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COLLEGE OF THE DESERT LIBRARY COMPLEX
PROGRAMMING DOCUMENT : FEBRUARY 28, 2012

HMC Architects

APPROVAL OF: **PROGRAMMING**

BUILDING COMMITTEE MEMBERS:

_____

Carl Phillips, Dean   Date

_____

Tony DiSalvo, Dean   Date

_____

Chris Nelson, Coordinator   Date

_____

Claudia Derum, Librarian   Date

_____

Steve Renew, Director of Facilities   Date

CABINET MEMBERS:

_____

Jerry Patton, President   Date

_____

Edwin Deas, Vice President   Date

_____

Farley Herzek, Vice President   Date

_____

Adrian Gonzalez, Interim Vice President   Date

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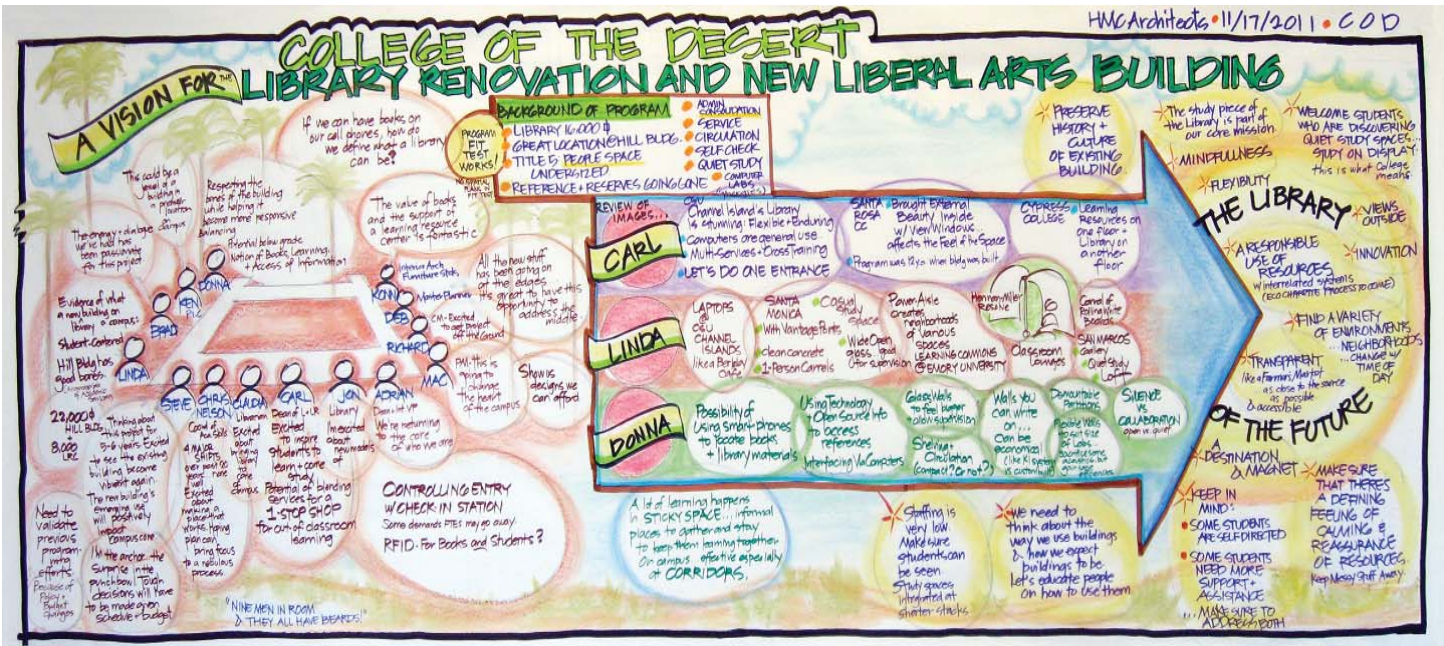SIGNATURE PAGE

CD (inside cover)

> Digital interactive (PDF) of this document in its entirety
> Digital interactive (PDF) photo survey of existing Hilb and context
> Digital version (PDF) of all Meeting Notes from this Program Phase

1

PROGRAM NARRATIVE

▲ *Graphic meeting notes from vision and goals session*

PROGRAM NARRATIVE: The Library Complex at the College of the Desert is an opportunity to renovate and revitalize the historic Hilb Building and define a vision for a new learning complex at the heart of the campus. The goal of this initial Programming Phase is to reaffirm the vision for the Library Complex.

The team collectively established that the Library Complex will:

- Offer a variety of flexible environments and include such elements as different types of furniture, furniture on casters, use of marker boards for collaboration, and space dividers.
- Create an inspirational space that presents supportive and nurturing learning environments for students.
- Accommodate two kinds of students: self-starters who are independent and those who need assistance and at times intensive support.
- Provide transparent services that are on display so as to make way-finding self-evident and allow easier supervision of spaces by Library Complex staff.
- Promote a sustainable response to its environment and make evident its sustainable uses so that the users and the campus staff understand the building.
- Possess a calming and focused experience so that study and out-of-class learning is facilitated. Noisy functions shall be located away from study areas and collaborative spaces zoned appropriately.
- Communicate the Hilb Building's historic image to the college and display that it has a unique sense of place.

The first stroke included a thorough understanding of existing conditions of the Hilb Building, its context, and an in-depth emersion into program requirements. This gave rise to a thoughtful analysis and exploration of the potential opportunities to augment and improve the functionality, access, performance, security, and the image of the Hilb Building Library Complex. We have examined preconceptions; we have tested and explored options; and we have collectively established the basis for moving forward into Schematic Design.
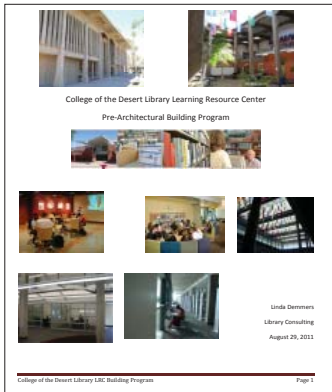
①
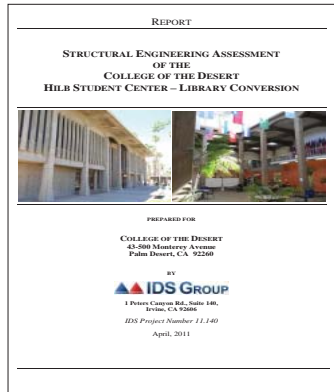
②

③

◀ *Our team assembled all existing recent and historical documentation relevant to the project to date. In addition to the As-Built drawings dated May 1, 1964, this information included, but was not limited to:*

① *Library Learning Resource Center Pre-Architectural Building Program for the College of the Desert, prepared by Linda Demmers Library Consulting, August 29, 2011*

② *IDS Group, Structural Engineering Assessment of the College of the Desert Hilb Student Center-Library Conversion, April, 2011*

③ *Khalifeh & Associates, Preliminary Evaluation of the Existing Mechanical System for Hilb Building at College of the Desert Palm Desert Campus, May 27, 2011*

④ *College of the Desert Site Infrastructure Improvement Drawings, May 15, 2007*
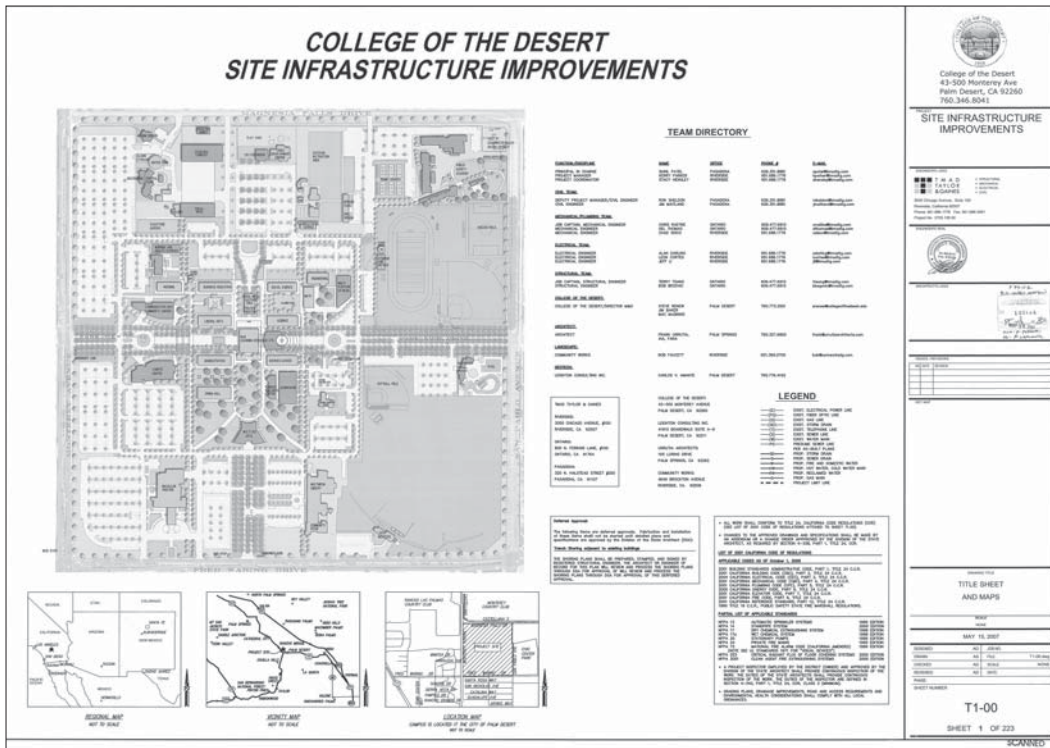
④

The documents illustrated above were reviewed and analyzed to set the stage for shared knowledge between members of the building committee and design team. We examined existing site conditions including site elevations, appropriate access considerations, and circulation patterns inside and outside the Hilb Building. We examined site utility entries and distribution of systems inside the building. Structural reports were reviewed with an eye toward understanding appropriate demolition requirements, structural deficiencies, and seismic upgrade requirements.

▲ *View inside Hilb Building demonstrates extent of natural light within the space, unidentifiable vertical circulation, and tight mezzanine level circulation.*

EXISTING main entrance for the Hilb Building is appropriately located on the west elevation of the building facing the plaza fountain and aligned with the campus' ceremonial front door. Three existing stairs located on the north, east, and south ends of the building provide access to three existing levels (Ground Floor, Basement Floor, and Second Floor Mezzanine) supported by a 15-foot column grid. Building utility chases in front of the north and south stairs are located directly above two mechanical rooms on the north and south end of the basement allowing for efficient mechanical, electrical, and plumbing distribution on the two floors above. The existing second floor mezzanine footprint is narrow and follows the perimeter of the existing exterior wall with inappropriately sized spaces for current academic standards. Circulation extends 360 degrees around the mezzanine to provide access to all perimeter spaces and allows for views down to the ground floor. Access to this mezzanine, however, is concealed from view on the ground floor by the previously mentioned utility chases in front of the stairs. This causes confusion to the visitor upon entry into the Hilb Building.

The quality of the double-height spaces between the mezzanine and the ground floor is enhanced by an existing clerestory at the Hilb Building roof. This clerestory inundates the mezzanine and ground floor levels with a halo of natural light and is one of the more attractive characteristics of the existing structure. The basement level consists of classroom, storage, and receiving spaces whose function is compromised by interior columns that inconveniently intervene on the interior of each space. Current program in the basement will be relocated allowing this space to be fully utilized and 'owned' by the Library Complex.

▶ *Ground floor plan diagram indicating west main entrance and circulation paths to three existing stairs visually inaccessible to the front entry.*
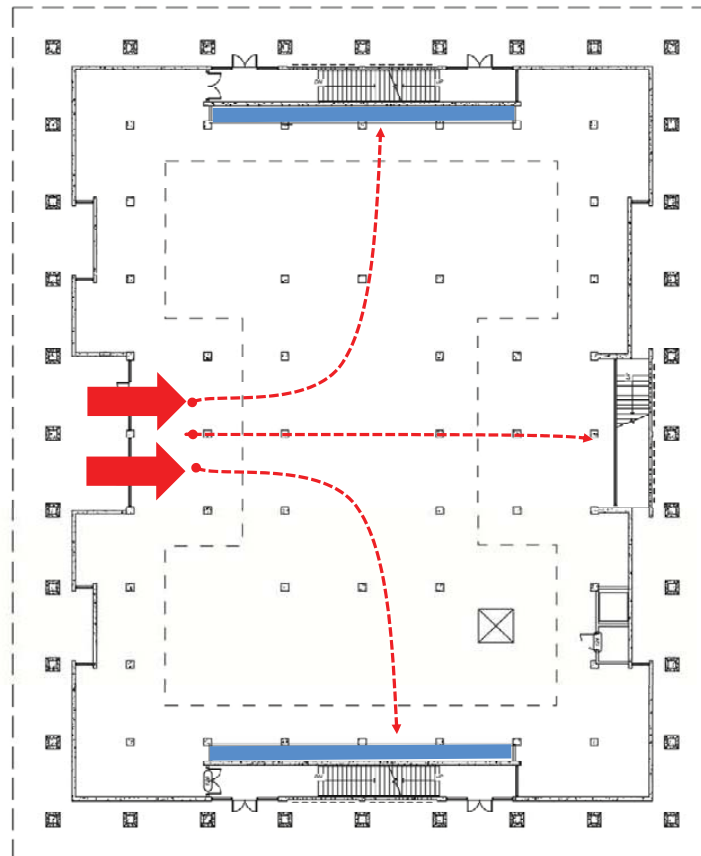
HILB ANALYSIS : OBSERVATIONS + EXPLORATIONS + **(transformation)**

The existing Hilb Structure provides the College and the Library Complex with a promising canvas for the re-insertion of the College's library program and consolidation of the learning resource center into a single well defined complex. Although some challenges exist, the existing structure offers many opportunities for enhancing and improving existing conditions and spatial relationships inside the building. Three major opportunities were observed and explored: provide central vertical circulation as a clear way-finding device, increase visual and light transparency between all floors, and maximize the mezzanine floor plate.

The double-height volume created by the open second floor mezzanine allows people and activity to be viewed between floors and allows the clerestory natural light to fill the mezzanine and ground floor levels. There is an opportunity to enhance visual connections and light transparency between all floors. As noted, all three existing stairs are concealed behind walls and provide way-finding challenges for faculty, students, and visitors entering the building for the first time. The opportunity to provide a central stair, visible and accessible from all floors, would allow vertical circulation between floors to be easily understood.

In order for the central stair to provide access to the basement level, a portion of the ground floor slab would require removal. The removal of a portion of the ground floor concrete slab would allow clerestory natural light from the roof to penetrate into the basement level, and would provide visual transparency between all three floors of the building.

