



IAC MEETING AGENDA

Thursday, May 8, 2025

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

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6	FY 2026 Amendments to the Aging Schools Program Administrative Procedures Guide and Schedule	Cassandra Viscarra, Deputy Director	183*
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8	FY 2023 Healthy School Facility Fund Project Extension Request - Cecil County Public Schools - Cecil County School of Technology (PSC L07F042) Chiller Replacement Project	Sean Vorsteg, Capital Projects Manager	194*
9	FY 2024 Healthy School Facility Fund Project Extension Request - Cecil County Public Schools - Cecil Manor Elementary (PSC L07F030) HVAC Replacement Project	Sean Vorsteg, Capital Projects Manager	197*
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Announcements



Item 2.A. April 10, 2025 IAC Meeting Minutes

Motion:

To approve the draft April 10, 2025 IAC Meeting Minutes, as presented.



DRAFT Meeting Minutes – April 10, 2025

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
Chuck Boyd as designee for Secretary Rebecca Flora, Maryland Department of Planning
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:

Brian Gibbons, Appointee of the Speaker of the House

Revisions to the Agenda:

None.

Public Comment:

None.

IAC Correspondence:

None.

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

Executive Director Alex Donahue gave three updates during his Executive Director's report. He first commented that while IAC staff experienced a busy legislative session, there were no significant adverse outcomes for the IAC or LEAs in terms of school construction, and that IAC staff would present a summary of legislative actions, including the FY 2026 budget bills, at the May 8, 2025 IAC meeting. Next, Executive Director Donahue stated that his outreach to LEA and County leaders is proving successful, and has recently resulted in a school district utilizing more available funding than it otherwise would have, and another LEA discussing how to open up more eligibility for State funding via strategic portfolio management in order to better deliver what students need. Lastly, Executive Director Donahue reported that 21 IAC processes are now operating in the IAC's Business Management System (BMS), and staff are continuing to roll out new processes to assist in stakeholder transparency, and useful data dashboards for LEA and staff users.

2. Consent Agenda – [Motion Carried]

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

a. March 13, 2025 Meeting Minutes

To approve the draft March 13, 2025 IAC Meeting Minutes, as presented.

b. Contract Awards

To approve contract procurement and project reversions as presented on the following pages.

Executive Director Donahue noted that the contract for the Prince George's County Public Schools (PGCPS) Suitland High School (PSC L16F087) is much larger than other contracts on Item 2.B., and that this large and complex project is being procured by PGCPS via a Construction Management at Risk (CMAR) procurement method. Under a contract such as this, a CMAR must work within a budget and deliver under a specified amount. PGCPS estimates the eventual total cost to be around \$300-\$315 million, and Executive Director Donahue noted that the Maximum State Award for this project is just over \$100 million.

Chair Kasemeyer asked why the cost of the Suitland High School project is so high. Executive Director Donahue stated that the replacement project is for the High School and an Arts Magnet Program, with a large number of students, and multiple programs on the site. Phasing issues also contributed to the cost increase. Chair Kasemeyer additionally asked when the facility was to be completed. Executive Director Donahue indicated that firm dates are not currently available, but that it would take several years to complete all construction.

Ms. Lawlah stated that the Suitland High School project is a significant project that has been on hold for a number of years, and that the arts program available at this campus is one of the most valuable programs in the area. The facility replacement allows students to attend arts programs in their own county, rather than having to travel out of county or out of State to DC or Virginia for similar specialized arts programs.

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. FY 2020 Healthy School Facility Fund Project Cancellations – Cecil County Public Schools Lead Remediation Projects

To approve Cecil County Public Schools (CCPS) request to cancel four FY 2020 Healthy School Facility Fund (HSFF) lead remediation project awards as presented and to revert \$11,552 to the Statewide Reserve Account.

e. Reversion Correction – Dorchester County Public Schools

To void the second instance of the fund reversions from the Dorchester County Public Schools (DCPS) Sandy Hill Elementary (PSC L09F001) and Maple Elementary (PSC L09F010) security vestibule projects as presented at the March 13, 2025 IAC meeting.

3. FY 2026 Capital Improvement Program Supplemental Survey – [Informational Only]

Administrative Services Manager Hannah Sturm presented a report on the results of the Annual Supplemental Survey of the LEAs, collected after the CIP submission process. The survey measured five school facilities topics of concern, including relocatable classrooms, open space classrooms, security vestibules, air conditioning, and LEA school construction staffing.

4. Informational Only – Second Draft Review of Administrative Procedures Guide – [Informational Only]

Deputy Director Cassandra Viscarra and Executive Director Donahue presented an updated draft of the IAC's Administrative Procedures Guide (APG) which reflected feedback received from LEAs on the prior draft which was presented for review at the February 13, 2025 IAC meeting. Specifically, Ms. Viscarra noted that the State Rated Capacity, cooperative use space, and Educational Facilities Master Plan sections of the APG had all received significant revisions.

Chair Kasemeyer asked whether or not most LEAs were in support of the APG changes and if they were satisfied with the state document as a whole now. Ms. Viscarra indicated that yes, staff believes that most LEAs are in support of the new APG, and that IAC staff were able to incorporate nearly all feedback received from LEAs.

5. Baltimore City Extra \$15 Million for HVAC Program Status Update – [Informational Only]

Lead Capital Projects Manager Eugene Shanholtz presented an update on the projects that received funding under the Baltimore City Extra \$15 Million for HVAC Program (E15M). Mr. Shanholtz stated that since the prior E15M status report at the June 8, 2022 IAC meeting, City Schools had substantially completed the three remaining projects. The Callaway Elementary (PSC L30F257) HVAC project in particular is expected to be fully completed soon, and City Schools is planning to submit reimbursement requests in the near future.

6. FY 2024 and FY 2025 Capital Improvement Program Amendment Requests – Allegany County Public Schools – [Motion Carried]

Funding Programs Manager Arabia Davis presented a request from Allegany County Public Schools (ACPS) to rescind funding awarded under the FY 2024 CIP to install new windows, doors, and a chiller at Beall Elementary School (PSC L01F002) since the facility is slated to be combined with Frost Elementary (PSC L01F029). The LEA has determined that costly repairs such as these would be irresponsible to move forward with, as they would not see use over the entirety of their expected useful life. Additionally, ACPS requested approval to rescind the FY 2024 CIP funding awarded to the Flintstone Elementary (PSC L01F020) underground storage tank project, and, to ensure that the project meets all IAC requirements and deadlines, amend the FY 2025 CIP to include this project for a total award of \$765,000.

Upon a motion made by Vice-chair Eberhart, seconded by Mr. Boyd, the IAC voted unanimously to rescind funding awarded to the FY 2024 Capital Improvement Program (CIP) Beall Elementary School (PSC L01F002) windows and doors project and chiller replacement project and change the project statuses in the FY 2024 CIP to “C”; to rescind funding awarded in the FY 2024 CIP Flintstone Elementary School (PSC L01F020) underground storage tanks project and change the project status in the FY 2024 CIP to “B”; to transfer \$1,644,000 to the reserve account for Allegany; and, to amend the FY 2025 CIP to include the Flintstone Elementary School underground storage tanks project, and award \$765,000 from the LEAs reserve account to the project.

7. Built to Learn Funding Request – Charles County Public Schools – La Plata High (PSC L08F013) Renovation/Addition Project – [Motion Carried]

Ms. Davis and Mr. Shanholtz presented a request from Charles County Public Schools (CCPS) to award their remaining Built to Learn Funding of \$6,277,756 for project development and design services to the La Plata High School (PSC L08F013) renovation/addition project. Ms. Davis noted that the project has a Maximum State Award of \$77 million, and that CCPS plans to seek additional funding in future Capital Improvement Program fiscal years.

Upon a motion made by Mr. League, seconded by Vice-chair Eberhart, the IAC voted unanimously to approve Charles County Public Schools’ (CCPS) request for Built to Learn (BTL) program funding for the La Plata High School (PSC L08F013) renovation/addition project totaling \$6,277,756.

8. Built to Learn Funding Request – Somerset County Public Schools – Crisfield Academy and High School (PSC L19F004) Limited Renovation Project – [Motion Carried]

Ms. Davis and Capital Projects Manager Sean Vorsteg presented a request from Somerset County Public Schools (SCPS) to award the entirety of their Built to Learn funding allocation, totaling

\$2,341,408, to the Crisfield Academy and High School (PSC L19F004) limited renovation project. Ms. Davis additionally noted that the project is slated to be awarded partial funding via the FY 2026 Capital Improvement Program, and that the State's share for this project is based on the LEA's estimated project costs. Through analysis of the estimated costs of a limited renovation versus a full renovation of the facility, IAC staff have determined that the proposed budget is reasonable and that a limited renovation is the proper project classification, as not all building systems will be impacted by the project.

Chair Kasemeyer asked how many schools were in Somerset County total. Executive Director Donahue indicated that he wasn't sure of the exact number, but believes the total is around 17. Executive Director Donahue commented that this high school is at the center of the SCPS portfolio, and that the project would utilize the LEA's remaining BTL funding and would significantly improve this facility's condition. He also remarked that this Item, along with Item 7, brings the State much closer to fully awarding all BTL funds, and he expects that all remaining BTL funds would be awarded within the next year.

Upon a motion made by Mr. Boyd, seconded by Mr. League, the IAC voted unanimously to approve Somerset County Public Schools' (SCPS) request for Built to Learn (BTL) program funding for the Crisfield Academy and High School (PSC L19F004) limited renovation project totaling \$2,341,408.

9. COMAR Revisions to Project Delivery Methods – [Motion Carried]

Deputy Director Cassandra Viscarra presented amendments to COMAR that would remove the requirement for LEAs to notify the IAC of their intent to use Job Order Contracting and Construction Management Agency delivery and procurement methods. Since LEAs are required to notify IAC staff at the point of contract approval of these procurement methods, prior notification is not required in these cases.

Upon a motion made by Mr. League, seconded by Vice-chair Eberhart, the IAC voted unanimously to approve amendments to COMAR 14.39.04 that remove IAC notification requirements for local use of the Job Order Contracting (JOC) and Construction Management Agency (CMA) project delivery methods; and, to renumber the subsections of COMAR 14.39.04.05 and 14.39.04.08 as needed to accommodate the amendments proposed herein.

10. Legislative Update – [Informational Only]

Ms. Viscarra presented an update to the IAC on the status of bills that would impact the IAC. Ms. Viscarra noted that the budget bills would have the most substantial impact to the IAC, and that staff were waiting for all committee amendments to become available. Ms. Viscarra told the IAC that staff would present a presentation on the Operating and Capital Budgets at the May 8, 2025 IAC meeting.

Announcements:

None.

Adjournment:

Upon a motion made by Mr. Boyd seconded by Vice-chair Eberhart, the IAC voted unanimously to adjourn the meeting at 9:32 am.

Item 2.B. Contract Awards

Motion:

To approve the contract procurements and project reversions as presented on the following pages, contingent upon the approval of Item 2.E. of this agenda.

Background Information:

All public school construction projects that are awarded State funds are required to be reviewed by IAC staff and approved by the Commission. Contract approvals only apply previously awarded funds. They are not new approvals of funding.

This Item sets the exact funding amount that can be paid by the State on a given contract based upon a number of project-specific factors including, but not limited to:

- The total State funds that have been awarded to the project
- The amount of funds available after any prior contract approvals
- Review of eligible vs. ineligible expenses
- Use of prevailing wage rates, when required
- Inclusion of Minority Business Enterprise documentation
- Adherence to State procurement procedures
- Approval by the Local Board of Education

If an LEA confirms that a given contract will be the final contract for a project when they request review and approval of a contract, this Item also reverts any remaining funds that will be unused when the project is complete.

The presented Contract Awards Report provides summary information and is followed by a portion of each contract's bid or proposal documents.

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	Recommended Reverted Funds	Project Scope
Allegany	Washington Middle/Chilled Water Piping/Ceiling & Lights	L01F034	R. H. Lapp & Sons, Inc.	\$560,150.00	\$3,800,000.00	\$4,360,150.00	100%	Base Bid Plus Alternates	05.08.2025	\$-	Replacement of all hydronic piping mains and branches, installation of fan-coil units in hallways, and replacement of ceilings and light fixtures affected by the piping replacement work. Accepted alternates include replacement of HVAC equipment in the gymnasium and auditorium, and associated ceiling and light fixtures.
Baltimore City	Northern Building #402/Windows/Doors	L30F174	Clyde McHenry, Inc.	\$1,471,032.00	\$4,430,896.00	\$5,901,928.00	96%	Base Bid Plus Alternates	05.08.2025	\$-	Replace approximately 26,000 sf of existing windows, frames, hardware, and doors installed in 1965. Interior and exterior walls including sills and lintels shall be repaired near damaged windows.
Baltimore City	Northeast Middle #049/Renovation	L30F137	C & N Associates, LLC	\$223,103.00	\$1,754,473.00	\$1,977,576.00	96%	Base Bid Plus Alternates	05.08.2025	\$-	Replace approximately 7,000 sf of existing windows, frames, hardware, and doors installed in 1995. Interior and exterior walls, sills, and lintels will be repaired near damaged windows. This contract is for a portion of the scope of work for the project.
Baltimore City	Abbottston Building #050/Roof	L30F224	Autumn Contracting, Inc.	\$75,000.00	\$1,346,800.00	\$1,421,800.00	100%	Base Bid Plus Alternates	05.08.2025	\$1,790,668.00	Replace approximately 36,000 sf roof installed in 1996 with a TPO roofing system. This is a full roof replacement.
Baltimore City	Johnston Sq ES #16/Windows	L30F234	Clyde McHenry, Inc.	\$1,027,439.00	\$1,830,465.00	\$2,857,904.00	100%	Base Bid Plus Alternates	05.08.2025	\$-	Replace all 1996 existing (7,918 sf) windows frames, hardware, and exterior doors. Interior and exterior walls, sills, lintels, shall be repaired near damaged windows. New window shades.
Baltimore County	Baltimore/Pine Grove Elementary/HVAC and Open Space Enclosure	L03F009	Denver-Elek, Inc.	\$5,645,600.00	\$5,082,000.00	\$10,727,600.00	66%	Base Bid Plus Alternates	05.08.2025	\$-	Replace the full HVAC system installed in 2001 for the 61,900 sf building and renovate approximately 13,000 sf to enclose open space educational spaces including secure vestibule and health suite.
Baltimore County	Baltimore/Perry Hall High/Public Address Intercom	L03F011	Pavion Corp.	\$640,100.00	\$576,900.00	\$1,217,000.00	66%	Base Bid	05.08.2025	\$-	Replace the telecom and public address system installed in 1996 for the 249,000 sf building.
Baltimore County	Baltimore/Prettyboy Elementary School/Air-conditioning	L03F013	Chilmar Corporation	\$755,131.00	\$389,661.00	\$1,144,792.00	66%	Base Bid Plus Alternates	05.08.2025	\$-	Replace 1993 chiller and cooling tower, extend AC to Tech classroom wing, and add new HVAC units to gym for 60,000 sf facility. HVAC units for the gym are not eligible for state funding under HSFF and will be a local cost.
Baltimore County	Baltimore/Woodmoor Elementary/Public Address Intercom	L03F111	Pavion Corp.	\$162,835.00	\$398,665.00	\$561,500.00	71%	Base Bid Plus Alternates	05.08.2025	\$-	Replace the telecom and public address system installed in 2000 for the 73,000 sf building.
Baltimore County	Baltimore/Owings Mills Elementary/HVAC	L03F124	Phillips Way, Inc	\$1,937,630.00	\$4,719,370.00	\$6,657,000.00	71%	Base Bid Plus Alternates	05.08.2025	\$-	Replace the full HVAC system installed in 2000 for the 75,500 sf building and provide a security vestibule.
Carroll	Cranberry Station Elementary/PreK-Addition	L06F046	Oak Contracting, LLC	\$3,047,180.00	\$251,751.00	\$3,298,931.00	59%	Base Bid Plus Alternates	05.08.2025	\$-	Addition of 5,318 sf to house two Kindergarten classrooms and one PreK classroom. Renovation of 74 sf to convert a vestibule into a ramped corridor.
Cecil	North East Middle/High/Replacement	L07F044	ECS Mid-Atlantic, LLC.	\$399,966.10	\$-	\$399,966.10	66%	Base Bid	05.08.2025	\$-	Third party testing and inspection services.
Frederick	Walkersville Elementary/Flooring Replacement	L10F002	Corridor Flooring Associates	\$-	\$29,054.00	\$29,054.00	100%	Base Bid	05.08.2025	\$-	Replacement of carpet in high-traffic areas with VCT.
Garrett	Southern Garrett High School/Roof	L11F005	SGK Contracting, Inc.	\$651,000.00	\$4,158,000.00	\$4,809,000.00	90%	Base Bid Plus Alternates	05.08.2025	\$-	Replace approximately 111,000 sf of roof installed in 2004 with an SBS Modified Bituminous Membrane roof. This is a partial roof replacement.

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	Recommended Reverted Funds	Project Scope
Garrett	Northern Garrett High/Roof	L11F014	Hite Associates, Inc.	\$172,900.00	\$3,285,100.00	\$3,458,000.00	95%	Base Bid Plus Alternates	05.08.2025	\$372,400.00	Replace approximately 81,000 sf of existing roof with a Cold Applied SBS Modified Bituminous Membrane Roof. This is a partial roof replacement.
Harford	Prospect Mill Elementary/Roof Replacement	L12F012	Island Contracting, Inc.	\$939,420.00	\$1,823,580.00	\$2,763,000.00	66%	Base Bid Plus Alternates	05.08.2025	\$615,780.00	Replacement of approximately 76,000 sf of the existing roof installed in 1993/1999 with an EPDM roof. This is a full roof replacement.
Maryland School for the Blind	Maryland School for the Blind/Athletic Facilities: Gym and Pool Replacement	L25F001	Marshall Craft Associates, Inc.	\$181,647.00	\$2,413,305.00	\$2,594,952.00	93%	Base Bid	05.08.2025	\$-	Design contract.
Prince George's	James Madison Middle/Roof	L16F114	SGK Contracting, Inc.	\$1,312,225.00	\$3,090,275.00	\$4,402,500.00	71%	Base Bid Plus Alternates	05.08.2025	\$360,405.00	Replace approximately 97,460 sf roof installed in 1990/1994 with a built up roof. This is a full roof replacement.
Prince George's	Forest Heights ES/Roof	L16F120	Autumn Contracting, Inc.	\$538,430.00	\$1,320,570.00	\$1,859,000.00	73%	Base Bid Plus Alternates	05.08.2025	\$340,193.00	Replace approximately 24,000 sf of roof installed in 1994 with an SBS Modified Bituminous roof. This is a full roof replacement.
Prince George's	Carole Highlands ES/Roof	L16F153	SGK Contracting, Inc.	\$597,765.00	\$1,817,985.00	\$2,415,750.00	78%	Base Bid Plus Alternates	05.08.2025	\$198,483.00	Replace approximately 50,000 sf of the existing roof installed in 1995 with a built up roof. This is a partial roof replacement.
Queen Anne's	Queen Annes's/Kent Island Elementary/Telephone System Replacement	L17F007	Corsica Telecom Services, Inc.	\$4,132.00	\$25,037.00	\$29,169.00	100%	Base Bid	05.08.2025	\$-	Replacement of existing telephone system.
Queen Anne's	Matapeake Middle/Telephone System Replacement	L17F025	Corsica Telecom Services, Inc.	\$9,163.00	\$25,037.00	\$34,200.00	100%	Base Bid	05.08.2025	\$-	Replace telephone system.
Somerset	Crisfield Academy & High School/Limited Renovation	L19F004	Oak Contracting, LLC	\$1,383,335.00	\$1,334,845.00	\$2,718,180.00	100%	Base Bid	05.08.2025	\$-	Early procurement package including sitework for portable classrooms and initial electrical service.

Allegany - Washington Middle - Chilled Water Piping/Ceiling and Lights

FORM OF PROPOSAL

Board of Education of Allegany County
108 Washington Street
Cumberland, Maryland 21502

Date: March 25, 2025

Time: 11:30 AM

Project: Washington Middle School
Hydronic Piping System Replacement
200 Massachusetts Avenue
Cumberland, Maryland 21502

Company Submitting Proposal R.H. Lapp & Sons, Inc.

Contact Jacob Marker

Telephone No. 301-724-6650

To who it may concern:

We herby submit our proposal to the Board of Education of Allegany County for the Washington Middle School Hydronic Piping System replacement project.

Having carefully examined all Bidding Documents, Specifications, and Drawings for the subject project:

Addendum No. <u>1</u>	Dated <u>03/19/2025</u>
Addendum No. <u>2</u>	Dated <u>03/21/2025</u>
Addendum No. <u>3</u>	Dated <u>03/24/2025</u>

and having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposes to furnish all labor, materials, and equipment called for by the said documents for the entire work, in strict accordance with the Contract Documents for the stipulated sum of:

1. BASE BID

Two Million, One Hundred Fifty Two Thousand, Two Hundred Fifty Dollars (\$ 2,152,250.00)
written figures

The following allowances are INCLUDED in the Base Bid price per Section 012100 3.3 of the Construction Specification:

A. Allowance No. 1: 2'x4' acoustical ceiling tile replacement.

Fifty Thousand Dollars (\$ 50,000.00)
written figures

B. Allowance No. 2: Ceiling system and lighting replacement.

One Hundred Thousand Dollars (\$ 100,000.00)
written figures

Form of Proposal - 1

2. ALTERNATES

- A. ADD Alternate No. 1: Replace all existing HVAC equipment in the Office Admin suite.

Eight Hundred and Ten Thousand Dollars (\$ 810,000.00)
written figures

- B. ADD Alternate No. 2: Replace all existing HVAC equipment in the Gymnasium.

Eight Hundred Ninety Four Thousand, Five Hundred Dollars (\$ 894,500.00)
written figures

- C. ADD Alternate No. 3: Replace all existing HVAC equipment in the Auditorium.

Eight Hundred Ninety One Thousand, Nine Hundred Dollars (\$ 891,900.00)
written figures

- D. ADD Alternate No. 4: Replace the existing package RTU service the Media Center.

Five Hundred Eight Thousand, Four Hundred Ninety Dollars (\$ 508,490.00)
written figures

- E. ADD Alternate No. 5: Replace all ceiling systems and lighting systems with LED type for all areas other than base bid.

Four Hundred Twenty One Thousand, Five Hundred Dollars (\$ 421,500.00)
written figures

- F. ADD Alternate No. 6: Replace the existing kitchen heating and ventilation unit.

Two Hundred Six Thousand, Five Hundred Dollars (\$ 206,500.00)
written figures

3. UNIT PRICES

- A. Unit Price No. 1: Furnish and install VCT floor tile.

\$3.50 per ft²
Price Unit

- B. Unit Price No. 2: Furnish and install acoustical ceiling tiles.

\$4.00 per ft²
Price Unit

- C. Unit Price No. 3: Sealing and firestopping up to 6" floor and wall penetrations..

\$150.00 per Penetration
Price Unit

Form of Proposal - 2

Baltimore City - Northern Building #402 - Windows/Doors

IFB-25037 Window and Door Replacement at Northern Building #402

BID PROPOSAL

PROPOSAL OF: Clyde McHenry, Inc.

ADDRESS: 5712 Lafayette Place, Hyattsville, MD

ZIP CODE: 20781

BID DUE DATE: January 16, 2025

SOLICITATION TITLE: Window and Door Replacement at Northern Building #402
Baltimore City Public Schools

TO THE BOARD OF SCHOOL COMMISSIONERS OF BALTIMORE CITY:

The undersigned agree to furnish all labor, materials, equipment, services, and training necessary for the window and door replacement at Northern Building #402 for Baltimore City Public Schools in accordance with the attached specifications, drawings and other related contract documents.

The entire work specified shall be completed for the following price:

ITEM #1: Window and Exterior Door Replacement at Garrett Heights Pre-K to 8 School #212
Base Bid:

Five Million Seven Hundred Fifty One Thousand Nine Hundred Twenty Eight Dollars and zero Cents (\$5,751,928.00)

ITEM #2: Allowance of \$150,000 for any Unforeseen Work including HAZMAT testing and remediation:

One Hundred Fifty Thousand Dollars and zero Cents (\$150,000.00)

ITEM #3: Unit Price #1: Repair and repointing of damaged masonry - This shall include all labor and materials required for removing existing damaged mortar and replacing with new.

Twenty Dollars and zero Cents (\$ 20.00) per Square Foot

Vendor's Response

Baltimore City - Northeast Middle School #49 - Renovation

IFB-25051 Window and Door Replacement at Northeast Middle School #049

BID FORM

(SUBMIT IN DUPLICATE)

BID DUE DATE: March 6, 2025, by 11:00 a.m. Local Time

CONTRACT NO: IFB-25051

PROJECT TITLE: Window and Door Replacement at Northeast Middle School #049
Baltimore City Public Schools

THIS BID SUBMITTED BY:

C&N Associates, LLC

(Company name)

6920 Hillmeade Road

(Address)

Glenn Dale, MD 20769

Principal Name, Title, Phone, FAX & E-Mail

Raymond Hegbe, President, Phone: (301) 464-5973

Fax: (301) 464-5974, Email: raymond@candnassociates.com

REGISTERED MARYLAND CONTRACTOR NO. 16262418

SUBMITTED TO: The Baltimore City Board of School Commissioners Baltimore, Maryland

The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an agreement with THE BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS, hereinafter referred to as the OWNER, in the form included in the contract documents to complete all work specified or indicated in the solicitation documents for the bid price and within the time indicated in this solicitation and in accordance with the contract documents.

BIDDER has examined the site and locality where work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations), and the conditions affecting cost, progress or work performance, and has made such independent investigations, as the BIDDER deems necessary.

The Owner reserves the right to select or reject any, all, or none of the alternates in any order.

ADDENDA

Receipt of the following addenda to the Contract Documents is hereby acknowledged:

Addendum No. <u>1</u>	Dated <u>2/10/2025</u>	Addendum No. _____	Dated _____
Addendum No. <u>2</u>	Dated <u>2/24/2025</u>	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____

Vendor's Response

BID PROPOSAL

PROPOSAL OF: CAN Associates, LLC
ADDRESS: 6920 Hillmeade Rd, Glenn Dale, MD ZIP CODE: 20769
BID DUE DATE: March 6, 2025

SOLICITATION TITLE: Roof Replacement at Northeast Middle School #049
Baltimore City Public Schools

TO THE BOARD OF SCHOOL COMMISSIONERS OF BALTIMORE CITY:
The undersigned agree to furnish all labor, materials, equipment, services, and training necessary for
the window and door replacement at Northeast Middle School #049 for Baltimore City Public
Schools in accordance with the attached specifications, drawings and other related contract
documents.

The entire work specified shall be completed for the following price:

ITEM #1: Window and Door Replacement at Northeast Middle School #049

Base Bid:
ONE MILLION EIGHT HUNDRED SEVEN
THOUSAND FIVE HUNDRED SEVENTY SIX Dollars and 00/100 Cents (\$1,807,576.00)

ITEM #2: Allowance #1 of \$150,000 for any Unforeseen Work including HAZMAT testing and remediation:

ONE HUNDRED FIFTY THOUSAND Dollars and 00/100 Cents (\$150,000.00)

ITEM #3: Allowance #2 of \$20,000 for Masonry Repair - for repairs in the existing brick masonry as specified in sections 040120.63 and 040120.64:

TWENTY THOUSAND Dollars and 00/100 Cents (\$20,000.00)

Vendor's Response

Baltimore City - Abbottson Building #50 - Roof Replacement

IFB-25052 Roof Replacement at Abbottston Building #050

BID PROPOSAL

Autumn Contracting, Inc.

PROPOSAL OF: _____

ADDRESS: 5425 Port Royal Road, Springfield, VA ZIP CODE: 22151

BID DUE DATE: March 20, 2025

SOLICITATION TITLE: Roof Replacement at Abbottston Building #050
Baltimore City Public Schools

TO THE BOARD OF SCHOOL COMMISSIONERS OF BALTIMORE CITY:

The undersigned agree to furnish all labor, materials, equipment, services, and training necessary for the roof replacement at Abbottston Building #050 for Baltimore City Public Schools in accordance with the attached specifications, drawings and other related contract documents.

The entire work specified shall be completed for the following price:

ITEM #1: Roof Replacement at Abbottston Building #050 Base Bid:

One Million Three Hundred Thirty Thousand Eight Hundred 1,330,800.00
_____ Dollars and _____ Cents (\$ _____)

ITEM #2: Allowance of \$75,000 for any Unforeseen Work including HAZMAT testing and remediation:

Seventy Five Thousand 75,000.00
_____ Dollars and _____ Cents (\$ _____)

ITEM #3: Alternate Item #1: Add new enlarged secondary drainage scuppers on roof areas A and B.

A. Base Bid: Clean out, repair as necessary existing scuppers. Tie into new single ply roofing. Existing scuppers lead out to existing projected scupper.

B. Alternate: Enlarge scupper per detail 4/A-505. Move one scupper as drawn.

Thirteen Thousand Five Hundred 13,500.00
_____ Dollars and _____ Cents (\$ _____)

Vendor's Response

ITEM #4: Alternate Item #2: Install new Lightning Protection System: Install new Lightning Protection system per 260800 – Lightning Protection System and drawings were indicated. Lightning Protection design is a delegated design.

Thirty Seven Thousand

37,000.00

_____Dollars and _____Cents (\$_____)

ITEM #5: Alternate Item #3: Remove existing rooftop split system: Alternate: Demolish existing rooftop condenser, line sets, piping.

Two Thousand Five Hundred

2,500.00

_____Dollars and _____Cents (\$_____)

BID TOTAL: Total of Item #'s 1 through 5

One Million Four Hundred Fifty Eight Thousand Eight Hundred

1,458,800.00

_____Dollars and _____Cents (\$_____)

TERMS: NET 30

F.O.B.: DELIVERED

BASIS OF AWARD: This contract shall be awarded to the lowest, qualified, responsive and responsible bidder based on per item or total lump sum cost whatever is in the best interest of Baltimore City Public Schools. Negative references received will affect award of the project.

Baltimore City - Johnston Sq ES #16 - Windows

IFB-25039 Window and Door Replacement at Johnston Square Pre-K to 8 School #016

BID PROPOSAL

PROPOSAL OF: Clyde McHenry, Inc.

ADDRESS: 5712 Lafayette Place Hyattsville, MD ZIP CODE: 20781

BID DUE DATE: January 20, 2025

SOLICITATION TITLE: Window and Door Replacement at Johnston Square Pre-K to 8 School #016
Baltimore City Public Schools

TO THE BOARD OF SCHOOL COMMISSIONERS OF BALTIMORE CITY:

The undersigned agree to furnish all labor, materials, equipment, services, and training necessary for the window and door replacement at Johnston Square Pre-K to 8 School #016 for Baltimore City Public Schools in accordance with the attached specifications, drawings and other related contract documents.

The entire work specified shall be completed for the following price:

ITEM #1: Window and Door Replacement at Johnston Square Pre-K to 8 School #016
Base Bid:

Two Million Seven hundred Three Thousand Six Hundred Forty Five Dollars and Zero Cents (\$2,703,645.00)

ITEM #2: Allowance of \$50,000 for any Unforeseen Work including HAZMAT testing and remediation:

Fifty Thousand Dollars and Zero Cents (\$50,000.00)

ITEM #3: Alternate #1: Repointing of Masonry Joints: Contractor shall provide alternate pricing to re-point 1,000 LF of existing masonry joints and replace 500 SF of brick veneer masonry throughout the building at locations suggested by contractor and agreed upon by owner:

Eighty Nine Thousand Three Hundred Sixty Four Dollars and Zero Cents (\$89,364.00)

Vendor's Response

ITEM #4: Alternate #2: Masonry Cleaning: Contractor to remove efflorescence on the exterior windowsills, window jambs and heads, and face brick. Power wash 3,000 SF of area as indicated by Owner.

Sixteen Thousand Seven Hundred Fifty Five Dollars and Zero Cents (\$ 16,755.00)

ITEM #5: Alternate #3: Clean Underside of Existing Exterior Canopies/Soffits: Clean and scrape smooth undersides of existing exterior soffits at 5 ground-level doorways and prepare for/and re-paint 300 SF.

Nine Thousand Three Hundred Ten Dollars and Zero Cents (\$ 9,310.00)

ITEM #6: Alternate #4: Structural Repair at Entrance Canopy: Contractor shall provide alternate pricing to complete the structural repair work at the front entrance canopy as noted on drawings sheet S-1.

Fourteen Thousand Eight Hundred Ninety Five Dollars and Zero Cents (\$ 14,895.00)

ITEM #7: Unit Price #1: Sill Repairs: Repair/Replace damaged broken tile with new. New tile to be Daltile Keystones; color to match existing to remain tile

Three Hundred Ten Dollars and Zero Cents (\$ 310.00)

BID TOTAL: Total of Item #'s 1 through 7:

Two Million Eight Hundred Eighty Four Thousand Two Hundred Seventy Nine Dollars and Zero Cents (\$ 2,884,279.00)

TERMS: NET 30

F.O.B.: DELIVERED

BASIS OF AWARD: This contract shall be awarded to the lowest, qualified, responsive and responsible bidder based on per item or total lump sum cost whatever is in the best interest of Baltimore City Public Schools. Negative references received will affect award of the project.

Vendor's Response

Baltimore - Pine Grove ES - HVAC and Open Space Enclosure

SOLICITATION NUMBER: NGO-401-25

SECTION 004000 - FORM OF PROPOSAL

DATE: 12/02/24

PROJECT TITLE: PINE GROVE ELEMENTARY SCHOOL - MECHANICAL SYSTEMIC
AND OPEN SPACE IMPROVEMENTS

BCPS BID NUMBER: NGO-401-25

BIDDER CONTRACT PACKAGE NUMBER: _____

BID SUBMITTED BY: Denver-Elek, Inc.
(Company Name as reflected on your company's W-9 Form)

SUBMITTED TO: Please follow the instructions within the Solicitation Documents for Bid Submission.

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.

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.

By signing below and submitting this bid, BIDDER certifies all requirements and specifications of this solicitation are understood, and that BIDDER has read and are thoroughly familiar with all specifications and related documents, including all addenda. BIDDER further acknowledge the failure or omission to receive or examine any form, instrument, document, existing site conditions, or field measurements shall in no way relieve a successful bidder from any obligation in respect to this solicitation.

All entries on the price proposal pages must be a numerical value. BCPS reserves the right to remove or redact all non-numerical entries prior to completion of bid tab and contracting.

BIDDER hereby agrees to furnish all labor, materials, equipment, and services required to complete the project in strict accordance with the Contract Documents for the following price:

By: Charles All, Pres. 12/02/24
(Signature of Bidder) (Date)

FORM OF PROPOSAL

004000-1

BASE BID

TOTAL BASE BID consisting of the cost of asbestos abatement, demolition, and new construction, including the related architectural, mechanical, electrical, and other requirements incidental to the project.

Bidders shall include the following allowance(s) in their BASE BID:

BASE BID: \$ 10,039,800.00 (IN DOLLARS)

BASE BID: ten million, thirty-nine thousand, eight hundred even (IN WRITING)

If a BASE BID amount contains contradictory terms, handwritten terms prevail over typewritten terms, and words prevail over numbers. The dollar amount expressed in words shall govern.

By: Charles Chu, Pres. 12/02/24
(Signature of Bidder) (Date)

ALTERNATES

To be considered for award, bidders shall include a response for ALL ALTERNATES listed below. Failure to provide a response for all Alternates listed in this solicitation shall result in the bidder's entire proposal being deemed non-responsive and ineligible for award. The dollar amount shall be expressed in numbers and words. If an Alternate amount contains contradictory terms, handwritten terms prevail over typewritten terms, and words prevail over numbers. The dollar amount expressed in words shall govern.

The cost of each ALTERNATE shall be valid for the period specified in Part II: Specifications--General Requirements, Section 8.0 Bid Alternates. Any ALTERNATE may be ADDED or DEDUCTED to/from the BASE BID within the award period at the discretion of the Owner. NO COST Alternates, where the bidder agrees to perform the specified Alternate work at no charge to BCPS, shall be recorded by bidder as \$0.00 (zero dollars). Bidders shall be advised that in some instances the proposed Alternate requests a difference in bid price by adding to or deducting from the BASE BID price. Please read alternate descriptions carefully. **Any Alternate containing a non-numeric entry or left completely blank will be interpreted as a NO COST Alternate, where the bidder agrees to perform the Alternate work at no additional charge.**

The undersigned BIDDER proposes and agrees to ADD or DEDUCT to/from the BASE BID the cost of any of the ALTERNATES.

1. **Alternate No. 1 ADD:** : LED Lighting Retrofit – Volumetric Fixtures

\$ 430,800.00 Dollars

four hundred thirty thousand, eight hundred even (IN WRITING)

2. **Alternate No. 2 ADD:** Secure Vestibule

\$ 633,500.00 Dollars

six hundred thirty-three thousand, five hundred even (IN WRITING)

3. **Alternate No. 3 ADD:** Health Suite Renovation

\$ 54,300.00 Dollars

Fifty-four thousand , three hundred even (IN WRITING)

By: Charles Eche, Pres. 12/02/24
(Signature of Bidder) (Date)

SECTION 004000 - FORM OF PROPOSAL

DATE: 9/17/2024

PROJECT TITLE: PERRY HALL HIGH SCHOOL – INTERCOM SYSTEM UPGRADE

BCPS BID NUMBER: GDA-301-25

BID SUBMITTED BY: Pavion Corp.
(Company Name as reflected on your company's W-9 Form)

SUBMITTED TO: Please follow the instructions within the Solicitation Documents for Bid Submission.

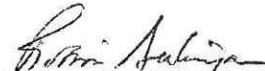
The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an Agreement with the OWNER in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

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.

By signing below and submitting this bid, BIDDER certifies all requirements and specifications of this solicitation are understood, and that BIDDER has read and are thoroughly familiar with all specifications and related documents, including all addenda. BIDDER further acknowledge the failure or omission to receive or examine any form, instrument, document, existing site conditions, or field measurements shall in no way relieve a successful bidder from any obligation in respect to this solicitation.

All entries on the price proposal pages must be a numerical value. BCPS reserves the right to remove or redact all non-numerical entries prior to completion of bid tab and contracting.

BIDDER hereby agrees to furnish all labor, materials, equipment, and services required to complete the project in strict accordance with the Contract Documents for the following price:

 9/17/2024
(Signature of Bidder) (Date)

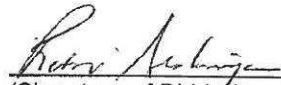
BASE BID

TOTAL BASE BID consisting of the cost of asbestos abatement, demolition, and new construction, including the related architectural, mechanical, electrical, INTERCOM SERVER OVERLAY, and other requirements incidental to the project.

BASE BID: \$ 1,217,000.00 (IN DOLLARS)

BASE BID: One Million Two Hundred Seventeen Thousand (IN WRITING)

If a BASE BID amount contains contradictory terms, handwritten terms prevail over typewritten terms, and words prevail over numbers. The dollar amount expressed in words shall govern.

 9/17/2024
(Signature of Bidder) (Date)

FORM OF PROPOSAL

004000-2

Revised 10/19/2022

Baltimore - Prettyboy ES - Air Conditioning

NTA-503-25
Prettyboy Elementary School Chiller Replacement
PCSP #03.013.24

SECTION 004000 - FORM OF PROPOSAL

DATE: September 25, 2024

PROJECT TITLE: CHILLER REPLACEMENT- PRETTYBOY ELEMENTARY SCHOOL

BCPS BID NUMBER: NTA-503-25

BID SUBMITTED BY: Chilmar Corporation
(Company Name as reflected on your company's W-9 Form)

SUBMITTED TO: Please follow the instructions within the Solicitation Documents for Bid Submission.


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.

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.

By signing below and submitting this bid, BIDDER certifies all requirements and specifications of this solicitation are understood, and that BIDDER has read and are thoroughly familiar with all specifications and related documents, including all addenda. BIDDER further acknowledge the failure or omission to receive or examine any form, instrument, document, existing site conditions, or field measurements shall in no way relieve a successful bidder from any obligation in respect to this solicitation.

All entries on the price proposal pages must be a numerical value. BCPS reserves the right to remove or redact all non-numerical entries prior to completion of bid tab and contracting.

BIDDER hereby agrees to furnish all labor, materials, equipment, and services required to complete the project in strict accordance with the Contract Documents for the following price:


(Signature of Bidder) 9/25/2024 (Date)
Robert W. Chilcoat, III. - President

FORM OF PROPOSAL-REVISED

004000-1

Revised 10/19/2022

BASE BID


TOTAL BASE BID consisting of the cost of asbestos abatement, demolition, and new construction, including the related architectural, mechanical, electrical, and other requirements incidental to the project.

Bidders shall include the following allowance(s) in their BASE BID: N/A

BASE BID: \$ 590,396.00 **(IN DOLLARS)**

BASE BID: Five Hundred Ninety Thousand, Three Hundred Ninety- Six Dollars and No Cents **(IN WRITING)**

If a BASE BID amount contains contradictory terms, handwritten terms prevail over typewritten terms, and words prevail over numbers. The dollar amount expressed in words shall govern.



(Signature of Bidder) (Date)
Robert W. Chilcoat, III. - President

ALTERNATES

To be considered for award, bidders shall include a response for ALL ALTERNATES listed below. Failure to provide a response for all Alternates listed in this solicitation shall result in the bidder's entire proposal being deemed non-responsive and ineligible for award. The dollar amount shall be expressed in numbers and words. If an Alternate amount contains contradictory terms, handwritten terms prevail over typewritten terms, and words prevail over numbers. The dollar amount expressed in words shall govern.

The cost of each ALTERNATE shall be valid for the period specified in Part II: Specifications--General Requirements, Section 8.0 Bid Alternates. Any ALTERNATE may be ADDED or DEDUCTED to/from the BASE BID within the award period at the discretion of the Owner. NO COST Alternates, where the bidder agrees to perform the specified Alternate work at no charge to BCPS, shall be recorded by bidder as \$0.00 (zero dollars). Bidders shall be advised that in some instances the proposed Alternate requests a difference in bid price by adding to or deducting from the BASE BID price. Please read alternate descriptions carefully. Any Alternate containing a non-numeric entry or left completely blank will be interpreted as a NO COST Alternate, where the bidder agrees to perform the Alternate work at no additional charge.

The undersigned BIDDER proposes and agrees to ADD or DEDUCT to/from the BASE BID the cost of any of the ALTERNATES.

1. **Alternate No. 1 ADD: Gymnasium Air Conditioning**

\$ 554,396.00 Dollars

Five Hundred Fifty-Four Thousand, Three Hundred Ninety-Six Dollars and No Cents
(IN WRITING)

2. **Alternate No. 2 ADD: Provide Supplemental Cooling in the Kitchen & Serving Line**

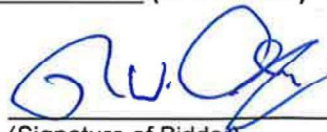
\$ 127,396.00 Dollars

One Hundred Twenty -Seven Thousand, Three Hundred Ninety- Six Dollars and No Cents
(IN WRITING)

3. **Alternate No. 3 ADD: Replace Selected Heating Piping Run in the Basement**

\$ 74,396.00 Dollars

Seventy- Four Thousand, Three Hundred Ninety- Six Dollars and No Cents
(IN WRITING)



(Signature of Bidder) (Date)
Robert W. Chilcoat, III. - President

Baltimore - Woodmoor ES - PA System

SOLICITATION NUMBER: CWA-100-23-01-30-25 WOODMOOR ELEMENTARY SCHOOL INTERCOM SYSTEM UPGRADE

SECTION 004000 - FORM OF PROPOSAL

DATE: 3/3/2025

PROJECT TITLE: WOODMOOR ELEMENTARY SCHOOL INTERCOM SYSTEM UPGRADE

BCPS BID NUMBER: CWA-100-23-01-30-25

BID SUBMITTED BY: Pavion Corp.
(Company Name as reflected on your company's W-9 Form)

SUBMITTED TO: vmukasey@bcps.org
Vladimir Mukasey, P.E.
Baltimore County Public Schools
Department of Facilities Management and Strategic Planning
Office of Facilities Construction and Improvement

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.

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.

BIDDER hereby agrees to furnish all labor, materials, equipment, and services required to complete the project in strict accordance with the Contract Documents for the following price:

Robin Nishiyama 3/3/2025
(Signature of Bidder) (Date)

BASE BID

TOTAL BASE BID consisting of the cost of asbestos abatement, demolition, and new construction, including the related architectural, mechanical, electrical, and other requirements incidental to the project.

Bidders shall include the following allowance(s) in their BASE BID: N/A

BASE BID: \$ 411,000.000 **(IN DOLLARS)**

BASE BID: Four Hundred Eleven Thousand **(IN WRITING)**

INFORMATIONAL PRICE #1: Connection to BCPS District Wide Intercom Server

Bidder shall provide the costs to provide on overlay to connect to the BCPS district wide intercom server. Refer to specification 271516 Integrated Telecommunications Systems for requirements to be included in this informational price lines item. All costs shall be included in the TOTAL BASE BID above.

INFO PRICE #1: \$ 49,500.00 **(IN DOLLARS)**

INFO PRICE #1: \$ Forty Nine Thousand Five Hundred **(IN WRITING)**

If a BASE BID amount contains contradictory terms, handwritten terms prevail over typewritten terms, and words prevail over numbers. The dollar amount expressed in words shall govern.

Robin Nishiyama 3/3/2025
(Signature of Bidder) (Date)

ALTERNATES

To be considered for award, bidders shall include a response for ALL ALTERNATES listed below. Failure to provide a response for all Alternates listed in this solicitation shall result in the bidder's entire proposal being deemed non-responsive and ineligible for award. The dollar amount shall be expressed in numbers and words. If an Alternate amount contains contradictory terms, handwritten terms prevail over typewritten terms, and words prevail over numbers. The dollar amount expressed in words shall govern.

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The undersigned BIDDER proposes and agrees to ADD or DEDUCT to/from the BASE BID the cost of any of the ALTERNATES.

1. **Alternate No. 1 ADD: CLOCK SYSTEM**

Provide network master clock system (Sapling ONLY) to support digital clocks in corridors and common areas of the school as per bid documents. Scope includes low voltage wiring, master clock headend, and digital clocks.

\$ 39,500.00 Dollars

Thirty Nine Thousand Five Hundred (IN WRITING)

2. **Alternate No. 2 ADD: CAFETERIA SOUND SYSTEM**

Provide local sound system to provide music and local sound reinforcement for cafeteria, including microphones and sound system cabinet and audio equipment as per bid documents.

\$ 49,000.00 Dollars

Forty Nine Thousand (IN WRITING)

Robin Nishiyama 3/3/2025
(Signature of Bidder) (Date)

3. **Alternate No. 3 ADD: GYM SOUND SYSTEM**

Provide local sound system to provide music and local sound reinforcement for gymnasium, including microphones and sound system cabinet and audio equipment as per bid documents.

\$ 62,000.00 Dollars

Sixty Two Thousand (IN WRITING)

Robin Nishiyama 3/3/2025
(Signature of Bidder) (Date)

SECTION 004000 - FORM OF PROPOSAL

DATE: November 22, 2024PROJECT TITLE: OWINGS MILLS ELEMENTARY SCHOOL- MECHANICAL SYSTEMIC UPGRADESBCPS BID NUMBER: NTA-501-25BIDDER CONTRACT PACKAGE NUMBER: NTA-501-25BID SUBMITTED BY: Phillips Way, Inc.
(Company Name as reflected on your company's W-9 Form)

SUBMITTED TO: Please follow the instructions within the Solicitation Documents for Bid Submission.

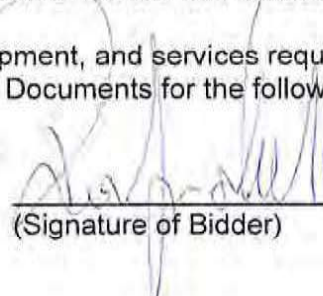
The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an Agreement with the OWNER in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

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.

By signing below and submitting this bid, BIDDER certifies all requirements and specifications of this solicitation are understood, and that BIDDER has read and are thoroughly familiar with all specifications and related documents, including all addenda. BIDDER further acknowledge the failure or omission to receive or examine any form, instrument, document, existing site conditions, or field measurements shall in no way relieve a successful bidder from any obligation in respect to this solicitation.

All entries on the price proposal pages must be a numerical value. BCPS reserves the right to remove or redact all non-numerical entries prior to completion of bid tab and contracting.

BIDDER hereby agrees to furnish all labor, materials, equipment, and services required to complete the project in strict accordance with the Contract Documents for the following price:


(Signature of Bidder) 11/22/2024
(Date)

BASE BID

TOTAL BASE BID consisting of the cost of asbestos abatement, demolition, and new construction, including the related architectural, mechanical, electrical, and other requirements incidental to the project.

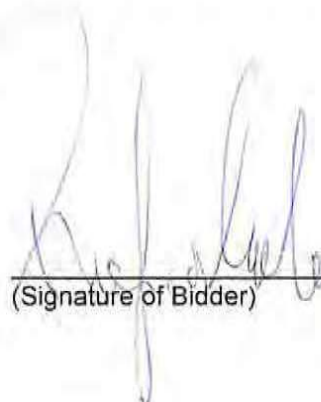
Bidders shall include the following allowance(s) in their BASE BID:

1. \$10,000 for Remediation of Code Violations.

