



IAC MEETING AGENDA

Thursday, June 13, 2024

Virtual Meeting
9:00 a.m.

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Introduction

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

		Presenter	Page
1	Executive Director's Report	Alex Donahue, Executive Director	
2	Consent Agenda A. May 9, 2024 Meeting Minutes B. Contract Awards C. Revisions to Previously Approved Contracts D. Correction to Project Allocation Reversion E. Pass Through Grant Request - Talbot County Public Schools - Chapel District Elementary School (PSC 20.006) Renovation/Addition	Alex Donahue, Executive Director	2* 8* 141* 145* 146*
3	Maximum State Allocation Increase and Award of Reserve Funds - Washington County Public Schools - North Hagerstown High School (PSC 21.024) Window and Masonry Replacement	Lisa Vaughn, Capital Projects Manager	147*
4	Public Private Partnership - Prince George's County Public Schools - Informational Only	Alex Donahue, Executive Director; Heidi Dudderar, Assistant Attorney General	150
5	Gross Area Baseline Variance - Wicomico County Public Schools - Fruitland Primary School (PSC 22.016) Replacement	Sean Vorsteg, Capital Projects Manager	161*
6	FY 2025 Capital Improvement Program Supplemental Information Report - Informational Only	Jillian Storms, Executive Director, Maryland State Department of Education (MSDE) Office of School Facilities (OSF); Myron Mason, Administrator II, MSDE OSF	163
7	Built to Learn Funding Request - Montgomery County Public Schools - JoAnn Leleck Elementary School at Broad Acres (PSC 15.035) Replacement	Sheron Johnson, Funding Programs Assistant; Eugene Shanholtz, Lead Capital Projects Manager	191*
8	Built to Learn Funding Request and FY 2025 Capital Improvement Program Maximum State Allocation Revision - Montgomery County Public Schools - Crown High School (PSC 15.284) New Construction	Sheron Johnson, Funding Programs Assistant; Eugene Shanholtz, Lead Capital Projects Manager	193*
9	Nonpublic Aging Schools Program & Nonpublic School Safety Grants Procedure Revisions and Exception Approvals	Cassandra Viscarra, Deputy Director	195*
10	FY 2025 Amendments to Aging Schools Program Administrative Procedures Guide	Cassandra Viscarra, Deputy Director; Arabia Davis, Funding Programs Manager	197*
11	FY 2025 Amendments to Healthy Schools Facility Fund Administrative Procedures Guide	Cassandra Viscarra, Deputy Director; Arabia Davis, Funding Programs Manager	208*
12	Adoption of Final 14.39.02 COMAR Revisions	Victoria Howard, Policy Analyst	221*

Announcements

*Action Item



Item 2.A. May 9, 2024 IAC Meeting Minutes

Motion:

To approve the draft May 9, 2024 IAC Meeting Minutes, as presented.



DRAFT Meeting Minutes – May 09, 2024

Call to Order:

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

Members in Attendance:

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

Members Not in Attendance:

None.

Revisions to the Agenda:

None.

Public Comment:

Mr. Joseph Jakuta of Climate Parents of Prince George's County. Mr. Jakuta provided testimony requesting that the IAC develop Life-Cycle Cost standards that reflect fossil fuel-based equipment as having a shorter than current life-span due to the Climate Solutions Now Act limiting the use of fossil fuel powered equipment after 2045.

IAC Correspondence:

None.

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

Executive Director Alex Donahue informed the Commission that staff would present a summary of bills related to the IAC in agenda Item 10. Executive Director Donahue also gave a brief introduction to the Item 3's Capital Improvement Plan (CIP) 100% recommendations, in which he discussed how the increased cost of construction activities resulted in fewer funding recommendations than in past years, and stated that the appropriations to school construction have not kept pace with inflationary pressures. Executive Director Donahue also praised staff for the work they had done in compiling the recommendations for FY 2025 allocations. Lastly, Executive Director Donahue announced that the IAC was approved to procure an IT contractor to configure a new GIS-based facilities data system that will house the IAC's Statewide Facilities Assessment and Maintenance-Effectiveness Assessment data. He indicated that this procurement, the existing Business Management System currently in the process of being rolled out, and the Facilities Inventory Database will complete the Integrated Master Facilities Asset Library mandated in Education Article §5-310.

2. Consent Agenda – [Motion Carried]

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

a. April 11, 2024 Meeting Minutes

To approve the draft April 11, 2024 IAC Meeting Minutes, as presented.

b. Contract Awards

To approve contract procurement as presented.

c. Project Allocation Reversion

To revise the contract approval for St. Mary's County Public Schools' Town Creek Elementary School (PSC 18.014) HVAC Project, approved by the IAC on October 13, 2022, to revert \$464,640 to the reserve account for St. Mary's County.

d. Cancellation of Contract Award - Baltimore City Public Schools - Maree G. Farring Elementary/Middle School Annex (PSC 30.286)

To approve the cancellation of the contract awarded to Plano-Coudon, LLC for construction funding for the Baltimore City Public Schools Maree G. Farring Elementary/Middle School Annex (PSC 30.286) Renovation/Addition project.

3. FY 2025 Capital Improvement Program 100% Recommendations – [Motion Carried]

Funding Programs Manager Arabia Davis presented the 100% Capital Improvement Program (CIP) recommendations for FY 2025, totalling \$313.8 million plus an additional \$40 million for the Enrollment Growth and Relocatable Classrooms program, known as EGRC. Ms. Davis indicated that fewer Local Planning approvals were being recommended for approval FY 2025 than had been recommended in many recent fiscal years. Executive Director Donahue noted that this decrease was not due to issues with applications, but rather that this was due to the high amount of future funding liabilities that the State has already approved. Ms. Davis went on to detail the CIP recommendation spreadsheets in the agenda, highlighting a few LEAs and projects which warranted further explanation.

Upon a motion made by Mr. Gibbons, seconded by Ms. Lawlah, the IAC voted unanimously to approve the Fiscal Year 2025 Capital Improvement Program as presented in the total amount of \$363.3 million including \$358.8 million for allocation to funding requests, \$500,000 for Department of General Services (DGS) design consultant fees, and reserving \$3.9 million in new authorization for design/planning services and unanticipated project costs; and, to authorize the IAC staff to make minor adjustments to allocations based on calculation of the project's Maximum State Allocation amount to avoid the over-or under-funding of a project.

4. FY 2023 & 2024 Capital Improvement Program Amendment Request – Anne Arundel County Public Schools – [Motion Carried]

Capital Projects Manager Lisa Vaughn presented a request from Anne Arundel County Public Schools (AACPS) for funding adjustments for 16 different projects that were awarded funding via the FY 2023 and FY 2024 CIP. Ms. Vaughn cited that the adjustments were due to project contracts coming in lower than anticipated, and the rounding of State participation to the nearest \$1000 in CIP publications. Ms. Vaughn indicated that AACPS requested that the total amount of \$1,283,113 be reverted to their reserve account.

Mr. Darenberg inquired why AACPS appear to have received favorable bids when other counties seemingly have not. Ms. Vaughn indicated that this was due to AACPS using past cost information to establish project estimates, and due to market conditions and complexity of project scopes. Mr. Gibbons asked if prices are coming down compared to the significant inflation previously seen. Ms. Vaughn indicated that prices are not coming down across the board, and that the construction market is still seeing increased costs. She also indicated that the surplus is likely due to the unique situation of AACPS rather than any reduction in construction costs. Executive Director Donahue added that the IAC staff are currently in the process of compiling the cost per square foot from recent projects for the update to the State cost per square foot, which will be presented at the next IAC meeting. He added that there is a slight softening of inflation in the market, and that costs are not climbing as steeply as they previously were.

Upon a motion made by Mr. Gibbons, seconded by Mr. League, the IAC voted unanimously to approve Anne Arundel County Public Schools' (AACPS) request to amend the presented project allocations and revert unused FY 2023 and FY 2024 Capital Improvement Program (CIP) funds totaling \$1,283,113 to their reserve fund account.

5. FY 2023 Capital Improvement Program Amendment Request – Dorchester County Public Schools – Vienna Elementary School (PSC 09.005) HVAC Project – [Motion Carried]

Capital Projects Manager Sean Vorsteg presented the request from Dorchester County Public Schools to rescind \$2,232,000 of FY 2023 CIP funding for the Vienna Elementary School HVAC project, as the project will not be pursued due to the shifting priorities of the LEA. DCPS additionally requested that \$282,250 of this rescission be allocated to conduct feasibility studies at various elementary schools, and that the remaining \$1,949,750 be transferred to the LEA's reserve account.

Upon a motion made by Mr. Gibbons, seconded by Mr. League, the IAC voted unanimously to rescind the FY 2023 Capital Improvement Program (CIP) funding awarded to Dorchester County Public Schools' (DCPS) Vienna Elementary School (PSC 09.005) HVAC project totaling \$2,232,000 and transfer the funding to their reserve fund account for future use.

6. Maximum State Allocation and FY 2023 Capital Improvement Program Increase – Montgomery County Public Schools – Sligo Middle School (PSC 15.235) HVAC Replacement Project – [Motion Carried]

Capital Projects Director Melissa Wilfong presented a request from Montgomery County Public Schools (MCPS) for an increase to their Maximum State Allocation and their FY 2023 CIP award for the Sligo Middle School HVAC replacement project. Ms. Wilfong indicated that this request for increase is due to higher than anticipated bid results on the project.

Mr. Gibbons asked as to whether this increase was due to a change in project scope, or if it was just due to cost, and if this was due to a scarcity of HVAC units presently. Ms. Wilfong indicated that both scarcity of materials and an increase in cost due to recent inflationary pressures are factors in the increased project cost.

Upon a motion by Mr. Darenberg, seconded by Mr. Gibbons, the IAC voted unanimously to increase the Maximum State Allocation for Montgomery County Public Schools' (MCPS) Sligo Middle School (PSC 15.235) HVAC project from \$4,500,000 to \$6,180,000 and to transfer \$1,680,000 from the LEA's reserve fund account to the FY 2023 Capital Improvement Program (CIP) project, in accordance with COMAR 14.39.02.07.

7. Built to Learn Funding Request – Montgomery County Public Schools – Burtonsville Elementary School (PSC 15.285) Replacement Project – [Motion Carried]

Funding Programs Assistant Sheron Johnson presented a request for Built to Learn (BTL) funding for the MCPS Burtonsville Elementary School replacement project. Ms. Johnson indicated that MCPS was seeking \$29,907,000 to construct the new elementary facility, which would accommodate 762 students, and that the project aligned with the goals of the BTL program.

Upon a motion made by Vice-chair Eberhart, seconded by Mr. Darenberg, the IAC voted unanimously to approve Montgomery County Public Schools' request for Built to Learn construction funding for the Burtonsville Elementary School (PSC 15.285) Replacement project totaling \$29,907,000.

8. Built to Learn Funding Request – Montgomery County Public Schools – Greencastle Elementary School (PSC 15.155) Renovation/Addition Project – [Motion Carried]

Ms. Johnson also presented a request for funding approval of the MCPS Greencastle Elementary School renovation/addition project. For this project MCPS requested \$7,727,000 of BTL funds. Ms. Johnson indicated that the project aligned with the goals of the BTL program.

Upon a motion made by Mr. Gibbons, seconded by Mr. League, the IAC voted unanimously to approve Montgomery County Public Schools' request for Built to Learn construction funding for the Greencastle Elementary School (PSC 15.155) Renovation/Addition Project totaling \$7,727,000.

9. FY 2020 Healthy Schools Facility Fund Rescission Request – Calvert County Public Schools – Mt. Harmony Elementary School (PSC 04.007) Boiler Project – [Motion Carried]

Funding Programs Assistant Deterrion Sims presented a request from Calvert County Public Schools (CCPS) to rescind funding FY 2020 Healthy Schools Facility Fund (HSFF) funding for the Mt. Harmony Elementary School Boiler Project. CCPS indicated that due to local fiscal constraints, they are unable to complete the project, and request that the funds totalling \$62,010 be rescinded. Ms. Sims indicated that these funds would be reverted to the Statewide HSFF reserve account for future reallocation to other eligible projects.

Upon a motion made by Mr. Darenberg, seconded by Mr. Boyd, the IAC voted unanimously to rescind the \$62,010 awarded through the FY 2020 Healthy School Facility Fund for Calvert County Public Schools' Mt. Harmony Elementary School (PSC 04.007) boiler replacement project.

10. 2024 Legislative Session Summary – [Informational Only]

Policy Analyst Victoria Howard presented an informational item summarizing the 2024 Legislative Session bills which had an impact on the IAC and related stakeholders. Ms. Howard provided summaries of HB 1390: Public School Construction - Funding and Administration, HB 472: Establishment of the School Mapping Data Program, and several bills that impacted specific LEAs and asked for members of the IAC to serve on workgroups relating to school construction and funding in Calvert and Frederick Counties.

Deputy Director Cassandra Viscarra presented information regarding the Capital and Operating Budget bills, as well as the Budget Reconciliation and Financing Act of 2024 (BRFA). Most notably, the BRFA repealed Ed. Article §5-315, which created and funded the School Construction Revolving Loan Fund, and transfers the existing \$40 million to fund the Blueprint for Maryland's Future Fund.

11. Executive Session – Closed

Upon a motion by Mr. Darenberg, seconded by Vice-chair Eberhart, the IAC voted unanimously to meet in Executive Session at 9:41am, pursuant to General Provision Article §3-305(b)(7), to obtain the advice of legal counsel on a law or regulation affecting the Commission.

Announcements:

None.

Adjournment:

Upon a motion by Mr. Darenberg, seconded by Mr. Boyd, the IAC voted unanimously to adjourn the meeting at 10:23am.

Draft

Item 2.B. Contract Awards

Motion:

To approve the contract procurements, as presented on the following pages, and to approve the reversion of the amount presented in Table 1 to the LEA's reserve account.

Background Information:

This item includes a contract award that, if approved, will result in an unused project award balance. The LEA requests that the remaining award balance be reverted for future use.

Table 1. Washington County Public Schools Reversions

Project Name	PSC #	Funding Program	Amount
Smithsburg Middle Roof	21.008	FY 2023 Capital Improvement Program	\$487,369

Contract Awards Report

LEA Name	Project Name	PSC Number	Company Name	Recommended Local Funds	Recommended State Funds	Total Contract Amount	Applicable State Cost Share Percentage	Basis for Award of Contract	Date of the IAC Meeting	Commitment Type
Anne Arundel	Bodkin Elementary/Cabinetry Replacement	02.062	Hayes Construction, Inc.	\$ 13,667	\$ 161,311	\$ 174,978	100%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	Brawner Builders, Inc.	\$ 5,865,124	\$ 4,662,876	\$ 10,528,000	50%	Base Bid	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	C. T. Electrical Corporation	\$ 7,835,040	\$ 6,279,960	\$ 14,115,000	50%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	Electrical Automation Services, Inc	\$ 964,034	\$ 780,666	\$ 1,744,700	50%	Base Bid	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	G. E. Tignall & Co., Inc.	\$ 12,378,106	\$ 9,958,894	\$ 22,337,000	50%	Base Bid	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	Glass Industries, LLC	\$ 1,709,671	\$ 1,372,329	\$ 3,082,000	50%	Base Bid	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	Grimm & Parker Architects	\$ 3,606,211	\$ 2,920,276	\$ 6,526,487	50%	Base Bid	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	J. A. Argetakis Contracting Co.	\$ 2,626,866	\$ 2,038,134	\$ 4,665,000	50%	Base Bid	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	Locust Lane Farms, Inc.	\$ 7,070,480	\$ 5,474,575	\$ 12,545,055	50%	Base Bid	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	Oak Contracting, LLC	\$ 3,242,769	\$ 1,724,627	\$ 4,967,396	50%	Base Bid	06.13.2024	Contract/RFP
Anne Arundel	Center of Applied Technology North/Replacement	02.138	S. A. Halac Iron Works, Inc.	\$ 4,845,999	\$ 3,904,001	\$ 8,750,000	50%	Base Bid	06.13.2024	Contract/RFP
Baltimore City	Abbottston Building # 050/Roof	30.224	Prime AE	\$ -	\$ 228,532	\$ 228,532	100%	Base Bid	06.13.2024	Contract/RFP
Baltimore City	Edgecombe Circle PK-8 # 062/HVAC/Roof/Fire Alarm	30.199	Grimm & Parker Architects	\$ -	\$ 190,545	\$ 190,545	100%	Base Bid	06.13.2024	Contract/RFP
Baltimore City	Gardenville Elementary # 211/Elevator	30.161	Chilmar Corporation	\$ 16,472	\$ 395,320	\$ 411,792	96%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Baltimore City	Morrell Park PK-8 #220/Roof	30.149	St. Mary's Roofing & Home Improvement, LLC	\$ 1,286,125	\$ 2,323,200	\$ 3,609,325	96%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Baltimore City	The Mt. Washington School #221/Roof	30.268	St. Mary's Roofing & Home Improvement, LLC	\$ 198,530	\$ 1,145,000	\$ 1,343,530	96%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Baltimore County	Baltimore/Dundalk Middle School/Air-conditioning	03.041	Patapsco Mechanical, LLC	\$ 717,400	\$ 893,000	\$ 1,464,000	61%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Baltimore County	Baltimore/Randallstown High School/Air-conditioning/	03.032	Flo-Tron Contracting, Inc.	\$ 1,018,220	\$ 1,267,580	\$ 2,285,800	61%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Dorchester	Maple Elementary/Security Vestibule	09.010	AIM Service Inc	\$ -	\$ 5,200	\$ 5,200	100%	Proposal	06.13.2024	Small Purchase (Quote/Proposal)
Dorchester	Maple Elementary/Security Vestibule	09.010	Haun Environmental Consulting	\$ -	\$ 1,600	\$ 1,600	100%	Proposal	06.13.2024	Small Purchase (Quote/Proposal)
Dorchester	Maple Elementary/Security Vestibule	09.010	Oak Contracting, LLC	\$ -	\$ 243,894	\$ 243,894	100%	Base Bid Plus Alternates	06.13.2024	Contract/RFP

LEA Name	Project Name	PSC Number	Company Name	Recommended Local Funds	Recommended State Funds	Total Contract Amount	Applicable State Cost Share Percentage	Basis for Award of Contract	Date of the IAC Meeting	Commitment Type
Dorchester	Sandy Hill Elementary/Security Vestibule	09.001	AIM Service Inc	\$ -	\$ 5,200	\$ 5,200	100%	Base Bid	06.13.2024	Small Purchase (Quote/Proposal)
Dorchester	Sandy Hill Elementary/Security Vestibule	09.001	Haun Environmental Consulting	\$ -	\$ 1,600	\$ 1,600	100%	Proposal	06.13.2024	Small Purchase (Quote/Proposal)
Dorchester	Sandy Hill Elementary/Security Vestibule	09.001	Oak Contracting, LLC	\$ -	\$ 249,861	\$ 249,861	100%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Dorchester	South Dorchester Pre K-8/HVAC/Fire Safety	09.012	T & G Moving	\$ 1,737	\$ 23,064	\$ 24,801	93%	Quote	06.13.2024	Small Purchase (Quote/Proposal)
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	American Design Associates Inc	\$ 63,339	\$ 147,790	\$ 211,129	70%	Base Bid	06.13.2024	Intergovernmental Cooperative Agreement
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	B&H Foto & Electronics Corp	\$ 307	\$ 713	\$ 1,020	70%	Quote	06.13.2024	Small Purchase (Quote/Proposal)
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	Dick Blick Company - Blick Art Materials	\$ 1,131	\$ 2,637	\$ 3,768	70%	Base Bid	06.13.2024	Small Purchase (Quote/Proposal)
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	Douron, Inc.	\$ 14,244	\$ 33,233	\$ 47,477	70%	Quote	06.13.2024	Contract/RFP
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	Henry Schein Inc	\$ 62	\$ 143	\$ 205	70%	Quote	06.13.2024	Intergovernmental Cooperative Agreement
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	MCN Build, Inc.	\$ 5,092,216	\$ 11,561,003	\$ 16,653,219	70%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	Paul E Dixon - Thompson Safe LLC	\$ 594	\$ 1,385	\$ 1,979	70%	Base Bid	06.13.2024	Small Purchase (Quote/Proposal)
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	Pyramid Paper Company - Pyramid School Products	\$ 643	\$ 1,498	\$ 2,141	70%	Quote	06.13.2024	Small Purchase (Quote/Proposal)
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	School Specialty, Inc.	\$ 57	\$ 132	\$ 189	70%	Base Bid	06.13.2024	Contract/RFP
Frederick	Ballenger Creek Elementary/Limited Renovation	10.043	William V MacGill & Company - MacGill & Co.	\$ 479	\$ 1,119	\$ 1,598	70%	Base Bid	06.13.2024	Small Purchase (Quote/Proposal)
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	American Design Associates Inc	\$ 74,042	\$ 137,507	\$ 211,549	65%	Base Bid	06.13.2024	Intergovernmental Cooperative Agreement
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	B&H Foto & Electronics Corp	\$ 357	\$ 663	\$ 1,020	65%	Base Bid	06.13.2024	Small Purchase (Quote/Proposal)
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	Dick Blick Company - Blick Art Materials	\$ 1,319	\$ 2,449	\$ 3,768	65%	Base Bid	06.13.2024	Small Purchase (Quote/Proposal)
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	Douron, Inc.	\$ 16,618	\$ 30,859	\$ 47,477	65%	Base Bid	06.13.2024	Contract/RFP
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	Henry Schein Inc	\$ 72	\$ 133	\$ 205	65%	Base Bid	06.13.2024	Intergovernmental Cooperative Agreement
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	MCN Build, Inc.	\$ 6,028,067	\$ 10,939,624	\$ 16,967,691	65%	Base Bid Plus Alternates	06.13.2024	Contract/RFP

LEA Name	Project Name	PSC Number	Company Name	Recommended Local Funds	Recommended State Funds	Total Contract Amount	Applicable State Cost Share Percentage	Basis for Award of Contract	Date of the IAC Meeting	Commitment Type
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	Paul E Dixon - Thompson Safe LLC	\$ 693	\$ 1,286	\$ 1,979	65%	Base Bid	06.13.2024	Small Purchase (Quote/Proposal)
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	Pyramid Paper Company - Pyramid School Products	\$ 749	\$ 1,392	\$ 2,141	65%	Base Bid	06.13.2024	Contract/RFP
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	School Specialty, Inc.	\$ 67	\$ 122	\$ 189	65%	Base Bid	06.13.2024	Intergovernmental Cooperative Agreement
Frederick	Spring Ridge Elementary/Limited Renovation	10.049	William V MacGill & Company - MacGill & Co.	\$ 559	\$ 1,039	\$ 1,598	65%	Base Bid	06.13.2024	Small Purchase (Quote/Proposal)
Harford	Aberdeen Middle/HVAC/Windows/Door	12.006	Towson Mechanical, Inc.	\$ 15,504,274	\$ 13,262,726	\$ 28,767,000	68%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
Somerset	Crisfield Academy & High School/Structural/ HVAC/Doors and Windows	19.004	Becker Morgan Group Inc.	\$ -	\$ 1,802,500	\$ 1,802,500	100%	Proposal	06.13.2024	Intergovernmental Cooperative Agreement
Somerset	Greenwood Elementary School/Replacement	19.014	Becker Morgan Group Inc.	\$ -	\$ 236,500	\$ 236,500	100%	Proposal	06.13.2024	Intergovernmental Cooperative Agreement
St. Mary's	Lettie Marshall Dent Elementary/Limited Renovation	18.017	Complete Commissioning	\$ 39,560	\$ 54,630	\$ 94,190	58%	Base Bid	06.13.2024	Job-Order-Contract
St. Mary's	Lettie Marshall Dent Elementary/Limited Renovation	18.017	Douron, Inc.	\$ 275,597	\$ 380,585	\$ 656,182	58%	Quote	06.13.2024	Intergovernmental Cooperative Agreement
St. Mary's	Lettie Marshall Dent Elementary/Limited Renovation	18.017	Scheibel Construction, Inc.	\$ 7,443,880	\$ 10,245,120	\$ 17,689,000	58%	Base Bid Plus Alternates	06.13.2024	Contract/RFP
St. Mary's	Lettie Marshall Dent Elementary/Limited Renovation	18.017	Smolen Emr Ilkovitch Architects	\$ 273,676	\$ 377,932	\$ 651,608	58%	Base Bid	06.13.2024	Contract/RFP
St. Mary's	Lettie Marshall Dent Elementary/Limited Renovation	18.017	Smolen Emr Ilkovitch Architects	\$ 11,033	\$ 15,235	\$ 26,268	58%	Base Bid	06.13.2024	Contract/RFP
Washington	North Hagerstown High/Windows & Masonry	21.024	Unisource Services, LLC	\$ 612,059	\$ 790,000	\$ 1,402,059	79%	Base Bid	06.13.2024	Contract/RFP
Washington	Smithsburg Middle/Roof	21.008	Tecta America East, LLC	\$ 514,269	\$ 1,934,631	\$ 2,448,900	79%	Base Bid	06.13.2024	Contract/RFP
Washington	Williamsport High/Electrical Upgrade	21.031	S & S Electric, Inc.	\$ 157,500	\$ 592,500	\$ 750,000	79%	Base Bid	06.13.2024	Contract/RFP

23CN-011-010

Bodkin Elementary School Casework Replacement

CONTRACTOR	Baltimore Contractors, Inc.	Strayer Contracting, Inc.	Henley Construction Company	Hayes Construction Company
BASE BID	\$225,988	\$223,070	\$326,000	\$170,880
ALTERNATE #2	\$3,140	\$5,200	\$2,400	\$4,098
TOTAL	\$229,128	\$228,270	\$328,400	\$174,978

BOLD INDICATES AWARDEE

Alternate 2 - Solid Surface Countertop in lieu of PLAM at sink locations in 3 room-003, 012, & 020.

24CN-205

**Center of Applied Technology North Replacement
6A- Carpentry, Casework, Greenhouse, and Misc.
Equipment**

CONTRACTOR	Brawners Builders, Inc	Nastos Construction, Inc		
Base Bid	\$10,528,000.00	\$10,700,000.00		

Bold Indicates Awardee

24CN-213

Center of Applied Technology North Replacement
16A - Electrical, Fire Alarm, A/V, and Security Systems

CONTRACTOR	C. T. Electrical Corp	BoMark Electric	Action Electrical Contractors, Inc
Base Bid	\$14,050,000.00	\$14,495,000.00	\$15,482,000.00
Alternate No. 8	\$65,000.00	\$106,000.00	\$144,000.00
Total	\$14,115,000.00	\$14,601,000.00	\$15,626,000.00

Bold Indicates Awardee

Alternate No.8 - Provide advanced metering and associated components.

Contract Award Proposal - Anne Arundel Center of Applied Technology North Replacement



Estimator: Ronald Snedegar *r.snedegar@easicontrols.com*

3410 Mountain Rd.
Pasadena, Md, 21122
(410) 437-3103
www.easicontrols.com
02/07/2024

101052 AACPS CAT North

Proposal/Quotation

Client	Location
Paul Archibald ANNE ARUNDEL COUNTY PUBLIC SCHOOLS ANNAPOLIS, MD 21401	AACPS CAT North Millersville, MD

Scope

The Pricing in this proposal reflects the Construction Agreement 19CN-061 Automated Temperature Controls-Installation and Services:

BASE SCOPE OF WORK:

Reference Documents:

1. Mechanical Plans M001 through M709 by James Posey Associates dated 1-9-24
2. Specification 230900 dated 1-9-24
3. Addendum-1 dated 2-6-24

Demolition and new work Old Mill MS South

~~Cut, cap, and make safe controls for (3) boiler oil burners and (2) DWH oil burners. Reconnect (3) new boiler gas burners and (2) new DHW gas burners. All controllers are existing. Reuse existing conduit and wiring. Provide programming and commissioning.~~
Cut, cap, and make safe (19) VAV's and remove control wiring back to source.
Cut, cap, and make safe control wiring for select equipment in designated areas to allow for removal by the mechanical contractor. All equipment, controls, conduit, and wiring will be removed by others.

DOAS-1, 14 and 15 (3)

Unit to come with NEMA 3R enclosure for DDC controller, all DX operating/safety controls and outside, exhaust, recirc, HX bypass, and (4) fan isolation dampers. We will provide and install Honeywell BACnet Spyder controller with I/O modules, exhaust air, outside air, entering DX, leaving DX, unit discharge, EA entering and EA entering wheel temperature sensors; entering DX humidity sensor, room temp/humidity sensor; suction pressure transmitter, low limit static pressure switch, refrigeration start/stop, setpoint and alarm, compressor start/stop, status, and setpoint, (2) supply and (2) exhaust fan stop/start, status and alarm relays; enthalpy wheel start/stop, status and alarm relays; (5) VFD speed signals, enthalpy wheel rotation sensor, hot gas start/stop and setpoint, supply and return duct smoke detector alarm relays, (1) control valve signal, reversing valve signal, outside, exhaust, recirc, HX bypass, (4) fan isolation dampers actuators and associated control wiring. Provide and install (5) VFD's (line and load wiring by the electrical contractor). Provide (1) control valve for installation by the mechanical contractor. Provide programming and commissioning.

DOAS-13, 16, 17 and 18 (4)

Unit to come with NEMA 3R enclosure for DDC controller, all DX operating/safety controls and outside, exhaust, recirc, HX bypass, and (4) fan isolation dampers. We will provide and install Honeywell BACnet Spyder controller with I/O modules, exhaust air, outside air, entering DX, leaving DX, unit discharge, EA entering and EA entering wheel temperature sensors; entering DX humidity sensor, return humidity sensor, room temp/humidity sensor; low limit static pressure switch, refrigeration start/stop, setpoint and alarm, compressor start/stop, status, and setpoint, (2) supply and (2) exhaust fan stop/start, status and alarm relays; enthalpy wheel start/stop, status and alarm relays; (5) VFD speed signals, enthalpy wheel rotation sensor, supply and return duct smoke detector alarm relays, (1) control valve signal, reversing valve signal, outside, exhaust, recirc, (4) fan isolation dampers actuators and associated control wiring. Provide and install (5) VFD's (line and load wiring by the electrical contractor). Provide (1) control valve for installation by the mechanical contractor. Provide programming and commissioning.

DOAS-2, 3, 5 and 6 (4)

Unit to come with NEMA 3R enclosure for DDC controller, all DX operating/safety controls and outside, exhaust, recirc, HX bypass, and (4) fan isolation dampers. We will provide and install Honeywell BACnet Spyder controller with I/O modules, exhaust air, outside air, entering DX, leaving DX, unit discharge, EA entering and EA entering wheel temperature sensors; entering DX humidity sensor, room temp/humidity sensor; suction pressure transmitter, room CO sensor, (1) NO2 sensor (DOAS-5 only), (4) AFM signals, low limit static pressure switch, refrigeration start/stop, setpoint and alarm, compressor start/stop, status, and setpoint, (2) supply and (2) exhaust fan stop/start, status and alarm relays; enthalpy wheel start/stop, status and alarm relays; (5) VFD speed signals, enthalpy wheel rotation sensor, hot gas start/stop and setpoint, supply and return duct smoke detector alarm relays, (1) control valve signal, reversing valve signal, outside, exhaust, recirc, HX bypass, (4) fan isolation dampers actuators and associated control wiring. Provide and install (5) VFD's (line and load wiring by the electrical contractor). Provide (1) control valve and (4) AFM's for installation by the mechanical contractor. Provide programming and commissioning.

DOAS-4, 8 and 9 (3)

Unit to come with NEMA 3R enclosure for DDC controller, all DX operating/safety controls and outside, exhaust, and recirc dampers. We will provide and install Honeywell BACnet Spyder controller with I/O modules, exhaust air, outside air, entering DX, leaving DX, unit discharge, EA entering and EA entering wheel temperature sensors; entering DX humidity sensor, return humidity sensor, room temp/humidity sensor, low limit static pressure switch, refrigeration start/stop, setpoint and alarm, compressor start/stop, status, and setpoint, (1) supply and (1) exhaust fan stop/start, status and alarm relays; enthalpy wheel start/stop, status and alarm relays; (3) VFD speed signals, enthalpy wheel rotation sensor, supply and return duct smoke detector alarm relays, (1) control valve signal, reversing valve signal, outside, exhaust, recirc dampers actuators and associated control wiring. Provide



Estimator: Ronald Snedegar

and install (3) VFD's (line and load wiring by the electrical contractor). Provide (1) control valve for installation by the mechanical contractor. Provide programming and commissioning.

DOAS-7, 11 and 12 (3)

Unit to come with NEMA 3R enclosure for DDC controller, all DX operating/safety controls and outside, exhaust, face/bybass and recirc dampers. We will provide and install Honeywell BACnet Spyder controller with I/O modules, exhaust air, outside air, entering DX, leaving DX, unit discharge, EA entering and EA entering wheel temperature sensors; entering DX humidity sensor, room temp/humidity sensor; (1) room pressure transmitter, low limit static pressure switch, refrigeration start/stop, setpoint and alarm, compressor start/stop, status, and setpoint, (1) supply and (1) exhaust fan stop/start, status and alarm relays; enthalpy wheel start/stop, status and alarm relays; (3) VFD speed signals, enthalpy wheel rotation sensor, hot gas start/stop and setpoint, supply and return duct smoke detector alarm relays. (1) control valve signal, reversing valve signal, outside, exhaust, recirc damper, face/ bypass actuators and associated control wiring. Provide and install (3) VFD's (line and load wiring by the electrical contractor). Provide (1) control valve for installation by the mechanical contractor. Provide programming and commissioning.

DOAS-10 (1)

Unit to come with NEMA 3R enclosure for DDC controller, all DX operating/safety controls and outside, exhaust, and recirc dampers. We will provide and install Honeywell BACnet Spyder controller with I/O modules, exhaust air, outside air, entering DX, leaving DX, unit discharge, EA entering and EA entering wheel temperature sensors; entering DX humidity sensor, return humidity sensor, (2) room temp/humidity sensors; (2) room CO2 sensors, (4) AFM signals, (1) static pressure transmitter, low limit static pressure switch, refrigeration start/stop, setpoint and alarm, compressor start/stop, status, and setpoint, (1) supply and (1) exhaust fan stop/start, status and alarm relays; enthalpy wheel start/stop, status and alarm relays; (3) VFD speed signals, enthalpy wheel rotation sensor, supply and return duct smoke detector alarm relays, (1) control valve signal, reversing valve signal, outside, exhaust, recirc, (2) CA dampers actuators and associated control wiring. Provide and install (3) VFD's (line and load wiring by the electrical contractor). Provide (1) control valve (4) AFM's, and (2) dampers for installation by the mechanical contractor. Provide programming and commissioning.

RHPU-1

Unit to come with NEMA 3R enclosure for DDC controller, all DX operating/safety controls and outside, exhaust, and return air dampers. We will provide and install Honeywell BACnet Spyder controller with I/O modules, mixed air, unit discharge, and return air temperature sensors; return humidity sensor, room temp/humidity sensor; room CO2 sensor, (5) AFM signals, suction pressure transmitter, room pressure transmitter, low limit static pressure switch, refrigeration start/stop, setpoint and alarm, compressor start/stop, status, and setpoint, (2) supply and (2) exhaust fan stop/start, status and alarm relays; (4) VFD speed signals, hot gas start/stop and setpoint, supply and return duct smoke detector alarm relays, (1) control valve signal, reversing valve signal, outside, exhaust, return air dampers actuators and associated control wiring. Provide and install (4) VFD's (line and load wiring by the electrical contractor). Provide (1) control valve and (5) AFM's for installation by the mechanical contractor. Provide programming and commissioning.

MAU Ranges (9) MAU-7-1, 7-2, 11-1 through 11-5, 12-1, 12-2

Unit to come fully packaged with control panel, all controls, gas heat/safety's, gas control valve, temperature sensors, and damper/actuators. We will mount the control panel and provide interlock wiring for manufacturers sensors and duct smoke detector. Provide and install a control panel, transformer, Honeywell BACnet Spyder controller, enable relay, supply fan status, supply air temperature sensor, EF start/stop relay and status relay, and associated control wiring. Provide and install (2) VFD's (line and load wiring by the electrical contractor). All startup, commissioning, sequences, demonstration, and warranties for packaged controls are by the unit manufacturer. Provide programming and commissioning.

MAU Welding (4) MAU-1-1, 1-2, 16-1, 16-2

Unit to come with packaged gas heat, safety's, gas control valve, and dampers. Provide and install a control panel, transformer, Honeywell BACnet Spyder controller, supply air temperature sensor, supply fan start/stop and status relays, exhaust fan start/stop and status relays, gas heat signal, gas heat enable relay, local wall switch, supply duct smoke detector alarm relay, outside air damper actuator and associated control wiring. Provide programming and commissioning.

(70) WSHP's (Packaged)

Units shall be provided fully packaged with factory installed prewired controls and a controller including thermostat, drain pan sensor, supply air temperature sensor and fan status relay. We will provide control valve signal, end switch wiring, manufacturers thermostat wiring, and BACnet integration wiring to factory BACnet ready controller. Wire factory humidity sensor for (8) total units. Interlock supply and return duct smoke detector for (7) total units. Provide (1) valve for installation by the mechanical contractor. All start up, commissioning, sequences, demonstration, and warranties are by the unit manufacturer.

ECUH's (11), EPUH's (35)

Provide and install a room temperature sensor, stop/start relay, and associated control wiring to the closest controller. Provide programming and commissioning.

ECH's (2), EBH (4)

Units are furnished with integral thermostat. We will provide a start/stop relay and associated wiring to the closest controller. Provide programming and commissioning.

DSS MDF/DF (10)

Unit to come with factory wired controls and remote thermostat. We will mount and wire the thermostat, interlock the outdoor unit, and provide and install (10) zone sensors with associated control wiring to closest DDC controller for monitoring and alarming purposes. Provide programming and commissioning.

DSS Elevator (2)

Unit to come with factory wired controls and remote thermostat. We will interlock the outdoor unit, interlock 2 duct smoke detectors, mount and wire manufacturers remote temperature sensor and provide interface to manufacturers wall controller. Provide programming and commissioning.

