

# IAC MEETING AGENDA

**Thursday, November 15, 2018**

Maryland State Department of Education Building  
State Board of Education Meeting Room, 7<sup>th</sup> 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 October 9, 2018

### Call to Order:

Dr. Karen Salmon called the meeting of the Interagency Commission on School Construction to order at 9:05 a.m.

### Members in Attendance:

Dr. Karen Salmon, State Superintendent of Schools, Chair

Denise Avara, Appointee of the Governor

Clarence Felder, Designee for Secretary Ellington Churchill, Department of General Services

Brian Gibbons, Appointee of the Speaker of the House

Barbara Hoffman, Appointee of the President of the Senate, participating via telephone

Gloria Lawlah, Appointee of the President of the Senate

Dick Lombardo, Appointee of the Governor

Secretary Robert S. McCord, Maryland Department of Planning

Todd Schuler, Appointee of the Speaker of the House

### Revisions to the Agenda

Dr. Salmon noted that several Enhanced Approval Packages (EAPs) would be added to the agenda as item X.

### Public Comment

Teresa Benson, representing CT Electrical Corp. provided public comment regarding her company's bid on certain jobs in Anne Arundel. She referred to forms created by the IAC and requested that additional information regarding Minority Business Enterprise (MBE) forms be provided. Dr. Salmon asked Ms. Benson to call the IAC staff to set up a time to meet to further discuss MBE procedures.

### I. Consent Agenda

Upon a motion by Secretary McCord and a second by Mr. Gibbons, the members voted unanimously to approve the consent agenda. Members Avara, Lawlah, and Lombardo were absent for the vote.

- A. Approval of August 30, 2018 Meeting Minutes** **Motion Carried**  
To approve the minutes of the August 30, 2018 Interagency Committee on School Construction Meeting.
- B. Approval of Contracts** **Motion carried**  
To approve contract procurement as presented.
- C. Approval of Revisions to Previously Approved Contracts** **Motion Carried**  
To approve the revisions to previously approved contract awards to accurately reflect the adjusted State participation.
- D. Approval of Revisions to Previously Approved Property Transfers** **Motion Carried**  
To approve the revisions to previously approved items.
- E. Approval of Easements** **Motion Carried**  
To approve the conveyance by the respective Boards of Education of the easements specified in the table presented.

**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 Carried**

Mr. Gorrell briefly explained the Baltimore City request and introduced Jamie Bridges, Project Manager for the Interagency Commission on School Construction. Mr. Bridges noted that the request allows Baltimore City to move forward with eight projects, and was a collaborative effort between Staff of the IAC and of City Schools. Seven of the projects are mission-critical. In response to questions from the Commission, Mr. Bridges noted that projects were rescinded for a variety of reasons, including the impact of partial funding in prior year CIPs and because of issues with estimating projects, particularly because Baltimore City does not complete design until fully funded, meaning estimates are based upon a general scope rather than a specific design. Mr. Bridges noted that IAC staff has met with Baltimore City and learned that the auditors for City Schools had prohibited the use of funds for design prior to full allocation because they followed state procedures that are not applicable to them. IAC staff worked with the Department of Budget and Management to provide clarification that there are no restrictions known to DBM disallowing the use of local funding for design prior to receiving State funding of capital projects.

Upon a motion by Mr. Schuler and a second by Secretary McCord, the IAC voted unanimously 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.

Ms. Lawlah was absent for the vote.

**III. Educational Specification Workgroup Appointments** **Motion Carried**

Mr. Gorrell directed the IAC to documents in the agenda detailing tasks of the Educational Specification workgroup, including considering costs per square foot and state rated capacity calculations, to develop clear information for measuring and to pass that information on to the Funding Workgroup, beginning its work around May of 2019. Preliminary information from the Statewide Assessment will also be available.

Appointments have been made by the Speaker of the House and the President of the Senate as required by Statute. Mr. Gorrell recommended additional members for appointment by the IAC as required by HB 1783.

Upon a motion by Mr. Schuler, with a second by Ms. Avara, the IAC voted unanimously to appoint members of the Workgroup on Educational Development Specifications as identified in the agenda item. Ms. Lawlah was absent for the vote.

**IV. Change Order Transition Policy and Administrative Procedures Guide Revisions Motion Carried**

Ms. Spivey, Director of Fiscal Services for the IAC, stated that the item would enact a transitional policy to hold harmless LEAs counting on eligibility review of change orders by DGS for projects approved in the FY 2019 Capital Improvement Plan (CIP) or earlier by allowing distribution of associated eligible funding if available in a project allocation. LEAs that do not wish to have change orders reviewed have the option to revert their contingency immediately, and to assign the contingency amount to other eligible projects in the current fiscal year or following fiscal year. This item further addresses the change in construction change order procedures as required by HB 1783.

Upon a motion by Mr. Schuler with a second by Mr. Lombardo, the IAC voted unanimously 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. Ms. Lawlah was absent for the vote.

**V. FY 19 Nonpublic Aging Schools Program Motion Carried**

Fred Mason, Chief, School Facilities Branch, Maryland State Department of Education, stated that approval of the item would allow for the release of applications for \$3.5 million based upon set criteria so that nonpublic aging schools can begin applying for funds, with applications due by December and allocations made in 2019, typically by March. In response to questions from the Commission, Mr. Mason clarified that the criteria and funding were included in the budget bill, and staff has developed procedures to administer the funds. Mr. Mason also clarified that although the maximum per school is \$100,000, in recent years the actual maximum has been lower based upon pro-rated amounts as required by law. The application is available on the IAC website at <http://iac.maryland.gov>. A commission member asked what percentage of schools are 50 years old or older. Staff did not have the information readily available but will distribute the answer to the IAC members.

Upon a motion by Mr. Lombardo and a second by Mr. Schuler, the IAC voted unanimously to approve and release the applications for the FY 19 Nonpublic Aging Schools 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. Ms. Lawlah was absent for the vote.

- VI. FY 19 Nonpublic Aging School Program Safety Improvements (NPSI) Motion Carried**
- Mr. Mason explained that the NPSI has the same threshold criteria but with different funding distribution criteria, with a minimum of \$5,000 and a maximum of \$65 per student, with an option to increase to \$85 per student when at least 20% of the students are available for free and reduced meals.
- Upon a motion by Secretary McCord, with a second by Ms. Avara, the IAC voted unanimously 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.
- VII. Facility Status Changes Motion Carried**
- Michael Bayer, Manager, Infrastructure and Development, Maryland Department of Planning, explained that this property has never been a school and has never been used for educational purposes, despite ownership by the Board of Education.
- Upon a motion by Mr. Gibbons, with a second by Secretary McCord, the IAC voted unanimously 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.
- VIII. Approval of Annual Maintenance of Maryland's Public School Buildings Report Motion Carried**
- Joan Schaefer, Deputy Director for the IAC, introduced the 12<sup>th</sup> edition of the annual maintenance report. Upon approval of the IAC, staff will release the report to the Department of Budget and Management and the Governor's Legislative Office for their review and then be published. The school ratings for each LEA can be affected by the sample of schools for assessment and to some extent, by the age of the school. Slightly fewer schools were assessed than normal due to a new policy to not inspect schools less than two years old, and also due to staff turnover. Ms. Schaefer noted that one school, Frederick Douglass High School in Baltimore City, was inadvertently omitted from Table C and would be corrected prior to distribution of the report. In response to questions from the Commission, IAC staff intends to study the required semi-annual roof inspections in order to determine if less frequent roof inspections would be sufficient. Staff noted that roof failures are particularly detrimental to school facilities. In response to questions about rating classifications, such as poor, adequate, and not adequate, Ms. Schaefer explained that each category is rated, but is also weighted, and there is a formula that determines the school's overall rating.
- Upon a motion by Mr. Lombardo, with a second by Mr. Gibbons, the IAC voted unanimously to approve the final draft of the FY 2018 Report, *Maintenance of Maryland's Public School Buildings*, dated October 9, 2018.
- IX. COMAR Revisions Update Information Only**
- Cassandra Viscarra, Programs Support Administrator for the IAC, noted that at the August 30 Meeting it was anticipated that COMAR revisions would be brought for approval to the October 9 meeting of the IAC. Due to several other requests for information from the LEAs, additional time was needed for the LEAs

to offer feedback on the proposed revisions. The deadline was extended and staff anticipates bringing proposed revisions to the IAC for preliminary approval at their November 15, 2018 IAC meeting.

