

IAC MEETING AGENDA

Tuesday, October 9, 2018

Maryland State Department of Education Building
State Board of Education Meeting Room, 7th Floor
9:00 a.m.– 12:00 p.m.

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Introduction

- Meeting called to order
- Roll Call
- Revisions to Agenda

Public Comment

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INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION



LARRY HOGAN
GOVERNOR

KAREN SALMON, PhD.
CHAIRPERSON

ROBERT A. GORRELL
EXECUTIVE DIRECTOR

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Meeting Minutes August 30, 2018

Call to Order:

Dr. Karen Salmon called the first meeting of the Interagency Commission on School Construction to order at 9:01 a.m. Dr. Salmon welcomed each new member of the IAC

Members in Attendance:

Dr. Karen Salmon, State Superintendent of Schools, Chair
Denise Avara, Appointee of the Governor
Secretary Ellington Churchill, Department of General Services
Brian Gibbons, Appointee of the Speaker of the House
Gloria Lawlah, Appointee of the President of the Senate
Dick Lombardo, Appointee of the Governor
Secretary Robert S. McCord, Maryland Department of Planning

Also in attendance at the public meeting was Todd Schuler, an appointed member who was not yet sworn in. He did not participate in the meeting.

Members Not in Attendance:

Barbara Hoffman, Appointee of the President of the Senate

Revisions to the Agenda

Dr. Salmon noted that Item IV – Statewide Assessment Status and RFP Discussion – would be removed from the agenda and that there would be a closed session at the end of the meeting.

I. Consent Agenda

Dr. Salmon briefly described each item on the consent agenda for the information of the members. She noted that typically items on the consent agenda are approved without discussion. Executive Director Gorrell noted that Contract 2. on Item I. B. Approval of Contracts may not be ready for approval. Clarence Felder, Program Manager and IAC Designee for the Department of General Services (DGS), noted that the Contract Documents package has not been received by DGS and that it should be withdrawn from the item. IAC members consented to the withdrawal.

Upon a motion by Ms. Lawlah and a second by Secretary Churchill, the members voted unanimously to approve the consent agenda.

A. Approval of May 31, 2018 Motion Carried

Motion: To approve the minutes of the May 31, 2018 Interagency Committee on School Construction Meeting.

B. Approval of Contract Contract #2 for Arundel Middle Roof withdrawn; Motion carried

To approve contract procurement as noted below.

C. Prince George's Reversion of FY 2017 CIP Projects Motion Carried

To approve the rescission of funding for the ten projects listed below totaling \$8,620,000 for Prince George's County Public Schools and to approve the transfer of the FY 2017 CIP allocation of \$8,620,000 to the Statewide Contingency Account reserved for Prince George's County Public Schools.

D. Prince George's Request Cancellation of Contract Award William Wirt Middle Motion Carried

Motion: To approve the cancellation of the award of contract to JLN Construction Services, Inc. for the piping project at William Wirt Middle School (16.183.14 SR)

E. Baltimore City Reversion of FY 2017 CIP Projects Motion Carried

To approve the rescission of FY 2017 CIP funding for the fourteen projects listed below totaling \$14,049,000 for Baltimore City Public Schools and to approve the transfer of the FY 2017 CIP allocation of \$14,409,000 to the Statewide Contingency Account reserved for Baltimore City Public Schools.

F. Completed Project Allocation Reversions Motion Carried

To approve, subject to final audit, the reversion of the amounts identified below to the appropriate statewide contingency account.

G. Approval of Closed Projects Motion Carried

To approve the final project costs as reflected below and to remove the projects from the active project detailed financial report.

H. Contract Allocation Amendments Motion Carried

To approve the revisions to previously approved contract awards to accurately reflect the adjusted State participation.

I. Approval to Establish 2012 Supplementary Allocations Motion Carried

To approve the transfer of \$919,796 from the FY 2012 Supplementary Appropriation LEA Reserve Accounts and to establish individual project allocations for the projects approved by the Board of Public Works on May 16, 2018 as shown below.

J. FY 2019 CIP Technical Revisions Motion Carried

To approved technical revisions to the FY 2019 CIP, including reductions in allocations for two projects.

K. Sufficiency Standards Technical Edits

Motion Carried

To approve technical revisions to the Sufficiency Standards.

II. FY 2019 Construction Cost per Square Foot

Motion Carried

Executive Director Gorrell noted that the IAC had two motions for consideration. The first motion, an increase of approximately 3.9% over the FY 2019 cost per sf figures for building and site work, is based upon an analysis of the national average and increases in construction cost in Maryland. The second motion is provided as an alternate that considers the loss to the LEAs of the 2½% that was formerly held as a contingency for change orders. The LEAs will have to contribute a bit more as a result. Staff recommended the second motion to increase the cost per sf figures for building and site work by 5%.

Upon a motion by Ms. Lawlah and a second by Mr. Gibbons, the IAC voted unanimously to adopt the FY 2020 Statewide per-square-foot school building costs of \$318 per sf for building only and \$378 per sf for building and site work.

III. COMAR Waiver – Modified CIP for Baltimore City HVAC

Motion Carried

Mr. Gorrell noted that the \$15 million allocated to Baltimore city for HVAC projects is a unique allocation that does not fit well into the structure of the regular CIP as outlined in the COMAR. Staff worked with legal counsel to determine that it is proper to waive certain items, including some ineligible items such as design, local submission dates, requirement for a local match, and project minimum requirements.

Upon a motion by Ms. Lawlah, with a second by Secretary McCord, the IAC voted unanimously to approve the motion, "To avoid delay of HVAC projects critical to support safe, healthy, and educationally sufficient learning spaces, to waive certain State regulations to expedite providing funds to design, construct, and capital equip heating, ventilation, and air conditioning improvements at Baltimore City Public School (BCPSS) buildings as authorized by 2018 Laws of Maryland, Chapter 9.

IV. Statewide Facility Assessment Status and RFP Discussion

Removed from Agenda

V. Reversion of 2014 Security Initiative Funds

Motion Carried

Kim Spivey, Director of Fiscal Services for the IAC, explained that of the \$25 million allocated to the 2014 Security Initiative, there is a remaining amount of \$1,190,911 that has not been requested by the LEAs and that will revert to the General Fund upon approval of the IAC.

Upon a motion by Mr. Lombardo and a second by Ms. Avara, the IAC voted unanimously to approve the reversion of \$1,190,911 in unexpended FY 2014 security initiative funding.

VI. FY 2019 School Safety Grant Program Applications

Amended Motion Carried

The staff recommended motion provided to the IAC was, “To direct staff to release an application to solicit school safety projects from LEAs and Maryland School for the Blind with a maximum total allocation of \$10 million. Each LEA’s distribution will be proportional to the share of the total \$10 million, as identified in Table 1 based upon the September 30, 2017 Maryland State Department of Education (MSDE) full-time equivalent enrollments as defined by Education Article, §5-202 of the Annotated Code of Maryland for each LEA, rounded to the nearest \$1,000.

Joan Schaefer, Deputy Director of the Interagency Commission on School Construction, introduced the School Safety Grant Program (SSGP), and noted that staff is requesting permission to release an application for Round 1 of the SSGP. Ms. Schaefer noted that allocations could be made based upon total square footage or total enrollment for each LEA. Superintendent Salmon noted that eligible projects would include secure and lockable classroom doors, areas of safe visual refuge, and surveillance and security projects, as well as other projects identified by the LEA. Dr. Salmon emphasized that school system needs are valued and that the IAC will consider those needs. Dr. Salmon also requested that the staff take every possible measure to expedite these projects, including accepting projects for approval on a rolling basis.

Secretary McCord stated that there are discrepancies between the two methods of allocating funding, by pupil or by enrollment. He recommended that the IAC consider allocating \$5 million to each LEA by enrollment and \$5 million to each LEA by their proportional square footage. He noted that there may be higher risk for some students if square footage is not considered. IAC members expressed concurrence. Ms. Spivey noted that there is precedent for this kind of formula, and that a combination of per pupil and enrollment allocations had been used in a prior program.

Upon a motion by Secretary McCord, with a second by Ms. Lawlah, the IAC voted unanimously to direct staff to release an application to solicit school safety projects from LEAs and Maryland School for the Blind with a maximum total allocation of \$10 million. Each LEA’s distribution will be based on a combination of their proportion of total enrollment and their proportion of total facility square footage. Allocations in Table 1 and Table 2 will be adjusted to indicate an allocation of \$5 million each, and the LEA allocation will be the combination of both proportional calculations. The IAC delegates authority to approve eligible projects within the total LEA allocation to IAC staff and IAC designees, with a report of project allocations submitted to the IAC at regularly scheduled meetings.

VII. Facility Status Changes

A. Carroll County New Windsor Middle

Motion Carried

Upon a motion by Secretary Churchill, with a second by Secretary McCord, the IAC voted unanimously to approve the lease agreement between the County Commissioners of Carroll County, and New Windsor Holding, LLC, with the agreement that the State will receive its pro rata share of the lease and sale proceeds, as determined by the IAC and county staff, for the disposition of the Former New Windsor Middle School, located at 1000 Green Valley Road, New Windsor, Maryland 21776 with an option to buyout following two years.

B. Kent County Former Millington Elementary Transfer **Motion Carried**

Michael Bayer, Manager of Infrastructure and Development and IAC Designee for the Maryland Department of Planning, noted that there may be a modification necessary to the debt service amount once information is received from the State Treasurer. Any change required will be reported back to the IAC.

Upon a motion by Ms. Lawlah, with a second by Secretary Churchill, the IAC voted unanimously to approve the transfer by the Kent County Board of Education of the Former Millington Elementary School, located at 172 Sassafras Street, Millington, Maryland, to the Kent County Government, with the agreement that the county government will assume the State outstanding debt service in the amount of \$196,524.27, or as adjusted by staff as necessary, based on the repayment schedule. The use is undetermined. The Kent County government shall obtain approval of the Interagency Commission on School Construction before transferring any right, title, or interest of any portion of the property.

C. Washington County Winter Street Elementary **Motion Carried**

Upon a motion by Mr. Lombardo, with a second by Secretary Churchill, the IAC voted unanimously to approve the disposition by the Washington County Board of Commissioners of the former Winter Street Elementary School, located at 59 Winter Street, Hagerstown, Maryland, to a private party.

D. Washington County Former Job Development Center **Motion Carried**

Upon a motion by Secretary Churchill, with a second by Secretary McCord, the IAC voted unanimously to approve the disposition by the Washington County Board of Commissioners of the former Washington County Job Development Center, located at 22930 Federal Lookout Road, Smithburg, Maryland to a private party.

E. Washington County Pangborn Elementary **Motion Carried**

Dr. Salmon asked Mr. Bayer to confirm that if the land ceases to be used as a golf course, the land would revert back to the Board of Education. Mr. Bayer confirmed that this is the case.

Upon a motion by Ms. Lawlah, with a second by Mr. Gibbons, the IAC voted unanimously to approve the transfer of eleven acres of land adjacent to the Pangborn Elementary School, 195 Pangborn Boulevard, Hagerstown, Maryland 21740, from the Washington County Board of Commissioners, for the purpose of transferring the property to the City of Hagerstown for use by the city as a public golf course.

F. Informational Facility Status Changes **Information Only**

Mr. Bayer noted that some items because of type or size do not require IAC approval.

VIII. IAC Organization and Administration

A. Adoption of IAC Letterhead **Motion Carried**



Mr. Gorrell noted that upon approval of the IAC Letterhead, staff will begin to use similar images and styles for the website and other documents of the IAC.

Upon a motion by Mr. Lombardo, with a second by Ms. Avara, the IAC voted unanimously to adopt the letterhead of the Interagency Commission on School Construction.

B. IAC Signature Authority

Motion Carried

Mr. Gorrell noted that the motion simply allows the chair to sign documents to execute actions approved by the IAC in an open meeting.

Dr. Salmon noted that the second paragraph of background information included in the item discusses the potential for approval of emergency allocations by the chair. Dr. Salmon stated that this should be checked for legal sufficiency. Mr. Gorrell noted that approval of emergency allocations is not included in the motion, and staff is simply suggesting further study of the issue to the Commission. Dr. Salmon asked Lydia Hoover, AAG for the IAC, to further study the issue.

C. 2019 IAC Meeting Schedule

Information Only

Dr. Salmon noted that in the new year it might be good to establish a regular meeting time. She proposed the 2nd Thursday of each month. Secretary McCord noted that he may occasionally have conflicts due to quarterly standing meetings.

D. Guidelines and Procedures for Public Comment

Information Only

Dr. Salmon explained that the IAC is a public meeting and that public comment is encouraged as part of the agenda. She noted the importance of the body being able to complete their work, and invited members to review the guidelines suggest improvements. She noted that there were no individuals signed up for public comment for this meeting.

Secretary McCord suggested allowing speakers five minutes, rather than three, if they represent a group. The members concurred with the revision.

IX. Discussion Items

A. Correspondence

Information Only

Dr. Salmon noted that there has been additional correspondence about Talbot Springs Elementary at past meetings of the Committee. Mr. Gorrell elaborated that this elementary school has various options for solution and that the county is not limited by the current planning approval to the identified scope.

B. COMAR Revisions and Recodification

Information Only

Cassandra Viscarra, Programs Support Administrator for the IAC, noted that enacted legislation during the 2018 session has led to regulations that conflict with current statute. She explained that proposed COMAR revisions will be sent to the LEAs to solicit comments before bringing a final draft to the IAC for approval. Staff requests that members also review the COMAR and contact staff with any questions or comments.

C. Change Orders

Information Only

Mr. Felder explained to the IAC that the procedure for change orders will change as a result of enacted legislation, but that there are change orders that have been reviewed and approved by DGS.

X. Executive Session

Pursuant to § 3-305(b)(7)&(14) of the General Provisions Article, Annotated Code of Maryland, and upon motion of Brian Gibbons, seconded by Secretary Churchill and with unanimous agreement, the Interagency Commission met in closed session on Thursday, August 30, 2018 in the Caucus Room, 7th Floor, at the Nancy S. Grasmick Building. All Commission members, including Todd Schuler, who was not yet sworn in, were in attendance except Barbara Hoffman. Also in attendance were Robert Gorrell, Executive Director, Interagency Commission, Alex Donahue, Manager of Special Projects, Interagency Commission, and Assistant Attorneys General, Elizabeth Kameen and Lydia Hoover. The Executive Session commenced at 10:10 a.m.

At that time, the Interagency Commission received advice on procurement law and discussed scope of work for an upcoming procurement.

The Executive Session ended at 11:20 a.m.

Adjournment:

The first session of the Interagency Commission on School Construction was adjourned at 11:20 a.m.

**WRITTEN STATEMENT FOR CLOSING A MEETING
UNDER THE OPEN MEETINGS ACT**

Date: August 30, 2018 Time: 10:10 am Location: MSDE Motion to close meeting made by: Brian Gibbs
 Seconded by: Jess. Churchill Members voting in favor: Census all
 _____ Opposed: _____ Abstaining: _____ Absent: _____

STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b) (check all that apply):

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) To consider the investment of public funds;
- (6) To consider the marketing of public securities;
- (7) To consult with counsel to obtain legal advice on a legal matter;
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:

§3-305(b) (14) To discuss the contents of a procurement proposal and to discuss matters related to the proposal with the IAC members before it is finalized.

§3-305(b) () _____

§3-305(b) () _____

This statement is made by Karen B. Salmon, Ph.D. Presiding Officer: Karen B. Salmon, Ph.D.
 SIGNATURE

WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE MADE IN MINUTES OF NEXT REGULAR MEETING- NOT A PART OF THE CLOSING STATEMENT)

PERSONS ATTENDING CLOSED SESSION: members of the IAC

TOPICS ACTUALLY DISCUSSED State Procurement Laws

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: no votes taken

TIME CLOSED SESSION ADJOURNED: 11:20 am.

PLACE OF CLOSED SESSION Census Room

PURPOSE OF CLOSED SESSION: To discuss procurement process

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) () ; () ; ()

MEMBERS WHO VOTED TO CLOSE: _____

(Form Revised 10/1/14)

Appendix C

Item I. B. - SUMMARY OF CONTRACT AWARDS

Motion: To approve contract procurement as noted below.

The IAC staff has reviewed the contract procurement for the following State approved projects and recommends IAC approval.

		<u>Total Contract</u>	<u>State Funds</u>	<u>Local Funds</u>
<u>Anne Arundel County</u>				
1.	Four Seasons Elementary PSC #02.010.18 SR Systemic Renovation - Electrical Action Electrical Contractors, Inc.	\$118,000 \$118,000	\$59,000	\$59,000
2.	Broadneck Elementary PSC #02.023.18 SR Systemic Renovation - Electrical Action Electrical Contractors, Inc.	\$137,000 \$137,000	\$68,500	\$68,500
3.	Arundel Middle PSC #02.057.19 SR Systemic Renovation - Roof Replacement 2 - Northstar Contracting Group 1 - Vatica Contracting, Inc.	\$3,207,428 \$25,428 \$3,182,000	\$1,603,714	\$1,603,714
4.	Manor View Elementary PSC #02.074.17/17EGRC/18 LPC Renovation/Addition - Contract #2 (1 contract) GameTime c/o Cunningham Recreation	\$103,006 \$103,006	\$0	\$103,006
5.	Maryland City Elementary PSC #02.082.19 LPC K Addition - Contract #2 (1 contract) 2 - Electrical Automation Services, Inc. (EASI)	\$74,500 \$74,500	\$0	\$74,500

Item I. B. - SUMMARY OF CONTRACT AWARDS - Cont'd

	<u>Total Contract</u>	<u>State Funds</u>	<u>Local Funds</u>
<u>Baltimore County</u>			
6. Northeast Area Elementary @ Joppa Road PSC #03.219.19 LPC New - Contract #1 (14 contracts)	\$34,272,717	\$10,149,569	\$24,123,148
11A - 11400, Inc.	\$194,800		
2A - Urban N. Zink Contractor, Inc.	\$9,416,795		
3A - Sody Concrete Construction, Inc.	\$1,786,000		
4A - Campitelli Masonry, Inc.	\$911,400		
15A - G. E. Tignall & Company, Inc.	\$7,206,335		
16A - Bomark Electric	\$4,823,000		
6A - Hancock & Albanese, Inc.	\$2,009,800		
1A - Rueling & Associates, Inc.	\$161,756		
1B - Envirosolutions, Inc.	\$111,370		
5A - Kinsley Construction, Inc.	\$2,275,000		
7A - Ironshore Contracting, LLC	\$2,605,373		
8A - Chesapeake Glazing, Inc.	\$1,599,000		
9B - Apartment & Business Flooring Systems, Inc.	\$928,088		
9C - NLP Enterprises, Inc.	\$244,000		
<u>Dorchester County</u>			
7. New Directions Learning Academy PSC #09.008.19 SR Systemic Renovation - Roof Replacement	\$1,172,563	\$891,148	\$281,415
1 - Flynn Mid-Atlantic, LP	\$705,430		
2 - Garland/DBS, Inc.	\$467,133		
<u>Frederick County</u>			
8. Middletown Elementary PSC #10.001.19 SR Systemic Renovation - HVAC Replacement Daikin Applied Americas, Inc.	\$299,300	\$191,552	\$107,748
	\$299,300		
<u>Garrett County</u>			
9. Southern Middle PSC #11.008.13/18 SR Systemic Renovation - Roof Replacement Hite Associates, Inc.	\$2,319,800	\$1,159,900	\$1,159,900
	\$2,319,800		
10. Southern Middle PSC #11.008.18 SR Systemic Renovation - Sanitary Line (Waste Water) Beitzel Corporation	\$213,530	\$106,765	\$106,765
	\$213,530		
<u>Howard County</u>			
11. Clarksville Elementary PSC #13.037.18 ASP ASP - Exterior Door Replacement Overhead Door Company of Baltimore	\$167,000	\$87,776	\$79,224
	\$167,000		

Item I. B - SUMMARY OF CONTRACT AWARDS - Cont'd

		<u>Total Contract</u>	<u>State Funds</u>	<u>Local Funds</u>
Montgomery County				
12.	Brookhaven Elementary PSC #15.055.18 SR Systemic Renovation - Roof Replacement R. D. Bean, Inc.	\$736,198 \$736,198	\$178,000	\$558,198
13.	Jones Lane Elementary PSC #15.150.18 SR Systemic Renovation - HVAC Replacement Paramount Mechanical Corporation	\$1,888,000 \$1,888,000	\$470,112	\$1,417,888
14.	Briggs Chaney Middle PSC #15.167.18 SR Systemic Renovation - HVAC Replacement Emjay Engineering & Construction Company	\$2,188,400 \$2,188,400	\$544,912	\$1,643,488
Prince George's County				
15.	Langley Park/McCormick Elementary PSC #16.071.17 SR Systemic Renovation - Window Replacement Clyde McHenry, Inc.	\$612,366 \$612,366	\$289,575	\$322,791
Talbot County				
16.	Easton Dobson Elementary PSC #20.005.12SA/16/19 LPC Replacement - Contract #1 (1 contract) CMR - The Whiting-Turner Contracting Company, Inc.	\$45,682,369 \$45,682,369	\$8,390,040	\$37,292,329
Baltimore City				
17.	#170 Thurgood Marshall Building PSC #30.264.12SA SR Systemic Renovation - Asphalt & Concrete Repair American Tennis Courts, Inc.	\$199,434 \$199,434	\$199,434	\$0
Summary Totals				
Total Projects: 17	Total Contracts: 32	\$93,391,611	\$24,389,997	\$69,001,614

APPROVAL OF CONTRACTS

LEA: Anne Arundel County

PSC No 02.010.18 SR

Project Name: Four Seasons Elementary

Bid Opening: 7/17/18

Project Type: Systemic Renovation

Scope of Work: Electrical

Basis for Award of Contract: base bid

Basis of Funding: 50% of eligible base bid

Local Funds: \$59,000

State Funds: \$59,000

Total Contract: \$118,000

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>02.010.2018</u>	<u>\$44,000</u>
Increase Contingency Amount:	<u>40.000.2018</u>	<u>\$44,000</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Action Electrical Contractors, Inc.	<u>\$118,000</u>
		<u>\$118,000</u>

Notes: 1) Electrical upgrade to support the FY02 Technology in Maryland Schools (TIMS) project.
 2) Contingency removed per LEA request.

IAC Approval Date:

18CN-067-010 TIMS Electrical Upgrade for Four Seasons Elementary School

CONTRACTOR	Action Electrical Contractors, Inc.	MGM Electrical Systems, Inc.	Complete Building Systems, Inc.	Grounded Electrical Construction
TOTAL BID AMOUNT	\$118,000	\$158,100	\$186,000	*Withdraw

Bold indicates awardee

Grounded Electrical Construction withdrew their bid because they did not include all pricing.

APPROVAL OF CONTRACTS

LEA: Anne Arundel County

PSC No 02.023.18 SR

Project Name: Broadneck Elementary

Bid Opening: 7/17/18

Project Type: Systemic Renovation

Scope of Work: Electrical

Basis for Award of Contract: base bid

Basis of Funding: 50% of eligible base bid

Local Funds: \$68,500

State Funds: \$68,500

Total Contract: \$137,000

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>02.023.2018</u>	<u>\$34,500</u>
Increase Contingency Amount:	<u>40.000.2018</u>	<u>\$34,500</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Action Electrical Contractors, Inc.	<u>\$137,000</u>
		<u>\$137,000</u>

Notes: 1) Electrical upgrade to support the FY02 Technology in Maryland Schools (TIMS) project.
2) Contingency removed per LEA request.

IAC Approval Date:

18CN-067-011 TIMS Electrical Upgrade for Broadneck Elementary School

CONTRACTOR	Action Electrical Contractors, Inc.	MGM Electrical Systems, Inc.	Complete Building Systems, Inc.	Grounded Electrical Construction
TOTAL BID AMOUNT	\$137,000	\$163,500	\$211,000	*Withdrew

Bold indicates awardee

Grounded Electrical Construction withdrew their bid because they did not include all pricing.

APPROVAL OF CONTRACTS

LEA: Anne Arundel County

PSC No 02.057.19 SR

Project Name: Arundel Middle

Bid Opening: 4/24/18

Project Type: Systemic Renovation

Scope of Work: Roof Replacement

Basis for Award of Contract: base bid and proposal dated 4/5/18 utilizing contract #17SC-099

Basis of Funding: 50% of eligible base bid and proposal

Local Funds: \$1,603,714

State Funds: \$1,603,714

Total Contract: \$3,207,428

State Contingency for Change Orders: \$40,093

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>02.057.2019</u>	<u>\$46,193</u>
Increase Contingency Amount:	<u>40.000.2019</u>	<u>\$46,193</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
2	Northstar Contracting Group	\$25,428
1	Vatica Contracting, Inc.	\$3,182,000
		<u><u>\$3,207,428</u></u>

- Notes: 1) Replacement of the 105,000 sf 1992 built-up roof.
2) Prevailing wage rates apply to this contract.
3) Low bidder (Ruff Roofing & Sheet Metal) withdrew bid because they did not include all pricing.

IAC Approval Date:

APPROVAL OF CONTRACTS

LEA: Anne Arundel County

PSC No 02.074.17/17EGRC/18 LPC

Project Name: Manor View Elementary

Bid Opening: 5/25/18

Project Type: Renovation/Addition

Scope of Work: Contract #2 (1 contract)

Basis for Award of Contract: proposal dated 5/25/18 utilizing US Communities Contract #26-2017-028

Basis of Funding: 24.9% of eligible proposal up to the amount of maximum allocation

Local Funds: \$103,006

State Funds: \$0

Total Contract: \$103,006

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:		<u>\$0</u>
Increase Contingency Amount:		<u>\$0</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	GameTime c/o Cunningham Recreation	<u>\$103,006</u>
		<u>\$103,006</u>

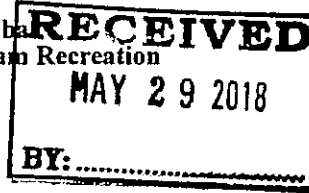
Notes: 1) Renovation of 62,894 sf, 2,011 sf of cooperative use space of the 8,682 sf addition, and demolition of the existing 67,791 sf facility.
2) Prevailing wage rates do not apply to this contract; actual State allocation is less than 25% of the total contract. Project bid with non-prevailing wage rates.

