TEL: 410-632-1194
FAX: 410-632-3131
E-MAIL: admin@co.worcester.md.us
WEB: www.co.worcester.md.us

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OFFICE OF THE
COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103
SNOW HILL, MARYLAND
21863-1195

HAROLD L. HIGGINS, CPA
CHIEF ADMINISTRATIVE OFFICER
MAUREEN F.L. HOWARTH
COUNTY ATTORNEY

FAXED
11/16/16 @ 4:28pm

November 16, 2016

TO: *The Daily Times Group* and *The Ocean City Today Group*
FROM: Kelly Shannahan, Assistant Chief Administrative Officer KL.
SUBJECT: Worcester County Requested Capital Improvement Plan for FY 2018 through FY 2022
****

Please print the attached notice as a display ad at the legal advertising rates per our agreement in *The Daily Times/Worcester County Times/Ocean Pines Independent* and *Ocean City Digest/Ocean City Today* on December 8, 2016 and December 15, 2016. Please make the advertisement approximately 3 columns wide with a prominent border and place the ad in a part of the newspaper other than the legal ads. Thank you.

Notice of Public Hearing
REQUESTED Five-Year Capital Improvement Plan
FY 2018 through FY 2022
Worcester County, Maryland

The Worcester County Commissioners will conduct a public hearing on the REQUESTED Five-Year Capital Improvement Plan (CIP) for fiscal year (FY) 2018 through FY2022. The CIP is a planning document the County will use in preparing future operating budgets, to anticipate future financial needs of the County and to identify possible funding resources. Inclusion of a project in the CIP does not constitute a guarantee of funding from the County. Some capital projects will be added, deleted and/or amended as necessary. As with the Operating Budget, the projects for each fund have to be balanced with the resources available in that fund. Copies of the Worcester County REQUESTED Capital Improvement Plan for FY2018 through FY2022 summary may be obtained from the Worcester County Administration Office, Room 1103 - Government Center, One West Market Street, Snow Hill, Maryland 21863 or online at www.co.worcester.md.us. For additional information, please contact the County Administration Office at (410) 632-1194.

The public hearing will be held on:

Tuesday, December 20, 2016
at 10:30 A.M.
in the
County Commissioners Meeting Room
Room 1101 - Government Center
One West Market Street
Snow Hill, Maryland 21863

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MAUREEN F.L. HOWARTH
COUNTY ATTORNEY

Public Hearing
December 20, 2016

November 15, 2016

TO: Harold Higgins, Chief Administrative Officer
Worcester County Commissioners

FROM: Kim Reynolds, Budget Accountant K Reynolds

RE: "REQUESTED" Capital Improvement Plan FY2018 through FY2022

Please find attached, the Requested Fiscal Year 2018 through Fiscal Year 2022 Five-Year Capital Improvement Plan. The Plan Summary by Category indicates projects totaling $89,748,633 are requested over the five-year period. Of these projects, $9,744,875 or 10.8% is proposed to come from the General Fund and $47,085,062 or 52.4% from general bond funds. The remaining portion would come from user fees, grant funds, state match funds, state loans, and designated funds. Public School projects have been included in the Capital Improvement Plan.

We would ask you to assess the requests for FY2018 to see if there are items in the plan that the County should review. The FY2018 General Fund request is $2,258,934 or 21% and General Bonds total $1,486,721 or 14% of the capital outlays. The Bond Rating Agencies look closely at the Capital Improvement Plan as a financial planning tool for the County.

We would ask you to hold a public hearing on the requested capital improvement plan. This document should be approved as we begin our FY2018 operating budgets. Should you have any questions please do not hesitate to contact me.

Worcester County

Requested

5 Year Capital Improvement Plan
FY 2018 to FY 2022

NOTE: **The proposed Capital Improvement Plan is a planning document to anticipate future financial needs of the County. Inclusion of a project in the plan does not constitute a guarantee of funding from the county. Some capital projects will be added, deleted and or amended as necessary. As with the Operating Budget, the projects for each fund have to be balanced with the resources available in that fund.**

November 15, 2016

REQUESTED PLAN SUMMARY BY CATEGORY

11/9/2016

WORCESTER COUNTY
FIVE YEAR CAPITAL IMPROVEMENT PLAN
FY 2018 to FY 2022 Project Summary

Project Category	2018	2019	2020	2021	2022	Five Year Project Cost Total	Five Year % to Total Costs	Actual Prior Years	Balance to Complete *	Total Project Cost
General Government	3,152,934	252,941	0	0	0	3,405,875	3.79%	5,469,717	0	8,875,592
Public Safety	1,000,000	4,500,000	4,500,000	0	0	10,000,000	11.14%	0	0	10,000,000
Public Works	5,150,000	5,830,000	1,500,000	1,500,000	1,500,000	15,480,000	17.25%	1,800,000	0	17,280,000
Recreation & Parks	0	900,000	325,000	535,000	570,000	2,330,000	2.60%	0	0	2,330,000
Public Schools	1,086,721	5,698,949	18,436,208	22,008,188	8,690,955	55,921,021	62.31%	853,379	0	56,774,400
Community College	0	0	200,928	2,319,269	91,540	2,611,737	2.91%	0	0	2,611,737
TOTAL	10,389,655	17,181,890	24,962,136	26,362,457	10,852,495	89,748,633	100.00%	8,123,096	0	97,871,729

