MASSACHUSETTS PUBLIC LIBRARY CONSTRUCTION PROGRAM (MPLCP)

LETTER OF INTENT
GENERAL CONSTRUCTION PROJECTS
MAY 2016 - JULY 2017 APPLICATION ROUND

Library: The Jones Library Inc. Municipality: Amherst
Address: 43 Amity Street Zip: 01009
Phone: 413-259-31010 FAX: 40966 E-mail: sharey@joneslibrary.org Current Population: 38,919
Contact Person’s Name & Title: Sharon Sherry, Library Director

A. ELIGIBILITY*:

1. Municipality is certified or has received a waiver in the FY2016 State Aid Program
   YES ☑ NO ☐

2. Applicant has completed its long-range plan which is on file at the MBLC
   YES ☑ NO ☐

3. Applicant has completed a FY2018 Action Plan which is on file at the MBLC
   YES ☑ NO ☐

4. Applicant has not received MPLCP or LSCA/LSTA construction funds in past 20 years
   YES ☑ NO ☐

5. Applicant has completed a library building program which has been accepted by the MBLC
   YES ☑ NO ☐

6. Applicant has selected an Owner’s Project Manager (OPM)
   YES ☑ NO ☐

7. Applicant has selected an architect for schematic design
   YES ☑ NO ☐

*See pages 3-4 of this notice for clarification on these points
B. PROJECT DESCRIPTION

1. Type. The applicant intends to submit an Application for the following type of project: (Check only one)

☐ New Construction  ☒ Addition/Renovation  ☐ Joint Public Library

2. Project Information:

   i. Library Type:  ☐ Main Library  ☐ Branch Library  ☐ Joint Public Library

   ii. Current Facility:

   ☒ Library facility exists, which will be expanded/renovated as part of the project.
   A library facility of 46,000 gross square feet currently exists and was constructed in (date) 1928
   and subsequently expanded/renovated in (date(s)) 1993.
   ☐ The existing library facility, which will not be part of the project
   ☐ A library facility does not exist

   iii. Proposed Project:

   ☐ New library building of ____ gross square feet located on a ____ acre site that includes parking
   ☒ Existing library building of 46,000 gross square feet, was originally constructed in (date) 1928 and
   later expanded/renovated in (date(s)) 1993 and located on a .96 acre site that includes parking,
   ☐ Rendeled/renovated
   ☒ Renedled/renovated and enlarged to 65,000 gross square feet and located on .96 acres
   that includes parking
   ☐ There may be a whole or partial demolition of an existing building as part of this project
   ☐ A joint library building (two or more municipalities) of ____ gross square feet located on a ____
   acre site that includes parking
   ☐ A shared library building of ____ gross square feet located on a ____ acre site that includes
   parking

C. Estimated Total Eligible Project Cost: $32 Million

Submit original plus one (1) double sided copy and one (1) copy of any attachments
Postmarked by October 7, 2016 to:

Massachusetts Board of Library Commissioners
98 N. Washington Street, Suite 401
Boston, MA 02214
ATTN: Construction Grants

Faxes, emails or other electronic submissions will not be accepted.
Clarifications:

1. Municipality was certified or received a waiver in the FY2016 State Aid Program

   The public library for which the application is being made must have been certified, with or without a waiver of the Municipal Appropriation Requirement, by the Massachusetts Board of Library Commissioners (MBLC) Board individually or as part of a municipal application to receive State Aid to Public Libraries under M.G.L. c.78, 19A and 19B in FY2016. State Aid certification must be maintained throughout the application and construction period.

2. Applicant has completed its long-range plan which is on file at the MBLC

   The applicant must have on file at the MBLC a library Long-range Plan which meets the definition in 605 CMR 6.02. If a plan is not currently on file, it must be received by October 3, 2016 or accompany the Letter of Intent.

   In a municipality with multiple independent public libraries or a main library and branches, a comprehensive town-wide plan for library service must be submitted with or prior to the Letter of Intent.

