

#### PROGRAM DESCRIPTION AND OBJECTIVES

Montgomery County Public Libraries (MCPL) provides equitable access to information, ideas, and experiences that spark imagination and expand possibilities for all. The Department's libraries are an essential component of a just and equitable community, where all can thrive and grow.

MCPL provides library services throughout the County in 21 branch libraries and one Montgomery County Correctional Facility Library. MCPL's branches provide over 540,000 square feet of space for services, in branches that range in size from 925 to over 82,000 square feet. MCPL provides service in a historic building at the Noyes Library for Young Children.

The 21 Library branches provide access to library services, including 638 public access computers, meeting rooms, individual and group study rooms, seating, Wi-Fi Internet access, and other service features. Some branches include features such as Assistive Technology Workstations, Discovery Rooms (reservable rooms for children to learn through play), and collaborative learning spaces managed by MCPL partners such as KIDMuseum (a makerspace experience for children) and the Gilchrist Center that serves new Americans.

MCPL offers a collection of over 1.8 million physical books and media, and 1.96 million electronic books, audiobooks, music, magazines, and other viewable or downloadable materials. MCPL also creates useful content and provides services via its Web Page and social media platforms.

Branch-specific materials collections, technology, service delivery models, and interior geography are reviewed, modernized, and realigned via the Library Refurbishment project or during new building construction projects, such as the Clarksburg Library project in this Capital Improvements Program (CIP). In addition, system-wide technology and other service features are modernized via the 21st Century Library Enhancement project. The mix of books, media, physical features, and technologies used for each branch is determined by analysis of the needs of each community via demographic analysis, the physical characteristics of the buildings and sites, and resource constraints.

MCPL recognizes the need to more responsively adapt library services to rapid changes in technology and the increasing diversity of its customers and their needs. This CIP continues the strategic approach to modernizing library branches, investing in system-wide technology and services infrastructure, and developing a faster, more targeted approach to physical and programmatic changes to libraries.

## **HIGHLIGHTS**

- Fund design and construction of a new library in Clarksburg, including funds for the evaluation and purchase of an alternate site.
- Plan and construct six refresh projects over the FY25-30 CIP cycle. Refurbishments planned during the six-year planning period are Damascus Library, Silver Spring Library, Twinbrook Library, Rockville Library, Gaithersburg Library, and Olney Library. State Aid was also provided for a shade structure for Long Branch Library.
- Continue implementation of a 21st Century Library Enhancements project that will allow Public Libraries to respond to customer demands and library trends that require changes in the equipment and related furnishings of library buildings.

## PROGRAM CONTACTS

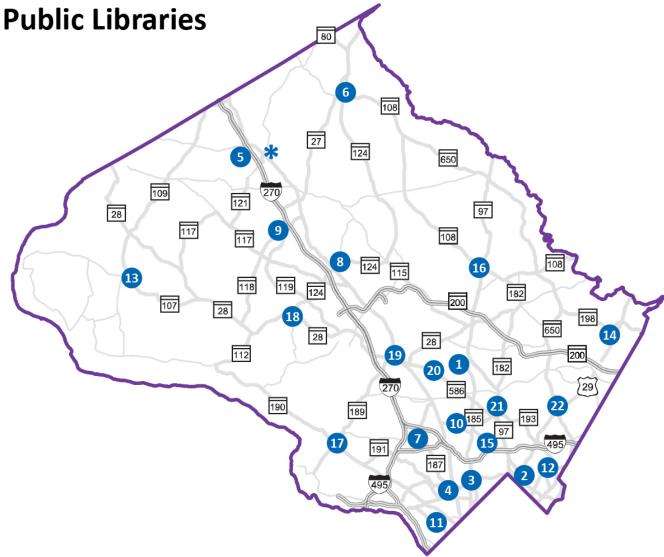
Contact Angelisa Hawes of the Department of Public Libraries at 240.777.0022 or Deborah Lambert of the Office of Management and

Budget at 240.777.2794 for more information regarding this department's capital budget.

