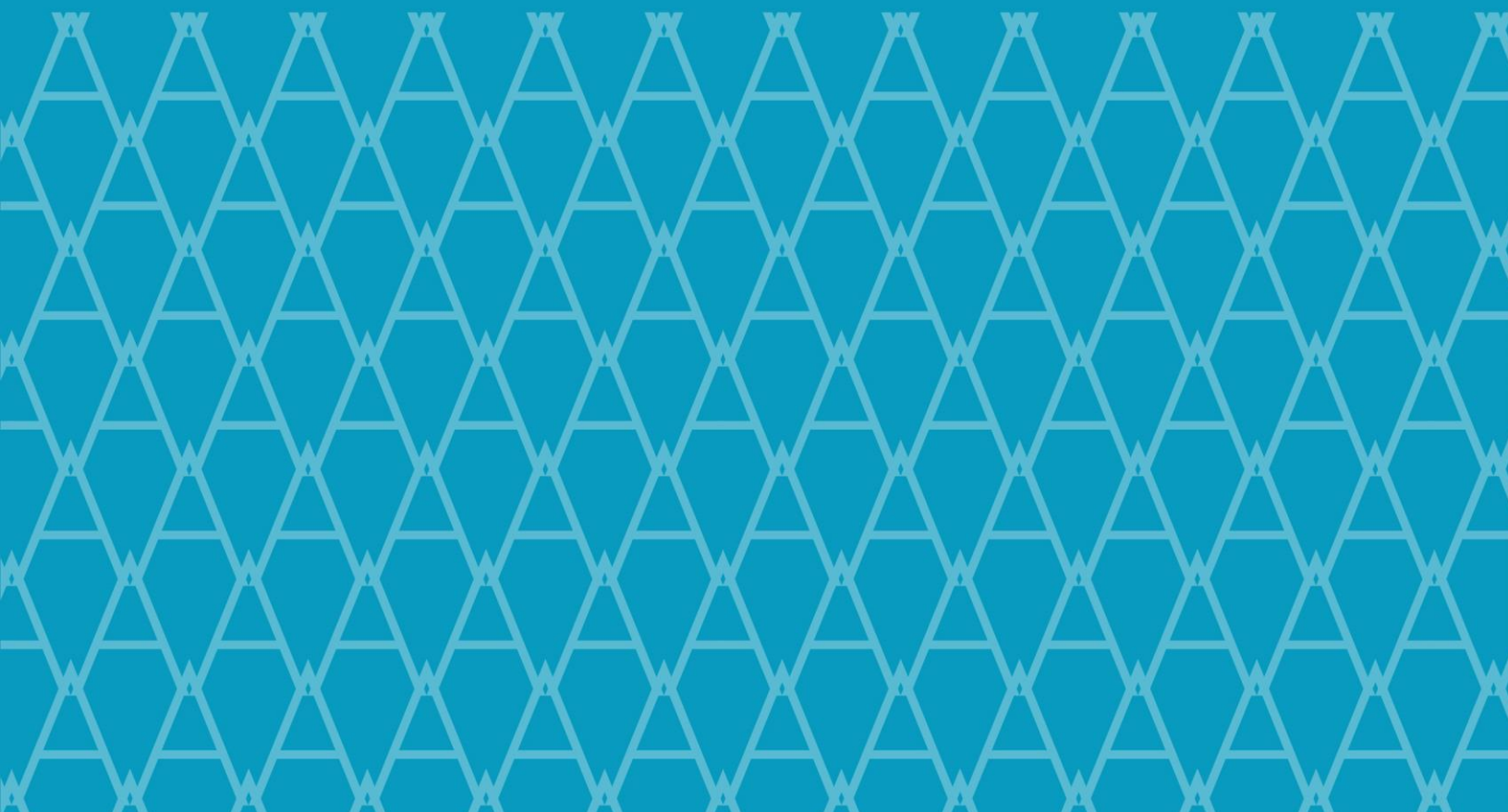


# AUSTIN PUBLIC LIBRARY

April 2020  
**DIRECTOR'S REPORT**



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# HIGHLIGHTS

## Our doors are closed, but our collections are open!

In an effort to slow the spread of COVID-19, all Austin Public Library locations, The Austin History Center and Recycled Reads are closed to the public. While we can't visit with you in person, we encourage you to visit Austin Public Library's [Virtual Library](#) and take advantage of the many digital resources available for all our customers.

## Access Virtual Resources

Take advantage of the library's eCard. This card provides access to the library's digital materials and can be acquired without visiting a library location. (The card is free for Austin residents and costs \$22 for non-resident.)

To apply visit: <https://library.austintexas.gov/mylibrarycard>

## All Ages Virtual Resources

Austin Public Library's [Virtual Library](#) provides all-ages access to eBooks, audiobooks, eLearning, entertainment, magazines and newspapers, homework help, and research and databases.

