

**REVISED**

**1-25-2010**

**Library Space Sq. Ft. Summary**

<u>LIBRARY DIVISION</u> Space Name	SPACE SQ. FT.	DIVISION SQ. FT.
<b><u>Administration</u></b>		<b><u>610</u></b>
Administrative Support Manager	280	
Library Director's Office	268	
Reception & Waiting Area	62	
<b><u>Children's Library</u></b>		<b><u>4,988</u></b>
Children's Desk	189	
Children's Fiction & Non-Fiction	2,864	
Children's Outdoor Reading & Program Area	N/A	
Children's Program Area	350	
Children's Program Area Storage	78	
Children's Ref and Tech Area	284	
Children's Workroom	383	
Family Rest Room (s)	N/A	
Primary Books & Activity Area	840	
<b><u>Circulating Collections</u></b>		<b><u>3,910</u></b>
Circulating Collections	3,910	
<b><u>Circulation Services</u></b>		<b><u>1,735</u></b>
Book Return and Sorting Area	256	
Circulation Desk	302	
Copy Center	150	
Self-service check out and Holds	100	
Staff Workroom	927	
<b><u>General Building Services</u></b>		<b><u>660</u></b>
Custodial Sink & Storage Room	131	
General Library Storage Room	225	
Mechanical Equipment Room	N/A	
Staff Entrance & Lobby	N/A	
Staff Lounge	304	
Staff Rest Rooms	N/A	
<b><u>Information Services</u></b>		<b><u>3,014</u></b>

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<u>LIBRARY DIVISION</u> Space Name	SPACE SQ. FT.	DIVISION SQ. FT.
<b><u>Information Services</u></b>		<b><u>3,014</u></b>
Computer Learning Center	885	
Information Services Desk	182	
Reference Collection, Technology & Seating Area	1,334	
Study/Tutoring Room A	150	
Study/Tutoring Room B	150	
Study/Tutoring Room C	155	
Telecomm Room	158	
<b><u>Library Entrance</u></b>		<b><u>782</u></b>
Community Information Center	60	
Friends' Book Storage & Workroom	206	
Friends of the Library Bookstore	290	
New Book Browsing	226	
Public Entrance & Lobby	N/A	
Public Rest Rooms	N/A	
<b><u>Literacy Center</u></b>		<b><u>338</u></b>
Literacy Tutoring and Testing Room	80	
Literacy Workroom	258	
<b><u>Local History Collection</u></b>		<b><u>568</u></b>
Local History Reading Room	241	
Local History Workroom	327	
<b><u>Public Meeting Rooms</u></b>		<b><u>2,007</u></b>
AV, Chair & Table Storage Room	230	
Community Meeting Room	1,273	
Conference Room	398	
Custodial Sink & Supply Closet	N/A	
Kitchenette	106	
<b><u>Reading Rooms</u></b>		<b><u>1,406</u></b>
Fireplace Room	986	
Quiet Room	420	
<b><u>Teen Area</u></b>		<b><u>1,046</u></b>
Study/Tutoring Room	175	

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**LIBRARY DIVISION**

Space Name

**SPACE  
SQ. FT.**

**DIVISION  
SQ. FT.**

**Teen Area**

**1,046**

Teen Area

871

**Net Assignable Square Footage:**

**21,064**

Non-Assignable Square Footage (@ 25% of Gross):

7,021

**Gross Square Footage:**

**28,085**



**Library Space Sq. Ft. Summary with Furniture and Equipment**

**LIBRARY DIVISION**

LIBRARY SPACE NAME	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
Furniture and Equipment					

**ADMINISTRATION**

**610**

**ADMINISTRATIVE SUPPORT MANAGER 280**

<b>Cabinets, Full Height</b>	6	5	30		
1 linear foot x 24"d					
<b>Chair, Professional's</b>	1	0	0		
Low back high quality with casters					
<b>Chair, Visitor's</b>	2	15	30		
<b>Computer, Staff Desktop</b>	1	0	0		
CPU w/19" monitor, keyboard, mouse, barcode reader					
<b>Copier &amp; Network Printer</b>	1	50	50		
Floor unit with collator & enlarger 60"w x 30"d x 40"h					
<b>File Cabinet, Lateral (Four Drawer)</b>	2	20	40		
36"w x 18"d x 52"h					
<b>Paper Shredder</b>	1	0	0		
20"w x 18"d x 33"h					
<b>Recycling Bin</b>	1	10	10		
<b>Safe, Wall</b>	1	0	0		
17"w x 16"d x 13"h					
<b>Shelving, SF 90"h Steel W/ 7 Shelves</b>	4	10	40		
3'w x 12"d unit					
<b>Telephone Handset</b>	1	0	0		
<b>Workstation, Administrative Asst. Office System</b>	1	80	80		
8' x 9' modular panels 60"h, L-shaped work surface 30"d w/ keyboard tray, 2 overhead storage cabinets, task light, & 3 file pedestals					

**LIBRARY DIRECTOR'S OFFICE 268**

<b>Chair, Conference Room</b>	4	0	0		
At conference table - 26"w x 28"d					
<b>Chair, Library Director's</b>	1	0	0		
High back high quality					
<b>Computer, Staff Desktop</b>	1	0	0		
CPU w/19" monitor, keyboard, mouse, barcode reader					
<b>Credenza</b>	1	30	30		
72"w x 24"d x 30"h					
<b>Desk, Library Director's</b>	1	70	70		
84"w x 42"d					
<b>File Cabinet, Lateral (Four Drawer)</b>	1	20	20		
36"w x 18"d x 52"h					
<b>Printer, Scanner, Copier All-in-one</b>	1	0	0		
Desktop combination Unit					



**LIBRARY DIVISION****LIBRARY SPACE NAME**

Furniture and Equipment

UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
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**LIBRARY DIRECTOR'S OFFICE****268****Shelving, SF 84"h Wood W/ 6 Shelves**