**X. Baltimore City Enhanced Approval Packages (EAPs)**

- |   |                                       |
|---|---------------------------------------|
| <b>A. Patterson High School/Claremont Middle-High School</b>  | <b>Deferred until Nov. 15 Meeting</b> |
| <b>B. #237 Highlandtown Elementary/Middle School</b>          | <b>Deferred until Nov. 15 Meeting</b> |
| <b>C. #27 Commodore John Rodgers Elementary/Middle School</b> | <b>Deferred until Nov. 15 Meeting</b> |
| <b>D. #144 James Mosher Elementary School</b>                 | <b>Deferred until Nov. 15 Meeting</b> |
| <b>E. #142 Robert Coleman Elementary School</b>               | <b>Deferred until Nov. 15 Meeting</b> |

Mr. Mason explained that EAPs are for schools in the 21<sup>st</sup> Century Schools Program, which is jointly administered by four partners, including the IAC, the Maryland Stadium Authority (MSA), Baltimore City Schools, and Baltimore City government. EAPs must be approved by all four partners for every 21<sup>st</sup> Century Schools Program project. The revised Patterson High School/Claremont Middle-High School EAP reflects the cost of environmental mitigation measures. Arsenic and chromium were discovered in the soil during design and mitigation measures were recommended, including removal and replacement of top soil and an underslab ventilation system in the building. Mitigation measures add approximately \$16 million to the project cost.

In response to questions from the Commission, Mr. Mason explained that the majority of the increased cost is due to time delays, with only approximately \$6 million of the total \$16 million being for actual mitigation work. In order to mitigate, a foot of soil will be removed from the entire site and replaced with new soil.

Regarding all EAPs, Mr. Mason clarified that EAPs occur prior to schematic design. There are no subsequent IAC approvals for 21<sup>st</sup> Century Building Program projects. Upon approval of the EAP, the IAC is approving the project scope and proposed cost as well. The funding stream for these projects comes from bonds issued by the Maryland Stadium Authority with repayment split between the State, Baltimore City Public Schools, and the City of Baltimore. The 21<sup>st</sup> Century School Buildings Program does not impact the regular Baltimore City Capital Improvement Program (CIP) requests. If the Commission does not approve an EAP, there is a dispute resolution process outlined in the Memorandum of Understanding that must be followed, involving the four partners of the MOU. The Commission questioned whether or not the MOU needs to be amended as the Interagency Committee on School Construction has become the Interagency Commission on School Construction. The Chair requested that the IAC's legal counsel look at the MOU and come back to the November meeting of the IAC. In order to allow time to fully understand the requests and the role of the IAC in the 21<sup>st</sup> Century Building Program, the Commission deferred approval of the EAPs until their November meeting. Staff will return with additional information regarding potential for federal funding and specific information regarding soil contamination. Commission members also requested that comparable metrics also be included in future items for consideration, such as cost per student, cost per square foot, etc.

**Adjournment:**

The second session of the Interagency Commission on School Construction was adjourned at 10:25 a.m.

**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>
<b><u>Anne Arundel County</u></b>				
1.	Glen Burnie Park Elementary PSC #02.073.19 LPC Addition/Renovation - Contract #1 (2 contracts)	<b>\$7,005,800</b>	\$3,139,000	\$3,866,800
	1 - Tech Contracting, Inc.	\$6,843,850		
	2 - Electrical Automation Services, Inc. (EASI)	\$161,950		
<hr/>				
<b><u>Prince George's County</u></b>				
2.	Forest Heights Elementary PSC #16.120.17 SR Systemic Renovation - Window Replacement Clyde McHenry, Inc.	<b>\$1,150,652</b>	\$646,000	\$504,652
<hr/>				
<b><u>Baltimore City</u></b>				
3.	#138 Harriet Tubman Elementary PSC #30.150.12SA SR Systemic Renovation - UST Replacement Kalyani Environmental Solutions, Inc.	<b>\$188,000</b>	\$188,000	\$0
<hr/>				
<b>Summary Totals</b>				
<b>Total Projects: 3</b>	<b>Total Contracts: 4</b>	<b>\$8,344,452</b>	<b>\$3,973,000</b>	<b>\$4,371,452</b>

**APPROVAL OF CONTRACTS**

LEA: Anne Arundel County

PSC No 02.073.19 LPC

Project Name: Glen Burnie Park Elementary

Bid Opening: 8/9/18

Project Type: Addition/Renovation

Scope of Work: Contract #1 (2 contracts)

Basis for Award of Contract: base bid plus alts. 2 - 5 and proposal dated 8/7/18 utilizing contract #15CN-060

Basis of Funding: 50% of eligible base bid plus alts. 2 - 5 and proposal up to the amount of maximum allocation

Local Funds: \$3,866,800

State Funds: \$3,139,000

Total Contract: \$7,005,800

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>
1	Tech Contracting, Inc.	\$6,843,850
2	Electrical Automation Services, Inc. (EASI)	\$161,950
		<u><u>\$7,005,800</u></u>

- Notes:** 1) Addition of 17,363 sf gymnasium, media services and art program and renovation of 6,922 sf for the music program, for a total enrollment of 614 students.  
 2) Prevailing wage rates apply to this contract.  
 3) All change order are Local responsibility; change orders are not required to be submitted to the State for review.  
 4) Final State funding is evaluated at time of project Close-Out.

IAC Approval Date:

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**APPROVAL OF CONTRACTS**

LEA: Prince George's County

PSC No 16.120.17 SR

Project Name: Forest Heights Elementary

Bid Opening: 5/3/18

Project Type: Systemic Renovation

Scope of Work: Window Replacement

Basis for Award of Contract: base bid

Basis of Funding: 63% of eligible base bid up to the amount of maximum allocation

Local Funds: \$504,652

State Funds: \$646,000

Total Contract: \$1,150,652

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>
	Clyde McHenry, Inc.	<u>\$1,150,652</u>
		<u><b>\$1,150,652</b></u>

- Notes: 1) Replacement of 72 1958/1979 windows.  
2) Prevailing wage rates apply to this contract.  
3) Ineligible Contingency Allowance (\$100,000).  
4) Low bidder (Thomas Construction Group, LLC) rejected for bid not being inclusive of all scope of work per project drawings and specifications.

