

MEMORANDUM

February 15, 2011

TO: Health and Human Services Committee

FROM: Vivian Yao, Legislative Analyst 

SUBJECT: **Worksession – FY12 Capital Budget and Amendments to the FY11-16 Capital Improvement Program (CIP): Department of Health and Human Services**

The Health and Human Services (HHS) Committee is scheduled to review the County Executive's recommended FY12 Capital Budget and amendments to the FY11-16 Capital Improvements Program (CIP) for the Department of Health and Human Services (DHHS). Representatives from DHHS, the Department of General Services (DGS), and the Office of Management and Budget (OMB) are expected to participate in the worksession.

The Executive has recommended an amendment to the existing Dennis Avenue Health Center FY11-16 CIP Project. The project description form (PDF) for the proposed amendment is attached to the packet at ©1 and the approved FY11-16 PDF is attached at ©2. Responses to Council staff questions are attached at ©3-6.

DHHS CIP

The FY11-16 CIP for the Department includes four active projects. The following three projects have not been recommended for amendment: Child Care in Schools, High School Wellness Center, and School-Based Health and Linkages to Learning Centers. These umbrella projects provide for the design and construction of multiple individual projects and are typically reviewed jointly by the HHS and Education Committees.

The recommended FY12 Capital Budget appropriation for the three projects not proposed for amendment is as follows:

Project	Recommended FY12 Appropriation
Child Care in Schools	\$ 739,000
High School Wellness Center	\$ 204,000
School-Based Health & Linkages to Learning Centers	\$ 6,266,000

Executive staff reports that the projects in the three school-based umbrella projects are on schedule to be completed as provided in the FY11-16 CIP. The following school-based projects are scheduled to be completed in FY11 or FY12:

- Fox Chapel Elementary School Linkages to Learning Center
- Montgomery Knolls Elementary School Linkages to Learning Center
- Rolling Terrace Elementary School-Based Health Center

The following school-based projects are scheduled to begin construction in FY11 or FY12:

- Weller Road Elementary School Child Care Center
- Highland Elementary School-Based Health Center
- Weller Road Elementary School-Based Health Center
- Viers Mill Elementary School-Based Health Center
- Georgian Forest Elementary School Linkages to Learning Center
- Gaithersburg High School Wellness Center

RECOMMENDED AMENDMENT TO FY11-16 DHHS CIP

Dennis Avenue Health Center

Expenditure Schedule (000s)

	Total	Total 6 years	FY11	FY12	FY13	FY14	FY15	FY16
<i>FY11-16 Approved</i>	2,242	2,242	420	1,822	0	0	0	0
<i>Recommended Amendment</i>	2,242	2,242	120	1,122	1,000			

Recommended funding source: \$2.242 million in G.O. Bonds

Requested FY12 appropriation: \$290,000

The project provides for the planning and design of a new 51,000 gross square foot building to completely replace the Dennis Avenue Health Center. The new health center will be built on the existing site adjoining the existing building. Once the new health center is occupied, the old building will be demolished. The existing facility is inadequate in capacity, is not configured as a health center, has key building systems have passed their useful service life, and requires Americans with Disabilities Act (ADA) related improvements.

The proposed amendment shifts funding of \$300,000 in FY11 and \$700,000 in FY11 to FY13. Total expenditures for the project remain constant with FY11-16 CIP approved amounts. Executive staff explains that there has been an implementation delay of approximately four months because (1) the project required preparation of a unique Request for Proposal (RFP); (2) during the summer/fall of 2010, the Office of the County Attorney was in the process of developing a new RFP template that delayed the preparation of the Dennis Avenue Health Center RFP; and (3) issuance of the RFP by the Office of Procurement has taken longer than expected.

Executive staff anticipates that the RFP will be issued shortly. A/E selection and contract execution is anticipated to be completed late in the spring 2011. Design is scheduled to start in summer 2011.

Council staff recommendation: Approve amended PDF as submitted by the Executive.