① *Ground floor plan indicating location of new central stair (yellow outline) connecting all floors and immediately visible from the front door. Plan diagram also demonstrates replacement of east stair with light well to the basement (highlighted in yellow). Blue outline is the skylight above.*

② *View from entrance looking east. central stair is shown on the right side of the image*

③ *View from mezzanine looking down. Opening at mezsanine aligns with opening at clerestory above.*

①

②

③
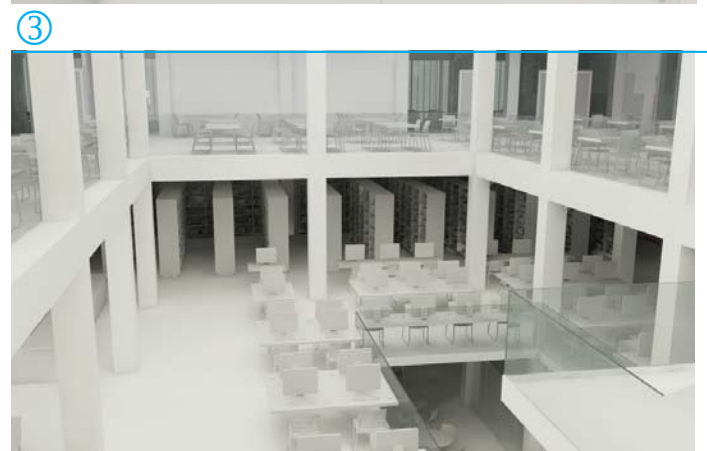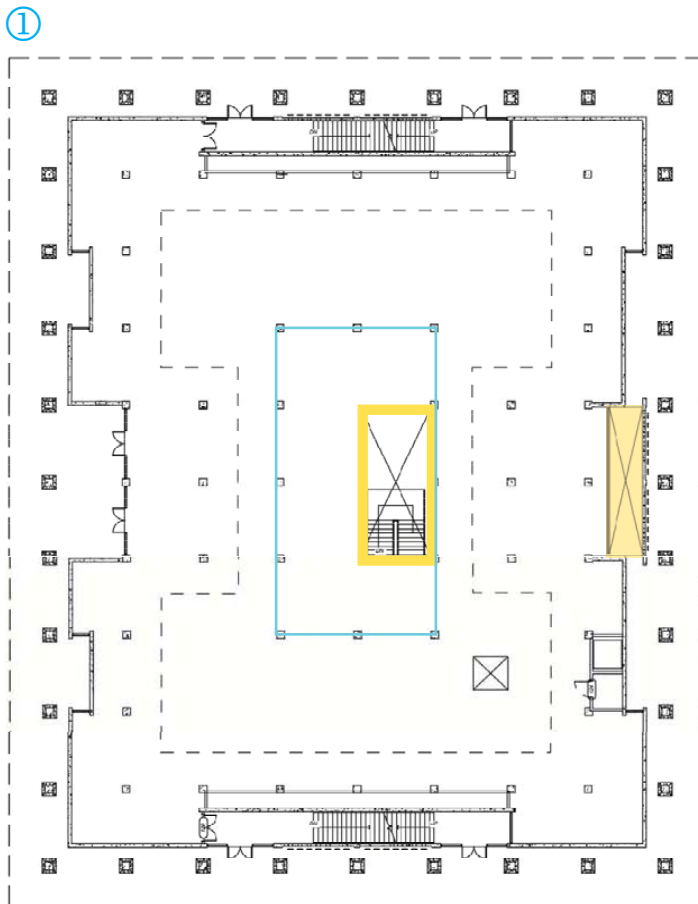
▲ *View looking north at existing Hilb Building west elevation*

By adding a new central stair, the existing stair along the east wall of the building can be removed. Removal of this east stair allows the opportunity for a light well to be created providing a significant zone of natural light penetrating deep into the basement.

Most of the interior spaces in the building are enclosed with non-bearing wall framed construction. These walls can easily be demolished on all floors. Removal of these non-bearing walls allows for visual transparency to be maximized at each floor. Program requiring private enclosed space can be located along the building's perimeter footprint with interior glass walls facing the center of each floor. These interior glass walls provide necessary acoustic privacy while maintaining and maximizing visual transparency at each floor. These interior glass walls also provide shared natural light deep into the library core.

The "Library Learning Resource Center Pre-Architectural Building Program" dated August 29, 2011 describes a need for 47,357 gross square feet. The existing Hilb Building provides 34,000 gross square feet. The current mezzanine level footprint is narrow in width between the exterior wall and the interior floor edge and only provides room for circulation and a single function to occupy its narrow width. We worked in tandem with Saiful/Bouquet Structural Engineers to explore opportunities for increasing the second level floor plate. The addition of four new columns at the ground floor and mezzanine levels would allow for new 18-inch by 24-inch concrete beams and an 8-inch floor slab appropriately sized to support 60psf (pounds per square foot) *(reference Saiful Bouquet diagram to below)*.

②

▲ *Link to Panoramic View from entrance*

③

▲ *Link to Panoramic View from mezzanine*

New 18"x24" concrete beam

2 Bay Buckling Restrained Brace FR. at ea corner

8" slab typ.
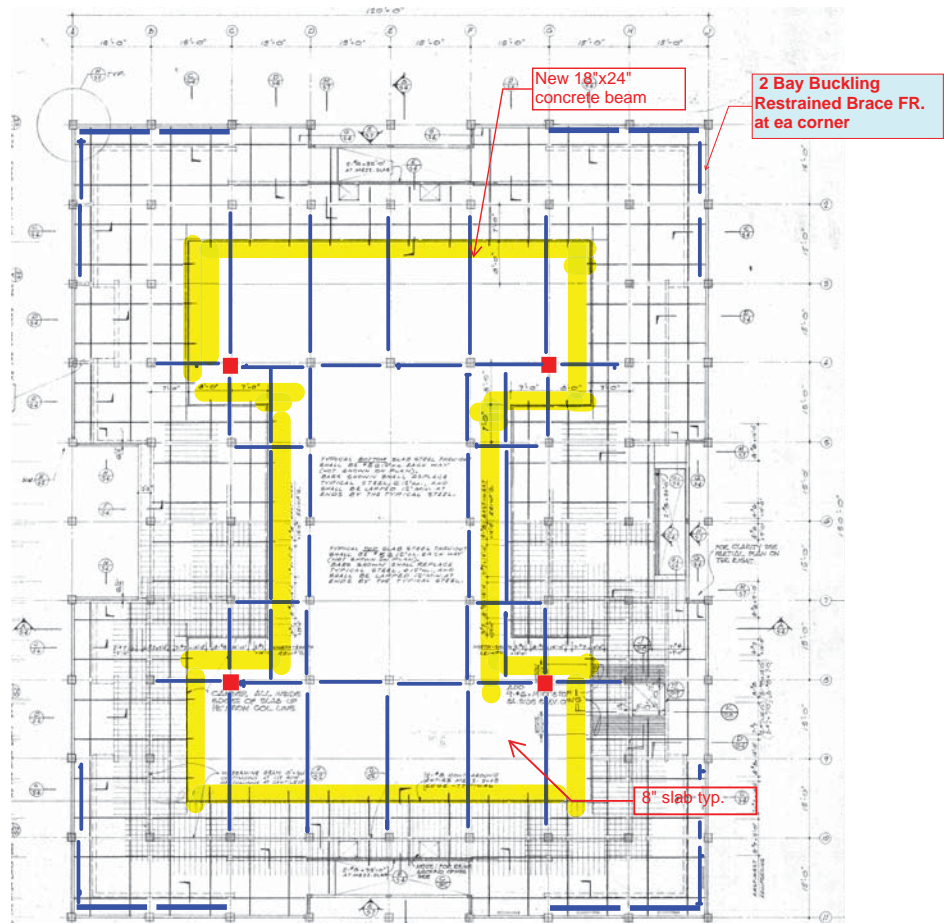
▲ *Saiful/Bouquet mezzanine plan diagram indicating existing floor edge (yellow), location of new vertical columns (red), and location of new horizontal framing members (blue) to achieve expanded floor plate.*

We are not proposing locating stacks on the mezzanine level as this would require 150psf loading. In order to support library stacks at 150 psf, additional analysis will need to be provided as this additional load may require significant foundation work. Some foundation work is already required and costs have been provided as noted in IDS Group, "Structural Engineering Assessment of the College of the Desert Hilb Student Center-Library Conversion", April, 2011. This document describes structural upgrades to the columns in the basement supporting the ground floor level beneath the library stacks.

To infill the mezzanine in alignment with the clerestory opening above, two of the columns (G-4 and G-8) will be within the basement footprint and will be supported by the existing basement columns. The columns at C-4 and C-8 will fall outside the basement footprint and will require new spread footings. This allows for the addition of 5,000 square feet of new space at the basement level and for the Library Learning Resource Center program to be maximized within the existing Hilb Building. A more in depth structural analysis will be required in the future phases to establish more detailed parameters.
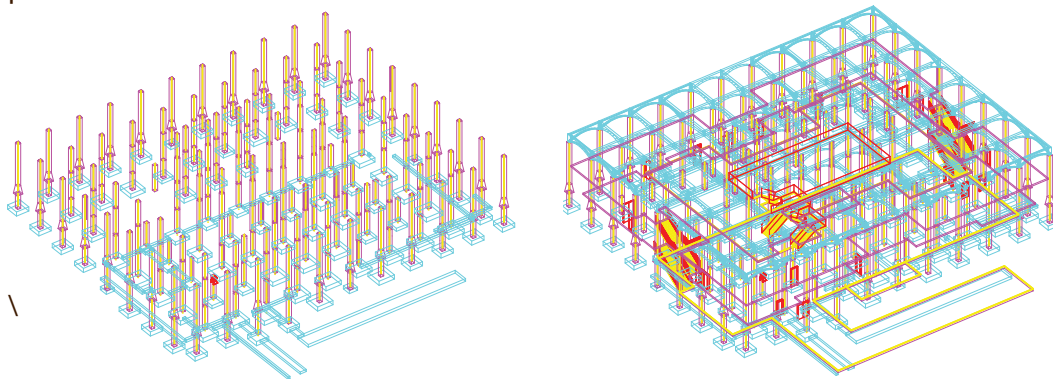
◀ *Views of 3-dimensional models demonstrating existing column, beam, floor and exterior concrete structure.*
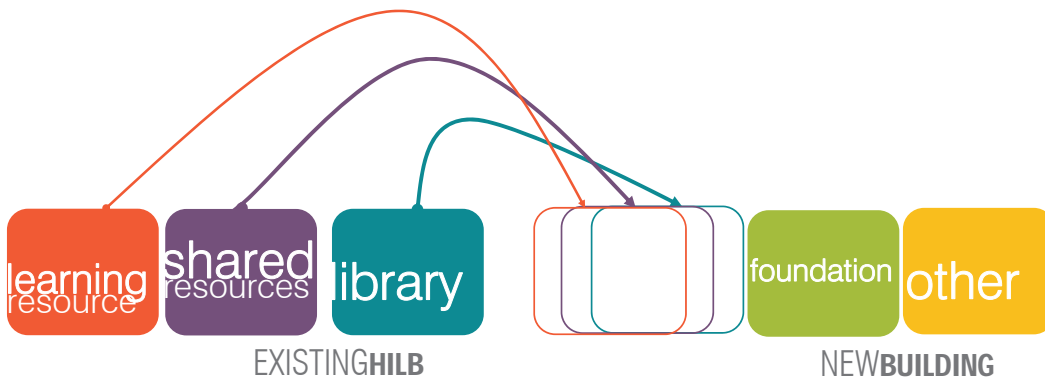
◀ *Diagram illustrating location of major program categories within Existing Hilb Building and New Building.*

TEST FIT: Translating the program from spreadsheet areas to actual furniture layouts within the existing Hilb and New Building required initial definition and allocation of areas in each.

The priority is to consolidate ALL student Library and Learning Resource Center spaces into the Hilb Building along with shared resource, administrative and support programs with essential adjacencies to student library and learning functions. Those Library, Learning Resource Center, and Shared Resources, without strong adjacency requirements to student learning are located in the New Building along with other programs such as the Foundation.

It should be noted that the furniture layouts in the test fit are generic and drawn to scale based on the furniture definitions in the "Pre Architectural Program" by Linda Demmers. Furniture Fixtures and Equipment (FF&E) specific manufacturer selections will be determined with the user group and administration in the next phase. The number of student stations may go up or down depending on the final selection and layout.

Two options were explored as part of the Test Fit for the existing Hilb Building.

Mixed Integrated Option 1 *(below)* distributed the Learning Resource programs at the basement and ground floors, Library programs on the ground and mezzanine floors, and Shared Resource spaces on all three floors.
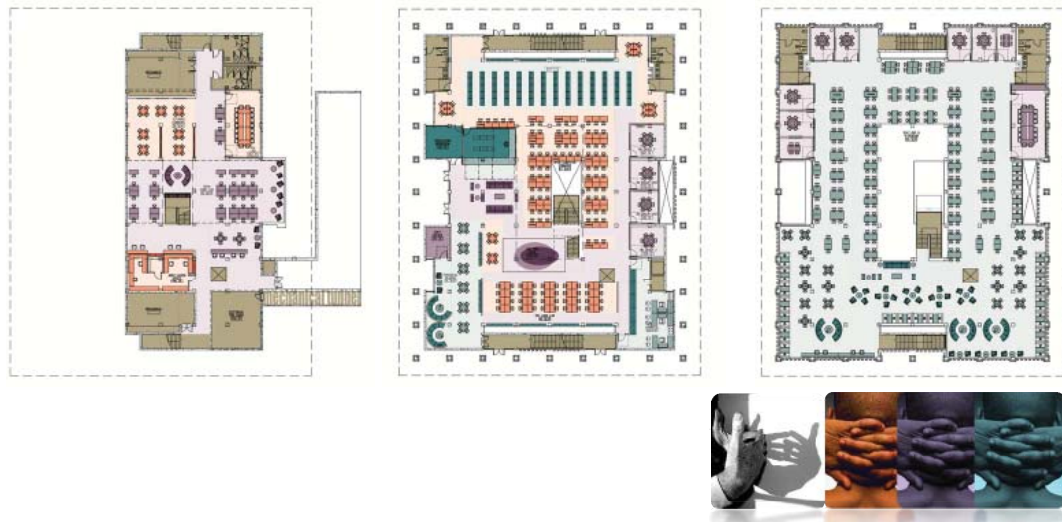
Layered Stacked Option 2 *(below)* located the Learning Resource Center at the Mezzanine Floor, Library on the ground Floor and basement floors and Shared Resource spaces on all three floors.
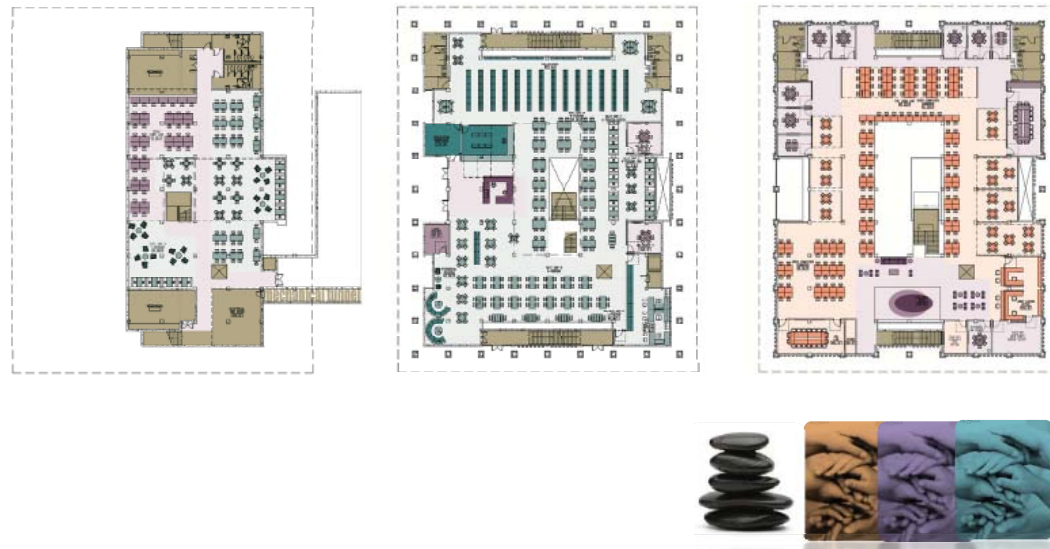
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PROGRAM TEST FIT

TEST FIT-MIXED INTEGRATED-Option 1:

Mixed Integrated Option 1 was preferred for its integrative approach to the distribution of program on all floors. Enclosed spaces requiring more acoustic privacy are placed along the perimeter of the building. Glass walls facing the interior of the floor plate maintain the visual transparency desired at each floor. Library and Learning Resource Center spaces are distributed with student learning in mind. There are several types of study spaces and learning spaces distributed on each floor. Private quiet spaces for deep focused concentration and more social spaces for interaction and shared learning are zoned in 'neighborhoods'.

Student spaces are prioritized at the stacked clerestory opening at each floor. Each floor is monitored by staff, tutors or librarians. These staff areas are generally located near or adjacent to the central stair so students have easy visual access to them and the staff has visual access to all areas of the library for security. The learning resource center is accessible to all students as are all the library functions. These functions are 'blurred' as the library and learning resource center becomes a learning and study complex for all College of the Desert students.

PROGRAM TEST FIT Section 2 graphically demonstrates Mixed Integrated Option 1 along with the recommendations and suggestions discussed on February 9, 2012 and notes received on February 22, 2012. Selected views from Option 1 are illustrated in SPACE VISUALIZATIION Section 3. Full annotated program is illustrated in PROGRAM SPREADSHEETS Section 4.

