

10-6--2022 Report of the Infrastructure Subcommittee  
Scheduled September 29, 2022

**1. Orchard Room Foldable Partition**

The subcommittee has completed its study of the feasibility of adding foldable partitions to the Orchard Room to divide the room to allow 2 smaller classes/events to be held simultaneously and is submitting its final report.

**ACTION ITEMS:** None.

**2. Expanded Outdoor Patio Area at Woodland.**

The Public Arts Commission recommended that rather than install a mural at the Woodland Branch Library, increasing the patio area to allow for more outside seating and study areas would satisfy a greater need.

The subcommittee is in the first stages of exploring the feasibility of clearing the vacant part of the lot where we want to expand by building a 4400 sq ft building extension. The idea is to clear part of the area and provide ground cover (sand/gravel) and picnic tables for students to congregate outside and for tutoring activities.

We contacted the City Manager, Gabe Engeland, regarding any possible liability issues for the city. He checked with the city's insurance carrier and advised the subcommittee that there were no issues. Mr. Engeland also advised that he thought the expanded patio is "a great idea." He advised that the maintenance crew would be happy to help clear the area to allow a sand or pea gravel land cover. And he also advised that the city would be happy to put money towards this project if it had commission and community support.

We contacted Jennifer Weeks, the County Librarian, and she had a favorable impression of the project.

We have also contacted our Council Liaison, Vice Mayor Sally Meadows, regarding Council approval of such a project and she advised that this may not need a formal vote by Council.

See photos of area where expanded patio might be located, picnic tables and benches on pea gravel, and outdoor reading area at a library.

**ACTION ITEM:** Obtain some preliminary cost estimates for ground cover and for benches and picnic tables.

The next meeting of the Infrastructure Subcommittee is scheduled for October 27 at 4:00pm.

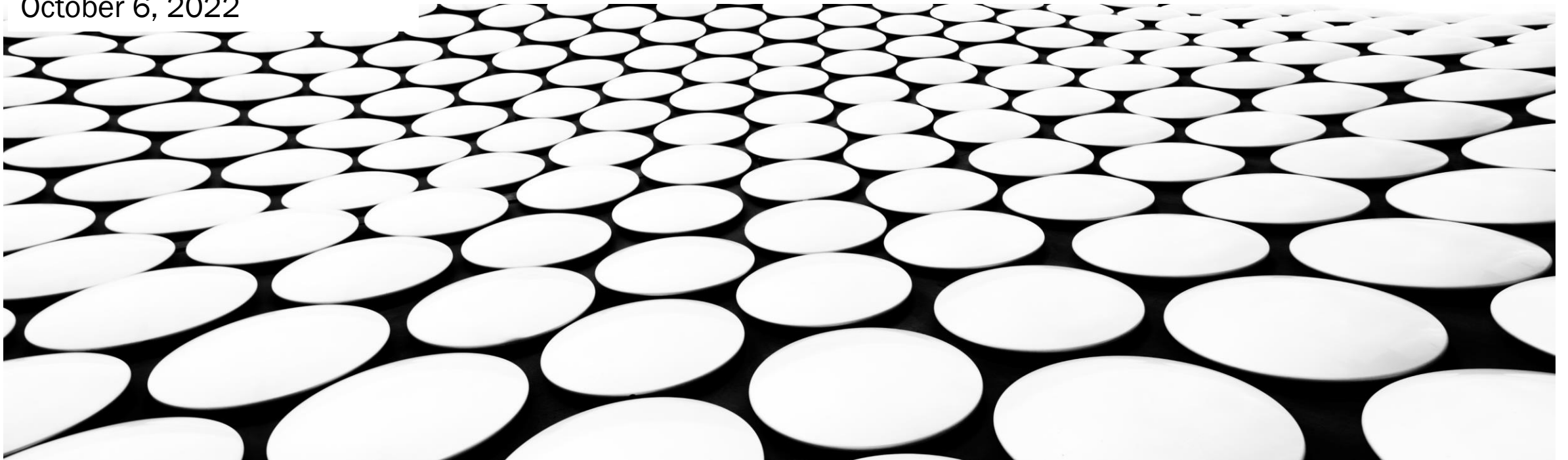
# ORCHARD ROOM PARTITION WALL REPORT

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# ORCHARD ROOM PARTITION WALL

