

## MEMORANDUM

**To:** Lisa Agnor, City Manager  
**From:** Jack Redmon, Director of Support Services  
**Date:** May 6, 2016  
**Subject:** Report and discussion regarding improvements to the Marshall Public Library building

The following information was provided by the Library at the April 14, 2016 City Commission meeting, regarding requested infrastructure improvements, with estimated costs, for the Marshall Public Library building:

| REQUESTED INFRASTRUCTURE IMPROVEMENTS                         | ESTIMATED COST      |
|---|---------------------|
| Glass frame walls in teen and children's area                 | <b>\$197,000.00</b> |
| New flooring throughout building                              |                     |
| New drop ceiling tiles with 6" insulation; clean grids        |                     |
| Demolish and rebuild existing restrooms to ADA specifications |                     |
| Paint interior walls and trim; paint exterior                 |                     |
| New electrical panel  |                     |
| Addition of outlets and network terminations                  |                     |
| Add handicap accessibility on library entrance doors          | \$5,500.00          |
| Update and add signage on the exterior of the library         | \$38,000.00         |
| Replace current lighting with LED lighting                    | \$35,000.00         |
| Kitchenette upgrades  | \$18,000.00         |
| <b>GRAND TOTAL INFRASTRUCTURE ESTIMATED COSTS</b>             | <b>\$293,500.00</b> |

I have reviewed the information, and am recommending the following infrastructure improvements, with estimated costs:

| REQUESTED INFRASTRUCTURE IMPROVEMENTS                         | ESTIMATED COST      |
|---|---------------------|
| Glass frame walls in teen and children's area                 | <b>\$197,000.00</b> |
| New flooring throughout building                              |                     |
| New drop ceiling tiles with 6" insulation; clean grids        |                     |
| Demolish and rebuild existing restrooms to ADA specifications |                     |
| Paint interior walls and trim; paint exterior                 |                     |
| New electrical panel  |                     |
| Addition of outlets and network terminations                  |                     |
| Add handicap accessibility on library entrance doors          | \$5,500.00          |
| Replace current lighting with LED lighting                    | \$35,000.00         |
| Kitchenette upgrades  | \$18,000.00         |
| Architect   | \$25,000.00         |
| <b>GRAND TOTAL INFRASTRUCTURE ESTIMATED COSTS</b>             | <b>\$280,500.00</b> |

Please keep in mind that the Marshall Public Library Board of Trustees has committed \$200,000 toward the renovation project, for the purchase of new furnishings for the Library. The Friends of a Public Library organization is also on board with the renovation project, but has not made a monetary commitment at this time.