

INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION



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Meeting Minutes October 10, 2019

Call to Order:

Dr. Karen Salmon called the meeting of the Interagency Commission on School Construction to order at 9:02 a.m.

Members in Attendance:

Dr. Karen Salmon, State Superintendent of Schools, Chair
Denise Avara, Appointee of the Governor, via teleconference
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:

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:

Jake Smithwick, Board Member, Center for Procurement Excellence spoke on developing standards for best practices for best-value procurement, including training sessions for those involved in the procurement process.

I. Consent Agenda

Motion Carried

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

A. Approval of September 12, 2019 Minutes

To approve the minutes of the September 12, 2019 Interagency Commission on School Construction Meeting.

B. Approval of Contracts

To approve contract procurement as presented.

C. Closed Projects

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

D. Approval of Revisions to Previously Approved Contracts

To approve the revisions to previously approved IAC item to accurately reflect the project scope.

II. Adoption of a Final COMAR Revisions

Motion Carried

Cassandra Viscarra, Programs Support Administrator, presented in the final adoption of proposed Code of Maryland Regulations (COMAR) revisions, originally approved by the IAC at their May 9, 2019 meeting. The proposed motion included one non-substantive change to revise a cross reference to the correct regulation.

Upon a motion by Mr. Lombardo, seconded by Mr. Bayer, the members voted unanimously to adopt to adopt the final COMAR Revisions as published in the August 16, 2019 Maryland Register (Volume 46; Issue 17; Pages 746-753) with non-substantive changes presented.

III. School Safety Grant Program Administrators Procedures Guide Revisions

Motion Carried

Cassandra Viscarra, Programs Support Administrator, presented an agenda item to approve revisions to the School Safety Grant Program Administrative Procedures Guide. The IAC received two applications for projects at a single school operated by a local board of education but located in a privately-owned facility. In reviewing the request, staff noted that the administrative procedures guide (APG) for the program is silent on the eligibility of projects in privately-owned facilities. IAC staff recommended that funding for privately owned facilities be limited to movable equipment that could be retained by the LEA in the event of a lease termination.

Upon a motion from Secretary Churchill and a second by Mr. Bayer, the motion to approve revisions to the School Safety Grant Program Administrative Procedures Guide as attached, pending non-substantive edits by staff.

IV. FY 2020 Healthy School Facility Fund Allocation Adjustments

Motion Carried

Joan Schaefer and Arabia Davis presented revisions to Healthy School Facility Fund (HSFF) allocations, originally approved by the IAC at their meeting on September 12, 2019. Funding was available for reallocation to projects based on the LEA's demonstrating the severity of the immediate life, safety or health environmental risks. It was identified that there were inconsistencies with the funding allocations, specifically for gymnasium air conditioning projects. Staff recommended revisions to exclude

gymnasium air conditioning, with one exception due to special education program requirements. Staff recommended subsequent funding revisions to utilize available funding as a result of the gymnasium project reductions.

Upon a motion by Mr. Bayer and a second by Mr. Lombardo, the motion to approve fiscal year 2020 Healthy School Facility Fund allocation adjustments as presented, with a final total revised allocation of \$30,000,000, carried unanimously.

V. FY 2018 Qualified Zone Academy Bond Program Motion Carried

Shauntia Gray, Funding Program Assistant, presented a motion to approve FY 2018 Qualified Zone Academy Bond (QZAB) funding to one project in Garrett County and one project in Montgomery County.

Upon a motion by Mr. Lombardo, seconded by Mr. Kasemeyer, the members voted unanimously to approve an increase to the original allocation for one existing FY 2018 Qualified Zone Academy Bond (QZAB) project in Garrett County and to approve a new allocation for one FY 2018 QZAB project in Montgomery County.

VI. Change Order Approvals Informational Only

Clarence Felder, Program Manager, Department of General Services, presented Change Order Approvals. For projects funded in the FY 2019 CIP or earlier, LEAs were given the option, in accordance with the transitional change order policy approved by the IAC in October 2018, to request State review of change orders for eligibility and State participation or to request all change orders be considered local responsibility and not require State review.

VII. Baltimore City E15M HVAC Project Status Report Informational Only

Jamie Bridges, Baltimore City Project Manager, presented a status report on the Baltimore City E15M HVAC allocation.

VIII. FY 2019 Round II SSGP Applications Motion Carried

Joan Schaefer, Deputy Director of the IAC, presented a status report on the applications submitted for the Fiscal Year 2019 Round II School Safety Grant Program (SSGP).

Adjournment:

Upon a motion by Secretary Churchill, seconded by Mr. Lombardo and unanimously approved, the meeting of the Interagency Commission on School Construction was adjourned at 09:38 a.m.