

**CITY OF FRAMINGHAM
CAPITAL PROJECT/EQUIPMENT REQUEST - FY2024-2033 CIP**

DEPARTMENT:

DEPARTMENT PRIORITY:

(1) PROJECT NAME:
PROJECT STATUS:

(2) PROJECT DESCRIPTION AND JUSTIFICATION:

PROJECT ADDITIONS/CHANGES JUSTIFICATION:

(3) PURPOSE OF PROJECT:

<input type="checkbox"/>	Replace existing infrastructure
<input type="checkbox"/>	Replace existing capital asset
<input type="checkbox"/>	Replace existing vehicle
<input type="checkbox"/>	Replace equipment
<input type="checkbox"/>	New infrastructure
<input type="checkbox"/>	New capital asset
<input type="checkbox"/>	New vehicle
<input type="checkbox"/>	New equipment
<input type="checkbox"/>	Strategic/Comprehensive/Master plan

(4) BUDGET REQUEST BY YEAR:

	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29-33
a. Land Acquisition						
b. Planning / Feasibility						
c. Design						
d. Construction						
e. Equipment/Vehicles						
f. Contingency						
g. Other	50,000					
TOTAL	50,000	-	-	-	-	-

(5) PRIORITY:

a. <input type="checkbox"/>	health and safety	safety concern, hazardous condition, agency compliance, non-functional, etc
b. <input type="checkbox"/>	level service maintenance	maintains City desired level of service
c. <input type="checkbox"/>	economic development	adds to the City's economic vibrancy
d. <input type="checkbox"/>	service improvement	new or improved service to meet demand

(6) EFFECTS ON ANNUAL OPERATING BUDGET:

	FY 24	FY 25	FY 26	FY 27	FY 28	FY29	YEARS 29-33
Personnel							
Operating							

(7) PROPOSED FUNDING SOURCE(S):
1)
2)
3)

(10) PROJECT OR EQUIPMENT LOCATION:

(11) ASSET TYPE:

(7a) POTENTIAL GRANT FUNDING SOURCE IF APPLICABLE: (List source and matching requirements)

(8) PROJECT LEAD NAME & CONTACT INFO: (ADDITIONAL PROJECT INFO AS NEEDED)

(9) FINANCE DEPARTMENT NOTES:

**CITY OF FRAMINGHAM
CAPITAL PROJECT/EQUIPMENT REQUEST - FY2024-2033 CIP**

DEPARTMENT:

DEPARTMENT PRIORITY:

(1) **PROJECT NAME:** Literacy Unlimited Area (Main Library Space Plan Phase 3) FY24
PROJECT STATUS:

(2) **PROJECT DESCRIPTION AND JUSTIFICATION:**

PROJECT ADDITIONS/CHANGES JUSTIFICATION:

(3) **PURPOSE OF PROJECT:**

<input type="checkbox"/>	Replace existing infrastructure
<input type="checkbox"/>	Replace existing capital asset
<input type="checkbox"/>	Replace existing vehicle
<input type="checkbox"/>	Replace equipment
<input type="checkbox"/>	New infrastructure
<input type="checkbox"/>	New capital asset
<input type="checkbox"/>	New vehicle
<input type="checkbox"/>	New equipment
<input type="checkbox"/>	Strategic/Comprehensive/Master plan

(4) **BUDGET REQUEST BY YEAR:**

	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29-33
a. Land Acquisition						
b. Planning / Feasibility						
c. Design						
d. Construction						
e. Equipment/Vehicles						
f. Contingency						
g. Other	125,000					
TOTAL	125,000	-	-	-	-	-

(5) **PRIORITY:**

a. <input type="checkbox"/>	health and safety	safety concern, hazardous condition, agency compliance, non-functional, etc
b. <input type="checkbox"/>	level service maintenance	maintains City desired level of service
c. <input type="checkbox"/>	economic development	adds to the City's economic vibrancy
d. <input type="checkbox"/>	service improvement	new or improved service to meet demand

(6) **EFFECTS ON ANNUAL OPERATING BUDGET:**

	FY 24	FY 25	FY 26	FY 27	FY 28	FY29	YEARS 29-33
Personnel							
Operating							

(7) **PROPOSED FUNDING SOURCE(S):**

- 1) **Bond**
- 2)
- 3)

(10) **PROJECT OR EQUIPMENT LOCATION:**

(11) **ASSET TYPE:**

(7a) **POTENTIAL GRANT FUNDING SOURCE IF APPLICABLE: (List source and matching requirements)**

(8) **PROJECT LEAD NAME & CONTACT INFO: (ADDITIONAL PROJECT INFO AS NEEDED)**

(9) FINANCE DEPARTMENT NOTES:

Literacy Unlimited Space Redesign

Description

This project will relocate Literacy Unlimited, which serves 200 student/tutor pairs, conducts 14 weekly conversation classes, and offers Citizenship Classes, basic literacy learning, and other programs for adults, to a new space on the third floor of the Main Library. This space will be designed with intention to better accommodate the Literacy Unlimited staff, students, and their activities, and it will integrate the program into the larger Library space, where books and resources and professional library staff are close by. Literacy Unlimited is currently located far from the library collection and staff, making it difficult to find, particularly for students with limited or no English language skills.

