City Council Report

Item: 11
Category: **UNFINISHED BUSINESS**
Meeting Date: **December 1, 2020**

TITLE: **Measure O Update**

RECOMMENDED ACTION

To provide updates regarding the Measure O budget and progress with the identification of program and service needs of the Campbell Library and Police Department. This information will provide the City Council with background in advance of the Conceptual Design Plan presentations for both facilities to the City Council in January 2021.

BACKGROUND

In June 2020, the City awarded the design contracts for the Measure O projects. LPA, Inc. was selected to design a new Police Operations Building, and Jayson Architecture was selected for the Campbell Library Facility Improvements. On July 7, 2020, the City Council held a project kickoff meeting with both design firms to provide guidance and feedback as this phase of the project commences. Since then, both design firms have met with Police Department, Library and Measure O project staff, respectively, to understand current and projected programming needs in order to design spaces that accommodate the staffing and community needs of these facilities.

In January 2021, the City Council will be presented with more detailed budget and schedule information, as well as conceptual plans for each of the two programs.

DISCUSSION

Prior to discussing the programming needs related to each function, it may be helpful to understand the budget assumptions and changes being proposed since the last update to the City Council in July.

The July 7, 2020 City Council report outlined an estimated total budget of $50 million with an allocation of $20 million to the Campbell Library Renovation, $20 million to the Police Operations Building, and $10 million set aside as a shared budget for project costs. As the individual program needs were being developed, it became clear that some of the allocations in the shared budget would be required to be reallocated to the specific project budgets to advance the goals of Measure O. This is largely due to site improvements and renovation work associated with each project. To this end, three

specific allocations were reallocated from the shared budget to the specific project budgets.

For the Library, half of the Shared Site Improvements allocation - $500,000 and an allocation of $510,000 from the Santa Clara Library District have been added to the Library Building project, thereby increasing the project budget from $20M to $21M. The $510,000 allocation from the Santa Clara County Library District is separate from their commitment to provide funding for the new furniture, fixtures, and equipment (FF&E) that will be required in the newly renovated facility. Additionally, the allocation for a Temporary Library Facility was also reduced from $1.5M to $450,000. Although certain budgetary considerations remain in flux, this preliminary cost model now provides for a construction budget of approximately $16.8M.

For the Police Operations Building, the allocations for Police Site Improvements - $2,000,000; Existing PD Space Improvements - $2,500,000; and half of the Shared Site Improvements allocation - $500,000 have been allocated to the Police Building portion of Measure O, thereby increasing the Police Operations Building Project budget from $20M to $25M. The revised Police program budget now allows for a construction budget of approximately $20M.

The table below reflects these changes and summarizes the updated Measure O budget strategy.

Table 1 – Measure O Budget Strategy	July 7, 2020	Proposed (Dec. 2020)	Change
Measure O Budget	**$50,000,000**	**$50,510,000**	**$510,000**
Budget for Shared Project Costs	**$10,000,000**	**$4,500,000**	**$(5,500,000)**
Detailed Shared Costs Breakout ▼			
PM/CM (Project Management)	$1,400,000	$1,400,000	$-
Shared Studies including Site Planning	$200,000	$200,000	$-
Shared Site Improvements - *allocated to (1),(2)*	$1,000,000	allocated below	$(1,000,000)
Police Site Improvements – *allocated to (3)*	$2,000,000	allocated below	$(2,000,000)
Construction Management Firm	$1,600,000	$1,600,000	$-
Existing Police Facility Impr. – *allocated to (4)*	$2,500,000	allocated below	($2,500,000)
Measure O Project Contingency - General	$1,300,000	$1,300,000	$-
Library Budget (Original)	**$20,000,000**	**$20,000,000**	**$-**
Library District Contribution (Pending)	**$0**	**$510,000**	**$510,000**
Shared Site Improvements (50% Alloc.) *(1)*	**$0**	**$500,000**	**$500,000**
Library Budget (Revised)	**$20,000,000**	**$21,010,000**	**$1,010,000**
Detailed Library Costs Breakout ▼			
Library Design	$1,700,000	$1,700,000	$-
Temporary Library Facility	$1,500,000	$450,000	$(1,050,000)
Construction	$14,800,000	$16,800,000	$2,000,000
Construction Contingency	$1,500,000	$1,680,000	$180,000
Special Inspections, Plan Check, etc.	$500,000	$380,000	$(120,000)
Police Budget (Original)	**$20,000,000**	**$20,000,000**	**$-**
Shared Site Improvements (50% Alloc.) *(2)*	**$0**	**$500,000**	**$500,000**
Police Site Improvements *(3)*	**$0**	**$2,000,000**	**$2,000,000**
Existing PD Space Allocation *(4)*	**$0**	**$2,500,000**	**$2,500,000**
Police Budget (Revised)	**$20,000,000**	**$25,000,000**	**$5,000,000**
Detailed Police Costs Breakout ▼			
Police Design	$2,300,000	$2,300,000	$-
Design Contingency	$230,000	$230,000	$-
Construction	$15,235,000	$20,000,000	$4,765,000
Construction Contingency	$1,500,000	$1,735,000	$235,000
Special Inspections, Plan Check, etc.	$735,000	$735,000	$-

As the program budgets were updated, each design team began work on the programming needs for their respective programs based on updated program budgets. While the programming efforts were performed largely as "unconstrained" (open-ended) exercises, it was also important to acknowledge the budget constraints. Recognizing that it would be likely that the programming needs to exceed the program budgets, staff also anticipated that the programs would have to later be reconciled with budget constraints during the development of conceptual designs. With that knowledge, each design team approached the program needs assessment in the following manner.

Campbell Library
Jayson Architecture conducted a series of meetings to begin the conceptual design phase. Working within the existing Library building footprint (24,200 square foot), the Library staff shared the programming needs to best serve the Library users while planning for operational efficiencies. From these informational gathering sessions with Jayson Architecture, Library and City staff, two design concepts have been developed. (Library programming needs are attached as Attachment A).

Police Operations Building
The development of a program and space needs assessment for Police Department operations presented the City with a unique opportunity. Staff was already aware that the existing facility housing the department does not provide adequate space to host the various functions of a public safety department; thus the program and space needs assessment provided the Department with a thoughtful opportunity to consider current needs, as well as the projected technology, staffing and infrastructure models for the future of the department.

The Space Needs Assessment conducted by LPA, Inc. recognizes that fact and identified functions which would need to move into a new essential services facility and those that could remain in the existing Police Department space. This assessment identified the need for 25,417 square feet. That figure projects out to approximately 31,000 square feet when grossing factors are applied. Of that, approximately 5,000 square feet has been identified as being appropriate to remain in the existing space. As such LPA is proposing the construction of a new two-story building of approximately 26,000 square feet as well as a renovation of the lower level of the space currently occupied by the Police Department. (Police programming needs are attached as Attachment B).

Conceptual designs for both projects will be presented at the January 19, 2021 City Council meeting. In conjunction with the design of the two Measure O projects, an environmental review will also be performed. Below is an update of that effort.

Status of Environmental Review
On August 18, 2020, the City Council adopted a resolution to authorize staff to issue a Request for Proposals (RFP) for environmental consultant services and authorize the City Manager to negotiate and execute a consultant services agreement in an amount not to exceed $150,000.

The City issued the RFP on August 20, 2020 and then conducted interviews with the four firms that submitted proposals in early October. David J. Powers & Associates, Inc. (DJP&A) was selected for the project. Although the resolution adopted by the City Council in August stipulated an amount not to exceed $150,000 for the environmental services contract, the contract entered into with DJP&A is for an amount of $76,355.

The environmental review process is critical to meeting project timelines. City staff anticipates the need for an Initial Study and Mitigated Negative Declaration (IS/MND). This type of review can take anywhere from six to twelve months to complete pending findings and the public review process. The current Library and Police Operations Building project timelines plan for the completion of Design Development Documents by summer 2021. Thus, the IS/MND will also need to be completed at that same timeline in order to start preparing Construction or Bridging Documents

Project Schedule Update
The following tables show the revised overall project schedules in summary form, with dates for significant milestones:

Police Project Milestones	Anticipated Completion
Start Design Services	June 2020
Confirm Program and Space Needs	September 2020
Site Planning/Analysis and Site Selection	September 2020
Concept Designs (*Council Meeting*)	January 2021
Schematic Design (*Council Meeting*)	April/May 2021
Environmental Studies	August 2021
Design Development (*Council Meeting*)	August 2021
Design-Bid-Build	
Construction Documents (*Council Meeting*)	February 2022
Bid and Award (*Council Meeting*)	April/May 2022
Start Construction	Summer 2022
Construction Completion	Early 2024
Design-Build (if authorized)	
Bridging Documents (*Council Meeting*)	October / November 2021
Pre-qualify and hire DB Entity (*Council Meeting*)	November / December 2021
Construction Documents and Permits	April / May 2022
Start Construction	Summer 2022
Construction Completion	Early 2024

Library Project Milestones	Anticipated Completion
Start Design Services	June 2020
Confirm Program and Space Needs	August 2020
Concept Designs (*Council Meeting*)	January 2021

Schematic Design (*Council Meeting*)	April/May 2021
Design Development (*Council Meeting*)	August 2021
Construction Documents (*Council Meeting*)	November 2021
Bid and Award (*Council Meeting*)	March 2022
Start Construction	May 2022
Construction Completion	November 2023

The current schedules call for the Library construction to be completed by November 2023, and the Police Building completed in early 2024. This schedule assumes that Council will provide direction to staff, as appropriate, in the early stages of the project. There will also be informational presentations to stakeholder groups and City Commissions when appropriate as the projects continue to progress (not shown on the table above).

FISCAL IMPACT

As discussed earlier in this report, the identification of program needs and development of conceptual designs led to the identification of three specific allocations that were reallocated from the shared budget to the specific project budgets. These reallocations resulted in a revised total budget for the Library project of $21,010,000 and a total of $25,000,000 for the Police Operations Building.

After accounting for the reallocations, the Measure O budget totals $50,510,000. This revised amount includes the voter approved bond measure of $50 million and a $510,000 contribution from the Santa Clara County Library District. Upon approval from the Library District Board and the execution of a funding agreement, a budget adjustment will be executed to recognize the additional revenue. The total project budget from City funds continues to match the original $50 million bond measure that was approved by voters and adopted by the City Council in the City's Capital Improvement Plan.

NEXT STEPS

The Conceptual Design Plans for the Campbell Library Renovation and Police Operations Building projects will be presented to the City Council on January 19, 2021. The staff report and presentations will provide greater detail regarding the program needs, project budget, and schedule updates. Staff will be seeking direction from Council regarding a preferred design alternative for each project. Also, should Council desire to make additional allocations of funding from the Measure O Shared Budget to a specific project, that can also be addressed during the same meeting.
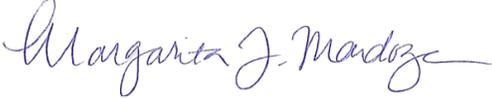
Prepared by: _____
Margarita Mendoza, Administrative Analyst

Reviewed by: _____
Todd Capurso, Director of Public Works

Approved by: _____
Brian Loventhal, City Manager

Attachment:
    a. Campbell Library Program
    b. Campbell PD Program

JAYSON
ARCHITECTURE

CAMPBELL LIBRARY PROGRAM

for the **City of Campbell**

and the **Santa Clara County Library District**

August 21st, 2020

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JAYSON
ARCHITECTURE

I. EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

Starting in July of 2020, Jayson Architecture, in collaboration with the City of Campbell and the Santa Clara County Library District, initiated a process to prepare a program for the renovation of the Campbell Library. This process was initiated by a kickoff meeting with the City Council on July 7th, 2020. The Council expressed enthusiasm for the project, and in addition provided some high-level feedback to guide the process. The Council communicated that the program and design of the renovation should be guided by the expertise of the Santa Clara County Library Staff, and that community input was important. In addition, there was consensus that the library should be compatible with the neighborhood, provide flexible spaces to support a wide range of activities, and be reimagined with a modern & contemporary aesthetic.

After the kickoff meeting, we began the programming process with a site walk with City and Library staff to identify library workflow, community usage patterns, and other key programmatic elements of the library as it currently functions. Our team mapped out the current program configuration and used this information to create baseline existing programmatic layout diagrams. We reviewed the distribution of existing stack capacity in each area of the library and prepared summaries of each collection as measured in linear feet. In addition to feedback from staff and onsite information gathering, Jayson Architecture was provided with additional background information on the library including previous programming studies done on potential new library facilities in 2007 & 2014, as well as a study by the Library District on Merchandising & Best Known Practices for library and book display.

With a baseline of information on site conditions, current program, & previous studies outlining programmatic aspirations, we engaged in a series of four meetings with City and Library staff to explore the possibilities for a new program in more detail. Meetings one through three methodically walked through each existing space in the library, as well as additional spaces to be considered in the new program. We compiled real time notes as we proceeded through the program, which were distributed to the team following each meeting. For meeting number four, we prepared a draft program based on the feedback we had received up to that point. This draft program was reviewed in the meeting and determined to generally align with the goals of the City and the Library. The draft program was then distributed to the City and the Library who each reviewed and provided final comments on the draft program. This feedback was incorporated into the final program.

Tandem with the programming exercise we worked with Mack5, our cost estimation sub-consultant, to prepare a preliminary cost model. This cost model is based on a $21,010,000 project budget, which is made up of the $20 million Measure O library budget, $500,000 from the shared Measure O budget, and $510,000 contributed by the library district. While certain budgetary considerations remain in flux, this preliminary cost model broke

the project budget into the components of construction (hard costs), soft costs, and contingencies. Based on the information available, we determined that the construction budget (hard costs) would need to be in the range of $15.9 million to keep the overall budget within the $21 million limit established by the City, resulting in a renovation cost of approximately $655 per square foot. Based on recent historical data from similar projects in the Bay Area provided by Mack5, construction costs have a range of approximately $650-1,050 per square foot, which means the current available budget is near the bottom threshold of feasibility. Based on this budgetary information, the scope of the Campbell Library Renovation project and program has been limited to the existing approximately 24,200 square foot building. No additional square footage was considered nor is proposed. Budgetary limitations on the design of the library renovation will be explored in more detail in the Concept Design Phase.

While the square footage of the overall building remains unchanged, the proposed program makes targeted changes to the allocation of space within the building. Some programmatic functions have been decreased in size, other increased, and we have added several new programmatic categories based on modern library trends, our professional expertise and recommendations, and the direction of the City and Library staff. Key changes include the addition of several small and medium sized group study & meeting rooms, an increase in the size of the Marketplace which serves as the first impression of the library collection and includes new and popular books, and an increase in the size of the Children's area. In addition, code required accessibility upgrades will be required for the renovated library, and while many of these upgrades do not impact program, the increased code requirements for space needed to circulate book stacks does impact the density and therefore quantity of collections. Other programmatic elements that take up limited space while providing public benefits have been added as well, such as study booths, an area to display information on the history of Campbell, and an activated main stair that can potentially serve a dual purpose as bleacher seating. Since the overall size of the library remains unchanged, these increases were achieved through modest reductions to the Staff Area which is currently spread inefficiently throughout the building, and the Adult Area which though well used has several collections that can be reduced without significant impact to the public. With these changes, the new program for the Campbell Library will ensure the facility continues to serve the community of Campbell for decades to come.

As a part of this exercise, we also prepared a program for a temporary library facility to serve the public during the approximately two-year duration that the Campbell Library will be closed for construction. Based on discussions with the City and the Library, and with consideration given to budget, together we came to the conclusion that an approximately 1,000 square foot space was the best balance of budget and space needs for the temporary library space. Since the City has yet to identify and secure a tenant lease for the space, the actual size of the facility may differ from our recommendations. The temporary library as programmed is a limited operations space, with approximately 2 staff onsite and limited collections. The primary purpose of this space is to provide members of the public to access basic library services, communicate with Library staff

directly, and check out books. While limited in program, the Temporary Library will allow the Santa Clara County Library District to provide uninterrupted service to the citizens of the City of Campbell through the design and construction process. In addition, by limiting the size of the temporary library, the budget that would otherwise be required for a larger space can instead be used for the primary library renovation.

The programs for the Permanent and Temporary library are described in separate sections of this report. Program elements are shown both graphically to indicate scale and proportionality, as well as with data points for each space.

Jayson Architecture looks forward to utilizing the proposed program as the starting point for the conceptual design phase of the Campbell Library renovation.

Sincerely,

Abraham Jayson
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CITY·OF·CAMPBELL
THE·ORCHARD·CITY

santa clara
county
library district

JAYSON
ARCHITECTURE

II.

