



## Meeting Minutes – November 14, 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  
Secretary Atif Chaudhry, Maryland Department of General Services  
Michael Darenberg, Appointee of the Governor  
Chuck Boyd as Designee for Secretary Rebecca Flora, Maryland Department of Planning  
Gloria Lawlah, Appointee of the President of the Senate

### Members Not in Attendance:

Brian Gibbons, Appointee of the Speaker of the House  
Dr. Carey M. Wright, State Superintendent of Schools

### Announcement:

Staff noted that a revised agenda was published the night before the meeting that contained revisions to Item 2.B. Contract Awards; changed the name of Item 3 to reflect Worcester County Public Schools' Built to Learn funding request; and made a minor grammatical change to Item 10. Additionally, public testimony was included in the agenda as Supplemental pages 1-8.

### Revisions to the Agenda:

There were no revisions to the agenda.

### Public Comment:

The IAC heard public comment from Drew Roth, a citizen of Howard County, regarding the Howard County Public Schools Capital Improvement Program and plan.

### IAC Correspondence:

None.

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

Executive Director Alex Donahue gave a report on three topics. First, Executive Director Donahue gave a brief update regarding outreach to the facilities management staff of LEAs across the State. He noted that the IAC would host its near-quarterly Facility Planner Meeting on November 15, 2024. The meeting provides an opportunity for Facility Planners to communicate with IAC staff and their peers and receive updates regarding State funding and programs. He also mentioned that he would be giving a presentation on the same day to the Maryland Association of Counties at their Board Retreat to provide an update on key topics in school construction and facilities management. Executive Director Donahue also mentioned that he had been participating in ongoing workgroups in Frederick, Calvert, and Howard Counties to address facilities needs, resource issues, and potential solutions. Next, Executive Director Donahue touched on the ongoing FY 2026 Capital Improvement Program process,

remarking that LEAs have had trouble securing local funds for projects, and updated members on the ongoing migration to the IAC's new Business Management System. Additionally, Executive Director Donahue indicated that staff had received notice that a large number of LEAs intended to submit amendments to their requests, indicating that the December report on 75% of CIP projects will be more preliminary than previous years. Lastly, Executive Director Donahue mentioned that of the 24 LEAs in Maryland, the IAC received 22 annual Comprehensive Maintenance Plans and expected to receive the two remaining plans within the next month.

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

Regarding the consent agenda, Mr. Darenberg asked for additional information on the Lindale Middle School (PSC L02F127) HVAC project, specifically regarding the price of moving relocatables, and asked why relocatables were required if there were 300 open seats in the school and 1,200 open seats in adjacent schools. Additionally, he inquired about the feasibility of leasing relocatable units rather than purchasing them outright. Executive Director Donahue stated that, because moving students out of the spaces affected by the HVAC project to other spaces in the school or other nearby schools with available seats is not often practicable, using relocatables to house the students during the project term appears to be the best available option in this case. Secretary Chaudhry asked to confirm that the contract approval for Tench Tilghman Elementary/Middle (PSC L30F144) was withdrawn from this agenda, which Deputy Director Cassandra Viscarra confirmed.

Upon a motion by Vice-chair Eberhart, seconded by Mr. Darenberg, the IAC voted unanimously to approve the Consent Agenda

### a. **October 10, 2024 Meeting Minutes**

To approve the draft October 10, 2024 IAC Meeting Minutes, as presented.

### b. **Contract Awards**

To approve contract procurement as presented.

### c. **Revisions to Previously Approved Contract and Reversion of Funds – Charles County Public Schools – General Smallwood Middle School (PSC 08.005) Roof/HVAC Project**

To revise the previously approved contract approval for Charles County Public Schools' General Smallwood Middle School (PSC 08.005) Roof and HVAC projects to Scheibel Construction, Inc. to clarify the proportional share of the contract for each project scope as presented in this item and to revert uncontracted FY 2023 HSFF funds totaling \$692,047 to the LEA's reserve account.

### d. **Pass Through Grant Funding Request – Queen Anne's County Public Schools – Sudlersville Elementary School (PSC 17.014) Playground Project**

To approve the award of Queen Anne's County Public Schools' Pass-Through Grant Program (PTG) balance totaling \$3,826 to the Sudlersville Elementary School Playground project (PSC 17.014).

### e. **Site Approval – Prince George's County Public Schools – Colin L Powell Academy (PSC 16.070)**

To approve Prince George's County Public Schools' (PGCPS) use of the 29.8 acre New Southern Site at 12200 Fort Washington Rd, Fort Washington MD 20744, for the construction of Colin L Powell Academy (PSC 16.270), in accordance with the State Superintendent's delegation of October 24, 2024 for the Colin L. Powell Academy Site, and adhering to the actions identified in the State clearinghouse review, State identifier MD20231019-0830.