Looking for another good book, but having trouble narrowing it down? Let the Library tailor a list to your interests. Please note that while the library remains closed, we will only recommend titles that are available through the Virtual Library: <https://library.austintexas.gov/recommended/personal-picks> The following service extensions have been added to virtual resources:

KANOPY - play credits extended to 5 per month

CLOUDLIBRARY - checkouts extended to 10 days

HOOPLA - checkouts extended to 5 per month

ANCESTRY LIBRARY EDITION access from home for a limited time

FOUNDATION DIRECTORY ONLINE - access from home for a limited time

## Service Changes

The following service changes are effective until further notice:

Due dates for items due during the closure have been extended and will be modified as needed while the Austin Public Library remains closed.

All programs and events at libraries are CANCELED, such as story times, club meetings, community talks, computer classes, public meetings, building rentals, etc. Book drops are CLOSED.

## HOLDS

Holds that are currently ready for pickup will be available when the library reopens.

Customers will not receive hold notification emails during the closure.

NO new holds may be placed during the closure period.

Library Cards set to expire during the closure period will be extended through the closure period.

Library Cards that expired prior to the closure period can be renewed online.

Austin Public Library will continue to monitor COVID-19 developments with the help of Austin Public Health, the City of Austin, and its partner agencies. Decisions to reopen the library system will be based on the COVID-19 situation. Austin Public Library will seek to balance the safety and health of our community with its commitment to serving our citizens.

## Electric Lady Bird

[Electric Lady Bird \(ELB\)](#) delivers commercial-free, curated music from Central Texas artists. The Live Music Capital's best is served up, 24/7, through a user-friendly digital music platform. You can find it through APL's Virtual Library. We're currently looking to add even more great local music to Electric Lady Bird. Our next submission round is open May 1-30, 2020.

***Austin Musicians! The next Electric Lady Bird submission round is open May 1-30, 2020.***

Selected musicians will be awarded \$200 for full-length albums and \$100 for EP-length releases. In exchange, the Library will receive non-exclusive rights to stream the album/EP for a 3-year term. Jurors from the Austin music community will select the best albums.

Get your tunes ready to submit. For more info, go to [library.austintexas.gov/ELB](https://library.austintexas.gov/ELB)



# FACILITIES SERVICES

## FY2018 Bond Program Summary

### Description

The 2018 Bond Program for the Library Department consists of fifteen improvement projects located across the City of Austin. The projects are grouped into the following categories:

- “PKG A” CLMP180 2016 Site/Civil Engineering Projects  
Hampton at Oak Hill Parking Lot Expansion; Cepeda Branch Trail
- “PKG B” CLMP282 Faulk /Austin History Campus -  
Faulk Library Archival Repository Upgrade; Austin History Center Interior & Exterior improvements
- “PKG C” CLMP286 Interior Renovation Projects - Old Quarry Branch Renovation; Little Walnut Creek Branch Renovation; Willie Mae Kirk Branch Renovation; Manchaca Road Branch Roof Replacement & Renovation; St. John Branch Renovation
- “PKG D” CLMP287 Roof Replacement & System Upgrades - Ruiz Branch; Carver Branch; University Hills Branch; Howson Branch; Spicewood Springs Branch; Yarborough Branch



### Status

- PKG A: Negotiations for Civil Engineering Design Services are 100% complete. Contract Execution and NTP for design services is anticipated to occur within 30 days.
- PKG B: Due to COVID - 19 the March 20, 2020 contract kick-off meeting for Architectural Design Service has been rescheduled for a virtual format. Architectural Services Contract Execution Date and NTP is tracking to be complete by May 29, 2020.
- PKG C: The contract kick-off meeting for Architectural Design Services with MWM Architects is scheduled for March 24, 2020. Contract Execution and NTP are tracking to be complete by May 11, 2020.



- PKG D: The contract kick-off meeting for Engineering Design Service occurred March 19, 2020 with the CCO, Baer Engr., and Austin PL in a virtual format. Contract Execution and NTP is tracking to be complete by May 11, 2020.

## Schedule

The design and construction program's deliverables are revised to a 36-month timeline. All timelines are estimates and subject to change without notice. Construction starts will be staggered to minimize impacts to existing levels of branch services.

***The 2018 Bond Program for the Library Department consists of fifteen improvement projects located across the City of Austin.***

# FY2012 Bond Program Summary

## Description

- Proposition 18: Library, Museums and Cultural Facilities \$13.4 Million

## Cepeda Branch

### Scope of Work

Site Drainage Remediation and Interior Renovation of 8,110 SF Facility

### Status

Design Phase 90% Complete.

Library Facilities Project Coordinator and Project Architect are revising the front-end documents of the project plans and specifications. Revisions are necessary to send the plans and specifications out as an IFB.

### Budget / Cost

Appropriation \$1,049,839; Obligated \$579,442.17; Balance \$470,396.83

### Other Issues

The 6,000sf roofing system is being overlaid with a silicone roof coating to extend the roof warranty by 20 years.



## Zaragosa Technical Support Warehouse

### Scope of Work

Replacement of Sprinkler System (life safety) in 20,000sf Facility

### Status

The Project Plans are being revised and re-bid.,

### Budget / Cost

Appropriation \$794,965; Obligated \$293,376.56; Balance \$501,588.44

### Other Issues

The IFB is estimated to take 10 months to contract execution.

