

ED COMMITTEE #1
October 22, 2015
Worksession

MEMORANDUM

October 20, 2015

TO: Education Committee

FROM: Essie McGuire, Senior Legislative Analyst 

SUBJECT: **Worksession – Amendment to the FY15-20 Capital Improvements Program and Supplemental Appropriation to the FY16 Capital Budget, Montgomery County Public Schools, \$45,410 for the Building Modifications and Program Improvements Program**

Today the Education Committee will hold a worksession on an amendment to the FY15-20 Capital Improvements Program (CIP) and supplemental appropriation to the FY16 Capital Budget, Montgomery County Public Schools (MCPS), \$45,410 for the Building Modifications and Program Improvements Program. The source of funds is contributions. James Song, Director, Department of Facilities Management, MCPS, will be present to discuss this project with the Committee.

The Board of Education requested this appropriation on September 8 (circles 6-7). On September 23 the County Executive transmitted an appropriation resolution and recommended approval (circles 1-5). The Council introduced this resolution on October 6 and held a public hearing on October 20.

This appropriation is needed to fund engineering and design services related to construction of an artificial turf playing field at Somerset Elementary School. The full cost of the project is estimated to be \$550,000. The Somerset Elementary School Parent Teacher Association (PTA) and Somerset Elementary School Foundation, Inc., propose to raise enough funds to support the total anticipated cost of the project. The appropriation of \$45,410 of contributed funds at this time will allow project design and engineering to begin while fundraising continues for the remainder of the project cost.

Background

Somerset Elementary School is located on one of the smallest sites in the County, and has had persistent difficulty in maintaining its grass playing field at a safe and acceptable level for use. On May 26, 2015, the Board of Education approved the request of the Somerset ES PTA and the Somerset ES

Educational Foundation to raise the funds necessary to install artificial turf on the playing field. Artificial turf can provide a more durable and more easily maintained playing surface for the very heavily used space. The Board memorandum approving the fundraising for this project is attached on circles 8-9, and provides additional background details about the need for the project.

On September 8, 2015, the Board approved appointment of a civil engineering firm to begin design work for the project. In order to proceed with this work, the Board requested an appropriation of \$45,410 of the funds raised by the Somerset ES PTA and Foundation to date (Board transmittal attached on circles 6-7). Initiating the design work while fundraising continues for the full amount of project funds would allow the project to be completed more quickly.

Discussion Issues

This project would be the first installation of artificial turf at an MCPS elementary school playing field. In order to understand the expectations for this project, Council staff asked MCPS staff for additional information in the areas outlined below.

- 1. Need:** The primary rationale for this project is the severe site limitations at Somerset ES. The Committee is very familiar with the challenges of maintaining grass fields, and the limited site combined with the high level of school and community use have resulted in persistently poor field conditions for this school. Council staff appreciates that artificial turf will alleviate these problems and benefit both the school and community by providing extended playing availability on a more easily maintained field.

It may be important to understand to what extent similar site and field conditions exist at other elementary schools in the County. In response to Council staff's question, MCPS stated that Somerset ES is the second smallest elementary school site, and that other elementary schools may be in similar situations, but that to date no comprehensive assessment has been completed of other school sites. The Committee may want to discuss further with MCPS whether there is a need or intent to review other elementary schools' playing field limitations, and whether artificial turf can or should be considered as an option for other elementary schools.

- 2. Maintenance:** At this point, the only artificial turf fields are at secondary schools where responsibility for routine maintenance of the field is the responsibility of the athletic director. Elementary schools do not have an athletic director position. MCPS stated that as part of the agreement, the Somerset PTA and Educational Foundation will enter into an annual maintenance contract with the field vendor. The Committee may want more information on the estimated annual cost of this type of contract and whether there are any concerns with ongoing funding and support of this function.

3. **Use and Revenue:** MCPS indicates that the field will be available for rent during non-school use hours by the Community Use of Public Facilities (CUPF), but that MCPS has not sought a private partnership with sports organizations due to the small size of the field. It may be useful to monitor community use hours through CUPF once the field is open to understand the extent of community demand for a field of this size in this area of the County.