This is phase 3 in the Main Library Space Redesign Plan.

About Literacy Unlimited

The only free program of its kind in Framingham, Literacy Unlimited is among the largest affiliate of Literacy Volunteers of Massachusetts, its parent program, which is funded by the MA Dept. of Elementary and Secondary Education. Literacy Unlimited at the Framingham Public Library provides vital English Language and basic literacy learning opportunities for our community. Operating out of the Framingham's Main Library for over 30 years, the program has helped thousands of adults learn English, become citizens of the United States, prepare for life changing exams such as the GED, and even learn to read. This program has been a lifeline for many and has earned a reputation as a first stop destination for residents new to Framingham and to the country. The program's activities which include one-on-one tutoring by trained tutors, conversation classes, workshops, and events, make it one of the most impactful services and programs the Library provides.

Literacy Unlimited currently supports nearly 200 tutor/student pairs that clocked in 5,426 tutoring hours in FY22. The program also has about 200 individuals on the waitlist for a tutor. In addition to adequate space to conduct this one-on-one instruction, the program requires space for group instruction, both to train volunteer teachers and to hold conversation classes. Literacy's current space is inadequate to accommodate the full-time Literacy Unlimited program coordinator and the 3 part-time support staff who manage the program's operations. Operations include volunteer recruitment, training, and scheduling, and managing the hundreds of participants in the program. It also includes budgeting, fundraising, grant-writing, marketing, and event planning. Literacy Unlimited has continued to grow and flourish over the years but its space and staffing levels have remained largely stagnant. This year, the Library has dedicated additional support to the program to increase the Coordinator's hours to full time, a necessary step to ensure program's continued success and growth. scope. Extremely popular and well attended, conversation classes are an alternative to those on the waiting list to be paired with a tutor. They also provide a critical lifeline for people looking for support and connection in a new country.

Also among the goals for the redesign of the Literacy Unlimited Area, is to better integrate one of the most vibrant and popular programs we offer into the larger Library space and activity. We currently have ELL (English Language Learning) materials in our Citizenship Corner on the third floor, far from Literacy Unlimited’s space on the first floor. Our new plan will locate the Citizenship Corner, ELL materials and collections with the Literacy Unlimited instruction and office space—and in close proximity to our professional research staff. Bringing Literacy Unlimited into the central library space and out of its current location off the beaten path, will create a more welcoming environment and increase access and discovery for the patrons it serves, especially those with limited English skills.

Main Library Space Redesign Plan

Literacy Unlimited’s relocation and redesign is part of the larger, comprehensive space plan developed to improve the Main Library’s spaces for contemporary library use and operations. This is Phase 3 in the plan—phase 1, Main Library Teen Room is complete, Phase 2 Technology Learning Center is funded and in planning and design.

Literacy Unlimited by the numbers: FY22

Active Tutors	150
One-on-one tutoring hours	5426
Conversation class leaders	16
Weekly conversation classes	18
Conversation classes hours	4043
Conversation class attendees	3061
Students waiting for tutoring	200+

Main Library Space Plan Description FY22-FY25

Each morning, nearly every day of the year, the Framingham Public Library opens its doors to the public, offering education, enrichment, and access to resources and meeting space for our entire community. We welcome all, regardless of income level, socio-economic status, age, physical ability, religion, race, housing status or immigration status. In a world of growing income disparity, skyrocketing costs of education and housing, and a predominantly technology-based, electronic landscape of resources--often cost prohibitive to access--the library emerges now more than ever as among the most important public institutions in our communities.

No longer exclusively repositories for books, libraries are serving as centers for community. In an increasingly electronic and virtual world, society finds itself more isolated and fragmented, but the library provides a shared space for connection, social engagement, inquiry, civil discourse, and access to trusted, factual information. As the library grows and changes to respond to these needs, we must reassess our physical space to ensure we are meeting patron expectations. Located in the heart of Downtown Framingham, the Main Library was constructed in 1979. Since then, the building has not seen any major interior upgrades or interior design projects, nor have we undertaken a holistic space redesign with modern services and technology in mind. The time has come now to take this on.

Working with the "Framingham Public Library Main Building Needs Re-assessment" report produced from a space study conducted by Patience Jackson in October 2018, the Library will undertake and realize a project-based, section by section, interior redesign plan. The project will proceed as follows:

Phase 1 FY22

Teen Area

According to data from the US Census Bureau from 2018, 13% of children under the age of 18 are living in poverty. According to data from the US Department of Housing and Urban Development, we know that most of those children live in South Framingham, where our Main Library is located. Data collected by the Young Adult Services Library Association shows that nationwide, teens as an age group receive the least financial support and that approximately 14,000 middle and high school students are on their own after they leave school for the day. Here in Framingham, we have 3,417 teen Framingham Public Library card holders. This number is growing. We know these kids need a safe, welcoming place for them to go after school, on the weekends, and during the summer--a place designed for them and where they'll find the resources they need to succeed academically, paving a path to success in adulthood. That's why we are starting our space redesign with a new Teen Room, which will better serve our this important demographic's needs for new and more discoverable collections, new technology for academic, creative, and recreational pursuits, new comfortable furnishings, and new opportunities for group and individual study, programming, and social connection.

