



OFF-SITE STORAGE

CLEARING THE WAY FOR CHANGE

**PRESERVING
INFORMATION
FOR GENERATIONS**

Libraries and archives are entrusted with an extraordinary responsibility: they're tasked with organizing and preserving vast repositories of accumulated knowledge for current and future generations of researchers. Library and archive professionals must often curate and conserve collections under significant space and budget constraints.

Space is of particular concern for institutions that need to maintain and expand their collections while offering more open, flexible workspaces such as collaborative work areas, classrooms, and meeting rooms.

These institutions face the difficult challenge of trying to fit an increasing amount of irreplaceable book collections, records, and other materials into a decreasing amount of storage space. Our trusted network of local distributors have proven time and time again that this is not an impossible task: moving seldom-accessed reference materials to an off-site storage facility is an excellent solution for freeing up space on campus libraries, public libraries, and other institutions.

CHANGING EXPECTATIONS

As campuses and communities change, so do their libraries. Modern libraries are still expected to provide areas for quiet study, but patrons also want libraries to include spaces that allow them to meet, collaborate, and connect with new tools and technology.

Off-site storage provides a cost-effective way to improve patrons' experiences while maintaining and protecting stored materials. This solution allows library professionals to continue adding to their collections while still offering convenient access to materials.



**Helping your institution
better serve patrons.**



Why Off-Site Storage?

Prestigious institutions around the U.S. and Canada have installed off-site storage systems for a number of reasons.

- Some are landlocked in urban locations and/or on campus and can't build an addition simply because there is no space available for expansion.
- In areas where adjacent lots or other parcels are available, the high price of real estate can be prohibitive.
- Some institutions are located in historically or architecturally significant buildings, and constructing an expansion would damage their aesthetic appeal.
- Institutions that opt for off-site facilities are seeking a comprehensive, long-term solution to their storage issues.



TAKE SLOW-CIRCULATING VOLUMES



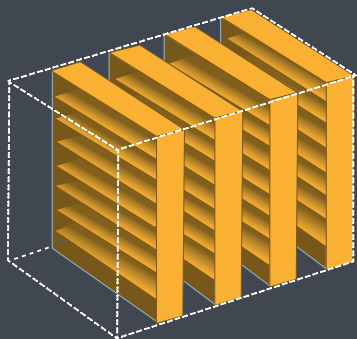
AND MOVE THEM OFF SITE



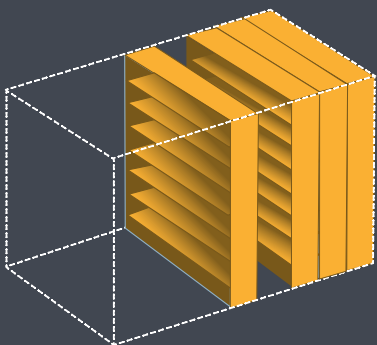
TO REDEFINE LIBRARY SPACE.

MAKING THE MOVE

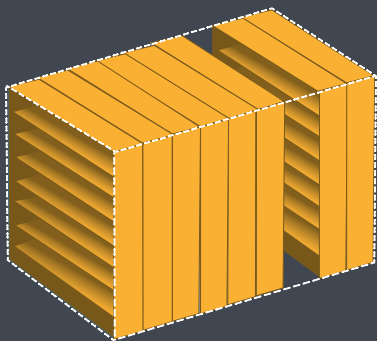
Off-site facilities can utilize static shelving, mobile shelving, or a combination, depending on the institution's needs. Mobile high-bay shelving is an increasingly popular option among large research institutions.



Static shelving **USES VERTICAL SPACE EFFICIENTLY**. Shelves can be adjusted based on book size or box type to condense collections.



Mobile shelving optimizes storage more efficiently. Shelving units are placed on rails and aisles are opened at the point of need, allowing more items to be stored in **LESS FLOOR SPACE**.



Additional mobile shelving units can be incorporated to **INCREASE STORAGE CAPACITY**. Optimizing space permits future growth and decreases long-term operating costs.

ELIMINATE WASTED SPACE.