3'w x 14"d unit

4 12 48

**Table, Conference**

Staff (4) - 48" diameter x 29"h

1 100 100

**Telephone Handset**

1 0 0

**Waste Basket**

13"w x 15"d x 15"h

1 0 0

**RECEPTION & WAITING AREA****62****Chair, Visitor's**

2 15 30

**Coat & Hat Rack**

1 20 20

**Lamp, Table**

1 0 0

**Table, End**

30"w x 30"d x 20"h

1 12 12

**CHILDREN'S LIBRARY****4,988****CHILDREN'S DESK****189****Book Truck**

36"w x 24"d

1 8 8

**Chair, Task**

Low back mid-quality with casters 25"w x 25"d

1 0 0

**Clock**

Wall-mounted

1 0 0

**Computer, Staff Desktop**

CPU w/19" monitor, keyboard, mouse, barcode reader

1 0 0

**File Cabinet, Lateral (Two Drawer)**

36"w x 18"d x 28"h

1 20 20

**Printer, Laser (B&W)**

1 0 0

**Queuing Space (Per Person)**

6 6 36

**Self Check-Out Machine & Kiosk**

36"w x 24"d x 48"h - Built into freestanding kiosk

1 25 25

**Telephone Handset**

1 0 0

**Waste Basket**

13"w x 15"d x 15"h

1 0 0

**Workstation, Children's Desk**

7'w x 30"d w/ 7' behind desk &amp; 3.5' in front

1 90 90

**36" Aisle SF 42"H Steel Shelving W/ 3 Shelves**

3'W x 12'D unit w/end panels &amp; canopy top

72 Children's Ready Reference

1 10 10

**CHILDREN'S FICTION & NON-FICTION****2,864****Chair, Juvenile**

16"w x 16"d x 16-18"h

32 0 0



**LIBRARY DIVISION****LIBRARY SPACE NAME****Furniture and Equipment**

UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
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**CHILDREN'S FICTION & NON-FICTION****2,864****Chair, Juvenile Lounge**

24"w x 24"d

2 25 50

**Computer, OPAC**

Flat screen end panel mounted with shelf

2 10 20

**Table, Juvenile**

66"w x 36"d x 27"h (4 Person)

8 80 640

**Waste Basket**

13"w x 15"d x 15"h

4 4 16

**36" Aisle SF 66"H Steel Shelving W/ 5 Shelves**

3"W x 12"D unit w/end panels &amp; canopy top

225 Parent/Teacher Books

2 10 20

**42" Aisle DF 66"H Steel Shelving W/ 10 Shelves**

3"W x 24"D unit w/end panels &amp; canopy top

12,000 Juvenile Fiction

31 20 620

**42" Aisle DF 66"H Steel Shelving W/ 10 Shelves**

3"W x 24"D unit w/end panels &amp; canopy top

1,430 Children's Spanish Language

3 20 60

**42" Aisle DF 66"H Steel Shelving W/ 8 Shelves**

3"W x 24"D unit w/end panels &amp; canopy top

22,000 Juvenile Non-Fiction

62 20 1,240

**42" Aisle DF 66"H Steel Shelving W/ 8 Shelves**

3"W x 24"D unit w/end panels &amp; canopy top

750 Folk And Fairy Tales

2 20 40

**42" Aisle SF 66"H Magazine Display Shelving W/4 Shelves**

36 Children's Current Magazines

3 12 36

**Compact Disc, CD-ROM & DVD Display Browser**

Three extendable drawers 38"w x 20"d x 42"h

540 Audio Compact Disc (CD)

2 24 48

**DVD SF Shelving Unit W/ 4 Sliding Browser Boxes**

3"W x 12"D unit - 96 DVD / box

600 DVD

2 10 20

**Paperback Rotor Tower DF 66" Shelving Unit**

4 Rotor towers w/ 6 tiers per tower in a DF shelving unit

1,400 Juvenile Paperbacks

3 18 54

**CHILDREN'S OUTDOOR READING & PROGRAM AREA****N/A****Bench, Child's (3 Person)**

60"w x 14"d

6 0 0

**Tables, Exterior With Shade Umbrellas**

Sturdy weighted outdoor tables with shade umbrellas

3 0 0

**CHILDREN'S PROGRAM AREA****350****Cabinets, Full Height (Lockable)**

1 linear foot x 24"d

6 5 30



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Furniture and Equipment

UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
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**CHILDREN'S PROGRAM AREA****350****Chair, Child's Stacking**

14"w x 14"d

20 0 0

**Clock**

Wall-mounted

1 0 0

**Cushion, Floor**

16"w x 16"d

40 8 320

**DVD Player**

17"w x 13"d x 5"h

1 0 0

**Sign, Announcement**

Free standing

1 0 0

**Table, Meeting Room**

60"w x 30"d x 29"h - folding

5 0 0

**CHILDREN'S PROGRAM AREA STORAGE****78****Dolly, Chair**

2'w x 3'd w/ 10 - 20 chairs stacked

2 12 24

**Dolly, Table**

3'w x 2'd w/ 4 tables per dolly

2 12 24

**Shelving, SF 90"h Steel W/ 7 Shelves**

3'w x 12"d unit

3 10 30

**CHILDREN'S REF AND TECH AREA****284****Chair, Technology Workstation**

21"w x 21"d

6 0 0

**Clock**

Wall-mounted

1 0 0

**Computer, Public Desktop**

CPU w/19"monitor, keyboard, mouse, DVD drive

6 0 0

**Headphone, AV**

6 0 0

**Print Release Station**

Includes PC Workstation with print manager, 15" LCD touch screen monitor, and laser printer

1 0 0

**Technology Carrel**

41"w x 30"d (1 Person) sit-down w/ power &amp; data management

6 40 240

**Waste Basket**

13"w x 15"d x 15"h

1 4 4

**42" Aisle DF 66"H Steel Shelving W/ 8 Shelves**

3'W x 24"D unit w/end panels &amp; canopy top

400 Children's Reference

2 20 40

**CHILDREN'S WORKROOM****383****Book Truck**

36"w x 24"d

2 8 16

**Bulletin Board**

2 0 0

**Cabinets, Above Counter**

1 linear foot x 24"d

12 0 0

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LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>CHILDREN'S WORKROOM</b>				<b>383</b>	
<b>Cabinets, Below Counter</b> 1 linear foot x 24"d	4	0	0		
<b>Cabinets, Full Height</b> 1 linear foot x 24"d	8	5	40		
<b>Chair, Task</b> Low back mid-quality with casters 25"w x 25"d	4	0	0		
<b>Clock</b> Wall-mounted	1	0	0		
<b>Computer, Staff Desktop</b> CPU w/19" monitor, keyboard, mouse, barcode reader	2	0	0		
<b>File Cabinet, Lateral (Four Drawer)</b> 36"w x 18"d x 52"h	1	20	20		
<b>First Aid Kit</b> 10"w x 3"d x 10"h - Wall-mounted	1	0	0		
<b>Fiat File</b> 54"w x 42"d x 36"h -10 drawers for posters, maps, paper	1	36	36		
<b>Paper Towel Dispenser</b> Wall-mounted	1	0	0		
<b>Printer, Laser (Color)</b>	1	0	0		
<b>Recycling Bin</b>	1	10	10		
<b>Shelving, SF 90"h Steel W/ 7 Shelves</b> 3"w x 12"d unit	4	10	40		
<b>Sink</b> 36"w x 24"d - In counter	1	16	16		
<b>Soap Dispenser</b> 5"w x 4"d x 10"h - Wall-mounted	1	0	0		
<b>Telephone Handset</b>	1	0	0		
<b>Waste Basket</b> 13"w x 15"d x 15"h	4	0	0		
<b>Workstation, Children's Counter</b> 5'w x 30"d - against wall	2	40	80		
<b>Workstation, Children's Office System</b> 5' x 6' modular panels, L-shaped work surface 30"d w/ keyboard tray, 1 overhead storage cabinet, task light, & 1 file pedestal	1	45	45		
<b>Workstation, Children's Office System</b> 8' x 9' modular panels 60"h, L-shaped work surface 30"d w/ keyboard tray, 2 overhead storage cabinets, task light, & 3 file pedestals	1	80	80		
<b>FAMILY REST ROOM (S)</b>				<b>N/A</b>	
<b>Commode</b> Rest room	2	0	0		
<b>Diaper Changing Counter</b> 36"w x 18"d	2	0	0		
<b>Hand Dryer</b> 12"w x 7"d x 10"h - wall-mounted	2	0	0		