## PROJECT FINDINGS

Infrastructure Subcommittee  
October 6, 2022



# ORCHARD ROOM PARTITION OPPORTUNITY & ANALYSIS

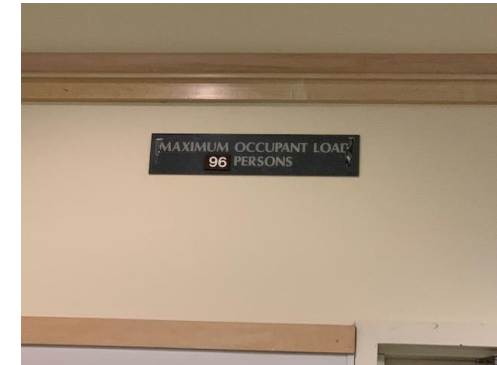
- The Los Altos Main Library has the Orchard Room for community events and activities
  - 100 person capacity
  - Only Library Conference Room in Los Altos (including Woodland)
- The Infrastructure Subcommittee, at the request of the Community Librarian, worked to determine if there's a practical way to partition the room for greater flexibility and to possibly accommodate two groups simultaneously
- Our approach:
  - Found and interviewed potential vendors of partition walls for initial cost estimates and key considerations. We found three of the top five vendors with local distributors.
  - Interviewed librarians at Bay Area locations with such walls to see how often they use these partitions often and why
    - Morgan Hill
    - Fremont Main Library
  - Reviewed 2019 detailed Orchard Room calendar data as a baseline to assess whether a partition could add meaningful capacity
  - Finally, reviewed findings with library staff to see if a compelling business case can be made

# MORGAN HILL PARTITION WALL



- Room is comparable to Orchard Room in capacity (92 vs. 100)
- Designed to accommodate a Modern Fold partition wall
- Uniquely split 2/3 : 1/3 to accommodate a smaller group and larger one simultaneously

# FREMONT MAIN LIBRARY:



- The Fukaya Room is roughly double the capacity of the Orchard Room, serving as the major community center for the City of Fremont.
- Originally built with the Huffcor partition wall as part of the design. Note how the wall hides within hidden closets when not in use.

# BOTH LIBRARIES INTERVIEWED CITED BENEFITS OF A PARTITION WALL FOR THEIR LIBRARY

- Morgan Hill (Heather Geddes, Community Librarian):
  - ‘We’re happy with the split. We were splitting the room several times per week (pre-COVID)—sometimes to accommodate two programs and sometimes because a program like storytime worked better in a divided room
  - ‘For example, our toddler program would happen on the larger side (2/3:1/3 split) and then at the end they could move to the smaller side for playtime.’
  - ‘The partition is holding up well, and it’s original to the building (2007). It has required some repair and maintenance, however’
- Fremont Main Library (Brian Edwards, Manager):
  - ‘Pre-pandemic, we were using the partition daily or even multiple times per day’
  - Very happy with these doors. Can move the wall with just one person. Very high quality compared to other doors I’ve had experience with at Dublin and the prior system at Fremont Main. Hasn’t gotten stuck once, and I’ve been Division Director since 2016.’

## ARRIVING AT A RECOMMENDATION:

### Estimated Cost = \$90K

- \$40K for partition wall, including installation
- \$50K Construction modifications—estimated by vendors to be 100% of product cost (so used highest estimate)

Vs.

### Benefits

- Provide space for more but smaller groups
  - How overbooked is the Orchard Room?
  - When booked, is it to more than 50% capacity?
  - How often do library programs & public meetings get crowded out for other needs?

Vs.

### Alternative Needs

- What other projects could be funded for \$90K?
- Would those provide greater value to the community than more meeting space?