Phase 2 FY23

Technology Learning Center and Homework Center

For nine years, the Homework Center at the Framingham Public Library has been helping students from kindergarten through senior year with homework, projects, skill-building, and test taking. This powerful program has made a tremendous difference in the lives of Framingham students who have benefited from free, drop-in access to excellent tutors in a welcoming space, ready to help them succeed academically. This access can be truly life changing, especially for children and families struggling financially for whom paid tutoring is out of reach. The Homework Center provides not just homework help, but support for test taking, such as SAT prep, which is critical to successful outcomes necessary for college admission. Fees set by commercial SAT prep companies are high and cost prohibitive for many families. The Homework Center program has grown considerably over the past nine years, not only in the numbers it serves but in its activities as well. With special programs like Math Camp, Coding Club, and Robotics Day (among others) the Homework Center is providing skill-building enrichment experiences that require access to the latest technology and a more appropriate instruction area. The Homework Center's current space is often overflowing with tutors and students and there is an insufficient number of computer workstations. Our plan is to create a Computer Lab Classroom where Homework Center students (and all other patrons) can take advantage of computers, presentation equipment and other technology to facilitate instruction and learning. Additionally, locating small, enclosed study rooms nearby equipped with technology and plug-in capability will help our tutors and students find space to do their work.

Technology Learning Center

Libraries have always been about education. Books and expert research help and advice have always been available, but as the skill sets necessary for success in modern life grow in number and complexity, libraries and librarians are engaging in a deeper level of instruction and are providing a bridge over the gap many people experience between those necessary skills and success and fulfilment. Many of our most popular programs involve instruction, whether in computer skills like Microsoft Excel and Word, Facebook and social media and device instruction, to like skills like financial literacy, resume building and job seeking, or workshops on entrepreneurship. Access to this instruction is important in the lives of all our community members, regardless of age and ability, and we are committed to providing it. For example, we are seeking a grant from the Massachusetts Board of Library Commissioners to develop a program in partnership with Framingham State University to create a satellite campus downtown at the Main Library, which would offer access to courses, free to all. Success of the "DowntownU," as we're calling it, depends in large part on having the appropriate materials and space conducive to instruction and learning. Our planned Computer Lab Classroom is essential for the program's success.

Phase 3 FY24

Literacy Unlimited Area

As they acclimate to their new surroundings, it doesn't take long before immigrants new to Framingham and the US find their way to the Framingham Public Library. This is thanks in large

part to the reputation of Literacy Unlimited as a free and readily available resource poised to help provide an important foothold in success in a new country--free English Language Learning opportunities. Despite the fantastic work the program does, its current space is insufficient for its 232 tutors and 332 students and their activities. The program has close to 200 tutor/student pairs, who need space for one-on-one tutoring and instruction. Additionally, Literacy Unlimited conducts 12 drop-in conversation classes per week, which frequently overflow the small conference room available in the current space. Extremely popular and well attended, conversation classes are an alternative to those on the waiting list to be paired with a tutor. They also provide a critical lifeline for people looking for support and connection in a new country.

Also among the goals for the redesign of the Literacy Unlimited Area, is to better integrate one of the most vibrant and popular programs we offer into the larger Library space and activity. We currently have ELL (English Language Learning) materials in our Citizenship Corner on the third floor by the reference desk, far from Literacy Unlimited's space on the first floor. Our new plan will locate the Citizenship Corner, ELL materials and collections with the Literacy Unlimited instruction and office space. Bringing Literacy Unlimited into the central library space and out of its current location off the beaten path, will create a more welcoming environment and increase access and discovery for the patrons it serves, especially those with limited English skills.

Phase 4 FY25

Magazines and Periodicals Browsing Area:

Our Periodicals Section with the latest Magazines and Newspapers, is an important browsing collection, well utilized by all but particularly our senior population. According to census data, 40% of Framingham residents fall into the 60-84 age range and 41% fall into the 85 and older range. We are committed to serving our growing senior population with collections, programming, educational opportunities, and with Bookmobile services. Easy access with special attention to accommodating mobility and visual impairments is especially important. Our current Periodicals area is located on the third floor of the Library, which makes access to those with mobility limitations challenging. Bringing the Periodicals area to the first floor, installing comfortable, accessible furniture and shelving will create much better experience for all. Further, the Main Floor of the Library should be an inviting space, one that sends a message to our patrons that they are welcome to sit, spend time, and use the collection and materials at their leisure and convenience. A comfortable, accessible browsing and seating area for seniors (and others) to enjoy is a necessary part of the space redesign.

