

HHS COMMITTEE #1
October 2, 2014
Worksession

MEMORANDUM

September 30, 2014

TO: Health and Human Services Committee

FROM: Vivian Yao, Legislative Analyst *vy*

SUBJECT: **Worksession** – Amendment to the FY15-20 Capital Improvements Program and Supplemental Appropriation to the FY15 Capital Budget
Montgomery County Government
Montgomery County Public Libraries

The County Executive requested an amendment to the FY15 Capital Budget for Montgomery County Public Libraries in the amount of \$387,000 for the Library Refurbishment Level of Effort Project on August 12 (transmittal attached at ©1). A draft appropriation resolution is attached at ©3-4, and a draft amended Project Description Form for the Library Refurbishment Level of Effort Project is attached at ©5.

State Aid Funding

The recommended appropriation will fund refurbishment efforts in FY15 at the two libraries. The increased funding results from State aid awards of \$259,000 for the Kensington Park Library refurbishment and \$128,000 for the Twinbrook Library refurbishment. The Committee has not previously reviewed the two library refurbishment projects at which the supplemental appropriation is targeted.

MCPL received official notification from the Maryland State Department of Education about the awards in the letters attached at ©6-7. The State aid awards are contingent upon certification of local matching funds, and the letter certifying the County's match is attached at ©8. A description of eligible expenditures and local match requirements is attached at ©9-10.

Funding for the two refurbishment projects comes from three sources: Library Refurbishment Level of Effort CIP project (which would include funding proposed in the supplemental appropriation being considered by the Committee); 21st Century Library Enhancements Level of Effort CIP project, and ADA Compliance Unit.

Project Description

The Kensington Park Library refurbishment project includes a redesign of the children's room, creating a single services desk and two cooperative group study rooms, remodeled restrooms, improvements to the staff lounge, painting, carpeting, upgrading wifi, adding

electrical outlets, and ADA improvements. A list of project tasks planned for the Kensington Park Library is attached at ©11-13

The Twinbrook Library refurbishment project includes creating two small multipurpose rooms and a dedicated teen space, modifying the information desk, remodeling restrooms, new flooring, painting, security cameras and ID badge reader access, a PA system, improvements to the staff lounge, upgrading wifi, adding electrical outlets, and ADA improvements. A list of project tasks planned for the Kensington Park Library is attached at ©14-15.

The work plans for the two projects take into account the funding from State aid which is the subject of the supplemental appropriation being reviewed by the Committee.

Executive staff has stated that construction requiring the libraries to be closed will be completed before July 1, 2015, if a building permit is not required. Both branches will be closed for approximately 4 months, probably starting in the February or March 2015 timeframe. The refresh projects, which are a key element of the Department's FY13-16 Strategic Facilities Plan, were MCPL's way of addressing identified needs for 21st Century buildings without having the facilities closed for two or three years.

Community Input

Over the last several years, MCPL staff reports hearing from the community about its desire to have upgrades to the facilities, including painting, re-carpeting, addition of collaborative spaces, and more seating. MCPL has received feedback in different ways including written comments and suggestions through its website, customer ideas provided to staff and transmitted to the Department via email and the Engage MCPL form, staff feedback, and input from local Library Advisory Committees (LACs) and local Friends of the Library (FOL) chapter members. The Department reports that the feedback it has received supports the changes being recommended as part of the Library Refurbishment Level of Effort CIP projects at both libraries.

Before approving the supplemental appropriation, the Committee may be interested in hearing about the customer feedback received by MCPL about desired upgrades and the Department's thinking in prioritizing the planned project tasks over other requested upgrades given limited funding and time constraints.

BUD, FIN &
ECON DEV



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OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

RECEIVED
MONTGOMERY COUNTY
EXECUTIVE

MEMORANDUM

August 12, 2014

TO: Craig Rice, President
County Council

FROM: Isiah Leggett, 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

I am recommending a supplemental appropriation to the FY15 Capital Budget and amendment to the FY15-20 Capital Improvements Program (CIP) in the amount of \$387,000 for Library Refurbishment Level of Effort (No. 711502). Appropriation for this project will fund refurbishment efforts in FY15 at the Kensington Park and Twinbrook branches of Montgomery County Public Libraries (MCPL).