IAC Approval Date:



A PLAYCORE COMPANY

Playcore Wisconsin Inc. dba
 GameTime c/o Cunningham Recreation
 PO Box 240981
 Charlotte, NC 28224
 800.438.2780
 704.525.7356 FAX



QUOTE
 #132537

05/25/2018

AACPS: Manor View Elementary School - Kindergarten & Grades -1-5 Play Areas

Anne Arundel County Public Schools
 Attn: Matt Bohn
 9034 Fort Smallwood Road
 Pasadena, MD 21122
 Phone: 443-875-3788
 mbohn@aacps.org

Project #: P92754
 Ship To Zip: 20794

Qty	Part #	Description	List \$	% Disc.	Selling \$	Ext. Selling \$
<u>KINDERGARTEN PLAY STRUCTURE -</u>						
• Reference Drawing 92754-02.						
1	RDU	GameTime - Custom Powerscape Modular Play Structure for Ages 2-5 & Up (Kindergarten) [Basic: _____] [Deck:Pvc: _____] [Accent: _____] [Roto Plastic: _____] Custom - [Basic: (78) Red] [Arch: _____] [2 Color HDPE: _____] [HDPE: _____] (1) 80656 -- Access Attachment 3' & 4' (1) 80924 -- Double Seat (1) 81681 -- Turning Bar (1) 81696 -- Crunch Bar (Ps 2-5) (2) 90004 -- Two Piece Hex Deck (1) 90021 -- 2'-0" Transfer System W/ Barrier (1) 90029 -- 3' Transfer Platform W/ Barrier (1) 90119 -- 5'/5'-6" Tree Climber (1) 90203 -- Tic-Tac-Toe Panel Above Dk (1) 90218 -- Rung Encl Mold S. Whl & Bar,Above Dk (1) 90227 -- Lang Panel World Greeting,Above Dk (3) G90267 -- 9' Upright, Galv (2) G90268 -- 10' Upright, Galv (6) G90269 -- 11' Upright, Galv (2) 90306 -- Climber Archway W/ Socket & Barrier (1) 90331 -- 5' Dna Climber	\$31,358.00	24.00	\$23,832.08	\$23,832.08



A P L A CORP ESTD 1987

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QUOTE
 #132537

05/25/2018

AACPS: Manor View Elementary School - Kindergarten & Grades -1-5 Play Areas

Qty	Stock ID	Description	List \$	% Disc.	Selling \$	Ext. Selling \$
		(1) 90345 -- 3' & 3'-6" Clover Leaf Climber				
		(1) 90392 -- Store Panel Two Color				
		(1) 90472 -- Count & Spell Pnl (2 Color), Above Dk				
		(1) 90503 -- 2'-6"/3' Single Wave Zip Slide				
		(1) 90509 -- 5' Double Zip Slide, Std Dk				
		(1) 91140 -- High Point Entryway - Barrier				
1	RDU	(1) G90267 -- 9' Upright, Galv GameTime - Activity Panel Cluster with Solar System & Math Panels with Bongos <i>[Roto Plastic: _____] Custom - [Basic: (78) Red] [Basic: _____]</i>	\$3,870.00	24.00	\$2,941.20	\$2,941.20
		(1) 81699 -- Bongos				
		(3) G90265 -- 7' Upright, Galv				
		(1) 90443 -- Math Panel Below Dk				
		(1) 90448 -- Solar System Panel Below Dk				
1	INSTALL	CPS - Install GameTime Play Structures (>\$15,000.00) - <ul style="list-style-type: none"> List Price: \$35,228.00 USC Install Cost (34%): \$11,977.52 GRADES 1-5 PLAY STRUCTURE - <ul style="list-style-type: none"> Reference Drawing 92754-02. 			\$11,977.52	\$11,977.52
1	RDU	GameTime - Custom Powerscape Modular Play Structure for Ages 5-12 (Grades 1-5) <i>Custom - [Deck:Pvc: (BL) Blue]</i> <i>Custom - [Basic: (78) Red] Custom - [Accent: (Q) Butterscotch] Custom - [2 Color HDPE: (GW) Green / White]</i> <i>Custom - [Roto Plastic: (5) Green]</i> (4) 80000 -- 49" Sq Punched Steel Deck	\$41,969.00	24.00	\$31,896.44	\$31,896.44



A PLAYCORE COMPANY

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QUOTE
 #132537

05/25/2018

AACPS: Manor View Elementary School - Kindergarten & Grades -1-5 Play Areas

Qty	Stock ID	Description	List \$	% Disc.	Selling \$	Ext. Selling \$
		(1) 80656 -- Access Attachment 3' & 4'				
		(1) 80924 -- Double Seat				
		(1) 81483 -- 90 Deg Loop Ladder Link				
		(1) 81656 -- 1-Level Chin Bar				
		(1) 81669 -- Hand Cyclor				
		(1) 81670 -- Crunch Bar				
		(1) 81699 -- Bongos				
		(2) 90021 -- 2'-0" Transfer System W/ Barrier				
		(1) 90029 -- 3' Transfer Platform W/ Barrier				
		(1) 90104 -- 2'-6"/3' Schooner Climber				
		(1) 90134 -- 3'/3'-6" Twister Climber				
		(1) 90207 -- Overhead Ladder Access Package				
		(3) G90267 -- 9' Upright, Galv				
		(3) G90268 -- 10' Upright, Galv				
		(10) G90269 -- 11' Upright, Galv				
		(1) 90391 -- 3'-0" Overhead Climber Access Ladder				
		(1) 90412 -- Std Arch Bridge, 2 Dk Span Barrier				
		(1) 90505 -- 5' Single Zip Slide				
		(1) 90579 -- Double Swerve Slide				
		(1) 90598 -- Hour Glass Climber				
		(1) 90608 -- Challenge Canyon Bridge				
		(2) 91143 -- Challenge Canyon Entryway - Barrier				
		(4) 91209 -- Climber Entryway - Barrier				
		(1) 91321 -- Erratic Climber 4'0"-5'0"				
		(1) G90265 -- 7' Upright, Galv				
		(2) G90269 -- 11' Upright, Galv				
1	INSTALL	CPS - Install GameTime Play Structures (>\$15,000.00) -			\$14,269.46	\$14,269.46
		• List Price: \$41,969.00				
		• USC Install Cost (34%): \$14,269.46				



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QUOTE
 #132537

05/25/2018

AACPS: Manor View Elementary School - Kindergarten & Grades -1-5 Play Areas

Qty	Part #	Description	List \$	% Disc.	Selling \$	Ext. Selling \$
<u>- KINDERGARTEN</u>						
<u>PLAYGROUND EQUIPMENT</u>						
<u>(FREESTANDING)</u>						
1	36074	GameTime - Stratus Lo [Basic: _____] [Roto Plastic: _____]	\$2,558.00	24.00	\$1,944.08	\$1,944.08
1	564	GameTime - Curved Balance Beam Custom - [Basic: (78) Red]	\$705.00	16.00	\$592.20	\$592.20
2	28009	GameTime - 6' P/S Bench W/Back Inground [Basic: _____] [Coated Site: _____]	\$639.00	3.00	\$619.83	\$1,239.66
1	INSTALL	CPS - Install GameTime Freestanding Events (>\$15,000.00) - <ul style="list-style-type: none"> List Price: \$4,541.00 USC Install Cost (38%): \$1,725.58 			\$1,725.58	\$1,725.58
<u>GRADES 1-5 PLAYGROUND</u>						
<u>EQUIPMENT (FREESTANDING)</u>						
2	28009	GameTime - 6' P/S Bench W/Back Inground Custom - [Basic: (78) Red] [Coated Site: (BL) Blue]	\$639.00	3.00	\$619.83	\$1,239.66
1	INSTALL	CPS - Install GameTime Freestanding Events (>\$15,000.00) - <ul style="list-style-type: none"> List Price: \$1,278.00 USC Install Cost (38%): \$485.64 			\$485.64	\$485.64
1	178749	GameTime - Owner's Kit			\$53.00	\$53.00
1	SP178749	GameTime - Owner's Kit (Free of Charge)			(\$53.00)	(\$53.00)
<u>SAFETY SURFACING (BOTH</u>						
<u>PLAY AREAS)</u>						



A P.L.A. CORE COMPANY

Playcore Wisconsin Inc. dba
 GameTime c/o Cunningham Recreation
 PO Box 240981
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QUOTE
 #132537

05/25/2018

AACPS: Manor View Elementary School - Kindergarten & Grades -1-5 Play Areas

Qty	Part #	Description	List \$	% Disc.	Selling \$	Ext. Selling \$
140	USC-EWF-MD	GT-Impax - Engineered Wood Fiber (Cubic Yard) - <ul style="list-style-type: none"> • K Area: 1,800 Sq. Ft. • G1-5 Area: 1,460 Sq. Ft. • Depth: 9 Inches • Volume: 140 Cubic Yards • Critical Height: 8 Feet • Pricing Per USC Contract: <ul style="list-style-type: none"> ◦ List Price: \$29.90 ◦ USC Contract Price (18% Disc.): \$24.52 ◦ Freight Charge Per 100 CY Load: \$690.00 	\$29.90	17.99	\$24.52	\$3,432.80
4	161294	GameTime - Terraflow Drain 150ft Roll	\$443.00	18.00	\$363.26	\$1,453.04
4	161292	GameTime - Wear Mat 44"x48"	\$223.00	18.00	\$182.86	\$731.44
3260	USC-INEWF-3	CPS - Install Wood Fiber Surfacing (<4,000 SF) - <ul style="list-style-type: none"> • USC Contract Unit Price: \$0.65 / Sq.Ft. 			\$0.65	\$2,119.00
SITE WORK: -						
<ul style="list-style-type: none"> • Supply and Install AACPS Approved geotextile fabric beneath wood fiber surfacing (3,240 Sq.Ft). • Supply and Install (1) 3' x 3' x 24" Deep stone collection pits at SWM System outlet drain stub in each play area. (2) Total. • Restore disturbed areas of site with Seed & Straw. 						
1	SUPPLY	CPS - USC - Ancillary Site Work Services: (Materials, Equipment & Overhead) - <ul style="list-style-type: none"> • Material costs, delivery fees, equipment rental, disposal fees and incidental supplies. 			\$1,395.00	\$1,395.00



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QUOTE
 #132537

05/25/2018

AACPS: Manor View Elementary School - Kindergarten & Grades -1-5 Play Areas

Qty	Part #	Description	List \$	% Disc.	Selling \$	Ext. Selling \$
48	USC-LABOR	CPS - USC - Ancillary Site Work Services: Labor (Per Man Hour)			\$73.50	\$3,528.00

Contract: USC

SubTotal: \$104,802.80
 Contract Discount: (\$5,866.97)
 Tax: \$0.00
 Estimated Freight: \$4,070.00
Total Amount: \$103,005.83

INSTALLATION CONDITIONS:

- **ACCESS:** Site should be clear, level and allow for unrestricted access of trucks and machinery.
- **STORAGE:** Customer is responsible for providing a secure location to off-load and store the equipment during the installation process. Once equipment has delivered to the site, the owner is responsible should theft or vandalism occur unless other arrangements are made and noted on the quotation.
- **FOOTER EXCAVATION:** Installation pricing is based on footer excavation through earth/soil only. Customer shall be responsible for unknown conditions such as buried utilities (public & private), tree stumps, rock, or any concealed materials or conditions that may result in additional labor or materials cost.
- **UTILITIES:** Installer will contact Miss Utility to locate all public utilities prior to layout and excavation of any footer holes. Owner is responsible for locating any private utilities.
- **ADDITIONAL COSTS:** Pricing is based on a single mobilization for installation unless otherwise noted. Price includes ONLY what is stated in this quotation. If additional site work or specialized equipment is required, pricing is subject to change.

APPROVAL OF CONTRACTS

LEA: Anne Arundel County

PSC No 02.082.19 LPC

Project Name: Maryland City Elementary

Bid Opening: 3/7/18

Project Type: K Addition

Scope of Work: Contract #2 (1 contract)

Basis for Award of Contract: proposal dated 3/7/18 utilizing AACPS contract #15CN-060

Basis of Funding: 50% of eligible proposal up to the amount of maximum allocation

Local Funds: \$74,500

State Funds: \$0

Total Contract: \$74,500

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:		<u>\$0</u>
Increase Contingency Amount:		<u>\$0</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
2	Electrical Automation Services, Inc. (EASI)	<u>\$74,500</u>
		<u>\$74,500</u>

Notes: 1) Addition of 8,217 sf for five (5) kindergarten classrooms.
2) Prevailing wage rates apply to this contract.

IAC Approval Date:

PROPOSAL/QUOTATION LCW0015-1

PROJECT:

MARYLAND CITY E.S.-ADDITION

ATTENTION:

Mr. Contractor

- 4. Premium time.
- 5. Providing dampers, drives and AFMS.
- 6. Start-up and warranty of controls and equipment not provided and installed by EASI.

NOTES:

- 1. Access, escorts and parking to be provided by owner.
- 2. All work to be performed during normal working hours.
- 3. Power for controllers to be obtained from power feeding equipment being controlled.
- 4. Price includes engineered drawings, demonstration and (2)year warranty.
- 5. Price reflects open plenum rated cable installation above accessible ceilings and inside DOAS, Wiremold/EMT where exposed.
- 6. Work is limited to equipment specified in this proposal.

BASE PRICE:

Seventy Four Thousand Five Hundred Dollars-----\$74,500.00

PREPARED BY:

Carl Lundy

ACCEPTED BY:

TITLE:

DATE:

SIGNATURE HERETO ACKNOWLEDGES TERMS ABOVE AND SERVES AS NOTICE TO PROCEED. PROPOSAL VOID IF NOT ACCEPTED BY: 5/6/18

APPROVAL OF CONTRACTS

LEA: Baltimore County

PSC No 03.219.19 LPC

Project Name: Northeast Area Elementary @ Joppa Road

Bid Opening: 1/27/17, 2/23/17, 10/19/17

Project Type: New

Scope of Work: Contract #1 (14 contracts)

Basis for Award of Contract: base bid plus alts. 6, 6A, 7, 9, 9A, 11 & 11A

Basis of Funding: 50% of eligible base bid plus alts. 6, 6A, 7, 9, 9A, 11 & 11A up to the amount of maximum allocation

Local Funds: \$24,123,148

State Funds: \$10,149,569

Total Contract: \$34,272,717

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:		<u>\$0</u>
Increase Contingency Amount:		<u>\$0</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
11A	11400, Inc.	\$194,800
2A	Urban N. Zink Contractor, Inc.	\$9,416,795
3A	Sody Concrete Construction, Inc.	\$1,786,000
4A	Campitelli Masonry, Inc.	\$911,400
15A	G. E. Tignall & Company, Inc.	\$7,206,335
16A	Bomark Electric	\$4,823,000
6A	Hancock & Albanese, Inc.	\$2,009,800
1A	Rueling & Associates, Inc.	\$161,756
1B	Envirosolutions, Inc.	\$111,370
5A	Kinsley Construction, Inc.	\$2,275,000
7A	Ironshore Contracting, LLC	\$2,605,373
8A	Chesapeake Glazing, Inc.	\$1,599,000
9B	Apartment & Business Flooring Systems, Inc.	\$928,088
9C	NLP Enterprises, Inc.	\$244,000
		<u><u>\$34,272,717</u></u>

- Notes: 1) New school with 95,085 sf, including cooperative use space, for 700 students.
 2) Prevailing wage rates apply to this contract.
 3) Project eligible for balance of funding in a future fiscal year.

IAC Approval Date:

APPROVAL OF CONTRACTS

LEA: Dorchester County

PSC No 09.008.19 SR

Project Name: New Directions Learning Academy

Bid Opening: 6/25/18

Project Type: Systemic Renovation

Scope of Work: Roof Replacement

Basis for Award of Contract: base bid; proposal dated 6/25/18 per US Communities Contract #14-5903

Basis of Funding: 50% of eligible base bid and proposal

Local Funds: \$281,415

State Funds: \$891,148

Total Contract: \$1,172,563

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>09.008.2019</u>	<u>\$113,852</u>
Increase Contingency Amount:	<u>40.000.2019</u>	<u>\$113,852</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
1	Flynn Mid-Atlantic, LP	\$705,430
2	Garland/DBS, Inc.	\$467,133
		<u>\$1,172,563</u>

Notes: 1) Replacement of the entire 50,352 sf 1994 built-up roof.
2) Prevailing wage rates apply to this contract.

IAC Approval Date:

APPROVAL OF CONTRACTS

LEA: Frederick County

PSC No 10.001.19 SR

Project Name: Middletown Elementary

Bid Opening: 4/6/18

Project Type: Systemic Renovation

Scope of Work: HVAC Replacement

Basis for Award of Contract: proposal dated 4/6/18 utilizing The Cooperative Purchasing Network (TCPN) Contract R150505-MD

Basis of Funding: 64% of eligible proposal

Local Funds: \$107,748

State Funds: \$191,552

Total Contract: \$299,300

State Contingency for Change Orders: \$4,789

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>10.001.2019</u>	<u>\$33,659</u>
Increase Contingency Amount:	<u>40.000.2019</u>	<u>\$33,659</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Daikin Applied Americas, Inc.	<u>\$299,300</u>
		<u>\$299,300</u>

Notes: 1) Replacement of two (2) 1974 heating only gym AHUs with heating and cooling units.

IAC Approval Date:

Executive Summary

Frederick County Public Schools Purchasing Department, thank you for providing Daikin Applied Americas Inc. ("Daikin Applied") with the opportunity to propose an HVAC equipment replacement solution for the Middletown Elementary School Gymnasium. The existing equipment is being updated to achieve better ventilation, school comfort and increased performance.

HVAC Installation:

Daikin Applied recommends replacing the (2) existing HW heating and ventilation system indoor air handler units with new Daikin Rebel RTU's to be located on the roof above the current indoor units.

Anticipated MBE Participation:

Daikin Applied anticipates 12% minority business participation for this project.

Performance Bond:

Daikin Applied has included a bond in this project.

Wage Scale Rates:

Daikin Applied has included wage scale rates in this project.

SCOPE OF WORK and PRICING:

HVAC Installation: Provide (2) Daikin Rebel rooftop units labeled RTU-1 & RTU-2 along with complete installation including, electrical, mechanical, rigging, and JCI controls to complete a fully functional HVAC system for the Gymnasium.

Engineering: Daikin Applied has included the cost of engineering in our proposal. Daikin Applied will provide signed, stamped MEP drawings for approval from State and County prior to ordering any equipment along with final as built drawings for records.

Rigging: Daikin Applied will provide and install the following within our scope of services:

- Crane and rigging to remove the old indoor AHU's and dispose of the same.
- Crane and rigging to receive the new equipment and will set and assemble the new equipment on standard 24" roof curbs.

Mechanical Installation:

- Roof curbs will be set on the roof and be flashed in by a certified roofer to maintain any existing roof warranty.
- Provide necessary materials and labor to install the air distribution system, hot water piping, insulation and controls.
- Daikin Applied will provide factory equipment startup.

Electrical: Daikin Applied will provide and install the following electrical items:

- Provide necessary labor and materials to install new power supply to the new Daikin equipment.
- Provide necessary labor and materials for controls power, sensors, relays, hardware, software, and programming for a complete and fully functional power and control system.
- Provide all necessary labor and materials to reconfigure electrical circuits from electrical source to new unit mounted disconnect.

Time Frame for Completion: Project is scheduled to begin upon receipt of an FCPS PO or official NTP. Daikin Applied will order equipment and be mobilized on site ready for installation in 10-12 weeks. Work will impact the Gymnasium, Electrical/Mechanical rooms and rooftop areas of the school during normal daytime work hours.

Warranty: 2 Year Parts and labor on new equipment.

Start-up Services: Daikin applied to provide Start-Up Services on all new equipment.

Base Project Pricing: Total for Scope and Terms, including equipment, labor, materials, and freight as per above scope: \$299,300.00 (Two Hundred Ninety Nine Thousand Three Hundred Dollars)

Requested Payment Terms: Net 30 Days after completion of project

This proposal is valid for a period of 60 days.

Thank you again for your interest in working with Daikin Applied.

Sincerely,

Thomas Mayhew
Business Development Manager
Mobile: (240) 495-3927
Office: (301) 805-9800
E-Mail: Thomas.Mayhew@daikinapplied.com

APPROVAL OF CONTRACTS

LEA: Garrett County

PSC No 11.008.13/18 SR

Project Name: Southern Middle

Bid Opening: 4/4/17

Project Type: Systemic Renovation

Scope of Work: Roof Replacement

Basis for Award of Contract: base bid plus alt. 1

Basis of Funding: 50% of eligible base bid plus alt. 1

Local Funds: \$1,159,900

State Funds: \$1,159,900

Total Contract: \$2,319,800

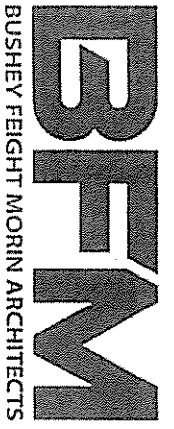
State Contingency for Change Orders: \$28,998

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>11.008.2018</u>	<u>\$26,102</u>
Increase Contingency Amount:	<u>40.000.2018</u>	<u>\$26,102</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Hite Associates, Inc.	<u>\$2,319,800</u>
		<u>\$2,319,800</u>

Notes: 1) Replacement of the entire 92,000 sf 1977 built-up roof, and replacement of the metal panels at the penthouse.
2) Prevailing wage rates apply to this contract.

IAC Approval Date:



BID TABULATION

Garrett County Board of Education
 40 South Second Street
 Oakland, Maryland 21550

Addenda Issued:
 Add. No. 1: 3/29/17

BFM Project #16088 / GCPS Bid #SX0708-2271
 Southern Middle School - Roof Replacement

Bid Opening: April 4, 2017 @ 2:00 PM

BIDDER	A. BASE BID	B. ALTERNATE NO. 1	C. UNIT PRICES				Bid Bond	MBE (5%)	Ack. Addenda
			UP-1	UP-2	UP-3	UP-4			
Hite Associates Inc.	2,196,000.00	123,800.00	10,000	7,500	1,000	4,000	✓	✓	✓
Heidler Roofing	2,791,262.00	133,175.00	15,000	12,500	1,750	7,000	✓	✓	✓
J&K Contracting	2,480,000.00	77,000.00	2,500	5,000	2,000	1,000	✓	✓	✓
Tri-State Roofing									

Present:
 Bill Swift
 Cassie Marsh

Peter (J&K Contracting)
 Scott Rice (Hite)
 Andy (Heidler)

[Handwritten signatures]
 Cassie Marsh

APPROVAL OF CONTRACTS

LEA: Garrett County

PSC No 11.008.18 SR

Project Name: Southern Middle

Bid Opening: 4/4/17

Project Type: Systemic Renovation

Scope of Work: Sanitary Line (Waste Water)

Basis for Award of Contract: base bid

Basis of Funding: 50% of eligible base bid

Local Funds: \$106,765

State Funds: \$106,765

Total Contract: \$213,530

State Contingency for Change Orders: \$2,669

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>11.008.2018</u>	<u>\$49,566</u>
Increase Contingency Amount:	<u>40.000.2018</u>	<u>\$49,566</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Beitzel Corporation	<u>\$213,530</u>
		<u>\$213,530</u>

Notes: 1) Replacement of the 1977 sanitary line, serving the Southern Middle School and Broad Ford Elementary school campus, and installation of two (2) grinder pumps to maintain proper flow.

IAC Approval Date:

BID TABULATION

Garrett County Board of Education
 40 South Second Street
 Oakland, Maryland 21550

SPECS JOB NO. 4747 / PSC #11.008.18SR-3
 GCPS Bid No. 00 10 00
 Southern Middle School Sanitary Line Replacement

Bid Opening: June 6, 2017 @ 10:00 AM

Add. No. 1:
 Add. No. 2:

Addenda Issued:

Bidder	A. Base Bid	ADD/ALT #1	Wage Rates	Bid Bond (5% Of Base Bid)	MBE
Byco Enterprises	\$ 383,700	N/A	---	Yes	Yes
Beitzel Corp	\$ 213,530	N/A	---	Yes	Yes

William Swift
 Cassie Marsh
 Joe Schmidt - Beitzel
 Brian Schryber - Byco

APPROVAL OF CONTRACTS

LEA: Howard County

PSC No 13.037.18 ASP

Project Name: Clarksville Elementary

Bid Opening: 5/23/18

Project Type: ASP

Scope of Work: Exterior Door Replacement

Basis for Award of Contract: base bid

Basis of Funding: ASP

Local Funds: \$79,224

State Funds: \$87,776

Total Contract: \$167,000

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:		<u>\$0</u>
Increase Contingency Amount:		<u>\$0</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Overhead Door Company of Baltimore	<u>\$167,000</u>
		<u>\$167,000</u>

- Notes:** 1) Replacement of eight (8) exterior doors and installation of an ADA compliant ramp.
 2) Eligible for funding available within FY 2018 ASP allocation for LEA at time of reimbursement request.
 3) Low bidders (HomeRite of Baltimore, LLC and Nastos Construction, Inc.) deemed non-responsive for failing to review revised drawings and failing to provide bid bond documents respectively.

IAC Approval Date:

Bid Tab
Bid #018.18.B3
Exterior Door Replacement
Clarksville Elementary School

5/23/2018
10:01 AM

Company	Total Base Bid
HomeRite of Baltimore, LLC	\$58,000.00
Nastos Construction, Inc.	\$85,452.00
Overhead Door Co. of Baltimore, Inc.;	\$167,000.00 ✓
Colossal Contractors, Inc.	\$199,950.00
Most Incorporated	\$244,749.00
Brawner Builders, Inc.	\$275,375.00

APPROVAL OF CONTRACTS

LEA: Montgomery County

PSC No 15.055.18 SR

Project Name: Brookhaven Elementary

Bid Opening: 3/27/18

Project Type: Systemic Renovation

Scope of Work: Roof Replacement

Basis for Award of Contract: base bid

Basis of Funding: 24.9% of eligible base bid up to the amount of maximum allocation

Local Funds: \$558,198

State Funds: \$178,000

Total Contract: \$736,198

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:		<u>\$0</u>
Increase Contingency Amount:		<u>\$0</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	R. D. Bean, Inc.	<u>\$736,198</u>
		<u>\$736,198</u>

- Notes:** 1) Replacement of 35,129 sf of 1995 built-up roof and 571 sf of 1995 metal roof. The 2008 and 2011 additions are not included.
 2) Prevailing wage rates required; project bid with non-prevailing wage rates therefore State participation in this contract is calculated at 24.9%.

IAC Approval Date:

DEPARTMENT OF FACILITIES MANAGEMENT BROOKHAVEN ELEMENTARY SCHOOL
 ROOF REPLACEMENT

MARCH 27, 2018
 2:15 PM
 REVIEW AREA 2

BIDDERS	R.D. BEAN, INC	CITIROOF CORPORATION	COLE ROOFING COMPANY, INC	INTERSTATE CORPORATION	ORNDORFF & SPAID INC.	VATICA CONTRACTING, INC.
Base Bid	\$736,198	no bid	no bid	\$850,000	\$893,626	no bid
Light-weight Concrete	\$26			\$30	\$26	
Metal Deck	\$8			\$10	\$8	
Wood Deck	\$8			\$8	\$7	
Tectum Deck	\$26			\$35	\$26	
MBE Forms A & B	X			X	X	
Bid Bond Included	X			X	X	
Addenda 1&2	X			X	X	

APPROVAL OF CONTRACTS

LEA: Montgomery County

PSC No 15.150.18 SR

Project Name: Jones Lane Elementary

Bid Opening: 5/8/18

Project Type: Systemic Renovation

Scope of Work: HVAC Replacement

Basis for Award of Contract: base bid

Basis of Funding: 24.9% of eligible base bid

Local Funds: \$1,417,888

State Funds: \$470,112

Total Contract: \$1,888,000

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>15.150.2018</u>	<u>\$61,888</u>
Increase Contingency Amount:	<u>40.000.2018</u>	<u>\$61,888</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Paramount Mechanical Corporation	<u>\$1,888,000</u>
		<u>\$1,888,000</u>

- Notes:** 1) Replacement of the 1987 HVAC equipment including one (1) air handling unit serving the media center, one (1) heating and ventilating unit serving the gym, three (3) make-up air units, and 52 fan coil units serving the classrooms.
 2) Prevailing wage rates required; project bid with non-prevailing wage rates therefore State participation in this contract is calculated at 24.9%.
 3) Contingency removed per LEA request.

IAC Approval Date:

JONES LANE ELEMENTARY SCHOOL
HVAC EQUIPMENT CONTROLS REPLACEMENT

MAY 8, 2018
2pm
Review Area 2

	American Combustion Industries, Inc.	Denver Elek, Inc.	EMJAY Engineering & Construction Co.	Mallick Mechanical Contractors	M&M Welding & Fabricators, Inc.	Paramount Mechanical	Shapiro & Duncan, Inc.	Towson Mechanical, Inc.	W.L. Gary Company, Inc.
Base Bid	no bid	\$1,967,000	no bid	no bid	\$2,024,000	\$1,888,000	\$2,202,000	no bid	1,925,000
Bid Bond		X			X	X	X		X
MBE		X			X	X	X		X
Addendum #1-3		X			1-2	X	X		X

APPROVAL OF CONTRACTS

LEA: Montgomery County

PSC No 15.167.18 SR

Project Name: Briggs Chaney Middle

Bid Opening: 1/17/18

Project Type: Systemic Renovation

Scope of Work: HVAC Replacement

Basis for Award of Contract: base bid plus alts. 1 & 2

Basis of Funding: 24.9% of eligible base bid plus alts. 1 & 2

Local Funds: \$1,643,488

State Funds: \$544,912

Total Contract: \$2,188,400

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>15.167.2018</u>	<u>\$195,088</u>
Increase Contingency Amount:	<u>40.000.2018</u>	<u>\$195,088</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Emjay Engineering & Construction Company	<u>\$2,188,400</u>
		<u>\$2,188,400</u>

- Notes:** 1) Replacement of the 1991 central plant equipment, including two (2) boilers, two (2) chillers, one (1) cooling tower, and D-Wing terminal units including 32 fan-coil units, two (2) air handling units and two (2) rooftop units.
2) Prevailing wage rates required; project bid with non-prevailing wage rates therefore State participation in this contract is calculated at 24.9%.
3) Contingency removed per LEA request.

