



Library Refurbishment Level of Effort

(P711502)

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|---------------|------------------------|----------------------|------------------|
| Category | Culture and Recreation | Date Last Modified | 01/04/18 |
| SubCategory | Libraries | Administering Agency | General Services |
| Planning Area | Countywide | Status | Ongoing |

EXPENDITURE SCHEDULE (\$000s)

| Cost Elements | Total | Thru FY17 | Est FY18 | Total 6 Years | FY 19 | FY 20 | FY 21 | FY 22 | FY 23 | FY 24 | Beyond 6 Years |
|----------------------------------|---------------|--------------|--------------|---------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|
| Planning, Design and Supervision | 4,039 | 910 | 816 | 2,313 | 353 | 392 | 392 | 392 | 392 | 392 | - |
| Construction | 16,682 | 3,649 | 1,771 | 11,262 | 1,722 | 1,908 | 1,908 | 1,908 | 1,908 | 1,908 | - |
| Other | 2,161 | 516 | 765 | 880 | 130 | 150 | 150 | 150 | 150 | 150 | - |
| TOTAL EXPENDITURES | 22,882 | 5,075 | 3,352 | 14,455 | 2,205 | 2,450 | 2,450 | 2,450 | 2,450 | 2,450 | - |

FUNDING SCHEDULE (\$000s)

| Funding Source | Total | Thru FY17 | Est FY18 | Total 6 Years | FY 19 | FY 20 | FY 21 | FY 22 | FY 23 | FY 24 | Beyond 6 Years |
|------------------------------|---------------|--------------|--------------|---------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|
| G.O. Bonds | 19,995 | 4,044 | 1,496 | 14,455 | 2,205 | 2,450 | 2,450 | 2,450 | 2,450 | 2,450 | - |
| State Aid | 2,887 | 1,031 | 1,856 | - | - | - | - | - | - | - | - |
| TOTAL FUNDING SOURCES | 22,882 | 5,075 | 3,352 | 14,455 | 2,205 | 2,450 | 2,450 | 2,450 | 2,450 | 2,450 | - |

APPROPRIATION AND EXPENDITURE DATA (\$000s)

| | | | |
|-----------------------------|--------|--------------------------|--------|
| Appropriation FY 19 Request | - | Year First Appropriation | FY15 |
| Appropriation FY 20 Request | 2,450 | Last FY's Cost Estimate | 19,687 |
| Cumulative Appropriation | 10,980 | | |
| Expenditure / Encumbrances | 7,076 | | |
| Unencumbered Balance | 3,904 | | |

PROJECT 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 within 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. For FY16-18 refreshes, the schedule increased to three per year. Starting with FY19, the schedule will be adjusted to reflect actual implementation to plan for two refreshes per year with the understanding that all 21 branches would be evaluated and refurbished as needed. 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.

COST CHANGE

Added expenditures and funding in FY23 and FY24.

PROJECT JUSTIFICATION

The Department's Facilities Plan 2013-2016 called 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 12 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.

DISCLOSURES

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.