

\$59,000 in Rental Income

Requested FY13 appropriation: \$9.329 million

Estimated FY14 appropriation: \$150,000

Project Description

The project provides for the design and construction of a mixed use facility at Wayne Avenue and Fenton Street including a 38,200 net square foot library and 20,000 square feet of art gallery, classroom space, and a coffee bar. The PDF includes \$700,000 in current revenue for the collection. The operating budget impact to open the center is projected at \$951,000 in FY15, and \$2.109 million annually afterward.

Status Update

Executive staff reports that for Phase 1 of the project, the "wet" utilities including the WSSC sanitary sewer and the storm sewer are basically complete. The relocation of the "dry" utilities, e.g., Pepco, Verizon, and Comcast, are in progress and should be completed in summer 2012.

For Phase II, the construction document phase is scheduled for completion in summer 2012. After permitting and bidding, the construction contract is scheduled to be awarded in fall 2012. Construction is anticipated to be completed in fall 2014.

PROJECT SCOPE CHANGES

The Executive's recommended FY13-18 project includes scope changes due to fiscal constraints including: (1) the down-sizing of meeting rooms to fit within the overall area of the three floors of the library, and (2) the elimination of the top (6th) floor for Department of Health and Human Services (DHHS) office space. Executive staff explained that the reduction in meeting room space is acceptable because of the availability of meeting rooms in the new Civic Building. DGS staff reported that the 6th floor of the building was to be approximately 8700 net square feet in size. The floor was originally intended to house the DHHS Minority Health Initiatives.

Executive Branch staff has estimated that an additional \$3.6 to \$3.8 million would need to be programmed in the Silver Spring Library project to build the 6th floor, although the savings reported for eliminating the floor was \$2 million. The methodology and assumptions in developing the estimates are explained at ©31. The library project would experience some delays to allow for re-design work if the top floor is put back.

The Council has received testimony from the Montgomery County Friends of the Library advocating for the timely completion of the project and from Paulette Dickerson expressing the need to retain the additional level in the Silver Spring Library to increase County space for other County services (©26-28).

Committee Review

The Health and Human Services (HHS) Committee met on February 15 and March 8 to discuss the County Executive's recommended CIP for the Public Libraries. **The HHS Committee recommended approving the Silver Spring Library project as submitted by the County Executive. The vote was 2-0 for approval.** HHS Committee Chair Leventhal abstained from supporting the reduced-scope project which removed the top (6th floor), targeted for a DHHS function, in the absence of information about strategic planning for DHHS facilities.

Subsequently, the PHED and HHS Committees received a briefing on the needs for DHHS facilities and how facilities are being planned to meet client needs, with the possibility of relocating services currently provided in Silver Spring to Wheaton. Executive staff reported the following to the Committees:

- The latest idea for strategic facility planning for DHHS facilities would be to consolidate a number of DHHS functions into a large, seven-story, approximately 140,000 square-foot building to be built in downtown Wheaton.
- Programs being considered for the new space include those currently housed at 8818 Georgia Avenue, the minority health initiatives, and programs in leased space at 8630 Fenton Street in Silver Spring and 11 North Washington Street in Rockville.
- A profile on consumers going to the current Georgia Ave site suggests that 52% come from zip codes that would be well-served by the Wheaton site; however, 48% come from downtown Silver Spring or points north and east.
- The building site has not been chosen and nothing in the recommended FY13-18 CIP speaks to these ideas, as they are being explored for possible inclusion in the next CIP cycle.

The PHED and HHS Committees discussed the Silver Spring Library's central location and the possibility of creating additional capacity for other uses without running into height concerns. **However, no changes were recommended to the Silver Spring Library project as submitted by the County Executive.**

Council Review

During the March 20 Council review of the project, Councilmembers expressed concerns about foreclosing the possibility of constructing County-owned space in a dense, transit-oriented area of downtown Silver Spring and agreed to explore options and costs associated with restoring the 6th floor of the library including the following issues:

- The possibility of using the space for other County facilities or community uses;
- Whether DHHS should maintain service delivery in Silver Spring and other areas of the County, not just in Wheaton;
- Whether the cost of building space would be less than the cost of leasing space for appropriate County uses;

- Whether community expectations were given due weight; and
- The need for additional accessible and affordable meeting space for community groups.

In a follow up letter (©3-4) to the County Executive and DGS Director Dise, Councilmember Ervin emphasized that residents did not respond well to the idea of removing a floor as recently as November 2010, and believed that removing the floor "may be short-sighted and may not fully leverage County resources." Councilmember Ervin requested the following information:

- Data on meeting space in the immediate Silver Spring area and usage rates of those locations;
- County's ability to reduce lease space costs for another agency;
- Impact of pulling most of the DHHS presence out of Silver Spring over the long term;
- Other County uses at or within one-half mile of a Metro station; and
- Information on original promises made to the community during community outreach meetings on the final library design.

DGS Director Dise responded to Councilmember Ervin's request for information in the April 11 memorandum and attachments included at ©5-18.

ISSUES FOR CONSIDERATION

Availability of Meeting Room Space

In response to concerns about the availability of meeting room space raised by citizen groups to the Council, Director Dise stated that "there is abundant meeting room space in the Silver Spring area." He identified the Silver Spring Civic Building, Round House Theater sites, AFI Silver Theater, and local hotels and included a list at ©13 that shows 29 schools and libraries within 3 miles of the Silver Spring Civic Building.

Within a smaller radius around downtown Silver Spring, however, the options for meeting space, particularly at school and public facilities, shrink substantially. The map at ©21 shows the available public space at five schools within 1 mile of the planned Silver Spring Library. Those facilities along with the Silver Spring Civic Building present a limited amount of public space available for use. Moreover, there are no schools within ½ mile of the library in the downtown Silver Spring area.

The costs to rent space vary to some extent. The following table provides a rough comparison of rental rates for conference/meeting rooms near the downtown Silver Spring area for a nonprofit user; rates may vary, however, depending on the different circumstances of user groups.

Meeting Room Space Rates Near Silver Spring (1 mile) by Nonprofit User

Site	Room Capacity (seated)	Rate for Nonprofits	Public/Private
County Library small meeting room	25	\$15/hr	Public
MCPS classroom	30	\$6.5/hr M-F before 6 p.m. \$8/hr M-F after 6 p.m. \$15.5/hr* weekends/holidays	Public
Civic Building small conference room	30	\$25/hr M-Th & F before 5:00 p.m. \$35/hr [±] Friday after 5:00 p.m., weekends and holidays	Public
Round House Ed. Center	30	\$35/hr	Private
AFI Silver Theater conference room	32	\$320 flat, ≤ 4 hours before 5 p.m. \$250/hr	Private
Hilton Silver Spring conference room	30	\$500-\$1000/day	Private
Crowne Plaza Silver Spring	50	\$550-\$600/day (8 a.m. -5 p.m.)	Private
County Library large meeting room	75	\$20/hr	Public
Civic Building large activity room	90	\$40/hr M-Th & F before 5:00 p.m. 45/hr [±] Friday after 5:00 p.m., weekends and holidays	Public
Round House Ed. Center	130	\$200/hr	Private
MCPS Auditorium	250	\$10 M-F before 6 p.m. \$18 M-F after 6 p.m. \$30/hr* weekends/holidays	Public
Civic Building Great Hall	400	\$200/hr M-Th & F before 5:00 p.m. \$300/hr [±] Friday after 5:00 p.m., weekends and holidays	Public

The least expensive meeting room space is in local school classrooms during weekday hours. **Council staff notes that within the downtown area, however, County Library meeting rooms are about \$10/hour lower than other options, and this difference could be significant for small nonprofits or community groups who provide programming on an ongoing basis.** The Executive has proposed additional General Fund support of \$100,000 to support enhanced use of the Silver Spring Civic Building; however, information explaining how this funding will be used is not yet available.

Use of the Additional 6th Floor for Other County or Community Uses

In response to queries about using an additional library floor for other County or community uses, DGS Director Dise explained that no savings would have accrued by locating the minority health initiatives, the original targeted DHHS users, to the 6th floor. Although the County pays approximately \$75,300 annually in lease costs for the three initiatives, two of which are in leased space and one is in owned space, the two programs in leased space occupy only a small portion of total space being leased. Thus, the County would not be able to terminate those leases if the programs left.

* Additional fees are typically required weekend use, e.g. building service worker, clean up and set up, security, etc.

± Additional fees may apply depending on event needs, e.g., equipment, security, clean up, etc.

DGS provided a list of County programs in leased space along with the square footage being used and the FY12 budget for the space (©19-20). **The Council may be interested in exploring whether it would make sense to locate any of the following programs to downtown Silver Spring:**

Location/Occupant	Use	Foot	FY12 Appr.
1580 Crabbs Branch Way	Police Stress Reduction Unit	2,474	80,513
1901 Research Blvd.	DFRS Stress Management	706	26,875
800 South Frederick Avenue	Police Internal Affairs	3,352	75,416
17 B Firstfield	MCFRS Stress Management	1,005	27,897
1109 Spring St/ Suites 110 & 300	HHS Offices	4,366	93,310
11 N. Washington St., 4 th Floor	HHS	10,000	366,290
600 E. Jefferson Street	CUPF	7,247	208,333

If, for example, the public safety uses described in the table could be consolidated onto the 6th floor of the library building, then the annual lease savings would be approximately \$210,000. It would take approximately 17-18 years for the County to make up the \$3.6 to \$3.8 million cost to build the library floor.

Council staff also notes that the additional floor could house other uses besides County programs currently in leased space. For example, the space could be used for teen and senior programming; leased to nonprofit partners; incorporated into a satellite HHS office using new, customer-friendly, technology-supported methods of service delivery. The project will also be located next to senior housing recommended by the Executive, which could also create the potential for additional uses for the floor.

Impact of Pulling Most of DHHS Presence Out of Silver Spring

Councilmembers inquired about the need to maintain a DHHS presence in downtown Silver Spring. DGS Director Dize's memorandum explained that relocating services from the 8818 Georgia Avenue facility to Wheaton would allow the co-location of many logical and congruent services. He stated that over 55% of referrals and walk-ins at 8818 Georgia Avenue come from zip codes in the Wheaton catchment area. He suggested that other possible uses of the 8818 building could allow DHHS to have a continued presence in the building in addition to the DHHS presence at Dennis Avenue and the Tess Center in Long Branch.

Executive staff has identified at least one potential option for continued DHHS space in downtown Silver Spring. Council staff believes that it is important to maintain a DHHS service presence in the area for the significant percentage of residents served at 8818 Georgia Avenue for whom travel to Wheaton would not be practical. Council staff notes that discussions related to a new DHHS facility in Wheaton and the renovation of the 8818 Georgia Avenue potentially for recreation purposes are in preliminary stages, have the potential to change, and will not be realized for a number of years. Thus, **the Council should be cautious about counting on these preliminary ideas and foreclosing other options for locating accessible client services in**

downtown Silver Spring, particularly as DHHS is rethinking its use of technology and how to deliver and locate services in user-friendly ways.

Promises Made to the Community During Outreach Meeting

Councilmember Ervin expressed concern about how community input has been considered and how the community has been notified about decisions related to the project's scope. DGS Director Dise explained that the community was briefed on the building's design in November 2010 when meeting rooms were proposed to be on the second floor of the building; however, the projected cost for that design was over budgeted amounts. He also reported that efforts to reduce costs by incorporating the meeting rooms into the three floors of the Library was presented to Friends of the Library on July 11, 2011. The projected cost for this, however, was still over the budgeted construction amounts, and thus the decision to eliminate the additional floor was made.

Council staff recommendation:

Council staff highlights the following factors for the Council's consideration:

- There is potential for the additional floor to be used for County purposes and savings in lease costs.
- If construction moves as recommended by the Executive, it would foreclose the possibility of constructing space in a densely urban, transit-oriented location without community objection to height.
- The project will be located next to an Executive-recommended senior housing project, which provides additional potential uses for the floor.
- The Council has heard from citizen groups identifying the need for affordable meeting room space.

Because of these factors, Council staff recommends adding funding to restore the 6th floor to the Silver Spring Library understanding that the Council is dealing with a severely constrained CIP and that the Council may not judge it to be the highest priority at CIP reconciliation.