Source of Funds	2018	2019	2020	2021	2022	Five Year Project Cost Total	Five Year % to Total Costs	Actual Prior Years	Balance to Complete	Total Project Cost
General Fund	2,258,934	2,842,941	1,532,500	1,553,500	1,557,000	9,744,875	10.86%	1,058,717	0	10,803,592
User Fees	800,000	700,000	0	0	0	1,500,000	1.67%	0	0	1,500,000
Capital Project Funds	0	0	0	0	0	0	0.00%	0	0	0
Grant Funds	250,000	1,275,000	292,500	481,500	513,000	2,812,000	3.13%	325,000	0	3,137,000
State Match	1,519,000	7,719,000	6,018,000	2,539,000	1,569,000	19,364,000	21.58%	1,786,000	0	21,150,000
State Loan	2,600,000	465,000	0	0	0	3,065,000	3.42%	475,000	0	3,540,000
Designated Funds	1,475,000	120,000	388,887	2,499,269	1,694,540	6,177,696	6.88%	4,053,379	0	10,231,075
Developer Equity Con	0	0	0	0	0	0	0.00%	0	0	0
Private Donation	0	0	0	0	0	0	0.00%	425,000	0	425,000
Enterprise Bonds	0	0	0	0	0	0	0.00%	0	0	0
General Bonds	1,486,721	4,059,949	16,730,249	19,289,188	5,518,955	47,085,062	52.46%	0	0	47,085,062
Local Bank Loan	0	0	0	0	0	0	0.00%	0	0	0
TOTAL	10,389,655	17,181,890	24,962,136	26,362,457	10,852,495	89,748,633	100.00%	8,123,096	0	97,871,729

* Balance to Complete - Years FY2023 and future

FY 2018 TO FY 2022 SUMMARY BY PROJECT
REQUESTED

11/7/2016

WORCESTER COUNTY
FIVE YEAR CAPITAL IMPROVEMENT PLAN

	FY2018	FY2019	FY2020	FY2021	FY2022	Prior Allocation	Balance To Complete	TOTAL
General Government Facilities								
Courthouse Building Improvements	575,000	0	0	0	0	0	0	575,000
Ocean Pines Library Building Repairs	800,000	0	0	0	0	0	0	800,000
Library New Berlin Branch	1,777,934	252,941	0	0	0	5,469,717	0	7,500,592
Total General Government Facilities	**3,152,934**	**252,941**	**0**	**0**	**0**	**5,469,717**	**0**	**8,875,592**
Public Works								
Asphalt Overlay/Pavement Preservation of Roads	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,000,000	0	8,500,000
Bridge Replacement -Bayside Road Bridge	0	2,000,000	0	0	0	0	0	2,000,000
Water Wastewater								
Mystic Harbour Effluent Disposal	2,350,000	700,000	0	0	0	150,000	0	3,200,000
Newark Spray Irrigation	500,000	930,000	0	0	0	650,000	0	2,080,000
Solid Waste								
Landfill Admin Scale Bldg Renovation & Addition	800,000	700,000	0	0	0	0	0	1,500,000
Total Public Works	**5,150,000**	**5,830,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,800,000**	**0**	**17,280,000**
Recreation & Parks								
Showell Park Land Acquisition & Development	0	900,000	325,000	535,000	570,000	0	0	2,330,000
Total	**0**	**900,000**	**325,000**	**535,000**	**570,000**	**0**	**0**	**2,330,000**
Public Safety								
Worcester County Jail Improvement Project	1,000,000	4,500,000	4,500,000	0	0	0	0	10,000,000
Total	**1,000,000**	**4,500,000**	**4,500,000**	**0**	**0**	**0**	**0**	**10,000,000**

FY 2018 TO FY 2022 SUMMARY BY PROJECT
REQUESTED

11/7/2016

WORCESTER COUNTY
FIVE YEAR CAPITAL IMPROVEMENT PLAN

	FY2018	FY2019	FY2020	FY2021	FY2022	Prior Allocation	Balance To Complete	TOTAL
Public Schools								
Pocomoke Middle School Roof Replacement	0	0	0	180,000	3,172,000	0	0	3,352,000
Showell Elem School Replacement	986,721	5,578,949	18,248,249	16,739,232	0	853,379	0	42,406,530
Stephen Decatur Middle School Addition	100,000	120,000	187,959	5,088,956	5,518,955	0	0	11,015,870
Total Public Schools	**1,086,721**	**5,698,949**	**18,436,208**	**22,008,188**	**8,690,955**	**853,379**	**0**	**56,774,400**
Wor-Wic Community College								
Wor-Wic New Academic Building	0	0	200,928	2,319,269	91,540	0	0	2,611,737
Total Wor-Wic	**0**	**0**	**200,928**	**2,319,269**	**91,540**	**0**	**0**	**2,611,737**

CAPITAL PROJECT SUMMARY - BY SOURCE OF FUNDS

Source of Funds	FY2018	FY2019	FY2020	FY2021	FY2022	Prior Allocation	Balance to Complete	TOTAL
General Fund	2,258,934	2,842,941	1,532,500	1,553,500	1,557,000	1,058,717		10,803,592
User Fees	800,000	700,000						1,500,000
Capital Project Funds								0
Grant Funds	250,000	1,275,000	292,500	481,500	513,000	325,000		3,137,000
State Match	1,519,000	7,719,000	6,018,000	2,539,000	1,569,000	1,786,000		21,150,000
State Loan	2,600,000	465,000				475,000		3,540,000
Designated Funds	1,475,000	120,000	388,887	2,499,269	1,694,540	4,053,379		10,231,075
Developer Equity Contribution								0
Private Donation						425,000		425,000
Enterprise Bonds								0
General Bonds	1,486,721	4,059,949	16,730,249	19,289,188	5,518,955			47,085,062
Local Bank Loan								0
TOTAL	**10,389,655**	**17,181,890**	**24,962,136**	**26,362,457**	**10,852,495**	**8,123,096**	**0**	**97,871,729**

Project: Courthouse Building Improvements

Dept Head, Title & Phone #: John Tustin, Public Works Director, 410-632-5623

Project Summary: Courthouse - Replacement of heating, ventilation, air conditioning and flooring.

Purpose: To replace a 52 year old (1964 vinatge) multizone air handling unit and replacement of excessively worn carpet and floor tiles in high use areas that have not been replaced since 2003.

