April 21, 2014

MEMORANDUM

TO: Dr. Mark A. Hussey
    Interim President, Texas A&M University

SUBJECT: CBE Recommendation: Evans Library and Annex Remodeling

At its April 8, 2014 meeting, the Council for the Built Environment (CBE) discussed a request from the University Libraries to proceed with a significant remodeling initiative in the Evans Library and Library Annex. This $7.3 million project will provide interior renovations and updated furnishings, and contains no structural changes or exterior modifications.

The general purposes and themes of the renovation are as follows:

- Design for future flexibility
- Combine service points into one location
- Increase availability of quieter study spaces
- Create multi-function, active learning spaces
- Create collaborative study spaces with technology features
- University Writing Center expansion with added tutoring access point
- Improve preservation and conservation of collections

Recommendations from the Sub-Councils:

Design Review Sub-Council (DRsc) – The DRsc recommends conceptual approval of the Evans Library and Annex Remodeling Project as presented, with the following caveats:

- Further review of the design shall be presented to the DRsc at 100% Schematic Design stage and 100% Design Development stage, in accordance with DRsc procedures.

Facilities Utilization Review Sub-Council (FURsc) – The FURsc recommends the approval of the request by the University Libraries to accomplish a $7.3 million renovation of the Evans Library and Library Annex Complex. The renovation will improve and change the function of various spaces in the main campus library complex, impacting areas on the 1st and 2nd floors of Evans and the 1st, 4th and 5th floors of the Library Annex. The plan will address needs identified by the faculty and students as primary patrons of the facility and will provide improvements to staff spaces to address short-comings in the current design and use to improve the work flows. The FURsc believes the need for these changes are justified.
The CBE voted unanimously to recommend the President's approval, with noted caveats, the request from the University Libraries to proceed with the remodeling initiative in the Evans Library and Library Annex.

Karan L. Watson  4-20-14  B. J. Crain  4-21-14
Provost and Executive Vice President  
for Academic Affairs  
Co-Chair, Council for the Built Environment  
Vice President for Finance and 
Administration  
Co-Chair, Council for the Built Environment

Concur or not concur with CBE's recommendation:

Mark A. Hussey  4-24-2014  
Interim President

cc:  David H. Carlson, Dean, University Libraries  
Sub-Council Chairs, Council for the Built Environment
February 4, 2014

To: Dr. Karan Watson  
Provost and Executive Vice President for Academic Affairs  
Co-Chair, Council for the Built Environment

Ms. B.J. Crain  
Vice President for Finance and Administration  
Co-Chair, Council for the Built Environment

Through: David H. Carlson  
Dean, University Libraries

From: Pixey Anne Mosley  
Associate Dean for Administrative and Faculty Services  
University Libraries

This memo is to request approval to proceed with a significant remodeling initiative in the Evans Library and Library Annex complex. In 2010, the University Libraries completed the first two phases of a long term space planning initiative, titled “Reimagining the Libraries,” intended to keep the library up-to-date with changing student and faculty expectations of the spaces. That remodel proved to be extremely successful and similar changes have been implemented on a smaller scale at the West Campus Library and the Medical Sciences Library.

Since 2010, we have been setting aside the majority of our one-time savings into a fund for this next phase of the plan. A preliminary concept study done in mid-2011, estimated the cost to be $5.8M for the next phase. Since that time, some original aspects of the concept have shifted. That said, we are comfortable that the $7M we have identified plus a commitment of $300,000 from the University Writing Center will be sufficient to complete the project. Recent assignment of centralized funds for the recarpeting and asbestos abatement for the 3rd and 4th floors of Evans Library has allowed us to move forward on this initiative sooner than expected.

This next phase is a complex multi-floor initiative involving space in both the Evans Library and Library Annex Buildings and incorporate the following elements: an expansion of the University Writing Center; move to a single service point model for the Annex by combining separate desk services and relocating staff; parallel enhancements to the single service point in the Evans Library; updating multi-media student learning spaces; creating a state of the art, multi-format preservation facility; improvements to library instruction and meeting spaces to keep up with changes in learning styles; and enhanced support for the Map and GIS Library collection and services.