FACILITY PLANNING-MCG CIP PROJECTS

The Government Operations and Fiscal Policy (GO) Committee is charged with reviewing the Facility Planning-MCG project and deciding what projects will be included in that umbrella project. Deputy Council Staff Director Orlin requested that Council staff analysts review projects included in the Facility Planning-MCG project at the Departmental level to explore whether savings might result if specific projects did not continue. Council staff has provided a summary of DHHS projects in the Facility Planning-MCG project. **The HHS Committee may want to provide comments and advice to the GO Committee on project implementation and prioritization of DHHS Projects in the Facility Planning-MCG.**

Currently there are six DHHS projects in facility planning. Four of the six projects are either completed or near completion as follows:

- 401 Hungerford Drive Renovations: The POR is complete and signed off by HHS.
- 1301 Piccard Drive: The POR is being updated.
- 14703 Avery Road Treatment Center: The POR is 95% complete.
- Progress Place Relocation: The POR is complete and signed off by HHS.

The Executive suggests that FY11 and FY12 expenditures for these projects are minimal and that only staff charges remain for any work to be completed.

The two other projects in facility planning include the 8818 Georgia Avenue project and the Children's Resource Center project. FY11 and FY12 facility planning expenditures for the 8818 Georgia Avenue project are estimated at \$100,000. The County has issued a task order for an A/E consultant to perform a feasibility study and develop a program of requirements. The POR is scheduled to be completed in fall/winter 2011.

For the Children's Resource Center project, the expenditure schedule is unknown and minor staff costs may occur in FY11. DGS is working with MCPS to develop a program of requirements for a facility that houses school and HHS functions.

The Committee may be interested in seeking comment from the Department on what the impact would be if the plan to vacate the 8818 Georgia Avenue building and transfer functions to a new building in downtown Silver Spring was discontinued.

Recommended

Dennis Avenue Health Center -- No. 641106

Category
Subcategory
Administering Agency
Planning Area

Health and Human Services
Health and Human Services
General Services
Kensington-Wheaton

Date Last Modified
Required Adequate Public Facility
Relocation Impact
Status

January 06, 2011
No
None.
Planning Stage

EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru. FY10	Rem. FY10	Total 6 Years	FY11	FY12	FY13	FY14	FY15	FY16	Beyond 6 Years
Planning, Design, and Supervision	2,242	0	0	2,242	120	1,122	1,000	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
Total	2,242	0	0	2,242	120	1,122	1,000	0	0	0	0

FUNDING SCHEDULE (\$000)

G.O. Bonds	2,242	0	0	2,242	120	1,122	1,000	0	0	0	0
Total	2,242	0	0	2,242	120	1,122	1,000	0	0	0	0

DESCRIPTION

The project provides for planning and design of a new building to replace the Dennis Avenue Health Center (DAHC), on the existing site adjoining the existing building located at 2000 Dennis Avenue, Silver Spring, Maryland. The existing facility which was built in the 1960's as an elementary school is both inadequate (undersized) in capacity and is not configured to serve as a health center. Currently, patients with infectious airborne diseases are using the same entry and air circulation with other patients (including immune compromised patients) and staff. Key building systems such as structural system, perimeter skin walls, elevator, roof, HVAC and electrical systems have passed their useful service life. Numerous Americans with Disabilities Act (ADA) related improvements are required and egress stairs are undersized. The new facility will provide approximately 51,000 gross square feet to address all the space shortage and building deficiencies identified in the Program of Requirements (POR) without service interruption, reduction, or loss of these vital health services during construction. Programs will be configured to work efficiently and avoid potential cross contamination of users and staff (spread of communicable disease) due to location and proximity of incompatible programs.

CAPACITY

The center handles 1 out of every 150 cases of tuberculosis in the entire US. Currently, DAHC handles 74,700 patient visits per year with 115 employees. In 1984, the center (the same building size) handled 7,000 patient visits per year with 35 employees.

ESTIMATED SCHEDULE

The design phase for this project will commence during the summer of 2011 and is estimated to last sixteen months.

