


MEMORANDUM

March 2, 2018

TO: County Council

FROM: Gene Smith, Legislative Analyst 

SUBJECT: **CIP Worksession** – FY19-24 Capital Improvements Program (CIP): Libraries

Expected Attendees:

Anita Vassallo, Acting Director, Montgomery County Public Libraries (MCPL)
Rita Gale, Facilities and Strategic Planning, MCPL
James Donaldson, Assistant Director for Collection and Technology, MCPL
Lennadene Bailey, Business Manager, MCPL
Greg Ossont, Deputy Director, Department of General Services (DGS)
Deborah Lambert, Office of Management and Budget

Health and Human Services (HHS) Committee recommendations

- **21st Century Library Enhancements Level of Effort: Approve (3-0)**
- **Library Refurbishment Level of Effort: Approve (3-0)**
- **Clarksburg Library: Approve (3-0)**
- **Noyes Library for Young Children Rehabilitation and Renovation: Approve (3-0)**
- **Silver Spring Library: Recommended for close out (3-0)**

Overview

There are five ongoing projects and one project scheduled for close out in the Executive's recommended FY19-24 CIP for MCPL (see ©1-12). The Wheaton Library and Recreation Center is tentatively scheduled for discussion by the Council on March 20.

A. 21st Century Library Enhancements Level of Effort

Project Description

This project is intended to maintain and keep technology current in existing libraries by updating technology and technology support systems. Some funding programmed in this project supports technology updates in the Library Refurbishment CIP project. This is a level of effort project.

Use of Funds

See ©4-5 for the recommended Project Description Form (PDF) of this project. The proposed expenditure schedule is below.

FY19-24 Expenditure Schedule (\$000s)

Cost Elements	Total 6 Years	FY19	FY20	FY21	FY22	FY23	FY24
Planning, Design and Supervision	900	150	150	150	150	150	150
Construction	4,050	675	675	675	675	675	675
Other	4,050	675	675	675	675	675	675
Total	9,000	1,500	1,500	1,500	1,500	1,500	1,500

Recommended funding source is \$9.0 million in current revenue: general.

Highlights

See ©13-15 for a list of projects completed in FY17 and programmed in FY18-20 for this CIP project.¹ Several projects that were scheduled for FY18 have been deferred to FY19 as part of the FY18 Savings Plan. The projects scheduled for FY19 and FY20 continue to expand the technology capabilities of library branches to meet the growing needs of residents, both in accessing traditional library materials (e.g., self-checkout machines) and newer technology (e.g., 3D scanners and printers).

Changes from the FY17-22 CIP

The recommended FY19-24 CIP expenditure schedule is unchanged compared to the FY17-22 amended CIP.

B. Library Refurbishment Level of Effort

Project Description

This project provides a structured process to ensure that all branches are modernized with updated technologies and service delivery improvements. Some work identified during a branch's refresh process (e.g., technology improvements) may be funded through other CIP projects. This is a level of effort project.

¹ Note that this list is subject to change for future fiscal years. MCPL and DGS coordinate regularly to ensure projects are implemented effectively and may make minor modifications as projects progress.

Use of Funds

See © 8-9 for the recommended PDF of this project. The proposed expenditure schedule is below.

FY19-24 Expenditure Schedule (\$000s)

Cost Elements	Total 6 Years	FY19	FY20	FY21	FY22	FY23	FY24
Planning, Design and Supervision	2,313	353	392	392	392	392	392
Construction	11,262	1,722	1,908	1,908	1,908	1,908	1,908
Other	880	130	150	150	150	150	150
Total	14,455	2,205	2,450	2,450	2,450	2,450	2,450

Recommended funding source: \$14.455 million in General Obligation (G.O.) bonds.

Highlights

Below are the highlights for the current and anticipated branch refresh projects.²

FY17 branches

Bethesda: Construction is nearing substantial completion and the reopen date is tentatively scheduled for April 14 at 10:00 AM.

Quince Orchard: Construction was completed, and the branch reopened on December 16, 2017.

White Oak: Construction is nearing substantial completion and the reopen date is tentatively scheduled for April 2 at 10:00 AM.

FY18 branches

Long Branch, Maggie Nightingale, and Marilyn Praisner all held kickoff design meetings in January 2018 and construction at each branch is anticipated to begin in FY19.

FY19 branches (anticipated)

Germantown and Chevy Chase

FY20 branches (anticipated)

Potomac and Damascus

Changes from the FY17-22 CIP

The recommended FY19-24 CIP expenditure schedule is mostly unchanged compared to the FY17-22 amended CIP. The only change is the restoration of \$359,000 for construction in FY22.³ **While the expenditure schedule is mostly unchanged, the number of planned refresh projects will be reduced by one per year beginning in FY19.** MCPL and DGS believe that two refresh projects a year is a more appropriate target based on experience from the prior refresh projects.

² Branches are listed by the fiscal year that planning and design began. Generally, construction occurs the next fiscal year.

³ The Council approved a shift of \$359,000 in G.O. bonds from FY22 to FY17 in November 2016 to address funding needs for those refresh projects.

This shift does not significantly impact the rate of refresh projects for the system. Including the branches anticipated in FY19 and FY20, a total of 15 of the 21 branches either will have completed a refresh project or be in process for a refresh.⁴ For the remaining branches, several recently completed major construction or renovations (e.g., Olney and Silver Spring) and do not require a significant refresh in the near-term.