OVERALL PROGRAM

PROGRAM SUMMARY

	AREA NAME	Existing Building		New Program			
		Existing Area in SF	Existing Sections of Shelving	New Program Area in SF	Area as % of existing	Sections of Shelving	Shelving capacity as % of existing
	ADULTS						
1	MEDIA	374	28	120	32%	20	51%
2	COMPUTERS	478		105	22%		
3	LAP TOP CHECK OUT	0		30	N/A		
4	COPIERS	88		30	34%		
5	REFERENCE	90	6	36	40%	4	67%
6	QUIET READING	704		826	117%		
7	PERIODICALS	237	34	218	92%	20	59%
8	LANGUAGES	470	37	240	51%	32	86%
9	FICTION	1257	165	1312	104%	144	87%
10	NON-FICTION	1909	303	2050	107%	216	71%
11	ADULT STUDY TABLES/LOUNGE	729		1043	143%		
	ADULTS TOTAL	**6336**		**6010**	**95%**		
	% OF TOTAL PROGRAM	40%		33%			
	CHILDREN						
12	NEW BOOKS	293	10	783	267%	48	480%
13	MEDIA	246	14	48	20%	8	57%
14	COMPUTERS	180		105	58%		
15	FICTION	300	48	406	135%	48	100%
16	NON-FICTION	300	67	406	135%	48	72%
17	GRAPHIC NOVELS	128	10	72	56%	12	120%
18	LANGUAGES	222	14	96	43%	16	114%
19	EASY READERS	300	35	322	107%	36	103%
20	PICTURE BOOKS	322	41	322	100%	36	88%
21	CHILDREN'S LOUNGE SEATING	544		1043	192%		
22	HOMEWORK AREA	0		300	N/A		
23	INTERACTIVES	0		100	N/A		
24	BOARD BOOKS	50	7	48	96%	8	114%
	CHILDREN TOTAL	**2885**		**4051**	**140%**		
	% OF TOTAL PROGRAM	18%		23%			
	TEENS						
25	COLLECTION	200	16	120	60%	20	89%
26	MEDIA	116	8	48	41%	8	100%
27	GRAPHIC NOVELS	116	8	48	41%	8	100%
28	NEW BOOKS	25	2	12	48%	2	100%
29	NONFICTION	25	1	12	48%	2	200%
30	LOUNGE	236		364	154%		
31	COMPUTERS	100		105	105%		
	TEENS TOTAL	**818**		**709**	**87%**		
	% OF TOTAL PROGRAM	5%		4%			

PROGRAM SUMMARY

|		Existing Building		New Program			
	AREA NAME	Existing Area in SF	Existing Sections of Shelving	New Program Area in SF	Area as % of existing	Sections of Shelving	Shelving capacity as % of existing
	COMMON						
32	LOBBY	485		600	124%		
33	MARKETPLACE/NEW BOOKS	350	0	945	270%	60	N/A
34	FRIENDS BOOKSTORE	201		72	36%	4	
35	COMMUNITY INFORMATION	50		28	56%		
	COMMON TOTAL	**1086**		**1645**	**151%**		
	% OF TOTAL PROGRAM	7%		9%			
	MEETING						
36	GROUP STUDY @ 120 SF	0		360	N/A		
37	GROUP STUDY @ 240 SF	0		240	N/A		
38	QUIET NOOK	0		112	N/A		
39	STORYTIME STORAGE	0		100	N/A		
40	COMMUNITY ROOM	1476		1403	95%		
41	COMMUNITY ROOM STORAGE	32		200	625%		
42	COMMUNITY ROOM SERVERY	0		120	N/A		
	MEETING TOTAL	**1508**		**2535**	**168%**		
	% OF TOTAL PROGRAM	9%		14%			
	STAFF/FRIENDS						
43	COMBINED STAFF WORKROOM	1033		1229	119%	8	
44	LIBRARY MANAGER OFFICE	139		120	86%		
45	CIRC SUPERVISOR OFFICE	0		120	N/A		
46	SUPERVISING LIBRARIANS OFFICE	0		140	N/A		
47	FRIENDS WORKROOM	375		200	53%	6	
48	STAFF LOUNGE	310		240	77%		
49	SORTING & RETURNS	702		542	77%		
50	HOLDS	107	11	96	90%	16	121%
51	DELIVERIES/STAFF ENTRY	0		128	N/A		
52	CENTRAL INFORMATION DESK	376		175	47%		
53	REFERENCE DESK	319		100	31%		
	STAFF TOTAL	**3361**		**3090**	**92%**		
	% OF TOTAL PROGRAM	21%		17%			
	TOTAL NET	**15994**		**18040**			
	TOTAL GROSS	**24229**		**24354**			
	GROSSING FACTOR	**1.51**		**1.35**			

OVERALL PROGRAM DIAGRAM

In addition to tabulating the program numerically as shown in the previous Program Summary table, the diagram on the following pages describes the program graphically. Each color block indicates a program element, show at a scale of 1" = 40'-0". More important than the specific scale, this diagram give a graphic representation of each space in the program and demonstrates proportionality both at the category level as well as for each individual program element. For example, this diagram demonstrates that the Adult collection at 33% of the net assignable program is the largest category, and Non-Fiction #10 is the single largest element of the program.

Each program element, represented by a color block, is not intended to demonstrate a desired configuration or design. The specific layout of each space will be determined in the subsequent Concept Design and Schematic Design phases of the project. This graphic information is shown in more detail in the Program by Category section of the report, which includes data for each space as well as a generic layout indicating the type and quantity of furniture and shelving that each space can accommodate. The numerical, graphic, and data categories combine to provide a complete program to be used as the basis for the upcoming design phases.

ADULTS - 33% of total net assignable program
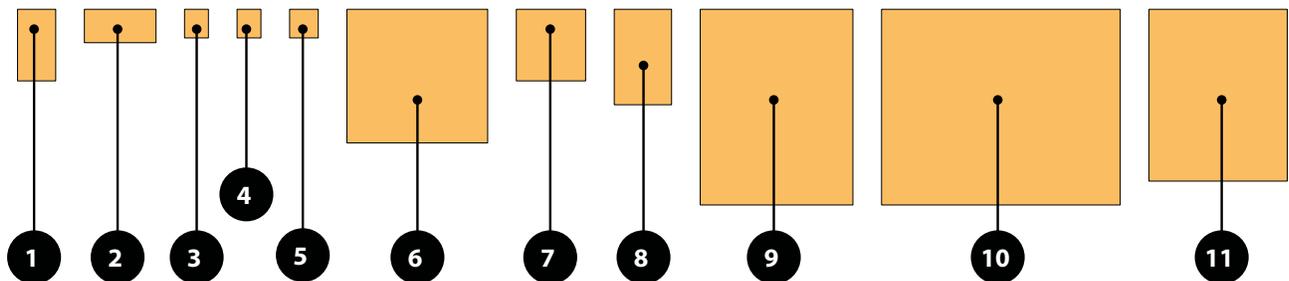
CHILDREN - 23% of total net assignable program
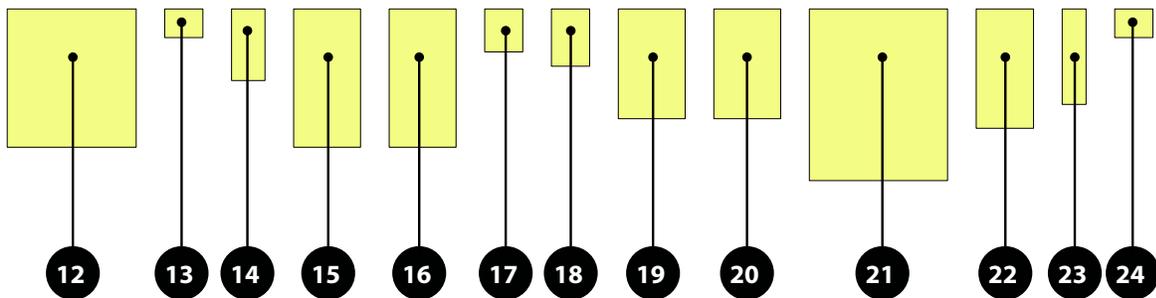
TEENS - 4% of total net assignable program

25 26 27 28 29 30 31
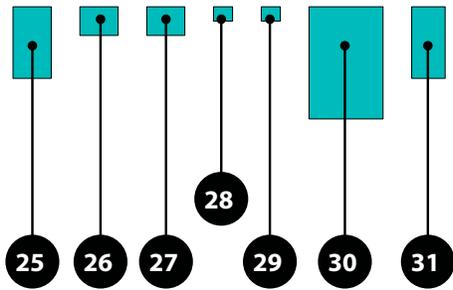
COMMON - 9% of total net assignable program

32 33 34 35
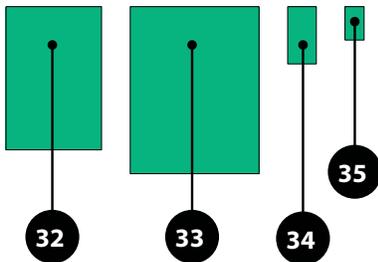
MEETING - 14% of total net assignable program

36 36 36 37 38 38 38 39 40 41 42
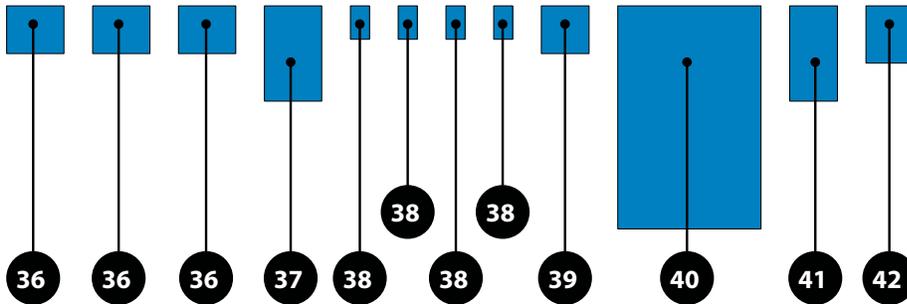
STAFF/FRIENDS OF THE LIBRARY - 17% of total net assignable program

43 44 45 46 47 48 49 50 51 52 53

0'   20'   40'   80'
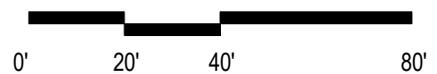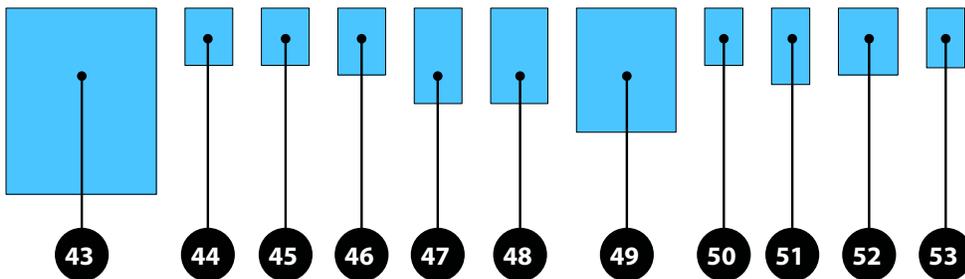
OVERALL PROGRAM DIAGRAM KEY

Adults

1 Media
2 Computers
3 Lap Top Check Out
4 Copiers
5 Reference
6 Quiet Reading
7 Periodicals
8 Languages
9 Fiction
10 Non-Fiction
11 Adult Lounge

Children

12 New Books
13 Media
14 Computers
15 Fiction
16 Non-Fiction
17 Graphic Novels
18 Languages
19 Easy Readers

20 Picture Books
21 Children's Lounge
22 Homework Area
23 Interactives
24 Board Books

Teens

25 Collection
26 Media
27 Graphic Novels
28 New Books
29 Nonfiction
30 Lounge
31 Computers

Common/Core

32 Lobby
33 Marketplace
34 Friends Bookstore
35 Community Info

Meeting

36 Small Study Room
37 Large Study Room
38 Quiet Nook
39 Storytime Storage
40 Community Room
41 Community Rm. Storage
42 Community Rm. Servery

Staff/Friends

43 Staff Workroom
44 Manager Office
45 Circ. Supervisor Office
46 Supervising Librarian's Office
47 Friends Workroom
48 Staff Lounge
49 Sorting & Returns
50 Holds
51 Deliveries/Staff Entry
52 Central Information Desk
53 Reference Desk

OVERVIEW OF SUPPORT SPACES

The spaces indicated in the program summary and overall program diagram are considered a part of the building's net assignable square footage. The net assignable square footage is a percentage of the total building area, which is known as the gross square footage. Net assignable square footage is related to the gross square footage through a grossing factor, which is 1.35 for the Campbell Library. This grossing factor is based on industry standards for public libraries and other similar building types. This means that the total building area, or gross square footage, of roughly 24,200 SF results in about 18,000 SF of net assignable square footage. Gross square footage includes circulation, such as stairs or hallways, the area occupied by exterior and interior walls, and the support spaces indicated below. The exact proportion and square footage of these spaces is dependent on the proposed design and layout of the building, to be determined in the Concept Design and Schematic Design phases.

Restrooms are considered a part of the gross square footage, and are indicated below diagrammatically. To help keep costs low, the main restrooms will be located on one floor only. During the design process, alternatives to the typical mens/women's restroom layout should be considered, including unisex restrooms, restrooms with a shared sink area, and other layout options. The code compliance of these options will also need to be verified with the local and state authorities.
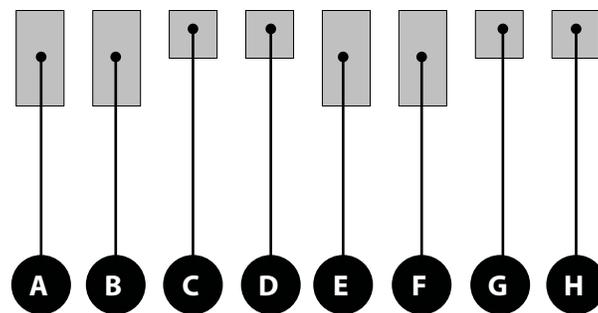
A — MEN'S RESTROOM	E — MECHANICAL ROOM
B — WOMEN'S RESTROOM	F — ELECTRICAL ROOM
C — FAMILY RESTROOM	G — CUSTODIAL
D — STAFF RESTROOM	H — SERVER/IT

0'   20'   40'   80'

COLLECTION DENSITY COMPARISON

Per Existing Layout

660 SF

1,500 LF Shelves

66" Tall, 36" Long, 5 Shelves
5'-0" On Center
30'-0" Runs

5'-0" ON CENTER (3'-0" AISLE)

30'-0" RUNS
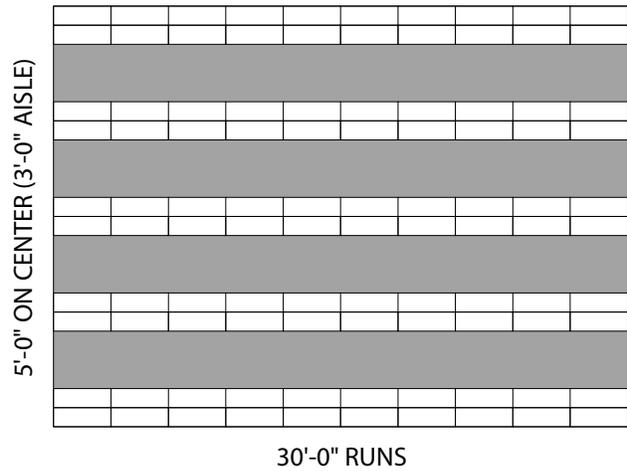
Per Code

Decrease Collection

660 SF

1,080 LF Shelves

66" Tall, 36" Long, 5 Shelves
6'-0" On Center
18'-0" Runs

72% Of Collection In Same Area

6'-0" ON CENTER (4'-0" AISLE)
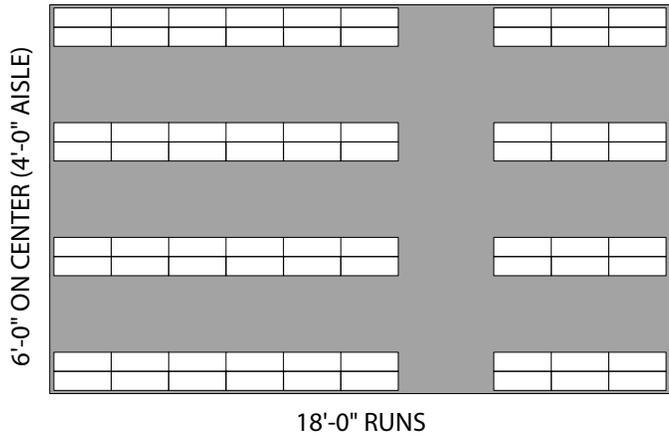
18'-0" RUNS