BASE BID: \$ 5,920,000.00 (IN DOLLARS)

BASE BID: Five Million Nine Hundred Twenty Dollars and zero cents (IN WRITING)

If a BASE BID amount contains contradictory terms, handwritten terms prevail over typewritten terms, and words prevail over numbers. The dollar amount expressed in words shall govern.


(Signature of Bidder) 11/22/2024
(Date)

ALTERNATES

To be considered for award, bidders shall include a response for ALL ALTERNATES listed below. Failure to provide a response for all Alternates listed in this solicitation shall result in the bidder's entire proposal being deemed non-responsive and ineligible for award. The dollar amount shall be expressed in numbers and words. If an Alternate amount contains contradictory terms, handwritten terms prevail over typewritten terms, and words prevail over numbers. The dollar amount expressed in words shall govern.

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The undersigned BIDDER proposes and agrees to ADD or DEDUCT to/from the BASE BID the cost of any of the ALTERNATES.

1. **Alternate No. 1 ADD: Installation of new security vestibule at Entry Lobby and Reception with Main Office renovations.**

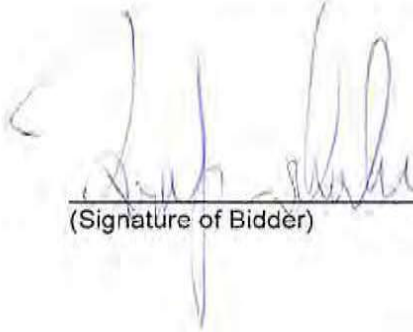
\$ 515,000.00 Dollars

Five Hundred Fifteen Thousand Dollars and zero cents*** (IN WRITING)

2. **Alternate No. 2 ADD: Replace ceiling tiles and grid in areas affected by Mechanical, Electrical, Plumbing and Telecommunication construction.**

\$ 72,000.00 Dollars

Seventy Two Thousand Dollars and zero cents*** (IN WRITING)


(Signature of Bidder) 11/22/2024
(Date)

ALTERNATES

3. **Alternate No. 3 ADD:** Replace ceiling tiles, grid and light fixtures in areas affected by Mechanical, Electrical, Plumbing and Telecommunication construction.

\$ 302,000.00 Dollars

Three Hundred Two Thousand Dollars and zero cents*** (IN WRITING)

4. **Alternate No. 4 ADD: NOT APPLICABLE AT THIS TIME.**

\$	N/A	Dollars
----	-----	---------

_____(IN WRITING)

5. **Alternate No. 5 ADD:** Add HVAC equipment for cooling in Multipurpose Room A130.

\$ 150,000.00 Dollars

One Hundred Fifty Thousand Dollars and zero cents*** (IN WRITING)

(Signature of Bidder) 11/22/2024
(Date)

Carroll - Cranberry Station ES - Pre-K/K Addition

Cranberry Station Elementary School
Pre-K/ K Addition
PSCP No: 06.046

Bid Submission
February 12, 2025
Bid No: 25-013M

SECTION 004113 - BID FORM (SUBMIT IN DUPLICATE)

CRANBERRY STATION ELEMENTARY SCHOOL – Pre-K/ K Addition

Date: 03/12/2025

From Bidder: (Enter all information Requested):

Legal Name: Oak Contracting, LLC

Mail Address:

1000 Cromwell Bridge Road

Towson, MD 21286

Street Address:

1000 Cromwell Bridge Road

Towson, MD 21286

Telephone: (410) 828-1000

Fax: ()

Federal ID#: 20-1962109

Owner: Board of Education of Carroll County, MD
125 North Court Street
Westminster, MD 21157
Tel: 410-751-3000

Project Number: 06.046

Architect: Moseley Architects
1414 Key Highway, 2nd Floor
Baltimore, MD 21230
Tel: 410-539-4300

State of Maryland Contractor License

Number: 03218464

Expires: April 30, 2025

Bid Form

004113 - 1

The undersigned, having visited and carefully examined the site and carefully examined the Bid Announcement and Bid Documents proposes to furnish all labor, specified materials, and specified equipment necessary to construct and properly complete all of the work required in strict accordance with the aforesaid documents using only the specified manufacturers' materials and within the Contract time indicated in Section 011000 SUMMARY in this Bid and in accordance with all other terms and conditions of the Contract Documents for the Lump Sums as follows. Please note that this project is subject to State of Maryland Prevailing Wage Rates.

BASE BID

Complete installed cost for the addition and all associated supporting and existing building renovation work for the Pre-K and K Classrooms Addition at Cranberry Station Elementary Schools as indicated on the Contract Drawings and Specifications.

Base Bid - Reflects bidding with State of Maryland Prevailing Wage Rates. \$ 3,193,931.00

Please indicate below your bid amount in words:

Three Million One Hundred Ninety-Three Thousand Nine Hundred Dollars and/100.
Thirty-One Dollars and Zero Cents

ALTERNATES: In accordance with Section 012300, Section 3.01, provide cost for the following Alternates.

A. ALTERNATE No. 1: Built-Up Roof membrane above specified R-30 insulation above deck.

Fourteen Thousand Dollars and Zero Cents (Dollars \$ 14,000.00).
(Written) (Figures)

B. ALTERNATE No. 2A: Finish material for countertops.

Twelve Thousand Dollars and Zeroc Cents (Dollars \$ 12,000.00).
(Written) (Figures)

C. ALTERNATE No. 2B: Additional shelf on cubbies.

Seven Thousand Dollars and Zero Cents (Dollars \$ 7,000.00).
(Written) (Figures)

D. ALTERNATE No. 3: Toilet Room wet walls.

Four Thousand Dollars and Zero Cents (Dollars \$ 4,000.00).
(Written) (Figures)

E. ALTERNATE No. 12: Furniture.

Sixty-Eight Thousand Dollars and Zer Cents (Dollars \$ 68,000.00).
(Written) (Figures)

UNIT PRICES: In accordance with Section 012220, Section 3.1, provide cost for the follow Unit Prices.

A. UNIT PRICE No. 1: Excavation below subgrade and disposal of unsatisfactory soil material on-site and replacement with satisfactory soil material.

Sixty Dollars and Zero Cents (Dollars \$ 60.00 CY).
(Written) (Figures)

B. UNIT PRICE No. 2: Excavation below subgrade and disposal of unsatisfactory soil material off-site and replacement with satisfactory soil material.

Eighty-Five Dollars and Zero Cents (Dollars \$ 85.00 CY).
(Written) (Figures)

C. UNIT PRICE No. 3: Footing, trench, and pit rock excavation below subgrade and disposal on-site and replacement with satisfactory soil material.

Two Hundred Twenty Dollars and Zero Cents (Dollars \$ 220.00 CY).
(Written) (Figures)

D. UNIT PRICE No. 4: Footing, trench, and pit rock excavation below subgrade and disposal off-site and replacement with satisfactory soil material.

Two Hundred Sixty Dollars and Zero Cents (Dollars \$ 260.00 CY).
(Written) (Figures)

E. UNIT PRICE No. 5: Soil moisture reduction – provision and incorporation of “quicklime”.

Four Hundred Forty Dollars and Zero Cents (Dollars \$ 440.00 / TON).
(Written) (Figures)

ADDENDA

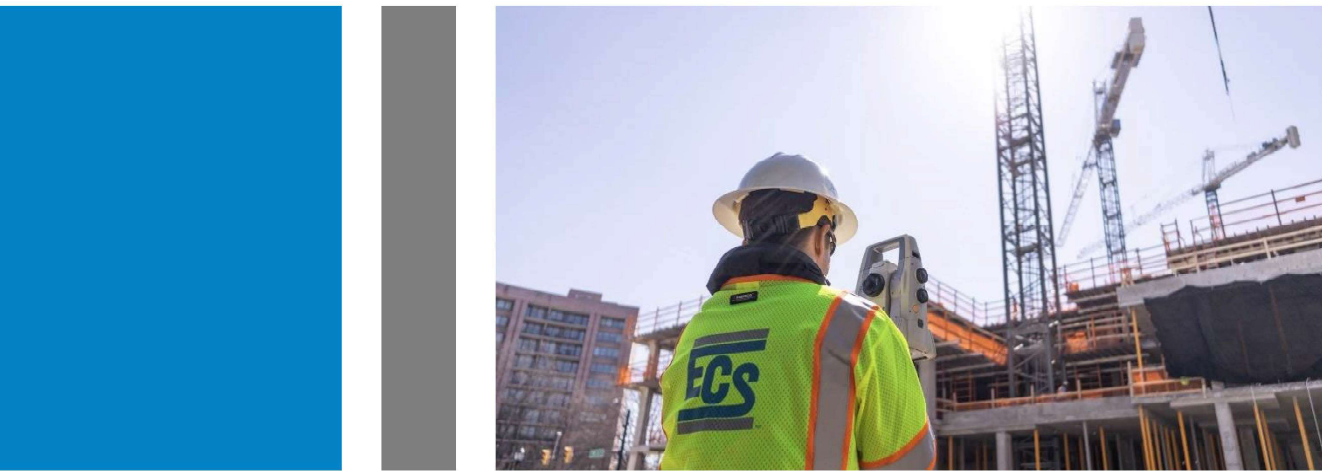
Receipt of the following Addenda is acknowledged:

Addendum No. 1 Dated 02/24/2025

Addendum No. 3 Dated 03/07/2025

Addendum No. 2 Dated 03/05/2025

Addendum No. _____ Dated _____



ECS Mid-Atlantic, LLC

Revised Estimated Fee Proposal for Construction Materials Testing and Observation Services

NEMHS

300 Irish Town Road
North East, Maryland 21901

ECS Proposal No. 02:22748-R

December 3, 2024

Revised January 30, 2025



APPENDIX III – ESTIMATED FEES

1A-3RD PARTY TESTING AND INSPECTION SERVICES					
CONSTRUCTION MATERIALS TESTING SERVICES	Quantity		Total Units	Rate Units	Fee
Field Services					
Soils Technician (All-in Cost)	200 days	8 hours/day	1,600 hours	\$76.25 / hour	\$ 122,000.00
Concrete Technician (All-in Cost)	170 days	8 hours/day	1,360 hours	\$71.25 / hour	\$ 96,900.00
Masonry Technician (All-in Cost)	75 days	4 hours/day	300 hours	\$90.00 / hour	\$ 27,000.00
Specialty Technician (Steel/Fireproofing/Floor Flatness) (All-in Cost)	70 days	4 hours/day	280 hours	\$149.37 / hour	\$ 41,823.60
Structural Steel Inspector, CWI (All-in Cost)	15 days	6 hours/day	90 hours	\$156.25 / hour	\$ 14,062.50
Construction Materials Testing Services Subtotal:					\$ 301,786.10
PROJECT MANAGEMENT & ENGINEERING	Quantity		Total Units	Rate Units	Fee
Team Lead			100 hours	\$75.00 / hour	\$ 7,500.00
Project Engineer			70 hours	\$135.00 / hour	\$ 9,450.00
Principal Engineer			40 hours	\$195.00 / hour	\$ 7,800.00
Project Management & Engineering Subtotal:					\$ 24,750.00
LABORATORY TESTING	Quantity		Total Units	Rate Units	Fee
Soils Lab					
Laboratory Soil Classification (Moisture, Proctor, Sieve Analysis, Atterberg)			3 tests	\$400.00 / test	\$ 1,200.00
Direct Shear Test - Granular (ASTM D3080)			3 tests	\$510.00 / test	\$ 1,530.00
Concrete Lab					
Concrete Cylinders (5 Test Cylinders Per Set)			215 sets	\$188.00 / set	\$ 40,420.00
Mortar Cubes (3 Test Cubes Per Set)			40	\$189.00 / each	\$ 7,560.00
Grout Prisms (4 Test Prisms Per Set)			40 sets	\$218.00 / set	\$ 8,720.00
Laboratory Testing Subtotal:					\$ 59,430.00
BASE SCOPE OF ENVELOPE SERVICES	Quantity		Total Units	Rate Units	Fee
AAMA 501.2 on Windows, Storefront, Curtain Wall, and Metal Panels					
Water Testing			4 days	\$3,500.00 / day	\$ 14,000.00
Base Scope of Envelope Services Subtotal:					\$ 14,000.00
ESTIMATED TOTAL FEES:					\$ 399,966.10

The following assumptions were used for the basis of this proposal:

- o 1A-3rd Party Testing and Inspection Services - Durations based on provided construction schedule
- o Soils Technician (All-in Cost) - Includes (8) hours of onsite time, travel time, mileage, equipment rental (Nuclear Density Gauge), report review, and report distribution
- o Concrete Technician (All-in Cost) - Includes (8) hours of onsite time, travel time mileage, report review, and report distribution.

Frederick - Walkersville ES - Flooring Replacment

CORRIDOR FLOORING ASSOCIATES

P.O. BOX 622
BELAIR, MD. 21014
PHONE: 410-522-2244

ESTIMATE

DATE	QUOTE #
12/20/2024	CORRIDORS

NAME / ADDRESS
FREDERICK COUNTY PUBLIC SCHOOLS ATTN: GEORGE TRACEY, (EXEMPT #30001185) ACCOUNTING 2ND FLOOR 191 SOUTH EAST STREET FREDERICK, MD. 21701

DESCRIPTION	QTY	COST	TOTAL
BID #24M5 WALKERSVILLE ELEMENTARY SCHOOL CORRIDORS 83 WEST FREDERICK STREET WALKERSVILLE, MD. 21793			
LINE ITEM #3 : LABOR TO TAKE UP CARPET (UOM: SQ.YD)	750.00	2.50	1,875.00
LINE ITEM #52: STRIPPER RENTAL (UOM: %)	2.00	395.00	790.00
LINE ITEM #33: ARMSTRONG "STANDARD EXCELON" VCT, COLOR: 51908 PEWTER (UOM: SQ.FT)	6,750.00	2.45	16,537.50
LINE ITEM #51: LABOR TO SKIM FLOOR ONE TIME (UOM: HOUR)	60.00	55.00	3,300.00
LINE ITEM #53: ARDEX PATCH MATERIALS (UOM: %)	30.00	25.00	750.00
LINE ITEM #44: JOHNSONITE 6" VINYL COVE BASE/LIN FT., COLOR: CB40 BLACK (UOM: LIN. FT)	720.00	2.80	2,016.00
LINE ITEM #48: CPT/TILES TRANSITIONS (UOM:LIN.FT)	276.00	2.00	552.00
SUBTOTAL FOR CORRIDORS:			25,820.50
THANK YOU FOR USING CORRIDOR FLOORING. IF I CAN BE OF FURTHER ASSISTANCE, PLEASE CALL.		SALES TAX (0.00)	
SIGNATURE		TOTAL	

CORRIDOR FLOORING ASSOCIATES

P.O. BOX 622
 BELAIR, MD. 21014
 PHONE: 410-522-2244

ESTIMATE

DATE	QUOTE #
12/20/2024	CORRIDORS

NAME / ADDRESS
FREDERICK COUNTY PUBLIC SCHOOLS ATTN: GEORGE TRACEY, (EXEMPT #30001185) ACCOUNTING 2ND FLOOR 191 SOUTH EAST STREET FREDERICK, MD. 21701

DESCRIPTION	QTY	COST	TOTAL
ADD ALTERNATE - CLASSROOM 267:			
LINE ITEM #3: LABOR TO TAKE UP CARPET (UOM: SQ.YD)	90.00	2.50	225.00
LINE ITEM #33: ARMSTRONG "STANDARD EXCELON" VCT, COLOR: TO BE DETERMINED (UOM:SQ.FT)	810.00	2.45	1,984.50
LINE ITEM #51: LABOR TO SKIM FLOOR ONE TIME (UOM: HOUR)	8.00	55.00	440.00
LINE ITEM #53: ADEX PATCH (UOM: %)	8.00	25.00	200.00
LINE ITEM #44: JOHNSONITE 6" VINYL COVE BASE/LIN FT., COLOR: TO BE DETERMINED (UOM: LIN.FT)	120.00	2.80	336.00
LINE ITEM #48: TRANSITIONS (UOM:LIN.FT)	24.00	2.00	48.00
SUBTOTAL FOR ADD ALTERNATE - CLASSROOM 267:			3,233.50
INSTALLATION TO BE PERFORMED DURING DAYTIME HOURS.			
THANK YOU FOR USING CORRIDOR FLOORING. IF I CAN BE OF FURTHER ASSISTANCE, PLEASE CALL.		SALES TAX (0.00)	
SIGNATURE		TOTAL	

CORRIDOR FLOORING ASSOCIATES

P.O. BOX 622
BELAIR, MD. 21014
PHONE: 410-522-2244

ESTIMATE

DATE	QUOTE #
12/20/2024	CORRIDORS

NAME / ADDRESS
FREDERICK COUNTY PUBLIC SCHOOLS ATTN: GEORGE TRACEY, (EXEMPT #30001185) ACCOUNTING 2ND FLOOR 191 SOUTH EAST STREET FREDERICK, MD. 21701

DESCRIPTION	QTY	COST	TOTAL
TAKE UP OF CURRENT FLOOR COVERING IS INCLUDED. WE ARE NOT RESPONSIBLE FOR ASBESTOS OR OTHER HAZARDOUS MATERIALS IF UNCOVERED. THE JOB WILL BE HALTED AT THAT TIME AND IT IS THE RESPONSIBLY OF THE END USER TO HAVE THE HAZARDOUS MATERIAL ABATED. MINOR FLOOR PREP IS INCLUDED. (THIS INCLUDES NAIL POPS, CRACKS IN THE FLOOR AND FINAL SWEEPING ONLY. (LEVELNESS OF THE FLOOR MUST NOT EXCEED 1/4" IN A 10' SPAN, IS SO, IT IS UP TO THE GENERAL CONTRACTOR TO RESOLVE PRIOR TO OUR INSTALLATION) FILLING IN PIPE TRENCHS, LEVELING OF FLOOR HEIGHT DIFFERENCES, SKIMMING THE FLOOR BETWEEN FLOOR FINISHES IS NOT INCLUDED AND IF NECESSARY WILL RESULT IN A CHANGE ORDER BASED ON A TIME AND MATERIAL BASIS. ANY MAJOR FLOOR PREP OR PATCHING (LEVELNESS OF FLOORS OVER 1/4" WITHIN A 10' SPAN IS CONSIDERED MAJOR PREP/PATCH) WILL BE DONE ON A TIME AND MATERIALS BASIS AND WILL RESULT IN A CHANGE ORDER. FURNITURE MOVING IS EXCLUDED.			
THANK YOU FOR USING CORRIDOR FLOORING. IF I CAN BE OF FURTHER ASSISTANCE, PLEASE CALL.		SALES TAX (0.00)	
SIGNATURE		TOTAL	

CORRIDOR FLOORING ASSOCIATES

P.O. BOX 622
BELAIR, MD. 21014
PHONE: 410-522-2244

ESTIMATE

DATE	QUOTE #
12/20/2024	CORRIDORS

NAME / ADDRESS
FREDERICK COUNTY PUBLIC SCHOOLS ATTN: GEORGE TRACEY, (EXEMPT #30001185) ACCOUNTING 2ND FLOOR 191 SOUTH EAST STREET FREDERICK, MD. 21701

DESCRIPTION	QTY	COST	TOTAL
FINAL WASHING, WAXING, CLEANING AND PROTECTION OF NEW FLOORING IS EXCLUDED. THIS ESTIMATE IS GOOD FOR 30 DAYS.			
THANK YOU FOR USING CORRIDOR FLOORING. IF I CAN BE OF FURTHER ASSISTANCE, PLEASE CALL.		SALES TAX (0.00)	\$0.00
SIGNATURE _____		TOTAL	\$29,054.00

Garrett - Southern Garrett HS - Partial Roof Replacement

00 20 00
STANDARD FORM OF PROPOSAL
(Submit in triplicate)

TO: Garrett County Board of Education
40 S. Second Street
Oakland, MD 21550
GCPS Bid No. 2025-02

Bid Date: **March 19, 2025**
Time: 2:00 PM EST/DST

PROJECT: GCPS: Southern High School – Partial Roof Replacement
OMNIA CPN Certified Proposal No. MD-R23040-320171

Proposal of SGK Contracting, Inc. (hereinafter called "Bidder"),
* a corporation, organized and existing under the laws of the State of Maryland *
a partnership, or and individual doing business as SGK Contracting, Inc.

Gentlemen:

The bidder, in compliance with your invitation for bids for the *Partial Roof Replacement at Southern High School*, has examined the plans and specifications with related documents and the size of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplied, and to construct the project in accordance with the Contract Documents and Addenda within the time set forth therein, and at the prices stated below. These prices are to cover all expense incurred in performing the work required under the Contract Documents, of which this proposal is a part.

COMPLETION TIME:

To begin the performance at the time stated in the Notice to Proceed and to complete the work in accordance with the provisions of the Contract Documents.

The undersigned agrees to substantially complete the entire work by **August 26, 2025**. Notice to Proceed anticipated by or before **May 1, 2025**. Work can start upon the end of school for staff. Subject to the last scheduled day of classes.

GK Acknowledgement of Contract Documents (Drawings & Specifications): Dated 2/5/2025
Initial

Bidder acknowledges receipt of the following Addenda: No. 1 Dated 2/26/2025 No. Dated
No. 2 Dated 3/14/2025 No. Dated

A. BASE BID

To furnish labor, materials, equipment, and services necessary to properly complete the work required per BASE BID for the Roof Replacement at Southern High School in strict accordance with the aforesaid documents for the following sum:

Four Million, Seven Hundred Eighty-Seven Thousand
Dollars 00/100

(Dollars \$ 4,787,000.00).

(Written)

(Figures)

Above prices to include all labor, materials, overhead, profit, insurance, etc., to cover the finished work required.

Sign for Identification

Standard Form of Proposal
00 20 00-1

*Insert corporation, partnership or individual as applicable.

B. ALTERNATES

1. Alternate No. 1 - 30 year Warranty Period in lieu of 20 year

Three Hundred Eighty-Seven Thousand Dollars 00/100 (Dollars \$ 387,000.00)
(Written) (Figures)

2. Alternate No. 2 – Coating of Metal Mansard Roof Panels at 7th/8th Grade Wing & AG Wing

Thirteen Thousand Dollars 00/100 (Dollars \$ 13,000.00)
(Written) (Figures)

3. Alternate No. 3 – Painting of Stucco/ EIFS Wall Surface/ Paint Exposed Columns from Boiler Room to Upper Floor End Panel

Two Thousand Dollars 00/100 (Dollars \$ 2,000.00)
(Written) (Figures)

4. Alternate No. 4 – Add Roof Drain at Media Roof

Two Thousand Dollars 00/100 (Dollars \$ 2,000.00)
(Written) (Figures)

5. Alternate No. 5 – Enclose Exposed Piping @ Raised RTU Unit Roof Area 'AA' with Access Door

Five Thousand Dollars 00/100 (Dollars \$ 5,000.00)
(Written) (Figures)

6. Alternate No. 6 – Re-pointing of Masonry (4,000 sf) Gym Area Above Roof Line

Fifty-six Thousand Dollars 00/100 (Dollars \$ 56,000.00)
(Written) (Figures)

Above prices to include all labor, materials, overhead, profit, insurance, etc., to cover the finished work required.

C. UNIT PRICES

Should the undersigned be required to perform work over and above that required by Contract Documents, he will be paid an extra, or shall credit the Owner, as the case may be, on the basis of unit prices quoted herein. Prices quoted shall be the same for "extra" work and for "credit" work and shall be the sum total compensation payable or creditable for such items of work.

Nature of Work	Unit Price
----------------	------------

1. Unit Price No. 1 – Repair/Replace Damaged Gypsum Concrete Deck

Price per square feet = \$15 - Dollars and 00 /100

2. Unit Price No. 2 – Repair/Replace Damaged Concrete Deck

Price per square feet = \$10 - Dollars and 00 /100

Sign for Identification

Standard Form of Proposal
00 20 00-2

*Insert corporation, partnership or individual as applicable.

Garrett - Northern Garrett HS - Partial Roof Replacement

Addendum No. 3, Attachment No.1, Dated March 18, 2025

00 20 00

STANDARD FORM OF PROPOSAL

TO: Garrett County Board of Education
40 S. Second Street
Oakland, MD 21550
GCPS Bid No. 2025-01

Bid Date: **March 19, 2025**
Time: 10:00 AM EST/DST

PROJECT: GCPS: Northern High School – Partial Roof Replacement
OMNIA CPN Certified Proposal No. MD-R23040-320171

Proposal of Hite Associates, Inc. (hereinafter called " Bidder "),
* a corporation, organized and existing under the laws of the State of Maryland *
a partnership, or and individual doing business as Corporation

Gentlemen:

The bidder, in compliance with your invitation for bids for the *Partial Roof Replacement at Northern High School*, has examined the plans and specifications with related documents and the size of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplied, and to construct the project in accordance with the Contract Documents and Addenda within the time set forth therein, and at the prices stated below. These prices are to cover all expense incurred in performing the work required under the Contract Documents, of which this proposal is a part.

COMPLETION TIME:

To begin the performance at the time stated in the Notice to Proceed and to complete the work in accordance with the provisions of the Contract Documents.

The undersigned agrees to substantially complete the entire work by **August 26, 2025**. Notice to Proceed anticipated by or before **May 1, 2025**. Work can start upon the end of School in June 2025. Subject to the last scheduled day of classes.

RSR Acknowledgement of Contract Documents (Drawings & Specifications): Dated 2/5/2025
Initial


Bidder acknowledges receipt of the following Addenda: No. 1 Dated 2/26/2025 No. 2 Dated 3/14/2025
No. 3 Dated 3/18/2025 No. Dated

A. BASE BID

To furnish labor, materials, equipment, and services necessary to properly complete the work required per BASE BID for the Partial Roof Replacement at Northern High School in strict accordance with the aforesaid documents for the following sum:

Three Million, Three Hundred Ninety-Nine Thousand Dollars (Dollars \$ 3,399,000.00).
(Written) (Figures)

Above prices to include all labor, materials, overhead, profit, insurance, etc., to cover the finished work required.


Sign for Identification

Standard Form of Proposal
00 20 00-1

*Insert corporation, partnership or individual as applicable.

B. ALTERNATES

1. Alternate No. 1 – Coating of Existing Metal Roofing

Twenty Four Thousand Dollars (Dollars \$ 24,000.00)
 (Written) (Figures)

2. Alternate No. 2 – Replace Existing Metal Roofing Panel

Ninety Seven Thousand Dollars (Dollars \$ 97,000.00)
 (Written) (Figures)

3. Alternate No. 3 – Replace Louver with Gooseneck Ducted Vent

Seven Thousand, Eight Hundred Dollars (Dollars \$ 7,800.00)
 (Written) (Figures)

4. Alternate No. 4 – Modified Access Ladder

Eight Thousand, Five Hundred Dollars (Dollars \$ 8,500.00)
 (Written) (Figures)

5. Alternate No. 5 – Replace Gutter and Downspout at Main Entrance

Eighteen Thousand, Seven Hundred Dollars (Dollars \$ 18,700.00)
 (Written) (Figures)

6. Alternate No. 6 – Warranty Cost to Extend Warranty to 30 years in lieu of 20 year NDL

ADD: ADD:
 One Hundred Seventy Thousand, Five Hundred Dollars (Dollars \$ 170,500.00)
 (Written) (Figures)

Above prices to include all labor, materials, overhead, profit, insurance, etc., to cover the finished work required.

C. UNIT PRICES

Should the undersigned be required to perform work over and above that required by Contract Documents, he will be paid an extra, or shall credit the Owner, as the case may be, on the basis of unit prices quoted herein. Prices quoted shall be the same for "extra" work and for "credit" work and shall be the sum total compensation payable or creditable for such items of work.

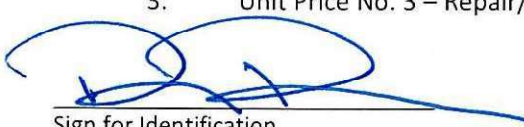
1. Unit Price No. 1 – Repair/Replace Damaged Gypsum Concrete Deck

Price per square feet = 30 - Dollars and 0 /100

2. Unit Price No. 2 – Repair/Replace Damaged Concrete Deck

Price per square feet = 30 - Dollars and 0 /100

3. Unit Price No. 3 – Repair/Replace Damaged Metal Deck


 Sign for Identification

Standard Form of Proposal
 00 20 00-2

*Insert corporation, partnership or individual as applicable.

Harford - Prospect Mill ES - Roof Replacement

PROSPECT MILL ELEMENTARY SCHOOL COMPREHENSIVE ROOF REPLACEMENT
HARFORD COUNTY PUBLIC SCHOOLS

CAG 25-1
GA NO. 2411

SECTION 003000 FORM OF PROPOSAL

Proposal of: Island Contracting, Inc (firm name)

Re: Prospect Mill Elementary School Comprehensive Roof Replacement Project

Location: 101 Prospect Mill Road, Bel Air, MD 21015

Date: 3/10/2025

To: Board of Education of Harford County

Harford County Public Schools

102 South Hickory Avenue

Bel Air, Maryland 21014

Gentlemen

Having examined the Instruction to Bidders, the Drawings and the Specification, including Addenda Nos. 1, 2, and _____, thereto, and other proposed Contract Documents prepared by Gilbert Architects and having examined the site and other conditions affecting the construction, the undersigned hereby proposes to furnish all labor, materials, equipment and services to perform all work required for the Comprehensive Roof Replacement Project at Prospect Mill Elementary School in strict accordance with the Contract Documents for the sums listed in the following bid items:

It is understood that if no figure is listed for an Alternate, that the Alternate may be accepted and there shall be no change in the Base Bid amount indicated below:

1. BASE BID:

The Lump Sum Base Bid for the Prospect Mill ES Roof replacement includes prevailing wage scale

Two Million Seven Hundred Forty Eight Thousand Dollars (\$ 2,748,000)

2. ALTERNATE BID:

No. R-1: the repair of existing front entrance canopy columns in accordance with detail 10/A4.3. Columns, standing seam roofing, gutters, and downspouts of connecting walkway shall all be painted as part of this column repair scope.

The Lump Sum Alternate for the column repair includes prevailing wage scale

Fifteen Thousand Dollars (\$ 15,000)

3. UNIT PRICES:

No. 1: Metal Roof Deck Replacement: Replacement of damaged or degraded metal decking

Add Fifteen Dollars per square foot for steel deck

Base bid shall include 500 square feet of Metal roof deck replacement. Unit price shall be basis of add or deduct from the contract total for amount of replacement exceeding the 500 square feet, or less than the 500 square feet.

No. 2: Rust Inhibitor Primer installed on metal roof deck.

Add Three Dollars per square foot.

Base bid shall include 500 square feet of Rust Inhibitor Primer. Unit price shall be the basis of add or deduct from the contract total for amount of replacement exceeding the 500 square feet, or less

FORM OF PROPOSAL

00 3000 - 1

IAC Meeting 05/08/2025



SCHEMATIC DESIGN SUBMISSION

**PROJECT MANUAL
FOR
GYM AND POOL BUILDING & PAVILION STORAGE BUILDING
AT THE
MARYLAND SCHOOL FOR THE BLIND
3501 TAYLOR AVENUE
BALTIMORE, MARYLAND**

DATE: September 18, 2023

STATE OF MARYLAND

BOARD OF PUBLIC WORKS

**Wes Moore, Governor
Brook Lierman, Comptroller
Dereck Davis, Treasurer**

**Marshall Craft Associates, Inc.
2031 Clipper Park Rd., Baltimore, MD 21211
410.532.3131**

Civil & Structural Engineering
CARROLL ENGINEERING, INC.
215 Schilling Circle
Suite 102
Hunt Valley, MD 21031
410-785-7423

Mechanical/ Electrical Engineering
BURDETTE KOEHLER MURPHY & ASSOCIATES, INC.
1416 Clarkview Road
Baltimore, MD 21209
410-323-0600

AV, IT, TELECOM, ACOUSTICS, SECURITY
NV5, INC.
251 18th St S Suite 450
Arlington, VA 22202
703-522-3800

Fire Protection / Plumbing Engineering
WFT ENGINEERING, INC.
1801 Research Boulevard
Suite 100
Rockville, Maryland 20850
301-230-0811

Aquatics Design
COUNSILMAN-HUNSAKER
10733 Sunset Office Dr # 400
St. Louis, MO 63127
314.894.1245

Envelope Consultant
SIMPSON GUMPERTZ & HEGER
1625 Eye Street NW, Suite 900
Washington, DC 20006
202-239-4199

MSB Gym / Pool / Pavilion; MCA contracted fee amounts

1. April 28, 2023 **\$2,254,133** Original Contract Amount
 - a. The amount above includes the Envelope Consultant (SGH) fee for all phases, and they have completed work as a design consultant in the design phases.
 - b. The amount above includes Phase 1 Construction Administration (CA) fee. Fees for CA Phases 2 & 3 were excluded from the contract (except for SGH) since these fees were estimates, due to the project phasing and duration of construction not being defined at the time of the original proposal.
 - c. Billing invoices (prior to additional services) show a total fee of \$2,417,362. This value includes the original fee above plus the Phase 2 & 3 fee estimates stated in the contract (Phase 2 \$111,025 and Phase 3 \$52,204).
 - d. Since the CA Phases 2 & 3 fee is technically not approved at this time, MCA will remove these values from future invoices to eliminate this confusion.
2. January 24, 2024 \$299,901 Campus Entrance (A901 Proposal/Amendment date)
 - a. Added to the billing invoices starting April 2024.
 - b. The new total MCA fee after this Amendment is **\$2,554,034** (\$2,254,133 + \$299,901).
3. December 17, 2024 \$11,460 DAS (A902 Proposal/Amendment date)
 - a. The amendment states this increases the total contract sum from \$2,943,081 to \$2,954,541. This value will be corrected.
 - b. The new total MCA fee after this Amendment is **\$2,565,494** (\$2,554,034 + \$11,460).
4. January 29, 2025 \$29,458 Forest Stand Delineation (A903 Proposal/Amendment date)
 - a. The amendment states this increases the total contract sum from \$2,954,541 to \$2,983,999. This value will be corrected.
 - b. The new total MCA fee after this Amendment is **\$2,594,952** (\$2,565,494 + \$29,458).

We will send a draft of our next invoice for your review to reflect the changes noted above.

SECTION 00300 - BID FORM

DCP25-011

FY24/5 HSFF Roof Replacement Projects – Group 1

DESIGN-BUILD CONSTRUCTION SERVICES

FY25 HSFF James Madison Middle School Roof Replacement

PSC #16.114.25

DATED: 11/20/2024

(Bidder to insert date bid submitted)

Bidder's Name SGK Contracting, Inc.

(Print or Type)

Bidder's Address 4000 Benson Avenue, Halethorpe Maryland 21227

(Print or Type)

George Koumoudis, President

Name of authorized official signing the signature page (Print or Type)

Phone Number: 410-631-0105

Email sgk@sgkcontractinginc.com

To whom it may be concerned:

This Bid is being submitted in accordance with your Design-Build Construction Services Solicitation requesting a quote to be received for the Design-Build Construction Work for the above named Project.

Having carefully examined the Contract Documents, bound in the Specifications, and including the Addenda enumerated in the Bid, which are incorporated with these documents indicating various conditions affecting this Contract, the undersigned herein agrees to furnish all materials, perform all labor necessary to complete the Contract for the above named Project in accordance with said Contract Documents for:

Total Base Bid Cost for All Design-Build Construction Services (including Builder's risk and allowance amount (if stipulated))

\$ Four Million, Three Hundred Forty-Four Thousand
Dollars and 00/100

DOLLARS

(\$ 4,344,000.00).

The total BASE BID, including the cost of all work and the cost of Builder's All Risk Insurance and allowance sum (if stipulated), which shall be provided separately as informational prices. Please Note: Base bid includes all applicable taxes.

Accompanying this Proposal is a certified check, bank cashier's check, bank treasurer's check or Bid Bond required by Paragraph 4.2 of the Instructions to Bidders, which is deposited as a proposal guarantee, and is to be retained by you and applied as provided in Paragraph 4.2.1 of the Instructions to Bidders, in case the undersigned shall default in executing the Contract or in furnishing the required Bonds and insurance certificates within the time specified by these Contract Documents.

The undersigned hereby certifies that this Proposal is genuine and not collusive or made in the interest of, or on behalf of any person, firm or corporation not herein named and that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding and that the undersigned has not in any manner sought by collusion to secure for himself any advantages over any other bidder.

The undersigned, intending to be legally bound, agrees that this Proposal shall be irrevocable and shall remain subject to your acceptance for 90 days after the date set for bid opening.

It is hereby certified that the undersigned is the only person(s) or entity (ies) interested in this Proposal as Principal, and that the Proposal is made without collusion with any person, firm or corporation. The Bidder hereby agrees to furnish surety company bonds in the form incorporated in the Contract Documents, in the amount of one hundred percent (100%) of the Contract Price for the Performance Bond and the Payment Bond as surety against defects or inferior materials or workmanship which may develop during the period of one (1) year from the date of completion and final acceptance of work performed under the Contract. The Bidder hereby agrees to furnish evidence of require insurance coverage within ten (10) days upon issuance by the Owner of its Notice of Intent to Award.

The Bidder guarantees that, if awarded a Contract, he will furnish and deliver all materials, equipment, conduct required tests, secure all contractor's required permits and licenses, to perform all labor, superintendence, to execute, construct in an expeditious, substantial and workmanlike manner in accordance with the plans and specifications, to the complete satisfaction and acceptance of the Owner for the price herein stated.

The undersigned submits this Proposal with the full knowledge of the Contract requirements and hereby agrees that the Work of this Project, under this Contract, shall be that the Roof Replacement shall be substantially complete by October 1, 2025 and the entire project be fully completed and closed out within 90 calendar days of the Substantial Completion date.

The undersigned Contractor agrees to furnish all labor and materials for any additional work ordered by the Owner and for which no pre-agreed price has been fixed for the net cost of all labor and materials furnished plus 15% for overhead and profit.

The Contract amount stated includes all sales taxes and other taxes for materials and appliances subject to and upon which taxes are levied.

THE BID FORM AND THE FOLLOWING ATTACHMENTS SHALL BE SUBMITTED AS STIPULATED HEREIN:

1. Original Bid Form
2. Bid Security
3. Anti-Bribery Affidavit
4. Copy of valid Business License
5. Attachment A – Certified Minority Business Enterprise Utilization and Fair Solicitation Affidavit
6. Attachment B – MBE Participation Schedule

BASE BID COST BREAKDOWN:

Division 1 – General Requirements:	\$ <u>184,905.00</u>
Division 2 –Existing Conditions	\$ <u>972,952.00</u>
Division 3 –Concrete	\$ _____
Division 4 –Masonry	\$ _____
Division 5 – Metals:	\$ _____
Division 6 – Woods, Plastics & Composites	\$ <u>57,232.00</u>
Division 7 – Thermal & Moisture Protection:	\$ <u>2,730,500.00</u> –
Division 8 – Openings	\$ _____
Division 9 – Finishes	\$ _____
Division 10 – Specialties	\$ <u>91,934.00</u>
Division 11 –Equipment	\$ <u>136,477.00</u>
Division 12 – Furnishings	\$ _____
Division 13 –Special Construction	\$ _____
Division 15 – Mechanical	\$ <u>30,000.00</u>

Division 16 – Electrical	\$ _____
Cost of Builders Risk Insurance	\$ <u>5,000.00</u>
Contingency Allowance (included in base bid as described in the project specification)	\$ <u>\$50,000.00</u>
Design Fee (Pricing Breakout)	\$ <u>85,000.00</u>
TOTAL BASE BID	\$ <u>4,344,000.00</u>

END OF COST BREAKDOWN

ADD ALTERNATES: The Instructions to Bidders and the Contract Documents comprising the plans and specifications, and all documents bound therewith, together with all Addenda thereto, shall apply to all Alternate Proposals as listed in Division 1 Section “Alternates”, and as listed below:

Alternate No.	Summary	Add to Base Bid
Alternate Bid No. 1:	Install up to 3,000 square feet of damaged Tectum roof decking as needed.	Total: \$ <u>13,500.00</u>
Alternate Bid No. 2:	Installation of Securock Gypsum concrete (Pyrofill) filler for perimeter bedding and surfacing of replacement Tectum roof panels as needed.	Total: \$ <u>2,500.00</u>
Alternate Bid No. 3:	Replacement of existing Boiler and Water Heater Stacks, with new stainless-steel stacks and collars.	Total: \$ <u>1,500.00</u>
Alternate Bid No. 4:	Pressure washing exterior façade, soffits, and concrete sidewalks.	Total: \$ <u>41,000.00</u>
Alternate Bid No. 5:		Total: \$ _____
Alternate Bid No. 6:		Total: \$ _____

SECTION 00300 - BID FORM

DCP25-012

FY24/25 HSFF Roof Replacement Projects – Group 2

DESIGN-BUILD CONSTRUCTION SERVICES

FY24 HSFF Forest Heights Elementary School Roof Replacement

PSC #16.120.24 HSFF

November 26, 2024

DATED: _____

(Bidder to insert date bid submitted)

Bidder's Name Autumn Contracting, Inc.

(Print or Type)

Bidder's Address 5425 Port Royal Road, Springfield, VA 22151

(Print or Type)

Name of authorized official signing the signature page (Print or Type)

Phone Number: 703-932-9046

Email steve@autumnci.com

To whom it may be concerned:

This Bid is being submitted in accordance with your Design-Build Construction Services Solicitation requesting a quote to be received for the Design-Build Construction Work for the above named Project.

Having carefully examined the Contract Documents, bound in the Specifications, and including the Addenda enumerated in the Bid, which are incorporated with these documents indicating various conditions affecting this Contract, the undersigned herein agrees to furnish all materials, perform all labor necessary to complete the Contract for the above named Project in accordance with said Contract Documents for:

Total Base Bid Cost for All Design-Build Construction Services (including Builder's risk and allowance amount (if stipulated))

One Million Six Hundred Ninety Six Thousand

DOLLARS

(\$ 1,696,000.00).

The total BASE BID, including the cost of all work and the cost of Builder's All Risk Insurance and allowance sum (if stipulated), which shall be provided separately as informational prices. Please Note: Base bid includes all applicable taxes.

Accompanying this Proposal is a certified check, bank cashier's check, bank treasurer's check or Bid Bond required by Paragraph 4.2 of the Instructions to Bidders, which is deposited as a proposal guarantee, and is to be retained by you and applied as provided in Paragraph 4.2.1 of the Instructions to Bidders, in case the undersigned shall default in executing the Contract or in furnishing the required Bonds and insurance certificates within the time specified by these Contract Documents.

The undersigned hereby certifies that this Proposal is genuine and not collusive or made in the interest of, or on behalf of any person, firm or corporation not herein named and that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding and that the undersigned has not in any manner sought by collusion to secure for himself any advantages over any other bidder.

The undersigned, intending to be legally bound, agrees that this Proposal shall be irrevocable and shall remain subject to your acceptance for 90 days after the date set for bid opening.

It is hereby certified that the undersigned is the only person(s) or entity (ies) interested in this Proposal as Principal, and that the Proposal is made without collusion with any person, firm or corporation. The Bidder hereby agrees to furnish surety company bonds in the form incorporated in the Contract Documents, in the amount of one hundred percent (100%) of the Contract Price for the Performance Bond and the Payment Bond as surety against defects or inferior materials or workmanship which may develop during the period of one (1) year from the date of completion and final acceptance of work performed under the Contract. The Bidder hereby agrees to furnish evidence of require insurance coverage within ten (10) days upon issuance by the Owner of its Notice of Intent to Award.

The Bidder guarantees that, if awarded a Contract, he will furnish and deliver all materials, equipment, conduct required tests, secure all contractor's required permits and licenses, to perform all labor, superintendence, to execute, construct in an expeditious, substantial and workmanlike manner in accordance with the plans and specifications, to the complete satisfaction and acceptance of the Owner for the price herein stated.

The undersigned submits this Proposal with the full knowledge of the Contract requirements and hereby agrees that the Work of this Project, under this Contract, shall be that the Roof Replacement shall be substantially complete by October 1, 2025 and the entire project be fully completed and closed out within 90 calendar days of the Substantial Completion date.

The undersigned Contractor agrees to furnish all labor and materials for any additional work ordered by the Owner and for which no pre-agreed price has been fixed for the net cost of all labor and materials furnished plus 8% for overhead and profit.

The Contract amount stated includes all sales taxes and other taxes for materials and appliances subject to and upon which taxes are levied.

THE BID FORM AND THE FOLLOWING ATTACHMENTS SHALL BE SUBMITTED AS STIPULATED HEREIN:

1. Original Bid Form
2. Bid Security
3. Anti-Bribery Affidavit
4. Copies of valid Business License
5. Attachment A – Certified Minority Business Enterprise Utilization and Fair Solicitation Affidavit
6. Attachment B – MBE Participation Schedule

BASE BID COST BREAKDOWN:

Division 1 – General Requirements:	\$ <u>55,000.00</u>
Division 2 –Existing Conditions	\$ <u>105,000.00</u>
Division 3 –Concrete	\$ _____
Division 4 –Masonry	\$ <u>15,000.00</u>
Division 5 – Metals:	\$ _____
Division 6 – Woods, Plastics & Composites	\$ <u>65,000.00</u>
Division 7 – Thermal & Moisture Protection:	\$ <u>1,062,000.00</u>
Division 8 – Openings	\$ _____
Division 9 – Finishes	\$ _____
Division 10 – Specialties	\$ _____
Division 11 –Equipment	\$ <u>25,000.00</u>
Division 12 – Furnishings	\$ _____
Division 13 –Special Construction	\$ _____
Division 15 – Mechanical	\$ <u>255,000.00</u>

Division 16 – Electrical	\$ 10,000.00
Cost of Builders Risk Insurance	\$ 4,000.00
Contingency Allowance (included in base bid as described in the project specification)	\$ \$50,000.00
Design Fee (Pricing Breakout)	\$ 50,000.00
TOTAL BASE BID	\$ 1,696,000.00

END OF COST BREAKDOWN

ADD ALTERNATES: The Instructions to Bidders and the Contract Documents comprising the plans and specifications, and all documents bound therewith, together with all Addenda thereto, shall apply to all Alternate Proposals as listed in Division 1 Section “Alternates”, and as listed below:

Alternate No.	Summary	Add to Base Bid
Alternate Bid No. 1:	Install up to 3,000 SF of ventilated base sheet of saturated gypsum roof deck as needed only.	Total: \$ 30,000.00
Alternate Bid No. 2:	Replace up to 3,000 SF of damaged gypsum deck as needed only.	Total: \$ 45,000.00
Alternate Bid No. 3:	Replacement of the existing water heater stack and collar with a new stainless-steel stack and collar	Total: \$ 3,000.00
Alternate Bid No. 4:	Chimney Cap Repair: Demolish existing and install new cast in place chimney, tuck point deteriorated chimney mortar joints as needed, and remove/replace any affected lighting protection system.	Total: \$ 42,000.00
Alternate Bid No. 5:	Replacement and relocation of the existing storage shed as described in SOW.	Total: \$ 18,000.00

Alternate Bid No. 6:	Pressure washing exterior façade, soffits, and concrete sidewalks.	Total: \$ <u>25,000.00</u>
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UNIT PRICES: The Instructions to Bidders and the Contract Documents comprising the plans and specifications, and all documents bound therewith, together with all Addenda thereto, shall apply to all Unit Prices as listed in Division 1 Section "Unit Prices", and as listed below:

The Owner reserves the right to accept or reject any and all Unit Prices stipulated herein.

Item	Description	UOM	Price
1	Exhaust Fan Replacement	EA	3,000.00
2	Roof Drain Replacement	EA	2,500.00
3	Roof HVAC Curb Installation	EA	4,000.00

ADDENDA

The undersigned hereby acknowledge receipt of following Addenda and has prepared this bid accordingly:

ADDENDUM # _____ Dated _____ ADDENDUM # _____ Dated _____

Bids shall be officially signed in accordance with the Instructions to Bidders, using the applicable portion of the "Signature Pages".

ONLY ATTACH THE APPLICABLE SIGNATURE PAGE.

SECTION 00300 - BID FORM

DCP25-011

FY24/25 HSFF Roof Replacement Projects – Group 1

DESIGN-BUILD CONSTRUCTION SERVICES

FY24 HSFF Carole Highlands Elementary School Roof Replacement

PSC #16.153.24 HSFF

DATED: 11/20/2024

(Bidder to insert date bid submitted)

Bidder's Name SGK Contracting, Inc

(Print or Type)

Bidder's Address 4000 Benson Avenue, Halethorpe Maryland 21227

(Print or Type)

George Koumoudis, President

Name of authorized official signing the signature page (Print or Type)

Phone Number: 410-631-0105

Email sgk@sgkcontractinginc.com

To whom it may be concerned:

This Bid is being submitted in accordance with your Design-Build Construction Services Solicitation requesting a quote to be received for the Design-Build Construction Work for the above named Project.

