

# IAC MEETING AGENDA

## Thursday, October 10, 2024

Virtual Meeting  
9:00 a.m.

Live and archived streams of IAC meetings are available at <https://mdschoolconstruction.org>  
Please visit <https://mdschoolconstruction.org> to sign up for public comment.

### Introduction

- Meeting called to order
- Roll Call
- Revisions to the Agenda
- Public Comment

		<b>Presenter</b>	<b>Page</b>	
<b>1</b>	Executive Director's Report	Alex Donahue, Executive Director		
<b>2</b>	Consent Agenda	Alex Donahue, Executive Director		
	A. September 12, 2024 Meeting Minutes		2*	
	B. Contract Awards		8*	
	C. Revisions to Previously Approved Contracts		26*	
	D. Informational Land Transfer - Howard County Public Schools - Homewood Center (PSC 13.091)		27	
<b>3</b>	Interagency Commission on School Construction Fiscal Year 2024 Annual Report	Hannah Sturm, Administrative Services Manager	28*	
<b>4</b>	FY 2025 Healthy School Facility Fund Recommendations for Baltimore City Public Schools	Arabia Davis, Funding Programs Manager	65*	
<b>5</b>	Gross Area Baseline Variance - Carroll County Public Schools - Friendship Valley Elementary School (PSC 06.038) - PRIDE Program Addition	Sean Vorsteg, Capital Projects Manager	67*	
<b>6</b>	FY 2024 Healthy School Facility Fund Project Extension Request - Calvert County Public Schools - Windy Hill Middle School (PSC 04.022) - Chiller Replacement	Lisa Vaughn, Capital Projects Manager; Arabia Davis, Funding Programs Manager	68*	
<b>7</b>	FY 2023 Healthy School Facility Fund Project Extension Request - Charles County Public Schools - Mary H. Matula Elementary School (PSC 08.032) - Roof Replacement	Arabia Davis, Funding Programs Manager; Eugene Shanholtz, Lead Capital Projects Manager	69*	
<b>8</b>	FY 2023 Healthy School Facility Fund Project Extension Request - Charles County Public Schools - General Smallwood Middle School (PSC 08.005) - Roof Replacement	Sheron Johnson, Funding Programs Assistant; Eugene Shanholtz, Lead Capital Projects Manager	71*	
<b>9</b>	FY 2023 Healthy School Facility Fund Amendments - Wicomico County Public Schools	Sean Vorsteg, Capital Projects Manager	73*	
<b>10</b>	Built to Learn Funding Request - Anne Arundel County Public Schools - Old Mill High School (PSC 02.139) - Replacement	Arabia Davis, Funding Programs Manager; Lisa Vaughn, Capital Projects Manager	75*	
<b>11</b>	Built to Learn Funding Request - Washington County Public Schools - Downsville Pike Elementary (PSC 21.059) - Replacement	Sheron Johnson, Funding Programs Assistant; Lisa Vaughn, Capital Projects Manager	77*	
<b>12</b>	FY 2025 Nonpublic Aging Schools Program Administrative Procedures Guide	Jillian Storms, Executive Director, MSDE Office of School Facilities (OSF); Semaj Tucker, MSDE OSF School Facilities Architect Supervisor	79*	

### Announcements

\*Action Item



**Item 2.A. September 12, 2024 IAC Meeting Minutes**

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**Motion:**

To approve the draft September 12, 2024 IAC Meeting Minutes, as presented.



## **DRAFT Meeting Minutes – September 12, 2024**

### **Call to Order:**

Chair Edward Kasemeyer called the video-conference meeting of the Interagency Commission on School Construction to order at 9:00 a.m.

### **Members in Attendance:**

Edward Kasemeyer, Appointee of the President of the Senate, Chair  
Linda Eberhart, Appointee of the Speaker of the House, Vice-chair  
Courtney League as Designee for Secretary Atif Chaudhry, Maryland Department of General Services  
Michael Darenberg, Appointee of the Governor  
Secretary Rebecca Flora, Maryland Department of Planning  
Brian Gibbons, Appointee of the Speaker of the House  
Gloria Lawlah, Appointee of the President of the Senate  
Krishnanda Tallur as Designee for Dr. Carey M. Wright, State Superintendent of Schools

### **Members Not in Attendance:**

None.

### **Revisions to the Agenda:**

None.

### **Public Comment:**

None.

### **IAC Correspondence:**

None.

#### **1. Executive Director's Report – [Informational Only]**

Executive Director Alex Donahue gave an update on four topics. First, he stated that the IAC's first ever booth at the Maryland Association of Counties (MACo) Summer Conference last month was a success, and that a number of conference participants stopped by the booth to talk to him and to staff. He also indicated that while the MACo Winter Conference does not have an exhibit hall, he would be presenting at this conference in December and continuing conversations with LEA and county officials. Next, Executive Director Donahue provided an update on the Worcester County workgroup meetings related to Buckingham Elementary. He stated that after discussion the workgroup members voted unanimously to recommend to the Board of Education and the County that they adopt the scenario which will result in the three parties engaging in an MOU to implement two projects; first, a project to replace Buckingham Elementary School in the next couple of years and second, a project to renovate or replace Berlin Intermediate School shortly thereafter. Next, Executive Director Donahue reported that he has been engaging in conversations with Cecil County and Cecil County Public Schools to close the funding gap for the new North East Middle/High School project. He indicated that he and Cecil County officials took steps to develop a cost-saving schedule which will ideally bring a new middle school and a new high school to completion within the next three years. Lastly, Executive Director Donahue presented a brief update on the air conditioning of schools and classrooms across

the State of Maryland. He stated that LEAs have reported that only six schools in two counties in the State contain unairconditioned classrooms, a significant reduction in the past 2-3 years.

## 2. Consent Agenda – **[Motion Carried]**

Upon a motion by Secretary Lawlah, seconded by Mr. Gibbons, the IAC voted unanimously to approve the consent agenda.

### a. **August 8, 2024 Meeting Minutes**

To approve the draft August 8, 2024 IAC Meeting Minutes, as presented.

### b. **Contract Awards**

To approve contract procurement as presented.

### c. **Revisions to Previously Approved Contracts**

To approve the revisions to previously approved contract awards as presented to accurately reflect the adjustments to the State and local participation in the contract amounts and/or corrections to project allocation information.

### d. **Contract Cancellation**

To approve the cancellation of State funds applied to four contracts for the Lettie Marshall Dent Elementary School (PSC 18.017) Limited Renovation project, as presented.

### e. **Easement**

To approve the conveyance of the easement as presented.

### f. **Site Approval – Harford County Public Schools – Harford Academy and Elementary School (PSC 12.064)**

To approve Harford County Public Schools' (HCPS) use of the Eva Mar Site at 301 North Fountain Green Road, Bel Air, MD 21015, for the construction of the Harford Academy replacement collocated with a new elementary school (PSC 12.064), with an anticipated construction completion date of August 2028 with an estimated local capacity of 745 students; adhering to the actions identified in the State clearinghouse review, State identifier MD20240311-0172.

### g. **Property Transfer – Cecil County Public Schools – Former Chesapeake City Elementary School (PSC 07.015)**

To approve the transfer of ten acres at 214 3rd St., Chesapeake City, MD 21915 in Cecil County from the Cecil County Board of Education to the Cecil County Government shall reimburse the State the outstanding bond debt service in the amount of \$40,301.57, paid either via lump sum or according to the payment schedule presented in Exhibit A. Cecil County shall obtain approval of the IAC before transferring any right, title, or interest to any portion of the property.

### h. **Informational Only Land Transfer – Wicomico County Public Schools – Salisbury Middle School (PSC 22.025) – **[Informational]****

An informational Item regarding a transfer of land on a school property from Wicomico County Public Schools to Wicomico County.

## 3. State Cost Share Presentation – **[Informational]**

Executive Director Donahue and Deputy Director Cassandra Viscarra presented an informational Item detailing the calculation of the State Cost Share. They detailed the current factors that go into the calculation of each LEA's State and Local Cost Share, and recently established add-ons to the State Share.

Chair Kasemeyer asked how changes are determined when reviewing the criteria for determining cost share and if the legislature or others are consulted. Ms. Viscarra indicated that the formula is followed, so there are no specific changes that would require discussion. However, she also indicated future



formula updates may be proposed due to the changes related to the Blueprint for Maryland's Future that were not previously considered factors.

Mr. Darenberg asked why there was such a significant increase to Caroline County's State Cost Share in the FY 25 and 26 calculation. Ms. Viscarra stated that typically a change such as that is due to new eligibility for an add-on that the LEA was not eligible for in past fiscal years, and that she would confirm and provide additional information at a later time.

**4. FY 2025 Capital Improvement Program Amendment – Washington County Public Schools – Boonsboro High School (PSC 21.001) – HVAC Project – [Motion Carried]**

Capital Projects Manager Lisa Vaughn presented a request from Washington County Public Schools (WCPS) to have the FY 2025 CIP amended to add \$162,787 from WCPS' reserve account applied to the Boonsboro High School HVAC project to fund the project in its entirety.

Upon a motion made by Vice-chair Eberhart, seconded by Mr. Gibbons, the IAC voted unanimously to amend the Washington County Public Schools' (WCPS) FY 2025 CIP Boonsboro High School HVAC project (PSC 21.001) by increasing the awarded amount from \$7,099,713 to \$7,262,500 by applying \$162,787 from the LEA's Reserve Account.

**5. FY 2025 Capital Improvement Program (CIP) FY 2025 Revisions – St. Mary's County Public Schools – Lettie Marshall Dent Elementary School (PSC 18.017) Limited Renovation and Piney Point Elementary School (PSC 18.027) HVAC Replacement – [Motion Carried]**

Lead Capital Projects Manager Eugene Shanholtz presented a request from St. Mary's County Public Schools (SMCPS) to rescind funding from the Lettie Marshall Dent elementary school limited renovation project and amend the FY 2025 CIP to apply this funding towards the Piney Point elementary school HVAC project in order to avoid cash flow shortages. Mr. Shanholtz indicated the four design and FF&E contracts canceled in consent agenda item 2D were being fully covered with local funding.

Mr. Darenberg asked if the price increased to the \$4.5 million total, or if it had always been that amount from the beginning of the project. Mr. Shanholtz indicated that the \$4.5 million was included in the Piney Point Maximum State Allocation and that the request was to increase the funding allocation, but not the total project cost.

Upon a motion made by Secretary Lawlah, seconded by Mr. League, the IAC voted unanimously to amend the FY 2025 Capital Improvement Program for St. Mary's County Public Schools by:

1. Rescinding \$2,136,880 in FY 2025 CIP funds for the Lettie Marshall Dent Elementary School (PSC 18.017) Limited Renovation project, contingent upon approval of the cancellation of \$828,382 of contracts as presented in Item 2.D. of the consent agenda, and transferring the funds to the LEA's reserve account;
2. Reducing the Maximum State Allocation of the Lettie Marshall Dent Elementary School Limited Renovation project from \$22,935,000 to \$20,798,120;
3. Increasing the funding award for the Piney Point Elementary School HVAC replacement project by applying \$2,136,880 from the LEA's reserve account; and
4. Amending the previously approved contract for Piney Point Elementary School HVAC replacement project with Paramount Mechanical Corporation from a total allocation of \$2,404,518 to \$4,541,398.

**6. Built to Learn Program – St. Mary’s County Public Schools – Piney Point Elementary School (PSC 18.027) – HVAC Replacement – [Motion Carried]**

Mr. Shanholtz presented a request from SMCPs to award \$1,413,462 of Built to Learn (BTL) funding to the Piney Point Elementary School HVAC Replacement project. Mr. Shanholtz indicated that SMCPs requested a waiver from the Executive Director of the IAC to grant an exception to the minimum funding requirement of \$4 million for BTL projects. SMCPs indicated that without this additional funding, they would not have the local funding available to complete the project.

Secretary Flora asked whether this additional funding award would fully fund the Piney Point HVAC replacement project, and if they have the available funding to move the project forward to completion. Mr. Shanholtz confirmed. Executive Director Donahue noted that this request maximizes the total dollars that they have available at the time needed to keep the project moving forward.

The IAC voted unanimously to, contingent upon approval of Item 5 of this agenda, award \$1,413,462 in Built to Learn (BTL) funding to the St. Mary’s County Public Schools (SMCPs) Piney Point Elementary School HVAC replacement project.

**7. FY 2024 Healthy Schools Facility Fund – Project Extension Request – Calvert County Public Schools – Windy Hill Middle School (PSC 04.022) – Chiller Replacement – [Deferred]**

Ms. Vaughn presented a request from Calvert County Public Schools for an extension to two deadlines for their FY 2024 Healthy Schools Facility Fund (HSFF) Windy Hill Middle School Chiller Replacement project. The LEA requested that the deadline for the substantial expenditure of funds be extended from October 3, 2025 to June 30, 2026, and that the deadline for the submission of reimbursement requests be extended from May 1, 2026 to July 31, 2026 for adequate installation and testing of the chiller during summer months.

Secretary Flora expressed concern that the extension may not be significant enough for full commissioning of the equipment. Mr. Darenberg echoed this concern, and stated that he would rather add additional time so the LEA has adequate time to commission the equipment. Executive Director Donahue and Ms. Vaughn indicated that rehearing the Item at the October 10, 2024 meeting would not pose a problem for the LEA’s timing of the project, and would allow for a discussion between IAC staff and the LEA regarding the deadlines.

This Item was deferred to the next IAC meeting on October 10, 2024.

**8. COMAR 14.39.02.12 Amendment to Modular Construction Section Reference – [Motion Carried]**

Ms. Viscarra presented an amendment to COMAR 14.39.02.12 that adjusted the citation of reference within the Eligible Expenditures regulation from 05.02.04 to 09.12.52. This change is a result of the cited amendment having been recodified.

Upon a motion made by Secretary Flora, seconded by Mr. Darenberg, the IAC voted unanimously to approve amendments to COMAR 14.39.02.12 which update the citation defining modular construction from COMAR 05.02.04 to 09.12.52.

**9. FY 2024 Maintenance of Maryland’s Public School Buildings Annual Report – [Motion Carried]**

Assessment & Maintenance Manager Scott Snyder and Maintenance Group Assistant Brooke Finneran presented the Annual Report on the Maintenance of Maryland’s Public School Buildings for FY 2024.

The presentation and report covered how school buildings are rated, the types of major and minor deficiencies, and the LEA and Statewide average scores.

Upon a motion made by Mr. Darenberg, seconded by Mr. League, the IAC voted unanimously to approve the final draft of the FY 2024 Report, *Maintenance of Maryland's Public School Buildings*, dated October 1, 2024, pending non-substantive edits by staff.

**Announcements:**

None.

**Adjournment:**

Upon a motion by Mr. Darenberg seconded by Mr. Gibbons, the IAC voted unanimously to adjourn the meeting at 10:10 am.



**Item 2.B. Contract Awards**

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**Motion:**

To approve the contract procurements presented on the following pages.

## Contract Awards Report

LEA Name	Project Name	PSC Number	Company Name	Recommended Local Funds	Recommended State Funds	Total Contract Amount	Applicable State Cost Share Percentage	Basis for Award of Contract	Date of the IAC Meeting	Commitment Type
Anne Arundel	Brooklyn Park Elementary/Ceiling/Lights	02.085	Burdette, Koehler, Murphy & Assoc.	\$26,000.00	\$39,000.00	\$65,000.00	60%	Proposal	10.10.2024	Contract/RFP
Anne Arundel	Brooklyn Park Elementary/Ceiling/Lights	02.085	MGM Electrical Systems, Inc.	\$246,000.00	\$369,000.00	\$615,000.00	60%	Base Bid Plus Alternates	10.10.2024	Contract/RFP
Anne Arundel	Park Elementary/Addition	02.076	Towson Mechanical, Inc.	\$2,224,000.00	\$2,821,000.00	\$5,045,000.00	65%	Base Bid Plus Alternates	10.10.2024	Contract/RFP
Anne Arundel	Park Elementary/Addition	02.076	Whitman, Requardt & Associates, LLP	\$594,025.40	\$ -	\$594,025.40	65%	Proposal	10.10.2024	Contract/RFP
Baltimore City	Edgecombe Circle PK-8 # 062/HVAC/Roof/Fire Alarm	30.199	Grimm & Parker Architects	\$ -	\$197,869.00	\$197,869.00	100%	Proposal	10.10.2024	Contract/RFP
Baltimore City	Mergenthaler Vocational Technical High School #410/Windows/Doors	30.226	KPN Architects, LLC	\$9,522.00	\$228,515.00	\$238,037.00	96%	Proposal	10.10.2024	Contract/RFP
Caroline	North Caroline High/Roof - Phase 2	05.002	Garland/DBS, Inc.	\$182,891.00	\$2,109,680.00*	\$3,048,183.00	94%	Base Bid	10.10.2024	Contract/RFP
Caroline	Preston Elementary School/Roof	05.008	Garland/DBS, Inc.	\$143,752.00	\$1,054,177.00	\$1,197,929.00	88%	Base Bid	10.10.2024	Contract/RFP
Frederick	W. Frederick Middle/Roof	10.037	Garland/DBS, Inc.	\$321,784.00	\$352,500.00	\$674,284.00	75%	Base Bid	10.10.2024	Contract/RFP
Howard	Guilford Elementary/Windows/Doors	13.033	Unisource Services, LLC	\$521,954.00	\$664,305.00	\$1,186,259.00	56%	Base Bid	10.10.2024	Contract/RFP
Montgomery	Montgomery Blair High/Window Panels	15.171	Metro Metal Services, Inc.	\$ -	\$97,275.00	\$97,275.00	100%	Proposal	10.10.2024	Contract/RFP
Montgomery	James Hubert Blake High/Roof	15.226	Interstate Corporation	\$1,475,000.00	\$1,475,000.00	\$2,950,000.00	50%	Base Bid	10.10.2024	Contract/RFP
Montgomery	Goshen Elementary/Doors	15.156	Metro Metal Services, Inc.	\$ -	\$27,460.00	\$27,460.00	100%	Proposal	10.10.2024	Contract/RFP
Montgomery	Harmony Hills Elementary/HVAC	15.050	Paramount Mechanical Corporation	\$4,148,000.00	\$2,000,000.00	\$6,148,000.00	50%	Base Bid Plus Alternates	10.10.2024	Contract/RFP

\*Total State allocation for the North Caroline High roof project based upon State share percentage is \$2,865,292, which is reduced by BTL funding in the amount of \$755,612 for a recommended contract approval amount of \$2,109,680. The IAC is not involved in review/approval of BTL portions of contracts.

Contract Award Proposal - Anne Arundel - Brooklyn Park ES

**ANNE ARUNDEL COUNTY PUBLIC SCHOOLS**  
**ARCHITECTURAL AND ENGINEERING SERVICES**  
**PROPOSAL SUMMARY**

**PROJECT TITLE: Brooklyn Park ES – Ceiling and Lighting Replacement**

**RFP NUMBER: 18CN-043-107**

**SCHEDULE**

Notice-to-Proceed (NTP)  
50% CD Submission  
50% IAC Submission  
On-Board Review  
95% CD Submission  
95% IAC Submission  
On-Board Review  
Final Documents (4 to 6 weeks to Bid Opening)  
Bids Due

**DATE**

Immediately After Board Approval  
40 Days ARO  
(Same as 50% CD)  
50 Days ARO  
90 Days ARO  
(Same as 95% CD)  
100 Days ARO  
130 Days ARO  
42 Days after Final Documents

Construction Starts

Immediately After Supervisor of  
Purchasing Signs Contract and NTP  
N/A ARO

Substantial Completion

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**FEE BREAKDOWN**

**Phase**

**Fee**

Design Phase  
Bid Phase  
Construction Administration Phase

\$55,500  
\$500  
\$9,000

**Subconsultant Firm(s)**

**MDOT Cert. No.**

**% of Utilization**

1. Ware Malcom (WM)  
2. Forella Group, Inc.  
Total

30.8%  
30.8%  
61.6%

**PROJECT BUDGET**

AACPS Construction cost estimate for this project is unknown at this time. Anticipated to be around \$500,000 based off similar construction type and magnitude.