Per Code

Increase Area

910 SF

1,500 LF Shelves

66" Tall, 36" Long, 5 Shelves
6'-0" On Center
18'-0" Runs

38% More Floor Area For Same Amount Of Collection

6'-0" ON CENTER (4'-0" AISLE)

18'-0" RUNS

0'   5'   10'   20'
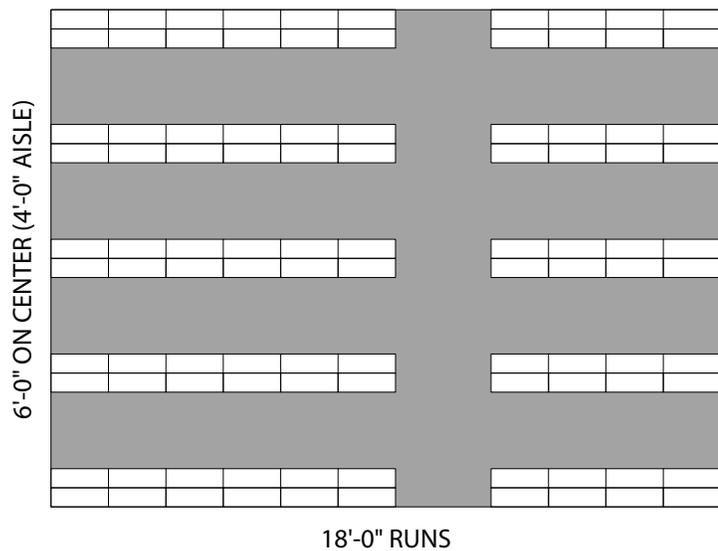
FURNITURE LEGEND
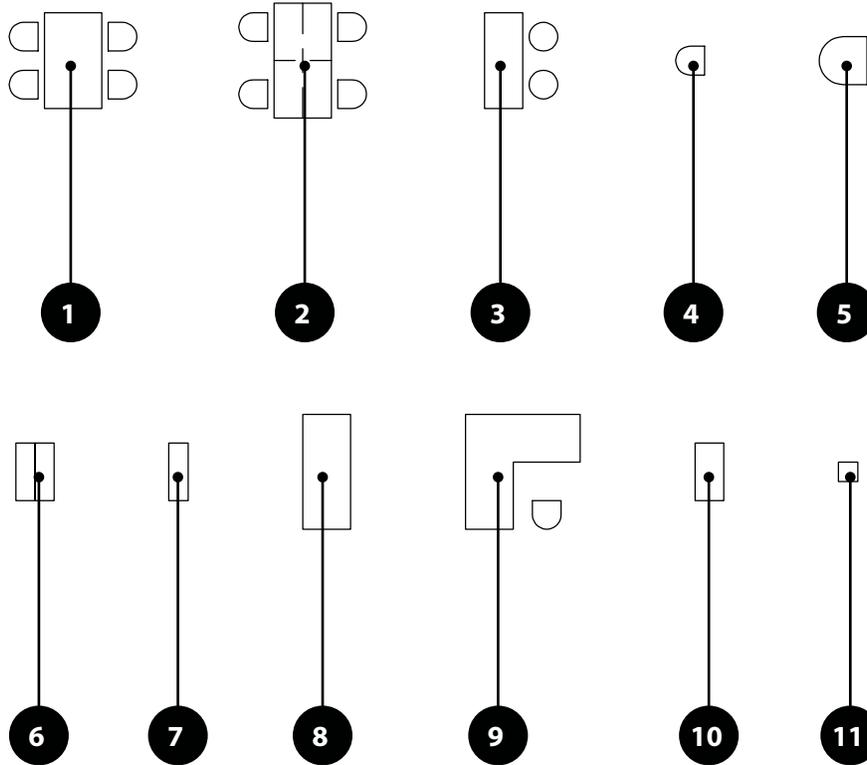
① STUDY TABLE	⑤ LOUNGE CHAIR	⑨ WORKSTATION
② DIVIDED STUDY TABLE	⑥ DOUBLE-SIDED SHELF	⑩ BOOK CART
③ COUNTER SEATING	⑦ SINGLE-SIDED SHELF	⑪ LOCKER
④ TASK CHAIR	⑧ COUNTER (LENGTH VARIES)	

0'   5'   10'   20'

CITY·OF·CAMPBELL
THE·ORCHARD·CITY

santa clara
county
library district

JAYSON
ARCHITECTURE

III.

PROGRAM BY CATEGORY

ADULT COLLECTION

1 MEDIA	7 PERIODICALS
2 COMPUTERS	8 LANGUAGES
3 LAP TOP CHECK OUT	9 FICTION
4 COPIERS	10 NON-FICTION
5 REFERENCE	11 ADULT LOUNGE
6 QUIET READING	

0'   10'   20'   40'

ADULT MEDIA

① 1
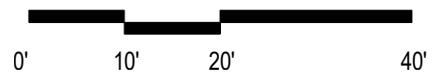
Proposed Program Area:	120 SF
Existing Program Area:	374 SF
Proposed Sections of Shelving:	20x66"
	(51% of existing)
Existing Sections of Shelving:	28x84" tall
Adjacencies:	Marketplace, Holds
Noise Level:	Medium
Seating Needs:	Lounge seating nearby
Technology:	N/A
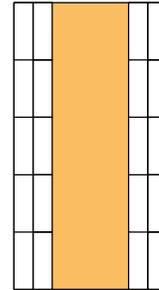
While currently a popular collection that gets regular use, the Library foresees that it will likely decrease in size over time as media moves toward a digital format. The stacks should be designed with the flexibility to transition to book shelving.

ADULT COMPUTERS

② 2

Proposed Program Area:	105 SF
Existing Program Area:	478 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Sections of Shelving:	N/A
Adjacencies:	Reference Desk, Copiers
Noise Level:	Medium
Seating Needs:	Small tables, lounge seating
Technology:	8 desktop computers, power &
	data in tables, power in lounge seating
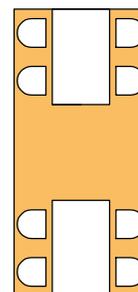
This collection consists of 8 desktop computers on small or divided tables designed for primarily individual use, with powered lounge seating to accommodate laptop usage.

0'   5'   10'   20'

LAPTOP CHECKOUT

(3)

Proposed Program Area: 30 SF

Existing Program Area: N/A

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Adult computers, reference desk

Noise Level: Medium

Seating Needs: Near powered lounge seating

Technology: Power and data

The Campbell Library currently has 18 desktop computers -
with the reduction in the new program down to 8 computers,
the library anticipates lap top usage to increase. Therefore, it's
essential to provide an easily accessible laptop check out area
with adjacent powered furniture.

COPIERS

(4)

Proposed Program Area: 30 SF

Existing Program Area: 88 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Adult computers, reference desk

Noise Level: Medium

Seating Needs: N/A

Technology: Power and data, 1 all-in-one copier/
                       printer, print release station

The copier area allows computer the public to print, as well
as make copies of documents and books. Power and data are
provided to support network connections for both the multi-
function printer as well as print release station.

0'   5'   10'   20'

ADULT REFERENCE COLLECTION

(5)

Proposed Program Area: 36 SF

Existing Program Area: 90 SF

Proposed Sections of Shelving: 4x66" tall

                                          (67% of existing)

Existing Sections of Shelving: 6x66" tall

Adjacencies: Non-fiction, Reference Desk

Noise Level: Low

Seating Needs: Near table seating

Technology: N/A
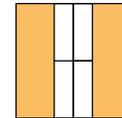
The Adult Reference Collection, largely consisting of local history and public codes that are available online, is anticipated to see decreased usage in the future. Content stored on microfiche is being digitized so the program does not include space for this service.

QUIET READING AREA

(6)

Proposed Program Area: 826 SF

Existing Program Area: 704 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Site line to Reference Desk

Noise Level: Very low

Seating Needs: Single or divided table, soft

                           seating, acoustic booths

Technology: Power & data in furniture
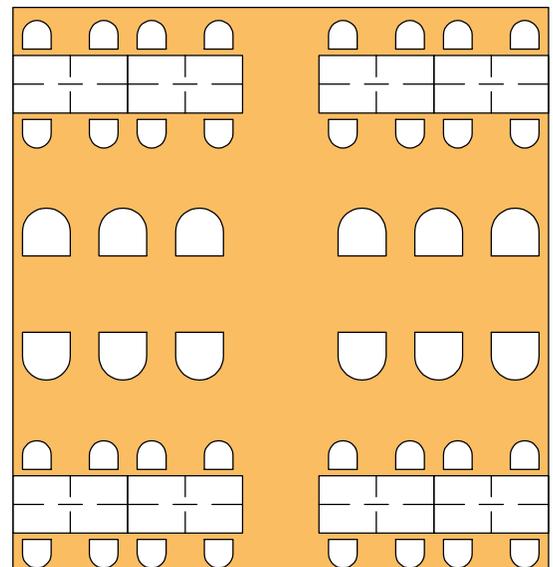
The Quiet Reading area is a heavily used space which allows very limited talking or noise of any kind. It is an enclosed space to provide acoustic separation from the rest of the library and ensure noise levels are kept down.

0'   5'   10'   20'

PERIODICALS

⑦

Proposed Program Area: 218 SF

Existing Program Area: 237 SF

Proposed Sections of Shelving: 20x66" tall

                                                              (59% of existing)

Existing Sections of Shelving: 34x66" tall

Adjacencies: Lounge Seating

Noise Level: Medium

Seating Needs: Lounge seating

Technology: Power near seating
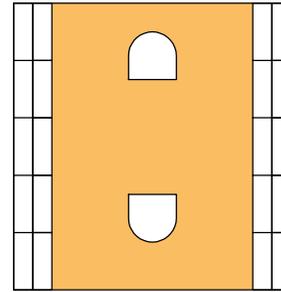
The Periodicals collection is intended for immediate use within the library, materials are rarely checked out. While this collection is likely to shrink in coming years due to a shift to digital formats, it remains a popular feature of the library.

ADULT LANGUAGES

⑧

Proposed Program Area: 240 SF

Existing Program Area: 470 SF

Proposed Sections of Shelving: 32x66" tall

                                                              (86% of existing)

Existing Sections of Shelving: 37x66" tall

Adjacencies: Media

Noise Level: Medium

Seating Needs: N/A

Technology: N/A
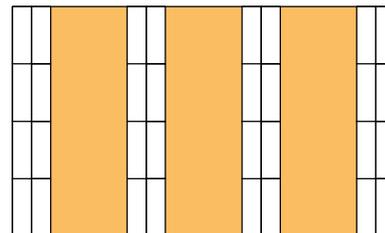
The Adult Languages collection includes foreign language books as well as CDs and DVDs. There is some overlap between this collection and Media, so ideally these two collections are located near each other.

0'   5'   10'   20'

ADULT FICTION COLLECTION

⑨

Proposed Program Area: 1312 SF

Existing Program Area: 1257 SF

Proposed Sections of Shelving: 144x66" tall

(87% of existing)

Existing Sections of Shelving: 165x66" tall

Adjacencies: Lounge

Noise Level: Medium

Seating Needs: lounge seating, reading tables

Technology: Catalog tablets on end panels

The Adult Fiction Collection includes literature, science fiction/fantasy, mysteries, and historical fiction. It is a highly used collection with high circulation. This collection is one of the primary features of the Campbell Library. Touch down seating should be provided to facilitate comfortable browsing.

Attachment: Campbell Library Program (Measure O Update)

0'   5'   10'   20'
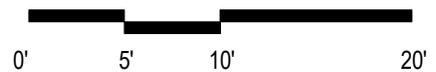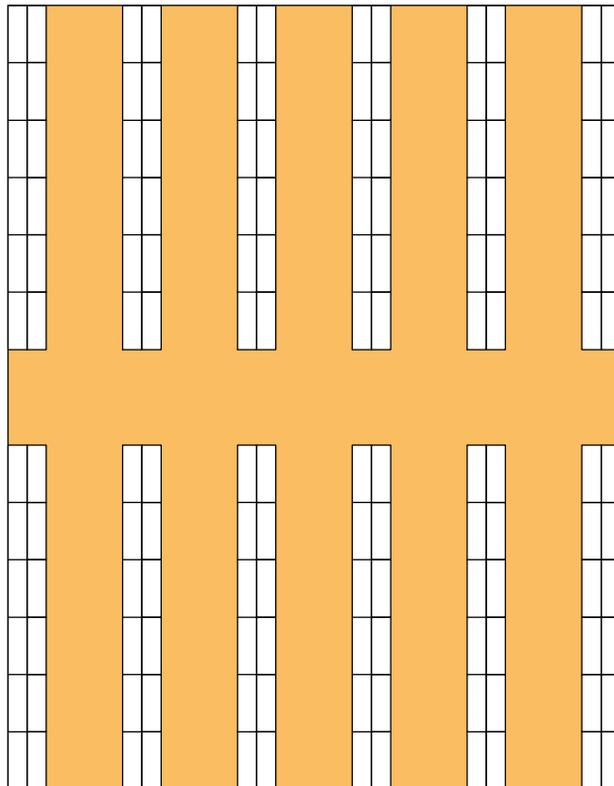
ADULT NON-FICTION COLLECTION

10

Proposed Program Area: 2050 SF

Existing Program Area: 1909 SF

Proposed Sections of Shelving: 216x66" tall

                                                      (71% of existing)

Existing Sections of Shelving: 303x66" tall

Adjacencies: Lounge

Noise Level: Medium

Seating Needs: Study Tables

Technology: Catalog tablets on end panels

The Adult Non-Fiction is a moderately used collection. Touch down seating should be provided to facilitate comfortable browsing.

0'   5'   10'   20'

ADULT STUDY TABLES/LOUNGE AREA (11)

Proposed Program Area:	1043 SF
Existing Program Area:	729 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Periodicals, Marketplace, Fiction, Non-fiction, Lobby
Noise Level:	High
Seating Needs:	Lounge seating, study tables
Technology:	Power & data in furniture

The Adult Lounge Area is typically utilized by individuals or groups of two. Seating should be individual lounge chairs w/ ancillary tables. The space needs to be arranged to provide personal space at each seat. Easily accessible power should be provided to facilitate laptop usage.

0'   5'   10'   20'

CHILDREN'S COLLECTION

12	NEW BOOKS	17	GRAPHIC NOVELS	22	HOMEWORK AREA
13	MEDIA	18	LANGUAGES	23	INTERACTIVES
14	COMPUTERS	19	EASY READERS	24	BOARD BOOKS
15	FICTION	20	PICTURE BOOKS		
16	NON-FICTION	21	CHILDREN'S LOUNGE		

0'   10'   20'   40'

CHILDREN'S NEW BOOKS

Proposed Program Area:	783 SF
Existing Program Area:	293 SF
Proposed Sections of Shelving:	48x45" tall
	(480% of existing)
Existing Sections of Shelving:	10x45" tall
Adjacencies:	Lounge
Noise Level:	High
Seating Needs:	Lounge seating, children's height
	lounge seating
Technology:	Power near seating

The Children's New Books should be located near the entry to the Children's area. Books should be displayed face out, and careful thought should be given to selection and/or design of display furniture, tabletop display, & end panel display. Shelving and display should be low height and low density. Touch down seating should be provided at child and adult sizes to facilitate comfortable browsing.

0'   5'   10'   20'

CHILDREN'S MEDIA

(13)

Proposed Program Area:	48 SF
Existing Program Area:	246 SF
Proposed Sections of Shelving:	8x66" tall
	(57% of existing)
Existing Sections of Shelving:	14x66" tall
Adjacencies:	New Books
Noise Level:	High
Seating Needs:	N/A
Technology:	N/A
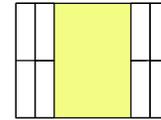
The Children's Media Collection is a diverse mix of music, DVDs, games, & audiobooks. This collection should be separated and associated with the correct age level. Like adult media it should be designed with the potential to transition to books over time.

CHILDREN'S COMPUTERS

(14)

Proposed Program Area:	105 SF
Existing Program Area:	180 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Children's lounge
Noise Level:	High
Seating Needs:	Study tables, children's height tables
Technology:	Power and data in furniture
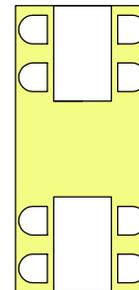
The Children's Computers should be separated into two separate age zones, located adjacent to the corresponding book collection. The computer area should be located with clear lines of sight for staff supervision.
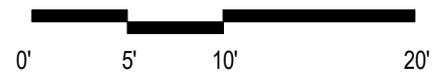
0'   5'   10'   20'

CHILDREN'S FICTION

Proposed Program Area: 406 SF

Existing Program Area: 300 SF

Proposed Sections of Shelving: 48x66" tall

      (100% of existing)

Existing Sections of Shelving: 48x66" tall

Adjacencies: Lounge

Noise Level: Medium

Seating Needs: Lounge furniture

Technology: Catalog tablets in end panels
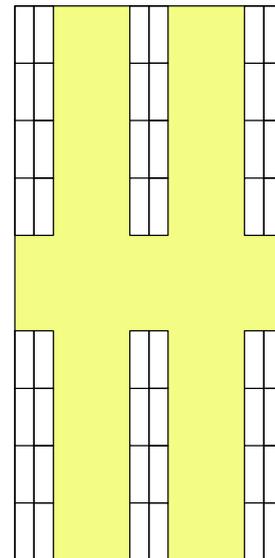
Children's Fiction is a well-used collection. 25-30% of this collection is Children's Fiction Series, which is sorted independently from the rest of the collection. Touch down seating should be provided at child and adult sizes.