IAC Approval Date:

BRIGGS CHANEY MIDDLE SCHOOL
HVAC EQUIPMENT REPLACEMENT PHASE 1

JANUARY 17, 2018
2PM
REVIEW AREA 2

	American Combustion Industries, Inc.	Denver Elek, Inc.	EMJAY Engineering & Construction Co.	Mallick Mechanical Contractors	N&M Welding & Fabricators, Inc.	Paramount Mechanical	Saijo	Shapiro & Duncan, Inc.	Towson Mechanical, Inc.	R.W. Warner	Weich & Rustie, Inc.	W.L. Gary Company, Incorporated
Base Bid	\$2,315,400	\$2,386,000	\$2,140,000	no bid	\$2,368,000	\$2,640,000	no bid	no bid	no bid	\$2,442,000	no bid	\$2,500,000
Add Air 1 Oil Free Chiller	\$18,740	\$19,600	\$34,900		\$28,000	\$17,000				\$20,400		\$31,000
Add Air 2 Duct Cleaning	\$11,500	\$11,000	\$13,500		\$13,600	\$12,000				\$12,000		\$15,000
TOTAL	\$2,345,640	\$2,416,600	\$2,188,400		\$2,409,600	\$2,669,000				\$2,474,400		\$2,546,000
Bid Bond	X	X	X		X	X				X		X
MBE	X	X	X		X	X				X		X
Addenda #1-4 acknowledged	X	X	X		X	X				X		X

APPROVAL OF CONTRACTS

LEA: Prince George's County

PSC No 16.071.17 SR

Project Name: Langley Park/McCormick Elementary

Bid Opening: 4/26/18

Project Type: Systemic Renovation

Scope of Work: Window Replacement

Basis for Award of Contract: base bid

Basis of Funding: 63% of eligible base bid

Local Funds: \$322,791

State Funds: \$289,575

Total Contract: \$612,366

State Contingency for Change Orders: \$8,070

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>16.071.2017</u>	<u>\$121,139</u>
Increase Contingency Amount:	<u>40.000.2017</u>	<u>\$121,139</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Clyde McHenry, Inc.	<u>\$612,366</u>
		<u>\$612,366</u>

- Notes: 1) Replacement of 72 1958/1979 windows.
2) Prevailing wage rates apply to this contract.
3) Ineligible Contingency Allowance (\$100,000).

IAC Approval Date:



IFB: #DCP18-02 Langley Park McCormick ES Storefront Replacement

Due Date: April 26, 2018 Due Time: 2:00 PM # Bids Received: 5	ARS Construction	E. Pikounis Construction	Nastos Construction	Thomas Construction Group LLC	Clyde McHenry, Inc.
	1	2	3	4	5
Total Base Bid Project Cost for All General Construction	\$879,250.77	\$724,000.00	\$851,515.00	\$681,158.25	\$612,366.00
Alternates - Not Applicable					
Total Base Bid	\$879,250.77	\$724,000.00	\$851,515.00	\$681,158.25	\$612,366.00
1. Two (2) Original Bid Forms	X	X	X	X	X
2. Two (2) Bid Security		X	X	X	X
3. Two (2) Anti-Bribery Affidavit	X	X	X	X	X
4. Two (2) Copies of valid Business License		X	X	X	X
5. Two (2) Attachment A – Certified Minority Business Enterprise Utilization and Fair Solicitation Affidavit	X	X	X	X	X
6. Two (2) Attachment B – MBE Participation Schedule	X	X	X	X	X

APPROVAL OF CONTRACTS

LEA: Talbot County

PSC No 20.005.12SA/16/19 LPC

Project Name: Easton Dobson Elementary

Bid Opening: 7/26/18

Project Type: Replacement

Scope of Work: Contract #1 (1 contract)

Basis for Award of Contract: GMP

Basis of Funding: 50% of eligible GMP

Local Funds: \$37,292,329

State Funds: \$8,390,040

Total Contract: \$45,682,369

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:		<u>\$0</u>
Increase Contingency Amount:		<u>\$0</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
CMR	The Whiting-Turner Contracting Company, Inc.	<u>\$45,682,369</u>
		<u>\$45,682,369</u>

- Notes:** 1) Replacement school consisting of 128,755 sf new construction and demolition of the entire existing 84,237 sf Easton Moton facility and 40,797 sf of the Easton Dobson facility.
 2) Prevailing wage rates apply to this contract.
 3) Ineligible pre-construction service fees and contingency totaling \$504,663.
 4) Project eligible for additional State funding in a future fiscal year.
 5) Additional contracts to be submitted at a future date.

IAC Approval Date:

EASTON ELEMENTARY SCHOOL

Summary of Accounting (Exhibit B)						
GMP Easton, Maryland	Lump Sum Base Bid	Recommended Contractor	MBE / WBE Included	Reason for Award	PERCENT OF COST	Price Per Square Foot
SIZE: 128,755						
Div 01 - General Conditions	1,618,650	Whiting-Turner	\$ -		3.7%	\$ 12.57
Div 01 - General Requirements (Cost of Work Items)	140,000	Whiting-Turner	\$ -		0.3%	\$ 1.09
Div 01 - WT Held Allowances	671,200	Whiting-Turner	\$ -		1.5%	\$ 5.21
Div 01A - Survey	36,835	Lane Engineering	\$ -	Low Bid	0.1%	\$ 0.29
Div 01B - Testing & Inspection (GR Cost of Work)	Cost of work	Hillis-Carnes	\$ -	Low bid (Unit Price)	0.0%	\$ -
Div 01C - Final Cleaning Scope (Allowance)	75,000	TBD	\$ -	Low Bid	0.0%	\$ -
Div 01D - Envelope Testing	22,595	Building Envelope Consulting	\$ -	Low Bid	0.1%	\$ 0.18
Div 01E - LEED Air Testing	8,750	Sussex Environmental	\$ -	Low Bid (Only Bid)	0.0%	\$ 0.07
Div 01B - Waste Management (GR Cost of Work)	Cost of work	TBD	\$ -		0.0%	\$ -
Div 03A- Concrete	1,690,515	Bay Country	\$ 236,864	Low Bid	3.9%	\$ 13.13
Div 04A - Masonry	992,160	DW Masonry	\$ 31,200	Low Bid	2.3%	\$ 7.71
Div 05A - Metals	2,197,237	Custom Welding & Fab	\$ 425,750	Low Bid	5.1%	\$ 17.07
Div 06A - General Trades (Trusses, Studs, Drywall, Div10)	6,641,293	ALN Contracting	\$ -	Low Bid	15.3%	\$ 51.58
Div 06B - Interior Millwork	733,675	Modular Concepts	\$ -	Low Bid	1.7%	\$ 5.70
Div 07A - Roofing	2,181,535	Procon Enterprises, Inc	\$ -	Low Bid	5.0%	\$ 16.94
Div 07B - Metal Wall Panels	721,771	Autumn Contracting	\$ 721,771	Low Bid	1.7%	\$ 5.61
Div 07C - Caulking	23,900	J&B Caulkers	\$ -	Low Bid	0.1%	\$ 0.19
Div 07D - Air Vapor Barrier	160,363	Cameron Building Envelope	\$ 160,363	Low Bid	0.4%	\$ 1.25
Div 08A - Supply DFH	281,750	Salisbury Door	\$ -	Low Bid	0.6%	\$ 2.19
Div 08B - Glass	1,039,775	Charles Brown Glass	\$ -	Low Bid	2.4%	\$ 8.08
Div 09A - Ceilings	443,854	ALN Construction	\$ -	Low Bid	1.0%	\$ 3.45
Div 09B - Resilient Flooring	660,212	Churchville Tile & Marble	\$ 59,070	Low Bid	1.5%	\$ 5.13
Div 09C - Resinous Flooring	68,665	Durex Coverings, Inc	\$ -	Low Bid	0.2%	\$ 0.53
Div 09D - Painting	419,850	Jamestown Painting	\$ -	Low Bid	1.0%	\$ 3.26
Div 09E - Ceramic Tile	265,300	Churchville Tile & Marble	\$ 9,600	Low Bid	0.6%	\$ 2.06
Div 09F - Epoxy Terrazzo Flooring (Alternate ONLY)	618,300	Roman Mosaic & Tile Company	\$ 89,470	Low Bid	1.4%	\$ 4.80
Div 10 - Specialties (Included in 06A)	-	ALN Contracting	\$ -	Low Bid	0.0%	\$ -
Div 11A - Food Service Equipment	450,000	11400 Inc.	\$ -	Low Bid	1.0%	\$ 3.50
Div 11B - Stage Equipment	17,700	Pittsburgh Stage	\$ -	Low Bid	0.0%	\$ 0.14
Div 11C - Gym Equipment	59,600	Modern Door & Equipment	\$ -	Low Bid	0.1%	\$ 0.46
Div 12A - Blinds & Shades	25,180	Goodwin Brothers Shades	\$ -	Low Bid	0.1%	\$ 0.20
Div 14A - Conveying Systems	80,781	Delaware Elevators	\$ -	Low Bid	0.2%	\$ 0.63
Div 21A - Fire Suppression	604,780	Bear Industries	\$ 39,520	Low Bid	1.4%	\$ 4.70
Div 22A - Plumbing & HVAC	7,334,000	Mycos Mechanical	\$ 1,140,000	Low Bid	16.9%	\$ 56.96
Div 23A - Geothermal Wells	869,500	Allied Well Drilling	\$ 95,648	Low Bid	2.0%	\$ 6.75
Div 26A - Electrical Includes Fire alarm	4,994,100	Lywood Electric	\$ 731,550	Low Bid	11.5%	\$ 38.79
Div 27A - Communications (AV, Security, Access Control)	1,992,060	Ark Systems, Inc.	\$ 130,614	Low Bid	4.6%	\$ 15.47
Div 31A - Earthwork	4,918,180	A-Del Construction Co.	\$ 663,500	Low Bid	11.3%	\$ 38.20
Div 32A - Landscaping & Retaining Wall	351,767	Denison Landscaping, Inc.	\$ -	Low Bid (Only Bid)	0.8%	\$ 2.73
Div 32B - Fencing	90,460	Long Fence	\$ -	Low Bid	0.2%	\$ 0.70
SUBTOTAL OF ALL DIVISIONS	43,501,293		\$ 4,534,919		100%	\$ 337.28
Construction Fee, Bond, Insurance	1,439,435					
SUBTOTAL	44,940,728					\$ 349.04
Contingency	434,663					
SUBTOTAL	45,375,391					\$ 352.42
Early Bid Package	306,978					
TOTAL GMP	45,682,369		9.9%			\$ 354.80

APPROVAL OF CONTRACTS

LEA: Baltimore City

PSC No 30.264.12SA SR

Project Name: #170 Thurgood Marshall Building

Bid Opening: 5/3/18

Project Type: Systemic Renovation

Scope of Work: Asphalt & Concrete Repair

Basis for Award of Contract: proposal dated 5/3/18 utilizing BCS Contract #18-006

Basis of Funding: Supplemental Appropriation

Local Funds: \$0

State Funds: \$199,434

Total Contract: \$199,434

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:		<u>\$0</u>
Increase Contingency Amount:		<u>\$0</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	American Tennis Courts, Inc.	<u>\$199,434</u>
		<u>\$199,434</u>

- Notes: 1) Removal and replacement of concrete apron repair of storm drain. Removal of existing asphalt, curb and gutter as needed.
2) Final adjustment of State's participation shall be made at project closeout.

IAC Approval Date:

**Baltimore City Public Schools
 Facility Operations Department
 Proposals Received**

Contract: Vanguard Parking Asphalt & Concrete

Proposals: Received April / May, 2018

No.	Company Name	Addendum(s)	Proposal Forms	Insurance	MBE & WBE Forms	Total Lump Sum Price
1	American Tennis Courts, Inc					\$199,433.75
2	Planigan					\$247,156.00
3						
4						
5						
6						
7						
8						
9						
10						

Item I. C. Approval of Revisions to Previously Approved Contracts

Motion:

To approve the revisions to previously approved contract awards to accurately reflect the adjusted State participation.

Background Information:

Projects approved for additional funding in the current FY 2019 CIP that have previously had contract awards approved by the IAC need to be revised to reflect the additional State funding in the project. Additional revisions and/or adjustments to the school name, PSC Number, notes, etc. may also be required and are reflected in the detail information per project.

August 30, 2018 – Approval of Contracts

Anne Arundel County – George Cromwell Elementary

PSC# 02.063.14/17EGRC/18/19/19EGRC LPC

Project Type: Renovation/Addition Contract #1 (15 contracts)

Change Local Funding from \$25,537,464 to \$24,454,733

Change State Funding from \$3,761,534 to \$4,844,265

Change Contingency for Change Orders from \$94,038 to \$0

Change Amount to Decrease from \$988,693 to \$0

Add Note:

- 4) Revision to State and Local funding based on maximum eligible State participation in project.

August 30, 2018 – Approval of Contracts

Montgomery County – North Bethesda Middle

PSC# 15.245.19EGRC LPC

Project Type: Addition/Renovation – Contract #1 (14 contracts)

Change Local Funding from \$13,224,736 to \$13,309,736

Change State Funding from \$4,230,000 to \$4,145,000

Add Note:

- 6) Revision to State and Local funding based on actual State allocation approved in the FY 2019 CIP.

August 30, 2018 – Approval of Contracts

Prince George's County – Tulip Grove Elementary

PSC# 16.137.18/18EGRC/19 LPC

Project Type: Renovation/Addition

Change Local Funding from \$16,095,000 to \$16,098,000

Change State Funding from \$5,085,000 to \$5,082,000

Add Note:

- 5) Revision to State and Local funding based on actual State allocation approved in the FY 2019 CIP.

October 11, 2017 – Approval of Contracts

Anne Arundel County – Arnold Elementary

PSC# 02.106.18/18EGRC/19 LPC

Project Type: Replacement

Change PSC # from 02.106.18/18EGRC LPC to 02.106.18/18EGRC/19 LPC

Change Local Funding from \$29,415,257 to \$24,674,732

Change State Funding from \$3,480,000 to \$8,220,525

Change Contingency for Change Orders from \$0 to \$205,513

Change Account to Decrease from \$0 to \$844,962

Change Note:

- 3) Project eligible for additional funding in a future fiscal year to Increase in State funding due to balance of allocation provided in the FY 2019 CIP.

October 13, 2016 – Approval of Contracts

Calvert County – Northern High

PSC# 04.005.12/15/17/18/19 LPC

Project Type: Replacement/Renovation

Change PSC # from 04.005.12/15/17/18 LPC to 04.005.12/15/17/18/19 LPC

Change Local Funding from \$44,843,000 to \$35,959,523

Change State Funding from \$24,539,000 to \$33,422,477

Change Contingency for Change Orders from \$0 to \$428,523

Change Note:

- 4) Increase in State funding due to additional allocation provided in the FY 2018 CIP to Increase in State funding due to additional allocation provided in the FY 2018 CIP and FY 2019 CIP.

Item I. D. Approval of Revisions to Previously Approved Property Transfers

Motion:

To approve the revisions to previously approved items.

Background Information:

August 30, 2018 – Approval of Revisions to Previously Approved Property Transfers
Kent County – Millington Elementary
PSC# 14.001
Change Outstanding Bond Debt from \$196,524.27 to \$167,983.21

The previous amount of \$196,524.27 provided as the outstanding bond debt owed was incorrect, as acknowledged by the IAC at their August 30, 2018 meeting. The revised amount of \$167,983.21 is based upon corrected analysis from the Treasurers' Office.

September 17, 2015 – of Revisions to Previously Approved Property Transfers
Prince George's County Public Schools
7200 Bock Road Undeveloped Property
Change Address from 7200 Bock Road to 7007 Bock Road

IAC staff received correspondence from Prince George's County dated September 26, 2018 requesting a revision to the action approved by the IAC in September 2015 approving the transfer of a property on Bock Road to the County. The property was identified as 7200 Bock Road. The correct address of the surplus property is 7007 Bock Road.

Item I. E. Approval of Easements

Motion:

To approve the conveyance by the respective Boards of Education of the easements specified in the table below:

LEA	School	Type of Easement	Site Acreage	Easement Acreage
Howard County	Bellows Springs Elementary School	Utility	40.0	0.34
Montgomery County	Luxmanor Elementary School	Forest Conservation	6.49	1.22
Montgomery County	Maryvale Elementary School	Forest Conservation and Utility	17.50	0.61
Montgomery County	Tilden Middle School	Forest Conservation	19.75	3.13
Montgomery County	Julius West Middle School	Stormwater Management	21.31	3.09

Item II. Approval of Accounting Adjustments: Baltimore City Public Schools Cancellation of FY 2018 Capital Improvements Program (CIP) Projects and Amendment of the FY 2019 CIP

Motion:

To approve a request from Baltimore City Public Schools (BCPSS) to:

1. Rescind \$10,155,000 allocated to 10 projects (one FY 2012 Supplemental Appropriation project and nine FY 2018 CIP projects); and transfer \$10,155,000 to the Statewide Contingency Account reserved for Baltimore City Public Schools.
2. Amend the FY 2019 CIP to include eight projects; and allocate \$24,740,000 from the Statewide Contingency Account reserved for Baltimore City Public Schools to fund the projects.

Background Information:

IAC staff received a letter from Baltimore City on May 14, 2018 requesting, in accordance with §5-303 (j)(3) of the Education Article, the rescission of 24 allocations (\$24,404,000) for 15 projects — seven of which were mission-critical roof, HVAC and fire alarm projects — originally approved in the FY 2017 CIP and FY 2018 Capital Improvement Programs (CIPs). In addition, BCPSS provided an explanation for the need to rescind each allocation.

In response, staff met with the BCPSS team to determine how to reduce the need to rescind allocations in the future, and how to deliver the seven mission-critical projects to the students as soon as possible, and at the lowest possible cost.

In order to reduce the need to rescind allocations in the future, BCPSS plans to add estimation expertise to the Design and Construction (D&C) office. Also, BCPSS continues to work with the finance office to allow the D&C office to use local capital funds to support feasibility studies and preliminary designs in advance of state approvals and allocations. At the request of IAC staff, the Maryland Department of Budget and Management (DBM) provided technical assistance to support such use of local capital funds. In addition, the IAC has discontinued, except upon request, the use of multi-year allocations to fund systemic renovations. Based on recommendations from staff, Baltimore City revised and resubmitted the letter on September 13, 2018. (see attached)

On August 30, 2018, the IAC approved the rescission of 14 expired allocations referred to in the May 14 letter. Education Article §5-303(j) states that funds approved for a project that have not been contracted for within 2 years of the approval of the project shall be transferred to a fund reserved for the county and made available for other eligible projects.

At this time, per the letter dated September 13, 2018, Baltimore City Public Schools is requesting approval to rescind the other 10 allocations shown in the table below:

10 Allocations to Rescind			
School Name	Project Type	Project Number	Amount
#061 John Eager Howard Elementary	Grease Traps	30.034.12SA SR	\$9,000
#035 Harlem Park PK-8	HVAC	30.277.17/18 SR	\$1,000,000

10 Allocations to Rescind			
School Name	Project Type	Project Number	Amount
#039 Dallas F. Nicholas Sr. Elementary	HVAC	30.020.18 SR	\$128,000
#081 North Bend PK-8	HVAC/Fire Safety	30.041.17 SR	\$1,160,000
#130 Booker T. Washington Middle	Roof	30.168.18 SR	\$3,020,000
#239 Benjamin Franklin Building	Roof	30.099.18 SR	\$1,378,000
#400A Edmondson High	Roof	30.246.18 SR	\$1,143,000
#407 Western High	Pool	30.227.17 SR	\$1,180,000
#480 Baltimore City College High	Pool	30.110.18 SR	\$240,000
#480 Baltimore City College High	Roof	30.110.17 SR	\$897,000
Total			\$10,155,000

Also per the letter updated September 13, 2018, Baltimore City Public Schools is requesting approval to amend the FY 2019 CIP to include and fund (with \$24,740,000 from the Statewide Contingency Account reserved for Baltimore City Public Schools) the eight projects shown in the table below:

8 Projects to Amend to the FY 2019 CIP			
School Name	Project Type	PSC #	Amount
#125 Furman L. Templeton Elementary	Elevator	30.061.19 SR	\$340,000
#081 North Bend PK-8	HVAC	30.041.19 SR	\$1,760,000
#045 Federal Hill Prep PK-8	HVAC	30.023.19 SR	\$4,960,000
#130 Booker T. Washington Building	Roof	30.168.19 SR	\$4,800,000
#239 Benjamin Franklin Building	Roof	30.099.19 SR	\$3,120,000
#400A Edmondson High	Roof	30.246.19 SR	\$3,200,000
#480 Baltimore City College High	Roof	30.110.19 SR	\$4,000,000
#480 Baltimore City College High	Fire	30.110.19 SR	\$2,560,000
Total			\$24,740,000

Staff recommends approval of this motion.

Item III. Educational Specifications Workgroup Appointments

Motion:

To appoint members of the Workgroup on Educational Development Specifications as identified in this agenda item.

Background Information:

Section 6 of HB 1783 (2018 Md. Laws, Chap. 14) creates the Workgroup on Educational Development Specifications. Attached you will find Section 6 as well as a summary sheet outlining the responsibilities of the workgroup.

The workgroup membership consists of relevant stakeholders selected by the IAC, which include:

- Two members of the Senate of Maryland, appointed by the President of the Senate
 - Senator Ferguson
 - Senator Rosapepe
- Two members of the House of Delegates, appointed by the Speaker of the House
 - Delegate Chang
 - Delegate Ghrist
- Local Education Agency facility designers and planners
- Other members with expertise in school design and construction
- The Executive Director of the IAC, shall chair the Workgroup

To ensure that the workgroup size remains manageable and productive, staff recommends a total membership of no more than 13. With the four legislative members and the Executive Director, this leave 8 additional members that represent LEAs and experts in the construction industry to be appointed by the IAC.

IAC Staff recommends the Appointment of:

- Local Education Agency facility designers and planners
 - Daniele Haley, Supervisor Facilities and Planning, Somerset
 - Lisa Seaman-Crawford, Director Facilities, Anne Arundel
 - Cindi Smith, Director Design and Construction, Baltimore City
- Other members with expertise in school design and construction
 - Bob Wilkinson, Director Maintenance and Operations, Frederick
 - Brian Gibbons, Developer, IAC Member, Knott Commissioner
 - Dick Lombardo, Builder, IAC Member, Knott Commissioner
 - Chris Parts, Architect, AIA Committee on Architecture for Education
 - Kathleen Sherrill, Architect, Knott Commissioner

Workgroup on Educational Development Specifications

Members:

- 2 members of the Senate, appointed by the President of the Senate
- 2 members of the House, appointed by the Speaker of the House
- Local Education Agency Facility designers and planners selected by the IAC
- Other members with expertise in school design and construction as selected by the IAC
- The Executive Director of the IAC – *Chair*

Objectives:

Study	Make Recommendations Regarding
Square footage allocations used to calculate the maximum allowable SF, including considering overly restrictive requirements and determining if alternative methodologies could increase space efficiency	Square footage allocations, including community space and in schools with a high proportion of free and reduced-price meals
MSDE school design standards to ensure that they are not overly specific and are aligned with space allowances for each type of space	MSDE school design standards and guidelines
Use of regional cost/sf figures, to reflect different construction and labor markets in the state	Use of regional cost/sf figures
SRC Process	Updates to the SRC process, including updates necessary to address special programs and adjacent schools
Cost per student of school construction processes, including differences in cost per student by type and across jurisdictions	Options for increasing the state share of eligible school construction costs for projects with lower than average cost per student for each type of school

The purpose of the workgroup is NOT to develop a standard Ed Spec, as it is critical for each LEA to maintain the flexibility to effectively serve their students.

Report:

The workgroup shall report its findings and recommendations to the Governor and General Assembly on or before **July 1, 2019**.

Feedback:

Meetings will begin as soon as appointments are made to the workgroup. All meeting materials will be distributed to the LEAs and other stakeholders for comment throughout the entire process. Material will also be presented at Facility Planner Meetings throughout the year.

SECTION ~~7~~ 6. AND BE IT FURTHER ENACTED, That:

- (a) There is a Workgroup on Educational Development Specifications.
- (b) The Workgroup consists of relevant stakeholders selected by the Interagency ~~Committee~~ Commission on School Construction, which shall include:
 - (1) two members of the Senate of Maryland, appointed by the President of the Senate;
 - (2) two members of the House of Delegates, appointed by the Speaker of the House;
 - (3) local education agency facility designers and planners; and
 - (4) other members with expertise in school design and construction.
- (c) The Executive Director of the Interagency ~~Committee~~ Commission on School Construction shall chair the Workgroup.
- (d) The Interagency ~~Committee~~ Commission on School Construction shall provide staff for the Workgroup.
- (e) A member of the Workgroup:
 - (1) may not receive compensation as a member of the Workgroup; but
 - (2) is entitled to reimbursement for expenses under the Standard State Travel Regulations, as provided in the State budget.
- (f) The Workgroup shall:
 - (1) review the square footage allocations that are currently used to calculate the State maximum allowable square footage for a project to identify any overly restrictive requirements and to determine if alternative methodologies or allocation could result in more efficient use of space in school buildings;
 - (2) review the Maryland State Department of Education school design standards and guidelines to ensure that the standards and guidelines:
 - (i) are aligned with the space allowance for each type of space, such as health suites, classrooms, and community use areas; and
 - (ii) are not overly specific;

(3) examine the use of regional cost-per-square-foot figures in the State allowable cost-per-square-foot figures that are established annually, which would reflect the different construction and labor markets in regions of the State; ~~and~~

(4) review the State Rated Capacity process; and

(5) review the cost per student of school construction projects for new or replacement schools and major renovations of existing school facilities and examine the differences in cost per student by type of school across local jurisdictions.

(g) The Workgroup shall make recommendations regarding:

(1) the square footage allocations that should be used to calculate the State maximum allowable square footage allocations, including recommendations on community use space in schools, especially in community schools and in schools with a high proportion of students eligible for free and reduced-price meals;

(2) the Maryland State Department of Education school design standards and guidelines;

(3) the use of regional cost-per-square-foot figures in the State allowable cost-per-square-foot figures; ~~and~~

(4) updates to the State Rated Capacity process, including any updates necessary to address special programs and adjacent schools; and

(5) options for increasing the State share of eligible school construction costs for projects with lower than average cost per student for each type of school.

(h) On or before July 1, 2019, the Workgroup shall report its findings and recommendations to the Governor and, in accordance with § 2-1246 of the State Government Article, the General Assembly.

SECTION ~~8~~ 7. AND BE IT FURTHER ENACTED, That:

(a) The Interagency ~~Committee~~ Commission on School Construction shall examine the effect of prevailing wage requirements on school construction costs, including in:

(1) different regions of the State; and

(2) counties with different State and local cost-share percentages.

(b) On or before July 1, 2020, the Interagency ~~Committee~~ Commission on School Construction shall report on its examination of the effect of prevailing wage requirements on school construction costs to the Governor and, in accordance with § 2-1246 of the State Government Article, the General Assembly.

Item IV. Change Order Transition Policy and Administrative Procedures Guide Revisions

Motion:

To approve the transitional policy for change order submission and review as applicable to projects approved through the FY 2019 CIP and to approve the revision to Section 305 *Change Orders* of the Administrative Procedures Guide

Background Information:

In accordance with HB 1783, the following changes are to be implemented to the change order procedure for major construction and systemic renovation projects:

1. The Department of General Services may not review change orders;
2. The Interagency Commission may not approve changes orders;
3. Local Education Agencies (LEA) shall maintain contingency funds for each approved project for unanticipated construction costs above the State allocation;
4. A percentage of the State allocation for change orders may not be withheld.