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Furniture and Equipment

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**FAMILY REST ROOM (S)****N/A****Mirror, With Shelf**

Above counter

2 0 0

**Paper Towel Dispenser**

Wall-mounted

2 0 0

**Sink And Counter**

Rest room

2 0 0

**Soap Dispenser**

5"w x 4"d x 10"h - Wall-mounted

2 0 0

**PRIMARY BOOKS & ACTIVITY AREA****840****Chair, Child's**

14"w x 13"d x 10-16"h

8 0 0

**Children's Soft Sculpted Furniture**

Priced by the item, consult vendor.

6 50 300

**Computer, Children's Early Learning**

Non-Internet computer learning station with counter

2 40 80

**Computer, OPAC**

Flat screen end panel mounted with shelf

2 10 20

**Table, Children's Slant Top**

78"w x 30"d x 21-26"h (6 Person)

1 90 90

**36" Aisle SF 45"H Steel Shelving W/ 2 Shelves**

3"W x 12"D unit w/end panels &amp; canopy top

240 Media Kit (Audio Cassette W/ Book)

2 10 20

**36" Aisle SF 45"H Steel Shelving W/ 3 Shelves**

3"W x 12"D unit w/end panels &amp; canopy top

150 New Books

3 10 30

**42" Aisle DF 45"H Steel Shelving W/ 6 Shelves**

3"W x 24"D unit w/end panels &amp; canopy top

750 Children's Easy Readers

3 20 60

**42" Aisle DF 45"H Steel Shelving W/ 6 Shelves**

3"W x 24"D unit w/end panels &amp; canopy top

5,000 Children's Picture Books

12 20 240

**CIRCULATING COLLECTIONS****3,910****CIRCULATING COLLECTIONS****3,910****Chair, Lounge**

36"w x 36"d

10 35 350

**Chair, Reader's**

21"w x 21"d

24 0 0

**Computer, OPAC**

Flat screen end panel mounted with shelf

6 10 60

**Stool, Kick-Step**

8 0 0

**Table, Reader's**

72"w x 48"d x 29"h (4 Person)

6 100 600

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Furniture and Equipment

UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
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**CIRCULATING COLLECTIONS****3,910**

<b>Waste Basket</b> 13"w x 15"d x 15"h	6	0	0
<b>36" Aisle DF 90"H Steel Shelving W/ 12 Shelves</b> 3"W x 24"D unit w/end panels 70 Back Issue Magazines	2	18	36
<b>36" Aisle DF 90"H Steel Shelving W/ 14 Shelves</b> 3"W x 24"D unit w/end panels 15,400 Fiction	41	18	738
<b>36" Aisle DF 90"H Steel Shelving W/ 14 Shelves</b> 3"W x 24"D unit w/end panels 1,400 Large Print	4	18	72
<b>36" Aisle DF 90"H Steel Shelving W/ 14 Shelves</b> 3"W x 24"D unit w/end panels 1,500 International Languages	3	18	54
<b>42" Aisle DF 90"H Steel Shelving W/ 14 Shelves</b> 3"W x 24"D unit w/end panels 37,500 Non-Fiction	100	20	2,000

**CIRCULATION SERVICES****1,735****BOOK RETURN AND SORTING AREA****256**

<b>Book Bin, Depressible</b>	3	16	48
<b>Book Truck</b> 36"w x 24"d	6	8	48
<b>Chair, Task</b> Low back mid-quality with casters 25"w x 25"d	2	0	0
<b>Computer, Staff Desktop</b> CPU w/19" monitor, keyboard, mouse, barcode reader	2	0	0
<b>Delivery Bins</b>	20	2	40
<b>Shelving, SF 90"h Steel W/ 7 Shelves</b> 3"w x 12"d unit	4	10	40
<b>Workstation, Circulation Check-In Counter</b> 5'w x 30"d - Against Wall	2	40	80

**CIRCULATION DESK****302**

<b>Book Truck</b> 36"w x 24"d	6	8	48
<b>Cabinets, Full Height</b> 1 linear foot x 24"d	4	5	20
<b>Cash Register</b>	2	0	0
<b>Chair, Task</b> Low back mid-quality with casters 25"w x 25"d	2	0	0
<b>Clock</b> Wall-mounted	1	0	0

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**LIBRARY DIVISION**

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>CIRCULATION DESK</b>				<b>302</b>	
<b>Computer, Staff Desktop</b> CPU w/19" monitor, keyboard, mouse, barcode reader	2	0	0		
<b>Mat, Anti-fatigue</b>	2	0	0		
<b>Paper Shredder</b> 20"w x 18"d x 33"h	1	0	0		
<b>Printer, Laser (B&amp;W)</b>	1	0	0		
<b>Printer, Receipt</b>	2	0	0		
<b>Queuing Space (Per Person)</b>	6	6	36		
<b>Recycling Bin</b>	1	10	10		
<b>Security System Book &amp; Media Resensitizer</b> Desktop unit w/signal light 12"w x 5.5"d x 4.5"h AC	2	0	0		
<b>Security System Book Desensitizer</b> Desktop non-electric unit 10"w x 5"d x 1.5"h	2	0	0		
<b>Security System Media Desensitizer</b> Desktop non-electric unit 10"w x 4.25"d x 2.25"h	2	0	0		
<b>Shelving, SF 84"h Steel W/ 6 Shelves</b> 3'w x 12'd unit	2	10	20		
<b>Telephone Handset</b>	2	0	0		
<b>Waste Basket</b> 13'w x 15'd x 15"h	2	4	8		
<b>Workstation, Circulation Check-Out Desk</b> 6'w x 30'd w/ 7' behind desk & 3.5' in front	2	80	160		
<b>COPY CENTER</b>				<b>150</b>	
<b>Cabinets, Below Counter (Lockable)</b> 1 linear foot x 24"d	6	0	0		
<b>Copier, B&amp;W Freestanding</b> Floor unit w/ collator & enlarger 60"w x 30"d x 40"h	2	50	100		
<b>Preparation Counter</b> 6'w x 30"d - against wall	1	40	40		
<b>Recycling Bin</b>	1	10	10		
<b>Vending Machine</b> Office supplies, paper, pens, pencils CDs, Disks,	1	0	0		
<b>Vendor Card Encoder/Dispenser</b> Wall-mount	1	0	0		
<b>Vendor Card Reader</b> Equipment or desktop mounted	2	0	0		
<b>SELF-SERVICE CHECK OUT AND HOLDS</b>				<b>100</b>	
<b>Self Check-Out Counter</b> 4'w x 30'd - against wall	2	30	60		
<b>Self Check-Out Machine</b> 25'w x 29'd x 27'h - counter top unit	2	0	0		