## University Hills Branch

### Scope of Work

The work of this project comprises the construction of a new asphalt 29 parking space parking lot expansion at the existing University Hills Branch Library.

### Status

100% Construction Documents are with the Development Services Dept for site plan review. Stantec Civil Engineers is in the process of responding to comments from the City's Development Review Dept (DRD).

### Budget / Cost

Appropriation \$1,532,458.00; Obligated \$743,828.43; Balance \$788,629.30

### Other Issues

COVID-19 is impacting the site plan review process. The project is technically on hold.



## Yarborough Branch

### Scope of Work

Interior Renovation of 15,120 sf Facility

### Status

Construction Phase is 80% complete and progressing.

Upgrades to the fire protection system continue.

### Budget / Cost

Appropriation \$984,066; Obligated \$968,207.47; Balance \$15,858.53

### Other Issues

Items remaining to be completed include but are not limited to the following: Main Signage, Pendant Light, and passing Fire Protection System Inspection.

## Pleasant Hill

### Scope of Work

Roof replacement and HVAC system overhaul for 8,851 sf facility. Additional Scope includes Interior Renovation.



**Status**

Construction Phase of Roof and HVAC Replacement @ 90% Complete.

Negotiations for Architectural Services for the additional work to include interior renovations are being finalized.

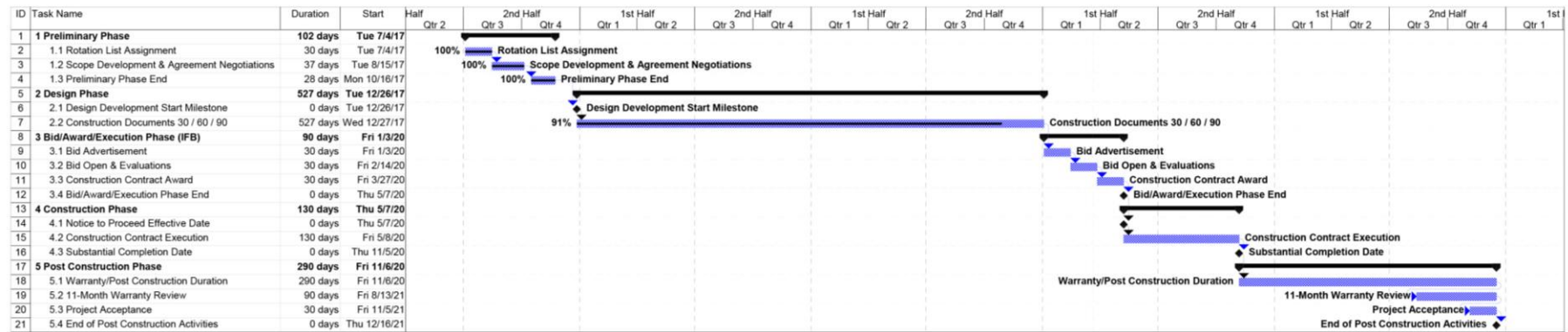
**Budget / Cost**

Appropriation \$1,147,997; Obligated \$1,079,763.79; Balance \$68,233.21

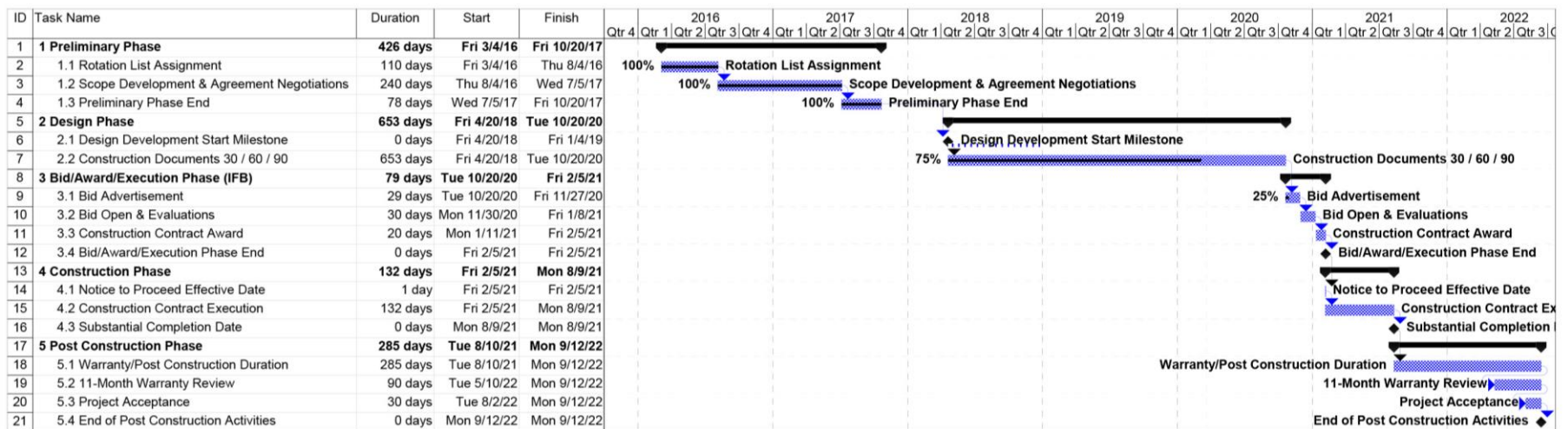
**Other Issues**

Construction activities continue. Phase 1 is slated to be completed April 17, 2020.