**INSTRUCTION NOTE:** In space(s) that do not apply to the proposal, place “N/A”.  
In the **SCHEDULE** section, you shall use calendar days starting with NTP.  
**ARO:** After Receipt of Order

12/08/06

# Contract Award Bid Form - Anne Arundel - Brooklyn Park ES

## PREVAILING WAGE BID FORM

**Bid Number:** 23CN-151-028

**PSC No.:** N/A

**Owner:**

Anne Arundel County Public Schools  
Office of Purchasing  
2644 Riva Road  
Annapolis, MD 21401

**Date of Bid Submission:** 8/1/2024

**Bid Documents Dated:** 6/17/2024

**Engineer:**

Burdette, Koehler, Murphy &  
Associates, Inc.  
6300 Blaire Hill Lane Suite 400  
Baltimore, MD 21209  
410.323.0600

**Contractor:** MGM Electrical Systems, Inc.  
3302 Shore Drive  
Annapolis, MD 21403  
Tel. # 410-263-5056

**Project Manager:** John M. Harten, Sr.  
Anne Arundel County Public Schools  
9034 Fort Smallwood Road  
Pasadena, MD 21122  
443-770-5249

### **Project:** Ceiling and Lighting Replacements at Brooklyn Park Elementary School

1. The undersigned, having become familiar with the local conditions affecting the cost of the Work and with the Specifications, Description of Work, Drawings and Addenda 1 through 1 thereto, and on file in the Purchasing Division of the Board of Education of Anne Arundel County, hereby proposes to furnish all labor, materials, equipment, insurance, bonds and MBE documentation necessary for the above cited Project for the sum of (in words and figures).

#### **Addenda:**

Receipt of the following Addenda is acknowledged:

Addendum No. <u>1</u>	Dated <u>7/29/24</u>	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____

**BASE BID:** Six hundred thousand dollars and zero cents (\$ 600,000.00)  
(Words) (Figures)

\*Note: if the total is greater than \$100,000, a bid bond must accompany the bid submission

#### **ALTERNATES:**

Alternate No. 1: Replace HVAC Vents/Diffusers in kind with new where ceiling replacement occurs.

**Price Alternate No. 1:** Fifteen thousand dollars and zero cents \$ 15,000.00  
(Words) (Figures)



# Contract Award Bid Form - Anne Arundel - Park ES

## PREVAILNG WAGE BID FORM

**Bid Number:** 24CN-116

**PSC No.:** N/A

**Owner:**

Anne Arundel County Public Schools  
Office of Purchasing  
2644 Riva Road  
Annapolis, MD 21401

**Date of Bid Submission:** 11/15/2023

**Bid Documents Dated:** 11/15/2023  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Architect:**

Whitman, Requardt & Associates  
801 South Caroline Street  
Baltimore, Maryland 21231

**Contractor:** Towson Mechanical, Incorporated  
8651 Oakleigh Road  
Parkville, Maryland 21234

**Construction  
Manager:**

**Rhonda Fish**

Park Elementary School Classroom Addition Project (A Prevailing Wage Project) DLLR Determination Number is 55138 FOR REFERENCE, SEE ATTACHED PREVAILING WAGE INSTRUCTIONS AND DETERMINATION.

1. The undersigned, having become familiar with the local conditions affecting the cost of the Work and with the Specifications, Description of Work, Drawings and Addenda 1 through 5 thereto, and on file in the Purchasing Division of the Board of Education of Anne Arundel County, hereby proposes to furnish all labor, materials, equipment, insurance, bonds and MBE documentation necessary for the above cited Project for the sum of (in words and figures).

### **Addenda:**

Receipt of the following Addenda is acknowledged:

Addendum No. 1 Dated 10/10/2023  
Addendum No. 2 Dated 10/26/2023  
Addendum No. 3 Dated 11/3/2023  
Addendum No. 4 Dated 11/7/2023

Addendum No. 5 Dated 11/10/2023  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

### **Park Elementary School Classroom Addition Project:**

**BASE BID:** Four million ninety eight thousand dollars (\$4,098,000<sup>00</sup>)  
(Words) (Figures)

Bidders are directed to review the details for each of the Alternate Numbers below in Specification Section 012300.

**Alternates:**

**ALTERNATE NO. 1: Two (2) classroom addition**

Base Bid Item: Four (4) classroom addition as indicated throughout the Design Documents.

Alternate Bid Item: Six (6) classroom addition as indicated throughout the Design Documents.

ALTERNATE #1 BID: Five hundred ninety five thousand dollars (\$ 595,000.<sup>00</sup>)  
(Words) (Figures)

**ALTERNATE NO. 2: Parking Lot**

Base Bid Item: No modifications to the existing Bus Loop.

Alternate Bid Item: Provide parking lot, storm water management and other site related items as indicated on Drawings C-102, C-104, C-106, C-108, C-111, C-113, L-102, and L-103. Provide permanent sod as indicated on Drawing C-504 in all turf areas within the limit of disturbance indicated on Drawing C-113.

ALTERNATE #2 BID: Three hundred six thousand dollars (\$ 306,000.<sup>00</sup>)  
(Words) (Figures)

**ALTERNATE NO. 3: Solid Surface Countertop**

Base Bid Item: Provide solid surface countertop at counters with sinks only.

Alternate Bid Item: Provide solid surface countertop at all countertop locations as indicated on Drawings A-503 and A-504.

ALTERNATE #3 BID: Twenty eight thousand dollars (\$ 28,000.<sup>00</sup>)  
(Words) (Figures)

**ALTERNATE NO. 4: Landscaping Sod**

Base Bid Item: Provide permanent seeding as indicated on Drawing C-504 in all turf areas within the limit of disturbance indicated on Drawing C-112.

Alternate Bid Item: Provide permanent sod as indicated on Drawing C-504 in all turf areas within the limit of disturbance indicated on Drawing C-112.

ALTERNATE #4 BID: Eighteen thousand dollars (\$ 18,000.<sup>00</sup>)  
(Words) (Figures)

**UNIT PRICES:**

Bidders are directed to review the details for each of the Unit Prices below in Specification Section 012200

Unit Prices are for both extra Work and Credits. This list of prices will be submitted with the Bid in and shall become a part of the Contract upon its award. Unit prices listed below are applicable to all Work in this project involving extra materials/services performed by the General Contractor or his Subcontractors and/or credits to the Owner for materials/services deleted from the project. Unit Prices include all overhead and profit for the Subcontractor and General Contractor. Prices as stated shall remain in effect through the end of the Contract Warranty period. The undersigned acknowledges the unit price values as part of this bid proposal and agrees to add or delete items for the unit prices identified when directed to do so by the Owner. The Owner reserves the right to negotiate unit prices depending upon the quantities to which the unit prices become applicable.



April 20, 2022

Vincent K. O'Brien, CPPB, APP  
Senior Buyer  
Office of Purchasing  
2644 Riva Road  
Annapolis, Maryland 21401

Re: RFP#19CN-145-034  
Architectural/Engineering Price Proposal  
Park ES – 6 Classroom Addition Project

Dear Mr. O'Brien:

Whitman, Requardt & Associates, LLP (WRA) greatly appreciates the opportunity to present this proposal for Architectural/Engineering design services for the above-referenced project. This proposal is based on the Pre-proposal Meeting on February 25, 2022, Educational Specification dated April 6, 2022, draft review comments received April 8, 2022 and AIA Document B101-2007, provided by Anne Arundel County Public Schools. The following MBE certified firms will augment the WRA team: A Squared Plus Engineering Support Group, LLC, for mechanical, electrical, plumbing, telecommunications and electronic security engineering; Forella Group for cost estimating; and DMV Engineering Consultants Inc., for geotechnical engineering. EBL Engineers, LLC will provide fire protection and fire alarm design. Dietz Surveying Inc. will provide topographical survey services.

## 1.0 PROGRAM

The project program involves a six-classroom Grade 1-5 addition, and necessary site modifications to Park Elementary School in the Brooklyn Park community. The documents will include a 4 classroom addition as the base bid with an additional 2 classrooms as a bid alternate. WRA will provide design services beginning with schematic design (35% documents) and will proceed through project closeout.

## 2.0 SCOPE OF SERVICES TO BE PROVIDED BY WRA

- 2.1 Project Management: A project manager will be assigned for the duration of the project. Responsibilities include:
  - 2.1.1 Preparation and maintenance of the design schedule
  - 2.1.2 Overall project management and team coordination
  - 2.1.3 Attendance at three design review meetings. This proposal assumes a ten month design period, as noted in the pre-proposal meeting
- 2.2 Project Initiation & Schematic Design - 35% Design Submission
  - 2.2.1 In-house project kick-off meeting: design team meeting to discuss scope, schedule and budget
  - 2.2.2 Design kick-off meeting with Client: Meet with the School's administration to discuss current and proposed operations. Project manager, architecture, mechanical, electrical, civil and fire protection will be represented at this meeting.
  - 2.2.3 Data Gathering and Review: Review existing drawings provided by AACPS
  - 2.2.4 Site Visit: Conduct a multi-disciplinary team visit to Park Elementary to make an assessment of the existing building systems. Project manager, architecture, mechanical, electrical, civil, structural and fire protection will be represented at this site visit.



## 5.0 SCHEDULE

- 5.1 The following schedule is based on a NTP by June 1, 2022 and bidding by April/May 2023, as stated in the pre-proposal meeting:

Project Initiation Phase	1 week
35% design – Schematic	7 weeks
50% design - DD Phase	14 weeks
95% design - CD Phase	14 weeks
Final (Bid) Documents Phase	8-12 weeks
Construction Administration	52 weeks

## 6.0 COMPENSATION

We have developed the fee by design phase. See Attachment A, *Fee Derivation Worksheet*, for a compilation of all services, and Attachment B for a breakdown of expenses. We propose to perform the services described above for the not-to-exceed amounts noted below. Also included is a not-to-exceed fee for the cost of printing/reproduction and delivery for the scope of work.

Schematic Design Phase	\$111,278.00
Design Development Phase	\$109,220.00
Construction Documents Phase	\$93,630.00
Bidding Phase	\$37,469.00
Construction Administration Phase	\$109,410.00
Expenses	<u>\$3,184.40</u>
<b>Base Design Services Total</b>	<b>\$464,191.40</b>
Testing & Inspection	\$68,000.00
Forest Conservation	\$5,720.00
SWM Agreement	\$880.00
Utility Easement	n/a
Fire Alarm Commissioning	\$1,920.00
Fire Pump Design	\$6,344.00
Boundary Survey	\$15,000.00
Parking Lot Design	<u>\$31,970.00</u>
<b>Supplemental Services Total</b>	<b>\$129,834.00</b>
<b>Total Fee:</b>	<b>\$594,025.40</b>

Services and requirements will be provided in accordance with *Amendment and Supplemental Conditions to Agreement Between the Board of Education and Anne Arundel County and Architect, Standard Form, AIA Document B101-2007*.

We appreciate the opportunity to submit this proposal and look forward to working with you again.

Thank you,  
Whitman, Requardt & Associates, LLP



Laura Leas, AIA, LEED AP BD+C | Vice President



# Contract Award Proposal - Baltimore City - Edgcombe Circle #62



February 9, 2024

Mr. Stuart Feldman  
Baltimore City Public School  
Purchasing Department  
Contract Manager  
200 East North Avenue  
Baltimore, MD 21202

**Re: IFB 24085 Window Design Edgcombe Circle 62**

Mr. Feldman,

Grimm + Parker Architects is pleased to present you with this proposal to provide architectural services for window and door replacement and security upgrades at Edgcombe Circle #62.

We will provide full architectural services as stated in the RFP for replacement of the building's existing doors and windows with new prefinished aluminum windows/ frames and hardware and exterior FRP doors in aluminum frames and hardware. Exterior doors will be connected to a central monitoring system and will have audible local alarms and push talk speakers.

Our understanding of the project scope, along with our project assumptions, exclusions, and schedule are detailed below. Our fee for this project is listed below. We reserve the right to seek additional compensation for unforeseen conditions or should the scope or schedule of the project change.

Our proposed MWBE participation for the project is 28.91% (11.10% MBE 17.81% WBE)  
We have attached the cost form provided in Solicitation IFB-24085 as well as required MBE forms.

**Our total proposed fee for this project is one hundred ninety-seven thousand, eight hundred and sixty-nine dollars (\$197,869.00)**

We have assembled a team of consultants familiar with Baltimore City Public schools. The team consists of:

Leuterio Thomas – Existing building survey and documentation  
Kumi Construction Management corporation – Cost estimating  
Setty and Associates – Mechanical design  
Educational Systems Planning - Security systems design.

In accordance with your Request for Proposal we acknowledge and propose to provide the services as detailed in the scope of work including:

- 1) Field survey of existing conditions
- 2) Preparation of existing and new work drawing documents and specifications.
- 3) Cost estimates using IAC forms as specified in the RFP.
- 4) Submissions at 65%, 95% and 100% as specified in the RFP.
- 5) Schedule assumptions for design and construction phases are as follows:
  - a) Design NTP March 2024
  - b) Project kick off Meeting TBD

## Grimm + Parker Architects

11720 Beltsville Dr, Ste #600  
Calverton, MD 20705  
Tel: 301.595.1000

Visit online at [grimmandparker.com](http://grimmandparker.com)

Calverton Tysons Charlottesville

**Baltimore City Public School**  
**Request for Fee Proposal**  
**Architectural Design Consultant Services**  
**Window and Exterior Door Replacement Design at**  
**Mergenthaler Vocational Technical High School #410**  
**Contract RFP-20007**  
**Solicitation IFB-23107**  
**Company Name: KPN Architects, LLC**  
**Due Date: Wednesday, February 7, 2024, by 11:00 a.m.**

Baltimore City Public Schools is requesting an on-call architectural consultant to submit a fee proposal for Window and Exterior Door Replacement Design at Mergenthaler Vocational Technical High School #402.

Fee Proposal shall be delivered via e-mail to Mr. Stuart Feldman at [safeldman@bcps.k12.md.us](mailto:safeldman@bcps.k12.md.us).

**Scope of Work:**

City Schools is asking selected on-call architectural consulting firm to submit a fee proposal for Window and Exterior Door Replacement Design at Mergenthaler Vocational Technical High School #402, under existing Contract RFP-20007. The scope and requirements of this proposal are outlined in the following pages.

Total Lump Sum Price = \$ Two Hundred and Thirty Eight Thousand and Thirty Seven ( \$ 238,037.00 )

**Note:** Attached MBE form for project shall be returned to City Schools together with fee proposal on a due date for review by the Minority Office on compliance with contract requirements.

For any additional information related to this request, please contact Ms. Cynthia Smith at [csmith03@bcps.k12.md.us](mailto:csmith03@bcps.k12.md.us) or call (410) 361-9212.

The City Schools design project manager for this project will be Rasheed Ragin. Please contact him at [rjragin@bcps.k12.md.us](mailto:rjragin@bcps.k12.md.us) for existing building information or to set up site visits.

Proposal Prepared by:	
Company Name:	KPN Architects, LLC
Company Address:	Suite 414, 1800 Washington Blvd., Baltimore, MD 21230
Individual Name & Title:	Jacob Panikar, AIA, LEED AP
Telephone:	443.682.7757
E-Mail:	<a href="mailto:jpanikar@kpnarch.com">jpanikar@kpnarch.com</a>





**Garland/DBS, Inc.**  
**3800 East 91<sup>st</sup> Street**  
**Cleveland, OH 44105**  
**Phone: (800) 762-8225**  
**Fax: (216) 883-2055**



**ROOFING MATERIAL AND SERVICES PROPOSAL**

**Caroline County Public Schools**  
**North Carolina High School**  
**10990 River Rd**  
**Ridgely, MD 21660**

**Date Submitted: 02/26/2024**  
**Proposal #: 25-MD-240180**  
**MICPA # PW1925**

Purchase orders to be made out to: Garland/DBS, Inc.

**Please Note:** The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

**Scope of Work: Base Bid - Cold Applied Two Ply Modified Flood Coat and Gravel Roof System**

1. All labor, materials, services, and equipment necessary for the completion of the work described in the specifications to completely tear off and replace the existing roof system as per the written specifications including all low sloped roof sections indicated on roof plans (30 Year Warranty).

**Base Bid:**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 3,048,183</b>
---	---------------------

**Garland/DBS Price Based Upon Local Market Competition:**

<b>JBK Contracting</b>	<b>\$ 3,048,183</b>
<b>Apex Construction</b>	<b>\$ 3,284,663</b>
<b>Raintree Services</b>	<b>\$ 3,751,961</b>

**Unforeseen Site Conditions:**

Metal Decking Replacement	\$ 20.52 per Sq. Ft.
Nailable Deck Replacement	\$ 19.38 per Sq. Ft.



## Contract Award Proposal - Caroline - Preston ES



**Garland/DBS, Inc.**  
**3800 East 91<sup>st</sup> Street**  
**Cleveland, OH 44105**  
**Phone: (800) 762-8225**  
**Fax: (216) 883-2055**



### **ROOFING MATERIAL AND SERVICES PROPOSAL**

**Caroline County Public Schools**  
**Preston Elementary School**  
**225 Main St**  
**Preston, MD 21655**

**Date Submitted: 02/20/2024**  
**Proposal #: 25-MD-240181**  
**MICPA # PW1925**

Purchase orders to be made out to: Garland/DBS, Inc.

**Please Note:** The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

#### **Scope of Work: Base Bid - Cold Applied Two Ply Modified Flood Coat and Gravel Roof System**

1. All labor, materials, services, and equipment necessary for the completion of the work described in the specifications to completely tear off and replace the existing roof system as per the written specifications including all low sloped roof sections indicated on roof plans (30 Year Warranty).

#### **Base Bid:**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 1,197,929</b>
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#### **Garland/DBS Price Based Upon Local Market Competition:**

<b>JBK Contracting</b>	<b>\$ 1,197,929</b>
<b>Apex Construction</b>	<b>\$ 1,258,359</b>
<b>Cole Roofing</b>	<b>\$ 1,754,722</b>

#### **Unforeseen Site Conditions:**

Metal Decking Replacement	\$ 34.20 per Sq. Ft.
Nailable Deck Replacement	\$ 34.20 per Sq. Ft.

# Contract Award Proposal - Frederick - West Frederick MS



**Garland/DBS, Inc.**  
3800 East 91<sup>st</sup> Street  
Cleveland, OH 44105  
Phone: (800) 762-8225  
Fax: (216) 883-2055



## **ROOFING MATERIAL AND SERVICES PROPOSAL**

**Frederick County Public Schools**  
**West Frederick Middle School**  
515 W Patrick St  
Frederick, MD 21701

Date Submitted: 08/05/2024  
Proposal #: 25-MD-240265  
MICPA # PW1925

Purchase orders to be made out to: Garland/DBS, Inc.

**Please Note:** The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

### **Scope of Work: Base Bid - Cold Applied Two Ply Modified Flood Coat and Gravel Roof System**

1. All labor, materials, services, and equipment necessary for the completion of the work described in the specifications to completely tear off and replace the existing roof system as per the written specifications including all low sloped roof sections indicated on roof plans (30 Year Warranty).

#### **Base Bid:**

**Proposal Price Based Upon Market Experience:**

**\$ 674,284**

#### **Garland/DBS Price Based Upon Local Market Competition:**

Apex Construction	\$ 674,284
JBK Contracting	\$ 741,695
Raintree Services	\$ 755,710
Heidler Roofing	\$ 838,837
Simpson Unlimited	\$ 869,740
Citi Roof Corp	\$ 887,854
Ruff Roofing	Declined to Bid
Cole Roofing	Declined to Bid

Contract Bid Tab - Howard - Guilford ES

Howard County

**Bid Tab**  
**Bid #24.24.B2**

**1/31/2024**  
**7:55:00 AM**

Door & Window Replacement for Guilford ES

S/N	Material	Delivery Description	Qty	Unisource Services, LLC Bid Price
1	TOTAL BASE BID: Door & Window Replacement for Guilford Elementary School	Wage Scale	1	\$1,186,259.00
		Non-Wage Scale	1	\$1,066,259.00

## Estimate

## Window & Door Products

-22-

# Contract Award Bid - Montgomery - James Hubert Blake HS



**INTERSTATE CORPORATION**

## SECTION 00300 - BID FORM

(SUBMIT IN DUPLICATE ON BIDDER'S STATIONERY)

DATE: March 13, 2024

PROJECT TITLE: James Hubert Blake High School Roof Replacement Phase 1 of 2

BID SUBMITTED BY: Interstate Corporation

REGISTERED MARYLAND CONTRACTOR NO.: 25738

SUBMITTED TO: **The Board of Education of Montgomery County**  
**Division of Design and Construction**  
**45 West Gude Drive, Suite 4300**  
**Rockville, Maryland 20850**

### PART 1 - GENERAL

- 1.1 The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an Agreement with the OWNER in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.
- 1.2 BIDDER has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as BIDDER deems necessary.
- 1.3 BIDDER hereby agrees to furnish all labor, materials, equipment and services required to erect and complete the facility in strict accordance with the Contract Documents for the following price:
- 1.4 BASE BID
- A. TOTAL BASE BID:

Two Million Nine Hundred Fifty Thousand Dollars (\$ 2,950,000.00 )

### PART 2 UNIT PRICE

2.1 Unit prices are for both extra Work and credits. This list of prices will be submitted with the Bid in duplicate and shall become a part of the Contract upon its award. Unit prices listed below are applicable to all Work in this project involving extra materials/services performed by the Contractor or his Subcontractors and/or credits to the Owner for materials/services deleted from the project. Unit price includes all overhead and profit for the Subcontractor. Contractor mark-up is to be applied per Article 7 of the General Conditions of the Contract for Construction, AIA Document A201 REV.DOC-2007 edition. Prices as stated shall remain in effect through the end of the Contract warranty period. The undersigned acknowledges the unit price values as part of this bid and agrees to add or delete items for the unit prices identified when directed to do so by the Owner.



