

RESOLUTION NO. 18 - 24

**RESOLUTION APPROVING AND ADOPTING THE WORCESTER COUNTY
FIVE-YEAR CAPITAL IMPROVEMENT PLAN - FY 2020 TO FY 2024**

WHEREAS, the County Commissioners of Worcester County, Maryland have determined that certain Capital Projects are necessary to be constructed during the period of July 1, 2019 through June 30, 2024 in order to promote the health, safety, and welfare of the citizens of Worcester County and in order to provide adequate public facilities for the proper and efficient delivery of public services to the citizens of Worcester County; and

WHEREAS, the Worcester County Commissioners have conducted a public hearing on November 20, 2018 to receive public comment on the list of Capital Projects proposed for construction during the period of 2019-2024 as identified in the Worcester County Five-Year Capital Improvement Plan - FY 2020 to FY 2024.

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County, Maryland that the Worcester County Five-Year Capital Improvement Plan - FY 2020 to FY 2024 attached hereto, is hereby adopted.

AND BE IT FURTHER RESOLVED by the County Commissioners of Worcester County, Maryland that funding for the projects identified in the Worcester County Five-Year Capital Improvement Plan - FY 2020 to FY 2024 may be provided from annual tax levies, issuance of public debt, use of reserve funds, or from such other sources as the County Commissioners may from time to time determine.

AND BE IT FURTHER RESOLVED that the County Commissioners of Worcester County, Maryland may, from time to time as deemed to be in the best interest of the County and to meet the needs of its citizens, amend said Capital Improvement Plan by the addition or deletion of projects therefrom.

AND BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage.

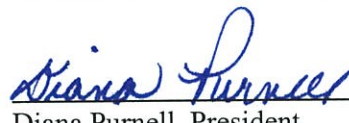
PASSED AND ADOPTED this 20th day of November, 2018.

ATTEST:



Harold L. Higgins
Chief Administrative Officer

COUNTY COMMISSIONERS OF
WORCESTER COUNTY, MARYLAND



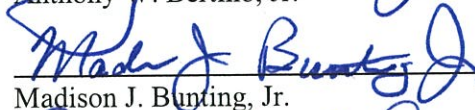
Diana Purnell, President



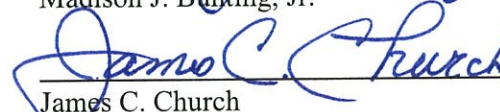
Theodore J. Elder, Vice President



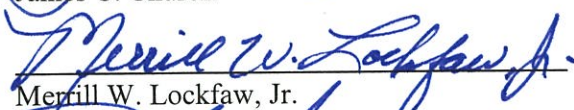
Anthony W. Bertino, Jr.



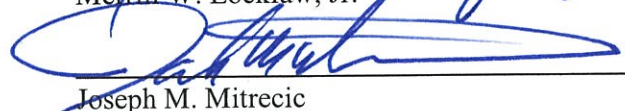
Madison J. Bunting, Jr.



James C. Church



Merrill W. Lockfaw, Jr.



Joseph M. Mitrecic

Worcester County

Approved

5 Year Capital Improvement Plan
FY 2020 to FY 2024



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 20, 2018

REQUESTED PLAN SUMMARY BY CATEGORY

11/20/2018

WORCESTER COUNTY
FIVE YEAR CAPITAL IMPROVEMENT PLAN
 FY 2020 to FY 2024 Project Summary

Project Category	2020	2021	2022	2023	2024	Five Year Project Cost Total	Five Year % to Total Costs	Actual Prior Years	Balance to Complete *	Total Project Cost
General Government	250,000	2,500,000	0	550,000	0	3,300,000	3.66%	0	0	3,300,000
Public Safety	500,000	5,500,710	3,800,710	0	0	9,801,420	10.86%	3,500,000	0	13,301,420
Public Works	7,130,000	5,970,000	4,680,000	2,700,000	1,600,000	22,080,000	24.47%	1,116,000	0	23,196,000
Public Schools	26,756,519	10,027,637	7,690,062	5,461,370	2,553,000	52,488,588	58.17%	12,731,756	879,000	66,099,344
Community College	0	197,492	2,279,610	89,975	0	2,567,077	2.84%	0	0	2,567,077
TOTAL	34,636,519	24,195,839	18,450,382	8,801,345	4,153,000	90,237,085	100.00%	17,347,756	879,000	108,463,841

