



## Meeting Minutes – July 11, 2024

### Call to Order:

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

### Members in Attendance:

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

### Members Not in Attendance:

Gloria Lawlah, Appointee of the President of the Senate

### Revisions to the Agenda:

None.

### Public Comment:

None.

### IAC Correspondence:

None.

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

Executive Director Alex Donahue gave an update on the ongoing discussions with Worcester County. He informed the IAC that a workgroup had been formed by the County and the LEA to look at the district's facilities needs. The first meeting of that workgroup was on Monday, July 8, 2024, and the next meeting of the workgroup is to be scheduled soon, and will likely result in additional progress.

#### 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. June 13, 2024 Meeting Minutes

To approve the draft June 13, 2024 IAC Meeting Minutes, as presented.

##### b. Contract Awards

To approve contract procurement as presented.

**c. Revisions to Previously Approved Contracts**

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

**d. Easement**

To approve the conveyance of the easement as presented.

**3. 2025 Cost per Square Foot for School Construction – [Motion Carried]**

Deputy Director Cassandra Viscarra presented the annually recommended update to the cost per square foot which proposed an increase to the cost per square foot of construction projects by 3%, resulting in cost per square foot amounts of \$416 for building only, and \$495 for new construction projects, which receive an additional 19% for site development work. Ms. Viscarra indicated that to calculate these new amounts, IAC staff took many sources into consideration, including bids received in the past year and industry sources. Ms. Viscarra additionally indicated that this 3% increase is lower than prior year increases, as inflationary pressures are beginning to decrease as compared to previous years.

Upon a motion made by Mr. Darenberg, seconded by Mr. Boyd, the IAC voted unanimously to adopt the Calendar Year 2025 Statewide per-square-foot school construction cost of \$416 for building only.

**4. Capital Improvement Program Instructions Amendment – [Motion Carried]**

Funding Programs Manager Arabia Davis presented proposed amendments to the Capital Improvement Program (CIP) instructions. Ms. Davis indicated that the specific changes to the document included updates to reflect the IAC's shift to the Business Management System (BMS) for CIP and Emergency Management process submissions, information regarding the data the State will use to evaluate CIP funding requests, the addition of the requirement for floor plans for LEAs constructing a PreK addition to a school building, and the removal of fiscal year association from the instructions so the document is not required to be revised every year.

Mr. Darenberg sought clarification on what exactly the requirement was surrounding PreK additions, to which staff indicated that the only PreK related change within the CIP instructions is to require that a school constructing an addition that adds PreK space is now obligated to provide floor plans for the space, whereas they previously were not required to do so.

Upon a motion made by Mr. Boyd, seconded by Vice-chair Eberhart, the IAC voted unanimously to amend the Capital Improvement Program (CIP) Instructions as presented in the Item.

**5. FY 2026 Capital Improvement Program Schedule – [Motion Carried]**

Ms. Davis presented the proposed schedule for FY 2026 for the CIP. The schedule dictates deadlines for LEAs to upload information, apply and amend CIP requests, and for the IAC to approve 75% and 100% of projects.

Upon a motion made by Mr. Boyd, seconded by Vice-chair Eberhart, the IAC voted unanimously to approve the FY 2026 Capital Improvement Program Schedule as presented.

**6. FY 2025 Healthy Schools Facility Fund Recommendations for Funding – [Motion Carried]**

Ms. Davis presented IAC staff recommendations for Healthy Schools Facility Fund (HSFF) funding for FY 2025. Ms. Davis noted that per Education Article §5-322, Baltimore City Public Schools is mandated to receive at least 50% of the total HSFF appropriation, which for FY 2025 is \$45 million and that the

Baltimore City projects would be recommended for approval of the IAC at a future IAC meeting. She noted that IAC staff had received 65 project requests totalling \$107 million, and based upon available funding IAC staff recommended approval for 24 projects total which present an immediate risk to the occupants of each school facility.

Chair Kasemeyer noted that it was interesting how the majority of the projects being funded were roof repair projects, rather than other types of projects. Ms. Davis noted that this is largely due to the adopted project prioritization requirements. Roof projects were added as the second highest priority after lead in water projects by the IAC at the August 12, 2021 meeting.