# Contract Award Proposal - Montgomery - Goshen ES




## Estimate

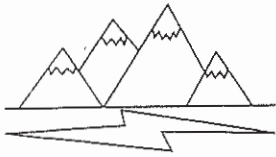
301-478-3333 Office 301-478-2365 Fax 443-623-3314 Cell raykeith48@verizon.net	Ray Keith
 <b>Metro Metal Services, Inc.</b> P.O. Box 1 Flintstone, MD 21530 <i>Window &amp; Door Products</i>	

Date	Estimate #
4/3/2023	32939

Montgomery County Public School  
 Division of Comptroller - Main Office  
 Suite 3200  
 45 W. Gude Drive  
 Rockville, MD 20850-9999

Project
Goshen Elementary ...

Description	Qty	Rate	Total
<b>Goshen Elementary School Doors</b> Furnish labor and materials for performed work as specified and in accordance with contract specifications. Bid #9195.7  Exit #5 Line item # 13. 1 set Hollow Metal Double Doors, size 6' x 7' = 42 sq ft. @ \$175.00 per sq ft. x = sq ft. 42 175.00 7,350.00 Line item # 19. 2 each Hollow Metal Side Lite Windows size 3'6" x 8'6" = 30 sq ft @ \$128.00 per sq ft x 2 = 60 sq ft. 60 128.00 7,680.00 Line item # 19. 1 each Hollow Metal Transom Window size 6' x 1'6" = 9 sq ft @ \$128.00 per sq ft 9 128.00 1,152.00 Line item # 17. 2 each Door Window Lights, size 4" x 25" @ \$150.00 each. 2 150.00 300.00  Exit # 6 Line item # 13. 1 set Hollow Metal Double Doors, size 6' x 7' = 42 sq ft. @ \$175.00 per sq ft. 42 175.00 7,350.00 Line item # 19. 2 each Hollow Metal Side Lite Windows size 1' x 8'6" = 8.5 sq ft @ \$128.00 per sq ft x 2 = 17 sq ft. 17 128.00 2,176.00 Line item # 19. 1 each Hollow Metal Transom Window size 6' x 1'6" = 9 sq ft @ \$128.00 per sq ft 9 128.00 1,152.00 Line item # 17. 2 each Door Window Lights, size 4" x 25" @ \$150.00 each. 2 150.00 300.00  <div style="text-align: center;">  4-21-23       </div>			
<b>GOSHEN ES-EXTERIOR DOORS 2023-M JOHNSON 4/14/23-</b> <div style="text-align: right;">    5/23/23 ASP F24         </div>			
<b>Total</b>			\$27,460.00



# PARAMOUNT SERVICE CORPORATION

A Subsidiary of Paramount Mechanical Corporation

Montgomery County Public Schools Facilities Guide  
7053 Gateway Court, Manassas, Virginia 20109  
www.paramount-mech.com

Ph. (703) 369-1750

Fax. (703) 369-2450

## DIVISION 0 - CONDITIONS OF THE CONTRACT

### SECTION 00300 - BID FORM - MCPS

(SUBMIT IN DUPLICATE ON BIDDER'S STATIONERY)

DATE: 5/28/24

PROJECT TITLE: Harmony Hills Elementary School HVAC Replacement

BID SUBMITTED BY: PARAMOUNT MECHANICAL CORP

REGISTERED MARYLAND CONTRACTOR NO.: 4259967

SUBMITTED TO: The Board of Education of Montgomery County  
Division of Design and Construction  
45 W. Gude Drive, Suite 4300  
Rockville, Maryland 20850

#### PART 1 - GENERAL

- 1.1 The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an Agreement with the OWNER in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.
- 1.2 BIDDER has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as BIDDER deems necessary.
- 1.3 BIDDER hereby agrees to furnish all labor, materials, equipment and services required to erect and complete the facility in strict accordance with the Contract Documents for the following price:
- 1.4 BASE BID
- A. TOTAL BASE BID:  
Five Million four hundred and ninety nine thousand Dollars (\$ 5,499,000)
- 1.5 ADD ALTERNATES (if applicable): Prices shall be clearly written. Anything other than a price shall be deemed "no cost to the Owner."
- A. Cost of Add Alternate No. One -  
ADD: 5,4 hundred and forty nine thousand Dollars (\$ 649,000)
- B. Cost of Add Alternate No. Two—  
ADD: \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)





## Item 2.C. Revisions to Previously Approved Contracts

---

### **Motion:**

To approve the revisions to previously approved contract awards as presented to accurately reflect the adjustments to the State and local participation in the contract amounts and/or corrections to project allocation information.

### **Background Information:**

January 12, 2023 - Contract Awards

Wicomico County - Pittsville ES/MS

PSC 22.019

Project type: Roof

Contractor: D Project Inc.

Change Local funds from \$0 to \$20,660

Change State funds from \$1,691,150 to \$1,670,490

Total Contract Amount \$1,691,150

Note: This revision corrects an administrative error that caused State funds on this contract to be \$20,660 over what was awarded to the project.

July 11, 2024 - Contract Awards

Wicomico County - Pittsville ES/MS

PSC 22.019

Project type: Roof

Contractor: Wilfre Co., Inc.

Change Local funds from \$10,640 to \$12,987

Change State funds from \$19,410 to \$17,063

Total Contract Amount \$30,050

March 14, 2024 - Contract Awards

Wicomico County - Wicomico HS

PSC 22.009

Project type: Roof

Contractor: Whiting Turner Contracting Company

Change Local funds from \$1,127,314 to \$1,124,967

Change State funds from \$5,169,047 to \$5,171,394

Total Contract Amount \$6,296,361

Note: Contingent upon approval of funding adjustments in Item 9 in this agenda, this Item will make the corresponding revisions to the Pittsville ES/MS Wilfre Co., Inc. contract and the Wicomico HS Whiting Turner Contracting Company contract.

**Item 2.D. Informational Land Transfer – Howard County Public Schools – Homewood Center (PSC 13.091)**

---

**Motion:**

To approve the transfer of 2.6 acres at 10914 Route 108, Ellicott City, MD 21042 from the Howard County Board of Education to the Howard County Government to use as the site of a future fire station. Howard County shall obtain approval of the IAC before transferring any right, title, or interest to any portion of the property.

**Background Information:**

Property Data	
Size	28.67 acres
Acres involved in transaction	2.6 acres
Original Construction Date	2002
State Rated Capacity	N/A
State Investment	N/A
Outstanding State Bond Debt	N/A
Debt Service Payment Schedule	N/A

The current 28.67 acres of property currently houses Homewood Center (PSC 13.091) and the Howard County Board of Education Central Offices. The total lot size is 28.67 acres, with Homewood Center occupying approximately 17.9 of those acres.

Howard County intends to use the 2.6 acres for a future fire station to increase emergency response time in the area.

Since the parcel of property being transferred contains no school facilities and consists of undeveloped land only, Howard County Public Schools is not required to obtain IAC approval prior to the transfer of land. However, approval of the transfer by the State Superintendent of Schools is still required and was received on September 25, 2024.

This Item serves as notification to the IAC that the acreage noted in the IAC's Facility Inventory Database (FIDB) for Homewood Center will change by 2.6 acres, reducing the total acreage to 26 acres, which IAC staff will adjust in the FIDB.



### **Item 3. Interagency Commission on School Construction Fiscal Year 2024 Annual Report**

---

#### **Motion:**

To approve the final draft of the comprehensive *IAC Fiscal Year 2024 Annual Report*, pending non-substantive edits by staff.

#### **Background Information:**

Following this agenda Item is the final draft of the IAC's second annual report. The *IAC Fiscal Year 2024 Annual Report* includes information regarding legislation, school openings, facility condition and maintenance, and financial and program reports, including a feature on how the IAC is working to help school districts meet school construction needs in Maryland.

# **State of Maryland Interagency Commission on School Construction**

## **Fiscal Year 2024 Annual Report**



# **IAC**

351 W. Camden Street, Suite 701  
Baltimore, MD 21201  
(410) 767-0617  
[iac.pscp@maryland.gov](mailto:iac.pscp@maryland.gov)



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Visit the IAC online at [mdschoolconstruction.org](https://mdschoolconstruction.org)

Subscribe to hear from us at [bit.ly/IACemails](https://bit.ly/IACemails)

Questions? Email [iac.pscp@maryland.gov](mailto:iac.pscp@maryland.gov)

# A Message From IAC Chair Ed Kasemeyer

As of July 1, 2023, the IAC became an independent unit of State Government. The IAC began in the 1970s as an entity of the Board of Public Works, and then was organized as an independent unit of the Maryland State Department of Education in 2018. With the change in 2023, our staff and Commission members have now embarked on a new journey towards a fiscally sustainable and educationally sufficient statewide portfolio of Pre-Kindergarten through 12th grade public school facilities.

The IAC and its talented staff have worked tirelessly through the last year to bring a 52 year-old commission into fully fledged independence by establishing numerous administrative and operational procedures; moving offices; and taking on tasks that are essential for all State agencies. In addition, this year saw the culmination of a years-long effort to launch our Business Management System (BMS) which will bring the IAC's processes into one web-based access-controlled system. We've also brought to fruition meaningful updates to the Gross Area Baselines, which were developed in collaboration with local school facility experts to support programs included in the Blueprint for Maryland's Future. Our 40-person staff has adapted to these changes with determination, vigor, and a mindset of constant improvement.

Our school construction funding programs awarded approximately \$950 million; our Statewide Facilities Assessment entered its third cycle; our Maintenance Effectiveness Assessment completed its 18th year; and we have worked hard to continue growing our capacity and relationships with the Local Education Agencies through our everyday work and our involvement in Workgroups on the local level.

Our Commission members and staff are committed to continuing our challenging work and embrace the positive change that we firmly believe is equitably moving our state's school facilities forward. We are excited to share the contents of this report with you.



Edward Kasemeyer  
Chair



# The IAC's Third Annual Report

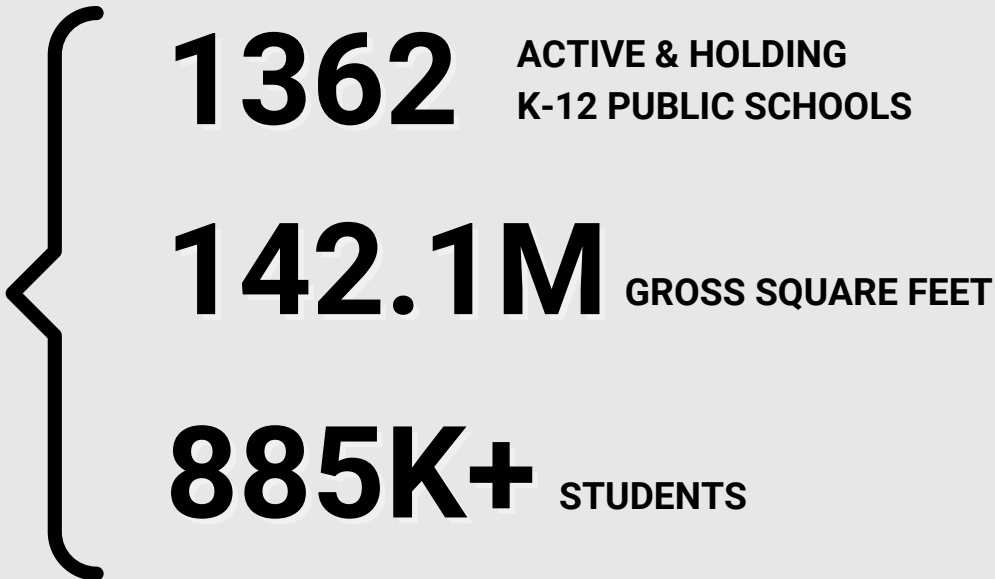
This report is provided, in conjunction with the IAC’s website, as a tool for public information regarding the IAC’s programs and services. With a shared mission to achieve a safe, healthy, and educationally sufficient learning environment for every child attending a public school in Maryland, the IAC collaborates with Local Education Agencies in an effort for constant improvement and long-term sustainability of our state’s portfolio of schools. The IAC's vision is a fiscally sustainable statewide portfolio of PreK-12 school facilities that will remain educationally sufficient for current and future generations of students and teachers.

We hope that you will enjoy, share, and refer back to the IAC’s third annual report.

# FY 2024

**\$68B**

**REPLACEMENT VALUE**  
*= 142.1 M GSF x \$481 (FY 2024  
construction cost per SF plus site)*





# The Commission

## IAC Members

**Edward Kasemeyer**, Chair, Appointee of the President of the Senate, Member of the Public  
**Linda Eberhart**, Vice-chair, Appointee of the Speaker of the House, Member of the Public  
**Atif Chaudhry**, Secretary, Maryland Department of General Services  
**Michael Darenberg**, Appointee of the Governor, Member of the Public  
**Rebecca Flora**, Secretary, Maryland Department of Planning  
**Brian Gibbons**, Appointee of the Speaker of the House, Member of the Public  
**Gloria Lawlah**, Appointee of the President of the Senate, Member of the Public  
**Dr. Carey M. Wright**, Superintendent, Maryland State Department of Education

**The 9 IAC Members are reported to by:**

### MSDE

**MD Dept. of  
Education**

*Designee - State  
Superintendent*

- Review Ed Specs for alignment with LEA goals
- Review Feasibility Studies
- Review design submissions for alignment with Ed Specs
- Provide technical assistance and advice on school facilities architecture

### MDP

**MD Dept. of  
Planning**

*Designee - Secretary of  
Planning*

- Develop annual enrollment projections
- Review Educational Facility Master Plans
- Site reviews and recommendations
- Planning advice to IAC and LEAs

### DGS

**MD Dept. of  
General Services**

*Designee - Secretary of  
General Services*

- Review design development and construction documents
- Review eligibility of items
- Technical advice to the IAC and LEAs

### IAC

**Interagency  
Commission**

*Executive Director &  
Staff*

- Manage programs and fiscal records
- Maintain facilities inventory database
- Facility and maintenance assessments
- Share best practices and provide technical support

# Legislative Update

**The 2024 legislative session made a number of positive changes and new initiatives for the IAC to tackle in the coming months:**

## School Facility Mapping

HB 472 allows Local Education Agencies (LEAs) to apply for funding to produce school mapping data, which is data in an electronic format used by first responders in case of emergencies at a school and by facilities management, funding, and oversight personnel. The IAC and the Maryland Center for School Safety are to collaborate on the development of proposed standards, which have a target completion of July 2025.

## Workgroup on the Assessment and Funding of School Facilities (AFWG)

Originally established by HB 1783 in 2018, HB 1390 reestablishes the AFWG to develop recommendations on how results of the Statewide Facilities Assessment can be incorporated into school construction funding decisions. The AFWG will meet after June 1, 2025 and report findings by January 1, 2026.

## Funding-Related Changes/Clarifications

HB 1390 also delayed the Nancy K. Kopp Public School Facilities Priority Fund by one year to FY 2028 with funding temporarily provided in FY 2027 only for projects related to healthy school environments, removed the sunset date of the School Safety Grant Program so it can continue indefinitely, clarified that the annual overall target of \$450M for school construction does not include the Built to Learn Program, and provided for 100% State cost shares for projects that meet specific criteria.

## Artificial Intelligence Weapon Detection Systems

The IAC is required by HB 1390 to report by December 15, 2024 of the funding eligibility of AI weapon detection systems.

East MS, Carroll County. Photo: Jim Marks



# School Openings







Hillsmere Elementary | Anne Arundel County



Photo: Coyle Studios

Quarterfield Elementary | Anne Arundel County



Rippling Woods Elementary | Anne Arundel County





Photo: Turner Construction, Margaret Hughes

## Cross Country Elementary/Middle | Baltimore City



Photo: Baltimore County Public Schools | Murphy & Dittenhafer Architects

## Red House Run Elementary | Baltimore County



## Summit Park Elementary | Baltimore County





Photo: Oak Contracting, Coyle Studios

## Beach Elementary | Calvert County



Photo: Jim Marks, Carroll County

## East Middle | Carroll County



## Brunswick Elementary | Frederick County

IAC Meeting 10/10/2024





Photo: TCA Architects

Guilford Park High | Howard County



Photo: MCPS

Burnt Mills Elementary | Montgomery County



Photo: MCPS

Cabin Branch Elementary | Montgomery County





Photo: MCPS

## South Lake Elementary | Montgomery County



Photo: MCPS

## Stonegate Elementary | Montgomery County



## Woodlin Elementary | Montgomery County





Photo: Tom Holdsworth | PGCPs

## Colin L. Powell Academy | Prince George's County



Photo: PGCPs

## Drew-Freeman Middle | Prince George's County



Photo: PGCPs

## Hyattsville Middle | Prince George's County





Photo: PGCPs

Kenmoor Middle | Prince George's County



Sonia Sotomayor Middle | Prince George's County



Photo: PGCPs

Walker Mill Middle | Prince George's County

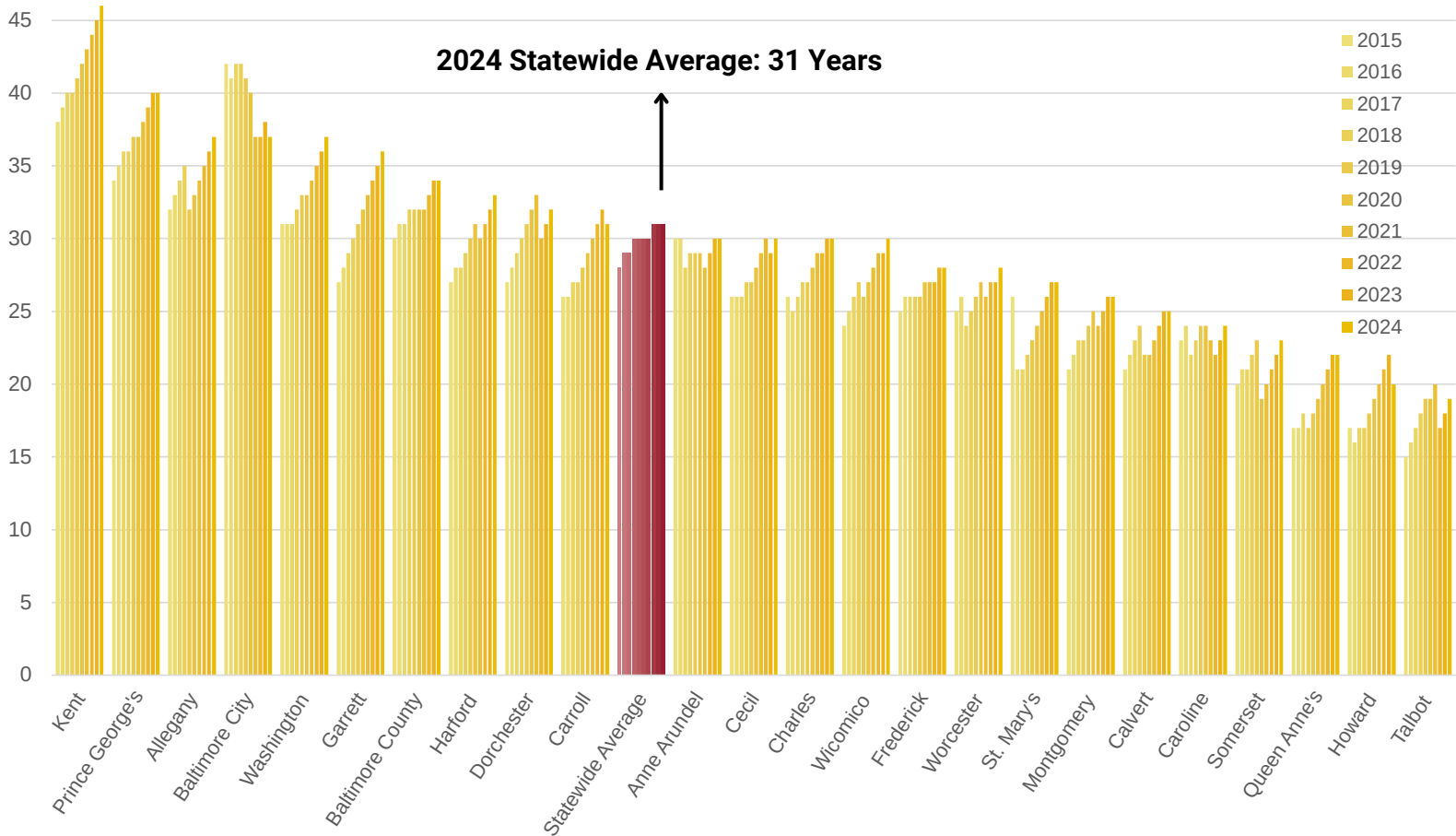


# Facility Condition & Maintenance



# School Facility Condition Indicators

Based solely on the **average age of square footage** statewide, the average age of school facilities in Maryland is 31 years.



