

PAGE 01 PROJECT OVERVIEW

WHAT WE CAN DO

We want to provide our patrons with an accessible and usable space for research and study



This proposal outlines the goals and reasons behind developing a more user friendly space as well as a proposed timeline for renovation, a listing of supplies and the rational behind each option PROJECT OVERVIEW PAGE 02

CURRENT LIBRARY SPACE

There has been a lot of history of the OAM library. It was once held in the the old FAA building, but once condemned all the library materials were hastily moved into the space that currently hold the library.

Due to the rush to move the collection it was not moved in an orderly fashion. The books seem to have been thrown onto shelves where ever they would fit. As time wore on the space just became another storage room, closed off to the public and to the curious researcher.

Over the past few years there has been a resurgence in the library volunteers. An inventory, and classifications project has been underway to reorganize the library and hopefully the other artifacts (posters, blueprints and archival materials) along the way

RENOVATION GOALS

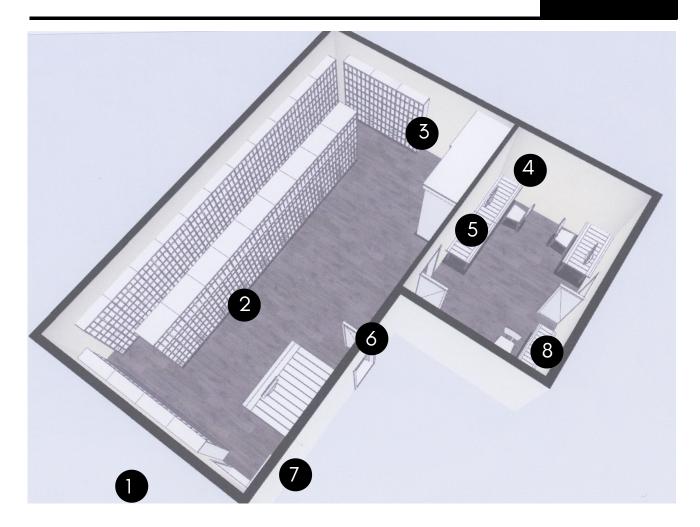
The goals of the renovation are to create a welcoming and open space for museum patrons and researchers. One that is not only organized and ADA friendly, but also a modular space that can be reconfigured depending on the needs of the patron, researcher, or collection staff and volunteers.