The purpose of this action is to define how the Interagency Commission (IAC) and Department of General Services (DGS) will handle procedurally the transitioning of change orders submitted for review for State funded projects approved in the FY 2019 Capital Improvement Program (CIP) and earlier and compliance with HB1783 for State funded projects approved in subsequent CIPs.

At this time, the IAC has approximate 2,700 change orders, totaling \$60 million, pending review by DGS. The State appropriation withheld for eligible change orders in specific projects totals approximately \$8.5 million. Prior to the enactment of HB 1783, LEAs were required to submit change orders, whether State or locally funded, for review by DGS. Change orders (add or deduct) were evaluated by DGS for eligibility, reasonableness of cost, and the availability of State funds in the project contingency, and subsequently submitted to the Interagency Commission on School Construction as information items. In compliance with HB 1783 LEAs will no longer be required to submit change orders for State review effective June 1, 2018. It has been the practice of the IAC at the time of contract award to establish in the project a 2.5% contingency for change orders, if funding is available within the State allocation. There are 248 projects that currently have outstanding change orders and available project contingencies that will be required to be reverted in the absence of a review of eligible change orders.

The IAC Designees propose the following for each active project.

1. The IAC will present the LEAs with the opportunity to request that DGS review change orders for current active projects within 45 days of IAC notification. DGS will review the requested change orders, and determine the amount of funding based on state cost share at time of contract award and available funding. These amounts will be reported to the IAC, accordingly. This will give the LEAs the opportunity to receive the portion of the allocation in the project contingency for eligible expenditures based on the procedures in place prior to enactment of HB 1783.
2. The IAC staff will prepare a final report to the IAC of all of the change orders that will not be reviewed and that are to be considered as locally funded.
3. The unallocated project contingency funds will be reverted to the contingency reserve account established for each LEA. The funds in the contingency reserve account will

be available to the LEA for projects in the current fiscal year CIP or the next fiscal year CIP.

In addition, the Administrative Procedures Guide should be updated to reflect an appropriate policy for future projects.

Staff recommends a modification of Section 305 of the Administrative Procedures Guide to replace the existing Section 305 with the following:

1. All change orders are considered a local obligation. Submission of change orders for State review when issued is not required. Upon completion of the project, a final listing of all change orders issued shall be included with the final standard requisition for payment submitted at close-out. Credit change orders will be considered against state participation, and may require an adjustment to the total state expenditures.
2. At the time of contract award no portion of the allocation in excess of the State participation in the contract award will be withheld as a project contingency for change orders. Change orders for a bona fide adjustment to the contract are a local responsibility.
3. At contract award, the State allocation in excess of the maximum State participation in the contract shall be reverted to the LEA contingency reserve account. The funds in the contingency reserve account will be available to the LEA for projects in the current fiscal year CIP or the next fiscal year CIP.

The current section 305 is attached for your information.

305 CHANGE ORDERS

305.1 CHANGE ORDER SUBMITTALS

- A. Change orders should only be used to pay bona fide adjustments to the general contract that rectify unforeseen or conflicting building situations that arise after construction begins. Change orders which increase the cost of the approved construction contract by re-establishing alternates not approved by the IAC at the time of contract award or that are the result of negligent contractual performance by any party will not be eligible for State funding.
- B. A change order shall be written for each separate adjustment to the construction contract and be given a consecutive number. All locally funded change orders must also be in sequence. The change order will include all related work associated with this one change (i.e., site, architectural, structural, mechanical, and electrical) as applicable. Unrelated offsetting adjustments to the construction contract shall not be included in the same change order. If, in the same change order, there are both add-on charges and deductions, the added cost and credits must be shown on the contractor's breakdown. Credit for work deleted without substitution in lieu thereof will be given a separate change order number. Each change order shall be reviewed separately on its own relationship to the project. A credit change order shall not be construed to guarantee the funding of an additional charge which might not be an eligible expenditure.
- C. Form 305.1, "Change Orders," is to be used for transmitting change order documents. Use a separate form for each project. Submit one (1) copy of each change order with a letter from the architect recommending approval with adequate justification for all changes listed and the contractor's itemized cost breakdown for the proposed work listing materials, labor, overhead, and profit.
- D. At the time of contract award, a 1.5% contingency will be established for change orders if funding is available within the State allocation. All change orders or parts of a change order issued by the LEA which exceed the available State contingency funds will not be State funded and become a local obligation.
- E. Change orders in accordance with paragraphs A., B. and D. may be approved by the LEA and issued to the contractor without approval of the Committee as provided herein. At the same time the LEA issues a change order to the contractor, a copy including supporting documentation will be forwarded to the IAC for their records.
- F. The Designees may require the LEA to provide substantiation of compliance with the aforementioned paragraph A. The change order (add or deduct) will be reviewed for eligibility, the reasonableness of cost, and the availability of

State funds in the project contingency. Eligible change orders will be funded based on State/local percent of participation at time of contract award. The Committee will be the final arbitrator of compliance.

- G. Allowances that will be permitted in the construction contract are Inspections and Testing allowances (listed separately) for steel, soils, concrete, and carpet. They are subject to review and approval of the IAC. Any funds that are not expended for this purpose will not be used to increase the project's contingency for change orders but will revert to the Statewide Contingency Account when the project is completed.
- H. The funding of any associated architectural/engineering fees shall be the sole responsibility of the LEA.
- I. Change orders meeting the requirement listed herein will be reviewed by the DGS Designee and reported to the Committee. The DGS Designee will notify the LEA of the funding status of the change orders.
- J. These procedures apply to all change orders - either increases or decreases - whether State or locally funded. These procedures are also applicable if State funding is anticipated for previously approved planning projects.
- K. The LEA should advise each prospective contractor of these change order procedures, particularly B. above.

Item V. The FY 19 Nonpublic Aging School Program

Motion:

To approve and release the applications for the FY 19 Nonpublic Aging School Program (FY 19 NASP), pending additional revisions by IAC staff and legal counsel. The final applications will be available when the IAC approves the application forms and may be released immediately.

Background Information:

Education Article §5-206 of the Annotated Code of Maryland provides funds to be distributed as grants to nonpublic schools in Maryland for eligible expenditures for aging nonpublic schools including school security improvements.

The 2018 legislature approved \$ 3.5 million for the FY 19 NASP program to be distributed to qualifying nonpublic schools. Nonpublic schools, excluding preschools, eligible in fiscal year 2019 (FY19) for the Aid to Nonpublic Schools Program for the purchase of textbooks or computer hardware and software for loan to students, commonly known as the “Textbook and Technology Program”, are eligible to apply for the FY19 Interagency Commission on School Construction Program (IAC) Nonpublic Aging Schools Program (NASP). The qualifications for the NASP program are:

- a) An eligible school may apply and qualify for a grant as specified below based on the following criteria:
- At least 20% of the school’s students are eligible for free or reduced price meal programs;
 - Tuition charged the students is less than the statewide average per pupil expenditure for public as calculated by the Maryland State Department of Education; and
 - The school has a facility with an average age of 50 years or more and
- b) If a school meets:
- All three of the criteria specified above, the school may receive up to \$100,000;
 - Two of the three criteria specified above, the school may receive up to \$75,000; and
 - One of the three criteria specified above, the school may receive up to \$25,000.

Staff recommends approval. The draft Procedures Guide is attached.

PROCEDURES
FOR THE
NONPUBLIC AGING SCHOOLS PROGRAM
(FISCAL YEAR 2019)
October 10, 2018

These procedures are available for download at:

<http://www.pscp.state.md.us/Programs/NonPubASP/nonpubaspindex.cfm>

Applications for this program must be submitted online at:

<https://agingschools.msde.maryland.gov/>



Maryland State Department of Education
200 West Baltimore Street
Baltimore, Maryland 21201-2595



Interagency Commission on School Construction
200 West Baltimore Street
Baltimore, Maryland 21201-2595

Procedures for the Nonpublic Aging Schools Program (Fiscal Year 2019)

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Forms

- A. Building Age Worksheet
- B. Grant Assurances
- C. Request for Reimbursement to Nonpublic Schools *(IAC FORM 306.2 Revised for Nonpublic Schools)*
- D. Contractor's Certification of Receipt of Payment *(IAC FORM 306.2a Revised for Nonpublic Schools)*

1. Introduction/Overview

The Maryland General Assembly is providing \$3.5 million in fiscal year 2019 (July 1, 2018 – June 30, 2019) in grants for renovations and improvements to existing nonpublic school buildings.

Nonpublic schools, except preschools, eligible in fiscal year 2019 (FY19) for the Aid to Nonpublic Schools Program for the purchase of textbooks or computer hardware and software for loan to students, commonly known as the “Textbook and Technology Program”, are eligible to apply for the FY19 Interagency Commission on School Construction (IAC) Nonpublic Aging Schools Program (NASP.)

Payment for work completed under this program will be through reimbursement to the grant recipient – the school. No matching funds are required, but the school shall be responsible for all project costs exceeding the amount of the grant. The maximum grant amount is \$100,000. The minimum grant amount is \$5,000 per eligible school.

Individual grant allocations will be based on the number of schools meeting certain criteria. Preliminary allocations will be established after all applications have been received and reviewed in early 2019. If more eligible schools apply and qualify for grants than the total authorization, the Maryland State Department of Education (MSDE) shall prorate the grants. In order to fund all eligible projects in the last two years, MSDE has reduced the maximum grant amount. In FY15 the maximum prorated grant amount was \$48,200. In FY16 it was \$36,700. In FY17 it was \$36,176.

Schools will have until December 14, 2018 to apply for a grant. Grant recipients will have until June 30, 2020 to contract for approved project work. Schools must complete and pay for the work in full prior to requesting State reimbursement.

Submissions at a Glance

Fiscal Year	Procedures and Applications Released	Last day for Submission of Application	MSDE Notifies Schools	Contracts must be signed on or after...	Construction Must be Under Contract by	Request for Reimbursement due by
FY 2019	Mid- September	12/14/2018	2/4/2019	6/1/2018	6/30/2020	3/31/2021

2. Eligible Schools

- a) Nonpublic schools, except preschools, eligible to receive aid from the Textbook and Technology Program in FY19 (school year 2018-2019) are eligible for this program. To determine eligibility, take the second prior year tuition revenues (school year 2016-2017) and divide by the second prior year enrollment (September 30, 2016). If the resulting number is less than or equal to \$15,581, then the school qualifies to apply for this program. The \$15,581 figure represents the State average expenditure per pupil for fiscal year 2017, based on MSDE's submission for the National Public Education Financial Survey (NPEFS) federal reporting requirement.
- b) School buildings to be improved must have a minimum calculated age of 16 years at the time of the application to be considered an “aging school.” The school buildings must have been constructed and occupied prior to January 1, 2003 to meet the age requirement.

- c) The school must offer kindergarten and/or higher grades. Preschools are not eligible. For the purposes of this program, “preschools” means schools that generally enroll students ages 4 and below and do not provide formal kindergarten programs.

3. Eligible Aging Schools Projects

- a) Eligible projects are capital improvements to nonpublic school buildings and sites that, when completed, will protect the school building from deterioration, improve the safety of students and staff, and enhance the delivery of educational programs. Routine maintenance and repair projects are not eligible.
- b) Projects must be in buildings that are 16 years or older. Building system components to be replaced, such as boilers and roofs, must also be 16 years or older.
- c) Projects must have an estimated life expectancy of at least 15 years with normal maintenance.
- d) Individual projects do not have a minimum cost. Several separate, eligible projects may be requested in the same building.
- e) Projects in buildings leased by nonpublic schools are eligible providing the building owner signs an agreement assuring repayment to the State of the grant should the school cease occupancy of the building within the 15-year bond period.

4. Sample List of Projects Eligible for Reimbursement

- Americans with Disabilities Act (ADA) accessibility modifications
- Carpet replacement (only if new carpet carries a 15-year warranty)
- Ceiling replacement
- Electrical system upgrades
- Elevator refurbishment or upgrades
- Fire protection system and/or components (replace and/or upgrade)
- Flooring (repair and refinish and/or replace)
- Folding partitions (installation and/or replacement)
- Heating, Ventilating, and Air Conditioning (HVAC) systems and/or components
- Lighting systems and/or components
- Playground equipment and fencing
- Roofing systems and/or components replacement
- Site redevelopment, including parking areas and sidewalks
- Telecommunication (data, voice, and video) distribution systems (hard-wired), including safety and security systems (Technology components must have a 15-year life expectancy. First installation of equipment is eligible – replacement of old equipment is not.)
- Underground fuel tanks (remove and/or replace)

This list is not complete. Contact MSDE staff to confirm the eligibility of other projects.

5. Ineligible Projects and Expenditures

The following projects and expenditures are not eligible for this program:

- a) Projects in spaces used primarily for religious instruction, programs, and worship
- b) Projects in buildings used primarily for administration, maintenance, storage, or other non-instructional, ancillary services
- c) Projects for improvements to, or the movement of, temporary or portable classroom buildings
- d) Expenditures to supplement an approved State allocation for a project
- e) Expenditures to directly or indirectly contribute to the required matching funds of a State legislative initiative grant in the annual capital bond bill
- f) Design, construction management, project management, testing, or inspection fees
- g) Salaries or wages paid to nonpublic school employees for project work
- h) Maintenance, such as painting rooms, repairing equipment, adjusting door closers, and patching roofs
- i) Non-capital furnishings and equipment (less than 15 year expected life)
- j) Instructional supplies and materials
- k) Maryland State sales taxes

For more detailed information on project eligibility and ineligibility see Code of Maryland Regulations (COMAR) *Board of Public Works, Public School Construction, Administration of the Public School Construction Program, Eligible Expenditures, and Ineligible Expenditures*. Go to www.dsd.state.md.us, COMAR Online. Select "Search Option 1" and enter codification numbers "23.03.02.11" and "23.03.02.12."

6. Requirements for All Projects

- a) Grant recipients are encouraged to submit an application and obtain MSDE project approvals to assure eligibility before awarding a contract for the work.
- b) Contracts shall have been signed on or after June 1, 2018.
- c) All work shall be under contract by June 30, 2020, two years after the funds first become available.
- d) All work shall be completed and the request for reimbursement shall be submitted to MSDE/IAC by March 31, 2021. Notify MSDE in advance to request an extension on this date if necessary.

- e) Grant recipients shall consult with the Maryland Historical Trust (MHT) and determine the project will have no adverse effects on historic properties or shall identify measures to be taken to avoid and reduce such effects. A one page "Project Review Form" is available at the web site below. Grant recipients are not required to submit a copy of the review form to MSDE. http://mht.maryland.gov/documents/PDF/projectreview/Compliance_Forms_Projectreview.pdf
- f) Grant recipients shall comply with State roofing policy on all roof projects. The policy is available at: <http://www.dgs.maryland.gov/Documents/ofp/2015RoofingPolicy.pdf>
- g) Grant recipients shall not contract with any individuals or firms suspended or debarred from work in Maryland. A list of suspended or debarred individuals or firms is available at: www.bpw.maryland.gov/pages/debarments.aspx.
- h) Grant recipients are encouraged to comply with COMAR 23.03.03 – *Board of Public Works, Public School Construction, Construction Procurement Methods*, including competitive bidding processes. See instructions in Section 5 of these procedures to obtain copy of regulations.
- i) Grant recipients are encouraged to solicit and hire Maryland resident businesses.
- j) Grant recipients are encouraged to use the Maryland Correctional Enterprises for furniture and equipment needs. A complete catalog of products and services is available at: www.mce.md.gov/Portals/0/pdf_2015/MCE%20FY17%20Catalog.pdf?ver=2016-06-29-070640-237.
- k) Grant recipients are encouraged to use energy conservation and green building technologies.
- l) Grant recipients are encouraged to solicit and hire minority-owned businesses certified by the Maryland Department of Transportation (MDOT.)
- m) Grant recipients are required to contact the MSDE representative should the scope of the work for the project change from the original approval, prior to signing the contract.

7. Application Process

All nonpublic schools interested in participating in the program shall submit an online application. The application is a two-step process. First, the school submits information to determine if the school is eligible to participate. Second, the eligible schools submit information about the specific project(s) for review and approval. Applications must be received by the close of business Friday, December 14, 2018.

In order to complete the first step, the school must have identified a contact person, the total tuition revenue for school year 2016-17, and the total enrollment as of September 30, 2016. The school also must have completed the **Building Age Worksheet** and reviewed the **Grant Assurances** document.

In order to complete the second step, the school must identify a second contact person and submit a brief narrative description of the proposed work, an estimated total project cost, and a proposed schedule for the work. The school must identify the number of students eligible for federal free and reduced price meal programs (FARMS.) The school must upload the completed **Building Age Worksheet** and the signed **Grant Assurances** document.

The school must indicate whether any school funds have already been allocated for the project. The amount of State funding requested will be the difference between the **Total Estimated Cost** of the project and the funds already available. If the school does not have any funds available and is requesting the maximum State allocation, enter \$0 as the **Estimated Private/Nonpublic Funds Available**.

Applications are available at: <https://agingschools.msde.maryland.gov/>

8. Application Review and Approval Process

- a) The application software determines the eligibility of the school based on tuition, age of building, and school grades offered – Step 1, and notifies the school of the result automatically.
- b) Eligible schools are then able to submit complete project applications – Step 2.
- c) MSDE will review the project applications to confirm:
 - a. the **Building Age Worksheet** has been completed correctly and the correct age has been entered;
 - b. the **Grant Assurances** document has been signed;
 - c. the proposed project is eligible; and
 - d. the project description, estimated costs, and schedule are reasonable.
- d) MSDE shall approve, return with questions, or deny the project application.
- e) The software will categorize the schools with approved projects by the number of funding criteria met. The funding criteria are described in Section 15 of these procedures.
- f) Following completion of the application period, MSDE shall review the number of schools with approved projects in each funding category and calculate the maximum grant allocations.
- g) MSDE shall submit the funding recommendations to the Interagency Commission on School Construction (IAC) for approval.
- h) Following review and approval by the IAC, MSDE staff will notify each school of its individual allocation. The earliest date final grant allocations will be announced is March 15, 2019.

9. Project Design and Approval Process

- a) No project design review or approval by MSDE or IAC shall be required, except as described below.
- b) MSDE and IAC reserve the right to review technical designs, specifications, and procurement documents if either agency determines it to be necessary. Schools will be notified as soon as such determination is made.

10. Project Bidding and Construction Process

No submissions to MSDE or IAC are required. Please refer to Section 6 (h – l) of these procedures for recommendations on the bidding and procurement processes.

11. Reimbursement Process

- a) The IAC shall make one (1) payment only to the school.
- b) Upon completion of the project and no later than March 31, 2021, the grant recipient shall submit to MSDE a single, signed Request for Reimbursement to Nonpublic Schools (*IAC Form 306.2 Revised for Nonpublic Schools*) with attachments for all work done under the grant.
- c) MSDE will review the reimbursement request for consistency with the approved project description and grant allocation and for the required attachments.
- d) If the request is consistent and complete, MSDE will forward the request to IAC Fiscal Services for final review and payment.
- e) If the request is inconsistent or incomplete, MSDE will notify the grant recipient to revise or complete the submission and resubmit.
- f) IAC staff will review the request for accuracy, inclusion of required documents, consistency among the documents, required signatures, and dates.
- g) If the request is approved, IAC will submit the request to the office of the Comptroller of Maryland for payment. The Comptroller's office will mail a check to the school.
- h) If the request is not approved, IAC shall notify school of the reasons and work with the school to resolve issues, if possible.

12. Appeals Process

Nonpublic schools may appeal the decision of MSDE and/or IAC staff to the Interagency Commission on School Construction (IAC). To appeal a decision by MSDE and/or IAC staff, submit a letter by email to pscp.msde@maryland.gov or by U. S. Mail to the address identified below explaining the circumstances and any mitigating conditions to the address below. The Executive Director will present the matter to the Designees and notify the school of the outcome.

Mr. Robert Gorrell, Executive Director
Interagency Commission on School Construction
200 West Baltimore Street
Baltimore, Maryland 21201-2595

Appeals to the IAC will be considered only at regular meetings of the Commission. IAC meetings are open to the public.

13. Audit Requirements

The grant award is subject to audit by the IAC staff. Grant recipients shall maintain records for five years after reimbursement and make all records related to the program available for review and audit by the Interagency Commission on School Construction upon request.

14. Schedule

June 1, 2018	FY19 Nonpublic Aging School Program (NASP) funds are available in IAC budget
Mid – Sept. 2018	MSDE School Facilities Branch releases procedures and opens application website - Nonpublic schools may submit online applications
December 14, 2018	Last day for nonpublic schools to submit applications for FY19 NASP
Sept 2018 – Jan 2019	MSDE School Facilities Branch reviews applications, classifies requests, and prorates grant awards
March 2019	IAC reviews and approves grant allocations
March 15, 2019	Earliest date grant allocation amounts announced
June 1, 2018 – June 30, 2020	Nonpublic school plans project and procures contract. (Schools that proceed to contract prior to grant approval do so at their own risk.)
June 30, 2020	Last day for school to sign contract for project work
March 31, 2021	Last day for school to submit Request for Reimbursement Form to MSDE (All construction must be complete and all contractors fully paid)

15. Budget Language

Chapter 9 - 2018 LAWS OF MARYLAND

DE02.02 PUBLIC SCHOOL CONSTRUCTION (Statewide)

DE02.02(C)

(C) Senator James E. DeGrange Nonpublic Aging Schools Program. Provide funds to be distributed as grants to nonpublic schools in Maryland for expenditures eligible under the Aging Schools Program established in §5-206 of the Education Article, including school security improvements. Provided that grants may only be provided to nonpublic schools eligible to receive Aid to Non-Public Schools R00A03.04 (for the purchase of textbooks or computer hardware and software for loan to students in eligible nonpublic schools), excluding preschools in fiscal 2018, with a maximum amount of \$100,000 and a minimum amount of \$5,000 per eligible school.

Further provided that:

(a) an eligible school may apply and qualify for a grant as specified below based on the following criteria:

(1) at least 20% of the school's students are eligible for free or reduced price meal program;

(2) tuition charged to students is less than the statewide average per pupil expenditure for public schools as calculated by the Maryland State Department of Education; and

(3) the school has a facility with an average age of 50 years or more; and

(b) if a school meets:

(1) all three of the criteria specified above, the school may receive up to \$100,000;

(2) two of the three criteria specified above, the school may receive up to \$75,000; and

(3) one of the three criteria specified above, then the school may receive up to \$25,000.

Further provided that if more eligible schools apply and qualify for grants than the total authorization, the Maryland State Department of Education shall prorate the grants based on the total authorization amount. Further provided that the funds shall be administered by the Maryland State Department of Education and the Interagency Commission on School Construction.....\$3,500,000

16. Forms Required

The **Building Age Worksheet** and the **Grant Assurances** forms are available for download in the application website <https://agingschools.msde.maryland.gov/> and at the IAC website, www.pscp.state.md.us/programs/NonPubASP/nonpubaspindex.cfm.

- A. Building Age Worksheet - Complete this worksheet prior to submitting the application. It must be saved as a .pdf file and uploaded to the application at submission. We recommend the applicant compare this form to the prior year's form to identify any discrepancies. Use the "Calculated Age" of the school as the Building Age in Step 1 of the application.
- B. Grant Assurances – Complete this form prior to submitting the application. It must be uploaded to the application prior to submission. Please note the text of the non-discrimination statement on this form (Item 1.c.) is directly from law and cannot be altered.

The remaining forms are available for download only at the IAC website address above.

- C. Request for Reimbursement to Nonpublic Schools (IAC Form 306.2 Revised for Nonpublic Schools) – Complete this form after the project is complete and all contractors have been paid by the school. The following attachments are required: copies of invoices, copies of canceled checks (front and back) or bank statements, and an IRS Form W-9 - Request for Taxpayer Identification Number and Certification for the school, if not currently registered with the Comptroller of Maryland. (IRS Form W-9 is available from www.IRS.gov.)
- D. Contractor's Certification of Receipt of Payment (IAC Form 306.2a Revised for Nonpublic Schools) (OPTIONAL) – This form requires signature by a notary public. Complete this

form only if copies of canceled checks or bank statements verifying full payment to the contractor are not available. Mail or deliver original notarized form with stamp to MSDE.

17. Contacts

For general information on MSDE Aid to Nonpublic Schools (Textbook and Technology Program) and Nonpublic Aging Schools Programs:

Mr. Jamie Klarman, MSDE Nonpublic Schools Program Coordinator, at 410-767-0141, or by email to james.klarman@maryland.gov.

For questions on Nonpublic Aging Schools project eligibility and application procedures:

Ms. Gloria Mikolajczyk, MSDE School Facilities Architect Supervisor, at 410-767-0101, or by email to gloria.mikolajczyk@maryland.gov .

For questions on Nonpublic Aging Schools funding reimbursement:

Mr. Robert Goetz, PSCP Fiscal Services, Administrative Specialist, at 410-767-0613 or robert.goetz@maryland.gov.

Item VI. The FY 19 Nonpublic Aging School Program Safety Improvements

Motion:

To approve and release the applications for the FY 19 Nonpublic Aging School Program Safety Improvements (FY 19 NPSI), pending additional revisions by IAC staff and legal counsel. The final applications will be available when the IAC approves the application forms and may be released immediately.

Background Information:

The 2018 legislature approved \$ 3.5 million for the FY 19 NPSI program to be distributed to qualifying nonpublic schools. Nonpublic schools, including preschools, eligible in fiscal year 2019 (FY19) for the Aid to Nonpublic Schools Program for the purchase of textbooks or computer hardware and software for loan to students, commonly known as the “Textbook and Technology Program”, are eligible to apply for the FY19 Interagency Commission on School Construction Program (IAC) Nonpublic Aging Schools Program Safety Improvements (NPSI.)

- a) An eligible school may apply and qualify for a grant as specified below based on the following criteria:
- At least 20% of the school’s students are eligible for free or reduced price meal programs;
 - Tuition charged the students is less than the statewide average per pupil expenditure for public as calculated by the Maryland State Department of Education; and
 - The school has a facility with an average age of 50 years or more and

The qualifications for the NPSI program are:

- Schools will receive a maximum amount of \$65 per eligible nonpublic school student for participating schools including preschools;
- Except where at least 20% of the students are eligible for free and reduced meal programs there shall be a distribution of \$85 per student;
- No individual school will receive less than \$5,000

Staff recommends approval. The draft Procedures Guide is attached.

PROCEDURES
FOR THE
NONPUBLIC AGING SCHOOLS PROGRAM SAFETY IMPROVEMENTS
(FISCAL YEAR 2019)
October 10, 2018

These procedures are available for download at:

<http://www.pscp.state.md.us/programs/NonPubASP/nonpubaspindex.cfm>

Applications for this program must be submitted online at:

<https://agingschools.msde.maryland.gov/>



Maryland State Department of Education
200 West Baltimore Street
Baltimore, Maryland 21201-2595



Interagency Commission on School Construction
200 West Baltimore Street
Baltimore, Maryland 21201-2595

Procedures for the Nonpublic Aging Schools Program Safety Improvements (Fiscal Year 2019)

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Forms

- A. Grant Assurances
- B. Request for Reimbursement to Nonpublic Schools *(IAC FORM 306.2 Revised for Nonpublic Schools)*
- C. Contractor's Certification of Receipt of Payment *(IAC FORM 306.2a Revised for Nonpublic Schools)*

1. Introduction/Overview

The Maryland General Assembly is providing \$3.5 million in fiscal year 2019 (July 1, 2018 – June 30, 2019) in grants for safety improvements to existing nonpublic school buildings.

Nonpublic schools, including preschools, eligible in fiscal year 2019 (FY19) for the Aid to Nonpublic Schools Program for the purchase of textbooks or computer hardware and software for loan to students, commonly known as the “Textbook and Technology Program”, are eligible to apply for the FY19 Interagency Commission on School Construction Program (IAC) Nonpublic Aging Schools Program Safety Improvements (NPSI.)

Payment for work completed under this program will be through reimbursement to the grant recipient – the school. No matching funds are required, but the school shall be responsible for all project costs exceeding the amount of the grant. The maximum grant amount is \$65 per student, except where at least 20% of the students are eligible for free or reduced price meal program, the maximum grant amount is \$85 per student. The minimum grant amount is \$5,000 per eligible school.