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<b>SELF-SERVICE CHECK OUT AND HOLDS</b>				<b>100</b>	
Shelving, SF 90"h Steel W/ 7 Shelves 3'w x 12"d unit	4	10	40		
<b>STAFF WORKROOM</b>				<b>927</b>	
Bar Code Reader, Hand-Held	6	0	0		
Book Truck 36"w x 24"d	4	8	32		
Box, Cardboard In transition or storage	4	4	16		
Bulletin Board	1	0	0		
Cabinets, Above Counter 1 linear foot x 24"d	16	0	0		
Chair, Task Low back mid-quality with casters 25"w x 25"d	8	0	0		
Clock Wall-mounted	1	0	0		
Computer, Staff Desktop CPU w/19" monitor, keyboard, mouse, barcode reader	6	0	0		
Copier & Network Printer Floor unit with collator & enlarger 60"w x 30"d x 40"h	1	50	50		
File Cabinet, Vertical (Four Drawer) 18"w x 29"d x 52"h	2	14	28		
First Aid Kit 10"w x 3"d x 10"h - Wall-mounted	1	0	0		
Key Cabinet 12"w x 5"d x 16"h	1	0	0		
Paper Cutter	2	0	0		
Paper Towel Dispenser Wall-mounted	1	0	0		
Recycling Bin	1	10	10		
Shelving, SF 90"h Steel W/ 7 Shelves 3'w x 12"d unit	8	10	80		
Sink 36"w x 24"d - In counter	1	16	16		
Soap Dispenser 5"w x 4"d x 10"h - Wall-mounted	1	0	0		
Telephone Handset	4	0	0		
Waste Basket 13"w x 15"d x 15"h	5	0	0		
White Board 3' x 6' - erasable marker board	1	0	0		
Work Island 42" wide x 84" long with drawers underneath	1	100	100		



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<b>STAFF WORKROOM</b>				<b>927</b>	
<b>Workstation, Clerical Counter</b> 5'w x 30"d - against wall	2	40	80		
<b>Workstation, Clerical Office System</b> 6' x 8' modular panels, U-shaped work surface 30"d w/ keyboard tray, 1 overhead storage cabinet, task light, & 1 file pedestal	4	55	220		
<b>Workstation, Reference Office System</b> 8' x 9' modular panels 60"h, L-shaped work surface 30"d w/ keyboard tray, 2 overhead storage cabinets, task light, & 3 file pedestals	2	80	160		
<b>Workstation, Shipping &amp; Receiving Counter</b> 6'w x 30"d - against wall	3	45	135		

**GENERAL BUILDING SERVICES****660**

CUSTODIAL SINK & STORAGE ROOM				131	
<b>Box, Cardboard</b> In transition or storage	2	4	8		
<b>Bulletin Board</b>	1	0	0		
<b>Carpet Cleaning Machine</b>	1	5	5		
<b>Cleaning Cart</b> 38"w x 20"d x 38"h	1	10	10		
<b>First Aid Kit</b> 10"w x 3"d x 10"h - Wall-mounted	1	0	0		
<b>Garbage Bin, Interior</b>	1	10	10		
<b>Hand Truck</b> 23"w x 18"d x 51"h	1	4	4		
<b>Key Cabinet</b> 12"w x 5"d x 16"h	1	0	0		
<b>Ladder, Extension</b> 22"w x 55"-156"h - Wall-mounted	1	2	2		
<b>Ladder, Step</b>	1	2	2		
<b>Mop Bucket</b> 20"w x 18"d - On casters w/ mop wringer	1	4	4		
<b>Paper Towel Dispenser</b> Wall-mounted	1	0	0		
<b>Recycling Bin</b>	1	10	10		
<b>Shelving, Industrial</b> SF 36"w x 24"d x 84"h steel w/ 6 shelves	2	15	30		
<b>Sink</b> 36"w x 24"d - In counter	1	16	16		
<b>Storage Cabinet</b> 36"w x 18"d x 65"h	1	18	18		
<b>Telephone Handset</b>	1	0	0		
<b>Tool Box</b>	1	0	0		

Dixon Library District 28K Version



**LIBRARY DIVISION**

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>CUSTODIAL SINK &amp; STORAGE ROOM</b>				<b>131</b>	
<b>Vacuum Cleaner, Dry Upright</b> 15" w x 12" d x 42" h	1	8	8		
<b>Waste Basket</b> 13" w x 15" d x 15" h	1	4	4		
<b>GENERAL LIBRARY STORAGE ROOM</b>				<b>225</b>	
<b>Box, Cardboard</b> In transition or storage	15	4	60		
<b>Shelving, Industrial</b> SF 36" w x 24" d x 84" h steel w/ 6 shelves	3	15	45		
<b>Shelving, SF 90" h Steel W/ 7 Shelves</b> 3' w x 12' d unit	12	10	120		
<b>MECHANICAL EQUIPMENT ROOM</b>				<b>N/A</b>	
<b>STAFF ENTRANCE &amp; LOBBY</b>				<b>N/A</b>	
<b>Bulletin Board</b>	1	0	0		
<b>Coat &amp; Hat Rack</b>	1	0	0		
<b>Locker</b> Unit 12" w x 12" d x 62" h (Two 30" h lockers)	6	0	0		
<b>STAFF LOUNGE</b>				<b>304</b>	
<b>Bottled Water Dispenser</b> 24" w x 24" d	1	8	8		
<b>Bulletin Board</b>	1	0	0		
<b>Cabinets, Above Counter</b> 1 linear foot x 24" d	6	0	0		
<b>Cabinets, Below Counter</b> 1 linear foot x 24" d	6	0	0		
<b>Chair, Café</b>	8	0	0		
<b>Chair, Staff Lounge</b> 36" w x 36" d	1	35	35		
<b>Clock</b> Wall-mounted	1	0	0		
<b>Coffee Maker/Urn</b>	1	0	0		
<b>Cutting Board, Kitchen</b> 22" w x 18" d x 1" h	1	0	0		
<b>Garbage Disposal</b>	1	0	0		
<b>Microwave Oven</b> 30" w x 14" d x 16" h - countertop or under cabinet	1	0	0		
<b>Paper Cup Dispenser</b> 3" diameter x 18" h - Wall-mounted	1	0	0		
<b>Paper Towel Dispenser</b> Wall-mounted	1	0	0		



