

NOTICE TO ARCHITECTS, ENGINEERS, AND PLANNERS

NOTICE IS HEREBY GIVEN, that the City of Oklahoma City has a certain Capital Improvement project that requires the services of a consulting firm.

In order to be considered, the Consultant must comply with the Resolution establishing procedure for "Selection of Architects, Engineers, and Planners" adopted by the City Council on November 18, 1986, a copy of which may be obtained at <https://www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e> or from the office of the Public Works Department Director.

The Project is as follows: **MB-1338 Belle Isle Library Expansion, Renovation and Remodeling**

Scope of Work: Design of a renovation and 14,000 square foot addition to the historic Belle Isle Library located at 5501 N Villa Avenue, totaling approximately 33,000 square feet. The existing building consists of two floors; the first floor is approximately 15,000 square feet and the walkout basement is approximately 5000 square feet. The Library strongly desires to consolidate all public areas to one floor with one public entrance. Program spaces include: a sub-dividable meeting room for 200; multipurpose room for 25; media lab; children's program room; quiet reading room; small group study rooms; collection and seating areas for children, teens, and adults; public computer areas for children, teens, and adults; modern staff service points and efficient staff work areas. The project will include sitework to accommodate a minimum of 120 parking spaces and a drive-through material return. Scope will also include updating the previously prepared building program for the Belle Isle Library.

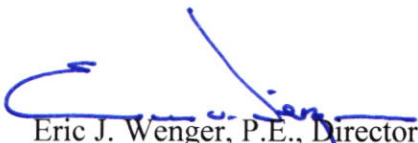
Estimated Construction Cost \$7,100,000

A part of your Letter of Interest, please provide your understanding of the project and your expertise and experience on similar projects.

Refer to the basic contract located on <http://okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e>. All contracts with the City or its related Trusts use this contract. Please review the contract to ensure insurance and indemnity requirements will be met.

Please include a 254 Form with your Letter of Interest.

Time Schedule for the above project: Preliminary Report required within ninety (90) days and Final Plans and Specifications in ninety (90) days of the issuance of the Work Orders. Last date for submitting Letter of Interest (**two copies of letter and all attachments and an electronic copy**) to the Public Works Department Director, 420 W. Main Street, Suite 700, Oklahoma City, OK 73102: prior to 5:00 p.m. August 1, 2018. Emailed submittals are not being accepted at this time.



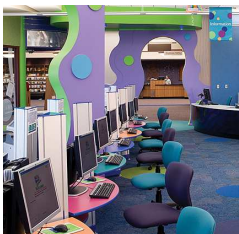
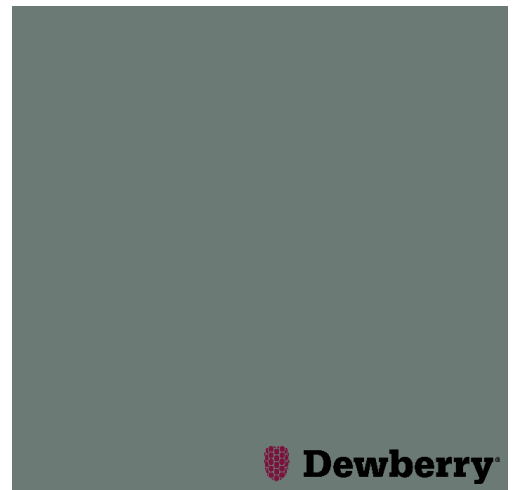
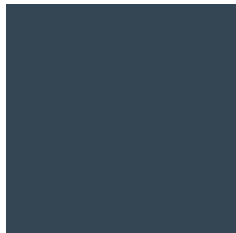
Eric J. Wenger, P.E., Director
Public Works/City Engineer



Expanded Belle Isle Library

Program Summary

April 28, 2016



Belle Isle Library:

Becoming a 21st Century Library

The Metropolitan Library System has embarked on the programming and planning for an expanded Belle Isle Library. As this library will be located in Oklahoma City, funding for the land and construction costs is the responsibility of the City. The goal is to secure funding for construction of the needed expansion in one phase.

The mission of libraries has significantly evolved from the “warehouses for books” model to that of vibrant community centers that serve the public in ways that would not have been imagined when this library was opened. **Keeping up with these changes in modes of service and material offerings is paramount if the library is to remain relevant to its community.**

The program for the expanded Belle Isle Library is the result of discussions with Library staff, the MLS’s strategic plan and looking at the current use of collections, computers and space within the current library.

The expanded library is recommended to be 28,861 SF on the upper level with the 5,200 SF Basement level for a total of 34,061 with parking for 144. This will require an approximately 13,776 SF addition. The building should include a multi-purpose meeting room for 200, a media lab to create electronic content and a multi-purpose room for 20-30 to be used as a computer lab. It will also contain a maker space or teen or adult programming, a children’s program room, a quiet reading room, six group study rooms as well as collection and computers to support adult, teens and children within the library.

