

AGENCY DESCRIPTION

Montgomery Community College provides postsecondary educational programs from campuses located in Takoma Park/Silver Spring, Rockville, and Germantown. It serves four broad groups of students:

- Those who want the first two years of a university education, either for an associate's degree or preparatory to another program;
- Those who want to prepare for a career not requiring a bachelor's degree;
- Highly capable high school juniors and seniors who participate in special programs; and
- Adults who want to continue their education, either to improve job skills or for personal enrichment.

The major sources of funding for Montgomery College are County support, State aid, tuition and fees, auxiliary enterprises, and continuing education. The College is chartered by the State of Maryland and functions as a part of the Maryland State community college system. Montgomery College has a policy of open admissions, which means that any person with the equivalent of a high school diploma, or the age of 18 or over, who can benefit from the programs and services of the College, is admitted as a student.

The development and administration of the educational programs and facilities of Montgomery Community College are directed by its President and overseen by the Board of Trustees.

PROGRAM DESCRIPTION AND OBJECTIVES

The Montgomery College FY19-24 CIP request consists of 25 active projects. The section following this narrative shows only the project description forms (PDFs) for which the Executive recommends changes to the College request. Those PDFs are preceded by project briefs that provide a description of the change and the Executive's rationale. The complete set of PDFs submitted by the College can be found on its web site at www.montgomerycollege.edu/Departments/budget/index.html

PROGRAM CONTACTS

Contact Kristina Schramm of Montgomery College at 240.567.4265 or Richard H. Harris of the Office of Management and Budget at 240.777.2795 for more information about this agency's capital budget.

CAPITAL PROGRAM REVIEW

Montgomery College Request

The College's FY19-24 capital program request totals \$324.4 million, a \$7.2 million or 2 percent decrease from the amended FY17-22 capital program of \$331.7 million. The College's plan for County funds, State funds, and Current Revenue includes constructing new buildings, renovating existing facilities, improving physical infrastructure, and maintaining the information technology network.

Changes from the previously approved CIP include:

- A new \$21.3 million project to renovate the College's Rockville, Takoma Park/Silver Spring, and Germantown libraries. Design would start in FY20 and the last library renovation would be completed in FY23;
- matching funds for state-allowed escalation where eligible (\$5.0 million);
- increases to three Level of Effort projects (\$4.8 million); and

• an increase to the Collegewide Physical Education Renovations project (\$1.5 million).

Executive Recommendations

The Executive recommends a total FY19-24 six-year CIP of \$281.2 million. This includes an increase of \$4.9 million in the first four years of the CIP, despite diminished County resources. In addition, \$83.5 million in new funding has been added in FY23 and FY24. The recommended level of funding reflects the completion or substantial completion for several large projects such as the Germantown Bioscience Education Center (\$93.1 million), the Germantown Science and Applied Studies Renovation (\$41.1 million), and Rockville Science West (\$35.3 million) and Rockville Science East (\$29.1 million) that have occurred in recent years, and also reflects FY18 Current Revenue: General savings plan reductions. Other significant changes from the the FY17-22 Amended CIP include:

- Construction of the Germantown Student Services Center entering the six-year period.
- Addition of the new Collegewide Libraries Renovation project. The County Executive has assumed the project will begin in FY23 to allow time to secure State support and to address affordability constraints.
- Construction funding for the Rockville Student Services construction is primarily budgeted prior to FY19.
- Other affordability adjustments which have been made to address reductions in G.O. Bonds and to maximize other capital
 budget resources. Unused fiscal capacity in the College's existing projects can help fund requested increases that the Executive
 has not been able to include in his recommended CIP.

HIGHLIGHTS

- Continue to address space deficits on the College's Rockville campus by funding final construction and equipment purchases for the new Rockville Student Services project, which will provide up-to-date centralized facilities and leverage significant State funding.
- Improve campus libraries with design and renovations scheduled to start in FY23.
- Continue design of the Takoma Park/Silver Spring Math & Science Center, with construction programmed in FY20.
- Improve campus athletic facilities through the Collegewide Physical Education Renovations project.
- Complete the Germantown Science & Applied Studies Phase 1 Renovation project (completion in Winter 2019).
- Sustain College infrastructure projects such as Elevator Modernization, Planned Lifecycle Asset Replacement, Roof Replacement, and Site Improvements to improve facilities and safety on all three campuses.
- Assume \$68.7 million in State aid, with \$7.2 million in FY19.