Source of Funds	2020	2021	2022	2023	2024	Five Year Project Cost Total	Five Year % to Total Costs	Actual Prior Years	Balance to Complete	Total Project Cost
General Fund	1,500,000	1,697,492	1,653,000	1,577,000	1,500,000	7,927,492	8.79%	1,016,000	0	8,943,492
User Fees	0	0	0	0	0	0	0.00%	0	0	0
Grant Funds	865,000	1,560,000	1,215,000	600,000	50,000	4,290,000	4.75%	50,000	0	4,340,000
State Match	5,285,000	1,250,000	3,650,000	1,906,000	831,000	12,922,000	14.32%	4,336,000	0	17,258,000
State Loan	815,000	960,000	15,000	0	0	1,790,000	1.98%	50,000	0	1,840,000
Assigned Funds	2,549,055	1,565,437	0	275,000	0	4,389,492	4.86%	5,858,188	0	10,247,680
Private Donation	0	0	0	0	0	0	0.00%	0	0	0
Enterprise Bonds	950,000	1,950,000	1,950,000	600,000	50,000	5,500,000	6.10%	0	0	5,500,000
General Bonds	22,672,464	15,212,910	9,967,382	3,843,345	1,722,000	53,418,101	59.20%	6,037,568	879,000	60,334,669
TOTAL	34,636,519	24,195,839	18,450,382	8,801,345	4,153,000	90,237,085	100.00%	17,347,756	879,000	108,463,841

* Balance to Complete - Years FY2025 and future

**FY 2020 TO FY 2024 SUMMARY BY PROJECT
REQUESTED**

11/20/2018

**WORCESTER COUNTY
FIVE YEAR CAPITAL IMPROVEMENT PLAN**

	FY2020	FY2021	FY2022	FY2023	FY2024	Prior Allocation	Balance To Complete	TOTAL
General Government Facilities								
Pocomoke Library Building Improvements	250,000	2,500,000						2,750,000
Snow Hill Library Building Improvements				550,000				550,000
Total General Government Facilities	250,000	2,500,000	0	550,000	0	0	0	3,300,000
Public Safety								
Worcester County Jail Improvement Project	500,000	5,500,710	3,800,710	0	0	3,500,000		13,301,420
Total	500,000	5,500,710	3,800,710	0	0	3,500,000	0	13,301,420
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		8,500,000
Bridge Replacement - Bayside Road Bridge	3,000,000					16,000		3,016,000
Water Wastewater								
Mystic Harbour Wastewater Plant Expansion	100,000	1,200,000	2,400,000	1,200,000	100,000			5,000,000
Newark Spray Irrigation	1,000,000	940,000				100,000		2,040,000
Lewis Road Sewer Extension	630,000	980,000	30,000					1,640,000
Ocean Pines Service Area Upgrades	900,000	1,350,000	750,000					3,000,000
Total Public Works	7,130,000	5,970,000	4,680,000	2,700,000	1,600,000	1,116,000	0	23,196,000

FY 2020 TO FY 2024 SUMMARY BY PROJECT
REQUESTED

11/20/2018

**WORCESTER COUNTY
FIVE YEAR CAPITAL IMPROVEMENT PLAN**

	FY2020	FY2021	FY2022	FY2023	FY2024	Prior Allocation	Balance To Complete	TOTAL
Public Schools								
Showell Elementary School Replacement	25,723,464	9,712,200				12,116,756		47,552,420
Stephen Decatur High School - Turf Field	785,000					615,000		1,400,000
Stephen Decatur Middle School Addition	131,055	315,437	5,005,062	3,753,370				9,204,924
Pocomoke Middle School - Roof Replacement	117,000		2,532,000					2,649,000
Snow Hill Middle/Cedar Chapel School - Roof Replace			153,000	1,631,000	1,722,000			3,506,000
Pocomoke Elementary School - Roof Replacement				77,000	831,000		879,000	1,787,000
Total Public Schools	26,756,519	10,027,637	7,690,062	5,461,370	2,553,000	12,731,756	879,000	66,099,344
Wor-Wic Community College								
Wor-Wic Applied Technology Building		197,492	2,279,610	89,975				2,567,077
Total Wor-Wic	0	197,492	2,279,610	89,975	0	0	0	2,567,077

CAPITAL PROJECT SUMMARY - BY SOURCE OF FUNDS

	FY2020	FY2021	FY2022	FY2023	FY2024	Prior Allocation	Balance to Complete	TOTAL
Source of Funds								
General Fund	1,500,000	1,697,492	1,653,000	1,577,000	1,500,000	1,016,000		8,943,492
User Fees								0
Grant Funds	865,000	1,560,000	1,215,000	600,000	50,000	50,000		4,340,000
State Match	5,285,000	1,250,000	3,650,000	1,906,000	831,000	4,336,000		17,258,000
State Loan	815,000	960,000	15,000			50,000		1,840,000
Assigned Funds	2,549,055	1,565,437		275,000		5,858,188		10,247,680
Private Donation								0
Enterprise Bonds	950,000	1,950,000	1,950,000	600,000	50,000			5,500,000
General Bonds	22,672,464	15,212,910	9,967,382	3,843,345	1,722,000	6,037,568	879,000	60,334,669
TOTAL	34,636,519	24,195,839	18,450,382	8,801,345	4,153,000	17,347,756	879,000	108,463,841

