these rooms. Ms. Freeman said she brought this up because this space is larger than any other meeting space in the system. Mr. Watts replied that this is not exactly correct. Ms. Husband added that the Bluebonnet Regional and the Jones Creek Regional Branch Libraries each have three meeting rooms that can each seat 100 people, and when the partitions are opened, the one large room can seat up to 300 people. She added that their biggest challenge is having enough meeting room space. Ms. Husband said that when there is a large Children's program like the ballet or symphony, they use the meeting room in order to accommodate everyone who wishes to attend.

Ms. Payton then said she believed that they have been responsive to what the community has said they wanted. Initially when they asked the public what they wanted to see in the library one of the main items they mentioned was more meeting rooms. For the types of events they would like to have in this downtown branch, Mr. Cabaniss and Mr. Watts have designed a space that fulfills that request. Ms. Payton added that once people know these rooms are available, they will be heavily booked.

Mr. Bardwell said he had favorable comments about the third floor. It has the potential to be very dynamic with the sound studio, the technology lab, the maker room, and the business pods. But they also have the traditional adult collection and teen collection on this floor. He did not think there were enough restrooms. Mr. Bardwell said they are trying to draw people to this space, so they need more restrooms for the number of patrons who will come to this level. He admitted he didn't know where they would make the space to add the facilities; possibly from the quiet study or the conference/study area. Mr. Cabaniss replied that they had many discussions about this with Mr. Watts and the staff. He added that they exceed the plumbing code and are proportional to other facilities throughout the Library system. Mr. Watts then said they had a larger quiet study room initially, but they decreased the size to add a second men's and women's restroom. Mr. Bardwell then apologized because he had overlooked that there were two on that floor, and he felt that the second set of bathrooms addressed his concern.

Mr. Bardwell then discussed the fourth floor. He agreed with Ms. Freeman that the meeting room is a very large space and he hopes that it is utilized. He added he did not think he could convince anyone to make it smaller. But he would like it to be outfitted with a sound system, a projection screen, a stage and a podium so that the room could be used for a variety of purposes. Mr. Bardwell thought they needed some type of control room to which Mr. Cabaniss replied this is being planned. Ms. Payton said all of these features are part of setting up and breaking down the room.

Mr. Bardwell then said he wanted to discuss the outside of the building. He said he liked everything except the windows on the west wall. He said since it is the west wall, it is being mitigated by the shades. He added that a blank wall would be more attractive. Mr. Bardwell said he understood they were looking for natural light. He assumed these windows went around three sides of the building. He asked about the east side of the building to which Mr. Cabaniss replied the east is the same as the west. He added that the maximum windows are on the north side of the building. He said it was an early programmatic request that they have views of the river. Mr. Cabaniss noted that the views of the river can only be seen from the third and fourth floors. He

also said it was requested in early programming that the building not be closed off. Mr. Bardwell said in looking at the drawing of the west wall it appears that the third floor wall is higher on the south side than the north. It looks like it cuts off part of the second floor. Mr. Cabaniss replied that there is a sloped soffit on the two story porch. In their discussions it was decided they did not want a straight overhang on the second floor, so they sloped it up to improve the views to the north from the second floor interior and exterior. Mr. Bardwell then asked if the south wall is higher than the north wall on that side to which Mr. Cabaniss said yes.

Ms. Freeman said the windows and shades make it open and beautiful and that is great. But she asked why the windows are shaded when they are looking for light. Mr. Cabaniss replied that there are two issues. One is the public wants the views to the outside which was made clear during programming discussions and at the open house. The second issue is that the west side glass in this climate must be shaded because of the sun and heat. This can be accomplished by vertical or slanted shades or by using dark glass or placing a film over the glass. Ms. Freeman said she didn't know that they had to have views on all sides. She added that in one of the renderings she thought they had a solid wall with the projection screen in the middle on that floor. It gave the same effect. Ms. Freeman said it is like building a house. One must look at the maintenance cost.

Mr. Cabaniss referred her to the floor plan for the third floor. In the grand reading room there are only two directions from which to provide natural light. If there were only windows on one side, there would be issues with insufficient dim natural light and a glare problem. Mr. Bardwell asked if there were windows on the west side to which Mr. Cabaniss said yes. Mr. Cabaniss said that light from the west would not reach the reading room because of the intervening teen space.

