



Fulton County, GA

Department of Purchasing & Contract Compliance

Cecil S. Moore, CPPO, CPPB, CPSM, C.P.M., A.P.P
Director

October 18, 2011

Re: 11RFP80542K-LW, Architectural & Engineering Services for Four (4) Branch Libraries for the Atlanta Public Library System Capital Improvement Program

Dear Proposers:

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced Request for Proposal (RFP), **11RFP80542K-LW, Architectural & Engineering Services for Four (4) Branch Libraries**

Except as provided herein, all terms and conditions in the RFP referenced above remain unchanged, in full force and effect.

Sincerely,

Linda Walton

Linda Walton
Assistant Purchasing Agent

Winner 2000 - 2009 Achievement of Excellence in Procurement Award • National Purchasing Institute



11RFP80542K-LW, Architectural & Engineering Services for Four (4) Branch Libraries
Addendum No. 1
Page Two

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Fulton County Purchasing Department, Public Safety Building, 130 Peachtree Street, Suite 168, Atlanta, Georgia 30303 by the RFP due date and time **Monday, October 24, 2011, 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, _____ day of _____, 2011.

_____ Legal Name of Proposer

_____ Signature of Authorized Representative

_____ Title

**11RFP80542K-LW, Architectural & Engineering Services for Four (4) Branch Libraries
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CLARIFICATIONS FROM THE PRE-PROPOSAL CONFERENCE

- 1.) The project milestone dates to be assumed in the formulation of Group 2 project(s) proposals is as follows:
 - NTP for design – February 2012
 - Start of Construction – Fall of 2012
 - Library Opening – Early 2014
- 2.) Public information is attached with this addendum and added to the RFP as Appendix 4.
- 3.) In Section 3.4 TECHNICAL PROPOSAL FORMAT AND CONTENT, Section 2-Project Plan, #3, Item A request a schedule. This requested schedule is to be provided with Project Work Plan (Item A of the Project Plan). This schedule will not be counted against the page limitation provided in the RFP.

SUBMITTED QUESTIONS/INQUIRES AND ANSWERS

- Q1: *Will the 4 New Branch Libraries project (11RFP80542K-LW) be awarded to a Single Architectural Firm or to more than 1?*
- A1: *The intention is for a separate architectural firm to be selected for each project, however, it is possible for one firm to be selected for more than one project.***
- Q2: *Can you tell me if there is property already designated fro the Milton, Palmetto and Southeast Atlanta libraries?*
- A2: **Property for the new Milton, Palmetto and Southeast Libraries has not been approved by the Fulton County Board of Commissioners. Use information provided in Appendix 3 of the RFP for assumptions about the site in your proposal.****

**11RFP80542K-LW, Architectural & Engineering Services for Four (4) Branch Libraries
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Q3: *In reviewing the submittal requirements for the Fulton County Library RFP it requires three years audited financial statements. We are a small architectural firm and have not had our statements audited, will this eliminate us from consideration?*

A3: No, you will not be eliminated from consideration for not submitting audited financial statements. However, Financial Information will be evaluated and points assigned according to the documentation submitted.

Q4: *At the South Fulton Library, is the intent to provide a total of 125 parking spaces (5 per 1000 sf)?*

A4: Yes, it is the intent that 125 parking spaces would be provided or as many spaces as can reasonably be provided on the existing property at South Fulton.

Q5: *At the South Fulton Library, is there any additional property available for expansion or must all the improvements fit between the existing facilities and Flat Shoals Road?*

A5: The South Fulton Library Expansion does not contemplate acquiring additional property.

Q6: *At the South Fulton Library, can a two story building be considered?*

A6: Adding a story above or below the existing level of the library at the South Fulton Branch would not be practical due to the existing building not being designed for such an addition. A building addition of this type would require more extensive renovation of the existing building than currently contemplated.

Q7: *To clarify, the title on the RFP reads: Architectural & Engineering Services for Four (4) Branch Libraries for Atlanta-Fulton Public Library System Capital Improvement Program – Phase 1. However, the footer on some pages reads the same as above, and on other pages it reads: Architectural & Engineering Services for Four (4) New Branch Libraries for Atlanta-Fulton Public Library System Capital Improvement Program – Phase I. (The word “New” was added on some pages) What is the correct RFP title for us to use throughout our response?*

A7: The title to use for this RFP is: Architecture & Engineering Services for Four (4) Branch Libraries.

11RFP80542K-LW, Architectural & Engineering Services for Four (4) Branch Libraries
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- Q8: *Please clarify where completed purchasing forms A-H are to appear in the response package. Section 6 of the Technical Proposal would seem to follow the format from the previous (5) library RFP.*
- A8: The order for assembling the technical proposal was not specifically stated; however the Purchasing Forms A-H can be placed after 3.4 - Section 7 (Availability of Key Personnel)**
- Q9: *Are completed purchasing forms A-H required to be included with the CD media copies of the technical proposal?*
- A9: No, Purchasing Forms A-H are not required to be included with the CD media copies.**
- Q10: *Contract compliance exhibits C and D display cost information related to subconsultants, and are to be included with the technical proposal per RFP 3.1.2. However, cost information is prohibited from appearing in the technical proposal per RFP 3.1.1. Please clarify how both of these requirements may be met.*
- A10: The Contract Compliance Exhibits should be submitted with the technical proposal in a separate sealed envelope and therefore can contain cost information for Exhibits C and D. There should be separate sealed envelopes marked as an original and copy. Contract Compliance Exhibits should not be included on the CD media.**
- Q11: *Can AFPLS provide site information for the Milton Library?*
- A11: Property for the new Milton, Palmetto and Southeast Libraries has not been approved by the Fulton County Board of Commissioners. Use information provided in Appendix 3 of the RFP for assumptions about the site in your proposal.**

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Q12: *Regarding the Contract Compliance forms: The RFP states to include one hard copy original with the hard copy Technical Proposal marked "Original". There is a bit of confusion as to where to place these forms within the Technical Proposal. In the past, I have added an additional tab at the very end of the proposal marked "Section 10: Contract Compliance Forms". (This follows Sections 1-9 of the Technical Proposal outlined in 3.4 TECHNICAL PROPOSAL FORMAT AND CONTENT from the RFP.) **Please confirm** that this is an acceptable place to include these forms. If not, please indicate where within the technical proposal you would like to see the Contract Compliance Forms placed.*

A12: All Contract Compliance Exhibits should be submitted in a separate sealed envelope with the technical proposal. There should be separate sealed envelopes marked as an original and copy. Contract Compliance Exhibits should not be included on the CD media.

Q13: *Regarding Proposal Forms A, B, C, D, G & H. Please confirm which are to be submitted by the PRIME FIRM ONLY and which are to be submitted by PRIME AND SUBCONSULTANTS:*

- *A – Certification Regarding Debarment – PRIME and SUBS?*
- *B – Non-collusion Affidavit of Bidder/Offeror – PRIME ONLY?*
- *C – Certificate of Acceptance of Request for Proposal Requirements – PRIME ONLY?*
- *D – Disclosure Form and Questionnaire – PRIME and SUBS?*
- *G – Professional License – PRIME and SUBS?*
- *H – Local Preference Affidavit – PRIME ONLY?*

A13: The required Purchasing Forms A-H to be submitted for this project is as follows:

- **A - Certification Regarding Debarment - Prime and Subs**
- **B - Non-collusion Affidavit of Bidder/Offeror - Prime**
- **C - Certificate of Acceptance of Request for Proposal Requirements - Prime**
- **D - Disclosure Form and Questionnaire - Prime and Subs**
- **E - Georgia Security and Immigration Contractor Affidavit and Agreement - Prime**
- **F – Georgia Security and Immigration Subcontractor Affidavit - Subs**
- **G - Professional License – Prime and Subs**
- **H - Local Preference Affidavit - Prime**

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Q14: Regarding Contract Compliance - Exhibits A, B, H and EBO plan. Please confirm which are to be submitted by the PRIME FIRM ONLY and which are to be submitted by PRIME AND SUB-CONSULTANTS:

- *Exhibit A – Promise of Non-Discrimination – PRIME and SUBS?*
- *Exhibit B – Employment Report – PRIME and SUBS?*
- *Exhibit H – first Source Jobs Program Information – PRIME ONLY?*
- *EBO Plan – PRIME ONLY?*

A14: The required Contract Compliance Exhibits to be submitted for this project is as follows:

- **Exhibit A – Promise of Non-Discrimination - Prime**
- **Exhibit B – Employment Report - Prime and Subs**
- **Exhibit C – Schedule of Intended Subcontractor Utilization – Prime**
- **Exhibit D – Letter of Intent to Perform as a Subcontractor or Provide Materials or Services – Prime and Subs**
- **Exhibit E – Declaration Regarding Subcontractors Practices – Prime**
- **Exhibit F – Joint Venture Disclosure Affidavit (if applicable) - Prime**
- **Exhibit H – First Source Jobs Program Information, Form 2 - Prime**
- **EBO Plan – Prime**

Q15: Can you confirm which forms & exhibits subcontractors will be required to submit for RFP 11RFP80542K-LW-A&E Services for 4(Four) Branch Libraries?