Individual grant allocations will be based on the number of schools meeting certain criteria. Preliminary allocations will be established after all applications have been received and reviewed in early 2018. If more eligible schools apply and qualify for grants than the total authorization, the Maryland State Department of Education (MSDE) shall prorate the grants

Schools will have until December 14, 2018 to apply for a grant. Grant recipients will have until June 30, 2020 to contract for approved project work. Schools must complete and pay for the work in full prior to requesting State reimbursement.

Submissions at a Glance

Fiscal Year	Procedures and Applications Released	Last day for Submission of Application	MSDE Notifies Schools	Contracts must be signed on or after...	Construction Must be Under Contract by	Request for Reimbursement due by
FY 2019	Mid- September	12/14/2018	2/4/2019	6/1/2018	6/30/2020	3/31/2021

2. Eligible Schools

- a) Nonpublic schools, except preschools, eligible to receive aid from the Textbook and Technology Program in FY19 (school year 2018-2019) are eligible for this program. To determine eligibility, take the second prior year tuition revenues (school year 2016-2017) and divide by the second prior year enrollment (September 30, 2016). If the resulting number is less than or equal to \$15,581, then the school qualifies to apply for this program. The \$15,581 figure represents the State average expenditure per pupil for fiscal year 2017, based on MSDE's submission for the National Public Education Financial Survey (NPEFS) federal reporting requirement.
- b) School buildings to be improved must have a minimum calculated age of 16 years at the time of the application to be considered an “aging school.” The school buildings must have been constructed and occupied prior to January 1, 2003 to meet the age requirement.

- c) The school must offer preschool, kindergarten and/or higher grades. For the purposes of this program, “preschools” means schools that generally enroll students ages 4 and below and do not provide formal kindergarten programs.

3. Eligible Safety Improvements School Projects

- a) The proposed project(s) is a capital improvement that when completed will improve the safety of students and staff.
- b) Projects must have an estimated life expectancy of at least 15 years with normal maintenance.
- c) Individual projects do not have a minimum cost. Several separate, eligible projects may be requested in the same building.
- d) Projects in buildings leased by nonpublic schools are eligible providing the building owner signs an agreement assuring repayment to the State of the grant should the school cease occupancy of the building within the 15-year bond period.

4. Sample List of Projects Eligible for Reimbursement

- Doors and/or windows replacement, including security hardware and devices
- Window locking hardware
- Renovation projects, including constructing security vestibule entries
- Camera surveillance systems
- Interior renovations to improve visual control and/or control of access
- Site improvements to improve visual control and/or control of access
- Telecommunication (data, voice, and video) distribution systems (hard-wired), including safety and security systems (Technology components must have a 15-year life expectancy. First installation of equipment is eligible – replacement of old equipment is not.)

This list is not complete. Contact MSDE staff to confirm the eligibility of other projects.

5. Ineligible Projects and Expenditures

The following projects and expenditures are not eligible for this program:

- a) Projects in spaces used primarily for religious instruction, programs, and worship
- b) Projects in buildings used primarily for administration, maintenance, storage, or other non-instructional, ancillary services
- c) Projects for improvements to, or the movement of, temporary or portable classroom buildings
- d) Expenditures to supplement an approved State allocation for a project
- e) Expenditures to directly or indirectly contribute to the required matching funds of a State legislative initiative grant in the annual capital bond bill

- f) Design, construction management, project management, testing, or inspection fees
- g) Salaries or wages paid to nonpublic school employees for project work
- h) Maintenance, such as painting rooms, repairing equipment, adjusting door closers, and patching roofs
- i) Non-capital furnishings and equipment (less than 15 year expected life)
- j) Instructional supplies and materials
- k) Maryland State sales taxes

For more detailed information on project eligibility and ineligibility see Code of Maryland Regulations (COMAR) *Board of Public Works, Public School Construction, Administration of the Public School Construction Program, Eligible Expenditures, and Ineligible Expenditures*. Go to www.dsd.state.md.us, COMAR Online. Select "Search Option 1" and enter codification numbers "23.03.02.11" and "23.03.02.12."

6. Requirements for All Projects

- a) Grant recipients are encouraged to submit an application and obtain MSDE project approvals to assure eligibility before awarding a contract for the work.
- b) Contracts shall have been signed on or after June 1, 2018.
- c) All work shall be under contract by June 30, 2020, two years after the funds first become available.
- d) All work shall be completed and the request for reimbursement shall be submitted to MSDE/IAC by March 31, 2021. Notify MSDE in advance to request an extension on this date if necessary.
- e) Grant recipients shall consult with the Maryland Historical Trust (MHT) and determine the project will have no adverse effects on historic properties or shall identify measures to be taken to avoid and reduce such effects. A one page "Project Review Form" is available at the web site below. Grant recipients are not required to submit a copy of the review form to MSDE. http://mht.maryland.gov/documents/PDF/projectreview/Compliance_Forms_Projectreview.pdf
- f) Grant recipients shall not contract with any individuals or firms suspended or debarred from work in Maryland. A list of suspended or debarred individuals or firms is available at: www.bpw.maryland.gov/pages/debarments.aspx.
- g) Grant recipients are encouraged to comply with COMAR 23.03.03 – *Board of Public Works, Public School Construction, Construction Procurement Methods*, including competitive bidding processes. See instructions in Section 5 of these procedures to obtain copy of regulations.
- h) Grant recipients are encouraged to solicit and hire Maryland resident businesses.

- i) Grant recipients are encouraged to use the Maryland Correctional Enterprises for furniture and equipment needs. A complete catalog of products and services is available at: www.mce.md.gov/Portals/0/pdf_2015/MCE%20FY17%20Catalog.pdf?ver=2016-06-29-070640-237.
- j) Grant recipients are encouraged to solicit and hire minority-owned businesses certified by the Maryland Department of Transportation (MDOT.)
- k) Grant recipients are required to contact the MSDE representative should the scope of the work for the project change from the original approval, prior to signing the contract.

7. Application Process

All nonpublic schools interested in participating in the program shall submit an online application. The application is a two-step process. First, the school submits information to determine if the school is eligible to participate. Second, the eligible schools submit information about the specific project(s) for review and approval. Applications must be received by the close of business Friday, December 14, 2018.

In order to complete the first step, the school must have identified a contact person, the total tuition revenue for school year 2016-17, and the total enrollment as of September 30, 2016. The school also must have completed and reviewed the **Grant Assurances** document.

In order to complete the second step, the school must identify a second contact person and submit a brief narrative description of the proposed work, an estimated total project cost, and a proposed schedule for the work. The school must identify the number of students eligible for federal free and reduced price meal programs (FARMS.) The school must upload the completed and signed **Grant Assurances** document.

The school must indicate whether any school funds have already been allocated for the project. The amount of State funding requested will be the difference between the **Total Estimated Cost** of the project and the funds already available. If the school does not have any funds available and is requesting the maximum State allocation, enter \$0 as the **Estimated Private/Nonpublic Funds Available**.

Applications are available at: <https://agingschools.msde.maryland.gov/>

8. Application Review and Approval Process

- a) The application software determines the eligibility of the school based on tuition, age of building, and school grades offered – Step 1, and notifies the school of the result automatically.
- b) Eligible schools are then able to submit complete project applications – Step 2.
- c) MSDE will review the project applications to confirm:
 - a. the **Grant Assurances** document has been signed;

- b. the proposed project is eligible; and
 - c. the project description, estimated costs, and schedule are reasonable.
- d) MSDE shall approve, return with questions, or deny the project application.
 - e) The software will categorize the schools with approved projects by the number of funding criteria met. The funding criteria are described in Section 15 of these procedures.
 - f) Following completion of the application period, MSDE shall review the number of schools with approved projects in each funding category and calculate the maximum grant allocations.
 - g) MSDE shall submit the funding recommendations to the Interagency Commission on School Construction (IAC) for approval.
 - h) Following review and approval by the IAC staff, MSDE staff will notify each school of its individual allocation. The earliest date final grant allocations will be announced is March 15, 2019.

9. Project Design and Approval Process

- a) No project design review or approval by MSDE or IAC shall be required, except as described below.
- b) MSDE and IAC reserve the right to review technical designs, specifications, and procurement documents if either agency determines it to be necessary. Schools will be notified as soon as such determination is made.

10. Project Bidding and Construction Process

No submissions to MSDE or IAC are required. Please refer to Section 6 (h – l) of these procedures for recommendations on the bidding and procurement processes.

11. Reimbursement Process

- a) The IAC shall make one (1) payment only to the school.
- b) Upon completion of the project and no later than March 31, 2021, the grant recipient shall submit to MSDE a single, signed Request for Reimbursement to Nonpublic Schools (*IAC Form 306.2 Revised for Nonpublic Schools*) with attachments for all work done under the grant.
- c) MSDE will review the reimbursement request for consistency with the approved project description and grant allocation and for the required attachments.
- d) If the request is consistent and complete, MSDE will forward the request to IAC Fiscal Services for final review and payment.
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March 2019	BPW reviews and approves grant allocations
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15. Budget Language

Chapter 9 - 2018 LAWS OF MARYLAND

DE02.02 PUBLIC SCHOOL CONSTRUCTION (Statewide)

DE02.02(C) Nonpublic Schools Program Safety Improvements. Provide funds to be distributed as grants to nonpublic schools in Maryland for school safety improvements. Provided that grants may be provided only to nonpublic schools currently eligible to receive Aid to Non-Public Schools R00A03.04 (for the purchase of textbooks or computer hardware and software for loans to students in eligible nonpublic schools), with a maximum amount of \$65 per eligible nonpublic school student for participating schools, except that at schools where at least 20% of the students are eligible for free or reduced price meal program there shall be a distribution of \$85 per student and no individual school may receive less than \$5,000. Further provided that the funds shall be administered by the IAC.....\$3,500,000

Further provided that if more eligible schools apply and qualify for grants than the total authorization, the Maryland State Department of Education shall prorate the grants based on the total authorization amount. Further provided that the funds shall be administered by the Maryland State Department of Education and the Interagency Commission on School Construction.....\$3,500,000

16. Forms Required

The **Grant Assurances** form is available for download in the application website <https://agingschools.msde.maryland.gov/> and at the PSCP website, www.pscp.state.md.us/programs/NonPubASP/nonpubaspindex.cfm.

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registered with the Comptroller of Maryland. (IRS Form W-9 is available from www.IRS.gov.)

- C. Contractor's Certification of Receipt of Payment (IAC Form 306.2a Revised for Nonpublic Schools) (OPTIONAL) – This form requires signature by a notary public. Complete this form only if copies of canceled checks or bank statements verifying full payment to the contractor are not available. Mail or deliver original notarized form with stamp to MSDE.

17. Contacts

For general information on MSDE Aid to Nonpublic Schools (Textbook and Technology Program) and Nonpublic Aging Schools Programs:

Mr. Jamie Klarman, MSDE Nonpublic Schools Program Coordinator, at 410-767-0141, or by email to james.klarman@maryland.gov.

For questions on Nonpublic Aging Schools Program or Nonpublic Schools Safety Improvement project eligibility and application procedures:

Ms. Gloria Mikolajczyk, MSDE School Facilities Architect Supervisor, at 410-767-0101, or by email to gloria.mikolajczyk@maryland.gov.

For questions on Nonpublic Schools Safety Improvements funding reimbursement:

Mr. Robert Goetz, IAC Fiscal Services, Administrative Specialist, at 410-767-0613 or robert.goetz@maryland.gov.

Item VII. Approval of Property Transfer – Frederick County – Lot 25

Motion:

To approve the transfer of 2.65 acres of vacant land, known as Lot 25, located adjacent to the Frederick County Public Schools warehouse on Thomas Johnson Drive to Frederick County Government for the purpose of constructing a fire station.

Background Information and Building Data:

Size:	7.091 acres
Acres involved in transaction:	2.65 acres
Original Construction Date:	N/A
State Rated Capacity:	N/A
Approval History:	N/A
State Investment	\$0
Outstanding State Bond Debt	\$0
Debt Service Payment	\$0
Schedule	N/A

The Frederick County Division of Fire and Rescue Services (DFRS) has long considered the Frederick County Board of Education (BOE) property on Thomas Johnson Drive north of Hayward Road as a high priority site for a new fire station. Rapid growth in the area is generating increased call volume for fire and rescue services and the existing fire station that serves the area is located in downtown Frederick.

The 2.65-acre parcel has not been used for educational purposes and has never been intended for that purpose. The Board of Education had been exploring use of the property as a parking lot.

Upon request by the County Executive’s office, the Frederick County Division of Public Works reviewed the site and verified that it would be appropriate in size for a fire station. The Frederick County Executive then made a formal request to the Board of Education to transfer the property to the County Government for this purpose.

The Board of Education declared the property surplus on January 24, 2018 and approved the transfer to Frederick County.

Item VIII. Approval of Annual Maintenance of Maryland's Public School Buildings Report

Motion:

To approve the final draft of the FY 2018 Report, *Maintenance of Maryland's Public School Buildings*, Dated October 9, 2018.

Background Information:

Education Article §5-310 of the Annotated Code of Maryland requires that the IAC report, on or before October 1 of each year, on the results of the maintenance inspections conducted by IAC staff for the prior fiscal year. The report will be submitted to the Department of Budget and Management (DBM) and the Governor's Legislative Office (GLO) for review as is customary.

Upon approval by the IAC and acceptance by DBM and GLO, the report will be submitted to the Governor and General Assembly. They have been informed that there is delay of submission to allow for approval by the IAC.

The draft report was unavailable at the time of publication, but will be distributed to IAC members and posted to the IAC website in advance of the IAC meeting.

Maintenance of Maryland's Public School Buildings

STATE OF MARYLAND
INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION

FY 2018 Annual Report

October 9, 2018

Interagency Commission on School Construction
200 West Baltimore Street
Baltimore, Maryland 21201-2595
410-767-0617
<http://iac.maryland.gov>
pscp.msde@maryland.gov

Handout

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INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION

Karen Salmon, Chair, State Superintendent of Schools

Denise Avara, Appointee of the Governor, Member of the Public

Ellington Churchill, Secretary, Maryland Department of General Services

Brian Gibbons, Appointee of the Speaker of the House, Member of the Public

Barbara Hoffman, Appointee of the President of the Senate, Member of the Public

Gloria Lawlah, Appointee of the President of the Senate, Member of the Public

Dick Lombardo, Appointee of the Governor, Member of the Public

Robert S. McCord, Secretary, Maryland Department of Planning

Todd Schuler, Appointee of the Speaker of the House, Member of the Public

Robert Gorrell, Executive Director

Joan Schaefer, Deputy Director

The following individuals within the Staff of the Interagency Commission on School Construction have made dedicated contributions of time and effort to the Maintenance Assessment Program and the development of this annual report:

Jennifer Bailey, Maintenance Assessor (Maintenance Group)

Michael Bitz, Maintenance Assessor (Maintenance Group)

Trina Narivanchik, Administrative Officer (Maintenance Group)

Robert Goetz, Administrative Specialist (Finance Group)

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I. PRE K-12 PUBLIC SCHOOL MAINTENANCE IN MARYLAND

A. FY 2018 PROGRAM

The Interagency Commission on School construction (IAC) is reporting on 199 maintenance effectiveness assessments performed in FY 2018 representing 14.5% of Maryland's PreK-12 public schools. Until FY 2017, two IAC assessors visited each school facility in the State on an approximate 6-7 year cycle providing assessments of a uniform percentage of each LEA's total schools. This delivered comparable year-to-year and LEA-to-LEA performance metrics. Beginning in FY 2017, to provide more effective feedback to Maryland school systems, the IAC directed staff to alter the schedule in support of differential accountability so that poorer performing LEAs receive a higher percentage of assessments than higher performing LEAs.

Table A represents the average maintenance effectiveness ratings of each LEA. Eleven school systems have been identified that consistently achieve a high percentage of *Good* or *Superior* ratings. The six-year summary, FY13 - FY18, is the latest year results added to the five-year summary calculations, FY13 - FY17, in the FY 2017 Annual Report. A six-year summary aligns with information included in the annual Managing for Results (MFR) submission. Nine LEAs in this group have been identified to have received lower scores, and therefore a higher percentage of their school facilities will receive assessments annually until they receive more Good and Superior ratings. These poorer performing LEAs include three of the five largest and the two smallest school systems in Maryland.

TABLE A: LEA MAINTENANCE EFFECTIVENESS REPORT

TOTALS	1381	199		1111			1338		
Allegany	22	4	36	16	88%	0%	20	75%	0%
Anne Arundel	120	21	29	100	66%	1%	123	66%	0%
Baltimore City	159	38	41	104	30%	19%	207	16%	16%
Baltimore Co	163	32	33	122	81%	0%	160	85%	0%
Calvert	26	1	26	20	95%	0%	19	100%	0%
Caroline	10	1	27	9	100%	0%	9	100%	0%
Carroll	40	1	25	34	94%	0%	31	94%	0%
Cecil	29	1	27	26	96%	0%	21	95%	0%
Charles	38	2	29	30	87%	0%	28	89%	0%
Dorchester	14	1	32	12	75%	0%	12	67%	0%
Frederick	66	1	30	53	96%	0%	45	100%	0%
Garrett	13	1	29	13	100%	0%	11	91%	0%
Harford	53	5	29	39	67%	0%	55	78%	0%
Howard	75	1	16	61	97%	0%	64	97%	0%
Kent	5	1	40	5	100%	0%	6	67%	0%
Montgomery	209	39	24	173	66%	1%	207	65%	1%
Prince George's	194	40	37	172	49%	3%	204	42%	2%
Queen Anne's	14	1	18	13	77%	0%	12	100%	0%
St. Mary's	10	3	24	20	75%	0%	26	85%	0%
Somerset	27	1	28	9	78%	0%	9	56%	0%
Talbot	9	1	16	8	100%	0%	8	88%	0%
Washington	47	1	31	39	97%	0%	32	97%	0%
Wicomico	24	1	29	21	86%	0%	19	95%	0%
Worcester	14	1	29	12	83%	0%	10	50%	0%

INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION
 LEA MAINTENANCE EFFECTIVENESS REPORT
 Avg FY 10-14 and FY 13-18 (Current Year + Last five Years)
 Updated 10/1/18

SUPERIOR	Superior plus Good = 96% or more
GOOD	Superior plus Good = 86% to 95%
ADEQUATE	Superior plus Good = 76% to 85%
NOT ADEQUATE	Superior plus Good = 66% to 75%
POOR	Superior plus Good = less th. 66%

B. BACKGROUND

In June of 1971, the Board of Public Works (BPW) established the Interagency Committee on School Construction (IAC) and its staff. The BPW emphasized maintenance as being important to facilities ownership.

In 1973, the BPW directed the IAC to conduct a one-time comprehensive maintenance review of all operating public schools. The results revealed that about 21% of the State's 1,259 then-operative schools were in poor or fair condition. To improve upon those findings, comprehensive maintenance guidelines were developed by the IAC and approved by the BPW in 1974.

In 1980, the BPW directed the IAC to conduct a full maintenance survey of selected public schools that had received state funding assistance. The survey was performed by the Department of General Services (DGS). Its initial purpose was to assess the quality of local maintenance programs in 100 school facilities that had benefited from State school construction funding. Subsequently, annual surveys of approximately 100 schools representing a range of approximately 7-16% of each LEA's schools were authorized.

In 1981, a section covering maintenance was included in the Public School Construction Program Administrative Procedures Guide, and in 1994 a requirement was added that a Comprehensive Maintenance Plan (CMP) be submitted by each Local Education Agency (LEA) no later than October 15 of each year. A well-conceived CMP:

- provides an overview of the policies of the local board and a compendium of good maintenance practices;
- uses comparable metrics to determine if maintenance is being performed as required;
- addresses the planning, funding, reporting, and compliance monitoring of school maintenance; and
- lists the highest priority capital and repair projects, with the anticipated funding source for each project.

It is important that the local board's Educational Facilities Master Plan (EFMP), CMP, and annual Capital Improvement Program (CIP) are coordinated to ensure that maintenance-related capital projects are properly sequenced in relation to other facility needs that support the board's educational objectives, specifically, projects for enrollment capacity and projects that address educational program requirements.

In July 2005, the Capital Debt Affordability Committee (CDAC), consisting of the State Treasurer, the Comptroller, the Secretary of the Department of Budget and Management, the Secretary of Transportation, and a public member, requested that the IAC develop recommendations to ensure that Maryland's large investment in school facilities will be well protected through good maintenance practices. As a result, the IAC:

- Transferred the school maintenance survey function from DGS to the IAC beginning in FY 2007 and hired two full-time maintenance inspectors with experience in the fields of building maintenance, operations, and construction to conduct approximately 220 to

230 school surveys in the 24 school systems per year, as well as re-inspections of schools surveyed in a prior fiscal year that received ratings of *Not Adequate* or *Poor*.¹

- Included maintenance inspection information as a component of the IAC Facilities Inventory database. This allows for longitudinal comparison of survey scores providing some value for analysis of statewide maintenance practices but it is not a computerized maintenance management system (CMMS) that would allow robust maintenance management and reporting.
- Issued, in response to a requirement of the General Assembly, “Guidelines for Maintenance of Public School Facilities in Maryland” in May 2008. The Guidelines are available on the IAC website at:
<http://www.pscp.state.md.us/Reports/Maintenance%20Guidelines%20DOC%20Final%207-15-08~3.pdf>.
- Continued to strengthen the alignment between the maintenance inspection program and the annual Public School Construction CIP:
 - Beginning with the FY 2010 CIP, LEAs were required to include the three most recent roof inspection reports as a threshold condition for approval of roof replacement projects.
 - LEAs have been encouraged to broaden the scope of certain systemic renovation projects in order to address multiple deficiencies for “biggest-bang-for-the-buck,” and to extend the expected life of a facility.
 - The staff of the IAC has discussed maintenance budgets, staffing, and maintenance capital planning with LEAs in the annual October meetings regarding the CIP.
 - Members of the IAC have raised the subject of maintenance during the annual meeting in December at which local superintendents and their staff appeal staff recommendations for CIP funding.

Most recently, in April 2018, as a result of findings by the 21st Century School Facilities Commission, which was established by the Presiding Officers in 2016 and released its final report in December 2017, the Maryland State Legislature enacted the 21st Century Facilities Act (HB1783 – 2018 Md. Laws, Chap. 14). The new legislation makes several significant and comprehensive changes to the school construction program, including:

- Reorganizing the Interagency Committee on School Construction (IAC) as the Interagency Commission on School Construction (IAC) as of June 1, 2018,
- Increasing the size of the IAC membership and making the IAC an independent commission,
- Requiring the IAC to conduct an initial statewide assessment of all school facilities by July 1, 2019 with regular updates thereafter, that it be completed based on educational facilities sufficiency standards, and that recommendations be submitted by a workgroup on how to use the assessments in making school funding decisions to the Governor and General Assembly by December 1, 2019,

¹ Inspections are not conducted for facilities on the campus of the Maryland School for the Blind (MSB), which is eligible for State school construction funding.

- Requiring each LEA develop and adopt preventive maintenance schedules for their schools based on industry standards.

Table B on Page 5 shows the ratings for all maintenance effectiveness assessments reported during the 38 fiscal years the surveys have been conducted, as well as the percentage of schools associated with each rating. There were 5,238 school maintenance assessments between FY 1981 and FY 2018, and 2,941 (56%) received the highest rating categories of *Superior* and *Good*, while 259 (5%) received ratings of *Not Adequate* and 36 (<1%) received ratings of *Poor*. The remaining 2,002 (38%) schools received ratings of *Adequate*. Since FY 2008, 56 of the total number of surveys were re-inspections of facilities that had received ratings of *Not Adequate* or *Poor* in a previous year.

C. SUMMARY

Highly effective maintenance is critical to achieving fiscally sustainable school facilities. If maintenance is being performed well, maintenance budgets are adequate to the task, capital investment is sufficient and is applied strategically in critical areas, and LEAs are improving their practices through efficiencies and training, facilities will last longer and with a lower total cost of ownership. It should be noted that budgets for maintenance often compete directly with educational budgets and therefore, planning and building right-sized school facilities that are economical to operate over their whole life is essential to having highly functioning fiscally sustainable schools. There is a growing need for the State to leverage its scale to support the LEAs with facilities management tools such as a cloud-based Computerized Maintenance Management System (CMMS) and facilities condition indexes to provide post occupancy evaluations, performance benchmarks, and direct technical support, and to assist with the sharing of best practices.

Maryland's General Assembly and the Administration have provided \$4.4 billion in capital funding between fiscal years 2006 and 2018 for public school construction. Maryland does not yet have robust and statewide comparable facilities data although this will be resolved with the statewide facility assessments to be completed in 2019 based on Facilities Educational Sufficiency Standards. The standards provide a uniform measure for the assessment of existing public school facilities with regard to capacity, physical attributes, and educational suitability. This should provide valuable insight into the understanding of the physical needs of Maryland school facilities in order to provide physical environments that support the effective delivery of education programs that meet Maryland's education standards and that can be effectively and efficiently maintained. The adopted standards can be found on the IAC website at <http://IAC.Maryland.gov>

Since total cost of ownership of school facilities continues to increase because of the trend of increasing size and expense of facilities, school facility size and total cost of ownership must be dominant in planning decisions, and the management and operation of school facilities must continuously improve in efficiency and effectiveness. Robust data driven facilities management is necessary to manage cost of ownership and sustain our schools.

**TABLE B: MAINTENANCE SURVEY RESULTS FISCAL YEARS 1981-2018
NUMBER OF SCHOOL SURVEYS PERFORMED WITH RATINGS AND PERCENTAGES**

Fiscal Year	Superior/Good	Adequate	Not Adequate	Poor	Total	Resurveys included in total
1981	13	80	7	0	100	
1982	25	67	8	2	102	
1983	56	33	14	3	106	
1984	59	30	16	7	112	
1985	28	55	20	4	107	
1986	36	40	19	6	101	
1987	41	44	17	3	105	
1988	54	39	10	0	103	
1989	44	38	15	3	100	
1990	60	35	7	1	103	
1991	53	52	4	1	110	
1992	39	56	7	3	105	
1993	45	52	4	0	101	
1994	41	57	6	0	104	
1995	51	54	1	0	106	
1996	46	49	3	1	99	
1997	51	47	4	0	102	
1998	53	45	3	0	101	
1999	46	55	2	0	103	
2000	47	38	0	0	85	
2001	49	54	0	0	103	
2002	73	19	7	1	100	
2003	94	30	0	0	124	
2004	29	5	3	0	37	
2005	65	29	5	0	99	
2006	59	40	1	0	100	
2007	161	62	10	0	233 ⁽¹⁾	
2008	151	89	10	0	250	10
2009	69	71	5	0	145 ⁽²⁾	7
2010	130	54	3	0	187 ⁽²⁾	5
2011	162	66	4	1	233	3
2012	184	47	3	0	234	5
2013	162	60	10	0	232	
2014	148	70	8	0	226	5
2015	136	75	10	0	221	1
2016	153	71	3	0	227	7
2017	140	93	0	0	233	13
2018	88	101	10	0	199	
Total Ratings	2941	2002	259	36	5238	
Total Percentages	56.15%	38.22%	4.94%	0.69%	100%	

(1) Increase associated with engagement of two full-time inspectors in the Public School Construction Program.
(2) Temporary reduction in number of inspections due to budgetary constraints.