The new library should be designed to be the “3rd” place within the community. It should be open and approachable. The orientation and design should integrate daylighting and maximize sustainable features. The adult and teen spaces should allow for social interaction, collaboration, study and research and life long learning. The children’s areas should be inviting and encourage learning and exploration.

The following is a summary of the proposed Building Program Spaces with a collection and seating summary. The first column is the recommended program spaces by area. The 2nd column is the similar square footage in the existing building and the last column Ren/Addition is the recommended space to be located on a single public floor.

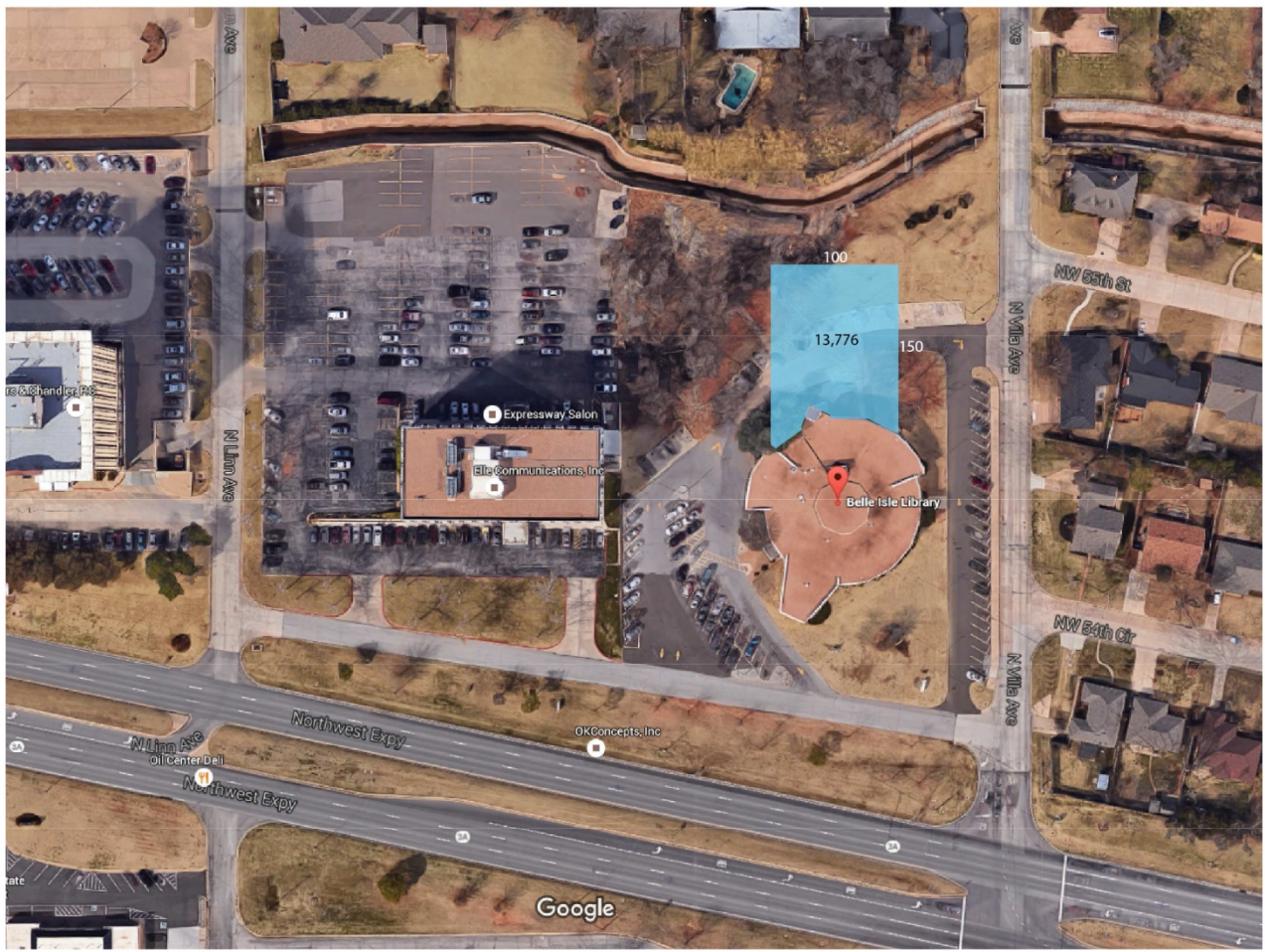
This information should be considered preliminary. As such, it will need to be revisited by all parties before the selection of an Architect and before design work begins.