Design and Operational Considerations

Spacesaver's knowledgeable consultants can assist with all aspects of an off-site storage project, including:

- **Book Trays**
We can help determine sizes and quantities needed.
- **Storage and Retrieval Logistics**
For high-bay projects, we can provide technical information and budgets regarding pickers or lifts, battery chargers, and book carts for the lift. We can even provide the lift itself as a part of our scope of work.
- **HVAC**
Our engineering team has developed solutions that allow our static and mobile storage systems to integrate with HVAC.
- **Fire Suppression**
After years of extensive testing and research, our storage experts have a vast knowledge of various fire suppression systems and how they can be integrated with our storage systems.
- **Floor-Loading Requirements**
Our projects are safe and stable for reliable long-term storage.
- **Lighting**
We can provide information on a variety of lighting systems, as well as insights regarding the choices made by recent clients.
- **Wire Guidance**
We can provide budgets and install the wire guidance as a part of our scope of work
- **Testing**
Rigorous testing has contributed to our excellent reputation for safety and efficiency.

An Investment In Efficiency

Investing in an off-site building and high-bay storage may seem like a significant financial and logistical undertaking, but the initial costs are quickly recouped through improvements in efficiency.

- **Decreased storage cost per volume:** Western Michigan University determined that implementing off-site mobile high-bay storage decreased cost per volume from **\$9.42 in the library to \$1.43 off-site.**¹
- **HVAC & electricity savings:** The ability to utilize vertical space and compact storage results in reduced building volume, creating energy and cost savings. One company reduced their off-site heating and cooling costs by 30% by selecting mobile high-bay storage and therefore requiring less storage space.
- **Improved service:** Moving rarely-accessed collections off-site allows your library to add the meeting spaces, cafes, classrooms, and technology that patrons expect on-site, while still providing a way for researchers and students to have access to the full breadth of your collections.

Although the initial costs are higher for mobile storage systems, the total investment ends up being lower over the long term due to lower building and utility costs.

¹ Presentation by Mary Beth Lock and Marvin Tillman:

<http://goo.gl/g2JFLJ>

ACHIEVING OFF-SITE SUCCESS

While creating an off-site storage facility might seem like a monumental undertaking, these projects have actually become routine for the Spacesaver team. Our mobile storage systems are becoming increasingly popular with large research institutions, and our extensive network of local distributors are experts in all phases of off-site project planning, installation, and maintenance.

We worked with the following institutions to create efficient and effective off-site storage systems. We can help you, too.



An investment in the future.



FREE LIBRARY OF PHILADELPHIA

Operations Center at Southbank

Philadelphia, Pennsylvania



Off-site storage projects can incorporate static shelving, as pictured at right, and shelving mounted on mobile carriages. This storage system was installed in an existing warehouse and consisted of medium-height shelving units to take full advantage of the facility's vertical space.



The Free Library Operations Center at Southbank is a climate-controlled, state-of-the-art storage facility that allowed the Free Library of Philadelphia to open up space for modern uses while preserving seldom accessed materials.

The off-site storage project was driven by the library's need to modernize its function and appearance. While the building's exterior is an iconic landmark, the interior was cramped and dark: metal shelves supported the floor above, and the resulting narrow aisles and low ceilings gave the library's stacks a cave-like feeling.

The Operations Center at Southbank was an integral part of an overarching strategy that aimed to make room for modern programmatic uses and improve interior aesthetics. The local Spacesaver distributor conducted a thorough space assessment of the off-site warehouse, consulted with the library to understand what needed to be stored, and designed and installed an extensive compact storage solution. Some static shelving was installed, and 90" -tall shelving on a mechanical-assist compact mobile system makes optimal use of the available warehouse space.

The facility now houses government documents, bound journals, and other infrequently accessed materials. As a result, the library has experienced a dramatic transformation, eliminating six levels of metal stacks and brightening the interior while still maintaining access to collections.

WAKE FOREST UNIVERSITY

Winston-Salem, North Carolina



Features like integral side-shelf supports, shelf backstops, upright baffle closure panels, and flue spaces contain media and also help protect it from fire loss.



The Z. Smith Reynolds Library, located on the Wake Forest University campus, serves the Undergraduate College as well as students within the School of Business, Graduate School of Arts and Sciences, and the Divinity School. Opened in 1956, the library has grown significantly over the past 60 years—and as the collection continued to grow, so did the need for additional study spaces and new services within the existing building. The University's library system had contracted with a commercial off-site storage facility to house seldom accessed materials, but the facility charged the library by the linear foot, as well as a fee for delivery and return of materials.