CHILDREN'S NON-FICTION

Proposed Program Area: 406 SF

Existing Program Area: 300 SF

Proposed Sections of Shelving: 48x66" tall

      (72% of existing)

Existing Sections of Shelving: 67x66" tall

Adjacencies: Lounge

Noise Level: Medium

Seating Needs: Lounge furniture

Technology: Catalog tablets in end panels
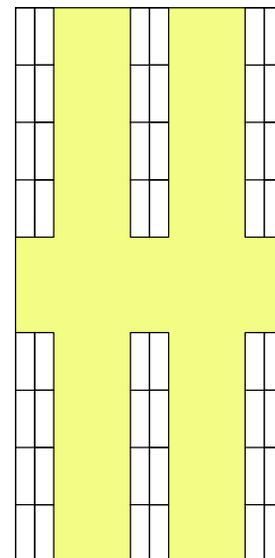
The Children's Non-Fiction Collection is a moderately used collection and includes Reference, which is forecast to shrink overtime as a result of the availability of reliable information online.

0'   5'   10'   20'

CHILDREN'S GRAPHIC NOVELS

(17)

Proposed Program Area: 72 SF

Existing Program Area: 128 SF

Proposed Sections of Shelving: 12x66" tall

(120% of existing)

Existing Sections of Shelving: 10x66" tall

Adjacencies: Lounge

Noise Level: Medium

Seating Needs: Lounge furniture, children's height

lounge furniture

Technology: N/A
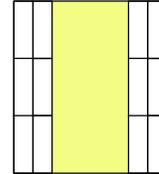
Children's Graphic Novels is a relatively small but well-used collection that is independent and separate from Children's Fiction.

CHILDREN'S LANGUAGES

(18)

Proposed Program Area: 96 SF

Existing Program Area: 222 SF

Proposed Sections of Shelving: 16x66" tall

(114% of existing)

Existing Sections of Shelving: 14x66" tall

Adjacencies: Lounge

Noise Level: Medium
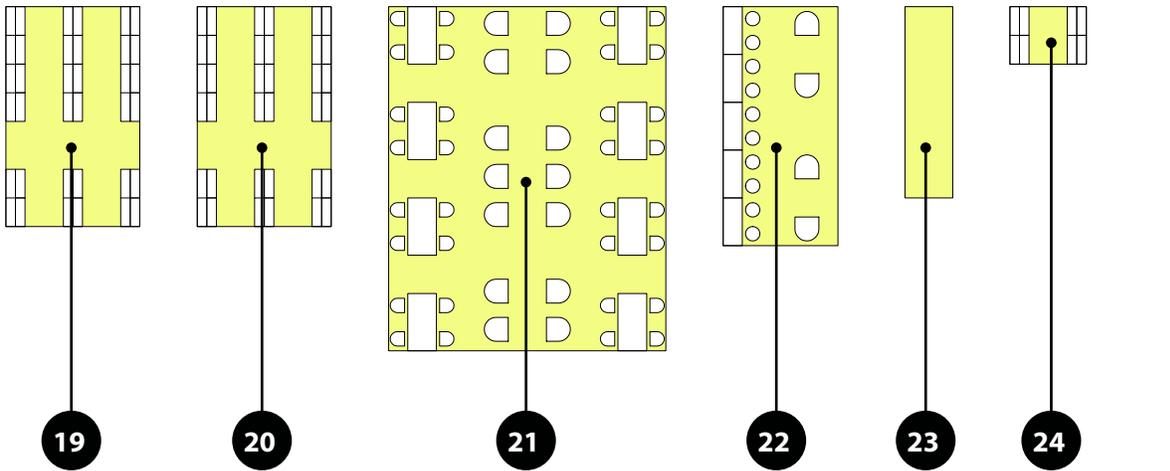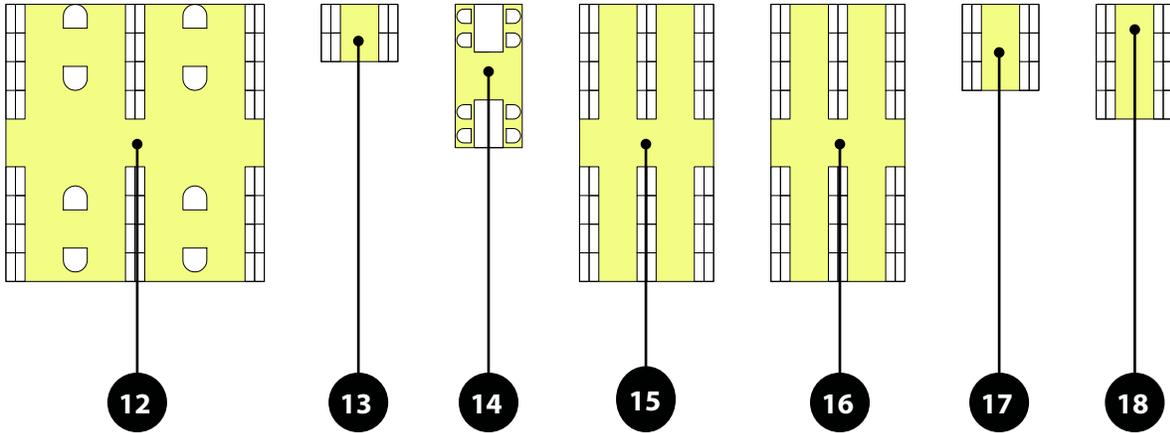
Seating Needs: Lounge furniture, children's height

lounge furniture

Technology: N/A
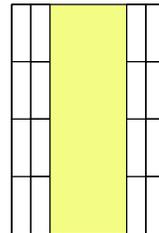
The Children's Languages collection supports the wide range of languages spoken within the City of Campbell, and caters to families raising children in bi-lingual households.

0'   5'   10'   20'

CHILDREN'S EASY READERS

(19)

Proposed Program Area:	322 SF
Existing Program Area:	300 SF
Proposed Sections of Shelving:	36x66" tall
	(103% of existing)
Existing Sections of Shelving:	35x66" tall
Adjacencies:	Lounge
Noise Level:	High
Seating Needs:	Lounge furniture
Technology:	N/A
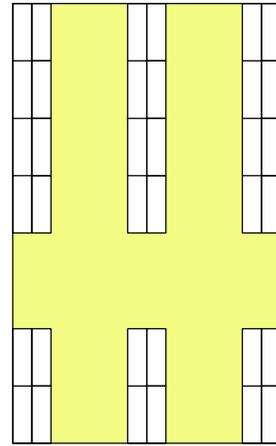
The Children' Easy Readers is a well-used collection and serves as a bridge to the primary Children's Fiction and Non-Fiction collections.

CHILDREN'S PICTURE BOOKS

(20)

Proposed Program Area:	322 SF
Existing Program Area:	322 SF
Proposed Sections of Shelving:	36x66" tall
	(88% of existing)
Existing Sections of Shelving:	41x66" tall
Adjacencies:	Lounge
Noise Level:	High
Seating Needs:	Lounge furniture
Technology:	N/A
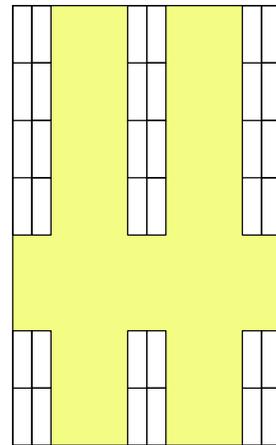
The Children's Picture Books collection should be located on lower shelves to allow for tactile browsing by toddlers and younger children. Touch down seating should be provided at child and adult sizes to facilitate comfortable browsing.

0'   5'   10'   20'

CHILDREN'S LOUNGE SEATING

Proposed Program Area:	1043 SF
Existing Program Area:	544 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Children's New Books, Children's Fiction, Children's Non-fiction
Noise Level:	High
Seating Needs:	Lounge seating, children's height lounge furniture, children's height study tables
Technology:	Power and data in furniture

The overall Children's Area should be arranged to promote goals of discovery, play, & exploration. Comfortable lounge seating is important to break down the density of the overall collections and facilitate these goals. There should be a diversity of seating arrangement to accommodate small family groups of 2-4 people, distributed throughout collections. In addition, low tables should be provided for coloring and other activities.

Attachment: Campbell Library Program (Measure O Update)

0'   5'   10'   20'
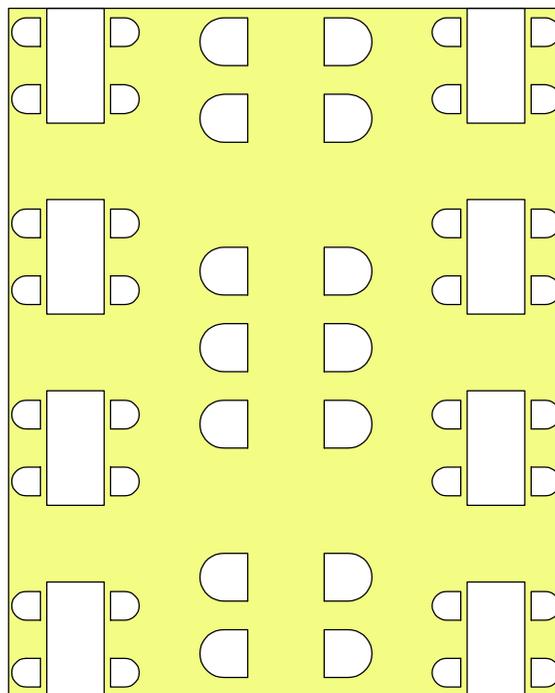
HOMEWORK AREA

22

Proposed Program Area:	300 SF
Existing Program Area:	0 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	N/A
Noise Level:	High
Seating Needs:	children's counter seating
Technology:	Power and data in furniture
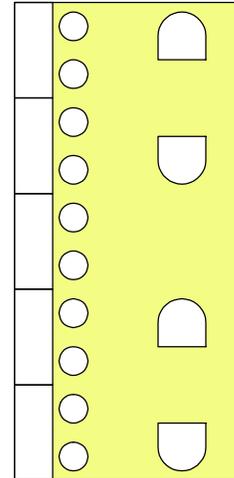
The Homework Area should be arranged to support small study groups of 2-4 people. In addition to worktables, nooks for tutoring with increased acoustic privacy should be provided.

INTERACTIVES

23

Proposed Program Area:	100 SF
Existing Program Area:	0 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Lounge
Noise Level:	High
Seating Needs:	N/A
Technology:	Power and data as required by interactives

Children's Interactives are integrated into the picture books collection space. These should be end panel or wall mounted to limit square footage required to access and use the interactive installations.

0'   5'   10'   20'

BOARD BOOKS

Proposed Program Area: 48 SF

Existing Program Area: 50 SF

Proposed Sections of Shelving: Interactive shelving

equivalent to 8x45" tall

(114% of existing)

Existing Sections of Shelving: 7x45" tall

Adjacencies: Children's lounge

Noise Level: High

Seating Needs: N/A

Technology: N/A
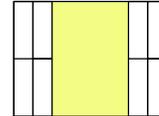
Children's board books are a popular collection among families
with very young children. Board books should be displayed in a
playful manner which encourages exploration.
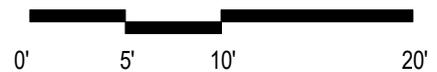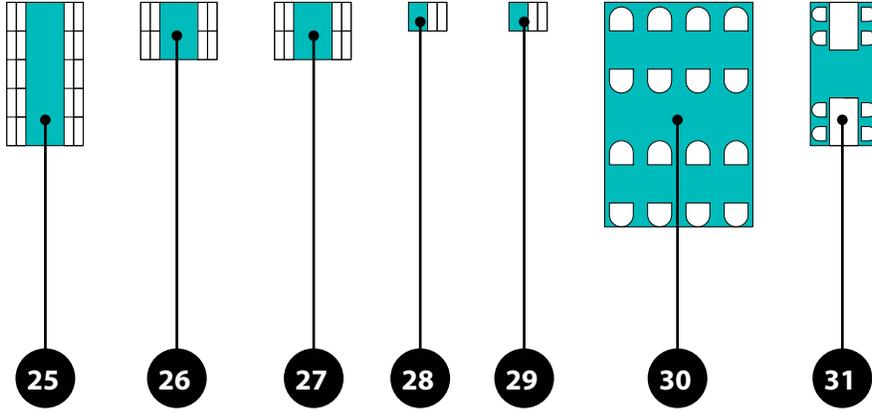
0'   5'   10'   20'

TEENS

25 COLLECTION		**29** NON FICTION	
26 MEDIA		**30** LOUNGE	
27 GRAPHIC NOVELS		**31** COMPUTERS	
28 NEW BOOKS			

0'   10'   20'   40'

TEEN COLLECTION

②⑤

Proposed Program Area: 120 SF

Existing Program Area: 200 SF

Proposed Sections of Shelving: 20x66" tall

                                          (89% of existing)

Existing Sections of Shelving: 16x84" tall

Adjacencies: Lounge, Small Study Room(s)

Noise Level: Medium

Seating Needs: Lounge furniture

Technology: Catalog tablets in end panels
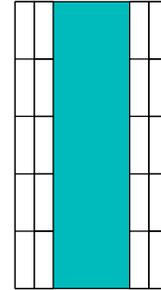
The Teen Collection is dedicated to young adults and should
be clearly separate from both Children's & Adult collections.
It should be located adjacent to study rooms to facilitate
homework or study.

TEEN MEDIA

②⑥

Proposed Program Area: 48 SF

Existing Program Area: 116 SF

Proposed Sections of Shelving: 8x66" tall

                                         (100% of existing)

Existing Sections of Shelving: 8x66" tall

Adjacencies: N/A

Noise Level: Medium

Seating Needs: Lounge furniture

Technology: N/A
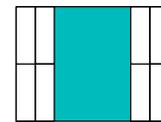
The Teen Media Collection is a diverse mix of music, DVDs,
games, & audiobooks. Like adult media it should be designed
with the potential to transition to books over time as the
collection phases out.

0'   5'   10'   20'

TEEN GRAPHIC NOVELS

27

Proposed Program Area:	48 SF
Existing Program Area:	116 SF
Proposed Sections of Shelving:	8x66" tall
	(100% of existing)
Existing Sections of Shelving:	8x66" tall
Adjacencies:	Lounge
Noise Level:	Medium
Seating Needs:	Lounge furniture
Technology:	N/A
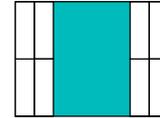
Teen Graphic Novels is a relatively small but well-used collection that is independent and separate from Teen Fiction.

TEEN NEW BOOKS

28

Proposed Program Area:	12 SF
Existing Program Area:	25 SF
Proposed Sections of Shelving:	2x66" tall
	(100% of existing)
Existing Sections of Shelving:	2x66" tall
Adjacencies:	Lounge
Noise Level:	Medium
Seating Needs:	Lounge furniture
Technology:	N/A

A small amount of the Teen Collection is dedicated to new and popular titles. This collection should be located near the entry to the teen area and be arranged with books configured face out.

0'   5'   10'   20'

TEEN NON-FICTION

(29)

Proposed Program Area:	12 SF
Existing Program Area:	25 SF
Proposed Sections of Shelving:	2x66" tall
	(200% of existing)
Existing Sections of Shelving:	1x66" tall
Adjacencies:	Lounge
Noise Level:	Medium
Seating Needs:	Lounge furniture
Technology:	N/A

Teen Non-Fiction is a lightly used and relatively small collection. While likely co-located with the Fiction collection as a result of the limited size of the overall Teen Area, this collection should be clearly identified via signage and/or other visual separations.

TEEN LOUNGE

(30)

Proposed Program Area:	364 SF
Existing Program Area:	236 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Teen's Collection
Noise Level:	Medium
Seating Needs:	Lounge furniture
Technology:	Power near seating
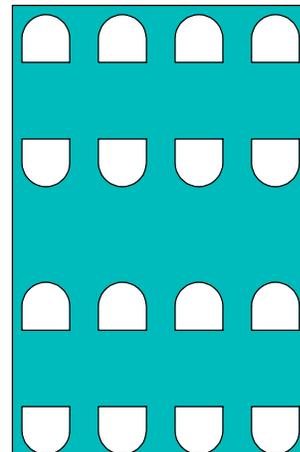
The Teen Lounge consists of comfortable lounge style seating with integrated or immediately adjacent power to facilitate and support laptop and mobile device use.

