

California State Library Building Forward Grant Application: Mission Branch Library

GENERAL APPLICATION INSTRUCTIONS & QUESTIONS ([Application Guidelines](#))

The full application is online at: <https://www.library.ca.gov/grants/buildingforward>. The applicant organization (city, county, or library district) will need to create a login and profile in order to access the application. *Reminder: One application may be submitted per facility. Applicant organizations with more than one site should submit one application for each site under the organization's profile.*

Part 1: Basic Information

Project Title

San Francisco Public Library Mission Branch Renovation

Project Summary (Maximum of 50 words)

Renovation will better reflect desires and needs of the community, and bring effective innovations in delivery of collections, programs, and learning. Physical enhancements include ADA improvements, expanded program room, dedicated teen space, high efficiency lighting and HVAC systems, provision for shelter from smoke and heat events, and new furnishings/finishes.

Requested Grant Amount

\$5,280,041

Library Jurisdiction

City and County of San Francisco

Library Facility Name and Address

Mission Branch Library, 300 Bartlett Street, San Francisco, CA 94110

Is the facility leased?

No

Project Contact

Maureen Singleton,
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415-557-4248

California State Library Building Forward Grant Application: Mission Branch Library

Part 2: Project Detail & Implementation

Project Description (Maximum of 350 words)

The San Francisco Public Library's Mission Branch was constructed in 1914 as one of San Francisco's seven Carnegie Libraries, and in 2000 was designated a San Francisco Historic Landmark. To create a safe and welcoming space for state-of-the-art library services, the Mission Branch Library Renovation Project will improve the building's life safety systems, provide air conditioning and filtration for respite from smoke and heat events, and be LEED certified. To meet service goals and in response to community input, the project adds a large program room, which is currently lacking. On the exterior, the historic terra cotta tile will be restored.

Some priority life-safety improvements were made in 1997, but significant vulnerabilities remain. The existing library is not protected with a sprinkler system and is not climate resilient. The completed building will be equipped with an automatic sprinkler system and new Emergency Voice/Alarm Communication system. Seismic performance will be upgraded to current code. The current building is not designed to meet rising hazards of heat and poor air quality. Per San Francisco's Hazards and Climate Resilience Plan, more investments are needed in public facilities to establish weather and clean air respite centers. The obsolete HVAC system will be replaced, delivering fully air-conditioned and filtered air to the entire facility.

The renovation will be designed in accordance with California Title 24 standards and San Francisco's green building requirements, be LEED Gold Certified, and advance the City's Climate Action Plan goals, seeking to achieve net zero greenhouse gas emissions by 2040. The building will be fully electric, eliminating natural gas heating and taking advantage of San Francisco's municipal hydroelectric power. The project includes a 16.6 kW rooftop solar system with battery storage system, providing renewable power and allowing the library to "peak shave" by charging batteries during off-peak hours. The batteries can provide a degree of standby power in the event of a power outage.

The Mission Branch Library Renovation Project will deliver life safety, critical maintenance, and sustainability benefits for San Francisco's Mission neighborhood, where the CPM is 17.03.

Project Status

Planning is complete but awaiting approval and/or permits

List and describe the roles of all consultants involved in this project such as planning, construction, contractors, and project management. If not yet contracted, briefly detail your plan and timeline to solicit and select consultants. (Maximum of 200 words)

Planning: The planning phase is largely a city-staffed endeavor from defining scope and program needs to conceptual design, renderings, public engagement, and final design product. City staff are from the Library as well as San Francisco Public Works (PW). Consultants are used for project cost estimating.

California State Library Building Forward Grant Application: **Mission Branch Library**

Construction: The construction contract will be a best value bid process and will be issued in September 2022. The Public Works Bureau of Construction Management will manage project construction. Public Works Bureau of Construction Management is highly experienced and has expertise of major construction projects throughout the City. The Library will have a Capital Projects Manager regularly on-site, facilitating prompt, effective communication between Public Works and Library administration regarding work progress.

Project Management: The Public Works Bureau of Architecture will provide project management services and will engage with Library staff, including the Capital Projects Manager, for overall project management services.