Location: 1 West Market Street, Snow Hill, MD

Impacts on General Fund Operating, Personnel or Maintenance: No impact to personnel

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								0
Land Acquisition								0
Site Work								0
Construction	575,000							575,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								
TOTAL	575,000	0	0	0	0	0	0	575,000
SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds	575,000							575,000
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0
TOTAL	575,000	0	0	0	0	0	0	575,000

NOTE: Multizone Air Handling Unit est. @ $425,000 + Carpet/Floor Tile est. @ $150,000

PROJECTED OPERATING IMPACTS	0	0	0	0	0			0

Project: Courthouse Building Improvements

Complete the following questions.

Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

• SCOPE: The Courthouse received one of three additions in 1964 and a substantial renovation in 2003. The multizone HVAC system in stalled in the 1964 addition has never been replaced and is beyond its useful life. The Courthouse received a cosmetic renovation in 2003 and the facility has a high volume of Staff and Patrons which has attibuted to degradation of the flooring materials. The flooring should be replaced.

1) The obsolete multizone HVAC system , installed in 1964, cannot maintain space cooling requirements so it need s to be replaced .

2) The carpet and vinyl tile flooring installed 2003 has become overly worn from the high volume of foot traffic. The worn flooring materials need to be replaced.

• SCOPE DEVELOPMENT: The project scopes and recommendations were developed by the engineering firm of Gipe Associates, Inc. for the HVAC and Becker Morgan Group, Inc.

• HISTORICAL INFORMATION: There is substantial research that has been performed that can support the final engineering recommendations.

• FEDERAL MANDATES: Upgrades for the HVAC systems will require that all systems meet all applicable codes for indoor air quality and ozone depleting agents. There are Federal regulations that have to be met.

County benefit.

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Currently, the citizens seeking services from this facility experience interruptions in cooling during court proceedings in the Orphan's Court and this highly-charged environment needs and benefits from space tempertures being maintained at stable set points. The loss of adequate cooling to the occupied spaces occurs on a regular basis when ambient temperatures rise to a level where the equipment is unable to perform to meet the requirements. This loss affects the services provided at Family Services, Orphan's Court, Register of Wills and the Clerk of Court areas of the facility. Replacement of the multizone HVAC system will ensure that comfortable operating environments are maintained. The replacement equipment will also address high humidity issues that have been problematic since the 1964 addition was constructed. If this project is not funded then the greatest negative impact to the citizens and County will be the stifling temperatures when loss of cooling occurs. Replacement of the flooring is paramount to maintaining a clean environment for the patrons and staff. Soil and dust laiden carpet can create allergens that affect the occupants.

Cost estimate.

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The budgetary estimates for the repairs were developed by the engineering firm of Gipe Associates, Inc., the architectural firm of Becker Morgan Group, Inc. and the Worcester County Department of Public Works-Maintenance Division. The final project scope with options has not been determined so conservative estimates were provided. Replacement of the multizone air handling unit system is estimated at $425,000. Replacement of carpet and floor tile is estimated at $150,000.

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

Construction is estimated to take up to a year after formal bidding and project award. This is based on Owner selections, construction sequencing, availability of materials and project commissioning.

Urgency.

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

As stated above, replacement of the multizone HVAC system is critical to maintaining proper temperatures in the office and courtroom spaces.

Project: Ocean Pines Library Building Repairs

Dept Head, Title & Phone #: John Tustin, Public Works Director, 410-632-5623

Project Summary: Ocean Pines library building repairs

Purpose: The library was built in 1999 and the current HVAC system needs to be replaced. The roof system has 2 chimneys that need to be repaired, replaced or removed. The roof system is in need of replacement and interior repairs will need to be completed in conjunction with work done on the building envelope.

Location: Ocean Pines Library, 11107 Cathell Road, Berlin, Maryland

Impacts on General Fund Operating, Personnel or Maintenance: No impact to personnel

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								0
Land Acquisition								0
Site Work								0
Construction	800,000							800,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								
TOTAL	800,000	0	0	0	0	0	0	800,000
SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds	800,000							800,000
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0
TOTAL	800,000	0	0	0	0	0	0	800,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0			0

Project: Ocean Pines Library Building Repairs

Complete the following questions.

Project scope.
Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by Federal Law?

• SCOPE: The Ocean Pines library was built in 1999 and is in need of the following repairs.
1) The roof system leaks and damage is systemic. Roof sheathing, valley flashing and shingles need to be replaced to prevent water intrusion.
2) The brick chimneys (2) leak due to original construction deficiencies. The chimneys need to be partially demolished and reconstructed with proper techniques and construction methods.
3) Aged HVAC systems (4) cannot maintain space cooling requirements. The R22 condensers and evaporator coils are obsolete and need to be upgraded to R410A equipment.
4) Interior drywall repairs to be completed after building improvements.

• SCOPE DEVELOPMENT: The project scopes and final repair recommendations were developed by the engineering firm of Gipe Associates, Inc. for the HVAC and The Whiting-Turner Contracting Company for the building envelope.

• HISTORICAL INFORMATION: There is substantial research that has been performed that can support the final engineering recommendations.

• FEDERAL MANDATES: Upgrades for the HVAC systems will require that all systems meet all applicable codes for indoor air quality and ozone depleting agents. There are Federal regulations that have to be met.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Maintaining the structural integrity of this building is paramount as this facility serves the residents of Ocean Pines and other non-resident patrons such as tourists. The consequences of not funding the repairs described will be short-term and long-term degradation of the structural elements resulting in loss of services to the patrons of this facility. Loss of adequate cooling to the occupied spaces occurs on a regular basis when ambient temperatures rise to a level where the equipment is unable to perform to meet the requirements.

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?
The budgetary estimates for the repairs were developed by the engineering firm of Gipe Associates, Inc., The Whiting-Turner Contracting Company and the Worcester County Department of Public Works-Maintenance Division. The final project scope with options has not been determined so conservative estimates were provided.