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 since 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, 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: \$259,000 for the Kensington Park branch refurbishment and \$128,000 for the Twinbrook branch refurbishment.

Per the requirements of the project, MCPL sent a memorandum to you on July 25, 2014, describing the proposed expenditure schedule and scope of work for the Kensington Park and Twinbrook refurbishments during FY15. That memorandum assumed the addition of this State Aid into the Project.

Craig Rice, President
August 12, 2014
Page 2

I recommend the County Council approve this supplemental appropriation and amendment to the FY15-20 Capital Improvements Program in the amount of \$387,000 and specify the source of funds as State Aid.

I appreciate your prompt consideration of this action.

IL:eac

Attachment:

Amendment to the FY15-20 Capital Improvements Program and Supplemental Appropriation #4-S15-CMCG-1

cc: Timothy L. Firestine, Chief Administrative Officer
B. Parker Hamilton, Director, Montgomery County Public Libraries
David Dise, Director, Department of General Services
Jennifer Hughes, Director, Office of Management and Budget
Rita W. Gale, Public Services Administrator for Facilities and Strategic Planning,
Montgomery County Public Libraries
Ernest Lunsford, Chief, Building Design and Construction, Department of General
Services
Anjali Gulati, Project Manager, Building Design and Construction, Department of
General Services
Mary Beck, Capital Improvements Program, Office of Management and Budget
Deborah Lambert, Management and Budget Specialist, Office of Management and
Budget
Vivian Yao, Legislative Analyst, Montgomery County Council

Resolution: _____
Introduced: _____
Adopted: _____

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	\$85,000	
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)

Category: Culture and Recreation
 Sub Category: Libraries
 Administering Agency: General Services (AAGE20)
 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
EXPENDITURE SCHEDULE (\$000s)											
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	0	0	9,900	1,500	1,800	1,800	1,800	1,800	2,000	0
Other	12,287	0	0	12,287	120	120	130	130	130	150	0
Total	11,900	0	0	11,900	1,820	2,170	2,280	2,280	2,280	2,480	0

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

Appropriation Request	FY 15	1,000
Appropriation Request Est.	FY 16	1,870
Supplemental Appropriation Request	645	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 lab, 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 reassignment 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

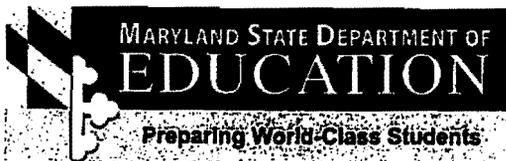
The County has applied for State Aid for FY15 for this project for refurbishment of Twinbrook and Kensington Park branches.

Enclosures

Expenditures will continue indefinitely.

Coordination

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



Lillian M. Lowery, Ed.D.
State Superintendent of Schools

MAY 22

200 West Baltimore Street • Baltimore, MD 21201 • 410-767-0100 • 410-333-6442 TTY/TDD

May 19, 2014

Parker Hamilton
Montgomery County Public Libraries
21 Maryland Avenue, Suite 310
Rockville, MD 20850-2330

Dear Ms. Hamilton:

The Maryland State Department of Education, Division of Library Development and Services is pleased to inform you that during the 2014 legislative session the General Assembly approved the State Board of Education's funding recommendation of \$128,000 in the FY2015 State Budget for the Montgomery County Library's Twinbrook Library Renovation Project.

This award is contingent upon certification of local matching funds, full funding of the grant program in the State's capital Budget for FY 2015 and approval by the Board of Public Works.

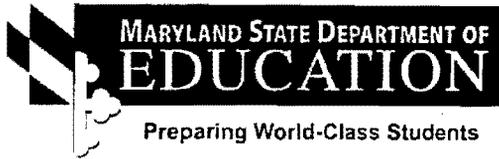
Your grant award and additional information on how to manage your grant will be sent following consideration and action by the Board of Public Works in June or July 2014.