PROGRAM EXPENDITURES

The Executive's focus on educational excellence is evident by the Executive's recommended continued funding for Montgomery College. Since the College's full request is not affordable without jeopardizing other important priorities, priority has been given to projects that add classroom and laboratory space, leverage State Aid, provide critical student support services, and maintain core infrastructure. Full or partial funding has been provided for all 25 active projects requested by the College. The project receiving the biggest increase in funding is the Germantown Student Services Center due to construction entering the six-year period. The new Collegewide Libraries Renovation project also adds \$11.8 million to the six-year period. The total cost of the Collegewide Libraries Renovation project is \$21.3 million. The Executive sustains funding of infrastructure projects, such as ADA Compliance, Elevator Modernization, Capital Renewal: College, Energy Conservation: College, and Planned Lifecycle Asset Replacement: College.

PROGRAM FUNDING

The College finances its six year CIP using resources from five sources.

County General Obligation Bonds

The Executive's recommendation provides approximately \$119.3 million of general obligation bonds for the College's capital program.

County Current Revenue

The recommended CIP includes approximately \$90.5 million in current revenue funding to support various College infrastructure projects, roughly equal to the FY17-22 amended capital program. The recommended CIP also reflects FY18 savings plan reductions.

State Aid

The Executive's recommended CIP for the College includes State Aid of \$68.7 million for FY19-24, or approximately 24.4 percent of total program costs. The State of Maryland provides funding for the construction and renovation of State community colleges. The Annotated Code of Maryland says that a proposed capital project with a useful life of 15 years or more will be considered for funding, but projects that are primarily maintenance and repair will not be financed. However, a renovation project such as a roof repair that exceeds \$100,000 may be considered for State funding.

The State's Capital Improvement Program has programmed the Community College facilities Grant Program at \$60.0 million each year through FY20, then \$80.0 million thereafter. The Executive urges the College to continue pursuing State funding for all projects that meet the guidelines for funding from the Maryland Higher Education Commission. Historically, Montgomery College has received annually between 10% and 25% of available resources in the statewide grant.

Major Facilities Capital Projects Fund

The Executive's recommended CIP programs \$1.5 million in funding from the Major Facilities Capital Projects Fund (MFCPF). The student-fee derived fund is typically used for additions and renovations to non-administrative buildings, property, and debt service, spending that does not typically compete well for State funds. This allows the College to focus requests for State Aid on larger academic projects, like the Rockville Student Services project.

Transportation Fund

The CE's recommended FY19-24 CIP includes \$1.0 million from the College's Transportation fund, a student-fee derived fund that is used for improvements to roads, sidewalks, and signage.

ENROLLMENT

The total number of full-time equivalent students (30 credit load hours of instruction per year) enrolled in College credit programs in FY17 was 19,744. This figure is projected to increase modestly through FY24 to 20,459. Enrollments have fallen in recent years, and the college projects continued declines through FY20, and modest growth thereafter. Multiple factors affect enrollment projections, including:

- the number of graduates and the College's "draw rate" of Montgomery County Public Schools' high school graduates, which is roughly 25 percent;
- distance education enrollments;
- partnership with the Universities at Shady Grove and the growth of new degree programs;
- a change in the start date of Winter Term classes; and
- innovative class scheduling in both distance learning and on campus, "Completion Agenda Initiatives," and facility expansion and renovations, as well as parking enhancements that allow increased student capacity.

For details regarding enrollment estimates and assumptions, please refer to the "Enrollment Projections" chapter of the College's annual operating budget.

OPERATING BUDGET IMPACT

The enrollment forecast affects the College's operating budget because additional resources are required to maintain and operate any new facilities that are constructed or acquired. The College also would require funds to hire new faculty and staff to meet anticipated

demand for courses and support services. The College does not display expected operating budget needs on the PDFs, but ultimately, the operating budget requests of the college will be considered in the context of the operating budget requests of all agencies.

STATUTORY AUTHORITY

Title 16, Section 402, Annotated Code of Maryland, gives the County Council the power to make appropriations for capital projects of the College. Projects are financed under terms and conditions approved by the Council. In accordance with State law and the Montgomery County Charter, the College prepares an annual capital budget and capital improvements program.