HMC Architects

BUILDING SPACE PROGRAM
College of the Desert
Library Complex - HILB BUILDING
2/9/2012

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Prog No.	Rm. No.	Room Type	DEPARTMENT Name of Space	EXISTING Bldg No.	Rm No.	# of Units	Stations	Space Type	ASF	PROPOSED Shared Use	# of Units	Stations	F.T. Staff	P.T. Staff	Space Type	ASF per Station	Program ASF	TOTAL ASF	NSF	HILB Building 1st Flr ASF	Mezz ASF	Basement ASF	Seat Count
A - LEARNING RESOURCE CENTER																							
1			COMMONS															4,718					
	1.1		Staff Supervision Office							-	1	-	-	-	PO		?	-		182			
	1.2	250	Open Computer Commons							-	1	80	?	?	OS		3,360			1,722			75
			Reading/Writing Lab	ASC	5 & 6	2	72	PO	2,610														
			Math/Science Lab	Math	4	1		PO	1,145														
	1.3	255	Technical Support Staff/Storage	-	-	-	-	-	-	-	1	-	-	-	PO		110	-			110	110	
	1.4	250	Tutoring and Study Commons	WA2	Mind	1	63	PO	1,832	-	1	40	-	-	OS	31	1,248					783	28
2			ASL LAB															500					
	2.1	250	ASL Lab	ASC	7D	1	?	PO	?	X	1	20	-	-	PO	25	500					462	18
3			ESL / LANGUAGE LAB															1,200					
	3.1	220	ESL / Language Lab	ASC	4	1	24	PO	1,294	X	1	40	-	-	PO	30	1,200				1,670		42
4			LRC/ASC ADMINISTRATION															515					
	4.1	310	ASC Assistant Office	ASC	2	1	-	PO	280		1	-	1	-	PO		115	-				110	
	4.2	310	Tutoring Joint Liaison Office	ASC	3	1	-	PO	151		1	-	1	3	PO		400	-				238	
			Tutor Coordinator's Office	ASC	7A	1	-	PO	203													238	
B - SHARED SPACES																							
5			GROUP STUDY AND TUTORING ROOMS															1,760					
	5.1	410	Small Group Tutoring 1	-	-	-	-	-		X	1	15	-	-	PO	20	300	-			488		16
	5.2	410	Small Group Tutoring 2	-	-	-	-	-		X	1	6	-	-	PO	-	175	-		221			6
	5.3	410	Small Group Tutoring 3							X	1	6	-	-	PO		175			203			6
	5.4	410	Group Study Room A	Lib	128	1	4	PO	120	X	1	6	-	-	PO	-	155	-			169		6
	5.5	410	Group Study Room B	Lib	129	1	4	PO	120	X	1	6	-	-	PO	-	155	-			171		6
	5.6	410	Group Study Room C	Lib	130	1	4	PO	120	X	1	4	-	-	PO	-	140	-			155		6
	5.7	410	Group Study Room D	Lib	108	1	10	PO	493	X	1	4	-	-	PO	-	140	-			155		6
	5.8	410	Group Study Room E	-	-	-	-	-		X	1	4	-	-	PO	-	140	-			155		6
	5.9	410	Group Study Room F	-	-	-	-	-		X	1	4	-	-	PO	-	140	-			155		6
	5.10	410	Group Study Room G	-	-	-	-	-		X	1	4	-	-	PO	30	120	-			121		4
	5.11	410	Group Study Room H	-	-	-	-	-		X	1	4	-	-	PO	30	120	-			141		4
	5.12	455	Tutoring Storage	-	-	-	-	-															
6			LIBRARY COMPUTER LAB															1,800					
	6.1	410	Open Computer Lab	Multi	127	1		PO	1,313	X	1	40	-	-	PO	45	1,800	-				1,035	34
7			EVENT SPACES															0					
8			EXHIBITION SPACES															0					
	8.1	620	Art Exhibition 1	-	-	-	-	-			1	-	-	-	OS	-	?	-					
9			SUPPORT SERVICES															420					
	9.1	255	Consultation Desk							X	1	-	3	1	OS	-	420			400			
	9.2	440	Copying/Print Center	Lib						X	1	-	-	-	PO	-	145	-		147			
10			FOOD SERVICES															0					
C - LIBRARY																							
11			LIBRARY CIRCULATION SERVICES															660					
	11.1	440	Library Circulation and Reserve								1	-	-	1	?	OS	-	239	-		431			
	11.2	455	Circulation Workroom								1	-	-	-	PO	-	271	-		182			
	11.3	440	Book Self Check Out Bay	-	-	-	-	-			1	2	-	-	OS	25	50	-		60			
	11.4		Internet Express																-		60			
	11.5		Laptop Self Check Out Bay								1	2	-	-	OS	50	100	-		100			
12			COLLECTIONS AND STUDY SEATING															10,630					
	12.1	420	Circulating Collections								1	-	-	-	OS	-	2,960	-		1,891			
	12.2	410	Seating Area A								1	80	-	-	OS	-	2,200	-			2,199		76
	12.3	410	Seating Area B								1	120	-	-	OS	-	2,950	-			2,733		126
	12.4	410	Seating Area C								1	144	-	-	OS	-	2,520	-		1,145	1,803	180	168
			DSPS Library Stations	Lib	133	1	2	PO	171		1	3	-	-	OS		-	-					
13			PERIODICAL READING AREA															1,222					
	13.1	410	Periodical Reading Area								1	42	-	-	OS	-	1,222	-		1,103			40
14			TECHNICAL SERVICES															700					
	14.1	440	Technical Services Workroom								1	-	4	-	PO	-	560	-		455			
	14.2	440	Shipping & Receiving								1	-	-	-	PO	-	140	-		207			
15			GENERAL BUILDING SERVICES															260					
	15.1	440	General Library Storage Room								1	-	-	-	PO	-	260	-		187			
16			FRIENDS OF THE LIBRARY															0					
D - LIBRARY/LRC MANAGEMENT																							
17			LIBRARY/ASC ADMINISTRATION															652					
	17.1	310	ASC Coordinator Office	ASC	7B	1	1	PO	132		1	-	1	-	PO	-	152	-		170			
	17.3	310	Librarian's Office A								1	-	1	-	PO	-	125	-			140		
	17.4	310	Librarian's Office B								1	-	1	-	PO	-	125	-			157		
	17.5	310	Librarian's Office C								1	-	1	-	PO	-	125	-			157		
	17.6	310	Librarian's Office D								1	-	1	-	PO	-	125	-			167		
18			STAFF SERVICES															282					
	18.1	650	Staff Lounge 1							X	1	12	-	-	PO	-	282	-		260			
E - FOUNDATION																							
19			FOUNDATION OFFICE SUITE															0					
F - OTHER																							
20			OTHER															0					
			Additional Seating																				37

Learning Resource Center
Library
Shared
Core

Hilb basement floor plan

► *Reference page 2-06/2-07 for full page basement floor plan layout and program identification*

Learning Resource Center
Library
Shared
Core

Hilb ground floor plan

►*Reference page 2-04/2-05 for full page ground floor plan layout and program identification*

Learning Resource Center
Library
Shared
Core

Hilb mezzanine floor plan

► *Reference page 2-08/2-09 for full page mezzanine floor plan layout and program identification*

GROSS SF: 36,800 sf
NET ASSIGNABLE SF: 25,319sf
TOTAL SEATS: 716

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				EXISTING						PROPOSED										HILB Building			
Prog No.	Rm. No.	Room Type	DEPARTMENT Name of Space	Bldg No.	Rm No.	# of Units	Stations	Space Type	ASF	Shared Use	# of Units	Stations	F.T. Staff	P.T. Staff	Space Type	ASF per Station	Program ASF	TOTAL ASF	NSF	1st Flr ASF	Mezz ASF	Basement ASF	Seat Count
A - LEARNING RESOURCE CENTER																							
1			COMMONS															4,718					
	1.1		Staff Supervision Office							-	1	-	-	-	PO		?	-		182			
	1.2	250	Open Computer Commons							-	1	80	?	?	OS		3,360			1,722			75
			Reading/Writing Lab	ASC	5 & 6	2	72	PO	2,610														
			Math/Science Lab	Math	4	1		PO	1,145														
B - SHARED SPACES																							
5			GROUP STUDY AND TUTORING ROOMS															1,760					
	5.2	410	Small Group Tutoring 2	-	-	-	-	-	-	X	1	6	-	-	PO	-	175	-		221			6
	5.3	410	Small Group Tutoring 3	-	-	-	-	-	-	X	1	6	-	-	PO	-	175	-		206			6
9			SUPPORT SERVICES																420				
	9.1	255	Consultation Desk							X	1	-	3	1	OS	-	420			400			
	9.2	440	Copying/Print Center	Lib						X	1	-	-	-	PO	-	145	-		147			
11			LIBRARY CIRCULATION SERVICES															660					
	11.1	440	Library Circulation and Reserve								1	-	1	?	OS	-	239	-		431			
	11.2	455	Circulation Workroom								1	-	-	-	PO	-	271	-		182			
	11.3	440	Book Self Check Out Bay	-	-	-	-	-	-		1	2	-	-	OS	25	50	-		60			
	11.4		Internet Express															-		60			
	11.5		Laptop Self Check Out Bay								1	2	-	-	OS	50	100			100			
12			COLLECTIONS AND STUDY SEATING																10,630				
	12.1	420	Circulating Collections								1	-	-	-	OS	-	2,960	-		1,891			
	12.4	410	Seating Area C								1	144	-	-	OS	-	2,520	-		1,145	1,803	180	168
13			PERIODICAL READING AREA																1,222				
	13.1	410	Periodical Reading Area								1	42	-	-	OS	-	1,222	-		1,103			40
14			TECHNICAL SERVICES															700					
	14.1	440	Technical Services Workroom								1	-	4	-	PO	-	560	-		455			
	14.2	440	Shipping & Receiving								1	-	-	-	PO	-	140	-		207			
15			GENERAL BUILDING SERVICES															260					
	15.1	440	General Library Storage Room								1				PO		260	-		187			
	17.1	310	ASC Coordinator Office	ASC	7B	1	1	PO	132		1	-	1	-	PO	-	152	-		170			
	18.1	650	Staff Lounge 1							X	1	12	-	-	PO	-	282	-		260			

14.1
TECH
SERVICES
455 SF

12.1
COLLECTIONS
146 SLV

207 SF

14.2

11.2
CIRCULATION
WORKROOM
182 SF

LIBRARY CIRC
RESERVE DESK
431 SF

11.1

11.3 11.4 11.5

5.2

SM TUTOR 2
221 SF

OPEN COMPUTER
COMMONS
75 SEAT

1.2

ASC COOR
OFFICE
170 SF

17.1

1.1
STAFF
SUPERVISION
OFFICE
182 SF

5.3

COPY
CENTER
147 SF

9.2

CONSULTATION
DESK
200 SF

LRC CIRC
DESK
200 SF

9.1

SM TUTOR 3
206 SF

13.1
PERIODICAL
READING
40 SEAT

STOR
187 SF

15.1

12.4

STAFF
LOUNGE
260 SF

M

18.1

W

Learning Resource Center

Library

Shared

Core

GROSS SF: 13,100 sf
NET ASSIGNABLE SF: 8,785sf
TOTAL SEATS: 169

0   8   16   32

N

Hilb ground floor plan

HMC Architects

BUILDING SPACE PROGRAM
College of the Desert
Library Complex - HILB BUILDING
2/9/2012