3. Applicant has completed a FY2018 Action Plan which is on file at the MBLC.

   If a plan is not currently on file, it must be received by December 2, 2016.

4. Applicant has not received MPLCP or LSAC/LSTA construction funds in past 20 years.

   If the applicant received a state Public Library Construction Program or Federal Library Services and Construction Act Title II grant award within the preceding 20 years, it will not be eligible for this application round. However, if the previous project was a single purpose project as defined in prior regulations, the library is eligible to apply within the 20 year grant horizon. In the case of either a construction project or a reimbursement project, an exception may be sought if the municipality has experienced a significant unexpected increase in population since the previous project. (See 605 CMR 6.05(1)(b)(10)). If such request for exception has not already been submitted in writing, it must accompany the Letter of Intent.

5. Applicant has completed a Library Building Program which has been accepted by the MBLC

   This program must be prepared by the library independently and before the selection of an owner’s project manager and architect who will prepare the schematic design. The completed Library Building Program must be on file at MBLC or must accompany this letter to be eligible.

6. Applicant has selected an Owner’s Project Manager (OPM)

   If project costs are estimated to be over $1,500,000, a qualified OPM must be hired in accordance with Massachusetts Office of Inspector General’s legal and procedural requirements that apply to public design and construction contracts in Massachusetts.

   The following must accompany this letter of intent: the name of the OPM and firm, a copy of the Central Register advertisement, and a letter from trustee chair, building committee chair or town official stating that public procurement bid regulations were followed in making the selection.
Applicant has selected an architect for schematic design.

Hire a qualified, Massachusetts-registered architect in accordance with the Massachusetts Office of the Inspector General’s legal and procedural requirements for designer selection laws that apply to public design and construction contracts in Massachusetts.

The following must accompany this letter of intent: the name of the architect and firm, a copy of the Central Register advertisement, and a letter from trustee chair, building committee chair or town official stating that designer selection and public procurement bid regulations were followed in making selection.

Estimated Total Eligible Project Cost

MPLCP Regulations, 605 CMR 6.02 “Eligible Costs”

**Eligible Costs**. Those project costs or proportional costs that are eligible for MPLCP grant funding:

For construction projects, eligible costs are those project costs or proportional costs directly related to implementing interior and exterior construction of an eligible project. Eligible costs include: acquisition of real property; planning, feasibility study or master plan costs; design services; demolition; site preparation; construction; and fixed capital equipment of an approved public library project. Where publicly or privately owned real property is to be donated to a project, only such land as is necessary to provide an adequate library site, up to a maximum of $800,000, may be considered in the calculation of eligible costs, and the value of such land must be documented. Ineligible expenses include but are not limited to costs related to fundraising, municipal bonding, moving, temporary quarters, furnishings, computers, and other equipment, and costs related to any aspect of the exterior grounds or site of the free public library structure including landscaping, walkways, and parking lots, except exterior handicapped ramps.
PART 1.

MISSION
The Jones Library will be a community hub to a diverse population of Amherst residents, where books are celebrated and all members of the community can enhance their educational, cultural, and lifelong learning pursuits.

VISION
- The Jones Library staff will create a welcoming atmosphere for everyone, and will be deeply engaged and committed to maintaining the highest levels of professionalism and providing exceptional customer service.
- The Board of Trustees, Friends of the Jones Library System, and staff will provide visionary leadership so that the town of Amherst and its residents will continue to support the Library through financial and volunteer support.
- The Jones Library will help provide Amherst with a bridge to the latest state-of-the-art technologies and will provide those needing training with instruction and support.
- Special Collections, which includes works by Robert Frost and Emily Dickinson, will draw people from all over the world, helping to ensure a vibrant business community.
- A strong base of committed volunteers will augment the Library staff and be recognized for their important contributions, helping the Jones Library remain strong and connected to the entire community. Each volunteer will be matched with appropriate tasks so that their skills and interests are aligned with the needs of the library.
- The Jones Library will augment its effectiveness by developing and maintaining mutually beneficial relationships with other Amherst town departments, with libraries and other relevant departments and offices at surrounding colleges and universities, C/W MARS as well as with other local business and cultural entities.
- The Library will actively welcome and encourage access by members of our community with economic and social disadvantages.

