

Resolution No.: 17-1221
 Introduced: September 16, 2014
 Adopted: October 7, 2014

**COUNTY COUNCIL
 FOR MONTGOMERY COUNTY, MARYLAND**

By: Council President at the request of the County Executive

SUBJECT: Amendment to the FY15-20 Capital Improvements Program and Supplemental Appropriation #4-S15-CMCG-1 to the FY15 Capital Budget Montgomery County Government Montgomery County Public Libraries Library Refurbishment Level of Effort (No. 711502), \$387,000

Background

1. Section 307 of the Montgomery County Charter provides that any supplemental appropriation shall be recommended by the County Executive who shall specify the source of funds to finance it. The Council shall hold a public hearing on each proposed supplemental appropriation after at least one week's notice. A supplemental appropriation that would comply with, avail the County of, or put into effect a grant or a Federal, State or County law or regulation, or one that is approved after January 1 of any fiscal year, requires an affirmative vote of five Councilmembers. A supplemental appropriation for any other purpose that is approved before January 1 of any fiscal year requires an affirmative vote of six Councilmembers. The Council may, in a single action, approve more than one supplemental appropriation. The Executive may disapprove or reduce a supplemental appropriation, and the Council may reapprove the appropriation, as if it were an item in the annual budget.
2. Section 302 of the Montgomery County Charter provides that the Council may amend an approved capital improvements program at any time by an affirmative vote of no fewer than six members of the Council.
3. The County Executive recommends the following capital project appropriation increases:

<u>Project Name</u>	<u>Project Number</u>	<u>Cost Element</u>	<u>Amount</u>	<u>Source of Funds</u>
Library Refurbishment		Construction	\$302,000	
Level of Effort	711502	Other	<u>\$85,000</u>	
TOTAL			\$387,000	State Aid

4. This increase is needed to incorporate the award of State Aid for this project. The recommended amendment is consistent with the criteria for amending the CIP because the project leverages significant non-County sources of funds. As indicated in the Project Description Form that was approved by the County Council this May, Montgomery County Public Libraries (MCPL) had applied for FY15 State Aid for refurbishment of the Twinbrook and Kensington Park branches, related to this project. MCPL recently received official notification from the Maryland State Department of Education that State Aid is approved for each project, in the amount of \$259,000 for the Kensington Park branch refurbishment and \$128,000 for the Twinbrook branch refurbishment.
5. The County Executive recommends an amendment to the FY15-20 Capital Improvements Program and a supplemental appropriation in the amount of \$387,000 for Library Refurbishment Level of Effort (No. 711502), and specifies that the source of funds will be State Aid.
6. Notice of public hearing was given and a public hearing was held.

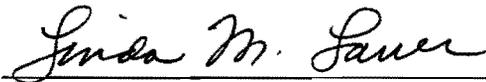
Action

The County Council for Montgomery County, Maryland, approves the following action:

The FY15-20 Capital Improvements Program of the Montgomery County Government is amended as reflected on the attached project description form and a supplemental appropriation is approved as follows:

<u>Project Name</u>	<u>Project Number</u>	<u>Cost Element</u>	<u>Amount</u>	<u>Source of Funds</u>
Library Refurbishment	711502	Construction	\$302,000	
Level of Effort		Other	<u>\$85,000</u>	
TOTAL			\$387,000	State Aid

This is a correct copy of Council action.