If you have any questions in the meantime, please do not hesitate to contact Renee Croft, at 410-713-2414 or rcroft@msde.state.md.us.

Sincerely,

Irene M. Padilla
Assistant State Superintendent for Libraries

c: Renee Croft



Lillian M. Lowery, Ed.D.
State Superintendent of Schools

MAY 22

200 West Baltimore Street • Baltimore, MD 21201 • 410-767-0100 • 410-333-6442 TTY/TDD

May 19, 2014

Parker Hamilton
Montgomery County Public Libraries
21 Maryland Avenue, Suite 310
Rockville, MD 20850-2330

Dear Ms. Hamilton:

The Maryland State Department of Education, Division of Library Development and Services is pleased to inform you that during the 2014 legislative session the General Assembly approved the State Board of Education's funding recommendation of \$259,000 in the FY2015 State Budget for the Montgomery County Library's Kensington Park Library Renovation Project.

This award is contingent upon certification of local matching funds, full funding of the grant program in the State's capital Budget for FY 2015 and approval by the Board of Public Works.

Your grant award and additional information on how to manage your grant will be sent following consideration and action by the Board of Public Works in June or July 2014.

If you have any questions in the meantime, please do not hesitate to contact Renee Croft, at 410-713-2414 or rcroft@msde.state.md.us.

Sincerely,

Irene M. Padilla
Assistant State Superintendent for Libraries

c: Renee Croft



OFFICES OF THE COUNTY EXECUTIVE

Isiah Leggett
County Executive

May 28, 2014

Timothy L. Firestine
Chief Administrative Officer

Ms. Irene M. Padilla
Assistant State Superintendent for Libraries
Maryland State Department of Education
200 W. Baltimore Street
Baltimore, Maryland 21201

Dear Ms. Padilla:

The Montgomery County Council passed the FY15-20 Capital Improvement Program budget on May 22, 2014 in the amount of 2.14 million dollars.

I certify that the FY15-20 CIP budget, approved by the County Council, includes funding that will provide \$259,000 in matching funds for the Kensington Park Library Refurbishment Level of Effort Project and \$128,000 in matching funds for the Twinbrook Library Refurbishment Level of Effort Project for State fiscal year 2015.

Please contact Public Services Administrator Rita Gale (240-777-0022 or rita.gale@montgomerycountymd.gov) or Management and Budget Specialist Lennadene Bailey (240-777-0045 or lennadene.bailey@montgomerycountymd.gov) in Montgomery County Public Libraries if you have questions or require additional information.

Sincerely,

Thomas J. Street
Assistant Chief Administrative Officer

TJS:rg

- c: B. Parker Hamilton, Director, Montgomery County Public Libraries
Rita W. Gale, Public Services Administrator for Facilities and Strategic Planning,
Montgomery County Public Libraries
Lennadene Bailey, Management and Budget Specialist, Business Officer, Montgomery
County Public Libraries

101 Monroe Street • Rockville, Maryland 20850
240-777-2500 • 240-777-2544 TTY • 240-777-2518 FAX
www.montgomerycountymd.gov

**Maryland State Department of Education
Division of Library Development and Services
County Library Capital Projects Grants Program
GRANT GUIDELINES
FY 2008**

A. Eligible Expenditures

The following types of county public library capital improvements are eligible for State funding:

1. Acquisition of land or buildings.
2. Alterations.
3. Capital Equipment.
4. Construction or Improvement
5. Design.
6. Engineering.
7. Enlargement.
8. Expansion.
9. Extension.
10. Improvement.
11. Planning.
12. Reconstruction.
13. Rehabilitation.
14. Replacement.
15. Renovation.
16. Repair.
17. Upgrading.

B. State and Local Cost Share Formula

1. The maximum State share shall be no more than fifty (50) percent.
2. The State share shall apply only to eligible project expenses as set forth below.
3. Grants under this program may not be for an amount less than \$20,000.
4. A county public library system may not apply for more than three (3) capital project grants in a fiscal year.