Upon a motion made by Mr. Boyd, seconded by Mr. Darenberg, the IAC voted unanimously to approve Fiscal Year 2025 Healthy School Facility Fund project awards as presented, totaling \$45,000,000.

**7. FY 2025 School Safety Grant Program Memorandum of Understanding and Notice of Funding Availability – [Motion Carried]**

Ms. Viscarra presented the proposed Memorandum of Understanding (MOU) between the Maryland Center for School Safety (MCSS) and the IAC, and the Notice of Funding Availability (NOFA) for the FY 2025 School Safety Grant Program (SSGP). Ms. Viscarra noted that the MOU was similar to prior years, continuing to delegate authority of project review to MCSS. Additionally, she noted that the changes to the NOFA included changes to the program schedule, proposed allocations as appropriated by the Maryland General Assembly, and the adoption of procedural changes.

Mr. Darenberg sought clarification on whether the SSGP was the program that the IAC had issues expending all funds available. Ms. Viscarra indicated that this was not the case for the SSGP.

Upon a motion made by Secretary Chaudhry, seconded by Mr. Darenberg, the IAC voted unanimously to

1. Authorize the Chair to execute the Memorandum of Understanding between the IAC and MCSS, pending non-substantive edits by MCSS and IAC staff;
2. To delegate to the Maryland Center for School Safety (MCSS), in consultation with IAC staff for the purposes of determining project eligibility, authority to administer the FY 2025 School Safety Grant Program (SSGP) and grant extension requests for FY 2025 SSGP projects;
3. To approve the SSGP Notice of Funding Availability, pending non-substantive edits by MCSS and IAC staff;
4. To direct MCSS to solicit SSGP projects from LEAs and the Maryland School for the Blind with a maximum total FY 2025 allocation of \$10 million and available prior year funding; and,
5. To allocate funding as presented in this item to each LEA based on a combination of their proportion of total 2023 enrollment and their proportion of total facility square footage, with every LEA receiving a minimum allocation of \$200,000.

**8. FY 2023 Capital Improvement Program Project Rescission - Baltimore County Public Schools - Rosedale Center (PSC 03.015) Roof Project – [Motion Carried]**

Capital Projects Manager Lisa Vaughn presented a request from Baltimore County Public Schools (BCPS) to rescind funding for the Rosedale Center (PSC 03.015) Roof project and cancel the project. Ms. Vaughn indicated that the reason for the cancellation of the project was due to BCPS seeking to transition the facility from an educational facility to an administrative space for BCPS staff. Due to this change of function, the facility is no longer eligible to receive funding for this project from the IAC.

Upon a motion made by Secretary Chaudhry, seconded by Mr. Darenberg, the IAC voted unanimously to amend the FY 2023 Capital Improvement Program (CIP) to rescind the funding award of \$1,213,375 for the Rosedale Center (PSC 03.015) Roof project and transfer the amount to the LEA's reserve account for use on a future project.

**9. Change of Educational Function and Payment of Outstanding Bond Debt - Baltimore County Public Schools - Rosedale Center (PSC 03.015) – [Motion Carried]**

Relating to Item 8, Policy Analyst Victoria Howard presented the aforementioned request from BCPS regarding Rosedale Center's change in educational function from an educational facility to an administrative space. Ms. Howard informed the IAC that while typically these types of requests do not require a vote, this situation in particular required a vote due to the facility currently having outstanding bond debt in the amount of \$778,593.06. She also noted that COMAR required repayment of the outstanding debt by the LEA.

Upon a motion made by Mr. Tallur, seconded by Vice-chair Eberhart, the IAC voted unanimously to approve the change of educational function of Rosedale Center (PSC 03.015) and to require the repayment of the outstanding bond debt amount of \$778,593.06 by Baltimore County Public Schools (BCPS).

**10. FY 2023 Capital Improvement Program Rescission Requests - Baltimore City Public Schools – [Motion Carried]**

Funding Programs and Finance Assistant Tatyana Tate presented a request from Baltimore City Schools (City Schools) to rescind the funding from seven projects which received funding in the FY 2023 CIP, as these projects will not be under contract within two years of award. City Schools additionally requested to amend the FY 2025 CIP to include six of the seven rescinded projects, transferring a total of \$16,191,960 in funding to these projects. Ms. Tate indicated that while previously these projects were put on hold due to a lack of available design professionals, however, design firms now have greater capacity to complete these projects.

