

Report to / Rapport au:

**Ottawa Public Library Board
Conseil d'administration de la bibliothèque publique d'Ottawa**

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Submitted by / Soumis par:

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File Number: OPLB-OPLB-0092

SUBJECT: Nepean CentrepoinTE Branch – Imagine Space Expansion

OBJET: L'expansion de l'espace imagine – Succursale Nepean-CentrepoinTE

REPORT RECOMMENDATION

That the Ottawa Public Library Board receive this report for information.

RECOMMANDATION DU RAPPORT

**Que le Conseil d'administration de la Bibliothèque publique prenne connaissance
de ce rapport.**

BACKGROUND

The Ottawa Public Library (OPL) opened its Imagine Space (Ottawa's first public maker space) in April 2014 with financial support from the U.S. Embassy in Ottawa and the American Corners Program. The Imagine Space is located within the Nepean CentrepoinTE branch. The 400 square foot space provides leading-edge equipment to the public including 3D modeling and printing; 3D scanning; laser cutting; photo, video and audio editing; and green screen and video gear.

The Imagine Space ("Space") has been extremely popular and successful, but is hampered by a lack of space. Particularly popular is the laser cutter, which has a lengthy waiting list. 3D design and printing is the next most popular equipment in the Space. The green screen and associated video gear, though popular, cannot be set up on a permanent basis inside the Space. As a result, it is only used upon request and set up at an alternate location within the branch. This has limited both its visibility and potential use. Finally, the Space has limited total room capacity which cannot support full class visits or large group programming.

DISCUSSION

With significant demand for equipment and space within the Imagine Space, staff have recommended an expansion of the existing space into an adjacent area. This will double the size of the Imagine Space, and with all existing equipment available in a more spacious area at the Nepean CentrepoinTE branch, better address customer demand. The newly expanded space will include full services incorporating a full green screen wall, proper group programming space, and collaborative table space for customers. In order to accommodate the expansion, branch space has been reconfigured.

In addition, earlier this year OPL applied for an Ontario Library Capacity Grant. The grant was approved at \$45,000 providing the opportunity to address public demand for additional laser cutting equipment. In order to accommodate a second laser cutter, significant retrofitting is required to increase space and address ventilation requirements. This requires a temporary closure of the space, with other equipment being redeployed within the branch.

Planning has been completed for the Imagine Space expansion and the project is now approaching the construction phase, requiring a temporary closure from November 23, 2015 to early February 2016.

To reduce customer impact resulting from the closure, arrangements have been made to temporarily relocate almost all Imagine Space equipment to other locations within the Nepean CentrepoinTE branch. The laser cutter cannot be relocated due to stringent ventilation requirements; creation of a temporary venting setup was investigated but not considered feasible.

CONSULTATION

Internal consultations were undertaken prior to recommending an expansion of the Imagine Space. Managers responsible for Nepean CentrepoinTE Branch, Program Development, and Technology Services validated the need to expand the Imagine Space. Usage levels and service constraints due to space size were identified and confirmed as key factors supporting an expansion.

Usage data reviewed included meeting room and equipment requests. Data revealed current long waiting times to use Imagine Space equipment and associated programming. No formal public or external consultations were undertaken, however, the ward councilor was advised of the expansion.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

Expansion of the Imagine Space mitigates risk to operating the current services in a small room with limited capacity and will maximize access to services, responding to customer demand.

FINANCIAL IMPLICATIONS

Construction costs are estimated at \$85,000 and funded through existing capital resources. The additional laser cutter is being funded through a provincial grant. There are no revenue implications as the space currently operates on a cost-recovery model.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

TECHNOLOGY IMPLICATIONS

Equipment will be moved with the assistance of Technology Services and equipment service providers to ensure that it functions properly after each move. There are no other technological implications associated with this report.

BOARD PRIORITIES

“SERVICES that are customer centric” is one of the three 2015 – 2018 OPL Board strategic priorities. A priority of the direction is to “Act as catalyst for exploration and discovery,” which is reached through the provision of Imagine Space services.

DISPOSITION

The Imagine Space closure will begin November 23, 2015 and extend into early February 2016. The completion date will be confirmed with the General Contractor prior to the start of construction.

Customer notification for the temporary closure of the Imagine Space will be undertaken through a multi-pronged approach.