

Resolution No.: 18-304
 Introduced: October 6, 2015
 Adopted: October 27, 2015

**COUNTY COUNCIL
 FOR MONTGOMERY COUNTY, MARYLAND**

Lead Sponsor: Council President at the Request of the County Executive

SUBJECT: Amendment to the FY15-20 Capital Improvements Program and Supplemental Appropriation #6-S16-CMCG-1 to the FY16 Capital Budget Montgomery County Government Department of Public Libraries Library Refurbishment Level of Effort (No. 711502), \$800,000

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 Level of Effort	711502	Planning, Design & Supervision	\$50,000	State Aid
		Construction	\$750,000	State Aid
TOTAL			\$800,000	

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. MCPL recently received notification from the Maryland State Department of Education that State Aid was approved for Montgomery County's application by the Board of Public Works, in the amount of \$400,000 for the Little Falls branch refurbishment and \$400,000 for the Davis branch refurbishment.
5. The County Executive recommends an amendment to the FY15-20 Capital Improvements Program and a supplemental appropriation in the amount of \$800,000 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 Level of Effort	711502	Planning, Design & Supervision	\$50,000	State Aid
		Construction	\$750,000	State Aid
TOTAL			\$800,000	

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 (AAGE29)
 Planning Area: Countywide
 Date Last Modified: 10/13/14
 Required Adequate Public Facility: No
 Relocation Impact: None
 Status: Planning Stage

	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	1,550	0	0	1,550	200	300	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	8,902	0	0	8,902	1,002	2,150	1,800	1,800	1,800	2,000	0
Other	835	0	0	835	185	120	120	130	130	150	0
Total	12,287	0	0	12,287	1,387	2,170	2,170	2,205	2,205	2,450	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)											
G.O. Bonds	11,900	0	0	11,900	1,000	1,870	2,170	2,205	2,205	2,450	0
State Aid	387	0	0	387	387	300	0	0	0	0	0
Total	12,287	0	0	12,287	1,387	2,170	2,170	2,205	2,205	2,450	0

APPROPRIATION AND EXPENDITURE DATA (000s)

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

Date First Appropriation	FY 15
First Cost Estimate	
Current Scope	FY 16 12,287
Last FY's Cost Estimate	11,900
Partial Closeout Thru	0
New Partial Closeout	0
Total Partial Closeout	0

Description

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

Estimated Schedule

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

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

Justification

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

Fiscal Note

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. State aid of \$800,000 was approved for this project for FY16 for

Disclosures

Expenditures will continue indefinitely.

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

refurbishment at Davis (\$400,000) and Little Falls (\$400,000) branches.

Library Refurbishment Level of Effort (P711502)

Coordination

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