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**
Construction is estimated to take up to a year after formal bidding and project award. This is based on construction sequencing, weather conditions/constaints.

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?
Currently, the facility leaks rain water through the roof and chimneys causing considerable interior damage. The occupants of the facility experience interruptions in cooling due to failing or failed equipment. So services to the staff and patrons are adversely affected.

Project: New Berlin Library

Dept Head, Title & Phone #: Jennifer Ranck, Library Director, 410.632.2600

Project Summary: New Berlin Library

Purpose: To replace the current 46 year-old facility with a new, larger building

Location: Harrison Avenue, north of Brittany Lane in the Town of Berlin

Impacts on General Fund Operating, Personnel or Maintenance: There will be increased cost for personnel because an increase in the size of the staff will be required. There will be increased building operation costs - utilities, custodial service, etc. - because it will be a larger building. Repair and maintenance costs, which have been higher than normal in recent years for the existing building, should go down significantly in the first few years of the new building's operation.

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design						409,720		**409,720**
Land Acquisition						430,000		**430,000**
Site Work						650,832		**650,832**
Construction	1,377,934					3,979,165		**5,357,099**
Equipment/Furnishings	400,000	70,000						**470,000**
Other		182,941						**182,941**
EXPENDITURES								
TOTAL	**1,777,934**	**252,941**	**0**	**0**	**0**	**5,469,717**	**0**	**7,500,592**
SOURCES OF FUNDS								
General Fund	758,934	252,941				58,717		1,070,592
User Fees								0
Grant Funds								0
State Match	1,019,000					1,786,000		2,805,000
State Loan								0
Designated Funds						3,200,000		3,200,000
Private Donation						425,000		425,000
Enterprise Bonds								0
General Bonds								0
								0
								0
TOTAL	**1,777,934**	**252,941**	**0**	**0**	**0**	**5,469,717**	-	**7,500,592**
PROJECTED OPERATING IMPACTS	58,165	116,128	119,128	119,128	119,128			412,549

Complete the following questions.

Project scope.
Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

The proposed scope, approximately 11,000 square feet, will create a functional space for the delivery of library service. While the proposed structure is approximately three times the size of the existing branch, the effective increase, in terms of the public portion of the building, will be less. The current building has no staff work space or lounge space; extremely limited storage space; a single, inadequate public rest room; and no multi-purpose room in which to present library programs for children and adults and for community groups to meet.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

The primary benefit of this project will be enjoyed by citizens of and visitors to the Town of Berlin and surrounding areas. The indirect benefit to the entire county will be that the new Berlin Branch will be able to house a larger collection of library materials, all of which will be available to all County residents. Experience and data indicate that there is considerable use of multiple library branches by regular and occasional library users. We expect that most visitors to the new Berlin facility who are not Berlin residents will come from the northern part of the County, including Ocean Pines, West Ocean City, Showell, Whaleyville, etc.

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The new library project has been developed using an integrated design approach. On November 9, 2015 the County Commissioners approved CM services. The project team is comprised of the Architect; Construction Manager; Structural, Civil, and MEP Engineers; County Engineer; Maintenance Superintendent; Library Board President; and Library Director and staff. The team has met over the last ten months to develop the design and determine cost estimate. The latest cost estimate was developed at 75% CDs in August 2016; those figures were used in this request and include a 5% escalation cost.

CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

We expect to complete the design phase and begin the sitework in FY17. Construction is estimated to take fourteen months and should conclude in late FY18.

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

The current Berlin Branch is 46 years old and functionally obsolete for use as a public library. The library outgrew its space years ago and the staff have been creatively accommodating severe space limitations ever since. Programs for children have attracted numbers that overwhelm the facility. Adult programs, discussion groups, lectures, performances, etc. must be conducted in open library space, compromising both the program and typical library use. The boiler and air handling equipment are rapidly approaching the end of their useful lives and will need to be replaced soon. The Berlin Fire Company, owner of the land on which the present library sits, plans to use the building when it becomes theirs so the company can upgrade the efficiency and functionality of the fire station.

Project: Asphalt Overlay/Pavement Preservation of County Roads

Dept Head, Title & Phone #: John H. Tustin, P.E., Public Works Director, 410-632-5623

Project Summary: Asphalt overlay and pavement preservation of County Roads.

Purpose: To preserve and maintain the condition of roads within Worcester County.

Location: Various roads throughout Worcester County.

Impacts on General Fund Operating, Personnel or Maintenance: In FY10 the Highway User Revenue was cut significantly; therefore, the General Fund has been funding the costs of our paving projects. The Highway User Revenue has not been restored to previous allocations which means the General Fund will have to continue to fund our paving projects. This does put a strain on the County's General Fund budget.

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								0
Land Acquisition								0
Site Work								0
Construction								0
Equipment/Furnishings								0
Other	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,000,000		8,500,000
EXPENDITURES								
TOTAL	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,000,000	0	8,500,000
SOURCES OF FUNDS								
General Fund	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,000,000		8,500,000
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0
TOTAL	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,000,000	0	8,500,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0			0

Project: Asphalt Overlay/Pavement Preservation of County Roads

Complete the following questions.

Project scope.
Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law? To preserve and maintain the roads within Worcester County to allow for safe travel. It is not mandated by State or Federal Law. We do receive Highway User Revenue funds to cover transportation costs; however, this allocation has been significantly reduced since FY10.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact? This would benefit the County in general since the project covers all roads maintained by the County. Delay and discontinued funding will enhance deterioration of roads leading to unsafe vehicular travel. This could ultimately result in major road repairs leading to a more costly alternative than simply preserving the road.

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate? Estimate is based on paving projects prior to HUR funding cuts. Although our estimate is higher than previous funding, we feel that the roads in Worcester County are in need of more preservation and maintenance. The additional funding would result in a regular schedule of surface treatment and overlays which would provide safer transportation for vehicular traffic.