## Cepeda Branch Renovations



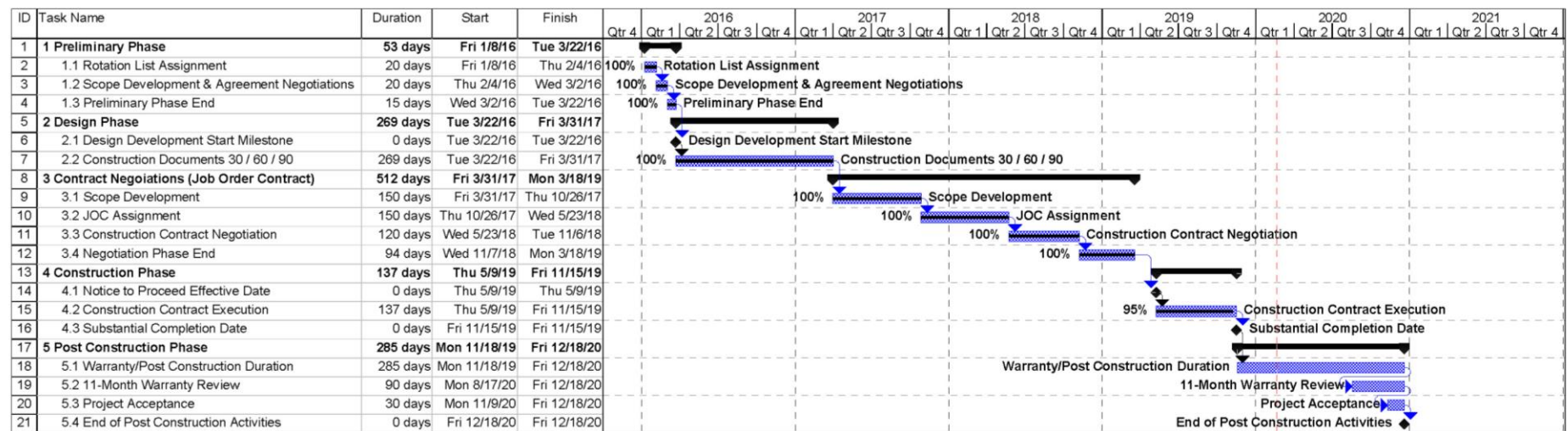
## Zaragosa Warehouse



## University Hills Branch



## Yarborough Branch



# Cepeda Branch / Hampton Branch (Site/Civil) Report

## Project Description

The Cepeda Branch Library Trail Project was initiated to provide a safe, well-lighted pedestrian pathway from the Cepeda Branch Library property at 651 N Pleasant Valley Road through to Gonzalez Street under the adjacent East Seventh Street overpass.



The Will Hampton Branch Library at 5125 Convict Hill Road has experienced heavy use by the community since the facility first opened its doors in 1997. The community facility is public-facing and adjacent to the equally popular Dick Nichols District Park. The project consists of adding 22 parking spaces to the existing parking lot.

## Status

Negotiations for Civil Engineering Design Services are 100% complete. Contract Execution and NTP are anticipated to occur within 30 days.