Having carefully examined the Contract Documents, bound in the Specifications, and including the Addenda enumerated in the Bid, which are incorporated with these documents indicating various conditions affecting this Contract, the undersigned herein agrees to furnish all materials, perform all labor necessary to complete the Contract for the above named Project in accordance with said Contract Documents for:

Total Base Bid Cost for All Design-Build Construction Services (including Builder's risk and allowance amount (if stipulated))

\$ Two Million, Three Hundred and Forty-Seven Thousand, Four Hundred and Fifty Dollars and 00/100

DOLLARS

(\$ 2 347,450.00).

The total BASE BID, including the cost of all work and the cost of Builder's All Risk Insurance and allowance sum (if stipulated), which shall be provided separately as informational prices. Please Note: Base bid includes all applicable taxes.

Accompanying this Proposal is a certified check, bank cashier's check, bank treasurer's check or Bid Bond required by Paragraph 4.2 of the Instructions to Bidders, which is deposited as a proposal guarantee, and is to be retained by you and applied as provided in Paragraph 4.2.1 of the Instructions to Bidders, in case the undersigned shall default in executing the Contract or in furnishing the required Bonds and insurance certificates within the time specified by these Contract Documents.

The undersigned hereby certifies that this Proposal is genuine and not collusive or made in the interest of, or on behalf of any person, firm or corporation not herein named and that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding and that the undersigned has not in any manner sought by collusion to secure for himself any advantages over any other bidder.

The undersigned, intending to be legally bound, agrees that this Proposal shall be irrevocable and shall remain subject to your acceptance for 90 days after the date set for bid opening.

It is hereby certified that the undersigned is the only person(s) or entity (ies) interested in this Proposal as Principal, and that the Proposal is made without collusion with any person, firm or corporation. The Bidder hereby agrees to furnish surety company bonds in the form incorporated in the Contract Documents, in the amount of one hundred percent (100%) of the Contract Price for the Performance Bond and the Payment Bond as surety against defects or inferior materials or workmanship which may develop during the period of one (1) year from the date of completion and final acceptance of work performed under the Contract. The Bidder hereby agrees to furnish evidence of required insurance coverage within ten (10) days upon issuance by the Owner of its Notice of Intent to Award.

The Bidder guarantees that, if awarded a Contract, he will furnish and deliver all materials, equipment, conduct required tests, secure all contractor's required permits and licenses, to perform all labor, superintendence, to execute, construct in an expeditious, substantial and workmanlike manner in accordance with the plans and specifications, to the complete satisfaction and acceptance of the Owner for the price herein stated.

The undersigned submits this Proposal with the full knowledge of the Contract requirements and hereby agrees that the Work of this Project, under this Contract, shall be that the Roof Replacement shall be substantially complete by October 1, 2025 and the entire project be fully completed and closed out within 90 calendar days of the Substantial Completion date.

The undersigned Contractor agrees to furnish all labor and materials for any additional work ordered by the Owner and for which no pre-agreed price has been fixed for the net cost of all labor and materials furnished plus 15% for overhead and profit.

The Contract amount stated includes all sales taxes and other taxes for materials and appliances subject to and upon which taxes are levied.

THE BID FORM AND THE FOLLOWING ATTACHMENTS SHALL BE SUBMITTED AS STIPULATED HEREIN:

1. Original Bid Form
2. Bid Security
3. Anti-Bribery Affidavit
4. Copy of valid Business License
5. Attachment A – Certified Minority Business Enterprise Utilization and Fair Solicitation Affidavit
6. Attachment B – MBE Participation Schedule

BASE BID COST BREAKDOWN:

Division 1 – General Requirements:	\$ <u>101,000.00</u>
Division 2 –Existing Conditions	\$ <u>533,750.00</u>
Division 3 –Concrete	\$ _____
Division 4 –Masonry	\$ _____
Division 5 – Metals:	\$ _____
Division 6 – Woods, Plastics & Composites	\$ <u>31,000.00</u>
Division 7 – Thermal & Moisture Protection:	\$ <u>1,414,700.00</u>
Division 8 – Openings	\$ _____
Division 9 – Finishes	\$ _____
Division 10 – Specialties	\$ <u>48,000.00</u>
Division 11 –Equipment	\$ <u>75,000.00</u>
Division 12 – Furnishings	\$ _____
Division 13 –Special Construction	\$ _____
Division 15 – Mechanical	\$ <u>15,000.00</u>

Division 16 – Electrical	\$ _____
Cost of Builders Risk Insurance	\$ <u>5,000.00</u>
Contingency Allowance (included in base bid as described in the project specification)	\$ <u>\$50,000.00</u>
Design Fee (Pricing Breakout)	\$ <u>74,000.00</u>
 TOTAL BASE BID	 \$ <u>2,347,450.00</u>

END OF COST BREAKDOWN

ADD ALTERNATES: The Instructions to Bidders and the Contract Documents comprising the plans and specifications, and all documents bound therewith, together with all Addenda thereto, shall apply to all Alternate Proposals as listed in Division 1 Section “Alternates”, and as listed below:

Alternate No.	Summary	Add to Base Bid
Alternate Bid No. 1:	Provide and install up to 6,000 SF of ventilated base sheet at areas of saturated gypsum roof deck.	Total: \$ <u>1,500.00</u>
Alternate Bid No. 2:	Provide and install Tectum replacement decking at damaged gypsum roof deck areas as needed, up to 3,000 SF.	Total: \$ <u>2,500.00</u>
Alternate Bid No. 3:	Replace up to 3,000 square feet of damaged metal roof deck as needed only.	Total: \$ <u>2,800.00</u>
Alternate Bid No. 4:	Replace existing 5000 CFM - RTU-1 (with DX coil) and the 12.5 nominal ton condensing unit serving RTU-1, - CU-1..	Total: \$ <u>35,000.00</u>
Alternate Bid No. 5:	Replace the existing boiler and water heater stacks and collars with new stainless-steel stacks and collars.	Total: \$ <u>1,500.00</u>
Alternate Bid No. 6:	Pressure wash all façade walls, soffits, and concrete sidewalks.	Total: \$ <u>25,000.00</u>

Queen Anne's - Kent Island ES - Telephone System

Corsica Telecom Services, Inc.

305 East Water ST
Centreville, MD 21617
For Billing Inquires (410) 758-0601

Estimate

DATE	ESTIMATE NO.
1/22/2024	2201089

NAME / ADDRESS
Board of Education Q.A.'s County - R - Attn: James O'Donnell 202 Chesterfield Avenue Centreville, MD 21617

			PROJECT
DESCRIPTION	QTY	COST	TOTAL
Kent Island Elementary School			
Avaya IP Office 500 Controller Rel 11.01	1		0.00
IPO IP500 System SD Card MU-Law	1		0.00
IP Office Combo Card 6 Digital,2 Analog, 4 Trunk ports, 10 VCM	2		0.00
IP 500 Expansion Card 8 Digital Stations	1		0.00
IP Office Phone 8 Card	1		0.00
IP 500 Office PRI 8 Channels	1		0.00
Avaya IP Office Rack Mount Kit	2		0.00
Avaya IP Office 030 Digital Module	2		0.00
Additional License R11	1		0.00
Avaya IP Office Essential add 2 ports	1		0.00
Avaya 9508 Digital Sets With 24 Buttons	20		0.00
Avaya 9504 Set	50		0.00
Avaya BM12 Expansion Module with Power	10		0.00
Avaya POE Injector	10		0.00
Total installed	1	29,169.00	29,169.00
		()	\$0.00

Phone #	Fax #	E-mail
410-758-0601	410-758-0699	cortelsvc@yahoo.com

TOTAL **\$29,169.00**

Queen Anne's County - Matapeake MS - Telephone System

Corsica Telecom Services, Inc.

305 East Water ST
Centreville, MD 21617
For Billing Inquires (410) 758-0601

Estimate

DATE	ESTIMATE NO.
3/7/2024	2201062

NAME / ADDRESS
Board of Education Q.A.'s County - R - Attn: James O'Donnell 202 Chesterfield Avenue Centreville, MD 21617

			PROJECT
DESCRIPTION	QTY	COST	TOTAL
Revised Quote MMS RT 8 Stevensville, Md. 21666			
Avaya IP Office 500 Controller Rel 11.01	1		0.00
IPO IP500 System SD Card MU-Law	1		0.00
IP Office Combo Card 6 Digital,2 Analog, 4 Trunk ports, 10 VCM	2		0.00
IP 500 Expansion Card 8 Digital Stations	1		0.00
IP Office Phone 8 Card	1		0.00
IP 500 Office PRI 8 Channels	1		0.00
Avaya IP Office Rack Mount Kit	2		0.00
Avaya IP Office 030 Digital Module	3		0.00
Additional License R11	1		0.00
Avaya IP Office Essential add 2 ports	1		0.00
Avaya 9508 Digital Sets With 24 Buttons	20		0.00
Avaya 9504 Set	50		0.00
Avaya BM12 Expansion Module with Power	10		0.00
Avaya POE Injector	10		0.00
Total	1	21,450.00	21,450.00
Total Equipment			21,450.00
Installation	1	12,250.00	12,250.00
Shipping & Handling	1	275.00	275.00
Thank You For Your Business		()	

Phone #	Fax #	E-mail
410-758-0601	410-758-0699	cortelsvc@yahoo.com

TOTAL

Corsica Telecom Services,Inc.

305 East Water ST
Centreville, MD 21617
For Billing Inquires (410) 758-0601

Estimate

DATE	ESTIMATE NO.
3/7/2024	2201062

NAME / ADDRESS
Board of Education Q.A.'s County - R - Attn: James O'Donnell 202 Chesterfield Avenue Centreville, MD 21617

			PROJECT
DESCRIPTION	QTY	COST	TOTAL
Small PC for Programming Additions include making rack space in IT closet, and the increase in equipment	1	225.00	225.00
Thank You For Your Business		()	\$0.00
		TOTAL	\$34,200.00
Phone #	Fax #	E-mail	
410-758-0601	410-758-0699	cortelsvc@yahoo.com	

Somerset - Crisfield Academy & HS - Renovations



April 4, 2025

Mr. Jonathon Hill
Supervisor of Capital Planning, Facilities & Security
Somerset County Public Schools
7982A Tawes Campus Drive
Westover, MD 21871

RE: **CRISFIELD ACADEMY & HIGH SCHOOL - RENOVATIONS**
Construction Management at Risk – Guaranteed Maximum Price #1 Presentation

Dear Mr. Hill:

Oak Contracting, LLC is pleased to submit the following information related to the above referenced project.

The 1A, 2T, 6T and 16T packages for the project were advertised for bids on March 5, 2025. A prebid meeting was held on March 12, 2025. One (1) addendum was issued during the bidding preparation time.

On April 1, 2025 at 3:00PM a total of seven (7) bids were received. All bids were received and opened privately. Subsequent to submission of bids, Oak conducted scope confirmation meetings with all apparent Low Bidders for each Contract Package to confirm and clarify the bidding document requirements. Certain allowable adjustments (credits and additions) are included in this GMP. Apparent low bidders for each contract Package are listed below and are recommended for award of Subcontract:

Contract Package	Description	Amount	Contractor	MBE
1A	Testing and Inspections	\$114,400.00	Hillis-Carnes	0% ACHIEVED 5% GOAL
2T	Temporary Sitework	\$755,800.00	Reynolds	15% ACHIEVED 15% GOAL
6T	Temporary General Trades	\$99,075.00	KB Coldiron	15% ACHIEVED 15% GOAL
16T	Temporary Electrical	\$570,000.00	Nickle	21% ACHIEVED 15% GOAL
	SUBTOTAL	\$1,539,275.00		



Based on the above information Oak Contracting, LLC proposes a Guaranteed Maximum Price #1 for the above listed Packages as follows:

Base Bid amounts	\$1,539,275.00
Construction Manager Contingency	\$30,786.00
General Conditions	\$292,374.00
Insurance	\$2,718.00
Bond Premium	\$30,000.00
Fee	\$104,545.00
GMP#1 SUBTOTAL	\$1,999,968.00
Portable Classroom -- SCPS vendor	\$718,482.00
GRAND TOTAL	<u>\$2,718,180.00</u>

The following qualifications/clarifications/conditions are applicable to this GMP:

1. This GMP presentation is based upon the drawings and specifications dated February 20, 2025, as issued by Becker Morgan Group, as well as Addendum No. A dated March 25, 2025.
2. Preliminary Project Schedule and schedule development process direction was issued in the bidding documents and supports a Substantial Completion date of August 22, 2025. All Trade Contractors must be under contract to Oak Contracting, LLC before the as-planned schedule can be prepared and submitted. This GMP proposal is conditioned upon an equitable adjustment of the contract price and contract time for any delay to the issuance of necessary permits.
3. To support the Commencement date and Substantial Completion date published in the General Scope of the Contract Packages it is required that approval of this GMP and issuance of a Notice to Proceed, occur on or before May 9, 2025.
4. This GMP proposal is conditioned upon there being a force majeure clause in the construction contract that excuses construction manager's performance in the event of force majeure events which would include but not be limited to things such as: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic; insurrections; riots; labor disputes; labor or material shortages from the usual sources of supply; sabotage; internet service interruption, restraint by court order or public authority (whether valid or invalid), inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by construction manager; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.
5. This proposal is based on the 16T Subcontractor utilizing SCPS's preferred Fire Alarm Vendor – Delmarva Time and Control, Inc. as well as the 16T Subcontractor utilizing SCPS's Low voltage Vendor – ARK Systems, Inc. Existing wireless access points are to be salvaged from existing two-story wing (future construction) to be installed in temporary classrooms 1-4 and the 5 portable classrooms. No new network switches are included nor are any modifications to existing network switches included.

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:

March 13, 2025 - Contract Awards

Prince George's - Charles Flowers High, Roof/HVAC

PSC L16F174

Project type: Roof/HVAC

Contractor: Hot & Cold Corporation

Total commitment: \$14,951,554.00

Change State funds from \$2,905,391.00 to \$11,662,212.12

Change local funds from \$12,046,163.00 to \$3,289,341.88

Note: Updated previously approved commitment with total available State funding from both CIP and HSFF State funding sources.

Item 2.D. Project Closeouts

Motion:

To approve the final State project costs as presented.

Background Information:

The projects on the below table and attached reports are complete and reimbursed. IAC staff recommend that the IAC approve the final State award, contract, and expenditure amounts as presented.

LEA Name	School Name and PSC	Project Type and Funding Year(s)	Amount to Revert to State
Baltimore City	Collington Square PK-8 #097 (PSC L30F053)	Air Conditioning Units, FY 2015, 2016, 2020	\$0
Baltimore City	Diggs-Johnson Building #162 (PSC L30F249)	Vertical Packaged Classroom AC Units, FY 2021	\$0
Baltimore City	Fallstaff #241 (PSC L30F148)	Fire Safety, FY 2015, 2020	\$0
Baltimore City	Johnston Square Elementary #016 (PSC L30F234)	Vertical Packaged Classroom AC Units, FY 2013, 2014, 2020	\$0
Baltimore City	Roland Park Elementary/Middle #233 (PSC L30F092)	HVAC, FY 2019	\$0
Baltimore City	Thomas Johnson #84 (PSC L30F044)	Air Handling Unit, FY 2019	\$0
Baltimore City	Western High Building #407 (PSC L30F227)	Pool, FY 2015, 2020	\$0

IAC staff recommend approval of these closeout actions.



Interagency Commission on School Construction
Business Management System
Closeout Summary

LEA/Project Baltimore City/Collington Square PK-8 # 097/Vertical Packaged Classroom Air Conditioning Units (L30F053Y2020P010)
PSC Number L30F053

This project is recommended for closeout by IAC staff.

Funding Source	Award	Adjustments
2015-BOND APPN: 14106 AY: 14 PCA: BLOXX	\$125,765.00	\$0
2016-BOND APPN: 15184 AY: 15 PCA: BLOXX	\$23,875.00	\$0
2020-BOND APPN: 19341 AY: 19 PCA: BLOXX	\$1,104,000.00	\$0

Cost Category	Local Expenditures	State Expenditures	Contract Amount	Other State Funding	Other State Funding Description	Ineligible Amount
Construction	\$130,360.00	\$1,253,640.00	\$1,384,000.00	-		



Interagency Commission on School Construction
Business Management System
Closeout Summary

LEA/Project Baltimore City/Diggs-Johnson Building # 162/Vertical Packaged Classroom Air Conditioning Units (L30F249Y2021P006)
PSC Number L30F249

This project is recommended for closeout by IAC staff.

Funding Source	Award	Adjustments
2021-BOND APPN: 20337 AY: 20 PCA: BLOXX	\$1,353,600.00	\$0

Cost Category	Local Expenditures	State Expenditures	Contract Amount	Other State Funding	Other State Funding Description	Ineligible Amount
Construction	\$56,400.00	\$1,353,600.00	\$1,410,000.00	-		



Interagency Commission on School Construction
Business Management System
Closeout Summary

LEA/Project Baltimore City/Fallstaff # 241/Fire Safety (L30F148Y2021P014)
PSC Number L30F148

This project is recommended for closeout by IAC staff.

Funding Source	Award	Adjustments
2015-BOND APPN: 14106 AY: 14 PCA: BLOXX	\$8,000.00	\$0
2020-BOND APPN: 19341 AY: 19 PCA: BLOXX	\$270,535.00	\$0

Cost Category	Local Expenditures	State Expenditures	Contract Amount	Other State Funding	Other State Funding Description	Ineligible Amount
Construction	\$20,965.00	\$278,535.00	\$299,500.00	-		



Interagency Commission on School Construction
Business Management System
Closeout Summary

LEA/Project Baltimore City/Johnston Square Elementary # 016/Vertical Packaged Classroom Air Conditioning Units (L30F234Y2020P007)

PSC Number L30F234

This project is recommended for closeout by IAC staff.

Funding Source	Award	Adjustments
2013-BOND APPN: 12079 AY: 12 PCA: BLOXX	\$183,224.00	\$0
2014-BOND APPN: 13101 AY: 13 PCA: BLOXX	\$28,866.00	\$0
2020-BOND APPN: 19341 AY: 19 PCA: BLOXX	\$1,079,118.00	\$0

Cost Category	Local Expenditures	State Expenditures	Contract Amount	Other State Funding	Other State Funding Description	Ineligible Amount
Construction	\$97,188.00	\$1,291,208.00	\$1,388,396	-		



Interagency Commission on School Construction
Business Management System
Closeout Summary

LEA/Project Baltimore City/Roland Park Elementary/Middle # 233/HVAC (L30F092Y2019P003)
PSC Number L30F092

This project is recommended for closeout by IAC staff.

Funding Source	Award	Adjustments
2019-BOND APPN: 18271 AY: 18 PCA: BLOXX	\$5,058,000.00	\$0

Cost Category	Local Expenditures	State Expenditures	Contract Amount	Other State Funding	Other State Funding Description	Ineligible Amount
Construction	\$1,058,000.00	\$5,058,000.00	\$6,116,000	-		



Interagency Commission on School Construction
Business Management System
Closeout Summary

LEA/Project Baltimore City/Thomas Johnson # 084/Air Handling Unit (AHU) (L30F044Y2019)
PSC Number L30F044

This project is recommended for closeout by IAC staff.

Funding Source	Award	Adjustments
2019-BC HVAC APPN: 18601 AY: 18 PCA: HVC18	\$679,392.00	\$0
2019-BC HVAC Design APPN: 18601 AY: 18 PCA: HVC18	\$35,000.00	\$0

Cost Category	Local Expenditures	State Expenditures	Contract Amount	Other State Funding	Other State Funding Description	Ineligible Amount
Construction	\$321,839.00	\$714,392.00	\$1,036,231.00	-		



Interagency Commission on School Construction
Business Management System
Closeout Summary

LEA/Project Baltimore City/Western High Building #407/Pool (L30F227Y2020P014)
PSC Number L30F227

This project is recommended for closeout by IAC staff.

Funding Source	Award	Adjustments
2015-BOND APPN: 14106 AY: 14 PCA: BLOXX	\$240,820.00	\$0
2020-BOND APPN: 19341 AY: 19 PCA: BLOXX	\$1,781,000.00	\$0

Cost Category	Local Expenditures	State Expenditures	Contract Amount	Other State Funding	Other State Funding Description	Ineligible Amount
Construction	\$653,216.00	\$2,021,820.00	\$2,675,036.00	-		

Item 2.E. Easements

Motion:

To approve the conveyance of the easements as presented.

Background Information:

The table below lists easements granting the holder access and use of the designated acreage.

LEA	PSC #	School	Type of Easement	Total Site Acreage	Easement Acreage
Carroll	L06F022	Hampstead Elementary	Temporary Construction Easement to allow improvements to be made to the existing water treatment plant located next to the school facility.	19.51	0.1892
Carroll	L06F022	Hampstead Elementary	Permanent drainage and utility easement to allow access to the new treatment plant being constructed.	19.51	0.1796

IAC staff recommends approval of this request.

Item 2.F. FY 2024 Capital Improvement Program Amendment Correction – Allegany County Public Schools – Beall Elementary School (PSC L01F002) Exterior Windows and Doors

Motion:

To revise the rescission of the FY 2024 Capital Improvement Program (CIP) Allegany County Public Schools Beall Elementary (L01F002) exterior windows and doors project to:

1. Change the reverted amount from the rounded number of \$404,000 to the exact number of \$403,750, and
2. Reduce the total amount transferred to the reserve account by \$250.

Background Information:

In Item 6 of the April 10, 2025 IAC Meeting, the FY 2024 CIP award amount listed for the Beall Elementary windows and doors project, which was rescinded due to an anticipated future CIP project, was inadvertently rounded from \$403,750 to \$404,000. This Item corrects the award amount and adjusts the total amount reverted accordingly.

IAC staff regret the error.

Item 2.G. Reversion Correction – Somerset County Public Schools – Crisfield Academy & High School (PSC L19F004) Limited Renovation Project

Motion:

To void the fund reversion from the Somerset County Public Schools (SCPS) Crisfield Academy & High School (PSC L19F004) limited renovation project as presented at the April 10, 2025 IAC meeting.

Background Information:

At the April 10, 2025 IAC meeting, the IAC voted to revert funds for the below project to the SCPS Reserve Account. However, there was another contract using these State funds which had not yet been submitted. It is presented in this agenda's Item 2.B., and was approved contingent upon the approval of this Item.

LEA	School	PSC #	Project Type	Reversion Amount
Somerset	Crisfield Academy & High School	L19F004	Limited Renovation	\$1,334,845

IAC staff apologize for the error, and recommend approval of this Item to correct the record.

Item 3. FY 2026 Capital Improvement Program 100% Recommendations

Motion:

To approve the final Fiscal Year 2026 Capital Improvement Program as presented for the total amount of \$392.2 million, including \$390.3 million dedicated to school construction funding, and a reservation of \$1.8 million in new authorization for design/planning services and unanticipated project costs; and to authorize the IAC staff to make minor adjustments to awards based on calculation of the project's Maximum State Award amount to avoid the over-or under-funding of a project. Project awards are contingent upon demonstrated compliance with the Programmatic Agreement between the Interagency Commission on School Construction and the Maryland Historical Trust Regarding Maryland School Construction Programs, which will be verified at the time of contract approval. Additionally, to approve revisions as presented to previously approved contract awards to adjust State and local participation amounts due to additional funding provided in the FY 2026 CIP.

Background Information:

FY 2026 Public School Construction Capital Improvement Program (CIP)

In compliance with Education Article §5-304(b)(5), Annotated Code of Maryland; "on or after May 1 every year, the Interagency Commission shall approve 100% of the school construction allocation included in the capital budget bill as enacted."

Table 1: Sources of Funding Available for Award

Funding Source	Amount
FY 2026 CIP Public School Construction Program Bond Funds	\$290,857,000
FY 2026 CIP Public School Construction Program PAYGO Funds	\$9,143,411
New Authorization Subtotal	\$300,000,411
LEA Reserve Funds	\$19,238,279
Statewide Reserve Funds	\$21,707,356
Supplemental Capital Grant Program for Local School Systems with Significant Enrollment Growth or Relocatable Classrooms (EGRC) (Bond Funds)	\$53,891,000
Prior Year Supplemental Capital Grant Program for Local School Systems with EGRC (Bond Funds)	\$7,247,683
Grand Total	\$402,084,729

Final revised requests for the FY 2026 CIP were submitted by 24 Local Education Agencies (LEAs) and the Maryland School for the Blind totaling \$777 million for 206 projects, and Local Planning (LP) requests for 18 projects.

Table 2: IAC Staff Local Planning (LP), Project Development & Design Services Funding, and Construction Funding Recommendations

Project Type	# of LP Requests	# of Funding Requests	Total # of Recommendations	100% Staff Recommendation Total Awards
Prek/Kindergarten and/or Project Development & Design Funding	5	6	11	\$18,849,759
Major Projects and/or Request for Project Development & Design Funding	0	19	19	\$243,237,964
Capital Maintenance (Systemic Renovation) and/ or Requests for Project Development & Design Funding	N/A	73	73	\$128,295,794
Subtotal	5	98	103	\$390,383,517
Statewide Reserve Account				\$1,848,669
Grand Total				\$392,232,186

*LP requests receiving a status of “B” have been found to be eligible for State participation but, in light of future State funding levels as currently projected and project awards previously granted by the IAC, no additional LP approvals are being recommended.

100% Recommendation Project Details of Note:

- Anne Arundel County - The LEA modified their funding request for the Old Mill High (PSC L02F139) replacement to better align with their cash flow. Additionally, the LEA’s EGRC award was applied to this project, increasing the project's total recommended funding to \$13,329,618.
- Baltimore County - The Maximum State Award (MSA) has been increased for the Dulaney High School (PSC L03F133) replacement project to include updated CTE classrooms.
- Caroline County - Updated to fully fund the MSA for the Denton Elementary (PSC L05F003) chiller project at \$500,000.
- Cecil County - The Cecil Manor Elementary (PSC L07F030) HVAC project changed from a C to a D status due to eligibility issues.
- Charles County - Funding for the William Wade Elementary (PSC L08F028) renovation has been decreased from \$8,119,000 to \$5,911,230 due to receipt of lower than anticipated bids. Available funding has been moved to the Thomas L. Higdon Elementary (PSC L08F027) renovation project.

- Charles County - The Walter J. Mitchell Elementary (PSC L08F033) and Middle School #10 (PSC L08F050) Addition/Renovation projects were not given a status at the 90% round and are now C status.
- Frederick County - The request for design services funding for the Brunswick High (PSC L10F036) replacement project was changed from B status to A status and \$2,713,847 is recommended for award to the project.
- Frederick County - The LEA requests to withdraw both the Twin Ridge Elementary (PSC L10F044) and the Hillcrest Elementary (PSC L10F039) limited renovation projects from the FY 2026 CIP and intends to locally fund the projects.
- Howard County - Updated to reflect the addition of five new projects in the FY 2026 CIP to fully utilize prior year EGRC funding.
- Kent County - The Kent County Middle (PSC L14F003) replacement project has been updated from a U status at the 90% round to A status, and the MSA has been increased as a result of design progress. Funding for the project has been increased to \$7,500,000.
- Maryland School for the Blind (MSB) - IAC staff have updated the budget for the MSB (PSC L25F001) gym and pool replacement project based on further project development and extended project schedule to address projected resource availability.
- Montgomery County - The \$10M in EGRC funding that was previously recommended for award to the new Crown High (PSC L15F284) project at the 90% round has been moved to the Westland Middle (PSC L15F215) systemic renovation project, per the LEA's request. Due to legislative requirements for EGRC funding, the MSA for Westland Middle has been increased to \$11,752,885 and the project is being recommended for full funding. The adjustment to the new Crown High project results in a total funding of \$17,380,943 including remaining CIP funding and LEA reserve funds available after the adjustment to Westland Middle.
- Prince George's County - The new Northern Adelphi High (PSC L16F268) project was given a U status in the 90% CIP round, and has been changed to a 'C' status for local planning and construction funding in the final recommendation due to a lack of design progress. The project will still be receiving project development and design funding.
- Somerset - Both the Somerset Intermediate (PSC L19F016) renovation/addition project and the Washington Academy & High (PSC L19F002) limited renovation project have been given 'C' status due to lack of design progress.

Revisions to Previously Approved Contracts:

This Item also includes contract amendments to increase State funding for contracts that were previously approved by the IAC and for which additional funding becomes available through approval of the FY 26 100% CIP.

Next Steps:

Finalization and distribution of the IAC's FY 2026 Final CIP Publication.

IAC staff recommend approval.



FY 2026 Capital Improvement Program 100% Staff Recommendations

LEA	Total Estimated Project Cost	Current Funding Request	Estimated Maximum State Award	Final Maximum State Award	Total Prior State CIP Funds	Prior Funds from Other State Sources	IAC Approval - 75% Project Development & Design Services Funding 12/19/2024	IAC Approval - 75% Construction Funding 12/19/2024	IAC Staff Approval- 90% Project Development & Design Services Funding	IAC Staff Recommendation - 90% Construction Funding 2/13/2025	IAC Staff Projected Recommendation - 100% Construction Funding 5/8/2025	IAC Staff Projected Recommendation - 100% LEA Reserve Funding 5/8/2025	IAC Staff Projected Recommendation -100% State Reserve Funding 5/8/2025	IAC Staff Projected Recommendation - Prior Year EGRC Funding 5/8/2025	IAC Staff Projected Recommendation - FY 2026 EGRC Funding 5/8/2025	Total FY 2026 Recommended Awards 5/8/2025
Allegany (3 projects)	\$ 75,263,086	\$ 11,125,570	\$ 16,119,000	\$ 19,859,000	\$ 1,124,978	\$ 6,937,020	\$ -	\$ 3,023,549	\$ -	\$ 605,000	\$ 3,758,451	\$ 878,750	\$ -	\$ -	\$ -	\$ 8,265,750
Anne Arundel (12 projects)	\$ 243,226,674	\$ 41,794,943	\$ 17,132,850	\$ 100,237,806	\$ 1,283,113	\$ 46,793,000	\$ 386,650	\$ 13,707,349	\$ -	\$ 3,486,661	\$ 6,250,337	\$ 1,759,803	\$ -	\$ -	\$ 6,285,361	\$ 31,876,161
Baltimore City (42 projects)	\$ 333,573,267	\$ 172,722,738	\$ 190,711,200	\$ 139,955,000	\$ 88,495,862	\$ 2,545,319	\$ -	\$ 19,952,250	\$ -	\$ 3,695,811	\$ 2,954,939	\$ -	\$ -	\$ -	\$ -	\$ 26,603,000
Baltimore County (17 projects)	\$ 973,805,305	\$ 102,999,757	\$ 175,971,564	\$ -	\$ 9,632,243	\$ -	\$ -	\$ 22,280,594	\$ 8,324,000	\$ 615,506	\$ 1,316,301	\$ 628,641	\$ -	\$ -	\$ 6,873,511	\$ 40,038,553
Calvert (3 projects)	\$ 65,736,036	\$ 9,356,801	\$ 1,401,400	\$ 35,191,000	\$ 10,716,600	\$ 13,566,212	\$ -	\$ 3,281,169	\$ -	\$ 551,354	\$ 2,701,278	\$ -	\$ 1,500,000	\$ -	\$ -	\$ 8,033,801
Caroline (2 projects)	\$ 66,423,000	\$ 3,055,000	\$ 55,609,000	\$ -	\$ -	\$ -	\$ 2,585,000	\$ 165,000	\$ -	\$ -	\$ 30,000	\$ -	\$ 305,000	\$ -	\$ -	\$ 3,085,000
Carroll (5 projects)	\$ 29,002,235	\$ 13,846,575	\$ 15,296,418	\$ -	\$ 1,687,463	\$ -	\$ -	\$ 6,825,071	\$ -	\$ 482,584	\$ 132,573	\$ 233,117	\$ -	\$ -	\$ 4,522,886	\$ 12,196,231
Cecil (2 projects)	\$ 185,910,000	\$ 6,792,000	\$ -	\$ 106,855,000	\$ 49,194,293	\$ 15,340,701	\$ -	\$ 3,884,412	\$ -	\$ 785,586	\$ -	\$ -	\$ 1,330,002	\$ -	\$ -	\$ 6,000,000
Charles (8 projects)	\$ 127,957,000	\$ 14,495,437	\$ 48,775,885	\$ 4,010,672	\$ 6,571,635	\$ -	\$ 898,901	\$ 5,701,447	\$ -	\$ 1,667,434	\$ 580,784	\$ -	\$ -	\$ -	\$ 1,589,438	\$ 10,438,004
Dorchester (2 projects)	\$ 26,730,000	\$ 5,410,000	\$ 24,100,000	\$ -	\$ -	\$ -	\$ 2,410,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 5,410,000
Frederick (7 projects)	\$ 421,226,995	\$ 36,836,858	\$ 132,608,720	\$ 67,013,000	\$ 7,163,540	\$ 3,162,862	\$ 3,319,000	\$ 12,074,465	\$ -	\$ 1,133,169	\$ -	\$ -	\$ -	\$ -	\$ 9,227,833	\$ 25,754,467
Garrett (3 projects)	\$ 53,243,240	\$ 15,243,638	\$ 250,000	\$ 45,358,000	\$ 27,201,500	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 4,391,851	\$ -	\$ 1,608,149	\$ -	\$ -	\$ 8,000,000
Harford (5 projects)	\$ 362,890,407	\$ 18,512,974	\$ 103,891,500	\$ 60,948,800	\$ 44,479,344	\$ -	\$ -	\$ 7,000,000	\$ -	\$ 3,212,172	\$ 3,211,779	\$ -	\$ -	\$ -	\$ 3,210,023	\$ 16,633,974
Howard (26 projects)	\$ 48,901,050	\$ 23,958,819	\$ 23,720,209	-	\$ -	\$ -	\$ 1,649,065	\$ 7,153,617	\$ -	\$ 1,597,832	\$ 6,193,824	\$ 439,188	\$ -	\$ 6,686,683	\$ -	\$ 23,720,209
Kent (1 project)	\$ 68,542,000	\$ 14,000,000	\$ -	\$ 26,140,000	\$ 252,341	\$ 1,569,659	\$ -	\$ 1,275,000	\$ -	\$ 2,691,171	\$ 2,283,829	\$ -	\$ 1,250,000	\$ -	\$ -	\$ 7,500,000
Maryland School for the Blind (1 project)	\$ 71,976,900	\$ 22,154,000	\$ 67,643,000	\$ -	\$ 4,395,000	\$ -	\$ -	\$ 2,750,000	\$ -	\$ 2,000,000	\$ -	\$ -	\$ 5,250,000	\$ -	\$ -	\$ 10,000,000
Montgomery (9 projects)	\$ 246,025,000	\$ 58,326,885	\$ 30,788,985	\$ 98,281,000	\$ 27,680,971	\$ 42,008,500	\$ 2,316,000	\$ 27,588,211	\$ -	\$ 4,914,374	\$ 2,784,574	\$ -	\$ -	\$ 561,000	\$ 10,005,769	\$ 48,169,928
Prince George's (22 projects)	\$ 847,142,000	\$ 73,879,812	\$ 173,372,330	\$ 156,791,000	\$ 116,347,962	\$ 15,000,000	\$ 9,353,903	\$ 26,480,916	\$ -	\$ 2,531,931	\$ -	\$ -	\$ -	\$ -	\$ 8,125,070	\$ 46,491,820
Queen Anne's (5 projects)	\$ 12,601,460	\$ 6,113,000	\$ 6,448,000	\$ -	\$ -	\$ -	\$ -	\$ 2,087,000	\$ -	\$ 663,000	\$ 1,275,000	\$ 663,000	\$ -	\$ -	\$ -	\$ 4,688,000
Somerset (5 projects)	\$ 165,779,628	\$ 25,203,800	\$ 123,301,515	\$ -	\$ 3,933,576	\$ 2,341,408	\$ 595,000	\$ -	\$ -	\$ 2,155,000	\$ -	\$ 63,500	\$ 5,750,000	\$ -	\$ -	\$ 8,563,500
St. Mary's (1 project)	\$ 60,746,503	\$ 16,084,900	\$ 33,056,182	\$ -	\$ 1,000,000	\$ -	\$ 1,882,100	\$ 1,810,969	\$ -	\$ 3,825,000	\$ 1,517,645	\$ 464,640	\$ -	\$ -	\$ -	\$ 9,500,354
Talbot (1 project)	\$ 39,284,899	\$ 2,273,000	\$ -	\$ 13,357,000	\$ 7,205,000	\$ 3,878,801	\$ -	\$ 2,271,528	\$ -	\$ -	\$ -	\$ -	\$ 1,671	\$ -	\$ -	\$ 2,273,199
Washington (6 projects)	\$ 57,811,000	\$ 11,116,000	\$ 46,858,000	\$ -	\$ -	\$ 19,036,473	\$ -	\$ 6,649,253	\$ -	\$ 838,631	\$ 372,508	\$ 3,574,608	\$ -	\$ -	\$ -	\$ 11,435,000
Wicomico (5 projects)	\$ 223,799,000	\$ 68,713,296	\$ 145,998,600	\$ -	\$ 1,000,000	\$ -	\$ 3,500,000	\$ 1,392,581	\$ 1,068,000	\$ 551,556	\$ -	\$ -	\$ 3,381,998	\$ -	\$ 2,139,431	\$ 12,033,566
Worcester (13 projects)	\$ 78,082,735	\$ 3,770,440	\$ 29,406,217	\$ -	\$ 60,000	\$ 5,599,322	\$ -	\$ 2,750,000	\$ -	\$ -	\$ -	\$ -	\$ 923,000	\$ -	\$ -	\$ 3,673,000
LEA Totals (206 projects)	\$ 4,885,679,420	\$ 777,786,243	\$ 1,462,460,575	\$ 873,997,278	\$ 409,425,421	\$ 177,779,277	\$ 28,895,619	\$ 181,104,381	\$ 9,392,000	\$ 39,003,772	\$ 39,755,673	\$ 11,705,247	\$ 21,299,820	\$ 7,247,683	\$ 51,979,322	\$ 390,383,517
Statewide Reserve Account										\$ 379,500	\$ 1,469,169					\$ 1,848,669
Grand Totals	\$ 4,885,679,420	\$ 777,786,243	\$ 1,462,460,575	\$ 873,997,278	\$ 409,425,421	\$ 177,779,277	\$ 28,895,619	\$ 181,104,381	\$ 9,392,000	\$ 39,383,272	\$ 41,224,842	\$ 11,705,247	\$ 21,299,820	\$ 7,247,683	\$ 51,979,322	\$ 392,232,186



FY 2026 Capital Improvement Program 100% Staff Recommendations

LEA	Priority	School	Request Type	Project Type	Project Subtype	PSC Number	Estimated Bid Opening Date	Total Estimated Project Cost	Project Dev. & Design Status	Local Planning (LP) Project Status	Construction Funding Project Status	Current Funding Request	Estimated Maximum State Award	Final Maximum State Award	Total Prior State CIP Funds	Prior Funds from Other State Sources	Cost Share State TOTAL	IAC Approval - 75% Project Development & Design Funding 12/19/2024	IAC Approval - 75% Construction Funding 12/19/2024	IAC Approval - 90% Project Development & Design Funding 2/13/2025	IAC Approval - 90% Construction Funding 2/13/2025	IAC Staff Projected Recommendation - 100% Construction Funding 5/8/2025	IAC Staff Projected Recommendation - 100% LEA Reserve Funding 5/8/2025	IAC Staff Projected Recommendation - 100% State Reserve Funding 5/8/2025	Total State Reserve Funding 5/8/2025	IAC Staff Projected Recommendation - Prior Year EGRC Funding 5/8/2025	IAC Staff Projected Recommendation - FY 2026 EGRC Funding 5/8/2025	Total FY 2026 Awards 5/9/2025
Allegany	1	Washington Middle	Construction Funding	Addition	-	L01F034	02.05.2025	\$ 24,150,788	-	-	A	\$ 8,266,000	\$ -	\$ 19,859,000	\$ 1,124,978	\$ 6,937,020	94%	\$ -	\$ 3,023,549	\$ -	\$ 605,000	\$ 3,758,451	\$ 878,750	\$ -	\$ -	\$ -	\$ -	\$ 8,265,750
Allegany	2	Frost Elementary	Local Planning/Project Development & Design Funding	Renovation-Addition	-	L01F029	02.01.2027	\$ 48,462,298	B	C	-	\$ 634,570	\$ 13,769,000	\$ -	\$ -	\$ -	94%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Allegany	3	Washington Middle	Construction Funding	Systemic Renovation	Chilled Water Plant	L01F034	11.01.2025	\$ 2,650,000	-	-	B	\$ 2,225,000	\$ 2,350,000	\$ -	\$ -	\$ -	94%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Anne Arundel	1	Glen Burnie High	Construction Funding	Systemic Renovation	Roof	L02F020	07.01.2024	\$ 5,663,611	-	-	A	\$ 1,413,693	\$ -	\$ 2,696,806	\$ 1,283,113	\$ -	50%	\$ -	\$ 1,060,270	\$ -	\$ 212,054	\$ 141,369	\$ -	\$ -	\$ -	\$ -	\$ 1,413,693	
Anne Arundel	2	Lindale Middle	Construction Funding	Systemic Renovation	Roof/Exterior Openings	L02F127	04.01.2025	\$ 14,568,000	-	-	A	\$ 6,937,000	\$ 7,630,700	\$ -	\$ -	\$ -	55%	\$ -	\$ 1,907,680	\$ -	\$ 1,144,605	\$ 4,578,415	\$ -	\$ -	\$ -	\$ -	\$ 7,630,700	
Anne Arundel	3	Glen Burnie High	Project Development & Design Funding/Construction Funding	Systemic Renovation	Roof/Exterior Openings	L02F020	03.01.2025	\$ 5,665,000	A	-	A	\$ 2,705,000	\$ 2,975,500	\$ -	\$ -	\$ -	55%	\$ 155,000	\$ 2,076,625	\$ -	\$ 296,325	\$ 447,550	\$ -	\$ -	\$ -	\$ -	\$ 2,975,500	
Anne Arundel	4	Arundel High	Construction Funding	Systemic Renovation	Windows	L02F040	04.01.2025	\$ 1,590,000	-	-	A	\$ 757,000	\$ 757,000	\$ -	\$ -	\$ -	50%	\$ -	\$ 567,750	\$ -	\$ 113,550	\$ 75,700	\$ -	\$ -	\$ -	\$ -	\$ 757,000	
Anne Arundel	5	Van Bokkelen Elementary	Construction Funding	Systemic Renovation	HVAC Units	L02F004	12.01.2024	\$ 4,662,000	-	-	A	\$ 2,220,000	\$ 2,886,000	\$ -	\$ -	\$ -	65%	\$ -	\$ 2,162,500	\$ -	\$ 37,500	\$ 686,000	\$ -	\$ -	\$ -	\$ -	\$ 2,886,000	
Anne Arundel	6	Annapolis High	Project Development & Design Funding/Construction Funding	Systemic Renovation	Electrical Upgrade	L02F030	09.03.2024	\$ 1,671,000	A	-	A	\$ 797,500	\$ 797,500	\$ -	\$ -	\$ -	50%	\$ 72,500	\$ 525,625	\$ -	\$ 119,625	\$ 79,750	\$ -	\$ -	\$ -	\$ -	\$ 797,500	
Anne Arundel	7	Severn Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	Boiler	L02F043	10.02.2024	\$ 1,124,000	A	-	A	\$ 544,000	\$ 598,400	\$ -	\$ -	\$ -	55%	\$ 53,900	\$ 394,900	\$ -	\$ 89,760	\$ 59,840	\$ -	\$ -	\$ -	\$ -	\$ 598,400	
Anne Arundel	8	Broadneck Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	Electrical Upgrade	L02F023	01.17.2025	\$ 848,863	A	-	A	\$ 404,250	\$ 404,250	\$ -	\$ -	\$ -	50%	\$ 36,750	\$ 266,437	\$ -	\$ 60,638	\$ 40,425	\$ -	\$ -	\$ -	\$ -	\$ 404,250	
Anne Arundel	9	Jones Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	Boiler	L02F094	01.22.2025	\$ 746,200	A	-	A	\$ 346,500	\$ 346,500	\$ -	\$ -	\$ -	50%	\$ 31,500	\$ 228,375	\$ -	\$ 51,975	\$ 34,650	\$ -	\$ -	\$ -	\$ -	\$ 346,500	
Anne Arundel	10	Piney Orchard Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	Fire Alarm	L02F100	10.16.2024	\$ 751,000	A	-	A	\$ 359,000	\$ 394,900	\$ -	\$ -	\$ -	55%	\$ 29,000	\$ 267,175	\$ -	\$ 39,235	\$ 59,490	\$ -	\$ -	\$ -	\$ -	\$ 394,900	
Anne Arundel	11	Piney Orchard Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	Public Address Intercom System	L02F100	10.16.2024	\$ 651,000	A	-	A	\$ 311,000	\$ 342,100	\$ -	\$ -	\$ -	55%	\$ 8,000	\$ 248,575	\$ -	\$ 38,377	\$ 47,148	\$ -	\$ -	\$ -	\$ -	\$ 342,100	
Anne Arundel	12	Old Mill High	Construction Funding	Replacement	-	L02F139	02.02.2025	\$ 205,286,000	-	-	A	\$ 25,000,000	\$ -	\$ 97,541,000	\$ -	\$ 46,793,000	55%	\$ -	\$ 4,001,437	\$ -	\$ 1,283,017	\$ -	\$ 1,759,803	\$ -	\$ -	\$ -	\$ 6,285,361	\$ 13,329,618
Baltimore City	1	Maree G. Farring EM Annex	Construction Funding	Renovation-Addition	-	L30F286	01.01.2023	\$ 18,809,000	-	-	A	\$ 9,063,000	\$ -	\$ 18,809,000	\$ 9,500,000	\$ -	100%	\$ -	\$ 6,794,250	\$ -	\$ 1,358,850	\$ 905,900	\$ -	\$ -	\$ -	\$ -	\$ 9,059,000	
Baltimore City	2	Furley Elementary # 206	Construction Funding	Replacement	-	L30F256	12.01.2022	\$ 48,663,000	-	-	A	\$ 7,544,000	\$ -	\$ 42,852,000	\$ 35,308,000	\$ -	96%	\$ -	\$ 5,658,000	\$ -	\$ 1,131,600	\$ 754,400	\$ -	\$ -	\$ -	\$ -	\$ 7,544,000	
Baltimore City	3	Armistead Gardens PK-8 # 243	Construction Funding	Renovation-Addition	-	L30F186	03.01.2023	\$ 50,934,000	-	-	A	\$ 10,000,000	\$ -	\$ 50,894,000	\$ 30,000,000	\$ -	100%	\$ -	\$ 7,500,000	\$ -	\$ 1,205,361	\$ 1,294,639	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000	
Baltimore City	4	Northeast Middle # 049	Construction Funding	Limited Renovation	-	L30F137	10.01.2022	\$ 28,541,667	-	-	B	\$ 13,712,138	\$ -	\$ 27,400,000	\$ 13,687,862	\$ -	96%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	5	Lakeland PK-8 # 012	Local Planning/Construction Funding	Relocatable	Modular Replacement	L30F179	N/A (Design Build)	\$ 9,000,000	-	B	B	\$ 9,000,000	\$ 11,349,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	6	Benjamin Franklin Building # 239	Local Planning/Construction Funding	Relocatable	Modular Replacement	L30F099	N/A (Design Build)	\$ 9,000,000	-	B	B	\$ 9,000,000	\$ 11,349,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	7	Edmondson High School Building # 400A	Project Development & Design Funding/Construction Funding	Systemic Renovation	Multi-Systemic	L30F246	01.01.2027	\$ 60,000,000	B	-	B	\$ 6,000,000	\$ 59,400,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	8	Morrell Park # 220	Project Development & Design Funding/Construction Funding	Systemic Renovation	Roof	L30F149	03.16.2023	\$ 2,004,000	B	-	B	\$ 2,004,000	\$ 2,004,000	\$ -	\$ -	\$ 2,323,200	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	9	Paul Laurence Dunbar Middle Building #133	Project Development & Design Funding/Construction Funding	Systemic Renovation	Fire Alarm/Fire Sprinkler	L30F147	02.01.2026	\$ 2,289,100	B	-	B	\$ 2,289,100	\$ 2,289,100	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	10	Moravia Park Building #105B (formerly Frankford #216)	Project Development & Design Funding/Construction Funding	Systemic Renovation	Fire Alarm/Fire Sprinkler	L30F232	02.01.2026	\$ 1,082,400	B	-	B	\$ 1,082,400	\$ 1,082,400	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	11	Booker T. Washington Building # 130	Construction Funding	Systemic Renovation	HVAC	L30F168	02.01.2026	\$ 21,997,000	-	-	B	\$ 21,775,000	\$ 21,997,000	\$ -	\$ -	\$ 222,119	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	12	Booker T. Washington Building # 130	Project Development & Design Funding/Construction Funding	Systemic Renovation	Fire Alarm/Fire Sprinkler	L30F168	02.01.2026	\$ 3,965,500	B	-	B	\$ 3,965,500	\$ 3,965,500	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	13	Furman L. Templeton Elementary # 125	Project Development & Design Funding/Construction Funding	Systemic Renovation	Fire Alarm/Fire Sprinkler	L30F061	02.01.2026																					