### CAPITAL PROGRAM REVIEW

Five projects totaling \$70.2 million comprise the recommended FY25-30 CIP for Public Libraries. This represents an increase of \$25.1 million, or 55.5% percent, from the amended FY23-28 total six-year cost of \$45.1 million. The cost increase results primarily from a new cost estimate for the Clarksburg Library and funding provided for the evaluation and purchase of an alternate site for this library, the movement of costs for the Chevy Chase Library and Redevelopment project into the six-year period, and escalation of cost for the Library Refurbishment level of effort project. The Public Libraries FY25-30 CIP is funded primarily by general obligation bonds. Current revenue is generally used for the technology and minor building modifications that do not qualify for bond funding. The Department of Public Libraries also actively pursues State Aid for its capital projects.





- 1 Aspen Hill
- 2 Brigadier General Charles E. McGee
- 3 Chevy Chase
- 4 Connie Morella
- 5 Correctional Facility
- 6 Damascus

- 7 Davis
- 8 Gaithersburg
- 9 Germantown
- 10 Kensington Park
- 11 Little Falls
- 12 Long Branch

- 13 Maggie Nightingale
- 14 Marilyn J. Praisner
- 15 Noyes Library for Young Children
- 16 Olney
- 17 Potomac

- 18 Quince Orchard
- 19 Rockville Memorial
- 20 Twinbrook
- 21 Wheaton
- 22 White Oak
- \* Clarksburg (Proposed)



# 21st Century Library Enhancements Level Of Effort

(P711503)

Category Culture and Recreation Date Last Modified 12/28/23
SubCategory Libraries Administering Agency General Services

Planning Area Countywide Status Ongoing

#### **EXPENDITURE SCHEDULE (\$000s)**

Cost Elements	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
Planning, Design and Supervision	202	35	77	90	15	15	15	15	15	15	-
Construction	3,615	724	1,469	1,422	237	237	237	237	237	237	-
Other	9,002	5,500	352	3,150	525	525	525	525	525	525	-
TOTAL EXPENDITURES	12,819	6,259	1,898	4,662	777	777	777	777	777	777	-

#### FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
Current Revenue: General	12,594	6,034	1,898	4,662	777	777	777	777	777	777	-
G.O. Bonds	225	225	-	-	-	-	-	-	-	-	-
TOTAL FUNDING SOURCES	12,819	6,259	1,898	4,662	777	777	777	777	777	777	-

#### APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 25 Request	777	Year First Appropriation	FY15
Appropriation FY 26 Request	777	Last FY's Cost Estimate	11,457
Cumulative Appropriation	8,157		
Expenditure / Encumbrances	6,801		
Unencumbered Balance	1,356		

## PROJECT DESCRIPTION

This level of effort project is intended to maintain and keep technology current in existing libraries by updating technology and technology support systems. When appropriate, upgrades will be coordinated with Library Refurbishment project work.

## ESTIMATED SCHEDULE

Project started in FY15 and work will progress on an as needed basis.

## **COST CHANGE**

Added FY29 and FY30 costs to this level of effort project.

## PROJECT JUSTIFICATION

This funding will allow the Department of Public Libraries, Department of General Services, and Department of Technology and Enterprise Business Solutions to respond to customer demands and library trends that require changes in the equipment and related furnishings of library buildings. This includes the provision of new equipment such as loanable laptops, upgraded self-checkout machines, security cameras, badge access doors, and modifying service desks to provide single points of service. It will also provide funding for necessary upgrades of electrical and data connections as improvements are made to the services and programs. This project will improve the level of service to the community by keeping the library system more current and responsive to the needs of the community. Rather than the current 30+ year cycle of renovations, funds will be available to modify technology on a much shorter timeframe.