Silver Spring Library -- No. 710302

Category
Subcategory
Administering Agency
Planning Area

Culture and Recreation
Libraries
General Services
Silver Spring

Date Last Modified
Required Adequate Public Facility
Relocation Impact
Status

January 08, 2012
No
None.
Final Design Stage

EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY11	Est. FY12	Total 6 Years	FY13	FY14	FY15	FY16	FY17	FY18	Beyond 6 Years
Planning, Design, and Supervision	7,164	1,902	2,489	2,773	1,251	986	536	0	0	0	0
Land	16,012	16,006	6	0	0	0	0	0	0	0	0
Site Improvements and Utilities	3,206	1,233	323	1,650	867	268	515	0	0	0	0
Construction	38,737	254	0	38,483	12,941	15,560	9,982	0	0	0	0
Other	4,410	2	519	3,889	583	290	3,016	0	0	0	0
Total	69,529	19,397	3,337	46,795	15,642	17,104	14,049	0	0	0	0

FUNDING SCHEDULE (\$000)

Current Revenue: General	700	0	0	700	150	150	400	0	0	0	0
G.O. Bonds	54,000	5,215	2,690	46,095	15,492	16,954	13,649	0	0	0	0
PAYGO	13,354	13,354	0	0	0	0	0	0	0	0	0
Rental Income - General	59	59	0	0	0	0	0	0	0	0	0
State Aid	1,416	769	647	0	0	0	0	0	0	0	0
Total	69,529	19,397	3,337	46,795	15,642	17,104	14,049	0	0	0	0

OPERATING BUDGET IMPACT (\$000)

Maintenance				1,107	0	0	111	332	332	332
Energy				1,017	0	0	102	305	305	305
Program-Staff				5,135	0	0	728	1,469	1,469	1,469
Program-Other				19	0	0	10	3	3	3
Net Impact				7,278	0	0	951	2,109	2,109	2,109
WorkYears					0.0	0.0	24.8	24.8	24.8	24.8

DESCRIPTION

This project provides for the design and construction of a mixed use facility at Wayne Avenue and Fenton Street which includes a new modern 38,200 net square foot (up to 58,000 GSF) library, designed to better serve its demographically and ethnically diverse residents, and its growing business community; as well as 20,000 square feet of art gallery, classroom space and a coffee bar. The library will be built within the Central Business District and is centrally located for the entire community.

The project includes the relocation of a storm water line, a sewer line and other utilities, and reconstruction of part of Wayne Avenue and Fenton Street to allow for the construction of the Library and the future Purple Line transit system.

A floor for Health and Human Services office space previously included in the project has been eliminated due to cost (\$2.0 million).

ESTIMATED SCHEDULE

The project will be bid in two packages. The site and utility package was bid in summer 2010 and site work is underway. The building package is currently in design development and will be bid in summer 2012, to be followed by building construction which is estimated to last 24 months.

COST CHANGE

Increase due to cost increases based on approved bid after value engineering, inflation, and based on approved bid. Value engineering resulted in \$1.6 million in reduced construction costs. The Health and Human Services (HHS) office space has been removed, reducing cost by \$2.0 million. Cost for the new library collection (\$700,000) has been added.

JUSTIFICATION

The existing Silver Spring Community Library is the oldest community library in the Montgomery County Library System. It is the second smallest community library and has the smallest collection of non-periodical materials of any community library. Silver Spring is growing in terms of the size and diversity of its residential population, and is experiencing significant expansion of its business community, all of which place greater demands on library services.

OTHER

A Program of Requirements was prepared in March 2005 and revised in April 2010 at the request of the community. The site has been selected and the land acquisition is complete. The Mobile Services Unit was moved to the Davis Library in February 2008.

The current cost estimate is based on a design developed during the early design phase. Refinement of the design has reduced the gross square footage from 65,000 GSF to approximately 58,000 GSF without materially affecting the 38,200 net square foot area that is documented in the POR.

APPROPRIATION AND EXPENDITURE DATA

Date First Appropriation	FY03	(\$000)
First Cost Estimate	FY13	69,529
Current Scope		
Last FY's Cost Estimate		63,747
Appropriation Request	FY13	9,329
Appropriation Request Est.	FY14	150
Supplemental Appropriation Request		0
Transfer		0
Cumulative Appropriation		59,650
Expenditures / Encumbrances		22,133
Unencumbered Balance		37,517
Partial Closeout Thru	FY10	0
New Partial Closeout	FY11	0
Total Partial Closeout		0

COORDINATION

M-NCPPC
Department of General Services
Department of Technology Services
Department of Permitting Services
Department of Public Libraries
Pyramid Atlantic Arts Center
Silver Spring Regional Services Center
Facility Planning: MCG
WSSC
PEPCO
Verizon
Comcast

Special Capital Projects Legislation [Bill No. 24-06] was adopted by Council June 13, 2006.



Silver Spring Library -- No. 710302 (continued)

Other cost includes \$700,000 for the collection.

Based on Council action, it was determined that a pedestrian bridge over Wayne Avenue would not be included.

The library site was selected as the location of the first Purple Line Transit stop east of the Silver Spring Transit Center for the light rail option, which was selected as the locally preferred alternative. As such, the site and the building are being designed and constructed to allow for the construction and operation of the Purple Line once the library is constructed and open for operation.

OTHER DISCLOSURES

- A pedestrian impact analysis has been completed for this project.
- The Executive asserts that this project conforms to the requirements of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.



MONTGOMERY COUNTY COUNCIL
ROCKVILLE, MARYLAND

VALERIE ERVIN
COUNCILMEMBER
DISTRICT 5

Memorandum

Date: March 26, 2012

To: Isiah Leggett, County Executive
David Dise, Director, Department of General Services

From: Valerie Ervin, Councilmember  District 5

Re: Silver Spring Library (CIP No. 710302)

With the ongoing discussions regarding the Silver Spring Library in the County Executive's Recommended FY13-18 Capital Improvements Program (CIP), I am requesting additional information on the Silver Spring Library.

For over four years, my office has attended Executive Branch community meetings on the Silver Spring Library. The series of meetings held by Executive staff has yielded a larger and more complete program of requirements that reflects Silver Spring's growth and the need for additional activity space for youth and the arts. I want to congratulate Executive staff on their process and progress to date.

As you know, the new Silver Spring Library will continue to serve a diverse and dense-populated area of the County. It will be centrally located in the Silver Spring Central Business District and designed to accommodate the proposed Purple Line route. Considering the County's desire to create a transit-oriented community, and the heavy pedestrian presence that already exists in Silver Spring, it is important that the County Council carefully consider its options when making decisions about the design of this future landmark.

As the District 5 representative, I was disappointed to learn that the County Executive has recommended removing an entire floor from the building. I believe this may be short-sighted and may not fully leverage County resources. Substantial money has been spent to acquire this site and given its location and the existing zoning, it is an ideal location to move other County offices from leased space, including but not limited to, the Department of Health and Human Services (HHS).

As recently as November 2010, the Silver Spring community was briefed on the design of the library, which included the floor for meeting space and/or County offices. With a need for both additional community meeting space in Silver Spring and the complex social service needs of the area, the consideration floated to remove this floor was not well received by the residents.

Within the next few weeks, the Council will be making budgetary decisions on the CIP that will impact the future of the Silver Spring Library. To make these decisions, I am requesting the following information:

- Data on meeting space in the immediate Silver Spring area and usage rates of those locations;
- County's ability to reduce lease space costs for another agency (i.e., how could the additional \$3.6 million spent today reduce lease costs over a ten-year period);
- Impact of pulling most of HHS presence out of Silver Spring over the long term;
- Other County uses at or within one-half mile of a Metro station; and
- Information on original promises made to the community during the community outreach meetings on the final library design.

This project is critically important to the future of Fenton Village and to the continued success of Silver Spring.

Please feel free to contact my office with any questions regarding this request at 240-777-7960. Thank you very much for your time and consideration.

c: Councilmembers
Parker Hamilton, Director, Montgomery County Public Libraries
Vivian Yao, Montgomery County Council Staff



DEPARTMENT OF GENERAL SERVICES

Isiah Leggett
County Executive

David E. Dise
Director

MEMORANDUM

April 11, 2012

TO: Valerie Ervin, Councilmember – District 5

FROM: David E. Dise, Director ²
Department of General Services

SUBJECT: Silver Spring Library (CIP No. 710302)

On behalf of County Executive Leggett I am sending this memorandum in reply to your March 26, 2012 memorandum to the Executive requesting additional information on the Silver Spring Library.

While we agree with your assessment that this site is an ideal location to fully leverage County resources, the route of the Purple Line across the site has helped to make this a difficult and expensive site to develop. There are problems with the limited size of the site at the ground floor that causes the building to be taller than would otherwise be required, which at more than 5 floors, sets in motion additional requirements for a “high-rise” construction. And there are increased costs of bridging over the tracks and creating a design which allows flexibility as the Purple Line continues to refine and revise their track layouts. We note this as one of the causes for the high cost of the project generally.

Community Outreach

As you note, the Community was briefed on the design in November 2010, at which time the meeting rooms were on the second floor along with other spaces to fill out the floor. The public reacted positively to the design. Previously at the Schematic Design stage, the design located the meeting rooms on the 7th floor. However because of code requirements, an assembly space with a population of this size needed an additional means of egress, resulting in an additional exit stair from 7th floor to the ground floor, adding area and thereby cost. One way to reduce that added area was to relocate the meeting rooms to the second floor where the additional stair needed to go only one floor. This design was carried through 50% Design Development (DD) when it was priced. The resulting cost was still significantly over the budgeted construction amount. In addition the meeting rooms located on a floor separate from the main library would need additional staff to monitor the use and safety of the meeting rooms.

Office of the Director

101 Monroe Street, 9th Floor • Rockville, Maryland 20850

www.montgomerycountymd.gov/dgs

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The design team looked at how to reduce cost – and the way to significantly reduce the cost was to reduce the size of the building. The design team looked at how to make the design more efficient by incorporating the meeting rooms into the three floors of the Library; this helps to reduce the overall size of the building and will allow existing staff to monitor the use of the rooms. As an added benefit it allows the rooms to be used for informal reading when they are not in use for meetings.

This revised design, meeting rooms incorporated into the floors of the library, was developed and was presented to the public (via the Friends of the Library on July 11, 2011 and the DGS website). The revised design was well received and the design was progressed to 100% DD in October 2011 at which time it was re-estimated with and without the HHS floor. Though the costs went down it was still over the budgeted construction amount.

As the 2013 CIP was being prepared the challenge was to control the amount of CIP funds being requested. Though additional funds were requested in the SSL CIP (\$5,782,000), it was limited to the funds required for a smaller leaner building in keeping with the CE's goal of reducing the CIP budget generally.

While we would like to be able to develop the larger all inclusive project the decisions to reduce the meeting size and relocate HHS elsewhere were not made lightly.

Amount of meeting space

In relation to the meeting space, there is abundant meeting room space in the Silver Spring area. The original POR for the Library was drafted before the Civic Building was in construction and the completion of the Civic Building has significantly increased the availability of meeting space in the area. In addition the Round House Theater Education Center on Wayne Ave and the Round House Theater Black Box on Colesville Rd as well as the AFI Silver Theater offer meeting and conference space. The local hotels, the Courtyard Marriot, the Crowne Plaza and the Hilton also offer considerable amount of meeting space, albeit at a more market based price. See attachment 1 and 2.

Costs for the facilities are dependent on the size of the room and the type of rental group, but for community groups of about 30 to 60 people the costs range from \$25/hr for the small meeting rooms at the Civic Building, to \$35/hr for the rooms at The Roundhouse Theater Education Center. For larger groups of 60 to 100 people the costs go from \$45/hr to \$100/hr at the Civic Building.

The rooms at the new Library will be rented by CUPF and will be charged at a similar rate to the Civic Building.

HHS Leased space

In relation to the impact of relocating HHS spaces, we first looked at the costs we would incur by not relocating the HHS uses and found them to be relatively small.