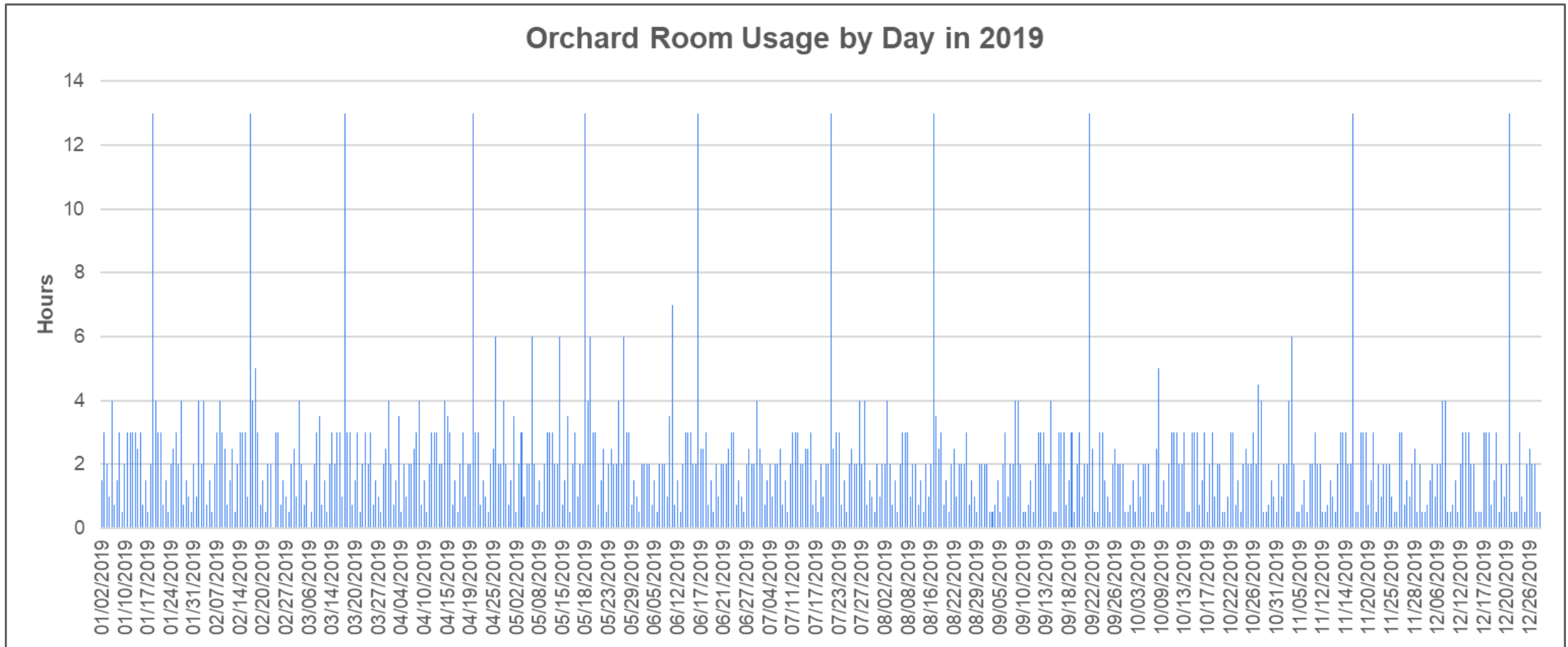
# AT THIS TIME, DIFFICULT TO RECOMMEND INSTALLING A PARTITION WALL IN THE ORCHARD ROOM

- Calendar data analysis does not show a huge opportunity for a partition to add useful capacity
  - Library programs make up the vast majority of hours booked—therefore, these programs do not appear to be crowded out by rentals or other purposes
  - Furthermore, adding library programs would not be constrained by room capacity—rather it would be library staff who could lead such activities
- Library Staff raised concerns about the value of a partition wall relative to other projects, as well as some potential complications
  - ‘Would be useful, but can’t see it being of a greater value vs. other competing projects for funds—e.g., outdoor/indoor patio addition’
  - “Just now getting back to normal...would hate to disrupt activities in order to modify the room for a partition”
  - “Would require modifying the room just to keep functionality (e.g., HVAC, lighting and AV controls), and the partition only serves to divide room capacity. The outdoor/indoor project would actually add capacity’
  - “If we had it, I’m sure we would use it, but...”