#### FISCAL NOTE

Funds have occasionally been moved from this CIP budget to the Library operating budget to accommodate ongoing operating budget impacts from this project. Beginning in FY20, \$118,000 was shifted to the Library operating budget. Beginning in FY21, another \$156,000 was shifted to the Library operating budget. Beginning in FY23, \$93,000 was shifted to the Library operating budget. Beginning in FY24, \$164,000 was shifted to the Library operating budget. Beginning in FY25, \$48,000 will be shifted to the Library operating budget.

### **DISCLOSURES**

Expenditures will continue indefinitely.

## COORDINATION

Department of General Services, Department of Public Libraries, and Department of Technology and Enterprise Business Solutions.



# Chevy Chase Library and Redevelopment (P712301)

Category Culture and Recreation Date Last Modified 01/03/24

SubCategory Libraries Administering Agency General Services

Planning Area Bethesda-Chevy Chase and Vicinity Status Planning Stage

#### EXPENDITURE SCHEDULE (\$000s)

Cost Elements	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
Planning, Design and Supervision	1,304	-	-	1,304	-	-	160	514	630	-	-
Construction	3,905	-	-	3,905	-	-	-	-	3,905	-	-
Other	620	-	-	620	-	-	-	-	620	-	-
TOTAL EXPENDITURES	5,829	-	-	5,829	-	-	160	514	5,155	-	-

#### FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
G.O. Bonds	5,829	-	-	5,829	-	-	160	514	5,155	-	-
TOTAL FUNDING SOURCES	5,829	-	-	5,829	-	-	160	514	5,155	-	-

#### APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 25 Request	-	Year First Appropriation	
Appropriation FY 26 Request	-	Last FY's Cost Estimate	5,829
Cumulative Appropriation	-		
Expenditure / Encumbrances	-		
Unencumbered Balance	-		

#### PROJECT DESCRIPTION

The Chevy Chase Library was originally included in the approved Library Refurbishment Level of Effort (LOE) Capital Improvement Project (CIP). This project will provide a new library with a mixed-use development at the site of the existing library.

## **LOCATION**

8005 Connecticut Avenue, Chevy Chase, Maryland 20815

## ESTIMATED SCHEDULE

Design development to begin in FY27 and construction in FY29.

## FISCAL NOTE

Library Refurbishment Level of Effort (P711502) project costs are reduced in FY25 to FY28 since Chevy Chase Library costs were moved to this standalone project.

## **DISCLOSURES**

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

### COORDINATION

Department of General Services, Department of Public Libraries, Maryland State Department of Education, and Department of Technology and Enterprise Business Solutions.



CategoryCulture and RecreationDate Last Modified01/10/24SubCategoryLibrariesAdministering AgencyGeneral ServicesPlanning AreaClarksburg and VicinityStatusPlanning Stage

#### EXPENDITURE SCHEDULE (\$000s)

Cost Elements	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
Planning, Design and Supervision	4,937	8	569	4,360	1,052	1,275	1,202	831	-	-	-
Site Improvements and Utilities	5,656	-	3,500	2,156	-	980	1,176	-	-	-	-
Construction	20,172	-	-	20,172	-	9,169	11,003	-	-	-	-
Other	2,975	-	-	2,975	-	1,352	1,623	-	-	-	-
TOTAL EXPENDITURES	33,740	8	4,069	29,663	1,052	12,776	15,004	831	-	-	-

#### FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
G.O. Bonds	33,740	8	4,069	29,663	1,052	12,776	15,004	831	-	-	-
TOTAL FUNDING SOURCES	33,740	8	4,069	29,663	1,052	12,776	15,004	831	-	-	-

#### OPERATING BUDGET IMPACT (\$000s)

Impact Type	6	Total Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Maintenance		285	-	-	-	95	95	95
Energy		168	-	-	-	56	56	56
Program-Staff		3,807	-	-	-	1,269	1,269	1,269
Program-Other		1,806	-	-	-	1,202	302	302
NET IMPACT	6	6,066	-	-	-	2,622	1,722	1,722
FULL TIME EQUIVALENT (FTE)			-	-	-	15	15	15

#### APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 25 Request	2,781	Year First Appropriation	FY23
Appropriation FY 26 Request	23,476	Last FY's Cost Estimate	15,363
Cumulative Appropriation	7,283		
Expenditure / Encumbrances	8		
Unencumbered Balance	7,275		

## PROJECT DESCRIPTION

This project provides for the design and construction of a library located in Clarksburg, as outlined in the Clarksburg Master Plan, and appropriate to the needs of the community.