**LIBRARY DIVISION****LIBRARY SPACE NAME****Furniture and Equipment**

UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
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**STAFF LOUNGE****304**

<b>Refrigerator</b> Full-sized - 32"w x 36"d x 68"h w/ freezer	1	20	20	
<b>Sink</b> 36"w x 24"d - In counter	1	16	16	
<b>Soap Dispenser</b> 5"w x 4"d x 10"h - Wall-mounted	1	0	0	
<b>Sofa (3 Seat)</b> 78"w x 32"d	1	60	60	
<b>Table, Café</b> Staff (4) - 30" diameter	2	55	110	
<b>Telephone Handset</b>	1	0	0	
<b>Toaster Oven</b>	1	0	0	
<b>Workstation, Food Preparation Counter</b> 7'w x 30"d - against wall	1	55	55	

**STAFF REST ROOMS****N/A**

<b>Commode</b> Rest room	3	0	0	
<b>Hand Dryer</b> 12"w x 7"d x 10"h - wall-mounted	2	0	0	
<b>Mirror</b> Full length	1	0	0	
<b>Mirror, With Shelf</b> Above counter	2	0	0	
<b>Paper Towel Dispenser</b> Wall-mounted	2	0	0	
<b>Sink And Counter</b> Rest room	2	0	0	
<b>Soap Dispenser</b> 5"w x 4"d x 10"h - Wall-mounted	2	0	0	
<b>Stall</b> Rest room	3	0	0	
<b>Urinal</b>	1	0	0	

**INFORMATION SERVICES****3,014****COMPUTER LEARNING CENTER****885**

<b>ADA Alternate Keyboard</b> 20"w x 13"d x 1.5"h	2	0	0	
<b>ADA Alternate Mouse/ Trackball</b>	2	0	0	
<b>ADA Screen Magnifier Attachment</b> Attaches to monitor	2	0	0	
<b>Cabinets, Full Height (Lockable)</b> 1 linear foot x 24"d	6	5	30	

Dixon Library District 28K Version



**LIBRARY DIVISION**

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>COMPUTER LEARNING CENTER</b>				<b>885</b>	
<b>Chair, Task</b> Low back mid-quality with casters 25"w x 25"d	1	0	0		
<b>Chair, Technology Workstation Task</b> Low back mid-quality with casters 25"w x 25"d	30	0	0		
<b>Computer, Public Desktop</b> CPU, w/ monitor, keyboard & mouse	30	0	0		
<b>Computer, Staff Portable</b> Portable CPU, w/ monitor, keyboard & mouse	1	0	0		
<b>Donor Recognition Plaque</b>	1	0	0		
<b>Laser Pointer</b>	1	0	0		
<b>Lectern (w/ Space For A Portable Computer)</b> 31"w x 29"d w/ microphone, speaker, light & clock	1	45	45		
<b>Print Release Station</b> Includes PC Workstation with print manager, 15" LCD touch screen monitor, and laser printer	2	0	0		
<b>Projection Screen, Motorized Ceiling</b> Front projection	1	0	0		
<b>Projector, Ceiling Mounted</b> 17"w x 16"d x 7"h - AV & computer, LCD to DLP	1	0	0		
<b>Recycling Bin</b>	2	10	20		
<b>Technology Equipment Counter</b> 36"w x 30"d with lockable storage below	2	20	40		
<b>Technology Training Table, Computer Lab</b> 72"w x 30"d (2 Person) sit-down	15	50	750		
<b>Telephone Handset</b>	1	0	0		
<b>Waste Basket</b> 13"w x 15"d x 15"h	2	0	0		
<b>INFORMATION SERVICES DESK</b>				<b>182</b>	
<b>Book Truck</b> 36"w x 24"d	1	8	8		
<b>Chair, Task</b> Low back mid-quality with casters 25"w x 25"d	1	0	0		
<b>Computer, Staff Desktop</b> CPU w/19" monitor, keyboard, mouse, barcode reader	1	0	0		
<b>File Cabinet, Lateral (Two Drawer)</b> 36"w x 18"d x 28"h	1	20	20		
<b>Printer, Laser (B&amp;W)</b>	1	0	0		
<b>Queuing Space (Per Person)</b>	4	6	24		
<b>Telephone Handset</b>	1	0	0		
<b>Waste Basket</b> 13"w x 15"d x 15"h	1	0	0		
<b>Workstation, Reference Desk</b> 6"w x 30"d w/ 7' behind desk & 3.5' in front	1	90	90		

Dixon Library District 28K Version



**LIBRARY DIVISION****LIBRARY SPACE NAME**

Furniture and Equipment

UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
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**INFORMATION SERVICES DESK****182****36" Aisle SF 45"H Steel Shelving W/ 3 Shelves**

3'W x 12'D unit w/end panels &amp; canopy top

216 Ready Reference

4 10 40

**REFERENCE COLLECTION, TECHNOLOGY & SEATING AREA****1,334****Atlas Case**

31"w x 25"d x 43"h w/ 5 shelves

1 20 20

**Chair, Reader's**

21"w x 21"d

16 0 0

**Chair, Technology Workstation**

21"w x 21"d

16 0 0

**Computer, Public Desktop**

CPU, w/17" flat panel monitor, keyboard &amp; mouse

16 0 0

**Microfilm Reader/Printer**

48"w x 43"d x 53"h with stand

1 40 40

**Print Release Station**

Includes PC Workstation with print manager, 15" LCD touch screen monitor, and laser printer

2 40 80

**Recycling Bin**

2 10 20

**Scanner, Flat**

2 0 0

**Stool, Kick-Step**

2 0 0

**Table, Reader's**

72"w x 36"d x 29"h (4 Person)

4 90 360

**Tax Form Center**

36" diameter x 70"h - rotating carousel display

1 30 30

**Technology Carrel**

41"w x 30"d (1 Person) sit-down w/ power &amp; data management

16 40 640

**Waste Basket**

13"w x 15"d x 15"h

6 0 0

**36" Aisle DF 90"H Steel Shelving W/ 12 Shelves**

3'W x 24'D unit w/end panels

2,000 Reference

8 18 144

**STUDY/TUTORING ROOM A****150****Chair, Reader's**

21"w x 21"d

6 0 0

**Clock**

Wall-mounted

1 0 0

**Presentation Center**

48"w x 36"h w/ marker board, tack board, &amp; flip chart

1 0 0

**Table, Group Study**

60" Diameter x 29"h (4 to 6 Person)