Ms. Freeman asked if there were other options. Mr. Cabaniss said they discussed all of them with Mr. Watts. He said the choices were no windows which was not acceptable, very dark glass which is unattractive, or shading or screening the glass in some manner. Mr. Cabaniss said the most cost effective way to get the most light is to screen the glass. Mr. Bardwell said he did not like the look from the outside. He said they are creating a problem and then creating a solution for that problem. He felt it would be more efficient to just have a blank wall. He said if people want to see the river, they can go to the fourth floor to the balcony. Mr. Woodard said to Mr. Bardwell if they are going to be energy efficient, they should get rid of all the windows.

Ms. Freeman replied they then would not be giving the patrons what they want. She said they wanted openness and this building is quite open. She said she still has concerns about the energy usage. Ms. Freeman added she was giving Mr. Cabaniss her opinion since he was asking for that. She wanted to know which option would work best. Mr. Cabaniss said they would need to go back to the sketches that they reviewed with Mr. Watts and the staff. Ms. Payton said that's if all the Board members have a problem with the current sketch. Mr. Cabaniss replied that in working with the client through the design phase, this was the most cost effective and best light performance solution for that space. Mr. Watts added that they spent many hours looking at options and how they would impact the building. Any option that closed off the building or had light coming from only one direction did not seem consistent with the original building program. Using a film or dark glass would make a whole different building, so this is what led them to the current design. Mr. Watts said using a film would make a radically different looking building

requiring a different design of the exterior. He added that they would not meet the objectives that they were given.

Ms. Payton said she wanted to make a motion that they accept the schematic design for the new River Center Branch Library as presented by Mr. Rex Cabaniss. Mr. Boyles seconded the motion. Mr. Woodard asked if there was any further discussion. Ms. Freeman asked Mr. Cabaniss if he is going to add the second restroom on the second floor. Mr. Cabaniss replied that Ms. Freeman should make the request to Mr. Watts. Then the staff and the architects will look together at the design because in the design phase they work with the staff and DPW. Mr. Watts replied that at this stage of the project they can add a restroom which means they will cut out something else on that floor. Mr. Cabaniss said he would want Mr. Watts to agree on what to cut out. Ms. Freeman said she also wanted the programming for the meetings to be addressed. Mr. Watts answered that is not a function of the architect, but rather the Library staff. He added that Ms. Freeman is not asking for anything that they had not already contemplated, so it is easy to agree to this request.

Mr. Woodard then said there is a motion on the floor to accept the schematic design for the new River Center Branch Library with the addition of a restroom on the second floor. The motion passed with no opposition. Mr. Woodard told Mr. Cabaniss the schematic design is approved.

The schematic design presentation for the River Center Branch Library is appended to the minutes.

B. To Vote to Send Comments to City-Parish Administration Concerning Tax Abatement Proposal – Mr. Spencer Watts

Mr. Woodard read Item B and asked Mr. Watts to discuss the proposal. He said that he received the proposals for two properties; Renaissance Gateway Limited Partnership and a renewal for GHA Properties, LLC. He noted that they calculated what the estimated abatement in taxes would be for one year and over a five-year period. Mr. Watts added that the Library Board does not make the decision about whether to grant the abatements. As a recipient of property taxes which would be affected by the abatements, the Library Board can submit written comments to the City-Parish prior to the August 7, 2013 Metropolitan Council meeting or make verbal comments at the Council meeting. At this meeting there will be a public hearing and then a vote by the Council on these two proposals. Mr. Watts noted that in the past the Board has been reluctant to make comments because there is some economic benefit to the community over time from these abatements. He told the Board this would be the time for them to decide whether they wish to make comments or not.

Mr. Woodard asked if there were any public comments. There were none, so he then asked for Board comments. Mr. Boyles said he would like to recuse himself from comments on the Renaissance Gateway Limited Partnership. He said the Redevelopment Authority, his employer, has a business relationship with Renaissance Gateway, and so does not want any type of conflict of interest. There is no business relationship with GHA Properties. Mr. Bardwell then said he would like to recuse himself from comments on the GHA Properties, LLC.