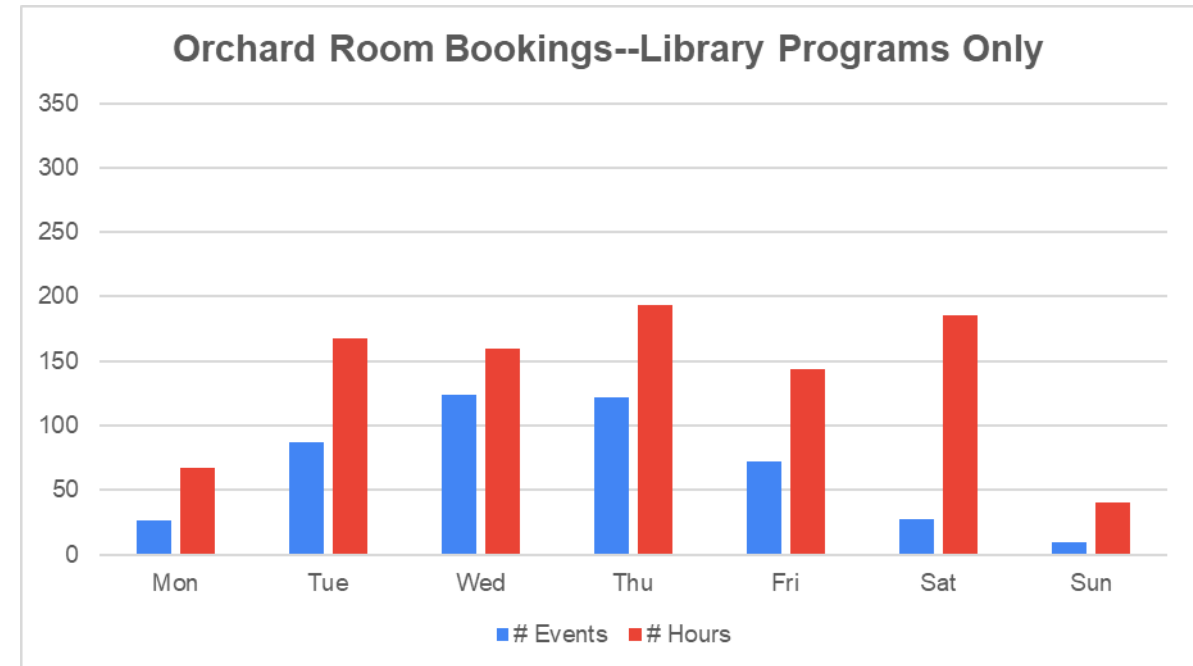
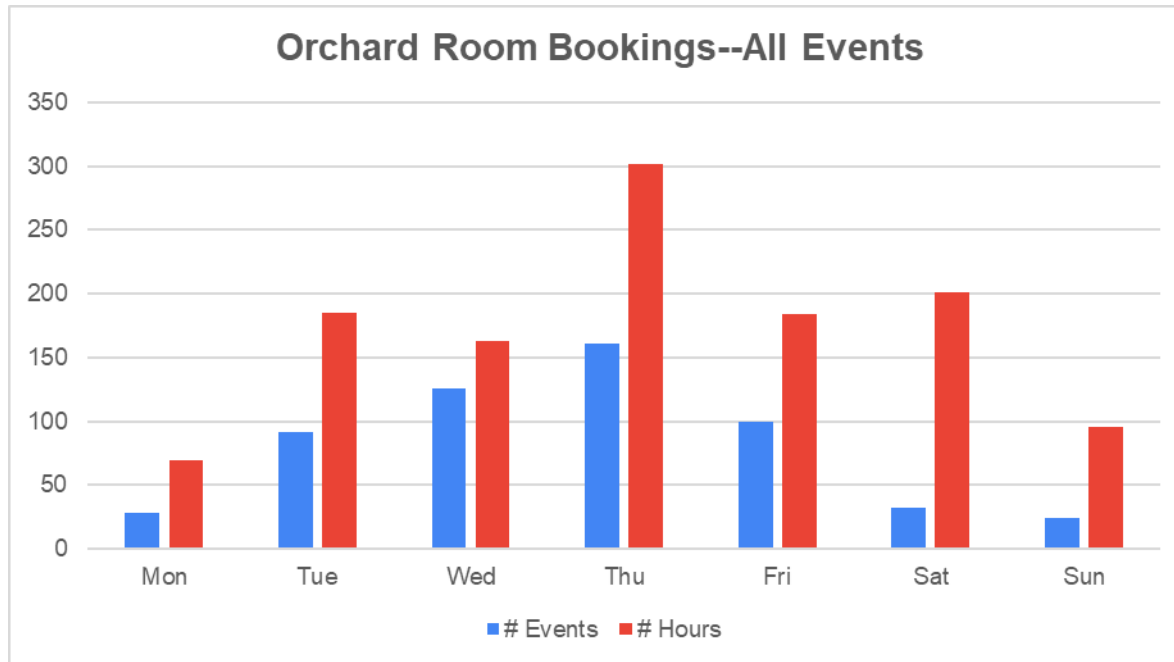
# **BACKUP**