CRITICAL SUCCESS FACTORS
- Fully motivated and engaged staff, including volunteer staff, who are committed to providing patrons with a welcoming atmosphere and exceptional customer service.
- Adequate financing to support current and future operations, as well as proposed building renovations.
- State-of-the-art technology, with flexible responses to changing technologies and the ability to provide those technologies to patrons.
- Support from the residents of Amherst and surrounding townships.
- Mutually beneficial relationships with other Amherst departments, C/W MARS as well as surrounding college libraries and institutions.
- Ability to identify needs and serve the community of Amherst.
- Effective marketing and public relations.
• Strong support from the Board of Trustees and the Friends of the Jones Library System.
• Visionary leadership from the Board and staff to ensure that the Jones Library continues to be a value-added entity to the Town of Amherst.
• Full engagement of all Amherst residents, from youth through seniors.

STRATEGIES
• Provide a pleasant, safe and up-to-date building by presenting a concise and focused plan for the renovation/expansion of the Jones Library facilities.
• Provide relevant, quality materials, programs and services to our patrons.
• Maintain exceptional customer service by recruiting and retaining outstanding library personnel.
• Increase and enhance communication efforts through social media, an interactive website, newspaper and radio.
• Expand funding through the Town of Amherst’s appropriations, the Library’s Annual Fund, Capital Fund, Planned Giving program, Sammys and new innovative resources.
• Offer and promote the latest state-of-the-art technologies to both staff and patrons.
• Honor Amherst’s rich history through preservation and promotion of the Special Collections.
• Advocate with local, state, and federal legislators regarding the importance of library funding.

GAPS
• Although the Jones Library patrons appreciate many aspects of the current facility, the interior is outdated and inefficient, creating difficulties in serving patrons and managing the physical plant. Resolution of these issues requires physical enhancements and additional space.
• A major drawback to patrons and non-patrons alike is inadequate parking.
• Funding from the Town of Amherst and other sources of funding must adjust to developing service needs and future growth.
• The Library’s social media and marketing vehicles are not optimal in order to inform patrons and non-patrons about the Jones Library’s services and programs.

IMMEDIATE PRIORITIES
• Complete Building Program and secure necessary funding for expansion/renovation of Jones Library.
• Secure additional funding to ensure the Jones Library, Inc. continues to provide high quality services, programs, and a well-educated and engaged staff.
• Create a comprehensive Technology Plan that addresses current and future technology needs.
• Enhance communication efforts with the community through a more interactive and up-to-date website as well as through newspapers and radio.
PART 2.

SURVEY and FOCUS GROUPS RESULTS
A lengthy survey to measure the effectiveness of the Jones Library and future needs was conducted from 2/12/2015 through 3/5/2015. The survey was conducted through both the Jones Library and the Town of Amherst websites as well as via hard copy distributed at all Amherst Library branches. Over 900 people out of the 20,000 active membership cardholders completed the survey. Three public focus groups were publicized throughout Amherst and held at the Jones Library for people to publicly share their views.

OPERATIONS
On a scale of 1-5, where one is extremely satisfied and five is extremely dissatisfied:

Customer Service Satisfaction

Source: Public Survey, The Birch Group

Branch Patronage, 2015

Source: Public Survey, The Birch Group

Most Convenient Branch, 2015

Source: Public Survey, The Birch Group
PART 3.