There are three programs there were proposed to move into the new SSL 6th floor:

- a. Latino Health Initiative (LHI), 8630 Fenton Street, 10th Fl., Silver Spring (**Rented space**)
- b. African American Health Program (AAHP), 14015 New Hampshire Ave, Colesville (**Owned space**)
- c. Asian American Health Initiative (AAHI), 1335 Piccard Drive, Rockville (**Rented space**)

The referenced programs have the following **net** square footage at their existing locations

- a. LHI, 8630 Fenton St. - 1,020 SF (leased)
- b. AAHP, 14015 N.H. Ave. - 1,210 SF (owned)
- c. AAHI, 1335 Piccard Dr. - 1,150 SF (leased)

Because these programs are in shared spaces (with common spaces shared with other programs), it may be best to think of the programs in terms of present **gross** square footage (using a grossing factor of 1.4):

- a. LHI, 8630 Fenton St. - 1,428 SF (leased)
We currently pay \$26.24/sf for Fenton Street
- b. AAHP, 14015 N.H. Ave. - 1,694 SF (owned)
- c. AAHI, 1335 Piccard Dr. - 1,610 SF (leased)
We currently pay \$23.50/sf for 1335 Piccard

The theoretical lease cost savings of moving these would be:

- a. LHI, 8630 Fenton St. - 1,428 SF x \$26.24/SF = \$37,471 / Yr.
- b. AAHP, 14015 N.H. Ave. - 1,694 SF x \$ 0.00/SF = \$0 / Yr.
- c. AAHI, 1335 Piccard Dr. - 1,610 SF x \$23.50/SF = \$37,835/ Yr.

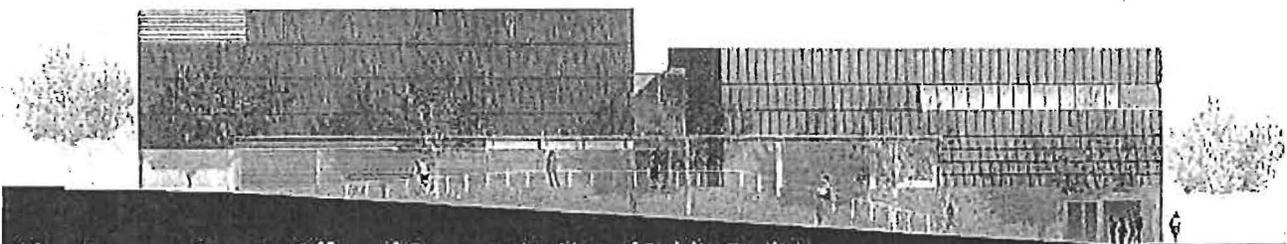
Over a period of 10 years we would be paying approximately \$754,000 in leasing costs at the current rate. However since LHI and AAHI only occupy a small part of their leased space, we won't be able to terminate the lease when they leave, **so there will be no direct immediate lease savings.**

Impact of relocating HHS

The impact of pulling HHS program out of Silver Spring in the long term has been discussed and addressed by DGS and HHS. The HHS uses that were to be located in the Library can be accommodated elsewhere. The possibility of relocating the HHS offices from 8818 Georgia Avenue to a new consolidated HHS building to be located in Wheaton is seen by HHS as a great opportunity - a place where HHS can co-locate many logical and congruent services. (Presently over 55% of the referrals and walk-ins at 8818 Georgia Ave comes from zip codes in the Wheaton catchment area.) If this were to occur, there are other possible uses for the 8818 building which could allow HHS to have a continued presence at 8818 in addition to their continued presence at the Dennis Avenue Health Center and the TESS Center in Long Branch.

Other County facilities near Metro

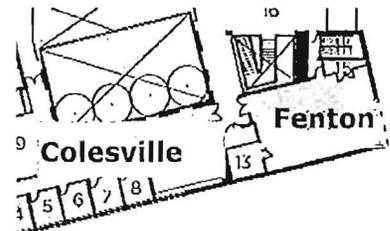
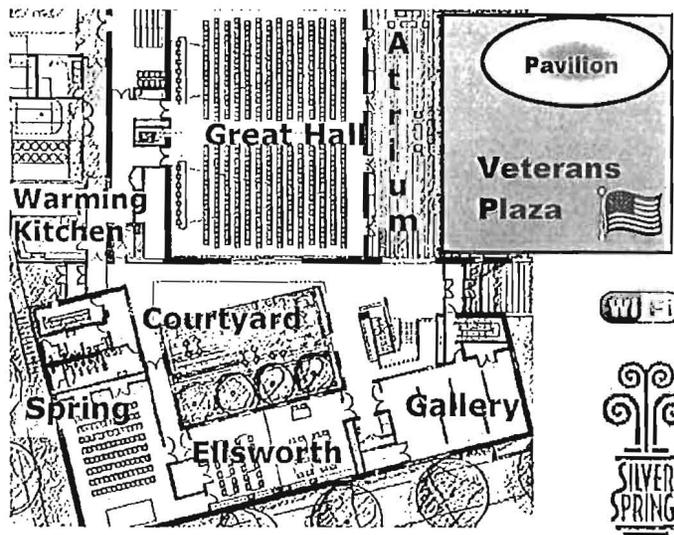
We have prepared a list and a map of the other County owned buildings within one-half mile of a Metro Station. See attachment 2 and 3.



Montgomery County Office of Community Use of Public Facilities
 Silver Spring Regional Service Center
Silver Spring Civic Building at Veterans Plaza
 One Veterans Place, Silver Spring, MD 20910

Rooms available for public use	Dimensions	Capacity* /Features
Great Hall (can be divided)	64' x 79' x 27'(ceiling ht.) (5,046 sq ft)	Reception: 725 Theatre: 590 (480 with riser) Banquet: 320 Conference: 320-400
Atrium	23' x 79' (1,817 sq ft)	Reception: 100
Ellsworth Room (can be divided)	50' x 27' (1,350 sq ft)	Reception: 120 - Conference: 80
Spring Room	31' x 46' (1,426 sq ft)	Reception: 120 - Conference: 69
Warming Kitchen	21'x14' (249 sq ft)	Warming oven, ice machine, refrigerator
Colesville Room	24' x 27' (648 sq ft)	Conference style: 32
Fenton Room	43' x 27' (1,161 sq ft)	Reception: 106 - Conference: 80
Courtyard (via indoor access)	50' x 20' (1,000 sq ft)- excludes landscaped area	Reception: 45
Veterans Plaza	190' x 80' sq ft (includes pavilion area)(limited availability)	

*Capacity based on preliminary Fire Marshall estimates and subject to change



- Amenities**
- ✓ Large ballroom configurable to multiple uses
 - ✓ Close to public transportation & parking
 - ✓ Use your own caterer
 - ✓ WiFi and data ports throughout
 - ✓ Dual projection systems in Great Hall
 - ✓ Wood flooring throughout
 - ✓ Veterans Memorial and open plaza

To get an application go to:
www.montgomerycountymd.gov/cupf/info/sscb.asp, or
 visit the Civic Building or CUPF's Rockville Office



Community Use of Public Facilities, 600 Jefferson Plaza, Suite 300, Rockville, Maryland 20852
www.montgomerycountymd.gov/cupf





**Interagency Coordinating Board for Community Use of Public Facilities
Montgomery County
Silver Spring Civic Building at Veterans Plaza**



Quick Facts

Community use ends:
Sun – Thurs: 12:00 midnight
Fri – Sat: 1:00 am
New Equipment & Holiday Rates effective 1/1/12

County Rates Effective 4/1/12

**Commercial &
Out-of-County*
HOURLY
Effective 4/1/12**

Room	Capacity	Personal & Small Enterprise HOURLY		Community Service HOURLY		All Times
		M-Th am/pm Fri until 5pm	Fri after 5pm Sat/Sun/ Holiday	M-Th am/pm Fri until 5pm	Fri after 5pm Sat/Sun/ Holiday	
Great Hall – Full 64x79 (5,046 sq ft) Ceiling Ht: 27 ft.	Reception 725 Theatre Seating 590 (480/w riser)	\$250	\$400	\$200	\$300	\$450
Great Hall – Half	Banquet style 320 Conference style 320-400	\$125	\$200	\$100	\$150	\$225
Atrium (Lobby) 23x79 (1,817 sq ft)	Reception 100 Limited use Fri-Sun nights	\$40	\$45	\$35	\$40	\$60
Large Activity Rooms Ellsworth 50x27(1,350 sq ft) Spring 31x46 (1,426 sq ft) Fenton 43x27 (1,161 sq ft)	Ranges: Standing 100-120 Conference style 60-90	\$45	\$50	\$40	\$45	\$75
Small Conference Rooms Ellsworth divided, Colesville 24x27 (648 sq ft)	Ranges: Standing 32-60 Conference style 20-30	\$30	\$35	\$25	\$30	\$45
Warming Kitchen (No cooking on premises) 21x14 (249 sq ft)	Warming ovens, microwaves, icemaker, refrigerators, ample counter space, close to drive- up loading dock	\$25	\$35	\$20	\$30	\$40
Courtyard 50x20 (1,000 sq ft) Indoor access only	Reception 30-45 Up to 30 wooden chairs and tables. Lighted	\$30	\$40	\$25	\$35	\$45
Skate House main open area & office- 853 sq ft	Off-season (April-Sept) only Restroom	\$45	\$55	\$40	\$50	\$75
Rooms as additional units (excludes Great Hall, Skate House)		\$25	\$35	\$20	\$30	\$40
Veterans Plaza - Full (220 x 130 ft)		\$150	\$225	\$125	\$175	\$255
Veterans Plaza - Lighted Pavilion Half (104 x56 ft)		\$100	\$150	\$90	\$120	\$175
Veterans Plaza - Non-Pavillon Half		\$75	\$100	\$60	\$75	\$125

Meeting rooms/regular use: Hourly rates include staff coverage when no additional set/breakdown is needed/no alcohol service
Great Hall: Hourly rates include event supervisor, building services worker and security coverage.
 Add one hour before and after event for set-up and clean-up costs for special events and Great Hall use.
Note: 4-hour minimum applies to special event use or when additional staff is required.
Holiday Bookings: An additional \$25 per hour per room surcharge will apply on County holidays.
Off Season Discount: 20% for Great Hall use Monday through Friday before 5pm July 1 though August 31.

WHEN ADDITIONAL STAFF IS REQUIRED	Per Hour	EQUIPMENT (INCLUDES SET-UP)	PER USE
Security Officer	\$35	Portable projection system	\$35
Building Services Worker	\$25	*GH Sound/projection system	\$100 per unit
Event Supervisor	\$40	Riser (low stage)	\$250 (add \$50/hr over 4 hours)
Administrative Fee	\$48	Other Equipment	Varies - Inquire
<i>(Additional staff may be required for large/extensive special events or involve alcohol service.)</i>			
<i>*If the services of an audio-visual technician is required, fees will be based on actual cost of service.</i>			
SPECIAL EVENTS – are events /activities requiring advance planning, custom room set-up and assignment of support staff.			
Security deposit	Great Hall \$500 (refundable), additional charges apply for extended use. Other Rooms: \$100 (refundable)		
Special Event Confirmation Fee	\$250 per application (applied to facility cost if event occurs as scheduled. Non-refundable if event is cancelled.)		
Incident Weather	No refund unless Community Use at Civic Building is cancelled		
Cancellation Fee	See policy		
GH Event Set-up/Clean-up Fee	Minimum 2 hours of regular facility rate, varies with needs		
TERMS			
Full payment for use of conference and activity rooms is required at the time of application. For Special Events, \$250 with application, remaining 50% down payment (includes non-refundable confirmation fee and security deposit) will be required upon final confirmation. Balance due 90 days prior to event. VISA and MasterCard accepted.			



For area information:

- Conference & Visitor Bureau at 240-777-2060 or www.visitmontgomery.com
- www.silverspringdowntown.com

E-NEWSLETTER SIGN-UP

Facility Use

Each of our facilities

- is a state-of-the-art performance or rehearsal space
- are in convenient locations – a few blocks from the metro with ample garage parking
- has courteous staff prepared to make your performance or meeting run smoothly

For more information, to tour the facilities, or to check availability contact Production & Rental Coordinator, Andrea Locke, at rentals@roundhousetheatre.org.