PAGE 03 DESIGN CONCEPT

PROPOSED REDESIGN



DESIGN CONCEPT PAGE 04

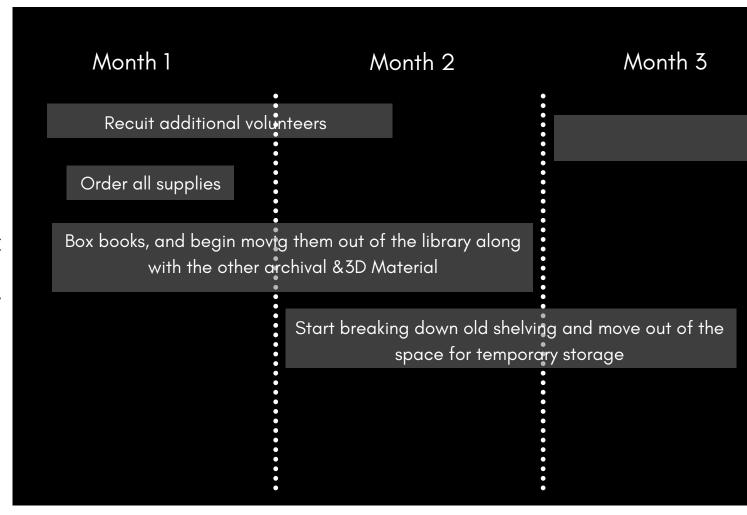


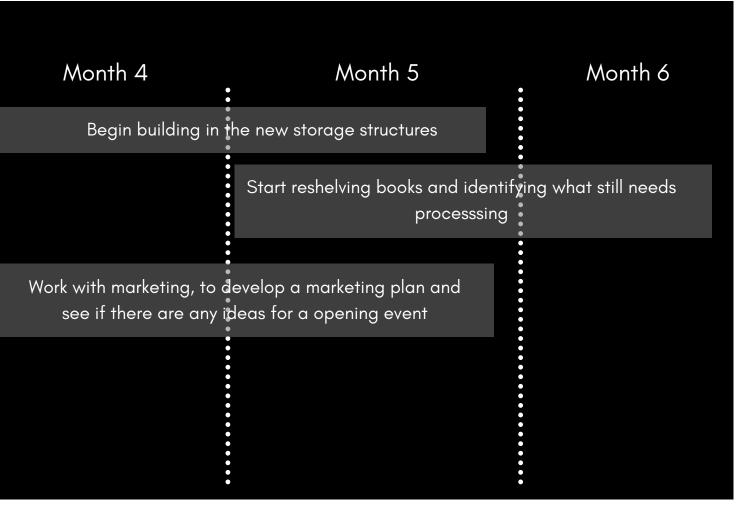
REDESIGN ELEMENTS

- 1 Manual & Historical Library Collections
- 2 General Library Collection
- 3 Boxed Archival Collections
- 4 Currently Art & Flat Files
- 5 New Flat Files
- 6 Open space for tables and programs
- 7 Research Room Volunteer Station
- 8 Reconfigured Office Space

PAGE 7 PROJECT TIMELINE

TIMELINE





PAGE 09
BUDGET

COST BREAKDOWN

		•	•
Steel Cantilever Flat Library Shelving - Double	\$503.99	9	\$4,535.91
Canopy Tops for Steel Shelving - Double	\$94.99	9	\$845.91
End Panels for Steel Shelving – Double	\$174.99	2	\$349.98
Steel Cantilever Flat Library Shelving - Single	\$350.99	18	\$6,317.82
Canopy Tops for Steel Shelving - Single	\$53.99	18	\$971.82
End Panels for Steel Shelving - Single	\$104.99	6	\$627.76
Sliding Dividers for shelving	\$6.69	50	\$334.50
Steel Drawer Flat File	\$1,639.99	2	\$3,279.98
20 Compartment Roll Storage	\$92.15	• • 4	\$368.60
Mobile Tilt-Top table (30 x 42 x 20)	\$689.99	4	\$2,759.96
Mobile Tilt-Top table (30 x 60 x 30)	\$789.99	4	\$3,159.96
Martin Contemporary Desk	\$1,689.99	• 1	\$1,689.99
Slatwall Display Wood Panels &accessories	\$244.99+	1	\$244.99+
Kik Step Stools	\$69.99	3	\$209.97
Laptop Charging Cart (8 capacity)	\$1,019.99	• 1	\$1,019.99
Dell Inspiron 2-in-1 Touch Screen Laptop	\$649.99	• • 3	\$1,949.97
Logitech Optical Mouse	\$12.99	5	\$64.95
Dell Inspiron 28.3" touch-screen All-In-One	\$579.99	2	\$1,159.00
Logitech Wireless Mouse and Keyboard	\$22.99	• <u> </u>	\$45.98
Past Perfect Network Upgrade (6–10)	\$900	<u> </u>	\$900
Microsoft Office Business Premium	\$149.99	1	\$749.95
Epson Expression 12000 XL Photo Scanner	\$3,292.49	• 1	\$3,292.49
Lexmark Wireless Laser All-In-One Printer	\$378.99	· · · · · · · · · · · · · · · · · · ·	\$378.99
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SUPPLY RATIONAL



STEEL CANTILEVER FLAT LIBRARY SHELVING

New library shelving would replace the ones currently in the library. Currently all shelves are double sided which does not allow us to best use the space in the library.

Also these shelves are taller which allow us to have a few extra shelves to grow our collection / move the manuals currently stored in the restoration shop into the library.

https://www.demco.com/demco-reg-steel-cantilever-flat-library-shelving-double-faced

STEEL DRAWER FLAT FILES

When you first walk into the library one of the first things you might notice are the boxes upon boxes of documents stored above the library shelves. We have currently maxed out the two flat files that we currently have in the storage space and for all the items to can be stored flat this is a perfect option.

https://www.demco.com/safco-reg-steel-drawer-flat-files





20-COMPARTMENT ROLL STORAGE

Some of those items stored about the library cabinet likely will not unroll, or may be damaged by trying to lay them flat in a flat file.

Having this rolled storage is another storage alternative, and is a cost effective solution to the rolled storage issue.

https://www.gaylord.com/Preservation/Textile-Preservation/Roll-Storage/Safco%26%23174%3B-20-Compartment-Roll-Storage/p/SF3081

SUPPLY RATIONAL



MOBILE TILT-TOP TABLES

We do not allow for research at this point in time due to the fact that we have no tables for researchers or patrons to read or work.