Briefly describe any past relevant capital improvements to the facility, including the year completed. (Maximum of 200 words)

A major renovation of Mission Branch Library was completed in 1997. The renovation included seismic, electrical, and ADA upgrades. The first floor was completely redesigned, and the main entrance was relocated from 24th Street to Bartlett Street. The reopening was May 5, 1999.

How will your project address conditions that negatively impact your library's ability to deliver needed services? (Maximum of 200 words)

Improve sightlines and circulation so patrons can navigate the building more easily.

Provide large program room, currently lacking and very important to this community.

Provide air conditioning and filtration so Library can remain open on excessive heat and/or smoke days.

Upgrade restrooms to current ADA standards.

Improve lighting for better reader comfort.

Upgrade staff spaces and equipment for quicker materials turn around and other services to patrons.

Describe how your project contributes to: sustainability, inclusive access, and/or the ability of the facility to adapt to evolving needs. (Maximum of 200 words)

Electrification and Decarbonization: Natural gas used in buildings is a greenhouse gas with 80 times the warming potential of CO₂. The Mission Branch Library is part of the decarbonization movement and the switch to all electric power. City-owned buildings in San Francisco receive power from 100% renewable sources including Hetch Hetchy Power which is hydroelectric.

Onsite Renewable Energy: This project will provide a 16.6 kW rooftop solar photovoltaic panel system with battery storage which will provide standby power.

California State Library Building Forward Grant Application: Mission Branch Library

Resiliency: The renovation provides replacement HVAC system for the current system which is at end of life. Air conditioning is essential to the building remaining open during extreme heat days which in the past could have resulted in closures. The mechanical systems will feature enhanced filtration (MERV 13 filters) which will reduce impacts from bad outdoor air quality such as wildfire smoke events.

USGBC LEED: The project will seek LEED Gold certification.

Inclusive Access: This project will be fully accessible in accordance with the Americans with Disabilities Act, the California Building Code, and local ordinances. All restrooms will be gender inclusive.

Project Implementation Plan (Upload)

[Mission Project Implementation Plan.pdf](#)

Supporting Documentation (Upload)

[2018_01-26 Feasibility Study View R1.pdf](#)

[2022-0304 Mission Branch Library Reno-Bid Set Drawings.pdf](#)

[Mission Community Meetings December 2021.pdf](#)

Part 3: Budget and Funding

Total Project Budget (including grant, match, and additional funding).

\$24,700,000.

Project Budget Detail (Upload)

[Mission Budget Plan.pdf](#)

Describe the basic elements of the budget, how the budget was created, and the methodology for any project contingency. (Maximum of 200 words)

The budget was created by Public Works and utilizes their standard budget development approach which is in three categories:

- (1) Total Construction Cost
- (2) Project Controls and Services
- (3) Owner Provided Items

Total Construction Cost (TCC) includes direct construction costs, construction mark-ups, and supporting construction costs. Direct construction costs represent individual trade costs before mark ups. Mark ups include escalation, general conditions and contractor overhead and profit. Supporting construction costs

California State Library Building Forward Grant Application: Mission Branch Library

include public art, new utilities, and hazardous material abatement costs.

Project Controls and Services represents the project soft costs including professional fees, project and construction management, permit fees, inspections, and project data such as geotechnical, hazardous material reports, and surveys.

Owner Provided Items is for equipment procured outside of the construction contract. These include the Furnishings, Fixtures and Equipment (FFE) budget which includes furniture, technology equipment, and specialty equipment.

Cost estimating was created by a professional estimator from full construction documents (drawings and project manual).

The contingency included in the budget plan is the Change Order Contingency which is included as the last item in the TCC. The value is 5% and is prorated to each trade in the plan proportional to the overall value of TCC.

Project funding from other sources

\$19,419,959

Has funding from all other sources been secured?

No

If no, please explain (Maximum of 150 words)

The San Francisco Library Preservation Fund (LPF) will cover most of the renovation project costs. San Francisco voters renewed the LPF for a 15-year term in November 2007 to construct, maintain, and operate library facilities. The remaining \$3 million needed to fully fund the Mission project was included in the department's budget request to the mayor's office and should be approved by the Board of Supervisor in July 2022. The Library is confident its budget request for the final \$3 million will be approved. State grant funds for Mission would permit SFPL to reallocate LPF monies to our Ocean View capital project, which has a funding gap of \$14.5 million, and a CPM of 26.43.