C. Clarksburg Library

Project Description

This project provides for design and construction of a library branch and associated parking in the Clarksburg area, per the Clarksburg Master Plan.

Use of Funds

See ©6-7 for the recommended PDF for this project. The proposed expenditure schedule is below.

FY19-24 Expenditure Schedule (\$000s)

Cost Elements	Total 6 Years	FY19	FY20	FY21	FY22	FY23	FY24
Planning, Design and Supervision	2,134	-	-	-	-	1,064	1,070
Total	2,134	-	-	-	-	1,064	1,070

Recommended funding source: \$2.134 million in G.O. bonds.

Highlights

This project only includes expenditures for planning, design and supervision (“PDS”). During the public hearing for the FY19-24 CIP, four individuals spoke in support of constructing the Clarksburg Library and including a STEM lab in the future library (see ©16-19).⁵

Changes FY17-22

The recommended FY19-24 CIP expenditure schedule delays the PDS expenditures from FY21 and 22 to FY23 and 24 compared to the FY17-22 CIP. The Executive is recommending this shift based on the progress of the private development for the Clarksburg Town Center so that the timing of the library construction occurs in tandem with the town center development. Constructing the library with the town center ensures that disruption at the site is minimized.

D. Noyes Library for Young Children Rehabilitation and Renovation

Project Description

This project provides for a comprehensive rehabilitation of a historic library.

⁴ The map on ©3 lists 22 branches. The Correctional Facility branch is not open to the public and its operational expenditures are not funded through MCPL; therefore, this branch is not included in the refresh projects.

⁵ STEM – Science, Technology, Engineering, and Math.

Use of Funds

See ©10-12 for the recommended PDF for this project. The proposed expenditure schedule is below.

FY19-24 Expenditure Schedule (\$000s)

Cost Elements	Total 6 Years	FY19	FY20	FY21	FY22	FY23	FY24
Planning, Design and Supervision	265	265	-	-	-	-	-
Site Improvements and Utilities	30	30	-	-	-	-	-
Construction	2,350	2,350	-	-	-	-	-
Other	105	105	-	-	-	-	-
Total	2,750	2,750	-	-	-	-	-

Recommended funding sources: \$0.65 million in G.O. bonds, \$1.80 million in contributions, and \$0.50 in current revenue.

Highlights

The project remains in the design phase while fundraising is completed by the Noyes Children's Library Foundation. The foundation estimates that it still needs to raise \$1.0 million and has scheduled several fundraising events this spring. The foundation believes that fundraising will be completed quickly since the design of the project was approved by the Maryland Historical Trust (MHT) the fall of 2017.

In addition to this renovation project, the County completed a project for ADA compliance at the Noyes Library. This project was not funded through this CIP project. It was completed March 2016 and included wheelchair accessibility to primary function floor of the library.

Schedule

Construction will begin once fundraising for the project is complete.

Changes FY17-22

The recommended FY19-24 CIP expenditure schedule delays the expenditures to FY19 compared to the FY17-22 CIP based on the progress of the fundraising efforts.

E. Projects recommended for close out

The Executive recommends closing out one project for MCPL at the end of FY18, the Silver Spring Library Project (P710302). Construction is complete and there are no outstanding expenditures;

This packet contains:

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Public Libraries

PROGRAM DESCRIPTION AND OBJECTIVES

Montgomery County Public Libraries (MCPL) offers free and equal access to services and resources to assist the people of Montgomery County in finding ideas and information to sustain and enrich their lives.

MCPL provides library services throughout the County in 21 branch libraries and one Montgomery County Correctional Facility Library. MCPL's branches provide over 550,000 square feet of space for services, in branches that range in size from 900 to over 80,000 square feet. MCPL provides service in an historic landmark building at the Noyes Library for Young Children, and kiosk service at the Mid-County Recreation Center.

The 21 Library branches provide access to library services, including over 500 public access computers, meeting rooms, individual and group study rooms, seating, Wi-Fi Internet access, and other service features. Some branches include features such as Accessibility Resource Centers (provide assistive technologies including specialized computers and other equipment), Discovery Rooms (reservable rooms for children to learn through play), Digital Media Labs, and collaborative learning spaces managed by MCPL partners such as KIDMuseum (a makerspace experience for children), the Gilchrist Center that serves new Americans, and Montgomery College.

MCPL offers a collection of over 2.3 million physical books and media, and more than half a million electronic books, audiobooks, music, reference, and other viewable or downloadable materials. MCPL also creates useful content and provides services via its Web Page and social media outlets.

Branch-specific materials collections, technology, service delivery models, and interior geography are reviewed, modernized, and realigned via the Library Refurbishment project or during new building construction projects, such as the Wheaton Library and Community Recreation Center project in this Capital Improvements Program (CIP). In addition, system wide technology and other service features are modernized via the 21st Century Library Enhancement project. The mix of books, media, physical features, and technologies used for each branch is determined by analysis of the needs of each community via demographic analysis, the physical characteristics of the buildings and sites, and resource constraints.

