

Date: July 14, 2021

To: Robert Favini, Head of Library Advisory and Development  
Massachusetts Board of Library Commissioners

From: Victoria Woodley, Library Director Pollard Library (Lowell)

Re: ARPA Funds for Communities Hardest Hit by COVID – Open-grant letter of intent

## PROJECT #1: Mobile/ Pop-up Technology Lab

The City of Lowell has a main branch in the downtown area and one small branch inside of the Senior Center that is located 3/10 mile away from the main branch. In a City that has more than 110,000 residents and is 14.5 square miles in area this is very inadequate. Since it is not possible to build branches without considerable expenditure by the City (if there was land available) we propose to bring technology and library materials to the different neighborhoods, ethnic community centers, schools and events throughout the City of Lowell. We plan to work with our own community planning staff, as well as with representatives from our many neighborhood groups to determine what areas are in most need and would most benefit from the service to determine locations and scheduling.

We would like to begin with a pilot program.

For Step 1, we have access to a cargo van owned by the Senior Center that they will allow us to use once a week or so to bring technology (computers, printer, and hotspots) and a small collection of library materials on carts to pre-arranged locations for a few hours at a time. We will set up outside in a parking lot under canopies with 10 laptops and a printer. We will also collaborate with any center/ group that will allow us to bring our tech into their building.

Equipment	Quantity	Cost each	Total Cost
Chromebook (Lenovo IdeaPad 3)	10	\$300.00	\$3,000.00
Wireless Printer	1	\$209	\$209
Universal laptop AC charge station	1	\$280	\$280
Small folding writing desk w/ USB ports & power plugs	10	85.99	\$860
Power strip tower surge protector w/ 10 ft. cable	1	27.99	\$28
Hotspots	10	From MBLC Hotspot program	-0-
SUBTOTAL			\$4,377.00

For Step 2, I would also like to purchase an enclosed trailer to use as the vehicle to carry the equipment we need for this mobile lab. We would like to have the trailer outfitted with shelves and other necessary equipment, but I don't have a way to get a price on customization on such short notice. If this trial project is successful, we would also like to have the trailer "wrapped" with the Library's logo, etc.

Equipment	Quantity	Cost each	Total Cost
Enclosed aluminum trailer 7'(w) x 16' (l) x 7'(h)	1	\$7,495.00	\$7,495.00
SUBTOTAL			\$7,495.00

## PROJECT #2: Upgrade the computers in our Computer Lab located in the Senior Center.

We have a computer lab with some very old computers that have been in place for over 9 years. The Lab is used for ESL training, computer classes, and for other purposes by the Senior Center itself such as tax preparation and computer repair for Seniors. We will add webcams with microphones to the computer.

Equipment	Quantity	Cost each	Total Cost
HP ProDesk 600 G6 Small Form Factor PC	12	\$925.00	\$11,100.00
Acer V246HQL 23.6 Full HD LED LCD Monitors	12	\$133.00	\$1,596.00
SUBTOTAL			\$12,696.00

## PROJECT #3: Translation stations at the Library Service desks

The City of Lowell has a minority-majority population. Besides English, the most frequently spoken languages in Lowell are Spanish, Khmer, and Portuguese. We do have some staff who speak languages other than English, but one never knows if a particular staff member will be available to translate when needed. Our IT Specialist has done some research on the equipment we would need to create a "translation station" on each floor of the Library. We would use Google translate to facilitate the actual translation of the conversation between patron and staff member. We recently became aware that Khmer is now one of the languages available on Google translate.

Equipment	Quantity	Cost each	Total Cost
Surface Pro 4 tablets w/ freestanding	4	\$978.00	\$3,910.00

holders			
SUBTOTAL			\$3,910.00

#### PROJECT #4: Touch screens for patrons who cannot use keyboards

In an effort to make our services/resources accessible to everyone, including those patrons with disabilities, we already offer low-vision equipment and computers with software programs that helps patrons navigate the internet. We also have a VRS (video-telephone) that allows patrons who are deaf and those who wish to communicate with a person who is deaf to do so via a monitor that engages an ASL interpreter to facilitate the conversation. We would also like to make it possible for those individuals who cannot use a keyboard and mouse to still have access to our resources and the internet by using touch screen computers.

Equipment	Quantity	Cost each	Total Cost
All-in-one Touch screen with built-in computer	3	\$650.00	\$1,950.00
SUBTOTAL			\$1,950.00

#### PROJECT #5: Baker & Taylor Pop up Libraries

Vendor Baker & Taylor have offered a product they call a “Pop up Library” for a number of years now. The cost has been prohibitive for us to buy this product. It would allow us to offer e-content to residents of Lowell without the use of a library card or a visit to the Library itself. We propose to purchase 3 of the eBook devices and locate them in areas of the City where people frequently sit and have to wait for a particular service, for example the Courthouse, the Registry of Motor Vehicles, and Gallagher Station (bus and train terminal). The device is a dedicated “hotspot” that will allow residents access to library materials from their phones, tablets, or laptops.

Quantity	Annual device charge	Opening day collection \$2,000 / device	Balance of year Spending: \$2,000/ device	Total Annual Plan Price
3	\$700	\$2,000	\$2,000	\$14,100
SUBTOTAL				\$14,100.00

#### PROJECT #6: Assistive technology for patrons to navigate within the Library

Navilens

<https://www.navilens.com/>

Navilens is a navigational system that uses proprietary technology to help visitors navigate unfamiliar spaces. Users can download a free app on either IOS or android devices to read QR codes that give the user important information to orient and guide them in their environment, and can also give helpful contextual information. While Navilens is specifically designed for low vision individuals, it is useful for individuals with a variety of needs. Navilens is able to guide all users indoors through virtual arrows in a very innovative Augmented Reality (AR) experience, without GPS or Bluetooth. A 10 inches NaviLens code can be read up to 60 feet away in 0.03 seconds, covering 160°. The app will give real time information as the user moves. Navilens features are available in 24 languages, breaking language barriers of all users. Navilens has already provided us with a trial program. Given that the these codes are now found in the subways of New York City and on Kellogg cereal boxes in Europe we are excited to make use of this amazing technology that was brought to our attention by our YA librarian who is also chair of the Lowell Disabilities Commission.

Equipment/ software	Quantity	Cost each	Total cost
Program initial fee/bldg.	1	\$990	\$990.00
Monthly fee	12	\$59	\$708.00
SUBTOTAL			\$1,698.00

**The total projected cost of all these projects is \$46,226.00**