Project: Pocomoke Library Building Improvements

Dept Head, Title & Phone #: Jennifer Ranck, Library Director, 410-632-2600

Project Summary: Pocomoke Library Building Improvements

Purpose: Replace roof, air conditioning unit and flooring; make energy improvements to plumbing and lighting systems; reallocate space to improve building functionality and staff visibility; construct 4,000 SF addition

Location: Pocomoke Library, 301 Market Street, Pocomoke, Maryland

Impacts on General Fund Operating, Personnel or Maintenance: No impact to personnel; operating and maintenance costs should decrease with more efficient equipment

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	250,000							250,000
Land Acquisition								0
Site Work								0
Construction		2,300,000						2,300,000
Equipment/Furnishings		200,000						200,000
Other								0
EXPENDITURES								

TOTAL	250,000	2,500,000	0	0	0	0	0	2,750,000
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SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match	125,000	1,250,000						1,375,000
State Loan								0
Assigned Funds	125,000	1,250,000						1,375,000
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

TOTAL	250,000	2,500,000	0	0	0	0	0	2,750,000
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PROJECTED OPERATING IMPACTS	0	200,000	0		0			
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Project: Pocomoke Library 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?

Worcester County Library completed a Facilities Master Plan in 2013. The Berlin Branch Library replacement project was identified as the first priority; building improvements to the Pocomoke Branch Library were identified as the second priority. The Pocomoke Branch opened in 1970 with an addition constructed in 2004. The addition provided much needed space but much of the library's furniture and shelving was re-used and many of building systems are in need of replacement. This project will address the following problems: 1) the lack of flexible space for collaborative work for patrons and staff; 2) the need for upgraded electrical and data systems; 3) the need for upgraded heating, ventilation, air conditioning and lighting; 4) roof and window replacement; and 5) accessibility issues.

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 residents and visitors to Pocomoke City and the surrounding areas will benefit from this project. Many of the building's systems are nearing the "end of useful life" and replacement equipment will help maintain proper temperatures, improve lighting, and reduce the library's overall energy use. New flooring and furnishings will improve overall functionality and enable the library to reallocate collection space, create a dedicated young adult space, reconfigure staff area, and revise public service desk. Adjacent to the children's area, the lack of separation limits the use of the YA section. Due to space and wiring constraints, the library's 3D printer is housed on the other side of the building. Lack of programming space within the collection spaces limit the kinds of programs and equipment that the library can offer. The branch is often the recipient of discarded furniture. The mix of hodgepodge shelving negatively affects the overall character and layout of the branch. Library staff are continually weeding and shifting collections due to lack of space. The library would like to purchase additional non-fiction picture books for the Children's area to support Common Core curriculum but there is no room to expand library collections. Dated HVAC equipment has failed five times this past year. The circulation desk is crowded and there is little room to store held items and interlibrary loan materials for customers. The staff office and staff kitchen also serve as storage spaces. Many library operations must take place at the circulation desk in between assisting customers and checking out materials. The circulation desk is not accessible for those in wheelchairs and obstructs flow for all users. A more welcoming desk would improve the patron experience. A renovated and larger building will enable the library to create inspiring and defined spaces that will facilitate greater and higher quality use by its visitors. The addition of quiet study and the possibility of a small conference room will expand the types of activities that can take place in the library. Additional places for visitors to plug in their own devices will enable users to research, complete online classes, and communicate in a more comfortable setting. New shelving will allow for the print collections to be displayed in a functional manner and easier to access by all patrons. The library will increase aisle widths to 42" to meet ADA preferred guidelines. The projected increase for library use is 15%. A well-designed staff area will increase productivity and staff morale. Efficient electrical and data communications systems will modernize technology for now and future reconfiguration. The library will also strive to minimize its environmental footprint and will explore the opportunities to use sustainable building materials, incorporate natural light to reduce energy costs, and other design elements that are cost effective and environmentally friendly. The library is central to the Pocomoke community and serves as the cultural and learning center. The space, if renovated and expanded, will support modern usage and technology and enable the library to meet the needs of the current and evolving community.

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 estimates were calculated in May 2018 by The Design Group. Engineering/Design fees (\$250,000); Construction costs (\$2,300,000); new furnishings and equipment (\$200,000).