CRAC Units (6)

Units shall be provided fully packaged with factory installed prewired controls and a controller. We will provide manufacturer's thermostat wiring, condenser interlock, and BACnet integration wiring to factory BACnet ready controller. We will provide and install (2) zone sensors, (1) humidity sensor, unit stop/start relay, unit alarm, unit compressor status, and associated control wiring to closest DDC controller. CRAC unit start-up, commissioning, sequences, demonstration, and warranties are by the unit manufacturer. Provide programming and commissioning.



Estimator: Ronald Snedegar

3410 Mountain Rd.
Pasadena, Md, 21122
(410) 437-3103
www.easicontrols.com
02/07/2024

EF type-A (1)

Provide and install a stop/start relay, status relay and associated control wiring to closest DDC controller. Provide programming and commissioning.

EF type-B (9)

Provide and install a zone temperature sensor, fan stop/start and status relays, (1) damper actuator and associated control wiring to closest DDC controller. Provide (1) damper for installation by the mechanical contractor. Provide programming and commissioning.

EF type-K, E (5)

Provide and install a status relay interlocked to associated equipment, fan stop/start relay, fan status relay and associated control wiring to closest DDC controller. Provide programming and commissioning.

EF type- G, H, J (9)

Provide and install a local switch, fan stop/start relay, status relay and associated control wiring to closest DDC controller. Provide programming and commissioning.

EF type-D (5)

Manual timer switch is provided, installed, and wired by Div-26 Provide a status relay and associated wiring to the closest controller. Provide commissioning.

SF-0-1 type-B (1)

Provide and install a zone temperature sensor, fan stop/start and status relays, (2) damper actuators and associated control wiring to closest DDC controller. Provide (1) damper for installation by the mechanical contractor. Provide programming and commissioning.

EF type-L (1)

Provide and install a stop/start relay, status relay and associated control wiring to closest DDC controller. Provide programming and commissioning.

VRF System

All equipment to come with factory installed controls and remote thermostats. System Controller to come with BACnet ready card for integration to EMS. We will mount and wire System Controller, (23) thermostats and provide and install interlock wiring between (23) indoor units, (2) branch selectors and (1) outdoor unit. Provide and install (2) override switches and associated wiring to the closest controller. All startup, commissioning, sequences, demonstration, and warranties are by the equipment manufacturer. Provide and install (1) flow switch, and (1) control valve for WCCU and associated control wiring to the closest controller. Provide programming and commissioning.

Geothermal system

We will provide and install a control panel, JACE-8 controller with I/O modules, (1) global outside air temperature/humidity sensor, (2) pipe temperature sensors, (1) differential pressure transmitter, (1) flow meter, (3) pump stop/start, status, and alarm relays, (3) pump speed signals, (1) control valve signal and associated control wiring. Provide (1) control valve, (2) wells and (1) flow meter kit for installation by the mechanical contractor. Provide and install (3) VFD's (line/load wiring by the electrical contractor). Provide programming and commissioning.

DHW Pumps (2)

Provide and install (2) pump stop/start and status relay, (2) pipe temperature sensor and associated control wiring to closest DDC controller. Provide programming and commissioning.

Emergency Shutdown Switch

Provide and install an emergency fan disconnect switch and associated control wiring to closest DDC controller. Provide programming and commissioning.

High temperature ref/freezer alarms

Provide and install (4) temperature sensors and associated control wiring to closest DDC controller for alarming purposes. Provide programming and commissioning.

Elevator Sump

Provide general alarm, status relay and associated control wiring to closest controller. Package wiring by others. Provide programming and commissioning.

Domestic Water Submeter

Provide monitoring for (1) make-up domestic water submeter and associated wiring to closest controller. Provide (1) flow meter for installation by mechanical contractor. Provide programming and commissioning.

CO detection (1)

Provide and install (1) Honeywell E3POINT CO detectors for DHW heaters and associated control wiring to closest DDC controller for alarming purposes. Provide programming and commissioning.

Building Static Pressure Monitoring

Provide and install (2) building static pressure transmitters for monitoring and trending. Provide programming and commissioning.

Thermostat guards (200)

Provide and install (200) thermostat guards.

ATS Monitoring (3)

Provide monitoring for (3) Automatic Transfer Switches and associated wiring to the closest controller. Provide programming and commissioning.

Wall Humidifier (1)

Unit to come fully package with all controls and remote humidity sensor. We will mount and wire the manufacturer's humidity sensor. Provide a separate humidity sensor and associated wiring to the closest controller for monitoring and alarming purposes. Provide programming and commissioning.

Network



Estimator: Ronald Snedegar

3410 Mountain Rd.
Pasadena, Md, 21122
(410) 437-3103
www.easicontrols.com
02/07/2024

Provide and install (2) JACE-8100 supervisory controllers and BACnet communication cabling to new Honeywell controllers, (6) CRAC units, (70) WSHP's and VRF system controller. Provide system graphics on existing workstation.

Tablet/Training

Provide an allowance of \$10,000 for tablet and training.

DSS (1) (Alternate Greenhouse)

Unit to come with factory wired controls and remote thermostat. We will mount and wire the thermostat, interlock the outdoor unit, and provide and install a control panel, Honeywell BACnet Spyder controller, and (1) zone sensor for monitoring and alarming purposes. Provide and install (2) additional temperature sensors in the greenhouse for monitoring and alarming purposes. Provide programming and commissioning.

Exclusions

- Air and water balancing.
- Programming/commissioning of 3rd party DDC controllers. OEM manufacturer is responsible for engineer's sequence programming and points required for monitoring and control.
- All work associated with fire alarm system, smoke dampers and fire dampers.
- Cutting, patching, and painting.
- Demolition and installation of mechanical equipment, piping, wells, ductwork, AFM's, dampers, pressure taps and valves.
- Furnishing electrical equipment: Starters, disconnects, circuit breakers etc.
- Power wiring.
- Premium time.
- Start-up and warranty of controls and equipment not provided and installed by EASI.
- All wall rough-in for temperature, humidity, CO2, etc., is provided by Div-26.
- All Type-D exhaust fan timers and wiring by Div-26.
- Gas metering and lighting control.
- WSHP's - providing any additional controls, controllers, temperature sensors or fan status relays.
- All work associated with advanced metering. Advanced metering is by Div-26.
- All work associated with dust collection systems.

NOTES:

- Access, escorts, and parking to be provided by owner.
- All work to be performed during normal working hours.
- Price includes engineered drawings, demonstration and (2) year warranty.
- Price reflects open plenum rated cable installation above accessible ceilings and inside RTU, EMT where exposed and GRC in boiler mechanical room.
- WSHP equipment power will be used for DDC controls.
- Work is limited to equipment specified in this proposal.

Base Price: \$1,744,700

Add Alternate-1 (Greenhouse): \$4700

Acceptance Form

Accepted By: _____ Date: _____

Title: _____ PO#: _____

Contract Bid Tab - Anne Arundel Center of Applied Technology North Replacement

24CN-212

**Center of Applied Technology North Replacement
15A - Mechanical, Plumbing, and Sprinkler Systems**

CONTRACTOR	GE Tignall & Co, Inc	Towson Mechanical, Inc.	Fresh Air Concepts	
Base Bid	\$22,337,000.00	\$22,712,000.00	\$25,678,000.00	

Bold Indicates Awardee

24CN-207

Center of Applied Technology North Replacement

8A- Windows, Storefront, and Curtain Walls

CONTRACTOR	Glass Industries, LLC	Engineered Construction Products Ltd	Zephyr Aluminum LLC	
Base Bid	\$3,082,000.00	\$3,225,470.00	\$3,540,000.00	

Bold Indicates Awardee

Contract Award Proposal - Anne Arundel Center of Applied Technology North Replacement

Item No. 5.02

Anne Arundel County Public Schools

Agenda for: **June 16, 2022**

Exhibit Attached: Y

AGENDA ITEM FOR THE BOARD OF EDUCATION

Action

Review

June 16, 2022
(Preferred Date)

(Absolute Date)

STAFF PRESENTATION: NO

FISCAL IMPACT: YES

DOLLAR AMOUNT: \$6,526,487

BUDGETED: YES

BUDGET SOURCE: Capital Funds

SUBJECT: Award of Contract #19CN-145-035, Architectural, Engineering, Design, and Construction Administration Services for the Center of Applied Technology North Replacement Project, to Grimm + Parker Architects

TERM: Substantial Completion: August 31, 2026

THE ISSUE: Anne Arundel County Public Schools requires architectural, engineering, design, and construction administration services for the Center of Applied Technology North replacement project. The MBE Participation Schedule is attached.

		<u>MBE Goal %</u>	<u>Achievement %</u>
REFERENCES: Anne Arundel County Public Schools	Jessup Elementary School	15	15.99
Anne Arundel County Public Schools	Pershing Hill Elementary School	15	12.5
Anne Arundel County Public Schools	Rolling Knolls Elementary School	15	16

FACILITIES COST ESTIMATE: \$6,736,520

MBE Goal: 15%

Preliminary Achievement: 19.26%

ORGANIZATIONAL UNIT:	Division of Facilities	BUYER:	Vincent O'Brien <i>v.o.</i>
PROCUREMENT METHOD:	Request for Proposals	OPENING DATE:	March 5, 2019
ADVERTISED ON:	January 29, 2019	AWARD AUTHORITY:	DEA.C.1
BID RESULTS ATTACHED:	N (Bid list located in contract file)	# SENT BID:	256
		#MBE:	75
# OF RESPONDENTS:	61		

SUPERINTENDENT'S RECOMMENDATION: The Superintendent recommends that the Board of Education authorize the award of Contract #19CN-145-035, Architectural, Engineering, Design, and Construction Administration Services for the Center of Applied Technology North Replacement Project, to Grimm + Parker Architects, in the total amount of \$6,526,487.

24CN-208

**Center of Applied Technology North Replacement
9A- Drywall, Acoustical, and Insulated Metal Wall Panels**

CONTRACTOR	JA Argetakis Contracting Co Inc	M3 Contracting, LLC	A&S Unlimited Construction LLC	Can-Am Contractors, Inc
Base Bid	\$4,665,000.00	\$5,148,800.00	\$5,897,000.00	\$6,500,000.00

Bold Indicates Awardee

24CN-201

**Center of Applied Technology North Replacement
2A- Sitework, Demolition, and Geothermal Well Field**

CONTRACTOR	Locust Lane Farms, Inc.	Urban N. Zink Contractor Inc	Gray & Son, Inc.	Ross Contracting, Inc.
Base Bid	\$12,545,055	\$13,817,600	\$16,090,000	\$17,455,500

Bold Indicates Awardee



May 3, 2022

Mr. Jeff Hagan
 Manager - Construction
Anne Arundel County Public Schools
 9034 Ft. Smallwood Road
 Pasadena, MD 21122

RE: RFP# 20CN-153-002 **Center for Applied Technology-North (CAT North) - Replacement Construction Management Services Proposal**

Dear Mr. Hagan:

You will find enclosed our fee proposal for the Center for Applied Technology – North Replacement project. The fee, prepared in the Anne Arundel County Public Schools standard format (attached), consists of:

Construction Management Fee.....	\$3,854,346.00
Reimbursable General Conditions	\$1,113,050.00
Total	\$4,967,396.00

We propose the below listed key team members. This team will be supported throughout, as demands arise, by our estimating, accounting, administrative, and clerical staff.

Project Executive.....	Jonathan Goetz
Project Manager	Chris Swoboda
Assistant Project Manager.....	Danny Rosas
Superintendent.....	John Voelker
Assistant Superintendent	TBD

Our proposal is based on the following schedule:

Award of Contract.....	July 2022
Design	July 2022 – November 2023
Bid	December 2023
Construction Notice to Proceed.....	February 2024
New Building Completion Occupancy....	August 2026
Construction Completion	August 2026

The scope of services submitted is as discussed in a meeting held on April 1, 2022 with Oak Contracting, LLC, Grimm+Parker and AACPS in attendance. We acknowledge the 15% MBE participation goal and intend to solicit for services included in our General Conditions allowance from MDOT Certified MBE Contractors.

Let us know if you have any questions, or if there is anything further need from us at this time. Thank you, again, for this opportunity.

Very truly yours,

OAK CONTRACTING, LLC

Jonathan Goetz
 Project Executive

IMG
 Enclosure
 CAT North CM Service.ltr
 Cc.: Kyle Ruef – AACPS
 David Rosas – Oak
 Doug Eder - Oak



Anne Arundel County Public Schools
Facilities Planning & Construction Division
Standard Format for Construction Management Proposals
CAT North

Oak Contracting, LLC
 3-May-22

Position/Task	2022			2023			2024			2025			2026			
	Individual	Rate	Hours	Cost	Rate	Hours	Cost	Rate	Hours	Cost	Rate	Hours	Cost	Rate	Hours	Cost
7/1/2022 through 1/31/2024																
Design Phase²																
Project Executive		\$83.79	240	\$20,109.60	\$86.30	530	\$45,740.96	\$88.89	40	\$3,555.71						
Project Manager		\$60.40	180	\$9,664.00	\$62.21	470	\$29,239.64	\$64.08	160	\$10,252.54						
Asst. Project Manager		\$39.24	0	\$0.00	\$40.42	360	\$14,550.19	\$41.63	160	\$6,660.75						
Chief Estimator		\$59.69	200	\$11,738.00	\$60.45	560	\$33,852.39	\$62.26	0	\$0.00						
Senior Estimator		\$48.68	200	\$9,336.00	\$48.08	560	\$26,925.02	\$49.52	0	\$0.00						
Estimator		\$39.24	200	\$7,848.00	\$40.42	400	\$16,166.88	\$41.63	0	\$0.00						
TBD		\$21.50	0	\$0.00	\$22.15	0	\$0.00	\$22.81	160	\$3,649.50						
COC		\$47.27	0	\$0.00	\$48.69	400	\$19,475.24	\$50.15	0	\$0.00						
MEP Coordinator		\$57.81	200	\$11,562.00	\$59.54	560	\$33,344.81	\$61.33	0	\$0.00						
Superintendent		\$54.36	0	\$0.00	\$55.99	210	\$11,758.07	\$57.67	160	\$9,227.28						\$0.00
Subtotal				\$70,257.60			\$231,053.21			\$33,345.78			\$0.00			\$0.00
2/1/2024 through 8/31/2026																
Construction Phase³																
Project Executive		\$83.79	0	\$0.00	\$86.30	440	\$38,112.84	\$88.89	480	\$43,948.61						
Project Manager		\$60.40	0	\$0.00	\$62.21	1,920	\$123,030.45	\$64.08	1,920	\$123,030.45						
Asst. Project Manager		\$39.24	0	\$0.00	\$40.42	1,920	\$79,929.05	\$41.63	1,920	\$79,929.05						
Superintendent		\$54.36	0	\$0.00	\$55.99	2,304	\$132,872.88	\$57.67	2,304	\$132,872.88						
Asst. Superintendent		\$30.80	0	\$0.00	\$31.52	2,304	\$74,786.00	\$32.46	2,304	\$74,786.00						
Estimating Team		\$144.81	0	\$0.00	\$148.95	40	\$6,136.67	\$153.42	40	\$6,136.67						
MEP Coordinator		\$54.36	0	\$0.00	\$55.99	120	\$6,920.46	\$57.67	120	\$6,920.46						
Subtotal				\$0.00			\$462,798.38			\$515,690.30			\$0.00			\$0.00
9/1/2026 through 11/30/2026																
Post-Construction Phase⁴																
Project Manager		\$60.40	0	\$0.00	\$62.21	0	\$0.00	\$64.08	520	\$33,349.89						
Asst. Project Manager		\$39.24	0	\$0.00	\$40.42	0	\$0.00	\$41.63	520	\$22,965.78						
Superintendent		\$57.96	0	\$0.00	\$59.70	0	\$0.00	\$61.33	520	\$33,921.94						
Subtotal				\$0.00			\$0.00			\$90,237.70			\$0.00			\$0.00
Annual Totals				\$70,257.60			\$231,053.21			\$496,144.14			\$615,590.30			\$460,290.92

- The Rate is the actual labor rate for employees whose resumes are attached or included in the technical proposal or the appropriate position in the CM's salary schedule in effect at the time this proposal is submitted.
- Design phase starts with schematic design and ends when the bid period commences.
- A construction phase starts at the end of the design phase and ends with Substantial Completion of the project and a certificate of occupancy from the code authorities.
- Post-construction phase starts at the end of the construction phase and ends at Final Completion.
- Professional fee includes overhead and includes medical and dental insurance, profit-sharing, holidays, vacation, sick leave, contributory, non-contributory, and statutory benefit (including retirement) plans.
- General and administrative expenses are costs attributable to the home office of the construction manager and includes all allowable costs not otherwise reimbursed.
- Percent is the appropriate overhead charge applied against the actual payroll as set forth in Grand Total - Labor.

Category	Amount	Percent
Fee Summary		
Grand total - Labor	\$1,773,336	35.00%
Payroll burden and overhead	\$620,668	35.00%
General and administrative expenses	\$359,101	15.00%
Total labor expense	\$2,753,104	
Professional fee	\$1,101,242	
Reimbursable General Conditions	\$1,113,050	
Total Proposal for CM Services	\$4,967,396	



Construction Manager - General Conditions
Anne Arundel County Public Schools
 Facilities Planning & Construction Division
Standard Format for Construction Management Proposals
CAT North - Replacement

Oak Contracting, LLC
 3-May-22

	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL COST
CM PROJECT MANAGEMENT EQUIPMENT & SERVICES					
1	Project Management Software & Training (i.e. Prolog and PlanGrid)	1	LS	\$ 39,000	\$39,000.00
2	Computer/Tablets Equipment - Monthly Lease	30	months	\$ 150	\$4,500.00
3	Cell phones - PM, APM, PE, Superintendent - Monthly Lease	30	months	\$ 700	\$21,000.00
4	Local Mileage (EzPass, Tolls; Minor Travel; Parking Charges)	30	months	\$ 125	\$3,750.00
CM OFFICE TRAILER EQUIPMENT & SERVICES					
5	CM Office Trailer - FF&E	1	LS	\$ 5,000	\$5,000.00
6	CM Office Trailer - Set-up/Breakdown	2	each	\$ 8,000	\$16,000.00
7	CM Office Trailer - Monthly Trailer Rental	30	months	\$ 2,000	\$60,000.00
8	CM Office Trailer - Copier Lease	30	months	\$ 500	\$15,000.00
9	CM Office Trailer - Potable Water/Temp Toilets	30	months	\$ 350	\$10,500.00
10	CM Office Trailer - Janitorial Service	30	months	\$ 150	\$4,500.00
11	CM Office Trailer - Electric/Telephone/Internet (Installation & Consumption)	30	months	\$ 250	\$7,500.00
12	CM Office Trailer - Security/Alarm/Motion Detection/Security Cameras				\$0.00
CM OFFICE SUPPLY & SERVICES					
13	CM Office Supplies (Includes Copy Paper & Cleaning Supplies)	1	LS	\$ 12,000	\$12,000.00
14	CM Office Supplies - First Aid & PPE (Set-Up/Replenishment)	1	LS	\$ 600	\$600.00
15	CM Office Supplies - Tools and Hardware (Misc. Tools and Material)	1	LS	\$ 1,500	\$1,500.00
16	Reproduction Costs (Plans/Specs for CM staff only, BP Copies by AACPS)	1	LS	\$ 20,000	\$20,000.00
17	Postage & Shipping (Submittals, Invoices, etc.)	30	LS	\$ 100	\$3,000.00
18	Project Signage (Safety or Security - Not State Project Sign)	1	LS	\$ 5,000	\$5,000.00
CM JOBSITE EQUIPMENT & SERVICES					
19	Jobsite - Sanitary - Temporary Toilets	30	months	\$ 1,750	\$52,500.00
20	Jobsite - Security - Temporary Fence/Gates	1	LS	\$ 20,000	\$20,000.00
21	Jobsite - Security - Worker Identification	30	months	\$ 250	\$7,500.00
22	Jobsite - Security - Security Systems/Cameras	1	LS	\$100,000	\$100,000.00
23	Jobsite - Maintenance - Day Labor in packages				\$0.00
24	Jobsite - Services - Temporary Power	30	months	\$ 450	\$13,500.00
25	Jobsite - Services - Dumpster and Trash Removal in packages	1	LS	\$ 5,000	\$5,000.00
26	Jobsite - Services - Weather Protection				\$0.00
27	Jobsite - Services - Temporary Roads				\$0.00
28	Jobsite - Equipment - Storage Container Rental (Not for Primes)	30	months	\$ 90	\$2,700.00
29	Jobsite - Miscellaneous	1	1	\$ 25,000	\$25,000.00
Support Services					
30	Independent Testing & Inspections	1	Allow	\$300,000	\$300,000.00
31	Commissioning Kitchen	1	LS	\$ 50,000	\$50,000.00
32	Seismic Monitoring	1	LS	\$ 65,000	\$65,000.00
33	3rd Party Safety Inspections	30	months	\$ 350	\$10,500.00
34	Final Cleaning	1	LS	\$140,000	\$140,000.00
35	Photography	30	months	\$ 550	\$16,500.00
36	Moving Services	1	LS	\$ 25,000	\$25,000.00
37	Scheduling	1	LS	\$ 51,000	\$51,000.00

Total General Conditions

\$1,113,050.00

24CN-204

Center of Applied Technology North Replacement

5A- Steel

CONTRACTOR	SA Halac Iron Works Inc	Kinsley Steel	
Base Bid	\$8,750,000.00	\$9,912,000.00	

Bold Indicates Awardee

Contract Award Proposal - Baltimore City Abbottston ES #50 Roof

**Baltimore City Public School
Request for Fee Proposal
Architectural Design Consultant Services
Roof Replacement Design Services at the
Abbottston Elementary School #50**

**Contract RFP-20007
Solicitation: IFB-24080**

**Company Name: Prime AE (former Penza Bailey Architects, Inc.)
Due Date: Monday February 7, 2024, by 11:00 a.m.**

Baltimore City Public Schools is requesting an on call architecture consultant to submit a fee proposal for **Roof Replacement Design Services at Abbottston Elementary School #50**.

Fee Proposal shall be delivered via e-mail to Mr. Stuart Feldman at safeldman@bcps.k12.md.us

Scope of Work:

City Schools are asking selected on-call architectural consulting firm submit a fee proposal for **Roof Replacement Design Services at Abbottston Elementary School #50**, under existing existing Contract RFP-20007. The scope and requirements of this proposal are outlined in the following pages.

Total Lump Sum Price = \$ **Two Hundred twenty-eight Thousand - five hundred thirty-two and 44/100 dollars** (\$ **228,532.44**)

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

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

The City Schools design project manager for this project will be Melissa Daniel. Please contact him at mrdaniel@bcps.k12.md.us for existing building information or to set up visits.

Proposal Prepared by:

Company Name: Prime AE
Company Address: 5521 Research Park Dr., #300, Baltimore, MD 21228
Name & Title: Daniel L. Bailey, VP Architecture
Telephone: 410-807-8359
E-Mail: dan.bailey@primeeng.com



February 12, 2024

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

Re: IFB 24084 Roof Design Edgecombe Circle 62

Mr. Feldman,

Grimm + Parker Architects is pleased to present you with this proposal to provide architectural services for the replacement of the roof at Edgecombe Circle 62.

We will provide full architectural services as stated in the RFP to replace the existing built-up roof with a new 0.80 TPO using tapered insulation to as much as possible achieve an R-30 rating. Our understanding of the project scope, along with our project assumptions, exclusions, and schedule are detailed below. Our fee for this project is listed below. We reserve the right to seek additional compensation for unforeseen conditions or should the scope or schedule of the project change.

Our proposed MWBE participation for the project is 39.21% (21.08% MBE 18.13% WBE)
We have attached the cost form provided in Solicitation IFB-24084 as well as the required MBE forms.

Our total proposed fee for this project is one hundred ninety thousand, five hundred forty-five dollars (\$190,545.00)

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

- Leuterio Thomas – Existing building survey and documentation
- Kumi Construction Management corporation – Cost estimating
- Setty and Associates – Mechanical design

Our proposal includes design costs for the replacement of the existing chiller, exhaust fans, exhaust fan duct work and condensing units. If it is determined that this work is to be performed by others, we will adjust our fee accordingly.

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

- 1) Field survey of existing conditions.
- 2) Preparation of existing and new work drawing documents and specifications.
- 3) Lightning protection design.
- 4) Cost estimates using IAC forms as specified in the RFP.
- 5) Submissions at 65%, 95% and 100% as specified in the RFP.

Grimm + Parker Architects

11720 Beltsville Dr., Ste #600

Calverton, MD 20705

Tel: 301.595.1000

Visit online at grimmandparker.com

Calverton Tysons Charlottesville



IFB-23150 Roof Design Vivien
 Thomas #413
 February 5, 2024

- 6) Schedule assumptions for design and construction phases are as follows:
 - a) Design NTP March 2024
 - b) Project kick off Meeting TBD
 - c) 65% Submission TBD
 - d) 95% and DGS submission September 30, 2024
 - e) Bid documents submission October 21, 2024
 - f) Construction period duration TBD
- 7) Assistance during bidding including attendance at a pre-bid meeting.
- 8) Construction administration services and closeout services as indicated in the RFP.

Assumptions and exclusions:

Assumptions

- 1) Design fees are included for the replacement of roof top mechanical equipment on the school.
- 2) Replacement of roof drains is included in the scope.
- 3) Replacement of existing exhaust fans are included in the scope.
- 4) Existing louvers will be replaced unless we are directed otherwise.
- 5) Electrical scope will include site visits to make sure that power wiring is going to each fan. Tracing electrical wiring to the panel providing power to the fan is not included.
- 6) Design for a new canopy to connect building 02 to modular building M01 as per sketch provided by BCPS via email on 2/8/2024.
- 7) New ladders will be added as needed to provide access to all roofs.
- 8) Lightening protection design is part of the scope.
- 9) Restoration/repainting of masonry, walls or joints above the roof flashing line is part of the scope.
- 10) Existing skylights will be replaced and provided with covering security screens.
- 11) Access doors and roof hatches to the roof will be replaced.
- 12) Printing costs for City school reviews are included based on requirements listed in item 12 of the scope of work.
- 13) Project MBE /WBE goals are 27% MBE and 10% WBE.

Exclusions

- 1) The recreation center roof and roof top mounted equipment are not in scope.
- 2) The roof of the connected modular building was recently replaced and is not in scope.
- 3) Identification of lead-based products or removal of lead-based products
- 4) Structural analysis of roof decks and engineering services to upgrade structural framing.
- 5) Acoustical design including vibration analysis and testing.
- 6) LEED certification of the work

If you have any questions concerning this proposal, please call.
 Sincerely,

Paul Bradshaw, ALEP
 Principal

Enclosure: Fee proposal worksheet MBE Attachment

cc: Cynthia Smith, BCS, Danyle Brooks, Johnathan Hill, G+P, Kieran Wilmes G+P

Contract Award Bid Tab - Baltimore City Gardenville ES Elevator

**BALTIMORE CITY PUBLIC SCHOOLS
IFB-24098**

ELEVATOR REPLACEMENT AT GARDENVILLE ELEMENTARY SCHOOL #211

BID DUE DATE: TUESDAY, APRIL 2, 2024, 12:00 P.M. LOCAL TIME

	<u>Responding Vendor</u>	<u>Item #1</u>	<u>Item #2</u>	<u>Grand Total</u>
1	Chilmar Corp.	\$397,396.00	\$14,396.00	\$411,792.00
2	John W. Brawner Contracting Co., Inc.	\$606,700.00	\$22,100.00	\$628,800.00
3	Nicholas Contracting, Inc.	\$555,323.00	\$23,673.00	\$578,996.00
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Bids Opened By: Stuart Feldman

Date 4/2/2024

Bids Recorded By: Patricia Graff

Date 4/2/2024

Contract Bid Tab - Baltimore City Morrell Park Elementary Roof

**BALTIMORE CITY PUBLIC SCHOOLS
IFB-24020**

**ROOF REPLACEMENT AT MORRELL PARK PRE-K TO 8 SCHOOL #220
BID DUE DATE: THURSDAY, OCTOBER 19, 2023, 12:00 P.M. LOCAL TIME**

	<u>Responding Vendor</u>	<u>Item #1</u>	<u>Item #2</u>	<u>Item #3</u>	<u>Grand Total</u>
1	Autumn Contracting, Inc.	\$3,790,000.00	\$226,000.00	\$100,000.00	\$4,116,000.00
2	Cole Roofing Co., Inc.	\$3,690,000.00	\$540,000.00	\$100,000.00	\$4,330,000.00
3	Ruff Ruffing and Sheet Metal, Inc.	\$4,313,212.00	\$326,670.00	\$100,000.00	\$4,739,882.00
4	St. Mary's Roofing and Home Improvement, LLC	\$2,821,825.00	\$687,500.00	\$100,000.00	\$3,609,325.00
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Bids Opened By: Stuart Feldman

Date 10/19/2023

Bids Recorded By: Patricia Graff

Date 10/19/2023

Contract Bid Tab - Baltimore City Mt. Washington Roof

BALTIMORE CITY PUBLIC SCHOOLS

ROOF REPLACEMENT AT MT. WASHINGTON SCHOOLR #221

	Responding Vendor	Item #1	Item #2	Item #3	Item #4	Grand Total	
1	CitiRoof Corporation	\$1,245,000.00	\$93,750.00	\$75,000.00	\$25,000.00	\$1,438,750.00	
2	Ruff Roofers, Inc.	\$2,356,958.00	\$75,000.00	\$37,500.00	\$45,000.00	\$4,269,218.00	
3	Allstate Contractor, Inc.	\$1,634,760.00	\$75,000.00	\$15,000.00	\$30,000.00	\$3,679,760.00	
4	Cole Roofing Co., Inc.	\$1,798,000.00	\$75,000.00	\$20,000.00	\$32,000.00	\$1,925,000.00	
5	Autumn Contracting, Inc.	\$1,238,000.00	\$75,000.00	\$15,000.00	\$60,000.00	\$1,388,000.00	
6	St. Mary's Roofing and Home Improvement, LLC	\$1,249,030.00	\$75,000.00	\$7,500.00	\$12,000.00	\$1,343,530.00	
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Bids Opened By: Stuart Feldman

Date 3/14/2024

Bids Recorded By: Patricia Graff

Date 3/14/2024

Contract Award Bid Tab - Baltimore Dundalk MS Air Conditioning

Contract Name: Dundalk Middle School – Chiller and Cooling Tower Replacement
Contract #: NGO-400-24

<i>Bidders</i>					
	Patapsco Mechanical LLC	Chilmar Corporation	Fresh Air Concepts	Excel Mechanical, LLC	BMC Services, Inc.
Base Bid	\$1,084,000.00	\$1,165,396.00	\$1,225,000.00	\$1,097,830.00	\$1,395,000.00
Alternate No. 1: Magnetic Bearing Chiller	\$19,000	\$6,396.00	\$0.00	\$280,453.00	\$8,000.00
Alternate No. 2: Gymnasium RTU	\$361,000.00	\$294,396.00	\$315,000.00	\$316,811.22	\$348,000.00
Total	1,464,000.00	1,466,188.00	1,540,000.00	1,695,094.22	1,751,000.00

<i>Bidders</i>				
	Temp Air Co.	Flo-Tron, Inc.	Denver- Elek, Inc.	M & M Welding
Base Bid	\$1,385,500.00	\$1,360,000.00	\$1,286,800.00	\$1,398,000.00
Alternate No. 1: Magnetic Bearing Chiller	\$0.00	\$10,000.00	\$283,800.00	\$1,410,000.00
Alternate No. 2: Gymnasium RTU	\$401,702.00	\$524,000.00	\$342,700.00	\$628,000.00
Total	1,787,202.00	1,894,000.00	1,913,300.00	3,436,000.00

Contract Bid Tab - Baltimore Randallstown High Air Conditioning

Contract Name: Randallstown High School – Chiller and Cooling Tower Replacement
Contract #: NTA-507-24
Date: April 3, 2024

<i>Bidders</i>				
	Flo-Tron Contracting, Inc	Excel Mechanical Contractors, LLC	BMC Services, LLC	Chilmar Corporation
Base Bid	\$1,916,000	\$1,984,172	\$2,047,000	\$2,093,396
Alternate No. 1: Remove and Replace Condenser Water Piping	\$162,000	\$125,229	\$90,000	\$98,396
Total	\$2,078,000	\$2,109,401	\$2,137,000	\$2,191,792

<i>Bidders</i>			
	Fresh Air Concepts, LLC	Denver-Elek, Inc.	M&M Welding and Fabricators, Inc.
Base Bid	\$2,150,000	\$2,343,200	\$2,396,000
Alternate No. 1: Remove and Replace Condenser Water Piping	\$82,500	\$197,400	\$218,000
Total	\$2,232,500	\$2,540,600	\$2,614,000

Contract Purchase Order - Dorchester Maple Elementary Security Vestibule

PURCHASE ORDER NO. 240434

DORCHESTER COUNTY BOARD OF EDUCATION

700 GLASGOW STREET
CAMBRIDGE, MARYLAND 21613-0619
410-228-4747

PAGE NO. 1



VENDOR 10824
AIM SERVICES, INC.
4801 WEST MILITARY HIGHWAY
CHESAPEAKE VA 23321

SHIP TO **MAPLE ELEMENTARY SCHOOL**
5225 EGYPT RD.
CAMBRIDGE, MD 21613
ATTN: CHRIS HAUGE

ORDER DATE: 02/22/24	BUYER: CJH	REQ. NO.: 240554	REQ. DATE: 02/20/24
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TERMS: NET 30 DAYS	F.O.B.:	DESC.:
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ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	1.00	LS	PROVIDE ALL SERVICES REQUIRED BY ALL LOCAL, STATE AND FEDERAL LAWS TO ABATE SACM DOTS AT TACKBOARDS AT MAPLE AND SANDY HILL PER PROPOSAL DATED 2/13/24.	10400.0000	10,400.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	10,400.00
01	321568MES2401 204	5,200.00		TOTAL \$	10,400.00
01	321568SHE2401 204	5,200.00		PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES AND PACKAGES RELATED TO THIS ORDER NOTIFICATION AND OUR APPROVAL IS REQUIRED FOR PRICE INCREASES OF 10% OR MORE PER ITEM CANCEL ALL ITEMS NOT DELIVERABLE WITHIN 60 DAYS SCHOOL DISTRICTS ARE EXEMPT FROM FEDERAL EXCISE TAXES AND MARYLAND SALES TAX. MARYLAND SALES TAX EXEMPT NO. 30001177	

Handwritten signature



188 Southdown Road Edgewater, Maryland 21037
 C: 202-207-5737 phill@haunenvironmental.com


Proposal

PROPOSAL SUBMITTED TO:	DESCRIPTION OF JOB:	
Dorchester County Public Schools	Maple Elementary - 5225 Egypt Rd Cambridge, MD 21613	
700 Glasgow Street	Spring Break 2024 - Presumed Asbestos Glue Dot Associated with Front Hallway Boards Abatement	
Cambridge, Maryland 21613	Asbestos Inspector-Project Monitor Services	
Attn: Chris Hauge	Fax.	February 21, 2024
<p>We Hereby Submit certified labor and materials necessary to perform asbestos project monitor-inspector duties during the Maple ES hallway presumed asbestos glue dot abatement. Spring Break 2024 (No students/teachers in building). Project Dates: March 27, 28, 2024 & April 1, 2, 2024</p>		
Services will include:		
4 Work Shifts – Asbestos Project Monitor Air Sampling & Inspector Services: \$400 Per Shift (Weekday Rate) - \$1,600.00 Total		
NIOSH 7400 Method on-site air sample analysis by NIOSH 582 accredited technician.		
NO TEM Final Clearance air sampling (PCM ambient & final clearance air sampling only) - <NESHAP size removal		

We Hereby Propose to furnish labor and materials complete in accordance with the above specifications, for the sum of Not to Exceed **\$1,600.00.**

With payment to be made as follows: within 30 days of requisition

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

Authorized Signature  _____
 Phillip Haun
 Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal __ The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date accepted _____

Signature _____

Date accepted _____

Contract Bid Tab - Dorchester Maple Elementary School Security Vestibule

Maple ES Security Vestibule
Bid Tabulation
Raw Data

5/8/24

Contractor	Base Bid	Alternate GC1 Provide Security Film	Alternate GC2- Provide Security Film	Alternate GC3- Replace Existing Ceiling Tile and Grid and Lighting	Alternate GC4- Patch and Repair Existing GWB	Alternate GC5- Provide New LVT in Secured Vestibule A101	UP-1 LVT Floorign	Quantity	Cost	UP-2 LVT Flooring	Quantity	Cost	Cafeteria Total LVT Cost Unit Price	Stage Treds/Risers/Ba se/Transition Strips	Safety-Comm Intercom	Total Potential Adjusted Cost for Award	Comment
Whiting Turner Contractors and Engineers, Salisbury, MD	No Bid																
Oak Contracting, Towson, MD	<input checked="" type="checkbox"/> \$183,894	<input type="checkbox"/> \$6,700	<input type="checkbox"/> \$6,700	<input checked="" type="checkbox"/> \$30,000	<input checked="" type="checkbox"/> \$20,000	<input checked="" type="checkbox"/> \$10,000	<input checked="" type="checkbox"/> \$10	6,000	\$60,000	<input checked="" type="checkbox"/> \$12	0	<input checked="" type="checkbox"/> \$0	<input type="checkbox"/> \$60,000	<input type="checkbox"/> \$2,077	<input checked="" type="checkbox"/> \$0	<input checked="" type="checkbox"/> \$243,894	
Hill-Kimmel Contracting LLC, Cambridge, MD	\$262,000	\$1,595	\$3,695	\$5,775	\$4,200	\$9,975	\$14	6,000	\$81,600	\$14	\$695	\$9,452	\$91,052			\$281,950	
Budget	\$621,225																

\$243,894

Contract Purchase Order - Dorchester Sandy Hill Elementary Security Vestibule

PURCHASE ORDER NO. 240425

DORCHESTER COUNTY BOARD OF EDUCATION

700 GLASGOW STREET
CAMBRIDGE, MARYLAND 21613-0619
410-228-4747

PAGE NO. 1

VENDOR 10824
AIM SERVICES, INC.
4801 WEST MILITARY HIGHWAY
CHESAPEAKE VA 23321

SUPPLIER **SANDY HILL ELEMENTARY SCHOOL**
1503 GLASGOW RD.
CAMBRIDGE, MD 21613
TO **ATTN: CHRIS HAUGE**

ORDER DATE: 02/15/24 BUYER: CJH REQ. NO.: 240540 REQ. DATE: 02/13/24

TERMS: NET 30 DAYS F.O.B.: DESC.:

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	1.00	LS	FURNISH ALL LABOR, MATERIALS, ETC TO ABATE ALL ACM MATERIALS AT TACKBOARDS AT SHES AND MES PER PROPOSAL DATED 2/13/24.	10400.0000	10,400.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	10,400.00
01	321568MES2404 204	5,200.00		TOTAL \$	10,400.00
01	321568SHE2401 204	5,200.00		PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES AND PACKAGES RELATED TO THIS ORDER NOTIFICATION AND OUR APPROVAL IS REQUIRED FOR PRICE INCREASES OF 10% OR MORE PER ITEM CANCEL ALL ITEMS NOT DELIVERABLE WITHIN 60 DAYS SCHOOL DISTRICTS ARE EXEMPT FROM FEDERAL EXCISE TAXES AND MARYLAND SALES TAX. MARYLAND SALES TAX EXEMPT NO. 30001177	



Proposal


188 Southdown Road Edgewater, Maryland 21037
 C: 202-207-5737 phill@haunenvironmental.com

PROPOSAL SUBMITTED TO:	DESCRIPTION OF JOB:	
Dorchester County Public Schools	Sandy Hill Elementary School - 1503 Glasgow Street Cambridge, Maryland 21613	
700 Glasgow Street	Spring Break 2024 - Presumed Glue Dot Associated with Front Hallway Boards Abatement	
Cambridge, Maryland 21613	Asbestos Inspector-Project Monitor Services	
Attn: Chris Hauge	Fax.	February 21, 2024
<p>We Hereby Submit certified labor and materials necessary to perform asbestos project monitor-inspector duties during the Sandy Hill ES hallway presumed asbestos glue dot abatement. Spring Break 2024 (No students/teachers in building). Project Dates: March 27, 28, 2024 & April 1, 2, 2024</p>		
Services will include:		
4 Work Shifts – Asbestos Project Monitor Air Sampling & Inspector Services: \$400 Per Shift (Weekday Rate) - \$1,600.00 Total		
NIOSH 7400 Method on-site air sample analysis by NIOSH 582 accredited technician.		
NO TEM Final Clearance air sampling (PCM ambient & final clearance air sampling only) - <NESHAP size removal		

We Hereby Propose to furnish labor and materials complete in accordance with the above specifications, for the sum of Not to Exceed \$1,600.00.