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

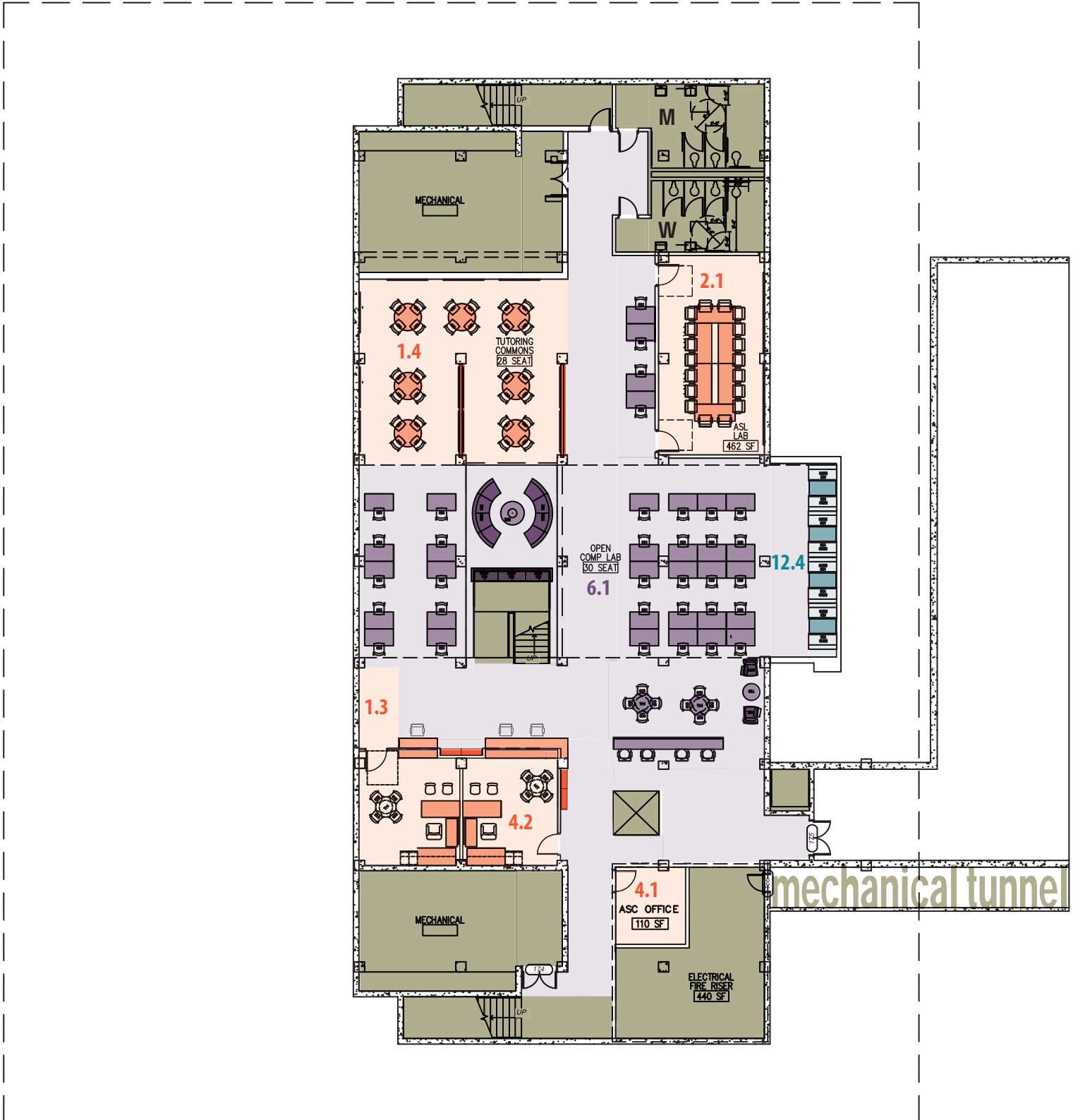| Prog No. | Rm. No. | Room Type | DEPARTMENT Name of Space | Bldg No. | Rm No. | # of Units | Stations | Space Type | ASF | Shared Use | # of Units | Stations | F.T. Staff | P.T. Staff | Space Type | ASF per Station | Program ASF | TOTAL ASF | NSF | 1st Flr ASF | Mezz ASF | Basement ASF | Seat Count |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | **EXISTING** | | | | | | | **PROPOSED** | | | | | | | | | **HILB Building** | | | |
| **A - LEARNING RESOURCE CENTER** | | | | | | | | | | | | | | | | | | | | | | |
| **1** | | | **COMMONS** | | | | | | | | | | | | | | | 4,718 | | | | |
| | 1.1 | | Staff Supervisor Office | | | | | | | | | | | | PO | | | | | | | | |
| | 1.2 | 250 | Open Computer Commons | | | | | | | | 80 | | | | OS | | 5,360 | | | 1,722 | | | |
| | | | Reading/Writing Lab | ASC | 3,3,E | | 72 | PO | 2,618 | | | | | | PO | | | | | | | | |
| | | | Math Tutoring Lab | NJB | 71 | | | PO | 1,445 | | | | | | | | | | | | | | |
| | 1.3 | 255 | Technical Support Staff/Storage | - | - | - | - | - | - | - | 1 | - | - | | PO | | 110 | | - | | | 110 | 110 |
| | 1.4 | 250 | Tutoring and Study Commons | WA2 | Mind | 1 | 63 | PO | 1,832 | - | 1 | 40 | - | - | OS | 31 | 1,248 | | | | | 783 | 28 |
| **2** | | | **ASL LAB** | | | | | | | | | | | | | | | 500 | | | | |
| | 2.1 | 250 | ASL Lab | ASC | 7D | 1 | ? | PO | ? | X | 1 | 20 | - | - | PO | 25 | 500 | | - | | | 462 | 18 |
| **3** | | | **ESL/ LANGUAGE LAB** | | | | | | | | | | | | | | | 1,200 | | | | |
| | 3.1 | 320 | ESL Language Lab | ASC | | | 24 | PO | 1,325 | X | 1 | 40 | - | - | PO | 30 | 1,200 | | | | 1,070 | | |
| **4** | | | **LRC/ASC ADMINISTRATION** | | | | | | | | | | | | | | | 515 | | | | |
| | 4.1 | 310 | ASC Assistant Office | ASC | 2 | 1 | | PO | 280 | | 1 | - | 1 | - | PO | | 115 | | | | | 110 | |
| | 4.2 | 310 | Tutoring Joint Liaison Office | ASC | 3 | 1 | | PO | 151 | | 1 | - | 1 | 3 | PO | | 400 | | - | | | 238 | |
| | | | Tutor Coordinator's Office | ASC | 7A | 1 | | PO | 203 | | | | | | | | | | | | | 238 | |
| **B - SHARED SPACES** | | | | | | | | | | | | | | | | | | | | | | |
| **5** | | | **GROUP STUDY AND TUTORING ROOMS** | | | | | | | | | | | | | | | 1,760 | | | | |
| | 5.1 | 410 | Small Group Tutoring 1 | - | - | - | - | - | | X | 1 | 15 | - | | PO | 20 | 300 | | | | 488 | | 15 |
| | 5.2 | 410 | Small Group Tutoring 2 | | | | | | | X | 1 | 6 | - | | PO | | 175 | | | 221 | | | |
| | 5.3 | 410 | Small Group Tutoring 3 | | | | | | | X | 1 | 6 | - | | PO | | 175 | | | 206 | | | |
| | 5.4 | 410 | Group Study Room A | Lib | 128 | 1 | 4 | PO | 120 | X | 1 | 6 | - | | PO | | 155 | | | | 169 | | |
| | 5.5 | 410 | Group Study Room B | Lib | 129 | 1 | 4 | PO | 120 | X | 1 | 6 | - | | PO | | 155 | | | | 171 | | |
| | 5.6 | 410 | Group Study Room C | Lib | 130 | 1 | 4 | PO | 120 | X | 1 | 4 | - | | PO | | 140 | | | | 155 | | |
| | 5.7 | 410 | Group Study Room D | Lib | 108 | 1 | 10 | PO | 493 | X | 1 | 4 | - | | PO | | 140 | | | | 155 | | |
| | 5.8 | 410 | Group Study Room E | - | - | - | - | - | | X | 1 | 4 | - | | PO | | 140 | | | | 155 | | |
| | 5.9 | 410 | Group Study Room F | - | - | - | - | - | | X | 1 | 4 | - | | PO | | 140 | | | | 155 | | |
| | 5.10 | 410 | Group Study Room G | - | - | - | - | - | | X | 1 | 4 | - | | PO | 30 | 120 | | | | 121 | | |
| | 5.11 | 410 | Group Study Room H | - | - | - | - | - | | X | 1 | 4 | - | | PO | 30 | 120 | | | | 141 | | |
| | 5.12 | 455 | Tutoring Storage | | | | | | | | | | | | | | | | | | | | |
| **6** | | | **LIBRARY COMPUTER LAB** | | | | | | | | | | | | | | | 1,800 | | | | |
| | 6.1 | 410 | Open Computer Lab | Multi | 127 | 1 | | PO | 1,313 | X | 1 | 40 | - | - | PO | 45 | 1,800 | | - | | | 1,035 | 34 |
| **7** | | | **EVENT SPACES** | | | | | | | | | | | | | | | 0 | | | | |
| **8** | | | **EXHIBITION SPACES** | | | | | | | | | | | | | | | 0 | | | | |
| | 8.1 | 620 | Art Exhibition 1 | - | - | - | - | - | | | 1 | - | - | | OS | | ? | | | | | | |
| **9** | | | **SUPPORT SERVICES** | | | | | | | | | | | | | | | 420 | | | | |
| | 9.1 | 255 | Consultation Desk | | | | | | | X | 1 | - | 3 | 1 | OS | | 420 | | | 400 | | | |
| | 9.2 | 440 | Copying/Print Center | Lib | | | | | | X | 1 | - | - | | PO | | 145 | | | 147 | | | |
| **10** | | | **FOOD SERVICES** | | | | | | | | | | | | | | | 0 | | | | |
| **C - LIBRARY** | | | | | | | | | | | | | | | | | | | | | | |
| **11** | | | **LIBRARY CIRCULATION SERVICES** | | | | | | | | | | | | | | | 660 | | | | |
| | 11.1 | 440 | Library Circulation and Reserve | | | | | | | | 1 | - | - | 2 | OS | | 239 | | | 431 | | | |
| | 11.2 | 455 | Circulation Workroom | | | | | | | | 1 | - | | | PO | | 271 | | | 182 | | | |
| | 11.3 | 440 | Book Self Check Out Bay | - | - | - | - | - | | | 1 | 2 | - | | OS | 25 | 50 | | | 60 | | | |
| | 11.4 | | Internet Express | | | | | | | | 1 | - | | | | | | | | 60 | | | |
| | 11.5 | | Laptop Self Check Out Bay | | | | | | | | 1 | 2 | - | | OS | 50 | 100 | | | 100 | | | |
| **12** | | | **COLLECTIONS AND STUDY SEATING** | | | | | | | | | | | | | | | 10,630 | | | | |
| | 12.1 | 420 | Circulating Collections | | | | | | | | 1 | - | - | | OS | | 2,990 | | | 1,591 | | | |
| | 12.2 | 410 | Seating Area A | | | | | | | | 80 | - | | | OS | | 2,200 | | | | 2,129 | | |
| | 12.3 | 410 | Seating Area B | | | | | | | | 120 | - | | | OS | | 2,950 | | | | 2,753 | | |
| | 12.4 | 410 | Seating Area C | | | | | | | | 1 | 144 | - | - | OS | | 2,520 | | - | 1,145 | 1,803 | 180 | 168 |
| | | | DSPS Library Stations | Lib | 133 | 1 | 2 | PO | 171 | | 3 | - | | | OS | | | | | | | | |
| **13** | | | **PERIODICAL READING AREA** | | | | | | | | | | | | | | | 1,222 | | | | |
| | 13.1 | 410 | Periodical Reading Area | | | | | | | | 42 | - | | | OS | | 1,222 | | | 1,103 | | | 44 |
| **14** | | | **TECHNICAL SERVICES** | | | | | | | | | | | | | | | 700 | | | | |
| | 14.1 | 440 | Technical Services Workroom | | | | | | | | 1 | - | 4 | | PO | | 560 | | | 459 | | | |
| | 14.2 | 440 | Shipping & Receiving | | | | | | | | 1 | - | | | PO | | 140 | | | 307 | | | |
| **15** | | | **GENERAL BUILDING SERVICES** | | | | | | | | | | | | | | | 260 | | | | |
| | 15.1 | 440 | General Library Storage Room | | | | | | | | 1 | - | | | PO | | 260 | | | 167 | | | |
| **16** | | | **FRIENDS OF THE LIBRARY** | | | | | | | | | | | | | | | 0 | | | | |
| **D - LIBRARY/LRC MANAGEMENT** | | | | | | | | | | | | | | | | | | | | | | |
| **17** | | | **LIBRARY/ASC ADMINISTRATION** | | | | | | | | | | | | | | | 652 | | | | |
| | 17.1 | 310 | ASC Coordinator Office | ASC | 7B | 1 | 1 | PO | 122 | | 1 | - | | | PO | | 152 | | | 110 | | | |
| | 17.3 | 310 | Librarian's Office A | | | | | | | | 1 | - | | | PO | | 125 | | | | 150 | | |
| | 17.4 | 310 | Librarian's Office B | | | | | | | | 1 | - | | | PO | | 125 | | | | 157 | | |
| | 17.5 | 310 | Librarian's Office C | | | | | | | | 1 | - | | | PO | | 125 | | | | 157 | | |
| | 17.6 | 310 | Librarian's Office D | | | | | | | | 1 | - | | | PO | | 125 | | | | 167 | | |
| **18** | | | **STAFF SERVICES** | | | | | | | | | | | | | | | 282 | | | | |
| | 18.1 | 650 | Staff Lounge 1 | | | | | | | X | 1 | 12 | - | | PO | | 262 | | | 260 | | | |
| **E - FOUNDATION/ADVANCEMENT** | | | | | | | | | | | | | | | | | | | | | | |
| **19** | | | **FOUNDATION OFFICE SUITE** | | | | | | | | | | | | | | | | | | | | |
| **F - OTHER** | | | | | | | | | | | | | | | | | | | | | | |
| **20** | | | **OTHER** | | | | | | | | | | | | | | | | | | | | |

M

W

2.1

1.4

TUTORING
COMMONS
28 SEAT

MECHANICAL

ASL
LAB
462 SF

OPEN
COMP LAB
30 SEAT

6.1

12.4

1.3

4.2

4.1
ASC OFFICE
110 SF

MECHANICAL

ELECTRICAL
FIRE RISER
440 SF

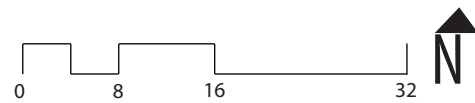*mechanical tunnel*
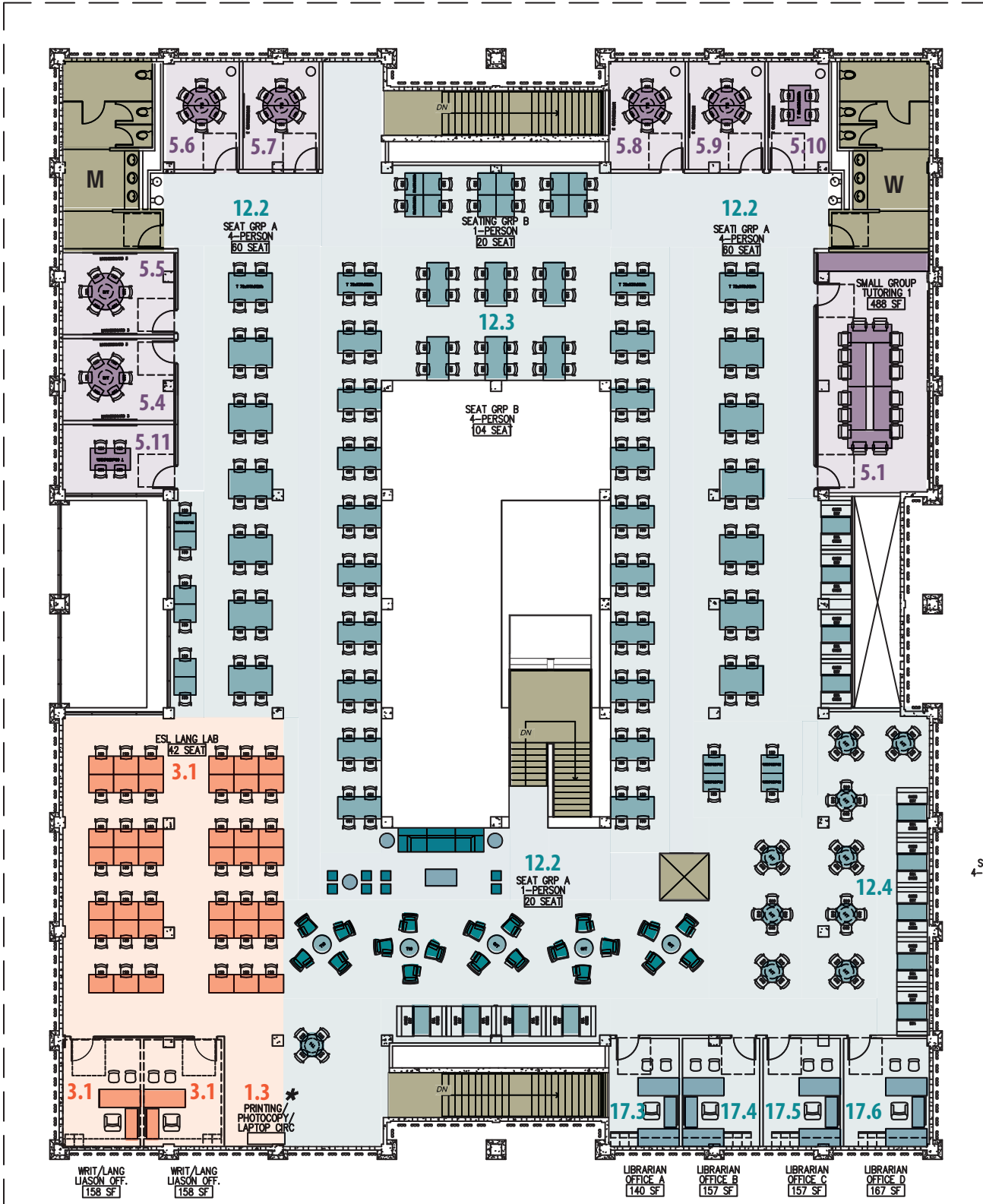
UP