0'   5'   10'   20'

TEEN COMPUTERS

31

Proposed Program Area:	105 SF
Existing Program Area:	100 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Teen's Collection
Noise Level:	Medium
Seating Needs:	Study tables
Technology:	Power & data in furniture
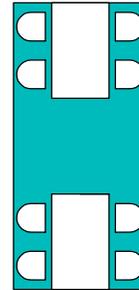
The Teen Computers Area should be designed as an extension of the Teen Lounge. Only laptop use will be supported, hardwired computers are not provided.
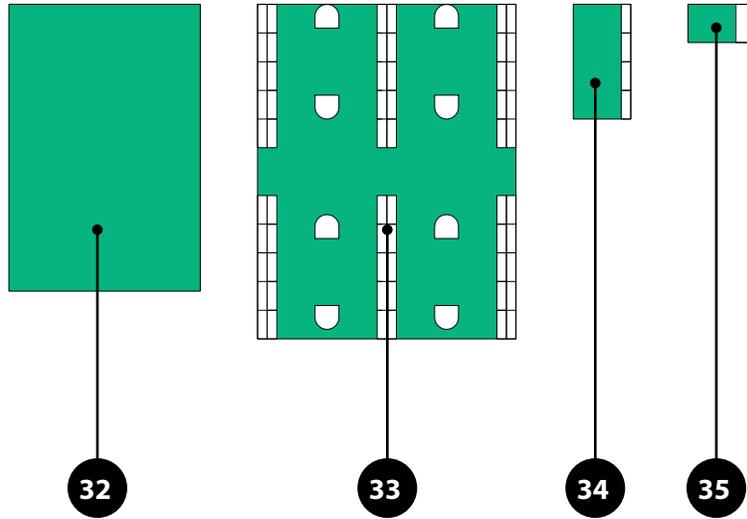
0'   5'   10'   20'

COMMON

32 LOBBY

33 MARKETPLACE

34 FRIENDS BOOKSTORE

35 COMMUNITY INFO

0'   10'   20'   40'

LOBBY

(32)

Proposed Program Area: 485 SF

Existing Program Area: 600 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: book return, restrooms, community information, friends books store, central information desk

Noise Level: High

Seating Needs: Touch down seating, bleacher seating integrated into grand stair

Technology: N/A

The Lobby should be a generous civic scale and quality space with a single public entry. It should include touch down waiting area bench seating. The extent of library should be visible from public entry point to facilitate easy navigation of the building. The lobby should be equipped with interactive signage adjacent to the central information desk. In addition to a grand stair for vertical circulation, a single accessible elevator should be provided.

Attachment: Campbell Library Program (Measure O Update)

0'   5'   10'   20'
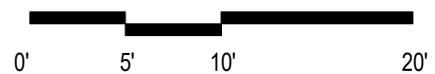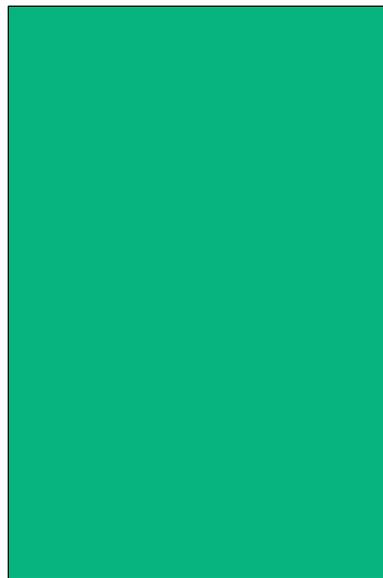
MARKETPLACE

33

Proposed Program Area: 945 SF

Existing Program Area: 350 SF

Proposed Sections of Shelving: 60x45"

Existing Sections of Shelving: -

Adjacencies: Lobby

Noise Level: High

Seating Needs: Touch down seating

Technology: N/A

The Marketplace should be located with a clear visual and spatial connection to the main lobby. It should be spacious and civic in architectural quality, with comfortable seating and room for both browsing and socializing. The new and popular collection should be displayed face out with minimal clutter. The marketplace collection will consist of a mix of adults, teens, and children's books.

Attachment: Campbell Library Program (Measure O Update)

0'   5'   10'   20'

FRIENDS BOOKSTORE

Proposed Program Area:	72 SF
Existing Program Area:	201 SF
Proposed Sections of Shelving:	4x45"
Existing Sections of Shelving:	-
Adjacencies:	Friends workroom
Noise Level:	High
Seating Needs:	N/A
Technology:	N/A
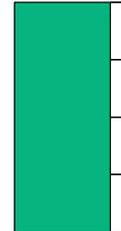
The Friends Bookstore should be located adjacent to the Lobby but not the main entry. It is unstaffed and operates on the honor system. Shelving should be of a similar look to Marketplace shelving. A direct adjacency to the Friends Workroom is desired but not a requirement.

COMMUNITY INFORMATION

Proposed Program Area:	28 SF
Existing Program Area:	50 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Lobby
Noise Level:	High
Seating Needs:	N/A
Technology:	N/A

This is small space used by the public to post notices and share flyers. It should be located near the lobby and have a flexible tack-able surface to allow for changing public items to be displayed easily as well as easily removed.
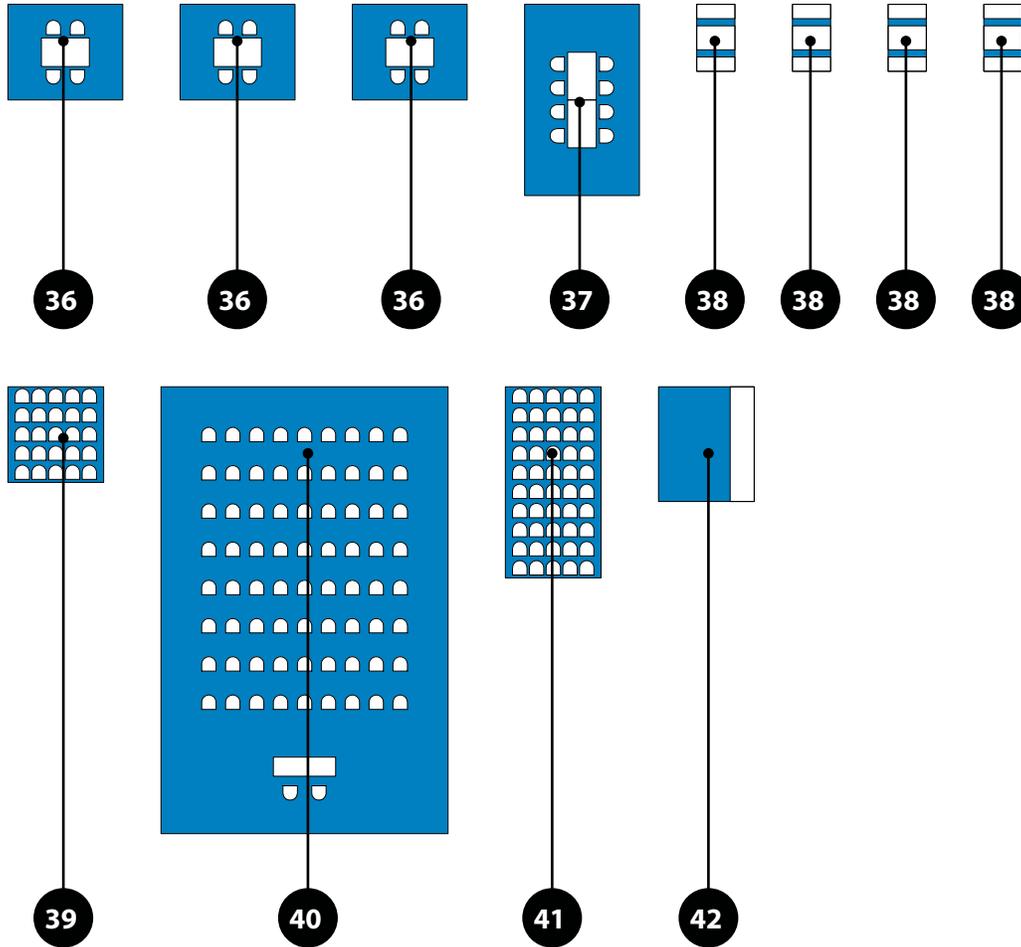
0'   5'   10'   20'

MEETING

36	SMALL STUDY ROOM	40	COMMUNITY ROOM
37	LARGE STUDY ROOM	41	COMMUNITY RM. STORAGE
38	QUIET NOOK	42	COMMUNITY RM. SERVERY
39	STORYTIME STORAGE		

0'   10'   20'   40'

SMALL GROUP STUDY ROOM

36

Proposed Program Area: 3x120 SF (360 SF total)

Existing Program Area: 0 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Site line to Reference Desk, Teens, Adult Lounge

Noise Level: Low - High

Seating Needs: Study Table

Technology: Power & data in table, wall mounted monitor, markerboard
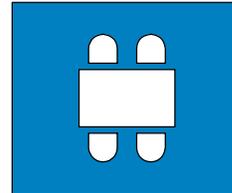
The Small Group Study Rooms accommodate 2-4 people at a worktable with power and data. The room is equipped with a large format monitor and AV patch panel, and a markerboard.

LARGE GROUP STUDY ROOM

37

Proposed Program Area: 240 SF

Existing Program Area: 0 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Site line to Reference Desk, Adult Lounge

Noise Level: Low - High

Seating Needs: Study Table

Technology: Power & data in table, wall mounted monitor, markerboard
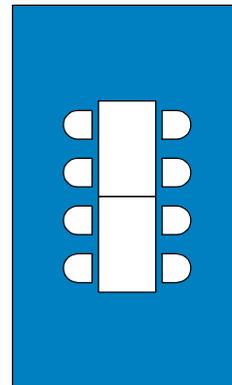
The Large Group Study Room accommodates 8-10 people at a worktable with power and data. The room is equipped with a large format monitor and AV patch panel, and a markerboard.

0'   5'   10'   20'

QUIET NOOK

38

Proposed Program Area:	4x28 SF (112 total)
Existing Program Area:	N/A
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	N/A
Noise Level:	Low
Seating Needs:	N/A
Technology:	Power in booth

The Quiet Nooks are small acoustically lines booths, suitable for 1-2 people. They are ideal for quiet study, reading, or semi-private conversations.

STORYTIME STORAGE

39

Proposed Program Area:	100 SF
Existing Program Area:	N/A
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Community Room
Noise Level:	Low
Seating Needs:	N/A
Technology:	N/A
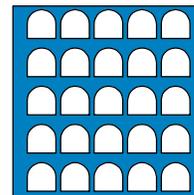
The Storytime Storage is separate and independent from the Community Room Storage and is intended to exclusively contain Storytime materials. It must be directly adjacent to the Community Meeting Room, since this is where Storytime will be held.

0'   5'   10'   20'

COMMUNITY ROOM

40

Proposed Program Area: 1403 SF

Existing Program Area: 1476 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Children's (for storytime), Storytime storage, community room storage, community room servery

Noise Level: High (Acoustic treatment needed within room)

Seating Needs: Stackable chairs, flip top tables

Technology: Monitor /AV systems

The Community Meeting Room is a large flexible space intended for community gathering and events of up to 200 people. Examples of uses include storytime, movies, talks, presentations, & community group meetings. The room is divisible to allow for maximum flexibility. The space is equipped with magnetic glass markerboards, a screen or large format monitor, and a flexible AV set up (usable for both sides of room when divided).

0'   5'   10'   20'
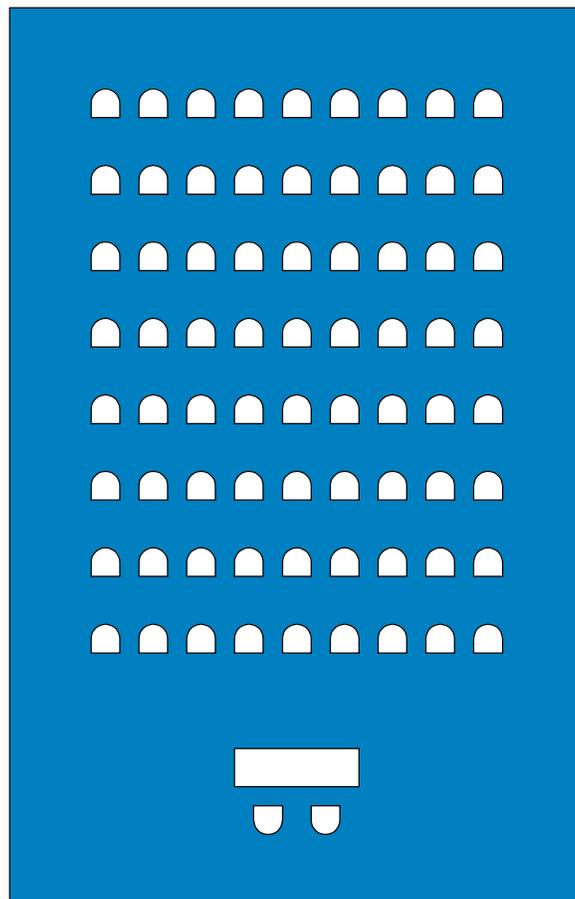
COMMUNITY ROOM STORAGE

(41)

Proposed Program Area: 200 SF

Existing Program Area: 32 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Community Room

Noise Level: Low

Seating Needs: N/A

Technology: Charging for laptop cart
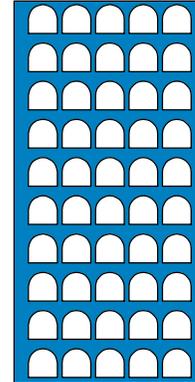
The Community Room Storage primarily provides space for stackable tables and chairs to be used for events.

COMMUNITY ROOM SERVERY

(42)

Proposed Program Area: 120 SF

Existing Program Area: N/A

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Community Room

Noise Level: Low

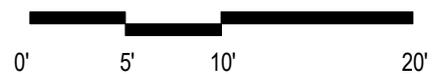Seating Needs: N/A

Technology: Charging for catering carts
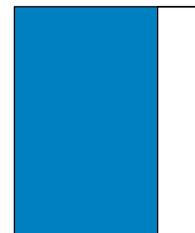
The Community Room Servery is intended to be used as a catering kitchen and event prep space, with counter space for preparing meals, and floor space for warming carts. It is equipped with a microwave, dishwasher, sink, and refrigerator.

0'   5'   10'   20'

STAFF/FRIENDS OF THE LIBRARY

43 **44** **45** **46** **47**

48 **49** **50** **51** **52** **53**
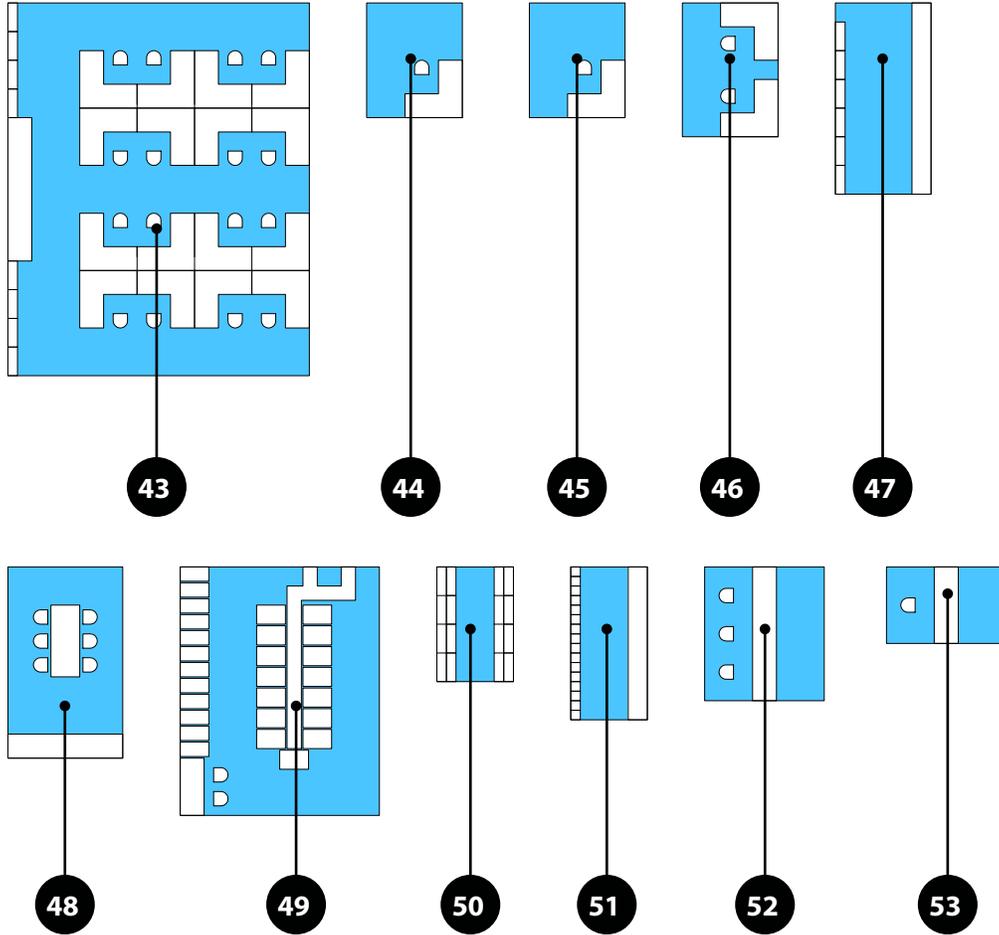
43 STAFF WORKROOM		**47** FRIENDS WORKROOM		**51** DELIVERIES/STAFF ENTRY	
44 MANAGER OFFICE		**48** STAFF LOUNGE		**52** CENTRAL INFORMATION DESK	
45 CIRC. SUPERVISOR OFFICE		**49** SORTING & RETURNS		**53** REFERENCE DESK	
46 SUPERVISING LIB. OFFICE		**50** HOLDS			

0'   10'   20'   40'

COMBINED STAFF WORKROOM

43

Proposed Program Area:	1229 SF
Existing Program Area:	1033 SF
Proposed Sections of Shelving:	8x66" tall
Adjacencies:	Staff offices, Sorting/Returns, Deliveries/Staff Entrance, and Central Information Desk (if possible)
Noise Level:	Medium
Seating Needs:	16 workstations
Technology:	Power and data at each workstation

The Staff Workroom will provide workstations for up to 16 staff at any given time. Each staff workstation will include dedicated storage. In addition to staff workstations, this space includes a long work counter and a shared copier/printer, as well as stack shelving and other storage space.