RHT Facilities

Round House Theatre Bethesda, 4545 East-West Highway, Bethesda, MD is a 365-400 seat theatre space with balcony. A small rehearsal room may be used for meetings of up to 25, or as a way to expand the use of the lobby. Due to the runs of RHT performances, as well as load-ins and techs, the theatre's availability is very limited. Off-night rentals may be scheduled on the set of the show running at that time.

Round House Theatre Silver Spring, 8641 Colesville Road, Silver Spring, MD (next to AFI) is a 50x60 foot Black Box Theatre which seats 130. The current audience configuration is a proscenium with audience seating on one side. Events requiring the space to be reconfigured will result in significant additional charges.

Round House Theatre Education Center, 925 Wayne Avenue, Silver Spring, MD has 5 classrooms including a dance studio with a sprung floor and a mirrored wall. Classrooms are suitable for meetings of up to 30, with tables and chairs available.

Hourly Facility Maintenance Fee

	Commercial	Not-For-Profit/Arts
Bethesda theatre	\$350	\$250
→ Silver Spring Black Box	\$250	\$200
Bethesda Lobby only	\$150	\$125
Bethesda Rehearsal Room only	\$100	\$50
→ RHT Education Center classroom	\$50	\$35

Facility Maintenance Fees

Round House seeks to maximize the use of the County facilities in Silver Spring – making them available and accessible to a diverse range of performance organizations. All groups pay a Facility Maintenance Fee to Round House to help defray the costs of staffing, equipment, technical support and maintenance provided by Round House for all groups. Accumulated maintenance fees cover only a portion RHT's total expenses for maintaining the spaces.

Use of spaces in Round House Silver Spring by non-arts organizations must be approved by Montgomery County after preference has been given to arts groups. All non-arts groups will pay the commercial rate for Facility Maintenance.

Round House Theatre
Bethesda
4545 East-West Highway
Bethesda, MD 20814
Box Office: 240 644.1100

Round House Theatre
Silver Spring
8641 Colesville Road
Silver Spring, MD 20910

Round House Theatre
Education Center
925 Wayne Avenue
Silver Spring, MD 20910

Round House Theatre
Administrative Office
Silver Spring Civic Building
One Veteran's Place
Silver Spring, MD 20910



Residence Inn by Marriott,
Downtown Bethesda, is

BUY TICKETS

Box Office: (240) 644-1100

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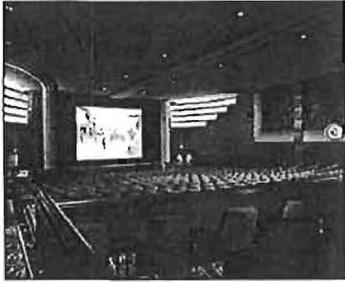


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THEATERS



Silver I

The jewel of downtown Silver Spring, the 400-seat art deco historic theatre boasts THX certification, 16mm, 35mm & 70mm projection, digital projection and unrivaled comfort.

- [Virtual Tour](#)
- [Floor Plan](#)
- [Seating & Technical Capabilities](#)



Silver II

The ultimate in stadium seating, this 200-seat screening room with 16mm & 35mm film projection, multi-format digital projection and splendid screen will delight movie-lovers. Unique features include a 40-foot stage perfect for presentations or performance, and an adjacent lobby for private receptions.

- [Virtual Tour](#)
- [Floor Plan](#)
- [Seating & Technical Capabilities](#)



Silver III

Screen a film like a Hollywood insider in your very own 75-seat stadium seating theater, with 16mm, 35mm and multi-format digital projection and a 30-foot screen. Perfect for company board meetings with on-screen computer presentations.

- [Virtual Tour](#)
- [Floor Plan](#)
- [Seating & Technical Capabilities](#)



Media and Conference Room

Multimedia conference room by day, dinner and reception space by night, the Media and Conference Room is a comfortable, private space with access to a prep kitchen and stunning views of downtown Silver Spring.

- [Virtual Tour](#)

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about films membership rentals education festivals café shop

Search

Seating and Technical Capabilities Media and Conference Room

Dimensions:

- Room size: 36' x 24' = 864 sq. (504 usable sq. ft.)

Seating Capacity:

- 24 - Board Room
- 32 - Class Room
- 60 - Theater Style
- 100 - Reception

Digital Projection Capabilities:

- DVD
- Blu-ray
- BetaCam
- Digibeta
- DVCam
- HDCam
- MiniDV
- MPegIMX
- VHS (NTSC & PAL)

Audio Capabilities:

- Multi-Disc CD Player
- iPod

Technological Features:

- 2 - 50" wall mounted plasma TV's
- 94" x 72" drop down screen
- Ceiling and wall mounted speakers
- Laptop connectivity from podium or desktop
- Internet access & Wi-Fi available
- I/O panels

Other Features:

- Wheelchair accessible
- Motorized blackout shades
- Adjacent foyer space available



BUY TICKETS

MON TUE WED THU FRI SAT SUN

April 09, 2012

SALMON FISHING IN THE YEMEN
12:00, 2:20, 4:40, 7:00, 9:20

THE IRON LADY 1:20

PINA (2D) 5:30

THE ARTIST 3:25, 7:45

CASA DE MI PADRE 9:45

EASTER PARADE 4:45

A TALE OF TWO CITIES (1958)
7:00

THE BRIDE WORE BLACK 9:20

Like

Tweet 0

VIEW CALENDAR

DOWNLOAD PROGRAM GUIDE

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PURCHASE GIFT CERTIFICATES

NEWSLETTER SIGN UP

12

Facility Type	Within # miles of SSCB	Facility Name
School	2	Woodlin ES
School	2	Rock Creek Forest ES
School	2	Rosemary Hills ES
School	2	Sligo Creek ES
School	2	East Silver Spring ES
School	2	Takoma Park ES
School	2	Piney Branch ES
School	2	Rolling Terrace ES
School	2	New Hampshire Estates ES
School	2	Highland View ES
School	2	Oakview ES
School	2	Montgomery Knolls ES
School	3	Oakland Terrace ES
School	3	DCC 29 ES (McKinney Hills site)-Name pending/open 9/2012
School	3	Glen Haven ES
School	3	Forest Knolls ES
School	3	Pine Crest ES
School	3	Cresthaven ES
School	3	Rosco Nix ES
School	3	Broad Acres ES
School	2	Silver Spring International MS
School	2	Takoma Park MS
School	2	Eastern MS
School	3	Sligo MS
School	2	Montgomery Blair HS
School	3	Northwood HS
Library	2	Silver Spring Community Library
Library	2	Long Branch Community Library
Library	3	Chevy Chase Library

County Properties Within One Half Mile of Metro Stations

OBJECTID	CATEGORY	NAME	ADDRESS	CITY	ZIPCODE
41	CULTURAL FACILITIES	Silver Theatre and Cultural Center	8633 Colesville Rd	Silver Spring	20910
218	FIRE STATION	Station 1 - Silver Spring	8110 Georgia Ave	Silver Spring	20910
192	FIRE STATION	Station 3 - Rockville	380 Hungerford Dr	Rockville	20850
196	FIRE STATION	Station 18 - Kensington	12251 Georgia Ave	Wheaton	20902
202	FIRE STATION	Station 19 - Silver Spring	1945 Seminary Rd	Silver Spring	20910
195	FIRE STATION	Station 23 - Rockville	121 Rollins Ave	Rockville	20852
197	FIRE STATION	Station R2 - Wheaton Rescue	11435 Grandview Ave	Wheaton	20902
280	HHS FACILITY	Addiction & Co-Occurring Disorders Svcs	255 Rockville Pik	Rockville	20850
275	HHS FACILITY	Adult Protective Services	5630 Fishers La	Rockville	20852
268	HHS FACILITY	Bethesda House Mens Shelter	4848 Cordell Ave	Bethesda	20814
281	HHS FACILITY	Community Action Agency	2424 Reedie Dr	Wheaton	20902
276	HHS FACILITY	Conservation Corps	12210 Georgia Ave	Silver Spring	20902
255	HHS FACILITY	HHS Administrative Offices	401 Hungerford Dr	Rockville	20850
282	HHS FACILITY	N Washington Street	11 N Washington St	Rockville	20850
256	HHS FACILITY	Progress Place and Community Action	8210 Colonial La	Silver Spring	20910
284	HHS FACILITY	Rollins Ave Clinic	981 Rollins Ave	Rockville	20852
265	HHS FACILITY	Silver Spring Center	8818 Georgia Ave	Silver Spring	20910
261	HHS FACILITY	Silver Spring Health Center	8630 Fenton St	Silver Spring	20910
334	LIBRARY	Bethesda	7400 Arlington Rd	Bethesda	20814
346	LIBRARY	Rockville Memorial	21 Maryland Ave	Rockville	20850
348	LIBRARY	Silver Spring	900 Wayne Ave	Silver Spring	20910
352	LIQUOR STORE	Chevy Chase	11 Wisconsin Cir	Bethesda	20815
372	LIQUOR STORE	Hampden Lane	4920 Hampden La	Bethesda	20814
360	LIQUOR STORE	Montrose Crossing	12015 Rockville Pik	Rockville	20852
365	LIQUOR STORE	Silver Spring	8715 Colesville Rd	Silver Spring	20910
368	LIQUOR STORE	Wheaton	11407 Georgia Ave	Silver Spring	20902
410	MC GOVERNMENT	Board of Investment Trustees	11 N Washington St	Rockville	20850
413	MC GOVERNMENT	Community Use of Public Facilities	600 Jefferson Plz	Rockville	20850
432	MC GOVERNMENT	Commuter Services	8401 Colesville Rd	Silver Spring	20910
386	MC GOVERNMENT	Corrections Pre-Release Center	11651 Nebel St	Rockville	20850
416	MC GOVERNMENT	Council Office Building	100 Maryland Ave	Rockville	20850
450	MC GOVERNMENT	Dedrick Annex	1400 Spring St	Silver Spring	20910
414	MC GOVERNMENT	Department of Economic Development	111 Rockville Pik	Rockville	20850
466	MC GOVERNMENT	Department of Family and Community Partnerships	451 Hungerford Dr	Rockville	20850
467	MC GOVERNMENT	Department of Materials Management	580 N Stonestreet Ave	Rockville	20850