IAC Approval Date:

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**BID TABULATION: IFB #DCP18-01 Forest Heights ES Windows Replacement**

<b>Due Date: May 3, 2018</b> <b>Due Time: 2:00 PM</b>	<b>Clyde McHenry</b>	<b>Thomas Construction Group LLC</b>
<b># Bids Received: 2</b>	1	2
<b>Total Base Bid Project Cost for All General Construction</b>	\$1,150,652.00	\$691,000.00
Alternates - Not Applicable	n/a	n/a
<b>Total Base Bid</b>	<b>\$1,150,652.00</b>	<b>\$691,000.00</b>
<b>Verify Bid Attachments "X"</b>		
1. Two (2) Original Bid Forms	X	X
2. Two (2) Bid Security	X	X
3. Two (2) Anti-Bribery Affidavit	X	X
4. Two (2) Copies of valid Business License	X	X
5. Two (2) Attachment A – Certified Minority Business Enterprise Utilization and Fair Solicitation Affidavit	X	X
6. Two (2) Attachment B – MBE Participation Schedule	X	X

**APPROVAL OF CONTRACTS**

LEA: Baltimore City

PSC No 30.150.12SA SR

Project Name: #138 Harriet Tubman Elementary

Bid Opening: 5/3/18

Project Type: Systemic Renovation

Scope of Work: UST Replacement

Basis for Award of Contract: base bid utilizing contract #BCS-16028

Basis of Funding: Supplemental Appropriation

Local Funds: \$0

State Funds: \$188,000

Total Contract: \$188,000

State Contingency for Change Orders: \$4,700

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:	<u>30.150.2012 SA</u>	<u>\$57,300</u>
Increase Contingency Amount:	<u>40.009.2012</u>	<u>\$57,300</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Kalyani Environmental Solutions, Inc.	<u>\$188,000</u>
		<u><b>\$188,000</b></u>

- Notes: 1) Removal and disposal of failed tank, piping and impacted soils with a code compliant 6,000 gallon replacement UST system.  
2) Final adjustment of State's participation shall be made at project closeout.

IAC Approval Date:

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

**Contract: Harriet Tubman #138 aka Roots and Branches UST**

Proposals Received						
No.	Company Name	Addendum(s)	Proposal Forms	Insurance	MBE & WBE Forms	Total Lump Sum Price
1	Kalyani Environmental Solutions, LLC					\$188,000.00 ✓
2	Total Environmental Concepts					\$199,877.00
3						
4						
5						
6						
7						
8						
9						
10						

**Item I. C. Completed Project Allocation Reversions**

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**Motion:**

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

**Background Information:**

The projects below are ready to be closed out but have small balances remaining. In order to fully close the project, staff recommends that the IAC approve the reversion of the unused balances as identified below.

**Project Information:**

<b><u>Project Name</u></b>	<b><u>Project Number</u></b>	<b><u>Amount</u></b>
<b><u>ANNE ARUNDEL COUNTY</u></b>		
Glen Burnie Park Elementary	02.073.2014	\$ 445
Waugh Chapel Elementary	02.102.2013	28,056
		<hr/>
		<b>\$ 28,501</b>
<b><u>CAROLINE COUNTY</u></b>		
Col. Richardson High	05.004.2018	\$ 84,683
		<hr/>
		<b>\$ 84,683</b>
<b><u>FREDERICK COUNTY</u></b>		
Hillcrest Elementary	10.039.2017	\$ 4,850
Urbana High	10.048.2017	4,388
		<hr/>
		<b>\$ 9,238</b>
		<hr/>
	<b>Total Reversion:</b>	<b>\$ 122,422</b>
		<hr/>

**Item I. D. Approval of Accounting Adjustments – Closed Projects**

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**Motion:**

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

**Background Information:**

The projects identified below are complete and closed out. IAC recommends that the IAC approve the closeouts. Action by the IAC allows the projects to be removed from the active project detailed financial report.

**Project Information:**

<u>Project Name</u>	<u>Project Type</u>	<u>Approved Contracts Form 306.6</u>	<u>Final Project Cost</u>
<u>ANNE ARUNDEL COUNTY</u>			
1. Glen Burnie Park Elementary 02.073.2014	K Addition	888,555	<u>\$ 888,555</u>
2. Jacobsville Elementary 02.091.2015	K Addition	865,409	<u>\$ 865,409</u>
3. Waugh Chapel Elementary 02.102.2013	Gym Addition	755,944	<u>\$ 755,944</u>
<u>CAROLINE COUNTY</u>			
2. Col. Richardson High 05.004.2018	Roof	1,620,538	<u>\$ 1,620,538</u>
<u>FREDERICK COUNTY</u>			
3. Hillcrest Elementary 10.039.2017	Windows/Doors	193,984	<u>\$ 193,984</u>
4. Urbana High 10.048.2017	Lighting	175,523	<u>\$ 175,523</u>
<u>MONTGOMERY COUNTY</u>			
5. Benjamin Banneker Middle 15.022.2011	HVAC	306,000	<u>\$ 306,000</u>

**BALTIMORE CITY  
PUBLIC SCHOOLS**



# Program Overview for Baltimore City School Construction



**IAC PRESENTATION/DISCUSSION**

**MEMORANDUM OF UNDERSTANDING  
BALTIMORE CITY PUBLIC SCHOOLS CONSTRUCTION  
AND REVITALIZATION ACT OF 2013**

**MARYLAND STADIUM AUTHORITY**

# Agenda

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- **Presenters**

- Gary McGuigan – Senior VP, MSA
- Eric Johnson- VP, MSA
- Bruce Benshoof- OAG





# Program Origins and Background

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The “Jacobs Report” released in June 2012 identified the following:

- Enrollment in Baltimore City Public Schools (BCS) peaked at approximately 193,000 students in 1969, but had declined to approximately 84,000 students by 2012
- 194 school facilities (including 6 special education facilities and 32 charter schools), utilizing 65% of available space
- Oldest average age of square footage inventory at 39 years old vs. 27 years old average statewide:
  - 23% built before 1946.
  - 69% in very poor condition.

Development of BCS 10-Year Plan based on the Jacobs Report:

- Approved by Baltimore City Board of School Commissioners on January 8, 2013
- Close, renovate, or replace all of its school buildings (excluding the 32 charter schools) in 10 years
- Proposed financing by creating a new City School Construction Authority that would have authority to issue bonds and build schools backed by a guaranteed stream of income



# Program Origins and Background *(cont)*

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### The Schools Construction Act of 2013 and pursuant Memorandum of Understanding (MOU)

- Instead of creating a new authority, the General Assembly decided to have the Maryland Stadium Authority manage the financing and renovation and/or replacement of a portion of BCS facilities included in the 10-Year Plan
- Once fully implemented, the Act provided a revenue stream of at least \$60 million per year contributed from the State, Baltimore City, and BCS:
  - State – \$20 million from lottery revenues.
  - BCS – \$20 million from BCPS allocation of the General State School Fund.
  - Baltimore City – \$20 million (or more):
    - \$10 million from BCPS allocation of the General State School Fund (credited to Baltimore City as coming from the amount of the GSSF allocation resulting from the retiree health costs paid for by the City)
    - At least \$10 million from revenues from the Baltimore City beverage container tax, 10% of the participation rent paid to the City by the operator of the Horseshoe Casino, and 2.5% of the table game proceeds of the Horseshoe Casino.
- The Act provides the state the ability to intercept sufficient amount from City income taxes if the above revenues are less than \$10 million.



# Program Origins and Background *(cont)*

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- MSA was authorized to issue up to \$1.1 billion in bonds backed by the revenue stream in order to accomplish as much of the BCS 10-Year Plan as possible.
- Required a Memorandum of Understanding among IAC, MSA, BCS, and Baltimore City.
- The Act enumerated 16 subject areas that were required to be covered in the MOU, inclusive of a specific parameters for each party's roles, rights and responsibilities for projects under the program. The legislature set a deadline for the parties to reach agreement, and further required approval by the BPW before it could take effect. BPW approval was obtained on October 16, 2013.