Mr. Woodard said he would simplify process this by making a motion that the Library Board takes no position on the tax abatement proposals. Ms. Payton seconded the motion which passed with Mr. Boyles and Mr. Bardwell abstaining from voting.

Comments by the Library Board of Control

Mr. Woodard asked for any comments from the Board. Ms. Freeman said she wanted to correct the time period for the Library Board Strategic Planning Workshop on August 10, 2013. She said the meeting is to be held from 9:00 a.m. to 2:00 p.m., not 1:00 p.m. Mr. Woodard replied that he wasn't certain if the other Board members would be available until 2:00 p.m. None of the Board members made any remarks.

Mr. Woodard announced that Ms. Melanie Way had intended on coming to this Board meeting, but she had a conflict at the last minute. She asked Mr. Woodard to announce that she has enjoyed her time on the Library Board, but will be resigning from the Board due to other time commitments. He said he wanted to thank her for her service.

Ms. Payton said she would like to thank Councilwoman Tara Wicker and the members of the public some of which were from downtown, who came to the meeting and shared their comments about the schematic design of the River Center Branch. She also thanked Mr. Cabaniss and his staff for all of their work.

Mr. Bardwell said he appreciated all of the work that the staff and architects did. He noted that he hoped his comments were constructive. He said the programming is dynamic, and exciting. Mr. Bardwell said they are in the early stages of the project so he believes there will be opportunities to modify some details. He said the comment about whether they had contacted IBM is not one to be made by them, but he suspected that City Hall has on some level, or plans to do so.

Mr. Watts said he could reassure the Board that City Hall has worked with them. He said the Mayor has met with them and they have contacted several national companies interacting with representatives on the highest levels. Mr. Watts added that the Mayor invited staff from the Center for Digital Government to assist the Library to analyze various types of technology that could be incorporated in this project. He added that they have interest and assistance from others in the community.

Ms. Payton then added her thanks to the Library staff for their work. She appreciated them working with the Board members to be sure they had the opportunity to give their ideas to the architects and for the architects to share their work.

Ms. Freeman then said she wanted to thank the staff. She said each of them brings their talents and perspectives to the project and they work well as a team to be sure that the patrons are satisfied.

There were no further comments from the Board and, so with no further business, the meeting was adjourned on a motion by Ms. Freeman, seconded by Mr. Bardwell at 6:05 p.m.