II. THE SURVEY: FISCAL YEAR 2018

A. PROCEDURES AND METHODS

- The FY 2018 maintenance effectiveness assessments were conducted between September 2017 and June 2018 by the IAC's two full-time maintenance assessors.
- The method of selecting schools to be assessed was modified for FY 2017 and FY 2018 from being uniform sample percentages of each LEA to a differential accountability methodology focusing on the lowest performing schools and LEAs.
- The PSCP notified each LEA of the selected schools two weeks prior to beginning the scheduled surveys. Generally, a facility maintenance representative or a member of the school staff accompanied the assessors to answer questions and assist with access to secured areas.
- Of 203 schools assessed, results for 199 schools were included in the annual report. For fiscal year 2018, assessed schools that were found to have been replaced or fully renovated within the last two years, of which there were four, did not receive a rating due to the difficulty in assessing good maintenance at new schools and to eliminate unduly identifying schools to be singled out for superior maintenance; however, those school reports were provided to the LEA to communicate any deficiencies identified during the assessment.
- During each survey, the assessors examined 35 different categories based on components and systems of the buildings, such as roofing, HVAC, electrical equipment, and parking lots. (See Sample Survey Form, pages 15-17.) Each category was scored based on a combination of various observations and considerations: condition, performance, efficiency, PM record, and life expectancy of the various components and systems. The assessors' comments were recorded on the survey form.
- Each of the 35 categories were evaluated and given a rating that ranged from *Poor* to *Superior*. Each rating was converted to a numerical score and multiplied by a predetermined factor or "weight" that indicates the impact that a failed or deficient component could have on life, safety, or health issues in the facility. Items not present in the facility or that could not be evaluated on the day of the assessment, such as a roof covered by snow, were indicated as *Not Applicable*.

Scoring Levels:

<u>Point Range</u>	<u>Nomenclature</u>
96 – 100	- <i>Superior</i>
86 – 95	- <i>Good</i>
76 – 85	- <i>Adequate</i>
66 – 75	- <i>Not Adequate</i>
0 – 65	- <i>Poor</i>

Weighting Values and Description

3 - A serious and potentially urgent impact on safety and/or health

2 - A serious but not immediate impact on safety and/or health

1 - Less direct impact on safety and health

- Care is taken during the assessment to ensure that the age or demographics of the school do not affect the survey scores. If a school is well maintained and clean and has older equipment and components that are serviceable and not causing harm to other equipment and building components, it should receive a high score.
 - It is important to note that the small sample sets from LEAs may vary considerably from year to year and may not be fully representative of the LEAs overall maintenance effectiveness.
- Since regulations require that semi-annual roofing inspections are to be completed by the LEAs and reports kept on file for the life of the building, LEAs are requested to provide their last three (3) roof inspection reports. Warranties must be maintained in order to prevent unnecessary and costly premature replacement of the roof systems.
- In order to improve their efficiency and accountability all 24 LEAs have, to varying degrees, implemented CMMS tools. School Dude is the most utilized brand although some LEAs use other systems. CMMS tools ease the regular performance of preventative maintenance tasks with automatically generated work orders. When fully implemented, the CMMS can provide valuable and transparent data for improving processes such as work order aging reports and the costs of performing maintenance. The assessors review CMMS generated reports provided by the LEAs at the time of inspection and when writing the maintenance assessment reports.
- A copy of each assessment and a cover letter was sent to the school system's superintendent and facilities maintenance director. Any building system that was rated *Poor* or *Not Adequate* required a follow-up response from the LEA stating either that the problem had been repaired or describing the method of corrective action that was planned in the near future. Similarly, if a category rated *Superior*, *Good*, or *Adequate* showed a specific deficiency, a follow-up response was also required. Responses are typically required from the LEA within 30 days of receipt of the letter and surveys. Any school that scores an overall rating of *Not Adequate* or *Poor* is required to be repaired to an acceptable condition or have its deficiencies reasonably addressed to the State's satisfaction, within a 60-day period, after which time a re-inspection is performed.

B. FY 2018 ASSESSMENT RESULTS

The specific ratings of schools assessed in each school district are shown in Table C “FY 2018 Maintenance Survey Results”.

Of the 199 reported school assessment results in FY 2018:

- 3 schools were rated as *Superior*
- 85 schools were rated as *Good*
- 101 schools were rated as *Adequate*
- 10 schools were rated as *Not Adequate*
- 0 schools were rated as *Poor*

DRAFT

TABLE C: FY 2018 MAINTENANCE SURVEY RESULTS

LEA/School Name	PSC #	School Type	Area (Square Feet)	Rating
Allegany (4)				
Bel Air Elementary	01.003	Elementary	44,789	Good
Braddock Middle	01.035	Middle	98,887	Good
Frost Elementary	01.029	Elementary	36,864	Adequate
Westmar Middle	01.014	Middle	125,649	Adequate
			306,189	
Anne Arundel (21)				
Chesapeake High	02.012	High	322,400	Good
Meade High	02.013	High	351,142	Adequate
Broadneck High	02.032	High	297,740	Adequate
Eastport Elementary	02.035	Elementary	42,430	Good
Corkran Middle	02.051	Middle	151,790	Adequate
Northeast High	02.055	High	320,308	Adequate
Pershing Hill Elementary	02.060	Elementary	87,160	Good
Frank Hebron-Harman Elementary	02.064	Elementary	84,835	Good
Glendale Elementary	02.065	Elementary	75,065	Good
Meade Heights Elementary	02.066	Elementary	74,000	Good
Solley Elementary	02.067	Elementary	83,336	Good
West Meade EEC	02.072	Elementary	45,680	Good
Park Elementary	02.076	Elementary	68,779	Good
South Shore Elementary	02.077	Elementary	52,503	Good
Maryland City Elementary	02.082	Elementary	54,316	Good
Folger McKinsey Elementary	02.086	Elementary	83,175	Good
Hilltop Elementary	02.088	Elementary	82,903	Adequate
Piney Orchard Elementary	02.100	Elementary	76,448	Good
Meade Middle	02.104	Middle	150,000	Adequate
North Glen Elementary	02.118	Elementary	57,087	Good
Lindale Middle	02.127	Middle	191,583	Adequate
			2,752,680	
Baltimore City (38)				
Arlington PK-8 # 234	30.094	PreK-8	82,625	Adequate
Baltimore School for the Arts # 415	30.178	High	149,895	Adequate
Barclay PK-8 # 054	30.260	PreK-8	69,650	Adequate
Bragg Nature Study Center	30.276	Science	22,659	Good
Canton Building # 230	30.166	Middle/High	97,568	Not Adequate
City Springs PK-8 # 008	30.202	PreK-8	80,310	Adequate
Claremont Special Ed. High # 307	30.171	Special Ed.	18,780	Adequate
Diggs-Johnson Building # 162	30.249	PreK-8	68,242	Good
Dr. Bernard E. Harris Sr. Elementary # 250	30.204	Elementary	84,636	Adequate
Dr. Carter Goodwin Woodson PK-8 # 160	30.230	PreK-8	110,732	Not Adequate
Dr. Nathan Pitts/Ashburton PK-8 # 058	30.218	PreK-8	82,493	Adequate
Glenmount PK-8 # 235	30.095	PreK-8	91,514	Adequate
Grove Park PK-8 # 224	30.271	PreK-8	58,589	Good
Gwynns Falls Elementary # 060	30.261	Elementary	67,094	Adequate
Hamilton Building # 041	30.021	Middle/High	137,005	Adequate

TABLE C: FY 2018 MAINTENANCE SURVEY RESULTS

LEA/School Name	PSC #	School Type	Area (Square Feet)	Rating
Baltimore City (cont.)				
Harbor City Building - West #413	30.213	High	64,153	Adequate
Holabird PK-8 # 229	30.240	PreK-8	58,094	Not Adequate
Mary A. Winterling Elementary	30.225	Elementary	86,483	Adequate
Moravia Park Building #105A	30.057	Elementary	89,000	Good
Moravia Park Building #105B	30.232	Elementary	57,887	Adequate
Northwood Elementary # 242	30.229	Elementary	83,816	Adequate
Patapsco PK-8 # 163	30.238	PreK-8	73,620	Not Adequate
Paul Laurence Dunbar High # 414	30.128	High	307,112	Adequate
Rognell Heights PK-8 # 089	30.211	PreK-8	78,988	Adequate
Tench Tilghman PK-8 # 013	30.144	PreK-8	56,875	Adequate
Thomas G. Hayes Building #102	30.275	Middle	88,634	Adequate
West Baltimore Building #080	30.237	Middle/High	244,681	Adequate
Westport PK-8 # 225	30.082	PreK-8	103,206	Not Adequate
Westside Skill Center (CTE) # 400B	30.180	High	219,525	Adequate
William H. Lemmel Building #079	30.040	Middle/High	213,358	Adequate
William S. Baer Special Ed. PK-12 # 301	30.108	Special Ed.	80,929	Adequate
Winston Middle # 209	30.173	Elementary/ Middle/High	100,060	Adequate
Yorkwood Elementary # 219	30.205	Elementary	71,861	Adequate
			3,929,864	
Baltimore County (32)				
Baltimore Highlands Elementary	03.100	Elementary	65,977	Adequate
Bedford Elementary	03.089	Elementary	45,745	Good
Campfield Early Childhood Center	03.136	Elementary	51,640	Adequate
Church Lane Elementary	03.026	Elementary	57,920	Adequate
Colgate Elementary	03.151	Elementary	48,100	Adequate
Deep Creek Middle	03.113	Middle	145,200	Good
Dogwood Elementary	03.171	Elementary	74,891	Adequate
Dulaney High	03.133	High	250,286	Adequate
Dumbarton Middle	03.049	Middle	149,455	Good
Dundalk Middle	03.041	Middle	143,070	Good
Edmondson Heights Elementary	03.101	Elementary	69,390	Adequate
Featherbed Lane Elementary	03.102	Elementary	75,631	Adequate
Franklin Elementary	03.150	Elementary	59,830	Good
Franklin High	03.120	High	211,892	Adequate
Franklin Middle	03.127	Middle	168,308	Good
Hillcrest Elementary	03.024	Elementary	75,850	Adequate
Kenwood High	03.148	High	292,029	Good
Lansdowne High	03.149	High	211,070	Adequate
Loch Raven Technical Academy	03.154	Middle	139,355	Good
New Town Elementary	03.143	Elementary	83,307	Adequate
Pikesville Middle	03.085	Middle	135,170	Good
Pot Spring Elementary	03.023	Elementary	55,440	Good
Randallstown Elementary	03.054	Elementary	53,161	Good
Rosedale Center	03.015	Alternate	55,445	Adequate

TABLE C: FY 2018 MAINTENANCE SURVEY RESULTS

LEA/School Name	PSC #	School Type	Area (Square Feet)	Rating
Baltimore County (cont.)				
Seventh District Elementary	03.086	Elementary	56,908	Good
Shady Spring Elementary	03.031	Elementary	62,620	Good
Timonium Elementary	03.169	Elementary	62,847	Good
Vincent Farm Elementary	03.208	Elementary	90,132	Good
Westchester Elementary	03.130	Elementary	80,690	Adequate
Windsor Mill Middle	03.198	Middle	116,648	Adequate
Woodholme Elementary	03.199	Elementary	82,837	Good
Woodmoor Elementary	03.111	Elementary	73,078	Good
			3,343,922	
Calvert (1)				
Southern Middle	04.009	Middle	106,260	Good
			106,260	
Caroline (1)				
Lockerman Middle	05.005	Middle	108,842	Good
			108,842	
Carroll (1)				
Francis Scott Key High	06.024	High	184,500	Good
			184,500	
Cecil (1)				
Chesapeake City Elementary	07.015	Elementary	41,027	Good
			41,027	
Charles (2)				
Arthur Middleton Elementary	08.011	Elementary	76,249	Good
La Plata High	08.013	High	174,318	Good
			250,567	
Dorchester (1)				
South Dorchester Pre K-8	09.012	PreK-8	35,000	Good
			35,000	
Frederick (1)				
Oakdale Middle	10.063	Middle	109,089	Good
			109,089	
Garrett (1)				
Southern High	11.005	High	177,715	Adequate
			177,715	
Harford (5)				
Center for Educational Opportunity	12.018	Alternate	107,087	Good
Forest Lakes Elementary	12.048	Elementary	68,971	Good
Havre de Grace Middle	12.039	Middle	102,000	Good
Hickory Elementary	12.041	Elementary	77,958	Adequate
North Harford High	12.016	High	245,238	Good
			601,254	

TABLE C: FY 2018 MAINTENANCE SURVEY RESULTS

LEA/School Name	PSC #	School Type	Area (Square Feet)	Rating
Howard (1)				
Howard High	13.012	High	284,241	Adequate
			284,241	
Kent (1)				
Kent County Middle	14.003	Middle	78,785	Good
			78,785	
Montgomery (39)				
Argyle Middle	15.231	Middle	120,205	Adequate
Brooke Grove Elementary	15.164	Elementary	72,582	Good
Cabin John Middle	15.209	Middle	159,514	Good
Cannon Road Elementary	15.179	Elementary	83,377	Superior
Carson (Rachel) Elementary	15.163	Elementary	78,547	Good
Daly (Capt. James E.) Elementary	15.159	Elementary	78,210	Good
Drew (Dr. Charles) Elementary	15.169	Elementary	73,975	Good
Farmland Elementary	15.242	Elementary	89,988	Good
Flower Valley Elementary	15.217	Elementary	61,567	Adequate
Forest Oak Middle	15.191	Middle	132,259	Adequate
Gaithersburg High	15.130	High	427,048	Superior
Galway Elementary	15.213	Elementary	103,170	Good
Gibbs, Jr. (William B.) Elementary School	15.273	Elementary	88,042	Good
Goshen Elementary	15.156	Elementary	76,740	Adequate
Greencastle Elementary	15.155	Elementary	78,275	Good
Harmony Hills Elementary	15.050	Elementary	85,648	Adequate
Kemp Mill Elementary	15.227	Elementary	68,222	Adequate
Kingsview Middle	15.200	Middle	140,398	Good
Little Bennett Elementary	15.270	Elementary	82,511	Good
Marshall (Thurgood) Elementary	15.187	Elementary	77,798	Good
Matsunaga (Spark M.) Elementary	15.254	Elementary	90,718	Adequate
McNair (Ronald) Elementary	15.162	Elementary	78,275	Adequate
Mill Creek Towne Elementary	15.121	Elementary	67,465	Good
Newport Mill Middle	15.063	Middle	108,240	Adequate
North Lake Center	15.236	Alternate	40,378	Adequate
Oakland Terrace Elementary	15.140	Elementary	79,145	Good
Piney Branch Elementary	15.249	Elementary	99,706	Adequate
Poole (John) Middle	15.216	Middle	85,669	Good
Radnor Center	15.237	Alternate	36,663	Adequate
Ride (Dr. Sally K.) Elementary	15.189	Elementary	78,686	Good
Rock View Elementary	15.244	Elementary	91,977	Adequate
Rosa Parks Middle	15.168	Middle	137,469	Good
Roscoe Nix Elementary	15.271	Elementary	88,351	Good
Sequoyah Elementary	15.160	Elementary	72,582	Good
Sligo Creek Elementary	15.264	Elementary	98,799	Adequate
Summit Hall Elementary	15.174	Elementary	68,059	Adequate
Wayside Elementary	15.033	Elementary	93,453	Good

TABLE C: FY 2018 MAINTENANCE SURVEY RESULTS

LEA/School Name	PSC #	School Type	Area (Square Feet)	Rating
Montgomery County (cont.)				
Westover Elementary	15.232	Elementary	54,645	Good
Wootton (Thomas S.) High	15.023	High	295,620	Adequate
			3,943,976	
Prince George's (40)				
Accokeek Academy (Eugene Burroughs)	16.005	PreK-8	126,286	Good
Annapolis Road Academy High	16.163	Alternate	55,577	Not Adequate
Bladensburg Elementary	16.106	Elementary	62,050	Adequate
Bond Mill Elementary	16.233	Elementary	58,325	Good
Calverton Elementary	16.182	Elementary	58,322	Adequate
Capitol Heights Elementary	16.056	Elementary	44,764	Adequate
Cesar Chavez Elementary	16.167	Elementary	30,066	Adequate
Charles Herbert Flowers High	16.174	High	332,500	Good
Cool Spring Elementary	16.134	Elementary	139,211	Adequate
Cora L. Rice Elementary	16.054	Elementary	83,482	Adequate
Crossland High	16.033	High	335,141	Adequate
Dodge Park Elementary	16.117	Elementary	50,499	Adequate
Drew-Freeman Middle	16.159	Middle	142,413	Adequate
Ernest Everett Just Middle	16.219	Middle	138,901	Adequate
Fairmont Heights High	16.096	High	174,128	Not Adequate
Francis Scott Key Elementary	16.160	Elementary	86,814	Adequate
Glenn Dale Elementary	16.202	Elementary	44,644	Not Adequate
Greenbelt Elementary	16.108	Elementary	67,500	Adequate
Greenbelt Middle	16.256	Middle	135,000	Good
Highland Park Elementary	16.192	Elementary	61,555	Not Adequate
Judith P. Hoyer Montessori	16.022	PreK-8	46,152	Adequate
Kenmoor Middle	16.212	Middle	128,381	Adequate
Kingsford Elementary	16.133	Elementary	86,814	Adequate
Lake Arbor Elementary	16.234	Elementary	76,842	Adequate
Magnolia Elementary	16.135	Elementary	54,506	Adequate
Margaret Brent Regional School	16.100	Special Ed.	48,236	Adequate
Northview Elementary	16.250	Elementary	77,646	Adequate
Overlook Elementary	16.129	Elementary	47,649	Good
Perrywood Elementary	16.207	Elementary	76,137	Adequate
Rockledge Elementary	16.148	Elementary	56,252	Adequate
Rosa L. Parks Elementary	16.253	Elementary	81,705	Adequate
Rosaryville Elementary	16.227	Elementary	76,200	Adequate
Samuel P. Massie Academy	16.191	PreK-8	97,243	Good
Scotchtown Hills Elementary	16.127	Elementary	79,757	Adequate
Seat Pleasant Elementary	16.252	Elementary	42,888	Adequate
Suitland Elementary	16.232	Elementary	76,333	Good
Suitland High Annex	16.258	High	70,993	Adequate
Whitehall Elementary	16.249	Elementary	38,583	Adequate
William W. Hall Academy	16.226	PreK-8	100,000	Good

TABLE C: FY 2018 MAINTENANCE SURVEY RESULTS

LEA/School Name	PSC #	School Type	Area (Square Feet)	Rating
Prince George's County (cont.) Woodridge Elementary	16.052	Elementary	31,687	Adequate
			3,621,182	
Queen Anne's (1) Kennard Elementary	17.012	Elementary	64,010	Good
			64,010	
St. Mary's (3) Evergreen Elementary School George Washington Carver Elementary Margaret Brent Middle	18.031	Elementary	74,227	Good
	18.032	Elementary	61,385	Good
	18.009	Middle	131,354	Good
				266,966
Somerset (1) Somerset Intermediate School	19.016	Middle	77,652	Good
			77,652	
Talbot (1) Easton Middle	20.004	Middle	106,985	Adequate
			106,985	
Washington (1) Clear Spring Middle	21.007	Middle	66,122	Superior
			66,122	
Wicomico (1) Mardela Middle/High	22.018	Middle/High	87,633	Good
			87,633	
Worcester (1) Berlin Intermediate	23.012	Elementary/Middle	101,000	Adequate
			101,000	

Total Number of Schools Assessed: 199

Total Square Feet Assessed: 20,647,61

Public School Construction Program School Inspection Report

LEA Name:
School Name:

Inspection Date:
Inspector:
LEA Representative:

PSC Number:

Year Constructed:

Total Adjusted Square Footage:

Site/Item (Weight)	Superior	Good	Adequate	Not Adequate	Poor	Not Applicable
1. Driveways & Parking Lots (1)						
2. Site & Site Structures (1)						
3. Site Utilities (2)						
4. Exterior Building Appearance (1)						
5. Playgrounds, Athletic Flds & Equip (1)						
6. Exterior Structural Condition (3)						
7. Gutters and Downspouts (2)						
8. Windows (2)						
9. Walkways (1)						
10. Entryways & Exterior Doors (3)						
11. Roof Conditions (3)						
12. Flashing & Gravel Stops (2)						
13. Roof Drains (2)						
14. Rooftop Equipment (2)						
15. Skylights & Monitors (2)						
16. Interior Appearance & Sanitation (2)						
17. Floors (2)						
18. Interior Walls (1)						
19. Interior Doors (2)						
20. Ceilings (1)						
21. Electrical Distribution (3)						
22. Electrical Service Equipment (3)						
23. Interior Lighting (2)						
24. Fire & Safety (3)						
25. Equipment Rooms (2)						
26. Boilers & Water Heaters (3)						
27. Air Conditioning (1)						
28. Ventilation Equipment (3)						
29. FCUs / Radiators / Wall Units (2)						
30. Steam Distribution (2)						
31. HVAC Controls (2)						
32. Hot/Chilled Water Distribution (1)						
33. Plumbing Fixtures/Equip, Restrooms (3)						
34. Sub Structure (3)						
35. Vertical Conveyance Systems (1)						
Total Items Per Category						

Overall Rating: ()

Superior=100-96 Good=95-86 Adequate=85-76 Not Adequate=75-66 Poor=65 and below

Survey ID:

PUBLIC SCHOOL INSPECTION REPORT - COMMENTS



School Name &

PSC Number: #N/A

#N/A

Report Date (s): #N/A

#N/A

SITE/ITEM	RATING	COMMENTS	Response Requested
1 DRIVEWAYS & PARKING LOTS	#N/A	#N/A	#N/A
LEA Response:			
2 SITE & SITE STRUCTURES	#N/A	#N/A	#N/A
LEA Response:			
3 SITE UTILITIES	#N/A	#N/A	#N/A
LEA Response:			
4 EXTERIOR BUILDING APPEARANCE	#N/A	#N/A	#N/A
LEA Response:			
5 PLAYGROUNDS, ATHLETIC FIELDS & EQUIPMENT	#N/A	#N/A	#N/A
LEA Response:			
6 EXTERIOR STRUCTURAL CONDITION	#N/A	#N/A	#N/A
LEA Response:			
7 GUTTERS & DOWNSPOUTS	#N/A	#N/A	#N/A
LEA Response:			
8 WINDOWS	#N/A	#N/A	#N/A
LEA Response:			
9 WALKWAYS	#N/A	#N/A	#N/A
LEA Response:			
10 ENTRYWAYS & EXTERIOR DOORS	#N/A	#N/A	#N/A
LEA Response:			
11 ROOF CONDITIONS	#N/A	#N/A	#N/A
LEA Response:			
12 FLASHING & GRAVEL STOPS	#N/A	#N/A	#N/A
LEA Response:			
13 ROOF DRAINS	#N/A	#N/A	#N/A
LEA Response:			
14 ROOFTOP EQUIPMENT	#N/A	#N/A	#N/A
LEA Response:			
15 SKYLIGHTS & MONITORS	#N/A	#N/A	#N/A
LEA Response:			
16 INTERIOR APPEARANCE & SANITATION	#N/A	#N/A	#N/A
LEA Response:			
17 FLOORS	#N/A	#N/A	#N/A
LEA Response:			
18 WALLS	#N/A	#N/A	#N/A
LEA Response:			
19 INTERIOR DOORS	#N/A	#N/A	#N/A
LEA Response:			
20 CEILINGS	#N/A	#N/A	#N/A
LEA Response:			
21 ELECTRICAL DISTRIBUTION	#N/A	#N/A	#N/A
LEA Response:			
22 ELECTRICAL SERVICE EQUIPMENT	#N/A	#N/A	#N/A
LEA Response:			
23 INTERIOR LIGHTING	#N/A	#N/A	#N/A
LEA Response:			
24 FIRE & SAFETY	#N/A	#N/A	#N/A
LEA Response:			
25 EQUIPMENT ROOMS	#N/A	#N/A	#N/A
LEA Response:			
26 BOILERS & WATER HEATERS	#N/A	#N/A	#N/A
LEA Response:			

PUBLIC SCHOOL INSPECTION REPORT - COMMENTS



School Name &

PSC Number: #N/A

#N/A

Report Date (s): #N/A

#N/A

SITE/ITEM	RATING	COMMENTS	Response Requested
27 AIR CONDITIONING	#N/A	#N/A	#N/A
LEA Response:			
28 VENTILATION EQUIPMENT	#N/A	#N/A	#N/A
LEA Response:			
29 FCUS/RADIATORS/WALL UNITS	#N/A	#N/A	#N/A
LEA Response:			
30 STEAM DISTRIBUTION	#N/A	#N/A	#N/A
LEA Response:			
31 HVAC CONTROLS	#N/A	#N/A	#N/A
LEA Response:			
32 Hot/CHILLED WATER DISTRIBUTION	#N/A	#N/A	#N/A
LEA Response:			
33 PLUMBING FIXTURES & EQUIPMENT, RESTROOMS	#N/A	#N/A	#N/A
LEA Response:			
34 SUB STRUCTURE	#N/A	#N/A	#N/A
LEA Response:			
35 VERTICAL CONVEYANCE SYSTEMS	#N/A	#N/A	#N/A
LEA Response:			

ADDITIONAL NOTES & COMMENTS
#N/A

FY 2018 MAINTENANCE ASSESSMENT RESULTS: A DISTRICT-BY-DISTRICT OVERVIEW

The following reports provide an overview of maintenance assessments conducted at selected schools in each Maryland public school system. Each report provides general information about the school system, a listing of the schools that were assessed, and a brief narrative highlighting important aspects of the school system's maintenance program.

Note:

The definition of **"Adjusted Age"** of a school facility, found in the second column of the charts on the following pages, is the average age of the total square footage. For the purposes of calculating the Adjusted Age, renovated square footage is generally treated as new.

"Original existing square footage" as used in the narratives on the following pages refers to the construction dates of the existing square footage in a facility, regardless if renovated at a later date. For example, if a school first built in 1954 received additions in 1960, 1975 and 2003, and the 1954 portion was also demolished in 2003, the original existing square footage would then date from 1960 to 2003. If one other school in the same county is inspected in the same year, and it was built in 1962 and received a complete renovation and addition in 2010, then the original existing square footage for that school would date from 1962 to 2010; combined, the original existing square footage at these schools dates from 1960 to 2010.

Individual school reports are available upon request.

Allegany County

Four schools were inspected in September 2017. Bel Air Elementary, Braddock Middle, and Frost Elementary were constructed in 1974, 1965 and 1967 respectively and never received renovations or additions that would have adjusted their ages. Westmar Middle, constructed in 1953, received a full renovation and small addition in 1996, resulting in an adjusted building age of 23 years.

The three schools that had never been renovated were noted as having very good custodial and maintenance attention to the interior. Westmar Middle appears to be in need of improved use of the work order system to ensure maintenance and repairs are conducted in a timely manner.

The roofs at Braddock Middle and Westmar Middle were replaced in the last few years. Braddock Middle's roof is in like-new condition and appears to be very well maintained. The roof at Westmar Middle appears maintained but has substantial ponding that should be evaluated and possibly addressed through the warranty. The 1992 EPDM roof at Frost Elementary and the 1995 EPDM roof at Bel Air Elementary are at the end of their useful life and were reported by the LEA at the time of inspection to be in fair to poor condition. Frost Elementary has subsequently received funding in the FY 2018 Aging School Program for a roof replacement. It is recommended the 1995 EPDM roof at Bel Air Elementary be prioritized also for replacement in the near future.

Allegany County Public Schools had achieved an average overall rating of inspected schools of *Good* every year the Public School Construction Program has conducted inspections. The average numerical score this year was very close to a *Good* rating as well but fell just below to an overall *Adequate* rating.

Generally, very good custodial care and maintenance awareness were noted, given the age of the facilities inspected. However, the preventive maintenance practice of changing the ventilation equipment filters bi-annually should be evaluated to

ensure the needs of the equipment are met and air-quality is maintained. Additionally, the asphalt parking lot surfaces at two of the schools, Frost Elementary and Westmar Middle, are in need of maintenance attention or replacement.



Frost Elementary

FY 2018

- 22 total active schools in system
- Avg. Adjusted Age, all schools: 1983
- 4 schools inspected: 2 Elementary, 2 Middle
- Results:
 - ✓ 0 Superior
 - ✓ 2 Good
 - ✓ 2 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected schools: **Adequate (84.74)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Bel Air E.	44	Good	2	21	4	2	1
2. Braddock M.	53	Good	4	16	10	3	0
3. Frost E.	51	Adequate	0	19	7	2	2
4. Westmar M.	23	Adequate	0	16	7	7	3
Totals			6	72	28	14	6
Percentage of Total Ratings for System			5%	57%	22%	11%	5%

Anne Arundel County

Twenty-four schools were inspected in November 2017. Three of these schools had been fully renovated or replaced within the last two years and were not given ratings to avoid characterizing “new” schools as receiving Superior maintenance when it is too early to determine. The original existing square footage at the 21 rated schools dates from 1909 to 2017, with adjusted building ages ranging from 56 years to 4 years. Currently, Anne Arundel County has the tenth oldest average age of facilities in the State of Maryland and is one year older than the Statewide average of 30 years. Maintaining a large inventory of this age can be challenging and Anne Arundel County Public Schools has consistently received an average overall rating of assessed schools of *Good* every year since the assessments were first performed by the PSCP staff in FY 2007.