4. **Replacement:** MCPS maintains an artificial turf reserve fund to build up funds necessary to cover future replacement of artificial turf fields. The sources of funding include a portion of CUPF funds collected for rental of the fields, MCPS athletics contributions, and partnership payments. MCPS states that it is anticipated that replacement of the Somerset ES field will be managed similarly to the anticipated replacement of other artificial turf fields, through the reserve fund and other grants or donations from the community. Given the unique size of this field, it may again be important to monitor how CUPF fees for this field compare with those from other artificial turf fields and what this may imply for future replacement.

Council staff recommendation

Council staff appreciates the Somerset ES community's initiative to address this playing field issue through the PTA and Educational Foundation. The Board of Education has determined that this project is consistent with Board policy regarding privately funded capital expenses for schools, and the Board has approved initiating the design phase of the project.

Council staff recommends approval of the appropriation for design funds, as requested. It is important to note that approving the request for the design phase would be the first step in approving the project as a whole. As this project moves forward, the Committee will need to understand how MCPS and other school communities view the use of and need for artificial turf at elementary schools.



OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

INTRODUCTION

Isiah Leggett
County Executive

MEMORANDUM

September 23, 2015

RECEIVED
MONTGOMERY COUNTY
FALL 11
2015 SEP 24 PM 1:07

TO: George Leventhal, President, County Council
FROM: Isiah Leggett, County Executive 
SUBJECT: Amendment to the FY15-20 Capital Improvements Program and Supplemental Appropriation 7-S16-CMCPS-3 to the FY16 Capital Budget
Montgomery County Public Schools (MCPS)
Building Modifications and Program Improvements (No. 076506), \$45,410

I am recommending a supplemental appropriation to the FY16 Capital Budget and amendment to the FY15-20 Capital Improvements Program in the amount of \$45,410 for Building Modifications and Program Improvements (No. 076506). Appropriation for this project will fund professional civil engineering services to support the installation of artificial turf at Somerset Elementary School.

This increase is needed to enter into a contractual agreement for professional civil engineering services to provide safe playing conditions through the installation of artificial turf at Somerset Elementary School. The recommended amendment is consistent with the criteria for amending the CIP because it leverages significant non-County funds. The total anticipated project cost of \$550,000 will be supported by fundraising by the Somerset Elementary School Parent Teacher Association and the Somerset Elementary School Educational Foundation, Inc.

I recommend that the County Council approve this supplemental appropriation and amendment to the FY15-20 Capital Improvements Program in the amount of \$45,410 and specify the source of funds as Contributions.

I appreciate your prompt consideration of this action.

IL: rs

Attachment: Amendment to the FY15-20 Capital Improvements Program and Supplemental Appropriation 7-S16-CMCPS-3

cc: Jennifer A. Hughes, Director, Office of Management and Budget
Larry A. Bowers, Interim Superintendent of Schools

1

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 7-S16-CMCPS-3 to the FY16 Capital Budget
Montgomery County Public Schools
Building Modifications and Program Improvements (No. 076506), \$45,410

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>
Building Modification and Program Improvements	076506	Planning, Design and Supervision	\$45,410	Contributions

Amendment to the FY15-20 Capital Improvements Program and Supplemental Appropriation
7-S16-CMCPS-3

Page Two

4. This increase is needed to enter into a contractual agreement for professional civil engineering services to provide safe playing conditions through the installation of artificial turf at Somerset Elementary School. The recommended amendment is consistent with the criteria for amending the CIP because it leverages significant non-County funds. The total anticipated project cost of \$550,000 will be supported by fundraising by the Somerset Elementary School Parent Teacher Association and the Somerset Elementary School Educational Foundation, Inc.
5. The County Executive recommends an amendment to the FY15-20 Capital Improvements Program and a supplemental appropriation in the amount of \$45,410 for Building Modifications and Program Improvements (No. 076506), and specifies that the source of funds will be Contributions.
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>
Building Modification and Program Improvements	076506	Planning, Design and Supervision	\$45,410	Contributions

This is a correct copy of Council action.