## Schedule

See Gantt Chart

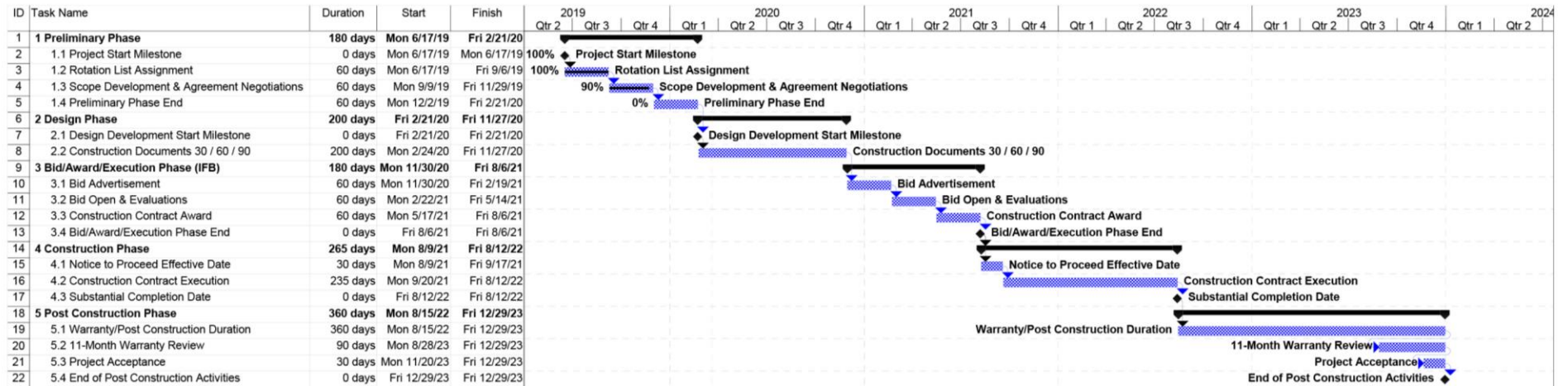
## Cost

Design Budget \$77,349; Construction Budget \$644,578

## Other Issues

Homeless encampment under the 7<sup>th</sup> St Bridge

## Cepeda Branch / Hampton Branch Monthly Schedule





# Faulk Building / Austin History Center Monthly Report

## Facility Improvements & Archival Repository Expansion

### Project Description

The Faulk Library and Austin History Center are grouped together to meet the growth demands of the City's burgeoning population by adding much needed archival storage space, security for collections, and upgrading environmental controls. The campus will be reinforced as a single destination that will facilitate seamless interchanges between the Faulk Building, the Austin History Center, adjacent Wooldridge Square and many nearby historical sites.



With sustainability as a project goal the work to the Faulk Building include but is not limited to modifying the 2nd and 3rd floors of JHF to meet minimal archival storage standards. Removing existing carpet and providing a sealed, epoxy-coated concrete flooring finish. Additional work includes upgrading the building M/E/P and Elevator Retrofit. Infrastructure upgrades at the Austin History Center include wheel chair lift replacements, lead-based paint abatement, renovation of worn finishes, lighting retrofit, and renovation of exteriors to redress structural and aesthetic improvements.

### Status

Due to COVID-19 the March 20, 2020 contract kick-off meeting for Architecture Design Services has been rescheduled for a virtual format. Contract Execution Date for design services is May 29, 2020. The evaluation panel for CLMA035 to select a Construction Manager at Risk (CMR) has been assembled. Proposals are due April 6, 2020.



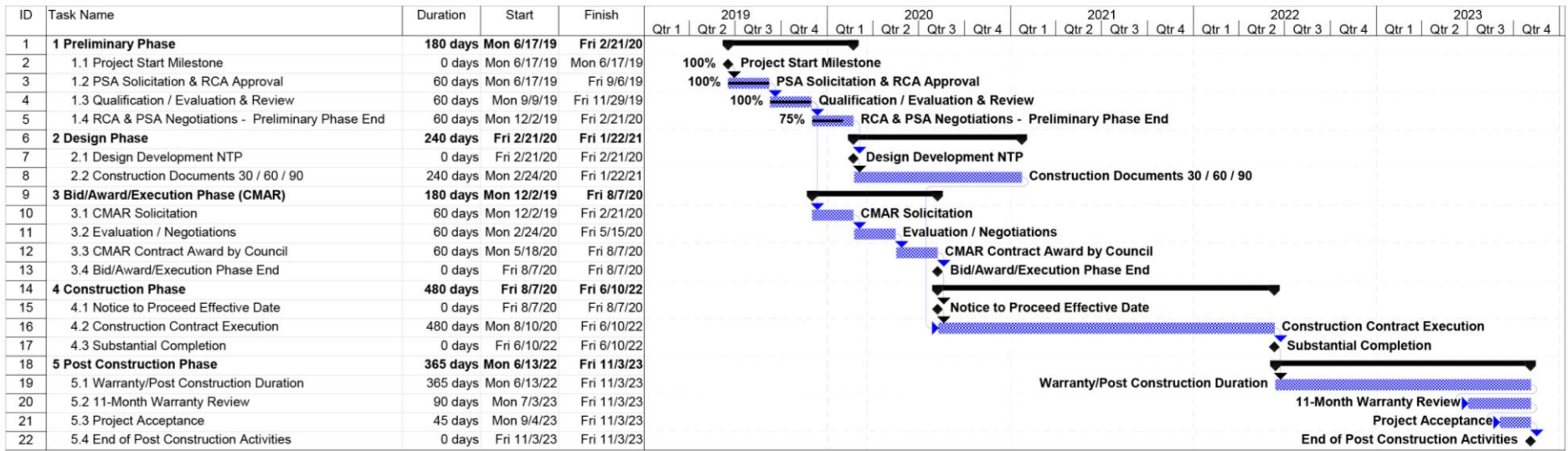
### Schedule

See Gantt Chart

### Cost

Design Budget \$1,519,343; Construction Budget \$12,661,189

## Faulk Library Building / Austin History Center Schedule



# Interior Renovations Monthly Report

## Project Description

Austin Public Library 2018 Bond Program Package “C” Interior Renovations, combines five library branch projects with similar modernization and refurbishment scopes of work. The work require project designs that are reflective of the emerging architectural styles of our region and sympathetic to the City of Austin initiatives including citizen participation in the design processes, Art in Public Places, and project team participation by minority and women-owned businesses.