Of the 21 schools rated, six schools received at least one or more *Poor* category ratings. Lindale Middle received a poor in the Windows category only but the remaining five schools, Glendale Elementary, Meade Middle, Northeast High, Hilltop Elementary, and Broadneck High, each received two or more *Poor* ratings. None of the *Poor* ratings are in the same category. Northeast High received three *Poor* ratings, all in the Ventilation Equipment, HVAC Controls, and Fan Coil Units (FCUs) / Radiators / Wall Units categories and a *Not Adequate* score in the Air Conditioning and Equipment Room categories. Meade Middle received *Poor* ratings in the Roof Conditions and Flashing & Gravel Stops categories; however, phase one of the State-funded roof replacement project to replace the shingled roof was just completed and phase two to replace the built-up roof was scheduled for the summer of 2018. Additional training may be needed in the categories receiving *Not Adequate* or *Poor* ratings and additional oversight should be considered to aid in the growth and development of the onsite building managers.

Six of the seven schools receiving overall *Adequate* ratings are middle or high schools. All of the elementary schools received a rating of *Good* with the exception of Hilltop Elementary which received a rating of *Adequate*.

The LEA representatives present during the school visits showed a genuine interest in the assessment process and a desire to have deficiencies repaired in a professional and timely manner with minimal disruption to classroom teaching.



Glendale Elementary

FY 2018

- 120 total active schools in system
 - Avg. Adjusted Age, all schools: 1989
 - 24 schools inspected: 17 Elementary, 3 Middle, 4 High
- Results:
- ✓ 0 Superior
 - ✓ 14 Good
 - ✓ 7 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
 - ✓ 3 Not Rated
- Average overall rating of inspected (and rated) schools: **Good (86.91)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Benfield E.	1	Not Rated					
2. Broadneck H.	24	Adequate	1	15	8	8	2
3. Chesapeake H.	39	Good	1	19	7	5	0
4. Corkran M.	56	Adequate	0	17	15	1	0
5. Eastport E.	25	Good	10	19	2	2	0
6. Folger McKinsey E.	6	Good	9	20	3	1	0
7. Frank Hebron-Harman E.	11	Good	16	10	6	0	0
8. Glendale E.	17	Good	4	16	7	2	3
9. Hilltop E.	29	Adequate	0	12	13	4	2
10. Lindale M.	22	Adequate	0	20	5	7	1
11. Maryland City E.	46	Good	1	26	3	1	0
12. Meade Heights E.	21	Good	3	16	6	6	0
13. Meade H.	30	Adequate	2	12	10	9	0
14. Meade M.	20	Adequate	0	15	12	2	2
15. North Glen E.	45	Good	11	13	5	3	0
16. Northeast H.	4	Adequate	5	16	6	3	3
17. Park E.	22	Good	0	22	5	4	0
18. Pershing Hill E.	7	Good	13	16	3	0	0
19. Piney Orchard E.	16	Good	2	22	5	2	0
20. Rolling Knolls E.	2	Not Rated					
21. Solley E.	21	Good	0	27	4	0	0
22. South Shore E.	20	Good	6	22	3	1	0
23. West Annapoiiis E.	2	Not Rated					
24. West Meade EEC	45	Good	5	16	6	5	0
Totals			89	371	134	66	13
Percentage of Total Ratings for System			13%	55%	20%	10%	2%

Baltimore City

Thirty-eight schools were inspected in January, February and March 2018. Original existing square footage at these schools dates from 1925 to 2009, with adjusted building ages ranging from 66 to 18 years. Baltimore City continues to have the oldest school facilities in the State.

The overall rating for Baltimore City Public Schools (BCPSS) for FY 2018 is in the middle of the *Adequate* range and is a small decrease from the last two years. This is most likely reflective of the particular group of schools assessed this year. Of the six school facilities that received *Not Adequate* ratings, Canton Building #230, has been set for closure and surplus but remains in the school system's portfolio despite the removal of all programs at the end of SY 2013-2014. The conditions of this school, from the drainage of water from the classroom fan coil units onto the floors, to the damaged walls and ceilings, to the damage caused by vandals, are accelerating deterioration. Other *Not Adequate* rated school facilities will be closed within the next one or two years due to program closure or transfer, or when 21st Century Building Program projects are completed. However, it is important that until then, sufficient maintenance to maintain a safe and healthy learning environment be provided.

Notable this year is the observation of very good care of the roofs and roofing components at the surveyed schools. However, aged roof systems and limited funding make it difficult to stay on top of constantly needed repairs; many roof systems should be replaced. Also, lights typically are not turned off by staff and left on 24/7. As a result, there are a significant number of bulbs and ballasts that do not function. Consider upgrading to motion sensors to reduce energy consumption and damage or implement an administrative solution.

Mechanical unit and ventilation equipment maintenance remains poor in a number of schools. However, the LEA has begun the implementation of an improved preventive maintenance schedule for mechanical equipment. Overall, for HVAC, there is significant improvement. There were several schools with the majority of their exhaust fans inoperable or not properly working, and dirty unchanged filters on mechanical/HVAC equipment. The lack of operable and efficient controls has a negative impact in some of the schools due to the inability to control temperature.

Typically, City Schools Building Engineers cover between nine and twelve schools making it very difficult to oversee the day-to-day operations of each building. Since City Schools lacks the

resources to staff each of its facilities with a qualified manager, the custodial team is often the

first to notice or determine a problem. The quality of custodial care influences all maintenance inspection categories, and is critical to the overall mission of facilities management and operations. The extent to which the custodial team is capable and accountable, and to which it collaborates with the facilities team, affects the overall maintenance inspection score. Evidence of deficiencies in such collaboration, such as stained ceiling tiles and soiled diffuser vents, were observed in most schools. The custodial staff takes direction from school administrators and not facilities supervisors, and thus, facilities staff is not in control of the inspection categories related to custodial services.

We continue to observe that improvements are being made to maintenance at City Schools. Several of the schools are negatively affected by the overall age of the facility or systems within the facility, aggressive use by the students, and vandalism. We look forward to seeing how maintenance is being provided at each of the new or renovated schools delivered through the 21st Century Building Program.



Northwood Elementary #242

FY 2018

- 159 total active schools in system
- Avg. Adjusted Age, all schools: 1976
- 38 schools inspected: 8 Elementary, 15 PK-8, 1 Elementary/Middle, 2 Middle, 4 Middle/High, 3 High, 1 Arts (High), 1 CTE (High), 2 Special Ed., 1 Science
- Results:
 - ✓ 0 Superior
 - ✓ 4 Good
 - ✓ 28 Adequate
 - ✓ 6 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected schools: **Adequate (80.91)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Arlington PK-8 # 234	35	Adequate	0	20	5	5	3
2. Baltimore School for the Arts # 415	29	Adequate	2	21	5	3	3
3. Barclay PK-8 # 054	55	Adequate	0	20	4	6	1
4. Bragg Nature Study Center	64	Good	8	11	9	1	0
5. Canton Building # 230	34	Not Adequate	0	2	17	3	7
6. City Springs PK-8 # 008	49	Adequate	4	13	7	8	1
7. Claremont Special Ed. High # 307	49	Adequate	3	17	5	3	3
8. Diggs-Johnson Building # 162	47	Good	2	16	16	0	0
9. Dr. Bernard E. Harris Sr. Elementary	47	Adequate	3	6	12	7	3
10. Dr. Carter Goodwin Woodson PK-8	66	Not Adequate	0	6	11	4	11
11. Dr. Nathan Pitts/Ashburton PK-8 #	23	Adequate	0	16	12	4	1
12. Federal Hill Prep PK-5 # 045	44	Adequate	0	20	6	7	0
13. Francis Scott Key Elementary/Middle	29	Adequate	8	6	11	3	3
14. Franklin Square # 095	55	Adequate	5	5	16	5	1
15. Frederick Douglass HS # 450	33	Not Adequate	0	6	10	12	6
16. Garrett Heights PK-8 # 212	30	Adequate	4	2	17	6	5
17. Glenmount PK-8 # 235	18	Adequate	0	16	13	4	0
18. Grove Park PK-8 # 224	57	Good	10	8	14	0	0
19. Gwynns Falls Elementary # 060	60	Adequate	2	13	16	1	0
20. Hamilton Building # 041	33	Adequate	1	19	4	6	4
21. Harbor City Building - West #413	18	Adequate	1	18	5	7	2
22. Holabird PK-8 # 229	56	Not Adequate	1	7	9	7	9
23. Mary A. Winterling Elementary	54	Adequate	3	12	11	4	2
24. Moravia Park Building #105A	45	Good	6	11	9	3	1
25. Moravia Park Building #105B	58	Adequate	0	14	12	6	0
26. Northwood Elementary # 242	62	Adequate	0	17	6	7	4
27. Patapsco PK-8 # 163	59	Not Adequate	0	0	17	13	2
28. Paul Laurence Dunbar High # 414	24	Adequate	0	6	23	4	1
29. Rognell Heights PK-8 # 089	48	Adequate	2	19	4	4	3
30. Tench Tilghman PK-8 # 013	40	Adequate	0	3	26	3	0
31. Thomas G. Hayes Building #102	58	Adequate	0	6	17	3	5
32. West Baltimore Building #080	54	Adequate	1	11	9	11	2
33. Westport PK-8 # 225	41	Not Adequate	0	2	10	14	7
34. Westside Skill Center (CTE) # 400B	36	Adequate	0	12	13	8	0
35. William H. Lemmel Building #079	59	Adequate	4	15	4	8	3
36. William S. Baer Special Ed. PK-12 #	32	Adequate	2	20	6	4	2
37. Winston Middle # 209	54	Adequate	0	9	9	10	5
38. Yorkwood Elementary # 219	59	Adequate	0	11	9	7	6
Totals			72	436	409	211	106
Percentage of Total Ratings for System			6%	35%	33%	17%	9%

Baltimore County

Thirty-two schools were inspected in May and June 2018. Original existing square footage at these schools dates from 1904 to 2015 with adjusted building ages ranging from 70 to 9 years.

Baltimore County has the sixth oldest school building inventory in the State and 22 of the 32 schools inspected this fiscal year had adjusted building ages of at least 30 years. More than in any other Maryland school system, Baltimore County has completed many projects since the late 1990's that are identified as Multi-Systemic projects or Limited Renovations. Unlike single systemic projects which do not affect the age of a facility, these types of projects are accounted for in terms of adjusted facility age by averaging the original construction dates of all areas of a facility and the completion date of the multi-systemic or limited renovation. Twelve of the 32 schools surveyed this year received this type of improvement between 2000 and 2011.

Multi-Systemic or Limited Renovation projects can be an effective facility management strategy depending on several factors, and projects such as this allow a school system to address the most significant needs of a school facility with a smaller budget, and therefore, more school facilities can receive improvement projects. However, it does not update all elements of a school and thus the school is not improved and its age is not affected as much as it would be for a full renovation.

All schools assessed this year received *Good* or *Adequate* ratings. As with other large school systems, maintaining a large inventory of this age can be challenging and over the years, Baltimore County Public Schools has consistently received an average overall rating of assessed schools of *Good*. Only a few of the schools surveyed this year have received full renovations.



Lansdowne High

FY 2018

- 163 total active schools in system
- Avg. Adjusted Age, all schools: 1986
- 32 schools inspected: 1 Alternate, 20 Elementary, 7 Middle, 4 High
- Results:
 - ✓ 0 Superior
 - ✓ 17 Good
 - ✓ 15 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected schools: **Adequate (85.28)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Baltimore Highlands E.	51	Adequate	2	19	6	5	0
2. Bedford Elementary	55	Good	2	22	5	3	0
3. Campfield Early Childhood Ctr.	41	Adequate	0	18	9	6	0
4. Church Lane Elementary	34	Adequate	1	17	7	7	0
5. Colgate Elementary	70	Adequate	0	15	9	5	2
6. Deep Creek Middle	31	Good	4	19	2	5	1
7. Dogwood Elementary	17	Adequate	0	18	6	8	1
8. Dulaney High	43	Adequate	0	18	9	6	0
9. Dumbarton Middle	36	Good	4	19	7	2	1
10. Dundalk Middle	46	Good	4	22	2	5	0
11. Edmondson Heights E.	38	Adequate	1	18	7	6	0
12. Featherbed Lane Elementary	35	Adequate	0	15	8	7	2
13. Franklin Elementary	38	Good	1	23	3	5	0
14. Franklin High	45	Adequate	0	21	4	5	1
15. Franklin Middle	35	Good	4	23	5	2	0
16. Hillcrest Elementary	27	Adequate	1	18	4	6	3
17. Kenwood High	51	Good	6	16	6	5	0
18. Lansdowne High	51	Adequate	0	16	5	6	4
19. Loch Raven Technical Acad.	9	Good	5	19	6	2	0
20. New Town Elementary	17	Adequate	0	14	8	7	3
21. Pikesville Middle	29	Good	3	17	7	5	0
22. Pot Spring Elementary	35	Good	4	20	2	5	0
23. Randallstown Elementary	32	Good	2	19	7	5	0
24. Rosedale Center	57	Adequate	0	8	11	9	5
25. Seventh District Elementary	43	Good	7	15	6	3	0
26. Shady Spring Elementary	38	Good	6	19	4	2	0
27. Timonium Elementary	59	Good	3	19	5	5	0
28. Vincent Farm Elementary	10	Good	0	26	4	2	1
29. Westchester Elementary	17	Adequate	1	20	5	7	0
30. Windsor Mill Middle	12	Adequate	2	15	10	4	1
31. Woodholme Elementary	13	Good	1	21	8	2	0
32. Woodmoor Elementary	35	Good	5	18	5	4	0
Totals			69	587	192	156	25
Percentage of Total Ratings for System			7%	57%	19%	15%	2%

Calvert County

One school was inspected in December 2017. Southern Middle School was constructed in 1979 and received an addition in 1996; its adjusted building age is 33 years.

Minor systemic upgrades have been implemented in this building with the most recent being an HVAC controls project through the Aging Schools Program, air conditioning installation in the Gym, lighting upgrades through Energy Efficiency Initiative funding, and the installation of an access control system, installation of storefront vandalism resistant coating at sidelights, and door glazing through Security Initiative funding. This building has not been renovated but appears to be well maintained by the onsite facilities staff, with coordinated effort by the faculty. Aged building components such as rooftop air conditioning equipment and carpet should be considered for replacement as funding allows.

Calvert County has received *Good* for its overall rating of inspected schools this fiscal year as well as for the past four fiscal years, showing a consistent effort to maintain school buildings in the county.



Southern Middle

FY 2018

- 26 total active schools in system
- Avg. Adjusted Age, all schools: 1994
- 1 school inspected: 1 Middle
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Good (91.27)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Southern M.	33	Good	8	20	4	0	0
Totals			8	20	4	0	0
Percentage of Total Ratings for System			25%	63%	13%	0%	0%

Caroline County

One school was inspected in April 2018. Original existing square footage at this school dates from 1959 to 1993 and its adjusted building age is 36 years.

Lockerman Middle School was originally built in 1938 and received additions in 1959 and 1963. The facility was renovated with an addition in 1977 and again in 1993 and the original 1938 portion of the building was demolished during the 1977 renovation/addition. This facility has also received many State-funded capital improvements through the Aging Schools Program and the Qualified Zone Academy Bond Program. The results of this assessment indicate HVAC controls should be evaluated for repair or replacement to provide better control of humidity and it is recommended filters in mechanical units be changed more frequently

This school received an overall rating of *Good*, continuing Caroline County Public Schools' trend of demonstrating very good maintenance practices, and in most cases, in older buildings.



Lockerman Middle

FY 2018

- 10 total active schools in system
- Avg. Adjusted Age, all schools: 1995
- 1 school inspected: 1 Middle
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Good (89.70)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Lockerman M.	36	Good	4	24	3	2	0
Totals			4	24	3	2	0
Percentage of Total Ratings for System			12%	73%	9%	6%	0%

Carroll County

One school was inspected in December 2017. Original existing square footage at this school ranges from 1958 to 1999, and the building has an adjusted age of 19 years.

Francis Scott Key High School was built in 1958 and received additions in 1970 and 1980. The building was fully renovated and received another addition in 1999. This facility was undergoing a roof replacement project at the time of this assessment and had recently received several minor upgrades through ASP, EEI, and Security Initiative funding.

Carroll County Public Schools received an average overall rating of inspected schools of *Good* this year, as it has for the previous four years – evidence that maintenance and care of school facilities is highly prioritized by this LEA.



Francis Scott Key High

FY 2018

- 40 total active schools in system
- Avg. Adjusted Age, all schools: 1990
- 1 schools inspected: 1 High
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected school: **Good (88.98)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Francis Scott Key H.	19	Good	3	22	4	1	0
Totals			3	22	4	1	0
Percentage of Total Ratings for System			10%	73%	13%	3%	0%

Cecil County

One school was inspected in April 2018. Original existing square footage at this school dates from 1939 to 2007, with an adjusted building age of 66 years. This school received local planning approval from the IAC in the FY 2019 CIP to build a replacement school on another site, which is estimated to be completed in Fall 2021.

As is typical with Cecil County Public Schools, Chesapeake City Elementary School was another example of the very good maintenance practices and communication between maintenance and administration. This facility was constructed in 1939 and received an addition in 1972 as well as a Kindergarten addition in 2007. This older facility has never been renovated, but has received many small upgrades through the Aging Schools Program. With the exception of one rating of *Adequate* due to an ongoing structural issue which CCPS is monitoring, every category assessed received a rating of *Good* or *Superior*. CCPS continues to incentivize an excellent approach to maintenance by organizing an awards ceremony to recognize the efforts of the maintenance and custodial staffs



Chesapeake City Elementary

FY 2018

- 29 total active schools in system
- Avg. Adjusted Age, all schools: 1991
- 1 school inspected: 1 Elementary
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Good (92.24)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Chesapeake City E.	66	Good	8	24	1	0	0
Totals			8	24	1	0	0
Percentage of Total Ratings for System			24%	73%	3%	0%	0%

Charles County

Two schools were inspected in December 2017. The original square footage at these schools ranges from 1973 to 2012, with adjusted building ages of 41 and 39 years.

Arthur Middletown Elementary School was built in 1973 and received a Kindergarten addition in 2012. A vertical crack with significant masonry shifting was observed at the rear of this facility and the LEA's response to our comment was that a work order was initiated and a contractor was scheduled to inspect and assess the condition. La Plata High School was built in 1979. Neither school has been renovated, but both have received minor upgrades over the years through QZAB, ASP, and other supplemental appropriations.



La Plata High

Both schools received an overall rating of *Good*, which is consistent with ratings received at each school inspected in the previous three years and an average overall rating of inspected schools of *Good*, which is the rating CCPS has typically received, affirming the good maintenance practices exercised throughout this LEA.

FY 2018

- 38 total active schools in system
- Avg. Adjusted Age, all schools: 1991
- 2 schools inspected: 1 Elementary, 1 High
- Results:
 - ✓ 0 Superior
 - ✓ 2 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected schools: **Good (86.89)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Arthur Middleton E.	41	Good	0	25	1	4	0
2. La Plata H.	39	Good	1	22	9	1	0
Totals			1	47	10	5	0
Percentage of Total Ratings for System			2%	75%	16%	8%	0%

Dorchester County

One school was inspected in April 2018. Original existing square footage at this building dates from 1953 to 1979 and its adjusted building age is 39 years.

South Dorchester PreK-8 was constructed in 1953 and completely renovated with a small addition in 1979. This facility has received several improvements through the Aging Schools Program, Qualified Zone Academy Bond Program, and Security Initiative Funding. This school appears to be well maintained. The most significant concern at this school is the grading of the site that appears to be sloped toward the building. We recommend a professional be consulted to determine possible solutions. Regrading may be needed to prevent standing water and to divert water away from the foundation. Also, additional preventive maintenance appears to be needed at all HVAC equipment.

Dorchester County Public Schools has received an average overall rating of *Good* for the last several years and has a reputation for providing good custodial care and maintenance to school facilities.



South Dorchester PK-8

FY 2018

- 14 total active schools in system
- Avg. Adjusted Age, all schools: 1988
- 1 school inspected: 1 PreK-8
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected school: **Good (89.33)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. South Dorchester PreK-8	39	Good	5	20	2	3	0
Totals			5	20	2	3	0
Percentage of Total Ratings for System			17%	67%	7%	10%	0%

Frederick County

One school was inspected in December 2017. Original existing square footage at this school dates from 2002, and the building has an adjusted age of 16 years.

Oakdale Middle School appears to be a very well maintained and well managed building. This is evidenced by only *Superior* or *Good* ratings received in all categories that were applicable on the IAC assessment report.

Every school inspected in the last six years has received an overall rating of *Superior* or *Good*, which is a testament to the very good maintenance practices administered by Frederick County Public Schools. The FCPS maintenance department frequently assists other LEAs by consulting on maintenance issues and has extended invitations to participate in their training programs. They are held in very high regard and appear to have a great deal of local support.



Oakdale Middle

FY 2018

- 66 total active schools in system
- Avg. Adjusted Age, all schools: 1991
- 1 school inspected: 1 Middle
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Good (95.23)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Oakdale M.	16	Good	17	16	0	0	0
Totals			17	16	0	0	0
Percentage of Total Ratings for System			52%	48%	0%	0%	0%

Garrett County

One school was inspected in September 2017. Original existing square footage at Southern High School dates from 1952, and its adjusted building age is 30 years as a result of several additions and renovations.

An overall *Adequate* rating was issued to Southern High School due to low ratings in several categories. Of concern are the structural issues at the front of the school that were reported to contribute to water infiltration into classrooms. Deficiencies contributing to water intrusion at the Gymnasium vestibule have also resulted in wet and damaged floors as well as cracked and damaged concrete at the threshold to the entry doors. The asphalt surfaces surrounding the building are severely deteriorated and in need of maintenance. It is recommended that inspections of the entire roof system and routine preventive maintenance increase as well.

Historically, Garrett County has never received a building rating of less than *Good* and has received several building ratings of Superior. An increased awareness of the building operations and maintenance efforts at this school are recommended.



Southern High

FY 2018

- 13 total active schools in system
- Avg. Adjusted Age, all schools: 1988
- 1 schools inspected: 1 High
- Results:
 - ✓ 0 Superior
 - ✓ 0 Good
 - ✓ 1 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Adequate (81.06)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Southern H.	30	Adequate	4	10	7	9	3
Totals			4	10	7	9	3
Percentage of Total Ratings for System			12%	30%	21%	27%	9%

Harford County

Five schools were inspected in February 2018. Original existing square footage at these schools dates from 1950 to 2007, with adjusted ages ranging from 53 to 11 years.

The average overall rating of inspected schools is in the Good range again this year, with all the schools inspected receiving a rating of *Good* with the exception of Hickory Elementary, which received a rating of *Adequate*.

Only three items were rated *Poor* out of the 35 categories throughout all five schools inspected. These items are *Site & Site Structures* at Hickory Elementary School, which was cited for damage to outbuildings, overgrown trees and shrubbery, and accumulation of leaves and debris throughout the site; *Ceilings* at Hickory Elementary School, were cited for being stained and sagging throughout the school, as well as having extensive peeling paint on the ceiling of the Boiler Room; and *Roof* at Center for Educational Opportunity for excessive ponding and moss growth, rotted underside of the front canopy, and abandoned equipment on the roof surface. It was noted that improved maintenance attention is needed to many categories relating to the exterior of the building at Hickory Elementary School and that clarification may be needed to determine responsibility of maintenance and operations functions. Ceilings were also rated *Not Adequate* in Havre de Grace Middle School and North Harford High School, indicating that more attention may be needed to replacing stained ceiling tiles throughout the school system. Despite this small number of concerns, Harford County Public Schools has a reputation for good maintenance practices

as well as prolonging the life of aging systems.

Funding was approved in the FY 2018 and 2019 CIPs to build a replacement facility to combine Havre de Grace Middle and High Schools on the middle school site and to demolish the existing middle and high school buildings. The project has an expected completion date in 2020.



North Harford High

FY 2018

- 53 total active schools in system
- Avg. Adjusted Age, all schools: 1989
- 5 schools inspected: 2 Elementary, 1 Middle, 1 High, 1 Alternate
- Results:
 - ✓ 0 Superior
 - ✓ 4 Good
 - ✓ 1 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected schools: **Good (88.78)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Ctr. for Educational Opportunity	53	Good	6	15	7	4	1
2. Forest Lakes E.	21	Good	14	16	1	0	0
3. Havre de Grace M.	51	Good	2	21	7	2	0
4. Hickory E.	20	Adequate	0	15	10	6	2
5. North Harford H.	11	Good	10	18	3	1	0
Totals			32	85	28	13	3
Percentage of Total Ratings for System			20%	53%	17%	8%	2%

Howard County

One school was inspected in December 2017. The original existing square footage at this school dates from 1951 to 2007 and the adjusted building age is 15 years.

The interior custodial and operations care of Howard High School appears to be routine and managed well; however, conditions indicate improved maintenance is needed to the roof and all mechanical equipment on the roof level. The responsibility for preventive maintenance and operations of the roof and roof-top HVAC equipment appeared to be unclear to LEA staff accompanying the assessor at the time of this assessment and needs to be clarified. It also appears that additional support is needed to ensure all preventive maintenance is completed.

The overall rating for Howard High School is *Adequate* with the majority of the categories assessed receiving ratings of *Good*; however, the Roof category was rated *Not Adequate* and Ventilation received a rating of *Poor*, bringing the overall score to slightly below a *Good* rating.

As a result of Howard County's extremely consistent record of good maintenance, only one school was inspected this year. Howard County Public Schools has a very good maintenance program and it is expected that scores will again be high in the future.



Howard High

FY 2018

- 75 total active schools in system
- Avg. Adjusted Age, all schools: 2000
- 1 school inspected: 1 High
- Results:
 - ✓ 0 Superior
 - ✓ 0 Good
 - ✓ 1 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected school: **Adequate (85.15)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Howard H.	15	Adequate	0	22	9	1	1
Totals			0	22	9	1	1
Percentage of Total Ratings for System			0%	67%	27%	3%	3%

Kent County

One school was inspected in April 2018. The original existing square footage at Kent County Middle School dates from 1950. The building received additions in 1952, 1957, and 1960 and a renovation/addition in 1976 when a small amount of the original building was demolished, resulting in an adjusted building age of 42 years.

Kent County Middle School's overall rating of *Good* is an improvement from the last two years' assessment ratings of *Adequate*. This facility appears to be generally well maintained and was cited for very few maintenance deficiencies. These include additional attention needed for replacement of stained ceiling tiles, removal of debris and vegetation from the roof, and repairs needed to the asphalt parking surfaces. Repair or replacement of the deteriorating concrete canopies, and cleanup of fallen tree branches and stumps on the site is recommended to remove potential hazards.

Kent County's public school building inventory continues to have the second oldest average adjusted age in the state, trailing Baltimore City by only two years. Due to local funding constraints, Kent County has requested very little capital funding from the State over the last several years. However, KCPS has utilized ASP and QZAB funding to provide upgrades to this aged building, as it does across its facility inventory.



Kent County Middle

FY 2018

- 5 total active schools in system
- Avg. Adjusted Age, all schools: 1977
- 1 school inspected: 1 Middle
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Good (87.62)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Kent County M.	42	Good	3	19	6	3	0
Totals			3	19	6	3	0
Percentage of Total Ratings for System			10%	61%	19%	10%	0%

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Montgomery County

Forty schools were inspected in December 2017 and January 2018. One of these schools had been replaced within the last two years and was not given a rating to avoid characterizing a “new” school as receiving Superior maintenance when it is too early to determine. Original existing square footage at these schools dates from 1936 to 2013, with adjusted building ages ranging from 63 years to 3 years. Nine of the schools surveyed this year had an adjusted building age of 30 or more years, and of those, two were over 50 years.