At this point in our planning, we anticipate that this ambitious project will include significant space reconfiguration and redefinition in the following locations (square footage is approximate)

- 8,000 sq ft on the Library Annex 1st floor
- 14,500 sq ft on the Annex 4th floor
- 7,000 sq ft on the Annex 5th floor
- 35,500 sq ft on the Evans Library 2nd floor
- 1,200 sq ft on the Evans Library 1st floor
MEMORANDUM

TO: Dr. Karan Watson  
   Co-Chair, Council for the Built Environment

Ms. B.J. Crain  
Co-Chair, Council for the Built Environment

FROM: Ms. Lilia Gonzales, AIA  
       University Architect and Chair, Design Review Sub-Council

DATE: April 3, 2014

RE: Design Review Sub-Council (DRsc) Report  
Evans Library and Annex Remodeling – Concept Design

On March 26, 2014, the Design Review sub-council (DRsc) reviewed the concept proposal for the Evans Library and Annex Remodeling Project. This $7.3 million project will provide interior renovations and updated furnishings, and contains no structural changes or exterior modifications.

The general purposes and themes of the renovation are as follows:

- Design for future flexibility
- Combine service points into one location
- Increase availability of quieter study spaces
- Create multi-function, active learning spaces
- Create collaborative study spaces with technology features
- University Writing Center expansion with added tutoring access point
- Improve preservation and conservation of collections

Further details on the concept and overviews of the work to be done within each of the impacted areas can be found in the attached presentation to the DRsc on 3/26/2014. If approved, the proposed timeline for the project is:

- Present to Board of Regents for approval in May 2014
- Issue RFQ in Summer 2014
- Begin design phase in Fall 2014
- Begin construction in Summer 2015
- Completion in Summer 2016

Recommendation
The DRsc recommends conceptual approval of the Evans Library and Annex Remodeling Project as presented, with the following caveats:

- Further review of the design shall be presented to the DRSc at 100% Schematic Design stage and 100% Design Development stage, in accordance with DRsc procedures.

Please let us know if you need additional information.

cc: Pixey Mosley  
   DRsc Members  
   Bettyann Zito
Re-Imagine the Libraries
Phase 3

Pixey Anne Mosley
Associate Dean for Administrative & Faculty Services
University Libraries

Prepared for CBE Facilities Utilization Review Sub-council
March 26, 2014

Budget & Impacted Spaces

• Overall Budget $7.3M
  – Tentatively $4M for construction and $1.9M for furnishings
• Interior spaces within current building footprints
  – Evans Library 1st floor (1900 square feet)
  – Evans Library 2nd floor (30,119 square feet)
  – Library Annex 1st floor (6,415 square feet)
  – Library Annex 4th floor (18,220 square feet)
  – Library Annex 5th floor (3,800 square feet)
• No structural changes
Purpose and Themes

- Design for future flexibility
- Combine service points into one location
- Increase in availability of quieter study spaces
- Create multi-function, active learning spaces
- Create collaborative study spaces with technology features
- University Writing Center expansion with added tutoring access point
- Improve preservation and conservation of collections

Challenges

- Various stakeholders are quite enthusiastic
- Budget is going to be tight and space is finite
- Balance of form and function
- Must harmonize with adjacent floors and spaces
- Still some details to be resolved through discussions with the architect (what will fit where)
- Staged Implementation
  - Starting with 1st floor service desks and University Writing Center expansion...
  - then Annex 4th ...
  - then Evans 2nd ...
  - then Annex 5th.
Annex 5th Floor

- Configure for Quiet Study
  - Relocate current remote storage staging shelving to staff area on Annex 3rd floor
- Simplest Changes

Library Annex 1st Floor

- Combine services from Annex 4th floor (Media & Reserves) with Ask Us Desk for single service desk model
  - Includes closed space for offices and collections
  - Includes open space for desk and media services
  - Move away from "monolith" expansive model
- May reuse some current furnishings
- Address front door environmental issues
- Least clear vision of what will best fit where and accommodating current and future needs
Evans Library 1st Floor

- Desk remodel from 2010 is not working
  - Storage designed for files not computers
  - Dimensions (height & reach) creating ergonomic problems
  - MDF construction falling apart
  - Move away from "monolith" and coordinate with Annex service point
- Group consulting space not utilized
- Need for additional staff space for better availability to support desk when busy
Current Desk & Consultation Area

Footprint for Reconfigured Desk Stations and Consultation Area

Staff Workstations

All spaces approximate and subject to shift location within footprint on floor
Library Annex 4th Floor

- Expectation of significant demolition and reconstruction
- Emphasis on digital signage for directional guidance and room availability
- Need architect’s feedback on layout of spaces to optimize square footage/lighting/hallways, etc.