Learning Resource Center
Library
Shared
Core

GROSS SF: 9,000 sf
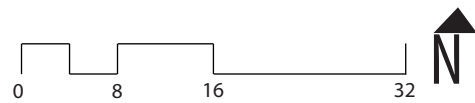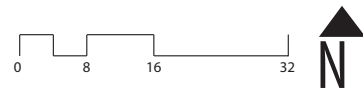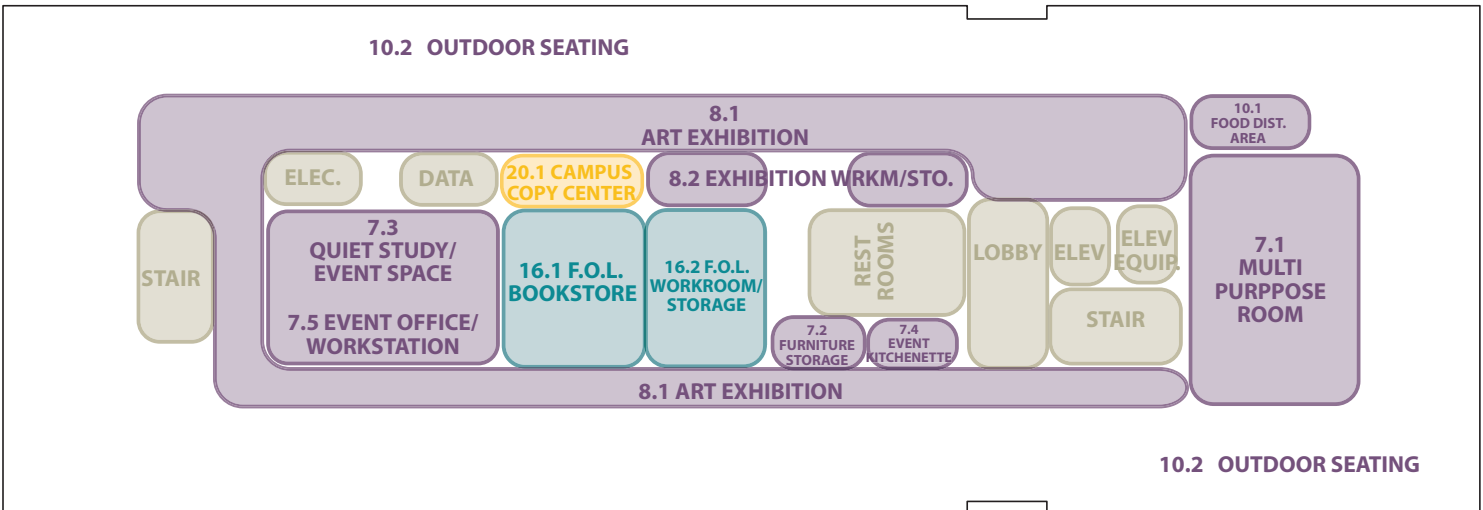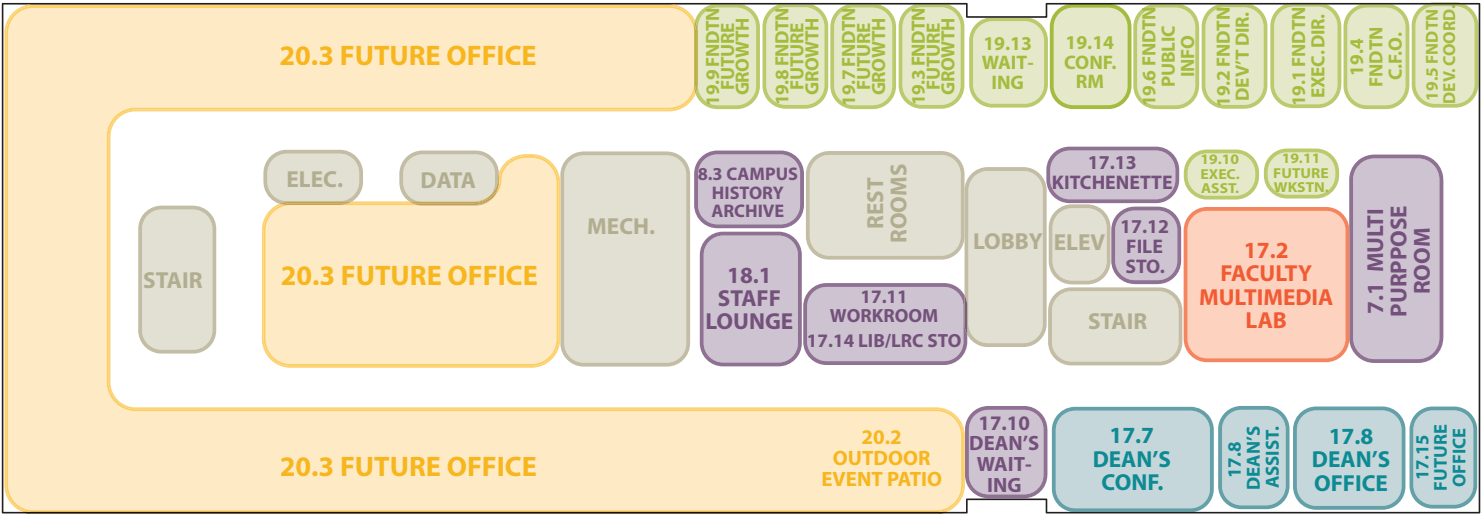NET ASSIGNABLE SF: 3,156sf
TOTAL SEATS: 96

0   8   16   32

N

Hilb basement floor plan
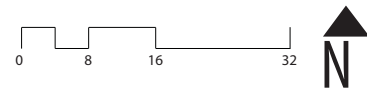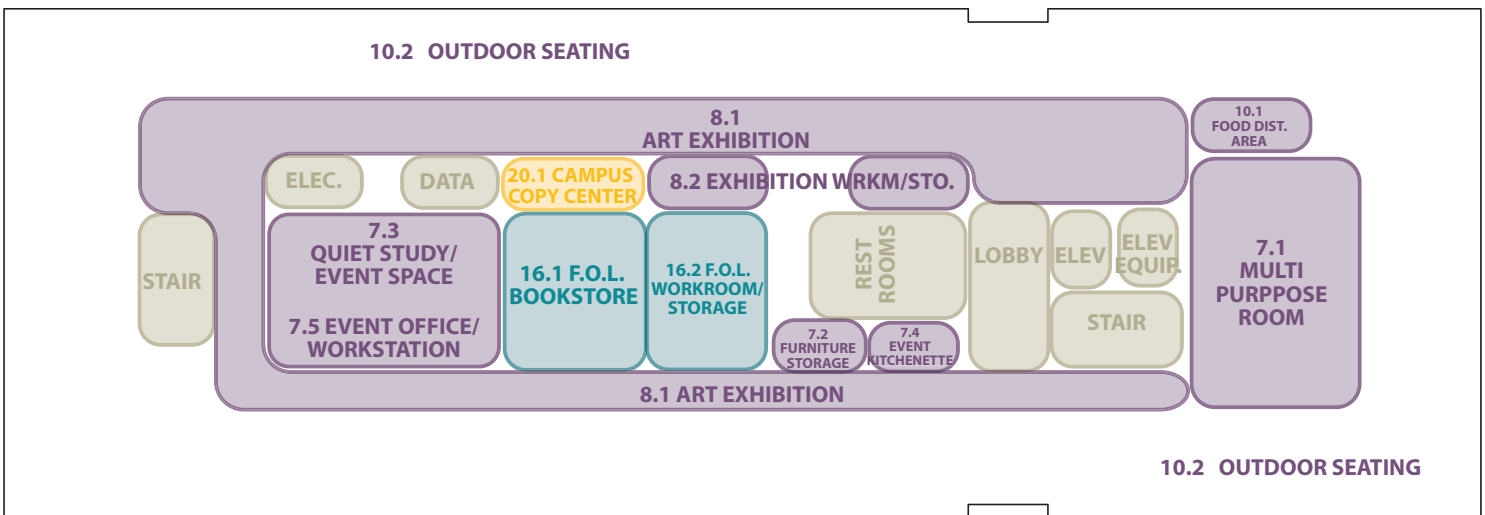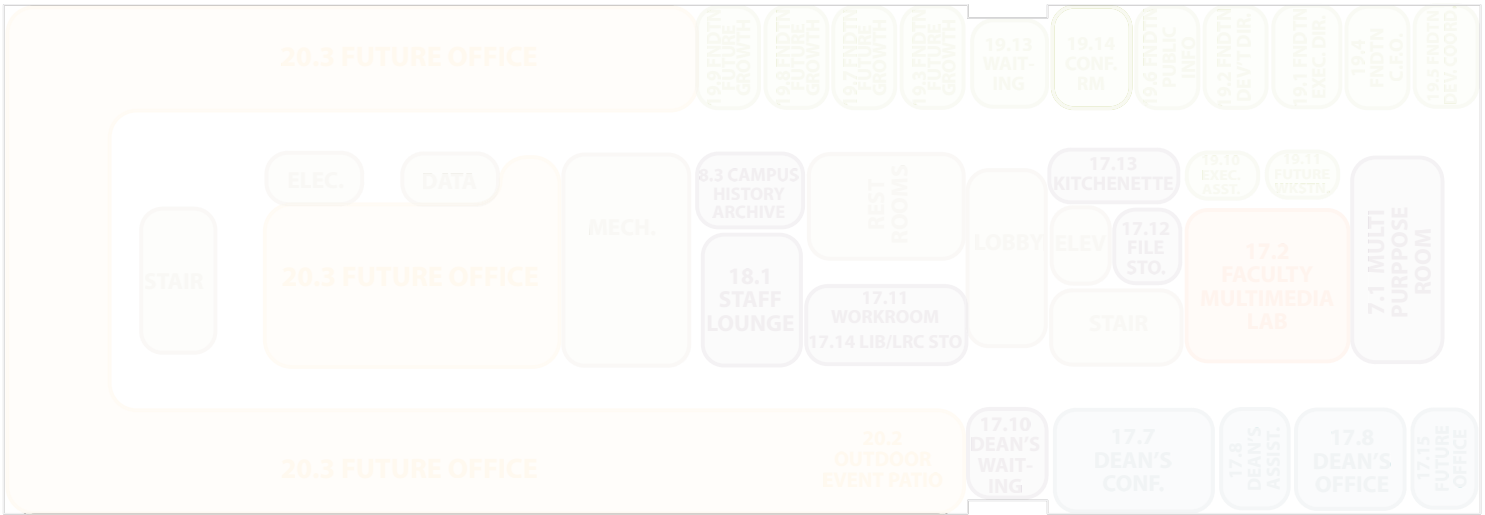
HMC Architects

BUILDING SPACE PROGRAM
College of the Desert
Library Complex - HILB BUILDING
2/9/2012

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Prog No.	Rm. No.	Room Type	DEPARTMENT Name of Space	EXISTING Bldg No.	Rm No.	# of Units	Stations	Space Type	ASF	PROPOSED Shared Use	# of Units	Stations	F.T. Staff	P.T. Staff	Space Type	ASF per Station	Program ASF	TOTAL ASF	NSF	HILB Building 1st Flr ASF	Mezz ASF	Basement ASF	Seat Count
A		LEARNING RESOURCE CENTER																					
1		COMMONS															4,775						
	1.1		Staff Supervisor Office					PO							PO	12				162			
	1.2	250	Open Computer Commons							-		80	-	-	OS		5,360			1,725			
			Reading/Writing Lab	ASC	5,3,8		72	PO	2,610						PO								
			Math Tutoring Lab	MultE	4			PO	1,435						PO								
	1.3	255	Technical Support Staff/Storage	-	-	-	-	-		-	1	-	-	-	PO		110	-			110	110	
	1.4		Tutoring and Study Commons	ASC	8,6A		40	PO	1,525						OS								
2		ASL LAB																500					
	2.1	220	ASL Lab	ASC	7B		7	PO							PO	50	500						
3		ESL / LANGUAGE LAB																1,200					
	3.1	220	ESL / Language Lab	ASC	4	1	24	PO	1,294	X	1	40	-	-	PO	30	1,200				1,670		42
4		LRC/ASC ADMINISTRATION																515					
	4.1	310	ASC Assistant Office	ASC	2			PO	26						PO		115				120		
	4.2	310	Tutoring Joint Liaison Office	ASC	3			PO	15				1	3	PO		400				228		
			Tutor Coordinator's Office	ASC	7A	1		PO	70												228		
B		SHARED SPACES																					
5		GROUP STUDY AND TUTORING ROOMS																1,760					
	5.1	410	Small Group Tutoring 1	-	-	-	-	-		X	1	15	-	-	PO	20	300	-			488		16
	5.2	410	Small Group Tutoring 2							X	1	6			PO		175			221			
	5.3	410	Small Group Tutoring 3							X	1	6			PO		175			206			
	5.4	410	Group Study Room A	Lib	128	1	4	PO	120	X	1	6	-	-	PO	-	155	-			169		6
	5.5	410	Group Study Room B	Lib	129	1	4	PO	120	X	1	6	-	-	PO	-	155	-			171		6
	5.6	410	Group Study Room C	Lib	130	1	4	PO	120	X	1	4	-	-	PO	-	140	-			155		6
	5.7	410	Group Study Room D	Lib	108	1	10	PO	493	X	1	4	-	-	PO	-	140	-			155		6
	5.8	410	Group Study Room E	-	-	-	-	-		X	1	4	-	-	PO	-	140	-			155		6
	5.9	410	Group Study Room F	-	-	-	-	-		X	1	4	-	-	PO	-	140	-			155		6
	5.10	410	Group Study Room G	-	-	-	-	-		X	1	4	-	-	PO	30	120	-			121		4
	5.11	410	Group Study Room H	-	-	-	-	-		X	1	4	-	-	PO	30	120	-			141		4
	5.12	455	Tutoring Storage	-	-	-	-	-															
6		LIBRARY COMPUTER LAB																1,800					
	6.1	410	Open Computer Lab	MultE	127	1		PO	1,313	X	1	40	-	-	PO	45	1,800					1,035	34
7		EVENT SPACES																0					
8		EXHIBITION SPACES																0					
	8.1	620	Art Exhibition 1	-	-	-	-	-			1	-	-	-	OS	-	?						
9		SUPPORT SERVICES																420					
	9.1	255	Consultation Desk							X	1	-	3	1	OS	-	420			400			
	9.2	440	Copying/Print Center	Lib						X	1	-	-	-	PO	-	145			147			
10		FOOD SERVICES																0					
C		LIBRARY																					
11		LIBRARY CIRCULATION SERVICES																660					
	11.1	440	Library Circulation and Reserve								1	-	-	2	OS	-	239			431			
	11.2	455	Circulation Workroom								1				PO	-	271			162			
	11.3	440	Book Self Check Out Bay	-	-	-		-			1	2			OS	25	50			60			
	11.4		Internet Express								1									60			
	11.5		Laptop Self Check Out Bay								1	2			OS	50	100			100			
12		COLLECTIONS AND STUDY SEATING																10,630					
	12.1	420	Circulating Collections								1	-	-	-	OS	-	2,960			1,691			
	12.2	410	Seating Area A								1	80	-	-	OS	-	2,200	-			2,199		76
	12.3	410	Seating Area B								1	120	-	-	OS	-	2,950	-			2,733		126
	12.4	410	Seating Area C								1	144	-	-	OS	-	2,520	-		1,145	1,803	180	168
			DSPS Library Stations	Lib	133	1	2	PO	171			3			OS								
13		PERIODICAL READING AREA																1,222					
	13.1	410	Periodical Reading Area								1	42			OS		1,222			1,103			44
14		TECHNICAL SERVICES																700					
	14.1	440	Technical Services Workroom								1	-	4		PO	-	560			459			
	14.2	440	Shipping & Receiving								1				PO	-	140			307			
15		GENERAL BUILDING SERVICES																260					
	15.1	440	General Library Storage Room								1				PO	-	260			167			
16		FRIENDS OF THE LIBRARY																0					
D		LIBRARY/LRC MANAGEMENT																					
17		LIBRARY/ASC ADMINISTRATION																452					
	17.1		Librarian's Office	ASC	7B	1	1	PO	123						PO		125			110			
	17.3	310	Librarian's Office A								1	-	1	-	PO	-	125	-			140		
	17.4	310	Librarian's Office B								1	-	1	-	PO	-	125	-			157		
	17.5	310	Librarian's Office C								1	-	1	-	PO	-	125	-			157		
	17.6	310	Librarian's Office D								1	-	1	-	PO	-	125	-			167		
18		STAFF SERVICES																282					
	18.1	650	Staff Lounge 1							X	1	12	-	-	PO	-	282			260			
E		FOUNDATION																					
19		FOUNDATION OFFICE SUITE																					
F		OTHER																					
20		OTHER																					