A15: Please see answers A13 and A14.

Q16: Are we to provide 2 sets of original documents from our sub-contractors with regards to Form D?

A16: No, only one original copy of Form D is required to be submitted for both prime bidders and subcontractors.

Q17: Is it possible for us to have one original in 'Section-9 Disclosure Form and Questionnaire' and a copy of the original form in the 'Forms A-H' section of the tech proposal?

A17: One (1) original Purchasing Form D should be submitted with the technical proposal and can be placed after 3.4 Section 7 (Availability of Key Personnel)

APPENDIX 4

Public Input Information

One community meeting per project was held to obtain public opinions regarding the Building Program for each branch library. The information collected for each project is included in this RFP appendix.

A public survey was conducted in March and April of 2011 to obtain public opinions regarding the Building Program for each branch. The survey information collected for each project is also included in this RFP appendix.

< Begins on next sheet >

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

April 12, 2011 @ Milton City Hall - Suite F

Meeting Attendance* 42

VISION FOR LIBRARY
comments:
Libraries are important to communities as an attraction to people who are deciding where they will live. You can tell something about the communities by looking at the Library.
Camden, Main Central Library has a wonderful addition with a separate glass room for children, and is a good contemporary addition to an older library building.
Sharon Forks Library in Forsyth County is a nice Library.
Cold Springs Harbor in NY is a good building that fits in a context with historic neighboring buildings.
Homewood Library in Birmingham, AL. is good because it has an open area at the entrance that you can access other separate areas to do all the different things that you can do in the library.
Open Plan
Eva Perry Library in Kerry, NC. Is a good library with open plan.
Alpharetta is a poor design, does not fit the community, not enough parking and is not efficient use of space.
Would be good to have a Cafeteria / Snack Bar/ Café for people who are at the library all day.
Need space for the Friends of the Milton Library. Lots of space in the library - not just a fold out style closet. A separate space is needed in the library for organizing and holding book sales. There many need to be off-site storage of books as well.
Drive-up book return would be great to have - like at the Dunwoody Library.
There should be space to display local artist work near the entrance to the library
There should be non-slip flooring at the entrance (no slippery when wet tile).
Entry should not be too small, and should be accessible.
Entry to the library should have a vestibule/air lock to keep noise and hot/cold air out of the library.
The library should be inviting to children (they are the future user - need to see the library as a great place to come).
Barnes & Noble like environment - could have a fireplace (like the slide shown) with comfortable seating.
Outdoor Reading area would be great for kids and adults. Would be good to read under the shade of large, old trees.
Latest technology for ording books on line, with notification.
Check out desk with NO ROPES - should have a natural flow (some libraries already have this set up).
LEED development (LEED was defined)
Low Maintenance
Landscaping using local plants . Some xeroscaping has been done in the Milton area that looks like it belongs in Milton (surprisingly).
Courtyard the building could have wings that wrap around outdoor space.
Lots of Natural Lighting - could use skylights.

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

April 12, 2011 @ Milton City Hall - Suite F

Meeting Attendance* 42

TYPES OF MEETING SPACES NEEDED
comments:
What is the library policy for using the meeting room space? Response (Anne); was description of the policy (need library card, free, open to the public etc...)
Need to accommodate many types of meetings, and be "multi-generational" (good for younger-teens, as well as seniors).
Crafting, rug hooking, sewing groups and also bicycle clubs that like to ride stationary in the wintertime.
There are small groups of 12 to 20 people that would meet at the library, such as boy/girl scout troops, study groups, business people , community/neighborhood associations.
Raised stage and sloped floor with fixed seats might be useful.
Need choices for meeting rooms - small groups, meeting rooms, movie nights, large rooms, loose chairs to make space for acitivities on floor (make floor space).
Moveable partitions would be good to split big spaces up into 2 or 3 rooms that could be used at the same time.
If I had to vote for an auditorium or multi-purpose room I would vote for multi-purpose.
In Contrast, I would like to see a theater space like in the Schomburg library of Chicago for plays and movies that would draw a lot of people to the library.
Need tutoring rooms for a couple people to study with a table and perhaps a computer.

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

April 12, 2011 @ Milton City Hall - Suite F

Meeting Attendance* 42

ACTIVITIES FOR CHILDREN
comments:
The library should have places for the kids to be comfortable, cozy places to sit on bean bag chairs, or big pillows and read.
Colors should be vivid, tables for kids to do creative crafts.
White marker board on the walls for kids that would encourage collaborative creativity.
Smart Board or Prometheon Board would be great for children to use in the library. They see them in schools but probably don't get to use them anywhere else.
Puppet theaters are good for the kids all year-round.
Child asked for a periodical section in the children's library.
Would be great if the library could show movies outdoors (at night). The local school does this on the lawn with an inflatable screen.

ACTIVITIES FOR TEENS
comments:
Barnes & Noble like space with lounge chairs.
Teens should have some space where they can co-mingle with adults. Sharing of computers (adults using Teens computers) was noted as a potential problem w/ "co-mingling" but those present at the meeting felt that teens and adults would use the library at different times.
Teens need access to group study and conference facility that has AV equipment.
Facilitated input is needed in the middle schools in Milton.

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

April 12, 2011 @ Milton City Hall - Suite F

Meeting Attendance* 42

HOW SHOULD DESIGN RELATE TO COMMUNITY
comments:
Equestrian themed
Building could like a barn.
More historic and traditional, not so contemporary. Honor local history.
Should be a building that looks like it has been here for 100 years.
Materials should be natural stone, wood - not machined materials like tile, glass, and metal.
Use recycled materials
Don't let downspouts spill out on grade, would be neat to have rain barrels. Can library build a cistern? Response; yes, the East Atlanta Library has a cistern.
Outdoor reading area/amphitheater like at peachtree center library that has a fountain in the middle.
Green Roof/Garden Roof
Make sure to honor overlay district guidelines.
How will citizen comments about the schematic design be incorporated in the project. Response; that process is not specifically detailed at this time, but the architect will present the design to the public in the fall 2011, and the public will get the opportunity to express their opinion of the design at that meeting.
Bike Racks are needed for Bike Groups. Library would be good place for bicycle groups to start/finish their rides.
The library should have a shelter/porch for bicyclist to get out of the rain (or anybody else) - near the entry.
Access to a bathroom from the outside of the library when the library is not open would be a good for bike groups and others. Is that possible?
Book security on toilets so people cannot get the books out of the library through the restroom.
Bathrooms in a safe place for children, not right by the door.
Partnerships:
Friends of the Milton Library
MDAC (Milton Disability Awareness Center)
Seniors of Milton
Parks & Recreation - Coordination with Outdoor Activities and Trails and parks may benefit from conference space in the library.
City of Milton Design Review Boards
Milton Business Alliance
Adult Literacy Groups
Home School Groups

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

April 12, 2011 @ Milton City Hall - Suite F

Meeting Attendance* 42

GENERAL QUESTIONS OR COMMENTS
comments:
When will the Architect be selected (citizen question)? Response; Proposals will be requested in May, Selection couple months later.
The library should be able to accommodate a book recycling program. Where books are collected at the branch sorted and sent to schools, or other communities. Collection may be outside the library, but integrated with the design. Sorting/processing of the books may need to be done inside the library.
Connectivity service to the library needs to be flexible if one service provider does not work out the library should have options to change provider.
Online ordering of e-books needs to be changed so availability shows up in status (currently only one ebook can be lent at a time), e-books don't show up online like regular holds.
Solar Power (Photovoltaic panels on the roof), submitted by child - Mom did not agree.
Underground utilities
Geothermal AC unit
Large collection of books on CD
Large Print books available in the library
What will the hours of operation be for the library? Response; the same as current hours for larger libraries should be expected; 7-days a week. Reply; the hours should be consistent so nobody is surprised to find the library closed and then not consider it a dependable resource.
What is the deadline for turning in the library surveys? Response; April 30, 2011. We will take comments on emailed to "library comments" throughout the development process. Opportunity will be provided for public input in schematic design as well.
Can we get a time line for the project? Response; that will be available on the library website.
Has budget for staffing and maintaining the library been considered. Response; yes (with typical details of Fulton county policy, and that the overall number of library branches is not increasing by this program. Need more staff than Alpharetta, they seem to be understaffed.
Will there be opportunities for volunteers of the new libraries? Response; yes.
<i>The following comments were given after the meeting adjourned</i>
<i>Focus groups are needed at the middle schools and high schools to facilitate input from student on the library (at the</i>
<i>Partnership Milton Grows Green - City Committee would be good in the development of the library</i>
<i>"forever place".</i>
<i>Hand tumbled bricks are effective in creating 100 year old look.</i>
<i>Need glare free place for kids</i>
<i>A/V equipment and software for people with "special needs".</i>
<i>Conference room would be good for book signings - could do teleconference book signings</i>
<i>Design Overlay for various areas were describe in greater detail then needed for programming the building (will be reviewed after a site has been determined (during design).</i>

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

April 12, 2011 @ Milton City Hall -
Suite F

Meeting Attendance*: 42

SITE RELATED COMMENTS
Are Site suggestions still being accepted? Response; Site suggestions are welcomed, Many have been submitted, and reviewed by the Library Board, and BOCC
Would shared facilities, like parking, be considered an advantage if the site were to be next to City Hall? Response; Shared ammenities such as parking would be considered a site advantage.
Site should not be located on Hwy 9 just a few miles from the Alpharetta Library that would not serve the people in NW Milton - too far from Library.
Crabapple would be a great location for the library.
Locate the library near the schools and trails.
Would be good to have a site that has large, old trees that the library could use for shade.
Need enough parking. Response was that at lease 5 parking spaces per 1000 sf will be included in the design considerations, unless a large meeting room is needed (200 people or more).