The FY2017-2020 Strategic Plan embraces new media and technologies and provides access to services, resources, and programs so that everyone can participate in becoming a more Literate, Connected, Strong, Vibrant, and Delighted Montgomery County. The plan recognizes the need to more responsively adapt library services to rapid changes in technology and the increasing diversity of our customers and their needs. This CIP continues the strategic approach to modernizing library branches, investing in system wide technology and services infrastructure, and developing a faster, more targeted approach to physical and programmatic changes to libraries.

HIGHLIGHTS

- Complete "refresh" renovations of the Bethesda and White Oak libraries.
- Plan and construct refresh projects at the Long Branch, Marilyn Praisner, and Maggie Nightingale libraries by FY19.
- Plan for refresh projects for the remainder of the FY19-24 CIP cycle.
- Continue implementation of a 21st Century Library Enhancements project that will allow Public Libraries to respond to customer demands and library trends that require changes in the equipment and related furnishings of library buildings.
- Complete construction of a combined Library and Community Recreation Center in Wheaton.
- Fund costs through schematic design for a new library in Clarksburg.

PROGRAM CONTACTS

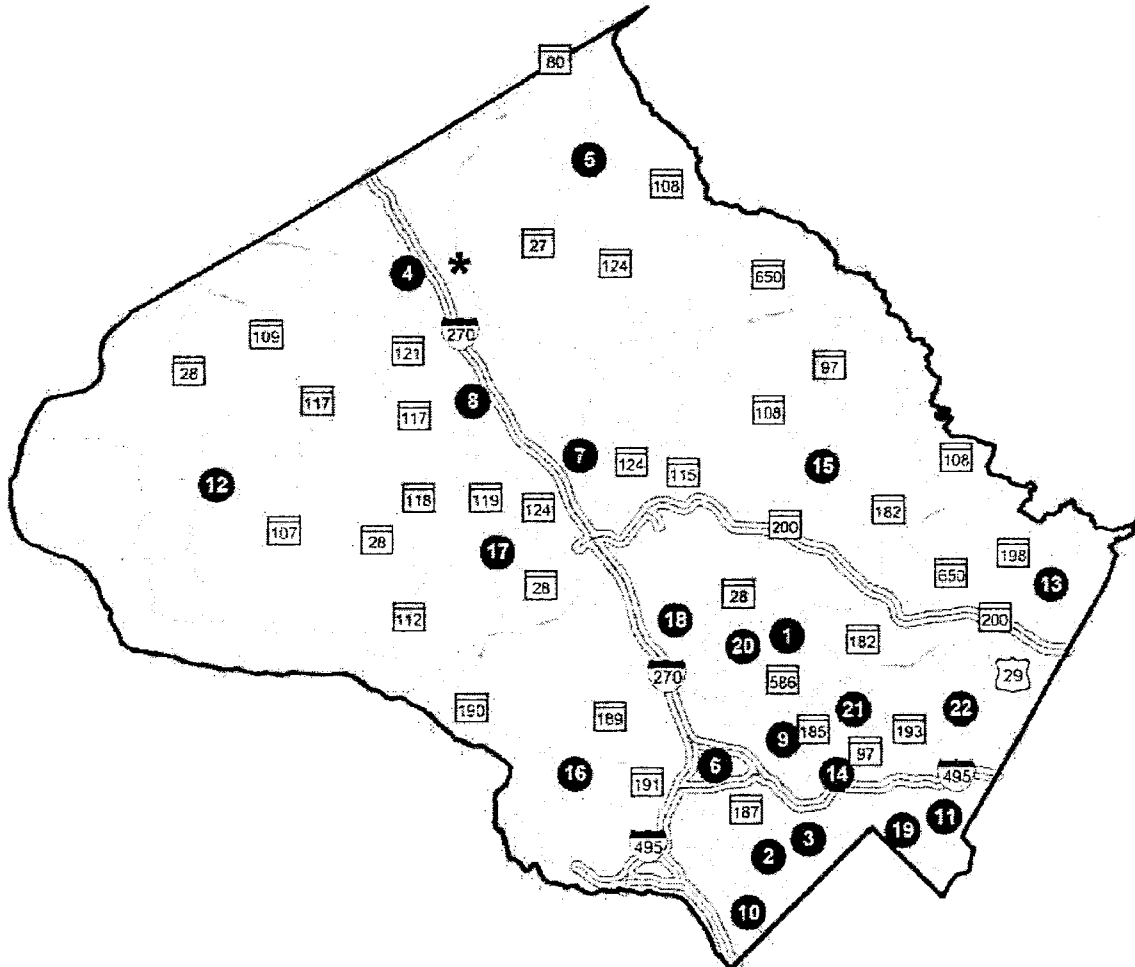
Contact Rita Gale of the Department of Public Libraries at 240.777.0022 or Deborah Lambert of the Office of Management and Budget at 240.777.2794 for more information regarding this department's capital budget.

CAPITAL PROGRAM REVIEW

Five ongoing projects totaling \$30.2 million comprise the recommended FY19-24 CIP for Public Libraries. This represents a decrease of \$57.7 million, or -65.6 percent, from the amended FY17-22 total six-year cost of \$87.9 million. The cost decrease results primarily from the completion of the Wheaton Library and Recreation Center. The Public Libraries FY19-24 CIP is funded primarily by general obligation bonds. Current revenue is generally used for the acquisition of library materials at new and expanded libraries and technology and minor building modifications that do not qualify for bond funding. The Department of Public Libraries also actively pursues State Aid for its capital projects.