Project: Pocomoke Library Building Improvements

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 project was first requested in FY 2019 and has been expanded to include a 4,000 SF addition. The library is currently in pre-design to determine if 4,000 SF is needed or space reallocation can help reduce the size of the overall expansion. The library will apply for state funding through the Public Library Capital Grant program.

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 necessary but not time critical, although some building systems are at the end of their life cycle. Building improvements should lower ongoing operating costs.

Project: Snow Hill Library Building Improvements

Dept Head, Title & Phone #: Jennifer Ranck, Library Director, 410-632-2600

Project Summary: Snow Hill Library Building Improvements

Purpose: Replace HVAC system and make energy improvements to plumbing and lighting systems

Location: Snow Hill Library, 307 N. Washington Street, Snow Hill, Maryland

Impacts on General Fund Operating, Personnel or Maintenance: No impact to personnel; operating and maintenance costs should decrease with more efficient equipment

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design				50,000				50,000
Land Acquisition								0
Site Work								0
Construction				500,000				500,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								

TOTAL	0	0	0	550,000		0	0	550,000
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SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match				275,000				275,000
State Loan								0
Assigned Funds				275,000				275,000
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

TOTAL	0	0	0	550,000	0	0	0	550,000
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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Project: Snow Hill Library 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?

Worcester County Library completed a Facilities Master Plan in 2013. Building improvements to the Snow Hill Branch Library were identified as the third priority after the Berlin Branch Library replacement project and building improvements to the Pocomoke Branch Library. The Snow Hill branch was built in 1974 and is in good shape architecturally but the building's mechanical systems are in need of replacement. Some of the lighting has been upgraded, but improvements are needed in the staff areas and meeting room. The building's plumbing, including domestic water heater and restroom fixtures, need to be upgraded as well.

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 residents and visitors to Snow Hill and the surrounding areas will benefit from this project. The Snow Hill branch houses the library's Worcester Room which contains the local history collection and includes some unique and one-of-a-kind items. Replacing the HVAC will help maintain proper will help preserve those items. Improvements made to the lighting and plumbing will reduce the library's overall energy use.

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 estimates were calculated in 2012 by Entech Engineers. Figures have been adjusted, using the Berlin library project as a recent comparison. Engineering/Design fees (\$50,000); HVAC replacement (including air handling units, circulating pumps, and controls (\$275,000); plumbing and lighting improvements (\$225,000).

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?

This project was first submitted last year (FY 2019) and has been requested for approval in the FY 2023 budget. The library will apply for a matching grant Library Capital Grant program through the Maryland State Library.

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 necessary but not time critical. Building improvements should lower ongoing operating costs.

Project: Jail Improvements (Split Phase)

Dept Head, Title & Phone #: Donna Bounds, Warden, 410-632-1300

Project Summary: This project is being implemented in multiple phases. Phase 1 includes the replacement of high priority aging infrastructure equipment including electrical switchgear, generator, kitchen HVAC, corridor HVAC, gymnasium HVAC, laundry ventilation, services rooms HVAC, duct work, piping, pumps, and controls with the modern and more efficient equipment that will utilize the existing hot water boilers for the heating and cooling systems for select locations. Phase 2 includes equipment for the original and work release housing facilities, roofing replacement and infrastructure including piping and safety systems.

Purpose: This project is intended to replace infrastructure equipment based on priorities of need and intended to mitigate future operational outages and disruptions.

Location: The project is located just off 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 increased efficiency of the building systems replaced. This project will also result in the reduction of maintenance costs associated with the upkeep of the current 30 yr old system components. Additionally, the project will increase energy costs and will only require (1) computer to control the system. This project will incur a one-time cost of the labor and equipment replacement during each phase.

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	500,000	150,000	100,000			325,000		1,075,000
Land Acquisition								0
Site Work								0
Construction		5,350,710	3,700,710			2,000,000		11,051,420
Equipment/Furnishings						950,000		950,000
Other						225,000		225,000
EXPENDITURES								

TOTAL	500,000	5,500,710	3,800,710	0	0	3,500,000	0	13,301,420
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SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Assigned Funds						3,500,000		3,500,000
Private Donation								0
Enterprise Bonds								0
General Bonds	500,000	5,500,710	3,800,710					9,801,420
								0
								0

TOTAL	500,000	5,500,710	3,800,710	0	0	3,500,000	0	13,301,420
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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Project: Jail Improvements (Split Phase)

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. Equipment failures during the winter 2016-2017 have escalated the need for replacement of equipment based on operational priority separated as phase 1 and included in the prior allocation funding estimate above. Therefore the project has been split to multiple years beginning FY 18.