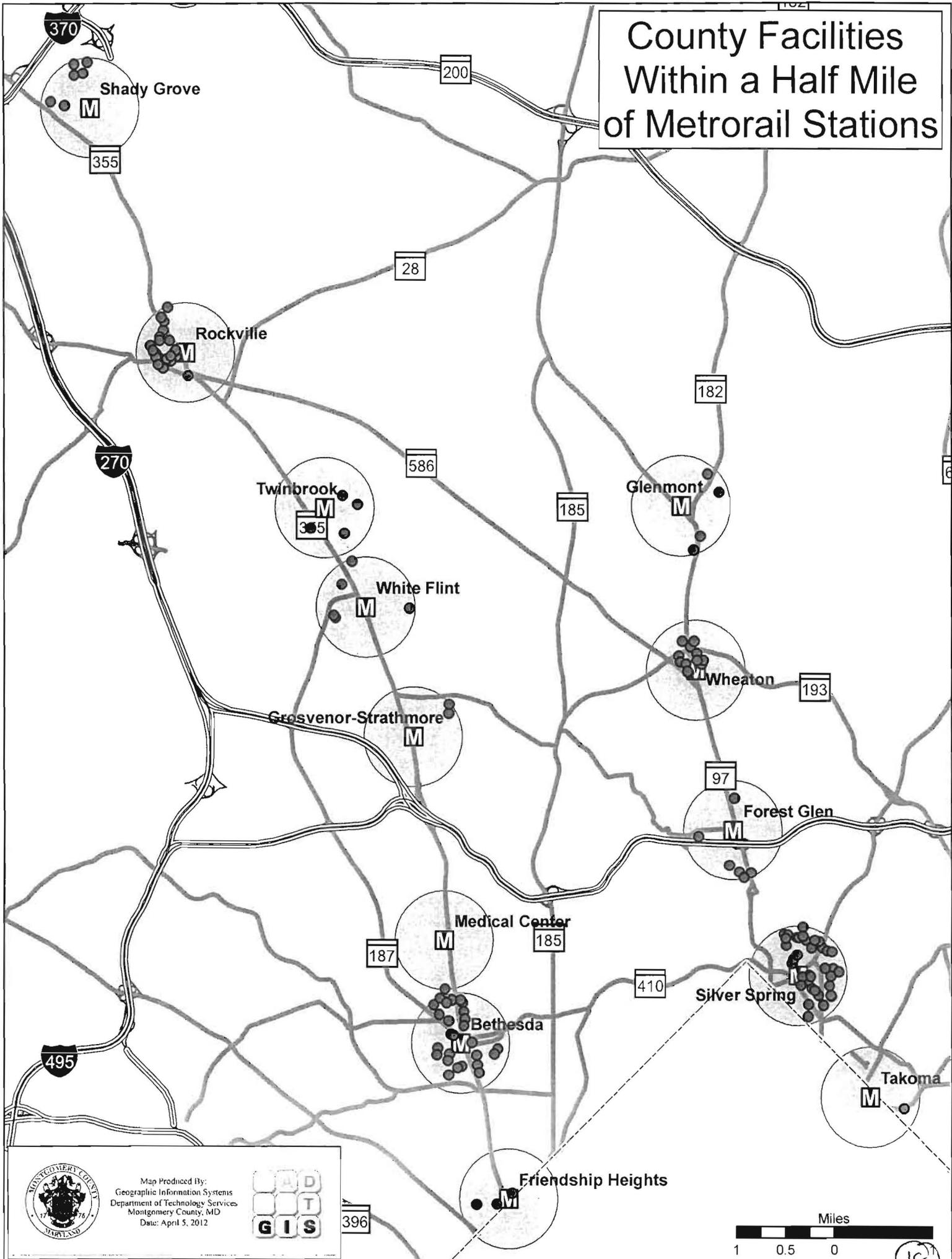
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408 MC GOVERNMENT	District Court of MD - Rockville	27 Courthouse Sq	Rockville	20850
440 MC GOVERNMENT	District Court of MD - Silver Spring	8552 Second Ave	Silver Spring	20910
409 MC GOVERNMENT	Executive Office Building	101 Monroe St	Rockville	20850
391 MC GOVERNMENT	Fleet Management Division	16630 Crabbs Branch Way	Rockville	20855
392 MC GOVERNMENT	Gaithersburg Depot	16640 Crabbs Branch Way	Rockville	20855
412 MC GOVERNMENT	Judicial Center	50 Maryland Ave	Rockville	20850
396 MC GOVERNMENT	MCE Federal Credit Union	20 Courthouse Sq	Rockville	20850
385 MC GOVERNMENT	MCG	51 Monroe St	Rockville	20850
399 MC GOVERNMENT	MCG	110 N Washington St	Rockville	20850
448 MC GOVERNMENT	MCG	21 Maryland Ave	Rockville	20850
449 MC GOVERNMENT	MCG	99 Maryland Ave	Rockville	20850
455 MC GOVERNMENT	MCPS Food Services	16644 Crabbs Branch Way	Rockville	20855
454 MC GOVERNMENT	MCPS Shady Grove Maintenance Depot	16651 Crabbs Branch Way	Rockville	20855
429 MC GOVERNMENT	Office of the Public Defender	199 E Montgomery Ave	Rockville	20850
421 MC GOVERNMENT	Park and Planning Commission	8787 Georgia Ave	Silver Spring	20910
431 MC GOVERNMENT	Parking Meter Maintenance	8110 Fenton St	Silver Spring	20910
418 MC GOVERNMENT	Pre-Trial Services	12500 Ardennes Ave	Rockville	20852
438 MC GOVERNMENT	Recycling Center	16105 Frederick Rd	Derwood	20855
406 MC GOVERNMENT	Red Brick Courthouse	29 Courthouse Sq	Rockville	20850
415 MC GOVERNMENT	Rockville Center	255 Rockville Pik	Rockville	20850
390 MC GOVERNMENT	Solid Waste Transfer Station	16101 Frederick Rd	Derwood	20855
460 MC GOVERNMENT	TRiPS Store	8413 Ramsey Ave	Silver Spring	20910
523 PARK AND RIDE LOTS	Montrose/355 (Mid-Pike Plaza) Park & Ride	11806 Rockville Pike	Rockville	20852
744 PARK FACILITIES	Acorn Urban Park	8060 Newell St	Silver Spring	20910
1041 PARK FACILITIES	Brookdale Neighborhood Park	4613 Dalton Rd	Chevy Chase	20815
919 PARK FACILITIES	Capital Crescent Trail Northern Extent	7001 Arlington Rd	Bethesda	20814
756 PARK FACILITIES	Caroline-Freeland Urban Park	7200 Arlington Rd	Bethesda	20814
743 PARK FACILITIES	Chase Avenue Urban Park	4701 Chase Ave	Bethesda	20814
746 PARK FACILITIES	Cheltenham Drive Urban Park	4723 Chentham Dr	Bethesda	20814
1034 PARK FACILITIES	Elm Street Urban Park	4600 Elm St	Bethesda	20815
729 PARK FACILITIES	Fairview Road Urban Park	8900 Fairview Rd	Silver Spring	20910
1006 PARK FACILITIES	Forest Glen Neighborhood Park	2323 Coleridge Dr	Silver Spring	20910
899 PARK FACILITIES	Garrett Park Estates Local Park	4812 Oxford St	Garrett Park	20896
1183 PARK FACILITIES	Garrett Park Estates Local Park	4812 Oxford St	Garrett Park	20896
1002 PARK FACILITIES	General Getty Neighborhood Park	10000 Woodland Ave	Wheaton	20902
642 PARK FACILITIES	Glenfield Local Park	12800 Layhill Rd	Wheaton	20906
1160 PARK FACILITIES	Kramer Urban Park	8580 2nd Ave	Silver Spring	20910
1031 PARK FACILITIES	Leland Neighborhood Park	4300 Elm St	Chevy Chase	20815

739 PARK FACILITIES	Metro Urban Park	1171 Bonifant St	Silver Spring	20910
1010 PARK FACILITIES	Montgomery Hills Neighborhood Park	2103 Seminary Rd	Silver Spring	20910
745 PARK FACILITIES	Philadelphia Avenue Urban Park	740 Philadelphia Ave	Silver Spring	20910
816 PARK FACILITIES	Royce Hanson Urban Park	8787 Georgia Ave	Silver Spring	20910
840 PARK FACILITIES	Saddlebrook Local Park	12751 Layhill Rd	Wheaton	20906
1037 PARK FACILITIES	Takoma Urban Park	7035 Carroll Ave	Takoma Park	20912
984 PARK FACILITIES	Wall Local Park	5900 Executive Blv	Rockville	20852
990 PARK FACILITIES	Wheaton Veterans Park	11200 Amherst Ave	Wheaton	20902
1179 PARK FACILITIES	Woodside Urban Park - 1st Ave	8800 Georgia Ave	Silver Spring	20910
731 PARK FACILITIES	Woodside Urban Park - GA Ave	8800 Georgia Ave	Silver Spring	20910
1210 PARKING GARAGES AND LOTS	Garage 11 (Woodmont Corner)	7730 Woodmont Ave	Bethesda	20814
1229 PARKING GARAGES AND LOTS	Garage 2 (Spring - Cameron)	8700 Cameron St	Silver Spring	20910
1228 PARKING GARAGES AND LOTS	Garage 21 (Spring-Colesville)	1000 Spring St	Silver Spring	20910
1208 PARKING GARAGES AND LOTS	Garage 35 (Woodmont-Rugby)	8216 Woodmont Ave	Bethesda	20814
1221 PARKING GARAGES AND LOTS	Garage 36 (Auburn-Del Ray)	4907 Del Ray Ave	Bethesda	20814
1227 PARKING GARAGES AND LOTS	Garage 4 (Fenton Street Village)	8110 Fenton St	Silver Spring	20910
1209 PARKING GARAGES AND LOTS	Garage 40 (Woodmont Triangle)	4935 St Elmo Ave	Bethesda	20814
1214 PARKING GARAGES AND LOTS	Garage 42 (Cheltenham)	4537 Middleton La	Bethesda	20814
1238 PARKING GARAGES AND LOTS	Garage 45 (Amherst)	11304 Amherst Ave	Wheaton	20902
1206 PARKING GARAGES AND LOTS	Garage 47 (Waverly)	7401 Waverly St	Bethesda	20814
1205 PARKING GARAGES AND LOTS	Garage 49 (Metropolitan)	7601 Woodmont Ave	Bethesda	20814
1226 PARKING GARAGES AND LOTS	Garage 5 (Bonifant-Dixon)	1101 Bonifant St	Silver Spring	20910
1207 PARKING GARAGES AND LOTS	Garage 57 (Bethesda-Elm)	4841 Bethesda Ave	Bethesda	20814
1225 PARKING GARAGES AND LOTS	Garage 58 (NOAA Building)	1315 East West Hwy	Silver Spring	20910
1246 PARKING GARAGES AND LOTS	Garage 60 (Wayne-Ellsworth Alley)	921 Wayne Ave	Silver Spring	20910
1247 PARKING GARAGES AND LOTS	Garage 61 (Ellsworth-Roeder)	801 Ellsworth Ave	Silver Spring	20910
1224 PARKING GARAGES AND LOTS	Garage 7 (Cameron-Second)	8530 Cameron St	Silver Spring	20910
1223 PARKING GARAGES AND LOTS	Garage 9 (Kennett Street Garage)	8040 Kennett St	Silver Spring	20910
1219 PARKING GARAGES AND LOTS	Lot 10 (Leland Street)	4600 Leland St	Bethesda	20815
1245 PARKING GARAGES AND LOTS	Lot 12 (Columbia Boulevard)	1920 Seminary Rd	Silver Spring	20910
1243 PARKING GARAGES AND LOTS	Lot 13 (Wheaton Marketplace)	11219 Grandview Ave	Wheaton	20902
1242 PARKING GARAGES AND LOTS	Lot 14 (Blueridge-Hickerson)	2425 Hickerson Dr	Wheaton	20902
1241 PARKING GARAGES AND LOTS	Lot 17 (Price-Fern)	2320 Price Ave	Wheaton	20902
1234 PARKING GARAGES AND LOTS	Lot 18 (Gist & Philadelphia)	938 Philadelphia Ave	Silver Spring	20910
1237 PARKING GARAGES AND LOTS	Lot 2 (Spring-Cameron Lot)	8781 Georgia Ave	Silver Spring	20910
1233 PARKING GARAGES AND LOTS	Lot 20 (Progress Place)	8212 Colonial La	Silver Spring	20910
1236 PARKING GARAGES AND LOTS	Lot 21 (Spring-Colesville)	8703 Cameron St	Silver Spring	20910
1216 PARKING GARAGES AND LOTS	Lot 24 (Farm Women's Market)	4601 Leland St	Bethesda	20815

1213 PARKING GARAGES AND LOTS	Lot 28 (Cordell Ave)	4854 Cordell Ave	Bethesda	20814
1232 PARKING GARAGES AND LOTS	Lot 29 (Bonifant & Easley)	811 Easley St	Silver Spring	20910
1230 PARKING GARAGES AND LOTS	Lot 3 (Fenton Street Village)	8206 Fenton St	Silver Spring	20910
1218 PARKING GARAGES AND LOTS	Lot 31a (Capital Crescent)	4712 Bethesda Ave	Bethesda	20814
1217 PARKING GARAGES AND LOTS	Lot 31b	4712 Bethesda Ave	Bethesda	20814
1239 PARKING GARAGES AND LOTS	Lot 33 (University)	2622 University Blv W	Wheaton	20902
1240 PARKING GARAGES AND LOTS	Lot 34 (Ennalls)	2510 Ennalls Ave	Wheaton	20902
1231 PARKING GARAGES AND LOTS	Lot 38 (Bonifant Street)	920 Bonifant St	Silver Spring	20910
1211 PARKING GARAGES AND LOTS	Lot 39 (Del Ray Avenue)	4829 Del Ray Ave	Bethesda	20814
1215 PARKING GARAGES AND LOTS	Lot 41 (Middleton Lane)	4538 Middleton La	Bethesda	20814
1212 PARKING GARAGES AND LOTS	Lot 43 (Woodmont Avenue)	8009 Woodmont Ave	Bethesda	20814
1222 PARKING GARAGES AND LOTS	Lot 44 (West Virginia Avenue)	4704 West Virginia Ave	Bethesda	20814
1244 PARKING GARAGES AND LOTS	Lot 48 (Georgia Avenue)	9401 Georgia Ave	Silver Spring	20910
1277 RECREATION CENTERS	Charles W Gilchrist Ctr for Cultural Diversity	11319 Elkin St	Wheaton	20902
1249 RECREATION CENTERS	Jane E Lawton Center	4301 Willow La	Chevy Chase	20815
1289 RECREATION CENTERS	Wisconsin Place Community Center	5311 Friendship Blv	Friendship Heights	20815
1290 REGIONAL SERVICES CENTERS	Bethesda-Chevy Chase	4805 Edgemoor Ln	Bethesda	20814
1291 REGIONAL SERVICES CENTERS	Mid-County	2424 Reedie Dr	Wheaton	20902
1292 REGIONAL SERVICES CENTERS	Silver Spring	1 Veterans Pl	Silver Spring	20910
1311 SWIMMING POOLS	Montgomery Aquatic Center	5900 Executive Blv	N. Bethesda	20852