The two sizes listed in Tilt-top tables allow for the space to be converted based on the users needs, whether that be work space for a researcher, patron, or collections volunteer in processing. It also allows for the tables to be stored elsewhere should, in the future, there are programs run in the research room.

https://www.demco.com/virco-text-trade-mobile-tilt-top-tables

MARTIN CONTEMPORARY DESK

There is currently no space for a volunteer to work in the collection space. We specifically looked for a desk with an L-turn or that could be placed in such a way that the volunteer can keep an eye on the Research Room without having their back turned.

The desk would also allow for a print and/or scanner which will both be discussed on page 12.

https://www.demco.com/martin-contemporary-wood-desks





SLATWALL DISPLAY PANELS

This item is not necessary but could allow for an interesting display opportunities behind the volunteer desk to highlight archival collections, the Historical Library collection or the general library collection.

https://www.demco.com/demco-reg-slatwall-display-finished-panels

LINE ITEM EXPLAINATION PAGE 12

SUPPLY RATIONAL



LAPTOP CHARGING CART (8)

With the 3 new laptops along with the one already used in collections. it will be helpful to have a place to store them all as well as have an added layer of security.

https://www.demco.com/datum-laptop-charging-carts

INSPIRON 2-IN-1 TOUCH SCREEN LAPTOP

One of the biggest issues in collections right now is that we do not have the capacity for more volunteers. Having additional mobile stations will be to be benefit of the Department. It could also prove to be an interesting resource for researchers; rentals for an ID exchange.

https://www.bestbuy.com/site/dell-inspiron-2-in-1-15-6-touch-screen-laptop-intel-core-i5-8gb-memory-256gb-solid-state-drive-silver/6295913.p?skuld=6295913





INSIRON TOUCH-SCREEN ALL-IN-ONE

One of the biggest issues in collections right now is that we do not have the capacity for more volunteers.

https://www.bestbuy.com/site/dell-inspiron-23-8-touch-screen-all-in-one-amd-a9-series-8gb-memory-256gb-solid-state-drive-black/6334300.p?skuld=6334300

SUPPLY RATIONAL



EPSON EXPRESSIONS 12000XL

An additional high capacity scanner will be primarily used by the research room or collections volunteers for digitization projects. These types of projects seem to be those most sought by incoming volunteers and will help with the overall accessibility of the collection.

https://www.staples.com/Epson-Expression-12000XL-GA-Flatbed-Scanner-2400-dpi-Optical/product_IM18M5202

LEXMARK WIRELESS ALL-IN-ONE PRINTER

Another printer will be of use to the collections department, but the all-in-one capabilities of this unit means it could also be utilized by the public.

https://www.staples.com/Epson-Expression-12000XL-GA-Flatbed-Scanner-2400-dpi-Optical/product_IM18M5202





WD - MY BOOK 10TB HARD DRIVE

As project progress in collections things like scans (where initiated by collections or by researchers to provide better long term storage).

https://www.bestbuy.com/site/wd-my-book-10tb-external-usb-3-0-hard-drive-with-hardware-encryption-black/6252692.p? skuld=6252692

LINE ITEM EXPLAINATION PAGE 14

ADDITIONAL ITEMS LISED

Canopy Tops for Steel Shelving - Double / Single

https://www.demco.com/canopy-tops-for-demco-reg-steel-shelving

End Panels for Steel Shelving - Double / Single

https://www.demco.com/end-panels-for-demco-reg-steel-shelving

Sliding Dividers

https://www.demco.com/sliding-dividers-for-demco-reg-steel-shelving

Kik Step Stools

https://www.demco.com/cramer-reg-kik-step-reg-stools

Logitech Optical Mouse

https://www.bestbuy.com/site/logitech-m325-wireless-optical-mouse-silver/2577677.p?skuld=2577677

Logitech Mouse and Keyboard

https://www.bestbuy.com/site/logitech-mk320-wireless-keyboard-and-mouse-black/1294039.p?skuld=1294039

Past Perfect Network Upgrade (6-10)

https://www.museumsoftware.com/network.html

Microsoft Office Business Premium

https://www.bestbuy.com/site/office-365-business-premium-1-person-12-month-subscription-androidmacwindowsios/6278810.p?skuld=6278810