

# Library Refurbishment Level of Effort (P711502)

Category Culture and Recreation  
 Sub Category Libraries  
 Administering Agency General Services (AAGE29)  
 Planning Area Countywide

Date Last Modified 5/3/17  
 Required Adequate Public Facility No  
 Relocation Impact None  
 Status Ongoing

Total	Thru FY16	Rem FY16	Total 6 Years	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	Beyond 6 Yrs
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### EXPENDITURE SCHEDULE (\$000s)

Planning, Design and Supervision	2,820	343	356	2,121	367	225	353	392	392	392	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	14,527	1,310	1,200	12,017	3,542	1,388	1,722	1,908	1,908	1,549	0
Other	2,340	145	703	1,492	120	792	130	150	150	150	0
<b>Total</b>	<b>19,687</b>	<b>1,798</b>	<b>2,259</b>	<b>15,630</b>	<b>4,029</b>	<b>2,405</b>	<b>2,205</b>	<b>2,450</b>	<b>2,450</b>	<b>2,091</b>	<b>0</b>

### FUNDING SCHEDULE (\$000s)

G.O. Bonds	16,800	1,384	1,486	13,930	2,529	2,205	2,205	2,450	2,450	2,091	0
State Aid	2,887	414	773	1,700	1,500	200	0	0	0	0	0
<b>Total</b>	<b>19,687</b>	<b>1,798</b>	<b>2,259</b>	<b>15,630</b>	<b>4,029</b>	<b>2,405</b>	<b>2,205</b>	<b>2,450</b>	<b>2,450</b>	<b>2,091</b>	<b>0</b>

### APPROPRIATION AND EXPENDITURE DATA (000s)

Appropriation Request	FY 18	2,405
Supplemental Appropriation Request		0
Transfer		0
Cumulative Appropriation		8,575
Expenditure / Encumbrances		1,890
Unencumbered Balance		6,685

Date First Appropriation	FY 15
First Cost Estimate	
Current Scope	FY 18 19,687
Last FY's Cost Estimate	17,987

## Description

This level of effort project is intended to provide a structured process to ensure that all branches are modernized with updated technologies and service delivery improvements, which reflect the latest in 21st century library trends. Once a library building has been refreshed, it could offer a multipurpose room for group collaborations or a media lab for printing 3D objects or Prekindergarten early literacy elements to encourage reading readiness in children entering Kindergarten. Coupled with funding from the 21st Century Library Enhancements Level of Effort project, residents may have access to data/electric enabled furniture or state of the art technology to meet their needs where they are (for example, internal use loanable laptops for writing a resume or access to job source websites). Carpeting, painting, updating restrooms, and work identified for major building systems (including the roof, mechanical/HVAC, and windows) will be included to "freshen up" the building and ensure working and efficient operating systems. As noted, work identified, but not contained with this project, may be completed within other facility and Library level of effort projects, including the energy savings contract (ESCO) program and 21st Century Library Enhancements project work.

## Estimated Schedule

This project started in FY15-16 with two refurbishment projects at the Twinbrook and Kensington Park Libraries. Starting with FY16, the schedule increased to three per year with the understanding that all 21 branches would be evaluated and refurbished, and then the CIP cycle for refresh work would start over again. The Library department identifies the libraries to be refreshed approximately 18 months before planning and design work begins on them, so that applications for grant funding to the State can be submitted and the necessary budget estimates and notification documents can be prepared. Notice identifying the specific library projects for a given fiscal year must be provided to Council at least 60 days before any design or construction funding is obligated or spent. This notice to Council must include the anticipated scope of work, cost estimates, and an expenditure schedule detailing Planning, Design and Supervision, 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 community's needs for programs and services. Rather than totally renovating two existing libraries under the old approach, this new approach will complete refurbishment of 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. 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 Bethesda (\$500,000), Quince Orchard (\$500,000) and White Oak (\$500,000) branches. Moved \$359,000 in GO Bonds from FY22 to FY17. Amended FY18 for State Aid of \$200,000 for the refurbishment of Long Branch (\$100,000) and Marilyn Praisner (\$100,000) branches.

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### **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.

### **Coordination**

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