ORGANIZATIONAL CHART

FINANCES

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<th>12/31/2015</th>
<th>FY12 Actual</th>
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<th>FY13 Budget</th>
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<th>FY15 Budget</th>
<th>FY16 Actual</th>
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<th>FY17 Actual</th>
<th>FY17 Budget</th>
<th>Change</th>
<th>Percent Change</th>
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<td>2,387,551</td>
<td>2,314,757</td>
<td>2,393,946</td>
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SOURCE OF FUNDS

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<td>Woodbury Funds</td>
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<td>23,000</td>
<td>22,320</td>
<td>23,000</td>
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<td>15,560</td>
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<td>6,000</td>
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<td>70,000</td>
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<td>Jones Friends' Donation (Books)</td>
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<td>17,805</td>
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<td>2,387,551</td>
<td>2,314,757</td>
<td>2,393,946</td>
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<td>16,331</td>
<td>0.67%</td>
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POSITIONS

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<th>Description</th>
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<th>FY15</th>
<th>FY16</th>
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<td>Part Time/Under-20's</td>
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<td>5.4%</td>
<td>5.4%</td>
<td>5%</td>
<td>5%</td>
<td>4.5%</td>
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<td>plus $10,000</td>
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* Actual State Aid Received

| $67,330 | $69,623 | $67,484 | $82,650 | $80,470 |
PART 4.

THE JONES LIBRARY

1. Facility
   • The Jones Library building, and the land it sits on, is owned by the Trustees of The Jones Library, Inc. Located in the heart of downtown Amherst and serving as an economic anchor for the Town, the Jones Library building was opened on November 1, 1928, with further expansion from 1990 to 1993. It was designed to look like a large home, conveying the image of "Mother Amherst welcoming her children" into her living room. The Jones Library serves as a community center for the Town and its meeting space is critical to many community groups.
   • The Jones Library is 48,000 sq. ft., with four meeting rooms and three individual study rooms. The seating capacity in the largest meeting room is 125. The seating capacity in the Library is 160.
   • New health and safety regulations, library services, technologies, forms of information and State and Federal funding guidelines highlight the limitations of the current facility.
   • The majority of survey and focus group participants indicated that they appreciate the front façade of the Jones Library due to its style and its history. However, many respondents noted the need for significant improvements to the existing facilities and the need for expansion. Comments related to the following topics were consistent throughout the survey results:
     - The building is uninviting and noisy.
     - The upper floors are not continuous, requiring multiple staircases and two elevators.
     - The Jones Library is not aesthetically pleasing on the inside.
     - There is a need for improvements to accessibility for the handicapped.
     - There should be areas set aside for reading/research (quiet areas) and conversations/meeting/etc.
     - A separate area for teens should be created.
     - The Children’s Room is cramped, outdated, and dingy.

2. Collection/Circulation
   • FY16 Main Branch Holdings: 236,081 items
   • FY16 Main Branch Circulation: 411,391 items
   • After the 1990’s renovation, the Jones Library's circulation increased by 38% within six years.
   • The Jones Library, Inc. has a very high rate of circulation. In FY15, only nine other libraries within its population group across the state circulated more than The Jones Library, Inc., and with the exception of Worcester and Springfield, each of the remaining seventeen are located in the Boston area.
   • In FY15, regardless of population group, only nineteen other libraries across the state circulated more than The Jones Library, Inc., and with the exception of Worcester and Springfield, each of the remaining seventeen are located in the Boston area.

3. Programming/Attendance
   • FY16 Main Branch Attendance: 257,946 people
   • FY16 Main Branch Youth Programming Attendance: 6,557 people
   • FY16 Main Branch Teen Programming Attendance: 2,828 people
   • FY16 Main Branch Adult Programming Attendance: 4,615 people
   • The Jones continues to increase and improve its nationally recognized English as a Second Language program, to meet the needs of the community.
• The Jones continues to increase and improve its foreign language collection. We circulate materials in 13 different languages.
• Important Jones Library services include Interlibrary loan, tax forms distribution, meeting room usage. Special Collections, the Burnett Art Gallery, youth services, teen services, programs for adults and seniors, and help from our professional Librarians. Access to our public computers, copiers, printers, fax, scanner, and wi-fi is important. The Jones is a warming place during the winter and a cooling place during the summer for all members of the community. The Jones also serves a large portion of the area’s homeless population; we offer space to a Social Worker-in-Residence two days per week.

