



MONTGOMERY COUNTY PUBLIC LIBRARIES


Isiah Leggett
County Executive

B. Parker Hamilton
Director

MEMORANDUM

December 9, 2011

TO: George Leventhal, Chair
Craig Rice, Member,
Nancy Navarro, Member
Montgomery County Council Health and Human Services Committee

FROM: B. Parker Hamilton, Director 
Department of Public Libraries

SUBJECT: Status of Efforts to Provide Partial Library Service to Olney during the Renovation

At the direction of the County Executive, Montgomery County Public Libraries (MCPL), the Department of Recreation, and the Department of General Services have been working collaboratively on a kiosk library solution for the Olney community for several weeks. In early November, MCPL was directed by the County Executive to explore options for providing partial library services to the Olney community during the remainder of the renovation period for the Olney Library. We partnered with the Department of Recreation to identify the Longwood Recreation Center as the best location to provide the service in Olney during the remainder of the Olney Library renovation period. The services we have determined we can provide through a kiosk library are:

- Circulation of current titles for both children and adults in a book vending machine;
- Circulation of media (DVDs, potentially CDs) in a media vending machine;
- Pick-up of customer holds in a materials locker system; and
- Drop-off of library materials (internal book drop).

The location at Longwood Recreation Center provides several advantages: 1) partnership with County Recreation allows us to provide service at a reasonable cost and a low risk, 2) a safe indoor location monitored by County staff, 3) plentiful parking, 4) no rent or lease requirements, 5) an ADA accessible facility, and 6) sufficient space for the library system to provide materials for checkout, holds fulfillment, and the return of library materials. The kiosk/book return solution will also have the benefit of being semi-portable and reusable for future library renovations, or while communities wait for a permanent library branch. There will be no permanent installation or facilities modifications needed to the Longwood Recreation Center to accomplish the project.

We estimate that completing the required Procurement processes and then staging and installing the related equipment, will be completed in the first quarter of calendar year 2012. We will make every effort, within the constraints of applicable Procurement regulations for a purchase of this nature and the reasonable lead time required by a vendor to assemble and install a kiosk library, to expedite implementation of the project.

Please feel free to contact me if you have questions. Thank you for your attention to this matter.

c: Isiah Leggett, County Executive
Timothy L. Firestine, Chief Administrative Officer
Gabriel Albornoz, Director, Department of Recreation
David Dise, Department of General Services
Jennifer Hughes, Office of Management and Budget
Ana Lopez van Balen, Director, Mid-County Regional Services Center