# THE ORCHARD ROOM IS A HEAVILY UTILIZED LIBRARY RESOURCE



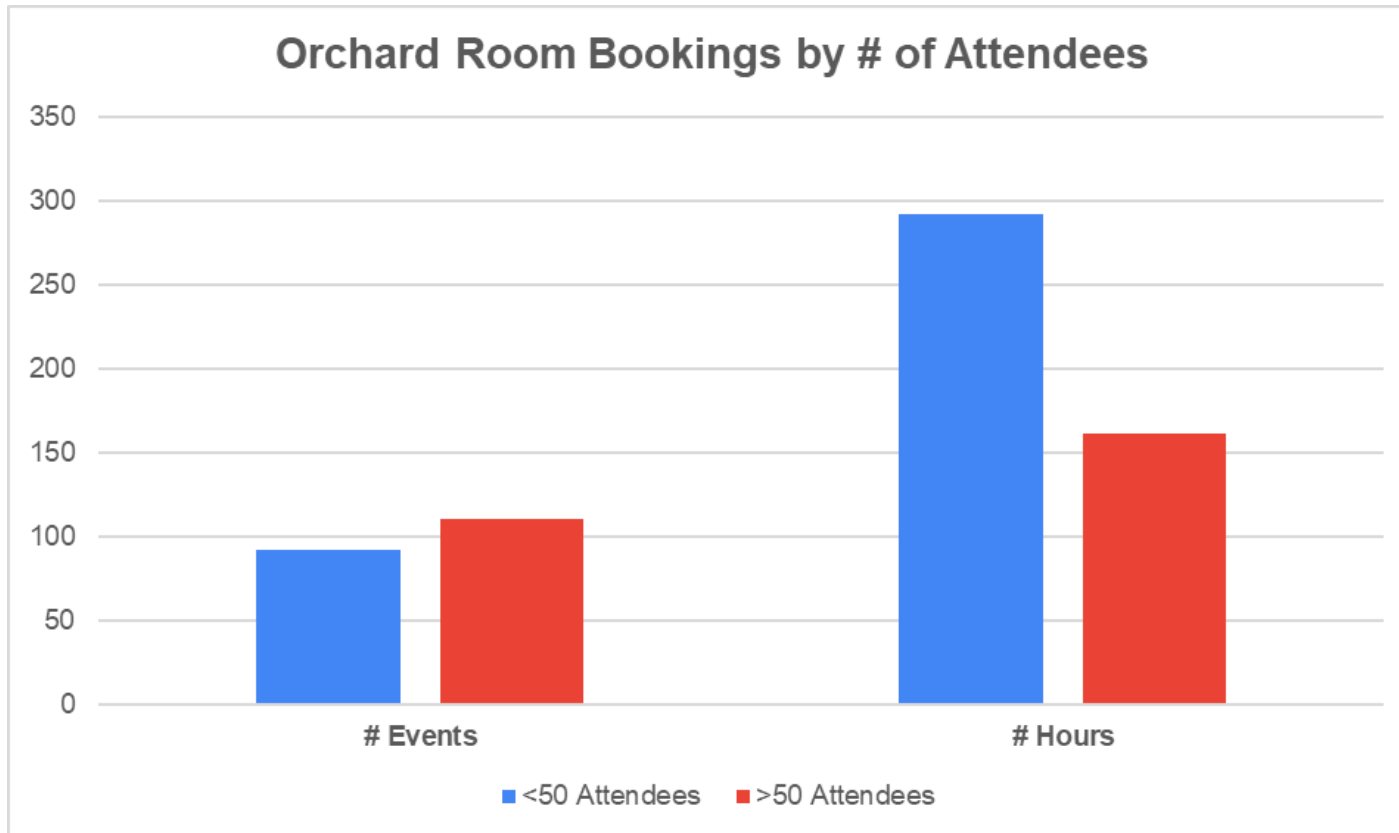
- Orchard Room bookings for all of 2019 included 563 events and ~1,200 hours
- 2019 Library Calendar encompassed 837 events and 1,580 hours