0'   5'   10'   20'
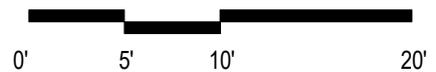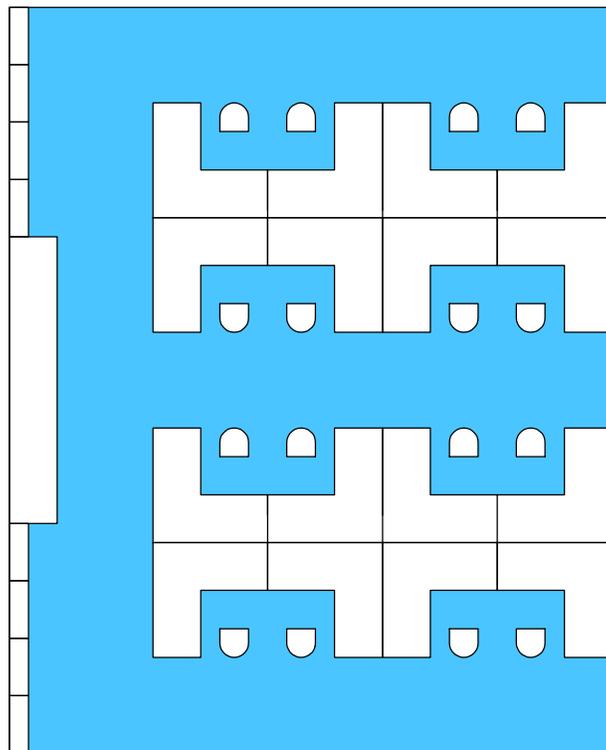
LIBRARY MANAGER OFFICE

(44)

Proposed Program Area: 120 SF

Existing Program Area: 139 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Combined Staff Workroom

Noise Level: Low

Seating Needs: Workstation for 1 person

Technology: Power and data for workstation
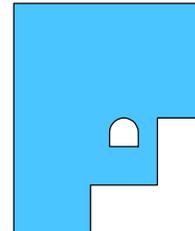
The Library Manager's office is a private office, ideally located directly adjacent to the combined Staff Workroom. It is acoustically contained to allow for private conversations.

CIRCULATION SUPERVISOR OFFICE

(45)

Proposed Program Area: 120 SF

Existing Program Area: N/A

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Combined Staff Workroom

Noise Level: Low

Seating Needs: Workstation for 1 person

Technology: Power and data for workstation
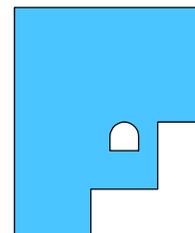
The Circulation Supervisor's Office is a private office, ideally located directly adjacent to the combined Staff Workroom. It is acoustically contained to allow for private conversations.

0'   5'   10'   20'

SUPERVISING LIBRARIANS OFFICE (46)

Proposed Program Area: 140 SF

Existing Program Area: N/A

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Combined Staff Workroom

Noise Level: Low

Seating Needs: Workstation for 2 people

Technology: Power and data for 2 workstations
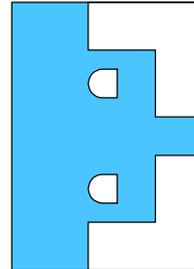
The Supervising Librarian's Office is a 2 person office, ideally located directly adjacent to the combined Staff Workroom.

FRIENDS WORKROOM (47)

Proposed Program Area: 200 SF

Existing Program Area: 375 SF

Proposed Sections of Shelving: 6x66" tall

Existing Sections of Shelving: N/A

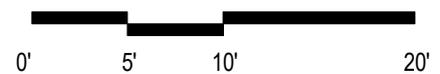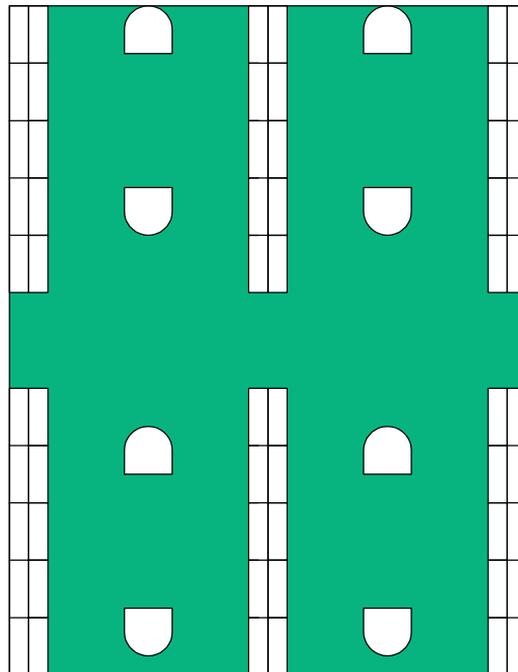Adjacencies: Community Room

Noise Level: Low

Seating Needs: N/A

Technology: Power and data for 1 workstations
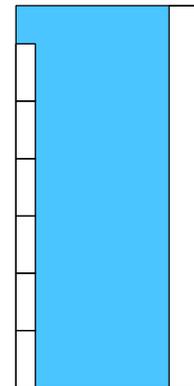
The Friends Workroom is a workspace with a long work counter and shelving for storing book donations. Adjacency to the Community Room is preferred for ease of access during book sales.

0'   5'   10'   20'
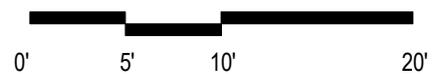
STAFF LOUNGE

(48)

Proposed Program Area:	240 SF
Existing Program Area:	310 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Staff Workroom
Noise Level:	Medium-High
Seating Needs:	Dining table with seating for 6
Technology:	N/A
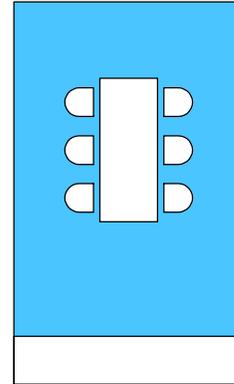
The Staff Lounge includes a kitchen and seating for meals & breaks. The kitchen includes a sink, microwave, fridge, wall oven, dishwasher, and storage for communal dishes and flatware.

SORTING AND RETURNS

(49)

Proposed Program Area:	542 SF
Existing Program Area:	702 SF
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Staff Workroom, Deliveries/Staff Entry, Exterior Book Drop
Noise Level:	High
Seating Needs:	1 workstation for 2 people
Technology:	Data and power for AMHS and computer
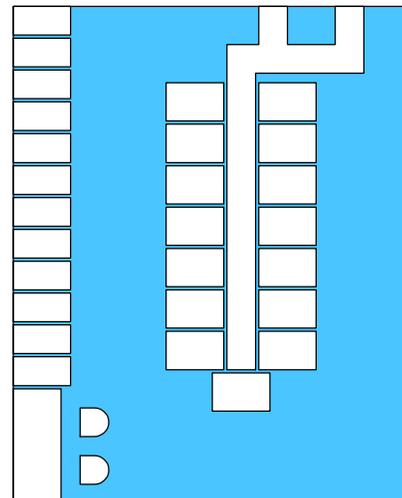
The Sorting and Returns room processes book returns for the library. Sorting requires an AMHS with at least 14 bins, and space for at least 12 book carts. It should be adjacent to the Staff Workroom, and located along the exterior of the building to allow for public books returns outside the library.

0'   5'   10'   20'

HOLDS

50

Proposed Program Area:	96 SF
Existing Program Area:	107 SF
Proposed Sections of Shelving:	16x66" high
	(121% of existing)
Existing Sections of Shelving:	11x84" high
Adjacencies:	Central Information Desk, Lobby
Noise Level:	Medium
Seating Needs:	N/A
Technology:	N/A
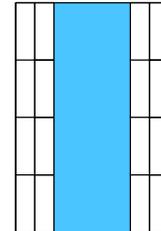
Holds is a self-service, public facing set of shelving. Holds should be located adjacent to the central information or reference desk, so library staff can assist patrons.

DELIVERIES/STAFF ENTRY

51

Proposed Program Area:	128 SF
Existing Program Area:	N/A
Proposed Sections of Shelving:	N/A
Existing Sections of Shelving:	N/A
Adjacencies:	Staff Workroom
Noise Level:	Medium
Seating Needs:	N/A
Technology:	N/A
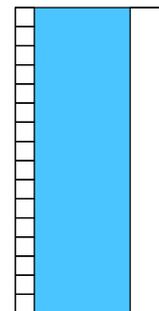
Deliveries/Staff Entry is the main staff entry point, as well as the delivery point for the library. This space also includes lockers for staff storage, a counter to facilitate deliveries, as well as storage for supplies.

0'   5'   10'   20'

CENTRAL INFORMATION DESK

52

Proposed Program Area: 175 SF

Current Program Area: 376 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Main Entry, Lobby

Noise Level: Medium

Seating Needs: Seating for 3 staff

Technology: Power and Data for computers
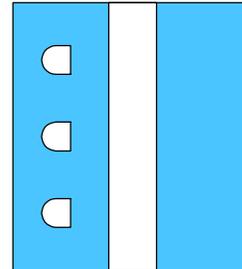
The Central Information Desk is the main public help point in the library, as well as the first staff a member of the public would see upon entering the library. Computers must be located facing away from the lobby to maintain public privacy. There is a manual book drop in the face or top of the desk.

REFERENCE DESK
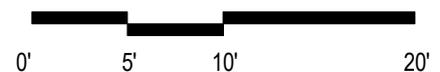
53

Proposed Program Area: 100 SF

Current Program Area: 319 SF

Proposed Sections of Shelving: N/A

Existing Sections of Shelving: N/A

Adjacencies: Separate level from Central Info. Desk

Noise Level: Medium

Seating Needs: Seating for 1 staff

Technology: Power and Data for computer
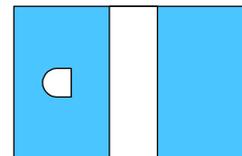
The Reference Desk is the secondary public help point in the library, located on a different floor than the Central Information Desk. This desk would ideally have a site line to the Central Information Desk, as well as a majority of the floor it serves.

0'   5'   10'   20'

CITY · OF · CAMPBELL
THE · ORCHARD · CITY

santa clara
county
library district

JAYSON
ARCHITECTURE

IV. TEMPORARY LIBRARY PROGRAM

TEMP LIBRARY PROGRAM SUMMARY

AREA NAME	New Program Area in SF	Sections of Shelving
ADULTS		
1 PERIODICALS	12	2
ADULTS TOTAL	12	
2 **CHILDREN**	96	16
COMMON		
3 LOUNGE	147	
4 PUBLIC COMPUTERS	53	
5 MARKETPLACE/NEW BOOKS	120	20
6 SELF CHECK OUT	53	
TOTAL COMMON	373	
STAFF WORKROOM		
7 STAFF WORKROOM	150	
8 MAIL & DELIVERY	53	
9 HOLDS	126	14
10 INFORMATION DESK	63	
TOTAL STAFF	392	

TOTAL NET	**873**
TOTAL GROSS	**1048**
GROSSING FACTOR	**∗ 1.2**

∗ Reduced grossing factor assumes that restrooms, mechanical rooms, electrical rooms, and other support spaces are outside of leased square footage.

TEMPORARY LIBRARY

1

2

3

4

5

6

7

8

9

10

1	ADULT PERIODICALS	5	MARKETPLACE	9	HOLDS
2	CHILDREN'S COLLECTION	6	SELF CHECK OUT	10	INFORMATION DESK
3	LOUNGE	7	STAFF WORKROOM		
4	PUBLIC COMPUTERS	8	MAIL & DELIVERY		

0'   10'   20'   40'
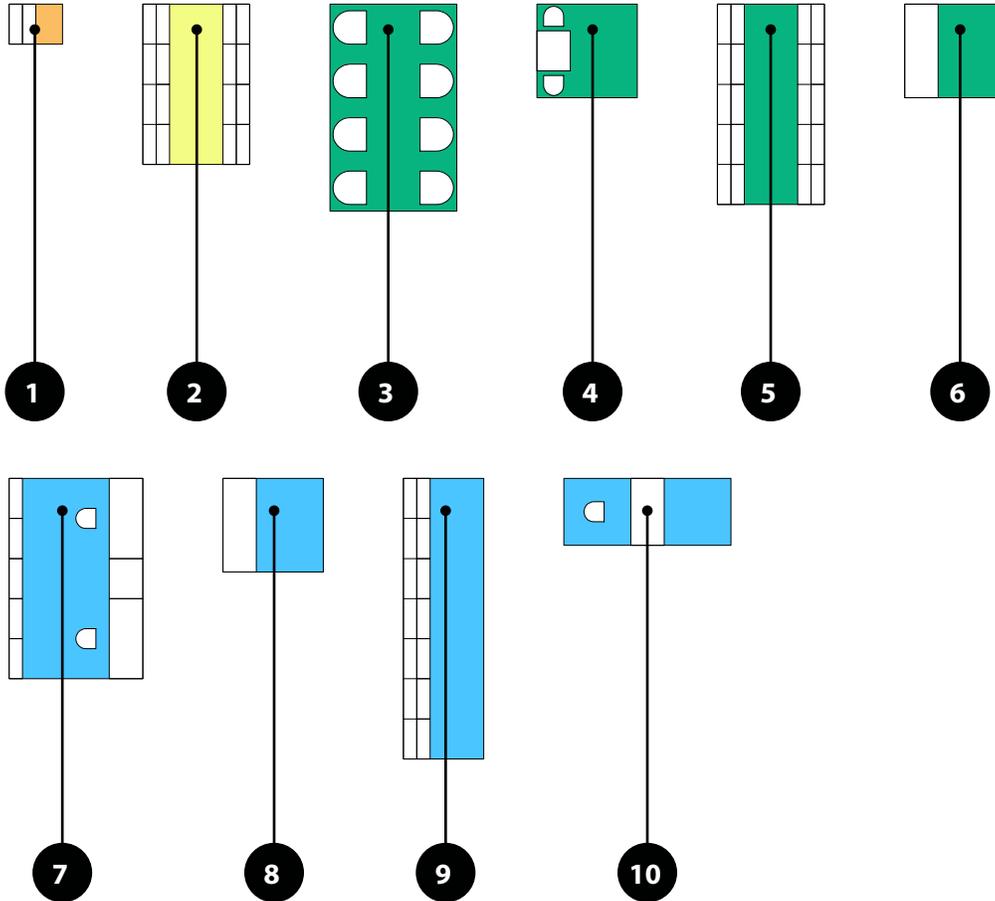
ADULT PERIODICALS

(1)

Proposed Program Area:	12 SF
Proposed Sections of Shelving:	2
Adjacencies:	Main Entry, Lounge
Noise Level:	Medium
Seating Needs:	N/A
Technology:	N/A
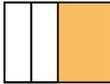
The Periodicals collection is intended for immediate use within the library, materials are rarely checked out.