The “Average Age” of a facility takes into account the construction dates and size of the original facility as well as any additions. For example, if a 50,000 square foot facility built in 1980 had a 50,000 square foot addition in 2000, the average age of that facility would be based on the year 1990. If the original building was 75,000 square feet and the addition was 25,000 square feet, the year would be 1985.

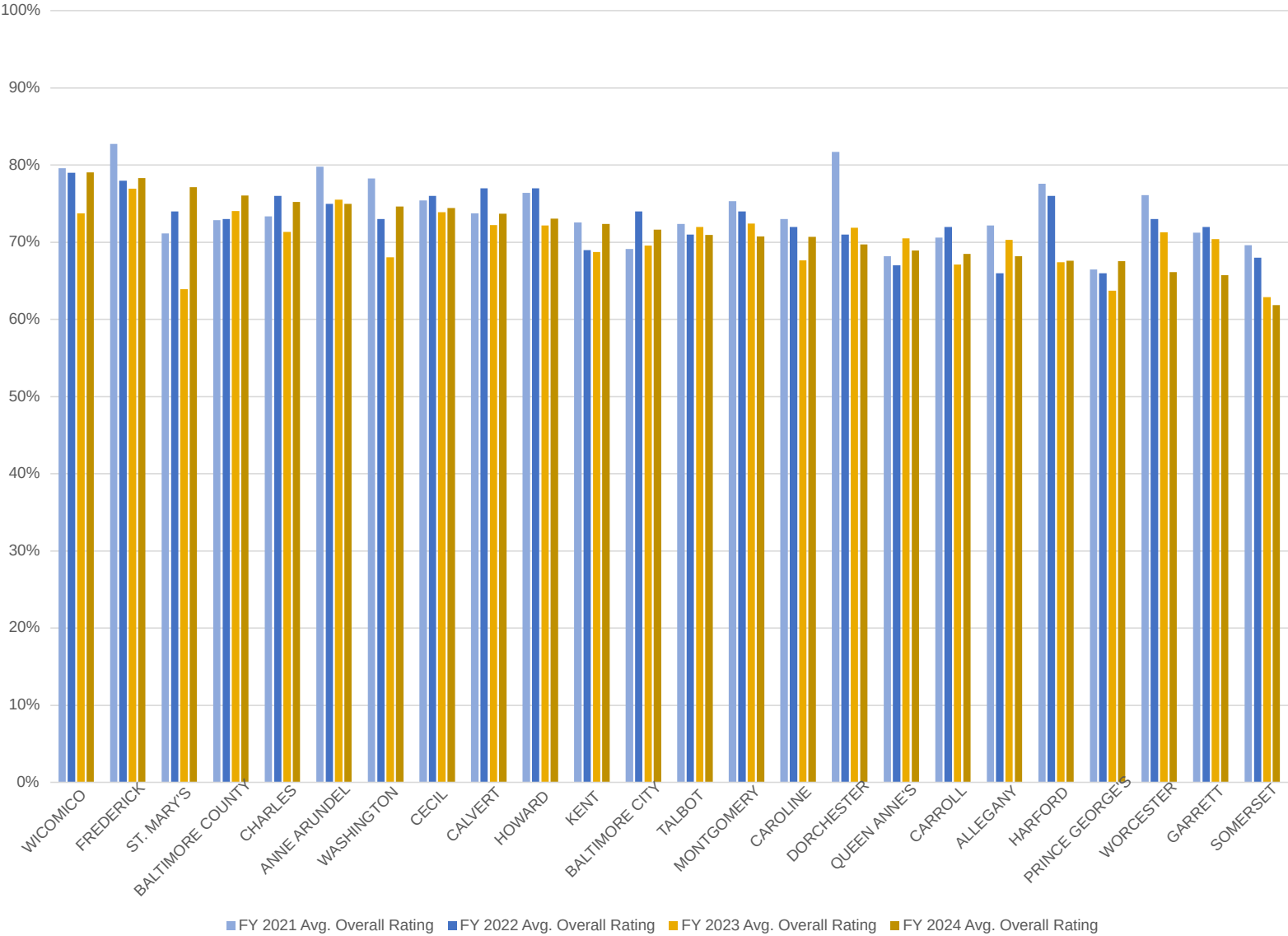
The IAC's two assessments, the **Statewide Facilities Assessment** and the **Maintenance Effectiveness Assessment**, provide more sophisticated and accurate evaluations of the condition and maintenance of Maryland's public school facilities. Those two assessments are detailed on the following pages.

# Maintenance Effectiveness Assessment

145 facilities were assessed as part of the Maintenance Effectiveness Assessment (MEA) in FY 2024.

Because of significant changes to the MEA process, results of the FY 2021 and subsequent fiscal year assessments are not comparable to results in prior years. A different sample set of facilities is assessed each year, so results from one year to the next are not necessarily directly comparable.

FY 2021 - FY 2024 Average Overall MEA Ratings



The Annual Maintenance Report is released every October on the IAC website.



Learn more about the MEA through the IAC's Reference Guide and Preventive-Maintenance Task List





# Statewide Facilities Assessment

## A Day in the Life: Facilities Assessor



The IAC's Statewide Facilities Assessment (SFA) assesses the physical condition and educational sufficiency of all public PreK-12 school facilities so the State can begin to identify the facilities with the highest needs, and to provide data so decision makers can focus capital dollars where they will do the most good.

In 2020-2021, the IAC conducted a baseline assessment of all school facilities in the state and, starting in 2022, a team of IAC staff began what are called "Refresh Cycles," where about 25% of the state's facilities are reassessed each year so the data stays up to date. This fall, the IAC's seven SFA assessors will start Refresh Cycle #4 to finish the first refresh assessment of each facility. As new schools are built and go through a baseline assessment, they'll join the Refresh Cycle Process.

**This is what the assessor's days look like from September to June:**

## Months in advance

**Download the  
SFA Info Packet  
to learn more**



In each Refresh Cycle, a team of seven assessors (Ken, Dave, Jason, Mark, Soulihe, Ed, and Danny) are responsible for physically assessing approximately 350 facilities in about nine months. The assessment schedule is planned far in advance so this number of assessments, and the prep work required for each, can be accomplished in this time period. Equipped with tablets, solid shoes, safety equipment, and extensive knowledge of building systems from their diverse experiences in construction project management, commercial and public facility maintenance, engineering, carpentry, portfolio analysis, and assessment of facilities for governmental agencies including NASA and multiple branches of the military, they hit the road as early as 5am on an assessment day.

# 5:00 AM

The SFA team is punctual, methodical, and prepared, so when they arrive at the school, they've already spent about a day reviewing floor plans, construction history, and prior assessment data about the building's systems. This allows the assessors to set a game plan for how they'll walk through the school as efficiently as possible, covering as many spaces as possible before students arrive, and then making every effort to continue their work while not interrupting the delivery of education. After meeting up with a representative from the LEA around 7am, they can get started with their on-site work.

# 7:00 AM

The SFA uses a visual assessment process that focuses on efficiency and accuracy, covering nearly every area of a facility, inside and out. The assessors go up on the roof and down to the basement; checking out the cafeteria serving line, dance studios, and storage closets. All areas of the school are broken up into 17 systems for the assessment, and then up to 162 different major building-system components (or "assets") in each system. As part of the visual assessment, the assessor determines the Observed Remaining Useful Lifespan of each major building-system component. That figure is important because it identifies approximately how much longer the asset can be expected to function before needing to be replaced. And, when combined with the typical expected useful lifespan for the asset, that figure generates a condition indicator for the asset.

If any questions or immediate concerns pop up while the assessors are in the field, they can reach out to their colleagues, Scott (Maintenance & Assessment Manager), Ken (Lead SFA Assessor), Ben (Data Coordinator), and Brooke (Administrative Officer), for support.

Even with all of the preparation in the world, the assessors can encounter any number of surprises that can range from comedic (flipping a light switch to find a room full of medical training manikins) to heartwarming (class pets) to concerning (very old equipment). But they continue on, recording data and photos meticulously on tablets as they go.



# 11:00 AM

After two to four hours (depending on the size of the school) spent collecting and verifying 800 data points, the assessor can have a quick lunch and drive back to their workstation to start the assessment report.

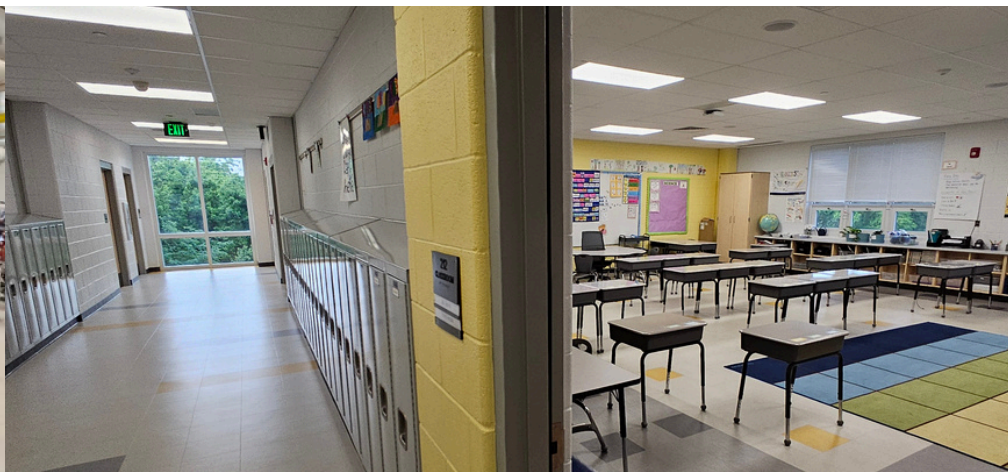
# 1:00 PM + the next 48 hours

After working through the afternoon, they'll finish up the report within 48 hours and then start preparing for their next assessment. With a schedule of 2-3 assessments a week, sticking to the routine is essential.

Over the last four years, this routine has resulted in around three million data points. Just in Refresh Cycle 3, the assessors observed or confirmed five data points for each of 48,148 assets across 322 facilities.

# Within 7 days

All of this data undergoes a thorough quality-control procedure by the lead assessor and the data coordinator, and within seven days, the report is sent to the LEA, which has 30 days to review and respond to the IAC's evaluation.



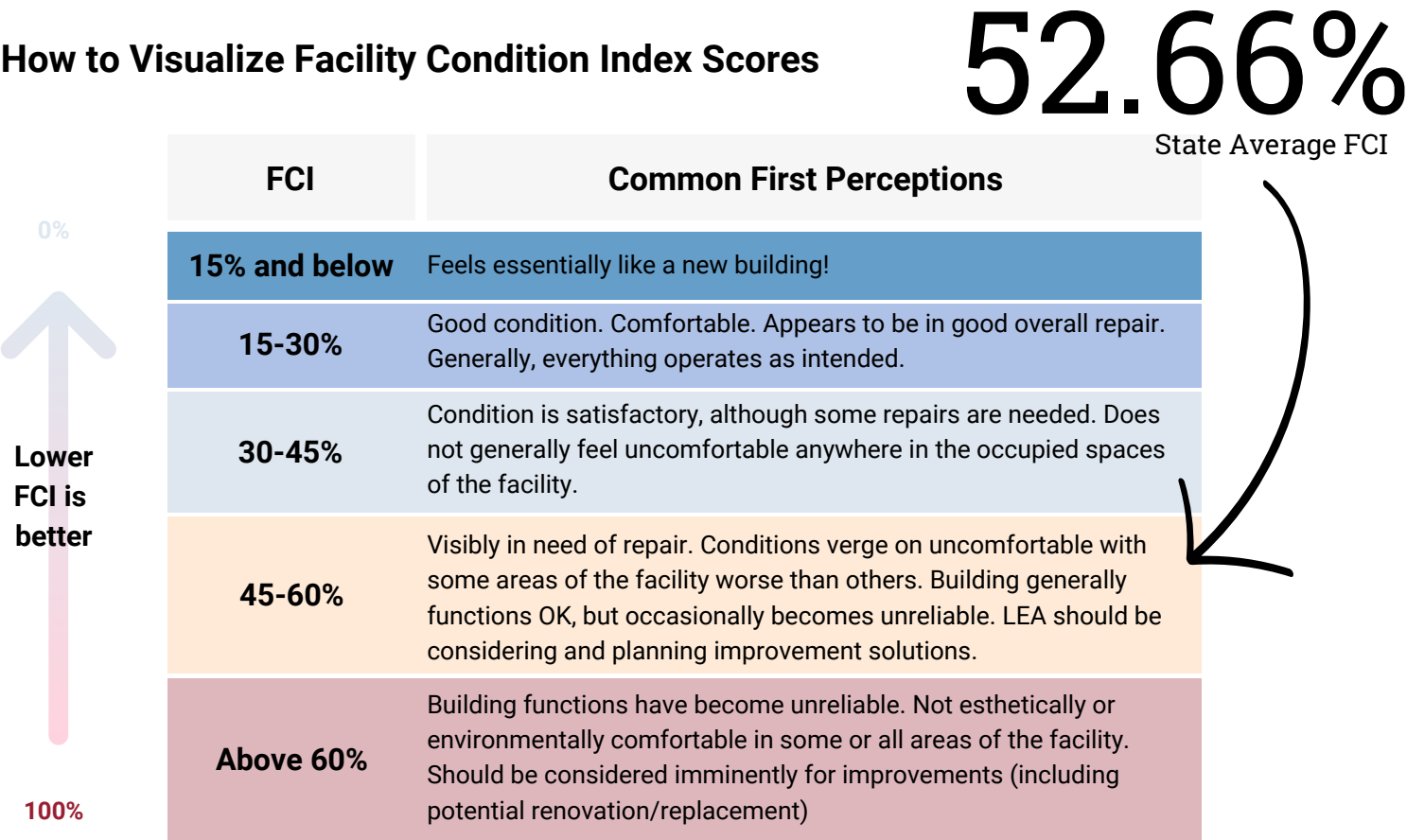
# Within 30 days

The assessment produces what is called a Facility Condition Index (FCI) score for each facility, which allows for an apples-to-apples comparable condition ranking of assets, building systems, and facilities regardless of the LEA, the size of the student population served, or the type of school. The end goal is to combine the FCI scores with Educational Sufficiency measures to create a Maryland Condition Index (MDCI) score for each facility. The Workgroup on the Assessment and Funding of School Facilities will begin meeting in Summer of 2025 to determine exactly how that will be done.

The MDCI will be used to generate a ranked list of the school facilities that have the most need for construction projects. That list will be used, starting in FY 2027, for awarding funds through the Nancy K. Kopp Public School Facilities Priority Fund.

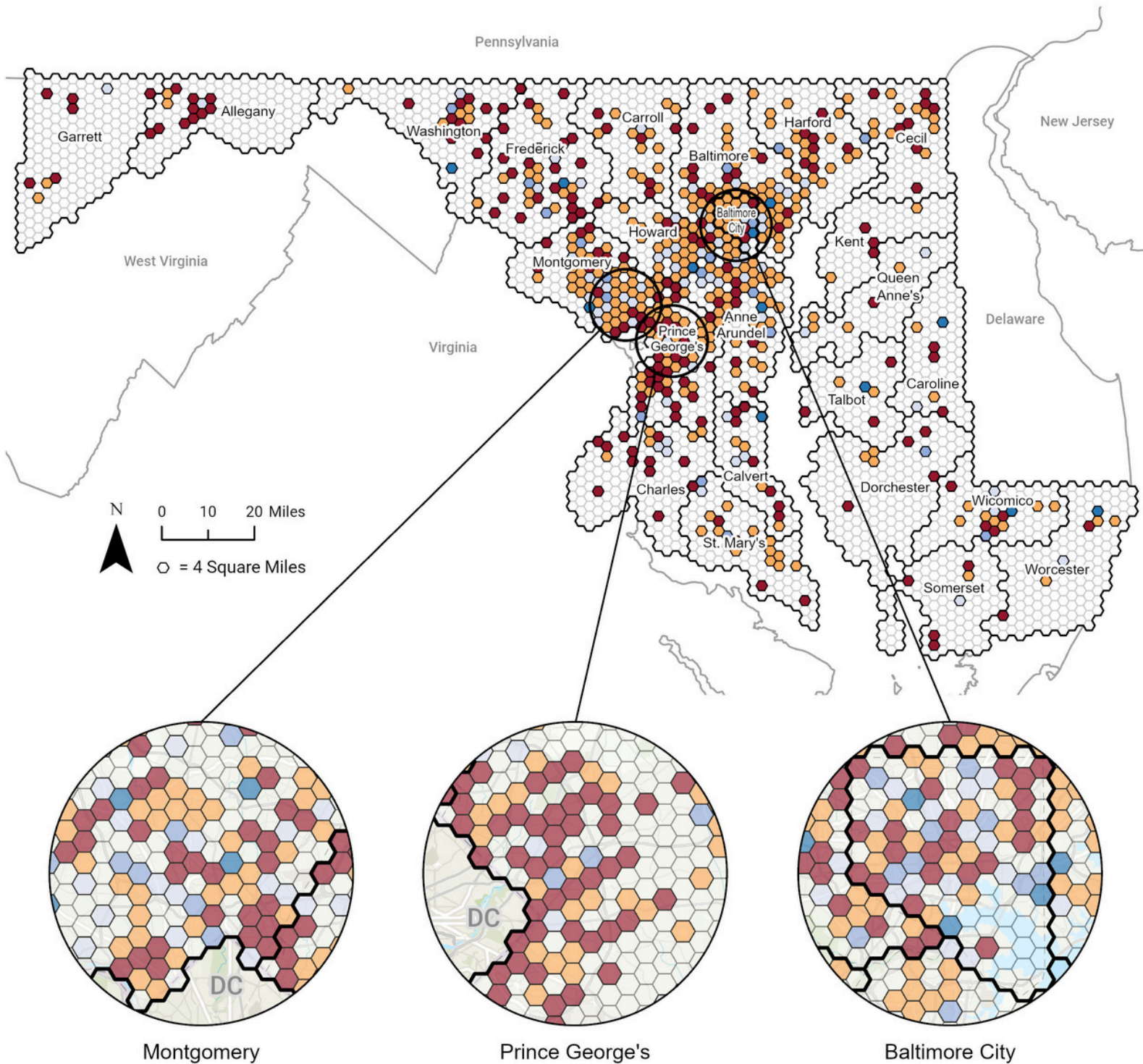
The SFA and the Priority Fund are essential parts of Maryland’s progress towards our goal of a safe, healthy, and educationally sufficient learning environment for every public school student in the state. To get there, the IAC’s assessment team works hard to keep the data collection moving forward. The following pages show the data we’ve been working on:

## How to Visualize Facility Condition Index Scores





# FCI Scores Statewide



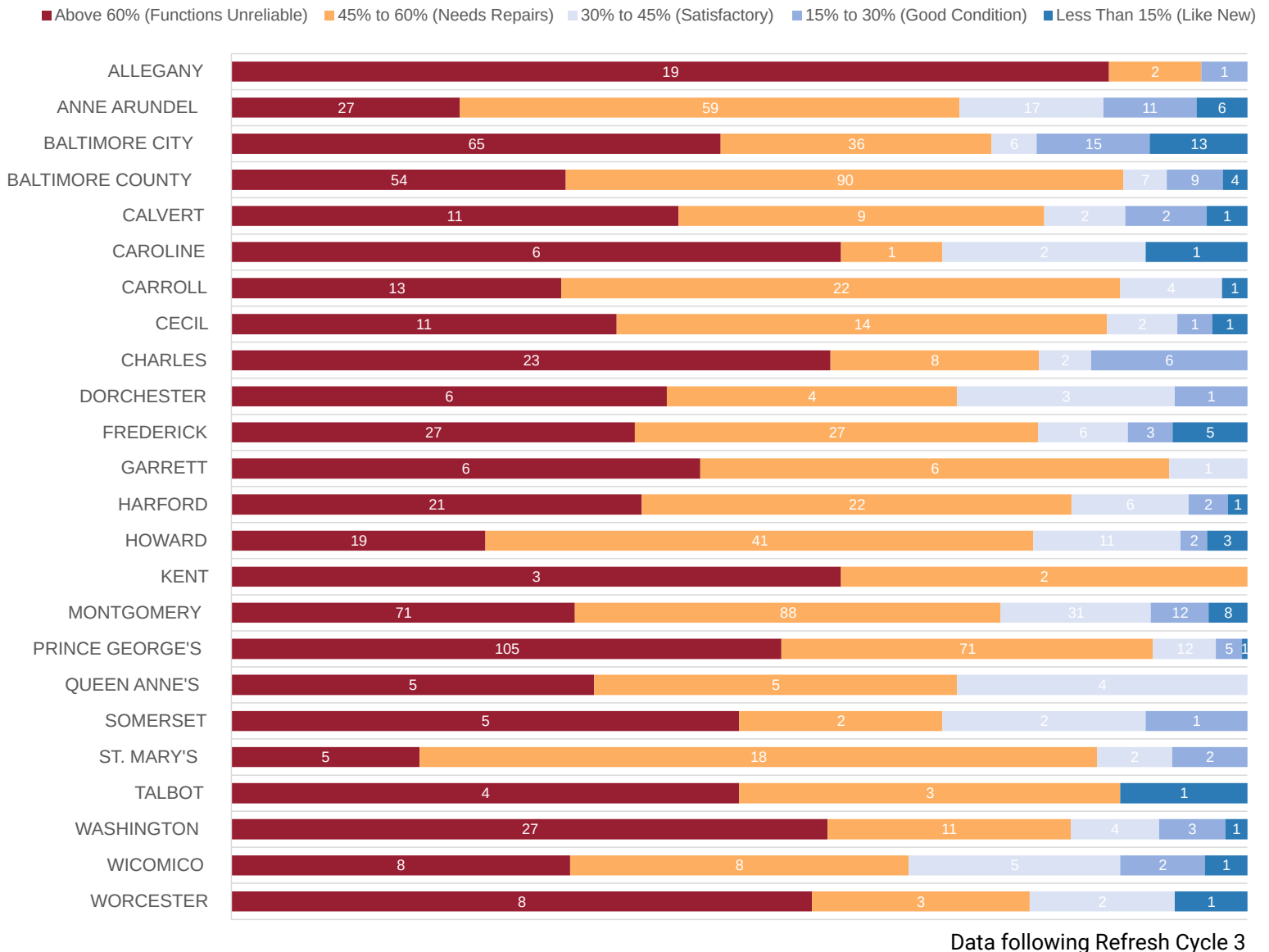
Facility Condition Index (FCI) aggregated by 4 sq. mi. hexagonal grid. Given jurisdiction edges are approximated by the grids; facilities whose true location is outside of their gridded jurisdiction boundary have been reassigned to the nearest grid within the proper jurisdiction.