With payment to be made as follows: within 30 days of requisition

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

Authorized Signature 
 Phillip Haun
 Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date accepted _____

Signature _____
Date accepted _____

Contract Bid Tab - Dorchester Sandy Hill Elementary Security Vestibule

Sandy Hill ES Security Vestibule
 Bid Tabulation
 Raw Data

3/4/24

Contractor	Base Bid	Alternate GC1 Provide Security Film	Alternate GC2- Provide Security Film	Alternate GC3- Replace Existing Ceiling Tile and Grid and Lighting	Alternate GC4- Patch and Repair Existing GWB	Alternate GC5- Provide New LVT in Secured Vestibule A101	UP-1 LVT Floorign	Quantity	Cost	UP-2 LVT Flooring	Quantity	Cost	Total LVT Cost Unit Price	Stage Treds/Risers/Ba se/Transition Strips	Safety-Comm Intercom & Additional Camera	Total Potential Adjusted Cost for Award	Comment
Whiting Turner Contractors and Engineers, Salisbury, MD	No Bid																
Oak Contracting, Towson, MD	<input checked="" type="checkbox"/> \$178,387	<input checked="" type="checkbox"/> \$6,700	<input type="checkbox"/> \$6,700	<input checked="" type="checkbox"/> \$32,500	<input checked="" type="checkbox"/> \$20,000	<input checked="" type="checkbox"/> \$8,500	<input checked="" type="checkbox"/> \$10.00	6,000	<input type="checkbox"/> \$60,000.00	<input checked="" type="checkbox"/> \$12.00	0	<input checked="" type="checkbox"/> \$0.00	<input type="checkbox"/> \$60,000.00	<input type="checkbox"/> \$2,077.00	<input checked="" type="checkbox"/> \$3,774.00	<input checked="" type="checkbox"/> \$249,861	X
Hill-Kimmel Contracting LLC, Cambridge, MD	\$252,000	\$1,594	\$3,684	\$6,978	\$4,950	\$9,975	\$13.60	6,000	\$81,600.00	\$13.60	incl.	\$0.00	\$81,600.00			\$360,781	X
Budget	\$621,225																

\$249,861

Contract Proposal - Dorchester South Dorchester Elementary Fire Safety

Proposal of Service Please call our office to schedule the date of your move

T&G Moving

"Large enough to handle, Small enough to care"

Cambridge, MD

Phone: 443-521-9786

Email: TandGmovingco@gmail.com

This is an estimate only. Final charges will be based on hours and packing actually performed

Name: South Dorchester K-8 Date: June 14th - 16th 2024
 From: 3485 Golden Hill Rd, Church Creek MD → 8119?
 To: ↪
 Phone:

Type of Building (circle): House, Office, Apartment or Storage Flat Rate: 0 N

Type of Move:

- Everything Clothes Upright Fridge Freezer
 Base Only Lamps Spinnet Pool Table Washer
 Furniture only Pictures Baby Grand Hot tub Dryer

Other: _____

Estimated Hours: Job starts and ends at office

Travel time from office to starting address 1/2 x 2
 Loading 25
 Travel time to new address x
 Unloading 25
 Travel time from new address to office 1/2 x 2
 Extra Pick Up/ Drop Off _____
Total Hours: 52

Estimated Cost:

X Trucks 7 Men for 52 Hours X @ \$ 360 Per Hour = \$18,720

Notes:

Packing Materials / Services:

Containers	Number	Rate	Charge
1.5	121	\$15	\$1815
3.1	120	\$16	1920
4.5	108	\$17	1836
Picture / Mirror			
Wardrobe	35	\$14	490
Bag	20	\$1	20

wrap

Moving: \$18,720
 Packing: \$6081.00

*Separate schedule may be needed for packing

Other: _____

Total Estimated Cost: \$24,801

Total for Materials / Packing Services: \$6081.00

Contract Purchase Order - Frederick County Ballenger Creek ES Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order FCPS1-0000273154	Date 02/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
AMERICAN DESIGN ASSOCIATES INC
802 GLENEAGLES CT SUITE 200
TOWSON MD 21286
PHONE: 410-823-5500
Fax: 410-823-5508

Ship To: BALLENGEL
Ballenger Creek Elementary
5250 Kingsbrook Drive
Frederick MD 21703
United States
240-236-2500

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY - 23MISC8 & MAPT 2015-42

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 ALTERNATIVE SEATING, MOVABLE STOOL - VS HOKKI 03825 - DARK BLUE	8.00	EA	92.00	736.00
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Item Total 736.00

2-	1 CHAIR DOLY, MOVE & STORE - NATIONAL PUBLIC SEATING DY-82 - BLACK	1.00	EA	237.60	237.60
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Item Total 237.60

3-	1 CHAIR, STUDENT, MUSIC - NATIONAL PUBLIC SEATING 8210 MELODY CHAIR - BLACK	30.00	EA	88.00	2,640.00
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Item Total 2,640.00

4-	1 CHAIR, STUDENT, POLY SHELL14" - ARTCOBELL - DISCOVER 4-LEG D10C-F-4-Z - SHELL: GRAPHITE / FRAME: TITANIUM	252.00	EA	60.00	15,120.00
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Item Total 15,120.00

5-	1 CHAIR, STUDENT, POLY SHELL 16" - ARTCOBELL - DISCOVER 4-LEG D10C-F-4-Z - SHELL: GRAPHITE / FRAME: TITANIUM	233.00	EA	64.00	14,912.00
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Item Total 14,912.00

6-	1 CHAIR, STUDENT, POLY SHELL 18" - ARTCOBELL - DISCOVER 4-LEG D10C-F-4-Z - SHELL: GRAPHITE / FRAME: TITANIUM	232.00	EA	64.00	14,848.00
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Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000273154	Date 02/29/2024	Revision	Page 2
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: BALLENGEL
 Ballenger Creek Elementary
 5250 Kingsbrook Drive
 Frederick MD 21703
 United States
 240-236-2500

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
Item Total					<u>14,848.00</u>
7- 1	DESK, STUDENT, POLY BOOK BOX, 20" X 26" - ARTCOBELL DA0EE - TOP: FUSION MAPLE / EDGE BAND & POLY BOX: TITANIUM / LEG: TITANIUM	700.00	EA	128.00	89,600.00
Item Total					<u>89,600.00</u>
8- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8838 IMPERIAL	21.00	EA	94.00	1,974.00
Item Total					<u>1,974.00</u>
9- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8842 LEMONCELLO	21.00	EA	94.00	1,974.00
Item Total					<u>1,974.00</u>
10- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8837 BAZAAR	21.00	EA	94.00	1,974.00
Item Total					<u>1,974.00</u>
11- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8833 CRÈME DE MENTHE	21.00	EA	94.00	1,974.00
Item Total					<u>1,974.00</u>
12- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8801 MARINE BLUE	21.00	EA	94.00	1,974.00
Item Total					<u>1,974.00</u>

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000273154	Date 02/29/2024	Revision	Page 3
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: BALLENGEL
 Ballenger Creek Elementary
 5250 Kingsbrook Drive
 Frederick MD 21703
 United States
 240-236-2500

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
13- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2	21.00	EA	94.00	1,974.00
Item Total					<u>1,974.00</u>
14- 1	STAND, MUSIC, STUDENT - NATIONAL PUBLIC SEATING 82MS - BLACK	31.00	EA	45.00	1,395.00
Item Total					<u>1,395.00</u>
15- 1	STOOLS, MASONITE SEAT, 14" D, 18" FIXED HEIGHT - NATIONAL PUBLIC SEATING 6218 - GREY	60.00	EA	65.00	3,900.00
Item Total					<u>3,900.00</u>
16- 1	TABLE, ACTIVITY, HALF-MOON SHAPE W/MAKERBOARD TOP, 36 X 72 - ALLIED CLS372KDE - TOP: MARKERBOARD / EDGE BAND AND LEGS: PLATINUM PL	29.00	EA	389.00	11,281.00
Item Total					<u>11,281.00</u>
17- 1	TABLES, MAKERSPACE/ART , 36 X 72 - MITY BILT BLOK MS3672BLOK.CHR.CA - FRAME: CHARCOAL	12.00	EA	1,169.00	14,028.00
Item Total					<u>14,028.00</u>
18- 1	TABLES, RECTANGULAR, 36 X 72 - ALLIED CLASSIC CLS3672 - TOP: FUSION MAPLE / EDGE BAND AND LEGS: PLATINUM PL	2.00	EA	329.00	658.00
Item Total					<u>658.00</u>

Total PO Amount 181,199.60

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000274059	Date 04/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: BALLENGEL
 Ballenger Creek Elementary
 5250 Kingsbrook Drive
 Frederick MD 21703
 United States
 240-236-2500

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
1- 1	DESK, REVERSABLE RETURN, 42X24 - OFFICE SOURCE PL196RCG - COASTAL GREY	1.00	EA	292.20	292.20
Item Total					<u>292.20</u>
2- 1	DESK, SHELL, 66X30 - OFFICE SOURCE PL102CG - COASTAL GREY	1.00	EA	351.00	351.00
Item Total					<u>351.00</u>
3- 1	DESK, BOX/BOX/FILE PEDESTAL - OFFICE SOURCE PL166CG PLPULLH LNI - COASTAL GREY WITH SILVER PULLS	1.00	EA	417.60	417.60
Item Total					<u>417.60</u>
4- 1	CHAIR, TASK - OFFICE SOURCE 656M - BLACK	1.00	EA	361.20	361.20
Item Total					<u>361.20</u>
5- 1	LATERAL FILE CABINET, 2 DRAWER - OFFICE SOURCE PL112CG PLPULLH LNI - COASTAL GREY WITH SILVER PULLS	1.00	EA	748.80	748.80
Item Total					<u>748.80</u>
6- 1	LATERAL FILE CABINET, OPEN HUTCH, 36X36X14 - OFFICE SOURCE PL153CG - COASTAL GREY	1.00	EA	364.80	364.80
Item Total					<u>364.80</u>
7- 1	ROUND TABLE (36 INCH TOP) - OFFICE SOURCE PLT36R-CG - COASTAL GREY	1.00	EA	189.00	189.00

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order	Date	Revision	Page
FCPS1-0000274059	04/29/2024		2
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: BALLENGEL
 Ballenger Creek Elementary
 5250 Kingsbrook Drive
 Frederick MD 21703
 United States
 240-236-2500

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
		Item Total			<u>189.00</u>
8- 1	TABLE BASE (BLACK) - OFFICE SOURCE PLTXBM24 - BLACK	1.00	EA	195.60	195.60
		Item Total			<u>195.60</u>
9- 1	CHAIRS FOR ROUND TABLE - OFFICE SOURCE 04SEATF/7804TGNS	4.00	EA	373.20	1,492.80
		Item Total			<u>1,492.80</u>
Total PO Amount					<u>4,413.00</u>

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000274060	Date 04/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: BALLENGEL
 Ballenger Creek Elementary
 5250 Kingsbrook Drive
 Frederick MD 21703
 United States
 240-236-2500

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY - ASSISTANT PRINCIPAL'S OFFICE - MAPT-2015-42

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1	BOOKCASE - OFFICE SOURCE PL154CG - COASTAL GREY	1.00	EA	215.40	215.40
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Item Total	<u>215.40</u>
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2-	1	DESK, SHELL, 66X30 - OFFICE SOURCE PL102CG - COASTAL GREY	1.00	EA	351.00	351.00
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Item Total	<u>351.00</u>
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3-	1	DESK, REVERSABLE RETURN, 42X24 - OFFICE SOURCE PL196LCG - COASTAL GREY	1.00	EA	292.20	292.20
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Item Total	<u>292.20</u>
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4-	1	DESK, BOX/BOX/FILE PEDESTAL - OFFICE SOURCE PL166CG - COASTAL GREY WITH SILVER PULLS	1.00	EA	417.60	417.60
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Item Total	<u>417.60</u>
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5-	1	CHAIR, TASK - OFFICE SOURCE 656M - BLACK	1.00	EA	361.20	361.20
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Item Total	<u>361.20</u>
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6-	1	ROUND TABLE (36 INCH TOP) - OFFICE SOURCE PLT36R-CG - COASTAL GREY	1.00	EA	189.00	189.00
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Item Total	<u>189.00</u>
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7-	1	TABLE BASE (BLACK) - OFFICE SOURCE PLTXBM24 - BLACK	1.00	EA	195.60	195.60
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Authorized Signature / Purchasing Manager

Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order	Date	Revision	Page
FCPS1-0000274060	04/29/2024		2
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: BALLENGEL
 Ballenger Creek Elementary
 5250 Kingsbrook Drive
 Frederick MD 21703
 United States
 240-236-2500

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
		Item Total			<u>195.60</u>
8- 1	CHAIRS FOR ROUND TABLE - OFFICE SOURCE 04SEATF/7804TGNS	4.00	EA	373.20	1,492.80
		Item Total			<u>1,492.80</u>
Total PO Amount					<u>3,514.80</u>

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order FCPS1-0000274061	Date 04/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
AMERICAN DESIGN ASSOCIATES INC
802 GLENEAGLES CT SUITE 200
TOWSON MD 21286
PHONE:410-823-5500
Fax: 410-823-5508

Ship To: BALLENGEL
Ballenger Creek Elementary
5250 Kingsbrook Drive
Frederick MD 21703
United States
240-236-2500

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY MAPT-2015-42

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1	DESK, SHELL, 66X30 - OFFICE SOURCE PL102CG - COASTAL GREY	1.00	EA	351.00	351.00
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Item Total 351.00

2-	1	DESK, REVERSABLE RETURN, 42X24 - OFFICE SOURCE PL196RCG - COASTAL GREY	1.00	EA	292.20	292.20
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Item Total 292.20

3-	1	DESK, BOX/BOX/FILE PEDESTAL - OFFICE SOURCE PL166CG - COASTAL GREY WITH SILVER PULLS	1.00	EA	417.60	417.60
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Item Total 417.60

4-	1	CHAIR, SIDE WITHOUT ARMS - HON GROVE WITHOUT ARMS HML1S	2.00	EA	1,095.00	2,190.00
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Item Total 2,190.00

5-	1	LATERAL FILE WITH WOOD TOP - HON BRIGADE 800 SERIES, 36"W H883.L.S - CHARCOAL	2.00	EA	743.03	1,486.06
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Item Total 1,486.06

6-	1	SEATING, OTTOMAN - HON HFLSO1	2.00	EA	454.60	909.20
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Item Total 909.20

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000274061	Date 04/29/2024	Revision	Page 2
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: BALLENGEL
 Ballenger Creek Elementary
 5250 Kingsbrook Drive
 Frederick MD 21703
 United States
 240-236-2500

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
7- 1	CONFERENCE TABLE POWER INSERT (2 POWER/1 DATA/1 PHONE/1 USB/1 HDMI) - OFFICE SOURCE PLTBPOWER	1.00	EA	524.40	524.40
Item Total					<u>524.40</u>
8- 1	CONFERNCE TABLE, 14' LENGTH, BOAT SHAPED WITH SLAB BASE - OFFICE SOURCE PLCB14CG - COASTAL GREY	1.00	EA	2,352.00	2,352.00
Item Total					<u>2,352.00</u>
9- 1	CHAIR, TASK - OFFICE SOURCE 656M - BLACK	8.00	EA	361.20	2,889.60
Item Total					<u>2,889.60</u>
10- 1	CHAIRS, ARMLESS WITH CASTERS - HON IGNITION HIGS6	23.00	EA	278.52	6,405.96
Item Total					<u>6,405.96</u>
11- 1	TABLES, CAFÉ' HEIGHT, 42"D W/X BASE - HON HCTRND42.N.D.D AND HON HCT29LX.PLAT	5.00	EA	584.77	2,923.85
Item Total					<u>2,923.85</u>
12- 1	MAILBOX ORGANIZER - JONTICRAFT 4127JC - NATURAL	3.00	EA	420.00	1,260.00
Item Total					<u>1,260.00</u>
Total PO Amount					<u>22,001.87</u>

Authorized Signature / Purchasing Manager



Contract Award Purchase Order - Frederick County Ballenger Creek ES Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order FCPS1-0000274065	Date 04/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000003158
B&H FOTO & ELECTRONICS CORP
420 NINTH AVE
NEW YORK NY 10001
PHONE:212-239-7500
Fax: 800/858-5517

Ship To: BALLENGEL
Ballenger Creek Elementary
5250 Kingsbrook Drive
Frederick MD 21703
United States
240-236-2500

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1- 1	COMPACT DISC PLAY, 5 DISC UNIT W/REMOTE - YAHAMA CD-S303BL / B&H #YACDS303BL	1.00	EA	379.95	379.95
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Item Total 379.95

2- 1	RECEIVER/AMPLIFIER - YAMAHA R-S202 / B&H #YARS202BL	2.00	EA	179.95	359.90
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Item Total 359.90

3- 1	SPEAKERS, BOOKSHELF, PAIR - YAMAHA NS333/ B&H #YANS333	1.00	EA	279.95	279.95
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Item Total 279.95

Total PO Amount 1,019.80

Authorized Signature / Purchasing Manager



Contract Award Purchase Order - Frederick County Ballenger Creek ES Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order	Date	Revision	Page
FCPS1-0000274064	04/29/2024		1
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 000007295
DICK BLICK CO
 PO BOX 1267
 GALESBURG IL 61402
 PHONE:800/704-7744
 Fax: 800-621-8293

Ship To: BALLENGEL
 Ballenger Creek Elementary
 5250 Kingsbrook Drive
 Frederick MD 21703
 United States
 240-236-2500

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY - ART CLASSROOMS - QUOTE #QBP5567-48

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1	DRYING RACKS - DICK BLICK 51304-1006 / TENSOR	4.00	EA	942.00	3,768.00
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Item Total 3,768.00

Total PO Amount 3,768.00

Authorized Signature / Purchasing Manager



To: Customer#: 60082337 BALLENGER CREEK ELEM SCHOOL 5250 KINGSBROOK DR FREDERICK, MD 21703-2815 ATTN: Kefauver, Kimberly M Kimberly.Miskell@fcps.org	Quote Details: Quote #: QBP5567-48 Valid: 04/22/2024 - 06/06/2024 FOB: Destination Lead Time: 95 days ARO Terms: NET 30 days Shipping: 0 Prepared By: Brandi Armstrong (regionequotes@dickblick.com)	To Order: Phone: 800-447-8192 Fax: 800-621-8293 Email: PurchaseOrders@dickblick.com
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Comments:

n/a

**** TERMS ARE BASED UPON CREDIT APPROVAL ****

	Item	Description	Qty	Unit Price	Total	
1	51304-1006	DRYING RACK 100 SHL !DMO 10X18 100SHF	2	\$942.00	\$1884.00	
Please reference the Quote # and Customer # provided above when placing your order. Purchase orders under \$49 will be charged a shipping fee of \$9.95.					Subtotal	\$1884.00
					Shipping	\$0.00
					Quote Total	\$1884.00

Notes:

- Prices quoted include dockside delivery only unless otherwise stated. If a dock is not available, we offer LIFT GATE service (driver lowers merchandise from truck to curb) and INSIDE DELIVERY (items set just inside door at ground level) for additional fees.
- Additional shipping fees subject to correction if quantity adjustments are made for items with additional shipping fees quoted.
- Blick is not responsible to unload, uncrate, remove or dispose of debris, assemble or install products.
-

We accept "Future Orders". POs placed in advance are held until ship dates specified on order (within same calendar year). No invoice obligation until delivery.

Contract Award Purchase Order - Frederick County Ballenger Creek ES Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order	Date	Revision	Page
FCPS1-0000273156	02/29/2024		1
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000002490
DOURON INC
10 PAINTERS MILLS RD
OWINGS MILLS MD 21117
PHONE:800/533-1296
Fax: 410-363-1659

Ship To: BALLENGEL
Ballenger Creek Elementary
5250 Kingsbrook Drive
Frederick MD 21703
United States
240-236-2500

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY - 23MISC8 & MAPT 2015-42

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 CABINET, STORAGE, 72X36X24, ADJ. SHELVES, METAL, W/ DOORS & LOCKS - SANDUSKY LEE CA41 362472 - DOVE GRAY	1.00	EA	558.00	558.00
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Item Total 558.00

2-	1 CHAIR, TEACHER - HON HIWMM.Y0.A.H.IC.NR10.NL.SB.TI - MESH BACK: CHARCOAL / SEAT: INERTIA ONYX / FRAME TITANIUM	44.00	EA	376.20	16,552.80
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Item Total 16,552.80

3-	1 DESK, TEACHER, SINGLE PEDESTAL RIGHT HAND - SMITH SYSTEM 26161 - TOP: FUSION MAPLE / FRAME AND EDGE: PLATINUM	37.00	EA	723.00	26,751.00
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Item Total 26,751.00

4-	1 DESK, TEACHER, SINGLE PEDESTAL LEFT HAND - SMITH SYSTEM 26160 - TOP: FUSION MAPLE / FRAME AND EDGE: PLATINUM	5.00	EA	723.00	3,615.00
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Item Total 3,615.00

Total PO Amount 47,476.80

Authorized Signature / Purchasing Manager



Contract Award Purchase Order - Frederick County Ballenger Creek ES Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order	Date	Revision	Page
FCPS1-0000274066	04/29/2024		1
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000003525
HENRY SCHEIN INC
135 DURYEA RD E270
MELVILLE NY 11747
PHONE:631/454-3086
Fax: 800/524-4969

Ship To: BALLENGEL
Ballenger Creek Elementary
5250 Kingsbrook Drive
Frederick MD 21703
United States
240-236-2500

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY - OMNIA PARTNERS #2021002973

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1	WASTE RECEPTACLE, STEP-ON - HENRY SCHEIN 550-5251	1.00	EA	205.21	205.21
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Item Total 205.21

Total PO Amount 205.21

Authorized Signature / Purchasing Manager



Contract Award Bid Tab - Frederick County Ballenger Creek ES Limited Renovation



Frederick County Public Schools

Ballenger Creek ES

5250 Kingsbrook Dr. Frederick MD 21703

MCN Build, Inc. - 720 S. Montford Avenue, Suite 200, Baltimore, MD 21224 - 202.213.6015

Date: 02/27/24
Rev.: 95% CD's GMP

Area (s.f.): 64,187
Estimator(s): WFB / DLW

Ballenger Creek ES				
C.S.I.	Description	Low / Qualified Bidder Pricing	Low / Qualified Bidder Name	Cost per Square foot
01A	MOVING	\$64,812	TPM Group	\$1.01
02A	DEMOLITION & ABATEMENT	\$386,295	Bowen & Kron	\$6.02
04A	MASONRY	\$297,670	Tricord Masonry	\$4.64
05C	MISCELLANEOUS METALS	\$107,775	Boldmark Steel	\$1.68
06A	GENERAL TRADES	\$1,777,275	MCN / SW GT	\$27.69
07B	ROOFING & WATERPROOFING	\$2,096,850	CHU Contracting	\$32.67
07C	JOINT SEALANTS	\$13,180	JMR Construction	\$0.21
08C	GLAZING	\$417,840	Glass Industries	\$6.51
09A	DRYWALL	\$588,000	M3	\$9.16
09B	TILE	\$207,190	All Star	\$3.23
09D	FLOORING	\$257,010	All Star	\$4.00
09E	PAINTING & COATINGS	\$142,433	MET Painters	\$2.22
21A	FIRE SUPPRESSION SPRINKLER SYSTEM	\$43,155	Judd FP	\$0.67
23A	MECHANICAL & PLUMBING	\$6,247,080	City Wide Mech	\$97.33
26A	ELECTRICAL	\$1,596,546	BoMark Elect	\$24.87
32C	PLANTINGS	\$285,951	J.B. Kline	\$4.45
	Accepted Value Engineering	(\$909,094)		(\$14.16)
Total Trades Cost		\$13,619,968		\$226.36
	GENERAL CONDITION - NTE and ALLOWANCE	\$1,093,995	MCN Build	\$17.04
	DESIGN FEES	\$820,171	JMT	\$12.78
	Preconstruction Fee	\$35,000	MCN Build	\$0.55
	Permit Allowance	\$30,000	MCN Build	\$0.47
	INSURANCE BURDEN - In General Conditions	\$0	N/A	\$0.00
	DESIGN AND CONSTRUCTION CONTINGENCY	\$100,000	N/A	\$1.56
	BUILDERS RISK INSURANCE - BY FCPS, Deductible allow	0.00%	\$7,500	N/A
	SUB DEFAULT INSURANCE AND BOND COSTS	1.23%	\$193,506	MCN Build
	PERFORMANCE & PAYMENT BOND COST- In GCs	\$0	MCN Build	\$0.00
Construction Cost		\$15,900,140		\$261.88
	CONSTRUCTION MANAGEMENT FEE	\$511,500	MCN Build	\$7.97
Total Cost		\$16,411,640		\$269.85



Ballenger Creek ES

Add Alternate List

Add Alt No.	ITEM DESCRIPTION	Cost	Status			Remarks	Action Item
			Accept	Reject	Maybe		
1	All subcontractors bidding Low Voltage please provide an add alternate to add cell dialers for Fire and Security Systems at both schools	\$14,928					
2	For all tile flooring contractors provide an add alternate for the installation of new Floor & Base Tile in the corridors.	\$76,415					
3	Add to provide isolation valves at each classroom toilet	\$27,723					
4	Provide and install new 100kw 480/277V generator & 2 4P/100A ATS	\$122,513				Order of Magnitude - design needs to be developed	
	TOTAL ADD ALTS:	\$241,579					

Contract Award Purchase Order - Frederick County Ballenger Creek ES Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order FCPS1-0000274079	Date 04/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000022637
PAUL E DIXON
5702 INDUSTRY LANE
SUITE A44
FREDERICK MD 21704
PHONE:301/631-1500

Ship To: BALLENGEL
Ballenger Creek Elementary
5250 Kingsbrook Drive
Frederick MD 21703
United States
240-236-2500

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY - QUOTE DATED APRIL 26, 2024.

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 GARDALL FL2522/2 CASH REGISTER TRAY DEPOSIT FLOOR MODEL SAFE	1.00	EA	1,878.75	1,878.75
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Item Total 1,878.75

2-	1 INSIDE DELIVERY CHARGE	1.00	EA	100.00	100.00
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Item Total 100.00

Total PO Amount 1,978.75

Authorized Signature / Purchasing Manager



Contract Award Purchase Order - Frederick County Ballenger Creek ES Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order FCPS1-0000274063	Date 04/29/2024	Revision 	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000004141
PYRAMID PAPER COMPANY
6510 NORTH 54TH STREET
TAMPA FL 33610-1908
PHONE:800-792-2644
Fax: 813-621-7688

Ship To: BALLENGEL
Ballenger Creek Elementary
5250 Kingsbrook Drive
Frederick MD 21703
United States
240-236-2500

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY - GYM EQUIPMENT - 22CURR3

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 ECONOMY BALL LOCKER - CHAMPION BCX	6.00	EA	238.80	1,432.80
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Item Total	1,432.80
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2-	1 INFLATOR, BALL , ELECTRIC - CHAMPION EP1500	2.00	EA	92.40	184.80
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Item Total	184.80
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3-	1 JUMPROPE/HOOP RACK - CHAMPION RHRACK	4.00	EA	130.80	523.20
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Item Total	523.20
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Total PO Amount 2,140.80

Authorized Signature / Purchasing Manager



**Contract Award Purchase Order - Frederick County Ballenger Creek ES Limited Renovation
Purchase Order**

Frederick Co. Public Schools
 Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order	Date	Revision	Page
FCPS1-0000274062	04/29/2024		1
Payment Terms	Freight Terms	Ship Via	
Immediate	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000020996
 SCHOOL SPECIALTY LLC
 W6316 DESIGN DRIVE
 GREENVILLE WI 54942
 PHONE:888/388-3224

Ship To: BALLENGEL
 Ballenger Creek Elementary
 5250 Kingsbrook Drive
 Frederick MD 21703
 United States
 240-236-2500

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY - GYM EQUIPMENT - 22CURR3
 REFERENCE #: Q-169173

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1- 1	4-TIER BALL RACK - SCHOOL SPECIALTY #1449910 / TANDEM SPORT	2.00	EA	94.29	188.58
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Item Total 188.58

Total PO Amount 188.58

Authorized Signature / Purchasing Manager



Contract Award Purchase Order - Frederick County Ballenger Creek ES Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order	Date	Revision	Page
FCPS1-0000274077	04/29/2024		1
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000004373
WILLIAM V MACGILL & COMPANY
1000 N LOMBARD ROAD
LOMBARD IL 60148
PHONE:800-323-2841
Fax: 800-727-3433

Ship To: BALLENGEL
Ballenger Creek Elementary
5250 Kingsbrook Drive
Frederick MD 21703
United States
240-236-2500

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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BALLENGER CREEK ELEMENTARY - QUOTE QT0095442

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1	JUSTIN RECOVERY COUCH - VINYL COLOR: DOVE GRAY	2.00	EA	799.00	1,598.00
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Item Total 1,598.00

Total PO Amount 1,598.00

Authorized Signature / Purchasing Manager



Contract Purchase Order - Frederick Spring Ridge Elementary Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order FCPS1-0000273157	Date 02/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
AMERICAN DESIGN ASSOCIATES INC
802 GLENEAGLES CT SUITE 200
TOWSON MD 21286
PHONE: 410-823-5500
Fax: 410-823-5508

Ship To: SPRRIDGEEL
Spring Ridge Elementary
9051 Ridgefield Drive
Frederick MD 21701
United States
240-236-1600

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY 23MISC8 & MAPT-2015-42

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 ALTERNATIVE SEATING, MOVABLE STOOL - VS HOKKI 03825 - DARK BLUE	8.00	EA	92.00	736.00
				Item Total	736.00
2-	1 CHAIR DOLY, MOVE & STORE - NATIONAL PUBLIC SEATING DY-82 - BLACK	1.00	EA	237.60	237.60
				Item Total	237.60
3-	1 CHAIR, STUDENT, MUSIC - NATIONAL PUBLIC SEATING 8210 MELODY CHAIR - BLACK	30.00	EA	88.00	2,640.00
				Item Total	2,640.00
4-	1 CHAIR, STUDENT, POLY SHELL 14" - ARTCOBELL - DISCOVER 4-LEG D10C-F-4-Z - SHELL: GRAPHITE / FRAME: TITANIUM	252.00	EA	60.00	15,120.00
				Item Total	15,120.00
5-	1 CHAIR, STUDENT, POLY SHELL 16" - ARTCOBELL - DISCOVER 4-LEG D10C-F-4-Z - SHELL: GRAPHITE / FRAME: TITANIUM	233.00	EA	64.00	14,912.00
				Item Total	14,912.00
6-	1 CHAIR, STUDENT, POLY SHELL 18" - ARTCOBELL - DISCOVER 4-LEG D10C-F-4-Z - SHELL: GRAPHITE / FRAME: TITANIUM	232.00	EA	64.00	14,848.00

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000273157	Date 02/29/2024	Revision	Page 2
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
		Item Total			<u>14,848.00</u>
7- 1	DESK, STUDENT, POLY BOOK BOX, 20" X 26" - ARTCOBELL DA0EE - TOP: FUSION MAPLE / EDGE BAND & POLY BOX: TITANIUM / LEG: TITANIUM	700.00	EA	128.00	89,600.00
		Item Total			<u>89,600.00</u>
8- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8838 IMPERIAL	21.00	EA	94.00	1,974.00
		Item Total			<u>1,974.00</u>
9- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8842 LEMONCELLO	21.00	EA	94.00	1,974.00
		Item Total			<u>1,974.00</u>
10- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8837 BAZAAR	21.00	EA	94.00	1,974.00
		Item Total			<u>1,974.00</u>
11- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8833 CRÈME DE MENTHE	21.00	EA	94.00	1,974.00
		Item Total			<u>1,974.00</u>
12- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8801 MARINE BLUE	21.00	EA	94.00	1,974.00
		Item Total			<u>1,974.00</u>

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order	Date	Revision	Page
FCPS1-0000273157	02/29/2024		3
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
13- 1	SEATING FLOOR PAD - FOMCORE LILY PAD KF007-2 - SILVERTEX STX-8817 BLACKBERRY	21.00	EA	94.00	1,974.00
Item Total					1,974.00
14- 1	STAND, MUSIC, STUDENT - NATIONAL PUBLIC SEATING 82MS - BLACK	31.00	EA	45.00	1,395.00
Item Total					1,395.00
15- 1	STOOLS, MASONITE SEAT, 14" D, 18" FIXED HEIGHT - NATIONAL PUBLIC SEATING 6218 - GREY	60.00	EA	65.00	3,900.00
Item Total					3,900.00
16- 1	TABLE, ACTIVITY, HALF-MOON SHAPE W/MAKERBOARD TOP, 36 X 72 - ALLIED CLS372KDE - TOP: MARKERBOARD / EDGE BAND AND LEGS: PLATINUM PL	29.00	EA	389.00	11,281.00
Item Total					11,281.00
17- 1	TABLES, MAKERSPACE/ART, 36 X 72 - MITY BILT BLOK MS3672BLOK.CHR.CA - FRAME: CHARCOAL	12.00	EA	1,169.00	14,028.00
Item Total					14,028.00
18- 1	TABLES, RECTANGULAR, 36 X 72 - ALLIED CLASSIC CLS3672 - TOP: FUSION MAPLE / EDGE BAND AND LEGS: PLATINUM PL	2.00	EA	329.00	658.00
Item Total					658.00

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order	Date	Revision	Page
FCPS1-0000273157	02/29/2024		4
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600


Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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Total PO Amount 181,199.60

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000274068	Date 04/29/2024	Revision 	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY - PRINCIPAL'S OFFICE - MAPT-2015-42

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 DESK, REVERSABLE RETURN, 42X24 - OFFICE SOURCE PL196RCG - COASTAL GREY	1.00	EA	292.20	292.20
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Item Total		<u>292.20</u>
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2-	1 DESK, SHELL, 66X30 - OFFICE SOURCE PL102CG - COASTAL GREY	1.00	EA	351.00	351.00
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Item Total		<u>351.00</u>
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3-	1 DESK, BOX/BOX/FILE PEDESTAL - OFFICE SOURCE PL166CG PLPULLH LNI - COASTAL GREY WITH SILVER PULLS	1.00	EA	417.60	417.60
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Item Total		<u>417.60</u>
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4-	1 CHAIR, TASK - OFFICE SOURCE 656M - BLACK	1.00	EA	361.20	361.20
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Item Total		<u>361.20</u>
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5-	1 LATERAL FILE CABINET, 2 DRAWER - OFFICE SOURCE PL112CG PLPULLH LNI - COASTAL GREY WITH SILVER PULLS	1.00	EA	748.80	748.80
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Item Total		<u>748.80</u>
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6-	1 LATERAL FILE CABINET, OPEN HUTCH, 36X36X14 - OFFICE SOURCE PL153CG - COASTAL GREY	1.00	EA	364.80	364.80
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Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order	Date	Revision	Page
FCPS1-0000274068	04/29/2024		2
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
		Item Total			<u>364.80</u>
7- 1	ROUND TABLE (36 INCH TOP) - OFFICE SOURCE PLT36R-CG - COASTAL GREY	1.00	EA	189.00	189.00
		Item Total			<u>189.00</u>
8- 1	TABLE BASE (BLACK) - OFFICE SOURCE PLTXBM24 - BLACK	1.00	EA	195.60	195.60
		Item Total			<u>195.60</u>
9- 1	CHAIRS FOR ROUND TABLE - OFFICE SOURCE 04SEATF/7804TGNS	4.00	EA	373.20	1,492.80
		Item Total			<u>1,492.80</u>
Total PO Amount					<u>4,413.00</u>