Montgomery County, Maryland

Public Libraries



- | | | | |
|-------------------------|-----------------------|-------------------------------------|-------------------------|
| 1 Aspen Hill ❖ | 7 Gaithersburg ❖ | 13 Marilyn J Praisner ❖ | 18 Rockville Memorial ❖ |
| 2 Bethesda ❖ | 8 Germantown ❖ | 14 Noyes Library for Young Children | 19 Silver Spring ❖ |
| 3 Chevy Chase | 9 Kensington Park | 15 Olney ❖ | 20 Twinbrook |
| 4 Correctional Facility | 10 Little Falls | 16 Potomac | 21 Wheaton Interim ❖ |
| 5 Damascus ❖ | 11 Long Branch ❖ | 17 Quince Orchard ❖ | 22 White Oak ❖ |
| 6 Davis | 12 Maggie Nightingale | * Clarksburg (Proposed) | |

❖ Open on Sundays

MCPL Express @ Mid-County Recreation Center will provide materials for checkout, a book return, and holds service.

See <http://www.montgomerycountymd.gov/library> for a full listing of Library Hours and Holidays, Services, and Policies.



21st Century Library Enhancements Level Of Effort (P711503)

Category	Culture and Recreation	Date Last Modified	12/29/17
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	1,490	590	-	900	150	150	150	150	150	150	-
Construction	4,998	45	903	4,050	675	675	675	675	675	675	-
Other	5,165	884	231	4,050	675	675	675	675	675	675	-
TOTAL EXPENDITURES	11,653	1,519	1,134	9,000	1,500	1,500	1,500	1,500	1,500	1,500	-

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	225	225	-	-	-	-	-	-	-	-	-
Current Revenue: General	11,428	1,150	1,278	9,000	1,500	1,500	1,500	1,500	1,500	1,500	-
Short-Term Financing	-	144	(144)	-	-	-	-	-	-	-	-
TOTAL FUNDING SOURCES	11,653	1,519	1,134	9,000	1,500	1,500	1,500	1,500	1,500	1,500	-

APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 19 Request	1,153	Year First Appropriation	FY15
Appropriation FY 20 Request	1,500	Last FY's Cost Estimate	9,000
Cumulative Appropriation	3,000		
Expenditure / Encumbrances	1,923		
Unencumbered Balance	1,077		

Project Description

This level of effort project is intended to maintain and keep technology current in existing libraries by updating technology and technology support systems. When appropriate, upgrades will be coordinated with Library Refurbishment project work.

Estimated Schedule

Project started in FY15 and work will progress on an as needed basis.

Cost Change

Cost increase is due to the addition of FY23 and FY24 expenditures. FY18 reductions in Current Revenue are related to the FY18 Savings Plan.

Project Justification

This funding will allow the Department of Public Libraries, Department of General Services, and Department of Technology Services to respond to customer demands and library trends that require changes in the equipment and related furnishings of library buildings. This includes provision of new equipment such as loanable tablets and laptops, 3D printers in select locations, upgrade self checkout machines, and modifying service desks to provide single points of service or modernizing furniture to allow tablet arms on lounge chairs or erasable/writable surfaces on tables in children's rooms. It will also provide funding to do minor upgrades of electrical and data connections as improvements are made to the services and programs. This project will improve the level of service to the community by keeping the library system more current and responsive to the needs of the community. Rather than the current 30+ year cycle of renovations, funds will be available to modify technology on a much shorter timeframe.

Disclosures

Expenditures will continue indefinitely.

Coordination

Department of General Services, Department of Public Libraries, Department of Technology Services



Clarksburg Library (P710500)

Category	Culture and Recreation	Date Last Modified	01/04/18
SubCategory	Libraries	Administering Agency	General Services
Planning Area	Clarksburg and Vicinity	Status	Planning Stage

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	2,134	-	-	2,134	-	-	-	-	1,064	1,070	-
TOTAL EXPENDITURES	2,134	-	-	2,134	-	-	-	-	1,064	1,070	-

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	2,134	-	-	2,134	-	-	-	-	1,064	1,070	-
TOTAL FUNDING SOURCES	2,134	-	-	2,134	-	-	-	-	1,064	1,070	-

APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 19 Request	-	Year First Appropriation	
Appropriation FY 20 Request	-	Last FY's Cost Estimate	2,134
Cumulative Appropriation	-		
Expenditure / Encumbrances	-		
Unencumbered Balance	-		

Project Description

This project provides for the design and construction of a library and associated parking, located in Clarksburg, as outlined in the Clarksburg Master Plan, and appropriate to the needs of the community.

Location

Clarksburg, MD

Estimated Schedule

Planning, design and supervision funds are included in FY23 and FY24.

Project Justification

The Department's Strategic Facilities Plan (1998 – 2003) recognized the need for library services in the Clarksburg area, including

a needs assessment completed in 2001. The Department confirms that the Clarksburg area continues to meet the criteria for a new facility, as outlined in The Department's Facilities Plan 2013-2016. The Clarksburg population is expected to increase from 13,766 in 2010 to almost 40,000 by 2025. The closest library is the Germantown branch, which opened in 2007. The library will serve as the community connection hub to ideas, learning, and the exchange of information. It will improve the community through facilitating knowledge creation, informing the community, and inspiring lifelong learning and collaboration.