The scope of Package “C” consists of selective demolition of the finishes of the existing building and renovations to the same that include interior finishes, floor finishes and base, new suspended ceilings and electrical service, lighting and plumbing, new gypsum drywall assemblies, storefront window systems and new furnishings. The project includes miscellaneous asbestos abatement. Compliance with current Americans with Disabilities Act (ADA) standards and the City of Austin Sustainability objectives are project goals. Projects which comprise Pkg. C are as follows;

- The Old Quarry Branch
- Little Walnut Creek Branch
- Manchaca Road Branch
- Willie Mae Kirk Branch.
- St. John Branch

## Status

On March 12, 2020 Council authorized negotiations with MWM Architects and the contract kick-off meeting was scheduled for March 20, 2020. Due to COVID-19 the March 20 contract kick-off meeting is being rescheduled to meet a virtual format. Architectural Service Contract Execution date is May 29, 2020.

## Schedule

See Gantt Chart

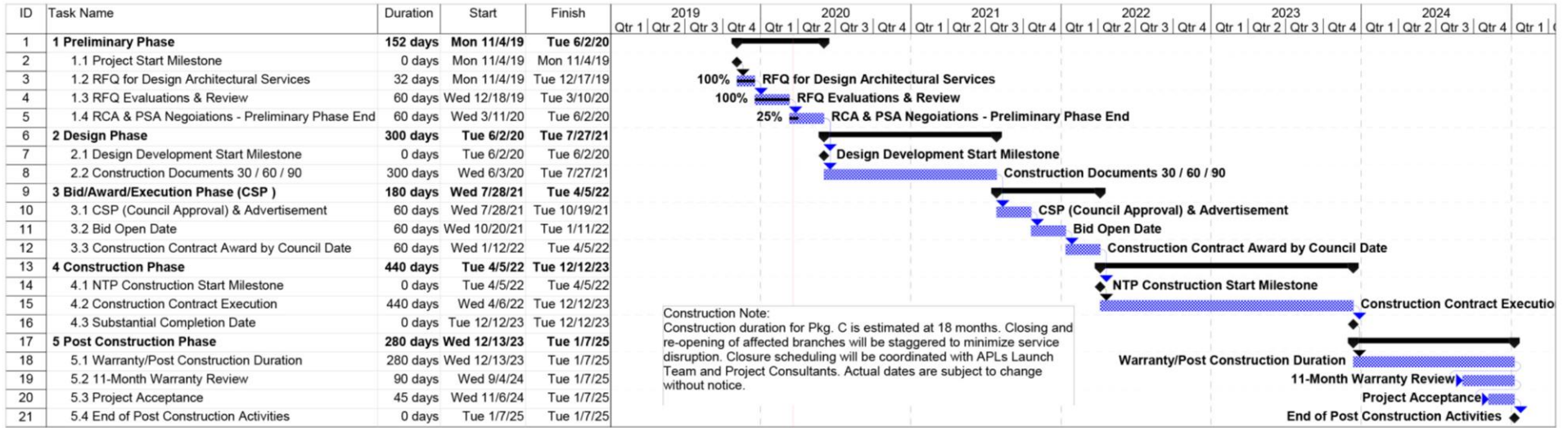
## Cost

Design Budget \$658,261; Construction Budget \$5,692,306

## Other Issues

None to date

## Interior Renovations Schedule





# Roof Replacements & Systems Upgrades Monthly Report

## Project Description

Austin Public Library 2018 Bond Program Roof Replacements & Systems Upgrades, combines six library branch projects with similar scopes of work for roofing system rehabilitation to extend the life-cycle and or HVAC Systems and controls upgrades. Warranty requirements for roofing systems shall be 20 years for leakage and weather and, 10 years for HVAC Systems. The HVAC Systems shall be upgraded to contribute to overall building energy goals, shall have low life cycle costs and capable of providing excellent indoor environmental quality while minimizing maintenance requirements.



A Commissioning Agent (Cx) will assist ACFS with refining the HVAC functional requirements and roofing system rehabilitation requirements. Systems to be commissioned are Roof, Air Conditioning, Heating Systems, Security / CCTV, PV Array and Sub-Metering devices. Work by related trades may include but is not limited to, asbestos abatement, steel, building automation, electrical and plumbing. Project will also feature: upgrading of the roof drainage system including scupper's, repair and upgrade of lightning protection system. Projects which comprise Pkg. D are further described as follows;

- **Ruiz Branch** Roofing System
- **Carver Branch** Roofing System & HVAC Upgrade.
- **University Hills** Roofing System
- **Howson Branch** HVAC and Controls Upgrade
- **Spicewood Springs** Roofing System
- **Yarbrough Branch** Roofing System, replacement of clerestories, and upgrade of lightning protection system.

## Status

On March 12, 2020 Council authorized negotiations with Baer Engineering & Environmental Engineering Consulting Inc. A virtual contract kick-off meeting occurred March 19, 2020 with the CCO, Baer Engr., and Austin PL. The target date for Contract Execution and NTP is May 11, 2020.