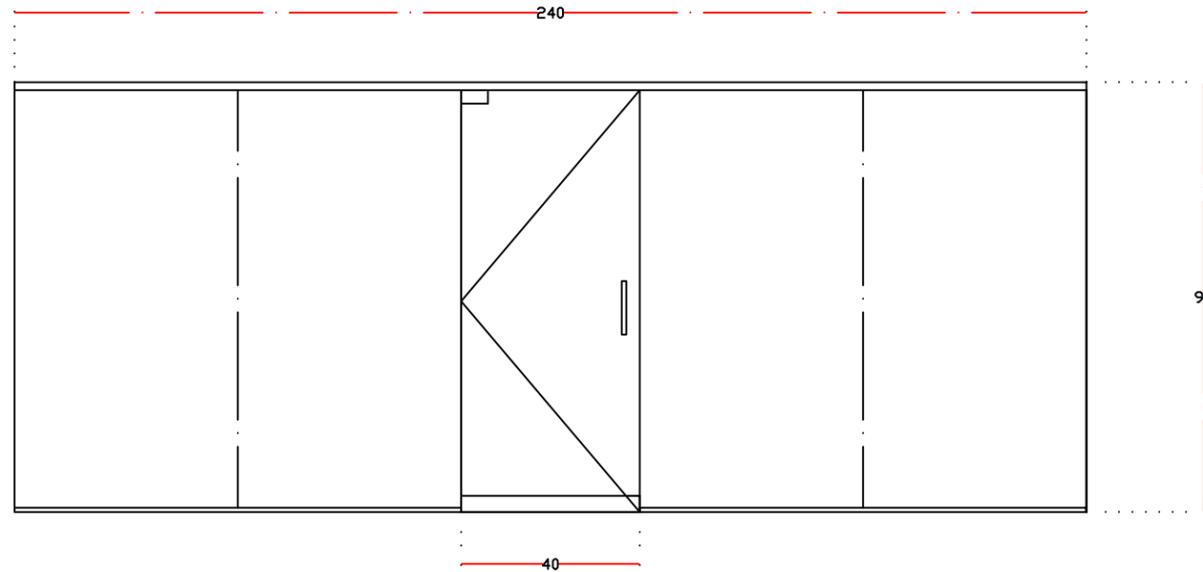
Literacy Unlimited Space Design Budget

Item	Cost estimates		Total
Furnishings (classroom, office, etc.) Shelving	50,000		50,000
Technology: computers, presentation hardware, software	40,000		40,000
Infrastructure: partitions, study carrels, electrical, paint, carpet	35,000		35,000
			125,000

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 Project: **Class Room**
 Order Date:

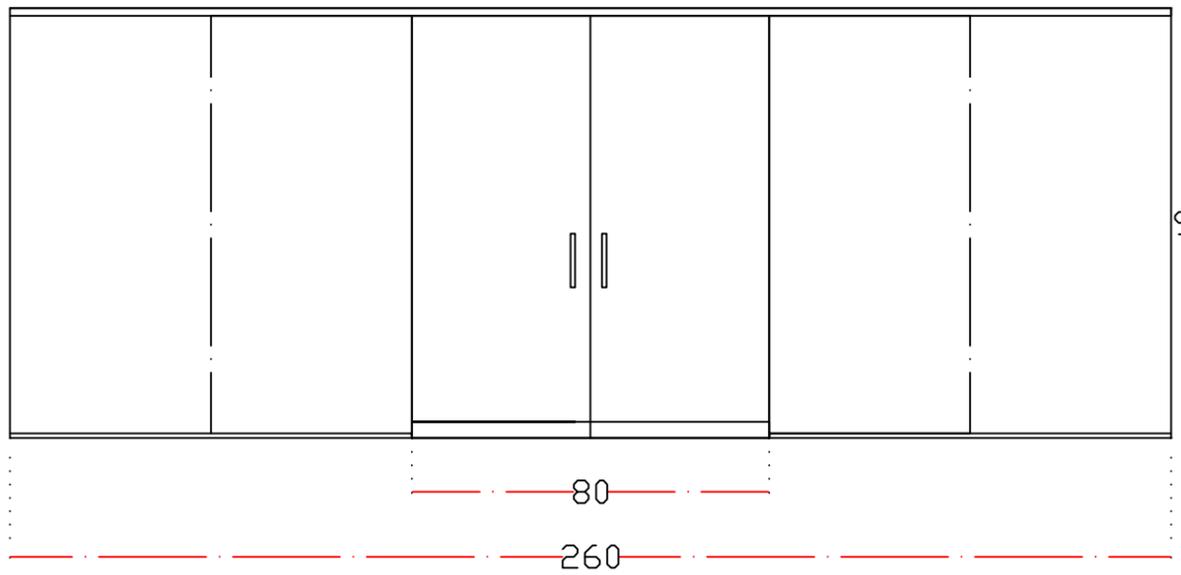
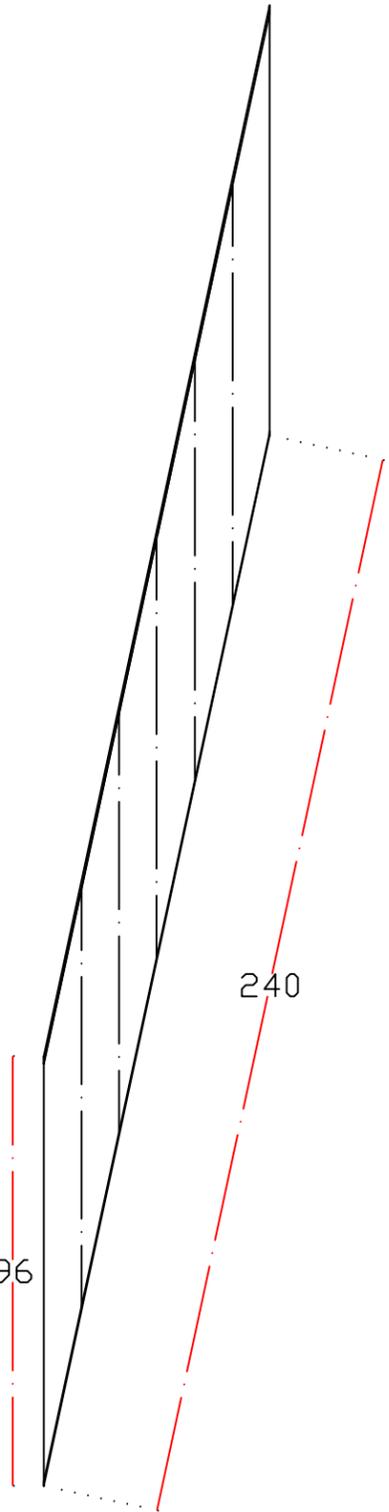
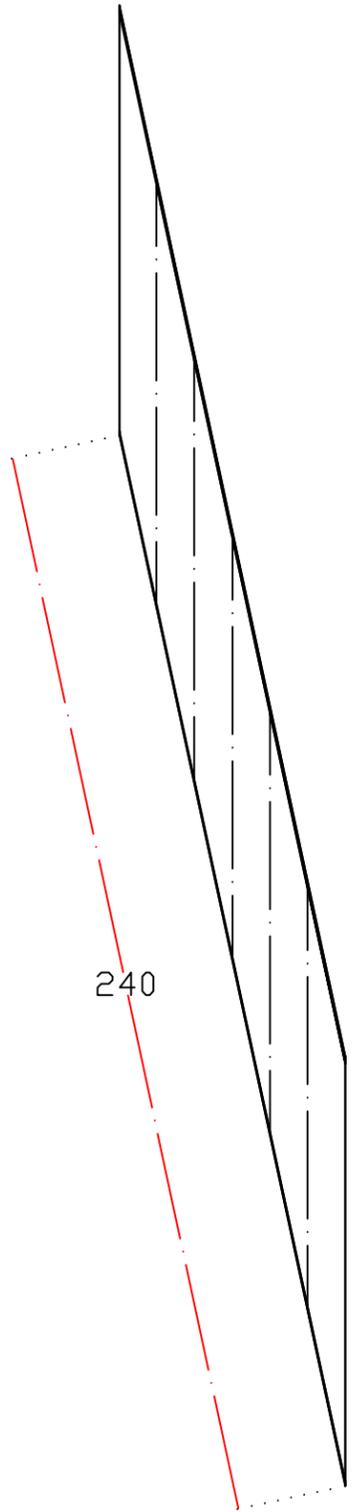
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CLOSERS <input type="checkbox"/> JACKSON 20-330 OVERHEAD (w/ FLOOR PIVOT) <input checked="" type="checkbox"/> DORMA RTS-88 OVERHEAD (w/ FLOOR PIVOT) <input type="checkbox"/> DORMA BTS-80 FLOOR (w/ TOP PIVOT) <input type="checkbox"/> PIVOTS ONLY <input type="checkbox"/> PREP ONLY (CLOSERS B.O.) <input type="checkbox"/> OTHER: _____		LOCKS (w/ cylinders or 1-turns) <input type="checkbox"/> BOTTOM RAIL LOCK (P or BP) <input type="checkbox"/> DORMA PATCH LOCK (AGA) <input type="checkbox"/> GF 3000 MAG LOCK (lock only) <input checked="" type="checkbox"/> NO LOCK <input type="checkbox"/> OTHER: _____		PULL HDW. <input checked="" type="checkbox"/> 12" BACK-TO-BACK (1" dia.) <input type="checkbox"/> 12" PULL (ext.) X 28" PUSH (int.) (1" dia.) <input type="checkbox"/> ROCKWOOD #: _____ <input type="checkbox"/> HOLES ONLY (PULLS B.O.) <input type="checkbox"/> OTHER: _____			
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THRESHOLD (Door Opening) <input type="checkbox"/> 1/2" X 4" MILL ALUMINUM <input type="checkbox"/> 1/2" X 7" MILL ALUMINUM <input checked="" type="checkbox"/> NO THRESHOLD							