#### LOCATION

To be determined. The following Clarksburg locations are being considered: Clarksburg Square Road and Public House Road; and MD 355 and Stringtown Road.

## ESTIMATED SCHEDULE

Design development will begin in FY24, and construction will start in FY26.

## **COST CHANGE**

Updated cost estimate. Funding provided for evaluation and purchase of alternate site for this library.

#### PROJECT JUSTIFICATION

The Department's Strategic Facilities Plan (1998 - 2003) recognized the need for library services in the Clarksburg area, including a needs assessment completed in 2001. The Department confirms that the Clarksburg area continues to meet the criteria for a new facility, as outlined in the Department's Facilities Plan 2013-2016. The Clarksburg population is expected to increase from 13,766 in 2010 to almost 40,000 by 2025. The closest library is the Germantown branch, which opened in 2007. The library will serve as the community connection hub to ideas, learning, and the exchange of information. It will improve the community through facilitating knowledge creation, informing the community, and inspiring lifelong learning and collaboration.

## FISCAL NOTE

Dedication of a 1.1 acre site was approved by the Montgomery County Planning Board on July 23, 2015, as part of the developer Third Try LLC's design for the site plan for the unbuilt portions of the Town Center on the east and west sides of the development. Associated parking was to be provided by the developer. Funding provided in an FY24 Supplemental for evaluation and purchase of an alternate site at the corner of MD 355 and Stringtown Road in Clarksburg. FY24 supplemental provides G.O. Bonds for the amount of \$3,624,000 and acceleration of FY25 appropriation in the amount of \$3,206,000 to sign design contract.

## COORDINATION

Maryland-National Capital Park and Planning Commission, Department of General Services, Department of Technology and Enterprise Business Solutions, Department of Permitting Services, WSSC Water, Clarksburg Town Center Development District, Department of Public Libraries, Upcounty Regional Service Center, Department of Housing and Community Affairs. Special Capital Projects Legislation will be proposed by the County Executive.

CategoryCulture and RecreationDate Last Modified12/12/23SubCategoryLibrariesAdministering AgencyGeneral ServicesPlanning AreaCountywideStatusOngoing

#### EXPENDITURE SCHEDULE (\$000s)

Cost Elements	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
Planning, Design and Supervision	13,818	5,194	706	6,655	1,001	984	1,097	1,279	1,162	1,132	1,263
Site Improvements and Utilities	623	67	556	-	-	-	-	-	-	-	-
Construction	31,179	9,646	481	16,291	3,342	3,202	1,840	3,169	3,998	740	4,761
Other	6,207	1,885	-	3,553	1,056	433	307	661	888	208	769
TOTAL EXPENDITURES	51,827	16,792	1,743	26,499	5,399	4,619	3,244	5,109	6,048	2,080	6,793

#### FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
G.O. Bonds	46,853	12,874	687	26,499	5,399	4,619	3,244	5,109	6,048	2,080	6,793
Recordation Tax Premium (MCG)	1,035	1,035	-	-	-	-	-	-	-	-	-
State Aid	3,939	2,883	1,056	-	-	-	-	-	-	-	-
TOTAL FUNDING SOURCES	51,827	16,792	1,743	26,499	5,399	4,619	3,244	5,109	6,048	2,080	6,793

#### APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 25 Request	5,399	Year First Appropriation	FY15
Appropriation FY 26 Request	1,085	Last FY's Cost Estimate	34,627
Cumulative Appropriation	23,683		
Expenditure / Encumbrances	17,601		
Unencumbered Balance	6,082		

## PROJECT DESCRIPTION

The Library Refurbishment Level of Effort (LOE) project provides a structured process to modernize all 21 library branches over 20 years with new technologies and service delivery improvements that reflect the latest in 21st century library trends at much less costs than renovations. The improvements include renovated restrooms, creating group collaboration rooms, providing new sit / stand ergonomic service desks, prekindergarten early literacy display elements, new water fountains with bottle filling features, and a general esthetic refurbishment of new paint, carpet and other flooring, and some furnishings. With the addition of funding from the 21st Century Library Level of Effort project, electric connectivity at many tables and seating groups and loanable laptops are provided.