CHILDREN'S COLLECTION

(2)

Proposed Program Area:	96 SF
Proposed Sections of Shelving:	16
Adjacencies:	Lounge
Noise Level:	High
Seating Needs:	N/A
Technology:	N/A
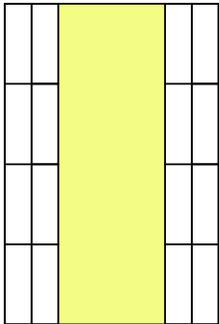
The Children's collection consists of a mix of picture books, early readers, and children's fiction & non fiction books.

0'   5'   10'   20'

LOUNGE

Proposed Program Area: 147 SF

Proposed Sections of Shelving: N/A

Adjacencies: Main Entry

Noise Level: Medium

Seating Needs: Soft lounge seating

Technology: Power near seating

The Lounge is a combined soft seating space for both Children &
Adults.
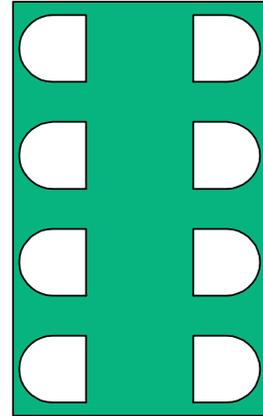
PUBLIC COMPUTERS

4

Proposed Program Area: 53 SF

Proposed Sections of Shelving: N/A

Adjacencies: N/A

Noise Level: N/A

Seating Needs: Study table

Technology: Power & Data for computers

The Public Computers are used for combined internet browsing,
application use, and catalog browsing. Two computers are
provided.

0'   5'   10'   20'
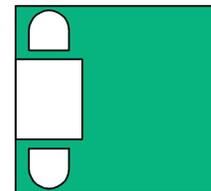
MARKETPLACE

⑤

Proposed Program Area: 120 SF

Proposed Sections of Shelving: 20

Adjacencies: Main Entry

Noise Level: Medium

Seating Needs: N/A

Technology: N/A

The Marketplace should be located with a clear visual and spatial connection to the main entrance. The new and popular collection should be displayed face out with minimal clutter.
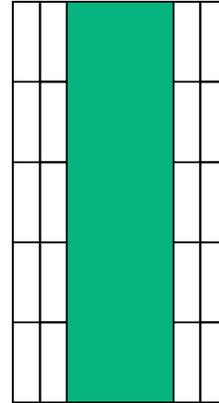
SELF CHECK OUT

⑥

Proposed Program Area: 53 SF

Proposed Sections of Shelving: N/A

Adjacencies: N/A

Noise Level: N/A

Seating Needs: N/A

Technology: Power & Data for computers

Two self check out stations are provided, either free standing or counter mounted. Counter space is provided for the public to set books and other personal belongings down while checking materials out.

0'   5'   10'   20'
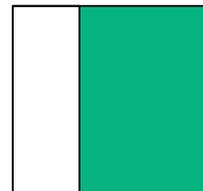
STAFF WORKROOM

⑦

Proposed Program Area: 150 SF

Proposed Sections of Shelving: N/A

Adjacencies: Mail & Delivery, Holds

Noise Level: Low

Seating Needs: Workstations

Technology: Power & data for computers

The Staff Workroom will provide a single workstation with dedicated storage. In addition to the staff workstation, this space includes a work counter, copier/printer, as well as limited amount of stack shelving and other storage space.
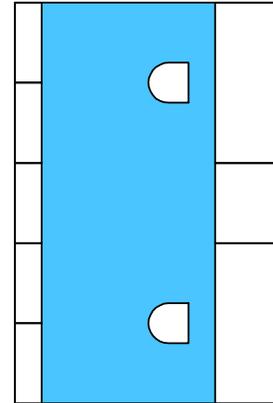
MAIL & DELIVERY

⑧

Proposed Program Area: 53 SF

Proposed Sections of Shelving: N/A

Adjacencies: N/A

Noise Level: N/A

Seating Needs: Counter for mail

Technology: N/A

The Mail & Delivery space is either co-located or immediately adjacent to the Staff Workroom. It provides a counter for packages and mail and storage of basic office supplies.

0'   5'   10'   20'
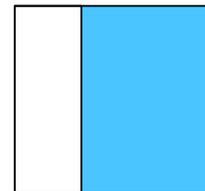
HOLDS

⑨

Proposed Program Area:	126 SF
Proposed Sections of Shelving:	14
Adjacencies:	Information Desk, Holds
Noise Level:	Low
Seating Needs:	N/A
Technology:	N/A

Holds is a self-service, public facing set of shelving. Holds should be located adjacent to the Information Desk, so library staff can assist patrons. This is one of the few spaces in the temporary library that will need to accommodate a similar scale of program to the permanent library facility.
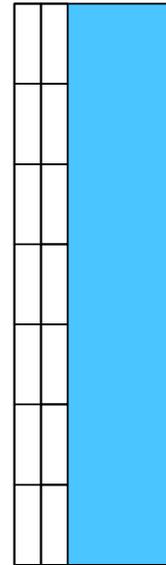
INFORMATION DESK

⑩

Proposed Program Area:	63 SF
Proposed Sections of Shelving:	N/A
Adjacencies:	Main Entry, Holds
Noise Level:	Medium
Seating Needs:	Workstation
Technology:	Power & data for computers

The Information Desk is the main public help point in the library, as well as the first staff a member of the public would see upon entering the library. Computers must be located facing away from the lobby to maintain public privacy. There is a manual book drop in the face or top of the desk.

0'   5'   10'   20'
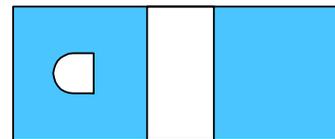
Attachment: Campbell Library Program (Measure O Update)

JAYSON
ARCHITECTURE

Campbell, California
Police Department Facility
Space Needs Assessment Validation / Update
• Summary •
November 25, 2020

Milestones	Staffing								Square Footage				Remarks
	2020		2025		2030		2035		2020	2025	2030	2035	
Sworn (SW) or Nonsworn (NS)	SW	NS	SW	NS	SW	NS	SW	NS					
Spaces													
1.00 Public Spaces	0	0	0	0	0	0	0	0	925	925	925	925	
2.00 Police Administration	3	3	3	3	3	3	3	3	1,670	1,670	1,670	1,670	
3.00 Shared Staff Areas	0	0	0	0	0	0	0	0	7,363	7,341	7,366	7,386	
4.00 Investigative Services	9	0	10	1	10	1	10	1	2,010	2,210	2,210	2,210	
5.00 Patrol	30	3	31	5	33	5	35	5	4,044	4,047	4,166	4,173	
6.00 Intake & Processing	0	0	0	0	0	0	0	0	816	816	816	816	
7.00 Traffic	4	0	4	0	4	0	4	0	485	485	575	575	
8.00 Records	0	10	0	10	0	10	0	9	1,265	1,265	1,265	1,265	
9.00 Dispatch/Communications	0	12	0	12	0	12	0	12	1,359	1,342	1,446	1,446	
10.00 Evidence & Property	0	1	0	1	0	1	0	1	2,906	3,021	3,079	3,180	
11.00 DOC / Multi-Purpose Rm.	0	0	0	0	0	0	0	0	2,886	2,886	2,886	2,886	
Total Adjusted Net Square Feet									25,730	26,008	26,404	26,532	
Total SW/NS Staffing	46	29	48	32	50	32	52	31					
Total-Total Staffing	75		80		82		83						

		2020	2025	2030	2035	
Sub-Total Adjusted Net Square Footage		25,730	26,008	26,404	26,532	
Stairs & Elevator Factor 1rst Floor		1,200	1,200	1,200	1,200	
Stairs & Elevator Factor 2nd Floor		1,200	1,200	1,200	1,200	
Sub-Total Net Square Footage		28,130	28,408	28,804	28,932	
Grossing Factor	12%	3,376	3,409	3,456	3,472	
Total Gross Square Footage		**31,505**	**31,817**	**32,260**	**32,403**	

Attachment: Campbell PD Program (Measure O Update)

Campbell, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
November 25, 2020

Space No:	Milestones / Sworn or Nonsworn	2020 SW	2020 NS	2025 SW	2025 NS	2030 SW	2030 NS	2035 SW	2035 NS	20	25	30	35	Space Code	2020	2025	2030	2035	Remarks
	1.00 Public Spaces																		
1.01	Entry Vestibule									1	1	1	1	80	80	80	80	80	
1.02	Lobby									1	1	1	1	500	500	500	500	500	
1.03	Report Taking Room 1									1	1	1	1	CNSL1	80	80	80	80	
1.04	Report Taking Room 2									1	1	1	1	CNSL1	80	80	80	80	Includes Livescan
	• Transaction window													NA	0	0	0	0	
	• Parcel drop													NA	0	0	0	0	
	• Refuge Room													NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
	Subtotals	0	0	0	0	0	0	0	0						740	740	740	740	
	Circulation — **25%**														185	185	185	185	
	Net Area														925	925	925	925	
	2.00 Police Administration																		
2.01	Chief of Police	1		1		1		1		1	1	1	1	PO6	240	240	240	240	
2.02	Exec Asst.		1		1		1		1	1	1	1	1	PO2	120	120	120	120	
	• Waiting area									1	1	1	1	WTG04	108	108	108	108	
2.03	Comm. & Public Engage.		1		1		1		1	1	1	1	1	PO2	120	120	120	120	
2.04	Captain - Field Services	1		1		1		1		1	1	1	1	PO3	168	168	168	168	
2.05	Captain - Sp. Enforcement	1		1		1		1		1	1	1	1	PO3	168	168	168	168	
2.06	Manager - Support Serv.		1		1		1		1	1	1	1	1	PO3	168	168	168	168	
	Support Spaces																		
2.07	Secure File Room									1	1	1	1	100	100	100	100	100	
	• IA Storage													NA	0	0	0	0	
	• On-Duty Accident													NA	0	0	0	0	
	• Background													NA	0	0	0	0	
	• Past Employee													NA	0	0	0	0	
2.08	General Storage									1	1	1	1	STOR3	144	144	144	144	
	Admin. Conf. Rm.													NA	0	0	0	0	See 3.14
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
	Subtotals	3	3	3	3	3	3	3	3						1,336	1,336	1,336	1,336	
	Circulation — **25%**														334	334	334	334	
	Net Area														1,670	1,670	1,670	1,670	

Campbell, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
November 25, 2020

Space No:	Milestones / Sworn or Nonsworn	2020 SW	NS	2025 SW	NS	2030 SW	NS	2035 SW	NS	20	25	30	35	Space Code	2020	2025	2030	2035	Remarks
	3.00 Shared Staff Areas																		
	Staff Support																		
3.01	Lunch/Break Room									1	1	1	1	450	450	450	450	450	20-25 person
3.02	Coffee Sta. (small)									1	1	1	1	COF1	24	24	24	24	Centrally located
3.03	Copy/Wkrm									2	2	2	2	CPY3	260	260	260	260	
3.04	Training Room									1	1	1	1	1000	1,000	1,000	1,000	1,000	ARCON / Active Training
3.05	Training Storage									1	1	1	1	STOR1	48	48	48	48	
	Hybrid Locker Area																		
3.06	Sworn + Reserves Lockers									61	58	60	62	LKR4b	610	580	600	620	(Incl. 15 Reserves) Incl. bench
3.06	Non-Sworn Lockers									29	32	32	31	LKR1	116	128	128	124	
3.06	Unassigned Locker									1	1	1	1	120	120	120	120	120	
3.07	Toilets / Urinal / Lav (Men)									1.5	1.5	1.5	1.5	T3	338	338	338	338	3 Lav, 3 Urinal 2 toilets (1 toilet is ADA)
3.07	Showers (Men) CA ADA									1	1	1	1	47	47	47	47	47	Private Shower W/Dry-off Area
3.07	Showers (Men)									3	3	3	3	18	54	54	54	54	Private Shower W/Dry-off Area
3.08	Toilets / Lavs (Women)									1	1	1	1	T3	225	225	225	225	2Lav, 3 toilets (1 toilet is ADA)
3.07	Showers (Women) CA ADA									1	1	1	1	47	47	47	47	47	Private Shower W/Dry-off Area
3.07	Showers (Women)									2	2	2	2	18	36	36	36	36	Private Shower W/Dry-off Area
3.08	Toilet/Sink/Shower (Unisex Non-Sworn)									1	1	1	1	T5	102	102	102	102	Lav, Toilet CA ADA Shower
3.09a	First Aid Rm. / Lactation									1	1	1	1	120	120	120	120	120	Lav & Ref. for Lactation
3.09b	First Aid Rm.									2	2	2	2	100	200	200	200	200	At Existing PD
	Conference Spaces																		
3.10	Small Conf. Rm. (4)									1	1	1	1	CNSL1	80	80	80	80	Patrol Counsel Room
	Medium Conf. Rm. (8)													CNF08	0	0	0	0	IA Interviews (See 11.03)
3.11	Large Conference Room (12)									1	1	1	1	CNF12	299	299	299	299	Invest. Project Rm.
3.12	Large Conference Room (16)									1	1	1	1	CNF16	365	365	365	365	Admin / Explorers
	Building Support Spaces																		
	Loading / Services Area																		
3.13	Delivery Staging									1	1	1	1	150	150	150	150	150	At Existing PD
3.14	Delivery Storage									1	1	1	1	STOR2	80	80	80	80	At Existing PD
3.15	Waste Management Room									1	1	1	1	STOR2	80	80	80	80	At Existing PD
3.16	Janitorial Supply									1	1	1	1	STOR2	80	80	80	80	At Existing PD
3.17	Janitorial Equipment									1	1	1	1	STOR2	80	80	80	80	At Existing PD
3.18	Janitorial Closets									2	2	2	2	20	40	40	40	40	1 per floor
3.19	IT Server / Radio Room									1	1	1	1	300	300	300	300	300	
3.20	Mechanical Room									1	1	1	1	200	200	200	200	200	Allowance
3.21	Electrical - Main									1	1	1	1	160	160	160	160	160	Allowance
3.22	Electrical - 2nd'y									1	1	1	1	100	100	100	100	100	Allowance
3.23	Fire Sprinkler									1	1	1	1	80	80	80	80	80	Allowance
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	

		SW	NS	SW	NS	SW	NS	SW	NS						2020	2025	2030	2035	
Subtotals		0	0	0	0	0	0	0	0						5,891	5,873	5,893	5,909	
Circulation	25%														1473	1,468	1,473	1,477	
Net Area															7,363	7,341	7,366	7,386	

McClaren, Wilson + Lawrie, Inc.