FY 2026 Capital Improvement Program 100% Staff Recommendations

LEA	Priority	School	Request Type	Project Type	Project Subtype	PSC Number	Estimated Bid Opening Date	Total Estimated Project Cost	Project Dev. & Design Status	Local Planning (LP) Project Status	Construction Funding Project Status	Current Funding Request	Estimated Maximum State Award	Final Maximum State Award	Total Prior State CIP Funds	Prior Funds from Other State Sources	Cost Share State TOTAL	IAC Approval - 75% Project Development & Design Funding 12/19/2024	IAC Approval - 75% Construction Funding 12/19/2024	IAC Approval - 90% Project Development & Design Funding 2/13/2025	IAC Approval - 90% Construction Funding 2/13/2025	IAC Staff Projected Recommendation - 100% Construction Funding 5/8/2025	IAC Staff Projected Recommendation - 100% LEA Reserve Funding 5/8/2025	IAC Staff Projected Recommendation -100% State Reserve Funding 5/8/2025	Total State Reserve Funding 5/8/2025	IAC Staff Projected Recommendation - Prior Year EGRC Funding 5/8/2025	IAC Staff Projected Recommendation - FY 2026 EGRC Funding 5/8/2025	Total FY 2026 Awards 5/9/2025
Baltimore City	33	Dr. Nathan Pitts/Ashburton PK-8 # 058	Project Development & Design Funding/Construction Funding	Systemic Renovation	Fire Alarm/Fire Sprinkler	L30F218	02.01.2026	\$ 1,542,200	B	-	B	\$ 1,542,200	\$ 1,542,200	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	34	Collington Square PK-8 # 097	Project Development & Design Funding/Construction Funding	Systemic Renovation	Elevator	L30F053	02.01.2026	\$ 1,815,000	B	-	B	\$ 1,815,000	\$ 1,815,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	35	Johnston Square Elementary # 016	Project Development & Design Funding/Construction Funding	Systemic Renovation	Elevator	L30F234	02.01.2026	\$ 1,815,000	B	-	B	\$ 1,815,000	\$ 1,815,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	36	Beechfield PK-8 # 246	Project Development & Design Funding/Construction Funding	Systemic Renovation	Roof	L30F195	02.01.2026	\$ 3,235,100	B	-	B	\$ 3,235,100	\$ 3,235,100	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	37	Harbor City Building - West #413	Project Development & Design Funding/Construction Funding	Systemic Renovation	Roof	L30F213	02.01.2026	\$ 2,517,900	B	-	B	\$ 2,517,900	\$ 2,517,900	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	38	Abbottston Building # 050	Project Development & Design Funding/Construction Funding	Systemic Renovation	Doors/Windows	L30F224	02.01.2026	\$ 1,702,000	B	-	B	\$ 1,702,000	\$ 1,702,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	39	Baltimore Leadership School for Young Women	Project Development & Design Funding/Construction Funding	Systemic Renovation	Doors/Windows	L30F284	02.01.2026	\$ 1,273,000	C	-	C	\$ 1,273,000	\$ 1,260,600	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	40	Dr. Bernard E. Harris Sr. Elementary # 250	Project Development & Design Funding/Construction Funding	Systemic Renovation	Elevator	L30F204	02.01.2026	\$ 1,815,000	B	-	B	\$ 1,815,000	\$ 1,815,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	41	Hilton Elementary # 021	Project Development & Design Funding/Construction Funding	Systemic Renovation	Elevator	L30F254	02.01.2026	\$ 1,815,000	B	-	B	\$ 1,815,000	\$ 1,815,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore City	42	Curtis Bay PK-8 # 207	Project Development & Design Funding/Construction Funding	Systemic Renovation	Elevator	L30F248	02.01.2026	\$ 1,815,000	B	-	B	\$ 1,815,000	\$ 1,815,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	1	Dulaney High	Construction Funding	Replacement	-	L03F133	04.01.2025	\$ 280,115,316	A	-	A	\$ 59,925,000	\$ 95,057,000	\$ -	\$ 7,843,000	\$ -	57%	\$ -	\$ 22,280,594	\$ 8,324,000	\$ 615,506	\$ 1,316,301	\$ 628,641	\$ -	\$ -	\$ -	\$ 6,873,511	\$ 40,038,553
Baltimore County	2	Patapsco High & Center for Arts	Project Development & Design Funding/Construction Funding	Addition	-	L03F145	TBD	\$ 53,033,589	B	-	-	\$ 2,000,000	\$ 17,072,000	\$ -	\$ 895,000	\$ -	62%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	3	Northwest Area CTE Center	Project Development & Design Funding	New	-	L03F227	TBD	\$ 91,898,657	B	-	-	\$ 3,716,757	\$ 29,389,000	\$ -	\$ 644,243	\$ -	57%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	4	Sparrows Point Middle/High	Project Development & Design Funding	Replacement	-	L03F051	TBD	\$ 250,594,580	B	-	-	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	57%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	5	Overlea High	Project Development & Design Funding	Replacement	-	L03F165	TBD	\$ 237,555,883	B	-	-	\$ 2,000,000	\$ -	\$ -	\$ 250,000	\$ -	67%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	6	Eastern Technical High	Project Development & Design Funding/Construction Funding	Systemic Renovation	Electrical	L03F075	05.01.2026	\$ 6,650,000	B	-	B	\$ 3,448,500	\$ 3,448,500	\$ -	\$ -	\$ -	57%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	7	Perry Hall High	Project Development & Design Funding/Construction Funding	Systemic Renovation	Chiller/Cooling Tower/Electrical	L03F011	05.01.2026	\$ 1,250,000	B	-	B	\$ 627,000	\$ 682,000	\$ -	\$ -	\$ -	62%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	8	Owings Mills High	Project Development & Design Funding/Construction Funding	Systemic Renovation	Chiller	L03F073	05.01.2026	\$ 830,000	B	-	B	\$ 407,550	\$ 443,300	\$ -	\$ -	\$ -	62%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	9	Western School of Technology/Science	Project Development & Design Funding/Construction Funding	Systemic Renovation	Public Address Intercom System	L03F008	03.01.2026	\$ 1,729,460	B	-	B	\$ 878,000	\$ 877,518	\$ -	\$ -	\$ -	57%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	10	Sudbrook Magnet Middle	Project Development & Design Funding/Construction Funding	Systemic Renovation	Boiler	L03F126	02.01.2026	\$ 1,446,440	B	-	B	\$ 729,000	\$ 793,643	\$ -	\$ -	\$ -	62%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	11	McCormick Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	Roof	L03F191	02.01.2026	\$ 4,660,000	B	-	B	\$ 2,413,950	\$ 2,837,450	\$ -	\$ -	\$ -	67%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	12	Sparks Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	Boiler	L03F117	02.01.2026	\$ 890,660	B	-	B	\$ 439,000	\$ 439,245	\$ -	\$ -	\$ -	57%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	13	Dundalk Middle	Project Development & Design Funding/Construction Funding	Systemic Renovation	Roof	L03F041	02.01.2026	\$ 12,050,000	B	-	B	\$ 6,270,000	\$ 7,370,000	\$ -	\$ -	\$ -	67%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	14	Franklin Middle	Project Development & Design Funding/Construction Funding	Systemic Renovation	Boiler	L03F127	02.01.2026	\$ 1,446,440	B	-	B	\$ 729,000	\$ 793,643	\$ -	\$ -	\$ -	62%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	15	Seventh District Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	HVAC/Electrical/Open Space Enclosure	L03F086	07.01.2026	\$ 13,780,520	B	-	C	\$ 7,174,000	\$ 7,803,512	\$ -	\$ -	\$ -	62%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	16	Kingsville Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	Public Address Intercom System	L03F080	02.01.2026	\$ 1,141,640	B	-	B	\$ 571,000	\$ 620,415	\$ -	\$ -	\$ -	62%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Baltimore County	17	Winfield Elementary	Project Development & Design Funding/Construction Funding	Systemic Renovation	HVAC/Roof/Mechanical	L03F027	04.01.2026	\$ 14,732,120	B	-	B	\$ 7,671,000	\$ 8,344,338	\$ -	\$ -	\$ -	62%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Calvert	1	Northern Middle	Construction Funding	Replacement	-	L04F006	11.05.2024	\$ 62,124,600	-	-	A	\$ 8,033,801	\$ -	\$ 35,191,000	\$ 10,638,200	\$ 13,566,212	61%	\$ -	\$ 3,281,169	\$ -	\$ 551,354	\$ 2,701,278	\$ -	\$ 1,500,000	\$ -	\$ -	\$ 8,033,801	
Calvert	2	Sunderland Elementary	Construction Funding	Systemic Renovation	HVAC	L04F014	03.15.2025	\$ 2,623,936	-	-	B	\$ 784,000	\$ 862,400	\$ -	\$ 78,400	\$ -	56%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Calvert	3	Plum Point Middle	Project Development & Design Funding/Construction Funding	Systemic Renovation	Exterior Openings	L04F017	01.15.2026	\$ 987,500	B	-	B	\$ 539,000	\$ 539,000	\$ -	\$ -	\$ -	56%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Caroline	1	Denton Elementary	Construction Funding	Systemic Renovation	Chiller	L05F003	06.15.2025	\$ 500,000	-	-	A	\$ 470,000	\$ 500,000	\$ -	\$ -	\$ -	100%	\$ -	\$ 165,000	\$ -	\$ -	\$ 30,000	\$ -	\$ 305,000	\$ -	\$ -	\$ 500,000	
Caroline	2	Lockerman Middle	Project Development & Design Funding	Replacement	-	L05F005	TBD	\$ 65,923,000	A	-	-	\$ 2,585,000	\$ 55,109,000	\$ -	\$ -	\$ -	100%	\$ 2,585,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,585,000	
Carroll	1	Sandymount Elementary	Local Planning/Construction Funding	Pre K/K Addition	-	L06F005	02.28.2025	\$ 6,013,825	-	A																		



FY 2026 Capital Improvement Program 100% Staff Recommendations

LEA	Priority	School	Request Type	Project Type	Project Subtype	PSC Number	Estimated Bid Opening Date	Total Estimated Project Cost	Project Dev. & Design Status	Local Planning (LP) Project Status	Construction Funding Project Status	Current Funding Request	Estimated Maximum State Award	Final Maximum State Award	Total Prior State CIP Funds	Prior Funds from Other State Sources	Cost Share State TOTAL	IAC Approval - 75% Project Development & Design Funding 12/19/2024	IAC Approval - 75% Construction Funding 12/19/2024	IAC Approval - 90% Project Development & Design Funding 2/13/2025	IAC Approval - 90% Construction Funding 2/13/2025	IAC Staff Projected Recommendation - 100% Construction Funding 5/8/2025	IAC Staff Projected Recommendation - 100% LEA Reserve Funding 5/8/2025	IAC Staff Projected Recommendation -100% State Reserve Funding 5/8/2025	Total State Reserve Funding 5/8/2025	IAC Staff Projected Recommendation - Prior Year EGRC Funding 5/8/2025	IAC Staff Projected Recommendation - FY 2026 EGRC Funding 5/8/2025	Total FY 2026 Awards 5/9/2025
Charles	8	La Plata High	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC Roof Structural	L08F013	02.01.2025	\$ 1,540,000	A	-	A	\$ 844,800	\$ 910,800	\$ -	\$ -	\$ -	69%	\$ -	\$ -	\$ -	\$ -	\$ 376,164	\$ -	\$ -	\$ -	\$ -	\$ 534,636	\$ 910,800
Dorchester	1	Cambridge-South Dorchester High	Project Development & Design Funding	Systemic Renovation	Chilled Water Piping/Insulation	L09F009	03.15.2025	\$ 5,355,000	A	-	-	\$ 510,000	\$ 5,100,000	\$ -	\$ -	\$ -	100%	\$ 510,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 510,000
Dorchester	2	Mace's Lane Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof HVAC	L09F015	02.19.2025	\$ 21,375,000	A	-	A	\$ 4,900,000	\$ 19,000,000	\$ -	\$ -	\$ -	100%	\$ 1,900,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 4,900,000
Frederick	1	New Elementary School #41	Local Planning Project Development & Design Funding	New	-	L10F084	01.01.2026	\$ 69,939,259	A	B	-	\$ 3,780,620	\$ 37,906,000	\$ -	\$ -	\$ -	67%	\$ 3,319,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 461,620	\$ 3,780,620	
Frederick	2	Middletown Elementary/Middle	Construction Funding	Replacement	-	L10F085	05.30.2025	\$ 125,065,445	-	-	A	\$ 19,260,000	\$ -	\$ 67,013,000	\$ 7,163,540	\$ -	72%	\$ -	\$ 12,074,465	\$ -	\$ 1,133,169	\$ -	\$ -	\$ -	\$ -	\$ 6,052,366	\$ 19,260,000	
Frederick	3	Brunswick High	Local Planning Project Development & Design Funding	Replacement	-	L10F036	02.01.2026	\$ 155,658,745	A	B	-	\$ 7,621,663	\$ 67,365,000	\$ -	\$ -	\$ -	72%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,713,847	\$ 2,713,847	
Frederick	4	Liberty Elementary	Local Planning Project Development & Design Funding	Replacement	-	L10F035	11.01.2026	\$ 66,387,546	B	B	-	\$ 3,377,055	\$ 24,331,000	\$ -	\$ -	\$ -	72%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Frederick	5	Middletown High	Construction Funding	Systemic Renovation	Roof	L10F005	12.01.2025	\$ 1,020,000	-	-	B	\$ 683,000	\$ 734,400	\$ -	\$ -	\$ -	72%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Frederick	6	Tuscarora High	Construction Funding	Systemic Renovation	Roof	L10F068	09.01.2025	\$ 276,000	-	-	B	\$ 184,920	\$ 198,720	\$ -	\$ -	\$ -	72%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Frederick	7	Walkersville Middle	Construction Funding	Systemic Renovation	Roof	L10F045	12.01.2025	\$ 2,880,000	-	-	B	\$ 1,929,600	\$ 2,073,600	\$ -	\$ -	\$ -	72%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Garrett	1	Southern Middle	Construction Funding	Renovation-Addition	-	L11F008	05.01.2024	\$ 47,955,740	-	-	A	\$ 14,993,638	\$ -	\$ 45,358,000	\$ 27,201,500	\$ 3,162,862	89%	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 4,391,851	\$ -	\$ 1,608,149	\$ -	\$ -	\$ 8,000,000	
Garrett	2	Northern High	Project Development & Design Funding	Limited Renovation	-	L11F014	01.01.2026	\$ 3,937,500	B	-	-	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	89%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Garrett	3	Northern Middle	Project Development & Design Funding	Limited Renovation	-	L11F009	01.01.2026	\$ 1,350,000	B	-	-	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	89%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Harford	1	Aberdeen Middle	Construction Funding	Systemic Renovation	HVAC Doors Windows	L12F006	03.01.2024	\$ 34,174,275	-	-	A	\$ 6,633,974	\$ -	\$ 19,896,800	\$ 13,262,826	\$ -	68%	\$ -	\$ 3,000,000	\$ -	\$ 2,642,172	\$ 991,802	\$ -	\$ -	\$ -	\$ -	\$ 6,633,974	
Harford	2	Harford Tech High	Construction Funding	Limited Renovation/Addition	-	L12F008	05.01.2023	\$ 75,271,087	-	-	A	\$ 10,000,000	\$ -	\$ 41,052,000	\$ 31,051,518	\$ -	63%	\$ -	\$ 4,000,000	\$ -	\$ 570,000	\$ 2,219,977	\$ -	\$ -	\$ -	\$ -	\$ 3,210,023	\$ 10,000,000
Harford	3	North Harford High	Construction Funding	Systemic Renovation	Energy Recovery Units	L12F016	03.15.2026	\$ 3,687,000	-	-	B	\$ 1,879,000	\$ 2,044,500	\$ -	\$ 165,000	\$ -	58%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Harford	4	Harford Academy and Elementary School	Local Planning	Replacement	-	L12F064	12.19.2025	\$ 163,656,645	-	B	-	\$ -	\$ 58,647,000	\$ -	\$ -	\$ -	63%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Harford	5	C. Milton Wright High	Local Planning	Limited Renovation	-	L12F020	05.01.2026	\$ 86,101,400	-	B	-	\$ -	\$ 43,200,000	\$ -	\$ -	\$ -	58%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Howard	1	Guilford Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L13F033	11.17.2025	\$ 2,200,000	A	-	A	\$ 1,122,000	\$ 1,342,000	\$ -	\$ -	\$ -	61%	\$ 71,400	\$ 803,801	\$ -	\$ 175,476	\$ 291,323	\$ -	\$ -	\$ -	\$ -	\$ 1,342,000	
Howard	2	Clarksville Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L13F037	11.15.2025	\$ 2,760,000	A	-	A	\$ 1,407,600	\$ 1,407,600	\$ -	\$ -	\$ -	51%	\$ 86,700	\$ 969,002	\$ -	\$ 211,140	\$ 140,758	\$ -	\$ -	\$ -	\$ -	\$ 1,407,600	
Howard	3	Worthington Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L13F010	11.01.2025	\$ 2,590,000	A	-	A	\$ 1,320,900	\$ 1,320,900	\$ -	\$ -	\$ -	51%	\$ 71,400	\$ 919,275	\$ -	\$ 198,135	\$ 132,090	\$ -	\$ -	\$ -	\$ -	\$ 1,320,900	
Howard	4	Murray Hill Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	Boiler Chiller	L13F059	11.01.2026	\$ 1,166,000	A	-	A	\$ 594,660	\$ 652,960	\$ -	\$ -	\$ -	56%	\$ 59,360	\$ 430,360	\$ -	\$ 97,944	\$ 65,296	\$ -	\$ -	\$ -	\$ -	\$ 652,960	
Howard	5	Harpers Choice Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	Chiller/Cooling Tower	L13F003	11.01.2026	\$ 816,200	A	-	A	\$ 416,262	\$ 457,072	\$ -	\$ -	\$ -	56%	\$ 41,552	\$ 301,252	\$ -	\$ 68,561	\$ 45,707	\$ -	\$ -	\$ -	\$ -	\$ 457,072	
Howard	6	Reservoir High	Project Development & Design Funding Construction Funding	Systemic Renovation	Chiller/Cooling Tower	L13F077	11.01.2026	\$ 816,200	A	-	A	\$ 416,262	\$ 457,072	\$ -	\$ -	\$ -	56%	\$ 41,552	\$ 301,252	\$ -	\$ 68,561	\$ 45,707	\$ -	\$ -	\$ -	\$ -	\$ 457,072	
Howard	7	Murray Hill Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	Security Vestibule	L13F059	01.01.2026	\$ 1,182,000	A	-	A	\$ 552,840	\$ 483,280	\$ -	\$ -	\$ -	56%	\$ 50,554	\$ 314,132	\$ -	\$ 72,492	\$ 46,102	\$ -	\$ -	\$ -	\$ -	\$ 483,280	
Howard	8	Oakland Mills High	Project Development & Design Funding Construction Funding	Systemic Renovation	Security Vestibule	L13F002	01.01.2026	\$ 106,000	A	-	A	\$ 48,960	\$ 43,197	\$ -	\$ -	\$ -	51%	\$ 3,927	\$ 28,471	\$ -	\$ 6,480	\$ 4,319	\$ -	\$ -	\$ -	\$ -	\$ 43,197	
Howard	9	Centennial High	Project Development & Design Funding Construction Funding	Systemic Renovation	Security Vestibule	L13F036	01.01.2026	\$ 500,000	A	-	A	\$ 231,540	\$ 203,643	\$ -	\$ -	\$ -	51%	\$ 19,533	\$ 134,125	\$ -	\$ 30,546	\$ 19,439	\$ -	\$ -	\$ -	\$ -	\$ 203,643	
Howard	10	Howard High	Project Development & Design Funding Construction Funding	Systemic Renovation	Windows	L13F012	11.25.2025	\$ 2,200,000	A	-	A	\$ 1,122,000	\$ 1,122,000	\$ -	\$ -	\$ -	51%	\$ 102,000	\$ 739,500	\$ -	\$ 168,300	\$ 112,200	\$ -	\$ -	\$ -	\$ -	\$ 1,122,000	
Howard	11	River Hill High	Project Development & Design Funding Construction Funding	Systemic Renovation	Security Vestibule	L13F053	01.01.2026	\$ 137,000	A	-	A	\$ 65,790	\$ 46,200	\$ -	\$ -	\$ -	56%	\$ 4,200	\$ 30,450	\$ -	\$ 6,930	\$ 4,620	\$ -	\$ -	\$ -	\$ -	\$ 46,200	
Howard	12	Glenelg High	Project Development & Design Funding Construction Funding	Systemic Renovation	Security Vestibule	L13F061	01.01.2026	\$ 174,000	A	-	A	\$ 83,640	\$ 67,320	\$ -	\$ -	\$ -	51%	\$ 6,120	\$ 48,156	\$ -	\$ 10,404	\$ 2,640	\$ -	\$ -	\$ -	\$ -	\$ 67,320	
Howard	13	Mt. Hebron High	Project Development & Design Funding Construction Funding	Systemic Renovation	Security Vestibule	L13F019	01.01.2026	\$ 1,903,000	A	-	A	\$ 912,930	\$ 807,840	\$ -	\$ -	\$ -	51%	\$ 73,440	\$ 532,440	\$ -	\$ 121,191	\$ 80,769	\$ -	\$ -	\$ -	\$ -	\$ 807,840	
Howard	14	Mount View Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	Security Vestibule	L13F049	01.01.2026	\$ 1,580,000	A	A	A	\$ 757,860	\$ 732,105	\$ -	\$ -	\$ -	51%	\$ 66,555	\$ 482,524	\$ -	\$ 109,816	\$ 73,210	\$ -	\$ -	\$ -	\$ -	\$ 732,105	
Howard	15	Mayfield Woods Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	Boiler	L13F045	09.01.2026	\$ 880,000	A	-	A	\$ 448,800	\$ 448,800	\$ -	\$ -	\$ -	51%	\$ 40,800	\$ 295,800	\$ -	\$ 67,320	\$ 44,880	\$ -	\$ -	\$ -	\$ -	\$ 448,800	
Howard	16	Bonnie Branch Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC	L13F071	03.01.2027	\$ 688,000	A	-	A	\$ 325,380	\$ 325,380	\$ -	\$ -	\$ -	51%	\$ 25,500	\$ 218,534	\$ -	\$ 48,807	\$ 32,539	\$ -	\$ -	\$ -	\$ -	\$ 325,380	
Howard	17	Ellicott Mills Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC	L13F026	03.01.2027	\$ 688,000	A	-	A	\$ 325,380	\$ 325,380	\$ -	\$ -	\$ -	51%	\$ 25,500	\$ 218,534	\$ -	\$ 48,807	\$ 32,539	\$ -	\$ -	\$ -	\$ -	\$ 325,380	
Howard	18	Mayfield Woods Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC	L13F045	03.01.2027	\$ 688,000	A	-	A	\$ 325,380	\$ 325,380	\$ -	\$ -	\$ -	51%	\$ 25,500	\$ 218,534	\$ -	\$ 48,807	\$ 32,539	\$ -	\$ -	\$ -	\$ -	\$ 325,380	
Howard	19	Fulton Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC	L13F063	03.01.2027	\$ 495,000	A	-	A	\$ 231,413	\$ 254,100	\$ -	\$ -	\$ -	56%	\$ 23,100	\$ 167,475	\$ -	\$ 38,115	\$ 25,410	\$ -	\$ -	\$ -	\$ -	\$ 254,100	
Howard	20	Manor Woods Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Sewer Connection	L13F052	06.01.2026	\$ 8,454,000	A	-	A	\$ 4,097,000	\$ 3,699,234	\$ -	\$ -	\$ -	51%	\$ 369,686	\$ -	\$ -	\$ -	\$ 3,329,548	\$ -	\$ -	\$ -	\$ -	\$ 3,699,234	
Howard	21	West Friendship Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Septic & Well	L13F032	06.01.2026	\$ 9,689,000	A	-	A	\$ 4,709,000	\$ 4,406,864	\$ -	\$ -	\$ -	56%	\$ 440,686	\$ -	\$ -	\$ -	\$ 1,632,189	\$ -	\$ -	\$ -	\$ 2,333,989	\$ 4,406,864	
Howard	22	Forest Ridge Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L13F047	02.01.2026	\$ 3,934,000	A	-	A	\$ 1,915,050	\$ 2,102,800	\$ -	\$ -	\$ -	56%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,102,800	\$ 2,102,800	
Howard	23	Howard High	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L13F012	02.01.2026	\$ 1,821,700	A	-	A	\$ 886,890	\$ 886,890	\$ -	\$ -	\$ -	51%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 886,890	\$ 886,890	
Howard	24	Atholton Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Elevator	L13F030	02.01.2026	\$ 418,750	A	-	A	\$ 204,000	\$ 224,000	\$ -	\$ -	\$ -	56%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 224,000	\$ 224,000	
Howard	25	Oakland Mills High	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC	L13F002	02.01.2027	\$ 1,507,100	A	-	A	\$ 718,641	\$ 789,096	\$ -	\$ -	\$ -	56%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 789,096	\$ 789,096	
Howard	26	Reservoir High	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC	L13F077	02.01.2027	\$ 1,507,100	A	-	A	\$ 718,641	\$ 789,096	\$ -	\$ -	\$ -	56%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 439,188	\$ -	\$ -	\$ 349,908	\$ 789,096	
Kent	1	Kent County Middle	Design Funding Construction Funding	Replacement	-	L14F003	10.01.2025	\$ 68,542,000	A	-	A	\$ 14,000,000	\$ -	\$ 26,140,000	\$ 252,341	\$ 1,569,659	60%	\$ -	\$ 1,275,000	\$ -	\$ 2,691,171	\$ 2,283,829	\$ -	\$ 1,250,000	\$ -	\$ -	\$ 7,500,000	
Maryland School for the Blind	1	Maryland School for the Blind	Construction Funding	Replacement	-	L25F001	02.01.2025	\$ 71,976,900	-	-	A	\$ 22,154,000	\$ 67,643,000	\$ -	\$ 4,395,000	\$ -	100%	\$ -	\$ 2,750,000	\$ -	\$ 2,000,000	\$ -	\$ -	\$ 5,250,000	\$ -	\$ -	\$ 10,000,000	
Montgomery	1	Westland Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC HVAC Controls HVAC Units	L15F215	12.01.2025	\$ 13,500,000	A	-	A	\$ 11,752,885	\$ 11,752,885	\$ -	\$ -	\$ -	50%	\$ 613,500	\$ 892,726	\$ -	\$ 149,255	\$ 91,635	\$ -	\$ -	\$ -	\$ 10,005,769	\$ 11,752,885	
Montgomery	2	Springbrook High	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC	L15F186	12.01.2025																					



FY 2026 Capital Improvement Program 100% Staff Recommendations

LEA	Priority	School	Request Type	Project Type	Project Subtype	PSC Number	Estimated Bid Opening Date	Total Estimated Project Cost	Project Dev. & Design Status	Local Planning (LP) Project Status	Construction Funding Project Status	Current Funding Request	Estimated Maximum State Award	Final Maximum State Award	Total Prior State CIP Funds	Prior Funds from Other State Sources	Cost Share State TOTAL	IAC Approval - 75% Project Development & Design Funding 12/19/2024	IAC Approval - 75% Construction Funding 12/19/2024	IAC Approval - 90% Project Development & Design Funding 2/13/2025	IAC Approval - 90% Construction Funding 2/13/2025	IAC Staff Projected Recommendation - 100% Construction Funding 5/8/2025	IAC Staff Projected Recommendation - 100% LEA Reserve Funding 5/8/2025	IAC Staff Projected Recommendation -100% State Reserve Funding 5/8/2025	Total State Reserve Funding 5/8/2025	IAC Staff Projected Recommendation - Prior Year EGRC Funding 5/8/2025	IAC Staff Projected Recommendation - FY 2026 EGRC Funding 5/8/2025	Total FY 2026 Awards 5/9/2025
Montgomery	4	Resnik (Judith A.) Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC	L15F165	12.01.2025	\$ 7,000,000	A	-	A	\$ 3,500,000	\$ 3,500,000	\$ -	\$ -	\$ -	50%	\$ 318,150	\$ 2,178,350	\$ -	\$ 968,500	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000
Montgomery	5	Loiederman (A. Mario) Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC	L15F268	12.01.2025	\$ 4,500,000	A	-	A	\$ 2,250,000	\$ 2,475,000	\$ -	\$ -	\$ -	55%	\$ 247,500	\$ 2,002,475	\$ -	\$ 200,275	\$ 24,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,475,000
Montgomery	6	Duffel Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L15F105	09.15.2026	\$ 3,614,000	A	-	A	\$ 1,807,000	\$ 1,987,700	\$ -	\$ -	\$ -	55%	\$ 164,250	\$ 1,022,220	\$ -	\$ 599,585	\$ 201,645	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,987,700
Montgomery	7	Blake (James Hubert) High	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L15F226	09.15.2026	\$ 3,366,000	A	-	A	\$ 1,683,000	\$ 1,683,000	\$ -	\$ -	\$ -	50%	\$ 153,000	\$ 847,000	\$ -	\$ 500,000	\$ 183,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,683,000
Montgomery	8	Harmony Hills Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L15F050	09.15.2026	\$ 2,984,000	A	-	A	\$ 1,492,000	\$ 1,790,400	\$ -	\$ -	\$ -	60%	\$ 135,600	\$ 1,234,306	\$ -	\$ 15,544	\$ 404,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,790,400
Montgomery	9	Crown High	Construction Funding	New	-	L15F284	TBD	\$ 196,561,000	-	-	A	\$ 28,592,000	\$ -	\$ 98,281,000	\$ 27,680,971	\$ 42,008,500	50%	\$ -	\$ 13,967,734	\$ -	\$ 1,747,115	\$ 1,105,094	\$ -	\$ -	\$ -	\$ 561,000	\$ -	\$ 17,380,943
Prince George's	1	Suitland High	Construction Funding	Replacement	-	L16F087	05.01.2022	\$ 390,951,000	-	-	A	\$ 2,836,812	\$ -	\$ 101,970,000	\$ 99,133,188	\$ -	73%	\$ -	\$ 2,836,812	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,836,812
Prince George's	2	Cool Spring Elementary	Construction Funding	Replacement	-	L16F134	10.01.2025	\$ 81,162,000	-	-	A	\$ 20,000,000	\$ -	\$ 54,821,000	\$ 17,214,774	\$ -	86%	\$ -	\$ 10,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,952,755	\$ 14,952,755
Prince George's	3	Cool Spring Elementary Annex/Therapy Pool	Local Planning	New	Other	L16F273	06.01.2027	\$ 27,979,000	-	B	-	\$ -	\$ 2,491,000	\$ -	\$ -	\$ -	78%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prince George's	4	Northern Adelphi Area High	Local Planning Project Development & Design Funding Construction Funding	New	-	L16F268	12.01.2026	\$ 250,786,000	A	C	C	\$ 22,000,000	\$ 139,261,000	\$ -	\$ -	\$ -	68%	\$ 6,995,685	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,172,315	\$ 10,168,000
Prince George's	5	Riverdale Hills Early Childhood Center	Project Development & Design Funding	Renovation-Addition	-	L16F269	03.31.2026	\$ 25,378,000	A	-	-	\$ 300,000	\$ 250,000	\$ -	\$ -	\$ -	68%	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Prince George's	6	Crossland High	Project Development & Design Funding	Addition	-	L16F033	03.01.2026	\$ 25,069,000	A	-	-	\$ 300,000	\$ 250,000	\$ -	\$ -	\$ 15,000,000	78%	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Prince George's	7	Stoddert (Benjamin) Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L16F152	02.28.2026	\$ 2,743,000	A	-	A	\$ 1,811,000	\$ 1,943,990	\$ -	\$ -	\$ -	73%	\$ 194,399	\$ 1,457,993	\$ -	\$ 291,599	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,943,991
Prince George's	8	King, Jr. (Martin Luther) Middle	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L16F213	03.01.2026	\$ 4,838,000	A	-	A	\$ 3,194,000	\$ 3,428,810	\$ -	\$ -	\$ -	73%	\$ 342,881	\$ 2,571,608	\$ -	\$ 514,322	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,428,811
Prince George's	9	Apple Grove Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Doors Windows	L16F057	11.01.2026	\$ 2,357,000	A	-	A	\$ 1,276,000	\$ 1,370,210	\$ -	\$ -	\$ -	73%	\$ 137,021	\$ 1,027,658	\$ -	\$ 205,532	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,370,211
Prince George's	10	Scotchtown Hills Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L16F127	11.01.2026	\$ 2,699,000	A	-	A	\$ 1,782,000	\$ 1,912,600	\$ -	\$ -	\$ -	73%	\$ 191,260	\$ 1,434,450	\$ -	\$ 286,890	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,912,600
Prince George's	11	Melwood Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L16F168	11.01.2026	\$ 3,550,000	A	-	A	\$ 2,344,000	\$ 2,343,960	\$ -	\$ -	\$ -	68%	\$ 234,396	\$ 1,757,970	\$ -	\$ 351,594	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,343,960
Prince George's	12	Chillum Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Doors Windows	L16F090	11.01.2026	\$ 2,596,000	A	-	A	\$ 1,406,000	\$ 1,715,610	\$ -	\$ -	\$ -	83%	\$ 171,561	\$ 1,286,708	\$ -	\$ 257,342	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,715,611
Prince George's	13	Pullen (Thomas G.) Creative and Performing Arts Academy	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L16F122	11.01.2026	\$ 4,708,000	A	-	A	\$ 3,108,000	\$ 3,108,280	\$ -	\$ -	\$ -	68%	\$ 310,828	\$ 2,469,197	\$ -	\$ 328,255	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,108,280
Prince George's	14	Beacon Heights Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L16F189	11.01.2026	\$ 2,143,000	A	-	A	\$ 1,415,000	\$ 1,727,230	\$ -	\$ -	\$ -	83%	\$ 172,723	\$ 1,295,423	\$ -	\$ 259,085	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,727,231
Prince George's	15	Cooper Lane Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Doors Windows	L16F131	11.01.2026	\$ 1,774,000	A	-	A	\$ 961,000	\$ 1,031,490	\$ -	\$ -	\$ -	73%	\$ 103,149	\$ 343,097	\$ -	\$ 37,312	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 483,558
Prince George's	16	Reed (Catherine T.) Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L16F144	11.01.2026	\$ 3,297,000	B	-	B	\$ 2,177,000	\$ 2,496,780	\$ -	\$ -	\$ -	78%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prince George's	17	Kettering Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L16F188	10.01.2026	\$ 3,353,000	B	-	B	\$ 2,213,000	\$ 2,538,900	\$ -	\$ -	\$ -	78%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prince George's	18	Capitol Heights Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Doors Windows	L16F056	11.01.2026	\$ 2,121,000	B	-	B	\$ 1,149,000	\$ 1,232,970	\$ -	\$ -	\$ -	73%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prince George's	19	McHenry (James) Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Roof	L16F154	10.01.2026	\$ 3,270,000	B	-	B	\$ 2,159,000	\$ 2,635,250	\$ -	\$ -	\$ -	83%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prince George's	20	Largo High	Project Development & Design Funding Construction Funding	Systemic Renovation	Doors Windows	L16F011	10.01.2026	\$ 2,839,000	B	-	B	\$ 1,537,000	\$ 1,537,000	\$ -	\$ -	\$ -	68%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prince George's	21	Imagine Foundations at Morningside Public Charter	Project Development & Design Funding Construction Funding	Systemic Renovation	Doors Windows	L16F149	01.01.2026	\$ 1,968,000	B	-	B	\$ 1,066,000	\$ 1,065,560	\$ -	\$ -	\$ -	68%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prince George's	22	Princeton Elementary	Project Development & Design Funding Construction Funding	Systemic Renovation	Doors Windows	L16F176	11.01.2026	\$ 1,561,000	B	-	B	\$ 845,000	\$ 1,031,690	\$ -	\$ -	\$ -	83%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Queen Anne's	1	Kennard Elementary	Construction Funding	Systemic Renovation	HVAC	L17F012	01.15.2026	\$ 3,604,460	-	-	A	\$ 1,750,000	\$ 1,925,000	\$ -	\$ -	\$ -	55%	\$ -	\$ 1,262,000	\$ -	\$ 663,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,925,000	
Queen Anne's	2	Bayside Elementary	Construction Funding	Systemic Renovation	Exterior Openings	L17F021	09.15.2025	\$ 1,800,000	-	-	A	\$ 900,000	\$ 900,000	\$ -	\$ -	\$ -	50%	\$ -	\$ 825,000	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 900,000	
Queen Anne's	3	Kent Island Elementary	Construction Funding	Systemic Renovation	Fire Alarm	L17F007	03.19.2025	\$ 360,750	-	-	A	\$ 175,500	\$ 175,500	\$ -	\$ -	\$ -	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,500	\$ -	\$ -	\$ -	\$ 175,500	
Queen Anne's	4	Matapeake Elementary	Construction Funding	Systemic Renovation	Roof	L17F024	02.15.2025	\$ 3,476,250	-	-	A	\$ 1,687,500	\$ 1,687,500	\$ -	\$ -	\$ -	50%	\$ -	\$ -	\$ -	\$ -	\$ 1,275,000	\$ 412,500	\$ -	\$ -	\$ -	\$ 1,687,500	
Queen Anne's	5	Kennard Elementary	Construction Funding	Systemic Renovation	Roof	L17F012	02.15.2025	\$ 3,360,000	-	-	B	\$ 1,600,000	\$ 1,760,000	\$ -	\$ -	\$ -	55%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Somerset	1	Crisfield Academy & High School	Project Development & Design Funding Construction Funding	Limited Renovation	-	L19F004	04.25.2025	\$ 39,233,953	-	-	A	\$ 17,000,000	\$ 38,380,515	\$ -	\$ 3,933,576	\$ 2,341,408	100%	\$ 595,000	\$ -	\$ -	\$ 2,155,000	\$ -	\$ 63,500	\$ 5,750,000	\$ -	\$ -	\$ 8,563,500	
Somerset	2	Greenwood Elementary School	Project Development & Design Funding	Replacement	-	L19F014	02.01.2027	\$ 66,936,000	B	-	-	\$ 4,688,800	\$ 51,722,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Somerset	3	Somerset Intermediate School	Project Development & Design Funding Construction Funding	Renovation-Addition	-	L19F016	05.01.2026	\$ 38,654,675	C	-	C	\$ 2,500,000	\$ 12,694,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Somerset	4	Washington Academy & High School	Project Development & Design Funding	Limited Renovation	-	L19F002	09.01.2026	\$ 20,925,000	C	-	-	\$ 985,000	\$ 20,475,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Somerset	5	Carter G. Woodson Elementary School	Project Development & Design Funding	Systemic Renovation	Mechanical/Structural/ Fire Alarm/Plumbing	L19F005	01.01.2024	\$ 30,000	B	-	-	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
St. Mary's	1	Chopticon High	Project Development & Design Funding Construction Funding	Systemic Renovation	HVAC Doors Electrical Fire Alarm Lighting Roof Windows Other	L18F019	07.01.2025	\$ 60,746,503	A	-	A	\$ 16,084,900	\$ 33,056,182	\$ -	\$ 1,000,000	\$ -	58%	\$ 1,882,100	\$ 1,810,969	\$ -	\$ 3,825,000	\$ 1,517,645	\$ 464,640	\$ -	\$ -	\$ -	\$ 9,500,354	
Talbot	1	Chapel District Elementary	Construction Funding	Renovation-Addition	-	L20F006	04.10.2024	\$ 39,284,899	-	-	A	\$ 2,273,000	\$ -	\$ 13,357,000	\$ 7,205,000	\$ 3,878,801	55%	\$ -	\$ 2,271,528	\$ -	\$ -	\$ -	\$ -	\$ 1,671	\$ -	\$ -	\$ 2,273,199	
Washington	1	Downsville Pike Elementary	Construction Funding	New	-	L21F059	07.01.2025	\$ 51,141,000	-	-	A	\$ 6,552,000	\$ 41,975,000	\$ -	\$ -	\$ 19,036,473	88%	\$ -	\$ 5,713,369	\$ -	\$ 838,631	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,552,000	
Washington	2	Lincolnshire Elementary	Construction Funding	Systemic Renovation	HVAC	L21F037	01.19.2026	\$ 827,000	-	-	A	\$ 566,000	\$ 638,000	\$ -	\$ -	\$ -	88%	\$ -	\$ 638,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 638,000	
Washington	3	Boonsboro Elementary	Construction Funding	Systemic Renovation	Doors Windows	L21F027	01.19.2026	\$ 969,000	-	-	A	\$ 663,000	\$ 705,500	\$ -	\$ -	\$ -	83%	\$ -	\$ 297,884	\$ -	\$ -	\$ 372,508	\$ 35,108	\$ -	\$ -	\$ -	\$ 705,500	
Washington	4	Smithsburg Elementary	Construction Funding	Systemic Renovation	Chiller	L21F036	01.19.2026	\$ 827,000	-	-	A	\$ 566,000	\$ 565,500	\$ -	\$ -	\$ -	78%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 565,500	\$ -	\$ -	\$ -	\$ 565,500	
Washington	5	Marshall St. Elementary	Construction Funding	Systemic Renovation	Electrical	L21F016	01.19.2026	\$ 627,000	-	-	A	\$ 429,000	\$ 484,000	\$ -	\$ -	\$ -	88%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 484,000	\$ -	\$ -	\$ -	\$ 484,000	
Washington	6	Hancock Elementary	Construction Funding	Systemic Renovation	HVAC	L21F015	01.19.2026	\$ 3,420,000	-	-	A	\$ 2,340,000	\$ 2,490,000	\$ -	\$ -	\$ -	83%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,490,000	\$ -	\$ -	\$ -	\$ 2,490,000	
Wicomico	1	Fruitland Primary	Project Development & Design Funding Construction Funding	Replacement	-	L22F016	04.01.2025	\$ 79,547,000	A	-	A	\$ 27,500,000	\$ 54,768,000	\$ -	\$ 1,000,000	\$ -	100%	\$ 3,500,000	\$ 1,392,581	\$ 1,068,000	\$ 551,556	\$ -	\$ -	\$ 3,38				



FY 2026 Capital Improvement Program 100% Staff Recommendations

LEA	Priority	School	Request Type	Project Type	Project Subtype	PSC Number	Estimated Bid Opening Date	Total Estimated Project Cost	Project Dev. & Design Status	Local Planning (LP) Project Status	Construction Funding Project Status	Current Funding Request	Estimated Maximum State Award	Final Maximum State Award	Total Prior State CIP Funds	Prior Funds from Other State Sources	Cost Share State TOTAL	IAC Approval - 75% Project Development & Design Funding 12/19/2024	IAC Approval - 75% Construction Funding 12/19/2024	IAC Approval - 90% Project Development & Design Funding 2/13/2025	IAC Approval - 90% Construction Funding 2/13/2025	IAC Staff Projected Recommendation - 100% Construction Funding 5/8/2025	IAC Staff Projected Recommendation - 100% LEA Reserve Funding 5/8/2025	IAC Staff Projected Recommendation - 100% State Reserve Funding 5/8/2025	Total State Reserve Funding 5/8/2025	IAC Staff Projected Recommendation - Prior Year EGRC Funding 5/8/2025	IAC Staff Projected Recommendation - FY 2026 EGRC Funding 5/8/2025	Total FY 2026 Awards 5/9/2025
Wicomico	4	Westside Intermediate	Project Development & Design Funding(Construction Funding	Systemic Renovation	HVAC	L22F026	10.13.2025	\$ 13,862,000	B	-	B	\$ 12,393,700	\$ 13,046,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wicomico	5	Salisbury Middle	Project Development & Design Funding(Construction Funding	Systemic Renovation	HVAC	L22F025	11.10.2025	\$ 21,664,000	B	-	B	\$ 17,651,850	\$ 18,543,000	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	1	Pocomoke Elementary	Construction Funding	Systemic Renovation	Roof	L23F002	01.10.2025	\$ 3,259,000	-	-	A	\$ 1,495,000	\$ 1,866,000	\$ -	\$ 60,000	\$ -	60%	\$ -	\$ 883,000	\$ -	\$ -	\$ -	\$ -	\$ 923,000	\$ -	\$ -	\$ -	\$ 1,806,000
Worcester	2	Buckingham Elementary	Construction Funding	Replacement	-	L23F007	12.01.2026	\$ 71,366,505	-	-	A	\$ 1,867,000	\$ 25,756,000	\$ -	\$ -	\$ 5,599,322	60%	\$ -	\$ 1,867,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,867,000	
Worcester	3	Ocean City Elementary	Construction Funding	Systemic Renovation	Fire Alarm Fire Sprinkler	L23F006	07.15.2025	\$ 294,000	-	-	B	\$ 140,000	\$ 140,000	\$ -	\$ -	\$ -	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	4	Snow Hill Middle	Construction Funding	Systemic Renovation	HVAC Units	L23F009	07.15.2025	\$ 190,575	-	-	B	\$ 90,750	\$ 108,900	\$ -	\$ -	\$ -	60%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	5	Pocomoke Middle	Construction Funding	Systemic Renovation	HVAC Units	L23F011	07.15.2025	\$ 190,575	-	-	B	\$ 90,750	\$ 108,900	\$ -	\$ -	\$ -	60%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	6	Ocean City Elementary	Project Development & Design Funding	Systemic Renovation	Lighting	L23F006	06.01.2026	\$ 336,000	B	-	-	\$ 10,500	\$ 160,500	\$ -	\$ -	\$ -	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	7	Stephen Decatur Middle	Project Development & Design Funding	Systemic Renovation	Lighting	L23F014	06.01.2026	\$ 300,160	B	-	-	\$ 9,380	\$ 143,380	\$ -	\$ -	\$ -	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	8	Worcester Technical High School	Project Development & Design Funding	Systemic Renovation	Lighting	L23F015	06.01.2026	\$ 486,080	B	-	-	\$ 15,190	\$ 232,190	\$ -	\$ -	\$ -	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	9	Snow Hill High	Project Development & Design Funding	Systemic Renovation	Lighting	L23F005	06.01.2026	\$ 418,880	B	-	-	\$ 13,090	\$ 200,090	\$ -	\$ -	\$ -	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	10	Snow Hill Middle	Project Development & Design Funding	Systemic Renovation	Lighting	L23F009	06.01.2026	\$ 395,360	B	-	-	\$ 12,355	\$ 226,626	\$ -	\$ -	\$ -	60%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	11	Cedar Chapel Special School	Project Development & Design Funding	Systemic Renovation	Lighting	L23F013	06.01.2026	\$ 67,200	B	-	-	\$ 2,100	\$ 35,310	\$ -	\$ -	\$ -	55%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	12	Pocomoke High	Project Development & Design Funding	Systemic Renovation	Lighting	L23F003	06.01.2026	\$ 374,080	B	-	-	\$ 11,690	\$ 196,559	\$ -	\$ -	\$ -	55%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Worcester	13	Pocomoke Middle	Project Development & Design Funding	Systemic Renovation	Lighting	L23F011	06.01.2026	\$ 404,320	B	-	-	\$ 12,635	\$ 231,762	\$ -	\$ -	\$ -	60%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LEA Totals								\$4,885,679,420				\$777,786,243	\$1,462,460,575	\$873,997,278	\$409,425,421	\$177,779,277		\$28,895,619	\$181,104,381	\$9,392,000	\$39,003,772	\$39,755,673	\$11,705,247	\$21,299,820	\$0	\$7,247,683	\$51,979,322	\$390,383,517
Statewide Reserve Fund								\$ -				\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 379,500	\$1,469,169	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,848,669
Grandtotal								\$4,885,679,420				\$777,786,243	\$1,462,460,575	\$873,997,278	\$409,425,421	\$177,779,277		\$28,895,619	\$181,104,381	\$9,392,000	\$39,383,272	\$41,224,842	\$11,705,247	\$21,299,820	\$0	\$7,247,683	\$51,979,322	\$392,232,186



Revisions to Previously Approved Contracts Awarded Additional Funding Under the FY 2026 CIP

All of the following revisions to previously approved contracts are being revised due to an increase in State funding provided for the project in the FY 2026 Capital Improvement Program (CIP).

November 14, 2024 - Contract Awards

Anne Arundel - Glen Burnie High

PSC L02F020

Project type: Roof - Phase 3

Contractor: Vatica Contracting, Inc.

Change State funds from \$1,283,113.50 to \$2,092,943.50

Change local funds from \$2,902,774.00 to \$2,092,943.50

December 19, 2024 - Contract Awards

Calvert - Northern Middle

PSC L04F006

Project type: Replacement

Contractor: Keller Construction Management, LLC

Change State funds from \$8,414,584.00 to \$16,448,385.00

Change local funds from \$48,354,101.00 to \$40,320,300.00

May 8, 2025 - Contract Awards

Carroll - Cranberry Station Elementary

PSC L06F046

Project type: Pre-K Addition

Contractor: Oak Contracting, LLC

Change State funds from \$251,751.00 to \$1,788,060.00

Change local funds from \$3,047,180.00 to \$1,510,871.00

September 12, 2024 - Contract Awards

Cecil - North East Middle/High

PSC L07F044

Project type: Replacement

Contractor: George Moehrle Masonry, Inc.

Change State funds from \$0 to \$6,000,000.00

Change local funds from \$16,952,000.00 to \$10,952,000.00



February 13, 2025 - Contract Awards

Charles - J.C. Parks Elementary

PSC L08F030

Project type: K Addition/Renovation

Contractor: J.A. Scheibel, Inc.