Linda M. Lauer, Clerk of the Council

Library Refurbishment Level of Effort (P711502)

Attachment to Resolution No.: 17-1221

Category: Culture and Recreation
 Sub Category: Libraries
 Administering Agency: General Services (AAGE29)
 Planning Area: Countywide

Date Last Modified: 3/6/14
 Required Adequate Public Facility: No
 Relocation Impact: None
 Status: Planning Stage

Total	Thru FY13	Est FY14	Total 6 Years	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	Beyond 6 Yrs
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EXPENDITURE SCHEDULE (\$000e)

Planning, Design and Supervision	1,550	0	0	1,550	200	250	250	275	275	300	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	9,900 8,600	0	0	9,900 8,600	1,000	1,500	1,800	1,800	1,800	2,000	0
Other	12,287 8,352	0	0	12,287 8,352	185	120	120	130	130	150	0
Total	14,900	0	0	14,900	1,395	1,870	2,205	2,205	2,450	0	

FUNDING SCHEDULE (\$000e)

G.O. Bonds	11,900	0	0	11,900	1,000	1,870	2,170	2,205	2,205	2,450	0
Total	11,900	0	0	11,900	1,000	1,870	2,170	2,205	2,205	2,450	0

APPROPRIATION AND EXPENDITURE DATA (\$000e)

Appropriation Request	FY 15	1,000
Appropriation Request Est.	FY 16	1,870
Supplemental Appropriation Request	FY 15	387
Transfer		0
Cumulative Appropriation		0
Expenditure / Encumbrances		0
Unencumbered Balance		0

Date First Appropriation	FY 15
First Cost Estimate	
Current Scope	FY 15
Last FY's Cost Estimate	0
Partial Closeout Thru	0
New Partial Closeout	0
Total Partial Closeout	0

Description

This level of effort project is intended to provide a structured process to ensure that library service stays "modern and current" and the building's infrastructure remains safe, efficient, and operationally effective. Work to be included within this project includes carpeting, painting, reorganizing interior layouts to create more useable space, updating toilet rooms, upgrading lighting to more energy efficient fixtures, replacing worn and unusable furniture, and implementing service and programmatic updates based on branch demographics and current library trends such as single service desks, computer labs, digital media labs, tutor or group study rooms, and emergent literacy areas. An evaluation of the major building systems (including the roof, major mechanical systems and windows), presence of asbestos or lead paint, condition of the parking lots, status of ADA compliance, and review of general building codes issues will begin the process to determine if the building is a candidate for refresh/refurbishment, or if the work is so extensive as to require a full building renovation. Work identified, but not contained within this project, may be completed within another facility level of effort project, including the Energy Conservation project. When appropriate, refurbishments will be coordinated with 21st Century Library Enhancements project work.

Estimated Schedule

Project will start in FY15 with refurbishment planning for two libraries with a goal to ramp up to three per year until all 21 libraries have been refurbished once. Twinbrook, Kensington Park, and Davis are three branches identified by Montgomery County Public Libraries and the Department of General Services as a high priority for refurbishment. The Potomac branch, having already received painting, re-carpeting, and a minor realignment of interior features in late FY12, will be assessed and tentatively scheduled for refurbishment along with all other library branches at the outset of the project.

Notice identifying the specific library projects to be refurbished must be given to Council at least 60 days before any design or construction funding is obligated or spent. The notice must include the anticipated scope of work, cost estimates, and an expenditure schedule programming PDS, construction, and other costs by fiscal year.

Justification

The Facilities Plan 2013-2016 calls for a programmatic evaluation of each branch on a three year cycle with the work to be completed by the fifth year. Many of the Libraries have not been updated for 20 years. This refurbishment of branches will ensure that the County's capital investments are protected by maintaining the Library Department's building infrastructure, that all new and required construction codes are addressed and implemented, that critical equipment and building systems are overhauled or replaced prior to failure, and that reorganization of internal space is completed to insure that space is fully utilized based on the needs of the community for programs and services. Rather than the two existing libraries that would have been fully renovated under the old approach, with this new approach, we will complete refurbishments on 17 libraries during the six year CIP period.

Fiscal Note was awarded

The County has applied for State Aid for FY15 for this project for refurbishment of Twinbrook and Kensington Park branches. (128,000) (259,000)

Disclosures

Expenditures will continue indefinitely.

Coordination

Department of General Services, Department of Public Libraries, Maryland State Department of Education