***Meeting Attendance does NOT include staff**

Staff present at this meeting:

Anne Haimes
Kelly Robinson
Belinda Morrow-H/R
Leonard Morrow - H/R
Roy Kenski - H/R

Recognized Attendees:

Liz Hausemann, Fulton County Commissioner, District-3
Julie Zahner-Baily, Milton City Council
Karen Thurman, Milton City Council

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

Building Program Response Summary

7/26/2011
Data Date

Number of Written Replies:	45
Number of Online Replies:	110
TOTAL SURVEY REPLIES	155

GENERAL INFORMATION

1) Which branch is the survey for? 100% Milton Branch Library

2) Frequency of library visits.

26% More than once a week	17% More than once a year
47% More than once a month	10% Less than once a year

3) Do you visit more than one branch regularly (name them in the space provided)

48% Alpharetta Branch
 10% Ocee Branch
 3% Forsyth County
 16% Roswell Branch
 1% Sandy Springs Branch
 9% Northeast/Spruill Oaks Branch
 1% Dunwoody (DeKalb Co.)
 1% Cobb County Library

4) How do you travel to the library

2% Walk	1% Public transportation
3% Bike	97% Drive or ride in a car or motorcycle

5) What do you most often do when you visit the library

90% Check out books and other media	4% Meet friends
46% Pick up reserved material	10% Attend programs
14% Use the library computer	25% Bring children to programs
10% Study or do homework	47% Browse shelves
14% Use library wireless system	19% Read newspapers or periodicals
8% Use meeting space	

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

Building Program Response Summary

LIBRARY RESOURCES

6) What percentage of the budget for library resources would you invest in the following items?

	avg %
Books and magazines	60.44 % (High/Low : 100 / 30)
Music and video (CDs & DVDs)	16.66 % (High/Low : 40 / 0)
Online Resources	22.90 % (High/Low : 60 / 30)
TOTAL	100%

7) Overall where would you most like the resources for the new library to be focused (select the top two)

86% Collections (books, CDs, periodicals)	31% Programs for adults, teens and children
29% Computers and online resources	31% Clean safe library buildings
14% Staff available to assist patrons	18% Automated book check and returns

8) Which of the following online resources is most important to you?

41% Web Access	31% E-books, AV Downloads
44% Reference databases	0% Online Games
21% Classes or training	1% Interactive space on website
1% Streaming music and video	10% None of these are important to me

9) Name any feature or services that you would like to see in the new branch that may not be currently offered by the Library System.

count		count	
5	Unlimited internet access	6	More/Better Self Checkout Stations
7	Nice looking comfortable furniture	1	Face out shelving in children's for picture books
1	A fire place	2	More Reference Materials
1	High quality-long lasting bldg materials	2	Kindles to checkout or rent
1	Tall ceilings	2	Staff to leave desk and roam library
1	Art on the walls	1	Aisle space for access scooter
2	Download to Kindle from home	3	Quiet areas for reading/study
4	Café/Coffee Shop/Snack Machine	1	Resources for i-pad
4	Drive up book return	1	Gathering places for teens
2	Open Sundays (more hours)	1	Recipe/Cook book collection
2	More Meeting Space (incl-various book clubs)	1	More like the Barrington Illinois Libraries
1	Geneology Section in library	1	Adequate parking
2	Library that matches the community	1	Childrens Library like the Woodstock Library
2	e-books to check out for 2 weeks or more	1	Downloadable text books (for school)
3	Outdoor Library Space/Atrium	1	Like recent completed Hudson OH Library
2	Periodicals to check out	1	Dun & Bradstreet Selectory Directory Online
3	Place for used book sales	1	Online access to audio books, and text
9	Separate Children's Room	2	Better online library catalog
1	Continuing Ed Classes & Workshops	1	Pet friendly areas in library
10	Expanded, New CD Book Collection	1	More current entertainment DVDs
5	Better Books on hold delivery	3	Nicer Library Staff
2	Assistance with library computer use		

10) Name any feature or services in your current branch that you DO NOT want to see in your new branch library.

count		count	
4	Noisy group study and business in library	2	Modern Library Bldg like Alpharetta
2	Smokers in front of library	1	Out of Date Travel Books/Guides
2	Too few staff (like Alpharetta)	1	Crowded Computer Area
1	Drive up book return	1	Dimly lit like Alpharetta
1	Equestrian Theme (is overdone in Milton)	1	Underutilized space
1	Ropes and Stantions at Check out	1	Out of date technology
2	Online Games that are not educational	1	bad smelling carpet
		2	Too much internet use

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

Building Program Response Summary

LIBRARY PROGRAMS - MEETINGS

11) Which of the following programs are most important to you?

- | | | | |
|-------------------------------|--|-----|----------------------------------|
| 50% | Programs for children and teens | 12% | Business (job finding) resources |
| 27% | Cultural events (dance, art film) | 31% | Research assistance |
| 34% | Training (how-to) classes | 9% | None of these is important to me |
| Others (listed below): | | | |
| 1% | Online Classes | 1% | Art & Cooking Classes |
| 1% | Children-Toddler (Story time) Programs | | |

12) What types of meetings would you be most likely to attend in your new library?

- | | | | |
|-----|---|-----|--|
| 30% | A performance on a raised stage in a fixed seat auditorium. | 17% | A conference around a table with less than 12 people. |
| 25% | A large audience (100 people) for a speech with a microphone and AV presentation. | 20% | A panel discussion with a committee or speaking table and an audience (less than 40 people). |
| 10% | A video conference (12 people or less). | 12% | A small gathering around a table with less than 8 people. |
| 40% | A training session in a classroom with an instructor. | 28% | A informal gathering in lounge chairs around a coffee table. |
| 0% | No meeting facilities | 3% | A small video conference with less than 3 people. |
| 17% | A large audience to watch a film or video | | |

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

Building Program Response Summary

COMMUNITY

13) What 3 things do you like most about your community?

count		count	
32	Good Neighbors (refs-homogeneous-educated, prosperous populous)	21	Good Schools
9	Walkability/Trails	14	Safe / lower crime rate
15	Access to nice restaurants & shops	5	Equestrian Tradition
7	Historical Feel/Apearance (Crabapple)	10	Clean/Well Maintained
7	Growth Potential (Planned)	3	Lower real estate taxes / large lots
67	Rural/Not Crowded/Natural	1	Senior Activities
1	Diversity	3	Organize Youth activities/Sports

14) What 3 things would you like to change about your community?

count		count	
2	Reduce Crime	1	Less Old Fashioned more new
34	Reduce Traffic/Improved Roads/traffic calming	1	Not enough post offices
39	More accessibility of Parks & Sidewalks	8	More things to do (night life/festivals, etc...)
26	New Library (our own)	1	less/slower development or growth
2	More underground utilities	1	Become Milton County
10	A CBD/Town Center	2	More local control
5	More Environmentalism /save the trees	1	Cogburn & Francis intersection cleaned up
1	Growth on East side of the City	1	Career /Job Fairs / More Jobs
4	less restrictive Milton city council	1	More affordable housing
1	Local Hiring for library staff	1	More access to public transit
13	More Bike Routes	4	More group meeting places
4	Greater awareness of less fortunate		

15) If you could make a postcard to promote your community; where would you take the picture? (be specific...)

count		count	
7	Milton HS Entrance @ 3pm	3	Front of Broadwell building (Crabapple)
13	Downtown Crabapple Buildings	1	Lacrosse Field at Stars BHW
2	(Olde) Blind Dog Area	2	Webb Rd & Hwy-9, face N(little W) @ sunset
22	Birmingham Rd & Freemanville (Farm/Pastures)	1	Wood Street (people riding horses)
1	Highest point of Summit Rd, facing SW at Sunset	1	Crooked Creek Subdivision
2	Birmingham Crossing	1	Horse farms on Dorris Road
2	Country Roads	1	Three Silos on Crabapple Road
2	Corner of Providence Road & Bethany facing the barn	1	Milton Earth Day Festival
2	Milton Round-up at Methodist Church	1	Liberty Grove Rd facing South @ Chatham, sunrise
2	Red Barn on Redd Rd between Hagood & Nettlebrook	1	Across St from N-Pt-Pkwy, behind the apartment complex (fountain & pavillion)
1	Anywhere on Freemanville Road	2	Deerfield Parkway
1	Mayfield & Charlotte Rd - Barn		

16) What would be the best community/neighborhood organizations for the library to partner with?