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000274069	Date 04/29/2024	Revision 	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY - ASSISTANT PRINCIPAL'S OFFICE - MAPT-2015-42

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1	BOOKCASE - OFFICE SOURCE PL154CG - COASTAL GREY	1.00	EA	215.40	215.40
					Item Total	215.40
2-	1	CHAIR, TASK - OFFICE SOURCE 656M - BLACK	1.00	EA	361.20	361.20
					Item Total	361.20
3-	1	DESK, SHELL, 66X30 - OFFICE SOURCE PL102CG - COASTAL GREY	1.00	EA	351.00	351.00
					Item Total	351.00
4-	1	DESK, REVERSABLE RETURN, 42X24 - OFFICE SOURCE PL196LCG - COASTAL GREY	1.00	EA	292.20	292.20
					Item Total	292.20
5-	1	DESK, BOX/BOX/FILE PEDESTAL - OFFICE SOURCE PL166CG - COASTAL GREY WITH SILVER PULLS	1.00	EA	417.60	417.60
					Item Total	417.60
6-	1	ROUND TABLE (36 INCH TOP) - OFFICE SOURCE PLT36R-CG - COASTAL GREY	1.00	EA	189.00	189.00
					Item Total	189.00
7-	1	TABLE BASE (BLACK) - OFFICE SOURCE PLTXBM24 - BLACK	1.00	EA	195.60	195.60

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order	Date	Revision	Page
FCPS1-0000274069	04/29/2024		2
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
		Item Total			<u>195.60</u>
8- 1	CHAIRS FOR ROUND TABLE - OFFICE SOURCE 04SEATF/7804TGNS	4.00	EA	373.20	1,492.80
		Item Total			<u>1,492.80</u>
Total PO Amount					<u>3,514.80</u>

Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000274070	Date 04/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
 AMERICAN DESIGN ASSOCIATES INC
 802 GLENEAGLES CT SUITE 200
 TOWSON MD 21286
 PHONE:410-823-5500
 Fax: 410-823-5508

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY - MAPT-2015-42

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 DESK, SHELL, 66X30 - OFFICE SOURCE PL102CG - COASTAL GREY	1.00	EA	351.00	351.00
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	Item Total		351.00
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2-	1 DESK, REVERSABLE RETURN, 42X24 - OFFICE SOURCE PL196RCG - COASTAL GREY	1.00	EA	292.20	292.20
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	Item Total		292.20
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3-	1 DESK, BOX/BOX/FILE PEDESTAL - OFFICE SOURCE PL166CG - COASTAL GREY WITH SILVER PULLS	1.00	EA	417.60	417.60
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	Item Total		417.60
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4-	1 CHAIR, SIDE WITHOUT ARMS - HON GROVE WITHOUT ARMS HML1S.N.SCFSPIN.52.TS.PR8-	2.00	EA	1,095.00	2,190.00
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	Item Total		2,190.00
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5-	1 LATERAL FILE WITH WOOD TOP - HON BRIGADE 800 SERIES, 36"W H883.L.S - CHARCOAL	2.00	EA	743.03	1,486.06
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	Item Total		1,486.06
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6-	1 SEATING, OTTOMAN - HON HFLSO1.TS..WP90.PR8	2.00	EA	454.60	909.20
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	Item Total		909.20
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Authorized Signature / Purchasing Manager



Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order FCPS1-0000274070	Date 04/29/2024	Revision	Page 2
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000010895
AMERICAN DESIGN ASSOCIATES INC
802 GLENEAGLES CT SUITE 200
TOWSON MD 21286
PHONE:410-823-5500
Fax: 410-823-5508

Ship To: SPRRIDGEEL
Spring Ridge Elementary
9051 Ridgefield Drive
Frederick MD 21701
United States
240-236-1600


Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
7- 1	CONFERENCE TABLE POWER INSERT (2 POWER/1 DATA/1 PHONE/1 USB/1 HDMI) - OFFICE SOURCE PLTBPOWER	1.00	EA	524.40	524.40
Item Total					<u>524.40</u>
8- 1	CONFERNCE TABLE, 14' LENGTH, BOAT SHAPED WITH SLAB BASE - OFFICE SOURCE PLCB14CG - COASTAL GREY	1.00	EA	2,352.00	2,352.00
Item Total					<u>2,352.00</u>
9- 1	CHAIR, TASK - OFFICE SOURCE 656M - BLACK	8.00	EA	361.20	2,889.60
Item Total					<u>2,889.60</u>
10- 1	CHAIRS, ARMLESS WITH CASTERS - HON IGNITION HIGS6.N.H.IM.WP90.PLAT	23.00	EA	278.52	6,405.96
Item Total					<u>6,405.96</u>
11- 1	TABLES, CAFÉ' HEIGHT, 42"D W/X BASE - HON HCTRND42.N.D.D AND HON HCT29LX.PLAT	5.00	EA	584.77	2,923.85
Item Total					<u>2,923.85</u>
12- 1	MAILBOX ORGANIZER - JONTICRAFT 4127JC - NATURAL	4.00	EA	420.00	1,680.00
Item Total					<u>1,680.00</u>

Total PO Amount 22,421.87

Authorized Signature / Purchasing Manager



Contract Purchase Order - Frederick Spring Ridge Elementary Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order	Date	Revision	Page
FCPS1-0000274075	04/29/2024		1
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000003158
B&H FOTO & ELECTRONICS CORP
420 NINTH AVE
NEW YORK NY 10001
PHONE:212-239-7500
Fax: 800/858-5517

Ship To: SPRRIDGEEL
Spring Ridge Elementary
9051 Ridgefield Drive
Frederick MD 21701
United States
240-236-1600

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 COMPACT DISC PLAY, 5 DISC UNIT W/REMOTE - YAHAMA CD-S303BL / B&H #YACDS303BL	1.00	EA	379.95	379.95
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Item Total 379.95

2-	1 RECEIVER/AMPLIFIER - YAMAHA R-S202 / B&H #YARS202BL	2.00	EA	179.95	359.90
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Item Total 359.90

3-	1 SPEAKERS, BOOKSHELF, PAIR - YAMAHA NS333/ B&H #YANS333	1.00	EA	279.95	279.95
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Item Total 279.95

Total PO Amount 1,019.80

Authorized Signature / Purchasing Manager

Contract Purchase Order - Frederick Spring Ridge Elementary Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order FCPS1-0000274074	Date 04/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000007295
DICK BLICK CO
PO BOX 1267
GALESBURG IL 61402
PHONE:800/704-7744
Fax: 800-621-8293

Ship To: SPRRIDGEEL
Spring Ridge Elementary
9051 Ridgefield Drive
Frederick MD 21701
United States
240-236-1600

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY - ART CLASSROOMS - QUOTE #QBP5567-50


ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 DRYING RACKS - DICK BLICK 51304-1006 / TENSOR	4.00	EA	942.00	3,768.00
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Item Total 3,768.00

Total PO Amount 3,768.00

Authorized Signature / Purchasing Manager



To: Customer#: 60039580 SPRING RIDGE ELEMENTARY SCHOOL 9051 RIDGEFIELD DR FREDERICK, MD 21701-6740 ATTN: Kefauver, Kimberly M Kimberly.Miskell@fcps.org	Quote Details: Quote #: QBP5567-50 Valid: 04/22/2024 - 06/06/2024 FOB: Destination Lead Time: 95 days ARO Terms: NET 30 days Shipping: 0 Prepared By: Brandi Armstrong (regionequotes@dickblick.com)	To Order: Phone: 800-447-8192 Fax: 800-621-8293 Email: PurchaseOrders@dickblick.com
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Comments:

n/a

**** TERMS ARE BASED UPON CREDIT APPROVAL ****

	Item	Description	Qty	Unit Price	Total	
1	51304-1006	DRYING RACK 100 SHL !DMO 10X18 100SHF	2	\$942.00	\$1884.00	
Please reference the Quote # and Customer # provided above when placing your order. Purchase orders under \$49 will be charged a shipping fee of \$9.95.					Subtotal	\$1884.00
					Shipping	\$0.00
					Quote Total	\$1884.00

- Notes:**
- Prices quoted include dockside delivery only unless otherwise stated. If a dock is not available, we offer LIFT GATE service (driver lowers merchandise from truck to curb) and INSIDE DELIVERY (items set just inside door at ground level) for additional fees.
 - Additional shipping fees subject to correction if quantity adjustments are made for items with additional shipping fees quoted.
 - Blick is not responsible to unload, uncrate, remove or dispose of debris, assemble or install products.
 - We accept "Future Orders". POs placed in advance are held until ship dates specified on order (within same calendar year). No invoice obligation until delivery.

Contract Purchase Order - Frederick Spring Ridge Elementary Limited Renovation

Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order FCPS1-0000273158	Date 02/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000002490
DOURON INC
 10 PAINTERS MILLS RD
 OWINGS MILLS MD 21117
 PHONE:800/533-1296
 Fax: 410-363-1659

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY 23MISC8 & MAPT-2015-42

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 CABINET, STORAGE, 72X36X24, ADJ. SHELVES, METAL, W/ DOORS & LOCKS - SANDUSKY LEE CA41 362472 - DOVE GRAY	1.00	EA	558.00	558.00
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Item Total 558.00

2-	1 CHAIR, TEACHER -HON HIWMM.Y0.A.H.IC.NR10.NL.SB.TI - MESH BACK: CHARCOAL / SEAT: INERTIA ONYX / FRAME TITANIUM	44.00	EA	376.20	16,552.80
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Item Total 16,552.80

3-	1 DESK, TEACHER, SINGLE PEDESTAL (RIGHT HAND) - SMITH SYSTEM 26161 - TOP: FUSION MAPLE / FRAME AND EDGE: PLATINUM	37.00	EA	723.00	26,751.00
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Item Total 26,751.00

4-	1 DESK, TEACHER, SINGLE PEDESTAL (LEFT HAND) - SMITH SYSTEM 26160 - TOP: FUSION MAPLE / FRAME AND EDGE: PLATINUM	5.00	EA	723.00	3,615.00
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Item Total 3,615.00

Total PO Amount 47,476.80

Authorized Signature / Purchasing Manager



Contract Purchase Order - Frederick Spring Ridge Elementary Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order FCPS1-0000274076	Date 04/29/2024	Revision	Page 1
Payment Terms 30 Days	Freight Terms Destination	Ship Via Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000003525
HENRY SCHEIN INC
135 DURYE RD E270
MELVILLE NY 11747
PHONE:631/454-3086
Fax: 800/524-4969

Ship To: SPRRIDGEEL
Spring Ridge Elementary
9051 Ridgefield Drive
Frederick MD 21701
United States
240-236-1600

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY - TECHNICIAN OFFICE A425 - OMNIA PARTNERS #2021002973

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1-	1 WASTE RECEPTACLE, STEP-ON - HENRY SCHEIN 550-5251	1.00	EA	205.21	205.21
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Item Total 205.21

Total PO Amount 205.21

Authorized Signature / Purchasing Manager



Contract Bid Tab - Frederick Spring Ridge Elementary Limited Renovation



Frederick County Public Schools

Spring Ridge Elementary School

9051 Ridgefield Dr. Frederick MD 21701

MCN Build, Inc. - 720 S. Montford Avenue, Suite 200, Baltimore, MD 21224 - 202.213.6015

Date: 02/27/24
Rev.: 95% CD's GMP

Area (s.f.): 66,276
Estimator(s): WFB / DLW

Spring Ridge ES				
C.S.I.	Description	Low / Qualified Bidder Pricing	Low / Qualified Bidder Name	Cost per Square foot
01A	MOVING	\$63,216	TPM Group	\$0.95
02A	DEMOLITION & ABATEMENT	\$401,468	Bowen & Kron	\$6.06
04A	MASONRY	\$298,877	Tricord Masonry	\$4.51
05C	MISCELLANEOUS METALS	\$118,348	Boldmark Steel	\$1.79
06A	GENERAL TRADES	\$1,780,000	MCN/SW GT	\$26.86
07B	ROOFING & WATERPROOFING	\$2,432,850	CHU Contracting	\$36.71
07C	JOINT SEALANTS	\$13,210	JMR Construction	\$0.20
08C	GLAZING	\$441,000	Glass Ind.	\$6.65
09A	DRYWALL	\$588,000	M3	\$8.87
09B	TILE	\$207,190	All Star	\$3.13
09D	FLOORING	\$256,520	All Star	\$3.87
09E	PAINTING & COATINGS	\$146,475	MET Painters	\$2.21
21A	FIRE SUPPRESSION SPRINKLER SYSTEM	\$44,835	Judd FP	\$0.68
23A	MECHANICAL & PLUMBING	\$5,998,125	City Wide Mech	\$90.50
26A	ELECTRICAL	\$1,752,471	BoMark Elect	\$26.44
32C	PLANTINGS	\$266,694	J.B. Kline	\$4.02
	Value Engineering	(\$909,094)		(\$13.72)
Total Trades Cost		\$13,900,185		\$223.45
	GENERAL CONDITION - NTE and ALLOWANCE	\$1,107,643	MCN Build	\$16.71
	DESIGN FEES	\$826,266	JMT Architects	\$12.47
	Preconstruction Fee	\$35,000	MCN Build	\$0.53
	Permit Allowance	\$30,000	MCN Build	\$0.45
	INSURANCE BURDEN - In General Conditions	\$0	N/A	\$0.00
	DESIGN AND CONSTRUCTION CONTINGENCY	\$100,000		
	BUILDERS RISK INSURANCE - BY FCPS, Deductible allow	0.00%	\$7,500	N/A \$0.11
	SUB DEFAULT INSURANCE AND BOND COSTS	1.232%	\$197,201	MCN Build \$2.98
	PERFORMANCE & PAYMENT BOND COST- In GCs	\$0	MCN Build	\$0.00
Construction Cost		\$16,203,795		\$256.70
	CONSTRUCTION MANAGEMENT FEE	\$531,300	MCN Build	\$8.02
Total Cost		\$16,735,095		\$264.71

Contract Purchase Order - Frederick Spring Ridge Elementary Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order	Date	Revision	Page
FCPS1-0000274080	04/29/2024		1
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000022637
PAUL E DIXON
5702 INDUSTRY LANE
SUITE A44
FREDERICK MD 21704
PHONE:301/631-1500

Ship To: SPRRIDGEEL
Spring Ridge Elementary
9051 Ridgefield Drive
Frederick MD 21701
United States
240-236-1600

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY - QUOTE DATED APRIL 26, 2024.

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1- 1	GARDALL FL2522/2 CASH REGISTER TRAY DEPOSIT FLOOR MODEL SAFE	1.00	EA	1,878.75	1,878.75
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Item Total 1,878.75

2- 1	INSIDE DELIVERY CHARGE	1.00	EA	100.00	100.00
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Item Total 100.00

Total PO Amount 1,978.75

Authorized Signature / Purchasing Manager



From: [Karhi Dixon](#)
To: [Smith, Tammie S](#)
Subject: Safe and delivery Quote
Date: Friday, April 26, 2024 11:46:28 AM

WARNING: This email contains a link. Do not click on links unless you recognize the sender and know the content is safe!

Caution:

This email originated from outside of the FCPS organization.

Good morning Tammie,

Here is the new quote for 3 safes, model FL2522-2 with dial / combo

FL2522-2
\$1878.75 per safe
\$100 delivery and installation per safe
Total: \$1978.75 per safe

$\$1978.75 \times 3 = \5936.25

I do understand these safes are not needed until August.

Please let me know if you need any further information.

Hope yall have a great day and a great weekend!

Karhi
Thompson's Safe
301-631-1500

Sent from Yahoo Mail. [Get the app](#)

Contract Purchase Order - Frederick Spring Ridge Elementary Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order	Date	Revision	Page
FCPS1-0000274072	04/29/2024		1
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000004141
PYRAMID PAPER COMPANY
6510 NORTH 54TH STREET
TAMPA FL 33610-1908
PHONE:800-792-2644
Fax: 813-621-7688

Ship To: SPRRIDGEEL
Spring Ridge Elementary
9051 Ridgefield Drive
Frederick MD 21701
United States
240-236-1600

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY - GYM EQUIPMENT - 22CURR3

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1- 1	ECONOMY BALL LOCKER - CHAMPION BCX	6.00	EA	238.80	1,432.80
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Item Total 1,432.80

2- 1	INFLATOR, BALL , ELECTRIC - CHAMPION EP1500	2.00	EA	92.40	184.80
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Item Total 184.80

3- 1	JUMPROPE/HOOP RACK - CHAMPION RHRACK	4.00	EA	130.80	523.20
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Item Total 523.20

Total PO Amount 2,140.80

Authorized Signature / Purchasing Manager



Contract Purchase Order - Frederick Spring Ridge Elementary Limited Renovation Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
191 South East Street
Frederick MD 21701
United States

Purchase Order	Date	Revision	Page
FCPS1-0000274071	04/29/2024		1
Payment Terms	Freight Terms	Ship Via	
Immediate	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000020996
SCHOOL SPECIALTY LLC
W6316 DESIGN DRIVE
GREENVILLE WI 54942
PHONE:888/388-3224

Ship To: SPRRIDGEEL
Spring Ridge Elementary
9051 Ridgefield Drive
Frederick MD 21701
United States
240-236-1600

Bill To: Frederick County Public Schools
Accounting 2nd Floor
191 South East Street
Frederick MD 21701
United States
Accounts.Payable@fcps.org

Tax Exempt? Y **Tax Exempt ID:** 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY - GYM EQUIPMENT - 22CURR3
REFERENCE #: Q-169173


ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1- 1	4-TIER BALL RACK - SCHOOL SPECIALTY #1449910 / TANDEM SPORT	2.00	EA	94.29	188.58
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Item Total 188.58

Total PO Amount 188.58

Authorized Signature / Purchasing Manager



Contract Purchase Order - Frederick Spring Ridge Elementary Limited Renovation

Purchase Order

Frederick Co. Public Schools

Purchasing - 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States

Purchase Order	Date	Revision	Page
FCPS1-0000274078	04/29/2024		1
Payment Terms	Freight Terms	Ship Via	
30 Days	Destination	Best Way	
Requestor: Smith, Tammie S			USD

Supplier: 0000004373
 WILLIAM V MACGILL & COMPANY
 1000 N LOMBARD ROAD
 LOMBARD IL 60148
 PHONE:800-323-2841
 Fax: 800-727-3433

Ship To: SPRRIDGEEL
 Spring Ridge Elementary
 9051 Ridgefield Drive
 Frederick MD 21701
 United States
 240-236-1600

Bill To: Frederick County Public Schools
 Accounting 2nd Floor
 191 South East Street
 Frederick MD 21701
 United States
 Accounts.Payable@fcps.org

Tax Exempt? Y Tax Exempt ID: 526000941

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt
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SPRING RIDGE ELEMENTARY - QUOTE QT0095443

ATTENTION VENDOR: THIS SCHOOL IS CURRENTLY UNDER CONSTRUCTION. PLEASE SCHEDULE DELIVERY FOR THE WEEK OF AUGUST 5, 2024. PLEASE CONTACT TAMMIE SMITH AT 301-644-5176 TO SCHEDULE DELIVERY.

1- 1	JUSTIN RECOVERY COUCH - VINYL COLOR: DOVE GRAY	2.00	EA	799.00	1,598.00
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Item Total 1,598.00

Total PO Amount 1,598.00

Authorized Signature / Purchasing Manager



William V. MacGill

Quotation

1000 N. Lombard Road
 Lombard, IL 60148
Phone: (630) 889-0500
Fax: (800) 727-3433

Date Apr 24, 2024	Page 1
Quote Number QT0095443	

Sold To:

FREDERICK COUNTY PUBLIC SCHOOLS
 191 SOUTH EAST STREET
 ACCOUNTS PAYABLE
 FREDERICK, MD 21701
 US

Ship To:

SPRING RIDGE ELEMENTARY
 9051 RIDGEFIELD DR
 FREDERICK, MD, 21701
 US

Reference EMAIL QUOTE	PO Number QUOTE	Customer No. 21701-190	Salesperson	Order Date Apr 24, 2024	Ship Via 1	Terms N30
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Qty. Ord.	Item Number	Description	Unit Price	UOM	Extended Price
1	79100	(NB)(SHIP FROM MFG) JUSTIN RECOVERY COUCH (NB) NO BID ALREADY AT THE LOWEST PRICE ITEM SHIPS DIRECTLY FROM MANUFACTURER PLEASE ALLOW 10-12 WEEKS FOR DELIVERY VINYL COLOR: DOVE GRAY	799.00	Ea.	799.00

Comments: FREE SHIPPING ON ORDERS OVER \$65.00 TO ONE LOCATION. QUOTE EXPIRES 07/24/2024	Tax Summary:			
	ILGOV	0.00	Less	
			Included Tax	0.00
			Order Discount	0.00
			Subtotal	799.00
		Total sales tax	0.00	
		Total order	799.00	

BOARD OF EDUCATION OF HARFORD COUNTY

DECISION ON AWARD OF CONTRACT

**ABERDEEN MIDDLE SCHOOL
HVAC SYSTEMIC RENOVATION**

BID TAB SHEET
PROPOSALS RECEIVED ON
APRIL 15, 2024

BIDDERS	Towson Mechanical	Brawner Builders
Bid Bond	✓	✓
Aff of Qual to Bid	✓	✓
MBE - SOP	✓	✓
MBE - UA	✓	✓
Addenda #1-8	✓	✓
BASE BID	\$28,433,000	\$32,421,000
Alternate #1	\$5,309,000	\$4,899,000
Alternate #2	\$22,000	\$24,500
Alternate #3	\$42,000	\$48,900
Alternate #4	\$66,000	\$241,900
Alternate #5	\$204,000	\$212,000
TOTAL BID	\$28,767,000	\$32,421,000

AIA[®] Document B101[®] – 2017

Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the Sixteenth day of April in the year Two Thousand and Twenty-Four
(In words, indicate day, month and year.)

BETWEEN the Architect’s client identified as the Owner:
(Name, legal status, address and other information)

Somerset County Public Schools
7982A Tawes Campus Drive
Westover, Maryland 21871

and the Architect:
(Name, legal status, address and other information)

Becker Morgan Group, Inc.
312 West Main Street, Suite 300
Salisbury, Maryland 21801

for the following Project:
(Name, location and detailed description)

Crisfield Academy and High School
Systemic Renovations
210 N. Somerset Avenue
Crisfield, Maryland 21817
BMG Project No. 2024093.00

The Owner and Architect agree as follows,

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. *An Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Init.

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User Notes:

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- 7 COPYRIGHTS AND LICENSES
- 8 CLAIMS AND DISPUTES
- 9 TERMINATION OR SUSPENSION
- 10 MISCELLANEOUS PROVISIONS
- 11 COMPENSATION
- 12 SPECIAL TERMS AND CONDITIONS
- 13 SCOPE OF THE AGREEMENT

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The Owner's program for the Project:

(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)

Systemic Renovations as identified in Somerset County Public School's Capital Improvement Program (CIP) for Fiscal Year (FY) 2025.

§ 1.1.2 The Project's physical characteristics:

(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)

Systemic Renovations to the approximately 96,277 GSF facility on 36.5 acres at 210 N. Somerset Avenue, Crisfield, Maryland, as outlined in the FY 2025 CIP.

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

(Provide total and, if known, a line item breakdown.)

Construction Cost: \$22,747,156.00 as identified in FY 2025 CIP,
Project Cost: \$28,699,164.00 as identified in FY 2025 CIP.

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

Init.

.1 Design phase milestone dates, if any:

N/A

.2 Construction commencement date:

Phase Construction estimate as:
Phase 1 - 6/25 and Phase 2 - 6/26 and 6/27 for summer work.

.3 Substantial Completion date or dates:

Phase Construction

.4 Other milestone dates:

N/A

§ 1.1.5 The Owner intends the following procurement and delivery method for the Project:
(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)

§ 1.1.6 The Owner's anticipated Sustainable Objective for the Project:
(Identify and describe the Owner's Sustainable Objective for the Project, if any.)

(Paragraph deleted)

§ 1.1.7 The Owner identifies the following representative in accordance with Section 5.3:
(List name, address, and other contact information.)

Mr. Jon Hill (jhill@somerset.k12.md.us)
Facilities Manager
Somerset County Public Schools
7982A Taves Campus Drive
Westover, Maryland 21871
410.651.1616

§ 1.1.8 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:
(List name, address, and other contact information.)

N/A

§ 1.1.9 The Owner shall retain the following consultants and contractors:
(List name, legal status, address, and other contact information.)

.1 Geotechnical Engineer:

N/A

.2 Civil Engineer:

N/A

- .3 Other, if any:
(List any other consultants and contractors retained by the Owner.)

N/A

§ 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:
(List name, address, and other contact information.)

Brad A. Hastings, AIA, LEED AP – Principal In Charge (bhastings@beckermorgan.com)
Allison L. Shockley, AIA, LEED AP, BD + C – Project Manager (ashockley@beckermorgan.com)
Becker Morgan Group, Inc.
312 West Main Street, Suite 300
Salisbury, Maryland 21801
410.546.9100

§ 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:
(List name, legal status, address, and other contact information.)

§ 1.1.11.1 Consultants retained under Basic Services:

- .1 Structural Engineer:

Morabito Consultants, Inc.
952 Ridgebrook Road
Suite 1700
Sparks, Maryland 21152

- .2 Mechanical Engineer:

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601

- .3 Electrical Engineer:

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601

§ 1.1.11.2 Consultants retained under Supplemental Services:

N/A

§ 1.1.12 Other Initial Information on which the Agreement is based:

Somerset County Public Schools FY 2025 CIP.

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

§ 1.3.1 Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

§ 2.5.1 Commercial General Liability with policy limits of not less than two million (\$ 2,000,000) for each occurrence and four million (\$ 4,000,000) in the aggregate for bodily injury and property damage.

§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than one million (\$ 1,000,000) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 2.5.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 2.5.4 Workers' Compensation at statutory limits.

§ 2.5.5 Employers' Liability with policy limits not less than one million (\$ 1,000,000) each accident, one million (\$ 1,000,000) each employee, and one million (\$ 1,000,000) policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than five million (\$ 5,000,000) per claim and five million (\$ 5,000,000) in the aggregate.

§ 2.5.7 **Additional Insured Obligations.** To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 2.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

§ 3.1.5 The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to applicable design requirements imposed by those authorities and entities.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 Schematic Design Phase Services

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may

include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

§ 3.3 Design Development Phase Services

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 3.4 Construction Documents Phase Services

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.5 Procurement Phase Services

§ 3.5.1 General

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

§ 3.5.2 Competitive Bidding

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by:

- .1 facilitating the distribution of Bidding Documents to prospective bidders;
- .2 organizing and conducting a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- .4 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 3.5.3 Negotiated Proposals

§ 3.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 3.5.3.2 The Architect shall assist the Owner in obtaining proposals by:

- .1 facilitating the distribution of Proposal Documents for distribution to prospective contractors and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors;
- .3 preparing responses to questions from prospective contractors and providing clarifications and interpretations of the Proposal Documents to the prospective contractors in the form of addenda; and,
- .4 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 3.5.3.3 If the Proposal Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective contractors.

§ 3.6 Construction Phase Services

§ 3.6.1 General

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.2 and except as provided in Section 3.6.6.5, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.6.2 Evaluations of the Work

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor. Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

§ 3.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201-2017, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 3.6.3 Certificates for Payment to Contractor

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

§ 3.6.4 Submittals

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the

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approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

§ 3.6.4.2 The Architect shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The Architect's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

§ 3.6.5 Changes in the Work

§ 3.6.5.1 The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

§ 3.6.6 Project Completion

§ 3.6.6.1 The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When Substantial Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 4.1 Supplemental Services

§ 4.1.1 The services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect’s responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

(Designate the Architect’s Supplemental Services and the Owner’s Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)

Supplemental Services	Responsibility <i>(Architect, Owner, or not provided)</i>
§ 4.1.1.1 Programming	Not Provided
§ 4.1.1.2 Multiple preliminary designs	Not Provided
§ 4.1.1.3 Measured drawings	Architect
§ 4.1.1.4 Existing facilities surveys	Architect
§ 4.1.1.5 Site evaluation and planning	Architect
§ 4.1.1.6 Building Information Model management responsibilities	Architect
§ 4.1.1.7 Development of Building Information Models for post construction use	Not Provided
§ 4.1.1.8 Civil engineering	Architect
§ 4.1.1.9 Landscape design	Not Provided
§ 4.1.1.10 Architectural interior design	Architect
§ 4.1.1.11 Value analysis	Not Provided
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	Not Provided
§ 4.1.1.13 On-site project representation	Not Provided
§ 4.1.1.14 Conformed documents for construction	Architect
§ 4.1.1.15 As-designed record drawings	See 4.1.2.1
§ 4.1.1.16 As-constructed record drawings	Not Provided
§ 4.1.1.17 Post-occupancy evaluation	Not Provided
§ 4.1.1.18 Facility support services	Not Provided
§ 4.1.1.19 Tenant-related services	Not Provided
§ 4.1.1.20 Architect’s coordination of the Owner’s consultants	Not Provided
§ 4.1.1.21 Telecommunications/data design	Not Provided

Supplemental Services	Responsibility <i>(Architect, Owner, or not provided)</i>
§ 4.1.1.22 Security evaluation and planning	Not Provided
§ 4.1.1.23 Commissioning	Not Provided
§ 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3	Not Provided
§ 4.1.1.25 Fast-track design services	Not Provided
§ 4.1.1.26 Multiple bid packages	Not Provided
§ 4.1.1.27 Historic preservation	Not Provided
§ 4.1.1.28 Furniture, furnishings, and equipment design	Not Provided
§ 4.1.1.29 Other services provided by specialty Consultants	Not Provided
§ 4.1.1.30 Other Supplemental Services	See 4.1.2.1

§ 4.1.2 Description of Supplemental Services

§ 4.1.2.1 A description of each Supplemental Service identified in Section 4.1.1 as the Architect’s responsibility is provided below.

(Describe in detail the Architect’s Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect’s Services documents that can be included as an exhibit to describe the Architect’s Supplemental Services.)

- A. Survey work as needed, as required to support Civil Engineering, is included, as noted under Compensation.
- B. As-Built documents will be provided based on Contractor provided information for Owner’s record.

§ 4.1.2.2 A description of each Supplemental Service identified in Section 4.1.1 as the Owner’s responsibility is provided below.

(Describe in detail the Owner’s Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)

N/A

§ 4.1.3 If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™–2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.

§ 4.2 Architect’s Additional Services

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect’s schedule.

§ 4.2.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner’s written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner’s schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;

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- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.2.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Owner shall compensate the Architect for the services provided prior to the Architect's receipt of the Owner's notice.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

§ 4.2.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 Two (2) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 Eighteen (18) visits to the site by the Architect during construction
- .3 Two (2) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One (1) inspections for any portion of the Work to determine final completion.

§ 4.2.4 Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.

§ 4.2.5 If the services covered by this Agreement have not been completed within forty (40) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs.

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The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

§ 5.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement.

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.11 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.12 The Owner shall include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.15 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3; otherwise the Architect's services for modifying the Construction Documents shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:
(Check the appropriate box.)

- Arbitration pursuant to Section 8.3 of this Agreement
- Litigation in a court of competent jurisdiction
- Other: (Specify)

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

(Paragraphs deleted)

§ 8.3.4 Consolidation or Joinder

§ 8.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 8.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of

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User Notes:

performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)

.1 Termination Fee:

None

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

N/A

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

§ 9.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written

consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

§ 10.8.1 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

§ 10.9 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

.1 Stipulated Sum
(Insert amount)

Fixed fee based on the estimates contained in the FY2025 CIP. The fee is broken down as follows, coinciding with the percentages noted in 11.5 below:

Site Survey:	\$ 5,000.00
Schematic Design:	\$ 358,000.00
Design Development:	\$ 446,500.00
Construction Documents:	\$ 536,000.00
Bidding:	\$ 89,000.00

Construction Phase: \$ 358,000.00
TOTAL: \$ 1,792,500.00

Reimbursable Expenses are estimated at \$10,000.00.
Total: \$ 1,802,500.00



.2 Percentage Basis
(Insert percentage value)

() % of the Owner's budget for the Cost of the Work, as calculated in accordance with Section 11.6.

.3 Other
(Describe the method of compensation)

§ 11.2 For the Architect's Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

As indicated for specified items noted above, and hourly for any items currently excluded.

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation.)

On an hourly basis or as negotiated.

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus ten percent (10%), or as follows:
(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Schematic Design Phase	Twenty	percent (20	%)
Design Development Phase	Twenty-Five	percent (25	%)
Construction Documents Phase	Thirty	percent (30	%)
Procurement Phase	Five	percent (5	%)
Construction Phase	Twenty	percent (20	%)
Total Basic Compensation	One Hundred	percent (100	%)

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

§ 11.6.1 When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices. (If applicable, attach an exhibit of hourly billing rates or insert them below.)

Employee or Category	Rate
Principals	\$225 - \$300
Senior Associate	\$165 - \$220
Associate	\$120 - \$200
Architect Engineer Interior Designer Landscape Architect Surveyor	\$100 - \$180
Designer	\$80 - \$160
Technician	\$75 - \$120
Support	\$80 - \$160
Field Crew	\$190
Expert Witness	1.5 x Billing Rate
3D Scanner	\$210

§ 11.8 Compensation for Reimbursable Expenses

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses;
- .11 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,
- .12 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent (10 %) of the expenses incurred.

§ 11.9 Architect's Insurance. If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:

(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 2.5, and for which the Owner shall reimburse the Architect.)

N/A

§ 11.10 Payments to the Architect

§ 11.10.1 Initial Payments

§ 11.10.1.1 An initial payment of zero (\$ 0.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

Init.

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User Notes:

(Paragraph deleted)

§ 11.10.2 Progress Payments

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

(Insert rate of monthly or annual interest agreed upon.)

One and One Half Percent 1.5%

§ 11.10.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.2.3 Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

(Include other terms and conditions applicable to this Agreement.)

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

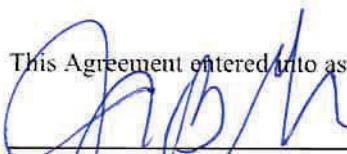
- .1 AIA Document B101™-2017, Standard Form Agreement Between Owner and Architect
- .2

(Paragraphs deleted)

[] Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)

- .4 Other documents:
(List other documents, if any, forming part of the Agreement.)

This Agreement entered into as of the day and year first written above.



OWNER (Signature)

Somerset County Public Schools
Dr. John Gaddis, Superintendent of Schools

(Printed name and title)



ARCHITECT (Signature)

Becker Morgan Group, Inc.
Brad A. Hastings, AIA, LEED AP, Vice President

(Printed name, title, and license number, if required)

Additions and Deletions Report for AIA® Document B101® – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:30:50 ET on 04/12/2024.

PAGE 1

AGREEMENT made as of the Sixteenth day of April in the year Two Thousand and Twenty-Four

...

Somerset County Public Schools
7982A Tawes Campus Drive
Westover, Maryland 21871

...

Becker Morgan Group, Inc.
312 West Main Street, Suite 300
Salisbury, Maryland 21801

...

(Name, location and detailed description)

Crisfield Academy and High School
Systemic Renovations
210 N. Somerset Avenue
Crisfield, Maryland 21817
BMG Project No. 2024093.00

PAGE 2

Systemic Renovations as identified in Somerset County Public School's Capital Improvement Program (CIP) for Fiscal Year (FY) 2025.

...

Systemic Renovations to the approximately 96,277 GSF facility on 36.5 acres at 210 N. Somerset Avenue, Crisfield, Maryland, as outlined in the FY 2025 CIP.

...

Construction Cost: \$22,747,156.00 as identified in FY 2025 CIP.
Project Cost: \$28,699,164.00 as identified in FY 2025 CIP.

PAGE 3

N/A

...

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User Notes: (960654195)

Phase Construction estimate as:
Phase 1 - 6/25 and Phase 2 - 6/26 and 6/27 for summer work.

...

Phase Construction

...

N/A

...

~~§ 1.1.6.1 If the Owner identifies a Sustainable Objective, the Owner and Architect shall complete and incorporate AIA Document E204™ 2017, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E204 2017 is incorporated into this agreement, the Owner and Architect shall incorporate the completed E204 2017 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.~~

...

Mr. Jon Hill (jhill@somerset.k12.md.us)
Facilities Manager
Somerset County Public Schools
7982A Tawes Campus Drive
Westover, Maryland 21871
410.651.1616

...

N/A

...

N/A

...

N/A
PAGE 4

N/A

...

Brad A. Hastings, AIA, LEED AP – Principal In Charge (bhastings@beckermorgan.com)
Allison L. Shockley, AIA, LEED AP, BD + C – Project Manager (ashockley@beckermorgan.com)
Becker Morgan Group, Inc.
312 West Main Street, Suite 300
Salisbury, Maryland 21801
410.546.9100

...

Morabito Consultants, Inc.
952 Ridgebrook Road
Suite 1700
Sparks, Maryland 21152

...

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601

...

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601

...

N/A

...

Somerset County Public Schools FY 2025 CIP.
PAGE 5

§ 2.5.1 Commercial General Liability with policy limits of not less than two million (\$ 2,000,000) for each occurrence and four million (\$ 4,000,000) in the aggregate for bodily injury and property damage.

§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than one million (\$ 1,000,000) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

...