### f. **Informational Only – Change of Educational Function: Grade Reconfigurations – Garrett County Public Schools**

**3. Worcester County Public Schools Memorandum of Understanding and Built to Learn Funding Request — [Motion Carried]**

Executive Director Donahue presented a Memorandum of Understanding between Worcester County, Worcester County Public Schools, and the IAC specifying the responsibilities of the three parties regarding a proposed two-school capital project package that includes Buckingham Elementary and Berlin Intermediate School. Executive Director Donahue indicated that the MOU reduces uncertainty around facility renewal projects, saves both the county and the State money, and commits the county and the State to providing specified funding.

Upon a motion made by Mr. Darenberg, seconded by Vice-chair Eberhart, the IAC voted unanimously to approve the Memorandum of Understanding (MOU) between the IAC, Worcester County, and Worcester County Public Schools (WCPS) for a two-school capital-project package to replace the Buckingham Elementary School (PSC L23F007) and to replace or fully renovate to a like-new condition the Berlin Elementary School (PSC L23F012). Further, to authorize the Chair to execute the MOU on behalf of the IAC, and, finally, to award Built to Learn (BTL) Program funding in the amount of \$5,599,322 to WCPS for the Buckingham Elementary School Replacement Project.

**4. Enrollment Trends and Projections — [Informational Only]**

Planning Manager Jamie Bridges and Regional Planner Graham Twibell gave a presentation on school enrollment trends in the State of Maryland, how enrollment is projected, and enrollment projections from both the Maryland Department of Planning and LEAs.

Executive Director Donahue added that the greatest expansion of demand is expected at the PreK grade level due to the requirement for additional PreK space under the Blueprint for Maryland's Future. He added that LEAs have been requesting funds for PreK additions and expansions, and this growth is expected to stretch CIP funding and remaining BTL funding. He stated that there are an estimated 300 classrooms statewide that will need to be expanded or added. Chair Kasemeyer asked when this need would begin, to which Executive Director Donahue indicated that some of the need exists now since LEAs are beginning to increase the number of students served. He added that it is estimated that private providers could fill some of this need, but that there is a lack of private PreK providers in many areas, and that the IAC is staying in touch with MSDE regarding the lack of PreK space as a whole.

**5. Aging Schools Program Administrative Procedures Guide Amendment — [Motion Carried]**

Deputy Director Cassandra Viscarra presented amendments to the Aging Schools Program (ASP) Administrative Procedures Guide, indicating that LEAs had expressed interest in combining funds granted from the ASP with funds awarded from the School Safety Grant Program (SSGP) and the Pass-Through Grant program. Additionally, Ms. Viscarra indicated that the amendments modify the reimbursement submission process to align with the IAC's newly implemented Business Management System.

Upon a motion made by Vice-chair Eberhart, seconded by Mr. Boyd, the IAC voted unanimously to amend the Administrative Procedures Guide (APG) for the Aging Schools Program (ASP) to allow LEAs combine ASP funding with certain other types of funding and to clarify the requirements for reimbursement.

**6. Healthy School Facility Fund Administrative Procedures Guide Amendment – [Motion Carried]**

Ms. Viscarra presented amendments to the Healthy School Facility Fund (HSFF) APG that would allow LEAs to request additional funds for contracts that come in over budget if there is any remaining HSFF funding in the Statewide Reserve Account, provided they request the funds and show that the project cost is reasonable. Ms. Viscarra noted that the Statewide reserve fund holds funds from several IAC programs, but only funds originally appropriated to the HSFF program could be used for this purpose. Under these amendments, if the IAC receives more requests at any time than it has funds to cover, the projects would be evaluated in the same competitive process that new requests are evaluated under. Ms. Viscarra indicated that currently, the only opportunity to realign funds is at the time of contract award and within the same LEA.

Upon a motion made by Secretary Chaudhry, seconded by Vice-chair Eberhart, the IAC voted unanimously to amend the Administrative Procedures Guides (APG) for the Healthy School Facility Fund (HSFF) for Fiscal Years 2022, 2023, 2024, and 2025 to sections 4 and 11 as presented to allow LEAs to request increases to approved projects based upon contract costs when HSFF funding is available in the Statewide Reserve. Further, to authorize IAC staff to make non-substantive edits to the applicable sections.

**7. Healthy Schools Facility Fund State and Local Fiscal Recovery Fund Revisions – [Motion Carried]**

Ms. Viscarra presented this Item, which would realign the award of State and Local Fiscal Recovery Funds for projects which are now being contracted. She indicated that 22 projects came in under their estimated costs and four projects came in over their estimated costs. This realignment would allow funds to be allocated from projects which were overfunded to projects that did not receive enough funding, with the remaining funds being reverted to the Maryland State Department of Budget and Management.

Mr. Darenberg asked why Logan Elementary School (PSC L03F110) went over its initial budget by so much. Ms. Viscarra replied that she didn't have the information immediately available but would follow up at a later date.

Upon a motion made by Mr. Boyd, seconded by Vice-chair Eberhart, the IAC voted unanimously to realign federal State and Local Fiscal Recovery Funds (SLFRF) between awarded Healthy School Facility Fund (HSFF) projects as presented, and to revert \$1,630,584 of current unused funds to the Maryland Department of Budget and Management.