# MOU Partnership

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- › Maryland Stadium Authority
- › Baltimore City Public Schools
- › Baltimore City Government
- › Interagency Committee on School Construction



Memorandum of Understanding (MOU) outlining the roles and responsibilities is available at the new schools program website: [www.baltimore21stcenturyschools.org](http://www.baltimore21stcenturyschools.org)

# Oversight & Implementation

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## **Executive Committee**

- Each agency has one vote with rotating Chairmanship
- Meets quarterly
- Compliant with Open Meetings Act
- Administers MOU

## **Collaborative Group**

- Representatives from Baltimore City, City Schools, and MSA
- Job training
- Local hiring
- MBE

## **Coordinating Committee**

- Representatives from Baltimore City, City Schools, and MSA
- Chaired by Baltimore City
- Maximizes recreational opportunities and community revitalization
- Meets quarterly

## **STAT Committee**

- Each agency represented
- Chaired by MSA
- Reports on key areas of program
- Meets quarterly after design begins

# MSA Role



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- Leverage \$60 million annually for 30 year tax exempt financing with an outstanding cap of \$1.1 billion of MSA borrowing for the program
- Establish, approve, and monitor all budgets for the program
- Procure all design, construction, and associated consultant contracts for the program
- MSA Board approval for all procurements, contracts, and change orders associated with the program
- BPW approval of all design contracts, construction contracts, and bond issuances
- Provide project management and contract administration of all projects
- Approve and issue all payments related to the program
- Procure, monitor, and administer the program according to state policies related to MBE and Prevailing Wage
- Obtain, monitor, and administer workforce development commitments during construction for local labor participation and new hires
- Chair the Stat committee and report on budget, payments, change orders, MBE, and schedule

# IAC Role



9

- Review/Comment on the Comprehensive Educational Facilities Master Plan
- Approve the Comprehensive Maintenance Plan and the individual Building Maintenance Plans
- Oversee and monitor adherence to BCS Utilization Rate Targets
- Considers progress toward Maintenance Performance Metrics and Utilization Rate Targets in project recommendations for the annual CIP and the 21st Century Program
- Approve the educational specifications for schools
- Review/Comment on school feasibility studies
- Approve project justification and Enhanced Approval Package (EAP), which includes the feasibility study, educational specifications, and preliminary conceptual and schematic design elements



# IAC Role *(cont)*

10

- In its discretion, but only prior to commencement of construction, IAC may rescind approval of a project if there is a material change in (i) enrollment projections, (ii) educational programs, (iii) surplusings of adjacent schools, or (iv) utilization rates upon which the prior approval was granted
- Review and comment on design submissions up to 100% Design Development phase (ensuring design meets the educational specifications approved in the EAP)
- Develop procedures to record close-out of projects under the program (program projects may differ from PSCP closeout of CIP projects)
- During subsequent annual maintenance inspections, review BCS compliance with the individual school's BMP



# MOU Executive Committee Partners

11

- Sign off on the project after the subsequent submissions and approvals of the Enhanced Approval Package (EAP)
- Approval includes feasibility study, educational specifications, preliminary schematic design and budget
- Conduct annual Public Forum to update all interested parties



# Program Status/Successes

12

- **Program Project Delivery**
  - 9 schools opened
  - 5 schools under construction
  - 5 schools in design
  - 9 schools in planning or procurement phase
- **Construction Costs tracking below budget**
  - MSA/BCS continuously work during design to gain building efficiencies
  - Project delivery process allows for Value Engineering (VE) through all stages of design
  - Program established VE/best practices and implemented as baseline for future project delivery where applicable
  - All program administration performed under central project management software system
- **Program Funding- Bonds 90% issued with deadlines; avoids arbitrage**
  - Series I- \$386m total (\$320m par/\$66m premium)
  - Series II-\$496m total (\$426m par/\$70m premium)



# Program Status/Successes *(cont)*

13

- **Schedule-** Program remains on schedule for substantial completion in 2021
- **Increased reductions of under-utilized inventory and high maintenance cost impact closings**
  - City Schools added 300,000 sq ft of additional inventory to be closed
  - Future maintenance costs will be reduced
- **High Efficiency Buildings/LEED**
  - All projects required LEED silver or better
  - 5 projects LEED Gold Certification; 4 projects LEED Silver
- **Established and implemented an Owners Controlled Insurance Program (OCIP)**
  - Single source of coordinated coverage
  - Savings/Cost Avoidance
  - Added Project Safety
  - Assist with local/small business participation
- **Procured and implemented a Computerized Maintenance Management System (CMMS) to increase efficiency and reporting capabilities**



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

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### **Motion:**

To approve Highlandtown Elementary/ Middle School #237 as a 10-year plan (21<sup>st</sup> 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.

Funding for 21<sup>st</sup> Century Building Program projects is derived from revenue bonds issued by the Maryland Stadium Authority. Repayment of the bonds is shared equally by the City of Baltimore, Baltimore City Public Schools, and the State of Maryland.

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 provide new classroom spaces for kindergarten and grades 5 through 8, and provide current fine arts and science facilities, while improving the overall flow and utility of the facility . 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, of which \$15 million is for building, site, and contingency. The remainder is for furniture, fixtures, and equipment, and other costs.

### **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.

Project Name	Project Type	GSF_EAP	SRC_EAP	Cost_EAP	ENR_EAP	UJE_EAP	Cost / SF*	Cost / Student*	SF / Student*		Cost / Student**	SF / Student**
Highlandtown EM	Addition	35,140	378	\$15,439,524	340	90%	\$439	\$40,845	93		\$45,410	103
Commodore John Rodgers EM	Addition	49,084	425	\$17,266,894	444	104%	\$352	\$40,628	115		\$38,889	111
Northwood ES	Replacement	98,091	704	\$46,182,968	542	77%	\$471	\$65,601	139		\$85,208	181
Robert W. Coleman ES	Strategic Renovation	45,819	314	\$13,499,982	275	88%	\$295	\$42,994	146		\$49,091	167
James Mosher ES	Renovation / Addition	81,252	435	\$20,812,425	353	81%	\$256	\$47,845	187		\$58,959	230
		*Calculated at SRC. Construction cost includes building, site, and contingency.									**calculated at ENR	

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

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### **Motion:**

To approve Commodore John Rodgers Elementary/ Middle School #27 as a 10-year plan (21<sup>st</sup> 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.

Funding for 21<sup>st</sup> Century Building Program projects is derived from revenue bonds issued by the Maryland Stadium Authority. Repayment of the bonds is shared equally by the City of Baltimore, Baltimore City Public Schools, and the State of Maryland.

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, of which \$17 million is for building, site, and contingency. The remainder is for furniture, fixtures, and equipment, and other costs.

### **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. Baltimore City Public Schools projects enrollment of 1,100 students in school year 2024/2025.

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

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### **Motion:**

To approve James Mosher Elementary School #144 as a 10-year plan (21<sup>st</sup> 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.

Funding for 21<sup>st</sup> Century Building Program projects is derived from revenue bonds issued by the Maryland Stadium Authority. Repayment of the bonds is shared equally by the City of Baltimore, Baltimore City Public Schools, and the State of Maryland.

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, of which \$21 million is for building, site, and contingency. The remainder is for furniture, fixtures, and equipment, and other costs.

### **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 II. E. Baltimore City Enhanced Approval Package – #142 Robert Coleman Elementary School

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### **Motion:**

To approve Robert Coleman Elementary School #142 as a 10-year plan (21<sup>st</sup> 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.

Funding for 21<sup>st</sup> Century Building Program projects is derived from revenue bonds issued by the Maryland Stadium Authority. Repayment of the bonds is shared equally by the City of Baltimore, Baltimore City Public Schools, and the State of Maryland.

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%.



## Item II. F. Baltimore City Enhanced Approval Package – #242 Northwood Elementary School

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### **Motion:**

To approve Northwood Elementary School #242 as a 10-year plan (21<sup>st</sup> 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 replacement project with a proposed State rated capacity of 704 students in grades Pre-K through 5 with an area of 98,091 gross square feet, as identified in the site specific educational specifications developed by Baltimore City Public Schools; and to add the condition that Baltimore City Public Schools will pursue boundary alignment and portfolio actions as needed to ensure that Northwood Elementary School attains and maintains the targeted enrollment of 90% of state rated capacity.

### **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 (21<sup>st</sup> 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.

Funding for 21<sup>st</sup> Century Building Program projects is derived from revenue bonds issued by the Maryland Stadium Authority. Repayment of the bonds is shared equally by the City of Baltimore, Baltimore City Public Schools, and the State of Maryland.