Fiscal Note

Dedication of a 1.1 acre site was approved by the Montgomery County Planning Board on July 23, 2015 as part of the developer Third Try LLC's design for the site plan for the unbuilt portions of the Town Center on the east and west sides of the development.

Coordination

Maryland-National Capital Park and Planning Commission, Department of General Services, Department of Technology Services, Department of Permitting Services, Washington Suburban Sanitary Commission, Clarksburg Town Center Development District, Department of Public Libraries, Upcounty Regional Service Center



Library Refurbishment Level of Effort (P711502)

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.



Noyes Library for Young Children Rehabilitation and Renovation (P711704)

Category	Culture and Recreation	Date Last Modified	01/04/18
SubCategory	Libraries	Administering Agency	Public Libraries
Planning Area	Kensington-Wheaton	Status	Planning Stage

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	615	79	271	265	265	-	-	-	-	-	-
Site Improvements and Utilities	30	-	-	30	30	-	-	-	-	-	-
Construction	2,350	-	-	2,350	2,350	-	-	-	-	-	-
Other	105	-	-	105	105	-	-	-	-	-	-
TOTAL EXPENDITURES	3,100	79	271	2,750	2,750	-	-	-	-	-	-

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	1,000	79	271	650	650	-	-	-	-	-	-
Contributions	1,600	-	-	1,600	1,600	-	-	-	-	-	-
Current Revenue: General	500	-	-	500	500	-	-	-	-	-	-
TOTAL FUNDING SOURCES	3,100	79	271	2,750	2,750	-	-	-	-	-	-

OPERATING BUDGET IMPACT (\$000s)

Impact Type	Total 6 Years	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
Maintenance	35	-	7	7	7	7	7
Energy	30	-	6	6	6	6	6
Program-Staff	925	-	185	185	185	185	185
Program-Other	5	-	1	1	1	1	1
NET IMPACT	995	-	199	199	199	199	199
FULL TIME EQUIVALENT (FTE)		-	2.3	2.3	2.3	2.3	2.3

APPROPRIATION AND EXPENDITURE DATA (\$000s)

Appropriation FY 19 Request	-	Year First Appropriation	FY17
Appropriation FY 20 Request	-	Last FY's Cost Estimate	3,100
Cumulative Appropriation	3,100		
Expenditure / Encumbrances	81		
Unencumbered Balance	3,019		

APPROPRIATION AND EXPENDITURE DATA (\$000s)

Project Description

This project will provide for a comprehensive rehabilitation of this historic library to include conversion of the attic into a finished second floor, renovation of the first floor, and the addition of a finished basement, an elevator, Americans with Disabilities Act (ADA) compliant restrooms, and egress stairs. The rehabilitated facility will be able to accommodate more attendees and more types of programming and services than are possible in the current facility.

Location

10237 Carroll Place, Kensington, Maryland 20895

Estimated Schedule

A draft Concept Plan was reviewed by the County and the Noyes Children's Library Foundation in the Summer of 2013 and agreed upon as the basis for the project design. Initial soil bore testing was completed in late Fall 2013, indicating there were no major problems anticipated. Design began in FY17, and construction will commence when the necessary funds for the complete project are successfully raised by the Noyes Children's Library Foundation. The project has been submitted to the Maryland Historic Trust (MHT) for the review and creation of a Memorandum Of Agreement (MOA) between the MHT, the County, and the Foundation. The MOA is expected to be helpful for private fundraising.

Project Justification

The Noyes Library is a small, historically designated library with services specifically focused on Pre-Kindergarten education and Early Childhood (infants through approximately age 8). The small scale and intimate setting of the library are unique and provide a signature experience for children, but the building is not ADA compliant. In 2010, the County proposed a modest effort that would have addressed the ADA issues in the most basic manner possible, as well as made small changes to the library layout that would have positively impacted programming and service offerings. Since that time, the County and the Foundation discussed a more comprehensive rehabilitation of the Noyes Library for Young Children that preserved the library's unique, small-scale, intimate experience, while making substantial improvements to the building that supported use by persons with disabilities, new space for program preparatory and collection work by staff, and additional space for programs. The County Executive is proposing, via this project, a partnership to support this enhanced vision of the Noyes Library for Young Children.

Fiscal Note

The project is to be funded by County General Obligation (GO) Bonds and private funds that will be raised by the Noyes Children's Library Foundation according to the requirements of the Memorandum of Understanding (MOU) between the County and the Noyes Children's Library Foundation which codifies the fundraising and project plan. In addition, Current Revenue funding of \$300,000 in FY17 and \$200,000 in FY18 has been moved from Capital Improvement Grants for the Arts and Humanities from Cost Sharing project P720601. The construction phase will not begin until the Noyes Children's Library Foundation completes its fund raising and provides the construction funding in full to the County.

Disclosures

A pedestrian impact analysis will be performed during design or is in progress.

Coordination

Department of Public Libraries, Department of General Services, Noyes Children's Library Foundation, Maryland-National Capital Park and Planning Commission, Montgomery County Parks, Mid-County Regional Services Center, Washington Suburban Sanitary Commission, Pepco, Town of Kensington Park, Maryland Historic Trust.