County Facilities Within a Half Mile of Metrorail Stations



Map Produced By:
 Geographic Information Systems
 Department of Technology Services
 Montgomery County, MD
 Date: April 5, 2012



396

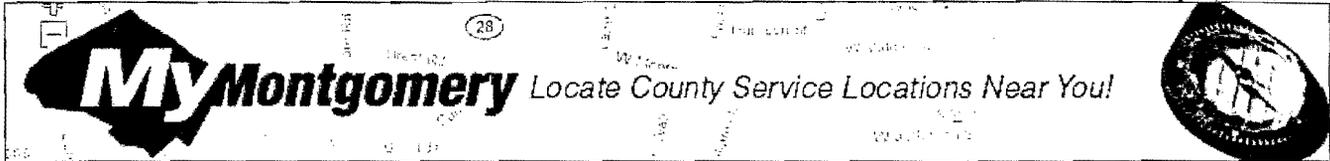


	A	B	C	D
1				
2				
3	Location/Occupant	Use	Foot	FY12 Appr.
4	8513 Piney Branch Rd	TESS Center	4,800	76,570
5	Metropolitan CAM Charges	BCC Center Office/Day care	6,000	104,900
6	199 E. Montgomery Ave	Sheriff's Office	6,246	0
7	255 Rockville Pike	General Offices	128,509	4,385,540
8	255 Rockville Pike	Treasury Division	15,262	637,230
9	51 Monroe Street, 802	Inspector General	1,952	0
10	Bussards Farm	Coop Extension	15,070	106,749
11	Core Pkg - 255 Rock Pk & 51 Monroe	100 spaces	N/A	98,334
12	7940 Airpark Rd.	Hangar Lease	1131	9,370
13	1109 Spring Street	DPWT Parking Maint.	2,486	50,418
14	1109 Spring St. Suites 110 & 300	HHS Offices	4,366	93,310
15	8516 Anniversary Circle	Warehouse	14,400	103,000
16	8536 Anniversary Circle	Records Center	26,000	191,300
17	9125 Gaither Road	Police SOD	15,994	304,800
18	9210 Corporate Blvd	Police SID	9,897	332,543
19	15800 Crabbs Branch Way	Police Stress Reduction Unit	2,474	80,513
20	1901 Research Blvd	DFRS Stress Management	706	26,875
21	800 South Frederick Avenue	Police Internal Affairs	3,352	75,416
22	9121-B Gaither Road	Police Evidence Storage	4,000	78,821
23	1300 Quince Orchard	ECC	54,874	1,072,875
24	8653 Grovemont	MCFRS - SCBA	3,000	23,101
25	8663 Grovemont	MCFRS - Fire Investigation	11,662	195,103
26	15825 Shady Grove Rd	DFRS Internal Affairs	3,769	116,167
27	4848 Cordell Ave	Bethesda Shelter	4,000	199,420
28	Page Elementary	Integrated Daycare	1,397	22,050
29	11711 Joseph Mill Road	Viers Mill Daycare	3,091	36,844
30	12260 McDonald Chapel Dr.	T. Marshall Daycare	4,095	50,037
31	Glen Haven Elementary	Integrated Daycare	2,461	32,265
32	12250 Wilkins Ave	Homeless Shelter	8,900	130,840
33	451 Hungerford Additional Parking	Parking	N/A	19,309
34	8630 Fenton St	Health Center	21,063	559,200
35	1335 Piccard Dr	Health Center	27,500	653,395
36	255 N. Washington	HHS Parking	N/A	12,872
37	7300 Calhoun Drive	Juvenile Assmt. Ctr.	63,594	1,503,670
38	Bethesda Metro Center	DTS Antenna		12,898
39	Berkshire Towers - Lockwood Dr	DTS Antenna		24,315
40	NRC Bldg - White Flint	DTS Antenna		41,830
41	Kenwood CC, River Road	DTS Antenna		127,782
42	17101 Darnestown-Germantown Rd	DTS Antenna		99,442
43	21200 Martinsburg Rd - Mirant	DTS Antenna		75,870
44	Riverbend Antenna - Fairfax	DTS Antenna		2,529
45	6601 New Hampshire Ave, Takoma Pk	DTS Antenna		96,494
46	600 E. Jefferson Street	CUPF	7,247	208,333
47	12500 Ardennes	Corrections - Pre-Trial Services	21,778	578,500
48	19627 Fisher Ave.	Poolesville Library	7000	211,800
49	455 E. Gude Dr.	DSWS Storage		4,685
50	47 State Circle, Annapolis	Legislative Affairs	1695	66,900
51	51 Monroe St, suite 1700	HHS Children/Youth/Family	7517	235,440
52	20400 Observation Drive	PS 2000 Training	7536	161,859

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	A	B	C	D
1				
2				
3	Location/Occupant	Use	Foot	FY12 Appr.
53	2729 University Blvd	Wheaton Day Laborers	1,863	83,661
54	111 Rockville Pike	DED space plus pkng	13,013	483,875
55	8300 Helgerman Court	Police Evidence Warehouse	8836	166,404
56	701-C Dover Road	MCFRS Warehouse	33451	715,149
57	11 N. Washington Street, 4th floor	HHS	10000	366,290
58	22610 Gateway Center	Clarksburg Interim FS	9823	200,000
59	8316 Helgerman Ct	Police- FARU, Red Light, Fraud	19462	63,717
60	Connecticut Park Elementary Child Care	HHS child care in BOE space	1867	23,000
61	8505 Piney Branch Road	Police Sub/LongBranch Red	1800	44,430
62	2-1 & 2-4 Metropolitan Court	Libraries Materials Mngmnt	19800	275,422
63	7-1 Metropolitan Ct	Mercy Clinic	7200	203,472
64	8434 Helgerman	Police Speed Camera Van	2958	55,000
65	14935 Southlawn	MCFRS and DLC	117000	2,180,791
66	51 Monroe St. 3rd Floor	ERP Office	9669	291,050
67	8413 Ramsey	Driver's lounge and Fare Retail	3100	115,700
68	17 B Firstfield	MCFRS Stress Management	1005	27,897
69	4901-43 Nicholson Ct	Transit Small Buses	25000	849,807
70	23201 Stringtown Road	Clarksburg Ombudsman	1350	8,905
71	One Bank Street	DTS overflow from PSCC	2739	61,693
72	600 E. Jefferson St	Family Justice Center	23,907	758,090
73	18753 N. Frederick Ave.	Board of Elections	54,190	975,420
74	51 Monroe, Plaza	MC-311	10511	255,264
75	45 W. Watkins Mill Road	Interim 6th District Police Station	18924	416,320
76	100 Edison Park Drive	GXS sublease	408000	4,552,880
77	1110 Bonifant	SS Transit Center CIP Offices	800	60,000
78	981 Rollins	OAS	24,166	1,179,539

Monday, April 09, 2012



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Welcome to MyMontgomery

To find and display a Montgomery County Place of Interest (POI), follow the steps presented below:

1. Enter a street address with a zip code (i.e. 110 N Washington Street, 20850) or just a zip code in to the My Location field.
2. Define a search radius distance in miles using the Search Radius drop-down menu.
3. Select one or several PLOI (maximum of 5) checkboxes presented in the Map Legend.
4. Click the Search Locations button. The Search Results will display on the map and will be listed by PLOI category to the left of the map. It may take some time to download the search results depending on your connection speed, radius buffer selection criteria, number and type of PLOI layers selected, and address location.
5. To display and select all search results on the map display, select the PLOI category checkbox(s) next to the folder icon(s).

My Location: Within a Mile Radius

Education	Government Centers	Recreation Leisure & Culture
<input checked="" type="checkbox"/> Elementary Schools	<input type="checkbox"/> MC Government	<input type="checkbox"/> Golf Courses
<input checked="" type="checkbox"/> Middle Schools	<input type="checkbox"/> Liquor Stores	<input checked="" type="checkbox"/> Libraries
<input checked="" type="checkbox"/> High Schools	<input type="checkbox"/> Regional Services Centers	<input type="checkbox"/> Park Facilities
Public Safety & Health	Transportation	<input checked="" type="checkbox"/> Recreation Centers
<input type="checkbox"/> Fire Stations	<input type="checkbox"/> Bus Stops (Max. 0.75 Mile Radius)	<input checked="" type="checkbox"/> Senior Centers
<input type="checkbox"/> HHS Facilities	<input type="checkbox"/> Marc Train Stations	<input type="checkbox"/> Swimming Pools
<input type="checkbox"/> Hospitals	<input type="checkbox"/> Metro Stations	
	<input type="checkbox"/> Park And Ride Lots	
	<input type="checkbox"/> Public Garages And Lots	

Please see transportation options below

Print



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**Interagency Coordinating Board for Community Use of Public Facilities
FY11 & FY12 Hourly Fee Schedule in MCPS Facilities**



Indoor Use FY 11 (9/1/10 - 8/31/11) AND FY 12 (9/1/11 - 8/31/12)								
	Monday-Friday (1-hour minimum)				Saturday/Sunday/Holidays (3-hour minimum)			
	Before 6pm		After 6pm		FY11		FY12	
	FY11	FY12	FY11	FY12	FY11	FY12	FY11	FY12
Category A: MCPS use – only staff costs apply								
Category B: MCPS partnerships, PTA, Government entities					First Room		Add'l Rooms	
APR, Cafeteria, Other	9.50	10.00	11.50	12.00	15.00	16.00	15.00	16.00
Gym	9.50	10.00	10.50	11.00	15.00	16.00	15.00	16.00
Classrooms	6.00	6.50	7.50	8.00	14.50	15.50	14.50	15.50
Auditorium	47.00	49.00	47.00	49.00	47.00	49.00	N/A	
Category C: Community Recreation; Community, Religious & Cultural non-fee activities					First Room		Add'l Rooms	
APR, Cafeteria, Other	9.50	10.00	17.00	18.00	29.00	30.50	15.00	16.00
Gym	9.50	10.00	15.00	16.00	29.00	30.50	15.00	16.00
Classrooms	6.00	6.50	7.50	8.00	25.00	26.00	15.00	16.00
Auditorium	47.00	49.00	47.00	49.00	47.00	49.00	N/A	
Category D: Enterprise Activities – classes & programmed activities with fees; MCPS & PTA fundraisers & activities with fees								
	Before 6pm		After 6pm		First Room		Add'l Rooms	
APR, Cafeteria, Other	10.00	10.50	18.00	19.00	30.00	31.50	18.00	19.00
Gym	10.00	10.50	16.00	17.00	30.00	31.50	18.00	19.00
Classrooms	6.50	7.00	8.50	9.00	27.00	28.50	17.00	18.00
Auditorium	50.00	52.50	52.00	55.00	58.00	61.00	N/A	
Category E: Tournaments, Community Fundraisers, Special Events/Celebrations/Performances								
	Monday-Friday All Times				Each Room			
APR, Cafeteria, Gym, Other	45.00	47.00	48.00	50.00	50.00		52.50	
Classrooms	33.00	35.00	34.00	35.50	35.00		37.00	
Auditorium	80.00	84.00	85.00	90.00	85.00		90.00	
Category F: Business Events/Activities & Out-of-County Group Activities								
	Monday-Friday All Times				Each Room			
Auditorium	150.00		150.00		150.00		155.00	
All Other Rooms	45.00		47.00		50.00		52.50	
Classroom	40.00		40.00		40.00*		40.00*	
Gym – MS or HS	70.00		72.00		75.00		77.00	
Gym – Elementary	50.00		50.00		55.00		55.00	
Cafeteria – Middle School	50.00		52.00		55.00		57.00	
Cafeteria – High School	60.00		62.00		65.00		67.00	
*\$35 per hour if 5 or more rooms are booked (first room at regular rate)								
	Before 6pm		After 6pm		Each Room			
Camps & Clinics (new)								
APR, Cafeteria, Gym, Other	23.00	24.50	23.00	24.50	30.00		31.50	
Classrooms	12.00	13.00	12.00	13.00	27.00		28.50	
Auditorium	58.00	60.00	58.00	60.00	58.00		60.00	
Outdoor Facilities (effective January 1, 2011)								
	Fields (except stadiums)		Tennis Courts		Parking Lot		Pick-up/Drop Off	
Category A	Staff costs only							
Category B	ES/MS - 4.00; HS - 5.00		10.00		16.50		48.00	
Category C	ES/MS - 4.00; HS - 5.00		10.00		16.50		48.00	
Category D	\$22 (4-hr. min. for camps/clinics)		10.00		16.50		48.00	
Category E	22.00		10.00		16.50		48.00	
Category F	55.00		10.00		16.50		48.00	