The Maryland State Department of Education received the Northwood Elementary School site specific educational specifications, final feasibility report, concept drawings and the project approval request form on September 12, 2018. The project replaces the existing school with a new facility on the same site. Replacement was determined to be the most effective option educationally and in terms of site utilization.

### **Proposed Scope of Work:**

The project consists of replacement of the existing 83,816 gross square feet facility with a new 98,091 gross square feet facility. The existing facility will be demolished. A separate recreation center will remain on the site. The state rated capacity (SRC) will increase from 625 to 704 students. The targeted project budget is \$59 million, of which \$46 million is for building, site, and contingency. The remainder is for furniture, fixtures, and equipment, and other costs.

### **Projected Enrollment and Utilization:**

The SRC will be 704 and the projected enrollment is 542, for a utilization of 77%. The targeted utilization is 90%. Baltimore City Public Schools has expressed that their projection methodology, which factors in systemwide enrollment declines, may overstate enrollment declines in certain areas. The current enrollment at Northwood is 661, 106% of the current SRC of 625. Most of the adjacent schools are also currently at or over capacity. The surrounding neighborhoods are stable.

## Item III. A. School Safety Survey Report

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### **Motion:**

This item is informational and does not require IAC action.

### **Background Information:**

HB 1783 created Education Article, §5-317 of the Annotated Code of Maryland, which creates the School Safety Grant Program (SSGP). The fiscal 2019 capital budget includes a \$20 million authorization to be allocated to LEAs to address safety and security needs in public schools. HB 1783 also requires the Governor to provide an additional \$10 million in the annual operating or capital budget bill, in addition to the annual amount otherwise provided in the capital improvement program, that may be used only to award grants under the SSGP.

In order for the Interagency Commission on School Construction (IAC) to have a better understanding of the highest security needs of the LEAs, and their costs to achieve, IAC staff requested LEAs and the Maryland School for the Blind (MSB) complete a short survey regarding two of the most widely considered best improvement categories to prevent casualties in the event of an attack on a school. An additional section of the survey was for LEAs to provide their highest security priorities, which may be considered by the IAC when determining the allocation of funding.

The survey included four sections, A-D. Section A requested the number of classrooms and other teaching spaces in each of the school systems and MSB. The intent of Section B was to determine the number of classrooms/teaching areas that do not yet have a combination of both doors lockable from the inside and areas of visual refuge. How areas of visual refuge are provided is up to the LEA, and can be as simple as providing blinds or shades on glass lites in or surrounding classroom doors and windows. Section C was meant to document highest communications improvement priorities, the number of schools that will be improved by each one, and the total cost system-wide for each priority. Section D was for the LEAs and MSB to identify their three highest priorities for security improvements

Instructions to LEAs were that the survey was to be specific to the school system, should be justifiable, and their highest priorities did not need to include the two improvement categories in the survey.

An attached report is provided that summarizes the survey purpose, process, results and observations, and conclusions.

## Report – 2018 School Safety Survey

**Purpose:** The 21<sup>st</sup> Century School Facilities Act (2018 Md. Laws, Chap. 14) requires the IAC to distribute grants for school security improvements. For the IAC to have a better understanding of the highest needs of the LEAs and the Maryland School for the Blind (MSB), a survey was conducted that gathered information on two of the most widely considered best security improvements for schools: secure classroom doors with areas of safe refuge within classrooms, and communication systems that improve security. School systems were also asked to identify the top three security improvement priorities.

**Process and LEA Participation:** A request was sent to the school systems to complete a survey which had 4 sections in August 2018. Requested information included:

- A. Number of classrooms and other teaching spaces
- B. Total number of classrooms or other teaching areas that do not have doors lockable from the inside and do not have an area of visual refuge out of view from the door location, and the associated total cost to provide
- C. Communication improvement projects that are the school system's 3 highest priorities, with the number of school facilities improved and the total cost.
- D. The school systems' 3 highest security improvement priorities, with the number of school facilities improved and the total cost.

Of the 24 school systems in Maryland and the MSB, two did not respond, and one did not identify highest funding priorities.

### Results and Observations:

#### **Section A – Count of Existing Classrooms**

- 47,470 Total Classrooms plus Other Teaching Areas reported

#### **Section B – Number of classrooms + other teaching areas that DO NOT have doors lockable from the inside and DO NOT have an area of visual refuge out of view from the door location**

- 21,435 classrooms/teaching areas totaling \$9.35 billion or \$436,000/classroom\*  
\*The high per classroom amount may be due to open space classroom schools that need renovation as well as some classrooms having more than one door.

#### **Section C – Highest Priority Communication Systems (totaling \$6 million):**

- |   |           |
|---|-----------|
| • Security Cameras  | 6 systems |
| • Two-Way radio communication between classrooms and administration           | 6 systems |
| • Integrated intercom and phone   | 5 systems |
| • Panic Buttons   | 2 systems |
| • "Smart" technology to coordinate within schools and with emergency response | 2 systems |
| • Bidirectional Amplifiers for Radios and Cell Signals                        | 1 system  |

#### **Section D – Highest Priority of LEAs for Security Funding (totaling \$73 million):**

- |  |            |
|--|------------|
| • Entry Vestibules                                     | 10 systems |
| • Interior Locksets                                    | 7 systems  |
| • Video Surveillance Cameras                           | 3 systems  |
| • Bidirectional Amplifiers for Radios and Cell Signals | 1 system   |
| • Enclose Classrooms in Open Space Schools             | 1 system   |

### Conclusions:

The information in this survey supports previous conclusions made by the IAC staff regarding the top security priorities of school systems, drawn from research of incidences of school violence in schools and from the knowledge of school facility staff. It also indicates there is tremendous cost associated with addressing security in schools. A more thorough study would be necessary to understand the costs submitted by the LEAs.

**Item III. B. FY 2019 School Safety Grant Program Applications Report**

**Motion:**

This item is informational and does not require IAC action.

**Background Information:**

HB 1783 created Education Article, §5-317 of the Annotated Code of Maryland, which creates the School Safety Grant Program (SSGP).

At the August 30, 2018 IAC meeting, the IAC approved staff to release an SSGP application to solicit school safety projects from LEAs and the Maryland School for the Blind (MSB) with a maximum total distribution of \$10 million of the \$20 million total FY 2019 authorization. Each LEA's allocation is a combination of their calculated distribution of \$5 million based on their proportional total enrollment as of September 17, 2017 and their calculated distribution of \$5 million based on their proportional total facility square footage as extracted from the IAC Facility Database. See Attachment II from the SSGP Administrative Procedures Guide

The IAC delegated authority to approve eligible projects within the total LEA allocation to IAC staff, with a report of project allocations submitted to the IAC at regularly scheduled meetings. Projects are to be accepted and approved on a rolling basis.

A memo was distributed to all LEAs and the Maryland School for the Blind on September 4, 2018 announcing the beginning of the application period and providing direction to access the program procedures and application via our website and to submit applications via SharePoint. The Application Period is from August 31, 2018 to April 1, 2019.