Montgomery County Public Schools is the largest school system in Maryland with 209 school facilities totaling 24,175,294 square feet. As with the other large school systems, maintaining a large inventory with schools of varying ages can be challenging and MCPS has consistently operated an excellent facilities program, balancing building for growth, modernizing existing facilities, and updating aging building systems.

In the spring of 2016, Montgomery County Public Schools developed an action plan to bolster and improve their roof maintenance program, including improvement in the value and quality of out-sourced roof inspections, increased school staff inspections, added training, improved tracking of work orders, and improved timeliness of repairs. Although much of this plan appears to have been implemented, it was observed that there still are some issues with preventive roof maintenance. This has been a concern with many school systems for a number of years, and although advancements are observed at MCPS, timeliness of repairs and preventive maintenance appear to need additional improvement.

The identified deficiencies found in Montgomery County schools are also common to most other school systems. They include deteriorated asphalt road surfaces, trees and shrubbery needing cut-back from building surfaces, open seams, failing sealant and loose counterflashing on roofs, filled gutters

and downspouts, build-up of moss and debris on roofs, stained ceiling tiles, and dirty filters in rooftop HVAC equipment and interior cabinet type and ceiling mounted units.

Montgomery County Public Schools has a very good maintenance program that will benefit from continued efforts to improve and to promote good communication and coordination between the various levels of maintenance and building services staff.



Cabin John Middle

FY 2018

- 209 total active schools in system
- Avg. Adjusted Age, all schools: 1994
- 40 schools inspected: 29 Elementary, 7 Middle, 2 High, 2 Alternate
- Results:
 - ✓ 2 Superior
 - ✓ 21 Good
 - ✓ 16 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
 - ✓ 1 Not Rated
- Average overall rating of inspected schools: **Good (87.00)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Argyle M.	47	Adequate	0	13	14	4	1
2. Brooke Grove E.	28	Good	8	22	2	0	0
3. Cabin John M.	7	Good	11	19	1	2	0
4. Cannon Road E.	6	Superior	20	9	3	0	0
5. Carson (Rachel) E.	28	Good	3	28	1	1	0
6. Daly (Capt. James E.) E.	29	Good	10	19	2	2	0
7. Drew (Dr. Charles) E.	26	Good	6	20	6	1	0
8. Farmland E.	7	Good	10	20	2	0	0
9. Flower Valley E.	27	Adequate	0	19	9	3	0
10. Forest Oak M.	19	Adequate	0	20	7	6	0
11. Gaithersburg H.	6	Superior	17	14	0	0	0
12. Galway E.	12	Good	7	20	2	2	1
13. Gibbs, Jr. (William B.) E.	9	Good	4	21	5	1	1
14. Goshen E.	30	Adequate	1	19	7	6	0
15. Greencastle E.	30	Good	3	15	12	3	0
16. Harmony Hills E.	24	Adequate	0	18	9	5	0
17. Kemp Mill E.	24	Adequate	0	17	10	4	0
18. Kingsview M.	21	Good	2	19	9	2	1
19. Little Bennett E.	12	Good	4	17	9	2	0
20. Marshall (Thurgood) E.	24	Good	7	19	7	0	0
21. Matsunaga (Spark M.) E.	17	Adequate	1	21	6	4	0
22. McNair (Ronald) E.	28	Adequate	0	16	11	6	0
23. Mill Creek Towne E.	23	Good	2	23	5	2	0
24. Newport Mill M.	60	Adequate	1	20	4	7	1
25. North Lake Center	52	Adequate	0	5	23	3	0
26. Oakland Terrace E.	24	Good	5	18	4	3	1
27. Piney Branch E.	45	Adequate	1	16	8	4	4
28. Poole (John) M.	21	Good	2	24	2	2	0
29. Radnor Center	63	Adequate	0	7	12	11	2
30. Ride (Dr. Sally K.) E.	23	Good	1	21	10	1	0
31. Rock View E.	16	Adequate	1	12	8	11	0
32. Rosa Parks M.	25	Good	5	22	4	2	0
33. Roscoe Nix E.	12	Good	4	24	0	0	0
34. Sequoyah E.	28	Good	5	22	6	0	0
35. Sligo Creek E.	19	Adequate	0	13	12	3	1
36. Summit Hall E.	38	Adequate	2	18	6	5	0
37. Wayside E.	3	Good	13	10	5	3	1
38. Westover E.	44	Good	0	24	5	3	1
39. Wheaton Woods E.	1	Not Rated					
40. Wootton (Thomas S.) H.	32	Adequate	0	10	13	7	3
Totals			156	694	261	121	18
Percentage of Total Ratings for System			12%	56%	21%	10%	1%

Prince George's County

Forty schools were inspected in September and October 2017. Original square footage at these schools dates from 1928 to 2016, with adjusted building ages ranging from 57 to one year at the time of assessments. Fourteen of these facilities have adjusted building ages of 40 years or older.

Four schools received *Not Adequate* ratings this year. These facilities appear to be not receiving sufficient maintenance, causing conditions that are unsafe and substandard. Fairmont Heights High School is not being used for educational purposes but was still active in the State's facility inventory database at the time of inspection. It was reported at the time of the school visit that sporting events and non-school activities were taking place inside the facility and some office space was still being used. The life cycle has since been changed to inactive; however, the future use of this building could not be confirmed at the time of this report. Structural concerns, pest infestation, flooding, what appears to be extensive mold growth throughout, and lack of maintenance effort make the facility unsafe. Highland Park Elementary School is occupied but is being minimally maintained. This school received *Not Adequate* or *Poor* ratings for 26 of the 35 categories assessed. It appears the building operations staff at this facility may need additional assistance or training to ensure all components of the building are being sufficiently maintained.

Of the 40 schools inspected, 65% of the ratings for the Ceilings category were *Poor* or *Not Adequate*, indicating that stained ceiling tiles continue to be an issue in Prince George's County Public Schools. Additionally, category ratings indicate improved maintenance attention is needed for playgrounds, site, and all HVAC equipment, which has been identified as being poorly maintained for the last several years.

As with the other large school systems, maintaining a large inventory with schools of varying ages can be challenging, that is compounded by their continued growth. Additionally, Prince George's County Public Schools has undergone significant staff changes over the last several years.



Charles Herbert Flowers High

FY 2018

- 194 total active schools in system
- Avg. Adjusted Age, all schools: 1981
- 40 schools inspected: 26 Elementary, 4 PreK-8, 4 Middle, 4 High, 1 Special Ed, 1 Alternate
- Results:
 - ✓ 0 Superior
 - ✓ 8 Good
 - ✓ 28 Adequate
 - ✓ 4 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected schools: **Adequate (82.13)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Accokeek Academy	2	Good	18	9	2	1	1
2. Annapolis Road Acad. H.	34	Not Adequate	0	1	21	9	3
3. Bladensburg E.	28	Adequate	0	14	6	7	4
4. Bond Mill E.	42	Good	3	18	8	0	2
5. Calverton E.	49	Adequate	0	15	13	4	0
6. Capitol Heights E.	54	Adequate	0	14	12	2	3
7. Cesar Chavez E.	52	Adequate	0	12	11	9	0
8. Charles Herbert Flowers H.	18	Good	0	23	3	5	1
9. Cool Spring E.	24	Adequate	0	11	17	5	1
10. Cora L. Rice E.	16	Adequate	0	15	9	4	4
11. Crossland H.	49	Adequate	0	18	8	5	2
12. Dodge Park E.	18	Adequate	0	12	13	3	3
13. Drew-Freeman M.	23	Adequate	0	7	14	5	8
14. Ernest Everett Just M.	15	Adequate	0	19	6	8	0
15. Fairmont Heights H.	58	Not Adequate	0	0	8	12	14
16. Francis Scott Key E.	20	Adequate	1	11	8	8	4
17. Glenn Dale E.	50	Not Adequate	0	3	17	6	6
18. Greenbelt E.	25	Adequate	0	16	7	6	2
19. Greenbelt M.	6	Good	3	18	6	2	2
20. Highland Park E.	30	Not Adequate	0	2	6	9	17
21. Judith P. Hoyer Montessori	46	Adequate	0	8	16	7	2
22. Kenmoor M.	45	Adequate	0	7	13	10	4
23. Kingsford E.	24	Adequate	5	11	5	5	6
24. Lake Arbor E.	16	Adequate	0	23	4	5	1
25. Magnolia E.	47	Adequate	1	11	9	2	8
26. Margaret Brent Regional School	36	Adequate	0	13	12	4	4
27. Northview E.	11	Adequate	0	16	7	9	1
28. Overlook E.	41	Good	0	25	4	1	3
29. Perrywood E.	17	Adequate	1	16	6	5	3
30. Rockledge E.	50	Adequate	1	14	7	7	2
31. Rosa L. Parks E.	12	Adequate	1	20	5	3	4
32. Rosaryville E.	16	Adequate	0	17	7	7	2
33. Samuel P. Massie Acad.	14	Good	5	20	3	3	0
34. Scotchtown Hills E.	23	Adequate	0	13	14	4	1
35. Seat Pleasant E.	47	Adequate	1	16	9	3	2
36. Suitland E.	14	Good	1	23	5	2	0
37. Suitland H. Annex	55	Adequate	0	6	19	8	0
38. Whitehall E.	13	Adequate	1	19	6	6	1
39. William W. Hall Acad.	13	Good	7	15	7	2	0
40. Woodridge E.	37	Adequate	0	24	6	2	2
Totals			49	555	359	205	123
Percentage of Total Ratings for System			4%	43%	28%	16%	10%

Queen Anne's County

One school was inspected in April 2018. Original existing square footage at this school dates from 1952 to 2012, and its adjusted building age is 15 years.

Kennard Elementary was constructed in 1952 and has received an addition in 1959 and 1961. The building was renovated with an addition in 2001, and received another addition in 2012. The custodial efforts appear to be good throughout the interior of this facility. However, additional maintenance attention is needed for the roof components and equipment. Of concern are the flooding conditions in the electrical room that could pose a serious safety risk if not rectified. The overall rating for this school is *Good*, continuing the trend in Queen Anne's County Public Schools of providing good maintenance.



Kennard Elementary

FY 2018

- 14 total active schools in the system
- Avg. Adjusted Age, all schools: 1999
- 1 school inspected: 1 Elementary
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Good (86.46)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Kennard E.	15	Good	3	19	6	3	1
Totals			3	19	6	3	1
Percentage of Total Ratings for System			9%	59%	19%	9%	3%

St. Mary's County

Three schools were inspected in December 2017. Original existing square footage at these schools dates from 1957 to 2009, with adjusted building ages ranging from 13 to 9 years.

All three schools inspected this year had relatively young adjusted building ages with George Washington Carver School being constructed in 2006 and Evergreen Elementary School being constructed in 2009. Margaret Brent Middle School was built in 1957 with additions in 1971 and 1978. It was fully renovated and received another addition in 2005. The two newer schools both received very high *Good* ratings and appear to be very well maintained with minor concerns regarding additional maintenance attention needed on the roofs. Margaret Brent Middle School received a *Good* rating as well, but concerns were noted at this facility over the damaged or stained water distribution piping insulation and stained ceiling tiles. These same concerns were cited when all three schools were last inspected in FY 2012.

The interior appearance and sanitation was rated Superior for two of the schools and Good for the other, indicating consistent custodial efforts throughout the school system.



Evergreen Elementary

FY 2018

- 27 total active schools in system
- Avg. Adjusted Age, all schools: 1996
- 3 schools inspected: 2 Elementary, 1 Middle
- Results:
 - ✓ 0 Superior
 - ✓ 3 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected schools: **Good (92.11)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Evergreen E.	9	Good	18	13	2	0	0
2. George Washington Carver E.	12	Good	14	15	3	0	0
3. Margaret Brent M.	13	Good	1	22	9	1	1
Totals			33	50	14	1	1
Percentage of Total Ratings for System			33%	51%	14%	1%	1%

Somerset County

One school was inspected in April 2018. Original square footage at this school dates from 2008 and its adjusted building age is 10 years.

Somerset Intermediate School was constructed in 2008 and received access control system and security communications upgrades through FY 2014 Security Initiative funding. The water infiltration that was noted at this school during the FY 2012 IAC maintenance inspection is reported to still be an issue. At that time, the LEA reported leaking at the windows and roof during driving wind and rain events. Somerset County has continued to make substantial attempts to locate the source and repair these leaks and have contacted the contractor responsible for construction of the school. The LEA's analysis determined that the leaks were not related to window or roof deficiencies; however, the point of the water entry still cannot be verified. It is recommended that the siding and roof components be removed and thermal imaging be used to continue this investigation.

Several preventive and reactive maintenance improvements are needed at this facility. Otherwise, the building appears to be well cared for.



Somerset Intermediate

FY 2018

- 10 total active schools in system
- Avg. Adjusted Age, all schools: 1996
- 1 school inspected: 1 Middle
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Good (86.56)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Somerset Intermediate	10	Good	1	24	2	4	0
Totals			1	24	2	4	0
Percentage of Total Ratings for System			3%	77%	6%	13%	0%

Talbot County

One school was inspected in April 2018. Original existing square footage at this school dates from 1953 to 2003 and its adjusted building age is 15 years due to additions in 1957 and 1979 and a full renovation with a small addition in 2003.

Talbot County Public Schools has consistently received *Good* or *Superior* ratings. The facility inspected this year received an *Adequate* rating. It was noted that improved maintenance practices are needed at this school for the gutters and downspouts, entryways and exterior doors, ventilation equipment, and unit ventilators. Of concern at this building are the flooding conditions in the crawl space area. It is recommended that the grading of the site adjacent to the building, the placement of downspouts and splash blocks, and site drainage be evaluated to determine the cause of the water infiltration into the crawl space.



Easton Middle

FY 2018

- 9 total active schools in system
- Avg. Adjusted Age, all schools: 2000
- 1 school inspected: 1 Middle
- Results:
 - ✓ 0 Superior
 - ✓ 0 Good
 - ✓ 1 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Adequate (83.33)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Easton M.	15	Adequate	1	19	7	6	0
Totals			1	19	7	6	0
Percentage of Total Ratings for System			3%	58%	21%	18%	0%

Washington County

One school was inspected in December 2017. The original existing square footage at this school dates from 1979, and its adjusted building age is 39 years because Clear Spring Middle School has received no additions or major renovations. The building most recently received a new roof through the FY 2014 Capital Improvement Program.

This school received an overall rating of *Superior* with no category assessed receiving lower than *Good*. Despite the age of this facility, it is apparent that it is being very well managed and maintained – consistent with Washington County Public Schools’ reputation and something for which this school system should be commended.



Clear Spring Middle

FY 2018

- 47 total active schools in system
- Avg. Adjusted Age, all schools: 1986
- 1 school inspected: 1 Middle
- Results:
 - ✓ 1 Superior
 - ✓ 0 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school: **Superior (95.97)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Clear Spring M.	39	Superior	19	12	0	0	0
Totals			19	12	0	0	0
Percentage of Total Ratings for System			61%	39%	0%	0%	0%

Wicomico County

One school was inspected in April 2018. Original existing square footage at this school dates from 1958 to 1981 and its adjusted building age is 39 years.

Mardela Middle/High School was constructed in 1958 and has received several additions and renovations with the last addition project in 1981. The building has benefited from many State-funded capital improvements through the Aging Schools Program as well as the FY 2014 Security and Energy Efficiency Initiatives. The most recent Capital Improvement Program projects include a partial roof replacement in 2014/2015 and a lighting upgrade in the Gym in 2014. This facility appears to be generally well maintained; however, the site adjacent to the building should be evaluated to confirm it is graded properly and the aged windows should be considered for replacement in the near future.



Mardela Middle/High

FY 2018

- 24 total active schools in system
- Avg. Adjusted Age, all schools: 1991
- 1 school inspected: 1 Middle/High
- Results:
 - ✓ 0 Superior
 - ✓ 1 Good
 - ✓ 0 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Average overall rating of inspected school: **Good (87.90)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Mardela M./H.	39	Good	4	20	4	3	0
Totals			4	20	4	3	0
Percentage of Total Ratings for System			13%	65%	13%	10%	0%

Worcester County

One school was inspected in April 2018. Original square footage at this school dates from 1970 and its adjusted building age is 48 years.

Berlin Intermediate is an elementary/middle school that has not been renovated or received an addition, but this facility has received many upgrades through Aging Schools Program funding throughout the years as well as security improvements through Security Initiative funding in FY 2014. The school received an overall rating of *Adequate*; however, eight of the 25 categories assessed received a rating of *Not Adequate*. These categories are *Site Utilities, Roof Drains, Rooftop Equipment, Interior Appearance & Sanitation, Floors, Ceilings, Interior Lighting, and Plumbing Fixtures/Equipment/Restrooms*. Maintenance and custodial improvements are needed to address the many deficiencies cited.

The LEA reports that approximately 10 percent of its repairs are preventive and 90 percent are reactive, primarily due to inadequate staff available to complete routine maintenance tasks. It is strongly recommended that staffing be evaluated and appropriate changes made to ensure adequate preventive maintenance is provided.



Berlin Intermediate

FY 2018

- 14 total active schools in system
- Avg. Adjusted Age, all schools: 1993
- 1 schools inspected:
1 Elementary/Middle
- Results:
 - ✓ 0 Superior
 - ✓ 0 Good
 - ✓ 1 Adequate
 - ✓ 0 Not Adequate
 - ✓ 0 Poor
- Overall rating of inspected school:
Adequate (84.92)

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Berlin Intermediate	48	Adequate	3	14	4	8	0
Totals			3	14	4	8	0
Percentage of Total Ratings for System			10%	48%	14%	28%	0%

Item IX. COMAR Revisions Update

Motion:

This item is informational and does not require IAC action.

Background Information:

At the August 30, 2018 IAC meeting, staff informed the IAC that we were distributing a draft of COMAR revisions to LEAs for feedback and that it was anticipated that COMAR revisions would be proposed to the IAC at their October 9 meeting.

The deadline for the LEAs to submit their Capital Improvement Programs (CIPs) to the IAC staff for review is October 4, 2018. In addition, we have recently released applications for the School Safety Grant Program, and have also requested participation in surveys regarding school safety and high performance building requirements. In light of the workload that these applications and surveys generate for the LEAs, we have extended our deadline for comment in anticipation of bringing proposed COMAR revisions to the IAC at their November 15 meeting.

Item X. A. Baltimore City Enhanced Approval Package – Patterson High School / Claremont Middle-High School

Motion:

To approve the Patterson High School #405 and Claremont Middle-High school #307 as a 10-year plan (21st Century Building Program) project and to approve the revised Enhanced Approval Package in accordance with the MOU so that the project may proceed into completion of design and construction as a replacement project for a combined capacity of 1,614 students in grades 6-12 with a proposed area of approximately 268,000 GSF, and incorporating environmental remediation measures to address adjacent site conditions.

Project Background:

The Memorandum of Understanding for the Construction and Revitalization of Baltimore City Public Schools (MOU), approved by the Board of Public Works October 16, 2013, requires the IAC or its designee to approve the project justification and the Enhanced Approval Package (EAP) for each 10-Year Plan (21st Century Building Program) school before it can proceed into further stages of design or construction. (MOU Page 15; Sections II.4.C.1 and D.1). The other signatories to the MOU must also approve the EAP.

The project justification and EAP includes 1) Request for 10-Year Plan Project Approval (MSA), IAC/PSCP Form 102.1 MSA; 2) the site specific educational specifications; 3) the final feasibility study; and 4) the concept site and building plans and elevations.

The Maryland State Department of Education received the Patterson High School / Claremont Middle-High School site specific educational specifications, final feasibility report, concept drawings and the project approval request form on May 15, 2018. The project constructs a replacement of the existing Patterson High and Claremont Schools in a single new building on the Patterson site. The EAP was revised to include the environmental remediation measures and their associated costs. MSDE presented a summary to the Designees on October 4, 2018 and they recommended approval.

Proposed Scope of Work:

The proposed area is 267,711 gross square feet (gsf). The proposed State Rated Capacities are 1,444 students for Patterson and 170 students for Claremont. The existing Patterson building, 303,582 gsf, will be demolished. The future use of the Claremont facility is not yet determined. The targeted project budget is \$111 million, an increase of \$16 million from the previously approved budget of \$95 million.

Projected Enrollment and Utilization:

The projected SRC will be a total of 1,614, with a total of 1,444 students at Patterson and 170 students at Claremont. The projected total enrollment is approximately 1,450 students. The utilization is projected to be at least 90%.

Item X. B. Baltimore City Enhanced Approval Package – #237 Highlandtown Elementary/ Middle School

Motion:

To approve Highlandtown Elementary/ Middle School #237 as a 10-year plan (21st Century Building Program) project and to approve the Enhanced Approval Package in accordance with the MOU so that the project may proceed into design as an addition project to increase the capacity of the school from 536 students to 914 students in grades Pre-K through 8 with an addition area of up to 35,140 gross square feet.

Project Background:

The Memorandum of Understanding for the Construction and Revitalization of Baltimore City Public Schools (MOU), approved by the Board of Public Works October 16, 2013, requires the IAC or its designee to approve the project justification and the Enhanced Approval Package (EAP) for each 10-Year Plan (21st Century Building Program) school before it can proceed into further stages of design or construction. (MOU Page 15; Sections II.4.C.1 and D.1). The other signatories to the MOU must also approve the EAP.

The project justification and EAP includes 1) Request for 10-Year Plan Project Approval (MSA), IAC/PSCP Form 102.1 MSA; 2) the site specific educational specifications; 3) the final feasibility study; and 4) the concept site and building plans and elevations.

The Maryland State Department of Education received the Highlandtown Elementary/ Middle School site specific educational specifications, final feasibility report, concept drawings and the project approval request form on August 14, 2018. The project will consolidate the middle school classrooms into their own wing and improve the science facilities. The southeast area of Baltimore City is experiencing increasing population and this project will partially address the need for seats in this area. MSDE presented a summary to the Designees on October 4, 2018 and they recommended approval.

Proposed Scope of Work:

The project consists of demolition of 6,445 gross square feet and additions of up to 35,140 gross square feet to house grades 6-8 and provide current science facilities. The projected state rated capacity (SRC) would increase from 536 to 914 students. The targeted project budget is \$19 million.

Projected Enrollment and Utilization:

The projected SRC will be a total of 914 and the target utilization rate is 90%. Increasing population in the area and overcrowding at the subject and adjacent schools support attainment of the utilization.

Item X. C. Baltimore City Enhanced Approval Package – #27 Commodore John Rodgers Elementary/ Middle School

Motion:

To approve Commodore John Rodgers Elementary/ Middle School #27 as a 10-year plan (21st Century Building Program) project and to approve the Enhanced Approval Package in accordance with the MOU so that the project may proceed into design as an addition project to increase the capacity of the school from 619 students to 1,044 students in grades Pre-K through 8 with an addition area of up to 49,084 gross square feet.

Project Background:

The Memorandum of Understanding for the Construction and Revitalization of Baltimore City Public Schools (MOU), approved by the Board of Public Works October 16, 2013, requires the IAC or its designee to approve the project justification and the Enhanced Approval Package (EAP) for each 10-Year Plan (21st Century Building Program) school before it can proceed into further stages of design or construction. (MOU Page 15; Sections II.4.C.1 and D.1). The other signatories to the MOU must also approve the EAP.

The project justification and EAP includes 1) Request for 10-Year Plan Project Approval (MSA), IAC/PSCP Form 102.1 MSA; 2) the site specific educational specifications; 3) the final feasibility study; and 4) the concept site and building plans and elevations.

The Maryland State Department of Education received the Commodore John Rodgers Elementary/ Middle School site specific educational specifications, final feasibility report, concept drawings and the project approval request form on August 14, 2018. The project will consolidate the middle school classrooms into their own wing and improve the science facilities. The southeast area of Baltimore City is experiencing increasing population and this project will partially address the need for seats in this area. MSDE presented a summary to the Designees on October 4, 2018 and they recommended approval.

Proposed Scope of Work:

The project consists of additions of up to 49,084 gross square feet to house the middle school grades and provide a properly sized gymnasium. The projected state rated capacity (SRC) would increase from 619 to 1,044 students. The targeted project budget is \$21 million.

Projected Enrollment and Utilization:

The projected SRC will be a total of 1,044 and the target utilization rate is 90%. Increasing population in the area and overcrowding at the subject and adjacent schools support attainment of the utilization.

Item X. D. Baltimore City Enhanced Approval Package – #144 James Mosher Elementary School

Motion:

To approve James Mosher Elementary School #144 as a 10-year plan (21st Century Building Program) project and to approve the Enhanced Approval Package in accordance with the MOU so that the project may proceed into design as a renovation and addition project with a projected capacity of 435 students in grades Pre-K through 2 with demolition of 5,000 gross square feet, renovation of 64,252 gross square feet, and addition of 17,000 gross square feet.

Project Background:

The Memorandum of Understanding for the Construction and Revitalization of Baltimore City Public Schools (MOU), approved by the Board of Public Works October 16, 2013, requires the IAC or its designee to approve the project justification and the Enhanced Approval Package (EAP) for each 10-Year Plan (21st Century Building Program) school before it can proceed into further stages of design or construction. (MOU Page 15; Sections II.4.C.1 and D.1). The other signatories to the MOU must also approve the EAP.

The project justification and EAP includes 1) Request for 10-Year Plan Project Approval (MSA), IAC/PSCP Form 102.1 MSA; 2) the site specific educational specifications; 3) the final feasibility study; and 4) the concept site and building plans and elevations.

The Maryland State Department of Education received the James Mosher Elementary School site specific educational specifications, final feasibility report, concept drawings and the project approval request form on August 23, 2018. The project renovates the existing building, demolishes the existing undersized gymnasium and locates a properly sized gym, improved food service and current art and science facilities in the addition. This project is a companion to the replacement of Calverton Elementary/ Middle School with a new facility to serve grades 3 through 8. MSDE presented a summary to the Designees on October 4, 2018 and they recommended approval.

Proposed Scope of Work:

The project consists of demolition of 5,000 gross square feet, renovation of 64,252 gross square feet, and addition of 17,000 gross square feet. The projected state rated capacity (SRC) is 435 students. The targeted project budget is \$26 million.

Projected Enrollment and Utilization:

The projected SRC will be a total of 435 and the projected enrollment is 353, for a utilization of 81%.

Item X. E. Baltimore City Enhanced Approval Package – #142 Robert Coleman Elementary School

Motion:

To approve Robert Coleman Elementary School #142 as a 10-year plan (21st Century Building Program) project and to approve the Enhanced Approval Package in accordance with the MOU so that the project may proceed into design as a renovation and addition project with an unchanged capacity of 314 students in grades Pre-K through 5 with renovation of the existing 45,819 gross square feet building and small additions to improve the entry sequence and community access.

Project Background:

The Memorandum of Understanding for the Construction and Revitalization of Baltimore City Public Schools (MOU), approved by the Board of Public Works October 16, 2013, requires the IAC or its designee to approve the project justification and the Enhanced Approval Package (EAP) for each 10-Year Plan (21st Century Building Program) school before it can proceed into further stages of design or construction. (MOU Page 15; Sections II.4.C.1 and D.1). The other signatories to the MOU must also approve the EAP.

The project justification and EAP includes 1) Request for 10-Year Plan Project Approval (MSA), IAC/PSCP Form 102.1 MSA; 2) the site specific educational specifications; 3) the final feasibility study; and 4) the concept site and building plans and elevations.

The Maryland State Department of Education received the Robert Coleman Elementary School site specific educational specifications, final feasibility report, concept drawings and the project approval request form on August 23, 2018. The project renovates the existing building, correcting the deficiencies of the open space concept, and provides small additions to improve the entry sequence and community access. MSDE presented a summary to the Designees on October 4, 2018 and they recommended approval.

Proposed Scope of Work:

The project consists of renovation of the existing 45,819 gross square feet building and several small additions on the front of the building. The state rated capacity (SRC) will remain 314 students. The targeted project budget is \$18 million.

Projected Enrollment and Utilization:

The SRC will remain 314 and the projected enrollment is 275, for a utilization of 88%.