Preliminary Building Program Space Summary						
Summary of Assignable Spaces				Programmed	Existing space	Ren/Addition
Program						
Section	A	ENTRY				
	1	Lobby	430 SF		270 SF	430 SF
	2	Public Restrooms	800 SF		569 SF	800 SF
		Dept. Subtotal		1,230 SF	839	1,230
Program						
Section	B	MEETING				
	1	Large Meeting Room	2,280 SF		1,538	2,280 SF
	2	Kitchenette	80 SF		60	80 SF
	3	Storage Room	250 SF		130	250 SF
	4	Media Lab	304 SF		0	304 SF
	5	Maker space/Computer Lab	780 SF		0	780 SF
	6	Storage Room	200 SF		200	200 SF
		Dept. Subtotal		3,894 SF	1,928	3,894
Program						
Section	C	Public Service/Staff work area				
	1	Public Circulation Area	336 SF		300 SF	336 SF
	2	Help Desk	230 SF		700 SF	230 SF
	3	Manager's Office	150 SF		167 SF	150 SF
	4	Drive up returns	150 SF		25 SF	150 SF
	5	Staff Workroom	1,636 SF		1,498 SF	1,636 SF
	6	Staff Break room	443 SF		245 SF	443 SF
	7	Storage	228 SF		230 SF	228 SF
		Staff Restroom	0 SF		40 SF	0 SF
	8	Conference Room	450 SF		0 SF	450 SF
		Dept. Subtotal		3,623 SF	3,205	3,623
Program						
Section	D	BROWSING				
	1	Exhibit	80 SF		0 SF	80 SF
	2	Copy Center	100 SF		92 SF	100 SF
	3	New Books	296 SF		200 SF	296 SF
	4	Adult A/V	322 SF		300 SF	322 SF
		Dept. Subtotal		798 SF	592	798
Program						
Section	E	CHILDREN'S				
	1	Children's Area	2,870 SF		1,874 SF	2,870 SF
	2	Children's Program Room	730 SF		487 SF	730 SF
	3	Storage	128 SF		71 SF	128 SF
	4	Family Restroom	80 SF		0 SF	80 SF
		Dept. Subtotal		3,808 SF	2,432	3,808

Program							
Section	F	ADULT SERVICES					
		1	Collection and Seating	7,013 SF		6,097 SF	7,013 SF
		2	Quiet Reading	900 SF		0 SF	900 SF
		3	Study Room - 6 person - 2 Rooms	320 SF		0 SF	320 SF
		4	Study Room - 4 person - 4 Rooms	480 SF		132 SF	480 SF
		5	Public Computers	1,040 SF		323 SF	1,040 SF
			Dept. Subtotal		9,753 SF	6,552	9,753
Program							
Section	G	TEEN AREA					
		1	Teen Area	1,173 SF		256 SF	1,173 SF
			Dept. Subtotal		1,173 SF	256	1,173
Program							
Section	H	SUPPORT SERVICES					
		1	Janitor's closet	100 SF		50 SF	100 SF
		2	Data/Telephone Room	SF		101 SF	SF
		3	Mechanical Room	SF		1,000 SF	SF
		4	Electrical Room	SF		100 SF	SF
		5	Delivery/Receiving	184 SF		184 SF	184 SF
			Dept. Subtotal		284 SF	1,435	284
			TOTAL ASSIGNABLE SPACE		24,563 SF	16,400 SF	24,563 SF
			TOTAL UNASSIGNABLE SPACE		4,298 SF	3,886 SF	4,298 SF
			GROSS BUILDING TOTAL		28,861 SF	20,286 SF	28,861 SF
			ADDITION				13,776 SF
			Net to Gross Factor		1.175 SF	1.24 SF	1.175 SF
			Current 1st Floor 15,084 plus 13,776 SF Addition and existing 5,200 SF basement = 34,060 SF				
		*	Note Basement is 5,200 SF with 830 SF being used for the library and 4,370 for MLS system storage				
			Parking - 5 spaces/1,000 SF		144		144 *
			* Parking calculated for upper level only				
Building Collection/Seating/Computer Summary							
Collection			Total Collection		Shelved		
			New Books	2,187	1,540		
			Adult A/V	12,880	9,200		
			Children	26,822	22,352		
			Adults	59,356	51,614		
			Teens	2,568	2,140		
			Staff	1,694	1,694		
				103,813	88,540		

Seating				Programmed	Existing
			Lobby	2	0
			Large Meeting room	200	125
			Media Lab	5	0
			Maker space/Computer Lab	12	0
			Conference Room	18	0
			New Books	4	0
			Children	24	10
			Children Program Room	40	32
			Adult	28	44
			Quiet Study	14	0
			Group Study	28	4
			Adult Public computers*	20	15
			Teen	30	5
* Does not include laptops, tables, chromebooks etc for use in library				425	235
Computers					
			Self check-out	4	1
			Help Desks	4	4
			Staff workroom	12	9
			OPACS	5	5
			Media Lab	3	0
			Maker Space/Computer Lab	12	0
			Adult*	20	13
			Teen	6	0
			Children	6	4
				72	36

It is recommended that the 2nd floor be expanded to the north toward the creek. This will allow parking to occur below the expanded library and provide an opportunity to bring natural, north light into the library. The placement of the expansion is shown as reference only. The final placement will need to be coordinated with all zoning and drainage easements and requirements.



BELLE ISLE LIBRARY SITE PLAN

0' 50'

The Project budget is based on 2017 construction costs and includes land, site development and building construction costs, furniture, technology, AV and security, collections and all professional fees and services. Refer to separate handout for a recap of the estimated project costs.