1 150 150

**Waste Basket**

13"w x 15"d x 15"h

1 0 0

Dixon Library District 28K Version



## LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>STUDY/TUTORING ROOM A</b>					<b>150</b>
<b>White Board</b> 4' x 10' – erasable marker board	1	0	0		
<b>STUDY/TUTORING ROOM B</b>					<b>150</b>
<b>Chair, Reader's</b> 21"w x 21"d	6	0	0		
<b>Clock</b> Wall-mounted	1	0	0		
<b>Presentation Center</b> 48"w x 36"h w/ marker board, tack board, & flip chart	1	0	0		
<b>Table, Group Study</b> 60" Diameter x 29"h (4 to 6 Person)	1	150	150		
<b>Waste Basket</b> 13"w x 15"d x 15"h	1	0	0		
<b>White Board</b> 4' x 10' – erasable marker board	1	0	0		
<b>STUDY/TUTORING ROOM C</b>					<b>155</b>
<b>Chair, Group Study</b> At table or counter - 21"w x 21"d	4	0	0		
<b>Table, Group Study</b> 66"w x 36"d x 29"h (4 Person)	1	155	155		
<b>Waste Basket</b> 13"w x 15"d x 15"h	1	0	0		
<b>White Board</b> 3' x 6' – erasable marker board	2	0	0		
<b>TELECOMM ROOM</b>					<b>158</b>
<b>Bulletin Board</b>	1	0	0		
<b>Cisco 1702 T1 WIC/CSU</b>	2	0	0		
<b>Computer Stand</b>	1	20	20		
<b>DSU/CSU Telecommunications Device</b> 6"w x 12"d x 3"h - Connects computer system to telephone system	1	0	0		
<b>Fire Extinguisher, Halon</b> Hand-held, wall-hung unit	1	0	0		
<b>HP D530 Mini Tower Active Directory Server</b>	1	0	0		
<b>Linksys WRT54G WirelessAccess Port</b>	1	0	0		
<b>Netgear JFS52U 24-port 10/100</b>	4	0	0		
<b>Rack, Computer / Communications Equipment</b> 36"w x 24"d x 60"h	2	30	60		
<b>Router/Switch</b> Rack-mounted - 8"w x 20"d x 24"h	1	0	0		
<b>Safe, Data / Tape Carrier</b> Portable & fire Proof - 18"w x 18"d x 18"h	1	0	0		

Dixon Library District 28K Version



**LIBRARY DIVISION**

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>TELECOMM ROOM</b>				<b>158</b>	
<b>Server, Desktop / Rack Mount</b> 8"w x 20"d x 24"h	2	0	0		
<b>Storage Cabinet</b> 36"w x 18"d x 65"h	2	18	36		
<b>Tape Drive, External DAT / Cartridge Tape</b>	1	0	0		
<b>Telecommunications Backboard</b> 8'w x 8'h wall-mounted fire-rated plywood	1	28	28		
<b>Telecommunications Equipment/Hub/ Multiplexer</b> Rack mounted or desktop	1	0	0		
<b>Telephone Handset</b>	1	0	0		
<b>Uninterruptible Power Supply (UPS), Multiple Devices</b> Floor mount - 12'w x 24"d x 72"h	1	10	10		
<b>Waste Basket</b> 13'w x 15"d x 15'h	1	4	4		
<b>White Board</b> 3' x 6' - erasable marker board	1	0	0		

**782****LIBRARY ENTRANCE**

<b>COMMUNITY INFORMATION CENTER</b>				<b>60</b>	
<b>Bulletin Board</b>	2	0	0		
<b>Queuing Space (Per Person)</b>	6	6	36		
<b>Rack, Literature Display Handout</b> Wall-mounted	4	6	24		
<b>FRIENDS' BOOK STORAGE &amp; WORKROOM</b>				<b>206</b>	
<b>Book Truck</b> 36"w x 24"d	2	8	16		
<b>Box, Cardboard</b> In transition or storage	10	4	40		
<b>Chair, Task</b> Low back mid-quality with casters 25"w x 25"d	2	0	0		
<b>Clock</b> Wall-mounted	1	0	0		
<b>Recycling Bin</b>	1	10	10		
<b>Shelving, SF 90"h Steel W/ 7 Shelves</b> 3'w x 12"d unit	8	10	80		
<b>Telephone Handset</b>	1	0	0		
<b>Waste Basket</b> 13'w x 15"d x 15'h	1	0	0		
<b>Workstation, Friends' Work Counter</b> 8'w x 30"d - against wall	1	60	60		

Dixon Library District 28K Version



**LIBRARY DIVISION**

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>FRIENDS OF THE LIBRARY BOOKSTORE</b>				<b>290</b>	
<b>Bench (2 Person)</b> 52"w x 22"d x 18"h	1	20	20		
<b>Case, In-Wall Display</b> Custom built-in, 60"w x 18"d x 72"h, w/ lighting & glass doors	2	0	0		
<b>Cash Register</b>	1	0	0		
<b>Chair, Task</b> Low back mid-quality with casters 25"w x 25"d	1	0	0		
<b>Clock</b> Wall-mounted	1	0	0		
<b>Desk, Friends'</b> 66"w x 30"d	1	50	50		
<b>Shelving, SF 84"h Steel W/ 6 Shelves</b> 3"w x 12"d unit	22	10	220		
<b>Telephone Handset</b>	1	0	0		
<b>Waste Basket</b> 13"w x 15"d x 15"h	1	0	0		
<b>NEW BOOK BROWSING</b>				<b>226</b>	
<b>Bench (2 Person)</b> 52"w x 22"d x 18"h	2	20	40		
<b>36" Aisle DF 66"H Steel Shelving W/ 10 Shelves</b> 3"W x 24"D unit w/end panels & canopy top 125 New Books	1	18	18		
<b>36" Aisle DF 66"H Steel Shelving W/ 10 Shelves</b> 3"W x 24"D unit w/end panels & canopy top 50 Rental Books	1	18	18		
<b>42" Aisle DF 66"H Steel Shelving W/ 10 Shelves</b> 3"W x 24"D unit w/end panels & canopy top 700 Audio Book CD (CD ROM)	3	20	60		
<b>Audio CD SF 66" Shelving W/ 4 Sliding Browser Boxes</b> 3"W x 12"D unit - 96 audio CD's / box 700 Audio Compact Disc (CD)	2	10	20		
<b>DVD SF Shelving Unit W/ 4 Sliding Browser Boxes</b> 3"W x 12"D unit - 96 DVD / box 2,500 DVD	7	10	70		
<b>PUBLIC ENTRANCE &amp; LOBBY</b>				<b>N/A</b>	
<b>Bench, Lobby (2 Person)</b> 52"w x 22"d x 18"h	1	0	0		
<b>Bulletin Board</b>	1	0	0		
<b>Case, In-Wall Display</b> Custom built-in, 60"w x 18"d x 72"h, w/ lighting & glass doors	2	0	0		
<b>Donor Recognition Wall</b>	1	0	0		
<b>Security System Gates, Inventory Control</b> Three gates (two corridors) 83"w x 26"d x 70"h	1	0	0		

