

Report to / Rapport au:

**Ottawa Public Library Board
Conseil d'administration de la bibliothèque publique d'Ottawa**

May 26, 2015 / 26 mai 2015

**Submitted by / Soumis par:
Danielle McDonald, Chief Executive Officer / Directrice Générale**

Contact Person / Personne ressource:
Richard Stark (613) 580-2424 x 32175, Richard.Stark@bibliooottawalibrary.ca

File Number: OPLB-2015-0051

**SUBJECT: Ottawa Public Library Submission to Canada 150 Community
Infrastructure Program**

**OBJET: Soumission de la Bibliothèque publique d'Ottawa pour le Programme
d'infrastructure communautaire de Canada 150**

REPORT RECOMMENDATION

**That the Ottawa Public Library Board approve the submission to Canada 150
Community Infrastructure Program.**

RECOMMANDATION DU RAPPORT

**Que le Conseil de la Bibliothèque publique d'Ottawa approuve la soumission à
Canada 150 pour le Programme d'infrastructure communautaire.**

BACKGROUND

The Government of Canada recently announced the eligibility guidelines for the new Canada 150 Community Infrastructure Program (CIP 150). The program is designed to help municipalities complete capital renovation and expansion projects that will enhance Canada's 150th anniversary celebrations.

The projects eligible for funding include libraries and the following program eligibility criteria:

- Projects must be completed by March 31, 2018. Priority may be given to projects that can be completed by June 30, 2017.
- Funding is for the rehabilitation, renovation, and expansion of existing community infrastructure assets that are non-commercial in nature.
- Ineligible projects include construction of new infrastructure, temporary installations, or facility expansions that would result in a significant increase of the asset (i.e. more than a 50 percent increase in square footage).

Eligibility Guidelines

- The Federal Government contribution from the CIP 150 will be a maximum of 50 percent of a project, up to \$1 million.
- Priority may be given to smaller-scoped projects to ensure projects can be completed within the required timeframes.
- Applicants have to outline how their project is linked to Canada's 150th anniversary.
- Work must be undertaken as incremental construction activity that would not otherwise have been constructed or constructed as quickly, were it not for funding from the CIP 150.

The renovation of the Rosemount Branch is being proposed as OPL's priority project to be submitted to the Canada 150 Community Infrastructure Program for funding support.

DISCUSSION

Rosemount Branch is the oldest OPL Branch still operating in its original building. An addition to the facility was completed in 1932 and its most recent renovation occurred in 1982. Rosemount has 6,089 square feet of space.

On May 14 2012, the OPL Board approved the Facilities Planning Committee Report which identified Rosemount as the 2nd of 8 facility renewal priorities to be included in the nine-year capital forecast and future planning.

EnviroNics demographic data indicates that Rosemount's catchment area has 22% more children under the age of 5 and 13% more children aged 5 to 9 than the City of Ottawa's benchmark average. Middle aged and senior adults are below Ottawa's

benchmark average. Overall this community is a younger community than average Ottawa numbers.

In terms of Canada's 150th Anniversary: Rosemount was built in 1918 and is the only remaining Carnegie library in Ottawa. Previous building work did not retain the historic integrity of the building. The project would reinstate, accent and celebrate the historic heritage of this library, and the Carnegie heritage in Canada, in time for its 100th anniversary in 2018.

Preliminary renovation options for Rosemount were developed in 2013 along with a functional program. Given the rate of change in technology and ongoing change in the public library world, the overwhelming prerequisite in planning for renovation is to build flexibility into library facility spaces. Key planning assumptions include:

- Programming and meeting room spaces are a community and civic resource as well as a library resource.
- Focus on increasing customer self-service.
- Collections will be shrinking and collection space must be flexible and adaptable for future needs.
- Branches must be re-imagined as both physical and virtual experiences that are user-friendly, welcoming and customer-driven.
- Space allocation must shift to more focus on space for people, programs and enabling technologies.

The scope of work being considered would include:

- Enhanced front facade through the use of glass and high ceilings.
- Historic reinstatement focusing on ceilings, windows and entranceway.
- Service point modernization with an accessible desk designed to mirror the historic wood interior.
- Expansion of approximately 800 sq ft. on the ground level.
- New elevator installed in new front addition.
- New interior ramps would be installed to ground and second floors from the street level entrance.
- Current elevator and stairway would be removed with the areas repurposed into useable floor space.

- First floor washroom upgrades to meet accessibility requirements, as well as accessible washroom to be added on the second floor.
- Current program/meeting room would become a dedicated space with removal of materials sorting.

The overall budget requirement is estimated to be \$2 million for Rosemount. The funding structure of the Canada 150 program requires a minimum 50% contribution to total project costs from the applicant, however, a commitment of 66.6% affords the applicant preferential consideration. In 2014 the OPL Board approved \$100,000 in capital funding for Rosemount planning activities. This funding will serve to ensure that the proposed project plans are complete and construction activities can commence on April 1, 2016 as required in the terms of the funding application. Based on the estimated requirements of a total project cost of \$2,000,000, the OPL will be committing \$1,000,000 in the event of a successful application.

Recent pressures placed on OPL capital funding sources including the Pay Equity Tribunal decision in March have limited the number of possible funding options for the Canada 150 prospective project. A successful application for this funding would require a reduction in the OPL Pay As You Go (PAYG) capital envelope for 2016 and 2017. The reduction of PAYG would have a minimal impact on the ongoing deployment of Radio Frequency Identification (RFID) in 2016.

CONSULTATION

Given the tight timelines for the preparation of this report, consultations were limited.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

An extended closure will require an alternative service for the community. At this time options have not yet been investigated. Risk management implications will be considered as part of the detailed planning.

FINANCIAL IMPLICATIONS

The financial implications associated with this project include minor impact on RFID implementation schedule and final completion date and potential delays to other capital

projects. Funds will come from the 2016 capital budget envelope through the annual budget process.

ACCESSIBILITY IMPACTS

Renovation will address all current facility accessibility limitations.

TECHNOLOGY IMPLICATIONS

Renovations will include branch conversion to RFID technology along with installation of self-checkout equipment.

BOARD PRIORITIES

The OPL Board approved the Facilities Planning Committee Report on May 14 2012 which identified Rosemount as number two on the facility renewal priority list. The list consisted of 8 priorities with Main being number one.

“SPACES for community, collections, and creation” is one of the three 2015 – 2018 OPL Board strategic priorities. The direction to “Sustain collaborative and flexible physical spaces across the library system” currently identifies Rosemount as an objective in terms of the capital project for undertaking a feasibility study.

DISPOSITION

Pending Board and Council approval and confirmation of funds from the Federal Government to proceed, staff will proceed to investigate alternative service options during closure, review building functional program requirements and develop a detailed scope of work to be used for the acquisition of architectural services.