

---

# INDEPENDENCE PUBLIC LIBRARY 10 YEAR FACILITY PLAN

---

2018



This facility plan outlines key systems with the goals of preserving the historical landmark and making it less expensive to operate as a public library. The plan was developed by the Director and Steering Committee and approved by the Library Board. Those items designated *Immediate Attention* should be the highest priority for the library to replace or repair. The items in *Maintenance and Replacement* should generally be covered by the maintenance budget of the library. However, a minimum of \$30,000 should be budgeted within the Capital and Contingency funds in order to have funds available should those systems need to be replaced. The replacement costs of those items should be periodically reevaluated to assess whether the Capital or Contingency funds need to be increased during the budgeting process.

### **IMMEDIATE ATTENTION**

- I. OUTDOOR HANDRAILS: Inspection in 2018 stated these need to be replaced in 2019.
- II. FIRE PANEL and SECURITY SYSTEM

The security system maintenance costs are increasing. There are numerous systems that are currently not working and need to be replaced.

Yearly maintenance expenses:

- Security Contract: \$240
- Maintenance: \$1495

Replace security system: \$4000

- III. SIGNAGE

Signage around the library has not been upgraded since the addition was built in 2007. Many of the signs are inaccurate and are not placed for optimal visibility. The permanent indoor signs are gray and blend into the background. The endcap and collection signs are inaccurate for locating the materials. The base of the Independence Public Library Sign in the front yard is deteriorating. The concrete needs to be fixed or replaced. Although, the sign post for event marketing is not well placed to be visible from the street, it works effectively for people entering the building and does not need to be replaced. An additional sign perpendicular to Maple street on top of the handicap wall would be visible for street traffic and would give the library the added benefit of being able to market two events at the same time. The ideal solution would be to have an electronic sign so that numerous events could be advertised and supply expenses reduced. Electricity expenses would increase somewhat.

- Yearly Marketing sign supplies: \$4201.72
- Approximate cost of new LED outdoor display sign: \$8000 plus installation costs
- Indoor Signage: The library staff will replace the indoor signage using supplies on hand.
- Concrete Base of IPL Sign: Cost estimate is pending.

- IV. LED LIGHTS

The lights in the library are in need of immediate attention. Due to the length of time it takes contractors to order parts and replace the current lighting system, the library is constantly in need of light replacement. Approximately 33% of lights are not currently operational. This issue will be remedied by converting the current lighting system with LED Lights as the ballasts need to be replaced. A new lighting system will reduce operating expenses because the LED lights last longer and are more energy efficient.

Yearly maintenance expenses: \$1122

Replace: \$30,321.90 (First floor \$8537.90, Second floor \$6654.61, Third Floor \$15,129.39)

### **HIGH PRIORITY**

- I. LANDSCAPING: Seeding, tree and shrubs replaced, IPL sign, Flag poll
- II. PAINTING: Outside of building has peeling paint on Carnegie building and downspouts
- III. FURNITURE: Approximate cost to replace lounge seating \$20,000 every 10 years
- IV. PHONE SYSTEM: Estimate \$5,500. This includes 10 phones and 4 portable phones
- V. FLOORING REPLACED: First floor and meeting room

### **MAINTENANCE AND REPLACEMENT WHEN NEEDED**

- I. HVAC Cost: \$2000 per unit (6 units); \$20,000 per roof unit (2 units). HVAC generally lasts 15-20 years. System was acquired in 2007.
- II. LANDSCAPING: Redesign and renew all landscaping, sprinkler system and exterior lighting. The new design should be a zero water design, require less maintenance and be environmentally sound. Kansas State has come and assessed the current plan and made recommendations. Landscaping was planted in 2007.
- III. HARDWOOD FLOORING
- IV. SUMP PUMP
- V. KITCHEN APPLIANCES: 2 refrigerators, oven, dishwasher, and numerous small appliances.
- VI. CARPETING: Needs to be professionally cleaned twice per year. Currently we are doing it every other year.
- VII. COMPUTER NETWORK: Will need to be replaced in the near term.
- VIII. WATER HEATERS
- IX. MASONRY: Water stains on Carnegie Building need to have lime removed

### **CAPITAL EXPENSES**

- I. ELEVATOR: Maintenance Costs: \$3000 per year.
- II. ROOF: Shingles were replaced in 2016 by City. Flat roof was last repaired in 2015.
- X. BRICK-TUCKING
- XI. EXPANSION JOINTS: Need to be assessed as it has not been done since the building was built.
- XII. BACK DOOR: needs to be re-hung.
- XIII. BRASS DOOR: needs to be reframed.
- XIV. STAFF ENTRANCE: Frame and door needs to be replaced. It is coming away from the building.
- XV. SIDEWALKS: The front patio, where the statues are, has begun to settle and may need to be replaced in a few years. The sidewalks on the East side of the library are cracked and need to be replaced.
- XVI. CARNEGIE BUILDING WINDOWS
- III. ADDITION BUILDING WINDOWS: Seals replaced in 2019.