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 components. Original equipment is 35 years old, failing and inefficient by current standards. If this project is not funded, or if it is delayed, the County will continue to pay high maintenance costs and fund emergency repairs.

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 engineering study. The current funding request was developed by priority determination of systems which upon failure disrupt facility operations. An inflationary adjustment of 3% was applied to the 2014 study estimates.

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 original request based on engineering assessment of the entire facility has not been funded. Recent equipment failures and emergency repairs have resulted in a smaller scope plan phase 1 to address facility systems based on functional loss of use impact prioritization. The current request is \$2,500,000 (FY 18 and FY 19) for limited scope. Future estimates include the escalated balance from the original 2014 engineering study.

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? If not completed antiquated equipment will continue to fail, cause the need for emergency repairs and operational disruptions which is more costly than addressing the issues on a planned basis.

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 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								0
Land Acquisition								0
Site Work								0
Construction	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,000,000		8,500,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								

TOTAL	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,000,000	0	8,500,000
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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
Assigned 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
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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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 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: 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 covers 80% of the cost, while the County pays 20%. When budgeting for a bridge replacement project, the County budgets 100% of the total cost of the project then submits at the end of the project a reimbursement for 80% from State Aid. Due to several bridge replacements over the last couple of years, the balance available in State Aid has decreased significantly. We do not have sufficient funds in our State Aid to make the 80/20 split.

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design						16,000		16,000
Land Acquisition								0
Site Work								0
Construction	3,000,000							3,000,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								

TOTAL	3,000,000	0	0	0	0	16,000	0	3,016,000
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SOURCES OF FUNDS								
General Fund						16,000		16,000
User Fees								0
Grant Funds								0
State Match	824,000							824,000
State Loan								0
Assigned Funds	2,176,000							2,176,000
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

TOTAL	3,000,000	0	0	0	0	16,000	0	3,016,000
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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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 Sufficiency 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 27.9 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 2017 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 Wastewater Treatment Plant Expansion, Solids Handling & Effluent Disposal

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

Project Summary: Mystic Harbour Solids Dewatering and Wastewater Treatment Plant Expansion including effluent disposal at a new spray irrigation site.

Purpose: Resolving the solids dewatering problems at the Mystic Harbour Wastewater Treatment Plant and increasing the rated plant capacity.

Location: Mystic Harbour/West Ocean City

Impacts on General Fund Operating, Personnel or Maintenance: Project will be constructed and operated using Enterprise Funds.

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	100,000	200,000	200,000	200,000	100,000			800,000
Land Acquisition		1,000,000						1,000,000
Site Work								0
Construction			2,200,000	1,000,000				3,200,000
Equipment/Furnishings								0
Other								0

EXPENDITURES

TOTAL	100,000	1,200,000	2,400,000	1,200,000	100,000	0	0	5,000,000
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SOURCES OF FUNDS

General Fund								0
User Fees								0
Grant Funds	50,000	600,000	1,200,000	600,000	50,000			2,500,000
State Match								0
State Loan								0
Assigned Funds								0
Private Donation								0
Enterprise Bonds	50,000	600,000	1,200,000	600,000	50,000			2,500,000
General Bonds								0
								0
								0

TOTAL	100,000	1,200,000	2,400,000	1,200,000	100,000	0	0	5,000,000
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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Project: Mystic Harbour Wastewater Treatment Plant Expansion, Solids Handling & Effluent Disposal

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?

This project includes expansion of the Mystic Harbour Wastewater Treatment Plan and construction of needed improvements to the sludge handling facilities. In addition, the scope of work includes providing the needed effluent disposal systems for the increased treatment plant capacity.

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 purpose of this project is to allow continued controlled growth in the West Ocean City area of the County. Without this project, growth in this area cannot continue and the only available wastewater disposal available would be on-site septic systems. Controlled growth is needed to ensure the economic viability of the 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 for the treatment plant expansion and sludge handling systems was taken from recently completed studies. The cost estimate for effluent disposal was a historical "best guess" based on recent experience with disposal of effluent. The final cost will be greatly impacted by the disposal site which has not been identified at this time.

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 project is being added based on the request of the County Commissioners and the expected timing for when all of the existing plant capacity will be distributed to potential users.

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?

Continued development within the West Ocean City/Mystic Harbour Area will require adequate public utilities. The only County owned wastewater facility in this area is the Mystic Harbour Wastewater Treatment Plant. To continue well controlled economic growth in this area, this expansion is needed.

Project: Newark Spray Irrigation

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, 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 nutrient 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 has since been updated by the design engineer.

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 project is currently being delayed by increased efforts in the permitting of the spray site.

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 mandated by orders from MDE.