MCPL Projects by Fiscal Year and Job Status

#	Fiscal Year	Project Item	Project Description	Description	Projected Cost	Status
1	FY17	Refresh Project	CIP \$ Transfer to Library Refurbishment		352,800.00	Completed
2	FY17	Vocera	Integrated communication system that enables team to collaborate faster and easier with a hands free wearable badge.	Gaithersburg, Germantown, Long Branch, Little Falls, Rockville. Added 911 dial-out & Incoming calls at Silver Spring	204,000.00	Ongoing
3	FY17	POS System	Talech Point of Sale system	Tablet based Point of Sale system to replace aging cash registers. Provides single point of sale for both cash and credit card transactions, increasing efficiency, reducing errors, and saving staff time. Installed at Rockville.	50,000.00	Ongoing
4	FY17	3D scanners	Next Engine 3D Scanner w/ MultiDrive and ScanStudio ProScan at 4 Library Branches. Completed at Olney	Scanner that scans 3 dimensional objects to produce digital files compatible with 3D printers. EnableS residents to digitize physical objects to produce virtual collections of artifacts and also modify existing objects before reprinting them. Empowers residents to become savvy and successful in emerging and additive manufacturing economies.	23,000.00	Ongoing
5	FY17	Software	Digital Media Lab software	Adobe Creative Suite, Final Cut Pro, etc.in Digital Medeia Lab at Long Branch and Silver Spring	9,600.00	Completed
6	FY17	Chromebooks	Google laptops comparable to those used by students in MCPS for use within library branches	Avaiable at each branch to allow parents to familiarize themselves with the devices and web apps their children are using in school in order to make them better able to help their children be academically successful.	21,000.00	Completed
7	FY17	Stem Kits- Maker Crates- Tinker Carts	LittleBits Kits containing coding and circuitry activities for use in children's programming. Shared branch resource.	Kits containing coding and circuitry activities for use in children's programming. Supports STEM education and exposes children to opportunities to learn 21st Century skills through library programming and to encourage learners to explore electronics.	16,000.00	Completed
8	FY17	Mobile Hot Spots and Mifi (4G Broadband)	20 Laptops and 20 Hotspots at Gaithersburg. 10 Laptops and 10 Hotspots at Aspen Hill, Marilyn Praisner, & Maggie Nightingale.	Public laptops plus mobile hotspot device to provide internet access for customer. Allows customers who may not have the internet at home to participate in the digital world outside the library building	103,000.00	Ongoing
9	FY17	In-House Circulating Laptops	Lenovo laptops for public use inside each library branch	Provides customers with an alternative to the public computers which increases their privacy and allows them to use comfortable seating throughout the library. Also helpful to parents who have work to do while their children play in the children's area.	174,000.00	Completed
10	FY17	Charging carts	Large cart for charging laptops, tablets, chromebooks, etc., and for secure storage.	Ensures devices are charged for customer use and prevents theft when devices are not in use	14,700.00	Completed
11	FY17	Podcast Transcription	Transcription of each episode of library podcast to make ADA accessible.	Makes podcast accessible to the deaf as part of our expansion of services to persons with disabilities.	2,500.00	Completed
12	FY17	Apple TVs	2 Devices to mirror iPad screen to flatscreen television.	Used by outreach staff to teach basic computing classes to seniors.	300.00	Completed
FY17 Total					970,900.00	

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13	FY18	Refresh Project	CIP \$ Transfer to Library Refurbishment		245,000.00	Annual
14	FY18	Smart Room Technology (Aspen Hill, Little Falls, and Davis completed to date)	Meeting Rooms and collaboration space equipped with large wall monitor and laptop; collaboration spaces include a mediascape-type table and monitor setup. Equipment include a webcam, powered furniture to accompany electrical wiring upgrades.	Replaced antiquated "media carts" with computers and projectors with more modern means for staff and public to share their Powerpoint slides, videos, etc. with groups.	283,500.00	Ongoing
15	FY18	Self Charge Machines (in progress)	Replace 60 checkout machines [w/warranty, delivery, set up, maintenance.] RFP in Procurement	Units that allow customers to check out materials themselves with their library card. Improves customer experience by not requiring customers to wait in line to check out materials. Alleviates workload on public service staff.	492,000.00	Ongoing
FY18 Total					1,020,500.00	
16	FY19	Refresh Project	CIP \$ Transfer to Library Refurbishment		383,380.00	Annual Ongoing
17	FY19	Podcast Transcription	Recording equipment	Improves quality and professional sound of library podcast, which serves an important marketing function and provides thought-provoking dialogue on matters of importance to library customers/County residents.	2,500.00	Ongoing
18	FY19	Telephone renewal	Annual telephone renewal service	Continue to provide the ability for customers to renew materials by telephone	7,000.00	Ongoing
19	FY19	Digital Media Lab software	Provide software at additional branches	Expand the availability of software such as Adobe Creative Suite, Final Cut Pro, etc.at other library branches	9,700.00	Ongoing
20	FY19	Espresso Book Machine	Serves as a self publishing site that creates professional quality paperback books.	Device that allows customers to print original work in bound book format. Empowers local authors to self publish at the library.	145,000.00	Ongoing
21	FY19	LibStaffer	Scheduling Software in collaboration with MCTime	Software to standardize and automate scheduling in all branches/units. Creates uniformity in scheduling practices across branches and units to minimize errors and assure human resources are deployed effectively. Reduces managerial workload in schedule creation. (Ongoing annual cost)	5,000.00	Ongoing
22	FY19	Self Charge Machines	Expansion in support of Single Service Desk model, additional units per branch	ongoing, annual cost	246,000.00	Ongoing
23	FY19	Mobile Hot Spots Expansion	Provide 10 Laptops and 10 Hotspots at 15 additional branches; including data plan - Mifi (4G Mobile Broadband Unlimited)	Plus ongoing, annual expense	132,500.00	Ongoing
24	FY19	CAT6 Network Cable Upgrade	Update network cabling at 15 library branches to meet specifications.	Resolves network issues caused by old cables that is not up to specification	470,000.00	Ongoing
FY19 Total					1,401,080.00	