**Maryland State Department of Education
Division of Library Development and Services
County Library Capital Projects Grants Program
GRANT GUIDELINES
FY 2008**

C. Grant Evaluation Criteria

DLDS will use the following criteria for evaluating and ranking county public library capital funding requests:

1. The public necessity and urgency of a project.
2. The need for additional sources of funding for a project.
3. The estimated cost and timeliness of executing a project.
4. The viability of matching funds for a project.
5. Geographic diversity.
6. Other factors that may give priority to a project.

DLDS or its designee will make recommendations for project approvals and convey the same information to the library system and local government.

Kensington Park Library Refresh Task List		Total funding	\$500,000 plus \$259,000 if State Aid supplemental is approved
Project Task	Priority	Estimated Cost	Completion Date
Priority Library Program Work		\$489,790.20	
Redesign current Children's room space including providing age appropriate shelving	1	\$115,850.20	June 30, 2015
Single service desk	1	\$35,554.00	June 30, 2015
Creation of 2 cooperative group study rooms	1	\$30,352.00	June 30, 2015
Remodel restrooms	1	\$108,113.00	June 30, 2015
Facelift for staff lounge	1	\$66,452.00	June 30, 2015
Painting and carpeting	1	\$133,469.00	June 30, 2015
Planning, Design, Supervision	1	\$125,852.40	June 30, 2015
Construction Contingency	1	\$59,357.40	June 30, 2015
Furniture	1	\$68,000.00	June 30, 2015
Other costs (moving shelving and furniture, signage, etc.)	1	\$16,000.00	June 30, 2015
Grand Total of Priority Library Program Work		\$759,000.00	June 30, 2015
CIP Funding		\$500,000.00	
State Grant		\$259,000.00	
Total Funding Available if State Aid supplemental is approved		\$759,000.00	
Difference		\$0.00	
21st Century Library Enhancements Level of Effort Funding		\$22,600.00	
Electrical outlets	1	\$15,000.00	June 30, 2015
Upgrade of public access WIFI throughout building	1	\$7,600.00	June 30, 2015
ADA Compliance CIP Funds		\$361,715.00	
Parking - The parking lot is inaccessible because there is no designated van accessible space. Additionally, 3 out of the 5 spaces designated as accessible are less than 96 inches wide, 4 of the spaces slope between 3.8% and 5.5% with cross-slopes 3.1% to 6.3%, 3 of the 4 access aisles slope 4.9% to 5.2% and 3 have cross slopes of 3.45 to 5.6%, and the gutter in one of the access aisles has a cross slope of 18.3% and a change in level higher than ½ inch. This lot requires 1 van accessible space and 4 standard accessible spaces.	1	\$51,908.00	June 30, 2015
Exterior Route - The route from the parking area to the entrance is inaccessible because the curb ramp in front of the parking area has a slope of 24.7%.	1	\$69,678.00	June 30, 2015
Exterior Route - The ramp from the bus stop at Knowles Avenue to the sidewalk leading to the library has a running slope of 9% on the 3rd leg from the bottom and a cross-slope of 3.7% to 8.1% on the top leg; the top landing is 41 inches long with a slope of 6.2%; the bottom landing has a slope of between 14.3% and 20.1% due to the curb ramp from the crosswalk; the middle landings slope between 2.9% and 4.9%; handrails have 11 inch extensions and chipping paint that could cause splinters.	1	included above	June 30, 2015
Entrance by Parking Lot - There is a 1 ¼ inch threshold at the door.	1	\$508.00	June 30, 2015
Seating - The accessible computer (#12) is inaccessible because the computer table has 15½ inches of knee depth.	1	\$3,625.00	June 30, 2015
Seating - The carrels in the library are inaccessible because they provide only 26 ¼ inches of knee height.	1	\$54,419.00	June 30, 2015