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?** N/A

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded? It is vital to continue to preserve and maintain our County Roads. By addressing the road maintenance/resurfacing issues now it will avoid costly repair in the future. If not continued it can lead to a more significant impact not only financially, but as a safety issue for the traveling public.

Project: Bridge Replacement - Bayside Road Bridge - WO203

Dept Head, Title & Phone #: John H. Tustin, P.E., Public Works Director, 410-632-5623

Project Summary: Bayside Road Bridge Replacement

Purpose: To preserve and maintain bridges within Worcester County.

Location: Bayside Road Bridge over Paw Paw Creek

Impacts on General Fund Operating, Personnel or Maintenance: Bridge replacements are typically funded using State Aid and the County General Fund. State Aid will cover 50% of the cost, and the County will be required to pay the other 50%. When budgeting for a bridge replacement project, the County budgets 100% of the total cost of the project then submit a request at the end of the project for 50% reimbursement from the State of Maryland.

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								0
Land Acquisition								0
Site Work								0
Construction		2,000,000						2,000,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								
TOTAL	0	2,000,000	0	0	0	0	0	2,000,000
SOURCES OF FUNDS								
General Fund		1,000,000						1,000,000
User Fees								0
Grant Funds								0
State Match		1,000,000						1,000,000
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0
TOTAL	0	2,000,000	0	0	0	0	0	2,000,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0			0

Project: Bridge Replacement - Bayside Road Bridge - WO203

Complete the following questions.

Project scope.
Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law? Worcester County bridges are inspected either on an annual or biennial cycle. The engineering consulting firm performs a structural evaluation for each bridge and creates the Bridge Suffucuency Rating (BSR). To be eligible for State funding the BSR must be rated at 50 or below. During the last inspection cycle Bayside Road Bridge (WO203) had a BSR rating of 28 making the bridge eligible for State Aid funding. Bridge inspections/replacements are mandated by the State Highway Administration Federal Bridge Program.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact? The citizens and the County benefit from this project since it serves as a connecting point for property owners within the area. It also benefits the general public since various activities, such as the triathlons, are dependent upon its existence. Delaying this project could possibly cause this section of road to be closed to the public and would cause an inconvenience to property owners and citizens.

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate? The cost estimate was developed by means of a comparison to our latest bridge replacement costs in 2016 and an engineers recommendation. The estimated structure costs is on a per foot basis. This estimate could possibly increase due to the rising costs of material and/or labor.

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?** N/A

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded? It is imperative that this project be completed in a timely manner due to the fact that the rating of this bridge could drop significantly which could cause this structure to be closed to the general public.

Project: Mystic Harbour Effluent Disposal

Dept Head, Title & Phone #: John H. Tustin, P.E. Director of Public Works (410) 631-5623

Project Summary: Provide required effluent disposal for the Mystic Harbour Wastewater Treatment Plant by spraying effluent on the Eagle's Landing Golf Course

Purpose: The new Mystic Harbour Wastewater Treatment Plant has a design capacity of 450,000 gallons per day while the effluend disposal well are only permitted for 250,000 gpd. This project will increase the plant disposal capaity by constructing facilities to apply the plant effleunt to the Eagle's Landing Golf Course.

Location: Mystic Harbour Service Area

Impacts on General Fund Operating. Personnel or Maintenance:: As the actual spray activities will be performed by the Golf Course personnel, there will be no change to staffing. However; as more information is developed on monitoring of the system and other potential additional tasks, a need may yet arise.

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	150,000	200,000				150,000		**500,000**
Land Acquisition	300,000	100,000						**400,000**
Site Work								**0**
Construction	1,900,000	400,000						**2,300,000**
Equipment/Furnishings								**0**
Other								**0**
EXPENDITURES								
TOTAL	**2,350,000**	**700,000**	**0**	**0**	**0**	**150,000**	**0**	**3,200,000**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds								**0**
State Match		700,000						**700,000**
State Loan	2,350,000					150,000		**2,500,000**
Designated Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
								0
								0
TOTAL	**2,350,000**	**700,000**	**0**	**0**	**0**	**150,000**	**0**	**3,200,000**
PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Complete the following questions.

Project scope.
Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

The project involves obtaining the required permits, reconstructing the current golf course irrigation system, making the required piping connections, purchasing the existing effluent holding tank from Sun Castaways and paying the negotiated fees for spray rights at the Eagle's Landing Golf Course.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

The primary benefit of this project is the need to provide additional disposal to take advantage of the full capacity of the Mystic Harbour Wastewater Treatment Plant for removal of septic systems, infill development and increased commercial develoment in the service area..

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost estimate was generated in-house based of similar projects. The cost for the irrigation improvements was provided by the Golf Course Operator.

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why.** Requesting **a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

Without the ability to disposal of treatment plant effluent, there will be no ability to serve additional customers in the service area and no corresponding ability to reciver the $12.8 million expended on the Mystic Harbour Wastewater Treatment .

Project: Newark Spray Irrigation

Dept Head, Title & Phone #: John H. Tustin, P.E. Director of Public Works (410) 632-5623

Project Summary: Transitioning of the Newark Wastewater Treatment Plant to Spray Irrigation for effluent disposal

Purpose: Because of the poor quality effluent produced by the Newark Wastewater Treatment plant, it will be necessary to transition this plant from surface discharge to spray irrigation for effluent disposal. In 2008, the County Commissioners identified this need and purchased a property that is suitable for spray.

Location: Newark Sanitary Service Area

Impacts on General Fund Operating. Personnel or Maintenance: Transitioning to spray irrigation will require additional staff time from the Water Wastewater enterprise fund be dedicated to this facility.