Mr. Tallur asked whether the requirement to have a project under contract within two years was an ESSER requirement, and if we had any LEAs which anticipated not being able to use the funding because of this. Executive Director Donahue clarified that this specific Item dealt with the reallocation of State dollars rather than ESSER dollars, and the deadline for ESSER fund allocations is separate.

Upon a motion made by Secretary Chaudhry, seconded by Vice-chair Eberhart, the IAC voted unanimously to

1. Approve the rescission of seven Baltimore City Public Schools construction projects funded in the FY 2023 Capital Improvement Program and to revert \$16,261,940 to the LEA's reserve account; and
2. To amend the FY 2025 CIP to include six projects as presented and to allocate funding from the LEA's reserve account in the total amount of \$16,191,960.

**11. FY 2025 Capital Improvement Program (CIP) Amendment - Baltimore City Public Schools - Armistead Gardens PreK-8 #243 (PSC 30.186) & Maree G Farring Elementary/Middle School Annex (PSC 30.286) – [Motion Carried]**

Ms. Tate presented a request from City Schools to have \$1,250,000 reallocated from the Armistead Gardens PreK-8 addition/renovation project to the Maree G Farring renovation/addition project in order to meet cash flow requirements for the continuation of the project.

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

1. Amend the FY 2025 CIP by reducing the awarded amount of funding provided for the Armistead Gardens PreK-8 addition/renovation project from \$10,000,000 to \$8,750,000 and to transfer the difference of \$1,250,000 to the Baltimore City Public Schools (City Schools) Reserve Fund Account; and,
2. To amend the FY 2025 CIP by applying the \$1,250,000 from City Schools Reserve Fund Account to the Maree G. Farring Elementary/Middle School Annex renovation/addition project, thereby increasing the awarded amount from \$3,750,000 to \$5,000,000.

**12. Built to Learn Funding Request - Baltimore County Public Schools - Dundalk High/Sollers Point Technical High School (PSC 03.140) Addition Project – [Motion Carried]**

Ms. Tate presented a request for funding from BCPS via the Built to Learn (BTL) program to construct an additional 63,731 gross square feet (GSF) at the Dundalk High portion of the Dundalk High/Sollers Point Technical High School facility. Additionally, Ms. Tate noted that the approval was contingent upon the project meeting Maryland Historical Trust (MHT) requirements, and that MHT had confirmed that no historic properties would be affected by the project moving forward.

Upon a motion made by Mr. Darenberg, seconded by Secretary Chaudhry, the IAC voted unanimously to approve Baltimore County Public Schools' (BCPS) request for Built to Learn (BTL) construction funding for the Dundalk High/Sollers Point Technical High School Addition project totaling \$22,394,000.

**13. Built to Learn Funding Request and Gross Area Baseline Variance - Baltimore County Public Schools - Deer Park Elementary (PSC 03.222) Replacement – [Motion Carried]**

Ms. Tate presented a second BTL funding request from BCPS which included a request for a Gross Area Baseline (GAB) variance of 7,613 GSF for a total eligible square footage of 92,597 GSF. Ms. Tate indicated that the new funding request reflected this GAB variance, bringing the total funding for the Deer Park Elementary Replacement project up to \$34,399,000.

Upon a motion made by Mr. Tallur, seconded by Secretary Chaudhry, the IAC voted unanimously to

1. Approve a variance to the Gross Area Baselines (GABs) to increase the GAB for the Deer Park Elementary Replacement Project (PSC 03.222) by 7,613 square feet for a total eligible square footage of 92,597 square feet; and,
2. To approve Baltimore County Public Schools' (BCPS) request for Built to Learn (BTL) construction funding for the Deer Park Elementary Replacement project (PSC 03.222) totaling \$34,399,000.

**14. Emergency Project Award Amendment - Calvert County Public Schools - Huntingtown Elementary (PSC 04.010) Septic System Replacement Project – [Motion Carried]**

Ms. Vaughn presented a request from Calvert County Public Schools for additional emergency funding for the Huntingtown Elementary School Septic Field Replacement project. Ms. Vaughn informed the IAC that the requested amendment was due to project bids coming in higher than initially anticipated and a longer than usual period of time for an emergency project to come to fruition due to coordination with the Calvert County Department of Health prior to a permit being issued.