34	Schools / PTA	1	Churches
11	HOAs (several Crabapple Community)	1	Chattahoochee Nature Center
2	Friends of Milton Library	1	Tellus Science Center
1	Milton Business Alliance	1	White Columns Country Club
1	USGBC	2	MDAC (Milton Disability Awareness Ctr)
2	Seniors	1	Tutoring Services
10	Retailers (potential book club sponsors)	1	Local Police and Fire Dept
5	City of Milton (Chamber of Commerce)	1	Rotary
2	Book Clubs	2	Milton Garden Club
1	Military based Charities	2	Milton Historic Preservation Commission
4	Boys & Girl Scouts	1	Milton Grows Green
1	Milton Volunteer (.org)	1	Local Chefs (willing to do demos)
		1	Theater Groups (RISPA, CYT)

Atlanta-Fulton Public Library System - Building Program

Milton Branch Library

Building Program Response Summary

Youth Survey

Number of Written Replies: **44**
 Average age of Respondents **8.176** years old

7/26/2011
 Data Date

TEENS AND CHILDREN

1) Which branch is the survey for? 100% Milton Branch Library

2) Frequency of library visits.

9% More than once a week 9% More than once a year
 7% More than once a month 2% Less than once a year

3) What to you to most at the library?

27% Check out books 2% Meet Friends
 2% Read books 2% Attend programs
 2% Use library computer 0% Do homework

4) What is your favorite thing about the library? (Choose two).

25% Books, CDs and magazines 0% Programs or Storytime
 5% Computers 9% Staff who help me.

5) Tell us with words or pictures what you like best about you library

** (Entered in the order received) **26** << number of surveys with pictures
 count count

2	Large Children's Library	7	Shelving
1	Need a Library to go to	1	Meeting new people
4	New Books/Selection for Children	2	Figures / self portrait
15	Building exterior (many w/ clocks)	1	Reference book shelving
4	Landscape	10	Scribble
1	Amazing and adventuring books	2	No Comment

6) Tell us with words or pictures what you would change about your library

** (Entered in the order received) **21** << number of surveys with pictures
 count count

1	Whole Book Class set and series	1	New books, videos, DVDs
1	Updated Books	7	Interior space with furniture
1	Nice Art at Entrance	1	Selection for Teens
4	Building	2	Figures / Self Protrait
1	Landscape	2	Computers
1	Adventure and action books	1	Later Hours on School Nights
1	Drive thru Book Drop	1	Books and DVD shelving
2	Wall made out of books	11	Scribble
		2	No Comment

Notable Drawings from Survey#: 4, 12, 40

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch - Library Program Comments

March 15, 2011 @ Palmetto City Hall

Meeting Attendance*: 32

VISION FOR LIBRARY
comments:
Waterfall and Benches out front (like the Peachtree City Branch Library - Fayette County)
Lots of Daylight - Windows
Parking behind the library
Sidewalks in safe location away from Palmetto-Cascade Hwy.
Bridge over the highway(?)
Shelving heights not too high and too low
Lots of Computers
Greenery - Outdoor Spaces
Restrooms in the lobby with out doors (completely hands-free with motion sensor fixtures and dryers)
Coffee Shop and/or Friends of the Library Space
Wheelchair accessible
Entry with flatscreen TV showing events happenings
Parking behind the library

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch - Library Program Comments

March 15, 2011 @ Palmetto City Hall

Meeting Attendance*: 32

TYPES OF MEETING SPACES NEEDED
comments:
Computer Lab
Study Rooms (small groups) with windows to see in
Training Room
Community Meetins (50 persons)
Home Schoolers gatherings
Elementary School/Daycare Groups
CPR Lessons
Boy/Girl Scout Meetings

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch - Library Program Comments

March 15, 2011 @ Palmetto City Hall

Meeting Attendance*: 32

ACTIVITIES FOR CHILDREN
comments:
Computers specifically for the children
"Make-Believe" Area
Separate section of the library

ACTIVITIES FOR TEENS
comments:
Study groups
Study rooms
Separate section of the library

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch - Library Program Comments

March 15, 2011 @ Palmetto City Hall

Meeting Attendance*: 32

HOW DESIGN CAN RELATE TO COMMUNITY
comments:
Greenery imagery
Sustainability
Palmetto Tree "Branch" motif
Farming & Agriculture
Rural
Cotton Industry - Historical (Cotton Gin)
Palmetto has festival in Spring (Historical)
Trains
Train Depot Theme Building with large overhang, exterior platform like spaces for people
Historical Photos - Relate to Train Depot Restorations/Museum
Resource for Historical Information: Mrs Charles Harper (husband called Woody)(also Bill Shell) has many historical pictures of Palmetto. Part of South Fulton Historical Group. Has information about Train Depot on Main Street. Lives at corner of Hutchinson Ferry Rd. and Hern St.

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch - Library Program Comments

March 15, 2011 @ Palmetto City Hall

Meeting Attendance*: 32

GENERAL QUESTIONS OR COMMENTS
comments:
DVD are very popular to check out
Have exterior book return accessible at night with scanner (to avoid late fees)
Downloading books to "Nook" (curently possible)
Books by Mail
Service for elderly, shut-ins
Service to the Senior Center
Large selections of LARGE PRINT BOOKS
Family Restroom
Reach out to the Chattahoochee Hill Country
Partner with the Palmetto Youth League
Partner with the Senior Center
Recognition bricks/patio with peoples names (does not have to be a fundraiser)
Up to date computers and software - WIFI
Will Fairburn Branch Stay Open? - Answer at the meeting was "Yes, and Fairburn will be renovated as part of Phase II of the referendum.
Will Coweta County residence that are citizens of Palmetto get a library card? - Answer at the meeting was "Yes, Intructions will be given to Librarians at this Branch to give Library Cards to Coweta County Residents that are citizens of Palmetto".

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch - Public Meeting Comments

March 15, 2011 @
Palmetto City Hall

Meeting Attendance*: **32**

SITE RELATED COMMENTS
Development should allow for pedestrian access to library from the South, between pharmacy and police/safety building.
Palmetto-Cascade Hwy has heavy (high-speed) traffic that is not conducive to pedestrian traffic.
Some pedestrian traffic possible from Palmetto Reserve Apartments (all different ages, some students), across Palmetto-Cascade Hwy.
Pedestrian Grant for improvements to Carlton Road (sidewalks, curb & drainage).
Police-safety building has heavy parking on meeting days.
Marta bus line runs down Hwy-29 (less than half-mile east of library property. Buses turn around near city hall.
Old Train station is being renovated for Palmetto Historical Museum (will be done at about the same time as Library Construction).
What is the frontage of the site on Palmetto-Cascade? Answer was "about 450 feet" <i><actually the frontage is about 350 feet></i> . The site was shown to be completely to the East of apartments entry drive

***Meeting Attendance (above) does NOT include Staff present (does include City of Palmetto representatives).**

Staff Present at the Meeting:

John Szabo
Anne Haimes
Mary Starck
Clay Payne
Cassie Gwen
Ronald Brown
Al Collins
Kandi Flowers
Anet Willingham
Roy Kenski

Recognized Attendees:

John O. Miller, Mayor City of Palmetto
Lorraine Allen, Palmetto City Council Member
Terry Todd, Palmetto City Manager
Cindy Hanson, Palmetto City Clerk

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch Library

Building Program Response Summary

7/26/2011
Data Date

Number of Written Replies:	15
Number of Online Replies:	22
TOTAL SURVEY REPLIES	37

GENERAL INFORMATION

1) Which branch is the survey for? 100% Palmetto/Chattahoochee Hills Branch

2) Frequency of library visits.