Project: Lewis Road Sewer Extension

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 along Lewis Road and connecting the homes and businesses in that area to the Landings Wastewater Treatment Plant. Although the project is not currently under a mandate to be constructed, it is consistent with the goal of reducing nutrients to the Coastal Bays.

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 nutrient discharges to the Coastal Bays Watershed. If this project is not completed, there is no potential for future growth along Lewis Road. It is expected that the project will be funded by outside sources. If no federal/state funding is awarded, the project will not be affordable.

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 was completed as a part of the currently ongoing preliminary Engineering Report. That report developed the scope of the project, cost estimates and potential funding sources.

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 project was identified as the top priority project for 2017/2018 by the County Commissioners. Timing of the project will depend on available funding.

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 was identified as the top priority project for 2017/2018 by the County Commissioners.

Project: Ocean Pines Service Area Upgrades

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

Project Summary: Improvements in the Ocean Pines Service Area Includes:

- Replacing the Belt Press at the Ocean Pines WWTP
- Construction of a new operations center
- Paint the North Water Tower
- Rehabilitation of Treatment Unit 3
- Pump Station Upgrades
- Service Tubing Replacement

Purpose: The project is proposed to replacing an aging pieces of equipment, improve operator space and upgrade aging infrastructure.

Location: Ocean Pines Service Area

Impacts on General Fund Operating, Personnel or Maintenance: The project has no impact on the general fund, operating, personnel of maintenance expenses

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	200,000	300,000	200,000					700,000
Land Acquisition								0
Site Work	100,000							100,000
Construction	600,000	1,000,000	550,000					2,150,000
Equipment/Furnishings		50,000						50,000
Other								0
EXPENDITURES								

TOTAL	900,000	1,350,000	750,000	0	0	0	0	3,000,000
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SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Assigned Funds								0
Private Donation								0
Enterprise Bonds	900,000	1,350,000	750,000					3,000,000
General Bonds								0
								0
								0

TOTAL	900,000	1,350,000	750,000	0	0	0	0	3,000,000
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PROJECTED OPERATING IMPACTS	0	0	0	0				0
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Project: Ocean Pines Service Area Upgrades

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 existing belt filter press in Ocean Pines is over 20 years old. It is extremely important to the plant operations that this facility be kept in good working order. Over the past few years, operation and maintenance costs have been significant, indicating that it is nearing the end of its useful life.

The Ocean Pines Wastewater Treatment plant needs to improve the environment for its operating staff. They have no designated space for a meal break, the Chief Plant Operator has no area to keep sensitive salary information and employee reviews. A new operations center has been planned for some time and needs to be constructed.

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 to keep the plant functioning properly and having adequate space for the operators to work efficiently.

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 was completed internally.

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 project has been postponed several times and we hope to use the opportunity to obtain funding in concert with the upcoming Showell School 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 needs to be completed before the existing press becomes inoperable.

Project: Showell Elementary Replacement School

Dept Head, Title & Phone #: Vince Tolbert, Chief Financial Officer, Board of Education, 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 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation (FY16-FY19)	Balance to Complete	Total Project Cost
Engineering/Design	186,864	93,446				2,222,651		2,502,961
Land Acquisition								0
Site Work	2,389,062	912,969				912,969		4,215,000
Construction	21,193,978	8,222,153				8,785,328		38,201,459
Equipment/Furnishings	1,953,560	483,632				195,808		2,633,000
Other								0
EXPENDITURES								

TOTAL	25,723,464	9,712,200	0	0	0	12,116,756	0	47,552,420
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SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match	4,336,000					4,336,000		8,672,000
State Loan								0
Assigned Funds						2,358,188		2,358,188
Private Donation								0
Enterprise Bonds								0
General Bonds	21,387,464	9,712,200				5,422,568		36,522,232
								0
								0

TOTAL	25,723,464	9,712,200	0	0	0	12,116,756	0	47,552,420
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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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. Schematic Design, Design Development and Construction Documents have been completed. The project bid on June 13, 2018. The bids were approved by the Board of Education in July 2018 and by the County Commissioners and the State of Maryland in August 2018. Construction is scheduled to begin in October 2018.

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 41-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?

Costs are based upon the final construction and project costs approved by the County Commissioners in August 2018.

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?

Project has been approved by the County Commissioners.

Project: Stephen Decatur High School - Turf Field

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

Project Summary: Install Turf Field - Stephen Decatur High School

Purpose: Demolish existing grass athletic field and install new turf surface.

Location: 9913 Seahawk Road, Berlin , MD. 21811

Impacts on General Fund Operating, Personnel or Maintenance: Installation of the new turf field will eliminate maintenance of the existing grass field and the existing field sprinkler system.