Change State funds from \$1,165,398.00 to \$4,010,672.00

Change local funds from \$5,324,602.00 to \$2,479,328.00

April 10, 2025 - Contract Awards

Charles - William B. Wade Elementary

PSC L08F028

Project type: Full Day K & Pre-K Addition & Renovation

Contractor: Dennis Anderson Construction

Change State funds from \$0 to \$5,911,230.00

Change local funds from \$9,117,000.00 to \$3,205,770.00

August 8, 2024 - Contract Awards

Garrett - Southern Middle

PSC L11F008

Project type: Renovation/Addition

Contractor: Howard Shockey and Sons, Inc.

Change State funds from \$24,436,667.00 to \$32,436,667.00

Change local funds from \$23,519,073.00 to \$15,519,073.00

June 13, 2024 - Contract Awards

Harford - Aberdeen Middle

PSC L12F006

Project type: HVAC/Windows/Door

Contractor: Towson Mechanical, Inc.

Change State funds from \$13,262,726.00 to \$19,211,360.00

Change local funds from \$15,504,274.00 to \$9,555,640.00

August 8, 2024 - Contract Awards

Harford - Aberdeen Middle

PSC L12F006

Project type: HVAC/Windows/Door

Contractor: Gipe Associates, Inc.

Change State funds from \$335,240.00 to \$1,020,580.00

Change local funds from \$1,562,135.00 to \$876,795.00

December 19, 2024 - Contract Awards

Montgomery - Crown High

PSC L15F284



Project type: New

Contractor: Keller Construction Management, LLC

Change State funds from \$27,680,971.00 to \$45,061,914.00

Change local funds from \$150,063,517.00 to \$132,682,574.00

April 10, 2025 - Contract Awards

Prince George's - Suitland High

PSC L16F087

Project type: Replacement

Contractor: Turner-Corenic

Change State funds from \$99,133,180.00 to \$101,970,000.00

Change local funds from \$235,866,812.00 to \$233,030,000.00

July 11, 2024 - Contract Awards

Talbot - Chapel District Elementary

PSC L20F006

Project type: Renovation/Addition

Contractor: Whiting Turner Contracting Company

Change State funds from \$6,454,306.00 to \$8,727,505.00

Change local funds from \$31,465,694.00 to \$29,192,495.00

April 10, 2025 - Contract Awards

Worcester - Pocomoke Elementary

PSC L23F002

Project type: Roof

Contractor: Garland/DBS, Inc.

Change State funds from \$60,000.00 to \$1,846,165.80

Change local funds from \$3,016,943.00 to \$1,230,777.20

Item 4. Revised Administrative Procedures Guide

Motion:

1. To approve a new Administrative Procedures Guide, as presented, to replace the presently used Administrative Procedures Guide (APG), published originally in September 1994, and revised most recently on August 21, 2020;
2. To authorize IAC staff to make non-substantive changes as needed; and
3. To authorize staff to revise the presented Administrative Procedures Guide to reflect the continued rollout of the Business Management System (BMS) as processes are released for use by LEAs and prior submission procedures are no longer relevant.

Background Information:

The IAC's Administrative Procedures Guide (APG) currently in use was initially developed in September of 1994, and was most recently revised on August 21, 2020. Statutory changes, regulatory changes, new policies adopted by the IAC, and technological modernizations have resulted in much of the APG being outdated or inaccurate.

Presently, the draft APG contains both submission information pertaining to the Business Management System (BMS), and prior means of submission such as email or SmartSheets. IAC staff have been in the process of converting all submission procedures used by LEAs and external agencies to the BMS for ease of processing. IAC staff are continuously rolling out these processes, and believe the ability to provide the most up to date information on how submissions are received in the APG is paramount for LEAs to utilize this document in an effective and efficient manner. For this reason, IAC staff are requesting authorization to revise these sections of the APG to reflect the most accurate information on how to receive submissions as BMS processes are rolled out. See the below list for sections that are anticipated to be changed to reflect BMS submission in the future:

- Revisions to Previously Approved Contracts Requests
- Maximum State Award Increase Requests
- Schematic Design Review Submissions
- Facility Status Change Requests
- Project Closeout Requests
- Pass Through Grant Reporting
- Design Development Review Submissions
- Construction Document Review Submissions

Stakeholder Feedback

IAC staff have been working for a period of time with partner agencies and LEAs. A timeline of APG draft activities follows:

- **December 19, 2024:** First APG draft was sent to partner agencies.

- **January 13, 2025:** First APG draft was initially sent to LEAs and other stakeholders.
 - The initial deadline for feedback was **February 5, 2025**, but due to the significant number of comments, the deadline was extended.
- **March 7, 2025:** Final day for feedback from LEAs.
- **April 1, 2025:** Second APG draft distributed to LEAs and stakeholders for review.
- **April 10, 2025:** Second presentation of the APG to the IAC as an Informational Item, with revisions as suggested by LEAs.
- **May 8, 2025:** Presentation of Final Draft to the IAC for a vote.

IAC staff recommend approval of this Item.

State of Maryland Interagency Commission on School Construction

Administrative Procedures Guide



IAC

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(410) 767-0617

IAC Meeting 05/08/2025

This Administrative Procedures Guide (APG) is regularly updated to address changes in policies, procedures, legislation, and administrative requirements. All users of this document are required to follow the most recent updates.

Record of Changes

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1. Interagency Commission on School Construction Overview

1.A. General Information

1.A.1. Purpose and Use of this Document

This Administrative Procedures Guide (APG) serves to clarify the regulations, policies, and procedures of the IAC. This guide is intended to help identify which processes should be followed for annual LEA activities and at each stage of a project, regardless of project type.

1.A.2. IAC Mission

To achieve a safe, healthy, and educationally sufficient learning environment for every child attending a Prekindergarten–12 (Pre-K–12) public school in Maryland.

1.A.3. IAC Vision

A fiscally sustainable statewide portfolio of Prekindergarten–12 school facilities that will remain educationally sufficient for current and future generations of students and teachers.

1.A.4. Website

The IAC's website houses all the forms, tools, and resources needed to carry out a State-funded project. For funding application information for a particular IAC program, be sure to also review the specific program instructions for that program located on the [IAC website](#) and linked in [Section 3.A.](#) of this APG. To learn more about the IAC Members, public meetings, history of the IAC, IAC staff, current initiatives, and resources, visit the IAC's website at www.mdschoolconstruction.org.

1.A.5. Business Management System

The Business Management System (BMS) is the IAC's web-based document management system and is the mechanism for LEAs to provide required documentation and submit requests related to Pre-K–12 public school facility construction in Maryland. Use of the BMS replaces most form-based submissions used prior to 2024. The link to access the BMS, instructions for requesting accounts and technical support, and User Guides for the system and specific submission processes are available on the [IAC website](#).

1.B. IAC Authority

1.B.1. Statutory Authority for the IAC

For the specific details of the IAC's statutory authority, see Education Article, Title 5 Subtitle 3, Annotated Code of Maryland; Education Article, Title 4 Subtitle 1; State Finance and Procurement Article § 5-7b-07; Education Article § 4-126; and Economic Development Article § 10-650. In some

cases, this APG provides directions for State Superintendent required submissions, authorized under Education Article, §§ 2-303 and 4-115.

1.B.2. IAC Regulations

The IAC's Regulations can be found in Title 14, Subtitle 39 of the [Code of Maryland Regulations \(COMAR\)](#), provided by the Division of State Documents. The regulations related to Maryland State Department of Education (MSDE) reviews can be found in COMAR 13A.01.02.03 and 13A.01.02.05.

1.B.3. Hierarchy of Authorities

When interpreting State rules and policies, the Maryland Constitution takes precedence over Maryland statute, statute takes precedence over COMAR, COMAR takes precedence over this APG, and this APG takes precedence over any other policies or procedures approved by the IAC or implemented by IAC staff. Please notify IAC staff in the event of an apparent conflict between authorities or documents.

1.C. Definitions

Acronym or Term	Definition
Addition	A project to add space to an existing school to provide additional student capacity and/or to address educational programming requirements. Eligible project costs may include limited funding for portions of the existing building that need to be renovated in order to allow connection to the new addition(s). Projects that add space may be combined with renewal or renovation projects.
Adjacent School	An adjacent school is an existing or proposed school that is of the same grade band configuration or shares grade band overlap with the project school and either: <ul style="list-style-type: none"> - Has an attendance area that is at any point geographically contiguous with that of the subject school; - Has an attendance area that is not geographically contiguous with that of the subject school, but that can be readily accessed for the purposes of redistricting; or - Is part of a larger redistricting plan.
Allocation	Funds within an IAC funding program that are reserved for a specific LEA.

Alternative Education	A public elementary/secondary school or program that addresses the needs of students that typically cannot be met in a regular school setting and is designed to meet the needs of students with academic difficulties and/or discipline problems. Alternative education programs as defined by the IAC are programs that temporarily assign students to a location for personalized, direct instruction for a specified time period before returning to their home program. Alternative Education Programs are not specifically providing special education services but students in these programs may have Individualized Education Programs.
Appropriation	Funds approved by the General Assembly for a specific purpose and/or IAC Funding Program.
Architect/Engineer (A/E)	A design consulting firm or individual, either a licensed architect or engineer, who holds a contract for professional services with the LEA for performance of the work required for the project.
Award	Funds approved by the IAC to be used towards a specific capital-improvement project.
Business Management System	The Business Management System (BMS) is the IAC's web-based mechanism for LEAs to submit requests and provide documentation related to Pre-K–12 public school facility construction in Maryland.
Capital Maintenance (Systemic Renovation) Projects	Repair, alteration, and replacement of building systems, equipment, finishes, and components, including their removal and disposal. These system and component renewals occur more often at the end of a building system's or piece of equipment's useful life. They will sustain or extend the useful life of the entire facility but are insufficient to result in the facility becoming like-new. Sometimes called "Systemic Renovation" in statute.
Code of Maryland Regulations (COMAR)	The official compilation of all administrative regulations issued by agencies of the State of Maryland. See Section 1.B. for information regarding the IAC's COMAR regulations.
Construction Management Agency (CMA)	A project delivery method in which the LEA directly contracts with prime contractors, and either engages a construction manager as its agent to manage the project or acts as the construction manager.
Construction Management at Risk (CMR/CMaR)	A project delivery method in which a Construction Manager procures the contractor's work, obtains a guaranteed maximum price (GMP), and provides technical assistance to the owner during the development of the project documents. During the construction of the project the CMR will function as the contractor for the project.

Cooperative Use Space (CUS)	Areas in a school serving school children and/or other members of the community through documented arrangements with agencies and organizations outside of the local school system, in addition to space in the school needed for educational functions or student support.
Contingencies	Funds specified in a project budget to pay for unforeseeable or unexpected costs, should they arise.
Demolition Area	The area of an existing building that is demolished in its entirety, from roof to floor slab, and all building components.
Design-Build (DB)	A project delivery method in which a single entity is contractually responsible for both design and construction of a project.
Designees	Staff members of the IAC, the Maryland State Department of Education, the Maryland Department of General Services, and the Maryland Department of Planning who have been specifically designated by their principals to act in the place of an IAC member or the IAC's Executive Director.
Design SRC	An estimated SRC based on the current design documents or Educational Specifications that reflects the anticipated capacity of the facility but is not reflective of the Eligible Enrollment and therefore not reflective of the level of anticipated funding.
Eligible Enrollment	The net difference between the sum of the SRC and the sum of the projected seven-year enrollments (full-time equivalents) for the project school and for the schools adjacent to the project school at the time of first construction funding approval. Eligible Enrollment is used to determine the Maximum State Award for the project.
Emergency Repair Project	A project that addresses an emergency condition in a school building or school grounds that presents an immediate health or safety hazard, or a threat of severe damage to the school building or grounds, that could not have been reasonably foreseen through regular inspections or corrected through a regular preventive maintenance program, as specified in COMAR 14.39.02.18.
Enrollment Growth or Relocatable Classrooms (EGRC)	Capital Grant Program for Local School Systems with Significant Enrollment Growth or Relocatable Classrooms established in the Maryland Code, Education Article § 5-313. This funding program provides additional funding for LEAs that have either enrollment growth that is more than 150% of the Statewide average over the past five years or currently utilize more than 250 relocatable classrooms for educational purposes.
Estimated Eligible Enrollment	Estimated Eligible Enrollment is calculated in the request for planning approval and is a preliminary figure intended for use to estimate potential State participation.

Facility Condition Index (FCI)	<p>A Facility Condition Index is a metric used to provide comparative data for the physical condition of facilities over the Statewide portfolio at a specific point in time. The IAC's FCI is calculated as:</p> $\frac{\text{Expected Useful Lifespan (EUL)} - \text{Observed Remaining Useful Lifespan (ORUL)}}{\text{Expected Useful Lifespan (EUL)}}$ <p>The FCI is represented as a percentage of the expected useful lifespan that is depleted at the time of observation and can neither exceed 100% nor be less than 0%.</p>
Feasibility Study	<p>An evaluation of capital project options and costs that assesses multiple renewal, renovation, or renovation/addition options including a 40-year life cycle cost comparison and a list of educational program benefits and deficiencies of each option. See Section 3.F for information regarding Feasibility Studies.</p>
Forward-Funded Project	<p>Forward-funded projects are those projects that the State has approved for planning and for which the LEA has paid some portion of the State share with local funds.</p>
Full-time Equivalent Enrollment (FTE)	<p>Per Education Article § 5-201(g), FTE refers to the sum of students enrolled in kindergarten through grade 12 or their equivalent in regular day school programs on September 30 of the prior school year, plus the number of full-time equivalent students, as determined by regulation of MSDE, enrolled in evening high school programs during the prior school year, plus the number of Pathways in Technology Early College High School Program students enrolled in the region of question.</p>
Funding Award	<p>The entire or portion of the State share of eligible costs for a school construction project that the State commits to fund in a given fiscal year, pending the availability of funds.</p>
Furniture, Fixtures, and Equipment (FF&E)	<p>A category of items such as chairs, desks, movable equipment, and fixed components that are required for the delivery of education within a school facility and are normally not included in the construction contract. FF&E can include IT equipment that meets the requirements, including the 15 year life expectancy, and is an eligible cost under COMAR and the APG as is required for all furniture and equipment in this category.</p>
Gross Area Baseline (GAB) Square Footage	<p>The GAB is the total eligible gross square footage for which the IAC will participate in funding for a given project. It is calculated based on the approved eligible student enrollment multiplied by the baseline gross square footage per student plus any eligible square footage add-ons, as described in Section 3.K.</p>
Gross Square Footage (GSF)	<p>The total of all habitable areas in a building and on all floors from the outside face of exterior wall to the outside face of exterior wall and excluding vertical penetrations on upper floors such as stairs, elevators, and shafts.</p>

Guaranteed Maximum Price (GMP)	Typically in school construction, a GMP is a price provided by a construction manager (CM) in a Construction Manager at Risk or a Design Build procurement process early enough in the design process to allow the Owner to make adjustments to the project to control costs. The GMP sets a maximum price the Owner will pay for the project at the defined scope.
High Performance School	A school building that satisfies the definition of a high performance building under State Finance and Procurement Article, § 3-602.1(a)(2), Annotated Code of Maryland.
IAC Staff	Refers to the staff members of the IAC under direction of the Executive Director. Does not refer to the IAC members or MSDE, MDP, or MDGS staff.
Job Order Contracting (JOC)	A project delivery method in which the LEA selects a contractor through a competitive procurement process based on a multiplier or coefficient that reflects the bidder's determination of the actual cost to perform the work plus overhead and profit, and is applied to a fixed-price list of construction items and activities.
Kindergarten and/or Prekindergarten (Pre-K) Addition	An Addition Project that specifically adds space to an existing school to provide additional student capacity for early childhood education.
LEA	Local Education Agency.
Life Cycle Cost (LCC)	As defined in relation to the school funding process, the estimated cost of owning, operating and maintaining the total project over a 50 year period as required by COMAR and as specified in the MDGS manual.
Life Cycle Cost Analysis (LCCA)	An economic evaluation technique that determines the total cost of owning and operating a facility over a period of time.
Local board or Local BOE	The board of education of a county and including the Baltimore City Board of School Commissioners.
Locally Funded Project	A project that has not been approved for State planning or funding, and for which the LEA does not intend to request State funding.
Maintenance	The work required to keep a facility (plant, building, structure, ground facility, utility system, or other real property) in such condition that it may be fully functional and continuously utilized for its expected lifespan and intended purpose at maximum energy efficiency. Includes routine, preventive, and capital maintenance.
Major Deficiency	A facility issue that poses an immediate threat to life, safety or health of occupants; delivery of educational programs or services; or the expected life span of the facility.

Maryland State Clearinghouse (Clearinghouse) Review Process	The Clearinghouse review process is an intergovernmental comprehensive review process spearheaded by the Maryland State Clearinghouse for Intergovernmental Assistance, a division of the Maryland Department of Planning. The review involves the cooperation of State agencies, local governments, and other public entities, and ensures that State projects are consistent with both State and local plans, policies, and programs.
Maximum State Award (MSA)	The estimated maximum amount of State construction funding through the IAC's standing funding programs and that is established at the time the project is first approved for construction funding. Sometimes referred to as 'maximum State construction allocation' in statute.
MDGS	Maryland Department of General Services
MDP	Maryland Department of Planning
Minor Deficiency	A facility issue that poses a potential threat to life, safety or health of occupants; delivery of educational programs or services; or the expected life span of the facility.
Minority Business Enterprise (MBE)	A legal entity, other than a joint venture, that meets the definition of MBE pursuant to the State Finance and Procurement Article, § 14-301.
MSDE	Maryland State Department of Education
Net Square Feet (NSF)	The interior usable area of each space of a building that is programmable and required to meet general or specific programmatic needs.
Net-Zero Facility	A facility that is designed and constructed to, over the course of a year and using site-based renewable energy, produces an amount of energy equivalent to or greater than is used by the facility.
Net-Zero-Ready Facility	A facility that is designed to achieve the Net Zero Facility definition but has delayed the purchase and installation of renewable energy sources due to financial constraints.
Observed Remaining Useful Life (ORUL)	The number of years past the assessment date for which, based upon the assessor's observation and professional judgment, an Asset is expected to remain functional given reasonable properly scheduled routine maintenance
Office of School Facilities (OSF)	The unit of the Maryland State Department of Education that reviews school sites and projects on behalf of the State Superintendent of Education, including providing support to the LEAs and the IAC.
Owner	The legal entity that owns the facility and land that the project affects (generally the LEA's Board of Education).

Pay-as-you-go (PAYGO)	A funding method by which current funds in the State budget are utilized rather than borrowed funds for capital purposes. PAYGO funding can be made up of general, special, federal, or reimbursable funds.
Planning Approval	The commitment by the State, assuming the availability of funds, to fund the State share of eligible costs for a school construction project in some future fiscal years.
Prevailing Wage Rate	The hourly rates of wages paid in the locality as determined by the State Commissioner of Labor and Industry under State Finance and Procurement Article, § 17-208, Annotated Code of Maryland.
Preventive Maintenance	The planned and regular inspection and servicing of equipment and systems in order to achieve the full expected lifespan and prevent prematurely degraded performance, premature failure, unplanned downtime, and related avoidable costs.
Project Cost	All costs associated with constructing the facility as well as all associated costs including but not limited to design, surveying, permits, FF&E, financing, and other consulting services. Project cost does not include land acquisition costs.
Project Development and Design Funding	Project Development and Design Funding is funding awarded by the IAC for eligible project development and design costs for a public school construction project and is set in the State Capital Improvement Program. Project development and design funding may not exceed 10% of the preliminary Maximum State Award.
Proposal	The response by an offeror to a request for proposals.
PSC Number	Unique identifier assigned by IAC staff used to relate State funding to projects at a specific school facility. Only modifiable by IAC staff. These numbers are formatted as L##F###, with the first two numbers denoting the LEA, and the three following numbers denoting the facility. These numbers were formerly in the format ##.###.
Relocatable Unit	A classroom unit that is capable of being disconnected and transported from one school site and reinstalled at another school site.
Renewal Project	A capital improvement project for an existing school that, on completion, results in a like-new operational condition for the school without the need for further capital maintenance investments for at least 15 years. The scope of work must reduce the school's FCI to 15% or lower, as estimated by the IAC at the time of receipt of Construction Documents for the project.

Renovation Project	A construction project to upgrade an existing building and site, or a portion of a building and site, to significantly improve its educational, building and/or performance but that does not achieve a renewal or like-new condition. Some projects of this type were sometimes referred to as 'Limited Renovation' or 'multi-systemics' in the past.
Replacement Project	A project to replace the majority of an existing school where an analysis, including a Feasibility Study and associated cost estimate as required in the Feasibility Study Checklist, demonstrates that replacing rather than renovating the school is programmatically and financially advantageous.
Request for Proposals (RFP)	Any documents used for soliciting proposals from offerors that may request the offeror's price and terms for the proposed contract, a description of technical expertise, work experience, or any other related information.
Request for Qualifications (RFQ)	Any documents used to solicit statements of qualifications including experience, references, team composition, financial stability and condition, or availability of equipment from bidders.
Science Classroom Renovation	A project to renovate middle school or high school science classrooms and/or laboratories to support contemporary science instruction.
Scope Study	A process used to determine the appropriate work to be included in a renovation, renewal, or addition project based on a thorough understanding of the current building conditions. A scope study should include a full building analysis, typically provided by an A/E team, as well as recommendations and cost estimates for each component of the building. This is intended to get an accurate reflection of project needs and allow the LEA to properly budget the project prior to the request for funding when a Feasibility Study is not required.
Soft Costs	Required project costs not normally included in the bid price for the construction of a project. Planning, design, geotechnical, and site surveys are examples.
Solicitation	An invitation for bid, request for proposals, request for qualifications, or other formal notification to the public of the owner's interest in receiving prices or other information for a proposed public school construction project or related services, which contains all relevant information to allow members of the public to submit responsive bids, offers, or proposals.
Special Education Classroom	A classroom that is used primarily for students with Individualized Education Plans who receive special education and related services for more than 60% of the day outside of general-education classrooms. As defined by the IAC, special education classrooms count toward the facility SRC and do not include rooms where students receive special education services for less than 60% of the day, such as resource rooms.

State	The government of the State of Maryland.
State-Funded Project	A project is considered to be State Funded when it is approved for Project Development & Design Funding, Planning, or Construction Funding. For funding approvals that occur in the Capital Improvement Program, “approval” means upon approval of the 100% CIP in May and does not include preliminary 75% or 90% approvals.
State-Rated Capacity (SRC)	The number of students that the IAC or IAC staff designee determines that an individual school facility has the physical capacity to enroll, based upon a calculation using standardized class sizes published by the IAC (see Section 2.E of this APG for more information).
Teaching Station	Any space, including an open space area, classroom, or suite of classrooms for a specific program of study, that serves as an area in which to provide pupil instruction
Total Cost of Ownership (TCO)	The costs of constructing the facility (including the building and site construction and soft costs but excluding land-acquisition costs and costs outside the property lines) plus the costs of operating and maintaining the facility over 30 years and the costs of renewing building systems and components over 30 years.
Utilization	The ratio of the number of students that are enrolled at a school facility compared to the number of students that the school facility has the physical capacity to enroll.

2. Portfolio Level Policies and Tools

2.A. Facility Inventory

2.A.1. General

LEAs are required to provide updated information to IAC staff on an ongoing basis as needed to maintain the accuracy of the Facility Inventory Database (FIDB), per COMAR 14.39.02.02. Reporting is required for each school when a locally funded or State-funded project at that school is substantially completed, when facility circumstances change, such as when grade configurations or programs are moved or reconfigured, when new sites are acquired, or when facilities are transferred to the County. Annually, the Facility Inventory Update Assurance Form 101.4, signed by the Superintendent of Schools should be submitted to iac.pscp@maryland.gov by July 1. Information in the FIDB is used for various IAC reports and as a resource for funding decisions throughout the IAC's various programs. It is essential that the database be kept up to date to avoid delays in funding processes. The FIDB can be viewed on the [Facility Inventory Database](#) page of the IAC website.

2.A.2. Update Request Submission Process

Updates to the FIDB should be requested via the [FIDB Update Request BMS Process](#). New facilities should be requested using a 'New Facility' request type in the process, and updates to an existing entry should be requested using the 'Change/Edit Facility' request type. The 'Add/Remove Adjacent' request type should only be used for corrections to incorrect adjacents in the FIDB, and **should not** be used to request exclusions or inclusions of adjacent schools.

2.B. Site Approval

2.B.1. General

School sites are selected by the LEAs as appropriate to support their school facilities and programs and may be acquired for the purpose of constructing a specific school facility or may be banked for later use. LEA acquisition of banked land for the intention of later use as a school site is done at the LEA's risk, as sites are not evaluated by the IAC until a school is planned to be built on a site. The State Clearinghouse process may help LEAs determine later issues with a site, but this review should not be interpreted as approval to use a site for a school facility.

2.B.2. Applicability

2.B.2.a. Approval Requirements

Per COMAR 14.39.02.14, IAC approval is required for:

- Site approvals and/or acquisitions for which an LEA will request local planning approval in the IAC's Capital Improvement Program within the next three years;
- The use of previously approved sites for school construction purposes if the approval was given more than three years prior;

- Previously approved sites where there is a change in use of the school (e.g., elementary school becomes a middle school) or a second school or regional program is co-located at the site; and,
- Replacement facilities when there is an increase in capacity on the school site.

2.B.2.b. Exceptions

Other types of site approvals must receive State Superintendent approval, but do not require IAC approval. These types of acquisitions can still be performed via the BMS system. See [Section 2.B.4.](#) for information on when State Superintendent approval is required.

2.B.3. Clearinghouse Review

Clearinghouse review is a prerequisite for site approval by the IAC and the State Superintendent. Prior to requesting site approval, the LEA shall submit Site Review materials to the Maryland State Clearinghouse to mdp.clearinghouse@maryland.gov with a cover letter requesting a review.

The submission must include:

- The Site Analysis Report Form 104.1 and all necessary attachments
- Environmental Assessment Form 104.2

Both of the above forms are available on the IAC's website under [LEA Resources](#).

Clearinghouse review is valid for three years. The Maryland Department of Planning's [State Clearinghouse Division Intergovernmental Monitor is available online](#). Please see the Intergovernmental Monitor for site review information.

2.B.4. State Superintendent Approval

Approval from the State Superintendent of Schools is required separately from IAC approval pursuant to Education Article, §§ 2-303(f)(1) and 4-115(b)(1). Submission of the IAC's Site Approval process in the BMS notifies MSDE of the need for a letter from the State Superintendent. A letter addressed to the Superintendent requesting site approval will be required to be uploaded as part of the BMS process. No separate request has to be made. MSDE staff may reach out to the LEA to request additional information as needed to facilitate review and approval by the State Superintendent.

Certain types of site approvals must be approved by the State Superintendent, but do not require IAC approval. If land is being acquired to add to an existing school site, State Superintendent approval is required, but IAC approval is not. LEAs should still submit a request for State Superintendent approval via the BMS Site Approval process to facilitate State Superintendent approval and to maintain accurate records of land acquisitions.

2.B.5. IAC Approval Process

The IAC, MDP, and OSF will review site approval requests. State Superintendent approval pursuant to Education Article § 2-303(f)(1) will also be provided through the BMS if granted. The submission must include:

- Information on the property including the address, the proposed use of the site, the justification for the purchase, and a probable timeline for use of the site, if known;
- State clearinghouse comments, including resolution of any issues identified in the Clearinghouse review;

- Approval by the Local Board of Education, either in the form of approved meeting minutes in which a vote on site approval is recorded, or a letter of approval from the Local Superintendent;
- A formal letter of request addressed to the State Superintendent for site approval;
- Information on if the site is in a Priority Funding Area (PFA), see [Section 2.B.6.](#) For more information on PFAs;
- Any legal documentation concerning the property (such as information on the Contract of the Site and/or building purchase) and a statement from the LEA's legal counsel noting that they had reviewed provided documents; and,
- Information on any co-located facilities on the site and if the planned facility will share space with any existing facilities.

2.B.5.a. Site Visits

IAC and partner agency staff may request a site visit prior to recommending action by the IAC.

2.B.5.b. Expiration

IAC site approval is only required for sites which will be submitted for planning approval in the next three years, once IAC approval is granted, it is valid for three years. If the site was approved for acquisition over three years ago, the LEA must obtain approval for the proposed site again.

2.B.6. Priority Funding Area (PFA)

2.B.6.a. General

As described in State Fin. & Proc. Art. § 5-7B-02, Md. Code Ann., PFAs are existing communities and places designated by local governments indicating where they want State investment to support future growth. The intent of the PFA is to support new growth and economic development in existing growth areas (communities/places) and promote more compact development, thereby reducing vehicle miles traveled and encouraging walkability. The designation is administered by the local government, which requires some level of collaboration and coordination with State officials to better assist with prioritizing State funding.

2.B.6.b. PFA Applicability

New school sites, and sites for replacement schools that have an increased capacity or an expanded core area, shall be located in a Priority Funding Area (PFA) unless a waiver is granted by the IAC. Areas that qualify to be designated as PFAs are those that comply with the specifications outlined in State Finance and Procurement Article § 5-7B-02. The following school construction projects are not subject to this requirement:

- A locally funded project that was funded by an LEA prior to or in Fiscal Year 2012;
- A project that was approved for planning in an annual Capital Improvement Program prior to or in Fiscal Year 2012;
- A replacement school on the same site when there is no increase of capacity; or
- A renewal, renovation, addition, or systemic renovation project.

2.B.6.c. Waiver Process

In accordance with State Finance and Procurement Article, § 5-7B-07 and COMAR 14.39.02.31B, an LEA may request, in writing, a PFA waiver for approval of a site for a new or replacement school that adds capacity located outside of a PFA. The IAC strongly encourages LEAs to contact MDP to discuss the

LEA's PFAs and the possibility of creating a new PFA where the school project is located prior to requesting a PFA waiver. If an LEA does wish to request a waiver, the written request must be sent to iac.pscp@maryland.gov with a copy to the LEA's [assigned Capital Projects Manager](#). PFA waivers must be requested prior to site approval and are granted on a case-by-case basis. Required information for all PFA waiver request submissions includes:

- Evidence of efforts made by the LEA and the local government to secure a site within a PFA that is suitable, including costs of options and benefits of each site considered, and costs and benefits of the proposed site located outside of a PFA;
- Evidence that the proposed site not within a PFA is as close to the PFA as possible, and how potential negative effects as a result of the site not being in a PFA may be mitigated;
- Information pertaining to local government tools for control and land use, including the comprehensive plan and zoning that will restrict the growth of housing development outside of the PFA that may result from the project school;
- Evidence of exhaustive efforts made by the LEA to achieve needed capacity through additions to existing schools within the PFA, reuse of existing facilities, and opportunities for co-location or joint use with another facility within the district;
- The location of the student body that will be served by the project school; and,
- Impacts to a local Adequate Public Facilities Ordinance (APFO) as a result of the project school being located within a PFA and outside of a PFA.

2.B.7. Submission Process

To request a site approval, an authorized LEA representative should submit a request via the Site Review process in the IAC's BMS. The Site Review Process has four request types that LEAs should select from when submitting, see the below table for information on when to select each option.

Request Type	When to select
Site Approval and/or Acquisition for a school for which the LEA will request planning within three years	Select this option for the purchase of a new plot of land by the LEA that the LEA intends to request planning approval for within the next three years.
Adding Capacity to Existing Site	Select this option for land that will see an increase in capacity due to a project, or , if there is a major educational use change to the land, such as an elementary school property becoming a high school property.
Land Added to an Existing School Site	Select this option for the addition of small parcels of adjacent land to an existing school site.
Acquisition of banked land, or land intended for a school that the LEA will NOT request planning approval for within the next three years.	Select this option for the purchase of new plots of land for the purpose of site-banking, or for parcels that an LEA does not intend to request

	planning approval for within the next three years.
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2.C. Facility Status Changes

2.C.1. General

The IAC tracks and approves the status of school sites, school facilities, and any property owned by State and County Boards of Education. To submit a notification or request for State approval, an authorized representative of the LEA or County should submit a [SmartSheet form](#) with the appropriate status change type indicated.

2.C.2. Applicability

LEAs and/or County governments must submit a request for approval or a notification of any school name change, change in school use, easement, right-of-way, lease, transfer, or disposal of any property owned by the Board of Education or formerly owned by the Board of Education and transferred to local government. Transfers of a portion of an LEA owned school site with no school facilities or alterations to land do not need IAC approval, however, LEAs should still complete the IAC SmartSheet form with 'transfer' indicated to facilitate State Superintendent approval.

2.C.2.a. Requests for Approval

Education Article, § 5-303, Ann. Code of MD, and COMAR 14.39.02.22–.27 require LEAs to request IAC approval to:

- Grant easements or rights-of-way on a school property;
- Lease of 10% or more of a school to a third party (outside of a space with a cooperative use agreement);
- Transfer a school site or school building; and
- Dispose of an educational facility or former school property by selling, leasing, or other disposal.

2.C.2.b. Notification Only; No Approval Required

Education Article, § 5-303, Ann. Code of MD, and COMAR 14.39.02.22 require LEAs to report:

- School name changes; and
- Change in school use, including school closures, changes in educational function, and grade reconfigurations.

2.C.3. Bond Debt and Repayment of State Investment

Transferring or disposing of a school facility or former school property, or electing to change the use of a school facility from educational use for more than five years, may result in a requirement for reimbursement of outstanding bond debt and/or a requirement to pay the State a proportional share of disposition proceeds based on the proportion of the State's investment in the property, per Education Article, § 5-308, Ann. Code of MD, and COMAR 14.39.02.27.

When a property is transferred or disposed of and has outstanding bond debt in excess of \$5,000, the submitting LEA and the local County government will receive a copy of the executed Property Transfer Agreement (PTA) upon approval by the IAC, and signature by the IAC's Assistant Attorney General and

Chair. School facilities with outstanding bond debt should be paid by the responsible County or City where the facility is located by mailing a check, remittance to State of Maryland to 351 W. Camden St. Suite 701, Baltimore, MD 21201. With their check, they should include a copy of the [Bond Debt Repayment Form](#), indicating the school in which the bond debt is being repaid, the amount of debt, and the LEA's contact information for any questions IAC staff may have. Counties or LEAs that are required to pay back State bond-debt have a two year grace period after transfer before they must make a lump-sum payment of bond debt or begin scheduled payments on an agreed upon repayment schedule outlined in the approved PTA.

2.D. Facilities Maintenance

2.D.1. General

Effective facilities maintenance practices protect investments made both locally and by the State and ensure that facilities reach their optimal lifespan. Good maintenance practices prioritize student and educational needs and provide safe and healthy learning environments. The IAC encourages the use of a computerized maintenance management system (CMMS) and its many trackable data elements to support these efforts.

2.D.2. Comprehensive Maintenance Plans (CMPs)

2.D.2.a. General

The purpose of the annual CMP is to communicate to the LEA's stakeholders, including the State, the LEA's intentions for the coming fiscal year for its facilities maintenance program. Per COMAR 14.39.02.19A, CMPs must be approved by the local board of education, and must be consistent with the local EFMP and local Capital Improvement Program. The CMP must be submitted by October 15 and be approved by the local board of education prior to submission. The CMP must be coordinated with Educational Facilities Master Plan (EFMP) and Capital Improvement Program (CIP).

2.D.2.b. Concerns and Concern Resolution

Per COMAR 14.39.02.19, the LEA shall resolve to the reasonable satisfaction of the IAC or IAC staff any concerns raised by the IAC in its review of the LEA's CMP. The IAC may determine a project is ineligible for planning approval or funding approval if the IAC has determined that the project school facility is not properly maintained or the LEA does not have an adequate preventive maintenance plan, which should be included in the CMP.

2.D.2.c. Submission Process

CMPs are submitted via email to iac.pscp@maryland.gov. The required data elements are available within the CMP Instructions on the [IAC website](#).

2.D.3. Maintenance-Effectiveness Assessments (MEAs)

2.D.3.a. General

Each year, IAC staff conducts site visits to assess the effectiveness of each LEA's maintenance of its school facilities. Prior to the start of each fiscal year, IAC staff will send each LEA a letter containing the dates that assessments will take place within the LEA. The location of each assessment will be provided two weeks prior to the assessment. Per COMAR 14.39.02.19, the IAC may determine that a

project is ineligible for funding or planning approval if that facility's MEA demonstrates that the school is not properly maintained, or if there is not an adequate preventative maintenance program in place.

2.D.3.b. Methodology

For each facility visited, the IAC assessment team reports a Maintenance Effectiveness Assessment score. These MEA scores are developed in accordance with the MEA rubric and guidelines, which are available on the [IAC website](#). The assessor reviews the LEA-submitted documentation, inspections, and CMMS data prior to the site visit. During the assessment, the assessor makes observations and photographs assets of each category to determine maintenance effectiveness, including any deficiencies present. Based upon the findings, category scores are assigned by the assessor and then weighted to reflect the maintenance's importance to the facility. The scoring is then converted to a 100-point scale. Any category not applicable to a facility or that could not be assessed is not scored, and its weighting is removed.

2.D.3.c. Requirements

The IAC will notify LEAs two weeks prior to scheduled MEA assessments. LEAs should provide all required documentation to IAC staff no later than two business days prior to the MEA date for each school facility. Pre-assessment documentation is essential in order to complete accurate, on-time assessments of school facilities, and failure to provide the required documentation may result in a "poor" rating in the omitted categories. Poor ratings in these categories may have an impact on future funding decisions per COMAR 14.39.02.19. The following documentation is required:

- CMMS work order data extractions in Excel format per the Definitions/Directions tab in the Work Order Template. The data should be filterable, and should include for each facility:
 - All open work orders
 - All closed work orders for one year
 - Preventive Maintenance Schedule
 - Asset List
 - List of DLLR regulated equipment
- The custodial scope of work or standard task list, including the frequency of each task.
- The integrated pest management plan.
- The most recent inspection reports performed by a qualified inspector for:
 - Annual fire alarm test
 - Sprinkler system
 - Kitchen hood fire suppression
 - Roof
 - Playgrounds
 - Bleachers

2.D.3.d. Exemptions

MEA exemptions are considered according to the following guidelines:

Case Type	Guideline
1: Active or holding facility with replacement, renewal, or renovation scheduled to start within 12 months	<p>Assess unless the LEA's Superintendent requests in writing a temporary exemption from eligibility for MEA for that facility and the IAC Executive Director grants it. Criteria:</p> <ol style="list-style-type: none"> 1) The school is scheduled to have a capital project that (a) has been approved by the LEA's board to start within 12 months of the date of the request, and (b) will result in the replacement or renewal of all or a substantial part of the facility. 2) The LEA's Superintendent has submitted to the IAC's Manager of Assessment & Maintenance a signed letter requesting that the IAC not conduct an MEA at the facility and stating that, if students and staff will remain in the facility during the project duration, the LEA will ensure the safety and health of students and staff. 3) If the project is to involve a replacement, renewal, or renovation of part of the school's square footage, the letter must include supporting documentation such as floor plans or drawings detailing the scope of the project and the gross square footage affected such that the IAC can determine which areas should not be assessed.
2: Active or holding facility scheduled by LEA to close but not yet finalized by BoE for surplus	Assess the facility as scheduled. The IAC assesses facilities or portions of facilities that are actively housing students and those portions of facilities that are directly associated with occupied portions.
3: Closed (not active or holding) facility that has not been finalized by BOE for surplus and could be reactivated	Do not assess the facility. However, if the LEA decides to reactivate the facility to house students, the LEA must provide notice to the IAC at least 60 calendar days prior to the planned occupancy date and the IAC may choose to assess the facility at any time.
4: Active or holding facility that is split between instructional spaces and non-instructional administrative or support spaces such as central offices or maintenance offices	Assess all areas used to deliver programs or services to the students being served in the facility, including common areas such as restrooms and relevant hallways, and all areas and systems required to support such delivery, including mechanical rooms and outdoor areas used by students and student-support staff. Do not assess areas and assets that support only non-instructional activities and areas.
5: Active, holding, or closed facility that has been finalized by BOE for surplus or transfer within 18 months	Do not assess the facility.

2.D.3.e. Response Required

After completion of the onsite assessments, LEAs will be required to respond to certain items. Identified items in a category rated "not adequate" or "poor" must be responded to within 45 calendar days from the delivery of the preliminary report.

2.D.3.f. Submission Process

LEAs should submit all pre-assessment documentation via the LEA MEA Pre-Assessment Document Upload process in the BMS. Required documentation to be included is outlined above in [Section 2.D.3.c.](#)

2.D.4. Remediation of Major and Minor Deficiencies

2.D.4.a. General

For any Major or Minor Deficiency noted in a preliminary report, the LEA may correct the deficiency in a timely manner and request that the IAC remove the deficiency's negative score effect from the overall facility score in the IAC's final MEA report. Failure to submit according to the requirements in [the deficiency remediation guidance document on the IAC's website](#) on time or in the required formats will prevent the associated deficiencies' negative score effects from being removed and may have an impact on future funding decisions per COMAR 14.39.02.19.

2.D.4.b. Response Requirements

Remediation plans must be submitted within 15 calendar days of LEA receipt of the preliminary report. Submission of 15-day responses will extend the final response deadline from 30 calendar days to 45 calendar days. Proof of remediation, including but not limited to invoices for vendor-performed work, photographs, etc., must be submitted within 45 calendar days of LEA receipt of the preliminary report. Final responses for all "not adequate" and "poor" category comments and updated responses to all deficiency-related comments must be submitted in the required format within 45 calendar days of the LEA receipt of the preliminary report. For fiscal years 2026 and following, failure to submit final responses that comply with the IAC's stated guidelines will result in a reduction of five percentage points in the overall score for the assessment of that facility.

2.D.5. Reassessments

Reassessments are conducted at the IAC Executive Director's discretion based upon the severity of the issues noted during the assessment, the LEA's responses, and/or LEA and IAC staff availability. An LEA wishing to appeal an assessment may do so in accordance with [Section 2.L.](#) of this APG.

2.D.6. Annual Report

An annual report on school maintenance is provided to the Governor and the General Assembly by October 1 and posted to the IAC's website.

2.E. Statewide Facilities Assessment (SFA)

2.E.1. General

The SFA was initially established by the 21st Century School Facilities Act of 2018, which established the Nancy K. Kopp Public School Facilities Priority Fund and mandated that the IAC conduct an assessment of the condition and educational sufficiency of each Pre-K–12 public school facility in Maryland. The Act mandated that the SFA allow for comparison of the condition of all school facilities to identify and rank facility needs for potential future funding through the Priority Fund. The SFA was not designed to identify potential solutions to address facilities' needs.

2.E.2. Applicability

Education Article § 5-310 requires the IAC to assess enough school facilities annually to ensure that SFA data for any facility is never more than four years old. To achieve this, IAC staff aim to assess 25% of active and holding school facilities annually. Additionally, to ensure the comparability of data, any

facilities not assessed in a given year are estimated to have natural system aging; IAC staff update actual enrollment data and mathematically age the condition data, resulting in a data update for 100% of school facilities each year.

2.E.3. Methodology

To create this comparable needs evaluation, the SFA uses both Facility Condition Index (FCI) physical condition measures and Educational Sufficiency attribute measures. The FCI calculation is a depleted-value measure based on observed remaining useful lifespan (ORUL) of each major building-system component and not the cost of repairs. This produces comparable data regardless of the replacement costs.

2.E.4. LEA Engagement

2.E.4.a. Data Refresh

Education Article § 5-310(f)(2) requires that each LEA cooperate with the IAC to update the SFA data and contribute data requested by the IAC for that purpose. Annually, this will include at a minimum:

- LEA review of the list of schools to be assessed that year and any relevant comments an LEA may have on those facilities;
- LEA comments on any changes to data for the 75% of schools that are not assessed and for which systems will be mathematically aged one year;
- The provision of relevant new information about facilities; and
- A post-assessment review of data.

2.E.4.b. Submission Process

All documents should be submitted via the SFA Pre-Assessment Document Upload process in the BMS. LEAs should initiate the process on their Global LEA project.

2.E.4.c. Scheduling and Coordination

IAC staff will provide the list of schools to be assessed and the scheduled assessment dates to the LEA. IAC staff will work with the LEA to schedule assessments to minimize disruption to the delivery of educational services. LEAs generally do not have input on which facilities are assessed each year. Assessments can be rescheduled due to facility issues or educational needs (i.e. testing weeks) on a case-by-case basis at the discretion of IAC staff. Scheduling issues are to be brought to the attention of IAC staff during the annual kickoff meeting or at least 30 days before the assessment date. Exemptions from assessment are granted according to the following guidelines:

Case Type	Guideline
1: Active or holding facility scheduled by LEA to close but closure has not yet been finalized by the local BOE for surplus.	Assess the facility as scheduled. IAC staff assess facilities that are actively housing students and portions of facilities that are directly associated with occupied areas, such as shared mechanical rooms.

Case Type	Guideline
2: Active or holding facility that is split between instructional spaces and non-instructional administrative or support spaces such as central offices or maintenance offices.	Assess all areas used to deliver programs or services to the students being served in the facility and all areas and systems required to support such delivery, including mechanical rooms and outdoor areas used by students and student-support staff.
3: Active, holding, or closed facility that the local BOE has approved for surplus and intends to transfer to another owner within 18 months.	The facility will not be assessed.
4: Active, holding, or closed facility for which the local BOE has approved a replacement project in the form of a BOE-approved request to the State for funding participation for construction OR has published a request for bids for a locally funded replacement project.	The facility will not be assessed.

2.E.4.d. Kickoff Meeting

A kickoff meeting invitation, including data requests, will be sent annually at least 30 days before the LEA's first assessment. An LEA may opt to decline the invitation if they feel the kickoff isn't necessary. However, all requested data items are due two weeks before the first assessment and must include at a minimum:

- A spreadsheet/questionnaire provided by the IAC and completed by the LEA to facilitate collecting building data;
- Current Schematic floor plans for all facilities to be assessed (vectored, to scale, numbered, labeled by use, with room NSF);
- Changes to facility assets since the last assessment, including both local and State funded projects;
- Updates to relocatable units on-site;
- Updates to HB 1290 Survey documentation provided by the IAC;
- Updates to Facility Space Use;
- Updates to planned future use (imminent closings, swing space, etc.) of each facility; and,
- The point of contact for each site assessment.

2.E.4.e. Summary and Replies

IAC staff will provide a summary of each site visit for review after assessment. LEAs will then have 30 days to review and provide comments for consideration. Non-responses will be considered an acceptance of assessment results. LEAs should contact the Assessment & Maintenance Manager and the Data Assessment Coordinator to request an extension to the review timeline if needed. Requests for extensions are reviewed on a case-by-case basis, and extra review time is not guaranteed.

2.E.4.f. Additional Facility Information

LEAs will have the opportunity to provide input on any facility not assessed during the assessment cycle. This should be discussed with the Data Assessment Coordinator during the kickoff so an appropriate time for a discussion can be scheduled during the LEA's assessment cycle. Any updates to a facility's data in a non-assessment year do not change the assessment cycle calendar for that facility. The facility would still be subject to an in-person inspection within four years of the last cycle-based site visit. The window of opportunity for LEAs to submit requests to change data on the 75% of the portfolio that is not receiving a site visit in the cycle will open on July 1 and close on a date specified by IAC staff, but will be no more than seven months later.

2.E.5. Annual Report

At the end of the assessment cycle each LEA will receive a copy of all of their SFA data and generated metrics. The IAC will produce an Annual Report detailing aggregated Statewide facilities data for publication.

2.F. State-Rated Capacity (SRC)

2.F.1. General

State-rated capacity is the number of students that IAC staff determines that an individual school facility has the physical capacity to enroll (COMAR 14.39.02.05A). Note that a facility's SRC may be different from the facility's design capacity. The specific function of the SRC is to establish *—for funding-award purposes—* a single statewide basis on which to consistently estimate the number of FTE students that a facility can serve in delivering State-required educational programs and services. The actual enrollment and the SRC are used by the IAC to establish the utilization of a facility. Projected utilization of a school facility and the adjacent school facilities is used in IAC decisions to award State capital funding, including to determine Eligible Enrollment for school facilities as a result of capital school construction projects.

2.F.3. Applicability

All school facilities that are either in active educational use or are available for educational use must have an IAC-approved SRC.

2.F.4. Setting and Updating the SRC

While the SRC may be estimated during project planning and design, it is not set until after a project that changes the amount of educational space is complete and the school is occupied. The SRC can be updated when changes to the educational program change the use of the educational space. In both cases, the SRC must be based on the educational spaces and programs in place at the time of the request to set or update the SRC.

2.F.4.a. Timeline

A request to set the SRC for a school project should be submitted no later than three months after a school construction project that changes capacity is complete and the school is occupied. A request to

update the SRC for a school can be submitted whenever changes to the educational program at a school change the use of educational space at the school.

However, if an LEA desires that an updated SRC or SRCs be used to determine the Eligible Enrollment for a request for planning or construction funding approval for a school project, then the LEA must submit the request to update the SRC of the project school and/or the schools adjacent to the project school at least three months prior to the submission of the request for planning or construction funding approval for the school project

2.F.5. Elementary Schools

For purposes of calculating SRC, elementary schools are defined as schools enrolling students in one or more grades from Pre-K through grade 6 (COMAR 14.39.02.05B), but not grade 7. An elementary school classroom is a space of 550 net square feet or greater in which the majority of the school day is spent in the instruction of the core curriculum. This does not include special subject classrooms such as music classrooms, art classrooms, science labs, etc.