To save on costs and while continuing to grow the collection, the university purchased a warehouse with a small footprint—and 50' ceilings. Realizing that capitalizing on the vertical space was essential, university officials decided to install an XTend® Mobile High-Bay Storage System, featuring 34'-high mobile shelving units with 30 tiers of shelving. The shelving translates into a starting storage capacity of 155,000 volumes and will allow projected growth of 300,000 additional volumes.

The new storage system has created a more efficient and user-friendly experience for patrons who request off-site materials, and the off-site facility provided the opportunity to repurpose the existing spaces in the library into an auditorium, study areas, and collaborative workspaces.

WESTERN MICHIGAN UNIVERSITY

Kalamazoo, Michigan



XTend® High-Bay's polyester powder coat paint does not off-gas and keeps archived media safe for the long term, making this system ideal for consortium library warehouses, college archival facilities, and off-site archive document storage facilities.



Western Michigan University's Archives and Regional History Collections comprise over 28,000 cubic feet of books, journals, archives, oral histories, census records, and photographic collections—but for twenty years, the collections had been stored in three different campus buildings, one being an old gymnasium space previously used as a swimming pool. The multiple locations made accessing the archives a challenge for students, faculty, and researchers. Library staff would escort researchers across campus, only to realize they'd have to come back at a later time or even another day to access that part of the collection. There was also concern about preservation—as the original storage buildings were never intended to be libraries, there were challenges with temperature and humidity control.

After eight years of planning and design, the Zhang Legacy Collections Center was built to provide safe and accessible accommodations for the historical collections. The LEED® Silver building is climate-controlled and utilizes a mobile XTend® High-Bay Shelving System, with over 200 specially designed sections of shelving that are 34' high and equate to approximately 15 linear miles of storage. The system houses 450,000 book volumes and 25,000 archive boxes. Beyond the numbers, the university has realized substantial benefits that are not so easily quantified. Staff can conveniently access research materials and get them to patrons more quickly, and the vacated buildings can now be repurposed to drive other initiatives on campus.

NEXT STEPS

Spacesaver is the industry leader in high-bay storage, and we hold the patent on the XTend® mobile high-bay concept. Our knowledgeable consultants are ready to help you create a storage solution that fully integrates with your facility to optimize space, protect materials, improve organization, and ultimately expand and improve services offered by your library system.



**Partnering with the right
people for your project.**



SPACE ASSESSMENT

Our extensive network of local affiliates employ space consultants who specialize in understanding the unique needs of libraries and archives. Contacting Spacesaver to arrange a free, no-obligation space assessment is the first step toward reimagining your space and creating a facility that better serves your institution and its collection.



DESIGN ASSISTANCE

To ensure that your project is done right, your Spacesaver design consultant will be with you at every step along the way, from discussing concepts in the pre-design phase all the way through to final design, installation, and maintenance. Your local consultant will gain a thorough understanding of your institution's needs and will also serve as a liaison between end users and the architects, designers, and contractors working on your project—as well as with our engineering team and manufacturing facility in Wisconsin, USA.

STORAGE. SOLVED.

PROJECT FUNDING

As you consider project funding, keep in mind that contracts offer a powerful purchasing option. Contracts are systems set up by state governments and other organizations to evaluate products and negotiate pricing with esteemed vendors—a process that in turn allows government, education, non-profit organizations, and other groups to save time and money when purchasing those vendors' products. Most libraries and archives in the U.S. and Canada can purchase Spacesaver products at a deep discount by using NJPA, National IPA, and/or state contracts.

PRESERVING INFORMATION FOR GENERATIONS

We know that providing safe, accessible, and well-organized collections storage is at the core of your mission, and we're here to help. Our team of storage experts can assist you in creating a storage solution that fully integrates with your off-site facility's unique characteristics to maximize space, protect materials, increase efficiency, and ultimately improve and expand the services you provide.

Take the first step toward clearing the way for change.

Contact us today to arrange your free, no-obligation space consultation.

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