The three large scale (1 sq mi. hexagonal grid) call-out exhibits display aggregate FCI for high density areas.

FCI scores for individual facilities can be found on the [IAC website](#).



# FCI by LEA



The baseline assessment, conducted from December 2020 - June 2021 assessed 1,383 facilities.

Refresh Cycle 1 (7/2022 - 10/2022): 392 facilities reassessed

Refresh Cycle 2 (1/2023 - 8/2023): 328 facilities reassessed

Refresh Cycle 3 (10/2023 - 6/2024): 322 facilities reassessed

Refresh Cycle 4 (9/2024 - 6/2025): 362 facilities slated to be reassessed

The IAC's facilities assessment team will continue to conduct physical refresh assessments each year of approximately 25% of school facilities in the state, ensuring that every facility in Maryland is re-assessed at least every four years. Facilities not assessed in a given year will have their scores mathematically updated.

# Financial & Program Reports



The IAC administered six funding programs for public school construction and one funding program for non-public school construction in FY 2024. Full details, including procedures guides, eligibility requirements, past year information, and legacy programs, are available on the IAC website.

The Nonpublic Aging Schools Program awarded \$3.5 million in FY 2024. Detailed information on the IAC’s public funding programs follows.

# How does the IAC make funding decisions?

Data, policy, and more data.

Funding amounts for the State's Capital Improvement Program are based on funding targets, which are a combination of the LEA's ten-year funding average and enrollment. Other programs use different allocation methods.

Some IAC programs have statutory minimums for LEAs and/or projects and some are competitive based on need.

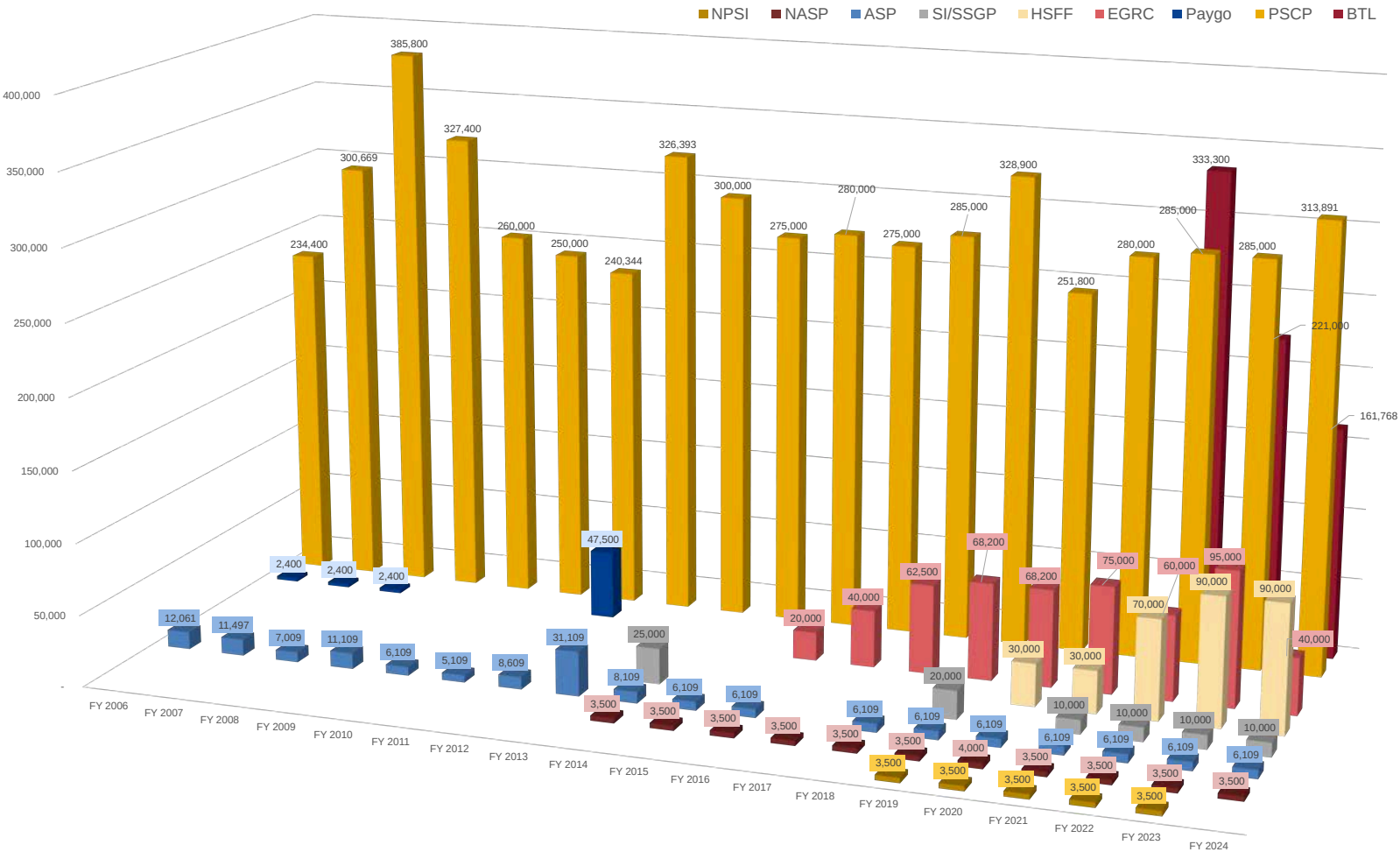
**All funding awards are granted to the extent that the LEA requests funding for projects that are eligible.** Learn more about eligibility and program requirements [on the IAC website](#).

IAC staff work closely with each county to ensure that the IAC’s funding programs are taken advantage of with the greatest long-term benefit to the local and statewide portfolios of school facilities.

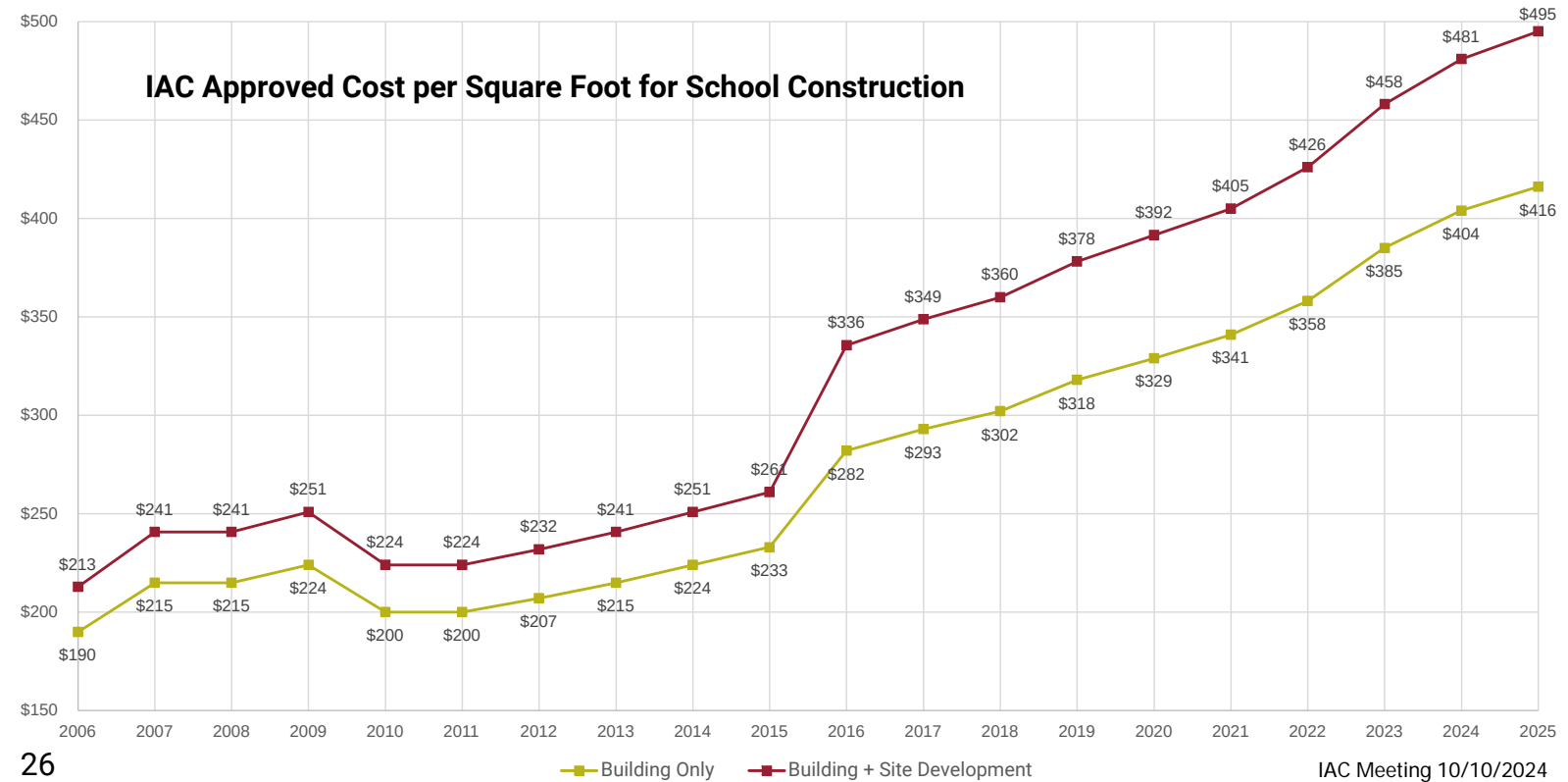
With 1,362 public PK-12 school facilities, we rely on and generate a lot of data.




# Capital Funding by IAC Program FY 2006-2024 (in \$ millions)



While the level of State funding has increased over time, cost inflation in the construction industry is an obstacle to completing the quantity of school construction projects needed in Maryland.





# Helping School Districts Meet the Need

Just as car owners must periodically replace worn out tires, school facilities require significant periodic investments to ensure that they continue to be a sufficient space for teaching and learning. Maryland's public school districts must put a great deal of money and effort every year into maintaining the physical condition and educational sufficiency of the nearly 1,400 PreK-12 facilities in our state.

## There are Five Key Areas of Need

In its work to quantify what our state's school facilities need in order to support decision making at local and State levels regarding both strategies for managing facilities portfolios, the IAC has identified five key areas, or buckets, of need:

### Physical Condition

Needs in this category include regular maintenance for normal wear and tear and for replacements (or full modernizations) at the end of a facility's life.

### Educational Sufficiency

Includes alterations to facility configurations, spaces, and attributes that are required to meet changing educational requirements.

### Capacity to Meet K-12 Enrollment Demand

Needs for additional seats in some areas as a result of increased enrollments.

### Space Required for Additional Pre-Kindergarten Under the Blueprint for Maryland's Future

The Blueprint, which was enacted in 2021, requires the expansion of Pre-Kindergarten services, which results in the needs for additional classroom spaces.

### Decarbonization and Improvement of Energy Efficiency

Maryland has a goal to reduce the state's greenhouse-gas emissions by at least 60% by 2031, obtain net-zero greenhouse gas emissions by 2045, and attain 100% clean energy by 2035.



# Expanding State Supports for School District Projects

The IAC is taking action on multiple levels to support Maryland’s school districts in their management of their facilities portfolios. In FY 2024, the IAC undertook significant activities to expand the funding supports that it provides to LEAs’ projects, including:

## Increased Per-Student Square-Footage Funding

In September 2023, the IAC approved increases to the amount of space per student in which it will participate when it funds additions and major projects. It did so both as a periodic update of its square-foot-per-student Gross Area Baselines (GABs) and to align with requirements in the Blueprint.

In whole, the Blueprint’s goal is to make transformational improvements to Maryland’s public education system through five pillars:

- Pillar 1:** Early Childhood Education
- Pillar 2:** High Quality and Diverse Teachers and Leaders
- Pillar 3:** College and Career Readiness
- Pillar 4:** More Resources for all Students to be Successful
- Pillar 5:** Governance and Accountability

The Gross Area Baselines are the outer boundary of State-supported square footages, based upon traditional practices in facility-space allocations, with additional square footage assigned for Career and Technology Education (CTE) and Special Education programs.

Throughout 2023, the IAC formed and facilitated the Blueprint Facilities Workgroup to hear LEA and State-agency input about how the IAC might implement changes to align funding-allocation policies with the Blueprint. The Workgroup met more than 13 times to explore how school facilities, and our processes for building them, may need to change to support the education initiatives in the Blueprint.

To do this, the Workgroup focused on updates to the GABs. By evaluating data about facility spaces and LEA approaches to designing them, the Workgroup and IAC staff took a deep dive into what school facilities need for several focus areas: Pre-Kindergarten, CTE programs, English Language Learners, small group workspaces, Community Schools and schools with high Concentrations of Poverty, and collaborative teacher spaces.

Approved by the IAC in September of 2023, the updated GABs provide up-to-date square footages for elementary, middle, and high schools, adjusted physical education space components of State-Rated Capacity calculations, and created new square footage add-ons for CTE programs and for schools with high percentages of English Language Learners and Concentrations of Poverty.

These GAB updates, which are a major factor in the State funding that can be applied to each school construction project, allow for additional financial support to LEAs as they implement Blueprint requirements.

To learn more about the overall Blueprint, visit  
[blueprint.marylandpublicschools.org](https://blueprint.marylandpublicschools.org)



## State Participation in the Cost of Activities Related to School Construction Projects

In 2022, the IAC enacted policy changes that made school construction project development and design costs (up to 10% of the project's construction cost) and furniture, fixtures, and equipment (FF&E) (up to 5% of the project construction cost) eligible for State funding. During FY 2024, IAC staff made strides in implementing this new policy to support the hundreds of millions of dollars of projects that LEAs submitted for State funding through the CIP and Built to Learn Program. LEAs can now obtain more State dollars for each major project, which frees up more local dollars for meeting other needs.

## Increased Project Funding Through Add-Ons to State Cost Share of LEAs' Projects

Also in 2022, the General Assembly enacted Chapter 32, which directed that counties receive additional percentage points of State share on eligible costs as follows:

- Ten percentage points if the project is at a school with a Concentration of Poverty level of 80% or greater;
- Five percentage points if the project is at a school with a Concentration of Poverty level of less than 80% but greater than 55%;
- Five percentage points if the project is at a school that received a qualifying high rating on its most recent IAC Maintenance-Effectiveness Assessment; and
- Five percentage points if the project is to build a net-zero-energy school.

During FY 2024, IAC staff worked with each LEA's staff to identify and encourage projects that could qualify for these State-share add-ons. In the FY 2025 100% CIP, the IAC approved allocations to 65 projects that included one or more of these add-ons.

## Connecting LEAs with Additional State and Federal Capital Funds

As described above, modifying school facilities to support meeting the State's climate-protection goals will require significant investment over the next two decades, both to increase energy efficiency and to decarbonize facilities.

During FY 2024, IAC staff coordinated extensively with the Maryland Energy Administration (MEA) to bring financial support from the MEA for energy-related planning and construction projects to LEAs. During FY 2024, with the IAC's assistance, the MEA's Decarbonizing Public Schools Program provided eight district-wide technical-assistance grants to support the implementation of clean-energy practices. These awards will allow the recipients to begin a number of projects, from analyzing facility data and integrating Net-Zero Energy practices to providing general technical and planning support for future years. Additionally, 35 facilities received project-specific awards for a variety of scopes: LED relamping, electrification of boilers, ground-mounted and rooftop solar projects, construction of ground-source heat pump systems, and technical studies for future projects like these.

The MEA's decarbonization program will continue in FY 2025 and LEAs are encouraged to apply and take advantage of the added financial and technical support.

[Learn more about the MEA's  
decarbonization program](#)



In addition, IAC staff worked with a national nonprofit organization to deliver informational webinars to Maryland's LEAs and counties to inform them about how to take advantage of federal Inflation Reduction Act (IRA) Direct Pay reimbursements for eligible components that increase energy efficiency and/or decarbonize their facilities.

## Technical Assistance to LEAs to Maximize Project-Funding Eligibility

During FY 2024, IAC staff continued to work collaboratively with LEAs to best position the projects in each LEA's project pipeline to both maximize their eligibility for State financial support and optimize the fiscal sustainability of their portfolios. Just a few of these projects are highlighted below:

### Cool Spring Elementary School in Prince George's County

Approved for local planning and partial construction funding in the FY 2025 CIP, this PreK-6 replacement project factored in Cooperative Use Space and add-ons to the State cost share for maintenance effectiveness (+5%) as well as a community with a high concentration of poverty (+10%). The State will provide 86% of eligible project costs for a project that would have received 71% without these factors. The IAC anticipates providing additional State funding in future fiscal years.

### Furley Elementary School #206 in Baltimore City

This PreK-5 school received prior support from the IAC in FYs 2021-2024, with additional construction funding in the FY 2025 CIP to replace the existing school facility with a LEED Gold certified public school facility. A portion of the construction funding awarded to this project will be used to create community use spaces and collaborative spaces that will be available to the public during and after school hours. In addition, Baltimore City Recreation and Parks has secured separate funding to replace the recreational center adjoined to the school facility.