22% More than once a week	11% More than once a year
62% More than once a month	5% Less than once a year

3) Do you visit more than one branch regularly (name them in the space provided)

3% Newnan Public Library
 41% Fairburn Branch
 3% Central Library
 14% South Fulton Branch
 14% Palmetto/Chattahoochee Hills Branch
 5% Douglasville/Douglas Co
 16% Coweta County Libraries

4) How do you travel to the library

11% Walk	5% Public transportation
5% Bike	92% Drive or ride in a car or motorcycle

5) What do you most often do when you visit the library

89% Check out books and other media	11% Meet friends
24% Pick up reserved material	14% Attend programs
30% Use the library computer	22% Bring children to programs
14% Study or do homework	43% Browse shelves
16% Use library wireless system	32% Read newspapers or periodicals
14% Use meeting space	

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch

Building Program Response Summary

LIBRARY RESOURCES

6) What percentage of the budget for library resources would you invest in the following items?

	avg %
Books and magazines	49.82 % (High/Low: 85 / 20)
Music and video (CDs & DVDs)	17.97 % (High/Low: 40 / 0)
Online Resources	32.21 % (High/Low: 70 / 0)
TOTAL	100%

7) Overall where would you most like the resources for the new library to be focused (select the top two)

78% Collections (books, CDs, periodicals)	22% Programs for adults, teens and children
27% Computers and online resources	46% Clean safe library buildings
43% Staff available to assist patrons	16% Automated book check and returns

8) Which of the following onliner resources is most important to you?

54% Web Access	16% E-books, AV Downloads
22% Reference databases	0% Online Games
16% Classes or training	0% Interactive space on website
0% Streaming music and video	16% None of these are important to me

9) Name any feature or services that you would like to see in the new branch that may not be currently offered by the Library System.

count

3	GED Program
1	More books about sewing
1	More Computers
1	Help checking out e-books
1	Nice views
1	Neat place for freebie papers
1	Geneology resources
1	Wide selection of audio books
1	Quicker interlibrary loans

10) Name any feature or services in your current branch that you DO NOT want to see in your new branch library.

count

2	OK with not having computers
----------	------------------------------

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch Library

Building Program Response Summary

LIBRARY PROGRAMS - MEETINGS

11) Which of the following programs are most important to you?

- | | | | |
|-----|-----------------------------------|-----|----------------------------------|
| 65% | Programs for children and teens | 41% | Business (job finding) resources |
| 43% | Cultural events (dance, art film) | 54% | Research assistance |
| 46% | Training (how-to) classes | 3% | None of these is important to me |
- Others (listed below):**
- 8% GED Program

12) What types of meetings would you be most likely to attend in your new library?

- | | | | |
|-----|--|-----|--|
| 16% | A performance on a raised stage in a fixed seat auditorium. | 11% | A conference around a table with less than 12 people. |
| 11% | A large audience (100 people) fore a speech with a microphone and AV presentation. | 19% | A panel discussion with a committee or speaking table and an audience (less than 40 people). |
| 11% | A video conference (12 people or less). | 16% | A small gathering around a table with less than 8 people. |
| 41% | A training session in a classroom with an instructor. | 24% | A informal gathering in lounge chairs around a coffee table. |
| 3% | No meeting facilities | 0% | A small video conference with less than 3 people. |
- 22% A large audience to watch a film or video

Atlanta-Fulton Public Library System - Building Program

Palmetto Branch Library

Building Program Response Summary

COMMUNITY

13) What 3 things do you like most about your community?

(List below):

count		count	
17	Small Town Feel	1	Comfort
2	Golf cart & Walking Trails	1	Self sufficiency
14	Friendly neighbors	2	Safety
3	Cleanliness	4	Quiet
9	Green space / Rural / Natural	1	Avoid traditional speculative development
1	History	1	Family oriented

14) What 3 things would you like to change about your community?

count		count	
1	More pedestrian friendly	2	Children/Teens with absent parents
1	Update downtown area	1	Ban cyclist from the roads
4	Reduce Drug activity/property crimes	1	Less tickets given by police
2	Less loud music from cars & houses	1	Lower Taxes
2	Less speeders	1	Add Basketball Ct & better Tennis Cts
1	Reduce Littering	1	Less Traffic
4	More choices (housing, banks, grocery sto.)	1	Better Public Water & Sewage
1	More Jobs	1	Need burning ordinance
1	More Public Transportation	1	Prejudice against newcomers/new ideas

15) If you could make a postcard to promote your community; where would you take the picture? (be specific...)

count	
1	Community Gardens on Main Street
1	Neighborhood Senior Center
1	Police Station
1	Sunrise/set over farms along Cochran Mills Rd.
4	Main Street by Train Depot (daytime)
4	Cochran Mills Park
1	Victorian Houses on Hwy 29
1	The Hardware & Paper Supply Store Hwy 29
1	217 & Fayetteville Rd. in front, anytime

16) What would be the best community/neighborhood organizations for the library to partner with?

count		count	
1	Palmetto Youth League	1	Wilkerson Mill Park
5	Schools	2	Senior Center
1	Serenbee Groups	2	Community Brickworks (Rico Library)
2	Chatahoochee Hills	1	City of Palmetto (Police & Fire)
1	Cochran Mills Nature Center	1	Ralston-Purina (plant nearby)
3	Local Churches	1	Palmetto Food Bank

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch - Program Comments

March 22, 2011 @ Carver Hill YMCA

Meeting Attendance* 41

VISION FOR LIBRARY
comments:
Lots of computers (at least 25).
Place to sign up for classes.
Adult technology classes.
Student Field trips to the library.
Job training and business resources.
Lots of books.
Nicer staff. Librarians that like their job and will help patrons find what they are looking for. Customer service.
Extended hours of operations to cover times when homework can be done in the library, such as Saturday and Sunday.
Front door not on the West side of the building where there is too much sun/glare.
Comfortable reading room chairs but no chairs that are too low.
Plants and fountain(s) with sound of running water.
Shelving aisles wide enough so two people can look for a book on opposite shelves without bumping into each other.
Shelving heights appropriate for ages, not to tall for children.
Some tables close to shelves, so you don't have to carry books all over.
Bigger parking lot, more parking spaces.
Handicapped parking near the door to the library.
Natural Daylighting.
LEED/Sustainability + education about sustainability in the operation and use of the library.
Sustainability should be practical for the users of the library. East Atlanta has awful sun that comes in, and the A/C does not work the way that it should, there are no windows on the south side. Provide recycling bins. Cut down on use of paper.
Outdoor reading area with good landscaping.
Large windows in reading area that have a nice view.
Computers in individual carrels with elbow room. Not all crowded together on one table.
21st Century Library, with e-books ("State of the Art" computers).

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch - Program Comments

March 22, 2011 @ Carver Hill YMCA

Meeting Attendance* 41

TYPES OF MEETING SPACES NEEDED
comments:
Computer Lab
Home work lab with "mentors" (tutoring spaces)
Small meeting rooms with glass walls
Study Rooms
Built in projector and screen, and other AV
Anne (AFPL) note that meeting space in library was free
Meeting space with plumbing/ and kitchen for refreshments
Flexible Space - NOT like the meeting room at Auburn Ave Library with fixed chairs and sloped floor
Gwinnett County Art Center has a good flexible meeting room space
Multi-purpose room that can be split in half (with moveable walls). The whole room should seat 150 to 200 people.
Chairs with tablet arms.
Large Flat screen TV - Movie nights
Dry erase boards in meeting rooms
Large Flat screen TV - Movie nights

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch - Program Comments

March 22, 2011 @ Carver Hill YMCA

Meeting Attendance* 41

ACTIVITIES FOR CHILDREN
comments:
Separate computers appropriate for children
Good selection of children's movies and books
Designed story time area
Restrooms for children with age appropriate size, diaper changing table - desgnated just for kids.
Closed front on toilet seat and lid for children's toilet.
Glass around children's area so you can see them but not hear the noise.
need lots of table for kids to work (do crafts)
Use lots of bright colors, make it exciting.
Provide a place for kids to crawl around in / through.
Display childrens artwork where everybody can see
Have a separate meeting to get input from youth, maybe at school or some time that would be more practical for them then 7pm on a weekday.

ACTIVITIES FOR TEENS
comments:
Teen Center with multi-media
Provide area to have group study away from adult reading room, where Teens can talk.