**8. FY 2023 Healthy School Facility Fund Extension Request – Baltimore County Public Schools – Owings Mills High School (PSC 03.073) – Air Conditioning Project – [Motion Carried]**

Capital Projects Manager Lisa Vaughn presented a request from Baltimore County Public Schools (BCPS) to extend the deadlines for encumbrance and reimbursement of the Owings Mills High School air conditioning project. Ms. Vaughn stated that the LEA cited a delayed design schedule, which allowed for a second funding request in FY 2024, as the reason for the requested extension from June 1, 2024 to June 2, 2025 for encumbrance, and from May 1, 2025 to May 1 2026 for reimbursement.

Chair Kasemeyer asked what the deadline for use of SLFRF funding is, to which Ms. Viscarra replied that the deadline for obligation of funds is December 2024, and the deadline for expenditure of funds is December 2026.

Upon a motion made by Vice-chair Eberhart, seconded by Mr. Boyd, the IAC voted unanimously to approve Baltimore County Public Schools' (BCPS) request to extend the FY 2023 Healthy School

Facility Fund (HSFF) Owings Mills High School (PSC L03F073) air conditioning project deadlines for encumbrance to June 2, 2025 and for the submission of reimbursement requests to May 1, 2026 to align with the deadlines of the FY 2024 Healthy School Facility Fund (HSFF).

**9. Built to Learn Funding Request – Baltimore County Public Schools – Towson High School (PSC 03.114) – Renovation/Addition Project – [Motion Carried]**

Ms. Vaughn presented a request for Built to Learn (BTL) funding for a renovation and addition project at Towson High School. Ms. Vaughn indicated that the LEA's requested scope and State cost share allows for a \$91,522,000 Maximum State Award and that the project was previously awarded design funding through the FY 2025 CIP.

Upon a motion made by Vice-chair Eberhart, seconded by Mr. Boyd, the IAC voted unanimously to approve Baltimore County Public Schools' (BCPS) request for Built to Learn (BTL) construction funding for the Towson High School (PSC 03.114) renovation/addition project totaling \$86,798,000.

**10. FY 2025 Capital Improvement Program Amendments – St. Mary's County Public Schools – Chopticon High School (PSC 18.019 – [Motion Carried])**

Lead Capital Projects Manager Gene Shanholtz presented requested amendments to the FY 2025 CIP received from St. Mary's County Public Schools (SMCPS). Mr. Shanholtz indicated that IAC staff received a request in October from SMCPS that detailed cost prohibitive escalations and sought to replace the approved limited renovation project with a multi-systemic project at Chopticon High School that would replace the roof, HVAC, windows, and doors.

Upon a motion made by Vice-chair Eberhart, seconded by Mr. Boyd, the IAC voted unanimously to approve St. Mary's County Public Schools' (SMCPS) request to:

1. Rescind the previous A/E contract approvals, local planning (LP) approval, and the FY 2024 CIP project development and design funding award for the Chopticon High School (PSC 18.019) limited renovation project totaling \$1,000,000 and transfer the funds to the LEA reserve account;
2. Amend the FY 2025 CIP to include the Chopticon High School multi-systemic renovation project and award \$1,000,000 from the LEA's reserve account for project development and design services; and
3. Approve a contract for the Chopticon High School multi-systemic renovation project for design services to Wheeler Goodman Masek & Associates (WGM), architectural consultants for the project, with a total amount of \$2,678,050, and a State share of \$1,000,000. The local share is \$1,678,050.

**11. FY 2024 and FY 2025 Capital Improvement Program Rescissions – Howard County Public Schools – [Motion Carried]**

Capital Projects Manager Sean Vorsteg presented a request from Howard County Public Schools (HCPS) to amend the FY 2024 and FY 2025 Capital Improvement Programs. Mr. Vorsteg informed the IAC that staff had received a letter of request from HCPS to reallocate \$4,836,791 from the Membrane Bioreactor Projects at Manor Woods Elementary School (PSC L13F052) and West Friendship Elementary School (L13F032) to the HCPS Reserve Account. The LEA stated that they intend to revise their FY 2026 CIP application to include these projects, with Manor Woods to be submitted as a public sewer connection project, and West Friendship to be modified to reflect updated design and construction costs.

Upon a motion made by Vice-chair Eberhart, seconded by Mr. Boyd, the IAC voted unanimously to approve;

1. The rescission of the Howard County Public Schools Manor Woods Elementary School (PSC 13.052) membrane bioreactor project, including a funding award of \$1,667,500;
2. The rescission of the Howard County Public Schools West Friendship Elementary School (PSC 13.032) membrane bioreactor project, including a funding award of \$3,159,291; and,
3. The transfer of \$4,826,791 to the reserve account for Howard County Public Schools.

## **12. Informational Only – IAC Meeting Schedule 2025 – [Informational Only]**

Policy Analyst Victoria Howard presented the proposed schedule of IAC meetings for 2025 and dates that materials are due from LEAs for each meeting.

### **Announcements:**

None.

### **Adjournment:**

Upon a motion by Secretary Chaudhry, seconded by Mr. Boyd, the IAC voted unanimously to adjourn the meeting at 10:12 am.