### Deer Park Elementary in Baltimore County

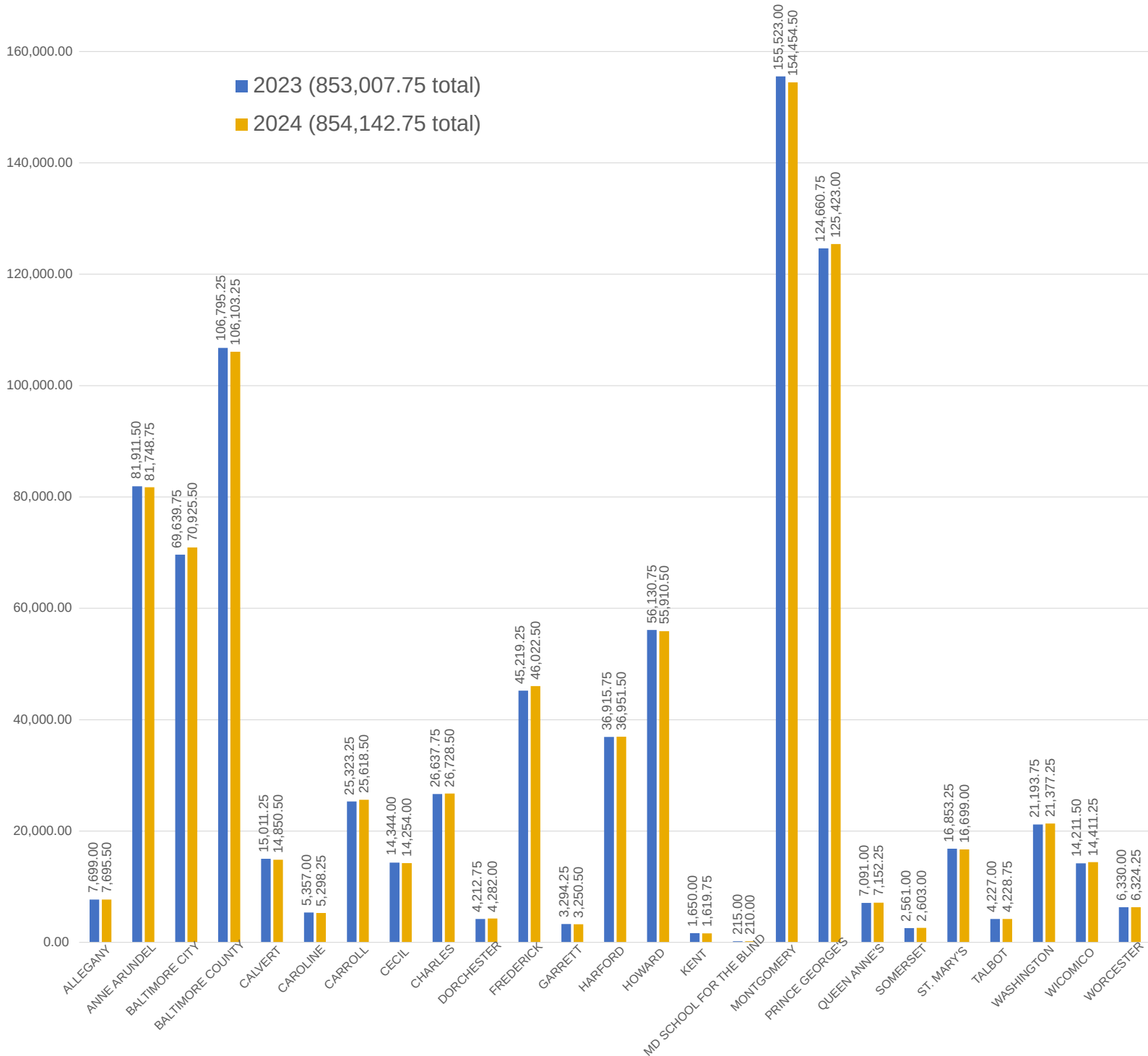
The IAC recently approved \$34,499,000 in Built to Learn funds for the Deer Park Elementary replacement project. In addition to a 5% add-on to the State cost share for maintenance effectiveness, this project was the first to receive the new 5% add-on for net-zero-energy. Deer Park will become Baltimore County's first net-zero-energy school.



# Enrollment by LEA

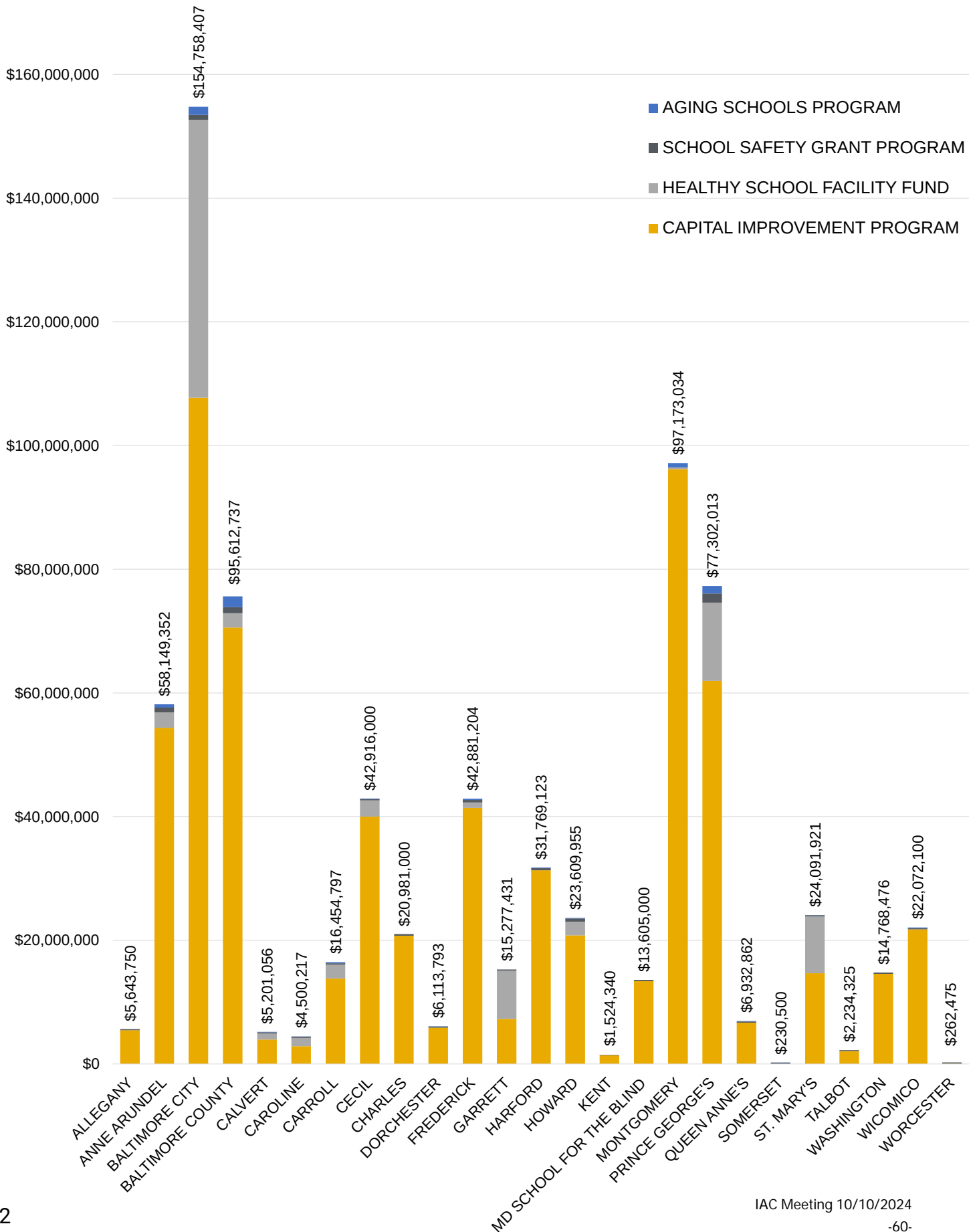
Some, but not all, IAC funding programs and allocations are driven by enrollments, either as a formula like SSGP or as a rough target like the CIP. Compare the enrollment graph below with the funding chart on the following page to see that generally, the distribution of State funding follows enrollments fairly closely.

Enrollments are shown as Full Time Equivalent (FTE) students from Kindergarten through Grade 12.



# Annual Funding Programs

Excludes Multi-Year Programs (Pass-Through Grant and Built to Learn)





## Capital Improvement Program

**\$659M** Awarded      172 Schools      25 LEAs

The State's largest school construction grant program. Can be used for major new, renewal, replacement, addition, or capital maintenance (systemic renovation) projects and includes add-ons for certain LEAs through the Enrollment Growth and Relocatable Classroom program. The FY 2024 CIP included new authorization funds, prior year funds, and LEA reserve funds.

## Healthy School Facility Fund

**\$90M** Awarded      59 Schools      13 LEAs

For projects improving HVAC, mold remediation, temperature regulation, plumbing (including lead in drinking water), roofs, and windows. Priority is given to issues posing an immediate life, safety, or health threat to occupants.

## School Safety Grant Program

**\$10M** Awarded      433 Schools      25 LEAs

Provides funds for school security improvements such as access control, new camera surveillance systems, door hardware and improvements, emergency generators, campus lighting, etc. This program is administered in partnership with the Maryland Center for School Safety.

## Aging Schools Program

**\$6M** Awarded      45 Schools      17 LEAs

Funds projects in aging facilities for capital improvements, repairs, maintenance, and deferred maintenance. Funds can also be used to address life, safety, and public health risks that may negatively impact building occupants.

# Multi-Year Funding Programs

The IAC has two active multi-year funding programs, which involve a one-time infusion of funds to each program to be awarded on a rolling basis over multiple fiscal years until fully awarded.

## Pass-Through Grants

2022 Md. Laws, Ch. 344 (SB291) appropriated \$237 million to be distributed to specified LEAs for school construction projects selected by each County government. These funds are statutorily required to be allocated as block grants to the LEAs with minimal oversight by the IAC. PTG funding was almost entirely awarded in FY 2023, but FY 2024 saw some adjustments of previously awarded projects and small awards to exhaust remaining allocations in three LEAs.

**\$20M** Awarded

3

Schools

3

LEAs

## Built to Learn Program

The program involves revenue bonds issued by the Maryland Stadium Authority (MSA) to fund school construction projects and provides for MSA to optionally manage projects. The total available funding for BTL is based on bond proceeds; the most recent estimate is \$1.7 billion. Approximately \$551M remains to be awarded.

**\$162M**

11

Schools

6

LEAs

### A note about Built to Learn and Public Private Partnerships (P3s)

In FY 2024, Prince George's County opened six new school buildings through a locally-funded P3, which is an alternative financing method that can be used to fund school construction and maintenance. A second P3, which will involve State funding, was closely reviewed by IAC staff during much of FY 2024. In July 2024, the IAC entered into a Memorandum of Understanding (MOU) and approved of the Project Agreement (PA) between Prince George's County Public Schools and the private developer. In accordance with with §4-126.1 of Education Article, these actions will allow for Built to Learn program funding to be used for the State share of projects completed in Prince George's second P3.

# Funds Awarded in FY 2024

	Aging Schools Program	School Safety Grant Program	Pass Through Funding	Healthy School Facility Fund	Built to Learn	Capital Improvement Program	Total
Allegany		\$200,000				\$5,443,750	\$5,643,750
Anne Arundel	\$515,689	\$797,000		\$2,480,500		\$54,356,163	\$58,149,352
Baltimore City	\$1,305,712	\$806,000		\$44,937,198		\$107,709,497	\$154,758,407
Baltimore County	\$1,739,227	\$1,001,000	\$20,000,000	\$2,299,160		\$70,573,350	\$95,612,737
Calvert	\$68,304	\$200,000		\$989,295	\$13,566,212	\$3,943,457	\$18,767,268
Caroline	\$24,134	\$200,000	\$56,883	\$1,355,200		\$2,864,000	\$4,500,217
Carroll	\$161,500	\$243,000		\$2,240,000		\$13,810,297	\$16,454,797
Cecil	\$100,000	\$200,000		\$2,616,000		\$40,000,000	\$42,916,000
Charles		\$251,000				\$20,730,000	\$20,981,000
Dorchester	\$38,293	\$200,000				\$5,875,500	\$6,113,793
Frederick	\$184,402	\$415,000		\$880,300		\$41,401,502	\$42,881,204
Garrett		\$199,931		\$7,815,500	\$3,162,862	\$7,262,000	\$18,440,293
Harford	\$99,000	\$353,000				\$31,317,123	\$31,769,123
Howard	\$87,776	\$510,000		\$2,214,300		\$20,797,879	\$23,609,955
Kent		\$71,881	\$18,459		\$1,569,659	\$1,434,000	\$3,093,999
MSB		\$200,000				\$13,405,000	\$13,605,000
Montgomery	\$708,700	\$1,476,000		\$268,084	\$139,590,500	\$96,196,250	\$238,239,534
Prince George's	\$1,209,000	\$1,141,000		\$12,671,192		\$61,945,821	\$76,967,013
Queen Anne's	\$49,800	\$199,500				\$6,683,562	\$6,932,862
Somerset	\$30,500	\$200,000					\$230,500
St. Mary's	\$50,272	\$199,997		\$9,170,469		\$14,671,183	\$24,091,921
Talbot		\$149,325			\$3,878,801	\$2,085,000	\$6,113,126
Washington		\$207,000				\$14,561,476	\$14,768,476
Wicomico	\$106,627	\$200,000				\$21,765,473	\$22,072,100
Worcester		\$200,000				\$62,475	\$262,475
<b>Total</b>	<b>\$6,478,936</b>	<b>\$9,820,634</b>	<b>\$20,075,342</b>	<b>\$89,937,198</b>	<b>\$161,768,034</b>	<b>\$658,894,758</b>	<b>\$946,974,902</b>

An additional \$3,499,999 was awarded to nonpublic school facilities in MD through the Nonpublic Aging Schools Program.



# IAC Staff

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**Cassandra Viscarra**, Deputy Director  
**Lolita Carter-Ross**, Human Resources Manager  
**Victoria Howard**, Policy Analyst  
**Hannah Sturm**, Administrative Services Manager

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**Arabia Davis**, Funding Programs Manager  
**Sheron Johnson**, Funding Programs Assistant  
**Deterrion Sims**, Funding Programs Assistant

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**Sadi Abrar**, Chief Financial Officer  
**Popi Paragios**, Finance Manager  
**Sheronda Gordon**, Finance Administrator  
**Ashley Hicks**, Finance & Operations Assistant  
**Tatyana Tate**, Finance & Funding Programs Assistant

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**Nabhodipta Sil Upadhyay**, Director of IT  
**Brett Stevens**, Assistant Director of IT  
**Mickey Meredith**, IT Projects Manager  
**Robert Davis**, Software Engineer  
**Robert Goetz**, Systems Trainer

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**Scott Snyder**, Assessment & Maintenance Group Manager  
**David Bailey**, Lead Maintenance Assessor  
**Kenneth Johnson**, Lead School Facilities Assessor  
**Michael Bitz**, Facilities Assessor  
**Edward Brady**, Facilities Assessor  
**Kyle Connolly**, Facilities Assessor  
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**Jason Johnson**, Facilities Assessor  
**Ben Kaplan**, Assessment Data Coordinator  
**Daniel McBee**, Facilities Assessor  
**Soulihe Nida**, Facilities Assessor  
**Mark Stevens**, Facilities Assessor  
**Brooke Finneran**, Maintenance Administrative Officer

## Capital Projects

**Melissa Wilfong**, Capital Projects Director  
**Gene Shanholtz**, Lead Capital Projects Manager  
**Lisa Vaughn**, Capital Projects Manager  
**Sean Vorsteg**, Capital Projects Manager  
**LaQuay Fleming**, Field Operations Administrator

## Planning

**Jamie Bridges**, Planning Manager  
**Graham Twibell**, Regional Planner  
**Taylor Fitts**, Planner

---

# Partner Agency Staff

## Office of School Facilities

**Jillian Storms**, Executive Director  
**Semaj Tucker**, Architect Supervisor  
**Swapnil Joshi**, Architect  
**Martin Lubin**, Architect  
**Jo Anne Murray**, Architect  
**Maria Prawirodihardjo**, Architect  
**Myron Mason**, Program Officer

## Department of Planning

**Chuck Boyd**, Assistant Secretary of Planning Services

## Department of General Services

**Craig Curtis**, Chief of Public Schools & Community Colleges Construction Program  
**Katie Shaffer**, Public Schools Construction Administrator



#### Item 4. FY 2025 Healthy School Facility Fund Recommendations for Baltimore City Public Schools

##### **Motion:**

To approve Fiscal Year 2025 Healthy School Facility Fund (HSFF) project awards for Baltimore City Public Schools (City Schools) totaling \$45,000,000 as presented.

##### **Background Information:**

Funding through the HSFF program is distributed to projects that improve the environmental health of Maryland's public school facilities and are based on the prioritization of project categories as outlined in the HSFF Administrative Procedures Guide.

For FY 2025, the HSFF Program has been appropriated \$90 million. Per Education Article § 5-322(j)(1)(iv), half of the appropriated HSFF program funding is dedicated for use in Baltimore City public schools; for FY 2025 this totals \$45 million.

On July 11, 2024, the IAC approved a total of \$45 million for 24 projects for ten other LEAs based upon competitive applications and IAC staff recommendations.

Education Article § 5-303(k), Annotated Code of Maryland requires that the LEA's State cost share percentage be increased if a project is determined to be eligible for the concentration of poverty and maintenance add-ons. Accordingly, IAC staff have confirmed that the six projects submitted by City Schools either qualify for one or both of the add-ons, thereby increasing the State's participation to 100% of the eligible project costs. The table below provides a summary of project types and total funding amounts.

Project Categories	# of Projects Requested	Total Estimated Cost	Design Costs Requested	FY 2025 State Funding Requested	FY 2025 HSFF Design and Construction Funding Recommended	# of Projects Approved
Roof	5	\$36,804,830	\$3,018,078	\$39,822,908	\$39,822,908	5
Lack of, unreliable, or insufficient air-conditioning	1	\$7,384,496	\$ -	\$7,384,496	\$5,177,092	1
<b>Grand Total</b>	<b>6</b>	<b>\$44,189,326</b>	<b>\$3,018,078</b>	<b>\$47,207,404</b>	<b>\$45,000,000</b>	<b>6</b>

IAC staff recommend approval of the project awards as presented on the following pages of this Item.

County	PSC Number	School Name	Project Type	Detailed Description	LEA State Cost Share without add-ons	Total State HSFF Amount Requested for Design and Construction	HSFF Prior Year Funds	FY 2024 HSFF Allocations	LEA State Cost Share Percent (based on add-ons)
Baltimore City	30.224	Abbottston Building #050	Roof	Replace the (1994) 36,000 sf built-up roof.	94%	\$3,060,000	\$0	\$3,060,000	100%
Baltimore City	30.113	Carver Vocational Tehnical High CTE #454	Roof	Replace the (1986) 219,050 sf built-up roof.	94%	\$8,800,033	\$0	\$8,800,033	100%
Baltimore City	30.248	Curtis Bay PreK-8 #207	Roof	Replace the (1987) 41,930 sf built-up roof.	94%	\$3,564,050	\$0	\$3,564,050	100%
Baltimore City	30.248	Curtis Bay PreK-8 #207	HVAC	Replace the 1964 heating and ventilation system and install a new air conditioning system. The two boilers replaced in 2001 are not being replaced.	94%	\$7,384,496	\$0	\$5,177,092	100%
Baltimore City	30.174	Northern Building #402	Roof	Replace the (1986) 219,050 sf built-up roof.	94%	\$20,481,175	\$0	\$20,481,175	100%
Baltimore City	30.082	Westport PreK-8 #225	Roof	Replace the (1996) 32,200 sf flat roof and 9,700 sf sloped roof.	94%	\$3,917,650	\$0	\$3,917,650	100%
Baltimore City Totals						\$47,207,404	\$0	\$45,000,000	

**Item 5. Gross Area Baseline Variance – Carroll County Public Schools – Friendship Valley Elementary School (PSC 06.038) – PRIDE Program Addition**

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**Motion:**

To approve a Gross Area Baseline (GAB) variance for an additional 7,960 gross square feet (GSF) for the addition project at Carroll County's Friendship Valley Elementary School (PSC 06.038) which will house the regional elementary alternative education program.

**Background Information:**

On March 22, 2024, Carroll County Public Schools (CCPS) submitted a GAB variance request for an additional 7,960 GSF for the Friendship Valley Elementary School addition project, which received design funding from the FY 2025 Capital Improvement Program. The PreK/K addition project is estimated to be eligible for a 5,727 square foot addition and renovation of 857 square feet for a total estimated project eligibility of 6,584. The final eligible amount will be determined when the project receives its first construction funding award. If this GAB variance is approved, the estimated total project square footage is 14,544.

Although the IAC updated Gross Area Baselines in 2023, those updates did not consider alternative education. Under COMAR 14.39.02.06.E, the IAC may adjust GAB square footage on a case-by-case basis. Each GAB variance analysis is specific to the school facility at issue as well as the specific factors identified as part of the IAC staff's review. This analysis and approval is not applicable to other projects.

Staff analyzed the information provided by CCPS as well as other applicable documentation regarding the program requirements for the project and found that additional square footage is warranted to support the project for the following reasons:

- The PRIDE program (Positive Response to Issues of Discipline with Elementary Students) is a short-term behavioral intervention program requiring increased student support staffing, temporary separation of students, and specialized support spaces. The program is currently provided in portables on the Friendship Valley ES site.
- Continued colocation of the PRIDE program with the existing Friendship Valley ES supports the goal of the program, which is to build the skills necessary to transition students back to their home school by providing greater opportunity for students to participate in classes with their peers.

Because of these considerations, IAC staff recommend approval of an additional 7,960 GSF for the project which results in an estimated increase to the Maximum State Allocation of \$2,654,000 based upon the IAC's current funding factors.

IAC staff recommend approval of this request.

**Item 6.           FY 2024 Healthy School Facility Fund Project Extension Request – Calvert County Public Schools – Windy Hill Middle School (PSC 04.022) – Chiller Replacement**

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**Motion:**

To approve Calvert County Public Schools' (CCPS) request to extend the FY 2024 Healthy School Facility Fund (HSFF) Windy Hill Middle School (PSC 04.022) chiller replacement project deadlines for the substantial expenditure of funds to September 30, 2026 and for the submission of reimbursement requests to October 31, 2026.

