

# INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION



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## Meeting Minutes March 21, 2019

### Call to Order:

Dr. Karen Salmon called the meeting of the Interagency Commission on School Construction to order at 9:06 a.m.

### 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, via phone  
Gloria Lawlah, Appointee of the President of the Senate  
Secretary Robert S. McCord, Maryland Department of Planning  
Todd Schuler, Appointee of the Speaker of the House

### Members Not in Attendance:

Barbara Hoffman, Appointee of the President of the Senate  
Dick Lombardo, Appointee of the Governor

### I. Consent Agenda

### Motion Carried

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

#### A. Approval February 12 and February 22, 2019 Minutes

To approve the minutes of the February 12, 2019 and February 22, 2019 Interagency Commission on School Construction Meetings.

#### B. Approval of Contracts

To approve contract procurement as presented.

#### C. Approval of Contract Revisions

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

#### D. Approval of Closed Projects

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

#### E. Revisions to Previously Approved Contracts

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

**F. Revisions to Previously Approved Contracts**

To approve the revision to a previously approved accounting adjustment for the FY 2019 CIP.

**G. Supplemental Appropriation Realignment of Funding**

To approve the adjusted allocation amounts for two Supplemental Appropriation projects at Crisfield High PSC #19.004.12SA SR in Somerset County to allow for reimbursement to the LEA based in final project costs.

**H. Nonpublic Aging Schools Program (NASP) and NASP Security Initiative – Revision of Funding**

To approve the adjusted allocation amounts for two (2) NPSI projects, and (1) NASP project; and the redistricting of Greater Grace Christian Academy.

**II. Facilities Status Changes**

Michael Bayer, Manager, Infrastructure and Development, Maryland Department of Planning, explained the facility status change items.

**A. Baltimore County Northeast Area ES Property Transfer**

**Motion Carried**

Upon a motion by Mr. Schuler, with a second by Secretary McCord, the members voted unanimously to approve the use by the Baltimore County Board of Education (BCBOE) of 19.22 acres at the northeast corner of Rossville Boulevard and Gum Spring Road in Baltimore County, Maryland, for the construction of a future elementary school to serve the northeast area of Baltimore County; adhering to the actions identified in the state clearinghouse review, state identifier MD 20180329-0203.

**B. Baltimore County Northeast Area MS Property Transfer**

**Motion Carried**

Upon a motion by Mr. Schuler, seconded by Ms. Lawlah, the members voted unanimously to approve the use by the Baltimore County Board of Education (BCBOE) of 28.79 acres at the north side of King Avenue between Interstate 95 and Stapleford Road in Baltimore County, Maryland, for the construction of a future middle school to serve the northeast area of Baltimore County; adhering to the actions identified in the state clearinghouse review, state identifier MD 20180329-0204.

**C. Prince George’s County Lyndon Hill Property Transfer**

**Motion Carried**

Upon a motion by Ms. Lawlah, seconded by Secretary McCord, the members voted unanimously to approve the transfer by the Prince George’s County Board of Education of the Former Lyndon Hills Elementary School (16.243) property, made up of nine adjacent parcels located at 6181 Old Central Avenue, Capital Heights, Maryland, 20743 to the Prince George’s County Government, so that the County Government may dispose of the property as surplus. Approval of property disposition will occur at a future IAC meeting once the disposal method is determined.

**D. Easements**

**Information Only**

**III. Disposal of State-Owned Relocatables**

**Motion Carried**

Kim Spivey, Director of Fiscal Services for the IAC, noted that at the end of calendar year 2018 there were 122 state-owned relocatable classrooms, of which 108 are used for educational purposes, 10 are used for non-instructional purposes, and 4 are vacant. Ms. Spivey presented the request for disposal for a State-Owned relocatable in Washington County.

Upon a motion by Mr. Schuler, seconded by Ms. Avara, the members voted unanimously to approve the disposal of the State-owned relocatable classroom buildings #533-3 located at Sharpsburg Elementary in Washington County, in accordance with the requirements set forth by the State of Maryland Department of General Services.

**IV. Change Orders**

**A. Approved Change Orders**

**Information Only**

Ms. Spivey introduced an informational item for an approved change order for a project funded through the Aging Schools Program.

**B. Local Responsibility Change Order Closure**

**Information Only**

Ms. Spivey explained that in accordance with IAC adoption of change order policies, IAC staff has contacted each school system regarding outstanding change orders. The submitted item includes responses from seven local school systems that have indicated outstanding change orders will be locally funded. Determinations of remaining school systems will be reported at the April IAC meeting.

**V. Baltimore City Cancellation of FY 2018 CIP Projects and Amendment of the FY 2020 CIP Motion Carried**

Jamie Bridges, Baltimore City Project Manager for the IAC, introduced Dr. Lynette Washington, Acting Chief Operating Officer for the Baltimore City Public School System (BCPSS) and Cyndi Smith, Director of Design and Construction for BCPSS. Jamie noted that because of an unknown scope of electrical upgrades, costs for several Vertical Package Unit (VPU) projects came in higher than expected. He noted that VPUs cool and heat classrooms, meet code requirements, and provide fresh air intake with a lower total cost of ownership than window units because of their longer life and higher efficiency.

Members of the Commission requested that BCPSS provide information detailing how many classrooms will remain without air conditioning after the completion of the requested projects and when all classrooms in Baltimore City will be air conditioned.

Upon a motion by Mr. Schuler, seconded by Secretary Churchill, the members voted unanimously to approve a request from Baltimore City Public Schools (BCPSS) to:

1. cancel 13 projects (three FY 2018 CIP projects and 10 FY 2019 CIP projects); and transfer \$8,494,000 to the Statewide Contingency Account reserves for Baltimore City Public Schools; and
2. to amend the FY 2020 CIP to include seven projects; and to allocate \$10,569,357 from the Statewide Contingency Account reserves for Baltimore City Public Schools to fund the projects.

**VI. Baltimore City HVAC Project Status**

**Information Only**

Mr. Bridges provided information detailing the project progress of all approved Baltimore City HVAC Projects

**VII. Approval to Release 2<sup>nd</sup> Round School Safety Grant Program Applications**

**Motion Carried**

Joan Schaefer, Deputy Director of the IAC, explained that the recommended procedures for the 2<sup>nd</sup> round of SSGP funding are largely the same as the adopted procedures for the first round, except that the procedures do not require a local cost share and the allocation methodology includes a \$200,000

minimum. Dr. Salmon discussed that she, Joan, and Kate Hession, Executive Director for the Maryland Center for School Safety, presented to the Superintendents at their monthly meeting and that it was helpful. She also stated that several of the school systems were appreciative of the minimum allocation per LEA.

Upon a motion by Secretary Churchill, seconded by Ms. Lawlah, the IAC voted unanimously to:

1. approve the draft School Safety Grant Program Administrative Procedures Guide, pending non-substantive edits by staff;
2. direct staff to solicit School Safety Grant Program (SSGP) projects from LEAs and the 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, with every LEA receiving a minimum allocation of \$200,000; and
3. delegate 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.

**VIII. School Safety Grant Program Applications and Allocations**

**Information Only**

Joan Schaefer, Deputy Director, briefed the members on the status of the School Safety Grant Program project approvals.

**IX. Legislative Update**

**Information Only**

Cassandra Viscarra, Programs Support Administrator, presented the 2019 Legislative Tracker.

**Adjournment:**

Upon a motion by Ms. Lawlah, with a second by Secretary McCord, the meeting of the Interagency Commission on School Construction was adjourned at 9:47 a.m.