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch - Program Comments

March 22, 2011 @ Carver Hill YMCA

Meeting Attendance* 41

HOW SHOULD DESIGN RELATE TO COMMUNITY
comments:
Involve community (patrons) in vetting the librarians to work at the branch
Place for mural that reflects the community. There are many good murals in the community
Highlight history of the area.
Partner with movie producers that are moving into the Fairgrounds
Partner with the local schools
Bring in books for programs from other libraries

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch - Program Comments

March 22, 2011 @ Carver Hill YMCA

Meeting Attendance* 41

GENERAL QUESTIONS OR COMMENTS
comments:
Provide accessibility ADA. Kirkwood has no ADA facilities.
Display Artwork
Don't mix childrens books with adults - like at East Atlanta Branch
How does the Library Advertise these meetings? I only know because I visit the library 2 to 3 times a week (Response was w/ details) - Need to do a better job getting the message out to the public.
Access publication is an impractical size
The notice of the meetings is difficult to find on the website
Miss Hawes came to our school.
Fulton County TV has good information about upcoming events
The library website is a mess. Information gets buried.
Sun glares in the windows at East Atlanta Library - don't hire that architect
Provide facilities for the visually impaired

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch - Program Comments

March 22, 2011 @ Carver Hill
YMCA

Meeting Attendance*: **41**

SITE RELATED COMMENTS
Location East of I-75 preferred.
Who makes the decision on location of library? <u>Answer</u> ; the BOCC makes the final decision with Public & Library Board input. There has been lots of public input and there is still time for more (talk to your county commissioner-Ms. Garner).
Convenient location is important.
Library needs to be located on public transportation line where you don't have to take a bus, a train and another bus to get to the library in your community
Location should be central to the current locations of Thomasville Heights, Carver Homes and Georgia Hills (Branches).
Would you consider leaving the kiosk (one of the existing branches)?

* Attendance does NOT include staff present

Staff Present:

John Szabo
Anne Haimes
Al Collins
Khandi Flowers
Anet Willingham
Roy Kenski
Mary Starck
Kelly Robinson
Twana Cannon
Beverly Hawes
Belinda Yellock

Recognized Attendees:

Richard Milliones, Assistant to Commissioner Garner

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch

Building Program Response Summary

7/26/2011
Data Date

Number of Written Replies:	39
Number of Online Replies:	18
TOTAL SURVEY REPLIES	57

GENERAL INFORMATION

1) Which branch is the survey for? 100% Southeast Atlanta

2) Frequency of library visits.

51% More than once a week	11% More than once a year
33% More than once a month	4% Less than once a year

3) Do you visit more than one branch regularly (name them in the space provided)

- 12% Central Library
- 14% East Atlanta Branch
- 11% Thomasville Heights Branch
- 7% Cleveland Avenue Branch
- 19% Carver Homes Branch
- 12% Georgia Hill Branch
- 7% Southwest Branch
- 2% Kirkwood Branch
- 4% Ponce de Leon Branch
- 4% Mechanicsville Branch
- 2% West End Branch
- 2% Martin Luther King, Jr. Branch
- 5% East Point Branch

4) How do you travel to the library

60% Walk	23% Public transportation
9% Bike	46% Drive or ride in a car or motorcycle

5) What do you most often do when you visit the library

65% Check out books and other media	14% Meet friends
25% Pick up reserved material	12% Attend programs
54% Use the library computer	40% Bring children to programs
39% Study or do homework	33% Browse shelves
16% Use library wireless system	30% Read newspapers or periodicals
7% Use meeting space	

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch

Building Program Response Summary

LIBRARY RESOURCES

6) What percentage of the budget for library resources would you invest in the following items?

	avg %
Books and magazines	40.57 % (High/Low : 70 / 20)
Music and video (CDs & DVDs)	20.03 % (High/Low : 35 / 10)
Online Resources	39.40 % (High/Low : 70 / 15)
TOTAL	100%

7) Overall where would you most like the resources for the new library to be focused (select the top two)

47% Collections (books, CDs, periodicals)	51% Programs for adults, teens and children
42% Computers and online resources	33% Clean safe library buildings
21% Staff available to assist patrons	11% Automated book check and returns

8) Which of the following online resources is most important to you?

67% Web Access	16% E-books, AV Downloads
28% Reference databases	0% Online Games
47% Classes or training	0% Interactive space on website
4% Streaming music and video	4% None of these are important to me

9) Name any feature or services that you would like to see in the new branch that may not be currently offered by the Library System.

count		count	
1	Material from the Library of Congress	2	Area for Seniors
1	Update on Supreme Court decisions	1	To bring up account info online
2	Training (How-to) Classes	1	Well maintained and ventilated toilets
1	More accessible computers	2	Separate childrens area (noise)
2	More computer workshops for adults	1	Bike Racks
5	Outdoor reading/activity area	1	Recycling Program
4	Programs for children & teens	1	Staff recommendations for reading material

10) Name any feature or services in your current branch that you DO NOT want to see in your new branch library.

count	
1	Cell phone use in library
1	Loud talking
1	Playing in library
1	Small meeting rooms (don't need them)
1	Don't use waterless toilets like at East Atlanta

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch

Building Program Response Summary

LIBRARY PROGRAMS - MEETINGS

11) Which of the following programs are most important to you?

- | | | | |
|-----|-----------------------------------|-----|----------------------------------|
| 68% | Programs for children and teens | 37% | Business (job finding) resources |
| 28% | Cultural events (dance, art film) | 37% | Research assistance |
| 68% | Training (how-to) classes | 4% | None of these is important to me |
- Others (listed below):**
- 5% Foreign language training
 - 7% SAT, GED, FAFSA Prep Courses

12) What types of meetings would you be most likely to attend in your new library?

- | | | | |
|-----|--|-----|--|
| 14% | A performance on a raised stage in a fixed seat auditorium. | 16% | A conference around a table with less than 12 people. |
| 18% | A large audience (100 people) fore a speech with a microphone and AV presentation. | 23% | A panel discussion with a committee or speaking table and an audience (less than 40 people). |
| 11% | A video conference (12 people or less). | 21% | A small gathering around a table with less than 8 people. |
| 32% | A training session in a classroom with an instructor. | 7% | A informal gathering in lounge chairs around a coffee table. |
| 0% | No meeting facilities | 5% | A small video conference with less than 3 people. |
- 16% A large audience to watch a film or video

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch

Building Program Response Summary

COMMUNITY

13) What 3 things do you like most about your community?

count (List below):

11	Good Neighbors
16	Everything is near by (walkability)
3	Diverse (racial & economic) population
4	Large trees/parks
3	Childrens Programs
4	History
11	Schools
1	Quiet
1	Access to public Transportation (MARTA)
3	Grant Park & Zoo

14) What 3 things would you like to change about your community?

count

count

2	Need more street cleaning	4	Walkability
1	Leave a Library in Thomasville	8	Less Crime/Drugs/Gangs
7	neighborhood	4	More Amenities (Trash p/u...)
1	Fix Abandon Homes		More attention environmental issues (recycling & conservation)
9	less illegal dumping/less litter	1	Slow down traffic
2	Too many people with nothing to do	3	Better communication between neighbors
2	Transportation		

15) If you could make a postcard to promote your community; where would you take the picture? (be specific...)

count

1	My Church
1	The Thomasville Library
2	At the top of the hill of the Dog Park looking at Lakewood Fairgrounds
1	Lakewood Fairgrounds
1	New Pryor Amal Heights Area
1	Cherokee St - facing North @ 10am
1	Milledge St before Sydney my the Park (historic homes)
2	Grant Park in Spring (Entrance)

16) What would be the best community/neighborhood organizations for the library to partner with?

count

1	The Thomasville Civic League
1	Sustainable Lakewood
13	Schools
1	Hands on Atlanta
2	Grant Park Parent Network
1	Grant Park Neighborhood Assoc
1	Georgia Dept of Labor
2	Chick-Fil-A, Coke, TBS, CNN

COMMUNITY

Atlanta-Fulton Public Library System - Building Program

Southeast Atlanta Branch

Building Program Response Summary

Youth Survey

Number of Written Replies: **132**
 Average age of Respondents: **12.72** years old

7/26/2011
 Data Date

CHILDREN & TEENS

1) Which branch is the survey for? 100% Southeast Atlanta Branch

2) Frequency of library visits.

34% More than once a week 16% More than once a year
 22% More than once a month 27% Less than once a year

3) What to you to most at the library?

33% Check out books 10% Meet Friends
 20% Read books 6% Attend Programs
 56% Use Library Computer 23% Do Homework

4) What is your favorite thing about the library? (Choose two).

58% Books, CDs and magazines 8% Programs or Storytime
 76% Computers 17% Staff whow help me.