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**LIBRARY DIVISION**

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>PUBLIC ENTRANCE &amp; LOBBY</b>				<b>N/A</b>	
Sign, Announcement Wall-hung	1	0	0		
<b>PUBLIC REST ROOMS</b>				<b>N/A</b>	
Commode Rest room	7	0	0		
Diaper Changing Counter 36"w x 18"d	2	0	0		
Hand Dryer 12"w x 7"d x 10"h - wall-mounted	2	0	0		
Mirror, With Shelf Above counter	2	0	0		
Paper Towel Dispenser Wall-mounted	2	0	0		
Sink And Counter Rest room	4	0	0		
Soap Dispenser 5"w x 4"d x 10"h - Wall-mounted	4	0	0		
Stall Rest room	7	0	0		
Urinal	2	0	0		

**338**

**LITERACY CENTER**

<b>LITERACY TUTORING AND TESTING ROOM</b>				<b>80</b>	
Chair, Group Study At table or counter - 21"w x 21"d	2	0	0		
Clock Wall-mounted	1	0	0		
Computer, Public Desktop CPU w/19"monitor, keyboard, mouse, DVD drive	1	0	0		
Headphone, AV	2	0	0		
Literacy Tutoring Counter 6'w x 30'd (2 Person) - against wall	1	80	80		
Waste Basket 13"w x 15"d x 15"h	1	0	0		
<b>LITERACY WORKROOM</b>				<b>258</b>	
Cabinets, Full Height 1 linear foot x 24"d	8	5	40		
Chair, Task Low back mid-quality with casters 25"w x 25"d	2	0	0		
Chair, Visitor's	2	15	30		
Clock Wall-mounted	1	0	0		

Dixon Library District 28K Version



**LIBRARY DIVISION****LIBRARY SPACE NAME****Furniture and Equipment**

UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
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**LITERACY WORKROOM****258**

<b>Computer, Staff Desktop</b> CPU w/19" monitor, keyboard, mouse, barcode reader	2	0	0	
<b>File Cabinet, Vertical (Four Drawer)</b> 18" w x 29" d x 52" h	2	14	28	
<b>Printer, Laser (B&amp;W)</b>	1	0	0	
<b>Shelving, SF 90" h Steel W/ 7 Shelves</b> 3' w x 12' d unit	3	10	30	
<b>Telephone Handset</b>	1	0	0	
<b>Waste Basket</b> 13" w x 15" d x 15" h	1	0	0	
<b>Workstation, Literacy Office System</b> 6' x 8' modular panels, U-shaped work surface 30" d w/ keyboard tray, 1 overhead storage cabinet, task light, & 1 file pedestal	2	60	120	
<b>36" Aisle SF 90" H Steel Shelving W/ 7 Shelves</b> 3' W x 12' D unit w/end panels 500 Literacy	1	10	10	

**LOCAL HISTORY COLLECTION****568****LOCAL HISTORY READING ROOM****241**

<b>Chair, Reader's</b> 21" w x 21" d	4	0	0	
<b>Chair, Task</b> Low back mid-quality with casters 25" w x 25" d	1	0	0	
<b>Desk, Volunteer's</b> 60" w x 30" d	1	45	45	
<b>Shelving, SF 84" h Wood W/ 6 Shelves</b> 3' w x 14" d unit	8	12	96	
<b>Table, Reader's</b> 72" w x 48" d x 29" h (4 Person)	1	100	100	

**LOCAL HISTORY WORKROOM****327**

<b>Cabinets, Full Height</b> 1 linear foot x 24" d	6	5	30	
<b>Chair, Task</b> Low back mid-quality with casters 25" w x 25" d	3	0	0	
<b>Computer, Staff Desktop</b> CPU w/19" monitor, keyboard, mouse, barcode reader	2	0	0	
<b>File Cabinet, Vertical (Four Drawer)</b> 18" w x 29" d x 52" h	4	14	56	
<b>Fiat File</b> 54" w x 42" d x 36" h -10 drawers for posters, maps, paper	1	36	36	
<b>Printer, Scanner, Copier All-in-one</b> Desktop combination Unit	2	0	0	

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**LIBRARY DIVISION****LIBRARY SPACE NAME**

Furniture and Equipment

UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
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**LOCAL HISTORY WORKROOM****327**

<b>Shelving, SF 90"h Steel W/ 7 Shelves</b> 3'w x 12"d unit	6	10	60
<b>Telephone Handset</b>	2	0	0
<b>Workstation, Local History Counter</b> 6'w x 30"d - against wall	2	45	90
<b>Workstation, Local History Office System</b> 6' x 8' modular panels, U-shaped work surface 30"d w/ keyboard tray, 1 overhead storage cabinet, task light, & 1 file pedestal	1	55	55

**PUBLIC MEETING ROOMS****2,007****AV, CHAIR & TABLE STORAGE ROOM****230**

<b>AV/Technology Equipment Cart, Large</b> 32"w x 24"d x 44"h	1	15	15
<b>Computer, Public Portable</b> Portable CPU, w/ monitor, keyboard & mouse	20	0	0
<b>Dolly, Chair</b> 2'w x 3'd w/ 10 - 20 chairs stacked	6	15	90
<b>Dolly, Table</b> 3'w x 2'd w/ 4 tables per dolly	4	15	60
<b>Mobile Security Cart (Anchor Pad)</b> 31"w x 45"h x 18"d, 10 shelf, 20 outlet secure lap top charging station	1	30	30
<b>Stage Storage</b>	1	35	35

**COMMUNITY MEETING ROOM****1,273**

<b>ADA Assistive Listening Device</b> Hand-held or worn	5	0	0
<b>Audio Amplifier</b> 19"w x 16"d x 7"h	1	0	0
<b>Chair, Meeting Room - Stacking</b> 25"w x 21"d	100	10	1,000
<b>Clock</b> Wall-mounted	1	0	0
<b>Computer, Staff Portable</b> Portable CPU, w/ monitor, keyboard & mouse	1	0	0
<b>Flip Chart With Stand</b> 28"w x 24"d x 70"h	1	18	18
<b>Laser Pointer</b>	1	0	0
<b>Lectern (w/ Space For A Portable Computer)</b> 31"w x 29"d w/ microphone, speaker, light & clock	1	35	35
<b>Microphone, Lavalere</b> Wireless	1	0	0
<b>Projection Screen, Motorized Ceiling</b> Front projection	1	0	0