§ 2.5.5 Employers' Liability with policy limits not less than one million (\$ 1,000,000) each accident, one million (\$ 1,000,000) each employee, and one million (\$ 1,000,000) policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than five million (\$ 5,000,000) per claim and five million (\$ 5,000,000) in the aggregate.
PAGE 11

§ 4.1.1.1	Programming	<u>Not Provided</u>
§ 4.1.1.2	Multiple preliminary designs	<u>Not Provided</u>
§ 4.1.1.3	Measured drawings	<u>Architect</u>
§ 4.1.1.4	Existing facilities surveys	<u>Architect</u>
§ 4.1.1.5	Site evaluation and planning	<u>Architect</u>
§ 4.1.1.6	Building Information Model management responsibilities	<u>Architect</u>
§ 4.1.1.7	Development of Building Information Models for post construction use	<u>Not Provided</u>
§ 4.1.1.8	Civil engineering	<u>Architect</u>
§ 4.1.1.9	Landscape design	<u>Not Provided</u>
§ 4.1.1.10	Architectural interior design	<u>Architect</u>

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§ 4.1.1.11 Value analysis	<u>Not Provided</u>
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	<u>Not Provided</u>
§ 4.1.1.13 On-site project representation	<u>Not Provided</u>
§ 4.1.1.14 Conformed documents for construction	<u>Architect</u>
§ 4.1.1.15 As-designed record drawings	<u>See 4.1.2.1</u>
§ 4.1.1.16 As-constructed record drawings	<u>Not Provided</u>
§ 4.1.1.17 Post-occupancy evaluation	<u>Not Provided</u>
§ 4.1.1.18 Facility support services	<u>Not Provided</u>
§ 4.1.1.19 Tenant-related services	<u>Not Provided</u>
§ 4.1.1.20 Architect's coordination of the Owner's consultants	<u>Not Provided</u>
§ 4.1.1.21 Telecommunications/data design	<u>Not Provided</u>
§ 4.1.1.22 Security evaluation and planning	<u>Not Provided</u>
§ 4.1.1.23 Commissioning	<u>Not Provided</u>
§ 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3	<u>Not Provided</u>
§ 4.1.1.25 Fast-track design services	<u>Not Provided</u>
§ 4.1.1.26 Multiple bid packages	<u>Not Provided</u>
§ 4.1.1.27 Historic preservation	<u>Not Provided</u>
§ 4.1.1.28 Furniture, furnishings, and equipment design	<u>Not Provided</u>
§ 4.1.1.29 Other services provided by specialty Consultants	<u>Not Provided</u>
§ 4.1.1.30 Other Supplemental Services	<u>See 4.1.2.1</u>

PAGE 12

- A. Survey work as needed, as required to support Civil Engineering, is included, as noted under Compensation.
B. As-Built documents will be provided based on Contractor provided information for Owner's record.

...

N/A

PAGE 13

- .1 Two (2) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 Eighteen (18) visits to the site by the Architect during construction
- .3 Two (2) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One (1) inspections for any portion of the Work to determine final completion.

...

§ 4.2.5 If the services covered by this Agreement have not been completed within forty (40) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

PAGE 17

Litigation in a court of competent jurisdiction

...

Design Development Phase	<u>Twenty-Five</u>	percent (<u>25</u>	%)
Construction Documents Phase	<u>Thirty</u>	percent (<u>30</u>	%)
Procurement Phase	<u>Five</u>	percent (<u>5</u>	%)
Construction Phase	<u>Twenty</u>	percent (<u>20</u>	%)

...

Total Basic Compensation	one hundred One <u>Hundred</u>	percent (100	%)
--------------------------	--	-----------	-----	----

PAGE 21

Employee or Category	Rate (\$0.00)
<u>Principals</u>	<u>\$225 - \$300</u>
<u>Senior Associate</u>	<u>\$165 - \$220</u>
<u>Associate</u>	<u>\$120 - \$200</u>
<u>Architect Engineer Interior Designer Landscape Architect Surveyor</u>	<u>\$100 - \$180</u>
<u>Designer</u>	<u>\$80 - \$160</u>
<u>Technician</u>	<u>\$75 - \$120</u>
<u>Support</u>	<u>\$80 - \$160</u>
<u>Field Crew</u>	<u>\$190</u>
<u>Expert Witness</u>	<u>1.5 x Billing Rate</u>
<u>3D Scanner</u>	<u>\$210</u>

...

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent (10 %) of the expenses incurred.

...

N/A

...

§ 11.10.1.1 An initial payment of zero (\$ 0.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

~~§ 11.10.1.2 If a Sustainability Certification is part of the Sustainable Objective, an initial payment to the Architect of (\$ —) shall be made upon execution of this Agreement for registration fees and other fees payable to the Certifying Authority and necessary to achieve the Sustainability Certification. The Architect's payments to the Certifying Authority shall be credited to the Owner's account at the time the expense is incurred.~~

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

PAGE 22

~~%—One and One Half Percent~~ 1.5%

...

- .2 ~~AIA Document E203™ 2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:~~
~~(Insert the date of the E203 2013 incorporated into this agreement.)~~

3 Exhibits:

(Check the appropriate box for any exhibits incorporated into this Agreement.)

AIA Document E204™ 2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204 2017 incorporated into this agreement.)

...

Somerset County Public Schools
Dr. John Gaddis, Superintendent of Schools

Becker Morgan Group, Inc.
Brad A. Hastings, ATA, LEED AP, Vice President



Standard Form of Architect's Services: Site Evaluation and Project Feasibility

for the following PROJECT:
(Name and location or address)

Greenwood Elementary School / Princess Anne Elementary School – Feasibility Study & Educational Specifications
Somerset County, Maryland
BMG Project Number 2024092.00

THE OWNER:
(Name, legal status and address)

Somerset County Public Schools
7982A Tawes Campus Drive
Westover, Maryland 21871

THE ARCHITECT:
(Name, legal status and address)

Becker Morgan Group, Inc.
312 West Main Street, Suite 300
Salisbury, Maryland 21801

THE AGREEMENT

This Standard Form of Architect's Services is part of the accompanying Owner-Architect Agreement (hereinafter, together referred to as the Agreement) dated the Sixteenth day of April in the year Two Thousand and Twenty-Four.
(In words, indicate day, month and year.)

TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 SITE EVALUATION AND PROJECT FEASIBILITY SERVICES
- 3 ADDITIONAL SERVICES
- 4 OWNER'S RESPONSIBILITIES
- 5 COMPENSATION
- 6 SPECIAL TERMS AND CONDITIONS

ARTICLE 1 INITIAL INFORMATION

§ 1.1 The Architect's services are based on the Initial Information set forth in this Article 1.
(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 Site(s) to be evaluated:
(Identify the site or sites to be evaluated by the Architect and existing buildings that are a part of the evaluation.)

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An Additions and Deletions Report that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document provides the Architect's scope of services only and must be used with an Owner-Architect agreement. It may be attached as an exhibit to AIA Document B102™–2017, Standard Form of Agreement Between Owner and Architect without a Predefined Scope of Architect's Services or used with AIA Document G802™–2017, Amendment to the Professional Services Agreement, to create a modification to any Owner-Architect agreement.

The site of Greenwood Elementary School, 11412 Dryden Road in Princess Anne, Maryland is approximately 11.9 acres. The existing building is approximately 63,520 GSF. 2023 enrollment was 474 students in grades 2 through 5. The site of Princess Anne Elementary School, 11576 Lankford Street in Princess Anne, Maryland is approximately 5 acres. The existing building is approximately 43,774 GSF. 2023 enrollment was 350 students in grades Pre-K through 1.

§ 1.1.2 The Owner's Development Objectives:

(Identify the Owner's program for the Project or otherwise state the Owner's Development Objectives for the Project in terms of space requirements, anticipated structures, site features, sustainable objectives, and other relevant information.)

Owner desires to complete a feasibility study to identify current conditions of both schools and propose future options, including potential consolidation, pursuant to Somerset County Public Schools FY 2025 Capital Improvement Plan.

§ 1.1.3 The Architect shall retain the following consultants:

(List name, discipline, address, and other information.)

.1 Structural Engineer:

Morabito Consultants, Inc.
952 Ridgebrook Road
Suite 1700
Sparks, Maryland 21152

.2 Mechanical Engineer:

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601

.3 Electrical Engineer:

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601

.4 Civil Engineer:

Becker Morgan Group, Inc.
312 West Main Street
Suite 300
Salisbury, Maryland 21801

.5 Technology Design:

N/A

§ 1.1.4 Other Initial Information on which the Architect's services are based:

(List below other information that will affect the Architect's performance, such as the Owner's contractors and consultants, existing entitlements for land use or construction, existing encumbrances to land use, the Owner's budget for the Project, authorized representatives, and Owner confidentiality requirements.)

N/A

§ 1.1.5 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation.

ARTICLE 2 SITE EVALUATION AND PROJECT FEASIBILITY SERVICES

§ 2.1 The Architect shall manage the Site Evaluation and Project Feasibility Services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

§ 2.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 2.3 The Architect shall prepare, and periodically update, a schedule of Site Evaluation and Project Feasibility Services that identifies milestone dates for decisions required of the Owner, services furnished by the Architect, and completion of documentation to be provided by the Architect. The Architect shall coordinate the schedule of Site Evaluation and Project Feasibility Services with the Owner's Project schedule.

§ 2.4 The Architect shall submit documents regarding the Site Evaluation and Project Feasibility Services to the Owner at appropriate intervals for purposes of evaluation and approval by the Owner. The Architect shall be entitled to rely on approvals received from the Owner to complete the Site Evaluation and Project Feasibility Services.

§ 2.5 The Architect shall prepare a site evaluation and feasibility report based on the Architect's services selected in Section 2.6. The report may incorporate written or graphic materials, and shall include:

- .1 an executive summary,
- .2 documentation of the methodology used to conduct the Architect's services,
- .3 the Owner's Development Objectives.
- .4 relevant facts upon which the report is based,
- .5 comparisons regarding multiple sites, if selected.
- .6 conclusions and recommendations, and
- .7 other:

§ 2.6 The Architect shall provide the listed Site Evaluation and Project Feasibility Services only if specifically designated below as the Architect's responsibility. Unless otherwise specifically addressed in the Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Site Evaluation and Project Feasibility Service is not being provided.

(Designate the Architect's Site Evaluation and Project Feasibility Services and the Owner's Site Evaluation and Project Feasibility Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Site Evaluation and Project Feasibility Service.)

Services	Responsibility <i>(Architect, Owner or Not Provided)</i>
§ 2.6.1 Preliminary assessment of Owner's Development Objectives	Architect
§ 2.6.2 Site evaluation	Architect
§ 2.6.3 Identification of environmental requirements	Architect
§ 2.6.4 Site context description	Architect
§ 2.6.5 Cultural factor assessment	Not Provided
§ 2.6.6 Historic resource inventory	Not Provided
§ 2.6.7 Building evaluation	Architect
§ 2.6.8 Conceptual drawings	Architect, as required for Feasibility
§ 2.6.9 Estimate of the cost of the Work	Architect

Init.

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User Notes:

§ 2.6.10	Public hearings and meetings	Architect
§ 2.6.11	Other Site Evaluation and Project Feasibility Services	Architect

(Row deleted)

§ 2.7 Description of Services

A brief description of each Site Evaluation and Project Feasibility Service is provided below.

(If necessary, attach as an exhibit, or provide in Section 2.7, expanded or modified descriptions of the Site Evaluation and Project Feasibility Services listed below.)

§ 2.7.1 Preliminary Assessment of Owner's Development Objectives. Provide a preliminary assessment of the Owner's Development Objectives and identify constraints and opportunities that will impact them.

§ 2.7.2 Site Evaluation. Evaluate the site by, as applicable: (1) performing on-site observations; (2) assessing the physical characteristics of the site; (3) assessing codes, ordinances, and regulations that impact the Owner's Development Objectives; (4) assessing utilities available to the site; and (5) assessing the access, circulation, and parking for the site. The Architect shall make recommendations to the Owner based on its site evaluation.

§ 2.7.3 Identification of Environmental Requirements. Identify environmental requirements that may apply to the Owner's Development Objectives for the site, such as the need for environmental impact statements, assessments, documentation, testing, or monitoring.

§ 2.7.4 Site Context Description. Describe the physical characteristics and context of areas immediately surrounding the site, including existing land uses, proposed development, and public transportation. The Architect shall also describe land use patterns, trends, or potential uses of areas immediately surrounding the site and assess the impact of the Owner's Development Objectives on the surrounding sites and community.

§ 2.7.5 Cultural Factor Assessment. Research the history of the site, which may include historic land uses, existing structures on or adjacent to the site, archaeological significance, and other cultural factors. The Architect shall also assess the impact of the Owner's Development Objectives on the cultural significance of the site, surrounding sites, and community.

§ 2.7.6 Historic Resource Inventory. Prepare an inventory of buildings and other features on the site that have been identified by local, state, or federal authorities as historic, or that may have historic significance.

§ 2.7.7 Building Evaluation. Conduct an evaluation, based on visual observation, of the existing buildings on the site. The evaluation shall summarize, in general terms: (1) the buildings' existing uses; (2) elements or components of the buildings that do not comply with applicable codes and regulations; (3) the buildings' predominant materials and their conditions; (4) the buildings' structural systems and their conditions; (5) the buildings' mechanical, electrical, and plumbing systems and their conditions; and (6) potentially hazardous materials or toxic substances in the buildings. If necessary, the Architect shall recommend further investigation of any of the above.

§ 2.7.8 Conceptual Drawings. Prepare conceptual development drawings based on the Owner's Development Objectives. The drawings may show, as the Architect deems appropriate, land use, building placement, access and circulation of vehicles and pedestrians, parking, utilities, site drainage, landscaping, and development phasing.

§ 2.7.9 Estimate of the Cost of the Work. Based on the Conceptual Drawings and other services provided, prepare an estimate of the cost of the work for the development of the site.

§ 2.7.10 Public Meetings and Hearings. Attend public hearings and citizen information meetings as required to perform the services or as requested by the Owner. Prepare presentation materials as necessary for such public meetings and hearings.

§ 2.7.11 Other Site Evaluation and Project Feasibility Services Identified in Section 2.6.11:

(Describe the Site Evaluation and Project Feasibility Services, if any, identified in Section 2.6.11.)

As required to meet IAC Feasibility Study standards.

ARTICLE 3 ADDITIONAL SERVICES

§ 3.1 Additional Services may be provided after execution of the Agreement, without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Article shall entitle the Architect to compensation pursuant to Section 5.2 and an appropriate adjustment in the Architect’s schedule.

§ 3.2 The Architect shall provide Site Evaluation and Project Feasibility Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 Ten (10) in person meetings with the Owner or the Owner’s consultants
- .2 Ten (10) visits to the site by the Architect
- .3 Five (5) presentations of any portion of the Services to third parties as requested by the Owner
- .4 Five (5) preparation for, and attendance at, public hearings and meetings

ARTICLE 4 OWNER’S RESPONSIBILITIES

§ 4.1 The Owner shall provide the Architect with information necessary to perform the Site Evaluation and Project Feasibility Services, which may include a program or other Owner-provided information regarding the development objectives for the Project. If necessary, the Owner shall provide the services of a surveyor, geotechnical engineer, or environmental consultant.

§ 4.2 The Owner shall provide the Architect with any available previous studies, data, reports, surveys, or other documents which have a direct bearing on the Site Evaluation and Project Feasibility Services.

§ 4.3 The Owner shall provide access to the property and buildings as necessary for the Architect to complete the Site Evaluation and Project Feasibility Services.

ARTICLE 5 COMPENSATION

§ 5.1 If not otherwise specifically addressed in the Agreement, the Owner shall compensate the Architect for the Site Evaluation and Project Feasibility Services described in Article 2 as follows:

(Insert amount of, or basis for, compensation.)

Feasibility Study:	\$171,500.00
Educational Specification:	\$ 60,000.00
Reimbursables Estimate:	\$ 5,000.00
TOTAL:	\$236,500.00

§ 5.2 For Additional Services that may arise during the course of the Project, including those under Section 3.2, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation.)

Indicated in Paragraph 11.1 or above, or for items not listed, on an hourly or negotiated fixed fee basis.

§ 5.3 Compensation for Additional Services of the Architect’s consultants, when not included in Section 5.2, shall be the amount invoiced to the Architect plus ten percent (10 %), or as otherwise stated below:

ARTICLE 6 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Standard Form of Architect’s Services: Site Evaluation and Project Feasibility are as follows:

All work shall be done in accordance with the State of Maryland’s Interagency Commission on School Construction (IAC) requirements and procedures, including the IAC’s requirements for space, life cycle cost and evaluations, State of Maryland Department of General Services and IAC energy use performance guidelines, IAC technical bulletins and other applicable codes.

Additions and Deletions Report for AIA® Document B203™ – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:09:01 ET on 04/12/2024.

PAGE 1

Greenwood Elementary School / Princess Anne Elementary School – Feasibility Study & Educational Specifications
Somerset County, Maryland
BMG Project Number 2024092.00

...

Somerset County Public Schools
7982A Tawes Campus Drive
Westover, Maryland 21871

...

Becker Morgan Group, Inc.
312 West Main Street, Suite 300
Salisbury, Maryland 21801

...

This Standard Form of Architect's Services is part of the accompanying Owner-Architect Agreement (hereinafter, together referred to as the Agreement) dated the Sixteenth day of April in the year Two Thousand and Twenty-Four.

PAGE 2

The site of Greenwood Elementary School, 11412 Dryden Road in Princess Anne, Maryland is approximately 11.9 acres. The existing building is approximately 63,520 GSF. 2023 enrollment was 474 students in grades 2 through 5. The site of Princess Anne Elementary School, 11576 Lankford Street in Princess Anne, Maryland is approximately 5 acres. The existing building is approximately 43,774 GSF. 2023 enrollment was 350 students in grades Pre-K through 1.

...

Owner desires to complete a feasibility study to identify current conditions of both schools and propose future options, including potential consolidation, pursuant to Somerset County Public Schools FY 2025 Capital Improvement Plan.

...

.1 Structural Engineer:

Morabito Consultants, Inc.
952 Ridgebrook Road
Suite 1700
Sparks, Maryland 21152

.2 Mechanical Engineer:

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601

.3 Electrical Engineer:

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601

.4 Civil Engineer:

Becker Morgan Group, Inc.
312 West Main Street
Suite 300
Salisbury, Maryland 21801

.5 Technology Design:

N/A

...

N/A

PAGE 3

§ 2.6.1	Preliminary assessment of Owner's Development Objectives	<u>Architect</u>
§ 2.6.2	Site evaluation	<u>Architect</u>
§ 2.6.3	Identification of environmental requirements	<u>Architect</u>
§ 2.6.4	Site context description	<u>Architect</u>
§ 2.6.5	Cultural factor assessment	<u>Not Provided</u>
§ 2.6.6	Historic resource inventory	<u>Not Provided</u>
§ 2.6.7	Building evaluation	<u>Architect</u>
§ 2.6.8	Conceptual drawings	<u>Architect, as required for Feasibility</u>
§ 2.6.9	Estimate of the cost of the Work	<u>Architect</u>
§ 2.6.10	Public hearings and meetings	<u>Architect</u>
§ 2.6.11	Other Site Evaluation and Project Feasibility Services	<u>Architect</u>

PAGE 4

As required to meet IAC Feasibility Study standards.

PAGE 5

- .1 Ten (10) in person meetings with the Owner or the Owner's consultants
- .2 Ten (10) visits to the site by the Architect
- .3 Five (5) presentations of any portion of the Services to third parties as requested by the Owner
- .4 Five (5) preparation for, and attendance at, public hearings and meetings

...



COMMISSIONING SERVICES PROPOSAL

Date: August 9, 2023

Client: Saint Mary's County Public Schools Project: Lettie Marshall Dent Elementary
Department of Design and Construction School Commissioning Services
Mr. Todd Whitlock, Project Manager IDC: SMCPS-2023-03-DSS-DC
Address: 27190 Point Lookout Road Address: 37840 New Market Turner Road
Loveville, Maryland 20656 Mechanicsville, Maryland 20659

Attention: Mr. Todd Whitlock

We are pleased to offer the following commissioning services proposal for your review and consideration as the owner's representative. Proposal is based on the following:

- Project: Systemic renovation of the single story, ±58,859 SF Lettie Marshall Dent Elementary School in St. Mary's County, Maryland in multiple phases (9 Total). The systems for commissioning include: Heating Boiler and Pumps Central Heating Plant, Cooling Tower and Pumps Central Condenser Water Plant, Existing Chiller Plant, Packaged Rooftop Air Handling Units with heat recovery, Variable Air Volume (VAV) Units, Ductless Split Systems, Exhaust Fans, Ducted Heating Coil, Baseboard Heaters, Cabinet and Unit Heaters, Freeze Protection Pumps, New HVAC Sequences of Operation and existing chiller plant operations, Domestic Water Generators, Domestic In-Line Circulator Pumps, Domestic Water Tempering Valves, Lighting and Lighting Controls, Emergency Generator and ATS. These systems will be commissioned as part of the commissioning services by a certified commissioning professional. CCI will commission at a 100% sample rate for each system. The Facility will be seeking commissioning verification in accordance with Building Commissioning Association (BCA) standards. CxA shall commission each system with coordination of SMCPS.
- Drawings: Bid Documents issued May 5, 2023 by Smolen, Emr, Ilkovitch Architects (SMR) were the basis of preparation for this proposal.
- Specifications: Commissioning Specification to be issued as an addendum by Complete Commissioning for the project. Specific specifications for all trades have been provided by the design team with the contract drawings dated May 5, 2023.
- Owner's Project Requirements: OPR is to be issued by St. Mary's County Public Schools for the project. Due to the limited extent of scope, the RFP may serve as the OPR.
- Basis of Design: BOD to be prepared and issued by Design Team.
- Schedule: Project abatement is in phase 1 in July and August of 2023. Construction kick-off is anticipated Spring of 2023 during Phase 2A. 9 Phases anticipated to be through August 2025. Seasonal Testing will be January/February of 2026.

Systems to be commissioned identified SMCPS for the facility are as follows:

HVAC Systems:

- 2 Oil Fire Heating Water Boilers
- 2 Boiler Circulating Pumps
- 2 Dual Temp Circulating Water Pumps
- 2 Condenser Water Pumps

- 1 Cooling Tower with existing chiller.
- 9 Inline Circulating Pumps for RTUs Freeze Protection
- 9 Packaged Rooftop Units serving the Office Admin, Media Office, Media Center, Kindergarten, Cafeteria and Gymnasium
- 8 Heat Recovery Units with associated rooftop units
- 1 Duplex Fuel Oil Pump Set
- 11 Cabinet Unit Heaters
- 4 Unit Heaters
- 2 Sections of Baseboard Radiation Heaters
- 1 Electric Unit Heater
- 1 Convector
- 2 Ductless Split Systems
- 1 Duct Mounted Heating Coil for the office administration areas
- 3 Exhaust Fans for Building Exhaust Systems.
- HVAC Sequences of Operation and ATC (includes integration with existing chiller plant).

Plumbing Systems: (Alternate No. 6)

- 2 Domestic Water Heaters
- 2 In-Line Circulator Pumps
- 2 Domestic Water Tempering Devices

Emergency Power Systems: (Alternate No. 7)

- 125 KW Emergency Generator
- 2 ATS Switches
- Coordination with Fire Alarm System

Lighting Systems:

- Interior lighting
- Lighting Controls

This proposal is based upon the assumption that each trade will perform the tests specified in the commissioning specification, under the direction of and witnessed by the commissioning authority. Trade associated with testing shall be responsible for additional site visits if systems are not ready at time of scheduled commissioning activity. CCI shall not be held accountable for delays or unsatisfied resolutions due to contractor performance.

Commissioning services are as a verification process and equipment being commissioned shall be tested, measured and operated by representatives of the installing contractor. Equipment utilized by the contractor shall be calibrated at the contractor's expense to conform to the owner's requirements.

Commissioning process shall be team effort with involvement of design team and construction team. Early engagement is encouraged to have a successful effort. As the commissioning authority, we do not have any authority over the design or construction team.

Commissioning plan, provided by Complete Commissioning, Inc., will be based on the latest industry standards. Commissioning shall be in accordance with ASHRAE Guidelines "0" and "1" documented per BCA as approved by the owner.

Commissioning process to include the following tasks:

- ☞ Serve as individual CxA to lead commissioning process activities.
- ☞ Review of BOD and OPR documentation.
- ☞ Commissioning review of 100% construction documents.
- ☞ Commissioning plan development, construction phase.
- ☞ Construction Kick-off Meeting

- ☞ Submittal Review of systems being commissioned.
- ☞ Controls Coordination Meeting.
- ☞ Commissioning test form development with Construction Team
- ☞ Commissioning meeting/field observations/field report coordination
- ☞ Commissioning Issues log generation and distribution
- ☞ Pre-Functional Test (PFT) at end of alternate phases.
 - PFT will be verification of 100% for Boilers, Cooling Towers, Pumps, Air Handling Units, VAV Terminal Units, Split System AC Units, Reheat Coil, Exhaust fans, Heaters and HVAC Controls, Domestic Water Heaters, Domestic Recirculation Pumps, Emergency Generator, Automatic Transfer Switches, Lighting and Lighting Controls.
- ☞ TAB Verification (10% of Installed devices) at completion of all phases.
- ☞ Functional Performance Testing (FPT) at completion of all phases.
 - FPT will be verification of 100% for Boilers, Cooling Towers, Dual Temperature Plant, Pumps, Air Handling Units, VAV Terminal Units, Split System AC Units, Reheat Coil, Exhaust fans, Heaters and HVAC Controls, Domestic Water Heaters, Domestic Recirculation Pumps, Emergency Generator, Automatic Transfer Switches, Lighting and Lighting Controls.
 - In addition, CCI will verify the integration between the existing chilled water plant and newly installed dual temperature pumps, condenser water pumps and cooling tower, as well as the change over between heating and cooling seasons thru the BAS.
- ☞ Operation & maintenance manual review, Commissioning Systems Manual.
- ☞ Systems training verification, Training by contractor
- ☞ Final Commissioning Report/ Closeout Documentation
- ☞ 10 Month Warranty & building operation review
- ☞ Seasonal Testing of HVAC Systems

Price & breakdown: Hourly rates below are based on approved IDC rates. Drive time cost per hour is \$180/hr. not on the original hourly rate schedule.

Commissioning and Verification:

OPR and BOD Review (10 Hrs. x \$180)	\$1,800.00
100% Construction Document Commissioning Review (32 Hrs. x \$180)	\$5,760.00
Commissioning Specifications Issued Via Addendum (5 Hrs. x \$200)	\$1,000.00
Commissioning Plan Develop/Maintain Construction Phase (8 Hrs. x \$200)	\$1,600.00
Pre-Construction Meeting (4 Hrs. x \$180 + 2 Hrs. x \$200)	\$1,120.00
Submittal Review for commissioned systems. (24 Hrs. x \$200)	\$4,800.00
Commissioning Form PFT and FPT Preparation (23 Hrs. x \$200)	\$4,600.00
ATC Coordination Meeting (4 Hrs. x \$180 + 3 Hrs. x \$200)	\$1,320.00
Commissioning Meetings/Site Observations (10 x (4 Hrs. x \$180 + 4 Hrs. x \$200))	\$15,200.00
Commissioning Issue Log Tracking and Updates 8 Estimated (8 Hrs. x \$200)	\$1,600.00
PFT, Start Up/Point to Point Verification for systems (4 Hrs. x \$180 + 6 Hrs. x \$200) x 8	\$15,360.00
TAB Verification (10% of installed devices) (12 Hrs. x \$175)	\$2,100.00
FPT Verification of systems and Ex. Chiller Plant (4 Hrs. x \$180 + 8 Hrs. x \$200) x 8	\$18,560.00
Training verification Allowance for 2 Days Training (4 Hrs. x \$180 + 6 Hrs. x \$200) x 2	\$3,840.00
Commissioning Systems Manual (10 Hrs. x \$200)	\$2,000.00
Final Report Submission (24 Hrs. x \$200)	\$4,800.00
Seasonal Testing (4 Hrs. x \$180 + 6 Hrs. x \$200)	\$1,920.00
10 Month Post occupancy review and interviews (4 Hrs. x \$180 + 7 Hrs. x \$200)	\$2,120.00

Commissioning and Verification Total: \$89,500.00

Reimbursable Expenses including mileage is anticipated at 200 Miles Round Trip @ 0.64¢ per mile (\$128.00) plus tolls of \$6.00 (\$134.00) for a total on project of 35x\$134 = \$4,690.00.

Work performed under this proposal shall be billed monthly for services performed.

CCI reserves the right to request additional services if scope or systems are beyond baseline indicated in the proposal.

Additional services as requested shall include the following:

Additional Owner meetings shall be as requested at a rate of \$1,120/Visit.

Additional Commissioning site observation visits shall be as requested at a rate of \$1,520/visit

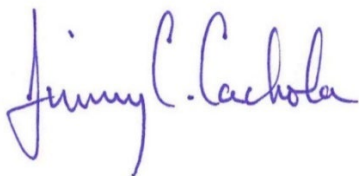
Additional testing or retesting shall be as requested at a rate of \$850/visit plus the hourly costs for retesting of systems hourly services shall be at a rate of \$200/Hr. for Commissioning Activities.

Exclusions:

- 1) Design Phase meetings.
- 2) Repeat verification inspections or tests due to errors by others.
- 3) Testing, Adjusting and Balancing Services.
- 4) Lighting Systems Commissioning or Verification.
- 5) Sound Level Verification.
- 6) Duct Pressure Testing Verification.
- 7) Building Envelope Commissioning Services.
- 8) LEED Services.
- 9) Building Envelope Testing Services (Imaging, pressure test, leakage test, etc.)
- 10) Engineering Design Services
- 11) Energy Modeling Services
- 12) Kitchen Plumbing Fixtures or systems.
- 13) Peer review of drawings. Drawings will be reviewed for commissioning related information only.
- 14) Daily inspections or reports.
- 15) Commissioning of systems not indicated above such owner provided equipment or systems, sprinkler, fire pump, power distribution, speaker/intercom system, fire alarm system, etc. Commissioning of these systems is outside the scope and can be commissioned as an additional service.
- 16) Measurement and Verification services.
- 17) Thermal imaging testing.
- 18) Air Quality Testing
- 19) Offsite or factory equipment test verification.
- 20) OPR Generation; can be provided as an additional service.
- 21) Liquidated Damages

Complete Commissioning, Inc. extends its thanks to St. Mary's County Public Schools for this opportunity to provide professional commissioning services for the Lettie Marshall Dent Elementary Systemic Renovation project.

Very truly yours,
Complete Commissioning, Inc.



Jimmy C. Cachola, P.E., LEED A.P.
CCP, CBCP, QCxP, NCP, EBCP
Principal

Contract Purchase Order - St. Mary's Lettie Marshall Dent Limited Renovation

ST. MARY'S COUNTY PUBLIC SCHOOLS

23160 MOAKLEY STREET SUITE 107
 LEONARDTOWN, MARYLAND 20650-0641
 301-475-5511 Orders 32171 Payments 32165
 FAX: 301-475-4228 purchasing@smcps.org

PURCHASE ORDER NO. 24008913

PAGE NO. 1

SCHOOL DISTRICTS ARE EXEMPT FROM FEDERAL
 EXCISE & MD SALES TAX-EXEMPT # 30001268

EMAIL INVOICES TO ACCOUNTS PAYABLE
 AT accounts payable@smcps.org

VEN
 D
 O
 R

jdennis@douron.com
 13330 FAX: EMA-IL -
DOURON INC
 JDENNIS@DOURON.COM
 10 PAINTERS MILL ROAD
 OWINGS MILLS MD 21117

S
 H
 I
 P
 T
 O

ST MARY'S COUNTY PUBLIC SCHOOLS
 27190 POINT LOOKOUT ROAD
 DEPT OF DESIGN & CONSTRUCTION
 LOVEVILLE, MARYLAND 20656
 ATTN: T.WHITLOCK
 purchasing@smcps.org

ORDER DATE: 11/07/23		BUYER: V. JOHNSTON		REQ. NO.: 2404570	REQ. DATE:
TERMS: NET 30 DAYS		F.O.B.:		DESC.: LMDES FURNITURE	
ITEM	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
			PER TERMS AND CONDITIONS OF MAPT CONTRACT 2015-42 BOE Approval 10/11/2023 LOCATION: Lettie Marshall Dent Elementary School - Limited Renovation - Furniture Replacement SEE QUOTE JN-18662 LETTIE MARSHALL DENT ES-R01 DATED 10/16/2023 ATTACHED Please email Jon Dennis at jdennis@douron.com and copy tgwhitlock@smcps.org and vajohnston@smcps.org		
01	1.00	EA	FURNITURE PER QUOTE JN-18662 LETTIE MARSHALL DENT ES-R-01	610832.1300	610,832.13
02	1.00	EA	INSTALLATION	45350.0000	45,350.00

ITEM	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	656,182.13
	31159000501664 7506	656,182.13		TOTAL \$	656,182.13

This purchase order constitutes a contract for the delivery of goods/ services for the price, qty, & shipping charges indicated. The price listed is the maximum amount authorized for payment. No charges in excess of this amount will be paid without written approval from the Purchasing Office prior to shipping. Request for changes must be emailed to purchasing@smcps.org.

APPROVED BY _____

IAC Meeting 06/13/2024

James Scott Pl
 SUPERINTENDENT OR DESIGNEE

Contract Bid Tab - St Mary's Lettie Marshall Dent Elementary Limited Renovation

BID TABULATION

Lettie Marshall Dent Elementary School Limited Renovation

ITB SMCPS-2023-07-DSS-DC

Bid Opening June 5, 2023 extended to June 8, 2023 at 1:00 P.M. and 1:30 P.M.

<i>Time Received:</i>	<i>Base Bid</i>	12:58 PM	12:54 PM
	<i>MBE Attachment D</i>	1:23 PM	12:54 PM
Prequalified Bidder		(*) SCHEIBEL CONSTRUCTION	W.L. GARY CO., INC.
MBE Attachment D		yes	yes
Addendum Acknowledgement (Addenda #'s 1-3)		yes	yes
Bid Proposal Form		yes	yes
Affidavit (Signed and Notarized)		yes	yes
Sex Offender Certification (Signed)		yes	yes
Bid Security/Bond (5%)		yes	yes
Bid Letter of Surety		yes	yes
Unit Price Schedule		yes	yes
Total Base Bid		\$14,149,000.00	\$15,800,000.00
Add Alternate No. 1 Aluminum Sills at Area B Windows		\$7,000.00	\$19,000.00
Add Alternate No. 2 Replace Classroom Flooring		\$158,000.00	\$49,000.00
Add Alternate No. 3 Replace Folding Partition		\$130,000.00	\$158,000.00
Add Alternate No. 4 Replace Roof Sections A, B, C, D, and E with 3-Ply Built-Up Roofing		\$1,700,000.00	\$1,905,000.00
Add Alternate No. 5 Clean All Ductwork		\$40,000.00	\$14,000.00
Add Alternate No. 6 New Domestic Water System		\$564,000.00	\$462,000.00
Add Alternate No. 7 Replace Emergency Generator		\$166,000.00	\$178,000.00
Add Alternate No. 8 Replace Electrical Panels		\$155,000.00	\$46,000.00
Add Alternate No. 9 Replace Fire Alarm System		\$370,000.00	\$404,000.00
Add Alternate No. 10 New Terrazzo Flooring in Corridors		\$250,000.00	\$254,000.00
Total Base Bid, Plus Alternates		\$17,689,000.00	\$19,289,000.00

Bid Start: 1:00 PM

Bid Stop: 1:34 PM

Bid packages read by: Todd Whitlock

Recorded by: Vivian Johnston

Reviewed by: Paola Laino

(*) Indicates Awarded Bidder

October 18, 2021

Paola Laino
Director of Design and Construction
St. Mary's County Public Schools
Division of Supporting Services
Department of Design and Construction
27190 Point Lookout Road
Loveville, Maryland 20656

Reference: Lettie Marshall Dent ES - Limited Renovation
RFP#SMCPS-2022-03-DSS-DC
SEI Project #21001.M050

Dear Paola,

We are pleased to submit our proposal to provide professional Architectural/Engineering Consulting Services to design a limited renovation project at the Lettie Marshall Dent Elementary School located at 37840 New Market Turner Road, Mechanicsville, MD 20659.

I. Project Description:

The Lettie Marshall Dent Elementary School building was originally constructed in 1980 as a 38,160 SF facility. A 1992 addition resulted in the current gross area of 57,820 GSF serving a current full-time enrollment of roughly 557 students in FY2022.

While the facility is well maintained and has received some systemic and abatement related improvements since construction, many of the building's systems and finishes are reaching or have exceeded their useful lifespans. A feasibility study was performed and published by SEI Architects in November of 2020 to document the existing conditions and recommended improvements. The scope of this proposal is to provide design services in accordance with Section II: Scope of Services in the request for proposal (RFP) SMCPS-2022203-DSS-DC dated September 23, 2021, and project specific information that followed.

The project will address:

- Learning enhancements:
 - Upgrade of the Information Technology system to support 1 to 1 device to student computing and interactive display boards in learning spaces
 - Classroom casework replacement
 - Kiln replacement and reconfiguration in art room
 - Replace antiquated chalkboards with markerboards
 - Furniture replacement to serve next generation learning criteria
- Architectural:
 - Reconfigure main entry sequence with a security vestibule meeting SMCPS protocols
 - Health suite redesign to meet current program standards

- Roof Replacement
- ADA upgrades/expansion of existing non-compliant toilet rooms
- Interior wall painting
- Limited exterior wall repointing, caulking, and weep hole/vent maintenance
- Exterior Door Replacements
- Classroom and cross corridor door upgrades in the 1980 areas of the building
- Acoustic ceiling tile replacement
- Flooring replacements associated with ACM removal and new flooring throughout the corridor/circulation areas.
- Electrical:
 - Electrical Switchboard replacement
 - Fire Alarm Replacement
 - Lighting upgrade
 - Public Announcement system upgrade
- Mechanical:
 - Heating plant and distribution piping replacement
 - Gymnasium and Cafeteria air handler replacement
 - Replace automated temperature control system (DDC)
 - VAV unit replacement
 - Addition of a ducted air return system
 - Replacement of fuel oil tank system
 - Domestic water distribution system replacement
 - ADA plumbing fixture replacement

II. Scope of Services

SEI and our design team intend to provide Architectural and Engineering services required to accomplish the scope of work expressed in the project description above. Further detailed information regarding the sub-consultant scopes of services has been included as an appendix to this proposal.