5) Tell us with words or pictures what you like best about you library

** (Entered in the order received) 20 << number of surveys with pictures

count		count	
13	Games and Books (Incl- an Arcade)	2	Movies
1	Study area	1	American Girl Books
6	Peaceful place to relax and be free	1	Books on Tape
71	Computers	2	Magazines
10	Many types of books (genres)	1	Don't have the worry if it's Safe or not
9	Someone (Staff) to help	2	Meeting with Friends
6	Quiet area to do homework	1	Building façade
4	Broad selection of DVD (comedy, adventure etc...)	2	New People to meet at the library
1	African American Fiction Books	2	To get on facebook
1	Librarians	21	Books / Reading / Shelves
1	Storytime for Children		

6) Tell us with words or pictures what you would change about your library

** (Entered in the order received) 10 << number of surveys with pictures

count		count	
1	Add sponge bob pictures	1	More books for teens
2	Have Music head phones so people will not be disturbed	3	TV with Remote Control
2	Place for teens to create music	2	Clean up more (incl bathroom)
8	Need more variety of books, CDs & Magazines	4	Decorations/More aesthetic appeal
23	More Books and Computers	4	Video Games System(s)
2	Open the new library sooner	1	Keep the library open later
10	More Time on the computer if use is homework	5	Bigger Library/More Open Space
1	Seasonal piano &/or Guitar lessons (like central)	7	Snack Bar / Vending Machine
1	Smaller library with less people	1	New books and CDs
2	More toys for babies	1	More Fantasy Sci-Fi Books
3	A Big Table(s)	1	Plays on the weekend
3	Study Area (or Classes)-Quiet	3	More Programs
1	Change the color of the building	1	Touch screen computers
2	Less Noise (Noisy People)	1	online help in the library
1	New Roof	1	A projector
1	Movie Theater	1	Books on the web
2	Printer (free ink)	1	Study supplies (paper, pencils, binders) to borrow from library
1	Place for teens to talk louder	1	Marker board, water fount by the bathroom
1	Reading games		

Notable Drawings from Surveys #: 17, 19, 20, 27, 80, 85, 91, 129

Atlanta-Fulton Public Library System - Building Program

South Fulton Branch Library

April 14, 2011 @ the Branch

Meeting Attendance* 21

VISION FOR LIBRARY
comments:
Because of the limited land area the library could be multi-floor. Build up to save space on the site with youth and teens on their own level and library offices on another level, and a basement for storage. Elevators and stairs would be needed. There should be a kitchen for cooking.<Refer to plan submitted by citizen>.
The side of the existing library that faces the street looks OK, but the side that faces the parking lot looks institutional and not very inviting - it needs to be replaced with something more exciting, inviting.
The library needs a neon sign to direct people from the road back to the library.
The glass with the view of the trees should wrap around the sides of the library to offer a view from the children section, as well as the adults and throughout the library.
The Entry to the library should be more obvious and have a "sense of arrival" - like the East Atlanta Library and the Ocee library.
The library needs to be safe and the façade on the parking side needs to be inviting. The entrance needs to be grand so you feel like it's an important place, that you want to enter into.
The entry façade could be dressed up with flag poles. Could be U.S. and Fulton County flags.
The library should have a consistent, reoccurring theme throughout the library that ties all the different areas together. Could be a "Nature" theme or something else.
There should be a place for art from local schools/children on display near the entrance to the library.
The library should have a central area with closed off rooms around the edges with all the various activities that you can do in the library. This arrangement helps to make it a "peaceful library".
Adults need some private areas like a study carrel, or a niche where they can study, or use a computer quietly without being disturbed.
There should be a break area where patrons can make phone calls, or do things that shouldn't be done in the reading area - just take a break. This area does not have to have food/snacks but that might be good.
Friends of the Library need an itinerate space for book sales and meetings that wouldn't disrupt library operation - the lobby of the library is sometimes a problem location, and Friends can't use the meeting room during tax season. Friends need full time storage area about the size of the one in the existing library.
(very cramped). Need a place to sit inside the entrance, before going into the actual library. Place to finish phone calls or wait for somebody.
A drive up book return would be a good feature. Need signage in the parking area to provide directions.
The doors at the entry to the library should be automatic parting/sliding doors that you don't have to push or pull when you have your hands full.
The library should have an expanded African-American section that is well designated and separate from the rest of the collection (there is something like this at Cascade).
Some computers should be in groups and others should be located in individual locations.
The book return slot should have a scanner that automatically checks the book back in.
Security - It would be good to have a security guard, the building should be designed for security so the library staff has good vantage on the whole library, the library and the site should be well lit.
Don't lose the human component of library services with added technology. The staff at this branch is great and patrons love the assistance they get in finding what they are looking for. The reference desk is great and would be appreciated in the new branch.
Outside seating and picnic areas would be good to have next to the library.
An outdoor education area could be developed in the wooded portion of the existing site next to the library.
The library should have space to show off the literary talents, academic achievements of local (in the community) children such as writing, speeches (could be video).
The events coming up in the library should be on display that you can see from the entry or from outside the library, also.
Comfortable seating and quiet reading area is needed for reading in the adult section of the library.

Atlanta-Fulton Public Library System - Building Program

South Fulton Branch Library

April 14, 2011 @ the Branch

Meeting Attendance* 21

TYPES OF MEETING SPACES NEEDED
comments:
More space is needed for meeting rooms.
Family events would be good to have in the meeting ares, like movie night - indoor / outdoor.
The meeting rooms should have good audiovisual equipment. Drop down projection screen.
The meetings that occur in the existing library include; Classes/assist in preparation of tax forms (right now), HOA's, Concerts-w/ keyboard, horns, and dance.
Multi-purpose room was considered, but an Auditorium, with sloped floor and fixed seating and raised stage was preferred along with a separate space that would be more multi-purpose for conferences or small meetings.
Should have broadcast capability for events going on in the auditorium or conference room, so more people could be involved than would fit in the seats of the auditorium, or other thing could be broadcast when the meetings are not going on.
Fire Department and/or EMS could work with kids related to potential career, or community in how to relate to the fire department.

Atlanta-Fulton Public Library System - Building Program

South Fulton Branch Library

April 14, 2011 @ the Branch

Meeting Attendance* 21

HOW SHOULD DESIGN RELATE TO COMMUNITY
comments:
Use natural materials like wood, brick and stone, that are more welcoming than stucco, or sheet metal.
Building should not look to "governmental" or institutional, but should be impressive.
The community is an even mix of business and residential.
The building could have a nice roof line, more welcoming textures on the exterior.
The community does not want a "box" building.
Modern, contemporary building would be good, like the builings in downtown Atlanta.
Outdoor art or sculpture on site, outside the building would be a nice feature. Sculpture could be in the natural part of the site also.
Sculptures can serve as helpful landmarks for the library like the beautiful sculpture on Peachtree Street where Spring Street splits off.
Library could partner with Old National Business Association.
Library could partner with Old National Alliance of Residents United (ONARU). 33 HOAs from this area.
A fireplace, maybe a faux fireplace, would be a nice feature in the adult section of the library
Need nice landscaping with flowing trees and and shrubs like dogwoods and azaleas.
Architects should have options for the schematic design for the community to provide input on.

Atlanta-Fulton Public Library System - Building Program

South Fulton Branch Library

April 14, 2011 @ the Branch

Meeting Attendance* 21

GENERAL QUESTIONS OR COMMENTS
comments:
Need good WIFI capability.
A documentary film could be made of the history/process of building this bond program work, that could be televised in the library. There should be plenty of before and after pictures.
Eliminate paper towels in the restrooms - The restrooms would need to be bigger in a bigger library.
There needs to be recognition on the building of the effort that this generation has committed to in the bond programs like a plaque or a cornerstone, that also encourages future generations to keep building on this work.
If the existing library is being expanded will be able to remain in service? How long would we the library be closed for the expansion? It is possible that parts of the library could stay open through construction, but most like the library would have to be closed during construction for at least 8 months. There are no provisions for leasing another facility.
What is the construction budget for the project? Response; 8.4 million dollars.

Atlanta-Fulton Public Library System - Building Program

South Fulton Branch Library

April 14, 2011 @ the Branch

Meeting Attendance*: 21

SITE RELATED COMMENTS
Comments:
Comments were requested from the community of what they want in the library regardless of whether the library was on the current site or not.
There could be parking on both side of the building or entry drive(?).
Trees on the front of the existing site are a very nice feature that should not be removed.
Would Multiple entrances help in getting more parking on the site? Response: There is no such opportunity.
Perhaps parking can be shared with the school-then there should be a covered canopy over the walkway to the library with nice landscaping around.
Moving the library to the empty shopping center (Union Station) near by the existing library that would have all the facilities, and would plenty of existing parking.

* Attendance does not include staff

Staff present at this meeting:

John Szabo
Kelly Robinson
Anne Haimes
Cassie Gwen
Al Collins
Khandi Flowers
Belinda Morrow-H/R
Leonard Morrow - H/R
Evan Jahn - H/R
Roy Kenski - H/R
Gabriel Taglon
Leslie Gibson-Reese

Recognized Attendees:

Kiesha Sawger, President of the Friends of South Fulton Library

Atlanta-Fulton Public Library System - Building Program

South Fulton Branch Library Expansion

Building Program Response Summary

7/26/2011
Data Date

Number of Written Replies:	65
Number of Online Replies:	30
TOTAL SURVEY REPLIES	95

GENERAL INFORMATION

1) Which branch is the survey for? 100% South Fulton Branch Library Expansion

2) Frequency of library visits.

