

LIBRARY

**Infrastructure Committee
Main Library – Dowd Learning Studio
Monday, April 18th, 2016 – 3:30p.m.**

Trustees:

Rob Harrington
Leland Park

Library Staff:

Frank Blair – Director of Technology & Operations	Dana Eure – Assoc. Director of Lifelong Learning
Peter Jareo – Associate Director of Operations	Angie Myers – Library Finance Director
David Singleton – Director of Libraries	Donovan Craig – Library Administration
	Julie Ward – Location Manager, West Blvd

County Staff:

Jacqueline McNeil, Property Manager, County AFM

Documents:

Infrastructure Meeting Report – 3/7/16

Donovan Craig to take notes

Absent: Lee Keesler - CEO

AGENDA

Welcome/Approval of March 7th, 2016 Meeting Report

- West Blvd
 - A request for a \$4.7 M renovation and 4000 SF expansion of West Blvd to 16,000 SF was submitted in 2013, and subsequently approved as part of a five year capital improvement project to start in the current fiscal year
 - In 2015, County approved capital ordinance for starting the renovation and expansion West Blvd Library in the current fiscal year.
 - Also in 2015, the County Manager presented to the BOCC an initiative called “Bringing Mecklenburg County To You”, which expands access to services across the County and meets customers where they are. The model creates a system of "Community Resource Centers" that provide a continuum of County services at a single location.
 - The process will take at least five years to complete. During that time, we will seek input from employees and the community on how to maximize these centers, but it is very likely that one of them will be on the West Blvd. Corridor.
 - This provides an opportunity to re-locate and expand the West Blvd. Library rather than renovate and expand the existing Library.
 - If possible, we would like to reserve some of the \$4.7 M for upgrades to the technology at West Blvd to extend its usefulness, and, and also funds to begin program planning for the new West Blvd.
 - Conversation with County at the staff level, to determine what action needs to be taken

- Berewick Land Swap
 -
 -
- Payment Card Industry Data Security Standards (PCI-DSS) Gap Analysis
 - When we merged IT functions with County, IT security was one of the functions for which Mecklenburg County ITS assumed responsibility.
 - Last year, at our request, County budgeted funds in the current fiscal year, for a consultant to perform a gap analysis of our compliance with the data security standards for taking credit card payments
 - This request was not a result of any event or breach, but rather a response forthcoming changes in regulations.
 - Agio is the firm selected and has performed similar work for County in past
 - Qualified Security Analyst (QSA) will be on site all week next week doing interviews with staff from all sectors of the Library.
 - Typically, such analyses identify areas in policies and procedures, staff training, or hardware or IT systems that need to addressed. We fully expect to have to address items in all three of these areas.
 - The deliverable, a report on the Library's compliance with current PCI standards, will also include a recommended roadmap to compliance.
- Automated Materials Handling (AMH) Contract
 - The County procurement office issued an invitation to bid on an automated materials handling system for the Morrison renovation.
 - Four bids were received and are being evaluated
 - Contract will need to be approved by the Board at the May Board meeting

- Public/Private Partnerships
 - Four ways to build a new library:
 1. CIP – design-bid-build or CM@Risk;
 2. commercial lease with Tenant Improvement Allowance and some capital for upfit;
 3. public/public partnerships, and
 4. public/private partnerships.

We are going to talk about public/private partnership
 - One way not to build a new library – build-to-suit
 - Over the past months, developers have been contacting me about the possibility of partnerships that involve placing a Library in a development they are contemplating.
 - Entities are diverse, but include commercial real estate developers, and non-profit development corporations.
 - In three cases, the development is in an area where we need a Library, according to the 2009 master plan.
 - The request comes in as are request for a partnership, or a build-to-suit proposal.
 - According to the 2013 legislation, as outlined in the 'recommended reading I sent you last week, a public/private partnership tends to assume that the local government entity is holding the property
 - The statute requires
 - Governing Board adopts a written finding of a critical need
 - Preparation of a building program, which is then used to
 - Issue an RFQ
 - Receive and evaluate responses. Negotiations with multiple respondents is possible
 - Development contract awarded in an open meeting
 - Specificity in the contract to address HUB, financing, and other requirements
 - Overall, the commercial lease option is much simpler and less burdensome to adopt, however, the more input we want to have into the design of a new building, the more likely it is that the P3 regulations kick in.
 - Should we determine that it is in the best interest of the Library to use a P3, I wanted to review the requirements and hear questions.

- May 16 presentation to Board of Trustees on Library Distribution Network

- Other Business

Close

Upcoming

Infrastructure: May 2 nd , 2016	Main Library
<i>BOT Meeting: May 16th, 2016</i>	<i>Main Library</i>
Infrastructure: June 13 th , 2016	Main Library
<i>BOT Meeting: June 27th, 2016</i>	<i>Freedom Park</i>