## **ESTIMATED SCHEDULE**

The Library Refurbishment LOE started in FY15. Refurbishments per fiscal year are scheduled to complete the facility assessment of one library, design of one library, and the construction of one library per fiscal year. This will enable all 21 libraries to be refurbished by FY29 where the cycle would start over again. The Library Department identifies the libraries to be refurbished 18 months in advance before the planning and design begins, so that applications for state grant funding can be submitted. Notice identifying the specific library projects for the given fiscal year must be provided to Council at least 60 days before any funding is obligated or spent. The notice to Council includes the scope of work, cost estimate, and expenditure schedule for planning design and supervision, construction, and other costs by fiscal year.

#### **COST CHANGE**

Updated projects list, schedules, and escalation.

#### PROJECT JUSTIFICATION

Until the implementation of these projects, many of the County Libraries have not been updated in 20 years. The Library Refurbishment LOE will ensure that all libraries are refurbished and updated on a scheduled basis. This will ensure that the libraries continue to meet the community's needs for programs, services, and facilities. The Library Refurbishment projects enable the County to update more libraries over a shorter period with less money than the old approach of renovating only 1 or 2 libraries. Refurbishments also help avoid future major renovations on many buildings.

## FISCAL NOTE

FY15 Supplemental in State Aid for \$387,000 was approved for this project for the refurbishment of Twinbrook (\$128,000) and Kensington Park (\$259,000) branches. FY16 Supplemental in State Aid for \$800,000 was approved for this project for the refurbishment of Davis (\$400,000) and Little Falls (\$400,000) branches. FY17 Supplemental in State Aid for \$1,500,000 was approved for this project for the refurbishment of the then Bethesda, now Connie Morella, (\$500,000), Quince Orchard (\$500,000), and White Oak (\$500,000) branches. Amended FY18 for State Aid of \$200,000 for the refurbishment of Long Branch (\$100,000) and Marilyn Praisner (\$100,000) branches. Cost estimates will be refined after facility assessments are completed. Recordation Tax Premium will be used to cover the costs to renovate the Maggie Nightingale Library. In FY23, FY25 to FY28 costs were reduced because the Chevy Chase Library refurbishment costs were reflected instead in the Chevy Chase Library and Redevelopment project. Amended FY24 for State Aid of \$500,000 for Damascus Library and Senior Center and \$555,600 for Long Branch Library Building and Site Improvements.

## **DISCLOSURES**

A pedestrian impact analysis will be performed during design or is in progress. Expenditures will continue indefinitely. The County Executive 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

Department of General Services, Department of Public Libraries, Maryland State Department of Education, and Department of Technology & Enterprise Business Solutions.



# Noyes Library for Young Children Rehabilitation and Renovation

(P711704)

Category Culture and Recreation Date Last Modified 12/27/23
SubCategory Libraries Administering Agency Public Libraries

Planning Area Kensington-Wheaton Status Final Design Stage

### EXPENDITURE SCHEDULE (\$000s)

Cost Elements	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
Planning, Design and Supervision	1,240	691	368	181	151	30	-	-	-	-	-
Site Improvements and Utilities	362	21	-	341	341	-	-	-	-	-	-
Construction	2,907	-	-	2,907	2,907	-	-	-	-	-	-
Other	112	-	-	112	112	-	-	-	-	-	-
TOTAL EXPENDITURES	4,621	712	368	3,541	3,511	30	-	-	-	-	-