25 FY20	Refresh Project	CIP \$ Transfer to Library Refurbishment		585,000.00	Annual
26 FY20	Podcast Transcription	Ongoing costs of Podcast Transcription service	ongoing, annual cost	2,500.00	Ongoing
27 FY20	Telephone renewal	Annual telephone renewal service	Continue to provide the ability for customers to renew materials by telephone	7,000.00	Ongoing
28 FY20	Digital Media Lab software	Provide software at additional branches	Expand the availability of software such as Adobe Creative Suite, Final Cut Pro, etc.at other library branches	9,700.00	Ongoing
29 FY20	Deep Freeze Cloud Ultimate	Application to remotely install software on public computers	Increased our Technology Management department's efficiency and ability to push software and updates to our public computers, reducing staff time and need to travel to facilities	50,000.00	Ongoing
30 FY20	Mediascape	Linkage for multiple laptops in all collaboration rooms	Modernizes our collaboration spaces in all branches to make them more useful to customers for contemporary collaboration.	405,000.00	Ongoing
31 FY20	Smart Board (Long Branch & Gaithersburg)	White boards that can wirelessly transfer writing to laptop	Combines functionality of overhead projector, whiteboard and touchscreen to provide children with interactive educational experiences	24,500.00	Ongoing
32 FY20	DOT Transit digital displays	One DOT Transit screen per site with bus schedule only at 8 branches (SS, RV, GB, GT, BE, AH, TW, LB)	Display comparable to the one in EOB which shows bus schedules and related information. Assists customers in using Montgomery County's transit system successfully.	5,600.00	Ongoing
33 FY20	Mobile Hot Spots Expansion	Expansion of Mobile Hot Spot project	Includes ongoing annual cost	131,000.00	Ongoing
34 FY20	CAT6 Network Cable Upgrade	Data cabling upgrade at Rockville Memorial Library	Resolves network issues caused by old cables that is not up to specification	50,000.00	Ongoing
35 FY20	Charging Stations	Stand alone units for public to charge their digital devices (phones, etc.)	This is a customer need in our facilities and current charging stations will become out of date.	75,000.00	Ongoing
36 FY20	Additional electrical outlets in support of Smart TVs/Signage	15 Library branches will have additional electrical outlets installed to support new Signage and SmartTVs.		22,500.00	Ongoing
37 FY20	Chromebooks	Laptops for home circulation	Phase II of our circulating laptop collection pilot. Inexpensive devices minimize risk.	120,000.00	Ongoing
FY20	LibStaffer	Scheduling Software in collaboration with MCTime	Software to standardize and automate scheduling in all branches/units. Creates uniformity in scheduling practices across branches and units to minimize errors and assure human resources are deployed effectively. Reduces managerial workload in schedule creation. (Ongoing annual cost)	5,000.00	Ongoing
FY20	Maintenance: Self-Checkout Machines	Ongoing maintenance costs of self-checkout machines for library materials		63,000.00	Ongoing
FY20 Total				1,555,800.00	
Grand Total				4,948,280.00	

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FY19-22 CIP Budget Hearing
Testimony to the Montgomery County Council
February 6, 2018

Good Evening President Riemer and County Council Members,

I am Michelle Liang from Rocky Hill Middle School in Clarksburg. On behalf of a student group called Students for Public STEM Labs, I am presenting to you a very exciting and profound proposition: Please create public STEM labs in Montgomery County, and build a public library/public STEM lab combination in Clarksburg as a pilot program.

According to US Chamber of Commerce Foundation, about 50% of the U.S. annual GDP growth is attributed to increases in innovation. STEM education sparks interests in the STEM fields and prepares the next generation of innovators. The burden of STEM education rests on schools, families and communities. STEM learning can be more than a class to finish. It can be informal or family-based, with hands-on and real-life learning experiences. It can also be a community effort, a local or a state educational initiative.

Public STEM labs are ideal educational facilities to help advance STEM education outside the schools. They are accessible to the entire community and any resident in the jurisdiction, providing equal opportunity to all. The service nature of a public library makes it an ideal candidate for public STEM lab/public library combination. In 2015, San Diego Public Library opened a BioTech Lab, providing access to microscopes, centrifuges, and other molecular biology equipment. Montgomery County is home to many federal agencies and research institutes, universities, along with many biotech and information technology firms. They provide a critical mass in STEM forces, STEM career market, as well as STEM environment. Public STEM labs in Montgomery County are an investment for the future and have every reason to exist.