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
(FY 19)								
Engineering/Design	20,000					60,000		80,000
Land Acquisition								0
Site Work	765,000					555,000		1,320,000
Construction								0
Equipment/Furnishings								0
Other								0
EXPENDITURES								

TOTAL	785,000	0	0	0	0	615,000	0	1,400,000
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SOURCES OF FUNDS		(FY 19)						
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Assigned Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds	785,000					615,000		1,400,000
								0
								0

TOTAL	785,000	0	0	0	0	615,000	0	1,400,000
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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Project: Stephen Decatur High School - Turf Field

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?

Installation of the new turf field at Stephen Decatur High School will provide the SDHS students the same athletic surface we have installed at Pocomoke High School (2008) and Snow Hill High School (2014) through renovation projects at those two schools.

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 athletic turf installation project will provide current and future SDHS students the opportunity to utilize their athletic field year round. With the current grass field, SDHS administration limits the use of the field in order to protect and maintain the natural grass. The athletic turf will allow use of the field for team practices, band and unit practice, 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 cost estimate was developed through analysis of the athletic turf field costs experienced through the bids received for the Snow Hill High School renovation/addition project in 2013 and adding an inflation factor for the five year period between the SHHS bids and the SDHS construction timeline.

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 High School athletic turf field project was partially funded (\$615,000) by the County Commissioners in the Board of Education FY 2019 Operating Budget. The BOE will request the balance of the \$1,400,000 budget request in the FY 2020 Operating budget.

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 existing grass field at Stephen Decatur High School and the field's underground sprinkler system require a constant maintenance effort. Execution of the project also provides turf surfaces at all three of our high schools.

Project: Stephen Decatur Middle School Addition

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

Project Summary: Addition to Stephen Decatur Middle School

Purpose: Provide additional classrooms to alleviate overcrowding and eliminate nine portable classrooms.

Location: 9815 Seahawk Road, Berlin, MD 21811

Impacts on General Fund Operating, Personnel or Maintenance:

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	131,055	285,941	74,736	49,821				541,553
Land Acquisition								0
Site Work			621,057					621,057
Construction		29,496	4,244,282	3,228,459				7,502,237
Equipment/Furnishings			64,987	475,090				540,077
Other								0
EXPENDITURES								

TOTAL	131,055	315,437	5,005,062	3,753,370	0	0	0	9,204,924
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SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match			2,418,000					2,418,000
State Loan								0
Assigned Funds	131,055	315,437						446,492
Private Donation								0
Enterprise Bonds								0
General Bonds			2,587,062	3,753,370				6,340,432
								0
								0

TOTAL	131,055	315,437	5,005,062	3,753,370	0	0	0	9,204,924
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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Project: Stephen Decatur Middle School 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?

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 644 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, with special emphasis placed on actual construction and project costs realized on the Showell Elementary Replacement School project. 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 has changed since the last County CIP. The roof replacement project at Pocomoke Middle School has been moved ahead of the proposed SDMS Addition project. The approval of the Pocomoke Middle roof project determines the start of the Stephen Decatur Middle School Addition 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?

Enrollment projections through 2026 indicate that the SDMS student population will maintain a total of enrolment from 650-690 students. These students will be enrolled in a school with a local-rated capacity of 584 students and a school at which nine portable classrooms are currently being utilized for additional instructional space.

Project: Pocomoke Middle School - Roof Replacement

Dept Head, Title & Phone #: Vince Tolbert, Chief Financial Officer Board of Ed, 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, MD. 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 alligating, blistering, exposed felt and expansion joint and counter flashing concerns.

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	117,000		6,000					123,000
Land Acquisition								0
Site Work								0
Construction			2,526,000					2,526,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								

TOTAL	117,000	0	2,532,000	0	0	0	0	2,649,000
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SOURCES OF FUNDS								
General Fund								0
User Fees								0
Grant Funds								0
State Match			1,232,000					1,232,000
State Loan								0
Assigned Funds	117,000							117,000
Private Donation								0
Enterprise Bonds								0
General Bonds			1,300,000					1,300,000
								0
								0

TOTAL	117,000	0	2,532,000	0	0	0	0	2,649,000
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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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 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 and through discussion with roof manufacturer regarding current and projected roof replacement square foot costs. 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 has been moved ahead of a request for an addition to Stephen Decatur Middle School (from previous Board of Education and County Capital Improvement Programs). Funding approval for the Pocomoke Middle School project will determine the start of the following major construction project, the 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?

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: Snow Hill Middle/Cedar Chapel School - Roof Replacement

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

Project Summary: Replace Roof - Snow Hill Middle School / Cedar Chapel Special School

Purpose: Demolish existing and install 107,175 square feet of new roof.