Linda M. Lauer, Clerk of the Council

Building Modifications and Program Improvements (P076506)

Category
Sub Category
Administering Agency
Planning Area

Montgomery County Public Schools
Countywide
Public Schools (AAGE18)
Countywide

Date Last Modified 11/17/14
Required Adequate Public Facility No
Relocation Impact None
Status Ongoing

1485

	Total	Thru FY14	Rem 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	4617	2,442	690	1,440	720	720	0	0	0	0	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	24,062	16,092	1,510	6,460	3,880	2,580	0	0	0	0	0
Other	860	360	100	400	200	200	0	0	0	0	0
29,539 Total	29,494	18,894	2,300	8,300	4,800	3,500	0	0	0	0	0

	Total	Thru FY14	Rem FY14	Total 6 Years	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	Beyond 6 Yrs
FUNDING SCHEDULE (\$000s)											
Contributions	2555	1,210	0	1,300	1,300	450	0	0	0	0	0
G.O. Bonds	26,984	17,684	2,300	7,000	3,500	3,500	0	0	0	0	0
29,539 Total	29,494	18,894	2,300	8,300	4,800	3,500	0	0	0	0	0

APPROPRIATION AND EXPENDITURE DATA (000s)

Appropriation Request	FY 16	3,500
Supplemental Appropriation Request	450	0
Transfer		0
Cumulative Appropriation		25,994
Expenditure / Encumbrances		18,894
Unencumbered Balance		7,100

Date First Appropriation	FY 07
First Cost Estimate	
Current Scope	FY07-16
Last FY's Cost Estimate	28,194

29,539

Description

This project will provide facility modifications to support program offerings at schools that are not scheduled for capital improvements in the six-year CIP. These limited modifications to instruction and support spaces are needed to provide adequate space for new or expanded programs and administrative support space for schools that are not included in the revitalization/expansion program. An FY 2012 appropriation was approved to continue to provide facility modifications at various schools throughout the system. Facility modifications in FY 2013 and beyond will be determined based on the need for space modifications/upgrades to support new or modified program offerings. Due to fiscal constraints, expenditures requested in the Board of Education's FY 2011-2016 CIP for FYs 2013-2016 were removed by the County Council in the adopted FY 2011-2016 CIP. An FY 2013 appropriation was approved to renovate science laboratories at one high school and provide special education facility modifications for two elementary schools and two high schools. An FY 2014 appropriation was approved to continue to provide facility modifications and program improvements to various schools throughout the county. An FY 2015 appropriation was approved for modifications to schools due to special education program changes; science laboratory upgrades at secondary schools; space modifications for program requirements; as well as two specific one-time projects—the construction of an auxiliary gymnasium at Thomas Pyle Middle School and classroom modifications at the Whittier Woods Center to be used by Walt Whitman High School. An FY 2015 appropriation was approved for \$1.3 million for the installation of artificial turf at Winston Churchill High School. An FY 2016 appropriation was approved for modifications to schools due to special education program changes, space modifications for program requirements, and computer lab conversions at various schools throughout the county. *An FY 2016 appropriation was approved for \$45,410 for the design of artificial turf at Somerset Elementary School.*

Coordination Mandatory Referral - M-NCPPC, Department of Environmental Protection, Building Permits, Code Review, Fire Marshall, Department of Transportation, Inspections, Sediment Control, Stormwater Management, WSSC Permits

Building Modifications and Program Improvements (P076506)

Category	Montgomery County Public Schools	Date Last Modified	11/17/14
Sub Category	Countywide	Required Adequate Public Facility	No
Administering Agency	Public Schools (AAGE16)	Relocation Impact	None
Planning Area	Countywide	Status	Ongoing

	Total	Thru FY14	From FY14	Total 5 Years	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	Beyond 6 Yrs
EXPENDITURE SCHEDULE (\$000s)											
Planning, Design and Supervision	461	2,442	690	1,440	720	720	0	0	0	0	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	24,062	19,092	1,510	6,460	3,680	2,580	0	0	0	0	0
Other	880	380	100	400	200	200	0	0	0	0	0
Total	29,494	18,894	2,300	8,300	4,800	3,500	0	0	0	0	0
FUNDING SCHEDULE (\$000s)											
Contributions	2554	1,210	0	1,340	1,300	450	0	0	0	0	0
G.O. Bonds	26,984	17,684	2,300	7,000	3,500	3,500	0	0	0	0	0
Total	29,494	18,894	2,300	8,300	4,800	3,500	0	0	0	0	0