## Schedule

See Gantt Chart

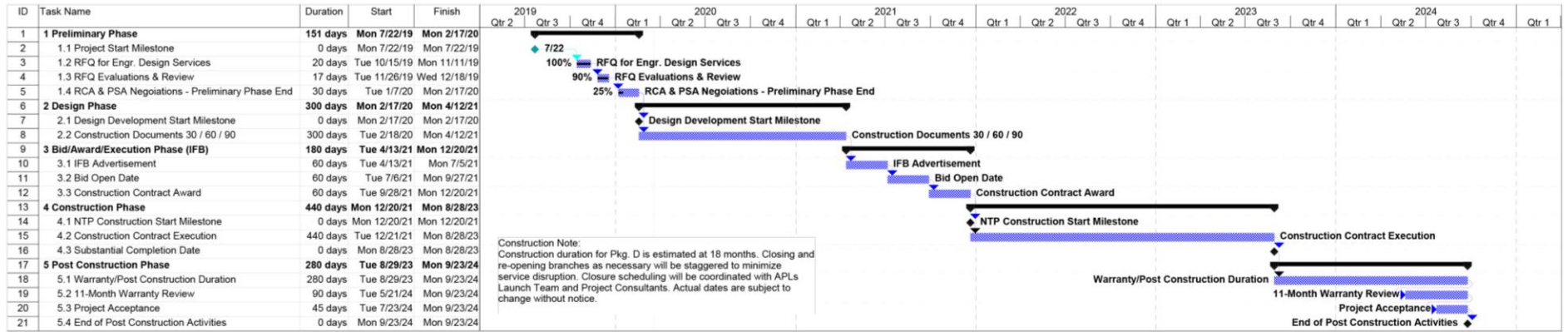
## Cost

Design Budget \$673,169; Construction Budget \$5,616,253

Note: Design and construction budget estimates are subject to change without notice.



## Roof Replacements & Systems Upgrades Schedule



# AUSTIN HISTORY CENTER

## Programming & Outreach

- On March 7, the AHC's Community Archivists hosted "Healing the Earth, Healing Ourselves" self-care salon. Thirty women attended the event, including one attendee who remarked: "Connecting as people and sharing our stories is such an important part of my healing and growth and I'm grateful for the space that was created here. I'd like to see more events related to healing and to histories related to communities of color in Austin."
- On March 30, the AHC started crowdsourcing documentation of life in Austin during the COVID-19 pandemic and acquired 9 donations the first day after the digital submission form opened. The project, "COVID-19 Files: Austin Responds to a Pandemic," is a community gathering point for stories, art, and other shared experiences of this unprecedented event. <https://library.austintexas.gov/covid-19-files>.

## Collections

- AHC staff finished processing 5 collections, the Ann Hudspeth Photographs Collection, Saheli Records, the Charles and Fanny Norman Papers, the Bridgette Beinecke Papers, and the Neal Spelce Communications Records. The finding aids are available online at: [http://www.lib.utexas.edu/taro/browse/browse\\_ahc1.html](http://www.lib.utexas.edu/taro/browse/browse_ahc1.html).
- The AHC acquired 3 linear feet of programs, posters, notes, correspondence, photographs, and memorabilia documenting local African American musician Beulah Agnes Curry Jones, who was Dean Emeritus of Fine Arts and Music at Huston-Tillotson University and active in Austin's community at large. We also brought in 3 linear feet of posters, creative work, audiovisual materials, and correspondence documenting local Latinx artist, actor, musician, and dancer Leticia Rodriguez.

## Exhibits

- The AHC repurposed content from many of its previous photo exhibits as new online exhibits. The last 7 exhibits were placed online and are now available to the public at: <http://library.austintexas.gov/ahc/online-exhibits>.

## Reference

- Research was conducted at the AHC and photos from the AHC were purchased for use in a Fox 7 news story about Lady Bird Johnson, suffrage exhibits at the Houston Heritage Society and the UT School of Law, an *Austin Monthly* story about the Zilker Zephyr, and a new biography of Dr. Alberto Garcia.
- A woman from South Carolina called the Reading Room phone on March 10 to ask if there was a way to search the Austin newspapers for an event that happened in 1957 or 1958 where Congress Avenue closed a few blocks for a hula hoop contest. She was a little kid at the time and won the contest! After the article

was found and sent to her, she replied, “You just made my day! My friend told me ‘why don’t you go to the archives’, and today I went to the archives and you found it for me!”

## Grants

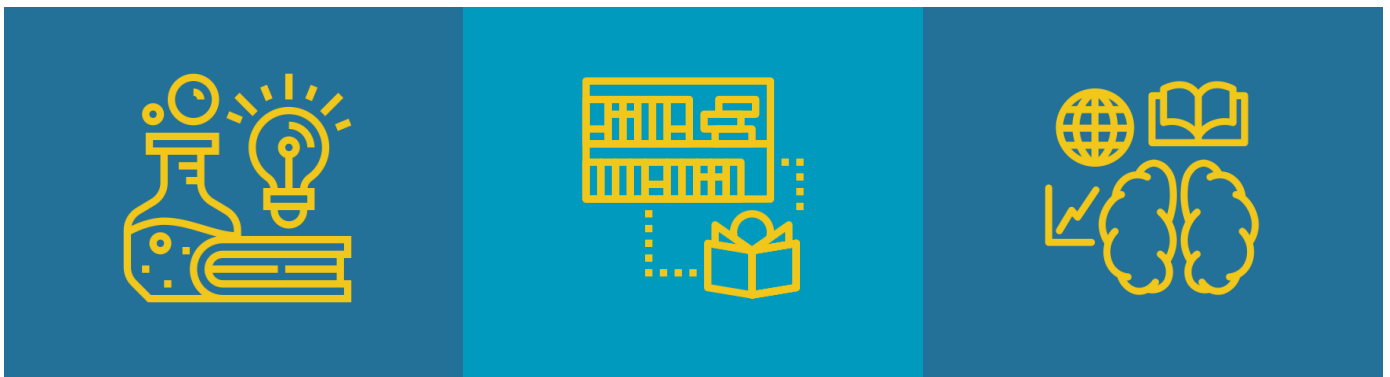
- The AHC submitted 2 grant requests in partnership with the Austin History Center Association. The first was a TexTreasures application to the Texas State Library and Archives Commission to digitize a portion of the *Austin American-Statesman* photo collection, focusing on how the paper represented Austin’s communities of color. The second request was to Humanities Texas for adding a community led oral history component to the La Musica Chicana project.