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 Project: **Young Adult**
 Order Date: / /

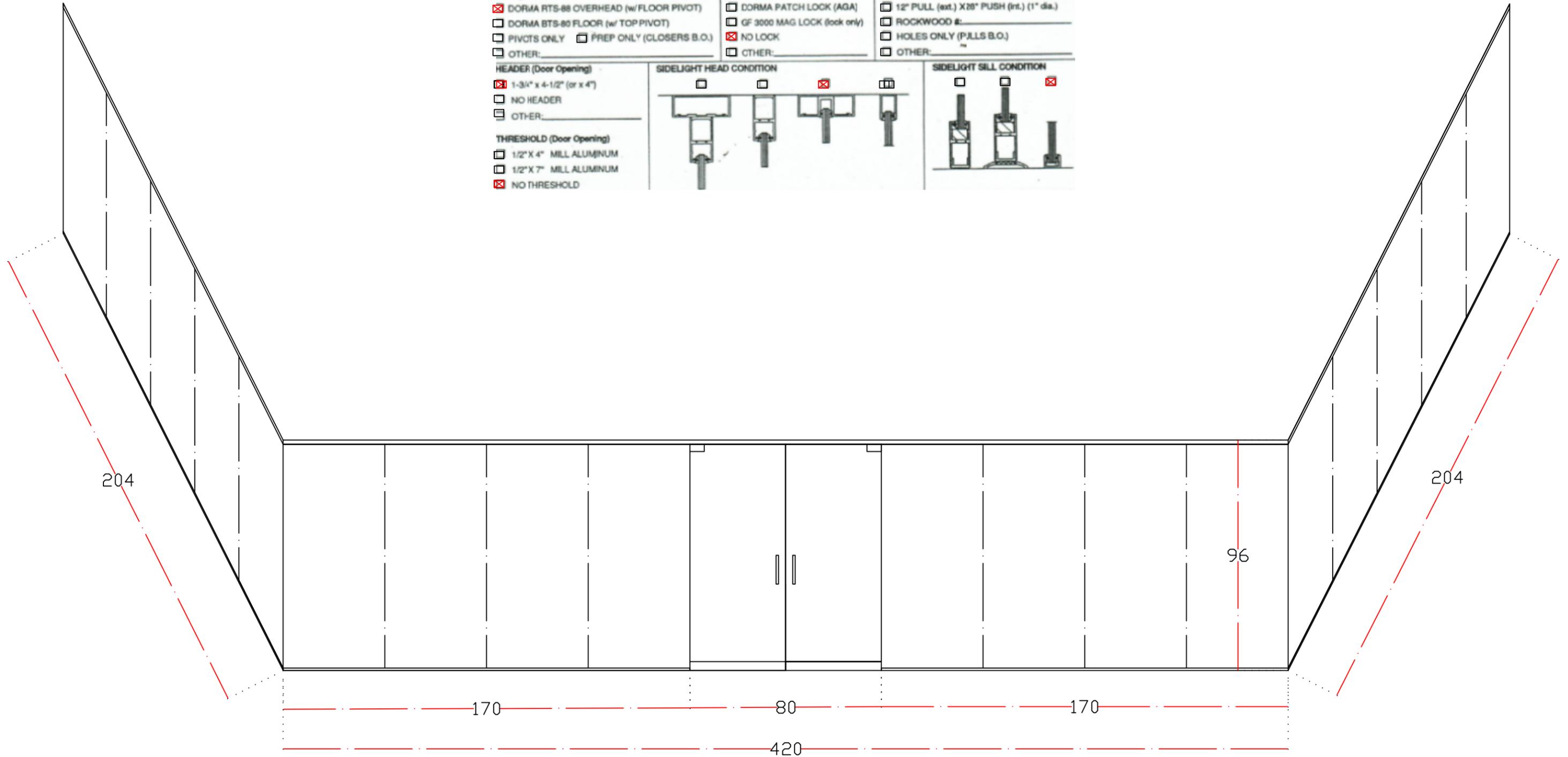
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 Project: **Computer Lab**
 Order Date: / /