Other Fees

Equipment & Auditorium Fees		Staff - Hourly Rate (3-hour minimum)	
Auditorium Fee, plus \$100 security deposit	\$10.00 per hour or \$40.00 per use (whichever is greater)	Building Services Worker (for set-up and clean-up)	\$29.50 per hour
Dressing Room (may be required w/auditorium)	Classroom rate	Building Attendant	\$29.50 per hour
Audio Visuals	\$3.00 per hour	Cafeteria Worker (required with use of kitchen), plus \$50 deposit	\$28.50 per hour
Computer/lab fee (with approval, no internet use)	\$50.00 per room per use	Media Services Technician (mandatory with auditorium) or User Support Specialist required with use of specialized equipment	\$48.50 per hour
Grand Piano	\$25.00 per use	Security Staff	\$32.50 per hour
Upright Piano	\$5.00 per hour	Weekend/Holiday Start-Up Fee	\$16.00 per day
Portable PA System, plus \$100 security deposit	\$25.00 per use (small) \$50.00 per use (large)		
Scoreboard Control Unit (staff costs may apply)	\$2.00 per hour		

Miscellaneous Fees

Administrative Fee	\$48.00	Cancellation/Date Change Policy for <u>Special Events</u> (large events in auditoriums, cafeterias, etc): 46 calendar days notice or more: \$48 cancellation fee 31-45 calendar days notice: 25% of facility charges plus \$48 cancellation fee 10-30 calendar days notice: 50% of facility charges plus \$48 cancellation fee Less than 10 business days notice: 100% of facility charges <i>If staff is able to rent the same space to another community use group, only the \$48 cancellation fee applies.</i>
Adjustment Fee	\$25.00	
Cancellation Fee for Camps	\$48.00	
Cancellation Fee (for other than Special Events & Camps) with at least 10-business days notice	\$25.00	
NOTE: Staff costs will be retained with less than 2-full business days notice for all bookings		
Late Fees: \$10 per month (with incremental increases of \$5 per additional \$500 owed, based on amounts 30-days past due)		

Fee Categories for Community Use Activities in MCPS Facilities

<p>Category A</p> <ul style="list-style-type: none"> MCPS K-12 & extracurricular school activities, including booster clubs; MCPS offices. <u>Note:</u> Anytime staff costs are incurred these costs must be paid, including when using another school location <p>Note: Category D rates apply to MCPS partnerships with commercial entities, e.g., SAT prep classes & academic enrichment classes <u>with fees</u> (form must be submitted by MCPS)</p>
<p>Category B</p> <ul style="list-style-type: none"> Public recreation classes, summer camps & activities (Montgomery County Recreation Department & municipal recreation departments of Takoma Park, Rockville, Gaithersburg) City, County, State, Federal & other government agency meetings/programs MCPS partnerships with government agencies – specific contract provisions apply MCCPTA fee classes, e.g., FLES, Hands-on-Science MCPS and PTA free activities & volunteer led fundraisers (no third-party entities involved), e.g., sock hops, non-monetary bingo, international night PTA classes & activities led by volunteers with nominal fee, e.g., material costs only <p><u>Notes:</u> Category D rates apply to PTA partnerships with third-party entities for activities with fees, e.g., classes, fairs/festivals, holiday bazaar or shopping nights, family portraits, restaurants & food vendors (form must be submitted by PTA). <i>In such cases the PTA assumes full liability, checks are written to the PTA (not the third-party entity), and the third-party entity shares the proceeds</i></p> <p>No facility fee applies to PTA general monthly meetings. Check the annual PTA packet for information regarding other meetings and events. An administrative fee will be charged for field use.</p>
<p>Category C</p> <ul style="list-style-type: none"> Nonprofit State-licensed childcare selected by school community – school-year contract for "before and after" care Cultural and religious classes/bible study & regularly scheduled services (no celebrations or special events) Community groups, e.g., Scouts, Kiwanis, HOAs, garden clubs, etc. Community recreation, e.g., informal/local sports groups, Boys and Girls Clubs, etc. Classes & activities led by volunteers with nominal fee, e.g., material costs only
<p>Category D - Enterprise Activities</p> <ul style="list-style-type: none"> For-profit State-licensed childcare selected by school community – school-year contract for "before and after" care Classes with registration/tuition fees (not sponsored by corporate entity) National/regional sports leagues/franchises MCPS/PTA enterprise partnerships classes, activities or programs with fees, or fundraisers with third-party entities (nonprofit and commercial) Home-based/sole proprietor/start-up endeavor with rates comparable to those offered by a nonprofit organization meeting an unmet or locally identified need
<p>Category E</p> <ul style="list-style-type: none"> Youth and adult sports tournaments, e.g., basketball, step, volleyball, cheerleading, pom competitions. Must have Security Staff. Non-MCPS/non-PTA fundraisers, e.g., yard and garden sales Performances/large or special events by nonprofit organizations Community/religious/cultural special events with any admission fee, advanced participant reservations, donation, membership dues or ticket sales or requiring special consideration for placement or timeliness of notification, e.g., revivals, High Holidays, holiday and New Year's celebrations, cultural concerts. A special event is any event outside the normal worship service, e.g., churches that book weekly and then want to hold a revival, Mother's Day program or Christmas program will be charged the special event rate
<p>Category F</p> <ul style="list-style-type: none"> Out-of-county group activities; business or corporate activities/events/classes; performances/large or special events by for-profit organizations 25% discount for weekday classroom use before 6:00 p.m. for youth programming meeting an unmet or locally identified need may be requested
<p>Camps & Clinics (NEW)</p> <ul style="list-style-type: none"> Summer & school-break camps, clinics & other activities of a programmatic nature not sponsored by public recreation agencies 3+ hours, 3-5 days per week, same participants, and participation covered by single registration

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April 12, 2012



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Community Use of Public Facilities

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Library Meeting Rooms

Meeting rooms in the Montgomery County Public Library System may be used by the public and government agencies holding meetings of a civic, cultural or educational nature. Please read the Rules and Regulations and Facility Use Agreement in their entirety before submitting an application.

CID:

Password:

Not registered? [Enroll me](#)
[Forgot my CID/password](#)

❖ Online Reservation - You must be a registered web user and are prepared to pay by credit card. If you have already registered, enter your Client ID and password to the right. If you have not previously registered, please enroll now. You will be able to track your requests, make payments, and pick up your permits online.

❖ Mail-in Reservation - If you prefer to pay by check, [click here](#) to fill out a request form; print and mail it to us with your payment.

Application Schedule

Forms should be submitted during the following periods to receive priority in scheduling:

Submission Window	Season
Local Government Agencies: Sept 15 - Oct 1 Non-profit users: Oct 15 - Oct 31 Out-of-county/For-profit users: Nov 1 - Nov 15	for use Jan 1 through Jun 30 (excluding public holidays)
Local Government Agencies: Mar 15 - Apr 1 Non-profit users: Apr 15 - Apr 30 Out-of-county/For-profit users: May 1 - May 15	for use July 1 through Dec 31 (excluding public holidays)

Allow at least 3 business days to process requests.

Fees

Room Type	Local Government Agencies Hourly Rate	Non-Profit Groups Hourly Rate	Out-of-County/ For-Profit Groups Hourly Rate
Small Room	\$11	\$15	\$30
Large Room	\$14	\$20	\$40

For security reasons, all first-time users must provide a legible copy of the contact person's driver's license by mail or email. Please contact [Ceciley Marshall](#) at 240-777-2712 for additional information.

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Library Meeting Room Booking Schedule FY12

Library	Address	Size	Holds	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Aspen Hill Comm.	4407 Aspen Hill Rd Rockville 20853	Lg	75		1:30 - 7:30pm	10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Bethesda Reg.	7400 Arlington Rd Bethesda 20814 (Upright Piano) WiFi	Lg	60	1:30- 4:30PM	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Chevy Chase Comm.	8005 Connecticut Ave Chevy Chase (Baby Grand Piano)	Lg	75		1:30 - 7:30pm	10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Damascus Comm.	9701 Main Street Damascus 20872	Lg/Sm	65/25		1:30 - 7:30pm	10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Davis Community	6400 Democracy Blvd Bethesda 20817	Lg/Sm	75/25		1:30 - 7:30pm	1:30 - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Germantown	19840 Century Blvd Germantown 20874	Lg A/B	58/42	1:30- 4:30PM	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Kensington Park Comm.	4201 Knowles Ave Kensington 20895	Lg	100		10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Little Falls Comm.	5501 Mass. Ave Bethesda 20816	Lg	50		10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Long Branch Comm.	8800 Garland Ave Silver Spring 20901 (No Restroom Access after hours)	Lg	80		10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Marilyn J Praisner	14910 Old Columbia Pk Burtonsville 10755 (Upright Piano)	Lg/Sm	100/ 25	1:30- 4:30PM	1:30 - 7:30pm	1:30 - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Poolesville Comm.	19633 Fisher Ave Poolesville 20837 (No After Hours Bookings)	Sm	25		1:30 - 7:30pm	1:30 - 7:30pm	1:30 - 7:30pm	10:30am - 4:30pm	10:30am - 4:30pm	10:30am - 4:30pm
Potomac Comm.	10101 Glenolden Dr Potomac 20854	Lg	50		1:30 - 7:30pm	1:30 - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Quince Orchard Comm.	15831 Quince Orchard Blvd Gaithersburg 20878	Sm A/B	25		10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Rockville Memorial	21 Maryland Ave Rockville 20850 (Upright Piano 1st Floor) WiFi	Lg 1st/2nd	65	1:30- 4:30PM	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Silver Spring Comm.	8901 Colesville Rd Silver Spring 20910	Lg	75	1:30- 4:30PM	1:30 - 7:30pm	10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Twinbrook Comm.	202 Meadow Hall Dr Rockville 20851 (Baby Grand Piano)	Lg	60		10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
Wheaton Reg.	11701 Georgia Ave Wheaton 20902	Lg	96	1:30- 4:30PM	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm
White Oak Comm.	11701 New Hampshire Ave Silver Spring 20904	Sm/Lg	25/75		1:30 - 7:30pm	10:30am - 5:30pm	1:30 - 7:30pm	10:30am - 5:30pm	10:30am - 5:30pm	10:30am - 5:30pm

Guidelines for After Hour Bookings

- Monday through Thursday after hour bookings are allowed (excluding Poolesville) up until 10:00pm.
- After hour bookings may not start later than the posted time above and must end at least 35 minutes afterwards.
Examples: At Bethesda on Monday evenings a meeting can start by 7:30pm but cannot end earlier than 8:05pm;
at Damascus on Tuesday evenings a meeting can start by 5:30pm but cannot end earlier than 6:05pm.
- Groups holding after hour meetings are responsible for turning off lights and securing windows and doors.
- Do not prop open doors.
- No after hour bookings are allowed on Fridays, Saturdays or Sundays.