As of October 31, 2018, applications from three LEAs have been made and approved as follows:

<b>Approved Allocations</b>					
<b>PSC Number</b>	<b>LEA/MSB</b>	<b>School Name</b>	<b>Project Type</b>	<b>Amount</b>	<b>Approval Date</b>
22.015	Wicomico	Wicomico MS	Security Vestibule	\$162,000	10/22/2018
14.004	Kent	Rock Hall ES	Security Vestibule	\$22,500	10/31/2018
14.002 14.006 14.002 14.003 14.007	Kent	Galena ES Garnett ES Rock Hall ES Kent County MS Kent County HS	Security Software System	\$4,500	10/31/2018
07.037	Cecil	Holly Hall ES	Surveillance and Security Technology	\$83,000	Pending
07.111	Cecil	Thomson Estates ES	Surveillance and Security Technology	\$83,000	Pending

**Attachment II**  
**FY 2019 Interagency Commission on School Construction School Safety Grant Program**  
**Local Education Agencies Allocation**

Local Education Agencies Total Statewide Enrollment Data				Local Education Agencies Total Statewide School Facility Square Footage				FY 2019 SSGP Funding Allocation
LEA	Full Time Equivalent Enrollment	Percentage	Allocation Distribution	LEA	Total Square Footage	Percentage	Allocation Distribution	Total Allocation
Allegany	8,166	0.95%	47,000	Allegany	1,777,848	1.27%	63,000	110,000
Anne Arundel	80,350	9.33%	467,000	Anne Arundel	13,304,397	9.50%	475,000	942,000
Baltimore City	74,853	8.69%	435,000	Baltimore City	17,820,409	12.72%	636,000	1,071,000
Baltimore County	109,343	12.70%	635,000	Baltimore County	16,353,450	11.68%	584,000	1,219,000
Calvert	15,435	1.79%	90,000	Calvert	2,393,330	1.71%	85,000	175,000
Caroline	5,469	0.64%	32,000	Caroline	853,767	0.61%	30,000	62,000
Carroll	24,935	2.90%	145,000	Carroll	4,176,741	2.98%	149,000	294,000
Cecil	14,782	1.72%	86,000	Cecil	2,227,767	1.59%	80,000	166,000
Charles	26,085	3.03%	151,000	Charles	3,942,228	2.81%	141,000	292,000
Dorchester	4,526	0.53%	26,000	Dorchester	949,120	0.68%	34,000	60,000
Frederick	40,752	4.73%	237,000	Frederick	6,474,834	4.62%	231,000	468,000
Garrett	3,649	0.42%	21,000	Garrett	741,671	0.53%	26,000	47,000
Harford	36,877	4.28%	214,000	Harford	6,190,123	4.42%	221,000	435,000
Howard	55,372	6.43%	322,000	Howard	8,112,006	5.79%	290,000	612,000
Kent	1,866	0.22%	11,000	Kent	440,226	0.31%	16,000	27,000
Montgomery	156,995	18.23%	909,000	Montgomery	24,175,294	17.26%	863,000	1,772,000
Prince George's	127,013	14.75%	738,000	Prince George's	17,998,634	12.85%	643,000	1,381,000
Queen Anne's	7,536	0.88%	44,000	Queen Anne's	1,293,781	0.92%	46,000	90,000
St. Mary's	17,155	1.99%	100,000	St. Mary's	2,300,101	1.64%	82,000	182,000
Somerset	2,697	0.31%	16,000	Somerset	606,461	0.43%	22,000	38,000
Talbot	4,406	0.51%	26,000	Talbot	702,975	0.50%	25,000	51,000
Washington	21,901	2.54%	127,000	Washington	3,352,187	2.39%	120,000	247,000
Wicomico	14,341	1.67%	83,000	Wicomico	2,201,977	1.57%	79,000	162,000
Worcester	6,304	0.73%	37,000	Worcester	1,236,053	0.88%	44,000	81,000
MSB	192	0.02%	1,000	MSB	424,413	0.30%	15,000	16,000
<b>Total</b>	<b>860,998</b>	<b>100.00%</b>	<b>5,000,000</b>	<b>Total</b>	<b>140,049,793</b>	<b>100.00%</b>	<b>5,000,000</b>	<b>10,000,000</b>

Note: The enrollment data is based on the Maryland State Department of Education's September 30, 2017 enrollment data. The funding allocations are rounded to the nearest thousand and are based on the enrollment percentage. A reduction of \$3,000 after rounding has been removed for the receiver of the highest amount of funding, Montgomery County Public School System.

Note: The school facility square footage data was extracted from the IAC Facility Inventory database as of July 1, 2018 and as reported in the IAC's Managing for Results report for FY 2018. The funding allocations are rounded to the nearest thousand and are based on the square foot percentage. The facility inventory is updated annually by each Local Education Agency. Square footage for Maryland School for the Blind was

## Item IV. CIP Timeline and Process

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### **Motion:**

This item is informational and does not require IAC action.

### **Background Information:**

Education Article §5-304, Annotated Code of Maryland requires the IAC to approve a Capital Improvement Program (CIP) each year. This process typically begins around July 1 with the release of CIP instructions to the LEAs and concludes in May or June upon publication of the final State Capital Improvement Program.

The IAC is required to approve several iterations of the capital improvement program, to ensure the appropriate State flexibility while Maryland lawmakers conduct their work during each year's legislative session. Required IAC approvals include:

- Approval of 75% of the preliminary school construction allocation on or before 12/31;
- Approval of 90% of the allocation included in the capital budget by 3/1; and
- Approval of 100% of the enacted capital budget bill by 5/1.

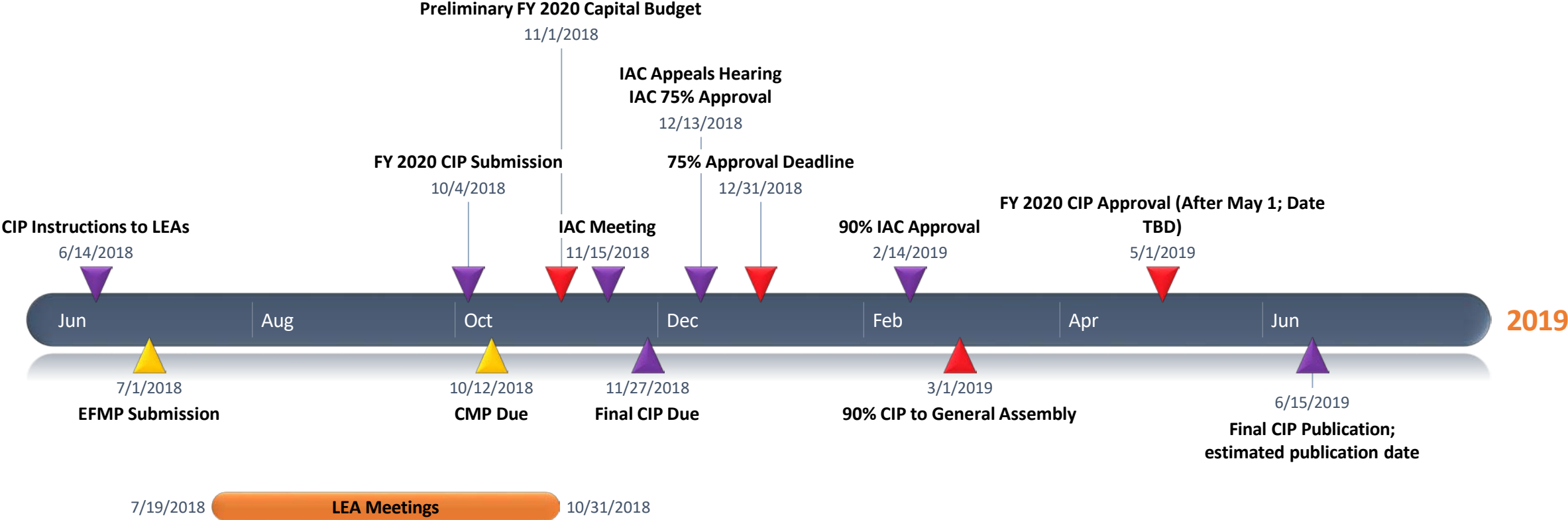
At their November meeting, the IAC receives each LEA's CIP Request Information. LEAs have until late November to submit revised requests to the IAC.

In December, LEAs attend the IAC meeting to present to the IAC project information and to appeal the funding recommendations. The IAC then modifies as necessary and approves the 75% CIP. Based upon the approval, IAC staff will produce and publish the Preliminary Capital Improvement Program, which is provided to the budget committees of the general assembly and other stakeholders. In February, the IAC approves 90% of the anticipated funding. After May 1, the IAC approves the final CIP.