JUSTIFICATION

DAHC provides several highly sensitive programs such as Public Health Emergency Preparedness and Response, Immunization Program, Disease Control, Sexually Transmitted Diseases (STD) Services, Communicable Disease and Epidemiology, HIV Services, and Tuberculosis Control Program. DAHC service demand has been growing steadily while the facility space capacity has remained unchanged and condition of the facility has aged. The 2008 Health and Human Services (HHS) Strategic Facility Plan identified the need for additional space for program growth. The DAHC POR provided preliminary feasibility study and existing building condition assessment. The POR calls for the need to build a new 30,714 programmable area space facility to meet year 2015 space requirement.

FISCAL NOTE

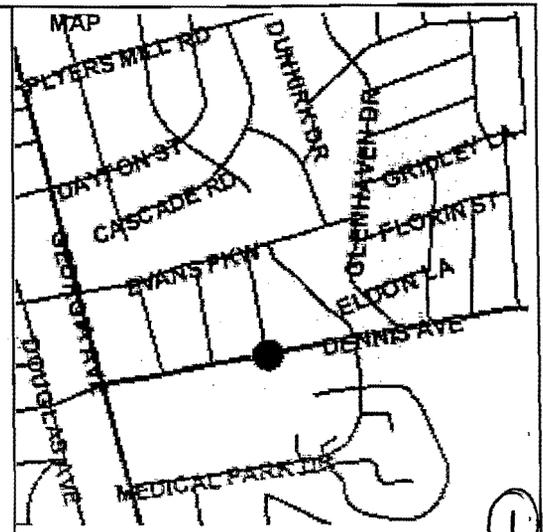
Shift expenditures and funding from FY11 and FY12 to FY13 to reflect current implementation plan. The project provides only for design phase. Final construction cost will be determined during the design development stage.

OTHER DISCLOSURES

- A pedestrian impact analysis will be performed during design or is in progress.

APPROPRIATION AND EXPENDITURE DATA		
Date First Appropriation	FY11	(\$000)
First Cost Estimate		
Current Scope	FY11	2,242
Last FY's Cost Estimate		2,242
Appropriation Request	FY12	290
Supplemental Appropriation Request		0
Transfer		0
Cumulative Appropriation		1,952
Expenditures / Encumbrances		0
Unencumbered Balance		1,952
Partial Closeout Thru	FY09	0
New Partial Closeout	FY10	0
Total Partial Closeout		0

COORDINATION
Department of Health and Human Services
Department of General Services



Approved

Dennis Avenue Health Center -- No. 641106

Category Health and Human Services
 Subcategory Health and Human Services
 Administering Agency General Services
 Planning Area Kensington-Wheaton

Health and Human Services
 Health and Human Services
 General Services
 Kensington-Wheaton

Date Last Modified January 09, 2010
 Required Adequate Public Facility No
 Relocation Impact None.
 Status Planning Stage

January 09, 2010
 No
 None.
 Planning Stage

EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY09	Est. FY10	Total 6 Years	FY11	FY12	FY13	FY14	FY15	FY16	Beyond 6 Years
Planning, Design, and Supervision	2,242	0	0	2,242	420	1,822	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
Total	2,242	0	0	2,242	420	1,822	0	0	0	0	0

FUNDING SCHEDULE (\$000)

G.O. Bonds	2,242	0	0	2,242	420	1,822	0	0	0	0	0
Total	2,242	0	0	2,242	420	1,822	0	0	0	0	0

DESCRIPTION

The project provides for planning and design of a new building to replace the Dennis Avenue Health Center (DAHC), on the existing site adjoining the existing building located at 2000 Dennis Avenue, Silver Spring, Maryland. The existing facility which was built in the 1960's as an elementary school is both inadequate (undersized) in capacity and is not configured to serve as a health center. Currently, patients with infectious airborne diseases are using the same entry and air circulation with other patients (including immune compromised patients) and staff. Key building systems such as structural system, perimeter skin walls, elevator, roof, HVAC and electrical systems have passed their useful service life. Numerous Americans with Disabilities Act (ADA) related improvements are required and egress stairs are undersized. The new facility will provide approximately 51,000 gross square feet to address all the space shortage and building deficiencies identified in the Program of Requirements (POR) without service interruption, reduction, or loss of these vital health services during construction. Programs will be configured to work efficiently and avoid potential cross contamination of users and staff (spread of communicable disease) due to location and proximity of incompatible programs.