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CIP Testimony 7 Feb 2012

There was a time when Montgomery County had ambitious plans for growing Montgomery County Public Libraries (MCPL). New branches were proposed for communities like Laytonsville and Clarksburg. All county office buildings, including libraries, were to have mini-renovations within ten years of being built and within a twenty year time frame each would be the recipient of a major renovation with new HVAC, carpeting, wiring etc.

Carpeting, furniture replacement and repair, and painting were part of the normal maintenance cycle for County buildings.

There are fiscal realities these days that require austerity. But perhaps the proposed CIP goes a little too far.

Libraries are often underrated as community hubs. They are underrated as business incubators, as meeting spaces, as study spaces, as literacy centers (especially for the pre-school population), as broadband internet providers, as English language resources, as school resource repositories and as summer reading facilitators. Libraries contain the most reliable knowledge base County residents have. They are multi-use facilities even without partnerships.

Having all new County buildings serve many purposes would be an ideal to aspire to. The initial cost of projects would likely be higher but a general policy that encouraged this would save the County and its citizens money and time in the long run. Library buildings are ideal for these projects.

In the recent past there have been some hits and a few misses in that regard.

An example of a miss—at Fairland, now Marilyn J. Praisner, the community center is across the parking lot from the library building. It is just a little too far to share meeting rooms and programs though the two buildings serve the same users.

A good example of a hit is the Rockville Memorial Library building. It is home to the County's Department of Technology Services (DST) offices and the Literacy Council as well as the MCPL administrative offices and the Friends of the Library, Montgomery County (FOLMC) offices. These groups and the communities they serve all benefit from the library's proximity.

When the Gaithersburg Library renovation project is complete there will be a satellite office of the Gilchrist Center on the second floor along with more meeting space. Both entities will have benefits from the association that neither could easily afford alone. The community that uses the Center will have the resources of the library close at hand and vice versa.

Wheaton Library, in partnership with National Institutes of Health (NIH), once housed a comprehensive Health Information Center. It was a very good match in terms of communities served and convenience to patrons.

Paulette Dickerson
9511 Gwyndale Dr.
Silver Spring, MD 20910
pdickerson@hers.com

The FOLMC booksale is also in the same building as the Wheaton Library. This is a very good pairing.

The Wheaton Chamber of Commerce uses the Wheaton Library as its meeting place. The Gilchrist Center also has a presence there.

The last major renovation of the Wheaton Library building was so long ago that my soon to be thirty-year old son was an infant.

Rethinking the Library building as part of a new building that contains the library, the Wheaton Community Center, the Gilchrist Center and the FOLMC Booksale makes a lot of sense.

The Davis Library building hasn't been renovated since 1986. A child born that year could be in the third year of medical school today.

Davis was once home to the MCPL administrative offices, later housed the MCPL Special Resources Collection— machines, books and other resources for the disabled and their families. For a short while afterwards the Mobile Services section of MCPL was positioned there.

As at Wheaton, the Davis Library area might be well served by including a community center or other County function within the renovated library building.

This brings us to the Silver Spring Library building. At this point the project has been radically cut back twice. First the two floors of County office space above the library space became one and now it has been revealed that the last of the office floors may be eliminated.

I am not here to argue that the library part of the project needs that extra floor space. The County does. Those floors could be used to move County services out of rented space.

HHS offices are a great match with library services. A better match might include a clinic that did immunizations or health assessments. That way people with young families could take care of health care and then roll down to the library to go to early childhood programs, research jobs or housing or health care issues and do homework, perhaps even attend an English Conversation Club session if they were so inclined.

Since Silver Spring is a transit hub with MARC trains, buses that traverse the County, the Red Line. With the possibility of both the D.C. Trolley and the Purple Line coming through the area, a Library building that houses many County services would be ideally positioned for the foreseeable future.

Lost opportunities? Maybe not. It might still be possible to add funds to the CIP budget to move the Wheaton and Davis projects forward sooner. Maybe the Silver Spring Library building could also be revised upward.

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But why build new structures at all? Many people seem to believe that information resources will move to the web to such a degree that we will no longer need “bricks and mortar” buildings to serve society well. Looking at the vibrancy of the library community that seems unlikely. Looking at the use of “treebooks” vs “ebooks” within MCPL it also seems unlikely. On Snapshot Day 25,564 items from the collection circulated. 415 of those items were from the eLibrary.

Electronic resources are neither free nor dependable. Many internet resources are posted and maintained by eccentrics; many, like Google and Bing, are for profit; the most reliable are often databases that are leased to us for a price. They do not belong to us and we cannot expect them to be a secure resource going forward. Remember Encarta?

Even ebooks are not available to all library users— most require a dedicated device like a Nook or a Kindle or a general purpose computer that is relatively new with appropriate software installed. Some publishers limit the number of check-outs before the book is withdrawn from use, some do not license to libraries at all. There are wait lists to check them out. The current lending period for ebooks at MCPL is shorter than that of print books.

Libraries are about holding and disseminating information, not about formats— books, data, encyclopedias, music can be offered in many ways. But the buildings are essential to the mission.

Here is my favorite quote from the atrium of the Rockville Memorial Library:
Information is the currency of democracy.

-- Thomas Jefferson

Thank you.

space planning which determined that the same scope can be accommodated in less space.

The Program of Requirements for the Potomac Library was written in 2003 and will have to be updated before design, planning and supervision begins. As noted previously, the changes in technology and space uses based on the final Strategic Plans may require that further scope revisions.

- Please provide a "ballpark"/order of magnitude cost estimate for the project.

The "ballpark" estimated project costs are \$15M-\$18M depending on many factors including: escalation, code changes, and project start. This estimate does not assume potential impacts of the Strategic Plans.

Silver Spring Library

- Please provide a status update for the project including the most recent production schedule for Phase I and Phase II of the project.

Phase 1: The relocation of the "wet" utilities, including WSSC sanitary sewer and the storm sewer is basically complete. The relocation of the "dry" utilities (Pepco, Verizon and Comcast) are in progress should be complete in Summer 2012.

Phase 2: The A/E is the construction document phase which is anticipated to be completed in Summer 2012. After permitting and bidding, the project is scheduled to be awarded to a construction contractor in Fall 2012. Construction completion would be in Fall 2014.

- Please describe the scope changes in the recommended PDF and the reasons for them.

Due to fiscal constraints, the meeting rooms have been downsized in order to fit within the overall area of the three floors of the library rather than to design a floor specifically to accommodate meeting rooms. This revision in the program was deemed acceptable partially because of the availability of meeting rooms in the new Civic Building.

- The recommended FY13-18 PDF shows that HHS office space has been removed for costs reasons. What services were planned for that space and where will they now be delivered?

The services are being provided at existing leased space. The planned creation of County-owned replacement space was hoped to reduce leasing costs but the CIP funding limits do not allow this.

- To what extent, if any, will the change in gross square footage (65,000 to 58,000) reduce the 38,200 net square foot area documented in the POR?

The reduction is primarily in the meeting room area. Having the meeting rooms on their own floor increased the gross area due to the need for additional restrooms on that floor, additional lobby space and circulation to serve just the meeting rooms. By reducing the size of the meeting area and locating it on another library floor, we were able to reduce the gross area more significantly than the net area.

- What portion of the increased costs for the project are due to inflation and what portion is attributable to the approved bid?

There is no approved bid yet (for Phase 2); all Phase 2 costs are based on estimates. The increased costs are due primarily to new cost estimates based on more complete documentation of the project. However, for example, the numbers also represent escalation, additional requirements for prevailing wage monitoring, and increased permitting fees.

- The PDF includes \$700,000 in current revenue to support the collection. How did the Department determine the amount of additional collection needed? Why is funding for the new collection being appropriated in FY13 and FY14? Will these new collection materials be put into circulation at the current Silver Spring Library site?

The new facility is physically larger, built to serve more residents, and will be busier due to its urban location, longer hours, and co-location with the Purple Line. The current collection is older, and requires substantial modification given the many changes in demographics, library materials technology, and the surrounding community since the opening of the original library. \$700,000 will provide for an approximate 25% modification/enhancement of the existing 102,000 item collection, providing the equivalent of 28,000 new book volumes at an average cost of \$25 per volume. The actual materials modification will be composed of a mix of electronic data sources, e-readers, books, media, and other material types or technologies needed to allow the new library to better meet the needs of the community and present library materials via modern technology, print, media, electronic data, and other technological means of delivering library content. It takes a substantial amount of time and effort to plan for such an enhancement, typically two to three years before opening, as was the case for Germantown and Rockville libraries. There are also some follow-up investments made after opening to adjust to expressed customer needs. Any physical materials purchased will not be used in the current facility, but will be stored in anticipation of opening day and the first three months of operation in the new building.

- Should the cumulative appropriation in the PDF be 59,670 (the cumulative appropriation plus the FY12 appropriation request in last approved PDF)?

The current Approved PDF, as amended last year (http://www.montgomerycountymd.gov/content/omb/FY12/appr/cip_pdf/710302.pdf, FY12 Approved Capital Budget and... Volume 2, p.7-67) had Cumulative Appropriation of \$56,590,000 plus FY12 Appropriation of \$3,060,000, totaling the \$59,650,000 of Cumulative Appropriation shown on the Recommended PDF.

Wheaton Library and CRC

- What work has been completed on the project to date?

A feasibility study is under way, informed by a Draft POR. The Library Department is working on new strategic plans for Facilities and Technology, which may have an impact.

- Has the feasibility study been completed on the project, and if not, when will it be conducted and completed?

The feasibility study is expected to be completed late Spring / early Summer 2012.

- What are the estimated costs needed to complete the feasibility study and develop the program of requirements? Are these costs included in the current PDF or part of another PDF, e.g., Facility Planning-MCG?

Yao, Vivian

From: Meier, Bruce
Sent: Monday, March 05, 2012 12:56 PM
To: Yao, Vivian
Cc: Dise, David E.; Stiles, James; Lunsford, Ernest; Feinberg, Beryl
Subject: FW: follow up

Bruce R. Meier
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-----Original Message-----

From: Yao, Vivian
Sent: Tuesday, February 28, 2012 10:13 AM
To: Meier, Bruce
Cc: Dise, David E.
Subject: follow up

Hi Bruce, just checking in on a couple of follow up items:

- What should be done with the Davis Library to address the moisture problems and what estimated costs Roof drainage system was replaced two weeks ago....will monitor to determine impact on reported moisture. would need to be programmed in the Capital and/or Operating Budgets. Building assessment will be conducted on all subsystemsmay take upwards to 90 days to complete.
 - What are the interim maintenance measures and associated estimated costs needed to keep the Wheaton Library (and recreation center, as appropriate) operational until the new project begins. DFM and DBDC met last week over proposed projects, i.e., replacement on HVAC systems and carpet replacement on the first floor. DFM just finished up installing new fire alarm system to meet code.
- Please provide documentation/methodology/assumptions that led to the savings target of \$2 million for the cutting out the floor that is reported in the PDF and also the documentation/methodology/assumptions that result in the \$3.6-\$3.8 million figure needed to put the level back?
- 1) Additional redesign fees need to be factored into both calculations. When we indicated a \$2.4M savings in August, that meant there was a ~\$2.65M savings for all other items (less a ~\$0.25M redesign fee). When we are asked how much to add the floor back in, we estimate a ~\$2.65M savings for all other items - plus a ~\$0.25M redesign fee or \$2.9M.
- 2) Delay (Escalation) and/ or Acceleration cost: Similar to above, there are delay costs every time there is a change in project direction which is "lost" (not recouped) when there is a new direction. A four-month delay in this project results in an added escalation fee of $\sim (4/12)(.04)(\$36,000,000)$ or \$480,000. Additionally, to keep the project completion on schedule, with redesign delays, we would have to accelerate the construction (require the contractor to complete in 3-4 months less time than normally allowed). This acceleration would almost definitely cost more than \$480,000.
- 3) Similar logic (for a lesser cost) applies for DGS Management and permitting expenses. We have "lost" personnel and other costs every time we proceed down a path which is later reversed.