Typically, grants are made roughly on a per pupil formula, with adjustments made on a case-by-case basis based upon project need, and in particular for small LEAs that are not able to generate sufficient funding for a whole project based upon a per-pupil formula.

Please see the attached FY 2020 CIP Timeline.

# FY 2020 CIP Timeline



**Abbreviation Guide**

- CIP – Capital Improvement Program
- EFMP – Educational Facilities Master Plan
- CMP – Comprehensive Maintenance Plan

Red markers indicate statutory dates  
 Purple markers indicate CIP submittals and approvals  
 Yellow markers show design requirements for CIP approval

**Item V. FY 2020 Capital Improvement Program Preliminary Recommendations**

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**Motion:**

This item is informational and does not require IAC action.

**Background Information:**

On October 4, 2018, the Interagency Commission on School Construction received FY 2020 Capital Improvement Program (CIP) requests from 24 LEAs and the Maryland School for the Blind. Throughout the summer and during the month of October, IAC staff met with each LEA to discuss upcoming projects, general issues related to procurement management, contracting, local board and government policies, maintenance, and facility conditions.

The IAC considers requests for planning approval and funding approval throughout the CIP process. Unless a project is fully funded in the same year it receives planning approval, planning approval commits the State to fund, in unspecified future years, the State share of eligible costs for a school construction project<sup>1</sup>. Funding approval commits the State to fund at least a portion of the project in the next fiscal year.

The FY 2020 Capital Improvement Program requests consist of:

	Planning Requests	Funding Requests	Amount Requested
Major Construction	47	71	\$527,182,295
Kindergarten Addition/Renovation	2	5	\$8,752,000
Systemic Renovations	0	105	\$157,514,000
Science	0	1	\$1,513,000
Relocatable	0	1	\$114,000
Total	49	183	\$695,075,295

**Next Steps:**

IAC staff will produce recommendations, taking into account changes in funding based upon the Governor’s preliminary budget, LEA revisions or clarifications to their CIP requests, and project status information. The staff recommendations will be made available to the IAC and the LEAs on or around December 3<sup>rd</sup>, and will be posted to the website for the information of the LEAs and the public.

On December 13, 2018, school systems will have the opportunity to present information to the IAC or to appeal staff recommendations. After the LEAs appeal and before December 31, 2018, the IAC is required to approve 75% of the Governor’s preliminary school construction budget.

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<sup>1</sup> Consistent with prior years, staff has not recommended projects for planning approval, except for those that are also recommended for funding approval, at the December approval stage. Rather, projects will continue to be evaluated, and IAC staff will recommend planning approvals to the IAC prior to the 100% CIP approval in May.



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A  LEA	B FY 2020 CIP Number of Project Requests		C FY 2020 CIP Requests Planning/ Funding	D LEAs 10 Year Average New Funds	E Total New Authorization Staff Recommendations	F IAC Staff 75% of New Authorization Funding Recommendations 12-13-18	G Total Contingency Recom- mendation 5-1-19	H IAC Staff Funding Recom- mendations EGRC 19 & EGRC 20 5-1-19	I 100% of Total IAC Staff Funding Recom- mendations 5-1-19	K % of Enrollment Per LEA
	Planning	Funding								
Allegany	0	3	\$ 3,034,000	\$5,184,575	\$3,034,000	\$ 2,275,500	\$ -	\$ -	\$ 3,034,000	1%
Anne Arundel	4	12	\$ 54,031,000	\$28,682,035	\$28,925,000	\$ 20,442,000	\$ 492,221	\$ 6,075,000	\$ 35,492,221	9%
Baltimore County	13	27	\$ 165,515,000	\$30,958,616	\$30,919,000	\$ 23,180,000	\$ -	\$ 8,267,000	\$ 39,186,000	10%
Calvert	0	3	\$ 1,938,000	\$6,686,438	\$1,938,000	\$ 1,455,000	\$ -	\$ -	\$ 1,938,000	2%
Caroline	0	1	\$ 13,845,000	\$1,856,843	\$13,845,000	\$ 9,344,500	\$ -	\$ -	\$ 13,845,000	1%
Carroll	0	5	\$ 8,470,000	\$5,886,563	\$6,847,000	\$ 5,317,000	\$ 242,000	\$ -	\$ 7,089,000	3%
Cecil	0	1	\$ 4,000,000	\$4,003,740	\$3,213,000	\$ 2,213,000	\$ 786,762	\$ -	\$ 3,999,762	2%
Charles	2	10	\$ 38,815,000	\$10,700,000	\$15,968,000	\$ 11,981,000	\$ -	\$ -	\$ 15,968,000	3%
Dorchester	0	4	\$ 4,391,000	\$4,045,462	\$4,391,000	\$ 3,294,000	\$ -	\$ -	\$ 4,391,000	1%
Frederick	3	10	\$ 22,643,000	\$17,766,683	\$17,976,991	\$ 13,750,600	\$ 97,376	\$ -	\$ 18,074,367	5%
Garrett	0	3	\$ 1,724,000	\$201,490	\$1,476,000	\$ 1,177,000	\$ 94,000	\$ -	\$ 1,570,000	0%
Harford	0	5	\$ 12,099,000	\$12,159,052	\$11,159,000	\$ 9,074,000	\$ 940,336	\$ -	\$ 12,099,336	4%
Howard	1	5	\$ 16,006,000	\$19,707,709	\$10,189,285	\$ 7,747,285	\$ -	\$ 5,816,715	\$ 16,006,000	6%
Kent	1	3	\$ 1,485,000	\$142,333	\$1,485,000	\$ 1,113,000	\$ -	\$ -	\$ 1,485,000	0%
Montgomery	18	23	\$ 115,421,000	\$34,601,018	\$34,499,715	\$ 28,119,715	\$ 364,170	\$ 11,869,000	\$ 46,732,885	17%
Prince George's	6	12	\$ 73,834,000	\$29,258,516	\$11,253,000	\$ 6,789,000	\$ 10,034,185	\$ 12,539,000	\$ 33,826,185	15%
Queen Anne's	0	3	\$ 673,000	\$2,578,721	\$651,744	\$ 505,000	\$ 21,256	\$ -	\$ 673,000	1%
St. Mary's	0	6	\$ 7,510,000	\$4,665,301	\$4,507,400	\$ 3,383,400	\$ 104,600	\$ -	\$ 4,612,000	0%
Somerset	0	1	\$ 3,161,000	\$5,461,195	\$3,156,865	\$ 2,371,000	\$ 4,135	\$ -	\$ 3,161,000	2%
Talbot	0	1	\$ 12,707,000	\$961,820	\$8,300,000	\$ 6,225,000	\$ -	\$ -	\$ 8,300,000	1%
Washington	0	4	\$ 13,678,000	\$7,350,459	\$12,154,000	\$ 9,379,000	\$ 60,991	\$ -	\$ 12,214,991	3%
Wicomico	0	3	\$ 14,167,000	\$9,229,592	\$12,709,000	\$ 9,639,000	\$ -	\$ -	\$ 12,709,000	2%
Worcester	0	1	\$ 4,336,000	\$1,005,585	\$4,336,000	\$ 3,252,000	\$ -	\$ -	\$ 4,336,000	1%
Baltimore City	1	36	\$ 85,253,000	\$29,574,834	\$29,066,000	\$ 21,973,000	\$ -	\$ -	\$ 29,066,000	12%
MD School for the Blind	0	1	\$ 16,339,295	\$8,727,683	\$8,000,000	\$ 6,000,000	\$ -	\$ -	\$ 8,000,000	
Design Review Outsourcing	0	0	\$ -				\$ -	\$ -	\$ -	
<b>Totals</b>	<b>49</b>	<b>183</b>	<b>\$ 695,075,295</b>	<b>\$281,396,264</b>	<b>\$280,000,000</b>	<b>\$ 210,000,000</b>	<b>\$ 13,242,032</b>	<b>\$ 44,566,715</b>	<b>\$ 337,808,747</b>	<b>100%</b>
	<b>232</b>									

Notes:

(1)The overall funding amounts for each of the funding sources may change depending on CIP issues being resolved, the amount of the governor's preliminary capital budget allocation and the actual Enrollment Growth & Relocatable Repair appropriation approved by the Maryland General Assembly during the FY 19 Legislative Session.