Check-Out Counter - The check-out area is inaccessible because the main counter is 38 inches above the finished floor and the lower portion of the counter is covered in papers. <i>This is probably just an organizational change-keep lower counter clear.</i>	1	no cost	June 30, 2015
Stacks - The book stacks are inaccessible because the space between the audio books stacks is only 30 inches, the width between the mysteries stacks is 18 inches, and the width between the taped books is 33 inches.	1	no cost	June 30, 2015
Stacks - Magazine displays - The magazine display is inaccessible because the top shelf is 68 inches above the finished floor.	1	\$3,628.00	June 30, 2015
Study Room - The pressure required to open the study room entrance door is 15 pounds	1	\$3,809.00	June 30, 2015
Study Room - The door to the study room, which is accessed from the front, is inaccessible because a trash can impedes maneuvering space clearance.	1	included above	June 30, 2015
Study Room - The study table is inaccessible because it only has 26 inches of knee height.	1	included above	June 30, 2015
Elevator Lift - Provide new ADA compliant elevator in place of current lift	1	\$159,810.00	June 30, 2015
Elevator Lift - The pressure required to open the door on the first level is 16 pounds	1	included above	June 30, 2015
Lower Level Meeting Room - The pressure required to open the lower level meeting room door is 12 pounds.	1	\$5,260.00	June 30, 2015
Lower Level Meeting Room - The meeting room, which has a capacity of at least 205 seats, is inaccessible to people with hearing impairments because there is no signage indicating the availability of an assistive listening system. <i>Per memo from assistive listening contractor after a review, an FM system is the only one that will likely work in this building due to acoustical issues.</i>	1	included above	June 30, 2015
Lower Level Accessible Route - The underside of the stairway provides limited headroom and would not be detectable to a blind person using a cane	1	\$2,177.00	June 30, 2015
Lower Level Men's Toilet Room with Stalls - The toilet room sign is inaccessible because it is mounted on the door and has no raised or Braille characters	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Men's Toilet Room with Stalls - The pressure required to open the toilet room entrance door is 11 pounds.	1	under Library Program Work above	June 30, 2015
Lower Level Men's Toilet Room with Stalls - The lavatory is inaccessible because the bottom edge of the apron is mounted 28 inches above the finished floor and has inadequate knee clearance	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Men's Toilet Room with Stalls - The lavatory is inaccessible because the clear floor space 28 inches wide and 15½ inches deep	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Men's Toilet Room with Stalls - The urinal is inaccessible because the rim is 20 inches above the finished floor, it allows only a 36 inch wide clear floor space for greater than 24 inches deep, and the flush control is 47 inches above the finished floor	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Men's Toilet Room with Stalls - The designated accessible toilet stall is inaccessible because the stall is only 58 inches deep with a floor-mounted toilet	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Men's Toilet Room with Stalls - The toilet is inaccessible because its centerline measures 16 inches from the side wall. <i>DELETE OK under 2010 Standards</i>	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Men's Toilet Room with Stalls - No accessible coat hook has been provided	1	under Library Program Work above	June 30, 2015
Lower Level Men's Toilet Room with Stalls - The grab bars at the toilet are inaccessible because they are 37 inches above the finished floor	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Women's Toilet Room with Stalls - The toilet room sign is inaccessible because it is mounted on the door and has no raised or Braille characters	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Women's Toilet Room with Stalls - The pressure required to open the toilet room entrance door is 14 pounds	1	under Library Program Work above	June 30, 2015
Lower Level Women's Toilet Room with Stalls - The baby changing table is inaccessible because the handle is mounted 59 inches above the finished floor	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Women's Toilet Room with Stalls - The lavatory is inaccessible because the bottom edge of the apron is mounted 28 ½ inches above the finished floor and has inadequate knee clearance	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Women's Toilet Room with Stalls - The lavatory is inaccessible because the hot water pipes are not insulated or otherwise configured to protect against contact	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Women's Toilet Room with Stalls - The toilet is inaccessible because there is insufficient clear floor space	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Lower Level Women's Toilet Room with Stalls - The toilet is inaccessible because the flush control is on the closed side	1	under Library Program Work above	June 30, 2015