List other project funding sources, including any sources and amounts for matching funds and any related requirements to obtaining funds. (Maximum of 200 words)

The San Francisco Library Preservation Fund (LPF) will cover most of the total project costs for this project. The San Francisco voters renewed the LPF for a 15-year term in November 2007 to construct, maintain, and operate facilities. The LPF will fund the required match of \$5.28 million. Allocation of local funds for this project is done via the city's budget process and the remaining \$3 million needed is currently under review in the Mayor's Office and should be approved by the Board of Supervisor in July 2022. SFPL is confident its budget request will be approved. The Friends of the SFPL (Friends), a 501(c)(3), traditionally raises monies to fund furniture, fixtures, and equipment (FF&E) for our branch capital projects. Those costs are estimated to be \$875,500. The Friends funding commitment for FF&E

California State Library Building Forward Grant Application: Mission Branch Library

was secured via a local legislative process on July 30, 2021. The Friends are in the beginning of raising the funds for the FF&E. The LPF will cover additional funding needs in subsequent budget appropriation processes. State grant funds for Mission would permit SFPL to reallocate LPF monies to our Ocean View capital project, which has a funding gap of \$14.5 million, and a CPM of 26.43.

If applicable, describe past attempts to fund this project, including other funding sources sought and key obstacles to secure funds. (Maximum of 200 words)

The San Francisco Public Library has allocated Library Preservation Fund monies for the Mission Branch Library Renovation Project over several fiscal years through the city's annual budget process. These grant funds would assist the Library in fully funding project costs and permit the San Francisco Public Library to reallocate previously budgeted Library Preservation Fund monies in our Mission project to our Ocean View Branch Library capital project, which has a funding gap of \$14.5 million, and a CPM of 26.43.

If grant funding is not approved, or if only a portion of the requested funding for the project is awarded, explain how the project will be completed (Maximum of 200 words)

If grant funding is not approved, or if only a portion of the requested funding for the project is awarded, the project will be fully funded by the Library Preservation Fund. Using the Library Preservation Fund to cover the total cost of the project would come at an opportunity cost to other important capital projects in the San Francisco Public Library's portfolio, potentially delaying that work.

Part 4: Match Requirement

Are you able to match grant funds on a dollar-for-dollar basis?

Yes

Letter from Finance Director or equivalent verifying availability match funds (Optional at time of application submission. Required if a grant is awarded.)

[Mission Verifying Match Letter - FINAL - Signed](#)

California State Library Building Forward Grant Application: Mission Branch Library

Part 5: Certification and Signature

Authorized Representative Name, Title and Signature

“I certify that I have read and approved this application.” Maureen to authorize.

Authorizing Resolution (Optional at time of application submission. Required if a grant is awarded.)

ATTACHMENTS AND UPLOADS

A Project Implementation Plan and Budget are required as part of the application. Templates for these forms are available online at: <https://www.library.ca.gov/grants/buildingforward>. Other documentation may be submitted as part of your application to support requests or narrative.

Project Implementation Plan (Required)

[Mission Project Implementation Plan.pdf](#)

Budget Detail (Required)

[Mission Budget Plan.pdf](#)

Supporting Documentation demonstrating why the work is needed and/or planning progress made to-date such as photos, videos, or planning documents. (Optional, but highly recommended. Maximum of 3 accepted.)

[2018_01-26 Feasibility Study View R1.pdf](#)

[2022-0304 Mission Branch Library Reno-Bid Set Drawings.pdf](#)

[Mission Community Meetings December 2021.pdf](#)

Authorizing Resolution (Optional for application submission. Required if a grant is awarded)

Not included at this time.

Letter from Finance Director or equivalent verifying the availability of match funds. (Optional at time of application submission. Required if a grant is awarded.)

[Mission Verifying Match Letter - FINAL - Signed](#)