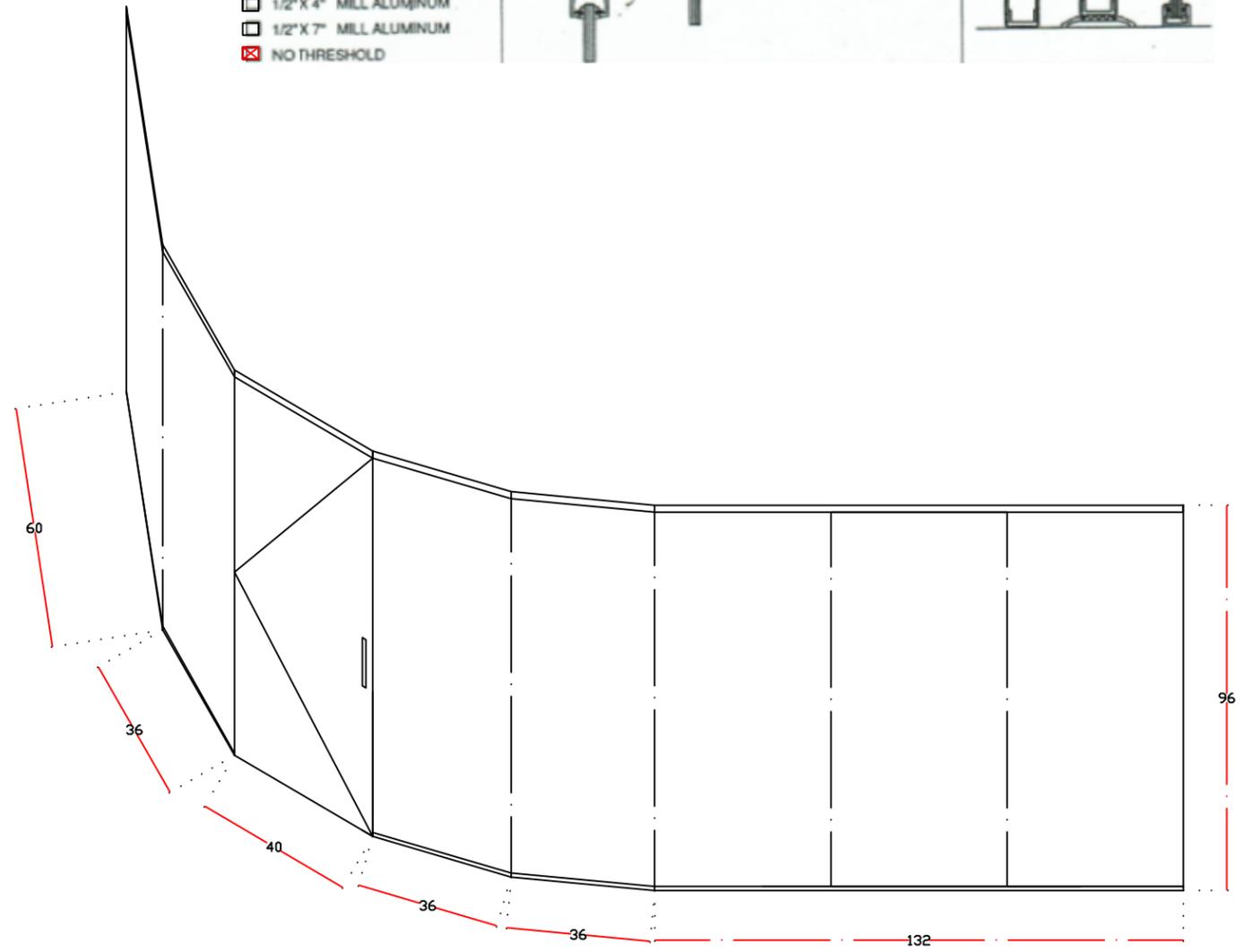
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 Project: Literacy
 Order Date:

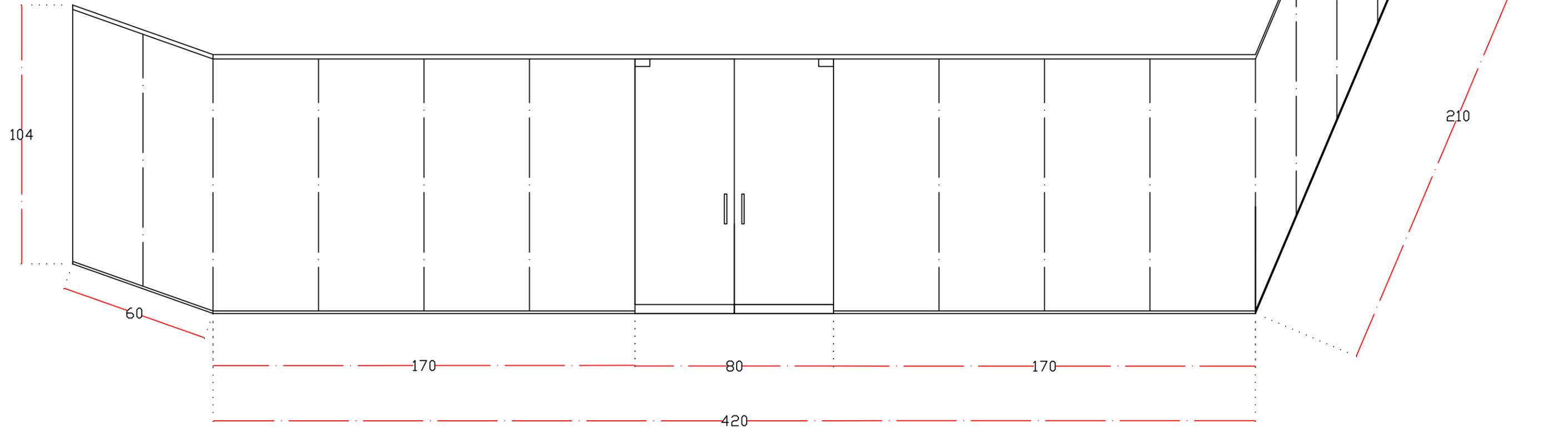
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Fax (508) 879-3586
 Email: Dave@Federalglass.net
 Project: **Homework Center**
 Order Date: / /