4. Technology
• In its largest meeting room, the Jones offers a complete AV system including a laptop, two projectors, two screens, surround sound, microphones, and assisted listening.
• In its small meeting room, the Jones offers a laptop, projector, and screen.
• The Jones offers public internet computers and printing capabilities in its Reference and Children’s areas. The Jones has a public photocopier, fax machine and scanner. We also offer laptops for teens and we circulate eReaders.

NORTH AMHERST LIBRARY

1. Facility
• The North Amherst Library building, and the land it sits on, is owned by the Town of Amherst.
• See attached completed questionnaire for additional information.

2. Collection/Circulation
• FY16 Branch Holdings: 18,364 items
• FY16 Branch Circulation: 34,086 items
• The North Amherst Branch serves as a neighborhood Library, circulating books, audiobooks, DVD’s, and other popular materials. Patrons rely on the staff to assist with advice on reading choices and to create interesting and informative material displays.

3. Programming/Attendance
• FY16 Branch Attendance: 21,197 people
• FY16 Branch Youth Programming Attendance: 268 people
• FY16 Branch Adult Programming Attendance: 66 people
• Programs are offered for children including a very popular weekly story and craft program, and an annual Summer Reading Club.

4. Technology
• Offers four public internet terminals.
• Provides wi-fi and circulates eReaders.
• Staff provide the public with instruction on the use of new Library formats. There are also ongoing, free drop-in technology support sessions funded by the Friends of the Library.

MUNSON MEMORIAL LIBRARY

1. Facility
• The Munson Memorial Library Building, and the land it sits on, is owned by the Town of Amherst. The Munson Memorial Library service space covers about 25% of the Munson building; the Jones Library, Inc. rents this space from the Town of Amherst. The remaining 75% of the building is administered by the Town of Amherst. The building houses several
offices, meeting rooms and a Hall with a stage and space to seat 650 people. The Library and adjoining areas are used by many diverse groups for ongoing classes, musical events, community meetings and for several Library programs. The building is considered a community center, as well as a focus for the residents of the South Amherst. The Library staff provide security for the building during Library hours.

- See attached completed questionnaire for additional information.

2. **Collection/Circulation**
   - FY16 Branch Holdings: 20,147 items
   - FY16 Branch Circulation: 35,372 items
   - The Collection of the Munson Memorial Library contains popular materials of interest for very young children to our senior citizens. New forms of technology have been added to the collection, including eReaders. State and National Interlibrary loan services extend the Library’s collection beyond Amherst borders; no library is a small library today with the services it provides. The Munson Library is open 20 hours per week to serve the public.

3. **Programming/Attendance**
   - FY16 Branch Attendance: 26,486 people
   - FY16 Branch Youth Programming Attendance: 58 people
   - FY16 Branch Adult Programming Attendance: 203 people
   - The Munson Library provides a monthly adult book discussion group, a popular summer reading club for children, a weekly session with PC Doctor Hank, who solves the public’s technology problems, and will add a children’s craft/story hour this fall. The Library has been called upon to aid the groups using the Hall and the meeting room when needed.

4. **Technology**
   - Our small staff is trained to use Evergreen (the area’s automated circulation system), the Commonwealth Catalog, and other tools provided by the state. Staff are also asked to provide assistance to the public with the Internet. Wi-fi is available inside the Library and on the surrounding grounds. The Library has four public computers, a printer, scanner, and public photocopier. The Munson Library also uses social media to keep the public informed about programs and events.
September 30, 2016

Lauren Stara  
Massachusetts Board of Library Commissioners  
98 North Washington Street, Suite 401  
Boston, MA 02114

Dear Lauren,

This letter is to assure the Massachusetts Board of Library Commissioners (MBLC) that The Jones Library, Inc., in partnership with the Town of Amherst, followed all State and local public procurement and bid regulations in hiring both Colliers International (Mel Overmoyer is our Managing Director, Ken Guyette is our Project Director, and George Barnes is our Project Manager) and Finegold Alexander Architects (James Alexander is our Principal-in-Charge, Ellen Anselone is our Project Manager, and Tony Hsiao is our Director of Design) for their work in accordance with the guidelines of the MBLC’s Planning and Design Grant.