# "INFORMATIONAL ONLY"

## Item VI. A. Site Approval – Frederick County Public Schools - Hamptons West Development School Site

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### **Motion:**

To approve the use by the Frederick County Board of Education (FCBOE) of 15.0 acres on Gas House Pike, a half-mile east of McKaig Road (at Tax Map 69, Parcel 202), for the construction of a future elementary school to serve the eastern portion of Frederick County, in the Hamptons West neighborhood, part of the Lake Linganore Planned Unit Development project; adhering to the actions identified in the state clearinghouse review, state identifier MD20180917-0794.

### **Background:**

The Frederick County Board of Education (FCBOE) requests site approval for the Hamptons West Elementary School site. This school will be located on a Gas House Pike about a half mile east of McKaig Road east of the City of Frederick (Tax Map 69, Parcel 202).

The property is owned by Oakdale Investments, LLC and is known as the Hamptons West development site. The dedication of an elementary school site was a condition of Frederick County's development approval of the Lake Linganore Planned Unit Development (PUD) project, which is proposed to have 450 residential units at buildout and is currently served by Deer Crossing Elementary School, as well as to relieve overcrowding at Oakdale, New Market, Green Valley, Centerville and Liberty elementary schools. The new school is anticipated to open in the fall of 2022.

Primary access to the site will be from Eaglehead Drive, a future collector road. The site also will have access to the future Merle Court. FCPS is planning an elementary school to accommodate 725 students in kindergarten through grade 5. The design capacity is also 725.

The Frederick County Board of Education approved the site on August 27, 2014. The Board of Education does not hold a contract on the property; however, the developer is dedicating the site to the Board of Education as a condition of development approval and in accordance with a Memorandum of Understanding dated August 27, 2014. No condemnation is required.

State Clearinghouse review was completed in October 2018.

### Land Use and Infrastructure

- The site is in the County's PFA.
- Current zoning is Planned Unit Development (PUD).
- The site is located within a planned public water service area and has a classification of W-3 (service within one to three years). A sewer line will be located within the future Eaglehead Drive. There is sufficient wastewater treatment capacity in the wastewater treatment plant. The extension of the lines to the site will be the responsibility of the developer and Frederick County Public Schools.
- The proposed site fronts on the future Eaglehead Drive. The County's Comprehensive Plan does not indicate any future highways near the school site.
- The New Market Volunteer Fire Company station is approximately 5.3 miles from the site.
- Pedestrian, bicycle and vehicular networks will connect to the site. The developer will build sidewalks along Eaglehead Drive and many of the neighborhood's internal roads.

- The site does not have access to public transportation. Public school buses will service the proposed school.

#### Environmental and Natural Settings

- The site is not located within a 100-year floodplain.
- There are no tidal or non-tidal wetlands on the site. A freshwater emergent wetland is located approximately 500 feet north of the site across Gas House Pike.
- The western half of the site is forested.
- The site is not considered prime agricultural land.
- No known rare, threatened or endangered species of plant or animals or habitats are known to exist on or near the site.

## Item VI. B. Site Approval – Montgomery County Public Schools – Northeast Consortium Elementary School #17

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### Motion:

To approve the use by the Montgomery County Board of Education (MCBOE) of 10.95 acres at Saddle Creek Drive and Bentley Park Drive in Burtonsville, for the construction of a future elementary school to serve the Burtonsville area; adhering to the actions identified in the state clearinghouse review, state identifier MD20180314-0174.

### Background:

The Montgomery County Board of Education (MCBOE) requests site approval for the Northeast Consortium Elementary School #17 site, located at Saddle Creek Drive and Bentley Park Drive in Burtonsville.

On April 22, 2010, the Montgomery County Board approved the site plan for the Fairland Park community. As a condition of approval, the board required that the developers, Fairland Development LLC and Fairland Development II LLC, dedicate a portion of the site for a future elementary school as identified in the county's Fairland Master Plan. The developers subsequently conveyed the site to Bentley Park LLC by deed on March 25, 2013. Bentley Park LLC has delivered a No Consideration Deed to the Board to convey the site for the school. Prior to recording the deed, the Montgomery County Board of Education must receive IAC approval for the site.

The planned enrollment and design capacity of the future elementary school will be determined through future capital programming.

The Montgomery County Board of Education approved the site on February 13, 2018. State Clearinghouse review was completed in April 2018.

### Land Use and Infrastructure

- The site is in the County's PFA.
- Current zoning is Planned Unit Development (PD-2). Public institutional use is permitted within the zone.
- Public water, sewer, natural gas and electric service are available within the existing development. Water/sewer and electrical utility easements are expected when the school site is developed. The developer is required to provide public water and sewer to the site consistent with County regulations.
- The development is served by a suburban network of streets.
- The nearest fire station is 4.5 miles away. Fire hydrants are located on adjacent streets.
- The nearest bus stop is 1.2 miles from the site.

### Environmental and Natural Settings

- The site is not located within a 100-year floodplain.
- There are no tidal or non-tidal wetlands on the site.
- About 1.5 acres of land on the southeastern portion of the property is forested. If required, this portion of the site will be set aside for a forest conservation easement.

- The site is not considered prime agricultural land.
- No known rare, threatened or endangered species of plant or animals or habitats are known to exist on or near the site.

**Item VII. A. Approval of Property Transfer – St. Mary’s County – Mary McLeod Bethune Educational Center**

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**Motion:**

To approve the transfer of the Mary McLeod Bethune Educational Center, 22975 Colton Point Road, Bushville, Maryland, from the St. Mary’s County Public Schools to the St. Mary’s County Government.

**Background Information and Building Data:**

<b>Size:</b>	19.84 acres/11,000 square feet
<b>Acres involved in transaction:</b>	19.84 acres
<b>Original Construction Date:</b>	1961
<b>State Rated Capacity:</b>	N/A
<b>Approval History:</b>	N/A
<b>State Investment</b>	\$0
<b>Outstanding State Bond Debt</b>	\$0
<b>Debt Service Payment</b>	\$0
<b>Schedule</b>	N/A

The Mary McLeod Bethune Educational Center, located at 22975 Colton Point Road in Bushville, was constructed in 1961 as an early childhood center. It was part of the Dynard-Bethune Elementary School complex until an addition to Dynard Elementary School was completed.

The building has housed the St. Mary’s County Public Schools Department of Information Technology since 1992. For continued use, the building requires extensive renovations as well a complete HVAC renovation and asbestos and lead abatement. The Board of County Commissioners and Board of Education determined the repairs to be cost prohibitive. In addition, the building’s remote location is not conducive to providing support services throughout the county.

Upon the transfer of the property, the County Commissioners will determine its eventual use. It is likely, given the cost of repairs, that the County will sell the property.

The Board of Education voted to declare the property surplus on September 16, 2018 to proceed with the disposition.

## Item VII. B. Facilities Status Changes

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**Motion:**

This item is informational and does not require IAC action.

<b>Easement</b>				
<b>LEA</b>	<b>School</b>	<b>Type of Easement</b>	<b>Site Acreage</b>	<b>Easement Acreage</b>
Montgomery County	Potomac Elementary School	Forest Conservation	9.03	0.54

<b>Name Change</b>			
<b>LEA</b>	<b>School</b>	<b>New Name</b>	<b>Date of Board Action</b>
Prince George's County	Facilities Administration Building	Louis Wilson Sr. Facilities Administration Building	June 2018