Mr. Travis Woodard, President

Mr. Spencer Watts, Library Director

Library Board Presentation

July 18, 2013

Schematic Design

EBRPL RIVER CENTER BRANCH LIBRARY

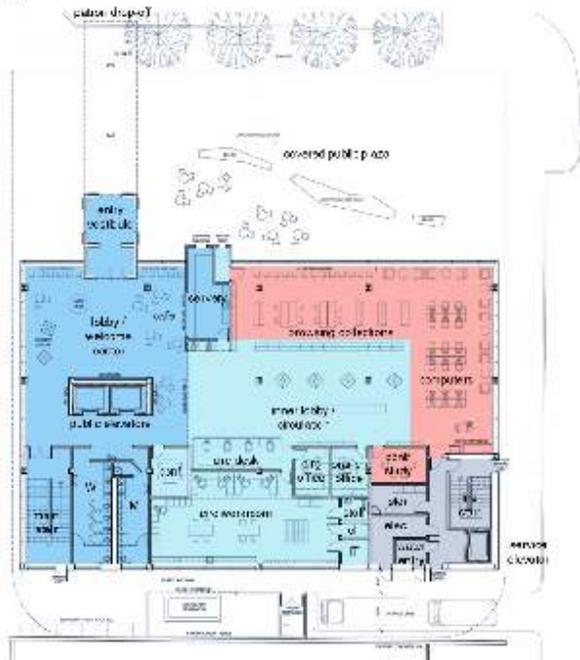
July 18, 2013



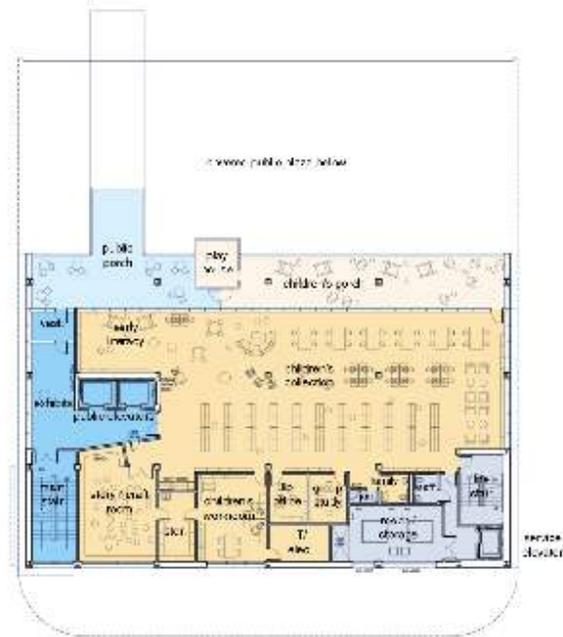
W.H.C. Andriacis + Schwartz/SHoP

Architects

level 1
10,888 sq ft
8,787 net



level 2
5,886 sq ft
5,600 net



Schematic Design

EB/TPL DIVER CENTER BRANCH LIBRARY
July 18, 2018

LIBRARY | W.H.C. Architects, LLC | Schematic 3/Rev

level 1 and level 2 features:

- large covered outdoor drop-off area
- large, clear, unobstructed floor area for flexible planning
- lobby, office and public areas at first floor have excellent views outside
- drop workroom is well located for deliveries and service
- level 2 roof terrace can be accessed after-hours for flexible programming and events
- excellent separation of age groups

view from Town Square



Schematic Design

FRPPI RIVER CENTER BRANCH LIBRARY
July 18, 2013
LIBRARY WILLIAM SCHWARTZ/SLRP

view from Galvez Plaza



Schematic Design

EBHPL RIVER CENTER BRANCH LIBRARY
JULY 18, 2013
 WMC Architecture | Strategy | Design
© 2013 WMC

DATE: July 11, 2013
TO: Library Board of Control
FROM: Spencer Watts
Library Director
SUBJECT: Construction Report

Goodwood Main Library

Steve Jackson, architect with Cockfield Jackson Architects reported the following on July 10, 2013 for The Library Design Collaborative on the Goodwood Main Library.



CONSTRUCTION REPORT

DATE: July 10, 2013

PROJECT: Independence Park Main Library
REPORTED BY: Stephen P. Jackson, The Library Design Collaborative

OBSERVATIONS:

- 1) The Monthly Owner's Meeting was held on June 27, 2013.
- 2) The exterior signage has been installed.
- 3) The Service Yard fence grade beams appear to be complete.
- 4) The Loading Dock structural steel installation appears to be complete.
- 5) The masonry at the Meeting Room is being installed.
- 6) The existing concrete drive in the Service Yard has been removed.
- 7) The southern green roof concrete planters have been poured.
- 8) The exterior doors are being installed in the curtainwall.
- 9) The ceramic tile in the restrooms near the meeting room appears to be complete.
- 10) The light fixtures are being installed.
- 11) In the Meeting Room, the interior framing and gypsum board are being installed.
- 12) Taping and floating of sheetrock has begun on the third floor.
- 13) The following work is being installed:
 - a. Zinc wall panels
 - b. Curtainwall
 - c. Exterior gypsum board sheathing
 - d. Metal studs
 - e. Sprinkler system piping
 - f. Interior gypsum board

UPCOMING WORK:

- 1) The permanent power should be energized by July 12, 2013.
- 2) The A/C should be turned on in couple weeks after the permanent power is connected.
- 3) The stretch fabric ceiling mockup should be ready for review on July 9, 2013.
- 4) The flood tests for the green roofs should occur at the end of next week.



Looking from the soccer fields to the Library.



Looking from the BREC Theatre to the Library.



Looking toward the Library from the plaza.



Looking toward the front of the Meeting Room.



Looking into the two story Reading Room.



Looking across the Children's collection.