CAPACITY

The center handles 1 out of every 150 cases of tuberculosis in the entire US. Currently, DAHC handles 74,700 patient visits per year with 115 employees. In 1984, the center (the same building size) handled 7,000 patient visits per year with 35 employees.

ESTIMATED SCHEDULE

The design phase for the this project will commence during the winter of 2011 and is estimated to last sixteen months.

JUSTIFICATION

DAHC provides several highly sensitive programs such as Public Health Emergency Preparedness and Response, Immunization Program, Disease Control, Sexually Transmitted Diseases (STD) Services, Communicable Disease and Epidemiology, HIV Services, and Tuberculosis Control Program. DAHC service demand has been growing steadily while the facility space capacity has remained unchanged and condition of the facility has aged. The 2008 Health Human Services (HHS) Strategic Facility Plan identified the need for additional space for program growth. The DAHC POR provided preliminary feasibility and existing building condition assessment. The POR calls for the need to build a new 30,714 programmable area space facility to meet year 2015 space requirement.

FISCAL NOTE

The project provides only for design phase. Final construction cost will be determined during the design development stage.

OTHER DISCLOSURES

- A pedestrian impact analysis will be performed during design or is in progress.

APPROPRIATION AND EXPENDITURE DATA		
Date First Appropriation	FY11	(\$000)
First Cost Estimate		
Current Scope	FY11	2,242
Last FY's Cost Estimate		0
Appropriation Request	FY11	1,952
Appropriation Request Est.	FY12	290
Supplemental Appropriation Request		0
Transfer		0
Cumulative Appropriation		0
Expenditures / Encumbrances		0
Unencumbered Balance		0
Partial Closeout Thru	FY08	0
New Partial Closeout	FY09	0
Total Partial Closeout		0

COORDINATION
 Department of Health and Human Services
 Department of General Services



DHHS CIP Questions

Please provide responses no later than Thursday, February 10.

Dennis Avenue Health Center

1. Please provide a status update on this project.
 - a. The RFP to select Architectural and Engineering Services (A/E) services is currently with the Office of Procurement for advertisement.
2. Why is the implementation of the project delayed? The start of the design phase in the most recent CIP report suggests a start date in the 1st quarter of 2011, but the PDF says that design will start in the summer of 2011.
 - a. There has been an implementation delay of approximately four (4) months since the project funding became available in July 2011. The reasons for the delay are:
 - i. The project required preparation of a unique Request for Proposal (RFP).
 - ii. During Summer/Fall 2010, the Office of County Attorney was in the process of developing a new RFP template (with new General Conditions and other requirements) that delayed the preparation of the Dennis Avenue Health Center RFP.
 - iii. Issuance by the Office of Procurement has taken longer than expected.
 - b. A/E selection and contract execution is anticipated to be completed late in Spring 2011. Design is scheduled to start in Summer 2011.

Facility Planning: MCG

1. Please provide the expenditure schedule, timeline for completion, and any updates for the DHHS projects in Facility Planning including (1) 1301A Piccard Drive, (2) 8818 Georgia Avenue, and (3) Progress Place Relocation.
 - a. 1301A Piccard Drive:
 - i. Expenditure Schedule: FY11 and 12 expenditure schedule involve only County staff charges since the Program of Requirements (POR) is being finalized by Department of General Services (DGS) staff.
 - ii. POR is scheduled to be completed in Summer 2011.
 - b. 8818 Georgia Avenue
 - i. Expenditure Schedule: FY11 and 12 expenditure estimate for the Facility Planning project is \$100,000.
 - ii. The County issued a Task Order for an A/E to perform a Feasibility Study and to develop a POR. The POR is scheduled to be completed in Fall/Winter 2011.
 - c. Progress Place Relocation
 - i. Expenditure Schedule: FY11 and 12 expenditure estimate for the Facility Planning project involve only County staff charges since the POR is being prepared by DGS staff.

