

# INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION



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## Meeting Minutes July 09, 2019

### Call to Order:

Dr. Karen Salmon called the meeting of the Interagency Commission on School Construction to order at 9:25 a.m.

### Members in Attendance:

Dr. Karen Salmon, State Superintendent of Schools, Chair  
Secretary Ellington Churchill, Department of General Services  
Edward Kasemeyer, Appointee of the President of the Senate  
Gloria Lawlah, Appointee of the President of the Senate, via teleconference  
Dick Lombardo, Appointee of the Governor  
Michael Bayer, Designee for Secretary Robert S. McCord, Maryland Department of Planning

### Members Not in Attendance:

Denise Avara, Appointee of the Governor  
Brian Gibbons, Appointee of the Speaker of the House  
Todd Schuler, Appointee of the Speaker of the House

### Revisions to the Agenda:

None

### Public Comment:

None

**I. Consent Agenda**

**Motion Carried**

Upon a motion by Mr. Lombardo and a second by Mr. Kasemeyer, the members voted unanimously to approve the consent agenda.

**A. Approval of June 13, 2019 Minutes**

To approve the minutes of the June 13, 2019 Interagency Commission on School Construction Meeting.

**B. Approval of Contracts**

To approve contract procurement as presented.

**C. Closed Projects**

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

**D. Approval of Revisions to Previously Approved Project Allocation Reversions**

To approve the revisions to previously approved allocation reversions to accurately reflect the adjusted State participation

**E. Cancellation of Contract Award – Anne Arundel County**

To approve the cancellation of the award of contract to Simpson of Maryland for the Renovation/Addition project at Manor View Elementary (.02.074.17/17EGRC/18 LPC).

**F. Establishing Specific Project Allocations for the Nonpublic Aging Schools Program**

To approve the establishment of specific project allocations for the FY 2020 Senator James E. “Ed” DeGrange Nonpublic Aging Schools Program, totaling \$1,042,000, pending staff review and approval of each individual project scope and request for reimbursement

**II. Consent Agenda**

**Motion Carried**

Cassandra Viscarra, Program Support Administrator for the IAC, explained minor revisions to Innovation Incentive Pilot Program Administrative Procedures Guide. Changes included sections to address specific requirements for contract approval and project closeout.

Upon a motion by Mr. Bayer, and a second from Mr. Lombardo, the members voted unanimously to approve revisions to the Innovation Incentive Pilot Program Administrative Procedures Guide as presented, pending non-substantive edits by staff.

**III. Baltimore City HVAC Project Status Report**

**Information Only**

Jaime Bridges, Baltimore City Project Manager, provided an update on the status of HVAC projects funded with the additional \$15 million appropriation provided in the 2018 capital budget bill.

**IV. Baltimore City Vertical Package Unit Report**

**Information Only**

Dr. Salmon, State Superintendent of Maryland Schools, noted that Vertical Package Units (VPUs) are more expensive upfront but are also more efficient. Mr. Bridges explained that Baltimore City has a number of active VPU projects. Because the scope of electrical upgrades was unknown at the time of the initial application for VPU projects, many of the cost estimates and subsequent allocations were insufficient to complete the projects. In order to keep projects moving, Baltimore City worked with the IAC to rescind a number of underfunded projects and then to amend the current year Capital Improvement Program to

include a portion of those projects at the appropriate cost. Mr. Bridges reviewed project status and allocation information as provided in Tables 1 through 6 of the agenda.

- V. Final Report on the Educational Development Specifications Workgroup Information Only**  
Cassandra Viscarra, Program Support Administrator for the IAC, briefed everyone on the final report of the Workgroup on Educational Development Specifications. Ms. Viscarra claims that in general, the workgroup strived to balance educational sufficiency with fiscal sustainability, and looked at ways to achieve both of those goals efficiently and effectively. Major themes discussed include the “Total Cost of Ownership”, “Importance of Maintenance”, and “Importance of Local Education Agency Flexibility”. Ms. Viscarra provided an overview of recommendations specific to the IAC.
- VI. Aging Schools Program – Fiscal Year 2020 Allocations and Fiscal Year 2019 Projects Information Only**  
Arabia Davis, IAC Funding Program Manager, provided a report on the Fiscal Year 2020 Aging Schools Program, as well as information on the program activities from fiscal years 2018 and 2019. Funding in this program is allocated to provide capital improvements to aging school buildings and sites so that the building may continue to be well-maintained, functional, and safe.
- VII. Fiscal Year 2019 Round II School Safety Grant Program - Report Information Only**  
Joan Schaefer, Deputy Director of the IAC, provided a brief report on the School Safety Grant Program. The report shows the 180 applications for funding received from seven different LEA’s. Concern was brought up over the relatively low number of LEA’s applying for the grant money, and the question of whether the funding was necessary in the first place was mentioned. IAC members suggested that staff issue a reminder memo to LEAs.

### Executive Session:

Pursuant to §§ 3-305(b)(7) and 3-305(b)(14) of the General Provisions Article, Annotated Code of Maryland, and upon a motion by Mr. Lombardo, seconded by Mr. Churchill and with unanimous agreement, the Interagency Commission met in closed session on Tuesday, July 19<sup>th</sup> to discuss a procurement matter with the IAC chair prior to the contract award. All members were present with Michael Bayer as designee for Secretary McCord except Denise Avara, Brian Gibbons, and Todd Schuler. Also in attendance was Robert Gorrell, Executive Director of the IAC, and Alex Donahue, Special Projects Manager for the IAC. The Executive Session commenced at 10:04 a.m.

### Adjournment:

The meeting of the Interagency Commission on School Construction was adjourned.