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**LIBRARY DIVISION**

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>COMMUNITY MEETING ROOM</b>				<b>1,273</b>	
<b>Projector, Ceiling Mounted</b> 17" w x 16" d x 7" h - AV & computer, LCD to DLP	1	0	0		
<b>Stage, Portable</b> 8' w x 8' d x 8" h w/ ramping	1	220	220		
<b>Table, Meeting Room</b> 60" w x 24" d x 29" h - folding	15	0	0		
<b>Telephone Handset</b>	1	0	0		
<b>CONFERENCE ROOM</b>				<b>398</b>	
<b>Audio Teleconferencing System</b> Audio only - 13" w x 12" d x 2" h	1	0	0		
<b>AV/Technology Equipment Cart, Small</b> 24" w x 18" d x 26" h	1	10	10		
<b>Chair, Meeting Room - Stacking</b> 25" w x 21" d	32	12	384		
<b>Presentation Center</b> 48" w x 36" h w/ marker board, tack board, & flip chart	1	0	0		
<b>Projection Screen, Motorized Ceiling</b> Front projection	1	0	0		
<b>Projector, Ceiling Mounted</b> 17" w x 16" d x 7" h - AV & computer, LCD to DLP	1	0	0		
<b>Table, Folding</b> 60" w x 24" d x 29" h	8	0	0		
<b>Waste Basket</b> 13" w x 15" d x 15" h	1	4	4		
<b>White Board</b> 4' x 10' - erasable marker board	1	0	0		
<b>CUSTODIAL SINK &amp; SUPPLY CLOSET</b>				<b>N/A</b>	
<b>Cleaning Cart</b> 38" w x 20" d x 38" h	1	0	0		
<b>Garbage Bin, Interior</b>	1	0	0		
<b>Ladder, Step</b>	1	0	0		
<b>Mop Bucket</b> 20" w x 18" d - On casters w/ mop wringer	1	0	0		
<b>Shelving, Industrial</b> SF 36" w x 24" d x 84" h steel w/ 6 shelves	1	0	0		
<b>Sink, Mop</b>	1	0	0		
<b>KITCHENETTE</b>				<b>106</b>	
<b>Cabinets, Above Counter (Lockable)</b> 1 linear foot x 24" d	8	0	0		
<b>Cabinets, Below Counter (Lockable)</b> 1 linear foot x 24" d	8	0	0		
<b>Coffee Maker/Urn</b>	1	0	0		



**LIBRARY DIVISION****LIBRARY SPACE NAME**

Furniture and Equipment

UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
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**KITCHENETTE****106**

<b>Coffee Thermos</b> Stainless steel	4	0	0
<b>Garbage Disposal</b>	1	0	0
<b>Hot Water Urn</b>	2	0	0
<b>Microwave Oven</b> 30"w x 14"d x 16"h - countertop or under cabinet	1	0	0
<b>Paper Towel Dispenser</b> Wall-mounted	1	0	0
<b>Recycling Bin</b>	1	10	10
<b>Refrigerator</b> Full-sized - 32"w x 36"d x 68"h w/ freezer	1	20	20
<b>Sink</b> 36"w x 24"d - In counter	1	16	16
<b>Soap Dispenser</b> 5"w x 4"d x 10"h - Wall-mounted	1	0	0
<b>Workstation, Food Preparation Counter</b> 8'w x 30"d - against wall	1	60	60

**READING ROOMS****1,406****FIREPLACE ROOM****986**

<b>Chair, Lounge</b> 36"w x 36"d	12	35	420
<b>Chair, Reader's</b> 21"w x 21"d	16	0	0
<b>Table, Drum</b> 16" diameter x 15" - 24"h	4	5	20
<b>Table, Reader's</b> 48" diameter x 29"h (4 Person)	4	80	320
<b>Waste Basket</b> 13"w x 15"d x 15"h	2	0	0
<b>42" Aisle SF 66"H Magazine Display Shelving W/4 Shelves</b> 200 Current Magazines	17	12	204
<b>44" Aisle DF 66"H Newspaper Display Shelving W/6 Shlvs</b> 3"W x 24"D unit w/ fixed sloping shelf 18 Current Newspapers	1	22	22

**QUIET ROOM****420**

<b>Chair, Lounge</b> 36"w x 36"d	6	35	210
<b>Chair, Reader's</b> 21"w x 21"d	6	0	0
<b>Table, Reader's</b> 36"w x 30"d x 29"h (1 Person)	6	35	210

Dixon Library District 28K Version



**LIBRARY DIVISION**

LIBRARY SPACE NAME

Furniture and Equipment

UNIT UNIT EXTENDED SPACE DIVISION  
QTY SQ. FT. SQ. FT. SQ. FT. SQ. FT.

**TEEN AREA**

**1,046**

<b>STUDY/TUTORING ROOM</b>				<b>175</b>
<b>Chair, Group Study</b>	6	0	0	
At table or counter - 21"w x 21"d				
<b>Table, Group Study</b>	1	175	175	
72"w x 48"d x 29"h (6 Person)				
<b>White Board</b>	1	0	0	
3' x 6' - erasable marker board				
<b>TEEN AREA</b>				<b>871</b>
<b>Bulletin Board</b>	2	0	0	
<b>Chair, Lounge</b>	6	35	210	
36"w x 36"d				
<b>Chair, Reader's</b>	12	0	0	
21"w x 21"d				
<b>Chair, Technology Workstation</b>	6	0	0	
21"w x 21"d				
<b>Clock</b>	1	0	0	
Wall-mounted				
<b>Computer, Public Desktop</b>	6	0	0	
CPU w/19"monitor, keyboard, mouse, DVD drive				
<b>Headphone, AV</b>	6	0	0	
<b>Print Release Station</b>	1	0	0	
Includes PC Workstation with print manager, 15" LCD touch screen monitor, and laser printer				
<b>Table, Drum</b>	3	10	30	
16" diameter x 15" - 24"h				
<b>Table, Reader's</b>	3	80	240	
48" diameter x 29"h (4 Person)				
<b>Technology Counter</b>	6	35	210	
51"w x 30"d (1 Person) sit-down - against wall w/ power & data management				
<b>Technology Equipment Counter</b>	1	20	20	
36"w x 30"d with lockable storage below				
<b>TV Monitor, 55" Projection HDTV Screen</b>	1	20	20	
43"w x 24"d x 51"h				
<b>Waste Basket</b>	3	0	0	
13"w x 15"d x 15"h				
<b>36" Aisle SF 58"H Bookstore Display Shelving</b>	1	21	21	
3"W x 20"D w/5 angled shelves				
25 New Books				
<b>36" Aisle SF 66"H Magazine Display Shelving W/ 3 Shelves</b>	2	10	20	
3"W x 12"D unit w/ flip up sloping shelf & shelf underneath				
16 Young Adult Current Magazines				



**LIBRARY DIVISION**

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
<b>TEEN AREA</b>				<b>871</b>	
36" Aisle SF 84"H Steel Shelving W/ 7 Shelves 3'W x 12"D unit w/end panels 3,000 Teen Collection	10	10	100		

**Net Assignable Square Footage: 21,064**

Non-Assignable Square Footage (@ 25% of Gross): 7,021

**Gross Square Footage: 28,085**