45% More than once a week	8% More than once a year
41% More than once a month	5% Less than once a year

3) Do you visit more than one branch regularly (name them in the space provided)

12% Southwest Branch	1% Washington Park Branch
5% College Park Branch	12% Fairburn Branch
4% East Point Branch	2% Cleveland Avenue Branch
2% Auburn Avenue Research Library	1% Bowen/Bankhead Branch
3% West End Branch	1% Mechanicsville Branch

4) How do you travel to the library

16% Walk	9% Public transportation
3% Bike	91% Drive or ride in a car or motorcycle

5) What do you most often do when you visit the library

77% Check out books and other media	16% Meet friends
33% Pick up reserved material	29% Attend programs
39% Use the library computer	20% Bring children to programs
23% Study or do homework	32% Browse shelves
22% Use library wireless system	17% Read newspapers or periodicals
21% Use meeting space	

Atlanta-Fulton Public Library System - Building Program

South Fulton Branch Library Expansion

Building Program Response Summary

LIBRARY RESOURCES

6) What percentage of the budget for library resources would you invest in the following items?

	avg %
Books and magazines	41.11 % (High/Low : 90 / 0)
Music and video (CDs & DVDs)	24.54 % (High/Low : 50 / 0)
Online Resources	35.58 % (High/Low : 70 / 0)
TOTAL	100%

7) Overall where would you most like the resources for the new library to be focused (select the top two)

57% Collections (books, CDs, periodicals)	47% Programs for adults, teens and children
53% Computers and online resources	24% Clean safe library buildings
21% Staff available to assist patrons	7% Automated book check and returns

8) Which of the following online resources is most important to you?

64% Web Access	23% E-books, AV Downloads
38% Reference databases	6% Online Games
45% Classes or training	11% Interactive space on website
7% Streaming music and video	1% None of these are important to me

9) Name any feature or services that you would like to see in the new branch that may not be currently offered by the Library System.

count	count
6 Security Services	3 Color printing
1 Break Room (for patrons)	3 Head phones
7 More Parking	1 Seating height appropriate for elderly
2 More hours of operations	3 Foreign language training
6 More Meeting Space	1 Arts and Crafts Programs
3 More Computers	1 Speaker throughout the library
6 Separate Children's & Teens areas	1 Larger selection of Large print books
6 Private place to use computer/study	1 More summertime activities for younger children
1 A designated African-American Collection	1 More Manga Comics & Novels
1 A sense of arrival at entry	1 Adult Literacy Programs
2 More staff at the library	2 GED/SAT/ACT Preparation
2 Electronic Marguis	1 Geneology Resources
3 Computer maintainance upkeep	1 Place for laptops to plug in power/web
1 Nice Landscaping	1 up to 10 pages free printing
1 Auto-checkout like Gwinnett	5 Computer Training (esp for beginners)
1 <see attached library plan>	2 Fax service
1 Outdoor meeting activity area	1 Home Schooler Resources
1 Music Rooms	1 More filtering on browsing computes

10) Name any feature or services in your current branch that you DO NOT want to see in your new branch library.

count	count
1 Computers that are too close together	2 Too much noise
1 Small unshelved storage rooms	1 Music Videos
1 Small office spaces	1 Romance Novels
1 Story time on dirty carpet (from traffic)	

Atlanta-Fulton Public Library System - Building Program

South Fulton Branch Library Expansion

Building Program Response Summary

LIBRARY PROGRAMS - MEETINGS

11) Which of the following programs are most important to you?

- | | | | |
|-------------------------------|------------------------------------|-----|---|
| 61% | Programs for children and teens | 43% | Business (job finding) resources |
| 44% | Cultural events (dance, art film) | 40% | Research assistance |
| 55% | Training (how-to) classes | 3% | None of these is important to me |
| Others (listed below): | | | |
| 1% | Friendly, helpful librarians/staff | 1% | Fun activities for seniors and children |
| 2% | Programs for seniors and children | 1% | Movie Night |
| 1% | Health and Wellness Presentations | 4% | Place for tutoring |

12) What types of meetings would you be most likely to attend in your new library?

- | | | | |
|-----|---|-----|--|
| 28% | A performance on a raised stage in a fixed seat auditorium. | 12% | A conference around a table with less than 12 people. |
| 23% | A large audience (100 people) for a speech with a microphone and AV presentation. | 24% | A panel discussion with a committee or speaking table and an audience (less than 40 people). |
| 13% | A video conference (12 people or less). | 9% | A small gathering around a table with less than 8 people. |
| 47% | A training session in a classroom with an instructor. | 14% | A informal gathering in lounge chairs around a coffee table. |
| 0% | No meeting facilities | 5% | A small video conference with less than 3 people. |
| 21% | A large audience to watch a film or video | | |

Atlanta-Fulton Public Library System - Building Program

South Fulton Branch Library Expansion

Building Program Response Summary

COMMUNITY

13) What 3 things do you like most about your community?

count		count	
21	Good Neighbors/ Friendly People	7	Availability of Resources
10	Public Transportation System	25	Central location
8	Good selection of stores	1	Cultural Gatherings
15	Green Spaces/Clean Environment	3	Mix of Business & Residential
5	Demographics (culture) (African-Am)	4	Safe
1	Family Oriented	2	Schools

14) What 3 things would you like to change about your community?

count		count	
12	More Libraries	4	Better Schools
10	More selection of shopping and restaurants	3	More moral educations/Cultural events
12	Decrease in crime/more law enforcement	1	More Green Spaces
2	Greater diversity of housing price ranges	1	Help for the less fortunate
1	Cut the overgrown kudzu	2	More Diversity (ethnic)
2	More Sidewalks	3	More Public Transportations
5	More employment opportunities	13	More safe places for kids
4	Reduce traffic/Improve Roads	1	Family Oriented

15) If you could make a postcard to promote your community; where would you take the picture? (be specific...)

count		count	
1	Cascade Avenue	1	South Fulton Bike Trails
2	Schools(Reading=Success)	3	Welcome to Union City sign on Roosevelt & Hwy 138
2	Creel Park, in March on Sunday @ 3pm	3	Welcome All Park in the morning
4	View from the South Fulton Library-Trees	1	Sky @ Dawn (pray/quote included)
1	The front of the South Fulton Service Ctr	1	SW Community Art Center
1	The landscaping in front of the police station	1	Down the RR Track, North by the Depot early morning
1	Union City Park	1	Union City Hall

16) What would be the best community/neighborhood organizations for the library to partner with?

count		count	
2	Parks in the Area	1	Goodwill, Salvation Army
16	Schools	1	100 Black Men
2	The religious community	7	HOAs / Neighborhood Associations
9	The business community (local)	1	Big Brother/Sister
1	ONARU	1	Habitat for Humanity
2	Friends of the South Fulton Library	2	Boy & Girls Club
1	The National N'guzo Saba Kollektive	1	"Cares" Team
1	Garden Clubs	1	Toastmasters International
8	Senior Groups (senior.org)	1	Sororities / Fraternities
1	Fire & Police Departments	1	Inighbor.com
1	Emergency Hospitals Staff	1	Chamber of Commerce
1	Old National Merchant's Org		

COMMUNITY

Atlanta-Fulton Public Library System - Building Program South Fulton Branch Library Expansion Building Program Response Summary Youth Survey

Number of Written Replies: **34**
Average age of Respondents **10.4** years old

7/26/2011
Data Date

CHILDREN & TEENS

1) Which branch is the survey for? 100% South Fulton Branch Library Expansion

2) Frequency of library visits.

41% More than once a week 9% More than once a year
18% More than once a month 18% Less than once a year

3) What to you to most at the library?

26% Check out books 3% Meet Friends
29% Read books 9% Attend Programs
41% Use Library Computer 21% Do Homework

4) What is your favorite thing about the library? (Choose two).

32% Books, CDs and magazines 24% Programs or Storytime
71% Computers 6% Staff who help me.

5) Tell us with words or pictures what you like best about you library

** (Entered in the order received) 14 << number of surveys with pictures

count

3	Activities for Children
13	Computers
3	Figure / Self Portrait
1	Open to any one
1	convenient location
2	Library Interior
1	Quiet & Relaxing
1	Junie B Jones Books
1	I do not go to the library
1	I like to do to the library
1	Helpful people
2	Building (Drawings)
4	Free Books

6) Tell us with words or pictures what you would change about your library

** (Entered in the order received) 11 << number of surveys with pictures

count

1	Meeting room with clean rug
1	Place for each kid to hang up their shoes
2	Figure / Self Portrait
7	More Media (list)/Books
1	Better Air Conditioning
1	Biography Books
1	A slide
1	Movies about History
2	A fun place with tables & chairs
1	Helping Center
3	Building (Drawings)
1	Outdoor Story Area

Notable drawings from Survey #: 2, 6, 9, 15, 21