EXECUTIVE RECOMMENDATION



Collegewide Library Renovations (P661901)

MARYLAND

Category Montgomery College Date Last Modified 12/15/17

SubCategory Higher Education Administering Agency Montgomery College
Planning Area Countywide Status Planning Stage

EXPENDITURE SCHEDULE (\$000s)

Cost Elements	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
Planning, Design and Supervision	1,750	-	-	1,290	-	-	-	-	890	400	460
Construction	17,500	-	-	8,900	-	-	-	-	-	8,900	8,600
Other	2,080	-	-	890	-	-	-	-	-	890	1,190
TOTAL EXPENDITURES	21,330	-	-	11,080	-	-	-	-	890	10,190	10,250

FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
G.O. Bonds	10,665	-	-	5,540	-	-	-	-	445	5,095	5,125
State Aid	10,665	-	-	5,540	-	-	-	-	445	5,095	5,125
TOTAL FUNDING SOURCES	21,330	-	-	11,080	-	-	-	-	890	10,190	10,250

COMPARISON (\$000s)

	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years	FY 19 Approp.
Prior Year Approved	-	-	-	-	-	-	-	-	-	-	-	-
Agency Request	21,330	-	-	21,330	-	890	10,190	4,960	5,290	-	-	-
Recommended	21,330	-	-	11,080	-	-	-	-	890	10,190	10,250	-

CHANGE	TOTAL	%	6-YEAR	%	APPROP.	%
Agency Request vs Prior Year Approved	21,330	-	21,330	-	-	-
Recommended vs Prior Year Approved	21,330	-	11,080	-	-	-
Recommended vs Agency Request	-	-	(10,250)	-48.1%	-	-

Recommendation

Approve with Modifications. Due to affordability constraints, the Executive's recommended CIP defers design and construction

from FY20 to FY23 and assumes the use of State Aid for half of the project costs. The County's bond capacity is limited and although library renovations are eligible for State Aid, the College's request assumes no State Aid for this project. This action defers the project into a more affordable time frame and allows time for the College to request State Aid.



Category Montgomery College Date Last Modified 12/15/17

SubCategory Higher Education Administering Agency Montgomery College
Planning Area Countywide Status Planning Stage

EXPENDITURE SCHEDULE (\$000s)

Cost Elements	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
Planning, Design and Supervision	1,750	-	-	1,750	-	890	400	460	-	-	-
Construction	17,500	-	-	17,500	-	-	8,900	4,000	4,600	-	-
Other	2,080	-	-	2,080	-	-	890	500	690	-	-
TOTAL EXPENDITURES	21,330	-	-	21,330	-	890	10,190	4,960	5,290	-	-

FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
G.O. Bonds	21,330	-	-	21,330	-	890	10,190	4,960	5,290	-	-
TOTAL FUNDING SOURCES	21,330	-	-	21,330	-	890	10,190	4,960	5,290	-	-

APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 19 Request	-	Year First Appropriation
Appropriation FY 20 Request	890	Last FY's Cost Estimate -
Cumulative Appropriation	-	
Expenditure / Encumbrances	-	
Unencumbered Balance	-	

Project Description

This project provides funding for the renovation of the libraries on Montgomery College's three campuses, specifically the Germantown Humanities and Social Sciences Building, the Rockville Macklin Tower Building, and the Takoma Park/Silver Spring Resource Center. An architecture firm has developed conceptual designs for the three campus libraries, and has identified improvements required to support organizational and service changes, and to modernize the libraries. The main library floors will be hubs of academic life at MC: dynamic spaces that will be student-centered, technology and service-driven, and will foster innovation. The upper floors will provide students with comfortable and quiet study spaces and smaller, curated collections to support their academic and career goals. Additional goals of this project is to meet the variety of student needs including group study, individual study, and silent study.

Project Justification

Both the Germantown Humanities and Social Sciences Building, and Takoma Park/Silver Spring Resource Center were

constructed in 1978, and are 39 years old. The Rockville Macklin Tower Building was constructed in 1971, and is 46 years old. All three of these buildings are outdated, space and service configuration is insufficient, employee workspaces are inadequate to promote collaboration with colleagues, as well as, support student success. In FY16, the MC Libraries had nearly 670,000 visitors, and ethnographic studies have shown that libraries are one of the places at MC where students can escape from work and family obligations to get homework and studying done. In addition, MC libraries provide students access to technology to be successful in their coursework. In FY16 the MC libraries computers, laptops, and tablets were used approximately 200,000 times by nearly 18,000 unique users. Providing computers, laptops, tablets, software, scanners, internet, and accessible software programs improves college affordability for students who wouldn't otherwise be able to afford those tools. The MC Libraries increasingly support educational excellence by embedding librarians and information literacy into classes with 7,600 students taught. Other relevant studies and plans include the Libraries Master Plan (2015), Montgomery College Libraries' Ethnographic Studies 2013-2016 (2016), Collegewide Master Plan 2013-2023 (2/16), Libraries Planning Study (6/17), and Libraries Planning Study Germantown Addendum (pending 9/17).

Other

FY19 Appropriation: 0. FY20 Appropriation: \$890,000 (G.O. Bonds).