Location: 522/510 Coulbourne Lane, Snow Hill, MD. 21863

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 alligating, blistering, exposed felt and expansion joint and counter flashing concerns.

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design			153,000	10,000				163,000
Land Acquisition								0
Site Work								0
Construction				1,621,000	1,722,000			3,343,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								

TOTAL	0	0	153,000	1,631,000	1,722,000	0	0	3,506,000
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SOURCES OF FUNDS								
	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
General Fund			153,000					153,000
User Fees								0
Grant Funds								0
State Match				1,631,000				1,631,000
State Loan								0
Assigned Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds					1,722,000			1,722,000
								0
								0

TOTAL	0	0	153,000	1,631,000	1,722,000	0	0	3,506,000
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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Project: Snow Hill Middle/Cedar Chapel 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 Snow Hill Middle School and Cedar Chapel Special School roofs. The deteriorating condition of the roofs 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 and through discussion with roof manufacturer regarding current and projected roof replacement square foot costs. 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 Snow Hill Middle/Cedar Chapel Special School roof replacement project request timing is consistent with previous Board of Education and County Capital Improvement Programs. Funding approval for this project will determine the start of the following major construction project, a roof replacement project at Pocomoke Elementary 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?

As stated above, the Snow Hill Middle School and Cedar Chapel Special School roofs continues to deteriorate over time. The project is the second in a series of three major roof replacement projects (PMS, SHMS/CCSS and PES).

Project: Pocomoke Elementary School - Roof Replacement

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

Project Summary: Replace Roof - Pocomoke Elementary School

Purpose: Demolish existing and install 52,512 square feet of new roof.

Location: 2119 Pocomoke Beltway, Pocomoke, MD. 21863

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 alligating, blistering, exposed felt and expansion joint and counter flashing concerns.

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
(FY 25)								
Engineering/Design				77,000	6,000			83,000
Land Acquisition								0
Site Work								0
Construction					825,000		879,000	1,704,000
Equipment/Furnishings								0
Other								0
EXPENDITURES								

TOTAL	0	0	0	77,000	831,000	0	879,000	1,787,000
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	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
(FY 25)								
SOURCES OF FUNDS								
General Fund				77,000				77,000
User Fees								0
Grant Funds								0
State Match					831,000			831,000
State Loan								0
Assigned Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds							879,000	879,000
								0
								0

TOTAL	0	0	0	77,000	831,000	0	879,000	1,787,000
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PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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Project: Pocomoke Elementary 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 Elementary School roof. The deteriorating condition of the 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 and through discussion with roof manufacturer regarding current and projected roof replacement square foot costs. 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 Elementary School roof replacement project request timing is consistent with previous Board of Education and County Capital Improvement Programs. Funding approval for this project will determine the start of the following major construction project, a renovation or replacement school at Buckingham Elementary.

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 Elementary School roof continues to deteriorate over time. The project is the third in a series of three major roof replacement projects (PMS, SHMS/CCSS and PES).

Project: Wor-Wic Applied Technology Building

Dept Head, Title & Phone #:

Jennifer Sandt, Wor-Wic Community College, Vice President for Administrative Services, 410-334-2911

Project Summary: New academic building

Purpose: To house academic programs, offices, classrooms, laboratories, study space, etc.

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

Impacts on General Fund Operating, Personnel or Maintenance: NA

	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design		197,492						197,492
Land Acquisition								0
Site Work								0
Construction			2,279,610					2,279,610
Equipment/Furnishings				89,975				89,975
Other								0
EXPENDITURES								
TOTAL	0	197,492	2,279,610	89,975	0	0	0	2,567,077

SOURCES OF FUNDS								
	FY 20	FY 21	FY 22	FY 23	FY 24	Prior Allocation	Balance to Complete	Total Project Cost
General Fund		197,492						197,492
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds			2,279,610	89,975				2,369,585
								0
								0
TOTAL	0	197,492	2,279,610	89,975	0	0	0	2,567,077

PROJECTED OPERATING IMPACTS	0	0	0	0	0			0
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Project: Wor-Wic Applied Technology 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 Wor-Wic campus facilities team is currently in the preliminary planning stages of developing the scope of this project. A master plan consultant was hired in July 2018 and is assisting with the process.

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?

Citizens attend courses at Wor-Wic.

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 estimate for the building was provided by a construction management company. The State pays for 75% of approved capital projects for Wor-Wic. Wicomico and Worcester Counties share the remaining 25% of the 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?

NA

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 college has qualified for a new building for quite some time. The State space allocation guidelines base space needs on enrollment and projected future enrollment.