The project Scope of Services includes the following phases:

- Schematic Design Phase
- Design Development Phase
- Construction Documents Phase
- Bidding Phase
- Construction Administration Phase

The proposed project team to carry out the project scope will be:

Base A/E Design Services will be provided by:

- Architectural: Smolen Emr Ilkovitch Architects, inc. (SEI)
- Civil Engineering: Not in Contract
- Structural Engineering: Comprehensive Structural Solutions LLC (CSS)
- MEP Engineering: Alban Engineering Inc. (AEI)
- Envelope Consultant: Restoration Engineering inc. (REI)

In addition to above, Task, and/or Optional Services will be provided by:

- Professional Cost Estimating: Cost Con Construction Services Inc.

III. Associated Architectural/ Engineering Fees

The Lump sum fee for professional services is as follows:

<u>Base A/E Services:</u>	<u>Total</u>
Schematic Design	\$ 81,900.00
Design Development	\$ 108,180.00
Construction Documents	\$ 235,135.00
Bidding & Negotiation	\$ 26,065.00
Construction Administration	\$ 167,625.00
BASE A/E SERVICES SUBTOTAL	\$ 618,905.00
<u>Task Services:</u>	<u>Total (including OH)</u>
Cost Estimating	\$ 26,703.00
Direct Expenses	\$ 6,000.00
TOTAL BASE A/E & TASK SERVICES	\$ 651,608.00

Invoices will be presented monthly based on the percentage of work completed. Payments not received with-in 30 days of invoice will be subject to an additional charge of 1½ percent per month. No retainage will be withheld on professional services.

IV. Schedule

The anticipated project schedule is as follows:

- Notice to Proceed: December 2021
- Schematic Design: March 2022
- Design Development: June 2022
- Construction Documents: September 2022
- Bidding & Negotiation: December 2022
- Construction: Summer Breaks of 2023 and 2024

A detailed schedule will be mutually agreed upon by the owner and design consultant. The timeframes identified above are estimates to offer approximate durations per task.

V. Reimbursable Expenses:

Reimbursable Expenses are in addition to the Direct Expenses included in the Architectural and Engineering fee. Direct expenses are a fixed cost which will be invoiced in full as a component of the fixed fee.

Reimbursable expenses shall be invoiced at a multiple of 1.15 times the amount billed the Architect for expenses authorized by the client and incurred for the benefit of the project, to include but not be limited to:

- A. Printing Costs for documents for the owners use, printing of presentation materials, meeting materials and required submissions.
- B. Cost for courier, overnight deliveries and special delivery requests by the owner.
- C. Expenses authorized by the client and incurred for the benefit of the project.

VI. Qualifications/ Exclusions

Except as noted above, the following qualifications and exclusions are specifically made with regards to the scope of Professional Services to be provided under the terms of this proposal. Sub-consultant proposals have been attached as an Appendix to this proposal. All assumptions, qualifications, exceptions, and description of scopes contained in the sub-consultant proposals are applicable to this master proposal:

1. This proposal is limited to six (6) months of construction administration services covering the summers of 2023 and 2024. Any extension of construction administration (CA) beyond that duration will be provided as an additional service. The cost of additional CA duration will be determined by dividing the originally agreed upon CA fee by the originally anticipated duration and applying that rate to each additional month or partial month incurred.
2. The project scope is limited to building improvements with little to no site impact. The services of a Civil Engineer and/or site/landscape design is not included in the scope of this proposal.
3. This project is not intended to be designed to meet LEED requirements and will not be submitted for LEED certification.
4. Typical interaction with construction permit departments is anticipated. Extensive meetings with permitting officials to expedite permit reviews file for exceptions or development of special agreements is not included in this proposal.
5. All required data, scope and specification/design materials associated hazardous materials identification or abatement will be provided to the design team by SMCPS to be included in the master project design documents. This proposal does not include environmental engineering services.
6. Project related application fees, including but not limited to filing fees, general building permit, trade permits waiver applications, and special exceptions are not included.
7. Coordination with outside consultants other than those specifically identified in the "Project Description" section above is not currently included.
8. Architectural renderings of the project and presentation materials are not currently included in this proposal.
9. SEI will rely on the accuracy and adequacy of the existing building record documents. Field conditions will be verified in the areas of the work however detailed and extensive existing condition investigation is not included in this proposal.
10. Commissioning of building systems, building envelope, and training of operating staff is not included.
11. Testing and inspection services are not included

12. Record Document Services are included as follows: The A/E team will provide the contractor with one complete set of drawings incorporating A/E driven modifications. The contractor will mark up all remaining modifications on that set of drawings for the A/E and owner to review. Upon the design team and owner approval of the marked-up documents, the contractor will be responsible for providing the owner with complete "Record Documents" in the format agreed upon between owner and contractor in the Owner/Contractor agreement. Any "As Constructed" plans required by authorities having jurisdiction (i.e. SWM as-builts, etc.) will be prepared by the general contractor and is not included in the scope of this proposal.
13. Design of non-conventional systems such as geothermal, solar heat, or thermal storage is not included
14. Changes to design in response to value engineering items developed after completion of design is excluded.
15. Mechanical test pits, physical testing, balancing, or payment for construction labor to obtain samples or cut inspection openings in structures or components is excluded.
16. Printing and reproduction for bidding, construction contractor, or construction manager is excluded
17. Charges for flow tests and permits are excluded.

If you would like to discuss the scope of services, terms, conditions, fees, or any other issues, please do not hesitate to contact me.

Sincerely,



Ran Ilkovitch, NCARB, AIA
Smolen ▪ Emr ▪ Ilkovitch Architects

S:_2021 Projects\21001.M050 SMCPS - Lettie Marshall Dent ES Modernization\AE Proposal\SMCPS - Lettie Marshall Dent ES limited renovation Proposal 11-18-2021.docx

BID TABULATION

A/E Consulting for Modernization Feasibility Study
 RFP: SMCPS-2021-01-DSS-DC Technical Proposals
 Mechanicsville Elementary and Lettie Marshall Dent Elementary Schools

August 12, 2020 2:00pm

Bidder	Maximum Score Available	JMT Architecture	(*) (**)WGM Architects	(*) (**)SEI Architects	Ewing Cole	EBL Engineers, LLC	CMA Inc	Design Collective	Hord Coplan Macht	McGhee & Assoc., Archts	Penza Bailey Archts	GWWO Archts	Bignell Watkins Hasser	Manns Woodward Studios	RRMM Archts	CRA	Maginniss & del Ninno	(*)Quinn Evans	Craig Gauden Davis	TCA
3 copies of the Technical Proposal		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Addenda 1 - Acknowledgement		Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No
Appendix B Affidavit		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Appendix C Sex Offender Certification		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Appendix D A/E Qualifications SF 330		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Appendix E Contractor's Qualification Questionnaire		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Letter of Transmittal		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Overview of Organization and Roles of Key Personnel	10	7	8	8	7	6	4	8	7	5	6	8	8	5	8	8	7	8	7	8
Client References	10	6	8	8	7	5	5	6	7	6	6	7	8	5	7	7	8	7	7	6
Examples (3) of Similar Projects (K-12)	20	16	16	17	15	13	10	13	13	13	12	16	15	10	13	15	14	15	13	12
Example of a previously completed Feasibility Study for a K-12 project	15	12	15	15	10	8	0	13	9	9	9	14	13	5	14	13	8	12	11	15
Organizational Diagram showing responsibilities of design team and consultants	15	11	13	11	12	10	7	13	10	12	10	10	13	7	10	12	11	13	12	12
Delivery Plan - Identifying the recommended approach, durations, milestones	20	14	15	15	14	12	13	14	15	13	12	13	10	8	15	13	13	15	13	10
Additional Information	10	6	8	8	8	8	6	7	8	7	5	5	5	5	5	7	4	8	6	5
Total Score:	100	72	83	82	73	62	45	74	69	65	60	73	72	45	72	75	65	78	69	68

Technical Evaluation Scoring

Total Points Available Per Category:	5	10	15	20
Superior	3-5	7-10	9-15	14-20
Good	2	3-6	4-8	6-13
Adequate	1	2	3	5
Inadequate	0	0	0	0

Evaluation Committee:

Reviewed by:
 Paola Laino, Director of Design and Construction
 Wes King, Project Management Coordinator I
 Recorded by:
 Vivian Johnston, Contract and Fiscal Specialist

Review and Score All Technical Proposals for compliance with the RFP Requirements. (100 points maximum score)

(*) Short List
 (**) Top Ranked Firm(s)

August 31, 2020

Paola Laino
Director of Design and Construction
St. Mary's County Public Schools
Division of Supporting Services
Department of Design and Construction
27190 Point Lookout Road
Loveville, Maryland 20656

Reference: [Modernization Feasibility Study at Lettie Marshall Dent ES](#)
[RFP#SMCPS-2021-01-DSS-DC](#)
[SEI Project #20001.MO20](#)

Dear Paola,

We are pleased to submit our proposal to provide professional Architectural/Engineering Consulting [Services to perform a study to modernize specific systems and building elements](#) described at the Lettie Marshall Dent Elementary School located at 37840 New Market Turner Road, Mechanicsville, MD 20659.

I. Project Description:

Evaluate the existing systems and/or building elements identified below, make appropriate recommendations based on the evaluation findings, provide cost estimates to implement the recommendations, and produce a cohesive study report to be used in the planning of future CIP investments into the facility.

The systems and/or building elements to be evaluated are as follows:

1. HVAC System installed in 1992
2. Emergency Power to power essential portions of the building
 - a. Transfer switch to allow for large roll off generator(s)
 - b. Replacement of an existing underground fuel tank to serve the generator(s)
3. Lighting
 - a. Lighting fixture evaluation and replacement proposal is included.
4. Communication System Upgrade
5. Flooring replacement as a component of Abatement
 - a. SMCPS will provide their Industrial Hygiene plan/documentation for areas of flooring to be abated and replaced with new tile. The abatement cost will be included in the project estimating but the services of an industrial hygienist are not included in this scope of work.

II. Scope of Services

The project will be executed in the following 4 stages:

1. Assessment and Survey
 - a. Review project documentation provided by the SMCPS
 - b. Visit the building to assess the true physical conditions of the facility
 - c. Discuss project goals with SMCPS staff
2. Draft Report
 - a. Make appropriate recommendations based on the assessment and survey findings
 - b. Consolidate findings and recommendations into draft narratives for review by SMCPS
 - c. Document SMCPS preferred solutions and approaches.
3. Estimating
 - a. Consolidate preferred solutions and draft narratives into a package for professional cost estimating.
 - b. Provide line item cost estimate for each system to be addressed.
4. Final Report
 - a. Complete technical narratives incorporating all final decisions and SMCPS input
 - b. Consolidate and produce a single cohesive report detailing the existing conditions, findings, proposed solutions, and associated costs.

The design team proposed will be the following:

- Architect: Smolen - Emr - Ilkovitch Architects, Inc.
- Mechanical Electrical plumbing Engineer: Alban Engineering, Inc.
- Professional Cost Estimating: MK Consulting Engineers, LLC

III. Associated Architectural/ Engineering Fees

The Lump sum fee for professional services is as follows:

Assessment and Survey:	\$ 3,600.00
Draft Report:	11,300.00
Estimating:	5,368.00
Final Report:	4,500.00
Services Subtotal:	\$24,768.00
Direct Expenses:	1,500.00
GRAND TOTAL:	\$26,268.00

Invoices will be presented monthly based on the percentage of work completed. Payments not received with-in 30 days of invoice will be subject to an additional charge of 1½ percent per month. No retainage will be withheld on professional services.

IV. Schedule

The anticipated project schedule is as follows:

- | | |
|--|--------------------------------|
| • Assessment and Survey: | September 7 - October 1, 2020 |
| • Draft Report (Findings and Recommendations): | October 1 – October 23, 2020 |
| • Cost Estimate: | October 24 – November 11, 2020 |
| • Produce Final Report: | November 4 – November 27, 2020 |

A detailed schedule will be mutually agreed upon by the owner and design consultant. The timeframes identified above are estimates to offer approximate durations per task.

IV. Reimbursable Expenses:

Reimbursable Expenses are in addition to the Direct Expenses included in the Architectural and Engineering fee. Direct expenses are a fixed cost which will be invoiced in full as a component of the fixed fee.

Reimbursable expenses shall be invoiced at a multiple of 1.15 times the amount billed the Architect for expenses authorized by the client and incurred for the benefit of the project, to include but not be limited to:

- A. Printing Costs for documents for the owners use, printing of presentation materials, meeting materials and required submissions.
- B. Cost for courier, overnight deliveries and special delivery requests by the owner.
- C. Expenses authorized by the client and incurred for the benefit of the project.

VI. Qualifications/ Exclusions

Except as noted above, the following services are specifically excluded from the scope of Professional Services to be provided under the scope of work for this project:

1. MEP Subconsultant proposal is included as an appendix to this proposal. All scope, qualifications, and exclusions identified in the sub-consultant proposal are included in this master proposal between owner and Architect.
2. Services of Civil Engineers, Structural Engineers, Geotechnical Engineer, Traffic Engineer, Industrial Hygienist, Industrial Safety Engineer, Fire Protection Engineer, Environmental Engineer, Zoning Attorney, Construction Testing Services, and other specialty consultants not specifically included above are not included.
3. Materials and soils testing, and hazardous materials abatement is not included.
4. Coordination of the project with outside consultants other than those specifically identified above is not required.

Thank you for this opportunity, we look forward to working with you on this project as the start of what we hope to be a long and productive relationship.

Sincerely,



Ran Ilkovitch, NCARB, AIA
Smolen ■ Emr ■ Ilkovitch Architects

Bid 2024-45 Window and Masonry Replacement North Hagerstown High School Bid Tab

	GRC General Contractor, Inc.	Unisource Services, LLC	Warner Construction, Inc.
Base Bid (Include Prevailing Wage Rates)	\$ 1,569,982.00	\$ 1,402,059.28	\$ 1,669,700.00
Unit Price No. 1 Gypsum Board & Wall Repair Painting	\$35/sf	\$ 1,596.80	\$ 850.00
Unit Price No. 2 Re-pointing of Masonry	\$40/sf	\$ 17,125.00	\$ 37,509.00
Unit Price No. 3 VCT Tile Replacement	\$87/sf	\$ 425.00	\$ 400.00
Unit Price No. 4 Vinyl Wall Base	38/sf	\$ 340.00	\$ 80.00
Unit Price No. 5 Ceiling Tile and Grid	\$40/sf	\$ 680.00	\$ 560.00
Acknowledgement of Addenda	✓	✓	✓
Bid Affidavit	✓	✓	✓
5% Bid Bond	✓	✓	✓

Contract Bid Tab - Washington Smithsburg Middle Roof

**Bid 2024-06 Roof Replacement at Smithsburg Middle School
Bid Tab**

	D Project, Inc.	Firstline Contracting, Inc.	Heidler Roofing Services, Inc.	Island Contracting, Inc.	Patuxent Roofing and Contracting, LLC	Phoenix Contracting Services, Inc.	St. Mary's Roofing and Home Improvement, LLC	Tecta America East, LLC
Base Bid	\$ 2,900,000.00	\$ 4,200,000.00	\$ 2,721,979.00	\$ 3,119,874.00	\$ 2,907,000.00	Non-Responsive	Non-Responsive	\$ 2,448,900.00
Unit Price No. 1 Repair/Replace Cementitious Wood Fiber Deck (Per SF)	\$ 28.00	\$ 30.00	\$ 20.00	\$ 11.00	\$ 22.00			\$ 24.00
Unit Price No. 2 Blocking (Per LF)	\$ 6.50	\$ 8.00	\$ 4.00	\$ 5.00	\$ 4.00			\$ 3.60
Unit Price No. 3 Repointing Masonry (Per SF)	\$ 35.00	\$ 25.00	\$ 15.00	\$ 15.00	\$ 18.00			\$ 25.00
Unit Price No. 4 Additional Roof Drain (Per Roof Drain)	\$ 1,400.00	\$ 3,500.00	\$ 1,500.00	\$ 1,750.00	\$ 2,400.00			\$ 3,800.00
Acknowledgement of Addenda	✓	✓	✓	✓	✓			✓
Bid Affidavit	✓	✓	✓	✓	✓			✓
5% Bid Bond	✓	✓	✓	✓	✓			✓

**Bid 2024-55 Electrical Distribution Replacement at
Williamsport High School
Bid Tab**

	Freestate Baltimore. LLC	Meltech Corporation, Inc.	Milton Stamper Builders	S & S Electric	Unisource Services, LLC	Warner Construction A Division of R.W. Warner
Base Bid	\$ 1,075,000.00	\$ 1,207,949.00	\$ 970,000.00	\$ 750,000.00	\$ 1,278,000.00	\$ 926,733.00
Acknowledgement of Addenda	✓	✓	✓	✓	✓	✓
Bid Affidavit	✓	✓	✓	✓	✓	✓
5% Bid Bond	✓	✓	✓	✓	✓	✓

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 10, 2022 - Approval of Contracts and April 14, 2022 - Approval of Revisions to Previously Approved Contracts

Anne Arundel - Glendale Elementary

PSC 02.065.2022 HSFF

Project type: Systemic Renovation - Chiller Replacement

Contractor: Trane Company

Note: The revision on the April 14, 2022 agenda indicated that \$39,903 would be reverted to Anne Arundel's reserve appropriation account. However, since HSFF funds are competitive, the funds should instead be reverted back to the Statewide HSFF Reserve fund to be awarded to other eligible projects.

March 10, 2022 - Approval of Contracts and April 14, 2022 - Approval of Revisions to Previously Approved Contracts

Anne Arundel - Riviera Beach Elementary

PSC 02.097.2022 HSFF

Project type: Systemic Renovation - Chiller Replacement

Contractor: Trane Company

Note: The revision on the April 14, 2022 agenda indicated that \$22,879 would be reverted to Anne Arundel's reserve appropriation account. However, since HSFF funds are competitive, the funds should instead be reverted back to the Statewide HSFF Reserve fund to be awarded to other eligible projects.

February 8, 2024 - Approval of Contracts

Anne Arundel - Lindale Middle

PSC 02.127.2024 SPEC

Project type: Systemic Renovation - HVAC & Roof Replacement

Contractor: Phillips Way, Inc.

Change State funds from \$3,935,551 to \$13,987,600

Change Local funds from \$21,496,449 to \$11,444,400

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

February 8, 2023 - Approval of Contracts

Baltimore City - Armistead Gardens Elementary/Middle #243

PSC 30.186.20B/23B/24SPECF

Project type: Addition/Renovation

Contractor: CAM Construction Co., Inc.

Change State funds from \$20,000,000 to \$30,000,000

Change Local funds from \$43,995,000 to \$33,995,000

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

July 13, 2023 - Approval of Contracts

Baltimore City - #203B Maree G Farring Annex PK-8

PSC 30.286.23/24 LPC

Project type: Renovation/Addition

Contractor: Plano-Couldon, LLC

Change State funds from \$4,500,000 to \$8,250,000

Change Local funds from \$14,309,000 to \$10,559,000

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

April 20, 2023 - Approval of Contracts and May 11, 2023 - Approval of Revisions to Previously Approved Contracts

Baltimore City - #206 Furley Elementary

PSC 30.256.19/20/23 LPC

Project type: Replacement

Contractor: Towson Mechanical, Inc.

Change State funds from \$29,058,000 to \$35,308,000

Change Local funds from \$48,663,500 to \$42,413,500

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

July 14, 2022 - Approval of Contracts and July 13, 2023 - Revisions to Previously Approved Contracts

Charles - T.C. Martin Elementary

PSC 08.040.23 C

Project type: Renovation/Addition

Contractor: J.A. Scheibel Construction, Inc.

Change State funds from \$20,459,500 to \$23,990,000

Change Local funds from \$19,992,386 to \$16,461,886

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

March 9, 2023 - Approval of Contracts and July 13, 2023 - Revisions to Previously Approved Contracts

Charles - Elementary School #23

PSC 08.049.21 C

Project type: New Construction

Contractor: Keller Brothers, Inc.

Change State funds from \$19,468,817 to \$21,298,999

Change Local funds from \$25,981,283 to \$24,151,101

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

December 14, 2023 - Approval of Contracts

Dorchester - South Dorchester PK-8

PSC 09.012.16 B/17 B/23 B/24 SPEC F

Project type: Systemic Renovation - HVAC/Fire Alarm - Phase 1

Contractor: Bancroft Construction, Inc.

Change State funds from \$6,153,500 to \$8,307,000

Change Local funds from \$3,776,200 to \$1,622,700

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

October 12, 2023 - Approval of Contracts

Harford - Harford Technical High

PSC 12.008.23 B/24 EGRC/24 GEN F

Project type: Limited Renovation

Contractor: HESS

Change State funds from \$19,864,518 to \$31,051,518

Change Local funds from \$45,898,150 to \$34,711,150

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

August 10, 2023 - Approval of Contracts

St. Mary's - Lettie Marshall Dent Elementary

PSC 18.017.23/24 LPC

Project type: Limited Renovation

Contractor: J.A. Scheibel, Inc. t/a Scheibel Construction

Change State funds from \$6,029,837 to \$10,259,620

Change Local funds from \$11,659,163 to \$7,429,380

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

February 8, 2024 - Approval of Contracts

Wicomico - Parkside High

PSC 22.001.13 EEI/14 EEI/22 B/24 GENF

Project type: Systemic Renovation - Roof Replacement

Contractor: Keller Construction

Change State funds from \$4,137,707 to \$11,494,993

Change Local funds from \$7,357,286 to \$0

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).

May 9, 2024 - Approval of Contracts

Worcester - Snow Hill Middle

PSC 23.009.24 GENF

Project type: Systemic Renovation - Roof Replacement

Contractor: Garland/DBS, Inc.

Change State funds from \$62,475 to \$2,517,534

Change Local funds from \$4,852,592 to \$2,397,533

Note: Increase in State funding due to additional funding provided for this project in the FY 2025 Capital Improvement Program (CIP).



Item 2.D. Correction to Project Allocation Reversion

Motion:

To correct the PSC Number listed in Item 2.C. of the May 9, 2024 IAC Meeting Agenda for St. Mary's County Public Schools' Town Creek Elementary School from PSC 18.014 to PSC 18.015.

Background Information:

The May 9, 2024 agenda item to revise the contract approval for the facility's HVAC project to include a reversion of funds to the LEA reserve account incorrectly listed the facility as PSC 18.014. The correct number is PSC 18.015.

IAC staff regret the error.



Item 2.E. Pass Through Grant Request – Talbot County Public Schools – Chapel District Elementary School (PSC 20.006) Renovation/Addition

Motion:

To approve the award of Talbot County Public School's Pass-Through Grant Program (PTG) balance totaling \$1,671 to the Chapel District Elementary School Renovation/Addition project (PSC 20.006).

Background Information:

In May of 2022 the passage of Senate Bill 291 (Md. Laws, Ch. 344) appropriated \$237 million to be distributed to specified Local Education Agencies (LEAs) for school construction projects selected by each County. These Pass-Through Grant (PTG) funds are statutorily required to be allocated as block grants to the LEAs with minimal oversight by the IAC.

The IAC approved the PTG Administrative Procedures Guide on June 8, 2022, and subsequent revisions on August 11, 2022. To be eligible, projects must be selected by their local County Government. The funds cannot be used to replace the local share of projects that have received funding from other IAC programs but may be combined with other State funded projects so long as the appropriate local match requirements are met. The IAC will do a complete project reconciliation and project close out and if the local match requirement has not been met, the State may require a refund. PTG funds are provided without the requirement of a local match in accordance with the budget bill.

The IAC approved a preliminary allocation to Talbot County of \$45,783. On October 13, 2022, the IAC approved PTG projects for shade structures at three elementary schools in the County, with a total allocation of \$44,112, leaving an available balance of \$1,671. This final award will utilize the entire allocation for Talbot.

The renovation/addition project at Chapel District Elementary is being recommended for partial funding through the PTG and Capital Improvement Program. The project has been reviewed by IAC staff to ensure the project is eligible for funding and approval is recommended.

Item 3. Maximum State Allocation Increase and Award of Reserve Funds – Washington County Public Schools – North Hagerstown High School (PSC 21.024) Window and Masonry Replacement

Motion:

To increase the Maximum State Allocation for the Washington County Public Schools North Hagerstown High School (PSC 21.024) Window and Masonry Replacement project from \$790,000 to \$1,107,626 in accordance with COMAR 14.39.02.07B and to transfer \$317,626 from the LEA's reserve funds to the FY 2023 Capital Improvement Program (CIP) project.

Background Information:

COMAR 14.39.02.07B allows the IAC to:

“...increase the maximum State construction allocation for a systemic renovation project when the LEA has sufficient reserve funds available... [Provided that] The LEA submits the final project scope of work; and a cost estimate ... or the bid tabulation for the project; and the IAC determines that the requested scope of work is eligible for State funding; and the scope of work and associated costs are reasonable.”

On May 16, 2024, IAC staff received notification from Washington County Public Schools that the North Hagerstown High School Window and Masonry Replacement project that was awarded funding in the FY 2023 CIP came in over budget by \$402,059 due to increased costs for equipment, raw materials, manufacturing, transportation, and labor/wage rates. The LEA is requesting approval to increase the Maximum State Allocation for the project from \$790,000 to \$1,107,626 and apply \$317,626 in reserve funds to the FY 2023 CIP project.

Washington County Public Schools believes that the proposed action is fiscally responsible and the best way forward to make sure the project comes to fruition.

IAC staff recommend approval of this request.

May 16, 2024

Alex Donahue
Executive Director
Interagency Commission on School Construction
200 West Baltimore Street
Baltimore, MD 21201

Re: COMAR 14.39.02.07 – Changes to the Maximum State Construction Allocation – Washington County Public Schools
FY 2023 Capital Improvement Program: PSC No. 21.024.23SR – North Hagerstown High School Window and
Masonry Replacement

Mr. Donahue:

This letter is written to formally request the Interagency Commission on School Construction (IAC) to consider increasing the maximum state construction allocation for the North Hagerstown Window and Masonry Replacement project (PSC No. 21.024.23SR) consistent with COMAR 14.39.02.07. Funds for this project were allocated to Washington County Public Schools (WCPS) as part of the FY 2023 Capital Improvement Program (CIP).

This project's cost was originally estimated in Summer/Fall of 2021 at \$1,000,000 for inclusion in the FY 2023 CIP and was subsequently approved by the IAC in Spring of 2022 with funding made available in July 2022. The State allocated 79% of the construction cost, or \$790,000. The design work was started and completed this past year and has been competitively bid.

Bids were received on March 27, 2024, with the low bid being \$1,402,059. WCPS has provided the Bid Documents and Bid Tab for this project at the following Google Drive link:
<https://drive.google.com/drive/folders/1l9A0KjvNoafFOQMQ-HuX8A9mGFFEjfX6?usp=sharing>

The original estimate for the project was based upon an architectural study that was performed to determine the best way to replace failing pre-cast masonry sill units and leaking at window openings throughout the school building. The study included the estimated cost for several options, with the preferred option for the optimum life cycle performance determined to be the replacement of both the masonry and the windows. Increases in manufacturing costs, transportation costs, labor/wage rate issues, and inflation have all resulted in higher bid prices received than were anticipated when funding requests were made and subsequently approved by the IAC. WCPS believes the received bids reflect the current market conditions noted above.

Therefore, through the use of its reserve fund, WCPS is requesting to increase the State allocation for this project to 79% of the received low-bid, or \$1,107,626. This increase would require the use of \$317,626 of reserved funding.

The decision to make this request of the IAC is not taken lightly, but WCPS believes it is the best path forward to support this important project. Based on the need, and known current bid prices, WCPS is confident that this request and approach is the most fiscally responsible way to accomplish the replacement of the windows and masonry at North Hagerstown High School

Thanks for your and your staff's time and thoughtful review of this request. Additionally, WCPS thanks you for your ongoing support of our mission at Washington County Public Schools to construct and maintain the best possible learning environments for our students.

Sincerely,



Robert H. Rollins, III, Director
Department of Facilities Planning & Development

cc: Dr. David Sovine, WCPS Superintendent
Jeffrey Proulx, WCPS Chief Operating Officer
Melissa Wilfong, IAC Capital Projects Supervisor
Eugene Shanholtz, Lead Capital Projects Manager
Lisa Vaughn, Capital Projects Manager
Chad Criswell, WCPS Senior Project Manager and Planning Supervisor

**Item 4. Public Private Partnership – Prince George’s County Public Schools –
Informational Only**

Motion:

This item is informational only and does not require IAC action.

Background Information:

Please see the presented slides for information regarding the Public Private Partnership (P3) in the Prince George’s County Public School System.

Briefing on Prince George's County Public-Private Partnership (P3) for Public School Construction

June 13, 2024

Purpose of This Briefing

- Provide a brief orientation to public-private partnerships (P3s) in general
- Prepare the Commission for the upcoming process of evaluating for potential approval the following items for the pending P3 being undertaken by Prince George's County Public Schools (PGCPS):
 - Memorandum of Understanding (MOU)
 - Project Agreement (PA)

What is a Public-Private Partnership (P3) for Public School Construction?

- An agreement in which a county board of education contracts with a private entity for the acquisition, design, construction, improvement, renovation, expansion, equipping, or financing of a public school, and may include provisions for operation and maintenance of a school, cooperative use of the school or an adjacent property, and generation of revenue to offset the cost of construction or use of the school.

Education Article, Section 4-126.1(a), Annotated Code of Maryland

- One of seven “alternative financing methods” available to LEAs under Maryland law.

Education Article, Section 4-126, Annotated Code of Maryland

Prince George's County Public Schools' (PGCPS') P3s

First P3 (local only)

- Completely locally funded
- D-B-F-M model, 30-year term – PGCPS retains ownership
- 5 new middle schools and 1 new K-8 school:
 - Opened in 2023-2024: Drew-Freeman MS, Hyattsville MS, Kenmoor MS, Walker Mill MS, Sonia Sotomayor MS, and Colin L. Powell K-8 Academy

Prince George's County Public Schools' (PGCPS') P3s

Second P3 (with State participation)

Between FY 2025 and FY 2055:

“A minimum of 8 schools...will be improved, constructed, or renovated and operated and maintained under the public-private partnership agreement, including one school for which a structural engineer has identified to the Commission that the school needs a full replacement because of faulty steel; . . .”

Education Article, Section 4-126.1(d)(3)(i) / Built to Learn Act of 2020

Prince George's County Public Schools' (PGCPS') P3s

Second P3 (with State participation)

- State-local cost sharing
- D-B-F-M model, 30-year term – PGCPS retains ownership
- 6 new elementary schools and 2 new PK-8 schools
 - To open in Fall 2026: Margaret Brent ES & Templeton ES
 - To open in Fall 2027: Brandywine PK-8, Fairwood ES, Hyattsville ES, & Robert Frost PK-8
 - To open in Fall 2028: James Duckworth ES, & Springhill Lake ES

IAC Actions/Activities Required By Law

1. **Review (*not approve*) individual projects** prior to commencement of the project. May provide comment to PGCPS and document/report ongoing or unresolved issues to legislature.
2. **Enter into a Memorandum of Understanding** with Prince George's County, the Prince George's County Board of Education (PGCPS), and the Maryland Stadium Authority (MSA) that specifies the roles, rights, terms, and responsibilities of each party.

Most of the State (IAC's and State Superintendent's/State Board of Education's) laws and regulations around school construction projects are expressly made inapplicable to this State-funded P3.
3. **Approve (*but not be a party to*) the Project Agreement (PA)** between PGCPS and the private developer (Developer). Also approve any subsequent amendments to the PA.
4. **Administer the P3 Fund:** Ensure all required deposits are made into the P3 Fund by the County and MSA, ensure the Project Agreement is still in effect, and then transfer the money in the P3 Fund to PGCPS to be held in a segregated account and used solely for the purposes allowed by law. Fund transfers are required by statute from FY 2025 through FY 2055.

IAC Program Timeline

Actions/Activities	Progress Notes	Target Dates
1. Review individual projects	<ul style="list-style-type: none"> ● Early 2023: Staff reviewed site selections ● Fall 2023-Present: Staff review focused on PGCPs processes for programming, facilities planning, and design 	<ul style="list-style-type: none"> ● Staff to recommend approval to Commissioners by June 24
2. Enter into MOU	<ul style="list-style-type: none"> ● Draft MOU is 98% negotiated ● Under review by Staff 	<ul style="list-style-type: none"> ● Staff to send MOU to IAC Members for review by June 24 ● IAC Approval at July 11 IAC Meeting
3. Approve the Project Agreement (PA)	<ul style="list-style-type: none"> ● Draft PA and Exhibits are 98% complete ● Under review by Staff 	<ul style="list-style-type: none"> ● Staff to send PA to IAC Members for review by June 24 ● IAC Approval at July 11 IAC Meeting
4. Administer the P3 Fund	<ul style="list-style-type: none"> ● Have received some initial State funds ● Working to establish the Fund ● Annually, IAC will review and disburse per statute 	<ul style="list-style-type: none"> ● To begin Fall 2024

State Funds:
\$54 million initial State investment plus \$27 million per year x 30 years
Total: \$864 million



County Funds:
The difference between what PGCPs owes the Developer and the State Funds. Currently estimated at \$42 million per year, but expected to grow over time.
Total: \$1.147 billion



Interest Income on State and County Funds
Total: \$44.6 million



Funding for the P3

We'd love
to hear your questions



Item 5. Gross Area Baseline Variance - Wicomico County Public Schools - Fruitland Primary School (PSC 22.016) Replacement Project

Motion:

To approve a Gross Area Baseline (GAB) variance for an additional 4,858 gross square feet (GSF) for the replacement project at Wicomico County's Fruitland Primary School (PSC 22.016) which increases the eligible building area from 81,067 to 85,925 GSF based upon an eligible enrollment of 586 students.

Background Information:

On February 15, 2024, Wicomico County Public Schools (WCPS) submitted a GAB variance request for additional GSF for the Fruitland Primary School replacement project, which received design funding from the FY 2025 Capital Improvement Program. Under COMAR 14.39.02.06.E, the IAC may adjust GAB square footage on a case-by-case basis. Each GAB variance analysis is specific to the school facility at issue as well as the specific factors identified as part of the IAC staff's review. This analysis and approval is not applicable to other projects.

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

- 2023 GAB updates focused on traditional grade bands and did not address the less than 4% of Elementary Schools which only serve 2nd grade and below.
- A PreKindergarten to 2nd grade school includes proportionally more classrooms and space needs for younger students, therefore increasing the square footage per student due to larger classrooms, storage space, and individual toilet rooms versus the typical PreKindergarten to 5th grade program.
 - Kindergarten and PreKindergarten classrooms are typically larger than standard Elementary School classrooms to accommodate curriculum requirements such as learning centers, imaginative play spaces, group instructional areas, and naptime cots (and associated storage).
 - Younger populations require additional toilet rooms, often with changing areas. This includes dedicated in-classroom restrooms, as well as core space restrooms.

Because of these considerations, IAC staff recommend approval of an additional 4,858 GSF for the project which results in an estimated increase of \$2,614,000 to the Maximum State Allocation (which has not yet been finalized) based upon the IAC's current funding factors.

IAC staff recommend approval of this request.



STATE OF MARYLAND - CAPITAL IMPROVEMENT PROGRAM / BUILT TO LEARN
COMPUTATION SUPPLEMENTAL WORKSHEET FOR ESTIMATING THE STATE ALLOCATION FOR FY 2025
 (Amounts rounded to the nearest 1,000)

PSC No.: 22.016		Wicomico				Priority #	2
Project Type: Replacement		Fruitland Primary				CIP or CIP/BTL	CIP
GROSS AREA BASELINE in GSF		Educ. Type	Eligible Enrollment	GSF per student	Total GSF	Request Type	Design Services
		PreK	160	x 132.41 =	21,185	Basis for Applied Funding Factors:	Estimate
		Elementary (K-5)	426	x 132.41 =	56,406	Date of First Construction Funding:	
		Middle		x 145.90 =		Bid Date (Actual Only):	
		High		x 165.00 =		LEA State Share	98%
		Special ED Elem	10	x 47.59 =	476	Concentration of Poverty Add-on	-
		Special ED Middle		x =		Maintenance Add-on	-
		Special ED High		x =		Net Zero Energy Add-on	-
					78,067	Project State Share	98%
		Existing Facility GSF	56,308	Adjusted Eligible GSF*	-	Enrollment Case # (if applicable)	
		Demolition of Existing GSF	56,308				
		Revised Existing Facility GSF	-				
		Eligible New GSF	78,067				
NEW GSF						Construction Cost	Cost State Share
A. Eligible New GSF		78,067	x 404.00			31,539,000	30,908,000
B. Cooperative-Use Space (GSF)		3,000	x 404.00			1,212,000	1,188,000
C. CTE Program-Based GSF Add-on			x 404.00				
D. Concentration of Poverty/EL Add-on			x 404.00				
E. GAB Variance (if applicable)		4,858	x 404.00			1,963,000	1,924,000
F. Facility Addition Subtotal (A+B+C+D+E)		85,925				34,714,000	34,020,000
G. Site Development (0.19*F)			x 19%			6,596,000	6,464,000
H. Facility Addition & Site Subtotal (F+G)						41,310,000	40,484,000
I. Design Cost (0.1*H)			x 10%			4,131,000	4,048,000
J. Furniture, Fixtures and Equipment (0.05*F)			x 5%			1,736,000	1,701,000
K. Total Costs for new space (H+I+J)						47,177,000	46,233,000
RENOVATED GSF						Construction Cost	Cost State Share
Age of Structure	Construction Year	GSF to be Renovated	Cost per GSF	Percentage to be Covered	Cost		
40 & older			x 404.00	x 100%	=		
31-39			x 404.00	x 85%	=		
26-30			x 404.00	x 75%	=		
21-25			x 404.00	x 65%	=		
16-20			x 404.00	x 50%	=		
0-15			x 404.00	x 0%	=		
L. Eligible Structure Renovation							
M. Cooperative-Use Space (GSF)			x 404.00				
N. CTE Program-Based GSF Add-on			x 404.00				
O. Concentration of Poverty/EL Add-on			x 404.00				
P. GAB Variance (if applicable)			x 404.00				
Q. Facility Reno Subtotal (L+M+N+O+P)							
R. Site Development (0.1*Q)				5%			
S. Facility Renovation & Site Subtotal (Q+R)							
T. Design Cost (0.1*S)				10%			
U. Furniture, Fixtures and Equipment (0.05*Q)				5%			
V. Total Cost for Renovated Space (S+T+U)							
TOTAL COST						47,177,000	46,233,000
Less Prior State Funds for Related Projects							
MAXIMUM STATE ALLOCATION							46,233,000
Less CIP allocations for the Project							(1,000,000)
BALANCE							45,233,000
Additional Notes: The "Net State Funding" on this worksheet is an estimate of the maximum State allocation for this project, but may be reduced based on the costs of the approved contract(s), ineligible items, and change orders.						Date Planning Approved:	
Project consists of 78,067 gsf replacement school on the same site and demolition of the entire existing 56,308 gsf facility, per Schematic Design document.						Date Revised:	06/13/24



Item 6. FY 2025 Capital Improvement Program Supplemental Information Report – Informational Only

Motion:

This item is informational only and does not require IAC action.