Coordination

Macklin Tower Alterations (P036603)

EXECUTIVE RECOMMENDATION



Roof Replacement: College

(P876664)

Category Montgomery College Date Last Modified 01/08/18

SubCategory Higher Education Administering Agency Montgomery College
Planning Area Countywide Status Ongoing

EXPENDITURE SCHEDULE (\$000s)

Cost Elements	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
Planning, Design and Supervision	1,399	1,068	6	325	75	50	50	50	50	50	-
Construction	9,916	5,821	1,170	2,925	675	450	450	450	450	450	-
TOTAL EXPENDITURES	11,315	6,889	1,176	3,250	750	500	500	500	500	500	-

FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
G.O. Bonds	8,864	4,438	1,176	3,250	750	500	500	500	500	500	-
Current Revenue: General	1,248	1,248	-	-	-	-	-	-	-	-	-
State Aid	1,203	1,203	-	-	-	-	-	-	-	-	-
TOTAL FUNDING SOURCES	11,315	6,889	1,176	3,250	750	500	500	500	500	500	-

COMPARISON (\$000s)

	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years	FY 19 Approp.
Prior Year Approved	9,065	8,065	-	1,000	250	250	250	250	-	-	-	-
Agency Request	11,321	6,895	1,176	3,250	750	500	500	500	500	500	-	750
Recommended	11,315	6,889	1,176	3,250	750	500	500	500	500	500	-	750

CHANGE	TOTAL	%	6-YEAR	%	APPROP.	%
Agency Request vs Prior Year Approved	2,256	24.9%	2,250	225.0%	750	-
Recommended vs Prior Year Approved	2,250	24.8%	2,250	225.0%	750	-
Recommended vs Agency Request	(6)	-0.1%	-	-	-	-

Recommendation

Approve with Technical Modifications. A technical modification was made to the Thru FY17 column.



Category Montgomery College Date Last Modified 01/08/18

SubCategory Higher Education Administering Agency Montgomery College

Planning Area Countywide Status Ongoing

EXPENDITURE SCHEDULE (\$000s)

Cost Elements	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
Planning, Design and Supervision	1,405	1,074	6	325	75	50	50	50	50	50	-
Construction	9,916	5,821	1,170	2,925	675	450	450	450	450	450	-
TOTAL EXPENDITURES	11,321	6,895	1,176	3,250	750	500	500	500	500	500	-

FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
G.O. Bonds	8,870	4,444	1,176	3,250	750	500	500	500	500	500	-
Current Revenue: General	1,248	1,248	-	-	-	-	-	-	-	-	-
State Aid	1,203	1,203	-	-	-	-	-	-	-	-	-
TOTAL FUNDING SOURCES	11,321	6,895	1,176	3,250	750	500	500	500	500	500	-

APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 19 Request	750	Year First Appropriation	FY87
Appropriation FY 20 Request	500	Last FY's Cost Estimate	9,065
Cumulative Appropriation	8,065		
Expenditure / Encumbrances	6,940		
Unencumbered Balance	1,125		

Project Description

This project provides for the replacement/major repair of roofs and entrance canopies on buildings at all three campuses, including the addition of roof insulation as part of the replacement work. Project costs are based on comprehensive roof surveys of all College buildings completed in 2008. An update to this survey is underway, and anticipated to be completed in FY18.

Cost Change

Increase due to the new roofing survey (pending), and for the FY23, and FY24 level of effort addition.

Project Justification

The College has implemented a roof replacement/renovation program to respond to the aging of building roofs. The program

provides for the periodic evaluation of roofs on a four year cycle. The current roof replacement/major repair schedule delineates specific building projects.. Roofs requiring major renovation are generally ten years or older in age. In the initial replacement cycle, approximately 33% of the construction cost is for the addition of roof insulation on each building. Added insulation results in an average five year payback due to reduced energy costs and lower replacement costs of mechanical equipment retrofits in building renovations. This project is coordinated with the College's building renovation program and with the replacement of major roof-top building equipment. Related studies include the Collegewide Roof Surveys Update (pending fall 2017), a Collegewide Facilities Condition Assessment Update (12/13) and the Collegewide Master Plan 2013-2023 (2/16).

Other

FY19 Appropriation: \$750,000 (G.O. Bonds). FY20 Appropriation: \$500,000 (G.O. Bonds). By County Council Resolution #12-663, the cumulative project appropriation was reduced by \$65,000 in FY92. In addition, the State share was reduced by \$65,000 in FY92. FY87-FY91, and FY93 project funding was 100% current revenue. FY92 funding was current revenue and State aid. No appropriations were made to this project in FY94 and FY95. In FY96, funding was changed to G.O Bonds and State aid. State aid applies only to roof replacement design and construction. Roof surveys are 100% County G.O. Bond funded.