#### FUNDING SCHEDULE (\$000s)

Funding Source	Total	Thru FY23	Est FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
Contributions	1,475	86	368	1,021	1,021	-	-	-	-	-	-
Current Revenue: General	500	-	-	500	500	-	-	-	-	-	-
G.O. Bonds	2,389	369	-	2,020	1,990	30	-	-	-	-	-
PAYGO	257	257	-	-	-	-	-	-	-	-	-
TOTAL FUNDING SOURCES	4,621	712	368	3,541	3,511	30	-	-	-	-	-

#### OPERATING BUDGET IMPACT (\$000s)

Impact Type	6	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Maintenance		35	-	7	7	7	7	7
Energy		20	-	4	4	4	4	4
Program-Staff		1,215	-	243	243	243	243	243
Program-Other		655	-	251	101	101	101	101
NET IMPACT		1,925	-	505	355	355	355	355
FULL TIME EQUIVALENT (FTE)			-	2.75	2.75	2.75	2.75	2.75

#### APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 25 Request	84	Year First Appropriation	FY17
Appropriation FY 26 Request	30	Last FY's Cost Estimate	4,621
Cumulative Appropriation	4,507		
Expenditure / Encumbrances	1,021		

#### APPROPRIATION AND EXPENDITURE DATA (\$000s)

Unencumbered Balance

3,486

#### PROJECT DESCRIPTION

This project will provide for a comprehensive rehabilitation of this historic library to include conversion of the attic into a finished second floor, renovation of the first floor, and the addition of a finished basement, an elevator, Americans with Disabilities Act (ADA) compliant restrooms, and egress stairs. The rehabilitated facility will be able to accommodate more attendees and more types of programming and services than are possible in the current facility.

#### LOCATION

10237 Carroll Place, Kensington, Maryland 20895.

#### ESTIMATED SCHEDULE

Design is completed. Project is deferred for one year due to the need to rebid the project.

#### PROJECT JUSTIFICATION

The Noyes Library is a small, historically-designated library with services specifically focused on pre-kindergarten education and early childhood (infants through approximately age 8). The small scale and intimate setting of the library are unique and provide a signature experience for children, but the building is not ADA compliant. In 2010, the County proposed a modest effort that would have addressed the ADA issues in the most basic manner possible, as well as made small changes to the library layout that would have positively impacted programming and service offerings. Since that time, the County and the Foundation discussed a more comprehensive rehabilitation of the Noyes Library for Young Children that preserved the library's unique, small-scale, intimate experience, while making substantial improvements to the building that supported use by persons with disabilities, new space for program preparatory and collection work by staff, and additional space for programs. Via this project, the County Executive is proposing a partnership to support this enhanced vision of the Noyes Library for Young Children.

## FISCAL NOTE

Originally, the project was to be funded by County General Obligation (GO) Bonds and private funds that would be raised by the Noyes Children's Library Foundation according to the requirements of the Memorandum of Understanding (MOU) between the County and the Noyes Children's Library Foundation which codified the fundraising and project plan. In addition, Current Revenue funding of \$300,000 in FY17 and \$200,000 in FY18 was moved from Capital Improvement Grants for the Arts and Humanities from Cost Sharing project P720601. The construction phase was not to begin until the Noyes Children's Library Foundation completed its fund raising and provided the construction funding in full to the County. An increased cost share related to the project's cost increase was required to be negotiated per the terms of the Memorandum of Understanding between the County and the Noyes Children's Library Foundation. In FY23, the County agreed to contribute an additional \$885,000 for the project. In concert with the Foundation's reported \$950,000 in fund raising proceeds and an additional \$525,000 in FY23 State Aid, this will fully fund the project.

## DISCLOSURES

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

## COORDINATION

Department of Public Libraries, Department of General Services, Noyes Children's Library Foundation, Maryland-National Capital Park and Planning Commission, Montgomery County Parks, Mid-County Regional Services Center, WSSC Water, Pepco, Town of Kensington Park, and Maryland Historic Trust.