Background Information:

The IAC, with the assistance of the Maryland State Department of Education's (MSDE) Office of School Facilities, annually gathers information of interest to the State from the Local Education Agencies (LEAs) through a Supplemental Information Survey as a part of the Capital Improvement Program submission process.

For the last several years, LEAs have been surveyed in five categories of interest: air conditioning availability in classrooms, open space instructional areas, security vestibules, design and planning professionals on staff, and relocatable classroom data per LEA. These results help differentiate the needs among LEAs, and in the case of relocatable counts, determine one of the eligibility factors for the Enrollment Growth and Relocatable Classrooms (EGRC) program. A summary of the findings is included below. Where data are available and informative the results of the surveys over the past four to five years are included.

A. Air Conditioning Availability in Classrooms:

Due to the documented detrimental effects of high indoor temperatures on learning, air conditioning availability is surveyed. The *Maryland Public School Facilities Educational Sufficiency Standards* (COMAR 14.39.07), adopted by the IAC on May 31, 2018, sets a maximum temperature of 75 degrees Fahrenheit for classroom spaces. LEAs have been working diligently to address the lack of air-conditioned instructional spaces through systemic projects, limited renovation projects, major capital renovations, and replacement projects. The State has tracked progress for the last 18 years and provides capital support for these projects.

Findings

As of January 2024, 98.5% of the public schools in Maryland have the means to provide air conditioning in their classroom spaces. When this survey was first conducted in 2004, only 78% of schools were air-conditioned, indicating significant progress. Currently, 20 of the 24 LEAs report that all schools in their district have air conditioning in classrooms. Table A shows 438 classroom spaces not currently cooled by a central air system, package unit, or window air-conditioning unit in 20 schools across four LEAs.

Baltimore County, Dorchester County, Garrett County, and Baltimore City intend to address a significant portion of these facilities within the next three years such that, after this time,

there should be only 51 unconditioned classroom spaces remaining in six schools. In 2020, when staff began tracking the number of classrooms without air conditioning (as opposed to the number of schools), there were 1,289 unconditioned classrooms.

TABLE A: Remaining Maryland Public Schools Without Air Conditioning (as of January 2024)

School System	Total # Schools in LEA	Total Number of Classrooms Without AC					Total Number of Schools w/some Classrooms w/o AC	# of Classrooms w/o AC to be Addressed in 3 Years				In 3 years Total # of Classrooms w/o AC	In 3 years Total # of SCHOOLS w/some Classrooms w/o AC	Total % of Schools without AC not Addressed in 3 years
		ES or ES/MS	MS or MS/HS	High	Other	TOTAL		In Planning Phase	In Design Phase	In Construction	TOTAL			
Baltimore County	179	7	0	5	0	12	6	0	0	4	4	8	5	3%
Dorchester	13	22	0	0	0	22	2	0	10	0	10	12	1	8%
Garrett	12	11	0	39	0	50	2	0	45	0	45	5	1	8%
Baltimore City	151	140	65	149	0	354	10	0	180	148	328	26	4	3%
Total in MD	1419	180	65	193	0	438	20	0	235	152	387	51	11	5%

1.5% of Total # of Schools in Maryland

“Other” includes Alternative Education, Career & Technology Education, and Special Education schools.

B. Open Space Instructional Areas

For the past six years, the survey has tracked the number of public schools with open space instructional areas, which include classrooms with partial-height partitions dividing instructional areas. These spaces typically share the same mechanical supply and return systems and may have issues with acoustical separation and providing secure areas in an emergency lockdown.

Findings

There are 109 schools total throughout the state with open space instructional areas, led by Baltimore County, Frederick County, Washington County, Howard County, and Baltimore City. Baltimore County schools had a jump in the number of open space schools shown from last year due to the reclassification of several instructional areas not previously reported as open space. These are being addressed with upcoming systemic mechanical system upgrade projects.

Table B below provides the data collected by grade level (“ES” = Elementary School, “MS” = Middle School, “HS” = High School, and “Other” includes Career Technology Centers and Alternative and Special Education Schools). School systems are highlighted if their three-year plans do not address ten or more open space schools or where more than 25% of their open space schools are not addressed.

The school system with the highest percentage of open space classrooms within its school system is Worcester County with 43% of its schools (or six total) that they have no plans to address. Worcester County maintains lower class sizes than many other LEAs and reports that open space classrooms are less of an educational challenge than what other LEAs experience.

Frederick County has the highest number of schools in the state (13 total) that are not planned to be addressed within the next three years, which is 19% of their schools. Washington County has the second highest number of open space schools (12 total) that will not be addressed in the next three years.

TABLE B: Number of Open Space Classrooms & Schools (as of December 2023)

School System	Total # School Facilities per IAC	# Existing Schools with Open Space (OS) Classrooms					# OS Schools in 3-Year Plan	# OS Schools Not in 3-Yr Plan	% of Schools Remaining w/ OS
		ES or ES/MS	MS or MS/HS	HS	Other	TOTAL			
Allegany	26	8	0	0	0	8	0	8	31%
Anne Arundel	126	0	2	1	0	3	2	1	1%
Baltimore County	179	17	1	1	2	21	15	6	3%
Calvert	25	0	1	0	0	1	1	0	0%
Cecil	29	1	0	0	0	1	0	1	3%
Charles	41	2	2	2	0	6	2	4	10%
Dorchester	13	5	0	0	0	5	1	4	31%
Frederick	69	9	4	2	0	15	2	13	19%
Garrett	12	2	1	0	0	3	2	1	8%
Howard	55	10	0	0	0	10	0	10	18%
Montgomery	211	1	0	0	0	1	0	1	0.5%
Somerset	8	2	0	0	0	2	0	2	25%
Washington	44	7	4	1	0	12	0	12	27%
Wicomico	25	4	1	0	0	5	1	4	16%
Worcester	14	3	3	0	0	6	0	6	43%
Baltimore City	151	0	0	0	10	10	1	9	6%
Total In MD	1419	71	19	7	12	109	27	82	6%

Color Key:

= 10 or more schools with OS instructional areas

C. Number of Security Vestibules in Schools

There have been heightened concerns about providing security at school sites and ensuring everyone who enters the facility is identified and vetted. To help achieve that, all new schools are constructed with security vestibules at their entries and many older schools are being retrofitted to include them. The inner doors to a security vestibule can be opened during heavy traffic periods, such as student arrival, but then locked for the rest of the day to redirect visitors to the administration area to be screened and greeted by staff.

Older schools do not always have their administration areas located at the front of the building so retrofitting the school to include these might require considerable capital investment to relocate classrooms, offices, and support spaces. Where a security vestibule does not exist, LEAs develop means to hold visitors at the school's front doors or foyer until they can be directed into the school and to the administration area by staff. The School Safety Grant Program, created in 2018 and administered jointly by the IAC and the Maryland Center for School Safety, provides grants for this type of school security improvement.

As shown in Table C, there are 600 schools in Maryland without a security vestibule designed in association with an administration suite. There are plans to address 93 of those in the next three years with the highest number of projects occurring in Baltimore County. Seven school systems not shown have security vestibules in all their schools.

Table C: Number of Schools without Security Vestibules Per LEA (As of December 2023)

School System	Total # of Schools	Total # of Schools w/o a Security Vestibule	# of Schools plan to address in 3 yrs		% in 3 Yrs w/o Security Vestibule
			In Design	Total Remaining	
Allegany County	26	17	2	15	58%
Anne Arundel County	126	28	20	8	6%
Baltimore County	179	137	26	111	62%
Caroline County	10	10	0	10	100%
Carroll County	44	35	0	35	80%
Cecil County	29	5	3	2	7%
Dorchester County	13	8	7	1	8%
Frederick County	69	2	0	2	3%
Garrett County	12	1	0	1	8%
Harford County	55	40	3	37	67%
Howard County	78	36	4	32	41%
Montgomery County	211	1	1	0	0%
Prince George's County	200	164	11	153	77%
Queen Anne's County	14	2	2	0	0%
Somerset County	8	3	3	0	0%
Worcester County	14	12	0	12	86%
Baltimore City	151	99	6	93	62%
Total in Maryland:	1419	600	93	512	36%

Color Key:



= Over 50% of schools still not addressed in 3 years

D. Design and Planning Professionals on Staff

Since 2006, the survey has tracked the number of LEA Staff who are registered architects, licensed engineers, certified planners, and LEED-accredited professionals. Such information helps differentiate the needs and capabilities of each LEA. (LEED = Leadership in Energy and Environmental Design, is a widely used green building rating system, and accreditation denotes proficiency in sustainable design, construction and operations standards.)

Findings

There currently are 44 design and planning professionals on staff at LEAs, as shown in Table D.1 and Figure D.2. Baltimore, Montgomery, and Anne Arundel Counties employ the most professionals, while school systems in ten LEAs have no planning or design professionals on their staff.

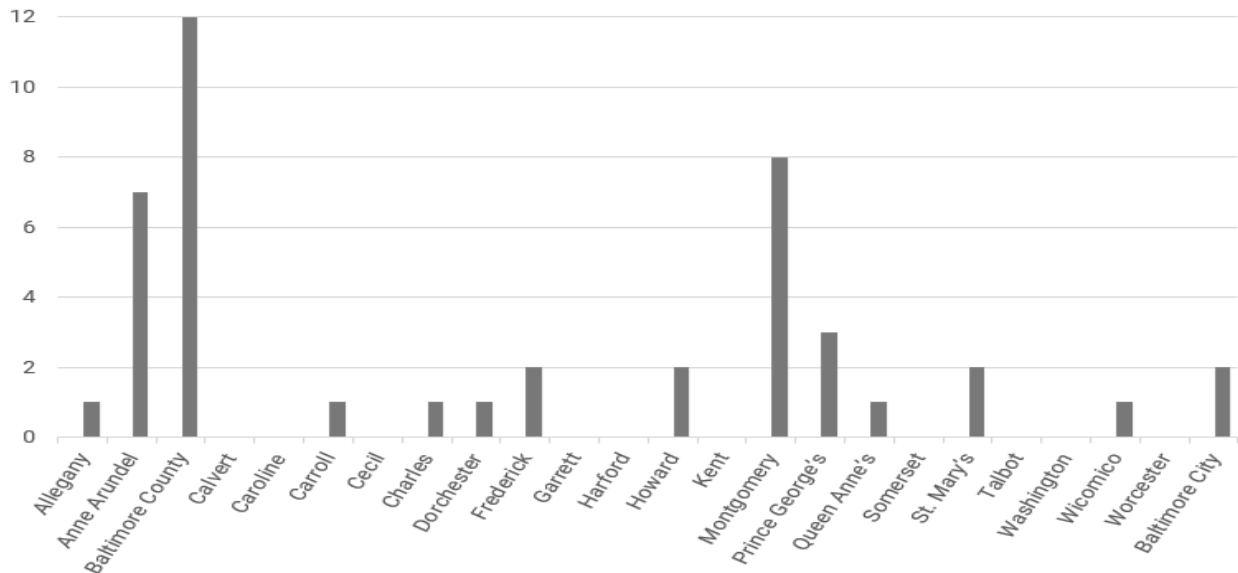
TABLE D.1: Design & Planning Professionals on LEA and State Staff in Maryland

School System	Registered Architect	Registered Engineer	Certified Planner	LEED Accredited	TOTAL (LEED Not included)
Allegany	0	1	0	0	1
Anne Arundel	4	3	0	2	7
Baltimore County	2	10	0	4	12
Calvert	0	0	0	0	0
Caroline	0	0	0	0	0
Carroll	0	1	0	1	1
Cecil	0	0	0	0	0
Charles	1	0	0	1	1
Dorchester	0	1	0	0	1
Frederick	0	0	2	0	2
Garrett	0	0	0	0	0
Harford	0	0	0	0	0
Howard	1	1	0	2	2
Kent	0	0	0	0	0
Montgomery	4	2	2	2	8
Prince George's	2	1	0	1	3
Queen Anne's	1	0	0	1	1
Somerset	0	0	0	0	0
St. Mary's	1	0	1	0	2
Talbot	0	0	0	0	0
Washington	0	0	0	0	0
Wicomico	1	0	0	1	1
Worcester	0	0	0	0	0
Baltimore City	1	1	0	0	2
Subtotal Local-Level	18	21	5	15	44
MD Dept of General Services	3	3	0	0	6
MD Department of Planning	0	0	1	0	1
IAC Staff	1	3	1	1	5
MSDE Office of School Facilities	6	0	0	2	6
Subtotal State-level	10	6	2	0	18
TOTAL Statewide	28	27	7	15	62

Color Key:

= No licensed professionals on staff

FIGURE D.2: Total Professional Facility Staff in SY 2023-2024



E. Relocatable Classrooms

Relocatable classrooms are instruction spaces contained within pre-manufactured units that are often installed on a school site to temporarily handle classrooms displaced by a construction project at the school or has been necessitated by a growth in student enrollment. LEAs will only build an addition or new school when there is sufficient and persistent enrollment demand to warrant the capital investment. The IAC monitors local and State relocatable usage, including the number of classrooms and estimated number of students in relocatables, the five-year average number of relocatables in use, and the age of the relocatables.

E.1 Findings – Number of Relocatable Classrooms

As shown in Table E.1a, there were 2,843 relocatable classrooms (including local- and State-owned units) in use for instruction in School Year (SY) 2023-24. This is a 159 decrease from last year.

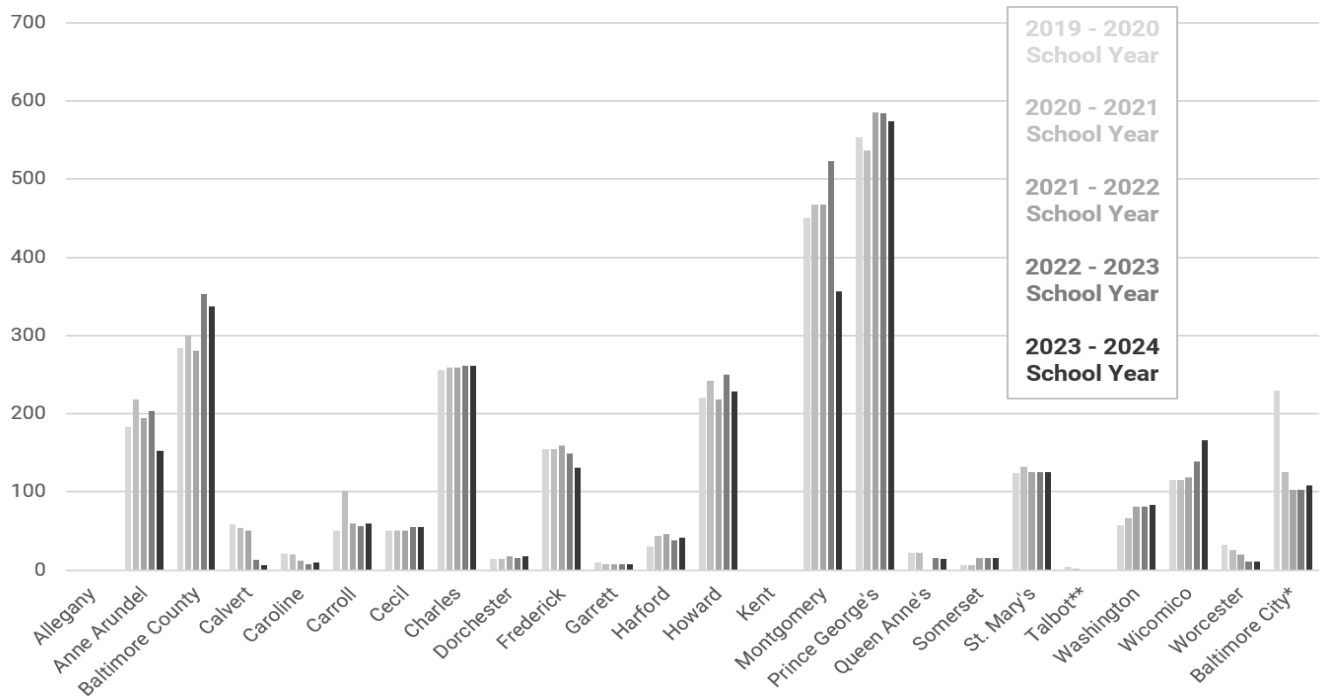
As can also be seen by Figure E.1b, Prince George’s and Montgomery Counties continue to use the most relocatable classrooms, with 343 and 5,510 respectively. Charles and Baltimore Counties also show significant use of relocatable classrooms. Baltimore City’s usage declined from four years ago as construction projects were completed. Note: Not included in the Baltimore City counts are the 19 locally-owned, steel-framed modular units on concrete slabs that contain classrooms as these were designed and built for more long-term use. Allegany, Kent, and Talbot Counties are also not shown as they have no relocatable classroom usage.

TABLE E.1a: Number of Relocatable Classrooms in Use for Instruction

SCHOOL SYSTEM	STATE-OWNED				LOCALLY-OWNED OR LEASED INSTRUCTIONAL ONLY			TOTAL STATE & LOCAL
	Vacant	Non-Instructional	Instructional	Subtotal	In-Use (NOT Temp)	Temporary Use During Construction	Subtotal	Instructional Only
Anne Arundel	0	0	0	0	139	13	152	152
Baltimore Co.	0	0	0	0	321	16	337	337
Calvert	0	6	0	6	6	0	6	6
Caroline	0	1	1	2	9	0	9	10
Carroll	0	0	0	0	52	8	60	60
Cecil	0	0	0	0	55	0	55	55
Charles	0	0	60	60	165	36	201	261
Dorchester	0	0	2	2	16	0	16	18
Frederick	0	2	2	4	129	0	129	131
Garrett	0	0	0	0	8	0	8	8
Harford	0	0	0	0	38	3	41	41
Howard	0	0	0	0	229	0	229	229
Montgomery	0	0	0	0	343	95	438	438
Prince George's	0	5	10	15	510	54	564	574
Queen Anne's	0	0	0	0	14	0	14	14
Somerset	0	0	0	0	8	8	16	16
St. Mary's	0	7	26	33	99	0	99	125
Washington	0	0	0	0	83	0	83	83
Wicomico	0	0	0	0	142	24	166	166
Worcester	0	0	0	0	11	0	11	11
Baltimore City*	0	0	0	0	98	10	108	108
TOTAL 2023	0	21	101	122	2,475	267	2,742	2,843

Color Key: = 250 or more Relocatable Classrooms

FIGURE E.1b: Number of Relocatable Classrooms over a five year period

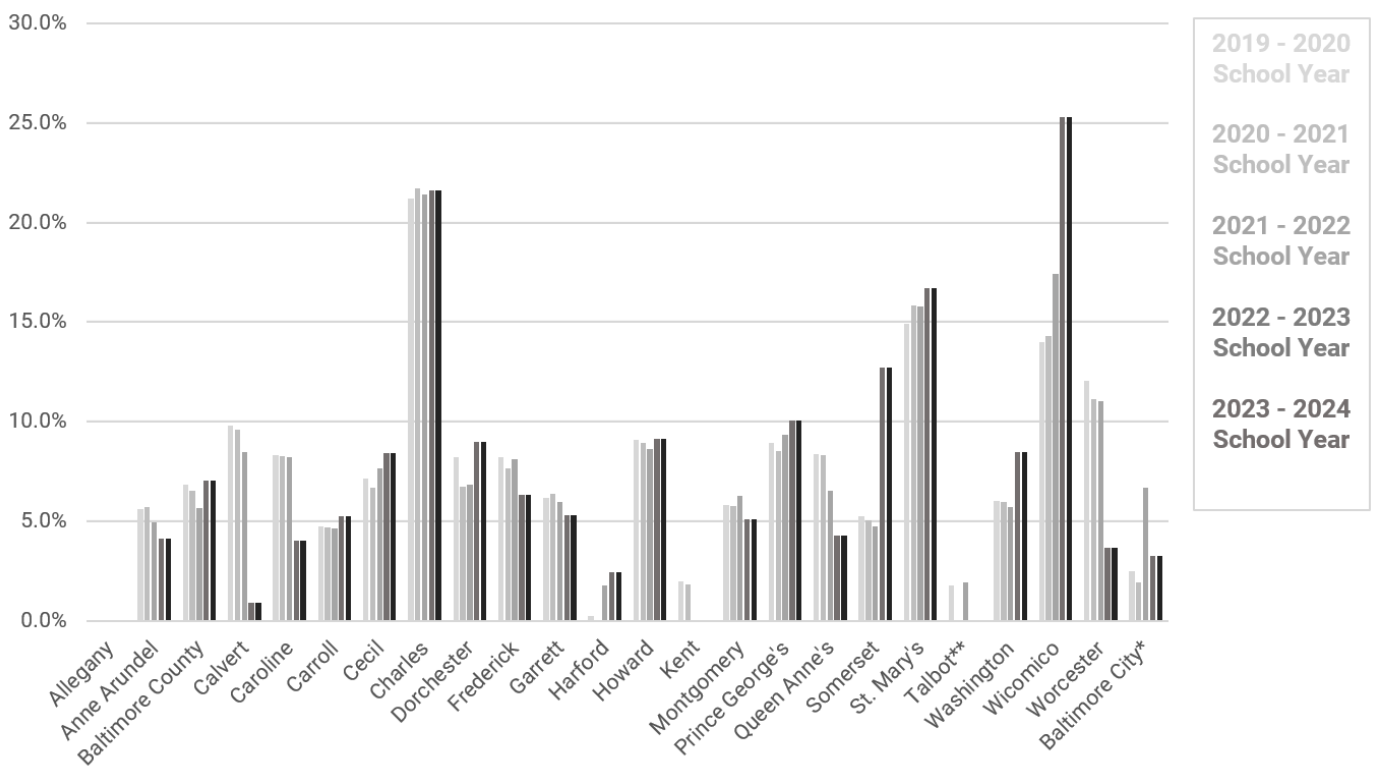


E.2 Findings – Number of Students Learning in Relocatable Classrooms

Public school enrollments have shown a slight increase overall, but vary greatly per LEA. Frederick County had a sizable increase from last year with a gain of 782 students, while Baltimore and Montgomery Counties decreased by 808 and 331 students, respectively. Public school enrollments still have not returned to pre-pandemic levels, with a decrease of 19,270 students since SY 2019-2020. However, the need for relocatables will continue given the steady increase in student enrollment in certain school districts and the need to provide swing space during construction projects.

It is roughly estimated that approximately 63,526 Maryland students are currently instructed within relocatable classrooms (assuming 23 students on average per classroom). Overall, the total percentage of students within relocatable classrooms has remained steady at around 7%. Charles and Wicomico Counties have the greatest percentages of students in relocatable classrooms compared to their overall student population (see Figure E.2).

FIGURE E.2 Percentage of Students in Relocatable Classrooms



E.3 Findings – Five-Year Average of Total Number of Relocatable Classrooms

The five-year average number of relocatable classrooms in use for instruction is part of the eligibility criteria for the Capital Grant Program for Local School Systems with Significant Enrollment Growth or Relocatable Classrooms (EGRC) funding. Current eligibility criteria for EGRC is set at a five-year average of 250 or more relocatable classrooms in use in the

prior school year. For this Fiscal Year 2025 CIP, Charles, Montgomery, Prince George’s, and Baltimore Counties were eligible for EGRC funds based on their usage of relocatable classrooms.

For next year's Fiscal Year 2026 CIP, Table E.3 shows that all four counties will still be the only jurisdictions eligible for EGRC funds.

TABLE E.3 Number of Relocatable Classrooms in Use for Instruction Over a 5-Year Period (2019-2023, as of November 2023)

SCHOOL SYSTEM	Number of Relocatable Classrooms by School Year					5-Year Average
	2019-20	2020-21	2021-22	2022-23	2023-24	
Allegany	1	0	0	0	0	0
Anne Arundel	186	183	194	203	152	184
Baltimore County	304	284	281	353	337	312
Calvert	68	59	51	13	6	39
Caroline	21	20	12	8	10	14
Carroll	51	51	60	56	60	56
Cecil	51	51	51	55	55	53
Charles	256	256	259	261	261	259
Dorchester	17	12	18	15	18	16
Frederick	153	153	159	149	131	149
Garrett	10	10	8	8	8	9
Harford	30	30	46	38	41	37
Howard	225	221	218	250	229	229
Kent	3	0	0	0	0	1
Montgomery	409	451	467	523	438	458
Prince George’s	499	543	585	584	574	557
Queen Anne’s	29	22	0	16	14	16
Somerset	6	6	15	8	16	10
St. Mary’s	121	98	125	125	125	119
Talbot	4	4	0	0	0	2
Washington	58	57	81	81	83	72
Wicomico	93	115	119	139	166	126
Worcester	35	33	20	11	11	22
Baltimore City	230	125	103	103	108	134
TOTAL	2,860	2,784	2,872	2,999	2,843	120

Color Key: =250 or more relocatable classroom in a 5-Year Average

E.4 Findings – Age of Relocatable Classrooms

Relocatable buildings (or portable units) are usually constructed of wood to make them lightweight and easier to transport and reinstall, but are less durable than more permanent buildings of masonry, steel, and concrete. Depending how well they are constructed and maintained, a relocatable can approach its useful life between 25-30 years. However, as can be seen in Table E.4, over 16%, or 352, of local- and State-owned relocatable

classrooms are in portable units over 30 years of age, including 50 in Charles County and 41 in Baltimore County.

The IAC has a fleet of relocatable buildings that are used by the jurisdiction, but their average age is 44 years, extending well beyond their expected useful life. The IAC has not purchased any new relocatable classrooms since 1990. LEAs may apply for funds to repair or demolish State-owned relocatable classrooms, which is not handled in the CIP.

TABLE E.4 Age of Relocatable Classrooms in Use* (as of November 2023)

School System	< 10 Yrs	10-19 Yrs	20-29 Yrs	30 or >30 Yrs	TOTAL	% Relocatables Classrooms 20+ yrs
Allegany	0	0	0	0	0	0%
Anne Arundel	30	109	29	0	168	17%
Baltimore County	94	40	17	41	192	30%
Calvert	0	0	2	4	6	100%
Caroline	4	5	0	0	9	0%
Carroll	0	6	38	16	60	90%
Cecil	0	13	19	23	55	76%
Charles	27	65	119	50	261	65%
Dorchester	0	6	0	10	16	63%
Frederick	46	27	26	32	131	44%
Garrett	8	0	0	0	8	0%
Harford	1	24	7	6	38	34%
Howard	75	90	59	5	229	28%
Kent	0	1	0	0	1	0%
Montgomery	0	0	0	6	6	100%
Prince George's	205	139	166	0	510	33%
Queen Anne's	3	0	0	11	14	0%
Somerset	2	6	0	0	8	0%
St. Mary's***	8	22	14	13	57	47%
Talbot	0	0	0	0	0	0%
Washington	20	42	7	14	83	25%
Wicomico	39	33	47	23	142	49%
Worcester	0	4	7	0	11	64%
Baltimore City**	0	81	7	0	88	8%
Subtotal of Locally-Owned Relocatables	562	713	564	254	2,093	39%
State-Owned****	0	0	1	99	100	100%
TOTAL	562	713	565	353	2,193	42%

Percentage of total: 25.6% 32.5% 25.8% 16.1%

Color Key : = more than 40 total over 30 years of age

- * Includes relocatables used temporarily during construction projects.
- ** Baltimore City - Data does not include 19 locally-owned, steel-framed modular units on concrete slabs, 27 of which are over 30 years old, and 3 that average around 20 years old.
- *** St. Mary's County - The age of 44 relocatables is unknown.

FY 2025 CIP Supplemental Information Survey Results

MSDE Office of School Facilities

June 13, 2024

PRESENTED BY

Jillian Storms, Executive Director



Annual Survey Results

Part of the Capital Improvement Plan (CIP) Submissions Process

Led by Interagency Commission on School Construction (IAC)

Assembled by MSDE Office of School Facilities

Background

- Information provided from the LEAs helps differentiate needs and capabilities
- Determines eligibility factor of Enrollment Growth or Relocatable Classrooms (EGRC) Supplemental Grant



Presentation Outline

Fiscal Year (FY) 2025 CIP Supplemental Survey Summary Results:

1. Air Conditioning
2. Open Space Instructional Areas
3. Security Vestibules
4. Design Professionals on Staff
5. Relocatable Classrooms



Air Conditioning Availability

- Air conditioning (AC) = Cooled by a central air system, package unit, or window AC unit
- 20 years ago, only 78% of Maryland schools had AC, now 98%
- 4 years ago, switched from surveying # of schools to surveying # of classrooms

Remaining Classrooms without Air Conditioning

School System	Total # Schools in LEA	Total Number of Classrooms Without AC					Total Number of Schools w/some Classrooms w/o AC	# of Classrooms w/o AC to be Addressed in 3 Years				In 3 years Total # of Classrooms w/o AC	In 3 years Total # of SCHOOLS w/some Classrooms w/o AC	Total % of Schools without AC not Addressed in 3 years
		ES or ES/MS	MS or MS/HS	High	Other	TOTAL		In Planning Phase	In Design Phase	In Construction	TOTAL			
Baltimore County	179	7	0	5	0	12	6	0	0	4	4	8	5	3%
Dorchester	13	22	0	0	0	22	2	0	10	0	10	12	1	8%
Garrett	12	11	0	39	0	50	2	0	45	0	45	5	1	8%
Baltimore City	151	140	65	149	0	354	10	0	180	148	328	26	4	3%
Total in MD	1419	180	65	193	0	438	20	0	235	152	387	51	11	5%

1.5% of Total # of Schools in Maryland

FINDINGS:

- 438 classrooms in 20 schools of 4 LEAs remain without AC
- Plans in place to address 387 classrooms so only 11 schools & 51 classrooms remaining




Open Space Instructional Areas

- Issues with lack of acoustical separation & areas of refuge during emergencies
- Includes areas with partial-height partitions that share common air supply vents

Number of Open Space Instructional Areas

School System	Total # School Facilities per IAC	# Existing Schools with Open Space (OS) Classrooms					# OS Schools in 3-Year Plan	# OS Schools Not in 3-Yr Plan	% of Schools Remaining w/ OS
		ES or ES/MS	MS or MS/HS	HS	Other	TOTAL			
Allegany	26	8	0	0	0	8	0	8	31%
Anne Arundel	126	0	2	1	0	3	2	1	1%
Baltimore County	179	17	1	1	2	21	15	6	3%
Calvert	25	0	1	0	0	1	1	0	0%
Cecil	29	1	0	0	0	1	0	1	3%
Charles	41	2	2	2	0	6	2	4	10%
Dorchester	13	5	0	0	0	5	1	4	31%
Frederick	69	9	4	2	0	15	2	13	19%
Garrett	12	2	1	0	0	3	2	1	8%
Howard	55	10	0	0	0	10	0	10	18%
Montgomery	211	1	0	0	0	1	0	1	0.5%
Somerset	8	2	0	0	0	2	0	2	25%
Washington	44	7	4	1	0	12	0	12	27%
Wicomico	25	4	1	0	0	5	1	4	16%
Worcester	14	3	3	0	0	6	0	6	43%
Baltimore City	151	0	0	0	10	10	1	9	6%
Total In MD	1419	71	19	7	12	109	27	82	6%

Color Key:

 = 10 or more schools with OS instructional areas

FINDINGS:

- 109 schools in 16 LEAs have Open Space Instructional Areas
- Greatest #s:
21 schools Baltimore Co.
15 schools Frederick Co.
12 schools Washington Co.
10 schools Howard Co.
10 schools Baltimore City



Security Vestibules

- Security Vestibule = Enclosed entry to screen & redirect visitors to Administration area
- School Safety Grant Program (created in 2018) provides funds for security improvements

Number of Schools without Security Vestibules Per LEA

School System	Total # of Schools	Total # of Schools w/o a Security Vestibule	# of Schools plan to address in 3 yrs		% in 3 Yrs w/o Security Vestibule
			In Design	Total Remaining	
Alleghany County	26	17	2	15	58%
Anne Arundel County	126	28	20	8	6%
Baltimore County	179	137	26	111	62%
Caroline County	10	10	0	10	100%
Carroll County	44	35	0	35	80%
Cecil County	29	5	3	2	7%
Dorchester County	13	8	7	1	8%
Frederick County	69	2	0	2	3%
Garrett County	12	1	0	1	8%
Harford County	55	40	3	37	67%
Howard County	78	36	4	32	41%
Montgomery County	211	1	1	0	0%
Prince George's County	200	164	11	153	77%
Queen Anne's County	14	2	2	0	0%
Somerset County	8	3	3	0	0%
Worcester County	14	12	0	12	86%
Baltimore City	151	99	6	93	62%
Total in Maryland:	1419	600	93	512	36%

Color Key: = Over 50% of schools still not addressed in 3 years

FINDINGS:

- All schools have a security procedure in place for visitors to prevent unauthorized entry
- 7 LEAs not shown have security vestibules at all their schools
- 600 schools in 17 LEAs do not
- Plans in place to address 93 schools in next 3 years



Design Professionals on Staff

- LEAs differ greatly on amount of expertise on staff to develop or evaluate school designs.
- Surveyed 4 categories – Registered Architects, Registered Engineers, Certified Planners, and LEED accredited (Leadership in Energy and Environmental Design)

Design Professionals on Staff - LEA & Staff

School System	Registered Architect	Registered Engineer	Certified Planner	LEED Accredited	TOTAL (LEED Not included)
Allegany	0	1	0	0	1
Anne Arundel	4	3	0	2	7
Baltimore County	2	10	0	4	12
Calvert	0	0	0	0	0
Caroline	0	0	0	0	0
Carroll	0	1	0	1	1
Cecil	0	0	0	0	0
Charles	1	0	0	1	1
Dorchester	0	1	0	0	1
Frederick	0	0	2	0	2
Garrett	0	0	0	0	0
Harford	0	0	0	0	0
Howard	1	1	0	2	2
Kent	0	0	0	0	0
Montgomery	4	2	2	2	8
Prince George's	2	1	0	1	3
Queen Anne's	1	0	0	1	1
Somerset	0	0	0	0	0
St. Mary's	1	0	1	0	2
Talbot	0	0	0	0	0
Washington	0	0	0	0	0
Wicomico	1	0	0	1	1
Worcester	0	0	0	0	0
Baltimore City	1	1	0	0	2
Subtotal Local-Level	18	21	5	15	44
MD Dept of General Services	3	3	0	0	6
MD Department of Planning	0	0	1	0	1
IAC Staff	1	3	1	1	5
MSDE Office of School Facilities	6	0	0	2	6
Subtotal State-level	10	6	2	0	18
TOTAL Statewide	28	27	7	15	62

Color Key: = No licensed professionals on staff

FINDINGS:

- 44 professionals on staff in LEAs with Baltimore, Montgomery, and Anne Arundel Counties employing the most
- 10 LEAs - no planning or design professionals on staff
- State Agencies – have 18 professionals to evaluate and assists LEAs



Type Results:

- Number of Relocatable Classrooms (State & Local Units)
- Usage over 5-Year Period
- % of Students over 5-Year Period
- 5-Year Average per LEA
- Age of Relocatables

Relocatable Classrooms

- Relocatable = Pre-manufactured unit installed on school site (Also called Portables)
- Means to handle enrollment growth before new school or addition can be built
- Classroom = 1 Instructional Space (sometimes several assembled portable units)
- Not count toward State Rated Capacity

Relocatable Classrooms Totals - State & Local Units

SCHOOL SYSTEM	STATE-OWNED				LOCALLY-OWNED OR LEASED INSTRUCTIONAL ONLY			TOTAL STATE & LOCAL
	Vacant	Non-Instructional	Instructional	Subtotal	In-Use (NOT Temp)	Temporary Use During Construction	Subtotal	Instructional Only
Anne Arundel	0	0	0	0	139	13	152	152
Baltimore Co.	0	0	0	0	321	16	337	337
Calvert	0	6	0	6	6	0	6	6
Caroline	0	1	1	2	9	0	9	10
Carroll	0	0	0	0	52	8	60	60
Cecil	0	0	0	0	55	0	55	55
Charles	0	0	60	60	165	36	201	261
Dorchester	0	0	2	2	16	0	16	18
Frederick	0	2	2	4	129	0	129	131
Garrett	0	0	0	0	8	0	8	8
Harford	0	0	0	0	38	3	41	41
Howard	0	0	0	0	229	0	229	229
Montgomery	0	0	0	0	343	95	438	438
Prince George's	0	5	10	15	510	54	564	574
Queen Anne's	0	0	0	0	14	0	14	14
Somerset	0	0	0	0	8	8	16	16
St. Mary's	0	7	26	33	99	0	99	125
Washington	0	0	0	0	83	0	83	83
Wicomico	0	0	0	0	142	24	166	166
Worcester	0	0	0	0	11	0	11	11
Baltimore City*	0	0	0	0	98	10	108	108
TOTAL 2023	0	21	101	122	2,475	267	2,742	2,843

