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February 7, 1997

Mr. Edward Nadle
Springfield Library & Museums Association
220 State Street
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RE: SPRINGFIELD PUBLIC BRANCH LIBRARIES FACILITIES REPORT

The Springfield Library & Museums Association (SLMA) contracted with Caolo & Bieniek Associates, Inc. to conduct a survey of branch library facilities that will enable SLMA Trustees and Administration to set well-informed priorities regarding improvements to each building. Enclosed are the final facilities reports which outline results from site surveys of the seven Springfield Branch Libraries. The surveys were conducted to determine compliance with all present day codes, including *The Americans With Disabilities Act* (ADA). The reports also review building envelope conditions and maintenance issues and make renovation recommendations that will provide for more efficient building systems. The information in the reports is from on-site data collection, interviews with administrative personnel, and architectural and engineering evaluations of the buildings' systems.

Construction cost estimates are included for each item indicated in the report. In deriving the estimates, we combined the generally accepted cost estimating sources and the current bidding climate in the area. The cost estimates are based on the projects being bid publicly, with contractors paying prevailing wages and do not include any hazardous material removal such as contaminated soil from underground fuel tanks.

In most cases, the reports do not address the program requirements of individual branch libraries. It should be noted that some recommended building improvements, particularly those related to the ADA, will seriously reduce the space that is available for providing library service. Judgments related to renovations as they affect service are best made by library professionals, who are familiar with the space/program needs of each branch library. Our recommendation for an addition to the Sixteen Acres Branch Library is the only exception to this caveat. The obvious overcrowding of the building, coupled with heavy public activity prompted us to recommend an addition which will compensate for the loss of space that will result from bringing the building into compliance with ADA regulations.

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The surveys were conducted to identify required improvements in the following areas:

Architectural:

- Handicap Access
- Building Code Compliance
- General Maintenance
- Building Envelope Repairs

Mechanical:

- Air Conditioning System
- Ventilation System
- Plumbing System
- Energy Conservation
- Code Violations

Electrical:

- Fire Alarm System
- Emergency Lighting
- General Illumination
- Telephone System

Each report is separated into the three categories listed above with costs for the specific category. Several reports also include our recommendations to provide the most cost effective means to renovate the building or resolve current code deficiencies.

If you have questions or comments, please feel free to contact me.

CAOLO & BIENIEK ASSOCIATES, INC.



James Hanifan, AIA