2.F.5.a. Approved, Standard Capacities for Elementary School Classrooms

The standard capacities for elementary school classrooms are:

Elementary School Standard State Capacities	
Prekindergarten	20
Kindergarten	22
Grades 1-5	23
Grade 6: if classroom is in an elementary school	23
Grade 6: if classroom is in an elementary/middle school or a secondary school	25
Alternative Education	10
Special Education	10

2.F.5.b. SRC Calculation

SRC for an elementary school is calculated using the following formula: Multiply the number of classrooms in each grade by the approved capacity for that grade and then add the resulting products. For facilities where open-space classrooms are included, see [Section 2.F.7.](#)

2.F.6. Secondary Schools

For purposes of calculating SRC, secondary schools are schools enrolling students in one or more grades from 6 through 12 (COMAR 14.39.02.05C). A secondary school classroom is a space of 600 net square feet or greater, unless the LEA designates a space smaller than 600 square feet as a classroom. All spaces in which students are regularly receiving secondary school content are considered

classrooms and include laboratories, technology rooms, career and technology education rooms, music rooms, fine and performing art rooms, family and consumer science rooms, gymnasiums, and auxiliary physical education classrooms. One physical education classroom up to 2,500 square feet which contains specialized equipment that cannot be stored or relocated may be excluded upon LEA request with supporting documentation. A gymnasium up to 13,000 square feet counts as two classrooms. A gymnasium exceeding 13,000 square feet counts as three classrooms.

2.F.6.a. Approved, Standard Capacities for Secondary Classrooms

The standard capacities for secondary classrooms are:

Secondary School Standard State Capacities	
Grade 6-12 classrooms	25
Career and Technology Programs	20
Alternative education classrooms	10
Special educational classrooms	10

2.F.6.b. SRC Calculation

SRC for an individual secondary school is calculated according to the following formula: Multiply the number of regular classrooms by the applicable approved capacity and multiply this product by 85% and rounded up to the nearest whole number. Then, multiply the number of special education classrooms by the applicable approved capacity. Finally, sum the results. For facilities where open-space classrooms are included, see [Section 2.F.7.](#)

2.F.7. Open-Space Classrooms

Open-space classrooms are rooms in which the instructional areas are not structurally defined, with or without temporary partitions. Partially enclosed classrooms are rooms in which the instructional areas are structurally defined by permanent (non-removable) partitions, which may be calculated according to the regular SRC calculation for the applicable room type.

For elementary open space schools, divide the open space area by 900 square feet, then multiply that result by the state approved capacity. For Secondary open space schools, divide the open space area by 900 square feet and then multiply the rounded quotient by the State-approved capacity for the applicable grade. Finally, multiply this product by 85% and round to the nearest whole number.

Upon request of the LEA, IAC will reconsider the SRC based upon the number of usable classrooms possible given the limitation of the space.

2.F.8. Career and Technology Programs

Career and technology education (CTE) programs are instructional programs approved by MSDE's Office of College and Career Pathways (OCCP) and designed to prepare students for the global

economy and workforce needs. Please note that for CTE, “Classroom” may mean a suite of classrooms for a specific program of study. CTE programs are aligned to nationally or state-recognized industry and academic standards. The approved capacity for a career and technology classroom is 20. CTE programs are offered in comprehensive high schools and in stand-alone or colocated CTE centers. Given the nature of CTE instruction, a CTE classroom may consist of a suite of multiple types of classrooms, potentially including both laboratory and lecture spaces designed for specialized instruction, which may or may not be structurally separated. In these instances, both classrooms are counted as a single CTE classroom when determining the SRC of CTE spaces. SRC for a career and technology program is calculated by multiplying the number of CTE classrooms by 20, and then by 85% for CTE classrooms in comprehensive high schools, or by 100% for CTE classrooms in stand-alone CTE centers.

2.F.9. Alternative Education Programs

Alternative education programs are programs for students who need specialized instruction outside of the traditional classroom setting on a temporary basis. The approved capacity for an alternative education classroom is 10. Alternative programs are offered in both stand-alone alternative education centers and in both primary and secondary schools.

2.F.10. Modular Construction and Temporary Relocatables

2.F.10.a. Modulares

For IAC purposes, modular construction classrooms are factory-fabricated structures meeting State standards, as defined in COMAR 09.12.52, that are designed and certified for educational use, installed on a school site, and not intended for frequent relocation. These classrooms are included in the calculation of SRC as outlined above, depending on their use.

2.F.10.b. Relocatables

For IAC purposes, relocatable classrooms are factory-fabricated structures meeting State standards, as defined in COMAR 09.125.52, that are designed and certified for educational use, installed on a school site, and designed for relocation. State or locally owned relocatable classrooms are not included in the calculation of SRC.

2.F.11. Undefined Facilities

The IAC or its designee shall determine on a case-by-case basis the SRC for a school that is not defined in the above sections or includes space types not defined in the above sections.

2.F.12. Cooperative Use Space (CUS)

CUS dedicated in a written agreement to noneducational purposes is not included in the SRC. The SRC excludes Cooperative Use Spaces used by an outside provider.

2.F.12.a. Exclusions

CUS will be excluded from the calculation of SRC if a copy of the current, signed cooperative use agreement(s) is included with the request to set the SRC for a school project or update the SRC for a school. The agreement must demonstrate that the space cannot be used for LEA educational purposes during the LEA's standard school operating hours in order for it to be excluded.

2.F.13. Submission Process

Requests to update the SRC of a given facility should be made via the State-rated capacity Update Request process in the BMS under an LEA's global project. Required attachments are as follows:

2.F.13.a. Floor Plan

Floor plans may be hand or digitally rendered, but must be color-coded and provide a key. A template is available on the IAC's website.

2.F.13.b. Room Inventory

A room inventory spreadsheet (in Microsoft Excel format, or the like) that, for all rooms (not just classrooms and support spaces) includes:

- Assigned room number
- Room use including grade level(s)
- Capacity of room per Standard State Capacities
- Area of room in net square feet (NSF)

2.F.13.c. Cooperative Use Spaces (CUS)

All spaces identified as CUS must include the most recent, ratified cooperative use agreements that show the terms and duration of the agreement(s) with the partner organization(s), unless the use of the space falls under the eligible exceptions for LEA provided services outlined in [Section 3.Q.3](#).

2.F.13.d. Update Specific Requirements

For SRC updates, also include a description of the physical or programmatic changes that warrant the update. Indicate changes to individual room uses on the room inventory spreadsheet.

2.G. Enrollment Projections

2.G.1. General

As part of preparation of the annual Educational Facilities Master Plan (EFMP), each LEA develops its own detailed Pre-K–12 enrollment projections for each school program. Each LEA utilizes their own methodology to determine the projections for each school, but local facility planners typically utilize data regarding birth rates, mortality rates, in/out migration, and the cohort survival projection method to arrive at projections for each grade within each school.

2.G.2. MDP Requirements and Review of District-Wide Enrollment Projections

Each spring, the Maryland Department of Planning (MDP) provides the State's total district-wide K-12 enrollment projections. Total district-wide K-12 enrollment projections used in the LEA's EFMP must be within 5% of those generated by MDP. Each LEA has the opportunity to agree or disagree with MDP's total county-wide enrollment projections and may provide an explanation of the methodology used to determine differing projections. Once the LEA's total district-wide enrollment projections are within 5% of those generated by MDP, the LEA can then use their total district-wide enrollment projections to generate enrollment projections for individual schools, which must add up to the MDP approved district-wide control totals for grades K-12.

2.G.3. School Level Enrollment Projections

Total district-wide enrollment projections are not the same as those required for individual school projects, for which K-12 projections must add up to the total district wide projection that is within 5% of MDP's total district wide projection. School level enrollment projections are required for each grade in each school and may reflect many if not all of the factors reflected in the county-wide projections. In addition, individual school enrollment projections may reflect planned portfolio actions such as consolidation of educational programs and disposition of school facilities, approved residential and/or mixed-use developments, anticipated shifts in demographic composition, and other regional and/or cluster-scale drivers that could influence enrollment at an individual school. Where applicable, individual school enrollment projections must include projected enrollment for 3 and 4 year-old Pre-K programs, respectively, that the LEA intends to house at applicable school(s).

2.H. Educational Facilities Master Plans (EFMP)

2.H.1. General

An EFMP is a 10-year plan produced by an LEA that demonstrates the long-term portfolio-management strategies that the LEA intends to employ. It should address the future needs required by the LEA to provide an educationally sufficient and fiscally sustainable school portfolio. Pursuant to Education Article § 5-303(d)(3)(ix), the IAC requires that each LEA submit a new or amended EFMP each year. The EFMP is a platform to inform the State, the local government, and the public of each LEA's long-term plans; and is the foundation of each LEA's annual CIP. The EFMP must substantiate each project requested in the CIP. As a result, the EFMP serves as a reference to evaluate CIP projects in particular and educational facilities needs in general. Each LEA must have a current EFMP approved by their local board of education (BOE) on file to be eligible for State planning or funding awards.

2.H.2. Process

Each LEA must annually submit or amend its EFMP by July 1 through the Educational Facilities Master Plan process in the BMS. Prior to the July 1 submission, IAC staff will provide a detailed list of required elements that must be included in the EFMP document. At a minimum, the required elements list will include the following:

- Written verification of agreement between MDP and the LEA on the county-wide population and enrollment data on which the plan is predicated.
- A letter from the local planning board, commission, or director stating that the EFMP is consistent with the adopted comprehensive plan of the local jurisdiction.
- A letter, resolution, or board agenda item adopting the plan.
- Goals, standards, and guidelines including;
 - Student-to-teacher and student-to-staff ratios
 - Transportation policies
 - Provisions for Special Education
 - Provisions for Career and Technology Education
 - Districting and redistricting

- School closures
- Community Analysis done on a county-wide basis but focused on the attendance zone for a school whenever possible. References may include:
 - Current population distribution
 - Adopted comprehensive plan of the local jurisdiction
 - Building and subdivision plans
 - Water and sewer plans
 - Transportation plans
 - Shifts in housing and employment patterns
- Inventory and evaluation of facilities, including buildings for which construction money has been awarded, even when the building may not yet be occupied. For each facility in the inventory, include the following:
 - Facility name
 - PSC Number
 - Address
 - Grades served
 - SRC
 - Enrollment as of the previous September 30
 - Utilization rate
 - Acreage
 - Age and square footage of the original construction, renovation(s), addition(s), and demolition(s)
 - Total current square footage
 - Physical condition and an explanation of the system used for evaluating the physical condition of the school.
 - Other information that should be submitted if available:
 - Floor plans, preferably to scale
 - Number of classrooms/teaching stations
 - Number and type of special purpose rooms
 - Number and intensities of special education classrooms
 - A county map that shows the location of the facility, the attendance area, and the locations and attendance areas of adjacent schools
 - Feeder system for each middle and high school
- Discussion of capital maintenance and facilities operations budgets and costs
- Enrollment data that is agreed to by MDP on a county-wide basis (Form 101.2) including projected enrollment and utilization for all school facilities by grade for each of the next ten years.
- Enrollment projections for Pre-K 3 and Pre-K 4 by grade for each of the next ten years.
- Facility Needs Analysis (Form 101.3)
- A list of any changes to BOE goals, standards, and guidelines that impact facilities. Community demographic changes that impact the facility needs must also be amended.

Projects submitted for funding through any IAC funding program will be reviewed against the submitted EFMP.

2.H.3. Amendments

The BOE can delegate in writing to their Superintendent full or partial authority to make amendments to the EFMP. Master plans that have been annually updated by means of amendments shall be completely revised and adopted by the BOE at least every five years.

2.H.4. Submission Process

To submit a given EFMP, LEAs should initiate the [Educational Facilities Master Plan process](#) in the BMS. A submission from LEAs should contain four files; the EFMP Required Elements List, the EFMP itself, the enrollment projections, in Microsoft Excel format, and the Annual Facility Inventory Update Assurance Form.

2.H.5. Review and Response by the IAC

Written comments and recommendations will be returned to the LEA within 60 days of IAC receipt of the plan. The comments will be advisory but will inform the decisions of the IAC with respect to project approvals requested by the LEA. The local EFMP together with any LEA amendments and IAC or its designee comments is the plan of record.

2.I. Disposal of State-Owned Relocatable Facilities

2.I.1. General

State-owned relocatable facilities that are past their useful life can be decommissioned and disposed of with approval of the IAC. Requests for disposal and related funding for disposal of these units must be approved by the commission at an IAC meeting.

2.I.2. Process

LEAs who currently have State-owned relocatables at school facilities that are no longer used for educational purposes should write a letter to the IAC requesting approval of disposal of the relocatable unit, and, if available, funding for disposal. Letters of request should be emailed to iac.pscp@maryland.gov and the LEA's assigned CPM should be copied.

2.I.2.a. Funding for Disposal of Relocatables

LEAs may request funds available in the Statewide Relocatable Repair Fund for demolition of State-owned relocatables that are beyond their useful life and are unable to be repaired to extend their useful life. If awarded, funding for disposal of relocatables is provided at the level of State-local cost share applicable to the LEA making the request.

2.I.3. IAC Approval

If IAC approval is granted, the IAC will obtain disposal approval from the Maryland Department of General Services (MDGS). Once this is granted, the LEA's assigned CPM will inform them of their approval to dispose of the unit. LEAs must notify IAC staff immediately upon completion of the disposal in writing via email to their CPM.

2.J. LEA Signature Authority

2.J.1. General

Each LEA Superintendent shall complete an LEA Signature Authorization form to designate individuals authorized to submit payment or reimbursement requests to the IAC for state-funded school construction projects and to designate individuals authorized to request user accounts for LEA staff within the IAC's BMS to ensure only authorized individuals are granted access.

2.J.2. Process

[The Signature Authority form](#) will be requested from LEA staff annually, and requires wet signatures throughout the form. The original form shall be mailed to the IAC. Digital signatures and/or digital copies of the form will not be accepted. In the event that updates to LEA staff need to be made outside of the annually requested update, revised forms can be provided at any time. Additions to the authorized individual list can be provided as a supplemental form with only the new individuals listed, but deletions require a revised full form to replace the existing form on file with the IAC. In cases of both additions and deletions, a hard copy with a wet signature must still be mailed to the IAC at 351 W. Camden St. Suite 701, Baltimore, MD 21201.

2.K. PSC Numbers

2.K.1. General

PSC numbers serve as the IAC's unique identifying codes for school facilities and sites. The number is assigned to the facility and site, not the educational program or programs operating at the facility, which are tracked according to the School Number and reported by the LEA to the Maryland State Department of Education (MSDE). PSC numbers are assigned by the IAC in the IAC's Facility Inventory Database (FIDB) at the IAC's discretion. These numbers are formatted as L##F###, with the first two numbers denoting the LEA and the three following numbers denoting the facility. These numbers were formerly in the format ##.###.

2.K.2. Applicability and Exceptions

New schools are assigned a new PSC number by the IAC after a site has been designated for use as a school site, typically in the project development phase of a project. School sites that are acquired for site bank purposes are typically not assigned PSC numbers.

Buildings previously utilized as school facilities that no longer function as educational facilities retain their former PSC number, even if they are now being used as admin spaces, storage space, or are being held in the LEA's portfolio. This is known as a Facility Status Change; for more information on Facility Status Changes, see [Section 2.C.](#)

2.K.2.a. Collocated Schools

Collocated schools on the same site share a PSC number if the building system and internal spaces are shared, or if the collocated schools are housed in the same facility.

For example, a special education program that is in the same building as an elementary school would share a PSC number with the elementary school. However, a CTE program that is housed in an annex building separate from a main high school building would be assigned its own PSC number even if the two buildings were on the same site.

If two existing facilities are connected or combined, through construction resulting in sharing of the buildings' mechanical systems, the number for the facility of greater size will be retained and the other retired by the IAC.

2.K.2.b. Replacement Schools

Replacement schools that are built on the same site as a prior school facility are not assigned a new PSC number, and instead keep the original building's PSC number so that the IAC can track State investment in a facility at a site over time. However, replacement schools that are planned and constructed on a different site will be assigned a new PSC number. If the two facilities have the same name, the former building that is being replaced will be renamed to include 'former', 'old', or 'demolished' depending on the circumstances.

2.K.2.c. Non-LEA Owned and Leased Facilities or Sites

LEAs may request PSC numbers for non-LEA owned or leased facilities as they may qualify for IAC funding. For additional information regarding project funding at leased facilities, see [Section 3.0.2.d.](#) on Eligible Expenditures.

2.K.3. Requesting a PSC Number

LEAs need not request a PSC number in any manner separate from the typical approval process of sites and new facilities. Upon submission of a Site Approval process via the BMS, a FIDB update process will be created to assign a PSC number to the new facility. An LEA's assigned Capital Projects Manager (CPM) will notify the LEA once the PSC number has been assigned to a new facility.

For facilities that are not new, but require a PSC number change, update, or reassignment, an LEA should request a FIDB Update via the [FIDB Update process](#) in the BMS, and talk to their assigned CPM about any additional steps that need to be taken.

2.L. Appeals and Request for Reconsideration

2.L.1. General

If an LEA is dissatisfied with a recommendation proposed to the IAC by IAC staff or a determination made by the IAC, the LEA may request the IAC to reconsider the determination.

2.L.2. Process

Any LEA wishing to appeal should submit a written request for reconsideration within 45 days of the decision being communicated to the LEA. The written request should include any information, circumstances, or documentation that the LEA would like the IAC to consider, reasons in support of the appeal, and a statement of the result sought. The LEA's request should be in the form of a letter signed by the Superintendent and addressed to the IAC Executive Director, and should be sent via email to iac.pscp@maryland.gov.

2.L.3. Oral Arguments

In the written appeal, an LEA may request to present an oral argument to the IAC. Oral argument will not be permitted without a prior written request to the IAC. IAC staff will notify the LEA of the date at which the oral argument will be heard.

2.L.4. Determination

The IAC shall issue a final decision to the LEA. This determination is the final decision of the agency and cannot be appealed again.

2.L.5. Eligible Enrollment

For information on the Eligible Enrollment Appeal process, see [Section 3.D.7.](#)

3. School Construction Projects

3.A. General

This APG contains general requirements applicable to the majority of the IAC's programs and to locally funded school construction projects. Project specific application requirements are found in each program's APG or instructions, available on the IAC website.

- [Capital Improvement Program](#) (CIP) (Including EGRC)
- [Built To Learn](#) (BTL)
- [School Safety Grant Program](#) (SSGP)
- [Healthy School Facility Fund](#) (HSFF)
- [Aging Schools Program](#) (ASP)
- [Non-Public Aging Schools Program](#) (NASP)

3.B. State Grants for Projects

Reserved.

3.C Planning Approval for CIP Projects

Planning approval is a prerequisite for funding approval for certain IAC programs. Typically, LEAs request planning approval for projects that are in the planning phases of development but are not yet ready to receive funding in the IAC's CIP. However, in some cases, planning approval is requested in the same year as requests for construction funding approval. While planning approval represents a commitment of future State funding if the project continues to be justified, planning approval cannot be interpreted as a guarantee that construction funding will be awarded in any specific future fiscal year, since funding depends on the availability of State resources and the priority in which the project is presented by the local board. For planning approval requirements, see the [CIP Instructions](#).

Per COMAR 14.39.02.10A, if within two years after a project is approved for planning and no part of the project is under contract for design, the IAC may rescind planning approval. An LEA that seeks reapproval of a project for which planning approval has been rescinded must submit a new planning request should they wish to pursue the project in another Capital Improvement Program fiscal year.

3.D. Eligible Enrollment

3.D.1. General

Once an LEA has determined a general need for a renewal, replacement, or new school project, the extent of the need must be specified in order to deliver an educationally sufficient and fiscally sustainable school. In order to do so, the Estimated Eligible Enrollment should be calculated, project

specific Educational Specifications (Ed Specs) must be developed, and, if applicable, a Feasibility Study must be completed before project design can be started.

Eligible Enrollment is the net difference between the State-rated capacity (SRC) and the projected, seventh-year (full-time equivalent) enrollment for a project school and the schools adjacent to the project school. While Eligible Enrollment can and should be calculated early and often in the planning and design phases of a project, the IAC calculates the Estimated Eligible Enrollment at the time of local planning approval, and determines Eligible Enrollment at the time of construction funding approval. Eligible Enrollment is then used to determine the Maximum State Award for the project.

For projects at schools for which student assignment is not based upon the geographic location of a student's residence, the IAC will consider Eligible Enrollment for each project on a case-by-case basis upon complete submission of all information requested by the IAC.

3.D.2. Purpose

The use of adjacent schools to determine Eligible Enrollment is intended to ensure the most effective, efficient, and equitable allocation of constrained capital construction funds in order to best meet the constitutional charge of the Commission. The use of adjacent schools to determine Eligible Enrollment and therefore State participation in a school project does not constitute a requirement or a recommendation by the State that an LEA adjust attendance zone boundaries.

3.D.3. Applicability

The IAC determines the Eligible Enrollment for all replacement, renewal, and renovation projects. Unless there is a substantive change (including but not limited to changes in SRC, projected seven-year enrollment, educational programs, and attendance zone boundaries) at the project school or at the schools adjacent to the project school between the time of planning approval and the time of construction funding approval, the same adjacent schools used to determine the Estimated Eligible Enrollment at the time of planning approval will be used to determine the Eligible Enrollment at the time of construction funding approval.

3.D.4. Development

Based on the Facility Inventory Database (FIDB) and the most recent Educational Facilities Master Plan (EFMP) for the LEA, IAC staff will develop a draft Estimated Eligible Enrollment for the project school.

3.D.5. Calculation

Estimated Eligible Enrollment is calculated in the request for either project-development & design funding or planning approval and is established at that time. Eligible Enrollment is calculated in the request for construction funding approval and is established at the time of construction funding approval.

3.D.6. Adjacent Schools

3.D.6.a. General

An adjacent school is an existing school or proposed school that is of the same grade band configuration or shares one or more grade bands with the project school; and,

- Has an attendance area that is at any point geographically contiguous with that of the subject school;
- Has an attendance area that is not geographically contiguous with that of the subject school, but that can be readily accessed for the purposes of redistricting; and/or,
- Is part of a larger redistricting plan.

3.D.6.b. Combined Schools

Combined schools (elementary/middle, middle/high, etc.) that possess grade bands that overlap with the project school are included as adjacent schools in the calculation of Eligible Enrollment.

3.D.6.c. Identification

In order to calculate Eligible Enrollment, IAC staff will compare the adjacent schools listed in the FIDB with the adjacent schools shown in the most recent EFMP. If there is a difference, the adjacent schools shown in the most recent EFMP will be used. LEAs should update the adjacent schools listed in the FIDB to reflect the most recent EFMP via the Facility Inventory Database Update process within the BMS.

3.D.6.d. Requests to Exclude or Include Adjacent Schools

An LEA may submit a request to exclude or include an adjacent school(s) from the calculation of the Eligible Enrollment for a school construction project. Requests should be submitted at least two months before a request for construction funding is submitted in order to be considered.

Requests will be evaluated based on the following criteria:

- Disparate program type: An adjacent school possesses a program that is dissimilar to the project school, such as a Regional Special Education program.
- Geographic barriers: An adjacent school is inaccessible due to geographic circumstances that prohibit the student population from passing from one attendance area to the other. Barriers may include waterways, topography, active railroads, and/or major roads, without available crossings.
- Travel time: Travel time between attendance areas for the considered population exceeds approved LEA Board of Education Transportation Policy guidelines.
- Other: Whenever an LEA does not consider a geographically adjacent school to be a functionally adjacent school, but the adjacent school does not meet the above adjacency criteria, the LEA may still submit a request for an adjacency exclusion or inclusion. Any rationale(s) supporting a request falling under "Other" must be consistent with the Board of Education-approved EFMP in effect at the time of the request or be otherwise approved by the LEA Board of Education.

In some instances, the IAC may grant a partial exclusion based on the evaluation of the data provided by the LEA. A partial exclusion indicates that the IAC has determined that a limited portion of the available capacity projected at an adjacent school should be considered in the determination of Eligible Enrollment. Partial exclusions will be considered on a project-by-project basis. Partial exclusions will be at the discretion of IAC staff and can be appealed via the appeal process in [Section 3.D.7](#). An approved or partially approved request to exclude/include adjacent schools will be considered good for up to two years from the date of approval so long as the school project and attendance zone boundaries and student assignment policies for the project school and the schools adjacent to the project school

remain the same. An approved or partially approved request to exclude/include adjacent schools for a school project will not be reflected in the FIDB.

3.D.6.e. Limitations

Education Article § 5-303(l) and COMAR 14.39.02.07 limit the applicability of excess capacity in adjacent schools when evaluating projected enrollments for school construction projects. Excess capacity in adjacent schools will be considered only if the sum of available seats in all adjacent schools is 15% or more of the project school's projected seven-year enrollment at the project school. For the purposes of performing this calculation when determining Eligible Enrollment, all adjacent schools within this context represent those determined following an approved Eligible Enrollment Exclusion/Inclusion request, if applicable.

3.D.6.f. Submission

Requests to include or exclude schools as adjacencies from a project school should be made via the [Adjacent School Inclusion/Exclusion Request process](#) in the BMS. LEAs submitting this process request should indicate which of the following reasons for inclusion or exclusion apply:

- Geographic Barriers;
- Travel Time;
- Disparate Program Type;
- Regional Plans;
- FIDB Error; and/or
- Other.

If 'Other' is indicated, the submitter should explain in detail the reason for adjacency inclusion or exclusion. All submissions should provide adequate justification for the inclusion or exclusion of the adjacent school.

3.D.7. Appeal of Decision

Within 45 calendar days after IAC staff have provided the LEA's designated Facility Planner with the Estimated Eligible Enrollment, including a computation supplement worksheet, an LEA may submit an Eligible Enrollment Appeal to the IAC by submitting a letter to the Executive Director explaining the basis for the appeal to iac.pscp@maryland.gov. If the appeal is on the basis of adjacent inclusion or exclusion, an updated request must also be submitted.

3.E. Educational Specifications (Ed Specs)

3.E.1. Applicability

Project-specific Ed Specs are required for all new, replacement, and renewal projects, as well as any project executed in association with changes in educational programming or grade band configurations. If you are unsure whether Ed Specs are required, contact your assigned OSF Architect and CPM.

3.E.2. Purpose and Content

Ed Specs serve as a written communication from the LEA to the project design team describing the educational programs and services that the school plan should accommodate, present and future, and

create a vision to guide the design of the resulting facility. The document should articulate in written and graphic form the educational philosophy of the LEA, the educational goals of the specific facility, the specific educational programs of study, the activities required to facilitate these programs, the spaces in which these activities are to occur, the interrelationships between these spaces and activities, and the administrative, safety, operational, and maintenance needs of the facility.

3.E.3. Development

The Ed Specs development process serves an important purpose in soliciting the active participation of all stakeholders, including educators, facility experts, and design professionals to collaborate on the development of a unified goal, taking into account both education needs and long term facility ownership concerns.

A critical component of the Ed Specs development process is the creation of a target for the total building area. This target should be based on anticipated schedule, project budget estimates, Estimated Eligible Enrollment and a comparison to the estimated calculation of the GAB for the project. Please contact your CPM if you have questions regarding this estimate. To aid in alignment of the educational programming requirements and the total project budget, a space summary spreadsheet should be developed and used throughout the Ed Specs process to calculate both net and gross square feet for the project and compare the results to the project targets. All spaces required for the functioning of the students, faculty and maintenance staff in the building should be included in the Ed Specs and in the net square footage. The IAC recommends for planning purposes that an efficiency of 70% be used for elementary schools and 67% be used for middle and high schools. These numbers may vary due to site conditions or programming requirements and the LEA should set these goals aggressively and based on previous project experience to ensure maximum efficiency in the design. In the case where the LEA is planning for a school larger than what would be supported by the Eligible Enrollment, it is recommended that the spreadsheet track both design State-rated capacity and potential Eligible Enrollment to clearly indicate anticipated levels of local funding.

3.E.4. Contents and Characteristics

Ed Specs will describe the grades to be served, current and projected enrollments, any location-specific requirements, educational programs and services to be delivered in the facility, strategies to be used in their delivery, and associated functional, spatial, and environmental characteristics of the facility. Ed Specs should:

- Define the project's scope, budget, and expected timeline sufficient to support a predetermined educational program for a specific enrollment.
- Balance the educators' concept of facility and program needs with the affordability of the facility, both to initially construct the project and sustain the facility in good condition over time.
- Consider ways in which to conserve space through multi-use spaces and sharing of spaces. Maximizing the utilization of all space is essential to fiscally sustainable facilities.

An MSDE/IAC Ed Specs submission checklist can be found on the [Design Submissions page](#) of the IAC's website.

3.E.5. Prototype Ed Specs

Prototype Ed Specs are Ed Specs developed based on generic grade band configurations without specific reference to a facility or site location. LEAs who prefer to develop standard grade band Ed Specs that apply district-wide must also develop a more detailed site specific Ed Specs for each project to which the prototype Ed Specs will apply. Both the prototype Ed Specs and the site specific Ed Specs must be approved by the BOE and submitted via the IACs [Ed Spec process](#) in the BMS for review. The site specific Ed Specs can be a document attachment that describes only the project details that differ from the prototype Ed Specs as well as the specific information related to the site and project location. The combination of these two documents must satisfy all the Ed Specs submission requirements.

3.E.6. Submission Process

The [Ed Specs process](#) in the BMS should be used for all Ed Specs Submissions. LEAs submitting the process should complete the current Ed Specs Checklist, and complete all question fields required in the form. Questions regarding specific fields or forms to be attached should be directed to the [LEA's assigned CPM](#).

3.E.7. Review and Response

The LEA's assigned MSDE OSF Architect shall review the Ed Specs submission in consultation with IAC staff, and provide written comments back to the LEA. The LEA shall acknowledge and respond to all comments in writing. The LEA shall submit an electronic copy of any amendments or revisions to the IAC as soon as they are locally approved.

3.F. Feasibility Studies

3.F.1. General

The purpose of a Feasibility Study is to identify the issues that will be addressed by the proposed project, evaluate and compare technically feasible alternatives and the fiscal impact of each alternative, both for total project costs and costs of the facility over a 30-year period, and propose a recommended course of action that is supported by the LEA.

Feasibility studies compare potential building solutions to accommodate project specific Ed Specs requirements and should be conducted for all replacement and renewal options. All alternatives evaluated must utilize the same Ed Specs as the primary statement of requirements that must be met by any proposed solution. The Feasibility Study Checklist can be found on the 'LEA Forms' section of [the IAC's website](#).

3.F.2. Applicability

3.F.2.a. General Requirement

Unless a waiver is granted per [Section 3.F.7.](#), a Feasibility Study must be completed and approved by the IAC's Executive Director for a replacement or renewal project, or any project executed in association with changes in educational programming or grade band configurations. Feasibility Study approval is a

part of the IAC's process of agreement with the LEA's proposed project scope that precedes planning and funding approval.

3.F.2.b. Locally Funded Projects

For locally-funded projects, per statute, the State Superintendent has authority to approve Feasibility Studies for locally-funded projects. Please contact OSF regarding the requirements for applicability and submission of feasibility studies. Any required submissions are routed through the BMS.

3.F.3. Process Prior to Development

Before initiating a Feasibility Study, contact the [LEA's assigned IAC CPM and MSDE OSF Architect](#), who may be invited to participate in the development of and provide review comments on drafts of the study. Please note that submission of Ed Specs is a prerequisite for Feasibility Study Approval. The Ed Specs process must be submitted and preliminary comments received prior to submission of the Feasibility Study.

3.F.4. Content

The Feasibility Study Checklist includes a list of required content and can be found on the [IAC's website](#) under "Feasibility Studies". The Feasibility Study shall include the following;

- At a minimum, two options must be included that both fully address the requirements of the Ed Specs, one of which involves renewal and reuse of the existing building. Options to include are renewal (if additional area is not needed) or renewal plus addition (if additional area is needed), and replacement. Additional options should be included on a site-specific basis as required to fully investigate the alternatives or as required by the LEA for analysis purposes.
- At least one option that does not demolish over 50% of the existing facility. If it is determined that no such option can be provided without major educational program deficiencies and/or overriding limitations that preclude the use of the existing building, a Feasibility Study Waiver should be requested.
- Lists of major and minor educational program deficiencies, building-systems requirements and deficiencies, safety and security concerns, and accessibility considerations related to each building and site-development option considered.
- A space summary comparison spreadsheet that analyzes how the program is met, or varies positively or negatively, in the existing building, the renewal or renewal/addition options, and the replacement option. See Feasibility Study Submission Checklist for further clarification.
- For each option that involves the use of student transportation, swing space, or temporary facilities, a description of those uses and their estimated durations and costs as well as any required phasing.
- Any facility issues relating to historic preservation requirements that may be applicable and that may affect the options presented.

3.F.5. Feasibility Cost Estimate

The purpose of a cost estimate developed at the feasibility study phase of a project is to provide the information needed to make an informed decision regarding the potential project options considered by the study. The cost estimates should highlight the differences between the options in a way that can

clearly be understood. The [Feasibility Study Cost Estimate Guide](#) and the below information is designed to assist LEAs in the development of an appropriate method of evaluation. Each section in the guide is required and the organization structure of this guide should be followed, but detailed formatting can be altered as needed to fit the project and options in consideration.

The following is a description of each section required in the feasibility study cost estimate:

3.F.5.a. Total Cost of Construction

This section should include all labor and materials to be procured via the construction contract and should represent the total cost of construction broken down into the two categories provided:

- **Building and Site Construction Cost:** This section should include the total cost of each option at the current dollar value. Three sections are included in this portion to clearly indicate the difference between the selected options for comparison.
 - **Building Construction Costs:** This section should include separate values for each type of building construction and demolition needed to address the conditions of each option. Provide separate line items as needed to properly distinguish between different scopes of work included in each cost per square foot provided.
 - For example, if one option uses an addition to the existing building to meet the educational specification requirements, while a separate option replaces the entire building, the cost per square foot of each type of construction would be different. As a result, these two items would be listed as separate line items to highlight the difference in cost per square foot.
 - **Site Construction Costs:** This section should include both a lump sum site cost for each item, as well as separate line items for work required and not required for each option.
 - For example, if a new construction requires a large retaining wall to create a buildable area for a replacement project, the cost of that retaining wall should be included as a separate line item.
 - **Exceptions Construction Cost:** In this section include additional construction costs related to the unique aspect of each option. This should allow a clear understanding of the potential impact costs of selecting a certain option that may exceed the typical construction costs.
 - For example, if a replacement project requires selective demolition of the existing school in order to provide the required site space for the replacement, this is a unique condition of the site that would require multiple mobilizations and generate atypically high phasing costs.
- **Additional Construction Costs:** This section should include costs that are included in the construction budget that are outside the direct estimate of labor and materials, including fees, contingencies and escalation. In some cases the project will carry additional costs as part of the construction that are not part of the contract for construction but are still a unique project cost related to one or multiple options.
 - For example, if portables are required but the LEA will not procure those portables through the contract for construction, a line item here could be carried to ensure that cost of the portables is captured in the total.

3.F.5.b. Total Project Costs

This section should include all items outside the cost of construction that will be required for the project to succeed. These include all soft costs for the project, costs related to site selection and procurement, swing space, and other items that would result from the options being studied. This section is intended to create a comprehensive look at all project related expenses and represents the LEA's total anticipated budget for the project.

3.F.5.c. Eligible State Costs

Eligible State costs are determined in accordance with [Sections 3.K.-3.O](#) of this APG.

3.F.5.d. Additional Information

This section should include all other information the Owner and the design team feel is pertinent to the decision making process for the selection of a preferred option from the Feasibility Study. It should contain the below two sections.

- **Estimated Project Life Cycle Costs:** This section should estimate the annual project expenditures for the project over the first 30 years of the life of the facility. There are three required fields in the section. However, the LEA should use this portion of the form to fully investigate and inform themselves of the differences between the options during a 30 year life cycle of the building.
 - **Estimated Annual Energy Cost:** This should be determined using a Simple Box Model to estimate the energy usage for each option using accurate representations of project massing, location, percentage of fenestration, anticipated R-values, and the recommended HVAC systems.
 - **Estimated Annual Maintenance Costs:** This should represent the LEAs estimate of annual maintenance costs based on what has been spent in the past on similar projects. In this section, all unique or exceptional cases for each option should be added as separate line items.
 - **Estimated One Time Operations Costs:** This section should represent one-time operation costs such as equipment replacement or energy efficiency improvements that may be required at a later date and will be unique depending on options and systems selected for each option.
- **Additional Project Information:** This section should include any additional information pertinent to the decision making process for the selection of the preferred option.

3.F.6. Submission Process

To initiate review of a Feasibility Study, all required submission steps should be completed in the BMS [Feasibility Study Review process](#). Upon process initiation, LEAs will be prompted to select whether the submission is for a Feasibility Study or a Feasibility Study Waiver. The process will be routed back to the LEA for completion of requisite fields depending on whether they selected a Feasibility Study or a Waiver.

3.F.6. Process for Review and Approval

IAC staff will review Feasibility Study submissions and may ask for additional information to complete the Feasibility Study evaluation. IAC staff shall present the findings from their review and their recommendation to the IAC Executive Director who shall either approve or disapprove the Feasibility

Study. The IAC may elect to estimate the Maximum State Award (MSA) for an individual project to be based on the estimated construction cost for the alternative with the lowest life cycle costs. If the IAC elects to limit the MSA based upon the alternative with the lowest life cycle costs, this shall be noted on the computation supplement for the project and/or in the project description for the publication of the applicable funding program.

3.F.7. Feasibility Study Waiver

If, for a specific project, an overriding limitation exists that would preclude the use of the existing building or there exist no options that demolish less than 50% of the facility and would not result in major educational program deficiencies, the LEA may request a waiver of the requirement to conduct a Feasibility Study. To request this waiver, the BMS Feasibility Study Review process should be initiated, and the 'Feasibility Study Waiver' option should be indicated. The submission should be in compliance with the [IAC Feasibility Study Submission Checklist](#).

The LEA may also request that a Scope Study be performed in lieu of a Feasibility Study for projects that do not demolish all or over 50% of the existing building or projects that are not considered renewal projects. A Scope Study does not have to comply with all requirements of the Feasibility Study but can be geared toward project specific requirements in order to minimize the cost and effort of a full Feasibility Study. Scope Studies are recommended but not required for any project which is anticipated to impact multiple systems in a facility to ensure project budgets accurately reflect anticipated conditions.

3.G. Schematic Design (SD) Submissions

3.G.1. General

During the SD phase of a project, the LEA should work with the design team to explore alternative concepts that meet the project requirements. From these alternates, a preferred design should be selected and the SD submission should be prepared from this selection. Design contracts with the Architect/Engineer should define the requirements of the SD submission to include all items required on the [SD Submission Checklist](#) as well as the project requirements indicating anticipated project scope in GSF, project capacity and total project budget.

An SD submission to the IAC is required for all State funded nonsystemic projects or any project in which changes are made to the educational spaces layout or equipment. For projects that include changes to the educational programming of the school, such as renovations and replacement projects, Educational Specifications approval is required before proceeding to SD. For replacement of an existing school or projects proposing abandonment of an existing building or demolition of more than 50% of the building's gross square footage, Feasibility Study approval or approval of a Feasibility Study Waiver is required before a project can proceed into SD.

3.G.2. Purpose

The purpose of the SD submission is to allow the State to confirm that the project meets educational programming requirements for State funded facilities. This includes the following:

- Comparison to the educational specifications if applicable.
- Review of project estimates to ensure they are in keeping with anticipated standards.
- Review of the project schedule to ensure that timely submissions are planned in a manner that allows for expenditure of anticipated or allocated funding.
- Review of updates to project scope and changes to any applicable funding factors.
- Preliminary review of Eligible Enrollment if the project has not yet received construction funding.
- Preliminary estimation of GAB add-ons for CUS, Concentration of Poverty, English Learners and CTE.
- Confirmation that the project will achieve its intended purpose with the selected concept.
- Confirmation that the proposed option as outlined in the drawings and narratives meets the project requirements of budget, schedule, size and capacity.

Comments provided might include references to applicable Federal, State, and local codes but these are only provided to assist the LEA. Conformance to all codes and standards is strictly the responsibility of the LEA.

3.G.3. Applicability

An SD Submission to the IAC is required for all State funded nonsystemic projects or any project in which changes are made to the educational spaces layout or equipment. If deemed appropriate, the IAC Executive Director, in consultation with the OSF Executive Director, may waive this requirement at the request of the LEA for projects with minimal impacts to educational spaces.

3.G.3.a. State Superintendent Approval

Per Education Article §2-303(f), the State Superintendent of Schools approves or disapproves the designs and contracts for all projects in excess of \$1,000,000. In order to streamline process submission, the IAC and MSDE both utilize the BMS for review of SD submissions. No separate submission need be made to the State Superintendent for SDs.

3.G.3.b. Locally Funded Projects

Review of locally funded projects is through the MSDE Office of School Facilities (OSF), who have partnered with the IAC to use the BMS for these submissions to streamline submissions by the LEAs. Refer to locally funded project submission requirements on the [IAC website](#). LEAs should submit locally funded project SD submissions via the BMS Schematic Design Submission process, selecting the “local funds only” option.

3.G.4. Review Process

The IAC and MSDE work in consultation with one another and other partner agencies to complete design reviews. SD submissions are primarily reviewed by MSDE OSF. Required elements and submission instructions are listed in the [SD Submission Checklist](#), which should be submitted via the BMS's "Schematic Design Submission" process. After the submission has been deemed complete, OSF staff will perform a review and develop a set of comments distributed via an uploaded memo. OSF staff and/or the IAC may request a meeting to discuss these comments prior to finalization. Comment responses are expected from the LEA within ten business days of receipt of the comments. Once all comments have been satisfactorily addressed, OSF will inform the IAC that the project has met the requirements and will coordinate issuance of an approval letter by the State Superintendent of Schools. If at any point in the process it does not appear that the project will be able to meet applicable MSDE or IAC requirements, OSF will coordinate with the State Superintendent of Schools a letter indicating the unresolvable issues.

3.H. Design Development (DD) Submissions

3.H.1. General

During the DD phase of a project, the design team further refines the Schematic Design and evaluates and selects systems and materials for the project. The design team works closely with the Owner to develop and refine the project and provide drawings and specifications that define the design details, building systems, material selection, construction types, equipment and other components required to ensure delivery of the project. The design team also prepares a detailed cost estimate and project schedule to confirm that the design intent is achieved within the allocated project budget. All major design decisions should be finalized and approved by the Owner at the completion of the DD phase. The design team and Owner should endeavor to make coordinated and cost-conscious decisions that will provide optimum performance and reduce the long-term cost of ownership.

A DD Submission to the IAC is required for all State funded projects. The design scope should include all items required in the [Design Development Checklist](#). Project schedules should be coordinated to ensure all elements of this checklist are available in a timely sequence including site investigation as required, geotechnical reports, outline specification and detailed project cost estimate. These documents along with the completed submission package must be reviewed and approved by the Owner before submission to the IAC.

3.H.2. Purpose

The purpose of the DD submission is to confirm that the project meets educational programming requirements, ensure budget compliance, review details and material selection, and confirm that the timeline for project progress meets funding requirements. This includes the following:

- Review of furniture and equipment drawings to ensure compliance with educational specification requirements;
- Review of any changes to the design that has occurred since Schematic Design;

- Review of detailed cost estimate to confirm that cost control measures have been taken to ensure the project is on budget;
- Confirmation that the project remains on schedule and will meet the anticipated opening date;
- Review of alternatives to confirm the project includes the flexibility needed to account for changes in the bidding market;
- Detailed review of project systems, including layout and specifications, to ensure they are in conformance with State requirements;
- Review of project design parameters to ensure optimum efficiency has been achieved;
- Confirmation that the life cycle costs of the building systems selected were considered prior to selection; and
- Detailed review of design calculations include electrical, structural, mechanical and plumbing calculations.

3.H.3. Applicability

A DD Submission to the IAC is required for all State funded projects.

3.H.3.a. State Superintendent Approval

Per Education Article § 2-303(f), the State Superintendent of Schools approves or disapproves the designs and contracts for all projects in excess of \$1,000,000. In order to streamline process submission, the IAC and MSDE both utilize the BMS for review of DD submissions. No separate submission need be made to the State Superintendent for DDs.

3.H.3.b. Locally Funded Projects

Review of locally funded projects is through the OSF. Refer to locally funded project submission requirements on the IAC website and submit locally funded project DD submissions in accordance with the [MSDE Submission Requirements for Locally-Funded Projects](#) document.

3.H.4. Process

Required elements and submission instructions are listed in the DD Submission Checklist, which should be submitted via the BMS Design Development Submission process. DD reviews are conducted collaboratively by the MDGS Office of Design, Construction, and Energy and the OSF. MDGS staff serve as lead reviewers for State and Federally funded projects. OSF staff serve as lead reviewers for locally funded and forward funded projects.

Collaborative reviews are not required for charter school construction projects (unless State-funded and in an LEA-owned building), for which OSF will review, and for capital maintenance projects that do not involve spatial changes, for which MDGS will review.

Per COMAR 14.39.02.15D(1)(b), State funded, and forward funded projects for which State funding is anticipated at a later date, should not proceed to the Construction Document (CD) phase without receipt of a DD approval letter.

3.H.5. Combined DD and CD Submissions

MDGS may, on a case-by-case basis, approve the submission of a combined DD and CD submission. LEAs should contact the MDGS representative via email to request a combined DD and CD submission.

3.I. Construction Document (CD) Submissions

3.I.1. General

During the CD phase of a project, the design team prepares the documents required to ensure construction contracts include all information necessary to accurately bid and build the project. CDs clearly outline contractual requirements and specify the rights and responsibilities of all parties to the contract and should include all documents required including drawings, specifications, schedules, scopes, and contractual documents required to ensure completeness. The contents of the CDs provide the information needed to ensure compliance to the design intent and resolve any disputes. The design team and Owner should review updated cost models throughout the CD phase of the project to ensure project budgets and schedules can be met and that cost-conscious decisions are made that reduce the long-term cost of ownership.

A CD Submission to the IAC is required for all State funded projects. Design scope procurement should specifically include all items required for compliance to the CD submission requirements. Because CD approval is required prior to issuance of Bid Documents, design schedules should provide detailed deadlines to ensure timely submissions are coordinated with requirements of procurement and construction schedules. The completed submission package must be reviewed and approved by the LEA prior to submission to the IAC.

3.I.2. Purpose

The purpose of the CD submission is to ensure that all documentation is provided as required to conform with standards, provide the required outcome, and reduce long-term risks to State investment. The following are critical considerations in the CD review:

- Review of the complete Project Manual including all required specifications;
- Review of any changes since Design Development that could impact project outcomes;
- Review of detailed cost estimates to confirm that cost-control measures have been taken to ensure the project is on budget;
- Confirmation that the project remains on schedule and will meet the anticipated opening date;
- Review of alternatives to confirm the project includes the flexibility needed to account for changes in the bidding market;
- Detailed review of drawings to ensure the information is included at a level required to reduce risk and allow confirmation of compliance with State requirements; and
- Review of the project's contractual documents included in the front end of the Project Manual, including schedules, scopes, bid announcement, sample contracts and contract attachments, insurance requirements, prevailing wage, MBE, and other documents required to ensure completeness.

3.I.3. Applicability

A CD Submission to the IAC is required for all State funded projects. For projects of limited scope, a combined Design Development and Construction Document submission may be acceptable. The MDGS

in conjunction with the IAC must approve a combined submission prior to the LEA proceeding with submission.

3.I.3.a. State Superintendent Approval

Per Education Article § 2-303(f), the State Superintendent of Schools approves or disapproves the designs and contracts for projects in excess of \$1,000,000. In order to streamline process submission, the IAC and MSDE both utilize the BMS for review of CD submissions. No separate submission need be made to the State Superintendent for CDs.

3.I.3.b. Locally Funded Projects

Review of locally funded projects is through the OSF. Refer to locally funded project submission requirements on the IAC website and submit locally funded project CD submissions in accordance with the [MSDE Submission Requirements for Locally-Funded Projects](#) document.

3.I.4. Process

The IAC works with its partner agencies who assist in review of design submissions on behalf of the IAC. For State funded CD submissions, authority has been delegated to the MDGS. Required elements and submission instructions are listed in the [CD Submission Checklist](#). After the submission has been deemed complete, MDGS staff will perform a technical review and develop a set of comments distributed via an uploaded comment letter. Once all comments have been satisfactorily addressed, MDGS will inform the IAC that the project has met the requirements and will coordinate issuance of an approval letter. If at any point in the process it does not appear that the project will be able to meet applicable requirements, MDGS will coordinate with the IAC to issue a letter indicating the unresolvable issues.

An approval letter from MDGS is required before Bid Documents can be issued. Project schedules must be planned in order to achieve this requirement. If, for any unforeseen reason, this can not be achieved, please request consideration for an exception from MDGS and the IAC. This consideration will only allow Bid Documents to be issued and in no circumstance should LEAs open or accept bids on State funded projects prior to receipt of a CD approval letter.