Lower Level Women's Toilet Room with Stalls - No accessible coat hook has been provided	1	under Library Program Work above	June 30, 2015
Lower Level Women's Toilet Room with Stalls - The grab bars at the toilet are inaccessible because they are 37 inches above the finished floor	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Drinking Fountains - The lower level fountain is inaccessible because it requires 17 pounds of force to operate	1	\$6,893.00	June 30, 2015
Drinking Fountains - The lower level fountain protrudes into the walkway and would not be detectable to a blind person using a cane	1	included above	June 30, 2015
Drinking Fountains - For the upper and lower levels, although an accessible drinking fountain is provided on both levels, there is no drinking fountain provided for people who have difficulty bending or stooping	1	included above	June 30, 2015

Twinbrook Library Refresh Task List			\$500,000 plus \$128,000 if State Aid supplemental is approved
		Total funding:	
Project Task	Priority	Estimated Cost	Completion Date
Priority Library Program Work		\$401,664.66	
Creation of two small multipurpose rooms	1	\$32,530.00	June 30, 2015
Modify existing information desk	1	\$15,275.66	June 30, 2015
Creation of a dedicated teen space (using furniture)	1	\$18,140.00	June 30, 2015
Remodeling of all public and staff restrooms including ADA compliance work	1	\$117,104.00	June 30, 2015
Removal of a pillar in Children's Room	1	\$6,966.00	June 30, 2015
Moving/removing shelving and carpeting area underneath	1	\$19,881.00	June 30, 2015
New flooring behind circulation desk	1	\$19,617.00	June 30, 2015
Paint Upper and Lower Levels of Library	1	\$17,879.00	June 30, 2015
Security cameras & ID badge reader access	1	\$40,701.00	June 30, 2015
Repurpose garden area space	1	\$18,865.00	June 30, 2015
PA System	1	\$14,044.00	June 30, 2015
Facelift for staff lounge/kitchen area	1	\$80,662.00	June 30, 2015
Planning, Design and Supervision	1	\$77,557.44	June 30, 2015
Construction Contingency	1	\$32,777.90	June 30, 2015
Furniture	1	\$50,000.00	June 30, 2015
Shelving	1	\$50,000.00	June 30, 2015
Other costs (moving shelving and furniture, signage, etc.)	1	\$16,000.00	June 30, 2015
Grand Total of Priority Library Program Work		\$628,000.00	June 30, 2015
CIP Funding		\$500,000.00	
State Grant		\$128,000.00	
Total Funding Available if State Aid supplemental is approved		\$628,000.00	
Difference		(\$0.00)	
21st Century Library Enhancements Level of Effort Funding		\$22,600.00	
Addition of interior electrical outlets	1	\$15,000.00	June 30, 2015
Upgrade of public access WIFI throughout building	1	\$7,600.00	June 30, 2015
ADA Compliance CIP Funds		\$180,860.00	
Front Parking: Although one van accessible space is required, the space is only 88 inches wide, the access aisles is only 64 inches wide, there is no van accessible signage, the space has a slope of 6.2%, and the access aisle has a cross slope of 6.2%.	1	\$58,874.00	June 30, 2015
Space #2. The second space is only 90 inches wide and the access aisle has a slope of 6.2%.	1	included above	June 30, 2015
Space #3. The third accessible space is only 91 inches wide, it lacks a vertical sign with the International Symbol of Accessibility, and the pavement markings are not clear.	1	included above	June 30, 2015
Back Parking Lot. Although the parking lot has a total of 10 parking spaces, no spaces are designated as reserved for people with disabilities	1	included above	June 30, 2015
Main Entrance. The route from the parking area to the entrance is inaccessible because there are no detectable warnings at the curb ramp	1	\$5,892.00	June 30, 2015
Main Entrance. There is no directional signage at the inaccessible entrance and no signage identifying the accessible entrance	1	included above	June 30, 2015