Disclosures

Expenditures will continue indefinitely. Montgomery College asserts that this project conforms to the requirement of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.

Coordination

Energy Conservation (CIP No. P816611), Planned Lifecycle Asset Replacement: College (CIP No. P926659), FY18 -- Collegewide Roof Surveys & Major Repairs, which will also determine next sequence of projects.



Category
SubCategory
Planning Area

Montgomery College Higher Education

Countywide

Date Last Modified Administering Agency 01/10/18

Montgomery College

Ongoing

EXPENDITURE SCHEDULE (\$000s)

Cost Elements	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
Other	(7,664)	-	(2,263)	(32,979)	(3,623)	(870)	(1,350)	(1,750)	(550)	(24,836)	27,578
TOTAL EXPENDITURES	(7,664)	-	(2,263)	(32,979)	(3,623)	(870)	(1,350)	(1,750)	(550)	(24,836)	27,578

FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY17	Est FY18	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Beyond 6 Years
G.O. Bonds	(5,097)	-	-	(18,886)	(3,583)	(560)	(800)	(1,000)	(400)	(12,543)	13,789
Current Revenue: General	(2,683)	-	(2,263)	(420)	(70)	(70)	(70)	(70)	(70)	(70)	-
State Aid	116	-	-	(13,673)	30	(240)	(480)	(680)	(80)	(12,223)	13,789
TOTAL FUNDING SOURCES	(7,664)	-	(2,263)	(32,979)	(3,623)	(870)	(1,350)	(1,750)	(550)	(24,836)	27,578

APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 19 Request	(5,886)	Year First Appropriation
Appropriation FY 20 Request	(1,760)	Last FY's Cost Estimate -
Cumulative Appropriation	-	
Expenditure / Encumbrances	-	
Unencumbered Balance	-	

Project Description

This project description form (PDF) is used to reconcile Montgomery College's capital budget requests with affordability and the County's bond capacity.

Cost Change

This project reconciles the County Executive's recommended FY19-24 CIP with the College's request based on FY19-24 affordability constraints. FY18 reductions in Current Revenue: General reflect projected savings from the FY18 Savings Plan necessitated by County revenue shortfalls.

The intent of the Affordability Project is to provide maximum flexibility to the College in adjusting specific budgets. Potential opportunities include:

Pursuing maximum State Aid for costs incurred for the Germantown Student Services Building and the Collegewide

Libraries Renovation project.

- Splitting construction for the Germantown Student Services Building over two years as has been past practice.
- Funding requested Level of Effort project and escalation increases from unencumbered balances in other projects.

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Disclosures

Montgomery College asserts that this project conforms to the requirement of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.

FY 19-24 Full CIP Agency 6-Year Request Compared to Executive Recommended Montgomery College

Project Name (Project Number)	Agency Request	Executive Recommended
Higher Education		_
ADA Compliance: College (P936660)	300	300
Bioscience Education Center (P056603)	200	200
Capital Renewal: College (P096600)	12,000	12,000
College Affordability Reconciliation (P661401)	-	(32,979)
Collegewide Library Renovations (P661901)	21,330	11,080
Collegewide Physical Education Renovations (P661602)	1,500	1,500
Collegewide Road/Parking Lot Repairs and Replacements (P661801)	1,000	1,000
Computer Science Alterations (P046602)	(267)	(267)
Elevator Modernization: College (P056608)	2,000	2,000
Energy Conservation: College (P816611)	750	750
Facility Planning: College (P886686)	1,620	1,620
Germantown Observation Drive Reconstruction (P096604)	50	50
Germantown Science & Applied Studies Phase 1-Renov (P136600)	467	467
Germantown Student Services Center (P076612)	56,768	56,768
Information Technology: College (P856509)	51,000	51,000
Instructional Furniture and Equipment: College (P096601)	1,620	1,620
Macklin Tower Alterations (P036603)	2,000	2,000
Network Infrastructure and Support Systems (P076619)	22,800	22,800
Network Operating Center/Datacenter (P076618)	-	-
Planned Lifecycle Asset Replacement: College (P926659)	24,000	24,000
Planning, Design & Construction (P906605)	10,776	10,776
Rockville Parking Garage (P136601)	200	200
Rockville Student Services Center (P076604)	11,491	11,491
Roof Replacement: College (P876664)	3,250	3,250
Science West Building Renovation (P076622)	200	200
Site Improvements: College (P076601)	4,200	4,200
Student Learning Support Systems (P076617)	8,400	8,400
Takoma Park/Silver Spring Math & Science Center (P076607)	86,766	86,766