M

W

5.6 5.7

5.8 5.9 5.10

DN

12.2
SEAT GRP A
4-PERSON
60 SEAT

12.2
SEAT GRP A
4-PERSON
60 SEAT

SEATING GRP B
1-PERSON
20 SEAT

SMALL GROUP
TUTORING 1
488 SF

5.5

12.3

5.4

SEAT GRP B
4-PERSON
04 SEAT

5.11

5.1

DN

ESL LANG LAB
42 SEAT

3.1

SEAT GRP C
4-PERSON RND
72 SEAT

12.2
SEAT GRP A
1-PERSON
20 SEAT

12.4

DN

3.1 **3.1** **1.3**
PRINTING/
PHOTOCOPY/
LAPTOP CIRC

17.3 **17.4** **17.5** **17.6**

WRIT/LANG
LIASON OFF.
158 SF

WRIT/LANG
LIASON OFF.
158 SF

LIBRARIAN
OFFICE A
140 SF

LIBRARIAN
OFFICE B
157 SF

LIBRARIAN
OFFICE C
157 SF

LIBRARIAN
OFFICE D
167 SF

Learning Resource Center
Library
Shared
Core

GROSS SF: 14,700 sf
NET ASSIGNABLE SF: 9,185sf
TOTAL SEATS: 414

0   8   16   32

N

Hilb mezzanine floor plan
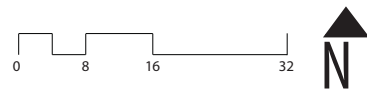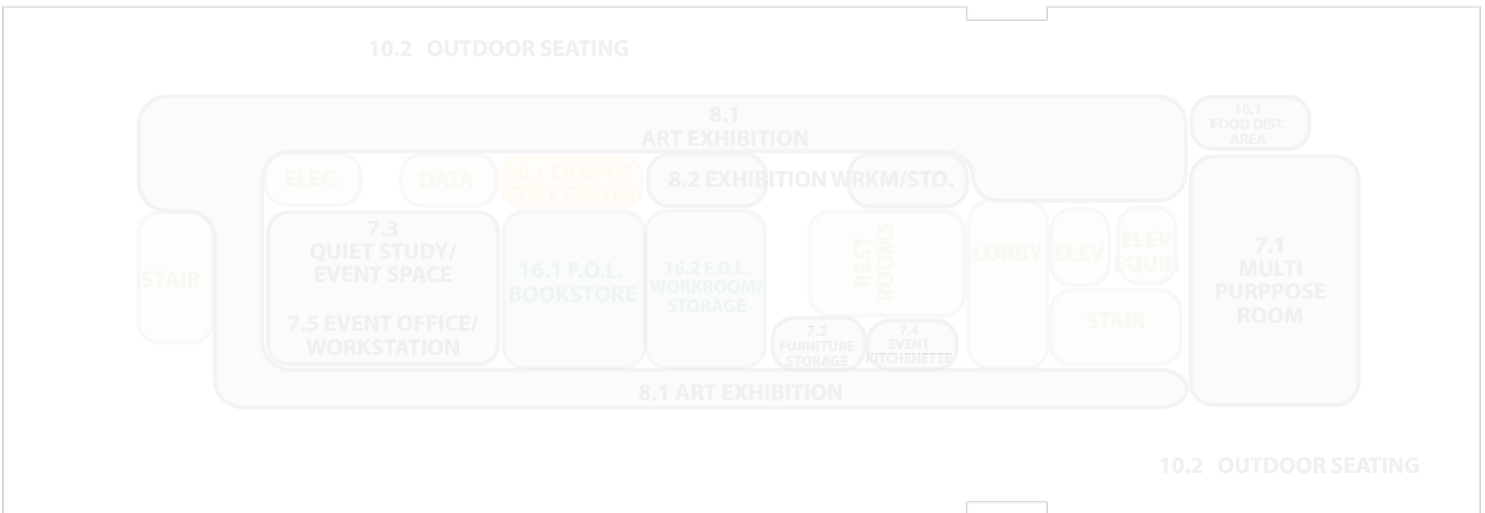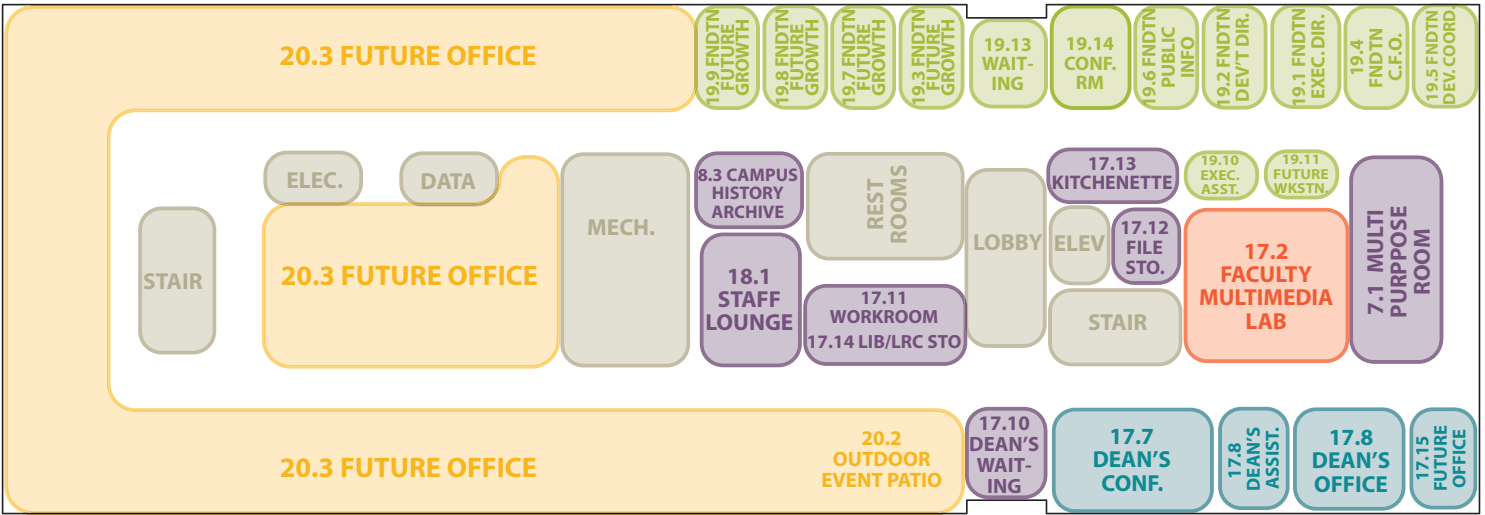
HMC Architects

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Prog No.	Rm. No.	Room Type	DEPARTMENT Name of Space	Bldg No.	Rm No.	# of Units	Stations	Space Type	ASF	Shared Use	# of Units	Stations	F.T. Staff	P.T. Staff	Space Type	ASF per Station	Program ASF	TOTAL ASF	NSF	1st Flr ASF	2nd Flr ASF
A - LEARNING RESOURCE CENTER																					
B - SHARED SPACES																					
7			EVENT SPACES															3,072			
	7.1		Multi-Purpose Room * MIGHT NOT BE HERE;							X	1	60	-	-	PO	-	1,677			1,677	
	7.2		Furniture Storage							X	1	-	-	-	PO	-	150			150	
	7.3		Quiet Study/Event Space							No	1	30	-	-	PO	32	960			960	
	7.4		Event Kitchenette							No	1	-	-	-	PO	-	135			135	
	7.5		Event Office/Workstation							No	1	-	-	-	PO	-	150			150	
8			EXHIBITION SPACES															0			
	8.1	620	Art Exhibition	-	-	-	-	-	-		1		-	-	OS	-	?				
	8.2	625	Exhibition Workroom / Storage	-	-	-	-	-	-		1		-	-	PO	-	?				
	8.3		Campus History Archive								1				PO						
10			FOOD SERVICES															0			
	10.1	635	Food Distribution Area							X	1	-	-	-	OS	-	?				
	10.2	630	Internet Café Seating							X	1	?	-	-	OS	-	?				
C - LIBRARY																					
16			FRIENDS OF THE LIBRARY															778			
	16.1		FOL Bookstore								1	-	-	3	PO	-	528			528	
	16.2		FOL Workroom and Storage								1	-	-	6	PO	-	250			250	
D - LIBRARY/LRC MANAGEMENT																					
17			LIBRARY/ASC ADMINISTRATION															2,741			
	17.2	250	Faculty Multimedia Lab								1	6	?	?	PO	-	445				445
	17.7	315	Dean's Conference Room								1	12	-	-	PO	-	285				285
	17.8	310	Dean's Office	Lib	118	1	1	PO	230		1	-	1	-	PO	-	210				210
	17.9	310	Dean's Assistant Office	Lib	120	1	1	PO	135		1	-	1	-	PO	-	144				144
	17.10	*GSF*	*Dean's Waiting Area*								*1*	*4*	-	-	*OS*	-	*100*		*100*		*100*
	17.11	315	Work Room							X	1	-	-	-	PO	-	249				249
	17.12	315	File Area							X	1	-	-	-	OS	-	125				125
	17.13	315	Kitchenette							X	1	-	-	-	PO	-	106				106
	17.14	315	Library/LRC Storage	ASC	3A	1	-	PO	112	X	1	-	-	-	PO	-	300				300
	17.15	310	Future Growth Office	-							1	-	1	-	PO	-	125				125
18			STAFF SERVICES															282			
	18.1	650	Staff Lounge 2							X	1	12	-	-	PO	-	282				282
E - FOUNDATION																					
19			FOUNDATION OFFICE SUITE															1,273			
	19.1	310	Office - Executive Director								1	-	1	-	PO	143	143				143
	19.2	310	Office - Development Director								1	-	1	-	PO	121	121				121
	19.3	310	Office - Future Growth (Director)								1	-	1	-	PO	121	121				121
	19.4	310	Office - Chief Financial Officer								1	-	1	-	PO	116	116				116
	19.5	310	Office - Resource Development Coordinator								1	-	1	-	PO	116	116				116
	19.6	310	Office - Public Information Officer								1	-	1	-	PO	116	116				116
	19.7	310	Office - Future Growth (Coordinator)								1	-	1	-	PO	116	116				116
	19.8	310	Office - Future Growth (Coordinator)								1	-	1	-	PO	116	116				116
	19.9	310	Office - Future Growth (Coordinator)								1	-	1	-	PO	116	116				116
	19.10	310	Workstation - Sr. Executive Assistant								1	-	1	-	WS	64	64				64
	19.11	310	Workstation - Future Growth								1	-	1	-	WS	64	64				64
	19.12	310	Workstation - Receptionist								1	-	1	-	WS	64	64				64
	19.13	*GSF*	*Waiting*								*1*	*4*		-	*OS*		-		*100*		*100*
	19.14	350	Conference Room							X	1	10	-	-	PO	0	0				180
F - OTHER																					
20			OTHER															6,349			
	20.1		Campus Copy Center								1	-	?	?	PO	?	?			100	
	20.2		Outdoor Event Patio																		
	20.3		Future Office														6,349				

20.3 FUTURE OFFICE

19.9 FNDTN FUTURE GROWTH
19.8 FNDTN FUTURE GROWTH
19.7 FNDTN FUTURE GROWTH
19.3 FNDTN FUTURE GROWTH

19.13 WAIT-ING

19.14 CONF. RM

19.6 FNDTN PUBLIC INFO
19.2 FNDTN DEV'T DIR.
19.1 FNDTN EXEC. DIR.
19.4 FNDTN C.F.O.
19.5 FNDTN DEV. COORD

ELEC.

DATA

MECH.

8.3 CAMPUS HISTORY ARCHIVE

REST ROOMS

LOBBY

17.13 KITCHENETTE

19.10 EXEC. ASST.
19.11 FUTURE WKSTN.

7.1 MULTI PURPPOSE ROOM

STAIR

20.3 FUTURE OFFICE

18.1 STAFF LOUNGE

17.11 WORKROOM

17.14 LIB/LRC STO.

ELEV

17.12 FILE STO.

STAIR

17.2 FACULTY MULTIMEDIA LAB

20.3 FUTURE OFFICE

20.2 OUTDOOR EVENT PATIO

17.10 DEAN'S WAIT-ING

17.7 DEAN'S CONF.

17.8 DEAN'S ASSIST.

17.8 DEAN'S OFFICE

17.15 FUTURE OFFICE

10.2 OUTDOOR SEATING

8.1 ART EXHIBITION

10.1 FOOD DIST. AREA

ELEC.

DATA

20.1 CAMPUS COPY CENTER

8.2 EXHIBITION WRKM/STO.

REST ROOMS

LOBBY

ELEV

ELEV EQUIP

7.1 MULTI PURPPOSE ROOM

STAIR

7.3 QUIET STUDY/ EVENT SPACE

7.5 EVENT OFFICE/ WORKSTATION

16.1 F.O.L. BOOKSTORE

16.2 F.O.L. WORKROOM/ STORAGE

7.2 FURNITURE STORAGE

7.4 EVENT KITCHENETTE

STAIR

8.1 ART EXHIBITION

10.2 OUTDOOR SEATING

0   8   16   32

N

GROSS SF: 26,500 sf
NET ASSIGNABLE SF: 18,973sf

New Building first + second floor plan

HMC Architects

BUILDING SPACE PROGRAM

College of the Desert
Library Complex - NEW BUILDING
2/9/2012

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Prog No.	Rm. No.	Room Type	DEPARTMENT Name of Space	EXISTING Bldg No.	Rm No.	# of Units	Stations	Space Type	ASF	PROPOSED Shared Use	# of Units	Stations	F.T. Staff	P.T. Staff	Space Type	ASF per Station	Program ASF	TOTAL ASF	NSF	New Building 1st Flr ASF	2nd Flr ASF
A - LEARNING RESOURCE CENTER																					
B - SHARED SPACES																					
7			**EVENT SPACES**															3,072			
	7.1		Multi-Purpose Room * MIGHT NOT BE HERE;							X	1	60	-	-	PO	-	1,677	-		1,677	
	7.2		Furniture Storage							X	1	-	-	-	PO	-	150	-		150	
	7.3		Quiet Study/Event Space							No	1	30	-	-	PO	32	960	-		960	
	7.4		Event Kitchenette							No	1	-	-	-	PO	-	135	-		135	
	7.5		Event Office/Workstation							No	1	-	-	-	PO	-	150	-		150	
8			EXHIBITION SPACES															0			
	8.1	620	Art Exhibition	-	-		-	-			1				OS		?				
	8.2	625	Exhibition Workroom / Storage	-	-		-	-			1				PO		?				
	8.3		Campus History Archive								1				PO						
10			FOOD SERVICES															0			
	10.1	635	Food Distribution Area							X	1				OS		?				
	10.2	630	Internet Café Seating							X	1	?			OS		?				
C - LIBRARY																					
16			FRIENDS OF THE LIBRARY															778			
	16.1		FOL Bookstore								1	-	-	3	PO	-	528	-		528	
	16.2		FOL Workroom and Storage								1	-	-	6	PO	-	250	-		250	
D - LIBRARY/ASC MANAGEMENT																					
17			LIBRARY/ASC ADMINISTRATION															2,741			
	17.2	250	Faculty Multimedia Lab								1	6	?	?	PO		445				445
	17.7	315	Dean's Conference Room								1	12			PO		285				285
	17.8	310	Dean's Office	Lib	118	1		1	PO	230	1	-		1	PO	-	210				210
	17.9	310	Dean's Assistant Office	Lib	120	1		1	PO	135	1	-		1	PO	-	144				144
	17.10	GSF	Dean's Waiting Area								1	?	4	-	OS	-	100	-	10		100
	17.11	315	Work Room							X	1	-	-	-	PO	-	249	-			249
	17.12	315	File Area							X	1	-	-	-	OS	-	125				125
	17.13	315	Kitchenette							X	1	-	-	-	PO	-	106				106
	17.14	315	Library/LRC Storage	ASC	3A	1		-	PO	112	X	1	-	-	-	PO	-	300	-			300
	17.15	310	Future Growth Office	-	-					-	1	-	-	1	PO	-	125				125
18			STAFF SERVICES															282			
	18.1	650	Staff Lounge 2							X	1	12	-	-	PO	-	282				282
E - FOUNDATION																					
19			FOUNDATION OFFICE SUITE															1,273			
	19.1	310	Office - Executive Director								1				PO	145	145				145
	19.2	310	Office - Development Director								1				PO	121	121				121
	19.3	310	Office - Future Growth (Director)								1				PO	121	121				121
	19.4	310	Office - Chief Financial Officer								1	-			PO	118	118				118
	19.5	310	Office - Resource Development Coordinator								1				PO	113	113				113
	19.6	310	Office - Public Impression Officer								1				PO	110	110				110
	19.7	310	Office - Future Growth (Coordinator)								1				PO	115	115				115
	19.8	310	Office - Future Growth (Coordinator)								1				PO	115	115				115
	19.9	310	Office - Future Growth (Coordinator)								1				PO	115	115				115
	19.10	310	Workstation - Sr. Executive Assistant								1				WS	64	64				64
	19.11	310	Workstation - Future Growth								1				WS	64	64				64
	19.12	310	Workstation - Receptionist								1				OS	64	64				64
	19.13	657	Parking								1	?			OS				10		?
	19.14	350	Conference Room							X	1	10			PO		?				?
F - OTHER																					
20			COPY CENTER															100			
	20.1		Campus Copy Center								1	-	?	?	PO	?	?			100	
	20.2		Future Office															?				

20.3 FUTURE OFFICE

20.3 FUTURE OFFICE

20.3 FUTURE OFFICE

ELEC.

DATA

MECH.