APPROPRIATION AND EXPENDITURE DATA (000s)

Appropriation Request	FY 16	3,500	Date First Appropriation	FY 07
Supplemental Appropriation Request	45	0	First Cost Estimate	
Transfer	0		Current Scope	FY07
Cumulative Appropriation		25,984	Last FY's Cost Estimate	28,154
Expenditure / Encumbrances		18,894		
Unencumbered Balance		7,100		

Description

This project will provide facility modifications to support program offerings at schools that are not scheduled for capital improvements in the six-year CIP. These limited modifications to instruction and support spaces are needed to provide adequate space for new or expanded programs and administrative support space for schools that are not included in the revitalization/expansion program. An FY 2012 appropriation was approved to continue to provide facility modifications at various schools throughout the system. Facility modifications in FY 2013 and beyond will be determined based on the need for space modifications/upgrades to support new or modified program offerings. Due to fiscal constraints, expenditures requested in the Board of Education's FY 2011-2016 CIP for FYs 2013-2016 were removed by the County Council in the adopted FY 2011-2016 CIP. An FY 2013 appropriation was approved to renovate science laboratories at one high school and provide special education facility modifications for two elementary schools and two high schools. An FY 2014 appropriation was approved to continue to provide facility modifications and program improvements to various schools throughout the county. An FY 2015 appropriation was approved for modifications to schools due to special education program changes; science laboratory upgrades at secondary schools; space modifications for program requirements; as well as two specific one-time projects—the construction of an auxiliary gymnasium at Thomas Pyle Middle School and classroom modifications at the Whittier Woods Center to be used by Wait Whiteman High School. An FY 2015 appropriation was approved for \$1.3 million for the installation of artificial turf at Winston Churchill High School. An FY 2016 appropriation was approved for modifications to schools due to special education program changes, space modifications for program requirements, and computer lab conversions at various schools throughout the county.

Coordination

Mandatory Referral - M-NCPPC, Department of Environmental Protection, Building Permits, Code Review, Fire Marshall, Department of Transportation, Inspections, Sediment Control, Stormwater Management, WSSC Permits

Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

September 17, 2015

MEMORANDUM

To: The Honorable Isiah Leggett, County Executive
The Honorable George Leventhal, President,
Montgomery County Council

From: Larry A. Bowers, Interim Superintendent of Schools *LAB*

Subject: Transmittal of Board of Education Agenda Item #9.2

Consultant Appointment—Civil Engineering Services for Artificial Turf Installation at Somerset Elementary School

BOE Meeting Date: September 8, 2015

Type of Action: Fiscal Year 2016 Supplemental Appropriation

LAB:AMZ:JS:ak

Attachment

Copy to:
Dr. Zuckerman
Ms. Karamihis
Mr. Song
Montgomery County Office of Management and Budget

Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

September 8, 2015

MEMORANDUM

To: Members of the Board of Education

From: Larry A. Bowers, Interim Superintendent of Schools *Larry Bowers*

Subject: Consultant Appointment - Civil Engineering Services for Artificial Turf Installation at Somerset Elementary School

WHEREAS, The Board of Education approved a request to fund artificial turf installation at Somerset Elementary School on May 26, 2015; and

WHEREAS, It is necessary to appoint a professional firm to provide civil engineering services related to the installation of artificial turf at Somerset Elementary School; and

WHEREAS, A Consultant Selection Committee, in accordance with procedures adopted by the Board of Education on April 20, 2006, identified Nobis Engineering, Inc. as the most qualified firm to provide the necessary professional services; and

WHEREAS, Staff in the Department of Facilities Management has negotiated a fee for the necessary civil engineering services for this project; and

WHEREAS, The consultant appointment is contingent upon the Montgomery County Council approval of a Fiscal Year 2016 supplemental appropriation for the artificial turf installation at Somerset Elementary School; now therefore be it

Resolved, That the Board of Education enters into a contractual agreement with the firm of Nobis Engineering, Inc. to provide professional civil engineering services for a fee of \$45,410 contingent upon the Montgomery County Council approval of a Fiscal Year 2016 supplemental appropriation for the artificial turf installation at Somerset Elementary School.