**Background Information:**

CCPS is requesting an extension to two FY 2024 HSFF deadlines for the Windy Hill Middle School chiller replacement project. Bids are expected to be received on time and, based on the time needed for submittal, review, approval, and release of the chiller, which is the piece of equipment with the longest lead time associated with the project, the work is not expected to begin until fall of 2025. Additionally, in order to properly test the chiller, the LEA will need to wait until June 2026, when temperatures are warm enough for proper system loading. Accordingly, the LEA has requested that the deadline for the substantial expenditure of funds be extended from October 3, 2025 to September 30, 2026 and that the deadline for the submission of reimbursement requests be extended from May 1, 2026 to October 31, 2026.

IAC staff recommend approval.



**Item 7.        FY 2023 Healthy School Facility Fund Project Extension Request – Charles County Public Schools – Mary H. Matula Elementary School (PSC 08.032) – Roof Replacement**

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**Motion:**

To approve Charles County Public Schools' (CCPS) request to extend the FY 2023 Healthy School Facility Fund (HSFF) Mary H. Matula Elementary School (PSC 08.032) roof replacement project deadlines for the substantial expenditure of funds to October 1, 2025 and for the submission of reimbursement requests to December 1, 2025.

**Background Information:**

CCPS is requesting an extension to the FY 2023 HSFF deadline for the Mary H. Matula Elementary School roof replacement project. Due to the timing of the completion of the design documents in mid-June 2024, it was determined that it was too late to move forward with summer construction. The project schedule indicates that bids will be solicited on October 24, 2024 and bid opening will occur on November 21, 2024. The LEA expects to have the contract award package ready for review at the IAC's December 2024 meeting for approval and to award the contract by January 10, 2025. Construction would then begin on May 1, 2025 with work expected to be completed by December 1, 2025.

IAC staff recommend approval of the LEA's request.



# CHARLES COUNTY PUBLIC SCHOOLS

5980 Radio Station Road  
P.O. Box 2770  
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www.ccboe.com

**Maria V. Navarro, Ed.D.**  
*Superintendent of Schools*

**Michael L. Heim**  
*Chief of Operations and Supporting Services*

## Office of Operations and Supporting Services

Maintenance: 301-934-7288  
Operations: 301-934-7283  
Planning and Construction: 301-934-7290  
Safety & Risk Management: 301-934-7275  
Supporting Services: 301-934-7270  
Transportation: 301-934-7262

September 12, 2024

Alex Donahue  
Executive Director  
Interagency Commission on School Construction  
351 W. Camden Street, Suite 701  
Baltimore, MD 21201

Re: FY2023 Healthy Schools - Extension Request  
Mary H. Matula Elementary School Roof Replacement

Dear Mr. Donahue,

Charles County Public Schools is submitting this extension request for the October 10, 2024, meeting of the Interagency Commission on School Construction (IAC) for the FY 2023 Healthy Schools project, Mary H. Matula Elementary School Roof Replacement.

The project was awarded FY 2023 Healthy Schools funding on September 8, 2022, and CCPS began to secure the design team. CCPS contracted with one of the on-call designers and began work. The documents were completed on June 14, 2024, too late for summer construction. CCPS is finalizing the bid set with the designer and will submit to DGS for the construction documents (CD) review in the coming week. The schedule for this project has bid documents available on October 24, 2024, and opening bids on November 21, 2024. The contract award is targeted for the December 12, 2024, IAC meeting with contract award by January 10, 2025. Work would begin May 1, 2025, on second shift and work would be substantially complete by October 1, 2025.

Charles County Public Schools asks that the IAC approve an extension until October 1, 2025, to allow this project to be completed.

Sincerely,

Steve Andritz  
Director of Planning and Construction

**Steven M. Andritz**  
*Director of Planning & Construction*

**Jason L. Tonkins**  
*Director of Transportation*

**Glenn Belmore**  
*Risk Manager*

**April K. Murphy**  
*Supervisor of Operations*

**Thomas C. Gragan**  
*Supervisor of Maintenance*

**Item 8.           FY 2023 Healthy School Facility Fund Project Extension Request – Charles County Public Schools – General Smallwood Middle School (PSC 08.005) – Roof Replacement**

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**Motion:**

To approve Charles County Public Schools' (CCPS) request to extend the FY 2023 Healthy School Facility Fund (HSFF) General Smallwood Middle School (PSC 08.005) roof replacement project deadlines for the substantial expenditure of funds to October 1, 2026 and for the submission of reimbursement requests to December 1, 2026.

**Background Information:**

CCPS is requesting an extension to the FY 2023 HSFF deadline for the General Smallwood Middle School roof replacement project to properly align it with the FY 2025 CIP HVAC replacement project being completed at the same school. The two referenced projects were designed and bid together. Because funding for these projects was awarded in different fiscal years and through separate funding programs, the construction of the roof replacement portion of the project began in May 2024. Funding for the HVAC system was awarded at the IAC's May 2024 meeting; the LEA's current project schedule indicates that work will need to happen over three summers (2024, 2025, and 2026) and is expected to be completed by December 1, 2026.

IAC staff recommend approval of the LEA's request.



# CHARLES COUNTY PUBLIC SCHOOLS

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Supporting Services: 301-934-7270  
Transportation: 301-934-7262

September 12, 2024

Alex Donahue  
Executive Director  
Interagency Commission on School Construction  
351 W. Camden Street, Suite 701  
Baltimore, MD 21201

Re: FY2023 Healthy Schools - Extension Request  
General Smallwood Middle School Roof Replacement

Dear Mr. Donahue,

Charles County Public Schools is submitting this extension request for the October 10, 2024, meeting of the Interagency Commission on School Construction (IAC) for the FY 2023 Healthy Schools project, General Smallwood Middle School Roof Replacement.

The project was awarded FY 2023 Healthy Schools funding on September 8, 2022, for the roof portion of the project. CCPS had secured proposals from the design team on August 24, 2022. CCPS advanced the design for the roof and HVAC replacement. Bid documents were made available on January 31, 2024, and bids were submitted on February 28, 2024. The IAC approved the contract to Scheibel Construction on April 11, 2024, the contract was awarded and issued the Notice to Proceed on April 26, 2024. The construction commenced this summer, starting the day after students and teachers left the building.

Charles County Public Schools designed and bid this project as a roof and HVAC replacement project. FY 2025 CIP funds were approved in December 2023 and May 2024 for the HVAC portion of the project. The project is scheduled to occur over three summers: 2024, 2025 and 2026.

Charles County Public Schools asks that the IAC approve an extension until October 1, 2026, to allow this project to be completed.

Sincerely,

Steve Andritz  
Director of Planning and Construction

**Steven M. Andritz**  
*Director of Planning & Construction*

**Jason L. Tonkins**  
*Director of Transportation*

**Glenn Belmore**  
*Risk Manager*

**April K. Murphy**  
*Supervisor of Operations*

**Thomas C. Gagan**  
*Supervisor of Maintenance*



**Item 9. FY 2023 Healthy School Facility Fund Amendments – Wicomico County Public Schools**

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**Motion:**

To amend two FY 2023 Healthy School Facility Fund (HSFF) awards for Wicomico County Public Schools (WCPS) by reducing the award for the Pittsville Elementary Middle School (PSC 22.019) roof replacement project by \$2,347 and reallocating the funds to the Wicomico High School (PSC 22.009) roof replacement project.

**Background Information:**

On September 13, 2024, IAC staff received a request from WCPS to amend the FY 2023 HSFF by reallocating a portion of funding from the Pittsville Elementary Middle School roof replacement project to the Wicomico High School roof replacement project. This request will utilize the \$2,347 remaining after contracting the Pittsville Elementary Middle School roof project to provide additional State funding for the Wicomico High School roof project.

School Facility	Project	FY of Approved Funds	Previously Approved State Funds	Requested Funding Change	New State Funding Amount
Pittsville Elementary Middle	Roof Replacement	2023	\$872,000	(\$2,347)	\$869,653
Wicomico High	Roof Replacement	2023	\$6,006,000	\$2,347	\$6,008,347
Total			\$6,878,000	-	\$6,878,000

IAC staff recommend approval of these reallocations.



Leisl Ashby, AIA  
Director of Facility Services  
Planning + Construction

# Wicomico County Public Schools

2424 Northgate Drive, Salisbury • P.O. Box 1538, Salisbury, MD 21802-1538 • 410-677-4400

*Learning Today, Leading Tomorrow*

Division of Business & Operations  
Department of Facility Services  
Planning + Construction

September 13, 2024

Interagency Commission on School Construction  
200 West Baltimore Street, Suite 216  
Baltimore, MD 21201  
[lac.pscp@maryland.gov](mailto:lac.pscp@maryland.gov)

To Whom It May Concern,

Wicomico County Public Schools is requesting the realignment of HSFF FY 23 funding to an already existing HSFF project (Wicomico High School Roof Replacement 22.009.23). **We request that the savings of \$2,347 identified below for the Pittsville Roof Project be applied to the Wicomico High School Roof Replacement 22.009.23.**

Facility and PSC	Project	FY of Approved Funds	Previously Approved Funds	Requested Funding Change	Requested Amended Funds
Wicomico High School (PSC 22.009)	Roof	2023	\$6,014,473	\$2,347	\$6,016,820
Pittsville Elementary/Middle School (PSC 22.019)	Roof	2023	\$872,000	(\$2,347)	\$869,653
Total			\$6,886,473	\$0	\$6,886,473

Thank you for your time and consideration.

Leisl Ashby, AIA, CCS, NCARB  
Director of Facility Services | Planning + Construction

[www.wicomicoschools.org](http://www.wicomicoschools.org)

The Wicomico County Board of Education prohibits illegal discrimination based on race, ethnicity, color, ancestry, national origin, religion, immigration status, sex, gender, gender identity, gender expression, sexual orientation, family/parental status, marital status, age, physical or mental disability, poverty and socioeconomic status, language, or other legally or constitutionally protected attributes or affiliations and provides equal access to the Boy Scouts and other Title 36 designated youth groups. Discrimination undermines our community's long-standing efforts to create, foster and promote equity, inclusion and acceptance for all.

**Item 10. Built to Learn Funding Request – Anne Arundel County Public Schools – Old Mill High School (PSC 02.139) – Replacement**

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**Motion:**

To approve Anne Arundel County Public Schools' (AACPS) request for Built to Learn (BTL) construction funding for the Old Mill High School (PSC 02.139) replacement project totaling \$46,793,000.

**Background Information:**

The Built To Learn Act of 2020 became effective February 12, 2021. The Act authorizes the Maryland Stadium Authority (MSA) to sell revenue bonds to fund up to \$2.2 billion in school construction projects approved on a rolling basis by the IAC. Currently, based upon information from MSA, the IAC will base its approval on total estimated available funding of \$1.7 billion until such time that the MSA informs the IAC that its estimate of availability based upon available debt service payments to support the bonds has changed.

In accordance with the Built to Learn Act, AACPS is eligible for the lesser of either the actual constructed square footage or up to 150% of the Gross Area Baseline. AACPS is requesting BTL funding for the construction of 313,698 GSF for the replacement of Old Mill High School, and demolition of the existing 283,194 GSF school facility for an eligible enrollment of 1,462 students. Based on the LEA's requested scope, the State cost share of 50%, and the maintenance add-on of 5%, the Maximum State Allocation for the project is \$97,541,000. The LEA has requested that their remaining BTL allocation of \$46,793,000 be applied to this project. The balance of construction funding has been requested by the LEA through the IAC's FY 2026 Capital Improvement Program.

IAC staff recommend approval of the request.



STATE OF MARYLAND - CAPITAL IMPROVEMENT PROGRAM / BUILT TO LEARN  
COMPUTATION SUPPLEMENTAL WORKSHEET FOR ESTIMATING THE STATE ALLOCATION FOR FY 2026  
(Amounts rounded to the nearest 1,000)

LEA Entry  
IAC Entry

PSC No.: 02.139		Anne Arundel				Priority #	1
Project Type: Replacement		Old Mill High (Site)				CIP or CIP/BTL	CIP/BTL
GROSS AREA BASELINE in GSF		Educ. Type	Eligible Enrollment	GSF per student	Total GSF	Request Type	Construction Funding
		PreK		x 115.00	=	Basis for Applied Funding Factors:	Estimate
		Elementary (K-5)		x 115.00	=	Date of First Construction Funding:	10/10/2024
		Middle		x 128.00	=	Bid Date (Actual Only):	
		High	1,462	x 156.11	= 228,232	State Cost Share %	50%
		Special ED Elem		x	=	Concentration of Poverty Add-on	-
		Special ED Middle		x	=	Maintenance Add-on	5%
		Special ED High	50	x 43.89	= 2,195	Net Zero Energy Add-on	-
						State Cost Share % w/Add-ons	55%
					230,427	Enrollment Case # (if applicable)	
		Existing Facility GSF	283,194	Adjusted Eligible GSF*	314,481		
		Demolition of Existing GSF	283,194				
		Revised Existing Facility GSF	-				
		Eligible New GSF	314,481				
NEW GSF						Construction Cost	Cost State Share
		A. Eligible New GSF	313,698	x 416.00		130,498,000	71,774,000
		B. Cooperative-Use Space (GSF)		x 416.00			
		C. CTE Program-Based GSF Add-on		x 416.00			
		D. Concentration of Poverty/EL Add-on		x 416.00			
		E. GAB Variance (if applicable)		x 416.00			
		F. Facility Addition Subtotal (A+B+C+D+E)	313,698			130,498,000	71,774,000
		G. Site Development (0.19*F)		x 19%		24,795,000	13,637,000
		H. Facility Addition & Site Subtotal (F+G)				155,293,000	85,411,000
		I. Design Cost (0.1*H)		x 10%		15,529,000	8,541,000
		J. Furniture, Fixtures and Equipment (0.05*F)		x 5%		6,525,000	3,589,000
		K. Total Costs for new space (H+I+J)				177,347,000	97,541,000
RENOVATED GSF						Construction Cost	Cost State Share
		Age of Structure	Construction Year	GSF to be Renovated	Cost per GSF	Percentage to be Covered	Cost
		40 & older		x	416.00	x 100%	=
		31-39		x	416.00	x 85%	=
		26-30		x	416.00	x 75%	=
		21-25		x	416.00	x 65%	=
		16-20		x	416.00	x 50%	=
		0-15		x	416.00	x 0%	=
		L. Eligible Structure Renovation					
		M. Cooperative-Use Space (GSF)		x 416.00			
		N. CTE Program-Based GSF Add-on		x 416.00			
		O. Concentration of Poverty/EL Add-on		x 416.00			
		P. GAB Variance (if applicable)		x 416.00			
		Q. Facility Reno Subtotal (L+M+N+O+P)					
		R. Site Development (0.1*Q)			5%		
		S. Facility Renovation & Site Subtotal (Q+R)					
		T. Design Cost (0.1*S)			10%		
		U. Furniture, Fixtures and Equipment (0.05*Q)			5%		
		V. Total Cost for Renovated Space (S+T+U)					
TOTAL COST						177,347,000	97,541,000
Less Prior State Funds for Related Projects							
MAXIMUM STATE ALLOCATION							97,541,000
Less BTL allocations for the Project							(46,793,000)
BALANCE							50,748,000
Additional Notes: The "Net State Funding" on this worksheet is an estimate of the maximum State allocation for this project, but may be reduced based on the costs of the approved contract(s), ineligible items, and change orders.							Date Local Planning (LP) Approved: N/A
Project consists of 299,896 gsf new construction and an add alternate for 12 additional classrooms of 13,802 gsf for a total of 313,698 gsf and demolition of the entire existing facility per design document submission.							Date Revised: 09/17/24

**Item 11. Built to Learn Funding Request – Washington County Public Schools –  
Downsville Pike Elementary (PSC 21.059) – Replacement**

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**Motion:**

To approve Washington County Public Schools' (WCPS) request for Built to Learn (BTL) construction funding for the new Downsville Pike Elementary School (PSC 21.059) project totaling \$19,036,473.

**Background Information:**

The Built To Learn Act of 2020 became effective February 12, 2021. The Act authorizes the Maryland Stadium Authority (MSA) to sell revenue bonds to fund up to \$2.2 billion in school construction projects approved on a rolling basis by the IAC. Currently, based upon information from MSA, the IAC will base its approval on total estimated available funding of \$1.7 billion until such time that the MSA informs the IAC that its estimate of availability based upon available debt service payments to support the bonds has changed.

Washington County Public Schools (WCPS) is seeking BTL funding for the new Downsville Pike Elementary School project. This new facility will replace two of Washington County's smallest and least adequate elementary schools, Hickory Elementary School (PSC 21.004) and Fountain Rock Elementary School (PSC 21.043). Upon completion of this project, both existing schools will be closed, with the LEA to determine future use of the facilities at a later date. The project involves the construction of a new facility measuring 84,370 square feet, designed to accommodate 688 students. Given the scope requested by the LEA and the State cost share, which includes a maintenance add-on of 5% and a concentration of poverty add-on of 5%, the Maximum State Allocation for this project is \$41,975,000. The LEA has requested that its full BTL allocation of \$19,036,473 be dedicated to this project. The LEA plans to seek the remaining construction funding through the IAC's Capital Improvement Program.

IAC staff recommend approval of this request.





STATE OF MARYLAND - CAPITAL IMPROVEMENT PROGRAM / BUILT TO LEARN  
COMPUTATION SUPPLEMENTAL WORKSHEET FOR ESTIMATING THE STATE ALLOCATION FOR FY 2026  
(Amounts rounded to the nearest 1,000)

LEA Entry  
IAC Entry

PSC No.:	21.059	Washington				Priority #	1
Project Type:	New	Downsville Pike Elementary				CIP or CIP/BTL	CIP/BTL
GROSS AREA BASELINE in GSF		Educ. Type	Eligible Enrollment	GSF per student	Total GSF	Request Type	Funding
		PreK	65	x 127.14	= 8,264	Basis for Applied Funding Factors:	Estimate
		Elementary (K-5)	605	x 127.14	= 76,920	Date of First Construction Funding:	
		Middle		x 143.78	=	Bid Date (Actual Only):	
		High		x 165.00	=	State Cost Share %	78%
		Special ED Elem	20	x 52.86	= 1,057	Concentration of Poverty Add-on	5%
		Special ED Middle		x	=	Maintenance Add-on	5%
		Special ED High		x	=	Net Zero Energy Add-on	-
					86,242	State Cost Share % w/Add-ons	88%
		Existing Facility GSF	-	Adjusted Eligible GSF*	-	Enrollment Case # (if applicable)	2023_002
		Demolition of Existing GSF	-				
		Revised Existing Facility GSF	-				
		Eligible New GSF	86,242				
NEW GSF						Construction Cost	Cost State Share
		A. Eligible New GSF	84,370	x 416.00		35,098,000	30,886,000
		B. Cooperative-Use Space (GSF)		x 416.00			
		C. CTE Program-Based GSF Add-on		x 416.00			
		D. Concentration of Poverty/EL Add-on		x 416.00			
		E. GAB Variance (if applicable)		x 416.00			
		F. Facility Addition Subtotal (A+B+C+D+E)	84,370			35,098,000	30,886,000
		G. Site Development (0.19*F)		x 19%		6,669,000	5,869,000
		H. Facility Addition & Site Subtotal (F+G)				41,767,000	36,755,000
		I. Design Cost (0.1*H)		x 10%		4,177,000	3,676,000
		J. Furniture, Fixtures and Equipment (0.05*F)		x 5%		1,755,000	1,544,000
		K. Total Costs for new space (H+I+J)				47,699,000	41,975,000
RENOVATED GSF						Construction Cost	Cost State Share
		Age of Structure	Construction Year	GSF to be Renovated	Cost per GSF	Percentage to be Covered	Cost
		40 & older		x 416.00	x 100%	=	
		31-39		x 416.00	x 85%	=	
		26-30		x 416.00	x 75%	=	
		21-25		x 416.00	x 65%	=	
		16-20		x 416.00	x 50%	=	
		0-15		x 416.00	x 0%	=	
		L. Eligible Structure Renovation					
		M. Cooperative-Use Space (GSF)		x 416.00			
		N. CTE Program-Based GSF Add-on		x 416.00			
		O. Concentration of Poverty/EL Add-on		x 416.00			
		P. GAB Variance (if applicable)		x 416.00			
		Q. Facility Reno Subtotal (L+M+N+O+P)					
		R. Site Development (0.1*Q)			5%		
		S. Facility Renovation & Site Subtotal (Q+R)					
		T. Design Cost (0.1*S)			10%		
		U. Furniture, Fixtures and Equipment (0.05*Q)			5%		
		V. Total Cost for Renovated Space (S+T+U)					
TOTAL COST						47,699,000	41,975,000
Less Prior State Funds for Related Projects							
MAXIMUM STATE ALLOCATION							41,975,000
Less BTL allocations for the Project							- \$19,036,473
BALANCE							22,938,527
Additional Notes: The "Net State Funding" on this worksheet is an estimate of the maximum State allocation for this project, but may be reduced based on the costs of the approved contract(s), ineligible items, and change orders.						Date Local Planning (LP) Approved: N/A	
Project consists of 84,370 sf new construction per the DD Submission.						Date Revised: 09/26/24	

**Item 12.      FY 2025 Amendments to the Nonpublic Aging Schools Program Administrative Procedures Guide**

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**Motion:**

To approve the Administrative Procedures Guide (APG) for the Nonpublic Aging Schools Program (NASP) for FY 2025; to authorize the Executive Director of the Maryland State Department of Education's Office of School Facilities (MSDE OSF) to approve extensions for applicants and changes in the scope of approved projects; and, to authorize IAC and MSDE OSF staff to make non-substantive changes as needed.