All documents, advertisements, and contracts pertaining to the advertisement and subsequent hire of the aforementioned firms were vetted by the Town Comptroller or Town Counsel, where appropriate. All applicants considered for hire followed the guidelines required as described in the prospective applications. All interviews, deliberations, and decisions were made in accordance with State and local regulations.

Because the State grant funds are under the control of the Town of Amherst, all documents, including applications, request for qualifications, correspondence, contracts, etc. are kept on file at the Town of Amherst Business Office, 4 Boltwood Avenue, Amherst, MA 01002.

Sincerely,

[Signature]
Austin Sarat, President  
Board of Trustees
The following Designer Service submission was successfully received.

Planned date of publish is 7/29/2015

<table>
<thead>
<tr>
<th>Awarding Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency Name and Address:</td>
</tr>
<tr>
<td>Town of Amherst, 4 Boltwood Ave, Amherst, MA 01002</td>
</tr>
<tr>
<td>Project Number:</td>
</tr>
<tr>
<td>Designer's Fee:</td>
</tr>
<tr>
<td>Negotiated $19,000</td>
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<tr>
<td>Estimated Construction Cost:</td>
</tr>
<tr>
<td>Time Period for Completed Project:</td>
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**Contact Information**

<table>
<thead>
<tr>
<th>Name:</th>
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<tbody>
<tr>
<td>Holly Bowser</td>
</tr>
<tr>
<td>Phone:</td>
</tr>
<tr>
<td>413-259-3026</td>
</tr>
<tr>
<td>Fax:</td>
</tr>
<tr>
<td>413-259-2401</td>
</tr>
<tr>
<td>Email Address:</td>
</tr>
<tr>
<td><a href="mailto:bowserh@amherstma.gov">bowserh@amherstma.gov</a></td>
</tr>
<tr>
<td>Notify email address listed when final publish date assigned.</td>
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</tbody>
</table>

**Contract Information**

<table>
<thead>
<tr>
<th>Project:</th>
<th>OPM Services for the Jones Library renovation and/or expansion of existing facility. Planning and Design Phase Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scope:</td>
<td>proposals to provide OPM services overseeing the Planning and Design phase of the Jones Library renovation/expansion of approx. 87,000 sq ft, in accordance with the Library's Building Program</td>
</tr>
<tr>
<td>Specific Services (all chosen):</td>
<td>Architect</td>
</tr>
<tr>
<td>Deadline for Application Form*:</td>
<td>08/12/2015</td>
</tr>
<tr>
<td>Project Program Availability:</td>
<td>after July 29, 2015</td>
</tr>
<tr>
<td>Briefing Session:</td>
<td>Monday, August 3, 2015 @ 10:00 AM</td>
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<tr>
<td>Additional Information:</td>
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</tbody>
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CENTRAL REGISTER - DESIGNER SERVICES
Public projects where the construction cost is estimated to exceed $100,000. Published two weeks prior to application deadline.

AWARDING AUTHORITY:
AGENCY: Amherst, Town of
4 Boltwood Ave.
Amherst, MA 01002

PROJECT NUMBER:
Designer's Fee: Negotiated $18,000
Estimated Construction Cost:
Time Period for Completed Project:

CONTACT INFORMATION:
PHONE: 413-259-3026
FAX: 413-259-2401
Holly Bowser
EMAIL: bowserh@amherstma.gov

PROJECT INFORMATION:
PROJECT: Owner's Project Manager Services for the Jones Library renovation and/or expansion of approximately 87,000 square feet of the existing facility in accordance with the Library's Building Program.
SCOPE: Planning and Design Phase Only.

SPECIFIC DESIGNER SERVICES
☑ Architect ☐ Landscape Architect ☐ Planner ☐ Programmer
☐ Engineer ☐ Land Surveyor ☐ Space Planner ☐ Project Manager
☐ Other Specify

DEADLINE FOR APPLICATION FORM:
8/12/15 @ 3:00 P.M.