In Collaboration With

LPA Architects

2

Campbell, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
November 25, 2020

Space No:	Milestones / Sworn or Nonsworn	2020 SW	NS	2025 SW	NS	2030 SW	NS	2035 SW	NS	20	25	30	35	Space Code	2020	2025	2030	2035	Remarks
	4.00 Investigative Services																		
4.01	Sergeant	1		1		1		1		1	1	1	1	OP4	80	80	80	80	
4.01	Agent Investigator	1		1		1		1		1	1	1	1	OP4	80	80	80	80	
4.01	Officer Investigator	5		6		6		6		5	6	6	6	OP4	400	480	480	480	
4.01	PO SCCSET	1		1		1		1		1	1	1	1	OP4	80	80	80	80	Narcotics
4.01	PO RATTF	1		1		1		1		1	1	1	1	OP4	80	80	80	80	Task force
4.01	Crime Analyst		0		1		1		1	0	1	1	1	OP4	0	80	80	80	
4.01	Hotel Workstation									1	1	1	1	OP4	80	80	80	80	
4.01	Drone Controller									1	1	1	1	OP4	80	80	80	80	View to Rooftop
	Support Spaces																		
4.01	Secure Equip. Stor. Cabinets									1	1	1	1	CAB1	5	5	5	5	Cameras, etc.
4.01	Secure Drone Stor. Cabinets									1	1	1	1	CAB1	5	5	5	5	Drones, trackers
4.01	Worktable									1	1	1	1	WTBL1	94	94	94	94	Layout space in office
	Interview Suite - Victim/Witness																		
4.02	Family Interview Room									1	1	1	1	INT5	120	120	120	120	
4.03	Interview Room									1	1	1	1	INT1	80	80	80	80	
4.04	Interview Toilet									1	1	1	1	T1	64	64	64	64	
4.05	Sound Vestibule									1	1	1	1	200	200	200	200	200	
	Investigations & Evidence Lab																		
4.06	Digital Examination Lab									1	1	1	1	160	160	160	160	160	HVAC zone control
	• Work Counters													NA	0	0	0	0	
	• Wall Cabinets													NA	0	0	0	0	
	• Space to house multiple computers													NA	0	0	0	0	
	• Evidence Storage Lockers													NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
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														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	

		SW	NS	SW	NS	SW	NS	SW	NS						2020	2025	2030	2035	
	Subtotals	9	0	10	1	10	1	10	1						1,608	1,768	1,768	1,768	
	Circulation **25%**														402	442	442	442	
	Net Area														2,010	2,210	2,210	2,210	

McClaren, Wilson + Lawrie, Inc.
In Collaboration With
LPA Architects
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Campbell, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
November 25, 2020

Space No:	Milestones / Sworn or Nonsworn	2020		2025		2030		2035		20	25	30	35	Space Code	2020	2025	2030	2035	Remarks
		SW	NS	SW	NS	SW	NS	SW	NS	Number of Spaces					Area Totals				

Space No:		2020 SW	2020 NS	2025 SW	2025 NS	2030 SW	2030 NS	2035 SW	2035 NS	20	25	30	35	Space Code	2020	2025	2030	2035	Remarks
	5.00 Patrol																		
5.01	Patrol Sergeant	4		4		4		4		2	2	2	2	OP3	144	144	144	144	Shared Shift Desks - See 3.12 (Counselling)
5.02	Police Agent	4		4		4		4		2	2	2	2	OP3	144	144	144	144	Shared Shift Desks - See 3.12 (Counselling)
	• Sgt / Agent Files									8	8	8	8	FL1	64	64	64	64	
	Police Officer	21		22		24		26		0	0	0	0	NA	0	0	0	0	
	CSO Patrol		2		4		4		4	0	0	0	0	NA	0	0	0	0	
	Patrol Support																		
5.02	Report Writing Workstations									6	6	8	8	OP1	270	270	360	360	
	• Files for Patrol									10	10	11	12	FL1	80	83	88	93	3 Drawer Units
	Juvenile Lounge									0	0	0	0	80	0	0	0	0	Will Site w/ Officer in Reports
5.04	Toilet									1	1	1	1	T1	64	64	64	64	Nr. Reports
5.05	Briefing Room									1	1	1	1	BRF16	690	690	690	690	
	• Charging/Downloading for Cameras													NA	0	0	0	0	
5.06	Equipment Issue									1	1	1	1	250	250	250	250	250	Incl. Explorers Supplies
5.07	Armory									1	1	1	1	ARM1	112	112	112	112	Adjacent to Equipment Issue
5.08	Officers' Weapons Maintenance									1	1	1	1	WM	63	63	63	63	
	Explorers Spaces																		
	Meeting Space									0	0	0	0	CNF16	0	0	0	0	See 3.12 - 3.13
	Storage									0	0	0	0	STOR2	0	0	0	0	Use Patrol Equipment Rm - See 5.06
	K9 Support Spaces																		
	K--9																		Salinas example (Outdoor)
	• K9 Tub									0	0	0	0	KTUB	0	0	0	0	W/Swivel Ramp (See Site)
	• Grooming table									0	0	0	0	WTBL1	0	0	0	0	See Site
5.09	Storage Cabinets									1	1	1	1	STOR1	48	48	48	48	In Existing Building
	Kennels									0	0	0	0	KEN	0	0	0	0	Outdoor Covered (See Site)
	SWAT Support																		15 Members
5.10	Armory / Gear Sto.									1	1	1	1	300	300	300	300	300	Armorer's bench, weapon maint, magazine
	Planning Room									0	0	0	0	NA	0	0	0	0	See 5.05
										0	0	0	0	NA	0	0	0	0	
	Bicycle Patrol																		
5.11	Bicycle Storage									6	6	6	6	BKE1	42	42	42	42	In Existing Building
	• Workbench									1	1	1	1	CNTR1	12	12	12	12	
	• Open Floor/Truing Stand									1	1	1	1	80	80	80	80	80	
	Personnel, Research & Training																		
5.12	Training Coordinator	1		1		1		1		1	1	1	1	PO2	120	120	120	120	
5.13	CSO Personnel, Research & Training		1		1		1		1	1	1	1	1	OP3	72	72	72	72	
	Support Spaces																		
5.14	Secure Personnel Storage									1	1	1	1	STOR3	144	144	144	144	IA/Backgrounds
	Int/Conf													NA	0	0	0	0	See 3.11
	Academy (Training) Storage													NA	0	0	0	0	See 11.03
	Firearms simulator													NA	0	0	0	0	See 11.01

Continued Next Page

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Campbell, California
Police Department Facility
Space Needs Assessment
• Itemized Spaces •
November 25, 2020

Space No:	Milestones / Sworn or Nonsworn	2020 SW	2020 NS	2025 SW	2025 NS	2030 SW	2030 NS	2035 SW	2035 NS	20	25	30	35	Space Code	2020	2025	2030	2035	Remarks
	Sally Court																		Carport (Salinas Model)
	Sally Court-2 car									1	1	1	1	NA	0	0	0	0	Security Screened
	• Car vacuum													NA	0	0	0	0	
	• Animal Cage (After Hour Strays)													NA	0	0	0	0	Safely away from K9's
5.15	Evidence Vehicle Holding /									1	1	1	1	AUTO2	360	360	360	360	In Existing Building
5.16	Vehicle supply storage									1	1	1	1	STOR1	48	48	48	48	In Existing Building
5.17	CSI Supply Storage									1	1	1	1	STOR1	48	48	48	48	In Existing Building
5.18	Large (Oversize) Evidence Locker									1	1	1	1	STOR2	80	80	80	80	In Existing Building
														NA	0	0	0	0	
	Subtotals	30	3	31	5	33	5	35	5						3,235	3,238	3,333	3,338	
	Circulation	25%													809	809	833	835	
	Net Area														4,044	4,047	4,166	4,173	
	6.00 Intake & Processing																		Adjacent to sally court
6.01	Suspect Processing									1	1	1	1	300	300	300	300	300	
	• Cuffing Bench													NA	0	0	0	0	
	• Blood Draw													NA	0	0	0	0	
	• Photo System													NA	0	0	0	0	Juvenile photos
	• Livescan													NA	0	0	0	0	
6.02	Holding Cells									2	2	2	2	C01	184	184	184	184	1-person wet cells
6.03	Interview Room									1	1	1	1	CNSL1	80	80	80	80	
6.04	Secure Toilet									1	1	1	1	T1	64	64	64	64	
														NA	0	0	0	0	
	Subtotals	0	0	0	0	0	0	0	0						628	628	628	628	
	Circulation	30%													188	188	188	188	
	Net Area														816	816	816	816	
	7.00 Traffic																		
7.01	Sergeant	1		1		1		1		1	1	1	1	OP3	72	72	72	72	3 motors + 2 spares
7.01	Police Agent	1		1		1		1		1	1	1	1	OP3	72	72	72	72	
7.01	Police Officer	2		2		2		2		2	2	3	3	OP3	144	144	216	216	
	CSO Parking - PT		1		1		1		1	1	1	1	1	NA	0	0	0	0	
	Public Safety Asst. - PT		1		1		1		1	1	1	1	1	NA	0	0	0	0	
	Crossing Guards - PT		4		4		4		4	4	4	4	4	NA	0	0	0	0	
7.02	Traffic Storage									1	1	1	1	100	100	100	100	100	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
	Subtotals	4	0	4	0	4	0	4	0						388	388	460	460	
	Circulation	25%													97	97	115	115	
	Net Area														485	485	575	575	

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	8.00 Records																		
8.01	Records Supervisor	1		1		1		1		1	1	1	1	PO2	120	120	120	120	
8.02	Public Safety Systems Spec.	1		1		1		1		1	1	1	1	PO2	120	120	120	120	
8.03	Records Specialist	7		7		7		6		7	7	7	7	OP3	504	504	504	504	
8.03	Evidence Tech									1	1	1	1	OP3	72	72	72	72	
8.03	Police Clerk	1		1		1		1		1	1	1	1	OP3	72	72	72	72	
	Support Spaces																		
8.03	Public Service Counter									2	2	2	2	CNTR1	24	24	24	24	Handles Cash (Screen Public View to Office Areas) 200 SF Equivalent to conventional sto. Active Only (Archives are mainly digital).
8.04	Active Records Files									1	1	1	1	HDFL	100	100	100	100	
	Work / Copy / Mail Center													NA	0	0	0	0	See 3.03
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
	Subtotals	0	10	0	10	0	10	0	9						1,012	1,012	1,012	1,012	
	Circulation **25%**														253	253	253	253	
	Net Area														1,265	1,265	1,265	1,265	
	9.00 Dispatch/Communications																		Secure Space
9.01	Supervisor	1		1		1		1		1	1	1	1	PO2	120	120	120	120	
	Dispatcher	10		10		10		10						NA	0	0	0	0	See Consoles Below
	Temp. Dispatcher	1		1		1		1						NA	0	0	0	0	
	Dispatch/Communications Console																		
9.02	Supervisor Console									1	1	1	1	CON3	144	144	144	144	2-Person Console
9.02	Dispatcher Consoles									3	4	4	4	CON2	333	400	400	400	1- Person Sit / Stand
	Dispatch Communications Support Spaces																		
9.02	Rolling Personal Files									14	14	14	14	FL1	112	112	112	112	Below wall counter
9.02	Chair Corral									1	1	1	1	80	80	0	80	80	Variety of clerk chairs
	Quiet/Lactation Room													100	0	0	0	0	Use Shared (See 3.09)
9.03	Break Rm.									1	1	1	1	160	160	160	160	160	Microwave warming
	• Personnel Lockers									8	8	8	8	LKR1	32	32	32	32	
9.04	Toilet									1	1	1	1	T1	64	64	64	64	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
	Subtotals	0	12	0	12	0	12	0	12						1045	1032	1112	1112	
	Circulation **30%**														314	310	334	334	
	Net Area														1,359	1,342	1,446	1,446	

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	10.00 Evidence & Property																		
	Evidence Bag & Tag																		
10.01	Bag & Tag Room									1	1	1	1	BAG2	320	320	320	320	Includes Pass-Thru Lkrs.
	• Work Counter / W/ Exhauster													NA	0	0	0	0	
	• Evidence Storage Lockers													NA	0	0	0	0	
	• Barcoding													NA	0	0	0	0	
	• Lavatory													NA	0	0	0	0	
	• Emerg. Eye Wash													NA	0	0	0	0	
	• Scale & Balance													NA	0	0	0	0	
	• Label Printer													NA	0	0	0	0	
	• Report Writing Stations													NA	0	0	0	0	
	• Drying Cabinet (small)									1	1	1	1	DRY1	24	24	24	24	
	• Drying Cabinet (large)									1	1	1	1	DRY2	36	36	36	36	
	Oversize Locker													NA	0	0	0	0	Near Sally Court - See 5.20
	Evidence Office / Intake / Return																		
10.02	Property Evid. Specialist	1		1		1		1		1	1	1	1	PO1	108	108	108	108	In Existing Bldg. See 8.03
10.03	Intake Area									1	1	1	1	200	200	200	200	200	In Existing Bldg
	• Mobile Table													NA	0	0	0	0	
	• Work Counter													NA	0	0	0	0	
	• Access to Sex Reg. Staff Off.													NA	0	0	0	0	
	• Access to Disc. / Lg. Evid. Ret.													NA	0	0	0	0	
	• Service Counter													NA	0	0	0	0	
	• Lavatory													NA	0	0	0	0	
	• Emerg. Eye Wash/Safety Station													NA	0	0	0	0	
	Evidence Return/Discovery																		
10.04	Secure Vestibule									1	1	1	1	120	120	120	120	120	In Existing Bldg
	• Transaction Window													NA	0	0	0	0	
	• Registrant live scan													NA	0	0	0	0	
10.05	Discovery / Large Evidence Return									1	1	1	1	120	120	120	120	120	May be accessible for City staff use
	• Lavatory													NA	0	0	0	0	
	General Evidence Storage																		
10.06	High-Density General Evidence Storage									1	###	###	###	1000	1,000	1,100	1,150	1,200	18' X 24' (SF from BMH Equipment)
	• Valuables Storage													NA	0	0	0	0	
	• Firearms Storage													NA	0	0	0	0	
	• Coolers									1	1	1	2	REF3	38	38	38	76	
	• Open Floor									1	1	1	1	150	150	150	150	150	In Existing Bldg
10.07	Narcotics Storage									1	1	1	1	STOR2	80	80	80	80	Secure room w/exhaust
10.08	Arson Evidence									1	1	1	1	STOR2	80	80	80	80	Secure room w/exhaust
10.09	Auction / Destruction									1	1	1	1	STOR2	80	80	80	80	In Existing Bldg
10.10	Evidence Bikes									3	3	3	3	BKE1	21	21	21	21	In Existing Bldg
10.11	Safekeeping Storage									1	1	1	1	150	150	150	150	150	In Existing Bldg
	Found Property Bikes													NA	0	0	0	0	20 typical - See Site
	Temp Vehicle Storage													NA	0	0	0	0	See 5.16
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	
														NA	0	0	0	0	

	Staffing totals	0	1	0	1	0	1	0	1						2020	2025	2030	2035	
	Subtotals														2,527	2,627	2,677	2,765	
	Circulation **15%**														379	394	402	415	
	Net Area														2,906	3,021	3,079	3,180	

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11.b

Space No:	Milestones	2020		2025		2030		2035		20	25	30	35	Space Code	2020	2025	2030	2035	Remarks
	Staffing Projection									Number of Spaces					Area Totals				
	Sworn or Nonsworn	SW	NS	SW	NS	SW	NS	SW	NS										
	11.00 DOC / Multi-Purpose Rm.																		
11.01	DOC / Multi-Purpose									75	75	75	75	20	1,500	1,500	1,500	1,500	
	• Lectern W/Microphone													NA	0	0	0	0	
	• LED Monitors													NA	0	0	0	0	
	• Media backdrops													NA	0	0	0	0	
	• Access to exterior plaza													NA	0	0	0	0	
11.02	DOC Storage									1	1	1	1	200	200	200	200	200	
11.03	Medium Conf. Rm. (8)									1	1	1	1	CNF08	221	221	221	221	May also be used by IA for Interviews
	Emergency Management Temp Office													PO1	0	0	0	0	See 11.03
11.04	Academy (Training) Storage									1	1	1	1	STOR3	144	144	144	144	Mats / Redman Suit Incl. Firearms Sim. etc.
11.05	Chair/Table Storage									1	1	1	1	STOR3	144	144	144	144	Inc. Space for AV
11.06	Food Service Area									1	1	1	1	100	100	100	100	100	Catering prep/warming
														NA	0	0	0	0	

Subtotals		0	0	0	0	0	0	0	0		2,309	2,309	2,309	2,309			
Circulation	25%										577	577	577	577			
Net Area											**2,886**	**2,886**	**2,886**	**2,886**			

Attachment: Campbell PD Program (Measure O Update)

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Police Department Parking / Site Requirements

Parking		2035		2035	Remarks
Secure Staff Parking					
Total Staff (Largest Shift)		28	AUTO1	8,260	Minus shifted dispatchers
Administration					
Command Staff		4	AUTO2	1,440	
Detectives					
Detectives' - Unmarked		8	AUTO2	2,880	
Patrol					
Officer Fleet - Incoming		11	AUTO1	3,245	
Officer Fleet - Outgoing		12	AUTO1	3,540	
Fleet Patrol Cars - Marked		14	AUTO2	5,040	
Fleet Patrol Cars - Unmarked		1	AUTO2	360	
2-Car Sally Court		2	550	550	
Spealty Vehicles					
1956 Show Car		1	AUTO2	360	Potentially stored off-site
Mobile Command		1.5	600	900	Covered - 36+ feet long pull-thru space
Polaris Ranger		1	AUTO2	360	
SWAT Truck		1	AUTO2	360	
CSRT Trailer		1	AUTO2	360	
SWAT Vehicle		1	AUTO2	360	Covered space - Need 2022
CSO Vehicles					
Pick-up Truck		3	AUTO2	1,080	
Traffic					
Motorcycles	4	2	AUTO1	1,180	Covered and secure spaces (1 is a spare)
Dirt Bikes	2	1	AUTO1	590	Covered and secured
Subtotal		93		30,865	
Vacation / Sick Factor (Deduction)	15%	-14		7,670	
Based On Staff Spaces Only		**79**			

Secure (Motorcourt) Parking		23,196	Walled perimeter - Controlled access
Circulation Factor	**40%**	9,278	
Total Secure Parking Area		**32,474**	

Other Site Needs				
Found Property Bike Storage	20	BKE2	240	Covered and securely fenced cage
K-9 Kennels / Wash			232	
Controlled Motorcourt Entry and Exit			2,000	
Emergency Generator & Fuel Tanks			1,000	
Trash Dumpster Enclosure / Loading Area			1,500	
Parking and Secure Site (Does Not Include Building Footprint)			**37,446**	