# LIBRARY PROGRAMS MAKE UP THE VAST MAJORITY OF EVENTS AND HOURS IN THE ORCHARD ROOM



- Library Programs represent 83% of all Events booked and 80% of Hours
- Mon-Wed and Saturday bookings are 90%+ Program hours
- Both Saturday and Sunday are used to accommodate longer events
- Rentals take place only Friday-Sunday, mostly on Sunday

# APPROXIMATELY HALF OF ORCHARD ROOM EVENTS COULD HAVE BEEN ACCOMMODATED WITH A PARTITIONED ROOM—ALLOWING FOR ADDITIONAL BOOKINGS, IF NEEDED



- Slightly more than a third of Orchard Room bookings had attendance data so used that for analysis
- 92 events with fewer than 50 people accounted for 290 hours...
- ...while those with more than 50 people accounted for 110 events and 160 hours
- In summary, a little less than half of events but about two-thirds of hours could have been accommodated with a partitioned room—allowing for other groups and events

## COMPARISON OF THREE VENDORS:

	Hufcor	Moderco	Modern Fold
Experience	<ul style="list-style-type: none"> <li>• Founded in 1900</li> <li>• Acquired by private equity in 2017</li> </ul>	<ul style="list-style-type: none"> <li>• Founded in 1984</li> <li>• Family owned</li> </ul>	<ul style="list-style-type: none"> <li>• Founded in 1925</li> <li>• Acquired by dormakaba, a Swiss company in 2015</li> </ul>
Headquarters	<ul style="list-style-type: none"> <li>• Dallas, TX</li> <li>• Manufactured in Monterrey, Mexico</li> </ul>	Boucherville, Quebec, Canada	Greenfield, IN
Local Installation Examples	<ul style="list-style-type: none"> <li>• Fremont Main Library</li> <li>• US Bank, Santana Row</li> </ul>	<ul style="list-style-type: none"> <li>• Morgan Hill Library</li> <li>• Apple, Sunnyvale</li> </ul>	<ul style="list-style-type: none"> <li>• San Jose Convention Center</li> <li>• Twitter HQ</li> <li>• UCSF Telemedicine</li> </ul>
Leadtime	14-16 weeks total	10-12 weeks + transportation time	7-9 weeks total
Estimated Cost for Orchard Room (partition wall only)	\$38K total \$30K product + \$8K install	\$40K-50K total	\$31K total
Local Distributor & Representatives interviewed	BT Mancini David Fan, David Sanchez	Commercial Systems Jeff Miller	Partition Specialties, Inc. Ken Dellinnger

# EXPANDED OUTDOOR PATIO AT WOODLAND

1. PROPOSED LOCATION FOR EXPANDED PATIO
2. ILLUSTRATION OF PEA GRAVEL LAND COVER AND TABLES
3. OUTDOOR READING AREA AT A LIBRARY