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	170,000	90,000						**260,000**
Land Acquisition	20,000					650,000		**670,000**
Site Work								**0**
Construction	310,000	840,000						**1,150,000**
Equipment/Furnishings								**0**
Other								**0**
EXPENDITURES								
TOTAL	**500,000**	**930,000**	**0**	**0**	**0**	**650,000**	**0**	**2,080,000**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds	250,000	465,000				325,000		**1,040,000**
State Match								**0**
State Loan	250,000	465,000				325,000		**1,040,000**
Designated Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
								0
								0
TOTAL	**500,000**	**930,000**	**0**	**0**	**0**	**650,000**	**0**	**2,080,000**
PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Complete the following questions.

Project scope.
Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

The project involves constructing a pipeline between the Newark Treatment Plant and the Spray site, providing storage for effluent at the spray site, installation if spray piping and sprinkler heads and other features needed at the spray site.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

The primary benefit of this project is the reduction in nutriend discharges to the Newport Bay Watershed. If this project is not completed, the Newark Service Area will need to complete significant improvements to the existing wastewater Treatment Plant to comply with water quality regulations.

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost estimate was generated in-house and could be subject to significant change as the final scope of the work is defined

CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

This project may be mandated by orders from MDE.

Project: Landfill Admin Scale Bldg Renovation & Addition

Dept Head, Title & Phone #: John H. Tustin, P.E., Director of Public Works - 410-632-5623

Project Summary: Administration Scale House Renovation & Addition

Purpose: Renovate and add on the Landfill Administration Office to increase and modernize space to become ADA compliant.

Location: Central Landfill

Impacts on General Fund Operating, Personnel or Maintenance: None

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	150,000							150,000
Land Acquisition								0
Site Work								0
Construction	650,000	650,000						1,300,000
Equipment/Furnishings		50,000						50,000
Other								0
EXPENDITURES								
TOTAL	**800,000**	**700,000**	**0**	**0**	**0**	**0**	**0**	**1,500,000**
SOURCES OF FUNDS								
General Fund								0
User Fees	800,000	700,000						1,500,000
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0
TOTAL	**800,000**	**700,000**	**0**	**0**	**0**	**0**	**0**	**1,500,000**
PROJECTED OPERATING IMPACTS	0	0	0	0	0			0

Project: Landfill Admin Scale Bldg Renovation & Addition

Complete the following questions.

Project scope.
Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

Renovate and construct an addition to the existing scale house/administration office at the landfill.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

The project will benefit the landfill administrative employees. The building has not been renovated in over 20 years. They need updates and additions plus a seperation from between employees and administrative employees as well as updating the facilities for ADA compliance.

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost estimate is based on on proposed scope of work and previous building costs.

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

This is a new project for FY18 & FY19.

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

This project is not critical, but is something that would be good to do if resources are available.

Project: Showell Park Land Acquisition & Development

Dept Head, Title & Phone #: Paige Hurley, Director, 410-632-2144 ext 2505

Project: Showell Park Land Acquisition & Development.

Purpose/Description: To acquire approximately 40 acres of land (parcel 184) adjacent to existing Showell Park. In order to develop multipurpose fields and a centralized concession stand/bathroom facility. Also, additional parking would be included in this project. The main purpose for this project is to expand this park to provide the Worcester County Residents more programming opportunities. The department would be able to host our own tournaments to increase revenue. It will also allow the department to partner with other organizations to bring in tournaments.

Location: 11281 Racetrack Rd, Showell, MD 21862

Impacts on General Fund Operating. Personnel or Maintenance: This would increase our operating cost in the form of utilities, irrigation cost, field maintenance equipment/supplies. We would also need an additional seasonal part-time staff member in order to maintain this new area of fields. Then we would need an additional part-time monitor in order to be available to oversee the tournaments and one to three part-time monitors for the concession stand during operating times.

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design			25,000					**25,000**
Land Acquisition		900,000						**900,000**
Site Work			300,000					**300,000**
Construction				500,000	500,000			**1,000,000**
Equipment/Furnishings				25,000	65,000			**90,000**
Other				10,000	5,000			**15,000**
EXPENDITURES								
TOTAL	**0**	**900,000**	**325,000**	**535,000**	**570,000**	**0**	**0**	**2,330,000**
SOURCES OF FUNDS								
General Fund		90,000	32,500	53,500	57,000			**233,000**
User Fees								**0**
Grant Funds		810,000	292,500	481,500	513,000			**2,097,000**
State Match								**0**
State Loan								**0**
Designated Funds								**0**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds								**0**
								0
								0
PROJECTED OPERATING IMPACTS	**0**	**900,000**	**325,000**	**535,000**	**570,000**	**0**	**0**	**2,330,000**

Complete the following questions.

Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

Acquisition and development of land next to Showell Park in order expand this park into a premiere facility.

County benefit.

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

It will allow the department to increase our revenue by bringing in outside teams to participate in tournaments that will make a positive economic impact on the county as a whole by using hotels, restaurants, gas stations, etc. It will be a huge opportunity to Worcester County citizens by allowing the department to offer more programming in the northern end of the county.

Without this park expansion, our department will not be able to expand our programming offering. We will also not be able to keep up with current industry trends/standards. We will stay at status quo. This facility would allow us to become a premiere destination for larger sporting events. We would be able to host our own events instead of helping other area organizations. We currently do not have the facility to allow us to do this because we do not have a park that has premiere fields or enough fields at one park.

Cost estimate.

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

These estimates are all projections based on similar projects that were completed in other county recreation departments. These projections are geared toward the higher end and could come in under these estimates. In addition, the price of the land acquisition will be based on two state approved appraisals due to using Program Open Space Funding.

CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

The timing of this project was moved up due to conversations that occurred with the Department of Natural Resources. Funding, from the State, may become available earlier which would allow us to move ahead with this project sooner then initially expected. In addition, the land that is needed may not be available in the future. We would like to purchase this land before it is no longer available

Urgency.

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

This is an urgent project that can be completed in phases. The most critical part of this project is securing the land acquisition. Time is extremely critical for that part of the project.