In Montgomery County, Clarksburg is the most rapidly developing community and we really need a public library there. The creation of a Clarksburg Public Library/Public STEM Lab is, therefore, an ideal opportunity for a pilot test of the public STEM labs in Montgomery County. The support from schools, students, and communities are strong, collecting more than 300 signatures in a week through an online petition. One of the supporters, William Hodges, commented, and I quote: "As a STEM educator, I think this is a great idea and that more public funds should absolutely go towards this endeavor."

We want to thank the Council and former Council President Berliner for the encouragement in response to our letter about our environmental study project and the need for public STEM labs. We urge the County Council to include the Clarksburg Public Library/Public STEM Lab item in the CIP budget considerations. Thank you very much for your time and consideration.

Michelle Liang, Students for Public STEM Labs

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Spencer Goldberg
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Clarksburg needs a library and STEM lab.

With the rapidly expanding student population, Schools are in dire need of more educational resources and materials.

A very big problem that is spreading incredibly fast is false information on the internet. Though students are given the internet as a resource, and the school system does try to avoid the sites, there is no guarantee that we are protected from these false facts. And this is where a library comes in.

Information on the internet can be posted by anyone, anywhere, at anytime, without revision or editing. However, books are revised by editing companies, with employees trained to revise over writing. Additionally, the books would be selected by Montgomery County Public Libraries. This would be a much stronger guarantee of truthfulness and reliability.

Furthermore, schools are meant to educate kids and prepare them for life. But because there are so many subjects to teach, schools cannot deeply explore every topic covered in class. But to succeed, kids should be able to pursue their passions, and learn more about what interests them. This would prepare them for choosing what they want to learn in highschool, and where they want to go from there. So, having a public library in Clarksburg would be a great way to allow students to pursue their interests and explore the vast world of knowledge that exists. Why stop students from learning more? That would completely defeat the point of education!

But, Clarksburg does not just need a library. It also needs a STEM lab for students to innovate and create. Ever since I was young, I have wanted to build, create, and engineer projects. I have wanted to perform scientific experiments, and learn hands-on. However, I am unable to do so because of the lack of a proper lab for these projects. A STEM lab would be a great way to involve students in creating and making projects of their own design, which is an amazing way to learn and enjoy your passions.

We are the students of tomorrow, the students that are responsible for our world, and for the next generation. There are many problems that we face, and we will have to find ways to fix them. That means thinking outside the box, and coming up with creative, logical solutions. Many of us are able to think of these ideas, but without any proper materials or space, we haven't made the solutions a reality. This is why we need a STEM lab. We need it to let the creativity and inventiveness of this generation out, and inspire the workers of the future.

These are the reasons why I believe Clarksburg needs a Library and Stem Lab. I hope you take my ideas into consideration. Thank you for your time.

**FY 2019 Capital Budget and 2019-2022 CIP Budget
Testimony to the Montgomery County Council
February 6, 2018**

Good evening, President Riemer and Members of the County Council.

My name is Likan Liang. I am a Cluster Coordinator speaking here on behalf of the Clarksburg school cluster PTAs.

First of all, we want to thank the County Council for the continued support of the public school system in Montgomery County, making it one of the best in the nation. We support fully funding the Board of Education's FY19 Capital Budget and FY19-22 CIP requests.

Clarksburg is the fastest growing community in Montgomery County in recent years and is the last large suburban community to be built in the County. In 2014, Wilson Wims Elementary School was opened to accommodate the fast growth. Soon after the opening, Wilson Wims was overcrowded and became the largest elementary school in the County. It is now at 160% of its capacity, close to the size of a regular high school. Many new subdivisions have been built in the Clarksburg area and many more are still coming. Thanks to the County and BOE, a new elementary school was approved and budgeted to open in 2019 to help address the overcrowding issues in the area. In the 2019-2022 CIP proposal, Superintendent Dr. Smith recommended adding Clarksburg elementary school #9 to be opened in 2021, bringing the total number of schools to 13 in our cluster. We strongly urge the Council to fully fund the BOE proposal to help us address the growth challenges.

Despite the very large size of our cluster, we still don't have a public library in Clarksburg for students, parents, teachers, and community members to use. Materials and resources available at public libraries play an important role in giving everyone a chance to succeed. We strongly support the efforts by students and community members for an innovative Clarksburg Library. While we fully understand the current budget constraints, we also believe that investment in education is critical to help our children succeed. We urge the Council to place Clarksburg Library in the capital budget plans.

Thank you for giving me the opportunity to speak with you tonight.

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My name is Elora and I am an 8th grader at Rocky Hill Middle School. I would love to see a new stem lab included in the Clarksburg Library because there is a very strong interest in science in our community. I have seen this first hand because we have some great classes in the Germantown library like a teen girls computing and engineering class that are very well attended and provide a great resource for kids to learn more about those subjects. I think that a stem lab would introduce and encourage kids even more to pursue science and keep thinking creatively. Some kids may not have access to these science resources otherwise and creating a space to learn about science is not only an investment in our community but an investment in our world. The kids using these stem labs could grow up to make important advancements in science, math, or engineering, but that wouldn't happen without the community's help. Many of us will be participating in internships in our highschool careers at important National research headquarters like NIH and NIST, and it would be beneficial to already have experience at an early age. Like it or not, they say kids are more creative than adults and if we give them the tools they need who knows what the next discovery could be?