Per Education Article § 2-303, the State Superintendent of Schools approves or disapproves school designs. In order to perform this function, the OSF works collaboratively with MDGS to conduct project reviews. In the case where collaborative reviews are required, OSF will provide separate review memos with comments that must be satisfactorily addressed for an approval letter to be issued. See the [IAC's website](#) for a more detailed description of the collaborative review process.

3.J. Pedestrian Safety Plans

3.J.1. General

The Safe Walk to Schools Act (2022 Md. Laws, Ch. 553) requires that a Pedestrian Safety Plan be included when applying for funding for certain types of projects. Pursuant to Education Article § 5-329(b)-(c), Annotated Code of Maryland, the IAC shall evaluate each submitted plan and approve it if

it complies with the requirements of the Act, but will not advise LEAs on the contents of a submitted Pedestrian Safety Plan.

3.J.2. Applicability

New School projects may be required to submit a Pedestrian Safety Plan at the time of funding application. If required, Pedestrian Safety Plans must be submitted with an LEA's CIP request before approval of construction funding will be considered. Planning approval and Project Development and Design approval may be granted before this requirement is met.

3.J.2.a. High-density County

High-density counties include Anne Arundel, Baltimore City, Baltimore, Howard, Montgomery, and Prince George's. A construction funding application for a new school project in a high-density county or for a project that will increase the capacity of the school by more than 100 students must include a pedestrian safety plan.

3.J.2.b. Low-density County

Low-density counties are any county not named in 3.J.2.a. A construction funding application for a new school project in a city with more than 10,000 residents for a new school or renovation or addition project that will increase capacity by more than 100 students must include a pedestrian safety plan.

3.J.3. Contents

Pursuant to Education Article, § 5-329(c), all Pedestrian Safety Plans are statutorily required to:

- Be developed in collaboration with the County Department of Transportation or equivalent agency of the local jurisdiction and the State Highway Administration;
- Be limited to the area surrounding the school for which the County Board will not provide transportation to students;
- Identify existing and potential safe routes for students to walk or bike to the school;
- Evaluate the infrastructure, including sidewalk infrastructure, along existing and potential pedestrian or cyclist routes to the school to determine whether increased capacity is necessary;
- Analyze existing and potential school zones, including the need for expanding school zones on State and county roads; and
- Include documentation of public participation and input related to the Pedestrian Safety Plan, including minutes from a public hearing and written comments.

3.K. Gross Area Baselines (GABs)

3.K.1. General

The Gross Area Baseline (GAB) is one of the core funding factors used to estimate the Maximum State Award for each new, replacement, or renewal capital project. The GAB represents the total Eligible Enrollment approved for the project multiplied by a predetermined square footage per student approved by the IAC plus program and population specific add-ons as applicable. This gross square footage per student has been developed by IAC staff to best represent the spaces required to deliver educationally appropriate facilities designed to support the delivery of State-required educational programs and services. Any funding required for gross square footage above the GAB for a project approved by the IAC is a local funding responsibility.

3.K.2. Process

The current GABs for elementary, middle, high, and combined schools can be accessed via the [GAB Calculator](#) on the IAC website. The calculation of Eligible Enrollment is outlined in [Section 3.D.5](#). The GAB may be adjusted by the IAC on a case-by-case basis, based upon presented evidence of program need. This process is outlined in [Section 3.K.5](#), GAB Variances.

3.K.3. Special Categories

See below for categories that have factors other than the typical GAB calculator.

3.K.3.a. Alternative Education Separate School

The GAB will be determined by program offerings and will be reviewed on a case-by-case basis. When beginning planning of an Alternative Educational Program, please consult with IAC staff to determine project eligibility.

3.K.3.b. Auditorium Addition

When constructed as a separate project, the GAB will be determined on a case-by-case basis.

3.K.3.c. Career and Technology Education (CTE) Separate School

The GAB will be determined on a case-by-case basis based upon program offerings, with consideration for the area included in the CTE Add-on, the total student capacity of the school, schools of similar function, and unique requirements for separate CTE centers such as administrative and student support spaces.

3.K.3.d. Cooperative Use Space (CUS)

Based upon program offerings, an additional area allowance for CUS can be granted for up to 3,000 GSF. Area that qualifies for the CUS Add-on is area not required by the educational program but is provided to support a non-LEA partner. This space should support the school and community that the facility is designed to serve and can be a shared-use space. A letter of intent from each planned community partner is required for a preliminary funding award. Determination of the size of the add-on will be made by the IAC based on project design and planned programming. Final award of funding for spaces shared with community partners requires an executed MOU which must be provided by the LEA prior to project closeout. If an executed MOU is not provided, any award of preliminary funding will be removed from the project.

The IAC makes limited exceptions for cooperative use spaces provided directly by the LEA, for the following spaces:

- Clothing pantries
- Food pantries
- Personal care suite
- Parent volunteer room

See [Section 3.Q](#) for specific CUS requirements.

3.K.3.e. Fine Arts High School

A GAB variance will be considered for a Fine Arts High School based on the program offerings, and with consideration of school operational strategies, such as whether portions of the facility are used by students attending other high schools and whether the school is providing core high school requirements or programming.

3.K.3.f. Gymnasium Addition

When constructed as a separate project, the GAB will be determined on a case-by-case basis.

3.K.3.g. Kindergarten and Prekindergarten

When constructed as a separate project, the GAB shall be determined by using the Kindergarten and Prekindergarten Addition Worksheet. This provides up to 1,800 GSF per classroom for both new and renovated classrooms. This allowance is intended to provide consideration for additional building and student support spaces that might be required to support the addition. If the actual design size of the project is below this allowance, the GSF of the project will be used to determine funding.

3.K.3.h. Special Education Separate Day School

The GAB will be determined based upon program offerings and on a case-by-case basis.

3.K.3.i. Swimming Pool

A swimming pool may be designed within the GAB square footage. No additional square footage will be eligible in order to accommodate a swimming pool.

3.K.4. GAB Add-Ons

The IAC may allocate additional GSF for schools with certain student population make-ups or programs, provided that these spaces address specific needs. The LEA shall submit a space summary detailing the use of the additional GSF in their request for additional GSF. The GAB will be increased without a GAB variance in the following cases only:

3.K.4.a. Concentration of Poverty (CPG) Add-on

Applicable to all schools with a CPG population above 55%. The size of the add-on will range from 1,000 to 3,500 GSF based on the percentage of CPG and the size of the total school population.

- For an Eligible Enrollment less than 600, a minimum of 1,000 GSF for 55% CPG to a maximum of 2,500 GSF for 80% or more CPG will be applied on a sliding scale.
- For an Eligible Enrollment of 600 to 900, a minimum of 1,500 GSF for 55% CPG to a maximum of 3,000 GSF for 80% or more CPG will be applied on a sliding scale.
- For an Eligible Enrollment above 900, a minimum of 2,000 GSF for 55% CPG to a maximum of 3,500 GSF for 80% or more CPG will be applied on a sliding scale.

3.K.4.b. English Language Learner (EL) Add-on

Applicable to all schools with an EL population above 10%. The size of the add-on will range from 500 to 2,500 GSF based on the percentage of EL and the size of the total school population.

- For an Eligible Enrollment less than 600, a minimum of 500 GSF for 10% EL to a maximum of 1,500 GSF for 50% or more EL will be applied on a sliding scale.
- For an Eligible Enrollment of 600 to 900, a minimum of 1,000 GSF for 10% EL to a maximum of 2,000 GSF for 50% or more EL will be applied on a sliding scale.
- For an Eligible Enrollment above 900, a minimum of 1,500 GSF for 10% EL to a maximum of 2,500 GSF for 50% or more EL will be applied on a sliding scale.

3.K.4.c. Career and Technology (CTE) Add-on

CTE programs approved by MSDE are allowed additional GSF based on the program size category. See the Table of Size Category per CTE Program in [Appendix A](#).

3.K.5. GAB Variances

Because GABs are based upon common practices in educational program delivery and facility-space allocations, the IAC allows LEAs to request a variance to the baselines on a case-by-case basis for special or unique circumstances

3.K.5.a. Submission Process

As part of a variance request, the LEA shall provide all information required to support the request which can include furniture and equipment plans; descriptions of special programs or delivery methods; floor plans for existing and proposed facilities; room utilization analysis; historical data; student-population data; site-specific information; and any other documentation needed to clarify the requirement and quantify the request. To request a variance, the LEA should complete the Gross Area Baseline Variance Request process in the BMS.

3.L. Maximum State Award (MSA)

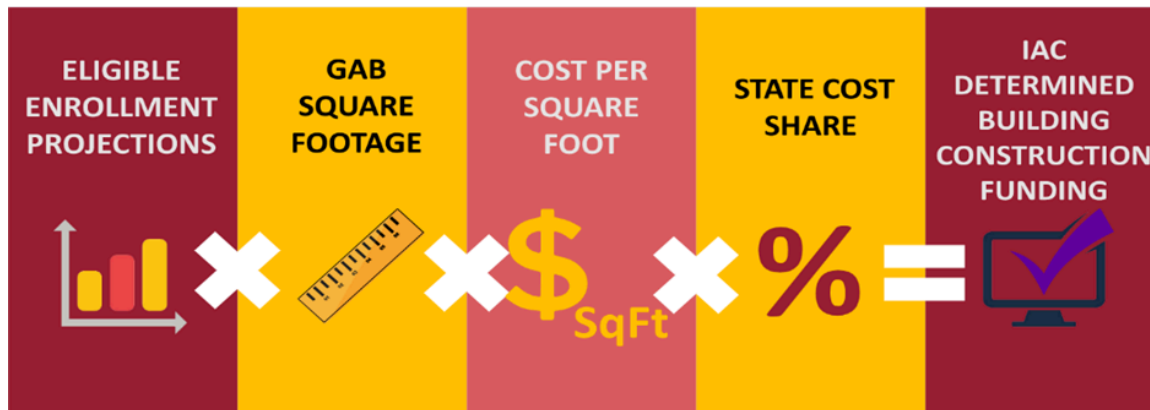
3.L.1. General

COMAR 14.39.02.07 defines the MSA as “the maximum amount the State may fund of eligible costs for each public school construction project.” The MSA for each approved school construction project is established by the IAC and set at the first year of construction funding. Actual funding is based on the eligible actual costs based upon IAC approved contracts. For forward-funded projects, the MSA is set based upon the factors (cost per square foot, GAB, etc.) in place at the time of the project bid date.

3.L.2. MSA Formula

3.L.2.a. General

The formula used to create the MSA varies based on project category and type. For new facilities and replacement or renewal of school facilities that are at least 16 years old, the MSA is calculated based on the Eligible Enrollment multiplied by the GAB square footage, which is then multiplied by the per square foot building construction cost, and finally by the State cost share percentage. The graphic below demonstrates the formula used to calculate the MSA.



3.L.2.b Process

COMAR 14.39.02.07 directs that for new construction projects, the IAC multiplies the lesser of the Gross Area Baseline or the actual project gross area by the average Statewide per square foot school building cost, which is based on actual bids received for new school construction in the prior year and information derived from industry sources. It is then determined whether Cooperative Use Space (CUS), concentration of poverty, English learners, GAB variance, and/or career and technical education gross square foot add-ons and site development costs are applicable add-ons to factor into the MSA calculation. These costs along with Project Development and Design fees and Furniture, Fixture, and Equipment (FF&E) costs are included in the total estimated eligible project cost, if applicable, which is multiplied by the State cost share for the LEA, including applicable State cost share add-ons. The State will not participate in any project costs that exceed the MSA.

3.L.2.c. Funds from Other State Sources

School construction projects may be eligible for grants or awards from other State sources, such as by direct appropriation in the State budget bill or through a grant administered by an agency such as MDGS or the Maryland Energy Administration. LEAs must declare the approval or intended application of funds from any other State source with each request for school construction funds from the IAC. Funds from other State sources may not be used as the Local share for any school construction project. In order to ensure that local share requirements are met, the total project cost should be reduced by funds from other State sources before the IAC's Maximum State Award is calculated as described in [Sections 3.K.](#) to [3.O.](#) Please contact IAC staff with any questions about the impact of other State funds on project funding and eligibility.

3.L.2.d. Specific Requirements by Project Type

Renovation projects are calculated based on the estimated cost of construction that may not exceed the estimated eligible cost for the renewal of the school facility.

Capital Maintenance (Systemic Renovation) projects are calculated based on the estimated construction costs. Requests for funding that are considered significant may require the submission of supporting documentation.

Replacement projects require a feasibility study if more than 50 percent of the gross square footage is being abandoned or demolished. Based on the evaluation of the feasibility study, the IAC may establish

the MSA based on the cost of the renovation of the existing school building. If the State approves renewal of the existing school building and the LEA constructs a replacement school, the MSA will be the lesser of the renewal or replacement eligible costs. See [Section 3.F](#) for feasibility study and feasibility study waiver requirements.

3.L.3. Maximum State Award (MSA) Increase Requests

3.L.3.a. General

LEAs have the ability to request changes to their Maximum State Award. For information on instances when the MSA can be modified, please reference COMAR 14.39.02.08.

3.L.3.b. Process

The LEAs must submit a letter addressed to the IAC Executive Director, explaining their request and reasoning for a request for an increase to the MSA. The letter must contain all elements required by COMAR as part of the request and review process. For additional information, LEAs should contact their [assigned Capital Projects Manager](#).

3.L.3.c. IAC Approval

All requests for MSA increases need to be approved by the IAC at an IAC meeting.

3.M. Statewide Per Square Foot School Building Cost

3.M.1. General

COMAR 14.39.02.07F requires the IAC to establish the average Statewide per-square-foot school building cost for a given calendar year by July of the prior year.

3.M.2. Process

The calculation of a Statewide cost per square foot for school buildings is based on bids received for new school construction in the prior year, analysis related to local Pre-K–12 construction market and cost information derived from industry sources, as applicable. The adopted figure may be adjusted by the IAC to reflect market conditions before approval of the final State CIP.

3.N. State-Local Cost Share Percentage

3.N.1. General

Many IAC programs utilize the State-Local Cost Share percentage. For more information about program specific requirements, see each program's instructions.

3.N.2. Process

The State-Local Cost Share percentage is recalculated every two years based on factors codified in COMAR 14.39.02.06D. See [State-Local Cost Shares on the IAC website](#) for additional information.

3.N.3. State Cost Share Add-Ons

Some projects are eligible for add-ons to the State-Local cost share in accordance with Education Article § 5-303(k), Annotated Code of Maryland.

3.N.3.a. Concentration of Poverty

A project funded by the IAC will be eligible for an increase to its State cost share based on its Concentration of Poverty (CPG) as defined in Education Article, § 5-223(a)(3), in the following circumstances:

- If the facility where a proposed construction project is intended to occur has a CPG of 80% or greater, the project is eligible for a 10% increase to its State cost share; or,
- If the facility where a proposed construction project is intended to occur has a CPG of less than 80% but greater than 55%, the project is eligible for a 5% increase to its State cost share.

3.N.3.b. Maintenance Effectiveness

A project funded by the IAC will be eligible for a 5% increase to its State cost share if the proposed project is at a facility which meets one of the following criteria:

- The facility received a 'Good' rating on its most recent Maintenance Effectiveness Assessment by the IAC.
- The facility received a 'Superior' rating on its most recent Maintenance Effectiveness Assessment by the IAC.
- The facility received an 'Adequate' rating on its most recent Maintenance Effectiveness Assessment by the IAC and the school's current SFA projected lifespan as a percentage of expected useful lifespan is at least 120%.

3.N.3.c. Net Zero School

A project funded by the IAC will be eligible for a 5% increase to its State Cost Share if the facility is designed to be Net Zero Ready and meets at least one of the following criteria:

- The LEA will purchase renewable energy sources on the project site as part of the facilities construction contract that complies with the Net Zero School definition.
- The LEA will enter into a Power Purchase Agreement with a provider to install a renewable energy source on the project site that complies with the Net Zero School definition.
- The LEA has established a financial plan in which they will purchase or lease and install a renewable energy source on-site within two years of the start of building operations that will be sized to comply with the Net Zero School definition.
- See definitions in [Section 1.C.](#) for the requirements of a Net Zero School.

LEAs who are eligible for the Net Zero increase to its State cost share, but currently have a State cost share of 96% or above, and are unable to utilize this incentive may be eligible for an increase to the cost-per-square-foot equal to the value of a 5% increase to their State Cost Share, minus the value of the difference between 100% and the applicant project State cost share including add-ons pursuant to COMAR 14.39.02.06E.

3.0. Expenditures Eligible and Ineligible for State Funding

3.0.1. Eligible Project Classifications and Expenditures

3.0.1.a. Addition

Projects that add space to an existing school to provide additional student capacity, enhance educational programs, or both. Eligible project costs may include limited funding for portions of the

existing building that may be renovated in order to allow connection to the new additions. Projects that add space may be combined with renewal or renovation projects.

3.O.1.b. Capital Maintenance

Sometimes referred to as a 'systemic renovation'. Projects that include the renovation, replacement, or enhancement of a specific building system. Eligible project types include, but are not limited to, roofs, boilers, chillers, doors and windows, electrical, structural, and vertical conveyance systems.

3.O.1.c. Renovation

Projects that upgrade an existing building or site, or a portion of a building or site, by installing, upgrading, replacing, or renovating at least five building systems or system components. Eligible project costs may include reasonably related components of other building systems or educational enhancements as determined by the IAC. Systems included in the scope of renovation are not eligible for State funding within fifteen years of the renovation project.

3.O.1.d. New Construction

A project to build a new school where additional capacity is needed.

3.O.1.e. Open Space Enclosures

Rooms in instructional areas in which the classrooms are not enclosed by permanent construction and allow the transmission of sound between rooms, with or without temporary partitions. Open space enclosure projects add permanent floor to ceiling acoustical enclosures to eliminate open space classrooms.

3.O.1.f. Relocatable Classrooms

A project to relocate State-owned relocatable classrooms from one site to another, either within an LEA or between LEAs, based on projected enrollments, educational programs, or the need for temporary classrooms during construction. Requests will be evaluated by the IAC based on whether the relocatable will be in use for at least two years at the requested site, how the relocatable will be used, and if the relocatable can be installed in a manner that will not interfere with construction work associated with proposed renovations, additions, or new construction. For information regarding the demolition of State-owned relocatables and the funding of said demolition, see [Section 2.I.](#)

3.O.1.g. Renewal

A project that renovates a school and results in a facility FCI of 15% or lower, as estimated by the IAC based upon a calculation performed at the CD submission. A renewal project endeavors to achieve the current educational and building performance qualities of a new school facility. A renewal project precludes further participation by the State within fifteen years after the project is placed in service.

3.O.1.h. Replacement

Projects that replace the entirety or a majority of an existing school where an analysis, as required by the Feasibility Study Cost Estimate guide, demonstrates that replacing rather than renovating the school is programmatically and financially the most advantageous.

3.O.1.i. Pre-K and K Additions

Projects that add Kindergarten or Prekindergarten classrooms and/or support spaces to support the Blueprint For Maryland's Future universal Prekindergarten mandates. The IAC will evaluate each K and Pre-K project against data on both the supply of and the projected demand for such seats in the region and may determine eligibility for State funds within the context of statewide needs.

3.0.2. Other Eligible Expenditures & Type-Specific Funding Requirements

3.0.2.a. Project Development and Design

Project-development costs including feasibility studies, educational specifications, equipment specifications, and other work that occurs prior to the start of design, as well as design expenses and related costs such as architectural and engineering fees, construction-management services, geotechnical surveys, and other services necessary to complete design specifications for a project are eligible for State funding up to a total of 10% of the building and site costs.

3.0.2.b. Furniture, Fixtures, and Equipment (FF&E)

When a project is awarded State funds, the MSA may include up to 5% of the building costs for furniture, fixtures, and equipment with a minimum useful life of 15 years or more, subject to the applicable program's APG, so long as the scope of the project requires it. LEAs should not request funding for FF&E if their estimate of construction cost already includes FF&E. Regardless of whether FF&E was specifically identified on the approved project worksheet, it is an eligible cost for projects where the scope requires provision of FF&E, and contracts can be submitted to utilize funds up to the MSA either as stand-alone FF&E contracts, or as components of other construction contracts, provided that the LEA provides information sufficient to show that the items are eligible.

3.0.2.c. Roof Projects

Roofing projects are capital maintenance projects that replace all or part of a facility's roof including flashing, coping, parapets, and other accessories. All roof projects paid for with State funding, either as a stand-alone project, or as part of a larger renovation project, must comply with State roofing policy. The State's roofing policy is created and revised by MDGS, and can be found [on their website](#).

3.0.2.d. Non-LEA Owned and Leased Facilities

Under [IAC policy](#), LEAs may apply for funding via the Capital Improvement Program (CIP) for capital improvements of facilities leased by an LEA or a public charter school for public school purposes. All funding granted can only be used toward the funding of eligible expenditures and project types as defined above within this section. A leased facility that wishes to utilize IAC funding must be under a lease for public school uses for at least 25 years after project closeout. If the facility is not used as a public school facility for more than two school years within the 25-year period after project closeout, the LEA must repay the State within two fiscal years a prorated amount of project funding based on the number of years between the date the leased facility ceased to be used for a public school purpose and 25 years from project closeout.

3.0.3. Ineligible Expenditures

3.0.3.a. General

Expenditures ineligible for State funding are documented in COMAR 14.39.02.13.

3.0.3.b. Ineligible Items and Expenditures

- Items that have a median lifespan of less than 15 years
- Building systems or portions of buildings that have been upgraded, renovated, or replaced within the past 15 years
- Items that are not considered reasonable to support the necessary activities of a school
- Site acquisition

- Master plans
- Items not clearly related to the project school or for ambiguous deliverables
- Ancillary construction costs (such as permits, bid advertising, water and sewer connection charges, models, renderings, etc.)
- Leasing or purchasing school facilities except as provided in Education Article § 4-126, Md. Ann. Code
- Construction inspection services
- Relocation costs for site occupants
- Salaries of local employees
- Construction of administrative or support facilities (such as regional or central administrative offices, warehousing, resource, printing, vehicle storage, maintenance facilities, etc.)
- Consumables
- Contingencies
- Temporary storage facilities
- Offsite expenses and development costs (including driveways, etc.)
- Generators sized to support more than only the emergency functions in the educational facility, including operation of the emergency systems (such as lighting, food storage, and water purification), communications systems (including broadband), and security systems
- Allowances, except when the IAC Executive Director has granted an exemption on a case-by-case basis for an allowance that 1) was recommended by the project architect or engineer of record, and 2) that specifies a unit cost to establish a price for a known product where the number of units cannot be defined in advance

3.P. High Performance Green Building Program (HPGBP) Requirements

3.P.1. General

In accordance with State Finance and Procurement Article §§ 3-602.1 and 4-809, and Education Article § 5-312, new buildings, and projects that qualify as “major renovations” under State Finance and Procurement Article, § 3-602.1(a)(3) that receive State funds are subject to the requirements of the High-Performance Buildings Act. See the Maryland Green Building Council’s [High-Performance Green Buildings Program \(HPGBP\) document](#) for requirements. As these requirements may change from time to time, and multiple compliance options may exist, please consult the IAC’s Capital Projects staff with regard to applicable requirements and solution options for each project subject to the HPGBP.

3.P.2. Planning, Design, Construction

The LEA shall notify the IAC of its intended method of compliance with the HPGBP, and include a statement of intent in its Capital Improvement Program (CIP) request, feasibility studies, and educational specifications. Inclusion of statements will be a condition for eligibility for planning and funding approval. The LEA shall submit at each stage of design a written description of the high-performance-design principles that will be incorporated into the project. The description should

include verification of the ability to achieve the required rating or certification based on a scorecard or checklist.

3.P.3. Certification of Compliance

Per Education Article § 5-312(c), new public school buildings shall be constructed as high-performance buildings. High performance buildings, as defined in State Finance & Procurement Article § 3-602.1, are required to use one of the three approved green building rating programs or codes in the design, construction and operations of facilities. Those include the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED), International Green Construction Code (IgCC) as adopted by the State of Maryland or the local jurisdiction, or the Green Building Initiative (GBI) Green Globes rating system. Certification by the rating organization of compliance with High Performance Requirements is not required; however, third-party verification of compliance is required to be submitted to the IAC within two months of the project construction closeout. See the Maryland Green Building Council's [HPGBP document](#) for detailed information.

3.P.4. Waiver

Per Education Article § 5-312(d), an LEA may request a waiver from complying with all or specific requirements of the HPGBP when compliance would not be practicable. A request may be made for a waiver of a particular LEED prerequisite or credit, an IgCC provision, or to allow use of another alternative green building rating system or code in lieu of those listed in the HPGBP. The LEA shall submit a waiver application to the IAC by emailing the application documents to iac.pscp@maryland.gov. Waiver requests should be submitted at least 30 days prior to the owner's submission of the Schematic Designs to the State for approval. A determination of approval will be made at a public meeting of the IAC. The application shall include the following:

- A physical and financial description of the project, funding source and schedule of design and construction
- An explanation of why compliance with the specified requirement(s) of the HPGBP is not practicable to achieve
- An analysis of whether relief can be granted in such fashion that the spirit of the requirement(s) will be observed and the natural environment protected
- A description of the proposed alternative compliance path or mitigation measure(s) or other construction method, strategy, or material that the LEA offers in lieu of strict compliance with the HPGBP requirement(s); and
- Any other information of relevance to the waiver request.

3.Q. Cooperative Use Space (CUS)

3.Q.1. General

Cooperative Use Space (CUS) refers to space within an educational facility that is not required to deliver the educational program but is provided to support the needs of the school community and often includes use of the space by a non-LEA partner entity. CUS is above and beyond the size of school function areas required by the LEA to deliver the educational programming, but may also be shared by

the school to enhance program delivery. Up to 3,000 gross square feet of CUS are eligible for State participation as part of an eligible new, replacement, or renewal project. Up to 3,000 gross square feet of CUS may be eligible as part of an approved addition or renovation project, unless the facility had previously received State participation for CUS.

3.Q.2. Applicability

Example uses for CUS include health and wellness clinics, food pantries, recreation centers, branch libraries, or storage rooms for aftercare programs or Parent-Teacher Organizations used to serve school children and the general community. CUS may be requested through any IAC program that funds new, replacement, renewal, or addition projects.

3.Q.3. Eligibility Requirements

In order to be eligible to request and receive the CUS gross square footage add-on:

- CUS should be included in the Ed Specs phase to provide clear direction throughout design;
 - All subsequent design submission should continue to identify and separately provide a total for CUS spaces;
 - The IAC allows limited exceptions for CUS provided directly by the LEA for:
 - Clothing pantries
 - Food pantries
 - Personal care suite
 - Parent volunteer room
- For CUS provided by the LEA, a BOE approved Ed Specs that lists these spaces and the purpose of each space is required.
- At the time of application for construction funding, requests for projects with CUS should include a complete and accurate description of the programs that will occupy requested CUS in the "Project Description" field on the 102 Form.
 - For projects that involve both new and existing square footage, indicate whether the CUS is in the new or the existing square footage (or both). Indicate the age of all existing square footage that will be impacted.
 - The description should indicate if the project includes both school managed or partner agency managed CUS.
 - For a CUS that involves third party, a letter of commitment from the nonprofit, third party organization, or partner agency to the BOE agreeing to establish or continue the program for which the additional state-square footage is requested. The letter of commitment must include the intent to establish an MOU between the BOE and the organization.
 - Evidence of BOE approval of the Educational Specifications which listed the spaces provided or a letter of approval from the BOE or Superintendent supporting these spaces.
 - Final authorization of the total GSF of CUS that will be included in the add-on will be verified based on the latest design submission and will be a factor of the total NSF multiplied by either a 70% for elementary schools or a 67% for secondary schools net to gross efficiency factor.

3.Q.4. CUS Project Closeout Requirements

Upon occupancy of a facility for which the IAC has provided funding for CUS, the LEA must provide a signed MOU providing for shared use of CUS for any CUS spaces shared with third parties. Failure to provide the MOU may result in a reduction of eligible costs at the time of project closeout and a refund may be due to the State.

3.R. Career and Technical Education (CTE)

3.R.1. General

Maryland's CTE programs of study are statewide programs designed to prepare students for the global economy and workforce needs. Any non-Capital Maintenance project in a building that includes CTE programming requires review of CTE spaces by MSDE and the IAC. The IAC provides an add-on of gross square footage to the Gross Area Baseline to support CTE programs recognized and approved by MSDE. This includes programs in comprehensive high school settings, magnet programs, and stand-alone CTE centers that provide CTE education exclusively for students who received the remainder of the education at their home school. For LEAs to receive this add-on and the additional funding associated with it, they must comply with the necessary steps established by the IAC. See [Section 3.K.](#) on GABs and [Appendix A](#) for further details on program types and sizes.

3.R.2. Process

3.R.2.a. Approval of SD and Planning

LEAs should obtain a letter of support from the Office of College and Career Pathways (OCCP) at the earliest possible time in the design process. This letter serves as an agreement between the LEA and OCCP on the proposed programs of study offered at the proposed CTE facility. Both stand-alone facilities that offer CTE programs and CTE programs at comprehensive high schools are required to obtain the letter of support. The letter of support must be obtained prior to Schematic Design (SD) approval. For information on obtaining a letter of support from the OCCP, refer to [MSDE's Facilities Guide for Career and Technical Education Program Support for New, Replacement, Renovated, or Expanded Facilities](#).

3.R.2.b. Approval of Construction Funding

Once the project proceeds to the request for construction funding, the LEA must provide, along with the letter of support from OCCP, an area summary that shows the spaces being provided for each approved program of study. In some cases, multiple classes are supported with the same program of study and these might share spaces. The LEA should provide clear delineation when this occurs to identify which spaces are being used by which program. IAC staff will review the area summary and determine the final GAB Add-on. It will include the lesser of the sum of the GABs for the approved programs of study in accordance with COMAR 14.39.02.07E(6) or the actual area being provided in the program that is over and above the area provided for a typical classroom. These calculations will use an efficiency factor of 67% to adjust net square footage provided in the area summary to gross square footage included in the add-on. A [GAB Add-on Calculator](#) is provided on the IAC's website for preliminary planning purposes.

3.R.3. Exceptions

Projects requesting State funding for project development and design may be considered prior to the issuing of the OCCP letter of support. Design funding support will be calculated based on the GAB established per the school's Estimated Eligible Enrollment with the CTE Add-on and will be adjusted at the time of construction funding if the support letter is not provided.

3.S. Regional Special Education

3.S.1. General

Regional Special Education programs are programs independent from traditional educational programs that are housed either in independent facilities, serve as independent programs in collocated facilities with traditional educational programs, or are functioning within a school but serve students coming from outside that school's attendance zone. LEAs may receive funding for Regional Special Education facilities in the CIP provided they comply with the necessary steps established by the IAC.

3.S.2. Applicability

Construction projects that change the capacity of existing programs or create new Regional Special Education programs require review by MSDE's Division of Early Intervention and Special Education Services (DEI/SES). Projects involving Regional Special Education programs must have a letter of support from MSDE's DEI/SES. The letter of support is a prerequisite for Schematic Design approval, support of planning by the IAC, and construction funding for a capital project that involves a comprehensive school that includes Regional Special Education programs.

3.S.3. Process

LEAs should obtain the Regional Special Education program letter of support from MSDE's DEI/SES prior to an application for funding. To obtain the letter of support, follow the instructions outlined in MSDE's [Guide for Obtaining Special Education Program Support for New, Replacement, Renovated, or Expanded School Facilities](#). LEAs are required to include the letter of support when applying for CIP funding in the BMS CIP Funding Application process, under the section 'SE and CTE.'

3.S.4. Exceptions

A letter of support from MSDE's DEI/SES is not required for Regional Special Education projects that do not change an existing Regional Special Education program in capacity or delivery of educational services, nor for a non-regional school construction project within a school that contains special education classrooms.

3.T. Procurement Requirements

3.T.1. General

LEAs must follow all Statewide procurement requirements as outlined in both the State Finance and Procurement Article, Annotated Code of Maryland, and Title 21, State Procurement Regulations in

COMAR for any projects that utilize State funds. Regulations specific to school construction procurement can be found in COMAR 14.39.03.

3.T.1.a. Suspended Contractors

Recipients of State funds are prohibited from contracting with individuals or firms that are suspended or debarred from doing business in Maryland. To see if a given contractor has been debarred, see the list of debarred contractors on the [Board of Public Works website](#).

3.T.2. Applicability

Projects that utilize State funds must follow procurement procedures outlined by the Office of State Procurement (OSP) in the Maryland Procurement Manual, [found on the OSP website](#). This includes regulations as they relate to bid posting, solicitation, as well as eventual contract selection. For specific questions regarding the award of contracts as it relates to school construction projects, LEAs should see [Section 3.U](#), and contact their assigned CPM or the IAC's Chief Financial Officer if necessary.

3.T.3. Minority Business Enterprises (MBE)

State funded projects are required to have a goal percentage of MBE participation established for all project bids and contract submissions. LEAs with questions about MBE participation and the associated regulations should refer to the Governor's Office of Small, Minority, & Women Business Affairs (GOSBA)'s [website](#). The IAC is not responsible for the creation of, implementation of, or compliance with MBE regulations but reviews contract submissions to confirm that the appropriate documentation has been provided prior to approval.

3.T.4. Prevailing Wage

Certain types of contracts for State funded projects are required to comply with prevailing wage requirements. Prevailing wage law requires that contractors and subcontractors pay employees performing public work a prevailing wage rate that is established by the Commissioner of Labor and Industry. In accordance with the State Finance and Procurement Article § 17-201, prevailing wage applies to a public work project, including school construction, when the contract value is \$250,000 or greater and there is State funding for 25% or more of the contract. In addition, prevailing wage law applies to mechanical service contracts with a value greater than \$2,500. For more information regarding prevailing wage rates, and prevailing wage law, refer to the [Maryland Department of Labor's Division of Labor and Industry](#).

3.T.4.a. Davis-Bacon Act

The Davis-Bacon Act is a federal law which requires prevailing wage rates on federally funded or assisted contracts over \$2,000. These prevailing wage rates are established by the United States Department of Labor. If a given project has over \$2,000 of federal funds in addition to State funding, then the Davis-Bacon Act wage will be followed, rather than State prevailing wage requirements, and the U.S. Department of Labor will monitor compliance.

3.U. Construction Contract Approval

3.U.1. General

Approval of the construction contract by the IAC is required of all State-funded projects.

3.U.2. Applicability

Approval of contracts is required regardless of the value of the contract. IAC funding is limited to the Maximum State Award, as identified in the approved applicable program approval document and approved funding awards. If the lowest responsive bidder's proposal exceeds the Maximum State Award, the LEA can:

- Supplement awarded State funds with local funding,
- Revise and rebid the project, or,
- Cancel the project and revert available funding to the appropriate reserve fund in accordance with Education Article § 5-303(j) or applicable program procedures.

3.U.3. Process

LEAs should submit a Contract Approval process in the BMS for all contracts individually; no combined submissions are permitted. Authority to approve contracts with a total value under \$100,000 is delegated to IAC staff. All contracts over \$100,000 must be approved at a monthly IAC meeting. Accordingly, LEAs should submit contracts with a total value of \$100,000 or greater by the deadline indicated on the [IAC Meeting and Approval Schedule](#), available on the IAC's website, for a given meeting to ensure timely approval. Contracts with a total value under \$100,000 can be submitted at any time, and will be reviewed on a rolling basis by IAC staff.

Following approval, LEAs can generate and export a Contract Approval Report in the BMS as a record for approval. A user guide for generating this report is available [on the IAC website](#).

If additional funds are awarded to a project that has a previously approved contract, the contract can be revised to adjust the State funding available to be paid towards the contract.

If a project and/or contract is canceled, the LEA should notify their assigned Capital Projects Manager to request a revision.

3.U.4. Submissions

Contract Approval requests should be made via the Contract Approval process in the BMS. Submitters should complete all required fields and any additional information available. Processes will be routed depending on value, and only contracts over \$100,000 will be brought to an IAC meeting.

3.U.5. Change Orders

Pursuant to Education Article § 5-314(c)(1) and COMAR 14.39.02.15G, an LEA shall maintain contingency funds for change orders and may issue change orders without prior approval of the IAC. However, pursuant to Education Article § 2-303(f)(1)(iv), any change order that costs more than \$50,000 shall be approved by the State Superintendent, or the State Superintendent's designee, and

should be submitted to MSDE in accordance with OSF instructions. The IAC does not fund change orders.

3.U.6. Program Exceptions

Contracts for projects funded entirely with BTL funds are approved by the Maryland Stadium Authority (MSTAD) rather than the IAC. LEAs should contact the MSTAD for approval details. Contract approval is not required for projects funded solely with PTG funds. SSGP projects require IAC contract approval, but should be submitted via the SSGP Contract Approval process in the BMS.

3.U.7. Contract Approval for Locally-Funded Projects

Contracts for Locally-Funded projects are required to be approved by the State Superintendent. Submit BOE approval action, bid tabulation, and a description of bid alternates accepted in PDF format to myron.mason@maryland.gov within ten calendar days of board action.

3.V. Submission for Payment

3.V.1. General

The LEA is responsible for assuring that all charges applied to a project as a State expense are eligible for State funding. Projects that are procured by the LEA in the expectation that they will be funded in a future year Capital Improvement Program (forward-funded projects) are required to follow State requirements and procedures for project procurement, project delivery, and alternative financing, as applicable. The LEA is responsible for determining the validity of the contractor's requisition for services.

3.V.2. Submission Process

Upon review and approval by the LEA, requests for payments to contractors and/or reimbursement to LEA shall be submitted through the Invoice/Reimbursement Request process in the BMS. All submissions for payment must be certified by the contractor, an authorized official of the LEA, and, if applicable, the project architect. See [Section 2.J.](#) for further information on designating an authorized LEA official prior to submission.

Submissions must include:

- All related contractor or supplies invoices or pay applications;
- Payee's federal Employer Identification Number (EIN), or, social security number if no EIN has been assigned;
- For LEA reimbursements, the LEA Voucher Number;
- For LEA reimbursement, proof of payment made by the LEA to the vendor or contractor, such as bank canceled checks or proof of ACH from the banking institution.

Upon receipt of notice from the General Accounting Division that payment has been made, the IAC will send notification via the BMS to the LEA with the document number and date of payment.

3.W. Emergency Management Shelter Compliance

3.W.1. General

Emergency Management Shelters serve as temporary shelters for a community before, during, and/or after an emergency event. Each county/city board shall determine which public schools within the jurisdiction of the county board shall be designated as emergency management shelters.

For any project involving a replacement or upgrade of the electrical system, emergency management shelter compliance requirements must be met. LEAs are responsible for determining whether or not a school facility will be used as an emergency management shelter, based upon consistency with their local emergency management plan and funding considerations.

3.W.2. Requirements

3.W.2.a. Designating a Facility an Emergency Management Shelter

The local county or city board should determine whether a chosen facility is consistent with local emergency management plans prior to selecting it as a designated emergency management shelter. When an LEA and local government determines that a given school should be used as an emergency management shelter, local officials shall consult with the Maryland Department of Emergency Management (MDEM) to determine areas of the facility necessary for public safety in the event of the facility being used as a public shelter during a declared emergency.

3.W.2.b. Requirements for Shelters

LEAs shall ensure that the areas determined to be emergency management shelters are designed and constructed to be fully powered in the event of an emergency, either via a permanent, on-site emergency power source, or other means to accept a temporary emergency power source. This can be by way of a generator or other off-site means.

3.W.2.c. MDEM Site Visit

The MDEM assigned regional officer will coordinate a site visit when an LEA indicates that a school facility is to be used as an emergency shelter. Site visits will include discussions between the LEA and MDEM regarding the identification of areas to be used during an emergency. Criteria for consideration will be drawn from Federal and State Emergency Management guidance and plans, and nationwide best practices.

3.W.3. Submission Process

For any project that includes electrical system improvements, the [Emergency Management Shelter Compliance Process](#) within the BMS must be submitted.

3.W.3.a. Shelter Requirements

If a facility is to be an emergency shelter, the LEA will need to submit information about the facility to be reviewed by MDEM. MDEM will then schedule a site visit and issue a letter of compliance to the LEA if the shelter passes the review. LEAs shall include a site plan, flood plain map, and floor plan all in their BMS submission as separate documents.

3.W.3.b. Non-Shelter Requirements

If a facility is determined by an LEA not to be an emergency shelter, the LEA should upload a letter signed by the local superintendent or the local emergency management agency stating so, which will be reviewed by the LEA's assigned CPM.

3.Y. Project Closeout

3.Y.1. General

Project closeouts should be submitted within 180 calendar days of the application for final payment via the BMS.

3.Y.2. Applicability

Projects are complete when:

- The construction work has been completed in accordance with contract documents and all submissions required for final payment have been approved;
- Final inspection has occurred and the project has received a final use and occupancy permit;
- The project architect or engineer has signed the final pay application; and,
- The contractor or LEA has submitted the application for final payment including release of all retainages.

3.Y.3. Process

Requests for Project Closeout should be submitted via the IAC's Project Closeout process in the BMS.

With submissions, include copies of:

- Final invoices for all IAC approved contracts, including a listing of all approved change orders, submitted on IAC form 306.4.
- The Certified Minority Business Enterprise Participation Sheet with listed subcontractors and amounts paid to date. If there is any variance on final payment, provide a partial or final lien waiver signed by the subcontractor for verification.
- Reference documents regarding surety claims, legal claims, etc., for justification of non payment or settlement agreement between parties.

Upon receipt of the submission, IAC staff will review the report for completeness and accuracy. Any charges deemed ineligible for State funding will be reported to the LEA for removal from State expenditures. The amount of any ineligible expenditures for which the State has paid shall be reimbursed to the State by the LEA. Upon completion of the financial audit, IAC staff will notify the LEA of any changes and submit the closeout to the IAC for final approval.

3.Y.3.a. Energy Conservation Rebates

The IAC will not recapture funds based upon Energy Conservation Rebates.

3.Y.4. Program Verification

If, at project closeout, a school has had an adjacent school excluded due to specific programming not being available at an otherwise adjacent school (for example, an English Learners program being available at the new school facility, but not available at the otherwise adjacent school) the LEA will be

required to provide verification of student reassignment that justifies the additional enrollment. This verification should include student location for all students who would be participating in the program that would not otherwise be included in enrollment totals and projections. If the program(s) used to justify exclusion of adjacent schools are not implemented by the time of closeout then the Maximum State Award will be adjusted accordingly, and a refund may be due to the State.

3.Y.5. Other Funding-Related Verifications

The LEA must submit any evidence or documentation required to support the State participation amount awarded by the IAC for the project, including the following:

- MSDE approvals of any special-education programs and CTE programs offered in the facility;
- Executed MOUs with CUS partners for use of CUS spaces;
- Floor plans and utilization information acceptable to IAC staff as required to support determination by IAC staff of the SRC for the facility; and
- All reassignment of students pursuant to redistricting or other master-plan-related portfolio actions as provided by the LEA to the IAC during the IAC's determination of funding awards to the project.

3.Z. Construction Signage and Plaques

3.Z.1. General

Each State funded school construction project shall have a construction sign on the site during the construction project and a plaque for installation in the completed school.

3.Z.1.a. Construction Signage

The sign should be erected for all State funded school construction projects, including all capital maintenance projects, with the exception of the Aging School Program (ASP) and State-owned and locally-owned relocatable classroom projects. The current Construction Signage Instructions and templates can be found on the [LEA Forms and Resources](#) page of the IAC website.

3.Z.1.b. Plaque Instructions

A plaque should be installed in the school for all completed State funded school construction projects. The plaque should be 12" x 18" and include the text indicated in the [plaque template on the IAC website](#).

3.Z.2. Obtaining Signage

It is strongly recommended that signage be purchased through Maryland Correctional Enterprises (MCE). MCE Contact Information can be found on the [LEA Forms and Resources](#) page of the IAC website.

4. Project-Delivery and Alternative Financing Methods

4.A. Project-Delivery and Alternative Financing Methods

Regulations in COMAR 14.39.04 describe the project-delivery methods permitted for public school construction projects regardless of funding source, and describe the related requirements for use of those methods. Education Article, § 4-126, Annotated Code of Maryland, defines the Alternative Financing Methods available to LEAs and describes the related requirements for use of those methods. Regulations in COMAR 14.39.05 establish additional requirements for projects using alternative financing methods. Regardless of project-delivery method or alternative financing method, if an LEA intends to seek State reimbursement of a school construction project, the services must be procured through one of the procurement methods provided in COMAR 14.39.03.

Please notify your assigned CPM as soon as possible if you plan to use an alternative financing method for a State-funded school construction project. Please note that some alternative financing methods may preclude State participation with bond funds.

4.B. Project-Delivery Methods

For public school construction projects, an LEA may use the following project-delivery methods:

4.B.1. Design-Bid-Build (DBB)

Also known as traditional general contracting, DBB is a project-delivery method in which separate entities are responsible for design and construction. Per COMAR 14.39.03.04A competitive sealed bids are required for all school construction projects, and typically the contractor with the lowest responsive price will be awarded the contract. However, provisions do allow for qualifications-based selection to be a component of the process and this method could provide benefit to LEAs on larger or more complex projects.

4.B.2. Construction Management Agency (CMA)

A project-delivery method in which the LEA directly contracts with trade contractors and engages a construction manager to manage the project starting in preconstruction. Usage of CMA is governed by COMAR 14.39.04.05 and requires certain IAC approvals and notifications. The Construction Manager is typically hired during the design phase to provide technical support during the development of the design documents.

4.B.3. Construction Management at Risk (CMR)

A project-delivery method in which the LEA engages a construction manager during preconstruction to provide a guaranteed maximum price (GMP) for project procurement and construction and to contract

directly with trade contractors. Usage of CMR is governed by COMAR 14.39.04.06 and requires certain IAC approvals and notifications. Please note that certain GMP line items may be ineligible for State participation. At the time of contract approval, IAC staff will review contracts for ineligible items such as contingencies and allowances. The assigned CPM may be engaged prior to submission of a GMP contract approval package for a preliminary review to provide feedback on potential ineligible items.

4.B.4. Design-Build (DB)

A project-delivery method in which a single entity is contractually responsible for both design and construction of a project. DB is governed by Education Article, § 4-126 and COMAR 14.39.04.07. In order for DB projects and/or contracts to be considered to be eligible for State funding, per COMAR 14.39.04.07B, the LEA must request approval from the IAC at least two months prior to the release of the solicitation by initiating the Alternative Project Delivery Method process in the IAC's BMS. Typically, the IAC will only approve DB arrangements in instances where the scope of a project is simple and very clearly known and defined by the LEA such as a pre-engineered structure or a roof replacement that can be well defined in the solicitation and the performance easily verified. The request for approval must provide a complete set of solicitation documents that include a detailed scope of work (including the Educational Specifications if required based on project type), project schedule (including construction phasing and document submission dates), solicitation schedule, and performance expectations. The LEA shall acknowledge in the request for approval that the State is not responsible for any project cost overruns. The IAC may request additional information or justification. The LEA may not proceed with DB until written approval is obtained from the IAC Executive Director of the IAC.

4.B.4.a. Procurement Document Review

Since the DB procurement process requires solicitation prior to design, the IAC will review the DB solicitation documents to verify that adequate scope details are provided to protect the interest of anticipated State investment in the project. DB projects that include more complex renovation, particularly those that include renovation or creation of educational spaces, will receive detailed review to ensure the procurement documents provide adequate constraints required to obtain the desired outcomes. If a project is comprehensive enough to require Ed Specs, Ed Specs approval by IAC staff is required separately from OSF Ed Specs review, as Ed Specs prepared for DB projects require a significantly different approach than typical.

4.B.4.b. Design Document Review

Once a project receives approval for a DB procurement, the project must follow all typical drawing submission requirements. It is understood that the contract award will precede approval of the construction documents. If the DB procurement solicitation documents include schematic design level drawings, a schematic design submission is required to be approved by OSF prior to IAC approval of procurement documents. It is understood that the DB process can include overlap of design and construction phases, and as a result, the contents of design submissions may not follow typical practice; LEAs must coordinate with the IAC, OSF, and DGS on the timing and contents of submissions for review and approval to ensure all State approvals are granted prior to the start of construction.

4.B.5. Job Order Contracting (JOC)

A specialized DBB delivery method that allows owners to award a single contract that can be used for multiple projects over an extended period of time. Usage of JOC is governed by COMAR 14.39.04.08. The scope and number of projects are not determined at the time of bid, therefore the bid is based on a set of unit prices provided by the contractor as part of the solicitation. Once a JOC is awarded, the contractor can perform a variety of projects using the predetermined bid prices. JOC is also referred to as task order contracting or on-call contracting. LEAs may enter into contracts themselves or may take advantage of contracts in place with other entities that allow their participation through intergovernmental cooperative agreements.