Lower Level Entrance to Community Room. The route from the parking area to the lower level entrance is inaccessible because there are no detectable warnings at the curb ramp	1	\$87,904.00	June 30, 2015
Lower Level Entrance to Community Room. There is no directional signage at the inaccessible entrance	1	included above	June 30, 2015
Community Room. No accessible coat hook has been provided	1	\$4,971.00	June 30, 2015
Community Room. The coat hook bar is 68 inches above the finished floor and protrudes 12 inches into the walkway and would not be detectable to a blind person using a cane	1	included above	June 30, 2015
Library. The magazine display is inaccessible because the top magazines require a reach of 57 inches above the finished floor.	1	\$3,628.00	June 30, 2015
Drinking Fountain at Lobby. There is no drinking fountain provided for people who have difficulty bending or stooping.	1	\$3,447.00	June 30, 2015
Toilet Room – Lobby. The toilet room sign is not mounted on the latch side of the door	1	under Library Program Work above	June 30, 2015
Toilet Room – Lobby. The entrance is inaccessible because it requires 13 pounds of force to open	1	under Library Program Work above	June 30, 2015
Toilet Room – Lobby. The designated accessible toilet is inaccessible because its centerline is 22 inches from the side wall.	1	under Library Program Work above	June 30, 2015
Toilet Room – Lobby. The designated accessible toilet is inaccessible because the flush control is on the closed side.	1	under Library Program Work above	June 30, 2015
Toilet Room – Lobby. The side grab bar at the toilet is inaccessible because it is mounted 32 inches above the finished floor, there is 3 ½ inches of space between the side grab bar and the wall, and the farther end is 50 inches from the rear wall.	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Toilet Room – Lobby. The toilet is inaccessible because the floor mounted side grab bar obstructs the clear floor space.	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Toilet Room – Lobby. No rear grab bar is provided	1	under Library Program Work above	June 30, 2015
Men's Toilet Room with Stalls, Lobby. The toilet room sign is not mounted on the latch side of the door	1	under Library Program Work above	June 30, 2015
Men's Toilet Room with Stalls, Lobby. The entrance is inaccessible because it requires 15 pounds of force to open.	1	under Library Program Work above	June 30, 2015
Men's Toilet Room with Stalls, Lobby. The air dryer protrudes into the walkway and would not be detectable to a blind person using a cane	1	under Library Program Work above	June 30, 2015
Men's Toilet Room with Stalls, Lobby. The toilet is inaccessible because its centerline is 19 inches from the side wall	1	under Library Program Work above	June 30, 2015
Men's Toilet Room with Stalls, Lobby. The toilet paper dispenser is inaccessible because it is mounted 45 inches from the rear wall	1	under Library Program Work above	June 30, 2015
Women's Toilet Room with Stalls, Lobby. The toilet room sign is not mounted on the latch side of the door	1	under Library Program Work above	June 30, 2015
Women's Toilet Room with Stalls, Lobby. The entrance is inaccessible because it requires 15 pounds of force to open	1	under Library Program Work above	June 30, 2015
Women's Toilet Room with Stalls, Lobby. The lavatory is inaccessible because the bottom edge of the apron is 28 inches above the finished floor	1	under Library Program Work above	June 30, 2015
Women's Toilet Room with Stalls, Lobby. The toilet is inaccessible because its centerline is 17 inches from the side wall. <i>Delete since this is ok under 2010 Standards</i>	1	see Remodel restrooms under Library Program Work above	June 30, 2015
Women's Toilet Room with Stalls, Lobby. The toilet paper dispenser is inaccessible because it is mounted 44 inches from the rear wall	1	under Library Program Work above	June 30, 2015
Women's Toilet Room with Stalls, Lobby. No accessible coat hook has been provided	1	under Library Program Work above	June 30, 2015
Elevator. The elevator is inaccessible because the doors do not automatically reopen if obstructed, and do not automatically reopen without contact if an obstruction is between 5 and 29 inches above the elevator floor	1	\$8,707.00	June 30, 2015
Elevator. The emergency communication system does not operate without voice communication	1	\$7,437.00	June 30, 2015