STAIR

8.3 CAMPUS HISTORY ARCHIVE

REST ROOMS

18.1 STAFF LOUNGE

17.11 WORKROOM

17.14 LIB/LRC STO

20.2 OUTDOOR EVENT PATIO

19.9 FNDTN FUTURE GROWTH

19.8 FNDTN FUTURE GROWTH

19.7 FNDTN FUTURE GROWTH

19.3 FNDTN FUTURE GROWTH

19.13 WAIT-ING

19.14 CONF. RM

19.4 FNDTN PUBLIC INFO

19.2 FNDTN DEV'T DIR.

19.1 FNDTN EXEC. DIR.

19.6 FNDTN C.F.O.

19.5 FNDTN DEV. COORD.

17.13 KITCHENETTE

LOBBY

ELEV

17.12 FILE STO.

19.16 EXEC. ASST.

19.15 FUTURE WRKM

17.2 FACULTY MULTIMEDIA LAB

7.1 MULTI PURPPOSE ROOM

STAIR

17.10 DEAN'S WAIT-ING

17.7 DEAN'S CONF.

17.9 DEAN'S ASSIST.

17.8 DEAN'S OFFICE

17.15 FUTURE OFFICE

10.2 OUTDOOR SEATING

8.1 ART EXHIBITION

10.1 FOOD DIST. AREA

ELEC.

DATA

20.1 CAMPUS COPY CENTER

8.2 EXHIBITION WRKM/STO.

7.3 QUIET STUDY/ EVENT SPACE

7.5 EVENT OFFICE/ WORKSTATION

16.1 F.O.L. BOOKSTORE

16.2 F.O.L. WORKROOM/ STORAGE

REST ROOMS

LOBBY

ELEV

ELEV EQUIP.

7.1 MULTI PURPPOSE ROOM

STAIR

7.2 FURNITURE STORAGE

7.4 EVENT KITCHENETTE

STAIR

8.1 ART EXHIBITION

10.2   OUTDOOR SEATING

GROSS SF: 9,500 sf
NET ASSIGNABLE SF: 8,700sf

0   8   16   32

N

New Building first floor plan

HMC Architects

BUILDING SPACE PROGRAM

College of the Desert
Library Complex - NEW BUILDING
2/9/2012

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

				EXISTING						PROPOSED										New Building	
Prog No.	Rm. No.	Room Type	DEPARTMENT Name of Space	Bldg No.	Rm No.	# of Units	Stations	Space Type	ASF	Shared Use	# of Units	Stations	F.T. Staff	P.T. Staff	Space Type	ASF per Station	Program ASF	TOTAL ASF	NSF	1st Flr ASF	2nd Flr ASF
A - LEARNING RESOURCE CENTER																					
B - SHARED SPACES																					
7			EVENT SPACES															3,072			
	7.1		Multi-Purpose Room * MIGHT NOT BE HERE							X	1	60	-	-	PO		1,677			1,677	
	7.2		Furniture Storage							X	1	-	-	-	PO		150			150	
	7.3		Quiet Study/Event Space							No	1	30	-	-	PO	32	960			960	
	7.4		Event Kitchenette							No	1	-	-	-	PO		135			135	
	7.5		Event Office/Workstation							No	1	-	-	-	PO		150			150	
8			EXHIBITION SPACES															0			
	8.1	620	Art Exhibition	-	-	-						1	-	-	-	OS		?			
	8.2	625	Exhibition Workroom / Storage	-	-	-						1	-	-	-	PO		?			
	8.3		Campus History Archive									1				PO					
10			FOOD SERVICES															0			
	10.1	635	Food Distribution Area							X	1	-	-	-	OS		?			
	10.2	630	Internet Café Seating							X	1	-	-	-	OS		?			
C - LIBRARY																					
16			FRIENDS OF THE LIBRARY															778			
	16.1		FOL Bookstore									1	-	3	-	PO		528			528	
	16.2		FOL Workroom and Storage									1	-	6	-	PO		250			250	
D - LIBRARY/LRC MANAGEMENT																					
17			LIBRARY/ASC ADMINISTRATION															2,741			
	17.2	250	Faculty Multimedia Lab								1	6	?	?	PO	-	445				445
	17.7	315	Dean's Conference Room								1	12	-	-	PO	-	285	-			285
	17.8	310	Dean's Office	Lib	118	1	1	PO	230		1	-	1	-	PO	-	210	-			210
	17.9	310	Dean's Assistant Office	Lib	120	1	1	PO	135		1	-	1	-	PO	-	144	-			144
	17.10	GSF	Dean's Waiting Area								1	4	-	-	OS	-	100		100		100
	17.11	315	Work Room							X	1	-	-	-	PO	-	249	-			249
	17.12	315	File Area							X	1	-	-	-	OS	-	125	-			125
	17.13	315	Kitchenette							X	1	-	-	-	PO	-	106	-			106
	17.14	315	Library/LRC Storage	ASC	3A	1	-	PO	112	X	1	-	-	-	PO	-	300	-			300
	17.15	310	Future Growth Office							-	1	-	1	-	PO	-	125	-			125
18			STAFF SERVICES															282			
	18.1	650	Staff Lounge 2							X	1	12	-	-	PO	-	282	-			282
E - FOUNDATION																					
19			FOUNDATION OFFICE SUITE															1,273			
	19.1	310	Office - Executive Director								1	-	1	-	PO	143	143	-			143
	19.2	310	Office - Development Director								1	-	1	-	PO	121	121	-			121
	19.3	310	Office - Future Growth (Director)								1	-	1	-	PO	121	121	-			121
	19.4	310	Office - Chief Financial Officer								1	-	1	-	PO	116	116	-			116
	19.5	310	Office - Resource Development Coordinator								1	-	1	-	PO	116	116	-			116
	19.6	310	Office - Public Information Officer								1	-	1	-	PO	116	116	-			116
	19.7	310	Office - Future Growth (Coordinator)								1	-	1	-	PO	116	116	-			116
	19.8	310	Office - Future Growth (Coordinator)								1	-	1	-	PO	116	116	-			116
	19.9	310	Office - Future Growth (Coordinator)								1	-	1	-	PO	116	116	-			116
	19.10	310	Workstation - Sr. Executive Assistant								1	-	1	-	WS	64	64	-			64
	19.11	310	Workstation - Future Growth								1	-	1	-	WS	64	64	-			64
	19.12	310	Workstation - Receptionist								1	-	1	-	WS	64	64	-			64
	19.13	GSF	Waiting								1	4	-	-	OS			-	100		100
	19.14	350	Conference Room							X	1	10	-	-	PO	0	0	-			180
F - OTHER																					
20			OTHER															6,349			
	20.2		Outdoor Event Patio																		
	20.3		Future Office															6,349			

20.3 FUTURE OFFICE

19.9 FNDTN FUTURE GROWTH

19.8 FNDTN FUTURE GROWTH

19.7 FNDTN FUTURE GROWTH

19.3 FNDTN FUTURE GROWTH

19.13 WAIT-ING

19.14 CONF. RM

19.6 FNDTN PUBLIC INFO

19.2 FNDTN DEV'T DIR.

19.1 FNDTN EXEC. DIR.

19.4 FNDTN C.F.O.

19.5 FNDTN DEV. COORD.

ELEC.

DATA

MECH.

STAIR

20.3 FUTURE OFFICE

8.3 CAMPUS HISTORY ARCHIVE

REST ROOMS

18.1 STAFF LOUNGE

17.11 WORKROOM
17.14 LIB/LRC STO.

LOBBY

17.13 KITCHENETTE

ELEV

17.12 FILE STO.

STAIR

19.10 EXEC. ASST.

19.11 FUTURE WKSTN.

17.2 FACULTY MULTIMEDIA LAB

7.1 MULTI PURPPOSE ROOM

20.3 FUTURE OFFICE

20.2 OUTDOOR EVENT PATIO

17.10 DEAN'S WAIT-ING

17.7 DEAN'S CONF.

17.8 DEAN'S ASSIST.

17.8 DEAN'S OFFICE

17.15 FUTURE OFFICE

10.2 OUTDOOR SEATING

8.1 ART EXHIBITION

10.1 FOOD DIST. AREA

ELEC.

DATA

20.1 CAMPUS COPY CENTER

8.2 EXHIBITION WRKM/STO.

7.3 QUIET STUDY/ EVENT SPACE

16.1 F.O.L. BOOKSTORE

16.2 F.O.L. WORKROOM/ STORAGE

REST ROOMS

LOBBY

ELEV

ELEV EQUIP

7.1 MULTI PURPPOSE ROOM

7.5 EVENT OFFICE/ WORKSTATION

STAIR

7.2 FURNITURE STORAGE

7.4 EVENT KITCHENETTE

STAIR

8.1 ART EXHIBITION

10.2 OUTDOOR SEATING

GROSS SF: 17,000 sf
NET ASSIGNABLE SF: 10,273sf

0   8   16   32

N

New Building second floor plan

3

SPACE VISUALIZATION

SPACE VISUALIZATION-MIXED INTEGRATED-Option 1:
The following images illustrate views of Mixed Integrated Option 1 from various levels of the building. These views can also be viewed and navigated 360 degrees virtually by clicking on the link below.
(www.*LINK.com*)

▶ *360 degree view of Hilb Building interior with expanded mezzanine level, new central stair, and zone of light to basement.*

◄ *Link to Panoramic* *View of Mixed Integrated Test Fit -Option 1 from ground floor front door of Hilb Building*

◄ *Link to Panoramic VView north of stair, Mixed Integrated Test Fit - Option 1 from basement floor*

◄ *Link to Panoramic* *View southwest of stair, Mixed Integrated Test Fit – Option 1 from basement floor*

◄ *Link to Panoramic* *View southwest of stair, Mixed Integrated Test Fit - Option 1 from mezzanine floor*

4

PROGRAM SPREADSHEETS

PROGRAM SPREADSHEETS:

The following pages illustrate the programmatic space requirements discussed with the Library and Learning Resource Center staff and administration through several meetings.

The CD that accompanies this program document includes meeting notes documenting and discussions throughout the process that led to the outcome presented here.

This spreadsheet is a roadmap that will be refined as we move through the design process and further develop the spaces in the Hilb Building, the New Building and the outdoor spaces that connect the Library Complex.

BUILDING SPACE PROGRAM
College of the Desert
Library Complex - HILB BUILDING
2/9/2012

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Space Type Legend:
PO = Private Office
OS = Open Space
WS = Workstation

Prog No.	Rm. No.	Room Type	DEPARTMENT / Name of Space	EXISTING Bldg No.	Rm No.	# of Units	Stations	Space Type	ASF	PROPOSED Shared Use	# of Units	Stations	F.T. Staff	P.T. Staff	Space Type	ASF per Station	Program ASF	TOTAL ASF
A - LEARNING RESOURCE CENTER																		
1			COMMONS															4,718
	1.1		Staff Supervision Office							-	1	-	-	-	PO		?	-
	1.2	250	Open Computer Commons							-	1	80	?	?	OS		3,360	-
			Reading/Writing Lab	ASC	5 & 6	2	72	PO	2,610									
			Math/Science Lab	Math	4	1		PO	1,145									
	1.3	255	Technical Support Staff/Storage	-	-	-	-	-		-	1	-	-	-	PO		110	-
	1.4	250	Tutoring and Study Commons	WA2	Mind Shack	1	63	PO	1,832	-	1	40	-	-	OS	31	1,248	-
2			ASL LAB															500
	2.1	250	ASL Lab	ASC	7D	1	?	PO	?	X	1	20	-	-	PO	25	500	-
3			ESL / LANGUAGE LAB															1,200
	3.1	220	ESL / Language Lab	ASC	4	1	24	PO	1,294	X	1	40	-	-	PO	30	1,200	-
4			LRC/ASC ADMINISTRATION															515
	4.1	310	ASC Assistant Office	ASC	2	1	-	PO	280		1	-	1	-	PO	-	115	-
	4.2	310	Tutoring Joint Liaison Office	ASC	3	1	-	PO	151		1	-	1	3	PO	-	400	-
			Tutor Coordinator's Office	ASC	7A	1	-	PO	203									

HILB BUILDING

NSF	REMARKS	HILB Building			
		1st Flr ASF	Mezz ASF	Basement ASF	Seat Count
	Locate on Basement level. Rotating use by staff on duty to facilitate supervision on this floor level. Provide line of sight to entire Floor.	182			
	Includes tutoring space within the lab areas. Adjacent to quiet study areas; flexible area with moveable white boards to create small study areas. Capture FTES, tutoring, student worker support. ? On proctoring/test center. Where does this function go?	1,722			75
	Storage of laptops? Could there be a vending machine where you check out cards for computers. Provide power for charging laptops.		110	110	
	Need to control attendance. Could be combined with Seating areas A, B, or C. The Mind Shack currently has two staff stations (reception and supervisor) and 55 study stations and 8 computer stations + 12 netbooks that can be checked out for use.			783	28
	20 people, chairs, tables now. 2/3 of the time completely full. Smaller groups could schedule use of the small group or tutoring rooms. Need whiteboards where they can leave information on the board for a week. Supports lab requirement for ASL courses. Sit in circle and practice signing. There are handouts brought from class. Leave information on whiteboards for several week. Mostly silent, but laughter. Signing is a visual distraction to people nearby. Not a dedicated space. ASL students meet during scheduled times. Typically sit in a circle. Need to see the hands. Room configuration is important. This could be a multi-purpose room. Digital display of handout info is desired. No special equipment. No software currently. Minimal video instruction.			462	18
	No dedicated service desk. Demanding space now for technology. In the future would like this function in a space shared with Writing and Reading Labs. 40 seats. Capture attendance now, but lab requirements may change in the future. Need to be able to record. Disruptive to others. 1/3 of space dedicated to tutoring. Recording/practicing their speaking skills could be done in 2 small group rooms (4-5 students each) - depends on scheduling and these are separate from this room. Need to be able and store over 100 DVDs now, but technology can change in the future. Lots of handouts. 5 languages plus noncredit ESL are served. Computers, DVDs. Need launch software on computers to run DVDs. Each computer must be configured and is a nightmare for IS. Adjacent to Commons (similar noise level). Small group study/dialogue practice rooms. Dialogue rooms need to be supervised=glass walls. Can be open lab, does NOT need to be enclosed. Includes to 158sf Writing/Lab Liason offices.		1,670		42
				110	
	Tutoring Coordinator is in this room. Quiet. Need separate desks for 4 staff (1 FT tutor coordinator, 2 PT tutors, 1 PT liaison). Private meetings with students. Line of sight is critical. Adjacent to LRC/ASC Tutoring and Lab centers. Need storage of sensitive personnel files.			238	
				238	

