

**PROJECT ANALYSIS**

FOR

City of Arlington Heights

BY

Blake Adams

**STATEMENT OF PROBLEM**

To design a 48,400 square foot library garden café, for the community of Arlington Heights, and for Barnes & Noble. The structure will have a concrete block exterior with a steel superstructure and a flat commercial roof. The site is off of 2020 Northwest highway, Arlington Heights. There also needs to be parking on two different sides of the building, with a park establishment on the outside of the bigger lot. This project cannot exceed \$680,000, and must be completed by April 20, 2010.

**I. CLIENT DATA**

- A. Company Name Barnes & Noble
- B. Owner or Contact Person Thomas Jones
- C. Street Address 20 Speed Drive
- D. City New York City State NY Zip Code 20215
- E. Product or Services Book Store

**II. BUILDING SITE DATA**

- A. Lot Dimensions 731ft X 241ft Area 48,400 sq. ft.
- B. Existing Contours Flat
- C. Existing Landscape Parking Lot, few trees
- D. Existing Easements Per City Code
- E. Location of Lot (Address) 2020 Northwest Highway, Arlington Heights, IL, 60004
- F. Utilities Available:
  - 1. Water Service HANA water services

2. Sewer Service H2O plumbing and sewer services
3. Electrical Service ComEd
4. Natural Gas NICOR
5. Telephone Comcast
6. Internet Access Comcast

### III. PERSONNEL DATA & NEEDS

#### A. Number of Occupants

1. Salaried Employees Managers,
2. Hourly Employees Gardeners, Groundskeepers, Stockers, Cashiers, Maintenance, Cooks
3. Part-time Employees Bus Boy, Waiter

#### B. List of Personnel by Position

1. Job Title Book Store Floor Manager Qty. 1
  - a. Responsibilities of Job In charge of the books store's cash flow, and income, usually on the floor, making everything in the store is going as planned.
  - b. Equipment Needed for Job Office w/ computer, desk, chair, window viewing store
2. Job Title Stock Manager Qty. 1
  - a. Responsibilities of Job Manages the supplies coming to and from the store, making sure the inventory is balanced, and everything in the book store is fully stocked
  - b. Equipment Needed for Job smaller office computer chair desk near storage
3. Job Title Book Stocker Qty. 4
  - a. Responsibilities of Job They restock books, unload books from deliveries, and make sure that the section of inventory their assigned to is balanced.
  - b. Equipment Needed for Job Pen, clipboard, walkie-talkie
4. Job Title Bookstore Cashier Qty. 4
  - a. Responsibilities of Job exchange the books for money, work with returns
  - b. Equipment Needed for Job cash register, proper amount of money in register at the start of the day, desk.
5. Job Title Book Store Helpers/Information Qty. 6
  - a. Responsibilities of Job To roam the store floor looking for people that need help, or asking people if they need help finding something. They also stand at their post at the information stand, and help people order, find, or tell them what a certain book is about.
  - b. Equipment Needed for Job Information stand, 8 computers, (2 at stand, 6 throughout the store), knowledge of books in the store also

6. Job Title Manager of Cafe Qty. 1

- a. Responsibilities of Job Oversee's cash flow, hires and fires employees, maintains the establishment, oversees inventory and incoming supplies.
- b. Equipment Needed for Job office, desk, chair, computer.

7. Job Title Waiter/Waitress Qty. 7

- a. Responsibilities of Job Serve dishes and receive orders form dishes, transport food to and from the tables, make sure that the customers are enjoying their time, roam the dining floor helping their assigned tables.
- b. Equipment Needed for Job apron, pen, paper

8. Job Title Chefs Qty. 6

- a. Responsibilities of Job They cook and prepare all of the food that comes to the customers.
- b. Equipment Needed for Job apron, headband, stoves, pots, pans, the food, cooking silverware(spatulas, stiring spoon, egg beater, salad tosser, large knife, etc.)

9. Job Title Grounds Keeper Qty. 5

- a. Responsibilities of Job Maintain the gardens beauty, keep all te plants alive and well, make sure that the plants display is to the customers satisfaction, keep the garden clean from dead leaves or dirt on the walking area.
- b. Equipment Needed for Job Broom, hose, sprinkler, humidifier, shovel, other gardening tools, used when working with single plants.

10. Job Title Maitnence Qty. 12

- a. Responsibilities of Job Kepp the bookstore, and the garden clean, work with pluming, small craftsmanship, clean up the messs
- b. Equipment Needed for Job Pluming tools, craftsman tools, (drill, hemmer screw, nails, etc.) mop, broom, gardening tools.

11. Job Title Bus Boy Qty. 6

- a. Responsibilities of Job clear the dining tables after evry customers meal, and clean the dishes.
- b. Equipment Needed for Job Crate for dirty dishes, sponges, wash cloth, dish clean tools.

#### IV. CUSTOMER NEEDS

- A. Outside of Building Parking, benches
  
- B. Inside of Building chairs, tables, books, La-Z-Boys, brunch food, bookshelves, walkway, benches, plants

#### V. BUILDING DESIGN DATA

- A. Approximate Shape Desired
  
  
  
  
  
  
  
  
  
  
- B. Maximum Length & Width Allowed
  
- C. Number of Levels Desired 2
- D. Square Footage Desired 48,400
  
- E. Style of Building Desired contemporary

#### VI. BUILDING MATERIALS DESIRED

- A. Exterior Walls concrete brick
  
- B. Roofing concrete flat
  
- C. Soffit or Trim yes
  
- D. Windows casement
- E. Glazing of Windows clear
  
- F. Exterior Doors metal/glass
  
- G. Roof Drainage System pipe system
  
- H. Interior Walls concrete brick, wood
  
- I. Interior Doors metal and wood
  
- J. Interior Trim plastic, steel
  
- K. Cabinetry wooden-at stores, steel-at cafe
  
- L. Hardware wooden, steel
  
- M. Floor Coverings concrete/tile/
- N. Wall Coverings paint

- O. Ceilings tile
- P. Lighting flourescent

## VII. SPACE NEEDS

### A. Public Areas (Type & Sq.Ft.)

- 1. Bookstore- 16, 400
- 2. Garden- 15, 500
- 3. Café- 8, 500

### B. Employee Areas (Type & Sq.Ft.)

- 1. Offices 1,000
- 2. Garden 900
- 3. Café 1,800

### C. Mechanical Areas (Type & Sq.Ft.)

- 1. Book Mechanical 500
- 2. Garden Mechanical 500
- 3. Café Mechanical 500

### D. Storage Areas (Type & Sq.Ft.)

- 1. Book and Garden Storage 1,800
- 2. Café storage 1,000

## VIII. MECHANICAL EQUIPMENT & SPECIAL FEATURES

- A. Heating System yes
- B. Cooling System yes
  
- C. Electronic Air Cleaner yes
- D. Water Heater yes
- E. Humidifier yes, intense high humidifier for garden
  
- F. Dehumidifier yes
  
- G. Central Vacuum Cleaner yes

H. Intercom System yes

I. Security System yes

J. Skylights yes, one large area for garden

K. Atriums yes, large atrium for garden

IX. MISCELLANEOUS INFORMATION & NOTES

Garden has glass ceiling