Mr. Darenberg asked what was being done by the LEA in the form of abatement since the project had taken such a significant amount of time. Ms. Vaughn informed the IAC that the LEA has had to

perform costly septic system pump outs weekly at Huntingtown Elementary due to the delays of full replacement of the septic system.

Secretary Chaudhry asked how much funding was remaining in the State's emergency fund account, to which Ms. Viscarra answered that typically \$500,000 was kept in the account, and the only funding taken out of the account thus far has been this project.

Upon a motion made by Secretary Chaudhry, seconded by Vice-chair Eberhart, the IAC voted unanimously to amend the State award for the Calvert County Public Schools (CCPS) Huntingtown Elementary School (PSC 04.010) Emergency Septic System Replacement project from \$184,800 to \$246,092 and transfer \$61,292 from the State's Emergency Fund Account to this project.

**15. Disposal of State-Owned Relocatable Unit #533-10 and Funding for Demolition - St. Mary's County Public Schools - Park Hall Elementary (PSC 18.029) – [Motion Carried]**

Lead Capital Projects Manager Eugene Shanholtz presented a request from St. Mary's County Public Schools (SMCPS) to dispose of relocatable unit #533-010, a unit which has been in service for 53 years and would need significant repairs in order to extend its use. Mr. Shanholtz informed the IAC that the LEA received 3 bids for the disposal and demolition of the unit and was requesting funding for the low bid of \$12,806.

Mr. Darenberg indicated that he thought the price of disposal was too high, but appreciated the significant background completed by Mr. Shanholtz and IAC staff. Chair Kasemeyer asked what the total square footage of the unit was, to which Mr. Shanholtz responded that this unit was 960 square feet (SF) and the unit discussed in the next item located at Benjamin Banneker Elementary was 864 SF.

Upon a motion made by Mr. Boyd, seconded by Vice-chair Eberhart, the IAC heard the motion to

1. Approve the disposal of State-Owned Relocatable Unit #533-10 stationed at St. Mary's County Public Schools' (SMCPS) Park Hall Elementary School (PSC 18.029) for the purposes of demolition; and
2. To, upon approval of the disposal of the unit by the Department of General Services (DGS), provide demolition funding totalling \$24,143 from the Statewide Relocatable Repair Fund.

The motion was passed, with all members voting in the affirmative with the exception of Mr. Darenberg, who voted in the negative.

**16. Disposal of State-Owned Relocatable Unit #38397 and Funding for Demolition - St. Mary's County Public Schools - Benjamin Banneker Elementary (PSC 18.005) – [Motion Carried]**

Mr. Shanholtz presented a second request for relocatable disposal, also from SMCPS, for relocatable #38397, located at Benjamin Banneker Elementary, a unit which has been in service for 37 years and also required significant renovation in order to be functional. Mr. Shanholtz indicated that for this unit the LEA received three bids and selected the lowest bid.

Upon a motion made by Vice-chair Eberhart, seconded by Mr. Boyd, the IAC heard the motion to

1. To approve the disposal of State-Owned Relocatable Unit #38397 stationed at St. Mary's County Public Schools' (SMCPS) Benjamin Banneker Elementary School (PSC 18.005) for the purposes of demolition; and,
2. To, upon approval of the disposal of the unit by the Department of General Services (DGS), provide demolition funding totalling \$12,806 from the Statewide Relocatable Repair Fund.



The motion was passed, with all members voting in the affirmative with the exception of Mr. Darenberg, who voted in the negative.

**Announcements:**

Chair Kasemeyer announced that there would be a special IAC meeting on July 23, 2024 at 10 am to vote on the Memorandum of Understanding between the IAC and Prince George’s County Public Schools regarding the Public Private Partnership agreement. Executive Director Donahue confirmed that IAC staff would be available for meetings with IAC members to brief them and answer any relevant questions prior to the meeting should they wish to do so.

**Adjournment:**

Upon a motion by Mr. Gibbons, seconded by Vice-chair Eberhart, the IAC voted unanimously to adjourn the meeting at 9:55 am.