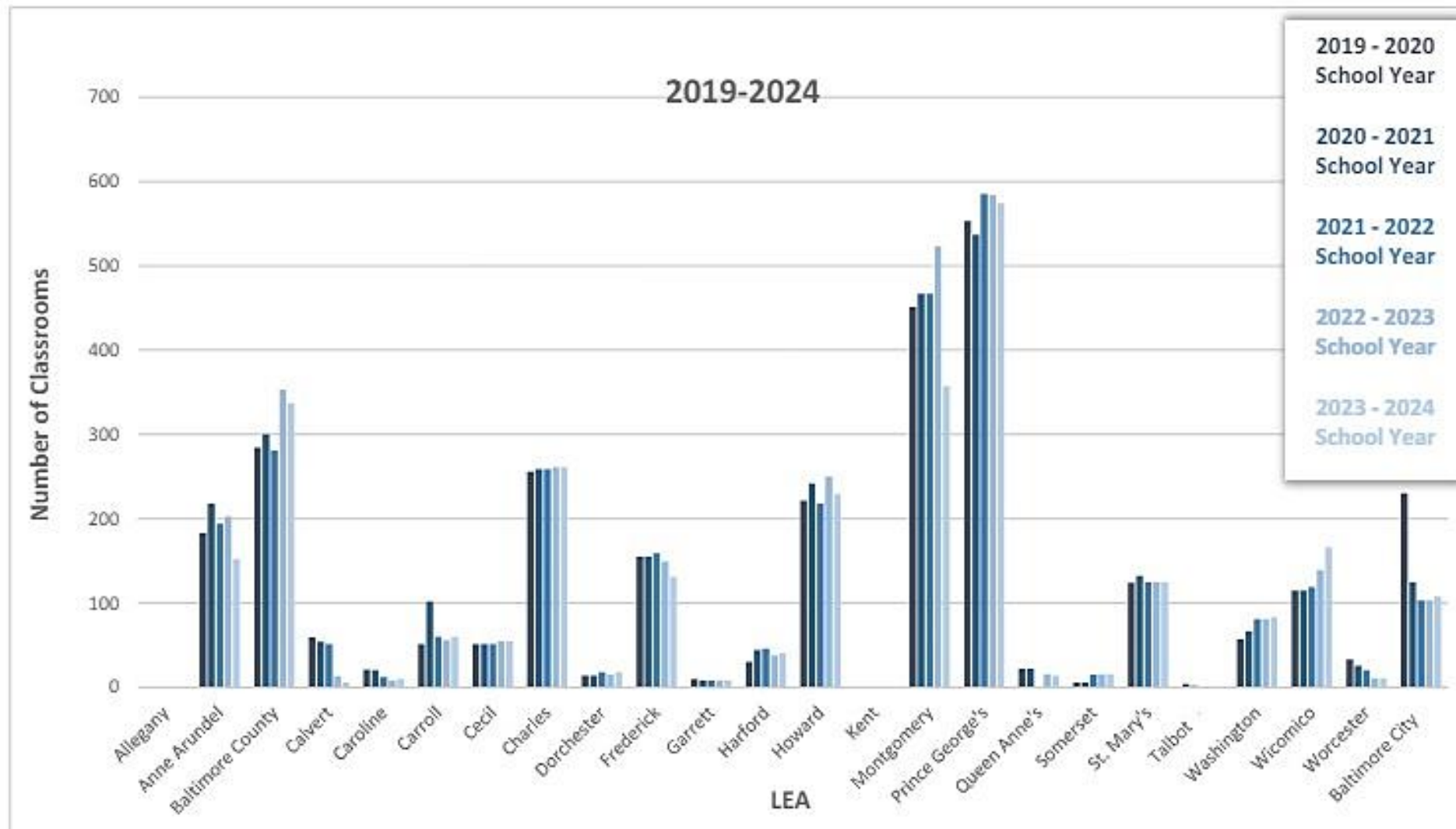
FINDINGS:

- 2,843 relocatable classrooms in use SY23-24 (156-classroom decrease from last school year).
- Most usage:
574 - Prince George's Co.
438 - Montgomery Co.
337 - Baltimore Co.
261 - Charles Co.
- Allegany, Kent, & Talbot= 0 usage so not shown

Color Key: = 250 or more Relocatable Classrooms

IAC Meeting 06/13/2024

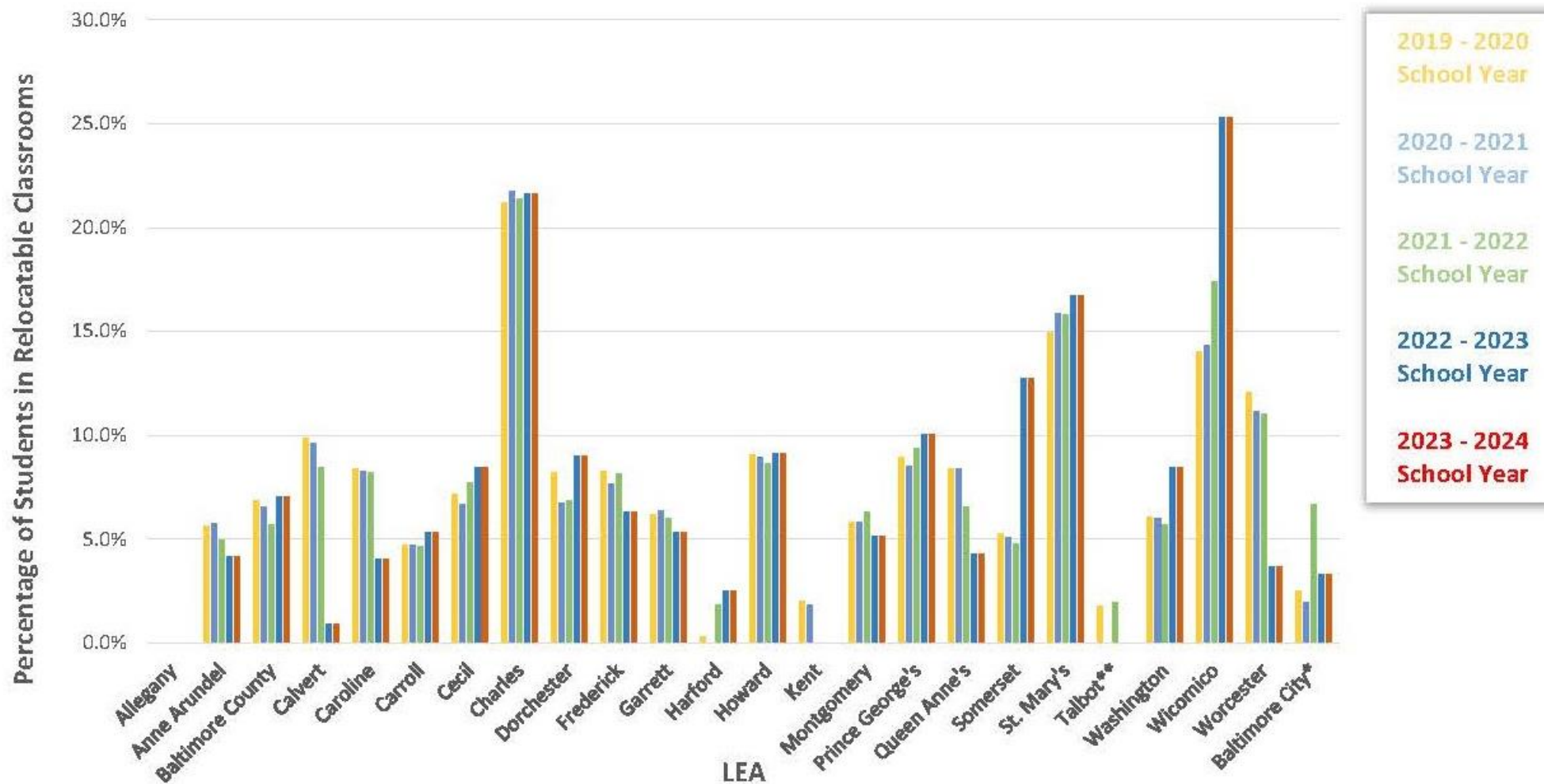
Relocatable Classroom Usage over 5-Year Period



FINDINGS:

- Most counties experience slight fluctuations in usage
- Prince George's Co. & Montgomery Co. consistently use a high number of Relocatable Classrooms

% of Students within an LEA in Relocatable Classrooms



FINDINGS:

- Charles Co. consistently has a high # of its students in Relocatable Classrooms
- Wicomico Co. % peak due to ESSER-related temporary construction projects.

5-Year Average of Relocatable Classrooms Totals

SCHOOL SYSTEM	Number of Relocatable Classrooms by School Year					5-Year Average
	2019-20	2020-21	2021-22	2022-23	2023-24	
Allegany	1	0	0	0	0	0
Anne Arundel	186	183	194	203	152	184
Baltimore County	304	284	281	353	337	312
Calvert	68	59	51	13	6	39
Caroline	21	20	12	8	10	14
Carroll	51	51	60	56	60	56
Cecil	51	51	51	55	55	53
Charles	256	256	259	261	261	259
Dorchester	17	12	18	15	18	16
Frederick	153	153	159	149	131	149
Garrett	10	10	8	8	8	9
Harford	30	30	46	38	41	37
Howard	225	221	218	250	229	229
Kent	3	0	0	0	0	1
Montgomery	409	451	467	523	438	458
Prince George's	499	543	585	584	574	557
Queen Anne's	29	22	0	16	14	16
Somerset	6	6	15	8	16	10
St. Mary's	121	98	125	125	125	119
Talbot	4	4	0	0	0	2
Washington	58	57	81	81	83	72
Wicomico	93	115	119	139	166	126
Worcester	35	33	20	11	11	22
Baltimore City	230	125	103	103	108	134
TOTAL	2,860	2,784	2,872	2,999	2,843	120

Color Key: =250 or more relocatable classroom in a 5-Year Average

FINDINGS:

- 250 or greater 5-year average of relocatable classrooms in use for instruction = Eligibility criteria for Enrollment Growth and Relocatable Classrooms (EGRC) Supplemental Grant to enhance CIP funding
- Baltimore, Charles, Montgomery, and Prince George's were the only counties eligible for EGRC funds in FY 2025, which will continue in the FY 2026 CIP.

Age of Relocatable Classrooms

School System	< 10 Yrs	10-19 Yrs	20-29 Yrs	30 or >30 Yrs	TOTAL	% Relocatables Classrooms 20+ yrs
Allegany	0	0	0	0	0	0%
Anne Arundel	30	109	29	0	168	17%
Baltimore County	94	40	17	41	192	30%
Calvert	0	0	2	4	6	100%
Caroline	4	5	0	0	9	0%
Carroll	0	6	38	16	60	90%
Cecil	0	13	19	23	55	76%
Charles	27	65	119	50	261	65%
Dorchester	0	6	0	10	16	63%
Frederick	46	27	26	32	131	44%
Garrett	8	0	0	0	8	0%
Harford	1	24	7	6	38	34%
Howard	75	90	59	5	229	28%
Kent	0	1	0	0	1	0%
Montgomery	0	0	0	6	6	100%
Prince George's	205	139	166	0	510	33%
Queen Anne's	3	0	0	11	14	0%
Somerset	2	6	0	0	8	0%
St. Mary's***	8	22	14	13	57	47%
Talbot	0	0	0	0	0	0%
Washington	20	42	7	14	83	25%
Wicomico	39	33	47	23	142	49%
Worcester	0	4	7	0	11	64%
Baltimore City**	0	81	7	0	88	8%
Subtotal of Locally- Owned Relocatables	562	713	564	254	2,093	39%
State-Owned****	0	0	1	99	100	100%
TOTAL	562	713	565	353	2,193	42%

Percentage of total: 25.6% 32.5% 25.8% 16.1%

Color Key : = more than 40 total over 30 years of age

IAC Meeting 06/13/2024

FINDINGS:

- 16% of Relocatable Classrooms are in portables over 30 years old.
- Charles (261) & Baltimore (192) Counties each have over 40 classrooms in aged relocatables.
- Average age of the State-owned inventory is 44 years. (IAC not purchase relocatable since 1990)

QUESTIONS?



Contact Information

If you have further questions or comments about the data presented here, please contact:

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Item 7. Built to Learn Funding Request – Montgomery County Public Schools – JoAnn Leleck Elementary School at Broad Acres (PSC 15.035) Replacement

Motion:

To approve Montgomery County Public Schools' (MCPS) request for Built to Learn (BTL) construction funding for the JoAnn Leleck Elementary School at Broad Acres (PSC 15.035) Replacement project totaling \$8,048,000.

Background Information:

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

MCPS is eligible for up to 150% of the Gross Area Baseline for BTL projects in accordance with the Built to Learn Act. This project request is for a replacement school of 124,976 gross square feet (GSF), of which 22,552 GSF is eligible for State funding based upon 66 eligible students. The recommended eligible project scope and a State cost share of 65%, including Concentration of Poverty and Maintenance add-ons, results in a Maximum State Allocation for the project of \$8,048,000.

IAC staff recommend approval of the LEA's request.



STATE OF MARYLAND - CAPITAL IMPROVEMENT PROGRAM / BUILT TO LEARN
COMPUTATION SUPPLEMENTAL WORKSHEET FOR ESTIMATING THE STATE ALLOCATION FOR FY 2025
 (Amounts rounded to the nearest 1,000)

LEA Entry
 IAC Entry

PSC No.:	15.035	Montgomery		Priority #	3
Project Type:	Replacement	JoAnn Leleck Elementary School at Broad Acres		CIP or CIP/BTL	BTL

GROSS AREA BASELINE in GSF					
Educ. Type	Eligible Enrollment		GSF per student	=	Total GSF
PreK-3		x	153.00	=	
PreK-4	0	x	153.00	=	
Elementary (K-5)	66	x	153.00	=	10,098
Middle		x		=	
High		x		=	
Special ED Elem	10	x	27.00	=	270
Special ED Middle		x		=	
Special ED High		x		=	
					10,368
Existing Facility GSF	78,275		Adjusted Eligible GSF*		15,552
Demolition of Existing GSF	78,275				
Revised Existing Facility GSF	-				
Eligible New GSF	15,552				

Request Type	Construction Funding
Basis for Applied Funding Factors:	Estimate
Date of First Construction Funding:	6/1/2024
Bid Date (Actual Only):	
LEA State Share	50%
Concentration of Poverty Add-on	10%
Maintenance Add-on	5%
Net Zero Energy Add-on	-
Project State Share	65%

NEW GSF				Construction Cost	Cost State Share
A. Eligible New GSF	15,552	x	404.00	6,283,000	4,084,000
B. Cooperative-Use Space (GSF)	3,000	x	404.00	1,212,000	788,000
C. CTE Program-Based GSF Add-on	0	x	404.00		
D. Concentration of Poverty/EL Add-on	4,000	x	404.00	1,616,000	1,050,000
E. GAB Variance (if applicable)		x	404.00		
F. Facility Addition Subtotal (A+B+C+D+E)	22,552			9,111,000	5,922,000
G. Site Development (0.19*F)		x	19%	1,731,000	1,125,000
H. Facility Addition & Site Subtotal (F+G)				10,842,000	7,047,000
I. Design Cost (0.1*H)		x	10%	1,084,000	705,000
J. Furniture, Fixtures and Equipment (0.05*F)		x	5%	456,000	296,000
K. Total Costs for new space (H+I+J)				12,382,000	8,048,000

RENOVATED GSF							Construction Cost	Cost State Share
Age of Structure	Construction Year	GSF to be Renovated	Cost per GSF	Percentage to be Covered		Cost		
40 & older			404.00	100%	=			
31-39			404.00	85%	=			
26-30		0	404.00	75%	=			
21-25		0	404.00	65%	=			
16-20		0	404.00	50%	=			
0-15		0	404.00	0%	=			
L. Eligible Structure Renovation		0					0	
M. Cooperative-Use Space (GSF)			404.00					
N. CTE Program-Based GSF Add-on		0	404.00					
O. Concentration of Poverty/EL Add-on		0	404.00					
P. GAB Variance (if applicable)			404.00					
Q. Facility Reno Subtotal (L+M+N+O+P)								
R. Site Development (0.1*Q)				5%				
S. Facility Renovation & Site Subtotal (Q+R)								
T. Design Cost (0.1*S)				10%				
U. Furniture, Fixtures and Equipment (0.05*Q)				5%				
V. Total Cost for Renovated Space (S+T+U)								

TOTAL COST	12,382,000	8,048,000
<i>Less Prior State Funds for Related Projects</i>		
MAXIMUM STATE ALLOCATION		8,048,000
<i>Less BTL allocation for the Project</i>		(8,048,000)
BALANCE		

Additional Notes: The "Net State Funding" on this worksheet is an estimate of the maximum State allocation for this project, but may be reduced based on the costs of the approved contract(s), ineligible items, and change orders.

Project consists of replacement of 124,976 gsf and demolition of the 78,275 gsf facility, per Design Documents submission. Existing Facility is 88,922 gsf.

Date Planning Approved: _____
 Date Revised: 06/06/24

Item 8. Built to Learn Funding Request and FY 2025 CIP Maximum State Allocation Revision – Montgomery County Public Schools – Crown High School (PSC 15.284) New Construction

Motion:

To approve Montgomery County Public Schools' (MCPS) request for Built to Learn (BTL) construction funding for the new Crown High School (PSC 15.284) totaling \$42,008,500 and to amend the FY 2025 Capital Improvement Program to reflect a Maximum State Allocation of \$98,281,000.

Background Information:


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

In accordance with the Built to Learn Act, MCPS is eligible for the lesser of either the actual constructed square footage or up to 150% of the Gross Area Baseline. MCPS is requesting BTL funding for the 358,009 GSF new Crown High School to accommodate the 2,219 eligible students. Based on MCPS's requested scope and the State cost share of 50%, the Maximum State Allocation for the project is \$98,281,000. In May of 2024 when the IAC approved the 100% CIP and set the Maximum State Allocation for this project, the exact proportion of BTL and CIP funds for the project was unknown. Because MCPS is eligible for up to 150% of the Gross Area Baseline for the portion of the project funded under BTL, but not for the portion of the project funded under the CIP, the Maximum State Allocation for the project approved in the FY 2024 CIP is no longer accurate. IAC staff recommend increasing the Maximum State Allocation to appropriately account for the blend of funds.

The IAC has approved \$27,680,971 in funding through the CIP. Combined with this proposed BTL allocation, a State funding balance will remain of \$28,591,529, which is expected to be funded through future CIP requests.

IAC staff recommend approval of the LEA's request.

STATE OF MARYLAND - CAPITAL IMPROVEMENT PROGRAM / BUILT TO LEARN
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 (Amounts rounded to the nearest 1,000)

PSC No.: 15.284		Montgomery				Priority #	4
Project Type: New		Crown High				CIP or CIP/BTL	BTL/CIP
GROSS AREA BASELINE in GSF		Educ. Type	Eligible Enrollment	GSF per student	Total GSF	Request Type	Planning, Design, Funding
		PreK-3	x	115.00	=	Basis for Applied Funding Factors:	Estimate
		PreK-4	x	115.00	=	Date of First Construction Funding:	12/1/2023
		Elementary (K-5)	x	115.00	=	Bid Date (Actual Only):	
		Middle	x	128.00	=	LEA State Share	50%
		High	2,219 x	143.61	=	Concentration of Poverty Add-on	-
		Special ED Elem	x		=	Maintenance Add-on	-
		Special ED Middle	x		=	Net Zero Energy Add-on	-
		Special ED High	80 x	56.39	=	Project State Share	50%
				323,179		Enrollment Case # (if applicable)	0
		Existing Facility GSF	-	Adjusted Eligible GSF*	398,047		
		Demolition of Existing GSF	-				
		Revised Existing Facility GSF	-				
		Eligible New GSF	398,047				
NEW GSF						Construction Cost	Cost State Share
	A. Eligible New GSF	358,009	x	404.00		144,636,000	72,318,000
	B. Cooperative-Use Space (GSF)		x	404.00			
	C. CTE Program-Based GSF Add-on		x	404.00			
	D. Concentration of Poverty/EL Add-on	0	x	404.00			
	E. GAB Variance (if applicable)		x	404.00			
	F. Facility Addition Subtotal (A+B+C+D+E)	358,009				144,636,000	72,318,000
	G. Site Development (0.19*F)		x	19%		27,481,000	13,741,000
	H. Facility Addition & Site Subtotal (F+G)					172,117,000	86,059,000
	I. Design Cost (0.1*H)		x	10%		17,212,000	8,606,000
	J. Furniture, Fixtures and Equipment (0.05*F)		x	5%		7,232,000	3,616,000
	K. Total Costs for new space (H+I+J)					196,561,000	98,281,000
RENOVATED GSF						Construction Cost	Cost State Share
	Age of Structure	Construction Year	GSF to be Renovated	Cost per GSF	Percentage to be Covered	Cost	
	40 & older		x	404.00	x 100%	=	
	31-39		x	404.00	x 85%	=	
	26-30		0	404.00	x 75%	=	
	21-25		0	404.00	x 65%	=	
	16-20		0	404.00	x 50%	=	
	0-15		0	404.00	x 0%	=	
	L. Eligible Structure Renovation					0	
	M. Cooperative-Use Space (GSF)		x	404.00			
	N. CTE Program-Based GSF Add-on	0	x	404.00			
	O. Concentration of Poverty/EL Add-on	0	x	404.00			
	P. GAB Variance (if applicable)		x	404.00			
	Q. Facility Reno Subtotal (L+M+N+O+P)						
	R. Site Development (0.1*Q)			5%			
	S. Facility Renovation & Site Subtotal (Q+R)						
	T. Design Cost (0.1*S)			10%			
	U. Furniture, Fixtures and Equipment (0.05*Q)			5%			
	V. Total Cost for Renovated Space (S+T+U)						
TOTAL COST						196,561,000	98,281,000
Less Prior State Funds for Related Projects							
MAXIMUM STATE ALLOCATION							98,281,000
Less CIP allocations for the Project		Date Design Services Funding Approved:	12/1/2023	Fiscal Year:	2025		(2,467,750)
Less CIP allocations for the Project		Date Design Services Funding Approved:	5/1/2024	Fiscal Year:	2025		(6,138,250)
Less CIP allocations for the Project		Date Construction Funding Approved:	12/1/2023	Fiscal Year:	2025		(12,677,004)
Less CIP allocations for the Project		Date Construction Funding Approved:	5/1/2024	Fiscal Year:	2025		(6,397,967)
Less CIP allocations for the Project		Date BTL funding recommended:	6/13/2024	Fiscal Year:	2025		(42,008,500)
BALANCE							28,591,529
Additional Notes: The "Net State Funding" on this worksheet is an estimate of the maximum State allocation for this project, but may be reduced based on the costs of the approved contract(s), ineligible items, and change orders.						Date Planning Approved:	05/01/24
						Date Revised:	06/06/24
Project consists of 358,009 sf new construction per Design and Construction Documents.							

Item 9. Nonpublic Aging Schools Program & Nonpublic School Safety Grants Procedure Revisions and Exception Approvals

Motion:

1. To allow the Executive Director of the Maryland State Department of Education (MSDE) Office of School Facilities (OSF) to review exceptions to the Nonpublic Aging Schools Program (NASP) FY 2023, 2022, 2021, and 2020 and Nonpublic School Safety Grants (NPSI) FY 2021 procedures requirement that grant recipients may submit only one invoice for reimbursement only for projects that have received reimbursement prior to the date of this action;
2. To allow the Executive Director of the MSDE OSF to grant extensions to the deadline for grant recipients to submit the Request for Reimbursement form to the MSDE OSF for the FY 2020, 2021, and 2022 NASP cycles and for the FY 2021 NPSI cycle to no later than July 31, 2024; and
3. To revise all annual NASP and NPSI procedures to omit the requirement that scope changes be submitted to the MSDE OSF prior to contract approval and to instead require that, in the event of scope changes to awarded projects for these cycles, grant recipients should provide to the MSDE OSF staff a written request that includes the reason for the change(s) at the time of or prior to the reimbursement request. New project scopes must still be among the scopes eligible for the program.

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 Nonpublic School Safety Grant (previously referred to as the Nonpublic Safety Improvements Program) is a similar program, but has not been authorized since FY 2021. The IAC is authorized to execute the budget for the programs, and approves procedures and allocations recommended by the MSDE OSF each year. This is an advantageous collaboration, as the eligibility requirements for the programs include the requirement that the nonpublic schools be eligible for the Aid to Nonpublic Schools Program administered by MSDE. MSDE is able to leverage the same application process and their existing relationships with nonpublic schools, which IAC does not have, in order to administer the program. After IAC approval of projects, the IAC's adopted NASP and NPSI procedures provide for MSDE staff to review and approve invoices in accordance with the established procedures, and then IAC staff process the authorized payments.

Due to changes in staffing at OSF, the IAC's Finance Division, and many of our nonpublic school partners, in addition to potentially unclear communication of expectations, IAC staff recommend that the IAC allow the Executive Director of the MSDE OSF to approve exceptions to the following provisions of the NASP procedures for the FY 2023, 2022, 2021, and 2020 cycles and of the NPSI procedures for FY 2021:

- The requirement that grant recipients may only submit one invoice for reimbursement, even if all allocated funds have not been used, only for projects that have received reimbursement prior to the date of this action; future submissions must be combined into a single reimbursement request; and
- The deadline for grant recipients to submit the Request for Reimbursement form to MSDE, and to allow MSDE to grant extensions for NASP for the FY 2020, 2021, and 2022 cycles and for NPSI for the FY 2021 cycle to no later than July 31, 2024. The deadline for the FY 2023 NASP cycle will remain March 31, 2025.

For FY 2024 and forward, IAC and OSF staff will resume administering the program according to the IAC's adopted procedures.

Additionally, the requirement that grant recipients contact MSDE regarding scope changes prior to signing a contract for work is problematic, due to the fact that much of the work completed through the program is done via small purchases without executed contracts. IAC staff recommend revising the requirement for all cycles to require that, in the event of scope changes to awarded projects for these cycles, grant recipients should provide to OSF staff a written request that includes the reason for the change(s) at the time of or prior to the reimbursement request. New project scopes must still be among the scopes eligible for the program.

IAC staff recommend approval.

Item 10. FY 2025 Amendments to the Aging Schools Program Administrative Procedures Guide

Motion:

To amend the Administrative Procedures Guide (APG) for the Aging Schools Program (ASP) to reflect changes to the levels of design review required for certain project types as presented.

Background Information:

In consultation with the IAC's partner agencies, specifically the Maryland State Department of Education (MSDE) Office of School Facilities and the Department of General Services, IAC staff have drafted edits to the ASP APG in the Design Review section of the document to clarify the level of design review that is required by the IAC's partner agencies, including both MSDE and the Department of General Services.

See the presented document for changes to the ASP APG. Additions are highlighted in yellow and bolded, 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).	

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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.
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.

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 or local share of a 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;

Projects placed under contract before approval by the IAC are not eligible.

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 a single payment 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. 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 MSDE or DGS if the project is less than \$1 million, pursuant to Education Article, §2-303(f) .
1	Construction documents required for review by IAC and Partner Agencies . DGS
2	Design development documents/ and construction documents required for DGS IAC or Partner Agency review.
3	Abbreviated educational specifications, schematic drawings , and/or schematic design documents required for review by MSDE. Design Development documents, and Construction documents required for review by IAC and Partner DGS and MSDE Agencies .

Project Scope

Review Level

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) • 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 	2

<ul style="list-style-type: none"> ● 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

ADA accessibility (interior/exterior)	2
Asbestos and/or lead paint removal/abatement	3
Bleacher repair and/or replacement	3
Building renovations (interior/exterior)	1
Carpeting with a 15-year warranty (installation/replacement with VCT)	3
Ceilings (replacement)	3
Communication systems (telephone and/or public address)	3
Career Technology Education program facilities	0
Doors and/or windows (interior/exterior)	2
Electrical systems	2
Elevators	2
Energy conservation projects	2
Fire protection systems and/or components (alarms and/or sprinklers)	2
Flooring materials (repair, replace, and/or refinish)	3
Folding partitions (installation/replacement)	3
Heating, ventilating, air conditioning systems and/or components	2
Kindergarten/PreKindergarten facilities	0
Lighting systems and/or components	2
Masonry work and/or components	2
Playground equipment	3
Plumbing, water, and/or sewer lines and fixtures	2
Renovation projects (related to educational programs/services)	0
Roofing systems and/or components	2
Science facilities (middle or high school)	0
Security improvements	3
School Library facilities	0
Site redevelopment	2
Underground fuel tanks (remove and/or replace)	3
Wiring schools for technology (voice, video, & data)	2

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 2025 Aging Schools Program State and Federal Funds

4/11/2024	IAC Approval of the <i>Aging Schools Program (ASP) Administrative Procedures Guide & Release of Schedule and Application Instructions.</i>
4/15/2024 - 4/11/2025	Application submission period.
6/1/2024	State funds available.
12/1/2025	Deadline by which project must be under contract.
6/1/2026	Last day to submit requests for reimbursement.

Item 11. FY 2025 Amendments to Healthy Schools Facility Fund Administrative Procedures Guide

Motion:

To amend the Administrative Procedures Guide (APG) for the Healthy Schools Facility Fund (HSFF) to reflect changes to the levels of design review required for certain project types as presented.

Background Information:

In consultation with the IAC's partner agencies, specifically the Maryland State Department of Education (MSDE) Office of School Facilities and the Department of General Services, IAC staff have drafted edits to the HSFF APG in the Design Review section of the document to clarify the level of design review that is required by the IAC's partner agencies, including both MSDE and the Department of General Services.

See the presented document for changes to the ASP APG. Additions are highlighted in yellow and bolded, 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.	

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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. A project allocation remaining after final reimbursement of an approved project will revert to the Fund for redistribution to other eligible statewide projects.
- 4.1.5. The concentration of poverty and maintenance add-on percentages are applied to eligible projects.

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.

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 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 are generally subject to design development and/or construction document review as required for similar projects in the CIP.

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).** MSDE or DGS

1 – Construction documents required for IAC and Partner Agency ~~DGS~~ review.

2 – Design development documents **and** ~~construction~~ documents required for DGS review.

3 – Abbreviated educational specifications, schematic drawings, ~~Design~~ **Design** ~~Development~~ documents **and** ~~Construction~~ **Construction** documents required for **IAC and Partner Agency** 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:

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.

- 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 sealed bids 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. 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. 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. IAC Contract approval;
- 10.2.6. Competitive procurement requirements;
- 10.2.7. Minority Business Enterprise requirements;
- 10.2.8. 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.
- 10.2.9. 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. At the time of contract award, the LEA may request the IAC to approve realignment of the HSFF funds among their approved projects. Realignment may occur between various fiscal years of

approved projects so long as the program year expenditure and reimbursement deadlines can be met.

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 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 2025 Healthy School Facility Fund (Schedule A)

4/11/2024	IAC Approval of the <i>Healthy School Facility Fund (HSFF) Administrative Procedures Guide & Release of Schedule and Application Instructions</i>
4/11/2024 - 5/13/2024	Application Submission Period
5/14/2024 - 6/14/2024	IAC Staff Review Period
7/11/2024	IAC Approval of Projects and Allocations
6/1/2026	All project funds to be encumbered
10/2/2026	Deadline for Funds to be substantially expended
5/2/2027	Last day to submit requests for reimbursement

Baltimore City Public School System's Schedule for Application and Approval of Project Funding

Baltimore City FY 2025 Healthy School Facility Fund (Schedule B)

4/11/2024 IAC Approval of the *Healthy School Facility Fund (HSFF) Administrative Procedures Guide & Release of Schedule and Application Instructions*

4/11/2024 Application Submission period opens

9/16/2024 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 12. Adoption of Final 14.39.02 COMAR Revisions

Motion:

To adopt the final COMAR Revisions as published in the March 22, 2024 Maryland Register (Volume 51, Issue 6, Page 261-320).

Background Information:

The IAC approved the proposed COMAR 14.39.02 revisions for publication at the meeting on October 12, 2023.

After publication of the March 22, 2024 Maryland Register, the COMAR revisions were open to public comment for 30 days, ending on April 22, 2024. The IAC received no public comments regarding these revisions.

IAC staff recommend the final adoption of the proposed actions on regulations as published in the March 22, 2024 Maryland Register.

Title 14 INDEPENDENT AGENCIES

Subtitle 39 INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION

14.39.02 Administration of the Public School Construction Program

Authority: Education Article, §§4-126, 5-112, and 5-303; State Finance and Procurement Article, §5-7B-07; Annotated Code of Maryland

Notice of Proposed Action

[23-251-P-I]

The Interagency Commission on School Construction proposes to adopt new Regulation .01, recodify existing Regulations .01—.03, .05, and .07—.31 to be Regulations .02—.04, .06, and .08—.32, respectively, and amend and recodify existing Regulations .04 and .06 to be Regulations .05 and .07, respectively, under **COMAR 14.39.02 Administration of the Public School Construction Program**. This action was considered by the Interagency Commission on School Construction at an open meeting held on October 12, 2023, notice of which was given by publication on the General Assembly website pursuant to the General Provisions Article, §3-302(c), Annotated Code of Maryland.

Statement of Purpose

The purpose of this action is to incorporate by reference the adopted Gross Area Baselines and amend State Rated Capacity calculation requirements for certain physical education and gymnasium spaces.

Estimate of Economic Impact

The proposed action has no economic impact.

Economic Impact on Small Businesses

The proposed action has minimal or no economic impact on small businesses.

Impact on Individuals with Disabilities

The proposed action has no impact on individuals with disabilities.

Opportunity for Public Comment

Comments may be sent to Victoria Howard, Policy Analyst, Interagency Commission on School Construction, 200 W. Baltimore St., 2nd Floor, Baltimore, MD 21201, or call 410-767-0600, or email to victoria.howard@maryland.gov. Comments will be accepted through April 22, 2024. A public hearing has not been scheduled.

Open Meeting

Final action on the proposal will be considered by Interagency Commission on School Construction during a public meeting to be held on May 9, 2024, at 9 a.m., at https://iac.mdschoolconstruction.org/?page_id=315.

Editor's Note on Incorporation by Reference

Pursuant to State Government Article, §7-207, Annotated Code of Maryland, the Interagency Commission on School Construction Gross Area Baseline Per Student Square Footage Allowances (September 14, 2023) has been declared a document generally available to the public and appropriate for incorporation by reference. For this reason, it will not be printed in the Maryland Register or the Code of Maryland Regulations (COMAR). Copies of this document are filed in special public depositories located throughout the State. A list of these depositories was published in 51:1 Md. R. 8 (January 12, 2024) and is available online at www.dsd.maryland.gov. The document may also be inspected at the office of the Division of State Documents, 16 Francis Street, Annapolis, Maryland 21401.

.01 Incorporation by Reference.

The Interagency Commission on School Construction Gross Area Baseline Per Student Square Footage Allowances (September 14, 2023) is incorporated by reference.

[.04] .05 State-Rated Capacity.

A.—B. (text unchanged)

C. Secondary Schools.

(1) (text unchanged)

(2) Classrooms.

(a) (text unchanged)

(b) Secondary-school classrooms include laboratories, career technology rooms, music rooms, art rooms, 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 application to and approval of the IAC or its designee.*

(c) A gymnasium [with a standard interscholastic basketball court] *up to 13,000 square feet counts as two classrooms. A gymnasium exceeding 13,000 square feet counts as three classrooms.*

(3)—(5) (text unchanged)

D.—F. (text unchanged)

[.06] .07 Maximum State Construction Allocation.

A.—D. (text unchanged)

E. Gross Area Baselines.

(1)—(3) (text unchanged)

(4) *Gross Area Baseline Concentration of Poverty Add-On.* School projects with a concentration of poverty level above 55 percent are eligible for a concentration of poverty square footage add-on, upon submission of a concentration of poverty square footage usage plan, based upon the following:

(a) School projects with an eligible enrollment of fewer than 600 students are eligible for a concentration of poverty add-on of up to 1,000 square feet plus the concentration of poverty level percentage points above 55 percent multiplied by 60 square feet, up to a maximum of 1,500 square feet.

(b) School projects with an eligible enrollment between 600 and 900 students are eligible for a concentration of poverty add-on of up to 1,500 square feet plus the concentration of poverty level percentage points above 55 percent multiplied by 60 square feet, up to a maximum of 2,000 square feet.

(c) School projects with an eligible enrollment of more than 900 students are eligible for a concentration of poverty add-on of up to 2,000 square feet plus the concentration of poverty level percentage points above 55 percent multiplied by 60 square feet, up to a maximum of 2,500 square feet.

(5) *Gross Area Baseline English Learner Add-On.* School projects with an English learner population above 10 percent are eligible for an English learner square footage add-on, based upon the following:

(a) School projects with an eligible enrollment of fewer than 600 students are eligible for an English learner add-on of 500 square feet plus the number of percentage points of the project school populations of English learners above 10 percent, multiplied by 25 square feet, up to a maximum of 1,500 square feet.

(b) School projects with an eligible enrollment between 600 and 900 students are eligible for an English learner add-on of 1,000 square feet plus the number of percentage points of the project school populations of English learners above 10 percent, multiplied by 25 square feet, up to a maximum of 2,000 square feet.

(c) School projects with an eligible enrollment of more than 900 students are eligible for an English learner add-on of 1,500 square feet plus the number of percentage points of the project school populations of English learners above 10 percent, multiplied by 25 square feet, up to a maximum of 2,500 square feet.

(6) *Gross Area Baseline Career and Technology Education Add-On.* School projects approved for Career and Technology Education programs are eligible for a Career and Technology Education square footage add-on based upon the program size. Program sizes shall be regularly reviewed and updated by the IAC and published to the IAC website. Square footage allocations for program sizes are as follows:

(a) Extra small Career and Technology Education programs receive an add-on of 500 gross square feet.

(b) Small Career and Technology Education programs receive an add-on of 1,000 gross square feet.

(c) Medium Career and Technology Education programs receive an add-on of 3,000 gross square feet.

(d) Large Career and Technology Education programs receive an add-on of 4,000 gross square feet.

(e) Extra large Career and Technology Education programs receive an add-on of 6,000 gross square feet.

F.—N. (text unchanged)

ALEX DONAHUE
Executive Director