Project: Worcester County Jail Improvement Project

Dept Head, Title & Phone #: Garry Mumford, Warden, 410-632-1300

Project Summary: Replacement of the current HVAC system to include (18) air handling units, duct work, piping, pumps, and controls with the modern and more efficient air handling units that will utilize the existing hot water boilers for the heating and new central air cooled chiller for cooling. Roof mounted energy recovery ventilators will be added to provide the required exhaust and pre-treatment of the outside air to all rooftop air handling units.

Purpose: Attached

Location: The project is located just of Route 113 at the intersection of Bay Street and Joyner Road - Worcester County, Snow Hill, Maryland. Worcester County Jail, 5022 Joyner Road, Snow Hill, MD 21863.

Impacts on General Fund Operating, Personnel or Maintenance: This project does not increase the number of employees required at the Worcester County Jail. Upon completion, this project will result in decreased oil consumption and increased efficiency of the system. This project will also result in the reduction of maintenance costs associated with the upkeep of the current 30 yr old system. Additionally, the project will not increase costs and will only require (1) computer to control the system. This project will incur as a one-time cost of the labor and equipment replacement.

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	1,000,000							1,000,000
Land Acquisition								0
Site Work								0
Construction		4,500,000	4,500,000					9,000,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								
TOTAL	**1,000,000**	**4,500,000**	**4,500,000**	**0**	**0**	**0**	**0**	**10,000,000**
SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match	500,000	2,250,000	2,250,000					5,000,000
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds	500,000	2,250,000	2,250,000					5,000,000
								0
								0
TOTAL	**1,000,000**	**4,500,000**	**4,500,000**	**0**	**0**	**0**	**0**	**10,000,000**
PROJECTED OPERATING IMPACTS	0	0	0	0	0			0

Project: Worcester County Jail Improvement Project

Complete the following questions.

Project scope.
Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

The project scope was determined by the HVAC and supporting Electrical Engineering Study/Feasibility Analysis completed by Gipe Associates.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

The County saves money by replacing a 30 year old system with a newer, more efficient system. The County will save money on maintenance, oil, and electric consumption. If this project is not funded, or if it is delayed, the County will continue to pay high maintenance costs.

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost estimate was developed by Gipe Associates during their study. A scope study was completed. An engineer's square foot estimate was completed (50,000).

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

No changes

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

This project is very necessary, but not critical at this point. However, a long delay will cause this agency to continue paying high maintenance costs in order to keep the current system functioning properly.

Project: Pocomoke Middle School Roof Replacement

Dept Head, Title & Phone #: Vince Tolbert, Chief Financial Officer 410-632-5063

Project Summary: Replace Roof - Pocomoke Middle School

Purpose: Demolish existing and install 87,600 square feet of new roof.

Location: 800 Eighth Street, Pocomoke, Maryland 21851

Impacts on General Fund Operating. Personnel or Maintenance: Ongoing maintenance has escalated over the past few years as the existing roof continues to deteriorate and the Maintenance Department must address alligatoring, blistering, exposed felt and expansion joint and counter flashing concerns.

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design				180,000	34,000			214,000
Land Acquisition								0
Site Work								0
Construction					3,138,000			3,138,000
Equipment/Furnishings								0
Other (Construction Manager)								0
EXPENDITURES								
TOTAL	**0**	**0**	**0**	**180,000**	**3,172,000**	**0**	**0**	**3,352,000**
SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match					1,569,000			1,569,000
State Loan								0
Designated Funds				180,000	1,603,000			1,783,000
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0
TOTAL	**0**	**0**	**0**	**180,000**	**3,172,000**	**0**	**0**	**3,352,000**
PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Project: Pocomoke Middle School Roof Replacement

Complete the following questions.

Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

Ongoing roof inspections by an independent roofing contractor have resulted in prioritization of the replacement of the Pocomoke Middle School roof. The deteriorating condition of the Pocomoke Middle roof has also been documented by the State of Maryland Public School Construction Program (PSCP) inspectors.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Completion of the roof replacement project will provide current and future students and staff with a sound roof structure and will eliminate roof leaks encountered at the school.

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

Current working construction and project cost estimates were developed based upon bids received from roof contractors for the Snow Hill High and Pocomoke High renovation/addition projects. There are no concerns with the estimate.

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

The Pocomoke Middle School roof replacement project request timing is consistent with previous Board of Education and County Capital Improvement Programs. The start of the Showell Elementary Replacement School project and the addition to Stephen Decatur Middle School determine the start of the PMS roof project.

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

As stated above, the Pocomoke Middle School roof continues to deteriorate over time. The project is the Board of Education's number one roof replacement priority as deficiencies with the roof system must be addressed in the near term.

Project: Showell Elementary Replacement School

Dept Head, Title & Phone #: Vince Tolbert, Chief Financial Officer 410-632-5063

Project Summary: Showell Elementary Replacement School

Purpose: Demolish existing school and construct replacement school

Location: 11318 Showell School Road, Berlin, MD. 21811

Impacts on General Fund Operating. Personnel or Maintenance: The Showell Elementary Replacement School will provide more square footage than the existing 52,610 s.f. school. However, with energy efficiency elements included in the design of the replacement school and new building systems requiring minimum maintenance costs, the impact on general funds is not expected to rise significantly.

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design*	986,721	162,538	250,162	250,161		853,379		2,502,961
Land Acquisition								0
Site Work		1,000,000	1,000,000	1,000,000				3,000,000
Construction		3,481,411	14,032,587	14,431,571				31,945,569
Equipment/Furnishings			2,108,000	200,000				2,308,000
Other (Construction Manager)		935,000	857,500	857,500				2,650,000
EXPENDITURES								
TOTAL	986,721	5,578,949	18,248,249	16,739,232	0	853,379	0	42,406,530
SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match		3,769,000	3,768,000					7,537,000
State Loan								0
Designated Funds						853,379		853,379
Private Donation								0
Enterprise Bonds								0
General Bonds	986,721	1,809,949	14,480,249	16,739,232				34,016,151
								0
								0
TOTAL	986,721	5,578,949	18,248,249	16,739,232	0	853,379	0	42,406,530
PROJECTED OPERATING IMPACTS	0	0	0	0	0			0

Project: Showell Elementary Replacement School

Complete the following questions.

Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

The Showell Elementary School Feasibility Study was completed in April 2014, approved by the Worcester County Board of Education in May 2014 and by the Worcester County Commissioners in August 2014. The Study recommended construction of a replacement school in lieu of renovating the existing school. Current project scope was determined through Conceptual Plan phase of the project completed in August 2016.

County benefit.
How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Completion of the construction project will provide current and future students, faculty and Showell Elementary parents and community with a complete upgrade to the existing 40-year-old facility.

Cost estimate.
How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

Current working construction and project cost estimates were developed during Conceptual Plan design. Both estimates are based on estimates developed by three independent construction management firms. There are no concerns with the estimate.

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

The Showell Elementary School project request timing is consistent with previous Board of Education and County Capital Improvement Programs. The start of the Showell Elementary project determines the start of the school construction project to follow, an addition to Stephen Decatur Middle School.

Urgency.
Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

The County Commissioners approved $100,000 in FY14 to execute the Feasibility Study and $240,100 in FY17 to complete Conceptual Plans and Educational Specifications. Showell Elementary is a 40-year-old facility with aging structural/mechanical/electrical systems and nine portable classrooms are utilized for instructional space. Maintenance and

Project: Stephen Decatur Middle School Addition

Dept Head, Title & Phone #: Vince Tolbert, Chief Financial Officer 410-632-5063

Project Summary: Addition to Stephen Decatur Middle School

Purpose: Provide additional classrooms to alleviate overcrowding.

Location: 9815 Seahawk Road, Berlin, MD. 21811

Impacts on General Fund Operating. Personnel or Maintenance:

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	100,000	120,000	187,959	120,000	120,000			**647,959**
Land Acquisition								**0**
Site Work				596,500	596,500			**1,193,000**
Construction				3,818,000	3,818,000			**7,636,000**
Equipment/Furnishings					430,000			**430,000**
Other (Construction Manager)				554,456	554,455			**1,108,911**
EXPENDITURES								
TOTAL	**100,000**	**120,000**	**187,959**	**5,088,956**	**5,518,955**	**0**	**0**	**11,015,870**
SOURCES OF FUNDS								
General Fund								**0**
User Fees								**0**
Grant Funds								**0**
State Match				2,539,000				**2,539,000**
State Loan								**0**
Designated Funds	100,000	120,000	187,959					**407,959**
Private Donation								**0**
Enterprise Bonds								**0**
General Bonds				2,549,956	5,518,955			**8,068,911**
								0
								0
PROJECTED OPERATING IMPACTS	100,000	120,000	187,959	5,088,956	5,518,955	0	0	11,015,870

Complete the following questions.

Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

Stephen Decatur Middle School was constructed in 1997. During design of the new school, building systems were provided to allow for a 12-15 classroom addition in anticipation of future population growth in the north end of the county. SDMS currently utilizes nine portable classrooms for instruction. Projected SDMS enrollment projections indicate continued growth from the current 728 students.

County benefit.

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Completion of the addition project will provide current and future students and faculty the facilities necessary for high-quality instruction for the SDMS student population and will allow removal of the aging portable classrooms at the SDMS site.

Cost estimate.

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

Preliminary, pre-design cost estimate was developed by the BOE Facilities Department through school construction cost estimating worksheet developed and updated through five major school construction projects over the past fifteen years. There are no concerns with the estimate.

CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

The Stephen Decatur Middle School Addition project request timing is consistent with previous Board of Education and County Capital Improvement Programs. The start of the Showell Elementary project determines the start of the Stephen Decatur Middle School Addition project.

Project: Wor-Wic Community College - New Academic Building

Dept Head, Title & Phone #: Jennifer Sandt, VP Admin Services, Wor-Wic Community College, 410-334-2912

Project Summary: Construct a new academic building at the campus

Purpose: Provide additional classroom, laboratory and office space

Location: Wor-Wic Community College, 32000 Campus Drive, Salisbury, MD 21804

Impacts on General Fund Operating, Personnel or Maintenance:

	FY 18	FY 19	FY 20	FY 21	FY 22	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design			200,928					200,928
Land Acquisition								0
Site Work								0
Construction				2,319,269				2,319,269
Equipment/Furnishings					91,540			91,540
Other								0
EXPENDITURES								
TOTAL	**0**	**0**	**200,928**	**2,319,269**	**91,540**	**0**	**0**	**2,611,737**
SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds			200,928	2,319,269	91,540			2,611,737
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0
TOTAL	**0**	**0**	**200,928**	**2,319,269**	**91,540**	**0**	**0**	**2,611,737**
PROJECTED OPERATING IMPACTS	**0**	**0**	**0**	**0**	**0**			**0**

Project: Wor-Wic Community College - New Academic Building

Complete the following questions.

Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this is mandated by Federal Law?

The State funds 75% of the approved community college capital projects. The dollars above estimate Worcester County's share of the local funding. Wicomico County will also share in the local funding. A space utilization/inventory report is submitted to the State each year, which includes the college's current use of space, student enrollment and number of employees, as well as an estimate of future enrollment. The result is an estimate of future space needs. From these results, the college qualifies for several new buildings and has determined that the most critical is a new academic building.

County benefit.

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Additional space is needed to offer classes to County residents.

Cost estimate.

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost estimateis based on the cost of the last academic building constructed on campus plus inflation. The college is planning to request an estimate from Whiting-Turner and other construction firms prior to the end of FY 2017.

CIP Timing. **If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

Urgency.

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?