**Background Information:**

In consultation with the IAC, the Maryland State Department of Education Office of School Facilities has provided the draft NASP APG, which provides the dates for the FY 2025 cycle and information regarding administration of the program, including context and procedures for the authorization of extensions to the timeline for contracting and reimbursement. The draft procedures under consideration can be found on the following pages.

IAC staff recommend approval.

**PROCEDURES FOR THE**  
**Senator James E. “Ed” DeGrange**  
**NONPUBLIC AGING SCHOOLS PROGRAM**

**NASP**

**FISCAL YEAR 2025**

**Issued: October XX, 2024**

These procedures are available for download at:  
[https://iac.mdschoolconstruction.org/?page\\_id=752](https://iac.mdschoolconstruction.org/?page_id=752)

Submit Applications for this program online at:  
<https://agingschools.msde.maryland.gov/Home/Index>



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



Interagency Commission on School Construction  
351 W. Camden Street, Suite 701  
Baltimore, Maryland 21201

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# Procedures for the Nonpublic Aging Schools Program - Fiscal Year 2025 (FY 25)

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### Forms: (Separate Attachment)

- A. Form A: Building Age Worksheet (Downloaded through the Application.)
- B. Form B: Grant Assurances (Downloaded through the Application.)
- C. Form C: Request for Reimbursement to Nonpublic Schools (IAC FORM 306.2 Revised for Nonpublic Schools. Available on the IAC website.)
- D. Form D: Contractor's Certification of Receipt of Payment (IAC FORM 306.2a Revised for Nonpublic Schools. Available on the IAC website.)

## A. Introduction/Overview

The Maryland General Assembly is providing \$3,500,000 for the Senator James E. “Ed” DeGrange Nonpublic Aging Schools Program for the Fiscal Year 2025 (July 1, 2024 – June 30, 2025) in grants for renovations and improvements to existing nonpublic school buildings.

Nonpublic schools (except preschools) that were eligible in Fiscal Year 2024 (FY24) for the Aid to Nonpublic Schools Program for the purchase of textbooks or computer hardware and software for loans to students (commonly known as the “Textbook and Technology Program”) are eligible to apply for the FY 25 Senator James E. “Ed” DeGrange Nonpublic Aging Schools Program. Nonpublic schools that serve students with disabilities through the Nonpublic Placement Program R00A02.07 Subprogram 0762 are also eligible.

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

Individual grant awards will be based on the number of schools meeting certain criteria. Preliminary awards will be established after all applications have been received and reviewed in Spring 2025. If more eligible schools apply and qualify for grants that exceed the total authorization, the Maryland State Department of Education (MSDE) shall prorate the grant awards. In order to provide some funding to all eligible projects in the last two years, MSDE has reduced the maximum grant amount. In FY24, the maximum grant allocation was \$28,340.08 for schools that met all 3 criteria under Item H in this document.

Schools will have until January 10, 2025, to apply for this grant. Grant recipients will have until June 27, 2025 to contract for approved project work. Schools must complete and pay for the work in full prior to requesting State reimbursement.

### Submission Timeline at a Glance

Fiscal Year	Procedures & Applications Released	Last day for Submission of Application	MSDE Notifies Schools	Qualifying Contracts Cannot be Signed Earlier Than	Construction Must be Under Contract by	Request for Reimbursement due by
FY 2025	October 2024	01/10/2025	Mid-March 2025	6/1/2024	6/27/2026	3/31/2027

## B. Eligible Schools

- a) Nonpublic schools eligible to receive aid from the Textbook and Technology Program in FY24 (i.e. School Year 2023-2024) or nonpublic schools that serve students with disabilities through the Nonpublic Placement Program R00A02.07 Subprogram 0762 are eligible for this grant program. Nonpublic preschools are ineligible for this grant. To determine eligibility, take the second prior year tuition revenues (School Year 2022-2023) and divide by the second prior year enrollment (as of September 30, 2022). If the resulting number is less than or equal to \$21,023, then the school qualifies to apply for this program. The \$21,023 figure represents the state average expenditure per pupil for Fiscal Year 2023, based on MSDE's submission for the National Public Education Financial Survey (NPEFS) federal reporting requirement.
- b) School buildings to be improved must have a minimum calculated age of 16 years at the time of the application to be considered an "aging school." The school buildings must have been constructed and occupied before January 1, 2009, to meet the age requirement.
- c) The school must offer kindergarten and/or higher grades. Facilities serving preschool students only are not eligible. For this program, "preschools" mean schools that generally enroll students ages 4 and below and do not provide formal kindergarten programs. Schools serving preschool students and kindergarten or grades above are eligible.

## C. Eligible Aging Schools Projects

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

## D. Sample List of Projects Eligible for Reimbursement

- a) Americans with Disabilities Act (ADA) accessibility modifications
- b) Carpet replacement (only if new carpet carries a 15-year warranty)
- c) Flooring (repair and refinish and/or replace)
- d) Ceiling replacement
- e) Converting open space classrooms to enclosed classrooms
- f) Electrical system upgrades
- g) Elevator refurbishment or upgrades
- h) Fire protection system and fire alarm system and/or components (replace and/or upgrade)
- i) Heating, Ventilating, and Air Conditioning (HVAC) systems and/or components upgrades
- j) Lighting systems and/or components upgrades
- k) Folding or moveable partitions (installation and/or replacement)
- l) Telecommunication (data, voice, and video) distribution systems (hard-wired), including safety and security systems (Technology components must have a 15-year life expectancy).
- m) Roofing replacement, cannot be patchwork, has to be fully replaced over that area of the building
- n) Playground equipment and fencing (installation and/or replacement)
- o) Security Guard booths on site (installation)
- p) Site redevelopment, including parking areas and sidewalks
- q) Underground fuel tanks (remove and/or replace)

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

## E. Ineligible Projects and Expenditures

### **The following projects are not eligible for this program:**

- a) Projects in spaces used primarily for religious instruction, programs, and worship
- b) Projects in buildings used primarily for administration, maintenance, storage, or other non-instructional, ancillary services
- c) Projects for improvements to, or the movement of, temporary or portable classroom buildings
- d) Maintenance projects, such as painting rooms, repairing equipment, adjusting door closers, patching roofs and patching sidewalks or parking lots

### **The following expenditures are not eligible for this program:**

- a) Expenditures to directly or indirectly contribute to the required matching funds of a State legislative initiative grant in the annual capital bond bill
- b) Salaries or wages paid to nonpublic school employees for project work
- c) Non-capital furnishings and equipment (less than 15 year expected life)
- d) Instructional supplies and materials
- e) Maryland State sales tax reimbursement

For more detailed information on project eligibility and ineligibility see Code of Maryland Regulations (COMAR) Interagency Commission on School Construction, Eligible Expenditures, and Ineligible Expenditures. Go to [www.dsd.state.md.us](http://www.dsd.state.md.us), COMAR Online. Select "Search Option 1" and enter codification numbers "14.39.02.10" and "14.39.02.11."



## F. Requirements for All Projects

- a) Grant recipients are encouraged to submit an application and obtain MSDE project approvals to assure eligibility before awarding a contract for the work.
- b) Qualifying contracts cannot be signed earlier than **June 1, 2024**, and project work must be under contract by **June 27, 2026** (two years after the funds first become available).
- c) All work shall be completed and the request for reimbursement submitted to MSDE/IAC by **March 31, 2027**. **Notify MSDE in advance to request an extension on this date if necessary.**
- d) For schools older than 1975, Grant recipients shall consult with the Maryland Historical Trust (MHT) and determine whether the project will have no adverse effects on historic properties or shall identify measures to be taken to avoid and reduce such effects. A one-page "Project Review Form" is available at the website below. Grant recipients are not required to submit a copy of the review form to MSDE. [MHT - How to Submit a Project for MHT Review \(maryland.gov\)](https://mht.org/submit-a-project-for-mht-review)
- e) Grant recipients shall comply with State roofing policy on all roof projects. The policy is available at: <http://www.dgs.maryland.gov>; click on State Agencies in left column, then click on Design, Construction, and Energy; view right-hand column for the 2019 Roofing Policy.
- f) Grant recipients shall not contract with any individuals or firms suspended or debarred from work in Maryland. A list of suspended or debarred individuals or firms is available at: <https://bpw.maryland.gov> then Debarments under Publications in the left-hand column.
- g) Grant recipients are encouraged to comply with COMAR 14.39.03 – Interagency Commission on School Construction, Construction Procurement Methods including competitive bidding processes.
- h) Grant recipients are encouraged to solicit and hire Maryland resident businesses.
- i) Grant recipients are encouraged to use Maryland Correctional Enterprises for furniture and equipment needs. A complete catalog of products and services is available at: <https://www.mce.md.gov/Products>
- j) Grant recipients are encouraged to use energy conservation and green building technologies.
- k) Grant recipients are encouraged to solicit and hire minority-owned businesses certified by the Maryland Department of Transportation (MDOT.)
- l) Should the scope of the work for the project change from the original scope, the Grant recipients are required to contact MSDE and provide a written scope change approval request.

## G. Application Review and Approval Process

### **STEP ONE**

**Purpose:** Apply for the Textbook and Technology Program  
Eligibility for this program is a requirement for NASP.

#### **WHAT**

- MSDE determines eligibility for both programs
- Eligible schools should not have Student Tuition that exceeds the State average expenditure per pupil
- Items required for application:
  - Verification of School name; Principal/Contact information
  - Total tuition revenue for School Year 2022-2023;
  - Total Enrollment for School Year as of September 30, 2024, including students eligible for Free and Reduced Meals (FARM).

### **STEP TWO**

**Purpose:** To prepare for the FY 25 NASP application

#### **How to Prepare:**

##### **Building Age Worksheet (Form A)**

- Complete this worksheet prior to submitting the application.
- Save the document as a .pdf file
- Upload to the application at submission.
- Use the “Calculated Age” of the school as shown at the bottom of the form to complete the age of the building on the application
- **We recommend the applicant compare this form to the prior year’s form to be consistent with the information.**

##### **Grant Assurance Form (Form B)**

- Complete this form prior to submitting the application.
- Upload to the application at submission.
- Please note the text of the non-discrimination statement on this form (Item 1.c.) is directly from law and cannot be altered.

## **STEP THREE**

### **Purpose: Complete the Application**

#### **What:**

- Define scope of project, project cost and schedule

#### **To Do:**

- Download the Building Age Worksheet (Form A)
- Download the Grant Assurance Form (Form B)
- Verify all information, especially contact information, enrollment & tuition

#### **To Complete:**

- Complete the Building Age Worksheet (Form A)
- Complete and Sign the Grant Assurance Form (Form B)
- Complete the online application, including total cost, private funds available
- Provide age of building consistent with Building Age Worksheet

#### **Notes:**

- Please hit the submit button when you have completed the application and uploaded the completed Building Age Worksheet and Grant Assurance Form.
- You will receive an email confirming receipt of your application and will receive another once it has been approved, denied, or sent back for revision. **If you do not receive an email, then please contact MSDE.**

## H. Criteria For Funding

- a) MSDE shall submit the funding recommendations to the IAC for approval based on the following.

<u>LEVEL</u>	<u>QUALIFIES FOR:</u>
TIER 1	QUALIFIES FOR ONE OF THE FOLLOWING: <ul style="list-style-type: none"><li>• At least 20% of the school's students are eligible for free and reduced priced meals.</li><li>• The tuition charged is less than the statewide average per pupil expenditure for public schools as calculated by the Maryland State Department of Education</li><li>• The school has a facility with an average age of 50 years or more</li></ul>
TIER 2	QUALIFIES FOR TWO OF THE CRITERIA ABOVE
TIER 3	QUALIFIES FOR THREE OF THE CRITERIA ABOVE
NOTE:	SCHOOLS SERVING STUDENTS THROUGH THE NONPUBLIC PLACEMENT PROGRAM AUTOMATICALLY QUALIFY FOR TIER 3 FUNDING

- b) Following review and approval by the IAC, MSDE staff will notify each school of its individual allocation.

## I. Project Design and Approval Process

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

## J. Project Bidding and Construction Process

- a.) No submissions to MSDE or IAC are required.
- b.) Please refer to F. Requirements for All Projects (H – I) of these procedures for recommendations on the bidding and procurement processes.



## K. Reimbursement Process

### **STEP ONE**

**Purpose:** To request reimbursement for complete NASP projects

**Who:**

- School must complete and make payment for the entire project
- School representative submits a request for reimbursement to MSDE
- The State will only issue one reimbursement check per program. **Notify MSDE in advance to request an exception if absolutely necessary**

**When:**

- Reimbursements for completed work may be submitted via email to MSDE at **any time from the date grant allocations were approved up to March 31, 2027**. Schools shall proceed at their own risk for any work performed or contracts signed prior to approval in March 2025. Grant allocations are not guaranteed
- The reimbursement deadline for all FY25 NASP projects is **March 31, 2027**

**What to Submit:**

- Request for Reimbursement Form C-IAC FORM 306.2, signed
- School's W-9 Form, address must match address indicated on FORM 306.2. If the addresses are different then the school must provide a letter explaining the difference
- Invoice(s) or Receipt(s) ONLY
- Proof of Payment (provide only one invoice per project type)
  - o Canceled checks copied front and back
  - OR
  - o Bank or Credit card statement showing transaction to whom, for how much, and dated,
  - OR
  - o Contractor's Certification of Payment (notarized) – Form D – IAC FORM 306.2a

## **STEP TWO**

**Purpose:** MSDE and IAC review requests to approve for the Maryland General Accounting Division (GAD) to process.

**Who:**

- MSDE reviews the request for accuracy, consistency of the approved project description with the grant allocation and completeness. The request must be signed
- If the request is inconsistent or incomplete, MSDE will notify the grant recipient to revise or complete the submission and resubmit
- Please note that should the scope of the project change prior to reimbursement, the school must contact and receive approval from MSDE to proceed

**What happens next:**

- If all items are complete and satisfactory, the MSDE representative will submit the request to the Financial representative of the Interagency Commission on School Construction (IAC)
- IAC staff will review the request for accuracy, inclusion of required documents, consistency among the documents, required signatures, and dates
- If the request is not approved, IAC staff shall notify MSDE for coordination with the school to resolve issues
- If the request is approved to proceed, then the IAC will send notification to the state comptroller to issue the funds to the school
- **We encourage all schools to sign up for ACH payments with the State to track their funds and receive them faster. The link to apply for this can be found below**  
<https://www.marylandtaxes.gov/divisions/gad/vendor-payments.php>

## L. Appeals Process

Nonpublic schools may appeal the decision of MSDE and/or IAC staff to the Interagency Commission on School Construction. To appeal a decision by MSDE and/or IAC staff, submit a letter by email to [iac.pscp@maryland.gov](mailto:iac.pscp@maryland.gov) explaining the circumstances and any mitigating conditions. The Executive Director will present the matter to the IAC and notify the school of the outcome.

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

## M. Audit Requirements

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

## N. Grant Process Schedule

<b>June 1, 2024</b>	<b>FY25 NASP funds are available in IAC budget</b>
<b>October 2024</b>	<b>MSDE Office of Schools Facilities releases procedures and opens application website - Nonpublic schools may submit online applications</b>
<b>January 10, 2025</b>	<b>Last day for nonpublic schools to submit applications for FY25 NASP</b>
<b>Oct 2024 – Jan 2025</b>	<b>MSDE Office of School Facilities reviews applications, classifies requests</b>
<b>February 2025</b>	<b>MSDE prorates grant funds</b>
<b>March 13, 2025</b>	<b>IAC reviews and approves grant allocations</b>
<b>June 1, 2024 – June 27, 2026</b>	<b>Nonpublic schools plan projects and procure contract(s). (Schools that proceed to contract <u>prior</u> to grant approval do so at their own risk.)</b>
<b>June 27, 2026</b>	<b>Last day for nonpublic school to sign contract for project work</b>
<b>March 31, 2027</b>	<b>Last day for nonpublic school to submit Request for Reimbursement Form to MSDE (All construction must be complete and all contractors fully paid)</b>

## O. Budget Language

### D25E03.02 INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION (Statewide)

*(D) Senator James E. “Ed” DeGrange Nonpublic Aging Schools Program. Provide funds to be distributed as grants to nonpublic schools in Maryland for expenditures eligible under the Aging Schools Program, including school security improvements. Provided that grants may be provided only to nonpublic schools eligible to receive Aid to Non–Public Schools R00A03.04 (for the purchase of textbooks or computer hardware and software for loans to students in eligible nonpublic schools) during the 2023–2024 school year or nonpublic schools that serve students with disabilities through the Non–Public Placement Program R00A02.07 Subprogram 0762, excluding preschools in fiscal 2025, with a maximum amount of \$100,000 and a minimum amount of \$5,000 per eligible school.*

*Further provided that:*

*(a) Unless a school serves students through the Non–Public Placement Program, an eligible school may apply and qualify for a grant as specified below based on the following criteria:*

- (1) At least 20% of the school’s students are eligible for free or reduced price meal programs;*
- (2) Tuition charged to students is less than the statewide average per pupil expenditure for public schools as calculated by the Maryland State Department of Education; and*
- (3) The school has a facility with an average age of 50 years or more; and*

*(b) If a school meets:*

- (1) All three of the criteria specified above, the school may receive up to \$100,000;*
- (2) Two of the three criteria specified above, the school may receive up to \$75,000; and*
- (3) One of the three criteria specified above, the school may receive up to \$25,000.*

*Further provided that if more eligible schools apply and qualify for grants than the total authorizations, the Maryland State Department of Education shall prorate the grants based on the total authorization amount. Further provided that the funds shall be administered by the Maryland State Department of Education and the Interagency Commission on School Construction. Further provided that grants made to nonpublic schools shall be expended within 3 years of the date that funding for the grants became available. Any funding for grants that is unexpended following 3 years of having become available shall be transferred to the Unreserved Statewide Contingency Account for public school construction (Statewide) ..... 3,500,000*



## P. Forms Required

The **Building Age Worksheet** (Form A) and the **Grant Assurances** (Form B) are available for download on the application website at <https://agingschools.msde.maryland.gov/Home/Index>.

- a) Building Age Worksheet (Form A) - Complete this worksheet prior to submitting the application. It must be saved as a .pdf file and uploaded to the application at submission. We recommend the applicant compare this form to the prior year's form (if applicable) to be consistent with the information. Use the "Calculated Age" of the school as the Building Age in Step 1 of the application.
- b) Grant Assurances (Form B) – Complete this form prior to submitting the application. It must be uploaded to the application prior to submission. Please note the text of the non-discrimination statement on this form (Item 1.c.) is directly from law and cannot be altered.
- c) Request for Reimbursement to Nonpublic Schools (IAC Form 306.2 Revised for Nonpublic Schools Form C) – Complete this form after the project is complete and all contractors have been paid by the school. The following attachments are required: copies of invoices, copies of canceled checks (front and back) or bank statements, and an IRS Form W-9 - Request for Taxpayer Identification Number and Certification for the school, if not currently registered with the Comptroller of Maryland. (IRS Form W-9 is available from [www.irs.gov](http://www.irs.gov).)
- d) Contractor's Certification of Receipt of Payment (IAC Form 306.2a Revised for Nonpublic Schools – Form D) (OPTIONAL) – This form requires signature by a notary public. Complete this form only if copies of canceled checks or bank statements verifying full payment to the contractor are not available. Mail or deliver original notarized form with stamp to MSDE.

## Q. Contacts

Below is the contact information for components of the program. It is preferred that all questions be sent by email. However, if calling, please leave a voice message if no one answers. Return calls will be made within 2-3 days.

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

Ms. Nicole Obregon, MSDE Special Fiscal Program Administrator at 410.767.2939, or by email to [nicole.obregon@maryland.gov](mailto:nicole.obregon@maryland.gov).

- **For questions on NASP project eligibility and application procedures:**

Mr. Myron Mason, MSDE School Facilities Administrator, at 410.767.0113 or by email to [myron.mason@maryland.gov](mailto:myron.mason@maryland.gov).

- **For questions on NASP funding reimbursement:**

Mr. Myron Mason, MSDE School Facilities Administrator, at 410.767.0113 or by email to [myron.mason@maryland.gov](mailto:myron.mason@maryland.gov)

IAC Finance Staff at 410.767.0617 or by email to [iac.invoices@maryland.gov](mailto:iac.invoices@maryland.gov).