- ii. The POR has been approved by HHS; currently being routed to other County agencies for approval. POR is scheduled to be completed in Summer 2011.
- 2. If the following projects are candidates for Facility Planning, please provide an expenditure schedule, timeline for completion, and updates for them as well: (1) Children's Resource Center -- 322 West Edmonston Drive, (2) 14703 Avery Road Treatment Center, and (3) 401 Hungerford Renovation.
 - a. Children's Resource Center -- 322 West Edmonston Drive
 - i. DGS is working with MCPS to develop Program of Requirements for a dual (school and HHS) facility.
 - ii. Expenditure schedule is unknown. Minor County staff costs may occur in FY11.
 - b. 14703 Avery Road Treatment Center
 - i. Expenditure Schedule: FY11 and 12 expenditure schedule involve only County staff charges since the POR is being finalized by DGS staff. Most of the expenditures for this facility planning project have occurred.
 - ii. The POR is currently being updated by DGS staff. POR is scheduled to be completed in Summer 2011.
 - c. 401 Hungerford Renovation (Note: This is not an HHS CIP project but under General Government)
 - i. Expenditure Schedule: FY11 and 12 expenditure schedule involve only County staff charges since the POR is being finalized by DGS staff.
 - ii. The POR has been approved and signed by HHS; currently being routed to other County agencies for signature. POR is scheduled to be completed in summer 2011.

School-Based Health and Linkages to Learning Centers

- 1. Are all of the individuals projects included in this umbrella project on schedule to be completed as provided in the FY11-16 CIP? If the schedule or costs for any project in this umbrella CIP project has been updated, please provide the updated schedule and cost breakout for each project.
The projects are on schedule as provided in the FY 2011-2016 CIP. The cost estimates for these projects have not changed.
- 2. Please provide a status update for the Fox Chapel and Montgomery Knolls projects. Have the projects been substantially completed? If so, what is the anticipated total cost for each project?
Fox Chapel and Montgomery Knolls are both under construction with an anticipated completion date of Aug 2011 for Fox Chapel and January 2012 for Montgomery Knolls. The total cost for the projects will be available after construction is complete. The anticipated cost has not changed.

3. Please provide a status update for the Rolling Terrace, Highland, Weller Road, Viers Mill, and Georgian Forest projects. Has the bidding for the projects been completed? If so, what were the results? If not, when is the bidding expected to be completed?
 - Rolling Terrace SBHC is currently under construction.
 - Highland ES SBHC will be bid in May 2011 and begin construction in July 2011.
 - Weller Road will be bid in August 2011 with construction scheduled to begin in January 2012.
 - Viers Mill SBHC will be bid in December 2011 and begin construction in January 2012.
 - Georgian Forest will be bid in December 2011 and begin construction in January 2012.

4. What is the status of the request for federal Affordable Care Act, SBHC Capital Program funding for the Highland SBHC?

The department is waiting to hear from the Grantor. The only information regarding the time frame for awards is that they will be made "in a timely manner to allow for a July 1, 2011 start date."

High School Wellness Center

1. Are all of the individuals projects included in this umbrella project on schedule to be completed as provided in the FY11-16 CIP? If the schedule or costs for any project in this umbrella CIP project has been updated, please provide the updated schedule and cost breakout for each project.

The projects are on schedule as provided in the FY 2011-2016 CIP. The estimated budgets have not changed.

2. Please provide a status update for the Gaithersburg High School project. Has the bidding been completed? If so, what were the results? If not, when is the bidding expected to be completed?

The Wellness Center at Gaithersburg HS is in the bidding process and the bidding process should be complete in March 2011.

Child Care in Schools

1. Are all of the individuals projects included in this umbrella project on schedule to be completed as provided in the FY11-16 CIP? If the schedule or costs for any project in this umbrella CIP project has been updated, please provide the updated schedule and cost breakout for each project.

The projects are on schedule as provided in the FY 11-16 CIP. The cost estimates have not changed.

2. Please provide a status report on the Takoma Park project. Is it currently leased and operational? Yes. What were the final costs for the project?

The cost for the Takoma Park project was \$276,975.

3. Please provide a status report on the Weller Road project. Has the project been bid out yet? If so, what is the bid price for the project? If not, when is it anticipated that this information will be available?
Weller Road will be bid in August 2011 with construction scheduled to begin in January 2012.