PROJECT PROGRAM AVAILABILITY: 7/29/15
BRIEFING SESSION: 8/3/15 @ 10:00 A.M.

ADDITIONAL INFORMATION

AWARDING AUTHORITY:
AGENCY: Boston, City of
Public Works Department
Engineering Division
One City Hall Square Room 710.
Boston, MA 02201

PROJECT NUMBER:
Designer's Fee: Negotiated
Estimated Construction Cost:
Time Period for Completed Project:

CONTACT INFORMATION:
PHONE: 617-635-4968
FAX:
Sarah Breau
EMAIL: sarah.breau@boston.gov

PROJECT INFORMATION:
PROJECT: The Boston Public Works Department invites qualifications from prospective firms to provide post-closure monitoring services and Landfill Management Services for Spectacle Island in Boston Harbor and Millennium Park in the West Roxbury neighborhood, Engineering and Site Remediation Services for related sites at various sections of the City of Boston.
SCOPE: Post-closure monitoring services such as landfill gas system compliance testing, surface methane sweep and water quality monitoring in the City of Boston.

SPECIFIC DESIGNER SERVICES
☐ Architect ☑ Landscape Architect ☑ Planner ☐ Programmer
☑ Engineer ☑ Land Surveyor ☐ Space Planner ☑ Project Manager
☐ Other Specify

DEADLINE FOR APPLICATION FORM:
8/12/15 @ 12:00 P.M.

PROJECT PROGRAM AVAILABILITY: 7/29/15 at the above agency address.
BRIEFING SESSION:

ADDITIONAL INFORMATION Qualifications must be submitted in triplicate to the above agency address no later than the deadline. Applicants must be Registered Professional Engineers in the Commonwealth of Massachusetts. The City of Boston and the Commissioner of Public Works reserve the right to reject any and all Qualifications, or any part thereof. This Contract is exempt from M.G.L. c. 36B.
The following Designer Service submission was successfully received.

Planned date of publish is 11/4/2015

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## Awarding Authority:

**Agency:** Amherst, Town of
The Jones Library
4 Boltwood Ave.
Amherst, MA 01002

**Project Number:**

**Designer's Fee:** Set Fee NTE $50,000

**Estimated Construction Cost:**

**Time Period for Completed Project:**

## Contact Information:

**Contact Information:**

Kenneth J. Guyette
PHONE: 860-395-0055 ext. 183
EMAIL: ken.guyette@colliers.com

## Project:

Jones Public Library Feasibility and Schematic Design necessary for and in accordance with the Massachusetts Board of Library Commissioners.

## Specific Designer Services:

- [ ] Architect
- [x] Landscape Architect
- [ ] Planner
- [ ] Programmer
- [ ] Engineer
- [ ] Land Surveyor
- [ ] Space Planner
- [ ] Project Manager
- [ ] Other

**Deadline for Application Form:**

11/25/15 @ 11:00 AM

## Additional Information

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## Awarding Authority:

**Agency:** Andover, Town of
36 Bartlet St.
Andover, MA 01810

**Project Number:** 018/11-15/183

**Designer's Fee:** $300,000

**Estimated Construction Cost:**

**Time Period for Completed Project:** 3 - Months

## Contact Information:

**Contact Information:**

Thomas P. Walkins, Purchasing Agent
PHONE: 978-623-8216
EMAIL: twalkins@andoverma.gov

## Project:

Design and Construction Administration Services for Site Improvements at West Elementary School.

## Specific Designer Services:

- [ ] Architect
- [ ] Landscape Architect
- [ ] Planner
- [ ] Programmer
- [x] Engineer
- [ ] Land Surveyor
- [ ] Space Planner
- [ ] Project Manager
- [ ] Other

**Deadline for Application Form:**

11/13/15 @ 11:00 AM

**Project Program Availability:**

10/26/15 @ 8:30 AM

**Briefing Session:**

11/14/15 @ 3:00 P.M. at the Main Entrance to the West Elementary School, 58 Beacon St., Andover.