Appendix A. CTE Program Add-ons

	MSDE Approved CTE Program	IAC GAB CTE Gross Square Foot Add-On Category
A	Arts, Media, and Communication	S
	Graphic Communication (PrintED)	M
	Interactive Media Production (IMP)	S
B	Business Management and Finance	XS
	Academy of Finance (NAF)	XS
	Accounting and Finance	XS
	Business Administrative Services	XS
	Business Management	XS
	Marketing	XS
C	Construction and Development	L
	Construction Design and Management	XS
	Construction Professions	L
	Carpentry	XL
	Electrical	L
	Plumbing	L
	Masonry	L
	Construction Maintenance	L
	HVAC	XL
	Industrial Maintenance	L
	Welding	L
D	Consumer Services, Hospitality, and Tourism	M
	Culinary Arts (ACF)	L
	Food and Beverage Management (ProStart)	M
	Hospitality and Tourism Management Program (HTMP)	S
	Careers in Cosmetology	M
E	Environmental, Agriculture, and Natural Resources	M
	Curriculum for Agricultural Science Education (CASE)	L

	Horticultural Services: Certified Professional Horticulturist (CPH)	M
F	Health and Biosciences	S
	Academy of Health Professionals	S
	Project Lead the Way Biomedical Sciences	S
G	Human Resources Services	XS
	Fire Science: Maryland Fire and Rescue Institute (MFRI)	XS
	Homeland Security and Emergency Preparedness	XS
	Childcare and Early Childhood Education	XS
	Teacher Academy of Maryland (TAM)	XS
H	Information Technology	XS
	Academy of Information Technology (NAF)	S
	Database Academy (Oracle)	XS
	IT Networking Academy (CISCO)	S
	PLTW Computer Science	S
	Mobile Apps and Software Development (Apple)	XS
I	Manufacturing, Engineering, and Technology	M
	Project Lead the Way Engineering	M
	Manufacturing Engineering Technologies	M
J	Transportation Technologies	XL
	Automotive Technician (NATEF)	XL
	Autobody/Collision Repair Technician (NATEF)	XL
	Medium-Heavy Truck Technician (NATEF)	XL
K	Career Development and Research	XS
L	Apprenticeship Maryland	XS

Item 5. FY 2026 Healthy School Facility Fund Administrative Procedures Guide and Application Schedule

Motion:

1. To approve updates to the Healthy School Facility Fund (HSFF) Administrative Procedures Guide (APG) as shown in the presented draft document;
2. To approve the FY 2026 HSFF Schedule, included as Attachment 1;
3. To authorize IAC staff to solicit applications from LEAs and the Maryland School for the Blind for projects that will improve the health of school facilities and to evaluate project requests based on a competitive application process; and,
4. To authorize IAC staff to make non-substantive edits as needed.

Background Information:

IAC staff recommend approval of updates to the HSFF APG and a new schedule for FY 2026 application submissions and funding approval. In the presented document, additions are highlighted in yellow; removed language is struck through.

State of Maryland
Interagency Commission on School Construction

Healthy School Facility Fund
Administrative Procedures Guide



Interagency Commission on School Construction
351 W. Camden Street, Suite 701
Baltimore, MD 21201
(410) 767-0617

These procedures are available for download at iac.mdschoolconstruction.org

Record of Changes

Version	Description	IAC Approval Date
1.0	Initial Publication	06/13/2019
2.0	Revisions due to Built to Learn Act of 2020; Clarify distinction between immediate risk lead projects above 20 ppb and lead projects under 4.2.1.1; 5 C Ineligible Projects/Expenditures due to statutory changes; update links and COMAR; Update Attachments; Prioritize "Roof" Projects per change in statute.	08/12/2021
2.1	Revisions to the FY 2021 schedule to align remaining deadlines with the schedule for FY 22 funding.	01/13/2022
3.0	Revisions to clarify eligibility of projects that begin prior to allocation; update Attachment 1 schedule for FY 2023 funding.	04/14/2022
4.0	Revision to clarify ineligible gymnasium and auditorium HVAC related projects.	08/11/2022
5.0	Revisions to the prevailing wage threshold and to Attachment 1 FY 2023 Baltimore City Public School System's Schedule for Application and Approval of Project Funding.	01/12/2023
6.0	Revisions to clarify that combining State funding programs is permissible; address resubmittal of previously approved projects; add request to provide estimates; Update Attachment 1 schedule for FY 2024 funding.	03/9/2023
7.0	Update Attachment 1 schedule for FY 2025 funding; minor technical edits;	06/13/2024
8.0	Revisions to require contract approval	11/14/2024
9.0	Revision to clarify that Design Review is typically required for estimated costs or bid proposals above \$1,000,000.	

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1. Glossary

Definition of terms and acronyms used in this document:

Acronym or Term	Definition
DGS	Maryland Department of General Services
EPA	United States Environmental Protection Agency
HB	House Bill
HSFF or Fund	Healthy School Facility Fund
IAC	Interagency Commission on School Construction
Immediate Environmental Risk	An environmental condition that has the potential to cause serious physical hardship or illness to occupants in a facility
LEA	Local Education Agency
MDE	Maryland Department of the Environment
MDH	Maryland Department of Health
MOSH	Maryland Occupational Safety and Health
MSDE	Maryland State Department of Education
SB	Senate Bill

2. Purpose

The purpose of the Healthy School Facility Fund is to provide grants to public primary and secondary schools for capital projects that will improve the health of school facilities. This includes projects that will improve the conditions related to air conditioning, heating, indoor air quality, mold remediation, temperature regulation, plumbing—including the presence of lead in drinking water outlets, roofs, and windows. Grants will be prioritized to projects that correct issues posing an immediate life, safety, or health threat to occupants of a facility.

3. Background

Established as a new program by legislation in calendar year 2018 and modified in 2021, Education Article §5-322, Annotated Code of Maryland, requires the IAC to administer the HSFF, approve expenditures, and develop administrative procedures for the grant program.

4. Allocations - General

4.1. General

- 4.1.1. For each fiscal year that funds are available, the IAC will distribute allocations based on a competitive application process.
- 4.1.2. Only eligible project requests submitted in accordance with this Administrative Procedures Guide will be considered for funding.
- 4.1.3. All approved projects will have a local match requirement, based on the State-local cost share percentage established by the IAC for the fiscal year. See COMAR 14.39.02 or the [IAC's website](#) for State cost share percentages.
 - 4.1.3.1. The LEA is required to have local funds available for the payment of cost in excess of the State allocation and ineligible project cost.
 - 4.1.3.2. State participation will be based on the total estimated cost of the project, less ineligible items.
- 4.1.4. The concentration of poverty and maintenance add on percentages are applied to eligible projects.
- 4.1.5. A project allocation remaining after all intended contract approvals for an approved project will revert to the Statewide Reserve for redistribution to other eligible statewide projects. Any funds remaining after final reimbursement will revert to the Statewide Reserve fund for redistribution to other eligible statewide projects.
- 4.1.6. At the time of contract award, the LEA may request an increase to the project award when the State's calculated State participation in eligible project costs exceed the available award funding. The IAC may approve the requested increase only if HSFF funding is available in the Statewide Reserve. Funds will be granted to the LEAs on a first-come first-serve basis. If multiple requests are under consideration by the IAC at a single time and there is not sufficient funding to fulfill all requests, then the IAC will prioritize funds first based upon the severity of need as identified in Section 4.2 of these procedures and second based upon their priority ranking within the category. In order to be eligible for an award increase, the LEA must demonstrate that the project costs are reasonable.

4.2. Approval Basis

- 4.2.1. Funding priority will be based **first on the severity of an immediate life, safety, or health environmental risk**, and second on the following defined categories of work in the following order:

- 4.2.1.1. Lead in water, prioritized first to projects related to elementary school age children and second to highest levels of lead. The following help define the projects that will be considered:
 - 4.2.1.1.1. A level of lead at sources where water is normally ingested that exceeds 5 parts per billion (ppb). Please note that levels of lead exceeding 20 ppb are considered an immediate life, safety, or health environmental risk and will be prioritized alongside other high priority projects per 4.2.1 above. Levels must be documented through a process administered by MDE.
- Examples:
 - i.i. Water Fountains or Bubblers; followed by
 - i.ii. Faucets or taps that are used or potentially used for drinking or food preparation;
 - i.iii. Ice Makers; and
 - i.iv. Hot Drink Machines;
- 4.2.1.2. Roofs.
- 4.2.1.3. Lack of, unreliable, or insufficient air-conditioning, with priority given to schools that do not have any air conditioning.
- 4.2.1.4. Unreliable or insufficient heating.
- 4.2.1.5. Temperature regulation.
- 4.2.1.6. Plumbing, including pipe insulation to reduce condensation in order to prevent mold.
- 4.2.1.7. Indoor air quality, including remediation of indoor pollutants; and
- 4.2.1.8. Windows.
- 4.2.2. Additional priority consideration will be given to projects in elementary schools and special-education schools, followed by middle schools and high schools in that order.

5. ~~Application and Approval~~ Procedures

5.1. General Requirements

- 5.1.1. In accordance with Md. Code, Education Article § 5-322(j)(1)(iii) and (k)(4), the Baltimore City Public School System (BCPSS) will receive at least 50% of funds appropriated to the fund in Fiscal Years 2021 through 2026 through a separate application process specifically for BCPSS. See Section 5.3 for BCPSS Submission Requirements.
- 5.1.2. Projects must be received by the application deadline. Applications may be received within the 30 days preceding the deadline but they will not be reviewed for approval until the date provided by the IAC in its annual publication of the Schedule.
- 5.1.3. All project requests must be accompanied by supporting documentation, such as the results of lead testing as conducted per the requirements of State and federal regulations, mold testing reports by licensed industrial hygienists, elevated moisture content testing reports, indoor air quality assessment reports, and work order history. Detailed budget estimates are encouraged, if available.

- 5.1.4. Project requests should identify the following in the description:
 - 5.1.4.1. All work proposed;
 - 5.1.4.2. The origin, or source of the issue and the cause;
 - 5.1.4.3. How the cause will be corrected;
 - 5.1.4.4. Description of attempts previously made to correct the deficiency; and
 - 5.1.4.5. Plan for how the issue will be prevented from reoccurring.
- 5.1.5. The project schedule should indicate that:
 - 5.1.5.1. The project funds will be encumbered on or before the date shown in the program schedule. All work on the project will be substantially completed and a majority of the project funds will be expended by the date shown in the program schedule.

5.2. Roof Replacement Applications

- 5.2.1. Requests for roof replacement must be accompanied by supporting documentation, including:
 - 5.2.1.1. The reports from any roof inspections conducted during the last 36 months;
 - 5.2.1.2. The preventive-maintenance plan for the roofing system;
 - 5.2.1.3. All preventive and corrective work orders pertaining to the roof from the last 36 months;
 - 5.2.1.4. All information about the roof from any contractors or vendors that have provided service on the roof during the last 36 months;
 - 5.2.1.5. Drawings of the area to be repaired/replaced to include measurements of the affected square footage and all rooftop units in the affected area(s); and
 - 5.2.1.6. The expected-useful-lifespan (EUL) and most recent remaining-useful-lifespan (RUL) figures pertaining to all portions of the facility's roof as recorded in the IAC's statewide facilities assessment database.

5.3. Baltimore City Submission Requirements

- 5.3.1. Requests for Baltimore City will be considered and approved based on the same programmatic requirements as other LEAs' requests, but will not be prioritized with other LEAs' requests. Baltimore City requests and projects will be delivered in accordance with the schedule published annually [by the IAC on its website](#) and included here as Attachment 1.

5.4. IAC Requests for Information and Clarification

- 5.4.1. In order to facilitate timely review, it is imperative that LEAs respond to requests for information from the IAC in a timely manner
- 5.4.2. Requests for information will be sent via the IAC's BMS.
 - 5.4.2.1. Requests for Comments or requests for information sent via the LEA's "Initiator Revise" step must be responded to within 3 business days.
 - 5.4.2.2. Responses required in the LEA's "LEA Issues Response" step must be responded to within 5 business days.

5.4.3. Failure to respond within the above timeframes may result in a project being determined to be ineligible for funding.

6. Eligible Projects/Expenditures

- 6.1. Eligible project expenditures within the HSFF are for improvements to public school buildings used for education.
- 6.2. Each project's cost is to be not less than \$3,000, unless otherwise approved by the Executive Director of the IAC.
- 6.3. A single "project" is defined as:
 - 6.3.1. A single improvement at an individual school that costs at least \$3,000, unless otherwise approved by the Executive Director of the IAC.
 - 6.3.2. Multiple improvements at the same school that collectively cost at least \$3,000, unless otherwise approved by the Executive Director of the IAC:
 - 6.3.2.1. Individual components within a project may be less than \$3,000 in value, but the total cost of a project (including related components) must be at least \$3,000 in value, unless otherwise approved by the Executive Director of the IAC.
 - 6.3.2.2. Components must be identified separately in the application, with the estimated construction value shown.
 - 6.3.3. Multiple improvements of the same kind at different schools, such as remediation of lead at drinking fountains
 - 6.3.3.1. The cumulative cost of the improvements across multiple schools ~~that~~ **must** collectively cost at least \$3,000, unless otherwise approved by the Executive Director of the IAC.
 - 6.3.3.2. Each school must be requested separately and the amount of the requests should be based on specific estimates for each school with the number of requested units, square footage, or some other method.
 - 6.3.3.3. Breakout estimates should be provided if projects include multiple scope components.
- 6.4. Design and other planning professional expenses. However, please note that projects that have not been designed must be executed based upon the program schedule.
- 6.5. Certain related components or systems that are logically related to the scope of work may be included in the scope, but the majority of the proposed work must be for environmental improvements.
- 6.6. An eligible contract (including design, construction, or other eligible services) for a locally funded project that is approved by the local board of education within 18 months prior to the IAC allocation approval date identified in the schedule (see attachment 1).
- 6.7. Unlike typical CIP projects, requests may be submitted for projects:
 - 6.7.1. In schools that have been built or fully renovated within the last 15 years;
 - 6.7.2. In which the anticipated life of the system or components is less than 15 years due to anticipated changes in technology; or
 - 6.7.3. In locally owned and State-owned relocatable classrooms.

- 6.7.4. That were encumbered in the six months prior to release of Fiscal Year LEA allocations by the IAC.
- 6.8. HSFF funds may be combined with other State funding programs, such as the Capital Improvement Program or Built to Learn, so long as work is clearly divided in both the scope and cost estimate.
- 6.9. Projects approved in a previous HSFF FY may be resubmitted to fully fund partially funded projects or to increase State funding for projects with bids over the approved amount.

7. Ineligible Projects/Expenditures

- 7.1. To replace the local share of a project;
- 7.2. For improvements to property owned by a board of education that is not used by public school students, e.g. garages, central office facilities, staff training quarters, etc., unless approved by the Executive Director of the IAC;
- 7.3. For the movement of relocatable classroom buildings, unless it can be shown that the location of the relocatable classrooms impedes correcting the health of the facility;
- 7.4. For ancillary services, e.g. post-completion monitoring;
- 7.5. For staff training, post-completion;
- 7.6. For salaries of local employees; or
- 7.7. Heating, ventilation, and air conditioning (HVAC) projects in gymnasiums and auditoriums, except when approved by the Executive Director in instances where the space serves as a teaching station for students with critical special needs or has direct impact on education services such that the school has to be closed.
- 7.8. Any contract for an eligible project that is approved by the Local Board of Education more than 18 months prior to the IAC allocation approval date identified in the schedule (Attachment 1).
- 7.9. For items that have a median lifespan of less than 15 years.
- 7.10. For project contingencies.
- 7.11. For generators sized to support more than only the emergency functions in the educational facility, including operation of the emergency systems (such as lighting, food storage, and water purification), communication systems (including broadband), and security systems.
- 7.12. For allowances, with the exception of those for which the IAC Executive Director has granted an exception on a case-by-case basis and either 1) was recommended by the project architect or engineer of record or 2) that specifies a unit cost to establish a price for a known product where the number of units cannot be identified in advance.

8. Project Approval Process

- 8.1. Projects will be reviewed, prioritized, and approved by the IAC within 45 days of the submission due date as shown in the schedule published annually by the IAC.
- 8.2. Upon approval, IAC still will provide to the LEAs a final accounting of approved project allocations. Prior year **federal fund allocations may require additional reporting and contract cost thresholds, as applicable.**
- 8.3. Extension requests may be granted on a case-by-case basis; contact your assigned CPM for assistance.

9. Design Review

- 9.1. A level of review required will be assigned during the submission approval process. Projects approved in the HSFF with estimated costs or bid proposals that are greater than \$1,000,000 in value are generally subject to design development and/or construction document review as required for similar projects in the CIP per Education Article §2-303, Annotated Code of MD.

Review level submission requirements are as follows:

- 0 – No review required by MSDE or DGS.
- 1 – Construction documents required for DGS review.
- 2 – Design development documents/construction documents required for DGS review.
- 3 – Abbreviated educational specifications, schematic drawings, design development documents/construction documents required for MSDE/DGS review as applicable.

- 9.2. IAC will consult with MDE and projects that abate lead may be reviewed by MDE.

10. Procurement

- 10.1. Procurements shall be in compliance with COMAR 14.39.03 as well as with State public school procurement law, Md. Code, Education Article §5-112, "Bids." Project Delivery Methods other than General Contracting will require approval by the IAC in accordance with COMAR 14.39.04.
- 10.2. The following will apply to HSFF projects¹, including:
- 10.2.1. Projects allocated federal funding for contracts of \$2,000 or more require application of the Davis-Bacon Act labor standards. Contracting agencies have the primary responsibility for the enforcement of Davis-Bacon and related acts to ensure that laborers and mechanics are paid at least the prevailing wage rates required on covered contracts. The applicable wage determination will be the [Davis-Bacon wage determinations](#) as of the date of contract award (or within 10 days of the bid solicitation, in the case of competitive sealed bidding).
 - 10.2.2. Projects which cost less than \$50,000 do not require IAC approval of the procurement, and, generally, sealed bids are not required unless local board of education policy or procedures specify a minimum dollar value that requires sealed bids.
 - 10.2.3. Projects that cost at least \$50,000 but less than \$100,000 are required to be competitively procured, consistent with Md. Code, Education Article Section § 5-112, Bids. For projects with a total cost of less than \$100,000, IAC approval of contracts is not required prior to entering into the contract but the award is subject to State review at the time reimbursement is requested. A copy of the bid tabulation must be submitted alongside the HSFF Business Management System (BMS) process.
 - 10.2.4. Projects that cost \$100,000 or more are required to be competitively procured, consistent with Section Md. Code, Education Article, §5-112, Bids. IAC approval of the contract award is recommended prior to the board of education entering into the

¹ Please note that the thresholds for applicability of prevailing wage may change from time to time. The LEA is responsible for procuring projects in compliance with statutory and regulatory federal, State, and local requirements regardless of the guidance published in this Procedures Guide.

contract. A copy of the bid tabulation indicating the responsible bidder who provides the best value and conforms to certain specifications bidder's proposal must be submitted for State review and approval of the contract award.

- 10.2.5. Competitive procurement requirements;
- 10.2.6. Minority Business Enterprise requirements;
- 10.2.7. Prevailing wage rates as applicable; If a HSFF project is estimated to cost \$250,000 or more and State funds are estimated to be 25% or more of the project cost and federal funds are less than \$2,000, the State prevailing wage law is applicable. The appropriate wage rates must be requested from the Department of Labor, Licensing and Regulation (410-767-2357), included in the bid documents and referenced in the advertisement for bids.
- 10.2.8. Maryland Historical Trust (MHT) consultation on applicable projects; The LEA should review the MHT *Schools by Category* list for projects receiving State funding to determine if consultation with MHT is applicable to the requested project. The project review submission form is available on the [MHT website](#). Contact Beth Cole, Maryland Historical Trust at (410) 697-9541 or beth.cole@maryland.gov if you have any questions.
- 10.3. If multiple projects are procured under a single contract award where the total contract cost exceeds \$100,000, each project will require completion of the Contract Approval Process in the BMS for review and approval by the IAC.
- 10.4. Due to the nature of HSFF projects, a construction sign is not required on site while the work is being performed.

11. Contract Award

- 11.1. IAC Approval is required for all HSFF contracts, **regardless of value**. Contracts should be submitted via the contract approval process in the IAC's BMS for review.
- 11.2. When all anticipated project contracts are submitted and evaluated, the IAC will revert any remaining project funding to the Statewide Reserve.

12. Processing for Payment/Financial Reporting

- 12.1. Payment will be made through reimbursement to the school system, at time of 100% project completion using the BMS HSFF process.
- 12.2. Recognizing that reimbursement only at the time of project completion may create cash flow difficulties for some jurisdictions with larger projects, the IAC, upon request, will process progress payments on projects of \$100,000 or more that received IAC Approval of Contract Award. If the IAC makes progress payments directly to a contractor for a jurisdiction for a specific project, then the Invoice/Reimbursement process in the BMS should be completed.
- 12.3. The Project Closeout BMS Process completion will only be required at time of project completion for projects that exceed \$100,000 and utilize the direct payment to contractor option. All projects that were reimbursed at time of project completion do not require submission of the Close-Out Summary package.

Attachment 1

Schedule for Application and Approval of Project Funding

FY 2026 Healthy School Facility Fund State and Federal Funds (Schedule A)

5/8/2025	IAC Approval of the <i>Healthy School Facility Fund (HSFF) Administrative Procedures Guide & Release of Schedule and Application Instructions</i>
5/9/2025 - 6/12/2025	Application Submission Period
6/12/2025 - 7/31/2025	IAC Staff Review Period
8/14/2025	IAC Approval of Projects and Allocations
6/1/2027	All project funds to be encumbered
10/4/2027	Deadline for Funds to be substantially expended
5/2/2028	Last day to submit requests for reimbursement

Baltimore City Public School System's Schedule for Application and Approval of Project Funding

Baltimore City FY 2026 Healthy School Facility and Federal Funds (Schedule B)

5/8/2025	IAC Approval of the <i>Healthy School Facility Fund (HSFF) Administrative Procedures Guide & Release of Schedule and Application Instructions</i>
5/9/2025	Application Submission period opens
9/16/2025	Application Submission period closes

For deadlines to encumber projects, to substantially expend projects, and to submit requests for reimbursement of projects, please see Schedule A.

Item 6. FY 2026 Aging Schools Program Administrative Procedures Guide and Application Schedule

Motion:

To amend the FY 2026 Aging Schools Program (ASP) procedures and schedule as presented to allow the Executive Director to approve exceptions to the \$10,000 minimum project cost and to correct a typo in the approved schedule.

Background Information:

Since FY 2026 is the final funding year of ASP, IAC staff recommend authorizing the IAC's Executive Director to approve exceptions to the requirement that all projects applied for under the ASP must apply for a minimum of \$10,000 in State funding.

If approved, this would allow LEAs to request funding for a project under \$10,000 that fulfills all other required criteria for funding under the ASP. The Executive Director will then authorize exceptions to this requirement on a case-by-case basis.

Additionally, the FY 2026 ASP schedule, which was approved by the IAC at the March 13, 2025 meeting, listed incorrect years for the contract and reimbursement deadlines that should both be revised to one year in the future. IAC staff regret the error and recommend approval of this correction.

IAC staff have drafted edits to the presented ASP APG reflecting these changes. In the presented document, additions are highlighted in yellow; removed language is struck through.

State of Maryland
Interagency Commission on School Construction

Aging Schools Program
Administrative Procedures Guide



Interagency Commission on School Construction
351 W. Camden Street, Suite 701
Baltimore, MD 21201
(410) 767-0617

These procedures are available for download at iac.mdschoolconstruction.org

Applications for this program must be submitted online through the IAC's [Business Management System](#).

Record of Changes

<u>Version</u>	<u>Description</u>	<u>Date</u>
2.0	Updated COMAR reference; Section 10. Future Project Funding – revised review level submission requirements.	01/21/2020
2.1	Updated 11 Eligible Projects\Expenditures and Required Project Approval; Revised review level submission requirements; update citations.	04/14/2022
2.2	Revisions to the prevailing wage threshold; anticipated project approval timeline; update non-substantive language.	04/20/2023
2.3	Addition to reimbursement instructions; updating application platform to the Business Management System (BMS).	06/13/2024
2.4	Clarifies combined funding and reimbursement request process in the BMS.	11/14/2024
2.5	Removes the restriction of ASP funds being used for forward funded projects.	02/13/2025
2.6	Updating Attachment 1 to reflect dates for FY 2026	03/13/2025
2.7	Updating Attachment 1 to correct dates; delegating authority to the Executive Director to approve awards for projects under \$10,000 for FY 2026.	

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1. Background

Maryland's Aging Schools Program (ASP) was established by legislation in 1997. Subsequent legislation extended and modified it. Funds are distributed in accordance with Education Article §5-324 and the annual budget. Beginning with fiscal year 2010, funding for the Program was provided from proceeds of State general obligation bonds. Eligible projects were thereafter restricted to those having at least a 15-year anticipated lifespan.

The ASP is administered by the Interagency Commission on School Construction (IAC) in accordance with COMAR 14.39.02 Aging Schools Program. The IAC approves expenditures and develops administrative procedures for the program.

2. Purpose

The ASP provides State funds to all school systems in the State of Maryland to address the needs of their aging school buildings. These funds may be utilized for capital improvement projects in existing public school buildings and sites serving students.

3. Allocations

1. Funding allocations for each Local Education Authority's (LEA) are set forth in Education Article §5- 324.
2. By May 1 of each year the IAC staff will disseminate information regarding the annual allocation available for each LEA and the program schedule.
3. State funds provided through the ASP do not require matching local funds. The LEA is required to have local funds available for the payment of cost in excess of the State allocation and ineligible project cost.

4. Eligible Aging School Projects

Eligible projects are capital improvements to public school buildings and sites that, when completed, would protect the school building from deterioration, improve the safety of students and staff, and enhance the delivery of educational programs.

1. The amount of ASP funding requested must be at least \$10,000 and no more than the total State allocation for the LEA, except as allowed by Section 6 of this procedures guide. There are no restrictions on the LEA providing additional funds for the project.
 - a) The IAC's Executive Director may make exceptions to this requirement on a case-by-case basis.
2. The building or building system improved by the project must have a minimum calculated age of 16 years at the time the funding request is submitted. Age will be calculated from

the following:

- a) Original occupancy date if never renovated, or;
 - b) Occupancy date following a complete renovation, or;
 - c) Average of original occupancy date and post-partial renovation occupancy date.
3. The school's utilization rate should be at least 60%; however, the LEA may submit documentation for approval justifying the project if the rate is less.
4. ASP Funds may be combined upon LEA request with funds from the School Safety Grant Program and/or Pass Through Grant Program. ASP funding shall not be combined with funding from any other State source.

5. Ineligible Projects/Expenditures

Ineligible projects and expenditures are the same as those specified in COMAR 14.39.02. Additionally, ASP funds may not be used:

- a. To increase the State share of any project other than an SSGP or PTG project;
- b. To supplement an approved State allocation for a project;
- c. For improvements to property owned by a board of education that is not used by public school students;
- d. For a contractual period exceeding one year;
- e. For improvements to or the movement of relocatable classroom buildings;

6. Application Process

The LEA shall complete an ASP process submission in the IAC's [Business Management System](#) (BMS) for review and final approval by the IAC staff. Refer to [the IAC's website](#) for detailed BMS Instructions .

1. The project must be of a distinctive type in a single building.
2. The application should list the proposed projects in priority order and include one or two paragraphs describing in detail the existing conditions and the proposed scope of work including the determination of the applicability of the Emergency Shelter Compliance Process. The submission should also include information in each field as described in 12.7 Table 1 of this procedures guide:
3. For those projects that would qualify as capital maintenance under the Capital Improvement Program, the same information required for CIP submissions is required for the ASP.
4. The ASP list of projects may be submitted following a date specified by the IAC annually, and must be submitted at least 60 days before the end of the fiscal year for which funding is available.
5. After projects are approved and assigned a PSC/ASP number, the LEA may determine that another project is of a higher priority. The LEA may then request a substitution for the previously approved ASP project. The request will be subject to review and approval as for all ASP projects.
6. The cumulative cost estimate for the proposed projects may exceed the LEA's allocation by no more than ten percent. The proposed work estimate may be adjusted upon request

from the LEA at the time of contract award approval or approval of the purchase order. Funding is limited to the LEA's total annual allocation.

7. Project Approval Process

1. Requests from the school systems will be reviewed and processed as they are received. The following will be considered:
 - a. Type of work;
 - b. Age of the building or system;
 - c. Current CIP for other work planned at the facility;
 - d. The utilization rate of the school.
2. It is anticipated that projects that are submitted on the 1st of the month will be approved by the 15th of the month. A PSC/ASP project number will then be assigned. A project can then proceed through the design and/or procurement process.
3. Section 11. Required Approved Project lists the levels of review required for eligible expenditures prior to advertising and bidding. The State may alter these requirements at its discretion. Failure to comply with these review requirements will result in the project being deemed ineligible for State funding. The submission requirements for projects that repair or replace components of a building system could be reduced during the initial review process.
4. The LEA will be required to provide an IAC/PSCP Form [104.2 Environmental Assessment Form](#) to the State Clearinghouse if the project will change the footprint of the existing facility.
5. The Maryland Emergency Management Agency (MEMA) is to be consulted for each project that the LEA determines will be used for public shelter during a national, state, or local emergency event.
6. The Maryland Historical Trust (MHT) must be consulted on all projects for State funding, requiring standard review as set forth in the Programmatic Agreement. The LEA should review the MHT *Schools by Category* list for projects receiving State funding to determine if consultation with MHT is applicable to the requested project. The project review submission form is available on the [MHT website](#). Contact Beth Cole, Maryland Historical Trust at (410) 697-9541 or beth.cole@maryland.gov if you have any questions.

8. Procurement/Contract Awards

1. Procurement shall be in compliance with COMAR 14.39.03 as well as Md. Code, Education Article § 5-112. State ASP funds may only be expended for projects which are placed under contract or procured after a PSC/ASP number is assigned and the project has proceeded through the required review process for the specific project type. Project Delivery Methods other than General Contracting may require approval by the IAC in accordance with COMAR 14.39.04. Please reach out to your assigned Capital Projects Manager with any questions. Failure to comply with these requirements will result in the withholding of funds for that project. The school system may then substitute another project for review and approval.

The following will apply:

- a. **Projects which cost less than \$50,000** do not require sealed bids unless a local board of education policy or procedure has a dollar value that requires sealed bids.

- b. **Projects which cost at least \$50,000 but less than \$100,000 are required to be bid, consistent with Section 5-112 Bids of the Education Article.** A copy of the bid tabulation must be submitted with IAC/PSCP Form RE 4000 Project Reimbursement/Expenditure Report for the ASP project.
 - c. **Projects which cost \$100,000 or more are required to be bid, consistent with § 5-112 Bids of the Education Article.** A copy of the bid tabulation with a copy of the low bidder's proposal must be submitted for State review and approval of the contract award.
 - d. **IAC approval is required for all contracts.**
2. An existing State or local contract which was previously competitively bid can be utilized for any project in the funding levels described above. The previously approved contract number, the bid date, and the expiration date of the contract should be submitted.
 3. Projects over \$250,000 in which the State participation is more than 25% of the total contract value can utilize an existing State or local contract so long as verification is provided that prevailing wages are paid, in accordance with Md. Code, State Finance and Procurement Article §17-201 through §17-226.
 4. The LEA must utilize its MBE procedures for all ASP project procurements. All requests for reimbursement must include a completed Project Reimbursement/Expenditures Report, Minority Business Enterprise Participation Form which is located on the [IAC website](#).
 5. Adherence to the MBE procedures is required for all ASP project procurements to ensure reimbursement at project completion. Projects with a construction value estimate in excess of \$50,000 are required to submit a MBE Goal Setting Analysis Form. For projects with a construction value in excess of \$200,000 the Form should also be sent to the Governor's Office of Small, Minority, & Women Business Affairs (GOSBA). Any questions regarding MBE submissions should be directed to iac.pscp@maryland.gov.
 6. A State school construction sign is required for ASP projects costing \$100,000 or more. Construction signage instructions are located [on the IAC website](#).

9. Processing For Payment

Payment for work completed under the ASP will be through reimbursement to the school system. The State will provide one reimbursement per contract to the school system at the completion of the project. Upon completion of the project, the school system should complete the BMS Invoice Reimbursement process once for each approved project contract. Requests for reimbursement of multiple contracts may not be combined. Copies of canceled checks and contractor's requisitions/invoices or paid purchase orders must accompany this submission. If the contractor's requisitions/invoices do not provide a description of the type of work performed, a copy of the purchase order or contract shall be provided. No other financial reports or documentation need be submitted to process the reimbursement request. As with all State-funded school construction projects supporting documentation must be retained until future audit.

1. In lieu of submitting a copy of the canceled check from the bank, the Contractor's Certification of Receipt of Payment ([Attachment VII - IAC/PSCP form 306.2a](#)) will be accepted to initiate reimbursement. It must be signed by the contractor and notarized. This form must be attached to the applicable BMS Invoice Reimbursement process.

2. If the request for reimbursement differs from the amount specified in the initial submission, the school system must submit a brief explanation of the difference and specify the action requested by the school system. All requests for reimbursement shall be submitted 30 days prior to the end of the calendar year in which reimbursement is required.

10. Future Project Funding

If a public school building is renovated through the Capital Improvement Program within 15 years of the completion of an ASP project, the Maximum State Allocation for the renovation or limited renovation of the building shall be adjusted to account for the State's previous ASP allocation. Local funds expended for such improvements will not be deducted in future years from the Maximum State Allocation.

11. Required Approved Project Reviews

Review Level submission requirements are as follows:

0	No review required by IAC or Partner Agencies; this includes any project less than \$1 million, pursuant to Education Article, §2-303(f).
1	Construction documents required for review by IAC and Partner Agencies.
2	Design development documents and construction documents required for IAC or Partner Agency review.
3	Abbreviated educational specifications, schematic drawings, Design Development documents, and Construction documents required for review by IAC and Partner Agencies.

Project Scope	Review Level
<ul style="list-style-type: none"> • Building renovations (exterior/non-spatial interior) • Asbestos and/or lead paint removal/abatement • Bleacher repair and/or replacement • Carpeting with a 15-year warranty (installation/replacement with VCT) • Ceilings (replacement) • Communication systems (telephone and/or public address) • Flooring materials (repair, replace, and/or refinish) • Folding partitions (installation/replacement) • Playground equipment • Security improvements 	1
<ul style="list-style-type: none"> • ADA accessibility (interior/exterior) 	2

<ul style="list-style-type: none"> • Doors and/or windows (interior/exterior) • Electrical systems • Elevators • Energy conservation projects • Fire protection systems and/or components (alarms and/or sprinklers) • Heating, ventilating, air conditioning systems and/or components • Lighting systems and/or components • Masonry work and/or components • Plumbing, water, and/or sewer lines and fixtures • Roofing systems and/or components • Site redevelopment • Wiring schools for technology (voice, video, and data) 	
<ul style="list-style-type: none"> • Career Technology Education program facilities • Kindergarten and/or PreKindergarten facilities • Renovation projects (related to educational programs/services) • Science facilities (middle or high school) • School library facilities • Underground fuel tanks (remove and/or replace) 	3

ADDITIONAL NOTE:

Projects in these categories may be assigned a design review level other than that identified in the above table if the IAC Designees determine a different review level is appropriate based on the complete project scope and complexity. Other projects will be reviewed for eligibility on a case-by-case basis and required submittals will be specified.

Attachment 1

Schedule for Application and Approval of Project Funding

FY 2026 Aging Schools Program State Funds

3/13/2025	IAC Approval of the <i>Aging Schools Program (ASP) Administrative Procedures Guide & Release of Schedule and Application Instructions</i> .
4/15/2025 - 4/13/2026	Application submission period.
6/2/2025	State funds available.
12/1/2025 2026	Deadline by which project must be under contract.
6/1/2026 2027	Last day to submit requests for reimbursement.

Item 7. Senator James E. “Ed” DeGrange NonPublic Aging Schools Program Delegation

Motion:

To delegate authority to the Executive Director of the Maryland State Department of Education's (MSDE) Office of School Facilities (OSF) to authorize extensions to the deadlines for projects receiving funding under the NonPublic Aging Schools Program (NASP) in FY 2023 to no later than June 30, 2025, and for FY 2024 to no later than June 30, 2026. Further, to amend the IAC's motion of October 10, 2024 to delegate authority to the OSF Executive Director to approve extensions to deadlines for projects receiving funding under the NASP in FY 2025 to no later than June 30, 2027.

Background Information:

The Senator James E. “Ed” DeGrange Nonpublic Aging Schools Program is a program established, typically annually, in either the operating or capital budget. In recent history, the program has been funded at around \$3.5 million per year. The IAC is responsible for executing the budget for the program and approving procedures and allocations recommended by MSDE's OSF each year. This is an advantageous collaboration, as the eligibility requirements for the program include the requirement that the nonpublic schools be eligible for the Aid to Nonpublic Schools Program administered by MSDE. MSDE can leverage the same application process and its existing relationships with nonpublic schools to administer the program.

Due to several late reimbursement requests from nonpublic schools, the IAC granted authority to the OSF Executive Director at the June 13, 2024 IAC meeting to approve extensions to deadlines for FY 2020-2022 to July 31, 2024. At the October 10, 2024 IAC Meeting, the IAC delegated authority to the MSDE OSF Executive Director to approve extensions to deadlines associated with NASP projects for FY 2025.

This Item would grant the same authority to the Executive Director of OSF for funding years 2023 and 2024, and would limit FY 2025 extensions to no later than June 30, 2027.

Item 8. FY 2023 Healthy School Facility Fund Project Extension Request – Cecil County Public Schools – Cecil County School of Technology (PSC L07F042) Chiller Replacement Project

Motion:

To approve Cecil County Public Schools' (CCPS) request to extend the FY 2023 Healthy School Facility Fund (HSFF) Cecil County School of Technology (PSC L07F042) Chiller Replacement project deadlines as presented.

Background Information:

CCPS has indicated that the extension request is needed to allow time for receipt and installation of the transformer substation, which is required to complete the project.

In a letter dated April 3, 2025, CCPS requested extensions to the deadlines for substantial expenditure and reimbursement of funds for the Cecil County School of Technology chiller replacement project.

	Existing Deadline	Recommended New Deadline
Funds Substantially Expended	October 1, 2024	October 1, 2025
Reimbursement	May 1, 2025	May 1, 2026

IAC staff recommend approval of the LEA's request.



Serving Learners, Families, and the Community

CECIL COUNTY PUBLIC SCHOOLS DIVISION OF ADMINISTRATIVE SERVICES

GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER
201 BOOTH STREET • ELKTON, MD 21921

phone: 410.996.5034 • fax: 410.996.1082 • www.ccps.org

Jeffrey A. Lawson, Ed.D.
Superintendent of Schools

Diana B. Hawley
President, Board of Education

April 3, 2025

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

Re: FY2023 Healthy Schools Facility Fund – Extension Request
Cecil County School of Technology Chiller Replacement

I am writing to formally request consideration at the May 8, 2025, meeting of the Interagency Commission on School Construction (IAC) of an extension of funding for the Cecil County School of Technology Chiller Replacement Project on behalf of Cecil County Public Schools. We sincerely appreciate the IAC's continued support of our school's infrastructure initiatives, which are critical to ensuring a safe and conducive learning environment for our students and staff.

The School of Technology Chiller Project was awarded FY2023 Healthy Schools Facility Funding approval on September 8, 2022. CCPS solicited proposals from design teams on October 17, 2022, and advanced the design of the chiller replacement locally. Bid documents were made available on November 2, 2023, and bids were submitted on December 8, 2023. The CCPS Board approved the award recommendation on February 20, 2024. The IAC approved the contract to R.F. Warder on April 11, 2024, the contract was awarded and notice to proceed was given. Construction commenced on October 28, 2024, at the end of the cooling season.

While the contractor has been able to maintain the schedule unfortunately the transformer substation in the specifications of the project is backordered and will not be available until the end of July. The contractor has assumed responsibility and is providing temporary provisions with a transformer and components that will allow us to maintain the original start-up date of April 15, 2025.

Cecil County Public Schools respectfully requests that the IAC approve an extension until October 1, 2025, to allow time for receiving and installation of the transformer substation to complete this project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert J. Buckley", is written over the printed name and title.

Robert J. Buckley
Associate Superintendent for Administrative Services

cc: Charles C. Simpers, Director of Facilities, CCPS
Theodore L. Boyer, Executive Director of Administrative Services, CCPS
Denise Sopa, Chief Financial Officer, CCPS

Item 9. FY 2024 Healthy School Facility Fund Project Extension Request – Cecil County Public Schools – Cecil Manor Elementary (PSC L07F030) HVAC Replacement Project

Motion:

To approve Cecil County Public Schools' (CCPS) request to extend the FY 2024 Healthy School Facility Fund (HSFF) Cecil Manor Elementary (PSC L07F030) HVAC replacement project deadlines as presented.

Background Information:

CCPS has indicated that the extension request is due to a delay in the project award as a result of higher than expected bids, and early issues with local funding to support the additional cost. Local support has been garnered and rebidding of the project is scheduled to take place in June 2025.

In a letter dated April 10, 2025, CCPS requested extensions to the deadlines for encumbrance, substantial expenditure and reimbursement of funds for the Cecil Manor Elementary HVAC replacement project.

	Existing Deadline	Recommended New Deadline
Encumberance	June 2, 2025	October 9, 2025
Funds Substantially Expended	October 3, 2025	August 30, 2026
Reimbursement	May 1, 2026	November 30, 2026

IAC staff recommend approval of the LEA's request.



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phone: 410.996.5034 • fax: 410.996.1082 • www.ccps.org

Jeffrey A. Lawson, Ed.D.
Superintendent of Schools

Diana B. Hawley
President, Board of Education

April 10, 2025

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

Re: FY2024 Healthy Schools Facility Fund – Extension Request
Cecil Manor Elementary School HVAC Replacement

I am writing to formally request consideration at the May 8, 2025, meeting of the Interagency Commission on School Construction (IAC) of an extension of funding for the Cecil Manor Elementary School HVAC Replacement Project on behalf of Cecil County Public Schools. We sincerely appreciate the IAC's continued support of our school's infrastructure initiatives, which are critical to ensuring a safe and conducive learning environment for our students and staff.

This project was originally a CIP request in FY21 and FY22. During this period CCPS solicited proposals from design teams on February 14, 2020, and advanced the design of the HVAC replacement locally. Bid documents were made available on March 4, 2022, and bids were submitted on March 30, 2022. All bids were over budget, and we were not able to secure additional funding with our local government. The Cecil Manor Elementary School HVAC Replacement Project was awarded FY2024 Healthy Schools Facility Funding approval on July 13, 2023. With savings from locally funded projects and new local government administration we are confident that we can secure the local share of this project and currently have the original A&E firm reviewing and updating the plan to ensure plans are up to code. We anticipate being able to advertise this project in June and have the CCPS Board approve the award recommendation at their meeting on August 13, 2025. Following, we would then submit our award recommendation to the IAC for consideration on the September 11, 2025, meeting agenda.

Because this project involves both the heating and cooling systems, to continue to provide a safe and conducive learning environment, the project schedule would span 12 months, with anticipated substantial completion being August 2026.

Cecil County Public Schools respectfully requests that the IAC approve an extension to have funds expended and requests for reimbursements submitted to November 1, 2026, to allow time for the completion of this project and processing of payments.

Sincerely,

A handwritten signature in black ink, appearing to read "C. C. Simpers", with a stylized, cursive script.

Charles C. Simpers
Director of Facilities

cc: Robert J. Buckley, Associate Superintendent for Administrative Services
Theodore L. Boyer, Executive Director of Administrative Services, CCPS
Denise Sopa, Chief Financial Officer, CCPS

Item 10. FY 2024 Healthy School Facility Fund Amendments – Garrett County Public Schools

Motion:

To revert \$372,400 of the FY 2024 Healthy School Facility Fund (HSFF) award to the Garrett County Public Schools (GCPS) Northern High School (PSC L11F014) partial roof project to the HSFF Statewide Reserve Account, and to transfer \$170,100 from the HSFF Statewide Reserve Account to the GCPS Southern High School (PSC L11F005) partial roof project.

Background Information:

On April 1, 2024, IAC staff received a request from GCPS requesting approval to rescind funding awarded to the Northern High School partial roof project and reallocate rescinded funds to the Southern High School partial roof project due to bids coming in slightly higher than anticipated, and to align costs for each project with the project bids received.

School Facility and PSC #	Project Type	Previously Approved Funds	Funding Change	New Funding Total
Northern HS (PSC L11F014)	Partial Roof Project	\$3,657,500	(\$372,400)	\$3,285,100
Southern HS (PSC L11F005)	Partial Roof Project	\$4,158,000	\$170,100	\$4,328,100
Total		\$7,815,500	(\$202,300)	\$7,613,200

IAC staff recommends approval of this realignment of funding.



Members of the Board of Education

Mr. M. Thomas Woods, President
Mr. Rodney B. Glotfelty, Vice President
Mrs. Sadie M. Liller, Associate Member
Mr. Don B. Morin, Associate Member
Mr. Matthew R. Trezise, Associate Member
Ms. Cadence M. Natividad, Student Board Member

770 Dennett Road • Oakland, Maryland 21550
Telephone: 301.334.8900 • <https://www.gcps.net/>

Superintendent of Schools
Dr. Brenda E. McCartney

MEMO

April 1, 2024

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

RE: Increase request for FY 2024 Healthy School Facility Fund Projects

Dear Mr. Donahue:

Garrett County Public Schools is requesting to adjust the funding allocations for Healthy School Facility Fund projects so the costs align with the project bids as presented in the table below.

This request is in accordance with the HSFF Administrative Procedures Guide FY 2024, Section 4 General, 4.1.6, at the time of contract award, the LEA may request an increase from the IAC of the HSFF funds.

Project	PSC #	Fiscal Year	Actual Project Bid Amount	Original Approved Funding	Proposed Revised State Funding	State Funding Adjustment
Northern HS Partial Roof	11.014	2024	\$3,458,000	\$3,657,500	\$3,285,100	(\$372,400)
Southern HS Partial Roof	11.005	2024	\$4,809,000	\$4,158,000	\$4,328,100	\$170,100
Totals			\$8,267,000	\$7,815,500	\$7,613,200	(\$202,300)

Respectfully,

Bobby Witt

Director of System Operations



Item 11. 2025 Legislative Session Summary Presentation

Motion:

This item is informational and does not require IAC action.

Background Information:

Please see the below presentation on the 2025 Legislative Session.

Alex Donahue, Executive Director
Cassandra Viscarra, Deputy Director
Victoria Howard, Policy Analyst



Interagency Commission on School Construction

Summary of the 2025 Legislative Session

May 8, 2025

HB 351

Capital Budget for FY 2026

- No reduction to HSFF funding
- County with largest enrollment no longer required to provide local funds under EGRC - currently Montgomery County
- Amends Ed. Article § 5-308 to require local repayment of outstanding bond debt on transferred facilities after 5 years instead of 2 years

Capital Budget

<u>Interagency Commission on School Construction</u>	GO Bonds	General Funds	Special Funds	Federal Funds	Revenue Bonds	Total
Aging Schools Program	6,109,000					6,109,000
Built to Learn Fund			69,000,000		302,225,000	371,225,000
Healthy School Facility Fund	90,000,000					90,000,000
Public School Construction Program (*)	290,857,000		9,143,411			300,000,411
Senator James E. "Ed" DeGrange Nonpublic Aging Schools Program	3,500,000					3,500,000
Supplemental Capital Grant Program	53,891,000					53,891,000
Subtotals	444,357,000		78,143,411		302,225,000	824,725,411

- \$69,000,000 Dedicated under BTL is for the PGCPs P3 payment with \$42 million coming from the local funds and the remainder from State funds
- \$9,143,441 of CIP funds are PAYGO Funding for the CIP via HB 350

HB 350

Operational Budget for FY
2026

Temporary fund restrictions:

- 1) \$100,000 until DLS accepts requested SFA data submitted on 3/14/2025
- 2) \$50,000 until DLS validates IAC school-mapping data standards
 - a) To be submitted by 6/30/2025 after IAC adoption on 6/12/2025
- 3) \$100,000 until IAC submits confirmation of submission of all reports due between 1/2023 & 1/2026.

IAC Operating Budget

- 81% salaries & benefits
- Increases to travel & communications to align with agency operations
- Reduction to contracts because BMS is fully developed
- Operating costs =<1% of Capital Outlay

Appropriation Statement		2024 Actual	2025 Appropriation	2026 Allowance
Number of Authorized Positions		41.00	44.00	44.00
01	Salaries, Wages and Fringe Benefits	5,432,585	5,834,724	6,700,868
03	Communications	300	15,255	20,255
04	Travel	68,847	50,000	75,000
07	Motor Vehicle Operation and Maintenance	8,055	4,800	4,800
08	Contractual Services	1,829,425	1,135,039	1,147,289
09	Supplies and Materials	11,452	7,500	10,000
11	Equipment - Additional	57,491	69,553	69,553
13	Fixed Charges	199,582	214,305	216,275
Total Operating Expenses		2,175,152	1,496,452	1,543,172
Total Expenditure		7,607,737	7,331,176	8,244,040
Net General Fund Expenditure		6,669,522	7,224,677	8,122,915
Reimbursable Fund Expenditure		938,215	106,499	121,125
Total Expenditure		7,607,737	7,331,176	8,244,040

Enrolled Bills

Enrolled bill for which the IAC was asked to provide a Fiscal Impact Statement:

- **SB 175: Public Safety - Fuel Gas Piping Systems and Corrugated Stainless Steel Tubing - Prohibitions and Study**
 - **Schools prohibited from using the type of steel tubing specified in the bill prior to enrollment.**

We'd love
to hear your questions