FIELD REPORT

DATE: June 13, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Clear - 86°
SITE CONDITIONS: Dry
WORKERS: +/- 170
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The Service Yard fence grade beams are approximately 50% complete.
- 2) The Loading Dock structural steel installation is almost complete.
- 3) The catch basins north of the library appear to have been lowered.
- 4) The exterior signage is being installed.
- 5) The Lobby curtainwall glazing installation is almost complete.
- 6) The curtainwall glazing between the meeting room and lobby is being installed.
- 7) In the Meeting Room, the main ducts appear to be complete.
- 8) The ceiling grid on the first floor is approximately 60% complete.
- 9) The barrisol ceiling frames appear to be complete.
- 10) Taping and floating continues on the second floor.
- 11) The following work is being installed:
 - a. Zinc wall panels
 - b. Curtainwall
 - c. Exterior gypsum board sheathing
 - d. Metal studs
 - e. Air barrier
 - f. Sprinkler system piping
 - g. Interior gypsum board.

CONSTRUCTION SCHEDULE:

- 1) The Loading dock concrete pour should occur in the upcoming weeks.
- 2) The permanent power should be connected in the next couple of weeks.
- 3) The A/C should be turned on by the end of the month.

ATTACHMENTS:

- 1) Two (2) pages of photographs from the site visit.

This report is not an exact record of discussions held, but a general understanding of topics discussed from the notes taken by the author. If there is an error, omission, or correction required, please contact the Architect in writing within three days of receipt of this report.





Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809
Phone 225-490-9583 Fax 225-293-4171

Commissioning Site Visit

Date: June 17, 2013

Project: Independence Park Main Library Baton Rouge, Louisiana

Date Visited: June 13, 2013

OBSERVATIONS

1. HVAC piping and ductwork including duct insulation, Plumbing and Sprinkler piping installation is continuing on 1st, 2nd, and 3rd floors.
2. Fire pump and valve not protected. Pipe laying directly on floor in fire pump room.
3. Clean construction trash, dust, dirt, and debris from throughout building. Typical for 1st, 2nd and 3rd floors
4. Sprinkler pipe compressing duct insulation in various areas.
5. Refer to pictures attached.

Picture 1



Add pipe saddles at pipe hanger supports

Picture 2



Complete piping insulation

Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809

Phone 225-490-9583 Fax 225-293-4171

Picture 3



Add pipe support to horizontal pipe run(s)

Picture 4



Protect inside of AHU when not working on unit

Picture 5



Protect exhaust fans EF-7, EF-8, & EF-9. Clean dust and dirt as needed.

Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809

Phone 225-490-9583 Fax 225-293-4171

Picture 6



required.

Repair split vapor barrier duct insulation or replace as

Picture 7



tray.

Access to VAV Box 5-12 blocked by electrical cable

Picture 8



Access to VAV Box 8-7 blocked by electrical conduit.

Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809

Phone 225-490-9583 Fax 225-293-4171

Picture 9



Clean construction dust, dirt and debris from wall cavity prior to installing sheet rock. Numerous location throughout 3rd floor.

Picture 10



Sprinkler piping compresses duct insulation at numerous locations throughout.

Picture 11



Verify easy access to VAV box. Box not labeled in field. (Possibly Box No. 3-8 on plans)

Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809

Phone 225-490-9583 Fax 225-293-4171

Picture 12



Sprinkler pipe compressing duct insulation.

Picture 13



Sprinkler pipe compressing duct insulation.

Picture 14



Sprinkler pipe compressing duct insulation.

Observations made by Michael Perkins – Thompson Building Energy Solutions, LLC



FIELD REPORT

DATE: June 27, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Clear - 86°
SITE CONDITIONS: Dry
WORKERS: +/- 170
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The Service Yard fence grade beams are approximately 70% complete.
- 2) The Loading Dock structural steel installation is almost complete.
- 3) The brickwork as the meeting room has begun.
- 4) The existing concrete drive in the Service Yard has been removed.
- 5) The ceiling in the two story space is being installed.
- 6) The southern green roof concrete planters have been poured.
- 7) The ceiling grid on the first floor is approximately 70% complete.
- 8) The ceiling grid on the second floor is approximately 60% complete.
- 9) The ceramic tile in the restrooms near the meeting room appears to be complete.
- 10) In the Meeting Room, the curtainwall framing appears to be approximately 50% complete.
- 11) In the Meeting Room, the ceiling framing at the lower ceiling appears to be complete.
- 12) Taping and floating continues on the second floor.
- 13) The following work is being installed:
 - a. Zinc wall panels
 - b. Curtainwall
 - c. Exterior gypsum board sheathing
 - d. Masonry
 - e. Metal studs
 - f. Interior gypsum board.