Library Annex 4th Floor Occupancy

- Preservation and conservation facility
  - New initiative supported by new Dean and donors
  - Positioned for access to freight elevator and exterior fume hood venting above the SCC roof (hidden from view and non-intrusive to walkways)
  - Restricted access because of valuable collections and treatment chemicals
Library Annex 4th Floor Occupancy

- Learning & Outreach-Instructional & Event Spaces
  - Operable partitions in main active-learning space to accommodate varying class sizes and styles of instruction
  - Large wall-mounted monitors rather than ceiling-mounted projector systems
  - Space chosen for higher ceilings and wider column separation for line of sight viewing
  - Smaller rooms with audience style seating for smaller lecture-style instruction/media viewing/presentation practice spaces
    - Open for public use evenings/overnight/weekends to serve as OAL computer and study space

Library Annex 4th Floor Occupancy

- Podcasting production space
- Office suite for Learning & Outreach faculty and staff
- May need to relocate current Group Study Rooms
Sample Instructional Space Furnishings
Evans 2nd Floor

- Reconfigure Map and GIS Library for "closed stacks model" to better protect collection
- Relocate microforms
- Create family-friendly bathroom
- Expand University Writing Center and add tutoring desk
- Improve study spaces with media stations, additional OAL computers, and defined quieter study zones
- Relocate staff break room

All spaces approximate and subject to shift location within footprint on floor
Timeline

• May approval by BOR
• Summer 2014 - Issue RFQ and select A/E
• Fall 2014 – Begin detailed design process
  – Communication with stakeholders will be critical
• Spring 2015 – Complete design process bid for contractor
• June 2015 – Begin construction
• August 2016 – Substantial completion

QUESTIONS?
MEMORANDUM

To: Dr. Karan Watson  
Chair, Council for the Built Environment

Ms. B.J. Crain  
Chair, Council for the Built Environment

Subject: Evans Library & Library Annex Complex Renovation – Phase 3

RECOMMENDATION

The Council for the Built Environment’s (CBE) Facilities Utilization Review sub-committee (FURsc) recommends that the CBE support the request by the University Libraries to accomplish a $7.3 million renovation of the Evans Library and Library Annex Complex. The renovation will improve and change the function of various spaces in the main campus library complex, impacting areas on the 1st and 2nd floors of Evans and the 1st, 4th and 5th floors of the Library Annex. The plan will address needs identified by the faculty and students as primary patrons of the facility and will provide improvements to staff spaces to address short-comings in the current design and use to improve the work flows. The FURsc believes the need for these changes are justified.

SCOPE

Labeled as a “Reimagining the Libraries” plan by the University Libraries, this project is intended to improve the patron’s experience and improve the staff’s ability to service that experience. Specifically, the project will redefine and reconfigure over 60,000 square feet between the two facilities. As indicated in the attached presentations improvements will result through the expansion of the University Writing Center, movement to a single service point to enhance the interaction between the user and the staff, multi-media student learning areas, improvements to their multi-format preservation space, improvements to library instruction and meeting rooms and enhanced support for Map and GIS Library collections and service. The specific nature of the improvements will be finalized after the formal design is completed. There are plans to place this project on the University’s Capital Plan at the May BOR meeting, which will allow the pre-design processes to commence, with projected construction in the summer-2015 timeframe, with completion in summer of 2016.

The project will include a fume hood to support the archive services. EHSD will be engaged to assure that the specific placement and design of the hood will meet use, safety and regulatory requirements.

We are pleased to offer this recommendation and welcome further inquiries related to this analysis.

Sincerely,

James Massey  
Chairman, CBE-Facilities Utilization Review sub-council 
Interim Associate Vice President for Facilities

Attachments

CC: CBE-FURsc members
Re-Imagine the Libraries
Phase 3

Pixey Anne Mosley
Associate Dean for Administrative & Faculty Services
University Libraries

Impacted Spaces

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Re-Imagine the Libraries Phase 3

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