LAB:AMZ:JS:mas

ACTION

Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

May 26, 2015

MEMORANDUM

To: Members of the Board of Education

From: Larry A. Bowers, Interim Superintendent of Schools

Subject: Somerset Elementary School—Request to Fund Artificial Turf Installation—
Policy CNE, Facility Improvements That Are Not Funded with Montgomery
County Revenues

Background

Somerset Elementary School is located on one of the smallest school sites, approximately 3.71 acres, in the Chevy Chase area. Since the revitalization/expansion project was completed in 2005, attempts have been made to keep the small field in a safe playing condition. However, due to the lack of playing fields in this part of the county and the constant use of the field by both the school and the community, it has been a challenge to maintain the natural grass on the playing field.

For the past several years, staff in the Department of Facilities Management (DFM) has met with the school principal, the Somerset Elementary School Parent Teacher Association (PTA), and the Somerset Elementary School Educational Foundation, Inc. (Foundation) to strategize ways to maintain better playing field conditions. After several discussions, the PTA and the Foundation determined that an artificial turf playing field was the best option and submitted a letter requesting permission to raise private funds to install artificial turf on the playing field.

Based on preliminary evaluations, artificial turf can be installed on the Somerset Elementary School playing field for a cost of approximately \$550,000. The PTA and the Foundation estimate that they will need approximately two years to raise the full amount, or by summer of 2017 in compliance with Board of Education Policy CND, *School-Related Fund-Raising*. DFM staff finds the request to install the artificial turf in compliance with Board of Education Policy CNE, *Facility Improvements That Are Not Funded with Montgomery County Revenues*, and recommends approval. The design and construction activities for the artificial turf field would not begin until the necessary funds have been raised by the PTA and the Foundation and subsequently approved by the Board of Education, the county executive, and the County Council. The artificial turf on the playing field will provide safe playing conditions and benefit both the school and the community. I concur with the staff recommendation and the following resolutions are recommended for the Board of Education's approval.

WHEREAS, Somerset Elementary School is located on one of the smallest school sites in the county; and

WHEREAS, Somerset Elementary School had challenges with maintaining the natural grass field due to the constant demand for use of the field by both the school and the community and the lack of playing fields in that part of the county; and

WHEREAS, The Somerset Elementary School Parent Teacher Association and the Somerset Elementary School Educational Foundation, Inc. have submitted a letter requesting approval to raise funds to install artificial turf on the playing field at Somerset Elementary School; and

WHEREAS, The Somerset Elementary School Parent Teacher Association and the Somerset Elementary School Educational Foundation, Inc. are committed to raise funds in compliance with Board of Education Policy CND, *School-Related Fund-Raising*; and

WHEREAS, Staff in the Department of Facilities Management has reviewed the request and finds the request to install the artificial turf in compliance with Board of Education Policy CNE, *Facility Improvements That Are Not Funded with Montgomery County Revenues*, and recommends approval; and

WHEREAS, The design and construction activities for the artificial turf field would not begin until the necessary funds have been raised by the Somerset Elementary School Parent Teacher Association and the Somerset Elementary School Educational Foundation, Inc. and subsequently approved by the Board of Education, the county executive, and the County Council; and

WHEREAS, The artificial turf on the playing field will provide safe playing conditions and greatly benefit both the school and the community; now therefore be it

Resolved, That the Board of Education approves the request of the Somerset Elementary School Parent Teacher Association and the Somerset Elementary School Educational Foundation, Inc. to raise the necessary funds to install artificial turf on the playing field at Somerset Elementary School in accordance with Board of Education policies CND, *School-Related Fund-Raising*, and CNE, *Facility Improvements That Are Not Funded with Montgomery County Revenues*; and be it further

Resolved, That the president of the Board of Education and the superintendent of schools be authorized to execute the documents necessary for this transaction; and be it further

Resolved, That a supplemental appropriation request will be forwarded to the county executive and the County Council for consideration and action when the Somerset Elementary School Parent Teacher Association and Somerset Elementary School Educational Foundation, Inc. have raised the necessary funds for the project.

LAB:AMZ:JS:lmt