# LIBRARY PRIORITIES

## Literacy Advancement

Even though the branches were closed to the public the second half of March, the first half was busy (and business) as usual!

Several branches planned “Seuss x Seuss West” events in honor of SXSW and Dr. Seuss’ birthday. At the Windsor Park Branch, over 200 people attended their Seuss x Seuss West Storytime Party on March 7.



## Digital Inclusion & STEM

At the Central Library, the Children’s section provides “Wonder Tables” with STEM-related manipulatives to inspire kids and their caregivers to explore science concepts through play.

## Equity, Diversity & Inclusion

The Little Walnut Creek Branch offered the second in a series of Global Arts presentations. Local food artist, Mi Na Dee Oo, demonstrated recipes of Burmese cooking, followed with information on Austin Public Library’s new virtual library resource to self-publish ebooks. This three-part series, Global Arts, shines light on art forms originating outside of the United States by featuring selected local artists to present a cultural and educational workshop. Artists demonstrate their art techniques and share their stories related to the art form.

## Civic and Community Engagement

Our branches partner with many City departments and community organizations. The APL Bookmobile made its regular visit to Texas School for the Deaf; University Hills staff visited Conley Guerrero Senior Activity Center and shared a craft activity; and the Literature Live! Puppet troupe presented *The King’s Daughter* at several Austin ISD campuses.

The Twin Oaks Branch has created sensory gardens to appeal to all five of your senses; sight, sound, smell, touch, and taste. They celebrated the launch of the sensory gardens with a special storytime, a nature walk, crafts, selfie station, snacks and more!

Branch staff truly miss public service. Several branches are maintaining communication with their volunteers by email, and we are busy making plans for new programs. Many staff members have also been working with the City's Emergency Operations Center and Austin Public Health, in efforts to serve our beloved Austin community.

## **Staff Development**

During the City's Stay Home, Work Safe order, The City of Austin is providing free access to LinkedIn Learning courses for all employees. Participants can unlock learning experiences taught by real-world professionals with over 8,000 courses, CEUs and certification prep. Examples include "The Six Morning Habits of High Performers" and "Microsoft Azure Security Technologies Cert Prep."

## **Workforce and Economic Development**

Central Library offered a Teen Job Tips workshop where teens learned interview tips from a peer mentor from @ATXTeenJobTips and had mock interviews with Austin Energy Human Resources staff. Additional resources for resume and job application assistance were shared.

The Introduction to Patent Law workshop at Central addressed the essentials of patent law for small and growing businesses and provided practical advice for how to protect the intellectual property of a business. One participant shared her excitement at being able to ask questions of an actual patent attorney, "You usually have to pay big money just for their time . . . it's so great that we got some basic questions answered, it puts me more at ease and I feel more prepared for when I do sit down with a paid patent attorney,"

# **STAFFING**

During Austin's Stay at Home - Work Safe Order, all non-essential Austin Public Library employees are working from home. These employees are working on training, providing virtual programming, and developing new programs, etc. Our essential staff is made up of maintenance, custodial, and security personnel who are keeping up our Library infrastructure.

Twenty-five APL employees have been deployed to assist Austin Public Health with their COVID-19 services.



# APL BY THE NUMBERS

## Performance Indicators for March 1-15

- Visitors 147,913
- Circulation 217,642
- Number of computer sessions 19,429
- Number of wifi sessions 12,497
- Program attendance 7,390
- Number of programs 291

## Change in Usage, Virtual Collections

Comparing 3/1 - 3/15 to 3/16 - 3/31

- eBooks +49%
- eAudio +12%
- eVideo +114%
- eMusic +17%
- ePeriodicals +23%
- 3600 new users

## Revenue

- During March 1-15, Recycled Reads Bookstore generated \$6,500 and received and sorted 50,000 items, keeping 14 tons of materials out of the landfill.
- Gift Shop revenue was \$14,926\*
- Parking revenue was \$11,402\*
- Events Revenue was \$9,772\*
- \*These numbers are not from the official accounting record.
- All revenue comes back to the Library.



## Volunteers

- March 1-15 Number of Volunteers 124
- Total Volunteer hours 558
- Total Value\* \$14,201
- \*Volunteer Value Rate \$25.43 per hour

Roosevelt Weeks

Director of Libraries