CONSTRUCTION SCHEDULE:

- 1) The permanent power should be connected by July 2, 2013
- 2) The A/C should be turned on in the next couple weeks.

ATTACHMENTS:

- 1) Three (3) pages of photographs from the site visit.

This report is not an exact record of discussions held, but a general understanding of topics discussed from the notes taken by the author. If there is an error, omission, or correction required, please contact the Architect in writing within three days of receipt of this report.







Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809

Phone 225-490-9583 Fax 225-293-4171

Commissioning Site Visit

Date: June 28, 2013

Project: Independence Park Main Library Baton Rouge, Louisiana

Date Visited: June 27, 2013

OBSERVATIONS

1. Refer to pictures attached.

Picture 1



Fan Coil Unit at 3rd level stair No. 3 not fully protected.

Picture 2



pipe

Provide additional support at tee fitting on sprinkler

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Phone 225-490-9583 Fax 225-293-4171

Picture 3



Seal Insulation at VAV Box

Picture 4



Trash in wall cavity with sheet rock being installed.

Numerous areas on 3rd flr.

Picture 5



Trash in wall cavity with sheet rock being installed.

Numerous areas on 3rd flr.

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Picture 6



Copper water line not insulated as required.

Picture 7



Add pipe hanger support as req'd.

Picture 8



Separate sprinkler line from duct and reinsulate as needed. Provide sufficient space for duct insulation.

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Picture 9



Man Office 354 Add additional pipe supports at main pipe elbows.

Picture 10



Clean up construction dust dirt and debris throughout

Picture 11



Pipe insulation is not continuous through wall penetration

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Picture 12



Exhaust fans not protected.

Picture 13



Exhaust fans not protected.

Picture 14



Exhaust fans not protected.

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Picture 15



throughout

Clean up construction dust dirt and debris

Picture 16



Clean up construction dust dirt and debris throughout

Picture 17



Hole punched in plastic cover on duct end.

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Picture 18



Hole punched in plastic cover on duct end.

Picture 19



Complete the insulation of the water lines

Picture 20



Verify sufficient access to controls on VAV Box 3-8

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Picture 21 & 22



Exhaust fan openings in ceiling of Women 108 and Men 109 not protected.

Observations made by Michael Perkins – Thompson Building Energy Solutions, LLC



FIELD REPORT

DATE: July 5, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Cloudy - 80°
SITE CONDITIONS: Slightly Muddy
WORKERS: +/- 40
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The Service Yard fence grade beams appear to be complete.
- 2) The Loading Dock structural steel installation appears to be complete.
- 3) The masonry at the Meeting Room is being installed.
- 4) The exterior doors are being installed in the curtainwall.
- 5) The light fixtures are being installed.
- 6) In the Meeting Room, the interior framing and gypsum board are being installed.
- 7) The masonry at the Meeting Room is being installed.
- 8) Taping and floating has begun on the third floor.
- 9) The following work is being installed:
 - a. Zinc wall panels
 - b. Curtainwall
 - c. Exterior gypsum board sheathing
 - d. Masonry
 - e. Metal studs
 - f. Interior gypsum board.

CONSTRUCTION SCHEDULE:

- 1) The permanent power should be connected by July 12, 2013.
- 2) The A/C should be turned on in couple weeks after the permanent power is connected.
- 3) The stretch fabric ceiling mockup should be ready for review on July 9, 2013.
- 4) The flood tests for the green roofs should occur at the end of next week.
- 5) The cistern should be installed next week.

ATTACHMENTS:

- 1) Two (2) pages of photographs from the site visit.

This report is not an exact record of discussions held, but a general understanding of topics discussed from the notes taken by the author. If there is an error, omission, or correction required, please contact the Architect in writing within three days of receipt of this report.





Rouzan Branch Library

All pertinent information related to this project will be discussed at the Board meeting under Agenda Item 4, B.