DOOR STYLE <input type="checkbox"/> P <input checked="" type="checkbox"/> BP <input type="checkbox"/> AGA		GLASS <input checked="" type="checkbox"/> 1/2" CLEAR <input type="checkbox"/> 1/2" BRONZE/GRAY <input type="checkbox"/> 1/2" ACID ETCHED <input type="checkbox"/> 3/4" CLEAR <input type="checkbox"/> OTHER: _____		RAIL (P and BP) <input type="checkbox"/> Custom Height <input checked="" type="checkbox"/> Specify		METAL FINISH <input type="checkbox"/> CLEAR ANODIZED (US28) <input type="checkbox"/> BRONZE ANODIZED <input type="checkbox"/> POLISHED STAINLESS (US32) <input checked="" type="checkbox"/> SATN STAINLESS (US32D) <input type="checkbox"/> POLISHED BRASS (US3) <input type="checkbox"/> SATN BRASS (US4) <input type="checkbox"/> OTHER: _____	
CLOSERS <input type="checkbox"/> JACKSON 20-330 OVERHEAD (w/ FLOOR PIVOT) <input checked="" type="checkbox"/> DORMA RTS-88 OVERHEAD (w/ FLOOR PIVOT) <input type="checkbox"/> DORMA BTS-80 FLOOR (w/ TOP PIVOT) <input type="checkbox"/> PIVOTS ONLY <input type="checkbox"/> PREP ONLY (CLOSERS B.O.) <input type="checkbox"/> OTHER: _____			LOCKS (w/ cylinders or 1-turn) <input type="checkbox"/> BOTTOM RAIL LOCK (P or BP) <input type="checkbox"/> DORMA PATCH LOCK (AGA) <input type="checkbox"/> GF 3000 MAG LOCK (lock only) <input checked="" type="checkbox"/> NO LOCK <input type="checkbox"/> OTHER: _____		PULL HDW. <input checked="" type="checkbox"/> 12" BACK-TO-BACK (1" dia.) <input type="checkbox"/> 12" PULL (ext.) X 28" PUSH (int.) (1" dia.) <input type="checkbox"/> ROCKWOOD #: <input type="checkbox"/> HOLES ONLY (PULLS B.O.) <input type="checkbox"/> OTHER: _____		
HEADER (Door Opening) <input checked="" type="checkbox"/> 1-3/4" x 4-1/2" (or x 4") <input type="checkbox"/> NO HEADER <input type="checkbox"/> OTHER: _____		SIDELIGHT HEAD CONDITION <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>		SIDELIGHT SILL CONDITION <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>			
THRESHOLD (Door Opening) <input type="checkbox"/> 1/2" X 4" MILL ALUMINUM <input type="checkbox"/> 1/2" X 7" MILL ALUMINUM <input checked="" type="checkbox"/> NO THRESHOLD							



Federal Glass Inc.
 355 Worcester Rd
 Framingham, MA 01701
 (508) 872-3563
 office@federalglass.net

Commercial Estimate

Project	Date	Estimate #
	2/16/2021	57749

Name / Address
City of Framingham 150 Concord St Framingham, MA 01702

Project Name/ Address	
P.O. No.	

Description	Total
Furnish + Install: 1/2" Clear Tempered Glass Heavy Walls W/ Silicon Gasket Seal between fixed panels Set W/ Top Header + Bottom Aluminum U Channel Brushed Aluminum Finish Doors: No Locking Hardware Provided Standard 12" Back to Back Push/Pull Handle Top Patch Fitting Full Bottom Rail Door Heights Approx. 94" Size and Configuration as per sketches provide (Verified in field) Young Adult: \$25,500.00 Approx. 21' x 8' W/ 20' Return Walls Pair of Entrance Doors Computer Lab: \$25,000 Approx. 40' x 8' W/ 18' Return Walls Pair of Entrance Doors Homework Center: \$24,500 Approx. 40' x 8' W/ 18' & 5' Return Walls Pair of Entrance Doors Literacy: \$15,250.00 Segmented Radius Wall as drawn Single Entrance Door Approx. 29' x 8' Class Room: \$8,500.00 Approx. 20' x 8' Single Entrance Door Labor Priced at Prevailing Davis Bacon wage during regular business hours	98,750.00

Exclusions Unless Otherwise Noted: Permits, Off Hours Work, Demo, Paint/ Touchup, Framing/ Supportive Blocking, Electrical and Associated Wiring	Sales Tax (6.25%)	\$0.00
	Total	\$98,750.00