BUILDING SPACE PROGRAM

College of the Desert
Library Complex - HILB BUILDING
2/9/2012

Space Type Legend:
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Prog No.	Rm. No.	Room Type	DEPARTMENT / Name of Space	EXISTING Bldg No.	Rm No.	# of Units	Stations	Space Type	ASF	PROPOSED Shared Use	# of Units	Stations	F.T. Staff	P.T. Staff	Space Type	ASF per Station	Program ASF	TOTAL ASF
B - SHARED SPACES																		
5			**GROUP STUDY AND TUTORING ROOMS**															1,760
	5.1	410	Small Group Tutoring 1	-	-	-	-	-		X	1	15	-	-	PO	20	300	-
	5.2	410	Small Group Tutoring 2	-	-	-	-	-		X	1	6	-	-	PO	-	175	-
	5.3	410	Small Group Tutoring 3	-	-	-	-	-		X	1	6	-	-	PO	-	175	-
	5.4	410	Group Study Room A	Lib	128	1	4	PO	120	X	1	6	-	-	PO	-	155	-
	5.5	410	Group Study Room B	Lib	129	1	4	PO	120	X	1	6	-	-	PO	-	155	-
	5.6	410	Group Study Room C	Lib	130	1	4	PO	120	X	1	4	-	-	PO	-	140	-
	5.7	410	Group Study Room D	Lib	108	1	10	PO	493	X	1	4	-	-	PO	-	140	-
	5.8	410	Group Study Room E	-	-	-	-	-		X	1	4	-	-	PO	-	140	-
	5.9	410	Group Study Room F	-	-	-	-	-		X	1	4	-	-	PO	-	140	-
	5.10	410	Group Study Room G	-	-	-	-	-		X	1	4	-	-	PO	30	120	-
	5.11	410	Group Study Room H	-	-	-	-	-		X	1	4	-	-	PO	30	120	-
	5.12	455	Tutoring Storage	-	-	-	-	-										-
6			**LIBRARY COMPUTER LAB**															1,800
	6.1	410	Open Computer Lab	Multi Agcy Lib	127	1		PO	1,313	X	1	40	-	-	PO	45	1,800	-
7			**EVENT SPACES**															0
8			**EXHIBITION SPACES**															0
	8.1	620	Art Exhibition 1	-	-	-	-	-			1		-	-	OS	-	?	-
9			**SUPPORT SERVICES**															420
	9.1	255	Consultation Desk							X	1	-	3	1	OS	-	420	-
	9.2	440	Copying/Print Center	Lib						X	1	-	-	-	PO	-	145	-
10			**FOOD SERVICES**															0
C - LIBRARY																		
11			**LIBRARY CIRCULATION SERVICES**															660
	11.1	440	Library Circulation and Reserve Desk								1	-	1	?	OS	-	239	-
	11.2	455	Circulation Workroom								1	-	-	-	PO	-	271	-
	11.3	440	Book Self Check Out Bay	-	-	-	-	-	-		1	2	-	-	OS	25	50	-
	11.4		Internet Express															-
	11.5		Laptop Self Check Out Bay								1	2			OS	50	100	
12			**COLLECTIONS AND STUDY SEATING**															10,630
	12.1	420	Circulating Collections								1	-	-	-	OS	-	2,960	-
	12.2	410	Seating Area A								1	80	-	-	OS	-	2,200	-
	12.3	410	Seating Area B								1	120	-	-	OS	-	2,950	-
	12.4	410	Seating Area C								1	144	-	-	OS	-	2,520	-
			DSPS Library Stations	Lib	133	1	2	PO	171		1	3	-	-	OS		-	-
13			**PERIODICAL READING AREA**															1,222
	13.1	410	Periodical Reading Area								1	42	-	-	OS	-	1,222	-
14			**TECHNICAL SERVICES**															700
	14.1	440	Technical Services Workroom								1	-	4	-	PO	-	560	-
	14.2	440	Shipping & Receiving								1	-	-	-	PO	-	140	-
15			**GENERAL BUILDING SERVICES**															260
	15.1	440	General Library Storage Room								1				PO		260	-
16			**FRIENDS OF THE LIBRARY**															0

HILB BUILDING

NSF	REMARKS	HILB Building			
		1st Flr ASF	Mezz ASF	Basement ASF	Seat Count
	Capturing FTES is an issue; more is better				
	Explore higher tech - smart boards and furniture. Outfitted.		488		16
	Explore higher tech - smart boards and furniture. Outfitted.	221			6
	Explore higher tech - smart boards and furniture. Outfitted.	206			6
	scheduled for tutoring and when not scheduled available for student studying		169		6
	study room for 4 should be the minimum		171		6
			155		6
			155		6
			155		6
			155		6
			121		4
			141		4
	Storage of tutoring materials and personal tutor storage.				
	Supports quiet study and work. Some machines/stations for student laptop use. Drop in Lab for students who prefer not to work in the large open commons. These will be open study carrels per Carl Phillips.			1,035	34
	Integrate into stacks				
	Shared-staffed by librarians, tutoring consultants, and program specialists. Coold be smaller-leave queuing space, for both LIB and LRC; 3 to 4 stations. Locate on Main level. Do not locate in main entry+too noisy. Provide line of sight to entire area.	400			
	Student access to whole suite of services. Adjacent to front door and seating.	147			
	Removed slightly from the hubbub of the Consultation Desk. Transaction desk solely for the circulation of library materials and reserve items. Adjacent to Self Check stations. Adjacent to front door/seating.	431			
	Includes space for inter-campus library services. Behind front desk.	182			
	RFID. Adjacent to front door and seating.	60			
	a couple of stations; really small	60			
	Desk or vending machine.	100			
	700 seats total				
	Reduce # DF sections to 148 @ 20"deep x 36"wide. No microfilm. Collection development is moving to a "modern" style. Periodicals are being withdrawn and discarded.	1,891			
	Adjacent to Reserves/Grab n' go desk. Seating Count includes 20 (1p stations), 56 (4p stations) totalling 76 stations.		2,199		76
	Seating Count includes 22 (1p stations), 104 (4p stations) totalling 130 stations.		2,733		126
	Seating Count includes 88 (4p booth style), 80 (4p 4p round) totalling 168 stations.	1,145	1,803	180	168
	adjacent to support as needed				
	Extremely flexible area with seating and magazines. Drop-in space. Could be combined with Seating Areas A, B, or C; consider downsizing and spreading out. Ideally located on the ground floor of the HILB.	1,103			40
	Locate adjacent to Library Circulation and Reserve Desk. There is a lot of collaboration between them and colocation facilitates easy movement of books.	455			
	Adjacent to FOL	207			
	Storage. Office supplies, decorations.	187			

BUILDING SPACE PROGRAM

College of the Desert
Library Complex - HILB BUILDING
2/9/2012

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D - LIBRARY/LRC MANAGEMENT																		
17			LIBRARY/ASC ADMINISTRATION															652
	17.1	310	ASC Coordinator Office	ASC	7B	1	1	PO	132		1	-	1	-	PO	-	152	-
	17.3	310	Librarian's Office A								1	-	1	-	PO	-	125	-
	17.4	310	Librarian's Office B								1	-	1	-	PO	-	125	-
	17.5	310	Librarian's Office C								1	-	1	-	PO	-	125	-
	17.6	310	Librarian's Office D								1	-	1	-	PO	-	125	-
18			STAFF SERVICES															282
	18.1	650	Staff Lounge 1							X	1	12	-	-	PO	-	282	-
E - FOUNDATION																		
19			FOUNDATION OFFICE SUITE															0
F - OTHER																		
20			OTHER															0
			Additional Seating															

HILB BUILDING

NSF	REMARKS	HILB Building			
		1st Flr ASF	Mezz ASF	Basement ASF	Seat Count
	Located on basement level adjacent to LRC functions	170			
	Glass front private office. Located on Mezzanine level with line of sight to entire floor for supervision.		140		
	Glass front private office. Located on Mezzanine level with line of sight to entire floor for supervision.		157		
	Glass front private office. Located on Mezzanine level with line of sight to entire floor for supervision.		157		
	Glass front private office. Located on Mezzanine level with line of sight to entire floor for supervision.		167		
	Adjacent to staff toilet room. Used by both Library and LRC Staff working in the Hilb.	260			
	Extra lounge/study seating not counted above includes 17 seats at basement, 20 seats at ground floor, and 0 seats at mezzanine. 37 total extra seats on all floors.				37

BUILDING SPACE PROGRAM

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A - LEARNING RESOURCE CENTER																		
1			**COMMONS**															
2			**ASL LAB**															0
3			**ESL / LANGUAGE LAB**															0
4			**LRC/ASC ADMINISTRATION**															0
B - SHARED SPACES																		
5			**GROUP STUDY AND TUTORING ROOMS**															0
6			**LIBRARY COMPUTER LAB**															0
7			**EVENT SPACES**															3,072
	7.1		Multi-Purpose Room * MIGHT NOT BE HERE; MIGHT USE MP ROOM IN CRAVENS OR BOARD RM IN ADMIN							X	1	60	-	-	PO	-	1,677	-
	7.2		Furniture Storage							X	1	-	-	-	PO		150	-
	7.3		Quiet Study/Event Space							No	1	30	-	-	PO	32	960	-
	7.4		Event Kitchenette							No	1	-	-	-	PO	-	135	-
	7.5		Event Office/Workstation							No	1	-	-	-	PO	-	150	
8			**EXHIBITION SPACES**															0
	8.1	620	Art Exhibition	-	-	-	-	-	-		1	-	-	-	OS	-	?	-
			Secure Displays															
	8.2	625	Exhibition Workroom / Storage	-	-	-	-	-	-		1	-	-	-	PO	-	?	-
	8.3		Campus History Archive								1				PO			
10			**FOOD SERVICES**															0
	10.1	635	Food Distribution Area							X	1	-	-	-	OS	-	?	-
	10.2	630	Internet Café Seating							X	1	?	-	-	OS	-	?	-

NEW BUILDING

NSF	REMARKS	New Building	
		1st Flr ASF	2nd Flr ASF
	Capturing FTES is an issue; more is better		
	Supports student worker training, tutor training, faculty development, meetings, presentations, and informal classroom/lecture presentations. Locate near front door. Can be used for big meetings. FOL events/sales. Ideally adjacent to Administration with view to fountain.	1,677	
	Furniture storage for all multi-purpose spaces. Tables. Chairs. Adjacent to Multi-purpose Room.	150	
	A comfortable (better appointed) reading lounge (soft seating) which can easily be converted for meetings, presentations, and scholarly events (lecture series). Quiet, dedicated space. "Classroom lounge" concept. Based on San Marcos model. Fireplace. President hosts receptions here.	960	
	Adjacent to Event Space.	135	
	Adjacent to Event Space or workstation within event.	150	
	Garrow Art Wall (student art) + sculpture.		
	Rotating display. Books, campus history, African art, Oscars, ginger roger's shoes. Integrate into stacks? Mechanisms for hanging. Lighting.		
	Storage of collection. Photos, newspapers		
	Kiosk. Not a full kitchen. Could be a connection between the 2 buildings. Opens earlier than the rest of the complex.		
	Could be outdoor		

BUILDING SPACE PROGRAM

College of the Desert
Library Complex - NEW BUILDING
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C - LIBRARY																		
11			LIBRARY CIRCULATION SERVICES															0
12			COLLECTIONS AND STUDY SEATING															0
13			PERIODICAL READING AREA															0
14			TECHNICAL SERVICES															0
15			GENERAL BUILDING SERVICES															0
16			FRIENDS OF THE LIBRARY															778
	16.1		FOL Bookstore								1	-	-	3	PO	-	528	-
	16.2		FOL Workroom and Storage								1	-	-	6	PO	-	250	-
D - LIBRARY/LRC MANAGEMENT																		
17			LIBRARY/ASC ADMINISTRATION															2,741
	17.1	310	ASC Coordinator Office	ASC	7B	1	1	PO	132		1	-	1	-	PO	-	152	-
	17.2	250	Faculty Multimedia Lab								1	6	?	?	PO	-	445	-
	17.3	310	Librarian's Office A								1	-	1	-	PO	-	125	-
	17.4	310	Librarian's Office B								1	-	1	-	PO	-	125	-
	17.5	310	Librarian's Office C								1	-	1	-	PO	-	125	-
	17.6	310	Librarian's Office D								1	-	1	-	PO	-	125	-
	17.7	315	Dean's Conference Room								1	12	-	-	PO	-	285	-
	17.8	310	Dean's Office	Lib	118	1	1	PO	230		1	-	1	-	PO	-	210	-
	17.9	310	Dean's Assistant Office	Lib	120	1	1	PO	135		1	-	1	-	PO	-	144	-
	17.10	GSF	Dean's Waiting Area								1	4	-	-	OS	-	100	-
	17.11	315	Work Room							X	1	-			PO	-	249	-
	17.12	315	File Area							X	1	-	-	-	OS	-	125	-
	17.13	315	Kitchenette							X	1	-	-	-	PO	-	106	-
	17.14	315	Library/LRC Storage	ASC	3A	1	-	PO	112	X	1	-	-	-	PO	-	300	-
				ASC	5A, 7C, 9	3	-	PO	?									
	17.15	310	Future Growth Office							-	1	-	1	-	PO	-	125	-
18			STAFF SERVICES															282
	18.1	650	Staff Lounge 2							X	1	12	-	-	PO	-	282	-

NEW BUILDING

NSF	REMARKS	New Building	
		1st Flr ASF	2nd Flr ASF
	High end bookstore. Separate hours of operation than the Library. Storefront retail (vital) operation 400 volunteers. 3 book sales/year. Book luncheons. Open to outside. Adjacent to Receiving area. Area for sales. They like being open on the same days as the Street Fair with visibility.	528	
	Staffed by 5-6 volunteers who sort, price, and wash books. Do not take prime real estate in the center of campus with warehouse space. Store books on pallets now. They would like shelves. Receive donated books. Behind storefront. Adjacent to Technical Services/Receiving.	250	
	MOVED FROM NEW BUILDING TO HILB 2.9.2012		
	Faculty professional development. An inviting spaces that encourages to come to this building and make use of facilities.		445
	Glass front private office. Close to general computing area. MOVED TO HILB BUILDING 2.9.2012		
	Glass front private office. Close to general computing area. MOVED TO HILB BUILDING 2.9.2012		
	Glass front private office. Close to general computing area. MOVED TO HILB BUILDING 2.9.2012		
	Conceived as touch-down space for adjuncts. Glass front private office. Close to general computing area. MOVED TO HILB BUILDING 2.9.2012		
			285
			210
	Could be combined with Support Service Workroom		144
100			100
	Copier, fax, office supplies, printer, counter space, storage + touch down space for student workers. + locker storage for student workers.		249
	Student records, payroll records. Secure file cabinets.		125
			106
	Moving to digital archiving. Secure records, locked cabinets. Extra equipment. Monitors. Provide shelving and cabinets.		300
	Future office for Supplemental Instruction/Tutoring.		125
	Adjacent to Staff Toilet Room and office suite. Used by Library and Foundation Staff.		282

BUILDING SPACE PROGRAM

College of the Desert

Library Complex - NEW BUILDING

2/9/2012

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				Bldg No.	Rm No.	# of Units	Stations	Space Type	ASF	Shared Use	# of Units	Stations	F.T. Staff	P.T. Staff	Space Type	ASF per Station	Program ASF	ASF
E - FOUNDATION																		
19			FOUNDATION OFFICE SUITE															1,273
	19.1	310	Office - Executive Director								1	-	1	-	PO	143	143	-
	19.2	310	Office - Development Director								1	-	1	-	PO	121	121	
	19.3	310	Office - Future Growth (Director)								1	-	1	-	PO	121	121	-
	19.4	310	Office - Chief Financial Officer								1	-	1	-	PO	116	116	-
	19.5	310	Office - Resource Development Coordinator								1	-	1	-	PO	116	116	
	19.6	310	Office - Public Information Officer								1	-	1	-	PO	116	116	-
	19.7	310	Office - Future Growth (Coordinator)								1	-	1	-	PO	116	116	-
	19.8	310	Office - Future Growth (Coordinator)								1	-	1	-	PO	116	116	-
	19.9	310	Office - Future Growth (Coordinator)								1	-	1	-	PO	116	116	-
	19.10	310	Workstation - Sr. Executive Assistant								1	-	1	-	WS	64	64	-
	19.11	310	Workstation - Future Growth								1	-	1	-	WS	64	64	-
	19.12	310	Workstation - Receptionist								1	-	1	-	WS	64	64	-
	19.13	*GSF*	*Waiting*								*1*	*4*	*-*	*-*	*OS*	*-*	*-*	-
	19.14	350	Conference Room							X	1	10	-	-	PO	0	0	-
	191.5	315	Work Room							X	1	-	-	-	PO	0	0	-
	19.16	315	File Room							X	1	-	-	-	PO	0	0	-
	19.17	315	Kitchenette							X	1	-	1	-	PO	0	0	-
F - OTHER																		
20			OTHER															6,349
	20.1		Campus Copy Center								1	-	?	?	PO	?	?	
	20.2		Outdoor Event Patio															
	20.3		Future Office														6,349	

NEW BUILDING

NSF	REMARKS	New Building	
		1st Flr ASF	2nd Flr ASF
			143
			121
			121
			116
			116
			116
			116
			116
			116
			64
			64
			64
100	Adjacent to Receptionist		100
	Share with adjacent administrative suite. Added in 2.9.2012 new building diagram.		180
	Share with adjacent administrative suite		0
	Share with adjacent administrative suite		0
	Share with adjacent administrative suite		0
	To Be Considered	100	
	To Be Considered on second floor - view to mountains.		

NOTES:

NOTES: