

Prepared by: Gale Bradbury

Date Prepared: 12/1/2011

Project Title: Bill Library Addition Program Area: Bill Library

Project Description: Give a brief (1-2) paragraph description of what the project includes. Provide basic information, such as the location, size, acreage, floor area, capacity, etc.

The need for additional space at Bill Library has not gone away and will need to be addressed in the future. State Library standards suggest a minimum size requirement according to population and other factors. Ledyard's Libraries fall far below the suggested size. A Community Facilities Assessment study done in 2011 reviewed the space needs of the library and recommended that an addition be constructed on Bill Library according to the plan previously approved by the town, adjusted to meet the 2011 [current] state guideline standards.

Planning Context:

A comprehensive needs assessment conducted in 1998 by a building needs assessment committee determined there was not enough space for the libraries to provide the level of services to which the residents of Ledyard were entitled. A timeline of events follows

1999

- Town Council established a Building Committee
- The Committee retained the services of Tuthill and Wells Architects to help us develop a proposal.

2000

- Preliminary approval of project given by Planning and Zoning
- Plan was presented to Town Council
- Authorization given to apply for State Library Grant given
- State Library Construction Grant approval received
- Capital Campaign initiated

2005

- Referendum held on initial proposal for 14,368 sq. ft addition. Referendum failed – 54% no; 46% yes

2006

- Referendum held on revised proposal for 8,385 sq. ft failed
- Building Committee Resigned
- State Library Grant returned

2011

- A Community Facilities Assessment done by SMMA recommends building an addition to Bill Library based on the previously approved plan.

Note: The final report of the Building Committee dated July 5, 2006 contains a complete chronology of the work done.

Form 1. Individual Project Proposal Descriptions and Justification

Schedule: If the project will take several years to complete, outline the schedule here and on Form 2. If applicable, be sure to include work done in prior years, including studies or other planning, and refer to the Previous Town Meeting Item.

Note: Design development drawings for the last proposal were done and paid for in 2006.

Coordination: If the project is dependent upon one or more other CIP projects, identify them and indicate what the relationship among the projects is. If the project is not dependent upon, but should be linked to one or more other CIP projects, identify them and indicate what the relationship among the projects is.

Previous Town Meeting Action: If the project has previously been included in the Warrant for a Town Meeting, indicate the year, the warrant article number, and Town Meeting action. Indicate the action taken, even in if the article was indefinitely postponed, referred for further study, or defeated. If there was a general planning study on which this project is now based, indicate the name of the study and when it was approved by the Town Meeting.

Project Priority: (Note: The highest priority does not have to occur in the nearest year, and priorities do not necessarily follow in chronological order. It may be that your most important project may not be needed or be ready for action until three years from now.

 1 priority within department/program area

Estimated Cost: Instructions: Amounts shown here should agree with Form 2. For projects that will take more than one year, list each year separately and then show total.

Planning:	\$20,000
Project Cost:	Unknown at this time

Basis of Cost Estimate: Check one of the following. If you want to provide more detail on the estimate, do so with a narrative after indicating the type of estimate.

- Cost of comparable facility or equipment
- Rule of thumb indicator, unit costs
- From the cost estimate from engineer, architect, or vendor
- From bids received
- Preliminary estimate, (e.g. no other basis for estimate, guesstimate)

Form 1. Individual Project Proposal Descriptions and Justification

Alternative Financing: Instruction: Include an amount and a source here only if it is a source other than real estate tax levy. Complete this section only if you know of a specific source, such as a state or federal grant or some reliable private funding.

The Library Commission is committed to raising funds through grants and private fund raising to offset the cost of the project. Funds previously raised are being held for this project. A State Library Construction Grant is available to us provided we meet the state criteria for expansion size. We previously qualified for a small cities grant for handicap access (ie. Elevator, bathrooms, lowering entrance to ground level) and may be able to qualify again.

Building Fund established earlier	\$252,342.*
State Library Construction Grant	\$1,000,000
Small Cities Grant	\$500,000

*Funds being held by the Bill Library Association are currently invested in stocks and the amount shown reflects the current downturn in the market.

Date Prepared: December 1, 2011
 Prepared By: Gale Bradbury
 Approved By: Library Commission
 Department: Library

Form 1: Project Summary											
Project Title or Item Requested	Description of Project/Item Requested	Evaluation Category	Planning Context	Schedule	Coordination	Priority within Department	Assessment of Urgency (H, M, L)	Risk of Deferring Project (H, M, L)	Cost	Basis of Cost Estimate	Alternate Financing
Bill library Addition	Addition and renovation to Bill Library	NEF	See Below	Multi Year	None	High B	H	H	Unknown		Private fundraising and grants available
	The need for additional space at Bill Library has not gone away and will need to be addressed in the future.										
	State Library standards suggest a minimum size requirement according to population and other factors. Ledyard's Libraries fall far below the suggested size.										
	Planning Context										
	A comprehensive needs assessment conducted in 1998 by a building needs assessment committee determined there was not enough space for the libraries to provide the level of services to which the residents of Ledyard were entitled.										
	A timeline of events follows.										
	1999	Town Council established a Building Committee									
		The Committee retained the services of Tutill and Wells Architects to help us develop a proposal.									
	2000	Preliminary approval of project given by Planning and Zoning									
		Plan was presented to Town Council									
		Authorization given to apply for State Library Grant given									
		State Library Construction Grant approval received									
		Capital Campaign initiated									
	2005	Referendum held on initial proposal for 14,368 sq. ft addition. Referendum failed – 54% no; 46% yes									
	2006	Referendum held on revised proposal for 8,385 sq. ft failed. Cost at that time \$4.5 million									
		(Fundraising and grants would have covered \$2 million)									
		Building Committee Resigned									
		State Library Grant returned									
	2011	A facility assessment recommends and addition to Bill Library using the plan previously approved by the town, adjusted to meet the 2011 [current] state guideline standards									
		The longer this project is deferred the more costly it will become.									

Form 2: Project Fiscal Impact							Project Title: Bill Library Addition		
Cost Elements	FY12	FY13	FY14	FY15	FY16	FY17	Cost to Date	TOTAL	
Planning/Design			20,000					20,000	
Site Acquisition								0	
Site Improvement								0	
Construction								0	
Purchase of Equipment								0	
Other								\$ -	
Contingency								\$ -	
TOTAL:	0	0	20,000	0	-	0	0	0	\$ 20,000
Impact of Individual Project Proposal on Operating Budget:									
Cost Elements	FY12	FY13	FY14	FY15	FY16	FY17	Explanation		
Payroll & Fringes									
Professional Services									
Miscellaneous Expenses									
Other									
TOTAL:	0	0	0	0	0	0		0	0

Costs are unknown at this time but the Library Commission recommends we readdress this request and funds will be needed for planning purposes.